

**Mayor**

*Clay Koplin*

**Council Members**

*Tom Bailer*

*Kenneth Jones*

*Jeff Guard*

*Melina Meyer*

*Anne Schaefer*

*David Allison*

*David Glasen*

**City Manager**

*Alan Lanning*

**City Clerk**

*Susan Bourgeois*

**Deputy Clerk**

*Tina Hammer*

**Student Council**

*William Deaton*

**Regular City Council Meeting  
October 16, 2019 @ 7:00 pm  
Cordova Center Comm Rooms  
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 Clay Koplin, Council members Tom Bailer, Kenneth Jones, Jeff Guard, Melina Meyer, Anne Schaefer, David Allison and David Glasen

**D. Approval of Regular Agenda..... (voice vote)**

**E. Disclosures of Conflicts of Interest and Ex Parte Communications**

- conflicts as defined in 3.10.010 [https://library.municode.com/ak/cordova/codes/code\\_of\\_ordinances](https://library.municode.com/ak/cordova/codes/code_of_ordinances) should be declared, then Mayor rules on whether member should be recused, Council can overrule
- ex parte should be declared here, the content of the ex parte should be explained when the item comes before Council, ex parte does not recuse a member, it is required that ex parte is declared and explained

**F. Communications by and Petitions from Visitors**

1. Guest Speakers - none
2. Audience comments regarding agenda items..... (3 minutes per speaker)
3. Chairpersons and Representatives of Boards and Commissions (CCMCA BoD, School Board Rep)
4. Student Council Representative Report

**G. Approval of Consent Calendar..... (no motion required)(roll call vote)**

5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of Council member **Jeff Guard** and recordation of unexcused absence of Council member **Ken Jones** from the Oct 2, 2019 Regular Meeting

**H. Approval of Minutes..... (voice vote)**

6. Minutes of the 10-02-19 Council Public Hearing..... (page 1)
7. Minutes of the 10-02-19 Council Regular Meeting..... (page 2)

**I. Consideration of Bids - none**

**J. Reports of Officers**

8. Mayor's Report
9. Manager's Report
10. City Clerk's Report
11. Staff Reports – 3Q 2019
  - a. Cordova Library – Director **Debbie Carlson**..... (page 6)
  - b. Museum & Cordova Center – Director **Mimi Briggs**..... (page 10)
  - c. Information Services/Technology – Director **Jason Gabrielson**..... (page 13)
  - d. City Investments – UBS Financial, **Chad Adams** and **Buck Adams**..... (page 15)
  - e. Parks & Recreation – Director **Susie Herschleb**..... (page 37)
  - f. Harbor & Port – Harbormaster **Tony Schinella**..... (page 42)

## **K. Correspondence**

12. 09-30-19 Cordova's Full Value Determination by the Office of the State Assessor..... (page 44)  
13. 10-01-19 Chamber of Commerce update and request for quarterly funding..... (page 45)  
14. 10-04-19 Bob Smith letter re City Manager application including response..... (page 47)  
from City HR  
15. 10-23-19 Comment period closes for Whitshed Rockslide Mitigation..... (page 51)  
15a. 10-11-19 Mayor letter of Support for NVE JVCP Grant application..... (page 52)

## **L. Ordinances and Resolutions**

16. Resolution 10-19-44..... (roll call vote)(page 53)  
A resolution of the City Council of the City of Cordova, Alaska, authorizing amendment  
to the FY19 budget in the amount of \$269,000 to purchase a refuse vehicle

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

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

17. Council action on disposal and method of disposal of Parcels..... (voice vote)(page 55)  
2, 3, 4 & 6 along Orca Road  
18. Council action on disposal and method of disposal of Lots 3 & 4..... (voice vote)(page 67)  
Block 8, Original Townsite  
19. Pending Agenda, Calendar and Elected & Appointed Officials lists..... (page 71)

## **O. Audience Participation**

## **P. Council Comments**

## **Q. Executive Session**

## **R. Adjournment**

### **Executive Sessions per Cordova Municipal Code 3.14.030**

- **subjects which may be considered 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.
- **subjects may not be considered in the executive session except those mentioned in the motion calling for the executive session, unless they are auxiliary to the main question**
- **action may not be taken in an executive session except to give direction to an attorney or labor negotiator regarding the handling of a specific legal matter or pending labor negotiations**

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City Council Public Hearing  
October 2, 2019 @ 6:45 pm  
Cordova Center Community Rooms A & B  
Minutes

**A. Call to order**

**Mayor Clay Koplin** called the Council public hearing to order at 6:45 pm on October 2, 2019, in the Cordova Center Community Rooms.

**B. Roll call**

Present for roll call were **Mayor Clay Koplin** and Council members **Tom Bailer**, **Melina Meyer**, **Anne Schaefer**, **David Allison** and **David Glasen**. Council members **Ken Jones** and **Jeff Guard** were absent. Also present were Student Council Representative **William Deaton**, City Manager **Alan Lanning** and City Clerk **Susan Bourgeois**.

**C. Public hearing**

1. Ordinance 1177 an ordinance of the City Council of the City of Cordova, Alaska, amending Cordova Municipal Code 5.12.200 by increasing the local bidder preference from 5% to 15%

**Mayor Koplin** opened the hearing up for public testimony on the ordinance.

There was no public comment.

**M/Bailer S/Allison** to recess the public hearing.

Hearing no objection **Mayor Koplin** recessed the public hearing at 6:46 pm.

**Mayor Koplin** called the Public Hearing back to order at 6:58 pm to see if there was any public comment.

There still was no public comment.

**D. Adjournment**

**M/Meyer S/Schaefer** to adjourn the public hearing.

Hearing no objection, **Mayor Koplin** adjourned the public hearing at 6:58 pm.

Approved: October 16, 2019

Attest: \_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk

**Regular City Council Meeting**  
**October 2, 2019 @ 7:00 pm**  
**Cordova Center Community Rooms A & B**  
**Minutes**

**A. Call to order**

**Mayor Clay Koplin** called the Council Regular Meeting to order at 7:00 pm on October 2, 2019, in the Cordova Center Community Rooms.

**B. Invocation and pledge of allegiance**

**Mayor Koplin** led the audience in the Pledge of Allegiance.

**C. Roll call**

Present for roll call were **Mayor Clay Koplin** and Council members **Tom Bailer**, **Melina Meyer**, **Anne Schaefer**, **David Allison** and **David Glasen**. Council members **Ken Jones** and **Jeff Guard** were absent. Also present were Student Council Representative **William Deaton**, City Manager **Alan Lanning** and City Clerk **Susan Bourgeois**.

**D. Approval of Regular Agenda**

**M/Allison S/Bailer** to approve the Regular Agenda.

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

**E. Disclosures of Conflicts of Interest and ex parte communications - none**

**F. Communications by and Petitions from Visitors**

1. Guest speakers - **Robin Irving**, a retired AMHS employee spoke to Council about some specific ideas she had concerning scheduling that AMHS might be able to pursue so that Cordova could have some ferry service this winter. Specifically, she thought we could ask AMHS and DOT to bring the Tustumena in here at least one week per month. She mentioned that the fishing industry in Alaska is taxed, money goes directly into the general fund of the state of Alaska. There are 33 towns along the route of the AMHS, of those, at least 20 are valuable commercial fishing ports contributing 1% of gross fishing proceeds annually. (Kodiak, Cordova, Dutch Harbor, Adak, Chignik, Petersburg, Sitka, Juneau, etc.) Another point she made is that the state, AMHS, economists are always looking at the number of passengers to determine routes and service, they continually overlook vanloads of fish and the commerce that occurs on the AMHS. She said the ferries do receive federal highway dollars, she doesn't know exactly how that is spent. Lastly, she pointed out that the Kennicott was built partly with EVOSTC money and last week it was in PWS but the schedulers couldn't see fit to send it over between Cordova and Valdez when the SERVS employees/crews, etc. all needed to get from Valdez to Cordova to conduct an oil spill response training.

2. Audience comments regarding agenda items - none

3. Chairpersons and Representatives of Boards and Commissions

CCMCA Board - Chairman **Greg Meyer** reported they continue to work with PERS - all the payrolls have been entered, the number looks as though it is holding, we had guessed about \$150k on interest and penalties so as long as that is accurate, the \$1.145 million should be the actual number. Negotiations with NVE are going well - they are still in their assessment process - the information exchange between entities is going well - so far all positive. Last night there was a meeting with NVE representatives and CCMCA Board and the employees at the hospital and it was an update for employees, we gave as many answers to their questions as possible, it is still somewhat premature to be able to answer all the questions though. **Meyer** said the main concern of course is "will I have a job?"; he said that we will need everyone, we will need a fully operational hospital so he can imagine that pretty much no one will lose their job that doesn't want to. He will try to keep attending meetings to keep Council updated.

School Board - no report

4. Student Council Representative Report - **William Deaton** reported that Student Council met yesterday, a winter dance was discussed. The school had the first pep rally of the year, for the Cross-Country Team that was on the way to regionals - the boys team will be competing at State as well as **Anika Witsoe** and **Amy Hamberger** from the girls team. The vaping awareness campaign will continue throughout the year - there may be a table at the Cordova Child and Family Wellness Fair - the SAT is that same day, so they are working on arrangements still.

**G. Approval of Consent Calendar**

5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of the following: Council member **Anne Schaefer** from the Sept 18, 2019 Regular Meeting

Vote on the approval of the consent calendar: 5 yeas, 0 nays, 2 absent. Meyer-yes; Jones-absent; Schaefer-yes; Guard-absent; Allison-yes; Glasen-yes and Bailer-yes. Consent calendar was approved.

## **H. Approval of Minutes**

*M/Schaefer S/Meyer* to approve the minutes.

6. Minutes of the 09-18-19 Council Regular Meeting

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

## **I. Consideration of Bids**

7. Council direction to negotiate contract for purchase of a 2019 Midi-Excavator in the amount of \$130,970

*M/Glasen S/Schaefer* to direct the City Manager to negotiate a contract with *Yukon Equipment, Inc.* for the purchase of a 2019 Case CX80C Midi-Excavator for a sum not to exceed \$130,970.

*Glasen* said this will be paid for by Water and Sewer depreciation accounts which he is glad to see – he is in favor. *Schaefer* asked if there would be loss of functionality by switching from the backhoe that is used now to this Midi-Excavator. She also asked about the one we rent now, how much is that costing us and what about maintenance and repair costs. *Greenwood* said the excavator we rent now is \$4,000 per month and it needs to be transported to and from Anchorage. She said the backhoe we own is old and needs to be repaired often – she doesn't have a dollar amount to put to it, she could get that information from the mechanics in the Streets department though. As far as functionality, she said the Midi-Excavator is more functional, can get into places that the backhoe cannot, will have more and varied uses. *Allison* asked if we still have the rental – *Greenwood* says it is going back to Anchorage this week. *Allison* asked how critical it is to do now, he would prefer these items get budgeted, could it wait until after January? *Greenwood* said this piece of equipment is available now in Anchorage otherwise would take 6-8 months to order, which is why she is making the request now. *Allison* said because of that circumstance, he is willing to support this, he'd prefer it be in the budget. *Meyer* asked if we would be able to get rid of the backhoe, i.e. she just wants us to not be piling up old vehicles. *Greenwood* said she doesn't think it is worth much to sell, nor would anyone want it, but we will not continue to use it, we will be sending it away. *Bailer* said he will not support this, he thinks we should be looking at auction sites and at least explore the cost differential in buying something that is a few years old vs brand new.

Vote on the motion: 4 yeas, 1 nay (Bailer), 2 absent (Jones, Guard). Motion was approved.

7a. Council Approval of City Manager Employment Agreement with *Helen Howarth*

*M/Schaefer S/Meyer* to approve the City Manager Employment Agreement effective October 2, 2019 between the City of Cordova and *Helen Howarth*.

*M/Meyer S/Glasen* to go into an executive session to discuss terms of the City Manager Employment Agreement with Helen Howarth, subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect on the finances of the government.

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

Council entered executive session at 7:23 pm and came back into regular open session at 7:45 pm. *Mayor Koplin* stated that Council discussed the terms of the employment agreement and no action was taken in the executive session.

*M/Allison S/Meyer* to approve the City Manager employment agreement effective October 2, 2019 between the City of Cordova and Helen Howarth.

*M/Allison S/Meyer* to amend the employment agreement as follows: section 2. Shall commence as of October 2, 2019 and shall expire on January 15, 2023; section 5. Compensation - change to \$130,000; section 8. Benefits – the attorney will need to reword this similar to Manager Robertson's as she will waive the City health insurance; and lastly, section 15. Other Employment add the word "written" between prior and approval.

*Allison* said for clarification and for the record, Council and *Howarth* wanted a 3-year contract but not one that would end right before budget time, so they made it 3 years and 3 months, to January. The additional compensation was in lieu of the City health insurance benefit, and the word written helps solidify that clause, not just council approval but approval in writing. *Mayor Koplin* also clarified that she will start as an employee on October 2 but her official duties as Manager won't start until October 18, so *Alan Lanning* is the City Manager through October 17. *Allison* said if there are questions as to who the manager is, *Manager Lanning* is for now and until October 18, *Ms. Howarth* is in a learning capacity, a transitional capacity until October 18.

Vote on the motion to amend: 5 yeas, 0 nays, 2 absent (Jones, Guard). Motion was approved.

Vote on the motion as amended: 5 yeas, 0 nays, 2 absent. Glasen-yes; Jones-absent; Meyer-yes; Schaefer-yes; Allison-yes; Bailer-yes and Guard-absent. Motion was approved.

## **J. Reports of Officers**

8. Mayor's Report – **Mayor Koplin** reported that he has reached out to First Alaskans two or three times and he hasn't had a response – he will continue to work on that, it is taking them up on an offer to come present a training on Tribal Governance; he also had a written report in the packet.
9. Manager's Report - City Manager **Alan Lanning** said he's been working on the 2020 budget. He has also been trying to wrap up some personnel issues and has worked with **Helen** on transitioning and they will meet again next Monday and Tuesday. **Bailer** thanked **Lanning** for working with **Helen**, she had mentioned to Council that he has been more than gracious, and he appreciates that.
10. City Clerk's Report – **Bourgeois** had nothing to add to her written report.

#### K. Correspondence

11. 09-13-19 C. Weaverling letter re Comprehensive Plan comments
12. 09-18-19 Mayor Koplin letter re AMHS Mismanagement Impacts
13. 09-18-19 Christa Hoover, CRPWSMA letter supporting Res 09-19-39
14. 09-23-19 Email from J. Burton re City Manager spending authority
- Bailer** commented that he'd like to take up the spending authority issue as mentioned in this email from **James Burton** – maybe Council could discuss at Pending Agenda.

#### L. Ordinances and Resolutions

15. Ordinance 1177 An ordinance of the City Council of the City of Cordova, Alaska amending Cordova Municipal Code 5.12.200 by increasing the local bidder preference from 5% to 15% - 1<sup>st</sup> reading
- M/Allison S/Bailer** to adopt Ordinance 1177 an ordinance of the City Council of the City of Cordova, Alaska amending Cordova Municipal Code 5.12.200 by increasing the local bidder preference from 5% to 15%
- Allison** said he has the same comments from last meeting, he thinks 15% is appropriate as it helps keep some of that money in town where it can go around and around instead of straight out of town; he thinks it is worthwhile and he will support it. **Meyer** said she will support it, she thinks the jump from 5% to 15% seems a lot at one time, she knows they can go back and change it again if it does appear to be too much.
- Vote on the motion: 5 yeas, 0 nays, 2 absent. Allison-yes; Schaefer-yes; Guard-absent; Meyer-yes; Glasen-yes; Bailer-yes and Jones-absent. Motion was approved.

16. Resolution 10-19-41 A resolution of the City Council of the City of Cordova, Alaska, authorizing an amendment to the FY19 budget in the amount of \$130,970 to purchase a Midi-Excavator
- M/Glasen S/Meyer** to approve Resolution 10-19-41 a resolution of the City Council of the City of Cordova, Alaska, authorizing an amendment to the FY19 budget in the amount of \$130,970 to purchase a Midi-Excavator.
- Bailer** said he will vote no, he doesn't doubt the need for this piece of equipment, he believes there is a better way to procure this piece of equipment. **Allison** said these types of things belong in a budget, he will support it because of what the Public Works Director told us earlier, but in the future, he prefers to see these in a budget.
- Vote on the motion: 4 yeas, 1 nay, 2 absent. Meyer-yes; Allison-yes; Glasen-yes; Schaefer-yes; Guard-absent; Bailer-no and Jones-absent. Motion was approved.

17. Resolution 10-19-42 A resolution of the City Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Robertson, Monagle & Eastaugh for federal lobbying services in the amount of \$3,750 per month.
- M/Allison S/Schaefer** to approve Resolution 10-19-42 a resolution of the City Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Robertson, Monagle & Eastaugh for federal lobbying services in the amount of \$3,750 per month.
- Allison** asked the **Mayor** to speak to this for them. **Mayor Koplin** said he contacted Southeast Conference and they said that just about every town that has received federal funding to rebuild their harbor has had a federal lobbyist assisting them. This firm is the firm that has represented most of those communities. He said he was able to meet with them on one of his trips to DC – in speaking with other firms he even heard from them that harbor infrastructure/waterfront issues is this firm's niche. **Mayor Koplin** said he thinks we'd be putting ourselves at a disadvantage with the large federal grant application we have invested in, if we didn't have a firm like this representing us, looking out for us in Washington. **Allison** said he supports this, it would come to less than 1% of the amount we are looking for in these grants. **Meyer** asked where the funds would be coming from. **Bailer** said he would support budgeting for 2020, letting the new city manager look into this; he can't support going into the contract without letting the new City Manager research, maybe contact these towns and look into whether they have lobbyists or not. **Allison** said he agrees, but this is really only us approving a few months and this is the time of year we need them working for us. If there wasn't the 30 day out clause, he might not support it either. **Schaefer** asked about whether there is a time-sensitive nature to this. **Mayor Koplin** said,

yes, he thinks yes, there are federal funding packages out already. **Lanning** said any help we can get for the BUILD grant prior to when they award in December is to our advantage. **Glasen** has spoken to Harbormaster **Schinella** who said that the other harbormasters that he knows have said this isn't worth the money. **Glasen** said he is not sold on this, he wondered if we could put this off. **Schaefer** said she wouldn't mind a short presentation from them; **Bailer** agreed and said he'd like the incoming City Manager to take a look too.

**M/Bailer S/Meyer** to refer to staff.

**Allison** said yeah, maybe reports from the new City Manager, the Harbormaster and maybe a presentation from the lobbyist firm as well. **Meyer** said she would be more apt to support if it was money spent from the Harbor Enterprise fund and not the General Fund.

Vote on the motion to refer: 5 yeas, 0 nays, 2 absent (Jones, Guard). Motion was approved.

**18. Resolution 10-19-43** A resolution of the City Council of the City of Cordova, Alaska, supporting the Native Village of Eyak's Shepard Point Oil Spill Response Facility Project in attaining military assistance via the Innovative Readiness Training Program

**M/Meyer S/Allison** to approve Resolution 10-19-43 a resolution of the City Council of the City of Cordova, Alaska, supporting the Native Village of Eyak's Shepard Point Oil Spill Response Facility Project in attaining military assistance via the Innovative Readiness Training Program

**Meyer** said it seems as though over the year's councils have supported this project. NVE is currently supporting us in some grants and projects so she opined that approving this would be great for the relationship as well as for this project, she will support this. **Bailer** said he agrees, and this resolution is nothing groundbreaking.

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

**M. Unfinished Business** - none

**N. New & Miscellaneous Business**

**19. Pending Agenda, Calendar and Elected & Appointed Officials lists**

**Bourgeois** suggested the joint work session with School Board should be in November, maybe the second week in November before the School Board meeting. **Lanning** clarified that it would be really important that seven be present in the next couple of meetings because a couple of members missing in any of those could really derail things. Council also added the Manager's spending authority onto the pending agenda, possibly a discussion item at the next regular meeting.

**O. Audience Participation** - none

**P. Council Comments**

**Allison** thanked people for their work, welcomed **Helen** onboard. Thanked **Mr. Deaton** for his participation.

**Glasen** also welcomed **Helen**.

**Schaefer** welcomed **Helen** and thanked **Alan** for putting together the first budget draft.

**Bailer** echoed all the comments before him.

**Mayor Koplin** said he'd miss the next meeting, so he wanted to thank **Alan** for his service these last three years.

**Q. Executive Session**

~~20. Council discussion on potential losses and liabilities of CCMC in executive session because matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government.~~

This executive session was not required.

**R. Adjournment**

**M/Bailer S/Schaefer** to adjourn the meeting.

Hearing no objection Mayor Koplin adjourned the meeting at 8:45 pm.

Approved: October 16, 2019

Attest: \_\_\_\_\_

Susan Bourgeois, CMC, City Clerk

# 2019 3rd Quarter Report



CORDOVA PUBLIC LIBRARY

DEBBIE CARLSON, LIBRARY DIRECTOR



## Library Snapshot- Third Quarter

### CIRCULATIONS

Current Checked out: 612

Interlibrary loans 10

**MATERIALS** Titles: 23,296

3rd Quarter Materials Added 532 – not including magazines

Materials Weeded 62

### PATRONS

Permanent: 2678 \* Note: Many summer-only residents maintain permanent library cards.

Temporary: 128 \* Approximate 128 eligible for refund.

## 3rd Quarter Usage Statistics

| Date | Library | Monthly     | Stats   |          |           | 2019    | Third Quarter |           |         |        |
|------|---------|-------------|---------|----------|-----------|---------|---------------|-----------|---------|--------|
|      | Patron  | Circulation | Youth   | attended | ILL-loans | Patron  | Adigital      | Reference | Adult   | attend |
|      | Visits  |             | Program | #        |           | cpu-use | downloads     |           | Program | #      |
| July | 2967    | 1066        | 8       | 79       | 20        | 746     | 238           | 128       | 4       | 54     |
| Aug  | 2238    | 885         | 0       | 0        | 21        | 667     |               | 151       | 0       | 0      |
| Sept | 1973    | 933         | 12      | 212      | 10        | 423     | 209           | 81        | 2       | 21     |

In July and August, our staff was very busy assisting visiting tourists and our transit population with computers, printing, and faxing, finding books, interlibrary loans, and more. Most days in July had over 100 people through the door, several days we had over 200!

### AFTER SCHOOL ART



In September we started our school and after school programming. Debbie Carlson schedules class visits and teaches library skills to students. Anna Hernandez heads up story time on Wednesdays at 10:30. Paula Payne and Marleen Moffitt head up our new “Life Hacks for Kids” on Tuesdays 4-5pm for 4<sup>th</sup>-6<sup>th</sup> grade. After school Art on Fridays at 3:30 is a free art program taught by Debbie Carlson for first grade and up.



## Our Summer Reading Program “A Universe of Stories” wrapped up in July.

The summer reading program included weekly stories, crafts & games designed to teach and inspire empathy for others. Our reading program “Universe of Stories” allowed Cordova’s youth the opportunity to purchase livestock through Heifer International to benefit families in different countries.

Library Director, Debbie Carlson received a \$300.00 grant from the Alaska State Library to partner with FOL and cover the cost. Our summer readers did the work!

They read enough books to purchase animals for these places.

Philippines: ducks  
Mexico: chickens  
Bolivia: bees  
Cambodia: chickens  
China: geese  
Malawi: chickens  
Bangladesh: ducks  
India: goat



Summer Readers, Reading for others!



### THE CORDOVA LIBRARY STAFF OFFERS:

- \*Story Time
- \* Reading programs
- \*Library education for school classes
- \*Art classes for Teens and Youth
- \*Special family fun nights
- \* Board and card games
- \*Puppets and Puzzles
- \*Computer games

Outreach to seniors at CCMC – Debbie Carlson delivers magazines, books, and music to the senior citizens at CCMC. They look forward to the visit and may request items for the following week.

Tech Time – Jason Gabrielson offers occasional tech classes and tech support for patrons on the use of computers, laptops, I pad, & phones.

