
CITY OF COSMOPOLIS

**REGULAR COUNCIL AGENDA
COUNCIL CHAMBERS
1300 FIRST STREET
December 15, 2021
7:00 P.M.**

BUDGET WORKSHOP – 6:30 P.M.

1. **FLAG SALUTE – PLEDGE OF ALLEGIANCE**
2. **CALL TO ORDER – ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **PUBLIC COMMENTS (Agenda Items Only)**
5. **CONSENT AGENDA**
 - a. **Claims Vouchers**
 - b. **Meeting Minutes – December 1, 2021 Workshop & Meeting Minutes**
6. **COMMITTEE REPORTS**
7. **CITY OFFICIAL REPORTS**
8. **MAYOR’S REPORT**
9. **NEW BUSINESS**
 - a. **Ordinance 1371 (2021 Budget Amendment)**
 - b. **Ordinance 1372 (City Administrator Salary 2022)**
 - c. **Ordinance 1373 (2022 Budget)**
 - d. **Resolution 2021-08 (Water & Sewer Rates)**
 - e. **Resolution 2021-09 (Finance Director & Police Chief Pay)**
 - f. **Ordinance 1374 (Amend Stormwater Utility)**
10. **COUNCIL COMMENTS**
11. **PUBLIC COMMENTS (Comments are limited to three minutes)**

*To meet Social Distancing Standards, the City Council will be holding its meeting via Zoom.
Please see the information below to connect.*

Zoom Information

Webinar ID: 861 6266 0575

Passcode: 242512

(253) 215-8782

Zoom Webinar ID and Passcode are for the workshops and regular meeting

Budget Workshop will use the same Zoom information

CITY OF COSMOPOLIS
Regular City Council Meeting
December 1, 2021

Mayor Kyle Pauley presiding.

COUNCILMEMBERS PRESENT

Candice Makos, Stana Cummings, Debbi Moran, Jim Ancich, and Miles Wenzel.

STAFF PRESENT

Attorney Steve Johnson, Police Chief Casey Stratton, City Administrator Darrin Raines, Public Works Superintendent, Asst Fire Chief John Bramstedt, and Finance Director Julie Pope

APPROVAL OF AGENDA

Mayor Pauley stated that there is a request to change Item C to change from Resolution for Property Tax Levy to Property Tax Refund Levies and Levy Certification. Councilmember Moran made a motion to approve the agenda with the adjustment. It was seconded by Councilmember Ancich. Motion carried.

GRAYS HARBOR PUD PRESENTATION

Schuyler Burkhart, Commissioner Martin, and Ian Cope from the Grays Harbor Public Utility District were present. Schuyler Burkhart replaced General Manager Dave Ward after he retired earlier this year. District 3 Commissioner Russ Skolrood retired this year also. He was replaced by Jon Martin. The system is currently maintained by a staff of 165 employees. The PUD is celebrating 81 years of service. The lobby has been closed since March 2020. They do have a drive-through or a walk-through set up in their vestibule. The PUD was approved in 1998 to provide telecom service. The PUD is only a wholesale provider for fiber optic connections. They provide fiber connections to multiple retail internet service providers. They have been working on completing line and substation maintenance. They continue to focus on vegetation management. Outages have decreased approximately 10 percent since 2020. They are below the five-year average. Over 98% of the PUD's power comes from emission free resources. Their goals for 2022 are to focus on core utility business of service, strengthen their financial position, and continue work to maintain and improve reliability.

PUBLIC HEARING – PROPERTY TAX LEVY/BUDGET

Councilmember Moran made a motion to open the hearing. It was seconded by Councilmember Wenzel. Motion carried. There were no public comments. Councilmember Moran made a motion to close the public hearing. Councilmember Cummings seconded. Motion carried.

PUBLIC COMMENTS

Carl Sperring – Mr. Sperring stated that he would like to comment but since he didn't see them posted he could not comment. Finance Director Pope stated that the documents weren't completed until late this afternoon, but would email them to him if he would like.

Steve Davis (in chat box) – Mr. Davis stated that the meeting minutes from the last meeting were never posted. Mayor Pauley stated that the last meeting had been cancelled so the minutes from the 11/3/2021 meeting are being approved tonight and then will be uploaded to the website.

CONSENT AGENDA

Councilmember Moran made a motion to approve. It was seconded by Councilmember Wenzel. Motion carried.

CITY OFFICIALS

City Administrator – Administrator Raines stated that we will be meeting with Harbor Architects to discuss when we can go out to construction for the new municipal facility.

Finance Director – Director Pope thanked everyone for their help in putting the budget together.

Police Chief - Chief Stratton stated we needed budget increases to be in compliance with the State mandates. This Saturday is the annual Shop with a Cop. We also will be doing Santa cop again this year. Officer Tarnowski is on the mend from Covid.

Asst. Fire Chief – Asst Chief Bramstedt stated they have 200 calls year to date. Rescue #24 is having some brake work done. We are at critically low personnel. We have only been responding with one or two personnel. We are still without a chief. He asked Councilmember Ancich to rejoin the Public Safety Committee.

MAYOR'S REPORT

Mayor Pauley gave the Fire Department kudos. On November 23rd we had a house. They responded along with Aberdeen Fire, Cosmopolis Police, and Cosmopolis Public Works. Since the last meeting, Ocean Shores Mayor, Crystal Dingler, passed away. Councilmember Jon Martin has been appointed mayor. Mayor Pauley recently acquired an original 1930 report which was a proposal for a pulp mill in Cosmopolis. This will be something he will donate to the City to put in a case in the entry way of the new facility.

