# PDA Council Packet

**March 25, 2021**

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Date: Thursday, March 25, 2021  
Time: 4:00 p.m. – 6:00 p.m.  
Location: Join Zoom:  
https://us02web.zoom.us/j/81664465771?pwd=aVJJbngwK3o5aWVGQ20yNmVWT1I3UT09  
OR dial (253) 215 8782, Meeting ID: 816 6446 5771, Passcode: 456467

**Council Members:** Colleen Bowman (Chair), Patrice Barrentine (Vice-Chair), JJ McKay (Secretary/Treasurer), Mark Brady, David Ghoddousi, Ray Ishii, Devin McComb, Gordie McIntyre, Paul Neal, Abraham Dairi, and Gundeep Singh

<table>
<thead>
<tr>
<th>4:00pm</th>
<th>I. Administrative:</th>
<th>Chair</th>
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<tbody>
<tr>
<td>A.</td>
<td>Approval of Agenda</td>
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<td>B.</td>
<td>Approval of the PDA Council Meeting Minutes for February 23, 2021</td>
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<th>4:05pm</th>
<th>II. Public Comment Including the Market Community</th>
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<tr>
<th>4:10pm</th>
<th>III. Key Issues and Discussion Items</th>
<th>Andrés Mantilla, David Dickinson, Mary Bacarella</th>
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<tr>
<td>A.</td>
<td>Presentation by Director of Seattle Department of Neighborhoods</td>
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<td>B.</td>
<td>Daystall Rules and Regulations</td>
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<td>B.</td>
<td>New Business</td>
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<td>i.</td>
<td>Proposed Resolution 21-16: Appointment of Vacant Constituency Council Position</td>
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<tr>
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<tr>
<td>A.</td>
<td>Council Chair Report</td>
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<td>B.</td>
<td>Director Report</td>
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<td>C.</td>
<td>Committee Chair Reports</td>
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<td>D.</td>
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<th>VI. Further Public Comment</th>
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<tr>
<td>5:45pm</td>
<td>VII. Concerns of Council Members</td>
<td>Chair</td>
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| 6:00pm | VIII. Adjournment | Chair |
PDA Council Meeting Minutes

DUE TO THE EXTRAORDINARY PUBLIC HEALTH CIRCUMSTANCES RELATED TO THE ONGOING COVID-19 (CORONAVIRUS) OUTBREAK, PARTICIPATION IN THIS MEETING WILL BE TELEPHONIC. ALL PDA COUNCILMEMBERS WILL PARTICIPATE REMOTELY.

Tuesday, February 23, 2021
4:00 p.m. to 6:00 p.m.
Location: https://us02web.zoom.us/j/81664465771?pwd=aVJJbngwK3o5aWVGQ20yNmVVT1J3UT09
OR dial (253) 215 8782, Meeting ID: 816 6446 5771, Passcode: 456467

Council Members Present: Colleen Bowman, JJ McKay, David Ghoddousi, Ray Ishii, Devin McComb, Mark Brady, Gordie McIntyre, Patrice Barrentine, Paul Neal, Matt Hanna, Abraham Dairi

Staff/Consultants Present: Mary Bacarella, Amy Wallsmith, John Turnbull, Erica Bates, Sabina Proto, Brady Morrison, Karin Moughamer, Sarah Leaptrot, Zack Cook, Madison Bristol

Others Present: Bob Messina, Clint Bennett, Howard Aller, Joan Paulson, Christine Vaughan, Lillian Sherman, Haley Land, Gundeep Singh, Melissa Lyons, Ben Garnero, Alex Apostolopulous, Robert Klein, Russell Monroe, Nick Setten, Skip Knox

The meeting was called to order at 4:00 p.m. by Colleen Bowman, Vice Chair

I. Administrative
   A. Approval of the Agenda
      The agenda as was approved by acclamation.
   B. Approval of January 28, 2021 Meeting minutes
      The January 28, 2021 PDA Council Meeting Minutes were approved by acclamation.

II. Public Comment including the Market Community
Bob Messina commented that two of the recent Market Constituency meetings that have felt different than prior meetings. He’s been attending since 2013 and recently there has been a change in how meetings are being run. He believes the PDA has an interest in the wellbeing of the Market and since there is variation in how the meetings are run he thinks there needs to be clarification on how to stabilize the meetings. He would like to see the bylaws of the Constituency clarified officially. He’s supportive of a healthy Market and a healthy Constituency.

Howard Aller commented he is happy to be at the meeting and he thanked everyone for keeping the Market going while he wasn’t able to push them on. Colleen Bowman welcomed Howard back.

Joan Paulson began to speak but had technical difficulties. Colleen Bowman ...
Christine Vaughan commented that she has participated in the Constituency on and off for nearly 30 years and currently there seems to be various interpretations on what the Bylaws mean. There seems to be an idea that the Constituency and the Executive Committee are not the same thing. The Constituency as the body has the authority and responsibility to make the rules and the Executive Committee leads and manages but the actual decision making resides with the Constituency membership. In the last Executive Committee meeting that she attended there was more than one interpretation on what the Bylaws meant. Clarification would be very helpful.

Matt Hanna entered the meeting at 4:10 pm.

III. Key Issues and Discussion Items
None.

IV. Action Items
A. Consent Agenda
   i. Proposed Resolution 21-07: Authorization for Non-Exclusive Trademark Licensing Agreement with The Pike Brewing Company
   iii. Proposed Resolution 21-10: Year End Result for Year 2020

   The Consent Agenda was approved by acclamation.

B. New Business
   i. Proposed Resolution 21-08: Authorization for Non-Exclusive Trademark Licensing Agreement with Ellenos Yogurt

   Amy Wallsmith began by providing background on how trademarks are received and handled. The Market has federal and state registered trademarks. Ellenos submitted an application that was reviewed by Amy and Mary Bacarella. Ellenos is looking to create a subline of yogurts that are sold in local Washington stores, and possibly a little in Oregon. If this is successful then they will return to the PDA with a longer trademark application. This is a great compliment to the Market brand as they are a Market store. Ellenos opened in 2013 at the Market. Their main office is in Federal Way and they use local ingredients, including dairy, eggs, and additional ingredients. Ellenos is active with our Market community and have worked with the Market Foundation.

   Mary Bacarella added that the PDA takes the trademark very seriously. Since Ellenos is a respected brand in the Market, this is a perfect fit for using the Market trademark.

   Proposed Resolution 21-08 which states:

   WHEREAS, the Pike Place Market Preservation and Development Authority (PDA) is the owner of all rights, title, and interest in and to certain trademarks and graphical representations of the Pike Place Market name and trademark; and,
WHEREAS, Ellenos Yogurt desires to make use of the Pike Place name (as defined on the PDA trademark license application) in connection with the release of a new subline of flavors available for sale in Seattle-area grocers including Whole Foods (PNW region only – Washington and potentially Oregon stores), Met Market, and PCC for eight (8) month term (May – December 2021); and,

WHEREAS, PPMPDA and Ellenos Yogurt have agreed that in accordance with the terms and conditions of this Agreement, Ellenos Yogurt may use the Pike Place Market name and trademark solely on new subline of flavors as well as in any advertising related to said product; and

WHEREAS, Ellenos Yogurt agrees that it will not during the term of this Agreement, or thereafter, challenge the title or ownership of the PDA to the name or trademark or challenge the validity of this Agreement; and

WHEREAS, Ellenos Yogurt agrees that it will use the terms and images related to Pike Place Market and the licensed name and trademark in a way that will reflect positively on the Pike Place Market; and,

WHEREAS, Ellenos agrees to compensate the PDA $5,000 licensing fee for the term of the agreement to be paid in two installments.

NOW, THEREFORE, BE IT RESOLVED that the PDA Council authorizes the Executive Director or her designee to execute a non-exclusive trademark licensing agreement with Ellenos Yogurt for the use of the “Pike Place” name and trademark in conjunction with the new subline of flavors.

Patrice Barrentine moved the proposed resolution and JJ McKay seconded the motion.

Paul Neal asked if there is a precedent for a branded subline packaged product or what is the closest example to this request? Mary Bacarella responded Pike Place blend of coffee for Starbucks is one example, as well as Pike Brewing Company and Pike Place Chowder.

Paul Neal asked how those example line up with this proposal. Mary Bacarella responded this is a pilot program for 8 months. Amy Wallsmith responded there aren’t many packaged items that are out there. This is a good opportunity to evaluate this type of trademark. She looks at a number of metrics when making the decision to approve a trademark.

Paul Neal asked for more information on the value the Market is getting for Ellenos to use the brand. Amy Wallsmith responded she’s offering a great trial rate and Ellenos knows what the future rate would be if they decided to move forward with a longer agreement. This aligns with rates charged to other companies. She has a spreadsheet that compares royalty rates for the Market trademark.
Gundeep Singh asked for additional commentary on how the rates were developed and what the negotiation looked like. Amy Wallsmith responded there is a resolution passed by council, possibly in 2017, that outlines the royalty fees associated with trademarks for different product types.

For: Colleen Bowman, JJ McKay, David Ghoddousi, Ray Ishii, Devin McComb, Mark Brady, Gordie McIntyre, Patrice Barrentine, Paul Neal, Matt Hanna, Abraham Dairi
Against:
Abstain:

Proposed Resolution 21-08 passed by a vote of 11-0-0

ii. Proposed Resolution 21-11: Election of PDA Council Chair and Vice Chair

JJ McKay introduced Proposed Resolution 21-11 which states:

WHEREAS, on January 28, 2021 the chair of the PDA Council, Rico Quirindongo, resigned from the Council to take a position with the City of Seattle; and,

WHEREAS, the PDA Council Nomination Committee convened to nominate a replacement Chair and Vice Chair to complete the remaining term; and,

WHEREAS, JJ McKay will serve out the remainder of his term as Secretary/Treasurer.

NOW, THEREFORE, BE IT RESOLVED that the PDA Council elects the following officers to complete the current term, ending June 30, 2021:

Chair Colleen Bowman
Vice Chair Patrice Barrentine

Paul Neal moved the proposed resolution and Abraham Dairi seconded the motion.

For: Colleen Bowman, JJ McKay, David Ghoddousi, Ray Ishii, Devin McComb, Mark Brady, Gordie McIntyre, Patrice Barrentine, Paul Neal, Matt Hanna, Abraham Dairi
Against:
Abstain:

Proposed Resolution 21-11 passed by a vote of 11-0-0

Patrice Barrentine noted that she is excited to serve in this capacity and she believes this is the first time women have been chair and vice chair of the PDA Council.

JJ McKay noted that being an officer is a privilege in which you are a constant representative of the Market and have the PDA at the forefront. He thinks it’s fabulous that for the first time we have two wonderful, smart women leading the PDA.
V. Programs and Information Items

A. Council Chair Report
Colleen Bowman thanked everyone for their support during this election. She thanked those who have also reached out to offer assistance during this time. She noted it’s all hands on deck this year to support the Market. She’s happy that Patrice is willing to step into the Vice Chair role. We will all benefit from her policy expertise, her steadfastness in her decision making and the seniority she brings from being a longtime councilmember. She welcomed new councilmembers Abraham Dairi and Gundeep Singh and thanked Matt Hanna for all his work over the years. Lastly she thanked staff for their continued dedication to the recovery of the Market.

B. Executive Director Report
Mary Bacarella provided the following updates:
- She congratulated Colleen and Patrice for their elected roles, welcomed Abraham and Gundeep, thanked Matt for his service, and welcomed back Howard Aller.
- Last weekend we had snow but the Market remained open. The Love in the Market and shopping incentive was postponed to Daffodil Day on March 20th. More to come in Market Programs.
- Starting to work on the 50th anniversary to save the Market with the Market Foundation and Friends of the Market. The main piece will be a documentary on what happened 50 years ago. The messaging 50 years ago still resonates today.
- At the last Council meeting there was a public comment that the new elevator was going to be twice as big. That is not the case but it will be 12% bigger and twice as fast and can hold more weight.
- Still on track and working within the $2M budget for the elevator and there will be a meeting this week for further discuss the stair design.
- The Closeout Agreement was signed. There is $1.6M still left to be used on the elevator.
- The garage modifications are a few weeks ahead of schedule.
- No new updates on the Overlook Walk.
- Staff are working to bring in a few new tenants.
- She reiterated that staff and the community are all working really hard and a lot of hours to get through this. Our number one priority is to get through the pandemic. She requested that if councilmembers have questions or ideas on projects to send those to Mary.

David Ghoddousi noted that he doesn’t remember having a conversation about the close out agreement and asked for clarification that the building is in working order. Mary Bacarella clarified that this closeout agreement is with the City of Seattle and is not for the MarketFront construction or the Overlook Walk.

C. Committee Chair Reports
Patrice Barrentine noted that the 2020 programs report was reviewed and three resolutions were passed. These are good revenue streams and a great way to get the Pike Place name out there.
Devin McComb recommended councilmembers read the 2020 year-end report that is included in the packet. He noted that $2M was removed from both the CRRF and MOR to help cover cash shortage in 2020 and beyond. So far only $1.2M has been spent. Much of the funds in those accounts were accumulated in the last few years due to a good economy and garage revenue. $2.2M was cut from the PDA staff budget which was a hard decision to make.

Devin McComb noted that January finances are trending as expected. One resolution was passed which assigns contributions to the employee pension plan. In past years $400,000 was contributed but this year revenue was not over budget. $200,000 was approved for contribution this year but council may decide to increase that and will have until April 1st to do so.

Mark Brady apologized to the PDA, Council, and the residents for his comment at the Finance & Asset Management Committee meeting regarding residents. He noted he was in the wrong and will not make those comments in the future.

Colleen Bowman appreciated that apology. She had received comments about councilmember Brady’s comments. She encouraged councilmembers to take a look at the last page of the PDA Council Operating Procedures and Policies which outlines the process for what actions can be taken in the future related to this behavior.

D. Pike Place Market Foundation Update

Ray Ishii there was a session with Sally Bagshaw regarding advocacy work the Foundation can get involved with or are already involved in. There was a community impact report which Ray asked Nicole to send a copy of the PPT to that full council could review. A resolution was passed to adjust the terms of the board president. The president is being asked for a four year commitment: 1 year as president elect, 2 years as president, and one as past president. He recommended the PDA Council nomination committee consider this as well. Rally Together for the Market, a virtual event, is scheduled May 20th at 6:30 pm and there will be other activities for the year tied to the 50th anniversary.

Gordie McIntyre noted the Foundation hosted a fireside chat this morning that included a couple people who have received small business loans from the Foundation. The success of the Charitable Marketplace was also discussed business. A report by the DSA was reviewed that stated that revenue was down 80% in downtown Seattle and last Saturday the Seattle Times had an article about downtown and the Foundation is working on an article with Nicole Brodeur from the Seattle Times to showcase the benefits of the Market during this time.

VI. Further Public Comment

Joan Paulson commented that on January 20, 2021 the new US president took office and Trump created a national division that has trickled down into our neighborhoods and even the Market. She had hoped that the hate speech and bullying would have stopped on January 20th but it hasn’t and she would like common sense to return to the controlling behavior over the Markets governance. As others remain complacent in underwriting and overruling the PDA Charter and Constituency Bylaws and the state 1971 Open Public Meetings Act. She would like to see done what’s best for the public market. Our governance of the Market is what has been successful for small businesses downtown during a time when the downtown is not healthy.
Colleen Bowman invited Skip Know to make a public comment but he was not able to due to technical difficulties. Colleen noted that she received an email from Skip just before the meeting and she asked it be included in the March packet. Skip had requested Colleen propose a motion but she commented she needed more time to review the request.

Bob Messina clarified that his previous comments about the elevator were in reference to the public elevator at the new aquarium building. He was told that elevator would be twice as big as our current market elevator, not the new 12% bigger elevator.

VII. Concerns of Council Members
JJ McKay noted several concerns. First, the PDA Council represents the entire Market and in the past 12 months the pandemic has put a lot of stress on staff and those who work in the Market. The Council is tasked and are the stewards to ensure we get through this as intact as possible and as fiscally responsible as possible. Staff are doing an amazing job even after being asked to do more work with pay cuts. Over $3.5M have been provided in relief to the Market community. Given all that JJ McKay noted he was dismayed that 40 minutes was spent at the last Council meeting discussing a locker that was in a restricted building that was requested by the tenants because their previous package pick up location was closed. He would like to see the Council spend more time discussing the bigger issues with longer range effects. Secondly, JJ McKay noted he was offended by the conversation regarding the resolution to remove a councilmember. He noted that a councilmember had brought up questions about another councilmember that had not been attending meetings and questioned why nothing had been done in those cases. He believes it is the responsibility of the elected organization to ensure council members are present and to assess and mentor their participation. He sees a double standard on how things are done on the Council.

Paul Neal, in reference to the public comments on the Constituency meetings, noted that he is a Constituency member who did attend the last meeting and he felt like his presence there was unwelcome. He is a paid member of the Constituency and a business owner in the Market. He supports the social services through the Foundation and relationships with the craftspeople. To him, comments, including those made by Constituency councilmembers, made it sound like some people’s voices mattered more than others. It left him feeling disenfranchised and he hopes that we find a clearer path forward.

VIII. Adjournment
The meeting was adjourned at 5:09 p.m. by Colleen Bowman, Chair.

Meeting minutes submitted by:
Karin Moughamer, Executive Administrator
гебе '03 АА

фібо 54 1А 3.8 10 52 03 АА 2 1А
SUMMARY
One month ago the Market was covered in a blanket of snow. Now, we are celebrating the arrival of spring with our annual Daffodil Day. Over the weekend 6,000 daffodil stems, sourced from three Market farmers, were handed out to people visiting the Market. In addition the shopping incentive tent was very popular with 350 to 400 insulated Market shopping bags handed out. Thanks so much to the marketing and farm teams for all their hard work.

Construction associated with the garage modifications to align with the new Alaskan Way is coming along. Installation of the parking equipment in the new entry/exit island is underway and Level 2 looks they are already doing some painting of crosswalks and stall lines on Level 2. The walkway outside the hydraulic elevator on Level 2 has been leveled out to be ADA compliant.

After a nearly year hiatus due to COVID-19, capital projects at the Market are resuming this spring. Work will begin this Friday to repair the marque over Jack’s Fish Spot in the Sanitary Market. That work is expected to last a couple days. Staff are also re-starting work to replace and repair windows and siding along the exterior of the Arcade building along Western Avenue. That work will require intermittent closures of Western Avenue and will affect the north entrance to the Market. More details will be shared as we get closer to the start of that project later this spring.

OPERATING METRICS

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<td>Year to Date Sales (January 2021)**</td>
<td>-525%</td>
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<tr>
<td>Restaurants</td>
<td>-77%</td>
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<tr>
<td>Food</td>
<td>-21%</td>
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<tr>
<td>Mercantile</td>
<td>-49%</td>
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Operating Income After Required Reserves and Debt Service:

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<tr>
<td></td>
<td>($957,525)</td>
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<tr>
<td>Year to Date: January 31, 2021</td>
<td>$(112,533)***</td>
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**Farm and Daystall Attendance**

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*Several charts are also attached highlighting year-over-year sales trends through February 2021.*

**There are 22 missing sales reports for January 2021.**

***Actual performance is $314,658 over budget as of February 28, 2021.***

**Operating Statement**

The 2021 budget was made with the assumption that business at the Market will remain impacted by the COVIDS-19 pandemic. The total revenue was nearly $2.3M, over budget by 0.4% and total operating expenses was $1.8M, under budget by $305,297 (14.3%) The net result after debt service and reserves is $202,125. Rent credits were applied for commercial tenants for month of February, totaling $184,000. The next round of credits will be shown on financials for March. Total cash amount received in February was $1,074,930 and cash disbursement was $1,080,349. To date only $970,362 of the $2MM approved for transfer from the Minimum Operating Reserve has been spent. Revenue for commercial, crafts, farm, and garage are currently over budget, while revenue for residential and miscellaneous is under budget.

**Farm and Craft Attendance and Revenue**

Attendance and revenue remain down for farm and daystall compared to the same time last year. Farm attendance was down 54% while revenue was down 55%. This decrease is most likely due to the snow event that we experienced mid-month which had an effect on flower farmers. Staff continue to supply fresh produce to kids through the Fresh Bucks to Go program, filling 294 shares in February. Staff held two issue/advocacy meetings and five farmers were engaged with for relief. In addition, staff are working with Farmers Markets of Seattle and the City on legislative intent for the definition of a farmers market.

Daystall is now open seven days a week. This is great as it allows more opportunity for crafters to return to the Market when they are ready. Speaking of, the pace of permits for re-opening is accelerating as daystall tenants feel more comfortable with returning to the Market. Staff have received a lot of anecdotal reports that March sales are good. That information was substantiated in part by the Marketing team who saw a large number of daystall redemptions at the shopping incentive tent.
MARKET PROGRAMS
The 2021 Marketing and Programs Plan was reviewed. In addition, Daystall Rules Review picked up where it left off in 2020. Daystall staff reviewed all the proposals and staff recommendations and will bring the proposed changes to the plan to full council in March.

Marketing & PR
- In February, followers remained steady for Facebook, Instagram and Twitter. TikTok followers increased by 9% and YouTube subscribers increased 55%.
- Engagement jumped in February on both Facebook and Instagram due to the blanket of snow that fell on the city. A post on Facebook showing the snow received 20,000 likes, shares and comments in one day! And our Instagram snow post received 36,000 likes, shares and comments in one day!
- Newsletter open rate continues to remain strong at 26%. Three blogs were created and the top three most visited blog pages were takeout/Indoor Dining, Retail, and Shop Online.
- In January there was two press releases, two features and 65 separate press coverages that garnered 472.5 million print impressions for the Market. Press coverage for broadcast included 131 pieces with over 16 million impressions.
- 135 concierge’s received the monthly email with an open rate of nearly 20%.

Programs
The school education program is currently on hold for the 2021-2022 school year.

Market Programs Committee - Key Actions and Discussions
- Daystall Rule Review began and will continue with a presentation of the proposed rules at full council.

FINANCE AND ASSET MANAGEMENT

Key Actions and Discussion
- The February 2021 financials were reviewed and the PDA is up to date on all debt payments.

Items for Consent Agenda
- Proposed Resolution 21-12: Authorization to Reimburse for HVAC Air Quality Upgrades at The Pink Door
- Proposed Resolution 21-13: Lease Proposals – March 2021

Finance and Accounting Department
- Processed all payables and receivables.

Commercial
- Jungle Bean on Western Avenue is getting close to completing renovations and plans to open April 1.
- Staff continue to work with tenants to answer questions and to help provide information that may allow businesses to reopen that are currently allowed under the governors Stay Home, Stay Healthy order.
Residential
• Vacancies are currently at 9% and we continue to see an increase in vacancies for market rate units.
• Stewart House hosted a vaccination clinic on March 4 and a second clinic is scheduled for April 1.
• Maintenance continues to work on residential unit renovations in an effort to fill vacant units.
• Stewart House HUD compliance and monitoring streamlining project is complete.
• The LaSalle LLC audit is complete.
• Staff and HR are working to interview candidates for the two vacant residential manager positions. Current staff have stepped up to help and received new building assignments to ensure residents have the support they need.
• Staff are working diligently to ensure residents have access to food, are performing regular wellness checks, and are keeping common areas sanitized. Staff are working both on-site and from home.

Capital Projects
• Staff are beginning to schedule Capital Projects, starting with repairs to the Sanitary Market marque.

Parking
• Revenue in February is over budget by 9.7%.
• Parking is starting to approach similar numbers for tickets pulled and revenue compared to the same weekend for March 2019. Nearly 1,200 tickets were pulled this past weekend during Daffodil Day, generating roughly $20,000.
• Work continues on the garage modifications associated with the Alaskan Way Main Corridor construction project. The entrance and exit to Alaskan Way from the garage is now closed through May 2021.
• Staff are working reduced hours on-site to be able to respond to issues that arise from those parking in Market garages.

Maintenance & Facilities
• Maintenance staff continues to focus on turning over residential units. In February they completed 143 work orders and 22 apartment rehabilitations are in progress, with a number being completed.
• Garbage remains below 2020 numbers for January and February with 67 and 61 tons collected respectively. In February 62 yards of mixed recycling, 59 yards of compost and 12 bales of cardboard were collected. 10.8 tons of fish ice was melted.

Security
• Security continues to keep apprised of all demonstrations and protests that are planned for downtown Seattle and that may have an impact on the Market.
• Assisting in conversations regarding building and reopening hours associated with COVID.
• Responded to calls for service in the Market, fire alarms and requests for assistance.
• Staff are taking extra precautions to remain safe and healthy.
<table>
<thead>
<tr>
<th>Years</th>
<th>Name</th>
<th>Last Name</th>
<th>Department</th>
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<tbody>
<tr>
<td>13yrs</td>
<td>Jacob</td>
<td>Luey</td>
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<td>8yrs</td>
<td>Jose</td>
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<td>6yrs</td>
<td>Mario</td>
<td>Flores-Flores</td>
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<td>Philip</td>
<td>Jaeger</td>
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<td>Madison</td>
<td>Bristol</td>
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<td>Danny</td>
<td>Garcia</td>
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<td>Carter</td>
<td>Grant</td>
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<tr>
<td>1yr</td>
<td>Eric</td>
<td>Roche</td>
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</tr>
</tbody>
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PDA Council & Committees
2020-2021 Standing Committees
Updated March 18, 2021

PDA Council*: Colleen Bowman (Chair), Patrice Barrentine (Vice-Chair), JJ McKay (Secretary/Treasurer), David Ghoddousi, Ray Ishii, Paul Neal, Devin McComb, Mark Brady, Gordi McIntyre, Abraham Dairi and Gundeep Singh

Executive Committee
Colleen Bowman – Chair, PDA Council
Patrice Barrentine – Committee Chair, Market Programs
Devin McComb – Committee Chair, Finance & Asset Management
David Ghoddousi – Officer at Large
Mark Brady – Officer at Large

Market Programs Committee
Patrice Barrentine – Chair
Paul Neal – Vice-Chair
Mark Brady
Abraham Dairi
David Ghoddousi
Gordie McIntyre

Finance & Asset Management Committee
Devin McComb – Chair
Ray Ishii – Vice-Chair
Mark Brady
David Ghoddousi
JJ McKay
Paul Neal
Gundeep Singh
Per the 2018 Services Agreement between the Pike Place Market PDA and the Pike Place Market Foundation, the Council of the PDA and the Board of the Foundation each shall designate a member, or “Designated Observer” to attend the full governing body of the other organization.

Below is the calendar for PDA Councilmembers attending Pike Place Market Foundation board meetings in 2021.

January – Colleen Bowman  
February – Ray Ishii  
March – Abraham Dairi  
April – Paul Neal  
May – JJ McKay  
June – Paul Neal  
September – Abraham Dairi  
October – Gundeep Singh  
November – Colleen Bowman  
December – Patrice Barrentine
Pike Place Market PDA Governance and Constituency Elections FAQ

1. What are the Pike Place Market PDA’s governing documents and what is their relative hierarchy for the determination of any apparent conflicts among them?

The PDA is a creature of state and city law. Washington State law permits cities to establish “public corporations.” The City of Seattle has chosen to do so in its local laws through Chapter 3.110 of the Seattle Municipal Code (SMC). City law requires that a public corporation establish a Charter that “control[s] the affairs and operations of the public corporation.” The law also provides that a public corporation may enact rules and regulations that are “subordinate to and consistent with the charter.” City law and the charter define the scope of constituency’s role and powers, if any.

The PDA is a public corporation created under the above law. As such, it first must comply with applicable state and city laws, then with its Charter, then with its Rules and Regulations. In turn, the Constituency’s bylaws, if any, must be consistent with all of those. This hierarchy also determines the order of precedence if an apparent conflict arises.

2. What is the role of the PDA Council? Of the Constituency? More specifically, what is the Constituency’s role relative to the PDA Council? Does that role include general oversight by the Constituency of the PDA Council?

