

**EASTERN MARKET COMMUNITY ADVISORY COMMITTEE
REGULAR MEETING
JUNE 25, 2025**

MINUTES

Attendance: Mike Bowers (for Bill Glasgow); Chuck Burger, Chair; Monte Edwards, Secretary; Steve Hagedorn; Susan Oursler, Treasurer; and Jerry Sroufe. Nikki Dean Brown joined after the meeting began.

The regular meeting of the Eastern Market Community Advisory Committee (EMCAC) was held on Wednesday, June 25, 2025, at 7:00 P.M., in person in the North Hall and via Zoom. The Vice Chair called the meeting to order at 7:02 P.M.

Adoption of the Agenda

The agenda was adopted as distributed.

Approval of the Minutes

The minutes of May 28, 2025, were approved.

Report of the Treasurer

The Chair reported that there has been no activity.

Report of the Chair

The Chair reported on the following matters.

- A table has been secured for EMCAC at the DC Open Streets event on Capitol Hill on Saturday, June 28, 2025, and the Chair requested volunteers to assist in staffing the table along with him and the Vice Chair.
- Additional volunteers for EMCAC subcommittees are being sought; one volunteer will begin working with the Operations Subcommittee.
- On July 14, 2025, the DC Council will meet and consider certain proposed funding that has cleared the committee process with the assistance of Councilmember Charles Allen: \$3 million for Eastern Market capital improvements; funding for Eastern Market weekend security; and an additional \$7.5 million for Rumsey second floor renovation.

Report of the Subcommittee on Operations

Susan Oursler, Chair of the Subcommittee on Operations, presented a written report, which is attached to these minutes.

Report of the Tenants Council

Mike Bowers presented a written report, which is attached to these minutes.

Report of the Subcommittee on Capital Improvements

Monte Edwards, Chair of the Subcommittee on Capital Improvements, reported that in addition to his testimony before the DC Council Committee on Facilities on June 12, 2025, a copy of which is attached to these minutes, his colloquy with Chairman Janeese Lewis George was important factor in the committee recommending additional capital improvements funding for Eastern Market.

Report of the Ad Hoc Subcommittee on Public Safety

Sam Pastore, Chair of the Ad Hoc Subcommittee on Public Safety, presented a written report, which is attached to these minutes.

Report of the Market Manager

Barry Margeson, the Market Manager, presented a written report, which is attached to these minutes. He agreed to: (1) investigate other available event space on Capitol Hill, the number of Facebook followers, whether the DCA store rolling video includes Eastern Market images, and the sustainable energy line item expense, and (2) post EMCAC Facebook content on Instagram.

Community Comments and Concerns

Kem Ramirez asked questions regarding the DC Open Streets event on Capitol Hill.

Adjournment

The meeting adjourned at 8:17 P.M.

Monte Edwards, Secretary

Operations Committee Report June 25, 2025

The Operations Committee met on June 3, 2025

Barry reported that he had contacted the Eastern Market Building Manager and the Facilities Assessment Report Contracting Officer regarding their availability to meet with members of EMCAC and the Operations Committee as requested and approved during the May EMCAC meeting. Barry said that both agreed to a meeting, and the Committee recommended that Barry try to schedule both of the meetings for the afternoon of June 17th.

The purpose of the meeting with the Building Manager is to get a better understanding of how repairs are considered and prioritized by the city, and what might be done to expedite repairs. The meeting with the Facilities Assessment Report Contractor is to get a better understanding of the parameters for the report, and to ensure that the Contractor is aware of ongoing concerns at the Market.

The committee discussed issues that we wanted to raise at each of these meetings. As previously noted, some items have been pending for months if not years. Some of the repair items had work order numbers, some items had been raised in the Tenants Council reports, while others were known, but did not fall in either category, or were of a general nature. To that end, the committee composed a list of small but needed repairs and suggested questions about the repair and maintenance process for the meeting with the Building Manager. While the list is by no means complete, we have listed below items to raised at the upcoming meeting.

Pending Work Orders

Eastern Market has nine pending work orders. Their description and status are listed below.

Overhead door--Approved
Window--Approved
Lock and Door--Approved
Fire Alarm--On hold for procurement*
Lock and Door--Approved
Lighting--On hold for parts
Pest Control--Issued and in process
Lighting--On hold for parts
Pest Control--Issued and in process

*Barry confirmed that this item had been completed.

Work Raised in Tenants Council Report

Ridge Vents
Sewer Ejector pump (with battery back-up)
Broken Toilet*
Ceiling Leak
Fly traps
Dampness Under Windows

Back-up Generator

*Barry confirmed that this item has been completed

Other Required Repairs

Farmers' Shed Downspouts

Damaged Gutter on Farmers' Shed

Spot Repointing of Bricks

General Window Repairs, including glazing and window film

Lighting (malfunctioning light over front door, uplighting at the front of the market, flag lighting)

Possible Questions

Most of the pending work orders have vague status comments. How do items move from the "Approved" list, and how can we confirm that parts have actually been ordered, or even that it is possible to obtain them? How are jobs prioritized and who is responsible for prioritization?

Should the Market Manager submit work orders for any of the other pending items? If so, which ones, and why?

How can the Market Manager impact priorities?

How do you determine which items should fall under "Capital Improvements" as opposed to regular maintenance?

Does Eastern Market need a budget for small repairs so that more urgent items (such as broken window repairs) can be arranged using approved contractors directly by the Market Manager?

Is there a general maintenance schedule for the Market? If so, can we see it? We are approaching 20 years since the fire, and things like window reglazing and brick repointing have not been performed since then. (This might also be a question for the Facilities Assessment Report Contractor)

There does not seem to be a clear timeline for repairs to be executed.

The fly lights are not part of the pest control budget. Is there a way to maintain them outside of the standard contract?

Tenants Council Meeting Minutes

June 2025

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
X	Nicole Brown "Nikki Dean"	Arts and Crafts
X	Kem Ramirez	Prepared Foods/Safety Security Committee
X	Barry Margeson	Market Management
	Katrina Cuffey	Market Management
X	Jackie Kreiger	EMCAC Member, Observing
X	Arun Kumar	Ethno- specific Vendor

Summary

1. Discussion of management proposal to charge a fee for additional vendor staff orientation. The pros and cons of the proposal were presented and considered. Further development of the roll-out of this program continues. This does, however, bring up the previous discussion regarding business owners sending workers in their stead to work vs having additional help on hand while they are present. This issue was not fully resolved.
2. Request made to management to send the AARC report to the TC as a regular occurrence. This is the same info included in the Manager's report to EMCAC.
3. Following an additional break-in in the South Hall the TC requested DGS provide a fully fleshed out comprehensive plan for what should be done when an alarm is tripped regardless of if it is believed to be a false alarm or not. All parties should be fully aware of who should be contacted and when.
4. clarification regarding the role of newly contracted security officers and the expectation of assistance vendors and merchants should have. Management will seek clarification

from DGS legal team and create a written summary for vendors. In the meantime, and action item for Manager to inform Tenants of the new security officers so people know who the people in the new uniforms are.

