



# McCleary Regular City Council Meeting

Wednesday, December 03, 2025 – 6:30 PM

Community Center & Zoom Meeting

## Agenda

### Join Zoom Meeting

Meeting ID: 787 855 3789

(253) 215-8782

### Call to Order/Flag Salute/Roll Call

Councilmember Jacob Simmons

Councilmember Brycen Huff, Mayor Pro Tem

Councilmember Brent Schiller

Councilmember Andrea Dahl

Councilmember Keith Klimek

### Agenda Modifications/Acceptance

1. Planning Commission; Seats Open

### Public Comment - Agenda Items Only

2. Public comment is limited to a maximum of three minutes per person. Please refrain from interrupting the speaker. Your comments should be respectful and courteous. Please note that this is for comment only, and the council or staff cannot engage in conversations with the public.

### Consent Agenda

- [3.](#) Claims Agenda

The following items are distributed to Councilmembers in advance for study and review, and the recommended action will be accepted in a single motion.

Any item may be removed for further discussion if requested by a Councilmember.

i. Approval of checks/vouchers/disbursements numbers 55229 to 55268 including EFT's dated 11/15/25-11/30/25 in the amount of \$82,010.08

ii. Approval of payroll disbursement for November 20th, 2025, in the amount of \$128,972.46 (Period: 11/01/25-11/15/25)

### Updates

[Staff](#) Reports: Building Dept., Finance & Administration, Light & Power, Police Dept, Public Works, and Water & Wastewater

### New Business

- [4.](#) 2026 Budget Ordinance; First Read- No Action

### Public Hearing (s)

[2025](#) Budget Amendment #2

**Please turn off Cell Phones- Thank you**

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of McCleary is an equal opportunity provider and employer.

La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.

Discussion of 2026 Final Budget

**Ordinances and Resolutions**

- [5.](#) Ordinance #897 2025 Budget Amendment #2; Second Read- Requesting Action.
- [6.](#) Amendment to Resolution #782- Change of Government

**Council Comments**

**City Administrator Comments**

**Public Comment - City Business Only**

7. Public comment is limited to a maximum of three minutes per person. Please refrain from interrupting the speaker. Your comments should be respectful and courteous. Please note that this is for comment only, and the council or staff cannot engage in conversations with the public.

**Executive Session**

8. Per RCW 42.30.110 (1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, litigation, or potential litigation.

**Adjourn**

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# WARRANT/CHECK REGISTER

City Of McCleary

Time: 12:51:26 Date: 12/02/2025

Item 3.

