



PDA Council Meeting Minutes

Thursday, September 24th, 2014
4:00 p.m. to 6:00 p.m.
Elliott Bay Room

Committee Members Present: Matt Hanna, Patrick Kerr, Gloria Skouge, David Ghoddousi, Bruce Burger, Jackson Schmidt, Jim Savitt, Ann Magnano, Patrice Barrentine, Rico Quirindongo

Staff Present: Ben Franz-Knight, Tamra Nisly, John Turnbull, Jennifer Maietta, Lillian Hochstein, Kelly Lindsay, Jessica Carlson, Cathy Silva, Matt Holland, Andre Zita, Dianna Goodsell

Others Present: Ernie Sherman, Chris Scott, Joan Paulson

The meeting was called to order at 4:01 p.m. by Matt Hanna, PDA Council Chair.

I. Administration

A. Approval of the Agenda

Public Comment was moved under Section V, Item C prior to the Closed Session of the Council.

The agenda, as amended, was approved by Acclamation

B. Approval of the August 28th, 2014 Meeting Minutes.

The minutes were approved by Acclamation

II. Announcements and Community Comments

III. Reports and Information Items

A. Council Chair Report

Matt Hanna presented the PDA Council Chair for the month of September. He reported on the agenda items for the evenings meeting include a presentation on one of the 2014 Strategic Issues: Sustainability. Due to the lack of a committee quorum for the September Finance & Asset Management Committee meeting, there would be a closed session regarding the Property Management Report and approval of the September Lease Proposals. Matt separately provided a brief update on the PPMWE funding plan. He reported that we are seeking an RFP for a consultant to help us with the tax credit opportunities nationally. He lastly reported on the 2015 Budget process and the Annual Executive Director Review which has now begun.

Matt reported separately on the Annual PDA Council Retreat which is set tentatively for November 5th from 11:30a.m. to 4:30p.m. in the Elliott Bay Room. He added that we are seeking additional dates to hold the retreat and will make the appropriate announcement

for publicizing the final date. He added that we will be discussing the Pike Place Market Waterfront Entrance programming uses and funding, as well as the 2015 Strategic Issues.

Patrick Kerr inquired on the amount we are seeking for the New Market Tax Credit.

Rico Quirindongo entered into the meeting at 4:07p.m.

B. Executive Director's Report

Ben Franz-Knight presented a brief Executive Director's Report for the month of September. He mentioned that there was a full Executive Directors report included with the Full Council packet. He noted that we are looking forward with the final piece of the levy work with the windows on Western; he added that Andre Zita & Larry Barton will be taking charge of the efforts for the window project. He highlighted a few items in the ED Report including a new Market Event "Behind the Table" which will be held on October 24th. He noted that Roberto's has finally opened and that the food is really good. He lastly reported that we are working with WSDOT in the amendment of the convenient with the existing use of the garage; we hope to have a resolution by next month.

Jackson Schmidt entered into the meeting at 4:15p.m.

C. Committee Chair Report

None

D. Other Reports

None

IV. Key Issues and Presentations

A. Pike Place Market 2014 Strategic Issues

I. Sustainability

Ben Franz-Knight and Tamra Nisly presented on the Sustainability as one of the Pike Place Market 2014 Strategic Issues; a copy of the presentation was included with the PDA Council records. A summary of the 2014 Strategic Issue on Sustainability was as follows:

ReTeam

- PDA team naming contest
- Team consists of senior staff members from multiple departments
- Created logo for internal PDA use
- 2014 Ownership items
- Multiple team collaboration efforts

Community Engagement & Education

- Market Insider Articles (6)
- Residential Insider articles (4)
- Explored resources for increased public bike racks in Market

- Held tenant workshop exploring sustainability issues for Daystall businesses
- Increased locker storage capacity allowing for tenant commuter trip reduction
- Commercial tenant outreach & training; letters, flyers, individual meetings, etc...
- Residential Building meetings with SPU reading compost/waste/recycling requirements

Internal Progress

- Held all PDA staff training with Cedar Grove
- Installed 8 staff bike racks
- Fairley Wall Entrance Improvement
- Put uncoated cardboard out to bid
- Published RFP for energy efficient washer/dyers for residential buildings & laundry service contract
- Implemented electronic billing for commercial tenants

2014 Partnerships

- HomeWise - Market House Weatherization Project
- SCL - Flower Row/Leland/ Fairley LED light conversion
- Seattle 2030/SCL - Fish Market/Highstall light replacement/ bulb retrofit
- SDOT - bike rack installation proposal

2015 Planning

- City of Seattle Food Service packaging/compost disposal law changes - Outreach & Education
- Consumer Composting Education and Bin Replacement
- Daystall Sustainability Group - Continued work
- Garbage and Waste Infrastructure Improvements
- Bike Rack/Bike Valet project
- North Arcade Wall Renovation
- 2015 ReTeam Budget

Resolution 00-36

- Approval of updated PDA Environmental Policy - to be reviewed and approved upon at the October 30th PDA Council Meeting

There was a brief discussion that followed by the Council.