The PDA’s Charter specifies the roles of the PDA Council and Constituency. The PDA Council is the governing body responsible for “[m]anagement of all PDA affairs.” The Council also has the responsibility to “oversee the activities of corporate officers, establish and/or implement policy, and participate in corporate activities as prescribed by the charter.” The PDA’s corporate officers are responsible for managing the PDA’s “daily affairs and operations.” Council concurrence by resolution is required in a number of specified areas, such as adoption of annual budgets and proposed charter amendments.

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1 See RCW 35.21.735-.759.
2 SMC 3.110.140.
3 SMC 3.110.220.
4 SMC 3.110.140.A.9, 140.B.3, .180.
5 Charter art. VII, § 1.
6 SMC 3.110.180.C.
7 SMC 3.110.180.B.
8 SMC 3.110.200; Charter art. VII, § 2.
The Constituency is “an organ of the PDA,” not an independent body.\(^9\) City law and the Charter provide that the Constituency fill two roles in the PDA’s structure.\(^10\) First, the Constituency selects one-third of the seats on the PDA Council.\(^11\) Second, the Constituency’s concurrence is required in six specific areas:

1. Any proposed amendments to the Charter;
2. Any proposed amendments to the Rules and Regulations of the PDA if said amendment deals with matters which are within the power and responsibility of the Constituency as set forth in this section;
3. Proposed amendments of the provisions of the Rules and Regulations governing procedures for meetings of the Constituency;
4. Annually fixing the compensation of Council members, if any, and the nature and limit of expenses incurred by Council members that may be reimbursed;
5. Election or selection of an independent auditor; and
6. Election of one member to the class of the Council membership expiring each year, as provided herein.\(^12\)

The Charter specifies specific vote requirements to reach “concurrence” on these issues.\(^13\)

The Council must report to, and receive advice, counsel or directions from, the Constituency at least quarterly.\(^14\) The Constituency officers, in turn, communicate with the Constituency membership on PDA issues.

The Constituency does not have oversight powers for the PDA beyond those specified above. The primary means of oversight is through their elected positions on the PDA Council and concurrence on specified issues. Washington law vests general oversight of the PDA in the City of Seattle, not the Constituency.\(^15\)

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\(^9\) Constituency Bylaws art. I, § 2.
\(^10\) SMC 3.110.180.
\(^11\) Charter art. VII, § 1.3(c). This selection is subject to confirmation by the City Council.
\(^12\) Charter art. VII, § 2.
\(^13\) Charter art. VII, § 3.
\(^14\) SMC 3.11.180.E.
\(^15\) RCW 35.21.745(1) (“Any city, town, or county which shall create a public corporation…shall provide for its organization and operations and shall control and oversee its operation and funds in order to correct any deficiency and to assure that the purposes of each program undertaken are reasonably accomplished.”) (emphasis added).
3. Is the Constituency Board subject to the requirements of Washington’s Open Public Meetings Act?

Yes. The PDA’s Rules & Regulations specify that “[a]ll meetings of the Constituency shall be held and conducted in accordance with Chapter 250, Laws of 1971, Extraordinary Session,” which is the Open Public Meetings Act. City law and the Charter specify meeting frequency and notice requirements and provide for special meetings. All Constituency meetings are open “to any member of the public.”

4. Are documents related to the Constituency subject to Washington’s Public Records Act? If so, are names and contact information of Constituency members subject to exemption due to privacy concerns?

All records of the PDA, including those created and retained by the Constituency, are subject to Washington’s Public Records Act, ch. 42.56 RCW (the “PRA”). City of Seattle law and the PDA’s Charter mandate adherence to the PRA. See SMC 3.110.290.B. (“[A]ny citizen shall have access to records and information of the public corporation to the same degree as a citizen enjoys to records and information of any agency of the City.”); Charter art. XII, § 2 (all records of the PDA are subject to state and city law); see also Constituency Bylaws art. I, § 2 (Constituency is an “organ of the PDA”).

The PRA is Washington’s open government and transparency law. In general, it requires prompt disclosure of all public records upon request. All information in public records is subject to disclosure unless specifically exempted by law. Failure of a public entity to abide by the PRA can result in legal liability and exposure to significant penalties and fees.

There is no general “privacy” exception to the release of records. Thus, personal information, such as name and contact information, routinely is subject to disclosure. The law provides for the withholding of specific private information only in certain circumstances. For example, employee and volunteer personal mailing addresses, phone numbers, and emails are exempt from production if they are held in “personnel records, public employment related records, volunteer rosters, or included in any mailing list of employees or volunteers of any public agency…..” Constituency members are not employees or volunteers. Certain individuals, however, may qualify under separate statutory exemptions on a case-by-case basis. As an example, Washington law has an address confidentiality program for victims of domestic violence, sexual assault, and stalking that requires participants’ residential contact information be kept confidential.

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16 PDA Rules & Regulations, art. IV, § 6. The Open Public Meetings Act is codified at ch. 42.30 RCW. Moreover, while not the “governing body” of the PDA, the Constituency Board may be a “committee thereof,” which similarly requires compliance with the OPMA. RCW 42.30.020(2).
17 Charter art. IX, § 4.3; SMC 3.110.310.
18 Constituency Bylaws, art. IX, § 4.
19 RCW 42.56.070(1), .520.
20 RCW 42.56.070(1).
21 RCW 42.56.550.
22 RCW 42.56.250(4).
23 See ch. 40.24 RCW.
member believes their personal contact information is exempt from disclosure by law, then they should contact Karin Moughamer, the PDA’s public records officer, as soon as possible.

5. Does the Constituency have the authority to redefine or create qualifications for its membership?

No. City law and the Charter define who may be a member of the Constituency. “The Constituency of the PDA shall consist of its general membership, which shall be open to all persons sixteen years of age and over who shall pay dues, as provided in the Bylaws of the Constituency.”24 In turn, the Constituency Bylaws set the dues at $1.00 per year and affirm that membership “shall be open to all persons sixteen years of age or older who is interested in the Pike Place Public Market.”25 Once a person meets these criteria, they are a member of the Constituency without further requirement.

6. Does the Constituency Board have the authority to determine which Constituency members may vote in elections to determine its nominees for PDA Council membership?

No. City law provides that “each constituent shall have the same and equal rights and vote that every other constituent enjoys.”26 City law and the Charter provide for certain rules around voting, but they do not permit discretion in which members may vote in certain matters.27

7. Are Constituency elections to determine its nominees for PDA Council membership required to be held in-person? May the Constituency itself adopt such a requirement?

Regardless, even were in-person voting required or merely customary, with in-person participation in public process constrained under COVID-19 public health guidelines, is the Constituency required to provide a voting accommodation for members uncomfortable with voting in-person under present circumstances?

The topic of “in-person” meetings has changed substantively over the past year due to COVID-19 restrictions. While many public entities, such as city councils and school boards, historically have required in-person meetings based on physical presence, those requirements evolved rapidly and universally due to common sense public health precautions and mandatory restrictions imposed by the Governor.

In general, “[r]egular meetings of the Constituency shall be held at least quarterly on the second Tuesday of each quarter at 6:30 p.m. at 85 Pike Street, Room 500, Seattle.”28 But “[t]he Constituency Executive Committee may alter such regular meeting time and place by

24 Charter art. VIII, § 1; SMC 3.110.280.C (“Unless the charter provides otherwise, all residents of the City sixteen (16) years of age or older shall be eligible for constituent status upon application; and each constituent shall have the same and equal rights and vote that every other constituent enjoys.”).
25 Constituency Bylaws art. III, §§ 1, 2.
26 SMC 3.110.280.C.
28 PDA Rules & Regulations, art. IV, § 2.
resolution.” Further, “special meetings of the Constituency may be held at any place at any time whenever called by the Chairman or any six members of the Council, or by petition of the Constituency chairperson or ten Constituency members.” There is no requirement that the meetings be in-person only, nor is there a prohibition on virtual meetings. While the Rules & Regulations provide that “[n]o member of the Constituency may vote on any business of the Constituency be [sic] proxy or mail,” art. IV, § 8, this is an attendance rather than physical presence requirement.

As many public entities have learned, one can attend, participate in, and vote at meetings via Zoom or other virtual platform with relative ease. Indeed, current law forbids in-person meetings of public entities. In response to the COVID-19 pandemic, Governor Inslee issued a series of Executive Orders prohibiting “conducting a public meeting subject to RCW 42.30 unless (a) the meeting is not conducted in-person and instead provides an option(s) for the public to attend the proceedings through, at minimum, telephonic access, and may also include other electronic, internet or other means of remote access, and (b) provides the ability for all persons attending the meeting to hear each other at the same time.” Thus, all meetings of the Constituency, whether regular or special, must be conducted remotely or at a minimum with a remote participation option. It is important to note, however, that nothing in the Executive Order changes notice requirements to the Constituency membership in advance of any meeting.

In the normal course, selection of Constituency representatives to the PDA Council take place every year at the July regular meeting of the Constituency. Nominees are nominated by a nominating committee (which itself is elected by the Constituency) or directly by the Constituency. In the event of a midterm Constituency-selected position vacancy on the PDA Council, the Constituency has two months to fill the vacant seat. The new representative “shall be appointed guy [sic] a majority of the Constituency present, and voting at its next regularly scheduled meeting.” If the Constituency fails to fill the vacant seat at a regularly scheduled meeting within two months, then the vacancy “shall be filled by the [PDA] Council.”

29 Id.
30 Id. § 3.
32 PDA Rules & Regulations, art. V.
33 Id.
34 PDA Rules & Regulations, art. I, § 2.
35 Constituency Bylaws art. IV, § 8.
Section III:

Key Presentations & Supporting Documents
Daystall Rules Review Schedule 2020

Updated February, 2021: Finishing 2020 process disrupted by COVID-19

PROPOSAL DEADLINE: Friday, January 10, 2020: Deadline for 2020 Rule Change Proposals
Completed proposal forms must be turned in to Daystall staff or to PDA Front Desk by 5:00 p.m. 2020 Daystall Rules Review Rule Change Proposal Forms available at PDA Front Desk, or for info for online availability use contact info below.

PACKET AVAILABLE: Friday, January 24, 2020: Distribution of Rule Change Proposals
Emailed to PDA Council members and available online and at PDA Front Desk for all other interested parties.

COMMUNITY MEETING: Thursday, February 6, 2020: Daystall Community Meeting
Classroom in the Economy Building, 5:00 p.m.; Daystall staff will present the rule change proposals and listen to initial community feedback.

1ST COUNCIL MEETING: Tuesday, February 11, 2020: Programs Committee of PDA Council
Short Presentation of Proposed Rules, 4:00 p.m.; Daystall staff will present a draft of proposed rule changes to Council members.

RESPONSE DEADLINE: Wednesday, February 19, 2020: Deadline for written responses
Daystall staff must receive responses to proposed Daystall Rule Changes by 5:00 p.m.

PACKET AVAILABLE: Wednesday, February 26, 2020: Final draft proposals distributed
Final draft proposals including staff recommendations emailed to PDA Council members and available online and at PDA Front Desk for all other interested parties.

2nd COUNCIL MEETING: Tuesday, March 10, 2020: Market Programs Committee of PDA Council
Presentation of Rules for Full Discussion, 4:00 p.m.; Public hearing on recommended changes to the Daystall Rules and Regulations. Postponed due to 2020 COVID-19 shutdown.

2nd COUNCIL MEETING (rescheduled): Tuesday, March 9, 2021: Market Programs / PDA Council
Presentation of Rules for Full Discussion, 4:00 p.m.; Public hearing on recommended changes to the Daystall Rules and Regulations.

Rules Presentation & Final Approval, 4:00 p.m.; Council will vote on the proposed recommendations for the 2020-2021 Daystall Rules & Regulations. Postponed due to 2020 COVID-19 shutdown.

Rules Presentation & Final Approval, 4:00 p.m.; Council will vote on the proposed recommendations for the 2021-2022 Daystall Rules & Regulations.

For more information: please contact David Dickinson at 206.774.5224 or davidd@pikeplacemarket.org
### 2020 Daystall Rules Review: Summary of Proposals with Final Staff Recommendations; 3/18/2021

"The 2020 Daystall Rules Review process was paused in March, 2020, due to the rapidly changing conditions of the 2020 COVID-19 Pandemic. That process was resumed in early 2021, including a presentation to Programs Committee on March 9, 2021, and the next new Daystall Rules Review process will tentatively be planned for 2022. Proposals that staff recommend adding to the Daystall Rules and Regulations are highlighted below in RED.

<table>
<thead>
<tr>
<th>Author</th>
<th>Representing</th>
<th>Affecting</th>
<th>Proposal</th>
<th>Staff Rec</th>
<th>Rationale</th>
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<tbody>
<tr>
<td>1 Jonathan Berner</td>
<td>Daystall Craftsperson</td>
<td>Daystall Craftspeople</td>
<td>Proposes restructuring of crafts list by adding 2 new lists with intent to incentivize more attendance.</td>
<td>Oppose</td>
<td>Staff appreciate the level of thought that went into this proposal, but disagree with some of the premises here included. Also, applying a system of this complexity would be extremely difficult administratively. A 6-day week requirement is problematic for crafts that have to replenish inventory after good sales, and would also necessitate agents which some craftspeople simply prefer not to use. The FDA Daystall Program prioritizes success of business and quality of craft over maximal frequency of attendance. In some respects this proposal would restore some aspects of the former Off Season List model, which staff and community worked very hard to improve on over the last several years. Also, bringing in new artists and craftspeople is an important ingredient in a vibrant and healthy craft program.</td>
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<td>2 Leanne Clarke</td>
<td>Daystall Craftsperson</td>
<td>Daystall Craftspeople</td>
<td>Proposes &quot;compassionate care leave&quot; for vendors</td>
<td>Support</td>
<td>This proposal essentially describes current staff practice as a discretionary extension of Medical leave as it is described in the current rules, and staff support the idea of specifying that practice in the rules. Staff will write this up as proposal &quot;2A&quot;. Please see staff draft of this rule as it would appear in context.</td>
</tr>
<tr>
<td>3 Barb Matteson</td>
<td>Daystall Craftsperson</td>
<td>Daystall Craftspeople</td>
<td>Proposes &quot;a medical bank of vacation weeks&quot;</td>
<td>Oppose</td>
<td>In addition to the difficulty of administering such a system, this proposal would both undermine seniority and the Meet the Producer principal while duplicating options already available to permit holders. Daystall Rules already provide a base 8 annual weeks of vacation, plus another week each year at vendors’ 20th and 25th anniversaries, plus the one-day-a-week option at vendors’ 30th anniversary, plus a very flexible need-based medical leave, plus other ways to generate extra vacation (Off Season Monday-Tuesday-Wednesday blocks, attendance credits for approved business education, program activity volunteerism, etc.), as well as offering an extremely flexible, updated Off Season attendance option. All of these benefits were added in roughly the last decade. And all of these options for time away from the Market must be balanced with the reality that &quot;Meet the Producer&quot; permit holder attendance is not only a trademark pledge that we make to our shopping public, but it is also the foundation of seniority at Pike Place Market, that earned benefit which allows one vendor to call table locations before others of lower seniority.</td>
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<td>4 Matt Phillips</td>
<td>Daystall Crafts Agent</td>
<td>Daystall Craftspeople</td>
<td>Proposes allowance of “tripling” on weekdays 1/1 through 3/30</td>
<td>Support with modification</td>
<td>Staff support, but only for Tuesday - Thursday between January 1st - March 31st based on the numbers from the past 5 years. 2021 will be the pilot year for this rule and we will revisit in January 2022. Staff will support this as an alternate proposal 4A.</td>
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<tr>
<td>No.</td>
<td>Name</td>
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<td>Proposes / Withdraws / Opposes</td>
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<td>5</td>
<td>Stuart Porteous</td>
<td>Daystall Craftsperson</td>
<td>Proposes sabbatical for vendors who reach their 30th or 35th year</td>
<td>Staff oppose this suggestion as redundant, because essentially the same allowance already exists in the Daystall Rules. The rule was proposed by Lee Strohm and approved in 2017, under the name of &quot;Exit Leave&quot;.</td>
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<td>6</td>
<td>Stephanie Shull</td>
<td>Daystall Craftsperson</td>
<td>Proposes allowance of &quot;secondary products&quot; in permitted merchandise guidelines</td>
<td>Staff see grounds for support of a carefully limited version of this proposal, but feel the complicated nature of the issues here require more time to properly design than is currently available. Also, in public comment received to date, this proposal was the source of much concern in terms of its possible impact on the Crafts Line. Staff therefore reverse their position and oppose this proposal. Staff will be seeking community input on some thorough evaluation of the the Daystall Program, including what challenges need to be addressed to support a successful Program future. Should issues related to this proposal emerge in this process, they could be better addressed in the 2021 Daystall Rules Review.</td>
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<td>7</td>
<td>Scott Chang</td>
<td>Daystall Farmer</td>
<td>Proposes adjustment in farmer weekly seniority for 30+ year vendors, incentivizing frequency of attendance</td>
<td>Staff supports this proposal as an incentive for farmer attendance. Staff would enforce this new point system one year after the rule change is approved. Please see staff draft of this rule as it would appear in context.</td>
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<tr>
<td>8-A</td>
<td>Sonja King</td>
<td>Daystall Farm Agent</td>
<td>Proposes change in weekly farmer seniority to incentivize year-round attendance</td>
<td>This rule lacks some necessary details to clarify how it would be integrated into the weekly farmer point system. Seasonal Farm products are an integral part of the daystalls, and many of them are not able to be a year-round presence.</td>
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<tr>
<td>8-B</td>
<td>Sonja King</td>
<td>Daystall Farm Agent</td>
<td>Proposes restricting “animals/pets” from “Dry Side and Mario” tables</td>
<td>Oppose as redundant; current rules do not allow animals behind the daystalls.</td>
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<tr>
<td>9</td>
<td>Joan Paulson</td>
<td>Member of the Public</td>
<td>Proposes change to map of Historical District currently in DSRR</td>
<td>The map currently in the Daystall Rules is the same as the version that was included in the most recent version of the Hildt-Licata Agreement. Given that the Hildt supersedes the Daystall Rules, the Daystall Rules should retain that map.</td>
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<tr>
<td>10</td>
<td>PDA Staff</td>
<td>PDA</td>
<td>Proposes change in product classification of dried flowers from Supplemental to Permitted</td>
<td>Support Staff support their own proposal</td>
<td></td>
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<tr>
<td>11</td>
<td>PDA Staff</td>
<td>PDA</td>
<td>Proposes Establishment of Auxiliary Products</td>
<td>Withdraw Following discussion at Programs on 3/9/2021, staff withdraw this proposal. Since the time that staff proposed this rule change in 2020, there has been turnover in program staff and subsequent re-evaluation of this proposal.</td>
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<tr>
<td>12</td>
<td>PDA Staff</td>
<td>PDA</td>
<td>Proposes 1-year trial Artisanal Food Products</td>
<td>Support with modification Staff support their own proposal, with modifications in response to public comment with adjusted timeline following 2020 COVID delays. Following the catastrophic 2020 COVID-19 pandemic and its economic impacts, staff froze Daystall table rates at the 2020 Off Season level, where they currently remain (2.28.2021). Staff will forego new proposed rate increases beyond the 2020 seasonal rate structure presently in place until Daystall Rules Review in 2022. Staff will evaluate on a season-by-season basis whether or not to advance from the current Off Season rates to the regular seasonal rate schedule.</td>
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<tr>
<td>13</td>
<td>PDA Staff</td>
<td>PDA</td>
<td>Proposes annual table rent increase, determining weekday rates relative to demand</td>
<td>Withdraw</td>
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Page 36
f. **Violation of Federal, State, and Local Laws and Ordinances:** No Daystall tenant shall conduct Market-related business in violation of any city ordinance or state law, including those related to consumer protection or public health and safety.

g. **Non-Transferability:** No Daystall permit or seniority position may be sold, traded, bartered or otherwise exchanged. Daystall permits are not considered to be property and are absolutely non-transferable. A Daystall tenant cannot own or operate a commercial business leasing space within the Market Historical District.

E. **Permit Holder Attendance Requirements**

1. **Minimum Permit Holder Attendance Requirements**

   a. **Farmers:** Any farmer employing an agent must sell in person at his or her rented Daystall at least one day in any week in which the agent sells for that farmer at the Market. The person selling as the farmer must be either the permit holder, an immediate family member or anyone actively involved in the cultivation of the farm.

   b. **Crafts:** In order to maintain a position on the seniority list, a permit holder (or his/her designated agent) must sell at the Market a minimum of two days each week. If on a Sunday, Monday, Tuesday or Wednesday a permit holder attends roll call and all permanent Daystall space and outdoor slabs have been assigned, the permit holder has the option of not setting up to sell and that day will count toward the two day attendance requirement, provided that the permit holder receives written verification from the Marketmaster at the end of roll call.

      1) In addition, the permit holder answering roll call in person may not employ an agent on one of these days and must spend his or her time actually selling at the Daystall and meeting the customer.

      2) Each member of a joint permit must fulfill these same requirements at least one day every two weeks.

      3) In order to sell on a Saturday, a permit holder or off season permit holder (or his/her designated agent), must sell at the Market a minimum of two weekdays preceding the Saturday on which he/she wishes to sell each week.

      4) Permit holders receive eight (8) weeks of vacation time per calendar year. During a week of a permit holder vacation, a permit holder may elect to work one weekday to qualify to sell on that Saturday, if he or she is not using an agent to sell for them Monday through Saturday during that week (agent may sell on Sunday).

         After a permit reaches a tenure of 20 years, an additional week of vacation will be earned each year. After 25 years, a second additional week of vacation will be earned each year.

      5) Art/craft permit holders can carry over up to, but no more than, eight (8) weeks of vacation time into the New Year.

      6) A crafts permit holder will be designated a Senior Crafts Permit Holder on their 30th anniversary date of selling at Pike Place Market. A Senior Crafts Permit Holder will only be required to sell at the Market one (1) day a week to maintain their position on the seniority list. They will still be required to sell at the Market a minimum of two (2) weekdays to sell on a Saturday.

      7) A permit holder may generate an additional vacation week by operating their business a consecutive Monday, Tuesday, Wednesday block in a week during the months of
January, February, or March. This week must include at least one day of attendance for the permit holder. Up to two such vacation weeks may be created in a given calendar year.

8) Recognized holidays for the Daystall Community will be Thanksgiving Day, Christmas Day, New Year’s Day, Memorial Day, the 4th of July, and Labor Day. Those weeks will constitute a one (1) day attendance week for the permit holder and also will only require one (1) weekday to be allowed Saturday set up.

9) Permit holders who work 88 attendance days or more in a given calendar year will have an additional 2 vacation weeks added to their total in the following year. (*Intent: this rule serves as reward to permit holders who greatly exceed the minimum attendance requirement, providing the public with more opportunity to “Meet the Producer”.*

c. **Attendance of Permit Holder:** For the purposes of a) and b) above, attendance requirements for the week will have been met when the permit holder (either farmer or crafts):

1) Is present at the time of table assignment that morning, and

2) Is present and selling at his/her day table for a minimum of five (5) hours, and

3) Is present while the booth/display is closed down at the end of the day.

OR, if the permit holder is a farmer,

4) Present and selling at his/her day table for a minimum of eight (8) hours, and is either present at the time of table assignment or when display is closed down at the end of the day.

d. Any variation from the above operation requirements must be approved in advance by the Marketmaster.

e. Sabbatical leave may be granted at the Marketmaster’s discretion. Sabbaticals are typically for twelve (12) months. Sabbaticals require a written request by the permit holder and written approval by the Marketmaster. The intent of a sabbatical is for further study of the permit holder’s art or craft. After 10 years of selling in the Market, craftspeople may request a one-time 12-month “Exit Leave”, which would preclude any additional Sabbatical or leave of absence. Permit holders shall not accrue seniority while on a leave of absence. Medical leaves of absence may be granted at the Market Master’s discretion for a period of time up to twelve (12) months. Medical leaves may be granted for serious illnesses or injuries which prevent permit holders from fulfilling their attendance requirements and require written documentation by a doctor attesting to the permit holder’s injury or illness. Permit holders requiring repeated or frequent excused absence from attendance for medical reasons may be required to review their attendance record with the Marketmaster and the outcome of this review will influence the Marketmaster’s decision regarding granting further medical leave.

Severe medical conditions requiring extended leave will be addressed on a case-by-case basis. Circumstantial factors will be weighed including severity of documented condition, tenure of the permit, and demonstrated effort of the tenant to meet their attendance requirements. Any person exceeding their approved leave of absence without prior written approval of the Marketmaster shall be considered to have abandoned their permit. Except in the case of approved extended medical leaves or extenuating circumstances, as determined by the Marketmaster, no crafts permit holder shall accrue seniority while on a leave of absence.

*Excused leave for medical caregiving may also be granted, as medical leave is described above, to permit holders needing to provide care to direct family members.*
a. The Authority may require any permit holder desiring to have a representative agent at a Market stall to file with the Marketmaster a copy of the contractual agreement between the farmer and the agent.

b. An agent may represent two permits on any given day. In order to qualify, farms cannot sell like products (ex. one agent cannot sell for two flower farms) and all attendance requirements for both farm permits must be met. Agents representing two farms will be granted three Daystalls, based on availability, and must obtain prior approval from the Marketmaster.

c. Any farmer employing an agent must sell in person at his or her rented Daystall at least one day in any week in which the agent sells for that farmer at the Market.

2. Craftsperson

a. An arts/crafts permit holder may employ an agent in order to sell his or her products.

b. The permit holder may file in writing with the Marketmaster the name of any designated agent authorized to represent the permit holder.

c. An agent may work for a permit holder during the permit holder’s absence, provided that the permit holder meets the requirements for selling a minimum number of weeks at the market as specified above.

d. An agent may represent only one or two permit holders on any given day. If an agent represents two permit holders, the agent may choose two Daystalls when the second number is called.

e. An agent may be allowed to work for a permit holder while the permit holder is on a documented medical leave of absence not to exceed nine weeks, provided that the Marketmaster receives documentation from a doctor stating the permit holder is able to continue to make his/her product but unable to work in the Market.

f. A craft permit holder may serve simultaneously as his or her own vendor and as a sales agent for another permit holder year-round. In choosing table space, the seniority of the less senior permit holder shall be recognized. This rule shall have no effect on attendance rules for permit holders.

1) From January 1 through March 31, of 2021, on Tuesdays, Wednesdays, and Thursdays, agents may call for three tables, or “triple”, in manner consistent with “doubling” procedure as described above. This shall be offered on a trial basis in the 2021 Off Season, to be re-evaluated in the 2022 Daystall Rules Review. The Marketmaster may restrict this practice for individuals who demonstrate an inability to properly manage 3 tables within the Daystall routine.

g. Permitted off-season permit holder must sell in person one day of any given week that the off-season permit is operated. Any week this condition is not met, all points accrued for that week will be lost, and is a violation of the rules.

