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

Marista Jorve
City of Everett

Paula Painter, Chair
City of Kent

Lindsey Vaughn
City of Lake Forest Park

Kari Roller
City of Renton

Dwight Dively, Vice-Chair
City of Seattle

Andy Cherullo
City of Tacoma

Executive Board Meeting Agenda

June 4, 2026

700 5TH AVE, ROOM 4096
SEATTLE, WA
TEAMS CONFERENCE CALL

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

2. **PUBLIC COMMENT***

3. **APPROVAL OF 03-19-26 MEETING SUMMARY**
   a. 03-19-26 Meeting Summary

4. **REVIEW OF APRIL 2026, MARCH 2026, FEBRUARY 2026, AND JANUARY 2026 FINANCIAL STATEMENTS**
   a. April 2026 Financial Statements
   b. March 2026 Financial Statements
   c. February 2026 Financial Statements
   d. January 2026 Financial Statements

5. **ACTION ITEMS**
   a. Resolution **FL2026-03 Adding a New Factor to the Cost Allocation Method** (Supermajority Vote)
      i. Briefing Paper: **FL2026-03**
      ii. Resolution: **FL2026-03**
      iii. Attachment A: **Budget 2026-2030**
   b. Resolution **FL2026-04 Draft Budget 2027-2031** (Supermajority Vote)
      i. Briefing Paper: **FL2026-04**
      ii. Resolution: **FL2026-04**
      iii. Attachment A: **Draft Budget 2027-2031**

6. **DISCUSSION ITEMS**
   a. Contract Updates
   b. Operational Performance Report (OPR)
   c. Vendor warrants

7. **ADJOURNMENT**

*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.

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Lindsey Vaughn
City of Lake Forest Park

Kari Roller
City of Renton

Dwight Dively
City of Seattle

Andy Cherullo
City of Tacoma

Executive Board Meeting Summary

March 19, 2026

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 03-19-26 meeting of the Washington Multi-City Business License and Tax Portal Agency (FileLocal) was called to order at 11:06 a.m. and conducted by Teams meeting.

2. ROLL CALL

Board Members Present: Michael Chandler (phone), Jeff Friend (phone), Marista Jorve (phone), Paula Painter (phone), Jinny Hong for Kari Roller (phone), and Dwight Dively (phone)

Staff and Guests: Scott Hitchcock (phone), Julie Panick (phone), John Costello (phone), David Linehan (phone), and Horace Francis (phone)

3. PUBLIC COMMENT

There were no public comments.

4. APPROVAL OF MEETING SUMMARY

On a motion made by Marista Jorve and seconded by Jeff Friend, the board approved the 12-04-25 meeting summary.

5. REVIEW OF FINANCIAL STATEMENTS

Horace Francis summarized the December 2025 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.

6. ACTION ITEMS

A. Resolution FL2026-01 Election of Officers 2026-2028.

a. Scott Hitchcock reviewed the resolution. Paula Painter was nominated as Board Chair and Dwight Dively as Vice-Chair. There were no questions or comments.

i. Motion to accept: Michael Chandler
ii. Motion seconded: Marista Jorve
iii. Majority vote passed

VOTE FL2026-01	City	Member
	Auburn	Jamie Thomas (absent)
YES	Bellevue	Michael Chandler
YES	Des Moines	Jeff Friend
YES	Everett	Marista Jorve
YES	Kent	Paula Painter
	Lake Forest Park	Lindsey Vaughn (absent)
YES	Renton	Jinny Hong for Kari Roller
YES	Seattle	Dwight Dively
	Tacoma	Andy Cherullo (absent)

B. Resolution FL2026-02 Neumo Portal Contract

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

i. Motion to accept: Dwight Dively
ii. Motion seconded: Marista Jorve
iii. Majority vote: passed

VOTE FL2026-02	City	Member
	Auburn	Jamie Thomas (absent)
YES	Bellevue	Michael Chandler
YES	Des Moines	Jeff Friend
YES	Everett	Marista Jorve
YES	Kent	Paula Painter
	Lake Forest Park	Lindsey Vaughn (absent)
YES	Renton	Jinny Hong for Kari Roller
YES	Seattle	Dwight Dively
	Tacoma	Andy Cherullo (absent)

7. DISCUSSION ITEMS:

A. Draft Budget 2027-2031

Scott Hitchcock reported that he is meeting weekly with the Operations Committee developing the draft budget 2027-2031. Need to start rebuilding the Platform Replacement Reserve in 2028, which will be depleted once the new Neumo Platform goes live in 2027. The committee is looking at different options, including raising user fees. The current $4.00 user fee per non-zero transaction has never been raised. One topic for discussion will be the transaction count fees versus the amount of revenue generated per city.

B. Operational Performance Report (OPR)

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

C. Vendor Warrant List

Scott Hitchcock reviewed the 4th Quarter Vendor Warrant List. There were no questions or comments.

8. ADJOURNMENT

On a motion by Dwight Dively and seconded by Jeff Friend the meeting was adjourned.

Respectfully submitted,

Julie Panick
Secretary, FileLocal

Financial Statements – April 2026

FileLocal

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

FileLocal
Financial Statements
April 30, 2026

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FileLocal
Statements of Financial Position
April 30, 2026

	Current	Prior	Change
ASSETS			
Wells Fargo checking	$ 414,219	$ 226,121	$ 188,098
Short term investments	2,673,732	2,665,627	8,105
Accounts receivable	19,952	8,388	11,564
Due from other governments	44,000	207,953	(163,953)
Prepaid	-	-	-
Total current assets	3,151,903	3,108,089	43,814
TOTAL ASSETS	**3,151,903**	**3,108,089**	**43,814**
LIABILITIES AND NET ASSETS			
LIABILITIES			
Accounts payable	192,465	34,999	157,466
Accrued expenses	176,385	216,035	(39,650)
Credit card payable	44	474	(430)
Total current liabilities	368,894	251,508	117,386
TOTAL LIABILITIES	**368,894**	**251,508**	**117,386**
NET ASSETS			
Capital reserve	-	-	-
Fund carryover reserve	288,919	288,919	-
Operating reserve	514,305	514,305	-
Platform replacement reserve	951,326	951,326	-
Net Revenue	1,028,459	1,102,031	(73,572)
TOTAL NET ASSETS	**2,783,009**	**2,856,581**	**(73,572)**
TOTAL LIABILITIES AND NET ASSETS	**$ 3,151,903**	**$ 3,108,089**	**$ 43,814**
	-	-	-

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
April 30, 2026

	Sch	Current	Prior 1	Prior 2
REVENUES				
User fees		$ 71,296	$ 32,304	$ 40,840
Total revenues		**71,296**	**32,304**	**40,840**
OPERATING EXPENSES				
Contract labor	1	35,873	41,005	39,705
Contracts	2	5,550	11,378	5,544
Overhead	3	992	1,455	7,458
Technology costs	4	110,558	108,491	110,516
Total operating expenses		**152,973**	**162,329**	**163,223**
NET OPERATING SURPLUS/DEFICIT		**(81,677)**	**(130,025)**	**(122,383)**
OTHER REVENUE				
Investment income	5	8,105	7,670	5,466
Reimbursable costs	6	-	-	-
Total Other Revenue		**8,105**	**7,670**	**5,466**
OTHER EXPENDITURES				
Capital cost recovery	7	-	-	-
Net Fund Carryover Adjustment	8	-	-	-
Net Operating Reserve Adjustment	9	-	-	-
Total Other Expenditures		**-**	**-**	**-**
CHANGE IN NET ASSETS		**$ (73,572)**	**$ (122,355)**	**$ (116,917)**

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FileLocal
Statement of Budget and Actual
April 30, 2026

	Sch	Budget 2026	YTD Budget	YTD Actual	Variance
REVENUES					
Total User Fees		$ 599,278	$ 286,672	$ 322,104	$ 35,432
Total revenues		**599,278**	**286,672**	**322,104**	**35,432**
OPERATING EXPENSES					
Contract labor	1	564,045	164,020	157,588	6,432
Contracts	2	72,400	28,000	33,194	(5,194)
Overhead	3	32,375	14,160	10,205	3,955
Technology costs	4	1,388,400	462,800	435,439	27,361
Total operating expenses		**2,057,220**	**668,980**	**636,426**	**32,554**
NET OPERATING SURPLUS/DEFICIT		**(1,457,942)**	**(382,308)**	**(314,322)**	**67,986**
OTHER REVENUE					
Investment income	5	-	-	26,922	26,922
Reimbursable costs	6	1,151,582	1,151,582	1,151,582	-
Total Other Revenue		**1,151,582**	**1,151,582**	**1,178,504**	**26,922**
OTHER EXPENDITURES					
Capital cost recovery	7	-	-	-	-
Net Fund Carryover Adjustment	8	(187,500)	(187,500)	(187,500)	-
Net Operating Reserve Adjustment	9	(118,860)	23,225	23,225	-
Net Platform Replacement Adjustment	10	-	-	-	-
Total Other Expenditures		**(306,360)**	**(164,275)**	**(164,275)**	**-**
CHANGE IN NET ASSETS		**$ -**	**$ 933,549**	**$ 1,028,457**	**$ 94,908**

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FileLocal
Statement of Budget and Actual - Supporting Schedule
April 30, 2026

