



**Church Street Marketplace Commission
Meeting Minutes
Wednesday, August 20, 2025, 9:00 AM**

Location: City Hall, Bushor Conference Room, 149 Church St.
Enter at street level
Conference room on the right
In-person or via Zoom: <https://zoom.us/j/7366336595>

ATTENDANCE: Commissioners: Mark Bouchett, Chris Haessly, Erik Monsen, Romeo Von Hermann, Linda Magoon, Sam Tolstoi (Zoom), and Cara Tobin (Zoom)

Absent: Sarah Beal and Becky Holt

Staff: Samantha McGinnis – Marketplace Director, Jessica Dudley - Marketing Manager, Aida Washburn - Projects & Event Specialist, Andrew Bacher – Marketplace Coordinator, Kara Alnasrawi – CEDO Director, a member of the public in person.

- I. COME TO ORDER
 - a. Meeting is brought to order at 9:07 am
- II. APPROVE THE AGENDA
 - a. Agenda Approved unanimously
- III. APPROVE THE MINUTES
 - a. Minutes approved unanimously
- IV. PUBLIC FORUM
 - a. Member of the public addresses the commission on a variety issues.
 - b. Public forum closed at 9:15 am
- V. MEETING PAUSED
 - a. Meeting Paused in order to deal with a technical issue with Zoom.
 - b. Reconvened at 9:15 am
- VI. COMMISSIONER UPDATES
 - a. Commissioner Haessly gives updates on a variety of topics
 - b. Commissioner updates close at 9:17 am
- VII. RECISSION MICRO MOBILE KITCHEN
 - a. Micro Mobile Kitchen requests to have contract for 2025 food cart terminated.

- b. Motion to adopt the staff recommendation brought by Commissioner Haessly, Seconded, Commissioner Monsen
- c. Discussion on the motion around consistent policy and appropriate fee for vendors looking to terminate their contract.
- d. Commissioner Magoon makes a friendly amendment to the motion: 10% of the total fee (\$150) Seconded by Commissioner Von Hermann
- e. VOTE: passes unanimously

VIII. MENU CHANGE MATHEW'S MONTREAL FAMOUS

- a. Request by Mathew's Montreal Famous to return to their original food care menu.
- b. Motion to adopt the staff recommendation brought by Commissioner Haessly, Seconded, Commissioner Magoon
- c. VOTE: Passes unanimously

IX. TREASURER'S REPORT

- a. Commissioner Tolstoi gives an overview of where the budget stands one-month into the new fiscal year. Nothing of concern.

X. DIRECTOR'S REPORT

- a. Director McGinnis gives a variety of updates including upcoming events, city wide updates, store vacancies, RFP for 62 Church and more.

XI. CHAIR'S REPORT

- a. Commissioner Bouchett gives a variety of updates including success of Sidewalk Sale, current challenges in the restaurant industry, graffiti initiative by BBA and feedback on the Mayor's Virtual Town Hall.

XII. ADJOURNAMENT

- a. Meeting is adjourned at 10:17 am