H. Administrative Guidelines Regarding Enforcement of Rules

1. Enforcement and Sanctions

In cases where a rule violation has occurred or is occurring, it is the goal of PDA staff in enforcing Daystall Rules to achieve voluntary compliance by the tenant(s) upon request by the Marketmaster. In general, sanctions will be imposed only in cases where the tenant has not complied or the violation is recurring. Sanctions may be imposed by the Marketmaster, including remedial sanctions consisting of required reimbursement of the additional cost
Market. After Senior Farmers, all farmers having 5 base points at the start of the permit year shall have their choice of stalls, followed by farmers with fewer base points in each category.

e) After the first week of the permit year, a weekly seniority list shall be maintained, according to the number of base points plus the number of points earned for attendance by each farmer, up to a maximum of 7 total points. A farmer’s position on the weekly seniority list shall be determined by the number of base points that farmer is entitled to, plus one point for each day of attendance during the previous week. The seniority list shall remain constant for an entire week. Point ties will be broken by giving preference to the farmer who has sold at the Market longest.

f) All farmers are to notify the Marketmaster of what days they plan to sell in the Market at least one day ahead of time (no later than 12:00 PM the day before the Farmer plans to sell). Farmers may request a specific space reservation from the Marketmaster, but final table assignments in all cases shall be at the discretion of the Marketmaster. The Marketmaster will not reserve selling space more than a week in advance nor reserve space for more farmers than there is available space. All farmers are to notify the Marketmaster by 12:00 PM (noon) the day before Thanksgiving, Christmas, or New Year’s Day of intended attendance the day after Thanksgiving, Christmas or New Year’s Day.

g) A farmer who has not previously notified the Marketmaster and who shows up by the check in time will be assigned a space after all other farmers have been assigned a space, except on Fridays and Saturdays during the peak season, when a farmer who has not previously notified the Marketmaster and who shows up to sell will not be assigned table space. Farmers must be set up at their tables by 9:00 AM. At this time the Marketmaster may re-assign any empty tables. Any farmer who reserves a space and fails to appear may be charged twice the daily rental for that space.

h) In making table assignments during peak selling periods, the Marketmaster shall give priority for wet side tables to those growers selling products which require water, including but not limited to fresh fruit, produce, berries and flowers, and shall give priority for dry side tables to those farmers whose products do not require water, including but not limited to processed food items and dried flowers.

i) In all disputes over space allocation, the decision of the Marketmaster shall be final.

j) On their 30th anniversary date of selling at Pike Place Market, a farmer will be exempt from the weekly seniority point system. If farmers with 30 year seniority or longer sell at the Market for at least 180 days in the prior calendar year, they will receive one additional attendance point.

k) Continuous Family Permits: Where a permit has been consistently maintained by a family the seniority of that permit is based on the date on which the family started farming under that permit. For the purpose of these rules “family” will be defined as parent, child or spouse.

l) Continuity of Permits: If a Senior Farmer fails to obtain a farmer permit for one year, no penalty for total years of service will result. After two years of absence a Senior Farmer will drop to the bottom of the list of Senior Farmers. If a farmer goes for three or more years without a permit, however, that farmer’s descendants will not be allowed to assume that farmer’s place on the seniority list.
Daystell Rule Change Proposal Form 2020

Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystell Rules will be returned to author.

Name ___________________________ Date 1/10/2020

Contact info (for any clarification) ________________________________

You are (circle one):

Daystell Craftsperson  Daystell Busker  Daystell Farmer  PDA Staff

General Public  PPM Commercial Business  Other ________________________________

Proposal relates to (circle one):

Craftspeople  Farmers  Buskers  General  Other ________________________________

Proposed Daystell Rule Change: Please be as specific & concise as possible, continue on back if needed

Currently the Daystell Rules list dried flowers as supplemental farm products [B. Farm Products; 3. Supplemental Farm Products; 4) dried flowers]. Staff propose that dried flowers be moved from the supplemental products section to the Permitted Farm Products [B. Farm Products; 2.a) Permitted Farm Products as "Dried Flower Arrangements." ]

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

There is no significant difference between fresh flower bouquets sold at the market and dried flower bouquets. Both types of flowers are grown by the farmers and arranged into a value-added product (bouquets). Additionally, this change would allow farmers to sell bouquets in dry growing conditions if they lack irrigation at their farms.
APPENDIX C: A LIMITED TRIAL OF ARTISAN FOOD PRODUCER VENDOR PERMITS

Rule Change Proposal #12 first put forth in the 2020 Daystall Rules Review process proposed a new category of permitted local producers, as a limited pilot trial program, “Artisan Food Producers”, seeking to add to the product mix in the Market daystalls by including locally produced food products currently not permitted under the rules.

Intent:

From our experience with operating satellite farmers markets and our interaction with other contemporary farm and craft markets, we are aware of a growing trend in the variety and changing consumer demands for such products. The PDA has received increased numbers of requests to sell from this category of artisanal business. Artisanal food is consistent with the traditional use of Market space as defined in foundational documents such as the Market Charter and the Market Historical Commission Guidelines. As demand for space from food-producing farmers has decreased, demand for sales opportunity from such food producing artisans has increased.

Such vendors should not be allotted space preference as defined in the Hildt-Licata for farm-based food producers, but rather would be placed on the list consistent with craft seniority, based upon start dates, beginning at the end of the craft list with a nominal 4’ table allotment. Intent is to evaluate a trial of this artisan type as a proportionately small addition to the overall product mix. The addition to the Market will complement the identity of the Market as a place for new producer-entrepreneurs to incubate food businesses and will increase the variety of products on offer to our customers.

The new producer vendor category of “Artisan Food Producers”, would be a pilot trial program limited to approximately one year. These permits would be valid for approximately one year from their start date, with approval for continuation of their permit dependent on the outcome of evaluation of the success of the program in the 2023 Rules Review. The number of permits issued would be limited to no more than 10. Initiation of this program will not commence until the current transitional status of the Daystall Program in response to the COVID-19 pandemic reverts to its regular operations, anticipated to occur in late 2021 or early 2022.

Guidelines:

1. Permit holder must personally design, produce and package a value-added food product, in the state of Washington, using creativity and innovation in concept or recipe. These products are anticipated to be non-perishable packaged foods meant for take-home consumption and not prepared foods to be eaten on site.
2. Permit holder may not represent an independent operating business with an established retail store.
3. Products offered for sale under this category must be packaged, shelf stable and compliant with all health and sanitation codes.
4. No onsite refrigeration, heating or food preparation is permitted. Sampling and labeling are subject to requirements of the Seattle King County Health department as well as Daystall Rules and Regulations, with special emphasis on the “Non-Interference Clause”
as it relates to all practices including sampling and its impact on neighboring businesses. General impact of sampling practices for this trial will be evaluated and structured as needed under this clause.

5. Permits will be issued to vendors subject to a screening process supervised by the Market Master, and including a Farm Program staff and a Farm Permit holder, with emphasis on these key considerations:
   a. Creative use of ingredients, with priority given to use of Washington State agricultural products.
   b. Lack of duplication of any currently available product sold as a permitted farm product.
   c. Priority given to variety of products offered by applicant.
   d. Degree of innovation, complexity and emphasis on farm sourced ingredients in recipe.
   e. Overall presentation and demonstrated commitment of the permit holder to long term growth of their business.

6. The following will be considered reasons for denying an application for a permit for hand crafted foods:
   a. Production involves more than permit holder(s) and one assistant.
   b. Product is not shelf stable without heating or refrigeration.
   c. Product and method of merchandising is likely to be a disruption or interfere with the ability of other vendors to sell permitted merchandise in the open table settings (i.e. unusually strong aromas, oils or drips associated with product sampling or demonstrations, etc.).
   d. Material duplication of a product currently permitted for sale as a farm product (i.e. blackberry jam made from purchased berries compared to black berry jam produced by the permit-holder who grew and harvested the berries as a farm product).

Additional Guidelines:
Any additional requirements, procedures, stipulations, rules or regulations will be determined as part of this trial at Marketmaster Discretion in a manner consistent with existing Farm and Craft rules and regulations, and will be evaluated for long term inclusion in the Daystall Rules and Regulations in the 2023 Daystall Rules Review process.
Adoption of Daystall Rules and Regulations
March 2021

WHEREAS, the Pike Place Market Preservation and Development Authority (PPMPDA) was chartered by the City of Seattle pursuant to RCW 35.21.730 Et Seq. with the mission of promoting enterprises essential to the functioning of the Pike Place Market, including the preservation and expansion of the low-income residential community, the promotion and survival of small businesses, and the expansion of services to the public market and community; and,

WHEREAS, the PDA conducts an annual review of the Daystall Rules and Regulations; and

WHEREAS, in 2020 the Daystall Rules Review was interrupted and placed on hold as a result of the closure of the PDA Daystalls due to the COVID-19 (Coronavirus) pandemic; and,

WHEREAS, during the 2020 process the PDA had solicited and received suggestions from the Daystall community regarding rule changes and utilized those proposals for the 2021/22 review rather than initiating a new review; and

WHEREAS, the PDA staff held Daystall a community meeting in 2020 regarding the potential changes and have altered the initial proposed changes to Daystall Rules and Regulations based upon those meetings; and on March 9, 2021 the Market Programs Committee held an open public meeting that discussed and considered rule changes with opportunity for public comment.

NOW, THEREFORE BE IT RESOLVED that the PPMPDA Council hereby approves the following 2021 changes to the Daystall Rules and Regulations as noted in Exhibit A.

JJ McKay, Secretary/Treasurer
Date

Date Approved by Council:

For:
Against:
Abstained:
2020 Daystall Rules Review

Rule Change Proposal Packet, January 24, 2020

Contents:

- Full Schedule of 2020 Rules Review Events
- Summarized Index of 2020 Rule Change Proposals
- Scans of 2020 Rule Change Proposals
Daystall Rules Review Schedule 2020

PROPOSAL DEADLINE: Friday, January 10, 2020: Deadline for 2020 Rule Change Proposals
Completed proposal forms must be turned in to Daystall staff or to PDA Front Desk by 5:00 p.m.. 2020 Daystall Rules Review Rule Change Proposal Forms available at PDA Front Desk, or for info for online availability use contact info below.

 PACKET AVAILABLE: Friday, January 24, 2020: Distribution of Rule Change Proposals
Emailed to PDA Council members and available online and at PDA Front Desk for all other interested parties.

COMMUNITY MEETING: Thursday, February 6, 2020: Daystall Community Meeting
Classroom in the Economy Building, 5:00 p.m.; Daystall staff will present the rule change proposals and listen to initial community feedback.

1ST COUNCIL MEETING: Tuesday, February 11, 2020: Programs Committee of PDA Council
Short Presentation of Proposed Rules, 4:00 p.m.; Daystall staff will present a draft of proposed rule changes to Council members.

RESPONSE DEADLINE: Wednesday, February 19, 2020: Deadline for written responses
Daystall staff must receive responses to proposed Daystall Rule Changes by 5:00 p.m.

 PACKET AVAILABLE: Wednesday, February 26, 2020: Final draft proposals distributed
Final draft proposals including staff recommendations emailed to PDA Council members and available online and at PDA Front Desk for all other interested parties.

2nd COUNCIL MEETING: Tuesday, March 10, 2020: Market Programs Committee of PDA Council
Presentation of Rules for Full Discussion, 4:00 p.m.; Public hearing on recommended changes to the Daystall Rules and Regulations.

Rules Presentation & Final Approval, 4:00 p.m.; Council will vote on the proposed recommendations for the 2019-2020 Daystall Rules & Regulations

For more information: please contact David Dickinson at 206.774.5224 or davidd@pikeplacemarket.org
## 2020 Daystall Rules Review: Summary of Proposals

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Daystall Rule Change Proposal Form 2020

PROPOSAL 1

Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name: Jonathan Berner
Date: 1-10-20

Contact info (for any clarification)

You are (circle one):

- Daystall Craftsperson
- Daystall Busker
- Daystall Farmer
- PDA Staff
- General Public
- PPM Commercial Business
- Other ______________________________________

Proposal relates to (circle one):

- Craftspeople
- Farmers
- Buskers
- General
- Other ______________________________________

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

See Attached

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

See Attached
Restructuring of Seniority List
Proposed by Jonathan Bemer- Daystall Craftsperson - MJ Yams January 10th, 2020

| 1-199: Current Regular List (no change) | 200-299: Full Time List (work 6 days/week) | 300-399: Part Time List (identical to current regular list) | 400: Seasonal List |

Note: This has little to no impact on existing vendors. Regular list vendors will maintain their position. Seasonal vendors will have the added bonus of being able to move to the full time list and increase their seniority more quickly than before.

Proposed Daystall Rule Change (relating to craftspeople)
Restructure seniority system for vendors added to Regular List in the future to reward vendors whose businesses are present 6 or more days per week, 4 or more days per week during the off season without impacting current vendors.

Implementation:
Current regular list would become closed. It would be required to adhere to all rules and regulations of the part time list as rules are updated and changed in the future.

Two new lists would be added after the current regular list- Full Time and Part Time.

Part Time vendors would be identical to the current regular list for all intents and purposes. Their seniority number would begin with 300.

Full Time vendors would be required to adhere to all part time list rules AND
(1) complete at least 12 months in good standing on the Part Time List before moving to the Full Time List
(2) have business present at market 6 days per week (4 days per week during off-season)
Their seniority number would begin with 200.

Seasonal list vendors would begin with 400 but will effectively be in the same position that they are currently. They would also have the added bonus of being able to move up the seniority list more quickly if they chose to move their business to full time.

Rationale:
Incentivise businesses to work more often. Increase tourism by maintaining a vibrant market atmosphere with more vendors. Increase market revenues with greater attendance.
Reduce need for constant recruiting of vendors by increasing attendance of existing pool.
Although there will be an increase of administrative burden for the PDA, I believe it will be more than compensated for by increased attendance and revenues raised.
Daystall Rule Change Proposal Form 2020

PROPOSAL 2

Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name: Jeanne Clarke (Haileywine) Date: 1/6/2020

Contact info (for any clarification)

You are (circle one):
- Daystall Craftspeople
- Daystall Busker
- Daystall Farmer
- PDA Staff
- General Public
- PPM Commercial Business
- Other

Proposal relates to (circle one):
- Craftspeople
- Farmers
- Buskers
- General
- Other

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

As the Market Manager directs, compassionate care leave may be granted without substitution from vacation or to vendors who have demonstrable need to be absent due to caregiving responsibilities. The Market Manager may take into account various circumstances including demonstrable need, vendor history, including past attendance, compliance, account clarification, etc., in making the designation.

If denied, vendor has right to present case for appeal through Market appeal channels.

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

It is a reasonable and compassionate response that we hope all business entities (ie Pike Place Market) of like size to make for their worker population. Self-employed market vendors receive no benefits of paid vacation or paid sick leave. When a vendor needs to stay away for valid caregiving purposes, the vendor, esp those with minor agents, loses income and experiences hardship. The market loses nothing except rent for one business, which is an...
... infinitesimal fraction of market revenue. Of concern on one end are market vendors who have been contributing members of the community for years, and as they age they will face these dilemmas. The market should be giving to, and supportive of, people who have spent years as part of the community and who are part of the market identity.

But also there are younger/newer market vendors who are dedicated and reliant on their business income at the market. They also may face unplanned emergencies. Some are parents where unplanned events arise where they also must be caregivers.

For all of the above, all or at least some basic portion of their vacation time should be preserved. Caregiving is not vacation, and caregivers need vacation!!

Market master discretion allows some assessment & control for requests that might not be legitimate, or some control over some actors that might have a history of pushing boundaries by not in good faith abiding by market guidelines.

Market people rely on our market income and for the most part do not casually decide not to show up.

A vacation is perhaps a protection of a base number of vacation weeks.
Daystall Rule Change Proposal Form 2020

PROPOSAL 3

Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name: [Handwritten]  
Date: [Handwritten]

Contact info (for any clarification): [Handwritten]

You are (circle one):
- [Handwritten]
- [Handwritten]
- [Handwritten]
- [Handwritten]
- [Handwritten]
- [Handwritten]

Proposal relates to (circle one):
- [Handwritten]
- [Handwritten]
- [Handwritten]
- [Handwritten]
- [Handwritten]
- [Handwritten]

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

Establish a medical "bank" of vacation weeks not utilized by permit holders. It needs to be(accounted) and after vacation has been completed a permit holder can withdraw from the bank for up to one (1) year. The medical bank will be used for self-care or care of spouse/partner/significant other/family member. While utilizing the bank the permit holder can depending on weeks still in bank.

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

Across the country businesses and institutions establish medical banks for employees to utilize when needed. At Pike Place Market many permit holders do not use their accrued vacation but may only utilize eight (8) annual weeks into the new calendar year.
CHANGE cont.

... will not lose seniority. While utilizing the medical bank, the permit holder's product(s) may not be sold at Pike Place Market.

RATIONALE cont.

... losing any buffer for emergencies. A permit holder should not be penalized (lose seniority) because of an emergency. A permit holder should not endure the stress of production and selling but should be able to concentrate on medical care for self or loved one.
Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name: Matt Phillips

Date: 1/8/20

You are (circle one):

- Daystall Craftsperson
- Daystall Busker
- Daystall Farmer
- PDA Staff
- General Public
- PPM Commercial Business
- Other

Proposal relates to (circle one):

- Craftpeople
- Farmers
- Buskers
- General
- Other

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

Allow tripling (selling for 3 vendors) on weekdays from Jan 2nd - March 30th

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

There is plenty of table space so picking 3 spots together isn’t an issue. Allows more vendors the opportunity to be open when it is difficult to find agents to sell. More vendors equals more revenue from table rent to the PDA.
Daystall Rule Change Proposal Form 2020

PROPOSAL 5

Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name

Date

Contact info (for any clarification)

You are (circle one):

- Daystall Craftsperson
- Daystall Busker
- Daystall Farmer
- PDA Staff
- General Public
- PPM Commercial Business
- Other

Proposal relates to (circle one):

- Craftspeople
- Farmers
- Buskers
- General
- Other

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

I propose that at the 35 year mark (30 year even better) that one should be permitted a 1 year sabbatical regardless of any prior time off.

(or perhaps link it to the crafter’s age 60 or 65)

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

Life can be short
Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name: [Blank] Date: [Blank]

You are (circle one): Daystall Craftspeople Daystall Busker Daystall Farmer PDA Staff

General Public PPM Commercial Business Other __________

Proposal relates to (circle one): Craftspeople Farmers Busker General Other __________

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

Proposed a change in definition of “permitted merchandise” to allow sales of secondary or auxiliary products, designed by the artist, that do not fully meet the market handmade guidelines, but that would typically be allowed in other handmade craft venues. Such secondary or auxiliary products must complement the primary handmade products.

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

This rule change would meet customer demand (requests) to purchase an artist-designed small and durable item(s) reminiscent of the primary product. This rule change will expand the artists' marketing capabilities.
Daystall Rule Change Proposal Form 2020

PROPOSAL 7

Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020.
Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name ____________________________ Date 1/6/2020

Contact info (for any clarification)

You are (circle one):

Daystall Craftsperson Daystall Busker Daystall Farmer PDA Staff

General Public PPM Commercial Business Other _________

Proposal relates to (circle one):

Craftspeople Farmers Buskers General Other

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

When assigning tables to 30+ year farmers, point tiers will be broken by first giving preference to any farmer(s) who have sold over 75% of the total days that the market is open (272 days or more) during the previous

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

To encourage farmers who only sell during peak seasons to sell during shoulder seasons and promote the market's "meet the producer" ideology

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P: 206.682.7453 · F: 206.625.0646 · 85 Pike Street, Room 500 · Seattle, WA 98101
Proposed Daystar Rule Change:

Year, the second tie breaker will be determined by the original start date of the permit holder.
Daystall Rule Change Proposal Form 2020

PROPOSAL 8-A

PROPOSAL 8-B

Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name ___________________________ Date ____________

You are (circle one):

- Daystall Craftsperson
- Daystall Busker
- Daystall Farmer
- PDA Staff
- General Public
- PPM Commercial Business
- Other __________________________

Proposal relates to (circle one):

- Craftspeople
- Farmers
- Buskers
- General
- Other __________________________

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

- Make arrangements for Farmers who are present on a daily basis year round to keep their table of choice during the busy seasons.

- No animals/pets allowed at Dry Side and Mario. Animals have no business around farmer tables who are selling and sampling food products.

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

- A lot less confusing for everyone. Should encourage farmers to be present year round.

- Crafters are great but I don't appreciate having animals being pet around tables where food is being sold and sampled.

- Darush and Nicole agree.

- My pet peeve but is contingent with rules already in place.

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It makes me sad that some children are not allowed to be at the market but animals are. A lot of adults who work here grew up here. Children should be allowed to be with their parents over and above any animals.
Daystall Rule Change Proposal Form 2020

PROPOSAL 9

Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name: Joan Paulson

Date: 1-10-2020

Contact info (for any clarification):

You are (circle one):

- Daystall Craftsperson
- Daystall Busker
- Daystall Farmer
- PDA Staff
- General Public
- PPM Commercial Business
- Other: [Market Constituency]

Proposal relates to (circle one):

- Craftspeople
- Farmers
- Buskers
- General
- Other: [The correct boundary for the Historical District]

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

This document on page 52 is incorrect and does not show the correct boundary for the Market Historical District. I have submitted a corrected map.

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

The original Historical District was created by Federal Law in 1973. Please read the supportive documents. 20 pages.
Note:

The author of this proposal included 28 pages of documents concerning the boundary of the Pike Place Market Historical District, copies of which are available from PDA staff as hard copy or pdf file. To request copies please contact David Dickinson, Daystall & Arts Program Manager, at 206.774.5224 or davidd@pikeplacemarket.org.
Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name ___________________________  Date ____________
Contact info (for any clarification) ____________________________

You are (circle one):

- Daystall Craftsperson
- Daystall Busker
- Daystall Farmer
- General Public
- PPM Commercial Business
- Other ____________________________

Proposal relates to (circle one):

- Craftspeople
- Farmers
- Buskers
- General
- Other ____________________________

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

Currently the Daystall Rules list dried flowers as supplemental farm products [B. Farm Products; 3. Supplemental Farm Products; 4) dried flowers]. Staff propose that dried flowers be moved from the supplemental products section to the Permitted Farm Products [B. Farm Products; 2.a) Permitted Farm Products as "Dried Flower Arrangements"].

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

There is no significant difference between fresh flower bouquets sold at the market and dried flower bouquets. Both types of flowers are grown by the farmers and arranged into a value-added product (bouquets). Additionally, this change would allow farmers to sell bouquets in dry growing conditions if they lack irrigation at their farms.
Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name ___________________ Date ___________

Contact info (for any clarification)
206.682.7453

You are (circle one):
- Daystall Craftsperson
- Daystall Busker
- Daystall Farmer
- General Public
- PPM Commercial Business
- Other ___________________

Proposal relates to (circle one):
- Craftspeople
- Farmers
- Buskers
- General
- Other ___________________

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

Auxiliary Farm Products: Processed foods produced in accordance with these rules in which the main ingredient is not a permitted farm product. Such foods should contain as a key ingredient a permitted farm product and are intended to be secondary to the sale of permitted farm products. Such foods should never constitute more than 25% of table space, regardless of season, and will be approved at marketmaster discretion after consideration of a permit's full product line.

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

Allowing these products in limited capacity is consistent with the spirit of the existing rules allowing for supplemental farm products. Auxiliary products will allow farmers to expand their product offering while ensuring the focus of their table remains on permitted farm products.
d) Appropriate labels must be applied to all value added products, including name and place of business, a contact number, an accurate statement of quantity, and an ingredients list of each ingredient in descending order of predominance.

e) In all cases where processing of food occurs, the PDA must be in receipt of the farmer's food processor license as well as the annual inspection report of the facility they process in. This report may come from the county, the state, or the USDA.

3. Supplemental Farm Products

a) Intent: Farmers may sell certain products to supplement the sale of permitted products from their farming operation. The sale of supplemental products is intended to be secondary to the sale of permitted products and therefore certain restrictions apply. It remains the intent of the PDA to maintain preference in the allocation of selling space for all fresh produce and other edible farm products. Supplemental products must be produced by the farmer as specified in these rules and regulations. All supplemental products must meet or exceed the current craft guidelines for like products. The materials creating the product's significant value must be grown on land owned or leased by the farmer. Any processing to the product must be done by the farmer.

b) The following farm products are considered supplemental farm products and are permitted for sale at Market Dairystalls subject to certain restrictions:

1) Edible, non-cultivated foods (i.e. berries, mushrooms and other wild plant products) gathered by the farmer on his/her property or on a piece of land which s/he has verifiable permission to harvest. These products shall be limited to 50% of the farmer's table space at all times of the year.

2) Non-food seeds gathered or grown by the farmer on his or her land.

3) Beeswax and other non-edible bee products produced by bees tended by the farmer.

4) Dried flowers (effective April 1, 1992 for any new permits or approved addition of dried flowers to previous permit).

5) Literature written by the farmer relating directly to PERMITTED products sold by that farmer.

6) Auxiliary Farm Products: Processed foods produced in accordance with these rules in which the main ingredient is not a permitted farm product. Such foods should contain as a key ingredient a permitted farm product and are intended to be secondary to the sale of permitted farm products. Such foods should never constitute more than 25% of table space, regardless of season, and will be approved at Marketmaster discretion after consideration of a permits full product line.

7) Additional products produced by the farmer and subject to approval of the Marketmaster such as inedible processed items (i.e. soaps, oils, cosmetics, herbal pet products, lavender sticks, and similar products), ready to eat foods (juices in an open cup, roasted corn — anything served ready to eat, candy (including caramel apples, chocolate covered fruits) and baked goods.

8) Modified farm products: Any permitted farm product which has been artificially modified by the addition of color or other accessories but without significant handiwork. Examples of such products include but are not limited to the following: dried flowers which have been spray-painted or dyed, straw flower bouquets which utilize artificial stems, beeswax candles which have been colored.

9) Hand-crafted farm products: Arrangements of non-edible and edible farm products in which the primary value of the product is as a decorative, hand-crafted item. Examples of such products include, but are not limited to: dried floral arrangements fabricated entirely by the farmer and sold as wreaths or table centerpieces, braids or wreaths.
Daystall Rule Change Proposal Form 2020

PROPOSAL 12

Deadline for submission for 2019 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name __________ PDA Staff __________ Date __1/10/2020__

Contact info (for any clarification) _______________ 206-682-7453 _______________

You are (circle one):

- Daystall Craftsperson
- Daystall Busker
- Daystall Farmer
- PDA Staff
- General Public
- PPM Commercial Business
- Other ______________________

Proposal relates to (circle one):

- Craftspeople
- Farmers
- Buskers
- General
- Other ______________________

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

Create a category of permitted craft products as limited pilot trial program, “Locally Made Artisanal Food Products”, to provide an opportunity to add to the product mix in the Market daystalls to include food products currently not permitted under the rules.

Please see back page for additional details:

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

From our experience with operating satellite farmers markets we are aware of a growing trend in the variety and changing consumer demands for such products. The PDA is receiving increased numbers of requests to sell from this category of artisanal business. Artisanal food is consistent with the traditional use of Market space as defined in foundational documents such as the Market Charter and the Market Historical Commission Guidelines. As demand for space from food-producing farmers has decreased, demand from such food producing artisans has increased. Such vendors should not be allotted space preference as defined in the Hildt-Licata for farm-based food producers, but rather, consistent with craft seniority, beginning at the end of the craft list with a nominal 4’ table allotment. Intent is to evaluate a trial of this artisan type as a proportionately small addition to the product mix. The addition to the Market will further the identity of the Market as a place for new entrepreneurs to incubate food businesses and will increase the variety of products on offer to our customers.
Proposed Daystall Rule Change (continued):

The new craft category of “Locally Made Artisanal Food Products”, would be a pilot trial program limited to one year. These permits would be valid for no more than one year, valid from April 1, 2020 to March 31, 2021. This pilot will be evaluated in the 2021 Daystall Rules Review session. The number of permits issued would be limited to no more than 10.

Guidelines:
1. Permit holder must personally design, produce and package a value-added food product, in the state of Washington, using creativity and innovation in concept or recipe.
2. Permit holder may not represent an independent operating business with an established retail store.
3. Products offered for sale under this category must be packaged, shelf stable and compliant with all health and sanitation codes.
4. No onsite refrigeration, heating or food preparation is permitted. Sampling and labeling are subject to requirements of the Seattle King County Health department as well as Daystall Rules and Regulations, with special emphasis on the “Non-Interference Clause” as it relates to all practices including sampling and its impact on neighboring businesses.

