

**EASTERN MARKET COMMUNITY ADVISORY COMMITTEE
REGULAR MEETING
FEBUARY 22, 2017**

MINUTES

Attendance: Monte Edwards, Secretary; Steve Hagedorn (for Diane Hoskins); Tom Kuchenberg, Treasurer; Richard Layman; Susan Oursler; Erika Rubel; and Donna Scheeder, Chair, were present. Mike Bowers (for Bill Glasgow) arrived at 7:17 P.M.

The regular meeting of the Eastern Market Community Advisory Committee (EMCAC) was held on Wednesday, February 22, 2017, 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. Kuchenberg moved the approval of the January 25, 2017, regular meeting minutes. The minutes were approved.

Report of the Chair

The Chair highlighted the EMCAC regular meeting and the Executive Committee dates for the balance of 2017 and announced that Executive Committee meetings take place at 5:00 P.M. in the North Hall of Eastern Market. She also reported that: the updated bylaws were sent to members of EMCAC and will be posted on the Eastern Market website; a letter requesting a legal opinion regarding organizations represented on EMCAC was sent to the Chief Counsel of the Department of General Services (DGS), with a copy to Councilmember Charles Allen; and a request was issued to members of EMCAC to serve on the Nominations and Credentials Subcommittee and the public to serve on other subcommittees.

Report of the Market Manager

Barry Margeson provided a written report of the Market Manager, which is attached to these minutes. Mr. Margeson agreed make a request of DGS to share with EMCAC the current draft of the merchant's lease with EMCAC, the request for proposal/scope of work for appraiser, and the preliminary report of the appraiser. He agreed to consult with Bill Glasgow on a deadline for the proposed revisions to the lease. In addition, he agreed on the Eastern Market website to include EMCAC and Executive Committee meetings in the North Hall calendar and delete the invalid post office box for EMCAC. Finally, he agreed to request that technical staff with DC Access evaluate the strength of wireless connection for outdoor vendors.

Hine Update

Commissioner Hagedorn reported that: in the office building, permanent power was received and precasters are onsite continuing installation, with curtainwall to follow in March; in the plaza

building, brick work is substantially complete and scheduled to be cleaned during the next two weeks, installation of drywall is continuing, doors are being installed, and cabinetry installation is scheduled to begin in the next few weeks; after cleaning, waterproofing of the plaza area on C Street is scheduled to begin in the next few weeks; and the Eighth Street residential building windows and receptors are on site and being installed daily and drywall framing is continuing on floors two and above.

Report of the Subcommittee on Application Advisory Review

Ms. Rubel, Chair of the Application Advisory Review Subcommittee, reported that two more applications were processed and virtually all of the work is being accomplished via email with greater efficiency as the subcommittee continues to work on making it easier to apply.

Report of the Tenants Council

Mr. Brome, Co-Chair of the Tenants Council, presented a report, which is attached to these minutes.

Community Comments & Concerns

Joe Snyder commented on the notice for the election of the independent community member.

The meeting adjourned at 7:53 P.M.

Monte Edwards, Secretary



Eastern Market Manager's Report to the EMCAC

February 22, 2017

Finances

See addendum

Leases

The merchants have sent their comments to their lawyer for review. DGS is waiting for the results of questions sent to references receive on the most competitive submittal.

Marketing

Social Media:

Instagram: 153 in May to 1,131 today

Twitter: 31.4k

Facebook: 45,283

North Hall Marketing: Dominiqua and Nicole have created some beautiful posters advertising the North Hall that will be framed in the Center Hall. You will see them up by next week.

Culinary Education Crawl: Market Poultry did an amazing job on their educational session on January 28th. All of the attendees loved it and several passersby were interested in it being held again soon. The program was: ***Deboning Poultry and Preparing Birds for the Table***. Pictures are below

