

Board of Directors' Regular Meeting

MINUTES

October 13, 2016

3100 S. 176th St., SeaTac, WA 98188

RTA Board Room

Call to Order

Chair Maureen Huffman called the meeting to order at 3:06pm.

Roll Call

Board Members: Tiffany Hart, Marriott; Maureen Huffman, Embassy Suites; Sanjay Mahajan, Radisson; Bill Murray, Four Points Sheraton; Ken Stockdale, Crowne Plaza; David Sullivan, Cedarbrook Lodge.

MOTION: Motion was made to excuse Board Member Greg Campbell by Board Member Murray; seconded by Board Member Sullivan. Passed unanimously.

Staff: Katherine Kertzman, President/CEO; Brenda Rolph, CFO; Meagan McGuire, Sales & Services vice President; Lisa Schwartz, Destination Manager; Autumn Lingle, Operations Administrator.

Approve/Amend Agenda

President/CEO Kertzman amended the agenda to change the dollar amount on Motion #2016-056 to \$40,895.

MOTION: Motion was made to approve the amended agenda by Board Member Stockdale; seconded by Board Member Mahajan. Passed unanimously.

Consent Agenda

Item 1: Approval of Minutes from the September 15, 2016 Regular Meeting

Item 2: Approval of Auditing Official's Certificate for September 2016

(Claim checks and electronic payments for September 2016. Check numbers 7150 through 7197 in the amount of \$283,393.77. Electronic payments for payroll for the dates of September 1, 2016 through September 30, 2016 in the amount of \$70,426.63.

MOTION: Motion was made to approve the Consent Agenda Items 1 through 2 by Board Member Hart; seconded by Board Member Stockdale. Passed unanimously.

Sales & Marketing Committee

Benchmark Study

President/CEO Kertzman presented the Board Members with an overview of the Benchmark Study cost adjustment.

MOTION #2016-056: Motion was made to authorize President/CEO to execute Benchmark SOW amending the original Green Rubino contract #2015-018, for an additional not to exceed \$40,895, with a further directive to re-negotiate with Green Rubino for reduced professional services and associated fees, by Board Member Sullivan; seconded by Board Member Murray. Passed unanimously.

Adopt a Highway

President/CEO Kertzman, provided a PowerPoint presentation to the Board about the Adopt a Highway campaign.

MOTION #2016-057: Motion was made to authorize President/CEO to execute a two year Adopt a Highway campaign for \$71,793, by Board Member Mahajan; seconded by Board Member Sullivan. Passed unanimously.

Seattle Southside RTA YTD Q3 2016 Report

President/CEO Kertzman and Vice President McGuire gave a PowerPoint presentation and summarized the RTA YTD Q3 Report.

Budget Report

Preliminary Budget Estimates

President/CEO Kertzman discussed the preliminary 2016 budget estimates.

2017 Budget

President/CEO Kertzman distributed the 2017 Budget that will be presented to the City of SeaTac Council October 25, 2016 at 5:00pm at SeaTac City Hall.

MOTION #2016-058: Motion was made to approve Resolution No. 2016-039 approving the Seattle Southside RTA 2017 Budget Exhibit A, by Board Member Hart; seconded by Board Member Murray. Passed unanimously.

President's Report

Smith Travel Reports

President/CEO Kertzman asked the Board what their preference was on how they would like to receive the reports. The Board responded that email was their first choice, with follow-up discussion at meeting.

Burien Update

President/CEO Kertzman noted that former Des Moines City Manager Tony Piasecki has recently been appointed as interim Burien City Manager.

Other Business

Sports Advisory Board Committee

Board Member Murray announced that Carletta McKinney Castro has resigned and is no longer available to be on the Sports Advisory Board Committee. First Committee meeting is scheduled for October 20, 2016 at 3:00 p.m. in the RTA Board Room.

FAM Trips

Board Member Sullivan encouraged all Board Members to host FAM Trips due to the return on investment.

Next Meeting Date

December 8, 2106

Adjournment

Motion was made to adjourn at 4:05pm, by Board Member Mahajan; seconded by Board Member Stockdale.

Respectfully submitted,
Autumn Lingle
Operations Administrator