

**Mayor**  
*David Allison*

**Council Members**  
*Tom Bailer*  
*Cathy Sherman*  
*Kasey Kinsman*  
*Wendy Ranney*  
*Anne Schaefer*  
*Kristin Carpenter*  
*Ken Jones*

**City Manager**  
*Helen Howarth*

**City Clerk**  
*Susan Bourgeois*

**Deputy Clerk**  
*Tina Hammer*

**Student Council**  
*Summer vacation*

# **Regular City Council Meeting** **August 2, 2023 @ 7:00 pm** **Cordova Center Comm Rooms** **Agenda**



## **A. Call to order**

## **B. Invocation, 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 David Allison, Council members Tom Bailer, Cathy Sherman, Kasey Kinsman, Wendy Ranney, Anne Schaefer, Kristin Carpenter, and Ken Jones

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

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

- conflicts as defined in Cordova Municipal Code 3.10.010 should be declared, then Mayor rules on whether member should be recused, Council can appeal the Mayor's ruling
- 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, etal)**
4. Student Council Report – summer vacation

## **G. Approval of Consent Calendar**

5. Minutes:
  - a. 07-05-23 Regular City Council Meeting Minutes..... **(page 1)**

## **H. Approval of Minutes – in consent calendar**

## **I. Consideration of Bids/Proposals/Contracts**

## **J. Reports of Officers**

6. Mayor's Report
7. City Manager's Report
  - a. Financials through 6-30-23..... **(page 5)**
  - b. Police Chief **Andrew Goss**
  - c. South Harbor Project Update, Special Projects, **Collin Bronson**..... **(page 7)**
8. City Clerk's Report
9. Departmental Quarterly Reports
  - a. Cordova Center 2Q, Cordova Center Coordinator **Marina Briggs**..... **(page 9)**
  - b. City Investments 2Q, UBS Financial Services, **Chad Adams**..... **(page 15)**
  - c. Cordova Public Library 2Q, Library Director, **Debbie Carlson**..... **(page 50)**
  - d. Cordova Chamber of Commerce 2Q, Executive Director, **Cathy Renfeldt**..... **(page 56)**
  - e. Cordova Historical Museum 2Q, Museum Director, **Ashley Bivin**..... **(page 59)**
  - f. Cordova Police Department 2Q, **Police Chief Andrew Goss**..... **(page 65)**
  - g. Parks & Rec Department 2Q, Parks & Rec Director, **Duncan Chisholm**..... **(page 68)**

**K. Correspondence..... (see primer for description page 77)**

**10. 07-06-23 ADN Opinion Piece regarding Hatcheries in AK..... (page 78)**

**11. 07-26-23 Letter from NVE regarding Interim Executive Director..... (page 80)**

**L. Ordinances and Resolutions**

**12. Ordinance 1208..... (roll call vote)(page 81)**

An ordinance of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a twenty-year lease with the United States Forest Service (USFS), for a portion of property described as a roughly 4,500 square foot Portion of Lot 3, Block 7A, Tidewater Development Park – 2<sup>nd</sup> reading

**13. Resolution 08-23-27..... (voice vote)(page 122)**

A resolution of the Council of the City of Cordova, Alaska, Accepting Ownership and Maintenance of 3,100 feet of Sewer Main and a Lift Station

**M. Unfinished Business - none**

**N. New & Miscellaneous Business**

**14. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 127)**

**O. Audience Participation**

**P. Council Comments**

**Q. Executive Session**

**15. Recommendations from City Manager regarding Collective Bargaining Agreement negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government**

City Council is permitted to enter an executive session if an explicit motion is made to do so calling out the subject to be discussed and if that subject falls into one of the 4 categories noted below. Therefore, even if specific agenda items are not listed under the Executive Session header on the agenda, any item on the agenda may trigger discussion on that item that is appropriate for or legally requires an executive session. In the event executive session is appropriate or required, Council may make a motion to enter executive session right during debate on that agenda item or could move to do so later in the meeting.

**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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**Regular Meetings of the Cordova City Council are live streamed on the City's YouTube or  
are available there for viewing or audio-only by the next business day**

**Regular City Council Meeting  
July 5, 2023 @ 7:00 pm  
Cordova Center Community Rooms A & B  
Minutes**

**A. Call to order** – **Mayor David Allison** called the Regular City Council Meeting to order at 7:00 pm on July 5, 2023, in the Cordova Center Community Rooms.

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

**C. Roll call** - Present for roll call were **Mayor David Allison** and Council members **Tom Bailer, Cathy Sherman, Kasey Kinsman, Anne Schaefer**, and **Kristin Carpenter**. Council member **Ken Jones** was present via teleconference. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

**D. Approval of Regular Agenda**

**M/Carpenter S/Sherman** to approve the agenda.

**M/Bailer S/Jones** to amend the agenda to put item 18 before ordinances and resolutions, therefore, as agenda item 14a.

Vote on the motion to amend: 6 yeas, 0 nays, 1 vacancy (Seat D). Motion was approved.

Vote on the motion to approve as amended: 6 yeas, 0 nays, 1 vacancy (Seat D). Motion was approved.

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

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

1. Guest speakers:

a. Sheridan Alpine Association, 22-23 Season Summary Presentation SAA

Sheridan Alpine Association Board member **Paul Swartzbart** joined **Dave Reggiani**, Board Treasurer, to report on the chairlift cable replacement project. They both then reported on the season summary.

2. Audience comments regarding agenda items

**Wendy Ranney** of 2500 Orca Rd. spoke to agenda item 18 (14a) and said when she ran for Mayor she got almost half the votes; she feels as though the community has faith in her. She said the next best path would be as a council member; she has served on very many boards and commissions and has made it clear that her hopes/wishes are what is best for Cordova.

3. Chairpersons and Representatives of Boards and Commissions:

School Board: Superintendent **Alex Russin** reported: 1) summer sessions are in full swing – kids in classrooms and summer food service program is underway; 2) with the Governor's vetoes, the district is looking at about a \$400k deficit – school board and administration will have a difficult task to find that \$400k – considerations will need to be made around activities, food service program, staffing; they are required to send the budget to the State by July 15 – will meet next week to discuss.

**Schaefer** asked **Russin** about the City's allowable contribution – with the change in the BSA, is the City's contribution still within guidelines. **Russin** said what the City has committed to is still within range of where it is allowed to be.

4. Student Council Report – summer vacation

**G. Approval of Consent Calendar**

5. Minutes: a. 06-21-23 Regular City Council Meeting Minutes

6. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of **Cathy Sherman** from the June 21, 2023 Regular Meeting

7. Proclamation of Appreciation to **Marina 'Mimi' Briggs**

Vote on the Consent Calendar: 6 yeas, 0 nays, 1 vacancy (Seat D). Schaefer-yes; Sherman-yes; Jones-yes; Bailer-yes; Kinsman-yes; and Carpenter-yes. Consent Calendar was approved.

**Mayor Allison** read the Proclamation to **Marina Briggs** aloud and there was applause.

**H. Approval of Minutes** - in consent calendar

**I. Consideration of Bids/Proposals/Contracts** - none

**J. Reports of Officers**

**8. Mayor's Report** – **Mayor Allison** reported: 1) he participated in the Fourth of July celebration with the Chamber yesterday – it was well-attended; 2) change of command ceremony at the USCG dock is at 10am tomorrow, no host reception afterwards at the Brewery; 3) he signed a letter by all the Mayors in the PWS communities supporting hatcheries in Alaska – he will ensure that gets forwarded to Council.

**9. City Manager's Report** – **Howarth** reported: 1) financials through 5-31-23 are in the packet; 2) very well along migrating to the NetSuite software – January 1 launch date hopeful, also will need specific billing software to accompany that, before you tonight is a resolution for that consideration; 3) began IBEW negotiations, executive session later to receive Council feedback on how to proceed; 4) harbor project breaking ground in a few short months, **Collin Bronson** gave a short progress report on project and explained the boat relocation effort to date.

**a. Financials through 05-31-23**

Council questions for Manager: **Carpenter** asked about the scrap metal barge. **Greenwood** said they are committed to taking one barge-load of scrap out this summer, so far going well and they are compacting at the landfill and also taking a steel boat and transporting a fiberglass boat from the boatyard to landfill for us. **Greenwood** mentioned the recent retirement of a long-time dedicated City employee, **Mike Arvidson**. She said she has never seen anyone work as hard as **Mike Arvidson**, when he gets on a task he is all in until completion. **Greenwood** reported a small oil spill that the City staff, water crew and streets crew collaborated on and really moved quickly to avoid a much worse situation.

**10. City Clerk's Report** – **Bourgeois** reported: 1) put in a lot of time on 2 agenda items before Council tonight – the election to fill Seat D vacancy – she provided history of how that has been handled in the past; also helped with the resolution about ferry service, it was last minute because AMHS gave a short turnaround time for comments.

**K. Correspondence**

**11. 05-26-23** Email from Mark Hall regarding 2023 Land Disposal Maps

**12. 06-14-23** Letter from Bruce and Joni Campbell regarding 2023 Land Disposal Maps

**13. 06-15-23** Letter from Cece and Max Wiese regarding 2023 Land Disposal Maps

**14. ADot&PF** Flyer for Second Street Reconstruction Project Open House 7/19/23

This agenda item was pushed up during approval of the agenda.

**14a.18. Council Election to fill vacant City Council Seat D**

**Mayor Allison** said there were 5 people who put their names forward and he opened it up for nominations.

**Carpenter** nominated **Wendy Ranney** for Council Seat D

**Kinsman** nominated **Mark Frohnapfel** for Council Seat D

**Bailer** expressed his opinion that the very strong community support of one candidate who had received so many votes when she ran for Mayor should make this decision easy for Council. **Bailer** said the other names are great choices as well, but he wants it known why he is voting the way he is voting. **Mayor Allison** suggested secret ballots so as to not have hard feelings later.

With no other nominations from the floor, the Clerk handed out slips of paper for Council members to conduct a secret ballot vote between the 2 nominated candidates.

The Clerk tallied the ballots and **Wendy Ranney** received 4 votes, **Mark Frohnapfel** received 2 votes, therefore, **Wendy Ranney** was elected to City Council Seat D for a term through the certification of the March 2024 City Election. City Clerk **Bourgeois** swore in **Ranney** and **Ranney** took a seat at the council table to participate in the remaining agenda items. She had expressed that she did read the packet and felt prepared for the items.

**L. Ordinances and Resolutions**



**15. Ordinance 1208** An ordinance of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a twenty-year lease with the United States Forest Service (USFS), for a portion of property described as a roughly 4,500 square foot Portion of Lot 3, Block 7A, Tidewater Development Park – 1<sup>st</sup> reading

**M/Schaefer S/Carpenter** to adopt Ordinance 1208 An ordinance of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a twenty-year lease with the United States Forest Service (USFS), for a portion of property described as a roughly 4,500 square foot Portion of Lot 3, Block 7A, Tidewater Development Park

**Schaefer** said we had a really productive work session with Harbor Commission at Noon today and they were able to express their concerns and where they were at with the lease agreement – it was helpful to get their perspective on it. This really comes down to a 16-month agreement, she is in support. **Carpenter** echoed those comments. She wants to reinforce to people that there is talk of the need for airplane float and net-mending float and she wants everyone to know we are seeking solutions for those when it comes time to redo the North Harbor. **Kinsman** said he wanted to ensure that the Harbor Commission felt confident that this USFS lease in this area would not hold up future development. He didn't hear anyone against that so he will be supporting. **Sherman** said she will vote in favor and agrees with comments before her. **Ranney** said she did attend the noon meeting and she has been following this item; City Planner **Johnson** hit it out of the park with the 16-month clause which never happens with a government agency and that is the key to making this lease work. She will support. **Jones** said he will not support this and will be voting no. **Bailer** said he will be in favor of this – City staff, **Planner** and **Manager** did a great job with this, we were able to learn a little more at the noon meeting from staff about all that went into this.

Vote on the motion: 6 yeas, 1 nay (Jones). Motion was approved.

**16. Resolution 07-23-25** A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to negotiate with Starnik Inc. for a one-year renewable \$18,900 contract for government cloud-based billing software and authorizing one-time implementation and transition costs not to exceed \$15,900

**M/Bailer S/Schaefer** to approve Resolution 07-23-25 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to negotiate with Starnik Inc. for a one-year renewable \$18,900 contract for government cloud-based billing software and authorizing one-time implementation and transition costs not to exceed \$15,900

**Bailer** asked for a staff report. **Howarth** said as we were working with NetSuite on the changeover, we realized we should consolidate all the billing in various departments by getting cloud-based billing software that would integrate with NetSuite product. This will allow us to have better customer service, real-time access and fully integrated system that tracks receipts, and lets us know where customers stand.

**Schaefer** asked how much we are spending on billing software now. **Howarth** said similar to this amount, maybe even more. **Sherman** said Arctic IT had suggested a cloud-based Microsoft platform financial software when we went to Caselle and **Helen** is doing now what we should have done back then. Will be great for all departments to be integrated and using same system.

Vote on the motion: 7 yeas, 0 nays. Kinsman-yes; Schaefer-yes; Jones-yes; Ranney-yes; Bailer-yes; Carpenter-yes; and Sherman-yes. Motion was approved.

**17. Resolution 07-23-26** A resolution of the Council of the City of Cordova, Alaska, requesting changes to the 2023-2024 proposed AMHS fall/winter ferry schedule by eliminating the 2-month service gap in PWS slated for October 15 – December 14, 2023

**M/Schaefer S/Carpenter** to approve Resolution 07-23-26 A resolution of the Council of the City of Cordova, Alaska, requesting changes to the 2023-2024 proposed AMHS fall/winter ferry schedule by eliminating the 2-month service gap in PWS slated for October 15 – December 14, 2023

**Schaefer** appreciates Council member **Carpenter** and the **City Manager** putting this together; she is in support, seems like same thing every year. **Carpenter** said we are the only region being asked to forego ferry service for such a big chunk of time. **Ranney** will support – she wonders if the City attended the pre-scheduling meeting that they have in April or May – if not that is something we should do in the future.

Vote on the motion: 7 yeas, 0 nays. Motion was approved.

**M. Unfinished Business** – none

**N. New & Miscellaneous Business**

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

Council opted to cancel the second July meeting. Next Regular meeting to be August 2, 2023. A special meeting may be called if something time-sensitive arises. Sales tax code – **Howarth** will get a date when attorney can come down for a work session about that. Council wants to ensure we stay on top of Ski Hill progress toward becoming a 501C3 non-profit.

**O. Audience Participation** - none

**P. Council Comments**

**Sherman** Police department had a great message out on social media for Fourth of July – she appreciates whoever is doing those – great sense of humor. Kudos to the City crews working on that oil spill – fast response time, well done. She said the relationship with the Ski Hill has come a long way, used to be much more adversarial. Thanks to **Susan** for background info on the election to fill the Council seat. Thanked everyone who put their name in for Council and welcome to **Wendy**.

**Schaefer** echoed all the thanks and offered congratulations to **Mimi & Mike Arvidson** on their retirements.

**Bailer** echoed the thanks. He said he didn't read anything about aging fuel tanks in the engineers' study.

**Kinsman** thanked those who put their name in the ring for Council – hope to see those names again in March. He agrees that our infrastructure needs some work.

**Carpenter** echoed all the thanks – congrats to **Mimi Briggs & Mike Arvidson** on their retirements, reminded everyone Salmon Jam and Salmon Runs coming right up.

**Ranney** thanked Council for their faith in her – she will try to do it justice. **Mimi & Mike** will be a great loss of years of knowledge for us. Harbor Commission work session was really great – would behoove Council to meet jointly with other advisory boards and commissions especially before budget.

**Q. Executive Session**

**20.** Recommendations from City Manager regarding Collective Bargaining Agreement negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

**M/Carpenter S/Bailer** to enter executive session to discuss recommendations from City Manager regarding Collective Bargaining Agreement negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

Vote on the motion: 7 yeas, 0 nays. Motion was approved.

Council entered the executive session at 9:10 pm and was back in open session at 9:46 pm.

**Mayor Allison** stated that Council discussed the CBA with the Manager and staff and no decisions were made.

**R. Adjournment**

Hearing no objection **Mayor Allison** adjourned the meeting at 9:46 pm.

Approved August 2, 2023

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

CITY OF CORDOVA  
FUND SUMMARY  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND	PPY ACTUAL	YTD ACTUAL	BUDGET	PCNT
REVENUE				
TAXES	2,012,401.43	1,752,594.58	7,851,700.00	22.32%
LICENSES & PERMITS	1,420.00	(2,015.00)	21,750.00	-9.26%
OTHER GOVERNMENTAL	714,790.95	760,301.47	2,447,655.00	31.06%
LEASES & RENTS	164,768.69	198,527.25	400,848.00	49.53%
LAW ENFORCEMENT	145,789.62	292,424.34	426,587.00	68.55%
D. M. V.	30,132.31	23,672.10	57,700.00	41.03%
PLANNING	2,570.00	2,750.00	7,500.00	36.67%
RECREATION	57,116.98	77,337.93	80,150.00	96.49%
BOB KORN POOL	7,231.40	18,917.92	52,250.00	36.21%
SALE OF PROPERTY	11,783.55	25,451.50	3,000.00	848.38%
INTERFUND TRANSFERS IN	-	305,125.00	965,826.00	31.59%
OTHER REVENUE	42,325.45	171,472.28	152,282.00	112.60%
STATE DEBT SERVICE REIMBURSEMENT	47,361.00	874,898.00	950,000.00	92.09%
APPROPRIATION FROM RESERVE	-	-	167,538.00	0.00%
REVENUE TOTAL	\$ 3,237,691.38	\$ 4,501,457.37	\$ 13,584,786.00	33.14%
EXPENDITURES				
CITY COUNCIL	357.93	3,963.08	7,300.00	54.29%
CITY CLERK	161,689.82	175,969.42	340,406.00	51.69%
CITY MAYOR	-	231.60	2,500.00	9.26%
PARKS & RECREATION COMMISSION	-	-	-	
HARBOR COMMISSION	-	-	-	
CITY MANAGER	214,714.72	299,891.66	676,688.00	44.32%
FINANCE	275,330.16	306,548.32	512,095.00	59.86%
PLANNING	68,428.04	72,996.81	153,037.00	47.70%
PLANNING COMMISSION	995.86	601.67	1,500.00	40.11%
DEPARTMENT OF MOTOR VEHICLES	39,343.14	38,005.71	62,791.00	60.53%
LAW ENFORCEMENT	512,727.03	603,280.45	1,217,108.00	49.57%
JAIL OPERATIONS	141,617.06	153,093.45	301,650.00	50.75%
FIRE & EMS	238,120.79	228,294.28	531,496.00	42.95%
DISASTER MANAGEMENT	7,456.53	8,181.31	15,000.00	54.54%
LIBRARY	309,315.60	167,868.30	479,129.00	35.04%
CORDOVA CENTER	-	17,768.19	147,396.00	12.05%
MUSEUM	-	155,230.25	340,796.00	45.55%
FACILITY UTILITIES	120,158.37	68,466.39	203,100.00	33.71%
PUBLIC WORKS ADMINISTRATION	92,530.43	99,520.28	217,264.00	45.81%
FACILITY MAINTENANCE	196,731.70	163,712.95	383,283.00	42.71%
STREET MAINTENANCE	284,555.94	294,232.45	758,910.00	38.77%
SNOW REMOVAL	47,279.88	30,262.02	74,916.00	40.39%
EQUIPMENT MAINTENANCE	170,293.64	236,274.08	337,320.00	70.04%
PARKS MAINTENANCE	81,493.21	103,729.95	420,982.00	24.64%
CEMETERY MAINTENANCE	941.17	6,541.33	15,935.00	41.05%
PARKS & REC ADMINISTRATION	24,953.33	157,435.80	262,555.00	59.96%
RECREATION - BIDARKI	130,055.12	74,148.25	237,326.00	31.24%
RECREATION - SWIMMING POOL	190,878.56	224,973.01	477,982.00	47.07%
SKI HILL	37,938.92	45,367.93	122,100.00	37.16%
NON-DEPARTMENTAL	316,761.39	510,667.05	877,613.00	58.19%
LONG TERM DEBT SERVICE	391,487.50	367,362.50	1,715,100.00	21.42%
INTERFUND TRANSFERS OUT	-	-	251,508.00	0.00%
TRANSFERS TO OTHER ENTITIES	1,289,581.93	1,395,529.18	2,440,000.00	57.19%
EXPENDITURE TOTAL	\$ 5,345,737.77	\$ 6,010,147.67	\$ 13,584,786.00	44.24%
NET OF REVENUE/EXPENSE	\$ (2,108,046.39)	\$ (1,508,690.30)	\$ -	

