

**EASTERN MARKET COMMUNITY ADVISORY COMMITTEE
REGULAR MEETING
MAY 15, 2019**

MINUTES

Attendance: Mike Bowers (for Bill Glasgow); Monte Edwards, Secretary; Tom Kuchenberg, Treasurer; Susan Oursler, Jonathan Page; Donna Scheeder, Chair, and Jerry Sroufe were present. Angie Brunson arrived after the meeting began.

The regular meeting of the Eastern Market Community Advisory Committee (EMCAC) was held on Wednesday, May 15, 2019, at 7:00 P.M., in the North Hall of Eastern Market. The Chair called the meeting to order at 7:04 P.M.

Mr. Kuchenberg moved the adoption of the agenda. The agenda was adopted.

Mr. Edwards moved approval of the April 30, 2019, regular meeting minutes. The minutes were approved.

Report of the Chair

The Chair reviewed the remaining meeting dates for the year. The Chair presented an update, which is attached to these minutes, regarding the status of Eastern Market-related matters in the District of Columbia's proposed fiscal year 2020 budget.

Ms. Oursler moved to authorize the Chair to send letters of appreciation to Councilmembers Charles Allen and Robert White for their support of Eastern Market. The motion was adopted unanimously.

Tenants Council Report on Outstanding Resolutions

Mr. Kuchenberg reported an initial meeting was held on May 14, 2019, to review issues identified by the Tenants Council. He stated he expects to schedule a second meeting and report recommendations at the June EMCAC meeting.

Rediscover Eastern Market Celebration

Barry Margeson, Market Manager, reviewed the schedule and promotion of the Rediscover Eastern Market Celebration events, which is included in the Market Manager's report attached to these minutes. Mr. Margeson agreed to consult with Mr. Bowers and Ms. Brunson regarding shopping bag options and contact nearby apartment communities to promote the celebration. Mr. Edwards reported on the status of the plan for docent-led tours of Eastern Market for the

Rediscover Eastern Market Celebration and announced the initial docent training session is scheduled for Tuesday, May 21, 2019, at 6:00 PM in the North Hall.

Report of the Market Manager

Mr. Margeson presented a written report of the Market Manager, which is attached to these minutes. He agreed to investigate obtaining the audit reports from the ATM provider, contact appropriate staff to access public Wi-Fi capacity at Eastern Market, and send to EMCAC email updates regarding the Rediscover Eastern Market Celebration. He also led a moment of silence in remembrance of David Fowler of Sunnyside Farms, a long-time Eastern Market Farmers' Line vendor. The Chair stated, upon Mr. Margeson learning and providing the funeral arrangements and the family's wishes, she would arrange for an appropriate expression of sympathy on behalf of EMCAC.

Eastern Market Metro Plaza Update

The Chair reported on two recent meetings were held regarding the re-design of the Eastern Market Metro Plaza – the community forum sponsored by ANC 6B Livable Communities Task Force on May 13, 2019, and the Eastern Market Metro Park Advisory Team (EMMPAT) meeting on May 14, 2019. The Chair stated the Department of General Services produced new drawings with design changes, including the rearrangement of elements on parcel 4 and more trees, signage continues to be discussed, a simple performance platform is being considered, the National Park Service has approved of the design of the median, and the US Commission on Fine Arts is scheduled to review the design a second time on May 16, 2019. She noted she is advocating for moving the bicycle lockers, which affect the connectivity and flow to 7th Street SE and Eastern Market. Commissioner Sroufe, who is a member of EMMPAT along with the Chair, commented the plan has been reformed with fewer elements and more trees. He also stated food vending was discussed, which the community did not support as necessary.

Strategic Business Plan RFP Update

The Chair reported the RFP for the strategic business plan is under review at the Office of the Deputy Mayor for Planning and Economic Development and stated she would continue to monitor and report developments.

The meeting adjourned at 8:09 P.M.

Monte Edwards, Secretary

PROPOSED FISCAL YEAR 2020 BUDGET UPDATE FOR EASTERN MARKET MAY 15, 2019

A final budget vote is scheduled for Tuesday, May 28, 2019. No issues are anticipated with the following items.

