FileLocal

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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

June 5, 2025

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 06-05-25 meeting of the Washington Multi-City Business License and Tax Portal Agency (FileLocal) was called to order at 11:02 a.m. and conducted by Teams meeting.

ROLL CALL

Board Members Present: Michael Chandler (phone), Jeff Friend (phone), Paula Painter (phone), Kari Roller (phone), Joseph Cunha for Jamie Carnell (phone), and Danielle Larson for Andy Cherullo (phone)

Staff and Guests: Jamielee Graves (phone), Scott Hitchcock (phone), Julie Panick (phone), John Costello (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 Kari Roller and seconded by Joseph Cunha, the board approved the 03-20-25 meeting summary.

4. REVIEW OF FINANCIAL STATEMENTS

Scott Hitchcock summarized the April 2025 financial statements and cash status. There were no questions or comments.

5. ACTION ITEMS

A. Resolution FL2025-01 Draft Budget 2026-2030.

*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.

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

i. Motion to accept: Kari Roller
ii. Motion seconded Danielle Larson
iii. Supermajority vote passed

VOTE FL2025-01	City	Member
	Auburn	Jamie Thomas (absent)
YES	Bellevue	Michael Chandler
YES	Des Moines	Jeff Friend
	Everett	Heide Brillantes (absent)
YES	Kent	Paula Painter
YES	Lake Forest Park	Lindsey Vaughn
YES	Renton	Kari Roller
YES	Seattle	Joseph Cunha for Jamie Carnell
YES	Tacoma	Danielle Larson for Andy Cherullo

B. Resolution FL2025-02 Tamazari Contract Amendment 2

a. Scott Hitchcock reviewed the resolution

i. Motion to accept: Kari Roller
ii. Motion seconded: Joseph Cunha
iii. Majority vote: passed

VOTE FL2025-02	City	Member
	Auburn	Jamie Thomas (absent)
YES	Bellevue	Michael Chandler
YES	Des Moines	Jeff Friend
	Everett	Heide Brillantes (absent)
YES	Kent	Paula Painter
YES	Lake Forest Park	Lindsey Vaughn
YES	Renton	Kari Roller
YES	Seattle	Joseph Cunha for Jamie Carnell
YES	Tacoma	Danielle Larson for Andy Cherullo

6. DISCUSSION ITEMS:

A. Operational Performance Report (OPR)

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

B. State Audit

Scott Hitchcock reported that the Agency received a clean state audit. A copy of the final report was emailed to board members. There were no questions or comments.

C. Leviathan Security Contract

Scott Hitchcock reported that the Leviathan Security Group Contract has been extended to 7-31-26 with new pricing and deliverables. Leviathan will do due diligence on the Platform Replacement candidate vendors and their payment processors. There were no questions or comments.

D. Vendor Warrant List

Scott Hitchcock reviewed the 1st Quarter Vendor Warrant List. There were no questions or comments.

7. ADJOURNMENT

The Chair, Paula Painter adjourned the meeting at 11:32 a.m.

Respectfully submitted,
Julie Panick
Secretary, FileLocal