

**EASTERN MARKET COMMUNITY ADVISORY COMMITTEE
REGULAR MEETING
MARCH 29, 2023**

MINUTES

Attendance: Mike Bowers (for Bill Glasgow); Nikki Dean Brown; Chuck Burger, Chair; Monte Edwards, Secretary; Steve Hagedorn; Robyn Hinson-Jones; Tom Kuchenberg, Treasurer; Anita Jefferson; Jackie Krieger; and Brian Pate.

The regular meeting of the Eastern Market Community Advisory Committee (EMCAC) was held on Wednesday, March 29, 2023, at 7:00 P.M., in person and via Zoom. The Chair called the meeting to order at 7:05 P.M.

Adoption of the Agenda

The agenda was adopted as distributed.

Approval of the Minutes

The minutes of the regular meeting on February 22, 2023, were approved.

Report of the Treasurer

Mr. Kuchenberg, the Treasurer, reported a balance of \$1,097 in EMCAC's bank account, with no deposits or withdrawals.

Report of the Chair

Security Plan Review Ad Hoc Subcommittee: Ms. Krieger presented an overview of a draft report on the 2013 and 2022 security plans and requested input on the draft report by April 14, 2023.

Eastern Market 150th Anniversary Ad Hoc Subcommittee: Mr. Pate reported the following developments.

- A community stakeholder meeting was held on February 29, 2023.
- A funding application was submitted to Events DC to be awarded mid-April to pay for a schedule of events throughout the year.
- The Capitol Hill Community Foundation issued a grant to pay for the Cherry Blossom Festival decorations in the North Hall, which will remain installed through Easter.
- A local brewery will release a beer for the 150th anniversary in May.
- History-related events will begin in May.

Budget Oversight Hearing/Testimony: Mr. Edwards presented a report, which is attached to these minutes, on the capital budget for Eastern Market. Mr. Pate moved that Mr. Edwards be authorized to testify on behalf of EMCAC at the DC Council's Committee on Facilities & Family Services' budget oversight hearing on April 6, 2023, regarding Eastern Market's budget needs. The motion was adopted. By unanimous consent, the Chair was authorized to contact Councilmember Janeese Lewis George and offer a tour of Eastern Market.

Proposed Committee Structure: The Chair reported that he and Mr. Kuchenberg are discussing proposing additional committee structure for development of community involvement in the following areas: fundraising, event planning, marketing/branding, and social media.

Formation of a 501(c)(3)/Registration of Logo: The Chair reported that (1) he is receiving assistance to investigate the formation a 501(c)(3) and its structure and (2) a meeting was held with DGS regarding the registration of a logo.

Report of the Market Manager

Mr. Barry Margeson, Market Manager, presented a written report of the Market Manager, which is attached to these minutes. He agreed to investigate what the southern boundary of the Eastern Market Special Use Area is in the vicinity of 7th Street and Pennsylvania Avenue SE.

Report of the Tenants Council

Anita Jefferson, Chair of the Tenants Council, reported the following items: Mr. Margeson presented information on the Eastern Market 150th Anniversary planning and the management of the street, including its opening and closing, the Tenants Council had concerns on the incorporation of the outside market in the anniversary planning, suggested that the "Market Day" on May 19, 2023, be renamed "Community Day" and include Saturday, made other suggestions about the content and size of banners, prioritization of events based on amount of funding achieved, and planning for year-round events and marketing, and discussed how to get needed information from Marketspread as well as the broken windows at Eastern Market.

Adjournment

The meeting adjourned at 8:53 P.M.

Monte Edwards, Secretary

Eastern Market Community Advisory Committee
Capital Improvements Subcommittee

Report Concerning Capital Budget

March 28, 2023

The Eastern Market capital budget now before Council provides \$660,667 for FY 24 and zero dollars for FY25-29. The Eastern Market budget that DGS presented to EMCAC proposed \$2,412,886 for FY23-FY28 (with no adjustments for EMCAC’s comments and zero dollars for FY29). We need to ask Council to provide \$1,087,784 additional capital budget dollars for Eastern Market for FY25-29.

