

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA – STAFF BRIEFING

Item No.	<u>7c</u>
Date of Meeting	<u>January 5, 2010</u>

DATE: December 28, 2009

TO: Tay Yoshitani, Chief Executive Officer

FROM: Melinda Miller, Director, Portfolio Management
Patricia Spangler, Real Estate Manager

SUBJECT: Interim Agreement to Manage Events at Smith Cove Cruise Terminal.

BACKGROUND

The recent completion of the Smith Cove Cruise Terminal has created an opportunity for the Port to generate additional revenue by producing meetings and events during the times the facility is not in use as a cruise terminal. Port staff will brief the Commission on a proposal to allow the Port's current event manager, Columbia Hospitality (CHI), to manage and produce events at the Smith Cove Cruise Terminal in the short-term. This will allow the Port to capture revenue while developing a competitive process for selecting the long-term operator of Port-owned conference and meeting facilities when the current management agreement expires.