

**Regular City Council Meeting
September 17, 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 17, 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 **Debra Adams**, **Aaron Hansen**, **Wendy Ranney**, **Cathy Sherman** and **Dave Zastrow**. Council members **Kasey Kinsman** 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 – **Ranney** mentioned that she had ex parte communication with Mr. Beckett concerning his letter (9g). **Mayor Smith** said that is fine, thank you for disclosing, it is not an action item for Council.

F. Communications by and Petitions from Visitors

1. Guest speakers – none

2. Audience comments regarding agenda items

Joy Landaluce of 501 Fourth Street spoke to item 9b a letter she wrote to Council concerning her senior citizen property tax exemption. She hoped Council would grant her the exemption.

3. Chairpersons and Representatives of Boards and Commissions - none

G. Approval of Consent Calendar

4. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absences of Hansen & Zastrow from the September 3, 2025, Regular Meeting.

5. Minutes: **a.** Minutes of the Regular Council Meeting of August 20, 2025; **b.** Minutes of the Regular Council Meeting of Sept 3, 2025

Vote on the Consent Calendar: 5 yeas, 0 nays, 2 absent. Ranney-yes; Mickelson-absent; Hansen-yes; Kinsman-absent; Sherman-yes; Adams-yes; and Zastrow-yes. Consent Calendar was approved.

H. Approval of Minutes – in consent calendar

I. Consideration of Bids/Proposals/Contracts - none

J. Reports of Officers

6. Mayor's Report – **Smith** said her written report touched on these items: 1) housing; 2) skaters' cabin; 3) State DoT&PF maintenance & operations; 4) community leadership roundtable; 5) innovate Cordova.

7. City Manager's Report - **Greenwood** reported: 1) focus lately has been on budget, working with staff and especially Sheryl on this; 2) **Kevin Johnson** will give public comment for the GCI discontinuation of services notice in correspondence; 3) **Samantha Hagerthy-Schneider** gave an update and said they had located the pool leak – Peterson's Welding has given a reasonable estimate to cut into the pool then a RenoSys (liner manufacturer) tech will come in to sew it back up/weld it up – in that way the liner will remain under warranty; 4) **Hagerthy-Schneider** also reported that Skaters' Cabin has been demo'ed, by Wilson construction – we are excited to get it back up again.

8. City Clerk's Report - **Bourgeois** said her written report touched on: 1) boards – commissions - committees – Fisheries Committee to meet October 16; 2) she included code & statute references on

Marijuana regulations; 3) annexation/borough formation – she has reached out and will again, to get more info from the LBC; 4) records management – record’s requests; 5) property taxes – exemptions, bills, etc.

K. Correspondence

9. City Council correspondence primer: correspondence policies & procedures

a. 09-03-25 Mayor Smith correspondence regarding University land disposal; **b.** 09-05-25 Letter from Landaluce regarding Senior Citizen Property Tax exemption; **c.** 09-08-25 ADEC Spill Prevention and Response Division informal open comment period; **d.** 09-09-25 PWSRCAC news release re board mtg in Cordova and agenda for 9/18-19/25; **e.** 09-10-25 RCA notice of GCI application for discontinuation of services; **f.** 09-10-25 Notice for 09-30-25 DoT Open House Second St. Reconstruction Project; **g.** 09-10-25 Email and letter from Beckett regarding City travel lift (**may be discussed in executive session**)

Council did request an executive session to discuss item 9(g).

L. Ordinances and Resolutions

10. 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 – 2nd 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 few years and most of the negotiations that the manager is doing are discussed in executive session with the Council and this gives the opportunity for an action to be taken in open session – approval by resolution. **Adams** asked if there was any reason not to do this. The City Clerk and Manager both expressed that the CBA is already, has already always been a public document – this is essentially a formality.

Vote on the motion: 5 yeas, 0 nays, 2 absent. Hansen-yes; Adams-yes; Zastrow-yes; Mickelson-absent; Kinsman-absent; Ranney-yes; and Sherman-yes. Motion was approved.

11. Resolution 09-25-25 A resolution of the Council of the City of Cordova, Alaska inviting RurAL CAP to support the community in creating new housing opportunities

M/Sherman S/Adams to approve Resolution 09-25-24 A resolution of the Council of the City of Cordova, Alaska inviting RurAL CAP to support the community in creating new housing opportunities

Sherman said we had a great work session earlier with RurALCap (September 3) and it is exciting to see what they have going on. She thinks this is a great opportunity for the community. **Adams** said she was impressed and intrigued by the whole process, such a collaborative effort – she thinks it is a great opportunity to bring much-needed housing here but also to bring the community together. **Hansen** asked what we were committing to. **Greenwood** sad we are not committing ourselves to anything specific. We will work with them to see if there is an opportunity to move ahead with something in Cordova. **Mayor Smith** added that they don’t want to come into community without being invited and this is us doing that.

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

M. Unfinished Business - none

N. New & Miscellaneous Business

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

Clerk said she’d be advertising board/commission vacancies that occur at end of November each year, Council to make those appointments in December.

O. Audience Participation

Stephen Phillips, of 100 Gandil and Fire Chief of CVFD, reported that call volumes are down, everyone is reeling from a crazy, hectic summer. Engine 14 causing issues, blown tire – out of service for now, City shop working on getting a replacement tire. So, we are down 1 apparatus, tanker 9 still in operation – still have adequate response capabilities. Major undertaking for our members – firefighter 1 training begins in October. Fire awareness month in October – so public relations will be a big push. We received a state of

Alaska grant for about \$100k worth of tools/equipment, hydraulic extrication tools – will be huge benefit to the department especially compared to the old, cumbersome tools we now use.

P. Council Comments

Sherman great news from the fire department.

Ranney thanked staff: **Stephen** & volunteers at CVFD, thanks to **Samantha** for hard work and updates for them on pool and skaters' cabin, thanked staff for the marijuana information.

Adams said ditto on congrats to CVFD, pool, **Samantha**. She hopes that there is some kind of resolution on the DoT problem because winter is coming and the State will be needing plows and operators – for the airport, highway, routes to the hospital, etc..

Hansen thanked staff for providing all the information for tonight's meeting.

Zastrow expressed appreciation to all staff, with the vacancies we've had, the work doesn't go away, it gets done by fewer people, he recognized that. He opined that re-initiating the leadership roundtables is a great idea – many topics that affect different entities could be addressed and collaboration could be helpful.

Mayor Smith said she heard from a Murkowski staffer that a retroactive reauthorization of Secure Rural Schools funding is being worked on, so there is hope and perhaps she will write a letter in support of that.

Q. Executive Session

Correspondence: 9. g. 09-10-25 Email and letter from Beckett regarding City travel lift

13. Council discussion with City Manager about 09-10-25 email and letter from Beckett regarding City travel lift, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

M/Hansen S/Adams to go into an executive session for a Council discussion with City Manager about 09-10-25 Email and letter from Beckett regarding City travel lift, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government.

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

Hearing no objection Mayor Smith recessed the meeting to clear the room at 7:50pm.

Council entered the executive session at 7:53pm and was back in open session at 8:07pm.

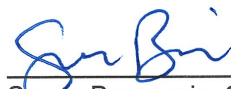
Mayor Smith said staff updated Council and no action was taken in the executive session.

R. Adjournment

Hearing no objection **Mayor Smith** adjourned the meeting at 8:08 pm.

Approved: October 15, 2025

Attest:



Susan Bourgeois, CMC, City Clerk