The Eastern Market budget will be reviewed by Councilmember Janesse George on April 6. Since this is Councilmember George’s first hearing involving Eastern Market, we will have to explain EMCAC’s role in the budget process. At the hearing, EMCAC needs to present testimony about the amount and justification for increasing the budget.

One of the most important changes over this period was the determination that the HVAC project would cost about \$800,000 more than expected for the replacement of fan, pump and valve controllers. In the current HVAC project, the contractor is replacing all of the controllers that have failed but have identified other controllers that are nearing the end of their service life and should be replaced over the next five years. Preemptive replacement of these controller is essential to insure the continued operation of the new HVAC system. Attached is Cinnovasa /Southland’s October 12, 2022 letter explaining the need for the replacement.

Barry has reworked the Budget to spread the controller replacement over FY2024 and FY2025 and determined work needs be done through FY2029 - a total of \$1,748,461:

FY2024	Controllers, part one	\$489,000
FT2025	Controllers, part two	311,000
FY2026	Farmers’ Shed Outlets	205,042
FY 2027	Small Projects	80,000
FY2028	Two hot water pumps	34,000
FY 2029	Exterior Brick regrouting	250,000

The priorities for replacing the controllers cannot be determined until the new HVAC system is started up this summer, but they will not need to be replaced all at once, and thus the cos is spread over tow years: FY24 and FY25. The Farmers Shed electrical outlets are used consistently, weekend after weekend by Eastern Market's small businesses. This work will cost \$205,000 in FY26. In FY27, the Market should concern itself with a variety of small capital projects that total \$80,000. Most of these projects were highlighted in the Facilities Conditions Assessment (FCA) Report and then confirmed as critical. In FY28, the FCA calls for the replacement of two hot water pumps and FY 2029 addresses regrouting of the exterior historical bricks, both projects confirmed as important in five years. No projects are required in FY29

currently. The total amount of capital funding required for FY24 through FY29 is \$1,748,461, an increase of \$1,087,784 over the \$660,667 currently in the budget before Council



Eastern Market Manager’s Report to the EMCAC

March 29, 2023

Eastern Market Finances:

Last year, revenues through February were \$265,837, At **midway through** February and \$257k, we are on track to surpass last year's revenues.

Budget for FY23:

Description	FY23 Budget
Water	\$ 87,624
Gas	\$ 12,961
Electric	\$ 69,229
Sustainable Energy	\$ 14,201
Waste Management	\$ 62,390
Personnel	\$ 467,301
Support Staff	\$ 44,213
Direct Voucher for EMCAC Office Support - Per legislated requirement	\$ 5,000
Merchant Services MOU with OCFO, Office of Finance and Treasury	\$ 2,793
Marketing (Pcard)	\$ 21,080
Maintenance and Repairs (Pcard)	\$ 7,000
Sewage Ejection Pit	\$ 4,385
Total	\$ 798,177

Description	Unbudgeted
Snow	\$ 5,000
Janitorial	\$ 200,278
Extermination	\$ 12,207
Total	\$ 217,485

Total Projected Operational Costs of EM	\$ 1,015,662
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Leases

Since the execution of the Calomiris lease, no news.

Operations:

Outdoor Market:

On Tuesdays, we have a few new vendors. Depending on how up-to-date you are.

- Core vendors are Ravenhook, Groffs, and the Farmbus;
- Added Donuts and Eduardo’s burritos in the fall;
- More recently, we’ve added BDOT Breakfast and DC Pickles;
- Next week, Dunham Farms will come out;

- Total: 8 food sellers next week.

