



CHURCH STREET MARKETPLACE DISTRICT COMMISSION

June 17, 2026

9:00 AM

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

Attendance:

Commissioners: Mark Bouchett, Becky Holt, Linda Magoon, Erik Monsen, Romeo von Hermann, and Sarah Beal, Chris Haessly,

Staff: Samantha McGinnis – CSM Director, Andrew Bacher – CSM Coordinator, Jessica Dudley – Marketing Director

COME TO ORDER

- a. Meeting is brought to order at 9:05am

I. APPROVE AGENDA

- a. Motion to approve – Romeo
 - i. Seconded – Becky Holt
- b. Vote to approve agenda
 - i. Agenda approved unanimously

II. APPROVE MINUTES

- a. Motion to approve – Romeo Von Herman
 - i. Seconded – Becky Holt
- b. Vote to approve minutes
 - i. Minutes approved unanimously

III. PUBLIC FORUM – GENERAL

- a. Pardue Namburi – speaks about informed democracy voting implementation.
- b. Public forum closed at 9:11 am

IV. COMMISSIONER UPDATES

- a. Erik Monsen– Offered assistance to Pardue Namburi, will speak after the meeting. Follow up information on last week's OPC Resolution.
- b. Becky Holt – St Louis visit. Recognizes the need for elder care

- c. Linda Magoon – Comments on individual setting up a home on Church Street benches.
- d. Sarah – Comments that the 180 College St Kiosk looks great. Comments that retail energy has been impacted positively from events like Jazzfest. Asks question about open Commission positions.

V. Memo- Amjed Artist in the Alley Reduced Fee

- a) Motion: Linda Magoon
- b) Second: Sarah Beal
- c) Discussion ensues on potential for reworking the program to encourage more folks to apply for the program. Staff will look into reducing fees and encouraging more participation for 2027
- d) VOTE to approve reduction in fees:
 - a. Vote approved unanimously

VI.Memo – Voluntary Furlough for CSM Employees

- a. Motion: Erik Monsen
- b. Vote: Romeo Von Hermann
- c. Discussion ensues on clarifying what furlough is.
- d. Vote to approve voluntary furlough:
 - i. Vote approved unanimously

IIX. Reports

- a. Treasurer's Report
 - a. Marketplace remains in a strong financial position
 - b. Donations revenue remains below target
 - c. Expenses remain low and on track
 - d. Areas to monitor: waste water, maintenance / snow removal, donations revenue
 - e. Marketplace is in a healthy position to end the year
- b. Director's Report
 - a. Summer in the City overview report – Jazzfest, Burlington Watches Together
 - b. Upcoming events – Juneteenth, spotlight 250, Party on the Bricks, Main Street Grand Opening, BTV Market, Festival of Fools, Sidewalk Sale, Passeggiata
 - c. Sponsorship decks being sent out to potential donors
 - d. BPD Patrols: 11 am – 4 pm. Staffing is extra tight lately
 - e. Elmwood pods check in with CHT and City Staff. Pods will continue through June 2027
 - f. CSM budget, CAF, and director reappointment was passed in City Council
- c. Chair Report
 - a. Requests information from director regarding budget surplus
 - b. Comments on the great feelings on the street during Jazzfest
 - c. Preparing a draft report on the marketplace over that last two years

X. Adjournment

- a. Motion: Mark
- b. Second: Becky
- c. Meeting adjourned at 10:11 am

Next Meeting: Wednesday, July 15, 2026 at 9 am in City Hall, Sharon Bushor Conference Room, 149 Church Street, 05401.