NEW BUSINESS

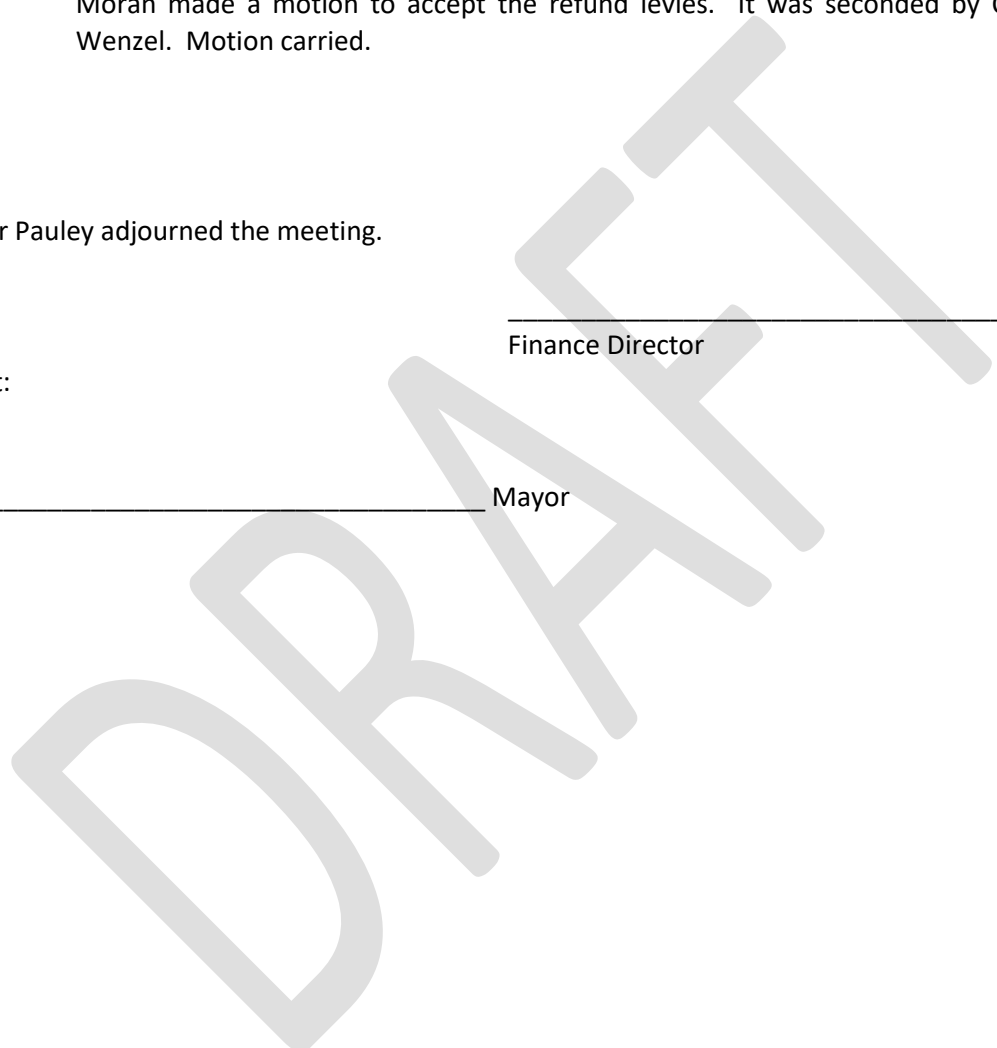
- A. **Reappointment of Judge Geoff Arnold** – Mayor Pauley stated the would like to reappoint Judge Arnold. This term would expire 12/31/2026.
- B. **Ordinance 1370 (Property Tax Levy)** - Finance Director Pope read the ordinance. Councilmember Moran made a motion to approve the ordinance. It was seconded by Councilmember Wenzel. Motion carried.
- C. **Property Tax Levy Certification/Refund Levies** – Director Pope stated that we have two refund levies from the County one is for \$432.23 and the other is \$839.71. Councilmember Moran made a motion to accept the refund levies. It was seconded by Councilmember Wenzel. Motion carried.

Mayor Pauley adjourned the meeting.

Finance Director

Attest:

Mayor



CITY OF COSMOPOLIS
City Council Workshop
December 1, 2021

Mayor Kyle Pauley presiding.

COUNCILMEMBERS PRESENT

Candice Makos, Stana Cummings, Debbi Moran, Jim Ancich, and Miles Wenzel.

STAFF PRESENT

Attorney Steve Johnson, Police Chief Casey Stratton, City Administrator Darrin Raines, Public Works Superintendent Jeff Nations, and Finance Director Julie Pope

Finance Director Pope stated that approximately 99% of the budget was done. She stated that the general fund was balanced for a total of \$2,010,933. This is an increase of \$547,778 from the prior year. This includes a 3% pay increase for non-union employees and a 3.5% pay increase for union employees. Insurance premiums for the City are going up 12.89%. This was better than anticipated. Ambulance availability costs went up 5%. L&I rate increases are 3.1% on average. Employee benefits increases are averaging 5.8%. Chief Stratton went over the mandatory training and equipment needs for the Police Department due to State mandates.

Director Pope then went over the smaller funds that roll into the General fund. The Fire Equipment Fund will be making three of the fire truck payments for next year. For the Equipment Reserve Fund, Public Works is asking \$16,000 for a Gator. City Hall is asking for its software subscriptions. The Police Department is asking for \$10,000 to replace weapons as required by the State mandates. For Makarenko Park, there has been no interest earned on the endowment. Any costs for the park will have to go through the general fund.

For the Street fund, Public Works Superintendent Jeff Nations stated that we will still be operating on a bare bones budget. This is basically a copy of last year's budget. Administrator Raines stated that 2021 was a substantial reduction from 2019. This will stay that way through at least the middle of 2022. The Stormwater utility will start collecting in January, but will not be used until July, in order to build up some funds.

The Cemetery Perpetual Care Fund and the UTGO Bond 1997 Fund are expected to have no revenue or expenses in 2022.

We are asking \$7,500 for Mill Creek Restroom Repairs, \$16,000 for the new well, and \$9,000 for a new roof for the cemetery building to come out of the Real Estate Excise Tax Fund. These expenditures are part of the capital improvements plan per the City Administrator.

For the Water utility fund, we are asking for \$595,150. This includes all wages, maintenance, repairs, and payments to the City of Aberdeen. We are still working on rates for 2022 due to significant increase in costs from Aberdeen. This budget could change.

