



Executive Committee Meeting Minutes

Wednesday, January 17th, 2018
4:30 p.m. to 5:45 p.m.
Goodwin Library

Committee Members Present: Matt Hanna (Chair), Ray Ishii, Rico Quirindongo, David Ghoddousi, and Gloria Skouge

Other Council Members Present:

Staff Present: Mary Bacarella, John Turnbull, Emily Crawford, Karin Moughamer

Others Present: Howard Aller, Bob Messina, Chris Scott

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

I. Administration

A. Approval of the Agenda

Matt Hanna requested to add to the closed session a discussion of Proposed Resolution 18-03, citing RCW 42.30.110 (d).

The agenda was approved as amended by Acclamation.

B. Approval of the October 18th, 2017 Executive Committee Meeting Minutes

The October 18th, 2017 Executive Committee Meeting Minutes were approved by Acclamation.

II. Announcements and Community Comments

Howard Aller thanked the Finance & Asset Management Committee for allowing the conversation to continue and the development of a plan to eliminate the blocking of sidewalks along First Avenue.

Bob Messina is drawing attention to the courtyard next to Emmett Watson's Oyster Bay and Country Dough. The topsoil on the hillside has run off, exposing the irrigation pipes. He asked the Council to consider allocating funds to fix this area and recommends terracing into the hillside to reduce erosion. He also noted the boulders that are placed in the hillside could dislodge with the continued loss of soil.

III. Council Chair's Report

Matt Hanna began by noting his assistance to help onboard Mary Bacarella. Matt, with assistance of Mary and others, have been focusing on the following projects:

1. Starbucks trademark license renewal
2. MarketFront project closeout

3. MarketFront scope of additional services from SOJ for the closeout and tenant improvement coordination. Matt referenced the leak issues that have been discussed and will continue to be addressed. That will be discussed in more detail during closed session.
4. Overlook Walk, a meeting with Office of the Waterfront is scheduled for Friday where discussions on PDA involvement will be addressed.
5. The Market Foundation has advanced a strategic planning effort and Matt has discussed that with their board president Abraham Dairi and will soon learn more about that process.

David Ghoddousi asked if there is still going to be a representative from the PDA on the Market Foundation board. Matt Hanna responded that will be discussed at full council this month and the PDA will need to identify that individual.

David Ghoddousi asked for a briefing at full council of the meeting taking place Friday with the Office of the Waterfront. Matt responded either himself, Mary, or Rico will update Councilmembers at full council.

IV. Committee Chair's Report

A. Market Connections

Rico Quirindongo mentioned the presentation provided by John Pehrson on Market to MOHAI, which appears to be the same presented a year ago. The project has received \$500,000 for improvements along the corridor and a Claim the Corridor event for August is being planned. John Pehrson requested the Market be included in the planning of that event. Matt Hanna asked what the corridor route is and Rico provided a map that shows Western to Bell to Westlake.

Mary Bacarella added that Karin Moughamer sits on the Market to MOHAI and Claim the Corridor planning committees.

Matt Hanna asked if there are any action items on this topic. Rico Quirindongo asked what the best process is for the Market being involved in the August event.

Emily Crawford provided background information on conversations that have taken place. She believes the Market needs to be involved, however August is a busy month for the Market. Emily noted that she has discussed with Karin Moughamer to allow Market to MOHAI to have a presence in the Pavilion and hopefully the connection to the park will be open.

Karin Moughamer added that SDOT briefed the Claim the Corridor committee on a proposal to have an Open Streets event this summer that would shut down four-six miles of city streets, included in that would be the Market to MOHAI corridor. The Committee is waiting to hear back from SDOT on the route and date, which has been proposed for a Sunday in September. Emily Crawford believes September is better than August and Pike Place will not be closed as part of this route, but closing Stewart Street can work.

Rico Quirindongo asked if the Claim the Corridor committee will meet regularly. Karin Moughamer responded the next meeting is scheduled for the end of February. Rico asked if this now becomes a Market Programs Committee project to track. Emily Crawford responded yes.

Matt Hanna asked if there is a pending action item. Emily Crawford believes we are just meeting for their next meeting.

Rico Quirindongo continued by reviewing John Turnbull's general updates, which Mary recapped in her director's report.

B. Market Programs

Emily Crawford reviewed the agenda, including holiday 2017, trademark questions including active trademarks and how the trademark program works, and reviewed the 2018 advertising campaign, a draft of which will be provided next month.

C. Finance & Asset Management

Ray Ishii noted two proposed resolutions, 18-01, adding Mary Bacarella as a signer on PPMPDA accounts and 18-02, lease proposals for January 2018, both of which passed unanimously and he recommended adding to the Consent Agenda. Ray Ishii discussed the Sammamish Farm update provided by John Turnbull and there was a lot of discussion. There were questions around the Farm program, including what the goals of the program are. Ray believes the full council will want to review this proposal as it relates to the bigger picture of the farm program strategic plan.

Mary Bacarella added revisiting how this fits into what we do and our mission will help make a decision. King County will be providing a proposal and that needs to be reviewed as well.

Matt Hanna asked if the next step is discussion at the Council level and is that something that should take place this month. Ray Ishii believes a decision on Sammamish Farm needs to take place by next month and hopefully King County will have a draft contract soon. John Turnbull doesn't know when the draft contract will arrive.

Matt Hanna asked if the Committee made a tentative decision to support the initiative. Ray Ishii responded no since there was no contract to review and there is some skepticism to the proposal. Matt Hanna suggested it might be productive for the Council this month to come to a decision about whether, in concept, we want to do this. If yes, the PDA can work out the details with the County on the contract.

