



# City of Ann Arbor

301 E. Huron St.  
Ann Arbor, MI 48104  
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## Action Minutes

### Public Market Advisory Commission

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Thursday, February 17, 2022

5:30 PM

Electronic Meeting

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**A CALL TO ORDER**

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

**B ROLL CALL**

Commissioners present at the start of the meeting: Holly Parker, Lisa C. Young, Jeff Nemeth, Stephanie Willette. Peter Woolf joined later in the meeting.

**C APPROVAL OF AGENDA**

A motion was made by Young, seconded by Willette, that the Agenda be Approved. On a voice vote, the Vice Chair Parker declared the motion carried.

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

No public comment given

**E APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

Approval of the minutes from the previous meeting was tabled until the next meeting.

**G REGULAR BUSINESS (AGENDA ITEMS)**

**I. Election of Officers**

Election of officers moved until later in the meeting since Chair Woolf was not yet present. Commissioners submitted their votes for Chair and Vice Chair to Market Manager Stauffer. The results will be announced at the next meeting.

**II. General Market Updates**

**a. Staff & Vendors**

Market Manager Stauffer gave the Commission updates about staffing and vendors. Staff continues to be steady at market, with the additional assistance of regular volunteer Ginalyn Paderan.

Returning vendors have until March 1 to hand in their applications for the 2022-2023 season. New vendors have begun to be admitted to the market again, after a pandemic-related pause last year.

b. Facility

Market Manager Stauffer provided updates about the market facility and grounds. She mentioned that she had met with the landscape architects to discuss past, current, and present improvements to the space, and that she had met with Parks operations in the fall to address certain maintenance projects. These projects include power-washing and repainting the underside of the market roof, cleaning the gutters, power-washing the market, repairing cracked stalls, making new market signs, fabricating new outer doors for the market office building, and more.

Commissioner Willette inquired about increasing the wireless signal at the market and manager Stauffer mentioned that that is in process with the City's IT department.

Market Manager Stauffer provided a quick overview about the progress of the winterization project and Commissioners had many questions about the timeline and proposal options.

Market Manager Stauffer mentioned that the market is in compliance with the City of Ann Arbor ordinance to provide free feminine hygiene products to all. She also mentioned that she hopes to open the market bathrooms up to the public soon, as soon as the risk of COVID-19 is lessened.

c. Events

Market Manager Stauffer mentioned that market staff is in the process of creating the events calendar for the upcoming season.

d. COVID-19 protocol

Market Manager Stauffer reported that the market office will remain closed to the public for the immediate future and that market staff would keep running tokens and answering questions out of the market office window. Masks continue to be required in all indoor City of Ann Arbor spaces, but not outdoors.

### III. Sign-In Process Rule Change Continued

a. Vendor Survey Update

Market Manager Stauffer mentioned that market staff are in the process of collecting survey responses from vendors in regards to the sign-in process changes. The full response report should be available at the next meeting.

**IV. CBD at the market policy update**

Market Manager Stauffer reported that she is in the process of finalizing the market CBD product policies. Following guidelines from Michigan Department of Agriculture and Rural Development (MDARD) and the Michigan Farmers Market Association (MIFMA), the market will allow sales of the following CBD products: topical salves and balms, smokable hemp flower, hulled hemp seed, hemp seed power, and hemp seed oil. Applicable licenses and permits will be required for vendors of CBD products. No viable seeds or plants can be sold at market, and no beverages or foods made with CBD flower or CBD flower extracts can be sold at the market. First priority for CBD products will be given to current market vendors. Previous PMAC discussions had excluded smokable CBD flower.

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

Chair Woolf mentioned that he wanted to begin the process of revision of the bylaws at future meetings.

Commissioner Young mentioned that she would like to see an annual report created to be presented at a future meeting.

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

No public commentary given

**L ADJOURNMENT**

Chair Woolf adjourned the meeting at 6:38

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