For the Sewer utility fund, we are asking for \$628,000. Again, we are waiting for the costs from Aberdeen to determine our customers' rates for 2022. This budget could change as well.

For the Makarenko Park Reserve fund, we are not expecting to earn any interest in 2022.

Mayor Pauley adjourned the meeting.

Finance Director

Attest:

Mayor

CITY OF COSMOPOLIS
ORDINANCE NO. 1371

AN ORDINANCE ADOPTING AMENDMENTS TO THE BUDGET FOR THE CITY OF COSMOPOLIS, WASHINGTON FOR THE FISCAL YEAR ENDING DECEMBER 31, 2021.

WHEREAS, it is necessary to adopt certain amendments to the budget for the City of Cosmopolis, Washington, for the fiscal year ending December 31, 2021.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COSMOPOLIS DO ORDAIN AS FOLLOWS:

Section 1. The budget for the City of Cosmopolis, Washington, for the year 2021 is hereby amended as follows:

FUND	FUND NUMBER	AMOUNT
General Fund	001	\$2,023,160.00
TOTAL AMENDMENTS TO BUDGET		\$2,023,160.00

Section 2. This ordinance shall be in force and take effect five (5) days after its publication according to law.

PASSED AND APPROVED this 15th day of December, 2021.

Mayor

Attest:

Finance Director

I, Julie Pope, Finance Director for the City of Cosmopolis, Washington do hereby certify that the foregoing is a true and correct copy of Ordinance No. 1371 of the ordinances of the City of Cosmopolis, Washington, and that the same was passed regularly and according to law on the 15th day of December, 2021.

Finance Director

CITY OF COSMOPOLIS
ORDINANCE NO. 1372

AN ORDINANCE FIXING THE SALARY OF THE CITY ADMINISTRATOR FROM AND AFTER JANUARY 1, 2022.

BE IT ORDAINED by the City Council of Cosmopolis as follows:

SECTION 1. The City Administrator shall receive a monthly salary in the amount \$10,536.00, effective January 1, 2022.

PASSED AND APPROVED this 15th day of December, 2021

Mayor

Attest:

Finance Director

I, Julie Pope, Finance Director for the City of Cosmopolis, Washington do hereby certify that the foregoing is a true and correct copy of Ordinance No. 1372 of the ordinances of the City of Cosmopolis, Washington, and that the same was passed regularly and according to law on the 15th day of December, 2021.

Finance Director

CITY OF COSMOPOLIS
ORDINANCE NO. 1373

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF COSMOPOLIS, WASHINGTON FOR THE FISCAL YEAR ENDING DECEMBER 31, 2022.

WHEREAS, the Mayor of the City of Cosmopolis, Washington completed and placed on file with the Clerk/Treasurer a proposed budget and estimate of the amount of money required to meet the public expense, bond retirement and interest, reserve funds and expenses of government of the City of Cosmopolis of the fiscal year ending December 31, 2022, and a notice was published in the official newspaper of the City that the City Council would meet on December 15, 2021, at the hour of 7:00 p.m., at the Council chambers in Cosmopolis City Hall, for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of the City an opportunity to be heard upon said budget; and

WHEREAS, the proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Cosmopolis for the purposes set forth in said budget and estimated expenditures set forth in said budget being all necessary to carry on the government of the City for said year and being sufficient to meet the various needs of the City during said period.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COSMOPOLIS DO ORDAIN AS FOLLOWS:

Section 1. The budget for the City of Cosmopolis, Washington, for the year 2022 is hereby adopted at the fund level in its final form and content as set forth in the document entitled City of Cosmopolis 2022 Budget, three copies of which are on file in the Office of the Finance Director.

Section 2. Estimated resources, including fund balances or working capital for each separate fund of the City of Cosmopolis, and aggregate totals for all such funds appropriated for expenditure at the fund level during the year 2022 are set forth below:

FUND	AMOUNT
Current (General) Fund	\$2,260,933.00
Fire Equipment Fund	\$35,620.00
Equipment Reserve Fund	\$142,000.00
Advanced Cemetery Fund	\$8,100.00
Makarenko Park Fund	\$0.00
Street Fund	\$206,483.00
Cemetery Perpetual Care Fund	\$54,500.00
Real Estate Excise Tax	\$200,000.00
UTGO Bond Fund	\$50,335.00
UTGO Bond – 2020	\$2,941,000.00
Water Fund	\$625,000.00

Sewer Fund	\$599,000.00
Special LID Fund	\$59,070.00
Stormwater Utility Fund	\$63,000.00
Makarenko Park Reserve Fund	\$245,250.00
TOTAL 2020 BUDGET	\$7,490,291.00

Section 3. The Finance Director is directed to transmit a copy of the 2022 Budget hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 4. This ordinance shall be in force and take effect five (5) days after its publication according to law.

PASSED AND APPROVED this 15th Day of December, 2021.

Mayor

Attest:

Finance Director

I, Julie Pope, Finance Director for the City of Cosmopolis, Washington do hereby certify that the foregoing is a true and correct copy of Ordinance No. 1373 of the ordinances of the City of Cosmopolis, Washington, and that the same was passed regularly and according to law on the 15th day of December, 2021.

Finance Director



City of Cosmopolis 2022 Operating Budget



Mayor Kyle Pauley

City Council

Candice Makos
Stana Cummings
Jim Ancich
Debbi Moran
Miles Wenzel

Judge Geoff Arnold

City Administrator Darrin Raines
Police Chief Casey Stratton
Asst Fire Chief John Bramstedt
Finance Director Julie Pope
Public Works Superintendent Jeff Nations

Organizational Chart





Letter from the Mayor - 2022 Budget

City Council, Department Heads, and Staff,

I want to begin this letter by thanking all of you for your work this last year. First and foremost I would like to highlight the work done by Finance Director Julie Pope and City Administrator Darrin Raines. The budget over the last two years has been troubling and stressful, to say the least. Without their work and guidance, we would not be in the place we are today.

I would also like to thank each of our council members, department heads, and committee members for their efforts to accommodate needed adjustments to the budget over these past years. It has certainly not been easy. There have been numerous cuts that were difficult, but necessary, to maintain the highest level of service to our residents while working with the people's money.

