



WORKSHOP & REGULAR COUNCIL MEETING AGENDA

Council Chambers – 1300 First Street

May 20, 2026 at 6:30 PM

WORKSHOP – 6:30 PM Planning Commissioner Dr. Bordin TIP Presentation

1. FLAG SALUTE - PLEDGE OF ALLEGIANCE

2. CALL TO ORDER - ROLL CALL

Mayor Linda Springer

Councilmember Kim Skinner

Councilmember Jeremy Winn

Councilmember Justin Spargo

Councilmember Steve Davis

Councilmember Sue Darcy

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

(The following items are distributed to Councilmembers(A)/Finance Committee(B) in advance for study and review, and the recommended actions will be accepted in a single motion. Any item may be removed for further discussion if requested by a Councilmember.)

A. Minutes Approval:

- i. April 15, 2026**

B. Claim Vouchers Approval –

- i. Approval of EFT's/checks/vouchers numbered 30209 to 30254 in the amount of \$137,091.31**
- ii. Approval of payroll disbursement for April 2026 in the amount of \$41,650.07**

5. COUNCIL COMMENTS

6. COMMITTEE REPORTS

A. Auditing & Finance

B. Parks

C. Public Safety

D. Public Works

7. CITY OFFICIAL REPORTS

- A. Clerk/Treasurer
- B. Police Chief
- C. Fire Chief

8. MAYOR'S REPORT

9. NEW BUSINESS DISCUSSION

1. Public Safety Action Plan for Traffic Calming Measures

10. PUBLIC COMMENTS – Limited to Agenda Items Only

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.

11. NEW BUSINESS - COUNCIL ACTION

1. Vote to approve the addition of “No Parking” signs on Bell Drive through Amendment of Ordinance 1369 (If Approved, Modified Ordinance Will Return Next Month To Be Adopted, June 2026)
2. Vote to approve the Transportation Improvement Plan - 2026 (2026 TIP Documentation Presented In Workshop)

12. PUBLIC COMMENTS – City Business Only

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.

13. COUNCIL COMMENTS

Public comments may be made in-person during the meeting. If unable to attend, please submit comments to mayor@cosmopoliswa.gov by noon on meeting day.

If you are unable to attend the meeting in person, you may join with the following Zoom Information

<https://us02web.zoom.us/j/83773549098>

Meeting ID: 837 7354 9098

Phone: 1-253-215-8782



MEETING MINUTES FOR WORKSHOP/PUBLIC HEARING AND REGULAR COUNCIL MEETING

Council Chambers – 1300 1st Street

April 15, 2026 at 6:00 PM

WORKSHOP – PUBLIC HEARING

Public Hearing Opened - Vicki Cummings with GHCOG gives presentation on Comprehensive Planning information.

Discussion amongst Council, Mayor and Vicki Cummings.

No questions or comments from the public. Public Hearing Closed.

FLAG SALUTE - PLEDGE OF ALLEGIANCE

CALL TO ORDER - ROLL CALL

Mayor Springer calls the meeting to order; Clerk Vinyard takes Roll Call.

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

APPROVAL OF AGENDA

Clerk Vinyard brings attention to the layout of the agenda this month as a new system has been used to create this agenda. #9 Old Business will be removed from the agenda, moving Item 1 from this section to #10 – New Business Discussion as Item 3.

Councilmember Darcy moves to approve the agenda with modifications; Councilmember Davis seconded.

Discussion: Councilmember Winn asks if this is just a modification for this meeting, Clerk Vinyard affirms.

Motion passed unanimously.

CONSENT AGENDA

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

Motion passed unanimously.

COUNCIL COMMENTS – No comments.

COMMITTEE REPORTS

Auditing & Finance – Councilmember Darcy reports vouchers were reviewed with no issues.

Parks – Councilmember Spargo reports Makarenko Park will be getting attention in the upcoming weeks with goats being brought from Goat Haven Rescue to help begin the clean-up at the community garden. On Earth Day there will be a clean-up happening at Mill Creek Park with Grays Harbor Noxious Weeds, the Grays Harbor College Forestry Program, and City of Cosmopolis. All volunteers are welcome.

