



CHURCH STREET MARKETPLACE

Church Street Marketplace District Commission Meeting Minutes Wednesday, March 27, 2024

ATTENDANCE:

Commissioners: Mark Bouchett, Becky Holt, Linda Magoon, Chris Haessly, Romeo von Hermann, Cara Tobin, Erik Monsen (Zoom)

Missing: Sam Tolstoi, Sarah Beal

Staff: Kara Alnasrawi – Executive Director, Stephanie Shohet – Administrative Assistant, Samantha McGinnis - Project & Event Manager, Andrew Bacher - Church Street Marketplace Coordinator, Jessica Dudley - Marketing Manager

Members of the public:
none

COME TO ORDER

APPROVAL OF AGENDA: Motion to approve: Romeo. Second: Chris. Unanimous approval.

APPROVAL OF MINUTES: Motion to approve: Chris. Second: Cara.

- Kara shares Chris' suggestion that minutes to be approved are posted with the meeting they refer to and the meeting they are approved on in CivicClerk going forward.
- February minutes are unanimously approved.

PUBLIC FORUM – GENERAL

None

TREASURER'S REPORT

- Kara reads Sam's report. We are 72% through FY24, and although revenue is over, expenses are slightly higher as well.
- Our expenses are at 74%, but with the holidays behind us and a surplus that was reserved for salt, we are in good shape.
- Discussion follows about the fund balance and the employee changes in the clerk treasurer's office.

ECLIPSE PRESENTATION (CITY STAFF)

- Samantha McGinnis explains that a team made up of members from several city departments has been working for many months to plan Obscura BTV events.
- This is a unique opportunity to welcome many visitors and show off Burlington.
- The State expects 160 thousand visitors to northern VT.
- The Emergency Operations Center will be open, there will be crossing guards, flaggers, street closures, and all available police and fire department employees will be on duty.

- Discussion follows about parking, bathrooms, programs, and details about the time of the eclipse. See www.burlingtoneclipse.org
- City Council has approved food trucks to be downtown on April 8. There will be an app with information about everything eclipse related and official viewing sites throughout the City.
- Discussion ensues about parking, trash, portolet servicing, and the possibility of gridlocked roads.

OUTDOOR VENDING AND CAFÉS DURING ECLIPSE WEEKEND

VOTE EXPECTED

- Kara shares the requests for outdoor vending during April 6-8. Staff recommends the following is approved:
 - Retail merchants are allowed one 10' x 10' tent in front of their business on Saturday & Sunday, April 6 & 7 with no fee.
 - Outdoor cafes be allowed to set up April 6, 7, & 8 under their current agreement.
 - City staff be allowed to sell eclipse merchandise on the street all 3 of those days.
- Motion to approve all three requests: Linda. Second: Chris.
- Discussion follows about cluttering the street with too many tents, weather, and security.
- Approval to adopt all three changes during April 6 - 8 is unanimous.

DIRECTOR'S REPORT

- Kara explains that we have been working on the FY24 budget but delays have occurred at C/T Office and she is working to finalize the budget now that all employee costs have been communicated to department heads
- She tells about recent and upcoming events on the Marketplace.
- Kara explains that we will be using leftover holiday security funds this spring and that police will be starting regular patrols downtown.
- She describes the progress of the Main Street project which will be on hold during the eclipse.
- Kara talks about the Marketplace brick repair project which will start just after Memorial Day.
- She explains that the new mayor will be sworn in on Monday. This is followed by a discussion between commissioners about how they should go about recommending that Kara remain in her position for another term.
- Kara indicates that she is not requesting such a recommendation

CHAIR'S REPORT

- Mark thanks Romeo and Becky for helping him share the Commission's report with the City Council.

MEETING IS ADJOURNED