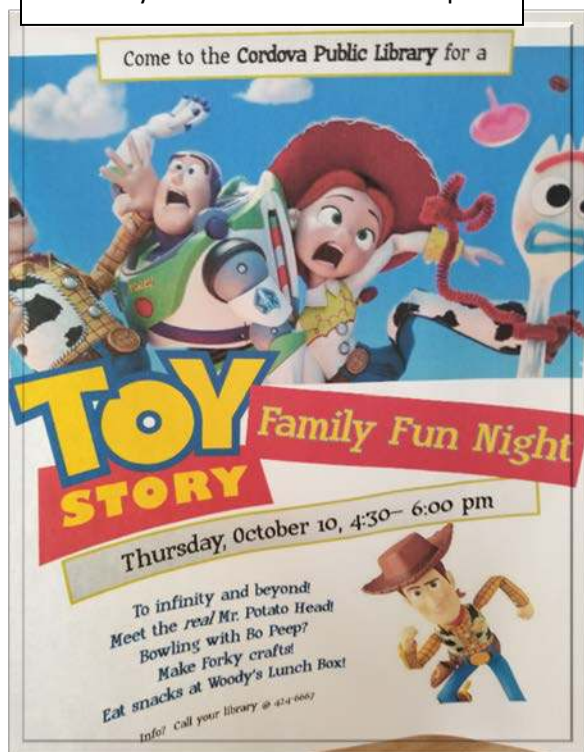
Alaska Digital Library – Patrons can borrow and download books and audio books, the library staff are on hand to help.

Interlibrary loan Services – When patrons can't find an item in our library Debbie Carlson or Marleen Moffitt can order it from another library in Alaska

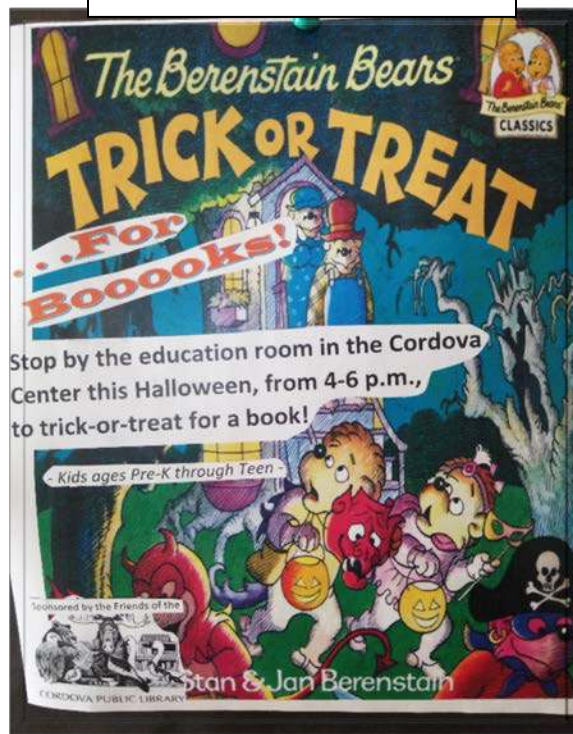
Knit and Lit – Knitting at the fireplace with book club discussions on the last Tuesday of every month at 7pm Anna Hernandez.

### UPCOMING EVENTS

Toy Story Family Fun Night  
Thursday October 10<sup>th</sup> 4:30 – 6:00pm



Trick or Treat for BOOKs!  
Thursday October 31<sup>st</sup> 4-6pm



## Cordova Historical Museum      3<sup>rd</sup> Quarter 2019

**Visitation: 2,902**      **Last Year: 2,599**      Full Attendance Attached Separately

- Visitors were from:
  - **Alaska:** Fairbanks, Barrow, Anchorage, Cordova, Palmer, Sterling, Wasilla, Eagle River, Homer, Juneau, Copper Center, Soldotna, Ketchikan, Kodiak, Kenai, Valdez, Haines, Seward, Anchor Point, Thompson Pass, Trapper Creek, Chisana, Petersburg,
  - **United States:** 36 states

**International:** Belgrade, Serbia \* Mexicali Mexico \* Puerto Rico \* Mazeikiai Lithuania \* Royston BC \* Calgary Alberta \* Amazon Brazil \* Orleans France \* Beme & Bellinzome & Gordedo Switzerland \* Tecate BC Mexico \* Szilasziget Hungary \* Lulka & Asek Lapland Sweden \* Japan \* Quebec \* Victoria BC \* Edinburgh Scotland \* Windsor England \* Kew Vic Australia \* East Sussex England \* Bath England \* Nottingham England \* Hobart Tasmania Australia \* Dunmore Essex England \* York North Yorkshire England \* Isle of Man British Isles \* Paris France \* Frankfurt Germany \* Melbourne Australia \* Stafford England \* Sydney Australia \* Perth Western Australia \* Turkey \* Montpellier France \* Thonon-les-Bains France \* Bordeaux France \* Munich Germany \* Nimes France \* Tsukuba Ibaraki Japan \* Gran Canaria Canary Islands Spain \*

### **Copper River Gallery Events:**

- The Art of the Salmon Label
- Shades of Clay – Mike Anderson
- Ira's Favorite Historical Photos

### **Museum Accomplishments:**

- 234 Cordova Historical Society members, 77 of whom are life members.
- Continue installation of software for the Native language kiosk.
- Received our 22<sup>nd</sup> out of 23 successful grant applications! FY20 Grant-In-Aid from the Alaska State Museum, \$7200 to contract a volunteer to complete the reorganization of Archive s/ Research Room.
- Expended grant of \$5175 from Museums Alaska Collection Management Fund for new fireproof cabinet for original photograph storage.
- Completed research for individuals and government agencies.
- Submitted weekly museum memories to the Cordova Times.
- Installed replica of the Alutiq bow and arrow created by Curator Denis Keogh.
- In collaboration with Exhibit Services of Juneau and with funding from the FY19 Grant-in-Aid program with the Alaska State Museum, interpretive labels are being created to be installed winter.
- Denis Keogh, museum curator and Monika Reghetti, Historical Society board member, attended the annual Museums Alaska / Alaska Historical Society Conference in Kodiak Alaska September 25-28.

Respectfully submitted by Marina Briggs, Director

# Museum Attendance

|      | 1st Qtr | 2nd Qtr | 3rd Qtr | 4th Qtr | Total         |
|------|---------|---------|---------|---------|---------------|
| 1981 |         |         |         |         | 2483          |
| 1982 |         |         |         |         | 2928          |
| 1983 |         |         |         |         | 2618          |
| 1984 |         |         |         |         | 1973          |
| 1985 |         |         |         |         | 1414          |
| 1986 | 221     | 682     | 1004    | 209     | 2116          |
| 1987 |         |         |         |         | 1677          |
| 1988 | 262     | 645     | 1326    | 345     | 2578          |
| 1989 | 238     | 629     | 1270    | 374     | 2511          |
| 1990 | 411     | 765     | 1534    | 415     | 3125          |
| 1991 | 445     | 936     | 1355    | 308     | 3044          |
| 1992 | 443     | 509     | 1857    | 705     | 3514          |
| 1993 | 281     | 1078    | 1481    | 406     | 3246          |
| 1994 | 608     | 1255    | 1726    | 452     | 4041          |
| 1995 | 458     | 882     | 2067    | 548     | 3955          |
| 1996 | 905     | 1897    | 2358    | 741     | 5901          |
| 1997 | 634     | 1216    | 2896    | 936     | 5682          |
| 1998 | 1047    | 4330    | 6502    | 906     | 12,785*       |
| 1999 | 1288    | 3948    | 4890    | 853     | 10,979*       |
| 2000 | 1076    | 1562    | 2931    | 740     | 6,309         |
| 2001 | 1185    | 2484    | 3777    | 934     | 8380          |
| 2002 | 1242    | 2343    | 4176    | 1155    | 8916          |
| 2003 | 1590    | 2461    | 4111    | 963     | 9125          |
| 2004 | 1839    | 3063    | 4907    | 1206    | 11,015        |
| 2005 | 1834    | 3071    | 5216    | 1508    | 11,629        |
| 2006 | 2355    | 2953    | 6,189   | 1771    | <b>13,268</b> |
| 2007 | 1919    | 3613    | 4166    | 1442    | 11,140        |
| 2008 | 2092    | 3210    | 4919    | 1476    | 11,697        |
| 2009 | 1543    | 2436    | 3618    | 1138    | 8735          |
| 2010 | 1121    | 1866    | 2735    | 1051    | 6773          |
| 2011 | 1569    | 2275    | 3314    | 862     | 8020          |
| 2012 | 1268    | 2128    | 2329    | 1068    | 6783          |
| 2013 | 952     | 1868    | 2868    | 1320    | 7008          |
| 2014 | 1548    | 1876    | 2527    | 1639    | 7590          |
| 2015 | 1291    | 1737    | 2033    | 2015    | 7076          |
| 2016 | 1680    | 2461    | 3039    | 1454    | 8634          |
| 2017 | 1115    | 2098    | 3070    | 1436    | 7719          |
| 2018 | 1279    | 2889    | 2599    | 1440    | 8207 **       |
| 2019 | 1511    | 2276    | 2902    |         |               |

\*Norwegian Cruise Lines

1996—School classes begin coming to the museum.

2009—Alaska Sightseeing Cruise West pulls out.

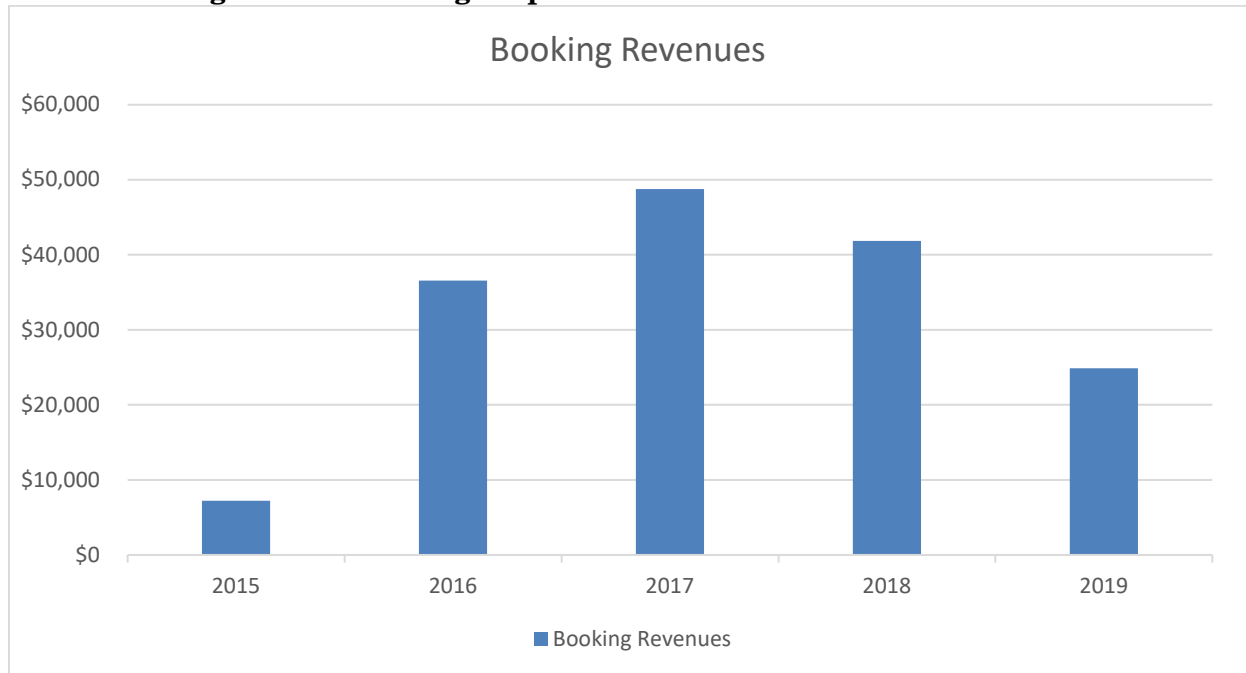
2015—Move to Cordova Center

\*\*2018 Not open on Mondays in summer

## Cordova Center 3<sup>rd</sup> Quarter Report 2019

The Cordova Center Management Team consists of Mimi Briggs, Malvin Fajardo, Jason Gabrielson, Paula Payne. With assistance from Cathy Sherman.

- **Cordova Center Use Policy.** Posted on website (thecordovacenter.com). *Always continuing to make notes for year-end review.* The team met and began updating the Use Policy for the year-end review.
- **Bookings: \* 2019 through April 30th**



- **Donations:**
  - \$1000 Theatre Seat; \$100 Donor Wall Fish
- **Grants:**
  - DOT Grant to complete staircase to Railroad Avenue
  - \$15,000 Cordova Center Foundation for Theatre Accessories, Copper Letters on front of building and landscaping projects.
- **Landscaping:**
  - Continuing to plant perennials.
  - Landscaped and built support base for bell. Interpretive signage on order.
  - Archway design underway for Library garden.
- **Marketing:**
  - Cordova Center Facility Guide being completed by graphic designer.
  - Cordova Center Stat Sheet being completed by graphic designer.

## MEMORANDUM

TO: CITY COUNCIL  
FROM: Jason Gabrielson, Information Services Director  
DATE: October 4, 2019  
SUBJECT: Q3 2019 Department Report

This memo summarizes activities and accomplishments of the Information Services Department (Information Technology) during the third quarter of 2019.

### Web Site Traffic

- [www.cityofcordova.net](http://www.cityofcordova.net) had 9178 visits
- [www.thecordovacenter.com](http://www.thecordovacenter.com) had 420 visits
- [www.cordovalibrary.org](http://www.cordovalibrary.org) had 540 visits
- [www.cordovamuseum.org](http://www.cordovamuseum.org) is down for rebuilding

### YouTube

- Council YouTube views for the quarter held at 598, with 11 new subscribers bringing the total subscribers to 78.

### IT (Network, Systems, Policies, Misc.)

- UPS Battery backups in MDF had a battery fail, replacement on order and on budget. *(UPDATE Batteries arrived and replaced.)*
- The Harbor and PD have acquired a camera system by donation. *(UPDATE: Cameras and radios have been configured, troubleshooting server issues, possible DOA hardware. Software licensing to be investigated as the original software license has been lost by the retailer and/or NVE.) (UPDATE 2: New RAID card installed in server to restore function, original software license recovered from vendor, all enclosures built out and prepared for deployment.) (UPDATE 3: Malvin & Jason ran ethernet in Cordova Center for server and radio install, and will deploy a test camera as weather permits.)*
- Jason is working with Denis to develop an interactive language kiosk for the museum. We are waiting on content from partnering entities. *(UPDATE: Kiosk is built and in place awaiting content from project partners.)*
- We will be installing a device charging station in the library as well as a new public use printer. These were purchased using the PLAG (Public Library Assistance Grant). *(UPDATE – Charging station installed, using up remaining toner in old printer before installing the new one.)*
- Jason is working with Denis to install humidity and temperature sensors in museum displays. *(ON HOLD pending exhibit locations, and scheduling time with Denis.)*
- Cordova Center camera server had 2 hard drives fail, replacements arrived and installed, waiting on updated operating system to arrive. We will add the server to our contract with Arctic IT so that future problems will be caught by monitoring.

- Annual workstation replacements have arrived. Jason scheduling time with Arctic IT for installs.
- Jason working with Stage of the Tide to train a user how to operate stage lighting.
- Malvin, Jason, and Liane lowered speaker arrays in theatre to improve sound quality and decrease noise bleed into the museum.
- Websites have been moved to a new hosting server and can now be updated to the newest content management software. (*Jason to perform as time permits.*)
- The Library Wi-Fi users for the quarter: 4395



October 7<sup>th</sup>, 2019

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

Dear Council Members and Staff,

The City had a total of **\$9,388,821**, on deposit with UBS, distributed among five funded accounts as of **September 30<sup>th</sup>, 2019**. Three of these accounts are under active investment management, utilizing the UBS Portfolio Management Program (one Moderate Conservative World Allocation Portfolio within the Permanent Fund, as well as a Fixed Income portfolio in both the Central Treasury and Permanent Fund). Both the Permanent Fund and Central Treasury also contain an additional account, primarily used for cash management.

We are pleased to report that YTD in 2019 the City has experienced a gain of **\$815,730 NET comprised of the Permanent Fund, +9.54%, and the Central Treasury, +7.17%**.

**Note, per your instructions, there is currently \$1,300,000 in available cash for distribution.**

Thank you for taking the time to meet with Buck and Tammy last month. We are excited to have Tammy as part of our team. She brings a long history of experience and insight, especially to our institutional clients. We look forward to taking Cordova to the "next level" with this new relationship.

Turning to the markets, the third quarter felt rather eventful, but ended with little change in overall effect. The global equity markets sold off and rallied back to end the quarter essentially flat on trade news, netting a rounding error retracement. However the fixed income market rallied which helped to offset the stagnation in equities. We did notice an interesting shift near the end of quarter with investors rotating into higher quality assets from 'junkier' assets that have performed well over the past couple of years. We're curious to see if this trend continues, because it directly benefits components of your Alternative Investment allocation that seeks to extract the difference between high and low quality securities.

The rally in the bond market, due to the expected continued decline in interest rates, has created an interesting challenge. Typically during times of economic turmoil interest rate sensitive assets, such as high quality bonds, tend to be a good counterweight to riskier assets like stocks. Declining interest rates drive bond prices higher. This relationship exists because market participants value safety over return, bidding up bonds prices, in addition to the Fed lowering short-term rates. Eventually the return potential offered by riskier assets, due to prices being driven down in a selloff, become attractive enough for capital to flow from bonds back into return seeking assets. In short, eventually greed outweighs fear.

The bond market has rallied, but risk asset prices are still relatively high and therefore not attractive enough to warrant an increase in risk exposure. This leaves investors with an interesting dilemma -- where to go when both risk and protection are expensive? Because both ends of the scale are a bit overextended, we are balancing between the two and not making a large call either way as the reward is not worth the risk. Additionally we are allocating to assets that are less dependent on traditional factors such as mortgages and floating rate instruments to reduce sensitivity if there's a break one way or the other. We may not have a definitive answer to this riddle for some time, or it may be in a matter weeks, as the markets are evolving daily due to geopolitical shifts. Regardless, the fourth quarter promises to be interesting.

We look forward to continuing to serve the City,

Chad Adams, CFP® and Buck Adams, CFP®, ChFC®

Enc: COC, Total portfolio, Central Treasury, Permanent Fund reports



**Branch office:**  
3000 A Street  
Suite 100  
Anchorage, AK 995034040

**Financial Advisor:**  
  
AURORA WEALTH MANAGEMENT  
9072615900

# UBS Client Review

as of September 30, 2019

## Prepared for

CoC - CT

## Accounts included in this review

| Account  | Name             | Type                           |
|----------|------------------|--------------------------------|
| UX XX543 | • CT-BSA - Cash  | • Business Service Account     |
| UX XX046 | • CT-Quality Inc | • Portfolio Management Program |

## What's inside

|  |   |
|--|---|
| Asset allocation review. . . . .                 | 2 |
| Sources of portfolio value. . . . .              | 3 |
| Expected cash flow. . . . .                      | 4 |
| Important information about this report. . . . . | 5 |

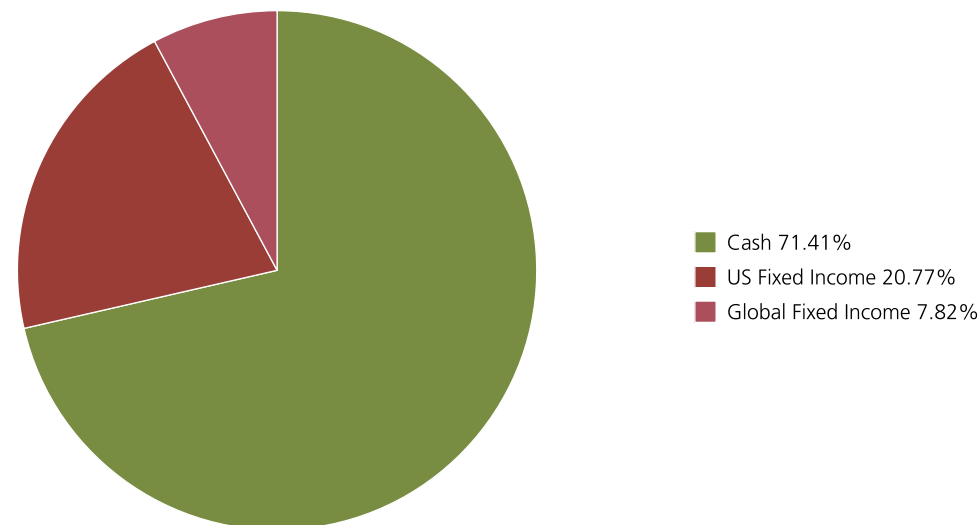
# Asset allocation review

as of September 30, 2019

## Summary of asset allocation

|                        | Market<br>value (\$)  | % of<br>Portfolio |
|------------------------|-----------------------|-------------------|
| <b>Cash</b>            | <b>1,320,899.29</b>   | <b>71.42</b>      |
| Cash                   | 1,320,899.29          | 71.42             |
| <b>Fixed Income</b>    | <b>528,700.32</b>     | <b>28.58</b>      |
| US                     | 384,113.04            | 20.76             |
| Global                 | 144,587.28            | 7.82              |
| <b>Equity</b>          | <b>0.00</b>           | <b>0.00</b>       |
| <b>Commodities</b>     | <b>0.00</b>           | <b>0.00</b>       |
| <b>Non-Traditional</b> | <b>0.00</b>           | <b>0.00</b>       |
| <b>Other</b>           | <b>0.00</b>           | <b>0.00</b>       |
| <b>Total Portfolio</b> | <b>\$1,849,599.61</b> | <b>100%</b>       |

Balanced mutual funds are allocated in the 'Other' category



# Sources of portfolio value

as of September 30, 2019

|                          | 2010                     | 2011                     | 2012                     | 2013                     | 2014                     | 2015                     | 2016                     | 2017                     | 2018                     | 2019                     |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                          | 12/31/2009 to 12/31/2010 | 12/31/2010 to 12/31/2011 | 12/31/2011 to 12/31/2012 | 12/31/2012 to 12/31/2013 | 12/31/2013 to 12/31/2014 | 12/31/2014 to 12/31/2015 | 12/31/2015 to 12/31/2016 | 12/31/2016 to 12/31/2017 | 12/31/2017 to 12/31/2018 | 12/31/2018 to 09/30/2019 |
| <b>Opening value</b>     | <b>1,046.64</b>          | <b>3,798,040.98</b>      | <b>5,360,951.88</b>      | <b>3,067,578.54</b>      | <b>5,089,543.21</b>      | <b>3,953,951.65</b>      | <b>6,725,752.69</b>      | <b>2,801,972.02</b>      | <b>1,065,025.29</b>      | <b>1,071,931.10</b>      |
| Net deposits/withdrawals | 3,797,164.36             | 1,454,067.65             | -2,400,150.00            | 2,029,280.69             | -1,200,150.00            | 2,791,258.16             | -3,979,951.03            | -1,807,017.12            | 0.00                     | 700,025.00               |
| Investment return        | -170.02                  | 108,843.26               | 106,776.66               | -7,316.02                | 64,558.43                | -19,457.11               | 56,170.36                | 70,070.39                | 6,905.81                 | 77,643.51                |
| <b>Closing value</b>     | <b>3,798,040.98</b>      | <b>5,360,951.88</b>      | <b>3,067,578.54</b>      | <b>5,089,543.21</b>      | <b>3,953,951.65</b>      | <b>6,725,752.69</b>      | <b>2,801,972.02</b>      | <b>1,065,025.29</b>      | <b>1,071,931.10</b>      | <b>1,849,599.61</b>      |
| Net Time-weighted ROR    | -27.44                   | 2.31                     | 3.24                     | -0.03                    | 1.68                     | -0.25                    | 1.80                     | 4.60                     | 0.65                     | 7.17                     |

Performance returns are annualized after 1 year. Investment return is the sum of dividends and interest income, change in accrued interest, change in market value and fees.

