

**Regular City Council Meeting**  
**April 3, 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 April 3, 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 ***Kasey Kinsman, Dave Zastrow, Kristin Carpenter,*** and ***Ken Jones.*** Council members ***Tom Bailer, Cathy Sherman,*** and ***Wendy Ranney*** were present via zoom videoconference. Also present were Interim City Manager ***Samantha Greenwood*** and City Clerk ***Susan Bourgeois.***

**D. Approval of Regular Agenda**

***Mayor Allison*** stated that item 17 should be handled earlier in the meeting, so he moved it to be after item 12.

Hearing no objection to approval of the agenda with one modification, ***Mayor Allison*** declared it approved.

**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

***Leif Stavig*** of 612 Fourth Street spoke to agenda item 18 which includes the Capital Improvements Projects List. He stated that the City bonded \$2 million for Street improvements about 10 years ago. A huge lesson from that effort was adopting a complete streets approach where you are addressing drainage and pedestrian needs at the same time and designing streets to last. That concept “complete streets” is in the comp plan so that is how we design streets in the future. Since there is paving going on for several other projects over the next few years, he urged Council to start planning now, secure money with another bond and he encourages them to think big. School Bond Debt payments will be completed soon, timing is perfect to continue the progress and invest in some quality infrastructure.

3. Chairpersons and Representatives of Boards and Commissions: ***Barb Jewell***, Chair of the Cordova School Board, reported: 1) if no increase in State funding, there will be a \$1.5 million deficit; if it is a \$680 increase, they will still be \$900 thousand short. This has nothing to do with overspending, it is exactly the cause of lack of inflation proofing the BSA. This comes at a time when we are seeing increases in student numbers at the elementary school – 2 classes for each grade. She said there are ways for municipalities to fund outside the cap, not above the cap, non-instructional programs. This is all really in the Governor’s hands – this is going to be up to the Governor and the legislature – there is not much else they can do. She encouraged everyone to write letters to individual legislators. She said they are asking other entities for assistance not just the City. 2) Close Up trip was a great success – shared between Mrs. Adams and Ms. Moody, we are starting to prepare for graduation – she looks forward to hearing about all the great plans the seniors have.

4. Student Council Report – none

**G. Approval of Consent Calendar**

5. Minutes: none

6. Resolution 04-24-15 A resolution of the Council of the City of Cordova, Alaska authorizing the conveyance of an approximately 2,847 square foot portion of ATS 220 to Seawan Gehlbach & Andrew Craig

7. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of Council member Cathy Sherman from the March 20, 2024, Regular Meeting  
Vote on the Consent Calendar: 7 yeas, 0 nays. Ranney-yes; Carpenter-yes; Bailer-yes; Kinsman-yes; Sherman-yes; Jones-yes and Zastrow-yes. Consent Calendar was approved.

**H. Approval of Minutes** – none

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

### **J. Reports of Officers**

**8. Mayor's Report** – **Mayor Allison** reported: 1) he spoke with **Brooke Mallory** of NVE (Tribal Council chair), she wants to meet soon to restart healthcare conversations; 2) federal HELPER act is something he will write a letter in support of if Council is ok with that – AML, some other Mayors have supported it, basically it is a low interest rate mortgage program similar to VA loans – for healthcare workers, teachers, etc.; 3) he spoke with **Helen** and we will discuss in executive session.

**9. City Manager's Report** – **Greenwood** reported: 1) she was also going to bring up bonding for street improvements to the Council tonight – **Stavig** had the same idea it seems; as far as the upcoming road projects: Second Street – 2027, Whitshed 2028 but possibly 2026, and airport projects – 2028 and one more after that; the timing for a bond proposition would be 3-4 months before an Election Council would have to pass the resolution placing such a bond on the ballot; 2) kudos to **Kevin Johnson** – the baler expansion was approved by DNR – that is a go, proposals will be next meeting packet – reminder we agreed to fund the baler expansion with the proceeds of the sale of the impound lot; 3) Chief of Police candidate was here - visit went well – will keep you updated – hoping to have some good news soon.