11/15/2025 To: 11/30/2025

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
5405	11/20/2025	Claims	1	EFT	Bonneville Power Administration		To correct payment date
5406	11/18/2025	Claims	1	EFT	City of McCleary	12,127.85	Oct 2025 utilities
5468	11/24/2025	Claims	1	EFT	Assured Data Protection	2,100.00	Oct 2025 data protection
5469	11/24/2025	Claims	1	EFT	Department of Revenue	15,996.65	Oct 2025 Excise Tax
5470	11/24/2025	Claims	1	EFT	Umpqua Bank	3,280.01	Amazon - heater control for ranger; CMC - CDL physical; Dollar General - filter press overspray; Amazon - filters for heat pump; Altec - 50 ft bucket truck part; Altec - 60 ft bucket truck part; Altec
5471	11/24/2025	Claims	1	EFT	Wex Bank	3,647.17	Fuel Oct 2025
5409	11/21/2025	Claims	1	55229	ALS Environmental	1,150.00	Biosolids testing
5410	11/21/2025	Claims	1	55230	Aberdeen Office Equipment	2,741.65	2026 Calendars; Utility billing paper and printed envelopes
5411	11/21/2025	Claims	1	55231	Altec Industries Inc	6,544.69	Annual testing DOT - TA50 bucket truck; Annual testing DOT - TA60 bucket truck; Annual testing DOT - D2050 line truck
5412	11/21/2025	Claims	1	55232	Amazon Capital Svcs.	358.03	Outlet and faucet locking covers; Key tags; 3 ring binders; Report covers, office supplies; Oil for snow plows and floor paint for transit restrms; Docking station, key board, clock; Replacement part;
5413	11/21/2025	Claims	1	55233	Anixter Inc. (Wesco)	4,694.14	Electrical conduit
5414	11/21/2025	Claims	1	55234	Bayview Building Material	404.83	Mix fuel for chain saws; Floor painting supplies for Fire Dept; Pins for fire dept stoppers; Hose clamps, vinyl tubing 10ft; Nut driver for hose clamps, cleaner; Cleaning supplies for park and transit
5415	11/21/2025	Claims	1	55235	Cascade Natural Gas	21.20	ACCT: 748 575 0898 5
5416	11/21/2025	Claims	1	55236	Cascade Natural Gas	21.20	ACCT: 114 241 0000 3
5417	11/21/2025	Claims	1	55237	Cascade Natural Gas	21.20	ACCT: 334 241 0000 7
5418	11/21/2025	Claims	1	55238	CenturyLink	110.17	ACCT: 300529719
5419	11/21/2025	Claims	1	55239	Scott & Lisa Clark	1,250.00	Air source heat pump conversion - RHVHS14488
5420	11/21/2025	Claims	1	55240	Comcast	106.17	ACCT: 8498 37 009 0035840
5421	11/21/2025	Claims	1	55241	Comcast	115.39	ACCT: 8498 37 009 0136911
5422	11/21/2025	Claims	1	55242	Comcast	1,336.39	Phone/internet OCT 2025
5423	11/21/2025	Claims	1	55243	Crystal Springs	150.47	Water cooler rentals
5424	11/21/2025	Claims	1	55244	Darren Parse	130.00	Court interpreter services
5425	11/21/2025	Claims	1	55245	Ferguson Waterworks #3516	272.62	Lower stem rod for hydrant
5426	11/21/2025	Claims	1	55246	Gordon's Select Market	54.27	Bottled water; Bottled water; Bottled water; Bottled water; Bottled water
5427	11/21/2025	Claims	1	55247	Grainger	229.21	Toilet paper rolls; Batteries
5428	11/21/2025	Claims	1	55248	Gray & Osborne Inc	5,153.96	2025 Roadway Treatment; WWTP chiller, Sibbett subdivision, Ash st. water main
5429	11/21/2025	Claims	1	55249	Grays Harbor Communications	1,586.13	December 2025
5430	11/21/2025	Claims	1	55250	Hach Company	161.94	Water testing supplies
5431	11/21/2025	Claims	1	55251	Harbor Disposal Co.	29.70	Treatment plant
5432	11/21/2025	Claims	1	55252	Harbor Disposal Co.	152.34	City of McCleary
5433	11/21/2025	Claims	1	55253	Harbor Disposal Co.	223.12	Community Center
5434	11/21/2025	Claims	1	55254	Harbor Disposal Co.	146.11	Treatment plant
5435	11/21/2025	Claims	1	55255	Harbor Disposal Co.	861.16	City of McCleary

# WARRANT/CHECK REGISTER

City Of McCleary

Time: 12:51:26 Date: 12/02/2025  
Page: 2

Item 3.