SCHEDULES	Budget	YTD Budget	YTD Actual	Variance
Contract labor - other	$ 220,860	$ 73,620	$ 71,515	$ 2,105
Contract labor - Seattle	343,185	90,400	86,073	4,327
1. Contract labor	**564,045**	**164,020**	**157,588**	**6,432**
Accounting fees	66,600	22,200	28,037	(5,837)
Bank fees	400	400	(15)	415
Insurance	5,400	5,400	5,172	228
State Auditor fees	-	-	-	-
2. Contracts	**72,400**	**28,000**	**33,194**	**(5,194)**
Agency IT costs	4,100	4,100	3,892	208
Legal fees	23,575	7,860	4,892	2,968
License and membership fees	1,000	1,000	300	700
Meals and entertainment	1,000	320	186	134
Office and operating supplies	1,000	320	935	(615)
Travel expense	1,700	560	-	560
3. Overhead	**32,375**	**14,160**	**10,205**	**3,955**
Project management	52,500	17,500	-	17,500
SAAS fees	1,270,500	423,500	423,500	-
Software development	-	-	2,863	(2,863)
Software development recovery	-	-	1,820	(1,820)
Web security	65,400	21,800	7,256	14,544
4. Technology costs	**1,388,400**	**462,800**	**435,439**	**27,361**
Interest income	-	-	26,966	26,966
Investment expense	-	-	(44)	(44)
5. Investment income	**-**	**-**	**26,922**	**26,922**
Reimbursable costs - Auburn	10,948	10,948	10,948	-
Reimbursable costs - Bellevue	123,745	123,745	123,745	-
Reimbursable costs - Bremerton	-	-	-	-
Reimbursable costs - Des Moines	23,033	23,033	23,033	-
Reimbursable costs - Everett	92,154	92,154	92,154	-
Reimbursable costs - Kent	19,264	19,264	19,264	-
Reimbursable costs - Lake Forest Park	16,384	16,384	16,384	-
Reimbursable costs - Poulsbo	5,391	5,391	5,391	-
Reimbursable costs - Renton	74,970	74,970	74,970	-
Reimbursable costs - Seattle	582,476	582,476	582,476	-
Reimbursable costs - Shoreline	26,330	26,330	26,330	-
Reimbursable costs - Snoqualmie	-	-	-	-
Reimbursable costs - Tacoma	176,887	176,887	176,887	-
6. Reimbursable costs	**1,151,582**	**1,151,582**	**1,151,582**	**-**
Capital cost collected	(18,000)	(18,000)	(18,000)	-
Capital cost paid	18,000	18,000	18,000	-
7. Capital cost recovery	**-**	**-**	**-**	**-**
Fund carryover adjustment	(187,500)	(187,500)	(187,500)	-
8. Net Fund Carryover Adjustment	**$ (187,500)**	**$ (187,500)**	**$ (187,500)**	**$ -**
Capital reserve adjustment	-	-	-	-
Operating reserve adjustment	(118,860)	23,225	23,225	-
9. Net Operating Reserve Adjustment	**$ (118,860)**	**$ 23,225**	**$ 23,225**	**$ -**
Platform replacement adjustment	(912,914)	(405,700)	-	(405,700)
Platform replacement expense	912,914	405,700	-	405,700
10. Net Platform Replacement Adjustment	**$ -**	**$ -**	**$ -**	**$ -**

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FileLocal
Statement of Cash Flow
April 30, 2026

OPERATING ACTIVITIES	
Net Revenue	(73,573)
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable	(11,564)
Due from other governments	163,953
Accounts Payable	157,467
Accrued Expenses	(39,650)
Credit card payable	(430)
Net cash provided/(used) by operating activities	**196,203**
Net cash increase/(decrease) for period	196,203
Cash at beginning of period	2,891,748
Cash at end of period	**3,087,951**

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Financial Statements – March 2026

FileLocal

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FileLocal
Financial Statements
March 31, 2026

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FileLocal
Statements of Financial Position
March 31, 2026

	Current	Prior	Change
ASSETS			
Wells Fargo checking	$ 226,121	$ 758,532	$ (532,411)
Short term investments	2,665,627	1,963,774	701,853
Accounts receivable	35,454	37,106	(1,652)
Due from other governments	180,887	430,316	(249,429)
Prepaid	-	-	-
Total current assets	3,108,089	3,189,728	(81,639)
TOTAL ASSETS	**3,108,089**	**3,189,728**	**(81,639)**
LIABILITIES AND NET ASSETS			
LIABILITIES			
Accounts payable	34,999	29,625	5,374
Accrued expenses	216,035	180,580	35,455
Credit card payable	248	594	(346)
Total current liabilities	251,282	210,799	40,483
TOTAL LIABILITIES	**251,282**	**210,799**	**40,483**
NET ASSETS			
Capital reserve	-	-	-
Fund carryover reserve	288,919	288,919	-
Operating reserve	514,305	514,305	-
Platform replacement reserve	951,326	951,326	-
Net Revenue	1,102,257	1,224,379	(122,122)
TOTAL NET ASSETS	**2,856,807**	**2,978,929**	**(122,122)**
TOTAL LIABILITIES AND NET ASSETS	**$ 3,108,089**	**$ 3,189,728**	**$ (81,639)**
	-	-	-

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FileLocal
Statements of Activities
March 31, 2026

	Sch	Current	Prior 1	Prior 2
REVENUES				
User fees		$ 32,304	$ 40,840	$ 177,664
Total revenues		**32,304**	**40,840**	**177,664**
OPERATING EXPENSES				
Contract labor	1	41,005	39,705	41,005
Contracts	2	11,387	5,550	10,722
Overhead	3	1,213	7,458	300
Technology costs	4	108,491	110,516	105,875
Total operating expenses		**162,096**	**163,229**	**157,902**
NET OPERATING SURPLUS/DEFICIT		**(129,792)**	**(122,389)**	**19,762**
OTHER REVENUE				
Investment income	5	7,670	5,466	5,682
Reimbursable costs	6	-	-	1,151,582
Total Other Revenue		**7,670**	**5,466**	**1,157,264**
OTHER EXPENDITURES				
Capital cost recovery	7	-	-	-
Net Fund Carryover Adjustment	8	-	-	(187,500)
Net Operating Reserve Adjustment	9	-	-	23,225
Total Other Expenditures		**-**	**-**	**(164,275)**
CHANGE IN NET ASSETS		**$ (122,122)**	**$ (116,923)**	**$ 1,341,301**

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FileLocal
Statement of Budget and Actual
March 31, 2026

	Sch	Budget 2026	YTD Budget	YTD Actual	Variance
REVENUES					
Total User Fees		$ 599,278	$ 200,320	$ 250,808	$ 50,488
Total revenues		**599,278**	**200,320**	**250,808**	**50,488**
OPERATING EXPENSES					
Contract labor	1	564,045	123,015	121,715	1,300
Contracts	2	72,400	22,450	27,659	(5,209)
Overhead	3	32,375	11,885	8,971	2,914
Technology costs	4	1,388,400	347,100	324,881	22,219
Total operating expenses		**2,057,220**	**504,450**	**483,226**	**21,224**
NET OPERATING SURPLUS/DEFICIT		**(1,457,942)**	**(304,130)**	**(232,418)**	**71,712**
OTHER REVENUE					
Investment income	5	-	-	18,818	18,818
Reimbursable costs	6	1,151,582	1,151,582	1,151,582	-
Total Other Revenue		**1,151,582**	**1,151,582**	**1,170,400**	**18,818**
OTHER EXPENDITURES					
Capital cost recovery	7	-	-	-	-
Net Fund Carryover Adjustment	8	(187,500)	(187,500)	(187,500)	-
Net Operating Reserve Adjustment	9	(118,860)	23,225	23,225	-
Net Platform Replacement Adjustment	10	-	-	-	-
Total Other Expenditures		**(306,360)**	**(164,275)**	**(164,275)**	**-**
CHANGE IN NET ASSETS		**$ -**	**$ 1,011,727**	**$ 1,102,257**	**$ 90,530**

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FileLocal
Statement of Budget and Actual - Supporting Schedule
March 31, 2026

SCHEDULES	Budget	YTD Budget	YTD Actual	Variance
Contract labor - other	$ 220,860	$ 55,215	$ 53,915	$ 1,300
Contract labor - Seattle	343,185	67,800	67,800	-
1. Contract labor	**564,045**	**123,015**	**121,715**	**1,300**
Accounting fees	66,600	16,650	22,487	(5,837)
Bank fees	400	400	-	400
Insurance	5,400	5,400	5,172	228
State Auditor fees	-	-	-	-
2. Contracts	**72,400**	**22,450**	**27,659**	**(5,209)**
Agency IT costs	4,100	4,100	3,892	208
Legal fees	23,575	5,895	3,944	1,951
License and membership fees	1,000	1,000	300	700
Meals and entertainment	1,000	235	186	49
Office and operating supplies	1,000	235	649	(414)
Travel expense	1,700	420	-	420
3. Overhead	**32,375**	**11,885**	**8,971**	**2,914**
Project management	52,500	13,125	-	13,125
SAAS fees	1,270,500	317,625	317,625	-
Software development	-	-	-	-
Software development recovery	-	-	-	-
Web security	65,400	16,350	7,256	9,094
4. Technology costs	**1,388,400**	**347,100**	**324,881**	**22,219**
Interest income	-	-	18,849	18,849
Investment expense	-	-	(31)	(31)
5. Investment income	**-**	**-**	**18,818**	**18,818**
Reimbursable costs - Auburn	10,948	10,948	10,948	-
Reimbursable costs - Bellevue	123,745	123,745	123,745	-
Reimbursable costs - Des Moines	23,033	23,033	23,033	-
Reimbursable costs - Everett	92,154	92,154	92,154	-
Reimbursable costs - Kent	19,264	19,264	19,264	-
Reimbursable costs - Lake Forest Park	16,384	16,384	16,384	-
Reimbursable costs - Poulsbo	5,391	5,391	5,391	-
Reimbursable costs - Renton	74,970	74,970	74,970	-
Reimbursable costs - Seattle	582,476	582,476	582,476	-
Reimbursable costs - Shoreline	26,330	26,330	26,330	-
Reimbursable costs - Tacoma	176,887	176,887	176,887	-
6. Reimbursable costs	**1,151,582**	**1,151,582**	**1,151,582**	**-**
Capital cost collected	(18,000)	(18,000)	(18,000)	-
Capital cost paid	18,000	18,000	18,000	-
7. Capital cost recovery	**-**	**-**	**-**	**-**
Fund carryover adjustment	(187,500)	(187,500)	(187,500)	-
8. Net Fund Carryover Adjustment	**$ (187,500)**	**$ (187,500)**	**$ (187,500)**	**$ -**
Capital reserve adjustment	-	-	-	-
Operating reserve adjustment	(118,860)	23,225	23,225	-
9. Net Operating Reserve Adjustment	**$ (118,860)**	**$ 23,225**	**$ 23,225**	**$ -**
Platform replacement adjustment	(912,914)	(405,700)	-	(405,700)
Platform replacement expense	912,914	405,700	-	405,700
10. Net Platform Replacement Adjustment	**$ -**	**$ -**	**$ -**	**$ -**