5. Review of the recent event held on the Natoatorium plaza during regular business hours, and the impact on the market and its vendors was discussed. The prepared food vendors provided useful feedback on how the event could have been more mutually beneficial and how prior planning could have eliminated intrusive relocation of vendor set ups. A request for Manager to survey after events for purpose of building on lessons learned as well as in the context of the upcoming Open Streets event.
 - o TC requested these items should be incorporated into the open/aging action item of a **Best Practices Playbook** which was introduced over one year ago.
6. TC has requested Manager provide updates on closed action items or those with new information regarding closing be provided to the TC by the Tuesday prior to meeting. This provides manager one month to provide the updates, and TC a day to review in the event there are questions. This was done to shorten the time needed for TC meetings. Unfortunately TC has not received this report from management **therefore the list of open action items remains long.**

OPEN ACTION ITEMS

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is the best scenario rather than provisionally admitting then having AARC review. However, If presenting provisionally accepted vendors to EMCAC, Manager’s report must clearly state that they are provisional and have not been reviewed by AARC.6

Changes to Vendor Agreement/Outdoor vendor permits6

Action 02.19.2025.05 vendor agreement (Attachment A) changes on hold until next full review or after the Master Product List in action which would more clearly identify “permitted items”.6

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FULL REPORT

Open Items

Capitol Hill Classic as dry run for street closure

Action Item 0521202502: Management team to better coordinate with MPD on vendor access via vehicle identification and identify additional staff to support the day of.

Meeting Dates Discussed: May 2025

Best Practice Playbook for Market Events

Action 01.15.25.01: Management to present action plan for delivery of Best Practices Playbook for Market Events at March TC meeting.

Meeting Dates Discussed: May 2024, July 2024, October 2024, November 2024, January 2025

Progress Update: EMMS marketing meeting occurred, Novemberfest was discussed (pros and cons). Action plan for best practices playbook includes conducting a vendor survey and sending feedback to EMMS to compile the Best Practices Playbook. Vendor survey not sent out yet but will be before the March 5th meeting.

Discussion: Post-holiday vendor meeting is scheduled for March 5th. Management to re-send email invite to all vendors for March 5th.

Downspout Issues

Action Item 02.19.2025 03: Management to approach EMCAC to support needed repairs to the shed including damaged downspouts and provide update to open insurance claims.

AARC Application Process Discussion

Action 02.19.2025.04 Management to continue to send vendor applications to AARC for review and recommendations. Planning reviews in advance to allow AARC to review first, then send recommendations to Management to use in their review process PRIOR to approval. This is the best scenario rather than provisionally admitting then having AARC review. However, If presenting provisionally accepted vendors to EMCAC, Manager's report must clearly state that they are provisional and have not been reviewed by AARC.

Changes to Vendor Agreement/Outdoor vendor permits

Action 02.19.2025.05 vendor agreement (Attachment A) changes on hold until next full review or after the Master Product List in action which would more clearly identify "permitted items".

Meetings Discussed: February 2025

TC process for interested parties, meetings, elections

Action 02.19.2025.07 Management to add Tenant's Council email address to the new vendor orientation documents. If the Management wishes to add any additional wording it must come directly from the Legislation definition. A draft should be presented to the TC prior.

Meetings Discussed: February 2025

Master Product Category list

Action 10.16.2024.03: Management team to work on draft list of product categories to bring to January TC meeting. This completed list would then go to the Operations Committee who is organizing volunteers to use the list to visit outdoor booths to reconcile list against actual goods being sold in the spring.

Meetings Discussed: July 2024, Sept 2024, Oct 2024, May 2025

Outdoor Market Recurring Issues

Vendor Set-Up Issues

Action Item 01.15.25.06: Management to create a walking around checklist as items to enforce with all vendors. **Management team to use checklist during day to enforce, and not rely on vendors reporting on each other.**

Meetings Discussed: November 2024, April 2025, May 2025

Vendor creep and acceptable setup shapes

Action 01.15.25.05: Management to send email with visual references of acceptable layouts and include the same information in vendor orientation. Management to begin warning system for repeat offenders of space creep/set up outside of assigned space and begin issuing MVN for continued offenders. Issue: (particularly under shed due to poles) space must be set up as a C, U, L or similar shape that allows shoppers to enter into the space and not stand in walkway to shop.

Meetings Discussed: Monthly at every TC meeting 2024, Jan 2025, Feb 2025, March 2025, April 2025, May 2025

Review of the Holiday season

Action item 01.15.25.08: Management to conduct SWOT analysis on holiday season at Eastern Market by TC meeting in March 2025

Meetings Discussed: January 2025, May 2025

Load-in Process

Action 0319202502: Market management to follow-up with Sola and speak directly to regular offenders of load-in flow.

Meetings Discussed: March 2025, May 2025

Load Out process

Action Item: 0416202505 Barry to send out email to all refreshing memory of rules and reminding not reading does not exempt you or your employees from MVN.

Meetings Discussed: March 2025, May 2025

Load in for handicap producer

Discussion: Arrival time of handicapped producer and their inability to drive safely behind tents already set up. (This issue was discussed in May 2024 TC and was deemed “solved” by management team.

Parking Clarification

Action 0319202505: Management to send communication clarifying that parking for shed vendors is not automatic and to ask management.

Meetings Discussed: March 2025, April 2025, May 2025

Recurring Agenda Items

Eastern Market Building Issues Update

- HVAC Performance – Management still does not have the engineering report of system findings, it has been requested. **REMAINS OPEN**
- Process for opening ridge vent – Will be part of Building Management System tie-in of controllers for Air Handling Units. Operation manual forthcoming after replacement of cold-water piping during the winter anticipated to be complete in April 2025. **REMAINS OPEN**
- Sewer ejection pump status of new electrical panel – electrical panel not installed. No update from DGS contract officer. **REMAINS OPEN**
- Dampness under windows – Photos circulated of window condition after major rain events shows potential water intrusion. Management has contact facilities and a workorder submitted **REMAINS OPEN.**
- Bathroom Issues
 - o Functional Toilets - One stall is still out of order to replace the toilet bowl (ceramic). **REMAINS OPEN**
 - Request for replacement of the toilet has been made to DGS facilities, no estimate on completion

Action Item 0219202501 TC requests Management to look into alternative methods to procure toilets including using the P-card or buying decommissioned toilets from DPR.

- Ceiling leaks - Flooding in the restrooms was caused by HVAC penetrations on the roof. Repairs were done last week and during the following rain event no water infiltration was observed. **REMAINS OPEN**

Action Item 01152507: Management to observe water penetration performance over next two rainfall events to verify repair is adequate. Follow-up in March 2025.

- Fly Traps - merchants say it's time to clean out and get ready for warm weather.

Closure: Management plans walkthrough review with Kevin

Marketing/Events/Advertising Update

Action item 05212020502: Management to post promotional materials on TikTok and Instagram to promote market Pride events and market itself

- Open Streets DC - Saturday June 28
 - o No updates from management
- Superfine Art Show – November 4-10
 - o Management indicated that the event is a “go”
 - o Questions from Feb 2025 remain unanswered Recommend talking to Union Market about their experience. Why choose the North Hall? It's so much smaller than Dock 5. Is there potential additional support needed from market staff? How could this impact outdoor vendors? Verify dates and potential competing events, Superfine website shows a different DC date. Management indicated they would be accepting the Superfine offer by the following day Feb 20.

Action 0219202508: Management to take follow-up question to Superfine Art and include item for discussion at March 5th vendor meeting. Management to report progress at March TC meeting.

- 250th Marine Anniversary Celebration – November 10th
 - The Marines event on November 10 is in our backyard with Barracks Row. As discussed in tonight's meeting we should engage with Barracks Row Main Street to understand the events and our possible participation.
- America's 250th Anniversary - July 4, 2026.
 - o Being one who was working at Eastern Market in 1976 (America's 200), we definitely want to capture the moment and invite visitors to Eastern Market!

Safety and Security

Action 0521202508: Management to report back on walk through with CC team. Walk through to include basement and pottery space.

