

**CITY COUNCIL SPECIAL MEETING
MAY 7, 2013 @ 6:00 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kacsh called the Council Special Meeting to order at 6:00 pm on May 7, 2013 in the Library Meeting Room.

B. ROLL CALL

Present for roll call were *Mayor James Kacsh* and Council members *Tim Joyce, David Allison, Bret Bradford, EJ Cheshier* and *David Reggiani*. Council members *Kristen Carpenter* and *James Burton* were absent. Also present were Interim City Manager *Don Moore* and City Clerk *Susan Bourgeois*.

C. APPROVAL OF AGENDA

M/Reggiani S/Bradford to approve the agenda.

M/Joyce S/Reggiani to amend the agenda, so that Resolution 05-13-27 is discussed before the City Manager candidate telephone interviews.

Vote on amendment: 5 yeas, 0 nays, 2 absent (Carpenter, Burton). Motion carried.

Vote on main motion: 5 yeas, 0 nays, 2 absent (Carpenter, Burton). Motion carried.

D. DISCLOSURES OF CONFLICTS OF INTEREST – None.

E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Comments regarding agenda items – None.

Council member *Kristen Carpenter* joined the meeting at 6:02 pm.

F. NEW BUSINESS

2. Resolution 05-13-27

A resolution of the City Council of the City of Cordova, Alaska, authorizing the City Manager to use \$900,000 from the UBS line of credit account to compensate Denny's Construction, Inc. for all work completed by it on the Cordova Center.

M/Bradford S/Reggiani to approve Resolution 05-13-27, a resolution of the City Council of the City of Cordova, Alaska, authorizing the City Manager to use \$900,000 from the UBS line of credit account to compensate Denny's Construction, Inc. for all work completed by it on the Cordova Center.

Joyce requested for *Moore* to explain to the Council where they were at with signatures and contracts. *Moore* stated that the agreement was in the parameters that were set forth by the City Council, and it has been signed and notarized by both parties. The operative clause required payment by May 10th, which is Friday. They need at least a day to set up the draw from the line-of-credit, and then they can do a wire transfer. The current rate on the line-of-credit is 2.699%, which translates into about \$2,010 per month in interest. The current blended rate for the permanent fund is generating slightly more than that. *Mayor Kacsh* asked what the turn-around time was on receiving a check from EVOS after they requested funds. *Moore* was uncertain. *Reggiani* stated that turn-around time was typically about three weeks.

Vote on motion: 6 yeas, 0 nays, 1 absent (Burton). Joyce – yes, Cheshier – yes, Bradford – yes, Carpenter – yes, Reggiani – yes, Allison – yes. Motion carried.

3. City Manager Candidate Telephone Interviews

Bradford thought that either questions 2 or 4 should be removed or possibly combined. *Joyce* thought that asking question #2 was more relevant for the first interview, and question #4 for a follow up interview question. He was in favor of taking #4 out. Mayor *Kacsh* thought they could reword question

#4 to make it a more general community question. *Joyce* suggested asking what the role of the City in a rural community is in providing things for the community. *Carpenter* thought they should just remove a question instead of trying to combine. *Cheshier* agreed. The *Council* concurred with removing #4.

The *Council* called the first applicant, *Dennis Sparks*. *Mayor Kacsh* welcomed Mr. Sparks. *Joyce* started the interview by asking how he would describe his management style. *Sparks* replied that it was a team management style characterized by working with department heads and the City Council. *Carpenter* asked in his experience, what problem areas were most stressful for Managers. *Sparks* replied that the most challenging situation is when the City Council is divided. *Bradford* asked what was one thing Sparks was proud of accomplishing, and to describe it. *Sparks* discussed a situation where he helped a City he had worked for avoid bankruptcy. As a personal accomplishment, he talked about becoming a flight instructor. *Reggiani* asked what his career goals were, and how did Cordova fit into them. *Sparks* stated that he had done a lot of research on Cordova, and he feels that him and his wife would fit in nicely there. *Mayor Kacsh* asked him about his experience in implementing and managing a budget through its cycle. *Sparks* stated that he has a lot of experience with budgets, up to 45 million dollars. He has also supervised up to 12 department heads with 366 employees. He also stated that he has not had a tax increase while he was a City Manager. *Allison* asked if he had ever had a supervisory role with union employees, and if so, could he explain his philosophy. *Sparks* stated that he did have experience, as well as being their representative. He also has experience as a Court ordered mediator. *Cheshier* asked how *Sparks* viewed the relationship between the City Manager and the City Council and the Mayor and the City Clerk. *Sparks* stated that he has enough experience, and he knows where all the lines are. He knows how to work collaboratively with each entity. *Joyce* asked *Sparks* to describe a time when he had to intervene to solve a problem or conflict. *Sparks* stated that most issues were personnel issues. They were pretty simple to solve by explaining particular job duties. He also described a situation where an employee was fired. *Carpenter* asked how *Sparks* thought he would fit into living in a small, rural, Alaskan community. *Sparks* stated that he grew up as an outdoorsman, hunted all his life, and now enjoys wildlife photography. He has been to Alaska before, and thinks Cordova would be a nice place. *Bradford* asked why it would be in the Council's best interest to hire him. *Sparks* talked about all of his experience, as well as wanting to finally settle down. The *Council* thanked Sparks, and ended the interview.

