FileLocal

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

Executive Board:

Jamie Thomas
City of Auburn

Michael Chandler
City of Bellevue

Jeff Friend
City of Des Moines

Heide Brillantes
City of Everett

Paula Painter, Chair
City of Kent

Lindsey Vaughn
City of Lake Forest Park

Kari Roller
City of Renton

Jamie Carnell, Vice-Chair
City of Seattle

Andy Cherullo
City of Tacoma

Executive Board Meeting Agenda

March 20, 2025
SEATTLE MUNICIPAL TOWER
700 5TH AVE, ROOM 4096
SEATTLE, WA
TEAMS CONFERENCE CALL

1. **CALL TO ORDER**
   a. Roll Call

2. **PUBLIC COMMENT***

3. **APPROVAL OF 11-21-2024 MEETING SUMMARY**
   a. 11-21-2024 Meeting Summary

4. **REVIEW OF FEBRUARY 2025, JANUARY 2025, AND DECEMBER 2024 FINANCIAL STATEMENTS**
   a. February 2025 Financial Statements
   b. January 2025 Financial Statements
   c. December 2024 Financial Statements

5. **ACTION ITEMS**
   a. No action items

6. **DISCUSSION ITEMS**
   a. Draft Budget 2026-2030
   b. Operational Performance Report
   c. Vendor Warrant List

7. **ADJOURNMENT**

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700 5th Avenue, M/S SMT 60-70
P.O. Box 94669
Seattle, WA 98124-4669

Executive Board:

Jamie Thomas
City of Auburn

Michael Chandler
City of Bellevue

Jeff Friend
City of Des Moines

Heide Brillantes
City of Everett

Paula Painter, Chair
City of Kent

Lindsey Vaughn
City of Lake Forest Park

Kari Roller
City of Renton

Jamie Carnell, Vice Chair
City of Seattle

Andy Cherullo
City of Tacoma

Executive Board Meeting Summary

November 21, 2024

700 5TH AVE, ROOM 4086
TEAMS CONFERENCE CALL
SEATTLE, WA

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

Standing Items

1. CALL TO ORDER

The 11-21-24 meeting of the Washington Multi-City Business License and Tax Portal Agency (FileLocal) was called to order at 11:03 a.m. and conducted by Teams meeting.

ROLL CALL

Board Members Present: Staff and Guests: Natalia Smagina for Jamie Thomas (phone), Troy Lucas for Michael Chandler (phone), Jackson Sweigart for Jeff Friend (phone), Heide Brillantes (phone), Paula Painter (phone), Kari Roller (phone), Joseph Cunha for Jamie Carnell (phone) and Andy Cherullo (phone)

Staff and Guests: Scott Hitchcock (phone), Silvina Figueroa (phone), David Linehan (phone), and Horace Francis (phone)

2. PUBLIC COMMENT

There were no public comments.

3. APPROVAL OF MEETING SUMMARY

On a motion made by Andy Cherullo and seconded by Joseph Cunha, the board approved the 09-17-2024 meeting summary.

4. REVIEW OF FINANCIAL STATEMENTS

Scott Hitchcock summarized the October 2024 financial statements and cash status. There were no questions or comments.

*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.

5. ACTION ITEMS

A. Resolution FL2024-07 Fiscal Manual Updates

a. Scott Hitchcock reviewed the resolution. There were no questions or comments.

i. Motion to accept: Andy Cherullo
ii. Motion seconded: Joseph Cunha
iii. Supermajority vote passed

VOTE FL2024-07	City	Member
YES	Auburn	Natalia Smagina for Jamie Thomas)
YES	Bellevue	Troy Lucas for Michael Chandler
YES	Des Moines	Jackson Sweigart for Jeff Friend
YES	Everett	Heide Brillanes
YES	Kent	Paula Painter
	Lake Forest Park	Lindsey Vaughn (absent)
YES	Renton	Kari Roller
YES	Seattle	Joseph Cunha for Jamie Carnell
YES	Tacoma	Andy Cherullo

B. Resolution FL2024-08 Final BudgetT 2025-2029

a. Scott Hitchcock reviewed the resolution. Labor costs are slightly higher due to new union contracts.

i. Motion to accept: Andy Cherullo
ii. Motion seconded: Joseph Cunha
iii. Supermajority vote: passed

VOTE FL2024-08	City	Member
YES	Auburn	Natalia Smagina for Jamie Thomas
YES	Bellevue	Troy Lucas for Michael Chandler
YES	Des Moines	Jackson Sweigart for Jeff Friend
YES	Everett	Heide Brillantes
YES	Kent	Paula Painter
	Lake Forest Park	Lindsey Vaughn (absent)
YES	Renton	Kari Roller
YES	Seattle	Joseph Cunha for Jamie Carnell
YES	Tacoma	Andy Cherullo

C. Resolution FL2024-09 Francis and Company Contract 2025=2026

a. Scott Hitchcock reviewed the resolution.

iv. Motion to accept: Andy Cherullo
v. Motion seconded: Joseph Cunha
vi. Majority vote passed

dVOTE FL2024-9	City	Member
YES	Auburn	Natalia Smagina for Jamie Thomas)
YES	Bellevue	Troy Lucas for Michael Chandler
YES	Des Moines	Jackson Sweigart for Jeff Friend
YES	Everett	Heide Brillanes
YES	Kent	Paula Painter
	Lake Forest Park	Lindsey Vaughn (absent)
YES	Renton	Kari Roller
YES	Seattle	Joseph Cunha for Jamie Carnell
YES	Tacoma	Andy Cherullo

D. Resolution FL2024-10 Meeting Schedule 2025

a. Scott Hitchcock reviewed the resolution.

vii. Motion to accept: Andy Cherullo
viii. Motion seconded: Joseph Cunha
ix. Majority vote passed

dVOTE FL2024-10	City	Member
YES	Auburn	Natalia Smagina for Jamie Thomas)
YES	Bellevue	Troy Lucas for Michael Chandler
YES	Des Moines	Jackson Sweigart for Jeff Friend
YES	Everett	Heide Brillanes
YES	Kent	Paula Painter
	Lake Forest Park	Lindsey Vaughn (absent)
YES	Renton	Kari Roller
YES	Seattle	Joseph Cunha for Jamie Carnell
YES	Tacoma	Andy Cherullo

6. DISCUSSION ITEMS:

A. Operational Performance Report (OPR)

Scott Hitchcock reviewed the October Operational Performance Report. There were no questions or comments.

B. Vendor Warrant List

Scott Hitchcock reviewed the 3rd Quarter Vendor Warrant List. There were no questions or comments.

7. ADJOURNMENT

On a motion made by Andy Cherullo and seconded by Joseph Cunha, the Executive Board meeting adjourned at 11:29 a.m.

Respectfully submitted,

Julie Panick
Secretary, FileLocal

FileLocal

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

FileLocal
Financial Statements
February 28, 2025

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FileLocal
Statements of Financial Position
February 28, 2025

	Current	Prior	Change
ASSETS			
Wells Fargo checking	$ 623,837	$ 1,459,317	$ (835,480)
Short term investments	2,403,982	1,397,230	1,006,752
Accounts receivable	9,952	38,064	(28,112)
Due from other governments	20,368	234,870	(214,502)
Prepaid	-	-	-
Total current assets	3,058,139	3,129,481	(71,342)
TOTAL ASSETS	**3,058,139**	**3,129,481**	**(71,342)**
LIABILITIES AND NET ASSETS			
LIABILITIES			
Accounts payable	102,152	24,068	78,084
Accrued expenses	265,420	303,180	(37,760)
Credit card payable	-	-	-
Total current liabilities	367,572	327,248	40,324
TOTAL LIABILITIES	**367,572**	**327,248**	**40,324**
NET ASSETS			
Capital reserve	250,000	250,000	-
Fund carryover reserve	1,248,161	1,359,827	(111,666)
Operating reserve	491,080	491,080	-
Platform replacement reserve	701,326	701,326	-
TOTAL NET ASSETS	**2,690,567**	**2,802,233**	**(111,666)**
TOTAL LIABILITIES AND NET ASSETS	**$3,058,139**	**$3,129,481**	**$ (71,342)**
	-	-	-

These financial statements have not been subjected to an audit or review or compilation engagement and no assurance is provided on them. Substantially all disclosures required by accounting principles generally accepted in the United States are not included.

FileLocal
Statements of Activities
February 28, 2025

	Sch	Current	Prior 1	Prior 2
REVENUES				
User fees		$ 29,187	$ 191,352	$ 95,848
Total revenues		**29,187**	**191,352**	**95,848**
OPERATING EXPENSES				
Contract labor	1	44,285	46,243	39,823
Contracts	2	5,816	10,586	6,026
Overhead	3	1,254	4,590	157
Technology costs	4	96,250	96,250	87,500
Total operating expenses		**147,605**	**157,669**	**133,506**
NET OPERATING SURPLUS/DEFICIT		**(118,418)**	**33,683**	**(37,658)**
OTHER REVENUE				
Investment income	5	6,752	5,262	6,142
Reimbursable costs	6	-	1,198,322	-
Total Other Revenue		**6,752**	**1,203,584**	**6,142**
OTHER EXPENDITURES				
Capital cost recovery	7	-	-	-
Net reserve adjustment	8	(111,666)	1,237,267	(31,516)
Total Other Expenditures		**(111,666)**	**1,237,267**	**(31,516)**
CHANGE IN NET ASSETS		**$ -**	**$ -**	**$ -**

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FileLocal
Statement of Budget and Actual
February 28, 2025