Permits will be issued to vendors subject to a screening process supervised by the Market Master, and including a Farm Program staff and a Farm Permit holder, with emphasis on these key considerations:

1. Creative use of ingredients, with priority given to use of Washington State agricultural products
2. Lack of duplication of any currently available product sold as a permitted farm product
3. Priority given to variety of products offered by applicant
4. Degree of innovation, complexity and emphasis on farm sourced ingredients in recipe
5. Overall presentation and demonstrated commitment of the permit holder to long term growth of their business.

The following will be considered reasons for denying an application for a permit for hand crafted foods.

1. Production involves more than permit holder(s) and one assistant
2. Product is not shelf stable without heating or refrigeration
3. Product and method of merchandising is likely to be a disruption or interfere with the ability of other vendors to sell permitted merchandise in the open table settings (i.e. unusually strong aromas, oils or drips associated with product sampling or demonstrations, etc.)

4. Material duplication of a product currently permitted for sale as a farm product (i.e. blackberry jam made from purchased berries compared to black berry jam produced by the permit-holder who grew and harvested the berries as a farm product)
Daystall Rule Change Proposal Form 2020

PROPOSAL 13

Deadline for submission for 2020 Rules Review is 5pm on Friday, January 10, 2020. Please write legibly. Unreadable proposals or proposals that do not pertain to Daystall Rules will be returned to author.

Name _______________________________ Date 1/10/2020

Contact info (for any clarification) 206.682.7453

You are (circle one):

Daystall Craftsperson Daystall Busker Daystall Farmer PDA Staff

General Public PPM Commercial Business Other __________________________

Proposal relates to (circle one):

Craftspeople Farmers Buskers General Other __________________________

Proposed Daystall Rule Change: Please be as specific & concise as possible, continue on back if needed

Annual 3% table rent increase, with redistribution of weekday rates in relation to demand. Please see attached tables.

Rationale: Reason(s) why you think the rule should be changed, continue on back if needed

Annual table rent increase to help keep pace with rising costs of operation; 3% consistent with Commercial leases. Redistribution of weekdays in response to demand and changing trends of attendance.

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First table below shows 2019 table rates. Second table shows 2019 table rates with 3% across the board rate increase. Third table shows 2019 + 3% with adjustment and redistribution of weekday rates related to current trends in demand.

<table>
<thead>
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<th>2019 rates</th>
<th>offpeak</th>
<th>shoulder</th>
<th>peak</th>
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<tbody>
<tr>
<td>1 Sun</td>
<td>15.72</td>
<td>25.79</td>
<td>38.09</td>
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<td>2 Mon</td>
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<td>14.53</td>
</tr>
<tr>
<td>3 Tue</td>
<td>7.53</td>
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<td>6 Fri</td>
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<tr>
<td>2019 + 3%</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>1 Sun</td>
<td>16.19</td>
<td>26.56</td>
<td>39.23</td>
</tr>
<tr>
<td>2 Mon</td>
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<td>14.97</td>
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<tr>
<td>6 Fri</td>
<td>17.39</td>
<td>26.56</td>
<td>35.57</td>
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<tr>
<td>7 Sat</td>
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<tr>
<td>13</td>
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<td>23 $</td>
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</tr>
</tbody>
</table>

$ 7,347

Rounded \textit{with weekday rates redistributed related to demand: 2020 proposed rates.}

| 2019 + 3%  |         |          |      |
| 1 Sun      | 17.00   | 27.00    | 40.00|
| 2 Mon      | 8.00    | 14.00    | 15.00|
| 3 Tue      | 5.00    | 12.00    | 13.00|
| 4 Wed      | 5.00    | 12.00    | 13.00|
| 5 Thu      | 8.00    | 14.00    | 15.00|
| 6 Fri      | 17.00   | 27.00    | 40.00|
| 7 Sat      | 27.00   | 40.00    | 43.00|
| 13         | 16      | 23 $     | 1,573|

$ 7,568
103%
Section IV:

Consent Agenda Items
Authorization to Reimburse for HVAC Air Quality Upgrades at The Pink Door
March 2021

WHEREAS, the Pike Place Market Preservation and Development Authority (PPMPDA) was chartered by the City of Seattle pursuant to RCW 35.21.730 et seq. with the mission of promoting enterprises essential to the functioning of the Pike Place Market, including the preservation and expansion of the low-income residential community, the promotion and survival of small businesses, and the expansion of services to the public market and community; and,

WHEREAS, while it is the responsibility of the PDA to maintain and operate properties and for commercial tenants to fund upgrades to leased space, there are cases in which the PDA may negotiate with the tenant an allocation of cost, especially in the case the tenant improvement project provides long term capital upgrade and value to the PDA;

WHEREAS, the PDA has approved the tenant d/b/a The Pink Door to install major upgrades for mechanical ventilation systems in the dining areas of the restaurant to remedy air quality issues. Such improvements will provide lasting benefit to the property and are investments expected to return value to both tenant and PDA in increased business income; and,

WHEREAS, the cost of the completed work performed by Emerald Aire is $84,174.43 and PDA staff recommends that $20,000 of costs be reimbursed by the PDA.

NOW, THEREFORE, BE IT RESOLVED, the PPMPDA Council authorizes the PPMPDA Executive Director or her designee to provide payment to the tenant d/b/a The Pink Door restaurant in the amount of $20,000. The purpose of the payment is to assist with cost of project improvements described above.

Payment will be conditioned upon the tenant assuming all responsibility for on-going maintenance and operation of the equipment and that the PDA retains the option to assume ownership of these improvements for no further consideration at the termination of the tenancy of this business.

The funds for this project will be drawn from the PDA Capital Projects Reserve, GL 160260-00.

____________________________________ _______________________________  
JJ McKay, Secretary/Treasurer      Date

Date Approved by Council:
For:  
Against:  
Abstained:
# Lease Proposals
March 2021

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<th>Term</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
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<td>Five (5) Years</td>
<td>April 1, 2021</td>
</tr>
<tr>
<td>Olga Sagan</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

____________________________________ _______________________________
JJ McKay, Secretary/Treasurer Date

Date Approved by Council:
For:
Against:
Abstained:
Lease Summary

Date: March 2021

Business Name: Piroshky Piroshky Bakery, LLC d/b/a Piroshky Piroshky
Owner/Operator: Olga Sagan
Address/Building/Square feet: Stewart House / 1908 Pike Place / 704
Tenant Since: 1992
Primary Term: Five (5) Years
Option Term: Two Five (5) Year Options

Use Description: Russian specialty bakery featuring a selection of sweet and savory Russian pastries; food specialties including: borsch (sold fresh or frozen in bulk), red cossak, and baked cabbage rolls. Expansion to included additional prep area to support retail sales.
March 2021

WHEREAS, the Pike Place Market Preservation and Development Authority (PPMPDA) was chartered by the City of Seattle pursuant to RCW 35.21.730 et seq. with the mission of promoting enterprises essential to the functioning of the Pike Place Market, including the preservation and expansion of the low-income residential community, the promotion and survival of small businesses, and the expansion of services to the public market and community; and,

WHEREAS, the Pike Place Market PDA acquired title to the building commonly known as Heritage House at the Market by a transfer of ownership from the Seattle Housing Authority (SHA) in January 2016; and,

WHEREAS, with that transfer was an assignment and assumption of a lease agreements (Lease) executed between SHA and Providence Health and Services – Washington, d/b/a Heritage House a Washington non-profit corporation (Tenant) for Unit 2 of the PC-1 South condominium, effective January 1, 2013 and extending for a 10 year term through December 31, 2023; and,

WHEREAS, Section 7 of that Lease specifies that the Tenant is responsible for routine operating expenses of the building elevator but that owner of the property is to be responsible for capital expenses, including “repairs to the elevator;” and,

WHEREAS, the Tenant has informed the PDA that during a 5 year test and inspection, a deficiency in the elevator safety equipment identified a “Rupture Valve” requiring replacement; and,

WHEREAS, Heritage House received a proposal from Otis Elevator in the amount of $16,322.06 plus WSST; and,

WHEREAS, the PDA requires competitive pricing for projects in excess of $10,000 and is actively seeking additional bids; and,

WHEREAS, replacement of the hydraulic valve is necessary to provide continued safe operation of this elevator, the only one in this building, which serves the three story Heritage House senior housing building,

BE IT RESOLVED the Pike Place Market PDA Council authorizes its Executive Director or her designee to execute a contract with Otis Elevator Company or other qualified repair service to provide labor and materials necessary to correct this deficiency on an emergency basis, at the most competitive price in an amount not to exceed $20,000 including WSST.

The funding for this project is to be drawn from the PDA Capital Replacement Reserve GL 110630-00.

____________________________________ _______________________________
JJ McKay, Secretary/Treasurer      Date

Date Approved by Council:
For: 
Against: 
Abstained:
Section V:

New Business Items
Appointment of Vacant Constituency Council Position
March 2021

WHEREAS, the PDA Council, with the assent of the PDA Constituency, removed a Constituency selected member of
the PDA Council for persistent absences as authorized by the Rules and Regulations of the Pike Place
Market Preservation and Development Authority (Article 1, Section 3) pursuant to Resolution 21-05 of
January 28, 2021; and,

WHEREAS, the PDA’s Rules and Regulations and the Constituency’s Bylaws provide the procedure for filling the
vacancy with an appointee to serve for the balance of the term of the former member, specifically:

Article I, Section 2 of the PPMPDA’s Rules and Regulations (the “Rules”) provides, in relevant part, that “... If the selecting body has not selected another person as Council member to fill the vacant term described herein within two (2) calendar months from that body’s receipt of notice of said vacancy, the vacancy shall be filled by the Council ...”

Article IV, Section 8 of the Constituency’s Bylaws provides, in relevant part, that “... In the case of a vacancy officers shall be appointed by (sic) a majority of the Constituency present, and voting at its next regularly scheduled meeting.”1; and,

WHEREAS, the Constituency held two (2) “regularly scheduled meetings” within the 60 day period following the
vacancy at neither of which was the vacancy filled; and,

WHEREAS, pursuant to the PDA’s Rules and Regulations, the Council must now fill the vacancy itself; and,

WHEREAS, the Constituency had previously identified two (2) candidates for appointment to fill the vacancy: Joan Paulson and Nick Setten, a copy of their candidate questionnaire is attached as Exhibit A; and,

WHEREAS, the Council determined that it would choose between the Constituency’s two (2) nominees in filling the
vacancy; and,

WHEREAS, by a vote of ________ to _________, __________ was selected.

NOW THEREFORE BE IT RESOLVED that ____________ is hereby appointed to fill the vacant Constituency Council position
for the balance of the term, expiring June 30, 2022, subject to confirmation by the Seattle City Council.

______________________________________ ______________________________
JJ McKay, Secretary/Treasurer      Date

Date Approved by Council:

For:
Against:
Abstained:

1Constituency selected members of the PPMPDA Council are officers of the Constituency. Article IV, Sec. 1.
Pike Place Market Constituency 2021 Candidate Questionnaire

Name: Joan Paulson

Date: 3-5-2021

This questionnaire will help voters understand your reasons for seeking a Constituency position; your background, skills, experience; and your “vision” for the Market. There is no “correct” answer to any question. The Constituency values diversity of opinion.

Please indicate the position for which you are running.

Note: ALL positions require a familiarization with or willingness to learn Robert’s Rules of Order, the PDA Charter, and the Constituency Bylaws.

[ ] Chair - the Chair holds the leadership role of the Constituency Executive Committee and conducts meetings of both the General Assembly and the Executive Committee. Cannot be an employee, officer, or board member of the PDA (Preservation and Development Authority); MHC (Market Historical Commission); Merchant’s Association; or a recognized SIO (Special Interest Organization). The term length is two (2) years. Must attend a minimum of eight (8) General Assembly or Special Meeting(s) per year and eight (8) Executive Committee Meetings per year. Additionally, the candidate is required to have been a member of the Constituency for the entire preceding year to be eligible to stand for election to the position.

[ ] Vice Chair - the Vice-Chair is responsible for conducting meetings of the General Assembly and the Executive Committee in absence of or at the request of the Chair. Cannot be an employee, officer, or board member of the PDA (Preservation and Development Authority); MHC (Market Historical Commission); Merchant’s Association; or a recognized SIO (Special Interest Organization). The term length is two (2) years. Must attend a minimum of eight (8) General Assembly or Special Meeting(s) per year and eight (8) Executive Committee Meetings per year. Additionally, the candidate is required to have been a member of the Constituency for the entire preceding year to be eligible to stand for election to the position.

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[ ] Would you accept another position? (mark box if yes)

Section 1
Candidate’s Questionnaire
1. What is your connection to the Market?
2. How long have you been a constituency member? How many Constituency Meetings have you attended in the last 12 months? How many PDA council meetings have you attended in the last 12 months?
3. In your view, what are the biggest issues facing the PDA council at the moment and in the near future? Do you champion any special issue?
4. What can be done to increase participation of farmers, craftspeople, buskers and agents in market politics?
5. Representing the Constituency on PDA council means more than voting. What skills and strategies will you bring to council meetings to be a persuasive voice on the council?
6. We have a handful of committees. How would you feel about involvement in the a) Social Media Committee b) Legal Committee and/or c) Membership committee?
7. Would you be willing to render additional assistance if the need arose?

[Signature]
3-5-2021
CONSTITUENCY CANDIDATE PROFILE: Joan Paulson
CONSTITUENCY POSITION OF INTEREST: PDA Council Representative - PDA

Q: What is your connection to the Market?

A: My first visit to this Market was with my grandmother, when I was six. This Market reminded me of the Tacoma downtown Markets, that were being torn down, due to the Federally funded Urban Renewal project. I did not know the fate about this Seattle Market, then.

I was one of the five work study staff in the Summer of 1972 for the Pike Project Urban Renewal Office, under the City’s Department of Community Development (DCD). I worked with Alice Shorette digging through City records, newspapers, logging major events like fires and locating any City Ordinances, that related to this Market. I had work time with other staff, as they needed help for many different projects. I was invited back again in the Summer of 1973 and stayed until the Summer of 1979. I worked on the 312 Loan programs, which helped five private owners to rehabilitate six buildings, using a combination of public and private financing. I became the construction coordinator for the three year effort, to re-brick Pike Place and re-cobble stone Stewart and Virginia Streets, which construction could only happen between January to May 31 for two years. I wrote articles and provided photographs for the Market Newspaper for several years. I then joined the Market PDA in the Summer of 1979, as construction coordinator for the Cliff House, Sanitary Public Market and Stewart House buildings until 1983. From 1979 to 1990, I was the on-site apartment manager for the Fairmount Apartments at 1907 First Avenue. This was where I learned community building. I became a real estate agent in 1982 and have been working in property management for non-profits, commercial and residential building owners since. I am a third generation property manager, as both my grandmother and mother had been managers, with more than 112 years of family experience together. I received my degree in Urban Planning, in 1973 from the U. of WA.

As a citizen, I served on the Mayor’s Task Force for the 1985 Downtown Plan because I was the current president of the Denny Regrade Community Council. Much of the housing in the Belltown area today, is the direct result of this Community Plan, which was in opposition with Mayor Royer. It was City Councilmembers Jim Street and Norm Rice, who helped approve this Community based Plan. I was also on the Seattle Center Committee, that reviewed the proposal from the Disney Corporation, which was to turn the Seattle Center, into Disney North in 1988-89. City Council member Jeannette Williams, requested my committee participation because if something hinky was going to happen, I would know it and inform all of the members of the Committee. Because of the past conflicts between Royer and I, I was not allowed to attend any of the committee meetings with Royer. However, I was required to read and evaluate anything that Disney provided. If there were any issues, I was to explain the issues to the Committee members for actions/resolution. As the member of the Regrade Planning Committee, a Seattle Police officer was part of this effort. This effort outcome, created the Seattle Police Departments Bike Program (1986), which has received national and international attention.

Q: How long have you been a Constituency member? How many Constituency meetings have you attended in the last 12 months? How many PDA Council meetings have you attended in the last 12 months?
A: I became a member in 2006, after I had returned from a trip in Egypt. That trip expanded my interest in history and how the real history is often hidden. I became a At-Large position Board member in 2007 to fill a vacancy. I attend most all PDA Council meetings and many of the other committee meetings, depending upon the subject/content and time available. I believe if you attend a PDA meeting, it is best to make a public comment about the content to make the outcomes better.

Q: In your view, what are the biggest issues facing the PDA Council at this moment and in the near future? Do you champion any special issues?

A: There are several issues that need to be addressed every month about this Market and how the Market PDA, makes financial decisions:

Is this Market going to be Local or World Class? Can this Market be BOTH and HOW?

This Market is a Community NOW that needs to be ENHANCED and SUPPORTED in a more positive way. What steps can be taken to make this happen better?

This PUBLIC Market has a history that needs to be shared, debated and understood by the masses and USED to help make the PDA financial decisions, from a position of CONTEXT over time. Often, NO background information is provided in making many of the financial decisions. Often one only gets the smaller view (the project), without any understanding of the broader context.

How are we to measure the success or failure of this Market? Is it to be ONLY in dollars and cents OR common cents? Or BOTH?

I tend to express concerns with the bigger questions that no one in the room asks or wants to answer. With my understanding of Seattle’s 150 year history, my planning background and property management practice, I see the past, understand the current pivot points and continue to ask the harder questions, about the details of the meeting information. If you attend a PDA meeting, you need to not only state the problem, but also what some solutions are or can/need to be.

Q: What can be done to increase participation of farmers, craftspeople, buskers and agents in Market politics?

A: The way this Market works BEST is personal contacts, with people who want to be part of the task to make this a BETTER place for the GREATER good. We should not settle for the less than good standards, that has been part of the Market operations over the past 10+ years. We need to work together toward the Better and Best decisions, for this PUBLIC Market! Part of this effort is to evaluate where this Market is in its heath and hold Market PDA accountable for better outcomes, in their decisions. We also need to provide suggestions for alternative actions. The Market PDA has 107 staff that can and should be producing better outcomes, for the funds that are being spent. Did you know that Market PDA does not pay staff $15 per hour for wages? Did you know that maintenance, cannot find staff to work at these lower wages. This will mean that the buildings will continue to need more funds to be maintained at hundreds of thousands of dollars. This is the inside view for this Market that needs better outcomes. Market PDA’s name places Preservation first and ahead of Development for a reason. The operations of the PDA organization, does not live up to its name.

The outside view of this Market is to work with other like-minded organizations/people to better shape the directions for this Market by using/interacting with elected officials, general public and the press. This is
true for the First Avenue Trolley project (or FREE transit service within the Downtown), the Showbox Theater, the 103 Pike Street development or the Waterfront project (which will go on for the next 10 years at a cost of $1.1 billion). Even more projects will continue to be added to this list of economic Market pressures.

Q: Representing the Constituency on PDA Council means more than voting. What skills and strategies will you bring to council meetings to be a persuasive voice on the council?

A: This is a question is for a proposed PDA Council member. As a member AT Large, I come to each PDA meeting having read/studied the packet information, talked with other Market members, present the concerns and also action steps, that will move the issue to a better or best result/outcome. Unfortunately, to achieve directional changes at the PDA, one needs to state the same concerns for two to 4 years, at a time. However, this tenacity effort has been helpful to provide different outcomes, as these subjects are complex and the timing for change presents itself. I never take things personally and keep to the subject at hand.

Q: We have a handful of committees. How would you feel about involvement in the a) Social Media Committee b) Legal Committee and/or c) Membership Committees?

A: I have over the years, provided service for the Membership, Elections and Legal/Insurance Committees. I need to learn more about social media, to be more helpful. However, I understand the short comings for the current PDA media program for a 12 month time period. The PDA media program needs to spread the visitors, in ALL the Market areas, that needs to be explored, to better understand the Market’s secrets—the paths less traveled and known about. I am still wanting a robust program that serves the entire 12 months.

I wish to continue to write more about the hidden history about this Market, that one does not find in any books or publications. We need to share more to obtain the level of understanding, to bring people together for the betterment of this PUBLIC MARKET!!! The Market is Yours, as stated in 1907 and true today. Let us make the Market, a better community together!

Joan Paulson, currently Member At-Large, wishing to be of service, as a PDA Council Representative. 206-954-5074
March 5, 2021 Special Election
Pike Place Market Constituency 2020 Candidate Questionnaire
Name: Nick Setten

Date: 02/22/21

This questionnaire will help voters understand your reasons for seeking a Constituency position; your background, skills, experience; and your “vision” for the Market. There is no “correct” answer to any question. The Constituency values diversity of opinion.

Please indicate the position for which you are running.

Note: ALL positions require a familiarization with or willingness to learn Robert’s Rules of Order, the PDA Charter, and the Constituency Bylaws.

[ ] Chair - the Chair holds the leadership role of the Constituency Executive Committee and conducts meetings of both the General Assembly and the Executive Committee. Cannot be an employee, officer, or board member of the PDA (Preservation and Development Authority); MHC (Market Historical Commission); Merchant’s Association; or a recognized SIO (Special Interest Organization). The term length is two (2) years. Must attend a minimum of eight (8) General Assembly or Special Meeting(s) per year and eight (8) Executive Committee Meetings per year. Additionally, the candidate is required to have been a member of the Constituency for the entire preceding year to be eligible to stand for election to the position.

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[ ] Would you accept another position? (mark box if yes)

Section 1
Candidate’s Questionnaire

1. What is your connection to the Market? I have served on the Constituency Board since 2017, as Boardmember at Large, Vice Chair, and currently interim Secretary. Since 2011 I worked in the Market as a good tour guide, and worked with PDA leadership and others to develop the current rules and regulations regarding guided tours. I am an ardent follower of the Market’s history and story, and currently serve on the board for the Friends of the Market, on which I serve largely on the Education and Advocacy committees. I have created a number of different tours to access the history of the Market, including food tours, a self-guided tour of Market Architecture for HistoryLink, and a series of tours of the Down Under held by the PDA to bring attention to the Down Under for the Love in the Market event in Feb 2020. From 2019 until March 2020 I worked at the Market Information Booth. In 2017, I co-produced a unique exhibition of historical Market photographs taken by John Stamets, video of which can be found on YouTube. I love the Market, in particular the complex system of relationships it has throughout the city. This year we celebrate the 50th anniversary of the Seattle citizens’ demand that this Public Market stay Public, and I believe it is more important than ever to serve the Public by ensuring inclusivity in our organization. As some of you have seen from the production of our monthly newsletters over the last few years, we have made great strides in achieving this goal and I intend to continue to provide clear lines of communication between the meetings of the PDA and its Constituents.

2. How long have you been a constituency member? How many Constituency Meetings have you attended in the last 12 months? How many PDA council meetings have you attended in the last 12 months? I have served on the Constituency Board since 2017, and have attended all but two meetings in the last 12 months. Due to changing work situations on account of the pandemic I have been to fewer PDA meetings in the last year than I did prior to 2020.

3. In your view, what are the biggest issues facing the PDA council at the moment and in the near future? Do you champion any special issue? The PDA is in a unique position as it steers the Market through this latest chapter in the story of the pandemic. From what I have seen from other members of the Constituency Board, there continues to be a sense of fear and uncertainty regarding what is to come, and I hope to be able to work with the PDA in my role as your elected representative to collaboratively seek solutions. I have witnessed a skepticism that borders on hostility from the
Constituency in the past and I hope to be able to work through those regressive attitudes to help restore the public’s faith in the Constituency’s involvement in Market affairs.

4. What can be done to increase participation of farmers, craftspeople, buskers and agents in market politics? I believe that as your elected representative it will be my duty to make time to be accessible to all members of the Market community. One of our challenges has always been “how do you get someone to a meeting after an 8-12 hour day on the craftline?” I hope that by working together with my fellow elected representatives, we can take time to walk the craftline, check in with the shops in the Down Under and on Pike Place, and ask and answer questions. The other element of this is to continue to boost the signal about what the Constituency does, a goal that our recent episodes on the Pike Place Podcast helps to achieve. The PDA has been characterized as a villain for close to 50 years now, and I think this leads to a general lack of motivation around what kinds of changes citizen activists can achieve. I hope that by encouraging ideas, questions and accountability we can help inspire people to get involved in the democracy of the Market.

5. Representing the Constituency on PDA council means more than voting. What skills and strategies will you bring to council meetings to be a persuasive voice on the council? Having studied the history of the Market while also working in the modern Market, I believe I bring a unique perspective to Market leadership. I am also an avid note-taker, as evidenced in the last few months’ worth of published minutes. My strategy with the Constituency and other organizations I’ve been a part of is “How can I help?”, and I believe that proactively working with my peers to represent the wishes of the General Membership is the best way to strike a balance between healthy skepticism of the PDA’s actions, and some of the outright enmity I’ve seen to date.

6. We have a handful of committees. How would you feel about involvement in the a) Social Media Committee b) Legal Committee and/or c) Membership committee? I currently serve on the Constituency’s bylaws committee, which began in 2018 with a project to simply edit the existing bylaws so that they would be free of mis-spellings and typos. After no action for an extended period of time, in summer of 2020 this committee’s duty was amended to include a general review of the bylaws with an eye towards updating them for the current decade. In my capacity as Vice Chair, I ran the elections committee for the Constituency in 2019. I had a hand in the initial recommendation for a social media committee.

7. Would you be willing to render additional assistance if the need arose? Any time.
From: Karin Moughamer  
To: Karin Moughamer  
Cc: Mary Bacarella  
Subject: Letter to Pike Place Market Constituency  
Date: Wednesday, March 17, 2021 2:33:01 PM  
Attachments: Letter to Constituency Officers 03.17.21.pdf

Good Afternoon PDA Councilmembers,

Attached please find a letter that was emailed this afternoon to current officers of the Pike Place Market Constituency from PDA Council Chair Colleen Bowman.

If you have any questions please don’t hesitate to reach out to Colleen or Mary.

Cheers,
March 17, 2021

Constituency Officers
Pike Place Market Preservation and Development Authority Constituency
1501 Pike Place #328
Seattle, WA  98101

Dear Constituency Officers,

The purpose of this letter is to inform you that the Pike Place Market Preservation and Development Authority (the “PPMPDA”) Council (the “Council”) will select a person to fill the current vacancy in a Constituency-selected position on the PPMPDA Council occasioned by the removal of Alessandra (Ali) Mowry at its public meeting on January 28, 2021. As the PPMPDA Council Chair, I notified the Constituency of the vacancy at the meeting of the Executive Committee on January 28, 2021.

The process for filling Council member vacancies is prescribed in Article I, Section 2 of the PPMPDA’s Rules and Regulations (the “Rules”). That section provides, in relevant part, that:

“. . . If the selecting body has not selected another person as Council member to fill the vacant term described herein within two (2) calendar months from that body’s receipt of notice of said vacancy, the vacancy shall be filled by the Council. . . “

The Constituency’s Bylaws also address this matter. Article IV, Section 8 provides, in relevant part, that:

“In the case of a vacancy officers shall be appointed by (sic) a majority of the Constituency present, and voting at its next regularly scheduled meeting.”

Synthesizing the requirements of PPMPDA’s Rules with those of this Constituency’s Bylaws, it is clear that the Constituency must fill any Constituency-selected Council member vacancy at a “regularly scheduled meeting”. This was communicated to the Constituency Officers via email from PDA Executive Director Mary Bacarella on March 10. Although the Bylaws also specify that it do so at its “next” regularly scheduled meeting following notice of the vacancy, the PPMPDA Council’s authority to make the selection arises after two months of inaction. During the two months since the vacancy occurred, the PPMPDA Constituency had two regularly scheduled General Assembly meetings as which it could have filled the vacant term within that window: February 16 and March 16. At neither of these meetings was a replacement chosen. Consequently, as required under the PPMPDA’s Rules, the Council will vote to fill the vacancy at its regularly scheduled meeting on March 25, 2021. In view of the Constituency Executive Committee’s nomination of two candidates to fill the vacancy, it will be my recommendation

1 Constituency selected members of the PPMPDA Council are officers of the Constituency. Article IV, Sec. 1.
that the Council limit its choices to those same two persons in filling the vacancy for the balance of the term (expiring June 30, 2022).

