



## **Executive Committee - Meeting Agenda**

**Date:** Wednesday February 20<sup>th</sup>, 2013

**Time:** 4:30 p.m. – 5:45 p.m.

**Location:** Goodwin Library

**Committee Members:** James Savitt (Chair), Bruce Burger, Matt Hanna, Patrick Kerr, Jackson Schmidt

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<b>4:30pm</b>	<b>I. Administrative</b>	<b>Chair</b>
	A. Approval of the Agenda	
	B. Approval of the January 23 <sup>rd</sup> , 2013 Minutes	

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<b>4:35pm</b>	<b>II. Announcements and Community Comments</b>	
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<b>4:40pm</b>	<b>III. Council Chair's Report</b>	<b>James Savitt</b>
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<b>4:55pm</b>	<b>IV. Committee Chair's Report</b>	
	A. Asset Management	<b>Patrick Kerr</b>
	B. Finance	<b>Matt Hanna</b>
	C. Market Programs	<b>Bruce Burger</b>
	D. Waterfront Redevelopment	<b>Jackson Schmidt</b>

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<b>5:05pm</b>	<b>V. Executive Director's Report</b>	<b>Ben Franz-Knight</b>
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<b>5:15pm</b>	<b>VI. Other Reports and Action Items</b>	
	A. Urban Renewal Plan impact update	<b>Chair</b>

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<b>5:35pm</b>	<b>VII. Public Comment</b>	
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<b>5:40pm</b>	<b>VIII. Concerns of Committee Members</b>	
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<b>5:45pm</b>	<b>IX. Adjournment</b>	<b>Chair</b>
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**Pike Place Market Preservation and Development Authority (PDA)**

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**EXECUTIVE COMMITTEE  
Meeting Minutes**

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**Wednesday January 23<sup>rd</sup>, 2013  
4:30 p.m. to 5:45 p.m.  
Goodwin Library**

**Committee Members Present: James Savitt, Jackson Schmidt, Patrick Kerr, Matt Hanna, Bruce Burger**

**Other Council Members Present: Gloria Skouge, Betty Halfon, David Ghoddousi**

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

**Others Present:**

The meeting was called to order at 4:34 p.m. by James Savitt, Chair

**I. Administration**

- A. Approval of the Agenda  
The agenda was approved by acclamation.
- B. Approval of the October 17<sup>th</sup>, 2012 Minutes.  
The minutes were approved by acclamation.

**II. Announcements and Community Comments**

None

**III. Council Chair's Report**

James Savitt discussed this month's Council Chair's Report. He discussed a summary of the strategic issues to review over next 3 months including: addressing the Farm Program and near future goals, Miller Hull Contract and Financial Analysis of the PCI-North project, Daystall Rules and Revisions and the Trademark Policy. He noted that the next WRC meeting would focus on the MOU between the City of Seattle and the Pike Place Market PDA; he requested extending the meeting time for public comment. He added that Ben Franz-Knight has received substantial requests for a public hearing regarding the MOU; he requested to have a public meeting schedule prior to the February 5<sup>th</sup> Waterfront Redevelopment Committee meeting. He briefly noted that the Nominating Committee, which consists of Council Members Jim Savitt, Jackson Schmidt, Gloria Skouge and Bruce Burger would reconvene with nominating Committee Chairs and Members as well as Council appointed positions. Jim lastly mentioned an email he had received from Bruce Lorig regarding a subcommittee for the Waterfront Redevelopment Committee.

**IV. Committee Chair's Report**

- A. Asset Management

Patrick Kerr gave a report on the Asset Management Committee. He had stated that there were several resolutions presented to the Committee regarding finishing work in the Soames Dunn Building. He noted that the next Committee meeting would address the Windows on Western and a Quarterly Security Report. He added that he had received good feedback from the MHC/DRC regarding the windows. There was a brief discussion regarding the Atrium Kitchen and Pike Place Uses. Jim Savitt noted that a report on the Atrium Kitchen would need to be placed back on Asset Management's agenda in February as well as a report on Pike Place Uses.

B. Finance

Matt Hanna noted that he was absent from the last Finance Committee meeting. Ben Franz-Knight gave a brief report on the Finance Committee. Ben noted that we were successful in closing our first New Market Tax Credit transaction. He added that we are in the process of dissolving our other entities. Matt mentioned the opportunity for the Finance Committee to address the financing package for PCI-North project in conjunction with the Waterfront Redevelopment Committee.

There was a brief discussion that followed.

Jackson Schmidt noted that it would be useful to notify the community about the success of the NMTC transaction.

