

Mayor

James Kacsh

Council Members

Kristin Carpenter

Tim Joyce

Tom Bailer

Bret Bradford

EJ Cheshier

David Reggiani

James Burton

City Manager

Randy Robertson

City Clerk

Susan Bourgeois

Deputy Clerk

Tina Hammer

Student Council

Summer Vacation

REGULAR COUNCIL MEETING

AUGUST 06, 2014 @ 7:00 PM

LIBRARY MEETING ROOM

AGENDA



A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

I pledge allegiance to the Flag of the United States of America, and to the republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

C. ROLL CALL

Mayor James Kacsh, Council members Kristin Carpenter, Tim Joyce, Tom Bailer

Bret Bradford, EJ Cheshier, David Reggiani and James Burton

D. APPROVAL OF REGULAR AGENDA..... (voice vote)

E. DISCLOSURES OF CONFLICTS OF INTEREST

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speaker
2. Audience comments regarding agenda items..... **(3 minutes per speaker)**
3. Chairpersons and Representatives of Boards and Commissions (Harbor, HSB, Parks & Rec, P&Z, School Board)

G. APPROVAL OF CONSENT CALENDAR..... (roll call vote)

4. Ordinance 1120..... (page 1)

An ordinance of the City Council of the City of Cordova, Alaska, waiving for good cause the failure of Irene Hansen to make timely application for a senior citizen property tax exemption for the 2014 tax year – 1st reading

5. Resolution 08-14-31..... (page 7)

A resolution of the City Council of the City of Cordova, Alaska, authorizing City Manager Randy Robertson to enter into a sole source contract with Joanie Behrends as the Emergency Management Planner for the City of Cordova

6. Council approval of an MOU with Cordova Electric regarding Crater Lake..... (page 10)

7. Record excused absences for Cheshier and Bradford from the July 16, 2014 Regular Meeting

H. APPROVAL OF MINUTES

8. Special Meeting Minutes 12-04-13..... (page 11)

9. Special Meeting Minutes 01-23-14..... (page 12)

10. Special Meeting Minutes 02-07-14..... (page 14)

11. Regular Meeting Minutes 07-16-14..... (page 15)

I. CONSIDERATION OF BIDS - none

J. REPORTS OF OFFICERS

12. Mayor's Report

13. Manager's Report

a. Finance department report concerning collections..... (page 20)

Staff Second Quarter 2014 Reports to Council

a. Buck Adams, UBS Financial Services, City Investments..... (page 25)

b. Miriam Dunbar, Library Director..... (page 36)

c. Laura Cloward, Information Services..... (page 39)

d. Paul Trumblee, CVFD, City Fire Marshal..... (page 41)

e. Samantha Greenwood, City Planner.....	(page 46)
f. Tony Schinella, Harbormaster.....	(page 47)
g. Rich Rogers, Director of the Public Works Department.....	(page 48)
h. Chief George Wintle, Cordova Police Department.....	(page 49)
i. Susan Herschleb, Director of Parks and Recreation.....	(page 52)
j. Jon Stavig, Finance Director.....	(page 56)
14. City Clerk's Report.....	(page 61)

K. CORRESPONDENCE

15. Email from Debbie Collins 07-16-14 in re Raw Fish Tax.....	(page 62)
16. Letter from CDFU 07-16-14 in re Raw Fish Tax.....	(page 63)
17. Letter from Bob Smith regarding Refuse Department suggestions.....	(page 64)

L. ORDINANCES AND RESOLUTIONS

18. Ordinance 1119.....	(voice vote)(page 80)
An ordinance of the City Council of the City of Cordova, Alaska, authorizing a sublease for a 2,500 square foot portion of USS 1765 of Township 15 South, Range 3 West, Section 22, Copper River Meridian, Alaska, commonly identified as tripod hill, to Cordova Telephone Cooperative, Inc. – 1 st reading	

M. UNFINISHED BUSINESS

N. NEW & MISCELLANEOUS BUSINESS

19. Discussion of possible November Special Election seeking Bond approval.....	(page 95)
for Cordova Center	
20. Council concurrence of Mayor's appointments to the.....	(voice vote)(page 99)
Parks and Rec Commission	
21. Cordova Center, June 2005, Energy and Life Cycle Cost Analysis draft report.....	(page 101)
22. Pending Agenda, Calendar, Elected & Appointed Officials lists.....	(page 143)

O. AUDIENCE PARTICIPATION

P. COUNCIL COMMENTS

23. Council Comments

Q. EXECUTIVE SESSION

24. Performance deed of trust negotiation

R. ADJOURNMENT

∞ ∞ ∞ ∞ ∞ ∞ IT'S BERRY PICKING TIME IN CORDOVA ∞ ∞ ∞ ∞ ∞ ∞

Executive Sessions: Subjects which may be discussed are: (1) Matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) Subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) Matters which by law, municipal charter or code are required to be confidential; (4) Matters involving consideration of governmental records that by law are not subject to public disclosure.

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Full City Council agendas and packets available online at www.cityofcordova.net

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: July 29, 2014

TO: Mayor and City Council

SUBJECT: Ordinance 1120

There was a time when Senior Citizens had to apply for a property tax exemption with the City of Cordova on an annual basis. For multiple administrative reasons and for the ease of those applying, Council changed code to allow for a one time application. The one time application led to many fewer instances of Council having to accept applications as if filed timely due to occasional senior citizens simply forgetting to file. However, cases did arise that still led to the need for Council intervention even after the code change to the one-time filing. On such occasions, Council directed staff to ask the City Attorney to determine how to allow a senior citizen a property tax exemption without actually having to alter City Code. The City Attorney brought forward an ordinance substantially similar to this one that is before you tonight. Council has used this type of ordinance 2 times before.

Recommended Motion: Move to adopt Ordinance 1120

Required Action: Majority voice vote on first reading

**CITY OF CORDOVA, ALASKA
ORDINANCE 1120**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
CORDOVA, ALASKA, WAIVING FOR GOOD CAUSE THE FAILURE OF
IRENE HANSEN TO MAKE TIMELY APPLICATION FOR A SENIOR CITIZEN
PROPERTY TAX EXEMPTION FOR THE 2014 TAX YEAR**

WHEREAS, AS 29.45.030(e) and Cordova Municipal Code 5.36.035(A) exempt from real property taxation the first \$150,000 of the assessed value of real property owned and occupied as the primary residence and permanent place of abode by a resident sixty-five years of age or older; and

WHEREAS, AS 29.45.030(f) requires the City, by ordinance, to establish procedures and deadlines for filing an application for this property tax exemption, and provides that the Council may waive the failure to make timely application for good cause shown; and

WHEREAS, Cordova Municipal Code 5.36.035(C) requires that an application for a senior citizen exemption from City real property tax must be filed no later than January 15 of each assessment year; and

WHEREAS, Cordova Municipal Code 5.36.035(C) also provides that the Council, for good cause shown, may authorize the assessor to accept as timely filed an application filed after January 15 and before May 1 of the assessment year for which the exemption is sought; and

WHEREAS, Irene Hansen has requested that the Council waive her failure to make timely application for a senior citizen property tax exemption for the 2014 tax year, and pursuant to AS 29.45.030(f) the Council finds that good cause has been shown to waive the failure of Irene Hansen to make timely application for a senior citizen property tax exemption for the 2014 tax year; and

WHEREAS, Irene Hansen has already been billed for real property taxes for the 2014 tax year on the property that would be the subject of the application for exemption, and therefore, with approval of this Ordinance, staff will appropriately write-off the billed amount and re-categorize the property as senior exempt.

BE IT ORDAINED by the City Council of the City of Cordova, Alaska, that:

Section 1: Pursuant to AS 29.45.030(f), the Council for good cause shown waives the failure of Irene Hansen to make timely application for a senior citizen property tax exemption for the 2014 tax year, and authorizes the assessor to accept such application as timely, notwithstanding anything in Cordova Municipal Code 5.36.035(C) to the contrary.

Section 2: Pursuant to AS 29.45.030(f), if the application for exemption referred to in Section 1 is approved, Irene Hansen shall be notified that the tax bill she received is null and void and no amount is owing.

Section 3. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska and published within ten (10) days of its passage.

1st reading: August 6, 2014

2nd reading and public hearing: August 20, 2014

PASSED AND APPROVED THIS 20th DAY OF AUGUST, 2014

James Kacsh, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

Irene Hansen
PO Box 724
Cordova, AK 99574
July 29, 2014

City of Cordova
Council Board
PO Box 1210
Cordova, AK 99574

Dear: City Council Board Members,

I am an 80 year Elder of the community. I live at Townhouse #2 on Seventh St. Recently I paid my house off from North Pacific Rim Housing Authority (NPRHA). I was told by NPRHA I didn't need to worry about paying the property taxes that they take care of it and owned the property.

After receiving the 2014 real property tax bill from the city I thought it was sent to the wrong person. I had a friend help me and found out that I am the owner of the land and responsible for the taxes. Which brings me to the request to have the city council waive my failure to make a timely application. I hope you will accept my property tax exemption application I have filed.

Sincerely,

A handwritten signature in cursive script that reads "Irene Hansen". The signature is written in dark ink and is positioned to the right of the word "Sincerely,".

Irene Hansen

Cordova Municipal Code

5.36.035 Statutory property exemptions.

A. The real property owned and occupied as the primary residence and permanent place of abode by a: (1) resident sixty-five years of age or older; (2) disabled veteran; or (3) resident at least sixty years old who is the widow or widower of a person who qualified for an exemption under subsection (A)(1) or (2) of this section, is exempt from taxation on the first one hundred fifty thousand dollars of the assessed value of the real property. Only one exemption may be granted for the same property and, if two or more persons are eligible for an exemption for the same property, the parties shall decide between or among themselves who is to receive the benefit of the exemption. Real property may not be exempted under this subsection if the assessor determines, after notice and hearing to the parties, that the property was conveyed to the applicant primarily for the purpose of obtaining the exemption. The determination of the assessor may be appealed under AS 44.62.560—44.62.570.

B. To be eligible for an exemption under subsection (A) of this section for a year, the individual applying for an exemption must also meet requirements under one of the following:

1. The individual shall be eligible for a permanent fund dividend under AS 43.23.005 for that same year or for the immediately preceding year; or
2. If the individual has not applied or does not apply for one or both of the permanent fund dividends, the individual would have been eligible for one of the permanent fund dividends identified in subsection (B)(1) of this section had the individual applied.

C. An exemption may not be granted under subsection (A) of this section, except upon written application for the exemption on a form approved by the state assessor. An applicant who qualifies for the exemption under this section need not file an application for successive tax years if there is no change in ownership, in residency or permanent place of abode, or other factor affecting qualification for the exemption. Applications must be filed no later than January 15 of the first year for which the exemption is sought. The city council, for good cause shown, may authorize the assessor to accept as timely filed an application filed after January 15 and before May 1 of the assessment year for which the exemption is sought. An application received after May 1 will be accepted as an application for the following assessment year. If the application is filed within the required time and is approved by the assessor, the assessor shall allow an exemption in accordance with the provisions of this section. The assessor shall require proof in the form the assessor considers necessary of the right to and amount of an exemption claimed under subsection (B) of this section and shall require a disabled veteran claiming an exemption under subsection (B) of this section to provide evidence of the disability rating. The assessor may require proof under this subsection at any time:

1. If property is occupied by a person other than the eligible applicant and his/her spouse and minor children, an exemption applies only to the portion of the property permanently occupied by the eligible applicant and his/her spouse and minor children as a permanent place of abode;
2. It shall be the responsibility of every person who obtains an exemption under this section to notify the assessor of any change in ownership, residency, permanent place

of abode or status of disability. A disabled veteran who has less than a permanent disability must submit an official disability percentage letter each year prior to January 15 showing a fifty percent or greater disability.

Alaska Statutes

AS 29.45.030. Required Exemptions.

(e) The real property owned and occupied as the primary residence and permanent place of abode by a (1) resident 65 years of age or older; (2) disabled veteran; or (3) resident at least 60 years old who is the widow or widower of a person who qualified for an exemption under (1) or (2) of this subsection, is exempt from taxation on the first \$150,000 of the assessed value of the real property. A municipality may, in case of hardship, provide for exemption beyond the first \$150,000 of assessed value in accordance with regulations of the department. Only one exemption may be granted for the same property and, if two or more persons are eligible for an exemption for the same property, the parties shall decide between or among themselves who is to receive the benefit of the exemption. Real property may not be exempted under this subsection if the assessor determines, after notice and hearing to the parties, that the property was conveyed to the applicant primarily for the purpose of obtaining the exemption. The determination of the assessor may be appealed under AS [44.62.560](#) - [44.62.570](#).

(f) To be eligible for an exemption under (e) of this section for a year, a municipality may by ordinance require that an individual also meet requirements under one of the following paragraphs: (1) the individual shall be eligible for a permanent fund dividend under AS [43.23.005](#) for that same year or for the immediately preceding year; or (2) if the individual has not applied or does not apply for one or both of the permanent fund dividends, the individual would have been eligible for one of the permanent fund dividends identified in (1) of this subsection had the individual applied. An exemption may not be granted under (e) of this section except upon written application for the exemption. Each municipality shall, by ordinance, establish procedures and deadlines for filing the application. The governing body of the municipality for good cause shown may waive the claimant's failure to make timely application for exemption and authorize the assessor to accept the application as if timely filed. If an application is filed within the required time and is approved by the assessor, the assessor shall allow an exemption in accordance with the provisions of (e) of this section. If the application for exemption is approved after taxes have been paid, the amount of tax that the claimant has already paid for the property exempted shall be refunded to the claimant. The assessor shall require proof in the form the assessor considers necessary of the right to and amount of an exemption claimed under (e) of this section, and shall require a disabled veteran claiming an exemption under (e) of this section to provide evidence of the disability rating. The assessor may require proof under this subsection at any time.

Cordova Volunteer Fire Department

FIRE CHIEF MICHAEL HICKS



P.O. Box 304
Cordova, Alaska 99574
(907) 424-6117 or (907) 424-6100
Fax (907) 424-6120
email: fire@cityofcordova.net

July 31, 2014

Mayor and Council Members
City of Cordova
PO Box 1210
Cordova, AK 99574

RE: Sole Source Procurement

Dear Mayor and Council Members:

The Alaska Department of Homeland Security under the 2014 Emergency Performance Grant awarded the City of Cordova \$18,000 with a 100% match for the purpose of hiring an Emergency Management Planner under the performance period of July 01, 2014 to June 30, 2015. The Cordova Volunteer Fire Department under the direction of City Manager Randy Robertson finalized the job description and duties for this position.

Some of the essential functions of this position:

- Update jurisdiction's Logistics Capability Assessment.
- Participate in the state Multi-Year Training and Exercise Plan Workshop (TEPW) to be held in conjunction with DHS&EM's spring Bi-Annual Preparedness Conference. **This goal is required and is a grant assurance.**
- Develop a local jurisdiction Multi-Year Training and Exercise Plan (TEP) to be submitted to DHS&EM at the TEPW. **This goal is required and a grant assurance.**
- Conduct workshops on the local Emergency Operations Plan (EOP) / Emergency Response Plan (ERP.) This is a required grant assurance. With local elected leaders
- Brief civic groups and senior citizens on local hazards and family preparedness plans
- Conduct awareness, individual response training, and evacuation drills in schools
- Disaster housing planning
- Enhancing all-hazards mitigation plans
- Enhancing logistics and resource management plans
- Enhancing evacuation plans, including alerts/warning, crisis communications, sheltering, and re-entry
- Enhancing financial and administrative procedures for use before, during, and after disaster events in support of a comprehensive emergency management program
- Enhancing emergency management and operation plans to integrate citizen/volunteer and other non-governmental organization resources and participation
- Pre-event recovery plans/response and mitigation plans in coordination with State and local governments (including tribal governments, rural water associations, and chief information officers)

- Continually Developing or formalizing agreements through letters or memorandums of understanding (MOU) to clarify mutual expectations, if existing, with local agencies or private organizations that can assist with emergency planning preparation, response, or recovery.

The Cordova Volunteer Fire Department would like the City of Cordova to hire **Joanie Behrends** as **Sole Source Procurement**, as she is familiar with the City's Emergency Operations Plan and Emergency Management.

Joanie Behrends is the perfect individual for this position. She possesses all the qualities necessary to complete this project within the set time frame. Joanie is known throughout the State and familiar with the State of Alaska Emergency Planning Process, the City of Cordova Emergency Operations Plan, the City of Cordova Emergency Management Team, the City of Cordova Emergency Resources, Local Emergency Response plans and the National Incident Management System (NIMS). In this capacity, she would be working hand in hand with City staff and the volunteers of the fire department. Joanie has the education & experience to perform every aspect of this job, and just as important, she has unsurpassable motivation & charisma that is needed when performing duties of this magnitude. Lastly, Joanie has the ability to work flexible hours which is one of the key components necessary to finalize this project.

Immediate implementation of this position is critical in order to meet the requirements of the grant which has funded this position. Your timely action with this matter is greatly appreciated.

Sincerely,

Paul Trumblee
City of Cordova
Fire Marshal / Grant Project Manager

**CITY OF CORDOVA, ALASKA
RESOLUTION 08-14-31**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING CITY MANAGER RANDY ROBERTSON TO ENTER INTO A SOLE
SOURCE CONTRACT WITH JOANIE BEHREND'S AS THE EMERGENCY
MANAGEMENT PLANNER FOR THE CITY OF CORDOVA**

WHEREAS, the Alaska Department of Homeland Security, under the 2014 Emergency Management Performance Grant, awarded the City of Cordova an \$18,000 grant with a 100% match for the purpose of hiring a Emergency Management Planner; and

WHEREAS, Joanie Behrends has many years of experience working with the Cordova Volunteer Fire Department, is familiar with the City's EOP and Emergency Management as well as state and national emergency planning agencies, and possesses all the qualities necessary to fulfill the grant requirements; and

WHEREAS, some of the essential functions of this position involve continuous updating of the City's Emergency Operations Plan (EOP), developing standard operating procedures for the City's Emergency Operations Center (EOC) and the alternate EOC, and creating Memorandums of Understanding as part of the EOP; and

WHEREAS, \$18,000 in funding for this program has been appropriated in the 2014 City of Cordova Budget, the performance period for this cycle is July 1, 2014 through June 30, 2015 and work was performed by Joanie Behrends in preparation for the 2014 Alaska Shield and continuing after action performances, along with other duties; and

WHEREAS, section 5.12.150 (A-5) provides for sole source procurements for professional services the Council by resolution determines to procure without formal competition.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Cordova, Alaska hereby authorizes the City Manager to enter into a sole source contract with Joanie Behrends as the Emergency Management Planner for the City of Cordova in an amount not to exceed \$36,000.

PASSED AND APPROVED THIS 6th DAY OF AUGUST, 2014

James Kacsh, Mayor

Attest:

Susan Bourgeois, CMC, City Clerk

**MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF CORDOVA
AND
CORDOVA ELECTRIC COOPERATIVE**

The parties authorized to act on behalf of Cordova Electric Cooperative, Inc. and the City of Cordova hereby agree as follows:

WHEREAS, Crater Lake has the potential to provide energy, water, recreational and economic opportunities to Cordova; and

WHEREAS, development of Crater Lake as a hydroelectric resource for Cordova can improve the energy and water security of the community of Cordova and derive lower costs and higher benefits if approached cooperatively and collaboratively; and

WHEREAS, portions of Crater Lake and watershed are located on The Eyak Corporation, State of Alaska, City of Cordova, and Chugach Alaska Corporation surface and subsurface lands; and

WHEREAS, the cooperation between these landholders, Cordova Electric Cooperative, and the City of Cordova would be mutually beneficial in reducing Cordova's dependence upon fossil fuel for energy and would allow for improvements to the City of Cordova water supply.

NOW, THEREFORE, BE IT RESOLVED, that the parties will seek opportunities to work together to develop energy and water storage at Crater Lake to maximize benefits and minimize costs to the extent possible as it is mutually beneficial to all parties and the community of Cordova.

City of Cordova

Cordova Electric Cooperative, Inc.

By: _____

By: _____

James Kacsh
Mayor

Tim Joyce
Board Chairman

Date: _____

Date: _____

**CITY COUNCIL SPECIAL MEETING
DECEMBER 04, 2013 @ 5:00 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kacsh called the Council Special Meeting to order at 5:00 pm on December 04, 2013 in the Library Meeting Room.

B. ROLL CALL

Present for roll call were *Mayor James Kacsh* and Council members *David Allison*, *Bret Bradford*, *David Reggiani* and *James Burton*. Council members *Kristen Carpenter* and *EJ Cheshier* arrived late at 5:05 pm and 5:06 pm respectively. Council member *Tim Joyce* was absent. Also present were City Manager *Randy Robertson* and City Clerk *Susan Bourgeois*.

C. APPROVAL OF AGENDA

M/Reggiani S/Bradford to approve the agenda.

Vote on motion: 4 yeas, 0 nays, 3 absent (Carpenter, Joyce and Cheshier). Motion carried.

D. DISCLOSURES OF CONFLICTS OF INTEREST - none

E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Comments regarding agenda item - none

F. EXECUTIVE SESSION

2. Cordova Center Finances – Attorney update

M/Bradford S/ Reggiani to enter into an executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the City specifically to get our attorney's update on Cordova Center finances.

Vote on motion: 4 yeas, 0 nays, 3 absent (Carpenter, Joyce and Cheshier). Motion carried.

Council entered executive session at 5:03 pm. Those in attendance at the executive session included City Attorney *Holly Wells*, *Ron Maas*, *Ed* and *Jeff* from Demand, Inc. At 6:38 pm *Ron*, *Ed* and *Jeff* were excused from the executive session. The special meeting was reconvened at 7:23 pm.

G. AUDIENCE PARTICIPATION - none

H. COUNCIL COMMENTS – none

I. ADJOURNMENT

M/Reggiani S/Burton to adjourn.

Hearing no objection, the meeting was adjourned at 7:24 pm.

Approved: August 6, 2014

Attest: _____
Susan Bourgeois, CMC, City Clerk

**CITY COUNCIL SPECIAL MEETING
JANUARY 23, 2014 @ 12:00 PM
CITY HALL CONFERENCE ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kacsh called the Council Special Meeting to order at 12:00 pm on January 23, 2014 in the City Hall Conference Room.

B. ROLL CALL

Present for roll call were *Mayor James Kacsh* and Council members *Kristen Carpenter, Tim Joyce, Bret Bradford, EJ Cheshier* and *David Reggiani*. Council members *David Allison* and *James Burton* were present via teleconference. Also present were City Manager *Randy Robertson* and City Clerk *Susan Bourgeois*.

C. APPROVAL OF AGENDA

M/Reggiani S/Joyce to approve the agenda.

With no objection the agenda was approved.

D. DISCLOSURES OF CONFLICTS OF INTEREST - none

E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Comments regarding agenda item - none

F. UNFINISHED BUSINESS

2. Contract approval with Arctic Information Technology for Total Care managed information technology services

M/Joyce S/Cheshier to direct the City Manager to enter into a contract with Arctic IT, to provide TotalCare managed services and associated work for an annual sum of Eighty Six Thousand Dollars and no cents (\$86,000).

Joyce said this had come up at the last Council meeting but was referred to staff to get a little more clarity on a couple of items in the contract. *Mayor Kacsh* had mentioned that the answers to those questions had been sent to Council members. *Bradford* said he had some concerns with some of the answers they had received. He wanted to know why we were sole-sourcing without an RFP. He said the answer given was that we had a longstanding relationship with them. *Bradford* cited Code (5.12.150) saying that to award a sole source we had to pass a resolution – not just direct the Manager. *Reggiani* said he gravitates toward process. This is a multi-year contract that is valued at \$160 - \$170 thousand; last year's contract was just shy of \$100 thousand. He opined that it was prudent to stick within our code and it is prudent to see this go out to an RFP. *Reggiani* went on to say that maybe a stop-gap month-to-month contract was an option since this seems to be a "time is of the essence" scenario. *Joyce* said he saw the benefit as a cost savings on the longer term vs. month-to-month. Certainly, he believes, the direction was to go out for an RFP before the new building move-in. *Mayor Kacsh* said we are in a contract, this just gives us a better deal. *Carpenter* said she is ok with this; if we need a resolution to follow our code, then that's ok too. *Cheshier* said he has no expertise in this field; he doesn't know any of the competition; he has to rely on staff for this. *Allison* said he is ok with this contract; he doesn't think we'll get many responses to an RFP. He opined we need to continue on with these guys until we get something else in place; we need IT services and IT is not cheap. *Allison* also wished that people with these concerns would have expressed them at budget time and not now; we were told this was coming, we budgeted for it. *Burton* agreed with *Allison* on the frustration concerns regarding wishing these questions had come up sooner. *Joyce* said he would withdraw his motion if the second agreed; *Cheshier* agreed and the motion to approve the contract was withdrawn.

M/Joyce S/Burton to continue with Arctic IT on a month to month basis.

Reggiani said if he were to make a motion he would refer to staff and they could decide what's best to bring back to Council. Like he mentioned earlier, he'd be in favor of an RFP.

Joyce said he would withdraw if the second agrees; *Burton* agrees.

M/Carpenter S/Reggiani to direct staff to bring a contract with Arctic IT to the next Council meeting as a sole source contract for FY 2014.

Jen Prowell of Arctic IT was on the phone for this meeting and she expressed to Council that Arctic IT would be willing to do a one year contract at the same rate from 1/1/14 through 12/31/14 – i.e. they were willing to honor the reduced rate. *Robertson* also asked if Arctic could wait two more weeks so Council could handle this at their next regular meeting on February 5, 2014. *Prowell* agreed to that, she said Arctic would continue as they always have to support the City because the City followed through on its promised infrastructure upgrades.

Vote on motion: 7 yeas, 0 nays. Burton-yes; Joyce-yes; Cheshier-yes; Bradford-yes; Carpenter-yes; Reggiani-yes and Allison-yes. Motion passes.

G. EXECUTIVE SESSION - this was not necessary

H. AUDIENCE PARTICIPATION - none

I. COUNCIL COMMENTS

Carpenter thanked *Jen Prowell* for being present today at the meeting.

Bradford thanked staff for getting the answers to the questions he asked.

Joyce said he knows we have gone through this with Arctic IT, they are a longtime supporter and vendor for the City and this is nothing really that's new but if there's a process that has to be followed then we'll do that.

J. ADJOURNMENT

M/Joyce S/Bradford to adjourn.

Hearing no objection, the meeting was adjourned at 12:47 pm.

Approved: August 6, 2014

Attest: _____
Susan Bourgeois, CMC, City Clerk

**CITY COUNCIL SPECIAL MEETING
FEBRUARY 07, 2014 IMMEDIATELY FOLLOWING THE RECESSED
REGULAR MEETING FROM 2/5/14 @ NOON FEBRUARY 7, 2014
CITY HALL CONFERENCE ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kacsh called the Council Special Meeting to order at 12:45 pm on February 7, 2014 in the City Hall Conference Room.

B. ROLL CALL

Present for roll call were *Mayor James Kacsh* and Council members *Kristen Carpenter*, *Tim Joyce*, *Bret Bradford*, *EJ Cheshier* and *David Reggiani*. Council member *James Burton* was present via teleconference. Council member *David Allison* was absent. Also present were City Manager *Randy Robertson* and City Clerk *Susan Bourgeois*.

C. APPROVAL OF AGENDA

M/Joyce S/Reggiani to approve the agenda.

Vote on motion: 6 yeas, 0 nays, 1 absent (Allison). Motion passes.

D. DISCLOSURES OF CONFLICTS OF INTEREST - none

E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Comments regarding agenda item - none

F. UNFINISHED BUSINESS

2. Council review of letter to ARRT regarding changes to oil dispersant guidelines

Carpenter said that she had responded to the Manager's first version asking if we could specifically say that the City of Cordova is opposed to the use of dispersants. *Robertson* said he did put that specifically in there. *Joyce* says this works for him he has no objection.

M/Joyce S/Bradford to approve the second version of the letter, including *Carpenter's* statement.

Burton asked for a quick run-down. He was fearful of having a blanket disapproval of dispersant use; he apologized for missing the meeting the other night where this was explained. *Joyce* said that the RCAC representative that was present at the Council meeting said that the EPA has come down with this guideline that would eliminate dispersant use in PWS and in any area within 24 miles of shore. Then there was a further out area where dispersants could be used if pre-authorized, like 24 miles to 100 miles offshore. *Carpenter* said that some of the information presented helped explain that the use of dispersants in some conditions, made the oil and the dispersants more bio-available for uptake by plankton and other organisms in the food chain. He also said that the science doesn't support the use of dispersants in cool less salty water, like PWS is; they work better in warmer more saline conditions. *Cheshier* said his position is exactly what *Carpenter* just expressed; if our watchdog group opposes the use at all, then I'm buying in and going with their opinion.

Vote on motion: 6 yeas, 0 nays, 1 absent (Allison). Motion passes.

G. AUDIENCE PARTICIPATION - none

H. COUNCIL COMMENTS

Cheshier said good lunch.

J. ADJOURNMENT

M/Reggiani S/Bradford to adjourn. Hearing no objection, the meeting was adjourned at 12:56 pm.

Approved: August 6, 2014

Attest: _____

Susan Bourgeois, CMC, City Clerk

**CITY COUNCIL REGULAR MEETING
JULY 16, 2014 @ 7:00 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kacsh called the Council Regular Meeting to order at 7:00 pm on July 16, 2014, in the Library Meeting Room.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Kacsh led the audience in the Pledge of Allegiance.

C. ROLL CALL

Present for roll call were *Mayor James Kacsh* and Council members *Kristin Carpenter, Tim Joyce, Tom Bailer, Dave Reggiani* and *James Burton*. Council members *EJ Cheshier* and *Bret Bradford* were absent. Also present were City Manager *Randy Robertson* and City Clerk *Susan Bourgeois*.

D. APPROVAL OF REGULAR AGENDA

M/Reggiani S/Joyce to approve the Regular Agenda.

M/Joyce S/Carpenter to amend the agenda by moving item 17 to item 10a so that the community members that were present would be able to see the action taken on item 11.

Vote on motion to amend: 5 yeas, 0 nays, 2 absent (Bradford, Cheshier). Motion passes.

Vote on main motion: 5 yeas, 0 nays, 2 absent (Bradford, Cheshier). Motion passes.

E. DISCLOSURES OF CONFLICTS OF INTEREST

Bailer said there is a possible conflict with him on agenda item 12a. He said if the Council opts to put it out for proposals, it might be something he puts in a proposal on. *Mayor Kacsh* agreed and asked him to recuse himself from that agenda item.

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speaker - none
2. Audience comments regarding agenda items - none
3. Chairpersons and Representatives of Boards and Commissions - no reports were given

G. APPROVAL OF CONSENT CALENDAR

Mayor Kacsh informed Council that the consent calendar was before them.

4. Record excused absences for Cheshier and Burton from the July 2, 2014 Regular Meeting

Vote on Consent Calendar: 5 yeas, 0 nays, 2 absent (Bradford, Cheshier). Burton-yes; Joyce-yes; Carpenter-yes; Reggiani-yes and Bailer-yes. Consent Calendar was approved.

H. APPROVAL OF MINUTES

M/Joyce S/Burton to approve the Minutes.

Joyce offered an edit due to a typo for the Clerk on page 3 of the June 4 minutes.

5. Regular Meeting Minutes 06-04-14

6. Public Hearing Minutes 07-02-14

7. Regular Meeting Minutes 07-02-14

Vote on motion: 5 yeas, 0 nays, 2 absent (Bradford, Cheshier). Motion passes.

