



Administration and Finance Committee Agenda

February 14, 2019
4:00 PM

SeaTac City Hall – Riverton Room 128

Councilmembers:
Erin Sitterley, Chair
Peter Kwon
Clyde Hill

Note: A quorum of the Council may be present.

Staff Coordinator: Gwen Pilo, Finance & Systems Director

ITEM	TOPIC	PROCESS	WHO	TIME
1	Call to Order		Chair	
2	Public Comment Process: Please raise your hand if you would like to speak so the Chair can call on you. Public comments are limited to 10 minutes total and three minutes per individual speaker. Time may be reduced for each speaker to stay within the 10-minute time limit.		Chair	10
3	Review of the 1/24/19 Minutes	Approval	Gwen	5
4	Council/City Manager Travel Pre-Approval or Final Approval	Approval	Gwen	5
5	Current Vacancies & Staffing Report	Update	Vanessa Audett	5
6	Status of Lease Agreements	Presentation	Gwen Pilo/ Carl Cole	15
7	Lease Agreement with ReWa	Discussion/ Recommendation	Lawrence Ellis & Brian Ruda	5
8	Agenda Bill Criteria	Discussion/ Recommendation	Gwen Pilo	20
9	4th Quarter 2018 Reports	Presentation	Gwen Pilo	10
10	Vouchers 101	Presentation	Gwen Pilo	20
11	Future Meeting Schedule /Topics <i>-Non-Rep salary change approval process</i> <i>-City Employees Serving on Committees</i> <i>-City Manager Evaluation Process</i> <i>-Time Accounting System</i> <i>-Incorporation/Annexation of two cities</i> <i>-Contracts 101</i>	Discussion	All	5
12	Adjourn			