



Treasurer  
00100.231.

## Mission Statement

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The mission of the Clallam County Treasurer's Office is to serve as a trusted steward of public funds by administering our duties with the highest standards of accuracy, transparency, and fiscal responsibility. We are committed to delivering efficient and equitable service, fostering public confidence through integrity, accountability, and consistent compliance with statutory obligations. Our goal is to support the financial stability of the County while promoting trust in local government through excellence in service delivery and prudent financial management.

## Function

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The Clallam County Treasurer serves a vital role of public trust at the heart of local government finance, acting as the official custodian and fiscal agent for the County and its subordinate districts—including school, fire, water, and other special purpose districts. In this capacity, the Treasurer's Office functions as the central banking authority for these entities, ensuring the secure and accurate receipting, investment, disbursement, and reporting of public funds.

In addition to its core fiduciary responsibilities, the Treasurer is charged with the billing and collection of property taxes and other assessments that directly fund essential public services across multiple jurisdictions. The office operates with a steadfast commitment to transparency, accountability, and efficiency in managing the financial resources entrusted to its care.

The major operational responsibilities of the County Treasurer include:

**Revenue Receipting and Accounting**

Accurately receiving and recording all incoming revenues on behalf of the County and its affiliated jurisdictions, while maintaining detailed audit trails and financial integrity.

**Tax Collection**

Administering the billing and collection of property taxes and special assessments, distributing proceeds to support critical services such as education, emergency response, and infrastructure.

**Fund Disbursement**

Ensuring timely and accurate disbursement of public funds to appropriate governmental units and vendors, in accordance with statutory and contractual obligations.

### **Cash and Investment Management**

Strategically managing short- and long-term cash flows to optimize liquidity and investment returns, while safeguarding public assets through compliant and prudent investment practices.

### **Debt Management**

Coordinating the issuance and repayment of public debt, including general obligation and revenue bonds, in collaboration with local jurisdictions—ensuring compliance with financial regulations and promoting long-term fiscal sustainability.

Through these responsibilities, the Clallam County Treasurer’s Office upholds the financial stability of local government and ensures public confidence in the stewardship of taxpayer resources.

## **Trends/Events**

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Widespread increases in the cost of services have significantly elevated the operational expenses of doing business. This inflationary pressure has not only impacted general administrative functions but has also made it increasingly challenging to recruit, retain, and adequately train qualified personnel. In response to several retirements and organizational transitions, we have made substantial investments in workforce development to cultivate a knowledgeable and competent team, ensuring continuity in service delivery and institutional expertise.

Recognizing the importance of strategic collaboration and staying attuned to industry developments, we have taken a more active role within our professional associations. This has enabled us to strengthen our networks, broaden access to shared resources, and diversify our support service offerings—positioning us to better navigate a rapidly evolving operating environment.

On the financial front, interest rates have remained relatively stable over the past 18 months. However, expectations of future rate reductions—largely driven by political and macroeconomic indicators—have influenced our investment strategy. In response, we have proactively adjusted our portfolio by expanding the range of our investment instruments and increasing both the volume and duration of our holdings. This strategic laddering approach is designed to maximize yield opportunities while maintaining prudent risk management, allowing us to capitalize on higher returns available in the current interest rate environment.

## **Goals**

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### **1. Drive Operational Efficiency and Service Optimization**

Continue to implement and adopt advanced financial and operational applications aimed at enhancing internal efficiency, transparency, and customer service. These tools are essential to maintaining fiscal discipline, improving data accuracy, and elevating the overall user experience—both internally and for external stakeholders.

**2. Expand and Integrate Digital Payment Capabilities**

Advance efforts with payment processing partners to broaden the variety of accepted payment types and enhance software integration. This initiative will streamline revenue collection processes, improve cash flow timing, and offer a more convenient, secure, and intuitive payment interface for constituents—supporting both operational excellence and financial stewardship.

**3. Modernize Investment and Debt Policy Framework**

Initiate a comprehensive update of investment and debt management policies to reflect current market conditions, regulatory expectations, and institutional priorities. This includes pursuing certification through the Government Investment Officers Association (GIOA) to validate best practices and ensure compliance with evolving fiduciary standards.

