



# Executive Committee Meeting Agenda

**Date:** Wednesday, April 19<sup>th</sup>, 2017

**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

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<b>4:30pm</b>	<b>I. Administrative:</b>	<b>Chair</b>
	A. Approval of Agenda	
	B. Approval of the March 22 <sup>nd</sup> , 2017 Executive Committee Meeting Minutes	
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<b>4:35pm</b>	<b>II. Announcements and/or Community Comments</b>	
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<b>4:40pm</b>	<b>III. Council Chair Report</b>	<b>Chair</b>
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<b>5:10pm</b>	<b>IV. Committee Chair's Report</b>	
	A. Finance & Asset Management	<b>Gloria Skouge</b>
	B. Market Programs	<b>Betty Halfon</b>
	C. MarketFront	<b>Rico Quirindongo</b>
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<b>5:25pm</b>	<b>V. Executive Director's Report</b>	<b>Ben Franz-Knight</b>
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<b>5:35pm</b>	<b>VI. Public Comment</b>	
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<b>5:40pm</b>	<b>VII. Concerns of Committee Members</b>	
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<b>5:45pm</b>	<b>VIII. Adjournment</b>	<b>Chair</b>
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# Executive Committee Meeting Minutes

Wednesday, March 22<sup>nd</sup>, 2017  
4:30 p.m. to 5:45 p.m.  
Goodwin Library

**Committee Members Present:** Matt Hanna, Betty Halfon, Gloria Skouge, Rico Quirindongo, David Ghoddousi, Ray Ishii

**Other Council Members Present:**

**Staff Present:** Ben Franz-Knight, Aliya Lewis

**Others Present:** Joan Paulson, Howard Aller, Jerry Baroh

The meeting was called to order at 4:35 p.m. by Matt Hanna, Chair.

## I. Administration

### A. Approval of the Agenda

The agenda was approved by Acclamation

### B. Approval of the February 15<sup>th</sup>, 2017 Executive Committee Meeting Minutes

The February 15<sup>th</sup>, 2017 Executive Committee Meeting Minutes were approved by Acclamation.

## II. Announcements and Community Comments

*Rico Quirindongo entered into the meeting at 4:44pm.*

## III. Council Chair's Report

Matt Hanna noted a meeting regarding the waterfront which culminated with a commitment to do two things. The first is for marketing efforts to have a coordinated message around the waterfront, in particular the culmination of Bertha's activities as well as the completion of numerous costly elements of the waterfront. The second being to keep in mind the priority the waterfront will get in light of competing priorities such as the mayor's commitment to the new homelessness initiative.

Matt Hanna noted that he has started discussions with Ben Franz-Knight, Jim Savitt, and John Finke about the relationship between the Pike Place Market Preservation and Development Authority (PDA) and the Pike Place Market Foundation (Foundation). More information will be provided at the full council meeting this month. Hanna noted that the MarketFront project has increased the footprint profile of the Foundation and how that relates to the PDA is an important conversation to have.

Hanna stated that an ad hoc committee meeting has been scheduled for council nominations and that he and Ben Franz-Knight have been working on a list of candidates to replace John Finke and Ann Magnano. Hanna noted that John Finke has a particular skill set that will be a challenge to replace.

Betty Halfon asked if there was any discussion about the streetcar in the meetings that Matt Hanna has had.

Matt Hanna noted that the streetcar was not discussed much during those meetings.

Ben Franz-Knight stated that the planning effort for the streetcar is moving forward however, here is some uncertainty about the status of the federal grant. There is concern that the funding will no longer be available under the president's proposed budget cuts. He noted significant progress is being made with the Market community conversations and other conversations around maintaining delivery access on 1<sup>st</sup> Avenue. The main feedback received is that the left turn onto Pike Place heading north bound needs to be maintained. The Seattle Department of Transportation (SDOT) has expressed a willingness to ensure that the left turn is maintained in the design. A community meeting will be scheduled within in the next few weeks.

David Ghoddousi stated that it is important follow up on the streetcar because it is coming and will be scheduling a tour with Ben Franz-Knight on where changes will be made.

Ray Ishii stated that he believed there were a time pressure in relation to the development agreement with the Foundation.

Ben Franz-Knight stated that he is working on the development agreement with requested changes so that the council can vote on the proposed resolution at the council meeting next week. There is a current lease agreement that has been approved by council and in a short term default scenario the PDA could enter into. As long as the development agreement is approved by the end of the month the PDA should be okay. The main pressure is that the state grand requires all invoices to be no more than 60 days old.

#### **IV. Committee Chair's Report**

##### **A. Finance and Asset Management**

Gloria Skouge noted that the meeting was long and that she was unaware that John Finke was no longer on the committee.

Matt Hanna stated that John Finke is still technically a member and to show his vote as an abstention on all voting material.

Gloria Skouge went over the approval of past Finance and Asset Management meeting minutes, Sabina's report on financials, the LaSalle audit for 2016, and the discussion on commercial tour licensing guidelines. Skouge noted that several changes were recommended and that Ben Franz-Knight will meet with the tour operators before the

next Finance and Asset Management committee before anything is finalized. Proposed Resolution 17-09: Authorization for Contract Authority – Replace Upper and Lower Pine Roofs, Proposed Resolution 17-10: Authorization for Contract Authority – Replace Lower LaSalle Roof, and Proposed Resolution 17-11: Lease Proposals – March 2017 will all be on the consent agenda for council.