Meeting Discussed: May 2025

New Items

Update on worker's orientation

Action 07.17.2024.05 Management team and AARC to convene to discuss maker/owner vs hired worker policy for new vendors and update TC at January 2025 meeting

Meetings Discussed: July 2024, March 2025, May 2025

Discussion: At the May TC meeting the idea of a fee charged to vendors bringing on additional staff members was brought forward by market Management. Questions from TC are; Who is getting orientation (food, non-food)? Is it optional to have workers trained? How does this tie into the unanswered question of having people working in your place as a newer vendor vs the biz owner. This is tied to action item 07.17.2024.05. Market Management update is that this program has not been rolled out, it needs more time to be developed. It is intended for experienced vendors that are growing (not new vendors). Orientation would be food vs. non-food. If vendors don't want to pay the fee they can choose to leave the market. Fee goes to the treasury same as the vendor fees. Idea is to back-apply this policy to past vendors whose staff has not attended orientation.

Action: move item to recurring vendor agenda to re-visit with management as program develops.

Application Reviews

Action 06.18.2025.01 Management to provide vendor acceptance report at TC meetings. Items to be moved to recurring agenda items.

Have there been any reviews since last TC and have there been any new vendors admitted. If so, how many and what do they sell? (open action item master product list of what is currently sold at market)

Discussion: Yes there were reviews of applications, several were accepted. Several woodworkers were accepted contingent that other woodworker vendors are not signed up. There is a waitlist, vendors are being

Map changes

market lunch tables are now butting up against the Broadway space and taking up a space on the map. Is this intentional?

No, this is not intentional. Management will move the tables.

Merchant question about when to seek assistance from on-site security and for what issues

Action 06.18.205.02. Management to seek clarification with legal counsel regarding the limit of PSD enforcement at the market in the various types of spaces (inside, outside, public, leased, etc). Including merchant and vendor expectation of interaction.

Discussion: A merchant requested assistance in removing a homeless person from the counter at Market Lunch from “uniformed officers”. Market Management came and requested the officers stop their action. Management clarified that Public safety officers are present to enforce the law, not the rules of that business. These are contracted enforcement through PSD, but they have new/different uniforms. TC recommends Management send a notification of the role and responsibility of these individuals. Soliciting inside the market is illegal, individuals will be escorted out. If individuals are behind the counter they will be escorted out, however, if the individual is in the public space then the law applies. Management does not enforce individual business’ rules.

Newsletter update

TC requests update on newsletter intentions and distribution. What is time line for distribution, who is the audience? Eastern market vendors or customers and social media followers?

The audience will be everyone, vendors, customers, media, etc. It will go out via MailChimp last week. Some emails are being excluded as a defect of mailchimp.

Event disruption of vendors at the market

Prepared foods vendor issues with last Sunday’s FEMS event “Running of the Horses” held on the natatorium during their business hours. How do these issues work into the open action item of best practices playbook for events?

Vendors were coordinating with Katrina on the set-up with the event, then the fire marshal coordinator told vendors they had to move after they had set up. The event was large and

disruptive and the attendees did not buy anything from vendors. It was an extremely low sales day. How is this an indication of how June 28th Open Streets event will go?

Items for the Best Practices Playbook:

1. The event coordinator should do a walk through with market management the weekend before (7 days in advance) the event to talk to the vendors impacted and coordinate with market management.
2. Consideration be made of how the event impacts the market and the market culture. Is it a new positive or negative? Where can the synergy be?
3. Post event send a survey for feedback to vendors?

Open Streets Setup Discussion

Action Item 06.18.25.03 Food vendors at the natatorium to convene with management to consider alternative set-up on June 28th Open Streets event.

Discussion: Questions about how vendors can set up to facilitate the flow of pedestrians from Open Streets to the Market. Some vendors may set up on the street, others do not. Request re-iterated that changes and disruptions need to go out to the vendors and customers about the change via social media and signage on doors of Market, website, etc.

Closed Action Items

Items closed via management updates or during the monthly meeting.

Action Item 0521202501: Marketing meeting to be set up for Early June

Discussion: There was a marketing meeting held to discuss the holiday planning and vendor reviews. No new meeting has been set.

Council of the District of Columbia
Committee on Facilities & Family Services

Budget Oversight Hearing - Department of General Services

Statement of Monte Edwards
June 12, 2025

Good morning, Committee Chair Lewis George,

I am the Chair of the Eastern Market Community Advisory Committee (EMCAC) Capital Improvement Subcommittee. Eastern Market is a historical community landmark that recently celebrated its 150-year anniversary. EMCAC is designated by statute as the advisory committee for matters concerning capital improvements at Eastern Market (DC Code §36-101-113).¹ The District of Columbia is responsible for funding capital improvements for Eastern Market (DC Code §37-102).

The DGS budget now before Council for Eastern Market capital improvements provides **zero** for FY 2026, 2027, 2028, 2029, 2039 and 2031, but carries forward \$1,043,616 of previously authorized, but not yet spent, budget dollars. But, Eastern Market’s capital requirements for FY25-FY30 is **\$10,529,462**. Eastern Market requires **an additional \$9,485,846** over the \$1,043,616 unexpended prior budget authorizations so that Eastern Market can continue to operate successfully into the future.

EMCAC is mindful that D.C. is projected to experience a significant drop in revenues from commercial real estate taxes and the budget reduction required by Congress; therefore, EMCAC, together with the Market Manager, has examined DGS’s Eastern Market budget requirements for FY26-FY31 and identified projects that are less critical and can be deferred and only included

¹ **DC Code §37-105(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.

DC Code § 37-111(g):

The EMCAC shall have the following responsibilities:

- (3) Review and comment in 30 days from the point that the EMCAC has notice on:
 - (A) The annual budget prepared by the market manager for the management of the Eastern Market Square;
 - (C) Any proposal for a capital improvement to the Eastern Market Square or the Eastern Market building;

the most crucial projects. The proposed FY26-31 budgets contain projects that were approved as part of the 2024 budget and earlier, but have not been accomplished (eg. Installing the bollards, essential to the safety of the public, and replacement of the hot water piping), but the \$1,043,916 is not sufficient to complete those projects. Also, funding is needed to replace the hot water piping, upgrade the electric service repair or replace the roof as well as other capital improvements as detailed on the attached Excell spread-sheet. To accomplish that, we are proposing a minimal but necessary budget requirement of **\$9,485,846**.

Two important changes included in this budget adjustment are the determination that completing the HVAC piping replacement project (the hot water piping) will cost over \$1,696,500 (in 2025 dollars) more than the current HVAC contract; and installing the bollards will cost \$285,620 more than what was previously estimated.

To repeat, the estimated cost of these Eastern Market capital requirements for FY26-FY31 is **\$10,529,462** as detailed on the attached spreadsheet. Thus, Eastern Market requires an **additional \$9,485,846** above the \$1,043,616 currently in the budget before Council so that Eastern Market can continue to operate successfully into the future.