11/15/2025 To: 11/30/2025

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
5436	11/21/2025	Claims	1	55256	JW Maintenance	473.72	Head lights and transmsn fluid for 7 yd
5437	11/21/2025	Claims	1	55257	LeMay Mobile Shredding	109.90	City hall shredding; Police dept shredding
5438	11/21/2025	Claims	1	55258	May, Ersel	170.10	Medicare reimbursement
5439	11/21/2025	Claims	1	55259	Montesano Farm And Home	24.00	Fork lift LP gas
5440	11/21/2025	Claims	1	55260	Montesano NAPA-PW	99.21	Fuel filter, oil filter, oil for mini excavator; Air filter for excavator
5441	11/21/2025	Claims	1	55261	Purchase Power	1,009.75	ACCT: 8000-9090-1132-0731
5442	11/21/2025	Claims	1	55262	Right! Systems, Inc.	5,814.26	Original invoice SI-193351 short paid by 9 cents.; IT services
5443	11/21/2025	Claims	1	55263	Rohlinger Enterprises Inc	456.56	Linemen gloves, blankets, linehose and supplies
5444	11/21/2025	Claims	1	55264	Sound Publishing, Inc.	2,020.24	Bid for poles; RFQ for Oak to Simpson; Public hearing notice for 10.22.25; Public hearing notice for 11.19025; Pubic hearing for annexation 12.03.25
5445	11/21/2025	Claims	1	55265	Vestis	58.92	Rugs svcs; Rug svcs
5446	11/21/2025	Claims	1	55266	Washington State Auditor's Office	285.15	Energy compliance attestation 2019 - 2024
5447	11/21/2025	Claims	1	55267	Water Management Labs Inc	508.00	Water testing; Water testing
5448	11/21/2025	Claims	1	55268	Younglove & Coker	5,802.50	Employment M. Rabe; Employment J. Dunn; Overpayment of invoice 4698 (fw to 4954); OCT 2025 prosecution; OCT 2025 services
001 Current Expense						15,372.06	
102 Street Fund						2,628.60	
401 Light And Power Fund						33,592.41	
405 Water Fund						11,352.27	
407 Sewer Fund						18,069.64	
409 Storm Water Fund						801.14	
413 Ambulance Fund						193.96	
						<hr/>	
						82,010.08	Claims: 82,010.08

# WARRANT/CHECK REGISTER

City Of McCleary

Time: 12:51:26 Date: 12/02/2024  
Page: 3

11/15/2025 To: 11/30/2025

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
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WE, the members of the City Council of the City of McCleary Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for the payment by the City of McCleary City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

## ATTEST:

X \_\_\_\_\_  
Councilmember Simmons

X \_\_\_\_\_  
Councilmember Huff

X \_\_\_\_\_  
Councilmember Schiller

X \_\_\_\_\_  
Councilmember Dahl

X \_\_\_\_\_  
Councilmember Klimek

# WARRANT/CHECK REGISTER

City Of McCleary

Time: 13:47:58 Date: 12/02/2025 Item 3.

11/06/2025 To: 11/20/2025

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
5097	11/06/2025	Payroll	1	EFT		53.64	ODD DEBAKKER - normal payroll
5165	11/06/2025	Payroll	1	EFT	EFTPS	32,579.14	941 Deposit for Pay Cycle(s) 11/05/2025 - 11/05/2025; 941 Deposit for Pay Cycle(s) 11/06/2025 - 11/06/2025; 941 Deposit for Pay Cycle(s) 11/05/2025 - 11/05/2025
5230	11/07/2025	Payroll	1	EFT	Department of Retirement - Def Comp	2,536.53	Pay Cycle(s) 11/05/2025 To 11/05/2025 - DRS Def Comp; Pay Cycle(s) 11/05/2025 To 11/05/2025 - DRS Def. Comp. ROTH
5231	11/07/2025	Payroll	1	EFT	Department of Retirement Systems	10,362.30	Pay Cycle(s) 11/05/2025 To 11/05/2025 - PERS 2; Pay Cycle(s) 11/05/2025 To 11/05/2025 - PERS 3; Pay Cycle(s) 11/05/2025 To 11/05/2025 - LEOFF II
5362	11/20/2025	Payroll	1	EFT		2,087.62	November 01-15, 2025
5363	11/20/2025	Payroll	1	EFT		2,539.25	November 01-15, 2025
5364	11/20/2025	Payroll	1	EFT		2,973.54	November 01-15, 2025
5365	11/20/2025	Payroll	1	EFT		45.84	November 01-15, 2025
5366	11/20/2025	Payroll	1	EFT		1,691.25	November 01-15, 2025
5367	11/20/2025	Payroll	1	EFT		53.64	November 01-15, 2025
5368	11/20/2025	Payroll	1	EFT		297.89	November 01-15, 2025
5369	11/20/2025	Payroll	1	EFT		1,202.22	November 01-15, 2025
5370	11/20/2025	Payroll	1	EFT		2,213.90	November 01-15, 2025
5371	11/20/2025	Payroll	1	EFT		1,517.39	November 01-15, 2025
5372	11/20/2025	Payroll	1	EFT		45.84	November 01-15, 2025
5373	11/20/2025	Payroll	1	EFT		2,106.16	November 01-15, 2025
5374	11/20/2025	Payroll	1	EFT		45.55	November 01-15, 2025
5375	11/20/2025	Payroll	1	EFT		4,719.37	November 01-15, 2025
5376	11/20/2025	Payroll	1	EFT		3,595.49	November 01-15, 2025
5377	11/20/2025	Payroll	1	EFT		115.20	November 01-15, 2025
5378	11/20/2025	Payroll	1	EFT		3,677.87	November 01-15, 2025
5379	11/20/2025	Payroll	1	EFT		275.08	November 01-15, 2025
5380	11/20/2025	Payroll	1	EFT		2,856.17	November 01-15, 2025
5381	11/20/2025	Payroll	1	EFT		3,222.42	November 01-15, 2025
5382	11/20/2025	Payroll	1	EFT		3,329.16	November 01-15, 2025
5383	11/20/2025	Payroll	1	EFT		1,664.10	November 01-15, 2025
5384	11/20/2025	Payroll	1	EFT		88.89	November 01-15, 2025
5385	11/20/2025	Payroll	1	EFT		2,406.46	November 01-15, 2025
5386	11/20/2025	Payroll	1	EFT		2,158.83	November 01-15, 2025
5387	11/20/2025	Payroll	1	EFT		2,025.22	November 01-15, 2025
5388	11/20/2025	Payroll	1	EFT		1,085.73	November 01-15, 2025
5389	11/20/2025	Payroll	1	EFT		3,595.09	November 01-15, 2025
5390	11/20/2025	Payroll	1	EFT		44.76	November 01-15, 2025
5391	11/20/2025	Payroll	1	EFT		45.55	November 01-15, 2025
5392	11/20/2025	Payroll	1	EFT		322.60	November 01-15, 2025
5393	11/20/2025	Payroll	1	EFT		2,531.43	November 01-15, 2025
5394	11/20/2025	Payroll	1	EFT		3,308.91	November 01-15, 2025
5395	11/20/2025	Payroll	1	EFT		2,409.01	November 01-15, 2025
5401	11/20/2025	Payroll	1	EFT	EFTPS	23,143.42	941 Deposit for Pay Cycle(s) 11/20/2025 - 11/20/2025

