



# City of Ann Arbor

301 E. Huron St.  
Ann Arbor, MI 48104  
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## Meeting Minutes Public Market Advisory Commission

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Thursday, September 18, 2014

5:30 PM

301 E. Huron St., 2nd Fl. Council Chambers

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### A CALL TO ORDER

The meeting was called to order at 5:30pm.

### B ROLL CALL

**Present:** 5 - David Santacroce, Aimee Germain, Jillian Lada, Karlene Goetz, and Peter Woolf

### C APPROVAL OF AGENDA

### D FIRST PUBLIC COMMENTARY (AGENDA ITEMS ONLY) - (3 Minutes per Speaker)

### E APPROVAL OF MINUTES OF PREVIOUS MEETINGS

**E-1** [14-1406](#) Public Market Advisory Commission Meeting Minutes of August 21, 2014

Approved by the Commission and forwarded to the City Council due back on 10/20/2014

### F PRESENTATIONS

### G REGULAR BUSINESS (AGENDA ITEMS)

#### G-1 Market Infrastructure Project Update

The annual update process for the city's Capital Improvements Plan is underway. A proposal has been made to move up the timeline in the CIP for a winterization project at the market. Commissioner Santacroce inquired about adding to the scope of the project listed in the CIP to include the potential structure to be built in the market's sand lot area. Market Manager DeWitt will consult with city staff on the issue.

#### G-2 Vote to change date of October PMAC Meeting from October 16 to October 23

Approved.

**Present:** 5 - David Santacroce, Aimee Germain, Jillian Lada, Karlene Goetz, and Peter Woolf

**H NEW BUSINESS (NON-AGENDA ITEMS)**

**I REPORTS**

**I-1 [14-1407](#) September 2014 Market Manager Report**

Market Manager DeWitt presented information on the average attendance of market vendors over the past two fiscal years (FY13 and FY14). As part of proposed updates to the Public Market Operating Rules to be present at the October meeting of PMAC, Market Manager DeWitt proposes an increase in the minimum attendance requirement of market vendors from 15 to 20 market attendances per year. Commissioners requested additional information regarding the median attendance in addition to the number of vendors who would be affected by this change. The additional information has been provided to the commission and included here:

In FY14 (July 1, 2013 – June 30, 2014):

- 1 annual vendor did not meet the 15 time attendance requirement for seniority. 13 annual vendors came at least 15 times but less than 20 times.
- 15 daily vendors did not meet the 15 time attendance requirement for seniority. 14 daily vendors came at least 15 times but less than 20 times.

Median attendance for FY13:

Annual – 34

Daily – 24.5

Median attendance for FY14:

Annual – 33

Daily – 24

Given the median attendance for daily vendors was less than 25, city staff does not recommend moving the minimum requirement up to 25, but rather only recommend moving it up to 20 at this time.

In FY15 (which began July 1, 2014):

- 34% of annual vendors have already met the 15 time minimum and 21% of annual vendors have already attended at least 20 times.
- 24% of daily vendors have already met the 15 time minimum and 20% of daily vendors have already attended at least 20 times.

**J SECOND PUBLIC COMMENT (NOT LIMITED TO AGENDA ITEMS)**

**L ADJOURNMENT**