Executive Committee Meeting Agenda

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, July 22, 2020  
Time: 4:30 p.m. – 5:45 p.m.  
Location:  
Join Zoom Meeting: [https://us02web.zoom.us/j/82591144477?pwd=OEZwNmdRa3l5dDhOcElVUkpFULVLZz09](https://us02web.zoom.us/j/82591144477?pwd=OEZwNmdRa3l5dDhOcElVUkpFULVLZz09)  
OR Dial +1 253 215 8782 US (Tacoma), Meeting ID 825 9114 4477, Passcode 656627

Committee Members: Rico Quirindongo (Chair), Devin McComb, Patrice Barrentine, David Ghoddousi and Mark Brady

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<td>4:30pm</td>
<td>I. Administrative</td>
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<td>A. Approval of Agenda</td>
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<td>B. Approval of the June 17, 2020 Executive Committee Meeting Minutes</td>
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<td>4:35pm</td>
<td>II. Announcements and/or Community Comments</td>
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<td>4:40pm</td>
<td>III. Council Chair Report</td>
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| 4:55pm | IV. Committee Chair’s Report                  | Patrice Barrentine  
|        | A. Market Programs                           |                |
|        | B. Finance & Asset Management                | Devin McComb   |
| 5:15pm | V. Executive Director’s Report               | Mary Bacarella |
| 5:25pm | VI. Discussion Items                         | Chair          |
|        | A. Nomination Committee Update               |                |
| 5:35pm | VII. Public Comment                          | Chair          |
| 5:40pm | VIII. Concerns of Committee Members          | Chair          |
| 5:45pm | IX. Adjournment                              | Chair          |
Executive Committee Meeting Minutes

Wednesday, June 17, 2020
4:30 p.m. to 5:45 p.m.
Location: Join Zoom Meeting:

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.

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

Other Council Members Present: Colleen Bowman, Mark Brady, JJ McKay

Staff Present: Mary Bacarella, Karin Moughamer

Others Present: Joan Paulson, Haley Land

The meeting was called to order at 4:37 p.m. by Rico Quirindongo, Chair.

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

   Approval of the May 20, 2020 Executive Committee Meeting Minutes
   The May 20, 2020 Executive Committee Meeting Minutes were approved by acclamation.

II. Announcements and/or Community Comments

Joan Paulson commented in response to the elevator resolution passed at the Finance & Asset Management Committee meeting that she sees an issue in that there is no ADA plan associated with connecting the Market to the waterfront. If the whole plan, including ADA access is not thought through before starting the design process then the Market will end up with a design build plan, which does not benefit the Market. She wished that Rico Quirindongo had attended the meeting in order to provide his architectural expertise on the subject.

Haley Land commented that he just finished talking with David Dickinson regarding the Daystall reopening plan. He notes that staff are working hard to develop a plan that works for the community. Haley offered some suggestions and feels that there won’t be too many changes with what David is suggesting. He thanked staff for their work on this plan.

III. Council Chair Report

Rico Quirindongo did not present a report in order to allow more time for Committee chair reports and the Executive Director report. He did note however that progress is being made on the MarketFront leak investigation and that is good news.
Colleen Bowman asked if Rico knew anything more about the diversity inclusion topic discussed at the Market Foundation meeting last night. Rico Quirindongo responded that he believes the PDA is responding appropriately to current issues of diversity and that there are now a number of website resources and social media posts that promote black owned businesses at the Market. He provided a video statement last week about the Market’s response and that was shared through social media. Rico noted that the Market Foundation’s past president reached out to him and is interested in the Foundation and the Market doing something together, but he doesn’t have any understanding of what that something is right now. Rico is open to any conversation on this topic.

David Ghoddousi ratified what Rico Quirindongo said above and added that he hopes the PDA is paying attention to diversity in the contractors hired and the tenants that are being selected for open spaces. He believes that diversity should be represented in women, African Americans, and minority owned businesses.

IV. Committee Chair’s Report
A. Market Programs
Patrice Barrentine did not attend the meeting and it was chaired by Paul Neal. Mary Bacarella will provide an overview in her report later in the meeting.

B. Finance & Asset Management
Devin McComb noted that the May 2020 financial statements were reviewed and many revenue categories are below budget. There is a bright side in that more tenants are paying rent. Capital projects are on hold but there are a couple of repairs being made. There were three resolutions:
1. 20-16: Redemption of the 2009 Refunding Bond. This passed but it was not moved to the consent agenda as there was a question of whether to keep the cash in the CRRF rather than pay off the bond.
2. 20-17: PC-1S garage elevator. The resolution passed and this is to help work out the different options for elevators connecting the garage to Alaskan Way. The Market has received $45,000 in a grant from the state and the consultant is charging $42,000. This was moved to Consent Agenda.
3. 20-18: Lease Proposals was moved to Consent Agenda.

John Turnbull provided an update on residential. Vacancy is at 4% due to move outs and slower than normal turnaround due to staffing for unit turns.