- **\$300,000** for Strategic Planning Study is preserved.
 - Committee report recommendations:
 - The Committee recommends that DGS increase its engagement with the ward Councilmember, the Advisory Neighborhood Commission, the Eastern Market Community Advisory Committee, the vendors and merchants, and other stakeholders to address the current management and strategic plans for the market.
 - The Committee recommends that DGS develop leases for Eastern Market merchants by the end of 2019.
- **\$250,000** in capital dollars to help restore Eastern Market and preserve it as a functioning market by providing resources to restore the brick and stone work, replace door hardware, and install integrated, historically sensitive signage.
 - Facilities & Procurement Committee's budget report language regarding Eastern Market preservation:
 - Eastern Market is an invaluable community institution that has been the jewel of Capitol Hill since it was initially called for by President Thomas Jefferson and established in its current historic building in 1873. The market is nearly unique in its utilization of a collection of long-standing, small businesses to provide fresh food to the neighborhood and the city. Eastern Market is also unique, however, in its administration by DGS. This administration has had its challenges, with concerns raised by both indoor and outdoor vendors and other stakeholders. Among those concerns are the need for maintenance at the market. Identified needs include, but are not limited by, the restoration of the building's brick and stonework, the repair and restoration of the door hardware, and the installation of integrated, historically sensitive signage. To address these needs, the Committee recommends the allocation of \$250,000 in Fiscal Year 2020. The Committee recommends that DGS increase its engagement with the ward Councilmember, the Advisory Neighborhood Commission, the Eastern Market Community Advisory Committee, the vendors and merchants, and other stakeholders to address the current management and strategic plans for the market.

Finally, there is an additional **7 million** in the budget (out-years) for the Eastern Market Metro Park Project. This brings the total funding up to **nearly 14 million** for this project.



Eastern Market Manager's Report to the EMCAC

May 15, 2019

It is with a very heavy heart that I am writing to let you know that David Fowler, from Sunnyside Farms, has passed. David came down with pneumonia and during treatment at the hospital on Monday morning, he had heart failure and died at 4:00 AM. David's family has been at Eastern Market for five generations and he is one of the few people who knew just about everyone and just about everything about Eastern Market. As a fifth generation farmer, farming was deep in David's blood and he was constantly reading and studying about the subject. He was always thinking ahead of the pack about the future of small farmers, food waste, and any other new topic of concern in the farming community. But Dave did not just know about things and read and study. Dave liked to talk about Eastern Market and farming and shooting and history and ... just about anything and everything. He was one of the most social people I've ever met in my life. He liked to share what he knew and he loved to share his opinion, usually strong and always well-considered, whether it be conventional or contrarian. Dave thrived around this exchange of thoughts and the company of others. The opportunity to interact and connect is what brought him to Eastern Market week after week after week. David was a fixture at Eastern Market for his entire life of 73 years and all of us who knew him (and most of us did) will miss him. He was generous, kind, funny, quirky, and unfailingly honest. We'll miss you Dave.

Arrangements for David's funeral have been made for this Friday, May 17 at:

Mattingley Gardiner Funeral Home

41590 Fenwick Street

Leonardtown, MD

Visitation: 9-10 AM

Funeral Service: 10 AM

We will have a card for everyone to sign this weekend and will take it down to his wife Valerie next week. Below are photos of Dave. He would decorate his stand for every season and below is the antique sled that he used to bring for the holidays.



Finances

February and March Revenues (no new revenues from April yet)

	February	March
APPLICATION FEE	\$70.00	\$105.00
ATM	\$4,286.70	\$5,811.06
NORTH HALL	\$15,915.00	\$33,107.50
OUTDOOR VENDOR	\$13,397.08	\$32,979.61
FLEA MARKET 7TH STREET	\$3,050.00	\$3,050.00
EVENT FEE	\$1,150.00	-
SOUTH HALL	\$13,707.86	\$15,215.34
Total	\$51,576.54	\$90,288.51

Proposed date for Finance Committee Meeting is Tuesday, June 4th at 5:00 PM.

Please send proposed changes to MOU when available.

