



City of McCleary

STAFF REPORT

To:	Mayor Miller and City Council Members
From:	Ann-Marie Zuniga, Clerk-Treasurer
Date:	April 12, 2023
Department:	Finance and Administration

Our portion of the two-year audit (for 2020-2021) by the State Auditor is almost completed and we are waiting for their written report.

Starting in April we will be processing our mail in-house thus saving the city more than \$600 each month in pick-up costs from Enterprise Services. We purchased a Pitney Bowes postage machine that will be paid for with these savings in around 5 months.

Nellie has been busy bringing the City into compliance for document retention. She has done an outstanding job organizing all of the file, some of which need to be retained for 100 years!

It is with sadness that I make my official announcement that this will be my last council meeting as I have resigned and Tyson Ryder, if confirmed, will be taking my place as Clerk-Treasurer. This was not an easy decision and every attempt is being made to transfer as much knowledge as possible before my departure. I will be staying for awhile so that the Annual Report can be completed and as many of the projects that I had planned can be at least started.

It has been an honor to work with Mayor Miller and I believe that there is no better leader for this time, in this city. My appreciation also extends to council. The voters should know they did good to have elected public officials that are good stewards of the City's finances and are working towards making McCleary a better place.