## Benchmarks - Annualized time-weighted returns

|                          |      |      |      |       |       |       |      |      |       |      |
|--------------------------|------|------|------|-------|-------|-------|------|------|-------|------|
| US Treasury Bill - 3 Mos | 0.13 | 0.07 | 0.08 | 0.05  | 0.02  | 0.03  | 0.26 | 0.82 | 1.82  | 1.76 |
| Barclays Gov/Crd Int A+  | 5.48 | 5.67 | 3.14 | -1.00 | 2.84  | 1.31  | 1.44 | 1.60 | 1.19  | 5.71 |
| Citigroup WGBI(USD)      | 5.17 | 6.35 | 1.65 | -4.00 | -0.48 | -3.57 | 1.60 | 7.49 | -0.84 | 6.27 |

# Expected cash flow

from 10/01/2019 to 09/30/2020

## Summary of expected cash flows

|                            | 2019         |              |              | 2020         |              |              |              |              |              |              |              |              |               |
|----------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|
|                            | October      | November     | December     | January      | February     | March        | April        | May          | June         | July         | August       | September    | Total (\$)    |
| <b>Total Portfolio</b>     | <b>1,561</b> | <b>1,474</b> | <b>1,983</b> | <b>1,561</b> | <b>1,474</b> | <b>1,983</b> | <b>1,561</b> | <b>1,474</b> | <b>1,983</b> | <b>1,561</b> | <b>1,474</b> | <b>1,983</b> | <b>20,071</b> |
| <b>Taxable</b>             | <b>1,561</b> | <b>1,474</b> | <b>1,983</b> | <b>1,561</b> | <b>1,474</b> | <b>1,983</b> | <b>1,561</b> | <b>1,474</b> | <b>1,983</b> | <b>1,561</b> | <b>1,474</b> | <b>1,983</b> | <b>20,071</b> |
| <b>Taxable U.S. income</b> | <b>1,561</b> | <b>1,474</b> | <b>1,983</b> | <b>1,561</b> | <b>1,474</b> | <b>1,983</b> | <b>1,561</b> | <b>1,474</b> | <b>1,983</b> | <b>1,561</b> | <b>1,474</b> | <b>1,983</b> |               |
| Dividends                  | 1,561        | 1,474        | 1,983        | 1,561        | 1,474        | 1,983        | 1,561        | 1,474        | 1,983        | 1,561        | 1,474        | 1,983        | 20,071        |

Includes all fixed income securities in the selected portfolio.



## Disclosures applicable to accounts at UBS Financial Services Inc.

This section contains important disclosures regarding the information and valuations presented here. 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. You should not rely on this information in making purchase or sell decisions, for tax purposes or otherwise.

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.

In our attempt to provide you with the highest quality information available, we have compiled this report using data obtained from recognized statistical sources and authorities in the financial industry. While we believe this information to be reliable, we cannot make any representations regarding its accuracy or completeness. Please keep this guide as your Advisory Review.

Please keep in mind that most investment objectives are long term. Although it is important to evaluate your portfolio's performance over multiple time periods, we believe the greatest emphasis should be placed on the longer period returns.

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

**Client Accounts:** This report may include 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 account activity and performance depending on which inception type you've chosen. The two options are: (1) All Assets (Since Performance Start): This presents performance for all assets since the earliest possible date; (2) Advisory Assets (Advisory Strategy Start) for individual advisory accounts: This presents Advisory level performance since the Latest Strategy Start date; If an account that has never been managed is included in the consolidated report, the total performance of that unmanaged account will be included since inception.

**Time-weighted Returns for accounts / SWP sleeves (Monthly periods):** 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 cash flow 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. This applies to all performance for all assets before 09/30/2010, Advisory assets before 12/31/2010 and SWP sleeves before 04/30/2018.

**Time-weighted Returns for accounts / SWP sleeves (Daily periods):** 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 plus the net value of cash flows that occurred during the day, if it was positive. 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. For reports generated prior to 01/26/2018, the performance calculations used the account's end of day value on the performance inception (listed in the report under the column "ITD") and all cash flows were posted at end of day. As a result of the change, the overall rate of return (TWR) and beginning market value displayed can vary from prior generated reports. This applies to all performance for all assets on or after

09/30/2010, Advisory assets on or after 12/31/2010, SWP sleeves on or after 04/30/2018 as well as all Asset Class and Security level returns.

**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. It should also be noted that where gross returns are compared to an index, the index performance also does not reflect any transaction costs, which would lower the performance results. Market index data maybe subject to review and revision.

**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. Although most portfolios use indices as benchmarks, portfolios are actively managed and generally are not restricted to investing only in securities in the index. As a result, your portfolio holdings and performance may vary substantially from the index. Each index reflects an unmanaged universe of securities without any deduction for advisory fees or other expenses that would reduce actual returns, as well as the reinvestment of all income and dividends. An actual investment in the securities included in the index would require an investor to incur transaction costs, which would lower the performance results. Indices are not actively managed and investors

cannot invest directly in the indices. Market index data maybe subject to review and revision. 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.

**Blended Index -** For Advisory accounts, Blended Index is designed to reflect the asset categories in which your account is invested. For Brokerage accounts, you have the option to select any benchmark from the list.

For certain products, the blended index represents the investment style corresponding to your client target allocation. If you change your client target allocation, your blended index will change in step with your change to your client target allocation.

Blended Index 2 - 8 - are optional indices selected by you which may consist of a blend of indexes. For advisory accounts, these indices are for informational purposes only. Depending on the selection, the benchmark selected may not be an appropriate basis for comparison of your portfolio based on its holdings.

**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. When shown on Client summary and/or Portfolio review report, program fees (including wrap fees) may not be included in net deposits/withdrawals.

PACE Program fees paid from sources other than your PACE account are treated as a contribution. A PACE



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

Program Fee rebate that is not reinvested is treated as a withdrawal.

**Deposits:** When shown on a report, this information represents the net value of all cash and securities contributions added to your accounts from the first day to the last day of the period. On Client Summary Report and/or Portfolio Review Report, this may exclude the Opening balance. For security contributions, securities are calculated using the end of day UBS FS price on the day securities are delivered in or out of the accounts.

**Withdrawals:** When shown on a report, this information represents the net value of all cash and securities withdrawals subtracted from your accounts from the first day to the last day of the period. On Client summary and/or portfolio review report Withdrawals may not include program fees (including wrap fees). For security withdrawals, securities are calculated using the end of day UBS FS price on the day securities are delivered in or out of the accounts.

**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. Change in Value may include program fees (including wrap fees) and other fees.

**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.

**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 will show 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 / Total" 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.

**Asset Allocation:** Your allocation analysis is based on your current portfolio. The Asset Allocation portion of this report shows the mix of various investment classes in your account. An asset allocation that shows a significantly higher percentage of equity investments may be more appropriate for an investor with a more aggressive investment strategy and higher tolerance for risk. Similarly, the asset allocation of a more conservative investor may show a higher percentage of fixed income investments.

**Separately Managed Accounts and Pooled Investment Vehicles** (such as mutual funds, closed end funds and exchanged traded funds): The asset classification displayed is based on firm's proprietary methodology for classifying assets. Please note that the asset classification assigned to rolled up strategies may include individual investments that provide exposure to other asset classes. For example, an International Developed Markets strategy may include exposure to Emerging Markets, and a US Large Cap strategy may include exposure to Mid Cap and Small Cap, etc.

**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 daily 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.

All pooled investment vehicles (such as mutual funds, closed end mutual funds, and exchange traded funds) incorporate internal management and operation expenses, which are reflected in the performance

returns. Please see relevant fund prospectus for more information. Please note, performance for mutual funds is inclusive of multiple share classes.

**Ineligible Assets:** We require that you hold and purchase only eligible managed assets in your advisory accounts. Please contact your Financial Advisor for a list of the eligible assets in your program. These reports may provide performance information for 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 advisory assets. 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. Neither UBS nor your Financial Advisor will act as your investment adviser with respect to Ineligible Assets.

**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.

**Equity Style:** The Growth, Value and Core labels are determined by Morningstar. If an Equity Style is unclassified, it is due to non-availability of data required by Morningstar to assign it a particular style.

**Equity Capitalization:** Market Capitalization is determined by Morningstar. Equity securities are classified as Large Cap, Mid Cap or Small Cap by Morningstar. Unclassified securities are those for which no capitalization is available on Morningstar.

**Estimated Annual Income:** The Estimated Annual Income is calculated by summing the previous four dividend rates per share and multiplying by the quantity of shares held in the selected account(s) as of the End



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

Date of Report.

**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.

**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 or associated persons provide tax or legal advice. You should consult with your tax and/or legal advisors regarding your personal circumstances.

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. If an account number begins with "@" this denotes assets or liabilities held at other financial institutions. Information about these assets, including valuation, account type and cost basis, is based on the information you provided to us, or provided to us by third party data aggregators or custodians at your direction. We have not verified, and are not responsible for, the accuracy or completeness of this information.

Account name(s) displayed in this report and labels used for groupings of accounts can be customizable "nicknames" chosen by you to assist you with your recordkeeping or may have been included by your financial advisor for reference purposes only. The names used have no legal effect, are not intended to reflect any strategy, product, recommendation, investment objective or risk profile associated with your accounts or any group of accounts, and are not a promise or guarantee that wealth, or any financial results, can or will be achieved. All investments involve the risk of loss, including the risk of loss of the entire investment.

For more information about account or group names, or to make changes, contact your Financial Advisor.

**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 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.

Performance History prior to the account's inception at UBS Financial Services, Inc. may have been included in this report and is based on data provided by third party sources. UBS Financial Services Inc. has not independently verified this information nor does UBS Financial Services Inc. guarantee the accuracy or validity of the information.

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**Branch office:**  
3000 A Street  
Suite 100  
Anchorage, AK 995034040

**Financial Advisor:**  
  
AURORA WEALTH MANAGEMENT  
9072615900

# UBS Client Review

as of September 30, 2019

## Prepared for

CoC - PF

## Accounts included in this review

^ performance and account start dates differ (see disclosures)

| Account   | Name              | Type                           |
|-----------|-------------------|--------------------------------|
| UX XX544  | • PF-Mkt Linkd CD | • Business Service Account     |
| UX XX545^ | • PF-Quality Inc  | • Portfolio Management Program |
| UX XX546  | • PF-Mod-Con      | • Portfolio Management Program |
| UX XX458  | • PF-Moderate     | • Business Service Account     |

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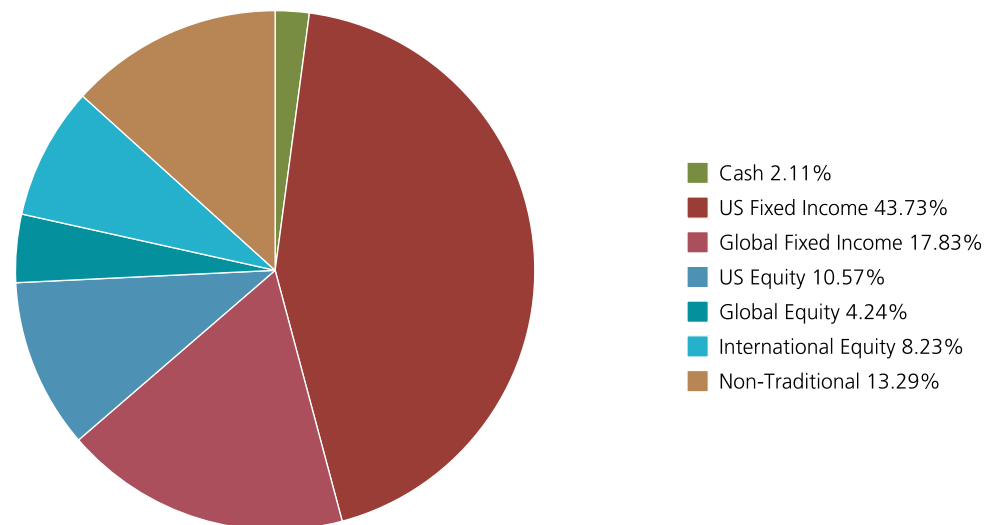
# Asset allocation review

as of September 30, 2019

## Summary of asset allocation

|                        | Market<br>value (\$)  | % of<br>Portfolio |
|------------------------|-----------------------|-------------------|
| <b>Cash</b>            | <b>158,345.84</b>     | <b>2.10</b>       |
| Cash                   | 158,345.84            | 2.10              |
| <b>Fixed Income</b>    | <b>4,641,451.97</b>   | <b>61.56</b>      |
| US                     | 3,296,852.28          | 43.73             |
| Global                 | 1,344,599.69          | 17.83             |
| <b>Equity</b>          | <b>1,737,505.63</b>   | <b>23.05</b>      |
| US                     | 797,183.65            | 10.57             |
| Global                 | 319,545.34            | 4.25              |
| International          | 620,776.64            | 8.23              |
| <b>Commodities</b>     | <b>0.00</b>           | <b>0.00</b>       |
| <b>Non-Traditional</b> | <b>1,001,918.73</b>   | <b>13.29</b>      |
| Non-Traditional        | 1,001,918.73          | 13.29             |
| <b>Other</b>           | <b>0.00</b>           | <b>0.00</b>       |
| <b>Total Portfolio</b> | <b>\$7,539,222.16</b> | <b>100%</b>       |

Balanced mutual funds are allocated in the 'Other' category



# Sources of portfolio value

as of September 30, 2019

|                          | 2010                     | 2011                     | 2012                     | 2013                     | 2014                     | 2015                     | 2016                     | 2017                     | 2018                     | 2019                     |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                          | 12/31/2009 to 12/31/2010 | 12/31/2010 to 12/31/2011 | 12/31/2011 to 12/31/2012 | 12/31/2012 to 12/31/2013 | 12/31/2013 to 12/31/2014 | 12/31/2014 to 12/31/2015 | 12/31/2015 to 12/31/2016 | 12/31/2016 to 12/31/2017 | 12/31/2017 to 12/31/2018 | 12/31/2018 to 09/30/2019 |
| <b>Opening value</b>     | <b>8,560,297.33</b>      | <b>3,758,471.31</b>      | <b>4,774,731.38</b>      | <b>6,652,800.94</b>      | <b>9,859,714.58</b>      | <b>10,194,351.69</b>     | <b>9,531,245.01</b>      | <b>8,593,822.33</b>      | <b>8,077,168.30</b>      | <b>7,770,160.11</b>      |
| Net deposits/withdrawals | -5,175,499.82            | 901,341.06               | 1,700,000.00             | 2,569,672.38             | 0.00                     | 0.00                     | -1,300,000.00            | -1,368,966.96            | 0.00                     | -969,025.00              |
| Investment return        | 373,673.80               | 114,919.01               | 178,069.55               | 637,241.26               | 334,637.11               | -663,106.68              | 362,577.31               | 852,312.93               | -307,008.19              | 738,087.05               |
| <b>Closing value</b>     | <b>3,758,471.31</b>      | <b>4,774,731.38</b>      | <b>6,652,800.94</b>      | <b>9,859,714.58</b>      | <b>10,194,351.69</b>     | <b>9,531,245.01</b>      | <b>8,593,822.33</b>      | <b>8,077,168.30</b>      | <b>7,770,160.11</b>      | <b>7,539,222.16</b>      |
| Net Time-weighted ROR    | 4.54                     | 2.92                     | 3.33                     | 9.04                     | 3.39                     | -6.50                    | 3.82                     | 11.07                    | -3.80                    | 9.54                     |

Performance returns are annualized after 1 year. Investment return is the sum of dividends and interest income, change in accrued interest, change in market value and fees.

## Benchmarks - Annualized time-weighted returns

|                          |       |       |       |       |       |       |      |       |       |       |
|--------------------------|-------|-------|-------|-------|-------|-------|------|-------|-------|-------|
| US Treasury Bill - 3 Mos | 0.13  | 0.07  | 0.08  | 0.05  | 0.02  | 0.03  | 0.26 | 0.82  | 1.82  | 1.76  |
| Barclays Agg Bond        | 6.54  | 7.84  | 4.21  | -2.02 | 5.97  | 0.55  | 2.65 | 3.54  | 0.01  | 8.52  |
| Barclays Gov/Crd Int A+  | 5.48  | 5.67  | 3.14  | -1.00 | 2.84  | 1.31  | 1.44 | 1.60  | 1.19  | 5.71  |
| Citigroup WGBI(USD)      | 5.17  | 6.35  | 1.65  | -4.00 | -0.48 | -3.57 | 1.60 | 7.49  | -0.84 | 6.27  |
| MSCI AC World - NR       | 12.67 | -7.35 | 16.13 | 22.80 | 4.16  | -2.36 | 7.86 | 23.97 | -9.41 | 16.20 |
| HFRX Global Hedge Fund   | 5.19  | -8.87 | 3.51  | 6.72  | -0.58 | -3.64 | 2.50 | 6.00  | -6.72 | 5.89  |

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

Report created on: October 01, 2019

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# Expected cash flow

from 10/01/2019 to 09/30/2020

## Summary of expected cash flows

|                         | 2019    |          |          | 2020    |          |        |        |        |        |        |        |           |            |
|-------------------------|---------|----------|----------|---------|----------|--------|--------|--------|--------|--------|--------|-----------|------------|
|                         | October | November | December | January | February | March  | April  | May    | June   | July   | August | September | Total (\$) |
| Total Portfolio         | 18,373  | 17,009   | 50,882   | 18,373  | 17,009   | 27,204 | 18,373 | 17,009 | 29,372 | 18,373 | 17,009 | 27,204    | 276,188    |
|                         |         |          |          |         |          |        |        |        |        |        |        |           |            |
| Taxable                 | 18,373  | 17,009   | 50,541   | 18,373  | 17,009   | 26,862 | 18,373 | 17,009 | 29,030 | 18,373 | 17,009 | 26,862    | 274,821    |
| Taxable U.S. income     | 18,373  | 17,009   | 47,279   | 18,373  | 17,009   | 26,862 | 18,373 | 17,009 | 29,030 | 18,373 | 17,009 | 26,862    |            |
| Dividends               | 18,373  | 17,009   | 47,279   | 18,373  | 17,009   | 26,862 | 18,373 | 17,009 | 29,030 | 18,373 | 17,009 | 26,862    |            |
| Taxable non-U.S. income |         |          | 3,262    |         |          |        |        |        |        |        |        |           |            |
| Dividends               |         |          | 3,262    |         |          |        |        |        |        |        |        |           |            |
|                         |         |          |          |         |          |        |        |        |        |        |        |           |            |
| Tax-exempt              |         |          | 342      |         |          | 342    |        |        | 342    |        |        | 342       | 1,366      |
| Tax-exempt U.S. income  |         |          | 342      |         |          | 342    |        |        | 342    |        |        | 342       | 1,366      |
| Dividends               |         |          | 342      |         |          | 342    |        |        | 342    |        |        | 342       |            |

Includes all fixed income securities in the selected portfolio.



## Disclosures applicable to accounts at UBS Financial Services Inc.

This section contains important disclosures regarding the information and valuations presented here. 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. You should not rely on this information in making purchase or sell decisions, for tax purposes or otherwise.

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.

In our attempt to provide you with the highest quality information available, we have compiled this report using data obtained from recognized statistical sources and authorities in the financial industry. While we believe this information to be reliable, we cannot make any representations regarding its accuracy or completeness. Please keep this guide as your Advisory Review.

Please keep in mind that most investment objectives are long term. Although it is important to evaluate your portfolio's performance over multiple time periods, we believe the greatest emphasis should be placed on the longer period returns.

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

**Client Accounts:** This report may include 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 account activity and performance depending on which inception type you've chosen. The two options are: (1) All Assets (Since Performance Start): This presents performance for all assets since the earliest possible date; (2) Advisory Assets (Advisory Strategy Start) for individual advisory accounts: This presents Advisory level performance since the Latest Strategy Start date; If an account that has never been managed is included in the consolidated report, the total performance of that unmanaged account will be included since inception.

**Time-weighted Returns for accounts / SWP sleeves (Monthly periods):** 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 cash flow 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. This applies to all performance for all assets before 09/30/2010, Advisory assets before 12/31/2010 and SWP sleeves before 04/30/2018.

**Time-weighted Returns for accounts / SWP sleeves (Daily periods):** 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 plus the net value of cash flows that occurred during the day, if it was positive. 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. For reports generated prior to 01/26/2018, the performance calculations used the account's end of day value on the performance inception (listed in the report under the column "ITD") and all cash flows were posted at end of day. As a result of the change, the overall rate of return (TWR) and beginning market value displayed can vary from prior generated reports. This applies to all performance for all assets on or after

09/30/2010, Advisory assets on or after 12/31/2010, SWP sleeves on or after 04/30/2018 as well as all Asset Class and Security level returns.

**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. It should also be noted that where gross returns are compared to an index, the index performance also does not reflect any transaction costs, which would lower the performance results. Market index data maybe subject to review and revision.

**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. Although most portfolios use indices as benchmarks, portfolios are actively managed and generally are not restricted to investing only in securities in the index. As a result, your portfolio holdings and performance may vary substantially from the index. Each index reflects an unmanaged universe of securities without any deduction for advisory fees or other expenses that would reduce actual returns, as well as the reinvestment of all income and dividends. An actual investment in the securities included in the index would require an investor to incur transaction costs, which would lower the performance results. Indices are not actively managed and investors

cannot invest directly in the indices. Market index data maybe subject to review and revision. 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.

**Blended Index -** For Advisory accounts, Blended Index is designed to reflect the asset categories in which your account is invested. For Brokerage accounts, you have the option to select any benchmark from the list.

For certain products, the blended index represents the investment style corresponding to your client target allocation. If you change your client target allocation, your blended index will change in step with your change to your client target allocation.

Blended Index 2 - 8 - are optional indices selected by you which may consist of a blend of indexes. For advisory accounts, these indices are for informational purposes only. Depending on the selection, the benchmark selected may not be an appropriate basis for comparison of your portfolio based on its holdings.

**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. When shown on Client summary and/or Portfolio review report, program fees (including wrap fees) may not be included in net deposits/withdrawals.

PACE Program fees paid from sources other than your PACE account are treated as a contribution. A PACE



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

Program Fee rebate that is not reinvested is treated as a withdrawal.

**Deposits:** When shown on a report, this information represents the net value of all cash and securities contributions added to your accounts from the first day to the last day of the period. On Client Summary Report and/or Portfolio Review Report, this may exclude the Opening balance. For security contributions, securities are calculated using the end of day UBS FS price on the day securities are delivered in or out of the accounts.

**Withdrawals:** When shown on a report, this information represents the net value of all cash and securities withdrawals subtracted from your accounts from the first day to the last day of the period. On Client summary and/or portfolio review report Withdrawals may not include program fees (including wrap fees). For security withdrawals, securities are calculated using the end of day UBS FS price on the day securities are delivered in or out of the accounts.

**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. Change in Value may include programs fees (including wrap fees) and other fees.

**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.

**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 will show 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 / Total" 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.

**Asset Allocation:** Your allocation analysis is based on your current portfolio. The Asset Allocation portion of this report shows the mix of various investment classes in your account. An asset allocation that shows a significantly higher percentage of equity investments may be more appropriate for an investor with a more aggressive investment strategy and higher tolerance for risk. Similarly, the asset allocation of a more conservative investor may show a higher percentage of fixed income investments.

**Separately Managed Accounts and Pooled Investment Vehicles** (such as mutual funds, closed end funds and exchanged traded funds): The asset classification displayed is based on firm's proprietary methodology for classifying assets. Please note that the asset classification assigned to rolled up strategies may include individual investments that provide exposure to other asset classes. For example, an International Developed Markets strategy may include exposure to Emerging Markets, and a US Large Cap strategy may include exposure to Mid Cap and Small Cap, etc.

**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 daily 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.

All pooled investment vehicles (such as mutual funds, closed end mutual funds, and exchange traded funds) incorporate internal management and operation expenses, which are reflected in the performance

returns. Please see relevant fund prospectus for more information. Please note, performance for mutual funds is inclusive of multiple share classes.