Jim Savitt noted that it would be a good idea for the Finance committee to address funding sources for PCI-North. He asked Matt to contact Jackson regarding this issue.

Ben Franz-Knight noted that through the last budget process there was a question regarding merchant fees and the possibility of having the fees lowered. He noted that there was a verbal commitment in a significant reduction in fees which could amount to a 10k savings a year.

C. Market Programs

Bruce Burger gave a brief report on the Market Programs Committee. He distributed a handout on Market Programs 2013 Responsibilities and Goals and a Schedule of Major topics for the year. He noted that in February the Committee would review the 2013 Daystall Rule Proposals and the Trademark Policy.

D. Waterfront Redevelopment

Jackson Schmidt gave a report on the Waterfront Redevelopment Committee. There was a discussion regarding Bruce Lorig's email regarding a creation of a subcommittee and the appropriate way to proceed with the issue of a subcommittee. It was noted that there was mention of creating an informal working group regarding programming of PCI-North at a previous WRC meeting; there was not an establishment of a subcommittee within the Waterfront Redevelopment Committee.

There was a discussion regarding the timeline for the PCI-North project and incorporating all the steps in place for major decision points in the timeline.

Matt Hanna noted that it may be appropriate to map out a timeline for design and a critical path in all the work we should do PCI-North. He wanted to make sure there is consensus from every committee member with the next steps and timeline and the plan going forward. He added that the committee needs to know the preliminary steps prior to the major decisions/key points for the PCI-North project.

Jim Savitt noted that the external forces including actions from the City help drive the timeline process for PCI-North. He noted to have the WRC vote on prioritizing next steps in the timeline and presenting it to the Full Council. He requested to extend the February 5<sup>th</sup> Waterfront Redevelopment Committee meeting time to an additional hour, starting at 4:00pm. He also requested to have a merged timeline for PCI-North ready for the next WRC meeting. He lastly added that the WRC should include on the agenda the issue regarding the current non-existence of a subcommittee and forming a subcommittee in the appropriate process.

**V. Executive Director's Report**

Ben Franz-Knight briefly discussed the Executive Director's report. He reported on a few items including the MOU process with the City. He noted that on January 28<sup>th</sup> the MOU would be presented to City Council followed by a public hearing on February 4<sup>th</sup>. He noted that our Holiday Season was very successful. He lastly introduced Tamar Nisly to the Committee members; Tamra would be working on Strategic Issues and helping bridge PDA Staff and Council work.

Betty Halfon inquired about the progress on an emergency/evacuation plan for the Market. Ben Franz-Knight noted that we are working on initial framework on the Market emergency plan which would be included with next month's Security report.

**VI. Other Reports and Action Items**

- A. Executive Director Annual Review (*Closed Session Per (RCW 42.30.110(l)(b))*)

*Closed Session started 5:43pm*

*Closed Session ended 5:48pm*

*Open Session opened 5:49pm*

There was a discussion of personal issues relating to the performance of the Executive Director.

Brue Burger motioned that the Executive Committee had appointed a subcommittee to review the performance of the Executive Director. The Subcommittee had concluded its review and the Executive Committee had determined that Ben Franz-Knight remained in good standing as contemplated by the contract entitling him to the step raise. The chair would present Ben Franz-Knight with the results of the performance review in the near future. Patrick Kerr seconded the motion.

For: Jim Savitt, Jackson Schmidt, Bruce Burger, Matt Hanna, Patrick Kerr  
Against: 0  
Abstain: 0

The motion passes unanimously.

**IV. Other Reports and Action Items**

None

**V. Items for the Consent Agenda**

None

**VI. Public Comment**

None

**VII. Concerns of Committee Members**

Betty Halfon noted some issues from the Constituency including the painting of the parking stalls and the Department of Transportation and the concerns over the Urban Renewal Plan. Ben Franz-Knight provided clarification on the issues. Ben noted that Joan Paulson has raised concerns over the sun setting of Urban Renewal Plan. He noted that the idea is to take the urban renewal plan, PDA charter, MHC guidelines and cross reference them.

Jim Savitt noted he would like to receive feedback from the Constituency and requests made by the Constituency as a whole. He noted that the PDA Council would address the Constituency's concern. He stated that he would like to be responsive to the Constituency regarding the issue.

Ben Franz-Knight noted that we will have to be part of some formal city response as a PDA. Jim Savitt requested to bring this issue on the agenda for next month's Executive Committee meeting.

**VIII. Adjournment**

The meeting was adjourned at 5:56 pm by James Savitt

Meeting minutes submitted by:  
Dianna Goodsell, Administrative Services Coordinator