Leases

Lease meeting will take place on May 21.

Operations

Merchants:

Merchant Meeting Report received on 5/12/19 responded to on 5/14/19.

Merchant's pest control providers continue to report gaps in doors remain an issue even after the April 30th repairs. Please let us know specifically which doors so that we can ensure that they have no more than a ¼ inch gap. After a cursory inspection of the doors, the merchants noted:

- ADA Doors do not function properly This was taken care of on 5/14/19
- Hinge(s) after the repairs were unattached on at least one door This was taken care of on 5/14/19
- Doors and door jams were not properly Not sure I understand.

The merchants discussed leases. Meeting planned with DGS May 21. Yes.

As previously reported, the new fly lights are far less effective than the old. The old units simply needed to be maintained. More fly lights will be purchased shortly – another variety that is closer to how the originals were but where you cannot see the flies that land on the glue traps, like you could with the old ones.

Merchant's request the Oculus Windows be tested for operations. Merchants recall when the building was first reopened in 2009, they were operational but not put into use because of the lack of screens to prevent birds from roosting and entering the market. Screens have since been installed. The oculus windows are on the list of to-do items for the HVAC system but they are not on the short list of critical items. We will address them just as soon as we get through the most critical items.

Merchants request the roof vent fans continue to be evaluated and made operational. Consider speed controls on the switches at ground level and perhaps thermostatic controls along the roof. The merchants are very much in favor of utilizing the resources of the market in order to save energy costs

and to operate efficiently. The roof vent fans are in the same category as the oculus windows. They are certainly important but we have a series of very critical issues to address first.

If management's pest control goes behind a Merchant's stand, the merchants request a report remain by the pest management company reflecting condition of the stand and issues that need to be addressed. A sample report from merchant's private pest management company can be provided upon request. I'll confirm with our contractor that they can do this. Please provide a report from your company and we will incorporate some of the items into the report that we request of them.

Please provide a report summary of the work DGS and contractors performed for the April 30 remediation of individual merchant stand issues and itemized cost paid to contractors for the repairs. Please report any remaining issues. Work performed includes: 1. Gaps in doors have been closed so that there are no longer any gaps larger than ¼ inch. 2. All gaps between walk-ins and walls have been sealed. 3. All gaps in concrete work around the market has been sealed with mortar. Regarding itemized costs for the repairs, these are costs that Eastern Market will be paying. Merchants will not be responsible individually for the costs.

Merchants would like to review the statement of work for proposed repairs to Market Poultry's stand. Not sure what this is in reference to. Please provide more information.

Union Meats reports deteriorated a wall due to A/C unit moisture. Bill, please let me know what the issue is.

Bowers Fancy Dairy Products reports water still appearing under its sink and there remains construction debris behind its walk-in. I'll be looking into this tomorrow morning. I thought it would be easier to get to than it is.

Calomiris continues to report the area behinds its walk-in remains a "moat" and unserviceable for cleaning. I'm not sure where this is referring to? Is this the area between the walk-in and the wall? If so, we will be looking at this area tomorrow.

Additionally, Calomiris reports the wall between Market Poultry and his north stall remains unserviceable for cleaning. I'm not sure I understand – cleaning the wall? Furthermore for rodent control, merchant's request DGS identify at sources of standing water and places for hiding. Regarding standing water, we will review options in the areas where this happens. Regarding places for hiding, we have identified places for hiding between the stands and the walls, we have reduced the opportunity for entry from outside, and we have sealed all the cracks in the concrete and the sidewalks. Merchants, many of you still have boxes and equipment that is stored above the walk-ins. This was mentioned in my email out on 3/6/19: "Cardboard boxes on the tops of the walk-ins can harbor rodents and can provide materials for nesting. There is also equipment stored on walk-ins and on deli-cases that is not in use/regularly used. Please only store items on the tops of walk-ins that are regularly used." Mice can also hide inside the inner workings of deli cases and in a variety of other spaces, as we all know. Please be on the look-out, as I know you are and address immediately or ask for our assistance if we may be of help.

The items were pointed out in the 2017 Presto Integrated Pest Management Report and remain to be addressed.

