FileLocal

700 5th Avenue, Suite 4350
PO Box 94669
Seattle, WA 98124-4669

Executive Board:

Andy Cherullo, Chair
City of Tacoma

Jan Hawn
City of Bellevue

Susy Haugen
City of Everett

Glen Lee
City of Seattle

Executive Board Meeting Summary

January 19, 2016

SEATTLE MUNICIPAL TOWER CONFERENCE ROOM 4080
SEATTLE, WA

KEY: Underlined text indicates actions/decisions.
Bold/italicized text indicates follow up items.

Standing Items

1. CALL TO ORDER

The January 19, 2016, special meeting of the Washington Multi-City Business License and Tax Portal Agency (FileLocal) was called to order at 11:02 a.m. and held in Conference Room 4080 of the Seattle Municipal Tower in Seattle, Washington.

ROLL CALL

Board Members Present: Andy Cherullo (phone), Susy Haugen (phone), Jan Hawn (phone), and Glen Lee

Staff and Guests: Jamie Carnell, Ezra Hodge, Laurie McVay, Greg Kauper, and David Linehan (phone)

2. PUBLIC COMMENT

There were no public comments.

Other Business

3. BELLEVUE LAUNCH GO/NO GO DISCUSSION

A. Greg Kauper reviewed the FileLocal City Implementation Go/No Go Decision Report for Bellevue. The following key items were called out:

I. Bellevue customer service training is scheduled for January 20, 2016.
II. Bellevue must sign the Service Level Agreement prior to the launch on January 25, 2016.
III. The Executive Board voted unanimously to GO. Bellevue will launch on schedule, Monday January 25, 2016.

*A public comment period is provided to allow the public to briefly present information, topics or issues that they feel should be considered by the board. Presentation should be limited to three minutes and be summary in nature. The board may decide to discuss the topic briefly at that time or to request its placement on a future agenda.

4. **OTHER BUSINESS:**

   A. **Agenda Addendum**: Glen Lee motioned to add a legislative update agenda item for discussion. Jan Hawn seconded. Jamie Carnell provided a review of the 2016 State of Washington legislative agenda potentially affecting FileLocal and Business and Occupation Tax Cities.

Adjournment

On a motion made by Jan Hawn and seconded by Susy Haugen, the Board adjourned at 11:24 a.m.

Respectfully Submitted,

Susy Haugen
Secretary, FileLocal