

# City of Ann Arbor

301 E. Huron St.  
Ann Arbor, MI 48104  
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## Meeting Minutes - Draft

Thursday, March 20, 2025

5:30 PM

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## Public Market Advisory Commission

**A CALL TO ORDER**

Chair Woolf called the meeting to order at 5:32pm.

**B ROLL CALL**

**Present:** 4 - Lisa Young, Jeff Nemeth, James Booge IV, and Emma Hardy

**Absent:** 1 - Peter Woolf

**C APPROVAL OF AGENDA**

A motion was made by Nemeth, seconded by Booge IV, that the Agenda be Approved as presented. On a voice vote, Chair Young declared the motion carried.

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

No public commentary was provided

**E APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

A motion was made by Booge IV, seconded by Nemeth, that the Minutes from the previous meeting be Approved as presented. On a voice vote, Chair Young declared the motion carried.

**G REGULAR BUSINESS (AGENDA ITEMS)****I. General Updates****a. Staffing****b. Vendor Applications****c. Events****d. Facility/Repairs/Demolition Updates****e. Construction Updates****I. General Updates****a. Staffing**

Market Manager Stauffer introduced new Assistant Market Manager II/Outreach Coordinator Layla Khorsheed to PMAC. She also mentioned that Assistant Market Manager Lunia Oriol will be coming back soon from her City-mandated 2 months off. Her first market

back will be April 19.

**b. Vendor Applications**

Market Manager Stauffer said that market staff is in the process of completing the processing of returning vendor applications. She mentioned that, in addition to staffing shortages, part of the delay had to do with the printer going down right around the March 1 due date, as well as IT issues getting Layla the correct access to be able to help process the returning vendor applications. Commissioner Nemeth asked which vendors were not returning for this season and Stauffer let him know that it was mostly people we were expecting to not return due to retirements, health issues, moving away, and other reasons. Market Manager Stauffer also said that market has been receiving a very high volume of new vendor applications due to the new online application option, and that processing of those applications has been slowed down due to processing the returning vendor applications first so we know how much space has opened up. Chair Young asked if there was a way we could automate the process. Commissioner Hardy also asked about streamlining the process and had questions about the impact that printer going down had on market operations.

**c. Events**

Market Manager Stauffer said that market staff is still in the process of putting together our schedule of events for the season. She mentioned that we have already received 13 applications for vendors wanting to participate in our Food Truck Rallies. She mentioned that we have also spoken with many community groups and received inquiries from musicians looking to provide live music.

**d. Facility/Repairs/Demolition Updates**

Market Manager Stauffer mentioned at that the demolition schedule had been pushed back due to unforeseen electrical challenges encountered while moving the electrical grid outside the market office building ahead of the demolition. The schedule right now is on target for April.

**e. Construction Updates**

Market Manager Stauffer mentioned that everything was moving forward with the construction projects surrounding the market and that she would provide updates as they become available.

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

Commissioner Booge and Chair Young inquired about scheduling the next in person PMAC meeting in April or May, since we are able to have 3 more this year. Young asked as well whether the City could attend. PMAC chose May for the next in person meeting.

Commissioner Hardy gave a short update about the Producer Only Subcommittee, stating that she has been working on preliminary information gathering with vendor Karlene Goetz.

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

Vendor Debbie Marx thanked the commission for the extra effort they are putting forward to have in person meetings. She also said she was looking forward to the new people coming to the market, both staff and vendors.

Vendor Collin Whittaker chimed in to let the commission know that the Planning Commission meetings are Tuesday at 7pm if people wanted to provide commentary for the upcoming additional construction projects surrounding the market area.

**L ADJOURNMENT**

Chair Young adjourned the meeting at 6:09pm.

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