Finally, the in-person only election the Constituency Executive Committee evidently has planned for filling the vacancy is unnecessary as the vacancy will be filled by the Council as required. Further, an in-person only election is contrary to the Governor’s executive orders on public meetings. Perhaps by July, we may know whether and how any election to fill the Constituency-selected seat for a term expiring June 30, 2021 may be conducted under public health guidance in place at that time.

Sincerely,

Colleen Bowman
Chair, Pike Place Market PDA Council

cc: Mary Bacarella, Executive Director PPMPDA
    Pike Place Market PDA Council

Attachment: Pike Place Market Governance Q&A
Pike Place Market PDA Governance and Constituency Elections FAQ

1. What are the Pike Place Market PDA’s governing documents and what is their relative hierarchy for the determination of any apparent conflicts among them?

The PDA is a creature of state and city law. Washington State law permits cities to establish “public corporations.” The City of Seattle has chosen to do so in its local laws through Chapter 3.110 of the Seattle Municipal Code (SMC). City law requires that a public corporation establish a Charter that “control[s] the affairs and operations of the public corporation.” The law also provides that a public corporation may enact rules and regulations that are “subordinate to and consistent with the charter.” City law and the charter define the scope of constituency’s role and powers, if any.

The PDA is a public corporation created under the above law. As such, it first must comply with applicable state and city laws, then with its Charter, then with its Rules and Regulations. In turn, the Constituency’s bylaws, if any, must be consistent with all of those. This hierarchy also determines the order of precedence if an apparent conflict arises.

2. What is the role of the PDA Council? Of the Constituency? More specifically, what is the Constituency’s role relative to the PDA Council? Does that role include general oversight by the Constituency of the PDA Council?

The PDA’s Charter specifies the roles of the PDA Council and Constituency. The PDA Council is the governing body responsible for “[m]anagement of all PDA affairs.” The Council also has the responsibility to “oversee the activities of corporate officers, establish and/or implement policy, and participate in corporate activities as prescribed by the charter….” The PDA’s corporate officers are responsible for managing the PDA’s “daily affairs and operations….“ Council concurrence by resolution is required in a number of specified areas, such as adoption of annual budgets and proposed charter amendments.

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1 See RCW 35.21.735-.759.
2 SMC 3.110.140.
3 SMC 3.110.220.
4 SMC 3.110.140.A.9, 140.B.3, .180.
5 Charter art. VII, § 1.
6 SMC 3.110.180.C.
7 SMC 3.110.180.B.
8 SMC 3.110.200; Charter art. VII, § 2.
The Constituency is “an organ of the PDA,” not an independent body. City law and the Charter provide that the Constituency fill two roles in the PDA’s structure. First, the Constituency selects one-third of the seats on the PDA Council. Second, the Constituency’s concurrence is required in six specific areas:

1. Any proposed amendments to the Charter;

2. Any proposed amendments to the Rules and Regulations of the PDA if said amendment deals with matters which are within the power and responsibility of the Constituency as set forth in this section;

3. Proposed amendments of the provisions of the Rules and Regulations governing procedures for meetings of the Constituency;

4. Annually fixing the compensation of Council members, if any, and the nature and limit of expenses incurred by Council members that may be reimbursed;

5. Election or selection of an independent auditor; and

6. Election of one member to the class of the Council membership expiring each year, as provided herein.

The Charter specifies specific vote requirements to reach “concurrence” on these issues.

The Council must report to, and receive advice, counsel or directions from, the Constituency at least quarterly. The Constituency officers, in turn, communicate with the Constituency membership on PDA issues.

The Constituency does not have oversight powers for the PDA beyond those specified above. The primary means of oversight is through their elected positions on the PDA Council and concurrence on specified issues. Washington law vests general oversight of the PDA in the City of Seattle, not the Constituency.

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9 Constituency Bylaws art. I, § 2.
10 SMC 3.110.180.
11 Charter art. VII, § 1.3(c). This selection is subject to confirmation by the City Council.
12 Charter art. VII, § 2.
13 Charter art. VII, § 3.
14 SMC 3.11.180.E.
15 RCW 35.21.745(1) (“Any city, town, or county which shall create a public corporation…shall provide for its organization and operations and shall control and oversee its operation and funds in order to correct any deficiency and to assure that the purposes of each program undertaken are reasonably accomplished.”) (emphasis added).
3. Is the Constituency Board subject to the requirements of Washington’s Open Public Meetings Act?

Yes. The PDA’s Rules & Regulations specify that “[a]ll meetings of the Constituency shall be held and conducted in accordance with Chapter 250, Laws of 1971, Extraordinary Session,” which is the Open Public Meetings Act.\(^\text{16}\) City law and the Charter specify meeting frequency and notice requirements and provide for special meetings.\(^\text{17}\) All Constituency meetings are open “to any member of the public.”\(^\text{18}\)

4. Are documents related to the Constituency subject to Washington’s Public Records Act? If so, are names and contact information of Constituency members subject to exemption due to privacy concerns?

All records of the PDA, including those created and retained by the Constituency, are subject to Washington’s Public Records Act, ch. 42.56 RCW (the “PRA”). City of Seattle law and the PDA’s Charter mandate adherence to the PRA. See SMC 3.110.290.B. (“[A]ny citizen shall have access to records and information of the public corporation to the same degree as a citizen enjoys to records and information of any agency of the City.”); Charter art. XII, § 2 (all records of the PDA are subject to state and city law); see also Constituency Bylaws art. I, § 2 (Constituency is an “organ of the PDA”).

The PRA is Washington’s open government and transparency law. In general, it requires prompt disclosure of all public records upon request.\(^\text{19}\) All information in public records is subject to disclosure unless specifically exempted by law.\(^\text{20}\) Failure of a public entity to abide by the PRA can result in legal liability and exposure to significant penalties and fees.\(^\text{21}\)

There is no general “privacy” exception to the release of records. Thus, personal information, such as name and contact information, routinely is subject to disclosure. The law provides for the withholding of specific private information only in certain circumstances. For example, employee and volunteer personal mailing addresses, phone numbers, and emails are exempt from production if they are held in “personnel records, public employment related records, volunteer rosters, or included in any mailing list of employees or volunteers of any public agency….\(^\text{22}\) Constituency members are not employees or volunteers. Certain individuals, however, may qualify under separate statutory exemptions on a case-by-case basis. As an example, Washington law has an address confidentiality program for victims of domestic violence, sexual assault, and stalking that requires participants‘ residential contact information be kept confidential.\(^\text{23}\)

\(^{16}\) PDA Rules & Regulations, art. IV, § 6. The Open Public Meetings Act is codified at ch. 42.30 RCW. Moreover, while not the “governing body” of the PDA, the Constituency Board may be a “committee thereof,” which similarly requires compliance with the OPMA. RCW 42.30.020(2).
\(^{17}\) Charter art. IX, § 4.3; SMC 3.110.310.
\(^{18}\) Constituency Bylaws, art. IX, § 4.
\(^{19}\) RCW 42.56.070(1)., §20.
\(^{20}\) RCW 42.56.070(1).
\(^{21}\) RCW 42.56.550.
\(^{22}\) RCW 42.56.250(4).
\(^{23}\) See ch. 40.24 RCW.
member believes their personal contact information is exempt from disclosure by law, then they should contact Karin Moughamer, the PDA’s public records officer, as soon as possible.

5. **Does the Constituency have the authority to redefine or create qualifications for its membership?**

No. City law and the Charter define who may be a member of the Constituency. “The Constituency of the PDA shall consist of its general membership, which shall be open to all persons sixteen years of age and over who shall pay dues, as provided in the Bylaws of the Constituency.”

In turn, the Constituency Bylaws set the dues at $1.00 per year and affirm that membership “shall be open to all persons sixteen years of age or older who is interested in the Pike Place Public Market.” Once a person meets these criteria, they are a member of the Constituency without further requirement.

6. **Does the Constituency Board have the authority to determine which Constituency members may vote in elections to determine its nominees for PDA Council membership?**

No. City law provides that “each constituent shall have the same and equal rights and vote that every other constituent enjoys.”

City law and the Charter provide for certain rules around voting, but they do not permit discretion in which members may vote in certain matters.

7. **Are Constituency elections to determine its nominees for PDA Council membership required to be held in-person? May the Constituency itself adopt such a requirement?**

Regardless, even were in-person voting required or merely customary, with in-person participation in public process constrained under COVID-19 public health guidelines, is the Constituency required to provide a voting accommodation for members uncomfortable with voting in-person under present circumstances?

The topic of “in-person” meetings has changed substantively over the past year due to COVID-19 restrictions. While many public entities, such as city councils and school boards, historically have required in-person meetings based on physical presence, those requirements evolved rapidly and universally due to common sense public health precautions and mandatory restrictions imposed by the Governor.

In general, “[r]egular meetings of the Constituency shall be held at least quarterly on the second Tuesday of each quarter at 6:30 p.m. at 85 Pike Street, Room 500, Seattle.” But “[t]he Constituency Executive Committee may alter such regular meeting time and place by

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24 Charter art. VIII, § 1; SMC 3.110.280.C (“Unless the charter provides otherwise, all residents of the City sixteen (16) years of age or older shall be eligible for constituent status upon application; and each constituent shall have the same and equal rights and vote that every other constituent enjoys.”).

25 Constituency Bylaws art. III, §§ 1, 2.

26 SMC 3.110.280.C.

27 See SMC 3.110.330,.340.

28 PDA Rules & Regulations, art. IV, § 2.
resolution.” Further, “special meetings of the Constituency may be held at any place at any time whenever called by the Chairman or any six members of the Council, or by petition of the Constituency chairperson or ten Constituency members.” There is no requirement that the meetings be in-person only, nor is there a prohibition on virtual meetings. While the Rules & Regulations provide that “[n]o member of the Constituency may vote on any business of the Constituency be [sic] proxy or mail,” art. IV, § 8, this is an attendance rather than physical presence requirement.

As many public entities have learned, one can attend, participate in, and vote at meetings via Zoom or other virtual platform with relative ease. Indeed, current law forbids in-person meetings of public entities. In response to the COVID-19 pandemic, Governor Inslee issued a series of Executive Orders prohibiting “conducting a public meeting subject to RCW 42.30 unless (a) the meeting is not conducted in-person and instead provides an option(s) for the public to attend the proceedings through, at minimum, telephonic access, and may also include other electronic, internet or other means of remote access, and (b) provides the ability for all persons attending the meeting to hear each other at the same time.” Thus, all meetings of the Constituency, whether regular or special, must be conducted remotely or at a minimum with a remote participation option. It is important to note, however, that nothing in the Executive Order changes notice requirements to the Constituency membership in advance of any meeting.

In the normal course, selection of Constituency representatives to the PDA Council take place every year at the July regular meeting of the Constituency. Nominees are nominated by a nominating committee (which itself is elected by the Constituency) or directly by the Constituency. In the event of a midterm Constituency-selected position vacancy on the PDA Council, the Constituency has two months to fill the vacant seat. The new representative “shall be appointed guy [sic] a majority of the Constituency present, and voting at its next regularly scheduled meeting.” If the Constituency fails to fill the vacant seat at a regularly scheduled meeting within two months, then the vacancy “shall be filled by the [PDA] Council.”

29 Id.
30 Id. § 3.
32 PDA Rules & Regulations, art. V.
33 Id.
34 PDA Rules & Regulations, art. I, § 2.
35 Constituency Bylaws art. IV, § 8.
Section VI:

PDA Committee Minutes
DUE TO THE EXTRAORDINARY PUBLIC HEALTH CIRCUMSTANCES RELATED TO THE ONGOING COVID-19 (CORONAVIRUS) OUTBREAK, PARTICIPATION IN THIS MEETING WILL BE VIRTUAL OR TELEPHONIC. ALL PDA COUNCILMEMBERS WILL PARTICIPATE REMOTELY.

Tuesday, March 9, 2021
4:00 p.m. to 6:00 p.m.
Location: https://us02web.zoom.us/j/84453904875?pwd=YmdKb1V3czFtMFZOektzbGt2RjVEZz09 OR Dial 253-215-8782, Meeting ID: 844 5390 4875, Passcode: 939923

Committee Members Present: Patrice Barrentine, Paul Neal, Mark Brady, Gordie McIntyre, David Ghoddousi, Colleen Bowman

Other Council Members Present: 

Staff/ Consultants Present: Mary Bacarella, Amy Wallsmith, Karin Moughamer, Tanya Sinkovits, Ivy Fox, David Dickinson, Carter Grant, Maggie Mountain, Chloe Knox

Others Present: Joan Paulson, Nick Setten, Patricia Gray

The meeting was called to order at 4:00 pm by Patrice Barrentine, chair.

I. Administration
   A. Approval of the Agenda
      The agenda was approved by acclamation.
   B. Approval of the Market Programs Committee February 9, 2021 Minutes
      The February 9, 2021 meeting minutes were approved by acclamation.

II. Announcements and Community Comments
    Joan Paulson commented that as high as 40% of Market tenants are not getting their leases renewed compared with 2019. If this trends continues in 2021 it will get as high as 50% of businesses without leases. She believes that puts an economic burden on the businesses for not being able to get a loan for their businesses. She wants to know why this is happening and what is being done in order to resolve the issue and something to consider for the marketing strategy.

    Patrice Barrentine noted she didn’t understand Joan Paulson’s comments but took it as a slight and asked staff to look into her comments.

III. Programs and Marketing Report
    Amy Wallsmith provided the following updates regarding marketing, advertising and upcoming programs:
    - Love in the Market was canceled due to snow and the shopping offer has been moved to March 20, Daffodil Day.
Small business webinar calendar will be released soon.
Starting Monday, March 8, Daystall and Farmers will be at open seven days a week.
Quarter 1 update will be reviewed at the April meeting.
She’s looking at some new things for advertising on YouTube and the Homegrown and Handmade programs. Also looking at advertising in the local neighborhood newspapers to see what the options are and whether it’s viable to add to the plan. Also evaluating advertising on NPR.

Colleen Bowman asked when the committee will hear more about the new website. Amy Wallsmith responded she’s trying to get everything prepared for the April meeting but it will most likely be in May.

Mark Brady asked what the chances are for having a live radio station at the Market. He commented that it boosts business at the Market. Amy Wallsmith responded the radio stations have very limited staff and their promotional staff are either furloughed or at very low levels. Stations now require a buy for location callouts but a lot of stations are offering that due to COVID-19.

David Ghoddousi commented that he likes the idea of advertising in the small neighborhood newspapers. He offered up a suggestion put forth by Councilmember Gordie McIntyre about celebrating different neighborhoods around Seattle and include incentives for these different neighborhoods to encourage them to shop the Market and also to reconnect with locals.

IV. Reports and Discussion Items
A. 2021 Programs Plan – Marketing, Daystall and Farm

Amy Wallsmith began by reviewing the lessons learned from 2020. Amy outlined the successes and challenges which include:

<table>
<thead>
<tr>
<th>Success</th>
<th>Social/Digital</th>
<th>Business Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Events/Programs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Love in the Market</td>
<td>Locals campaign</td>
<td>Small business online webinars</td>
</tr>
<tr>
<td>Drive thru Flower Fest</td>
<td>Handmade &amp; Homegrown</td>
<td>Educators Program</td>
</tr>
<tr>
<td>Pop-up Patios</td>
<td>Lunchtime Tunes with Market Buskers</td>
<td>Safety – Signage, installations, Safe Shopper Pledge, Tenant Alerts</td>
</tr>
<tr>
<td>Refract (virtual)</td>
<td></td>
<td>Small Business Recovery Fund</td>
</tr>
<tr>
<td>Special offer tent</td>
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<td></td>
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</tbody>
</table>

Challenges included the COVID-19 global pandemic, the new website was put on hold, the Education Program was put on hold and the new Co-op advertising program participation was lower than anticipated due to the pandemic.

Amy Wallsmith reviewed the Marketing strategy and goals. The strategy is to continue to navigate through the pandemic and begin the recovery process. The team will try to remain agile. The goals include:

<table>
<thead>
<tr>
<th>Goal 1</th>
<th>Goal 2</th>
<th>Goal 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continue to bring people to the</td>
<td>Continue to build a loyal</td>
<td>Continue to teach digital</td>
</tr>
</tbody>
</table>
Market, encourage them to shop local.

- Local-first marketing strategy
- Increase brand awareness

audience through the pandemic to engage with the Market businesses and carry on the tradition of Meet the Producer.

- Reassure the audience: Safety Messages
- Loyalty and Retention Marketing Program(s)
- Tourism Strategy (no cruise ships)

platforms and ecommerce to our commercial tenants, daystall/farm, and the community to strengthen the Market and our small businesses.

- Create opportunity
- Education: social media, ecommerce, new advertising, best business practices, etc.

Mark Brady would like to see more signage around the Market to help direct traffic to stores that are open on specific days. He would like to see more foot traffic in the Downunder. He noted the Rachel’s Ginger sign is a good example. Also, if the bathrooms are going to be closed we need to cover up those signs.

Paul Neal and Amy Wallsmith discussed what she meant under Goal 1 for increasing brand awareness.

Paul Neal asked if there is any data on audience loyalty. Amy Wallsmith responded no, but we might be able to pull some information from social media as we have a loyal social media following. Paul Neal thinks that would be interesting to explore.

Patrice Barrentine commented that Goal 1 made her think about trademark and the opportunities there.

Patrice Barrentine would like to learn more about the strategies for building loyal audiences. Amy Wallsmith responded staff are just starting to dive into this and are assessing tools available that will work for the Market.

Colleen Bowman suggested a passport program as a strategy for building loyal audiences.

Paul Neal asked if the new website allow for the ability to build in a digital platform to accommodate these strategies. Amy Wallsmith responded yes.

David Dickinson reviewed the Daystall Strategy and Goals. Daystall will monitor the emerging conditions related to COVID-19 and facilitate the safe re-opening of vendors and buskers returning from shutdown.

**Goal 4**
Receive returning vendors and buskers with thorough orientation while maintaining effective and updated program safety protocols.

**Goal 5**
Seek opportunities for vendor education and professionalization, utilizing and supporting professional growth of Pike Place Daystall.

**Goal 6**
Seek expanded sales and promotional opportunities and new vendor recruitment.
Paul Neal asked if there is anything being offered through the Foundation program that the Market is not offering. David Dickinson responded Daystall has been working together with the Foundation to find funding to help support the work of the small business educators and the classes being taught.

Ivy Fox reviewed the Farm Strategy which will be focused on re-stabilization and recovery. They will support the farm community by adapting previous farm programs and designing a farm season that reflects the needs and challenges of this season but also includes a longer term recovery and reinvestment in farmers through 2022.

<table>
<thead>
<tr>
<th>Goal 7</th>
<th>Goal 8</th>
<th>Goal 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Encourage farmers to diversify farm produce and bring it to our markets and CSA.</td>
<td>Farmer commitment and engagement in strategic plan through 2022 growing season.</td>
<td>Intentional engagement with farm community (educational and informative) to expand farm opportunities at Pike Place.</td>
</tr>
<tr>
<td>• Explore viability of 1-2 Express Farmers Markets in 2021 while continuing conversations for expansion in 2022.</td>
<td>• Pilot with interested farmers a seasonal extension of our CSA spring crops (2021) and potentially a winter (2022)</td>
<td>• Communicate changing demographic of shoppers at Pike (more local)</td>
</tr>
<tr>
<td>• Explore CSA pilot April/May with the Market Commons</td>
<td>• Reopening Markets 2022</td>
<td>• Encourage farmer/commercial tenant connections</td>
</tr>
<tr>
<td>• Explore year round CSA sustainability</td>
<td></td>
<td>• Street activation</td>
</tr>
</tbody>
</table>

Colleen Bowman commented that not having to commit to the whole CSA season was a great change and she heard positive feedback from the residential community.

Patrice Barrentine appreciates the long range look at planning for the CSA past one season.

David Dickinson reviewed the 2021 tactics for Daystall, which include:
• Ongoing provision of updated program safety protocols, returning vendor orientation until post-pandemic norm is established (Goal 4)
• Spring 2021 Zoom-based workshops on business taxes and Shopify (Goal 5 & 6)
• Fall business education modules for craftspeople and buskers (Goal 5 & 6)
• Position for post-COVID return to special events and promotional activities, including (Goal 6)
  o Refract 2021
  o Magic in the Market activities in Pavilion
  o Holiday Night Market(s)
• Follow up “return to normal” or re-opened crafts line with strategic new vendor recruitment (Goal 4 & 6)

Ivy Fox reviewed the tactics for farm, which include:
• Focus on farmers, buildings relationships and advocacy (Goal 7-9)
• Work with City, King Co Public Health, the Farmers Markets of Seattle, and other community partners to ensure the voices of Washington Farmers are heard and valued.

- CSA Expansion and Add-on (Goal 7 & 8): Look for ways to build on our current CSA success while offering more opportunities for shoppers to access Washington produce:
  - Pilot with the Commons “PikeBag”
  - Flower CSA viability assessment
  - Full flat berry add-on (July – Sept) assessment
  - Monthly Pantry Box assessment
  - FBx2Go

- Satellite Farmers Markets (Goal 8 & 9)
  - Assess viability with Farmers Market partners at Amazon and Virginia Mason
  - Review opportunities for Farmer support where markets are not viable.

- Celebration of WA produce and flowers (monthly/weekly) (Goal 7-9): In collaboration with Marketing and interested commercial tenants, identify and highlight a seasonal flower, fruit and vegetable that can be “celebrated” Market wide!

Paul Neal commented that he likes the celebration of WA produce and flowers and it ties into the overall Marketing of the Market.

Amy Wallsmith reviewed the tactics for PDA programs, which include:

- Core events/virtual events (Goal 1 & 2) with special offer tent present at all events:
  - Love in the Market
  - Mom’s Market Day/Flower Festival
  - Fall Festival – 50th anniversary of Save the Market
  - 26th Magic in the Market

- Pop-up Murals with Woodland Park Zoo in June (Goal 1 & 2)
- Daffodil Day, March 20 (Goal 1 & 2)
- Restaurant Week(s) (Goal 1 & 2)
- Holiday programming (Goal 1 & 2)
  - Santa at the Market
  - Special Offer Tent

- Local Campaign – Market commercials (Goals 1-3)
- PikeBox (Goal 1 & 2)
- And more!

Amy Wallsmith reviewed the tactics for the internal PDA programs, which include:

- Small business webinars (Goal 3)
  - Digital advertising plus How to Use Co-Op Advertising Dollars (Feb)
  - Learn about the new website (late April)
  - Multiple Ecommerce Sessions
    - Shopify (March)
  - Other tech focused & business education classes:
    - Social media refresh (Q2 or Q3)
    - Fraud prevention (Q2)

- Co-op Advertising Program (Goal 1 & 3) Five graphic updates throughout the year.
  - New Co-op Program Refresh
Colleen Bowman commented that she is intrigued to learn more about the Woodland Park Zoom program.

Paul Neal asked if the City has made any decisions about Pride. Amy Wallsmith responded she has not seen anything about whether a parade will happen. Paul Neal commented the Night Market associated with Pride in 2019 was a huge success and asked if this program is being considered for this year. Amy Wallsmith responded they will keep an eye on whether large groups can gather by that time.

Mary Bacarella added she has not heard about Pride and added that she is part of a Downtown Revitalization Work Group in which programs are shared and Pride has not been discussed yet.

Paul Neal asked what the typical timing of Restaurant Week is. Amy Wallsmith responded it’s usually in spring and staff have been discussing whether there’s a program that could be created to piggy back on Restaurant Week or to create a special Market program. Paul Neal suggested that the WA focused produce event could fall during restaurant week.

Mark Brady asked if there will be Veteran’s Day programming this year. Amy Wallsmith responded yes and it’s listed as a program on the calendar in this packet. It’s a smaller event that will include flag’s on the roof and will base programming on what is allowed under COVID-19 guidelines.

Patrice Barrentine commented that she appreciates the separation and breakdown of public versus internal programs.

Tanya Sinkovits reviewed the tactics for social media (Goal 1 & 3), including posts associated with Facebook, Instagram, Twitter, YouTube, TikTok / IG Reels and Pinterest.

Tanya Sinkovits reviewed the tactics for the new website (Goal 1 & 3). The tentative timeline for the website launch includes content population in February, design and function review in February, internal website testing in March and a tentative launch date of April.

- Robust Market Directory & Ecommerce
  - Businesses control their listing
  - Each listing links to businesses website to shop/ecommerce
  - Social media integration
  - Each listing features multiple photos, videos, and a spot to list specials
  - Each listing is searchable with an individual URL
- Trip Planner/Itinerary Builder
  - Allows visitors to create itineraries using directory listings
  - Itineraries can be saved and shared for their Market Day
- Mobile-Friendly & Accessible
  - Easily usable on a mobile device inside or outside the Market
- Interactive Market: easily usable on a mobile device inside or outside the Market.
New Council Portal: Streamlined and searchable website designed specifically for council information management. Look for more information and Council training soon.

Colleen Bowman offered to help test the new website.

Gordie McIntyre shared a question from a Constituency member who asked if the Market has ever considered building a game app. Gordie also noted that he found a Pike Place Market app in the app store and asked if that was created by the PDA. Amy Wallsmith responded she will look into the Pike Place Market app as it was not created by the PDA.

Amy Wallsmith reviewed the marketing public relations and outreach tactics.

Media Outreach (Goal 1 & 3)
- Press Release – formal event/story
- Event/Program Outreach – pitches surrounding events or storylines
- Weekly Market Pitches – weekly pitches highlight each Mark department and timely stories
- New website: story ideas – resources for journalists developing stories about the Market
- 50th Anniversary Keep the Market – pitches and press releases surrounding and supporting the anniversary

Q1 Story Focus
- The Market is Open – We are here.
- The Faces/Stories Behind Your Market
- Local Love
- Continue to adjust, pivot and change as the pandemic dictates

Concierge Program (Goal 1 & 3)
- Membership – expanding reach to target more buildings in the greater downtown
- Emails – monthly emails outlining how residents can utilize the Market and upcoming Market programs
- Concierge Open House (Q3)

Amy Wallsmith reviewed the tactics for Marketing – internal communication and safety

Internal Communication (Goal 3)
- Market Insider – bi-monthly newsletter with Market news including events, reminders and business anniversaries
- New Quarterly Report – end of quarter report showcasing the Market in the news and program recaps as well as important things they need to know.
- Tenant Alerts

Safety/COVID News (Goal 1-3)
- Safe Shopper Pledge – reinforcing this program to our businesses and shoppers
- Tenant Alerts

Amy Wallsmith reviewed the tactics for marketing – advertising (Goal 1-3)
Local Advertising Outreach (Jan-Dec)
- Strong video presence – broadcast and digital platforms
- Social/digital
- Search marketing
- Print/mailer (postcard)
- Retargeting strategy – April – December when new website launches

Parking Garage (Jan – December)
- Google AdWords
- Digital advertising

Support Core Events
- Social/digital (introducing retargeting strategy when new site launches)
- Exploring: Direct mail options

Support Farm and Daystall Programs (Feb – Dec)
- PikeBox
- Express Markets
- Various craft market programming

Website Launch (April – Dec)
- Social/digital advertising strategy
- SEO
- Google retargeting

50th Anniversary of Keep the Market (Aug – Nov)
- Social/digital advertising strategy
- Print

Holiday Shopping Campaign (Nov/Dec)
- Social/digital advertising strategy
- Print

Amy Wallsmith reviewed the tactics for marketing – partnerships (Goal 1-3) which include a list of local partnerships and partnerships for the 50th anniversary of Keep the Market.

Amy Wallsmith reviewed the tactics for marketing – trademark management (Goal 2). This includes update processes and agreements, create tracking system and new registration to increase protection.

Amy Wallsmith encouraged councilmembers to review the timeline that is included in the packet.