CITY OF CORDOVA  
FUND SUMMARY  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

FUND		PY ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
	REVENUE					
101	GENERAL FUND	3,237,691.38	4,501,457.37	13,584,786.00	9,083,328.63	33.14%
104	CITY PERMANENT FUND	(1,529,597.96)	569,963.60	-	(569,963.60)	
203	FIRE DEPT. VEHICLE ACQUISITION	22,924.85	29,823.09	-	(29,823.09)	
205	VEHICLE REMOVAL/IMPOUND FUND	50.00	-	-	-	
333	COVID-19	(252,288.98)	-	-	-	
335	ARPA - CLFRF	667,209.54	-	-	-	
336	ARPA - LSTA GRANTS	-	-	-	-	
401	GENERAL PROJ & GRANT ADMN	133,339.21	92,037.95	-	(92,037.95)	
502	HARBOR ENTERPRISE FUND	649,770.89	565,829.57	1,772,647.00	1,206,817.43	31.92%
503	SEWER ENTERPRISE FUND	449,463.09	478,125.74	923,166.00	445,040.26	51.79%
504	WATER ENTERPRISE FUND	337,882.82	349,584.23	884,417.00	534,832.77	39.53%
505	REFUSE ENTERPRISE FUND	564,654.80	544,622.46	1,507,637.00	963,014.54	36.12%
506	ODIAK CAMPER PARK	15,236.50	27,794.66	65,060.00	37,265.34	42.72%
602	HARBOR & PORT PROJECTS	-	3,776,545.30	-	(3,776,545.30)	
603	SEWER PROJECTS	-	-	-	-	
604	WATER PROJECTS	-	-	-	-	
605	SOLID WASTE PROJECTS	-	-	-	-	
654	LT2 COMPLIANCE PROJECT	-	-	-	-	
655	ACWF#261171-S LOAN MILE17 EQUIP	-	500,000.00	-	(500,000.00)	
702	HARBOR RESERVE FUND	256,060.06	417,654.92	-	(417,654.92)	
703	SEWER RESERVE FUND	-	-	-	-	
704	WATER RESERVE FUND	-	-	-	-	
705	REFUSE RESERVE FUND	-	-	-	-	
805	LANDFILL CLOSURE RESERVE FUND	82.82	457.18	-	(457.18)	
810	HEALTH INTERNAL SERVICE FUND	577,883.51	39,267.53	-	(39,267.53)	
911	E-911 SPECIAL REVENUE FUND	-	-	-	-	
	TOTAL - ALL FUNDS REVENUE	\$ 5,130,362.53	\$ 11,893,163.60	\$ 18,737,713.00	\$ 6,844,549.40	63.47%
	EXPENDITURES					
101	GENERAL FUND	5,345,737.77	6,010,147.67	13,584,786.00	7,574,638.33	44.24%
104	CITY PERMANENT FUND	-	(250.00)	-	250.00	
203	FIRE DEPT. VEHICLE ACQUISITION	1,700.62	1,589.31	-	(1,589.31)	
205	VEHICLE REMOVAL/IMPOUND FUND	1,661.93	5,305.79	-	(5,305.79)	
333	COVID-19	17,583.46	-	-	-	
335	ARPA - CLFRF	57,791.44	375,329.74	-	(375,329.74)	
336	ARPA - LSTA GRANTS	44,068.81	31,198.28	-	(31,198.28)	
401	GENERAL PROJ & GRANT ADMN	194,797.86	33,800.15	-	(33,800.15)	
502	HARBOR ENTERPRISE FUND	451,173.40	637,989.55	1,772,647.00	1,134,657.45	35.99%
503	SEWER ENTERPRISE FUND	298,930.47	428,805.28	923,166.00	494,360.72	46.45%
504	WATER ENTERPRISE FUND	325,185.85	543,704.87	884,417.00	340,712.13	61.48%
505	REFUSE ENTERPRISE FUND	354,543.33	466,909.04	1,507,637.00	1,040,727.96	30.97%
506	ODIAK CAMPER PARK	17,160.63	12,934.33	65,060.00	52,125.67	19.88%
602	HARBOR & PORT PROJECTS	-	3,961,027.75	-	(3,961,027.75)	
603	SEWER PROJECTS	-	-	-	-	
604	WATER PROJECTS	-	-	-	-	
605	SOLID WASTE PROJECTS	-	-	-	-	
654	LT2 COMPLIANCE PROJECT	-	-	-	-	
655	ACWF#261171-S LOAN MILE17 EQUIP	717,056.94	-	-	-	
702	HARBOR RESERVE FUND	184,848.64	88,806.01	-	(88,806.01)	
703	SEWER RESERVE FUND	219,586.24	2,820.00	-	(2,820.00)	
704	WATER RESERVE FUND	5,170.65	-	-	-	
705	REFUSE RESERVE FUND	-	-	-	-	
805	LANDFILL CLOSURE RESERVE FUND	-	-	-	-	
810	HEALTH INTERNAL SERVICE FUND	705,004.71	743,207.69	-	(743,207.69)	
911	E-911 SPECIAL REVENUE FUND	-	-	-	-	
	TOTAL - ALL FUNDS EXPENDITURE	\$ 8,942,002.75	\$ 13,343,325.46	\$ 18,737,713.00	\$ 5,394,387.54	71.21%
	NET - ALL FUNDS	\$ (3,811,640.22)	\$ (1,450,161.86)	\$ -	\$ 1,450,161.86	

## **South Harbor Project Summary as of 25JUL23:**

### **Design:**

65% plan approval being finalized, 95% scheduled for 04AUG23. No pending issues.

### **Permitting:**

#### **National Marine Fisheries Service (NMFS)**

- Marine Mammal Protection Act/Incidental Harassment Authorization (IHA): draft IHA is out for public review (7/14 to 8/14).
- It will take a few days to 2 weeks for NMFS to issue the IHA after the public comment period is done.
- Section 7 Endangered Species Act consultation: we expect NMFS to issue a biological opinion (BO) at the same time the NMFS IHA is issued.

#### **MARAD Environmental Assessment (EA)**

- They will release a signed finding of no significant impact (FONSI) and final EA 1-2 weeks after the NMFS BO is issued.
- Continuing to work with MARAD on grant agreement and NEPA completion.

#### **United States Army Corps of Engineers (USACE) Section 404 Clean Water Act/Section 10 Rivers and Harbors Act Individual Permit**

- USACE issued a 30-day public notice for our permit (7/24 to 8/24).
- We expect it will take a few days to 2 weeks for USACE to issue our permit after the public comment period is done.

#### **Alaska Department of Environmental Conservation (ADEC) Section 401 Clean Water Act Discharge Permit**

- ADEC expects to release a short public notice in the next few days (less than 30 days) with an end date that is close to USACE's (8/24).
- We expect it will take a few days to 2 weeks for ADEC to issue our permit after the public comment period is done.

#### **U.S. Fish and Wildlife Service IHA**

- Our IHA is at the Washington office/headquarters going through multiple levels of review. We reached out to our contact at HQ for an update and have not heard back yet.
- There is an unknown amount of time until USFWS will publish their 30-day public review and it takes about 2 weeks for USFWS to issue the IHA after public review is completed.



## Funding:

- Closed out Clean Water Fund at \$1.975M
- Closed out Pink Salmon Disaster Fund at \$669, 488
- Received an additional \$750K from Denali Commission on 17JUL23. Funding details & contract are being developed.
- Congressional Appropriation: House CPF has not made announcements yet, pending concurrence with Senate. Cordova request as approved by Rep. Peltola for consideration at \$4M, will probably come in at \$1M.
- **Overall budget to date:**

Funding Allocation Summary				
		Allocated	Utilized through July 1	Amount Remaining
	AK Clean Water Loan	\$2,000,000	\$ 1,975,000.00	\$ 25,000.00
	2021 Raise Grant	\$20,000,000	\$ -	\$ 20,000,000.00
	City of Cordova Bond	\$5,000,000	\$ 2,181,687.00	\$ 2,818,313.00
	AK Harbor Facility Grant	\$4,247,603	\$ 2,793,900.00	\$ 1,453,703.00
	Harbor Maintenance	2,312,645.80	\$ 2,312,645.80	\$ -
	2016 Pink Salmon Disaster	\$669,488	\$ 669,488.00	\$ -
	Legislative Support	\$3,000,000	\$ 1,125,838.00	\$ 1,874,162.00
	Cordova Supplemental	\$4,477,477	\$ 1,771,499.00	\$ 2,705,978.00
	<b>Total:</b>	<b>\$41,707,214</b>	<b>\$ 12,830,057.80</b>	<b>\$ 28,877,156</b>

## Harbor Vessel Relocation:

Developed comprehensive plan for vessel relocations to North Harbor and Shipyard. All notifications complete.

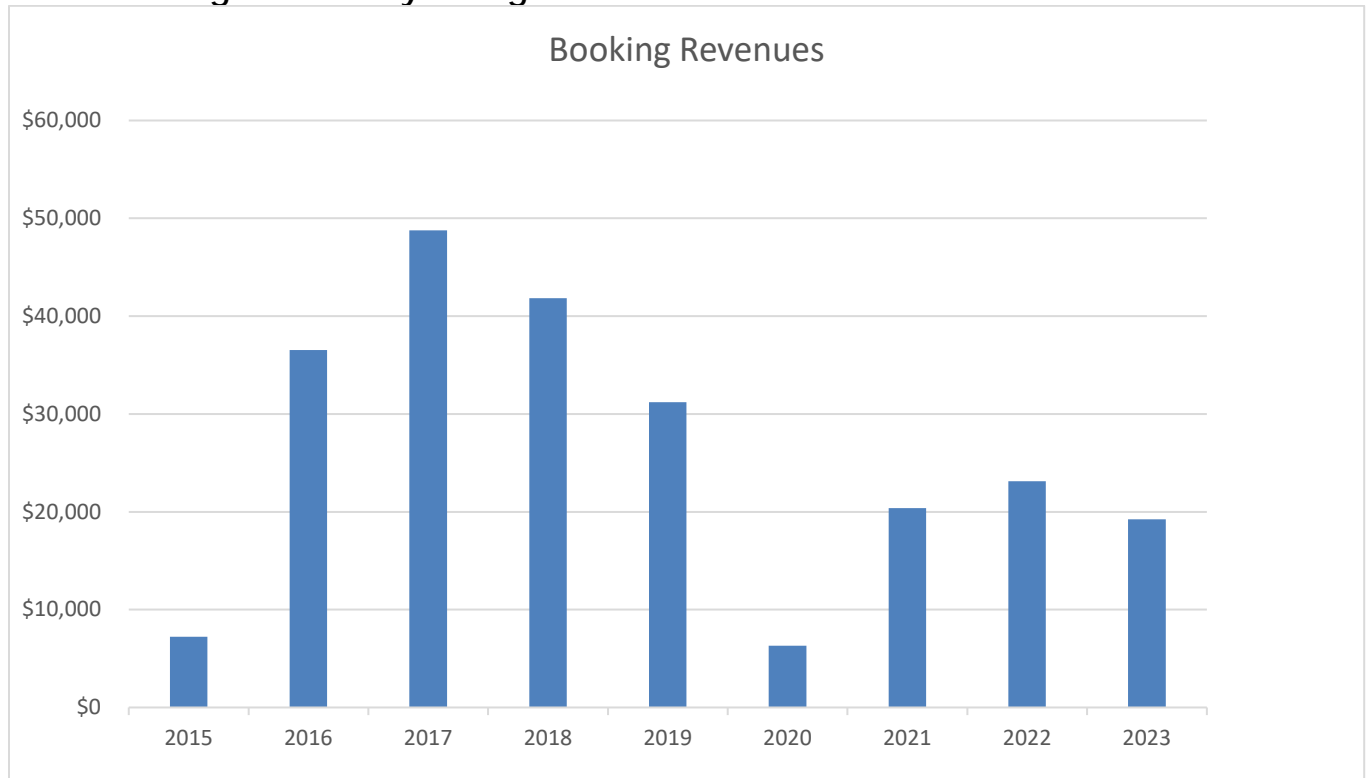
We will be requiring vessels on all of A float and east side of B float (trailered vessels) to haul out to remove finger floats and make additional berths for deeper draft vessels.

###

## Cordova Center 2nd Quarter 2023

The Cordova Center Events Management Team consists of Mimi Briggs (retiring) Megan Anderson (new hire), Malvin Fajardo and Paula Payne, With assistance from Cathy Sherman, Caleb Horney and City of Cordova IT personnel.

- Cordova Center **Use Policy**. Posted on website ([www.cityofcordova.net/the-cordova-center/](http://www.cityofcordova.net/the-cordova-center/)). Always continuing to make notes for year-end review.
- **Bookings: \* January through June 2023 \***



- **In-Kind Non-Rev:**
  - \$8,709 - Scheduled City of Cordova Meetings & other space donations; Boards & Commissions, EMO and Council teleconferences, Library & Museum Outreach Programs
- **Revenue: \$14,677.25**
  - Some Cordova Center Event/Meeting Participants  
Cordova Telecom Board, CR/PWS Marketing, Native Village of Eyak, Cordova Community Foundation, Cordova Arts & Pageants, Cordova Family Resource Center, Copper River Watershed Project, Cordova Electric, Cordova Chamber of Commerce, SERVS, USDA Cordova Ranger District, Prince William Sound Science Center, Witch Kitchen, The Net Loft, and IBEW
  - Event attendees #3,301

## Cordova Center 2nd Quarter 2023

- **Donations:**
- **Grants:**
- **Landscaping:** Planting and upkeep on going through fall
- **Marketing:**
  - Cordova Center Staff continues work on marketing plans.
- **Upcoming Third Quarter Events:**
  - Cordova Telecom & Cordova Electric Board Meetings, Native Village of Eyak Shephard Point Open House, Chugach Alaska Membership Information Meeting, Eyak Corporation Board & Membership Information Meeting, Landaluce Wedding, Movie & Music in the North Star Theater.

Please enjoy pictures of some of our 2nd Quarter events!

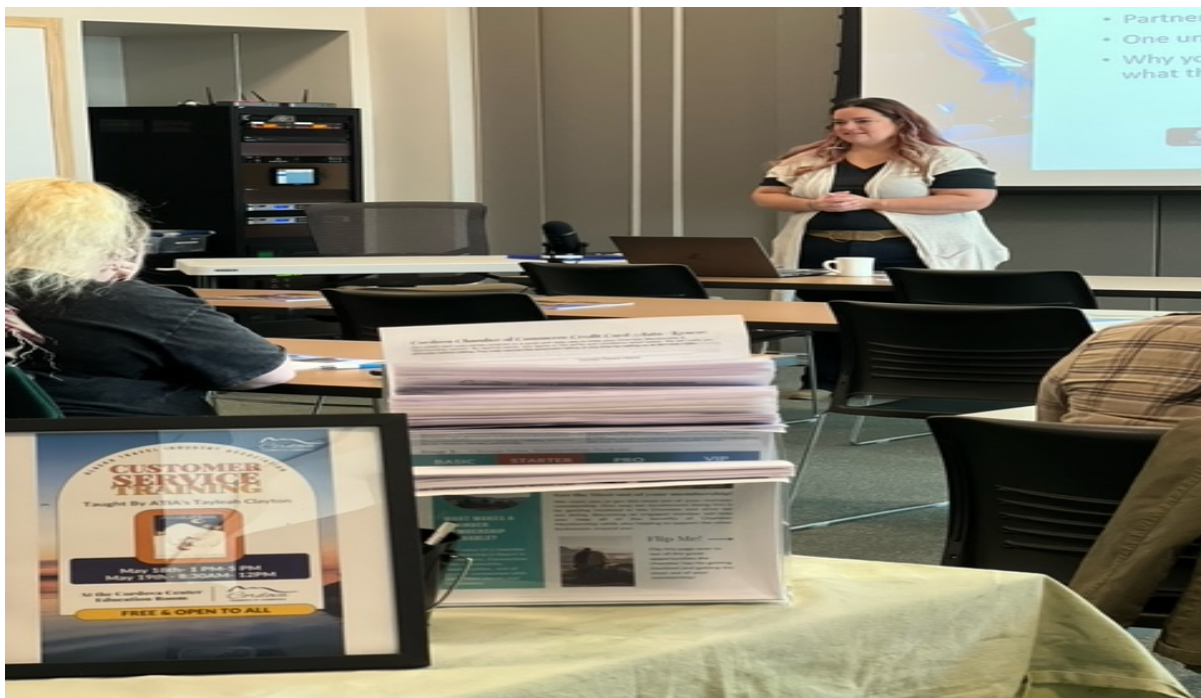


Cordova Library Outreach \* Senior Mug Up \* Seniors & Technology

## Cordova Center 2nd Quarter 2023



The Net Loft Mother's Day Watercolor Workshop 5.14



Chamber of Commerce – Alaska Host Customer Service Training 5.18



## Cordova Center 2nd Quarter 2023



Alaska Telecom Association Annual Meeting \* Vendor Booths \* 5.23 & 5.24



Alaska Telecom Association Annual Meeting \* Luncheon \* 5.23 & 5.24



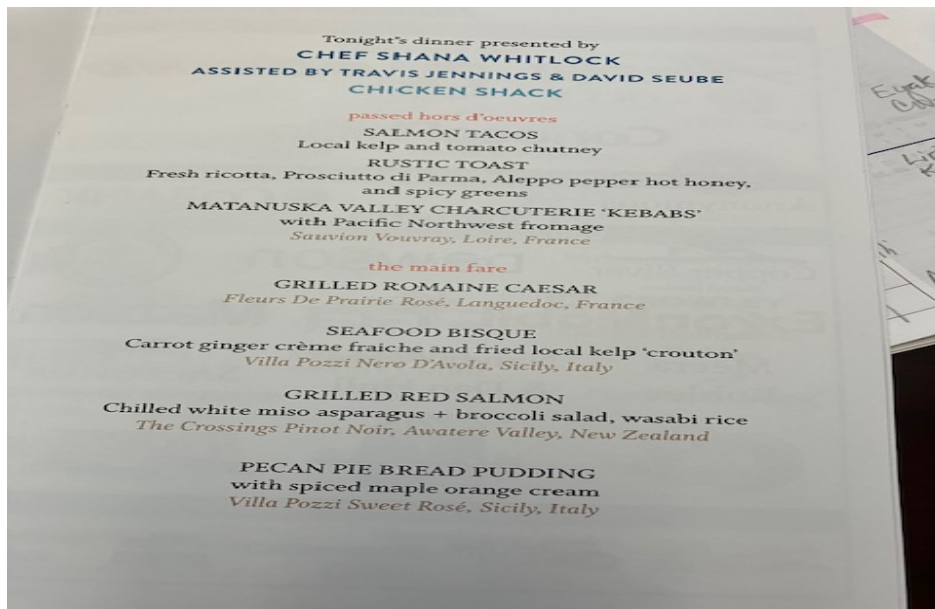
## Cordova Center 2nd Quarter 2023



Copper River Nouveau 6.9.23



## Cordova Center 2nd Quarter 2023



CC Events Crew – Still Smiling towards the end.....

The Cordova Center; the heart of our community.

Respectfully submitted:

Mimi Briggs, final report \*

It has been 7 years of hard work, dedication and a joy to see the Events portion of the City of Cordova continue to grow. Thank you, Cordova Center Events Team it has been a pleasure and an honor. **mjb**

July, 24<sup>th</sup> 2023

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

Cordova Council members and Staff,

**The City increased \$492,643 over the first two quarters of the year bringing the total value of \$8,709,107, a 5.94% increase YTD.**

**The City's equities are up 15.05%, ahead of the MCSI ACWI (All Country World Index) Stock index of 13.93%.**

The S&P 500 has continued its climb, rising back near all-time highs on the back of the "surging seven" mega-cap tech stocks. Equity markets appear to be looking past any potential economic slowdown. Hard landing fears seem to be subsiding as inflation measures show progress towards cooling. Volatility due to geopolitical tensions and downside risk events remain a threat, while positive economic data or earnings beats could propel short-term rallies. The prospect of higher rates for longer coupled with unattractive valuations lead us to keep equities least preferred. While bear market rallies may provide short-term gains, the likelihood of a recession is still elevated. We project **US equity markets to be slightly lower at the end of the year than today**. To be clear, this is **not necessarily a message to sell equities**, but rather to prepare for near-term downside risks while maintaining long-term exposure.

**The bond component has caught up to the Barclays Aggregate bond index, +2.04% vs +2.09%.**

The underperformance in the first quarter from adding the preferred stock allocation has been neutralized from a solid Q2 from that allocation.

