

CITY COUNCIL SPECIAL MEETING
APRIL 1, 2010 @ 12:00 PM
LIBRARY MEETING ROOM
MINUTES

A. CALL TO ORDER

Mayor James Kallander called the Council Special Meeting to order at 12:00 pm on April 1, 2010 in the Library Meeting Room.

B. ROLL CALL

Present for roll call were *Mayor James Kallander*, Council members *Keith van den Broek*, *James Kacsh*, *Bret Bradford*, *EJ Cheshier*, *David Reggiani*, and *Robert Beedle*. Council member *David Allison* was absent. Also present were City Manager *Mark Lynch*, City Clerk *Lila Koplín*, and Human Resources Specialist *Cindy Appleton*.

C. APPROVAL OF AGENDA

M/Reggiani S/Bradford to approve the regular agenda.

Vote on motion: 6 yeas, 0 nays, 1 absent. (David Allison) Motion carried.

D. DISCLOSURES OF CONFLICTS OF INTEREST –none.

E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience comments regarding agenda items.

David Allison arrived at 12:03 p.m.

F. NEW BUSINESS

2. City Clerk Interview

Council asked applicant, *Susan Bourgeois*, a series of 18 interview questions; of which she responded to the best of her ability.

3. Possible selection of City Clerk

Susan Bourgeois left the room while the Council discussed her qualifications for the City Clerk position. Discussion was started by *James Kallander* saying he feels that *Bourgeois*, as a long time employee, is familiar with the City's procedures and daily activities. *Kallander* asked *Lila Koplín* if she had a recommendation for *Bourgeois* to replace her as the City Clerk.

Lila Koplín stated that when she hired *Bourgeois* in 2002 she caught on very quickly. She continues to perform her duties well and is very reliable. *Koplín* feels *Bourgeois* is eager to learn and is very capable of filling the position. Council members mentioned that they felt she is an asset to the office and has in the past operated in *Koplín's* stead competently. *Koplín* stated that parliamentary procedures training and experience would aide *Bourgeois* in fulfilling this new role.

4. Possible discussion of City Clerk Contract offer

M/Bradford S/Cheshier to go into executive session to discuss an offer of the City Clerk. Subjects which may be discussed are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government.

Vote on motion: 7 yeas, 0 nays. Motion carried.

Mayor Kallander reconvened the Special Meeting at 1:15 pm.

Mayor Kallander presented the offer of Cordova City Clerk to *Susan Bourgeois*. This offer was a 3-year contract, \$60K annual salary, and a \$5K prorated signing bonus. Council requested they be notified of her decision by 5:00 pm April 2, 2010.

Susan Bourgeois presented a counter offer to Council. She requested no signing bonus, \$65K annual salary and the benefits to be more specifically spelled out in her contract.

M/Bradford S/Cheshier to go into executive session to discuss the counter offer for the position of the City Clerk. Subjects which may be discussed are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government.

Vote on motion: 7 yeas, 0 nays. Motion carried.

Mayor Kallander reconvened the Special Meeting at 1:30 pm.

Mayor Kallander spoke for the Council and accepted *Susan Bourgeois*' counter offer of \$65K with no signing bonus and benefits written more specifically. The contract is in draft form and will be sent to the attorney for final review. Council requested *Bourgeois*' decision by 5 pm April 2, 2010.

G. AUDIENCE PARTICIPATION

H. COUNCIL COMMENTS

Robert Beedle says he welcomes *Susan Bourgeois* aboard.

EJ Cheshier says he is glad she applied and thinks the City will get their money's worth out of her.

David Allison says he is very pleased *Susan Bourgeois* applied and looks forward to the future.

David Reggiani says he is very glad *Susan Bourgeois* applied. He enjoyed working with her on the Police and Fire Facilities Committee previously and looks forward to working with her in this new capacity.

Bret Bradford thanked *Susan Bourgeois*. He knows she is making several personal sacrifices to take this position and wanted her to know it has not gone unnoticed and they appreciate it.

Keith van den Broek thanked *Susan Bourgeois*, and congratulates her on her new position should she choose to accept the offer.

James Kacsh thanked *Susan Bourgeois* and feels they are very lucky to have her applying.

M/Allison S/Cheshier, to move to direct the Clerk to work up the contract as discussed.

Vote on motion: 7 yeas, 0 nays. Motion carried.

I. ADJOURNMENT

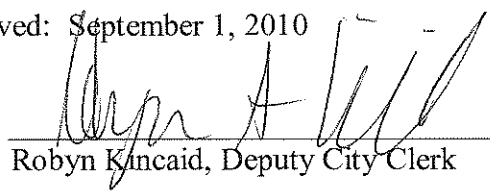
M/Kacsh S/Bradford to adjourn the special meeting.

Vote on motion: 7 yeas, 0 nays. Motion carried.

The meeting adjourned at 1:35 pm.

Approved: September 1, 2010

Attest:


Robyn Kincaid, Deputy City Clerk

