

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
May 6, 2025

4:00 PM

Council Chambers
206 E. 3rd St.

Meeting was called to order at 4:00 pm.

WELCOME AND ATTENDANCE

MEMBERS: Jodi McClory, Kristin Strong, Phil Blankenship, JT Manning, Colette DePhelps, Samantha Martinet

ABSENT: Josh Larson, Gerado Alvarez, Kassie Smith,

STAFF: Amanda Argona, Laura Perrigo, Drew Davis (Councilmember)

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.

Blankenship read the mission statement out loud.

2. Approval of Farmers Market Commission April 1, 2025 Minutes (ACTION ITEM)

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

DePhelps moved to approve the minutes. Blankenship seconded.

Roll Call Vote: Ayes: Unanimous. Nays: 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 Vendor Orientation policy (ACTION ITEM) – Argona

Staff experienced an unusually high number of unexcused Vendor absences at this year's Orientation. Specifically, staff are seeking guidance on the interpretation of item 19. Annual Vendor Orientation on page 20 of the 2025 Handbook as there is no clear threshold regarding absence communication. This is in direct response to three (3) Vendors who contacted staff post-Orientation regarding their absence and not in response to the additional six (6) Vendors who staff had to reach out to confirm their absence.

PROPOSED ACTIONS: Uphold Vendor Orientation policy, or take such other action deemed appropriate.

Argona reviewed the current Vendor Orientation policy with Commission members and opened discussion on the potential need for adjustments. This year, over 20 Vendors were absent, either as excused or no-shows. Argona also referred members to accompanying documents provided by Vendors who were absent but reached out post-Orientation.

The Commission reviewed Flannigan Creek Flower Farms' letter explaining her absence. Discussion ensued. Martinet stated that the policy does not specify a Vendor is required to reach out before the Orientation. Argona indicated that the policy was written that way to allow for emergencies. Martinet went on to say that if a Vendor gives notice of absence at any time, then her interpretation is the Vendor has met the requirements per the Handbook. McClory suggested the policy be updated to state that communication prior to the Orientation is required. Members agreed that any Vendor who did not reach out with a reason for absence should not be exempt from the policy as is currently written, while Vendors who reached out and took accountability for their absence have met the spirit of the policy, and therefore met Market requirements.

Blankenship motioned to allow the three Vendors who contacted Market staff regarding their Orientation absence to be permitted to attend the 2025 Market season provided all other requirements are met, and for the Policy subcommittee to review and update item 19 for the 2026 Vendor Handbook. McClory seconded.

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

REPORTS

1. Site Visit report

Staff and Commission members toured five facilities for this year's site visits. Vendors

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included J3L Meats LLC, Canyon View Farmstead, High Mountain Farm & Forage, Geist Farm, and Link'd Heart Ranch. The report verified each Vendor aligned with the Market's values, and nothing was reported to question their ability to attend the Farmers Market.

2. Community Events Manager report

Alyssa Link with Link'd Hearts Ranch submitted a request and supporting documents to be a Tier 3 Vendor in her first season with the Market. Argona strongly supported the request, noting that this is a new product that will be regularly available for customers, and upholds the Market's core values of supporting small businesses as well as agricultural products. The Commission agreed and supported Argona's decision. Bill Lindsey with Blackbird Treats requested to sell hand pies at the Market. This change would expand their bread products to pastries. Unless the Commission disagrees with the addition, Argona will approve Blackbird Treats' request.

Argona shared a policy update regarding foraging on public land. Foraged items, such as morel mushrooms on public land, cannot be sold and can only be used for private consumption. Argona will continue to monitor the current use of the policy and see if any changes need to be made to Market policies. Members discussed requiring foragers to acquire a permit to forage public lands or provide a letter permitting them to forage private lands. The Policy subcommittee will review items discussed at their next meeting.

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

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

Meeting adjourned at 5:22 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

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MOSCOW FARMERS MARKET COMMISSION



August 5, 2025 Manager Report

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)

Vendor changes/requests

- Light Designs collaborative pieces

FY26 Commission budget

- Requested \$5,500; granted \$1,500

Commission	Average Annual Commission Expenditures 2020-2024	FY2026 Request	FY2026 Proposed
Transportation Commission	\$190.06	\$1,000.00	\$500.00
Human Rights Commission	\$4,085.92	\$6,000.00	\$3,250.00
Historic Preservation	\$3,736.59	\$9,400.00	\$3,940.00
Fair Housing Commission	\$324.90	\$1,800.00	\$750.00
Planning & Zoning Commission	\$103.13	\$1,500.00	\$500.00
Sustainable Environ Commission	\$155.60	\$1,000.00	\$500.00
Tree Commission	\$1,775.18	\$2,570.00	\$2,570.00
Parks and Recreation Commission	\$545.71	\$300.00	\$500.00
Moscow Farmer's Market Commission	\$1,788.42	\$5,500.00	\$1,500.00
Moscow Arts Commission	\$1,990.50	\$0.00	\$0.00
Total	\$14,696.00	\$29,070.00	\$14,010.00

National Farmers Market Week Celebration

- Format
- Commission member sign-ups

America's Farmers Market Week Celebration

- Voting now open until Tue., Sep. 30
- One vote per person
- American Farmland Trust visiting N. Idaho
- USDA Farmers Market directory listing

Shop the Market

- Moscow Food Co-op MOU