Public Safety – Councilmember Skinner reports they had a meeting last night. They are looking at an action plan to address concerns for traffic calming measures and updating/adding crosswalks in multiple locations in the community. Councilmember Spargo adds areas of concern being Olympic Terrace Park, the Cosmopolis Elementary School, Highland Park, Mill Creek Park, and 1st Street corridor including Lions Park. They plan to schedule a workshop so the community can voice their concern areas and opinions.

Public Works – Councilmember Darcy reports some problem areas in the city have been addressed with cold patching and PW Lead Donnie Fowler completed his safety training. There was a significant water leak that affected only the RV park on 1st Street on Monday, April 13th with the repairs taking up most of the day. PW has been working on replacing signage within the community where needed.

CITY OFFICIAL REPORTS

Clerk Vinyard – Clerk Vinyard reports she has been working closely with Kasey Grove as she put in her month notice of leaving employment with the city last month, streamlining processes and policies with financial reporting being the focus.

Police Chief Report – Commander Timmons provides radar data from February 10, 2026 – April 3, 2026, from the radars installed on 1st Street earlier in the year. Councilmember Winn asks for clarification on how far in distance before it begins the data capture for speed, as this data may be capturing the same vehicles multiple times daily coming and going from their homes. Further discussion on this.

Fire Chief Report – Chief Coker reports since the last meeting there has been 26 calls for service, 4 members are currently in training with 3 being in EMT and 1 in Firefighter 1 Academy. There was a substantial structure fire in Aberdeen that 2 members of our crew assisted with.

MAYOR'S REPORT – Mayor Springer informs that today was Clerk Kasey Grove's last day with the city as she is moving on to her next chapter as her passion is with Police services, she will be greatly missed. Spring Clean-up vouchers have gone quickly this year; she encourages citizens to stop into City Hall this week as they are almost gone. The annual Earth Day Clean-up will be happening at Mill Creek Park on April 22nd from 10am-3pm, the city has partnered with Grays Harbor Noxious Weeds team and the Grays Harbor College Forestry Program. Volunteers are needed and welcome. On April 27th another clean-up is planned for the Makarenko Park Community Garden beginning at 1pm with volunteers needed, then on May 4th goats from the House Goat Haven Rescue will be visiting the garden to do some vegetation clean up. She then brings attention to an email she received from a concerned citizen informing her of a violation of a RCW, that went into effect January 1st, 2026, by her letter of support she wrote for

Heath Layman's campaign where she used official city letterhead. She reported that she responded to that citizen, contacted the Public Disclosure Commission and self-reported this incident. She apologizes to the community as it was never her intention to misuse her position, and she is taking this as a learning opportunity.

NEW BUSINESS DISCUSSION

- 1. Amendment of Ordinance 1369 to add Bell Drive (Makarenko Park Side)** – Mayor Springer reported that the city has had multiple complaints from citizens regarding the parking of vehicles along Bell Drive on Makarenko Park property, which is city property. Damage has been caused by the constant in and out of vehicles in these areas. Bill Sidor reports there was confusion with the homeowners in the area as they believed it was PUD property and they got permission to park vehicles on that side of the road. He verified only the city can grant permission to park on that property.
- 2. Installation of Stop signs on Paisley and Dundee to create four-way intersection** – Councilmember Skinner reads aloud a letter that was received this morning in opposition of adding stop signs. He refers to conversations in Public Safety meetings about problem areas, with the Highland Park area being one because of the lack of sidewalks, but he agrees with the opposition from the letter on the stop signs. Further discussion amongst Council around safety education for children as well as traffic calming measures.
- 3. Traffic Calming Measures for Highland Park** – This item was discussed during item 2 discussion.

PUBLIC COMMENTS – Citizen speaks on thoughts regarding the Ordinance discussion/updates. Confusion on the Ordinances listed on Agenda vs what was spoken about during discussion time. He also states his agreement with the letter read aloud by Councilmember Skinner regarding the stop sign installation on Dundee and Paisley.

Citizen commenting on Item 1 under New Business Discussion as he graveled the area on Bell Drive. He informs that during the sporting events at Makarenko Park that entire street is full of vehicles parked for said events. He states that not only homeowners park there, but also attendees and school buses for the events.

Two representatives from the US Small Business Administration shared information regarding the Presidential Disaster Declaration and what resources are available for citizens and businesses under this declaration.

