

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 7, 2026

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 3, 2026 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. **50th Anniversary graphic suite (ACTION ITEM)**

The Branding Subcommittee has reviewed proposed graphics commemorating the Market's 50th anniversary milestone. A final draft is being presented for approval.

PROPOSED ACTIONS: Approve proposed graphics, or take such other action deemed appropriate.

5. **Craft & Food Jury evaluation (ACTION ITEM)**

Staff have fielded various feedback on the Craft & Food Jury process this year from both prospective and returning Vendors and is recommending an evaluation and refinement of the process in the following scope:

- Updating and aligning scorecard with criteria selection like Poster Artwork
- Piloting at-Market jury process in 2026 for returning Vendors, with particular attention to Agricultural Vendors
- Assessment on adopting a single judging scorecard evaluation and scribe model

Previously significant evaluation to the Craft & Food Jury process was in 2019, with 2020 being the first year the current model was in practice.

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PROPOSED ACTIONS: Task Craft & Food Jury Subcommittee with proposed evaluation scope, or take other action as deemed appropriate.

6. Site Visits 2026

Each year, staff closes the recruitment period for new Agricultural Vendors prior to the opening of the Marketspread application (typically before and/or around St. Patrick's Day and/or Spring Equinox). This year, the recruitment period closed on Fri., Mar. 13, with the Marketspread application opening on Mon., Mar. 16. This allows staff time to screen Vendors for eligibility, qualifications, and approval. The tentative Site Visit schedule is as follows:

- Thu., Apr. 16 – Chesed Farms, Walla Walla, WA (6+ hours)
- Thu., Apr. 23
 - M+M Funny Farms, Moscow, ID
 - Long Table Farm, Pullman, WA
 - Runner Bean Ranch, Palouse, WA
 - Kerr Microgreens, Hayden, ID
- Thu., May 7
 - Wheeler Gardens, Pullman, WA (2 locations)
 - Palouse Blooms, Palouse, WA
 - Green Valley Produce, Fernwood, ID
- Tue., Jun. 9
 - Koenig Family Farm, Troy, ID
 - R. Ensley, Colfax, WA
- Thu., Jun. 11 OR Tue., Jun. 16
 - Alvarez Family Farm, Sunnyside, WA (7+ hours)
- TBD Fall '26 – Mike & Michelle Carpenter, Princeton, ID

PROPOSED ACTIONS: Assign Site Visit Subcommittee members to attend, or take other action as deemed appropriate.

REPORTS

1. Community Events Manager report – Argona

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.

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2. Upcoming events and deadlines

- Thu., Apr. 9 – Vendor Orientation
 - 2 pm – New Vendor Q&A
 - 3 pm – All Vendor Check-in begins
 - 3:30 pm – Orientation
 - 5 pm – End
- Sat., May 9, 9 am to 12 pm – Commission hosting 2026 Poster Artist
- Sat., Jul. 25 – RMA 1
- Sat., Aug. 8
 - 9 am to 12 pm – National Farmers Market Week Celebration
 - RMA 2
- Thu., Aug. 13, 5 to 8 pm – Market Through the Years event hosted at and by MCOC+VC
- Sat., Sep. 12 – RMA 3
- Mon., Sep. 21, 7 pm – Annual Citizen Commission report to Council
- Sat., Oct. 31 – Costume Contest
- TBD Nov., 7 pm – Costume Contest awards presentation at Council

3. Farmers Market Commission regular meeting May 5, 2026 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.

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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

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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 re-affirmed 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

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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

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DRAFT

1



Assets





Cupcake brigade



April 2nd, 2026

Moscow Farmers Market Commission,

My name is Lindsay Myron and I own and operate Smoot's Flavor Farm 17 miles northwest of Moscow. This will be my 7th season as a farm vendor at the Moscow Farmers Market. I mostly sell dried herbs and garlic from our vertically integrated farm.

This year I entered into the jury a soup mix, with Palouse grown pulses that are flavored with our dried herbs. We are still finalizing all the details on this, but I had hoped to do a soft launch in May to get customer feedback and then do an official product launch in soup season, or September and October.

Our soup mixes failed the jury by a fraction of a point (0.74 pts). I entered a demo product as I'm still finalizing everything. I apologize that I failed to include some components, like potential allergens and pricing information. I labeled all ingredients and believe if I had explicitly written that there are NO allergens in my product, that it would have passed the jury.

I am regulated by the Washington State Department of Agriculture. I take food safety *very* seriously. Improper labeling of allergens is an automatic recall. Recalls are the fastest way for a small food business like mine to go under. I take it very seriously and comply with allergen labeling rules.

I understand the need to objectively vet prospective vendors and to ensure that new products meet the ethical and sustainability objectives of the market. And as a farmer / food processor, I observe challenges in entering products only once a year without a remediation process. I would like to be reminded that this process can be a conversation not a judgement.

