

Pike Place Market PDA Executive Committee Meeting Minutes

Wednesday, February 21, 2024

4:30 p.m. to 5:45 p.m.

Location: Economy Building Classroom (1435 First Ave, 3rd Floor) **OR**

Join Zoom Meeting: <https://us02web.zoom.us/j/83182452824>

OR dial +1 253 215 8782 US (alternate number 253-205-0468), Meeting ID: 831 8245 2824

Committee Members Present: Jan Hendrickson, Devin McComb, Paul Neal, and Gundeep Singh

Other Council Members Present: Gina Karaba, Nick Setten

Staff Present: Mary Bacarella, Madison Bristol, EJ Griffin, Amy Wallsmith

Others Present: None

The meeting was called to order at 4:00 p.m. by Devin McComb, Chair.

1. Administration

A. Approval of the Agenda

The agenda was approved by acclamation.

B. Approval of the January 17, 2024 Executive Committee Meeting Minutes

The January 17, 2024 meeting minutes were approved by acclamation.

2. Announcements and/or Community Comments

There were no community comments or announcements.

3. Council Chair Report

Devin McComb thanked everyone for their participation in the various meetings. He noted the second draft of the Master Plan would be available Friday, February 23. At the next meeting, he expected to host a discussion on upcoming PDA Council vacancies in July.

4. Committee Chair's Report

A. Finance and Asset Management

Gundeep Singh reported there was a full agenda at the previous Finance and Asset Management meeting, with four lease renewals and six proposed resolutions presented to the committee. All proposed resolutions were moved to the consent agenda save for Proposed Resolution 24-05: Allocation of Year End Balance 2023. He noted a continuing strong financial performance presented in the January 2024 financials and strong final financials for 2023.

Devin McComb thanked Gundeep Singh for his report and requested a presentation on lessons learned from 2023 and takeaways. Gundeep Singh agreed and noted he and Sabina Proto would develop something for the Council or Executive Committee.

Paul Neal noted there was a discussion on Master Plan implementation at the meeting. The committee discussed what implementation would require and the need for identifying immediate items and items requiring long-term planning.

Gundeep Singh asked when the PDA Council would meet and start developing a timeline for implementation. It was decided implementation could likely be discussed as early as March. Some items would require more collaboration between the PDA Council and staff in order to identify timing needs.

Nick Setten asked about a comprehensive seating plan being presented at a meeting of the Market Historical Commission. Mary Bacarella noted components of the plan are being implemented, but large scale considerations would commence with the adoption of the Master Plan. There was a consensus a Master Plan timeline would need to be developed with short and long-term projects identified and there likely would be a person overseeing its implementation

B. Market Programs

Nick Setten gave a brief report as Russell Monroe and Patrice Barrentine were not present at the meeting. He noted:

- Daystall Arts and Farms and Marketing presenting their goals for 2024.
- Local Appreciation Day was January 27th and had the most successful shopping incentive to date.
- New commercials showcasing the various Market businesses were shared at the meeting.
- Market buskers performed at Cruise Line International Association's conference.
- Farm and studio visits are ongoing.
- Daystall Farm hired a new Daystall Farm Program Specialist position, filling all vacancies.
- PDA staff presented at the University of Washington to a Food Systems class about Pike Place Market.
- Farm events featuring seasonal produce are being planned over the summer.
- PIKE BOX registration is scheduled for the end of the month.

C. Executive Director Hiring Committee

Devin McComb reported meetings were being held each Thursday and outreach was ongoing to search firms. He noted a new Executive Director may not be hired until August or September.

Gundeep Singh left the meeting at 5:05 p.m.

i. Substitution of Committee Member

Gundeep Singh joined the meeting at 5:07 p.m.

Devin McComb noted Russell Monroe had expressed interest in the Executive Director Hiring Committee and Nick Setten offered his position on the committee. Devin McComb noted per the PDA Council Policies and Procedures, a substitution to persons serving on Council Committees shall be made by the Executive Committee at the recommendation of the Committee Chair with the agreement of the Executive Committee. Devin McComb asked if there was opposition to the change. The change was approved by acclamation.

5. Executive Director Report

Mary Bacarella shared her Executive Report, highlighting:

- Daystall Rules Review is underway and key dates can be found on the Market Tenant Dashboard.
- The second draft of the Master Plan will be distributed Friday, February 23.
- The Listening Session has tentatively been scheduled for February 27.
- A DSHS mobile office will be set up from 10 a.m. to 2 p.m. at the North Slabs.
- A demonstration came through Pike Place Market on February 17th and participants stayed at the Market for 45 minutes.
- Commercial is working to fill vacancies.
- The Rummage Hall is being moved to a new location within the Market.
- Three of the six new promotional videos featuring Market businesses were shared.

6. Public Comment

There were no public comments.

7. Concerns of Committee Members

Nick Setten noted Chris Scott had been elected interim Constituency Chair.

Paul Neal shared his experience entering the Market and seeing how noticeably calm it was compared to other parts of downtown thanks to the security team.

Gina Karaba commented noting a need for seating.

8. Adjournment

The meeting was adjourned at 5:26 p.m. by Devin McComb, Chair.

Meeting minutes submitted by:

EJ Griffin, Executive Administrator