Soliciting at the market by non-profits:

Placement service for nonprofits who solicit customers (Doctors without Borders, Nature Conservancy, etc): Grow Fundraising. Map face to face fundraisers in DC. Our area is now blacked out on their maps and we've asked them to forward interested nonprofits to us so that we can map them ourselves (and receive payment of \$120 for being in our space).

Security Update:

No current update.

Marketspread:

OCFO is waiting on Contracting for a signature that waives the exclusive contract with JPMorgan.

Parking:

Consistent usage of Trader Joe's on weekends.

Capital Improvements

HVAC:

Updates:

- All fan coil units are in place: Both offices, basement pottery studio;
- Compressor room is almost complete: Fans are in place, holes being plugged. Next step is getting them running with the Building Management System;
- Chilled water pumps have been dropped in place;
- Chiller:
 - Control board was shipped;
 - I Beams for condensing units are on the roof being fitted;
 - Three chiller units will arrive on Friday;
 - Hook-ups will happen next week;
 - Scheduled to be operational on April 24;
 - Power monitoring system will come later;
 - Photos attached.

Interior and Exterior Construction Projects

NDA's were signed by EMCAC, proposal for internal and external projects was reviewed and feedback received. I will provide responses to feedback. Waiting for project award.

North Hall

Inquiries are coming in and events are being booked for summer of FY23 and fall of FY24. We anticipate more bookings for FY24 in the coming months.

April

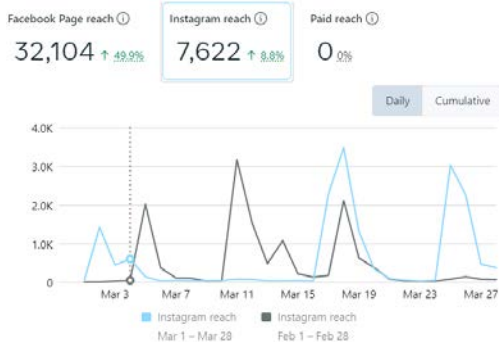
26	27	28	29	30	31
2 Notes	2 Notes	2 Notes	3 Notes	2 Notes	HOLD: Cherry Blossom Exp1
HOLD: Cherry Blossom Exp2	HOLD: Cherry Blossom Exp3	HOLD: Cherry Blossom Exp4	HOLD: Cherry Blossom Exp5	HOLD: Cherry Blossom Exp6	HOLD: Cherry Blossom Exp7
9a Capital Art Book Fair + Standard North Hall Re... (200)	10a Puppet Show Tuesdays + Standard North Hall Re... (100)	10a Puppet Show Tuesdays + Standard North Hall Re... (100)	10a Boogie Thursdays - Apr... + Standard North Hall Re... (100)	10a Boogie Thursday (Resch... + Standard North Hall Re... (100)	8a Capital Art Book Fair + Standard North Hall Re... (200)
HOLD: Cherry Blossom Exp9	HOLD: Cherry Blossom Exp10	10a Puppet Show Tuesdays + Standard North Hall Re... (100)	HOLD: Toyota Walk-thru12	10a Boogie Thursdays + Standard North Hall Re... (100)	5p DC Rawhides Country Da... + Standard North Hall Re... (200)
16	17	18	19	20	21
		10a Puppet Show Tuesday + Standard North Hall Re... (100)		10a Boogie Thursdays + Standard North Hall Re... (100)	
					5p DC Rawhides Country Da... + Standard North Hall Re... (200)

May

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1	2	3	4	5	6
					3p Richard Wright Prom + Standard North Hall Re... (100)	3p Tim & Katy's Wedding R... + Standard North Hall Re... (100)
7	8	9	10	11	12	13
			12p Louisiana Crawfest 2023 + Standard North Hall Re... (350)			5p Hill Havarah Gala + Standard North Hall Re... (180)
14	15	16	17	18	19	20
					3p McCutcheon-Trepicchio... + Standard North Hall Re... (175)	5p DC Rawhides Country Da... + Standard North Hall Re... (200)
21	22	23	24	25	26	27
						4p Basis DC Senior Prom ... + Standard North Hall Re... (150)
28	29	30	31	1	2	3
3p Friedrichs-Jacobs Wedding + Standard North	Memorial Day	EMCAC Meeting				5p DC Rawhides Country Da... + Standard North Hall