	Sch	Budget 2025	YTD Budget	YTD Actual	Variance
REVENUES					
User fees		$ 791,799	$ 232,942	$ 220,541	$ (12,401)
Total revenues		**791,799**	**232,942**	**220,541**	**(12,401)**
OPERATING EXPENSES					
Contract labor	1	536,920	89,486	90,529	(1,043)
Contracts	2	85,700	16,283	16,403	(120)
Overhead	3	71,700	15,850	5,844	10,006
Technology costs	4	1,520,000	195,000	192,500	2,500
Total operating expenses		**2,214,320**	**316,619**	**305,276**	**11,343**
NET OPERATING SURPLUS/DEFICIT		**(1,422,521)**	**(83,677)**	**(84,735)**	**(1,058)**
OTHER REVENUE					
Investment income	5	-	-	12,014	12,014
Reimbursable costs	6	1,198,322	1,198,322	1,198,322	-
Total Other Revenue		**1,198,322**	**1,198,322**	**1,210,336**	**12,014**
OTHER EXPENDITURES					
Capital cost recovery	7	-	-	-	-
Net reserve adjustment	8	(224,199)	1,114,645	1,125,601	(10,956)
Total Other Expenditures		**(224,199)**	**1,114,645**	**1,125,601**	**(10,956)**
CHANGE IN NET ASSETS		**$ -**	**$ -**	**$ -**	**$ -**

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FileLocal
Statement of Budget and Actual - Supporting Schedule
February 28, 2025

SCHEDULES	Budget	YTD Budget	YTD Actual	Variance
Contract labor - other	$ 228,800	$ 38,133	$ 39,633	$ (1,500)
Contract labor - Seattle	308,120	51,353	50,896	457
1. Contract labor	**536,920**	**89,486**	**90,529**	**(1,043)**
Accounting fees	65,000	10,833	11,233	(400)
Bank fees	400	150	1	149
Insurance	5,300	5,300	5,169	131
State Auditor fees	15,000	-	-	-
2. Contracts	**85,700**	**16,283**	**16,403**	**(120)**
Agency IT costs	4,000	4,000	3,753	247
Legal fees	63,000	10,500	1,254	9,246
License and membership fees	1,000	300	300	-
Meals and entertainment	1,000	167	-	167
Office and operating supplies	1,000	600	537	63
Travel expense	1,700	283	-	283
3. Overhead	**71,700**	**15,850**	**5,844**	**10,006**
Platform replacement	250,000	-	-	-
Project management	100,000	-	-	-
SAAS fees	1,155,000	192,500	192,500	-
Software development	-	-	-	-
Software development recovery	-	-	-	-
Web security	15,000	2,500	-	2,500
4. Technology costs	**1,520,000**	**195,000**	**192,500**	**2,500**
Interest income	-	-	12,089	12,089
Investment expense	-	-	(75)	(75)
5. Investment income	**-**	**-**	**12,014**	**12,014**
Reimbursable costs - Auburn	10,124	10,124	10,124	-
Reimbursable costs - Bellevue	149,637	149,637	149,637	-
Reimbursable costs - Des Moines	20,142	20,142	20,142	-
Reimbursable costs - Everett	93,546	93,546	93,546	-
Reimbursable costs - Kent	11,516	11,516	11,516	-
Reimbursable costs - Lake Forest Park	16,848	16,848	16,848	-
Reimbursable costs - Poulsbo	5,230	5,230	5,230	-
Reimbursable costs - Renton	69,003	69,003	69,003	-
Reimbursable costs - Seattle	620,935	620,935	620,935	-
Reimbursable costs - Shoreline	21,304	21,304	21,304	-
Reimbursable costs - Tacoma	180,037	180,037	180,037	-
6. Reimbursable costs	**1,198,322**	**1,198,322**	**1,198,322**	**-**
Capital cost collected	(28,000)	(28,000)	(28,000)	-
Capital cost paid	28,000	28,000	28,000	-
7. Capital cost recovery	**-**	**-**	**-**	**-**
Capital reserve adjustment	-	(6,523)	-	(6,523)
Fund carryover adjustment	(173,454)	921,913	926,346	(4,433)
Operating reserve adjustment	199,255	199,255	199,255	-
Platform replacement adjustment	(250,000)	-	-	-
8. Net reserve adjustment	**$ (224,199)**	**$ 1,114,645**	**$ 1,125,601**	**$ (10,956)**

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FileLocal
Statement of Cash Flow
February 28, 2025

OPERATING ACTIVITIES	
Change in Net Assets	(111,666)
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable	28,112
Due from other governments	214,503
Accounts Payable	78,083
Accrued Expenses	(37,760)
Credit card payable	-
Net cash provided by operating activities	**171,272**
Net cash increase for period	171,272
Cash at beginning of period	2,856,547
Cash at end of period	**3,027,819**

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FileLocal
Financial Statements
January 31, 2025

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FileLocal
Statements of Financial Position
January 31, 2025

	Current	Prior	Change
ASSETS			
Wells Fargo checking	$ 1,459,317	$ 357,948	$ 1,101,369
Short term investments	1,397,230	1,391,969	5,261
Accounts receivable	38,064	20,016	18,048
Due from other governments	234,870	66,011	168,859
Prepaid	-	-	-
Total current assets	3,129,481	1,835,944	1,293,537
TOTAL ASSETS	**3,129,481**	**1,835,944**	**1,293,537**
LIABILITIES AND NET ASSETS			
LIABILITIES			
Accounts payable	24,069	125,928	(101,859)
Accrued expenses	303,180	145,050	158,130
Credit card payable	-	-	-
Total current liabilities	327,249	270,978	56,271
TOTAL LIABILITIES	**327,249**	**270,978**	**56,271**
NET ASSETS			
Capital reserve	250,000	250,000	-
Fund carryover reserve	1,359,826	321,815	1,038,011
Operating reserve	491,080	291,825	199,255
Platform replacement reserve	701,326	701,326	-
TOTAL NET ASSETS	**2,802,232**	**1,564,966**	**1,237,266**
TOTAL LIABILITIES AND NET ASSETS	**$3,129,481**	**$1,835,944**	**$1,293,537**
	-	-	-

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FileLocal
Statements of Activities
January 31, 2025

	Sch	Current	Prior 1	Prior 2
REVENUES				
User fees		$ 191,352	$ 95,848	$ 49,085
Total revenues		**191,352**	**95,848**	**49,085**
OPERATING EXPENSES				
Contract labor	1	46,243	39,823	70,689
Contracts	2	10,586	6,026	4,500
Overhead	3	4,590	157	4,250
Technology costs	4	96,250	87,500	90,827
Total operating expenses		**157,669**	**133,506**	**170,266**
NET OPERATING SURPLUS/DEFICIT		**33,683**	**(37,658)**	**(121,181)**
OTHER REVENUE				
Investment income	5	5,262	6,142	6,114
Reimbursable costs	6	1,198,322	-	-
Total Other Revenue		**1,203,584**	**6,142**	**6,114**
OTHER EXPENDITURES				
Capital cost recovery	7	-	-	-
Net reserve adjustment	8	1,237,267	(31,516)	(115,068)
Total Other Expenditures		**1,237,267**	**(31,516)**	**(115,068)**
CHANGE IN NET ASSETS		**$ -**	**$ -**	**$ 1**

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FileLocal
Statement of Budget and Actual
January 31, 2025

	Sch	Budget 2025	YTD Budget	YTD Actual	Variance
REVENUES					
User fees		$ 791,799	$ 196,399	$ 191,354	$ (5,045)
Total revenues		**791,799**	**196,399**	**191,354**	**(5,045)**
OPERATING EXPENSES					
Contract labor	1	536,920	44,744	46,243	(1,499)
Contracts	2	85,700	10,842	10,587	255
Overhead	3	71,700	10,312	4,590	5,722
Technology costs	4	1,520,000	97,500	96,250	1,250
Total operating expenses		**2,214,320**	**163,398**	**157,670**	**5,728**
NET OPERATING SURPLUS/DEFICIT		**(1,422,521)**	**33,001**	**33,684**	**683**
OTHER REVENUE					
Investment income	5	-	-	5,261	5,261
Reimbursable costs	6	1,193,092	1,193,092	1,193,092	-
Total Other Revenue		**1,193,092**	**1,193,092**	**1,198,353**	**5,261**
OTHER EXPENDITURES					
Capital cost recovery	7	-	-	-	-
Net reserve adjustment	8	(50,745)	199,255	199,255	-
Total Other Expenditures		**(50,745)**	**199,255**	**199,255**	**-**
CHANGE IN NET ASSETS		**$ (178,684)**	**$ 1,026,838**	**$ 1,032,782**	**$ 5,944**

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FileLocal
Statement of Budget and Actual - Supporting Schedule
January 31, 2025

SCHEDULES	Budget	YTD Budget	YTD Actual	Variance
Contract labor - other	$ 228,800	$ 19,067	$ 20,566	$ (1,499)
Contract labor - Seattle	308,120	25,677	25,677	-
1. Contract labor	**536,920**	**44,744**	**46,243**	**(1,499)**
Accounting fees	65,000	5,417	5,417	-
Bank fees	400	125	1	124
Insurance	5,300	5,300	5,169	131
State Auditor fees	15,000	-	-	-
2. Contracts	**85,700**	**10,842**	**10,587**	**255**
Agency IT costs	4,000	4,000	3,753	247
Legal fees	63,000	5,250	-	5,250
License and membership fees	1,000	300	300	-
Meals and entertainment	1,000	83	-	83
Office and operating supplies	1,000	537	537	-
Travel expense	1,700	142	-	142
3. Overhead	**71,700**	**10,312**	**4,590**	**5,722**
Platform replacement	250,000	-	-	-
Project management	100,000	-	-	-
SAAS fees	1,155,000	96,250	96,250	-
Software development	-	-	-	-
Software development recovery	-	-	-	-
Web security	15,000	1,250	-	1,250
4. Technology costs	**1,520,000**	**97,500**	**96,250**	**1,250**
Interest income	-	-	5,268	5,268
Investment expense	-	-	(7)	(7)
5. Investment income	**-**	**-**	**5,261**	**5,261**
Reimbursable costs - Auburn	10,124	10,124	10,124	-
Reimbursable costs - Bellevue	149,637	149,637	149,637	-
Reimbursable costs - Des Moines	20,142	20,142	20,142	-
Reimbursable costs - Everett	93,546	93,546	93,546	-
Reimbursable costs - Kent	11,516	11,516	11,516	-
Reimbursable costs - Lake Forest Park	16,848	16,848	16,848	-
Reimbursable costs - Renton	69,003	69,003	69,003	-
Reimbursable costs - Seattle	620,935	620,935	620,935	-
Reimbursable costs - Shoreline	21,304	21,304	21,304	-
Reimbursable costs - Tacoma	180,037	180,037	180,037	-
6. Reimbursable costs	**1,193,092**	**1,193,092**	**1,193,092**	**-**
Capital cost collected	(28,000)	(28,000)	(28,000)	-
Capital cost paid	28,000	28,000	28,000	-
7. Capital cost recovery	**-**	**-**	**-**	**-**
Capital reserve adjustment	-	-	-	-
Fund carryover reserve adjustment	-	-	-	-
Operating reserve adjustment	199,255	199,255	199,255	-
Platform replacement adjustment	(250,000)	-	-	-
8. Net reserve adjustment	**$ (50,745)**	**$ 199,255**	**$ 199,255**	**$ -**