NEW BUSINESS – Council Action

- 1. Vote to Adopt Comprehensive Plan – Councilmember Darcy moves to adopt the Comprehensive Plan, Councilmember Skinner seconded.**

Discussion: Councilmember Davis adds this Comprehensive Plan that is being adopted was drafted in the early 2000s and the Planning Commission has been working on updating this plan so it would make more sense to adopt something more recent. Councilmember Winn agrees but believes adopting this tonight makes sense as updates will be brought forward to Council as they

are made and can be added as they come. Councilmember Skinner and Darcy both agree, stating this will be a living working document that will continue being updated periodically.

-Voting Aye; 4

-Voting Nay; 1

Motion passed

PUBLIC COMMENTS – No comments.

COUNCIL COMMENTS – Councilmember Spargo addressed a citizen’s comment from earlier in the meeting suggesting he would like to meet with him to discuss the parking issues on Bell Drive further. Discussion amongst audience, Councilmembers, Mayor Springer and Bill Sidor around this topic.

EXECUTIVE SESSION – Mayor Springer announces they will be entering Executive session for approximately 15 minutes, with no action to be taken regarding potential litigation. *Executive Session begins 8:03PM – Executive Session ends 8:18PM.* Mayor Springer calls the regular Council meeting back to order.

Councilmember Davis moved to Adjourn the meeting; Councilmember Spargo seconded.

Meeting adjourned at 8:20PM.

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



ABERDEEN POLICE DEPARTMENT



Cosmopolis City Council
Police Chief Report
May 19, 2026

City Council Agenda Items: None

Call Statistics:

1) Select call data: Month by month comparison

Call Type	January/February	March/April	% difference
Suspicious Persons/Vehicles	2	6	200%
Welfare Checks	1	1	0%
Traffic Stops	26	25	-4%
Subject Stops	1	2	100%
CFD Aid/Fire Calls	40	39	-3%
Criminal Citations	3	2	-33%
NOIs	2	6	200%
DUI Arrests	0	0	NA
Drug Possession Citations	0	0	NA
Resisting Arrest Citations	0	0	NA
Assaults	1	0	-100%
Thefts	1	0	-100%
Burglaries	0	0	NA
Vehicle Thefts	0	0	NA
Total Type A Felony Crimes	0	0	NA
Traffic Accidents	2	0	-100%
CPD Jail Bookings	1	1	0%
Total Calls	136	135	-1%
Total Calls Not Counting Aid/Fire Calls	96	96	0%

Other Items:

1. During April, VIPS volunteers contributed 220.5 hours to the City of Aberdeen and City of Cosmopolis. Calculated at the National Volunteer Rate of \$34.79 per hour, that is a contribution worth \$7,671.20. So far in 2026 the Aberdeen VIPS have contributed the equivalent of \$28,179.91 to the City of Aberdeen. There are currently 184 active lock boxes in Aberdeen, about 20 in Hoquiam (about half installed by our VIPS), 5 in Montesano, 10 in Ocean Shores and Westport will be coming online in a week or so. Cosi boxes are included in Aberdeen numbers.
2. We are in the background stage with our 37th and final police officer position. We are hopeful the process will be completed in mid-July.

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COSMOPOLIS FIRE DEPARTMENT

PO Box 2007 / 111 D Street Cosmopolis, WA. 98537

Jacob Coker, *Fire Chief*

City Council Report 05/20/2026

Calls for service

Cosmopolis Fire Department had a total of 118 calls for service for 2026. Since the last report Cosmopolis Fire has had 27 calls for service. Below is a breakdown of calls per call type.

AIDRSP	MEDRSP	LIFT	IBURN	FSTRU	ACCUNK	TOTAL
11	4	6	1	3	2	27

CPR Class

Cosmopolis Fire Department is hosting a CPR class at the Cosmopolis Fire Station 111 D St. May 27th at 10:00AM. We still have spots open for the class, if you or anyone you know is interested in taking the class please Contact me @ Firechief@cosmopoliswa.gov or Contact City Hall to register for the class. The class is free, with an option to purchase an E-card for \$25. CPR saves lives and you can make a difference in the community being trained in CPR.

EMT/Fire Academy

EMT and Fire Academy have come to an end. I want to congratulate all the members that dedicated all their time and effort and sacrifice to receive the training to better the Department and the community! These were a rigorous 4-5 Months of long hours during the week and weekend, time away from family and friends. Their Dedication to bettering themselves in training is extraordinary and I can't wait to see them grow with the skills they have learned. All candidates have passed the State and National testing to receive there licensure! Again, Huge congratulations to all 4 Candidates in this huge accomplishment.