Concerns over stress in the regional banking sector have dissipated and recent results from the Fed's annual US bank stress tests have helped to further ease some concerns among preferred stock investors. Yet **pricing has not fully recovered** so overall valuation has improved, **with yields above historical averages**.

Credit metrics look solid to us, but there are downside risks with the Fed staying higher for longer. That said, average US Investment grade yields are at historically elevated levels of **over 5% and should provide a reasonable buffer against near-term market volatility**.

**Fixed income as an asset class presents an attractive value proposition** and we maintain it as most preferred. We continue to advocate allocations to the more defensive, higher-quality segments of fixed income, given the all-in yields on offer and as inflation risks transition to growth risks. Specifically, we maintain a **preference for investment grade bonds**. The tightening of lending standards due to financial instability and higher official policy rates are likely to weigh on growth and inflation and apply downward pressure on nominal interest rates, which bonds can benefit from.

**Strongly consider adding cash to bonds.**

As always, it is our pleasure to serve the City of Cordova.

Regards,

Chad Adams, CFP®  
Enc. 2<sup>nd</sup> Quarter 2023 reports



**Branch office**  
3000 A Street  
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Anchorage, AK 995034040

**Financial Advisor**  
AURORA WEALTH MANAGEMENT  
9072615900

# UBS Client Review

As of July 21, 2023

**Report Prepared for:** CoC - PF

^ performance and account start dates differ (see disclosures)

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

## 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 July 21, 2023

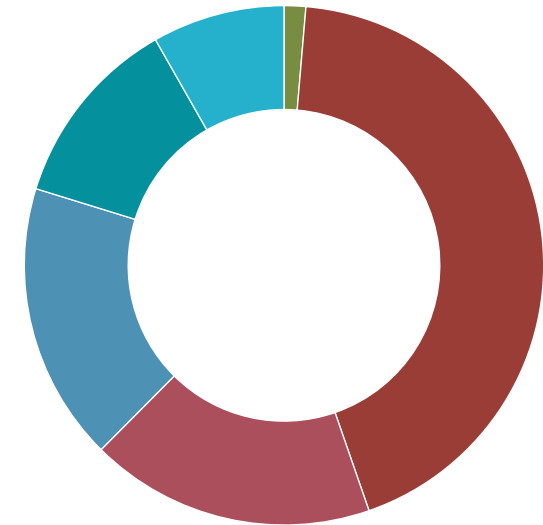
## Summary of Asset Allocation

	Market value (\$)	% of Portfolio
Cash	112,744.23	1.35
Cash	112,744.23	1.35
Fixed Income	5,103,620.84	61.09
US	3,620,796.33	43.34
Global	1,482,824.51	17.75
Equity	3,137,314.41	37.56
US	1,447,645.60	17.33
Global	1,001,434.27	11.99
International	688,234.54	8.24
Commodities	0.00	0.00
Non-Traditional	0.00	0.00
Other	0.00	0.00
<b>Total Portfolio</b>	<b>\$8,353,679.48</b>	<b>100%</b>

Balanced mutual funds and Insurance & Annuity products are allocated in the 'Other' category

Total Value: \$8,353,679.48

- Cash 1.35%
- US Fixed Income 43.34%
- Global Fixed Income 17.75%
- US Equity 17.33%
- Global Equity 11.99%
- International Equity 8.24%



Accrued interest, if any, has been included in the total market value.



# Sources of Portfolio Value

as of June 30, 2023

	2014 12/31/2013 to 12/31/2014	2015 12/31/2014 to 12/31/2015	2016 12/31/2015 to 12/31/2016	2017 12/31/2016 to 12/31/2017	2018 12/31/2017 to 12/31/2018	2019 12/31/2018 to 12/31/2019	2020 12/31/2019 to 12/31/2020	2021 12/31/2020 to 12/31/2021	2022 12/31/2021 to 12/31/2022	2023 12/31/2022 to 06/30/2023
<b>Opening value</b>	<b>8,846,187.84</b>	<b>9,205,997.16</b>	<b>8,662,920.28</b>	<b>8,588,414.52</b>	<b>8,077,168.30</b>	<b>7,770,160.11</b>	<b>8,065,554.06</b>	<b>8,761,326.58</b>	<b>9,276,216.23</b>	<b>7,763,248.79</b>
Net deposits/withdrawals	0.00	0.00	-397,842.00	-1,363,559.15	0.00	-692,141.71	0.00	0.00	0.00	0.00
Investment return	359,809.32	-543,076.88	323,336.24	852,312.93	-307,008.19	987,535.66	695,772.52	514,889.65	-1,512,967.44	481,588.44
<b>Closing value</b>	<b>9,205,997.16</b>	<b>8,662,920.28</b>	<b>8,588,414.52</b>	<b>8,077,168.30</b>	<b>7,770,160.11</b>	<b>8,065,554.06</b>	<b>8,761,326.58</b>	<b>9,276,216.23</b>	<b>7,763,248.79</b>	<b>8,244,837.22</b>
Net Time-weighted ROR	4.07	-5.90	3.74	11.07	-3.80	13.12	8.63	5.88	-16.31	6.20

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	0.02	0.03	0.26	0.82	1.82	2.21	0.54	0.04	1.52	2.33
BBG Agg Bond	5.97	0.55	2.65	3.54	0.01	8.72	7.51	-1.54	-13.01	2.09
BBG US Gvt/CR Aor> Inter	2.84	1.31	1.44	1.60	1.19	5.89	6.15	-1.60	-7.93	1.33
FTSE WGBI USD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MSCI AC World - NR	4.16	-2.36	7.86	23.97	-9.41	26.60	16.25	18.54	-18.36	13.93
HFRX Global Hedge Fund	-0.58	-3.64	2.50	6.00	-6.72	8.62	6.81	3.65	-4.41	0.63

# Expected Cash Flow

from 08/01/2023 to 07/31/2024

## Summary of Expected Cash Flows

	2023 August	September	October	November	December	2024 January	February	March	April	May	June	July	Total (\$)
<b>Total Portfolio</b>	<b>18,690</b>	<b>24,320</b>	<b>18,690</b>	<b>18,690</b>	<b>39,459</b>	<b>18,690</b>	<b>18,690</b>	<b>24,320</b>	<b>18,690</b>	<b>18,690</b>	<b>24,320</b>	<b>18,690</b>	<b>261,937</b>
<b>Taxable</b>	<b>15,718</b>	<b>21,349</b>	<b>15,718</b>	<b>15,718</b>	<b>36,488</b>	<b>15,718</b>	<b>15,718</b>	<b>21,349</b>	<b>15,718</b>	<b>15,718</b>	<b>21,349</b>	<b>15,718</b>	<b>226,280</b>
<b>Taxable U.S. income</b>	<b>15,718</b>	<b>21,349</b>	<b>15,718</b>	<b>15,718</b>	<b>36,488</b>	<b>15,718</b>	<b>15,718</b>	<b>21,349</b>	<b>15,718</b>	<b>15,718</b>	<b>21,349</b>	<b>15,718</b>	
Dividends	15,714	21,344	15,714	15,714	36,483	15,714	15,714	21,344	15,714	15,714	21,344	15,714	226,224
Interest payments	5	5	5	5	5	5	5	5	5	5	5	5	56
<b>Tax-exempt</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>35,657</b>
<b>Tax-exempt U.S. income</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	<b>2,971</b>	
Dividends	2,971	2,971	2,971	2,971	2,971	2,971	2,971	2,971	2,971	2,971	2,971	2,971	35,657

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 account 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 account 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/AAP 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/AAP 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/AAP 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 of 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



## Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

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 may be 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.

For strategies that are highly customized, such as Concentrated Equity Solutions (CES), benchmarks are broad market indices included for general reference and are not intended to show comparative market performance or potential portfolios with risk or return profiles similar to your account. Benchmark indices are shown for illustrative purposes only.

**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 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 include income on securities that have been lent out & 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 '^' 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.

**Important information on options-based strategies:** Options involve risk and are not suitable for everyone. Prior to buying or selling an option investors must read a copy of the Characteristics & Risks of Standardized Options, also known as the options disclosure document (ODD). It explains the characteristics and risks of



# Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

exchange traded options. The options risk disclosure document can be accessed at the following web address: [www.optionsclearing.com/about/publications/character-risks](http://www.optionsclearing.com/about/publications/character-risks).

Concentrated Equity Solutions (CES) managers are not involved in the selection of the underlying stock positions. The Manager will advise only on the options selection in order to pursue the strategy in connection with the underlying stock position(s) deposited in the account. It is important to keep this in mind when evaluating the manager's performance since the account's performance will include the performance of the underlying equity position that is not being managed. CES use options to seek to achieve your investment objectives regarding your concentration stock position. Options strategies change the potential return profile of your stock. In certain scenarios, such as call writing, the call position will limit your ability to participate in any potential increase in the underlying equity position upon which the call was written. Therefore, in some market conditions, particularly during periods of significant appreciation of the underlying equity position(s), the CES account will decrease the performance that would have been achieved had the stock been held long without implementing the CES strategy.

**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 account 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





# Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

available on Morningstar.

**Estimated Annual Income:** The Estimated Annual Income is the dividend/interest rate paid by the investment solely as of the date of this report, annualized yearly per share and multiplied by the quantity of shares held in the selected account(s). For Expected Cash Flow and Portfolio Holdings reports prior to June 23, 2023, savings products & sweep funds do not display such calculations and instead, values are displayed as N/A. For all other reports, Estimated Annual Income for savings products & sweep funds is not calculated or factored into aggregate calculations and will be displayed as 0.

**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.

**Accounts Included in this Report:** 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



## Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

independently verified this information nor does UBS Financial Services Inc. guarantee the accuracy or validity of the information.

**Important information about brokerage and advisory services.** As a firm providing wealth management services to clients, UBS Financial Services Inc. offers investment advisory services in its capacity as an SEC-registered investment adviser and brokerage services in its capacity as an SEC-registered broker-dealer. Investment advisory services and brokerage services are separate and distinct, differ in material ways and are governed by different laws and separate arrangements. It is important that clients understand the ways in which we conduct business, that they carefully read the agreements and disclosures that we provide to them about the products or services we offer. For more information, please review client relationship summary provided at [ubs.com/relationshipsummary](https://ubs.com/relationshipsummary).

### **UBS Financial Services account protection**

The Firm is a member of the Securities Investor Protection Corporation (SIPC), which protects securities customers of its members up to \$500,000 (including \$250,000 for claims for cash). Explanatory brochure available upon request or at [www.sipc.org](https://www.sipc.org). The SIPC asset protection limits apply to all accounts that you hold in a particular capacity.

The Firm, together with certain affiliates, has also purchased supplemental insurance. The maximum amount payable to all eligible clients, collectively under this protection is \$500 million as of December 10, 2019. Subject to the policy conditions and limitations, cash at the Firm is further protected for up to \$1.9 million in the aggregate for all your accounts held in a particular capacity. A full copy of the policy wording is available upon request.

Neither the SIPC protection nor the supplemental protection apply to:

- Certain financial assets controlled by (and included in your account value) but held away from UBS Financial Services. For example certain (i) insurance products, including variable annuities, and (ii) shares of mutual funds registered in the name of the account holder on the books of the issuer or transfer agent);
- Investment contracts or investment interests (e.g., limited partnerships and private placements) that are not registered under the Securities Act of 1933;
- Commodities contracts (e.g., foreign exchange and precious metal contracts), including futures contracts and commodity option contracts;
- Securities on loan to UBS Financial Services; and
- Deposit accounts (except certificates of deposit) at UBS Bank USA, UBS AG U.S. branches and banks in the FDIC Insured Deposit Program.

The SIPC protection and the supplemental protection do not apply to these assets even if they otherwise appear on your statements. The SIPC protection and the supplemental protection do not protect against changes in the market value of your investments (whether as a result of market movement, issuer bankruptcy or otherwise).



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# UBS Client Review

As of July 21, 2023

**Report Prepared for:** City of Cordova

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

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# Asset Allocation Review

as of July 21, 2023

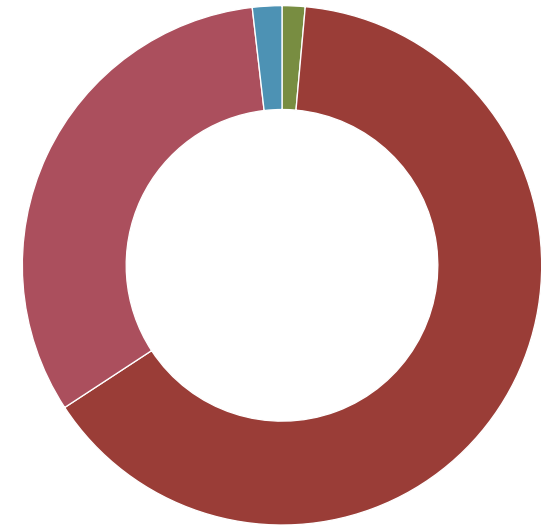
## Summary of Asset Allocation

	Market value (\$)	% of Portfolio
Cash	7,853.29	1.43
Cash	7,853.29	1.43
Fixed Income	530,199.61	96.74
US	352,663.86	64.35
Global	177,535.75	32.39
Equity	10,016.48	1.83
US	10,016.48	1.83
Commodities	0.00	0.00
Non-Traditional	0.00	0.00
Other	0.00	0.00
<b>Total Portfolio</b>	<b>\$548,069.37</b>	<b>100%</b>

Balanced mutual funds and Insurance & Annuity products are allocated in the 'Other' category

Total Value: \$548,069.37

- Cash 1.43%
- US Fixed Income 64.35%
- Global Fixed Income 32.39%
- US Equity 1.83%



Accrued interest, if any, has been included in the total market value.

# Sources of Portfolio Value

as of June 30, 2023

	2014 12/31/2013 to 12/31/2014	2015 12/31/2014 to 12/31/2015	2016 12/31/2015 to 12/31/2016	2017 12/31/2016 to 12/31/2017	2018 12/31/2017 to 12/31/2018	2019 12/31/2018 to 12/31/2019	2020 12/31/2019 to 12/31/2020	2021 12/31/2020 to 12/31/2021	2022 12/31/2021 to 12/31/2022	2023 12/31/2022 to 06/30/2023
<b>Opening value</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>552,451.99</b>	<b>602,207.69</b>	<b>600,618.64</b>	<b>534,215.22</b>
Net deposits/withdrawals	-1,200,150.00	2,791,258.16	-3,979,951.03	-1,807,017.12	0.00	-600,189.50	0.00	0.00	0.00	0.00
Investment return	64,558.43	-19,457.11	56,170.36	70,070.39	6,905.81	80,710.39	49,755.70	-1,589.05	-66,403.42	11,054.70
<b>Closing value</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>552,451.99</b>	<b>602,207.69</b>	<b>600,618.64</b>	<b>534,215.22</b>	<b>545,269.92</b>
Net Time-weighted ROR	1.68	-0.25	1.80	4.60	0.65	7.67	9.01	-0.26	-11.06	2.07

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	0.02	0.03	0.26	0.82	1.82	2.21	0.54	0.04	1.52	2.33
BBG US Gvt/CR Aor> Inter	2.84	1.31	1.44	1.60	1.19	5.89	6.15	-1.60	-7.93	1.33
FTSE WGBI USD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

# Expected Cash Flow

from 08/01/2023 to 07/31/2024

## Summary of Expected Cash Flows

	2023 August	September	October	November	December	2024 January	February	March	April	May	June	July	Total (\$)
<b>Total Portfolio</b>	<b>1,340</b>	<b>2,017</b>	<b>1,340</b>	<b>1,340</b>	<b>5,856</b>	<b>1,340</b>	<b>1,340</b>	<b>2,017</b>	<b>1,340</b>	<b>1,340</b>	<b>2,017</b>	<b>1,340</b>	<b>22,623</b>
<b>Taxable</b>	<b>1,018</b>	<b>1,695</b>	<b>1,018</b>	<b>1,018</b>	<b>5,534</b>	<b>1,018</b>	<b>1,018</b>	<b>1,695</b>	<b>1,018</b>	<b>1,018</b>	<b>1,695</b>	<b>1,018</b>	<b>18,760</b>
<b>Taxable U.S. income</b>	<b>1,018</b>	<b>1,695</b>	<b>1,018</b>	<b>1,018</b>	<b>5,534</b>	<b>1,018</b>	<b>1,018</b>	<b>1,695</b>	<b>1,018</b>	<b>1,018</b>	<b>1,695</b>	<b>1,018</b>	
Dividends	1,017	1,695	1,017	1,017	5,534	1,017	1,017	1,695	1,017	1,017	1,695	1,017	18,757
Interest payments	0	0	0	0	0	0	0	0	0	0	0	0	3
<b>Tax-exempt</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>3,863</b>
<b>Tax-exempt U.S. income</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>322</b>	
Dividends	322	322	322	322	322	322	322	322	322	322	322	322	3,863

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 account 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 account 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/AAP 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/AAP 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/AAP 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 of 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



## Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

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 may be 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.

For strategies that are highly customized, such as Concentrated Equity Solutions (CES), benchmarks are broad market indices included for general reference and are not intended to show comparative market performance or potential portfolios with risk or return profiles similar to your account. Benchmark indices are shown for illustrative purposes only.

**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 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 include income on securities that have been lent out & 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 '^' 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.

**Important information on options-based strategies:** Options involve risk and are not suitable for everyone. Prior to buying or selling an option investors must read a copy of the Characteristics & Risks of Standardized Options, also known as the options disclosure document (ODD). It explains the characteristics and risks of



# Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

exchange traded options. The options risk disclosure document can be accessed at the following web address: [www.optionsclearing.com/about/publications/character-risks](http://www.optionsclearing.com/about/publications/character-risks).

Concentrated Equity Solutions (CES) managers are not involved in the selection of the underlying stock positions. The Manager will advise only on the options selection in order to pursue the strategy in connection with the underlying stock position(s) deposited in the account. It is important to keep this in mind when evaluating the manager's performance since the account's performance will include the performance of the underlying equity position that is not being managed. CES use options to seek to achieve your investment objectives regarding your concentration stock position. Options strategies change the potential return profile of your stock. In certain scenarios, such as call writing, the call position will limit your ability to participate in any potential increase in the underlying equity position upon which the call was written. Therefore, in some market conditions, particularly during periods of significant appreciation of the underlying equity position(s), the CES account will decrease the performance that would have been achieved had the stock been held long without implementing the CES strategy.

**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 account 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



## Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

available on Morningstar.

**Estimated Annual Income:** The Estimated Annual Income is the dividend/interest rate paid by the investment solely as of the date of this report, annualized yearly per share and multiplied by the quantity of shares held in the selected account(s). For Expected Cash Flow and Portfolio Holdings reports prior to June 23, 2023, savings products & sweep funds do not display such calculations and instead, values are displayed as N/A. For all other reports, Estimated Annual Income for savings products & sweep funds is not calculated or factored into aggregate calculations and will be displayed as 0.

**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.

**Accounts Included in this Report:** 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



## Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

independently verified this information nor does UBS Financial Services Inc. guarantee the accuracy or validity of the information.

**Important information about brokerage and advisory services.** As a firm providing wealth management services to clients, UBS Financial Services Inc. offers investment advisory services in its capacity as an SEC-registered investment adviser and brokerage services in its capacity as an SEC-registered broker-dealer. Investment advisory services and brokerage services are separate and distinct, differ in material ways and are governed by different laws and separate arrangements. It is important that clients understand the ways in which we conduct business, that they carefully read the agreements and disclosures that we provide to them about the products or services we offer. For more information, please review client relationship summary provided at [ubs.com/relationshipsummary](https://ubs.com/relationshipsummary).

### **UBS Financial Services account protection**

The Firm is a member of the Securities Investor Protection Corporation (SIPC), which protects securities customers of its members up to \$500,000 (including \$250,000 for claims for cash). Explanatory brochure available upon request or at [www.sipc.org](https://www.sipc.org). The SIPC asset protection limits apply to all accounts that you hold in a particular capacity.

The Firm, together with certain affiliates, has also purchased supplemental insurance. The maximum amount payable to all eligible clients, collectively under this protection is \$500 million as of December 10, 2019. Subject to the policy conditions and limitations, cash at the Firm is further protected for up to \$1.9 million in the aggregate for all your accounts held in a particular capacity. A full copy of the policy wording is available upon request.

