



Administration and Finance Committee

Agenda

September 7, 2023

4:00 PM

Hybrid Meeting

A quorum of the City Council may be present.

*This meeting will be conducted in a hybrid format with in-person in Council Chambers at City Hall and remote options for public participation. **The meeting will be broadcast on SeaTV Government Access Comcast Channel 21 and live-streamed on the City’s website <https://seatacwa.gov/seatvlive> and click play.***

Committee Members:

Deputy Mayor Senayet Negusse, Chair

Councilmember Takele Gobena

Councilmember Iris Guzmán

Note: A quorum of the Council may be present (4 or more).

Staff Coordinator: Gwen Pilo, Finance & Systems Director

ITEM	TOPIC	PROCESS	WHO	TIME
1.	Call to Order		Chair	
2.	<p>PUBLIC COMMENTS (any topic): The committee will hear in-person public comments and is also providing remote oral and written public comment opportunities. All comments shall be respectful in tone and content. Signing up for in-person and remote comments or providing written comments must be done by 2:00 PM the day of the meeting. Any requests to speak or provide written public comments which are not submitted following the instructions provided or by the deadline will not be included as part of the record.</p> <ul style="list-style-type: none"> • Instructions for registering to provide oral public comments are located at the following link: Registration for Oral Public Comments – Council Committees and Citizen Advisory Committees • Submit email/text public comments to Afpubliccomment@seatacwa.gov. The comment will be mentioned by name and subject and then placed in the committee handout packet posted to the website. Public comments submitted to an email address other than the provided address or after the deadline, will not be included as part of the record. 		Chair	4:01-4:11 PM (10min)
3.	Review of the 06/01/2023 Minutes	Recommendation for Approval	Gwen Pilo	4:12-4:15 PM (3 min)

4.	Council/City Manager Travel Approval	Recommendation for Approval	Lesia Ellis	4:16 – 4:21 PM (5 min)
5.	Hotel/Motel Tax Advisory Committee (HMAC) Annual Review	Committee Approval	Kristina Gregg	4:22 – 4:32 PM (10 min)
6.	Surplus City Property/Asset Disposal	Discussion/Recommendation to Consent Agenda	Gwen Pilo	4:33 – 4:43 PM (10 min)
7.	Resolution Appointing a Public Records Officer	Discussion/Recommendation for Council Approval on Consent	Carl Cole	4:44 – 4:54 PM (10 min)
8.	SKHHP Affordable Housing Database Access and Support Services	Discussion/Recommendation for Council Approval with Budget Amendment Agenda item #9	Kate Kaehny and Evan Maxim	4:55 – 5:05 PM (10 min)
9.	Amending the 2023-2024 Biennial Budget	Discussion/Recommendation for Council Approval by Consent Agenda	Gwen Pilo	5:06 – 5:21 PM (15 min)
10.	July Investment Report	Presentation Only	Gwen Pilo	5:22 – 5:27 PM (5 min)
11.	Adjourn			