

MOSCOW FARMERS MARKET COMMISSION



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

Regular Meeting
~Agenda~

Amanda Argona
Staff Liaison
208-883-7132

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

Tuesday
April 1, 2025

4:00 PM

Council Chambers
206 E. 3rd St.

WELCOME AND ATTENDANCE

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.

2. Approval of Farmers Market Commission March 4, 2025 Minutes (ACTION ITEM)

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

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.

4. 2025 Moscow Farmers Market Poster selection recap – Argona

The voting period for this year's poster art ended on Fri., Mar. 31 at 8 a.m. After a three (3) week voting period, over 1,054 votes were collected.

- Paterson, L. – 117
- Harper, S. – 134
- Ewert, J. – 181
- Stutzman, C. – 281
- Heywood, K. – 341

Attached for the Commission's review is a report on artist submissions, outreach, and voting.

5. 2025 Site Visits – Argona

Each year, staff closes the recruitment process for new Agricultural Vendors between St. Patrick's Day and the Spring Equinox. This allows staff time to screen Vendors for eligibility, qualifications, and approval. The tentative Site Visit schedule is as follows:

- Mon., Apr. 28 – J3L Meat, Long Creek, OR (10+ hour day)
- Tue., Apr. 29

MOSCOW FARMERS MARKET COMMISSION



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

Regular Meeting
~Agenda~

Amanda Argona
Staff Liaison
208-883-7132

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

Tuesday
April 1, 2025

4:00 PM

Council Chambers
206 E. 3rd St.

-
- Canyon View Farmstead, Genessee, ID
 - J. Burk, Bovill, ID
 - Saline Co. Produce, Fernwood, ID
 - Wed., Apr. 30
 - Geist Farm, Garfield, WA
 - Link'd Hearts Ranch, Palouse, WA
 - Wild River Blooms, Lewiston, ID

REPORTS

1. **WSFMA Conference – Perrigo, Larson**
2. **InTents Conference – Argona, DePhelps, Smith**
3. **Community Events Manager report**

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.

2. **Upcoming Deadlines and Subcommittee meetings**

- Sat., May 10 – Commission hosting 2025 Poster Artist
- Thu., Apr. 10 – Vendor Orientation

3. **Farmers Market Commission regular meeting May 6, 2025 at Moscow City Hall in Council Chambers**

ADJOURN

NOTICE: It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City's ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at adacoordinator@ci.moscow.id.us at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.

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
March 4, 2025

4:00 PM

Council Chambers
206 E. 3rd St.

Meeting called to order at 4:00 pm.

WELCOME AND ATTENDANCE

MEMBERS: Josh Larson, Phillip Blankenship, Jodi McClory, JT Manning (Chair), Kristin Strong, Colette DePhelps, Kassie Smith

ABSENT: Samantha Martinet, Gerardo Alvarez, Drew Davis (Councilmember)

STAFF: Amanda Argona (Community Events Manager), Laura Perrigo (Administrative Specialist)

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.

McClory read the mission statement out loud.

2. Approval of Farmers Market Commission February 4, 2025 Minutes (ACTION ITEM)

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

Larson moved to approve the February minutes. DePhelps seconded the motion.

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

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
March 4, 2025

4:00 PM

Council Chambers
206 E. 3rd St.

- 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.

- 4. 2025 Moscow Farmers Market Poster artwork selection (ACTION ITEM)**
The 2025 artwork submission period closed on Fri., Feb. 21. Commission members were provided the opportunity to view all qualifying submissions prior to the March meeting and score submissions using a pre-determined rubric.

Staff reviewed the Commission members' rubrics and is presenting the top finalists for public voting consideration. No more than five finalists may be selected for public voting, which opens Fri., Mar. 7 and closes Fri., Mar. 28.

PROPOSED ACTIONS: Select finalists for public voting, or take such other action deemed appropriate.

Argona presented the artwork with the top scores from Commission members' rubrics, before reviewing all artwork entries. Finalists were selected based on Market elements, use of space for finalizing poster design, and creativity. After some discussion, the Commission opted for the artwork with the top five scores to move forward as finalists for public voting. This included entries by the following artists: Kieran Heywood, Stephanie Harper, Julene Ewert, Cherise Stutzman, and Lauren Paterson.

Larson motioned to move the top five forward for public vote. DePhelps seconded.

