



MEETING MINUTES FOR REGULAR COUNCIL MEETING

Council Chambers – 1300 First Street

September 16, 2026 at 7:00 PM

FLAG SALUTE - PLEDGE OF ALLEGIANCE

CALL TO ORDER - ROLL CALL

Mayor Springer calls the meeting to order; Councilmember Skinner takes Roll Call.

PRESENT: Councilmember Kim Skinner, Councilmember Jeremy Winn, Councilmember Justin Spargo
Councilmember Steve Davis, Councilmember Sue Darcy

APPROVAL OF AGENDA

Councilmember Darcy moves to approve the agenda; Councilmember Skinner seconded.
Motion passed unanimously.

CONSENT AGENDA

Councilmember Skinner moves to approve the consent agenda; Councilmember Darcy seconded.
Motion passes

COUNCIL COMMENTS – No comments.

COMMITTEE REPORTS

Auditing & Finance – Councilmember Darcy states no meeting but will be scheduling one next week. Vouchers were reviewed.

Parks – Councilmember Winn states the meeting was cancelled due to illness; he then refers to Mayor Springer to speak on Volunteers who continue taking care of our parks. She speaks on each of the volunteers and what parks they have upkept, giving thanks and appreciation. Information about the Mill Creek Park Clean-up coming up on September 20th at 5pm. Councilmember Winn adds that the Parks Committee is continuing to work on the Comprehensive Parks Plan.

Public Safety – Councilmember Davis reports that the police chief stated our emergency calls are trending downward at the moment, the volume of traffic that travels through Cosmopolis daily, and possible traffic issues within the City if/when the bluff in Aberdeen has back-ups or other issues.

Public Works – Councilmember Darcy states PW is ramping up for the Fall season, gives reminder to citizens to rake up leaves that have fallen from their trees. Keep the storm drains clear of debris.

Hydro-flushing begins in October, with Rural Water coming out to help with that project. The cemetery building has been painted and repaired with some trouble trees on the grounds needing to get quoted on pricing to have them removed before any damage occurs.

CITY OFFICIAL REPORTS

City Administrator – Jon Martin begins with appreciation to be part of the team. He speaks on the time constraints that staff encounter with many open items to be addressed. There has been a job offer for the Deputy Clerk position, unfortunately their current place of employment counter offered, and she decided to stay there, so interviews will begin again next Tuesday. One of the main time constraints in the office lately has been Public Records Requests, he spoke on ideas that can aid in this and moving forward to make this process easier. He touches on the Policy Handbook and updates that need to be made. Looking into engineering consulting companies, as this is a usual addition most cities have and would benefit Cosmopolis. He shares support of the Street Tree Plan Ordinance on the Agenda tonight, as well as being excited to be part of the Planning Commission meetings moving forward. This month's meeting was cancelled due to attendance, with next meeting planned for October 12th.

Police Chief Report – Chief Green reports of the bears in the community and the importance of not feeding them. With multiple reports of a female bear with two cubs seen on the Lions Club trail going towards Stevens Elementary school. Volunteers continue putting in hours patrolling the streets and he encourages anyone wanting to get involved to reach out to Aberdeen. Informs of lock-box program available for citizens so emergency medical services or police can securely enter a home during an emergency without forcing the door or breaking a window, more information can be located at the Aberdeen Police Department.

Fire Chief Report – Councilmember Skinner reads Chief McAbee's report as she was unavailable to attend the meeting. There have been 246 calls for service in 2026 so far, with 31 calls since the last Council Meeting. Two members have completed the Fire 2 Academy and are now Firefighter 2 status. CPR class opportunities will be coming soon for citizens, so watch for more information on that. In the process of interviewing and on-boarding 4 new volunteer applicants with 2 new volunteers already added. Station maintenance is continuing with great thanks for the generous donations that have made this possible.

MAYOR'S REPORT – Mayor Springer gives a brief report on the success of this year's Festival in the Park with all the new additions this year. Thankful for the involvement of Engine Company No. 1 – Dennis York Historical Fire Museum. Mill Creek Park Clean-up on September 20th, all are invited to get the park ready for Fall. Enjoy a potluck dinner at the end. Speaks of the EMS fee increase that she understands was a shock for citizens, gives further explanation for anyone who did not attend previous meetings/workshops. She talks about sidewalks in the City and plans moving forward to get certain problem areas repaired, hopeful for Grant funding in 2027. Public Works have been working on the maintenance at the retention pond up near Paisley Creek – as well as upcoming maintenance on Mill Creek Drive, more information to come for the closure for this work.

