

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 3, 2026

4:00 PM

Council Chambers
206 E. 3rd St.

Manning called the meeting to order at 4:01 PM

MEMBERS PRESENT: JT Manning, Chair; Kassie Smith, Jodi McClory, Colette DePhelps, Gerardo Alvarez
MEMBERS ABSENT: Samantha Martinet, Josh Larson, Phil Blankenship
OTHERS: Drew Davis (4:12)
STAFF: Amanda Argona, Amanda Reyes

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.

Alvarez read the mission statement aloud.

2. Approval of Farmers Market Commission February 3, 2026 Minutes (ACTION ITEM)

McClory moved for approval of the minutes as presented, seconded by Alvarez. Roll Call Vote: Ayes: 4. Nays: None. Abstentions: 1. 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.*

None.

4. 2026 Moscow Farmers Market Poster artwork selection (ACTION ITEM)

The 2026 artwork submission period closed on Fri., Feb. 20. Commission members were provided with 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 to present the top finalists for public voting consideration. No more than five finalists may be selected for public voting, which opens Fri., Mar. 6 and closes Fri., Mar. 27.

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

Commission members reviewed all artwork submitted for the 2026 Market poster and staff presented the five highest-scoring entries. A brief discussion ensued on potential criteria for future poster art submissions, including the possibility of limiting artists who are selected by public vote from submitting for a period of time. The top five artists moved forward for public voting were Johanna Walther, Rook Haug, Rebecca

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 3, 2026

4:00 PM

Council Chambers
206 E. 3rd St.

Lewis, Cori Dantini, and Rose Graham.

Smith moved for the selection of the five top-scoring artworks to be put forward to public vote, seconded by Alvarez. Roll Call Vote: Ayes: Unanimous (5). Nays: None. Abstentions: None. Motion carried.

5. Commission Budget Request FY27 (ACTION ITEM)

The Commission approved the FY27 budget request memo at the February meeting. An updated draft memo clarifying what the budget may be used for is being presented for approval. No changes have been made to the requesting amount.

DePhelps moved for acceptance of the drafted FY27 budget request as presented, seconded by McClory. Roll Call Vote: Ayes: Unanimous (5). Nays: None. Abstentions: None. Motion carried.

REPORTS

1. Community Events Manager report – Argona

Argona provided an overview of new Agricultural vendors requesting tier 3 status in their first season, including letters of support and references. Discussion focused on merits of each vendor, with Argona noting that both are strong candidates for different reasons such as adding diversity to product mix (Chesed Farms) or support of local producers who are familiar with previous Market operations and left in good standing (Runner Bean Ranch).

Argona reviewed requests by returning vendors to add products, confirming with the Commission who is required to undergo the jury process, and who made expand their line-ups sans jury. The Commission reaffirmed their desire to ensure that vendors operate from a place of quality while supporting other, small, independent businesses where possible. Discussion ensued around approved rotating menus and how to ensure Market standards are kept and met while allowing for flexibility, creativity, and product growth.

As requested at a previous Commission meeting, Argona reviewed past Marketspread application questions and discussed potential additions. She stated that the application is the most reliable format to receive and gauge feedback versus an end-of-season survey. Suggestions from the Commission included:

- Adding a question about the number of paid employees to highlight job creation
- Percentage of overall business sales made at the Market during market season
- Location of commissaries (specific to prepared food vendors)
- Pricing threshold
- Customer demographics.

Argona noted limitations in the Marketspread application, as well as citing issues from previous applications when leaving questions open-ended (i.e. asking vendors what a good sales day looks like). She indicated that she would follow-up with Steve Peterson who is providing an economic impact update on the paid employee question, and will add a questions about pricing to gather feedback for the Policy Subcommittee. She also

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 3, 2026

4:00 PM

Council Chambers
206 E. 3rd St.

noted that if the Public Health Department is unable to share commissary locations, this will be added to the application.

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.

- **2026 Site Visits (April)**
- **2026 Poster Artwork submission and selection recap (April)**
- **Branding Subcommittee 50th Anniversary report (April)**

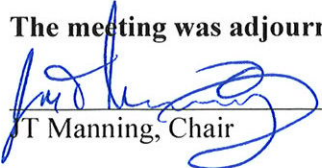
2. Upcoming events and deadlines

- ~~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~~
- ~~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~~

A roll call was conducted to identify volunteers for scoring the March 4, 11, and 25 Craft and Food Juries, as well as to assist with the upcoming Vendor Orientation.

3. Farmers Market Commission regular meeting April 7, 2026 at Moscow City Hall in Council Chambers

The meeting was adjourned at 5:43 PM


JT Manning, Chair


Date

ADJOURN

NOTICE: It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible

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 3, 2026

4:00 PM

Council Chambers
206 E. 3rd St.

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.