



# Executive Committee Meeting Agenda

**Date:** Wednesday, September 20<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

<b>4:30pm</b>	<b>I. Administrative:</b>	<b>Chair</b>
	A. Approval of Agenda	
	B. Approval of the August 23 <sup>rd</sup> , 2017 Executive Committee Meeting Minutes	
<b>4:35pm</b>	<b>II. Announcements and/or Community Comments</b>	<b>Chair</b>
<b>4:40pm</b>	<b>III. Council Chair Report</b>	<b>Chair</b>
	A. Retreat	
<b>5:10pm</b>	<b>IV. Committee Chair's Report</b>	
	A. Market Connections	<b>Rico Quirindongo</b>
	B. Market Programs	<b>Betty Halfon</b>
	C. Finance & Asset Management	<b>Ray Ishii</b>
	D. Executive Director Hiring Committee	<b>Rico Quirindongo</b>
<b>5:25pm</b>	<b>V. Executive Director's Report</b>	<b>Ben Franz-Knight</b>
<b>5:35pm</b>	<b>VI. Public Comment</b>	<b>Chair</b>
<b>5:40pm</b>	<b>VII. Concerns of Committee Members</b>	<b>Chair</b>
<b>5:45pm</b>	<b>VIII. Adjournment</b>	<b>Chair</b>



# Executive Committee Meeting Minutes

**Wednesday, August 23, 2017**  
**4:30 p.m. to 5:45 p.m.**  
**Goodwin Library**

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

**Other Council Members Present:** Mark Brady

**Staff Present:** Ben Franz-Knight, Karin Moughamer

**Others Present:** Howard Aller, Chris Scott, Joan Paulson

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 July, 19<sup>th</sup>, 2017 Executive Committee Meeting Minutes**

*The July 19<sup>th</sup>, 2017 Executive Committee Meeting Minutes were approved by Acclamation.*

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

Joan Paulson commented on the typo on Proposed Resolution 17-46. "Once" should be "One."

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

Matt Hanna introduced proposed resolution 17-45 which states that:

WHEREAS, the PDA is a public corporation responsible for the efficient development and operation of the Market and for the effective provision of services designed to preserve and promote the economic health of the Market and its tenants consistent with the Urban Renewal Plan, the Historic District Ordinance and Guidelines, the PDA Charter, deed restrictions, and other City and State ordinances and laws; and,

WHEREAS, due to the resignation of its current Executive Director, the PDA Council needs to hire an able replacement; and,

WHEREAS, towards this objective, the PDA Council wishes to establish a process that will best ensure a fully qualified person is found for this important job; and,

NOW, THEREFORE, BE IT RESOLVED, that the PDA Council does hereby approve the following resolution:

1. An Executive Director Hiring Committee (EDHC) consisting of six current PDA Councilmembers is hereby formed, and shall continue in existence until a new Executive Director is hired on terms approved by the full Council and accepts such employment.
2. The EDHC shall establish a plan and timeline to perform its work, including consideration of engaging a search firm to assist it in finding quality candidates, and shall identify and interview possible candidates.
3. In establishing its plan and in performing its duties, EDHC shall ensure that all appropriate input and viewpoints are considered in the hiring process, and shall keep not only the Council but the Market Community reasonably apprised of its progress.
4. The EDHC shall act with due care and deliberate speed, and shall recommend to the Council not less than two and not more than five candidates that it deems qualified for and ready for the position.
5. The EDHC shall consist of Councilmembers Rico Quirindongo, Jim Savitt, Gloria Skouge, Colleen Bowman, Matt Hanna, and Mark Brady. These Councilmembers shall serve on the EDHC until either the committee completes its work per paragraph 1. Above, or the resignation or the removal of a committee member by vote of majority of the Council.

Betty Halfon moved the proposed resolution and David Ghoddousi seconded the motion.

Matt Hanna noted that the first meeting was held just prior to Executive Committee, wherein the first hiring firm consultant was interviewed.

For: Matt Hanna, Gloria Skouge, David Ghoddousi, Ray Ishii, Rico Quirindongo, and Betty Halfon

Against: 0

Abstain: 0

Proposed Resolution 17-45 passed by a vote of 6-0-0.

Matt Hanna continued with an update on the Services Agreement between the PDA and Market Foundation. Ben Franz-Knight noted he will provide a report at full council outlining the agreement, followed by closed session to discuss the financial terms. Matt Hanna and Ben Franz-Knight met with Marshall Foster at the office of the Waterfront with regards to the Pike|Pine improvements. Matt noted a productive conversation that also discussed the Overlook Walk and PDA concerns related to Pike|Pine improvements, 1<sup>st</sup> Ave Streetcar, and loading and unloading in and around the Market. Lastly Matt stressed how important it will be for the Market Connections (previously MarketFront) Committee to keep an eye on the changes happening downtown and the concerns noted above.