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

REPORTS

1. Community Events Manager report – Argona

Argona reported that at least 156 Vendors are expected to attend the 2025 Market season, with about 70% of said Vendors being those with Tier 3 status. She updated the Commission on Vendor changes including:

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
March 4, 2025**

4:00 PM

**Council Chambers
206 E. 3rd St.**

- Winchester Ridge Farm and Bird in the Hand Photography retiring from the Market.
- Melliflora Farm will be downgrading from Tier 3 to Tier 2 status.
- Viola Gardens, Tomte's Grove and Garden, and Tyler Horton Photography have been offered Tier 3 status.

She further commented that she continues to field requests from Vendors about locations on Main Street rather than the side streets, citing Bitterroot Botanicals of Idaho and Blue Wildrye Farm. Staff is looking into creative solutions to increase visibility of these Market zones, including placement and selection of strong anchor Vendors on the ends to promote the flow of foot traffic.

DePhelps and Argona are identifying dates for site visits. Argona indicated that this year may be a good year to re-visit farms who have not been visited for almost a decade.

Argona shared that 2025 may be the first season that fresh, frozen chicken will be available at the Market as three producers are interested in bringing USDA-processed chicken.

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.

- **2025 Site Visits (March/April)**
- **2025 Poster Artwork submission and selection recap (April report)**

Argona added that reports on both conferences will be made in April.

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

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
March 4, 2025

4:00 PM

Council Chambers
206 E. 3rd St.

- 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 April 1, 2025 at Moscow City Hall in Council Chambers

Meeting adjourned at 4:51 pm.

NOTICE: It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City's ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at adacoordinator@ci.moscow.id.us at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.

MOSCOW FARMERS MARKET COMMISSION



Location	2025	2024	2023	2022	2021
Moscow	6	20	17	20	20
Deary		1	0	0	1
Kendrick		0	1	0	0
Potlatch		0	1	1	1
Troy		0	0	1	0
Viola		0	0	1	0
Colfax		0	0	0	1
Pullman	1	4	3	2	4
Boise		0	0	0	1
Coeur d'Alene		0	0	0	1
Lewiston		4	2	0	0
Orofino	1				
	8	29	24	25	29

Student	2025	2024	2023	2022	2021
University of Idaho	1	3	2	5	4
New Saint Andrews College		1	0	0	0
Washington State University		1	2	0	0
Lewis-Clark State College		1	1	0	1
Other		1	0	0	0
	1	7	5	5	5

Outreach	2025	2024	2023	2022	2021
Social Media (FB/IG)					11
Social Media – City FB		12		1	
Social Media – City IG		6	6	5	
Social Media – Market FB	1	2	3	1	
Website	2	2	3	1	4
Word of Mouth	1	4	4	7	5
E-newsletter (City, MCOC+VC)	2	2	7	7	1
Print (newspaper, Utility Billing, Home & Harvest, flyer)	1		1	1	7
Other	1	1		3	1

MOSCOW FARMERS MARKET COMMISSION



Votes	2025	2024	2023	2022	2021
Total	1,054	1,558	1,246	972	1,004
Opening day and following Sat.	40%	57%	61%		
Week 1	16%	16%	26%		
Week 2	12%	20%	9%		
Week 3	33%	7%	4%		



JT Manning
Chair

Kassie Smith
Vice Chair
Crafts Vendor representative

Phillip Blankenship
At-large member

Colette DePhelps
University of Idaho
representative

Joshua Larson
At-large member

Sam Martinet
Moscow Chamber of
Commerce + Visitor Center
representative

Jodi McClory
Produce Vendor
representative

Gerardo Alvarez
Specialty Food Vendor
representative

Kristin Strong
At-large member



Amanda Argona
Staff Liaison

Drew Davis
Council Liaison



Community Events Division
Moscow Farmers Market
221 East 2nd Street
P.O. Box 9203
Moscow ID 83843
Phone (208) 883-7132
[www.ci.moscow.id.us/197/
Farmers-Market](http://www.ci.moscow.id.us/197/Farmers-Market)



MOSCOW FARMERS MARKET COMMISSION



March 4, 2025 Manager Report

Vendor changes/requests

- Mon Cheri Soapery limited candle inventory
- Henry's Lumpia longganisa (Filipino sausage)
- Wildly Wearable medicinal spice pouch
- Alpine Chai chai ice cream bar (2026)
- Al's Foraging transitioning to 2A Farms adding flowers and raw milk
- HennaRose interested in bringing plants/plant starts

2025 Roster

- 168 Vendors
- Tier 3 are at 73% occupancy
 - 63 Vendors
 - 27 Ag
 - 16 Craft
 - 20 Food
 - 80.5 spaces
 - 40 Ag
 - 17 Craft
 - 23.5 Food
- "Open" spaces
 - 29.5 spaces
 - 27% inventory
- Max/min
 - 80% - Tier 3
 - 25% - open