Improved Customer signage, particularly to show market is open and availability of parking from North Carolina Ave. For example, as part of the discussions with Director Gillis, the DC flags out front by each door were only to be out when the market is open. They are out all of the time negating their effectiveness, signaling to customers we are open and ready for business. These flags do two things: 1. The motion of the flags attracts the eyes of people walking down the street so that they will shop here, 2. They signify where the doors to the market are (there are a number of doors that are permanently closed). If the merchants feel strongly about the flags going up and down in the evenings and the mornings, I am not against the stands that are just inside from where the flags are taking on this extra job. In fact, anyone who is interested in designating an employee to this work is welcome to do so. Please let me know if someone would like to take up this responsibility. I agree that it is likely that there would be an added benefit to it. I just want to make it abundantly clear that I will not hold you back from doing this if you feel strongly about the value. Additionally, Southern Maryland Seafood was told by Market Management to remove signage communicating the market is open. We are just now kicking off the signage design program which will include a sign that addresses the issue that SMSF was intending to address with his sign.

Customers are reporting the ATM is down (unavailable) more than usual, over 50 % of the time. The merchant's request to see the historical availability of services on a monthly basis, a minimum of 6 months and as far back as available. This report would show connectivity to of the ATM to the network and the ATMs were properly funded and any other error code that would deny the availability of ATM services. This is incorrect. There has not been a

time, that I'm aware of, in the last 2 years when both ATM's were down at the same time making cash unavailable. There was an ATM that was unavailable for a day April but it is up and running again. Please let me know specific days that there have been issues so that I can research and please let me know immediately if you hear issues of both machines being down so that I am aware immediately. Additionally, we are currently considering a third ATM up near Center Hall to relieve the two other ATM's, to provide more immediate cash for Market Lunch's customers, and to allow event attendees to have cash when they are in the North Hall/Center Hall area without access to the South Hall.

Merchants request management provide their methodology for documentation of repairs and maintenance for information sharing as service contractors come and go. This has been an ongoing issue for the market, first reported in 2006 to then EMV and then again, and again. The first time the merchants reported on error codes on the fire suppression system, then the fire. When the pipe burst in 2018 we requested again of Director Gillis for the HVAC. EMCAC is now reporting log books and manuals are being stored in boxes by DGS... this is an extremely important element for business continuity and maintenance. **There is a system in place for reporting facilities issues. Have any of the merchants had the opportunity to make use of that yet? Mon-Fri, you can call 202-576-7676 between the hours of 8:30AM and 5:00PM.**

Merchants requests that daily temperature logs be maintained by DGS and made available to the merchants for key, common areas/operations of the market at opening, midday and close. In general; these areas would include; South Hall Roof Ridge, South Hall HVAC ducts, South Hall Ambient Temp, Down Stairs Compressor Room intake, Down Stairs Compressor Room Ambient, North Hall Ambient. Furthermore the merchants request the market manager be on site to address/correct the HVAC to maintain a desirable shopping experience for our Customers. **We are currently waiting for a price quote for getting our Building Management System back in working order. We will discuss your request in our next conversation. It is possible that we could record this information and make it available but I'm not sure yet. I'll check.**

The merchants report that many of the grease traps were incorrectly installed with the initial design and need to be corrected. Furthermore, several of the stands grease traps were replaced with larger units, requiring the traps to be cleaned at an expense of the merchant at approximately \$70.00 per month to each merchant. The new traps were replaced without consultation to the individual merchants or agreement by the merchants and without any statutory justification for the alteration. **Please tell me which merchants would like to continue using their first floor grease traps that are not working. Some of them no longer use them. Others have gotten rid of them. Three merchants no longer need them because we have the basement grease traps. We purchased the basement grease traps at a significant expense so that the sewage ejection pit would not get overloaded with grease and ruin the pumps, as was happening. The small grease traps on the first floor were not adequate for the amount of grease that these merchants were creating. Consequently, the grease was going into the sewage ejection pit. The basement grease traps have solved this issue. They all collect a significant amount of grease, making it clear that 1. The stands were, in fact, generating fat/grease as would make sense, based on the product they were making (thus, the decision was justified), 2. There is far less grease going into the sewage pit (again, the decision was justified). Also, this is a cost that I would not suggest spreading around to the rest of the vendors that do not use fat/oil/grease in their stands.**

The merchant's expressed an interested in the status of other open issues previously reported. **Please let me know what those issues would be and I will provide an update.**

Eastern Market Signage:

The Scope of Work for the signage has been rewarded to Brick and Story, a CBE. We'll be sitting down to discuss the project in further detail this Friday. I will do my best to determine whether there might be some initiatives that we can include for Rediscover Eastern Market.