Marketing

Meeting scheduled for April 4 at 7pm

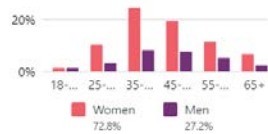


Audience

Facebook Page followers

49,416

Age & gender

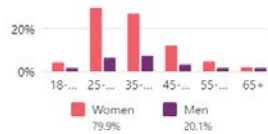


See audience report

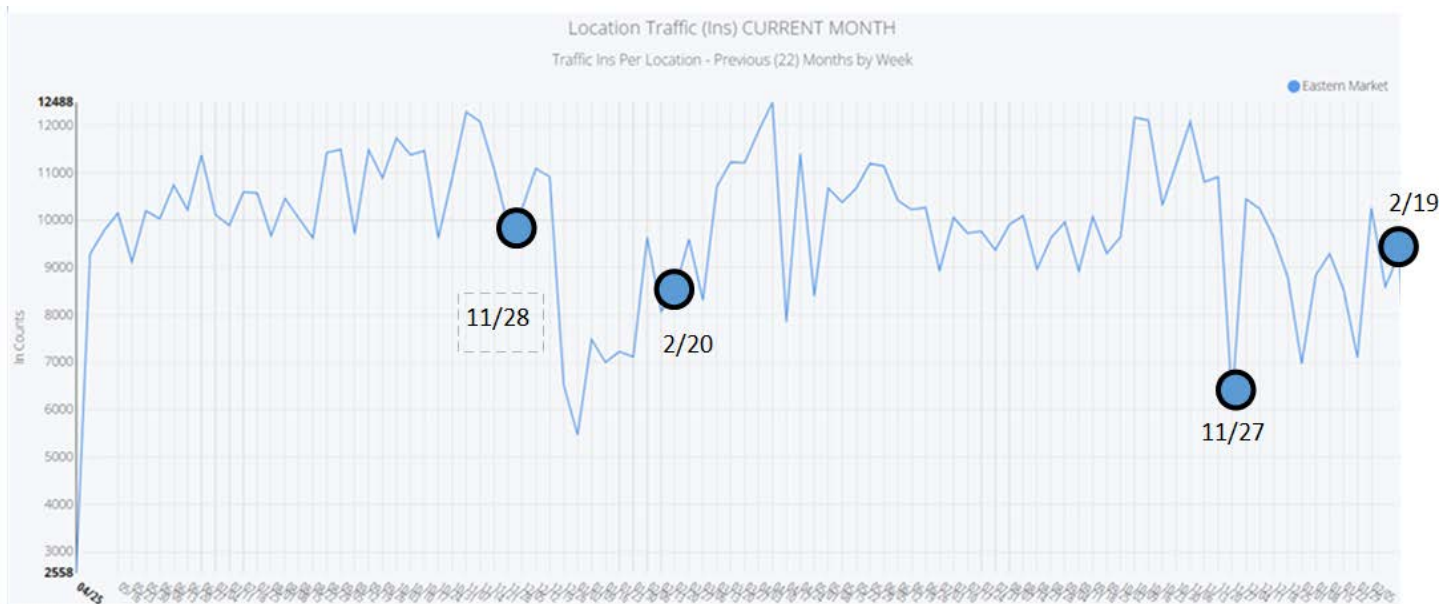
Instagram followers

13,743

Age & gender



Customer Counts



Average 11/28-2/20/21 7,808 customers

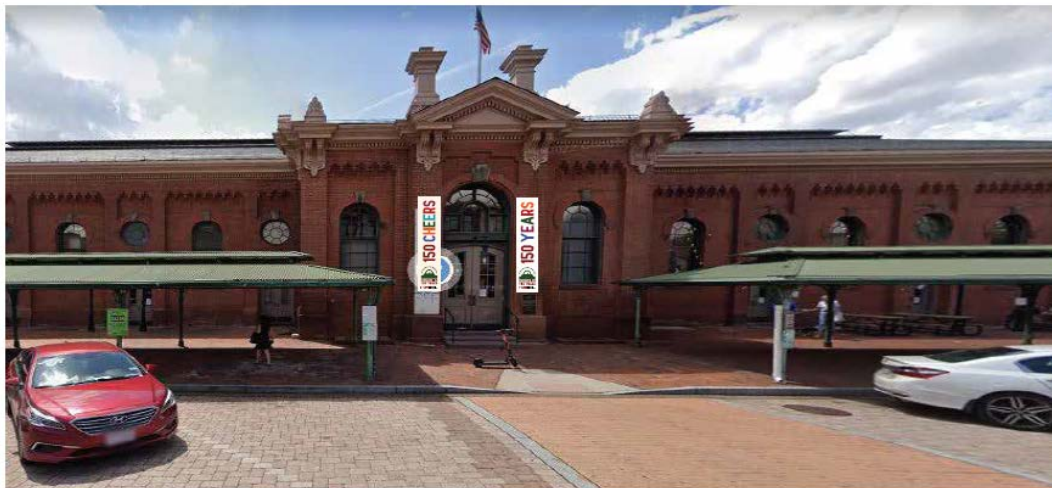
Average 11/27-2/19/22 8,781 customers

150th Anniversary

- Capitol Hill Community Foundation was extremely generous and provided the Eastern Market Main Street with a \$10,000 grant;
- We have not yet heard from Events DC. We should hear by early next week. If EMMS wins grant, will likely have to move around the programming;
- Eastern Market 150 beer will be brewed by Atlas;
- Will reach out to Gelberg Signs for banner quote tomorrow;
- Cherry Blossom Festival so far:

Mon-Sun	March 20-April 9	Cherry Blossom Experience (CBE) – 150 boughs of blossoms in North Hall		
Mon	20-Mar	EM is closed typically on Mondays. Soft opening to CBE.		
Tue	21-Mar	Morning - Puppet Show Tuesday	Children's event - Pay at door	
Thu	23-Mar	Morning - Boogie Thursdays	Children's event - Pay at door	
