

# CITY OF COSMOPOLIS

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CITY ADMINISTRATOR



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RE: January 18, 2023, City Administrator Council Report

**Item 1)** *Fire Department Updates*- Mayor Pauley has appointed Nick Falley as our new Fire Chief. Nick's council confirmation will be on this agenda for consideration

**Item 2)** *Mill Creek Multi-Objective Plan*- HDR Engineering is continuing to evaluate the records including plans, drawings, and adjacent utilities, that we sent them as part of the evaluation of Mill Creek and the problem flooding areas we have within Cosmopolis. Upon completion of evaluating these records and reviewing information gathered during their sight visit in December, a list of project alternatives will be given to the City of Cosmopolis.

I hope to have a draft list to present with the Project Engineers during a Public Hearing in March or April. I will keep you posted on any new information that arises between now and then.

**Item 3)** *New Municipal Building*- Harbor Architects continues to finalize plans and specification for the new Municipal Building. The bid date is expected to be in early April.

I have had several questions from residents concerning why we are still looking at completing this project while the City of Cosmopolis has a tight budget at this time as well as Cosmo Specialty Fibers being shut down temporarily while the new owners prepare the facility for opening in late March or early April. As you are aware, this project is funded by a bond levy that was passed in 2019 and is not affected by our current revenue stream or the current situation with Cosmo Specialty Fibers.

The project has however been downsized from the original plans to be able to stay within budget and to try and keep up with the record inflation seen in 2022.

**Item 4) Landscaping and Mowing Services-** A few months ago we advertised quotes for Landscaping and Mowing Services for First and Second Street Planters as well as mowing in the same area. At that time, we only received 1 quote that was more than we could afford. The reason we are looking at hiring a contractor to do this is that it is cheaper than what it costs city staff to do this work. The 2<sup>nd</sup> reason is with Public Works being shorthanded, this will help reduce their workload.

We just received an updated quote from the same contractor that submitted a quote before, and we are in the process of reviewing it to make sure it will save us money and fulfill the needs of our request. Jeff and I will have a final number to present at the meeting for consideration. On Tuesday Jeff will be meeting with the contractor to review all the areas in the quote and to look at the Cemetery to see if that would be another area where we could save money going forward.

**Item 5) Budget Update-** Over the next couple of weeks, both Julie and I will be meeting with all the Department Heads to discuss the 2023 budget and the effects of the temporary closure of Cosmo Specialty Fibers. We will be coming up with a quarterly spending plan for all Departments to help us ensure we get through this period with no major issues. Julie has been preparing a PowerPoint presentation that we will use in this meeting with Department Heads, and we will present this to the City Council at the February Council Meeting. I will also be preparing a presentation for the February Council Meeting showing historical spending and budget cuts made during the prior two Pulp Mill closures.

Another item I would like to comment on is employee cost of living increases. There have been many comments and questions raised recently on why we are giving ourselves raises during this budget crunch. As you are aware, we cannot give ourselves wage increases, they must be approved by both the Mayor and the City Council with the passage of the budget. Even though cost of living increases were included in this year's budget, all the non-union employees have offered to delay receiving any wage increases until the Pulp Mill is back up and running, and after we are recovering financially. I want to thank all our Employees for their dedication and willingness to help our city!

Sincerely,

***Darrin C. Raines***

Darrin C. Raines  
City Administrator