

City of Ann Arbor

301 E. Huron St.

Ann Arbor, MI 48104

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Meeting Minutes - Draft

Thursday, January 16, 2025

5:30 PM

**This meeting will be broadcast live on CTN Cable Channel 16,
ATT Channel 99, and online at a2gov.org/watchCTN**

Electronic Meeting

Public Market Advisory Commission

A CALL TO ORDER

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

B ROLL CALL

Present: 5 - Peter Woolf, Lisa Young, Jeff Nemeth, James Booge IV, and Emma Hardy

C APPROVAL OF AGENDA

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

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

No public commentary provided

E APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Young, seconded by Hardy, that the Minutes of the previous meeting be Approved. On a voice vote, Chair Woolf declared the motion carried.

G REGULAR BUSINESS (AGENDA ITEMS)

I. General Updates

- a. Staffing Updates**
- b. Vendor Applications**
- c. 2024 Events**
- d. Market Office Demolition Updates**
- e. Bylaws update before Council Feb. 3**

a. Market Manager Stauffer said that the new posting for the Assistant Market Manager II/Outreach Coordinator position is now live on the City jobs website. She said she hopes to have a new person ready to start by March 1.

b. Market Manager Stauffer said that the online application for returning vendors is now live. She also mentioned that vendors who

prefer to get a paper copy may request one and about 10 vendors have asked for that so far. She also said that we have already received at least 10 new applicants using the new online application

c. Market Manager Stauffer said she was in the process of creating the events calendar for the upcoming season. She said that the cooking demos, food truck rallies, flower day, and other events were in their regular place and she was working to iron out details for community groups, live music, food trucks & carts, on market days, and a potential Asian Night Market in collaboration with vendor Marupo Eats.

d. Market Manager Stauffer presented an update on the market office demolition project. She said that two dead trees have already been removed, the water line has been turned off at the street, and they are getting ready to move the electrical underground. She also said that the pod and shed will need to be replaced by another type of storage. The overall goal is to minimize market disruptions throughout the project.

e. Market Manager Stauffer said the bylaws revision process is almost complete, and that the bylaws went in front of Council for first reading on February 3.

II. PMAC Officer Elections

- a. Chair
- b. Vice Chair

Market Manager Stauffer facilitated the Annual PMAC officer elections. After some discussion, PMAC members agreed on the following slate:

Chair- Lisa Young
Vice Chair- Jeb Booge

Members then sent their choices to Market Manager Stauffer via secret ballot, with the selections to be announced at the February meeting.

H NEW BUSINESS (NON-AGENDA ITEMS)

Commission members decided to hold the February 20 meeting in person at Larcom City Hall.

Chair Woolf asked whether or not the market participates in the Kerrytown Shops gift certificate program, and if not, should be have one for the market? Market Manager Stauffer mentioned that we have customers who purchase tokens as gifts-- it is not the same as physical gift card, but it does come with a page that explains it is a gift and how to use it.

J SECOND PUBLIC COMMENT (NOT LIMITED TO AGENDA ITEMS)

Vendor Debbie Marx said that she would like to see schools and other community groups involved in the proposals to carry items for market shoppers. She shared her appreciation for the work of everyone on the Commission.

L ADJOURNMENT

Chair Woolf adjourned the meeting at 6pm

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