I. CONSIDERATION OF BIDS

J. REPORTS OF OFFICERS

8. Mayor's Report – *Mayor Kacsh* said it is wonderful to see so many people excited about the Cordova Center and moving the project along.

9. Manager's Report – *Robertson* said there had been a "Roberts Rules" class given by *Ms. Wells* a few weeks back which was very well attended and he has heard interest in other future such trainings for Boards and

Commissions, etc. Yesterday there was a “leadership” class and he invited several other organizations to that. **Mattson** has said that they (sate DoT) will be beginning work on lighting at the intersection by the High School. They are making some good progress at CCMC, he has suggested they come and report here, to Council, so that you are kept up on goings on more than quarterly. He handed out a draft quarterly City newsletter – **Ms. Cloward** has been the action officer on this – he offered it to Council to give any input they might have.

- a. **Brandon Dahl**, refuse transfer site report. A brief presentation was offered that presented some pros and cons for keeping the transfer site at its present location or relocating it elsewhere or doing away with it altogether.
- b. MOU with Cordova Electric Cooperative in re Crater Lake
- c. **Rich Rogers/Malvin Fajardo**, City water supply update – **Rogers** said he had a 2 minute update; said the flow rate has been good the past couple of days, comparable to last year at this time, 3300 gallons per minute, about 4.8 or 5 million gallons per day. Right now we are running zero Eyak Lake pumps as of 9 am yesterday morning. From July 2 – 15 we did operate one or two pumps per day. This is the first July ever except for an emergency situation 20+ years ago when Ocean Beauty broke a big line that a pump has had to run from the Lake; never has a pump run in June, July or August. It is customary in April but never in June, July or August. A gradually increase in usage, economies of usage in the plants and a gradual decrease in snow and rain is causing this. If our three creeks dry up, then we will get filtered lake water which comes through 3 pumps at 300 gallons per minute per pump which is 1200 gallons per minute total. With current flow rate at 3300 to 3600 per minute if we drop down to 1200, there will be a noticeable effect for everyone. Trident North has a 30 – 40 thousand gallon salt water storage tank that they are using for processing – which is really helpful and Ocean Beauty is down almost 40% this year vs. last year at the same time. Murchison tank is 15 years old and we have done nothing as far as expansion since then. He also mentioned the MOU with CEC regarding exploring a water source at Crater Lake. **Joyce** said that the MOU was in tonight’s packet for information but he’d like to see it back for Council action to approve at an upcoming meeting.

Robertson asked if there were any questions and **Bailer** asked for a Whitshed Road update.

Robertson said in speaking with **Robbie Mattson** of DoT, they are supposed to let the contract at the last of this month and he foresees it being done this calendar year...this building year.

Council member **Cheshier** arrived via teleconference at 7:39 pm.

10. City Clerk’s Report - Bourgeois said she had a written report in the packet and had nothing additional for Council, but could answer questions.

Q. EXECUTIVE SESSION

M/Reggiani S/Joyce to take a five minute recess. With no objection the meeting was recessed at 7:48 pm and reconvened at 7:52 pm.

10a. (17.) Cordova Center - attorney updates

M/Joyce S/Burton to go into an executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect on the finances of the government specifically Cordova Center.

Vote on motion: 6 yeas, 0 nays, 2 absent (Burton). Motion passes.

Council entered the executive session at 7:53 pm and reconvened the regular meeting at 9:09 pm. **Cheshier** was present for parts of the executive session via teleconference, then he was absent toward the end and for the rest of the meeting due to a poor cell phone connection.

K. CORRESPONDENCE

L. ORDINANCES AND RESOLUTIONS

11. Substitute Resolution 07-14-27

A resolution of the City Council of the City of Cordova, Alaska, adopting a Cordova Center phase II project budget as summarized pursuant to the following table

M/Joyce S/Carpenter to approve Substitute Resolution 07-14-27

A resolution of the City Council of the City of Cordova, Alaska, adopting a Cordova Center phase II project budget as summarized pursuant to the following table, which is on page 20 of the packet.

Joyce said it would be prudent to adopt this budget knowing that there will be opportunity to amend this budget at a future date if things change. **Reggiani** said he is in favor of this budget, he said it serves several purposes. He said for clarification it would be easier for the readers of this and the fundraisers if they were aware of the secured and anticipated nature of the revenues so far.

M/Reggiani S/Burton to amend the resolution by adding the word “**secured**” to the left of the first two revenue sources for phase 2 (i.e. EVOS Trustee Council and DCCED) and the word “**anticipated**” to the left of the next two revenue sources (i.e. Capital Campaign and City of Cordova).

Reggiani said should additional grants come from the state and/or the EVOSTC, then we will be aware of what’s there and what’s anticipated.

Vote on motion to amend: 5 yeas, 0 nays, 2 absent (Bradford, Cheshier). Motion passes.

Bailer asked about whether there is money included in this budget to pay for a project manager. The response was, yes there is.

Vote on main motion: 5 yeas, 0 nays, 2 absent (Cheshier, Burton). Joyce-yes; Bailer-yes; Burton-yes; Reggiani-yes and Carpenter-yes. Motion passes.

M. UNFINISHED BUSINESS

12. Council member designation to Boards and Commissions

a. Harbor Commission (may be 2 motions)

M/Joyce S/Reggiani to designate Council member **Burton** to serve on the Harbor Commission for a term of three years commencing immediately and ending November 2015 and to extend all Harbor Commission terms of office from January of the year until the end of November of the same year or as follows:

Beedle change to end date of November 30, 2017

LoForte change to end date of November 30, 2016

Wiese change to end date of November 30, 2017

Jones change to end date of November 30, 2016

Vote on motion: 5 yeas, 0 nays, 2 absent (Bradford, Cheshier). Motion passes.

b. Parks and Recreation Commission

M/Reggiani S/Joyce to direct the City Clerk to advertise three vacancies on the **Parks and Recreation Commission** for terms to commence immediately, one ending November 2014 and two ending November 2015.

Mayor Kacsh asked Council to assist in getting the word out and helping to fill these vacancies.

Vote on motion: 5 yeas, 0 nays, 2 absent (Bradford, Cheshier). Motion passes.

c. Planning and Zoning Commission

M/Joyce S/Carpenter to designate Council member **Bailer** to serve on the Planning and Zoning Commission for a term to commence immediately and end November 2017.

It was determined that **Bailer** had already been appointed to a P&Z seat before he was on Council so he could continue in that seat until the end of that term which was November 2016. **Mayor Kacsh** said that presently what Council can do is either appoint a different Council member to a three year term on P&Z or direct the Clerk to advertise a vacancy. **Reggiani** disagreed and opined that there was no vacancy. City Clerk **Bourgeois** said that it was **Reggiani’s** seat that was the vacancy as he had been appointed to a one year term previous to the adoption of this new ordinance. **Reggiani’s** opinion was that he had been appointed to a three year term. **Joyce** agreed that the old ordinance was vague on whether or not previous Council representative appointments had been for one year terms or three year terms which is part of why we clarified it in the adoption of this new ordinance. **Joyce** said that with adoption of the ordinance those terms went to three year terms. **Bourgeois** respectfully disagreed and said ordinances do not work retroactively that way. The motion putting **Mr.**

Reggiani on P&Z was specifically putting him on to serve one year so she continued to believe that his term had expired and that now there was a vacancy on P&Z.

Motion withdrawn with agreement by the second. Council moved on believing that there was no action required at this time.

N. NEW & MISCELLANEOUS BUSINESS

12a. Council disposal of City Lot – Council Member **Bailer** stepped away from the Council table due to his declared conflict of interest.

M/Reggiani S/Joyce to direct the City Manager to dispose of Lot 4A, Block 5, North Fill Development Park Addition No. 2 by requesting sealed proposals to lease or purchase the property.

Reggiani said this has been reviewed by P&Z commission and staff has recommended relocating the impound lot. **Burton** said there was a lengthy discussion at a Council meeting not long ago that revolved around not disposing any lots until we had the performance deed of trust issue worked out. **Joyce** said he agreed with **Burton** but he feels like we can go ahead and sell and then part of the negotiation with the City Manager would be to ensure a good performance deed of trust, etc. **Reggiani** agreed with **Joyce**, this step just starts the process, we are not selling it yet. We are just soliciting proposals; maybe one will be selected maybe none will be selected. **Mayor Kacsh** asked if we have another impound lot selected. **Robertson** said that if they put it up for sale, wind up selling it, staff will find another place. **Burton** reiterated that we don't have a lot of land available and lately we seem quick to get rid of lots. **Joyce** said he is in favor of putting it out there to see what proposals come in, knowing that we can say no.

Vote on motion: 3 yeas (1 yea was Carpenter abstaining which gets recorded as a yes vote), 1 nay (Burton), 1 conflict of interest (Bailer), 2 absent (Bradford, Cheshier). Motion passes.

13. Draft ordinance regarding raw fish tax – discussion

Joyce said what is nice about this is that 65-70% of the fishing fleet does not live here year round. However, they use the roads, the library, the swimming pool, etc. and they are extracting a resource from here and not leaving enough money behind. This is a way to tap into some non-local people that utilize services for some revenue. **Joyce** said we could use this tool and offset property taxes with this. **Mayor Kacsh** mentioned the downsides – Cordova is not the only place to process fish. Might we drive business to other towns? **Burton** said CDFU sent Council an email and initial response is negative from the fishermen. **City Attorney Holly Wells** commented that Cordova is in a unique situation being a home rule City – we would not have to take this to a vote of the people. **Bailer** would like to know what the numbers would be. What kind of offset to property taxes might we be able to accomplish. After some discussion, Council opted to send this idea to the Fisheries Advisory Committee to get some feedback from fishermen and those in the fish industry. **Carpenter** mentioned that at the Committee level it would be nice to have like a 411 fact sheet on other communities and what they have in place for a fish tax (i.e. rates and revenues over the past 5-8 years or so). **Burton** said if this is an offset of property tax for locals, then that needs to be made clear, because if not it's just another tax on fishermen, that will be tough. **Bourgeois** was directed to get with **Torie Baker** the Fisheries Advisory Committee Chair to give her some of this information and ask her to convene the committee for a recommendation to Council.

14. City Code on sales tax exemptions – discussion

The discussion revolved around changing the single purchase exemption cap from \$2500 to a higher dollar amount.

15. Pending Agenda and Calendar

Council concurred that the Fisheries Advisory Committee should be tasked with looking at a raw fish tax, getting industry opinions/recommendations, etc.

MOU with CEC will come before Council on August 6.

Council hoped an agreement with the Alaska Community Foundation would come before them by the September 3 meeting.

Council hoped for an ordinance change regarding property disposal, i.e. the differences between a lease renewal and initiating a lease 5.40.303 (C).

O. AUDIENCE PARTICIPATION

Sylvia Lange said she thinks it's terrific that Council is looking at different revenue sources. She thinks we don't manage this fishery resource well as far as revenue to the City. She believes in business and treating people fairly and taxes must be fair. She said 12% room tax and Council thinks they are taxing tourists but they are not, they are taxing the hotel owner because she cannot raise rates to justify being higher than Valdez, etc. She said the tourism industry in Cordova doesn't really exist; at the most 25% of her revenue comes from tourists. Tax code here, she said is super lopsided. She said the raw fish tax won't come from the fishermen it will come from the processors, she said it won't go down the chain it will go up the chain and it's just a cost of doing business. As far as tax exemptions, she sees the abuse and it's an honor system that is being taken advantage of – the City is losing. She suggests all sales taxes paid up front and then come in for reimbursement with receipts at end of the year. She said she has never been audited.

P. COUNCIL COMMENTS

16. Council Comments

Carpenter mentioned the Copper River Wild Salmon festival this weekend, salmon runs, live music, etc. Hope everyone comes out to celebrate. She wanted to explain why she abstained on the land disposal vote: she didn't want to disrespect the P&Z commission, they thought about it and that's what we ask them to do, but also she didn't want people to waste their time proposing if we weren't certain about selling it at all. She also said that the City Manager mentioned training opportunities and she just wanted to put a plug in for doing those in the winter next time, if possible, as that's when maybe more could attend.

Bailer said he didn't discuss or vote on the impound lot but he would have voted no to ensure we keep an impound lot. Also, he will be really happy when we get a full-time project manager on this thing.

Burton he said he has a few ideas regarding the raw fish tax; he thanked those who stuck around while they were in the first executive session.

M/Joyce S/Bailer to recess the meeting before the executive session. With no objection the meeting was recessed from 10:18 pm until 10:25 pm.

Q. EXECUTIVE SESSION

M/Joyce S/Bailer to go into an executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect on the finances of the government, specifically, Cordova Center attorney updates and attorney update regarding PWSSC disposal negotiation.

Vote on motion: 5 yeas, 0 nays, 2 absent (Bradford, Cheshier). Motion passes.

Council entered the executive session at 10:26 pm and reconvened the regular meeting at 11:09 pm.

16. Cordova Center – Attorney updates

17. Attorney update regarding PWSSC disposal negotiation

R. ADJOURNMENT

M/Bailer S/Burton to adjourn. Hearing no objections the meeting was adjourned at 11:09 pm.

Approved: August 06, 2014

Attest: _____
Susan Bourgeois, CMC, City Clerk

MEMO, City of Cordova

To: Mayor and City Council

Through: Randy Robertson, City Manager

From: Jon K. Stavig, Finance Director

Date: 23 July 2014

RE: Collection Agency

Historically, the City of Cordova has used a collection agency to assist in the collection of problematic/delinquent accounts. I've located documentation of at least a couple of firms the City has used in the past with varying degrees of success.

It is probably time to make that change again. I done some research and have found a firm that can take on these accounts that the City has deemed "uncollectable". We have several accounts throughout the City, utilities, and business tax in the Finance department, citations in the Police department and various charges in the Harbor. All these areas would benefit from a company that could provide a level of expertise needed.

The firm that I have located is Merchant Credit Association out of Bellevue, WA. They serve the greater Northwest including Alaska. They have a strong client list of both in State and out of State client. The City's Counsel has even heard of favorable comments.

Enclosed you will find an introductory letter and agreement which will the City will need to execute. As is with most collection companies, they do not get paid unless they perform. Their agreement calls for a 30% take on funds collected, timely reporting, and computer account access.

The agreement can be terminated with 90 day notice.

Would like Council concurrence to proceed.

Respectfully submitted,

Jon K Stavig, Finance Director

City of Cordova
Attn: Jon K. Stavig
PO Box 1210
Cordova, AK 99574

Dear Jon:

Thank you for taking time out of your day to speak with me about your receivables. Finding a collection agency that fits the needs of your business can be a challenge. At Merchants Credit Association we believe we are an extension of your team.

Merchants Credit Association has an advantage. Founded in 1937, we are proud to be celebrating over 77 years of excellence. Merchants Credit Association is more than the standard- we are the exception. Our "Firm but Fair" approach to collections proves we are dedicated to achieving results. Merchants Credit Association's greatest asset is our people. We have an experienced staff who take the time to work with our clients and consumers exercising care and efficiency using state of the art payment processing, account monitoring and account listing methods which have proven they can save you time. Additionally, you no longer have to call your agency to see what is going on with your account it will be right there at your fingertips with our Client Access Web- 24 hours a day. For more information please visit www.merchantscredit.com. Please take a moment to visit our website and log on to view the demo. Simply type "demo" under Client ID and User Name. The password is 1234.

Please do not hesitate contact me anytime you have collection questions or want to list accounts. We look forward to the possibility of working with you.

Sincerely,



Richard L. Nystrom
425-643-2613 ext 226
425-351-1208 cell
www.merchantscredit.com

Your Key to Professional Collection Services Since 1937

www.merchantscredit.com

2245 152nd Avenue NE ~ Redmond, Washington 98052 / (800) 755-1107

Medical / Hospital / Dental / Healthcare / Professional / Municipalities / Retail / Commercial

COLLECTION SERVICES AGREEMENT

THIS AGREEMENT is made and entered, by and between City of Cordova ("Client") and Merchants Credit Corporation ("MCA"), a duly licensed and bonded collection agency, and a Washington for Profit Corporation.

1. Client contracts and engages MCA to perform collection work and furnish the equipment, labor and materials necessary to perform collection activities on those unpaid accounts that are assigned to MCA by the Client.
2. Collection services shall be provided as directed in the following:
 - A. Client will prepare collection accounts and submit via MCA's secured website, FTP secured site, or in the alternative, Client will prepare collection documents and submit them to MCA for computer input. In accordance with the Fair Credit Reporting Act, Client warrants that debts have been reviewed, balances reported are correct and all disputes of debtors have been reported to agency prior to the transfer of the debt. It is the obligation of the Client to provide any information it has regarding bankruptcy, death, divorce or other defenses which may prohibit, delay or impact the collection of the debt.
 - B. MCA will provide an acknowledgment showing name of debtor and balance of account as confirmation of receipt of accounts assigned by Client.
 - C. MCA shall mail collection notices as well as make direct contacts by trained staff in accordance with State and Federal collection laws.
 - D. MCA will not institute legal actions on debts without first receiving Client's written authorization to do so. Costs and attorney's fees incurred by MCA in litigation will be recovered from first monies collected by MCA prior to remitting to Client so that MCA's out of pocket expenses will be resolved first. In the event Client cancels an account with written authorization to pursue legal action, Client agrees to immediately repay all monies advanced as court costs and fees as paid by MCA.

Your Key to Professional Collection Services Since 1937

www.merchantscredit.com

2245 152nd Avenue NE ~ Redmond, Washington 98052 / (800) 755-1107

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- E. MCA shall pay amounts received on Client's accounts by the 15th of each month for collections made the preceding month. Remittance checks will be accompanied by a monthly activity statement showing debtor name, account number, amount paid and balance remaining.
 - F. Upon request of Client, MCA shall make available an inventory report which identifies all accounts currently assigned to MCA. Should additional reports be necessary, MCA will work with due diligence to provide additional reports to the Client upon receipt of such a request.
 - G. Each party to this agreement shall identify no less than two (2) contact persons within their respective offices who are familiar with and authorized to discuss and compromise Client's assigned accounts.
 - H. Accounts listed to MCA for a minimum of sixty (60) days shall be reported to a minimum of one major credit-reporting agency by MCA.
3. For the performance of the work described in and required by this agreement, MCA shall be entitled to a fee based upon the percentage of monies collected for Client based on the phase of activity and/or account type as follows:

- **OPEN ACCOUNTS 30%**
- **ACCOUNTS WHERE LEGAL ACTION HAS COMMENCED 50%**
- **ACCOUNTS NEEDING TO BE FORWARDED TO AN OUTSIDE ACA AFFILIATED AGENCY 50%**

4. All accounts placed with MCA are covered by MCA's respective state license and bond. MCA maintains professional liability insurance coverage. MCA is solely responsible for the employment, acts, omissions, control and direction of its employees. MCA shall defend, indemnify Client against any claims, demands, or causes of action that may be asserted as a direct result of collection activity by MCA. Each party will be responsible for claims by any third party against the other based on the direct actions of that party, its employees or agents, including the responsibility to hold the other harmless against any resulting judgment. Client agrees to defend and indemnify MCA for any acts, omissions, claims, demands, or causes of action that might be asserted for the direct actions of Client or their employees.
5. MCA shall keep in force its license and bond, and shall otherwise be in compliance with all State and Federal laws governing collection agencies.

6. MCA will add interest to accounts placed for collection at the rate allowable by law. Interest will be retained by MCA.
7. Termination: This agreement may be terminated by either party on a 90 day notice in writing to the other or otherwise as they may mutually agree, except those accounts assigned as follows:
 - A. All accounts on which payments are in process, or on which a schedule of payments has been arranged;
 - B. All accounts upon which legal action has been referred, a suit has been brought, or a Judgment has been obtained, such account shall remain with MCA, and;
 - C. Any retained accounts shall be clearly identified.
8. In October, 2008, this agency adopted a formal identity Theft Policy to clarify its previous informal policies and to comply with 16 C.F.R. Part 681 ('Red Flag Rules") to the extent that the provisions of such are applicable to the accounts assigned to this agency.
9. This agreement is entered into in King County, State of Washington. Venue for any dispute hereunder shall lie in King County Superior Court. In the event that it should become necessary to involve the services of an attorney regarding any dispute hereunder, the prevailing party shall be entitled to recover the reasonable costs of attorney and court costs. The parties agree that this agreement shall be construed pursuant to the laws of the State of Washington, exclusively.
10. THIS AGREEMENT IS THE ENTIRE agreement of the parties and shall not be modified except by a written agreement signed by each party, and affixed hereto as an amendment to this original agreement. Attachment "A", HIPAA BUSINESS ASSOCIATE AGREEMENT, ☐ is ☒ is not incorporated herein and made a part of this agreement and is marked as attachment "A".

MERCHANTS CREDIT CORPORATION

CITY OF CORDOVA

A Washington Corporation

By: _____
David W. Quigley,
President

By: _____
Jon K. Stavig
Finance Director

Dated: _____

Dated: _____



UBS Financial Services Inc.

3000 A Street, Suite 100
Anchorage, Alaska 99503

Buck Adams, CFP®, CIMA®, ChFC®
Senior Vice President – Investments
Senior Managed Accounts Consultant
buck.adams@ubs.com
Direct: (907) 261-5944

July 7, 2014

City Council Members and Staff
City of Cordova, Alaska
602 Railroad Avenue
Cordova, Alaska 99574

Dear Council Members and Staff,

The City of Cordova had a total of **\$12,719,742** (including accrued interest), on deposit with UBS, distributed among six funded accounts as of June 30, 2014. Four of these accounts are under active investment management utilizing the UBS Portfolio Management Program (three within the Permanent Fund portfolio and one in Central Treasury). Both the Permanent Fund and Central Treasury also have an additional account primarily used for cash management purposes.

We are pleased to report that, since we first opened accounts for the city during the last quarter of 2009, Cordova's portfolio has net growth in excess of **\$2,200,000** in dividends/ interest and investment gains.

Cordova's consolidated portfolio experienced positive returns in the first two quarters of this year. The primary drivers of portfolio performance, a positive 3.65%, came from strong equity returns on the holdings in the Permanent Fund accounts, as well as the stabilization in bond prices in both the Central Treasury and Permanent Fund portfolios.

2014 Year to date net returns:

- **Permanent Fund YTD net return = +4.00%**
- **Central Treasury YTD net return = +2.28%,**
- **Consolidated accounts YTD net returns = +3.65%.**

The current balance on the Securities Based Lending credit line = \$0 (as of June 30, 2014).

The first half of the year has been marked by continued strength in the US equity markets. Under the leadership of Janet Yellen, the Fed continues to infer that it anticipates keeping the current easy monetary policy in place for the time being, which has served to placate the equity and bond markets. Despite a much larger than expected drop in US first quarter growth and the expanding conflicts in the Ukraine and the Middle East, the domestic equity market indexes continued to move higher, riding on the wave of an easy Fed policy. None-the-less, the old saying "Trees don't grow to the sky" applies to all markets as well. With that in mind, we continue to monitor the equity and fixed income markets closely. The re-positioning of accounts that we initiated during the last quarter of 2013 continues to have been beneficial to overall performance, as well as providing the potential to be defensive when market conditions change.

In addition to three quarterly performance reports, I have attached a color copy of a spreadsheet, which outlines the combined allocations for the actively managed Permanent Fund and Central Treasury accounts. Also attached is the July issue of the UBS House View research piece, which gives a macro overview of current UBS research. As always, thank you for the opportunity to assist Cordova.

Sincerely,

Buck Adams, CFP®, CIMA®, ChFC®
UBS Financial Services Inc. is a subsidiary of UBS AG



Branch office:
3000 "a" Street
Suite 100
Anchorage, AK 995034040

Financial Advisor:
KEYSTONE WEALTH MANAGEMENT
GRO
9072615900

UBS Client Review

as of July 3, 2014

Prepared for

City of Cordova - Total

Accounts included in this review

^ performance and account start dates differ (see disclosures)

Account	Name	Type
UC 03542 ^	• CT	• Basic Investment Account - Business
UC 03543	• BSA - Cash	• Business Service Account
UC 03544	• Mkt. Linked CD	• Business Service Account
UC 03545 ^	• Tact. Inc. Bldr	• Portfolio Management Program
UC 03546	• Global Income	• Portfolio Management Program
UC 04046	• Quality Income	• Portfolio Management Program
UC 04047 ^	• PF	• Basic Investment Account - Business
UC 05458	• Aurora	• Portfolio Management Program

What's inside

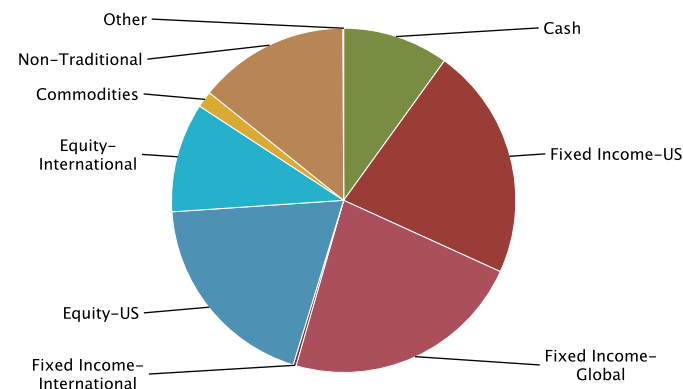
Asset allocation summary.	2
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Sources of portfolio value.	4
Performance by account.	5
Important information about this report.	7

Asset allocation summary

as of July 03, 2014

	Market value (\$)	% of portfolio
Cash	1,268,673.27	9.95
Cash	1,268,673.27	9.95
Fixed Income	5,708,083.75	44.79
US	2,783,781.94	21.84
Global	2,888,706.95	22.67
International	35,594.86	0.28
Equity	3,756,340.48	29.47
US	2,446,168.70	19.19
International	1,310,171.78	10.28
Commodities	195,832.42	1.54
Commodities	195,832.42	1.54
Non-Traditional	1,808,295.84	14.19
Non-Traditional	1,808,295.84	14.19
Other	7,813.09	0.06
Other	7,813.09	0.06
Total Portfolio	\$12,745,038.86	100%

Balanced mutual funds represented in multiple asset classes based on Morningstar allocations



Expected cash flow

from 08/01/2014 to 07/31/2015

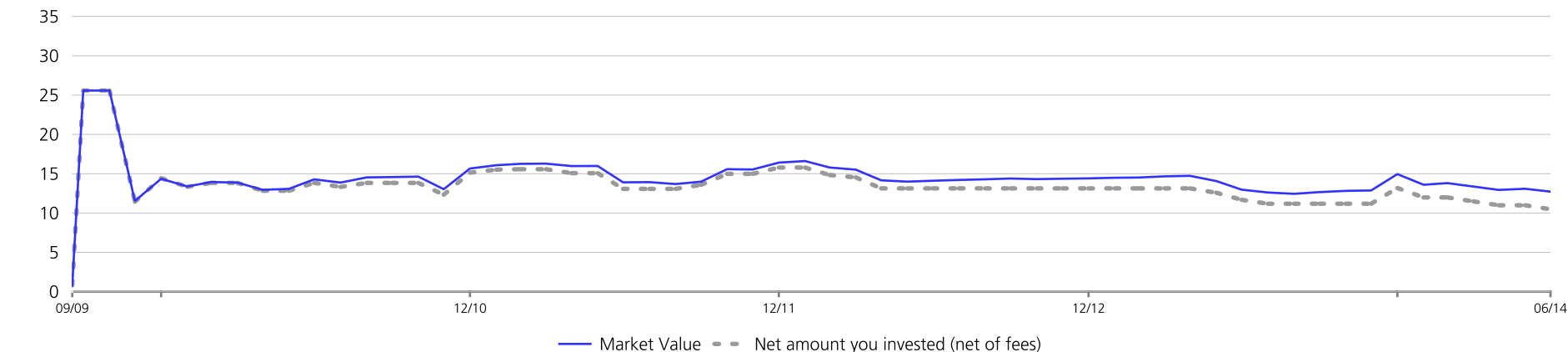
Summary of expected cash flows

	2014					2015							
	August	September	October	November	December	January	February	March	April	May	June	July	Total (\$)
Total Portfolio	20,725	35,713	21,108	20,725	39,532	23,814	20,725	35,713	21,742	20,725	38,617	23,814	322,953
Taxable	20,725	35,713	21,108	20,725	39,532	23,814	20,725	35,713	21,742	20,725	38,617	23,814	322,953
Taxable U.S. income	20,221	35,349	20,678	20,221	39,167	23,679	20,221	35,349	20,678	20,221	38,252	23,679	
Dividends	20,221	35,349	20,678	20,221	39,167	23,679	20,221	35,349	20,678	20,221	38,252	23,679	317,717
Taxable non-U.S. income	504	364	430	504	364	135	504	364	1,064	504	364	135	
Dividends	504	364	430	504	364	135	504	364	1,064	504	364	135	5,236

Sources of portfolio value

as of June 30, 2014

\$ Millions



	2009 09/17/2009 to 12/31/2009	2010 12/31/2009 to 12/31/2010	2011 12/31/2010 to 12/31/2011	2012 12/31/2011 to 12/31/2012	2013 12/31/2012 to 12/31/2013	2014 12/31/2013 to 06/30/2014
Opening value	800,000.00	14,354,842.95	15,657,354.56	16,409,037.55	14,405,260.91	14,949,257.80
Net deposits/withdrawals	13,624,457.12	641,806.07	579,855.70	-2,730,972.99	-38,224.50	-2,745,446.29
Div./interest income	-18,583.75	303,076.86	282,001.95	277,089.58	324,494.69	186,439.13
Change in accr. interest	51,733.52	-15,802.76	2,617.02	-3,756.80	-34,790.99	0.00
Change in value	-102,763.94	373,431.44	-112,791.69	453,863.57	292,517.68	329,491.38
Closing value	14,354,842.95	15,657,354.56	16,409,037.55	14,405,260.91	14,949,257.80	12,719,742.02
Net Time-weighted ROR	-0.83	4.43	0.34	4.32	3.61	3.65

Performance returns are annualized after 1 year. Net deposits and withdrawals include program and account fees.

Benchmarks - Annualized time-weighted returns

US Treasury Bill - 3 Mos	0.02	0.13	0.07	0.08	0.05	0.02
BC Govt/Credit - 1-3 Yr	0.53	2.80	1.59	1.26	0.64	0.56
HFRI FOF Diversified		5.48	-5.01	4.81	9.04	
HFRI Macro		8.06	-4.16	-0.06	-0.44	
MSCI Emerging Mkts Equity	7.56	16.36	-20.41	15.15	-4.98	4.80
S&P 500	5.25	15.06	2.11	16.00	32.39	7.14
DJ UBS Commodity Index	7.97	16.83	-13.32	-1.06	-9.52	7.08

Past performance does not guarantee future results and current performance may be lower/higher than past data presented.

