

MOSCOW FARMERS MARKET COMMISSION



JT Manning
Commission Chair
fmc@ci.moscow.id.us

Regular Meeting
~Minutes~

Amanda Argona
Staff Liaison
208-883-7132

<https://www.ci.moscow.id.us/362/Farmers-MarketCommission>

Tuesday
February 4, 2025

4:00 PM

Council Chambers
206 E. 3rd St.

Meeting was called to order at 4:00 pm.

WELCOME AND ATTENDANCE

MEMBERS: Josh Larson, Samantha Martinet, Gerardo Alvarez, Kristin Strong, JT Manning (Chair), Jodi McClory, Phillip Blankenship, Colette DePhelps, Kassie Smith (Vice-Chair)

STAFF: Amanda Argona (Community Events Manager), Laura Perrigo (Administrative Specialist), Drew Davis (Councilmember), Cody Riddle (Deputy City Administrator)

REGULAR AGENDA

1. Mission of the Moscow Farmers Market

The Moscow Farmers Market celebrates life on the Palouse by providing the community with the opportunity to buy and sell local and regional agricultural products (e.g., crops, meat, cheese, wine, etc.), distinctive handmade goods, artisan pieces, and original recipe cuisine. This venue is meant to encourage and support sustainable economic, social and environmental practices.

Larson read the mission statement out loud.

2. Approval of Farmers Market Commission January 7, 2025 Minutes (ACTION ITEM)

PROPOSED ACTIONS: Approve minutes, amend minutes, or take such other action deemed appropriate.

Martinet moved to approve January's minutes. Smith seconded the motion.

Roll Call Vote: Ayes: Unanimous. Nay: None. Abstain: None.
Motion carried.

3. Public Comment and Response to Previous Comments (limited to 10 minutes)

Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Commission. Please state your name and city of residence for the record and limit your remarks to three (3) minutes.

No public comment was made.

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4. 2025 Moscow Farmers Market Handbook revisions (ACTION ITEM)

The Policies Subcommittee held two meetings on Nov. 15 and Dec. 13 to review revision proposals to the 2025 Market Handbook. This subcommittee serves as the initial revisionists of the Handbook by suggesting and updating policies to ensure they align with Market operations while also acting as a guide for future decision-making. The Subcommittee reported on finalized proposed revisions to the Commission at the Jan. 7 meeting. Vendors were notified of proposed changes via the following methods:

- Monthly email sent on Fri., Jan. 10
- 2024 Welcome Letter mailed out on Mon., Jan. 13
- Reminder email sent on Fri., Jan. 24

All notices included the date of Fri., Jan. 31 as the final date to provide feedback. Received emails were compiled for Commission review.

PROPOSED ACTIONS: Accept revisions, or take such other action deemed appropriate.

Argona indicated that her office received feedback from three Market Vendors, noting that one of them, Erika Sattler of Texas Ridge, was in attendance. Argona noted that the Commission may elect to review and vote on each Handbook change individually. Smith thanked Sattler for her email feedback on the suggested edits to the Economic Opportunity Core Value and explained the reason for the change is to make it clear that the Vendor minority participation is encouraged by the Market. Argona added these inclusions would not exempt any individual from meeting Market standards and requirements. Sattler stated that the Market has a diverse group of participants both as shoppers and as Vendors. She felt that the proposed changes indicated that someone could join the Market as a Vendor based only on their ethnic background and not solely based on the quality of goods. DePhelps clarified that the term minority includes not only people of color but also veterans, females, and other groups not always represented. Discussion ensued until Martinet suggested the Policy subcommittee continue discussing the proposed change to ensure wording is not misinterpreted. Commission members agreed to resume discussion for the 2026 Handbook.

Martinet moved to make no changes to Economic Opportunity Core Value for the 2025 Handbook and for the Policy subcommittee to propose revisions for the 2026 Handbook. Larson seconded.

Roll call vote: Ayes: Unanimous. Nays: None. Abstain: None.
Motion carried.

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The term and claim of “regenerative agriculture” are being used more often amongst incoming Agriculture Vendors. Members agreed the Handbook should include a definition for this term for reference by staff and Commission members.

DePhelps and Argona indicated that there are multiple sources and definitions for this term. Discussion ensued around whether the concepts of remedying social inequities is applicable to regenerative agriculture and whether the inclusion of integrating livestock was a necessary practice to reference as similar soil effects can be attained without the use of livestock. Several members agreed that the Regenerative Farmers of America definition was the clearest one presented.

Smith moved to adopt the Regenerative Farmers of America definition of regenerative agriculture for the 2025 Handbook and have the Policy subcommittee assess the definition, source, and application for the 2026 Handbook. Larson seconded.