Respectfully submitted,

Monte Edwards, Chair, Capital

Improvements Subcommittee, EMCAC

Updated on 2/25/25

FY25	
Chilled Water System Replacement including system controls	\$ 2,109,637
Contingency	\$ 380,000
Total Chiller	\$ 2,489,637
Exterior Stonework	\$ 184,600
New door system (\$29k x 11 doors)	\$ 319,000
Add new light fixtures	\$ 25,000
10% Contingency	\$ 52,860
Total small projects	\$ 581,460
Total	\$ 3,071,097
Total Available funding	\$ 3,187,791
Gap/Surplus to be used as allowance/buffer	\$ 116,694

FY26	\$ 2,983,928
Bollard cost increase	\$ 285,620
Hot Water Piping Replacement	\$ 1,696,500
AHU Components replacement	\$ 156,000
Make-up Air Handler Units	\$ 145,600
Repair wall between boiler room and pottery studio - Mold risk	\$ 100,000
Paint south hall and north hall interior	\$ 126,000
Restrooms - mirrors, sinks and toilets	\$ 65,000
Evaluation of roof, Pepco upgrade, office/basement stairs & shed renovation	\$ 20,000
Total	\$ 2,594,720
25% Contingency and escalation	\$ 389,208
Total with Escalation	\$ 2,983,928

10% contingency + 5% inflation for each of three years (total of 25%)

FY27 - ORIGINALLY, NO CAPITAL PROJECTS PROPOSED FOR FY27	\$ 3,113,500
Pepco power upgrade to 480 v - contingent on outcome of evaluation	\$ 2,000,000
Farmers Line Shed renovation - contingent on outcome of evaluation	\$ 250,000
Renovate stairs - contingent on outcome of evaluation	\$ 145,000
Total	\$ 2,395,000
30% Escalation & Contingency	\$ 718,500
Total with Escalation	\$ 3,113,500

10% contingency + 5% inflation for each of four years (total of 30%)

FY28	\$ 3,007,084
Fan Coil Unit	\$ 45,500
Historic Slate Roof Replacement - contingent on outcome of evaluation	\$ 2,000,000
Roof Access Ladder	\$ 5,200
Floor Finishes Fish/ Bakery Market Stands	\$ 23,151

Total	\$ 2,073,851
35% Escalation & Contingency	\$ 933,233
Total with Escalation	\$ 3,007,084

20% contingency + 5% inflation for each of five years (total of 45%)

FY29	\$ 400,000
Exterior Walls Brick Regrouting	\$ 250,000
Total	\$ 250,000
60% Escalation & Contingency	\$ 150,000
Total with Escalation	\$ 400,000

30% contingency + 5% inflation for each of six years (total of 60%)

FY30	\$ 411,675
Brick pavers improvement	\$ 249,500
65% Escalation & Contingency	\$ 162,175
Total with Escalation	\$ 411,675

30% contingency + 5% inflation for each of seven years (total of 65%)

FY31	\$ 613,275
Basement Walk-in Freezer Replacement	\$ 360,750
70% Escalation and Contingency	\$ 252,525
Total with Escalation	\$ 613,275

30% contingency + 5% inflation for each of eight years (total of 70%)

TOTAL	\$ 10,529,462
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Public Safety Ad Hoc Committee Report

Presented to EMCAC – June 25, 2025

Prepared by: Samuel Pastore, Chair

Attendees: Jerry Sroufe, Jackie Krieger, Robyn Hinson-Jones, Scott Price, Chander Jayaraman, Kem Ramirez, Mike Bowers

Zoom Meeting Recorded Link -

https://us02web.zoom.us/rec/share/ra0wQCeDz6xGT2TrYcQME-RsI_9-C1BPSaNOZZFLbj9pqRys3saG6xfkWw4dthMt.rA-5aONcBzoFpEoa?startTime=1750370573000

1. Overview and Context

The Public Safety Ad Hoc Committee convened on June 19, 2025, to address public safety and operational coordination concerns at Eastern Market. Key agenda items included sidewalk safety, emergency preparedness, vendor communication, and enforcement protocols. This report summarizes findings and proposes recommendations for EMCAC's consideration.

2. Special Presentation: Capitol Hill Village Sidewalk Safety Team

Guest Speaker: Scott Price

Scott Price delivered a comprehensive overview of CHV's Sidewalk Safety initiative, which has become a model for civic collaboration and age-friendly infrastructure advocacy.

Key Findings:

- Sidewalk safety ranks among the top 3 concerns of CHV members.
- Since 2024, CHV has filed over 250 sidewalk repair requests citywide.
- Their efforts are endorsed by ANCs 6A, 6B, 6C, and the Capitol Hill Restoration Society.
- Surveys revealed 100+ sidewalk-related injuries annually among Hill residents.
- Advocacy by CHV contributed to a \$5M increase in the DDOT sidewalk repair budget, and DDOT performance has reportedly improved.
- CHV spotlighted the disparity: potholes are often fixed in days, while sidewalk hazards can remain for over a year.

Eastern Market Impact:

- Sidewalks directly around the Market are generally passable, but conditions degrade significantly within a few blocks—posing mobility and access challenges for vulnerable residents and Market visitors.
- The committee added that vendors have raised concerns about the **accessibility of handicap ramps** into the Market, with some reporting the need to **physically assist wheelchair users** due to uneven transitions.
- Additional concerns were noted about the **east side of 7th Street SE**, including **curbs and brickwork at transition points** that present hazards.

Recommendations to EMCAC:

- Collaborate with Capitol Hill Village on a localized sidewalk safety audit surrounding Eastern Market.
- Request that DDOT prioritize critical pedestrian corridors around the Market for repair.
- Include CHV’s findings in future safety planning and infrastructure funding requests.

Appendix: *Capitol Hill Village Presentation – “Age Friendly Sidewalks,” May 31, 2025 (PDF attached)*

3. Operational Preparedness and Communication Failures

Event Coordination (e.g., Open Streets)

Committee members highlighted gaps in city-agency communication. As noted in Tenant Council correspondence, Market Management was not sufficiently notified in advance of events such as the June 15 Fire Department demonstration or Open Streets. This resulted in last-minute scrambling and missed opportunities for both preparation and promotion.

Recommendation:

EMCAC encourages Market Management to subscribe to DDOT’s permit notification systems (such as TOPS), and suggests an EMCAC member do so as a backup contact.

4. Security Incident Response: Eastern Market Break-In

A major focus of the meeting was the lack of a clear, implemented security response plan—despite prior committee discussions. The most recent break-in again revealed confusion among staff and security contractors.

Key Concerns Raised:

- No clear directive on which alarms are operational and who monitors them.
- Confusion over reporting structure—DGS, PSD, or Market Management.
- Lack of training or written protocols on emergency escalation.

Quote from Committee Member (Anita):

“After all that discussion... why are we hearing once again it was who’s on first, what’s on second?”

Recommendation:

EMCAC should formally request that DGS and Market Management jointly develop and present a written **Emergency Response Protocol** covering:

- Alarm monitoring and contact chains
- Roles of PSD vs. MPD
- Who merchants should call and when
- Communication tools used during emergencies

5. Vendor & Merchant Safety Concerns

Merchant representatives raised troubling examples of inconsistent security enforcement. For example:

- Security guards were told to stand down during a **solicitation incident at Market Lunch**, despite agreement that the behavior may have been unlawful.
- No clarity was provided on when guards may intervene in disruptive (but not criminal) behavior.
- The principle of “see something, say something” is undermined without enforcement follow-through.

Jackie and Mike’s Feedback Summary:

- Clarify what PSD officers are empowered to do.
- If limitations exist, identify the appropriate agency to enforce rules of conduct.
- Address confusion between protecting buildings (DGS priority) and protecting people (merchant and patron priority).

6. Budget & Oversight of Security Services

Mike raised a broader question about whether the current funding structure aligns with the Market's safety needs. If PSD's focus is limited to physical infrastructure rather than people, is it appropriate for Eastern Market's operational budget to cover their services?

Recommendation:

EMCAC may consider advocating for a **separate line item in the city budget** to fund security services that prioritize merchant and visitor safety—not just asset protection.