HVAC:

- The pottery studio work will begin on Monday.
- I am waiting on a more detailed quote regarding the permanent chiller.
- I am waiting on a quote for the building automation system.

Pest Control:

Pest control work completed:

- The gaps between all double doors at the market have been closed so that there is no less than a ¼ inch gap between each one.
- The gaps between the walk-ins and the walls is complete.
- Holes in the concrete around the market have been patched.

Parking:

No news yet on Colonial

Marketing:

Best of DC – Second Place

Friday, June 7

Fox Five Zip Trip

5:30 AM - Merchants arrive

5:30 AM - Vendors (who can make product on-site) arrive

6:05 AM - Show begins

5 Must Stops (prefilmed at Eastern Market) will air over the course of the show

Jonathan Bardzik, Boogie Babes, etc.

11:05 AM - Show ends

Note that all management and merchant parking will be taken by Fox Five (including bump out)

Saturday, June 8

- Standard weekly vendor set-up
- Food tours at 10:00 AM, 11:00 AM, and 12:00 PM
- Music @ Port City Java: will be sponsored by local business and coordinated by Eastern Market.

Date	Time	Musician	Sponsor
6/8	10:00 AM	Bill Alfred	TBD
6/8	12:30 PM	TBD	Caldwell Banker/Chuck Burger
6/8	3:00 PM	Kiss & Ride	Lockwood Apartments

- Music: North Hall music by Bill Alfred until 3:00 PM
- Note: Wedding in the evening

Sunday, June 9

- Standard weekly vendor set-up
- History / Architectural Tours at Eastern Market
 - 11 Volunteers (as of 5/13)
- Music @ Port City Java

Date	Time	Musician	Sponsor
6/9	10:00 AM	TBD	TBD
6/9	12:30 PM	TBD	TBD
6/9	3:00 PM	Vintage #18	DC Access

- North Hall:
 - Fun and games
 - Music by DJ Dan
- Big cake with Rediscover Eastern Market from Fine Sweet Shoppe

Wednesday, June 12

Eastern Market Community Potluck!

Promotion:

- **Banner at 7th and Penn and at 7th and North Carolina**
- **Save-the-Date – done** (Dominiqua Eldridge)
- **Official Event Flyer – done** (Dominiqua Eldridge)
- **Postcards – 2,500 Scheduled** to arrive on doorsteps between May 24-26. They will target homeowners of all income levels who are between 30 and 45 years of age who live more than .5 miles from Eastern Market and less than 2 miles from Eastern Market. 500 will be ours to distribute.
- **Twitter Campaign – Ongoing** (Shinada Phillips)
- **Facebook, Twitter, Instagram campaign - Ongoing** (Dominiqua Eldridge)
- **Giveaways:**
 - 500 Eastern Market shopping bags
- **Media:**
 - Full page ad and ¼ page ad in City Paper – cosponsored by Hill Rag (Done)
 - Second full page ad in Hill Rag – cosponsored by Hill Rag (June 1)
 - Press Release / Media Availabilities
- **Sign-up Genius for volunteers to go out next week**
- **Media Kit – In development (Donna Harris)**
 - Flyers
 - Leather coasters / key chain from Black Bear Leather (Eastern Market Vendor)



North Hall - May

Public Events

Aerobic Fitness
 Boogie Babes
 Tango DC
 Literary Hill Bookfest
 #WeEducateDC: A Teacher Appreciation Celebration
 MercadoDC
 EMCAC
 DCFF Burn Foundation Night at the Market

Private Events

Eastern Market Toastmasters
 Wedding
 Wedding