

**EASTERN MARKET COMMUNITY ADVISORY COMMITTEE
REGULAR MEETING
MARCH 28, 2018**

MINUTES

Attendance: Chuck Brome; Chuck Burger, Vice Chair; Monte Edwards, Secretary; Bill Glasgow; Tom Kuchenberg, Treasurer; Susan Oursler; Jonathan Page; and Donna Scheeder, Chair, were present. Chander Jayaraman, Anita Jefferson (for Nikki Dean), Angie Brunson, and Richard Layman arrived after the meeting had begun.

The regular meeting of the Eastern Market Community Advisory Committee (EMCAC) was held on Wednesday, March 28, 2018, 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. Page moved approval of the January 24, 2018, regular meeting minutes. The minutes were approved.

Mr. Page moved approval of the February 28, 2018, regular meeting minutes. The minutes were approved, as corrected.

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

Report of the Executive Committee

The Chair highlighted the EMCAC meeting and EMCAC Executive Committee dates in 2018. The Chair and Mr. Edwards reported on their testimony, which is attached to these minutes, to the District of Columbia Council's Committee on Transportation and the Environment that has oversight of the Department of General Services (DGS). The Chair also reported on the receipt of the DGS proposed budget for the Eastern Market Fund, stating that she was assured by the District of Columbia Government official working on scheduling a briefing for EMCAC on financial information that the monies in the Eastern Market Fund would not be swept at the end of the fiscal year.

Capital Improvements Subcommittee

Mr. Edwards, Chair of the Capital Improvements Subcommittee, reported on meetings with contractors for two of the Launch Pad initiatives – the brownstone steps and the window repair.

Strategic Plan Process for Eastern Market and Status of the 300 Block

In advance of a special meeting to be held on Wednesday, April 4, 2018, at 7:00 PM in the North Hall at Eastern Market, the Chair distributed draft recommendations regarding the DGS proposal to contract for the development of a strategic plan for the Eastern Market Special Use Area.

Report of the Market Manager

Barry Margeson, who was not present, provided a written report of the Market Manager, which is attached to these minutes.

Finance Subcommittee

Mr. Kuchenberg, the Chair of the Finance Subcommittee, reported that a payment was made for minutes drafting services, leaving a balance of \$247.00 in EMCAC's account.

The Chair announced that the briefing by District of Columbia Government officials regarding Eastern Market financial information is in the process of being scheduled.

Report of the Tenants Council

Mr. Brome, Co-Chair of the Tenants Council, presented a written report, which is attached to these minutes. Mr. Brome stated that on March 29, 2018, Anita Jefferson becomes interim chair and he departs the Tenants Council.

The Chair congratulated Mr. Brome on his service to the Tenants Council and EMCAC.

Community Comments and Concerns

Carol Wright commented on overtime pay costs for Eastern Market staff, the traffic study being conducted by Eastern Market Main Street (EMMS), and weekend management at Eastern Market.

Ellen Oppenheimer made multiple comments regarding public notice for meetings, Eastern Market representation on EMMS, EMMS, viability of Eastern Market, and the EMMS traffic study.

There was discussion of the EMMS traffic study contractor and the Eastern Market financial information.

The meeting adjourned at 8:22 P.M.

Monte Edwards, Secretary

Council of the District of Columbia

Committee on Transportation and the Environment

Budget and Oversight Hearing on the Department of General Services

Testimony of the Eastern Market Community Advisory Committee

Donna Scheeder, Chair

March 26, 2018

The Eastern Market Community Advisory Committee, EMCAC, represents the owners, customers, merchants and vendor of Eastern Market. The owners are the citizens of the District. The Council very wisely recognized that fact when it passed legislation creating EMCAC which is in Title 37 of the DC Code. The legislation assigns very specific responsibilities for EMCAC to advise and provide oversight including on the budget as follows:

B. 37-105f-l lays out reporting requirements:

"(f) The market manager shall prepare, **prior to the start of each District government fiscal year budget preparation cycle**, a budget for the annual operating expenses and any capital improvements that may be required, together with any necessary cost/benefit analyses, and shall submit this budget to the EMCAC for its review and recommendations at a public meeting. The market manager shall then submit this budget, along with the EMCAC's recommendations, to the CPMO, the Mayor and the Council for inclusion in the District of Columbia budget.

You will note that you have no recommendations from EMCAC because there was no prior submission to EMCAC for review. What is required in the legislation was not done.

