

Regular City Council Meeting
April 2, 2025 @ 7:00pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

B. Invocation, pledge of allegiance – **Mayor Smith** led the audience in the Pledge of Allegiance.

C. Roll call – Present for roll call were **Mayor Kristin Smith**, Council members **Debra Adams**, **Aaron Hansen**, **Kasey Kinsman**, **Michael Mickelson**, and **David Zastrow**. Council members **Wendy Ranney** and **Cathy Sherman** were present via zoom video conference. Also present were City Manager **Sam Greenwood** and Deputy City Clerk, **Colette Gilmour**.

D. Approval of Regular Agenda

Mayor Smith suggested striking Resolution 14a from the agenda because the project is ineligible and unable to move forward with the request.

Hearing no objections to approval of the amended agenda, **Mayor Smith** declared it approved.

E. Disclosures of Conflicts of Interest and Ex Parte Communication - none

F. Communications by and Petitions from Visitors

1. Guest Speakers – none

2. Audience comments regarding agenda items

Mark Frohnapfel commented on Resolution 04-25-06 regarding considering moving the additional 3 cents back to the community instead of putting it back into the harbor fund.

3. Chairpersons and Representatives of Boards and Commissions - none

4. Student Council Report - none

G. Approval of Consent Calendar

5. Minutes: a. Feb 05, 2025, City Council Regular Meeting Minutes

6. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of Council member Tom Bailer and Dave Zastrow from the March 19th, 2025, Regular Meeting

Vote on the Consent Calendar: 7 yeas, 0 nays. Kinsman- yes; Zastrow-yes; Adams-yes; Ranney-yes; Hansen-yes; Mickelson-yes; and Sherman-yes. Consent Calendar was approved.

H. Approval of Minutes – (in consent calendar)

I. Consideration of Bids/Proposals/Contracts - none

J. Reports of Officers

7. Mayor's report - **Mayor Smith** reported: 1) past Council's short list of infrastructure priorities including sewer treatment plant, water treatment system, a new public safety building and rehabilitating the pool. Rebuilding the general fund reserve was also discussed using a mix of grants, low interest loans, bonds, and city revenues. 2) Native Village of Eyak is having the Army National Guard's Innovative Readiness Training program come to Cordova from March 27th-mid July. They are also starting construction on a six-plex unit for village elders and traveling medical staff. 3) she announced the Magistrate position has been filled. 4) Council asked the Mayor to write letters supporting the Governors fish farming legislation and the \$1,000 base student funding increase for schools. **Kinsman** asked if the school is opening for the summer to offer barracks for extra income. **Mickelson** asked to have a letter to support the legislative item to increase municipality's share of the fish tax.

8. City Manager's Report – **Greenwood** reported: 1) mentioned meeting with the DMV to secure their traveling DMV to help with RealID. 2) there are 4 applicants for Cordova Center, HR and for the Library; 3) continued meeting with the Fire Department, working on restructure and equipment and the new Fire Marshal is ready to start; 4) had meetings with the acting Police Chief on schedules and temp employees;

5) bond refinance is nearly complete ; 6) met with the Permanent Fund investor, Blake, and Cash Vest discussing budgets, revenue, \$3M harbor funds and \$3.9M general fund; 7) working through issues with harbor impound notices; 8) went over impound lot proposals with Public Works and set up the spring bear meeting.

9. City Clerk's Report - **Deputy Clerk Gilmour** mentioned the City Clerk is out until April 8. The DCRA local government specialist is looking to do the Council's open meetings act training in June. There are 25 current assessment appeals, and the assessor will be in town April 16.

K. Correspondence

10. 03-20-25 Mayor Smith letter re: "2024-2027 STIP Amendment 2" comments

11. 03-27-25 Mayor Smith letter re: "2045 AMHS Long Range Plan" comments

12. 03-28-25 Mayor Smith letter of support re: "HB 33

13. 03-28-25 Mayor Smith letter of support re: "HB 116

L. Ordinances and Resolutions

14. Resolution 04-25-06 A resolution of the city council of the city of Cordova, Alaska, authorizing amendment to the FY25 budget in the amount of \$120,000.

M/Kinsman S/Zastrow to approve Resolution 04-25-06 A resolution of the city council of the city of Cordova, Alaska, authorizing amendment to the FY25 budget in the amount of \$120,000

Kinsman asked the Manager if there was a way to collect any money that has been pulled from the harbor project. **Greenwood** referring to the \$3.9M, it pays for the bonding and if the bond couldn't be met then it would be paid with the general fund, but she will verify. **Zastrow** is in favor and feels it's a good solution to the problem from last meeting. **Mickelson** asked to confirm this solution was run by legal. **Sherman** asked if there was a way the new council members could be briefed on the issue, but she reiterated it has been discussed with legal and she is in favor of it.