I wish I could tell you all that we are close to being at the same budget level that we were at decades ago. I wish we had a number of projects and upgrades that have been in the wings that are going to get started in January, but we just aren't there.

As the council considers this budget, with the inclusion of a 3% increase in pay for City Administrator, Finance Director, Police Chief, and the remaining non-union employees of the City, I ask that this final version be approved

All that being said, while the budget being presented is not where we would all like it to be, it is far better than we saw in 2020 and with a number of local projects going forward the hope is that we are one step closer to providing additional funding to our departments and projects.

There are highlights for the coming year.

- The American Rescue Plan Act and other trickle-down funding has allowed us to address some needed areas.
- Collaboration with legislators could provide needed funding for upgrades.
- Local community members stepped up and brought grant funding to our much lacking park needs and we hope to find other funding sources to continue the momentum.
- New businesses coming in and investing millions of dollars to Cosmopolis will give us additional opportunities.

The budget is our roadmap for 2022, but the hope is that during this year with all of our efforts we can create even more opportunities and continue to move Cosmopolis forward.

Mayor Kyle Pauley
December 12, 2021

2022 City Administrator Budget Message

Mayor Pauley and City Council

The City of Cosmopolis has certainly gone thru some tough times over the last 20 months with the fallout from the COVID 19 Pandemic and the temporary closure of Cosmo Specialty Fibers. I want to thank Mayor Pauley, the City Council, Department Heads, and employees for their sacrifices during this time. We could not have gotten through this without everyone's participation and teamwork! Our employees endured furloughs, layoffs, voluntary paycuts, deferred step increases, foregoing prior approved wage increases, and paid for operating supplies out of their own pockets. It is a true honor to collaborate with such dedicated team members.

I would like to request a 3% wage increase for all non-union staff. Our employees represented by the union in the Police Department will be receiving a 3.5% wage increase per contract, and my wage is set by ordinance that needs council approval. Most employees have gone two years without a wage increase, and some for three years. Julie has incorporated these numbers into the draft budget you have for consideration.

The exciting news for 2022 is we are on our way to getting healthy financially. We now have a policy in place that requires 15% of revenues automatically placed into a reserve for the General Fund. However, we are requesting this requirement to be reduced to 10% for 2022 as our latest revenue forecast shows that setting 15% into reserves would require cuts to the budget that would impact services further than anticipated. For the short term this will reduce available funding to bring previously approved expenditures back right of way, but long term this will pay off as we prepare the city for the next time, we have an economic impact to our revenues. Revenues have rebounded sooner than any of us expected, however we still have a way to go before we are at pre covid levels.

I believe 2022 will be an exciting year with the start of construction of the new Municipal Building, the continued recovery from covid, the sale of the Weyerhaeuser Property along the river, and pending new businesses that will help us get to the best economic condition we have seen in years. Below are the needs I see we need to work on for the 2022 budget. If you have any questions, please give me a call.

Sincerely,

Darrin C. Raines
City Administrator

Flood Control

Mill Creek Multi Objective Plan – This project to study the next phase of potential Mill Creek Flood Control Improvements will begin in 2022 and funded by the Chehalis Basin Flood Authority.

Stormwater Utility- We will begin collecting in January for the Stormwater Utility. We will collect for the first half of the year and then start spending in July. We plan to use only a half years budget for 2022 as we want to start with a half year reserve.

Personnel

We need to fill a position in Public Works. This department is still with a crew of three people when there used to be seven in this department. The cuts in this department occurred when the Pulp Mill closed prior to the purchase by the Gores Group to save funding in the general fund, and help supplement the Police, Fire, and City Hall Departments where we were impacted the most financially. This position was planned to be filled in 2020, however with the impacts of covid, this had to be delayed.

I am proposing a slight restructure of how we are doing things in Public Works and Code Enforcement. As everyone is aware, we have a great need for additional help in Code Enforcement. I propose we make Jeff Nations our Public Works Superintendent, also our Code Enforcement Officer. This would help with having this work done by an in-house employee. To accomplish this, we need to hire a position in Public Works that will help cover Jeff's time when he is busy with Code Enforcement.

This new position will be funded by paying a portion of Jeff's time from the Code Enforcement budget that is within in the Community Development Budget, therefore making funds available for the new position. Having a new hire will save on overtime costs when this person performs weekend duties twelve times per year versus one of our senior employees who are at the top of the pay range. We would have available between \$15,000 to \$20,000 spent a year on a part time employee. We will have funding available in July from the Stormwater Utility that will help pay for part of this position, and the rest would come from the utility funds.

My goal is also to start Jeff training to become our own in house Building Official. He will be training the entire year to get certified and get experience working with Bill This will help streamline our permit process as well as inspections process going forward.

We need to have one of the deputy clerks trained as a permit tech to help streamline the process for citizens wanting a building permit and to help process the final paperwork to the county.

We also have a need for Animal Control to return. This is something Chief Stratton and I have been discussing for the future where we could combine this with a new position in the Police Department in 2023 or later when the budget allows. This is a discussion Casey, and I will start with the City Council in early 2022 on how this may be a possibility and potentially save us money on the long-term Police Department personnel costs.

Infrastructure Projects

Water

In the Water Department, we will be getting the well on Stanford Drive up and running. This will help decrease our dependency on Aberdeen for water by 5%, therefore keeping more revenue in Cosmopolis. The Public Works Crew will finish installing the new water meters that are on hold as we have not had people available to work on this over the last year from other more pressing duties.

Sewer

In 2022, we will begin preliminary engineering for the upgrade of the control panels and pumps at the Main Pump Station that sends all our sewage to Aberdeen. This project will improve pumping efficiency and lower energy costs. We will have a report ready for the start of the 2023 budget meetings next fall.

Municipal Building

We hope to have this project go out to bid in January and start construction in early April.

Fire Station

We need to paint and stain the exterior of the Fire Station. There are other things that need to be completed as well. The Fire Department is currently working on a list of projects that need to be done and will be bringing them forward in the budget process.