9:30am-10:30am	Stroller Strides/Stroller Barre
<u>Sat Feb 4</u>	
5:00pm-2:00am	Tango ends at 1am - Jake Spatz 703-946-8895 (Requirements - Needs dance floor)
<u>Wed Feb 8</u>	
9:30am-10:30am	Stroller Strides/Stroller Barre
<u>Thu Feb 9</u>	
10:30am-11:30am	Boogie Babes
5:00pm-1:00am	Tango ends at 1am - Jake Spatz 703-946-8895 (Requirements - Needs dance floor)
<u>Fri Feb 10</u>	
9:30am-10:30am	Stroller Strides/Stroller Barre
<u>Wed Feb 15</u>	
9:30am-10:30am	Stroller Strides/Stroller Barre
2:00pm-11:00pm	Ahhhscar Night
<u>Thu Feb 16</u>	
10:30am-11:30am	Boogie Babes
5:00pm-1:00am	Tango ends at 1am - Jake Spatz 703-946-8895 (Requirements - Needs dance floor)
<u>Fri Feb 17</u>	
9:30am-10:30am	Stroller Strides/Stroller Barre
<u>Wed Feb 22</u>	
9:30am-10:30am	Stroller Strides/Stroller Barre
7:00pm-9:00pm	EMCAC
<u>Thu Feb 23</u>	
10:30am-11:30am	Boogie Babes
5:00pm-1:00am	Tango ends at 1am - Jake Spatz 703-946-8895 (Requirements - Needs dance floor)
<u>Fri Feb 24</u>	
9:30am-10:30am	Stroller Strides/Stroller Barre
<u>Sat Feb 25</u>	
3:00pm-11:00pm	Pasta for Pets

Update from Last Meeting

1. We bought new tables for the North Hall and I have given direction to our janitors regarding how the tables should be set up for Each EMCAC meeting.
2. All 2017 dates are posted on the website
3. The total rentable square footage of the market is 8,461 including pottery studio and the merchants pay an average of \$28.53/sq ft
4. Regarding the uprights in the South Hall, I'm working with our lighting expert on another solution to the issue, that issue being that the LED lights that we purchased did not work with our dimmers.
5. Timeline for appraiser:
 - a. Preliminary Report: 30 calendar days after we issue the Purchase Order Agreement;
 - b. Final Report: 5 calendar days after the vendor receives comments from DGS.
6. Timeline on security assessment: I don't have a response on this.
7. There is an upcoming meeting with the Farmers Market Collaborative on March 14 and security will be on the table for discussion. We will be in attendance
8. I sent out an email to all merchants regarding parking on sidewalk in back alley. Email worked.

Eastern Market Tenant's Council Meeting Notes
February 9 2017

Attending:

Mike Bowers - Co Chair
Chubb Houston
Nikki Dean
Joe Snyder

Soyini George
Katrina Cuffey

Manager's Report

Katrina Cuffey, Operational Manager, reported that winter rates for Farmers and Art/Crafts vendors will be extended until the end of February, rather than ending mid month. She also reported that management would consider moderating the rate charged for bad weather set-up in the North Hall.

The Tenant Council passed the following Resolutions:

RESOLUTION 2 -9- 17 -01 Business Use of Eastern Market WiFi (passed unanimously)

Because of limited coverage of DC WIFI and the data demand of chip card readers, the Tenant's Council requests that management investigate making the Eastern Market's wifi available to market vendors (farmers, merchants, and arts/crafts) as the Market's bandwidth upgrade continues.

RESOLUTION 2 -9- 17 -02 Market Violation Notice Process (passed unanimously)

The Tenant's Council requests that the Department of General Services develop a standard operating procedure for the issuance, documentation, and dispute process to include review with the Tenant's Council.

BELOW IS LIST OF 2016 RESOLUTION THAT ARE STILL OPEN AND SEEKING RESOLUTION:

RESOLUTION 02-11-16-02 Snow Removal

The Tenants Council request that management obtain and review Statement of Work for snow removal contractor assigned to Eastern Market and report the findings to the Tenant's Council for the purpose of developing a definitive snow removal plan.

RESOLUTION 02-11-16-03 Enterprise Fund

The Tenants Council request that management research present law and implementation of Eastern Market's Enterprise fund, with objective to make the Fund more secure from budgetary lapsing and reprogramming requests (sweeps).

RESOLUTION 4-14-16-02 Operation of South Hall Handicapped-Accessible Entry Doors along 7th Street

The Tenant's Council requests that management prop open handicapped- accessible doors to the South Hall along 7th street when maintenance request is filed with management. Management is responsible for maintaining handicapped- accessibility at all times, doors opened or closed.
(WITH ADDED NOTE THAT NORTH HALL HANDICAPPED DOORS ALSO REQUIRE MAINTENANCE)

RESOLUTION 11-10-16-03 Pest Control

Related to adjacent construction, there is much greater pest infestation. The Tenant's Council recommends that management provide greater pest control measures including door sweeps.

All the best,

Eastern Market Tenants' Council

- Chuck Brome, Co-Chair (South Hall)
- Mike Bowers, Chair (South Hall)
- Angie Brunson (Farmers' Line)
- Nicole Dean (Arts and Crafts/Flea Market)
- Chubb Houston (Arts and Crafts/Flea Market)
- Anita Jefferson (Arts and Crafts/Flea Market)
- Joseph Snyder (Arts and Craft/Flea Market)