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Executive Board:

Toni Call, Chair
City of Bellevue

Beth Anne Wroe
City of Des Moines

Susy Haugen
City of Everett

Paula Painter
City of Kent

Lindsey Vaughn
City of Lake Forest Park

Kari Roller
City of Renton

Glen Lee, Chair
City of Seattle

Andy Cherullo, Vice-Chair
City of Tacoma

Executive Board Meeting Summary

May 27, 2021

CONFERENCE CALL

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

Standing Items

1. CALL TO ORDER

The 05-27-21 meeting of the Washington Multi-City Business License and Tax Portal Agency (FileLocal) was called to order at 11:03a.m. and conducted by conference call.

ROLL CALL

Board Members Present: Toni Call (phone) Beth Ann Wroe (phone), Susy Haugen (phone), Paula Painter (phone), Lindsey Vaughn (phone), Glen Lee (phone), Andy Cherullo (phone)

Staff and Guests: David Linehan (phone) Kevin Fitzpatrick (phone), Wendy Thomaston (phone) and Julie Panick (phone)

2. PUBLIC COMMENT

There were no public comments.

3. APPROVAL OF MEETING SUMMARY

On a motion made by Andy Cherullo and seconded by Toni Call, the board approved the 3-18-21 meeting summary.

4. REVIEW OF FINANCIAL STATEMENT

Kevin Fitzpatrick summarized the April 2021 financial statements and cash status. There were no questions or comments.

5. ACTION ITEMS

A. Resolution FL2021-03 Draft Budget 2022-2026

a. Kevin Fitzpatrick reviewed the resolution. No changes from the March 2021 draft budget and ties back to previous budgets. Projects a decline in transactions and a growth of about 10%.

The City of Bremerton has been removed since they have elected to opt-out effective 6-30-21.

*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.

Glen Lee asked and Kevin Fitzpatrick confirmed that the 2012 Historical Transactions were used as basis for allocating cost percentages to Principal Cities 2022-2024.

i. Motion to accept: Andy Cherullo
ii. Motion seconded: Susy Haugen
iii. Supermajority vote: Passed

VOTE FL2021-03	City	Member
YES	Bellevue	Toni Call
YES	Des Moines	Beth Ann Wroe
YES	Everett	Susy Haugen
YES	Kent	Paula Painter
YES	Lake Forest Park	Lindsey Vaughn
ABSENT	Renton	Kari Roller
YES	Seattle	Glen Lee
YES	Tacoma	Andy Cherullo

6. DISCUSSION ITMS:

A. April Monthly Business Review

Kevin Fitzpatrick reviewed the Monthly Business Review. There were no comments or questions.

B. Annual Financial Statements 2020

Kevin Fitzpatrick briefly reviewed the FileLocal 2020 Annual Financial Statements that will be submitted to the State of Washington.

C. New Cities Update

The City of Kent is on track for a Q2'21 launch.

Kevin Fitzpatrick stated he is meeting with the City of Auburn later today to go over their recently passed B&O tax and other taxes.

D. Vendor Warrants

Kevin reviewed the First Quarter 2021 vendor warrant list. There were no questions or comments.

7. ADJOURNMENT

On a motion made by Andy Cherullo and seconded by Beth Anne Wroe, the meeting of the Executive Board adjourned at 11:50a.m.

Respectfully Submitted,

Julie Panick
Secretary, FileLocal