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FileLocal
Statement of Cash Flow
March 31, 2026

OPERATING ACTIVITIES	
Net Revenue	(122,122)
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable	1,652
Due from other governments	249,429
Accounts Payable	5,374
Accrued Expenses	35,455
Credit card payable	(346)
Net cash provided/(used) by operating activities	**169,442**
Net cash increase/(decrease) for period	169,442
Cash at beginning of period	2,722,306
Cash at end of period	**2,891,748**

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Financial Statements – February 2026

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FileLocal
Financial Statements
February 28, 2026

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FileLocal
Statements of Financial Position
February 28, 2026

	Current	Prior	Change
ASSETS			
Wells Fargo checking	$ 758,532	$ 372,156	$ 386,376
Short term investments	1,963,774	1,767,980	195,794
Accounts receivable	37,106	61,834	(24,728)
Due from other governments	430,316	1,139,158	(708,842)
Prepaid	-	-	-
Total current assets	3,189,728	3,341,128	(151,400)
TOTAL ASSETS	**3,189,728**	**3,341,128**	**(151,400)**
LIABILITIES AND NET ASSETS			
LIABILITIES			
Accounts payable	29,625	92,847	(63,222)
Accrued expenses	180,580	152,430	28,150
Credit card payable	594	-	594
Total current liabilities	210,799	245,277	(34,478)
TOTAL LIABILITIES	**210,799**	**245,277**	**(34,478)**
NET ASSETS			
Capital reserve	-	-	-
Fund carryover reserve	288,919	288,919	-
Operating reserve	514,305	514,305	-
Platform replacement reserve	951,326	951,326	-
Net Revenue	1,224,379	1,341,301	(116,922)
TOTAL NET ASSETS	**2,978,929**	**3,095,851**	**(116,922)**
TOTAL LIABILITIES AND NET ASSETS	**$ 3,189,728**	**$ 3,341,128**	**$ (151,400)**
	-	-	-

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, 2026

	Sch	Current	Prior 1	Prior 2
REVENUES				
User fees		$ 40,840	$ 177,664	$ 107,448
Total revenues		**40,840**	**177,664**	**107,448**
OPERATING EXPENSES				
Contract labor	1	39,705	41,005	(26,939)
Contracts	2	5,550	10,722	2,109
Overhead	3	7,458	300	9,871
Technology costs	4	110,516	105,875	92,655
Total operating expenses		**163,229**	**157,902**	**77,696**
NET OPERATING SURPLUS/DEFICIT		**(122,389)**	**19,762**	**29,752**
OTHER REVENUE				
Investment income	5	5,466	5,682	6,228
Reimbursable costs	6	-	1,151,582	-
Total Other Revenue		**5,466**	**1,157,264**	**6,228**
OTHER EXPENDITURES				
Capital cost recovery	7	-	-	-
Net Fund Carryover Adjustment	8	-	(187,500)	-
Net Operating Reserve Adjustment	9	-	23,225	-
Total Other Expenditures		**-**	**(164,275)**	**-**
CHANGE IN NET ASSETS		**$ (116,923)**	**$ 1,341,301**	**$ 35,980**

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FileLocal
Statement of Budget and Actual
February 28, 2026

	Sch	Budget 2026	YTD Budget	YTD Actual	Variance
REVENUES					
Total User Fees		$ 599,278	$ 177,332	$ 218,504	$ 41,172
Total revenues		**599,278**	**177,332**	**218,504**	**41,172**
OPERATING EXPENSES					
Contract labor	1	564,045	82,010	80,710	1,300
Contracts	2	72,400	16,900	16,272	628
Overhead	3	32,375	9,610	7,758	1,852
Technology costs	4	1,388,400	231,400	216,391	15,009
Total operating expenses		**2,057,220**	**339,920**	**321,131**	**18,789**
NET OPERATING SURPLUS/DEFICIT		**(1,457,942)**	**(162,588)**	**(102,627)**	**59,961**
OTHER REVENUE					
Investment income	5	-	-	11,148	11,148
Reimbursable costs	6	1,151,582	1,151,582	1,151,582	-
Total Other Revenue		**1,151,582**	**1,151,582**	**1,162,730**	**11,148**
OTHER EXPENDITURES					
Capital cost recovery	7	-	-	-	-
Net Fund Carryover Adjustment	8	(187,500)	(187,500)	(187,500)	-
Net Operating Reserve Adjustment	9	(118,860)	23,225	23,225	-
Net Platform Replacement Adjustment	10	-	-	-	-
Total Other Expenditures		**(306,360)**	**(164,275)**	**(164,275)**	**-**
CHANGE IN NET ASSETS		**$ -**	**$ 1,153,269**	**$ 1,224,378**	**$ 71,109**

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FileLocal
Statement of Budget and Actual - Supporting Schedule
February 28, 2026

SCHEDULES	Budget	YTD Budget	YTD Actual	Variance
Contract labor - other	$ 220,860	$ 36,810	$ 35,510	$ 1,300
Contract labor - Seattle	343,185	45,200	45,200	-
1. Contract labor	**564,045**	**82,010**	**80,710**	**1,300**
Accounting fees	66,600	11,100	11,100	-
Bank fees	400	400	-	400
Insurance	5,400	5,400	5,172	228
State Auditor fees	-	-	-	-
2. Contracts	**72,400**	**16,900**	**16,272**	**628**
Agency IT costs	4,100	4,100	3,892	208
Legal fees	23,575	3,930	2,972	958
License and membership fees	1,000	1,000	300	700
Meals and entertainment	1,000	150	-	150
Office and operating supplies	1,000	150	594	(444)
Travel expense	1,700	280	-	280
3. Overhead	**32,375**	**9,610**	**7,758**	**1,852**
Platform replacement	-	-	-	-
Project management	52,500	8,750	-	8,750
SAAS fees	1,270,500	211,750	211,750	-
Software development	-	-	-	-
Software development recovery	-	-	-	-
Web security	65,400	10,900	4,641	6,259
4. Technology costs	**1,388,400**	**231,400**	**216,391**	**15,009**
Interest income	-	-	11,166	11,166
Investment expense	-	-	(18)	(18)
5. Investment income	**-**	**-**	**11,148**	**11,148**
Reimbursable costs - Auburn	10,948	10,948	10,948	-
Reimbursable costs - Bellevue	123,745	123,745	123,745	-
Reimbursable costs - Des Moines	23,033	23,033	23,033	-
Reimbursable costs - Everett	92,154	92,154	92,154	-
Reimbursable costs - Kent	19,264	19,264	19,264	-
Reimbursable costs - Lake Forest Park	16,384	16,384	16,384	-
Reimbursable costs - Poulsbo	5,391	5,391	5,391	-
Reimbursable costs - Renton	74,970	74,970	74,970	-
Reimbursable costs - Seattle	582,476	582,476	582,476	-
Reimbursable costs - Shoreline	26,330	26,330	26,330	-
Reimbursable costs - Tacoma	176,887	176,887	176,887	-
6. Reimbursable costs	**1,151,582**	**1,151,582**	**1,151,582**	**-**
Capital cost collected	(18,000)	(18,000)	(18,000)	-
Capital cost paid	18,000	18,000	18,000	-
7. Capital cost recovery	**-**	**-**	**-**	**-**
Fund carryover adjustment	(187,500)	(187,500)	(187,500)	-
8. Net Fund Carryover Adjustment	**$ (187,500)**	**$ (187,500)**	**$ (187,500)**	**$ -**
Capital reserve adjustment	-	-	-	-
Operating reserve adjustment	(118,860)	23,225	23,225	-
9. Net Operating Reserve Adjustment	**$ (118,860)**	**$ 23,225**	**$ 23,225**	**$ -**
Platform replacement adjustment	(912,914)	-	-	-
Platform replacement expense	912,914	-	-	-
10. Net Platform Replacement Adjustment	**$ -**	**$ -**	**$ -**	**$ -**

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FileLocal
Statement of Cash Flow
February 28, 2026

OPERATING ACTIVITIES	
Net Revenue	(116,923)
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable	24,728
Due from other governments	708,842
Accounts Payable	(63,221)
Accrued Expenses	28,150
Credit card payable	594
Net cash provided/(used) by operating activities	**582,170**
FINANCING ACTIVITIES	
Fund carryover reserve	-
Platform replacement reserve	-
Operating reserve	-
Net cash provided by financing activities	**-**
Net cash increase/(decrease) for period	582,170
Cash at beginning of period	2,140,136
Cash at end of period	**2,722,306**
	-

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.