**Ineligible Assets:** We require that you hold and purchase only eligible managed assets in your advisory accounts. Please contact your Financial Advisor for a list of the eligible assets in your program. These reports may provide performance information for 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 advisory assets. 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. Neither UBS nor your Financial Advisor will act as your investment adviser with respect to Ineligible Assets.

**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.

**Equity Style:** The Growth, Value and Core labels are determined by Morningstar. If an Equity Style is unclassified, it is due to non-availability of data required by Morningstar to assign it a particular style.

**Equity Capitalization:** Market Capitalization is determined by Morningstar. Equity securities are classified as Large Cap, Mid Cap or Small Cap by Morningstar. Unclassified securities are those for which no capitalization is available on Morningstar.

**Estimated Annual Income:** The Estimated Annual Income is calculated by summing the previous four dividend rates per share and multiplying by the quantity of shares held in the selected account(s) as of the End



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

Date of Report.

**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.

**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 or associated persons provide tax or legal advice. You should consult with your tax and/or legal advisors regarding your personal circumstances.

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. If an account number begins with "@" this denotes assets or liabilities held at other financial institutions. Information about these assets, including valuation, account type and cost basis, is based on the information you provided to us, or provided to us by third party data aggregators or custodians at your direction. We have not verified, and are not responsible for, the accuracy or completeness of this information.

Account name(s) displayed in this report and labels used for groupings of accounts can be customizable "nicknames" chosen by you to assist you with your recordkeeping or may have been included by your financial advisor for reference purposes only. The names used have no legal effect, are not intended to reflect any strategy, product, recommendation, investment objective or risk profile associated with your accounts or any group of accounts, and are not a promise or guarantee that wealth, or any financial results, can or will be achieved. All investments involve the risk of loss, including the risk of loss of the entire investment.

For more information about account or group names, or to make changes, contact your Financial Advisor.

**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 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.

Performance History prior to the account's inception at UBS Financial Services, Inc. may have been included in this report and is based on data provided by third party sources. UBS Financial Services Inc. has not independently verified this information nor does UBS Financial Services Inc. guarantee the accuracy or validity of the information.

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**Branch office:**  
3000 A Street  
Suite 100  
Anchorage, AK 995034040

**Financial Advisor:**  
  
AURORA WEALTH MANAGEMENT  
9072615900

# UBS Client Review

as of September 30, 2019

## Prepared for

CoC - Total

## Accounts included in this review

^ performance and account start dates differ (see disclosures)

| Account   | Name              | Type                                  |
|-----------|-------------------|---------------------------------------|
| UX XX542^ | • CT              | • Basic Investment Account - Business |
| UX XX543  | • CT-BSA - Cash   | • Business Service Account            |
| UX XX544  | • PF-Mkt Linkd CD | • Business Service Account            |
| UX XX545^ | • PF-Quality Inc  | • Portfolio Management Program        |
| UX XX546  | • PF-Mod-Con      | • Portfolio Management Program        |
| UX XX046  | • CT-Quality Inc  | • Portfolio Management Program        |
| UX XX458  | • PF-Moderate     | • Business Service Account            |

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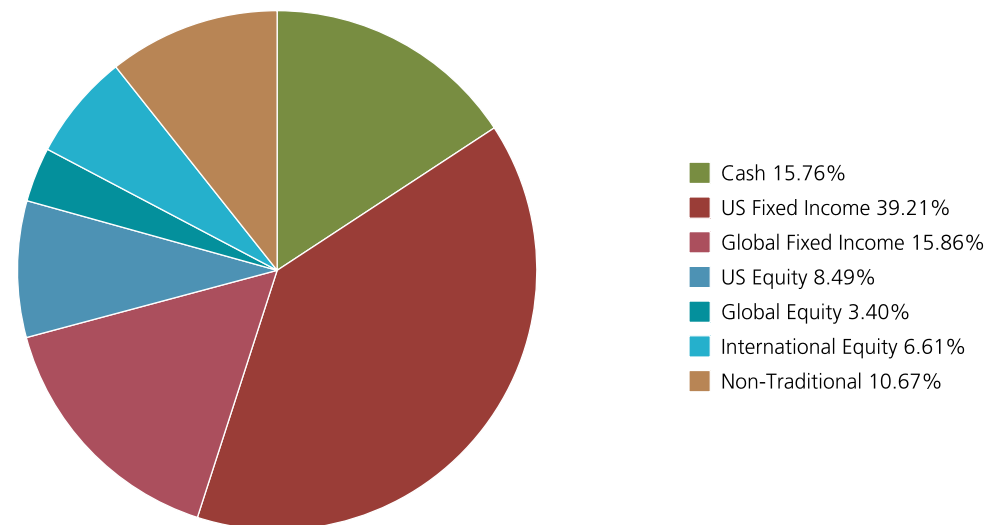
# Asset allocation review

as of September 30, 2019

## Summary of asset allocation

|                        | Market<br>value (\$)  | % of<br>Portfolio |
|------------------------|-----------------------|-------------------|
| <b>Cash</b>            | <b>1,479,245.13</b>   | <b>15.76</b>      |
| Cash                   | 1,479,245.13          | 15.76             |
| <b>Fixed Income</b>    | <b>5,170,152.29</b>   | <b>55.06</b>      |
| US                     | 3,680,965.32          | 39.20             |
| Global                 | 1,489,186.97          | 15.86             |
| <b>Equity</b>          | <b>1,737,505.63</b>   | <b>18.51</b>      |
| US                     | 797,183.65            | 8.49              |
| Global                 | 319,545.34            | 3.41              |
| International          | 620,776.64            | 6.61              |
| <b>Commodities</b>     | <b>0.00</b>           | <b>0.00</b>       |
| <b>Non-Traditional</b> | <b>1,001,918.73</b>   | <b>10.67</b>      |
| Non-Traditional        | 1,001,918.73          | 10.67             |
| <b>Other</b>           | <b>0.00</b>           | <b>0.00</b>       |
| <b>Total Portfolio</b> | <b>\$9,388,821.77</b> | <b>100%</b>       |

Balanced mutual funds are allocated in the 'Other' category



# Sources of portfolio value

as of September 30, 2019

|                          | 2010                     | 2011                     | 2012                     | 2013                     | 2014                     | 2015                     | 2016                     | 2017                     | 2018                     | 2019                     |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                          | 12/31/2009 to 12/31/2010 | 12/31/2010 to 12/31/2011 | 12/31/2011 to 12/31/2012 | 12/31/2012 to 12/31/2013 | 12/31/2013 to 12/31/2014 | 12/31/2014 to 12/31/2015 | 12/31/2015 to 12/31/2016 | 12/31/2016 to 12/31/2017 | 12/31/2017 to 12/31/2018 | 12/31/2018 to 09/30/2019 |
| <b>Opening value</b>     | <b>14,354,842.95</b>     | <b>11,370,874.09</b>     | <b>12,345,567.07</b>     | <b>11,714,570.59</b>     | <b>14,949,257.80</b>     | <b>14,148,303.33</b>     | <b>16,256,997.71</b>     | <b>11,395,794.35</b>     | <b>9,142,193.59</b>      | <b>8,842,091.21</b>      |
| Net deposits/withdrawals | -3,574,432.46            | 654,966.00               | -950,150.00              | 2,619,547.38             | -1,200,150.00            | 2,791,258.16             | -5,279,951.03            | -3,175,984.08            | 0.00                     | -269,000.00              |
| Investment return        | 590,463.60               | 319,726.97               | 319,153.52               | 615,139.83               | 399,195.54               | -682,563.79              | 418,747.67               | 922,383.32               | -300,102.38              | 815,730.57               |
| <b>Closing value</b>     | <b>11,370,874.09</b>     | <b>12,345,567.07</b>     | <b>11,714,570.59</b>     | <b>14,949,257.80</b>     | <b>14,148,303.33</b>     | <b>16,256,997.71</b>     | <b>11,395,794.35</b>     | <b>9,142,193.59</b>      | <b>8,842,091.21</b>      | <b>9,388,821.77</b>      |
| Net Time-weighted ROR    | 4.43                     | 3.02                     | 3.01                     | 5.46                     | 3.04                     | -3.92                    | 3.73                     | 9.98                     | -3.28                    | 9.25                     |

Performance returns are annualized after 1 year. Investment return is the sum of dividends and interest income, change in accrued interest, change in market value and fees.

## Benchmarks - Annualized time-weighted returns

|                          |       |       |       |       |       |       |      |       |       |       |
|--------------------------|-------|-------|-------|-------|-------|-------|------|-------|-------|-------|
| US Treasury Bill - 3 Mos | 0.13  | 0.07  | 0.08  | 0.05  | 0.02  | 0.03  | 0.26 | 0.82  | 1.82  | 1.76  |
| Barclays Agg Bond        | 6.54  | 7.84  | 4.21  | -2.02 | 5.97  | 0.55  | 2.65 | 3.54  | 0.01  | 8.52  |
| Barclays Gov/Crd Int A+  | 5.48  | 5.67  | 3.14  | -1.00 | 2.84  | 1.31  | 1.44 | 1.60  | 1.19  | 5.71  |
| Citigroup WGBI(USD)      | 5.17  | 6.35  | 1.65  | -4.00 | -0.48 | -3.57 | 1.60 | 7.49  | -0.84 | 6.27  |
| MSCI AC World - NR       | 12.67 | -7.35 | 16.13 | 22.80 | 4.16  | -2.36 | 7.86 | 23.97 | -9.41 | 16.20 |
| HFRX Global Hedge Fund   | 5.19  | -8.87 | 3.51  | 6.72  | -0.58 | -3.64 | 2.50 | 6.00  | -6.72 | 5.89  |

# Expected cash flow

from 10/01/2019 to 09/30/2020

## Summary of expected cash flows

|                                | 2019          |               |               | 2020          |               |               |               |               |               |               |               |               |                |
|--------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
|                                | October       | November      | December      | January       | February      | March         | April         | May           | June          | July          | August        | September     | Total (\$)     |
| <b>Total Portfolio</b>         | <b>19,934</b> | <b>18,483</b> | <b>52,865</b> | <b>19,934</b> | <b>18,483</b> | <b>29,187</b> | <b>19,934</b> | <b>18,483</b> | <b>31,355</b> | <b>19,934</b> | <b>18,483</b> | <b>29,187</b> | <b>296,259</b> |
| <b>Taxable</b>                 | <b>19,934</b> | <b>18,483</b> | <b>52,524</b> | <b>19,934</b> | <b>18,483</b> | <b>28,845</b> | <b>19,934</b> | <b>18,483</b> | <b>31,013</b> | <b>19,934</b> | <b>18,483</b> | <b>28,845</b> | <b>294,892</b> |
| <b>Taxable U.S. income</b>     | <b>19,934</b> | <b>18,483</b> | <b>49,262</b> | <b>19,934</b> | <b>18,483</b> | <b>28,845</b> | <b>19,934</b> | <b>18,483</b> | <b>31,013</b> | <b>19,934</b> | <b>18,483</b> | <b>28,845</b> |                |
| Dividends                      | 19,934        | 18,483        | 49,262        | 19,934        | 18,483        | 28,845        | 19,934        | 18,483        | 31,013        | 19,934        | 18,483        | 28,845        | 291,630        |
| <b>Taxable non-U.S. income</b> |               |               | <b>3,262</b>  |               |               |               |               |               |               |               |               |               |                |
| Dividends                      |               |               | 3,262         |               |               |               |               |               |               |               |               |               | 3,262          |
| <b>Tax-exempt</b>              |               |               | <b>342</b>    |               |               | <b>342</b>    |               |               | <b>342</b>    |               |               | <b>342</b>    | <b>1,366</b>   |
| <b>Tax-exempt U.S. income</b>  |               |               | <b>342</b>    |               |               | <b>342</b>    |               |               | <b>342</b>    |               |               | <b>342</b>    |                |
| Dividends                      |               |               | 342           |               |               | 342           |               |               | 342           |               |               | 342           | 1,366          |

Includes all fixed income securities in the selected portfolio.



## Disclosures applicable to accounts at UBS Financial Services Inc.

This section contains important disclosures regarding the information and valuations presented here. 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. You should not rely on this information in making purchase or sell decisions, for tax purposes or otherwise.

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.

In our attempt to provide you with the highest quality information available, we have compiled this report using data obtained from recognized statistical sources and authorities in the financial industry. While we believe this information to be reliable, we cannot make any representations regarding its accuracy or completeness. Please keep this guide as your Advisory Review.

Please keep in mind that most investment objectives are long term. Although it is important to evaluate your portfolio's performance over multiple time periods, we believe the greatest emphasis should be placed on the longer period returns.

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

**Client Accounts:** This report may include 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 account activity and performance depending on which inception type you've chosen. The two options are: (1) All Assets (Since Performance Start): This presents performance for all assets since the earliest possible date; (2) Advisory Assets (Advisory Strategy Start) for individual advisory accounts: This presents Advisory level performance since the Latest Strategy Start date; If an account that has never been managed is included in the consolidated report, the total performance of that unmanaged account will be included since inception.

**Time-weighted Returns for accounts / SWP sleeves (Monthly periods):** 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 cash flow 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. This applies to all performance for all assets before 09/30/2010, Advisory assets before 12/31/2010 and SWP sleeves before 04/30/2018.

**Time-weighted Returns for accounts / SWP sleeves (Daily periods):** 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 plus the net value of cash flows that occurred during the day, if it was positive. 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. For reports generated prior to 01/26/2018, the performance calculations used the account's end of day value on the performance inception (listed in the report under the column "ITD") and all cash flows were posted at end of day. As a result of the change, the overall rate of return (TWR) and beginning market value displayed can vary from prior generated reports. This applies to all performance for all assets on or after

09/30/2010, Advisory assets on or after 12/31/2010, SWP sleeves on or after 04/30/2018 as well as all Asset Class and Security level returns.

**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. It should also be noted that where gross returns are compared to an index, the index performance also does not reflect any transaction costs, which would lower the performance results. Market index data maybe subject to review and revision.

**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. Although most portfolios use indices as benchmarks, portfolios are actively managed and generally are not restricted to investing only in securities in the index. As a result, your portfolio holdings and performance may vary substantially from the index. Each index reflects an unmanaged universe of securities without any deduction for advisory fees or other expenses that would reduce actual returns, as well as the reinvestment of all income and dividends. An actual investment in the securities included in the index would require an investor to incur transaction costs, which would lower the performance results. Indices are not actively managed and investors

cannot invest directly in the indices. Market index data maybe subject to review and revision. 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.

**Blended Index -** For Advisory accounts, Blended Index is designed to reflect the asset categories in which your account is invested. For Brokerage accounts, you have the option to select any benchmark from the list.

For certain products, the blended index represents the investment style corresponding to your client target allocation. If you change your client target allocation, your blended index will change in step with your change to your client target allocation.

Blended Index 2 - 8 - are optional indices selected by you which may consist of a blend of indexes. For advisory accounts, these indices are for informational purposes only. Depending on the selection, the benchmark selected may not be an appropriate basis for comparison of your portfolio based on its holdings.

**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. When shown on Client summary and/or Portfolio review report, program fees (including wrap fees) may not be included in net deposits/withdrawals.

PACE Program fees paid from sources other than your PACE account are treated as a contribution. A PACE



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

Program Fee rebate that is not reinvested is treated as a withdrawal.

**Deposits:** When shown on a report, this information represents the net value of all cash and securities contributions added to your accounts from the first day to the last day of the period. On Client Summary Report and/or Portfolio Review Report, this may exclude the Opening balance. For security contributions, securities are calculated using the end of day UBS FS price on the day securities are delivered in or out of the accounts.

**Withdrawals:** When shown on a report, this information represents the net value of all cash and securities withdrawals subtracted from your accounts from the first day to the last day of the period. On Client summary and/or portfolio review report Withdrawals may not include program fees (including wrap fees). For security withdrawals, securities are calculated using the end of day UBS FS price on the day securities are delivered in or out of the accounts.

**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. Change in Value may include program fees (including wrap fees) and other fees.

**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.

**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 will show 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 / Total" 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.

**Asset Allocation:** Your allocation analysis is based on your current portfolio. The Asset Allocation portion of this report shows the mix of various investment classes in your account. An asset allocation that shows a significantly higher percentage of equity investments may be more appropriate for an investor with a more aggressive investment strategy and higher tolerance for risk. Similarly, the asset allocation of a more conservative investor may show a higher percentage of fixed income investments.

**Separately Managed Accounts and Pooled Investment Vehicles** (such as mutual funds, closed end funds and exchanged traded funds): The asset classification displayed is based on firm's proprietary methodology for classifying assets. Please note that the asset classification assigned to rolled up strategies may include individual investments that provide exposure to other asset classes. For example, an International Developed Markets strategy may include exposure to Emerging Markets, and a US Large Cap strategy may include exposure to Mid Cap and Small Cap, etc.

**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 daily 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.

All pooled investment vehicles (such as mutual funds, closed end mutual funds, and exchange traded funds) incorporate internal management and operation expenses, which are reflected in the performance

returns. Please see relevant fund prospectus for more information. Please note, performance for mutual funds is inclusive of multiple share classes.

**Ineligible Assets:** We require that you hold and purchase only eligible managed assets in your advisory accounts. Please contact your Financial Advisor for a list of the eligible assets in your program. These reports may provide performance information for 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 advisory assets. 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. Neither UBS nor your Financial Advisor will act as your investment adviser with respect to Ineligible Assets.

**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.

**Equity Style:** The Growth, Value and Core labels are determined by Morningstar. If an Equity Style is unclassified, it is due to non-availability of data required by Morningstar to assign it a particular style.

**Equity Capitalization:** Market Capitalization is determined by Morningstar. Equity securities are classified as Large Cap, Mid Cap or Small Cap by Morningstar. Unclassified securities are those for which no capitalization is available on Morningstar.

**Estimated Annual Income:** The Estimated Annual Income is calculated by summing the previous four dividend rates per share and multiplying by the quantity of shares held in the selected account(s) as of the End



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

Date of Report.

**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.

**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 or associated persons provide tax or legal advice. You should consult with your tax and/or legal advisors regarding your personal circumstances.

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. If an account number begins with "@" this denotes assets or liabilities held at other financial institutions. Information about these assets, including valuation, account type and cost basis, is based on the information you provided to us, or provided to us by third party data aggregators or custodians at your direction. We have not verified, and are not responsible for, the accuracy or completeness of this information.

Account name(s) displayed in this report and labels used for groupings of accounts can be customizable "nicknames" chosen by you to assist you with your recordkeeping or may have been included by your financial advisor for reference purposes only. The names used have no legal effect, are not intended to reflect any strategy, product, recommendation, investment objective or risk profile associated with your accounts or any group of accounts, and are not a promise or guarantee that wealth, or any financial results, can or will be achieved. All investments involve the risk of loss, including the risk of loss of the entire investment.

For more information about account or group names, or to make changes, contact your Financial Advisor.

**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.

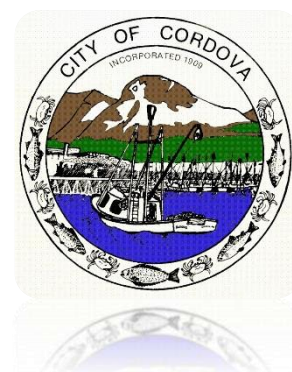
For insurance, annuities, and 529 Plans, UBS FS relies on information obtained from third party services it believes to be reliable. UBS FS does not independently verify or guarantee the accuracy or validity of any information provided by third parties. Information for insurance, annuities, and 529 Plans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

Performance History prior to the account's inception at UBS Financial Services, Inc. may have been included in this report and is based on data provided by third party sources. UBS Financial Services Inc. has not independently verified this information nor does UBS Financial Services Inc. guarantee the accuracy or validity of the information.

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



DATE: 10/9/19  
TO: Council and Mayor Koplin  
FROM: Susan Herschleb / Director of Parks and Recreation  
RE: 3<sup>rd</sup> quarter report 2019

Dear Council and Mayor,  
The 3<sup>rd</sup> quarter is all about transition for the Parks and Recreation Dept. We shift from summer into fall and the new school year; all facility schedules change, and we begin the process of winterizing all our parks.

The most striking change we see in this 3<sup>rd</sup> quarter, is revenue at Odiak Camper Park:

| REVENUE | <u>2018:</u> | <u>2019:</u> |
|---------|--------------|--------------|
| July -  | \$14,746     | \$15,466     |
| Aug -   | \$17,852     | \$8,826      |
| Sept.   | \$14,179     | \$3,298      |

Uncertainty about the AMHS schedule clearly impacted revenue at the Camper Park, and I presume the tax revenue generated around town, by those long-term tenants. Many families left early and were challenged to time their departure around the fishery openers and before the last scheduled ferry. The late announcement of an extended schedule was irritating to some of the long-term tenants that would have gladly waited another week.

In good news, the final seasonal billing to Ocean Beauty will be a substantial, unexpected boost for the Department. We have yet to receive payment, but the program ended this quarter. I believe we will be negotiating with them again soon. This 'pilot program' was a great way to promote wellness to their work force; however, the program will need some fine tuning. Loitering, Wi-Fi access and littering will need to be addressed. I sense a component of ownership and incentive may be helpful.

The roof on Bidarki Rec. Center was finished in about 9 days! The roofing crew was challenged on their very first day of work, with rain and gusts of 50 mph or more over night. From that day forward, the crew buckled down and finished strong! We are happy with the product and look forward to a winter with no leaks and continuity of service for our passholders.

If you have not been down to check out the Skater's Cabin beach expansion site, you should! The rock work is complete for this year. D1 road topping on the walking trail and pea gravel for the swimming area will be spread on the expansion area in the spring. Finally, a picnic table, 2 fire rings, and a bench will finish off the project. You can expect the swim platform to move to the new section of beach next summer. The swim platform needs to be on a beach open to the public, not for pay (related to permitting). The beach in front of the cabin will once again, be dedicated to those renting the cabin. I would like to remind folks that the beach in front of the cabin is only closed during rental periods and open all other times.

We have a lot going on this fall in both facilities. It has been enjoyable for the Rec. Dept. staff help coordinate these new activities! We have provided two facility calendars for you to see, birthday parties in each facility are being scheduled quite often as well, but not included on the calendars. We have Urban Ninja's (with Current Rhythms), Swim lessons (with WSI Karen Hallquist), Tae Kwon Do (with Ella Fish / Back Belt /all ages) and coming soon, some new options for training (with Desiree Jensen/ Rain or Shine Fitness and Training LLC). All our adult programming is well attended with the change in weather (Volleyball & Basketball, Cardio Class & Weight Training) and open gym, after school, is always busy!

Open registration for the Holiday Bazaar will begin Thursday Oct. 17<sup>th</sup>, 10:30am at Bidarki Rec. Center. We have expanded our temporary food service options for prospective vendors, keeping in mind the need for our youth fundraising groups to make some money! Food vendors will be able to register for the bazaar as well as, each Friday during moonlight madness. Moonlight madness food tables (2) will be stationed at the Cordova Center. The night of the Bazaar the 2 food vendors stationed at the Cordova Center will be allowed to open at 5pm an hour before the Bazaar, during the Christmas tree lighting. All tables (food and/or general merchandise) will be rented on a first come first serve basis. Vendors must have a State, local or special event business license to rent a table.