**4. Enhance Recording Capabilities Through CSC Integration**

Prepare for the integration of CSC (Certified Secure Cloud) recording solutions as they become available, with the aim of expanding our digital documentation and retention capabilities. This will increase operational resilience, support compliance efforts, and improve audit-readiness.

**5. Strengthen Institutional Expertise Through Professional Certification**

Support professional development by ensuring at least one staff member obtains the Certified Government Investment Professional (CGIP) designation. This investment in human capital will enhance our internal capacity to manage public funds prudently, aligned with industry-leading investment strategies and risk controls.

**6. Evaluate Banking Services Through Competitive Solicitation**

Continue to research and evaluate the potential issuance of a Request for Proposal (RFP) for banking services. This review will assess cost efficiency, service quality, technological capabilities, and financial institution stability, ensuring that treasury operations remain strategically aligned with institutional goals and market opportunities.

## Workload Indicators

	2023 Actual	2024 Actual	6/30/25 Actual
Real and personal property receipts #	63,674	61,859	35,650
Average daily cash receipts (\$) (Eden)			
Average daily tax receipts (\$) (PACS)	563,048	589,197	688,880
Miscellaneous receipts #	6,553	6,429	3,524
Investments (\$)	176,097,222	184,113,976	276,906,539
Warrant reconciliation items # (redeemed)	29,106	28,115	13,290
RID accounts #			
Deposited Items (checks scanned)*	34,250	32,584	15,164
Returned Items (\$28fee/ea.)*	74	107	71
Parcels paid by Mortgage Company Import*	23,729	23,786	12,090
ACI Postings (posted manually)	\$7,691	7,965	5,252
In-Office Electronic Payments *(processed manually)	\$559	772	607
Invoice Cloud Imports **2/15 soft launch and 5/15 full	\$1,278	4	NA
Public Records Requests Processed*	27	40	23
Name & Address changes complete	3,271	4,250	1,976

Individual tax statements # (all including name change)	\$42,533	44,806	39,217
Tax Statements - printed & mailed by Vendor*	\$27,752	27,858	27,780
Tax Statements - created & not mailed*	\$26,387	29,262	29,347
Tax Statements - printed & mailed in-house*	3,477	3,274	2,108
Tax Statements - created for mtg co's*	12,282	12,333	12,531
Delinquent Post Cards - printed & mailed by vendor*	6,125	4,943	2,981
Bankruptcies #	35	28	22
Real estate excise tax transactions #	2,817	2,820	1,427

\* indicates new for 2024 budget

## Grant Funding Sources

This fund does not receive any grant revenue.

## Revenues

	2023 Actual	2024 Actual	6/30/25 Actual	2026 Budget
Taxes	22,975,198	23,408,571	12,721,389	24,725,082
Licenses and Permits	224,901	258,032	100,331	198,540
Intergovernmental Revenues	5,456,804	3,975,807	3,197,642	4,464,601
Charges for Goods and Services	366,696	451,803	268,908	321,230
Fines and Forfeits*	138,188	231,364	131,503	195,000
Miscellaneous Revenues	2,945,314	3,208,276	1,482,822	2,913,851
Other Financing Sources	0	0	0	200,000
Transfers In	0	0	0	0
General Tax Support	-31,335,179	-30,720,327	-17,482,968	-32,128,052
Total	771,922	813,526	419,627	890,252

## Expenditures

	2023 Actual	2024 Actual	6/30/25 Actual	2026 Budget
Salaries and Wages	443,400	477,705	238,437	545,027
Personnel Benefits	184,340	196,355	99,506	202,891
Supplies	8,712	10,734	2,105	10,395
Other Services and Charges	135,470	128,732	79,579	131,939
Intergovernmental Services	0	0	0	0
Capital Outlays	0	0	0	0
Interfund Payments for Services	0	0	0	0
Transfers Out	0	0	0	0
Total	771,922	813,526	419,627	890,252

## Staffing

	2023 Actual	2024 Actual	6/30/25 Actual	2026 Budget
Full Time Equivalents	6.40	6.40	6.80	6.80