



Executive Committee Meeting Agenda

Date: Wednesday, June 20, 2018

Time: 4:30 p.m. – 5:45 p.m.

Location: Goodwin Library (Economy Building)

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

4:30pm	I. Administrative:	Chair
	A. Approval of Agenda	
	B. Approval of the May 23 rd , 2018 Executive Committee Meeting Minutes	
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4:35pm	II. Announcements and/or Community Comments	Chair
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4:40pm	III. Council Chair Report	Chair
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5:00pm	IV. Committee Chair's Report	
	A. Market Connections	Rico Quirindongo
	B. Market Programs	Betty Halfon
	C. Finance & Asset Management	Ray Ishii
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5:20pm	V. Executive Director's Report	Mary Bacarella
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5:35pm	VI. Public Comment	Chair
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5:40pm	VII. Concerns of Committee Members	Chair
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5:45pm	VIII. Adjournment	Chair



Executive Committee Meeting Minutes

Wednesday, May 23rd, 2018

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

Goodwin Library

Committee Members Present: Matt Hanna (Chair), Rico Quirindongo, David Ghoddousi, and Gloria Skouge

Other Council Members Present:

Staff Present: Mary Bacarella, Karin Moughamer

Others Present: Howard Aller

The meeting was called to order at 4:30 p.m. by Matt Hanna, Chair.

I. Administration

A. Approval of the Agenda

The agenda was approved by Acclamation.

B. Approval of the April 18th, 2018 Executive Committee Meeting Minutes

The April 18th, 2018 Executive Committee Meeting Minutes were approved by Acclamation.

II. Announcements and Community Comments

None.

III. Council Chair's Report

Matt Hanna provided an update on the Overlook Walk which is moving into another phase of discussion. Friends of the Waterfront wants to be very active and engaged with the Overlook Walk and the operation of the waterfront and Overlook Walk. The PDA believes with its track record of performance it's the best entity to maintain a level of operations, maintenance and security. Conversations will continue with how the PDA should be involved and there are differing views but it will come down to what the city wants. There is a meeting soon with Marshall [Foster] to discuss the management plans with the hope of the city being able to tell the PDA what they are looking for and how the PDA can make the Overlook Walk a success. Matt asked when the upcoming Overlook Walk meetings are. Mary Bacarella responded there is an internal meeting tomorrow, a meeting with the city on May 30th and a meeting to discuss the design on June 6th. Matt added the design meeting is an opportunity to provide input on design components, including the connection to the elevators and the southeast corner of Overlook Walk.

Matt continued by noting the PDA continues to work with the Foundation to find a shared path forward. The Services Agreement is in place and an important feature in the PDA fulfilling its charter mission. Discussions continue on communication protocols and Councilmembers

attending Foundation board meetings and adjusting expectations and roles for those members at the meetings.

Lastly, Matt provided an update on the Nomination Committee proceedings. There are two candidates who will be interviewed and Mary is pursuing two or three more candidates. The interviews are scheduled and both are strong candidates.

IV. Committee Chair's Report

A. Market Connections

Rico Quirindongo noted the status update provided on the Convention Center addition and Mary provided a report. Matt asked if there was a closed session to discuss the MarketFront leak issues. Mary Bacarella responded no and Rico Quirindongo added there was a good meeting that took place today. Rico Quirindongo asked for confirmation on Carrie [Holmes] attending the full council meeting.

B. Market Programs

Matt Hanna provided an update in Betty Halfon's absence. There have been updates to the Farm mobile landing page and there was a mention on social media about Small Business Week. The e-newsletter has a new design and there were many good social media promotions of the Market. There were five filming projects in April and non-paid advertising was strong. New craft recruits were shared and the farm team shared information on the remote markets and CSA program.

C. Finance & Asset Management

Finance & Asset Management did not meet and lease review will take place at full council on May 31st.

V. Executive Director's Report

Matt asked for an updates on facts and figures on remote farmers markets and information on the CSA program, including the growth trajectory, in Mary's ED report to full Council. Mary responded she will include that information.

Rico Quirindongo asked for an update on the digital book. Mary responded staff are editing chapters 1-3, chapters 4-5 are complete, and chapter 6 needs to be written. It should be done by July and launched by September, per the grant from 4Culture.

Mary Bacarella continued with her update. She has reached out to the DSA regarding the plum trees along Pike, per Howard Aller's question last month. She has not received an update. Mary also reached out to the Pike Place Food Bank on the recent closure of the Cherry Street Food Bank and how that may affect them. She will follow-up when she hears more. The south elevator is still waiting on parts.

Mary provided an update on the council interviews. Oti Peprah, an employee at Boeing and on the Board of Directors of the Urban League, and Tessa Levine-Sauerhoff, a senior account director at Artefact and has an MBA, are scheduled for interviews. Mary is reaching out to two more potential candidates and Colleen is reaching out to another person.

Parking is up 14% from April 2017.

