

Church Street Marketplace District Commission Meeting  
DRAFT MEETING MINUTES  
August 19, 2015

Commissioners present: Jeff Nick, Jed Davis, Buddy Singh, Robin Sutphen, Chad Hutchins, Lorre Tucker, Phil Merrick, Eli Lesser Goldsmith, Lara Allen. CSM Staff present: Ron Redmond, Becky Cassidy, Jenny Morse, Joanna Nagle. Visitors: Sara O'Donnoll (BBA), Mark Kalloz (The North Face), Deb Miller (Ken's Pizza)

- I. COME TO ORDER
- II. AGENDA
- III. MINUTES
  - a. Move to approve: Lorre, Second: Phil
- IV. PUBLIC FORUM
- V. CHAIR'S REPORTS
  - a. Preliminary Analysis of FY 15 (Alice Astarita)
    - i. FY 15 surplus to be in range of +\$50K. (Staff to determine source of revenues showing up under "fees." Revenue most likely placed in wrong revenue category)
  - b. Review Action List
    - i. Smoking ban – Discussed possibility of painting sidewalks on side streets. City Attorney's written opinion determined CSM DOES have jurisdiction over the sidewalks along side streets for length of buildings that abut Church Street.
    - ii. Panhandling ordinance – Jeff Nick to hire police officers for 5 days to enforce ordinances on Cherry Street; BBA leading initiative to propose a 6 foot right of way on the side streets
      - 1. Discussion of retail and food & beverage sales, public's perception about safety on Church Street and concerns about Pine Street, University Mall. Discussed need to survey downtown employees about safety issues.
      - 2. New Police Chief Brandon del Pozo to be invited to CSM Commission meeting.
    - iii. Transfer of cart vendor license for South End Sliders from Cormac Walsh to Neil Solis
      - 1. Motion- Buddy
      - 2. Second – Jed, passes unanimously
- VI. EXECUTIVE DIRECTORS REPORT
  - a. Vision 2025 for CSM
    - i. Ron Redmond proposed a visioning process (next 10 years...2025) for CSMC to engage all stakeholders about their thoughts, ideas for CSM's future, that would align with on-going plans for TIF-funded capital improvements planned for Main Street corridor (between South Winooski Avenue and St. Paul Street) and \$200 million redevelopment for Burlington Town Center. Enlist support of DPW, Planning, BBA.
    - ii. Consensus among commissioners: time better spent in other areas. 2025 too many years out. Commissioners to work on SWOT analysis. Expressed need to address parking, panhandlers What can

CSMC do to get employees to park in another parking garage? Charge less in Lakeview, let employees know once it changes

- b. Street Outreach Team Evaluation Report
  - i. Matt Young to present results of 2015 study at CSMC and City Council.
- c. Safety and Security Consultations update
  - i. Ryan Ford, loss prevention manager at Outdoor Gear Exchange is consulting with CSM businesses on loss prevention
  - ii. BBA and CSM working on database of privately owned cameras aimed out onto the public right of way.
  - iii. CSM to install a camera in front of Sweet Lady Jane. Suggestion to install security cameras with signs the communicate presence of cameras.
- d. Accessibility survey and analysis update
  - i. Update provided regarding the complaint from a citizen against Michael Kehoe, building owner and CSM for that business's entrance not being handicap accessible. Suggestion from Deb Miller – portable ramp that complies with ADA regulations. One possibility is to raise the grade of the sidewalk in front of business.
- e. Cart Vendor program update
  - i. Ron Redmond reported that cart vendors wish to develop stronger working relationship with Marketplace Commission, present ideas at September meeting. Commission discussed need to neaten up area around vendor carts? Cart vendors want to explore larger carts with more storage room.

VII. Capital improvements/Maintenance

VIII. Merchant and Marketing

- a. Results of Merchant Meetings re Halloween 2015, Holiday Enhancements in 2015, East 2016
  - i. Halloween event is a go. 2015 Holiday promotion will focus on “Buy Local.” Easter 2016 still to be determined.

IX. Municipal Relations/Futures

X. ADJOURN