Matt Hanna noted that John Finke's vote should be recorded as an abstention for those proposed resolutions.

Gloria Skouge stated that Proposed Resolution 17-12: MarketFront Project (PC1N) Neighborhood Center – Development Agreement with Market Foundation will go before full council for review.

Matt Hanna stated that the discussion around proposed resolution 17-12 reflects the need for some of the conversations that will be had with the Foundation and their relationship with the PDA.

Ray Ishii asked if it was possible to not schedule rooms that have meetings back to back.

There was a discussion about room scheduling that followed.

Matt Hanna stated that there will be an effort to inform the Pike Place Market Constituency (Constituency) ahead of anticipated or probable delays.

There was a conversation about the unusualness of the length of the meeting and consideration of the Constituency's schedule.

#### B. Market Programs

Betty Halfon reported on the Market Programs meeting noting that Emily Crawford reviewed the MarketFront project and 110<sup>th</sup> anniversary budget, Merlino advertising proposals, a new decal wrap on the truck, and David Dickinson's presentation on Daystall Rules and Reviews. Halfon noted that there was a difficult person in attendance and requested that security be present throughout the meeting and for a time after the meeting ends.

Ben Franz-Knight noted that there will be a resolution for Daystall rules at the council meeting and that there are no big shifts however, there will be an addition of a definition and rules around tour guides specifically which is in tandem with the licensing framework for tour companies.

There was a discussion about the rules and procedures for tour guides and tour companies and how they will be expressed in the Daystall rules and PDA governance.

Betty Halfon noted that Angela Shen and Terry Rice of Savor Seattle were in attendance and that Angela Shen's comments on the tour guidelines was positive.

David Ghoddousi noted that geo-fencing was discussed during the Market Programs meeting.

There was a discussion about geo-fencing that followed.

C. MarketFront

Rico Quirindongo noted that the discussion at MarketFront was mainly on Proposed Resolution 17-08: Naming of Western Avenue Senior Housing. It was noted that the PDA does not have a process for naming anything and without one it's difficult to establish what it should be. There was a concern raised around engaging the Native community in the naming process and the need for the council to explicitly state it has the authority to turn down any name proposals in the proposed resolution. Some language in the resolution was changed and it passed but it will not be on the consent agenda for full council.

Matt Hanna asked if the resolution is intended to set up a framework for doing the naming but not the naming itself.

Rico Quirindongo stated that the PDA would be handing over the naming process to Colleen Echohawk to engage the Native community in a process by which they come back to the PDA with any name suggestion with which the PDA has the power to approve or reject of the suggestions.

There was a conversation about Proposed Resolution 17-08: Naming of Western Avenue Senior Housing that followed.

Ben Franz-Knight noted that some time was spent during the MarketFront meeting going over the schedule and budget for the MarketFront project.

V. **Executive Director's Report**

Ben Franz-Knight noted construction progress including; prepared to open the first 2 ½ levels of parking when needed, west side of the sidewalk is open, pending permit approvals and pouring of seat steps on the pavilion. The first week of April tenants can move into the commercial space and start tenant improvements. Franz-Knight noted that he was careful in keeping the team that is building the MarketFront and the team that will operate it separate to ensure completion of the project. There was an in-depth meeting and site tour earlier in the week with staff involved in MarketFront operations to ensure successful operation and assumptions made in the fall.

Franz-Knight noted a handful areas that will need to be adjusted in the budget. The first being window cleaning, noting that the facilities budget for window cleaning is not sufficient and that a graffiti coating needs to be applied to the windows will add to the budget as well. The next budget adjustment will be a result of requested items such as a scissor lift which will be used to clean and access lighting, HVAC (heating, ventilation and air conditioning) and equipment in the commercial hall on a routine basis. A second requested item is a ride-on wet/dry vac to be used primarily in the garage.

Ben Franz-Knight state that over 22 residents, about a dozen of which were homeless, have moved into Western Avenue Senior Housing (WASH) and were provided welcome kits with the help of the Foundation. Pink Door renovation is moving along on schedule however, there will be a resolution next month for emergency procurement to do the infill work. The Pink Door is scheduled to open at the end of April. Monday was Daffodil Day which received great press coverage as well as bringing happiness to the downtown community.

Rico Quirindongo asked about the need for the wet/dry shop vac and draining issues.

Ben Franz-Knight stated that there are a couple areas that may have to be addressed.

Howard Aller asked Ben Franz-Knight if there was any progress on making the Pink Door handicap accessible.

Ben Franz-Knight noted that several options have been looked at and that he would be willing to discuss those options with Howard Aller.

**VI. Public Comment**

Joan Paulson stated that there are several types of scissor lifts noting that the more flexible they are, the more usability they have. Paulson pointed out that the interior of the Economy Building needs to be cleaned and that can be done effectively with a scissor lift. The dust build up in the building is a potential food risk. She also noted a point she has brought up in the past as well as recent meetings about the need for clarification on conflict resolution in the tour guidelines. Paulson commented on the need for updated agendas to be posted on the PDA website.

**VII. Concerns of Committee Members**

None.

**IX. Adjournment**

The meeting was adjourned at 5:24 p.m. by Matt Hanna, Chair.

Meeting minutes submitted by:  
Aliya Lewis, Executive Administrator