After persistent demand and pressure EMCAC was told in an e-mail from the Market Manager that "clearly, a budget prepared by the executive branch of the District of Columbia Government will have to remain internal until the point that it is released to Council". I replied that "the Council authorized consultation with EMCAC before the budget is presented to them". DGS's refusal to follow this legislative directive is an affront to both our organization and the Council which in its wisdom deemed that they and DGS could benefit from the knowledge that EMCAC contributes to the budget process for the Market.

Eastern Market is a business. Business managers need to review on a monthly basis actual revenue and expense figures and how they are tracking with those projected in a budget in order to make adjustments as needed. EMCAC needs this information to advise on the management of the market as required in the law and to hold DGS accountable for the expenditure of funds. We cannot get this information. What we do get is piecemeal and delivered often so late that it is not usable to make timely recommendations.

EMCAC did receive a document that was designated “Mayor’s Proposed Budget for the Eastern Market Fund last Friday evening. This document fails to break down the several sources of income which is important to understanding the cash flow of the market and its ability to be self-sustainable. It provides you with no information about what is needed in the way of maintenance and capital improvement expenditures. There is no information about what was budgeted for 2018. Currently negotiations are underway to provide new leases for the South Hall merchants. EMCAC was presented with a proposal that would substantially increase the rents. Without having access to current budget and meaningful budget information we have no way to advise if these amounts are necessary and fair. That document also informs you that the fund balance is calculated and recorded once a year. That is no way to run a business. Monthly balance statements are critical to making business decisions.

EMCAC has a number of questions. For example we have once again been promised that the city will hire a consultant to work with us to develop a 5 year strategic plan for the Eastern Market Special Use area. The last time it was promised in 2016 we were told there was no money and there would be no plan. Strategic business planning is critical to all businesses including those which are part of Eastern Market Main Street. What was submitted to you and to EMCAC has no 2018 figures, only actuals to date. Where’s the money for this study and is it a realistic figure?

A number of critical repairs and investments in Eastern Market are long overdue. Eastern Market is a landmarked historic structure that requires dedicated and diligent capital improvements that are statutorily required to be provided by the City. Mr. Edwards’s testimony provides descriptions of needed projects at the Market that have apparently been placed on hold because of budget constraints. EMCAC requests that DGS fund each of the areas described in the Edwards’ testimony as soon as possible. If funds are not now available, EMCAC requests that DGS include these critical investments in the DGS budget for Eastern Market.

Finally, security remains an issue. EMCAC has advised the Market Manager several times that the 7th street open air market provides a tempting target for terrorists who want to use their vehicles to run down the innocent as was done at the Berlin Christmas Market, the Barcelona Las Ramblas, the Nice to Bastille Day celebration, and the bicycle path attack in lower Manhattan, to name just a few. I was told I did not have to mention this because DGS intends to hire a professional to do a security assessment but I am concerned this may be like other studies and promises to EMCAC which become promises delayed because of money. I ask the Council to make sure this study is funded and that its recommendations are implemented without delay.

EMCAC is a dedicated group of community volunteers with expertise that is joined by representatives of the merchants, outdoor vendors and farmers. We want to be a partner with DGS and the city as was envisioned by you in the legislation. I regret that instead we are forced to become critics. We now look to the Council to call upon the executive branch to follow your legislative mandates. Help us to continue to protect the 25 million dollar investment the city made to rebuild Eastern Market following the fire. Thank you for your time and attention.

Council of the District of Columbia
Committee on Transportation & The Environment

Budget Oversight Hearing - Department of General Services

Statement of Monte Edwards

March 26, 2018

I am the Secretary of the Eastern Market Community Advisory Committee (EMCAC) and serve as the Chair of EMCAC's Capital Improvement Subcommittee. EMCAC is designated by statute as the advisory committee to the Department of General Services (DGS) for matters concerning Eastern Market. EMCAC was created by the 1999 Eastern Market Legislation (now, DC Code §36-101-113) that placed the Market under the jurisdiction of the District's Office of Property Management (now DGS), required unified management of the Market and created the Eastern Market Community Advisory Committee (EMCAC) to advise OPM about the operation, management and capital improvements for the Market.