Wildland Precautions

Warm weather is here in Grays harbor and the City of Cosmopolis, with that in mind there will be more outdoor events, and I ask that you remain vigilant and use precautions during the summertime. Please refer to the City Ordinance (**Chapter 9.120 – Outdoor Burning** “referenced at the end of the report”) and be on the lookout for Burn Bans going in effect as the weather gets warmer.

Chapter 9.120 - OUTDOOR BURNING[5]

Footnotes:

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Editor's note— Ord. No. 1315, § 2, adopted Sept. 25, 2017, amended Ch. 9.120 in its entirety to read as herein set out. Former Ch. 9.120, §§ 9.120.010—9.120.130, pertained to similar subject matter and derived from Ord. No. 1275, §§ 1—13, 6-19-2013.

9.120.010 - Authority.

The authority for this chapter is provided in RCW 70.94 as now existing or hereafter amended and chapter 173-425 WAC, and the International Fire Code, all of which are adopted by reference.

(Ord. No. 1315, § 2, 9-25-2017)

9.120.020 - Definitions.

As used in this chapter, the words and phrases in this chapter have the meanings provided below:

(1)"Outdoor burning" or "outdoor fire" means the combustion in the open or in an outdoor container or fire pit of materials, such as yard debris, natural vegetation, any green vegetable matter, leaves, brush, shrubbery, limbs, rubbish, garbage, discarded paper or other discarded materials, or any other material which is not allowed in a recreational fire, as defined in this chapter. Outdoor burning is distinguished from "slash burning" or "land clearing burning" as provided in chapter 9.116.(2)"Recreational burning" means the combustion in the open or in an approved outdoor container or fire pit of dry, seasoned firewood, charcoal, or commercially produced artificial fire logs, for use as a cooking fire, campfire, or bonfire.

(Ord. No. 1315, § 2, 9-25-2017)

9.120.030 - Outdoor burning prohibited.

It is unlawful for any person to engage in outdoor burning within the city limits of the City of Cosmopolis, with the exception of recreational fires as defined in this chapter, when such recreational fires take place during approved times and meet the requirements and restrictions provided in this chapter.

(Ord. No. 1315, § 2, 9-25-2017)

9.120.040 - Recreational fires.

Recreational fires as defined in this chapter shall be permitted, provided that the following requirements and restrictions are met:

(1)Recreational fires are permitted in fire pits, or approved containers.(2)No recreational fire is permitted until the location of the proposed recreational fire and the fire pit or container has been inspected and approved by the Cosmopolis Fire Chief or his/her designee.(3)Steel burn barrels shall not be used.(4)The fuel area of the fire shall be no larger than thirty-six inches in diameter and twenty-four inches in height.(5)The fire shall be located no closer than twenty-

five feet from any wooden fence, deck, structure, building, or other combustible materials.(6)The only combustible material that shall be used is dry, seasoned firewood, charcoal, or commercially produced artificial fire logs.(7)The fire shall be attended at all times, and must be extinguished when burning is complete or no longer attended.(8)A fire extinguisher or garden hose shall be available for extinguishment of the fire.(9)No recreational fire shall occur during a time when the Cosmopolis Fire Chief or the Mayor of Cosmopolis has declared a burn ban, as provided in Section 9.120.050.
(Ord. No. 1315, § 2, 9-25-2017)

9.120.050 - Burn ban authorized.

Either the Cosmopolis Fire Chief or the Mayor of the City of Cosmopolis are authorized to declare a city-wide burn ban whenever they determine in their discretion that there is an imminent danger to the safety, health, and welfare of the public, due to extreme fire danger, excessive air pollution, or the creation of a public nuisance. Recreational fires are unlawful during times when a burn ban is in effect.

(Ord. No. 1315, § 2, 9-25-2017)

9.120.060 - Violation—Penalty.

A violation of this chapter shall be punished as follows:

(1)A first offense shall be punishable as a civil infraction, subject to the imposition of a fine not to exceed four hundred dollars.(2)A second or subsequent offense, or a first or subsequent violation of a burn ban imposed as provided in Section 9.120.050, shall be a misdemeanor.

(Ord. No. 1315, § 2, 9-25-2017)

Respectfully,

Jacob Coker, Fire Chief