



# Administration and Finance Committee Meeting Minutes

July 26, 2018  
4:00 PM

SeaTac City Hall - Riverton Room 128

Members:	Present:	Absent:	Commence:	4:02 P.M.
			Adjourn:	5:35 P.M.
Erin Sitterley, Chair	X			
Peter Kwon	X			
Clyde Hill	X			

Other Council Members Present: Mayor Michael Siefkes, Pam Fernald, Joel Wachtel, Rick Forschler

Staff Coordinator: Gwen Pilo, Finance Director

1. Call to Order	<i>Committee Chair Erin Sitterley called the meeting to order at 4:02 PM</i>
2. Public Comment	<i>Kevin Hope spoke to the committee about his interest in the Voting Districts topic that will be presented at a future A&amp;F meeting.</i>
3. Review of the Minutes	<p><u>  X  </u> Recommended for Approval</p> <p><i>A copy of the 07/12/2018 minutes was provided to the committee for review. The committee approved the minutes as written.</i></p>
4. Council/City Manager Travel Pre-Approval or Final Approval	<p><u>  X  </u> Recommended for Approval</p> <p><i>Executive Assistant, Lesa Ellis, provided the following items for committee approval:</i></p> <p>1. <i>Travel Pre-approval for Clyde Hill</i>  <i>NCL Summit</i>  <i>Lodging: \$1,125.00</i>  <i>Meals: \$300.00</i>  <i>Transportation: \$750.00</i>  <i>Registration: \$545.00</i>  <i>Amount Total: \$2,720</i></p> <p><i>Council members Sitterley and Kwon voted to approve. Council member Hill abstained from voting.</i></p>

	<p>2. <i>Expense approval for Clyde Hill NCL Summit Registration: \$460.00</i></p> <p><i>Council members Sitterley and Kwon voted to approve. Council member Hill abstained from voting.</i></p>
<p>5. Preliminary Discussion on 2019 Legislative Agenda</p>	<p><u>  X  </u> Discussion</p> <p><i>City Manager Joe Scorcio introduced Kyle Moore, Government Relations and Communications Manager, and Briahna Murray and Josh Weiss from Gordon Thomas Honeywell (GTH). Briahna presented an overview of GTH's view of the upcoming Legislative session and she provided the committee guidelines on how to create a Legislative agenda. Councilmembers provided the topics of interest they would like on the Legislative agenda. Discussion ensued on the next steps. The committee decided to have GTH synthesize the list and bring back more information on each item to a future A&amp;F meeting for prioritization of the list.</i></p>
<p>6. Parking Taxes</p>	<p><u>  X  </u> Informational Update</p> <p><i>Councilmember Kwon proposed parking taxes be reviewed as part of the budget process. The committee concurred.</i></p>
<p>7. Consider Canceling August 9 meeting</p>	<p><u>  X  </u> Approved</p> <p><i>City Manager Joe Scorcio requested the committee consider cancelling the August 9, 2018 A&amp;F meeting due to a conflict with the City Manager Interview process. The Committee agreed. The Committee also approved the cancellation of the August 23, 2018 meeting, which falls within the regularly scheduled hiatus period for the Council. They agreed if a pressing issue arose, a Special meeting would be called.</i></p>
<p>8. Future Meeting Schedule</p>	<p><i>The next regular A&amp;F Meeting will be held on September 13, at 4:00PM in Riverton Room 128.</i></p>
<p>9. Adjourn</p>	<p><i>Committee Chair Erin Sitterley adjourned the meeting at 5:35 PM.</i></p>