



CHURCH STREET MARKETPLACE

The Mission of the Church Street Marketplace District Commission is to Provide Responsible Management Leading to an Economically Successful Downtown Which Is Vibrant, Clean and Safe, for the Benefit of the Fee Payers Community Members and Visitors.

CHURCH STREET MARKETPLACE DISTRICT COMMISSION WEDNESDAY, August 21, 2019

DIRECTIONS TO 29 Church Street MEETING LOCATION: Directions to the 3rd floor conference room at 29 Church Street: Enter at 110 Cherry Street (under the big red awning, across from the old CCTA bus station). Take the glass elevator up to the 3rd floor. Take a right out of the elevator, conference room down the hall on your left.

- I. COME TO ORDER
- II. AGENDA
- III. APPROVAL OF MINUTES - July, 2019
- IV. PUBLIC FORUM
- V. FINANCIAL REVIEW - 5 minutes
FY 19 and FY 20 update, Singh & Redmond
- VI. CSM STAFF UPDATE
 - a. **CART VENDOR PROGRAM: 10 minutes** Discussion via conference call w/ CSM Cart Vendor Mathew Pinetta re: his request to convert his existing food cart on City Hall Block to a Dunkin' Donuts branded cart, selling coffee & donuts.
 - b. **TRASH & RECYCLING AREA - 10 minutes.** Update re: concrete pad, trash compactors. Welcome to Mike Casella, Kelton Bogasky of Casella Waste Management
 - c. **STAFFING - 5 minutes.** Update on hiring for CSM Marketing Assistant. City of Burlington HR Department to re-evaluate salary grade of position, present recommendation at September 9 Board of Finance meeting.
 - d. **REQUEST FROM GOTCHA, Bike-Share Company- 5 minutes.** Request for CSM sidewalk obstruction permit authorizing Gotcha to station bike racks with bikes for rent: 1) corner of Church & Cherry (next to Ben & Jerry's); 2) City Hall Block in front of City Hall
 - i. CSM staff recommending \$5/psf rate; City of Burlington charges \$1/psf rate.
Staff requesting racks be removed during winter. 200 square feet x \$5 psf: \$1,000
 - e. **MARKETING & PROMOTION - Update from Nicole Ravlin, Junas PR - 5 minutes**
- VII. MARKETPLACE COMMISSION
 - a. Appointment for Food Truck committee to draft new rules, boundaries, and standards
 - b. Discussion on possible future uses of the steel frame of the old bus station
 - c. Review and approval of FY 19 Annual Report

ADJOURN

Non-Discrimination: 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 or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at 865-7145