**CITY OF CORDOVA - PARKS AND RECREATION DEPARTMENT - 2019**  
**BIDARKI RECREATION CENTER 1ST QUARTER REPORT**

**REVENUE \*MONIES TAKEN IN AT BIDARKI**

| Month         | Bidarki<br>Enter.<br>Fee | Pool fee          | Skaters         | F.Mem           | ICE.W           | Facility Rentals |               | Misc.           | Totals             |
|---------------|--------------------------|-------------------|-----------------|-----------------|-----------------|------------------|---------------|-----------------|--------------------|
| January       | \$4,847.43               | \$1,882.42        | \$355.00        | \$350.00        | \$475.00        | \$100.00         |               | \$380.41        | \$8,390.26         |
| February      | \$2,005.00               | \$225.00          | \$230.00        | \$0.00          | \$170.00        | \$325.00         |               | \$0.00          | \$2,955.00         |
| March         | \$1,653.00               | \$400.00          | \$340.00        | \$0.00          | \$0.00          | \$450.00         |               | \$15.00         | \$2,858.00         |
| <b>Totals</b> | <b>\$8,505.43</b>        | <b>\$2,507.42</b> | <b>\$925.00</b> | <b>\$350.00</b> | <b>\$645.00</b> | <b>\$875.00</b>  | <b>\$0.00</b> | <b>\$395.41</b> | <b>\$14,203.26</b> |

**ATTENDANCE**

|               |             |          |          |          |          |          |          |          |             |
|---------------|-------------|----------|----------|----------|----------|----------|----------|----------|-------------|
| January       | 2205        |          |          |          |          |          |          |          | 2205        |
| February      | 3279        |          |          |          |          |          |          |          | 3279        |
| March         | 1623        |          |          |          |          |          |          |          | 1623        |
| <b>Totals</b> | <b>7107</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>7107</b> |

**CITY OF CORDOVA - PARKS AND RECREATION DEPARTMENT - 2019**  
**BOB KORN MEMORIAL POOL 1ST QUARTER**

**REVENUE \*MONIES TAKEN IN AT POOL**

| Month         | Pool<br>Enter.<br>Fee | Program       | Lesson        |               |               |               |               | Misc.         | Totals            |
|---------------|-----------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-------------------|
| January       | \$412.00              | \$0.00        | \$0.00        |               |               |               |               |               | \$412.00          |
| February      | \$466.00              | \$0.00        | \$0.00        |               |               |               |               |               | \$466.00          |
| March         | \$293.00              | \$0.00        | \$0.00        |               |               |               |               |               | \$293.00          |
| <b>Totals</b> | <b>\$1,171.00</b>     | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$1,171.00</b> |

**ATTENDANCE**

|               |             |          |          |          |          |          |          |          |             |
|---------------|-------------|----------|----------|----------|----------|----------|----------|----------|-------------|
| January       | 632         |          |          |          |          |          |          |          | 632         |
| February      | 480         |          |          |          |          |          |          |          | 480         |
| March         | 536         |          |          |          |          |          |          |          | 536         |
| <b>Totals</b> | <b>1648</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>1648</b> |

**CITY OF CORDOVA - PARKS AND RECREATION DEPARTMENT - 2019**  
**ODIAK CAMPER PARK & SHELTER COVE REVENUE**

At the end of march, we had \$950.00 in Odiak Space Deposits

**REVENUE**

|               |                   |               |               |               |               |               |               |               |                   |
|---------------|-------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-------------------|
| January       | \$0.00            |               |               |               |               |               |               |               | \$0.00            |
| February      | \$1,600.00        |               |               |               |               |               |               |               | \$1,600.00        |
| March         | \$1,637.40        |               |               |               |               |               |               |               | \$1,637.40        |
| <b>Totals</b> | <b>\$3,237.40</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$3,237.40</b> |

# October

## Bidarki Monthly Schedule

## 2019

| Sunday | Monday  | Tuesday  | Wednesday  | Thursday   | Friday  | Saturday              |
|--------|---|--|--|--|---|-----------------------|
|        |   | 1<br>Tot Time 10a-12p<br>Aerobics 12:15p-1:15p<br>Open Gym 2p-6:30p<br>Men's League 6:30p-8:30p  | 2<br>Open Gym -3:45<br>Urban Ninjas 4p-6:15p<br>Adult Volleyball 6:30-8:30p  | 3<br>Tot Time 10a-12p<br>Aerobics 12:15p-1:15p<br>Open Gym 2p-6:30p<br>Men's League 6:30p-8:30p  | 4<br>Aerobics 12p-1p<br>Open Gym 1:30-3:45p<br>Tae Kwon DO 4p-6p<br>Open Gym 6p-7p  | 5<br>Open Gym 12p-4p  |
| 6      | 7<br>Aerobics 12p-1p<br>Open Gym 1:30p-4:45p<br>Tae Kwon DO 5p-6:15p<br>Adult Volleyball 6:30p-8:30p  | 8<br>Tot Time 10a-12p<br>Aerobics 12:15p-1:15p<br>Open Gym 2p-6:30p<br>Men's League 6:30p-8:30p  | 9<br>Open Gym -3:45<br>Urban Ninjas 4p-6:15p<br>Adult Volleyball 6:30-8:30p  | 10<br>Tot Time 10a-12p<br>Aerobics 12:15p-1:15p<br>Open Gym 2p-6:30p<br>Men's League 6:30p-8:30p | 11<br>Aerobics 12p-1p<br>Open Gym 1:30-3:45p<br>Tae Kwon DO 4p-6p<br>Open Gym 6p-7p | 12<br>Open Gym 12p-4p |
| 13     | 14<br>Aerobics 12p-1p<br>Open Gym 1:30p-4:45p<br>Tae Kwon DO 5p-6:15p<br>Adult Volleyball 6:30p-8:30p | 15<br>Tot Time 10a-12p<br>Aerobics 12:15p-1:15p<br>Open Gym 2p-6:30p<br>Men's League 6:30p-8:30p | 16<br>Open Gym -3:45<br>Urban Ninjas 4p-6:15p<br>Adult Volleyball 6:30-8:30p | 17<br>Tot Time 10a-12p<br>Aerobics 12:15p-1:15p<br>Open Gym 2p-6:30p<br>Men's League 6:30p-8:30p | 18<br>Aerobics 12p-1p<br>Open Gym 1:30-3:45p<br>Tae Kwon DO 4p-6p<br>Open Gym 6p-7p | 19<br>Open Gym 12p-4p |
| 20     | 21<br>Aerobics 12p-1p<br>Open Gym 1:30p-4:45p<br>Tae Kwon DO 5p-6:15p<br>Adult Volleyball 6:30p-8:30p | 22<br>Tot Time 10a-12p<br>Aerobics 12:15p-1:15p<br>Open Gym 2p-6:30p<br>Men's League 6:30p-8:30p | 23<br>Open Gym -3:45<br>Urban Ninjas 4p-6:15p<br>Adult Volleyball 6:30-8:30p | 24<br>Tot Time 10a-12p<br>Aerobics 12:15p-1:15p<br>Open Gym 2p-6:30p<br>Men's League 6:30p-8:30p | 25<br>Aerobics 12p-1p<br>Open Gym 1:30-3:45p<br>Tae Kwon DO 4p-6p<br>Open Gym 6p-7p | 26<br>Open Gym 12p-4p |
| 27     | 28<br>Aerobics 12p-1p<br>Open Gym 1:30p-4:45p<br>Tae Kwon DO 5p-6:15p<br>Adult Volleyball 6:30p-8:30p | 29<br>Tot Time 10a-12p<br>Aerobics 12:15p-1:15p<br>Open Gym 2p-6:30p<br>Men's League 6:30p-8:30p | 30<br>Open Gym -3:45<br>Urban Ninjas 4p-6:15p<br>Adult Volleyball 6:30-8:30p | 31<br>Tot Time 10a-12p<br>Aerobics 12:15p-1:15p<br>Open Gym 2p-6:30p<br>Men's League 6:30p-8:30p |   |                       |
|        |   |  |  |  |   |                       |

# October

## Pool Monthly Schedule

# 2019

| Sunday   | Monday  | Tuesday   | Wednesday  | Thursday  | Friday   | Saturday  |
|--|---|---|--|---|--|---|
|  |   | 1<br>Swim team 6-8a<br>Lap/ EX Swim 8a-10a<br>School District 12-3:30p<br>Lap/ Ex Swim 5:30-7p  | 2<br>Swim team 6-8a<br>Lap/Ex Swim 8-10a<br>Swim Lessons 10-11a<br>School District 12-3:30p<br>Tot Swim 5:30-6:30p<br>Lap/Ex Swim 6:30-8p  | 3<br>Swim Team 6a-8a<br>Lap/ Ex Swim 8a-10A<br>School District 12-3:30p<br>Lap/ Ex Swim 5:30p-7p  | 4<br>Swim Team 6a-8a<br>Lap/Ex swim 8-10a<br>School District 12-3:30<br>Lap/Ex Swim 5:30-7p  | 5<br>Lap/ Ex Swim 9-11:30am<br>Open Swim 1-3p<br>Lap/Ex Swim 5:30-7p  |
| 6<br>Swim team 6-8a<br>Lap/Ex Swim 8-10a<br>Swim Lessons 10-11a<br>School District 12-3:30p<br>Tot Swim 5:30-6:30p<br>Lap/Ex Swim 6:30-8p  | 7<br>Swim team 6-8a<br>Lap/ EX Swim 8a-10a<br>School District 12-3:30p<br>Lap/ Ex Swim 5:30-7p  | 8<br>Swim team 6-8a<br>Lap/ EX Swim 8a-10a<br>School District 12-3:30p<br>Lap/ Ex Swim 5:30-7p  | 9<br>Swim team 6-8a<br>Lap/Ex Swim 8-10a<br>Swim Lessons 10-11a<br>School District 12-3:30p<br>Tot Swim 5:30-6:30p<br>Lap/Ex Swim 6:30-8p  | 10<br>Swim Team 6a-8a<br>Lap/ Ex Swim 8a-10A<br>School District 12-3:30p<br>Lap/ Ex Swim 5:30p-7p | 11<br>Swim Team 6a-8a<br>Lap/Ex swim 8-10a<br>School District 12-3:30<br>Lap/Ex Swim 5:30-7p | 12<br>Lap/ Ex Swim 9-11:30am<br>Open Swim 1-3p<br>Lap/Ex Swim 5:30-7p |
| 13<br>Swim team 6-8a<br>Lap/Ex Swim 8-10a<br>Swim Lessons 10-11a<br>School District 12-3:30p<br>Tot Swim 5:30-6:30p<br>Lap/Ex Swim 6:30-8p | 14<br>Swim team 6-8a<br>Lap/ EX Swim 8a-10a<br>School District 12-3:30p<br>Lap/ Ex Swim 5:30-7p | 15<br>Swim team 6-8a<br>Lap/ EX Swim 8a-10a<br>School District 12-3:30p<br>Lap/ Ex Swim 5:30-7p | 16<br>Swim team 6-8a<br>Lap/Ex Swim 8-10a<br>Swim Lessons 10-11a<br>School District 12-3:30p<br>Tot Swim 5:30-6:30p<br>Lap/Ex Swim 6:30-8p | 17<br>Swim Team 6a-8a<br>Lap/ Ex Swim 8a-10A<br>School District 12-3:30p<br>Lap/ Ex Swim 5:30p-7p | 18<br>Swim Team 6a-8a<br>Lap/Ex swim 8-10a<br>School District 12-3:30<br>Lap/Ex Swim 5:30-7p | 19<br>Lap/ Ex Swim 9-11:30am<br>Open Swim 1-3p<br>Lap/Ex Swim 5:30-7p |
| 20<br>Swim team 6-8a<br>Lap/Ex Swim 8-10a<br>Swim Lessons 10-11a<br>School District 12-3:30p<br>Tot Swim 5:30-6:30p<br>Lap/Ex Swim 6:30-8p | 21<br>Swim team 6-8a<br>Lap/ EX Swim 8a-10a<br>School District 12-3:30p<br>Lap/ Ex Swim 5:30-7p | 22<br>Swim team 6-8a<br>Lap/ EX Swim 8a-10a<br>School District 12-3:30p<br>Lap/ Ex Swim 5:30-7p | 23<br>Swim team 6-8a<br>Lap/Ex Swim 8-10a<br>Swim Lessons 10-11a<br>School District 12-3:30p<br>Tot Swim 5:30-6:30p<br>Lap/Ex Swim 6:30-8p | 24<br>Swim Team 6a-8a<br>Lap/ Ex Swim 8a-10A<br>School District 12-3:30p<br>Lap/ Ex Swim 5:30p-7p | 25<br>Swim Team 6a-8a<br>Lap/Ex swim 8-10a<br>School District 12-3:30<br>Lap/Ex Swim 5:30-7p | 26<br>Lap/ Ex Swim 9-11:30am<br>Open Swim 1-3p<br>Lap/Ex Swim 5:30-7p |
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TO: City Manager/City Council  
 FROM: Harbormaster Schinella  
 DATE: 10/01/2019  
 RE: Quarterly Activity Report Jul-Sept 2019

|                              |                            |     |      |                               |
|------------------------------|----------------------------|-----|------|-------------------------------|
| Exclusive Slips Assigned     | 670 out of 711 Total Slips |     |      | 95% Occupancy (as of 9/30/19) |
|                              | Jul                        | Aug | Sept | Total                         |
| Vessels Charged Daily Rate   | 10                         | 5   | 10   | 25                            |
| Vessels Charged Monthly Rate | 5                          | 5   | 2    | 12                            |
| Vessels Impound Status       | 3                          | 3   | 3    | 3                             |

|                |   |   |   |   |
|----------------|---|---|---|---|
| Port Arrivals: |   |   |   |   |
| Shoreside      | 2 | 2 | 1 | 5 |
| Samson         | 3 | 3 | 2 | 8 |

|                                     |        |
|-------------------------------------|--------|
| Used Oil Collected (Jan-Sept)       | 18,655 |
| Gals Used Oil Collected (Jul-Sept)  | 8135   |
| Gals Used Oil Delivered (Jan-Sept)  | 4800   |
| Gals Used oil shipped out (Jan-Mar) | 0      |

|                      |   |
|----------------------|---|
| Vessels Towed        | 1 |
| Vessels Pumped       | 5 |
| Vessel Bilges Pumped | 3 |

|                                |     |
|--------------------------------|-----|
| Vessel Haul outs Jul-Sept 2019 | 39  |
| Vessel Haul outs for 2019      | 126 |

#### GENERAL ACTIVITIES

- Transferred used oil from sorting tank to storage tank
- Delivered 1400 gals of used oil to High School
- Re-connected I-34 with 6 new thru rods
- Rebuilt K-105
- Delivered 800 gals of used oil to the City Shop
- Purchased three new 50lbs wheeled extinguishers and placed in North Harbor
- Installed new breakers and outlets at I-80, D-3, I-91, J-74
- Repaired water leak at J-114, B63
- Replaced rotted planks at 3 stage dock
- Replaced splash boards on J-33, K-105
- Swept the North Harbor sidewalks
- Build Grant & Harbor Matching Grant complete and submitted
- Assisted and greeted lightered passengers of the Le Soleal cruise vessel

- Conducted security duties 7 times for Samson Tug & Barge offloads
- Ordered materials for PWSSC & Loading dock repairs
- Replaced rotted out planks on PWSSC approach
- Monthly bills for vessel moorage and storage
- Made preps for Seattle Marine Expo
- Replaced rotted out planks on Loading dock
- Annual Travelift inspection, technician spent 3 days assisting with repairs and replacement of wire rope
- Conducted dock rounds daily
- USCG Valdez conducted annual Facility Security inspection of the Harbor facilities
- Marine Exchange of Alaska conducted annual FSP audit
- Cleaned restrooms twice each day
- Pumped and cleaned oil collection sumps
- Completed 2 Smartash burner cycles
- Cleaned EVOS room
- Picked trash out of the water throughout the harbor
- Installed new MARSEC signs on Ocean Dock, City Dock and North Fill ramp
- Oil & filter change on City Dock hoist
- Ran two 55 gallons of oil absorbents through wringer
- Picked up trash around dumpster areas
- Sent out annual stall invoices
- Cut brush around Harbor and around North ramp area
- Replaced split hydraulic hose on 3 stage hoist
- Weed wacked grass along sidewalk in North Harbor
- Picked up net clippings throughout the Harbor



THE STATE  
of ALASKA  
GOVERNOR MICHAEL J. DUNLEAVY

**Department of Commerce, Community,  
and Economic Development**

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

550 West Seventh Avenue, Suite 1640  
Anchorage, AK 99501  
Main: 907.269.4501 / 907.269.4581  
Programs fax: 907.269.4539

CERTIFIED MAIL/Return Receipt  
7053 1730 0000 6841 8337

September 30, 2019

City of Cordova  
Office of the Mayor  
PO Box 1210  
Cordova, AK 99574

Re: 2019 Full Value Determination

Dear Sir or Madam,

As required by AS 14.17.510 (Public Schools Foundation Program), the Department of Commerce, Community, and Economic Development has determined that, as of January 1st of the current year, the full and true value of taxable real and personal property within your municipality is as follows:

|                                     |                     |
|-------------------------------------|---------------------|
| Real Property:                      | \$236,312,200       |
| Personal Property:                  | \$86,032,867        |
| State Assessed Property (AS 43.56): | \$8,788,960         |
| Total:                              | <hr/> \$331,134,027 |

This full value determination is a final determination of the Department of Commerce, Community, and Economic Development. Pursuant to AS 14.17.510(a) and Alaska Rule of Appellate Procedure 602(a)(2), you have thirty days to appeal this determination to superior court. If you have any questions concerning this full value determination, please contact our office at (907) 269-4605.

Sincerely,

A handwritten signature in cursive script that reads "Marty McGee".

Marty McGee,  
State Assessor



**Cordova Chamber of Commerce**  
**PO Box 99**  
**Cordova, AK 99574**  
**907-424-7260**  
[cordovachamber.com](http://cordovachamber.com)

#### **Board of Directors**

---

**Lisa Koker**, President, Cordova Telephone Cooperative  
**Stephen Phillips**, VP, Cordova Computers  
**Katrina Hoffman**, Secretary, Prince William Sound Science Center/OSRI  
**Osa Schultz**, Treasurer, Seaview Condo/Pet Projects  
**Seawan Gehlbach**, At-Large, Alaska Marine Response/Seastar Suites  
**Teal Barmore**, Cordova Creative Media  
**LCDR Collin R. Bronson**, US Coast Guard  
**Natasha Casciano**, Cordova Gear  
**Jim Kacsh**, Individual  
**Clay Koplin**, Cordova Electric Cooperative  
**Alan Lanning**, Cordova City Manager  
**Raven Madison**, Native Village of Eyak  
**Pete Mickelson**, Individual  
**Ryan Schuetze**, Commercial Fisherman/  
Crow's Nest Printing  
**Theresa Tanner**, Chugach National Forest -  
Cordova Ranger District

City of Cordova  
PO Box 1210  
Cordova, AK 99574

October 1, 2019

Dear City Manager, Mayor Koplin and City Council Members,

The Cordova Chamber of Commerce board of directors and I would like to thank you for your continued support of our organization. We feel confident our work has multiplied the City's \$90,000 annual grant investment by supporting Cordova's small businesses, increasing economic impact from visitors and working to grow a more resilient, diversified economy in Cordova.

Today we are writing to request the **2019 3rd Quarter** installment of the City's grant to the Chamber in the amount of **\$22,500**.

You may be aware of our ongoing efforts to organize and arm Cordovans in the fight for adequate transportation service via water and air and continued municipal revenue sharing. Our staff has been working very closely with Mayor Koplin, City lobbyist John Bitney and our State elected officials along with other partners to attack this issue from every angle, and advocate for our community. This area remains a **primary focus** for us at this critical juncture in our State, and we welcome your help and participation.

Our efforts to produce high quality events that create a desire to visit and live in Cordova increase sales tax, bed tax and property tax revenue for the City, create opportunities for local businesses, and provide fun and adventure for residents. This year's Cordova Fungus Festival engaged residents and out of town guests with new ways to explore and utilize the natural world around them. The event held August 30<sup>th</sup> – September 1<sup>st</sup> drew over 100 attendees from within Cordova and around the state. Our keynote guest: master forager, author and chef, Chad Hyatt, led forays and presented wild food cooking demonstrations that wowed everyone from avid mycophiles to novice mushroomers and aspiring chefs to those just learning to cook. Prince William Sound Science Center and US Forest Service staff engaged youth at our kid-friendly events, including an afternoon of "Fungus Funtivities" and a kid-led kids' foray with 10-year-old Girdwood fungus phenom, Gabriel Wingard. Festival partner and local nonprofit, Copper River Watershed Project, exceeded its fundraising goal at the Wild Harvest Feast featuring Lindsay Kucera – Chef de Cuisine for Kaladi Brothers in Anchorage and guest of Copper River Marketing Association. As always, fungus fiber arts events by festival partner and local business, The Net Loft, were also a big hit.

We are looking forward to our annual Hometown Holiday Kick-off on December 6<sup>th</sup> featuring the lighting of the big tree and an appearance by Santa himself. We have already begun planning new ways to partner with City of Cordova Parks & Recreation staff for the Holiday Bazaar, and we look forward to our big annual *Shop Cordova First* push through our program, Moonlight Madness, on Fridays December 6<sup>th</sup>, 13<sup>th</sup> and 20<sup>th</sup>. Last year's Shop Local Passport program was so well received, that we plan to feature it again this year to encourage Cordovans to support local businesses with their holiday shopping. Events like these are key tools we use to enhance quality of life and support continual economic growth in every sector.



**Cordova Chamber of Commerce**  
**PO Box 99**  
**Cordova, AK 99574**  
**907-424-7260**  
[cordovachamber.com](http://cordovachamber.com)

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**Board of Directors**

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**Ryan Schuetze**, Commercial Fisherman/  
Crow's Nest Printing  
**Theresa Tanner**, Chugach National Forest -  
Cordova Ranger District

Our destination marketing efforts are continuing in new ways this year, as we aim to grow media coverage and word of mouth for Cordova's events and community which adds perceived value to all businesses and organizations based in Cordova as well as to the region as a whole. We recently partnered with Cordova Arts & Pageants to bring in Anchorage-based videographer Scott Jensen (Jensen-Hall Creative) to capture key imagery and document stories that communicate the unique culture and landscapes available to explore in Cordova. Three one-minute story-boarded video sequences targeted at varied key demographics will be strategically released via our Chamber website and social media throughout the next year.

Our targeted Tour Group outreach efforts are proving fruitful with two new expedition-sized passenger vessels planning stops in Cordova in 2020 (MS Bremen and MS Star Breeze) in addition to UnCruise Adventures, which is planning weekly visits May-September starting in 2021. Our recent scouting visit with UnCruise went very well, and they are now considering extending their stopovers from one day to two every week. In light of this new interest in Cordova as a cruise destination, the Chamber board and staff are preparing a set of recommendations for City Council to ensure these visits benefit the community to the fullest extent possible.

Some of the ongoing ways we are working to enhance quality of life while supporting Cordova's economic base and strategizing for future growth include: Small Business Development Support through Alaska Small Business Development Center (AKSBDC) webinars and one-on-one counseling at home or via our AKSBDC portal kiosk; providing business promotion and Visitor Center services in Cordova; maintaining a state of the art destination marketing and local resource website at [cordovachamber.com](http://cordovachamber.com); offering logistical support to Cordova Center and outside event/meeting groups; discounted promotional opportunities through our Cooperative Advertising campaigns; and supporting materials like the Cordova Coupon Book, Cordova Business Directory, and the Cordova Shopping & Dining Guide. Additionally, in 2020 we are planning to partner with The Cordova Times to produce and distribute statewide a reimagined *Cordova Visitor Guide*. In addition to these services, we also provide platforms for residents and stakeholders to get involved and help the community through events like the Cordova Economic Summit, high school and college-level internships, participation on planning committees, and SpEd as well as community-wide volunteer opportunities at events and in our Visitor Center. We could not do any of this work without your financial and logistical support. On behalf of all our members and Cordova's citizens – Thank you!

Sincerely,  
Cathy Renfeldt

Executive Director



To the City Council

RECEIVED  
OCT 04 2019  
City of Cordova

To the Cordova City Council,  
I would like to express my appreciation  
to the Council for not being considered  
for the City Mgr position which was  
recently up for grabs. I gotta tell  
you I was hanging on a hook  
waiting to regale the Council with  
an interview full of my exploits;  
when lo and behold... somebody  
else got hired.

This news was particularly  
devastating to me because I had  
been Repeatedly assured that rejected  
applicants would receive a Thank



your note from the "Friendly City".  
These assurances came from a  
member of the Council. The same  
Councilman who, coincidentally,  
busted my chops for not attending  
the meet and greet. Meet & greet...

