FileLocal

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