



Pike Place Market Preservation and Development Authority (PDA)

**ASSET MANAGEMENT COMMITTEE
Meeting Minutes**

**Monday August 13th, 2012
4:30 p.m. to 6:00 p.m.
Atrium Conference Room**

Committee Members Present: Patrick Kerr, Betty Halfon, David Ghoddousi, Gerry Kumata, Mark Ellerbrook, Joshua Anderson

Other Council Members Present: Gloria Skouge

Staff Present: Ben Franz-Knight, John Turnbull, Jennifer Maietta, Steve Nelson, Joe Paar, Bob Beckstrom, Tyler Jamison, Brittany Farrow, Matt Holland, Dianna Goodsell

Others Present: Gordon Ernst

The meeting was called to order at 4:30 p.m. by Patrick Kerr, Chair

I. Administration

- A. Approval of Agenda.
The agenda was approved, as amended, by acclamation
- B. Approval of July 23rd, 2012 Minutes
The minutes were approved by acclamation.

II. Announcements and Community Comments

None

III. Levy Phase III Update

Ben Franz- Knight reported on the progress of the Levy phase III. He discussed the status and plan for the windows on Western; this issue would need to be addressed in the next upcoming months. The project is planned to take part in phases; the first phase will be the rehabilitation of the windows at the Constituency office and on the street level of Western and one level up. The remaining phases of the project will be addressed in the Spring of 2013, the Fall 2013 and the Spring of 2014. The project timeline would align with the cash flow projections that have been in progress with the City.

IV. Key Issues & Discussion Items

- A. Update on Proposed Capital Projects
 - I. Campus Directional Signage
Ben Franz-Knight reported on the status of the Campus Directional Signage Project. He stated that we are moving forward and having initial conversations with our consultant, RMB Vivid. He added that there will be an update on the process and schedule soon.

II. Leland Fairly Wall along Pike Place

Ben Franz-Knight reported on the status of the Leland Fairly Wall along Pike Place. He noted that there has been time spent reviewing alternatives for the wall, including the possibility of rollup doors in place of the siding. He added that the goal is to find a more cost effective and efficient way to address the needs in the area. From the Chair's request at last month's committee meeting, Ben distributed a packet with previous designs developed by SRG for review. He stated that it will be unlikely to make substantial progress from a design perspective for the wall due to funding this calendar year. He concluded that the wall could be kept in mind for the budget for 2013 and could be a priority from them.

There was a brief discussion regarding the permitting and street designation of Pike Place. This item will be reported back to the committee next month.

III. Fish Ice Melting

Steve Nelson distributed photos of the new fish ice melting station which will be fully operational in the next coming weeks.

IV. Food Bank Lobby

Tyler Jamison presented an introduction to the food bank lobby issue followed by a discussion of Proposed Resolution 12-72.

Gerry Kumata entered in at 4:40 pm

a. **Action Item:** Proposed Resolution **12-72:** Food Bank Lobby Tenant Improvement - PCI-N Parking Garage

Tyler Jamison introduced the resolution which states that in order to maintain the viability of the Pike Place Market buildings the PMPDA has determined that the Food Bank customer base has outgrown the existing lobby and for safety concerns, additional lobby space is needed. The PMPDA has executed a competitive bid process for the additional lobby space. It be requested that the PMPDA Council authorizes the PMPDA Executive Director or his designee to enter into a contract with Experienced Construction, Inc. in an amount not to exceed \$211,377.71 for the execution of additional lobby space at the Food Bank. The funds for this project will be drawn from the New Market Tax Credit I, Other Projects – Foodbank, Accounting Code 163225-00.

Gerry Kumata moved, David Ghoddousi seconded

Approve: Gerry Kumata, Betty Halfon, David Ghoddousi, Patrick Kerr

Against: 0

Abstain: 0

Resolution 12-72 passed unanimously

V. **Action Item(s)**

A. **Action Item:** Proposed Resolution **12-66:** Authorization for Contract Authority - Design Services for the Livingston Baker Residential Hot Water Loop Replacement - Livingston Baker Building

Tyler Jamison introduced the resolution which states that in order to maintain the viability of the Pike Place Market buildings the PMPDA has determined that the Livingston Baker Hot Water Loop has deteriorated and needs to be replaced. The PMPDA has executed a competitive bid process for the design services for replacing the hot water loop. It be requested that the PMPDA Council authorizes the PMPDA Executive Director or his designee to enter into a contract with SAB Architects in an amount not to exceed \$13,091.10 for the execution of designing the new hot water loop at the Livingston Baker Building. The funds for this project will be drawn from the Capital Projects Budget, Replace Livingston Building Residential Hot Water Loop, 163715-00.

David Ghoddousi moved, Gerry Kumata seconded

Approve: Gerry Kumata, Betty Halfon, David Ghoddousi, Patrick Kerr

Against: 0

Abstain: 0

Resolution 12-66 passed unanimously

B. Action Item: Proposed Resolution **12-67:** Authorization for Contract Authority - Modernize Skybridge Elevator Equipment

Bob Beckstrom introduced the resolution which states in order to maintain the viability of the Pike Place Market buildings the PPMPDA has determined that the Garage Skybridge Elevator equipment has reached the end of its life cycle and some parts are no longer available. The PPMPDA has executed a competitive bid process to modernize all of the elevator equipment. It be requested that the PPMPDA Council authorizes the PPMPDA Executive Director or his designee to enter into a contract with Schindler Elevator in an amount not to exceed \$516, 467.92, for the execution of modernizing elevator equipment. The funds for this project will be drawn from Capital Projects Budget. Accounting Code 163711-00.