I was still honing up for my  
interview... which never happened.

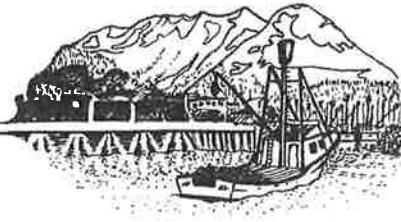
So what gives? No interview? No  
Thank You note? What am I chopped  
lives?

In any case I know you guys  
got your hands full so good luck to  
you & the new mgr.

Sincerely  
Robert A. Smith

# CITY OF CORDOVA

---



October 2, 2019

Robert Smith  
PO Box 251  
Cordova, AK 99574

Dear Bob,

We would like to extend our deepest appreciation for your interest in working for the City of Cordova as our City Manager. We have closed our recruitment and filled the position.

Good luck in your future endeavors and thank you again for taking the time to apply and allow us to review your credentials.

Take care.

Kind regards,

Cindy Appleton, HR/Grants administrator  
[humanresources@cityofcordova.net](mailto:humanresources@cityofcordova.net)

## Open Comment Period for Cordova Whitshed Road Rockslide Mitigation

The Department of Transportation & Public Facilities (DOT&PF) has applied for Hazard Mitigation Grant Program funding from the Federal Emergency Management Agency (FEMA) to fund the Cordova Whitshed Road Rockslide Mitigation on Whitshed Road Mile 3.1 in Cordova, Alaska, with matching funds provided by DOT&PF. Pursuant to 44 CFR Part 9.12, FEMA gives early notice under Executive Order (EO) 11988, Floodplain Management or EO 11990, Wetland Protection; since this action is located in or affects the floodplain or may affect wetlands.

The purpose of the project is to reduce the danger of rockslides at mile 3.1 of Whitshed Road in Cordova. The proposed action includes slope stabilization and rockslide mitigation by removing embankment rock from an area 250 feet long, 60 feet high and 8 feet wide, as well as providing slope stabilization in the same area. This will include 500 linear feet of trim blasting, scaling, and replacing 190 feet of guardrail, and repaving the area of road affected by construction. The road embankment will be stabilized to provide downslope and guardrail stability and allow for superelevation.

Comments concerning the proposed action will be accepted from the affected public; local, state and federal agencies; and other interested parties in order to consider and evaluate alternatives and the environmental impacts of the proposed action. Comments should be made in writing, sent to the point of contact listed below, and postmarked by **October 23, 2019**.

### Point of Contact:

April Woolery, DOT&PF Planner  
2301 Peger Road  
Fairbanks, AK 99709  
april.woolery@alaska.gov

Additional information about the project, including a project area map, can be obtained from April Woolery at 907-451-2382

DOT&PF complies with the following Executive Orders: EO 11990 Notice of Wetland Involvement, EO12898 Environmental Justice, EO 11593 Protection and Enhancement of Cultural Resources, EO11988 Floodplain Management, EO 13007 Indian Sacred Sites, EO Consultation with Indian Tribal Governments, and EO13112 Invasive Species, as amended by EO 13751.

DOT&PF operates all programs without regard to race, religion, color, gender, age, marital status, ability, or national origin. Full Title VI Nondiscrimination Policy: [dot.alaska.gov/tvi\\_statement.shtml](http://dot.alaska.gov/tvi_statement.shtml). To file a complaint go to: [dot.alaska.gov/cvlrts/titlevi.shtml](http://dot.alaska.gov/cvlrts/titlevi.shtml).

### Attachments, History, Details

#### Attachments

None

#### Revision History

Created 10/7/2019 3:39:09 PM by csfrye  
Modified 10/7/2019 3:43:52 PM by csfrye

#### Details

|                       |                                      |
|-----------------------|--------------------------------------|
| Department:           | Transportation and Public Facilities |
| Category:             | Public Notices                       |
| Sub-Category:         |                                      |
| Location(s):          | Cordova                              |
| Project/Regulation #: |                                      |
| Publish Date:         | 10/7/2019                            |
| Archive Date:         | 10/24/2019                           |
| Events/Deadlines:     |                                      |

# CITY OF CORDOVA



October 10, 2019

CDR Hugh Denny  
AANHS/Director/HFE  
4141 Ambassador Drive, Suite 300  
Anchorage, AK 99508

Dear Mr. Denny;

I am writing this letter in support of the Native Village of Eyak's Joint Venture Construction Project application for the community of Cordova, Alaska .

The Native Village of Eyak's Ilanka Clinic is an established health center and services the majority of Cordova's primary care needs. The funding assistance provided by the JVCP is essential to provide much needed services for the underserved populations of Cordova.

The residents of Cordova face many barriers to accessing health care services, which the Ilanka Community Health Center aggressively addresses. Cordova also hosts a migrant seasonal cannery worker population during the spring and summer months. The Ilanka CHC makes available much needed prevention and treatment services.

On behalf of the City of Cordova, I urge your favorable consideration of the Native Village of Eyak's Joint Venture Construction Project application for funding for fiscal year 2020 as the expansion of NVE's health care services are greatly needed.

Sincerely,

Melina Meyer, Vice Mayor  
City of Cordova





**AGENDA ITEM 16**  
**City Council Special Meeting Date: 10/16/19**  
**CITY COUNCIL COMMUNICATION FORM**

---

**FROM:** Dean Baugh, Interim Finance Director  
**DATE:** 10/9/19  
**ITEM:** FY19 Budget amendment for Refuse Vehicle  
**NEXT STEP:** Council approval of Resolution 10-19-44

---

☐ ORDINANCE                      ☒ RESOLUTION  
☐ MOTION                              ☐ INFORMATION

---

**I. REQUEST OR ISSUE:** Amendment of the FY19 adopted budget by \$269,000 to fund the purchase of a Refuse Vehicle

**II. RECOMMENDED ACTION / NEXT STEP:** Council moves to approve resolution 10-19-44 to amend the FY19 adopted budget by \$269,000, roll call vote required due to expenditure of unbudgeted funds.

**III. FISCAL IMPACTS:**

This Resolution amends the following budget line items by \$269,000

|           |               |   |                                 |
|-----------|---------------|---|---------------------------------|
| Revenue#  | 104-397-41095 | - | Permanent Fund Reserves         |
| Expense#  | 104-901-57416 | - | Transfer to Refused Fund 505    |
| Revenue # | 505-390-49998 | - | Transfer in from Permanent Fund |
| Expense # | 505-400-55000 | - | Purchase Refuse Vehicle         |

**IV. BACKGROUND INFORMATION:** Ordinance 1171 approved in November 2018 authorized the transfer of \$269,000 from the permanent fund for the purchase of the refuse vehicle and set the repayment schedule back to the permanent fund. The vehicle was not able to be purchased until 2019, therefore, this resolution is required to appropriate the funds from FY18 to FY19.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 10-19-44**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA,  
ALASKA, ALASKA, AUTHORIZING AMENDMENT TO THE FY19 BUDGET IN  
THE AMOUNT OF \$269,000 TO PURCHASE A REFUSE VEHICLE**

**WHEREAS**, the City Council of the City of Cordova, Alaska has adopted the City Operating Budget and appropriated funds for FY19 for the period of January 1, 2019 to December 31, 2019; and

**WHEREAS**, Ordinance 1171, adopted on November 21, 2018, authorized the transfer of \$269,000 from the permanent fund for the purchase of the refuse vehicle and set a repayment schedule, including 4% interest, from the refuse enterprise fund back to the permanent fund; and

**WHEREAS**, the refuse truck was not able to be purchased until early 2019, therefore, requiring this amendment to the 2019 budget; and

**WHEREAS**, funding shall be appropriated in the following amounts, to the following line items:

| <b>Fund #</b> | <b>Fund Title</b>            | <b>Purpose</b> | <b>Amount</b> |
|---------------|------------------------------|----------------|---------------|
| 505-390-49998 | Transfer from Permanent Fund | Refuse Truck   | \$269,000     |
| 505-400-55000 | Other Equipment              | Refuse Truck   | \$269,000     |
| 104-397-41095 | Reserve Funds-Budgeted       | Refuse Truck   | \$269,000     |
| 104-901-57416 | Transfer to Refuse Fund      | Refuse Truck   | \$269,000     |

**NOW THEREFORE BE IT RESOLVED**, that the City Council of the City of Cordova, Alaska, authorizes amendment of the FY19 Budget in the amount of \$269,000 for the purchase of a Refuse Vehicle.

**PASSED AND APPROVED THIS 16<sup>th</sup> DAY OF OCTOBER 2019**

\_\_\_\_\_  
Clay R. Koplin, Mayor

ATTEST:

\_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk



**AGENDA ITEM # 17**  
**City Council Meeting Date: 10/16/19**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Planning Staff  
**DATE:** 10/9/19  
**ITEM:** Letter of Interest from Alaska Department of Transportation for Parcels Along Orca Road  
**NEXT STEP:** Recommendation to City Council on Disposal and Disposal Method

---

☐ INFORMATION  
☐ RESOLUTION

☒ MOTION

---

**I. REQUEST OR ISSUE:**

Requested Actions: Direct City Manager on Disposal and Disposal Method  
Applicant: Alaska Department of Transportation  
Legal Description: Parcels 2, 3, 4, and 6 as indicated in the letter and attached drawings  
Area: Approx. .36 acres combined  
Zoning: Industrial/Conservation  
Attachments: Letter of Interest  
Drawings of the Subject Properties  
Location Map showing approximate locations of the Subject Properties

**II. RECOMMENDED ACTION / NEXT STEP:** Staff suggest the following motion:

“I move to dispose of Parcels 2, 3, 4, and 6 as indicated in the Letter of Interest submitted by the Alaska Department of Transportation with attached drawings as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with the Alaska Department of Transportation to purchase the property for less than fair market value.”

**III. FISCAL IMPACTS:** City Council may dispose of property for less than fair market value as requested in the Letter of Interest. The Cordova Municipal Code allows the city to dispose to the state for less than fair market value upon a finding that the use of the property will be for a purpose that is beneficial to the city.

**IV. BACKGROUND INFORMATION:**

**9/13/19** – The Alaska Department of Transportation (ADOT) submitted a Letter of Interest for Parcels 2, 3, 4, and 6 along Orca Road.

**10/8/19** – The Planning Commission recommended City Council dispose of the property by direct negotiation. The following is a summary of what occurred at their Regular Meeting:

M/Bolin S/Bird to recommend to City Council to dispose of Parcels 2, 3, 4, and 6 as indicated in the Letter of Interest submitted by the Alaska Department of Transportation with attached drawings as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with the Alaska Department of Transportation to purchase the property.

**Bolin** said that his understanding was that the property was needed for the project to replace the culverts at Hippy Cove and to repave the road, which will improve the quality of life in Cordova. **Stavig** explained that there were four parcels, several of which are very small. The state also had to acquire property from private property. For federal funding of the project, the state has to show they are the owner. **Baenen** verified that they were basically taking the bare minimum for what they needed. **Stavig** said that the project has been collaborative between the city and the state as the city is looking at options for extending the sewer line out Orca Road.

Upon voice vote, motion passed 4-0.

Yea: McGann, Baenen, Bird, Bolin

Absent: Pegau, Roemhildt, Lohse

ADOT has been planning and engineering a culvert replacement project on Orca Road for the past few years. In order to do the project, they require additional right of way from city-owned property along the road. This project has involved a lot of collaboration between the city and ADOT and will be a significant improvement to the deteriorating road and associated infrastructure. These parcels have existing ADOT infrastructure located on them that will be improved as a part of this project.

The subject parcels have several different designations on the Land Disposal Maps; however, because the land would transfer to another government and be used as public right of way, staff have determined this disposal falls outside the Land Disposal Map designation policy and is available to ADOT.

#### **Applicable Code:**

##### 5.22.040 - Letter of interest to lease or purchase.

*C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).*

##### 5.22.060 - Methods of disposal.

*B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:*

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

**VI. LEGAL ISSUES:** Legal review of disposal documents would be required.

**VII. CONFLICTS OR ENVIRONMENTAL ISSUES:** N/A

**VIII. SUMMARY AND ALTERNATIVES:** N/A



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of Transportation and  
Public Facilities

NORTHERN REGION  
Design & Engineering Services

2301 Peger Road  
Fairbanks, Alaska 99709-5316  
907-451-2273  
Fax: 907-451-5411  
TDD: 451-2363  
dot.alaska.go

September 13, 2019

City of Cordova  
Attention: Leif Stavig  
P.O. Box 1210  
Cordova, Alaska 99574

Re: NR Deep Culvert Stage III Project  
Project No. 000S(770)\Z639130000  
Parcels 2, 3, 4, 6, TCE-4, TCE-6, TCE-8 - Letter of Interest

Dear Mr. Stavig:

The State of Alaska, Department of Transportation and Public Facilities (DOT&PF) is preparing a federally funded project for Orca Road, formally known as New England Cannery Road. The purpose of this project is to repave the road, replace culverts that are undersized; construct drainage improvements, upgrade shore protection, and relocate utilities within the road right-of-way.

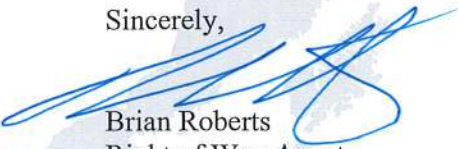
This section of Orca Road was paved in 2003 as a grave to pavement project. The pavement is nearing the end of its serviceable life. Culvert buoyancy failure has occurred on short culvert extensions at MP 0.60. There are three crossings requiring replacement of culverts that are undersized. Replacement culverts will be installed that will meet design specifications.

A portion of Cordova's water supply is collected at the end of Orca Road and piped via 16" DIP water main into town within the road embankment. Power and communication lines run within the road embankment along the entire route.

In order to complete the project, DOT&PF is in need of 4 permanent parcels and 3 Temporary Construction Easements. I've included the parcel plats and other relevant information to show the location of the parcels needed from the City. Because the project is beneficial to the City and the community, DOT&PF ask that the City consider transferring the parcels to DOT&PF for less than fair market value.

I look forward to working with the City of Cordova to complete this project.

Sincerely,

  
Brian Roberts  
Right of Way Agent



STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION  
&  
PUBLIC FACILITIES



RIGHT OF WAY REQUIRED  
000S(770)/Z6391300000  
DEEP CULVERT REPLACEMENT  
CORDOVA



OWNER: CITY OF CORDOVA  
REMAINING AREA: 1.305 ACRES

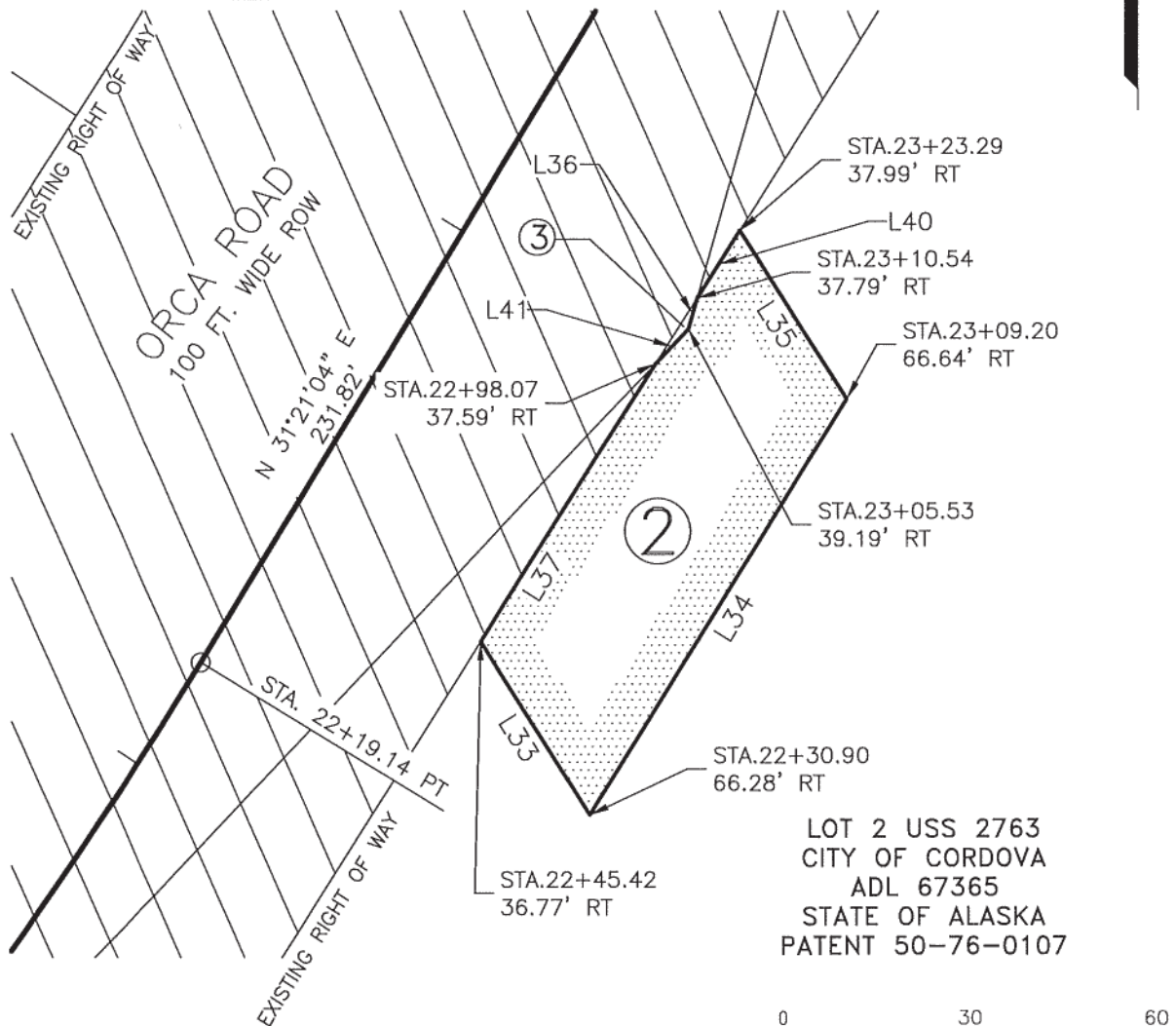
|  |      |  |  |
|--|------|--|--|
| STATE OF ALASKA<br>DEPARTMENT OF TRANSPORTATION<br>AND PUBLIC FACILITIES |      | RIGHT OF WAY REQUIRED FOR<br>DEEP CULVERT REPLACEMENT<br>CORDOVA |  |
| DRAWING  |      | PROJECT NO. 000S(770)/Z6391300000                                |  |
| AREA 0.052 AC  |      | PARCEL NO. 2   |  |
| SCALE 1" = 400'  |      | DATE 04-12-2019  |  |
| INITIAL  | DATE | 1 OF 2   |  |

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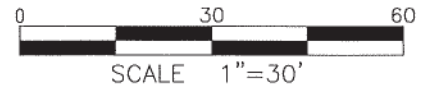
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| LINE DATA |               |          |
|-----------|---------------|----------|
| L#        | BEARING       | DISTANCE |
| L33       | S 32°27'07" E | 32.89'   |
| L34       | N 31°36'56" E | 78.30'   |
| L35       | N 32°28'19" W | 31.93'   |
| L36       | S 15°41'45" W | 5.20'    |

| LINE DATA |               |          |
|-----------|---------------|----------|
| L#        | BEARING       | DISTANCE |
| L37       | S 32°14'48" W | 52.66'   |
| L40       | S 32°14'48" W | 12.75'   |
| L41       | S 43°25'45" W | 7.63'    |



OWNER: CITY OF CORDOVA  
REMAINING AREA: 1.305 ACRES



|  |         |  |                 |
|--|---------|--|-----------------|
| STATE OF ALASKA<br>DEPARTMENT OF TRANSPORTATION<br>AND PUBLIC FACILITIES |         | RIGHT OF WAY REQUIRED FOR<br>DEEP CULVERT REPLACEMENT<br>CORDOVA |                 |
| _____  | DRAWING | PROJECT NO. 000S(770)/Z6391300000                                |                 |
| _____  |         | AREA 0.052 AC  | PARCEL NO. 2    |
| INITIAL  | DATE    | SCALE 1" = 30'   | DATE 04-12-2019 |
|  | 2 OF 2  |  |                 |



STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION  
&  
PUBLIC FACILITIES



RIGHT OF WAY REQUIRED  
000S(770)/Z6391300000  
DEEP CULVERT REPLACEMENT  
CORDOVA



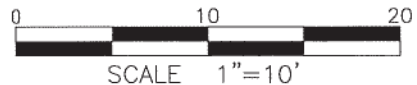
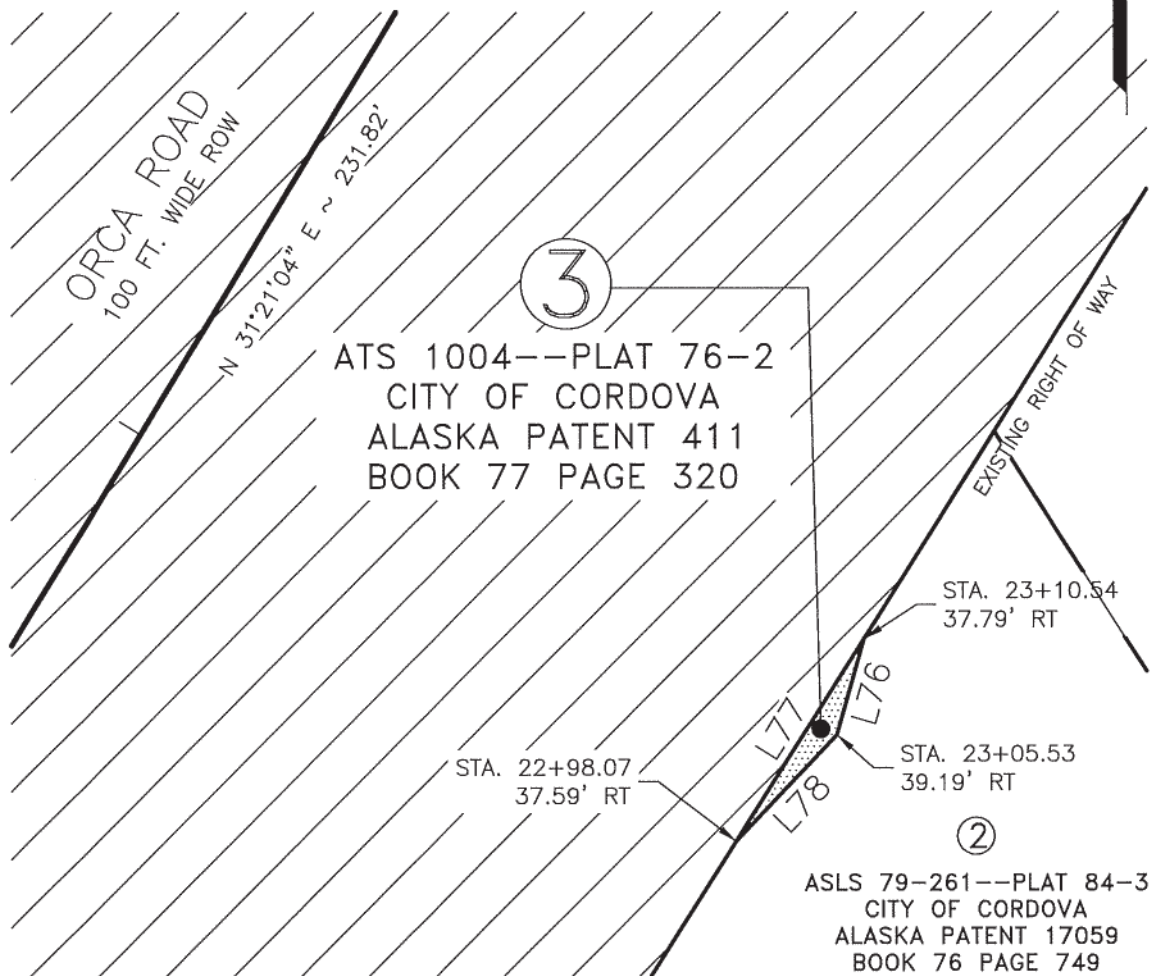
OWNER: CITY OF CORDOVA  
REMAINING AREA: 50.75 ACRES

|  |      |  |  |
|--|------|--|--|
| STATE OF ALASKA<br>DEPARTMENT OF TRANSPORTATION<br>AND PUBLIC FACILITIES |      | RIGHT OF WAY REQUIRED FOR<br>DEEP CULVERT REPLACEMENT<br>CORDOVA |  |
| DRAWING  |      | PROJECT NO. 000S(770)/Z6391300000                                |  |
| AREA 9 S.F.  |      | PARCEL NO. 3   |  |
| SCALE 1" = 400'  |      | DATE 10-11-2018  |  |
| INITIAL  | DATE | 1 OF 2   |  |

