



Administration and Finance Committee Meeting Minutes

July 25, 2019
4:00 PM

SeaTac City Hall - Riverton Room 128

Members:	Present:	Absent:	Commence:	4:02 P.M.
			Adjourn:	5:50 P.M.
Erin Sitterley, Chair	X			
Peter Kwon	X			
Clyde Hill	X			

Other Council Members Present: Joel Wachtel, Pam Fernald

Staff Coordinator: Gwen Pilo, Finance & Systems Director

1. Call to Order	<i>Committee Chair Erin Sitterley called the meeting to order at 4:02 PM</i>
2. Public Comment	<i>None</i>
3. Review of the Minutes	<u> X </u> Recommended for Approval <i>A copy of the 07/11/19 minutes was provided to the committee for review. The committee approved the minutes as written.</i>
4. Council/City Manager Travel Pre-Approval or Final Approval	<i>None</i>
5. City Center Plan Update Phase 1 Contract Amendment	<u> X </u> Recommended for Approval <i>Planning Manager Jennifer Kester and Senior Planner Kate Kaehny provided an overview of the City Center Plan Update and proposed contract amendment. The amendment provides 8 additional tasks and will increase the amount of the contract \$25,000, for a total not to exceed \$70,000. Discussion ensued. The Committee recommended the Contract Amendment be put on the Consent Agenda for the August 13, 2019 Council Meeting.</i>
6. 2020 Legislative	<u> X </u> Informational Update

Agenda Brainstorm	<i>Government Relations and Communications Manager Kyle Moore along with Gordon Thomas Honeywell representative Trevor Justin provided draft Legislative Agenda and back page Legislative Policy documents which were discussed at the July 11 A&F meeting. Moore and Justin are participating in the AWC subcommittees to shape their Legislative Agenda and an update was provided. Moore will send out notes to the entire council for comment and bring the identified priorities back to a future A&F meeting for more discussion and finalizing.</i>
7. 2 nd Quarter Financial Reports	<u> X </u> Informational Update <i>Finance & Systems Director Gwen Pilo presented the 2nd Quarter Financial Reports.</i>
8. Future Meeting Schedule	<i>The next A&F Meeting is scheduled for August 6 at 4:00 PM in Riverton Room 128.</i>
9. Adjourn	<i>Committee Chair Erin Sitterley adjourned the meeting at 5:50 PM.</i>