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FileLocal
Statement of Cash Flow
January 31, 2025

OPERATING ACTIVITIES	
Change in Net Assets	1,038,012
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable	(18,048)
Due from other governments	(168,860)
Accounts Payable	(101,858)
Accrued Expenses	158,130
Credit card payable	-
Net cash provided by operating activities	**907,376**
Net cash increase for period	1,106,631
Cash at beginning of period	1,749,916
Cash at end of period	**2,856,547**

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FileLocal
Financial Statements
December 31, 2024

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FileLocal
Statements of Financial Position
December 31, 2024

	Current	Prior	Change
ASSETS			
Wells Fargo checking	$ 357,948	$ 361,877	$ (3,929)
Short term investments	1,391,969	1,577,599	(185,630)
Accounts receivable	20,016	7,524	12,492
Due from other governments	27,526	32,008	(4,482)
Prepaid	-	-	-
Total current assets	1,797,459	1,979,008	(181,549)
TOTAL ASSETS	**1,797,459**	**1,979,008**	**(181,549)**
LIABILITIES AND NET ASSETS			
LIABILITIES			
Accounts payable	125,929	272,800	(146,871)
Accrued expenses	145,050	109,727	35,323
Credit card payable	-	-	-
Total current liabilities	270,979	382,527	(111,548)
TOTAL LIABILITIES	**270,979**	**382,527**	**(111,548)**
NET ASSETS			
Capital reserve	250,000	250,000	-
Fund carryover reserve	283,329	353,330	(70,001)
Operating reserve	291,825	291,825	-
Platform replacement reserve	701,326	701,326	-
TOTAL NET ASSETS	**1,526,480**	**1,596,481**	**(70,001)**
TOTAL LIABILITIES AND NET ASSETS	**$1,797,459**	**$1,979,008**	**$ (181,549)**
	-	-	-

These financial statements have not been subjected to an audit or review or compilation engagement and no assurance is provided on them. Substantially all disclosures required by accounting principles generally accepted in the United States are not included.

FileLocal
Statements of Activities
December 31, 2024

	Sch	Current	Prior 1	Prior 2
REVENUES				
User fees		$ 95,848	$ 49,084	$ 127,497
Total revenues		**95,848**	**49,084**	**127,497**
OPERATING EXPENSES				
Contract labor	1	39,823	70,689	43,783
Contracts	2	6,026	4,500	6,869
Overhead	3	157	4,250	4,176
Technology costs	4	125,985	90,827	84,000
Total operating expenses		**171,991**	**170,266**	**138,828**
NET OPERATING SURPLUS/DEFICIT		**(76,143)**	**(121,182)**	**(11,331)**
OTHER REVENUE				
Investment income	5	6,142	6,114	6,669
Reimbursable costs	6	-	-	-
Total Other Revenue		**6,142**	**6,114**	**6,669**
OTHER EXPENDITURES				
Capital cost recovery	7	-	-	-
Net reserve adjustment	8	(70,001)	(115,068)	(4,662)
Total Other Expenditures		**(70,001)**	**(115,068)**	**(4,662)**
CHANGE IN NET ASSETS		**$ -**	**$ -**	**$ -**

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FileLocal
Statement of Budget and Actual
December 31, 2024

	Sch	Budget 2024	YTD Budget	YTD Actual	Variance
REVENUES					
User fees		$ 791,749	$ 791,749	$ 780,266	$ (11,483)
Total revenues		**791,749**	**791,749**	**780,266**	**(11,483)**
OPERATING EXPENSES					
Contract labor	1	484,120	484,120	529,181	(45,061)
Contracts	2	70,659	70,659	69,771	888
Overhead	3	41,023	41,023	54,003	(12,980)
Technology costs	4	1,349,584	1,349,584	1,225,751	123,833
Total operating expenses		**1,945,386**	**1,945,386**	**1,878,706**	**66,680**
NET OPERATING SURPLUS/DEFICIT		**(1,153,637)**	**(1,153,637)**	**(1,098,440)**	**55,197**
OTHER REVENUE					
Investment income	5	(112)	(112)	97,706	97,818
Reimbursable costs	6	812,793	812,793	812,793	-
Total Other Revenue		**812,681**	**812,681**	**910,499**	**97,818**
OTHER EXPENDITURES					
Capital cost recovery	7	-	-	-	-
Net reserve adjustment	8	(340,956)	(340,956)	(187,941)	(153,015)
Total Other Expenditures		**(340,956)**	**(340,956)**	**(187,941)**	**(153,015)**
CHANGE IN NET ASSETS		**$ -**	**$ -**	**$ -**	**$ -**

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FileLocal
Statement of Budget and Actual - Supporting Schedule
December 31, 2024

SCHEDULES	Budget	YTD Budget	YTD Actual	Variance
Contract labor - other	$ 201,600	$ 201,600	$ 211,500	$ (9,900)
Contract labor - Seattle	282,520	282,520	317,681	(35,161)
1. Contract labor	**484,120**	**484,120**	**529,181**	**(45,061)**
Accounting fees	65,000	65,000	64,613	387
Bank fees	364	364	(11)	375
Insurance	5,295	5,295	5,169	126
State Auditor fees	-	-	-	-
2. Contracts	**70,659**	**70,659**	**69,771**	**888**
Agency IT costs	12,802	12,802	3,589	9,213
Legal fees	22,802	22,802	48,089	(25,287)
License and membership fees	1,761	1,761	637	1,124
Meals and entertainment	1,332	1,332	352	980
Office and operating supplies	620	620	1,336	(716)
Travel expense	1,706	1,706	-	1,706
3. Overhead	**41,023**	**41,023**	**54,003**	**(12,980)**
Platform replacement	100,000	100,000	96,000	4,000
Project management	85,000	85,000	-	85,000
SAAS fees	1,050,000	1,050,000	1,046,500	3,500
Software development	100,000	100,000	83,251	16,749
Software development recovery	-	-	-	-
Web security	14,584	14,584	-	14,584
4. Technology costs	**1,349,584**	**1,349,584**	**1,225,751**	**123,833**
Interest income	-	-	97,806	97,806
Investment expense	(112)	(112)	(100)	12
5. Investment income	**(112)**	**(112)**	**97,706**	**97,818**
Reimbursable costs - Auburn	10,978	10,978	10,978	-
Reimbursable costs - Bellevue	74,716	74,716	74,716	-
Reimbursable costs - Des Moines	7,192	7,192	7,192	-
Reimbursable costs - Everett	34,769	34,769	34,769	-
Reimbursable costs - Kent	10,234	10,234	10,234	-
Reimbursable costs - Lake Forest Park	6,134	6,134	6,134	-
Reimbursable costs - Renton	25,640	25,640	25,640	-
Reimbursable costs - Seattle	513,272	513,272	513,272	-
Reimbursable costs - Shoreline	9,064	9,064	9,064	-
Reimbursable costs - Tacoma	120,794	120,794	120,794	-
6. Reimbursable costs	**812,793**	**812,793**	**812,793**	**-**
Capital cost collected	(27,000)	(27,000)	(29,000)	2,000
Capital cost paid	27,000	27,000	29,000	(2,000)
7. Capital cost recovery	**-**	**-**	**-**	**-**
Capital reserve adjustment	(35,726)	(35,726)	(35,726)	-
Fund carryover reserve adjustment	(265,684)	(265,684)	(116,669)	(149,015)
Operating reserve adjustment	60,454	60,454	60,454	-
Platform replacement adjustment	(100,000)	(100,000)	(96,000)	(4,000)
8. Net reserve adjustment	**$ (340,956)**	**$ (340,956)**	**$ (187,941)**	**$ (153,015)**

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FileLocal
Statement of Cash Flow
December 31, 2024

OPERATING ACTIVITIES	
Change in Net Assets	(70,001)
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable	(12,492)
Due from other governments	4,483
Accounts Payable	(146,872)
Accrued Expenses	35,323
Credit card payable	-
Net cash provided by operating activities	**(189,559)**
Net cash increase for period	(189,559)
Cash at beginning of period	1,939,476
Cash at end of period	**1,749,917**

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FileLocal

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

FileLocal
Financial Statements
November 30, 2024

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FileLocal
Statements of Financial Position
November 30, 2024

	Current	Prior	Change
ASSETS			
Wells Fargo checking	$ 361,877	$ 221,068	$ 140,809
Short term investments	1,577,599	1,598,321	(20,722)
Accounts receivable	7,524	26,152	(18,628)
Due from other governments	32,008	103,181	(71,173)
Prepaid	-	-	-
Total current assets	1,979,008	1,948,722	30,286
TOTAL ASSETS	**1,979,008**	**1,948,722**	**30,286**
LIABILITIES AND NET ASSETS			
LIABILITIES			
Accounts payable	275,000	104,240	170,760
Accrued expenses	109,727	132,933	(23,206)
Credit card payable	-	-	-
Total current liabilities	384,727	237,173	147,554
TOTAL LIABILITIES	**384,727**	**237,173**	**147,554**
NET ASSETS			
Capital reserve	250,000	250,000	-
Fund carryover reserve	351,130	468,398	(117,268)
Operating reserve	291,825	291,825	-
Platform replacement reserve	701,326	701,326	-
TOTAL NET ASSETS	**1,594,281**	**1,711,549**	**(117,268)**
TOTAL LIABILITIES AND NET ASSETS	**$1,979,008**	**$1,948,722**	**$ 30,286**
	-	-	-

These financial statements have not been subjected to an audit or review or compilation engagement and no assurance is provided on them. Substantially all disclosures required by accounting principles generally accepted in the United States are not included.