Vote on the motion: 7 yeas, 0 nays. Mickelson-yes; Sherman-yes; Hansen-yes; Ranney-yes; Zastrow-yes; Kinsman-yes; and Adams-yes. Motion was approved.

~~14a. Resolution 04-25-07 - removed from agenda at approval of agenda~~

~~A resolution of the city council of the city of Cordova, Alaska, authorizing participation in the community development block grant (CDBG) program and signatory authority to Hannah Sanders, md, CEO of Cordova community medical center, a city-owned hospital. To execute and facilitate the CDBG grant.~~

M. Unfinished Business

15. Council action to issue an RFP for old PWSSC building - item had been referred January 2022. Publicizing Availability of Lot 2, Block 7A, Tidewater Development Park – The Old Prince William Sound Science Center (PWSSC) Building.

M/Kinsman S/Mickelson to direct staff to publish an official RFP with guidelines to advertise the availability of the building for lease as is or advertise the building is available for salvage in full of Lot 2, Block 7A, Tidewater Development Park otherwise known as the Old Science Center Building.

Mickelson is concerned with the City's liability if it is leased as is and not knowing the current structural integrity of the pilings. Agreed partial salvage is not in the City's best interest and that it should rather it be taken down. **Adams** would like to see the building put to use. **Sherman** wants to follow the process with the letter of interest coming now. **Ranney** is concerned the building is not in good form to rent out without having a professional inspect it. **Zastrow** is for the combination of offerings **Kinsman** motioned. Does still even with the underwater pilings, roof and heating system needing to be looked at, agrees to put it out to RFP and see the options people propose. **Hansen** agrees with other council members to be conscious of liability. **Greenwood** mentioned if they decide to go to RFP, the person with the letter of interest would be cut off in the process and must then go through the RFP process which will take longer. **Mickelson** asked for cost estimate to evaluate the pilings, demolish the building, and to remove grid mud to know how to move forward.

M/Kinsman S/Mickelson to refer to staff to present the Planning and Zoning recommendation on the letter of request next meeting with the three estimates.

Ranney suggests contacting the native village to use the professionals they have coming to town.

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

N. New & Miscellaneous Business

16. Council election of a member to serve as Vice Mayor
M/Zastrow S/Adams nominates **Kinsman** for Vice Mayor.

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

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

Kinsman recommends scheduling a work session for cash flow for the April 16, 2025, meeting and at that meeting scheduling another work session in the weeks after to continue strategic planning - **Ranney** agreed.

Kinsman recommended Q1 update in a work session before the meeting to set the mill rate.

O. Audience Participation

Stephanie Cuttler spoke on the need for essentials in Cordova like the DMV and the disconnect between Cordova within our own community and with the State.

P. Council Comments

Sherman welcomes the new Council members and thanks **Mayor Smith** for the written report. She gave thanks to the City Manager on being ahead on the Spring Bear meeting. **Sherman** mentioned that although Cordova is struggling she sees other communities in the US struggling as well.

Ranney congrats new Council members and thanks **Amanda Hadley** and **Sam Greenwood** and staff on all the prepared information brought.

Adams is happy to hear there is a new magistrate and the possibility of a mobile DMV.

Zastrow also welcomes all new members and appreciates the written Mayors report.

Mickelson is appreciative of all the reports that were put together. He mentioned to look into the limited ways the public can comment remotely in a meeting.

Kinsman thanks everyone for voting him as vice mayor. He also noted if someone does not have their Real ID, they can still fly if they speak with the airline counter attendant who can assist with contacting TSA to help them obtain the needed information to fly.

Mayor Smith talked on Cordova continuing to be self-reliant in finding our own solutions and thanked the new Council members for stepping up to take their turn to serve.

Q. Executive Session

18. Council contract negotiation with City Clerk Susan Bourgeois, a matter the immediate knowledge of which would clearly have an adverse effect on the finances of the city.

M/Kinsman S/Mickelson to enter executive session to discuss Council contract negotiation with City Clerk Susan Bourgeois, a matter the immediate knowledge of which would clearly have an adverse effect on the finances of the city.

Hearing no objection **Mayor Smith** said the motion was approved and she recessed the meeting at 8:40pm until the room could be cleared.

Council entered the executive session at 8:44 pm and came back into open session at 8:58pm.

Council requests staff to supply the City Clerk's proposal, contract, the summary of her evaluations, and any information of cost-of-living wages be shared with all council members by email and printed for the next meeting.

R. Adjournment

Hearing no objection **Mayor Smith** adjourned the meeting at 8:55 pm.

Approved: May 7, 2025

Attest: _____


Colette Gilmour, Deputy City Clerk