Capital Improvement

The Capital Improvements Subcommittee has identified needed capital improvements, advised on how to best accomplish them, and our advice has been followed for some of those projects. But we have not been involved in the RFP or budget process and in fact, do not know what DGS paid for the improvements that were implemented. Not all of our advice has been followed. There are at least four major projects that EMCAC has recommended over the past several years that DGS needs to undertake (the cost of each of which will likely be tens of thousands of dollars), but they have not been done, with the explanation that money was not available:

1. Brownstone Repair

The need for repair and replacement of the dangerously spalling and unsightly deteriorated brownstone on the south end of the building, over the Pottery Studio stairwell, was identified in 2014 and has not been accomplished.

2. Energy Efficiency

Investments are needed to improve the building's efficiency and will save tax payer dollars while providing merchants and users of the Market with a better environment. At the April 2011 EMCAC meeting, Curtis Clay and Mark Chambers of DRES (the predecessor of DGS) came to talk about making Eastern Market a green building, explaining that there was money in the 2012 budget for LEED certification of historic buildings. That effort needs to be revived, and should initially address:

First we need to achieve proper operation of the heating, ventilation and air conditioning (HVAC) system to have it operate in the manner in which it was designed: (a) coordinated opening of oculus windows for make-up air when the roof fans are running which would satisfy the comfort requirements of the South Hall without the use of heating or air conditioning for much of the year, (b) prevention of the heating outages that occurred this winter in the South Hall while the North Hall remained heated, and (c) separation of the

operation and metering of HVAC systems in the North and South Halls to separate costs so they can be properly assigned.

3. Standby Electric Generation.

Electric outages have occurred in the past and have resulted in the loss of refrigeration and loss of product that has amounted to losses of tens of thousands of dollars for the merchants. Most grocery stores have backup electric generators that prevent those problems. As a “primarily fresh food market” Eastern Market needs to provide a standby electric generator with sufficient capacity to power the essential refrigeration equipment, emergency lighting and sufficient fans and controls to provide emergency heating for the South Hall (an electric outage would likely also affect the surrounding area and would justify a Market shutdown).

4. Public Address System

Eastern Market has failed to implement the Emergency Response Plan recommendation to provide an effective public address notification system. During the April, 2013 EMCAC meeting, the *Eastern Market Emergency Response Plan* was presented by Mr. Chander Jayarman, a DGS contactor, that explained the necessity of having a method for the Market Manager to communicate with vendors and customers in all parts of the Market when an emergency is declared. In the fall of 2013, the Market Manager obtained proposals to install an audio paging system that would provide audio speakers located in the South Hall, the North Hall, and the outside market for emergency notification, paging and performance events. The project has not been funded.

The current DGS budget needs to include money for these projects.

EMCAC’s Unfunded Mandate

EMCAC is similar to an Advisory Neighborhood Commission (ANC), except the scope of our advice is limited to Eastern Market. Thus, we are required to keep records of our meetings, reports and advice, but we receive no funding from the City to do so. EMCAC has paid for a recorder to record our meetings, a hard drive to preserve those recordings and pays a licensed Parliamentarian to prepare the minutes of our meetings, and the personal printers of the Chair and Secretary are used to provide copies of minutes, reports and correspondence. The funds for those costs come from voluntary dues that are paid by members of EMCAC and gifts from friends of EMCAC.

The City needs to provide an annual budget for EMCAC as the City does for ANCs and other advisory committees/commissions. The annual sum of \$5,000 would be sufficient and appreciated.

Thank you for the opportunity to bring these points to your attention.



Eastern Market Manager's Report to the EMCAC

March 28, 2018

Finances

February Revenues

Description	Revenue
APPLICATION FEE REVENUE	\$35.00
ATM LEASE PAYMENTS	\$2,813.58
NORTH HALL REVENUE	\$18,200.00
OUTDOOR VENDOR REVENUE	\$8,606.00
FLEA MARKET 7TH STREET	\$6,100.00
SOUTH HALL REVENUE	\$26,881.99
TOTAL	\$62,636.57

The Budget Director for DGS, has sent financial information to Donna Scheeder.

Leases

No update.

Capital Improvements

We held the first meeting with the contractor for the six projects that are a part of the Launch Pad Initiative. We are contracting with a Construction Management Consultant to follow the project and ensure that it is

Eastern Market Main Street

Market Week runs from April 29 to May 6, the same week as Small Business Week. The week kicks off with Night at the Market and continues throughout the week giving opportunities for "customers to invest in their local economy while fostering a walkable, vibrant, and inclusive neighborhood." There are opportunities to collaborate, sponsor, and volunteer at <https://www.easternmarketmainstreet.org/marketweek>.

