

Board of Directors Regular Meeting

AGENDA

December 11, 2025, 3:00 pm
3100 S. 176th St., SeaTac, WA 98188

Hybrid/Video Conference

Join Zoom Meeting

<https://us02web.zoom.us/j/81032095415?pwd=cm1DrGLuTjBbYc10LqKdDsCFY23nDw.1>

Meeting ID: 810 3209 5415 Passcode: 422653

3:00 p.m. – Call to Order—*Josh Ewing, Chair*

- 1. Roll Call**
- 2. Excuse absent Board Members – *Motion***
- 3. Approve Agenda December 11, 2025, board meeting**
- 4. Public Comments**
- 5. Chair's Report**

1. Presentation of Consent Agenda – *Josh Ewing, Chair*

Item 1: Approval of Minutes from October 16, 2025, Regular Board Meeting.

Item 2: Approval of Auditing Official's Certificate for October 1, 2025, through November 30, 2025. Total disbursements in the amount of \$556,145.87.

RECOMMENDED MOTION: I move to approve Consent Agenda Items 1 & 2.

6. President/CEO Report

- 1.** Authorize the implementation of a 2.75% COLA increase for all employees and for all salary and wage steps of the Seattle Southside Regional Tourism Authority effective January 1, 2026. Pursuant to past practice, the COLA increase is the mean average of the COLKA increases implemented by the cities of SeaTac (2.7%) and Tukwila (2.8%).

RECOMMENDED MOTION: I move to implement a 2.75% COLA increase for all employees and for all salary and wage steps of the Seattle Southside Regional Tourism Authority effective January 1, 2026.

2. The accountability audit by the Washington State Auditor's Office for Jan 1, 2023 – Dec 31 2024 is complete. There are several recommendations for implementation or clarification of policies in the following areas:
 - a. Timely filing of annual financial statements
 - b. Increased controls and tracking of 'small and attractive assets'
 - c. Establishment of timely submission of credit card reconciliation reports
 - d. Enhancement of IT access policies
 - e. Adherence to state policy regarding executive session notice for RTA board executive sessions.

Procedures related to recommendations b & c have been implemented. All the above recommendations are being drafted as formal organizational policies that will be brought to the RTA board for review and ratification in the coming months.

3. Authorize the President/CEO to execute an agreement with the City of SeaTac to provide advertising in the SeaTac Airport and Angle Lake light rail stations and on King County Metro buses pre and post FIFA in 2026 (Feb-May & Aug – Dec) not to exceed \$300,000.
4. Authorize the President/CEO to execute an agreement with Intersection Media to provide advertising in the SeaTac Airport and Angle Lake light rail stations and on King County Metro buses pre and post FIFA in 2026 (Feb-May & Aug – Dec) not to exceed \$300,000.

RECOMMENDED MOTION: I move to authorize the President/CEO to execute agreements with the City of SeaTac and Intersection Media for advertising in light rail stations and on metro buses not to exceed \$300,000.

5. Authorize the President/CEO to negotiate and execute an amendment to an existing agreement with Tempest to develop landing pages specific to the World Table District not to exceed \$24,000. The cost of this project is reimbursed by the City of SeaTac as a part of the World Table District marketing campaign.

RECOMMENDED MOTION: I move to authorize the President/CEO to negotiate and execute an amendment to the existing agreement with Tempest not to exceed \$24,000.

6. Financial report – Year to Date through October 2025
7. Sneak Peek at the City of SeaTac's World Table District campaign

7. New Business

8. Next meeting: January 15, 2026

10. Adjournment

This is a Seattle Southside Board of Directors meeting and although open to the public, no public comment process is provided. If you have questions, please email them to mark@seattlesouthside.com.