



Church Street Marketplace Commission

Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall

Zoom Link: <https://zoom.us/j/7366336595>

1. Adopt the Agenda

2. Election of Officers

Subject	2.1. Election of Chair
Meeting	July 16, 2025 - Church Street Marketplace Commission Meeting - Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall
Category	2. Election of Officers
Department	Church St. Marketplace
Type	Action

Subject	2.2. Election of Vice Chair
Meeting	July 16, 2025 - Church Street Marketplace Commission Meeting - Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall
Category	2. Election of Officers
Department	Church St. Marketplace
Type	Action

Subject	2.3. Election of Treasurer
Meeting	July 16, 2025 - Church Street Marketplace Commission Meeting - Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall
Category	2. Election of Officers
Department	Church St. Marketplace
Type	Action

Subject	2.4. Election of Clerk
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Meeting July 16, 2025 - Church Street Marketplace Commission Meeting - Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall

Category 2. Election of Officers

Department Church St. Marketplace

Type Action

3. Adopt Minutes

Subject 3.1. Adoption of Minutes

Meeting July 16, 2025 - Church Street Marketplace Commission Meeting - Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall

Category 3. Adopt Minutes

Department Church St. Marketplace

Type Action

4. Public Forum

Subject 4.1. Verbal Comments

Meeting July 16, 2025 - Church Street Marketplace Commission Meeting - Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall

Category Public Forum: 5 minutes/person with option to reduce time limit based on public forum attendance

Department Church St. Marketplace

5. Commissioner Updates (Marketplace Updates: up to 5 minutes Per Commissioner)

6. Updates From Police Chief Burke

7. Rescission of Micro Mobile Kitchen Cart Vendor Contract

Subject 7.1. Vote Needed

Meeting July 16, 2025 - Church Street Marketplace Commission Meeting - Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall

Type Action

Department Church St. Marketplace

Recommended Action Approve the rescission of Micro Mobile Kitchen’s contract and impose a 20% fee, calculated off of the total value of the contract (\$300).

File Attachments

- | | | |
|----|---|--|
| 1. | Memo Rescission of Micro Mobile Kitchen Contract (1) | Memo Rescission of Micro Mobile Kitchen Contract (1).pdf |
| 2. | Micro Mobile Kitchen Letter to Church Street Marketplace Commission | MemoCity.pdf |

8. Reports

Subject **8.1. Treasurer's Report**

Meeting July 16, 2025 - Church Street Marketplace Commission Meeting - Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall

Category 8. Reports

Department Church St. Marketplace

Type Report

Subject **8.2. Director's Report**

Meeting July 16, 2025 - Church Street Marketplace Commission Meeting - Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall

Category 8. Reports

Department Church St. Marketplace

Type Report

Subject **8.3. Chair's Report**

Meeting July 16, 2025 - Church Street Marketplace Commission Meeting - Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall

Category 8. Reports

Department Church St. Marketplace

Type Report

9. Adjournment

Subject **9.1. Motion to adjourn**

Meeting July 16, 2025 - Church Street Marketplace Commission Meeting - Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall

Category 9. Adjournment

Department Church St. Marketplace

Type Action

10. Informational and Non-Discrimination Statements

Subject **10.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. A recording of this meeting will be posted on Civic Clerk the following week. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.**

Meeting July 16, 2025 - Church Street Marketplace Commission Meeting - Wednesday, July 16, 2025, 9:00 AM, Sharon Bushor Room, Ground Floor City Hall

Category 10. Informational and Non-Discrimination Statements

Department Church St. Marketplace

Type



CHURCH STREET MARKETPLACE DISTRICT COMMISSION

June 18, 2025

9:00 AM

Location: City Hall, Bushor Conference Room, 149 Church St.

Attendance:

Commissioners: Mark Bouchett, Becky Holt (Zoom), Linda Magoon, Sam Tolstoi, Erik Monsen, Sarah Beal, Chris Haessly, Romeo von Hermann

Staff: Kara Alnasrawi - Executive Director, Jessica Dudley - Marketing Manager, Aida Washburn - Projects & Event Specialist, Andrew Bacher – Marketplace Coordinator, Samantha McGinnis – Assistant Director, City Attorney Emmet Wood and members of the public both in person and online.

- I. COME TO ORDER
 - a. Meeting is brought to order at 9:05am
- II. APPROVE AGENDA
 - a. Agenda approved unanimously
- III. APPROVE MINUTES
 - a. Minutes approved unanimously
- IV. PUBLIC FORUM – GENERAL
 - a. Members of the public address the commission on a variety of issues
- V. COMMISSIONER UPDATES
 - a. Sarah Beal addresses the commission on a variety of issues
 - b. Erik Monsen addresses the commission on a variety of issues
 - c. Linda Magoon addresses the commission on a variety of issues
 - d. Romeo von Hermann addresses the commission on a variety of issues
 - e. Becky Holt addresses the commission on a variety of issues
 - f. Sam Tolstoi addresses the commission on a variety of issues
 - g. Chris Haessly addresses the commission on a variety of issues
- VI. PUBLIC FORUM RULES AND TIME LIMITS
 - a. Discussion between commissioners around rules and time limits.
Request to see what the rules are for City Council including language

read ahead of public forum. Time limit options for 2, 3, 5 minutes discussed with the opportunity for an extension with a majority vote. Ask Attorney Wood clarifying questions surrounding flexibility on time limits based on attendance.

a. VOTE ANTICIPATED

i. MOTION: Allow 5 minutes per person during public forum with the option to make changes on the limit based on the number of people in attendance.

