



Executive Committee Meeting Minutes

Wednesday, March 20, 2019

4:30 p.m. to 5:45 p.m.

Economy Building Goodwin Library, 1433 First Avenue (3rd Floor)

Committee Members Present: Rico Quirindongo, Betty Halfon, David Ghoddousi, Colleen Bowman, Ray Ishii

Other Council Members Present: Mark Brady

Staff Present: Mary Bacarella, Karin Moughamer

Others Present: Jerry Baroh

The meeting was called to order at 4:32 p.m. by Rico Quirindongo, Chair.

I. Administration

A. Approval of the Agenda

The agenda was approved by acclamation.

Approval of the February 20, 2019 Executive Committee Meeting Minutes

The February 20, 2019 Executive Committee Meeting Minutes were approved by acclamation.

II. Announcements and/or Community Comments

None.

III. Council Chair's Report

Rico Quirindongo began by noting the MarketFront leak and remediation is ongoing and there will be more information in April. An inquiry is in to Office of the Waterfront to find out when design meetings will begin again and requested being part of the conversation. In addition, the PDA is still involved in conversations to be involved in an operations and maintenance agreement pertaining to the Overlook Walk. There are no updates on the streetcar or Showbox litigation and there was recently a meeting with the developers of the Hahn building to address PDA concerns regarding design.

IV. Committee Chair's Report

A. Market Connections

Colleen Bowman noted there was a presentation by The State Hotel, which touched on the rooms and the restaurant and a grand opening is coming soon. There was an update from WSDOT on the new multimodal terminal at Coleman Dock and they noted the pile driving impacts that may be heard at the Market. That project will wrap up in 2023.

B. Market Programs

Mary Bacarella provided an overview of the meeting. There was a presentation and discussion on the Daystall Rules and Regulations. The final redline will be presented to full council on March 28th. Two areas where there was conversation involved the removal of a staff proposal to include artisanal food

vendors in the craft community. Staff removed that proposal. The other proposal from a daystall crafter focused on the administering and oversight of lotions and balms. Staff originally accepted the proposal but after discussion at the meeting the proposal was re-worded to meet the needs of the community.

Mary Bacarella continued by noting a presentation on the small business education workshops in 2018 and providing a list of the classes that will be offered in spring and fall 2019. There was also an overview of the holiday campaign, noting the ways in which the programs and campaign are assessed for success as well as the takeaways to help plan for holiday 2019.

C. Finance & Asset Management

Ray Ishii noted the February financials are looking good given the snow and viaduct closures, with parking revenue and percentage rent over budget. The annual audits for LaSalle LLC and WASH LLC were reviewed. There were no findings or management letters and received the highest level of opinion. The LaSalle LLC has about a year and a half until the wind down and over the year there will be projects on the building to spend down the reserves.

Ray Ishii continued by noting the presentation by Sabina Proto on the purchasing policy and small works roster. The purchasing policy has not been reviewed since 2009 and each year the auditors review the policy to ensure compliance. Staff is proposing two changes: 1. increasing amount from \$5,000 to \$10,000 requiring three bids; and 2. changing staff approval policies depending on amount. That resolution was not moved to Consent Agenda.

There were five proposed resolutions passed to Consent Agenda, the most notable was the proposed resolution to replace the Chinese Cuisine windows, which will be completed in January 2020. Ray Ishii noted a discussion during closed session on one of the tenant. If council members have any questions they can talk to Mary Bacarella directly.

David Ghoddousi noted that part of the purchasing and policy discussion was the proposal to increase the \$10,000 amount noted in the Charter to \$50,000 for council approval.

Ray Ishii noted that was not a proposal. David Ghoddousi changed "proposal" to "idea." Mary Bacarella added that topic will be up for discussion at a later time.

David Ghoddousi believes the \$10,000 minimum creates checks and balances and transparency and he believes it works and would not want to see that amount changed in the future.

Betty Halfon noted that she was impressed with the FAM meeting.

Colleen Bowman asked how many bids were received for the Chinese Cuisine windows. Ray Ishii responded two bids were received and it was advertised in the Daily Journal of Commerce.