Parks and Cemetery

In 2022, the roof on the maintenance building at the Cemetery will be replaced.

In the Parks Department, the Mill Creek Restrooms will be upgraded with new plumbing fixtures, LED lighting and partitions installed in the lower restroom. The upper restroom will have a new roof installed as well as new LED lighting. Both buildings will have the interiors painted.

Operations

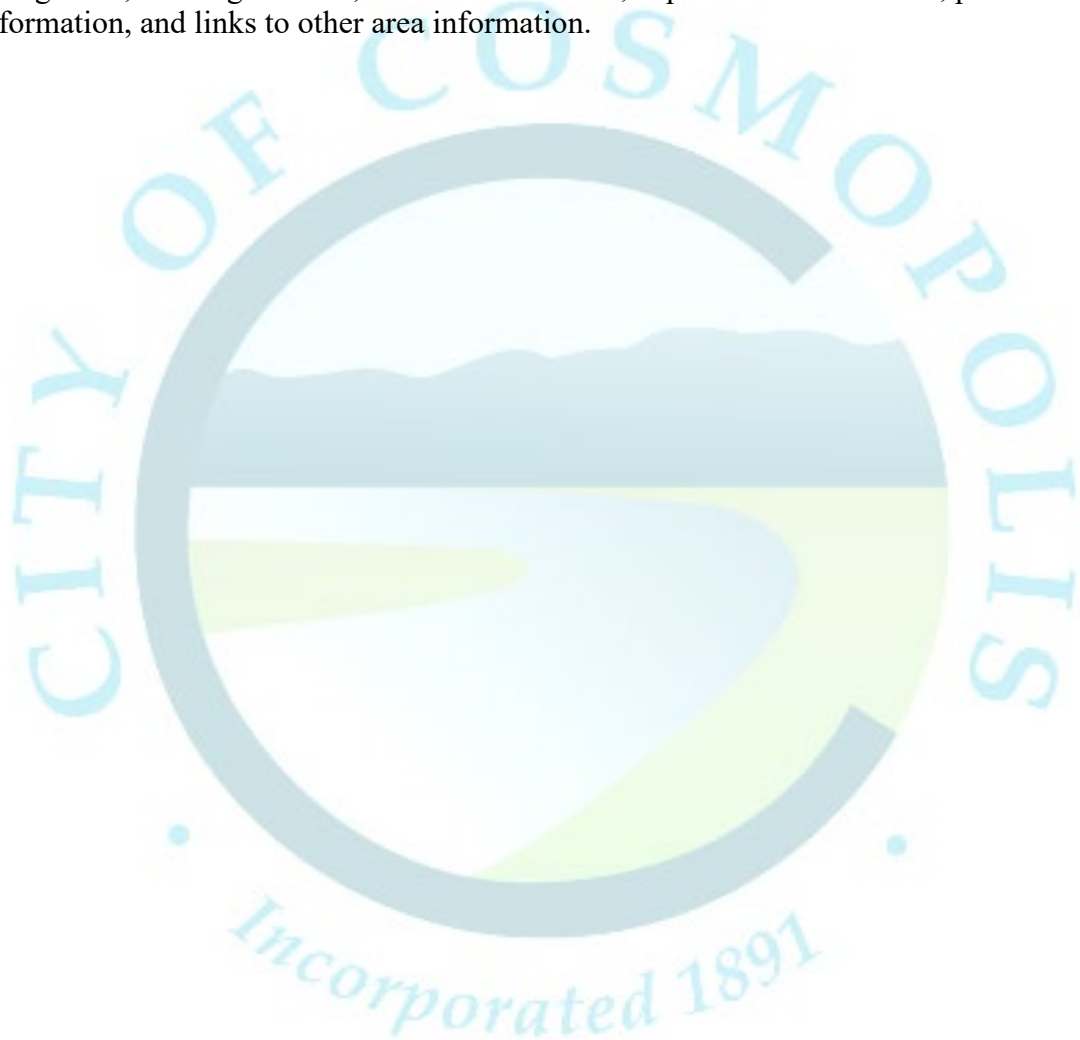
In City Hall, we continue to strive for ways to operate more efficiently with the ever-increasing tools available to us such as software improvements, or equipment upgrades. Speaking with Julie, the items that would be most beneficial to the city are a shared file network that would be accessible by the department heads from any location. This would also provide cloud based back up of city files.

Muni-Code who does our online hosting of the Municipal Code has an upgrade available that would provide meeting minutes, host our agendas for the public, and would host recordings of our meetings. This would help provide better transparency and access for the public.

The last item we believe would be beneficial would be an online billing system where customers can pay and access their utility bills online. This would save us time and labor from not having to manually print bills and stuff them into envelopes

All the items listed above would improve efficiencies and help provide better service to our citizens.

The last item we feel would be beneficial to our citizens, council, and staff would be an updated City Website. What we currently have is outdated and could certainly provide more information for all of us. This is an ever-increasing source for researching information on things such as council agendas, meeting minutes, contact information, department information, permit forms and information, and links to other area information.



For your consideration, the 2022 proposed Annual Budget for the City of Cosmopolis.

Proposed expenditures for the forthcoming budget year are provided in the following table on a comparative basis with the current year's budget and previous year's actual expenditures:

Fund	2021 YTD November	2021 Budget	Proposed Budget
General Fund	1,448,707	1,473,160	2,260,933
Fire Equipment	21,922	26,500	35,620
Equipment Reserve	82,833	131,000	142,000
Advanced Cemetery	0.00	6,010	8,100
Makarenko Park	0.00	1,500	0.00
Street Fund	104,329	190,400	206,483
Cemetery Perpetual Care	125.00	54,500	54,500
Real Estate Excise Tax	0.00	153,899	50,335
UTGO Bond Fund - 1997	0.00	50,335	2,941,000
UTGO Bond-2020	283,072	3,080,000	200,000
Water Fund	502,078	512,100	625,000
Sewer Fund	535,049	554,750	599,000
Special LID Fund	336.00	61,070	59,070
Stormwater Utility	0.00	0.00	63,000
Makarenko Park Reserve	0.00	245,250	245,250
Grand Total	\$2,978,451	6,540,474	7,490,291

The budget as proposed is approximately 14% percent higher than last year's. Due to supply chain disruptions and high demand, the cost of services and products has increased. As of November 10, 2021, inflation was at 6.2 percent.