I respect the opinions of the jurors and view them as representative of the market community; it's a litmus test for new products. For the record, their written feedback on the product was all positive. When it comes to the food and nutrition made available at this market by farm vendors in particular, I think it would be beneficial to adjust this process. The products I grow, process and market are perishable, even though they are shelf-stable. Innovation and the ability to pivot is an important part of marketing perishable foods.

There is currently no avenue for remediation and as per the current rules I have to wait until next year to re-enter this product. I ask the commission to reconsider my product entry for approval. I also ask the commission to revisit the jury process for farm vendors. Perhaps there could be a remediation process to make requested adjustments, or perhaps there could be multiple juries within the season. Alternatively, perhaps there could be a separate process for farmers, so that ingredient sourcing and food safety compliance can be vetted and approved.

Thank you for your time and consideration.



MOSCOW FARMERS MARKET COMMISSION



April 7, 2026 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

VACANT
Moscow Chamber of
Commerce + Visitor Center
representative

Jodi McClory
Produce Vendor
representative

Gerardo Alvarez
Specialty Food Vendor
representative

VACANT
At-large member

Amanda Argona
Staff Liaison

Drew Davis
Council Liaison

Community Events Division
Moscow Farmers Market
504 S. Washington St.
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)

First year Tier 3 status requests

- Green Valley Produce

Vendor Roster

- 175 Vendors (pre-Orientation)
 - 59 – Agricultural
 - 74 – Craft
 - 42 – Food
- Tier 3 occupies 84 spaces (max. 80% = 88 spaces)
 - 44.5 – Agricultural
 - 19 – Craft
 - 20.5 – Food
- Upgrades
 - Kate Creates
 - La Pâtisserie
- 26 open spaces (min. 20% = 22 spaces)

2026 Poster Artwork re-cap

- 1,240 total votes
 - Dantini, C. – 569
 - Graham, R. – 73
 - Haug, R. – 114
 - Lewis, R. – 306
 - Walther, J. – 178

Commemorative Calendar

Check-in volunteers for Orientation



February 27, 2026

Dear Moscow Farmers Market Board,

I am writing to offer my support for John Ratzlaff and his application to become a vendor at the Moscow Farmers Market.

I have had the pleasure of knowing and working with Mr. Ratzlaff during his many years supplying produce to PrairieLand Market in Salina, Kansas that supported our store front and our Community Supported Agriculture program. Over that time, he built a well-earned reputation for consistently delivering high-quality, fresh, and responsibly grown produce. His reliability and commitment to the local food community made him a trusted supplier and an important contributor to our regional food network. He also played an integral part in forming and maintaining a Saturday Farmers Market, in Salina, to supply the community with fresh, locally grown produce.

Since relocating to Idaho, he has continued his dedication to high-quality specialty crop production. I am confident he would bring the same consistency to the Moscow Farmers Market that he demonstrated for years in Kansas.

I respectfully encourage you to give his application your full consideration. I am confident he would be a positive addition to your vendor community. Please feel free to contact me if you would like any additional information via email at manager@prairielandmarket.org.

Sincerely,

Kirsty Hartley
Store Manager

MOSCOW FARMERS MARKET COMMISSION



Location	2026	2025	2024	2023	2022	2021
Moscow	11	6	20	17	20	20
Deary	0	0	1	0	0	1
Kendrick	0	0	0	1	0	0
Potlatch	0	0	0	1	1	1
Troy	0	0	0	0	1	0
Viola	0	0	0	0	1	0
Colfax	0	0	0	0	0	1
Pullman	2	1	4	3	2	4
Boise	0	0	0	0	0	1
Coeur d'Alene	0	0	0	0	0	1
Lewiston	1	0	4	2	0	0
Orofino	0	1				
Nampa	1					
	15	8	29	24	25	29

Student	2026	2025	2024	2023	2022	2021
University of Idaho	2	1	3	2	5	4
New Saint Andrews College	0	0	1	0	0	0
Washington State University	0	0	1	2	0	0
Lewis-Clark State College	0	0	1	1	0	1
Other	0	0	1	0	0	0
	2	1	7	5	5	5

MOSCOW FARMERS MARKET COMMISSION



Outreach	2026	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	
Social Media – City Arts channel (FB/IG/e-news)	4					
Social Media – City Market channel (FB/IG/e-news)	5					
Website		2	2	3	1	4
Word of Mouth	4	1	4	4	7	5
E-newsletter (City, MCOC+VC)	1	2	2	7	7	1
Print (newspaper, Utility Billing, Home & Harvest, flyer)		1		1	1	7
Other		1	1		3	1

Votes	2026	2025	2024	2023	2022	2021
Total	1,240	1,054	1,558	1,246	972	1,004
Opening day and following Sat.	58%	40%	57%	61%		
Week 1	26%	16%	16%	26%		
Week 2	5%	12%	20%	9%		
Week 3	12%	33%	7%	4%		