



Administration and Finance Committee Agenda

March 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 3/14/19 Minutes	Approval	Gwen Pilo	5
4	Council/City Manager Travel Pre-Approval or Final Approval	Approval	Gwen Pilo/ Lesia Ellis	5
5	Council Chambers AV Replacement	Discussion	Bart Perman	15
6	Surplus Assets	Discussion/ Recommendation	Gwen Pilo	10
7	Time Accounting System	Presentation	Gwen Pilo	15
8	Agenda Bill Criteria Checklist	Discussion	Gwen Pilo	15
9	Future Meeting Schedule /Topics - <i>Contracts 101</i> - <i>Non-Rep salary change approval process</i> - <i>City Manager Evaluation Process</i> - <i>Incorporation/Annexation of two cities</i>	Discussion	All	5
10	Adjourn			