Performance by account

as of June 30, 2014

Summary of performance by account

					Performance returns (annualized > 1 year)			
					MTD 05/31/2014 to 06/30/2014	QTD 03/31/2014 to 06/30/2014	YTD 12/31/2013 to 06/30/2014	ITD 09/17/2009 to 06/30/2014
UC	Account Name	Performance start date	Value on 06/30/2014 (\$)	% of portfolio				
UC 03542	CT•Basic Investment Account - Business Risk profile: Conservative Return objective: Current Income	Dec 05, 2013	0.00	0.00%	Net time-weighted	N/A	N/A	N/A
UC 03543	BSA - Cash•Business Service Account Risk profile: Conservative Return objective: Current Income	Sep 17, 2009	1,056,783.97	8.31%	Net time-weighted	0.00%	0.16%	-5.95%
UC 03544	Mkt. Linked CD•Business Service Account Risk profile: Conservative Return objective: Current Income	Sep 21, 2009	245,086.91	1.93%	Net time-weighted	0.10%	3.76%	-1.73%
UC 03545	Tact. Inc. Bldr•Portfolio Management Program•Keystone Wealth Management Risk profile: Moderate Return objective: Capital Appreciation	Nov 21, 2012	1,936,856.93	15.23%	Net time-weighted	2.28%	4.58%	19.08%
UC 03546	Global Income•Portfolio Management Program•Keystone Wealth Management Risk profile: Moderate Return objective: Capital Appreciation	Nov 05, 2009	7,023,209.49	55.22%	Net time-weighted	0.93%	2.89%	3.37%
UC 04046	Quality Income•Portfolio Management Program•Keystone Wealth Management Risk profile: Conservative Return objective: Current Income and Capital Appreciation	Feb 08, 2011	1,408,507.02	11.07%	Net time-weighted	0.29%	1.41%	3.49%
UC 04047	PF•Basic Investment Account - Business Risk profile: Moderate Return objective: Capital Appreciation	Dec 05, 2013	0.00	0.00%	Net time-weighted	N/A	N/A	N/A
UC 05458	Aurora•Portfolio Management Program•Keystone Wealth Management Risk profile: Aggressive/Speculative Return objective: Capital Appreciation	Oct 29, 2013	1,049,297.71	8.25%	Net time-weighted	2.14%	2.54%	4.93%
Total Portfolio		Sep 17, 2009	\$12,719,742.02	100%	Net time-weighted	1.05%	2.76%	3.65%

Past performance does not guarantee future results and current performance may be lower/higher than past data presented.

Performance by account - as of June 30, 2014 (continued)

	MTD 05/31/2014 to 06/30/2014	QTD 03/31/2014 to 06/30/2014	YTD 12/31/2013 to 06/30/2014	ITD 09/17/2009 to 06/30/2014
Benchmarks - Annualized time-weighted returns				
US Treasury Bill - 3 Mos	0.00%	0.01%	0.02%	0.08%
BC Govt/Credit - 1-3 Yr	-0.05%	0.33%	0.56%	1.54%
HFRI FOF Diversified	N/A	N/A	N/A	N/A
HFRI Macro	N/A	N/A	N/A	N/A
MSCI Emerging Mkts Equity	2.25%	5.64%	4.80%	2.82%
S&P 500	2.07%	5.23%	7.14%	16.00%
DJ UBS Commodity Index	0.60%	0.08%	7.08%	0.99%



Disclosures applicable to accounts at UBS Financial Services Inc.

This section contains important disclosures regarding the information and valuations presented here. This report presents information since December 31, 2002. This report does not include complete account activity or performance of your accounts before this date. All information presented is subject to change at any time and is provided only as of the date indicated. The information in this report is for informational purposes only and should not be relied upon as the basis of an investment or liquidation decision. UBS FS accounts statements and official tax documents are the only official record of your accounts and are not replaced, amended or superseded by any of the information presented in these reports.

UBS FS offers a number of investment advisory programs to clients, acting in our capacity as an investment adviser, including fee-based financial planning, discretionary account management, non-discretionary investment advisory programs, and advice on the selection of investment managers and mutual funds offered through our investment advisory programs. When we act as your investment adviser, we will have a written agreement with you expressly acknowledging our investment advisory relationship with you and describing our obligations to you. At the beginning of our advisory relationship, we will give you our Form ADV brochure(s) for the program(s) you selected that provides detailed information about, among other things, the advisory services we provide, our fees, our personnel, our other business activities and financial industry affiliations and conflicts between our interests and your interests.

Please review the report content carefully and contact your Financial Advisor with any questions.

The account listing may or may not include all of your accounts with UBS FS. The accounts included in this report are listed under the "Accounts included in this review" shown on the first page or listed at the top of each page.

Client Accounts: This report includes all assets in the accounts listed and may include eligible and ineligible assets in a fee-based program. Since ineligible assets are not considered fee-based program assets, the inclusion of such securities will distort the actual performance of your accounts and does not reflect the performance of your accounts in the fee-based program. **As a result, the performance reflected in this report can vary substantially from the individual account performance reflected in the performance reports provided to you as part of those programs.** For fee-based programs, fees are charged on the market value of eligible assets in the accounts and assessed quarterly in advance, prorated according to the number of calendar days in the billing period. When shown on a report, the risk profile and return objectives describe your overall goals for these accounts. For each account you maintain, you choose one return objective and a

primary risk profile. If you have questions regarding these objectives or wish to change them, please contact your Financial Advisor to update your accounts records.

Performance: This report presents accounts activity and performance starting 12/31/02. For accounts opened prior to 12/31/02, this report does not include the complete account activity or performance of your accounts prior to that date. For consolidated reports, the Performance Start Date will be the earliest performance start date of any of the individual accounts selected for the consolidation time period. If an individual account's performance information is not available for a full reporting time period (month to date, quarter to date, year to date or performance to date), the individual's net of fee time weighted return will not be displayed. For consolidated accounts that include different account Performance Start Dates, the consolidated Additions/Withdrawals, Income Earned and Investment Appreciation/ Depreciation will include all activity that occurred during the consolidated reporting time period. Accounts that hold or held insurance products will be reported on from the month end date of when insurance and annuity activity could be obtained from the carrier.

Time-weighted Returns (prior to 10/31/2010): The report displays a time weighted rate of return (TWR) that is calculated using the Modified Dietz Method. This calculation uses the beginning and ending portfolio values for the month and weighs each contribution/withdrawal based upon the day the cashflow occurred. Periods greater than one month are calculated by linking the monthly returns. The TWR gives equal weighting to every return regardless of amount of money invested, so it is an effective measure for returns on a fee based account. All periods shown which are greater than 12 months are annualized.

Time-weighted Returns (after 10/31/2010): The report displays a time weighted rate of return (TWR) that is calculated by dividing the portfolio's daily gain/loss by the previous day's closing market value. All cash flows are posted at end of day. The TWR gives equal weighting to every return regardless of amount of money invested, so it is an effective measure for returns on a fee based account. Periods greater than one day are calculated by linking the daily returns. All periods shown which are greater than 12 months are annualized.

Money-weighted returns: Money-weighted return (MWR) is a measure of the rate of return for an asset or portfolio of assets. It is calculated by finding the daily Internal Rate of Return (IRR) for the period and then compounding this return by the number of days in the period being measured. The MWR incorporates the size and timing of cash flows, so it is an effective measure returns on a portfolio.

Annualized Performance: All performance periods

greater than one year are calculated (unless otherwise stated) on an annualized basis, which represents the return on an investment multiplied or divided to give a comparable one year return.

Cumulative Performance: A cumulative return is the aggregate amount that an investment has gained or lost over time, independent of the period of time involved.

Net of Fees and Gross of Fees Performance:

Performance is presented on a "net of fees" and "gross of fees" basis, where indicated. Net returns do not reflect Program and wrap fees prior to 10/31/10 for accounts that are billed separately via invoice through a separate account billing arrangement. Gross returns do not reflect the deduction of fees, commissions or other charges. The payment of actual fees and expenses will reduce a client's return. The compound effect of such fees and expenses should be considered when reviewing returns. For example, the net effect of the deduction of fees on annualized performance, including the compounded effect over time, is determined by the relative size of the fee and the account's investment performance.

Benchmark/Major Indices: The past performance of an index is not a guarantee of future results. Any benchmark is shown for informational purposes only and relates to historical performance of market indices and not the performance of actual investments. The benchmark is not managed and does not reflect the deduction of any fees and expenses, which will lower results. Indices are not actively managed and investors cannot directly invest in indices. The portfolio's investment strategy is not restricted to securities in the benchmark. Further, there is no guarantee that an investor's account will meet or exceed the stated benchmark. Index performance information has been obtained from third parties deemed to be reliable. We have not independently verified this information, nor do we make any representations or warranties to the accuracy or completeness of this information.

Custom Time Periods: If represented on this report, the performance start date and the performance end date have been selected by your Financial Advisor in order to provide performance and account activity information for your account for the specified period of time only. As a result only a portion of your account's activity and performance information is presented in the performance report, and, therefore, presents a distorted representation of your account's activity and performance.

Net Deposits/Withdrawals: When shown on a report, this information represents the net value of all cash and securities contributions and withdrawals, program fees (including wrap fees) and other fees added to or subtracted from your accounts from the first day to the last day of the period. When fees are shown separately, net deposits / withdrawals does not include program

fees (including wrap fees). When investment return is displayed net deposits / withdrawals does not include program fees (including wrap fees). For security contributions and withdrawals, securities are calculated using the end of day UBS FS price on the day securities are delivered in or out of the accounts. Wrap fees will be included in this calculation except when paid via an invoice or through a separate accounts billing arrangement.

Dividends/Interest: Dividend and interest earned, when shown on a report, does not reflect your account's tax status or reporting requirements. Use only official tax reporting documents (i.e. 1099) for tax reporting purposes. The classification of private investment distributions can only be determined by referring to the official year-end tax-reporting document provided by the issuer.

Change in Accrued Interest: When shown on a report, this information represents the difference between the accrued interest at the beginning of the period from the accrued interest at the end of the period.

Change in Value: Represents the change in value of the portfolio during the reporting period, excluding additions/withdrawals, dividend and interest income earned and accrued interest.

Fees: Fees represented in this report include program and wrap fees. Program and wrap fees prior to October 1, 2010 for accounts that are billed separately via invoice through a separate account billing arrangement are not included in this report. Commissions are not included in the fees calculation.

Net of fees: When indicated, the information is shown net of fees and commission charges to your accounts for the time period shown. For example, if your accounts are charged an asset based fee during the month the report is produced, net of fees performance information would reflect the deduction of those fees. Please see your program documents regarding fee schedules.

Performance Start Date Changes: The Performance Start Date for accounts marked with a 'A' have changed. Performance figures of an account with a changed Performance Start Date may not include the entire history of the account. The new Performance Start Date will generate performance returns and activity information for a shorter period than is available at UBS FS. As a result, the overall performance of these accounts may generate better performance than the period of time that would be included if the report used the inception date of the account. UBS FS recommends reviewing performance reports that use the inception date of the account because reports with longer time frames are usually more helpful when evaluating investment programs and strategies. Performance reports may include accounts with inception dates that precede the new Performance Start Date and **do not** show



Disclosures applicable to accounts at UBS Financial Services Inc. (continued)

performance and activity information from the earliest available inception date.

The change in Performance Start Date may be the result of a performance gap due to a zero-balance that prevents the calculation of continuous returns from the inception of the account. The Performance Start Date may also change if an account has failed one of our performance data integrity tests. In such instances, the account will be labeled as "Review Required" and performance prior to that failure will be restricted. Finally, the Performance Start Date will change if you have explicitly requested a performance restart. Please contact your Financial Advisor for additional details regarding your new Performance Start Date.

Closed Account Performance: Accounts that have been closed may be included in the consolidated performance report. When closed accounts are included in the consolidated report, the performance report will only include information for the time period the account was active during the consolidated performance reporting time period.

Portfolio: For purposes of this report "portfolio" is defined as all of the accounts presented on the cover page or the header of this report and does not necessarily include all of the client's accounts held at UBS FS or elsewhere.

Percentage: Portfolio (in the "% Portfolio" column) includes all holdings held in the account(s) selected when this report was generated. Broad asset class (in the "% broad asset class" column) includes all holdings held in that broad asset class in the account(s) selected when this report was generated.

Pricing: All securities are priced using the closing price reported on the last business day preceding the date of this report. Every reasonable attempt has been made to accurately price securities; however, we make no warranty with respect to any security's price. Please refer to the back of the first page of your UBS FS accounts statement for important information regarding the pricing used for certain types of securities, the sources of pricing data and other qualifications concerning the pricing of securities. To determine the value of securities in your account, we generally rely on third party quotation services. If a price is unavailable or believed to be unreliable, we may determine the price in good faith and may use other sources such as the last recorded transaction. When securities are held at another custodian or if you hold illiquid or restricted securities for which there is no published price, we will generally rely on the value provided by the custodian or issuer of that security.

Cash: Cash on deposit at UBS Bank USA is protected by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 in principal and accrued interest per depositor for each ownership type. Deposits made in an individual's own name, joint name, or individual retirement account are each held in a separate type of

ownership. Such deposits are not guaranteed by UBS FS. More information is available upon request.

Mutual Fund Asset Allocation: If the option to unbundle balanced mutual funds is selected and if a fund's holdings data is available, mutual funds will be classified by the asset class, subclass, and style breakdown of their underlying holdings. Where a mutual fund or ETF contains equity holdings from multiple equity sectors, this report will proportionately allocate the underlying holdings of the fund to those sectors measured as a percentage of the total fund's asset value as of the date shown.

This information is supplied by Morningstar, Inc. on a monthly basis to UBS FS based on data supplied by the fund which may not be current. Mutual funds change their portfolio holdings on a regular (often daily) basis. Accordingly, any analysis that includes mutual funds may not accurately reflect the current composition of these funds. If a fund's underlying holding data is not available, it will be classified based on its corresponding overall Morningstar classification. All data is as of the date indicated in the report.

Equity Style: The Growth, Value and Core labels are determined by Standard and Poor's using a price-to-book ratio methodology. The Growth, Value and Core labels are based on how a company's price-to-book ratio compares to the median price-to-book ratio for its industry based on the company's assigned Industry Sector. If the company's ratio is greater than or equal to the industry median, it is classified as a growth stock. If the company's ratio is less than the industry median, it is classified as a value stock. If a security includes both growth and value attributes, it is classified as a core stock. If price-to-book is not available or the industry's median is not available, this item will be Unclassified.

Equity Capitalization: Market Capitalization is defined as the number of shares outstanding times the market value. Equity securities are classified as Large Cap if they have a capitalization of 8 billion or above. Securities with capitalization between 1.8 and 7.9 billion are classified as Mid Cap. Securities with capitalization below 1.79 billion are classified as Small Cap. Unclassified securities are those for which no capitalization is available or applicable.

Estimated Annual Income: The Estimated Annual Income is the annualized year to date per share dividends paid and multiplied by the quantity of shares held in the selected account(s).

Accrued Interest: Interest that has accumulated between the most recent payment and the report date may be reflected in market values for interest bearing securities.

Bond Averages: All averages are weighted averages calculated based on market value of the holding, not including accrued interest.

Tax Status: "Taxable" includes all securities held in a taxable account that are subject to federal and/or state or local taxation. "Tax-exempt" includes all securities held in a taxable account that are exempt from federal, state and local taxation. "Tax-deferred" includes all securities held in a tax-deferred account, regardless of the status of the security.

Cash Flow: This Cash Flow analysis is based on the historical dividend, coupon and interest payments you have received as of the Record Date in connection with the securities listed and assumes that you will continue to hold the securities for the periods for which cash flows are projected. The attached may or may not include principal paybacks for the securities listed. These potential cash flows are subject to change due to a variety of reasons, including but not limited to, contractual provisions, changes in corporate policies, changes in the value of the underlying securities and interest rate fluctuations. The effect of a call on any security(s) and the consequential impact on its potential cash flow(s) is not reflected in this report. Payments that occur in the same month in which the report is generated -- but prior to the report run ("As of") date -- are not reflected in this report. In determining the potential cash flows, UBS FS relies on information obtained from third party services it believes to be reliable. UBS FS does not independently verify or guarantee the accuracy or validity of any information provided by third parties. Although UBS FS generally updates this information as it is received, the Firm does not provide any assurances that the information listed is accurate as of the Record Date. Cash flows for mortgage-backed, asset-backed, factored, and other pass-through securities are based on the assumptions that the current face amount, principal pay-down, interest payment and payment frequency remain constant. Calculations may include principal payments, are intended to be an estimate of future projected interest cash flows and do not in any way guarantee accuracy.

Expected Cash Flow reporting for Puerto Rico

Income Tax Purposes: Expected Cash Flow reporting may be prepared solely for Puerto Rico income tax purposes only. If you have received expected cash flow reporting for Puerto Rico income tax purposes only and are NOT subject to Puerto Rico income taxes, you have received this reporting in error and you should contact your Financial Advisor immediately. Both the Firm and your Financial Advisor will rely solely upon your representations and will not make the determination of whether you are subject to Puerto Rico income taxes. If you have received this reporting and you are NOT subject to Puerto Rico income taxes, the information provided in this reporting is inaccurate and should not be relied upon by you or your advisers. Neither UBS FS nor its employees provide tax or legal advice. You should consult with your tax and/or legal advisors regarding your personal circumstances.

Variable Annuity Asset Allocation: If the option to unbundle a variable annuity is selected and if a variable annuity's holdings data is available, variable annuities will be classified by the asset class, subclass, and style breakdown for their underlying holdings. Where a variable annuity contains equity holdings from multiple equity sectors, this report will proportionately allocate the underlying holdings of the variable annuity to those sectors measured as a percentage of the total variable annuity's asset value as of the date shown.

This information is supplied by Morningstar, Inc. on a weekly basis to UBS FS based on data supplied by the variable annuity which may not be current. Portfolio holdings of variable annuities change on a regular (often daily) basis. Accordingly, any analysis that includes variable annuities may not accurately reflect the current composition of these variable annuities. If a variable annuity's underlying holding data is not available, it will remain classified as an annuity. All data is as of the date indicated in the report.

Account changes: At UBS, we are committed to helping you work toward your financial goals. So that we may continue providing you with financial advice that is consistent with your investment objectives, please consider the following two questions:

- 1) Have there been any changes to your financial situation or investment objectives?
 - 2) Would you like to implement or modify any restrictions regarding the management of your account?
- If the answer to either question is "yes," it is important that you contact your Financial Advisor as soon as possible to discuss these changes. For MAC advisory accounts, please contact your investment manager directly if you would like to impose or change any investment restrictions on your account.

ADV disclosure: A complimentary copy of our current Form ADV Disclosure Brochure that describes the advisory program and related fees is available through your Financial Advisor. Please contact your Financial Advisor if you have any questions.

Important information for former Piper Jaffray and McDonald Investments clients: As an accommodation to former Piper Jaffray and McDonald Investments clients, these reports include performance history for their Piper Jaffray accounts prior to August 12, 2006 and McDonald Investments accounts prior to February 9, 2007, the date the respective accounts were converted to UBS FS. UBS FS has not independently verified this information nor do we make any representations or warranties as to the accuracy or completeness of that information and will not be liable to you if any such information is unavailable, delayed or inaccurate.

For insurance, annuities, and 529 Plans, UBS FS relies on information obtained from third party services it believes to be reliable. UBS FS does not independently verify or guarantee the accuracy or validity of any information



Disclosures applicable to accounts at UBS Financial Services Inc. (continued)

provided by third parties. Information for insurance, annuities, and 529 Plans that has been provided by a third party service may not reflect the quantity and market value as of the previous business day. When available, an "as of" date is included in the description.

Investors outside the U.S. are subject to securities and tax regulations within their applicable jurisdiction that are not addressed in this report. Nothing in this report shall be construed to be a solicitation to buy or offer to sell any security, product or service to any non-U.S. investor, nor shall any such security, product or service be solicited, offered or sold in any jurisdiction where such activity would be contrary to the securities laws or other local laws and regulations or would subject UBS to any registration requirement within such jurisdiction.

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Through *City Manager Randy Robertson*

Date: July 1, 2014

During April through June 2014:

- 36

- **Friends of the Cordova Library** met on May 27. Officers were elected, and the first project will be acquiring non-profit status.
- **Summer Reading Program** 2014 theme is “Fizz, Boom, Read”. It will run June 4- July 30 with activities on Wednesdays at 12 p.m. Children can also earn prizes and stickers for reading at home.
- **Stevens Puppets** once again visited Cordova on June 9, this time performing “Beauty and the Beast”. 145 people attended this event sponsored by CPL and Cordova Arts.
- **OWL** videoconference on June 16 was “Safe Food Preservation for Home Use & State Fair Exhibits”. 4 people attended.
- **Library Board** met on June 30, 2014. Next meeting is set for September 22, 2014.



On April 15 we hosted a Tech Night featuring ListenAlaska. Anna Hernandez helped patrons learn how to use their mobile devices. On April 25, Alyssa and Marita Kleissler shared their vintage marionettes for a well-attended Family Fun Night.



We displayed some of our many bird books to help patrons become expert birders for the Shorebird Festival. After School Art students had a party on May 23, and said good-bye to volunteers Maggie Healy and Jackie Spuzzillo.



MEMORANDUM

TO: CITY COUNCIL, Through
CITY MANAGER

FROM: Laura Cloward, Information Services Director

DATE: July 21, 2014

SUBJECT: Q2 2014 Department Report

This memo summarizes activities and accomplishments of the Information Services Department (Information Technology and PIO/Marketing) during the second quarter of 2014.

Advertising

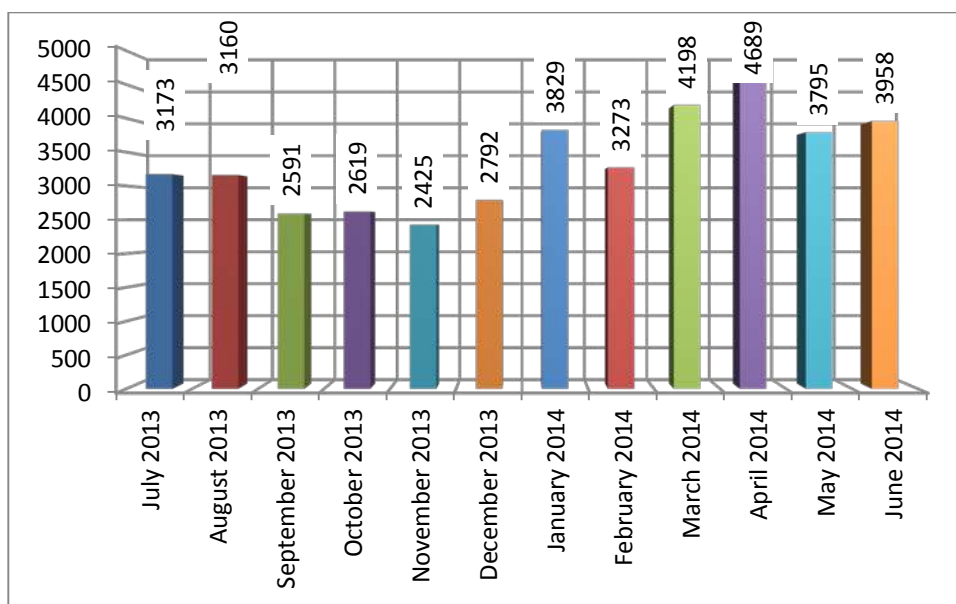
Seventy-eight (78) total advertisements were placed in The Cordova Times during the quarter, equivalent to 16.4 pages of content. Public Notice items included Requests for Proposal, Invitations to Bid, Job Openings, and Legal Notices. Public information campaigns in the newspaper included city beautification/clean-up initiatives, the Museum's Night at the Museum programs, various library programs, recycling/Cans to the Curb initiatives, water shortage notices, and various thank you/recognition items.

Public Information Campaigns (submitted to local and regional media as appropriate)

Information included water status notices and the change in Police Department leadership.

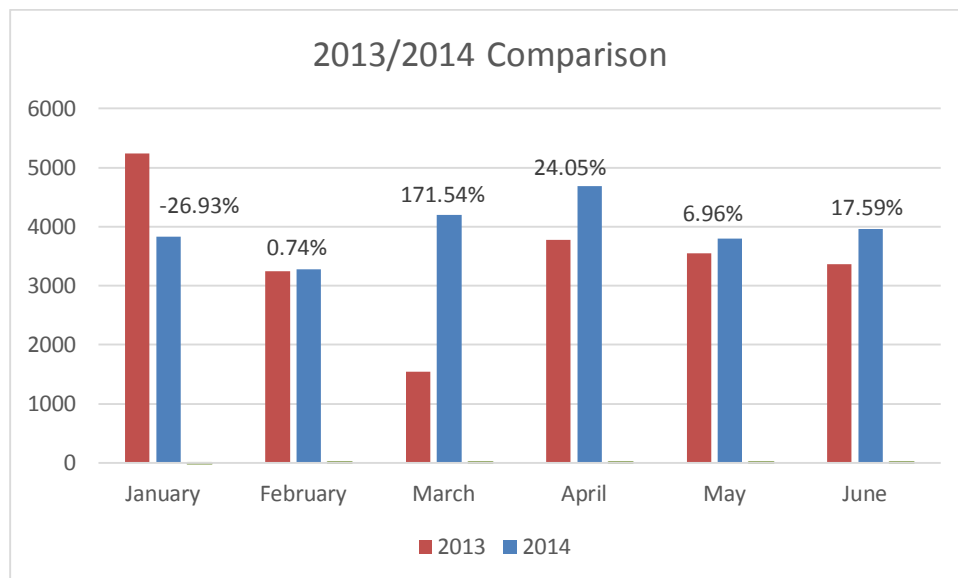
Web Site

The below chart depicts the monthly traffic on the web site.



For comparison purposes, the following chart depicts the comparison between 2013 and 2014 web traffic. The comparisons are somewhat skewed for January and March of 2013. The new web site was launched during the month of January, and at the time, the analytical tracking data was measuring repeated staff access to the

site as it was created. March's statistics lack two weeks' of data due to a defect in the user statistics program initially used. The current program was installed in July of 2013, and comparison data for future quarters will be more relevant as a result.



The following additions/enhancements were made on the City's website during the period:

- Added a water status page to better publicize system updates
- Added links to the May Harbor Newsletter and the Today in America Video
- Added a section on the home page for City Manager updates to the community
- Revamped the Property Tax Rolls to make historical data easier to find
- Added links to archival Council Meeting videos
- Highlighted link for LIVE Council Meeting feed

IT (Network and Systems)

During the quarter, the City replaced its file backup system and prepared for a change in vendor supporting the library's public internet.

- Future projects include developing a solid IT policy for users and transitioning more inter-department functions to the cloud using Office 365's Sharepoint service.
- Future planning efforts include developing a Request for Information geared towards technology services, equipment, and support to the new Cordova Center facility.

To: Mayor and City Council
Through: Randy Robertson, City Manager
From: Paul Trumblee, Fire Marshal
Date: July 23, 2014

CORDOVA VOLUNTEER FIRE DEPARTMENT

Quarterly Report

In this 2nd quarter of 2014. The Cordova Volunteer Fire Department responded to 55 calls for Fire, Rescue and EMS for a total of 422 member hours. Including the emergency calls, the volunteers of the fire department participated in the regular Thursday night meetings, public education and other activities for a total of 2486 member hours.

This spring, 10 members of the Volunteer Fire Dept were certified as EMT II's, 5 recertified and 2 certified as ETT's

This quarters training included Fire Fighter skills, EMT skills, CPR Pro, Comms Training, EMS station night, WA mudslide over view, Purple Thursday, run reviews, Standing Orders, equipment maintenance, Youth Protection, Bloodborne Pathogens, OSHA training, Hose Testing, Trident North Confined Space Training, IV and Child Birth training and finally Elementary CPR

Please see detail monthly activity sheets attached for more information on fire department activities.

Monthly Activity 4-2014

			Attendance	Hours	Total Man Hours
Date	Thursday Meetings				
4/3	Firefighter Skills		10	3	30
4/10	Business Meeting		15	2	30
4/17	EMT 2 Skills/ Basic EMT Skills		15	3	45
4/24	CPR Pro		20	3	60
	Total		60	11	165
Date	Public Education Taught				
	Health Fair		8	3	24
	2x2 Cancer Walk		18	2	36
	Total		26	5	60
Date	Other Activities				
4/1	Girl Scout Activities (Mead)		1	3	3
4/3	Alaska Sheild Critique/ 92nd CST Hazmat Team		22	3	66
4/4	State of Alaska Firefighter I Written Test		8	4	32
4/5	State of Alaska Firefighter I Practicals		15	12	180
4/11	EMT 2		14	4	56
4/12	EMT 2		14	10	140
4/13	EMT 2		14	10	140
4/14	EMT 2		14	8	112
4/19	EMT 2 Practice		8	1	8
4/19	EMS Stuff (Groves/ Brown)		2	0.5	1
4/21	Inventory/ Ambulance Change Out (Behrends/ Groves)		2	2.5	5
4/22	EMS Training		2	0.5	1
4/23	EMS Training		5	6	30
4/25	EMT 2		14	4	56
4/26	EMT 2		14	10	140
4/27	EMT 2		14	10	140
4/28	EMT 2		14	6	84
4/28	ETT Class		3	4	12
4/30	ETT Class		4	4.5	18
	Total		184	103	1224
Date		Fire Runs			
4/1	14-022	MVA	11	1	11
4/9	14-023	False Alarm	16	1	16
4/15	14-024	Burnt Food/ Smoke/ Odor Removal	12	1	12
4/19	14-025	False Alarm	6	1	6
4/19	14-026	MVA	21	2	42
4/21	14-027	Landfill Burn	1	1	1
4/29	14-028	Smoke Investigation	16	1	16
		Total	83	8	104
Date		Amb. Runs			
4/1	14-030	MVA	3	1	3
4/2	14-031	Trauma/ Patient Refusal	4	1	4
4/2	14-032	Medivac	3	2	6
4/4	14-033	Medivac	3	2	6
4/4	14-034	Medivac	3	2	6
4/5	14-035	Patient Refusal (FF1)	3	1	3

4/7	14-036	Unknown Medical/ Weakness	4	1	4
4/10	14-037	Broken Back	3	2	6
4/17	14-038	Medivac	3	2	6
4/19	14-039	MVA/ Patient Refusal	5	1	5
4/19	14-040	MVA/ Minor Injuries	5	1	5
4/27	14-041	Medivac	3	2	6
4/27	14-042	Back Pain	3	1	3
4/30	14-043	Difficulty Breathing	4	1	4
		Total	49	20	67
		Total hours for the month of April	402	147	1620

Monthly Activity 5-2014

			Attendance	Hours	Total Man Hours
Date	Thursday Meetings				
5/1	Communication Training		22	1.5	33
5/1	EMS Station Night		7	2	14
5/8	WA Mudslide Overview		14	1.5	21
5/15	Purple Thursday		20	2	40
5/22	Run Reviews		13	1	13
5/22	Standing Orders		12	2.5	30
5/22	Equipment Maint		12	3	36
5/29	Youth Protection PPT		9	1.5	13.5
	Total		109	15	200.5
Date	Public Education Taught				
5/12	CPR/ 911 School		2	3	6
5/13	CPR/ 911 School		2	3	6
5/14	CPR/ 911 School		2	1.5	3
	Total		6	7.5	15
Date	Other Activities				
5/1	EMS Orientation		2	2	4
5/1	EMS Stocking		1	4	4
5/2	Business Meeting		16	1.5	24
5/5	Paul Trumblee Online Certifications Arson Investigation		1	19	19
5/14	EMS Inventory		3	1.5	4.5
5/15	Sue Farzan Help Dave with Fire Hydrants		1	5	5
5/20	EMS Scheduling		1	8	8
5/28	AED Demo Boy Scouts		1	2	2
	Total		26	43	70.5
Date		Fire Runs			
5/17	14-029	Brush Fire	19	3	57
5/19	14-030	Fire Alarm	13	1	13
5/21	14-031	Dryer Fire	20	1	20
		Total	52	5	90
Date		Amb. Runs			
5/5	14-044	Medical Emergncy	5	1	5
5/6	14-045	Medical Transport	2	2	4
5/8	14-046	Medical Transport	2	2	4
5/10	14-047	Breathing Difficulty	3	1	3
5/16	14-048	Unresponsive Female	3	1	3
5/17	14-049	Chest Pains during Fire Call	6	1	6
5/23	14-050	Breathing Difficulty	2	1	2
5/25	14-051	Medical Problem	2	1	2
5/26	14-052	Medical Transport	2	2	4
5/27	14-053	Unresponsive Male	3	1	3
5/28	14-054	Unresponsive Female	4	1	4
5/31	14-055	Chest Pains	3	1	3
		Total	37	15	43
		Total hours for the month of May	230	85.5	419

Monthly Activity 6-2014

			Attendance	Hours	Total Man Hours
Date	Thursday Meetings				
6/5	Bloodborne Pathogens		25	3	75
6/12	OSHA SAFETY TRAINING NIGHT		22	3	66
6/19	EMS NIGHT		13	2	26
6/19	FIRE NIGHT (LDH HOSE TESTING)		14	3	42
6/26	TRIDENT NORTH CONFINED SPACE ENTRY		14	3	42
6/26	EMS NIGHT (IV & CHILD BIRTH)		2	1	2
	Total		90	15	253
Date	Public Education Taught				
	NO PUBLIC EDUCATION THIS MONTH		0	0	0
	Total		0	0	0
Date	Other Activities				
6/8	MCI REVIEW O.B. AMMONIA INCIDENT		9	1	9
6/13	TRAINING ROOM STUFF (K. MEAD)		1	5	5
6/15	TRAINING ROOM STUFF (K. MEAD)		2	2	4
6/16	TRAINING ROOM STUFF (K. MEAD)		1	5	5
6/18	CLEANING TRAINING ROOM		4	8	32
6/19	EMS STUFF (TRAINING FOR JULY)		2	1	2
6/19	INVENTORY MED 7		10	1	10
6/19	LINDA BROWN TRAINING, (NO SUBJECT DESCRIPTION)		9	1	9
	Total		38	24	76
Date		Fire Runs			
6/4	14-032	ANYDROUS AMMONIA LEAK O.B	17	2	34
6/10	14-033	FALSE ALARM O.B.	10	1	10
6/25	14-034	MVA vs. HOUSE	2	1	2
6/27	14-035	FALSE ALARM F.D	12	1	12
		Total	41	5	58
Date		Amb. Runs			
6/1	14-056	MEDICAL	3	1	3
6/1	14-057	MED TRANSPORT	3	2	6
6/4	14-058	AMMONIA EXPOSURE / 11 PATIENTS TOTAL	4	2	8
6/7	14-59	DIABETIC EMERGENCY (PT. REFUSAL)	3	1	3
6/7	14-60	DIABETIC EMERGENCY (TRANSPORT)	3	1	3
6/8	14-061	TRAUMA TO THE HEAD	3	1	3
6/12	14-062	MED TRANSPORT	3	2	6
6/14	14-063	BROKEN LEG	3	1	3
6/16	14-064	BACK PAIN	3	1	3
6/17	14-065	HEAD INJURY/ FALL INTO WATER	5	1	5
6/18	14-066	FALL VICTIM	3	1	3
6/22	14-067	MED TRANSPORT	3	1	3
6/23	14-068	MED TRANSPORT	3	1	3
6/24	14-069	BACK PAIN	3	1	3
6/27	14-070	SIEZURE	5	1	5
		Total	50	18	60
		Total hours for the month of JUNE	219	62	447

Planner's Report

To: City Council, Randy Robertson, City Manager
From: Planning Staff
Date: 7/24/14
Re: Quarterly Report, 2nd Quarter 2014

The following is a summary of the activities the Planning Department has been involved in during the 2nd quarter period.