Ray Ishii asked what the timeline is for finalizing the Market Foundation Services Agreement.

Matt Hanna stated that input is required from the full Council on the Term Sheet. That input will then be provided to the Foundation which will result in a draft agreement to be shared with the Foundation and Council simultaneously. It will be a collective effort by Council, Staff and attorneys to provide input.

Betty Halfon asked to review the current agreement and current drafts. Matt Hanna noted that the Council packet will include the existing services agreement, the second amendment, and the Term Sheet will be included in closed session.

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

##### **A. MarketFront**

Rico Quirindongo noted two key issues from the meetings: 1. Renaming the committee to Market Connections, and 2.) the presentation by John Turnbull on experimental MarketFront programming. Rico noted the short term use agreement is being presented to the Market Historical Commission tonight. He highlighted some key aspects of the presentation including the discussion of hiring an outside vendor to manage Market programs in the Pavilion space, as well as other spaces in the Market.

A conversation continued on entering into a service contract to manage third-party events at the Market, including outreach being conducted to select the outside entity and metrics used to access success. Matt Hanna suggested the retreat could be a good place to discuss how the space is currently being used, what is working. Ben Franz-Knight noted that no third-party events are being planned on the MarketFront until 2018.

A conversation continued on the possible terms of the Use Agreement, timeline, and how to address a short-term agreement that allows flexibility to end the contract if it's not working. Obligations for events scheduled in the Economy Building are being handled by PDA staff.

Ben Franz-Knight will brief the Council on the status of the Service Agreement. In advance of that agreement being drafted, the Council will review the policy framework, which will include fees, rules and regulations. PDA staff will manage this as a Service Contract. Ben envisions this entity will be self-motivated and handle marketing, within the guidelines provided, in order to book clients.

Rico Quirindongo concluded with noting the request for a standing report on:

- Scheduled programming
- Parking revenue
- Victor Steinbrueck/Native Park connection
- Progress of Tennant Improvements
- Outstanding warranty issues for MarketFront construction – beginning in November this will be important to track by PDA Operations and Commercial Departments.

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

Betty Halfon asked Ben Franz-Knight to update the Committee as she was not at the Market Programs Committee. Ben provided an overview of the Farm Program, including a conversation around the Wednesday night Evening Farmers Market and the possible addition of community activities to draw in a local audience. In addition there was a presentation and conversation around the PDA entering into an agreement with King County to manage Sammamish Farm.

Betty Halfon would like the Council to address the lack of farmer participation and how to get more farmers selling in the Market and more people buying local produce.

Lastly, a conversation on what committee will manage the renewal of the Hildt-Lacata agreement, which is up for renewal in 2019, with planning taking place in 2018. Matt Hanna suggested Market Programs could be a place to solicit feedback and manage the conversation, but substantive work will be done by the Council.

### C. Finance & Asset Management

Ray Ishii reviewed the agenda highlighting that the budget process has started and will conclude in October with full Council approval, one month earlier than usual. The Chief Seattle Club presentation sparked a lot of discussion. Ray noted the strong language used by the presenter suggesting there are goods being sold by Market vendors are stolen. The Council asked Ben Franz-Knight to investigate and report back to FAM.

A conversation continued to clarify and discuss the intent of the comment, suggesting it was used in the context of cultural appropriation of Native designs and technologies, versus how it was stated with the use of the word “stolen.”

Matt Hanna asked if it might not be helpful to follow-up with the presenter to clarify the semantics of the term “stolen” versus appropriation without permission.

Ray Ishii continued by discussing the crossing guard program at Western Ave and Virginia St, the presentation on the W/MBE, but noting the lack of data presented, which Ben Franz-Knight will gather prior to the next meeting, and the conversation on the Constituency office space. Proposed Resolutions 17-40, 17-41, 17-42, 17-43, and 17-44 passed and were moved to Consent Agenda. Resolution 17-39, License Agreement with Chief Seattle Club was approved unanimously but the Committee recommended it be presented at full Council under New Business.

A discussion on whether to include Proposed Resolution 17-39, License Agreement with Chief Seattle Club, as a New Business Item or adding it to Consent Agenda followed. Matt Hanna is concerned about already having a full agenda at full Council. Ben Franz-Knight suggested having a discussion in closed session regarding the terms and then voting on the Proposed Resolution.