Collen Bowman asked if specific people are being authorized in the purchasing policy. Mary Bacarella responded the positions who can sign off on spending are outlined in the policy and the change comes with the amount each position can sign for.

Rico Quirindongo asked to review the Chinese Cuisine window proposal and asked if there is a liability issue with these windows. Mary Bacarella responded PDA staff are looking at options to secure the windows.

Rico Quirindongo noted that several years back Patrick Kerr proposed a branding identifier for that location. If money is already being spent to get up there and replace the windows why not look into an option to include branding and make the exterior look better.

A conversation followed regarding this suggestion and Mary Bacarella will research this option.

Betty Halfon reiterated her comment from Finance & Asset Management Committee to use this as an opportunity to address issues along the western facing walls, which she feels exist.

David Ghoddousi noted that the Fairley Building windows were restored not too long ago.

Rico Quirindongo noted that Western Avenue is an area that Market Connections was intended to address and he suggested looking into minutes of previous council retreats for the discussion. Colleen Bowman will address this in future Market Connections meetings.

David Ghoddousi noted the popularity of the pop-up murals around the Market, which reflect positively on the Market.

D. Executive Director Review Update

Betty Halfon provided an update noting that 35 out of 55 people responded and on average spent 14 minutes. All councilmembers replied, eight employees, two residents, six daystallers, two merchants and five city/state people responded. Betty and Patrice Barrentine could have a report ready by Thursday for review.

Rico Quirindongo asked for next steps as listed on the ED review schedule. Betty Halfon responded March 16-30 the council reviews results; suggests any additional highlights to call out. April 1-15 Chair conveys findings to ED. The report prepared by Betty Halfon and Patrice Barrentine will be easy to read.

Betty Halfon read a quote from one of the surveys.

A conversation continued on where next to discuss the Executive Director review.

A conversation continued on the agenda for the full council meeting to allow room for the Executive Director review.

Rico Quirindongo will meet with Betty Halfon and Patrice Barrentine prior to the next Executive Committee meeting and this discussion will most likely take place during closed session at the next Executive Committee meeting.

Rico Quirindongo noted the current status of convening the PDA Council nomination process. He has spoken with Colleen Bowman, who wishes to remain on the board, and needs to meet with Ray Ishii to determine his status. The nomination committee will most likely be focused on board committee structure and chairs, which should shorten the process. At the council meeting Rico will ask for participation on the ad hoc committee and out like it to consist of 6 council members, evenly represented by council, constituency, and mayoral seats.

V. Executive Director's Report

Mary Bacarella provided updates on the following topics:

- On Monday, the Hildt-Licata was approved unanimously by City Council and is awaiting signature by the Mayor. Mary reiterated the redline version provided to City Council was the same version approved by the PDA council.
- There will be a presentation at council on the LID, both in open and during an executive session
- The MOU for the garage modifications will also be discussed at full council in executive session
- Parking is over budget for January and February and monthly parking is also over budget
- No updates on Showbox litigation or depositions
- WSDOT will be at full council to provide an update on viaduct demolition and Mary is working to set up a meeting on Friday to discuss a better than conceptual plan for the parking garage ingress/egress of the elevator during demolition. Demolition around the railroad will begin this week and take place over night.
- Daffodil Day is delayed to April 3
- Tomorrow is the first Meet up with Mary commercial happy hour to get to know the community.

VI. Public Comment

None.

VII. Concerns of Committee Members

Betty Halfon asked about the distribution of the buses on surface streets. Rico Quirindongo noted that he has been part of the transportation committee and it has always been the plan, since the tunnel was built, to remove buses from the transit tunnel. There has been a committee planning for this closure for three years.

Betty Halfon noted her concern that Seattle is changing and it's not the Seattle she has known. The PDA Council has a responsibility to protect the Market from the larger change.

Mark Brady noted that supposedly there was a security grievance to the union. Mary Bacarella responded that is a topic to discuss during executive session.

VIII. Adjournment

The meeting was adjourned at 5:39 p.m. by Rico Quirindongo, Chair.

Meeting minutes submitted by:
Karin Moughamer, Executive Administrator