Devin discussed that staff have been asked to pull information on women and minority owned businesses and to provide a report, whether that’s at Finance & Asset Management Committee meeting or at full council on contractors being hired, PDA staff diversity, and the diversity of Market tenants (both current and those who may become tenants.)

V. Executive Director’s Report
Mary Bacarella provided the following updates:
- The Market is working towards Phase 2, which may start as early as Friday, but staff are preparing in advance. Staff continue to put up signs (lots on masks and to stay 6’ apart) throughout the Market as well as educating tenants on what they need to do to reopen. Mary mentioned that it’s been hard to enforce the wearing of face coverings as it’s a mandate by the County and State. Staff are encouraging everyone to wear a mask.
- There are currently 105 businesses now open in Modified Phase 1. All of the Market buildings are now open
• Daystall is working on the reopening plan for craft. That plan will be sent out to the community tonight or tomorrow.
• Farm tables are now open on Thursday and Saturday and will stay just two days until craft returns.
• After talking with members of the community, business owners said that it felt like there were a few more visitors on Saturday compared to past weekends.
• Staff are busy responding to calls from commercial, farm, and crafters. Everyone wants to get back to business. There is a sanitizing and cleaning schedule in place and some clean-up will be taking place over the next few days to remove handmade signs that were used during the period when only essential businesses were open.
• The resolution for hiring the elevator design consultant passed at FAM. There will be a lot of input as we move forward so we can come up with a great idea for a future design.
• A Tenant Alert was sent to commercial tenants regarding the 20% rent incentive.
• Work is ongoing on the MarketFront leak.
• In Market Programs the Daystall reopen plan was discussed and there was a presentation on farm program for the summer. The CSA program pick-up starts today. There will be no satellite markets this year since most people in downtown are working from home. The message is to make the Pike Place Market your downtown Market. The contract with the City for the Pike Box program will continue to be support and staff anticipate the city renewing the contract this fall.
• Early bird parking rates were reduced to $10 for 12 hours (in by 9:30 am out by 9 pm.)
• Security staff are working on a de-escalation webinar to help the community handle issues that may arise related to COVID mandates.
• A parking sign outside Heritage House will go up next week as we go into Phase 2. The aquarium is opening next week and they’d like to ensure there is parking open nearby.

JJ McKay noted that Airbnb is starting to see their numbers return to normal for those traveling within 300 miles of their home.

JJ McKay asked when buskers will return to the Market. Mary Bacarella responded they hope to have busker return when the crafts return, which is probably early July. Staff need to consider how to handle vocalists versus instrumentalists.

Colleen Bowman asked if she knows anything more on what Kristie Beattie mentioned with regarding to the PDA being added to their purchasing power concept. Mary Bacarella responded that was the first she had heard of it and will look into it more.

Patrice Barrentine thanked Mary for her Market Programs update.

VI. Public Comment
None.

VII. Concerns of Committee Members
Mark Brady noted Constituency elections are tentatively set for August 18-21 and would like to explore using the Atrium for voting drop off.

Mark Brady asked if council changes will take effect July 1 as they were originally planned for. Rico Quirindongo responded yes, they will go into effect July 1.
David Ghoddousi would like to know if the PDA advertises available spaces at the Market to diverse populations. He would also like to know what the diversity of current tenants is. He would like to see the Market return to full potential. Mary Bacarella responded she can provide that information.

Devin McComb thinks it would be good to encourage diversity amongst commercial tenants and he recommends taking a look at what has been done with contracting with women and minority owned businesses and how that has worked out. He would like to ensure the PDA is seeing the broad opportunity and learn how the PDA considers diversity of applicants in choosing tenants as he knows a lot goes into selecting the right business for the space. He believes the PDA needs to be very thoughtful in how we address this and staff will need to identify the best staff member to assess this. This project can’t be delayed but we will need to prioritize given all of the other projects currently being addressed.

Rico Quirindongo added that diversity has many buckets at the Market and that we need to assess tenants, staff, and recruiting (staff and new lease holders) with regards to diversity. He agrees with David and Devin regarding the need to review the current policies and practices and would like to make this a topic for the retreat this year.

Rico Quirindongo encouraged council members to join the Support the Market Foundation event Thursday night at 6:30 pm.

David Ghoddousi hopes this conversation happens sooner rather than later. He feels there are more vacancies right now that usual. He noted that in the past the PDA has hired real estate agents to help find new tenants.

Mark Brady asked if the PDA plans to keep the DownUnder hours Thursday- Sunday in Phase 2. Mary Bacarella responded that seems to be working currently but will monitor as more businesses are opening up. She will let him know as soon as the decision is made. Mark Brady commented the hours are working well for his business.

VIII. Adjournment
The meeting was adjourned at 5:22 p.m. by Rico Quirindongo, Chair.

Meeting minutes submitted by:
Karin Moughamer, Executive Administrator