



Pike Place Market Preservation and Development Authority (PDA)

OPERATIONS & COMMUNICATIONS COMMITTEE
Meeting Minutes

Thursday September 16th, 2010
4:00 p.m. to 6:00 p.m.
PDA Conference Room

Committee Members Present: John Finke, Patrick Kerr, David Ghoddousi, Gerry Kumata

Other Council Members Present: Gloria Skouge, Bruce Lorig

Staff Present: John Turnbull, Anita Neill, James Haydu, Jennifer Maietta, Brittney Farrow, Ryan Hostetler, Matt Holland, Scott Davies

Others Present: Liza Couchman

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

I. Administration

- A. Approval of Agenda
The agenda was approved by acclamation.
- B. Approval of August 12th, 2010 Minutes
David Ghoddousi moved and Patrick Kerr seconded.
The minutes passed unanimously.
- C. Announcements and Community Comments
None

II. Marketing

- A. Staff Reports
James reported; some Market-related archival documents that are approximately 80 years old. If Councils approval he would like to donate all archival Market-related documents, photos, etc. to MOHAI who would in turn preserve them. John F noted that he would seek approval from the rest of Council. Upcoming festivals include the Buskers Festival on Sunday September 19th and the Artisanal Food Festival the following weekend on September 25th and 26th. Marlys had some difficulty in coordinating space with the crafters but was able to come to a mutual agreement. The Marketing budget would be decreased in 2011 as 2010 was inflated due to certain projects, for instance, redesigning of the Pike Place Market website which has been completed. Requests for Qualifications (RFQ) were sent out for a new advertising agency and were due back on September 24th.

III. Farm Program

A. Staff Reports

James reported, farm season would wrap up at end of the month. James would meet with the Cascade group at the end of September and inform them that the Market did not intend to participate at the Satellite market next season. It was not generating enough interest and farmers were not making any money. For next farm season James was considering a Friday evening farmers Market on Pike Place, more to come.

IV. Property Management

A. Residential Property Management Report

John T distributed a hand out that listed businesses that were being relocated due to Phase II of the renovations. He continued to review in detail the temporary locations of some tenants and other tenants that had not yet been determined their temporary location. He additionally noted that La Buona Tavola was interested in temporarily occupying a craft space at the end of the line. For the most part the moves were going well. Council in general agreed that Phase II of the renovations were going well all things considered.

John handed out an informational update on the Section 8 contract for the Sanitary Market. He noted that the Section 8 contract was to expire in October 2011. The PDA had decided for financial reasons not to renew the contract. As required by Federal Law tenants were provided with a one-year notification prior to the expiration of the contract. John continued to explain that tenants could apply for a voucher through SHA, remain in their apartment and continue to pay their current rental rates. He also noted that the letter mailed to them explained the process in detail along with a question and answer attachment.

John handed out the residential vacancy report. He noted that four tenants were scheduled to move in within the week. A couple of the apartments have been held open and used for bed bug cleaning / sanitizing. John noted that he would be working closely with staff on getting the remaining occupancies filled. The Steward House was scheduled to be re-occupied sometime in June 2011.

B. Closed Session Closed Session (RCW 41.30.110 [c])

The meeting went into closed session at 4:25 pm

- i. Review of Lease Proposals
- ii. Review of Delinquency Report
- iii. Vacancy Report
- iv. Current Lease Negotiations

Gerry Kumata joined during closed session at 4:26 p.m.

Closed session ended at 5:06 p.m.

C. **ACTION ITEM:** Approval of Lease Proposals

John F moved the new lease proposal, Gerry Kumata seconded.

For: John Finke, Patrick Kerr, David Ghoddousi, Gerry Kumata

Against:

Abstained:

The lease proposals were passed unanimously.

D. Staff Reports

None

V. Items for Consent Agenda

John Finke placed the proposed lease on the consent agenda, it was agreed.

VI. Public Comments
None

VII. Concerns of Committee Members
None

VIII. Adjournment
The meeting was adjourned at 5:08 p.m. by John Finke, Chair.

Meeting minutes submitted by:
Anita Neill, Executive Assistant