The *Council* called the second applicant, *Russell Pratt*. *Joyce* started the interview by asking how he would describe his management style. *Pratt* replied that he likes to encourage a collegial environment. *Carpenter* asked about in his experience, what problem areas were most stressful for Managers. *Pratt* stated that the elected officials could sometimes be tough to handle. *Bradford* asked what was one thing *Pratt* was proud of accomplishing, and to describe it. *Pratt* explained a time when he worked for a town that was going through a tough time, and he applied for the JFOA budget award, and won. *Reggiani* asked what his career goals were, and how did Cordova fit into them. *Pratt* stated that he wanted to continue on in local government. *Mayor Kacsh* asked him about his experience in implementing and managing a budget through its cycle. *Pratt* stated that he has created eight or nine municipal budgets. He also developed a tool to update the City Manager on a daily basis about where the budget stood. *Allison* asked if he had ever had a supervisory role with union employees, and if so, could he explain his philosophy. *Pratt* stated that he had not been in a supervisory role over union employees, however he has been a component of negotiations. *Cheshier* asked how *Pratt* viewed the relationship between the City Manager and the City Council and the Mayor and the City Clerk. *Pratt* stated that the City Manager would lead the City Council by completing the work that they have already instructed him to do. He stated the City Clerk's role was to support the Mayor. *Joyce* asked *Pratt* to describe a time when he had to intervene to solve a problem or conflict. *Pratt* described a time when he developed a safety program for worker's compensation incidents. *Carpenter* asked how *Pratt* thought he would fit into living in a small, rural, Alaskan community. *Pratt* stated that he was used to

living in small communities. He also enjoyed the outdoors. Furthermore, he just completed two tours in Iraq, and was used to dealing with extreme conditions. **Bradford** asked why it would be in the Council's best interest to hire him. **Pratt** stated that he would put a lot of effort and heart into his work, making it more than just a job. The **Council** thanked **Pratt**, and ended the interview.

Moore stated that there have been more applicants that have come in since the last closing date.

The **Council** called the third applicant, **Paul Poczobut**. **Joyce** started the interview by asking how he would describe his management style. **Poczobut** stated that he followed a style called Total Quality Management, which was characterized by having input of staff and Council members. **Carpenter** asked about in his experience, what problem areas were most stressful for Managers. **Poczobut** stated that as far as Managers, it was having employees not do their job or pulling their weight. As far as citizens, he said people who were anti-government. **Bradford** asked what was one thing **Poczobut** was proud of accomplishing, and to describe it. **Poczobut** stated that he reduced the budget significantly for one city he worked for, without laying anyone off. It was done through union negotiations. **Reggiani** asked what his career goals were, and how did Cordova fit into them. **Poczobut** stated that he would like to move to Alaska. **Mayor Kacsh** asked his about his experience in implementing and managing a budget through its cycle. **Poczobut** stated that he usually begins about six months before hand. He also likes to completely redo a budget every five years or so, and get rid of line items that are no longer relevant. Staff priority lists are also helpful. **Allison** asked if he had ever had a supervisory role with union employees, and if so, could he explain his philosophy. **Poczobut** stated that he did have experience. He also attended three workshops on the subject. He also described how he negotiated reducing the budget by compromising with the unions. **Cheshier** asked how **Poczobut** viewed the relationship between the City Manager and the City Council and the Mayor and the City Clerk. **Poczobut** stated that he felt the City Manager was advisor and a facilitator to the City Council and the Mayor. They were also the collective boss of the City Manager. The City Clerk works as sort of an administrator. **Joyce** asked **Poczobut** to describe a time when he had to intervene to solve a problem or conflict. **Poczobut** described how a community requested him to build new amenities in their community, but the Council had denied his request to find funding for them. He didn't solve the problem, but he learned a lesson from it, which was to act when the time was right. **Carpenter** asked how **Poczobut** thought he would fit into living in a small, rural, Alaskan community. **Poczobut** stated that he had done some research, and was aware of how isolated it was. However, he feels that he would enjoy the outdoors and all the festivals in the community. **Bradford** asked why it would be in the Council's best interest to hire him. **Poczobut** stated that he is a proud credentialed manager with International City County Management Association. There are only about 1300 members in the whole United States. He's also extremely dedicated to his job. In addition, he served twenty years in the Navy, which taught him a great deal about leadership. The **Council** thanked **Poczobut**, and ended the interview.