Financial Statements – January 2026

FileLocal

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

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Financial Statements
January 31, 2026

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FileLocal
Statements of Financial Position
January 31, 2026

	Current	Prior	Change
ASSETS			
Wells Fargo checking	$ 372,156	$ 278,924	$ 93,232
Short term investments	1,767,980	1,778,500	(10,520)
Accounts receivable	61,834	50,262	11,572
Due from other governments	1,139,158	-	1,139,158
Prepaid	-	-	-
Total current assets	3,341,128	2,107,686	1,233,442
TOTAL ASSETS	**3,341,128**	**2,107,686**	**1,233,442**
LIABILITIES AND NET ASSETS			
LIABILITIES			
Accounts payable	92,847	188,861	(96,014)
Accrued expenses	152,430	-	152,430
Credit card payable	-	-	-
Total current liabilities	245,277	188,861	56,416
TOTAL LIABILITIES	**245,277**	**188,861**	**56,416**
NET ASSETS			
Capital reserve	-	-	-
Fund carryover reserve	288,919	476,419	(187,500)
Operating reserve	514,305	491,080	23,225
Platform replacement reserve	951,326	951,326	-
Net Revenue	1,341,301	-	1,341,301
TOTAL NET ASSETS	**3,095,851**	**1,918,825**	**1,177,026**
TOTAL LIABILITIES AND NET ASSETS	**$ 3,341,128**	**$ 2,107,686**	**$ 1,233,442**
	-	-	-

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
January 31, 2026

	Sch	Current	Prior 1	Prior 2
REVENUES				
User fees		$ 177,664	$ 107,448	$ 77,560
Total revenues		**177,664**	**107,448**	**77,560**
OPERATING EXPENSES				
Contract labor	1	41,005	(26,939)	40,300
Contracts	2	10,722	2,109	3,334
Overhead	3	300	9,871	-
Technology costs	4	105,875	92,655	101,819
Total operating expenses		**157,902**	**77,696**	**145,453**
NET OPERATING SURPLUS/DEFICIT		**19,762**	**29,752**	**(67,893)**
OTHER REVENUE				
Investment income	5	5,682	6,228	6,589
Reimbursable costs	6	1,151,582	-	-
Total Other Revenue		**1,157,264**	**6,228**	**6,589**
OTHER EXPENDITURES				
Capital cost recovery	7	-	-	-
Net Fund Carryover Adjustment	8	(187,500)	-	-
Net Operating Reserve Adjustment	9	23,225	-	-
Total Other Expenditures		**(164,275)**	**-**	**-**
CHANGE IN NET ASSETS		**$ 1,341,301**	**$ 35,980**	**$ (61,304)**

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FileLocal
Statement of Budget and Actual
January 31, 2026

	Sch	Budget 2026	YTD Budget	YTD Actual	Variance
REVENUES					
Total User Fees		$ 599,278	$ 149,532	$ 177,664	$ 28,132
Total revenues		**599,278**	**149,532**	**177,664**	**28,132**
OPERATING EXPENSES					
Contract labor	1	564,045	41,005	41,005	-
Contracts	2	72,400	11,350	10,722	628
Overhead	3	32,375	7,335	300	7,035
Technology costs	4	1,388,400	115,700	105,875	9,825
Total operating expenses		**2,057,220**	**175,390**	**157,902**	**17,488**
NET OPERATING SURPLUS/DEFICIT		**(1,457,942)**	**(25,858)**	**19,762**	**45,620**
OTHER REVENUE					
Investment income	5	-	-	5,682	5,682
Reimbursable costs	6	1,151,582	1,151,582	1,151,582	-
Total Other Revenue		**1,151,582**	**1,151,582**	**1,157,264**	**5,682**
OTHER EXPENDITURES					
Capital cost recovery	7	-	-	-	-
Net Fund Carryover Adjustment	8	(187,500)	(187,500)	(187,500)	-
Net Operating Reserve Adjustment	9	(118,860)	23,225	23,225	-
Net Platform Replacement Adjustment	10	-	-	-	-
Total Other Expenditures		**(306,360)**	**(164,275)**	**(164,275)**	**-**
CHANGE IN NET ASSETS		**$ -**	**$ 1,289,999**	**$ 1,341,301**	**$ 51,302**

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FileLocal
Statement of Budget and Actual - Supporting Schedule
January 31, 2026

SCHEDULES	Budget	YTD Budget	YTD Actual	Variance
Contract labor - other	$ 220,860	$ 18,405	$ 18,405	$ -
Contract labor - Seattle	343,185	22,600	22,600	-
1. Contract labor	**564,045**	**41,005**	**41,005**	**-**
Accounting fees	66,600	5,550	5,550	-
Bank fees	400	400	-	400
Insurance	5,400	5,400	5,172	228
State Auditor fees	-	-	-	-
2. Contracts	**72,400**	**11,350**	**10,722**	**628**
Agency IT costs	4,100	4,100	-	4,100
Legal fees	23,575	1,965	-	1,965
License and membership fees	1,000	1,000	300	700
Meals and entertainment	1,000	65	-	65
Office and operating supplies	1,000	65	-	65
Travel expense	1,700	140	-	140
3. Overhead	**32,375**	**7,335**	**300**	**7,035**
Platform replacement	-	-	-	-
Project management	52,500	4,375	-	4,375
SAAS fees	1,270,500	105,875	105,875	-
Software development	-	-	-	-
Software development recovery	-	-	-	-
Web security	65,400	5,450	-	5,450
4. Technology costs	**1,388,400**	**115,700**	**105,875**	**9,825**
Interest income	-	-	5,691	5,691
Investment expense	-	-	(9)	(9)
5. Investment income	**-**	**-**	**5,682**	**5,682**
Reimbursable costs - Auburn	10,948	10,948	10,948	-
Reimbursable costs - Bellevue	123,745	123,745	123,745	-
Reimbursable costs - Des Moines	23,033	23,033	23,033	-
Reimbursable costs - Everett	92,154	92,154	92,154	-
Reimbursable costs - Kent	19,264	19,264	19,264	-
Reimbursable costs - Lake Forest Park	16,384	16,384	16,384	-
Reimbursable costs - Poulsbo	5,391	5,391	5,391	-
Reimbursable costs - Renton	74,970	74,970	74,970	-
Reimbursable costs - Seattle	582,476	582,476	582,476	-
Reimbursable costs - Shoreline	26,330	26,330	26,330	-
Reimbursable costs - Tacoma	176,887	176,887	176,887	-
6. Reimbursable costs	**1,151,582**	**1,151,582**	**1,151,582**	**-**
Capital cost collected	(18,000)	(18,000)	(18,000)	-
Capital cost paid	18,000	18,000	18,000	-
7. Capital cost recovery	**-**	**-**	**-**	**-**
Fund carryover adjustment	(187,500)	(187,500)	(187,500)	-
8. Net Fund Carryover Adjustment	**$ (187,500)**	**$ (187,500)**	**$ (187,500)**	**$ -**
Capital reserve adjustment	-	-	-	-
Operating reserve adjustment	(118,860)	23,225	23,225	-
9. Net Operating Reserve Adjustment	**$ (118,860)**	**$ 23,225**	**$ 23,225**	**$ -**
Platform replacement adjustment	(912,914)	-	-	-
Platform replacement expense	912,914	-	-	-
10. Net Platform Replacement Adjustment	**$ -**	**$ -**	**$ -**	**$ -**

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 Cash Flow
January 31, 2026

OPERATING ACTIVITIES	
Net Revenue	1,341,301
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable	(11,572)
Due from other governments	(1,139,158)
Accounts Payable	(96,015)
Accrued Expenses	152,431
Credit card payable	-
Net cash provided/(used) by operating activities	**246,987**
FINANCING ACTIVITIES	
Fund carryover reserve	(187,500)
Platform replacement reserve	-
Operating reserve	23,225
Net cash provided by financing activities	**(164,275)**
Net cash increase/(decrease) for period	82,712
Cash at beginning of period	2,057,424
Cash at end of period	**2,140,136**
	-

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.

FL2026-03 Adding a New Factor to the Cost Allocation Method.

June 4, 2026

FileLocal

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

FL2026-03 Briefing Paper Adding New Factor to Cost Allocation Method

Date: June 4, 2026

Issue: Shall the Washington Multi-City Business License and Tax Portal (Agency) Executive Board include revenue generated by each city's transactions in the Cost Allocation and Cost Recovery calculation (ILA Section 13.g)?

Operating Committee Recommendation: The Portal Agency Executive Board should pass Resolution FL2026-03 approving the inclusion of revenue generated by each city's transactions in the Cost Allocation and Cost Recovery calculation, this change is effective January 2027.

Rationale: Section 13.g. of the Interlocal Agreement expressly authorizes the Executive Board to include factors in addition to the number of City Transactions in the cost allocation formula, so long as the primary basis for allocation remains the City Transaction count. This change does not require an amendment to the Interlocal Agreement and may be adopted by Executive Board resolution.

The current Cost Allocation and Cost Recovery calculation uses total transactions for each city as the exclusive metric to determine each city's cost reimbursement. This does not take into account the amount of the Portal's revenue each city provides through transaction fees. Some transactions do not generate a fee (e.g., zero tax filings) and the percentage of how many transactions generate a fee varies considerably by city depending on the city's tax regulations. Using this new method of calculation, the city's usage of the portal will still be calculated using the total transactions, just as before; however, the city will receive a credit based on the revenue generated by the city's transaction fees. This new method will more fairly balance a city's use of the portal against the revenue the city generates.

The details of the cost allocation calculation are governed by the Portal Operations Policy, as provided in Section 13.g. of the Interlocal Agreement. The Portal Operations Policy is currently under revision and will be updated to reflect this change. The Board will review the revised policy in Q3 2026

RESOLUTION NO. FL2026-03

A Resolution of the Washington Multi-City Business License and Tax Portal Agency Executive Board Adding a New Factor to the Cost Allocation Method Effective January 1, 2027

Whereas, the Washington Multi-City Business License and Tax Portal Agency ("Agency") was originally established under the Interlocal Agreement By and Between the Cities of Bellevue, Everett, Seattle, and Tacoma, dated March 1, 2014 ("Interlocal Agreement"); and

Whereas, Section 13.g. of the Interlocal Agreement was amended in 2017 via Resolution FL2017-04 to provide that, for the years 2014-2021, the allocation of Agency costs among the Original Principals shall generally be based on 2012 transaction counts of each Original Principal as set forth in Exhibit A to the Interlocal Agreement, and to further provide that, beginning in 2022 and afterward, Agency costs shall be allocated among the Original Principals based on the actual number of transactions processed through the Portal for each such city; and

Whereas, Section 13.g. of the Interlocal Agreement was amended again in 2021 via Resolution FL2021-01, continuing the use of 2012 historical transaction counts of the Original Principals for an additional three years through 2024, and further providing that beginning in 2025 and afterward, Agency costs shall be allocated among the Original Principals based on the actual number of transactions processed through the Portal for each city; and

Whereas, Section 13.g. of the Interlocal Agreement authorizes the Executive Board to include factors in addition to the number of City Transactions in the cost allocation formula, so long as the primary basis for allocation remains the City Transaction count; and

Whereas, the current cost allocation method uses total transactions for each city as the exclusive metric to determine each city's cost reimbursement, which does not account for the amount of revenue each city generates through transaction fees; and

Whereas, the Executive Board finds that including revenue generated by each city's transactions as a credit factor in the cost allocation calculation will more fairly balance a city's use of the Portal against the revenue the city generates, while retaining total transaction counts as the primary basis for allocation as required by Section 13.g.; and

Whereas, the Portal Operations Policy, which governs the details of the cost allocation calculation under Section 13.g., is currently under revision and will be updated to reflect this change, with the revised policy to be reviewed by the Board in Q3 2026.