If you haven't had an opportunity yet to provide comments for the EMMS' Traffic and Use Assessment, all stakeholders have the option to send their comments to EMMS by email at info@easternmarketmainstreet.org. Comments must be received by March 31 to be included. EMMS is also working to gather the feedback collected by EMCAC and ANC6b at the public meetings regarding the closure of 7th Street SE held in the summer of 2017.

Marketing

INSTAGRAM

DATE	FOLLOWERS	+
Start	1324	
9/12/17	1410	86
10/24/17	1477	67
11/16/17	1500	23
11/29/17	1517	17
12/21/18	1572	55
1/24/18	1616	44
2/27/18	1727	111
3/27/18	1781	54

TWITTER

DATE	FOLLOWERS	+
Start	31.9k	
9/26/17	32116	
10/24/17	32252	136
11/16/17	32298	46
11/29/17	32325	27
12/21/18	32385	60
1/24/18	32470	85
2/27/18	32527	57
3/27/18	32609	82

FACEBOOK

DATE	FOLLOWERS	+
Start	44675	
9/26/17	44719	44
10/24/17	44858	139
11/16/17	44918	60
11/28/17	44946	28
12/20/18	45024	78
1/23/18	45138	114
2/26/18	45227	89
3/26/18	45280	53

PROJECTS:

Vendors' Profile: Vendors have been encouraged to fill out and submit an online Vendors' Profile form. A total of 39 vendors have submitted a form and are represented on the website.

Social Media: Please feel free to tag us using @easternmarket_dc and #EasternMarketDC on any exciting, interesting photos you take while at Eastern Market so we can share them on our Instagram, Facebook, and Twitter pages.

Social Media Postings: Recently, a spreadsheet has been made to keep track of social media postings. Please view the chart below.

DATE	ACTIVITY	MERCHANT/VENDOR
2/20/2018	Social Media Advertisements - FB, Instagram, and Twitter	Fresh Tuesdays
2/20/2018	Social Media Advertisements - FB, Instagram, and Twitter	Blue Iris: Merchant
2/21/2018	Social Media Advertisements - FB, Instagram, and Twitter	Union Meat: Merchant
2/22/2018	Social Media Advertisements - FB, Instagram, and Twitter	Calomiris Produce: Merchant
2/23/2018	Social Media Advertisements - FB, Instagram, and Twitter	Capitol Hill Produce: Merchant
2/24/2018	Social Media Advertisements - FB, Instagram, and Twitter	Fine Sweet Shoppe: Merchant
2/27/2018	Social Media Advertisements - FB, Instagram, and Twitter	Fresh Tuesdays
2/28/2018	Social Media Advertisements - FB, Instagram, and Twitter	Canales Deli: Merchant
2/28/2018	Social Media Advertisements - FB, Instagram, and Twitter	Wunder Around: Vendor
3/1/2018	Social Media Advertisements - FB, Instagram, and Twitter	Wunder Around: Vendor
3/1/2018	Social Media Advertisements - FB, Instagram, and Twitter	Calomiris Produce: Merchant
3/1/2018	Social Media Advertisements - FB, Instagram, and Twitter	Mirasa: Organic Baby Clothing: Vendor
3/2/2018	Social Media Advertisements - FB, Instagram, and Twitter	Calomiris Produce: Merchant
3/3/2018	Social Media Advertisements - FB, Instagram, and Twitter	Yinibini Baby :: Soyini George: Vendor