7. Open Discussion Highlights

- Interest in improving communication strategies for event traffic and vendor logistics.
 - Additional signage and online updates were recommended during events like Open Streets.
 - Committee members reiterated the importance of transparency and timely planning from city agencies responsible for Eastern Market operations.
-

8. Committee Action Items and Next Steps

- Request written emergency procedures from DGS & Market Management.
 - Request answers from Barry regarding PSD enforcement authority.
 - Assign an EMCAC or committee member to subscribe to DDOT permit notifications.
 - Collaborate with CHV on a sidewalk safety audit initiative.
 - Develop a volunteer description and implementation plan for the Community Liaison Program.
 - Prepare a formal EMCAC resolution on revised security budget structure and oversight.
-

9. Background Correspondence (for EMCAC Reference)

Included at the end of this report are email excerpts from Anita, Jackie, and Mike (Tenant Council and vendors). These accounts highlight unresolved concerns about security

response, communication, and enforcement gaps. They reinforce the urgency of EMCAC action and demand more structured planning from Market Management and DGS.

10. Community Liaison Program: Volunteers and Implementation

The committee identified the Community Liaison Program as an unresolved issue. This initiative is intended to develop a network of trained volunteers who serve as on-site points of contact during events or emergencies.

Key Gaps:

- No existing process to recruit or vet volunteers.
- Roles and expectations have not been outlined.
- Responsibility for administering the program remains unclear.

Recommendation:

EMCAC should lead development of a **pilot program** with written role descriptions, training expectations, and recruitment through ANC networks, Capitol Hill Village, and neighborhood organizations.

11. Review of Prior Recommendations

The committee briefly reviewed previously discussed recommendations published in the *Capitol Hill Corner* article, “Community Group Urges City to Upgrade Eastern Market Security Measures.” [Community Group Urges City to Upgrade Eastern Market Security Measures | CAPITOL HILL CORNER](#)

A key concern was that some of the **most basic and actionable recommendations** — such as **training Market Management staff** based on the Emergency Response Plan slides — **remain unimplemented**. The lack of follow-through on this front is increasingly difficult to justify.

12. Clarification of PSD Responsibilities and Alarm Protocols

The committee recommends a clear and public list of **who is responsible for which types of security or emergency situations** at Eastern Market. This issue directly connects to the confusion Anita described following the break-in.

Specific Outstanding Issues:

- What is the part of PSD's **Scope of Work** that Market Management claims was violated when PSD removed someone from the Market at the request of Market Lunch?
- The committee formally requests a **copy of PSD's Scope of Work** from Market Management.

Alarm Protocol Questions:

- What is the exact protocol every time an alarm (intrusion, fire, smoke) is triggered?
- Have past false alarm issues been resolved?
- Will police or emergency services respond reliably?
- When was the **last full test** of the alarm and camera systems?
- Are **all nodes and feeds** in the security system currently functioning?

Capitol Hill Village Sidewalk Safety Team

- History + Methods**

- Sample data**

History

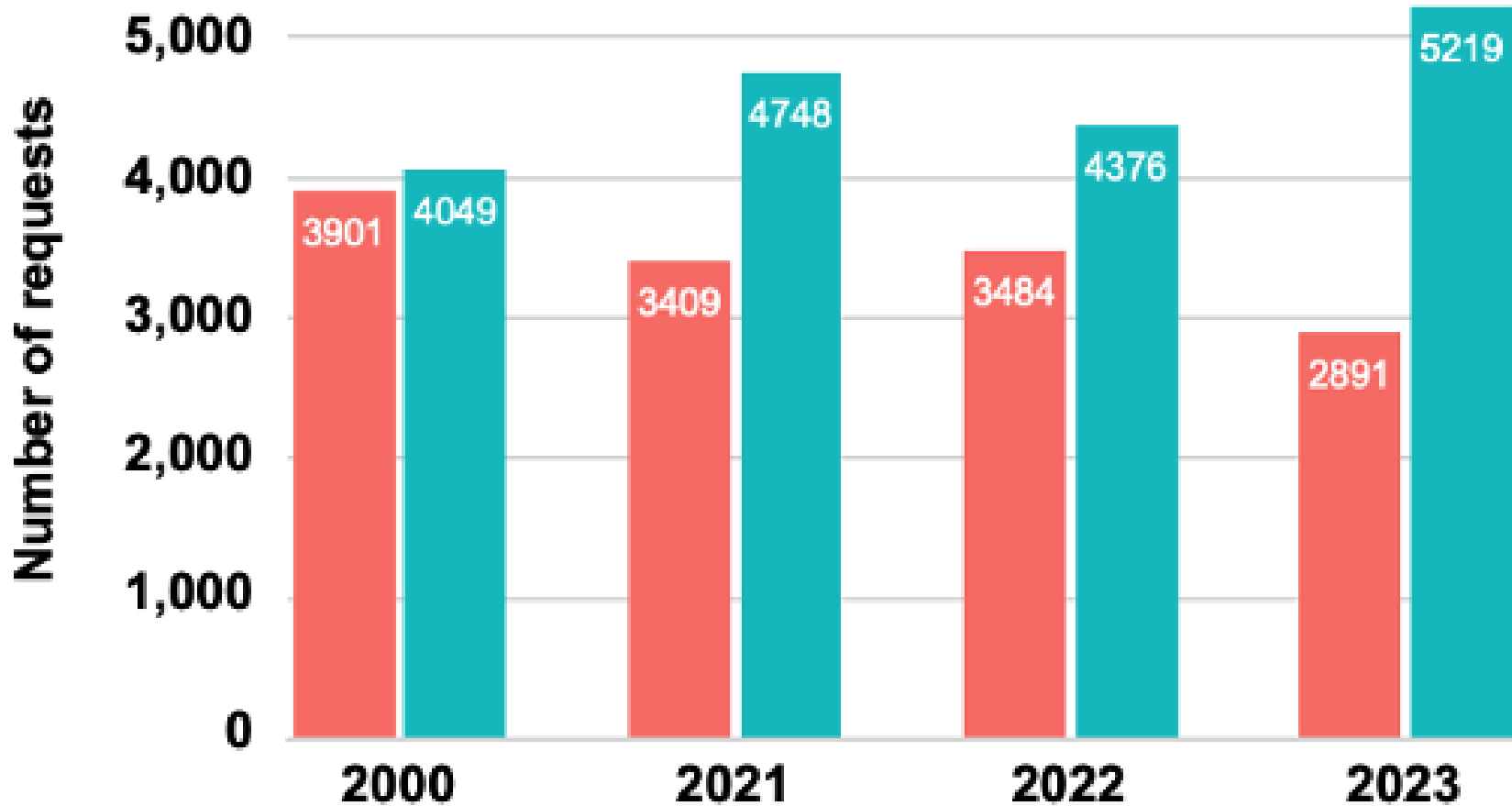
1. “Sidewalk safety” among top 3 concerns of CHV members
2. Began work / research April 2024
3. Began to report sidewalk hazards for anybody in Ward 6
 - 3.1 Filed 250+ 311 “sidewalk repair requests” in 2024
4. Briefed ANC6 A, B, C occasionally
5. With ANC6 A, B, C, surveyed Hill Residents about sidewalk injuries
 - 5.1. More than 100 injuries / year
6. Sponsored articles in Washington Post, Hill Rag, CHV Newsletter
7. Began deep-dive on DC “open data” about 311 complaints
8. Developed simple statement of the problem
 - 8.1 Repair street pothole in 3 days, sidewalk hazard in 1 year