Paul Neal commented that he didn’t see in the tactics around the creation of a loyalty program. Amy Wallsmith responded that would be considered a new program and she anticipates conducting research in 2021 and by the end of the year outlining a plan for 2022.
Gordie McIntyre commented that in the waterfront program he hasn’t seen any signage connecting the Market to the waterfront. He suggested creating a new iconic Market sign that faces the waterfront to the west. Mary Bacarella responded she will share the plans for new signage that were in the works prior to COVID-19.

B. 2021/2021 Daystall Rules Review
David Dickinson began by providing an overview of the Daystall Rules Review, which takes place annual as outlined in the Hildt Licata Agreement. David reviewed the Daystall Rules schedule that started in January 2020 and is continuing now in March 2021.

David Dickinson reviewed the summary of proposals that were up for consideration in 2020 before the process was paused due to COVID-19. David reviewed each of the 13 proposals, including who presented the proposal, who the proposal affects, the proposal itself, staff recommendation and the rationale, all included in the meeting packet.

With regards to proposal 11, David and Farm Manager Ivy Fox are reviewing the proposal to allow the establishment of auxiliary products. Staff are trying to assess the original intent of the proposal as all farm staff that had worked on that proposal have left the farm department. If staff can’t identify the true intent then that proposal will be pulled.

Ivy Fox commented that she believes this proposal is about a processed food item with the main, key ingredient not from the farm, but does include secondary items from the farm. She gave the example of a farmer making a baked good in which the farmer does not grow the grain but does grow the fruit used in the baked good.

David Dickinson provided additional details with regards to Proposal 12 which proposes a 1-year trial of artisanal food products. This would be a very limited trial of 10 permits, roughly 5% of existing craft tables, and this is consistent with contemporary craft settings. The original proposal was slightly re-written after receiving public comment last year. There were four comments in support and 2 in opposition. Staff don’t anticipate starting this type of permit until January 2022.

Gordie McIntyre commented the records held in the Constituency office are filled with various changes in Daystall Rules throughout the years, especially during 1998 when the Hildt Licata was renewed.

David Ghoddousi commented he would like to know more about Proposal 11, the establishment of auxiliary products. David Dickinson noted that if staff cannot clarify the intent of the proposal, it will be pulled from this year’s process.

David Ghoddousi commented that it’s nice to see farmers participating in the Daystall Rules process.

Patrice Barrentine thanked David Dickinson for the proposal and now that councilmembers have heard the proposals they are ready for them to be presented at full council later in the month. If the proposal for auxiliary products remains, she suggests changing the word “auxiliary.”
V. Public Comment
Joan Paulson commented that the map for Daystall Rules on page 50 is a map of the Pike Place Market Historical District. It is incorrect along the southwest and north sides. This map is also incorrect in the 2018-19 Hildt Licata Agreement. If the intent is to put forward a different boundary line that is inconsistent with the historical district, this map does that. This map should be consistent with the historical district boundaries. Joan complimented the participation of activities in the marketing but January and February are still lack luster. She suggests asking the public what events they would like to see in those months.

VI. Concerns of Committee Members
Colleen Bowman asked if next month the committee could hear if there is a policy regarding Daystall proposals submitted year after year by the same person for which the same proposal is denied each year.

Gordie McIntyre commented that recently he’s met a lot of people visiting the Market from around the country and asked if we have reached out to people in Oregon, maybe advertising on a local Oregon NPR station.

VII. Adjournment
The meeting was adjourned at 6:04 p.m. by Patrice Barrentine, chair

Meeting minutes submitted by:
Karin Moughamer, Executive Administrator
Tuesday, March 16, 2021
4:00 p.m. to 6:00 p.m.
Location: https://us02web.zoom.us/j/86700855274?pwd=VlNNTWI2WUhUM3VURURRlz1ZVpzd09
OR dial +1 253 215 8782, Meeting ID: 867 0085 5274, password: 950532

DUE TO THE EXTRAORDINARY PUBLIC HEALTH CIRCUMSTANCES RELATED TO THE ONGOING COVID-19
(CORONAVIRUS) OUTBREAK, PARTICIPATION IN THIS MEETING WILL BE TELEPHONIC OR VIRTUAL. ALL
PDA COUNCILMEMBERS WILL PARTICIPATE REMOTELY.

Committee Members Present: Devin McComb, David Ghoddousi, Mark Brady, Paul Neal, JJ McKay, Ray
Ishii, Patrice Barrentine

Other Council Members Present: Gordie Mcintyre, Colleen Bowman

Staff/ Consultants Present: Mary Bacarella, Sabina Proto, Brady Morrison, John Turnbull, Erica Bates,
Amy Wallsmith, Karin Moughamer, Sarah Leaptrot, Susan Brems, Zack Cook

Others Present: Bob Messina, Nick Setten, Joan Paulson

The meeting was called to order at 4:02 pm by Devin McComb, Chair.

I. Administration
   A. Approval of the Agenda
      Devin McComb added under Section IV. Action Items, Proposed Resolution 21-14:
      Authorization for Contract Authority – Emergency Repair Work at Heritage House
      Residential Building.
      The agenda as amended was approved by acclamation.

   B. Approval of the Finance & Asset Management Committee February 16, 2021 Minutes
      The February 16, 2021 meeting minutes were approved by acclamation.

II. Announcements and Community Comments
    None.

III. Reports and Discussion Items
    A. Review of the PDA Financial Statements February 2021
       Sabina Proto began by reviewing the balance sheet. The unrestricted cash balance is just
       over $1M. It is less than January as we didn’t collect as much in rents in February. Out of the
       $2M approved by Council to spend out of the Minimum Operating Reserve, the PDA has
       used only half. Rental accounts receivable was less than January. Sabina Proto then
       reviewed the accounts receivable breakdown.
Sabina Proto reviewed the Operating Statement. Total revenue for end of February was approximately $2.3 million, over budget by $9,361. Total operating expenses was $1.8M, under budget by $305,297. Net result after debt service and reserve was $202,125. Rent credits were applied in February in the amount of $184,000. The next round of credits will be shown on the March statements.

*Colleen Bowman left the meeting at 4:10 pm.*

Sabina Proto continued by reminding the Committee the PDA financial statements include the LaSalle LLC. Total cash received in February was $1,074,930 and total cash disbursement was $1,080,349 plus $130,979 for debt service. Sabina reviewed the notes on the financial statements, highlighting that garage revenue is over budget by $18,000 and most expenses remain under budget. The last two weekends for parking has been really good with this last Saturday seeing 1,268 tickets pulled. The same time period in March 2020 had 457 tickets pulled and March 2019 had 1,151 tickets pulled. Sabina noted that the interest rates for the LGIP are very low, not surprising due to this is being a low risk investment. This might be a good time to build up a little more aggressive approach to PDA investments. Percent rent is under budget by $12,000. In March more funds will be spent on Capital Projects as some projects pick back up again.

B. Checking Account Activity Report February 2021
Sabina Proto provided Karin Moughamer with a copy of the February 2021 checking account activity report via email.

C. Capital Projects Update
Brady Morrison noted that several capital projects are going to begin shortly. First, there is a repair on the Sanitary west marque and that will start at the end of March. The proposal for the project came in under $10,000 however we solicited additional proposals but didn't get any further responses. The North Arcade window project will be restarting and there will be some stucco repair on the bridge. This work will be completed by SSI, who we’ve done a lot of work within the past. They are also doing the work on the new childcare playground.

Mary Bacarella commented that she is excited that we are able to start Capital Projects again.

IV. Action Items
A. Proposed Resolution 21-12: Authorization to Reimburse for HVAC Air Quality Upgrades at The Pink Door
Mary Bacarella introduced Proposed Resolution 21-12 which states:

WHEREAS, the Pike Place Market Preservation and Development Authority (PPMPDA) was chartered by the City of Seattle pursuant to RCW 35.21.730 et seq. with the mission of promoting enterprises essential to the functioning of the Pike Place Market, including the preservation and expansion of the low-income residential community, the promotion and survival of small businesses, and the expansion of services to the public market and community; and,
WHEREAS, while it is the responsibility of the PDA to maintain and operate properties and for commercial tenants to fund upgrades to leased space, there are cases in which the PDA may negotiate with the tenant an allocation of cost, especially in the case the tenant improvement project provides long term capital upgrade and value to the PDA;

WHEREAS, the PDA has approved the tenant d/b/a The Pink Door to install major upgrades for mechanical ventilation systems in the dining areas of the restaurant to remedy air quality issues. Such improvements will provide lasting benefit to the property and are investments expected to return value to both tenant and PDA in increased business income; and,

WHEREAS, the cost of the completed work performed by Emerald Aire is $84,174.43 and PDA staff recommends that $20,000 of costs be reimbursed by the PDA.

NOW, THEREFORE, BE IT RESOLVED, the PPMPDA Council authorizes the PPMPDA Executive Director or her designee to provide payment to the tenant d/b/a The Pink Door restaurant in the amount of $20,000. The purpose of the payment is to assist with cost of project improvements described above.

Payment will be conditioned upon the tenant assuming all responsibility for on-going maintenance and operation of the equipment and that the PDA retains the option to assume ownership of these improvements for no further consideration at the termination of the tenancy of this business.

The funds for this project will be drawn from the PDA Capital Projects Reserve, GL 160260-00.

JJ McKay moved the proposed resolution and Patrice Barrentine seconded the motion.

David Ghoddousi asked how much the PDA has invested in The Pink Door and their success. John Turnbull responded the last significant investment with them what when The Pink Door expanded into the west half of the building which cost her over $1M. The PDA contributed the costs associated with the bathrooms which cost roughly $250,000. The PDA recovered the funds through percentage rent through the expansion of her business. The PDA also helped with repairs on her deck roughly 10 years ago. John Turnbull added that a recent example of tenant improvements was for Il Bistro and the PDA assisted with roughly 25% of the costs associated with fixed improvements to the building.

Devin McComb asked for clarification on the project, summarizing that this improvement isn’t tailored to this tenant but allows for increased air filtration in a post COVID world. John Turnbull responded yes, this is a significant improvement to the HVAC units which previously did not have air filtration and will be a benefit to any tenant in the future.

Devin McComb asked if Emerald Aire has done similar work in the Market. John Turnbull responded yes.

John Turnbull responded The Pink Door is responsible for maintenance costs and the unit stays with the building if she moves out.
For: Devin McComb, David Ghoddousi, Mark Brady, Paul Neal, JJ McKay, Ray Ishii, Patrice Barrentine
Against:
Abstain:

Proposed Resolution 21-12 passed by a vote of 0-0-0

Brady Morrison introduced Proposed Resolution 21-14 which states:

WHEREAS, the Pike Place Market Preservation and Development Authority (PPMPDA) was chartered by the City of Seattle pursuant to RCW 35.21.730 et seq. with the mission of promoting enterprises essential to the functioning of the Pike Place Market, including the preservation and expansion of the low-income residential community, the promotion and survival of small businesses, and the expansion of services to the public market and community; and,

WHEREAS, the Pike Place Market PDA acquired title to the building commonly known as Heritage House at the Market by a transfer of ownership from the Seattle Housing Authority (SHA) in January 2016; and,

WHEREAS, with that transfer was an assignment and assumption of a lease agreements (Lease) executed between SHA and Providence Health and Services – Washington, d/b/a Heritage House a Washington non-profit corporation (Tenant) for Unit 2 of the PC-1 South condominium, effective January 1, 2013 and extending for a 10 year term through December 31, 2023; and,

WHEREAS, Section 7 of that Lease specifies that the Tenant is responsible for routine operating expenses of the building elevator but that owner of the property is to be responsible for capital expenses, including “repairs to the elevator;” and,

WHEREAS, the Tenant has informed the PDA that during a 5 year test and inspection, a deficiency in the elevator safety equipment identified a “Rupture Valve” requiring replacement; and,

WHEREAS, Heritage House received a proposal from Otis Elevator in the amount of $16,322.06 plus WSST; and,

WHEREAS, the PDA requires competitive pricing for projects in excess of $10,000 and is actively seeking additional bids; and,

WHEREAS, replacement of the hydraulic valve is necessary to provide continued safe operation of this elevator, the only one in this building, which serves the three story Heritage House senior housing building,
BE IT RESOLVED the Pike Place Market PDA Council authorizes its Executive Director or her
designee to execute a contract with Otis Elevator Company or other qualified repair service
to provide labor and materials necessary to correct this deficiency on an emergency basis, at
the most competitive price in an amount not to exceed $20,000 including WSST.

The funding for this project is to be drawn from the PDA Capital Replacement Reserve GL
110630-00.

JJ McKay moved the proposed resolution and David Ghoddousi seconded the motion.

Mark Brady asked if this is the only elevator in the building and is it still currently being used.
Brady Morrison responded yes, it is the only elevator and it is still in use. It will be shut down
for a couple days during the repairs.

Mark Brady asked if there is a plan to help the residents in the building if the elevator is shut
down. Brady Morrison responded that would be up to Heritage House. Mary Bacarella added
this is not a PDA residential building so it would be up to Providence to have a contingency
plan.

Devin McComb appreciates how quickly staff put this together given the issue just
presented itself today.

David Ghoddousi commented that he too appreciates the staff working hard to bring this
today and to try to facilitate finding other bids.

For: Devin McComb, David Ghoddousi, Mark Brady, Paul Neal, JJ McKay, Ray Ishii, Patrice
Barrentine
Against:
Abstain:

Proposed Resolution 21-14 passed by a vote of 7-0-0

V. Property Management Report
   A. Residential Property Management Report

   John Turnbull began by noting staff have been putting extra effort into turning over vacant
units and the vacancy rate is beginning to drop. A residential manager resigned to take care
of some family issues so current staff are being reassigned to residential buildings while a
replacement for this vacancy and other staff vacancy are filled. Meal deliveries continue,
BINGO is coming back in April and staff helped facilitate a vaccine clinic last week. Staff
continue to receive training on responding to COVID. A couple HUD review audits will take
place in the next month.

   Devin McComb noted that Mayor Durkin extended the residential eviction moratorium until
June 30, 2021. He noted there are two studies recently released about evictions and the
process and can share them for anyone interested.
VI. **Public Comment**
Bob Messina commended the committee and PDA staff on all the reports which are educational for him. It provides him the knowledge of how the Market is operating. He currently finds it a vibrant place compared to the rest of Seattle. He appreciates all the hard, thoughtful work and respectful conversations that everyone is having.

Joan Paulson commented that she had hoped to receive a report on the amount of leases that have not been signed comparing 2019 to 2020. She would like to understand the answer to that question in a future meeting. Her evaluation comparing 2019 to 2020 is that 30% of the businesses don’t have leases and it’s hard for them to get a loan. She is thankful that Capital Projects are starting and that revenues are increasing at the Market.

VII. **Closed Session**
*The Committee Chair stated that the committee would go into closed session at 4:49 p.m. to discuss the property management report and return into open session at approximately 5:20 p.m.*

*The committee entered into closed session at 4:50 p.m.*

A. Property Management Report
B. Review of Lease Proposals
   Lease Renewal – Piroshky Piroshky, 1908 Pike Place
   Vacancy Report
   i. Current Lease Negotiations

*The committee entered into open session at 5:38 p.m.*

*The committee discussed the property management report which included the delinquency and vacancy report along with the current commercial lease negotiations during the closed session.*

VIII. **Open Session/Action Items**
A. **Proposed Resolution 21-13:** Lease Proposals March 2021
   Devin McComb introduced Proposed Resolution 21-13 which states:

<table>
<thead>
<tr>
<th>Tenant</th>
<th>Term</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Piroshky Piroshky</td>
<td>Five (5) Years</td>
<td>April 1, 2021</td>
</tr>
<tr>
<td>Olga Sagan</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

   Paul Neal moved the proposed resolution and David Ghoddousi seconded the motion.

   For: Devin McComb, David Ghoddousi, Mark Brady, Paul Neal, JJ McKay, Ray Ishii, Patrice Barrentine
   Against:
   Abstain:

   Proposed Resolution **21-13** passed by a vote of 7-0-0
IX. Resolutions to be added to the Consent Agenda

- Proposed Resolution 21-12: Authorization to Reimburse for HVAC Air Quality Upgrades at The Pink Door
- Proposed Resolution 21-13: Lease Proposals March 2021

X. Concerns of Committee Members

Mark Brady would like to receive a notification when bathrooms are open in order to tell customers where to go.

XI. Adjournment

The meeting was adjourned at 5:43 p.m. by Devin McComb, Chair.

Meeting minutes submitted by:
Karin Moughamer, Executive Administrator
Wednesday, March 17, 2021
4:30 p.m. to 5:45 p.m.

Location: Join Zoom Meeting:
https://us02web.zoom.us/j/88234771353?pwd=VDcweXoxSUhTckVHaHY2dXBSYlMzUT09
OR dial +1 253 215 8782 US (Tacoma), Meeting ID: 882 3477 1353, Passcode: 914010

DUE TO THE EXTRAORDINARY PUBLIC HEALTH CIRCUMSTANCES RELATED TO THE ONGOING COVID-19
(CORONAVIRUS) OUTBREAK, PARTICIPATION IN THIS MEETING WILL BE TELEPHONIC OR VIRTUAL. ALL PDA
COUNCILMEMBERS WILL PARTICIPATE REMOTELY.

Committee Members Present: Colleen Bowman, Devin McComb, Mark Brady, David Ghoddousi, Patrice
Barrentine

Other Council Members Present: Gordie McIntyre

Staff Present: Mary Bacarella, Karin Moughamer

Others Present: Bob Messina, Joan Paulson, Jerry Baroh, Betty Halfon, Carol Wolfe

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

I. Administration
   A. Approval of the Agenda
      The agenda was approved by acclamation.

      Approval of the January 20, 2021 Executive Committee Meeting Minutes
      The January 20, 2021 Executive Committee Meeting Minutes were approved by acclamation.

II. Announcements and/or Community Comments
Joan Paulson commented that she received a letter from Colleen that states the PDA Council will be
filling the Constituency vacancy at their March 25th meeting. Joan also noted that she received a
document written by Gerry Johnson that talks about meetings and not one word about elections. She
believes this is undermining the public process in the Market for this process to be changed.

Carol Wolfe, a former vendor in the Market and currently a resident, made a complaint about a person
that comes onto the property 4-5 times a week and threatens people with a bullhorn. Eventually
security will escort this person from the property. She noted that behavior is not conducive to someone
coming to the Market and having a good afternoon. She would like stronger enforcement of the use of
bullhorns and people making threats.

III. Council Chair Report
Colleen Bowman addressed the comment made by Carol Wolfe. There are rules for amplified sound at
the Market. The Director is on the call and will take your comment into consideration.
Colleen Bowman congratulated Gordie McIntyre, Abraham Dairi and Gundeep Singh on confirmation, or reconfirmation in her case, by City Council, which took place on March 15th.

Colleen Bowman noted that Gundeep and Abraham will now need to be added to committees. Colleen, per the policies, conferred with Committee chairs to determine committee assignments. In order to not change the committees too much, Patrice Barrentine has offered to step down from Finance & Asset Management Committee and Colleen will step down from Market Programs.

Colleen Bowman moved that Patrice Barrentine is removed from FAM, Colleen Bowman is removed from Programs and that Gundeep Singh is added to FAM and Abraham Dairi is added to Programs. Patrice Barrentine seconded the motion.

David Ghoddousi asked for a friendly amendment adding Gordie McIntyre to the Finance & Asset Management Committee. He commented that with only two committees the committee size should increase and that we should be providing opportunity for anyone to participate and have a vote if we can.

Devin McComb asked for clarification on what motion is being considered.

David Ghoddousi reiterated his motion to add Gordie McIntyre to the Finance & Asset Management Committee and noted his reasoning for increasing committee size and to encourage participation from councilmembers.

Colleen Bowman asked if the committee is discussing the new motion on the floor. Karin Moughamer responded yes, and there needs to be a second for the new motion to be discussed.

Mark Brady seconded the motion.

Devin McComb further clarified that the amendment is discussed first, then a vote is taken, then the first motion is voted.

Mark Brady added that there will be another councilmember to add to committees soon.

Colleen Bowman discussed the reasoning behind the current committee assignments and shared questions and topics brought up in her conversations with committee chairs McComb and Barrentine. As July approaches there could be more conversation about committee composition.

David Ghoddousi reiterated his position that Gordie McIntyre should be placed on FAM as it’s been his desire to be a part of that committee. He also noted that any councilmember can attend meetings and participate.

Devin McComb added that all committee compositions should be reevaluated in June, with is the normal timeline. Devin noted that he has communicated with Gordie McIntyre and his concern is that the committee size of FAM is now approaching the size of full council.

Mark Brady asked why new councilmember Gundeep Singh is being added to Finance & Asset Management when she previously stated that it’s good for councilmembers to start on the Market Programs committee. Mark feels that Gordie McIntyre should be placed on FAM before any new councilmember is placed there and added that Gordie has never missed a FAM meeting and is a dedicated councilmember.
Colleen Bowman commented that Market Programs is a good place to start but Gundeep Singh is an asset management professional and would fill this role well.

David Ghoddousi commented that it’s awesome to see that councilmembers want to participate. He doesn’t look at this as a problem but an asset and a huge plus to have members wanting to participate.

Patrice Barrentine added that it’s March 17th and this process will commence again in June. The goal is to finish out this year and then reseat at the normal time. In three months this could be re-evaluated and right now the goal is to minimize the changes.

David Ghoddousi withdraws his motion, appreciates councilmember Barrentine’s comments, and looks forwards to further review of the committee’s in July. Mark Brady removes his second.

Colleen Bowman withdraws her original motion and made a new motion stating that Patrice Barrentine is removed from FAM, Colleen Bowman is removed from Programs and that Gundeep Singh is added to FAM and Abraham Dairi is added to Market Programs for the remainder of this term until committee decomposition takes place in June or July. Patrice Barrentine seconded the motion.

For: Patrice Barrentine, Devin McComb, David Ghoddousi, Mark Brady, Colleen Bowman
Against:
Abstain:

That motion carried with a vote in favor 5-0-0.

Colleen Bowman asked if this needs to be further reviewed at full council. Karin Moughamer responded no and clarified that Executive Committee review is necessary for removal of councilmembers from committees but not to add councilmembers to committees.

Colleen Bowman continued her Chair report. Colleen has appointed Paul Neal as the Chair of the Nomination Committee. Paul will be back to the Executive Committee on the process moving forward. She thanked Paul for his leadership on this committee.

Colleen Bowman thanked councilmembers for their service as liaisons at Market Foundation meetings. A list of councilmember and the meetings they are attending is included in the packet. She asked that any councilmember that can’t attend due to a conflict should try to find a replacement or reach out to her or Karin in advance.

Colleen Bowman addressed the Constituency vacancy on the PDA Council. She noted that on January 28th at both the Council meeting and Constituency meeting that the Constituency was to fill the vacant seat of Alessandra Mowry by following the relevant rules and policies. Colleen cited the PDA Rules and Regulations, Article 1, Section 2 which states

“If the selecting body has not selected another person as Council member to fill the vacant term described herein within two (2) calendar months from that body’s receipt of notice of said vacancy, the vacancy shall be filled by the Council.”

Colleen then cited the Constituency Bylaws, Article 4, Section 8 which states:
“In the case of a vacancy, officers shall be appointed by a majority of the Constituency present, and voting at its next REGULARLY scheduled meeting.”

Colleen Bowman then noted the Constituency held a regularly scheduled meeting the night before and a vote did not take place to fill the vacancy. As a result the PDA Council will fill that seat for the remained of the term. She will present a plan at the Council meeting this month on how to fill the vacant seat. Colleen concluded by noting she was hoping to avoid this situation but she felt it necessary to hold both the PDA Council and Constituency accountable to the governing polices.

David Ghoddousi asked which committee reviewed the letter that Colleen wrote on behalf of the PDA. He also noted that at the Constituency meeting last night Colleen was excited to be a “woman monitor” for the election. He stated that he is confused at Colleen’s behavior.

Colleen Bowman clarified the letter came from Colleen Bowman upon advice from legal counsel. She learned this morning that if the seat wasn’t filled at Constituency last night that this would be the only option left as there are no additional regular meetings of the Constituency this month. This letter does not come from Council but comes from her. It doesn’t require Council action as she is just clarifying the policies.

David Ghoddousi further clarified that the Constituency had 60 days to fill the vacancy and they have plans for an election next week. He noted that in his experience he has never seen this much interest in the process.

Mark Brady commented that he was on the committee with Colleen and Russell in which the dates of the 23rd and 26th were selected and now Colleen is going against her word. He believes this is a conflict of interest and that Colleen is acting without the knowledge of the Council. He added the dates have been set and they will hold an election, in the Constituency office if they have to. They are also putting Chair and Vice Chair on the ballot. Mark commented that this is bad politics and will not be looked on favorably. There are two candidates, Joan and Nick. The minute the PDA picks a candidate they are diminishing what the Constituency is all about. He said he will go to the Mayor or City Council and will do whatever it takes. He commented the PDA is trying to put who they want on the Council. He does not think this is fair and he will go to the newspapers. Mark reiterated Colleen’s participation in the nomination committee and the message that the Constituency had 60 days to fill the seat rather than having to fill the vacancy by the date of a constituency meeting.

Colleen Bowman addressed David Ghoddousi’s comments about the vacancy being filled within two calendar months. The rules state the vacancy needs to be filled at a regular meeting and there are no longer any regular meetings left within the 60 day window. Colleen noted her participation on the Constituency Nomination Committee which was charged with forwarding a recommendation to the Executive Committee. That group agreed to dates should an election need to take place. At that time she was not aware of the “regular meetings” clause and she’s tried to follow the rules as outlined. She does not want to take away the will of the people and she is a member of the Constituency. The PDA Council is operating within the rights of policies that exist.

David Ghoddousi asked why Colleen Bowman didn’t clarify these rules last night at the Constituency meeting. He wants to build harmony and when he first started his term that wasn’t the case and he’s worked hard over time to build that harmony. He believes this will do more harm than good and questionable as to why this came out after the supposed deadline.
Devin McComb commented that he wished we could all be meeting in person having these conversations. He noted the first time he heard about filling the vacancy was during the Constituency Executive Committee meeting when they tried to take a vote. That was not allowed under the bylaws and Devin noted that the Executive Committee started to count the votes and when they realized they could not elect who they wanted to, they tabled the motion. He noted that at every meeting he has said there is only one way to fill the vacancy and it’s in the Constituency Bylaws on how to do this. He knows there are other members of the Constituency that are interpreting the Bylaws in the same way. The Bylaws state the vacancy is to be filled at the next regularly scheduled meeting and that hasn’t been done. Devin doesn’t see that Colleen Bowman has any other choice and understands why she sent the letter.

Colleen Bowman added that all of this could have been avoided if the Bylaws had been followed and she is not a decision maker on the Constituency.

Mark Brady commented that since the beginning they have been asking for insurance. We lost the Chair and Vice Chair because of this. Mark commented that when we were threatened with the 60 days Joan said she would fill the position for five months until a regularly scheduled election. That was their intention. They knew they were constricted by time and Nick already has an officer’s seat as Secretary/Treasurer. Mark then noted that a member of the public shows up and all hell breaks loose and the Chair and Vice Chair resign. And all of their energy has been put into other matters. He thought everyone agreed that the vote would take place on the 23 and 26. People have been elected like that in the past and now the PDA is going to place whomever they want in the position.

Colleen Bowman responded that is not correct.

Mark Brady asked if a nomination committee will be assigned to handle the vacancy.

Colleen Bowman noted that action steps are not being discussed tonight and that she will be consulting legal counsel for how to proceed.

Mary Bacarella asked for clarification on Mark’s statement that a Constituency member would fill this seat temporarily. She believes the position needs to be filled for the rest of its term. Karin Moughamer affirmed that yes, the position needs to be filled for the remained of the term which expires June 30, 2022.

