

**Regular City Council Meeting**  
**October 25, 2023 @ 7:00 pm**  
**Cordova Center Community Rooms A & B**  
**Minutes**

**A. Call to order** – **Acting Vice Mayor Tom Bailer** called the Regular City Council Meeting to order at 7:00 pm on October 25, 2023, in the Cordova Center Community Rooms.

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

**C. Roll call** - Present for roll call were Council members **Tom Bailer, Cathy Sherman, Kasey Kinsman, Wendy Ranney,** and **Ken Jones. Mayor David Allison** and Council members **Anne Schaefer** and **Kristin Carpenter** were absent. Also present were Public Works Director **Samantha Greenwood** and City Clerk **Susan Bourgeois.**

**D. Approval of Regular Agenda**

Council member **Sherman** explained to citizens that **Samantha Greenwood** was sitting in the City Manager's chair tonight due to an illness and later in the meeting Council would be appointing **Greenwood** as Acting City Manager.

Hearing no objection to approval of the regular agenda, **Acting Vice Mayor Bailer** 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

**Osa Schultz** of 109 W Council spoke in support of the Chamber of Commerce – referencing the quarterly report in the packet under item 13. The chamber is requesting increased City funding in the FY24 budget.

3. Chairpersons and Representatives of Boards and Commissions

CCMC CEO, **Dr. Hannah Sanders** reported: 1) the hospital continues to operate on thin but positive margins; 2) they have begun collecting copays and coinsurance up front; 3) the hospital has Covid vaccines, flu shots available as well as RSV vaccines; 4) CT scanner has been out of service more than it has been working this year, they may be coming to Council with a request to help fund a replacement.

School Board President **Barb Jewell** appreciated Council's deep dive into taxes and the revenue stream. She reported: 1) the school board met and had an annual self-evaluation and goal-setting session – some goals: 100% reading by 3<sup>rd</sup> grade by 2026, focus on engaging families and the community, they are focused on student and staff mental health, roadmap for addressing the need for a new high school building; 2) she is glad to see a student council report in the packet – one of the seven that attended the state student council event was named top delegate, super proud, also we had an outstanding showing at the State Cross Country Meet.

a. Highlights from the September 2023 PWSRCAC Board of Directors Meeting submitted by City of Cordova representative, **David Janka**

b. Planning and Zoning Commission Resolution 23-03 recommending a CIP List to the City Council – approved 10-10-23

4. Student Council Report – a written report was in the packet.

**G. Approval of Consent Calendar**

5. Minutes:

a. 10-04-23 City Council Regular Meeting Minutes

6. Resolution 10-23-31 A resolution of the Council of the City of Cordova, Alaska supporting full funding (\$7,644,677) for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2024 State Capital Budget

7. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of Council member Anne Schaefer from the September 20, 2023 Regular Meeting

8. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of Council member Tom Bailer and unexcused absence of Council member Anne Schaefer from the October 4, 2023 Regular Meeting

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

## H. Approval of Minutes - in consent calendar

### I. Consideration of Bids/Proposals/Contracts

9. Council direction to Manager to Negotiate a Contract with Corvus Design Inc for Phase 1 of Parks and Recreation Master Planning Services

**M/Sherman S/Ranney** to direct the City Manager to negotiate a contract with Corvus Design, Inc. for Phase 1 of the Parks & Recreation Master Plan.

**Sherman** said she is in favor of this, we had discussed during Capital Projects discussion earlier in the year, she has heard of this company, they have lots of recreation experience. **Ranney** said she is in favor, thinks that a master plan is desperately needed for the Parks and Recreation Department. **Kinsman** said he will support this, it is a nice thing, there are other important services the City supplies that maybe are more important for us to spend money on and have master plans about. **Bailer** said there are needs and wants – these studies always come back with that the community wants parks, wants recreation – he wants an outcome that comes back with, how are we going to afford it. **Jones** said he will support this. **Sherman** said things like Master Plans are what you need to go to the granting agencies with – to ask for the money to make things happen.

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

### J. Reports of Officers

10. Mayor's Report – **Mayor Allison** was not in attendance and left no report.

11. Acting City Manager's Report – **Greenwood** said she has been learning a lot about budget. She will try to schedule work sessions in similar fashion that has been done in the past. She said we will start with a revenue talk at a work session, we will schedule these at pending agenda. Most important we are in a waiting game to see what happens with the CBA, the union has to vote on it, then our expenses will be more solid. **Collin Bronson** gave an update on the South Harbor Project.

