



Church Street Marketplace Commission

Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room

PLEASE NOTE:

This meeting is will be held on zoom and in-person in the Sharon Bushor Conference Room in City Hall
<https://zoom.us/j/6798652576>

1. Adopt the Agenda

Subject	1.1. Vote Anticipated
Meeting	July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room
Category	1. Adopt the Agenda
Department	Church St. Marketplace
Type	Action

2. Election of Officers

Subject	2.1. Election of Chair
Meeting	July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room
Category	2. Election of Officers
Department	Church St. Marketplace
Type	Action

Subject	2.2. Election of Vice Chair
Meeting	July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room
Category	2. Election of Officers
Department	Church St. Marketplace
Type	Action

Subject	2.3. Election of Treasurer
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Meeting July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room

Category 2. Election of Officers

Department Church St. Marketplace

Type Action

Subject 2.4. Election of Clerk

Meeting July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room

Category 2. Election of Officers

Department Church St. Marketplace

Type Action

3. Adopt Minutes

Subject 3.1. Vote Anticipated

Meeting July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room

Category 3. Adopt Minutes

Department Church St. Marketplace

Type Action

4. Public Forum

Subject 4.1. Verbal Comments

Meeting July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room

Category 4. Public Forum

Department Church St. Marketplace

Type

5. Commissioner Items (5 Minutes Per Commissioner)

Subject 5.1. Commissioner Items

Meeting July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room

Category 5. Commissioner Items (5 Minutes Per Commissioner)

Department

Type

6. Updates from Burlington Community Justice Center

Subject 6.1. City Circle and Situation Table Updates

Meeting	July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room
Category	6. Updates from Burlington Community Justice Center
Department	Church St. Marketplace
Type	Discussion

7. Criterium Bike Race

Subject	7.1. Vote Anticipated
Meeting	July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room
Category	7. Criterium Bike Race
Department	Church St. Marketplace
Type	Action

8. Reports

Subject	8.1. Treasurer's Report
Meeting	July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room
Category	8. Reports
Department	Church St. Marketplace
Type	

Subject	8.2. Director's Report
Meeting	July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room
Category	8. Reports
Department	Church St. Marketplace
Type	

Subject	8.3. Chair's Report
Meeting	July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room
Category	8. Reports
Department	Church St. Marketplace
Type	

9. Adjournment

Subject	9.1. Motion to adjourn
Meeting	July 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room

Category	9. Adjournment
Department	Council and Board
Type	
Recommended 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). 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 15, 2026 - Church Street Marketplace Commission Agenda - Wednesday, July 15, 2026, 9:00 AM, Sharon Bushor Conference Room
Category	10. Informational and Non-Discrimination Statements
Department	Council and Board
Type	



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.



CHURCH STREET MARKETPLACE

To: Church Street Marketplace Commission
From: Andrew Bacher, Marketplace Coordinator
CC: Samantha McGinnis, Director
Date: June, 8, 2026

Re: Criterium Bike Race

The [Criterium Bike Race](#) is an annual bike race in downtown Burlington, VT on Labor Day. This year's race will be held Monday, September 7th. The riders have traditionally followed a 6-corner route that includes the lower block of the Church Street Marketplace (See attached map). This race has taken place in the Burlington's downtown and on the Marketplace for over 20 years. Given Main Street construction over the past several years, the race has not taken place on the Marketplace since 2023.

City ordinance prohibits the use of non-motorized vehicles on the Marketplace ([see Marketplace Regulations](#)). However, the Church Street Marketplace Commission has the authority to waive this regulation on a case-by-case basis. In previous years, there have been some complaints, by restaurants on the lower block, due to reductions in their café footprint during the race. Since then, the race sponsors have worked with restaurants to successfully narrow the path of the race and adjust hours to accommodate the lunch crowd. Patios are now only reduced by 3' to parade set-up size, 9' off of the granite center line. We would require race sponsors to continue to support the parade set-up width of patios along the course on the City Hall block if the route is approved.

Recommended Action:

Marketplace staff recommend approving the proposed route and waiving the non-motorized vehicle restriction for the race.