- Ocean Beauty has completed their land purchases, installed modular housing and is working with the planning department on re-platting the new property.
- The Thomas' agreed to let the city have an easement to place a culvert across their property which drains the large puddle that formed on Railroad Ave. It has been installed, the puddle is gone and we are finishing up the easement agreement with the Thomas.
- Wild Seafood has installed their outfall line and is up and running.
- Public Works and Planning have implemented a permit for ROW work and Street cutting. Utilities companies and others who cut the asphalt or chip seal are being charged by the public works team to replace/repair the cuts.
- ROW across from shipyard. The Steel I-beams have been claimed and will be moved by the end of the month. When Public work has time they will begin removing the old crab pots and other debris
- Received ADOT permit for raised cross walk on Lake Avenue. Invitation to Bid will be in the August 8th paper and is required by code to run for 14 days. Review by City Council September 3rd meeting.
- Spoke with ADOT planner Duane Hoskins about State road issues.
 - Whitshed road maintenance repaving will occur late summer or early next spring.
 - Whitshed road widening and bike path are on hold, match money returned to city; all STIP project in the State are on hold due to changes in federal funding. Whitshed did make first cut and planner feels like it is a project that will stay in STIP; timing and funding unknown at this point.
 - The bridge at 36 mile will not be repaired. Estimated cost for repair 52 million dollars total funding for this category is 47 million for the State.
 - He will be coming to Cordova and will have a public meeting to discuss the various State projects. Planning will help facilitate the meeting.
- FEMA and State Flood Plain Coordinator came to Cordova to review preliminary maps for Cordova; submitted some questions and concerns that will be addressed. In fall official draft maps will be available for public review and public meeting with State and FEMA will occur in Cordova.

TO: City Manager
 FROM: Harbormaster Schinella
 DATE: 6/30/2014
 RE: Quarterly Activity Report Apr-Jun 2014

Exclusive Slips Assigned	706 out of 713 Total Slips			98% Occupancy (as of 3/31/14)
	Apr	May	Jun	Total
Vessels Charged Daily Rate	3	3	12	18
Vessels Charged Monthly Rate	0	10	21	31
Vessels In Impound Status	0	8	0	8
Vessel Lifts	31	39	29	99
Port Arrivals:				
Shoreside	2	1	2	5
Samson	0	2	2	4

Used Oil Collected (Apr-Jun) 10175 Gals
 Used Oil Collected(Jan-Jun) 15050 Gals
 Used Oil Delivered (Jan-Dec) 3800 Gals

Vessels Towed 4
 Vessels Pumped 2
 Vessel Bilges Pumped 10
 Vessel Sewage Tanks Pumped 0

GENERAL ACTIVITIES

- * Electrical repairs to H float
- * Vehicle repairs
- * Replace 10 Pile hoops
- * Changed oils and cleaned growth on harbor skiff
- * Incinerate sorbents
- * Delivered used oil
- * Changed oil and filters on Travelift
- * Re-attached 5 finger floats
- * replaced wood on J float finger
- * Painted harbor office door
- * Cut brush around harbor and North ramp
- * Installed signage at North ramp
- * Organized and numbered trailers in North storage lots
- * Sent annual billing
- * Received new Harbor truck
- * Issued parking tickets around harbor
- * Marty Koker made repairs to Harbor office siding
- * Purchased 6 new harbor carts
- * Built and installed new ladder at Loading Dock

Public Works Department

Memorandum

To: Randy Robertson, City Manager
From: Rich Rogers, PWD/City Engr
Date: 24Jul14
RE: Quarterly Report – 2nd Quarter April – June 2014, Rev#01

- Baler Shell & Drains projects substantially complete
- Managed suspicious landfill fire at 17 Mile
- Implemented & nurtured “Cans to Curb” with clarifications & meetings
- Established a Temporary Transfer Station at Harbor Loop Rd
- Streets Crew installed new storm drains & inlets at Upper Council Ave
- Streets Crew installed new inlet/catch basin at Railroad Ave “birdbath”
- Deployed two street sweepers for Spring Cleanup Projects
- Started Pothole Repairs with the new InfraRed Trailer, patching approx. 8 per day
- Started Dangerous Property Abatement action
- Revised the City Street Cut Permit for asphalt repairs at \$10/sf by contractors
- Water Dept kept safe water flowing w/Eyak Lake pumps at April low flow period
- Recommended the award of LT2 Engineering Contract to GVI Jones
- Repaired the Heney Catchment Pipe flowing into Meals Reservoir
- Responded to Dan Urton HHOT leak/drainage at Nirvana Lagoon
- Responded to Library HHOT leak
- Dawson Constr briefed Council on Cordova Center Phase II Plan & Budget
- Mt Eccles Emergency generator “auto-start” project complete
- SRTS 3rd St Sidewalk/Drainage permit application submitted to AKDOT



City of Cordova
602 Railroad Ave.
P.O. Box 1210
Cordova, Alaska 99574
Phone: (907) 424-6100
Fax: (907) 253-6120
Email: policechief@cityofcordova.net
Web: www.cityofcordova.net

CITY OF CORDOVA

Office of Chief of Police

To: Mayor and City Council

Through: City Manager Randy Robertson

From: Chief of Police George Wintle

Subject: 2nd Quarter 2014 Police Report

Date: July 24, 2014

PERSONNEL:

We hired a new police dispatcher (Savannah Webber) which replaced a previous employee who was associated to the local Coast Guard service. We continue to address this issue of employees working for one or two years and then leaving starting the hiring and training cycles all over which becomes taxing on all those involved. Natalie Webb was promoted to Lead Dispatcher and has been doing an excellent job.

PATROL

The Cordova Police Department received a total of 452 calls for service during the 2nd Quarter of 2014. Of those 452 calls, 56 were turned into investigative cases. The chart below shows you the difference in incidents over the past two years, whereas the number of incidents have decreased. I would like to give credit to our department and officers who now work 24 hours a day, seven days a week, with high visibility in bicycle patrols and foot patrols. Officer Greg Rubio was awarded "Rookie of the Year" for his outstanding service over the past year along with saving property and possibly life during an emergency fire call. Chief Wintle has also started to issue ribbons to the officers for recognition in additional areas of expertise and training.

Quarter	2012	2013	2014
1st Quarter	6	45	37
2nd Quarter	107	72	56
3rd Quarter	125	82	
4th Quarter	95	63	
Total	333	262	93

The number of citations given during the 2nd quarter has increased to 61, giving us a total of 82 citations for the year. Officers have stepped up their foot patrol traffic in the down town area in an attempt to enforce parking regulations. We have had complaints about the increase and have been in conversation with the city manager on resolving the parking issues.

Quarter	2012	2013	2014
1st Quarter	1	21	21
2nd Quarter	73	52	61
3rd Quarter	36	39	
4th Quarter	9	25	
Total	119	137	82

The department issued 41 warnings during the 2nd Quarter of 2014. The chart below is our comparison of warnings issued quarterly since 2012. We continue to be a fair police agency always willing to work with the community and address their needs as best we can.

Quarter	2012	2013	2014
1st Quarter	0	59	22
2nd Quarter	53	38	41
3rd Quarter	23	80	
4th Quarter	46	40	
Total	122	217	63

The Police departments cost of fuel is as followed:
Rising fuel costs need to be considered in future budgets as you can see dramatic increases in fuel costs per month.

Month	2012	2013	2014
January	\$107.70	\$1,641.29	\$2,389.46
February	\$210.03	\$1,372.92	\$2,461.78
March	\$1,920.91	\$2,209.68	\$2,454.43
April	\$1,785.39	\$2,170.96	\$1,183.85
May	\$1,749.95	\$2,353.00	\$2,759.53
June	\$2,117.59	\$2,571.07	
July	\$1,168.34	\$3,153.96	
August	\$1,344.38	\$2,659.63	
September	\$1,136.61	\$2,168.99	
October	\$1,762.48	\$2,143.12	
November	\$1,829.97	\$2,219.15	
December	\$1,829.84	\$2,153.66	
Total	\$16,963.19	\$26,817.43	\$11,249.05

Dispatch:



Our dispatchers have been issued Copper River Fleece Vests to give a more uniformed and professional look when our community observes them at our police agency. The purchase was made with Copper River Fleece who provided a discount to us and improved the overall look of our dispatch team. Our lead dispatcher, Natalie Webb, has been doing an excellent job supervising and training our new hires, along with maintaining and improving our DMV office.

JAIL:

Arrests were also down in numbers on the below comparison chart. I am again stressing the importance of having our officers scheduled working 24 hours a day seven days a week. I feel that this has curtailed some of the criminal activity which used to occur when we had no law enforcement on the streets and were available for on call only. Our local alcohol business locations have also been working with our officers curtailing any possible disturbances which could result in arrests or other criminal related activity.

Quarter	2012	2013	2014
1st Quarter	2	13	9
2nd Quarter	32	32	15
3rd Quarter	27	25	
4th Quarter	14	14	
Total	75	84	24

TRAINING:

Officer Nate Taylor has been continuing his SART (Sexual Assault Response Team) training attending training with other members of the team in Seattle Washington for a week. This training was paid for by the Native Village of Eyak and State of Alaska. The entire staff received training with the ALMR Radio system and how to correctly use our radio system and portable handheld radios. I would highly suggest this training be made available to all the employees who are involved with the ICS emergency planning.

PROJECTS / EQUIPMENT:

All of our current police fleet has now been marked with Police graphics allowing the public to know there is a police vehicle in their neighborhoods or on the highways. Our local city shop employees applied the graphics and did an excellent job. A bicycle was purchased for officers to use as an optional patrol method when two man shifts are scheduled. This has been an excellent add on and the public has had positive comments about our new patrol technique. The bike has also been used at local community events allowing police presence in crowded areas. The police department has started to work with State Officials on recovering default citations and revenue which have never been collected by the city due to no city magistrate. This new option with the State will allow our city to collect these fines through the annual PFD checks which are submitted to Alaska residents. We feel this will generate collections of these past due fines to the city which date back to 2005. Concerns and conversation continues on where our department will have a secured auto impound. Our current lot is unsecured and vehicles which have been placed there have had vehicle parts taken at random.

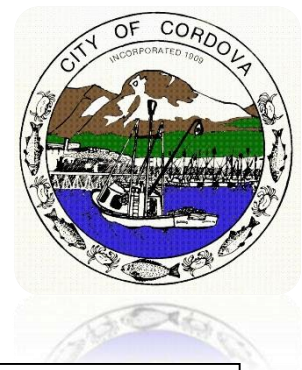
As the end of my law enforcement career ends in the coming days, I would like to personally thank the council and Mr. Robertson for working with me during my position as Chief of Police and improving our professional police force with continued training and law enforcement equipment.

Respectfully,
Chief George Wintle
Cordova Police Department

George D. Wintle

**From the Administrative Office of the City of Cordova
Parks and Recreation Department**

P.O. Box 1210
Cordova AK, 99574
(907)424-7282



SECOND QUARTER REPORT

The Parks and Recreation Department continues to see a small increase in revenue along with a slight decrease in attendance at Bidarki Recreation Center. Odiak Camper Park shows an increase in revenue because those staying at the Park are paying on time and consistently. This year long term residents will not be allowed to reserve a space unless unpaid balances are paid in full by Dec. 31st 2014.

More folks are paying a daily drop in fee (which is \$10 this time of year) rather than purchasing a summer pass. We believe the new card swipe system will help to police those using the facility without paying. We anticipate increases in pass revenue in 2015 between the card swipe system and all of the attractive new cardio equipment from Providence Health Care Systems! Programming and Skater's Cabin rentals have certainly increased. The quarter ends up 7k ahead of 2013.

The pool numbers are hard to compare due to numerous inconsistencies between the two years. You have been provided both 2013 & 2014 revenue and usage totals. However, maintenance closures happened at different times of the year and lifeguard availability is ever changing. The schedule was/is different than the year prior. The new salt water system will reduce maintenance and increase usage in the future. This should eventually assist us in being able to compare annual data compilation in a meaningful way.

Many mini projects have come to fruition this quarter, most importantly the pool renovations. We await a very large shipment of parks amenities 11 picnic tables and park benches and high quality trash receptacles. We were anticipating an earlier delivery date. We look forward to completing phase #1 the renovation of our beloved Fishermen's memorial. The new benches will be placed at the memorial as soon as possible after receiving them.

We have begun the process (paperwork) involved with receiving grant monies to place a new 'sweet smelling' vault toilet at Skaters Cabin. This project probably won't commence until spring 2015.

City of Cordova - Parks and Recreation Dept.

Bidarki Rec. Center 2nd Quarter 2013

2nd Quarter Revenue 2013

Month	Drop in	Passes	Programs	S.Cabin	Odiak	Other	Total
April	\$ 381.00	\$ 2,505.00		\$ 75.00	\$ 4,212.78		\$ 7,173.78
May	\$ 821.00	\$ 9,135.00	\$ 1,630.00	\$ 100.00	\$ 1,138.00	\$ 175.00	\$ 12,999.00
June	\$ 591.00	\$ 3,870.00	\$ 3,650.00	\$ 590.00	\$ 6,725.40	\$ 25.00	\$ 15,451.40
Total	\$ 1,793.00	\$ 15,510.00	\$ 5,280.00	\$ 765.00	\$ 12,076.18	\$ 200.00	\$ 35,624.18

2nd Quarter Attendance

Month	Fit class	Tot Time	WR	Gym	Adt. B Ball	Adt V Ball	Soccer	Other	Total
April	123	209	980	630	32	20	12	115	2121
May	121	117	1036	443	154	54			1925
June	155	70	1058	270	44	33			1630
Total	399	396	3074	1343	230	107	12	115	5676

City of Cordova - Parks and Recreation Dept.

Bidarki Rec. Center 2nd Quarter 2014

2nd Quarter Revenue 2014

Month	Drop in	Passes	Programs	S.Cabin	Odiak	Other	Total
April	\$ 297.00	\$ 4,659.00	\$ 248.00	\$ 160.00	\$ 125.00	\$ 75.00	\$ 5,564.00
May	\$ 1,268.00	\$ 5,630.00	\$ 3,395.00	\$ 280.00	\$ 3,760.00	\$ -	\$ 14,333.00
June	\$ 1,046.00	\$ 6,339.00	\$ 3,587.00	\$ 395.00	\$ 11,582.65		\$ 22,949.65
Total	\$ 2,611.00	\$ 13,267.00	\$ 7,230.00	\$ 1,225.00	\$ 15,467.65	\$ 75.00	\$ 42,846.65

1st quarter attendance

	sign ins	Programs	other	Totals	
April	1669			1669	
May	1701			1701	
June	1965	35		2000	*Summer Camp
Total	5335	35	0	5370	

City of Cordova - Parks and Recreation Dept.
Bob Korn Pool 02 Quarter 2014

02 Quarter Revenue 2014

Month	Drop in	Passes	Cmb Passes	Rentals	Lessons	Other	Total
April	\$ 442.00	\$ 225.00		\$ 425.00			\$ 1,092.00
May	\$ 40.00						\$ 40.00
June	\$ 582.00	\$ 1,110.00		\$ 100.00			\$ 1,792.00
Total	\$ 1,064.00	\$ 1,335.00	\$ -	\$ 525.00	\$ -	\$ - \$ -	\$ 2,924.00

02 Quarter Attendance 2014

Month	Total
April	415
May	37
June	390
Total	842

4/16/14 we added AM lap swim back to the schedule because of the high interest in having lap swim during this time. Pool was closed May 4th for annual maintenance and re-opened on June 5th with a lap swim schedule until the free grand opening open swim on June 10th. PM EX was stopped until September due to loss of the instructor for the summer months. AM Exercise class was brought back in June after a period of not having it due to lack of attendance this winter. Summer open swims as well as evening lap swims have been heavily attended since we reopened.

City of Cordova - Parks and Recreation Dept.

Bob Korn Pool 02 Quarter 2013

02 Quarter Revenue 2013

Month	Drop in	Passes	Combo Pass	Rentals	Lessons	Other	Total
April	\$ 72.00	\$ 200.00		\$ 375.00			\$ 647.00
May	\$ 244.00	\$ 245.00		\$ 275.00	\$ 1,570.00		\$ 2,334.00
June	\$ 277.00	\$ 135.00					\$ 412.00
Total	\$ 593.00	\$ 580.00	\$ -	\$ 650.00	\$ 1,570.00	\$ - \$ -	\$ 3,393.00

02 Quarter Attendance 2013

Month	AM-Lap	Noon Lap	PM Lap	AM-Ex	PM-Ex	Lessons	Fam Open	Fri Open	Sat Open	Tot Swim	Total
Apr.	38	14	16	6	7	0	11	4	13	21	130
May.	114	68	69	31	13	133	63	41	33	54	619
Jun.	49	28	27	17	0	0	45	32	52	21	271
Total	201	110	112	54	20	133	119	77	98	96	1020

MEMO, City of Cordova

To: Mayor and City Council

Through: Randy E. Robertson, City Manager

From: Jon K. Stavig, Finance Director

Date: 23 July 2014

RE: Finance Department Report

Following are the traditional two page financial fund summary reports for year-to-date ended 30 June 2014 and a few highlights from the finance department.

The first page is a fund summary for the general fund only. The second page includes all funds including enterprise funds. I have excluded Fund 426, the Cordova Center Fund, and instead included a separate report to show all revenues/expenditures through June 30, 2014 for Fund 426, the Cordova Center Fund, as it distorts the two page summary report.

We are just beginning to receipt in the 2nd quarter sales tax collections and should be able to verbally report the actual numbers at the August 6 meeting. Based upon our budget, we projected approximately 1MM for these revenues. Property tax receipts are also starting to come with the first half of taxes due by August 31, 2014.

We have been working on identifying a different collection company that would bring a whole new level of expertise to the City in the collection of problematic/delinquent accounts throughout all City departments. More to come on a separate memo.

The City's account balances as of 12 March 2014 are as follows;

Combined Central Treasury Accounts	\$2,612,913.15
(FNBA & UBS balances)	
Combined Permanent Fund Accounts	\$10,240,794.77
(UBS balances)	

All to report from the Finance Dept.

Respectfully submitted,

Jon K Stavig

CITY OF CORDOVA
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2014

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
TAXES	1,086,897.79	1,086,897.79	5,665,864.99	4,578,967.20	19.2
LICENSES & PERMITS	365.00	365.00	15,600.00	15,235.00	2.3
OTHER GOVERNMENTAL	866,592.71	866,592.71	3,930,832.71	3,064,240.00	22.1
LEASES & RENTS	76,347.29	76,347.29	165,000.00	88,652.71	46.3
LAW ENFORCEMENT	162,017.55	162,017.55	352,630.00	190,612.45	46.0
D. M. V.	76,986.10	76,986.10	92,600.00	15,613.90	83.1
PLANNING DEPARTMENT REVENUE	6,304.90	6,304.90	18,500.00	12,195.10	34.1
RECREATION DEPT REVENUE POOL	46,476.49	46,476.49	74,150.00	27,673.51	62.7
REVENUE	6,932.00	6,932.00	34,200.00	27,268.00	20.3
SALE OF PROPERTY	71,788.00	71,788.00	6,500.00	(65,288.00)	1104.4
INTERFUND TRANSFERS IN	246,021.90	246,021.90	492,043.75	246,021.85	50.0
OTHER REVENUE	481,202.70	481,202.70	125,000.00	(356,202.70)	385.0
STATE DEBT SERVICE	656,153.00	656,153.00	967,800.00	311,647.00	67.8
REIMBURSME					
	3,784,085.43	3,784,085.43	11,940,721.45	8,156,636.02	31.7
EXPENDITURES					
CITY COUNCIL	3,940.04	3,940.04	19,400.00	15,459.96	20.3
CITY CLERK	113,896.34	113,896.34	252,573.00	138,676.66	45.1
CITY MAYOR	1,615.73	1,615.73	3,425.00	1,809.27	47.2
CITY MANAGER	154,363.49	154,363.49	366,070.00	211,706.51	42.2
FINANCE	149,752.55	149,752.55	411,616.00	261,863.45	36.4
PLANNING DEPARTMENT EXPENSE	98,948.68	98,948.68	292,106.00	193,157.32	33.9
PLANNING COMMISSION	564.99	564.99	6,500.00	5,935.01	8.7
DEPARTMENT OF MOTOR VEHICLE	39,718.87	39,718.87	75,903.00	36,184.13	52.3
LAW ENFORCEMENT	462,709.14	462,709.14	894,036.00	431,326.86	51.8
JAIL OPERATIONS	129,149.58	129,149.58	237,125.00	107,975.42	54.5
FIRE & EMS	196,878.54	196,878.54	366,781.00	169,902.46	53.7
DISASTER MANAGEMENT DEPT.	1,235.20	1,235.20	7,500.00	6,264.80	16.5
INFORMATION SERVICES	441,136.79	441,136.79	929,402.00	488,265.21	47.5
FACILITY UTILITIES	92,176.91	92,176.91	164,700.00	72,523.09	56.0
PW ADMINISTRATION	32,074.68	32,074.68	166,318.00	134,243.32	19.3
FACILITY MAINTENANCE	80,321.88	80,321.88	273,462.00	193,140.12	29.4
STREET MAINTENANCE	310,686.88	310,686.88	703,693.00	393,006.12	44.2
SNOW REMOVAL	19,697.94	19,697.94	86,510.00	66,812.06	22.8
EQUIPMENT MAINTENANCE	163,213.57	163,213.57	346,315.00	183,101.43	47.1
PARKS MAINTENANCE	64,752.03	64,752.03	116,575.00	51,822.97	55.6
CEMETERY MAINTENANCE DEPT.	4,032.72	4,032.72	11,247.00	7,214.28	35.9
RECREATION - BIDARKI	204,953.38	204,953.38	430,912.00	225,958.62	47.6
POOL	153,377.55	153,377.55	268,451.00	115,073.45	57.1
SKI HILL	49,000.22	49,000.22	74,500.00	25,499.78	65.8
NON-DEPARTMENTAL	224,976.04	224,976.04	353,145.00	128,168.96	63.7
LONG TERM DEBT SERVICE	1,036,255.58	1,036,255.58	1,628,512.00	592,256.42	63.6
INTERFUND TRANSFERS OUT	382,000.00	382,000.00	1,129,694.97	747,694.97	33.8
TRANSFERS TO OTHER ENTITIES	1,103,735.32	1,103,735.32	2,606,249.48	1,502,514.16	42.4
	5,715,164.64	5,715,164.64	12,222,721.45	6,507,556.81	46.8

CITY OF CORDOVA
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2014

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
101 GENERAL FUND	3,784,085.43	3,784,085.43	11,940,721.45	8,156,636.02	31.7
104 CITY PERMANENT FUND	243,781.20	243,781.20	465,784.00	222,002.80	52.3
203 FIRE DEPT. VEHICLE ACQUISITION	13,765.68	13,765.68	60,000.00	46,234.32	22.9
401 GENERAL PROJ & GRANT ADMN	404,611.73	404,611.73	1,112,178.00	707,566.27	36.4
435 HOSPITAL REPAIR PROJECT	22,337.23	22,337.23	251,378.00	229,040.77	8.9
502 HARBOR ENTERPRISE FUND	523,749.21	523,749.21	1,235,948.00	712,198.79	42.4
503 SEWER ENTERPRISE FUND	366,377.97	366,377.97	770,313.54	403,935.57	47.6
504 WATER ENTERPRISE FUND	273,735.25	273,735.25	795,030.34	521,295.09	34.4
505 REFUSE ENTERPRISE FUND	457,675.20	457,675.20	1,053,671.43	595,996.23	43.4
506 ODIK CAMP PARK	23,220.58	23,220.58	61,859.00	38,638.42	37.5
602 HARBOR & PORT PROJECTS	31,000.00	31,000.00	31,000.00	.00	100.0
603 SEWER PROJECTS	14,000.00	14,000.00	14,000.00	.00	100.0
604 WATER PROJECTS	14,000.00	14,000.00	14,000.00	.00	100.0
605 SOLID WASTE PROJECTS	213,000.00	213,000.00	710,000.00	497,000.00	30.0
805 LANDFILL FUND	50,000.00	50,000.00	50,000.00	.00	100.0
	6,435,339.48	6,435,339.48	18,565,883.76	12,130,544.28	34.7
<u>EXPENDITURES</u>					
101 GENERAL FUND	5,715,164.64	5,715,164.64	12,222,721.45	6,507,556.81	46.8
203 FIRE DEPT. VEHICLE ACQUISITION	1,347.87	1,347.87	7,500.00	6,152.13	18.0
205 VEHICLE REMOVAL/IMPOUND FUND	1,234.29	1,234.29	10,000.00	8,765.71	12.3
401 GENERAL PROJ & GRANT ADMN	432,957.02	432,957.02	1,097,178.00	664,220.98	39.5
435 HOSPITAL REPAIR PROJECT	198,137.27	198,137.27	251,378.00	53,240.73	78.8
502 HARBOR ENTERPRISE FUND	684,116.11	684,116.11	1,186,998.00	502,881.89	57.6
503 SEWER ENTERPRISE FUND	436,524.81	436,524.81	770,313.54	333,788.73	56.7
504 WATER ENTERPRISE FUND	454,365.00	454,365.00	795,030.34	340,665.34	57.2
505 REFUSE ENTERPRISE FUND	589,241.41	589,241.41	1,100,671.43	511,430.02	53.5
506 ODIK CAMP PARK	24,538.36	24,538.36	54,985.00	30,446.64	44.6
602 HARBOR & PORT PROJECTS	30,092.00	30,092.00	31,000.00	908.00	97.1
603 SEWER PROJECTS	.00	.00	14,000.00	14,000.00	.0
604 WATER PROJECTS	.00	.00	14,000.00	14,000.00	.0
605 SOLID WASTE PROJECTS	674,101.88	674,101.88	710,000.00	35,898.12	94.9
	9,241,820.66	9,241,820.66	18,265,775.76	9,023,955.10	50.6

CITY OF CORDOVA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2014

CORDOVA CENTER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
426-300-42210	MISC DONATIONS	10,642.41	10,642.41	.00	(10,642.41)	.0
	TOTAL REVENUE	10,642.41	10,642.41	.00	(10,642.41)	.0
	<u>GRANT REVENUE</u>					
426-310-45480	EVOSTC - FED GRANT	2,610.00	2,610.00	.00	(2,610.00)	.0
	TOTAL GRANT REVENUE	2,610.00	2,610.00	.00	(2,610.00)	.0
	TOTAL FUND REVENUE	13,252.41	13,252.41	.00	(13,252.41)	.0

CITY OF CORDOVA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2014

CORDOVA CENTER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>PHSE I - FROM CITY MONEY</u>					
426-401-52180	PROFESSIONAL SERVICES	75,440.93	75,440.93	.00	(75,440.93)	.0
426-401-52185	CORDOVA CENTER REA	338,930.28	338,930.28	.00	(338,930.28)	.0
426-401-70110	ADMINISTRATION	921.80	921.80	.00	(921.80)	.0
426-401-70130	CONSTRUCTION	65,127.24	65,127.24	.00	(65,127.24)	.0
	TOTAL PHSE I - FROM CITY MONEY	480,420.25	480,420.25	.00	(480,420.25)	.0
	<u>PHSE II - FROM CITY MONEY</u>					
426-402-70110	ADMINISTRATION	13.17	13.17	.00	(13.17)	.0
	TOTAL PHSE II - FROM CITY MONEY	13.17	13.17	.00	(13.17)	.0
	<u>PHSE II - DCCED 14-DC-043</u>					
426-472-70160	ART	2,610.00	2,610.00	.00	(2,610.00)	.0
	TOTAL PHSE II - DCCED 14-DC-043	2,610.00	2,610.00	.00	(2,610.00)	.0
	TOTAL FUND EXPENDITURES	483,043.42	483,043.42	.00	(483,043.42)	.0



City of Cordova,
Office of the City Clerk
Cordova, AK 99574
602 Railroad Avenue * PO Box 1210

Phone: 907.424.6248
Fax: 907.424.6000
Cell: 907.253.6248
E-mail: cityclerk@cityofcordova.net

CITY CLERK'S REPORT TO COUNCIL

August 06, 2014 Regular Council Meeting

Date of Report: July 22-31, 2014

Things I need feedback on or am reporting to Council on:

- At Pending Agenda let's decide how August 16 looks for a regular meeting date for everyone
- Capital Priorities come before you quarterly, supposed to be next on September 3 – do you want to see the Resolution in order to change the list at all?
- I have added an "Elected & Appt Officials List" as part of PA & Calendar section of the agenda – in order for all of us & the public to stay abreast of members/terms/vacancies – all ok with this idea?