Bruce Burger inquired regarding sustainability efforts for the PPMWE project.

Jackson Schmidt noted that the Miller Hull team is on the forefront on LEED certification for their designs.

Matt Hanna noted that he would like to ensure that the ReTeam maintains communication with the PDA Council on open projects for bigger issues with Market sustainability.

Matt Hanna separately inquired on the City ordinance regarding food containers and the changes to come with recycling in the City. He was curious to see if we could look into the leasing guidelines for commercial tenants and keeping consistent with the updated city rules and regulations.

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

A. Consent Agenda
None

B. **Action Item:** Proposed Resolution **14-60:** Authorization for Contract Authority - Replacement of Fans, Lights and Piping Insulation - Market House

Andre Zita 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, WHEREAS, in order to maintain the viability of the Pike Place Market buildings the PPMPDA has determined to perform a replacement of bathroom fans, lights bars and other pipe insulation in the 1st & Pine Market House. WHEREAS, the PPMPDA has secured a City of Seattle grant of \$52,481 to substantially offset labor and material costs. The City of Seattle's Department of Housing/Homewise has identified these items as needing replacement as part of an ongoing effort to meet its city-wide energy conversation goals. NOW, THEREFORE, BE IT RESOLVED that the PPMPDA Council authorizes the PPMPDA Executive Director or his designee to enter into a contract with **Raatz Construction Company Inc.** in an amount not to exceed **\$68,382** for the execution of work necessary to accomplish this scope. The funds for this project will be drawn from the Capital Projects Budget, 2014 Winterization – Window Replacement: 162005-00

David Ghoddousi moved, Patrick Kerr seconded

For: Patrick Kerr, Gloria Skouge, David Ghoddousi, Bruce Burger, Jackson Schmidt, Jim Savitt, Ann Magnano, Patrice Barrentine, Rico Quirindongo

Against: 0

Abstained: Matt Hanna

Resolution **14-60:** Authorization for Contract Authority - Replacement of Fans, Lights and Piping Insulation - Market House passed with a vote of 9-0-1.

C. Other

VI. Closed Session

The Council entered into Closed Session at 4:54p.m

I. Property Management Report - *RCW 42.30.110 [c]*

- II. Review of Lease Proposals
 - Lease Renewal - Little Shanghai - 1906 Pike Place #3
 - Lease Renewal - Market Spice - 85A Pike Street
 - Lease Renewal - Maximilien's - 81A Pike Street
 - Lease Renewal - Pike Place Naturopathic - 1532B Pike Place
- III. Leasing Negotiations - 1919 Post Alley - RCW 42.30.110 [c]
- IV. Review of Delinquency Report
 - a. Vacancy Report
 - Current Lease Negotiations

Jim Savitt left the meeting at 6:11p.m.

The Council entered into Open Session at 6:12p.m.

The Council reviewed the Commercial Property Management Report, pending Lease Proposals and discussed leasing negotiations for 1919 Post Alley address during Closed Session.

VII. Open Session

- A. **Action Item:** Proposed Resolution **14-59:** Lease Proposals - September 2014

Jennifer Maietta introduced the resolution which states the following lease proposals for September 2014:

<u>Tenant</u>	<u>Term</u>	<u>Start Date</u>
Little Shanghai Josephine Tam & Yvonne Tam	Three (3) Years	October 1, 2014
Market Spice Jim Samuel	Five (5) Years	November 1, 2014
Maximilien's Axel Mace & Wilfred Boutillier	Five (5) Years	September 1, 2014
Pike Place Naturopathic Dr. Estaban Ryciak	Five (5) Years	August 1, 2014

Ann Magnano moved, David Ghoddousi seconded

For: Patrick Kerr, Gloria Skouge, David Ghoddousi, Bruce Burger, Jackson Schmidt, Ann Magnano, Patrice Barrentine, Rico Quirindongo

Against: 0
Abstained: Matt Hanna

Resolution **14-59**: Lease Proposals - September 2014 passed with a vote of 8-0-1.

VIII. Further Public Comment

Joan Paulson thanked the PDA Staff and Council for their work on Sustainability efforts for the Market.

IX. Concerns of Committee Members

None

VIII. Adjournment

The meeting was adjourned at 6:16pm. Matt Hanna, PDA Council Chair

Meeting minutes submitted by:
Dianna Goodsell, Administrative Services Coordinator