Neither the SIPC protection nor the supplemental protection apply to:

- Certain financial assets controlled by (and included in your account value) but held away from UBS Financial Services. For example certain (i) insurance products, including variable annuities, and (ii) shares of mutual funds registered in the name of the account holder on the books of the issuer or transfer agent);
- Investment contracts or investment interests (e.g., limited partnerships and private placements) that are not registered under the Securities Act of 1933;
- Commodities contracts (e.g., foreign exchange and precious metal contracts), including futures contracts and commodity option contracts;
- Securities on loan to UBS Financial Services; and
- Deposit accounts (except certificates of deposit) at UBS Bank USA, UBS AG U.S. branches and banks in the FDIC Insured Deposit Program.

The SIPC protection and the supplemental protection do not apply to these assets even if they otherwise appear on your statements. The SIPC protection and the supplemental protection do not protect against changes in the market value of your investments (whether as a result of market movement, issuer bankruptcy or otherwise).



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# UBS Client Review

As of July 21, 2023

**Report Prepared for:** City of Cordova

\* excluded from performance exhibits ^ performance and account start dates differ (see disclosures)

Account Number	Account Name	Type
UX XX546	PF-Mod-Con	Portfolio Management Program
UX XX545^	PF-Quality Inc	Portfolio Management Program
UX XX046	CT-Quality Inc	Portfolio Management Program
UX XX544	PF-Mkt Linkd CD	Business Service Account
UX XX543	CT-BSA - Cash	Business Service Account
UX XX542^	CT	Basic Investment Account - Business
5X XX092*	LOC	Premier Variable Credit Line

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# Asset Class Performance

as of June 30, 2023

	Value on 06/30/2023	% of Total Portfolio	Net time-weighted returns (annualized > 1 year)				Start Date
			For period of 12/31/2022 to 06/30/2023	For period of 12/31/2021 to 12/31/2022	For period of 12/31/2020 to 12/31/2021	For period of 12/31/2016 to 06/30/2023	
Cash	120,654.06	1.37	N/A	N/A	N/A	N/A	Mar 20, 2020
Cash	120,654.06	1.37	N/A	N/A	N/A	N/A	Mar 20, 2020
Fixed Income	5,601,175.73	63.72	2.04	-10.48	1.38	2.38	Dec 31, 2016
US	3,951,541.91	44.95	1.36	-11.61	0.33	2.27	Dec 31, 2016
Global	1,649,633.82	18.77	3.73	-8.00	3.01	1.55	Dec 31, 2016
Equity	3,068,277.36	34.91	15.05	-24.90	16.92	9.74	Dec 31, 2016
US	1,419,108.54	16.14	12.44	-21.94	22.47	10.66	Dec 31, 2016
Global	971,851.47	11.06	19.78	-24.62	17.26	12.17*	Aug 06, 2018
International	677,317.35	7.71	14.11	-29.91	8.69	5.78	Dec 31, 2016
Other	0.00	0.00	N/A	-16.23	8.43	N/A	Aug 25, 2020
Balanced	0.00	0.00	N/A	-16.23	8.43	N/A	Aug 25, 2020
Total Portfolio	\$8,790,107.14	100%	5.94%	-15.99%	5.48%	3.11%	Dec 31, 2016
Benchmarks - Time weighted returns			For period of 12/31/2022 to 06/30/2023	For period of 12/31/2021 to 12/31/2022	For period of 12/31/2020 to 12/31/2021	For period of 12/31/2016 to 06/30/2023	
US Treasury Bill - 3 Mos			2.33	1.52	0.04	1.43	
BBG Agg Bond			2.09	-13.01	-1.54	0.88	
MSCI AC World - NR			13.93	-18.36	18.54	9.67	
HFRX Global Hedge Fund			0.63	-4.41	3.65	2.09	

\*Performance is partially available for the selected time period and is based on the performance start date.

Gross time weighted returns are displayed at the asset class level for advisory accounts not displayed by their manager's strategy

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



# Additional Information About Your Portfolio

as of June 30, 2023

## Inception to date net time-weighted returns (annualized > 1 year)

	Performance Start date	For period of	ITD
		12/31/2010 to 06/30/2023	09/17/2009 to 06/30/2023
Consolidated	09/17/2009	2.82%	2.81%



# 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 account 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 account 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/AAP 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/AAP 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/AAP sleeves on or after 04/30/2018 as well as all Asset Class and Security level returns.

**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.

**Asset Class Performance:** If you selected the Manager Roll-up option, even though the asset manager may invest in more than one asset class, the asset manager will be included in an asset class based upon the asset manager's investment style/category. Therefore, the values/percentages of asset classes presented within this report may not match if you selected the Manager Roll-up option.

**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



# Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

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.

For strategies that are highly customized, such as Concentrated Equity Solutions (CES), benchmarks are broad market indices included for general reference and are not intended to show comparative market performance or potential portfolios with risk or return profiles similar to your account. Benchmark indices are shown for illustrative purposes only.

**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.

**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 '^' 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.

**Important information on options-based strategies:** Options involve risk and are not suitable for everyone. Prior to buying or selling an option investors must read a copy of the Characteristics & Risks of Standardized

Options, also known as the options disclosure document (ODD). It explains the characteristics and risks of exchange traded options. The options risk disclosure document can be accessed at the following web address: [www.optionsclearing.com/about/publications/character-risks](http://www.optionsclearing.com/about/publications/character-risks).

Concentrated Equity Solutions (CES) managers are not involved in the selection of the underlying stock positions. The Manager will advise only on the options selection in order to pursue the strategy in connection with the underlying stock position(s) deposited in the account. It is important to keep this in mind when evaluating the manager's performance since the account's performance will include the performance of the underlying equity position that is not being managed. CES use options to seek to achieve your investment objectives regarding your concentration stock position. Options strategies change the potential return profile of your stock. In certain scenarios, such as call writing, the call position will limit your ability to participate in any potential increase in the underlying equity position upon which the call was written. Therefore, in some market conditions, particularly during periods of significant appreciation of the underlying equity position(s), the CES account will decrease the performance that would have been achieved had the stock been held long without implementing the CES strategy.

**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.

**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 account 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.

**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



## Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

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.

**Accounts Included in this Report:** 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.

**Important information about brokerage and advisory services.** As a firm providing wealth management services to clients, UBS Financial Services Inc. offers investment advisory services in its capacity as an SEC-registered investment adviser and brokerage services in its capacity as an SEC-registered broker-dealer. Investment advisory services and brokerage services are separate and distinct, differ in material ways and are governed by different laws and separate arrangements. It is important that clients understand the ways in which we conduct business, that they carefully read the agreements and disclosures that we provide to them about the products or services we offer. For more information, please review client relationship summary provided at [ubs.com/relationshipsummary](https://ubs.com/relationshipsummary).

### **UBS Financial Services account protection**

The Firm is a member of the Securities Investor Protection Corporation (SIPC), which protects securities customers of its members up to \$500,000 (including \$250,000 for claims for cash). Explanatory brochure available upon request or at [www.sipc.org](https://www.sipc.org). The SIPC asset protection limits apply to all accounts that you hold in a particular capacity.

The Firm, together with certain affiliates, has also purchased supplemental insurance. The maximum amount payable to all eligible clients, collectively under this protection is \$500 million as of December 10, 2019. Subject to the policy conditions and limitations, cash at the Firm is further protected for up to \$1.9 million in the aggregate for all your accounts held in a particular capacity. A full copy of the policy wording is available upon request.

Neither the SIPC protection nor the supplemental protection apply to:

- Certain financial assets controlled by (and included in your account value) but held away from UBS Financial Services. For example certain (i) insurance products, including variable annuities, and (ii) shares of mutual funds registered in the name of the account holder on the books of the issuer or transfer agent;
- Investment contracts or investment interests (e.g., limited partnerships and private placements)



## Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

- that are not registered under the Securities Act of 1933;
- Commodities contracts (e.g., foreign exchange and precious metal contracts), including futures contracts and commodity option contracts;
- Securities on loan to UBS Financial Services; and
- Deposit accounts (except certificates of deposit) at UBS Bank USA, UBS AG U.S. branches and banks in the FDIC Insured Deposit Program.

The SIPC protection and the supplemental protection do not apply to these assets even if they otherwise appear on your statements. The SIPC protection and the supplemental protection do not protect against changes in the market value of your investments (whether as a result of market movement, issuer bankruptcy or otherwise).





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**Financial Advisor**  
AURORA WEALTH MANAGEMENT  
9072615900

# UBS Client Review

As of July 21, 2023

**Report Prepared for:** CoC - Total

\* excluded from performance exhibits ^ performance and account start dates differ (see disclosures)

Account Number	Account Name	Type
UX XX546	PF-Mod-Con	Portfolio Management Program
UX XX545^	PF-Quality Inc	Portfolio Management Program
UX XX046	CT-Quality Inc	Portfolio Management Program
UX XX544	PF-Mkt Linkd CD	Business Service Account
UX XX543	CT-BSA - Cash	Business Service Account
UX XX542^	CT	Basic Investment Account - Business
5X XX092*	LOC	Premier Variable Credit Line

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# Asset Allocation Review

as of July 21, 2023

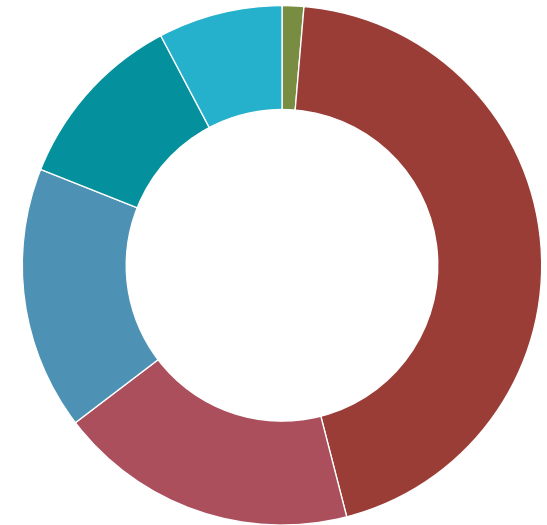
## Summary of Asset Allocation

	Market value (\$)	% of Portfolio
Cash	120,597.52	1.35
Cash	120,597.52	1.35
Fixed Income	5,633,820.45	63.29
US	3,973,460.19	44.64
Global	1,660,360.26	18.65
Equity	3,147,330.88	35.36
US	1,457,662.07	16.38
Global	1,001,434.27	11.25
International	688,234.54	7.73
Commodities	0.00	0.00
Non-Traditional	0.00	0.00
Other	0.00	0.00
<b>Total Portfolio</b>	<b>\$8,901,748.85</b>	<b>100%</b>

Balanced mutual funds and Insurance & Annuity products are allocated in the 'Other' category

Total Value: \$8,901,748.85

- Cash 1.35%
- US Fixed Income 44.64%
- Global Fixed Income 18.65%
- US Equity 16.38%
- Global Equity 11.25%
- International Equity 7.73%



Accrued interest, if any, has been included in the total market value.

# Sources of Portfolio Value

as of June 30, 2023

	2014 12/31/2013 to 12/31/2014	2015 12/31/2014 to 12/31/2015	2016 12/31/2015 to 12/31/2016	2017 12/31/2016 to 12/31/2017	2018 12/31/2017 to 12/31/2018	2019 12/31/2018 to 12/31/2019	2020 12/31/2019 to 12/31/2020	2021 12/31/2020 to 12/31/2021	2022 12/31/2021 to 12/31/2022	2023 12/31/2022 to 06/30/2023
<b>Opening value</b>	<b>13,935,731.05</b>	<b>13,159,948.80</b>	<b>15,388,672.97</b>	<b>11,390,386.54</b>	<b>9,142,193.59</b>	<b>8,842,091.21</b>	<b>8,618,006.05</b>	<b>9,363,534.27</b>	<b>9,876,834.87</b>	<b>8,297,464.01</b>
Net deposits/withdrawals	-1,200,150.00	2,791,258.16	-4,377,793.03	-3,170,576.27	0.00	-1,292,331.21	0.00	0.00	0.00	0.00
Investment return	424,367.75	-562,533.99	379,506.60	922,383.32	-300,102.38	1,068,246.05	745,528.22	513,300.61	-1,579,370.86	492,643.14
<b>Closing value</b>	<b>13,159,948.80</b>	<b>15,388,672.97</b>	<b>11,390,386.54</b>	<b>9,142,193.59</b>	<b>8,842,091.21</b>	<b>8,618,006.05</b>	<b>9,363,534.27</b>	<b>9,876,834.87</b>	<b>8,297,464.01</b>	<b>8,790,107.14</b>
Net Time-weighted ROR	3.59	-3.41	3.62	9.98	-3.28	12.45	8.65	5.48	-15.99	5.94

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	0.02	0.03	0.26	0.82	1.82	2.21	0.54	0.04	1.52	2.33
BBG Agg Bond	5.97	0.55	2.65	3.54	0.01	8.72	7.51	-1.54	-13.01	2.09
BBG US Gvt/CR Aor> Inter	2.84	1.31	1.44	1.60	1.19	5.89	6.15	-1.60	-7.93	1.33
FTSE WGBI USD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MSCI AC World - NR	4.16	-2.36	7.86	23.97	-9.41	26.60	16.25	18.54	-18.36	13.93
HFRX Global Hedge Fund	-0.58	-3.64	2.50	6.00	-6.72	8.62	6.81	3.65	-4.41	0.63

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

Report created on: July 24, 2023

# Expected Cash Flow

from 08/01/2023 to 07/31/2024

## Summary of Expected Cash Flows

	2023 August	September	October	November	December	2024 January	February	March	April	May	June	July	Total (\$)
<b>Total Portfolio</b>	<b>20,029</b>	<b>26,337</b>	<b>20,029</b>	<b>20,029</b>	<b>45,315</b>	<b>20,029</b>	<b>20,029</b>	<b>26,337</b>	<b>20,029</b>	<b>20,029</b>	<b>26,337</b>	<b>20,029</b>	<b>284,560</b>
<b>Taxable</b>	<b>16,736</b>	<b>23,044</b>	<b>16,736</b>	<b>16,736</b>	<b>42,022</b>	<b>16,736</b>	<b>16,736</b>	<b>23,044</b>	<b>16,736</b>	<b>16,736</b>	<b>23,044</b>	<b>16,736</b>	<b>245,041</b>
<b>Taxable U.S. income</b>	<b>16,736</b>	<b>23,044</b>	<b>16,736</b>	<b>16,736</b>	<b>42,022</b>	<b>16,736</b>	<b>16,736</b>	<b>23,044</b>	<b>16,736</b>	<b>16,736</b>	<b>23,044</b>	<b>16,736</b>	
Dividends	16,731	23,039	16,731	16,731	42,017	16,731	16,731	23,039	16,731	16,731	23,039	16,731	244,981
Interest payments	5	5	5	5	5	5	5	5	5	5	5	5	59
<b>Tax-exempt</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>39,520</b>
<b>Tax-exempt U.S. income</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	<b>3,293</b>	
Dividends	3,293	3,293	3,293	3,293	3,293	3,293	3,293	3,293	3,293	3,293	3,293	3,293	39,520

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 account 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.

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**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 account 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/AAP 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/AAP 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/AAP 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 of 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



## Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

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 may be 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.

For strategies that are highly customized, such as Concentrated Equity Solutions (CES), benchmarks are broad market indices included for general reference and are not intended to show comparative market performance or potential portfolios with risk or return profiles similar to your account. Benchmark indices are shown for illustrative purposes only.

**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 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 include income on securities that have been lent out & 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 '^' 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.

**Important information on options-based strategies:** Options involve risk and are not suitable for everyone. Prior to buying or selling an option investors must read a copy of the Characteristics & Risks of Standardized Options, also known as the options disclosure document (ODD). It explains the characteristics and risks of





# Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

exchange traded options. The options risk disclosure document can be accessed at the following web address: [www.optionsclearing.com/about/publications/character-risks](http://www.optionsclearing.com/about/publications/character-risks).

Concentrated Equity Solutions (CES) managers are not involved in the selection of the underlying stock positions. The Manager will advise only on the options selection in order to pursue the strategy in connection with the underlying stock position(s) deposited in the account. It is important to keep this in mind when evaluating the manager's performance since the account's performance will include the performance of the underlying equity position that is not being managed. CES use options to seek to achieve your investment objectives regarding your concentration stock position. Options strategies change the potential return profile of your stock. In certain scenarios, such as call writing, the call position will limit your ability to participate in any potential increase in the underlying equity position upon which the call was written. Therefore, in some market conditions, particularly during periods of significant appreciation of the underlying equity position(s), the CES account will decrease the performance that would have been achieved had the stock been held long without implementing the CES strategy.

**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 account 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



## Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

available on Morningstar.

**Estimated Annual Income:** The Estimated Annual Income is the dividend/interest rate paid by the investment solely as of the date of this report, annualized yearly per share and multiplied by the quantity of shares held in the selected account(s). For Expected Cash Flow and Portfolio Holdings reports prior to June 23, 2023, savings products & sweep funds do not display such calculations and instead, values are displayed as N/A. For all other reports, Estimated Annual Income for savings products & sweep funds is not calculated or factored into aggregate calculations and will be displayed as 0.

**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.

**Accounts Included in this Report:** 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



## Disclosures Applicable to Accounts at UBS Financial Services Inc. *(continued)*

independently verified this information nor does UBS Financial Services Inc. guarantee the accuracy or validity of the information.

**Important information about brokerage and advisory services.** As a firm providing wealth management services to clients, UBS Financial Services Inc. offers investment advisory services in its capacity as an SEC-registered investment adviser and brokerage services in its capacity as an SEC-registered broker-dealer. Investment advisory services and brokerage services are separate and distinct, differ in material ways and are governed by different laws and separate arrangements. It is important that clients understand the ways in which we conduct business, that they carefully read the agreements and disclosures that we provide to them about the products or services we offer. For more information, please review client relationship summary provided at [ubs.com/relationshipsummary](https://ubs.com/relationshipsummary).

### **UBS Financial Services account protection**

The Firm is a member of the Securities Investor Protection Corporation (SIPC), which protects securities customers of its members up to \$500,000 (including \$250,000 for claims for cash). Explanatory brochure available upon request or at [www.sipc.org](https://www.sipc.org). The SIPC asset protection limits apply to all accounts that you hold in a particular capacity.

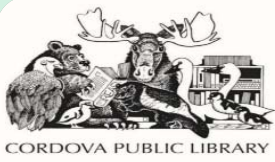
The Firm, together with certain affiliates, has also purchased supplemental insurance. The maximum amount payable to all eligible clients, collectively under this protection is \$500 million as of December 10, 2019. Subject to the policy conditions and limitations, cash at the Firm is further protected for up to \$1.9 million in the aggregate for all your accounts held in a particular capacity. A full copy of the policy wording is available upon request.

Neither the SIPC protection nor the supplemental protection apply to:

- Certain financial assets controlled by (and included in your account value) but held away from UBS Financial Services. For example certain (i) insurance products, including variable annuities, and (ii) shares of mutual funds registered in the name of the account holder on the books of the issuer or transfer agent);
- Investment contracts or investment interests (e.g., limited partnerships and private placements) that are not registered under the Securities Act of 1933;
- Commodities contracts (e.g., foreign exchange and precious metal contracts), including futures contracts and commodity option contracts;
- Securities on loan to UBS Financial Services; and
- Deposit accounts (except certificates of deposit) at UBS Bank USA, UBS AG U.S. branches and banks in the FDIC Insured Deposit Program.

The SIPC protection and the supplemental protection do not apply to these assets even if they otherwise appear on your statements. The SIPC protection and the supplemental protection do not protect against changes in the market value of your investments (whether as a result of market movement, issuer bankruptcy or otherwise).



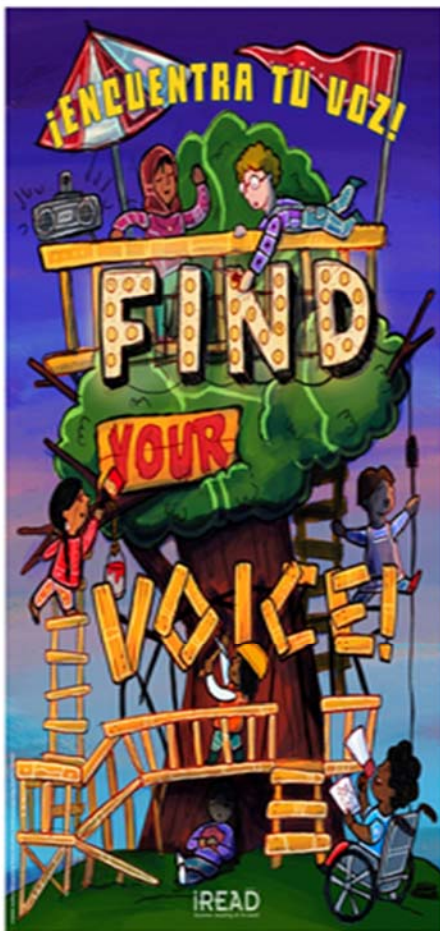


# 2nd Quarter 2023 Report

## Find Your Voice!



iREAD



### Summer Reading

at your **Cordova Public Library**

Wednesdays 1:00-2:30

June 7 – July 26

Sign-up begins June 6

*\*Weekly Wednesday programs  
are geared for grades K-6.*

*\*All youth may participate in Summer Reading,  
attending Wednesday programs are not required,  
but they will be fun\**

June 7th: Field Journals

June 14th: Bear "Talk"

June 21st: TBD

June 28th: Talking Hands: Walking in the Woods

July 5th: Boisterous Bats

July 12th: Storybook Forest

July 19th: Mountains Tell Us Stories

July 28th & 29th: Krambambuli Puppet Theatre

*\*For the last week, we meet on a Friday & Saturday*

For more information call 924-6667.



