

**Regular City Council Meeting**  
**February 21, 2024 @ 7:00 pm**  
**Cordova Center Community Rooms A & B**  
**Minutes**

**A. Call to order** – **Mayor David Allison** called the Regular City Council Meeting to order at 7:00 pm on February 21, 2024, in the Cordova Center Community Rooms.

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

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

**D. Approval of Regular Agenda**

**M/Bailer S/Sherman** to amend the agenda by reversing the order of items 11 and 12.

Vote on the motion: 7 yeas, 0 nays. Motion was approved.

**M/Carpenter S/Schaefer** to amend the agenda by adding a discussion item of positions Council agrees on so they can discuss with Stutes and Stevens who are coming on the weekend. Add this as item 12a.

Vote on the motion: 7 yeas, 0 nays. Motion was approved.

Hearing no objection to approval of the agenda as amended, **Mayor Allison** declared it approved as amended.

**E. Disclosures of Conflicts of Interest and ex parte communications** – none

**F. Communications by and Petitions from Visitors**

1. Guest speakers – **Blake Phillips** of Alaska Permanent Capital Management, City's new investment advisor presented about investment policy and varying options for asset allocation.

2. Audience comments regarding agenda items

**Cathy Renfeldt** of the Chamber of Commerce spoke in support of the draft MOU that was in the packet for informational purposes. She said it was great working with **Sam** and **Megan** on this.

3. Chairpersons and Representatives of Boards and Commissions

a. PWSRCAC Highlights from January 24 Board Meeting, submitted by **David Janka**, City representative

4. Student Council Report – none

**G. Approval of Consent Calendar**

5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of Council member Ken Jones from the January 17, 2024 Regular Meeting

6. Council concurrence to appoint 2024 Election Board

Vote on the Consent Calendar: 7 yeas, 0 nays. Ranney-yes; Sherman-yes; Jones-yes; Schaefer-yes; Carpenter-yes; Kinsman-yes; and Bailer-yes. Consent Calendar was approved.

**H. Approval of Minutes** – none

**I. Consideration of Bids/Proposals/Contracts** – none

**J. Reports of Officers**

7. Mayor's Report – **Mayor Allison** reported: 1) he's been busy following AML updates on the legislature, a lot of focus has been on school funding and other school issues; 2) looking for an interim manager has been taking a little of his time also.

8. City Manager's Report – **Greenwood** reported: 1) **Stutes'** office reminded her to update, submit our projects into Capsis – she appreciates their help. She had a written report with other updates.

a. South Harbor Rebuild, project update, **Collin Bronson**

b. Draft MOU between City and Chamber of Commerce

9. City Clerk's Report notice to vote on these offices and propositions, prop 1 explanation, sample ballot – March 5, 2024 Regular Election

**Bourgeois** reported: 1) Election – early voting has begun, and it is fairly slow as expected, we will see how things go; 2) assessment notices will be in the mail March 6 – 30 day appeal period will close April 5; 3) Tiny Wings, Council had waived protest with conditions a while ago – they have met the first condition – paid in full all back taxes and utilities, they will still have to get a fire marshal inspection before they open for business; 4) Alaska Mariculture Alliance – she will bring an agenda item next meeting to appoint **Sean den Adel** as City representative, we are voting members.

#### K. Correspondence

10. 02-08-24 Letter from PWSRCAC requesting City representative appointment

11. 02-13-24 Letter from Parks & Rec Director inviting Council to Master Plan workshop

#### L. Ordinances and Resolutions

12. Resolution 02-24-09 A resolution of the Council of the City of Cordova, Alaska approving repayment terms of \$3 million borrowed from permanent fund to sustain cash flow for the remainder of the south harbor project

**M/Jones S/Schaefer** to approve Resolution 02-24-09 A resolution of the Council of the City of Cordova, Alaska approving repayment terms of \$3 million borrowed from permanent fund to sustain cash flow for the remainder of the south harbor project

**Jones** moved it to get on the floor for discussion. **Schaefer** said she appreciates the terms, she likes the idea of repaying ourselves coming from the Harbor Enterprise fund at 5% interest, it is short term and our investment advisor said it wouldn't have a huge impact on our fund – she is in support. **Sherman** said she is in support. **Bailer** wanted to clarify this is a short-term loan, not intended to permanent funding for the harbor project regardless of the grant situation. **Bailer** supports. **Kinsman** said this is straightforward, he wondered if Council has any appetite to raise the interest rate considering some of the banks are charging 7-9% and even higher. It is not a deal breaker for him to stick with 5%; he will support at 5%. **Carpenter, Ranney, Jones** all supported 5%, as did **Bailer**.

Vote on the motion: 7 yeas, 0 nays. Bailer-yes; Ranney-yes; Jones-yes; Schaefer-yes; Kinsman-yes; Carpenter-yes; and Sherman-yes. Motion was approved.

