



# PDA Council Meeting Minutes

**Thursday, December 18th, 2014**  
**4:00 p.m. to 6:00 p.m.**  
**Elliott Bay**

**Committee Members Present:** Matt Hanna, Gloria Skouge, Bruce Burger, Jim Savitt, Jackson Schmidt, Rico Quirindongo, Patrice Barrentine, John Finke, Patrick Kerr

**Staff Present:** Ben Franz-Knight, Tamra Nisly, Randy Stegmeier, John Turnbull, Scott Davies, Lillian Hochstein, Christi Beckley, Kelly Lindsay, Holly Southern, Dianna Goodsell

**Others Present:** Howard Aller, Chris Scott, Joan Paulson, Frank Coble, Gerry Johnson, Tom Graham, Sharon Mukai, W David Kenagy

The meeting was called to order at 4:03p.m. by Matt Hanna, PDA Council Chair.

## **I. Administration**

### **A. Approval of the Agenda**

It was proposed to restructure the agenda order for the meeting due to time constraints from the Closed Session. Sections IV, VII and V would be primarily discussed if time permits.

The agenda, as amended, was approved by Acclamation

### **B. Approval of the November 20<sup>th</sup>, 2014 Meeting Minutes.**

The minutes were approved by Acclamation

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

*Rico Quirindongo entered into the meeting at 4:05p.m.*

Lillian Hochstein provided a brief but exciting update on the MarketFront PikeUp! Campaign, noting that the Foundation was \$50,000 away from their annual two million fundraising goal.

*Jim Savitt entered into the meeting at 4:07p.m.*

Frank Coble commented on the heating issues in the North Arcade area that affects the Daystall community. He provided several engineering suggestions for improved heating in the North Arcade area.

## **III. Closed Session**

*The Committee entered into Closed Session at 4:08p.m.*

- A. Development Agreement - PC-1 North (*Closed Session Per (RCW 42.30.110 (1)(b))*)
- B. Executive Director Annual Review (*Closed Session Per (RCW 42.30.110 (1)(b))*)

*The Committee entered in to Open Session at 5:24p.m.*

The Council discussed the negotiations with the City regarding PC1N and MarketFront project as well as the discussion of the Executive Director Annual Review.

#### **IV. Open Session**

- A. Action Item: Proposed Resolution: **14-81**: Approval of Executive Director Salary

Matt Hanna introduced the resolution which states that the Pike Place Market PDA Council Executive Committee is charged by the PDA's Operating Procedures and Policies with reviewing the performance of the PDA's Executive Director; and WHEREAS, the Executive Committee formed a subcommittee to review the Executive Director's performance; the subcommittee interviewed 30 council members, staff members, merchants, and other people who work with the Executive Director; and the Executive Committee reviewed and accepted a performance assessment at its meeting of December 10, 2014; and WHEREAS the PDA wishes to compensate its Executive Director and other employees fairly and competitively; and WHEREAS the Executive Committee has researched compensation for a wide variety of comparable positions; and

NOW, THEREFORE, BE IT RESOLVED that the Executive Director's salary will be increased by 10% effective January 1, 2015, and a further 4% on January 1, 2016 and 4% on January 1, 2017, contingent upon the Executive Director's continued employment in good standing at that time. The PDA Council authorizes the PDA Council Chair to enter into a revised employment agreement with Executive Director Ben Franz-Knight reflecting these changes.

Bruce Burger moved, Gloria Skouge seconded

For: Matt Hanna, Gloria Skouge, James Savitt, Jackson Schmidt John Finke, Bruce Burger, Patrice Barrentine, Rico Quirindongo  
 Against: Patrick Kerr  
 Abstained: 0

Resolution **14-81**: Approval of Executive Director Salary was passed with a vote of 8-1-0.

#### **V. Reports and Information Items**

- A. Council Chair Report  
 Matt Hanna presented a brief Council Chair report for the month of December.

B. Executive Director's Report

Ben Franz-Knight noted that there was a written ED Report included in the PDA Council packet for December. He provided a brief updates from the ED Report to the PDA Council.

C. Committee Chair Report

None

D. Other Reports

None

**VI. Key Issues and Presentations**

Section V, Items: A. Programs & Events Presentation, B. 2015 Marketing Plan and D. Strategic Issues for 2015 would be presented in January due to the meeting time constraints.

A. 2015 Annual Plan

Ben Franz-Knight briefly presented on the Pike Place Market Perseveration and Development Authority 2015 Annual Plan. A copy of the 2015 PPM PDA Annual Plan was included as part of the PDA Council records. The summary of the 2015 Annual Plan included a review of the accomplishments and goals for the following categories: Commercial, Residential, Event Rooms & Atrium Kitchen, Management & Human Resources, Office Administration, Accounting, Information Technology, Daystall, Farm, Marketing & Communications, Capital Projects, Facilities, Maintenance, Parking, Security and the Market Foundation. Ben had also discussed the PPM PDA 2015 Strategic Issues which included the MarketFront Project, Western Avenue Activation Strategies, Commercial Tenant Leasing Guideline Review and Market Craftspeople.

