



City of McCleary

STAFF REPORT

To:	Mayor and Council
From:	Julie Pope, Clerk-Treasurer
Date:	10/08/2026
Department:	Finance

Mayor and Council,

Council Workshop

Prior to the regular Council meeting, we will be holding a Council workshop.

WCIA will be on-site to provide a presentation titled **“Council Do’s and Don’ts.”** The presentation will cover important information, guidance, and best practices for serving as a City Councilmember.

CETA Audit

On October 1, the State published its findings from the City’s 2019–2024 CETA audit. The City received three findings.

We are working closely with the Washington State Department of Commerce, with assistance from Mason County PUD, to address the findings and take the necessary steps to ensure compliance moving forward.

2024-2025 Accountability and Financial Audit

Beginning in November, the City will begin its biennial Accountability and Financial Audit with the Washington State Auditor’s Office. Nakisha and I will be working closely with the Auditor’s Office throughout the process to provide the requested information and help ensure the audit proceeds as smoothly and efficiently as possible.

State Municipal Court Payments

During a review of our financial reports as part of the budget preparation process, I discovered that the City has not been remitting the State’s portion of municipal court fines since October 2024.

We are currently calculating the outstanding amount owed. I will be contacting the State to discuss the past-due balance and work toward establishing a payment arrangement. We are also reviewing our internal processes to ensure these payments are made timely going forward.

Grays Harbor County District

The City currently contracts with Grays Harbor County District Court for municipal court services. This agreement has been in place since November 2014.

The District Court recently submitted a request to the Board of County Commissioners to terminate the agreement. District Court indicated that staffing shortages and the current contract rates have made it difficult to continue providing these services under the existing agreement.

The Board of County Commissioners has asked the District Court to negotiate updated rates with the City before moving forward with termination. I have reached out to the County to begin those discussions and will keep the Council informed as this process moves forward.

2027 Budget

The preparation of the 2027 budget is taking a little longer than anticipated. I am nearly finished with the draft General Fund budget and am currently reviewing the figures to ensure the estimates are accurate and reasonable.

At the next Council meeting, we will present a draft 2027 budget to the Council, along with a Public Hearing on Revenues. If the Council would like, we can also hold a budget workshop prior to the regular meeting to review the proposed budget in greater detail and address any questions.

Respectfully,

Julie Pope
Clerk-Treasurer