

City of Ann Arbor

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Meeting Minutes - Draft

Thursday, May 21, 2026

5:30 PM

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Public Market Advisory Commission

A CALL TO ORDER

Vice Chair Goetz called the meeting to order at 5:35pm

B ROLL CALL

Present: 5 - Lisa Young, Jeff Nemeth, Emma Hardy, Will Brinkerhoff,
and Karlene Goetz

Absent: 1 - Marcus Flores

C APPROVAL OF AGENDA

A motion was made by Young, seconded by Brinkerhoff, that the Agenda be Approved as presented. On a voice vote, Vice Chair Goetz 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 Nemeth, seconded by Hardy, that the Minutes be Approved with changes, that Commissioner Nemeth was marked as absent incorrectly last month. On a voice vote, Vice Chair Goetz declared the motion carried.

G REGULAR BUSINESS (AGENDA ITEMS)

I. General Updates

a. Events

Cooking Demo #1 May 13

Market Manager Stauffer shared that the 1st Cooking Demo of the season was last Wednesday, and was one of the best attended ones yet since it was attended by a large field trip of 4th graders from Burns Park Elementary. Assistant Market Manager Moss led the demo, creating a dish featuring market asparagus, and all participants got a sample. Many of the kids asked for seconds of the asparagus and they were very engaged when talking about their favorite fruit and the science of vinaigrette! Stauffer reminded the

commission that the cooking demos this season will be on the 2nd Wednesday of the month at 11am, May-September, and that they are sponsored by a food safety grant from Michigan Farmers Market Association for the 4th year in a row.

Flower Day May 24 10am-4pm

Stauffer affirmed that the annual flower day event will be this coming Sunday, in partnership with the Sunday Artisan Market. In addition to the artisans from that market, there will be 7-8 growers from the market as well as a few other regular vendors and prepared food vendors, including Simply Spanish food cart. She said there would also be live music, kids' activities, and what sounds to be good weather.

A2Zero Week Food Walking Tour June 3 11am-1:30pm

Stauffer discussed the upcoming A2Zero Week Food Walking Tour that will start at the market at 11am on Wednesday June 3rd. She invited anyone who wants to participate to RSVP, and that the walking tour will be visiting local food and beverage businesses in the downtown area, including market vendors and others popping up for the day, Argus Farm Stop, Bev's Bagels, Bloom Meadworks, Roos Roast, Zingerman's, and more.

2nd Annual Asian Night Market June 12 5-9pm

Stauffer announced that the 2nd Annual Asian Night Market will be held at the market on June 12, 5-9pm. She said it will be filled with food vendors, artisans, live music and performance, and will be a wonderful celebration of Asian culture. She noted that this event is happening in partnership with Marupo ACTS, the non-profit arm of former vendor Marupo EATS, and they were able to secure many wonderful grants for this year, and is hoping that this will become an annual June event.

No June PMAC Meeting

Market Manager Stauffer reminded the commissioners that there will be no June meeting as she will be out of the country visiting family.

b. 2026 applications

Market Vendors & Food Truck Rally Applications closed

Stauffer affirmed that the market vendor and food truck rally applications are now closed for the season. She said that they received 84 applications for market vendors and many other inquiries since market staff stopped accepting applications, a bit higher than the 67 applications last year, although that may just be

because this year the application was available longer. To provide data, market manager Stauffer said that out of those applications, 20% were for non-food artisans, ~60% value-added, with 40% of that cottage food vendors, 8% farms, 12% mobile food vendors, & 4% 'other').

Stauffer noted as well that the food truck rallies have been capped at 11-16 food businesses this year, mainly due to the uncertainty around how the water main construction of 4th Ave will impact market access for large vehicles like food trucks.

Commissioner Hardy asked what the process was for inquiries after the closure of the market application and Stauffer answered that they are told there are no openings, and depending on what type of vendor they are, they may be pointed towards the Sunday Artisan Market, Westside Market, or to other farmers markets in the area using Michigan Farmers Market Association's 'farmers market locator' website tool.

Musicians & community groups application still open
She reiterated that market staff are still taking applications for community groups for Wednesdays as well as live music for special events and market days.

c. LOGOS to CivicRec Transition

New Yearly Invoicing Process for Annual & Daily Vendors

June 30 payment deadline

Market Manager Stauffer explained that the first round of invoices for Annual Vendors have gone out and that I know a few vendors received an email about it yesterday. She said that she and Assistant Market Manager Oriol were working out the kinks and the rest of the annual vendor invoices will be going out soon. She mentioned that they prioritized annual status vendors because they are required to pay yearly, but will also send the invoices soon to daily status vendors that want to pay yearly. She also stated that June 30 is still the payment deadline and with CivicRec it should be easier to pay an invoice online, although vendors can still pay in person on market days.

d. Food Assistance

\$50 DUFEB daily match began May 1

Stauffer noted that the daily SNAP match for Double Up Food Bucks is now \$50 as of May 1. She explained that last year it was \$20/day until the SNAP pause in November when they made it unlimited matching. It had continued to be unlimited until May 1.

She said it is a wonderful program that is a win-win for both customers and vendors, but it does mean that the market is running out of green tokens again, even after ordering more in the winter. She reminded vendors with green tokens to turn them in ASAP.

DUFB grant paperwork submitted for approval

Stauffer shared that the market had just received their 2026 contract and grant paperwork for Double Up Food Bucks. She explained in detail how the grant process works and how it often takes months before completion since it needs multiple levels of approval, including Parks Advisory Commission, City Council, as well as City administrators. She anticipates that it will be completed in July, which is similar to years past.