Estimated revenues for the forthcoming budget are provided in the following table and last year's actual revenues received. These projections, current adopted budget, and prior year results are as follows:

Fund	2021 YTD November	2021 Budget	Proposed Budget
General Fund	1,867,544	1,473,010	2,260,933
Fire Equipment	24,790	26,500	35,620
Equipment Reserve	133,863	131,000	142,000
Advanced Cemetery	8,100	6,010	8,100
Makarenko Park		1,500	0
Street Fund	177,981	190,400	206,486
Cemetery Perpetual Care	56,726	54,500	54,500
Real Estate Excise Tax	179,485	153,899	200,000
UTGO Bond Fund - 1997	50,334	50,335	50,335

UTGO Bond-New Facility	3,084,945	3,080,000	2,941,000
Water Fund	561,392	512,100	625,000
Sewer Fund	569,022	554,750	599,000
Special LID Fund	21,235	61,070	59,070
Stormwater Utility	0	0	63,000
Makarenko Park Reserve	169,147	245,250	245,250
Grand Totals	6,904,564	6,540,324	7,490,291

EQUIPMENT/IMPROVEMENT REQUESTS

Public Works is seeking \$16,000 to purchase a new gator to replace an aging machine. The Police Department is asking for \$10,000 to replace weapons due to State mandates.

PERSONNEL

The Police Department is under a union contract. This will provide for a 3.5% wage increase for the Deputy Chief, Patrol Officers, and Police Clerk. For all non-union positions, we are asking for a 3% increase. No pay increases were given during 2021.

EMPLOYEE BENEFITS

AWC administers the medical, dental, and vision benefits provided to City employees. An increase 5.8% has been finalized for medical premiums. Dental insurance premiums are increasing 2%. All other benefits are expected to remain the same.

2022 Budget by Fund and Department

001 GENERAL FUND		2021	2022
		Appropriated	Appropriated
308	Beginning Balances	\$80,000	\$250,000
310	Taxes	\$1,249,200	\$1,427,600
320	Licenses & Permits	\$40,900	\$49,100
330	Intergovernmental Revenues	\$93,500	\$472,308
340	Charges For Goods & Services	\$11,550	\$11,500
350	Fines & Penalties	\$41,360	\$32,425
360	Interest & Other Earnings	\$12,480	\$7,950
380	Non Revenues	\$24,170	\$10,050
390	Other Financing Sources	\$0	
397	Interfund Transfers	\$0	
TOTAL REVENUES		\$1,553,160	\$2,260,933
511	Legislative	\$16,000	\$19,200
512	Judicial	\$35,500	\$35,500
513	Executive	\$8,250	\$8,250
514	Financial, Recording & Elections	\$124,650	\$243,450
515	Legal Services	\$31,200	\$31,200
518	Centralized Services	\$49,025	\$53,750
521	Law Enforcement	\$777,250	\$857,900
522	Fire Control	\$176,160	\$184,829
523	Detention/Correction	\$5,000	\$5,000
524	Protective Inspections	\$25,400	\$8,200
528	Dispatch Services	\$38,000	\$38,000
536	Cemetery	\$22,570	\$28,030
537	Garbage & Solid Waste	\$1,750	\$3,650
539	Irrigation And Reclamation	\$150	\$150
553	Conservation	\$8,610	\$1,400
558	Planning & Community Devel	\$35,100	\$21,400
566	Substance Abuse	\$400	\$400
573	Cultural & Community Activities	\$0	\$2,050
576	Park Facilities	\$27,600	\$185,086
580	Non Expenditures	\$35,133	\$260,940
591	Debt Service - Principal Repayment	\$55,412	\$22,548
594	Capital Expenditures	\$0	
597	Interfund Transfers	\$0	
508	Ending Balance	\$80,000	\$250,000
TOTAL EXPENDITURES		\$1,553,160	\$2,260,933

002 Fire Equipment Fund

Account	2021 Appropriated	2022 Appropriated
308 Beginning Balances	\$6,500	\$9,620
310 Taxes	\$0	\$24,000
360 Interest & Other Earnings	\$20,000	\$0
380 Non Revenues	\$0	\$0
397 Interfund Transfers	\$0	\$0
TOTAL REVENUES:	\$26,500	\$35,620
591 Debt Service - Principal Repayment	\$20,000	\$32,884
597 Interfund Transfers	\$0	\$0
999 Ending Balance	\$6,500	\$2,736
TOTAL EXPENDITURES:	\$26,500	\$35,620

007 Equipment Reserve Fund

Account	2021 Appropriated	2022 Appropriated
308 Beginning Balances	\$70,000	\$65,000
310 Taxes	\$61,000	\$77,000
TOTAL REVENUES:	\$131,000	\$142,000
591 Debt Service - Principal Repayment	\$51,878	\$47,620
594 Capital Expenditures	\$0	\$41,000
999 Ending Balance	\$79,122	\$53,380
TOTAL EXPENDITURES:	\$131,000	\$142,000

011 Advance Payment Cemetery Fund

Account	2021 Appropriated	2022 Appropriated
308 Beginning Balances	\$6,010	\$8,100
340 Charges For Goods & Services	\$0	\$0
360 Interest & Other Earnings	\$0	\$0
380 Non Revenues	\$0	\$0
TOTAL REVENUES:	\$6,010	\$8,100
580 Non Expenditures	\$0	\$0
597 Interfund Transfers	\$0	\$0
999 Ending Balance	\$6,010	\$8,100
TOTAL EXPENDITURES:	\$6,010	\$8,100

012 Makarenko Park

Account	2021 Appropriated	2022 Appropriated
308 Beginning Balances	\$0	\$0
360 Interest & Other Earnings	\$1,500	\$0
380 Non Revenues	\$0	\$0
TOTAL REVENUES:	\$1,500	\$0
576 Park Facilities	\$0	\$0
580 Non Expenditures	\$0	\$0
594 Capital Expenditures	\$0	\$0
999 Ending Balance	\$1,500	\$0
TOTAL EXPENDITURES:	\$1,500	\$0

