



# Administration and Finance Committee Agenda

February 28, 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 2/14/19 Minutes	Approval	Gwen Pilo	5
4	Council/City Manager Travel Pre-Approval or Final Approval	Approval	Gwen Pilo/ Lesia Ellis	5
5	Lease Agreement with ReWa	Discussion/ Recommendation	Lawrence Ellis & Brian Ruda	15
6	Council Administrative Policy	Discussion/ Recommendation	Kristina Gregg	30
7	Contracts 101	Discussion	Gwen Pilo/ Carl Cole	15
8	Future Meeting Schedule /Topics -Non-Rep salary change approval process -City Employees Serving on Committees -City Manager Evaluation Process -Time Accounting System -Incorporation/Annexation of two cities	Discussion	All	5
9	Adjourn			