Things the Clerk's Office has been working on:

- Signed paychecks/other AP checks
- Prepared agenda and packet for regular meeting on 08-06-14
- Deputy Clerk completed and forwarded the state report on SRC/DV to State Assessor
- Attended staff meeting on July 22, 2014
- Completed minutes for tonight's packet – staying caught up for Regular meetings – special meetings and work session minutes catch up still in progress – a few on there tonight, woohoo!
- Advertised the Board and Commission vacancies – 3 on Parks and Recreation Commission; one letter so far
- Compiled all of the quarterly reports for this August 6 regular meeting – all of staff and especially the City Manager were timely in their submission and approval of said reports – I am very grateful for the cooperation
- Contacted the Fisheries Advisory Committee chair and asked them to meet regarding raw fish tax idea that was discussed at last Council meeting – haven't heard a date for that meeting as of yet; compiled some information for the chair as well regarding guesstimates for revenue on a raw fish of 1%
- Assisted museum staff with Cordova Center teleconference meeting in Library meeting room
- Worked with Finance Department regarding research on exempt entities, for sales tax and property tax
- Completed and submitted the second quarter employer of lobbyist report to Alaska Public Offices Commission after conferring with the Finance Department and with City Lobbyist John Bitney
- Responded to property tax questions and requests
- Responded to cemetery questions and requests for burials
- Put together last-minute special meeting on 7/31/14 for approval of a state grant – lack of quorum lost us this opportunity

Mayor and Council Members;

I am opposed to another tax in Cordova. This 1% tax fish tax you are proposing is unfair to the Cordova fishing families. This year there was a huge increase in harbor fees, and property owners saw a huge increase in their property tax. To add another layer of taxes is slam the fishing families cannot absorb.

If your plan is to tax seasonal folks, you hurt the people that support this community year round. Not too many years ago, Cordova had a split sales tax 6% summer 3% winter. That was to help the families that stayed year round.

When it was proposed to have a year round 6% for a limited number of years, in exchange for property taxes not being raised, residents supported it. Well, property taxes were raised and the winter sales tax never went back to 3%. Not only does this hurt the families in this community, it hurts the businesses.

If you are doing to propose this fish tax then show the fishing families (that are a huge part of this community), and the businesses by lowering the property and restore the lower sales tax in the winter months.

Thank you,

Debbie Collins



Cordova District Fishermen United
PO Box 939 | 509 First Street | Cordova, AK 99574
phone. (907) 424 3447 | fax. (907) 424 3430
web. www.cdfu.org

July 16, 2014

Mayor and City Council
City of Cordova
602 Railroad Ave.
Cordova. AK 99574

RE: Draft Ordinance Regarding Raw Fish Tax

Dear Mayor Kacsh and Council Members;

We write today in regard to the item of New Business on tonight's City Council Regular Meeting Agenda, the "draft ordinance regarding raw fish tax". Council's consideration of an action of this nature is of great interest to our organization and its membership.

An action of this magnitude will probably require extensive discussion and vetting through the course of tentative program development before final consideration by Council and the Community. We invite Council to consider CDFU an available resource as future discussions surrounding the potential for a municipal raw fish tax develop.

Thank you for your consideration of our comment and please feel free to contact the CDFU office directly (Director@cdfu.org) if we may be of further assistance.

Sincerely,

Gerald McCune, President
Cordova District Fishermen United

Alexis Cooper, Executive Director
Cordova District Fishermen United

TO MAYOR & City Council

To Whom It May Concern

I would like to express my interest in serving the City of CORDOVA AS head of the Refuse Department.

~~My name is [REDACTED]~~

~~[REDACTED]~~ I AM A 37 year Resident of CORDOVA. Because of my long Residence and skills involving fishing, constaction, AND recycling, I believe I could provide CORDOVA'S ~~citizens~~ citizens the best Refuse services they HAVE experienced for decades.

Part of the long-term
problem with CORDOVA's Refuse
dept. is ~~the~~ City's official and consistent
discouragement of its ~~people~~ populace
to throw out their trash. By ~~signifying~~
Refuse
the Dept's policy of segregating
users the City has over time
encouraged ~~illicit~~ ~~illegal~~ dumping AND
the improper dumping of Refuse in ~~the~~ containers
of other paying customers.

Such official policies have ^{Also} led
to conflicts between the Refuse
Dept AND the citizenry; AND ^{to conflicts} between
the City's enterprise funds; in
particular the Harbor Dept. AND

the Refuse Dept. These conflicts
ARE longstanding. ~~and since~~ I first
became aware of them during my
tenure on Cordova's city council
from 1994 - 1996. In no way
can it be said that these conflicts
have been resolved in the inter-
vening decades.

~~IN ORDER FOR these conflicts
between CDV~~

As head of the Refuse Dept.
you can count on me to work
to eliminate such conflicts AND
to create a sense of partnership
between the the Refuse Dept.

AND CORDOVA'S OTHER ENTERPRISE FUNDS,
AS WELL AS CORDOVA'S CITIZENS. IT
IS ESSENTIAL ^{THAT} ~~FOR~~ THESE LONG-TERM
ISSUES BE RESOLVED IN ORDER TO
PROVIDE CORDOVA'S PEOPLE THE SERVICES
THEY DESERVE AND PAY FOR.

WITH AN EFFICIENT EFFECTIVE
RECYCLING PROGRAM, CORDOVA CAN CREATE
PARTNERSHIPS WITH ITS CITIZENS,
AND BETWEEN ENTERPRISE FUNDS. ~~AND~~

~~AND~~ FURTHER, WITH PROPER MGMT OF
IT'S WASTE STREAM CORDOVA CAN
EXTEND IT'S LANDFILL LIFE, INCREASE
THE NUMBER OF YEAR ROUNDS, AND

(more importantly) winter jobs, lower ~~at~~ costs to its customers, and provide additional services to individuals and industrial users.

While Cordova's previous attempts at recycling are laudable they have in the past relied upon grants and have been hampered by the city's inability to recognize the intrinsic economic value of many products that are in Cordova's waste stream. In order for CDV to have a viable long-term recycling program it is of the utmost

importance that this change.

By instituting new policies & procedures ~~the City~~ regarding the disposal of refuse, the City can make every day Cordova Clean Up Day as well as realizing numerous other benefits.

~~By instituting new policies & procedures regarding the disposal of refuse, the City can make every day Cordova Clean Up Day as well as realizing numerous other benefits.~~

The recognition and segregation of those items of value in our waste stream is ~~the~~ key to

Realizing all the benefits which have been mentioned previously in this letter. It is also the key to the creation of partnerships between the City & its people and interdepartmental partnerships.

It is routine for many of Cordova's residents to journey to ANC in order to sell scrap metals which they have gathered over time. This is a very profitable activity for some of our residents. It is not my intent to discourage this activity; but encourage it on the part of our

ENTERPRISE FUND. The City has
a long history of providing ^{ECONOMIC} disincentives
to ^{the} USE of its refuse facilities. ~~the~~

CONSIDER ~~these~~ ^{these} SCENARIOS: Citizen A
HAS RECENTLY REPLACED his CORRUGATED
ALUMINUM ROOF. If Citizen A delivers
this roof to SCRAP dealers in ANC
he will receive \$5¢ per pound. If
Citizen A takes his old roof to the
landfill he will be ^{charged} for its disposal.

THIS IS

A PROFOUND ECONOMIC DISINCENTIVE.

AND SINCE it is probable that the

CITY will bury it rather than recycle
(and all citizens)

Citizen A will also face additional

sanitary landfill
costs.

SCENARIO 1

Citizen A pays the fee; disposes of roof at landfill, city buries it; thus recapturing no benefit, and shortening landfill life.

SCENARIO 2

Citizen A on his own hauls roof to ANC, receives payment, ~~helps~~ extends landfill life by recycling. And benefits himself economically.

SCENARIO 3

Citizen A stores old roof on his own property because he can't afford to haul it. ANC remains in yard for decades. Thus disturbing the WA of many cordovans.

SCENARIO 4

Citizen A illegally dumps roof somewhere in vast wilderness surrounding town.

SCENARIO 5

Citizen A disposes of roof in dumpster, or in front of landfill or in front of baler in the middle of the night. Thus causing additional expenses for ALL users.

Of these 5 scenarios only

Scenario 2 has a positive outcome.
& NO 2 takes place completely independent of City.
Everyone that resides in CDV has

witnessed (AND ^{OR} paid for) the other 4

negative scenarios.

By simple policy changes the
City can cease exacerbating this

situation and begin to create partner-
ships ^{that} ~~to~~ benefit our community.

By removing the financial
disincentive to access the City
landfill the City ~~eliminates~~ virtually
eliminates scenarios 3 thru 5.

Scenarios that (sadly) R all 2 common.

Removing the disincentives
to access the landfill (while beneficial)
does little to create partnerships.

Removing the disincentive allows
the city to capture the ^{full} scrap
value of Citizen A's roof but
doesn't do much ~~for~~ for Citizen A.

If we allow ourselves to think
outside the dumpster (as it were); what
would happen if Citizen A were paid
($\frac{1}{2}$ ANC. value)
22½¢ per pound for his roof? Examine
what happens to our scenarios with
this simple policy change.

SCENARIO 1

Citizen A benefits economically by taking his valuable commodity to the landfill thus creating a viable partnership between Citizen A & City to each party's mutual benefit. Citizen A then goes home and eyeballs the other junk in yard in hopes of expanding said partnership. This results in cleaner yards thus improving the viewshed ~~4~~ 4 entire community.

SCENARIO 2

Citizen A now must examine his policy of hauling his own scrap, & if partnership would provide greater benefits.

Scenario 3 thru 5

When word of the new policy gets out Citizen A will be taking his root 2 the Baler to reap the benefits with his new partner. Thus eliminating the problems associated w/3 thru 5 which have plagued this community for decades, thus making EVERY DAY CORDOVA Clean Up Day!

By instituting such policies the City will realize the full ^{Economic} potential of the scrap metal markets. In addition, by incentivizing our citizens ^{much of} the tedious work of sorting valuables from garbage will already be done before

the refuse enters the waste stream.

The scenarios presented to you are realistic. In particular, the situation as it exists now is both realistic and grim. ~~The~~

The City, is possessed of several distinct advantages when it comes to a comprehensive waste mgmt and recycling programs. By using these advantages Cordova can maximize the economic benefits that derive from such programs.

If I am given the position of head of the Refuse Dept. I feel quite confident in saying that

WE CAN AVOID RATE INCREASES
INDEFINITELY, CREATE LASTING AND BENEFICIAL
PARTNERSHIPS WITH OUR RESIDENTS, IMPROVE
INTERDEPARTMENTAL RELATIONSHIPS, AND CREATE
BENEFICIAL PARTNERSHIPS W/ COMPANIES IN
ANC AND WASHINGTON & BEYOND.

Conditionally, I would be happy to
submit a comprehensive waste mgmt
PROGRAM to the City which would show how
to fully maximize ~~our~~ the profit potential
of our scrap metals, JUNK CARS,
paper & ~~waste~~ wood, AND
WASTE OIL, while simultaneously minimizing
WASTE INTO OUR LANDFILL, AND adding
JOBS TO OUR LOCAL ECONOMY,

I look forward to working w/you
AND I await your request for the
comprehensive plan

Thank you

Robert G. S.

Memorandum

To: City Council
From: Planning Staff
Date: 7/30/2014
Re: Cordova Telephone Cooperative Sublease

PART I – GENERAL INFORMATION

Requested Actions: Sublease approval for Cordova Telephone Cooperative (CTC)
Applicant: Cordova Telephone Cooperative
Description: USS 1765 of Township 15 South, Range 3 West, Section 22, Copper River Meridian, Alaska; commonly identified as the Ski Hill or Tripod Hill
Parcel Number: 02-061-900
Zoning: Parks and Open Space District

PART II – BACKGROUND

In a letter to CTC dated 5/22/2014, the City informed CTC that their sublease had been breached and that the parties would meet on 6/3/2014 in order to execute a new lease. Following that meeting, lawyers and staff for the City and CTC crafted a new sublease.

This sublease is unique from other leases in the City in that it is for a specific use and that it is restrictive to that use. The new sublease document is largely based on the Copper Valley Wireless (CVW) sublease located adjacent to CTC on Tripod Hill. The City has worked hard to incorporate all reasonable edits that CTC proposed, including adding mutually agreed upon extensions (also in CVW agreement), access to the site in emergencies without adhering to lengthy notice requirements, and extending time to cure a default if diligently pursuing the cure.

Many of the conditions in place in the sublease document are contingent upon the lease the City has with the State for the Ski Hill area. The City has worked with the State on the Sublease requirements, and once this sublease with CTC has been finalized, the State will develop a Consent to Sublease document with many of the same stipulations the City has required as well as whatever other stipulations they deem necessary.

CTC recently applied for and received a Conditional Use Permit for a telecommunication tower on this subleased area. For additional information on the Conditional Use Permit, refer to the packet and minutes of the May 13, 2014 Planning Commission Regular Meeting.

PART III – APPLICABLE CRITERIA

Charter - Section 5-17. Contracts and sales

(a) Any contract which by its terms will not be fully executed within five years and which cannot be terminated by the city upon not more than one month's notice without penalty; and (b) the sale or lease of any city property, real or personal, or the sale or other disposal of any interest therein, the value of which property, lease, or interest is more than \$50,000; shall be made only:

(1) By authority of an ordinance approved or enacted at an election by an affirmative vote of a majority of the qualified voters of the city who vote on the question of approving or enacting the ordinance (the ordinance being submitted to the voters by the council or by initiative of the voters); or -

(2) By authority of a nonemergency ordinance passed by the council, which shall be published in full within ten days after its passage, and which shall include a section reading substantially as follows: "Section . If one or more referendum petitions with signatures are properly filed within one month after the passage and publication of this ordinance, this ordinance shall not go into effect until the petition or petitions are finally found to be illegal and/or insufficient, or, if any such petition is found legal and sufficient, until the ordinance is approved at an election by a majority of the qualified voters voting on the question. If no referendum petition with signatures is filed, this ordinance shall go into effect one month after its passage and publication."

The sublease for CTC meets all three elements required for an ordinance: it is valid, initially, for 13 years; no provision allows the City to terminate the lease within 30 days; and rent obtained for the life of the contract is approximately \$343,200 (13 years, at \$2200/month).

PART IV – STAFF RECOMMENDATION

Staff recommends adoption of Ordinance 1119.

PART V– SUGGESTED MOTION

“I move to adopt Ordinance 1119.”

**CITY OF CORDOVA, ALASKA
ORDINANCE 1119**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING A SUBLEASE FOR A 2,500 SQUARE FOOT PORTION OF USS 1765
OF TOWNSHIP 15 SOUTH, RANGE 3 WEST, SECTION 22, COPPER RIVER
MERIDIAN, ALASKA, COMMONLY IDENTIFIED AS TRIPOD HILL, TO CORDOVA
TELEPHONE COOPERATIVE, INC.**

WHEREAS, the City of Cordova has subleased a portion of land on Tripod Hill to Cordova Telephone Cooperative, Inc. since May 19, 1993, and due to Cordova Telephone Cooperative, Inc.'s default of the previous sublease, both parties desire to enter a new sublease effective , 2014, and expiring on August 3, 2027; and

WHEREAS, Cordova Telephone Cooperative, Inc. has a telecommunication tower and accessory building located on the portion of Tripod Hill subject to the proposed sublease; and

WHEREAS, it is in the public interest for the City of Cordova to execute this sublease under the terms and conditions provided in the sublease referred to below.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Cordova, Alaska, that:

Section 1. Notwithstanding anything to the contrary in Cordova City Code Chapter 5.22, the Council of the City of Cordova hereby authorizes the sublease to the Cordova Telephone Cooperative, Inc. for a 2,500 square foot portion of USS 1765 of Township 15 South, Range 3 West, Section 22, Copper River Meridian, Alaska, commonly identified as Tripod Hill, to expire on August 3, 2027, unless renewed according to the terms of the sublease.

Section 2. The form and content of the sublease between the City and Cordova Telephone Cooperative, Inc. hereby are in all respects authorized, approved and confirmed, and the City Manager is authorized, empowered and directed to execute and deliver the sublease to Cordova Telephone Cooperative, Inc. on behalf of the City, in substantially the same form and content now before this meeting but with such changes, modifications, additions and deletions therein as the City Manager shall deem necessary, desirable or appropriate, the execution thereof to constitute conclusive evidence of approval of any and all changes, modifications, additions or deletions therein from the form and content of the sublease now before this meeting. From and after the execution and delivery of the sublease, the City Manager is authorized, empowered and directed to do all acts and things and to execute all documents as may be necessary to carry out and comply with the provisions of the sublease as executed.

Section 3. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, and published within ten (10) days after its passage.

Section 4. If one or more referendum petitions with signatures are properly filed within one (1) month after the passage and publication of this ordinance, the ordinance shall not go into effect until the petition or petitions are finally found to be illegal and/or insufficient or, if any such petition is found legal and sufficient, until the ordinance is approved in an election by a majority

of the qualified voters, voting on the question. If no referendum petition with signatures is filed, this ordinance shall go into effect 30 days after its passage and publication.

1st reading: August 6, 2014

2nd reading and public hearing: August 20, 2014

PASSED AND APPROVED THIS 20th DAY OF AUGUST, 2014.

Jim Kacsh, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

**SUBLEASE
BETWEEN CITY OF CORDOVA
AND CORDOVA TELEPHONE COOPERATIVE, INC.**

THIS SUBLEASE is executed as of this **XX** day of **XXXX**, 2014, by and between the CITY OF CORDOVA ("Grantor") through the SHERIDAN ALPINE ASSOCIATION as Grantor's agent ("Agent"), the address of which is P.O. Box 1210, Cordova, Alaska 99574, and CORDOVA TELEPHONE COOPERATIVE, INC. ("Grantee"), the address of which is P.O. Box 459, Cordova, Alaska 99574.

RECITALS

A. The State of Alaska Department of Natural Resources owns certain real property in Cordova, Alaska commonly identified as the Ski Hill or Tripod Hill, and legally described as USS 1765 of Township 15 South, Range 3 West, Section 22, Copper River Meridian, Alaska.

B. Grantor entered into a long-term lease with the State of Alaska Department of Natural Resources for the use and enjoyment of the Ski Hill under ADL 57396.

C. Grantee desires to sublease from Grantor a portion of the property Grantor leases under ADL 57396 and the State of Alaska Department of Natural Resources has consented to the sublease, subject to certain conditions.

AGREEMENT

1. Description of Premises. Grantor hereby subleases to Grantee, on the terms, covenants, and conditions set forth herein, 2,500 square feet within ADL 57396 and located on the Ski Hill as specifically and particularly depicted in the attached and incorporated Exhibit A ("Premises").

2. Purpose. Grantee shall use the Premises only for the purpose of maintaining and operating a communications facility for telecommunication and information services, including microwave communications. Any other use will require prior written approval by Grantor. More specifically, the Premises will be used for the location and operation of microwave communications and wireless cell phone services and the necessary interconnecting fiber optic cable equipment in an enclosed structure that is located on the Premises. In order to accomplish this purpose, Grantee will maintain in a safe manner a 9.2-foot by 24.3-foot building on a pier foundation and a 50-foot free-standing tower structure on the Premises as depicted in Exhibit B, which is attached and incorporated into this Sublease. No other structure, including fences, is authorized without first obtaining Grantor's written consent, which will not be unreasonably withheld. Grantee will paint or coat the building in a color that blends with the surrounding environment; specifically, muted colors, earth tones, and subdued hues will be used. No equipment or system shall be installed by

Grantee that would adversely affect the public's health or safety, or the intended use of the Ski Hill.

3. Access. Grantee is hereby granted access to the Premises to enable operating and maintaining Grantee's equipment, as well as maintaining electrical lines to the Premises. Access shall be by foot, helicopter, or chairlift, or other means approved in writing by the Agent. Agent's approval will not be unreasonably withheld. Other means that may be approved by the Agent include off-road vehicles on the south side groomer trail (non-snow season only). Chairlift access, which is provided by the Agent, requires 24 hours' prior notice by Grantee to Agent, and will be billed at a rate negotiated with the Agent to cover Agent's costs and expenses of providing access. Access by chairlift will be subject to the availability of Agent's personnel to operate the chairlift, and is not guaranteed. During times when the chairlift on the Ski Hill is open for use by the public, access by helicopter requires at least one hour's prior notice by Grantee to Agent. Grantee's use of the South Side Groomer trail requires 24 hours' prior notice from Grantee to Agent and shall be used by off-road vehicles (ORV) only. In the event of an emergency, prior notice to Agent is not required for Grantee to access the Premises, but Grantee must notify Agent within 24-hours of the emergency access, disclosing both the situation necessitating the emergency access and the access method used. Grantee will be responsible for repairing, at its sole cost and expense, any damage to the Ski Hill caused by Grantee's emergency access. Grantee may use and maintain the existing electric and telephone lines servicing the Premises, including cutting and keeping clear all trees and shrubbery necessary for the operation of those lines. Grantee must obtain prior written permission from Agent for all routing and burial of any cable, fiber, or wire.

4. Term. This Sublease will commence on XXXX, 2014 and will terminate on August 3, 2027, the date ADL 57396 terminates, unless either party terminates this Sublease earlier or ADL 57396 terminates before August 3, 2027. In the event ADL 57396 terminates before August 3, 2027, this Sublease will terminate the same date ADL 57396 terminates. Upon written mutual agreement of the parties, this Sublease may be extended for two additional ten (10) year terms. The Grantee shall notify the Grantor in writing 120 days prior to the termination of the initial term or any extension thereof if Grantee desires to pursue an extension. The extension terms of this Sublease are contingent on the satisfactory renewal of State of Alaska lease ADL 57396 to the City of Cordova, which expires August 3, 2027.

5. Co-location. The Grantor understands the wishes of the community to limit the number of communications towers constructed due to visual impacts and encourages the Grantee to allow other entities to co-locate their equipment within Grantee's building and on Grantee's tower structure when physically and safely possible. Grantee will submit to Grantor a drawing illustrating how Grantee's tower is designed to accommodate additional communications equipment for Grantee's present and reasonable foreseeable future requirements. Similarly, Grantee will submit to Grantor a drawing showing placement of Grantee's communications equipment in its building and identifying the remaining space available to house additional communications equipment. Grantee warrants that both its tower and building are designed and constructed to support and withstand potential additional loads. Grantee shall forward to Grantor, and Grantor shall

forward to Grantee, in writing, any inquiries by a third party requesting co-location on Grantee's equipment located on the Premises. Grantee may not unreasonably withhold consideration or approval of a request to co-locate by a third party. Grantee shall notify Grantor in writing when a third party will be co-located on the Premises or when Grantee is terminating a co-location arrangement, at least fourteen (14) days in advance of either occasion. In co-location circumstances the amount of rent paid to the Grantor by the Grantee shall be increased or decreased as described in Section 7 below.

6. Rent. Grantee covenants and agrees to pay Grantor monthly rent in the amount of Two Thousand Two Hundred Dollars (\$2,200) ("Rent"). The Rent shall be increased each year, on the anniversary of this Sublease's commencement date, by any increase in the Consumer Price Index (CPI-U) for the Anchorage, Alaska metropolitan area, as computed and published by the United States Bureau of Labor Statistics, at the commencement of the current year. In no event shall the monthly Rent be less than the preceding year's Rent. In the event that the rent paid by the City to the State for the parcel containing the Premises increases, the amount of Rent paid by Grantee under this Sublease will increase to account for the increase paid by the City. Rent will also be adjusted when Grantee adds, expands, constructs, or develops any structure or improvement on the Premises, including towers, or increases the height, width, or square-footage of any structure or improvement on the Premises. In those situations Rent will be adjusted to reflect the fair market value of all structures and improvements on the Premises, but in no event will the adjusted Rent be less than the preceding month's Rent.

7. Additional Rent. Grantee shall pay to Grantor Additional Rent for each third party locating equipment on the Premises in the amount of Four Hundred Dollars (\$400) per month. Effective 12 months from the date the co-location commences, and annually thereafter, the Additional Rent amount shall increase by the increase in the Consumer Price Index (CPI-U) for the Anchorage, Alaska metropolitan area, as computed and published by the United States Bureau of Labor Statistics. The entire Additional Rent shall be due the first month co-location commences, regardless of the day of installation and for all subsequent months until the third party's equipment is physically removed from the Premises, at which time the Rent shall be reduced by the Additional Rent amount associated with the removed property. The Additional Rent or subsequent removal thereof shall not be included as part of the base Rent when adjusting the base Rent annually for CPI-U.

8. Late Fees. Rent and Additional Rent not paid within ten (10) days of the due date shall be assessed a late charge of ten percent (10%) of the delinquent amount; such charge shall be considered liquidated damages and shall be due and payable immediately. In the event the late charge assessment above exceeds the maximum amount allowable by law, the amount assessed will be adjusted to the maximum amount allowable by law.

9. Reservation of Rights. Grantor reserves the right to designate and grant rights-of-way and utility easements across the Premises without compensation to Grantee or any other party, including the right of ingress and egress to and from the Premises for the construction, operation, and maintenance of utilities and access, provided that Grantee shall be compensated for the taking or destruction of any improvements on the Premises.

10. Repair and Care of Premises. Grantee will permit no waste, damage, or injury to the Premises. Grantee shall at all times use the Premises in accordance with, and comply with, the laws of the United States, the State of Alaska, and the City of Cordova, as well as in accordance with all directions, rules, and regulations of any public official or other officer of the City of Cordova at the sole cost and expense of Grantee. At the expiration of this Sublease, Grantee will quit and surrender the Premises. Grantee must remove, at its sole expense, all its property and co-located property, including towers, buildings, and other structures, from the Premises, unless Grantor provides written consent that certain property can remain on the Premises. Property remaining on the Premises with Grantor's consent after this Sublease terminates will immediately become Grantor's property. Property remaining on the Premises without Grantor's consent after this Sublease terminates may be removed, sold, destroyed, or otherwise disposed of in any manner deemed appropriate by the Grantor, all at Grantee's sole expense, and Grantee hereby agrees to pay Grantor for such expenses. Regardless of the term specified in Section 4 above, Grantee must continue paying Rent to Grantor until all property not permitted to remain on the Premises is removed by either Grantee or Grantor. Grantee will be responsible for the prompt collection and disposal of all waste generated by Grantee's activities on the Ski Hill. If Grantee does not dispose of waste promptly and properly, Grantee will be billed by Agent for waste collection and disposal at a rate of \$300 per hour. Grantee is not required to remove subsurface fixtures provided the fixtures are covered with soil, rock, or vegetation and do not present a hazard to human health or safety.

11. Inspections. Grantor or Agent and its authorized representatives and agents shall have the right, but not the obligation, to enter the Premises at all reasonable times to inspect the use and condition of the Premises; to serve, post, or keep posted any notices required or allowed under the provisions of this Sublease, including notices of non-responsibility for liens; and to do any act or thing necessary for the safety or preservation of the Premises. To inspect the interior of structures on the Premises, Grantor will provide, except in an emergency, written notice to Grantee at least twenty-four (24) hours in advance of the requested inspection date and time. Grantee will cooperate with each request by providing an employee or agent to accompany Grantor or its agent into the structure within twenty-four (24) hours of the request. Grantor shall not be liable in any manner for any inconvenience, disturbance, loss of business, nuisance, or other damage arising out of the Grantor's entry onto the Premises, except for damage resulting directly from the acts of the Grantor and Agent and their authorized representatives or agents. An authorized representative or agent is an individual granted express authorization by Grantor or Agent to act on behalf of Grantor or Agent regarding a specific matter.

12. Compliance with Laws. Grantee shall maintain and repair the Premises in compliance with all applicable laws, regulations, ordinances, rules, orders, permits, licenses, and other authorizations. Grantee shall not use or permit the use of the Premises for any purpose prohibited by law or which would cause a cancellation of any insurance policy covering the Premises. Grantee shall not cause or permit any Hazardous Material to be brought upon, kept, or used in, on, or about the Premises except for such Hazardous Material as is necessary to conduct Grantee's authorized uses of the Premises. Any such Hazardous Material brought upon, kept, or used in, on, or about the Premises shall be used, kept, stored, and disposed of in a manner that complies with all environmental laws and

regulations applicable to Hazardous Material. Grantee shall not cause or allow the release or discharge of any other materials or substances that are known to pose a hazard to the environment or human health.

As used in this Sublease, "Hazardous Material" means any substance which is toxic, ignitable, reactive, or corrosive or which is regulated by any federal, state, or local law or regulation, as now in force or as may be amended from time to time, relating to the protection of human health or the environment, as well as any judgments, orders, injunctions, awards, decrees, covenants, conditions, or other restrictions or standards relating to the same. "Hazardous Material" includes any and all material or substances that are defined as "hazardous waste," "extremely hazardous waste," or a "hazardous substance" under any such law or regulation.

13. Conditional Use Permit. This Sublease is contingent on Grantee maintaining a valid conditional use permit for the uses outlined in Section 2 of this Sublease. Grantee must comply with all requirements in, and terms of, its conditional use permit for the Premises. Failure to comply with the conditional use permit constitutes a default of this Sublease. Grantee's conditional use permit existing at the time of this Sublease's commencement date is attached as Exhibit C and incorporated into this Sublease.

14. Premises Condition. Grantor shall not be called upon to make any change or improvement to the Premises, and Grantee warrants and represents that it has examined the Premises and it is suitable for its intended use.

15. Utilities. Grantor hereby agrees to make available the necessary electrical service required by the Grantee from the existing system in the vicinity. Grantee is responsible for making arrangements for, and constructing the necessary connection for, all electrical services desired by Grantee for the Premises. Grantee shall pay Grantor when billed by Grantor or Agent for all of its electrical usage at the same rate as other users of the site. In the event that the local electric utility takes possession and responsibility for the aforementioned existing electrical system, Grantee would make all future payments to the electric utility when billed and have no further obligation to Grantor in regard to electrical service.

16. Insurance. Grantee shall procure and maintain over the full term of this Sublease, and until Premises are returned to Grantor, general comprehensive liability insurance as well as insurance for the Premises, both policies naming Grantor as an additional insured. General liability insurance pertaining to the premises shall be in a minimum amount of One Million Dollars (\$1,000,000.00). Property insurance pertaining to the Premises shall be in an amount equal to or greater than the appraised value of Grantee's property installed under this Sublease. Grantee agrees to provide to Grantor copies of certificates evidencing insurance coverage of the Premises prior to the execution of this Sublease and upon request of Grantor at other reasonable times.

17. Federal Communications Commission Standards. All communications equipment installed shall be to Federal Communications Commission regulations, standards, and best practices.