FileLocal
Statements of Activities
November 30, 2024

	Sch	Current	Prior 1	Prior 2
REVENUES				
User fees		$ 49,084	$ 127,497	$ 12,280
Total revenues		**49,084**	**127,497**	**12,280**
OPERATING EXPENSES				
Contract labor	1	72,889	43,783	39,933
Contracts	2	4,500	6,869	7,827
Overhead	3	4,250	4,176	9,802
Technology costs	4	90,827	84,000	94,155
Total operating expenses		**172,466**	**138,828**	**151,717**
NET OPERATING SURPLUS/DEFICIT		**(123,382)**	**(11,331)**	**(139,437)**
OTHER REVENUE				
Investment income	5	6,114	6,669	7,400
Reimbursable costs	6	-	-	-
Total Other Revenue		**6,114**	**6,669**	**7,400**
OTHER EXPENDITURES				
Capital cost recovery	7	-	-	-
Net reserve adjustment	8	(117,268)	(4,662)	(132,037)
Total Other Expenditures		**(117,268)**	**(4,662)**	**(132,037)**
CHANGE IN NET ASSETS		**$ -**	**$ -**	**$ -**

These financial statements have not been subjected to an audit or review or compilation engagement and no assurance is provided on them. Substantially all disclosures required by accounting principles generally accepted in the United States are not included.

FileLocal
Statement of Budget and Actual
November 30, 2024

	Sch	Budget 2024	YTD Budget	YTD Actual	Variance
REVENUES					
User fees		$ 791,749	$ 709,351	$ 684,418	$ (24,933)
Total revenues		**791,749**	**709,351**	**684,418**	**(24,933)**
OPERATING EXPENSES					
Contract labor	1	484,120	443,777	491,558	(47,781)
Contracts	2	70,659	66,159	63,745	2,414
Overhead	3	41,023	38,596	53,846	(15,250)
Technology costs	4	1,349,584	1,245,453	1,099,766	145,687
Total operating expenses		**1,945,386**	**1,793,985**	**1,708,915**	**85,070**
NET OPERATING SURPLUS/DEFICIT		**(1,153,637)**	**(1,084,634)**	**(1,024,497)**	**60,137**
OTHER REVENUE					
Investment income	5	(112)	(103)	91,564	91,667
Reimbursable costs	6	812,793	812,793	812,793	-
Total Other Revenue		**812,681**	**812,690**	**904,357**	**91,667**
OTHER EXPENDITURES					
Capital cost recovery	7	-	-	-	-
Net reserve adjustment	8	(340,956)	(271,944)	(120,140)	(151,804)
Total Other Expenditures		**(340,956)**	**(271,944)**	**(120,140)**	**(151,804)**
CHANGE IN NET ASSETS		**$ -**	**$ -**	**$ -**	**$ -**

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FileLocal
Statement of Budget and Actual - Supporting Schedule
November 30, 2024

SCHEDULES	Budget	YTD Budget	YTD Actual	Variance
Contract labor - other	$ 201,600	$ 184,800	$ 197,420	$ (12,620)
Contract labor - Seattle	282,520	258,977	294,138	(35,161)
1. Contract labor	**484,120**	**443,777**	**491,558**	**(47,781)**
Accounting fees	65,000	60,500	58,587	1,913
Bank fees	364	364	(11)	375
Insurance	5,295	5,295	5,169	126
State Auditor fees	-	-	-	-
2. Contracts	**70,659**	**66,159**	**63,745**	**2,414**
Agency IT costs	12,802	12,802	3,589	9,213
Legal fees	22,802	20,902	48,089	(27,187)
License and membership fees	1,761	1,761	637	1,124
Meals and entertainment	1,332	999	352	647
Office and operating supplies	620	568	1,179	(611)
Travel expense	1,706	1,564	-	1,564
3. Overhead	**41,023**	**38,596**	**53,846**	**(15,250)**
Platform replacement	100,000	100,000	96,000	4,000
Project management	85,000	77,917	-	77,917
SAAS fees	1,050,000	962,500	959,000	3,500
Software development	100,000	91,667	44,766	46,901
Software development recovery	-	-	-	-
Web security	14,584	13,369	-	13,369
4. Technology costs	**1,349,584**	**1,245,453**	**1,099,766**	**145,687**
Interest income	-	-	91,657	91,657
Investment expense	(112)	(103)	(93)	10
5. Investment income	**(112)**	**(103)**	**91,564**	**91,667**
Reimbursable costs - Auburn	10,978	10,978	10,978	-
Reimbursable costs - Bellevue	74,716	74,716	74,716	-
Reimbursable costs - Des Moines	7,192	7,192	7,192	-
Reimbursable costs - Everett	34,769	34,769	34,769	-
Reimbursable costs - Kent	10,234	10,234	10,234	-
Reimbursable costs - Lake Forest Park	6,134	6,134	6,134	-
Reimbursable costs - Renton	25,640	25,640	25,640	-
Reimbursable costs - Seattle	513,272	513,272	513,272	-
Reimbursable costs - Shoreline	9,064	9,064	9,064	-
Reimbursable costs - Tacoma	120,794	120,794	120,794	-
6. Reimbursable costs	**812,793**	**812,793**	**812,793**	**-**
Capital cost collected	(27,000)	(27,000)	(29,000)	2,000
Capital cost paid	27,000	27,000	29,000	(2,000)
7. Capital cost recovery	**-**	**-**	**-**	**-**
Capital reserve adjustment	(35,726)	-	(35,726)	35,726
Fund carryover reserve adjustment	(265,684)	(232,398)	(48,868)	(183,530)
Operating reserve adjustment	60,454	60,454	60,454	-
Platform replacement adjustment	(100,000)	(100,000)	(96,000)	(4,000)
8. Net reserve adjustment	**$ (340,956)**	**$ (271,944)**	**$ (120,140)**	**$ (151,804)**

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FileLocal
Statement of Cash Flow
November 30, 2024

OPERATING ACTIVITIES	
Change in Net Assets	(117,268)
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable	18,628
Due from other governments	71,173
Accounts Payable	170,760
Accrued Expenses	(23,207)
Credit card payable	-
Net cash provided by operating activities	**120,086**
Net cash increase for period	120,086
Cash at beginning of period	1,819,390
Cash at end of period	**1,939,476**

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Draft Budget 2026-2030

March 20, 2025

Washington Cities Business License and Tax Portal Agency
Summary of Budget 03-13-25
Draft Budget 2026 - 2030

Budget		2021 (A)	2022 (A)	2023 (A)	2024 (A)	2025 (P)	2026 (B)	2027 (B)	2028 (B)	2029 (B)	2030 (B)	YOY Change 2024 (A) vs 2025 (P)	YOY Change 2025 (P) vs 2026 (B)
User Fees	1	616,180	637,552	767,588	780,264	769,000	780,500	790,300	794,300	798,200	802,200	(11,264)	11,500
Revenue		**616,180**	**637,552**	**767,588**	**780,264**	**769,000**	**780,500**	**790,300**	**794,300**	**798,200**	**802,200**	**(11,264)**	**11,500**
Contract Labor	2	(398,016)	(415,137)	(532,687)	(529,181)	(537,961)	(564,045)	(561,320)	(574,020)	(587,020)	(600,220)	(8,780)	(26,084)
Contracts	3	(54,536)	(77,159)	(73,367)	(69,770)	(85,819)	(72,400)	(74,200)	(91,400)	(77,900)	(79,800)	(16,049)	13,419
Overhead	4	(7,800)	(26,096)	(26,654)	(54,002)	(65,717)	(32,375)	(33,100)	(33,800)	(34,500)	(35,200)	(11,714)	33,342
Technology Costs	5	(299,682)	(339,233)	(588,509)	(1,187,266)	(1,520,000)	(1,638,400)	(1,719,776)	(1,661,205)	(1,818,036)	(1,990,339)	(332,734)	(118,400)
Transaction Fees	6	(296,810)	(322,697)	(246,983)	-	-	-	-	-	-	-	-	-
Operating Costs		**(1,056,843)**	**(1,180,322)**	**(1,468,199)**	**(1,840,220)**	**(2,209,497)**	**(2,307,220)**	**(2,388,396)**	**(2,360,425)**	**(2,517,455)**	**(2,705,559)**	**(369,277)**	**(97,723)**
Operating Deficit		**(440,663)**	**(542,770)**	**(700,611)**	**(1,059,956)**	**(1,440,497)**	**(1,526,720)**	**(1,598,096)**	**(1,566,125)**	**(1,719,255)**	**(1,903,359)**	**(380,541)**	**(86,223)**
Capital Cost Recovery	7	-	-	-	-	-	-	-	-	-	-	-	-
Reserves	8	(415,209)	(265,684)	(165,833)	149,457	230,162	375,137	162,899	(163,339)	(159,258)	(167,026)	80,705	144,975
Investment income	9	979	26,610	88,269	97,706	12,013	-	-	-	-	-	(85,693)	(12,013)
Cost Reimbursement	10	854,893	781,844	778,175	812,793	1,198,322	1,151,583	1,435,197	1,729,464	1,878,513	2,070,385	385,529	(46,739)
Surplus/ (Deficit)		-	-	-	-	-	-	-	-	-	-	-	-

Washington Cities Business License and Tax Portal Agency
Notes and key assumptions
Draft Budget 2026 - 2030

Revenue

User Fees	1	User Fees are fees charged to the business user for each city-specific transaction net of zero-dollar returns. The allocation methodology is based on projected transaction amounts.

Operating Costs

Contract Labor	2	Labor is broken into two primary categories. Agency employees are budgeted based on the City of Seattle estimates and Incremental Labor is based on new city additions with the calculation determined in the Interlocal Agreement.
Contracts	3	Contracts are comprised of Outside Accounting, State Auditor, Insurance, and Bank Fees.
Overhead	4	Overhead comprise of Legal, City of Seattle Technology Fees, Office and Operating Supplies, Licensing and Membership and Travel.
Technology Costs	5	Technology Costs comprise of Software as a Services (SAAS), Software Development, Platform Replacement, Web Security and Project Management.
Transaction Fees	6	Transaction fees historically represented the per transaction fee charged by the Platform software provider. Under the new agreement these costs have been converted into a fixed SAAS fee included in Technology costs above.

