

**CASCADE LOCKS STAFF REPORT**

**Date Prepared:** October 27, 2025

**For City Council Meeting on:** October 27, 2025

**TO:** Honorable Mayor and City Council

**PREPARED BY:** Chantia Clarke, Finance Director and Jordon Bennett, City Administrator

**SUBJECT:** Audit Status

**CITY STRATEGIC GOALS:**

- |  |   |
|--|---|
| <input type="checkbox"/> Downtown Revitalization   | <input checked="" type="checkbox"/> Public Services   |
| <input type="checkbox"/> Communication Enhancement | <input type="checkbox"/> Affordable/Workforce Housing |
| <input type="checkbox"/> Code Improvements         |   |

**SYNOPSIS:** The audit selection requests have been submitted, and the report is still slated to be completed by the end of November. The PBC list for FY23/24 has been received by the city and currently being worked on. On Friday, October 24, 2025, Jordon and I met with the auditors to brainstorm ways to hasten the auditing process. They suggested working with Sarah Johnson who helped Hood River County with their backlog of audits. Sarah and I would work extensively together to hopefully shorten the timeline, get schedules updated and get the audit timeline to shorten.

<b>Audit FY</b>	<b>Original Due Date</b>	<b>Proposed Start Date</b>	<b>Proposed Completion Date</b>
<b>22-23</b>	12/31/2023	12/17/2024	5/30/2025 6/27/2025 8/22/2025 11/28/2025
<b>23-24</b>	12/31/2024	6/1/2025 7/1/2025 9/1/2025 12/1/2025	TBD

<b>Fiscal Year</b>	<b>Phase</b>	<b>Scheduled Completion</b>	<b>Actual completion</b>
22-23	Post Field work selections completed		8-Oct-25
22-23	Report issued	28-Nov-25	
23-24	PBC List issued	6-Oct-25	
23-24	PBC List divided	1-Dec-25	
23-24	PBC List items uploaded to Auditors	29-Jan-25	
23-24	Auditors schedule field work		
23-24	Post Field work selections sent		
23-24	Post Field work selections completed		

**CITY COUNCIL OPTIONS:** Discussion Only

**RECOMMENDED MOTION:** N/A