Now Therefore,

BE IT RESOLVED by the Executive Board of the Washington Multi-City Business License and Tax Portal Agency:

SECTION 1. Effective January 1, 2027, the cost allocation calculation for all Participating Cities shall include, in addition to total City Transaction counts, a credit to each city based on the revenue generated by that city's transaction fees, as shall be further detailed in forthcoming amendments to the Portal Operations Policy.

SECTION 2. Total City Transaction counts shall remain the primary basis for cost allocation, consistent with the requirements of Section 13.g. of the Interlocal Agreement.

SECTION 3. The Portal Agency Program Manager is directed to develop a new allocation formula to reflect the new cost allocation factor described in Section 1, above, and to present a corresponding revision of the Portal Operations Policy to the Executive Board for review no later than Q3 2026.

ADOPTED this 4th day of June 2026.

ATTEST:

ATTEST:**Washington Multi-City Business License and Tax Portal Agency Executive Board**
Seattle, Washington

Board Secretary

Board Chair

FL2026-04 Draft Budget 2027- 2031

June 4, 2026

FileLocal

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

FL2026-04 Briefing Paper Draft Budget 2027-2031

Date: June 4 2026

Issue: Shall the Washington Multi-City Business License and Tax Portal Agency ("Agency") Executive Board approve the draft 2027-2031 budget?

Operating Committee Recommendation: The Portal Agency Executive Board should pass Resolution FL2026-04 approving the draft 2027-2031 budget.

Rationale: Agency Interlocal Agreement Section 13 establishes the process for approving the annual budget. Key steps in that process are as follows:

- No later than May 1, present a proposed budget to the Executive Board. The Manager and Executive Board shall use their best efforts to meet the budget schedule; failure to meet a specific deadline does not constitute a breach of the Agreement.
- The Operating Committee voted unanimously on May 7, 2026, to recommend a draft budget 2027-2031 that includes changes to the city cost reimbursement method and a $1.00 increase in user fees for non-zero transactions.
- User fee increase effective when new Portal Platform goes live in 2027.
- No later than June 15, the Executive Board shall (1) review and revise the draft budget as it deems appropriate; (2) approve the draft budget by Supermajority Vote; and (3) forward the approved draft to the Principals by June 15 and Subscribers no later than July 1.
- A final budget must be approved by December 31.

Key Budget Drivers: The Program Manager and Operating Committee identified three primary factors driving budget growth for the 2027-2031 period:

- **New Portal and Payment Processing Contract.** The transition to a new portal platform and payment processor represents a significant increase in contracted costs. The user fee increase of $1.00 per non-zero transaction is intended to offset a portion of this expense.
- **Reserve Replenishment.** Agency reserves have been drawn down and require replenishment to maintain the financial stability required by the Interlocal Agreement.

- **City of Seattle B&O Tax Threshold Changes.** Recent changes to the City of Seattle's Business & Occupation Tax thresholds affect transaction volumes processed through the Portal, with downstream effects on Agency revenue and cost allocation.

RESOLUTION NO. FL2026-04

A Resolution of the Washington Multi-City Business License and Tax Portal Agency Executive Board Adopting a Draft Budget for 2027-2031.

Whereas, the Washington Multi-City Business License and Tax Portal Agency ("Portal Agency") Interlocal Agreement, Section 13.b., requires the Executive Board to adopt a draft Portal Agency budget for the years 2027-2031 by June 15, 2026; and

Whereas, the Program Manager developed a draft 2027-2031 budget in consultation with the Operations Committee, which the Operations Committee reviewed and unanimously recommended on May 7, 2026; and

Whereas, the draft budget must be approved by a supermajority vote and forwarded to Principal Cities by June 15, 2026, and forwarded to the Subscriber Cities no later than July 1, 2026.

Now Therefore,

BE IT RESOLVED by the Executive Board of the Washington Multi-City Business License and Tax Portal Agency:

SECTION 1. The Executive Board hereby adopts the draft 2027-2031 budget for the Portal Agency as outlined in Exhibit A to this Resolution.

SECTION 2. The Executive Board directs the Portal Agency Program Manager to forward the approved draft budget to Principal Cities by June 15, 2026, and to the Subscriber Cities by July 1, 2026.

ADOPTED this 4th day of June 2026.

ATTEST:

Washington Multi-City Business License and Tax Portal Agency Executive Board
Seattle, Washington

Board Secretary

Board Chair

Washington ~~Cities~~ Business License and Tax Portal Agency
Notes and key assumptions
Draft Budget 2027 - 2031 (May 2026)

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. User fees have been increased to $5 from July 1, 2027.

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.
Investment income	7	Income generated by bank deposits and interest-bearing assets.
Cost Reimbursement	8	An annual amount paid by participating cities to cover the operating deficit. From 2025 the charge is based on budgeted transitions. From January 1, 2027 Cost Reimbursement methodology has been updated to account for actual User Fees collected by City (FL2026-03).
Capital Cost Recovery	9	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.
Surplus/(Deficit) Carryover	10	Restricted fund balance to be returned to member cities.
Operating Reserve Cost	11	Unrestricted fund balance to provide a cushion against unexpected events. The current operating reserve is 25% of total operating expenditures.
Platform Replacement Cost	12	Restricted fund balance to cover the cost of replacing the operating platform.

Washington Cities Business License and Tax Portal Agency
Summary of Budget
Draft Budget 2027 - 2031 (May 2026)

		Actual				Forecast	Budget					YOY Change	
Budget		**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2025 (A) vs 2026 (P)**	**2026 (P) vs 2027 (B)**
REVENUES													
User Fees	1	637,552	767,588	780,264	807,828	630,656	722,164	802,140	806,120	810,120	814,130	(177,172)	91,508
Total revenues		***637,552***	***767,588***	***780,264***	***807,828***	***630,656***	***722,164***	***802,140***	***806,120***	***810,120***	***814,130***	***(177,172)***	***91,508***
OPERATING EXPENSES													
Contract Labor	2	(415,137)	(532,687)	(529,181)	(429,879)	(492,095)	(509,812)	(525,620)	(541,910)	(558,710)	(576,030)	(62,216)	(17,717)
Contracts	3	(77,159)	(73,367)	(69,770)	(86,637)	(72,072)	(74,300)	(90,610)	(78,980)	(81,430)	(98,950)	14,565	(2,228)
Overhead	4	(26,096)	(26,654)	(54,002)	(23,950)	(32,375)	(32,980)	(34,000)	(35,070)	(36,160)	(37,280)	(8,425)	(605)
Technology Costs	5	(339,233)	(588,509)	(1,091,266)	(1,205,586)	(1,388,400)	(1,505,164)	(1,578,115)	(1,654,644)	(1,734,915)	(1,819,130)	(182,814)	(116,764)
Transaction Fees	6	(322,697)	(246,983)	-	-	-	-	-	-	-	-	-	-
Total operating expenses		***(1,180,322)***	***(1,468,199)***	***(1,744,220)***	***(1,746,052)***	***(1,984,942)***	***(2,122,256)***	***(2,228,345)***	***(2,310,604)***	***(2,411,215)***	***(2,531,390)***	***(238,890)***	***(137,314)***
OPERATING DEFICIT		**(542,770)**	**(700,611)**	**(963,956)**	**(938,224)**	**(1,354,286)**	**(1,400,092)**	**(1,426,205)**	**(1,504,484)**	**(1,601,095)**	**(1,717,260)**	**(416,062)**	**(45,806)**
OTHER REVENUE													
Investment income	7	26,610	88,269	97,706	93,762	64,617	-	-	-	-	-	(29,145)	(64,617)
Cost Reimbursement	8	781,844	778,175	812,793	1,198,322	1,151,582	1,190,445	1,426,539	1,705,049	1,806,248	1,927,304	(46,740)	38,863
Total Other Revenue		***808,454***	***866,444***	***910,499***	***1,292,084***	***1,216,199***	***1,190,445***	***1,426,539***	***1,705,049***	***1,806,248***	***1,927,304***	***(75,885)***	***(25,754)***
OTHER EXPENDITURES													
Capital Cost Recovery	9	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) Carryover	10	-	-	265,684	134,314	187,500	288,919	26,188	-	-	-	53,186	101,419
Operating Reserve Cost	11	-	(31,519)	(24,728)	(199,255)	(23,225)	(16,259)	(26,522)	(20,565)	(25,153)	(30,044)	176,030	6,966
Platform Replacement Cost	12	-	-	-	-	-	(63,013)	-	(180,000)	(180,000)	(180,000)	-	(63,013)
Total Other Expenditures		***-***	***(31,519)***	***240,956***	***(64,941)***	***164,275***	***209,648***	***(334)***	***(200,565)***	***(205,153)***	***(210,044)***	***229,216***	***45,373***
CHANGE IN NET ASSETS		**265,684**	**134,314**	**187,500**	**288,919**	**26,188**	**-**	**-**	**-**	**-**	**-**	**(262,731)**	**(26,188)**

Washington Cities Business License and Tax Portal Agency
Cost Reimbursement
Draft Budget 2027 - 2031 (May 2026)

