

**EASTERN MARKET COMMUNITY ADVISORY COMMITTEE  
REGULAR MEETING  
NOVEMBER 18, 2020**

**MINUTES**

Attendance: Mike Bowers (for Bill Glasgow); Chuck Burger, Vice Chair; Nikki Dean; Tom Kuchenberg, Treasurer; Susan Oursler; Donna Scheeder, Chair; and Jerry Sroufe were present. Anita Jefferson joined the meeting after it began.

The regular meeting of the Eastern Market Community Advisory Committee (EMCAC) was held on Wednesday, November 18, 2020, at 7:00 P.M., via Zoom. The Chair called the meeting to order at 7:03 P.M.

**Adoption of the Agenda**

Commissioner Sroufe moved that the agenda be adopted. The agenda was adopted.

**Approval of the Minutes**

Mr. Burger moved that the October 28, 2020, regular meeting minutes be approved. The minutes were approved.

**Report of the Chair**

The Chair indicated that Secretary Monte Edwards is excused. She highlighted the dates of the scheduled EMCAC regular meetings through September 2021. She also reported that Stanton EastBanc convened an informal meeting with EMCAC members to discuss ideas for activating the C Street Plaza; no formal proposals emerged from the discussion.

**Eastern Market Strategic Plan Study Letter**

Market Manager Barry Margeson reported that the Department of General Services (DGS) will convene a meeting regarding the issues raised by EMCAC's letter regarding the Eastern Market Strategic Plan Study.

**Report of the Market Manager**

Mr. Margeson presented a written report of the Market Manager, which is attached to these minutes. Mr. Margeson agreed to consider virtual events during the holidays to market Eastern Market.

By unanimous consent, EMCAC authorized the Chair to follow up with DGS regarding the post-Thanksgiving holiday hours through January 2021.

### **Report of the Capital Improvements Subcommittee**

The Chair reported that she and Mr. Edwards, Chair of the Capital Improvements Subcommittee, are working on a prioritized list of Eastern Market capital budget requests for the next budget year to propose to EMCAC for approval at a later meeting.

### **Report of the Tenants Council**

Ms. Jefferson, Interim Chair of the Tenants Council, reported that she and Mr. Margeson discussed the layout of Christmas tree vendors, the identification and the scheduling of Eastern Market staff, preventing cars traveling on closed streets, holiday hours Monday to Friday, particularly the Monday of the presidential inauguration week, and new weekend vendors.

### **Update on the Eastern Market Metro Park Project**

Commissioner Sroufe stated that (1) a fence was installed around the construction area on parcel 4, which contains the metro entrance, and (2) a sculpture of two hands forming a heart was selected for the public artwork.

### **Community Comments and Concerns**

Ellen Opper-Weiner commented on and inquired about the public input process for the Eastern Market Strategic Plan Study, the public release of the study, and the implementation of the plan.

### **Adjournment**

The meeting adjourned at 8:32 P.M.

Monte Edwards, Secretary



## Eastern Market Manager’s Report to the EMCAC

November 18, 2020

**Happy Thanksgiving!!!**

### Finances

#### Eastern Market Revenues:

Row Labels	Q1	Q2	Q3	Q4 to date	Total FYTD
APP FEE REV (OUTDOOR VENDOR)	\$ 315	\$ 900	\$ 35	\$ 380	\$ 1,630
ATM LEASE PAYMENTS	\$ 3,982	\$ 5,665	\$ 13,146	\$ 1,187	\$ 23,979
EASTERN MARKET 300 BLOCK	\$ 9,548	\$ -	\$ -	\$ -	\$ 9,548
NORTH HALL REVENUE	\$ 72,502	\$ 74,645	\$ (14,685)	\$ 19,290	\$ 151,752
OUTDOOR VENDOR REVENUE	\$ 78,304	\$ 34,374	\$ 8,519	\$ 46,866	\$ 168,064
FLEA MARKET 7TH STREET	\$ 6,100	\$ 3,050	\$ -	\$ 3,050	\$ 12,200
SOUTH HALL REVENUE	\$ 60,013	\$ 62,236	\$ 29,663	\$ 31,603	\$ 183,516
<b>Grand Total</b>	<b>\$ 230,764</b>	<b>\$ 180,871</b>	<b>\$ 36,678</b>	<b>\$ 107,376</b>	<b>\$ 555,689</b>

	Q-1	Q-2	Q-3
Revenue	230,764.25	180,870.65	36,678.10
Expenditures	157,734.20	220,912.21	191,923.15
Variance Over (Under)	<b>73,030.05</b>	<b>(40,041.56)</b>	<b>(155,245.05)</b>

### Payment to EMCAC

Susan Eads Role received payment.

### Leases

Jose Canales, who reached out to us in 2019 about signing the form lease, is getting close to the end of that process. Other leases are on hold.

### Operations

#### Tree Sales:

Tree sales were approved as addition to the weekend market and also during the week. There will be three locations during the weekends and no vendors will be displaced.

**Market hours:**

Hours for Tuesday and Wednesday before Thanksgiving will be from 9am-7pm. The rest of the holiday season is being considered.

**Farmers' Market:**

Three new farmers are coming out:

- Panorama Bakery on Sundays;
- Fresh Harvest Hydroponics on Tuesdays, Saturdays, and Sundays.
- Walnut Hill Farms is back on Tuesdays;

**Security Update:**

Currently, PSD is coming by each weekend to check in and help out as required.

**Wrapping up signage work:**

Final submission has been submitted to CFA and will be reviewed tomorrow afternoon.

**HVAC:**

The Scope of Work was finalized and has been provided to Contracting and Procurement.

**Parking:**

The back alley is being monitored on weekends and cars are being ticketed when they overstay. There is no funding currently for customer validated tickets. A steady number of weekend vendors use the 700 Penn validated spaces.

**Marketing**

- Lights will go up between shed and building like they are on the plaza
- Increased social media posting

**Grievance Process**

An updated grievance process request is being circulated for approval.

**Thank you's**

- Thanks to our merchants, vendors and customers for continuing to comply even as this is wearing on all of us!

**Eastern Market Main Street:**

Currently, we are working on the Holly Days marketing campaign.