

**Regular City Council Meeting  
September 3, 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 September 3, 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 **Wendy Ranney** and **Cathy Sherman**. Council members **Debra Adams**, **Kasey Kinsman** and **Mike Mickelson** were present via zoom videoconference. Council members **Aaron Hansen** and **Dave Zastrow** 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 - none
3. Chairpersons and Representatives of Boards and Commissions - none
  - a. PWSRCAC Community Open Houses to discuss geographic response strategies for the Copper River Delta & Flats area (September 9 & September 10)

**G. Approval of Consent Calendar**

4. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absences of Council member Mickelson from the August 20, 2025, Regular Meeting.

5. Minutes: **a.** Minutes of the Regular Council Meeting of July 16, 2025; **b.** Minutes of the Council Public Hearing of August 6, 2025; **c.** Minutes of the Regular Council Meeting of August 6, 2025

6. Council action to waive protest of the renewal of liquor license #2433 OK Restaurant – Restaurant/Eating Place license

Vote on the Consent Calendar: 5 yeas, 0 nays, 2 absent. Zastrow-absent; Sherman-yes; Adams-yes; Hansen-absent; Kinsman-yes; Ranney-yes; and Mickelson-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 – **Smith** reported: 1) she has been meeting weekly with the City Manager, she is still trying to work out details on capturing a way to account for infrastructure, capital improvements, over time; 2) PWSRCAC activities, geographic response strategies for CR Sept. 9, 10, then meetings and other community events Sept 16, 17, 18; 3) also PWSSC Tuesday talk on September 16.

8. City Manager's Report - **Greenwood** reported: 1) **Samantha Hagerthy-Schneider** gave a short update on the pool and on Skaters' cabin; 2) **Greenwood** praised the Streets department, said they have been chip sealing and doing a great job, working hard, it is a detailed process; water-sewer also making progress, they had some blowouts to deal with on this recent deluge, handling everything well, professionally; 3) it has been uncovered that for the Breakwater Fill Lot RFP, there had not been an option to lease only, so staff is going to work on the best solution – probably put it out again just for a possible lease – probably don't want to put the purchase option back out.

Council questions: **Sherman** thanked **Greenwood** for the written report – if she has no questions it is because all the answers were there, she appreciates that.

9. City Clerk's Report - **Bourgeois** reported: 1) a Board of Adjustment is in the works – she will be communicating with Council on that but at this time the best advice is to refrain from ex parte on that topic; the date is looking like October 22 at 6pm; 2) she's been communicating with a group working on pet euthanasia in town, currently trying to determine best methods to dispose of euthanized pets; 3) she praised the finance department staff and the deputy clerk, all have been taking in property taxes diligently as we just passed the first half due date yesterday.

## K. Correspondence

10. City Council correspondence primer: correspondence policies & procedures

a. 08-20-25 Jt comment from Eccles Lagoon landowners to UALM regarding Cordova Subdivision; b. 08-22-25 Notice of AK Statewide Long Range Transportation Plan Update 2055; c. 08-27-25 Letter from P. Payne: response to Mayor article re Harbor entrance lot; d. 08-29-25 Email and Flyer from PWSRCAC Cordova September Events

**Mayor Smith** mentioned item 10a. – said the community members from the Eccles Lagoon neighborhood have done a great job compiling this information. She and City Manager agreed that plenty of opportunity for more public input will be coming, this isn't a done deal yet, but the University will surely have more opportunity for public involvement and on the City side there will be preliminary plats, final plats – also opportunity for public involvement.