	Actual				Forecast	Budget					YOY Change	
City	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2026 (P) vs 2027 (B)	2027 (P) vs 2028 (B)
Auburn	9,897	9,850	10,978	10,124	10,948	18,225	16,628	26,620	28,108	29,886	7,277	(1,597)
Bellevue	67,357	67,041	74,716	149,637	123,745	187,933	259,725	244,215	257,907	274,263	64,188	71,791
Des Moines	15,028	14,957	7,192	20,142	23,033	31,647	40,629	42,869	45,333	48,275	8,614	8,982
Everett	31,345	31,198	34,769	93,546	92,154	109,859	137,373	145,624	154,161	164,393	17,705	27,514
Kent	16,335	16,258	10,234	11,516	19,264	26,478	27,946	35,155	37,579	40,477	7,214	1,468
Lake Forest Park	7,623	7,587	6,134	16,848	16,384	35,635	45,403	37,761	39,671	41,948	19,251	9,768
Poulsbo	-	-	-	5,230	5,391	11,285	14,318	11,606	12,238	13,006	5,894	3,033
Renton	33,562	33,405	25,640	69,003	74,970	112,022	137,772	133,591	140,912	149,665	37,052	25,750
Seattle	462,720	460,549	513,272	620,935	582,476	473,908	511,556	738,734	783,096	836,164	(108,568)	37,648
Shoreline	12,745	12,686	9,064	21,304	26,330	30,181	36,451	40,135	42,470	45,263	3,851	6,270
Snoqualmie	16,335	16,258	-	-	-	-	-	-	-	-	-	-
Tacoma	108,897	108,386	120,794	180,037	176,887	153,271	198,738	248,737	264,774	283,964	(23,616)	45,467
Total	**781,844**	**778,175**	**812,793**	**1,198,322**	**1,151,582**	**1,190,445**	**1,426,539**	**1,705,049**	**1,806,248**	**1,927,304**	**38,863**	**236,094**

Washington Cities Business License and Tax Portal Agency
Capital Cost
Draft Budget 2027 - 2031 (May 2026)

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)
Des Moines	500	1,000	1,000	1,000	2,000	1,000	1,000	1,000	1,000	1,000	1,000	(1,000)
Everett	1,000	2,000	4,000	4,000	4,000	2,000	2,000	2,000	2,000	2,000	-	(2,000)
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	500	500	500	500	500	1,000	(500)
Renton	4,000	2,000	2,000	2,000	4,000	2,000	2,000	2,000	2,000	2,000	2,000	(2,000)
Seattle	-	-	-	-	-	-	-	-	-	-	-	-
Shoreline	2,000	500	2,000	2,000	2,000	1,000	1,000	1,000	1,000	1,000	-	(1,000)
Snoqualmie	500	1,000	1,000	1,000	-	-	-	-	-	-	(1,000)	-
Tacoma	6,000	4,000	4,000	4,000	6,000	4,000	4,000	4,000	4,000	4,000	2,000	(2,000)
Total Charged to Cities	**19,000**	**15,500**	**20,500**	**22,500**	**28,000**	**18,500**	**18,500**	**18,500**	**18,500**	**18,500**	**5,500**	**(9,500)**
Paid to Seattle												
Capital Recovery Paymen	(19,000)	(15,500)	(20,500)	(22,500)	(28,000)	(18,500)	(18,500)	(18,500)	(18,500)	(18,500)	(5,500)	9,500
Total Capital Recovery	**(19,000)**	**(15,500)**	**(20,500)**	**(22,500)**	**(28,000)**	**(18,500)**	**(18,500)**	**(18,500)**	**(18,500)**	**(18,500)**	**(5,500)**	**9,500**
Capital cost Recovery	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

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

Contract Updates

June 4, 2026

CONTRACT UPDATES

Tamazari Contract

- Project Manager extended to 2028

City of Seattle – Information Technology Services

- Email, messaging, and SharePoint 2026-2031

FileLocal

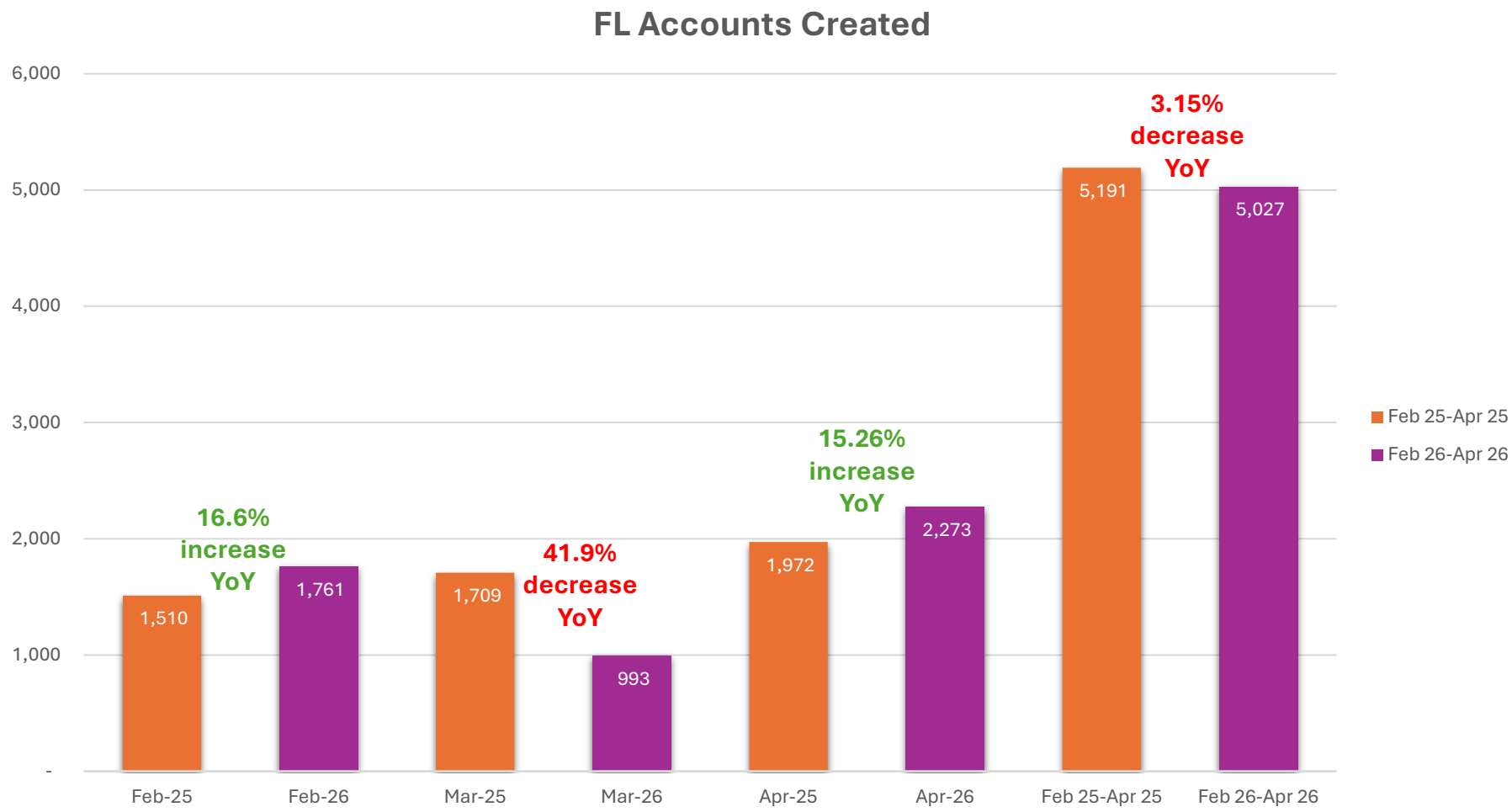
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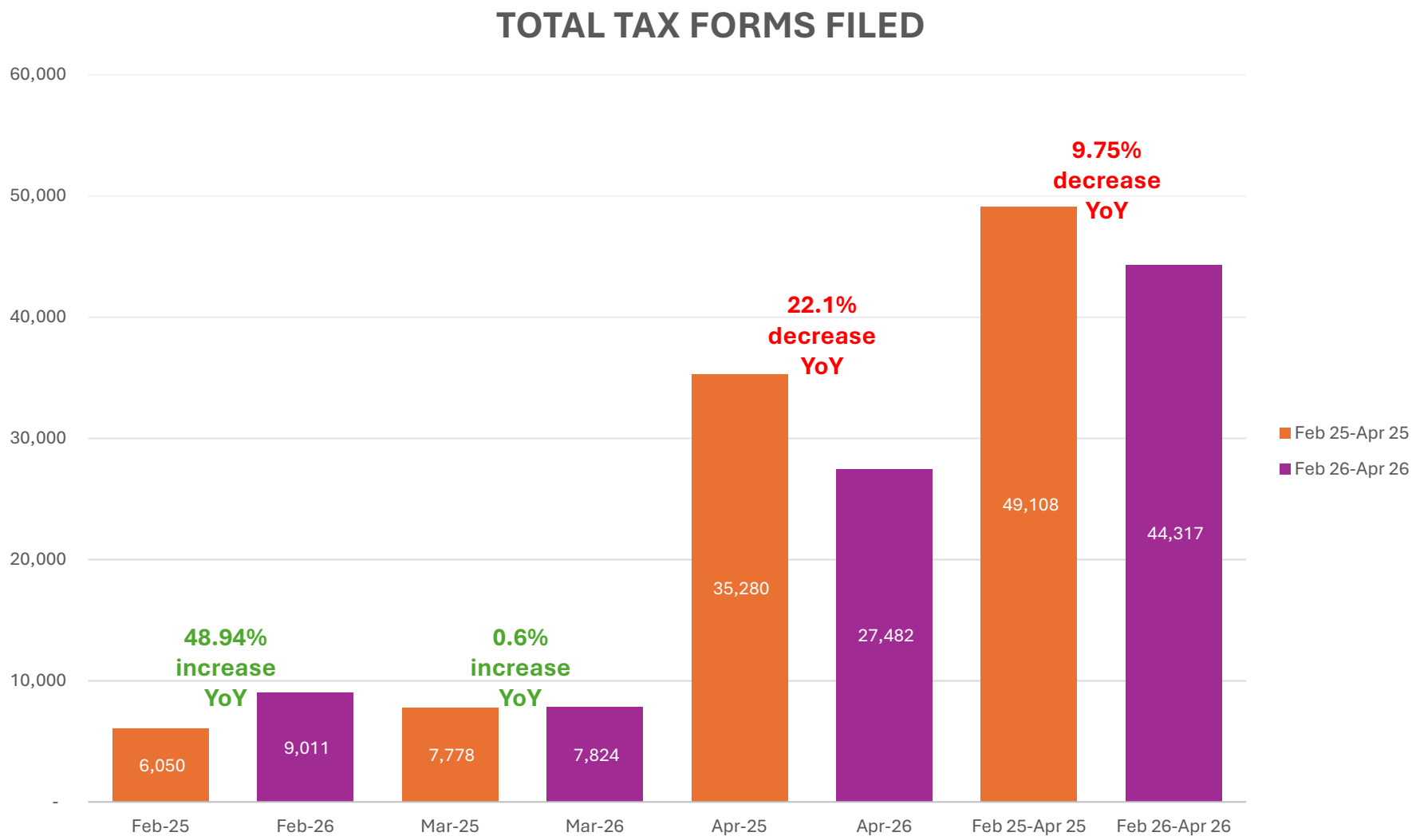
Operational Performance Report