101 Street Fund

Account	2021 Appropriated	2022 Appropriated
308 Beginning Balances	\$10,000	\$50,000
310 Taxes	\$120,000	\$120,000
330 Intergovernmental Revenues	\$44,500	\$35,483
340 Charges For Goods & Services	\$0	\$0
360 Interest & Other Earnings	\$1,000	\$1,000
380 Non Revenues	\$24,900	\$0
390 Other Financing Sources	\$0	\$0
397 Interfund Transfers	\$0	\$0
TOTAL REVENUES:	\$200,400	\$206,483
542 Streets - Maintenance	\$146,580	\$109,530
543 Streets Admin & Overhead	\$27,550	\$28,730
576 Park Facilities	\$0	\$0
580 Non Expenditures	\$10,000	\$10,000
591 Debt Service - Principal Repayment	\$6,270	\$3,600
594 Capital Expenditures	\$0	\$0
597 Interfund Transfers	\$0	\$0
999 Ending Balance	\$10,000	\$54,623
TOTAL EXPENDITURES:	\$200,400	\$206,483

105 Cemetery Perpetual Care Fund

Account	2021 Appropriated	2022 Appropriated
308 Beginning Balances	\$52,500	\$52,500
340 Charges For Goods & Services	\$2,000	\$2,000
397 Interfund Transfers	\$0	\$0
TOTAL REVENUES:	\$54,500	\$54,500
536 Cemetery	\$0	\$0

999	Ending Balance	\$54,500	\$54,500
TOTAL	EXPENDITURES:	\$54,500	\$54,500

204 UTGO Bond Redemption Fund 1997

Account		2021 Appropriated	2022 Appropriated
308	Beginning Balances	\$50,335	\$50,335
310	Taxes	\$0	\$0
360	Interest & Other Earnings	\$0	\$0
380	Non Revenues	\$0	\$0
397	Interfund Transfers	\$0	\$0
TOTAL	REVENUES:	\$50,335	\$50,335
580	Non Expenditures	\$0	\$0
591	Debt Service - Principal Repayment	\$0	\$0
999	Ending Balance	\$50,335	\$50,335
TOTAL	EXPENDITURES:	\$50,335	\$50,335

205 UTGO Bond Redemption Fund 2020

Account		2021 Appropriated	2022 Appropriated
308	Beginning Balances	\$2,900,000	\$2,760,000
310	Taxes	\$180,000	\$181,000
360	Interest & Other Earnings	\$0	\$0
390	Other Financing Sources	\$0	\$0
TOTAL	REVENUES:	\$3,080,000	\$2,941,000
515	Legal Services	\$0	\$0
591	Debt Service - Principal Repayment	\$180,000	\$180,234
594	Capital Expenditures	\$2,800,000	\$2,760,766
999	Ending Balance	\$100,000	\$0
TOTAL	EXPENDITURES:	\$3,080,000	\$2,941,000

305 Real Estate Excise Tax

Account		2021 Appropriated	2022 Appropriated
308	Beginning Balances	\$133,899	\$180,000
310	Taxes	\$20,000	\$20,000
330	Intergovernmental Revenues	\$0	\$0
360	Interest & Other Earnings	\$0	\$0
397	Interfund Transfers	\$0	\$0
TOTAL		\$153,899	\$200,000
521	Law Enforcement	\$0	\$0
594	Capital Expenditures	\$5,000	\$32,500
999	Ending Balance	\$148,899	\$167,500
TOTAL		\$153,899	\$200,000

401 Water Fund

Account	2021 Appropriated	2022 Appropriated
308 Beginning Balances	\$30,000	\$10,000
340 Charges For Goods & Services	\$512,000	\$615,000
360 Interest & Other Earnings	\$100	\$0
380 Non Revenues	\$0	\$0
390 Other Financing Sources	\$0	\$0
397 Interfund Transfers	\$0	\$0
TOTAL REVENUES:	\$512,100	\$625,000
534 Water Utilities	\$475,960	\$547,150
580 Non Expenditures	\$0	\$0
591 Debt Service - Principal Repayment	\$36,140	\$33,673
594 Capital Expenditures	\$0	\$0
597 Interfund Transfers	\$0	\$0
999 Ending Balance	\$30,000	\$44,177
TOTAL EXPENDITURES:	\$512,100	\$625,000

402 Sewer Fund

Account	2021 Appropriated	2022 Appropriated
308 Beginning Balances	\$30,000	\$10,000
340 Charges For Goods & Services	\$524,750	\$589,000
360 Interest & Other Earnings	\$0	\$0
380 Non Revenues	\$0	\$0
397 Interfund Transfers	\$0	\$0
TOTAL REVENUES:	\$554,750	\$599,000
535 Sewer	\$487,400	\$580,000
580 Non Expenditures	\$0	\$0
591 Debt Service - Principal Repayment	\$37,350	\$2,702
594 Capital Expenditures	\$0	\$0
597 Interfund Transfers	\$0	\$0
999 Ending Balance	\$30,000	\$16,298
TOTAL EXPENDITURES:	\$554,750	\$599,000

404 Special Revenue Fund Lid 99-1

Account	2020 Appropriated	2021 Appropriated
308 Beginning Balances	\$51,570	\$51,570
360 Interest & Other Earnings	\$2,000	\$0
380 Non Revenues	\$7,500	\$7,500
TOTAL REVENUES:	\$61,070	\$59,070
514 Financial, Recording & Elections	\$340	\$340
538 Combined Utilities	\$0	\$0

580	Non Expenditures	\$0	\$0
597	Interfund Transfers	\$0	\$0
999	Ending Balance	\$60,730	\$58,730
TOTAL	EXPENDITURES:	\$61,070	\$59,070