## L. Ordinances and Resolutions

11. Ordinance 1234 An ordinance of the Council of the City of Cordova, Alaska amending CMC 3.12.110 "Contracts" to expressly require collective bargaining agreements be approved by City Council via resolution – 1<sup>st</sup> reading

**M/Sherman S/Ranney** to approve Ordinance 1234 An ordinance of the Council of the City of Cordova, Alaska amending CMC 3.12.110 "Contracts" to expressly require collective bargaining agreements be approved by City Council via resolution

**Sherman** said this has been on pending agenda for a while. This is a good addition to the process to ensure Council has a role in this and the public sees these before approval. **Ranney** agreed, it should be public, Council has a role in financial decisions and should have a role in this one too. **Kinsman** said a few years ago it was debilitating to the whole budget process when the last CBA was approved. Council should be involved. **Adams** asked if this was related to personnel and therefore required to be confidential to some extent. **Greenwood** said her hope is that as the new CBA is negotiated, she brings Council along with her, has executive sessions or in other ways keeps them updated so in the end, there are no surprises, everyone is on the same page. **Bourgeois** said CBAs are absolutely public knowledge, have always been. She went on to clarify that even as code reads now, Council should be approving the CBA, this addition to the code *expressly* ensures that is the case into the future.

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

12. Resolution 09-25-24 A resolution of the Council of the City of Cordova, Alaska authorizing amendment to the FY25 budget in the amount of \$488,667

**M/Sherman S/Kinsman** to approve Resolution 09-25-24 A resolution of the Council of the City of Cordova, Alaska authorizing amendment to the FY25 budget in the amount of \$488,667

**Sherman** said it is just sad that school bond debt reimbursement is considerably lower than was budgeted, and also Secure Rural School funding was \$13k instead of the \$729k that was budgeted. She said as far as a housekeeping measure; she is comfortable approving this tonight. **Kinsman** said he is trying to see opportunity in this. He wants to see us during this next budget preparation come up with a budget that reflects less dependence on state and federal revenue sources. Then if we do receive those, they will be a windfall, and we can use them to pay back other sources. He's trying to look at this through a lens of us controlling our own destiny in the future. He appreciates staff outlining the key points – he doesn't have questions, it is clear. He likes the mid-year look at the budget, highlighting where we are, our risks that were highlighted. **Greenwood** and Comptroller **Glaser** highlighted that these are known deficits that we

are remedying with this budget amendment. **Ranney** said we all knew this was coming – it was presented eloquently in the packet – she appreciates the numbers and the check in, she is certainly not surprised. **Adams** said she had no questions, she appreciates the detail presented and knows it takes a lot of work. **Mickelson** echoed those comments. **Kinsman** said for anyone out there listening, this is revenue that we built a budget around, significant revenue, and we are going to have to make that up somewhere, with something. He'd love to hear from the community on their ideas.

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

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

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

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

**Mayor Smith** brought up number 11 on the Pending Agenda list, considering changes to conditional use permits for marijuana establishments in Cordova – Clerk would be forwarding more information to Council. October 1 Council meeting date – first budget work session on revenue, 6pm that night. Then probably work sessions to follow on subsequent Council meeting dates – we'll schedule for 6pm knowing we may recess and reconvene work sessions if time allows after the regular meetings. Board of Adjustment Meeting will be 6pm on Oct. 22.

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

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

**Adams** was excited by the work session topic, the possibilities that could be available for Cordova.

**Kinsman** agreed there was great information at the work session – good use of time. Excited to hear that there could be a block home/townhome option – we should explore all options. Thanked **Samantha** – Parks & Rec – positive news – a path forward. Also thanked staff for the snapshot of budget, good opportunity to see where we are.

**Mickelson** said he really appreciates the budget snapshot – of all the organizations he's worked with and all the financials he's seen, those were the most concise, easy-to-look-at, and clear – thanks for presenting it that way. Happy to hear the positive pool update.

**Sherman** said the RurAL CAP presentation was enlightening. Kudos to staff, **Samantha**, chip sealers, water crew.

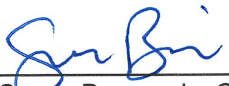
**Ranney** thanked the Eccles Lagoon landowners for the information they provided. P&Z Commissioners in attendance tonight – was nice to have the group effort. Appreciated the hard work from **Sheryl**. Excited to hear more about RurAL CAP. She wants the community to know, we are supportive of the pool.

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

#### **R. Adjournment**

Hearing no objection **Mayor Smith** adjourned the meeting at 7:54 pm.

Approved: September 17, 2025

Attest:   
Susan Bourgeois, CMC, City Clerk