June 4, 2026

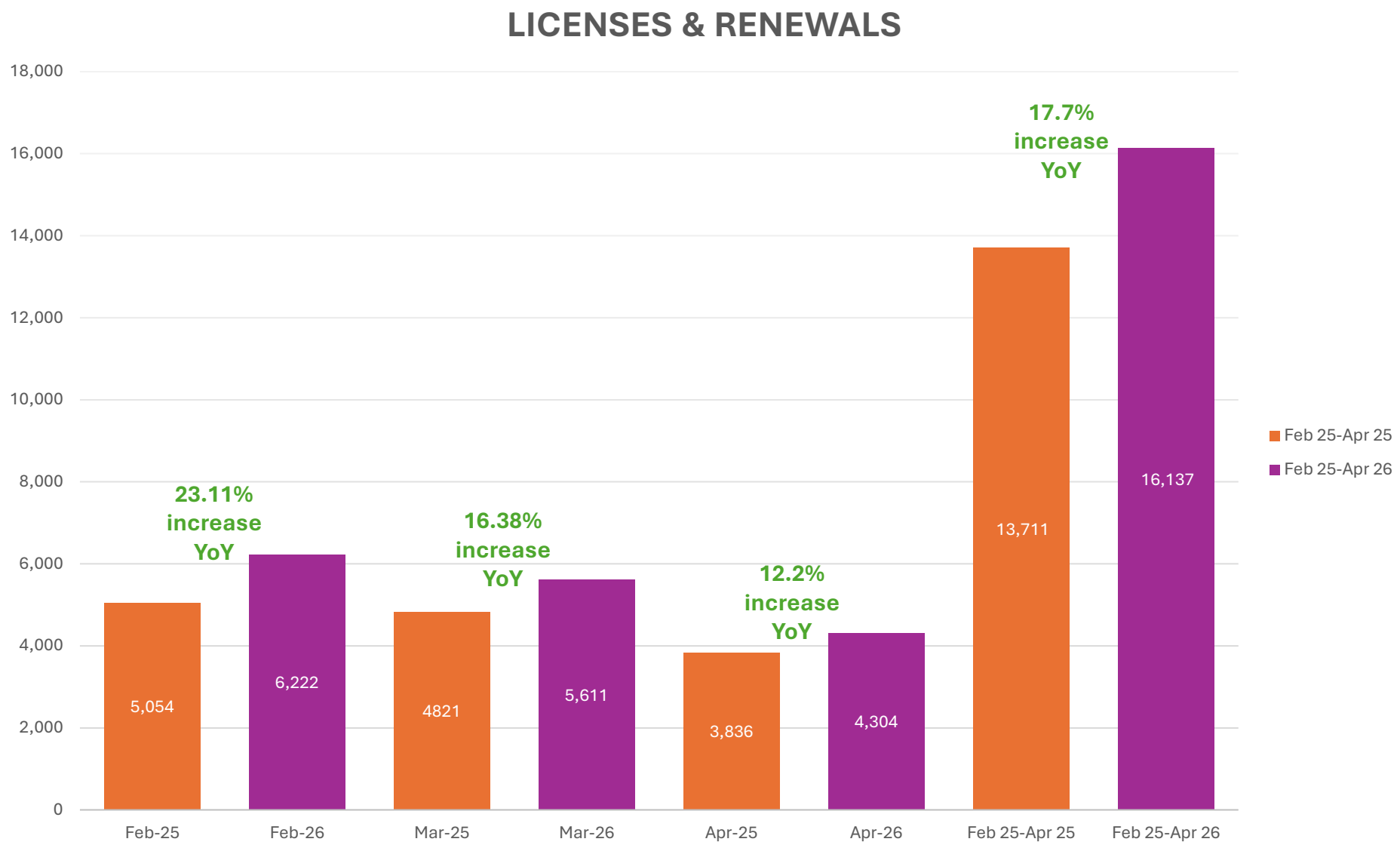
Accounts Created



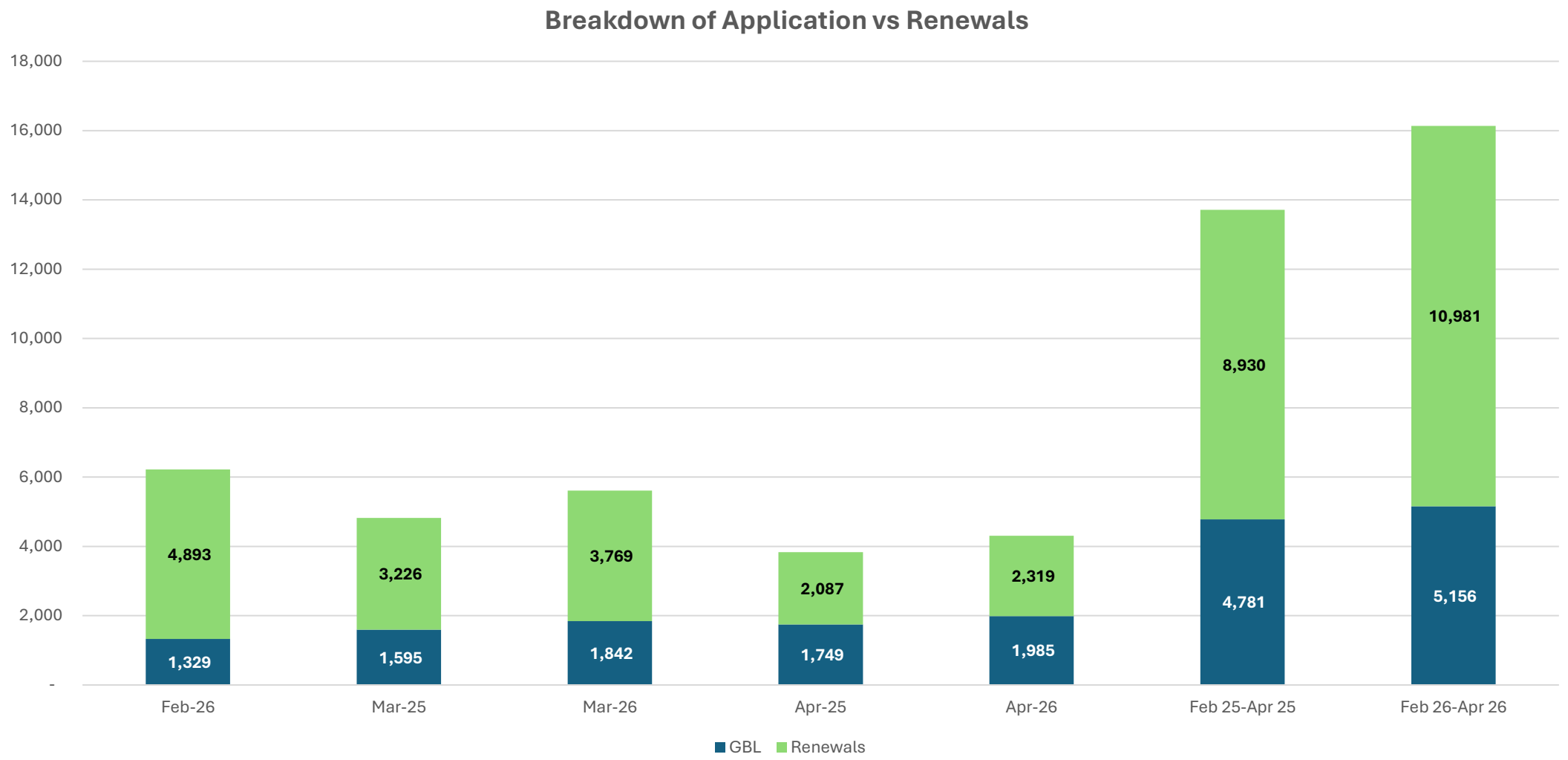
Tax Forms Filed



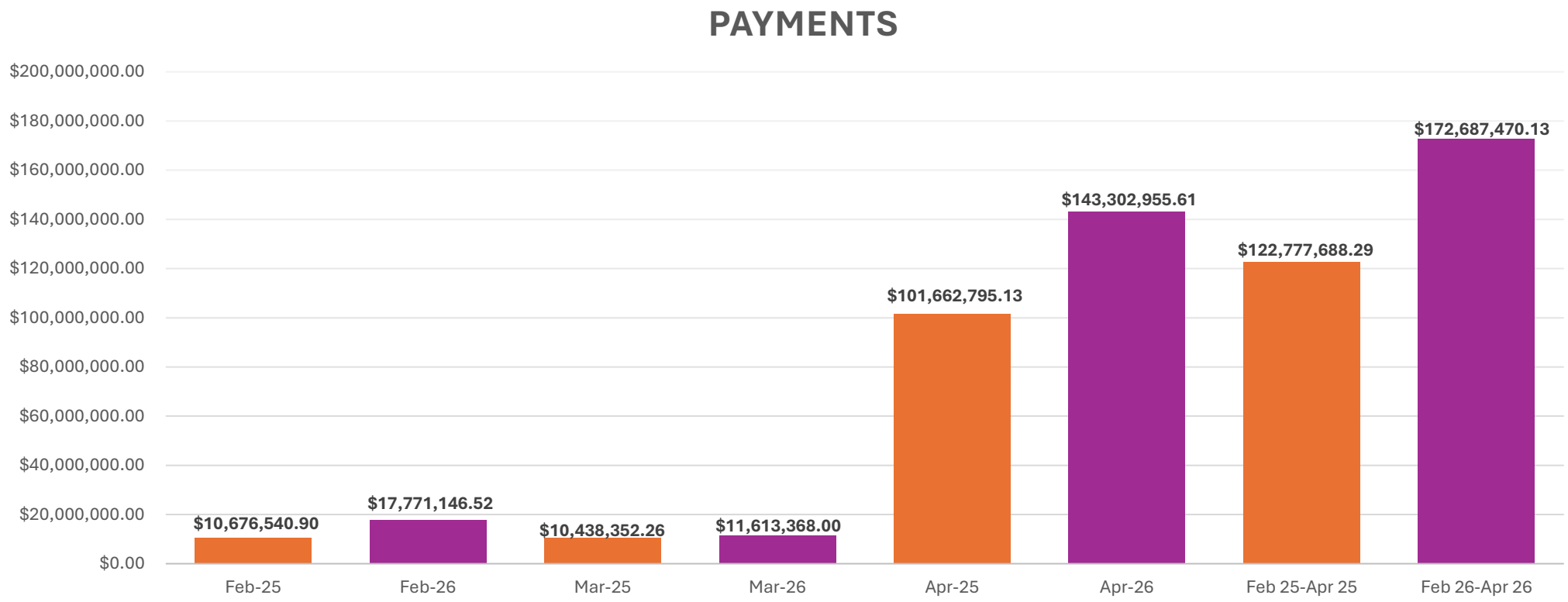
Licenses and Renewals



Licenses and Renewals



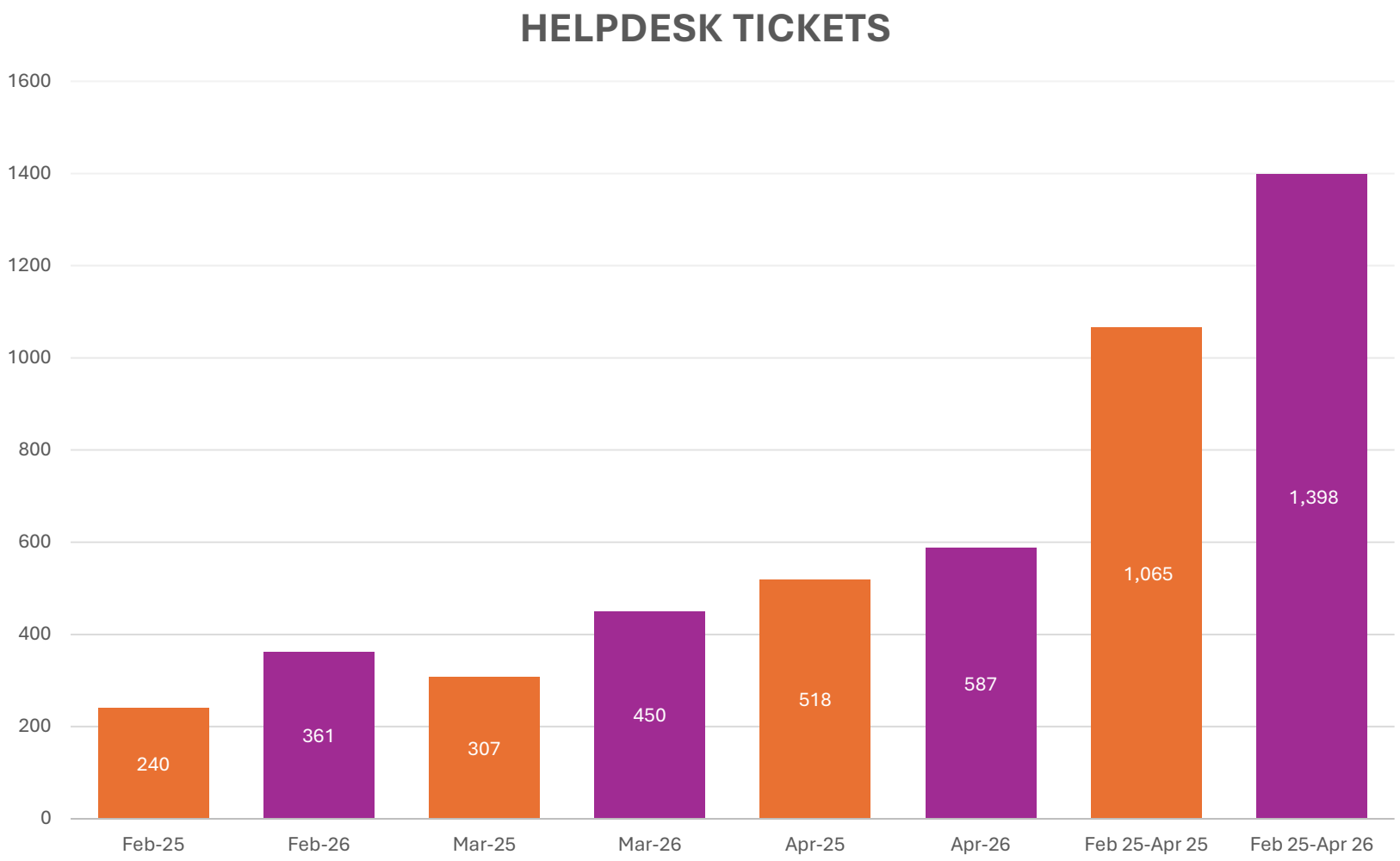
Payments


PAYMENTS
$200,000,000.00
$180,000,000.00
$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
$10,676,540.90
$17,771,146.52
$10,438,352.26
$11,613,368.00
$101,662,795.13
$143,302,955.61
$122,777,688.29
$172,687,470.13
Feb-25
Feb-26
Mar-25
Mar-26
Apr-25
Apr-26
Feb 25-Apr 25
Feb 26-Apr 26

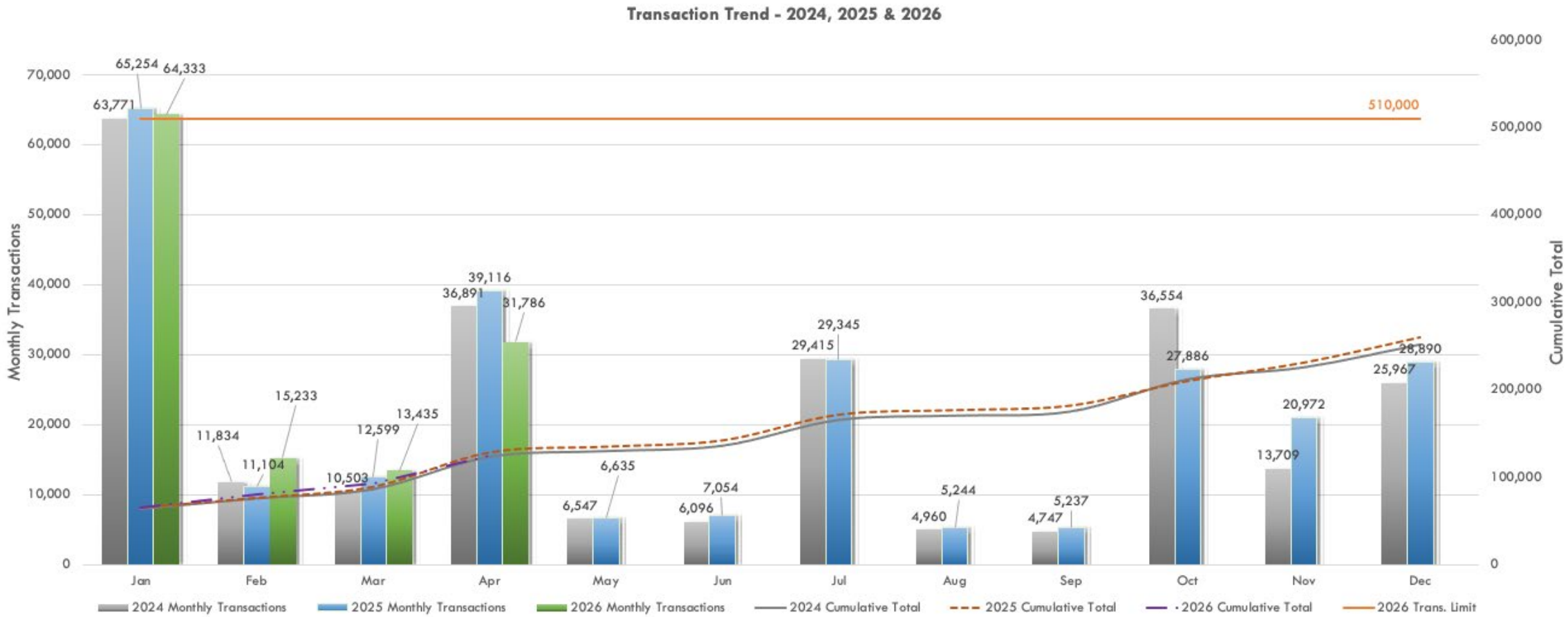
Help Desk Calls

Top 5 Categories (2026)

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



Transactions



Vendor Warrant List – 1st Quarter 2026

June 4, 2026

FileLocal
Quarterly Warrant List
3/31/2026

Vendor Name	Payments for Current Quarter	Payments Year-To-Date
Association of Washington Cities	300	300
Avenu	308,000	308,000
Doodle AG	587	587
Francis & Company	4,046	4,046
Leviathan	7,256	7,256
Madrona Law Group, PLLC	3,944	3,944
Seattle	74,629	74,629
Tamazari, Inc.	34,870	34,870
Washington cities insurance authority	5,172	5,172
Wells Fargo	31	31
	438,835.00	438,835.00