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**Pike Place Market Preservation and Development Authority (PDA)**

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**ASSET MANAGEMENT COMMITTEE**  
**Meeting Minutes**

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**Tuesday August 13<sup>th</sup>, 2013**  
**4:00 p.m. to 6:00 p.m.**  
**Elliott Bay Room**

**Committee Members Present: Gloria Skouge, David Ghoddousi, Ann Magnano, Patrick Kerr**

**Other Council Members Present:**

**Staff Present: Ben Franz-Knight, John Turnbull, Tamra Nisly, Jennifer Maietta, Bob Beckstrom, Dianna Goodsell**

**Others Present: Howard Aller, Bob Messina**

The meeting was called to order at 4:02 p.m. by Gloria Skouge, Chair

*Patrick Kerr entered in at 4:03p.m*

**I. Administration**

- A. Approval of the Agenda.  
The agenda was approved by acclamation
- B. Approval of the July 8<sup>th</sup>, 2013 Minutes  
The minutes were approved by acclamation.

**II. Announcements and Community Comments**

Howard Aller inquired about the configuration of the residential units for the Pike Place Market Waterfront Entrance Project; he inquired to know if the units would be designed to be fully handicapped equipped.

**III. Action Item(s)**

- A. **Action Item:** Proposed Resolution **13-44:** Authorization for Contract Authority - North Arcade Repair Gutters and Downspouts

Bob Beckstrom introduced the resolution which states that 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, in order to maintain the viability of the Pike Place Market buildings the PPMPDA has determined the North Arcade gutter system is leaking, rusting, and need of repairs. The PPMPDA has executed a competitive bid process to repair the North Arcade gutters and downspouts. **BE IT RESOLVED** that the PPMPDA Council authorizes the PPMPDA Executive Director or his designee to enter into a contract with Miller

SheetMetal Inc. in an amount not to exceed \$12,606.30 for the execution of repairing the North Arcade gutters and downspouts. The funds for this project will be drawn from the Capital Projects Budget, Accounting Code 163741-00.

David Ghoddousi moved, Ann Magnano seconded

There was a brief discussion that followed.

For: David Ghoddousi, Gloria Skouge, Ann Magnano, Patrick Kerr

Against: 0

Abstain: 0

Proposed Resolution 13-52 passed unanimously

B. **Action Item:** Proposed Resolution **13-53:** Authorization for Contract Authority - Triangle Market Replace Marquee Gutters and Downspouts

Bob Beckstrom introduced the resolution which states that 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, in order to maintain the viability of the Pike Place Market buildings the PPMPDA has determined the Triangle Market gutter system is leaking, rusting, and need of replacement the PPMPDA has executed a competitive bid process to replace the Triangle Market gutter systems, including paint, and associated repairs. BE IT RESOLVED that the PPMPDA Council authorizes the PPMPDA Executive Director or his designee to enter into a contract with Miller SheetMetal Inc. in an amount not to exceed \$19,016.65 for the execution of replacing and repairing the Triangle Market Building Gutter Systems. The funds for this project will be drawn from the Capital Projects Budget, Accounting Code 160213-00.

David Ghoddousi moved, Betty Ann Magnano seconded

There was a brief discussion that followed.

For: David Ghoddousi, Gloria Skouge, Ann Magnano, Patrick Kerr

Against: 0

Abstain: 0

Proposed Resolution 13-53 passed unanimously

IV. **Public Comment**

Patrick Kerr requested to get an update on the committee items including the Atrium Kitchen, Security, Parking and the Wall Replacement Project update.

Ben Franz-Knight provided several updates regarding the Atrium Kitchen, Security, Parking and the Wall Replacement Project. He noted that the construction contract for the Pike Place Market Kitchen was recently signed. He reported that the PDA was in the process of interviewing and hiring a new Security Manager; they anticipate hiring a Security Manager by September. He lastly reported that Parking has been performing extremely well and that the Wall Replacement Project is due for construction after Labor Day.

David Ghoddousi inquired about the Rummage Hall and how it was currently managed. He requested a Management Update briefing on the Rummage Hall next month.

V. **Property Management**

A. Residential Property Management Report

John Turnbull briefly discussed the Residential Property Management Report. He noted that the vacancy rate was slightly high last month and that there was several move-ins. He lastly noted that there have been several audits performed in the last month.

Patrick Kerr inquired about the residential vacancies.

*Closed Session started at 4:23p.m.*

- B. Closed Session (RCW 42.30.110 [c])
  - I. Review of Lease Proposals
  - II. New Lease - So Much Yarn - 1525 First Avenue #4  
New Lease - Chicken Valley - 1507 Pike Place #520  
Lease Renewal - Choice Produce - 1514 Pike Place #4  
Lease Renewal - Left Bank Books - 92 Pike Street  
Lease Renewal - Lungu Gifts & Antiques - 1906 Pike Place #7
  - III. Review of Delinquency Report
    - a. Vacancy Report
    - b. Current Lease Negotiations

*Closed Session ended at 4:59p.m.*

- C. Open Session: Approval of Lease Proposals

*Open Session started at 4:59p.m.*

- D. **Action Item:** Proposed Resolution **13-54:** Lease Proposals - August 2013

Jennifer Maitetta introduced the resolution which states the Lease Proposals for August 2013 below:

So Much Yarn Middle Sister Yarns, Inc.	Five (5) Years	September 1, 2013
Chicken Valley Chicken Valley, LLC	One (1) Year	September 1, 2013
Choice Produce HeeSoon Kim	Five (5) Years	September 1, 2013
Left Bank Books Alana King, Lisa Sturdivant, Lucas Smith Ben Cody & Lindsay Baggette	Five (5) Years	September 1, 2013
Lungu Gifts & Antiques Philip Kwara	Three (3) Years	September 1, 2013

David Ghoddousi moved, Ann Magnano seconded

For: David Ghoddousi, Gloria Skouge, Ann Magnano

Against: 0

Abstain: Patrick Kerr

Resolution 13-54 passed with a vote 3-1-0

#### **VIII. Items for the Consent Agenda**

Resolutions 13-52 and 13-53 were moved to the consent agenda. Patrick Kerr noted that he would like Proposed Resolution 13-54: Lease Proposals - August 2013 off of the Consent Agenda due to his concern regarding one of the lease proposals.

**IX. Concerns of Committee Members**

Ann Magnano inquired about the progress of getting a bank at the Market.

Jennifer Maietta noted that the issue of getting a bank at the Market was twofold. She noted that there had been numerous attempts in trying to secure a bank at the Market; the Commercial Department had contacted several banks with no success due to the type of banking needs in the Market. She asked the committee members if they had any suggestions.

**X. Adjournment**

The meeting was adjourned at 5:08p.m. by Gloria Skouge, Chair

Meeting minutes submitted by:  
Dianna Goodsell, Administrative Services Coordinator