12. City Clerk's Report – none.

13. Staff Quarterly Reports:

- a. CVFD, 3Q 2023, Robert Mattson CVFD Fire Chief
- b. Cordova Historical Museum 3Q, Museum Director, Ashley Bivin
- c. Cordova Chamber of Commerce 3Q, Executive Director, Cathy Renfeldt
- d. Parks & Rec Department 3Q, Parks & Rec Director, Duncan Chisholm
- e. Cordova Center 3Q, Cordova Center Coordinator Megan Anderson
- f. Information Technology 3Q, IT Manager, Jason Ellingson

### K. Correspondence

14. 09-28-23 Letter from State Assessor-2023 Cordova Full Value Determination

15. 10-05--10-09-23 Council correspondence from Camtu's AK Wild Seafoods including follow-up emails

16. 10-09-23 Public and Agency Notice for Aquatic Farmsite Lease amendment for Sean Den Adel dba Noble Ocean Farms, LLC, ADL 233612

17. 10-10-23 Agency Notice for Aquatic Farmsite Lease amendment for Amber Morris dba Wild Blue Mariculture, ADL 233817

18. 10-11-23 Email from M. Bishop concerning Audubon comments at 06-07-23 Council meeting  
19. 10-18-23 Email from S. DenAdel re Mariculture Processing RFP

**L. Ordinances and Resolutions - none**

**M. Unfinished Business – none**

**N. New & Miscellaneous Business**

20. Council action on disposal for a Portion of Lot 1, Block 7A Tidewater Development Park  
**M/Sherman S/Kinsman** to approve the disposal of a portion of Lot 1 Block 7A Tidewater Development Park as outlined in Cordova Municipal Code 5.22.060 B by requesting sealed proposals to lease the property.

**Sherman** said she is not criticizing this business by any means she just thinks there might be other interest in this lost, she thinks it is better to put this out to the public. **Kinsman** agrees with that – these food trucks are temporary there will be a building there someday. **Ranney** said she was concerned with the winter months and frozen water. **Bailer** just thinks that tying up that lot is not wise.

**M/Jones S/Ranney** to amend the motion to option 1 instead. Negotiate an agreement with the Jump to lease the property.

**Jones** said he thinks we should support the original proposer who came with the letter of interest. **Ranney** said she agrees, this is for a portion of that lot, there could still be others using other portions. **Bailer** said the reason we go out to the public is because in the past we sold directly to people who were in the know and had relationships with people and it wasn't fair.

Vote on the amendment: 2 yeas (Jones, Ranney), 3 nays (Sherman, Kinsman, Bailer), 2 absent (Schaefer, Carpenter). Motion to amend failed.

**Acting Vice Mayor Bailer** said we now have the original motion back before us.

There was further Council discussion. Planner **Johnson** asked how Council would like to see the RFP – do they intend to seek out someone who wants to develop the entire lot, or do we want to limit it to seasonal uses like what has been occurring on that lot. The will of the body was the full lot.

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

21. Council appointment of **Samantha Greenwood** as Acting City Manager

**M/Sherman S/Ranney** to appoint Samantha Greenwood as Acting City Manager until Helen Howarth can return to work.

**Sherman** said **Sam** does everything else, she can do this. **Kinsman** said he will support if **Greenwood** wants to do the job. **Greenwood** said she does want to do the job. **Bailer** asked if she would need help to accomplish the budget, because you certainly already have your hands full. He just wants Council to go into this with eyes wide open, it may cost more money in consultants.

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

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

Budget Work Session was scheduled for Nov. 1 at 5pm to discuss revenues, tax cap, sales tax – Council asked for more information from the Chamber of Commerce (would like them as a guest speaker Nov. 1).

**O. Audience Participation - none**

**P. Council Comments**

**Ranney** appreciated Kevin Johnson's input. She is excited to see a list of acronyms from Collin Bronson on all the permitting entities and agencies with the South Harbor Project. She asked if we could try to save the gazebo whenever we put the PWSSC building out for RFP (for demo), she looked at it recently and thought it was in pretty good shape.

**Kinsman** good conversations tonight – always informative for him. He thanked Stephanie of the Jump. He looks forward to working on the budget.

**Bailer** thanked staff for being available tonight – he said it is very important to have your input.


**Q. Executive Session** – not needed

**23.** 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 – **this executive session was not needed.**

**R. Adjournment**

Hearing no objection **Acting Vice Mayor Bailer** adjourned the meeting at 8:52 pm.

Approved: December 20, 2023

Attest:   
Susan Bourgeois, CMC, City Clerk

