



# Executive Committee Meeting Agenda

**Date:** Wednesday, May 18, 2016

**Time:** 4:30 p.m. – 5:45 p.m.

**Location:** Goodwin Library (Economy Building)

**Committee Members:** Matt Hanna (Chair), Rico Quirindongo, Betty Halfon, Gloria Skouge, David Ghoddousi and Ann Magnano

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<b>4:30pm</b>	<b>I. Administrative:</b>	<b>Chair</b>
	A. Approval of Agenda	
	B. Approval of the March 23, 2016 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>Matt Hanna</b>
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<b>5:00pm</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. Reports and Action Items</b>	
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<b>5:25pm</b>	<b>VI. Executive Director's Report</b>	<b>Ben Franz-Knight</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>IV. Adjournment</b>	<b>Chair</b>

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# Executive Committee Meeting Minutes

**Wednesday, March 23<sup>rd</sup>, 2016**  
**4:30 p.m. to 5:45 p.m.**  
**Goodwin Library**

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

**Other Council Members Present:** Patrick Kerr

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

**Others Present:** Howard Aller

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

## **I. Administration**

- A. Approval of the Agenda  
The agenda was approved by Acclamation
- B. Approval of the Executive Committee January 20, 2016 Meeting Minutes.  
The minutes were approved by Acclamation

## **II. Announcements and Community Comments**

None

## **III. Council Chair's Report**

*Rico Quirindongo entered into the meeting 4:37p.m.*

Matt Hanna presented the Council Chair report for the month of March. He spoke of the One Market elements including the boundaries, entries and access points that connect or could potentially connect with the Pike Place Market, such as the Pike Street Hillclimb. He noted that there would be intentional focus on the One Market connection at the March 31<sup>st</sup> Full Council Meeting including discussion on how all of the aforementioned elements tie in together. Matt separately asked Ben Franz-Knight to prepare the appropriate talking points regarding decorum matters under the recently amended PDA Council Operating Procedures & Polices. He wanted to be clear that the decorum element at the PDA Council and Committee meetings ensures to our standards, noting that he would take the necessary steps that we, as the PDA Council, adhere to these standards. He lastly reported on the status of the Annual Executive Director Review for Ben Franz-Knight. He reported that the Committee is still working on the review process, in which PDA Councilmember Patrice Barrentine had graciously agreed to take on the responsibility of organizing and administering this year's review. He said that this year's

Executive Director Review process would be similar to those of previous years in form of a survey; PDA Councilmembers, select PDA Staff, Market Merchants and community members, and outside contacts would be part of the input process.

David Ghoddousi inquired regarding the potential of managing a property outside the Historic District.

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

##### **A. Finance & Asset Management Committee**

Gloria Skouge provided a report to the Executive Committee on the March 15<sup>th</sup> Finance and Asset Management Committee meeting. Reports and Key Items that were discussed during the meeting included a review of the Financial Statements for February 2016 and review of the remaining Levy Dollars and Projects. Actions Items presented at the meeting included the approval Resolution 16-19: Authorization for Contract Authority – Fairley ClimaCool Plant Upgrades and Resolution 16-20: Lease Proposals for March 2016: New lease with Little Shanghai, lease renewals with Pike Place Nutrition and Soundview Café.

There was a brief discussion that followed regarding the status of the remaining dollars and projects.

Matt Hanna requested a resolution to be drafted regarding the approval from the PDA Council to seek authorization from the City Finance Director for the intended use and prioritization of the remaining Levy funds.

##### **B. Market Programs Committee**

Betty Halfon presented a brief report on the March 8<sup>th</sup> Market Programs Committee meeting. Reports and Discussion items for the meeting included the 2016 Daystall Rules Review proposed changes and final recommendations, Farmers Markets Communications Strategy and a briefing on a pending Pike Place Market Trademark application with The Pike Brewing Company.

##### **C. MarketFront**

Rico Quirindongo presented a report on the March 14<sup>th</sup> MarketFront Committee meeting. Key Issues and Discussion items included a MarketFront Construction, Schedule & Budget update and an update on the Membrane and Structural investigations for Victor Steinbrueck/Native Park by David Graves with Seattle Parks Department and Chris Jones with Walker Macey.

#### **V. Reports and Action Items**

None

#### **VI. Executive Director's Report**

Ben Franz-Knight presented the Executive Director's Report for the month of March 2016. He highlighted a few items including the recent acceptance from Seattle Public Utilities on the Fats, Oils and Grease (FOG) abatement plan by the PPM PDA. He noted that we would start an education campaign on the proposed FOG abatement plan once the

appropriate staff member was brought on board. He separately provided an update on the MarketFront project noting that there would be cost impacts to the housing framing work. He said that we would anticipate a cost impact roughly around \$250k to \$280k to the project budget, noting an issue with the bonding capacity for the subcontractor and the potential phasing of the specific housing framing work.

There was a brief discussion that followed.

Betty Halfon thanked Ben, Tamra and related PDA Staff for their work on the Harvester Composter. Training for the composter would initiate on Friday, March 25<sup>th</sup>.

**VII. Public Comment**

Howard Aller thanked Betty Halfon for mentioning the need for ADA access, drop off and loading requirements regarding the Streetcar plans for First Avenue.

**VIII. Concerns of Committee Members**

Gloria Skouge shared two articles with the Committee regarding a recent topic of driverless cars discussed at the February 4<sup>th</sup> DSA State of Downtown Breakfast; a copy of the two articles were included with the PDA Council records.

**IX. Adjournment**

The meeting was adjourned at 5:57 pm by Matt Hanna, Chair

Meeting minutes submitted by:  
Dianna Goodsell, Executive Administrator