3/5/2018	Social Media Advertisements - FB, Instagram, and Twitter	Pridon G.: Vendor
3/7/2018	Social Media Advertisements - FB, Instagram, and Twitter	Eastern Market Grocery: Merchant
3/8/2018	Social Media Advertisements - FB, Instagram, and Twitter	Women's International Day
3/9/2018	Social Media Advertisements - FB, Instagram, and Twitter	The Fresh Mobile: Vendor
3/9/2018	Social Media Advertisements - FB, Instagram, and Twitter	Wunder Around: Vendor
3/9/2018	Social Media Advertisements - FB, Instagram, and Twitter	Lil Fishy Designs: Vendor
3/12/2018	Social Media Advertisements - FB, Instagram, and Twitter	Blue Iris Flowers: Vendor
3/12/2018	Social Media Advertisements - FB, Instagram, and Twitter	Eastern Market General Post
3/13/2018	Social Media Advertisements - FB, Instagram, and Twitter	Fresh Tuesdays
3/14/2018	Social Media Advertisements - FB, Instagram, and Twitter	Bowers' Fancy Dairy: Merchant
3/14/2018	Social Media Advertisements - FB, Instagram, and Twitter	Fine Sweet Shoppe: Merchant
3/15/2018	Social Media Advertisements - FB, Instagram, and Twitter	Eastern Market Grocery: Merchant
3/16/2018	Social Media Advertisements - FB, Instagram, and Twitter	Eastern Market Main Street
3/16/2018	Social Media Advertisements - FB, Instagram, and Twitter	Seeing In Fabric: Vendor
3/17/2018	Social Media Advertisements - FB, Instagram, and Twitter	Aurora Bath: Vendor
3/17/2018	Social Media Advertisements - FB, Instagram, and Twitter	St. Patrick's Day
3/20/2018	Social Media Advertisements - FB, Instagram, and Twitter	Calomiris Produce: Merchant
3/22/2018	Social Media Advertisements - FB, Instagram, and Twitter	Jackson / Become A Vendor
3/24/2018	Social Media Advertisements - FB, Instagram, and Twitter	Capitol Hill Produce: Merchant
3/25/2018	Social Media Advertisements - FB, Instagram, and Twitter	Market Lunch: Merchant
3/25/2018	Social Media Advertisements - Twitter	Wunder Around: Vendor
3/27/2018	Social Media Advertisements - FB, Instagram, and Twitter	Market Hours: Easter Sunday

North Hall

We will have had 34 public events by the end of this month and two private events.

Public events were:

- Alchemy of Great Tastes
- EMMS Traffic and Use Assessment
- Pasta for Pets
- Aerobic Fitness
- Stroller Strides
- Boogie Babes
- Tango
- EMCAC

Private events were:

- FOCUS Gala
- Volunteer Food Justice Training 101
- Eastern Market Metro Park Pre-Proposal Meeting

Since our events are displayed in the Center Hall, we will not put a listing of them here and save a bit of space. Please feel free to take a picture if you'd like.

Eastern Market Tenants' Council March Meeting Notes

March 15, 2018

Attending:

Chuck Brome, Chair (South Hall)

Mike Bowers, (South Hall)

Nicole Dean, (Arts & Crafts/Flea Market)

Chubb Hoston, (Arts & Crafts/Flea Market)

Anita Jefferson, (Arts & Crafts/Flea Market)

The Tenants' Council passed the following Resolutions:

RESOLUTION 3-15-18-01 Election of Interim Chair for Tenants' Council. (passed 5-0)
The Tenants' Council elected Anita Jefferson to serve as Interim Chair from March 29 until the May Tenants Council meeting on May 10th.

RESOLUTION 3-15-18-02 Election of Non-Food Representative to EMCAC and one Non-Food Tenants' Council Representative. (passed 4 to 0)
The Tenants' Council will conduct a special election for one Non-Food Tenants' Council Representative for a one-year term to fill a vacancy on Council — and — a regular election for the Non-Food Representative to EMCAC for a two-year term. Both positions' terms are to begin on May 1, 2018. The schedule will be as follows:

April 2. Email and post a request for nominees with descriptions of the positions. All permit holding non-food vendors are eligible to nominate themselves. No nominations by third parties. Provisional vendors are not eligible.

Nominations will be accepted by email to the Tenants' Council gmail account (easternmarkettenantscouncil@gmail.com) or in person to any Tenants' Council member.

The Tenants' Council will request an official roster of permitted vendors from the Market Manager to determine eligible nominees and voters.

April 16 Nominations close.

April 17 Announce by email and posting of the nominees.

April 21 Due date for nominee statements.

April 22 Email and post nominee statements.

April 28 and April 29, between 8:00 and 10:00 AM, voting will take place in the North Hall. Voting must be in person, email votes will be accepted only in special circumstances by contacting the Tenants' Council who will verify and document the vote which will be accepted until 5 PM April 30.

Eastern Market Tenants' Council March Meeting Notes

May 1. Election results will be announced for both the new Tenants' Council Non-Food Representative and the new EMCAC Non-Food Representative. An email of credentials will be sent to the Chair of EMCAC stating that the election has taken place, the results, and requesting to seat the elected person on EMCAC.

Please note: All current Tenants' Council members are listed at the bottom of all emails. On March 29, as noted above, Anita Jefferson becomes Interim Chair and Chuck Brome leaves the Council.

All the best,

Eastern Market Tenants' Council

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