

**EASTERN MARKET COMMUNITY ADVISORY COMMITTEE  
REGULAR MEETING  
SEPTEMBER 25, 2024**

**MINUTES**

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

The regular meeting of the Eastern Market Community Advisory Committee (EMCAC) was held on Wednesday, September 25, 2024, at 7:00 P.M., in person in the North Hall and via Zoom. The Chair called the meeting to order at 7:04 P.M.

**Adoption of the Agenda**

The agenda was adopted as distributed.

**Approval of the Minutes**

The minutes of May 29, 2024, and July 31, 2024, were approved.

**Election of Independent Community Resident Member**

The following individuals were nominated for the Independent Community Resident Member:

- Bobby Clark;
- Erin Monju;
- Kirsten Oldenburg; and
- Susan Oursler.

Having received a majority of the votes, Ms. Oursler was elected Independent Community Resident Member.

**Report of the Treasurer**

The Chair reported no change in the balance of \$1097.00.

**Election of the Treasurer**

The Chair nominated Susan Oursler, who was elected by acclamation.

**Report of the Chair**

- Subcommittee on Communications: The Chair reported that he continues to recruit individuals to serve on the Subcommittee on Communications.

- **Bollards:** The Chair reported that, due to opposition by the District Department of Transportation (DDOT) to the installation of bollards at Eastern Market, Councilmember Allen is planning a meeting of representatives of city agencies regarding the project. By unanimous consent, the Chair was authorized to circulate to EMCAC members a draft letter in full support of the bollards project.
- **Procedure Report:** The Chair reported that a study of Eastern Market procedures is underway and EMCAC intends to comment on the report and request a second study.

### **Public Space Panel**

The Chair introduced the following public space panel: Sergeant Stephen Benson, Metropolitan Police Department (MPD), First District; Commander Joseph Brown, General Services Agency, Protective Services Division; Mary Costello, Community Connections, Inc.; and Abraham Diallo, DDOT. The panel members made remarks and answered questions on a variety of public space matters.

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

Anita Jefferson, Chair of the Tenants Council, presented a written report, which is attached to these minutes.

### **Report of the Ad Hoc Subcommittee on Public Safety**

Sam Pastore, Chair of the Ad Hoc Subcommittee on Public Safety, reported that the subcommittee released its letter with the recommendations to the public, is awaiting updates on an improved risk assessment and emergency response plan, and continues to have discussions with MPD as well as pursue the bollards project.

### **Report of the Market Manager**

Barry Margeson, Market Manager, presented a verbal report, regarding revenues, the potluck community event, upcoming events, draft holiday calendar, stonework progress, elevator, HVAC next steps, and the Eastern Market airport shop. He stated that he would submit a written report later.

### **Adjournment**

The meeting adjourned at 9:30 P.M.

Monte Edwards, Secretary

## Tenants Council Meeting Minutes September 18, 2024

### Attendance:

Present	Name	Role/Position
X	Anita Jefferson	Chair, Arts and Crafts
X	Sola Ope	Outdoor arts and crafts vendor
X	Mike Bowers	South Hall Merchants
X	Sarah Buffaloe	Pottery
	Angie Brunson	Farmer's Line
	Cam	Prepared foods vendor
X	Nicole Brown "Nikki Dean"	Arts and Crafts
	Kem	Prepared foods/Safety Committee
X	Barry Margeson	Market Management
X	Katrina Cuffey	Market Management

### Review of Action Items

- 1. Action:** Follow-up with vendors making it clear if they request to set up in a different location, they are still responsible for knowing set-up requirements for that space.

**Meeting Discussed:** June 2024, revised July 2024

**Progress:** Katrina has been calling vendors on Friday to set expectations as part of larger effort to increase communications with vendors.

**Discussion:** Global statement of expectations for vendors. Management suggests the reality is that it's a one-on-one conversation. **Revised Action:** Tenants council recommends Management continues with enhanced communication effort and sends an email to vendors outlining the space differences and potential acceptable layouts graphically. Include reminder regrading keeping handicap/ADA clearances throughout.

- 2. Action:** Regarding unhoused person outside Medstar/Boxcar. Management Barry to send out communication to all saying what has been observed, the steps that have been taken, and what anyone should do if they see him on the market side public urination or other behaviors that are illegal in public space.

**Meeting Discussed:** July 2024

**Progress Update:** Barry has invited multiple city agencies to the next EMCAC to hear and discuss this issue and allow businesses impacted to voice concerns. MPD has stepped up enforcement, but of what rules it is not clear. Management has taken this as far as the deputy mayor's office and told they have taken it as far as they can.