105 SUMMER READING PARTICIPATNS. OUR BIGGEST YEAR EVER! 79 YOUTH & 26 TEEN/ADULT

GHEE#F DUOVR Q /DIEUDU\#S IWHFR U#

**Information Services** - As public gathering places organized around public service and the transfer of information and ideas across individuals, museums and libraries provide a unique form of easily accessible resources. These include computing services, archive services, information support services... and much more....

OPEN TUESDAY – FRIDAY 10AM TO 7PM & SATURDAY 12 NOON TO 5PM  
COMPUTERS, WIFI, BOOKS, MOVIES, MAGAZINES, E-BOOKS, COPIES,  
FAX, INTERLIBRARY LOANS. GAMES, PUZZLES, PROGRAMS FOR YOUTH AND ADULTS

Your library staff delivers popular programing, “In House” and Virtual through zoom and Instagram live.  
Computer assistance and workshops.

# Library Statistics are tracked for State and Federal grant writing and reports.

2023 2nd Qtr.

2023	Patron	Circulation	Youth	Virtual	In person	ILL-loans	Patron	Adigital	Reference	Adult	Virtual	In person	days open	hours	Digital Ref
	Visits		Programs	Attendance	Attendance		cpu-use	downloads		Programs	attend	attend		open	
April	1769	827	18	39	179	19	217	252	126	6	7	45	21	169	118
May	2577	1079	17	17	138	14	256	337	150	6	3	58	22	182	115
June	2351	1388	13	32	154	15	266	287	122	8	3	60	22	182	97
	6697	3294	48	88	471	48	739	876	398	20	13	163	65	533	330

Patron visits = number of people who came into the library. *Over 6,000 this quarter!*

Circulation = number of items checked out.

Youth Programs = Storytime, PJ read along, After school Art, Jr.-High & Highschool Poetry  
Easter basket of books, Summer Reading.

ILL=Interlibrary Loans = number of items requested and ordered from other libraries.

CPU-use = Public computers provided by the library - # of patron log on.

A-digital = number of checkouts of digital material (books and Audio) by Cordova library patrons through the AK digital Libby program.

Ref. = number of reference questions fielded by librarians.

Adult Programs = Knit Lit, Poetry, Digital resource workshops, Senior Outreach.

Digital Ref = number of patrons helped with digital access and computer assistance.



Librarian Marleen Moffitt received a donated Vintage Cordova Alaska sweater and created a fund-raiser through Friends of the Library (FOL) that raised \$450.00

Congratulations to Kevin Johnson winner of the Vintage Sweater drawing.





## LIBRARY PROGRAMS

**Anna Hernandez -Youth Services** [anna@cordovalibrary.org](mailto:anna@cordovalibrary.org)

Pajama Read Along : Tues & Thurs @7 PM "LIVE" on Instagram : Cordova public library reads

Storytime : Weds @11:00 AM In the kids room at the Library

Knit-Lit : Knitting and Literature- last Wednesdays of the month @6-8 PM on ZOOM

Summer Reading Program – Wednesday 1:00 to 2:30 June 7<sup>th</sup>-July 26<sup>th</sup>

**Paula Payne** [paula@cordovalibrary.org](mailto:paula@cordovalibrary.org) After School Art : Fridays @1:00-2:30 PM  
In the Education Room; Ages 8+

**Jillian Gold** [jillian.cordovapubliclibrary@gmail.com](mailto:jillian.cordovapubliclibrary@gmail.com) Monthly Poetry Showcase - Last Friday of the month @6 PM In the Education Room AND on ZOOM (email Jillian for link)  
"The Catch" editor and publisher. School outreach.

**Jude Willis** [Projects@cordovalibrary.org](mailto:Projects@cordovalibrary.org) Digital Services: Computer assistance, Senior outreach, Student outreach, Featured digital information workshops.

Librarian Jillian Gold just published The Summer Edition of "The Catch" with contributors from 34 local artists and authors, *And* a subscribing audience of 262. Printed copies are available at the library and museum for a minimum \$5.00 donation to Cordova Friends of the Library. *Donations last quarter totaled \$116.00* These FOL donations are used for the publishing cost of this very popular community program. Free copies are available online. See the Cordova Library Facebook page to access. In addition to The Catch Jillian hosts monthly poetry events and school outreach events for poetry and literature.



## POETRY EVENTS



### POETRY OUTREACH -WITH JILLIAN GOLD

(GRADES 7 & 8) 4-13-23: 49 STUDENTS

(GRADES 7 & 8) 4-28-23: 50 STUDENTS

(GRADES 6, 7, & 8) 5-3-23: 66 STUDENTS



**Be on the lookout for these poem pockets around town. Write & share poetry!**



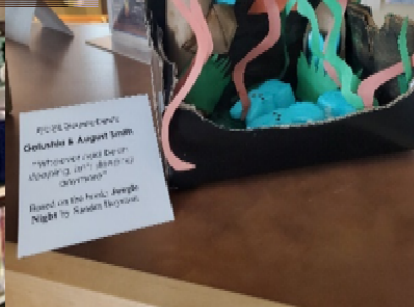
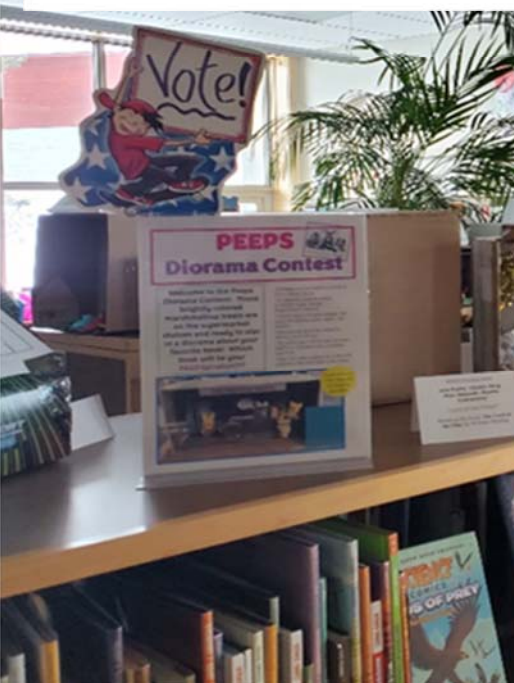
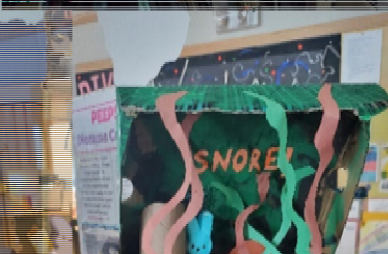
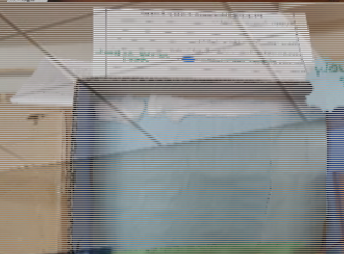
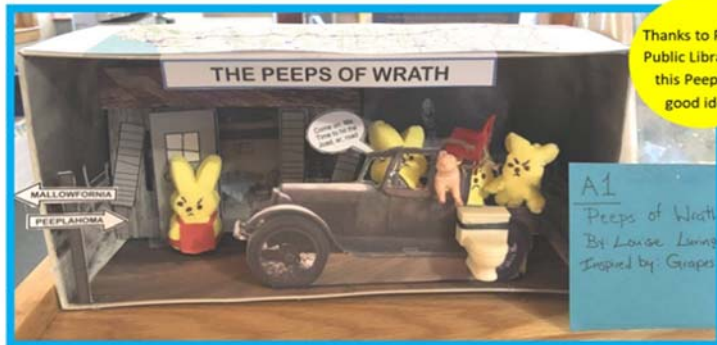


# PEEPS Diorama Contest



Welcome to the Peeps Diorama Contest! Those brightly colored marshmallow treats are on the supermarket shelves and ready to star in a diorama about your favorite book! Which book will be your PEEPSpiration?!?

- Dioramas must be based on a book or have a literary theme.
- All characters must be played by PEEPS candy, but any shaped Peep is allowed.
- Contest open to all ages-separate categories for children, teens, adults, and families.
- Dioramas are due at the library by March 31st at 7:00 pm.
- The public may vote for their favorites until 4/14. Dioramas stay on display until 4/28.
- Entry form and complete set of RULES available at the front desk of the library.



## Win a Bunny Basket Full of Books!

You may enter your name every time you check out a book for chance to win one of six **Bunny Baskets full of books!**

The more you read the better your chances of winning! *Limit one entry per day.*

Names will be drawn @ the library on **Friday, April 7 at 2:30 pm.**  
Need not be present to win.

SOME SPRING EVENTS AT THE CORDOVA LIBRARY





The Cordova Library received an FY2022 IMLS Grant Program award for a Digital Service Librarian. The program received an extension through 2023.

Accessing digital service should not be stressful, confusing, or daunting. It is the job of the Digital Service Librarian to build services that are simple and intuitive; exploring and pinpointing the needs of the patrons we serve, and the ways digital services fit into their lives.

2023	In person workshops	Digital Ref	Outreach
April	31	118	
May	24	115	25
June	24	97	25
<b>Total</b>	<b>79</b>	<b>330</b>	<b>50</b>

In person = workshop attendance

Digital Ref = number of patrons assisted in library

Outreach-senior lunch

Here are some highlights and topics from the 2<sup>nd</sup> quarter Digital Service events and reference questions. *(the actual report is 8 pages)*



Display Settings- Objective: To explain how to adjust display settings on personal devices. Outcome: Attendees will be able to manage their display settings independently on their devices.

Online banking— there were several patrons interested in trying online banking, expressing they have stayed away thus far because of security concerns.

iCloud Storage—A patron thought they had upgraded their storage but wasn't sure after repeatedly calling her bank to check for the charge. We were able to log into her iCloud to confirm her upgraded storage on both devices. She was thoroughly relieved.

Facebook App & Marketplace— Patron wanted help posting items for sale on facebook marketplace. We downloaded the facebook app onto their phone and walked through the process of posting on marketplace and tagging local pages.

Libby App—Patron had used Libby before but needed a refresher, as the app has been updated.

Private Browsers Objective: To explain what private browsing windows are, why, and how to use them. Outcome: Attendees will be able to open private browsers independently and understand their purpose.

19 Things You Didn't Know Your Smartphone Could Do Objective: To introduce seniors to a helpful online resource.

Limit Tracking in Apps Goal: For seniors to understand how to control their privacy on their personal device(s). Objective: Attendees will be able to independently access and change app privacy settings on their device. Resources: AARP: Senior Planet— How to Limit Tracking in Apps.

How to Report Scams/Fraud Objective: To teach seniors how to properly report scams/fraud. Resource: Consumer Advice | Federal Trade Commission (ftc.gov) Scams? USPS emails with logo, social security emails

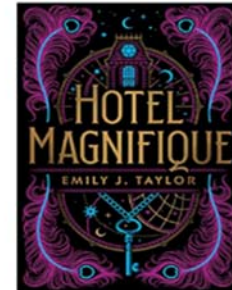
WEEKLY PRESCHOOL STORYTIME WITH SONGS AND CRAFTS -WEDNESDAYS AT 11:00. STORYTIME ENDS IN MAY FOR SUMMER PROGRAMING.  
APRIL & MAY TOTAL ATTENDENCE 51



**Cordova Public Library  
Knit & Lit Book Club**

Bring your knitting and meet us...  
**at the library fireplace & Zoom,**  
on the last Wednesday of every month.  
**Zoom Meeting ID:** 847 8587 2019  
**Passcode:** 419571

Next Meeting will be  
**Wednesday, May 31st at 6 p.m. (AK Time)**



For more information contact: [anna@cordovalibrary.org](mailto:anna@cordovalibrary.org)

**SUMMER READING-- UPCOMING EVENT**

**K R A M B A M B U L I**  
**P U P P E T T H E A T R E**  
Fairy and Wisdom Tales from Around the World



**"The Gruffalo"**

Friday, July 28th, 2023  
6:30 p.m.



Krambambuli Puppet Theatre offers enchantment, wisdom, and quality entertainment for the young and young at heart.



Admission  
by donation.

**NORTH  
STAR  
THEATRE**

All characters are hand carved out of wood or needle felted out of raw wool, and come to life in Wisdom and Fairy Tales from around the world.

**Find Your Voice!**  
with Krambambuli Puppet Theatre  
**Summer Reading Finale**  
Caregiver & Child Puppet Making Workshop  
Saturday, July 29th 11am at your Cordova Library  
Saturday, July 29th at 11am



Sign-up at the library today,  
spaces are limited.  
\$11 material fee/child

**"Parent and Child String Rod Puppet Making Event"**

Creative time with our kids has a very positive impact on children's long term success. The event encourages parents and caregivers to engage in the art of puppet making with their children. We will construct a simple string puppet out of wood, paint, beads, felt, string and ribbon. We will watch them come to life and let the puppets dance!





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

#### **Board of Directors**

**Stephen Phillips**, CDV Surveys  
**Lisa Koker**, Cordova Telecom Cooperative  
**Osa Schultz**, Seaview Condo/Pet Projects  
**Chrsiti Banks**, F/V Jammin Salmon  
**Katrina Hoffman**, Prince William Sound  
Science Center/OSRI  
**Natasha Casciano**, Cordova Gear  
**Nelly Hand**, Drifters Fish  
**Nattilee Kinsman**, Studio Red  
**Tommy Sheridan**, Sheridan Consulting  
**Leif Stavig**, Cordova Electric Cooperative  
**Erin Cooper**, Chugach National Forest -  
Cordova Ranger District  
**Emily Anderson**, City of Cordova  
**Danaya Hoover**, Native Village of Eyak  
**LCDR Ryan Foust**, US Coast Guard



City of Cordova  
PO Box 1210  
Cordova, AK 99574

July 18, 2023

Dear Mayor and City Council Members,

Our board of directors and I would like to thank the City of Cordova for its continued partnership with Cordova Chamber of Commerce. We feel confident that our work to support businesses and grow a more resilient, diversified economy in Cordova multiplies the City's annual \$110,000 investment. The City of Cordova's support continues to be vital to the success of our business support, economic development, quality of life, and destination marketing efforts as we grow and evolve our programs to include the latest Blue Economy and regenerative models. Here is an abridged report of our major activities and programs in Q2 2023:

#### **BUSINESS SUPPORT & WORKFORCE DEVELOPMENT**

- [Business Empowerment Summit](#) – We hosted our second annual session April 13-15 in person at Cordova Center with zoom participation available & access to recordings. Local and statewide experts taught classes that build skills and competencies of local business owners & staff (marketing, bookkeeping, employee recruitment/retention, social media, healthcare for businesses, expedition cruise ship profiles, etc.). [Article here](#).
- Supported CEC Ribbon Cutting for RADIANCE project on June 9.
- Networking – Began in February hosting a series of [Business Beers](#) networking events at local eateries open to everyone (not just members) to share support and resources and increase business connection and collaboration. April was hosted at the Powder House.
- Cordova Blue Economy Project - Blue Economy Meet & Greet held on June 9 at Reluctant Fisherman was a powerful success. Over 100 attendees from local business community mixed with Copper River Nouveau guests + CEC RADIANCE Ribbon Cutting guests.
- Our new [membership structure](#) and new Corporate Memberships have been well-received by local businesses and resulted in **over 100% increase in Chamber membership revenue year-over-year**. This cost is being carried not by local businesses but by out of town corporate entities. Cordova Business Gala planned for November.
- Brought in experts from ATIA to offer a Customer Service training for local businesses on May 18-19 at the Cordova Center & via zoom.
- Partnered with Teal Hansen from NVE on very popular Cultural Training for Businesses class. Future classes paused by NVE.
- Supporting Childcare Symposium from PWSEDD to respond to the childcare issues in Cordova & help develop new offerings.
- Partnered with CSD on a very successful Job Fair on April 6<sup>th</sup>.
- [Chamber Choice Healthcare](#) - All Chamber members are eligible regardless of size, seasonality of employees, and amount of employer contribution. This along with free Online Jobs Board (indexed by Google Jobs) are great resources for businesses of all sizes.
- Participating in Childcare Development & Fisheries Adaptation to Climate Change planning meetings with PWSEDD
- Partnered with CHS to host a very successful Job Fair on 4/6 with over 20 local business booths.

## DESTINATION MANAGEMENT & QUALITY OF LIFE

- [Copper River Delta Shorebird Festival](#) – Very successful event. Over 150 out of town attendees + many local registrants. International presenters and well-known keynote speaker provided professional and engaging content. Great local business participation + spending.
- Old Time Fourth of July Celebration – local businesses and community groups excited for opportunities to fundraise by selling food and wares at this hyper-local event.
- Chamber offering promotional and organizational support to [Salmon Jam](#) planning committee.
- [Community-Based Regenerative Tourism](#) – Convening Cordova's DLT (Destination Leadership Team) monthly to carry out the destination strategy that we leveraged federal COVID funding to co-create with diverse community stakeholders in 2021. The goal is to realize the most positive and least negative impacts from a diversified economy through right-sized tourism.
  - Planning a trans-Pacific Regenerative Impact Studio in January 2024 to help local entrepreneurs and orgs develop and promote Regenerative tour offerings that address community needs. [Featured in the March edition of Alaska Magazine](#) as a statewide leader for this. Partner from Hawai'i presented to NVE Tribal Council with Chamber on 6/20.
  - Current projects improve exploring a Business Improvement District and forming suggestions for City Council regarding cruise head tax and best management practices.
- Expedition Cruise ship outreach – Worked with value-aligned small-boat company, Hurtigruten Expeditions, to achieve a net-positive return to local businesses and the community from three visits 5/25, 6/18, and 6/22. Supporting local businesses to develop tours and driving traffic into storefronts and markets with port orientation and printed materials.
  - Hapag-Lloyd is a separate company coming in 7/20 and 8/9. Our outreach was not reciprocated with this company and the timing of their first visit is not ideal, but we are providing Shopping & Dining Guide maps to encourage them to support local businesses.
  - USFS permits were recently denied for both expedition-sized cruise companies planning to come next year: Uncruise and Lindblad National Geographic. This may prevent them from visiting in 2024.
- Participating in Oregon State [Resident Sentiment research project](#) to gauge and monitor impacts from visitors on local quality of life over next 5 years. Hosted a booth at Salmon Jam to promote and encourage survey. Sharing survey via Chamber email on July 25th. Hoping to include in City eNews as well as other local lists.
- Cordova Center promotion – Have not received signed MOU from City yet that clarifies expectations for this work. However, still expanded and updated information about Cordova Center on [Alaska.org](#), [TravelAlaska.com](#), and [cordovachamber.com](#). Provided free space for Cordova Center in [Edible Alaska](#) Summer cooperative ad and featured the Cordova Center in a recent [Visit Cordova](#) social media campaign. Provided logistical planning support for ATA Conference on 5/22-5/24. Also, starting outreach to local businesses / organizations about conferences they attend that could be recruited to Cordova Center. Currently working to recruit the Alaska Mariculture Conference and Board of Fish.
- [Sustainable Tourism Destination Management](#)– Chamber ED (Cathy) is enrolled in this professional certificate program with George Washington University (online April 3-23 and Sept 26- Oct 22). Funded by \$1,000 scholarship from Alaska Tourism Industry Association.