### D. Executive Director Hiring Committee

Rico Quirindongo provided an update on the meetings that have taken place over the last two weeks, reiterating that the Committee is tasked with finding a new Executive Director within three months, or by mid-November. The first of four hiring firm interviews took place today, the remaining three will happen on August 30<sup>th</sup>. The Committee has a weekly standing meeting and will cancel as needed.

Rico asked to schedule a Thursday morning conference call to discuss consulting firm candidates and to hold a spot on the full council agenda to present the Committee’s recommendation. The goal is to get a consultant on board as soon as possible and then outline a schedule to share with the community and council.

## V. **Executive Director’s Report**

Ben Franz-Knight noted that during full council a closed session will take place to discuss the union contract, which was received today. The proposed resolution will be presented next week as well. A meeting is pending to talk about trademark license renewal with Starbucks. The permit and indemnity agreement are in place to move forward with connecting MarketFront to Victor Steinbrueck/Native Park. That work should take approximately two days and are waiting to mobilize the three contractors to do the work.

David Ghoddousi asked if the Starbucks line management can be included in the trademark license renewal. Ben Franz-Knight stated that is a separate conversation.

David Ghoddousi asked what the timeline for entering into an agreement with the cooling stacks and if it would be completed by October. Matt Hanna believes more discussions need to occur with regards to Overlook Walk and waterfront construction which will extend beyond October. Ben Franz-Knight acknowledged the obligation to relocate the cooling stacks in the Development Agreement close-out letter.

## **VI. Committees and Appointments**

- A. Proposed Resolution 17-46: Approval to Rename the MarketFront Committee  
Matt Hanna introduced proposed resolution which states that:

WHEREAS, the PDA is a public corporation responsible for the efficient development and operation of the Market and for the effective provision of services designed to preserve and promote the economic health of the Market and its tenants consistent with the Urban Renewal Plan, the Historic District Ordinance and Guidelines, the PDA Charter, deed restrictions, and other City and State ordinances and laws; and,

WHEREAS, the MarketFront construction project is now completed and programming is being monitored by the Market Programs Committee; and,

WHEREAS, the MarketFront Committee now believes their focus should be expanded to explore external civic and development projects that may have an effect on the business and character of Pike Place Market; and,

NOW, THEREFORE BE IT RESOLVED that the Council Chair, with the agreement of the Executive Committee has recommended the renaming of the MarketFront Committee to Market Connections Committee.

<u>Committee</u>	<u>Chair</u>	<u>Vice Chair</u>
Market Connections	Rico Quirindongo	Colleen Bowman

The focus of the Market Connections Committee will include, but is not limited to, tracking the following projects and initiatives:

- One Center City
- Pike | Pine Renaissance
- Center City Connector Streetcar
- Victor Steinbrueck/Native Park Connections
- Pike Street Hillclimb
- Visibility of the Downunder and Western Ave shops
- MarketFront integration
- Overlook Walk and Park
- Informal relationship with Seattle Aquarium
- Adjacent property development

David Ghoddousi moved the proposed resolution and Ray Ishii seconded the motion.

Betty Halfon noted her concerns on changing the name, however, upon discussion, is in agreement with the name change.

For: Matt Hanna, Gloria Skouge, David Ghoddousi, Ray Ishii, Rico Quirindongo, and Betty Halfon  
Against: 0  
Abstain: 0

Proposed Resolution 17-46 passed by a vote of 6-0-0.

**VII. Public Comment**

Joan Paulson recommended adding Port of Seattle, expansion of the Convention Center, the viaduct as a point of discussion, ferry terminal expansion to the charge of Market Connections Committee. Joan asked if there will there be a retreat this year and asked if the Hildt-Lacata agreement will be discussed in 2017 or 2018.

**VIII. Resolutions to be added to the Consent Agenda**

- Proposed Resolution 17-45: Establishment of Executive Director Hiring Committee
- Proposed Resolution 17-46: Approval to Rename the MarketFront Committee

**IX. Concerns of Committee Members**

Betty Halfon noted the lack of artwork on the Plaza and would like to revisit the topic again. Betty suggested a councilmember be involved in the discussion, in addition to the Market Foundation Executive Director.

David Ghoddousi would like to see a monthly report on MarketFront merchants, programming, tenant improvements, construction warranties, etc. This report will take place at Market Connections.

Rico Quirindongo believes removal of the viaduct should have been added to Resolution 17-46, but there are other projects contained in the list that covers that topic.

**X. Adjournment**

The meeting was adjourned at 5:48 p.m. by Matt Hanna, Chair.

Meeting minutes submitted by:  
Karin Moughamer, Executive Administrator