**VII. Resolutions and Other Action Items (Old and New Business)**

A. Consent Agenda

Proposed Resolution **14-76**: Approval of Insurance and Risk Management Broker for Pike Place Market PDA

Proposed Resolution **14-79**: Approval of Acceptance of USDA Grant Funding and Contract Approval for Lease of Farm Program Vehicle

Motion to approve the Consent Agenda

For: Matt Hanna, Patrick Kerr, Gloria Skouge, James Savitt, Jackson Schmidt, Bruce Burger, Patrice Barrentine, Rico Quirindongo

Against: 0

Abstained: 0

The Consent Agenda passed unanimously

B. New Business

**Action Item**: Proposed Resolution **14-77**: Approval of PDA Committee Chair, Vice-Chair, Committee Renaming and PDA Council Committee Structure

Ben Franz-Knight introduced the resolution which states that the PDA Council annually elects its officers and approves the appointment of PDA Council Committee Chairs and Vice Chairs for one year terms, WHEREAS, the PDA Council approved Resolution 13-62 in October 2013 restructuring council committees; and, NOW, THEREFORE BE IT RESOLVED that the Council Chair, with the agreement of the Executive Committee has recommended PDA Councilmember Patrick Kerr to be removed from standing committees due to his recent work requirements,

BE IT FURTHER RESOLVED that the Nominating Committee has unanimously recommended the renaming of the Waterfront Redevelopment Committee to the MarketFront Committee and the following PDA substitutions of Councilpersons to serve as Chair and Vice Chair of the MarketFront Committee for a six month term from January 1, 2015 through June 30, 2015:

<u>Committee</u>	<u>Chair</u>	<u>Vice-Chair</u>
MarketFront	Rico Quirindongo	Jim Savitt

Jackson Schmidt moved, Patrice Barrentine seconded

For: Gloria Skouge, Jim Savitt, Jackson Schmidt, John Finke, Bruce Burger, Patrice Barrentine, Rico Quirindongo

Against: Patrick Kerr

Abstained: Matt Hanna

Resolution **14-77**: Approval of PDA Committee Chair, Vice-Chair, Committee Renaming and PDA Council Committee Structure passed with a vote of 8-1-0.

**Action Item:** Proposed Resolution **14-78**: Approval of Annual 2015 PDA Council and Committee Meeting Schedule

Ben Franz-Knight introduced the resolution which states that the PDA Council and Council Committee meeting schedule is currently determined by setting the meeting of the full PDA Council generally on the last Thursday of each month with standing Committee meetings scheduled prior to that date throughout the month as follows:

MarketFront:	2 <sup>nd</sup> Monday of the Month – 4:00 pm to 6:00 pm
Market Programs:	2 <sup>nd</sup> Thursday of the Month – 4:00 pm to 6:00 pm
Finance & Asset Management:	3 <sup>rd</sup> Tuesday of the Month – 4:00 pm to 6:00 pm
Executive:	Wednesday, One week prior to PDA Council – 4:30pm to 5:45pm

WHEREAS, certain Council and Committee meeting dates have been adjusted for holidays, which will include;

- Market Programs Committee Meeting - January 15<sup>th</sup>, 2015

NOW THEREFORE BE IT RESOLVED, that the PDA Council hereby amends its meeting schedule by setting the meetings for the 2015 Calendar year (an example of which is attached to this resolution as Exhibit A – 2015 PDA Council and Council Committee Meeting Calendar).

Jackson Schmidt moved, Patrice Barrentine seconded

There was a brief discussion regarding the proposed meetings dates included in the PDA Council & Committee calendar.

Patrice Barrentine commented that due to her new work obligations she would no longer be available for the Market Programs scheduled every second Thursday.

There was a friendly amendment to vote only upon the January 2015 PDA Council and Committee meeting dates, which included the modification of the January Market Programs date to be scheduled for January 15<sup>th</sup>, 2015. The remaining 2015 PDA Council and Committee schedule would be presented and voted upon at the January 2015 PDA Council Meeting.

For: Matt Hanna, Patrick Kerr, Gloria Skouge, Jim Savitt, Jackson Schmidt, John Finke, Bruce Burger, Patrice Barrentine, Rico Quirindongo

Against: 0

Abstained: 0

Resolution **14-78**: Approval of Annual 2015 PDA Council and Committee Meeting Schedule was passed unanimously by the PDA Council.

#### C. Other

##### **VIII. Further Public Comment**

Tom Graham noted that it has been fun hearing the promotional radio advertisements for Pike Place Market in the mornings.

##### **IX. Concerns of Committee Members**

None

##### **VIII. Adjournment**

The meeting was adjourned at 6:09pm. Matt Hanna, PDA Council Chair

Meeting minutes submitted by:

Dianna Goodsell, Administrative Services Coordinator