Ray Ishii continued the Committee is working to outline an agenda for the year and Ray realized there is a lot of coordinating between Market Programs and Market Connections that could occur, specifically asking about when MarketFront tenant improvements might move over to Finance & Asset Management.

D. Executive Director Hiring Committee

Matt Hanna disbanded the Executive Director Hiring Committee

V. **Executive Director's Report**

Mary Bacarella started by thanking PDA staff for all the work they have been working on during the interim period. Mary listed the projects staff have been working on including:

- Removal of the skybridge for which there are currently two bids
- Armory Way vacation is in the hands of PDA attorneys
- Western Ave Street Improvement will need further conversation and John Turnbull is helping with that
- Overlook Walk, there is a meeting coming up

- Mary met with Lillian from the Market Foundation and attended the board meeting this week
- She met with Steve Nelson to get familiar with upcoming Capital Projects
- Sammamish Farm discussions continue
- Daystall Vendor appeal, which John noted has been handled
- First Avenue Streetcar, there is a meeting tomorrow
- MarketFront Pavilion events, leadership is getting together to discuss how to handle these requests

Matt Hanna asked about the space for lease signs in the Elliott Bay Room and asked if a third party had been hired to manage events at the Market. John Turnbull responded that has not happened but conversations have taken place with someone interested in that option. At the same time the Elliott Bay, Loft, and Salish Rooms are being advertised as office space. The classroom and events office space will be kept with the potential to combine those two rooms.

Matt Hanna asked if the PDA is still programming the Atrium Kitchen. John Turnbull responded Traci Post took over management of the Atrium Kitchen starting October 1.

Rico Quirindongo reviewed the history of third party event management and asked if the only space currently available to rent is the MarketFront. John Turnbull added the Goodwin Library is also available to rent.

David Ghoddousi thought, based on previous conversations, the MarketFront space was going to be managed by a third party. John Turnbull responded that is part of the conversation. Rico Quirindongo added it was discussed that model would be tested.

Matt Hanna asked for an update on event rental spaces, Atrium Kitchen, and the option for third party contracts at the February full Council meeting. Rico Quirindongo added he would like to have an update on parking garage performance.

VI. Closed Session

The Committee Chair stated that the committee would go into closed session at 5:11 p.m. to discuss the Starbucks Trademark Licensing Agreement and Proposed Resolution 18-03: Authorization of Additional Services from Shiels Oblatz Johnsen for MarketFront Closeout and Tenant Improvement Coordination and return into open session at approximately 5:35 p.m.

The committee entered into closed session at 5:12 p.m.

The committee entered into open session at 6:08 p.m.

The committee discussed the review of the Starbucks Trademark Licensing Agreement and Proposed Resolution 18-03: Authorization of Additional Services from Shiels Oblatz Johnsen for MarketFront Closeout and Tenant Improvement Coordination during the closed session.

VII. Action Items

Proposed Resolution 18-03: Authorization of Additional Services from Shiels Obletz Johnsen for MarketFront Closeout and Tenant Improvement Coordination

Matt Hanna introduced the proposed resolution and noted the title of the resolution should read "Additional Services from Shiels Obletz Johnsen for Additional Project Management Services."

WHEREAS the Pike Place Market Preservation and Development Authority (PPMPDA) was chartered by the City of Seattle pursuant to RCW 35.21.730 et. Seq with the mission of promoting enterprises essential to the functioning of the Pike Place Market, including the preservation and expansion of the low-income residential community, the promotion and survival of small businesses , and the expansion of services to the public market and community; and,

WHEREAS Pursuant to a public process and approval by the PDA Council the PPMPDA has contracted with Shiels Obletz Johnson, Inc. (SOJ) as owner's representative in monitoring the MarketFront project and coordination of tenant improvements in that structure; and.

WHEREAS The MarketFront project was substantially completed in 2017 and the warranty period for the bulk of construction will extend through April with a variety of work items to be coordinated and completed; and,

WHEREAS Tenant improvements to be made to the building will require additional coordination with the architect, MEP consultants and structural engineers of record to maintain consistency and integrity of the MarketFront project; and,

WHEREAS The firm of SOJ has provided such services to date and is most qualified to continue such coordination and has agreed to provide such services; and,

NOW THEREFORE, BE IT RESOLVED, that the PDA Council authorizes the PDA Executive Director or her designee to enter into a contract with **Shiels Obletz Johnson, Inc.** for additional project management services for the completion and closeout of the MarketFront project and coordination of tenant improvement for a three month period and in an amount not to exceed **\$79,760.00.**

The funds for this service contract will be drawn from the **PDA CRRF – Capital Reserve and Replacement Fund.**

Rico Quirindongo moved the proposed resolution and Ray Ishii seconded the motion.

Matt Hanna noted several amendments to the resolution including changing the third WHEREAS to read "The MarketFront project was substantially completed in 2017 with additional work items to be coordinated and completed," and the last section to read "...for additional project management services for the MarketFront project and coordination of tenant improvement for a six month period and in an amount not to exceed \$79,760."

Approve: Matt Hanna, Rico Quirindongo, Ray Ishii, Gloria Skouge, David Ghoddousi
Against: 0
Abstain: 0

Proposed Resolution 18-03 passed with a vote of 5-0-0.

VIII. Public Comment

Chris Scott commented that John has been continuing to identify office space for the Constituency and would like to ensure that effort continues.

Howard Aller hopes that soon the Council will have a discussion on how to preserve the First Avenue sidewalks and a resolution is presented before another lease is approved.

IX. Concerns of Committee Members

None.

X. Adjournment

The meeting was adjourned at 6:10 p.m. by Matt Hanna, Chair.

Meeting minutes submitted by:
Karin Moughamer, Executive Administrator