

**Regular City Council Meeting**  
**August 6, 2025 @ 7:00 pm**  
**Cordova Center Community Rooms A & B**  
**Minutes**

**A. Call to order** – **Mayor Kristin Smith** called the Regular City Council Meeting to order at 7:00 pm on August 6, 2025, in the Cordova Center Community Rooms.

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

**C. Roll call** – Present for roll call were **Mayor Kristin Smith** and Council members **Kasey Kinsman**, **Wendy Ranney**, **Cathy Sherman**, and **Dave Zastrow**. Council members **Debra Adams**, **Aaron Hansen**, and **Mike Mickelson** were absent. Also present were City Manager **Sam Greenwood**, and City Clerk **Susan Bourgeois**.

**D. Approval of Regular Agenda**

Hearing no objection to approval of the agenda, **Mayor Smith** 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

**Shae Bowman** of 5.5 Mile Power Creek spoke to Council representing RurAL CAP – she is a community development specialist employed by RurAL CAP. She gave an overview of 2 exciting programs that RurAL CAP is offering: 1) self-help housing program – funded through a USDA grant, includes sweat-equity and section 502 loans; and 2) rural professional housing development grant – through AHFC to fund the building of housing for professionals such as doctors, teachers, public safety officers, etc. She asked if Council wanted some others from her office to present more about these at a future Council meeting.

3. Chairpersons and Representatives of Boards and Commissions: **Dr. Hannah Sanders**, CCMC CEO reported: 1) particularly busy this summer at the hospital; 2) she commended the EMS volunteers who are professional and committed to the community, they do an amazing job; 3) budgetarily, they are right on track; 4) she received notice that they are in a congressional bill which moved out of committee, though not yet approved, for a \$3 million grant for infrastructure and to help plan for future construction and IT systems; 5) the hospital keeps getting mentioned on social media because some of their employees work and live offsite – she said in her role over the last five years, she has learned that the institutional knowledge has been lost and it is very hard to repair some of the things that have been found to not have been handed over due to so much turnover; she said they much prefer people live here but that cannot always be accommodated.

**G. Approval of Consent Calendar**

4. Minutes: a. none

5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absences of Council members Hansen and Zastrow from the July 16, 2025, Regular Meeting.

6. Chinook Auto Rental Business License Transfer

Vote on the Consent Calendar: 4 yeas, 0 nays, 3 absent. Zastrow-yes; Sherman-yes; Adams-absent; Hansen-absent; Kinsman-yes; Ranney-yes; and Mickelson-absent. 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 – **Smith** reported: 1) her written report focused on housing – she had met with **Shae Bowman** of RurAL CAP and was hoping we could get a good relationship going with them, especially in the context of the University possible subdivision in the Whiskey Ridge neighborhood.

8. City Manager's Report - **Greenwood** reported: 1) she thanked the Trails Committee for their work on the Comprehensive Trails Plan; 2) **Signe Bowman** accepted the Cordova Center Coordinator position and she'll start on August 18; still in the interview process for DMV; 3) she and Planner **Amanda Coward** met with UALM folks – this subdivision project is at the very beginning stages, nothing is approved yet; she offered that maybe we can approve a resolution of support for this – we can bring to August 20 meeting, timely for public comments due by August 22.

a. Public Works Department mid-summer update

b. Staff report regarding correspondence item 11.c.

9. City Clerk's Report - **Bourgeois** had nothing significant to report.

10. Staff Reports – 2Q, 2025 Quarterlies: a. Cordova Harbor & Port, Harbormaster **Tony Schinella**

## K. Correspondence

11. City Council correspondence primer: correspondence policies & procedures

a. 07-17-25 DNR email with request for comments: non-competitive sale of ADL 68214, competitive tidelands lease of ADL 28205, and noncompetitive tidelands lease of ADL 214997; b. 07-22-25 Letter from Mayor Smith, 2025-26 AMHS ferry schedule comments; c. 07-22-25 UAA public comment notice for Whiskey Ridge subdivision development & disposal plan; d. 07-29-25 Thank you card from the CHS Class of 2025 Council member **Sherman** thanked **Mayor Smith** and said that was a great letter to AMHS.

## L. Ordinances and Resolutions

12. Ordinance 1232 An ordinance of the Council of the City of Cordova, Alaska amending Cordova Municipal Code Section 6.12.040–Exceptions, to allow the City Manager to authorize use permits to except special events held at ski hill, from the provisions of 6.12.030–Alcoholic beverages-consumption in public places – 2<sup>nd</sup> reading

**M/Sherman S/Kinsman** to adopt Ordinance 1232 An ordinance of the Council of the City of Cordova, Alaska amending Cordova Municipal Code Section 6.12.040–Exceptions, to allow the City Manager to authorize use permits to except special events held at ski hill, from the provisions of 6.12.030–Alcoholic beverages-consumption in public places

**Sherman** said we have discussed this, Salmon Jam is a steadfast event, this can assist the volunteers, they are still required to get an alcohol permit from ABC. **Kinsman** agreed, it is a great event, this is a great idea to make this change.

