



Pike Place Market Preservation and Development Authority (PDA)

COUNCIL MEETING MINUTES – August 30th, 2012

Council Members: Ann Magnano, Gloria Skouge, Patrick Kerr, Betty Halfon, David Ghoddousi, Matt Hanna, Bruce Lorig, Gerry Kumata

Staff Present: Ben Franz-Knight, Steve Nelson, Kelly Lindsay, Teri Wheeler, Lillian Hochstein, Dianna Goodsell

Others Present: Haley Land, Bob Messina, Howard Aller, Joan Paulson, Jill Andrews, Sharon Mukai, Sally Christopher, Sara Porter, Mary Kay Sherwood, Chris Scott

The meeting was called to order at 4:00 p.m. by Patrick Kerr - Officer-at-Large.

I. Administration

- A. Adoption of Agenda
The agenda was approved by acclamation
- B. Review and Approval of the July 26th, 2012 Minutes, October 21st, 2011 and July 19th, 2012 PDA Council Retreat Minutes
The minutes were approved by acclamation

II. Public Comment Including the Market Community

Mary Kay Sherwood noted she has been a craftsperson for 32 years at the Pike Place Market. She read a letter she sent to the PDA Council and Staff regarding Xavier Gibbler and his dismissal from the Pike Place Market. She noted she was disappointed on Xavier's dismissal from the Market and requested to have a fair hearing for him. The letter has been submitted with the minutes.

Sally Christopher noted that she has been a part of the Market since 1976. She commented that Xavier Gibbler was a great assistance for many of the daystall vendors and he was very helpful with pushing the carts for the vendors. She had inquired about the details of why Xavier was dismissed from the Market. She also commented on having a fair hearing for Xavier.

Haley Land commented on Xavier Gibbler's dismissal from the Market. He stated that he did not know Xavier personally, but noted that the Council should be looking into this concern. Haley inquired about the meeting minutes from July 26th, 2012 and his public comment. He would like to be informed on the appropriate protocol for submission of letters to the meeting minutes and documentation of public comments. He commented on several matters including increasing the efforts for retaining the flower farmers and the deficiency of signage in the new Soames Dunn restrooms.

Sarah Porter read a letter regarding Xavier Gibbler. The letter has been submitted with the minutes. She stated that Xavier was valuable to the daystall community and that she had never experienced anything negative from him. She commented that Xavier had experienced hearing difficulties that could have caused a misunderstanding from the community.

Patrick Kerr commented on the possibility of extending health insurance options to the merchants of the Market

Ben Franz-Knight responded to the several comments regarding Xavier Gibbler and the grounds for his dismissal. He had noted that this is a very serious issue with Xavier Gibbler; there had been a number of consistent incidents filed against Xavier along with a recent incident involving a PDA staff. The City of Seattle Police is dealing with the latest offense. He met with Gary Geodeke about the decision to dismiss Xavier from the Market, in which Gary was in agreement for the decision.

III. Reports and Information Items

A. Council Chair Report

The Chair was absent from the meeting.

B. Executive Director's Report

Ben Franz-Knight gave an update on the Executive Director's Report. He noted that it has been a very busy summer with very strong sales, especially with the mercantile sales and increased activities in the Market. He briefly provided an update regarding the PCI-North project. He noted that the state issued an RFI for five million dollars for mitigation costs for parking. He added that there will be a formal response to the RFI next month. He lastly reported discussions with the City regarding the MOU continue to progress; sometime in the fall the MOU will be submitted.

I. Other Items

None

C. Committee Chair Report

Matt Hanna noted that there will be several important resolutions coming forward in which he would provide comment.

D. Other Reports

None

IV. Key Issues Presentation and Discussion:

A. Capital Needs Strategic Planning

Steve Nelson gave a presentation. Regarding the Capital Needs Strategic Planning. The presentation has been included with these minutes. A summary of the presentation is as follows:

Capital Planning Strategy: Major renovation of building systems and components recently completed, planning needed to ensure adequate funding for future capital needs - both planned and unplanned, capital needs plan provides assessment of facility expenses that can be reasonably anticipated.