## COMMUNICATIONS, LEADERSHIP & ADVOCACY

- Met with reps from Rasmussen, Agnew::Beck, and Kallander & Assoc to give feedback on Broadband Digital Equity
- Wrote letters of support for City of Cordova's North Harbor Efficiency & Resiliency Project; to US Postal Service and met with them while in town regarding safe access for businesses to retrieve large packages from Cordova post office.
- Leveraging Partnerships - Recreation Strategy Meeting with USFS, sitting in on Whittier Tourism Best Management Practices development, shared feedback with AK Sea Grant on Outdoor Tourism support
- Twice-monthly emails to members and monthly emails to All Businesses (including non-members) sharing City info and announcing opportunities for support and growth.
- [Shop Cordova First](#) – Promoting quarterly through campaigns on our social channels, and festival Passports.
- Transportation Advocacy – Provided Essential Air Service outreach. Reached out to several contacts at AMHS and DOT about lack of summer schedule and continuing to advocate for adequate AMHS service.
- [40 Under 40](#) - Chamber ED (Cathy) was selected by ACCE (nationwide associate of chambers of commerce) as one of the top “emerging leaders shaping the chamber industry” in the country!
- Innovation outreach – Working with Sandia National Labs to connect local entrepreneurs with their new Boost program and with ARCTIC (DOE/UAF) program to promote innovation & growth.
- Resilience & Fisheries Adaptation – convening with PWSSC, PWSEDD, CEC and others to work on planning and programs that will enhance Cordova's community resilience.
- Shepard Point groundbreaking ceremony on July 14 by NVE, Eyak Corp & Chugach Corp.
- In addition to increasing our membership and sponsorship revenues, Chamber is also working to diversify our revenue streams to complement continued financial support from the City through development of a 501(c)3 non-profit foundation to be eligible for additional grant funding. Planning Gala to gather support.

In 2023, we have endeavored to provide greater and more modern support and programming. We aim to push our community ahead with a forward-thinking vision that sustainably strengthens and diversifies our economy. The City's financial support to the Chamber is integral in bringing these aspirations to life. Thank you.

Sincerely,

Cathy Renfeldt, Executive Director

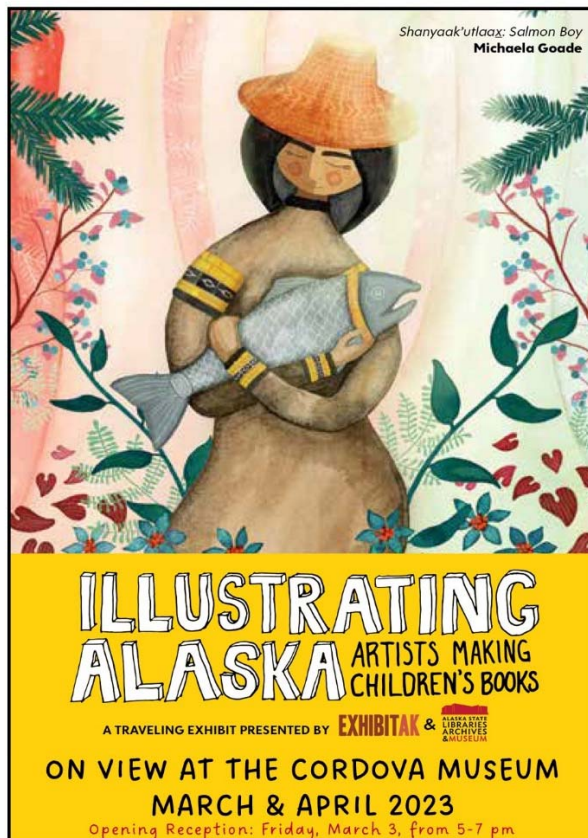
Visitation: 2310

Last Year: 2552

- Visitors were from:
  - **Alaska:** Cordova, Tatitlek, Valdez, Moose Pass, Seward, Juneau, Craig, Wasilla, Fairbanks, Anchorage, Talkeetna, Homer, Clarks Point, Palmer, Dillingham, Eagle River, Soldotna, Port Alexander, Fort Greely, Girdwood, Chugach
  - **United States:** CO, NV, WA, UT, MA, NH, MI, CA, ME, OR, AZ, AL, WI, NM, VA, SC, OK, IL, FL, MN, HI, OH, W, RI, IA, NY, TX, WY, PA, NC, ID, KY, MD, GA
  - **International:** Brazil, Canada, Germany, England, Scotland, Switzerland, Philippine, Australia, Netherland, Czech Republic

### Copper River Gallery Events:

April: Continuation Illustration Alaska a traveling exhibit through Exhibit AK through the State of AK



Illustrating Alaska: Artists Making Children's Books explores the colorful and intriguing process of illustrating children's books. The exhibit highlights four Alaskan illustrators: Jim Fowler, Evon Zerbetz, Michaela Goade, and Mitchell Watley. Each has a unique perspective on creating illustrations for a children's book. Come try for yourself!



June: Birds of a Feather



*Birds of a Feather*

**CALL FOR ARTISTS!**

Open to all artists over 18, all media, all birds! Drop off Art to the Cordova Museum by April 29th

A group bird art show featuring artwork by local Cordova artists, "Birds by Hand" and more.

Exhibit dates: May 4- May 27  
Opening Reception: Thursday, May 4, 2023  
5:00- 7:00 pm  
*Refreshments will be served*  
Questions: Please call the Museum at 424-6665  
Museum hours: Tuesday -Friday, 10-5, Saturday 12-5





March: Illustration Alaska a traveling exhibit through Exhibit AK through the State of AK



**CORDOVA MUSEUM COPPER RIVER GALLERY**

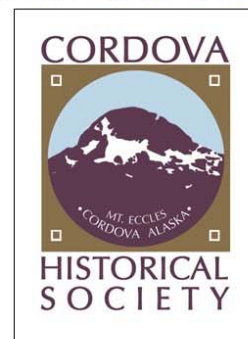
Exhibit dates: JUNE 2- JUNE 27

Opening Reception: FRIDAY, JUNE 2, 2023

5:00–7:00 pm

Refreshments will be served

Questions: Please call the Museum at 424-6665  
Museum hours: Tuesday -Friday, 10-5, Saturday 12-5



### **Museum Accomplishments:**

- 218 Cordova Historical Society members, 92 of whom are life members.
- Cruise ship:
  - Thursday, May 25<sup>th</sup>, 155 visitors
  - Sunday, June 18<sup>th</sup>, 103 visitors
  - Thursday, June 22<sup>nd</sup>, 222 visitors
- Hosted Guided tours for 28 salmon jam runners.
- Completed research projects for individuals and government agencies.
- Continuing to finalize work on the Archives and Collections Management Room.
- The Historical Society Board has been updating policies and procedures and a creating a new 5-year strategic plan.
- Launched new website and added access to collections database online
- Ashley Bivin, started as Museum Director May 22, 2023.

### **Curator's Notes:**

#### **EXHIBITS**

- Installation of cabinet and contents in Kennecott exhibit
- Continued design of Katalla exhibit in consultation with CHS board committee.
- Continued design of First People's exhibit in consultation with CHS board committee.
- Added information panel about Eyak language Lena Saska Naktan in consultation with Dr Jen Smith, author of the information on the panel.
- Added weaving artifacts to First Peoples exhibit.

#### **COLLECTIONS AND ARCHIVES**

Received into collections the following:

1. Deed of sale of property dated 1919 from CR&NW Ry to J.B. Ferrel Jr..  
Mike Arvidson, donor. Deed is for property where he lives on Observation Ave.
2. Collection of photos, letters and newspaper clipping about Delbert Ball, a young man who visited Cordova in the 1933 and died here 9 months after his arrival.  
Donors were family members from Oregon. They traveled to Cordova in May for their first visit here and delivered materials related to D. Ball.
3. A unique collection of letters, photos and cartoon sketches by well known artist Jules Dahlager from his time in Cordova in the 1920's.



The Museum is open Tuesday thru Friday 10am-5pm and Saturday 12noon-5pm. Each new traveling/temporary exhibit opening on the First Friday of the month from 5-7pm with refreshments. The Museum encourages City Council and Staff to walk through Cordova History.

Third Quarter 2023 Gallery Exhibits:

July: Rachel Hoover Blackwelder 100 + 100 + 200 Opens July 7th

August: The "Catch" Gallery Edition Opens Aug 4th

September: Mushroom Art Show Opens Sep 8th

Respectfully submitted by Ashley Bivin, Director



# **CITY OF CORDOVA**

## *Office of Chief of Police*

From: Andrew Goss, Police Chief

To: Mayor and Council

Via: Helen Howarth, City Manager

Subject: 2nd Quarter 2023 Police Report

Date:

### PERSONNEL:

Officer Reece recently graduated from the police academy in Fairbanks. He is currently training with Sgt. Hayden in the field. Officer Reece is a great asset to the police department and the community, he is learning quickly and doing a great job. Sgt. Hayden is doing an amazing job supervising patrol and assisting with implementing new ideas. Officer McMicken is working hard with our new program (E-Force) and is assisting department personnel with learning the new system.

Dispatch is doing an absolutely amazing job with being shorthanded. Devena, Ethan, and Sandy have taken on extra work without complaint. They are truly great, and we couldn't do our job without them.

### PATROL:

Officers have been working around the clock with very little rest. They have done great work with protecting the public, working drug cases, dealing with high stress situations, fingerprints, serving papers, arrest, taking care of incarcerated individuals, completing their reports, and anything else that comes their way without complaint. The City of Cordova is very lucky to have officers that they have. I'm very proud of them.

### DISPATCH:





# **CITY OF CORDOVA**

## *Office of Chief of Police*

Our 3 dispatchers are working 12 hour shifts with working 4 days on and 2 days off. We have hired Brian Wildrick as a new dispatcher and he will start his training on Monday, July 31<sup>st</sup>. We are still in negotiations with St. Paul to dispatch for them full time and are in the final stages of completing the contract. This would help us with getting new equipment to replace our outdated equipment to perform to a higher standard. The City of Cordova is very lucky to have dispatchers like we do. I'm very proud of them and truly grateful for all they do.

### JAIL:

The department arrested 22 people in addition to 3 remands which accounted for 50-man days in the jail facility this quarter, compared to 20 arrests, 1 remand, and 54-man days for 2nd quarter FY22. Currently we have 7 people on remote alcohol or GPS monitoring. This program is an effective way to ensure compliance with conditions of release, with location monitoring via GPS monitors and alcohol monitoring via portable breath test monitoring.

Overall, for the first 6 months of 2023, the jail has housed 42 inmates totaling 138.5-man days.

### TRAINING:

Sergeant Hayden will be completing his yearly K-9 qualification the first week of August. Officer Fiser is currently in training for a basic narcotics course. This will assist Officer Fiser and the department with assisting with getting drugs off the street. Officer McMicken recently completed firearms instructor school, Glock armor, and rifle instructor course. Blake Reece did an amazing job at the academy and won several awards. Officer Reece represented the City of Cordova and the police department well.

### DMV:

The DMV office had 298 paid transactions by 382 customers totaling \$12,299.20. \$4,809.80. of that was the city's share. In addition, 7 road tests were conducted.

Online booking of DMV appointments is very useful and allows people to be notified if there are any changes to their appointments.



# **CITY OF CORDOVA**

*Office of Chief of Police*

Respectfully,

A handwritten signature in black ink, appearing to read "A. Goss".

Chief Andrew Goss

Cordova Police Department



## **Parks and Recreation**

### **Performance Summary: Quarter 2, 2023**

#### **Statement of service performance.**

The Department of Parks and Recreation has a key role in providing spaces and services for our community to come together, connect, learn, recreate, and have fun.

The Bidarki Recreation Center and Bob Korn Memorial Swimming Pool are important public assets and are often at the heart of the community. These facilities also run recreation programs and events year-round.

Parks and open spaces help make our city an attractive place to live and provide places for recreation and gatherings. Participation in sport and recreation plays a key role in improving the physical and mental wellbeing of individuals and builds social capital by bringing the community together and creating a sense of pride and belonging.

We provide, develop, maintain, and protect a park and open space network that contributes to a healthy natural environment. We manage parks, open spaces, memorials, and trails.

#### **Our plan**

##### Renewing our assets

Maintenance of, and targeted investment in, our existing parks and community facilities to keep them fit for service.

##### Looking at new ways to deliver community services.

Investigating new ways to meet the needs of our community through greater use of partnerships, and multi-purpose facilities.

## Key performance indicators.

Activity Area	Performance measure	First Quarter	Second Quarter	Third Quarter	Year End 23	Target 2023	Indicator	Comment
Bidarki Recreation Center and Bob Korn Memorial Swimming Pool	<b>We provide our community with access to leisure and recreational opportunities</b>							
	Number of visits to Bidarki Recreation Center	4,236	5,074 <sup>1</sup>			15,000	😊	Visits are ahead of target.
	Number of visits to Bob Korn Memorial Swimming Pool	3,238	1,540 <sup>2</sup>			5,000	😊	Visits are ahead of target.
	Water testing results are always within the safe parameters according to the ANSI/APSP/ICC-11 2019 American National Standard for Water Quality in Public Pools and Spas	100%	100%			100%	😊	Pool water testing is on target
	Percentage of users who are satisfied with recreation facilities.	N/A				>80% <sup>3</sup>	😐	To be measured via annual survey

Parks and Open Spaces	New Recreation Programming. Increase the number of recreation opportunities offered.	1 new program	NEW	🟡	A 3 week afterschool program.
	<b>We provide leisure and recreational opportunities in our community</b>				
	Percentage of residents who are satisfied with parks and open spaces	N/A	>80% <sup>1</sup>	🟡	To be measured via annual survey
	Provision of an adequate network of playgrounds which provide safe and stimulating play. Resident satisfaction with playgrounds.	NEW	>80%	🟡	Maintenance Foreman attended Certified Playground Safety Inspector Training in June 2023. Satisfaction to be measured via annual; survey.

**Notes**

<sup>1</sup>: 4707 member visits & 367 Daily admissions.

<sup>2</sup>: 956 member visits & 584-day visits.

<sup>3</sup>: Respondents are satisfied or very satisfied.

😊 = on target   🟡 = in progress   😞 = not on target

## Financial Summary - Department

	YTD 6/30	Year End	
<b>Net Operating Expenditure</b>	<b>Actual</b>	<b>Budget 2023</b>	<b>Comment</b>
Revenue	(100,034)	(132,400)	Revenue is currently 76% of target
Expenditure	560,714	1,398,845	
<b>Net Operating Expenditure</b>	<b>460,680</b>	<b>1,266,445</b>	

The cost recovery rate YTD for the Department is 18%

### Bidarki Recreation Center

	YTD 6/30	Year End	
<b>Net Operating Expenditure</b>	<b>Actual</b>	<b>Budget 2023</b>	<b>Comment</b>
Revenue	(76,967)	(80,150)	Revenue is currently 96% of target
Expenditure	74,148	237,326	
<b>Net Operating Expenditure</b>	<b>(-2,819)</b>	<b>157,176</b>	

The cost recovery rate YTD for Bidarki Recreation Center is 104%.

### Bob Korn Memorial Swimming Pool

	YTD 6/30	Year End	
<b>Net Operating Expenditure</b>	<b>Actual</b>	<b>Budget 2023</b>	<b>Comment</b>
Revenue	(20,067)	(52,250)	Revenue does not include transfer of combo passes from Bidarki to Pool.
Expenditure	225,016	477,982	
<b>Net Operating Expenditure</b>	<b>204,949</b>	<b>425,732</b>	

The cost recovery rate YTD for Bob Korn Memorial Swimming Pool is 9%. However, it should be noted that the pool's share of swim+gym memberships from January to May has not be transferred from Bidarki.

### Parks Maintenance

	YTD 6/30	Year End	
<b>Net Operating Expenditure</b>	<b>Actual</b>	<b>Budget 2023</b>	<b>Comment</b>
Expenditure	104,142	420,982	25% of budget spent.
<b>Net Operating Expenditure</b>	<b>104,142</b>	<b>420,982</b>	

### Parks & Recreation Administration

	YTD 6/30	Year End	
<b>Net Operating Expenditure</b>	<b>Actual</b>	<b>Budget 2023</b>	<b>Comment</b>
Expenditure	157,436	262,555	60% of budget.
<b>Net Operating Expenditure</b>	<b>157,436</b>	<b>262,555</b>	

## Odiak Camper Park

	YTD 6/30	Year End	
<b>Net Operating Expenditure</b>	<b>Actual</b>	<b>Budget 2023</b>	<b>Comment</b>
Revenue	(27,923)	(51,000)	Revenue is 55% of target
Expenditure	12,934	65,060	
<b>Net Operating Expenditure</b>	<b>-14,989</b>	<b>14,060</b>	

The cost recovery rate YTD for Odiak Camper Park is 215%.

# Quarter 2 Highlights

## Recreation Programming Update

- The Department ran a trial after school program in May 2023. For children in grades 3 to 5. The program was supported by volunteers to assist with delivery. The program attracted 112 participants over the 6 sessions with an average of 19 kids attending each day. Feedback on the sessions was positive from both parents and the participants. The department is looking to partner with the Cordova Family Resource Center to expand the delivery of a new program in the 2023/24 school year.
- Preparation for a youth soccer league and over the summer period are on-going. The program will be delivered from July 5 to August 12 on Wednesdays and Saturdays at the Orca Inlet Recreation Area multipurpose field.
- The Bay to Bay in May was held on May 6, 2023, from Harney Bay to Orca Bay. The event attracted approximately 100 entrants. The department assisted with logistics and registration.
- Two pickleball courts have been purchased and we are offering drop in pickleball on Wednesday, Friday and Saturday. Initial attendance was good.

## Bidarki Recreation Center

- Usage of Bidarki Recreation Center continues to increase. An additional 838 visits were recorded compared to Quarter 1. At the end of Quarter 2, Bidarki has seen 9,310 visits.
- Staff have ordered two additional flat benches for the weight floor. The expected arrival date is early July 2023.

## Bob Korn Memorial Swimming Pool

- Visit numbers decreased from Quarter 1 due to the school summer break. School visits ended in May. The pool remains on course to achieve its visit target.
- AKOSH conducted a site visit consultation at the pool on April 27, 2023. A subsequent report highlighted several serious hazards that need to be addressed including monitoring exposure to crystalline silica, which is used as pool filter media. The department has since contracted Nortech Inc to undertake an assessment and to develop a respiratory protection program and associated training program. The testing is due to take place in early-mid July.
- An American Red Cross Lifeguard Course was conducted at the pool between June 2 – 4, 2023 which resulted in 3 new certified lifeguards.
- First Aid, CPR & AED courses have continued to be delivered to all parks and recreation staff.
- A new neuro-diverse support group is utilizing the pool once a month. There are approximately 20 people in the group.



## Parks/Maintenance Operations

- The department is still actively recruiting for a Laborer/Maintenance Worker II. We currently have a seasonal Laborer/Maintenance Worker I with us until the end of July 2023.
- A two-week maintenance shutdown was completed at the Bob Korn Memorial Swimming Pool in May. Work included:
  - Installing an improved extraction system for adding the pool filter media
  - Repairs to the flange on the pool pump
  - Painting the pool office
  - Repairing broken jets in the pool and applied new depth markers.
  - General paint, repairs and deep cleaning of the pool deck and changing rooms.
- The Maintenance Foreman (Parks) recently attend Certified Playground Safety Inspector course. The certification will provide us with tools and resources for regular inspection of playgrounds.

## Odiak Camper Park

- The Camper Park opened for the season on May 1<sup>st</sup>. The department is expecting 10 seasonal campers.
- In addition, we have hosted 12 short-term camping parties through the end of June.
- Three new tent platforms were built by the parks maintenance team in May/June taking the total tent camping spaces to four.



### **Capital Projects Update.**

- Counsilman-Hunsaker has completed a draft of the specifications for a replacement pool liner. Further additions are being drafted to build in some contingencies for repair of potential damage to the pool's aluminum shell. At our recent maintenance closure, it was discovered that the pool jets are corroded. The extent of corrosion, if any, will not be known until the existing pool liner has been removed.
- An RFP is being developed for electrical pedestal replacement at Odiak Camper Park with responses due July 6.
- A Ford 250 Transit Van has been ordered from Kendall Ford Marysville, WA with an anticipated delivery date in August 2023.
- An RFP is being developed for the development of the Parks and Recreation Master Plan. This will be issued in August.

## **Council Packet Correspondence Primer:** **Communicating with Your Elected Cordova Officials**

This primer provides an overview of City of Cordova policies regarding the submission of correspondence to the City Clerk's office for distribution to City Council. These policies are general in nature and do not preempt the application of relevant laws to correspondence distribution. To the extent you have questions regarding the distribution of specific correspondence, please contact the City Clerk's office.