Vote on the motion: 4 yeas, 0 nays, 3 absent. Sherman-yes; Adams-absent; Kinsman-yes; Mickelson-absent; Hansen-absent; Ranney-yes; and Zastrow-yes. Motion was approved.

13. Ordinance 1233 An ordinance of the Council of the City of Cordova, Alaska amending Cordova Municipal Code Section 4.16.050–Residency requirement, to replace 'city limits' with 'greater Cordova area' and to clarify and further define residency – 2<sup>nd</sup> reading

**M/Ranney S/Sherman** to adopt Ordinance 1233 An ordinance of the Council of the City of Cordova, Alaska amending Cordova Municipal Code Section 4.16.050–Residency requirement, to replace 'city limits' with 'greater Cordova area' and to clarify and further define residency

**Ranney** said this gives us options; opportunity to bring in help for the police department and also for anyone who may want to settle outside the city limits, she sees no issue with this. **Sherman** added to **Ranney's** comments that it is not only our community looking at things like this – across the state communities are looking at remote work and creative scheduling. **Kinsman** asked when the last time the police department was fully staffed. **Sergeant Hayden** was present and answered that it was in 2017. **Kinsman** said so if there is anyone out there listening, he reiterated that answer – 2017. This is an avenue to help our police department – that is an important point to make.

Vote on the motion: 4 yeas, 0 nays, 3 absent. Kinsman-yes; Zastrow-yes; Adams-absent; Ranney-yes; Hansen-absent; Mickelson-absent; and Sherman-yes. Motion was approved.

14. Resolution 08-25-21 A resolution of the Council of the City of Cordova, Alaska adopting the City of

Cordova Comprehensive Trails Plan 2025

**M/Kinsman S/Ranney** to approve Resolution 08-25-21 A resolution of the Council of the City of Cordova, Alaska adopting the City of Cordova Comprehensive Trails Plan 2025

**Kinsman** said this is comprehensive and looks like it took a lot of work, fantastic job, great collaboration and he is absolutely in support of this. **Ranney** said it was a pleasure working with all these folks on this; she was off of Trails Committee before it was completed, and she thanked those who helped finish it up. **Sherman** expressed kudos to all involved – a very impressive document. **Mayor Smith** concurred and said she loved reading through the history of trails, the transportation component – set a great context for the roles that trails play – the transportation aspect of trails, not just the modern hiking era. **Zastrow** said this was a huge effort by a lot of people. The National Park Service was instrumental, there was a huge amount of public input/involvement. **Zastrow** said this will be used for funding.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Adams, Hansen, Mickelson). Motion was approved.

#### **M. Unfinished Business - none**

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

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

**Ranney** asked to have the prospect of annexation (Whitshed properties, out Hartney Bay) and/or borough formation added to the pending agenda. She said the city limits have construction going on in multiple directions: Whitshed, end of Orca Rd, just something we should start talking about. City Manager **Greenwood** just wanted everyone to understand this sort of planning needs to have budgeted money put to it, this is a super-intensive project that would need lots of attorney time.

#### **O. Audience Participation**

**Bruce Tiedeman** of 605 Lake Ave. #20 mentioned to very poor condition of 7<sup>th</sup> Street to the Council's attention. Curbs and gutter are necessary there, there are drainage issues, and we are about to enter the difficult weather time of year.

**Cameron Hayden** of 164 Prince William Marina Rd. thanked the Council for the support by adopting Ordinance 1233, he said it will be a great benefit to Cordova.

#### **P. Council Comments**

**Sherman** kudos to the chip sealing that has been happening around town; she encouraged pet owners to clean up after their pets, City staff runs into problems left behind when they are maintaining our parks, that is unfair and unsafe.

**Kinsman** thanked our public safety employees who do an amazing job. He praised **Samantha** at Parks & Rec also doing a fantastic job with a few difficult items, the pool and skater's cabin.

**Ranney** also thanked our public safety employees – sirens have been going off daily and we are grateful they are available to answer the call. Thanks to my fellow Council members, it is an incredibly busy time for so many of us and here we are still getting together to meet and conduct business.

**Zastrow** echoed the public safety comments, thanked the Mayor and Manager for the written reports. Thanks to streets crew for the chip sealing but also the cracks and potholes they've been fixing on Whitshed. University land – that could be a huge benefit to the community. Trails plan – specific thanks to: **Liz Senear, Ryan Schuetze, Michelle Hahn, Toni Godes, Wendy Ranney, Stormy Haught.**

**Mayor Smith** thanked Police and EMS with all their help with Salmon Jam, on top everything else you do. Shout out to all the volunteers who made Salmon Jam great this year.

#### **Q. Executive Session - none**

#### **R. Adjournment**

Hearing no objection **Mayor Smith** adjourned the meeting at 8:10 pm.

Approved: September 3, 2025