Assessment Considerations: Current condition analysis, 20-year financial projection of costs and timing, building-by-building audit of major components including lifecycle analysis of equipment.

Building Envelope: Roof membrane, flashing detail, skylights, windows - including frames, glass & associated hardware, masonry, tuck-pointing and sealing.

Electrical: Switchgear and associated components, emergency generator, lighting interior & exterior, security systems, entrance controls, cameras, appliances, and fixtures.

Mechanical: Piping, boilers, pumps & motors, hardware, valves, BMS-DDC, heat pumps, cooling towers, coolers and refrigeration.

Other Systems: Heat Pumps, Boilers, Pumps & Motors, Fluid Coolers, Coolers & Freezers and Elevators.

Next Steps: September - Define scope, RFP firm qualified consultants, consultant selections. October - Council approval of consultant. November to February - Refine scope of assessment, field work including building audits, life cycle cost analysis, draft assessment for review, comments, changes, final draft for review and final document.

There was a discussion that followed.

Bruce Lorig noted that we need to think about tenant improvements that need to be done in the Market. Ben Franz-Knight commented that Bruce Lorig made a good point; the Pike Place Market PDA has not spent a significant amount of money on tenant improvements.

Gerry Kumata inquired about the last Capital needs assessment study and the usefulness of that study. Steve Nelson noted that information from the last capital needs assessment study was used for the renovation.

V. Resolutions and Other Action Items (Old and New Business)

A. Consent Agenda

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

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

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

Daily Dozen Donuts

Daily Dozen Donuts

Japanese Gourmet

Action Item: Proposed Resolution **12-73:** Medical and Dental Coverage 2012-2013

Motion to approve the consent agenda

David Ghoddousi moved, Gerry Kumata seconded

For: Ann Magnano, Gloria Skouge, David Ghoddousi, Matt Hanna, Patrick Kerr, Bruce Lorig, Gerry Kumata, Betty Halfon

Against: 0

Abstain: 0

Consent agenda passed unanimously

B. New Business

Action Item: Proposed Resolution **12-55:** Adoptions of the 2012 Marketing Strategy Review and Assessment

Ben Franz-Knight introduced the resolution states that the 2012 Strategic Plan identified Marketing Strategy as one of five the key issues and directed a review of overall Marketing Strategy including current programs, assessment of new opportunities, review of media platforms, resource allocation and priorities. The Director of Programs and Marketing, in consultation with the Market Programs Committee has conducted a thorough analysis of current practices, identified priorities and made suggestions for future activities. The recommendations include emphasizing human interaction Market imagery, increasing communications targeted towards the tourist audience, developing comprehensive strategies for media relations and social media, updating and expanding the Pike Place Market website, and investigation into the benefits of customer research. The complete analysis and recommendations are provided in the attached document, *Marketing Strategy Review and Assessment*. It be requested that the PDA Council adopts the *Marketing Strategy Review and Assessment* for the year 2012.

Gloria Skouge moved, Gerry Kumata seconded

For: Ann Magnano, Gloria Skouge, David Ghoddousi, Matt Hanna, Bruce Lorig, Gerry Kumata, Betty Halfon

Against: 0

Abstain: Patrick Kerr

Resolution 12-55 passed with a vote 7-0-1

Action Item: Proposed Resolution **12-67:** Authorization for Contract Authority - Modernize Skybridge Elevator Equipment PCI-North Design

Ben Franz-Knight introduced the resolution which states that 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.

Gerry Kumata moved, Gloria Skouge seconded
For: Patrick Kerr, Ann Magnano, Gloria Skouge, David Ghoddousi, Matt Hanna, Bruce Lorig, Gerry Kumata, Betty Halfon
Against: 0
Abstain: 0

Resolution 12-67 passed unanimously

Matt Hanna noted that several resolutions were discussed at the last Finance Committee meeting. He commented that a concern that was expressed was a desire of postponing spending from our reserve capital funds before doing a capital need assessment.