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| LINE DATA |               |          |
|-----------|---------------|----------|
| L#        | BEARING       | DISTANCE |
| L76       | N 15°41'45" E | 5.20'    |
| L77       | S 32°14'48" W | 12.47'   |
| L78       | N 43°25'45" E | 7.63'    |



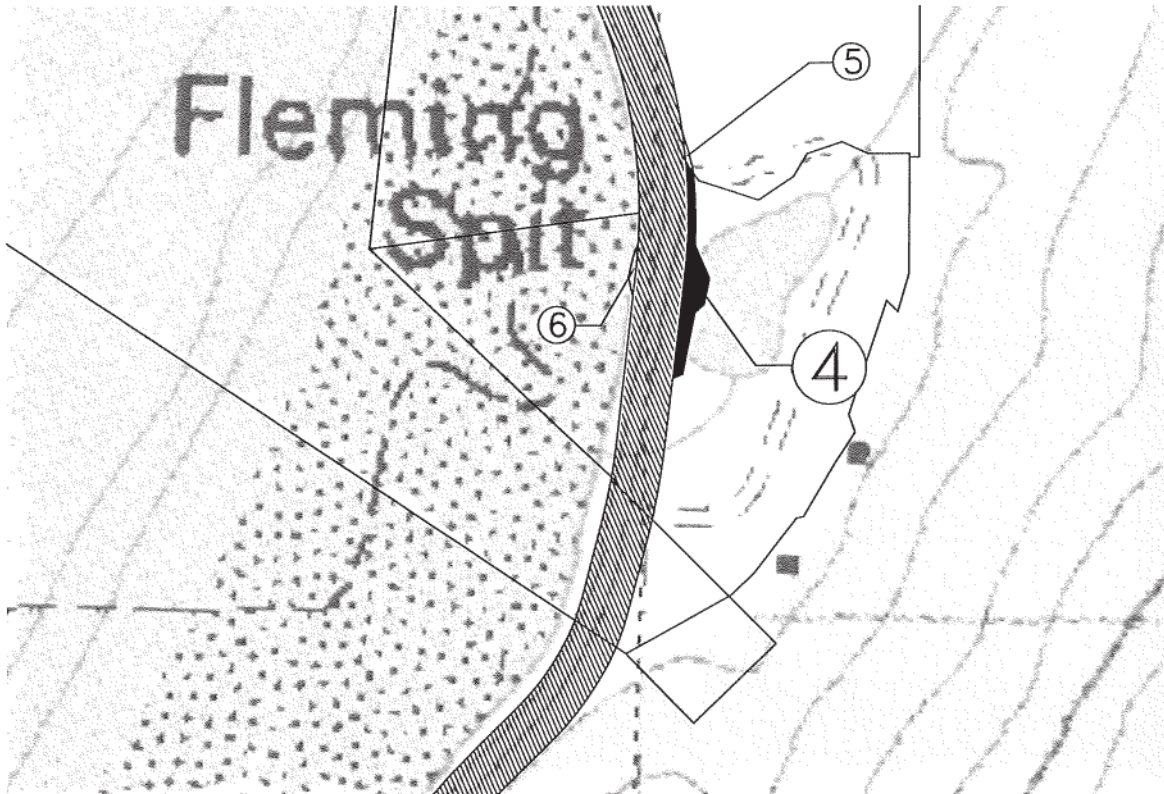
OWNER: CITY OF CORDOVA  
REMAINING AREA: 50.75 ACRES

|  |         |  |                 |
|--|---------|--|-----------------|
| STATE OF ALASKA<br>DEPARTMENT OF TRANSPORTATION<br>AND PUBLIC FACILITIES |         | RIGHT OF WAY REQUIRED FOR<br>DEEP CULVERT REPLACEMENT<br>CORDOVA |                 |
| _____  | DRAWING | PROJECT NO. 000S(770)/Z6391300000                                |                 |
| _____  |         | AREA 9 SF  | PARCEL NO. 3    |
| INITIAL  | DATE    | SCALE 1" = 10'   | DATE 10-11-2018 |
|  | 2 OF 2  |  |                 |

STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION  
&  
PUBLIC FACILITIES



RIGHT OF WAY REQUIRED  
000S(770)/Z6391300000  
DEEP CULVERT REPLACEMENT  
CORDOVA



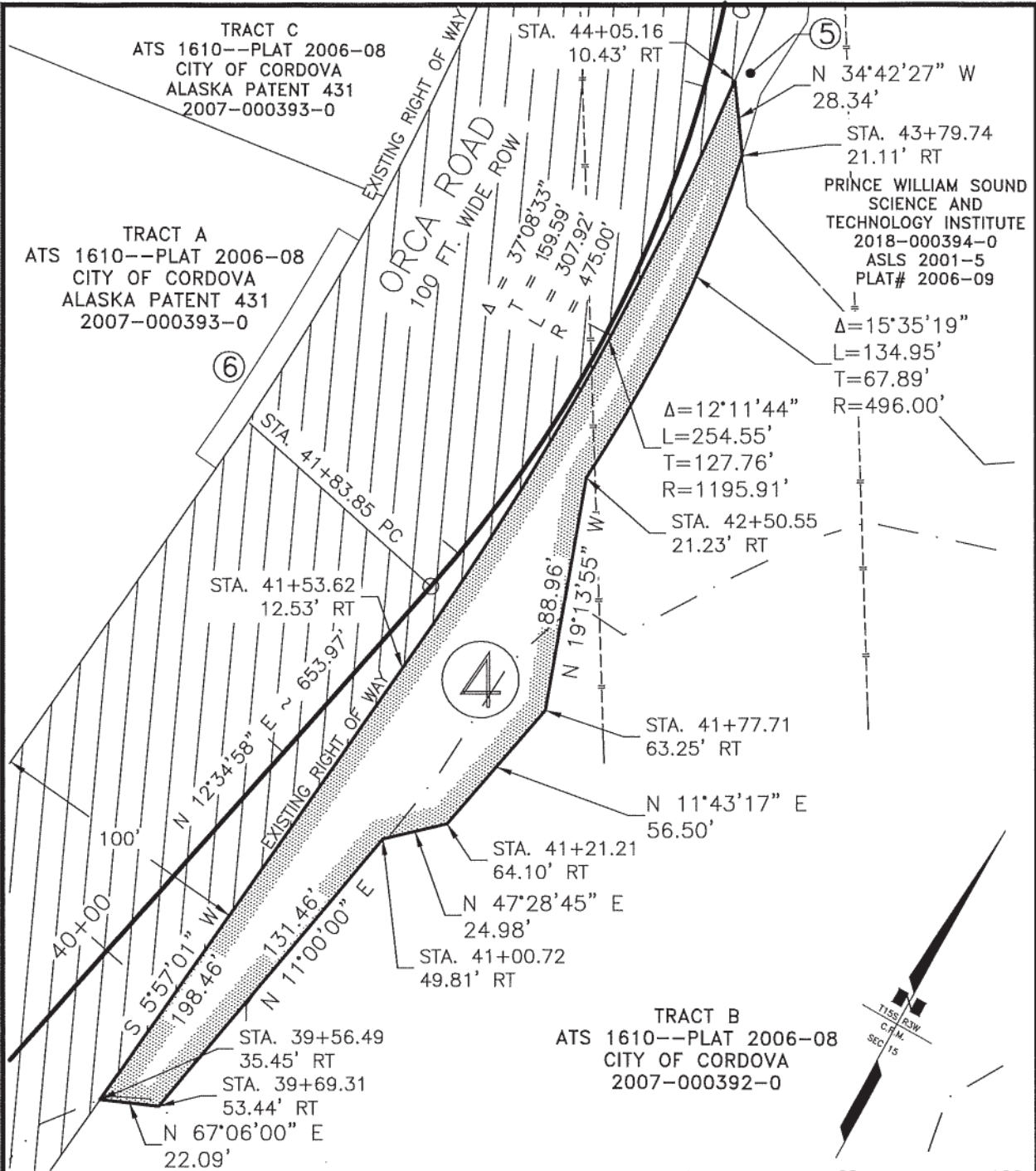
OWNER: CITY OF CORDOVA  
REMAINING AREA: 7.050 ACRES

|  |      |  |  |
|--|------|--|--|
| STATE OF ALASKA<br>DEPARTMENT OF TRANSPORTATION<br>AND PUBLIC FACILITIES |      | RIGHT OF WAY REQUIRED FOR<br>DEEP CULVERT REPLACEMENT<br>CORDOVA |  |
| DRAWING  |      | PROJECT NO. 000S(770)/Z6391300000                                |  |
| AREA 0.284 AC  |      | PARCEL NO. 4   |  |
| SCALE 1" = 400'  |      | DATE 02/11/2019  |  |
| INITIAL  | DATE | 1 OF 2   |  |

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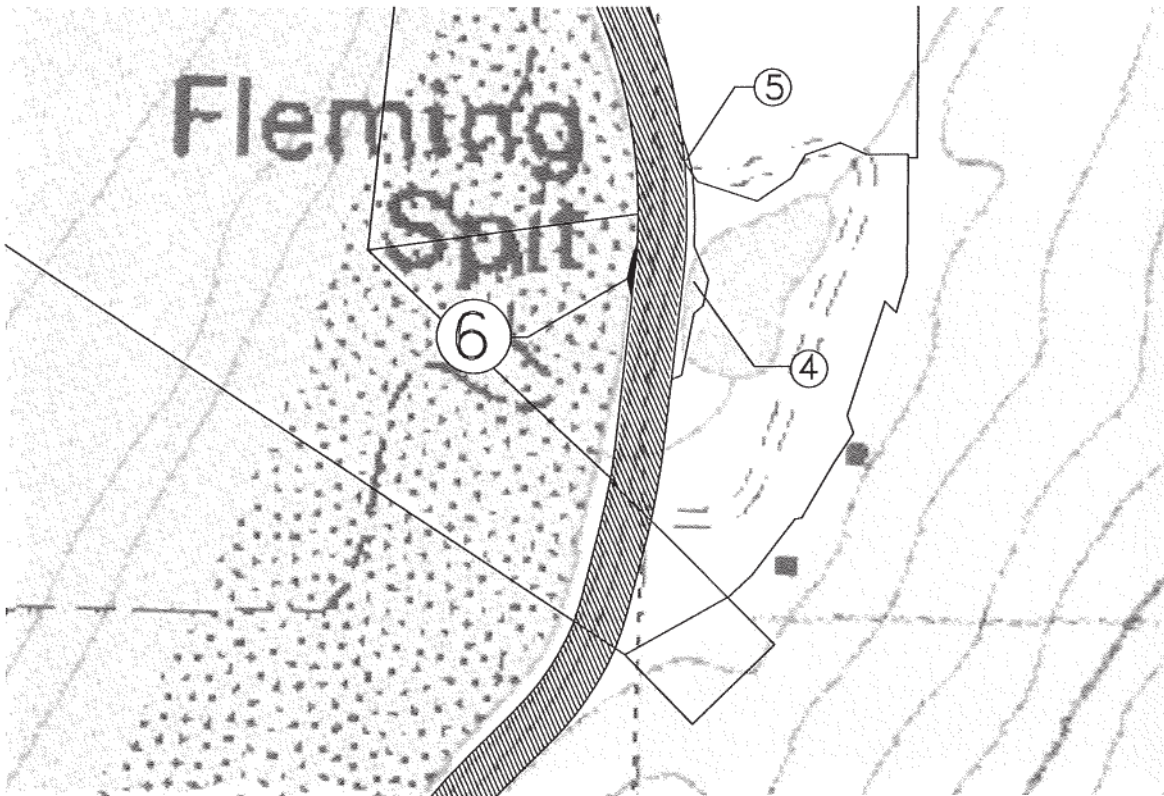
OWNER: CITY OF CORDOVA  
REMAINING AREA: 7.036 ACRES

|  |  |  |  |
|--|--|--|--|
| STATE OF ALASKA<br>DEPARTMENT OF TRANSPORTATION<br>AND PUBLIC FACILITIES |  | RIGHT OF WAY REQUIRED FOR<br>DEEP CULVERT REPLACEMENT<br>CORDOVA |  |
| DRAWING  |  | PROJECT NO. 000S(770)/Z6391300000                                |  |
| 2 OF 2   |  | AREA 0.284 AC PARCEL NO. 4                                       |  |
| INITIAL DATE   |  | SCALE 1" = 60' DATE 02/11/2019                                   |  |

STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION  
&  
PUBLIC FACILITIES



RIGHT OF WAY REQUIRED  
000S(770)/Z6391300000  
DEEP CULVERT REPLACEMENT  
CORDOVA

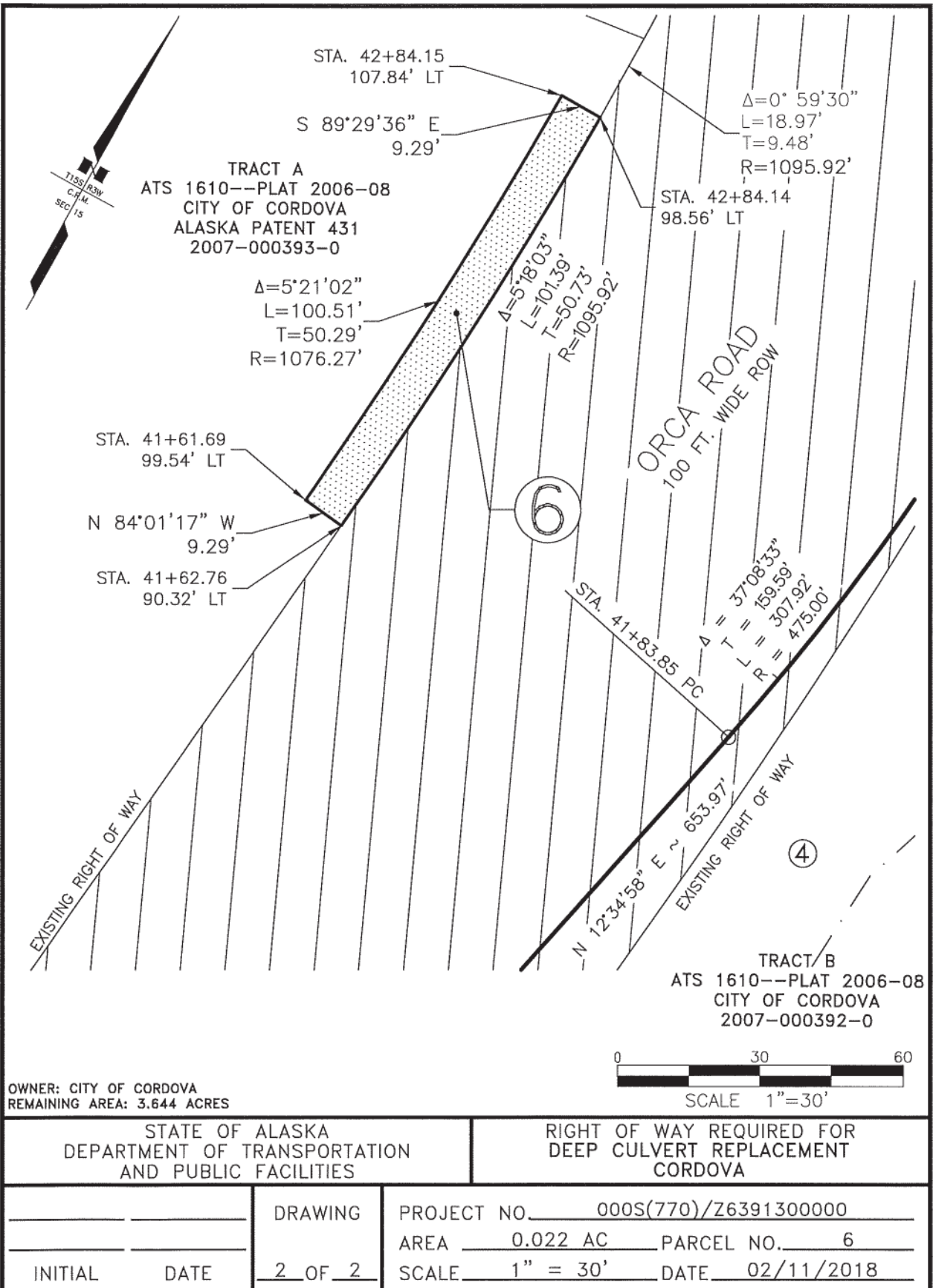


OWNER: CITY OF CORDOVA  
REMAINING AREA: 3.644 ACRES

|  |         |  |                 |
|--|---------|--|-----------------|
| STATE OF ALASKA<br>DEPARTMENT OF TRANSPORTATION<br>AND PUBLIC FACILITIES |         | RIGHT OF WAY REQUIRED FOR<br>DEEP CULVERT REPLACEMENT<br>CORDOVA |                 |
| _____  | DRAWING | PROJECT NO. 000S(770)/Z6391300000                                |                 |
| _____  | 1 OF 2  | AREA 0.022 AC  | PARCEL NO. 6    |
| INITIAL  | DATE    | SCALE 1" = 400'  | DATE 02/11/2019 |

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**AGENDA ITEM # 18**  
**City Council Meeting Date: 10/16/19**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Planning Staff  
**DATE:** 10/9/19  
**ITEM:** Letter of Interest from Chamber of Commerce for Lots 3 and 4, Block 8, Original Townsite  
**NEXT STEP:** Recommendation to City Council on Disposal and Disposal Method

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☐ INFORMATION  
☐ RESOLUTION

☒ MOTION

---

**I. REQUEST OR ISSUE:**

Requested Actions: Direct City Manager on Disposal and Disposal Method  
Applicant: Chamber of Commerce  
Legal Description: Lots 3 and 4, Block 8, Original Townsite  
Area: 5,000 sq. ft.  
Zoning: Central Business District  
Attachments: Letter of Interest  
Location Map

**II. RECOMMENDED ACTION / NEXT STEP:** Staff suggest the following motion:

“I move to dispose of Lots 3 and 4, Block 8, Original Townsite and the improvements thereon as outlined in Cordova Municipal Code 5.22.060 B by \*”

Choose one of the following to insert for the asterisk:

1. Negotiating an agreement with the Chamber of Commerce to lease OR purchase the property.
2. Requesting sealed proposals to lease OR purchase the property.
3. Inviting sealed bids to lease OR purchase the property.
4. Offering the property for lease OR purchase at public auction.

**III. FISCAL IMPACTS:** This property has been leased to the Chamber of Commerce since 1999 for \$1 per year. The full value of the lease is shown as an in-kind contribution in the city's budget.

**IV. BACKGROUND INFORMATION:** 9/20/19 – The Chamber of Commerce submitted a Letter of Interest.

10/8/19 – The Planning Commission recommended City Council dispose of the property by direct

negotiation. The following is a summary of what occurred at their Regular Meeting:

M/Bird S/Bolin to recommend to City Council to dispose of Lots 3 and 4, Block 8, Original Townsite and the improvements thereon as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with the Chamber of Commerce to lease or purchase the property.

**Bird** said she thinks it is good for the Chamber to continue leasing the area since they have been there for a while. **Bolin** said he doesn't see any reason for the Chamber to move locations; it's a good location for them. **McGann** said he thought the Chamber did a great job providing benefits to the community.

Upon voice vote, motion passed 4-0.

Yea: **McGann, Baenen, Bird, Bolin**

Absent: **Pegau, Roemhildt, Lohse**

This property is currently shown as 'Leased' on the Land Disposal Maps. The existing lease is for a five-year term and expires on December 31, 2019. The following is the definition of the designation "Leased" from the 2019 Land Disposal Maps:

**Leased** – These are parcels currently leased to a business or government entity by the city and are not available during the lease term. There are leases that are short term and renew every two years and others are long term leases with substantial improvements on the property. At the end of the lease term the property becomes available for disposal.

The Chamber of Commerce is requesting the city dispose of the building by directly negotiating a lease once the property becomes available at the end of the lease term.

There have been no problems related to this lease; payments have always been timely, and conditions of the lease have been met.

#### **Applicable Code:**

##### 5.22.040 - Letter of interest to lease or purchase.

*C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).*

##### 5.22.060 - Methods of disposal.

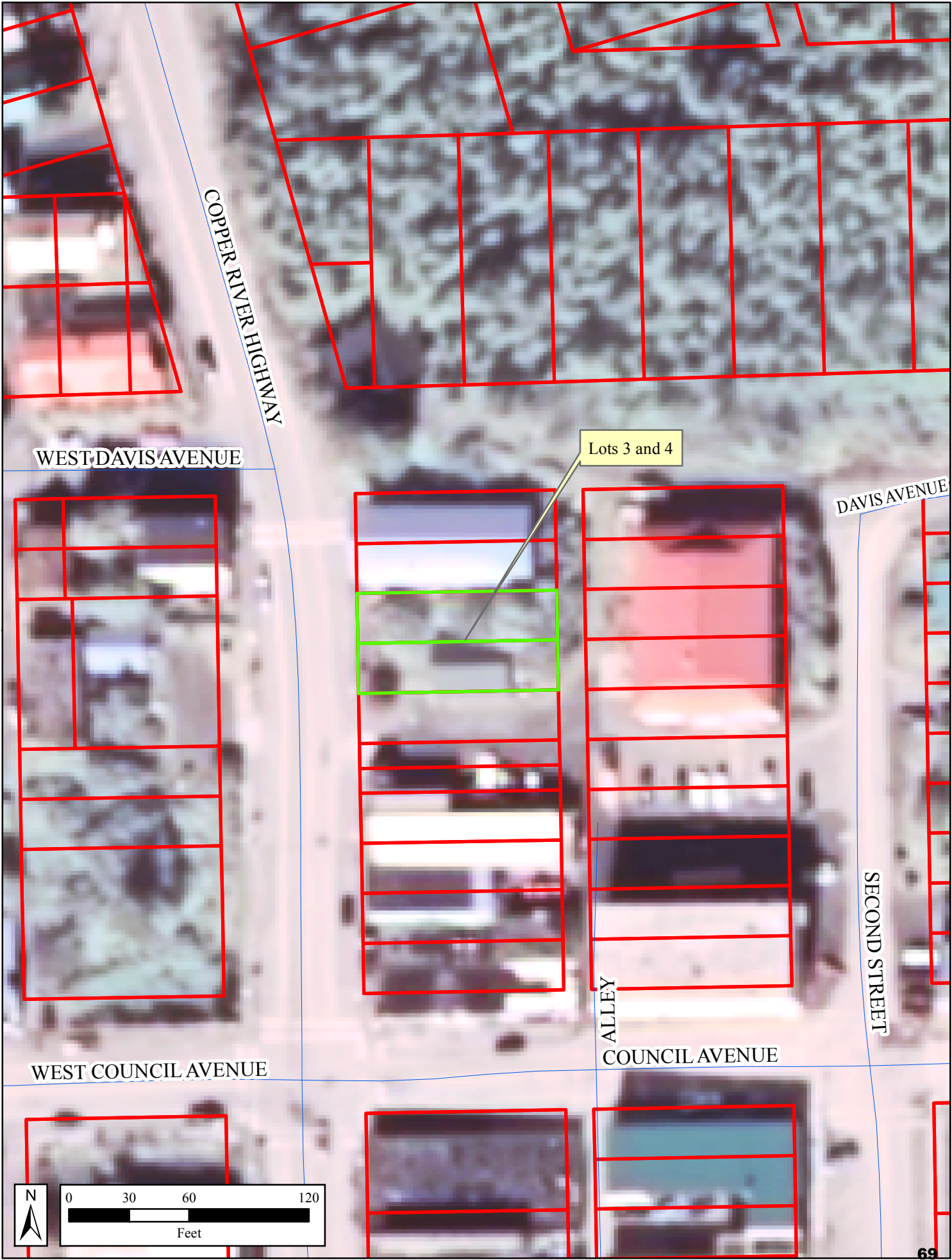
*B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:*

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

**VI. LEGAL ISSUES:** Legal review of lease required.

**VII. CONFLICTS OR ENVIRONMENTAL ISSUES:** N/A

**VIII. SUMMARY AND ALTERNATIVES:** N/A



WEST DAVIS AVENUE

Lots 3 and 4

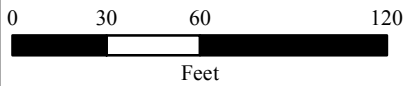
DAVIS AVENUE

SECOND STREET

WEST COUNCIL AVENUE

ALLEY

COUNCIL AVENUE





City Manager  
City of Cordova  
P.O. Box 1210  
Cordova, AK 99574

To Whom It May Concern:

The Cordova Chamber of Commerce is a non-profit membership organization established in 1988 that works toward the promotion, development and encouragement of trade and commerce; enhancing the economic, civic and social welfare of the Cordova area. We have worked in partnership with the City of Cordova for over 20 years as the Designated Destination Marketing Organization for the Cordova area; working to support Cordova's small and large businesses, grow economic opportunity, and attract tourism that fits the unique culture and offerings of our community. Our small staff and dedicated board of directors work diligently to better quality of life for residents and create an inviting atmosphere for commerce. We greatly value our partnerships with the City of Cordova and others and could not do our work without the cooperation and support these provide.

