



City of McCleary

STAFF REPORT

To:	Mayor and Council
From:	Julie Pope, Clerk-Treasurer
Date:	8/12/2026
Department:	Finance

Mayor and Council,

Excise Tax Refund

I would like to express my sincere appreciation to Toni Aubuchon for her hard work in amending our Excise Tax Returns. Through her careful review and correction of returns for calendar years 2022 through 2026, the organization received a refund totaling \$7,660.09, of which \$1,116.00 was interest. The largest portion of the refund was related to the 2022 tax year. Toni's attention to detail and commitment to accuracy were instrumental in achieving this positive outcome.

Council Discussion:

- 1. Ordinance to create a new fund for the Community Center:** This ordinance creates a new fund to better track the revenue and expenditures for the community center. It would be a committed fund which means the monies collected can only be spent on the maintenance and repair of the community center.
- 2. Resolution for Community Center Rental Fees:** This resolution updates the fees to rent the community center. Currently, our fees are \$150. We are proposing the fees go to \$200. For McCleary resident funerals and celebrations of life we are proposing a \$100 fee.
- 3. Street Fund Transfers/Allocations:** Historically the City would allocate 10% of property tax received to the street fund and would also transfer money from the general fund to the street fund. 2023 was the last year the city allocated property taxes. This year we have budgeted \$59,398 in transfers but in 2023, there was only \$2,750 in transfers and none for 2024 and 2025. I would like to create a policy that would direct the Clerk-Treasurer to either do either or both of these.
- 4. Business License Ordinance and Fee Resolution:** For discussion at the next council meeting, I will be bringing forward an ordinance to authorize business licenses within the City of McCleary along with a proposal fee resolution.

Respectfully,

Julie Pope
Clerk-Treasurer