



Executive Committee Meeting Agenda

Date: Wednesday, January 20, 2016

Time: 4:30 p.m. – 5:45 p.m.

Location: Salish Room (Economy Building)

Committee Members: Matt Hanna (Chair), Rico Quirindongo, Betty Halfon, Gloria Skouge, David Ghoddousi and Ann Magnano

4:30pm	I. Administrative: A. Approval of Agenda B. Approval of the Executive November 11, 2015 Committee Meeting Minutes	Chair
4:35pm	II. Announcements and/or Community Comments	
4:40pm	III. Council Chair Report	Matt Hanna
4:55pm	IV. Committee Chair's Report A. Finance & Asset Management B. Market Programs C. MarketFront	Gloria Skouge Betty Halfon Rico Quirindongo
5:10pm	V. Executive Director's Report	Ben Franz-Knight
5:15pm	VI. Public Comment	
5:20 pm	VII. Closed Session A. Executive Director Annual Review (<i>Closed Session Per (RCW 42.30.110(1)(b))</i>)	Chair
5:40pm	VIII. Concerns of Committee Members	
5:45pm	IX. Adjournment	Chair



Executive Committee Meeting Minutes

Wednesday, November 11th, 2015
4:30 p.m. to 5:45 p.m.
Goodwin Library

Committee Members Present: Matt Hanna, Rico Quirindongo, Gloria Skouge, Betty Halfon, David Ghoddousi, Ann Magnano

Other Council Members Present:

Staff Present: Ben Franz-Knight, Dianna Goodsell, Tamra Nisly

Others Present: Joan Paulson, Howard Aller

The meeting was called to order at 4:31 p.m. by Matt Hanna, Chair.

I. Administration

A. Approval of the Agenda

The agenda was approved by Acclamation

B. Approval of the Executive Committee September 16, 2015 Meeting Minutes.

David Ghoddousi noted a minor correction to the September 16, 2015 Meeting Minutes. Under Section VII, Public Comment, he noted that a rock was discovered at Virginia and Pike and not at Steinbrueck Park as indicated in the meeting minutes.

The minutes, as amended, were approved by Acclamation

II. Announcements and Community Comments

Joan Paulson inquired about the protocol for asking public comment. She had further inquired regarding time limits for public comment.

Matt Hanna noted that the time limit for public comment would be at the discretion of the Committee Chair. He noted that there is not a requirement under the Open Public Meetings Act to include public comment: we have included public comment in the past and will continue to do so though.

III. Council Chair's Report

Matt Hanna provided a brief Council Chair report for the month of November. He discussed the upcoming items for the November Full Council meeting including the final approval of the 2016 Budget and review of the Trademark Licensing Agreement with Aegis Senior Communities LLC.

IV. Committee Chair's Report

A. MarketFront

A. Rico Quirindongo provided a report to the Executive Committee on the November MarketFront Committee meeting. Reports and Key Items for the November 2nd meeting included an update on the MarketFront Construction, Budget & Schedule. Ben Franz-Knight had provided an update on the archeological findings at the MarketFront construction site. There was lastly an update provided to the Committee on the Public Art Schedule Review. Lillian Sherman and Tamra Nisly had reviewed the MarketFront public art schedule with the Committee including a brief report on the status of three out of the four public art components for the MarketFront. It was reported that the artists Graypants were shopping the Seattle bench concept elsewhere. The artists would also be taking some time to design something new in place of the Seattle Bench for the MarketFront. Lastly Action Items included the approval of Resolution **15-75: MarketFront Project (PC1N) Mill Hull Additional Services – Design Services for Signage and Interim Stair.**

B. Finance & Asset Management

Gloria Skouge provided a report to the Executive Committee on the recent Finance and Asset Management Committee meeting held the prior evening. Reports and Key Items that were discussed during the meeting included a preview of the MarketFront Housing Financing Resolution regarding Low Income Housing Tax Credits and a review of the financial statements for October 2015. Actions Items included the approval Resolution **15-76: Adoption of the 2016 PDA Operating and Capital Projects Budget** as approval of Resolution **15-77: Lease Proposals for November** including Lease Renewal with Bella Umbrella and New Lease with Choukette.

C. Market Programs

Betty Halfon presented a brief report the Executive Committee on the November Market Programs Committee meeting. She reported that there was an overview of the holiday campaign as well as an update on the major Gum Wall cleaning for 2015. Emily, the Director of Marketing & Communications provided a brief introduction to the new Digital Marketing Program Manager for the PDA. She noted that there was a brief review of the recent media activity for the Gum Wall including a summary of the extensive international coverage received. There was a separate review of the Holiday Campaign which included a visual preview of the marketing materials proposed for the campaign. Under Reports and Key Items, Betty reported that there was a presentation by David Dickinson, Daystall and Arts Program Manager on the Market Craftspeople as part of the 2015 Strategic Issues. There was a separate presentation on the 2015 Farm Program. Action Items included the proposal of Resolution **15-66: Authorization for Non-Exclusive Trademark Licensing Agreement with Aegis of Queen Anne.** The Committee decided to present this resolution as a new business item for the November PDA Council Meeting.

V. Reports and Actions Items

None

VI. Executive Director's Report**A. Review of PDA Council Operating Procedures & Policies**

Ben Franz-Knight presented a review of the PDA Council Operating Procedures & Policies with the Executive Committee. He noted that there was a recent amendment to the City of Seattle public meeting guidelines. There was a draft of the proposed changes, specifically under meeting decorum highlighted in red; a copy of the draft proposed changes were included with the PDA Council records.

There was a brief discussion that followed by the Committee regarding proposed changes to the current PDA Council Operating Procedures & Policies.

Matt Hanna had requested to have Counsel review the proposed changes to the PDA Council Operating Procedures & Policies and bring back the changes for consideration of the PDA Council at next month's Committee meeting.

Ben Franz-Knight presented the Executive Director's Report for the month of November 2015. He highlighted a few items including the recent Gum Wall maintenance project. He provided an update on the MarketFront Project including the recent archeological work. He reported that there were ten features that were discovered on the construction site, resulting in an additional three weeks to the construction schedule. The three week schedule impact would end up being an additional 540,000 in funds. The substantial project completion date was originally scheduled for December 2nd, now with an anticipated date of substantial completion on December 23rd. He lastly reported that the shoring work was almost complete.

VII. Public Comment

Howard Aller said there should be a way for the Committee Chair to politely ask members of the public to conclude their public comment in applicable situations.

VIII. Concerns of Committee Members

None

IX. Adjournment

The meeting was adjourned at 5:43 pm by Matt Hanna, Chair

Meeting minutes submitted by:
Dianna Goodsell, Executive Administrator