### **What gets published in Council packets as Correspondence?**

- Letters, emails, cards, or other written or electronic mail addressed to City Council, any individual member of City Council or the Mayor, regardless of whether or not the sender has requested inclusion of the correspondence in a City Council packet.
- Letters, emails, cards, or other written or electronic mail written by the Mayor, individual City Council members in their capacity as elected officials, or the Council as a body
- Letters, emails, cards, or other written or electronic mail by agencies/entities that are pertinent to Council and the citizens of Cordova (e.g. population determination, full value determination, open comment periods for projects/leases in and around Cordova, etc.)
- Only correspondence received by the Clerk's Office on or before noon on the Wednesday before a regular Council meeting is eligible for inclusion in the packet for that meeting. Correspondence eligible for inclusion received after that date and time will be included in the next regularly scheduled Council meeting packet. (See CMC 3.12.035).

### **What does not get published in Council packets as Correspondence?**

- Letters, emails, cards, or other written or electronic mail that are disparaging to individuals or entities
- Letters, emails, cards, or other written or electronic mail that have been sent anonymously
- Letters, emails, cards, or other written or electronic mail that contain confidential information or information that would warrant a constitutional violation of privacy or could potentially violate an individual's or an entity's constitutional rights.

### **More information about items not subject to publication:**

- Correspondence that is not subject to publication in a Council packet will, however, be forwarded to the Mayor and City Council members with notification that the communication will not be included in the Council packet and the reasons for the exclusion.
- The City will attempt to contact the writer of the correspondence to inform them that the City has determined not to publish what they have sent. Notifications will be sent to the return address on the communication if one has been provided. (the best way to ensure the City is able to reach the writer is if the correspondence has been emailed through the City Clerk [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net))
- A person who submits a communication that is not subject to publication in a Council packet, may still attend a meeting and read the communication during audience comments (if it is about an agenda item) or during audience participation, if it is not about an agenda item. Oral comments during a Council meeting will not be monitored or limited for content unless the comments made incite or promote violence against a person or entity. The City is not responsible or liable for the comments, thoughts, and/or opinions expressed by individuals during the public comment period at a Council meeting.

### **Suggestions concerning correspondence:**

- Correspondence intended for all Council members should be emailed to the City Clerk at [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net), hand-delivered or sent via U.S. mail to the Clerk's office. Correspondence should be clearly addressed to "Cordova City Council." Unless clearly stated otherwise, the City Clerk will presume that all correspondence addressed to City Council is intended for inclusion in the packet.

## **With past Alaska leaders' foresight, sustainable salmon runs continue**

### **COMMENTARY**

**Pat Branson, David Allison, Beth Weldon, David Kiffer, and Sharon Scheidt**

With the summer fishing season moving into full swing, the excitement throughout our communities is palpable. As the mayors of Kodiak, Cordova, Juneau, Ketchikan and Valdez, we appreciate the long hours of daylight that summer brings, as well as the harvest of salmon that provides for our families, our communities, and makes up a bedrock of our shared cultures. For generations, salmon have been a cornerstone of our way of life. It's a precious resource that sustains not only food security but also our local economies. For that, we are so thankful and take stewardship of the waters surrounding us.

This year, as we gear up for the season, we'd like to take a moment to recognize that the success of our salmon fishing season today is more than good luck — it's in large part thanks to Alaska's private nonprofit hatchery program, which was established more than a generation ago.

There's real beauty in the history and planning that took place in the 1970s and '80s, when salmon runs were struggling far more statewide than they are now. A dire situation required a dramatic solution, but also a sustainable one.

That's when Alaska's hatcheries were founded.

The founders of this program were able to take an already robust natural resource, even one that was at a low ebb at the time, and fit the solution into the existing system of fisheries management and enhancement. It's been nearly 50 years since the hatchery program was established in 1974, and we see not only what the hatcheries have done for our own communities, but other states and countries are looking to Alaska's hatcheries as a model as well.

We are proud of all the fishermen who call our communities home, especially as they work hard to carry on the legacy of responsible fishing throughout our waters. Alaska has some of the most sustainably managed fisheries in the world — and our hatcheries play a large role in ensuring that continues.

That's why people come from all over the world to our state — to fish, yes, but also to learn about how to implement and use Alaska's model to serve their own waters, rivers, and communities back home.

Year after year, hatchery salmon production ensures that there are enough salmon to meet the commercial, sport, personal use and subsistence needs across our communities, and also to mitigate the impacts of climate change and ocean acidification on natural salmon, which are increasingly threatening wild salmon populations.

As leaders in our communities, we know how deeply Alaskans rely on wild salmon runs throughout our state, and it's impossible not to recognize the important role hatcheries play in supplementing — not replacing — wild stocks. Throughout coastal Alaska, our hatcheries generate important tax revenue for our local governments, including raw fish and business taxes that are used to fund education and civic needs. Hatcheries also support employment opportunities throughout our communities, both in the hatcheries operations themselves as well as in commercial fishing, seafood processing, and other facets of the seafood industry.

The story of Alaska's hatcheries is one of economic empowerment, community innovation, and public-private partnership, resilience, and respect for the natural process all around us. Our communities would not be where we are today — culturally or economically — had the state failed to establish this sustainable, well-managed program to enhance Alaska's fisheries nearly 50 years ago. This summer, as we push off for another fishing season, we are thankful for the foresight and leadership of great Alaskans and are optimistic for the success of the program for generations to come.

Pat Branson is mayor of the city of Kodiak; David Allison is mayor of Cordova; Beth Weldon is mayor of the city and borough of Juneau; David Kiffer is mayor of the city of Ketchikan; and Sharon Scheidt is mayor of the city of Valdez.

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Thursday, 07/06/2023 Page .A05

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Cordova, Alaska 99574-1388  
P (907) 424-7738 \* F (907) 424-7739  
www.eyak-nsn.gov



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10,000 years in our Traditional Homeland, Prince William Sound, the Copper River Delta, and the Gulf of Alaska

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July 26, 2023

RE: Interim Executive Director

The Native Village of Eyak (NVE) Tribal Council and Executive Director Ted Wright have parted ways, effective July 25, 2023. NVE wishes Ted the best of luck in his future endeavors and appreciates his hard work on behalf of our community.

Questions may be directed to Interim Executive Director, Angela Butler by phone at (907) 424-7738 or by email to [angela.butler@eyak-nsn.gov](mailto:angela.butler@eyak-nsn.gov).

Respectfully,

Darrel Olsen  
Tribal Council Chair  
Native Village of Eyak





**AGENDA ITEM # 12**  
**City Council Meeting Date: 8/2/23**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Kevin Johnson, City Planner

**DATE:** 7/12/23

**ITEM:** USFS Lease Agreement for a Portion of Lot 3, Block 7A, Tidewater Development Park Ordinance 1208, Second Reading

**NEXT STEP:** Adoption of Ordinance 1208

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☒ ORDINANCE  
☐ RESOLUTION

☐ INFORMATION  
☐ MOTION

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**I. REQUEST OR ISSUE:**

Requested Actions: Adoption of Ordinance 1208  
Legal Description: Portion of Lot 3, Block 7A, Tidewater Development Park  
Lot Area: Approximate Area = 4,500 SF  
Zoning: Harbor (Not Zoned)  
Attachments: Ordinance 1208, Lease Agreement and Exhibits

**II. RECOMMENDED ACTION / NEXT STEP:** Staff suggest the following motion: "I move to adopt Ordinance 1208."

**III. FISCAL IMPACTS:** The city would increase revenue from lease payments. The United States Forest Service (USFS) would pay \$10,000.00 Annually in rent. Rent would be adjusted annually based on the change of the Consumer Price Index (CPI), however no decrease in rent will occur if there is a negative CPI.

**IV. BACKGROUND INFORMATION:** The USFS has had a lease with the City of Cordova since 1965. This lease allowed for the USFS to place piles into the city owned tidelands to support the USFS owned dock as well as for them to construct a storage building on the City North Harbor pier. These facilities have been used by USFS to assist in their marine based activities.

Following the expiration of the lease the USFS submitted a request to renew their lease. Staff determined that due to the way that city code now handles land disposals and leases that the 1963 could not be renewed as is and that the USFS must go through the land disposal process.

Staff brought USFS Letter of interest forward to Harbor Commission and Planning Commission multiple times or discussion and recommendations prior to it being brought to the City council for a final decision. Ultimately, the City Council approved the negotiations of a new lease. The following is a breakdown of the timeline and outcome of each step in the process for the USFS Letter of Interest and lease negotiation:

**1/31/19** – USFS submitted a letter (**Attachment C**) requesting a renewal of the lease. The 1965 lease (**Attachment D**) had a lease renewal clause that could be exercised at the option of the Forest Service and the city.

**8/21/19** – City staff met with USFS staff and reviewed the renewal request and the lease with the city attorney. City staff and attorney determined that it would not be possible to renew under the terms of the old lease as it was in conflict with city codes. It was determined that in order to negotiate a new lease the USFS would need to go through the city’s land disposal process.

**3/5/20** – At a Harbor Commission meeting, the commission passed Resolution 03-20-01 (**Attachment E**), which recommends a renegotiation of the lease for a five-year term.

**5/1/20** – Due to the lease expiring and COVID-19 delays the city entered into a standstill agreement with USFS to allow for more time to complete the Land Disposal process.

**1/14/21** – USFS submitted a formal Letter of Interest (**Attachment F**) to begin the Land Disposal Process

**1/19/21** – At the Planning Commission Regular Meeting, the commission referred the item to the Harbor Commission for a recommendation prior to the Planning Commission making their recommendation.

**2/10/21** – At the Harbor Commission Regular Meeting, the commission discussed the lease, but took no action. General comments were that the lease term should be limited to accommodate harbor expansion and explore the USFS parking their vessels in other areas.

**3/3/21** – At the Harbor Commission Special Meeting, the commission passed Resolution 03-21-01 (**Attachment G**) recommending that the Council negotiate a lease with the USFS but limit the term to a maximum of 5 years.

**3/9/21** – At the Planning Commission Regular Meeting, the commission passed a motion to recommended City Council negotiate directly with the Forest Service. The general comments of the Planning Commission were that the USFS is a vital community partner, they own the physical infrastructure (dock and building) so continuing a lease directly with them makes the most sense, the term should be limited in some way and rent should be fair market value.

**3/17/21** – The Council discussed the item in an executive session. Following the executive session, the Council passed the following motion to direct staff to negotiate a lease directly with the USFS.

“**M/Schaefer S/Sherman** to dispose of an 1,120 square foot portion of tidelands on Lot 3, Block 7A, Tidewater Development Park, more commonly referred to as “Forest Service Dock and Marine Warehouse”, as outlined in Cordova Municipal Code 5.22.060B by 1. directing the City Manager to negotiate an agreement with the Forest Service to lease the property”

Staff began negotiations with he USFS with an emphasis on ensuring two main outcomes:

1. Implementing a rental rate at fair market value
2. Requiring a termination clause that allowed for the city to terminate the lease at anytime to ensure that improvements to the north harbor area were in delayed and infeasible due to the location the USFS occupies.

The lease before you will accomplish both goals, first by implementing a rental rate of \$10,000.00 dollars annually. This rate was determined by combining a portion of the appraised value of the tidelands (appraisal completed July 2022) and the harbor moorage rates. Secondly by establishing a termination

clause that allows for the termination of the lease at any time by giving at least 16 months' notice. Staff believes that the 16 months would not delay any grants for updating the north harbor. Based on our current experience with the south harbor project and our discussions with MARAD, it typically takes no less than 18 months from project award date to grant agreement date. Construction then typically follows 6 months to a year after that. USFS had initially wanted a minimum of 24 months' notice as they work on a two-year budget cycle and will need time to make adjustments.

**3/17/23** – At the Harbor Commission regular meeting, the commission passed resolution 03-23-01 (**Attachments H**) supporting a USFS lease with the inclusion of a 16-month termination clause. Involving the Harbor Commission at this level of lease negotiations is not required, staff knew that the commission felt it was important to have a limited term lease, so having buy in from the commission on the termination clause was important.

**5/17/23** – City Council held the first reading of Ordinance 1207 at which they passed a motion 4-2 to approve the ordinance for a public hearing and second reading with the assumption that the lease would be modified to include an annual rent increase. This approval followed a failed 3-3 motion to refer the item back to staff requesting additional background information be provided.

**6/7/23** – Staff brought Ordinance 1207 to City Council for its seconding reading with an updated lease that included the standard CPI rent increase that City uses in other leases. Following the council discussion of the updated lease and ordinance, **the ordinance failed with a vote of three in favor and two opposed** (ordinance must pass with a minimum of four votes in favor). At pending agenda, two council members requested that the lease be brought back before council as a new ordinance for a first reading at the July 5<sup>th</sup> council meeting.

**7/5/23** – Council had a joint work session with Harbor Commission before the regular meeting where Ordinance 1208 was before them for first reading. The ordinance was approved 6-1 at first reading and those voting in favor said they learned a lot from the joint work session with Harbor Commission.

**V. LEGAL ISSUES:** The lease has been reviewed by the City's legal counsel and has been giving the okay.

**VI. SUMMARY AND ALTERNATIVES:** City Council could choose to not approve the lease agreement as presented, direct staff to amend the lease agreement, or choose not to lease the property at all.

**VII. ATTACHMENTS:**

- A. Ordinance 1208
- B. Lease agreement and Exhibits (lease updated from the attachment presented at the 5/17/23 meeting to include annual rent adjustment)
- C. 1/31/19 USFS Letter
- D. 1965 USFS Lease
- E. Harbor Commission Resolution 03-20-01
- F. 1/14/2021 USFS Letter of Interest
- G. Harbor Commission Resolution 03-21-01
- H. Harbor Commission Resolution 03-23-01

**CITY OF CORDOVA, ALASKA  
ORDINANCE 1208**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
AUTHORIZING THE CITY MANAGER TO ENTER INTO A TWENTY-YEAR LEASE WITH  
THE UNITED STATES FOREST SERVICE (USFS), FOR A PORTION OF PROPERTY  
DESCRIBED AS A ROUGHLY 4,500 SQUARE FOOT PORTION OF LOT 3, BLOCK 7A,  
TIDEWATER DEVELOPMENT PARK**

**WHEREAS**, it is in the City of Cordova's interest to lease a portion of Lot 3, Block 7A, Tidewater Development Park See Exhibit A ("Property") to United States Forest Service (USFS), for the uses specified in the lease agreement; between the City of Cordova, Alaska ("City") and USFS attached to this ordinance as Attachment A ("Lease"); and

**WHEREAS**, since the creation of the Chugach National Forest and Cordova Ranger District in 1907, the USFS has been a member and partner of this community; and

**WHEREAS**, the USFS manages 3.32 million acres of forest lands in Prince William Sound and the Cooper River Delta and plays an essential role in managing the region's natural resources; and

**WHEREAS**, the USFS Cordova Ranger District is headquartered in Cordova with personnel and all operations based in the City; and

**WHEREAS**, the USFS has leased the same portion of the harbor to perform core functions since 1965; and

**WHEREAS**, providing the USFS with safe, secure, and reliable moorage and storage space will assist and enable the USFS to continue to effectively manage and protect the resources in our region; and

**WHEREAS**, the USFS has agreed to pay City a fair market value established by independent review of \$10,000 annually; and

**WHEREAS**, a lease termination clause has been included allowing the City to terminate the lease with 16 months' notice, allowing for North Harbor improvements to take place when needed.

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

Section 1. The City Manager is authorized and directed to lease the Property to USFS in accordance with the terms in the Lease as attached as Exhibit A to this ordinance. The form and content of the Lease now before this meeting is in all respects authorized, approved and confirmed by this ordinance, and the City Manager hereby is authorized, empowered and directed to execute and deliver the Lease reflecting the terms in the Lease on behalf of the City, in substantially the form and content now before this meeting but with such changes, modifications, additions and deletions therein as he shall deem necessary, desirable or appropriate, the execution thereof to constitute conclusive evidence of approval of any and all changes, modifications, additions or deletions therein from the form and content of said documents now before this meeting, and from and after the execution and delivery of said documents, the City Manager hereby is

authorized, empowered and directed to do all acts and things and to execute all documents as may be necessary to carry out and comply with the provisions of the Lease as executed.

Section 2. The disposal of the property interest authorized by this ordinance is subject to the requirements of City Charter Section 5-17. Therefore, if one or more referendum petitions with signatures are properly filed within one month after the passage and publication of this ordinance, this ordinance shall not go into effect until the petition or petitions are finally found to be illegal and/or insufficient, or, if any such petition is found legal and sufficient, until the ordinance is approved at an election by a majority of the qualified voters voting on the question. If no referendum petition with signatures is filed, this ordinance shall go into effect one month after its passage and publication.

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

1st reading: July 5, 2023

2nd reading and public hearing: August 2, 2023

**PASSED AND APPROVED THIS 2<sup>nd</sup> DAY OF AUGUST 2023.**

\_\_\_\_\_  
David Allison, Mayor

ATTEST:

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



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## U.S. GOVERNMENT LEASE FOR REAL PROPERTY

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DATE OF LEASE

06/01/2023

LEASE NO.

12010923L0103

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THIS LEASE, made and entered into this date by and between the City of Cordova whose address is 601 1st Street, Cordova, AK 99574 and whose interest in the property hereinafter described is that of owner hereinafter called the City and the UNITED STATES OF AMERICA acting by and through the United States Forest Service (USFS), as Lessee, hereinafter called the Government. The City and Government are herein collectively referred to as the Parties.

WITNESSETH

WHEREAS, pursuant to 16 U.S.C. §571c, the Government wishes to lease certain land herein described, owned by the City and located as described in Article 1, Leased Premises, of this Lease, to be used for Government purposes;

NOW THEREFORE, in consideration herein mentioned, the Parties hereto covenant and mutually agree as follows:

1. The City hereby leases to the Government the following described premises, to be used for Government purposes:  
that part of the tidelands within the Cordova Small Boat Harbor, Alaska Tidelands Survey No. 220, a roughly 4,500 square foot portion of Lot 3, Block 7A, Tidewater Development Park, as shown on Plat 93-2 Cordova Recording District, and as depicted in Exhibit A.  
USDA CPAIS-RP Land Asset #1965.
2. TO HAVE AND TO HOLD the said premises with their appurtenances for the term beginning on 06/01/2023 through 05/31/2043, subject to termination and renewal rights as may be hereinafter set forth and conditional upon the passage of an applicable appropriation or authorization by Congress from which expenditures may be made and shall not obligate the United States of America upon failure of Congress to so act.
3. The GOVERNMENT shall pay to the CITY an annual rent of \$10,000 paid annually in arrears starting 06/01/2023. Rent for a lesser period shall be prorated. Adjustment of Base Rent: Beginning on the first anniversary of the Commencement Date, Base Rent shall be adjusted annually by the Consumer Price Index (CPI-U) for Anchorage, Alaska metropolitan area, as computed and published by the United States Bureau of Labor Statistics. Annual Base Rent adjustment will be equal to the percentage change between the then current CPI and the CPI-U published for the same month during the previous year. No adjustments to Base Rent shall cause a reduction in the Base Rent. The City is not required to give advance written notice of the increases for the adjustment to be effective.
4. This lease may be terminated by either Party at any time by giving at least 16 months' notice in writing. No rental shall accrue after the effective date of termination. Said notice shall be computed commencing with the day after date of notification (via postal service, email, or fax).
5. This lease does not include renewal options.

- 
6. The City shall furnish to the Government the following at no cost to the Government: NA
  7. This lease does not include a holdover clause.
  8. The following are attached and made a part hereof:

Exhibit A - Plat 93-2

Exhibit B - Approximate Lease Location Map

Exhibit C - City of Cordova Clauses

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names as of the date first above written.