History

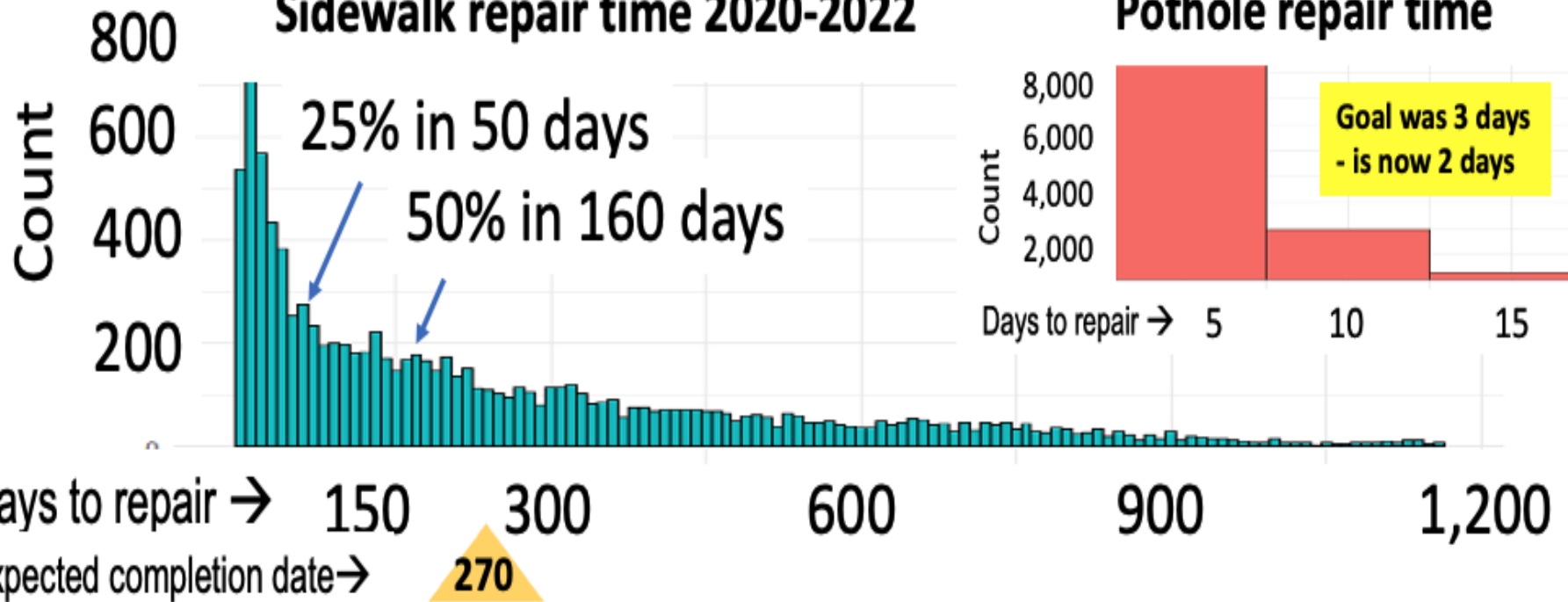
- x. Testified at 2024 DC Council oversight and budget hearings for DDOT
 - X. focus was disparity in treatment of sidewalk and street hazards
 - X. endorsed by ANC6 A,B,C; Capitol Hill Restoration Society
- X. Received a Brickie Award from Councilmember Charles Allen
- X. DC Council increases by \$5 M sidewalk maintenance budget
- X. Linked with Sidewalk Palooza sponsors
- X. Researched pedestrian plans of NYC, San Fran, Chi, Seattle, etc.
 - x. Senior pedestrians are disproportionately victims in car crashes
- X. Researched brick-appearing poured concrete sidewalks
- X. Testified at 2025 DC Council oversight and budget hearings for DDOT:
focus
 - X DDOT performance is improving
 - X More money, pedestrian plan, sidewalk test

Figure 1 Number of 311.dc.gov Service Requests for Potholes and Sidewalks 2020-2023

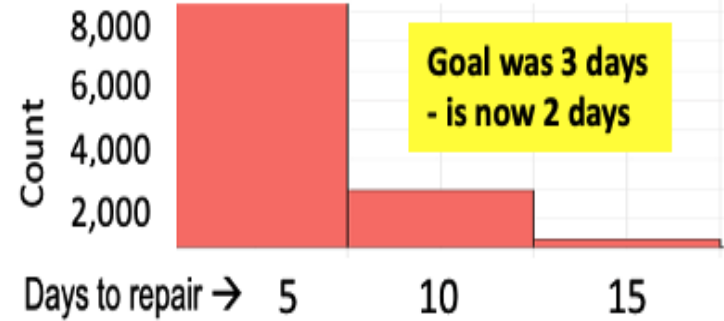
SERVICECODEDESCRIPTION
Pothole
Sidewalk Repair



Sidewalk repair time 2020-2022

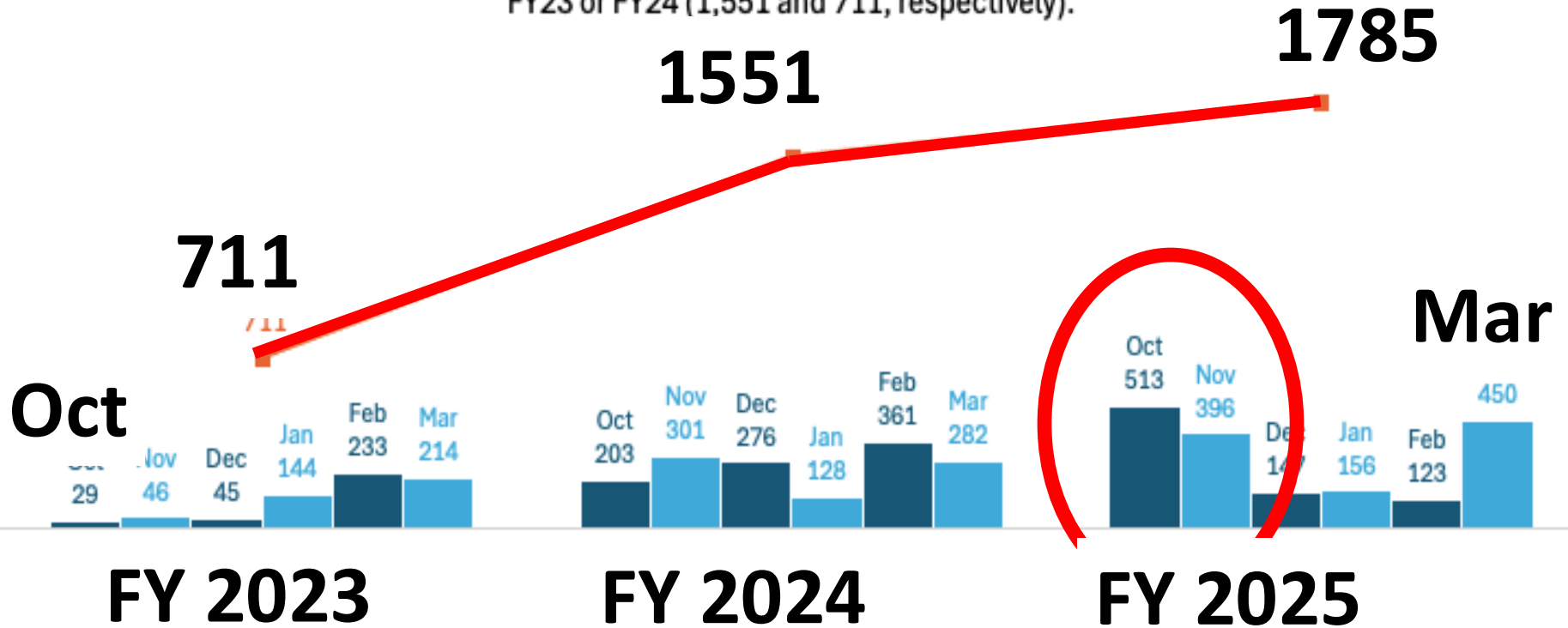


Pothole repair time



Sidewalk Repair Requests Resolved in Q1+2

More sidewalk repair requests were resolved in Q1 and Q2 of FY25 (1,785) than in the same quarters in FY23 or FY24 (1,551 and 711, respectively).