410 Stormwater Utility

Account		2021 Appropriated	2022 Appropriated
308	Beginning Balances	\$0	\$0
340	Charges for Goods & Services	\$0	\$63,000
TOTAL	REVENUES:	\$0	\$63,000
531	Storm Water Services	\$0	\$31,500
999	Ending Balance	\$0	\$31,500
TOTAL	EXPENDITURES:	\$0	\$63,000

702 Makarenko Park Reserve Fund

Account		2021 Appropriated	2022 Appropriated
308	Beginning Balances	\$198,250	\$198,250
360	Interest & Other Earnings	\$11,000	\$11,000
380	Non Revenues	\$36,000	\$36,000
397	Interfund Transfers	\$0	\$0
TOTAL	REVENUES:	\$245,250	\$245,250
580	Non Expenditures	\$0	\$0
597	Interfund Transfers	\$11,000	\$11,000
999	Ending Balance	\$234,250	\$234,250
TOTAL	EXPENDITURES:	\$245,250	\$245,250

CITY OF COSMOPOLIS
RESOLUTION NO. 2021-08

A RESOLUTION setting sewer rates and charges and water rates and charges; and creating an effective date.

WHEREAS, Section 13.12.010 provides that the rates and charges for sewerage service shall be set by resolution of the City Council; and

WHEREAS, Section 13.44.010 provides that the rates and charges for water service shall be set by resolution of the City Council; and

WHEREAS, the City Council has recognized a need to amend the rates and charges for sewerage and water services; NOW THEREFORE,

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF COSMOPOLIS, WASHINGTON, IN REGULAR MEETING DULY ASSEMBLED, AS FOLLOWS:

SECTION 1. The monthly base rate for sewerage services shall be set as follows:

Charge 1- Resident	\$60.48
Rate 2-Business	\$81.99
Restaurant	\$117.10
Cosmopolis School	\$351.45
Harbor Mobile	\$60.48 per active lot
Cosmo Fibers Sewer	\$4,392.54
River Run RV Park	\$351.45

SECTION 2. The monthly base rate for water services shall be set as follows:

Charge 1 – ¾” Meter	\$26.90
Highlands Extra Meter	\$36.74
Charge 2 – 1” Meter	\$36.74
Outside City Limits	\$40.62
Cosmopolis School	\$76.86
Cosmo Fibers Water	\$505.36

Monthly usage Rate	\$0.06101 per cubic foot
River Run RV Park	\$76.86

SECTION 3. The fees and taxes for Utility Services shall be set as follows:

Utility Tax	13.5% of water & sewer charges
Temporary Turn-On (72 Hours)	\$50.00
Call-out Fee/Repair Service	\$20.00 (with two free occurrences per year)
After Hours Fee	\$150.00
Returned Check Fee First Occurrence	\$25.00
Returned Check Fee Second Occurrence	\$50.00
Delinquent Fee	\$10.00
Door Tag Fee	\$25.00
Re-Connection/Turn-On Fee	\$25.00
New Account Fee	\$30.00
Interest on Delinquent Accounts	1% per month/12% per year

SECTION 4. This resolution shall be effective on January 1, 2022.

PASSED AND APPROVED this 15TH day of December, 2021.

Mayor

Attest:

Finance Director

CITY OF COSMOPOLIS
RESOLUTION NO. 2021-09

A RESOLUTION FIXING THE SALARY OF THE POLICE CHIEF AND THE FINANCE DIRECTOR AFTER JANUARY 1, 2022.

WHEREFORE, the employment agreements with the Police Chief and the Finance Director provide that the salaries of each position shall be set by the City Council by resolution, NOW THEREFORE,

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF COSMOPOLIS, WASHINGTON, IN REGULAR MEETING DULY ASSEMBLED, AS FOLLOWS:

SECTION 1. The Police Chief shall receive a monthly salary in the amount of \$8,855.00, effective January 1, 2022.

SECTION 2. The Finance Director shall receive a monthly salary in the amount of \$7,283.72, effective January 1, 2022.

PASSED AND APPROVED this 15th day of December, 2021.

Kyle Pauley -- Mayor

Attest:

Julie Pope – Finance Director

CITY OF COSMOPOLIS
ORDINANCE NO. 1374

AN ORDINANCE CONCERNING STORMWATER MANAGEMENT UTILITY RATES; AMENDING SECTION 13.65.050 OF THE COSMOPOLIS MUNICIPAL CODE.

BE IT ORDAINED by the City Council of Cosmopolis as follows:

SECTION 1. Section 13.65.050 of the Cosmopolis Municipal Code shall be amended to read as follows:

13.65.050 Stormwater utility rates.

~~(1) Stormwater rates shall be based upon an equivalent stormwater unit (ESU). One ESU shall equal one thousand square feet of impervious area. A single family home or duplex shall be assigned one ESU. All other parcels shall be assigned an ESU determination based upon square footage.~~

~~(2) The monthly stormwater rates effective September 1, 2021 shall be \$6.50 per ESU.~~

~~(3) The monthly stormwater rates effective January 1, 2022 shall be \$6.70 per ESU.~~

~~(4) The monthly stormwater rates effective January 1, 2023 shall be \$6.90 per ESU.~~

~~(5) The monthly stormwater rates effective January 1, 2024 shall be \$7.11 per ESU.~~

~~(6) The monthly stormwater rates effective January 1, 2025 shall be \$7.32 per ESU.~~

(1) The monthly stormwater rate for lots no greater than 20,000 square feet in size shall be \$7.00

(2) The monthly stormwater rate for large lots greater than 20,000 square feet in size shall be \$14.00.

~~(7)~~ (3) The above rates shall take effect on January 1, 2022. Thereafter, the monthly stormwater rates shall be increased on an annual basis, effective January 1st of each subsequent year, based upon a percentage which corresponds with the CPI-W All Urban Consumers, June to June index, for that year.

PASSED AND APPROVED this 15th day of December, 2021.

Mayor

Attest:

Finance Director

I, Julie Pope, Finance Director for the City of Cosmopolis, Washington do hereby certify that the foregoing is a true and correct copy of Ordinance No. 1374 of the ordinances of the City of Cosmopolis, Washington, and that the same was passed regularly and according to law on the 15th day of December, 2021.

Finance Director