1. Moved by Linda Magoon, Second by Romeo von Hermann
2. Discussion: Time limit for public forum discussed
3. Amendment: the addition of a limit of 30-minutes for public forum (proposed by Commissioner Monsen). Accepted by Commissioner Magoon. Seconded by Commissioner von Hermann.
4. Vote unanimously approved.

II. CSM GOVERNANCE

a. Discussion surrounding the governance of the Church Street Marketplace. Chair Bouchett leads discussion, prompted by Mayor's previous comments at the May Commission meeting. Ideas discussed to keep the current model, move to a public private non-profit partnership, sunset the Marketplace.

i. Commissioners discuss

III. DPW PRESENTATION ON CHERRY & BANK STREET PROJECT

a. Julia Ursaki, Public Works Engineer, gives presentation and updates on Cherry Street project slated to start in late 2026 or spring 2027.

IV. DPW REQUEST TO REMOVE AWNING ON CHERRY ST (OLD BUS STATION)

1. Motion made by Commissioner Tolstoi
2. Seconded by Commissioner Monsen
3. Vote unanimously approved.

V. TREASURER'S REPORT

a. Commissioner Tolstoi reports that a majority of line items are underbudget with the exception of sponsorships/donations, which has been noted previously. Discussion on challenges of fundraising locally and nationally. States he feels confident we will land the budget.

VI. DIRECTOR'S REPORT

- a. Kara reports on recent events, construction coordination and updates with DPW, demands on marketing requests to CSM marketing team, bringing ARTA 2.0 amendment to City Council full occupancy for South tower in City Place (what is this called now) July 1, spending time on transitioning into the new roles and merger, work with incoming Director McGinnis devise future models for the Church Street Marketplace. Gives thank you and closing remarks for her time serving at Marketplace Director.

VII. CHAIR'S REPORT

- a. Thank you to Director Alnasrawi and congratulations on her new role. Had conversation with Bella and Theresa on the OCP request to communicate often, let us know about planning, let us know how we can support so we can know what your concerns are, very early in the process. To reach out to CC to encourage them to take advantage of the Commission in making decisions, take advantage of this body. Discussion on divisiveness in downtown and message that we need to continue to be positive.

VIII. ADJOURN

- a. Meeting is brought to close at 11:09 am

Next Meeting: July 16TH, 2025



To: Church Street Marketplace Commission

From: Samantha McGinnis, Director

Date: July 11, 2025

Re: Rescission of Micro Mobile Kitchen Contract

Background: Daryoush Khamnei is the owner/operator of the food cart, Micro Mobile Kitchen. His cart joined the Marketplace's cart vending program in 2024, where he operated his cart along with the community cart program. With this, he allowed new vendors to try their hand at vending using his kitchen and equipment. Micro Mobile Kitchen was a consistent and reliable vendor during the 2024 season and the cart vendor committee openly accepted and approved their application for the 2025 season. The Commission followed the cart vendor committee's recommendation and approved them as a vendor at the February 2025 commission meeting.

Request for Rescission: After the birth of his first child earlier this year, Daryoush had the best intention to continue to vend on the Marketplace. However, as the season began, he realized he would not be able to accommodate vending on the Marketplace along side childcare and has requested the Commission cancel his contract for the 2025 season. He has not operated at all on the Marketplace during the 2025 season and has indicated his intent to apply for the program again in 2026.

Recommended Action:

Marketplace staff recommends the Commission approve the rescission of Micro Mobile Kitchen's contract and impose a 20% fee, calculated off of the total value of the contract (\$300).

My name is Daryoush Khamnei and I operate "Hello Kabab"; a fully electric food cart serving Iranian style kababs. The 2025 season would have been my second year serving on Church Street.

In February 2025, I became a first time Dad. At the time of my son's birth, my mother was living with us and helping out considerably with child care duties. However, she had to leave after a few months to return home (outside of the U.S.). Also in that time, my partner, has returned to work and so the demands of child care for our infant have fallen mostly on me - since we have not been enrolled in any day care.


Given our current family situation as new parents, I have only been able to keep my Saturday Farmer's Market presence and a handful of previously scheduled catering jobs.

I love being on Church Street and serving my local community and business owners, but sadly I cannot find the time to get out and serve. In fact, paying for the cost of a spot on Church Street this season puts me at an operating loss.

I realize I likely took a spot from someone else and I regret that our child care situation does not allow me to fulfill my contract this year. I humbly ask that I be released from this year's contract and also hope that this does not count against me for future consideration of serving our great community on Church Street.

Thank you for considering and I look forward to hearing your decision.

Sincerely,
Daryoush Khamnei
With gratitude,


07/08/25