



Memorandum

Date: 5/14/2024

Meeting of: Committee of the Whole - Finance, Administration, and Communications

File No. CM 24-222

Type: Committee Memo

TO: Committee of the Whole - Finance, Administration, and Communications

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Technology and Information Services	Michael Marchand	425-556-2173
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DEPARTMENT STAFF:

Technology and Information Services	Carmen Hall	PMO Manager, TIS
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TITLE:

2023-2024 BTIP Project Update

OVERVIEW STATEMENT:

Technology and Information Services (TIS) Project Management Office (PMO) will update the City Council on the current status of the 2023-2024 budget-approved BTIP projects. This update will cover the current status and budget outlook.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**

n/a

- **Required:**

n/a

- **Council Request:**

n/a

- **Other Key Facts:**

TIS provides quarterly updates to the Mayor and Council on work happening within the department

OUTCOMES:

n/a

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COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
n/a
- **Outreach Methods and Results:**
n/a
- **Feedback Summary:**
n/a

BUDGET IMPACT:

Total Cost:

n/a

Approved in current biennial budget:

☐ Yes

☐ No

☒ N/A

Budget Offer Number:

n/a

Budget Priority:

n/a

Other budget impacts or additional costs:

☐ Yes

☐ No

☒ N/A

If yes, explain:

n/a

Funding source(s):

n/a

Budget/Funding Constraints:

n/a

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
N/A	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
	None proposed at this time	N/A

Time Constraints:

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n/a

ANTICIPATED RESULT IF NOT APPROVED:

n/a

ATTACHMENTS:

Attachment A: 2023-2024 BTIP Project Review Summary

Attachment B: Additional Background- Expected Outcomes and Benefits for 2023-2024 BTIP Projects