David Ghoddousi noted that in addition to the seat vacated by Ali Mowry the Constituency needs to fill the Chair and Vice Chair positions. The Constituency has a lot to accomplish and the community will be enthusiastic about the democratic process.

Colleen Bowman clarified that the Chair and Vice Chair seats are also vacancies and the same exact policies apply. The Executive Committee should be considering that and filling that vacancy at their next regularly scheduled meeting with the Constituency present.

Patrice Barrentine that government is complicated and there are a lot of rules in place and it’s complicated. Patrice commented that she believes Colleen is handling this well in getting information out quickly. She pointed out the explanation included in the packet of how the PDA and the Constituency work together and that the Constituency is an organ of the PDA and not separate organizations. The PDA bylaws trump the Constituency’s. She would like the Constituency to read the document created by PDA legal counsel which breaks down all the rules in simple language. We will continue to work together to strengthen the Constituency so it functions as it should in its Charter.
David Ghoddousi thanked Patrice for her comments and use of term “organ” to describe the Constituency’s relationship to the PDA. That is nice to hear. The Constituency has talked about liability insurance for some time, which the PDA Council and staff have. He finds the timing of this just the day after Colleen stating she is a “woman monitor” interesting and thinks this conversation needs to be brought to a broader group.

Mary Bacarella commented the main reason the issue of liability insurance came up again had to do with the Constituency’s response to not produce documents requested during a public document request. Refusing to produce these documents is against the law and even if Constituency members had insurance at that time they would not have been covered as they were not following the rules of the law.

Mark Brady commented that the reason we were not in compliance was that Mary said a letter was coming to them that explained why they needed to produce the documents. Mark also noted that there is a recording of Skip Knox at a Constituency Executive Committee in which there was a confrontation and it sounded like there were gun shots. He was concerned with handing over documents to this person. He wanted clarification that it was ok to hand over those documents.

Mary Bacarella clarified that the PDA was under an obligation to produce those documents and it is not up to an individual of the Constituency to not produce those documents. If they did not produce those documents they would not be covered under liability insurance.

Colleen Bowman further clarified that our liability insurance only works if we are in compliance with our policies.

Mark Brady and Mary Bacarella continued to discuss PDA liability and the requirements under the Public Records Act.

Patrice Barrentine added it’s not about insurance but breaking the law.

David Ghoddousi commented that if the member intentionally violates the rules, then the liability insurance if void. If a member acts in good faith, then the insurance is valid.

Mary Bacarella agreed and noted that Mark Brady was not following the law.

Colleen Bowman noted that if the PDA Council does not follow the rules outlined in our Rules and Regulations and do what she is suggesting in her letter, the Council would not be covered under the insurance policy should anyone choose to point that out.

Mark Brady reiterated that if they were given a letter from Gerry Johnson that says the Constituency is covered under the liability insurance, he would have no problem complying with that law. He did receive that letter later the day and he was able to hand over the documents the next day. He was trying to protect their members.

Colleen Bowman noted there is an issue with Constituency communication and there have been members stating they are not getting notifications from the Constituency. A week before an election is concerning that people aren’t receiving communications.
Mary Bacarella added she’s heard from a member that has not received any communications since they signed up last year.

Colleen Bowman concluded that no action is being taken today and she’s done what she though needed to be done.

**IV. Committee Chair’s Report**

A. Market Programs

Patrice Barrentine noted it was a great meeting and that Daystall Rules were presented and will be coming to full Council.

B. Finance & Asset Management

Devin McComb noted the February financials were reviewed. Actions taken include an emergency repair on the Heritage House elevator, approval of a portion of HVAC reimbursement to The Pink Door and lease proposal for March.

**V. Executive Director’s Report**

Mary Bacarella provided the following updates:

- The garage modifications are looking good and she encouraged people to take a look.
- An elevator update will be provided at full council and will include the stair redesign.
- The February and March commercial tenant credits have been applied.
- Construction on the MarketFront is wrapping up.
- Daystall Rules were discussed at Market Programs and there will be a resolution at Council.
- Staff continue to keep an eye on upcoming demonstrations and protests to ensure there’s an adequate plan in place should they come through the Market.
- The Mayor made a visit to the Market and met with a couple of tenants that received city grants.
- On March 22nd restaurants will be able to increase to 50% capacity and staff are looking into whether buskers will be able to return to the Market with these new guidelines.
- More residential units are being filled as staff work to complete work unit turns.
- Parking is starting to increase, especially on Saturdays.
- Capital projects are going to begin again starting with repair of the marquee in the Sanitary Market near Jack’s Fish.
- The Commons, Foundation, PDA residential and the Senior Center teamed up to offer a mobile vaccination clinic and another will take place in about a month.
- This weekend the Market is hosting Daffodil Day.
- There are a number of small business webinars taking place over the next month.
- She addressed the public comment by Carol Wolfe and she has called City Councilmember Andrew Lewis to let them know about the issue and staff are taking decibel readings in order to respond appropriately.

**VI. Public Comment**

Gordie McIntyre noted he is not a member of the Committee and so was holding his comment until now. Colleen Bowman commented that as a councilmember he can make a comment at any time.

Gordie McIntyre agrees that the Constituency Bylaws state the Constituency has to fill the vacancy at the next meeting. At the time they were unable to comply with state law to address the privacy of the vote. There was no way to protect the privacy during a Zoom meeting. That is the entire reasoning to hold their elections in public at the Market. He believes the state law trumps the Constituency Bylaws and Rules and Regulations of the PDA.
Joan Paulson clarified that Gerry Johnson’s response came to Mary on March 9th and sent to PDA board on March 10th. That is the information included in the packet. The responses included in Gerry Johnson’s document only addresses meetings and not the election for board positions for which the Constituency is voting. She agrees and commends what Gordie McIntyre just said about public law and the privacy of voting. Joan also commented that the process of the PDA filling this position is clouded and is not being discussed publicly. She says this is the same process that took place on January 28th to remove Ali and that was a walk on resolution. She believes this is a flaw of the Charter.

Bob Messina agreed the vacancy for Ali was supposed to be filled at the next Constituency general meeting. However that vote would have had to be a voice vote and this is against state law. He believes this is against state law. Bob asked if there is a legal foundation for requiring members to make their vote in public and everyone would hear that vote. He believes the intention of the Bylaws is that people would attend the meeting in person and vote with a ballot box. He would like to know how that vote could have taken place and he believes the only way out is to allow in-person voting.

Betty Halfon noted that at the Constituency meeting there was a lot of discussion about how to vote online to ensure privacy and there are ways of doing that. Those options have not been reviewed and that needs to happen. Betty also commented the Constituency and PDA Bylaws state the reasons that councilmembers can be removed and one of those is missing meetings. Ali was contacted many times and did not respond and so she violated the rules and was removed.

VII. Concerns of Committee Members
Mary Bacarella clarified there were a number of Constituency members talking with the Council about removing Ali Mowry as it is easier for the Council to remove rather than the Constituency. The resolution to remove Ali was not a walk-on resolution and was included in the packet that went out.

Karin Moughamer commented that any councilmember can bring up any topic for discussion and review at a council meeting. It does not need to be on the agenda for the council to take action.

Patrice Barrentine appreciated the concerns of Constituency members. In future conversations it would be helpful for people to clarify which group people are referring to – Constituency or PDA or Council. With regards to the comments about privacy, there are several technology platforms, even within Zoom, that can help with that. She hopes the Constituency will look into that in the future.

Mark Brady commented that he believed that there was an original agenda without Ali’s removal and then the next day there was an agenda noting the removal of Ali. Karin Moughamer responded the resolution for Rico to be a consultant to the PDA was added to the agenda, not the one concerning Ali. She added that even if Council had wanted to bring that resolution or motion to a vote at the meeting they could have done so.

Devin McComb called Shenanigans on the Constituency’s argument that they were surprised the Council voted to have Ali removed. He had conversations with several people who are members of the Constituency. He tried reaching out to Ali to try to get her to return to the Council and she never responded. He commented that it’s not fair, accurate or right to say this is a surprise. He challenged anyone on the Constituency or the Council to state why Ali should have remained on the Council.

Mark Brady noted that Matt Hanna missed as many meetings as Ali did and nothing was done. He noted the Chair of the Constituency dropped the ball and tabled it. The Constituency can’t be blamed by one
person’s handling of the situation. They tried to do the right thing, the right way, even though the process is longer. That process is in their bylaws.

David Ghoddousi commented this is unfair to Ali Mowry. He valued her opinion and participation. We have always given councilmembers leeway when they are dealing with personal issues. It’s unfair to bunch her into a bag with other members. We have to be respectful and conscience to all members and we hope they return. The Constituency was going to take up the process of removing Ali in the beginning of the year. It was not brought to a committee to discuss. At that vote he disagreed with the process. He wishes Ali Mowry the best.

Devin McComb suggested Colleen Bowman could add another public comment period for Jerry Baroh to respond to Mark’s comments. Devin noted that he has reached out to Ali and any insinuation that she wasn’t being respected or treated with respect is baseless and insulting. This was debated at Council two months ago and why we are in this situation now.

Mary Bacarella commented that two weeks before this happened, Mark Brady thanked her and was glad that Rico was doing this to get Ali off the Constituency and the Council.

Colleen Bowman added that in her conversations with Ali she said that she was not going to resign and she was not going to quit. They will have to remove me. The Constituency doesn’t remove council members, the Council removes Councilmembers and it’s a quicker process.

Colleen Bowman allowed Jerry Baroh to respond to Mark Brady’s comments.

Jerry Baroh noted it was brought up to him by several members of the Constituency and Jerry talked with Ali who said under the Constituency Bylaws she can miss more meetings of the Constituency than of the Council. Jerry reached out to several members of the Council who said it’s easier for the Council to remove a member than the Constituency. Jerry stated he had started the process. Ali had plenty of chances to come and he loved having her at the meetings as she looked towards the future rather than the past.

VIII. Adjournment

The meeting was adjourned at 5:17 p.m. by Colleen Bowman, Chair.

Meeting minutes submitted by:
Karin Moughamer, Executive Administrator
Section VII:

Financials & Additional Enclosures
Date: March 16th, 2021

To: PPM PDA Council

From: Sabina Proto, Director of Finance

Subject: Financial Statements for February 28, 2021

Page 3:

**PDA Operating Statement Notes:**

Total Revenue for the end of February 28, 2021 was $2,288,289, over budget by $9,361 or 0.4%.

Total Operating Expense for the end of February 28, 2021 was $1,824,206, under budget by $305,297 or 14.3%.

Net Result after Debt Service and Reserves was $202,125.

Information regarding month of February:

We applied rent credits for commercial tenants for month of February, which totaled $184K. The next round of credits will be shown on financials for March. We'll continue to monitor closely our tenants’ performances in order to assess further assistance to them.

These financials include the books for LaSalle Senior Housing LLC. Starting January 1, 2021, PDA is the sole owner of this LLC.

The financials are prepared on accrual basis, however we are providing additional information regarding cash in and out during month of February. Total amount of cash received during February was $1,074,930. The actual cash disbursements during February for operating expenses was $1,080,349.

Also, during 2020 the PDA Council approved $2MM transfer from Minimum Operating Reserve and $2MM transfer from CRRF to cover for the cash shortage. As of February 28, 2021 we had spent only $970,362 out of that amount. The remaining balance is available to be used during remaining of the year.

We are up to date on all debt payments.

Page 4:

Footnotes on the Operating Statement *(accrual)*

**Commercial Revenue** is over budget by $28,059

**Residential Revenue** is under budget by $18,658
Daystall Revenue:

Daily Crafts is over budget by $2,030

Farm revenue is over budget by $8,045

Page 5:

Garage Revenue is over budget by $18,344

Miscellaneous Revenue is under budget by $12,435.

Page 6:

Operating Expenses overall under budget: Property Management under budget $14,213; Parking under budget $8,834; Operations under budget $152,016; Admin under budget $80,470; Programs under budget $49,738.

Page 7:

Percent Rent spreadsheet- Percent Rent (YTD) for the end of February was $12,223, under budget.

Page 8:

The report states the balance of the Capital Replacement Reserve, which was $20.1MM for the end of, February 28, 2021. We are starting with a limited Capital Projects spending in March. References are made on the Capital Projects Report

Page 9:

Capital Projects Report provides the status and YTD spending on different Capital Projects YTD.
<table>
<thead>
<tr>
<th>ASSETS</th>
<th>Current</th>
<th>Prior</th>
<th>LIABILITIES &amp; CAPITAL</th>
<th>Current</th>
<th>Prior</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Note</td>
<td>Month</td>
<td>Month</td>
<td>Note</td>
<td>Month</td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted Cash</td>
<td>1,029,638</td>
<td>1,185,454</td>
<td>Accounts Payable</td>
<td>448,673</td>
<td>531,798</td>
</tr>
<tr>
<td>Rental Accounts Receivable</td>
<td>899,872</td>
<td>970,982</td>
<td>Current Portion - LT Debt</td>
<td>564,594</td>
<td>564,594</td>
</tr>
<tr>
<td>Misc Accounts Receivable</td>
<td>234,222</td>
<td>229,141</td>
<td>Interest Payable Accrued</td>
<td>243,388</td>
<td>168,158</td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>205,822</td>
<td>273,785</td>
<td>Accrued Payroll, Vacation &amp; Taxes</td>
<td>686,181</td>
<td>677,102</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>2,369,554</td>
<td>2,659,362</td>
<td>Accrued Business Taxes</td>
<td>23,370</td>
<td>22,990</td>
</tr>
<tr>
<td><strong>Designated Cash &amp; Equivalents</strong></td>
<td>24,418,664</td>
<td>24,416,234</td>
<td>Security Deposits</td>
<td>460,159</td>
<td>461,428</td>
</tr>
<tr>
<td><strong>Restricted Cash &amp; Equivalents</strong></td>
<td>3,546,970</td>
<td>3,426,038</td>
<td>Other Liabilities</td>
<td>827,798</td>
<td>950,217</td>
</tr>
<tr>
<td><strong>Total Fixed Assets</strong></td>
<td>211,094,586</td>
<td>211,049,890</td>
<td>Current Portion - Unearned WSDOT rev</td>
<td>438,597</td>
<td>482,456</td>
</tr>
<tr>
<td><strong>Total Net Fixed Assets</strong></td>
<td>144,963,431</td>
<td>144,918,735</td>
<td>Current Portion - QB3 Deferred Master Lease</td>
<td>199,207</td>
<td>199,207</td>
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<tr>
<td><strong>Long Term Receivable &amp; Investments</strong></td>
<td>7,310,125</td>
<td>7,310,125</td>
<td><strong>Total Long Term Liabilities</strong></td>
<td>3,891,967</td>
<td>4,057,950</td>
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<tr>
<td><strong>Fixed Assets</strong></td>
<td>6,657,060</td>
<td>6,657,060</td>
<td><strong>Total Long Term Debt</strong></td>
<td>32,024,995</td>
<td>32,024,995</td>
</tr>
<tr>
<td>Long Term Receivable &amp; Investments</td>
<td>7,310,125</td>
<td>7,310,125</td>
<td><strong>Total Liabilities</strong></td>
<td>35,916,962</td>
<td>36,082,945</td>
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<tr>
<td>Other Assets</td>
<td>19,928,711</td>
<td>19,928,711</td>
<td><strong>Capital</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contributions To LSH LLC and WASH LLC</td>
<td>100</td>
<td>100</td>
<td>Contributed Capital</td>
<td>19,928,711</td>
<td>19,928,711</td>
</tr>
<tr>
<td>Total Other Assets</td>
<td>100</td>
<td>100</td>
<td>Prior Years' Results</td>
<td>126,395,377</td>
<td>126,395,377</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>182,608,844</td>
<td>182,730,594</td>
<td>Current Year Operating Result</td>
<td>367,794</td>
<td>323,561</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES AND CAPITAL</strong></td>
<td>182,608,844</td>
<td>182,730,594</td>
<td>Net Operating Capital</td>
<td>146,691,882</td>
<td>146,647,649</td>
</tr>
</tbody>
</table>
## Accounts Receivable

<table>
<thead>
<tr>
<th>Category</th>
<th>Previous Month Balance</th>
<th>Total Current Charges</th>
<th>Total Current Receipts</th>
<th>Current Month Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Revenue</td>
<td>748,726</td>
<td>804,682</td>
<td>851,904</td>
<td>701,504</td>
</tr>
<tr>
<td>Day Stall Revenue</td>
<td>55,250</td>
<td>19,288</td>
<td>26,054</td>
<td>48,484</td>
</tr>
<tr>
<td>Residential Rent (excluding HUD)</td>
<td>159,670</td>
<td>217,710</td>
<td>233,032</td>
<td>144,348</td>
</tr>
<tr>
<td>HUD Subsidy</td>
<td>7,336</td>
<td>167,721</td>
<td>169,521</td>
<td>5,536</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>970,982</strong></td>
<td><strong>1,209,401</strong></td>
<td><strong>1,280,511</strong></td>
<td><strong>899,872</strong></td>
</tr>
</tbody>
</table>
## PIKE PLACE MARKET PDA - OPERATING BUDGET COMPARISON STATEMENT

**Period Ending February 28, 2021**

### REVENUE

<table>
<thead>
<tr>
<th>Note</th>
<th>Current YTD Actual</th>
<th>Current YTD Budget</th>
<th>Variance</th>
<th>Variance %</th>
<th>Current MONTH Cash Received/Paid</th>
<th>Current MONTH ACTUAL</th>
<th>Current MONTH BUDGET</th>
<th>2021 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1,304,531</td>
<td>1,276,472</td>
<td>28,059</td>
<td>2.2%</td>
<td>501,507</td>
<td>533,100</td>
<td>566,668</td>
<td>7,582,770</td>
</tr>
<tr>
<td>Net Result-PPM QALICB3</td>
<td>(24,906)</td>
<td>(24,906)</td>
<td>-</td>
<td>0.0%</td>
<td>(24,906)</td>
<td>(24,906)</td>
<td>(24,906)</td>
<td>(24,935)</td>
</tr>
<tr>
<td>Residential</td>
<td>681,162</td>
<td>699,820</td>
<td>(18,658)</td>
<td>-2.7%</td>
<td>357,566</td>
<td>242,193</td>
<td>349,985</td>
<td>4,329,782</td>
</tr>
<tr>
<td>Daystay</td>
<td>27,024</td>
<td>25,000</td>
<td>2,024</td>
<td>8.1%</td>
<td>18,045</td>
<td>12,737</td>
<td>13,000</td>
<td>405,000</td>
</tr>
<tr>
<td>Farm</td>
<td>24,382</td>
<td>32,427</td>
<td>(8,045)</td>
<td>-24.8%</td>
<td>7,329</td>
<td>5,959</td>
<td>16,126</td>
<td>456,852</td>
</tr>
<tr>
<td>Parking</td>
<td>207,990</td>
<td>189,646</td>
<td>18,344</td>
<td>9.7%</td>
<td>107,111</td>
<td>108,999</td>
<td>98,342</td>
<td>1,717,750</td>
</tr>
<tr>
<td>Miscellaneous Revenue</td>
<td>68,106</td>
<td>80,469</td>
<td>(12,363)</td>
<td>-15.4%</td>
<td>83,372</td>
<td>13,596</td>
<td>23,121</td>
<td>424,900</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td><strong>2,288,289</strong></td>
<td><strong>2,278,928</strong></td>
<td><strong>9,361</strong></td>
<td><strong>0.4%</strong></td>
<td><strong>1,074,930</strong></td>
<td><strong>991,678</strong></td>
<td><strong>1,042,336</strong></td>
<td><strong>14,892,119</strong></td>
</tr>
</tbody>
</table>

### EXPENSES

<table>
<thead>
<tr>
<th>Note</th>
<th>Property Management</th>
<th>Parking</th>
<th>Operations</th>
<th>Administration</th>
<th>Marketing &amp; Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>223,581</td>
<td>237,794</td>
<td>14,213</td>
<td>114,374</td>
<td>115,138</td>
</tr>
<tr>
<td>8</td>
<td>47,115</td>
<td>55,949</td>
<td>8,834</td>
<td>20,907</td>
<td>21,392</td>
</tr>
<tr>
<td>9</td>
<td>1,052,640</td>
<td>1,204,681</td>
<td>152,041</td>
<td>641,027</td>
<td>543,736</td>
</tr>
<tr>
<td>10</td>
<td>366,372</td>
<td>446,843</td>
<td>80,471</td>
<td>171,049</td>
<td>154,975</td>
</tr>
<tr>
<td>11</td>
<td>134,498</td>
<td>184,236</td>
<td>49,738</td>
<td>132,992</td>
<td>76,773</td>
</tr>
<tr>
<td><strong>TOTAL OPERATING EXPENSES</strong></td>
<td><strong>1,824,206</strong></td>
<td><strong>2,129,503</strong></td>
<td><strong>305,297</strong></td>
<td><strong>1,080,349</strong></td>
<td><strong>912,014</strong></td>
</tr>
</tbody>
</table>

### NET OPERATING RESULTS

| Note | 464,083             | 149,425 | 314,658    | 210.6%       | (5,419)             | 79,664               | 9,695               | 389,225     |

### COLLECTION OF 2020 OUTSTANDING BALANCES

| Note | 600,000 |

### DEBT SERVICE

<table>
<thead>
<tr>
<th>Note</th>
<th>2015 PDA Bond Series A&amp;B</th>
<th>261,958</th>
<th>261,958</th>
<th>0.0%</th>
<th>130,979</th>
<th>130,979</th>
<th>130,979</th>
<th>1,571,750</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL DEBT SERVICE</td>
<td>261,958</td>
<td>261,958</td>
<td>0.0%</td>
<td>130,979</td>
<td>130,979</td>
<td>130,979</td>
<td>1,571,750</td>
<td></td>
</tr>
</tbody>
</table>

### RESERVES - DESIGNATED

<table>
<thead>
<tr>
<th>Note</th>
<th>Pension Contribution</th>
<th>LID Reserve</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>TOTAL DESIGNATED RESERVES</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

### Net Results after Debt Service & Reserves

| Note | 202,125 | (112,533) | 314,658 | -279.6% | (136,398) | (51,315) | (121,284) | (957,525) |

Page 137
### Note 1: Commercial Revenue

<table>
<thead>
<tr>
<th></th>
<th>2021 Total Budget</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2021 Total Budget</td>
<td>YTD ACTUAL</td>
<td>YTD BUDGET</td>
<td>Variance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>% of total Comm Revenue</td>
<td>Feb</td>
<td>% YTD</td>
<td>Feb</td>
<td>% YTD</td>
<td>$</td>
<td>%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Base Rent - Retail</td>
<td>52.8%</td>
<td>523,267</td>
<td>40.1%</td>
<td>521,900</td>
<td>40.9%</td>
<td>1,367</td>
<td>0.3%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Base Rent - Office</td>
<td>8.0%</td>
<td>93,444</td>
<td>7.2%</td>
<td>86,963</td>
<td>6.8%</td>
<td>6,481</td>
<td>7.5%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prep Space</td>
<td>1.1%</td>
<td>12,205</td>
<td>0.9%</td>
<td>12,044</td>
<td>0.9%</td>
<td>141</td>
<td>1.2%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Common Area</td>
<td>32.2%</td>
<td>359,740</td>
<td>27.6%</td>
<td>338,000</td>
<td>26.5%</td>
<td>21,740</td>
<td>6.4%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Rent Revenue</td>
<td>100%</td>
<td>988,656</td>
<td></td>
<td>958,927</td>
<td></td>
<td>29,729</td>
<td>3.1%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percentage Rent (1)</td>
<td>60.9%</td>
<td>160,452</td>
<td>12.3%</td>
<td>172,675</td>
<td>13.5%</td>
<td>(12,223)</td>
<td>-7.1%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Direct Utilities</td>
<td>11.0%</td>
<td>117,611</td>
<td>9.0%</td>
<td>112,220</td>
<td>8.8%</td>
<td>5,391</td>
<td>4.8%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Storage/Cooler</td>
<td>2.6%</td>
<td>35,906</td>
<td>2.8%</td>
<td>31,000</td>
<td>2.4%</td>
<td>4,906</td>
<td>15.8%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tenant Work Reimbursements</td>
<td>0.1%</td>
<td>1,806</td>
<td>0.1%</td>
<td>1,650</td>
<td>0.1%</td>
<td>156</td>
<td>9.5%</td>
<td></td>
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</tr>
<tr>
<td>Other Rentals</td>
<td>0.3%</td>
<td>-</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Late Fees</td>
<td>0.4%</td>
<td>100</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
<td>100</td>
<td>0.0%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Commercial Revenue</td>
<td>169%</td>
<td>1,304,531</td>
<td>100%</td>
<td>1,276,472</td>
<td>100%</td>
<td>28,059</td>
<td>2.2%</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

(1) See attachment for Percentage Rent revenue data by month.

### Note 2: Residential Revenue

<table>
<thead>
<tr>
<th></th>
<th>2021 Total Budget</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2021 Total Budget</td>
<td>YTD ACTUAL</td>
<td>YTD BUDGET</td>
<td>Variance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>% of total Res Rev</td>
<td>Feb</td>
<td>% YTD</td>
<td>Feb</td>
<td>% YTD</td>
<td>$</td>
<td>%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residential Rents</td>
<td>70.0%</td>
<td>676,632</td>
<td>99.3%</td>
<td>694,000</td>
<td>99.2%</td>
<td>(17,368)</td>
<td>-2.5%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laundry Net of Taxes</td>
<td>0.3%</td>
<td>1,945</td>
<td>0.3%</td>
<td>2,488</td>
<td>0.4%</td>
<td>(543)</td>
<td>-21.8%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (1)</td>
<td>0.6%</td>
<td>2,585</td>
<td>0.4%</td>
<td>3,332</td>
<td>0.5%</td>
<td>(747)</td>
<td>-22.4%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Residential Revenue</td>
<td>72%</td>
<td>681,162</td>
<td>100%</td>
<td>699,820</td>
<td>100%</td>
<td>(18,658)</td>
<td>-2.7%</td>
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</table>

(1) Other includes maintenance services, storage, rental screening & late fees.