Operating Deficit		The amount by which the User Fees are less than the amount necessary to pay all Operating Expenses.
Capital Cost Recovery	7	Capital Cost Recovery Charge is an annual fee charged to all participating cities other than Seattle, for the purposes of reimbursing Seattle for a portion of the funding provided to pay for the start-up of the Portal Agency, See Section 13.j in the Interlocal Agreement for further information. Funds are collected on and paid to Seattle on their behalf.
Reserves	8	Operating Reserve is an unrestricted fund balance set aside to provide a cushion against unexpected events. The current operating reserve is 15% of total operating expenditures.
Investment income	9	Income generated by bank deposits and interest-bearing assets.
Cost Reimbursement	10	An annual amount paid by participating cities to cover the operating deficit. From 2025 the charge is based on budgeted transitions.

Washington Cities Business License and Tax Portal Agency
Cost Reimbursement 03-13-25
Draft Budget 2026 - 2030

City	2021 (A)	2022 (A)	2023 (A)	2024 (A)	2025 (P)	2026 (B)	2027 (B)	2028 (B)	2029 (B)	2030 (B)	YOY Change 2024 (A) vs 2025 (P)	YOY Change 2025 (P) vs 2026 (B)
Auburn	-	9,897	9,850	10,978	10,124	10,948	13,644	16,442	17,859	19,586	(854)	824
Bellevue	72,142	67,357	67,041	74,716	149,637	123,745	154,221	185,842	201,859	222,487	74,921	(25,892)
Bremerton	37,008	-	-	-	-	-	-	-	-	-	-	-
Des Moines	16,095	15,028	14,957	7,192	20,142	23,033	28,706	34,591	37,572	41,412	12,950	2,891
Everett	33,572	31,345	31,198	34,769	93,546	92,154	114,850	138,398	150,326	165,688	58,777	(1,392)
Kent	8,594	16,335	16,258	10,234	11,516	19,264	24,008	28,931	31,424	34,635	1,282	7,748
Lake Forest Park	8,164	7,623	7,587	6,134	16,848	16,384	20,419	24,606	26,726	29,458	10,714	(464)
Poulsbo	-	-	-	-	5,230	5,391	6,719	8,096	8,794	9,693	5,230	161
Renton	35,946	33,562	33,405	25,640	69,003	74,970	93,434	112,592	122,295	134,793	43,363	5,967
Seattle	495,593	462,720	460,549	513,272	620,935	582,476	725,930	874,771	950,161	1,047,260	107,663	(38,459)
Shoreline	13,651	12,745	12,686	9,064	21,304	26,330	32,815	39,543	42,951	47,341	12,240	5,026
Snoqualmie	17,495	16,335	16,258	-	-	-	-	-	-	-	-	-
Tacoma	116,633	108,897	108,386	120,794	180,037	176,887	220,451	265,651	288,545	318,033	59,243	(3,150)
Total	**854,893**	**781,844**	**778,175**	**812,793**	**1,198,322**	**1,151,583**	**1,435,197**	**1,729,464**	**1,878,513**	**2,070,385**	**385,529**	**(46,739)**

Washington Cities Business License and Tax Portal Agency
Capital Cost 03-13-25
Draft Budget 2026 - 2030

City	2021 (A)	2022 (A)	2023 (A)	2024 (A)	2025 (P)	2026 (B)	2027 (B)	2028 (B)	2029 (B)	2030 (B)	YOY Change 2024 (A) vs 2025 (P)	YOY Change 2025 (P) vs 2026 (B)
Collected from Cities												
Auburn	-	-	500	2,500	1,000	1,000	1,000	1,000	1,000	1,000	(1,500)	-
Bellevue	4,000	4,000	4,000	4,000	6,000	4,000	4,000	4,000	4,000	4,000	2,000	(2,000)
Bremerton	2,000	500	-	-	-	-	-	-	-	-	-	-
Des Moines	500	1,000	1,000	1,000	2,000	2,000	2,000	2,000	2,000	2,000	1,000	-
Everett	1,000	2,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	-	-
Kent	-	500	1,000	1,000	1,000	2,000	2,000	2,000	2,000	2,000	-	1,000
Lake Forest Park	1,000	500	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	-
Poulsbo	-	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-
Renton	4,000	2,000	2,000	2,000	4,000	4,000	4,000	4,000	4,000	4,000	2,000	-
Seattle	-	-	-	-	-	-	-	-	-	-	-	-
Shoreline	2,000	500	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	-	-
Snoqualmie	500	1,000	1,000	1,000	-	-	-	-	-	-	(1,000)	-
Tacoma	6,000	4,000	4,000	4,000	6,000	6,000	6,000	6,000	6,000	6,000	2,000	-
Total Charged to Cities	**21,000**	**16,000**	**20,500**	**22,500**	**28,000**	**27,000**	**27,000**	**27,000**	**27,000**	**27,000**	**5,500**	**(1,000)**
Paid to Seattle												
Capital Recovery Paymen	(21,000)	(16,000)	(20,500)	(22,500)	(28,000)	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)	(5,500)	1,000
Total Capital Recovery	**(21,000)**	**(16,000)**	**(20,500)**	**(22,500)**	**(28,000)**	**(27,000)**	**(27,000)**	**(27,000)**	**(27,000)**	**(27,000)**	**(5,500)**	**1,000**
Capital cost Recovery	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

	Per InterLocal Agreement				
Transactions	**<1000**	**<4001**	**<14401**	**<31001**	**>31001**
Capital Cost	**$500**	**$1,000**	**$2,000**	**$4,000**	**$6,000**

Washington Cities Business License and Tax Portal Agency
Budget Versions 03-13-25
Draft 2026-2030 Budget (Mar 2025) v.s. Final 2025- 2029 Budget (December 2024)

		Draft 2026- 2030 Budget (Mar 2025)							Final 2025- 2029 Budget (December 2024)						Delta					
		Actual (A), Projection (P), Budget (B)							Actual (A), Projection (P), Budget (B)						Actual (A), Projection (P), Budget (B)					
Budget		**2024 (A)**	**2025 (P)**	**2026 (B)**	**2027 (B)**	**2028 (B)**	**2029 (B)**	**2030 (B)**	**2024 (P)**	**2025 (B)**	**2026 (B)**	**2027 (B)**	**2028 (B)**	**2029 (B)**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**
User Fees	1	780,264	769,000	780,500	790,300	794,300	798,200	802,200	776,803	791,800	803,700	813,800	817,800	821,900	3,461	(22,800)	(23,200)	(23,500)	(23,500)	(23,700)
Revenue		**780,264**	**769,000**	**780,500**	**790,300**	**794,300**	**798,200**	**802,200**	**776,803**	**791,800**	**803,700**	**813,800**	**817,800**	**821,900**	**3,461**	**(22,800)**	**(23,200)**	**(23,500)**	**(23,500)**	**(23,700)**
Contract Labor	2	(529,181)	(537,961)	(564,045)	(561,320)	(574,020)	(587,020)	(600,220)	(507,143)	(536,920)	(548,920)	(561,320)	(574,020)	(587,020)	(22,039)	(1,041)	(15,125)	-	-	-
Contracts	3	(69,770)	(85,819)	(72,400)	(74,200)	(91,400)	(77,900)	(79,800)	(68,244)	(85,700)	(72,400)	(74,200)	(76,000)	(77,900)	(1,526)	(119)	-	-	(15,400)	-
Overhead	4	(54,002)	(65,717)	(32,375)	(33,100)	(33,800)	(34,500)	(35,200)	(53,729)	(71,700)	(32,375)	(33,100)	(33,800)	(34,500)	(273)	5,983	-	-	-	-
Technology Costs	5	(1,187,266)	(1,520,000)	(1,638,400)	(1,719,776)	(1,661,205)	(1,818,036)	(1,990,339)	(1,187,438)	(1,520,000)	(1,638,400)	(1,715,776)	(1,661,205)	(1,818,036)	173	-	-	(4,000)	-	-
Transaction Fees	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operating Costs		**(1,840,220)**	**(2,209,497)**	**(2,307,220)**	**(2,388,396)**	**(2,360,425)**	**(2,517,455)**	**(2,705,559)**	**(1,816,554)**	**(2,214,320)**	**(2,292,095)**	**(2,384,396)**	**(2,345,025)**	**(2,517,455)**	**(23,666)**	**4,823**	**(15,125)**	**(4,000)**	**(15,400)**	**-**
Operating Deficit		**(1,059,956)**	**(1,440,497)**	**(1,526,720)**	**(1,598,096)**	**(1,566,125)**	**(1,719,255)**	**(1,903,359)**	**(1,039,751)**	**(1,422,520)**	**(1,488,395)**	**(1,570,596)**	**(1,527,225)**	**(1,695,555)**	**(20,205)**	**(17,977)**	**(38,325)**	**(27,500)**	**(38,900)**	**(23,700)**
Capital Cost Recover	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Reserves	8	149,457	230,162	375,137	162,899	(163,339)	(159,258)	(167,026)	130,027	224,197	132,663	161,083	(159,489)	(163,108)	19,430	5,965	242,473	1,816	(3,850)	3,850
Investment income	9	97,706	12,013	-	-	-	-	-	96,931	-	-	-	-	-	775	12,013	-	-	-	-
Cost Reimbursemen	10	812,793	1,198,322	1,151,583	1,435,197	1,729,464	1,878,513	2,070,385	812,793	1,198,322	1,355,732	1,409,514	1,686,714	1,858,663	-	-	########	25,683	42,750	19,850
Surplus/ (Deficit)		**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

Washington Cities Business License and Tax Portal Agency
Reimbursable Cost Versions 03-13-25
Draft 2026-2030 Budget (Mar 2025) v.s. Final 2025- 2029 Budget (December 2024)

