

## **Pike Place Market PDA Council Meeting Minutes**

**Date:** Thursday, February 29, 2024

**Time:** 4:00 p.m. – 6:00 p.m.

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

Join Zoom: <https://us02web.zoom.us/j/85463342076?pwd=QjVTVWJFVUdFGZDVON2ZMVMZ1eFlxdz09>

Meeting ID: 854 6334 2076, Passcode: 842779

**ALL PPMPDA COUNCIL MEETINGS ARE BEING HELD BOTH IN PERSON AND VIRTUALLY VIA ZOOM.**

Council Members Present: Devin McComb (Chair), Patrice Barrentine (Vice-Chair), Jan Hendrickson (Secretary), Gina Karaba, Ray Ishii, Gordie McIntyre, Russell Monroe, Paul Neal, Margaret Norton-Arnold, and Nick Setten

Staff/Consultants Present: Mary Bacarella, Erica Bates, Madison Bristol, Ashley Conradi, Zack Cook, EJ Griffin, Brady Morrison, Karin Moughamer, John Turnbull, Amy Wallsmith

Others Present: Traci Calderon, Skip Knox, Annie Lannin, Bob Messina, Joan Paulson, Heather Pihl, Chris Scott, Lillian Sherman, Christine Vaughan, and one other member of the public.

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

### **1. Administration**

A. Approval of the Agenda

The agenda was approved by acclamation.

*Patrice Barrentine joined the meeting at 4:03 p.m.*

B. Approval of the January 25, 2024 Meeting Minutes

The January 25, 2024 Meeting Minutes were approved by acclamation.

C. Approval of the January 30, 2024 Special Meeting Minutes

The January 30, 2024 Special Meeting Minutes were approved by acclamation.

D. Approval of the February 2, 2024 Special Meeting Minutes

The February 2, 2024 Special Meeting Minutes were approved by acclamation.

E. Approval of the February 5, 2024 Special Meeting Minutes

The February 5, 2024 Special Meeting Minutes were approved by acclamation.

### **2. Public Comment Including the Market Community**

Christine Vaughan commented on the Executive Director Hiring Committee and wanted more emphasis on the Charter and farmers in the hiring process. She noted farmers' inclusion in the second draft of the Master Plan.

Heather Pihl confirmed the receipt of the Friends of the Market's letter to Council. She commented on seating options around the Market.

Bob Messina commented asking for clarification the data behind the assumptions around revenue and margins in the Master Plan.

Joan Paulson agreed with prior comments and shared her views on the Master Plan.

### **3. Discussion Topics**

#### **A. Master Plan Update and Next Steps**

A reminder was given to Councilmembers to submit feedback on the second draft of the plan by Monday, March 4.

Devin McComb asked for initial reactions to the second draft. He noted he felt it was looking more complete and he could see earlier feedback applied. The clear inclusion of farmers and general increased specificity were noted positive changes in the latest draft by Councilmembers.

Paul Neal noted there were detailed plans for issues the Council had been working to address for a long time and it felt there was a path forward. The sentiment was shared by other Councilmembers.

Margaret Norton-Arnold asked what next steps were for the Master Plan. Devin McComb reminded the Council a listening session was scheduled for March 4. At the March 28 PDA Council meeting, a third draft incorporating the feedback of Council and community members would be shared. A detailed overview of next steps would be shared after the Council shared their initial reactions to the second draft.

Nick Setten asked if there was a chance to review strategies within the Master Plan. He had heard community concerns around aspects of the plan and felt there were opportunities to tie the plan into Market foundational documents. A discussion was held emphasizing that strategies within the plan would need to be explored further in the implementation phase. Specific strategies suggested were examples and might not be implemented after consideration and evaluation of feasibility. The plan would serve as a guide for strategies with goals and vision.

*Gina Karaba joined the meeting at 4:19 p.m.*

Margaret Norton-Arnold commented there would need to be a rollout strategy for the Master Plan.

Patrice Barrentine cited the 30 year Capital Needs Assessment as a recent plan the PDA undertook that served as a guide for projects. She noted like the CNA, there would be discussions throughout its implementation and different committees would oversee different components of the plan.

Paul Neal commented he would like to see where estimates for potential strategies were pulled from.

Gina Karaba noted she'd like to see craftspeople play a larger role in the plan.

Nick Setten asked how specific the day's discussion should be. Devin McComb encouraged detailed comments be submitted in writing for ease of application to the plan.

Nick Setten asked about the frequency of levies. A discussion was held noting there would likely be funding sought every 20 years or so through levies and other sources.

Mary Bacarella gave an overview of next steps. She reiterated the due date for comments from the PDA Council on the second draft. She noted the final draft was scheduled to be released around March 15. At the March 28 PDA Council meeting, a vote on the adoption of the Master Plan through a resolution would be held. There was a request for a broad outline of key components of the rollout at the March PDA Council meeting.

#### **4. Action Items**

##### **A. New Business**

##### **i. Proposed Resolution 24-05: Allocation of Year End Balance 2023**

Mary Bacarella on behalf of Sabina Proto introduced Proposed Resolution 24-05, which states: WHEREAS, the PDA staff has carefully reviewed the 2023 year-end PDA un-audited operating statements and finds that there is a year-end net-result operating balance after debt service and reserves of \$4,365,247; and,

WHEREAS, the full PDA Council in their annual budget process had budgeted a surplus of \$2,370,098 to be contributed to PDA Capital Repair and Replacement Fund (CRRF), leaving an unallocated balance from 2023 operations of \$1,995,149; and,

WHEREAS, the PDA Finance Committee has considered PDA Council priorities and alternatives for use of additional year end monies available, and annually recommends to the full Council use of any such un-programmed operating balance; and,

WHEREAS, the PDA is engaged in several capital projects, in different buildings, which will require large withdraw amounts from the CRRF; and,

WHEREAS, the PDA Council recognizes the importance of the continued support and appreciation toward the PDA staff. During the 2024 Budget process the PDA council estimated a contribution of \$650,000 into the Pension Plan, depending on the 2023 year end result. Because of the successful 2023 year, the PDA council approves the entire amount of \$650,000 to be contributed to the PDA Pension Plan, which was placed in 2024 Budget.