18. Accidents and Indemnification. All personal property kept on the Premises shall be kept at Grantee's sole risk. Neither Grantor nor the Agent shall be liable for theft or any damage, either to person or property, sustained by Grantee or others due to Grantee's use of the Premises or access to the Premises. Grantee agrees to defend, indemnify, and hold Grantor and its authorized representatives, agents, officers, and employees harmless from any and all claims for damages suffered or alleged to be suffered on or about the Premises or when accessing the Premises by any person, firm, or corporation and from any expenses incurred by Grantor with respect to such claim, except as occasioned by the gross negligence of Grantor or Grantor's employees, guests, invitees, or visitors.

19. Liens. Grantee shall keep the Premises free from any liens or other encumbrances arising out of any work performed, materials furnished, or obligations incurred by Grantee. Grantee agrees, at its sole cost and expense, to remove any lien filed against the Premises due to Grantee's acts or omissions. If Grantor posts any notice of non-responsibility on the Premises, Grantee will ensure that the notice is maintained in a conspicuous place.

20. Default. If Grantee (i) fails to observe or violates any term or condition of this Sublease, including failing to provide an employee or agent to accompany Grantor or its agent into the structure on the Premises as detailed in Section 11; (ii) breaches or violates any statutes, laws, regulations, rules, ordinances, or permits of any kind applicable to the use or occupancy of the Premises; or (iii) abandons or vacates the Premises, Grantee will be in default and breach of this Sublease. In the event Grantee defaults on this Sublease, Grantor may provide Grantee written notice of the default. Grantee shall have thirty (30) days from receipt of the written notice to cure any default, including a failure to pay Rent. However, in such cases (except as provided below) where a default cannot be cured within the thirty (30) day period by the exercise of diligent, commercially reasonable effort, if Grantee continues to promptly and diligently pursue the cure, the time for curing such failure shall be extended for such period of time, not to exceed an additional thirty (30) days (unless otherwise agreed to by the parties in writing), as may reasonably be necessary to complete such cure. A default based on a failure to pay Rent or Additional Rent will only be cured if all Rent and Additional Rent then due is paid in full within thirty (30) days of Grantee receiving notice of the default. In the event Grantee defaults and fails to timely cure the default, Grantor shall have the right to immediately terminate this Sublease and all rights of Grantee to use and access the Premises, as well as collect from Grantee all expenses and costs associated with the early termination and pursue any remedy available in law or equity.

21. Assignment. Grantee shall not assign or otherwise transfer this Sublease or any interest herein or sublet the Premises or any portion thereof, or permit the occupancy of any part of the Premises by any other person or entity, without the prior written consent of the Grantor, which consent the Grantor may withhold in its absolute discretion. The Grantor shall not be required to subordinate this Sublease or the Grantor's interest in the Premises to the interest of any other person or entity. Notwithstanding the above, Grantee may assign the sublease without Grantor's consent to any corporation or partnership that controls, is controlled by, or is under common control with, Grantee, or any corporation

resulting from the merger or consolidation with Grantee, or to any entity that acquires all of Grantee's assets of the business that is being conducted on the Premises, as long as the assignee is a bona fide entity and assumes the obligations of Grantee. Any transfer of fifty percent (50%) or more of the outstanding voting stock of Grantee or of fifty percent (50%) or more of the equity interest in Grantee or of a controlling interest in Grantee, shall constitute an assignment of this Sublease and shall require Grantor's prior written consent.

22. Notices. All notices to be given by the parties hereto shall be in writing and may either be served personally or deposited in the United States mail, postage prepaid, by registered, certified, or regular mail, to the following addresses:

Grantor: City of Cordova
Attention: City Manager
P.O. Box 1210
Cordova, Alaska 99574

Agent: Sheridan Alpine Association
Attention: President
P.O. Box 2446
Cordova, Alaska 99574

Grantee: Cordova Telephone Cooperative, Inc.
Attention: CEO
P.O. Box 459
Cordova, AK 99574

23. Taxes. Real property taxes for the Premises shall remain the responsibility of Grantor. However, should there be any increase in the assessment of real or personal property taxes because of the personal property of Grantee or its co-locators situated on the Premises, the additional cost and expense shall be borne by Grantee.

24. Successors and Assigns. This Sublease is binding upon the parties and their respective successors and authorized assigns.

25. Authority. Each party and the individual signing for each party represents it is authorized to execute and bind the party to this Sublease.

26. No Waiver of Breach. No failure by Grantor to insist upon the strict performance of any term, covenant, or condition of this Sublease, or to exercise any right or remedy upon a breach thereof, shall constitute a waiver of any such breach or of such term, covenant, or condition. No waiver of any breach shall effect or alter this Sublease, but each and every term, covenant, and condition of this Sublease shall continue in full force and effect with respect to any other existing or subsequent breach.

27. Survival. No expiration or termination of this Sublease shall expire or terminate any liability or obligation to perform which arose prior to the termination or expiration.

28. Governing Law. This Sublease is controlled and is to be interpreted in accordance with the laws of the State of Alaska.

29. Entire Agreement. This Sublease constitutes the entire agreement among the parties and supersedes all prior agreements and understandings, oral or written. The Sublease may not be amended or modified except in writing executed by each of the parties hereto.

IN WITNESS WHEREOF, the parties have caused this Sublease to be executed on the dates noted below their respective signatures.

GRANTOR:

City of Cordova

By: _____

Its: _____

Date _____

AGENT:

Sheridan Alpine Association

By: _____

Its: _____

Date _____

GRANTEE:

Cordova Telephone Cooperative, Inc.

By: _____

Its: _____

Date _____

EXHIBIT A
Diagram of Premises

DRAFT

EXHIBIT B

Current Structures and Equipment Located on Premises

DRAFT

EXHIBIT C
Conditional Use Permit

DRAFT

**CITY OF CORDOVA, ALASKA
RESOLUTION 12-10-72**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA, AUTHORIZING THE CITY TO ISSUE GENERAL OBLIGATION BONDS IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$500,000 TO FINANCE THE PLANNING, DESIGN, AND CONSTRUCTION OF A BUILDING TO BE USED AS CORDOVA SCHOOLS CORRESPONDENCE PROGRAM, AND TO SUBMIT THE QUESTION OF THE ISSUANCE OF SUCH BONDS TO THE QUALIFIED VOTERS OF THE CITY AT THE MARCH 1, 2011 REGULAR CITY ELECTION; AND DECLARING THE INTENT OF THE CITY OF CORDOVA TO REIMBURSE ORIGINAL EXPENDITURES FOR COSTS OF THE PLANNING, DESIGN, AND CONSTRUCTION OF CORDOVA SCHOOLS CORRESPONDENCE PROGRAM BUILDING.

WHEREAS, the City of Cordova, Alaska (the "City") is a home rule city and under Section 11 of Article X of the Alaska Constitution may exercise all legislative power not prohibited by law or the charter of the City; and

WHEREAS, Section 6-1 of the Cordova City Charter authorizes the City to issue general obligation bonds or other such evidences of indebtedness, but only when authorized by the council for capital improvements and ratified by a majority of the qualified voters of the City; and

WHEREAS, the City views the capital project authorized herein as necessary and beneficial to the community; and

WHEREAS, §1.150-2 of the Income Tax Regulations requires that the City timely declare its intent to reimburse original expenditures for costs of capital improvements with proceeds of tax exempt bonds, Build America Bonds, or Recovery Zone Economic Development Bonds, so that the reimbursement will qualify as an expenditure of proceeds of the bonds.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA, HEREBY RESOLVES that:

Section 1. It is hereby determined to be for a public purpose and in the public interest of the City to incur general obligation bonded indebtedness in an amount not to exceed Five Hundred Thousand Dollars (\$500,000) for the purpose of paying the cost of planning, design, and construction of a Cordova Schools Correspondence Program building.

Section 2. The City is authorized to borrow the sum of Five Hundred Thousand Dollars (\$500,000) to finance the capital project described in Section 1, and the borrowing shall be evidenced by the issuance of general obligation bonds of the City. The full faith and credit of the City are pledged for payment of the principal of and interest on the bonds, and ad valorem taxes upon all taxable property in the City shall be levied without limitation as to rate or amount to pay the principal of and interest on the bonds when due.

Section 3. The City shall submit the following proposition to the qualified voters of the City at the March 1, 2011 regular City election. The proposition must receive an affirmative vote from a majority of the qualified voters voting on the question to be approved.

Proposition No. 1
General Obligation Bonds for
School and Related Capital Improvements

Shall the City of Cordova incur debt and issue general obligation bonds in the principal amount of not to exceed Five Hundred Thousand Dollars (\$500,000) for the purpose of paying the cost of planning, design, and construction of a Cordova Schools Correspondence Program building?

The bonds shall be secured by a pledge of the full faith and credit of the City.
(Resolution 12-10-72)

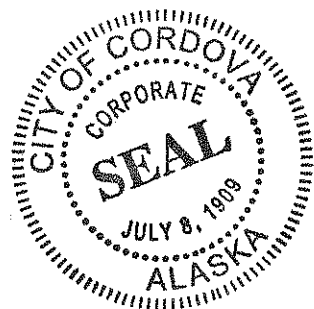
Section 4. The proposition, both for paper ballots and machine ballots, shall be printed on a ballot which may set forth other general obligation bond propositions, and the following words shall be added as appropriate next to a square provided for marking the ballot for voting by hand or machine:

PROPOSITION NO. 1: ☐ Yes
☐ No

Section 5. The City of Cordova hereby declares its intent to reimburse original expenditures for costs of the capital improvements described in Section 1 from proceeds of tax exempt bonds, Build America Bonds, or Recovery Zone Economic Development Bonds, in the maximum aggregate principal amount of \$500,000.


Section 6. Sections 1 and 2 of this resolution shall become effective only if the proposition described in Section 3 is approved by a majority of the qualified voters voting on the proposition at the March 1, 2011 regular City election. The remaining sections of this resolution shall become effective upon passage and approval.

PASSED AND APPROVED THIS 15th DAY OF DECEMBER 2010.




David Reggiani, Vice-Mayor

ATTEST:


Susan Bourgeois, City Clerk

**CITY OF CORDOVA, ALASKA
RESOLUTION 02-13-05**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE CITY OF CORDOVA TO ISSUE GENERAL OBLIGATION
DEBT IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$1,081,500 TO FINANCE
THE LT2 COMPLIANCE PROJECT, AND TO SUBMIT THE QUESTION OF THE
ISSUANCE OF SUCH DEBT TO THE QUALIFIED VOTERS OF THE CITY AT THE
MARCH 5, 2013 CITY ELECTION.**

WHEREAS, the City of Cordova, Alaska (the "City") is a home rule city and under Section 11 of Article X of the Alaska Constitution may exercise all legislative power not prohibited by law or the charter of the City; and

WHEREAS, the Cordova City Charter authorizes the City to issue general obligation debt provided that such debt shall be authorized by the council and ratified by a majority of the qualified voters voting on the question; and

WHEREAS, the United States Environmental Protection Agency has mandated that all Public Water Systems that use water from surface sources take steps to comply with Long Term 2 (LT2) regulations meant to protect the public against the effects of the microorganism known as Cryptosporidium (the "Project"); and

WHEREAS, the State of Alaska Department of Environmental Conservation ("DEC") offers loans at favorable interest rates (currently 1.5%) for up to 20 years, for which the Project appears eligible; and

WHEREAS, DEC has offered the City a grant of \$3,775,000 to finance part of the cost of the Project, if the City provides \$1,617,857 in matching funds for the Project, and the City may obtain a loan in the amount of \$1,081,500 to provide those matching funds through the issuance of general obligation debt; and

WHEREAS, it is necessary and in the best interest of the City and its residents that the City authorize the issuance of general obligation debt for the purposes described in this Resolution.

NOW, THEREFORE, BE IT RESOLVED THAT

Section 1. It is hereby determined to be for a public purpose and in the public interest of the City to incur general obligation indebtedness in the amount not to exceed One Million Eighty One Thousand Five Hundred Dollars (\$1,081,500) for the purpose of financing the acquisition and construction of the Project.

Section 2. The City is authorized to borrow the sum of not to exceed One Million Eighty One Thousand Five Hundred Dollars (\$1,081,500) to finance the capital improvements described in Section 1, and the borrowing shall be evidenced by the issuance of general obligation debt of

the City. The full faith and credit of the City are pledged for payment of the principal of and interest on the debt.

Section 3. The City shall submit the following proposition to the qualified voters of the City at the March 5, 2013 regular City election. The proposition must receive an affirmative vote from a majority of the qualified voters voting on the question to be approved.

PROPOSITION NO. 3
GENERAL OBLIGATION DEBT FOR THE FEDERALLY MANDATED
LT2 COMPLIANCE PROJECT

Shall the City of Cordova incur general obligation indebtedness in an amount not to exceed One Million Eighty One Thousand Five Hundred Dollars (\$1,081,500) to finance at a rate of 1.5% the acquisition and construction of the Water Division Upgrade Project to comply with the requirements of the federally mandated LT2 rule?

The debt shall be secured by a pledge of the full faith and credit of the City.

Section 4. The proposition, both for paper ballots and machine ballots, shall be printed on a ballot which may set forth other bond propositions, and the following words shall be added as appropriate and next to a space provided for marking the ballot for voting by hand or machine:

PROPOSITION NO. 3

Yes ☐
No ☐

Section 5. Sections 1 and 2 of this Resolution shall become effective only if the proposition described in Section 3 is approved by a majority of the qualified voters voting on the proposition at the March 5, 2013 regular City election. The remaining sections of this Resolution shall become effective upon passage and approval.

PASSED AND APPROVED THIS 8th DAY OF FEBRUARY, 2013




James Kallander, Mayor

ATTEST:


Susan Bourgeois, City Clerk

A MEMO FROM SUSAN BOURGEOIS, CMC, CITY CLERK

DATE: July 29, 2014

TO: Mayor and City Council

SUBJECT: Parks & Recreation Commission Appointments

There are **three** vacant seats on the Parks and Recreation Commission. The Clerk's Office began advertising these vacancies on July 24, 2014 and has asked for letters to be submitted with no deadline in hopes of making appointments at any of the upcoming Council meetings. At the time of printing of this packet one letter has been received from **Miriam Dunbar** expressing interest in appointment to the Parks and Recreation Commission. If there are other letters received by the Clerk up until the date of the meeting, I will bring them with me to the meeting for further consideration.

RECOMMENDED ACTION: **Mayor Kacsh** will consider the letters received up to and including letters received on August 6, 2014 and ask Council to concur with his appointments.

RECOMMENDED MOTION: Move to approve Mayor Kacsh's appointment(s):

to the Parks and Recreation Commission of the following:

	to a seat to expire November 2014
	to a seat to expire November 2015
	to a seat to expire November 2015

REQUIRED ACTION: Majority voice vote.

July 29, 2014

Mayor James Kacsh:

I would like to serve on the Parks & Recreation Commission. I am a regular user of Bidarki, an occasional user of Skater's Cabin, and a believer in recreation for everyone. I am a city employee (Library Director), but I am under the impression that this will not be a conflict of interest. Thank you for your time.

Miriam Dunbar

CORDOVA CENTER

ENERGY AND LIFE CYCLE COST ANALYSIS

DRAFT REPORT

PREPARED FOR:
MINCH RITTER VOELCKERS ARCHITECTS
JUNE, 2005

PREPARED BY:
Alaska Engineering & Energy Consultants, LLC

25200 Amalga Harbor • Juneau, Alaska 99801
(907) 789-1226 • Fax: (907) 789-2950 • jrehfeldt@alaska.com

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Section 1

Executive Summary

This report is an energy and life cycle cost analysis for the Cordova Center. The scope of this work is to predict annual energy costs and to evaluate and recommend energy conservation measures (ECMs) that will provide a cost savings over the life of the building. The analysis is performed by Jim Rehfeldt, P.E. of Alaska Engineering & Energy Consultants, LLC as a subconsultant to the prime architectural firm of Minch Ritter Voelckers Architects.

Energy use predictions are only as accurate as the information used to model the building. The most challenging component of predicting the future energy use comes in predicting how the building will be used. The estimate of use was developed using historical data with a projection that use will increase with a modern, larger facility.

Energy Conservation Measures (ECMs)

The following ECMs are recommended for inclusion into the building:

Belowground Wall Insulation

An energy and life cycle cost analysis was performed to optimize the wall insulation by comparing expanded polystyrene insulation thickness' of 1" (R-4.8), 2" (R-9.6), and 3" (R-14.4).

The analysis determined that 2" rigid insulation is the optimal wall insulation level.

Floor Perimeter Insulation

An energy and life cycle cost analysis was performed to optimize the floor perimeter insulation by comparing EPS perimeter insulation thicknesses of 2" EPS (R-8.7), 3" EPS (R-13.1), and 4" EPS (R-17.4).

The analysis determined that the 3" EPS is a slightly more optimal floor perimeter insulation thickness than the 4" EPS.

Roof Insulation

An energy and life cycle cost analysis was performed to optimize the roof insulation by comparing blown-in roof insulation values of R-30, R-35, and R-40.

The analysis determined that R-34 is the optimal roof insulation value.

North, South, and East Facing Windows

An energy and life cycle cost analysis was performed to optimize the windows by comparing a double pane, low-e, argon filled unit (R-2.3) with a 1-1/2" thick unit which consists of a clear, low-e coated film that is suspended in the air space of a double insulating glass unit. Two styles were evaluated: HM-88 which has a single low-e coat (R-value = 4.3) and HM-TC88 which has a twin low-e coat (R-value = 5.6).

The analysis determined that the HM-TC88 window provides the greatest life cycle savings.

West Facing Windows

An energy and life cycle cost analysis was performed to optimize the windows by comparing a double pane, low-e, argon filled unit (R-2.3) with a 1-1/2" thick unit which consists of a clear, low-e coated film that is suspended in the air space of a double insulating glass unit. Two styles were evaluated: HM-TC88 which has a twin low-e coat (R-value = 5.6, shading coefficient = 0.62) and HM-SC75 which has a single low-e coat (R-value = 4.8, shading coefficient = 0.41). The HM-SC75 window has a lower shading coefficient which reduces the amount of solar heat gain through the windows.

The analysis determined that the HM-TC88 window provides a slightly higher life cycle savings than the HM-SC75. However, the HM-SC75 window is recommended because it will block 25% more solar heat gain which will reduce building cooling loads.

Radiant Heating Optimization

An energy and life cycle cost analysis was performed to determine if radiant floor slab or radiant panels are optimal for the building.

The analysis determined that radiant panels have a lower life cycle cost.

Displacement Ventilation Optimization

An energy and life cycle cost analysis was performed to optimize whether a return air system, a 100% outside air system, or a 100% outside air system with heat recovery is optimal for the building.

The analysis determined that the proposed system which utilizes return air to preheat the outside air is optimal for the building. The return air system has a lower life cycle cost than the 100% outside air system and the 100% outside air system with heat recovery.

Foyer System Heat Recovery Optimization

An energy and life cycle cost analysis was performed for the foyer system, which has a high percentage of outside air, to determine if adding heat recovery to the system is optimal for the system. Heat recovery options that are evaluated include using a heat recovery cell or using heat recovery coils and a piping loop.

The analysis determined that both methods of heat recovery offer a life cycle savings. The savings for the heat recovery cell is greater than for the heat recovery coils.

Boiler Plant Optimization

An energy and life cycle cost analysis was performed to compare a boiler plant using three boilers sized at 25%, 45%, and 45% of the design heating load with a plant using two boilers sized at 70% of the design heating load.

The analysis determined that the three boiler plant is optimal for the building.

Hydronic Heating Pumping Optimization

An energy and life cycle cost analysis was performed to compare variable speed and constant speed pumps for the building hydronic heating loop.

The analysis determined that the constant speed pumps are optimal for the building.

Kitchen Equipment

An energy and life cycle cost analysis was performed to determine if a propane-powered oven and range will have a lower life cycle cost.

The analysis determined that propane equipment has a lower life cycle cost of \$19,500.

Predicted Energy Consumption and Costs

Energy costs for the Cordova Center were determined based on the building as configured at conceptual design. The analysis is highly dependant upon an estimate of building use which is provided in the appendix. The prediction also assumes that the recommended ECMs will be incorporated into the project.

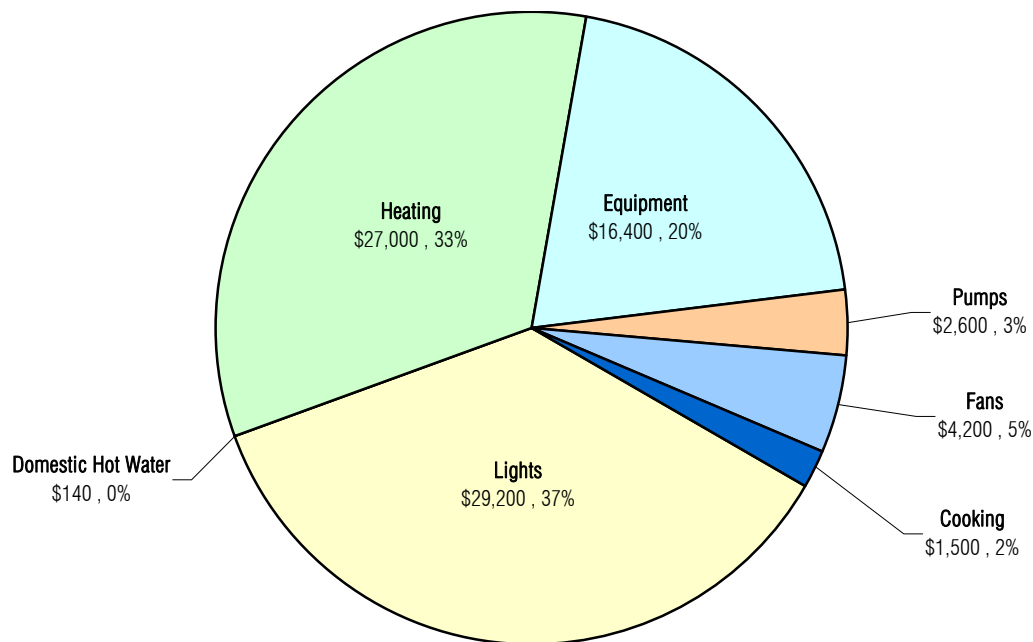
Energy costs are estimated to be \$86,300 per year. The following table and chart show the distribution of costs. A few observations on energy costs follow:

- Energy Use Breakdown: Building heat accounts for 67% of energy consumption, electricity 31%, and cooking equipment 2%.
- Energy Cost Breakdown: Building heat accounts for 31% of the energy costs, electricity 67%, and cooking equipment 2%.
- The effective electricity cost for the building—sum of energy and demand charges—is 26.2¢/kWh. The fuel oil cost for the building is \$2.32/gal.
- On a per unit energy basis, electricity costs 4.6 times the cost of fuel oil.
- Lighting and equipment energy costs are higher than typically seen for this type of building due to the high cost of electricity in Cordova.

Predicted Energy Consumption and Cost

	HVAC ¹	Non-HVAC ²	Total
Consumption			
Electricity, kWh	27,900	194,100	222,000
Fuel oil, gal	11,500	0	11,500
Propane, gal	0	427	427
Cistern cooling, gal	55,600	0	55,600
Cost, 2006 dollars			
Electricity	\$ 7,300	\$ 50,800	\$ 58,100
Fuel Oil	\$ 26,700	\$ 0	\$ 26,700
Propane	0	\$1,500	\$ 1,500
Total	\$ 34,000	\$ 52,300	\$ 86,300

1. HVAC System includes ventilation, heating, air-conditioning, and domestic hot water
2. Non-HVAC includes lighting and electrical equipment such as computers, kitchen equipment, refrigerators, elevator, etc.



Predicted 2006 Energy Costs

Section 2

Introduction

This report is an energy and life cycle cost analysis for the Cordova Center. The scope of this work is to predict annual energy costs and to evaluate and recommend energy conservation measures that will provide a cost savings over the life of the building.

The energy and life cycle cost analysis is performed by Jim Rehfeldt, P.E. of Alaska Engineering & Energy Consultants, LLC as a subconsultant to the prime architectural firm of Minch Ritter Voelckers Architects.

The report consists of the following sections:

- **Energy and Economic Criteria:** Establishes the economic basis for the life cycle cost analysis including predictions for future energy costs.
- **Energy Conservation Measures:** Several energy conservation measures (ECMs) are analyzed to see if they will reduce the life cycle cost of the building. The ECMs pertain to the building envelope and heating, ventilating, and air-conditioning systems.
- **Predicted Energy Consumption and Cost:** A computer energy model is utilized to predict energy use and costs for the building.

Appendix

The appendix contains the following information:

- **Schedules:** Detailed listing of occupancy, lighting, equipment and HVAC schedules that form the basis of the energy usage prediction and energy and life cycle cost analysis.
- **Equipment Loads:** Detailed listing of equipment loads in each room of the building.
- **Life Cycle Cost Calculations:** Calculation of life cycle costs for each ECM.

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Section 3

Economic and Energy Criteria

Economic factors and energy cost projections are critical to the findings of the life cycle cost analysis. There are numerous sources for these factors and differences of opinion abound. For this reason, the factors use should be agreeable to the project team.

ECONOMIC CRITERIA

The method used for the life cycle cost analysis is based on the National Institute of Standards and Technology Handbook 135—Life Cycle Cost Analysis. NIST Handbook 135 establishes methodology and criteria for evaluating energy projects in federal facilities.

Definitions

- Nominal Discount Rate: The rate of return on an investment
- General Inflation Rate: The average rate of change in the cost of all commodities due to inflation.
- Escalation Rate: The rate of change in the cost of a commodity relative to the general inflation rate.
- Real Discount Rate: The actual rate of return when the rate of inflation is considered.

Economic Period

The Cordova Center is planned for construction during 2005 and 2006. Cost estimates are based on Year 2006 dollars. A twenty-five year economic period is used for the life cycle cost analysis.

Discount and Inflation Rates

- Nominal Discount Rate: The City of Cordova plans to construct the project using community donations and grants. If the city was to use the bonds to fund the project, it is estimated that they would have a nominal interest rate of 5.5%.
- General Inflation Rate: The Economic Report of the President's Council of Economic Advisors publishes the general inflation rate for short and long-term periods. Their April, 2004 report projects the general inflation rate to be 1.75% per year over the next twenty-five years.
- Real Discount Rate: From the nominal discount rate and general inflation rate, a real discount rate of 3.7% is calculated. The real rate is the discount rate that will be applied to constant dollar cash flows in the life cycle cost analysis.

METHODOLOGY

The life cycle cost analysis uses cash flows expressed in constant dollars. Estimated construction costs for the various alternatives are based on Year 2006 dollars. Future cash flows are converted to present worth using the real discount rate.

If an energy conservation measure creates changes in annual costs, such as maintenance, they are treated as recurring cash flows that escalate over time at the general inflation rate. Escalation rates are utilized to account for future energy costs that vary at a rate other than the general inflation rate.

ENERGY SOURCES AND COSTS

Electricity

Electricity will be supplied by Cordova Electric Cooperative, Inc. (CEC). Power generation facilities utilized by CEC include hydroelectric and diesel plants. Currently, the hydroelectric plants supply 65% of the communities annual electrical use.

The Cordova Center will be billed for electricity under CEC's Rate Class 800, Large Power which includes charges for both electrical consumption (kWh) and peak electric demand (kW). Electrical consumption is the amount of energy consumed while electric demand is the maximum rate of consumption. CEC determines the electric demand by averaging demand over a continuously sliding fifteen minute window. The highest fifteen minute average during the billing period determines the peak demand. The following table lists the current electric charges that were incorporated into the analysis:

CEC Large Power Rate Class 800	
Item	Charge
Energy Charge	
First 5,000 kWh	17.688 cents / kWh
Next 20,000 kWh	15.688 cents / kWh
Over 25,000 kWh	13.688 cents / kWh
Demand Charge	\$7.00 kW
Monthly Service Charge	\$50.00
Fuel Cost Adjustment	2.7 cents per kWh

CEC estimates that electricity prices will increase 18% over the next 15 years. Assuming that price increases are linear, this equates to a 1.2% electricity inflation rate or a de-escalation rate of 0.55% below the general inflation rate of 1.75%.

Fuel Oil

The City of Cordova receives oil deliveries from Orca Oil. The price of fuel has fluctuated widely, and trended upward, over the past year. The price in June of 2005 is \$2.26 per gallon.

Estimating the future price of oil is not an exact science. Excerpts from the predictions of energy agencies are provided below.

- Annual Energy Outlook 2004, Energy Information Administration: Oil prices are predicted to rise at a 0.6% escalation rate above the general inflation rate.
- NIST Handbook 135 – Life Cycle Cost Analysis, Energy Price Indices and Discount Factors, Published in April 2004: Oil prices are predicted to escalate at a rate of 0.6% above the general inflation rate.

Given the increasing volatility in world oil markets, it is believed that future oil prices will escalation at a rate of 1% above the general inflation rate. As such, the current fuel cost of \$2.26 per gallon is inflated at 2.75% per year to obtain a base year (2006) price of \$2.32 per gallon.

Summary

The following economic and energy factors are recommended for the Cordova Center energy and life cycle cost analysis.

Economic and Energy Factors	
Factor	Rate or Cost
Nominal Discount Rate	5.5%
Real Discount Rate	3.69%
General Inflation Rate	1.75%
Electricity Inflation	1.2%
Fuel Inflation	2.75%
Electricity Cost	Current rates ¹
Fuel Oil Costs (2006)	\$2.32/gal

1. Current electricity costs are inflated at 1.2% to 2006.

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Section 4

Energy Conservation Measures

INTRODUCTION

An energy and life cycle cost analysis was performed for several energy conservation measures (ECMs). The purpose of the analysis is to identify energy conservation measures that will minimize the life cycle cost of the building.

The following ECMs were analyzed:

- Wall insulation, perimeter foundation insulation, roof insulation, and windows
- Displacement ventilation strategy with and without heat recovery
- Heat recovery for the library and foyer systems
- Radiant floor and radiant panel heating
- Boiler plant optimization
- Hydronic heating system pumping optimization

Energy Analysis

The energy analysis was performed using Carrier Corporation's Hourly Analysis Program (HAP) and spreadsheet calculations. HAP uses a weather data file derived from a twenty year average of weather data. A Juneau weather file was used because Hap does not have a weather file for Cordova.

A computer model of the building is based on architectural, mechanical and electrical design development documents.

Building Use Estimate

Energy use predictions are only as accurate as the information used to model the building. The most challenging component of predicting the future energy use comes in predicting how the building will be used. The estimate of use was developed using historical data with a projection that use will increase with a modern, larger facility. The appendix contains information on predicted building occupancy and equipment loads.

Building Envelope

The architectural model uses the following thermal properties of the building envelope:

- Walls: R-31
- Roof: R-35
- Windows: Double pane, low-e, argon filled, R-2.3
- Foundation Perimeter: R-13.1

Mechanical Systems

The mechanical model is based on preliminary design development information. Air Handling Units (AHUs) for the Museum, Library, City Hall and Auditorium areas are variable air volume systems. The Foyer system is a variable volume heat recovery system. The AHUs serving the Museum, Library, Foyer, and Auditorium have carbon monoxide sensors to vary the ventilation air with actual occupancy. The Museum, Library, City Hall and Foyer systems only operate when the building is occupied. The temperature in these spaces is setback to 60F during unoccupied periods. The Museum AHU conditions continuously to provide a controlled environment for the collections.