It has come to our attention that our current lease with the City of Cordova for Lots 3 & 4, Original Townsite, Cordova AK is expiring on December 31, 2019. The Chamber has leased this site since 1999, and we are interested in renewing the lease to remain in this historical location. Thank you for your consideration and partnership.

Best Regards,

Cathy Renfeldt  
Executive Director  
Cordova Chamber of Commerce

**Cordova Chamber of Commerce**  
**PO Box 99**  
**Cordova, AK 99574**  
**907-424-7260**  
[cordovachamber.com](http://cordovachamber.com)

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**Board of Directors**

**Lisa Koker**, Cordova Telephone Cooperative  
**Stephen Phillips**, Cordova Computers  
**Katrina Hoffman**, Prince William Sound Science Center/OSRI  
**Osa Schultz**, Seaview Condo/Pet Projects  
**Clay Koplin**, Cordova Electric Cooperative  
**Teal Barmore**, Cordova Creative Media  
**Natasha Casciano**, Cordova Gear  
**LCDR Collin R. Bronson**, US Coast Guard  
**Seawan Gehlbach**, Alaska Marine Response/Seastar Suites  
**Jim Kacsh**, Individual  
**Kerin Kramer**, Native Village of Eyak  
**Alan Lanning**, Cordova City Manager  
**Pete Mickelson**, Individual  
**Scot Mitchell**, Cordova Comm Med Center  
**Ryan Schuetze**, Commercial Fisherman/  
Crow's Nest Printing  
**Theresa Tanner**, Chugach National Forest -  
Cordova Ranger District

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**Executive Director**, Cathy Renfeldt



## City Council of the City of Cordova, Alaska

### Pending Agenda October 16, 2019 Regular Council Meeting

#### A. Future agenda items - topics put on PA with no specific date

- 1) Harbor expansion Town Hall type meeting - public input
- 2) Strategic Planning - revisit plan - schedule the next work session for this
- 3) Resolution 12-18-36 re E-911, will be back when a plan has been made, referred 12/19/18
- 4) Work Session w/ ADF&G re fisheries management decisions and their economic impact to Cordova
- 5) Joint work session with Harbor Commission on Waterfront Development - **after Jan 1, 2020**
- 6) Renewal of health care plan including subsidiary contracts and all amendments to date
- 7) Council discussion about Attorney billing/staff attorney use guidelines - **fall 2019**
- 8) Council/board training with City Attorney - **fall/winter 2019/2020?**
- 9) Investment firms - UBS - switch to their "Institutional Consulting" group? Bring this up after **Jan 2020**
- 10) First Alaskans return trip (offer) to provide Tribal Government training to Council/Cordova
- 11) City Clerk evaluation - **February 2020**
- 12) Discussion after **Jan 1, 2020** about PF/GF where land sale proceeds go
- 13) Discussion item concerning City Manager's spending authority - **November 6** meeting

#### B. Upcoming Meetings, agenda items and/or events:

- 1) Capital Priorities List and Resolution to come before Council quarterly:
 

|                  |                 |                  |                 |
|------------------|-----------------|------------------|-----------------|
| <b>12/4/2019</b> | <b>3/4/2020</b> | <b>6/17/2020</b> | <b>9/2/2020</b> |
|------------------|-----------------|------------------|-----------------|
- 2) Staff quarterly reports will be in the following packets:
 

|                  |                  |                  |                   |
|------------------|------------------|------------------|-------------------|
| <b>1/15/2020</b> | <b>4/15/2020</b> | <b>7/15/2020</b> | <b>10/21/2020</b> |
|------------------|------------------|------------------|-------------------|
- 3) Joint City Council and School Board Meetings - twice per year, November & April  
 6pm @ CHS before Sch Bd mtg **11/13/2019**                      6pm before Council Mtg @ CC **4/1/2020**
- 3) Alaska Municipal League fall conference including training **November 18-22**  
<http://www.akml.org/conferences/>    let Clerk know if interested in attending
- 4) Final Comprehensive Plan should be ready for Council approval in November **2019**

#### C. Clear direction should be given to Clerk/Manager on any proposed agenda item including who is being tasked / what the action will be / when it will be on an agenda

- | item for action | tasking which staff | proposed date |
|-----------------|---------------------|---------------|
| 1) ...          |                     |               |
| 2) ...          |                     |               |
| 3) ...          |                     |               |

Mayor Koplin or the City Manager can either agree to such an item and that will automatically place it on an agenda, or a second Council member can concur with the sponsoring Council member.



## City Council of the City of Cordova, Alaska

### Pending Agenda October 16, 2019 Regular Council Meeting

#### D. Membership of existing advisory committees of Council formed by resolution:

- |  |  |  |
|--|--|--|
| <b>1) Fisheries Advisory Committee:</b><br>authorizing resolution 04-03-45<br>approved Apr 16, 2003<br>Mayor Koplin is currently contacting existing members and hopes to have new appointments for Council concurrence soon | 1-Torie Baker, chair (Marine Adv Prgm)<br>3-Tim Joyce (PWSAC)<br>5-Chelsea Haisman (fisherman) | 2-Jeremy Botz (ADF&G)<br>4-Jim Holley (AML)<br>6-Tommy Sheridan (processor)  |
| <b>2) Cordova Trails Committee:</b><br>re-auth res 11-18-29 app 11/7/18<br>auth res 11-09-65 app 12/2/09   | 1-Elizabeth Senear<br>3-Dave Zastrow<br>5-Wendy Ranney   | 2-Toni Godes<br>4-Ryan Schuetze<br>6-Michelle Hahn   |
| <b>3) Fisheries Development Committee:</b><br>authorizing resolution 12-16-43<br>approved Dec 23, 2016   | 1-Warren Chappell<br>4-Gus Linville  | 2-Andy Craig<br>5-Tommy Sheridan<br>3-Bobby Linville<br>6-Bob Smith  |
| <b>4) Comprehensive Plan Committee:</b><br>authorizing resolution 10-18-28<br>approved Oct 3, 2018   | 1-Cathy Renfeldt<br>4-Nancy Bird<br>7-Bret Bradford<br>10-                                     | 2-Kristin Carpenter<br>5-Brooke Johnson<br>8-Dave Zastrow<br>11-<br>3-Tom McGann<br>6-Katrina Hoffman<br>9-Olivia Carroll<br>12- |








#### E. City of Cordova appointed reps to various non-City Boards/Councils/Committees:

- |   |                             |
|---|-----------------------------|
| <b>1) Prince William Sound Regional Citizens Advisory Council</b><br><div style="text-align: center;"><b>Robert Beedle</b></div> re-appointed June 2018<br>re-appointed March 2016<br>re-appointed March 2014<br>appointed April 2013 | 2 year term until May 2020  |
| <b>2) Prince William Sound Aquaculture Corporation Board of Directors</b><br><div style="text-align: center;"><b>Tom Bailer</b></div> re-appointed October 2018<br>appointed February 2017-filled a vacancy                           | 3 year term until Sept 2021 |
| <b>3) Southeast Conference AMHS Reform Project Steering Committee</b><br><div style="text-align: center;"><b>Mike Anderson</b><br/><b>Sylvia Lange</b></div> appointed April 2016<br>alternate  | until completion of project |



# OCTOBER 2019

CALENDAR MONTH **OCTOBER**  
 CALENDAR YEAR **2019**  
 1ST DAY OF WEEK **SUNDAY**

| Sunday  | Monday  | Tuesday  | Wednesday   | Thursday   | Friday  | Saturday  |
|---|---|--|---|--|---|---|
| 29  | 30  | 1  | 2   | 3  | 4              | 5  |
| SERVS fall training and drills Sep 27 - Oct 4 |   | CHS wrestling practice starts Oct 2<br> |   | SERVS fall training and drills Sep 27 - Oct 4  |   |   |
| 6   | 7   | 8  | 9   | 10   | 11  | 12  |
|   |  | 6:30 P&Z CCAB  | 5:30 Council work session<br>6:45 Council pub hrg CCAB<br>7:00 Council reg mtg CCAB | PWSAC General Board Meeting CCAB 9 am<br> |   |   |
| 13  |   | 15   | 16  | 17   | 18  | 19  |
|   | Indigenous Peoples Day<br>CSD Holiday<br>no school                                |  | 7:00 Sch Bd HSL<br>7:00 Harbor Cms CCM  | 5:30 CTC Board Meeting   | CSD end 1Q<br> |   |
| 20  | 21  | 22   | 23  | 24   | 25  | 26  |
|   |   |  | 5:30 Council work session<br>7:00 Council reg mtg CCAB                              |  | AK Day-City Hall<br>Offices Closed  |   |
|   |   |  | 6:00 CEC Board Meeting  |  |   |   |
| 27  | 28  | 29   | 30  | 31   | 1   | 2   |
|   |   |  |   | CSD parent/ teacher conferences<br>     |   |   |
|   |   | 6:00 P&R CCM   | CSD parent/ teacher conferences   | 6:00 CCMCAB HCR  |   |   |
| 3   | 4   | Notes  |   |  |   |   |

Legend:  
 CCAB-Community Rms A&B  
 HSL-High School Library





CCA-Community Rm A  
 CCB-Community Rm B  
 CCM-Mayor's Conf Rm  
 CCER-Education Room

LN-Library Fireplace Nook  
 CRG-Copper River Gallery  
 HCR-CCMC Conference Room

Cncl - 1st & 3rd Wed  
 P&Z - 2nd Tues  
 SchBd, Hrb Cms - 2nd Wed  
 CTC - 3rd Wed  
 P&R - last Tues  
 CEC - 4th Wed  
 CCMCA Bd - last Thurs

# NOVEMBER 2019

|                 |          |
|-----------------|----------|
| CALENDAR MONTH  | NOVEMBER |
| CALENDAR YEAR   | 2019     |
| 1ST DAY OF WEEK | SUNDAY   |

| Sunday | Monday  | Tuesday             | Wednesday   | Thursday  | Friday   | Saturday |
|--------|---|---------------------|---|---|--|----------|
| 27     | 28  | 29                  | 30  | 31  | 1<br>CSD inservice<br>CHS Swim Regionals @ Kenai 11/ 1 -11/ 2<br>                   | 2        |
| 3      | 4   | 5                   | 6<br>6:00 Council work session<br>6:45 Council pub hrg (maybe) CCAB<br>7:00 Council reg mtg CCAB                            | 7   | 8  | 9        |
| 10     | 11<br>Veterans Day<br>City Hall Closed  | 12<br>6:30 P&Z CCAB | 13<br>7:00 Sch Bd HSL<br>7:00 Harbor Cms CCM  | 14  | 15<br>NVE 26th annual Sobriety Celebration and Memorial Potlatch Nov 15-16 @ CC<br> |          |
| 17     | 18<br>AML Conference Nov 18-22 Anchorage<br> | 19                  | 20<br>5:30 CTC Board Meeting<br>6:00 Council work session<br>6:45 Council pub hrg (maybe) CCAB<br>7:00 Council reg mtg CCAB | 21<br>AML Conference Nov 18-22 Anchorage<br> | 22<br>CHS VBall Regionals @ CIA 11/ 21-23  | 23       |
| 24     | 25  | 26<br>6:00 P&R CCM  | 27<br>6:00 CEC Board Meeting  | 28<br>Thanksgiving<br>City Hall & CSD Closed  | 29<br>Thanksgiving<br>City Hall & CSD Closed   | 30       |
| 1      | 2   | Notes               |   | 6:00 CCMCAB HCR   |  |          |

Legend:  
CCAB-Community Rms A&B  
HSL-High School Library


CCA-Community Rm A  
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Cncl - 1st & 3rd Wed  
P&Z - 2nd Tues  
SchBd, Hrb Cms - 2nd Wed  
CTC - 3rd Wed  
P&R - last Tues  
CEC - 4th Wed  
CCMCA Bd - last Thurs

# DECEMBER 2019

CALENDAR MONTH **DECEMBER**  
CALENDAR YEAR **2019**  
1ST DAY OF WEEK **SUNDAY**

| Sunday | Monday                             | Tuesday             | Wednesday   | Thursday                          | Friday                                 | Saturday   |
|--------|------------------------------------|---------------------|---|-----------------------------------|--|--|
| 1      | 2                                  | 3                   | 4<br>CHS BBall practice starts 12/ 4  | 5                                 | 6                                      | 7  |
| 8      | 9                                  | 10                  | 11<br>6:00 Council work session<br>6:45 Council pub hrg (maybe) CCAB<br>7:00 Council reg mtg CCAB   | 12                                | 13<br>CHS VBall State @ Dimond 12/ 5-7 | 14   |
| 15     | 16                                 | 17<br>6:30 P&Z CCAB | 18<br>7:00 Sch Bd HSL<br>7:00 Harbor Cms CCM<br>5:30 CTC Board Meeting<br>6:00 Council work session<br>6:45 Council pub hrg (maybe) CCAB<br>7:00 Council reg mtg CCAB | 19                                | 20<br>CSD end of 2Q                    | 21<br>CHS Wrestling Conference 12/ 13, 14<br> |
| 22     | 23                                 | 24                  | 25<br>Christmas City Hall & CSD Closed  | 26                                | 27                                     | 28<br>winter break   |
| 29     | 30<br>CSD Winter Break 12/ 23-1/ 6 | 31                  | 1<br>6:00 CEC Board Meeting   | 2<br>6:00 CCMCAB HCR              | 3<br>CSD Winter Break 12/ 23-1/ 6      | 4  |
| 5      | 6<br>CSD Winter Break 12/ 23-1/ 6  | 7<br>6:00 P&R CCM   | 8<br>I ♥ Winter Break!  | 9<br>CSD Winter Break 12/ 23-1/ 6 | 10                                     | 11   |

## Notes

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Cncl - 1st & 3rd Wed  
P&Z - 2nd Tues  
SchBd, Hrb Cms - 2nd Wed  
CTC - 3rd Wed  
P&R - last Tues  
CEC - 4th Wed  
CCMCA Bd - last Thurs

# 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 |
|---------------------|--|------------------|--------------|
| <b>Mayor:</b>       | <b>Clay Koplin</b>   | March 5, 2019    | March-22     |
| 3 years             | <a href="mailto:Mayor@cityofcordova.net">Mayor@cityofcordova.net</a>               | March 1, 2016    |              |
| Council members:    |  |                  |              |
| Seat A:             | <b>Tom Bailer</b>  | March 5, 2019    | March-22     |
| 3 years             | <a href="mailto:CouncilSeatA@cityofcordova.net">CouncilSeatA@cityofcordova.net</a> |                  |              |
| Seat B:             | <b>Kenneth Jones</b>   | March 7, 2017    | March-20     |
| 3 years             | <a href="mailto:CouncilSeatB@cityofcordova.net">CouncilSeatB@cityofcordova.net</a> |                  |              |
| Seat C:             | <b>Jeff Guard</b>  | March 7, 2017    | March-20     |
| 3 years             | <a href="mailto:CouncilSeatC@cityofcordova.net">CouncilSeatC@cityofcordova.net</a> |                  |              |
| Seat D:             | <b>Melina Meyer, Vice Mayor</b>  | March 6, 2018    | March-21     |
| 3 years             | <a href="mailto:CouncilSeatD@cityofcordova.net">CouncilSeatD@cityofcordova.net</a> |                  |              |
| Seat E:             | <b>Anne Schaefer</b> <small>elected by cncl</small>                                | March 6, 2018    | March-21     |
| 3 years             | <a href="mailto:CouncilSeatE@cityofcordova.net">CouncilSeatE@cityofcordova.net</a> | December 6, 2017 |              |
| Seat F:             | <b>David Allison</b>   | March 5, 2019    | March-22     |
| 3 years             | <a href="mailto:CouncilSeatF@cityofcordova.net">CouncilSeatF@cityofcordova.net</a> | March 1, 2016    |              |
| Seat G:             | <b>David Glasen</b>  | March 5, 2019    | March-22     |
| 3 years             | <a href="mailto:CouncilSeatG@cityofcordova.net">CouncilSeatG@cityofcordova.net</a> |                  |              |

## Cordova School District School Board - Elected

| length of term |   | Date Elected  | Term Expires |
|----------------|---|---------------|--------------|
| 3 years        | <b>Barb Jewell, President</b>   | March 5, 2019 | March-22     |
|                | <a href="mailto:bjewell@cordovasd.org">bjewell@cordovasd.org</a>                          | March 1, 2016 |              |
|                |   | March 5, 2013 |              |
| 3 years        | <b>Bret Bradford</b> <a href="mailto:bbradford@cordovasd.org">bbradford@cordovasd.org</a> | March 6, 2018 | March-21     |
|                |   | March 3, 2015 |              |
| 3 years        | <b>Tammy Altermott</b>  | March 5, 2019 | March-22     |
|                | <a href="mailto:taltermott@cordovasd.org">taltermott@cordovasd.org</a>                    | March 1, 2016 |              |
|                |   | March 5, 2013 |              |
| 3 years        | <b>Peter Hoepfner</b>   | March 6, 2018 | March-21     |
|                | <a href="mailto:phoepfner@cordovasd.org">phoepfner@cordovasd.org</a>                      | March 3, 2015 |              |
|                |   | March 6, 2012 |              |
|                |   | March 3, 2009 |              |
|                |   | March 7, 2006 |              |
| 3 years        | <b>Sheryl Glasen</b>  | March 7, 2017 | March-20     |
|                | <a href="mailto:saglasen@cordovasd.org">saglasen@cordovasd.org</a>                        | March 4, 2014 |              |

*Vacant (appointed, non-voting)*

*City Council Rep*

|                                 |               |
|---------------------------------|---------------|
| seat up for re-election in 2020 | <b>vacant</b> |
| board/commission chair          |               |
| seat up for re-appt in Nov 19   |               |

# City of Cordova, Alaska Elected Officials & Appointed Members of City Boards and Commissions

## CCMC Authority - Board of Directors - Elected

| length of term |                          | Date Elected                   | Term Expires |
|----------------|--------------------------|--------------------------------|--------------|
| 3 years        | <b>Kristin Carpenter</b> | March 7, 2017                  | March-20     |
| 3 years        | <b>Greg Meyer, Chair</b> | March 5, 2019<br>July 19, 2018 | March-22     |
| 3 years        | <b>Chris Bolin</b>       | August 28, 2019                | March-22     |
| 3 years        | <b>Linnea Ronnegard</b>  | March 6, 2018                  | March-21     |
| 3 years        | <b>Gary Graham</b>       | March 5, 2019<br>May 31, 2018  | March-21     |

elected by board to  
fill a vacancy due to  
resignation

March-20

## Library Board - Appointed

| length of term |                                | Date Appointed   | Term Expires |
|----------------|--------------------------------|--|--------------|
| 3 years        | <b>Mary Anne Bishop, Chair</b> | November-16<br>November-13<br>November-10<br>November-06 | November-19  |
| 3 years        | <b>Wendy Ranney</b>            | November-18<br>November-15<br>April-13                   | November-21  |
| 3 years        | <b>Sherman Powell</b>          | June-18  | November-19  |
| 3 years        | <b>Sarah Trumblee</b>          | February-18  | November-20  |
| 3 years        | <b>Krysta Williams</b>         | February-18  | November-20  |

## Planning and Zoning Commission - Appointed

| length of term |                                | Date Appointed  | Term Expires |
|----------------|--------------------------------|---|--------------|
| 3 years        | <b>Nancy Bird</b>              | November-16   | November-19  |
| 3 years        | <b>Allen Roemhildt</b>         | November-16<br>January-14                             | November-19  |
| 3 years        | <b>Scott Pegau, vice chair</b> | November-17<br>December-14<br>December-11             | November-20  |
| 3 years        | <b>John Baenen</b>             | November-18<br>November-15<br>December-12             | November-21  |
| 3 years        | <b>Tom McGann, chair</b>       | November-17<br>December-14<br>December-11<br>April-11 | November-20  |
| 3 years        | <b>Chris Bolin</b>             | November-18<br>September-17                           | November-21  |
| 3 years        | <b>Trae Lohse</b>              | November-18   | November-20  |

seat up for re-appt in Nov 19

seat up for re-election in 2019

**vacant**

board/commission chair

# City of Cordova, Alaska Elected Officials & Appointed Members of City Boards and Commissions

## Harbor Commission - Appointed

| length of term |                    | Date Appointed                        | Term Expires |
|----------------|--------------------|---------------------------------------|--------------|
| 3 years        | Mike Babic         | November-17                           | November-20  |
| 3 years        | Andy Craig         | November-16                           | November-19  |
| 3 years        | Max Wiese          | November-17<br>January-14<br>March-11 | November-20  |
| 3 years        | Ken Jones          | November-16<br>February-13            | November-19  |
| 3 years        | Jacob Betts, Chair | November-18<br>November-15            | November-21  |

## Parks and Recreation Commission - Appointed

| length of term |                     | Date Appointed                             | Term Expires |
|----------------|---------------------|--|--------------|
| 3 years        | Wendy Ranney, Chair | November-18<br>November-15<br>August-14    | November-21  |
| 3 years        | Anne Schaefer       | November-17                                | November-20  |
| 3 years        | Ryan Schuetze       | August-18                                  | November-21  |
| 3 years        | Kirsti Jurica       | November-18                                | November-21  |
| 3 years        | Marvin VanDenBroek  | November-16<br>February-14                 | November-19  |
| 3 years        | Karen Hallquist     | November-16<br>November-13                 | November-19  |
| 3 years        | Dave Zastrow        | November-17<br>February-15<br>September-14 | November-20  |

## Historic Preservation Commission - Appointed

| length of term |                     | Date Appointed             | Term Expires |
|----------------|---------------------|----------------------------|--------------|
| 3 years        | Cathy Sherman       | August-16                  | November-19  |
| 3 years        | Heather Hall        | August-16                  | November-19  |
| 3 years        | Brooke Johnson      | August-16                  | November-19  |
| 3 years        | John Wachtel        | November-18<br>August-16   | November-21  |
| 3 years        | Wendy Ranney        | November-18                | November-21  |
| 3 years        | Nancy Bird          | November-18<br>November-17 | November-21  |
| 3 years        | Jim Casement, Chair | November-17                | November-20  |

seat up for re-election in 2019

board/commission chair

seat up for re-appt in Nov 19

**vacant**