Roll Call Vote: Ayes: Unanimous. Nays: None. Abstain: None.
Motion Carried.

Commission members discussed the suggested inclusion of “conscious skills” in the definition for the term “handmade”. After some discussion, Members favored Smith's suggestion to change the language to “manual skills, human imagination and dedication to one’s own ideas, designs, creativity, and making”.

Smith moved to modify “conscious skills” to “manual skills, human imagination and dedication to one’s own ideas, designs, creativity, and making. DePhelps seconded the motion.

Roll Call Vote: Ayes: Unanimous. Nays: None. Abstain: None.
Motion carried.

Martinet moved to approve the addition of the Seafood subcategory under Agricultural Vendors as presented. DePhelps seconded.

Roll Call Vote: Ayes: Unanimous. Nays: None. Abstain: None.
Motion carried.

Martinet suggested removing the word “offer” from the Food Artisan Vendor definition, so it reads as, “Vendors who handmake food products”, emphasizing the Vendor is the maker of the goods.

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DePhelps moved to approve the change suggested by Martinet with the addition to make the same change to the Craft Artisan Vendor definition so it reads as, “Vendors who handmade or manually design”. Smith seconded.

Roll Call Vote: Ayes: Unanimous. Nays: None. Abstain: None.
Motion carried.

Smith moved to approve the edits to Sale and Distribution of Non-Approved Items as presented. Larson seconded.

Roll Call Vote: Ayes: Unanimous. Nays: None. Abstain: None.
Motion carried.

Smith moved to approve the edits to Vendor Space Assessment & Audit as presented. DePhelps seconded.

Roll Call Vote: Ayes: Unanimous. Nays: None. Abstain: None.
Motion carried.

DePhelps moved to approve the edits to Appendix 6 as presented. Larson seconded.

Roll Call Vote: Ayes: Unanimous. Nays: None. Abstain: None.
Motion carried.

5. Commission Budget Request FY26 (ACTION ITEM)

The Commission is provided a budget line item each year. For fiscal year 2025, the Commission was granted \$5,500 to be primarily spent on educational opportunities for members. Below is a history of the Commission’s budget and actuals.

- FY25 - \$5,500 budget; estimate 100%
- FY24 - \$3,500 budget; \$2,905.07 actuals (83%)
- FY23 - \$2,500 budget; \$2,146.54 actuals (85%)
- FY22 - \$2,000 budget; \$1,391.80 actuals (70%)
- FY21 - \$1,620 budget; \$608.20 actuals (38%)
- FY20 - \$2,000 budget; \$1,364.11 actuals (68%)
- FY19 - \$500 budget; \$130 actuals (26%)
- FY18 - \$1,000 budget; \$47.80 actuals (4%)

PROPOSED ACTIONS: Accept and submit drafted FY26 budget request memo or take

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other action as deemed appropriate.

Larson requested to update the WSFMA location and dates in the memo to Bremerton, WA, February 20-22, 2025.

Martinet moved to approve the drafted memo with Larson's edits. Smith seconded.

Roll Call Vote: Ayes: Unanimous. Nays: None. Abstain: None.
Motion carried.

REPORTS

1. Community Events Manager report – Argona

No report was provided.

ANNOUNCEMENTS

1. Proposed Items for Future Agendas

Commission members may email Amanda Argona (aargona@ci.moscow.id.us) to propose future agenda items for discussion.

- Selection of finalists' artwork for public voting (March action item)
- 2025 Site Visits (March/April)
- 2025 Poster Artwork submission and selection recap (April report)

2. Upcoming Deadlines and Meetings

- Mon., Feb. 17 – Registration closes for Craft & Food Jury 1
- Fri., Feb. 21 – Submission due for Poster artwork
- Mon., Feb. 24 – Registration closes for Craft & Food Jury 2
- Wed., Feb. 26 – Craft & Food Jury 1 held 9 am to 12 pm
- Wed., Mar. 5 – Craft & Food Jury 2 held 9 am to 12 pm
- Fri., Mar. 7
 - Public voting opens for Market Poster artwork at 8 am
 - Applications due for Friendship Square entertainment
 - Registration closes for Craft & Food Jury 3
- Mon., Mar. 17 – Craft & Food Jury 3 held 9 am to 12 pm
- Fri., Mar. 28 – Public voting closes for Market Poster artwork at 8 am
- Thu., Apr. 10 – Vendor Orientation

3. Farmers Market Commission regular meeting March 4, 2025 at Moscow City Hall in Council Chambers

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Meeting adjourned at 5:15 pm.

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