	Draft 2026- 2030 Budget (Mar 2025)							Final 2025- 2029 Budget (December 2024)						Delta					
	Actual (A), Projection (P), Budget (B)							Actual (A), Projection (P), Budget (B)						Actual (A), Projection (P), Budget (B)					
City	**2024 (A)**	**2025 (P)**	**2026 (B)**	**2027 (B)**	**2028 (B)**	**2029 (B)**	**2030 (B)**	**2024 (P)**	**2025 (B)**	**2026 (B)**	**2027 (B)**	**2028 (B)**	**2029 (B)**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**
Auburn	10,978	10,124	10,948	13,644	16,442	17,859	19,586	10,978	10,124	11,454	11,908	14,250	15,626	-	-	(506)	1,736	2,192	2,233
Bellevue	74,716	149,637	123,745	154,221	185,842	201,859	222,487	74,716	149,637	169,293	176,009	210,624	232,105	-	-	(45,548)	(21,788)	(24,781)	(30,246)
Bremerton	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Des Moines	7,192	20,142	23,033	28,706	34,591	37,572	41,412	7,192	20,142	22,788	23,692	28,352	31,243	-	-	245	5,013	6,239	6,329
Everett	34,769	93,546	92,154	114,850	138,398	150,326	165,688	34,769	93,546	105,834	110,033	131,672	145,101	-	-	(13,680)	4,817	6,726	5,225
Kent	10,234	11,516	19,264	24,008	28,931	31,424	34,635	10,234	11,516	13,029	13,545	16,209	17,862	-	-	6,235	10,463	12,721	13,561
Lake Forest Park	6,134	16,848	16,384	20,419	24,606	26,726	29,458	6,134	16,848	19,061	19,817	23,714	26,133	-	-	(2,677)	602	892	594
Poulsbo	-	5,230	5,391	6,719	8,096	8,794	9,693	-	5,230	5,917	6,152	7,362	8,113	-	-	(526)	567	734	681
Renton	25,640	69,003	74,970	93,434	112,592	122,295	134,793	25,640	69,003	78,067	81,164	97,126	107,032	-	-	(3,097)	12,270	15,466	15,263
Seattle	513,272	620,935	582,476	725,930	874,771	950,161	1,047,260	513,272	620,935	702,500	730,368	874,005	963,144	-	-	(120,023)	(4,438)	766	(12,983)
Shoreline	9,064	21,304	26,330	32,815	39,543	42,951	47,341	9,064	21,304	24,102	25,058	29,986	33,045	-	-	2,228	7,757	9,557	9,907
Snoqualmie	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Tacoma	120,794	180,037	176,887	220,451	265,651	288,545	318,033	120,794	180,037	203,687	211,767	253,414	279,259	-	-	(26,800)	8,684	12,237	9,286
Total	**812,793**	**1,198,322**	**1,151,583**	**1,435,197**	**1,729,464**	**1,878,513**	**2,070,385**	**812,793**	**1,198,322**	**1,355,732**	**1,409,514**	**1,686,714**	**1,858,663**	**-**	**-**	**(204,148)**	**25,683**	**42,750**	**19,850**

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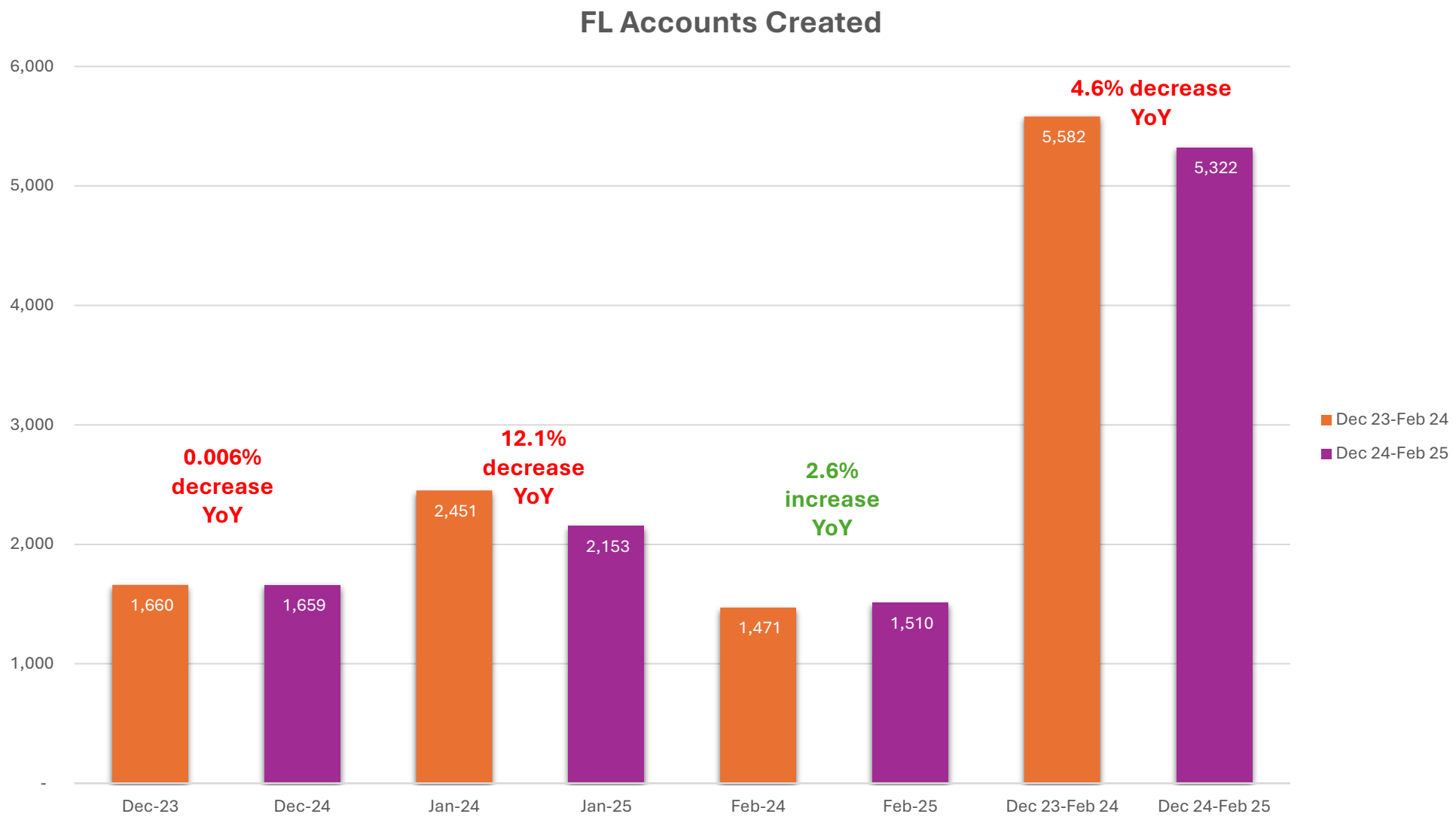
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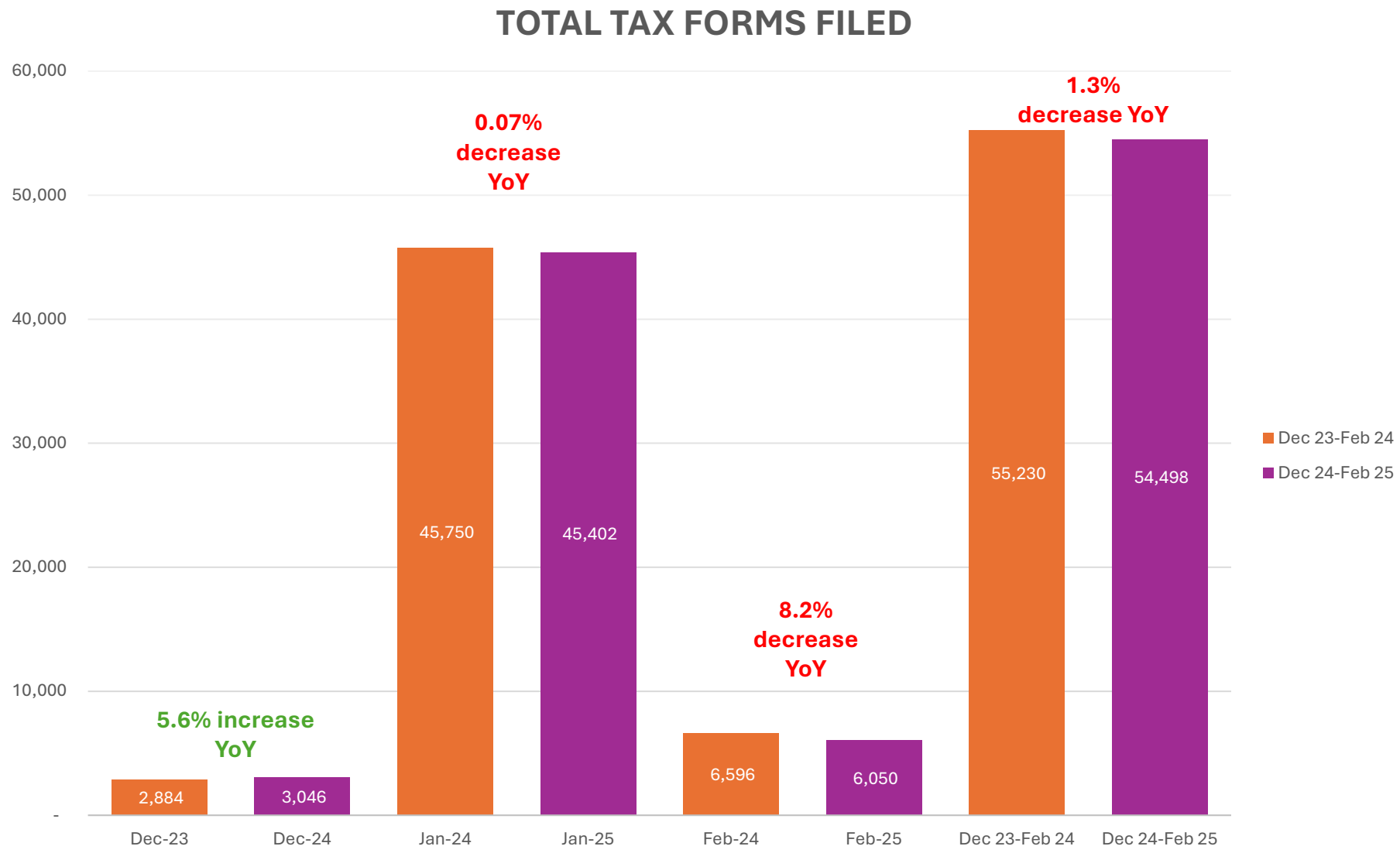
Operational Performance Report