001 Current Expense	49,580.78
102 Street Fund	1,384.02
401 Light And Power Fund	52,783.67
405 Water Fund	11,866.81
407 Sewer Fund	10,564.84
409 Storm Water Fund	2,658.15

WARRANT/CHECK REGISTER

City Of McCleary

Time: 13:47:58 Date: 12/02/2024  
Page: 2

Item 3.

11/06/2025 To: 11/20/2025

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
		413 Ambulance Fund				134.19	
						128,972.46 Payroll:	128,972.46

WE, the members of the City Council of the City of McCleary Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for the payment by the City of McCleary City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

ATTEST:

X \_\_\_\_\_  
Councilmember Simmons

X \_\_\_\_\_  
Councilmember Huff

X \_\_\_\_\_  
Councilmember Schiller

X \_\_\_\_\_  
Councilmember Dahl

X \_\_\_\_\_  
Councilmember Klimek



## City of McCleary: **STAFF REPORT**

<b>To:</b>	Mayor Miller and City Council Members
<b>From:</b>	Dalyn Davis
<b>Date:</b>	Dec. 1st, 2025
<b>Department:</b>	Building Permitting/Conservation Program/Public Works

Good evening, Mayor, and Council,  
I wanted to take a moment to provide an update on some crucial matters that have been unfolding in the city of McCleary.

### **Complaints:**

Code Enforcement matters include: **8.16.20 (4)(6)(7)(8)(11)(13)(15)(16)(25)**

A request was sent for the 2<sup>nd</sup> citation regarding case number 25-0001 on 11/5/25. Nuisance was abated regarding case 25-0060, and a thank-you letter was sent. Comments regarding case number 25-0006, further discussion is needed for compliance (4). Need more details from the city attorney on how to proceed.