Prescription for Health program begins in June

Stauffer said that program participants should be getting their Prescription for Health coupons in early June and that they get \$100 for the season to spend on fruits and vegetables at the market. They are \$1 paper coupons that all growers can take.

Commissioner Hardy asked if vendors knew that they can take these coupons. Stauffer responded that all new vendors have been informed about this program during their orientations, and it is also in the email communications that are shared weekly, but there may be a situation where vendors may not be making their staff aware of their eligibility. She also noted that she did not think Prescription for Health was able to be taken at market when our token signs were created. Stauffer said as well that the person who helped facilitate the program at Washtenaw County Public Health Department had been promoted and we had been working with a different person who had not been as communicative about the program or shared as much information.

WIC Produce Connections & Senior Project Fresh

Market Manager Stauffer gave an overview of these programs and how they had changed from being facilitated by market staff to being grower-driven over the last two years. She also lamented how the market went from 50+ growers participating to 3 in Senior Project Fresh, and 1 in WIC Produce Connections. She said market staff is hopeful that more growers will join the program, but understands the barriers to entry that are now in place.

e. Facility & Repairs

Project to repair market columns & bolts complete

Market Manager Stauffer said that the project to repair the market columns and bolts is now complete and vendors and patrons may have noticed the repairs. She said she is not sure if the columns will be painted still or if the concrete will be repaired in the areas that it is needed, but that can be completed by Park Operations when they are done with the urgent assessments and repairs needed after the tornado at Vets' Park.

Portable Toilets Upcoming Removal-

Market Manager Stauffer mentioned that due to ongoing issues of vandalism and difficulty managing the functionality and quality of the portable restrooms, the decision has been made to remove them. She explained that the ability to lock the large one went away in April when someone broke the lock off of it, and Park Operations had not been able to assist coordinating with the sanitation company due to the tornado damage at Vets Park. As a result, Stauffer said that she arrived at market two weeks ago to someone living in the large one. After that incident, she discussed the situation with her supervisor Remy Long and they both made the decision to have them removed, now that they are assured that the throne will be staying there for at least another year.

Commissioner Hardy interjected that the spinning bird deterrents do not work at all and that they should be removed and the netting should return. Stauffer agreed, stating that they work so poorly that Assistant Market Manager Moss took a picture of a bird 'riding' on one of them. She also said that that picture has been shared with the supervisors and they know they are not functional, and hopefully that is something that can be addressed once Park Operations is not inundated with tornado repairs.

RFP selection almost complete for 12 month community engagement process

Commissioner Hardy asked when will they know the consultant's RFP has been selected and Stauffer answered that she is not sure when that will be known but she will share that info as soon as she has it.

Commissioner Young asked who will be doing the interviews for the RFP selection and Stauffer answered that it is a team comprised of her, her supervisors within Parks and Recreation, Parks Planning Staff, and a representative from the Downtown Development Authority (DDA)

f. Neighboring Construction Updates

Braun Court redevelopment

Market Manager Stauffer said that the last 4 buildings of Braun Court had been demolished in the first weeks of May, and that the demolition team is still clearing the site of debris. She also mentioned that unfortunately the Bar at Braun Court building was taken down during the May Cooking Demo, when 97 4th graders from Burns Park and their teachers and parent chaperones were there. The noise was a bit of a challenge to navigate as a result but market staff made it work. She also mentioned that now that the demolition is done, they will be prepping the site for the new development, a 7 story 'above market' condominiums- 34 or 36 units, with an entrance to underground parking off the alley behind that lot.

4th Ave closure

Stauffer also shared that she is not fully sure yet when the 4th Ave partial closure will occur and the development team said that they would give 2 weeks notice beforehand. The development team stated June or July during the meeting we had with them before the demolition, but market staff will not know that for some time still. Stauffer also said that once the road closure happens, it means that the South entrance to the market parking lot will be closed for the duration of the water main project, ~4-8 weeks, while the North entrance to the parking lot will be temporarily shifted to the North, removing the signage and adding a ramp, so that large trucks and other large farm vehicles can still get into the lot. She mentioned that the development team said the duration of that should not be longer than 2 market days before it is finished at the entrance goes back to being fully open.

303 Detroit Street staging

Commissioner Hardy asked if this is the same project as before. Stauffer answered that it was, although there had been some delays since there was a change in the design plans of the 303 Detroit Street project. Mainly, since they decided not to put in the car elevator, they had to resubmit plans to the City and it delayed receiving their permit to erect the fencing inside the market footprint.

II. Producer Only Subcommittee Report

Commissioner Hardy asked if vendor inspections had been happening. Market Manager Stauffer answered that Assistant Market Manager Moss has been doing inspections, starting with the newest vendors and other vendors who have not yet been

inspected since the last inspector retired. Hardy was happy to hear that.

H NEW BUSINESS (NON-AGENDA ITEMS)

Market Manager Stauffer wanted to thank Commissioner Young for her many years of commitment to PMAC, and support of the market through her students, through her patronizing the market as a customer, and more. Young said she would still be around to support through the community engagement process and being the 'squeaky wheel' at planning commission or whenever it is needed.

J SECOND PUBLIC COMMENT (NOT LIMITED TO AGENDA ITEMS)

Vendor Debbie Marx- said she wanted to chime in and say thank you to Lisa for the many years of service for PMAC and hopes we won't miss her around the market and in the upcoming community engagement process. She wants to thank everyone else for their support of the market as well.

L ADJOURNMENT

Vice Chair Goetz adjourned the meeting at 6:19pm

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