DUE TO THE EXTRAORDINARY PUBLIC HEALTH CIRCUMSTANCES RELATED TO THE ONGOING COVID-19 (CORONAVIRUS) OUTBREAK, PARTICIPATION IN THIS MEETING WILL BE TELEPHONIC OR VIRTUAL. ALL PDA COUNCILMEMBERS WILL PARTICIPATE REMOTELY.

**Date:** Wednesday, April 22, 2020  
**Time:** 4:30 p.m. – 5:45 p.m.  
**Location:**  
Join Zoom Meeting: [https://zoom.us/j/92941998275](https://zoom.us/j/92941998275)  
Meeting ID: 929 4199 8275  
OR  
Dial by your location  
+1 253 215 8782 US  
Meeting ID: 929 4199 8275

**Committee Members:** Rico Quirindongo (Chair), Betty Halfon, Devin McComb, Patrice Barrentine and David Ghoddousi

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<thead>
<tr>
<th>Time</th>
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<th>Chair</th>
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<tr>
<td>4:30pm</td>
<td>I. Administrative</td>
<td>Chair</td>
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<td></td>
<td>A. Approval of Agenda</td>
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<td>B. Approval of the March 18, 2020 Executive Committee</td>
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<td>Meeting Minutes</td>
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<td>4:35pm</td>
<td>II. Announcements and/or Community Comments</td>
<td>Chair</td>
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<td>4:40pm</td>
<td>III. Council Chair Report</td>
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<td>4:55pm</td>
<td>IV. Committee Chair’s Report</td>
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<td></td>
<td>A. Market Programs</td>
<td>Patrice Barrentine</td>
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<td>B. Finance &amp; Asset Management</td>
<td>Devin McComb</td>
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<td>5:20pm</td>
<td>V. Executive Director’s Report</td>
<td>Mary Bacarella</td>
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<td>5:35pm</td>
<td>VI. Public Comment</td>
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<td>5:40pm</td>
<td>VII. Concerns of Committee Members</td>
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<td>5:45pm</td>
<td>VIII. Adjournment</td>
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Executive Committee
Meeting Minutes

Wednesday, March 18, 2020
4:30 p.m. to 5:45 p.m.
Location: Members of PDA Staff, PDA Council Members and the public, dial in number is 1-855-202-9977

DUE TO THE EXTRAORDINARY PUBLIC HEALTH CIRCUMSTANCES RELATED TO THE ONGOING COVID-19 (CORONAVIRUS) OUTBREAK, PARTICIPATION IN THIS MEETING WILL BE TELEPHONIC. ALL PDA COUNCILMEMBERS WILL PARTICIPATE REMOTELY.

Committee Members Present: Rico Quirindongo, David Ghoddousi, Devin McComb, Patrice Barrentine

Other Council Members Present: Colleen Bowman, JJ McKay

Staff Present: Mary Bacarella, Karin Moughamer

Others Present: Joan Paulson, Gordon McIntyre

The meeting was called to order at 4:01 p.m. by Rico Quirindongo, Chair.

I. Administration
   A. Approval of the Agenda
      The agenda was approved by acclamation.

      Approval of the February 19, 2020 Executive Committee Meeting Minutes
      The February 19, 2020 Executive Committee Meeting Minutes were approved by acclamation.

II. Announcements and/or Community Comments
    None.

III. Council Chair Report
    Rico Quirindongo began with the following updates:
    • MarketFront leak investigation continues.
    • Overlook Walk design conversations have started up and Mary will provided an update in her report.
    • The Signature Sign project is on hold to address more pressing matters.
    • The Nomination Committee has selected a recommendation for the Mayor’s consideration, and that will be reviewed in a resolution in March.
    • PDA staff have been responding to the COVID-19 round the clock and he commended staff for the response and their tireless effort. He noted it is important to support staff in their efforts with an overall goal to keep the community whole and protected during this time.
    • One Family. One Mission. One Love.

IV. Committee Chair’s Report
   A. Market Programs
      Patrice Barrentine noted there was no meeting this month.
B. Finance & Asset Management
Devin McComb noted the agenda was amended and many of the items were moved to a future meeting. There was a brief review of the February 2020 financials, which showed that many expenses were tracking closely but there were some early indicators of the impact of Coronavirus. Also discussed was the need to move funds from the CRRF into the Operating Reserve.

V. Executive Director’s Report
Mary Bacarella began by noting it’s been a wild three weeks with staff working 7 days a week to work through all the issues affecting every aspect of the Market. Staff are pivoting their response based on updates provided by the State, County, and City. The focus is on public health and in response to the recent announcement restricting events over 50 people as well as the closure of bars and limiting restaurants to take-out, the Market made the difficult decision to close down commercial businesses except grocers, take-out, social services, fish, and produce. The commercial team has been working hard to reach out to all of our tenants to determine their open/closed status. In addition, several drive-up spots have been designated throughout the Market to allow for quick pick-up from vendors.

Residential staff are on staggered shifts and working with the residents closely. The low-income and senior residents are being checked on daily. Chef Tracy is making fresh food bags for the food bank and residential tenants.

The Market is still being promoted and fresh producers, grocers, fish, and meat are being highlighted on social media. We received thousands of daffodils that were going to be given away on daffodil day. Those are still being handed out to the community.

PDA staff are still hard at work. Many are working remotely from home and there are no plans for staffing changes at this time. Staff are researching grants and loans for each of our communities – crafts, farmers, residential, and commercial. That information will be shared through Tenant Alerts.

A budget amendment resolution is being prepared for Council to review.

Mary has been receiving information from Visit Seattle on the current status of tourism in the city. As of now, the city is at 28% capacity, compared to roughly 75% this time last year.

The Signature Signage project is on hold until staff and council feel it’s appropriate to continue the public review process.

Lastly, parking revenue is down $70,000 compared to this time last year.

David Ghoddousi asked how the Chinese Cuisine window replacement is going. Mary Bacarella responded it’s still underway along with some of the other capital projects that started before the coronavirus picked up.

David Ghoddousi asked if the Postal Service is delivering mail. Mary Bacarella responded yes, USPS is still operating and Wanderers is staying open in the Market.

Devin McComb asked for clarification on the parking revenue. Mary Bacarella responded the decrease in revenue is a comparison from March 2020 to March 2019.
Patrice Barrentine thanked Mary for the above report. She also thanked her and the Marketing staff for messaging things very well. She noted that she saw on the website a list of the businesses that have an online presence and it was nice to see a creative way to connect shoppers to our community when they can’t be open in the Market.

Colleen Bowman asked for an update on the Safety Net campaign. Mary Bacarella responded she will reach out to Lillian Sherman for an update on the current amount. Colleen Bowman suggested having a monthly update on the number of requests versus the amount in the fund.

VI. Public Comment
Joan Paulson noted that parking revenue should not be compared this year to last as last year was such a robust year.

VII. Concerns of Committee Members
Mary Bacarella noted the Market Foundation has raised $90,000 for the Safety Net.

VIII. Adjournment
The meeting was adjourned at 4:58 p.m. by Rico Quirindongo, Chair.

Meeting minutes submitted by:
Karin Moughamer, Executive Administrator