**Discussion:** Police coming regularly to market. Have asked person to leave. Vendors need to be informed that SOMETHING is being done, however they can't physically remove this person and the reasons why. This will help to instill confidence that management is not just ignoring the situation.

**Further Action:** Management to put out an email to all tenants keeping them up to date on progress on this ongoing issue.

- 3. Action:** Please share your plan for the remainder of the year with marketing and advertising/promotion and events planned.

**Meeting Discussed:** June 2024

**Progress Update:** Marketing and Planning meeting held, see calendar:

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
25 Closed	26 Indoor Mkt: 8am-6pm Farmers Mkt: 12-4pm	27 Indoor Mkt: 8am-6pm	28 Happy Thanksgiving  Market Closed	29 Xmas Trees Arrive  Market Closed	30 Indoor Mkt: 8am-6pm Outdoor Mkt: 9am-4:30pm Small Biz Sat Better Together Promotion	1 Indoor Mkt: 8am-5pm Outdoor Mkt: 9am-4:30pm Betty the Yeti Wakes up! 12:00-2pm
(Decorations Go Up)	(Decorations Go Up)	(Decorations Go Up)				
2 Closed	3 Indoor Mkt: 8am-6pm Farmers Mkt: 12-6pm	4 Indoor Mkt: 8am-6pm	5 Indoor Mkt: 8am-6pm	6 Indoor Mkt: 8am-6pm	7 Both Markets: Std Hours Santa: 12-2pm	8 Both Markets: Std Hours Betty the Yeti: 12-2pm
9 Closed	10 Indoor Mkt: 8am-6pm Farmers Mkt: 12-6pm	11 Indoor Mkt: 8am-6pm	12 Indoor Mkt: 8am-6pm	13 Indoor Mkt: 8am-6pm	14 Both Markets: Std Hours Carolling 10am-4pm Santa: 12-2pm	15 Both Markets: Std Hours Betty the Yeti: 12-2pm
16 Closed	17 Indoor Mkt: 8am-6pm Farmers Mkt: 12-6pm	18 Indoor Mkt: 8am-6pm	19 Indoor Mkt: 8am-6pm	20 Indoor Mkt: 8am-6pm Holiday Night Market goes to 8pm	21 Both Markets: Std Hours Santa: 12-2pm	22 Both Markets: Std Hours Betty the Yeti: 12-2pm
	Weekday	Holiday Market	10am-5pm			

**Social Media:**

5 gifts for dad  
5 gifts for mom  
5 ornaments  
5 trendy fall foods  
Did you know? Holiday foods  
in the market  
5 desserts  
Pie making contest?



23 Closed	24 Indoor Mkt: 8am-6pm Farmers Mkt: 12-5pm Holiday Mkt: 10am-5pm	25 Merry Christmas Market Closed	26 Day after Christmas Market Closed	27 Indoor Mkt: 8am-6pm	28 Both Markets: Std Hours	29 Both Markets: Std Hours
30 Closed	30 Indoor Mkt: 8am-6pm	31 New Years Eve May close a bit early	1 New Years Day Closed			

**Discussion:** Tenants council requests there be more market specific promotion of the outdoor vendors for holiday season. Specifically, Promote the small businesses at Eastern Market on Small Biz Sat more prominently and enthusiastically. There are additional opportunities at Art All Night and Hill-o-ween for Management to promote their Market. Santa will return near xmas trees. Santa mailbox returns to indoor market 12/17-24. TC has requested the annual plan for displacing vendors for trees under the shed. What is the plan for how it will impact load-in, load-out, and where customers pick up larger trees.

**Further Action:** Management to make promotional calendar visually pleasing. Distribute widely on social media, website, around market, and during any events such as Art All Night and Hill-o-ween.

4. **Action:** Management and AARC to meet to discuss how to balance product diversity when new vendors are now permitted to come sporadically. Create a way to make sure there are not several repeat/similar products when accepting in new businesses that only plan to come infrequently and those who plan to come regularly with similar items.

**Meeting Discussed:** July 2024

**Progress:** No progress

**Further Action:** To be discussed at AARC sub-committee meeting report back to TC

5. **Action:** Review new applications with AARC to clarify if they still indicate the actual maker/business owner is showing up and not employees, to establish the business.