**a. South Harbor Rebuild, project update, Collin Bronson** updated Council on the project to date, including funding, MARAD reimbursements, construction progress.

**10. City Clerk's Report - Bourgeois** reported: 1) reminded Council about some quasi-judicial matters that they'd be handling – land sales were coming forward and Board of Equalization for assessment appeals – Council should refrain from ex parte contact about those items.

### **K. Correspondence**

**11.** 03-21-24 letter from D. Zastrow resignation from Parks & Rec Commission

**12.** 03-22-24 letter from S. Magallanes resignation from Parks & Rec Commission

Item 17 was moved here to be approved before item 14.

**17.** Council election of a member to serve as Vice Mayor

**M/Bailer S/Jones** to nominate **Kasey Kinsman** as Vice Mayor. There were no other nominations.

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

### **L. Ordinances and Resolutions**

**13.** Ordinance 1216 An ordinance of the Council of the City of Cordova, Alaska, accepting and appropriating \$20 Million awarded to the City through the “Rebuilding American Infrastructure with Sustainability and Equity” grant for completion of the South Harbor Rebuild Project and authorizing a borrowing in anticipation of the receipt of these funds in the aggregate principal amount of not to exceed \$3,000,000 to finance South Harbor Rebuild Project costs – 1<sup>st</sup> reading

**M/Carpenter S/Jones** to approve Ordinance 1216 An ordinance of the Council of the City of Cordova, Alaska, accepting and appropriating \$20 Million awarded to the City through the “Rebuilding American Infrastructure with Sustainability and Equity” grant for completion of the South Harbor Rebuild Project and authorizing a borrowing in anticipation of the receipt of these funds in the aggregate principal amount of not to exceed \$3,000,000 to finance South Harbor Rebuild Project costs.

**Carpenter** said we are considering this because we need to approve authorizing the line of credit and giving the manager authority to negotiate that and we will have a resolution before us with the exact terms at a future meeting. This is all a safeguard being put in place for cashflow reasons. **Jones** said well-stated,

he agrees. **Bailer** asked if this is additional money being added to the project – the answer was no, this is just a line of credit.

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

**14.** Resolution 04-24-14 A resolution of the Council of the City of Cordova, Alaska authorizing specific officers of the City of Cordova as signers of City checks, vouchers, notes, and other documents

**M/Jones S/Kinsman** to approve Resolution 04-24-14 A resolution of the Council of the City of Cordova, Alaska authorizing specific officers of the City of Cordova as signers of City checks, vouchers, notes, and other documents.

**Jones** this is just something we need to do. **Kinsman** thanked staff for the explanation – and as we have learned in the past 6 months, it is necessary to have extra signers to conduct our business. **Bourgeois** said she would add in the Vice Mayor’s name, **Kasey Kinsman**, where she left that blank in the resolution.

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

**15.** Resolution 04-24-16 A resolution of the Council of the City of Cordova, Alaska adopting the 2024 Land Disposal Maps

**M/Carpenter S/Kinsman** to approve Resolution 04-24-16 A resolution of the Council of the City of Cordova, Alaska adopting the 2024 Land Disposal Maps

**Carpenter** said this is an annual process we go through – so people know what City land is available, she supports it. **Kinsman** thanked **Kevin Johnson** for doing this annually and helping get this well-noticed for people; he is supportive. **Ranney, Jones, Zastrow** expressed support. **Sherman** said **Johnson** and Planning Commission have captured all Council conversations over the past year – a good reflection of Council’s intentions.

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

**16.** Resolution 04-24-17 A resolution of the Council of the City of Cordova, Alaska supporting the 2024 Port Infrastructure Development Program (PIDP) Grant application for the “Cordova North Harbor Efficiency and Resiliency Project.”

