

eCityGov Alliance Executive Board Meeting

Friday, May 30, 2025; 10:00am-noon

Hybrid Meeting – Both In-Person and Virtual

In-Person Location

Bellevue City Hall, **Room 1E-112**

450 110th Avenue NE

Bellevue, WA 98004

(425) 452-6800

Virtual Information

Microsoft Teams

Meeting ID: **244 130 517 364 7**

Passcode: 3SR7JR9B

Dial in by phone

+1 206-452-7011,,892878901# United States, Seattle

Phone conference ID: 892 878 901#

MINUTES

1. Welcome and Roll Call (5 min)

The chairperson, Autumn Monahan, called the meeting to order at 10:05am.

Member attendees:

City of Bellevue – Joseph Todd

City of Issaquah – Autumn Monahan

City of Kenmore – Samantha Loyuk

City of Snoqualmie – Fletcher Lacroix

Members absent:

City of Kirkland – Julie Underwood

City of Sammamish – Jim Hominiuk

Non-voting members:

Steven Sturza, City of Auburn

Ruby Kilburn, King County

Non-voting members absent:

Other attendees:

Tyler Running Deer, Executive Director of eCityGov Alliance

Molly Bandel, eCityGov Alliance Secretary

Don Khuong, City of Bellevue IT Product Manager

Julie David, City of Bellevue IT Business Operations Manager

Michele Miller, City of Bellevue Technology Business Analyst

Warren Cheney, King County

Leon Richardson, King County

Gareth Reece, Mercer Island

2. Approve Agenda – **VOTE** (2 min)

Motion – City of Snoqualmie made a motion to accept the eCityGov Alliance Executive Board agenda for May 30, 2025.

Second – City of Kenmore

Discussion – no discussion

Approval – motion carried unanimously

3. Approve Prior Meeting Minutes – VOTE (2 min)

Motion – City of Kenmore made a motion to approve the April 29, 2025 eCityGov Alliance Executive Board minutes.

Second – City of Snoqualmie

Discussion – no discussion

Approval – motion carried unanimously

4. Executive Board Retreat (15 min)

- Executive Director presented to the board.
 - a. General impressions
 - i. Agreed upon goals
 - b. Facilitator notes
 - c. Follow up items
 - i. Create 1–2-page strategic document
 - ii. Agreed to Decision, Commitment and Agreement (DCA) leadership model
 - iii. Agreed organization is in stagnant phase and commitment to spend time and effort toward renewal
 - iv. Subcommittee will meet before May 30th Board meeting to develop draft materials for discussion
 - v. Invite King & Clark Counties to May 30th Board meeting

5. ILA Subcommittee (30 min)

- Executive Director presented to the board.
 - a. Draft strategic document
 - i. Vision
 - ii. Mission
 - iii. Guiding Principles
 - The Chairperson requested the Executive Director route the draft strategic document to the Board for edits prior to finalizing.
 - b. Backend system
 - i. Current funding gap

- ii. Broader MBP Jurisdiction investment approach
- iii. Board focused investment approach
- iv. Jurisdiction “Factor” approach
- v. Debt financing approach
- The Chairperson requested the Executive Director remove jurisdictions in red on PowerPoint slide 10 as an exercise for clearer visibility.
- The City of Bellevue would like the Executive Director and board to review cost and licensing.
- The Chairperson requested the Executive Director reshare materials on options with Board Members.
- c. ILA draft approach and timeline
 - June 2025
 - Subcommittee identify key issues
 - Subcommittee draft new ILA
 - July 2025
 - Discuss draft ILA
 - Subcommittee edit ILA
 - August 2025
 - Board vote on final ILA
 - Send final ILA to Jurisdiction Councils
 - September 2025
 - Councils vote to adopt new ILA
 - October 1, 2026
 - Effective date of new ILA

Motion – City of Bellevue made a motion for the ILA Subcommittee to proceed with creating a light administrative draft change to the current ILA.

Second – City of Snoqualmie

Discussion – no discussion

Approval – motion carried unanimously

6. MBP Frontend Project – VOTE (15 min)

- Executive Director presented to the board.
 - a. MBP user jurisdictions
 - b. Steering committee
 - c. Features and functionality
 - d. New RFP
 - i. Backend RFP insufficient for this new effort
 - e. Timeline
 - June-July 2025
 - Kickoff Steering Committee
 - Develop system requirements
 - Recommend requirements to MBP Committees
 - August-September 2025
 - Publish public RFP
 - Evaluate proposals
 - Interview and recommend vendor
 - October 2025
 - Sign contract
 - Kickoff Project
 - November 2025
 - eCityGov/MBP Service Delivery Team leads project

Motion – City of Issaquah made a motion to amend the MBP Frontend Project – Resolution 2025-03 to include final cost and scope prior to board voting on RFP. The Executive Director to revise Resolution 2025-03 and reference Resolution 2024-03.

Second – City of Snoqualmie

Discussion – no discussion

Approval – motion carried unanimously

7. Executive Board Meeting Schedule – VOTE (2 min)

- Executive Director presented to the board.
 - February 21st
 - April 29th
 - May 30th
 - July 11th (rescheduled from June 13th)
 - August 1st
 - September 19th
 - October 24th

Motion – City of Bellevue made a motion to approve the Executive Board Meeting Schedule – Resolution 2025-04.

Second – City of Snoqualmie

Discussion – no discussion

Approval – motion carried unanimously

8. Aerial Mapping Project (5 min)

- Executive Director presented to the board.
 - Ongoing service
 - 2026 first of five flights
 - Flight vendor contracted for 11 years
 - GIS consultant contracted for 2026 only
 - Jurisdictions sign joint services agreement
 - 2026 Participating Jurisdictions
 - i. Bellevue
 - ii. Bothell
 - iii. Kenmore
 - iv. Kirkland
 - v. Mercer Island
 - vi. Newcastle

vii. Northshore Utility Dist.

viii. Redmond

ix. Sammamish

The chairperson, Autumn Monahan, called for a break at 11:30am.

The board and remaining attendees reconvened at 11:40am.

9. Adjourn 11:47am -- Next meeting July 11th, 2025.