Fri	24-Mar	Evening - DC Rawhides	Adult Event - Pay at door	
Sat	25-Mar	Evening - Maury Event	Private event	
Sun	26-Mar	CHAW celebrates Eastern Market	Open to public	
Tue	28-Mar	Morning - Puppet Show Tuesday	Children's event - Pay at door	
Thu	30-Mar	Morning - Boogie Thursdays	Children's event - Pay at door	
Thu	30-Mar	Capitol Hill Restoration Society history lecture – in North Hall	Open to public	
Fri	31-Mar	Evening - BASIS DC Event	Private event	
Sat-Sun	Apr 1-2	Capitol Art Book Fair – in North Hall	Open to public	
Sat	8-Apr	Evening - DC Rawhides	Adult Event - Pay at door	
Sun	9-Apr	Easter Sunday - Indoor market closed, Outdoor open, last day of CBE in North Hall		

Banners:



Strategic Plan

New update will come out soon.

Eastern Market Main Street

People are extremely excited about the North Hall décor and that it's opened (with monitor) from roughly 10am-3pm daily. Currently waiting on Events DC before moving forward with any more planning for 150th.

Thank you's

- Karin Edgett for her inspiration for the banners
- HVAC Team

HVAC



Waterproofing



What the Crane Brought Today



Roof Structure for Condensers

Chilled Water Pumps



Getting Chilled Water Pumps in Place