### **Building Department**

<b>ACTIVITY</b>	<b>TOTAL</b>	<b>Notes</b>
Customer Service	15	
Building Permits Issued	0	
Plan Reviews	0	
Inspections Performed	13	
Complaints Received	0	
Code Violations Identified	2	Code 8.16.020 (4)(6) (7c)(8)(11)(13-1)(15)(20)(25)
Communications	2	Courtesy notices were issued regarding nuisances.
Nuisance Letters Sent	2	
Thank you, Compliance Letters	4	
Lemay's Garbage Letters Sent	0	

### **Conservation Program**

<b>Month</b>	<b>Applications Received</b>	<b>Conservation Permits Issued</b>	<b>Rebates Paid This Month</b>	<b>Total Rebates Paid to Date</b>
Nov.	1	0	\$1250	\$13,569.80



# City of McCleary

## STAFF REPORT



<b>To:</b>	Mayor and Council
<b>From:</b>	Jamie Vinyard, Clerk-Treasurer
<b>Date:</b>	December 2, 2025
<b>Department:</b>	Finance & Administration

### **Finance & Administration:**

We have four open, extended, public records requests that we are researching and working to fulfill.

We are looking forward to hosting the Attorney Generals Office for a Public Records Boot Camp in McCleary next week.

We are staying busy preparing for the year end, continuing negotiation meetings, and a second budget workshop. Please be on the lookout for any time sensitive communications that may be coming from your McCleary Administration as we approach year end with deadlines and due dates. Your support is very much appreciated.

We are excited for Christmas in McCleary this weekend.

Happy Holidays!

Jamie Vinyard  
Clerk-Treasurer

# City of McCleary

## STAFF REPORT



<b>To:</b>	Mayor Elect Huff and Council
<b>From:</b>	Paul Nott
<b>Date:</b>	11/25/2025
<b>Department:</b>	Light and Power

Hello All,

Since our last report the crew has responded to 4 outages, replaced a couple more poles, and general maintenance. This week and next we will be prepping and hanging the Christmas decorations throughout town and decorating the train in the park.

The outages this month were, a bald eagle flew into the primary on Larson Road knocking out the power, 2 different trees at different times fell into the primary on County Line Rd and a faulty connector that fed McConkey Rd. On the McConkey Road outage we were able to contact the customers who have opted for OUTIFI and let them know that we needed to have an outage to make the repair.

Poles that are being replaced are old poles and this work is improving our infrastructure.

Once again storm season is right around the corner. We would like to encourage everyone to be prepared for power outages before they occur and please practice power outage safety.

If anyone has any questions or concerns, feel free to contact us...

Paul

# City of McCleary

## STAFF REPORT



<b>To:</b>	City Council
<b>From:</b>	Chief Ryan Miskell
<b>Date:</b>	December 2025
<b>Department:</b>	Police Department

### Department Report:

- Audits:  
The Police Department has completed both its departmental audit and technical audit. The results were positive, and all identified items requiring correction are currently being addressed.
- Grant:  
We submitted a grant application for two new radar units, one vehicle-mounted radar and one handheld radar.
- New Hire:  
Ed Owen has been hired to fill our vacant patrol position, and his first day of duty will be December 3rd. Although Ed is joining us as an entry-level officer, he has completed the police academy and brings prior law enforcement experience. After a gap in service, he will attend a two-week academy refresher course. Ed's life experience and background will make him a valuable asset to the department and the community.

Chief Ryan Miskell

# City of McCleary

## STAFF REPORT



<b>To:</b>	Mayor and Council
<b>From:</b>	Jenna Jarvis, Public Works Field Foreman
<b>Date:</b>	December 2, 2025
<b>Department:</b>	Public Works

Hello everyone!

The Public Works department has initiated our annual winter preparations. Two of the three plows have been attached and ready to go. We will attach the third plow if we see there is a big snow event coming our way. Our sander has also been loaded and ready to go. Cross training will continue for newer staff to ensure coverage for plowing/sanding and emergency response.

The Public Works crew has also been supporting the Fire Department in meeting L&I compliance requirements. We have added nonslip surfaces for when they enter and exit the trucks. We have also added the same surface in the living quarters for a more updated and sanitary area. We have also started on some bathroom remodel work moving the bathroom door from the living quarters to then entering from the shop. When the old vinyl was taken out, we discovered that the toilet had been leaking. Once we are done painting in the bathroom, we will install the toilet, dough nut, and flange.

Have a wonderful day!

