

eCityGov Alliance Executive Board Meeting
Friday, October 20, 2023; 10:00am – 2:30pm
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 Information

<https://cityofbellevue.zoom.us/j/81339299138>

Meeting ID: 813 3929 9138

Passcode: 701775

253 215 8782 US (Tacoma)

MINUTES

1. Introductions and Roll Call (5 min)

The chairperson, Jim Hominiuk, called the meeting to order at 10:06am.

Member attendees:

City of Bellevue – Nathan McCommon

City of Issaquah – Autumn Monahan

City of Kenmore – Robert G. Karlinsey

City of Kirkland – Smitha Krishnan

City of Sammamish – Jim Hominiuk

City of Snoqualmie – Emily Arteche

Non-voting members:

Julie Mass, Snohomish County

Jason Krum, City of Auburn

Other attendees:

Tyler Running Deer, Executive Director of eCityGov Alliance

Molly Bandel, Secretary eCityGov Alliance

Michele Miller, City of Bellevue Technology Business Analyst

Julie David, City of Bellevue IT Business Operations manager

Don Khuong, City of Bellevue IT Product Manager

Charmagne Shirley, City of Bellevue IT Contract Administrator

Warren Cheney, King County

Sarah Asher, City of Bellevue Technology Business Analyst

Don Cole, City of Mercer Island

2. Approve Agenda – VOTE (2 min)

Motion – City of Kenmore made a motion to accept the eCityGov Alliance Executive Board agenda for October 20, 2023.

Second – City of Bellevue

Discussion – no discussion

Approval – motion carried unanimously

3. Approve June 2023 Minutes – VOTE (2 min)

Motion – City of Bellevue made a motion to approve the June 16, 2023 eCityGov Alliance Executive Board minutes.

Second – City of Issaquah

Discussion – no discussion

Approval – motion carried unanimously

4. MBP Service (10 min)

- a. Washington State legislation
 - i. The Executive Director presented to the Board the State efforts to look at a statewide electronic system. MBP has a seat on an advisory group that will likely begin meeting in November.
- b. Potential subscribers
 - i. The Executive Director presented to the Board.
 - A demonstration for Sound Transit has been scheduled for mid-November.
 - British Columbia contacted the Executive Director about using the MBP service and is currently only collecting information.
- c. Onboarding jurisdictions
 1. Michele Miller provided an overview, including that Federal Way successfully launched MBP on October 19, 2023.

5. Aerial Mapping Service (5 min)

- a. 2023 project
 - i. The Executive Director presented to the Board that the current vendor contract ends January 2024.
 - ii. In the future the Aerial Mapping Service will occur every two years and fly again in 2025.

6. Annual Staff Evaluation (10 min)

- a. The chairperson, Jim Hominiuk, directed the board to conduct its Annual Staff Evaluation at the Executive Board Meeting on November 17, 2023.

7. 2024 Meeting Dates—VOTE (5 min)

- a. February 16, 2024
10 am - 12 pm
Bellevue City Hall
450 110th Avenue NE
Bellevue, WA 98004
- b. April 19, 2024
10 am - 12 pm

- Bellevue City Hall
450 110th Avenue NE
Bellevue, WA 98004
- c. June 21, 2024
10 am - 12 pm
Bellevue City Hall
450 110th Avenue NE
Bellevue, WA 98004
- d. September 20, 2024
10 am - 12 pm
Bellevue City Hall
450 110th Avenue NE
Bellevue, WA 98004
- e. November 15, 2024
10 am - 12 pm
Bellevue City Hall
450 110th Avenue NE
Bellevue, WA 98004

Motion - City of Bellevue made a motion to approve the eCityGov Alliance Executive Board 2024 Meeting Dates.

Second – City of Kenmore

Discussion – City of Bellevue, City of Sammamish, and City of Issaquah are comfortable with cadence of meetings.

Approval – motion carried unanimously

8. MBP Permit System—VOTE (2+ hours)
- a. Background
 - b. Work group efforts
 - c. Steering committee
 - d. Recommendation
 - e. Additional Board considerations
 - f. Next steps

Motion - City of Kenmore made a motion to approve the eCityGov Alliance Executive Board recommendation to proceed with Option 2 (joint RFP to contract with software developer to design, build, and host a solid MBP backend permitting system).

Second – City of Bellevue

Discussion – Discussion held

Approval - motion carried by Bellevue, Kirkland, Sammamish, Issaquah, Kenmore, abstained by Snoqualmie

9. Adjourn 2:00pm -- Next meeting November 17th, 2023.