

eCityGov Alliance Executive Board Meeting
Friday, April 15, 2022; 10:00am - Noon
Hybrid Meeting – Both In-Person and Virtual

In-Person Location

Bellevue City Hall, Room 1E-110
450 110th Avenue NE
Bellevue, WA 98004
(425) 452-6800

Virtual Location

<https://cityofbellevue.zoom.us/j/89409147752>

Meeting ID: 894 0914 7752

Passcode: 520635

Phone: 253 215 8782 US (Tacoma)

MINUTES

1. Introductions and Roll Call (5 min)
 - a. Chairperson called meeting to order at 10:15
 - b. Member attendees:
 - i. City of Bellevue – Nathan McCommon
 - ii. City of Issaquah – Gus Tiwana
 - iii. City of Kenmore – Leticia Salcido
 - iv. City of Sammamish – Jim Hominiuk
 - v. City of Snoqualmie – Mike Sauerwein
 - c. Members Absent:
 - i. City of Kirkland – Beth Goldberg
 - d. Non-voting member attendees:
 - i. King County - Warren Cheney
 - ii. Town of Woodway – Tom Phillips
 - e. Other attendees
 - i. Executive Director of the eCityGov Alliance – Tyler Running Deer
 - ii. City of Bellevue Senior Project Manager – Amanda O’Connor
 - iii. City of Bellevue Technology Business Analyst – Michele Miller
 - iv. City of Bellevue IT Business Operations manager – Julie David
 - v. City of Bellevue IT Chief Operating Officer – PJ Rodriguez
2. Approve Agenda – VOTE (2 min)
 - a. Motion – City of Snoqualmie made a motion to accept the eCityGov Alliance Executive Board agenda for April 15, 2022.
 - b. Second – City of Sammamish
 - c. Discussion – No discussion

- d. Approval – Motion carried unanimously
3. Approve Prior Meeting Minutes – VOTE (2 min)
- a. Motion – City of Sammamish made a motion to approve the February 2022 eCityGov Alliance Executive Board minutes.
 - b. Second – City of Snoqualmie
 - c. Discussion – No discussion
 - d. Approval – motion carried unanimously
4. eCityGov Alliance Finances (20 min)
- a. 2021 Year End & 2022 Year Beginning
 - i. The Executive Board requested the estimate fund balance.
 - b. 2021 - 2022 Revised Budget (VOTE) (2 min)
 - i. Resolution 2022-02 amends the 2022 adopted budget with higher COLA costs.
 - ii. City of Snoqualmie motioned to authorize Resolution 2022-02.
 - iii. City of Kenmore seconded.
 - iv. Vote – Executive Board unanimously passed motion.
 - c. 2023 – 2024 Budget Schedule
 - i. Executive Director confirmed draft budget will be presented at scheduled June meeting and suggested calling a special meeting in August to review budget details. The Chair agreed that might be necessary after assessing the results of the June meeting.
5. Service Delivery Team (20 min)
- a. State of service delivery
 - i. Executive Director and the Service Delivery Team Manager discussed options for the Service Level Agreement with Bellevue, which specifically recommended increases in staff positions.
 - b. 2022 Q2 MBP release
 - i. Executive Director confirmed MBP-22A is on track for release in mid-May.
6. 2022 Aerial Mapping Project & Future (10 min)
- a. Executive Director provided update that weather conditions has prevented the flight vendor from capturing critical areas required to satisfy contract and will require a determination whether to reattempt a flight at a later date this year, or postpone project until 2023. 2022 Billings would only pertain to work/activity conducted in 2022.
7. Business Development Updates (15 min)
- a. Onboarding jurisdictions

- i. Federal Way and Woodway have obtained more responsive resourcing to continue integration and launch of MBP.
 - b. Potential subscribers
 - i. WSDOT is still reviewing cost to procure MBP.
- 8. Washington Cities Insurance Authority (WCIA) (15 min)
 - a. Delegate and Alternate – VOTE
 - i. City of Sammamish proposed a motion that the Executive Director be the Delegate with an Executive Board member serving as Alternate.
 - ii. City of Issaquah seconds.
 - iii. Approval – Motion carried unanimously.
 - b. Cyber security policy
 - i. Executive Director confirmed insurance rates are increasing, the Alliance’s current agreement ends in May 2022, and the WCIA needs to identify a new carrier.
- 9. eCityGov Executive Board Retreat (MAY 20 10am-2pm) (15 min)
 - a. Logistics
 - i. May 20 from 10am-2pm at Robinswood House in Bellevue (in-person)
 - b. Draft agenda
 - i. Executive Board requested to leave Draft agenda intact.
 - ii. City of Sammamish recommended identifying a note-taker and hold meeting with a working lunch given size of agenda.
 - iii. City of Issaquah requested Executive Director provide financial impact for increasing staff resources for options 2 and 3 when discussing the 2023-24 budget.
 - iv. King County recommended inviting the Service Delivery Manager to attend, and offered a notetaking resource.
 - v. Service Delivery Manager confirmed attendance.
 - c. City of Bellevue called for Good of the Order - None.
- 10. Adjourn 11:55 by City of Bellevue