-Jenna Jarvis



# City of McCleary

## STAFF REPORT

<b>To:</b>	Mayor Miller and City Council
<b>From:</b>	Kevin Trehwella
<b>Date:</b>	December, 2025
<b>Department:</b>	Water and Wastewater

### Water and Wastewater:

More rain than we have seen recently, which increases flow to the WWTP, has caused us to make changes to operations. Thanks to an experienced operations team, we can keep the WWTP working smoothly.

The Water Treatment plant has now been operational for 12 years. We have some small, yet important, preventative maintenance and repairs coming up, this will keep the wells operating without unplanned interruption. New ethernet cable between well houses installed December 01, 2025.

*Have a Great Holiday Season!*

Kevin Trehwella

## ORDINANCE NO. 898

### AN ORDINANCE AN ORDINANCE ADOPTING A BUDGET FUNDING THE OPERATIONS OF THE CITY OF McCLEARY FOR THE CALENDAR YEAR 2026.

#### R E C I T A L S:

**WHEREAS**, with the aid of the City staff, the Mayor and City Council have undertaken a review of the anticipated expenditures which are necessary to fund the operation of the City during the year 2026. At the same time, City Staff, the Mayor and City Council have undertaken a review of the revenue projections for the same period; and

**WHEREAS**, during the course of this review, the Council and Mayor received a draft budget from the City Clerk which contained an extensive analysis of the anticipated fiscal needs for each city department for 2026; and

**WHEREAS**, over the last weeks, the Council and Mayor have held a series of workshops which have been open to the Public so as to insure the maximum amount of public input. This has involved receiving information from each of the department heads as to the operational activities of their departments; and

**WHEREAS**, in addition to the public workshops, the course of the review had included all statutorily required public notices having been given and hearings held; and

**WHEREAS**, prior to the finalization of the 2026 budget, the Council has adopted and the Mayor has signed an ordinance establishing the authorized level of taxation on real property within the City; and

**WHEREAS**, prior to the finalization of this budget, the Council adopted and thereafter the Mayor signed an ordinance establishing the authorized level of taxation on real property within

the City. A certified copy of that ordinance has been delivered to the appropriate County officials by the Clerk-Treasurer; and

**WHEREAS**, after a final review by the elected officials and staff, it has been determined by the Council that the best interests of the Citizens and this City are served by the adoption of a budget as set forth upon Attachment “A,” and

**WHEREAS**, the budget as set forth is projected to be balanced in terms of both income and expenditures;

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF MCCLEARY, THE MAYOR CONCURRING:

**SECTION 1:** That chart of funds attached hereto as *Attachment A*, being incorporated by this reference, showing projected expenditures and income shall constitute and is hereby adopted as the budget for the City of McCleary for the year 2026.

**SECTION 2:** A full and complete budget document showing in detail the revenues and expenditures, and wages and salaries anticipated and/or made pursuant to the provisions of Section I of this Ordinance is on file with the Office of the Clerk-Treasurer, City of McCleary, and shall be available to any interested citizen during the regular business hours of the City and also shall be posted upon the City's website. The Clerk-Treasurer shall further take such steps as are necessary to distribute information as to the budget to those governmental agencies, if any, to which such information is to be provided.

**SECTION 3: SEVERABILITY.** If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The Council hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, and phrase thereof,

irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases had been declared invalid or unconstitutional, and if for any reason this Ordinance should be declared invalid or unconstitutional, then the original ordinance or ordinances shall be in full force and effect.

**SECTION 4: CORRECTIONS.** Upon approval of the Mayor and City Attorney, the Clerk-Controller and the Code Reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors, references to other local, state, or federal laws, codes, rules, or regulations, or ordinance number and section/subsection numbering.