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

Ben Franz-Knight introduced the resolution which states that 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#110630-00

Ben Franz-Knight noted that there are two sources of funding for the project; \$329,000 would come out of the capital reserve fund, which will not take until next year's budget and \$260,000 would be sourced from the Local and Community Project Program State Grant.

Ann Magnano moved, Gloria Skouge seconded
For: Patrick Kerr, Ann Magnano, Gloria Skouge, David Ghoddousi, Matt Hanna, Bruce Lorig, Gerry Kumata, Betty Halfon
Against: 0
Abstain: 0

Resolution 12-70 passed unanimously

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

Ben Franz-Knight introduced the resolution which states that in order to maintain the viability of the Pike Place Market buildings the PPMPDA has determined that the Food Bank customer base has outgrown the existing lobby and for safety concerns, additional lobby space is needed. The PPMPDA has executed a competitive bid process for the additional lobby space. It be requested that the PPMPDA Council authorizes the PPMPDA 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.

Ann Magnano moved, Gerry Kumata seconded
For: Patrick Kerr, Ann Magnano, Gloria Skouge, David Ghoddousi, Matt Hanna, Bruce Lorig, Gerry Kumata, Betty Halfon
Against: 0
Abstain: 0

David Ghoddousi noted has concern with the amount of money spent for the foodbank and the future of PCI-N and possible relocation of the foodbank.

Resolution 12-72 passed unanimously

Action Item: Proposed Resolution **12-74:** Authorization for Added Contract Authority - Davidson - Macri - PCI N Potholing.

Ben Franz-Knight introduced the resolution which states that the PMPDA has determined that Potholing services are necessary for Design and Development of plans for PC-IN and integration with the Central Waterfront Design framework. The PMPDA has utilized its small works contractor roster in accordance with its Purchasing Guidelines and identified Davidson-Macri Sweeping as the best and only firm in the area qualified to perform this potholing work. The PMPDA entered into contract with Davidson-Macri Sweeping in an amount not to exceed \$50,000 for potholing work that was approved by resolution 12-52. Due to difficult soils conditions with regards to debris contained on the site and having to confirm the correct centerline of the tunnel because it differed from the archived survey data that was obtained for the PC I – N site an additional \$40,000 is needed for potholing work. It be requested that the PDA Council authorizes the PDA Executive Director or his designee, to enter into an amendment with Davidson-Macri Sweeping for additional Potholing for PC-IN, for an additional amount not to exceed \$40,000 for total not to exceed \$90,000 (this \$90,000 includes the original \$50,000 approved by resolution 12-52). The funds for this project will be drawn from the PDA CRRF – Capital Reserve and Replacement Funds.

Bruce Lorig moved, Ann Magnano seconded
For: Patrick Kerr, Ann Magnano, Gloria Skouge, David Ghoddousi, Matt Hanna, Bruce Lorig, Gerry Kumata, Betty Halfon
Against: 0
Abstain: 0

Resolution 12-74 passed unanimously

- C. Other
None

VI. Further Public Comment

Ben Franz-Knight commented on the updated PDA Council packet organization and new layout.

Joan Paulson commented about the capital project needs presentation. She noted it would be helpful to address the maintenance aspect of things including finding solutions in extending the lifetime of products for the Market. She also gave a brief history of PCI-North and added the idea of future discussions on the types of housing and potential developers for PCI-North.

VII. Other Reports and Action Items

None

VIII. Concerns of Council Members

Matt Hanna noted that the resolutions presented and approved tonight had been discussed extensively at previous Finance Committee meeting.

IX. Adjournment

The meeting was adjourned at 4:58p.m. by Patrick Kerr, Officer-at-Large

Meeting minutes submitted by:
Dianna Goodsell, Administrative Services Coordinator