Heating is supplied by three hot water boilers. The lead boiler, sized at 25% of the design load, supplies the building during low heating demand periods. The lag boilers, sized at 45% of the design load, supplement the lead boiler when needed. The hydronic heating system that supplies the building has a primary/secondary arrangement. Each boiler has a constant speed primary pump which circulates water through it when it is firing. A secondary loop supplies heating water to the heating units.

Cooling is supplied by a rain water that is collected from the roof and stored in a cistern under the building. The water is supplied to cooling coils in the Museum, Library, Foyer, and City Hall systems by a constant speed distribution loop. Domestic hot water is heated by the boilers in an indirect hot water maker.

Lighting

The lighting model is based on the following allowable lighting levels in ASHRAE Standard 90.1 *Energy Standard for Buildings Except Low-Rise Residential Buildings*. The opportunity for daylighting to reduce lighting energy consumption is not included in the model.

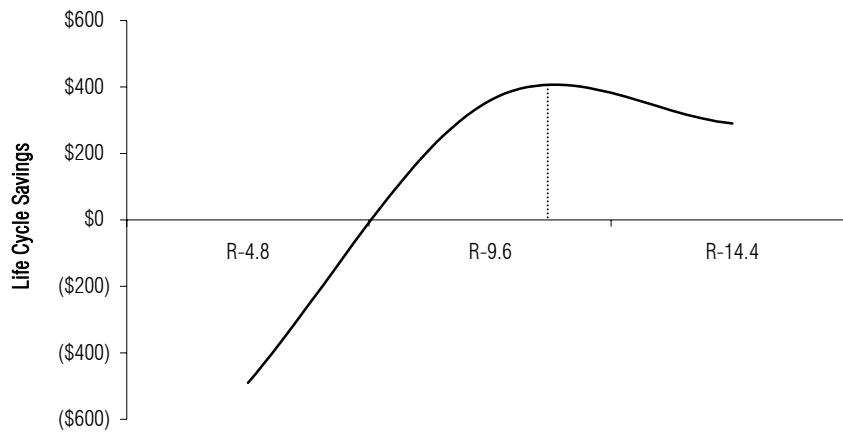
Lighting Energy Density Allowances, watts / ft ²			
Room	watts / ft ²	Room	watts / ft ²
Conference	1.5	Stacks	1.9
Auditorium	1.8	Reading	1.8
Corridors	0.7	Offices	1.5
Education	1.6	Toilet Rooms	1.0
Storage Rooms	1.1	Museum	1.6
Mech/Elec	1.3	Foyer	1.8

BUILDING ENVELOPE ECMS

Belowground Wall Insulation

An energy and life cycle cost analysis was performed to optimize the wall insulation by comparing expanded polystyrene insulation thickness' of 1" (R-4.8), 2" (R-9.6), and 3" (R-14.4).

The analysis determined that 2" rigid insulation is the optimal wall insulation level.

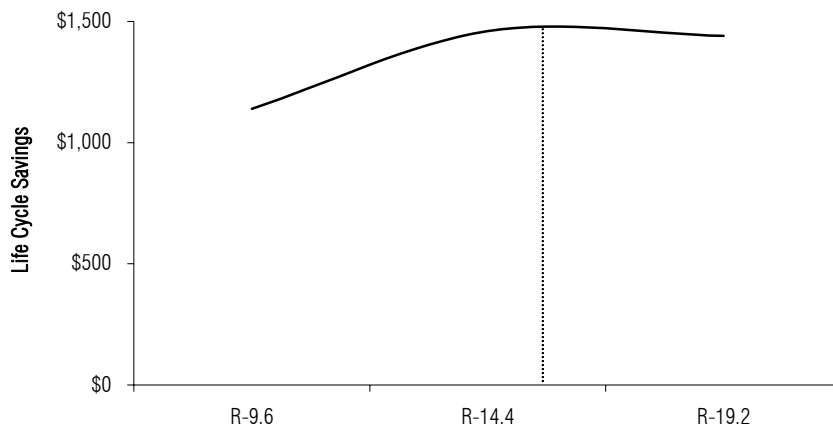


Belowground Wall Insulation Optimization

Floor Perimeter Insulation

An energy and life cycle cost analysis was performed to optimize the floor perimeter insulation by comparing EPS perimeter insulation thicknesses of 2" EPS (R-8.7), 3" EPS (R-13.1), and 4" EPS (R-17.4).

The analysis determined that the 3" EPS is a slightly more optimal floor perimeter insulation thickness than the 4" EPS.

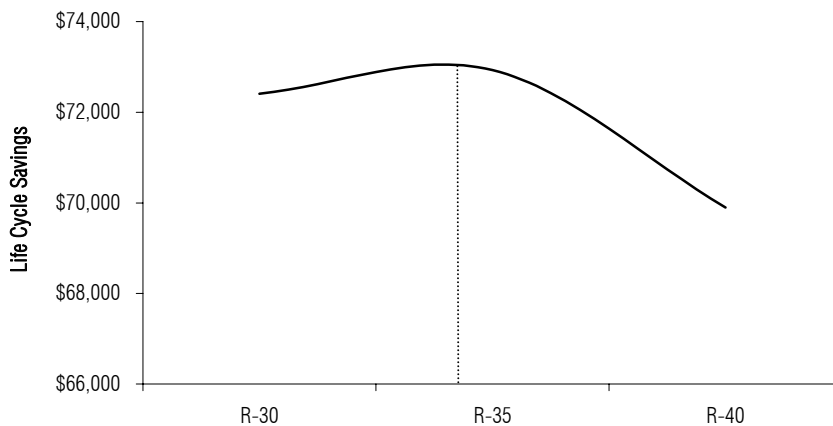


Floor Perimeter Insulation Optimization

Roof Insulation

An energy and life cycle cost analysis was performed to optimize the roof insulation by comparing roof insulation values of R-30, R-35, and R-40.

The analysis determined that R-34 is the optimal roof insulation value.

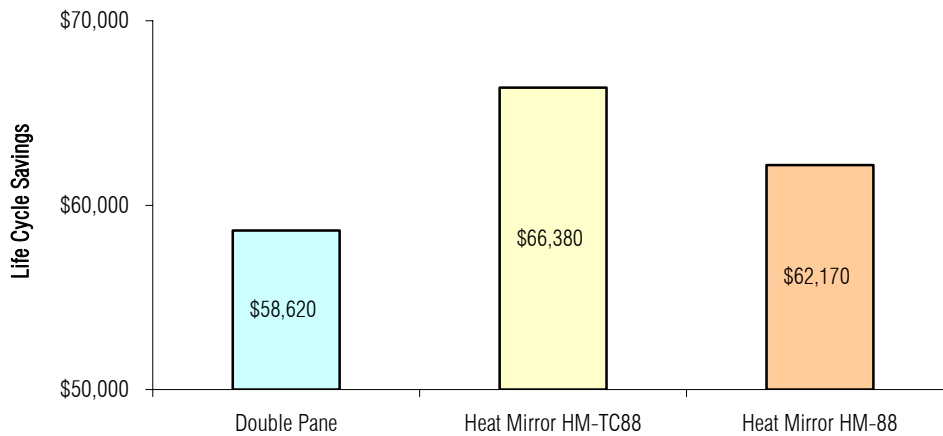


Roof Insulation Optimization

North, South, and East Facing Windows

An energy and life cycle cost analysis was performed to optimize the windows by comparing a double pane, low-e, argon filled unit (R-2.3) with a 1-1/2" thick unit which consists of a clear, low-e coated film that is suspended in the air space of a double insulating glass unit. Two styles were evaluated: HM-88 which has a single low-e coat (R-value = 4.3) and HM-TC88 which has a twin low-e coat (R-value = 5.6).

The analysis determined that the HM-TC88 window provides the greatest life cycle savings.

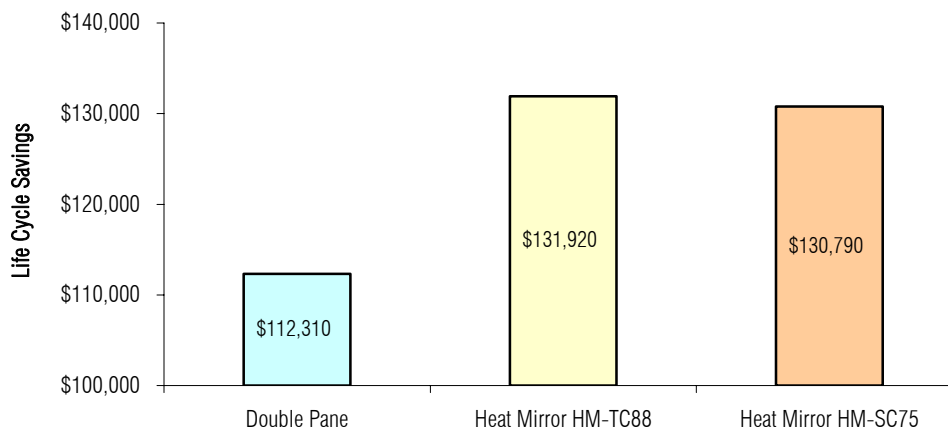


North, South, and East Facing Window Optimization

West Facing Windows

An energy and life cycle cost analysis was performed to optimize the windows by comparing a double pane, low-e, argon filled unit (R-2.3) with a 1-1/2" thick unit which consists of a clear, low-e coated film that is suspended in the air space of a double insulating glass unit. Two styles were evaluated: HM-TC88 which has a twin low-e coat (R-value = 5.6, shading coefficient = 0.62) and HM-SC75 which has a single low-e coat (R-value = 4.8, shading coefficient = 0.41). The HM-SC75 window has a lower shading coefficient which reduces the amount of solar heat gain through the windows.

The analysis determined that the HM-TC88 window provides a slightly higher life cycle savings than the HM-SC75. However, the HM-SC75 window is recommended because it will block 25% more solar heat gain which will reduce building cooling loads.



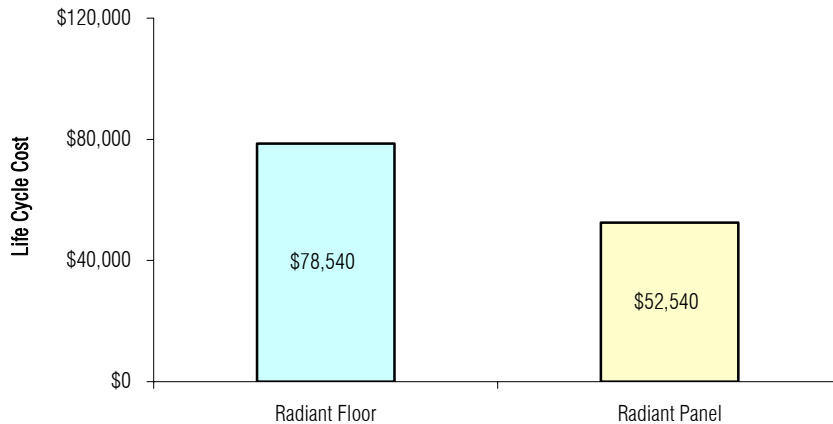
West Facing Window Optimization

HEATING, VENTILATING, AND AIR-CONDITIONING ECMS

Radiant Heating Optimization

An energy and life cycle cost analysis was performed to determine if radiant floor slab or radiant panels are optimal for the building.

The analysis determined that radiant panels have a lower life cycle cost.



Radiant Heating Optimization

Displacement Ventilation Optimization

An energy and life cycle cost analysis was performed to optimize whether a return air system, a 100% outside air system, or a 100% outside air system with heat recovery is optimal for the building.

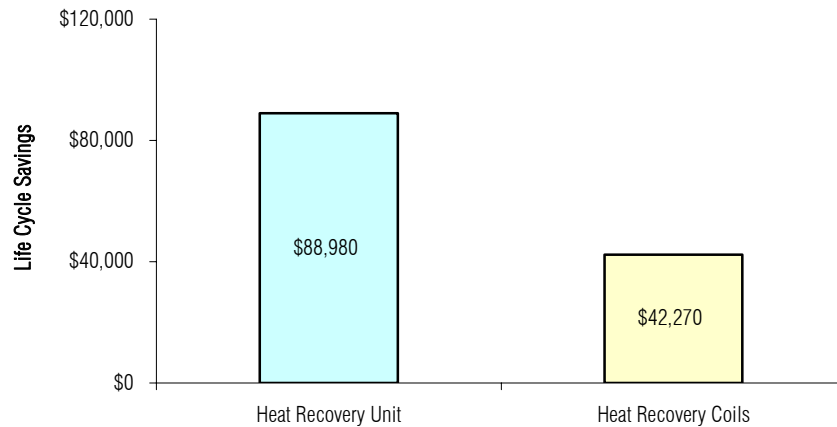
The analysis determined that a return air system which preheats the outside air is optimal for the building.

The analysis determined that the proposed system which utilizes return air to preheat the outside air is optimal for the building. The return air system has a \$28,200 lower life cycle cost than the 100% outside air system and a \$49,000 lower life cycle cost than the 100% outside air system with heat recovery.

Foyer System Heat Recovery Optimization

An energy and life cycle cost analysis was performed for the foyer system, which has a high percentage of outside air, to determine if adding heat recovery to the system is optimal for the system. Heat recovery options that are evaluated include using a heat recovery cell or using heat recovery coils and a piping loop.

The analysis determined that both systems offer a life cycle savings, but the heat recovery cell provides a higher life cycle savings than the heat recovery coils.



Foyer Heat Recovery Optimization

Boiler Plant Optimization

An energy and life cycle cost analysis was performed to compare a boiler plant using three boilers sized at 25%, 45%, and 45% of the design heating load with a plant using two boilers sized at 70% of the design heating load.

The analysis determined that the three boiler plant offers a life cycle savings of \$15,200.

Hydronic Heating Pumping Optimization

An energy and life cycle cost analysis was performed to compare variable speed and constant speed pumps for the building hydronic heating loop.

The analysis determined that the constant speed pumps offer a life cycle savings of \$600.

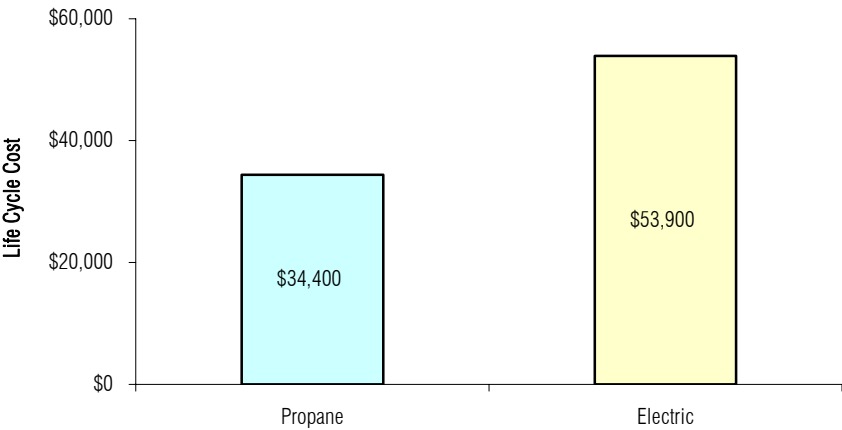
EQUIPMENT

Kitchen Equipment

The kitchen is designed with electric cooking equipment. An energy and life cycle cost analysis was performed to determine if a propane-powered oven and range will have a lower life cycle cost.

The analysis determined that propane equipment has a \$19,500 lower life cycle cost. The life cycle cost of the electrical equipment is higher than propane equipment because of high demand charges that comprise 71% of the annual electric bill. The propane equipment displaces 25 kW of electrical demand charges each month. The following table summarizes the findings. This ECM is recommended.

Propane and Electric Cooking Equipment Life Cycle Cost			
Life Cycle Cost	Electric	Propane	Change
Construction Cost	\$2,000	\$7,000	+\$5,000
Maintenance Cost	\$0	\$1,500	+\$1,500
Energy Cost	\$51,900	\$25,900	-\$26,000
Total	\$53,900	\$34,400	-\$19,500



Propane Cooking Equipment

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Section 5

Energy Consumption and Costs

PREDICTED ENERGY CONSUMPTION AND COSTS

Energy costs for the Cordova Center were determined based on the building as configured at conceptual design. The analysis is highly dependant upon an estimate of building use which is provided in the appendix. The prediction also assumes that the recommended ECMs will be incorporated into the project.

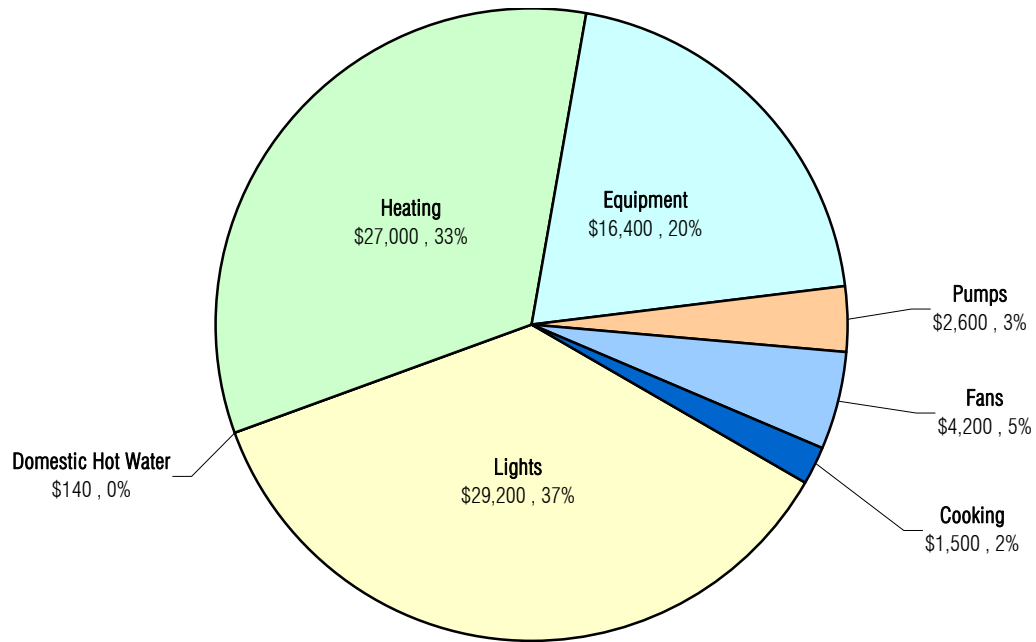
Energy costs are estimated to be \$86,300 per year. The following table and chart show the distribution of costs. A few observations on energy costs follow:

- Energy Use Breakdown: Building heat accounts for 67% of energy consumption, electricity 31%, and cooking equipment 2%.
- Energy Cost Breakdown: Building heat accounts for 31% of the energy costs, electricity 67%, and cooking equipment 2%.
- The effective electricity cost for the building—sum of energy and demand charges—is 26.2¢/kWh. The fuel oil cost for the building is \$2.32/gal.
- On a per unit energy basis, electricity costs 4.6 times the cost of fuel oil.
- Lighting and equipment energy costs are higher than typically seen for this type of building due to the high cost of electricity in Cordova.

Predicted Energy Consumption and Cost			
	HVAC ¹	Non-HVAC ²	Total
Consumption			
Electricity, kWh	27,900	194,100	222,000
Fuel oil, gal	11,500	0	11,500
Propane, gal	0	427	427
Cistern cooling, gal	55,600	0	55,600
Cost, 2006 dollars			
Electricity	\$ 7,300	\$ 50,800	\$ 58,100
Fuel Oil	\$ 26,700	\$ 0	\$ 26,700
Propane	0	\$1,500	\$ 1,500
Total	\$ 34,000	\$ 52,300	\$ 86,300

1. HVAC System includes ventilation, heating, air-conditioning, and domestic hot water

2. Non-HVAC includes lighting and electrical equipment such as computers, kitchen equipment, refrigerators, elevator, etc.



Predicted 2006 Energy Costs

Appendix A

Energy and Life Cycle Cost Data Sheets

Cordova Center
Occupancy, Lights, Equipment, and HVAC (averages of estimated use)

	Occupancy			Lights			Equipment			HVAC Systems	
	Number	Days	Hours	Percent	Days	Hours	Watts	Days	Hours	Days	Hours
First Floor											
lobby 101	-	-	-	100	su	8am-7pm	-	-	-	Foyer AHU	
	-	-	-	100	m-sa	7am-10pm	-	-	-	su	7am-7pm
	-	-	-	10		remaining	-	-	-	m-sa	6am-10pm
receiving/trash 104	-	-	-	10	su-sa	8am-6pm	-	-	-	Foyer AHU	
Second Floor											
work room 201	1	m	2pm-4pm	100	m	2pm-4pm	-	-	-	Foyer AHU	
collection storage 203	-	-	-	10	su-sa	8am-6pm	-	-	-	Museum AHU	
mechanical 204	-	-	-	10	su-sa	8am-6pm	-	-	-	hydronic	
electrical 205	-	-	-	10	su-sa	8am-6pm	-	-	-	hydronic	
elevator equip 206	-	-	-	10	su-sa	8am-6pm	2,500	su-sa	8am-6pm	hydronic	
Third Floor											
lobby 301	5	su	9am-6pm	100	su	8am-7pm	-	-	-	Foyer AHU	
	5	m-sa	8am-9pm	100	m-sa	7am-10pm					
	30	tu	6pm-7pm	10	-	remaining					
	19	tu	9pm-10pm								
	150	w(2xyr)	10am-8pm								
	150	sa	6pm-7pm								
	150	sa	9pm-10pm								
community room 302	16	m	8am-5pm	100	m	8am-5pm	17	m	8am-5pm	Foyer AHU	
	24	tu, th	6pm-8pm	100	tu-th	5pm-8pm	17	tu, th	6pm-8pm		
	40	w	8am-12pm	100	w	8am-12pm	17	w	8am-12pm		
	40	w	6pm-8pm	100	w	5pm-8pm	17	w	6pm-8pm		
community room 303	12	m,w,f	10am-12pm	100	m,w,f	10am-12pm	17	m,w,f	10am-12pm	Foyer AHU	
	15	m,w,f	7pm-9pm	100	m,w,f	7pm-9pm	17	m,w,f	7pm-9pm		
	15	tu	8am-5pm	100	tu	8am-5pm	17	tu	8am-5pm		
	40	tu	7pm-9pm	100	tu	7pm-9pm	17	tu	7pm-9pm		
	15	th	11am-1pm	100	th	11am-1pm	17	th	11am-1pm		
storage 304	-	-	-	10	su-sa	8am-6pm	-	-	-	Foyer AHU	
offices 305-314	1	m-f	8am-5pm	100	m-f	8am-5pm	181 85	m-f -	8am-5pm remaining	City Hall AHU	
										m-f	7am-6pm

Alaska Engineering & Energy Consultants, LLC

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Schedules

March 2, 2005

Cordova Center

Occupancy, Lights, Equipment, and HVAC (averages of estimated use)

	Occupancy			Lights			Equipment			HVAC Systems	
	Number	Days	Hours	Percent	Days	Hours	Watts	Days	Hours	Days	Hours
electrical 315	-	-	-	10	su-sa	8am-6pm	1,550	su-sa	24 hrs	City Hall AHU	
break 316	1	m-f	11am-12pm	100	m-f	11am-2pm	197	m-f	12pm-1pm	City Hall AHU	
	4	m-f	12pm-1pm				40	-	remaining		
	1	m-f	1pm-2pm								
restroom 320	-	-	-	10	m-f	8am-5pm	38	m-f	8am-5pm	City Hall AHU	
janitor 321	-	-	-	10	su-sa	8am-6pm	-	-	-	Foyer AHU	
mechanical 322	-	-	-	10	su-sa	8am-6pm	-	-	-	City Hall AHU	
printers 324	-	-	-	10	su-sa	8am-6pm	251 30	m-f -	8am-5pm remaining	City Hall AHU	
reception/wait 325	1	m-f	8am-5pm	100	m-f	8am-5pm	181 85	m-f m-f	8am-5pm remaining	City Hall AHU	
vault 327	-	-	-	10	su-sa	8am-6pm	-	-	-	City Hall AHU	
files 328	-	-	-	50	su-sa	8am-6pm	-	-	-	City Hall AHU	
record storage 330	-	-	-	50	su-sa	8am-6pm	-	-	-	City Hall AHU	
conference/mayor 332	10	m,w,f	10am-12pm	100	m,w,f	10am-12pm	141	m,w,f	10am-12pm	Foyer AHU	
	1	sa	10am-2pm	100	sa	10am-2pm	141	sa	10am-2pm		
							35	-	remaining		
kitchen storage 333	-	-	-	10	su-sa	8am-6pm	-	-	-	Foyer AHU	
chair storage 334	-	-	-	10	su-sa	8am-6pm	-	-	-	Foyer AHU	
warming kitchen 335	2	w	11am-2pm	100	w	11am-2pm	xx	w	11am-2pm	Foyer AHU	
	3	monthly	3pm-8pm	100	monthly	3pm-8pm	xx	monthly	3pm-8pm		
	3	semian	10am-8pm	100	semian	10am-8am	xx	semian	10am-8am		
men women 338/339	-	-	-	100	su	8am-7pm	126	m-sa	7am-10pm	Foyer AHU	
				100	m-sa	7am-10pm	126	su	8am-7pm		
a/v manager 340	1	m-f	8am-5pm	100	m-f	8am-5pm	xx	m-f -	8am-5pm remaining	Foyer AHU	

Cordova Center
Occupancy, Lights, Equipment, and HVAC (averages of estimated use)

	Occupancy			Lights			Equipment			HVAC Systems	
	Number	Days	Hours	Percent	Days	Hours	Watts	Days	Hours	Days	Hours
auditorium 342	220	sa	7pm-10pm	100	sa	6pm-7pm	-	-	-	Auditorium AHU	
	-	-	-	100	sa	9pm-10pm	-	-	-	m-f	10am-12pm
	45	tu	7pm-10pm	100	w	6pm-7pm	-	-	-	tu	7pm-10pm
				100	w	9pm-10pm	-	-	-	w	5pm-9pm
stage 343										sa	7pm-10pm
	30	m-f	10am-12pm	100	m-f	10am-12pm	2,000	w	5pm-9pm	Auditorium AHU	
	10	w	5pm-9pm	100	w	5pm-9pm	40,000	sa	7pm-10pm		
sets 344	2	th	8am-12pm	100	th	8am-12pm	200	th	8am-12pm	Auditorium AHU	
storage 345	-	-	-	10	su-sa	8am-6pm	-	-	-	Auditorium AHU	
restroom 346	-	-	-	10	sa	6pm-11pm	19	sa	6pm-11pm	Auditorium AHU	
					m-f	10am-12pm	19	m-f	10am-12pm		
back of house 347-350	10	sa	6pm-11pm	100	sa	6pm-11pm	-	-	-	Auditorium AHU	
	2	m-f	10am-12pm	100	m-f	10am-12pm	-	-	-		
project room 351	12	m-f	2pm-8pm	100	m-f	2pm-8pm	-	-	-	Foyer AHU	
<u>Forth Floor</u>											
vestibule 401	-	-	-	100	su	8am-7pm	-	-	-	hydronic	
				100	m-sa	7am-10pm	-	-	-		
				10	-	remaining	-	-	-		
							-	-	-		
lobby 402	2	su	9am-6pm	100	su	8am-7pm	-	-	-	Foyer AHU	
	2	m-sa	8am-9pm	100	m-sa	7am-10pm	-	-	-		
	8	tu	6pm-7pm	10	-	remaining	-	-	-		
	8	tu	9pm-10pm				-	-	-		
	50	w(2xylr)	10am-8pm								
	50	sa	6pm-7pm								
	50	sa	9pm-10pm								
balcony 403	3	su	9am-6pm	100	su	8am-7pm	-	-	-	Foyer AHU	
	3	m-sa	8am-9pm	100	m-sa	7am-10pm	-	-	-		
	12	tu	6pm-7pm	10	-	remaining	-	-	-		
	12	tu	9pm-10pm				-	-	-		
	20	w(2xylr)	10am-8pm								
	20	sa	6pm-7pm								
	25	sa	9pm-10pm								

Cordova Center
Occupancy, Lights, Equipment, and HVAC (averages of estimated use)

	Occupancy			Lights			Equipment			HVAC Systems	
	Number	Days	Hours	Percent	Days	Hours	Watts	Days	Hours	Days	Hours
reception/gift 404										Museum AHU	
summer	1	su-sa	10am-6pm	100	su-sa	9am-6pm	50	su-sa	10am-6pm	su-sa	8am-6pm
winter	1	m-f	10am-6pm	100	m-f	9am-6pm	50	m-f	10am-6pm	m-f	8am-6pm
temporary galleries 406										Museum AHU	
summer	4	su-sa	10am-6pm	100	su-sa	9am-6pm	-	-	-		
winter	12	m,t,f	10am-11am	100	m-f	9am-6pm	-	-	-		
	2	m,t,f	11am-6pm								
	2	t,th	10am-6pm								
storage 407										Museum AHU	
summer	-	-	-	10	su-sa	9am-6pm	-	-	-		
winter	-	-	-	10	m-f	9am-6pm	-	-	-		
corridor 408										Museum AHU	
summer	-	-	-	100	su-sa	9am-6pm	-	-	-		
winter	-	-	-	100	m-f	9am-6pm	-	-	-		
galleries 409										Museum AHU	
summer	5	su-sa	10am-6pm	100	su-sa	9am-6pm	-	-	-		
winter	17	m,t,f	10am-11am	100	m-f	9am-6pm	-	-	-		
	2	m,t,f	11am-6pm								
	2	t,th	10am-6pm								
corridor 410	-	-	-	100	m-f	8am-5pm	177 40	m-f -	8am-5pm remaining	Museum AHU	
office 411	1	m-f	8am-5pm	100	m-f	8am-5pm	157 35	m-f -	8am-5pm remaining	Museum AHU	
director 412	1	m-f	8am-5pm	100	m-f	8am-5pm	141 35	m-f -	8am-5pm remaining	Museum AHU	
collections manage 413	1	m-f	8am-5pm	100	m-f	8am-5pm	71 30	m-f -	8am-5pm remaining	Museum AHU	
restroom 414										Museum AHU	
summer	-	-	-	10	su-sa	9am-6pm	19	su-sa	9am-6pm		
winter	-	-	-	10	m-f	9am-6pm	19	m-f	9am-6pm		
communication 415	-	-	-	10	m-f	8am-5pm	600	su-sa	24 hrs	Museum AHU	
exhibit prep 416	-	-	-	100	m-f	8am-5pm	-	-	-	Museum AHU	

Cordova Center
Occupancy, Lights, Equipment, and HVAC (averages of estimated use)

