



Executive Committee Meeting Minutes

Wednesday, September 17th, 2014
4:30 p.m. to 5:45 p.m.
Goodwin Library

Committee Members Present: Matt Hanna, Gloria Skouge, Jackson Schmidt, Betty Halfon, Bruce Burger

Other Council Members Present:

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

Others Present: Joan Paulson

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 Executive August 20th, 2014 Meeting Minutes.
The minutes were approved by Acclamation

II. Announcements and Community Comments

None

III. Council Chair's Report

Matt Hanna presented the September Council Chair's Report to the Committee. He noted that we were not able to have a quorum at the recent Finance & Asset Committee meeting. He added that we would need to hold a Closed Session at the Full Council for the review of Lease Proposals and to vote upon Proposed Resolution 14-59: Lease Proposals for September and Proposed Resolution 14-60: Authorization for Contract Authority - Replacement of Fans, Lights and Piping Insulation - Market House

A. 2014 PDA Council Retreat

Matt Hanna presented a brief overview of potential topics to discuss at the Annual 2014 PDA Council Retreat. He would like to propose that the PDA Council focus largely on the programmatic elements of the Pike Place Market Waterfront Entrance project and examination of what new issues could arise with the project. He added that the Council should identify the Key Strategic Issues for 2015 within the retreat.

There was a brief discussion that followed regarding the PDA Council 2014 Retreat and the PPMWE project.

Jackson Schmidt suggested that we have the Plaza arcade be utilized as a flexible space; he thinks that there are tremendous uses for the space for other times during the year.

There was a brief discussion regarding potential dates for the PDA Council Annual retreat. There was consensus by the Committee and Chair to look at date options for Late October through early November.

B. Annual Executive Director Review

There was a brief discussion on the Annual Executive Director Review. Matt Hanna noted that the Executive Director Review would consist of an ad-hoc committee. The ad-hoc committee included PDA Council members; Matt Hanna, Jim Savitt, Gloria Skouge and Bruce Burger.; Matt mentioned about including an additional councilmember within the ad-hoc committee.

Bruce Burger noted that October is generally when the ED Review committee starts the interview process. He noted that the goal for recommendation by the ad-hoc committee would be by December, with a final review of the Council's recommendation. Bruce also noted that there has been a tentative schedule created for the Executive Director Review process.

Matt Hanna noted that a major question for the Executive Director review is figuring out who the committee would interview.

IV. Committee Chair's Report

A. Finance and Asset Management

Gloria Skouge presented a brief report on the Finance & Asset Management Committee. She provided a brief overview on the resolutions that were on the meeting's agenda but were not voted upon due to a lack of quorum of the committee. She reported that there was a discussion on the Pike Place Street Closures and an overview on the timeline of Council and staff work for Pike Place Uses. The following proposed resolutions were part of the recent Finance & Asset Management's meeting's agenda but were not approved: Proposed Resolution 14-59: Lease Proposals for September and Proposed Resolution 14-60: Authorization for Contract Authority - Replacement of Fans, Lights and Piping Insulation - Market House.

Ben Franz-Knight noted that we did receive general support to go to the City for Street signs; this would include yield and speed limit signage. He separately noted that we finally heard that the State Audit will start tomorrow. He lastly noted that there is a request out for an insurance broker; our current broker currently does a great job but it is our job to do this process.

B. Market Programs

Betty Halfon presented a brief report for the Market Programs Committee. She reported that there was an update on the Holiday promotions and those Marketing efforts. She

noted that there was a presentation on Aggregation and a presentation from the Market Foundation regarding Waterfront Campaign, PikeUp!.

There was a brief discussion regarding the CSA Farm Bags and the Market Foundations PikeUp! campaign.

Ben Franz-Knight briefly discussed the recommendations and goals regarding the Farm bags including

Jackson Schmidt briefly talked about the previous CSA program. He noted that he was impressed efforts from staff in tracking the total costs for the current CSA program. He noted that the previous CSA program ended up costing the PDA roughly \$80,000 to operate and manage.

Mat Hanna asked how many subscribers were a part of the previous CSA program. He separately inquired regarding the PikeUp campaign and approval of the donor recognition resolution.

C. Waterfront Redevelopment

Jackson Schmidt noted that the Waterfront Redevelopment Committee had cancelled the September 1th Waterfront Redevelopment meeting. He noted that we will talk about the Public and Development Agreement for next month's Waterfront Redevelopment Committee meeting.

V. **Executive Director's Report**

Ben Franz-Knight presented the Executive Director's Report for the month of September. He reported on a few future lease vacancies in the Market. He added that we have received noticed from the Great Wind-Up and Western Wear of their departure from the Market. He reported on the progress of the work being done on the windows on Western, noting that there is still a lot of work with tenant coordination and getting a permit from the City. He further added that any work above painting and scraping would require a change order request. He lastly noted that we are committed in working closely with the Market tenants regarding the work with the windows since it will be close to the holidays.

Ben Franz-Knight distributed the Line Management Policy that was distributed to the Market commercial tenants as of September 12th. He noted that this document was submitted to the Market Historic Commission and noted that Line Management Policy was fundamentally an operational issue to ensure public safety and for our tenants.

Tamra Nisly briefly discussed the work with SDOT regarding installation of bike racks in the Market. She noted that we have seen so many bikes in the Market. As a result with an increased amount of bicycles within the Market, people have been parking their bikes in locations that are not intended for bike use; this issue has caused an increase in staff time for removal of the illegally parked bicycles. There was a brief discussion on the location for bicycle parking.

Jackson Schmidt noted that it would be a good idea to have a bicycle rack that can be relocated during the winter months so it is not permanently in one area. He mentioned an idea regarding bicycle valet which was a model he saw at Granville Market.

Betty Halfon noted that she would hate to see fewer parking spaces on the main street.

VI. Items for the Consent Agenda

None

VII. Public Comment

Joan Paulson commented on the Market Foundation PikeUp! Campaign, the PDA Council Retreat and the windows on Western Avenue. She noted her concerns regarding the 2 million dollars that has to be raised this year out of the 9 million budgeted for the PPMWE Fundraising efforts. She noted that a topic to include in the PDA Annual Council Retreat is the Down Under connection and revitalizing that area. She lastly commented on the work for the Western Avenue windows and the aspect of ongoing maintenance and inspections for those windows.

VIII. Concerns of Committee Members

None

IX. Adjournment

The meeting was adjourned at 5:35 pm by Matt Hanna, Chair

Meeting minutes submitted by:
Dianna Goodsell, Administrative Services Coordinator