March 20, 2025

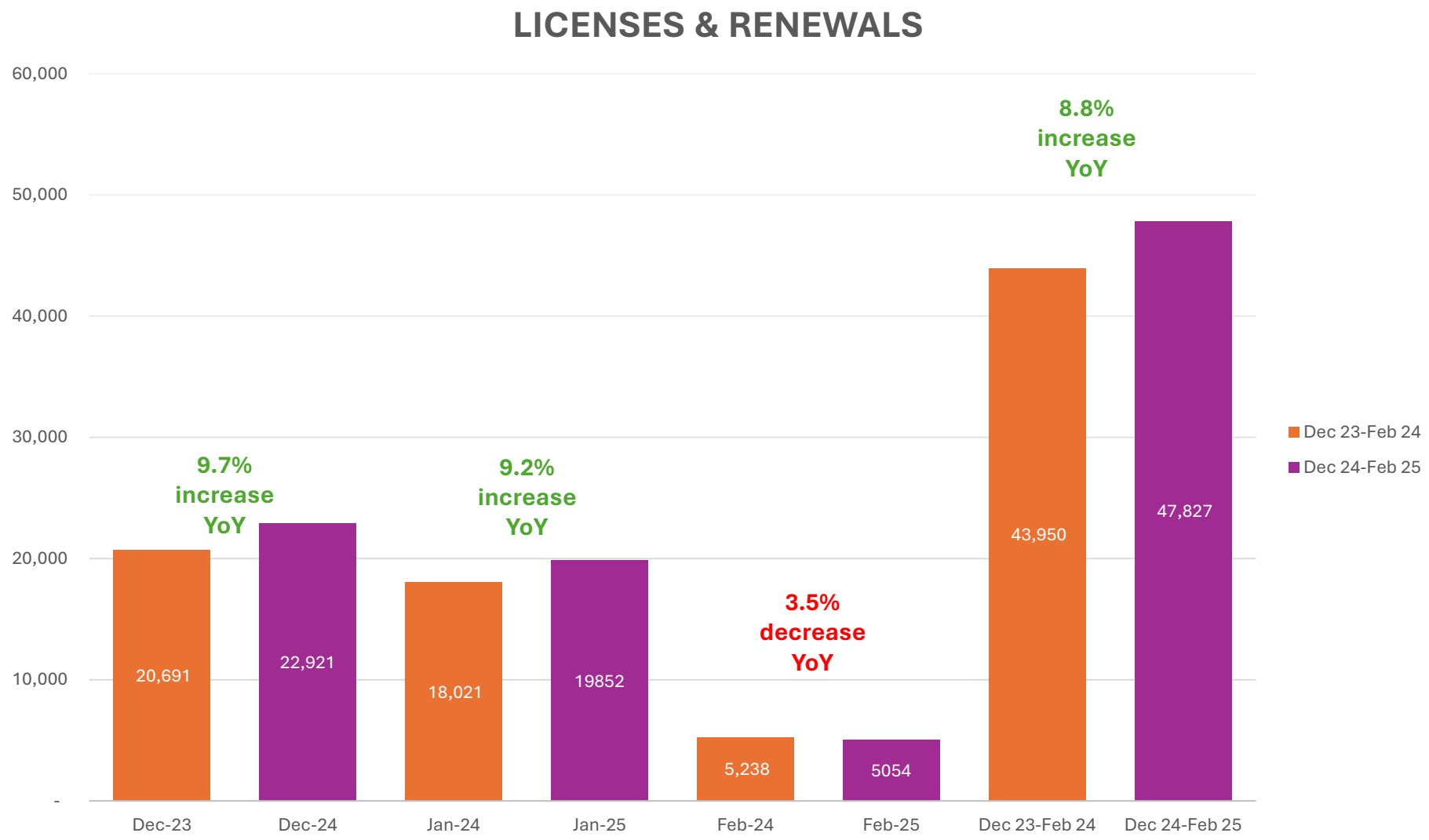
Accounts Created



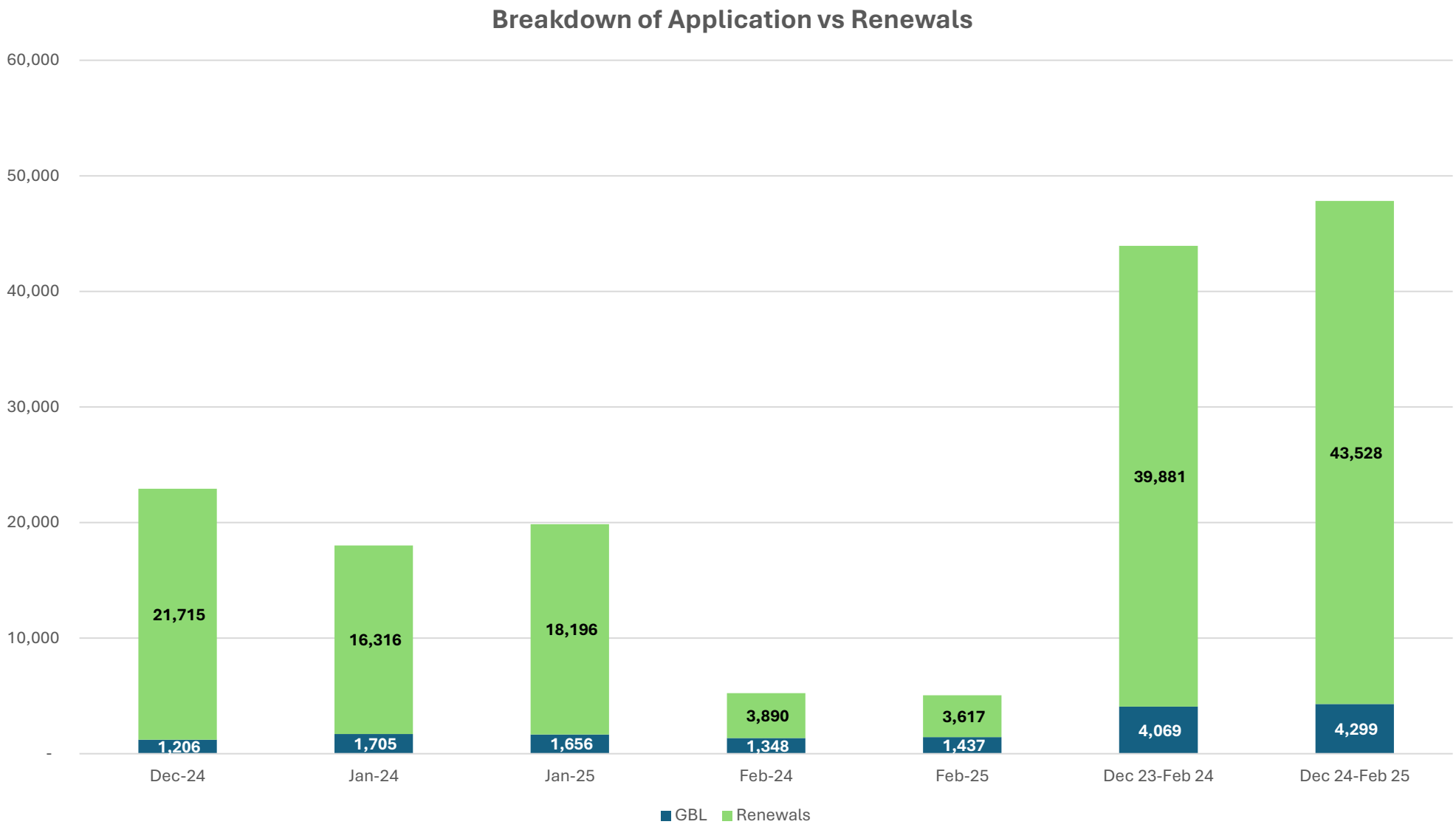
Tax Forms Filed



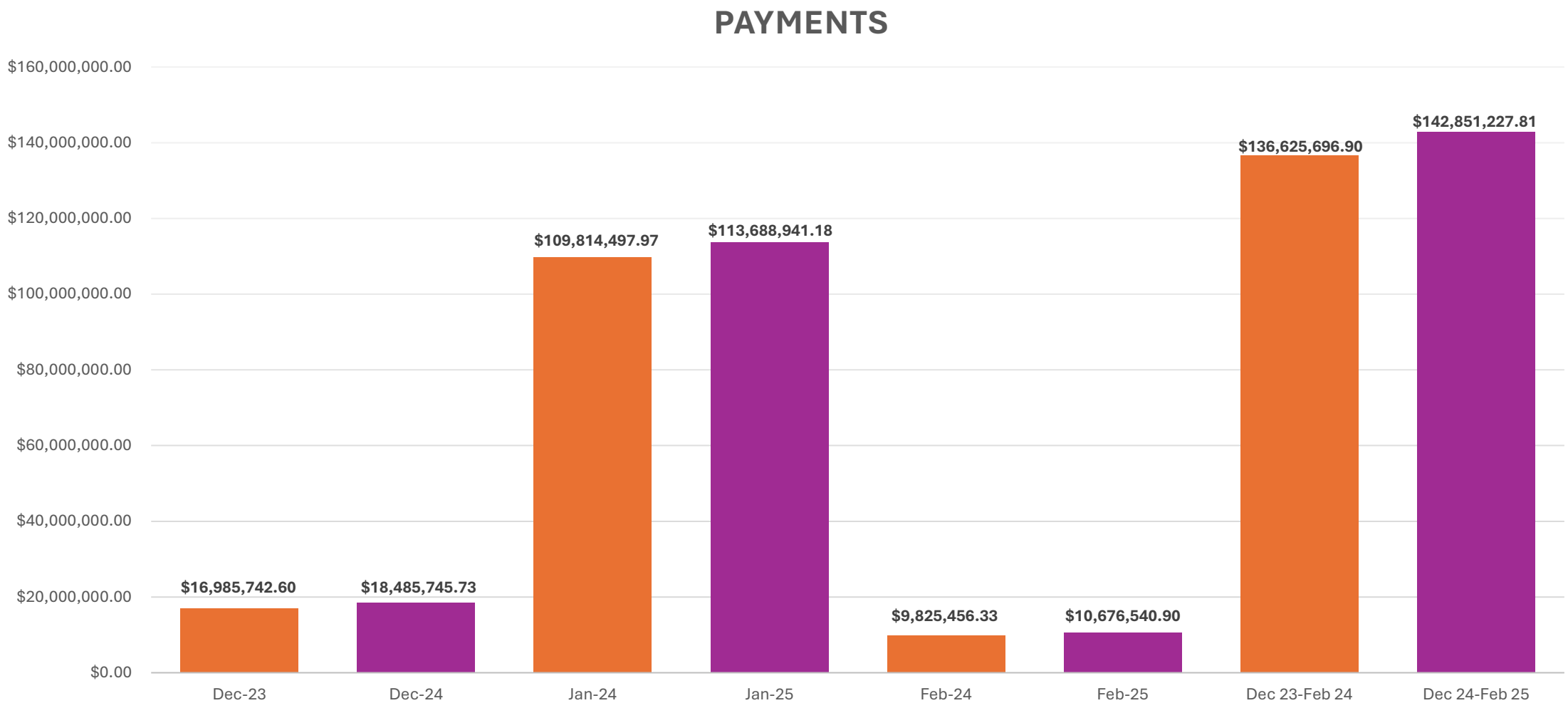
Licenses and Renewals



Licenses and Renewals



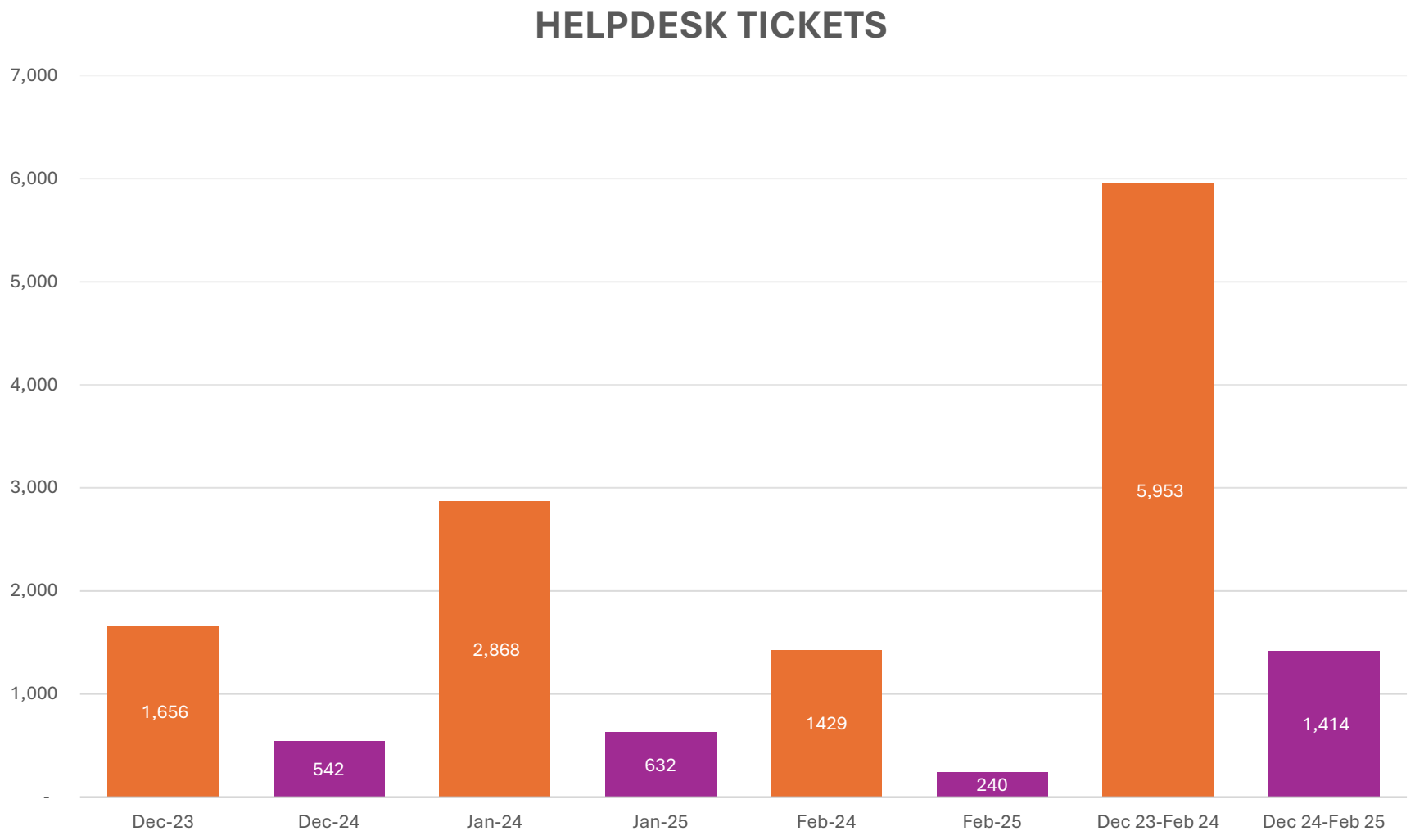
Payments


PAYMENTS
$160,000,000.00
$140,000,000.00
$120,000,000.00
$100,000,000.00
$80,000,000.00
$60,000,000.00
$40,000,000.00
$20,000,000.00
$0.00
$16,985,742.60
$18,485,745.73
$109,814,497.97
$113,688,941.18
$9,825,456.33
$10,676,540.90
$136,625,696.90
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Dec-23
Dec-24
Jan-24
Jan-25
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Feb-25
Dec 23-Feb 24
Dec 24-Feb 25

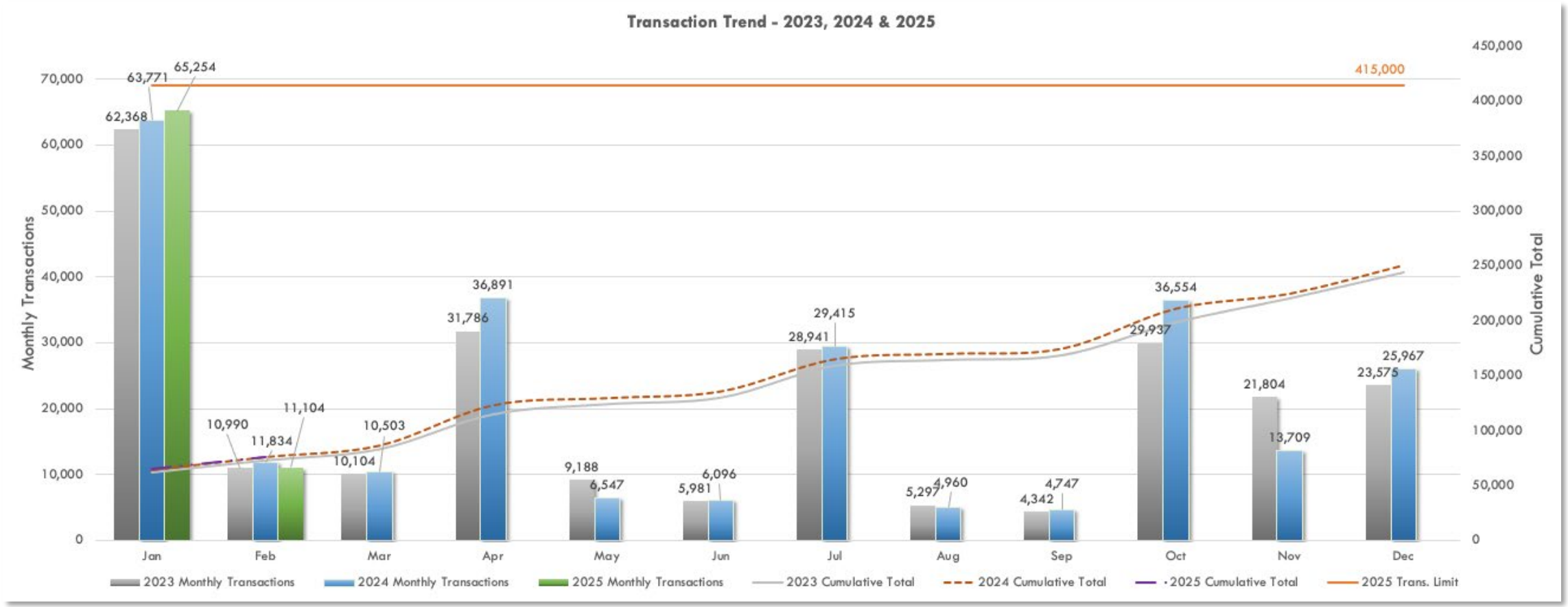
Help Desk Calls

Top 5 Categories (2025)

1. License
2. Account
3. Tax
4. Login Assistance
5. Payments



Transactions



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Vendor Warrant List 4th Qtr 2024

March 20, 2025

FileLocal
Quarterly Warrant List
12/31/2024

Vendor Name	Payments for Current Quarter	Payments Year-To-Date
Association of Washington Cities	-	300.00
Avenu	307,360.62	1,295,373.12
Daily Journal of Commerce	336.60	336.60
Francis & Company	16,861.75	61,452.75
Inslee Best	-	4,277.50
Kubra	4,750.00	9,950.00
Madrona Law Group, PLLC	7,961.50	43,971.00
Seattle	82,115.75	296,047.64
Tamazari, Inc.	36,630.00	193,613.75
TokuSaku Incorporated	-	96,000.00
Washington cities insurance authority	-	5,169.00
Wells Fargo	571.87	1,676.69
	-	-
	456,588.09	2,008,168.05