

Minutes of the regular meeting of the Winslow Agriculture Commission held on May 18, 2022 at 4:30 p.m. in the City Hall Conference Room, 21 Williamson Avenue, Winslow, Arizona.

MEMBERS PRESENT

Chairperson Larson
Commissioner Beall
Commissioner Chambers
Commissioner Mansfield
Commissioner Westwood (telephonically)

MEMBERS ABSENT

Commissioner Wood

STAFF

Suzy Wetzel, City Clerk
Ashley Salyers, Recording Secretary

The meeting was called to order by Chairman Larson at 4:30 p.m. The Pledge of Allegiance was recited and a moment of silence was observed. Roll was called and Commissioner Wood was absent. Motion: Moved by Commissioner Mansfield, seconded by Commissioner Beall, to excuse Commissioner Wood. Motion passed unanimously with Chairperson Larson and Commissioners Beall, Chambers, Mansfield and Westwood voting yes.

Prior to voting on the motion, there was a brief discussion regarding the fact that this is Commissioner Wood's second absence wherein the City Clerk advised that there is a form letter that can be sent to Commissioner Wood asking him to consider stepping down if he is unable to attend the meetings. Reference was made to the resolution language that states that a vacancy will be declared by the City Council after three consecutive absences.

Chairperson Larson welcomed Commissioner Chambers as the newest member of the commission.

DISCUSSION AND/OR ACTION TO APPROVE MINUTES – April 20, 2022 Regular Meeting

Motion: Moved by Commissioner Beall, seconded by Commissioner Mansfield, to approve the meeting minutes as written. Motion passed unanimously with Chairperson Larson and Commissioners Beall, Chambers, Mansfield and Westwood voting yes.

STATUS REPORTS

A. Report Regarding Meeting Held with Assistant City Manager to Discuss Agriculture Commission Budget for Fiscal Year 22/23

Commissioner Mansfield reported that the amount of \$1200 that is included in this fiscal year's budget, which ends on June 30th, will be used to purchase the Farmers Market banners for Second and Third Street. Commissioner Mansfield stated that the Assistant City Manager advised during the meeting that the amount of \$2500 will be included for the Agriculture Commission in the new budget.

Chairperson Larson thanked city staff for ordering the banners and putting them up so quickly.

COMMISSION CONSIDERATION AND ACTION

A. Discussion and/or Action Regarding Commission Vision and Goals Flyer

Chairperson Larson referenced the two flyers that were included in the agenda packet showing the Commission's vision and goals and each member expressed their opinion on their preference with the consensus being that the vertical flyer was their first choice.

Commissioner Westwood stated that he would like to have the Farmers Market logo removed from the flyer due to the fact that the Commission is involved with more than just the Farmers Market. After further discussion, the following motion was made:

Motion: Moved by Commissioner Beall, seconded by Commissioner Chambers, to go with the vertical design flyer as-is. Motion passed with Chairperson Larson and Commissioners Beall, Chambers and Mansfield voting yes and Commissioner Westwood voting no.

B. Discussion and/or Action Regarding Education Programs/Workshops Including Advertising and Establishment of Program Development Team

At the request of Chairperson Larson, Commissioner Westwood discussed his thoughts regarding creation of an Education Development Team that would consist of two or three commission members, Daniel Tafoya, who is involved with agriculture at the high school, and a member of the school board to assist with student and faculty participation and education. Chairperson Larson commented on having a school board member on the team and stated that the Library and Community Garden could be used for educational purposes for both the public and students.

There was further discussion regarding the need to have school participation and buy-in and the suggestion was made to reach out to Mervine Nelson at the Library, and Stephanie Peterson, a local gardener and educator, to determine if they would be interested in serving on the team.

After discussion regarding the need to prepare a 12-month Education Day schedule, Commissioners Chambers and Westwood volunteered to serve on the Education Team. Commissioner Westwood shared his thoughts regarding program topics that consisted of the following:

Backyard Gardening Planning	Seed Starting/Transplanting
Pest & Disease Management	Smart Water Management
Food Preservation	Native & Adaptive Plants
Greenhouses/Sheds (permit requirements)	

Other topics discussed included a Farmers Market class and children classes at Sweetland Community Garden.

C. Discussion and/or Action Regarding Farmers Market Including Advertising and Designation of Manager and Alternate

Discussion regarding advertising for the Farmers Market included the new banners on Second and Third Street, placement of the four sandwich boards at various locations and the best location for two small vinyl banners. Commissioner Mansfield stated that there will be a food truck parked at the end of Kinsley this week so that it is visible from downtown. There was also discussion regarding creation of a Farmers Market flyer to place at hotels and local businesses, as well as other areas throughout the city.

With regard to designation of a Farmers Market Manager and Alternate Manager, the following motions were made:

Motion: Moved by Chairperson Larson, seconded by Commissioner Beall, to designate Linda Mansfield as the Farmers Market Manager. Motion passed unanimously with Chairperson Larson and Commissioners Beall, Chambers, Mansfield and Westwood voting yes.

Motion: Moved by Commissioner Mansfield, seconded by Commissioner Westwood, to nominate Berry Larson as the Alternate Farmers Market Manager. Motion passed unanimously with Chairperson Larson and Commissioners Beall, Chambers, Mansfield and Westwood voting yes.

D. Discussion and/or Action Regarding 2023 Farmers Market Guidelines

Chairperson Larson stated that this item will be included on the agenda for each meeting so that an open discussion can take place to begin establishing guidelines for next year.

There was general discussion regarding how the season has gone so far this year and each commission member provided recommendations and suggestions for next season.

FUTURE AGENDA ITEMS

Commissioner Westwood requested that continued discussion regarding education programs be included on the next agenda.

Commissioner Mansfield requested that attending the Rural Policy Forum be included on the next agenda.

Commissioner Beall requested that discussion regarding victory gardens and edible landscaping be included on a future agenda.

ADJOURNMENT

Motion: Moved by Commissioner Chambers, seconded by Commissioner Mansfield, to adjourn at 5:28 p.m. Motion passed unanimously with Chairperson Larson and Commissioners Beall, Chambers and Mansfield voting yes. Commissioner Westwood left the meeting prior to adjournment.

Chairperson Berry Larson

ATTEST:

Ashley Salyers, Recording Secretary