

Regular City Council Meeting
October 4, 2023 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order – Acting Vice Mayor Cathy Sherman called the Regular City Council Meeting to order at 7:00 pm on October 4, 2023, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance – Acting Vice Mayor Sherman led the audience in the Pledge of Allegiance.

C. Roll call - Present for roll call were Council members **Cathy Sherman, Kasey Kinsman, Wendy Ranney, Kristin Carpenter** and **Ken Jones**. **Mayor David Allison** was present via zoom videoconference. Council members **Tom Bailer** and **Anne Schaefer** were absent. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda

Hearing no objection to approval of the regular agenda, **Acting Vice Mayor Sherman** declared it approved as submitted.

E. Disclosures of Conflicts of Interest and ex parte communications - none

F. Communications by and Petitions from Visitors

1. Guest speakers - none

2. Audience comments regarding agenda items - none

3. Chairpersons and Representatives of Boards and Commissions

David Janka, City representative to the PWSRCAC Board of Directors reported on the fall meeting that was held on September 21 and 22 in Homer. He submitted a written summary of the meeting to the City Clerk and it will appear in the next Regular Council Meeting packet.

4. Student Council Report - none

G. Approval of Consent Calendar

5. Minutes:

a. 09-06-23 City Council Public Hearing Minutes, b. 09-06-23 City Council Regular Meeting Minutes

Vote on the Consent Calendar: 5 yeas, 0 nays, 2 absent. Ranney-yes; Bailer-absent; Sherman-yes; Kinsman-yes; Schaefer-absent; Jones-yes; and Carpenter-yes. Consent Calendar was approved.

H. Approval of Minutes - in consent calendar

I. Consideration of Bids/Proposals/Contracts - none

J. Reports of Officers

6. Mayor's Report – **Mayor Allison** had no report.

7. City Manager's Report – **Howarth** introduced **Jim Newhouse**, principal of the firm to present the audit. The full audit is available online.

a. City of Cordova 2022 Audit Presentation, **Newhouse & Vogler, CPA**

Jim Newhouse presented 10 slides, a synopsis of the audit, significantly, they have issued unmodified opinions of the financial statements, the schedule of federal awards, and of major program State awards. He reported that both Sewer and Water Enterprise funds saw net losses but when depreciation is added back in both were in the black. No findings, significant matters or issues were determined or found during the audit which would have required the issuance of a comment to the council. **Newhouse** then summarized the letter to the governing body and the management letter.

Howarth continued and reported: 1) last of the sticky wicket permits for Harbor project has been approved, we are on track, vessels are moving. Council questions: **Jones** asked about the status of the travel lift. **Howarth** said it is operational, the one part that failed has been replaced, we will change out other parts later when they are available, currently no risk and functioning fine.

b. City Financials as of 08-31-23

8. City Clerk's Report – no report

K. Correspondence

L. Ordinances and Resolutions - none

M. Unfinished Business – none

N. New & Miscellaneous Business

10. Council Action concerning Alaska Commercial Company lease

M/Carpenter S/Ranney to approve the requested five-year extension of the existing lease (portion of Lot 5, Block 1 South Fill) moving the lease expiration date from March 31, 2024 to March 31, 2029.

Planner Johnson said that typically these lease extensions are administrative in nature, however, this particular lease has language in it that requires Council to approve the extensions. **Carpenter** said this is a long-standing member of our business community, she would like to hear what others have to say. **Jones** said he will support this motion.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Bailer, Schaefer). Motion was approved.

M/Carpenter S/Ranney to approve the request to amend the existing lease (portion of Lot 5, Block 1 South Fill) to add three additional five-year extensions.

Carpenter expressed that she made the motion to put it on the table for discussion. **Ranney** said it looks like an administrative clean-up, she doesn't have a problem with it. **Sherman** asked the Planner if this is just timing their leases to coincide with each other. **Johnson** explained, we lease 4 lots to them, on 2 separate leases, Lots 4 & 9 (where the building is situated) and Lot 8 (parking lot) are one lease and Lot 5 (rest of the parking lot) is one lease. They requested 3 five-year extensions on this lease to line up with their other lease, correct. **Kinsman** said he is in support. **Jones** said he will not support; he thinks it was intentionally approved this way by a previous Council so that Lot 5 could eventually be used for a higher purpose for the community as it is a relatively unused portion of the parking lot. He doesn't believe we should tie up prime real estate for 15 years. **Sherman** said she is in support.

Vote on the motion: 4 yeas, 1 nay, 2 absent. Schaefer-absent; Bailer-absent; Carpenter-yes; Sherman-yes; Kinsman-yes; Jones-no; and Ranney-yes. Motion was approved.

Johnson said Council approval is required at each extension – he wanted to clarify that. **Jones** asked for clarification then on Land Disposal – he thought leased property is “not available” and he fears that letters of interest are not submitted when a property is in a lease. **Johnson** said on the last Land Disposal Map update we made a change to where leased lots are “available” when they are in the last year of their lease term. He said maybe for next update we will amend the maps again by placing the lease term right on the maps for leased lots. Council all concurred that seemed a great idea.

11. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists

Council decided that the October 18 regular meeting, since falling on a holiday, would be moved to October 25, which seemed amenable to the majority of those in attendance. Also, they opted for the next work session with City Attorneys about taxes that same day again from 5-7 before the regular meeting.

O. Audience Participation - none

P. Council Comments

Ranney said she enjoyed the work session, said it is important to break those exemptions apart and have the discussion on each one. She thanked **Dave Janka** – enjoyed his report, she likes the summary he provided.

Carpenter appreciates the time we dedicated to the sales tax code – important for us to really understand the affect on those paying taxes and those collecting it. She mentioned that all local mail is going to Anchorage and coming back – if people want to comment, there is a URL on bottom of USPS receipts. She said as it gets darker, she encouraged people to walk facing traffic and to wear reflective clothing.

Kinsman said the work session on taxes was a good use of time, he appreciates some of the history behind the exemptions. He read some correspondence from **Milo** recently about the bear problem at the landfill, he thought we should be proactive about fencing out there. He encouraged anyone who is listening, he'd like to hear from the public for budget they will be working on.

Sherman praised the service at DMV, she had a very good experience there recently – she loves the appointment scheduler. Thanks to **Dave Janka**. She thanked **Planner Kevin Johnson** for his help on agenda items tonight. She thought the work session was helpful.

Q. Executive Session

12. Recommendations from City Manager regarding Collective Bargaining Agreement negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

M/Carpenter S/Ranney to enter executive session to discuss recommendations from City Manager regarding Collective Bargaining Agreement negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

Hearing no objection **Acting Vice Mayor Sherman** said the motion was approved.

At 8:03 **Sherman** called for a short recess to clear the room.

Council entered the executive session at 8:16 pm and was back in open session at 8:40 pm.

Sherman stated that Council discussed the CBA with the Manager and no decisions were made.

R. Adjournment

M/Carpenter S/Jones to adjourn the meeting

Hearing no objection **Sherman** adjourned the meeting at 8:42 pm.

Approved: October 25, 2023

Attest:



Susan Bourgeois, CMC, City Clerk