The skybridge bid is good for 90 days and Mary noted her meeting with Angela Steel from the City to discuss the budget and look for ways the city can help with additional funding and if this project could piggy-back on other projects the Market is doing with the city. Matt Hanna asked what the delta is on the project. Mary responded the bid is \$523,000 and the PDA has committed \$350,000. Angela Steel is trying to see if the permit fees can be reduced or removed from the project. Matt Hanna wonders if it's worth pushing this project through and move to seek reimbursement as we move forward as this is not going to get any cheaper. Mary noted there is probably 6-7 weeks left of the 90-day bid. Rico Quirindongo added the conversations can still continue while the bid and resolution process moves forward. Mary would like to hear more from Angela before making the final decision. Rico asked what the council action should be. Matt responded the Council will need to approve the resolution and he believes it should be presented in June.

Mary continued that staff has reached out to the community regarding the Hildt-Licata. Initial public meeting is on May 30 and written comment is due June 1. PDA staff will review and respond in late June, will bring the recommendations to council in August and to City Council in October.

Parks department is providing an update on Steinbrueck Park to Historical Commission right now, and Brady is attending. Mary will be setting up a meeting with Parks to discuss connectivity in the next few weeks.

Mary will provide an update and proposal on wayfinding in June. Interviews for the Director of Marketing will start next week and she is starting to look at the Operations department. Justin, in the marketing department, has given his notice and Mary asked if the PDA has ever considered a non-compete clause. MarketFront activation plan is moving forward and business incubation planning is moving along as well.

Mary mentioned the recent Seattle Times article on the LID noting the schedule associated with the public hearing and assessment letters.

Lastly, Mary provided an update on the viaduct demolition and reimbursement for closure of the parking garage. PDA attorneys have been working with WSDOT and the attorney general's office has reviewed the letters from the PDA and they recommend WSDOT settle the matter. WSDOT initially offered to reimburse the PDA for signage and possibly staff time to redirect drivers under the relocation assistance program, but there is no guarantee of compensation for that. Charlotte at WSDOT and her boss appear to want to work with the PDA on this matter but WSDOT officials at a higher level are unwilling to budge. WSDOT says they do not reimburse for loss of business however the PDA has presented this as compensation due to substantial impact on access to our garage. WSDOT sent the PDA a letter to condemn part of the building and on May 31st there will be a hearing on this matter.

Matt Hanna asked what Gerry's opinion is on the matter. Mary responded she will follow-up with him. Matt would like his input and suggestions on how to crack into WSDOT or whether to take a firmer legal position. Matt asked what amount the PDA should be compensated. Mary responded the PDA asked for \$45,000 with data to support that. \$20,000 would be fair.

Matt Hanna mentioned his conversation with Gerry regarding the LID and the option to record a covenant on PDA property that says nothing more than all of these things exist, the reason being only properties with recorded covenants are subject to the exemptions from the appraisers assessment. Matt asked Mary to follow-up with Gerry on this matter. Matt also wonders if recording a covenant will have an effect on financing.

VI. Public Comment

Howard Aller noted his concern for the need for additional security after hours on the Overlook Walk and hopes the Council is taking that into consideration and the PDA considers its role in the Overlook Walk and compensation.

VII. Concerns of Committee Members

David Ghoddousi noted that a disabled resident living in WASH was trapped in the elevators. Those elevators have been troublesome since opening. David wants to know who built the elevators and why are they not responsible for a functional elevator. David would like to review the needs assessment for the entire market and would like to see a cost projection for staffing. He would like to see hiring contracts updated, especially to prevent people leaving to work with companies the Market does business with. David would like an update on the skybridge jurisdiction and doing work outside the historic district. Lastly, David would like to have an update on terrorism insurance. Mary noted that is on the agenda next week.

Matt Hanna commented that non-competes are increasingly difficult to enforce. It's something for the Market to consider and incorporate into some of the PDA's employment agreements, but he doesn't want the PDA to spend too much time on this.

Matt Hanna noted that a Capital Needs Assessment was conducted several years ago. Mary responded Steve was working on this and the first five years is up for review next year.

Rico Quirindongo understands not rushing to put action before council next week but is concerned that if it's presented in June, and people have concerns, the bid will expire. Rico suggests having this be a topic of conversation at the May meeting and can be prepared to vote in June. Rico wonders if the PDA could pursue a bid extension. Mary will ask. Rico asked if there will be a memorial or acknowledgement for Steve. Mary responded it's mentioned in the Market Insider. David suggested acknowledgement at full council. Lastly, Rico asked if the job descriptions for both the Marketing Director and the new Operations Director to be emailed to Council.

David Ghoddousi asked if the Executive Director can organize a field trip for councilmembers. Mary can organize but needs direction from council. Matt Hanna suggested Mary could organize a tour for new councilmembers and suggest a few dates and times. Mary asked if councilmembers would like to lead the tour and David said he would assist but that Mary should lead them.

VIII. Adjournment

The meeting was adjourned at 5:12 p.m. by Matt Hanna, Chair.

Meeting minutes submitted by:
Karin Moughamer, Executive Administrator