13. Ordinance 1215 An ordinance of the Council of the City of Cordova, Alaska authorizing the transfer of \$3,000,000 from the General Reserve Fund (Permanent Fund) to the Harbor Enterprise Fund to sustain cash flow for the remainder of the South Harbor Project – 2<sup>nd</sup> reading

**M/Jones S/Schaefer** to adopt Ordinance 1215 an ordinance of the Council of the City of Cordova, Alaska authorizing the transfer of \$3,000,000 from the General Reserve Fund (Permanent Fund) to the Harbor Enterprise Fund to sustain cash flow for the remainder of the South Harbor Project

**Jones** said he supports this; he was glad to discuss the repayment first – it is unfortunate that we are having this cash flow problem, but he is in agreement with whatever we can do to support getting this project done timely and before fishing season. **Schaefer, Ranney, Carpenter** and **Sherman** all said they would support. **Kinsman** supports and grateful for staff work and saving us the interest – happy to push this out as a loan in our current market. **Bailer** supports and a few percentage points difference on a \$3 million loan is substantial.

Vote on the motion: 7 yeas, 0 nays. Schaefer-yes; Sherman-yes; Carpenter-yes; Jones-yes; Ranney-yes; Bailer-yes; and Kinsman-yes. Motion was approved.

#### M. Unfinished Business – none

#### N. New & Miscellaneous Business

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

**Bourgeois** said for next meeting: appointment of Dave Janka as PWSRCAC rep, appointment of Sean den Adel to AMA, as City rep, 2 resolutions for investment policy and asset allocation per model 6 of the presentation by Blake Phillips. At a future meeting, the council will revisit the Council attendance policy.

**13a.** Council added this item at approval of agenda – to get a list together of some items to mention when talking to Stutes and Stevens on March 2.

Council came up with the following: 1) BSA, base student allocation – we support a significant increase; 2) AMHOB Board appointments: we prefer Senate President and House Speaker recommends appointments not Governor; 3) Permanent Fund – we disagree with the proposal they are considering to borrow money to expand the PF; 4) School Bond Debt reimbursement – we support full funding; 5) Board of Fish, keep encouraging/supporting pro-hatchery appointees and ensure they continue to have meetings in Cordova and other fishing towns, they consistently try to schedule Anchorage meetings instead; 6) DoT recruitment/employment concerns, Cordova not fully staffed, like to see incentives considered for State employment; 7) Overall condition of Cordova's Roads based on #6 above – especially Whitshed, also #6 above affects our airport dramatically – important access in and out of here for people, fish, freight.

## **O. Audience Participation - none**

## **P. Council Comments**

**Bailer** said the University is subdividing a big piece of land they own by Eccles Lagoon – could be good for our land shortage situation. He is very excited about the investment manager and our new policy and asset allocation. CEC is upping their rates – which will affect the City budget significantly.

**Kinsman** looks forward to further discussion on our permanent fund – setting up the next generation for success. Appreciates the MOU work – we have a bright future marketing this beautiful building.

**Sherman** said she thinks we are making great progress. She said she paid 21% sales tax in OR today.

**Ranney** thanked **Sam** for doing more than 2 jobs well – and the work on the MOU is great.

**Carpenter** said she is also super pleased about the MOU. She mentioned that Nicholoff is one of the best roads in town and when we did the resurfacing there some commented, just give the plans to local contractors, we don't need engineers – but because it was engineered with a crown and drainage and such, it has held up, so hopefully a well-engineered Whitshed will also last. Drainage is key to success in paving roads.

**Jones** appreciates tonight's discussions, and the support for the Harbor project – appreciates full Council attendance.

**Schaefer** thanked **Sam** and all of staff, appreciated **Blake's** presentation. Thanked **Collin** for his hard work – it is satisfying to see the progress at the Harbor.

## **Q. Executive Session**

**14.** Council discussion of Interim City Manager Applicants, a subject that tends to prejudice the reputation and character of a person(s); provided that the person(s) may request a public discussion

**15.** Council discussion of City Manager's Contract, a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the City

**16.** Council Annual Review of City Clerk Susan Bourgeois, a subject that tends to prejudice the reputation and character of a person; provided that the person may request a public discussion; Bourgeois has NOT requested a public session

**M/Schaefer S/Carpenter** to go into an executive session for council discussion of :

Interim City Manager Applicants, a subject that tends to prejudice the reputation and character of a person(s); provided that the person(s) may request a public discussion; City Manager's Contract, a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the City; and Annual Review of City Clerk Susan Bourgeois, a subject that tends to prejudice the reputation and character of a person; provided that the person may request a public discussion; Bourgeois has NOT requested a public session

Vote on the motion: 7 yeas, 0 nays. Motion was approved.

The meeting was recessed to clear the room at 9:16 pm.

Council entered the executive session at 9:21 pm and Council came out of the executive session and the open session was reconvened at 9:51 pm.

**Mayor Allison** said they discussed the Interim Manager applicants, and they will continue advertising and **Sam Greenwood** will remain Interim until another decision is made. All applicants are still in the running. **Mayor Allison** said they discussed the City Manager's contract and decided they will revisit that at the second April meeting – no action taken at this time.

**M/Schaefer S/Jones** to approve/accept the Annual Evaluation of the City Clerk.

**Mayor Allison** said along with that he and Council member **Schaefer** will meet with City Clerk to discuss the review/present it to her.

Vote on the motion: 7 yeas, 0 nays. Motion was approved.

**R. Adjournment**

Hearing no objection **Mayor Allison** adjourned the meeting at 9:53 pm.

Approved: April 17, 2024

Attest:



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Susan Bourgeois, CMC, City Clerk