ANITA

That we spent over an hour when the first break in occurred and we found there was no plan nobody knew who was monitoring what and when and there was no direction on who to contact when something did happen or how to ensure dgs was notified at the proper time, which alarms worked which didn't etc.

The expectation was after all that discussion DGS (management) would create a plan and give all contracted parties clear direction what to monitor who to call and when.

So with the latest episode why are we hearing once again it was who's on first.what's on second. Somebody didn't know what they were supposed to monitor or who the should report it to.

If oops is an acceptable response for dgs on these matters then carry on lets see what the next intruder does with all the time they have before or even if anyone responds.

So maybe create a comprehensive plan, be thorough be bothered. Or just keep saying oopsies .

JACKIE

Agree with Mike that the security issue needs further attention and clarification - makes sense for the Public Safety Committee to work with Barry and follow up. It seems it should not be too difficult to confirm what exactly DPS security personnel can and cannot do. And if there are certain things that DPS staff cannot do, who will enforce the other rules (like sitting at Market Lunch and not dining). The discussion last night posed a lot of hypotheticals but no clear answers. We could add this to the PS Committee agenda though the first step is for Barry to follow up, as soon as he can, and for us to stay on it.

Hi Everyone

In last night's Tenants Council meeting we discussed two items of particular interest, at least to me. Jackie may have other issues.

1) Improving city notification of events in areas adjacent to the market in a more timely manner, so the market can prepare and receive promotional benefit. We cited June 15, DCFD running of the horse drawn fire engine and OpenStreets. With the event on June 15, there were definitely operational issues. To that end, I proposed Market Management subscribe to DDOT's permits notification service. This, coupled with TOPS (another ddot permit system) could provide the necessary insight into upcoming activities adjacent to the market area. The service requirements DC residency, which I am not. Perhaps a member of EMCAC could also subscribe. Procedures are below.

Notwithstanding, we can overall do better with engagement with other city agencies.

2) A second issue worth discussion is an event where Market Lunch sought security assistance from security personnel assigned to the market. Security initially started to help, only to be directed by market management to stop, citing the security personnel were there ONLY to enforce the law. With that, market management was asked if solicitation in the midst of a financial transaction was unlawful, and management seemed to agree it is. Management was asked if a person seated at a restaurant, and not dining, asked to leave and refused, if that was lawful. In this type of incident, who should the merchant call for help or what action should be taken. The initial reaction certainly complicated the policy of "see something, say something." Barry seemed uncertain of the answer and agreed obtain an answer from his general counsel. If Barry is on the security call tonight, this maybe worth bringing up, although I couldn't imagine a response from general counsel would be provided at this time. Perhaps for the EMCAC meeting.

Mike

Mike said in the past the psd is not the best security for eastern market because their main objective is the physical security of building not people vs metro pd ... two totally different statements. Feels that they don't care about the people ...

Why are we paying for a psd if their job is to protect building and DGS assets? Should the budget for securing the building be outside of the revenue/budget for the building?

How can vendors contact psd for assistance is that outside of DGS direct?



Eastern Market Manager’s Report to the EMCAC

June 25, 2025

Eastern Market Finances To-Date for FY25:

Revenues:

	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	FY24 at End of May	Grand Total
OTHER REVENUE FROM 300 BLOCK	10,493	9,266	3,563	324	418	1,464	3,764	6,943	\$31,052	36,237
OTHER REVENUE FROM APPLICATION FEES	105	140		210	35	210	35		\$945	735
OTHER REVENUE FROM ATMS			3,666	1,083				1,364	\$3,644	6,113
OTHER REVENUE FROM FLEA MARKET			9,318			3,106	3,106	3,106	\$18,692	18,636
OTHER REVENUE FROM NORTH HALL	16,825	15,825	21,525	16,250	89,000	60,875	6,130	5,230	\$217,325	231,660
OTHER REVENUE FROM OUTDOOR VENDORS	15,537	14,992	17,539	8,406	7,542	14,220	13,420	13,358	\$97,655	105,014
OTHER REVENUE FROM SOUTH HALL		6,962	68,418	26,665	23,620	31,966	25,931	24,419	\$195,727	207,980
OTHER REVENUE FROM TUESDAY FARMERS			40	186			80	110	\$1,405	415
OTHER REVENUE FROM WEEKEND FARMERS	10,220	10,197	8,429	6,736	3,485	9,931	9,276	10,228	\$64,189	68,501
INTEREST INCOME		3,489	1,473	1,575		2,396	1,174	1,158	\$14,844	11,265
Grand Total	53,180	60,870	133,971	61,435	124,100	124,168	62,916	65,916	645,478	686,555

Expenses

Sum of Amount	Column Labels									
Row Labels	Oct-2024	Nov-2024	Dec-2024	Jan-2025	Feb-2025	Mar-2025	Apr-2025	May-2025	Jun-2025	Grand Total
CONTRACTUAL SERVICES - OTHER				3,440.00	2,689.97	1,462.18	720.00			8,312.15
ELECTRICITY		306.22	12,380.28	4,910.72	6,400.22		4,647.58	9,340.89		37,985.91
GENERAL				293.30	761.98		30.27	1,230.11		2,315.66
GAS			694.48	1,319.87		9,149.55		5,232.00	945.41	17,341.31
WATER		1,587.99	7,708.81	2,955.49	8,116.35	7,458.86	7,127.13	7,222.26		42,176.89
WASTE MANAGEMENT					661.21			14,178.05	22.50	14,861.76
SUSTAINABLE ENERGY						10,109.58	312.58	312.58	312.58	11,047.32
HOLIDAY PAY							658.07	289.55		368.52
PERSONNEL SERVICES	40,436.19	39,162.37	40,467.29	42,015.52	30,049.49	47,566.30	34,778.29	40,766.61	0.01	315,242.05
P-CARD CLEARING ACCOUNT			3,733.30	1,174.32	2,558.98	720.00	1,405.97	1,230.11		1,916.08
Grand Total	40,436.19	41,056.58	64,984.16	53,760.58	46,120.24	76,466.47	46,867.95	76,762.84	1,280.48	447,735.49

PCard usage has been paused indefinitely due to budget constraints.

Capital Improvements

HVAC

- Chilled Water Piping: North Hall and two northernmost air handler units are on. The other two units controlling the south part of the market will get turned on on Friday. Then our offices, the

controllers, and the building management system.

Internal & External Projects

- Freight lift – Project is complete. We have requested a report on why there were issues at start-up.
- Bollards – HSEMA is now in charge of drafting the bollard guidelines for the District. We spoke with HSEMA and they recognize the importance of the project.

Operations:

ERP: Training document is complete and has been sent out to vendors and merchants. I'll send out notification for a meeting by the end of this week.

