



Executive Committee Meeting Minutes

Wednesday, May 20, 2015
4:30 p.m. to 5:45 p.m.
Goodwin Library

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

Other Council Members Present:

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

Others Present: Joan Paulson

The meeting was called to order at 4:33 p.m. by Matt Hanna, Chair.

I. Administration

A. Approval of the Agenda

Bruce Burger had proposed adding an additional section under Section VI regarding the Executive Director Review policy.

The agenda, as amended, was approved by Acclamation

B. Approval of the Executive Committee April 22, 2015 Meeting Minutes. The minutes were approved by Acclamation

II. Announcements and Community Comments

None

III. Council Chair's Report

Matt Hanna presented the PDA Council Chair Report for May 2015. He reported on the Special PDA council meeting that was held on May 19th to approve the financing package for the MarketFront project. He noted that he would like to get the understanding to the community regarding the framework for the project. He briefly discussed an outline for items revolving around the MarketFront project including the bond issuance and approval of the MACC resolution with Sellen.

A. PDA Council Nominating Committee Update

Matt Hanna had reported that he did receive some interest for participation in this year's nominating committee. He would ask for additional input at the upcoming PDA Council meeting. He had mentioned the possibility in having a resolution prepared for next month with the establishment and scope of the nominating committee.

IV. Committee Chair's Report

A. Finance and Asset Management

Gloria Skouge presented a report on the May 19th Finance & Asset Management Committee. She provided an overview of the reports and key items that were part of the meeting including the review of the financial statements for April 2015. She had reported that the Market residential occupancy rate was at 97 percent. Action Items that were on the meeting's agenda included: Proposed Resolution **15-32: Authorization for Contract Authority – Metal Stair Repair and Repaint - Skybridge**, Proposed Resolution **15-34: Pine Street Stair Enhancement**, Proposed Resolution **15-37: Authorization for Contract Authority – Sand and Refinish Floors Downunder**, Proposed Resolution **15-39: Authorization for Contract Authority – Install Garbage Room Exhaust and Proposed Resolution 15-40: Lease Proposals - May 2015.**

Rico Quirindongo entered into the meeting at 4:43pm

There was a discussion on Resolution 15-39: Authorization for Contract Authority – Install Garbage Room Exhaust. Ben had discussed the next steps regarding resolving the odor issue near and around the preschool.

David Ghoddousi talked about the fish ice melting and how it could be the culprit with the odors near the preschool. He was concerned over a potential heat which could be generated to melt the ice and its connection to the smell.

Ben Franz-Knight responded to David's comment regarding the fish ice melting station. He had said that interestingly, when the fish ice melting was shut down for the last few months, we had received the largest amount of complaints on the odors.

Ben Franz-Knight noted that he had a conversation with Sabina Proto and John Turnbull after the Finance & Asset Meeting last night regarding the Events & Programs budget tracking under our financial report. He noted that he would like to start tracking the Events & Programs expenses and revenues separately since the department has been performing at such a high level.

Bruce Burger talked about the 30 year capital needs study. He had thought that it would be nice to start tracking this over the work we have done and to acknowledge the work performed.

B. Market Programs

Betty Halfon, Market Programs Chair was not in attendance to report on the recent meeting. Matt Hanna presented the Market Programs report in place of Betty's absence. The May 12th Market Programs Committee meeting included review of the King Country Local Food Economy Initiative, MarketFront Media Relations Strategy and follow-up on the Market Narratives Discussion.

Ben Franz-Knight provided a few highlights from the May Market Programs Committee meeting. He talked about the Farmland Preservation Food Initiative efforts. He lastly mentioned that there was a request from the Committee in looking at what it would take on the staffing and budget level to host an event each month in the Market.

C. **MarketFront**

The MarketFront Committee had not met in May; there was a Special PDA Council in place of that meeting to approve the financing package for the MarketFront project.

Matt Hanna inquired about the scope of work in the future for the MarketFront Committee. It was noted that Rico Quirindongo would attend at least one OAC meeting a month. Regarding the MarketFront Committee scope, there would be project updates and updated focus with the integration of the Central Waterfront plans.

Rico Quirindongo mentioned that there is a programming piece for the MarketFront committee to work through.

Rico Quirindongo talked about an opportunity to integrate the projects, parks and Western Avenue with the upcoming Waterfront Symposium, sponsored by the DLR Group. He had noted that under the umbrella of the Seattle design festival, the theme for the Waterfront Symposium would be “Design in Equity”. Rico separately inquired about building B in relation to the MarketFront project.

V. **Reports and Actions Items**

None

VI. **Executive Director’s Report**

Ben Franz-Knight presented the Executive Director’s Report for the month of May 2015. He reported on the public art piece, “Reflection” by greypants and the status of the design. He noted that we have elected to make some changes to the art piece and to reapply in July; favorably we had received a denial letter from the MHC with some highlights of changes to be made. He provided a quick update on the 9 in half block strategy in Seattle which has included about 140 arrests. He added that great conversations have been going along with all the stakeholders such as Mayor’s Office, Police Department, and surrounding businesses. He lastly noted that the Market Foundation gave away 875k in grants at the Cut the Pie Event, which now serves six social services; a new addition included a 10k grant for Chief Seattle. He mentioned that we are trending towards Lillian’s 1 million dollar goal for supporting the Market’s social services.

There was a brief discussion that followed.

Bruce Burger asked about our priorities with the Parking garage in the Market.

Ben Franz-Knight stated a couple priorities for the garage including having parking available for customers and existing parking for market tenants and employees. He further noted that we are going to be challenged for parking for the next 18 months.

A. Executive Review Policy

There was an initial review of the Executive Director Review policy Bruce Burger had drafted; a copy of the document was included with the PDA Council records. Bruce discussed the Pike Place Market Executive Director Review Policies and Procedures with the Committee. He mentioned about the retention of the ED Review files and if our PDA Counsel should safe keep those confidential files while maintaining accessibility to the PDA Councilmembers.

Matt Hanna noted that he would like for Gerry Johnson, the Counsel to the PDA to review the ED Review policy document. He was curious if there would be an issue establishing the guidelines as well as having Gerry being the depository of the ED review files. He further noted that there could be a potential resolution to incorporate the document as policy for the future Executive Directors reviews; he had asked Ben to follow-up on this with Gerry.

Ben Franz-Knight commented on the level of public input in his ED Review; it works for him, but it may not work with other successors. He noted two goals of the ED review process should include constructive feedback and also finding a basis for employment and salary.

VII. Public Comment

Joan Paulson commented on the Executive Director Review policy guidelines. She noted that three specific suggestions to incorporate within the ED Review Policy are the establishment of specific goals for improvement to occur, review time of the document internally and addressing potential termination of the Executive Director. Two separate comments were regarding the PDA Charter's mission. She had noted that under Item 7. of the Charter, that if we do not have farmers, we do not have food and we will die; if we really want to do something for these efforts, a white paper is needed to be created by staff at the PDA by our needs. Lastly she had commented that funding for the MarketFront development is based upon transportation. She stated that the Charter's mission has nothing to with the funding of the MarketFront; we are not following our Charter's mission in using the funding as part of transportation costs.

VIII. Concerns of Committee Members

Gloria Skouge mentioned that we now have the storyboards available for the Market Education Program.

Rico Quirindongo had mentioned that he had recently attended the Forterra Awards Breakfast; he noted that there could be some discussion or partnership with them in the future.

IX. Adjournment

The meeting was adjourned at 5:47 pm by Matt Hanna, Chair

Meeting minutes submitted by:
Dianna Goodsell, Executive Administrator