**SECTION 5: EFFECTIVE DATE.** This Ordinance shall take effect upon the fifth day following date of publication.

**PASSED** this \_\_\_\_ day of \_\_\_\_\_, 2025, by the City Council of the City of McCleary, and signed in authentication thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**CITY OF McCLEARY:**

\_\_\_\_\_  
Brycen Huff, Mayor Pro-Tem

**ATTEST:**

\_\_\_\_\_  
Jamie Vinyard, City Clerk-Treasurer

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Madison A. Pleasant, City Attorney



## Attachment A

### 2026 Budget Summary

Fund	Beginning Fund Balance	Revenues	Expenditures	Increase (Decrease)	Ending Fund Balance
001 - Current Expense	308,970	1,563,900	1,589,704	(25,804)	283,166
002 - Current Expense Reserve	242,614	-	-	-	242,614
102 - Street Fund	2,515	622,199	622,199	0	2,515
120 - Street Reserve	57,480	-	-	-	57,480
122 - Fire Levy LID Lift	211,901	-	211,901	(211,901)	0
301 - Real Estate Excise Tax	247,548	35,000	-	35,000	282,548
302 - Street Equipment Replacement	17,041	-	-	-	17,041
304 - Light & Power Equip Replacement	108,693	-	-	-	108,693
305 - Water Equipment Replacement	290,680	-	-	-	290,680
307 - Sewer Equipment Replacement	21,938	-	-	-	21,938
309 - Storm Equipment Replacement	21,292	-	-	-	21,292
321 - Police Equipment Replacement	4,453	-	4,453	(4,453)	(0)
322 - Fire Equipment Replacement	108,151	-	10,000	(10,000)	98,151
336 - Park & Cemetery Equip Replacement	53,643	-	-	-	53,643
401 - Light and Power	249,808	3,671,400	3,772,493	(101,093)	148,715
405 - Water	957,724	1,026,600	980,150	46,450	1,004,174
407 - Sewer	114,492	1,192,000	1,149,761	42,239	156,730
409 - Storm Water	91,099	187,300	122,595	64,705	155,804
410 - Light & Power Reserve	359,663	-	113,000	(113,000)	246,663
413 - Ambulance Fund	49,480	140,000	161,135	(21,135)	28,345
421 - Sewer Bond Reserve	12,667	143,000	142,375	625	13,292
422 - Water Reserve	501,840	-	104,000	(104,000)	397,840
423 - Sewer Reserve	6,864	-	-	-	6,864
<b>Total</b>	<b>4,040,554</b>	<b>8,581,399</b>	<b>8,983,766</b>	<b>(402,367)</b>	<b>3,638,187</b>

**To:** Mayor Chris Miller and City Council Members

**From:** Tara Dunford, CPA

**Date:** November 19, 2025

**Re:** 2025 Budget Amendment #2

**ATTACHMENTS:** Ordinance No. 897; Attachment A – Proposed Budget Amendment #2

**TYPE OF ACTION:** None. First Read.

**Discussion:**

This proposed budget amendment includes the following:

- Increase in revenues and expenditures - \$75,000 for TIB W. Maple Street project.
- Increase in revenues and expenditures - \$350,000 for TIB Otta Seal project.

## ORDINANCE NO. 897

**AN ORDINANCE OF THE CITY OF MCCLEARY, WASHINGTON, AMENDING THE 2025 ANNUAL BUDGET TO REFLECT REVISED REVENUES, EXPENDITURES, AND FUND BALANCES; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

### RECITALS:

WHEREAS, on December 18, 2024, the City Council adopted, and the Mayor approved, Ordinance No. 894 establishing the 2025 budget; and

WHEREAS, on July 9, 2025, the City Council adopted, and the Mayor approved, Ordinance No. 895 amending the 2025 budget; and

WHEREAS, during ongoing budget review, the City Council has identified necessary adjustments to better serve the City of McCleary; and

WHEREAS, the City Council has determined it is in the best interest of the City to increase the Street Fund budget by \$425,000, to be fully offset by additional revenue; and

WHEREAS, the City has provided public notice and opportunities for public input in accordance with state and local requirements, including public comment before the City Council.

NOW, THEREFORE, the City Council of the City of McCleary, Washington do ordain as follows:

SECTION 1: The 2025 Annual Budget, as adopted by Ordinance No. 894, and amended by Ordinance No. 895, is hereby amended as set forth in **Attachment A**, which is incorporated herein by reference and made part of this ordinance.

SECTION 2: SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The Council hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases had been declared invalid or unconstitutional, and if for any reason this Ordinance should be declared invalid or unconstitutional, then the original ordinance or ordinances shall be in full force and effect.