Security Team: Instead of staffing coming directly from PSD, it is now coming from a contractor. They are an armed security team and are doing very well. Officer Jenkins and Judge have been at the market about 4 times so far.

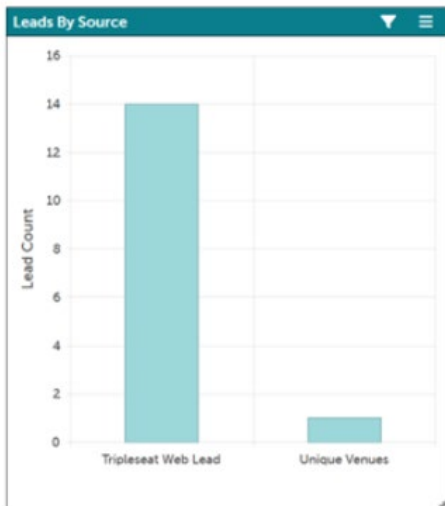
Facilities: The meetings regarding the Facilities Conditions Assessment Report and the Work Orders were cancelled and I need to reschedule them.

Vendor operations: Load-in and load-out are both working well.

New Vendors: No news currently.

North Hall





Name	Status	Date	Event Actual	Event Grand Total	Amount Due
CEP Explainer Video	CLOSED	6/1/2025			
Puppet Show Tuesdays - June 2025	CLOSED	6/3/2025	\$200.00	\$200.00	\$0.00
Aerobic Fitness - June 2025	CLOSED	6/4/2025	\$300.00	\$300.00	\$0.00
Atlantic Stampede Country Dance	CLOSED	6/4/2025	\$4,250.00	\$4,250.00	\$0.00
Atlantic Stampede Country Dance	CLOSED	6/5/2025			
Atlantic Stampede Country Dance	CLOSED	6/5/2025			
Atlantic Stampede Country Dance	CLOSED	6/6/2025			
Atlantic Stampede Country Dance	CLOSED	6/6/2025			
Rickert-Kimsey Wedding Reception	CLOSED	6/7/2025	\$5,400.00	\$5,400.00	\$0.00
Puppet Show Tuesdays	CLOSED	6/10/2025			
Aerobic Fitness	CLOSED	6/11/2025			
8th Grade Celebration	CLOSED	6/11/2025	\$750.00	\$750.00	\$0.00
Richard Wright's Annual Sundresses, Sneakers, & Stogies 2025	CLOSED	6/12/2025			
Richard Wright's Annual Sundresses, Sneakers, & Stogies 2025	CLOSED	6/13/2025	\$6,650.00	\$6,650.00	\$0.00
Richard Wright's Annual Sundresses, Sneakers, & Stogies 2025 (TEAR DOWN)	CLOSED	6/14/2025			
DC Rawhides Country Dancing	CLOSED	6/14/2025			
Kid Singer Jim Special Event	CLOSED	6/17/2025	\$0.00	\$0.00	\$0.00
Aerobic Fitness	CLOSED	6/18/2025			
Aerobic Fitness	CLOSED	6/20/2025			
Boogie Fridays - June 2025	CLOSED	6/20/2025	\$200.00	\$200.00	\$0.00
Puppet Show Tuesdays	CLOSED	6/24/2025			
Aerobic Fitness	CLOSED	6/25/2025			
Aerobic Fitness	DEFINITE	6/27/2025			
Boogie Fridays	DEFINITE	6/27/2025			
Celebration of Life for Tim Curran	DEFINITE	6/27/2025	\$5,480.00	\$5,980.00	\$0.00
DC Rawhides Country Dancing	DEFINITE	6/28/2025			
Grand Total			\$23,230.00	\$23,930.00	\$0.00

Marketing and events:

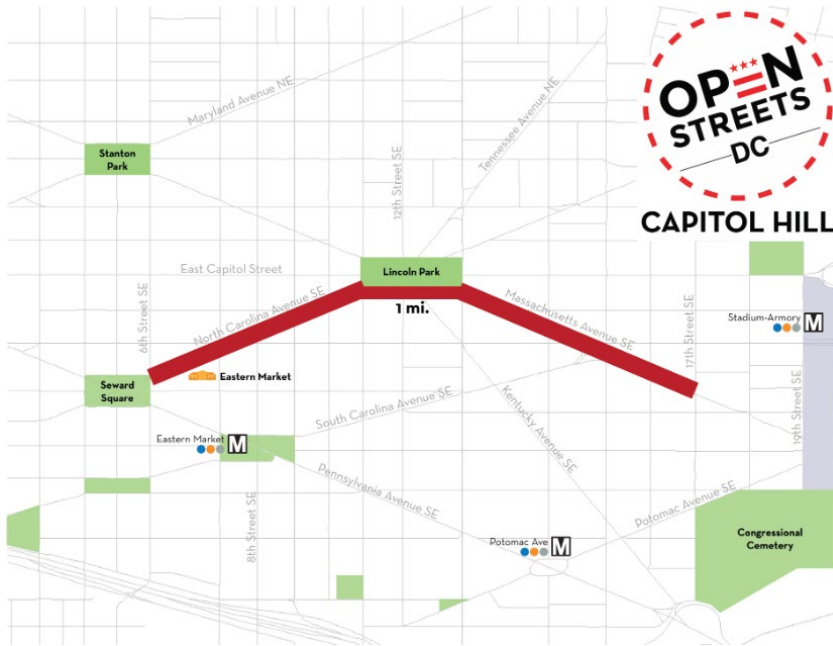
DCA Eastern Market Store: Opened and looks great. Ribbon Cutting coming soon. Was scheduled briefly and is now being rescheduled.

Newsletter Team: Two have gone out so far. One on May 30th and the other on June 19. All of you should be on the list. If you didn't get it, please let me know.

Decorations Team: First meeting rescheduled for next Thursday, July 3 at 11am.

Holiday SWOT Analysis was requested by **Tenant’s Council**. It is attached.

Open Streets DC: This Saturday, June 28, 2025, DDOT will be hosting the Capitol Hill edition of Open Streets DC. Website is: <https://openstreets.dc.gov/pages/spring-2025>. A very detailed instruction email went out with FAQ and explanation video that has been viewed 52 times so far.



Social Media

Instagram

33.31k -> 33.79k

Tiktok

Followers: 398 -> 464

Likes: 1,635 ->2,195

Update:

We’ll be adding someone to our weekend staff who is good at social media and will provide content for posting.

Thank you!

- Thanks to the outdoor vendors who withstood last weekend’s heat.

Holiday Strengths, Weaknesses, Opportunities, Threats Analysis

Strengths:

- Name recognition
- Excellent, passionate base of vendors, merchants, and customers
- Instagram base
- EMCAC and EMMS as collaborators
- We already have a core set of activities that work (Santa, Yeti, Caroling Marathon)
- For many, Eastern Market is close and convenient

Weaknesses:

- No history of a solid holiday market
- No cohesive, consistent marketing collateral,
- Vendors leave for the holidays leaving empty spots
- No marketing money
- Tiktok base is small
- A lot of focus on downtown at this time

Opportunities:

- Vendors leave for the holidays leaving empty spots is an opportunity for new vendors to come and mix things up for the holidays
- The community of vendors, merchants and customers are willing and able to help
- North Hall
- Diverse Markets Management is a successful collaborator
- Name recognition – use it better
- Collab with folks like Superfine, BMore flea
- Influencers love Eastern Market

Threats

- More holiday markets each year
- Amazon, Costco, and other alternative bigbox and internet options
- Difficult and uncertain times right now