NEW BUSINESS DISCUSSION

1. **Preliminary Revenue Estimates; 2027 General Fund** – CPA, Tara Dunford gives her report on the Preliminary Revenue Estimates for 2027 General Fund. (*Full report packet available under “Agenda Packet” on City Website*)

Discussion: Councilmember Darcy questions if there is a report showing how much unpaid Property Taxes are owed in Cosmopolis; Tara states she can reach out to the County to request that. She also asks City Administrator Martin about garbage service within the city and how the city tracks who does/does not have service as well as Building Permit’s and tracking around that. He responds these are both being worked on internally and will get that data for her.

2. **Library Levy Lid Lift; Timberland Regional Library** – Ariana Scott with Yes for Libraries gives her presentation on information for the Library Levy Lid Lift that will be voted on in November.
3. **Public Hearing for Resolution 2026-03; Transportation Improvement Plan (TIP) 2027-2033** – Mayor Springer suspends the regular Council Meeting and opens the Public Hearing. This resolution adopts the Six-year Street Plan based on recommendations of the Cosmopolis Planning Commission, as required annually under RCW 35.77 and will supersede Resolution No. 2025-13. Admin Martin states no written comments have been received, Mayor Springer closes the Public Hearing – Resumes regular Council Meeting.
4. **Ordinance No. 1407 – Street Tree Plan** – Councilmember Winn gives quick overview of this Ordinance with what it currently says and what this Ordinance will update. Basically, giving authority to develop a plan to protect infrastructure and give guidelines on safe trees to plant in the parking strip areas/sidewalks. Councilmember Darcy questions about guidelines and are those needed before approving this Ordinance, Councilmember Winn clarifies this is just allowing the City the authority to create these guidelines to prevent unnecessary and timely maintenance for the Public Works department. Further discussion amongst Council, City Administrator and Mayor Springer.
5. **Ordinance No. 1408 – Change in Parking for Special Events** – Administrator Martin gives information on the need for temporary parking changes for special events in the city. With an upcoming cross-country meet this has brought the need for the addition to the code, as most cities have something similar already in place. Mayor Springer gives details of parking plans for this specific event. Councilmember Winn questions if there has been any movement on policies for Food Trucks within Cosmopolis, Mayor Springer states she will look into that.

PUBLIC COMMENTS – One citizen stated he does not agree with the Special Parking including Bell Drive, that for these types of events they should be advised to park along Stanford Drive as this is what has been done historically.

NEW BUSINESS – Council Action

1. **Vote to Approve Resolution 2026-03; Transportation Improvement Plan (TIP) 2027-2033** – Councilmember Spargo moves to Approve Resolution 2026-03 Transportation Improvement Plan 2027-2033; Councilmember Darcy seconded.
No discussion; motion passed unanimously.
2. **Vote to Approve Ordinance 1407 – Street Tree Plan** – Councilmember Davis moves to Approve Ordinance 1407 – Street Tree Plan; Councilmember Skinner seconded.
No discussion; motion passed unanimously.
3. **Vote to Approve Ordinance 1408 – Parking for Special Events** – Councilmember Davis moves to Approve Ordinance 1408 – Parking for Special events; Councilmember Winn seconded.

Discussion: Councilmember Winn adds this will be just as easy to vote out as it is to vote in if to many issues arise.

Ayes; 4

Nay; 1

Motion passed

PUBLIC COMMENTS – One citizen spoke on feral cats in the city, with more litters being born constantly. He shares concerns for the cats themselves. Mayor Springer and Chief Green give information for Animal Control.

COUNCIL COMMENTS – Councilmember Davis commented on his previously spoken about request of creating a Policy Committee, he requests this be added to next month's Agenda for discussion.

Councilmember Darcy moves to Adjourn the meeting; Councilmember Spargo seconded.

Meeting adjourned at 8:51PM.

*****Meeting recording available at www.cosmopoliswa.gov*****