

# MOSCOW FARMERS MARKET COMMISSION



JT Manning  
Commission Chair  
[fmc@ci.moscow.id.us](mailto: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**  
**February 3, 2026**

**4:00 PM**

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

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## 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 January 6, 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. **2026 Moscow Farmers Market Handbook revisions (ACTION ITEM)**

The Policies Subcommittee met on Oct. 28, Nov. 17, and Dec. 15 to review revision proposals to the 2026 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. 6 meeting. Vendors were notified of proposed changes via the following methods:

- Monthly email sent on Fri., Jan. 9
- 2026 Welcome Letter mailed out week of Jan. 12
- Reminder email sent on Fri., Jan. 30

Vendor feedback was due by the end of January. Any received emails were compiled for Commission review.

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

#### 5. **Commission Budget Request FY27 (ACTION ITEM)**

The Commission is provided a budget line item each year. For fiscal year 2026, the

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Commission was granted \$1,500 eligible to be spent on conference registrations, educational, and promotional materials. Below is a history of the Commission's budget and actuals.

- FY26 - \$1,500 budget; estimate 85%
- FY25 - \$5,500 budget; \$4,563.75 actuals (83%)
- 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 FY27 budget request memo or take other action as deemed appropriate.

## REPORTS

1. **Community Events Manager report – Argona**
2. **Strategic Plan – Argona**

## ANNOUNCEMENTS

### 1. Proposed Items for Future Agendas

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

- **Selection of finalists' artwork for public voting (March action item)**
- **2026 Site Visits (March/April)**
- **2026 Poster Artwork submission and selection recap (April report)**
- **Questions for 2026 Marketspread application**
- **Tier 3 Vendor requests**
- **Branding Subcommittee 50<sup>th</sup> Anniversary report**

### 2. Upcoming events and deadlines

- Fri., Feb. 6 *"Cheers to 50 Years"* exhibit opening reception at 1912 Center
- Fri., Feb. 20 – Submissions due for Poster artwork
- Mon., Feb. 23 – Registration closes for Craft & Food Jury 2
- Wed., Feb. 25 – Craft & Food Jury 1 held 9 am to 12 pm
- Mon., Mar. 2 – Registration closes for Craft & Food Jury 3

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- Wed., Mar. 4 – Craft & Food Jury 2 held 9 am to 12 pm
  - Fri., Mar. 6
    - Public voting opens for Market Poster artwork at 8 am
    - Applications due to Friendship Square entertainment
  - Wed., Mar. 11 – Craft & Food Jury 3 held 9 am to 12 pm
  - Wed., Mar. 25 – Returning Vendor Jury held 9 am to 12 pm
  - Fri., Mar. 27 – Public voting closes for Market Poster artwork at 8 am
  - Thu., Apr. 9 – Vendor Orientation

### **3. Farmers Market Commission regular meeting March 3, 2026 at Moscow City Hall in Council Chambers**

#### **ADJOURN**

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