**M/Jones S/Carpenter** to approve Resolution 04-24-17 A resolution of the Council of the City of Cordova, Alaska supporting the 2024 Port Infrastructure Development Program (PIDP) Grant application for the “Cordova North Harbor Efficiency and Resiliency Project.”

**Jones** said he whole-heartedly supports this project, he said we’ve been talking about capitalizing on asphalt plants, this would be another project to add to that, it includes an update to streets and drainage. He said there are 2 fisheries disasters payments that will be coming to the City (\$600-700K probably) that will need to be spent on Harbor-related things. **Johnson** said he thinks it could be \$100-200 thousand out of pocket to prepare the grant and if we are awarded the grant to get to the grant agreement. For transparency, he wanted that known by the Council before staff took on the task of applying again this year. **Greenwood** said the other part to realize is the possibility of the contaminated soil becoming an issue. **Kinsman** asked questions about contingencies being built in for contaminated soils and in the end said he is in favor – hopes we can take everything learned from the South Harbor project and use it to our advantage on the North Harbor. **Sherman** said she has been on the fence a bit with this one but overall, she is in favor semi-reluctantly. **Carpenter** said since this is the third time applying for this, have we gotten feedback that will help. **Johnson** said yes, each time the feedback was that our application has looked better and better. **Jones** said an investment of \$500 thousand to get \$25 million of work done in this town is very good use of the City’s funds.

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

## **M. Unfinished Business – none**

## **N. New & Miscellaneous Business**

**17.** Council election of a member to serve as Vice Mayor – this item was moved up in the agenda and was handled before ordinances and resolutions.

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

BOE is April 15 at 7pm. Clerk mentioned that maybe we would cancel the May 1 meeting because there is a 3-day rental of this room, she would let council know for sure April 17. She will begin advertising Parks and Rec vacancies and PWSAC vacancy and will bring to an upcoming meeting. Council added 2 items to the Pending Agenda: *Strategic Planning Work Session* (goal setting) and *Bonding for City Streets* (prioritizing Streets with Planning Commission input). Clerk will also work with **Collin Bronson** to get a letter together for the Mayor's signature to key people in DC regarding Marad grant reimbursements. The Clerk also would get with **Barb Jewell** to coordinate a resolution to the Governor and Legislature regarding support for an increase to the BSA.

**O. Audience Participation** – none

**P. Council Comments**

**Sherman** said she is grateful that **Barb Jewell** keeps us informed and on top of the school funding issue. **Ranney** expressed thanks to **Kevin** and **Barb** both for their input tonight, good discussions, good meeting. **Zastrow** thanked **Barb**, and appreciated **Collin's** thorough report, thanked staff for help this week as a new Council member, he is learning a lot.

**Carpenter** encouraged anyone at home who might be listening to call legislators and urge support of school funding.

**Jones** thanked everyone for the PIDP grant application support. Looking forward to more work on the harbor and more progress.

**Kinsman** next 5-7 years there will be a lot of stuff happening in our community – its exciting, we live in a great place. Thanked **Mr. Stavig** for his input about roads. Thanked the **Mayor** for getting things going with NVE – let's open that dialogue again.

**Q. Executive Session**

**19.** Council discussion of City Financial Software matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the City

**20.** Council discussion of City Manager Contract terms and Interim City Manager contract terms, matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the City

**M/Jones S/Carpenter** to go into executive session to discuss City Financial Software and City Manager Contract terms and Interim City Manager contract terms both of which are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the City.

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

**Mayor Allison** recessed the meeting at 8:38 pm.

Council entered the executive session at 8:45 pm.

Council came back into open session at 9:45 pm.

**Mayor Allison** said that staff will proceed with the plan as explained to Council regarding the financial software. **Mayor Allison** said they will proceed as discussed regarding interim City Manager and City Manager contracts and he will talk with the individuals involved and go form there.

**R. Adjournment**

Hearing no objection **Mayor Allison** adjourned the meeting at 9:46 pm.

Approved: May 15, 2024

Attest:



Susan Bourgeois, CMC, City Clerk