SECTION 3: CORRECTIONS. Upon approval of the Mayor and City Attorney, the Clerk-Controller and the Code Reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors, references to other local, state, or federal laws, codes, rules, regulations, or ordinance number and section/subsection numbering.

SECTION 4: EFFECTIVE DATE. This ordinance, being an exercise of power specifically delegated to the City legislative body, is not subject to referendum, and shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

PASSED THIS 3rd DAY OF December 2025 by the City Council of the City of McCleary and signed in approval therewith this 3rd day of December 2025.

CITY OF MCCLEARY:

\_\_\_\_\_  
BRYCEN HUFF, Mayor Pro-Tem

ATTEST:

\_\_\_\_\_  
JAMIE VINEYARD, City Clerk-Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
MADISON A. PLEASANT, City Attorney

PUBLISHED: \_\_\_\_\_

EFFECTIVE DATE: \_\_\_\_\_

**To:** Mayor Chris Miller and City Council Members

**From:** Tara Dunford, CPA

**Date:** November 19, 2025

**Re:** 2025 Budget Amendment #2

**ATTACHMENTS:** Ordinance No. 897; Attachment A – Proposed Budget Amendment #2

**TYPE OF ACTION:** None. First Read.

**Discussion:**

This proposed budget amendment includes the following:

- Increase in revenues and expenditures - \$75,000 for TIB W. Maple Street project.
- Increase in revenues and expenditures - \$350,000 for TIB Otta Seal project.

## ORDINANCE NO. 897

**AN ORDINANCE OF THE CITY OF MCCLEARY, WASHINGTON, AMENDING THE 2025 ANNUAL BUDGET TO REFLECT REVISED REVENUES, EXPENDITURES, AND FUND BALANCES; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

### R E C I T A L S:

WHEREAS, on December 18, 2024, the City Council adopted, and the Mayor approved, Ordinance No. 894 establishing the 2025 budget; and

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NOW, THEREFORE, the City Council of the City of McCleary, Washington do ordain as follows:

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SECTION 4: EFFECTIVE DATE. This ordinance, being an exercise of power specifically delegated to the City legislative body, is not subject to referendum, and shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

PASSED THIS 3rd DAY OF December 2025 by the City Council of the City of McCleary and signed in approval therewith this 3rd day of December 2025.

CITY OF MCCLEARY:

\_\_\_\_\_  
BRYCEN HUFF, Mayor Pro-Tem

ATTEST:

\_\_\_\_\_  
JAMIE VINEYARD, City Clerk-Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
MADISON A. PLEASANT, City Attorney

PUBLISHED: \_\_\_\_\_

EFFECTIVE DATE: \_\_\_\_\_

## RESOLUTION NO. 787

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MCCLEARY, GRAYS HARBOR COUNTY, WASHINGTON; AMENDING RESOLUTION NO. 782 TO REVISE THE SPECIAL ELECTION DATE TO APRIL 28, 2026.

#### R E C I T A L S:

**WHEREAS**, the City Council previously adopted Resolution No. 782, on September 24, 2025, calling for a special election to submit to the voters the question of whether the City should change its form of government from the Mayor-Council to the Council-Manager form; and

**WHEREAS**, Section 1 of Resolution No. 782 identified February 10, 2026, as the date of the special election; and

**WHEREAS**, the City Council now desires to modify the special election date to April 28, 2026;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF MCCLEARY, THE MAYOR CONCURRING:

**SECTION 1:** Section 1 of Resolution No. 782 is hereby amended to change the date of the special election from February 10, 2026, to April 28, 2026.

**SECTION 2:** All remaining sections and provisions of Resolution No. 782 shall remain in full force and effect.

**SECTION 3:** If any section, sentence, clause or phrase of this resolution should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of his resolution.



**PASSED** this 3<sup>rd</sup> day of December 2025, by the City Council of the City of McCleary, and signed in authentication thereof this 3<sup>rd</sup> day of December 2025.

**CITY OF McCLEARY:**

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Brycen Huff, Mayor Pro-Tem

**ATTEST:**

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Jamie Vinyard, City Clerk-Treasurer

**APPROVED AS TO FORM:**

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Madison A. Pleasant, City Attorney