Gordon Ernst, the consultant hired to assess the elevators, discussed the influential factors for repairing and modernizing the elevators.

Gerry Kumata moved, David Ghoddousi seconded
Approve: Gerry Kumata, Betty Halfon, David Ghoddousi, Patrick Kerr
Against: 0
Abstain: 0

Resolution 12-67 passed unanimously

C. Action Item: Proposed Resolution **12-68:** Authorization for Contract Authority - Renewal of Stewart House Section 8 Contract Rent Subsidy

John Turnbull introduced the resolution which states that pursuant to this mission the PPMPDA has developed and operates affordable and low-income housing in its properties, one of which is the Stewart House with 48 low income senior housing apartments whose tenants receive federal Section 8 rent subsidies. The PPMPDA has the opportunity to renew the Section 8 contract for a period of 20 years, with provisions that provide for regular adjustments of rent to reflect market conditions and operating costs. It be requested that the PPMPDA Council authorizes the PPMPDA Executive Director or her designee to enter into a contract with the US Department of Housing and Urban Development to renew the Project Based Section 8 contract for the Stewart House WAI98023004 for a period of twenty (20) years commencing August 11, 2012.

David Ghoddousi moved, Betty Halfon seconded
Approve: Gerry Kumata, Betty Halfon, David Ghoddousi, Patrick Kerr
Against: 0
Abstain: 0

Resolution 12-68 passed unanimously

D. Action Item: Proposed Resolution **12-70:** Authorization for Contract Authority - Livingston Baker Building Fire and Life Safety - Livingston Baker Building

Tyler Jamison introduced the resolution which states in order to maintain the viability of the Pike Place Market buildings the PPMPDA has determined that the fire sprinkler system and fire alarm control panel needs to be upgraded to meet the Liberty Mutual Interpretive Guide to NFPA 13. The PPMPDA has executed a public bid process to upgrade the fire sprinkler system and fire alarm control panel to meet the Liberty Mutual Interpretive Guide to NFPA 13. It be requested that the PPMPDA Council authorizes the PPMPDA Executive Director or his designee to enter into a contract with Sheldrup Building Services in an amount not to exceed \$589,602.75 for the execution of upgrading the fire sprinkler system and fire alarm control panel to meet the Liberty Mutual Interpretive Guide to NFPA 13. The accounting code for this project is 163727-00 LB Sprinkler System. The funds for this project will be drawn:\$260,000 from the Local and Community Project Program State Grant, Livingston Baker Building

Fire & Life Safety (up to the full spent down of the grant).\$329,602.75 from the PDA CRRF, Acc#I10630-00.

Gerry Kumata moved, David Ghoddousi seconded
 Approve: Gerry Kumata, Betty Halfon, David Ghoddousi, Patrick Kerr
 Against: 0
 Abstain: 0

Resolution 12-70 passed unanimously

VI. Property Management

A. Residential Property Management Report

John Turnbull distributed the residential vacancy report. He discussed several updates in the residential department including the introduction of banking on wheels for the residents. He also noted that there has been experimentation with newer bed bug traps, which has proved superior to last year's traps.

Closed session began at 5:07 p.m.

B. Closed Session (RCW 42.30.110 [c])

- i. Review of Lease Proposals
- ii. Lease Renewal - Daily Dozen Donuts - 94 Pike Street # 6
 Lease Renewal - Daily Dozen Donuts - 94 Pike Street # 330A
 Lease Renewal - Japanese Gourmet - 82 Stewart Street
- iii. Review of Delinquency Report
 - a) Vacancy Report
 - b) Current Lease Negotiations

C. Open Session: Approval of Lease Proposals

Closed session ended at 5:26p.m.

D. Action Item: Proposed Resolution 12-71: Lease Proposals - August 2012:

Jennifer introduced the resolution which states the Lease Proposals for August 2012 below:

Daily Dozen Donuts / Barbara Elza	Five Years	August 1, 2012
Daily Dozen Donuts / Barbara Elza (Office)	Five Years	August 1, 2012
Japanese Gourmet / Julie & Michael Leung	Five Years	June 1, 2012

David Ghoddousi moved, Gerry Kumata seconded
 Approve: Gerry Kumata, Betty Halfon, David Ghoddousi, Patrick Kerr
 Against: 0
 Abstain: 0

Resolution 12-71 passed unanimously.

VII. Items for the Consent Agenda

Resolutions 12-66, 12-68 and 12-71 was moved to the Consent Agenda.

VIII. Public Comment

None

IX. Concerns of Committee Members

None

X. Adjournment

The meeting was adjourned at 5:31 p.m. by Patrick Kerr, Chair.

Meeting minutes submitted by:
Dianna Goodsell, Administrative Services Coordinator