### Note 3: Day Stall Revenue

<table>
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<tr>
<th></th>
<th>2021 Total Budget</th>
<th></th>
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</thead>
<tbody>
<tr>
<td></td>
<td>2021 Total Budget</td>
<td>YTD ACTUAL</td>
<td>YTD BUDGET</td>
<td>Variance</td>
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<tr>
<td></td>
<td>% of total Day Rev</td>
<td>Feb</td>
<td>% YTD</td>
<td>Feb</td>
<td>% YTD</td>
<td>$</td>
<td>%</td>
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<tr>
<td>Daily Craft</td>
<td>180.2%</td>
<td>16,696</td>
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<td>15,000</td>
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<td>Locker Rent</td>
<td>18.3%</td>
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<td>Permits</td>
<td>4.6%</td>
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<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
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<td>Late Fees</td>
<td>4.0%</td>
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<td>0.0%</td>
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<td>0.0%</td>
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<td>Total Day Stall Revenue</td>
<td>207%</td>
<td>27,330</td>
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<td>25,000</td>
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<td>2,330</td>
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Page 138
### Farm Revenue

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<th>YTD BUDGET</th>
<th>Variance</th>
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<td>% YTD Feb Actual</td>
<td>% YTD Far Rev</td>
<td>% YTD Budget</td>
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<td>Daily Farmer</td>
<td>56.9%</td>
<td>9,132</td>
<td>37.5%</td>
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<td>Remote Markets</td>
<td>14.1%</td>
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<td>Farm Cooler</td>
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<td>2,709</td>
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<td>2,250</td>
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<td>Permits</td>
<td>0.8%</td>
<td>560</td>
<td>2.3%</td>
<td>875</td>
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<td>CSA Market Baskets</td>
<td>18.8%</td>
<td>1,181</td>
<td>49.1%</td>
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<td>Grants/Contracts</td>
<td>31.4%</td>
<td>24,382</td>
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<td>Total Farm Revenue</td>
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### Garage Revenue

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<td></td>
<td>% of total Gar Rev</td>
<td>% YTD Feb Actual</td>
<td>% YTD Gar Rev</td>
<td>% YTD Budget</td>
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<tr>
<td>Parking Revenue Net of Taxes</td>
<td>155.9%</td>
<td>207,510</td>
<td>99.6%</td>
<td>188,646</td>
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<tr>
<td>Parking Reimbursement</td>
<td>1.0%</td>
<td>480</td>
<td>0.2%</td>
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<td>Total Garage Revenue</td>
<td>157%</td>
<td>207,990</td>
<td>100%</td>
<td>189,646</td>
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### Miscellaneous Revenue

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<th>YTD BUDGET</th>
<th>Variance</th>
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<tbody>
<tr>
<td></td>
<td>% of total Gar Rev</td>
<td>% YTD Feb Actual</td>
<td>% YTD Misc Rev</td>
<td>% YTD Budget</td>
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<tr>
<td>Security Service Contracts</td>
<td>16.9%</td>
<td>11,752</td>
<td>17.3%</td>
<td>8,212</td>
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<tr>
<td>Management Fees(1)</td>
<td>26.2%</td>
<td>4,656</td>
<td>6.8%</td>
<td>4,314</td>
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<tr>
<td>Investment Income/Interest</td>
<td>47.1%</td>
<td>5,381</td>
<td>7.9%</td>
<td>29,599</td>
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<td>Film/License Revenue</td>
<td>5.9%</td>
<td>100</td>
<td>0.1%</td>
<td>1,750</td>
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<tr>
<td>Other Revenues(2)</td>
<td>47.2%</td>
<td>46,145</td>
<td>67.8%</td>
<td>36,594</td>
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<td>Total Miscellaneous Revenue</td>
<td>143%</td>
<td>58,034</td>
<td>100%</td>
<td>80,469</td>
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</tbody>
</table>

(1) Management fees from Western Avenue Senior Housing
(2) Other Revenues includes Constituency Revenue, Misc Taxable & Non-taxable Revenue, Key and Access Cards, Trademark/Royalties, Market Tours and Rummage Hall less sales tax.
Note 7  Property Management Expenses

<table>
<thead>
<tr>
<th></th>
<th>YTD ACTUAL</th>
<th></th>
<th>YTD BUDGET</th>
<th></th>
<th>Variance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>% PM Exp</td>
<td>Budget</td>
<td>% PM Exp</td>
<td>$</td>
<td>%</td>
</tr>
<tr>
<td>Commercial</td>
<td>56,079</td>
<td>26%</td>
<td>56,476</td>
<td>23.7%</td>
<td>(1,603)</td>
<td>2.8%</td>
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<tr>
<td>Residential</td>
<td>126,556</td>
<td>56.6%</td>
<td>140,259</td>
<td>59.0%</td>
<td>13,703</td>
<td>9.6%</td>
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<tr>
<td>Daystaff</td>
<td>36,946</td>
<td>17.4%</td>
<td>41,059</td>
<td>17.3%</td>
<td>2,113</td>
<td>5.1%</td>
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<tr>
<td>Total Property Management Expenses</td>
<td>223,581</td>
<td>100%</td>
<td>237,794</td>
<td>100%</td>
<td>14,213</td>
<td>6.0%</td>
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</table>

Note 8  Parking Expenses

<table>
<thead>
<tr>
<th></th>
<th>YTD ACTUAL</th>
<th></th>
<th>YTD BUDGET</th>
<th></th>
<th>Variance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>% PM Exp</td>
<td>Budget</td>
<td>% PM Exp</td>
<td>$</td>
<td>%</td>
</tr>
<tr>
<td>Garage</td>
<td>47,115</td>
<td>21.1%</td>
<td>55,949</td>
<td>23.5%</td>
<td>8,834</td>
<td>15.8%</td>
</tr>
<tr>
<td>Total Property Management Expenses</td>
<td>47,115</td>
<td>21%</td>
<td>55,949</td>
<td>24%</td>
<td>8,834</td>
<td>15.8%</td>
</tr>
</tbody>
</table>

Note 9  Operations Expenses

<table>
<thead>
<tr>
<th></th>
<th>YTD ACTUAL</th>
<th></th>
<th>YTD BUDGET</th>
<th></th>
<th>Variance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>% Ops Exp</td>
<td>Budget</td>
<td>% Ops Exp</td>
<td>$</td>
<td>%</td>
</tr>
<tr>
<td>Facilities</td>
<td>217,216</td>
<td>20.6%</td>
<td>229,564</td>
<td>19.1%</td>
<td>12,348</td>
<td>5.4%</td>
</tr>
<tr>
<td>Security</td>
<td>268,749</td>
<td>25.5%</td>
<td>287,384</td>
<td>23.9%</td>
<td>18,635</td>
<td>6.5%</td>
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<tr>
<td>Maintenance</td>
<td>147,428</td>
<td>14.0%</td>
<td>138,433</td>
<td>11.5%</td>
<td>(8,995)</td>
<td>-6.5%</td>
</tr>
<tr>
<td>Capital Management</td>
<td>302,460</td>
<td>28.7%</td>
<td>410,400</td>
<td>34.1%</td>
<td>107,940</td>
<td>26.3%</td>
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<tr>
<td>Utilities</td>
<td>-</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Insurance</td>
<td>116,812</td>
<td>11.1%</td>
<td>138,900</td>
<td>11.5%</td>
<td>22,088</td>
<td>15.9%</td>
</tr>
<tr>
<td>Total Operations Expenses</td>
<td>1,052,665</td>
<td>100%</td>
<td>1,204,681</td>
<td>100%</td>
<td>152,016</td>
<td>12.0%</td>
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</table>

Note 10  Administration Expenses

<table>
<thead>
<tr>
<th></th>
<th>YTD ACTUAL</th>
<th></th>
<th>YTD BUDGET</th>
<th></th>
<th>Variance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>% Adm Exp</td>
<td>Budget</td>
<td>% Adm Exp</td>
<td>$</td>
<td>%</td>
</tr>
<tr>
<td>Management</td>
<td>165,313</td>
<td>45.1%</td>
<td>190,006</td>
<td>42.5%</td>
<td>24,693</td>
<td>13.0%</td>
</tr>
<tr>
<td>Finance</td>
<td>33,652</td>
<td>9.2%</td>
<td>63,623</td>
<td>14.2%</td>
<td>29,971</td>
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<tr>
<td>Office Administration</td>
<td>56,256</td>
<td>15.4%</td>
<td>72,424</td>
<td>16.2%</td>
<td>16,168</td>
<td>22.3%</td>
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<td>Human Resources</td>
<td>15,621</td>
<td>4.3%</td>
<td>17,000</td>
<td>3.8%</td>
<td>1,379</td>
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<td>Information Services</td>
<td>95,531</td>
<td>26.1%</td>
<td>103,790</td>
<td>23.2%</td>
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<td>Total Administration Expenses</td>
<td>366,373</td>
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<td>446,843</td>
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<td>80,470</td>
<td>18.0%</td>
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</table>

Note 11  Programs Expenses

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<th></th>
<th>YTD BUDGET</th>
<th></th>
<th>Variance</th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>% Prg Exp</td>
<td>Budget</td>
<td>% Prg Exp</td>
<td>$</td>
<td>%</td>
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<tr>
<td>Marketing</td>
<td>67,348</td>
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<td>108,706</td>
<td>59.0%</td>
<td>41,358</td>
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<td>Farm Program</td>
<td>35,846</td>
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<td>44,696</td>
<td>24.3%</td>
<td>8,850</td>
<td>19.8%</td>
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<td>Market Foundation</td>
<td>31,304</td>
<td>23.3%</td>
<td>30,834</td>
<td>16.7%</td>
<td>(470)</td>
<td>-1.5%</td>
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<td>Total Program Expenses</td>
<td>134,498</td>
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<td>184,238</td>
<td>100%</td>
<td>49,738</td>
<td>27.0%</td>
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### 2021 Calendar Year

#### Percentage Rent Revenue By Month of Sales

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<th></th>
<th></th>
<th></th>
<th>Total</th>
<th>Approved Budget</th>
<th>Variance</th>
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</thead>
<tbody>
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<td>January</td>
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<td>108,794</td>
<td>110,253</td>
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<td>April</td>
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</tr>
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<td>November</td>
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</tr>
<tr>
<td><strong>TOTAL</strong></td>
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<td>0</td>
<td>160,452</td>
<td>172,675</td>
<td>(12,223)</td>
</tr>
</tbody>
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### 2020 Calendar Year

#### Percentage Rent Revenue By Month of Sales

<table>
<thead>
<tr>
<th>Month of Collection</th>
<th>2019</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th>Total</th>
<th>Approved Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td>435,947</td>
<td>441,012</td>
<td>(5,065)</td>
</tr>
<tr>
<td>February</td>
<td>34,414</td>
<td>222,464</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td>256,878</td>
<td>249,688</td>
<td>7,190</td>
</tr>
<tr>
<td>March</td>
<td>3,783</td>
<td>1,363</td>
<td>240,818</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>245,964</td>
<td>198,851</td>
<td>47,113</td>
</tr>
<tr>
<td>April</td>
<td>52,158</td>
<td>42,316</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>94,474</td>
<td>397,907</td>
<td>(303,433)</td>
</tr>
<tr>
<td>May</td>
<td>4,350</td>
<td>13,313</td>
<td>30,735</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>48,418</td>
<td>350,091</td>
<td>(301,573)</td>
</tr>
<tr>
<td>June</td>
<td>77</td>
<td>42,219</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>42,316</td>
<td>445,620</td>
<td>(403,304)</td>
</tr>
<tr>
<td>July</td>
<td>1,212</td>
<td>1,386</td>
<td>55,793</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>58,385</td>
<td>549,301</td>
<td>(490,016)</td>
</tr>
<tr>
<td>August</td>
<td>278</td>
<td>48,546</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>45,824</td>
<td>588,012</td>
<td>(532,188)</td>
</tr>
<tr>
<td>September</td>
<td>5,717</td>
<td>68,874</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>74,611</td>
<td>612,873</td>
<td>(538,262)</td>
</tr>
<tr>
<td>October</td>
<td>7,780</td>
<td>3,481</td>
<td>59,365</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>61,768</td>
<td>437,455</td>
<td>(375,769)</td>
</tr>
<tr>
<td>November</td>
<td>12,303</td>
<td>24,301</td>
<td>14,269</td>
<td>70,313</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>121,186</td>
<td>414,248</td>
<td>(293,062)</td>
</tr>
<tr>
<td>December</td>
<td>317</td>
<td>1,178</td>
<td>1,118</td>
<td>6,673</td>
<td>52,752</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>62,038</td>
<td>345,032</td>
<td>(282,994)</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>474,144</td>
<td>223,827</td>
<td>297,326</td>
<td>55,629</td>
<td>32,044</td>
<td>43,897</td>
<td>55,733</td>
<td>65,735</td>
<td>97,834</td>
<td>74,752</td>
<td>76,986</td>
<td>62,572</td>
<td>1,550,719</td>
<td>5,030,000</td>
<td>(3,479,281)</td>
</tr>
</tbody>
</table>

### 2019 Calendar Year

#### Percentage Rent Revenue By Month of Sales

<table>
<thead>
<tr>
<th>Month of Collection</th>
<th>2018</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th>Total</th>
<th>Approved Budget</th>
<th>Variance</th>
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<tbody>
<tr>
<td>January</td>
<td>440,658</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>441,012</td>
<td>370,902</td>
<td>70,110</td>
</tr>
<tr>
<td>February</td>
<td>3,159</td>
<td>246,489</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>249,688</td>
<td>245,000</td>
<td>4,688</td>
</tr>
<tr>
<td>March</td>
<td>4,535</td>
<td>345,466</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>397,907</td>
<td>365,902</td>
<td>32,005</td>
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<tr>
<td>April</td>
<td>350,001</td>
<td></td>
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<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>330,002</td>
<td>19,999</td>
<td></td>
</tr>
<tr>
<td>May</td>
<td>845</td>
<td>444,775</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>445,620</td>
<td>400,902</td>
<td>44,718</td>
</tr>
<tr>
<td>June</td>
<td>395</td>
<td>9,678</td>
<td>539,228</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>549,301</td>
<td>452,902</td>
<td>96,399</td>
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<tr>
<td>July</td>
<td>757</td>
<td>6,380</td>
<td>580,875</td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>588,012</td>
<td>545,902</td>
<td>42,110</td>
</tr>
<tr>
<td>August</td>
<td>14,112</td>
<td>598,761</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>612,873</td>
<td>575,902</td>
<td>36,971</td>
</tr>
<tr>
<td>September</td>
<td>120</td>
<td>586</td>
<td>2,140</td>
<td>434,609</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>437,455</td>
<td>435,902</td>
<td>1,553</td>
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<tr>
<td>October</td>
<td>10,151</td>
<td>15,620</td>
<td>388,477</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>414,248</td>
<td>365,902</td>
<td>48,346</td>
</tr>
<tr>
<td>November</td>
<td>125</td>
<td>10,045</td>
<td>356,309</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>366,479</td>
<td>322,902</td>
<td>43,577</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>443,857</td>
<td>246,597</td>
<td>198,073</td>
<td>403,466</td>
<td>346,706</td>
<td>455,210</td>
<td>546,780</td>
<td>661,573</td>
<td>611,052</td>
<td>450,354</td>
<td>398,522</td>
<td>356,309</td>
<td>5,051,447</td>
<td>4,615,824</td>
<td>356,623</td>
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Pike Place Market, PDA
Footnotes to Statement of Revenue and Expenditures
February 28, 2021

Capital Replace Reserve Fund Balance (includes Lasall Senior Housing LLC)

<table>
<thead>
<tr>
<th></th>
<th>Anticipated Year End Balance</th>
<th>YTD Balance (Actual)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance 01/01/2021</td>
<td>20,103,993</td>
<td>20,103,993</td>
</tr>
</tbody>
</table>

**Budget 2021 Contribution:**
- -

**Capital Projects Spending:**
- (29,994)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CRRF Capital Reserve Balance 1/31/2021</td>
<td>20,103,993</td>
</tr>
</tbody>
</table>

Reconciliation of Net Operating Result (Operating Statement) to Current Year Result (Balance Sheet)

(a) Net Operating Results - Operating Statement

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Interest Expense on Bonds</td>
<td>(150,460)</td>
</tr>
<tr>
<td>Deferred WSDOT Rev, grants &amp; gains</td>
<td>54,171</td>
</tr>
<tr>
<td>Net Operating Result on the Balance Sheet</td>
<td>367,794</td>
</tr>
</tbody>
</table>

(b) Current Year Result - Balance Sheet

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>367,794</td>
</tr>
</tbody>
</table>
## February 2021 CAPITAL PROJECTS REPORT

<table>
<thead>
<tr>
<th>BLDG</th>
<th>GL Code</th>
<th>Project Name</th>
<th>2020 Budget Carryover</th>
<th>2021 Budget Allocation</th>
<th>2021 Total Budget</th>
<th>YTD Expenses</th>
<th>Status for Financial Reporting</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>PDA</td>
<td>163659-00</td>
<td>Clock Repair</td>
<td>40,000</td>
<td>0</td>
<td>40,000</td>
<td>0</td>
<td>On Hold</td>
<td>19-45</td>
</tr>
<tr>
<td>SAN</td>
<td>163689-00</td>
<td>Flower Row</td>
<td>271,871</td>
<td>0</td>
<td>271,871</td>
<td>0</td>
<td>On Hold Contract cancelled</td>
<td>19-56</td>
</tr>
<tr>
<td>PDA</td>
<td>163823-00</td>
<td>2018 TERM ARCHITECT</td>
<td>32,872</td>
<td>0</td>
<td>32,872</td>
<td>0</td>
<td>On Hold</td>
<td>17-49</td>
</tr>
<tr>
<td>STE</td>
<td>163849-00</td>
<td>Intercom Replacement</td>
<td>6,912</td>
<td>0</td>
<td>6,912</td>
<td>0</td>
<td>On Hold</td>
<td>19-31</td>
</tr>
<tr>
<td>NAR</td>
<td>163854-00</td>
<td>North Arcade window restoration</td>
<td>190,000</td>
<td>0</td>
<td>190,000</td>
<td>0</td>
<td>On Hold (Restarting)</td>
<td>19-57</td>
</tr>
<tr>
<td>LAS</td>
<td>163857-00</td>
<td>PDA Bathroom Remodel</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>On Hold</td>
<td></td>
</tr>
<tr>
<td>PER</td>
<td>164106-00</td>
<td>Pergola gutter upgrade</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>On Hold</td>
<td></td>
</tr>
<tr>
<td>SAO</td>
<td></td>
<td>Soomes Dunn Courtyard Design</td>
<td>30,000</td>
<td>0</td>
<td>30,000</td>
<td>0</td>
<td>On Hold (MHC Plan Set)</td>
<td></td>
</tr>
<tr>
<td>TRI</td>
<td></td>
<td>Triangle Parapet Cap</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>On Hold (MHC Plan Set)</td>
<td></td>
</tr>
</tbody>
</table>

Available for 2020 capital projects: 1,405,000

**Total Capital Projects:** 571,655 1,405,000 1,995,155

**MISCELLANEOUS (Tenant Compensations and Commercial Tenant Improvements):**

160260-00 | Commercial Tenant Compensation | 0 | 80,000 | 80,000 | 0

160280-00 | TI - Tenants | 0 | 85,000 | 85,000 | 10,000

**Sub-Total:** 0 | 165,000 | 165,000 | 10,000

**CONTINGENCY:**

160940-00 | Contingency for Known Projects | 0 | 100,000 | 100,000 | 0

160970-00 | Contingency for Unknown Projects | 0 | 100,000 | 100,000 | 0

**Sub-Total:** 0 | 200,000 | 200,000 | 0

**LONG TERM STUDIES:**

NEW | Strategic Commercial Opportunity Analysis | 0 | 50,000 | 50,000 | 0

**Sub-Total:** 0 | 50,000 | 50,000 | 0

**CAPITAL INVENTORY:**

160XX-00 | Capital Inventory | 0 | 400,000 | 400,000 | 19,994

**Sub-Total:** 0 | 400,000 | 400,000 | 19,994

**Total:** 571,655 2,170,000 2,740,155 29,994
Overall occupancy rate: 91%. Residential and Maintenance staff continue to work on apartment rehabs in order to rent to new tenants. Western Avenue Senior Housing is at 100% occupancy while LaSalle is at 98%.
HIGHLIGHTS

COMPLIANCE / HUD
- The week of March 15th staff will be distributing a new Seattle Renters Handbook for new move-ins.
- Required HUD tenant selection plan is under review.

BUILDING AND STAFF ISSUES
- On March 17th staff will be attending a Zoom meeting regarding rent assistance from King County.
- Effective March 8 current residential staff received new building assignments to reflect current staffing. Residential manager and HR are actively working to fill staffing vacancies.
- This month staff will be attending a training to help deal with difficult people and difficult situations.
- HUD unit turn overs and repairs remain a priority and staff are completing emergency work orders as needed. All other projects on hold.
- Pest control inspections will resume when it’s safe to do so.
- We are still continuing to mindfully work with all residents who are behind their rent.
- COVID – 19 related info
  - Resident wellness check continues
  - No known cases

RESIDENT UPDATES AND INVOLVEMENT
- A vaccination clinic was hosted at Stewart House on March 4 with a second clinic scheduled for April 1.
- BINGO returns in April!
- Continue to work on rent assistance funding for residents.
- Food Bag delivery to those in need continues (through Market Commons)
- Meal Delivery – Every Tuesday & Friday - (through Market Commons & other sources
Vaccine Day in the Market

Pike Place Market Foundation partnered with the Pike Market Senior Center, Pike Place Market PDA and the Seattle Fire Department to bring COVID-19 vaccines to the high-risk seniors who live at Pike Place Market and vulnerable neighbors in downtown.

A total of 298 vaccines were distributed to the Market’s senior residents and downtown senior neighbors, who live in low-income housing or are experiencing homelessness.

“I’m 71 years old and in my condition, the virus would have wiped me out,” said a senior resident in the Market. “When they called me [to schedule the appointment], I knew someone was looking out for me. The weight of the past year was just lifted from my shoulders – I’ve been panicking and staying inside.”

Less than 1% of the 400 senior residents in the Market had received a vaccine before last week’s vaccine event.

“Our priority was to bring the Mobile Vaccine Unit into the Market to deliver vaccines directly to the high-risk senior population who lives and accesses our vital services in the Market,” said Jeannie Falls, Executive Director of the Pike Market Senior Center. “Many of our senior residents and senior center members have mobility issues with no access to the internet or transportation to get to vaccination sites around the area.”

The Market’s vaccine distribution also expanded to include senior artists, flower farmers and workers, as well as Pike Market Child Care and Preschool workers who just became eligible for vaccines.

“It’s liberating – we’ve been back at work since July and had not been prioritized as essential workers, until now,” said Lesa Valenzuela, Education Coordinator at Pike Market Child Care and Preschool. “I’m just so happy for all of us.”

Rolling out COVID-19 vaccines through the Mobile Vaccination Unit is an important way to bring this service to populations in our community who would have difficulty receiving the vaccine otherwise due to limitations with technology and barriers with mobility.

Recent & Upcoming Communications:

3/9: Senior & Child Care Vaccine Day in the Market
Rally Together for the Market!

Last June, our virtual event Rally for the Market! marked the public kick-off to our Power of Pike Place Recovery campaign. That event helped raise over $500,000 to meet the needs of the Market community in one of the hardest moments of the Market’s recent history.

On May 20th, we will gather the community virtually once again as we Rally Together for the Market! During the livestream event, we will celebrate how we are working together to overcome the challenges of the past year and continue on the Market’s road to recovery.

This year, we invite you to show your support by being a Rally Pacesetter. Share your love of Pike Place by making a donation and impact now. Gifts made prior to April 15 will help leverage additional donations during the livestream AND ensure that we reach our ongoing recovery effort goals. More than half of the gifts were new last year - your gift today can help inspire increased support this year.

To make a Pacesetter gift and RSVP, visit our event page.

Market Merchant Outreach:

We are thrilled that Miranda Arney will be joining us as our Part-Time Market Merchant Outreach Coordinator to support CharitableMarketplace.org and other Merchant activities through January 2022. A long-time Market crafter and owner of Perennial Leather Provisions, Miranda also produced the daystall-led “Behind the Table” auction that raised money for the Market Community Safety Net. Most recently, Miranda has acted as Peer Educator helping small Market business owners and workers through The Market Commons. We are SO thrilled to have Miranda on board; her start date is May 1st.

Sponsorship Opportunities:

We are in the process of securing additional sponsors for our events and campaigns this year and are currently 35% to our Rally Sponsorship goal of $17,500. We would love to have your company join us as a sponsor of one of this year’s events! If your company participates in event sponsorships or if you know of additional corporate partners who would like to sponsor an event or campaign, most immediately our Rally Together for the Market! virtual event, please connect them with Lexie Rodriguez at Lexie.Rodriguez@PikePlaceMarket.org. The earliest print deadline to sponsor our Rally Together for the Market! event is next Monday, March 22nd, though we will accept sponsors through May 1st to be acknowledged during the program.

This year’s sponsorship opportunities will include:
- Rally Together for the Market!: May 20th
- Sunset Supper... Reimagined: August 20th
Sunset Supper ... Reimagined!
Save the Date for Friday, Aug 20th for Sunset Supper at Pike Place Market! Plans are in the works and beginning approvals. There will be opportunities to dine and celebrate in the Market, as well as options for at-home, for THE Party of the Summer. Stay tuned!

Power of Pike Place Campaign Update

As of March 9, 2021

<table>
<thead>
<tr>
<th></th>
<th># Gifts</th>
<th>Dollars Raised</th>
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</thead>
<tbody>
<tr>
<td>General</td>
<td>3,139</td>
<td>$3,440,940</td>
</tr>
<tr>
<td>Safety Net</td>
<td>540</td>
<td>$385,164</td>
</tr>
<tr>
<td>Small Biz</td>
<td>104</td>
<td>$427,790</td>
</tr>
<tr>
<td>TOTALS</td>
<td>3,783</td>
<td>$4,253,894</td>
</tr>
</tbody>
</table>

We took a one-year snapshot of our fundraising since the pandemic began. To date, over 2,500 unique donors have contributed more than $4.2 million dollars to the Market’s recovery - some more than once!

Here are a few key highlights:

- The average gift overall is $1,124, demonstrating that donors continue to be very generous in support of the Market community
- More than a third of donors are brand new - almost half of which made a gift for the first time during last year’s Rally for the Market! virtual event
- Most gifts (2,231 to be exact!) to the recovery campaign have been in the $1-$100 range, illustrating the impact and importance of broad community support
Hello.

A comment/correction:
The "public" is not "invited to Vote in Critical Election": the Constituency membership is. It's not a "come one, come all" event: it involves only the individuals who have taken the step to join the Constituency. The Constituency Executive Committee is not in the position to "invite" the membership to vote: it is the membership's right to do so. (And the above comment doesn’t even address the fact that the election, as planned, contravenes the procedure outlined in the Constituency bylaws for filling a vacancy.) Christine Vaughan Constituency Member since 1990.

Sent from my iPhone

On Mar 22, 2021, at 5:43 PM, Pike Place Market Constituency <contact@pikeplacemarketconstituency.org> wrote:
These are the open positions and individuals who are running for each position:

Chair: Lisa Connolley
Vice Chair: Audora Lopez
PDA Council Representative: Joan Paulson and Nick Setten

**KING COUNTY MOVES TO PHASE III ON MONDAY, MARCH 22ND**

The governor has declared that all of Washington, including King County, will be in Phase III starting Monday, March 22nd:

“The new phase also allows for up to 400 people maximum to attend outdoor activities, as well as events in indoor facilities — so long as 400 people does not exceed 50% capacity for the location, and physical distancing and masking protocols are enforced.”


**More news:** On Wednesday, March 17th, six days prior to our election, the new PDA Council’s chair introduced a letter stating the PDA Council was going to appoint someone of their choice to fill the Constituency vacancy on the PDA Council, ignoring our plans to hold an election and possibly overriding the Constituency’s members’ choice to fill the seat.

We notified the PDA and the PDA Council in February and again in early March of our intention to hold an election in March to fill this position. If you recall, we notified our members on March 9th and 13th of our upcoming election. On Tuesday, March 16th at our General Assembly meeting (see the link to the recording below), we ratified some specifics of the upcoming election.

As you may know, the Constituency provides the Public voice on the PDA Council, and this is why we encourage you to come out to vote in this critical special election. Pursuant to the PDA Charter, our bylaws, and city ordinances, the Constituency comprises 1/3 of the membership of the PDA Council. The PDA already has appointed 1/3 of the members of the PDA Council. The mayor has appointed the final 1/3 of the members of the PDA Council. This balanced composition ensures the small merchants and residents in the Market have an equal voice on the Council relative to the PDA.

We are providing documentation for all that has been reported above; please find attached:

1. Constituency Notice of Special Election. (see attachment)
   https://us-ms.gr-cdn.com/getresponse-QLOtz/documents/18605966-7-d77-444-afa7-c37a064c08c.docx

2. Zoom link to recording of Pike Place Constituency March 16, 2021 meeting.
   https://zoom.us/rec/share/zqKfI3zQo7z7yAIk5BC-KgLpQ3Wi_m0Mm8z8HT7xRmbhGL8jplOlNs5H_Cdmbu2.nulcVVgHuPzwwEhH

3. Letter from the new PDA Council Chair, Colleen Bowman, regarding her choice to appoint the Constituency’s PDA Council Representative more than several weeks after we notified the PDA and PDA Council that the Constituency plans to hold an election in March to fill this seat. (see attachment)