THEREFORE, NOW BE IT RESOLVED that the PPMPDA Council allocates the remaining 2023 year-end operating balance as follows:

\$ 1,995,149 to Capital Repair and Replacement Fund.

Paul Neal moved the resolution and Patrice Barrentine seconded.

Devin McComb confirmed it was discussed at the Finance and Asset Management Committee Meeting and if there was anything important to be shared from that meeting's discussion.

Gordie McIntyre asked about the Master Plan's goals for margins versus the Net Operating Result in 2024. Mary Bacarella noted the difficulty during COVID and discussed the need for economic resiliency in supporting the Market.

Ray Ishii reviewed the reasoning behind the proposed resolution and shared the need for a healthy reserve in the event of emergencies and the carrying out of capital projects. He noted the pension contribution for staff was one way to retain employees and help provide a reasonable compensation plan.

Gordie McIntyre noted capital projects under the management of Brady Morrison often go under budget.

For: Devin McComb, Patrice Barrentine, Jan Hendrickson, Gina Karaba, Ray Ishii, Gordie McIntyre, Russell Monroe, Paul Neal, Margaret Norton-Arnold, and Nick Setten

Against:

Abstain:

Proposed Resolution 24-05 passed by a vote of 10-0-0.

#### B. Consent Agenda

- i. Proposed Resolution 24-06: Authorization for Contract Authority – Place Pigalle Window Replacement
- ii. Proposed Resolution 24-07: Authorization for Contract Authority - Leland 79 Window Replacement
- iii. Proposed Resolution 24-08: Authorization for Contract Authority - Leland Hallway Painting
- iv. Proposed Resolution 24-09: Contract Authority – Condenser Loop Glycol installation and testing
- v. Proposed Resolution 24-10 to Authorization to Purchase MarketFront Pavilion Table Conversion
- vi. Proposed Resolution 24-11: Lease Proposals February 2024

The title of Proposed Resolution 24-10 to Authorization to Purchase MarketFront Pavilion Table Conversion was corrected. The Consent Agenda was approved by acclamation.

### **5. Programs and Information Items**

#### A. Council Chair Report

Devin McComb gave his report, noting:

- A letter from Friends of the Market in the packet.
- A link to the Seattle Transportation Plan would be shared with the Council.
- Councilmembers should submit comments on the Master Plan by Monday March 4. Attendance for the community listening session was optional and Councilmembers should consider the rollout and future conversations on implementation.

He then reported on the Executive Director Hiring Committee meetings, thanking PDA Staff and committee members for their work. He noted the RFP deadline had been extended and interviews for search firms would be held in March. A recommendation for a search firm would be brought before the full PDA Council at the March meeting following interviews. The hiring process was anticipated to run through the summer.

Margaret Norton-Arnold asked when Mary Bacarella’s final date of work would be and if an interim Executive Director would be hired. Mary Bacarella noted she had extended her final date to June 1. Devin McComb noted should there be a window between Mary Bacarella’s date of departure and the hiring of a new Executive Director, the leadership team could manage their individual departments.

#### B. Executive Director Report

Mary Bacarella gave her report noting the Seattle Transportation Plan included the streetcar connector and the Pike Place street related project. Additionally, she noted Senior Center had a DSHS mobile office visit Pike Place Market.

She presented an overview of the demonstration on February 17 and the response of the PDA security team and SPD.

### C. Committee Chair Reports

Ray Ishii shared a report from the Finance and Asset Management Committee meeting, noting:

- The 2023 final financials were shared and showed a strong performance.
- The revenue for parking continued to be strong.
- The year over year increase in revenue had gone down.
- The capital projects team brought forward several resolutions as seen in the consent agenda.
- Insurance renewal was one thing to consider for future meetings.

Russell Monroe shared updates from the Market Programs Committee meeting, his report included:

- 2024 goals were presented for Marketing and Daystall.
- An overview of proposed Daystall Rules changes was shared by Amy Wallsmith.

Nick Setten asked if any of the goals were tied to sales number. It was clarified that sales data for businesses could not be easily tied to marketing.

## 6. Public Comments

Chris Scott commented on the reasoning for blocking roads during protests.

Skip Knox asked for information on the survey data used to inform the Master Plan and who would be stewarding the plan's implementation.

Bob Messina commented on the next steps for the Seattle Transportation Plan. He commented on the second draft of the Master Plan on the topic of working with MHC.

Joan Paulson commented on the purpose of Pike Place Market and goals of the Master Plan. She noted there was a lack of opportunity for the public to respond to discussions with limited scheduled time for public comment.

## 7. Concerns of Councilmembers

Paul Neal responded to an earlier question on public outreach regarding the Master Plan, noting the source of the data's methodology and metrics were contained within the Master Plan.

Nick Setten asked about policies around businesses becoming credit card only. Mary Bacarella noted it was up to businesses to determine acceptable payment methods, but the Market was not going to be credit card only.

Gina Karaba commented on the new commercial campaign, requesting Indigenous artists at the Market be featured in future campaigns.

Ray Ishii confirmed the listening session would be accessible via Zoom.

**8. Adjournment**

The meeting was adjourned at 5:46 p.m. by Devin McComb, Chair.

Meeting minutes submitted by: EJ Griffin, Executive Administrator