	Occupancy			Lights			Equipment			HVAC Systems	
	Number	Days	Hours	Percent	Days	Hours	Watts	Days	Hours	Days	Hours
archives 417	-	-	-	25	m-f	8am-5pm	-	-	-	Museum AHU	
janitor 420	-	-	-	10	m-f	8am-5pm	-	-	-	Foyer AHU	
men women 421	-	-	-	100	su	8am-7pm	126	su	8am-7pm	Foyer AHU	
				100	m-sa	7am-10pm					
hall 424										Library AHU	
summer	-	-	-	100	tu-f	9am-8pm	-	-	-	t-f	8am-8pm
				100	sa	12pm-5pm				sa	12am-5pm
winter	-	-	-	100	tu-f	9am-8pm	-	-	-	t-f	8am-8pm
				100	sa	12pm-5pm				sa	12am-5pm
education 425	30	tu	8am-5pm	100	m,t,w,f	8am-5pm	312	tu	8am-5pm	Foyer AHU	
	15	m.w.f	8am-5pm	100	sa	1pm-5pm	312	m.w.f	8am-5pm		
	15	sa	1pm-5pm				312	sa	1pm-5pm		
							125				
storage 426	-	-	-	10	m-f	8am-5pm	58	m-f	8am-5pm	Foyer AHU	
							25	-	remaining		
storage 427	-	-	-	10	m-f	8am-5pm	58	t-f	10am-8pm	Library AHU	
							58	sa	1pm-5pm		
							25	-	remaining		
office 428	1	t-f	10am-8pm	100	tu-f	9am-8pm	258	t-f	10am-8pm	Library AHU	
	1	sa	1pm-5pm	100	sa	12pm-5pm	258	sa	1pm-5pm		
							75	-	remaining		
circulation 429	1	t-f	10am-8pm	100	tu-f	9am-8pm	181	t-f	10am-8pm	Library AHU	
	1	sa	1pm-5pm	100	sa	12pm-5pm	181	sa	1pm-5pm		
							35	-	remaining		
restroom 430	-	-	-	15	tu-f	8am-5pm	19	m-f	8am-5pm	Library AHU	
	-	-	-	15	sa	1pm-5pm	19	sa	1pm-5pm		
children 432											
summer	2	tu-f	10am-8pm	100	tu-f	9am-8pm	303	tu-f	10am-8pm	Library AHU	
	2	sa	1pm-5pm	100	sa	12pm-5pm	303	sa	1pm-5pm		
							60	-	remaining		

Cordova Center
Occupancy, Lights, Equipment, and HVAC (averages of estimated use)

		Occupancy			Lights			Equipment			HVAC Systems	
		Number	Days	Hours	Percent	Days	Hours	Watts	Days	Hours	Days	Hours
winter		2	tu-f	10am-12pm	100	tu-f	9am-8pm	222	tu-f	10am-8pm	Library AHU	
		2	tu-f	12pm-8pm	100	sa	12pm-5pm	222	sa	1pm-5pm		
		2	sa	1pm-5pm				60	-	remaining		
youth 433	summer	2	tu-f	10am-8pm	100	tu-f	9am-8pm	303	tu-f	10am-8pm	Library AHU	
		2	sa	1pm-5pm	100	sa	12pm-5pm	303	sa	1pm-5pm		
								60	-	remaining		
winter		2	tu-f	10am-12pm	100	tu-f	9am-8pm	222	tu-f	10am-8pm	Library AHU	
		2	tu-f	12pm-8pm	100	sa	12pm-5pm	222	sa	1pm-5pm		
		2	sa	1pm-5pm				60	-	remaining		
computer/reference 434	summer	38	tu-f	10am-8pm	100	tu-f	9am-8pm	1,158	tu-f	10am-8pm	Library AHU	
		25	sa	1pm-5pm	100	sa	12pm-5pm	1,158	sa	1pm-5pm		
								185	-	remaining		
winter		35	tu-f	10am-12pm	100	tu-f	9am-8pm	939	tu-f	10am-8pm	Library AHU	
		20	tu-f	12pm-8pm	100	sa	12pm-5pm	939	sa	1pm-5pm		
		15	sa	1pm-5pm				185	-	remaining		
seating 435	summer	15	tu-f	10am-8pm	100	tu-f	9am-8pm	100	tu-f	9am-8pm	Library AHU	
		10	sa	1pm-5pm	100	sa	12pm-5pm	100	sa	12pm-5pm		
	winter	12	tu-f	10am-12pm	100	tu-f	9am-8pm	100	tu-f	9am-8pm	Library AHU	
stacks 436		5	tu-f	12pm-8pm	100	sa	12pm-5pm	100	sa	12pm-5pm		
		4	sa	1pm-5pm								
	summer	5	tu-f	10am-8pm	100	tu-f	9am-8pm	-	-	-	Library AHU	
winter		5	sa	1pm-5pm	100	sa	12pm-5pm	-	-	-		
		5	tu-f	10am-12pm	100	tu-f	9am-8pm	-	-	-		
reading 437		2	tu-f	12pm-8pm	100	sa	12pm-5pm	-	-	-	Library AHU	
		1	sa	1pm-5pm								
	summer	8	tu-f	10am-8pm	100	tu-f	9am-8pm	280	tu-f	9am-8pm	Library AHU	
winter		4	sa	1pm-5pm	100	sa	12pm-5pm	280	sa	12pm-5pm		
								200	tu-f	9am-8pm		
winter		7	tu-f	10am-12pm	100	tu-f	9am-8pm	200	sa	12pm-5pm	Library AHU	
		6	tu-f	12pm-8pm	100	sa	12pm-5pm					
		6	sa	1pm-5pm								

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Equipment Loads

March 2, 2005

Cordova Center

Room	Equipment	Number	in use	watts	standby	watts	Occupied	Unoccupied
Second Floor								
elevator equip 206	hydraulic pump	1	5%	20,000	95%	0	1,000	0
Third Floor								
community room 302	laptop computer	1	10%	20	90%	0	2	0
	a/v projector	1	10%	150	90%	0	15	0
							17	0
community room 303	laptop computer	1	10%	20	90%	0	2	0
	a/v projector	1	10%	150	90%	0	15	0
							17	0
offices 305-314	computer	1	75%	96	25%	15	76	15
	monitor	1	75%	96	25%	15	76	15
	printer	1	5%	500	95%	5	30	5
							181	35
electrical 315	phone switch	1	100%	200	100%	0	200	200
	computer servers	2	100%	300	100%	0	600	600
	network switches	3	100%	150	100%	0	450	450
	security access headend	1	100%	200	100%	0	200	200
	CATV headend	1	100%	100	100%	0	100	100
							1,550	1,550
break 316	refrigerator	1	100%	40	0%	40	40	40
	microwave	1	11%	1,000	89%	0	110	0
	coffee maker	1	100%	47	0%	0	47	0
							197	40
restroom 320	hand dryer	1	2.5%	1,500	98%	0	38	0
		15 seconds per use x 6 uses per hour						
printers 324	printer	2	10%	750	90%	15	177	30
	copier	1	5%	750	85%	15	50	15
							227	45
conference/mayor 332		1	50%	96	50%	15	56	15
		1	50%	96	50%	15	56	15
		1	5%	500	95%	5	30	5
							141	35
men women 338/339	hand dryer	2	4.2%	1,500	96%	0	126	0
		15 seconds per use x 10 uses per hour						

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Equipment Loads

March 2, 2005

Cordova Center

Room	Equipment	Number	in use	watts	standby	watts	Occupied	Unoccupied	
a/v manager 340	computer	1	75%	96	25%	15	76	15	
	monitor	1	75%	96	25%	15	76	15	
	printer	1	5%	500	95%	5	30	5	
	security system	1	100%	200	0%	100	200	100	
	close caption tv	1	100%	200	0%	100	200	100	
							581	235	
stage 343	light board	1	100%	40,000	5%		40,000	0	
	sound board	1			100%		0	0	
sets 344	table saw, drill press, etc.	1	100%	200	0%	0	200	0	
restroom 346	hand dryer	1	1.25%	1,500	99%	0	19	0	
		15 seconds per use x 3 uses per hour							
Forth Floor									
reception/gift 404	cash register	1	100%	50	0%		50	0	
	computer	1	50%	96	50%	15	56	15	
	monitor	1	50%	96	50%	15	56	15	
	printer	1	5%	500	95%	5	30	5	
							191	35	
corridor 410	copier	1	100%	60	0%	0	60	0	
	refrigerator	1	100%	40	0%	40	40	40	
	microwave	1	100%	30	0%	0	30	0	
	hot water maker								
	coffee maker	1	100%	47	0%	0	47	0	
							177	40	
office 411	computer	3	40%	96	60%	15	142	45	
	monitor	3	40%	96	60%	15	142	45	
	printer	1	5%	500	95%	5	30	5	
							314	95	
director 412	computer	1	50%	96	50%	15	56	15	
	monitor	1	50%	96	50%	15	56	15	
	printer	1	5%	500	95%	5	30	5	
							141	35	
collections manage 413	computer	1	50%	96	50%	15	56	15	
	monitor	1	50%	96	50%	15	56	15	
	freezer	1	100%	60	0%	40	60	40	
	printer	1	5%	500	95%	5	30	5	
								201	75

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Equipment Loads

March 2, 2005

Cordova Center

Room	Equipment	Number	in use	watts	standby	watts	Occupied	Unoccupied
restroom 414	hand dryer	1	1.25%	1,500	99%	0	19	0
		15 seconds per use x 3 uses per hour						
communication 415	computer servers	1	100%	300	100%	0	300	300
	network switches	1	100%	150	100%	0	150	150
	security access remote	1	100%	150	100%	0	150	150
							600	600
men women 421/422	hand dryer	2	4.2%	1,500	96%	0	126	0
		15 seconds per use x 10 uses per hour						
education 425	computer	4	25%	96	75%	15	141	60
	monitor	4	25%	96	75%	15	141	60
	printer	1	5%	500	95%	5	30	5
							312	125
storage 427	copier	1	10%	350	90%	25	58	25
office 428	computer	1	50%	96	50%	15	56	15
	monitor	1	50%	96	50%	15	56	15
	printer	1	5%	500	95%	5	30	5
	refrigerator	1	100%	40	0%	40	40	40
	microwave	1	100%	30	0%	0	30	0
	coffee maker	1	100%	47	0%	0	47	0
							258	75
circulation 429	computer	1	75%	96	25%	15	76	15
	monitor	1	75%	96	25%	15	76	15
	printer	1	5%	500	95%	5	30	5
							181	35
restroom 430	hand dryer	1	1.25%	1,500	99%	0	19	0
		15 seconds per use x 3 uses per hour						
child 432-summer	computer	2	75%	96	25%	15	152	30
	monitor	2	75%	96	25%	15	152	30
							303	60
child 432-winter	computer	2	50%	96	50%	15	111	30
	monitor	2	50%	96	50%	15	111	30
							222	60
youth 433-summer	computer	2	75%	96	25%	15	152	30
	monitor	2	75%	96	25%	15	152	30
							303	60

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Equipment Loads

March 2, 2005

Cordova Center

Room	Equipment	Number	in use	watts	standby	watts	Occupied	Unoccupied
youth 433-winter	computer	2	50%	96	50%	15	111	30
	monitor	2	50%	96	50%	15	111	30
							222	60
computer/ref 434-summer	computer	6	95%	96	5%	15	552	90
	monitor	6	95%	96	5%	15	552	90
	printer	1	10%	500	90%	5	55	5
							1,158	185
computer/ref 434-winter	computer	6	75%	96	25%	15	455	90
	monitor	6	75%	96	25%	15	455	90
	printer	1	5%	500	95%	5	30	5
							939	185
seating 435-summer	audio and video	1	100%	40	0%	0	40	0
	copier	1	100%	60	0%	0	60	0
	laptop computer	10	90%	20	10%	0	180	0
							280	0
seating 435-winter	audio and video	1	100%	40	0%	0	40	0
	copier	1	100%	60	0%	0	60	0
	laptop computer	10	50%	20	50%	0	100	0
							200	0

Exterior Lighting - 6pm to 11 pm

façade	0.25w / sqft x 1568 sqft	0	392
canopy	2w / sqft x 1536 sqft	0	3,072
parking lots	400w x 2	0	800
approach walkways	100w/50' x 280'	0	560
total		0	4,824

Exterior Lighting - 11 pm to 6 am

façade	0.25w / sqft x 1568 sqft	0	392
approach walkways	100w/50' x 280'	0	560
total		0	952

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Life Cycle Cost Analysis

March 2, 2005

Cordova Center

Basis

25	Study Period (years)	5.50%	Nominal Discount Rate	2.75%	Fuel Inflation
1.75%	General Inflation	3.69%	Real Discount Rate	1.20%	Electricity Inflation

Wall Insulation		Year	Qty	Unit	Base Cost	Total
R-19	R-21 batt in wall	0	15,561	sqft	0.80	12,449
	Electricity Savings	1 - 25	1	ea	136.00	1,984
	Fuel Savings	1 - 25	-3,177	gal	1.92	-107,221
	Life Cycle Cost					(\$92,790)
R-24	R-21 batt in wall	0	15,561	sqft	0.80	12,449
	1" rigid insulation	0	15,561	sqft	0.93	14,472
	Electricity Savings	1 - 25	1	ea	147.00	2,145
	Fuel Savings	1 - 25	-3,375	gal	1.92	-113,903
	Life Cycle Cost					(\$84,840)
R-27	R-21 batt in wall	0	15,561	sqft	0.80	12,449
	2" rigid insulation on exterior	0	15,561	sqft	1.22	18,984
	Electricity Savings	1 - 25	1	ea	149.00	2,174
	Fuel Savings	1 - 25	-3,456	gal	1.92	-116,637
	Life Cycle Cost					(\$83,030)

Basement Wall Insulation		Year	Qty	Unit	Base Cost	Total
R-5	1" rigid insulation on exterior	0	4,900	sqft	0.85	4,165
	Electricity Savings	1 - 25	-1	ea	2.00	-29
	Fuel Savings	1 - 25	-108	gal	1.92	-3,645
	Life Cycle Cost					\$490
R-10	2" rigid insulation on exterior	0	4,900	sqft	1.12	5,488
	Electricity Savings	1 - 25	-1	ea	3.00	-44
	Fuel Savings	1 - 25	-172	gal	1.92	-5,805
	Life Cycle Cost					(\$360)
R-15	3" rigid insulation on exterior	0	4,900	sqft	1.45	7,105
	Electricity Savings	1 - 25	-1	ea	5.00	-73
	Fuel Savings	1 - 25	-217	gal	1.92	-7,324
	Life Cycle Cost					(\$290)
R-20	4" rigid insulation on exterior	0	4,900	sqft	1.82	8,918
	Electricity Savings	1 - 25	-1	ea	6.00	-88
	Fuel Savings	1 - 25	-217	gal	1.92	-7,324
	Life Cycle Cost					\$1,510

Cordova Center

Perimeter Foundation Insulation		Year	Qty	Unit	Base Cost	Total
R-5	1" rigid insulation on exterior	0	1,080	sqft	0.85	918
	Electricity Savings	1 - 25	-1	ea	3.00	-44
	Fuel Savings	1 - 25	-41	gal	1.92	-1,384
Life Cycle Cost						(\$510)
R-10	2" rigid insulation on exterior	0	1,080	sqft	1.12	1,210
	Electricity Savings	1 - 25	-1	ea	4.00	-58
	Fuel Savings	1 - 25	-68	gal	1.92	-2,295
Life Cycle Cost						(\$1,140)
R-15	3" rigid insulation on exterior	0	1,080	sqft	1.45	1,566
	Electricity Savings	1 - 25	-1	ea	6.00	-88
	Fuel Savings	1 - 25	-87	gal	1.92	-2,936
Life Cycle Cost						(\$1,460)
R-20	4" rigid insulation on exterior	0	1,080	sqft	1.92	2,074
	Electricity Savings	1 - 25	-1	ea	7.00	-102
	Fuel Savings	1 - 25	-101	gal	1.92	-3,409
Life Cycle Cost						(\$1,440)
Roof Insulation		Year	Qty	Unit	Base Cost	Total
R-30	R-30 blown in insulation	0	14,328	sqft	1.30	18,626
	Electricity Savings	1 - 25	-1	ea	52.00	-759
	Fuel Savings	1 - 25	-2,675	gal	1.92	-90,279
Life Cycle Cost						(\$72,410)
R-35	R-40 blown in insulation	0	14,328	sqft	1.34	19,200
	Electricity Savings	1 - 25	-1	ea	53.00	-773
	Fuel Savings	1 - 25	-2,707	gal	1.92	-91,359
Life Cycle Cost						(\$72,930)
R-40	R-40 blown in insulation	0	14,328	sqft	1.58	22,638
	Electricity Savings	1 - 25	-1	ea	53.00	-773
	Fuel Savings	1 - 25	-2,719	gal	1.92	-91,764
Life Cycle Cost						(\$69,900)
R-50	R-50 blown in insulation	0	14,328	sqft	2.15	30,805
	Electricity Savings	1 - 25	-1	ea	54.00	-788
	Fuel Savings	1 - 25	-2,747	gal	1.92	-92,709
Life Cycle Cost						(\$62,690)

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Life Cycle Cost Analysis

March 2, 2005

Cordova Center

Windows - North, South East		Year	Qty	Unit	Base Cost	Total
	Double pane, low-e, argon	0	1,491	sqft	11.25	16,774
	Electricity Savings	1 - 25	-1	ea	106.00	-1,547
	Fuel Savings	1 - 25	-2,188	gal	1.92	-73,843
Life Cycle Cost						(\$58,620)
	HM 88, 1-1/2"	0	1,491	sqft	17.75	26,465
	Electricity Savings	1 - 25	-1	ea	186.00	-2,714
	Fuel Savings	1 - 25	-2,546	gal	1.92	-85,925
Life Cycle Cost						(\$62,170)
	HM TC88, 1-1/2"	0	1,491	sqft	17.75	26,465
	Electricity Savings	1 - 25	-1	ea	282.00	-4,115
	Fuel Savings	1 - 25	-2,629	gal	1.92	-88,727
Life Cycle Cost						(\$66,380)
Windows - West		Year	Qty	Unit	Base Cost	Total
	Double pane, low-e, argon	0	3,022	sqft	11.25	33,998
	Electricity Savings	1 - 25	-1	ea	428.00	-6,245
	Fuel Savings	1 - 25	-4,150	gal	1.92	-140,059
Life Cycle Cost						(\$112,310)
	HM TC88, 1-1/2"	0	3,022	sqft	17.75	53,641
	Electricity Savings	1 - 25	-1	ea	794.00	-11,585
	Fuel Savings	1 - 25	-5,155	gal	1.92	-173,977
Life Cycle Cost						(\$131,920)
	HM SC75, 1-1/2"	0	3,022	sqft	17.75	53,641
	Electricity Savings	1 - 25	-1	ea	1,133.00	-16,532
	Fuel Savings	1 - 25	-4,975	gal	1.92	-167,902
Life Cycle Cost						(\$130,790)
Radiant Heating Optimization - Library		Year	Qty	Unit	Base Cost	Total
Floor	In-floor heating	0	4,980	sqft	11.34	56,473
	Maintenance	1 - 25	1	job	300.00	4,672
	Fuel Cost	1 - 25	511	gal	1.92	17,246
	Electricity Cost	1 - 25	1	ea	10.00	146
Life Cycle Cost						\$78,540
Panel	Radiant panels, 2'x4', 1500 MBH	0	55	ea	565.00	31,075
	Heating piping, 3/4" soft copper	0	200	lnft	11.50	2,300
	Controls	0	14	pts	1,200.00	16,800
	2" blanket insulation	0	440	sqft	1.50	660
	Ceiling tiles	0	-55	ea	11.50	-633
	Maintenance	1 - 25	1	job	150.00	2,336
Life Cycle Cost						\$52,540

Cordova Center

Library Displacement Ventilation	Year	Qty	Unit	Base Cost	Total
Delete return fan, 6100 cfm, VFD	0	-1	ea	28,728.00	-28,728
Delete exhaust fan, 200 cfm	0	-1	ea	1,890.00	-1,890
Delete 24x24 return duct	0	-100	lnft	67.75	-6,775
Delete economizer controls	0	-4	pts	1,200.00	-4,800
Change exhaust duct, 8" dia	0	-25	lnft	28.50	-713
Change to Face/Bypass Coil, 7000 cfm	0	1	ea	1,890.00	1,890
Exhaust fan, 7,000 cfm, VFD	0	1	ea	28,728.00	28,728
Fan platform	0	1	ea	3,780.00	3,780
Fuel cost	1 - 25	1,091	gal	1.92	36,820
Electricity Cost	1 - 25	-1	ea	11.00	-161
Life Cycle Cost					\$28,150

Library Displacement Ventilation with Heat Recovery	Year	Qty	Unit	Base Cost	Total
Delete return fan, 6100 cfm, VFD	0	-1	ea	28,728.00	-28,728
Delete exhaust fan, 200 cfm	0	-1	ea	1,890.00	-1,890
Delete 24x24 return duct	0	-100	lnft	67.75	-6,775
Delete economizer controls	0	-4	pts	1,200.00	-4,800
Change exhaust duct, 8" dia	0	-25	lnft	28.50	-713
Heat recovery coil, 2200 cfm	0	2	ea	1,890.00	3,780
Duct modifications	0	2	ea	7,560.00	15,120
Heat recovery piping, pump	0	1	ea	7,560.00	7,560
Controls	0	3	pts	1,200.00	3,600
Exhaust fan, 7,000 cfm, VFD	0	1	ea	28,728.00	28,728
Fan platform	0	1	ea	3,780.00	3,780
Maintenance	1 - 25	1	job	225.00	3,504
Fuel cost	1 - 25	661	gal	1.92	22,308
Electricity Cost	1 - 25	1	ea	242.00	3,531
Life Cycle Cost					\$49,010

Foyer System Heat Recovery Unit	Year	Qty	Unit	Base Cost	Total
Delete AHU, 9900 cfm, VFD	0	-1	ea	38,500.00	-38,500
Delete return fan, 7200 cfm, VFD	0	-1	ea	10,750.00	-10,750
Delete exhaust fan, 2200 cfm	0	-1	ea	2,850.00	-2,850
Delete exhaust duct, 18x12	0	-100	lnft	48.00	-4,800
Delete economizer controls	0	-11	pts	1,200.00	-13,200
Increase return duct, 20x12	0	100	ea	52.00	5,200
VAV heat recovery unit, 9900 cfm, VFD	0	1	ea	45,500.00	45,500
Maintenance	1 - 25	1	job	800.00	12,458
Fuel Savings	1 - 25	-2,963	gal	1.92	-99,999
Electricity Cost	1 - 25	1	ea	1,231.00	17,962
Life Cycle Cost					(\$88,980)

Cordova Center

Foyer System Heat Recovery Coils	Year	Qty	Unit	Base Cost	Total
Heat recovery coil, 2200 cfm	0	2	ea	1,890.00	3,780
Duct modifications	0	2	ea	7,560.00	15,120
Heat recovery piping, pump	0	1	ea	7,560.00	7,560
Controls	0	3	pts	1,200.00	3,600
Maintenance	1 - 25	1	job	225.00	3,504
Fuel Savings	1 - 25	-2,414	gal	1.92	-81,470
Electricity Cost	1 - 25	1	ea	386.00	5,632
Life Cycle Cost					(\$42,270)

Boiler Plant Optimization	Year	Qty	Unit	Base Cost	Total
Delete boilers - 700 MBH	0	-2	ea	17,500.00	-35,000
Delete primary piping, valves, 3"	0	-2	lot	6,615.00	-13,230
Delete primary pump, 56 gpm	0	-2	ea	4,725.00	-9,450
Boiler - 450 MBH	0	2	ea	12,000.00	24,000
Boilers - 250 MBH	0	1	ea	7,500.00	7,500
Primary piping, valves, 2-1/2"	0	2	lot	5,859.00	11,718
Primary piping, valves, 2"	0	1	lot	5,103.00	5,103
Primary pump, 36 gpm	0	2	ea	4,158.00	8,316
Primary pump, 20 gpm	0	1	ea	3,402.00	3,402
Add controls	0	3	pts	1,200.00	3,600
Add chimney	0	1	ea	1,512.00	1,512
Add oil piping	0	1	ea	1,417.50	1,418
Maintenance	1 - 25	1	job	600.00	9,343
Fuel Cost	1 - 25	-1,046	gal	1.92	-35,302
Electricity Cost	1 - 25	1	ea	129.00	1,882
Life Cycle Cost					(\$15,190)

Hydronic Pumping Optimization	Year	Qty	Unit	Base Cost	Total
Secondary pump VFD, 1-1/2 HP	0	2	ea	4,500.00	9,000
Controls	0	3	pts	1,200.00	3,600
Maintenance	1 - 25	1	job	150.00	2,336
Fuel Cost	1 - 25	0	gal	1.92	0
Electricity Cost	1 - 25	1	ea	-982.00	-14,328
Life Cycle Cost					\$610

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Life Cycle Cost Analysis

March 2, 2005

Cordova Center

Kitchen Equipment		Year	Qty	Unit	Base Cost	Total
Electric	208V/3ph panel	0	1	ea	2,000.00	2,000
	Electricity Cost	1 - 25	1	ea	3,556.00	51,886
Life Cycle Cost						\$53,890
Propane	interior propane piping	0	200	lnft	25.00	5,000
	propane cooking equipment	0	1	job	1,500.00	1,500
	equipment hookups	0	2	ea	250.00	500
	system maintenance	1 - 25	1	job	100.00	1,557
	Fuel Cost	1 - 25	433	gal	3.40	25,878
Life Cycle Cost						\$34,440

Pending agenda:

Capital Priorities List Meeting **Sep 3, 2014; Dec 3, 2014; Mar 4, 2015; June 3, 2015**

HSB Quarterly regular meetings **Oct 1, 2014; Jan 7, 2015; Apr 1, 2015; July 1, 2015**

Staff quarterly reports in packets: **Aug 6, 2014; Oct 15, 2014; Jan 21, 2015; April 15, 2015**

Date change from July 16 to August 6

Traffic Authority discussion – including City parking lots: date scheduled: _____

Ability to **lease** City land to City department (and/or Enterprise fund) – specifically **Harbor**? Date scheduled: _____

Code revision concerning 5.22 in re disposal of property – i.e. lease renewals vs. new leases

Alaska Community Foundation agreement – action item to enter into a contract **Sept 3, 2014** agenda

Draft ordinance to change 5.40.030 (c) to more than \$2500 for capping sales tax on one time purchases – bring to an **October 14** meeting

Committees:

Cordova Center Committee: Tim Joyce, Sylvia Lange, Randy Robertson, Kristin Carpenter, Native Village of Eyak Representative, Chamber of Commerce Representative, Business Community Representative, PWSSC Representative, Stage of the Tides Representative.

Fisheries Advisory Committee: David Reggiani, PWSAC; Ken Roemhildt, Seafood Sales; Jim Holley, AML; Torie Baker, Marine Advisory Program Coordinator; John Bocci; and Jeremy Botz, ADF&G

Cordova Trails Committee: Elizabeth Senear, VACANCY, Jim Kallander, Toni Godes, and David Zastrow

Calendars:

3 months of calendars are attached hereto
August 2014; September 2014; October 2014

August 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH-City Hall Confer- ence Room LMR-Library Mtg Rm					1	2
3	4 Absentee in person for primary @ CH	5 _____	6 7:00 reg mtg LMR _____	7 Absentee in person for primary @ CH	8 _____	9
10	11 Absentee in person for primary @ CH	12 6:30 P&Z LMR _____	13 7:00 Sch Bd HSL 7:00 Hrbr Cms CH _____	14 Absentee in person for primary @ CH	15 _____	16
17	18 Absentee in person for primary @ CH	19 Primary Election Day LMR 7am—8pm	20 6:45 pub hrg LMR 7:00 reg mtg LMR	21	22	23
24	25	26	27	28	29	30
31						Location Legend HSL-High School Li- brary

September 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library	1 Labor Day City Hall Offices Closed	2 First Day of School for students	3 6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	4	5	6
7	8	9 6:30 P&Z LMR	10 7:00 Sch Bd HSL 7:00 Hrbr Cms CH	11	12	13
14	15	16	17 6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	18	19	20
21	22	23	24	25	26	27
28	29	30				Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library

October 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library			1 6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	2	3	4
5	6	7	8 7:00 Sch Bd HSL 7:00 Hrbr Cms CH	9	10	11
12	13	14 6:30 P&Z LMR	15 6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library 146

**CITY OF CORDOVA, ALASKA – ELECTED OFFICIALS
& APPOINTED MEMBERS OF CITY BOARDS and COMMISSIONS**

MAYOR AND CITY COUNCIL - ELECTED

seat/length of term	email	Date Elected	Term Expires
Mayor:	James Kacsh	March 5, 2013	March-16
3 years	Mayor@cityofcordova.net		
Council members:			
Seat A:	Kristin Carpenter	March 5, 2013	March-16
3 years	CouncilSeatA@cityofcordova.net		
Seat B:	Timothy Joyce	March 4, 2014	March-17
3 years	CouncilSeatB@cityofcordova.net	March 14, 2013 August 2, 2012	filled vacancy appt to A
Seat C:	Tom Bailer	March 4, 2014	March-17
3 years	CouncilSeatC@cityofcordova.net		
Seat D:	Bret Bradford	March 6, 2012	March-15
3 years	CouncilSeatD@cityofcordova.net	March 3, 2009	
Seat E:	Elmer (E.J.) Cheshier	March 6, 2012	March-15
3 years	CouncilSeatE@cityofcordova.net	March 3, 2009 March 6, 2007 March 7, 2006	2 yr trm elected, resigned then appt
Seat F:	David Reggiani, Vice Mayor	March 5, 2013	March-16
3 years	CouncilSeatF@cityofcordova.net	March 2, 2010 March 3, 2009	1 yr trm
Seat G:	James Burton	March 5, 2013	March-16
3 years	CouncilSeatG@cityofcordova.net		

SCHOOL BOARD - ELECTED

length of term		Date Elected	Term Expires
3 years	Daniel Reum	March 6, 2012	March-15
3 years	Tammy Altermott	March 5, 2013	March-16
3 years	Peter Hoepfner	March 6, 2012 March 3, 2009 March 7, 2006	March-15
3 years	Sheryl Glasen	March 4, 2014	March-17
3 years	Barb Jewell, President	March 5, 2013	March-16
3 years	Bret Bradford (appointed, non-voting)	April-14 April-13 August-12	March-15

LIBRARY BOARD - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Wendy Ranney	April-13	November-15
3 years	Shannon Mallory	November-13	November-16
3 years	Krysta Williams	November-11	November-14
3 years	Kay Groff	December-11 January-09	November-14
3 years	Mary Anne Bishop	November-13 November-10 November-06	November-16

CORDOVA COMMUNITY MEDICAL CENTER – HEALTH SERVICES BOARD - with Council election

length of term		Date Appointed	Term Expires
3 years	Kristin Carpenter, President		with Council office
3 years	Tom Bailer		with Council office
3 years	Tim Joyce		with Council office
3 years	James Burton		with Council office
3 years	Bret Bradford		with Council office
3 years	Elmer (E.J.) Cheshier		with Council office
3 years	David Reggiani		with Council office

PLANNING AND ZONING COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Allen Roemhildt	January-14	November-16
3 years	Scott Pegau	December-11	November-14
3 years	John Baenen	December-12	November-15
3 years	Tom Bailer, Chair	November-13	November-16
		December-11	
		November-08	
3 years	Tom McGann	December-11	November-14
		April-11	
3 years	John Greenwood	December-12	November-15
		November-09	
3 years	David Reggiani	April-13	March-14
		April-12	
		April-11	
		April-10	

HARBOR COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Robert Beedle	January-14	November-17
3 years	Greg LoForte	February-13	November-16
		January-10	
		January-07	
3 years	Max Wiese	January-14	November-17
		March-11	
3 years	Ken Jones	February-13	November-16
3 years	James Burton	July-14	November-15
		April-13	

PARKS AND RECREATION COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	vacant		November-14
3 years	Kara Johnson	December-12	November-14
3 years	vacant		November-15
3 years	vacant		November-15
3 years	Stephen Barnes	December-12	November-15
3 years	Marvin VanDenBroek	February-14	November-16
3 years	Karen Hallquist	November-13	November-16