The **Council** called the fourth applicant, **Moe Zamarron**. **Joyce** started the interview by asking how he would describe his management style. **Zamarron** stated that he takes into account his environment and surroundings. He also brings forth ideas and is open to changing or working on them. **Carpenter** asked about in his experience, what problem areas were most stressful for Managers. **Zamarron** stated that the problems that he sees most are planning and strategizing, such as the Cordova Center. **Bradford** asked what was one thing **Zamarron** was proud of accomplishing, and to describe it. **Zamarron** stated that what he does best, is to bring innovation to a job. He felt that he improved relationships with State agencies. **Reggiani** asked what his career goals were, and how did Cordova fit into them. **Zamarron** stated that he would like to improve the quality of life for the community through a variety of avenues. He would like to continue to be a part of it. **Mayor Kacsh** asked his about his experience in implementing and managing a budget through its cycle. **Zamarron** stated that he has experience through planning projects. He does this by estimating and planning out projects. He also does cost-

benefit analysis for each project. He has experience up to \$10M in an operating budget. *Allison* asked if he had ever had a supervisory role with union employees, and if so, could he explain his philosophy. *Zamarron* stated that he was in a union many years ago. He also thought the current situation between the City and the union was written out and worked well. *Cheshier* asked how *Zamarron* viewed the relationship between the City Manager and the City Council and the Mayor and the City Clerk. *Zamarron* stated that the City Manager provides information gathered from staff, as well as their own recommendation, to the City Council. Then the direction given to the City Manager from the City Council is implemented by the Manager. The Mayor and City Clerk help with that also. *Joyce* asked *Zamarron* to describe a time when he had to intervene to solve a problem or conflict. *Zamarron* described how he handled snow removal for the City. *Carpenter* asked how *Zamarron* thought he would fit into living in a small, rural, Alaskan community. *Zamarron* stated that he has embraced the community since moving here, and will work to provide means of enjoyment and opportunity. *Bradford* asked why it would be in the Council's best interest to hire him. *Zamarron* stated that he has innovative thinking that would benefit the City.

The *Council* thanked *Zamarron*, and ended the interview.

The *Council* discussed the candidates a little, and agreed to meet again Friday, May 17th, at noon to discuss other applicants that would come in.

G. AUDIENCE PARTICIPATION – None.

H. EXECUTIVE SESSION

4. City Clerk evaluation and possible contract negotiations

M/Bradford S/Allison to go into executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government, specifically to discuss City Clerk's evaluation and possible contract negotiations.

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

The *Council* took a five-minute recess at 8:16 pm, went into executive session at 8:21 pm, and reconvened the special meeting at 8:50 pm.

Mayor *Kacsh* stated that the Council discussed the City Clerk evaluation, and no action is being taken.

M/Bradford S/Joyce to go into executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government, specifically to discuss the City Clerk's employment agreement.

Vote on motion: 5 yeas, 1 nay (Joyce), 1 absent (Burton). Motion carried.

Mayor Kacsh stated that they discussed the City Clerk's contract. No action was taken.

I. COUNCIL COMMENTS

Allison thanked and commended *Bourgeois* for a job well done.

Reggiani, Bradford, Carpenter, Joyce, Cheshier, and Mayor *Kacsh* all thanked *Bourgeois*.

J. ADJOURNMENT

M/Bradford S/Allison to adjourn.

Hearing no objection, the meeting was adjourned at 9:12 pm.

Approved: 7/17/13

Attest: *Erica Empey*
Erica Empey