**Meeting Date Discussed:** July 2024

**Progress Update:** No progress

**Discussion:** No Discussion

**Further Action:** To be discussed at AARC sub-committee meeting report back to TC

<p><b>6. Action:</b> Management to be proactive in communicating rule regarding objectionable odor generation to new vendors coming on board.</p> <p><b>Meeting Date Discussed:</b> July 2024</p> <p><b>Progress Update:</b> Not discussed</p> <p><b>Discussion:</b> No discussion</p> <p><b>Further Action:</b> Management has indicated conversations with offending vendors. No further action needed.</p>
<p><b>7. Action:</b> Management to create and maintain best practices playbook for promotional events ahead of the end of the year Marketing and Promotions planning meeting with EMMS.</p> <p><b>Meeting Date Discussed:</b> July 2024</p> <p><b>Progress Update:</b> Not discussed</p> <p><b>Discussion:</b> No discussion in September</p> <p><b>Further Action:</b> Management to report back to TC on what best practices were created for future success of events.</p>
<p><b>8. Action:</b> Management agreed to provide weekly updates to Tenants Council and EMCAC regarding the issues with the building.</p> <p><b>Meeting Date Discussed:</b> July 2024</p> <p><b>Progress Update:</b> None provided</p> <p><b>Discussion:</b> No discussion</p> <p><b>Further Action:</b> Management to provide the information regarding building improvement work, any effects on outdoor market, weekday market customer flow.</p>

## **New Items**

### **1. 7th St load out 4:30**

#### **Issue Description:**

Load out at the top of North Carolina at 7<sup>th</sup> has become a pinch point when the market staff assigned to move the cones are not present and attentive to task at hand. This creates a traffic flow issue for both vendors leaving and general public traffic at the lights on N Carolina when turning vehicles must stop suddenly because the street is blocked. Market staff assigned to this task have been not present, distracted, or otherwise non-responsive.

What are management expectations for those assigned to open cones and monitor street at 4:30 load out (7 & North Carolina)? What have they been assigned to do? What can Vendors trying to enter from either side at the light expect (regular traffic still flows as those needing to turn onto 7th slow down or stop to wait for access. This leads to traffic flow issues and creates an opportunity for cars to be rear ended, and for bike lane traffic to be displaced.

#### Discussion

- Market management has staff assigned to these positions, on Saturday there are 2 people assigned and on Sunday only one person.
- Suggestion to place cameras at these traffic areas to watch the flow and review video after the fact

#### Action Item:

Management to follow-up with staff on the expectations for traffic flow and hold team accountable for being focused on task at hand, not on phones, in coffee shop, or chatting with surrounding vendors. Evaluate need for 2<sup>nd</sup> person assigned on Sundays for truck entrance and car entrance or propose alternative solution.

### **2. Outside vendor emergencies/health incidents**

#### Issue Description:

Does management have a process/procedure if a farmer/vendor falls ill during market hours? Vendors would like a way to have their spaces monitored in the event of a minor illness like dehydration on hot day needing to get inside and sit for a spell. Issues that do not require calling an ambulance. What assistance does management offer to prevent theft of vendor set up? What policies or procedures does management have amongst themselves to handle when an outdoor vendor does get taken away by ambulance? Who is responsible for breaking down their set up, making sure there is no theft?

#### Discussion

- Yes there is a process and resources available in the management office and at the AED machine. The staff is trained in the procedure.

Action Item: No further action requested but would recommend to include this process in the project being worked on now.

### **3. North Hall Parking**

#### Issue Description:

Indoor vendors would like to understand the necessity of these parking closures. At times there is one car parked in vendor area during these closures. They do not seem to be necessary.

The parking spaces adjacent to the North Hall will be reserved for North Hall loading and unloading on the following dates:

Sunday, September 1 (ALL DAY) - along the loading area and fence  
Tuesday, September 10 (ALL DAY) – along the loading area  
Wednesday, September 11 (ALL DAY) – along the loading area  
Thursday, September 12 (ALL DAY) - along the loading area  
Friday, September 13 (available after 1pm) - along the loading area  
Saturday, September 14 (ALL DAY) – along the loading area and fence  
Sunday, September 15 (ALL DAY) - along the loading area and fence  
Tuesday, September 17 (ALL DAY) – along the loading area and fence  
Wednesday, September 18 (available after 3pm) – along the loading area  
Thursday, September 19 (available after 2pm) - along the loading area and fence  
Friday, September 20 (ALL DAY) – along the loading area  
Monday, September 23 (ALL DAY) – along the loading area and fence  
Tuesday, September 24 (ALL DAY) – along the loading area  
Wednesday, September 25 (ALL DAY) - along the loading area and fence  
Friday, September 27 (ALL DAY) – along the loading area

Thank you for your cooperation.

3924 Minnesota Ave. NE, Washington, DC 20019 • Telephone (202) 724-4400 • Fax (202) 727-7283

## Discussion

- Is there a logic or reason for why parking closures around North Hall events need to be this long?

Action Item: Management to follow up with Nicole on the logic for duration of parking closure and amount of spaces needed per events and report back to Tenants Council.