---

LESSOR

SIGNATURE

SIGNATURE

NAME OF SIGNER

NAME OF SIGNER

---

IN PRESENCE OF

SIGNATURE

SIGNATURE

NAME OF SIGNER

NAME OF SIGNER

---

UNITED STATES OF AMERICA

SIGNATURE

NAME OF SIGNER

OFFICIAL TITLE OF SIGNER

USDA, Real Estate Lease Contracting Officer





## Exhibit B: Approximate Lease Location Map



Source: Esri, Maxar, Earthstar Geographics, IGN, and the GIS User Community

**LOCATED AT:**  
4,500 SF Portion Lot 2 & 3, Block 7, Tidewater Dev.  
Park Cordova, AK 99574  
4,500 SF portion  
Page 4 of 13

City Initials: \_\_\_\_\_ Government Initials: \_\_\_\_\_

## EXHIBIT C:

### CITY OF CORDOVA CLAUSES

1. **Payment of Rent.** Rent is due upon execution of this Lease, electronically, via the City's SAM.gov Unique Entity ID VNJGT8WJCYL5.
2. **USES AND CONDITION OF PREMISES**
  - A. **Authorized Uses.** Use of the Premises shall be limited to operation and maintenance of a marine warehouse and float and ramp facility to support the U.S. Forest Service's operations. The Premises shall not, without prior written consent of City, be used for any other purposes. City expressly reserves the right to terminate this Lease in the event Government fails to use the Premises in accordance with this section of the Lease.
  - B. **Inspections.** City and its authorized representatives and agents shall have the right, but not the obligation, to enter the Premises immediately and without notice in the case of an emergency that threatens public health, welfare or safety. City and its authorized representatives and agents shall have the right, but not the obligation, to enter the Premises at all reasonable times upon 24 hour prior notice to Government with a Government escort to inspect the use and condition of the Premises; to serve, post or keep posted any notices required or allowed under the provisions of this Lease, including notices of non-responsibility for liens; and to do any act or thing necessary for the safety or preservation of the Premises or abutting waterways. If evidence lockers are in use by US Forest Service Law Enforcement, City will not be able to inspect them. The City shall not be liable in any manner for any inconvenience, disturbance, loss of business, nuisance or other damage arising out of City's entry onto the Premises, except for damage resulting directly from the acts of City or its authorized representatives or agents. City shall not be liable in any manner for any inconvenience, disturbance, loss of business, nuisance or other damage arising out of City's entry on the Premises in response to an emergency regardless of the cause of any damage resulting from City's emergency entry.
  - C. **Compliance with Laws.** Government shall maintain and repair the Premises in compliance with all applicable laws, regulations, ordinances, rules, orders, permits, licenses and other authorizations. Government shall not use or permit the use of the Premises for any purpose prohibited by law or which would cause a cancellation of any insurance policy covering the Premises. Government shall not leave the Premises unoccupied or vacant without City's prior written consent. Government shall not cause or permit any Hazardous Material (as defined in Section 10 of this Lease) to be brought upon, kept, or used in, on or about the Premises except for such Hazardous Material as is necessary to conduct Government's authorized uses of the Premises. Any such Hazardous Material brought upon, kept, or used in, on or about the Premises shall be used, kept, stored, and disposed



of in a manner that complies with all environmental laws and regulations applicable to Hazardous Material. Government shall not cause or allow the release or discharge of any other materials or substances that are known to pose a hazard to the environment or human health.

- D. Lessee's Acceptance of Premises.** Government has inspected the Premises to its complete satisfaction and is familiar with its condition, and City makes no representations or warranties with respect to the Premises, including but not limited to the condition of the Premises or its suitability or fitness for any use Government may make of the Premises. Government accepts the Premises AS IS, WHERE IS, WITH ALL FAULTS. No action or inaction by Council, the City Manager, or any other officer, agent or employee of City ("City Actors") relating to or in furtherance of the Lease shall be deemed to constitute an express or implied representation or warranty that the Premises, or any part thereof, is suitable or usable for any specific purpose whatsoever. Any action or inaction by City Actors shall be deemed to be and constitute performance of a discretionary policy and planning function only, and shall be immune and give no right of action as provided in Alaska Statute §9.65.070, or any amendment thereto.
- E. Representations and Warranties.** The Government represents and warrants to City that Government is not delinquent in the payment of any obligation to City and has not previously breached or defaulted in the performance of a material contractual or legal obligation to City, which breach or default has not been remedied or cured.
- F. Assignments and Subletting; Subordination.** The Government shall not assign or otherwise transfer this Lease or any interest in this Lease or sublet the Premises or any portion of the Premises, or permit the occupancy of any part of the Premises by any other person, entity or government department or agency, without the prior written consent of City, which consent the City may withhold in its absolute discretion. City shall not be required to subordinate this Lease or City's interest in the Premises to the interest of any other person, entity or government department or agency, including but not limited to another branch or department of the United States Government.
- G. Operations, Maintenance, Utilities, and Assessments.** Government shall, at its sole cost and expense, be solely responsible for: (1) the maintenance and repair of the Premises and shall not commit or allow any waste upon the Premises; (2) obtaining any and all permits and approvals necessary for Government's use of the Premises unless Government is exempt from such permit or approval requirements under federal, state or local law; (3) all utilities and services needed for Government's use of the Premises; (4) all applicable taxes and assessments levied against the Premises for which Government is not exempt under federal, state or local law, and Government agrees to pay all such taxes and assessments as and

when they become due, including but not limited to all utility bills and special assessments levied and unpaid as of the date of this Lease or hereafter levied for public improvements; (5) all licenses, excise fees, and occupation taxes with respect to the business and activities conducted on the Premises; (6) all real property taxes, personal property taxes, and sales taxes related to the Premises or Government's use or occupancy thereof to the extent Government is not exempt from such taxes; and (7) any taxes on the leasehold interest created under this Lease to the extent Government is not exempt from such taxes based upon its use of the Premises. This Section of the Lease preempts any conflicting provisions contained herein.

- H. **Liens.** The Government will suffer no lien or other encumbrance to attach to the Premises, including without limitation mechanic's or materialman's liens, sales tax liens under CMC §5.40.125, or property tax liens under CMC §5.36.260. If the City posts any notice of non-responsibility on the Premises, the Government will ensure that the notice is maintained in a conspicuous place.

### 3. Indemnification

A. **General Indemnification.** The Government hereby agrees to bear any and all costs and liabilities of any kind related to the exercise of its rights under this agreement to the extent it may legally do so under the Federal Tort Claims Act (the FTCA), 28 U.S.C. 2671 et seq., or any other act wherein Congress has specifically waived the sovereign immunity of the United States.

B. **Environmental Indemnification.** The City makes no representation or warranty regarding the presence or absence of any Hazardous Material (as hereafter defined) on the Premises. Government releases City and its authorized representatives, agents, officers, and employees from any and all actions, suits, claims, demands, penalties, fines, judgments, liabilities, settlements, damages, or other costs or expenses (including, without limitation, attorneys' fees, court costs, litigation expenses, and consultant and expert fees) arising during or after the Lease Term, that result from the use, keeping, storage, or disposal of Hazardous Material in, on, or about the Premises by Government or that arise out of or result from Government's occupancy or use of the Premises or the use or occupancy of the Premises by Government's employees, agents, servants, customers, contractors, subcontractors, sub-lessees, invitees (other than the City), or authorized representatives. This release includes, without limitation, any and all costs incurred due to any investigation of the Premises or any cleanup, removal, or restoration mandated by a federal, state, or local agency or political subdivision, or by law or regulation. Government agrees that it shall be fully liable for all costs and expenses related to the use, storage,

and disposal of Hazardous Material generated, kept, or brought on the Premises by Government, its employees, agents, servants, customers, contractors, subcontractors, sub-lessees, invitees, or authorized representatives.

To the extent permitted by law, Government shall defend, indemnify, and hold City and its authorized representatives, agents, officers, and employees harmless from and against any claims, demands, penalties, fines, judgments, liabilities, settlements, damages, costs, or expenses (including, without limitation, attorney's fees, court costs, litigation expenses, and consultant and expert fees) of whatever kind or nature, known or unknown, contingent or otherwise, arising in whole or in part from or in any way related to (i) the presence, disposal, release, or threatened release of any such Hazardous Material which is on or from the Premises, soil, water, ground water, vegetation, buildings, personal property, persons, animals, or otherwise; (ii) any personal injury or property damage arising out of or related to such Hazardous Material; (iii) any lawsuit brought or threatened, settlement reached, or government order relating to such Hazardous Material; and (iv) any violation of any laws applicable to such Hazardous Material; provided, however, that the acts giving rise to the claims, demands, penalties, fines, judgments, liabilities, settlements, damages, costs, or expenses arise in whole or in part from the use of, operations on, or activities on the Premises by Government or its employees, agents, servants, customers, contractors, subcontractors, sub-lessees, invitees, or authorized representatives.

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

4. **INSURANCE** The USFS is an office of the United States Government, which is a self-insured entity. Should an injury occur during the Lease for which a claim may be filed against the United States, the Federal Torts Claims Act would apply.

## 5. **REMOVAL OF PROPERTY**

- A. Except as otherwise provided in this Lease, upon expiration or earlier termination of this Lease, Government shall remove from the Premises, at Government's sole expense, all personal and real property Government, its agents, invitees, employees, assigns, consultants or representatives have placed or caused to be placed on the Premises, including all improvements, equipment, signs or materials. All property which is not promptly removed by Government pursuant to City's request and in any event within thirty (30) days of the date of expiration or termination of this Lease may be removed, sold, destroyed or otherwise disposed of in any manner deemed appropriate by the City. All property remaining on the Premises more than 30 (thirty) days after the expiration or termination of this Lease shall become property of the City and shall be within City's exclusive control and ownership unless otherwise agreed to by the parties in writing. Government shall repair any damage to the Premises caused by such removal and return the Premises as near as possible to its original condition as existed when Government took possession of the Premises under this Lease or any previous lease.
- B. Notwithstanding any provision to the contrary in this Lease, all petroleum, fuel, or chemical storage tanks installed in or on the Premises during the term of this Lease shall remain the property of Government and, upon expiration or earlier termination of the Lease and upon request of the City, Government shall remove any and all such tanks and any and all contaminated soil and other materials from the Premises, all at Government's sole expense.

**6. DEFAULT AND REMEDIES** The occurrence of any of the following shall constitute a default and a breach of this Lease by Government:

- A. The failure to make payment when due of any installment of rent, Additional Charges or of any other sum herein specified to be paid by Government;
- B. The failure to pay any non-exempt taxes or assessments due from Government to City and in any way related to this Lease, the Premises, any improvements, or Government's activities or activities conducted on the Premises;
- C. The abandonment or vacation of the Premises or any portion of the Premises;
- D. The breach or violation of any statutes, laws, regulations, rules or ordinances of any kind applicable to Government's use or occupancy of the Premises; or

- E. The failure to observe or perform any use, action, covenant, promise, agreement, obligation or condition set forth in this Lease, other than the payment of rent, if such failure shall not be cured within thirty (30) days after written notice has been given to Government. Notices given under this subsection shall specify the alleged breach and the applicable Lease provision and demand that Government perform according to the terms of the Lease. No such notice shall be deemed a forfeiture or termination of this Lease unless City expressly makes such election in the notice.
- F. If Government breaches any provision of this Lease, in addition to all other rights and remedies City has at law or in equity, City may declare this Lease terminated.
7. **SUBSIDENCE** Neither City nor Government shall be responsible for any washout, subsidence, avulsion, erosion, settling or reliction to the Premises, nor for any injury caused thereby to the property of Government or any sub-lessee, or that of any other person. Neither City nor Government is obligated to replace, refill, or improve any part of the Premises during Government's occupancy in the event of such washout, subsidence, avulsion, settling, or reliction.
8. **RESERVATION OF RIGHTS** City reserves the right to designate and grant rights-of-way and utility easements across the Premises without compensation to Government or any other party, including the right of ingress and egress to and from the Premises for the construction, operation and maintenance of utilities and access, provided that shall not designate or grant rights-of-way on the Premises that interfere with Government's use of the Premises under this Lease.
9. **SIGNS** No signs or other advertising symbols, canopies, or awnings shall be attached to or painted on or within the Premises without approval of the City Manager first being obtained; provided, however, that this prohibition shall not apply to standard, directional, informational and identification signs of two square feet or less in size. At the termination of this Lease, or sooner, all such signs, advertising matter, symbols, canopies or awnings, attached or painted by Government shall be removed from the Premises by Government at its own expense, and Government shall repair any damage or injury to the Premises, and correct any unsightly conditions caused by the maintenance or removal of said signs. All signs, symbols, canopies or awnings on the Premises on the Commencement Date shall be presumed to be approved by the City Manager under this section of the Lease.
10. **EMINENT DOMAIN** If the whole or any part of the Premises shall be taken for any public or quasi-public use by City or any federal or state government entity, including Government, under any code, statute or by right of eminent domain or private purchase in lieu thereof by a public body vested with the power of eminent domain, then the following provisions shall be operative.



- A. **Total or partial Taking.** If the Premises are totally or partially taken by condemnation, this Lease shall terminate.

## **11. MISCELLANEOUS**

- A. **Time Is of the Essence.** Time is of the essence of this Lease and of each provision hereof.
- B. **Entire Agreement.** This Lease represents the entire agreement between the parties with respect to the subject matter hereof, and may not be amended except in writing executed by City and Government.
- C. **Governing Law and Venue.** The parties shall construe the Lease to be in accordance with and governed by the laws of the State of Alaska, insofar as those laws are consistent with applicable federal laws and regulations.
- D. **Subject to Appropriations.** Nothing in the Lease shall be construed as obligating either government party to expend, or as involving the United States or any of its cooperators in any obligation for the future payment of money in excess of appropriations authorized by law and administratively made available. However, in the event the lack of appropriations results in Government's failure to use the Premises in compliance with the terms of this Lease, City shall have the right to terminate this lease with no further obligation on the part of either party.
- E. **Relationship of Parties.** Nothing in this Lease shall be deemed or construed to create the relationship of principal and agent, or of partnership, or of joint venture, or of any association between Government and the City. Neither the method of computation of rent, nor any other provisions contained in this Lease, nor any acts of the parties shall be deemed to create any relationship between City and Government other than the relationship of Government and City.
- F. **Notice.** All notices hereunder may be hand-delivered or mailed. If mailed, they shall be sent by certified or registered mail to the following respective addresses:

**TO CITY:**

**City of Cordova  
Attn: City Manager  
P.O. Box 1210  
Cordova, Alaska 99574**

**TO GOVERNMENT:**

**U.S. Forest Service  
Attn: Lease Contracting Officer  
1220 SW 3<sup>rd</sup> Ave  
Portland, OR 97204**

- G. Notices sent by mail shall be deemed to have been given when properly mailed, and the postmark affixed by the U.S. Post Office shall be

conclusive evidence of the date of mailing. If hand-delivered, notice shall be deemed to have been made at the time of delivery.

- H. **Captions.** Captions herein are for convenience and reference and shall not be used in construing the provisions of this Lease.
- I. **No Waiver of Breach.** No failure by either party to insist upon the strict performance of any provision of this lease or to exercise any right of remedy consequent upon a breach thereof, and no acceptance of full or partial rent or other performance by either party during the continuance of any such breach shall constitute a waiver of any such breach of such provision.
- J. **Survival.** No expiration or termination of this Lease shall expire or terminate any liability or obligation to perform which arose prior to the termination or expiration.
- K. **Partial Invalidity.** If any provision of this Lease is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.
- L. **Successors and Assigns.** The terms, covenants and conditions in this Lease shall inure to the benefit of and shall be binding upon the successors and permitted assigns of the City and Government.
- M. **Estoppel Certificates.** Either party shall at any time and from time to time, upon not less than 10 (ten) calendar days' prior written request by the other party, execute, acknowledge, and deliver to such party a statement certifying that this Lease is unamended and in full force and effect (or, if there has been any amendment, that the same is in full force and effect as amended and stating the amendments); that there are no defaults existing (or, if there is any claimed default, stating the nature and extent thereof); and stating the dates to which the rent and other charges have been paid in advance.
- N. **Recordation of Lease.** The parties agree that this Lease shall not be recorded, but upon the request of either party, the other party will join the requesting party in executing a memorandum of lease in a form suitable for recording, and each party agrees that such memorandum shall be prepared and recorded at the requesting party's expense.
- O. **Authority.** Government and City both represent that the signatories on this Lease have all necessary power and are duly authorized to enter into this Lease and carry out the obligations of the party for which they are signing under this Lease. Both parties further represent that the parties to this Lease have the necessary power to authorize and direct the officers whose names and signatures appear at the end of this Lease to execute the Lease on behalf of Government and City respectively.

- P. **Exhibits.** Exhibit A to this Lease is hereby specifically incorporated into this Lease.
- Q. **No Third Party Beneficiaries.** Nothing in this Lease shall be interpreted or construed to create any rights or benefits to any parties not signatories or successors or permitted assigns of signatories to this Lease. No Member of or Delegate to Congress shall be admitted to any share or part of this Lease, or to any benefit that may arise therefrom.
- R. **Interpretation.** The language in all parts of this Lease shall in all cases be simply construed according to its fair meaning and not for or against the City or Government as both City and Government have had the assistance of attorneys in drafting and reviewing this Lease.
- S. **Counterparts.** This Lease may be executed in counterparts, each of which when so executed and delivered shall be deemed to be an original and all of which taken together shall constitute one and the same instrument.

## ATTACHMENT C



United States  
Department of  
Agriculture

Forest  
Service

Cordova Ranger District

612 2nd Street  
P.O. Box 280  
Cordova, AK 99574

**File Code:** 7310  
**Date:** January 31, 2019

Alan Lanning  
Cordova City Manager  
PO Box 1210  
601 1st St  
Cordova, Alaska 99574

Dear Cordova City Manager Lanning,

I would like to request a renewal of lease between the City of Cordova and USDA Forest Service for loading dock space and adjoining intertidal space currently occupied by the Cordova Ranger District in the Cordova Small Boat Harbor as described in the attached lease agreement. The Forest Service would like to exercise the option to renew for a period of 55 years under the terms and conditions identified in section #5 of the lease. This would include the continued operation and maintenance of the Forest Service owned marine warehouse and adjoining float and ramp facility.

Additionally, I would like to express appreciation for the ongoing mutual support between the Forest Service and the City of Cordova. This support includes: an MOU allowing the City use of the Cordova Ranger District office located on 2nd Street as an alternate Emergency Operations Center (EOC) during natural disasters such as an earthquake-generated tsunami; providing the Cordova community use of the historic federal courtroom as a public space for special events and meetings; and providing public safety through cooperation between Forest Service Law Enforcement officers and the City. We have also been proud to provide equipment and personnel to assist with a variety of annual community activities including Cordova Clean-up Day, Cordova Shorebird Festival, Cordova Community 4<sup>th</sup> of July celebration, and other public events.

Since the creation of the Chugach National Forest and Cordova Ranger District in 1907, the Forest Service and City have enjoyed a close partnership and collaborative relationship. We look forward to continuing our relationship and supporting Cordova along with managing surrounding public lands.

Sincerely,

DAVID ZASTROW  
District Ranger (Acting)



Caring for the Land and Serving People

Printed on Recycled Paper



## ATTACHMENT D

U. S. Standard Form 7-103  
Approved by the Secretary  
May 6, 1934  
7-103

### LEASE

BETWEEN

CITY OF CORDOVA

AND

THE UNITED STATES OF AMERICA

1. THIS LEASE, made and entered into this thirty-first day of May  
in the year one thousand nine hundred and sixty-five by and between  
the City of Cordova  
whose address is Box 938, Cordova, Alaska

for heirs, executors, administrators, successors, and assigns, hereinafter called  
the Lessor, and THE UNITED STATES OF AMERICA, hereinafter called the Government;

WITNESSETH: The parties hereto for the considerations hereinafter mentioned covenant and  
agree as follows:

2. The Lessor hereby leases to the Government the following-described premises, viz:  
That part of the tidelands within the Cordova Small Boat Harbor, Alaska  
Tidelands Survey No. 220, to be occupied by the westerly 28 feet of the  
Loading Dock in the northwesterly part of said small boat harbor as shown  
on the approved plans Q-3-4-48, entitled, U. S. Army Engineers District,  
Alaska, City of Cordova, Inner Harbor Facilitation Reconstruction, General  
Layout, Sheet 1 of 5, a portion of which is hereto attached and hereby  
made a part of this lease, containing 1,120 square feet, more or less; and  
an adjoining space designated on said approved plan as PB-PWS (Forest Service-  
Fish and Wildlife Service) Float and Gangway with dimensions of approximately  
12 x 95 feet.

to be used exclusively for the following purposes (see instruction No. 3):

3. To HAVE AND TO HOLD the said premises with their appurtenances for the term beginning  
the first day of June 1963

and ending with  
the thirty-first day of May 2020



5. This lease may, at the option of the Government, ~~be renewed for a period of 55 years under the terms and conditions herein specified, provided notice be given in writing to the Lessor at least one (1) year~~ be renewed for a period of 55 years under the terms and conditions herein specified, provided notice be given in writing to the Lessor at least one (1) year ~~otherwise expire:~~ days before this lease or any extension thereof would otherwise expire:

6. The Lessor shall furnish to the Government, during the occupancy of said premises, under the terms of this lease, as part of the rental consideration, the following: Provide access to said premises and permit connection to the City of Cordova water and electric systems as long as such service is available through the City's facilities. It is understood that utilities and services which the City may provide at the request of the Government will be subject to charges in accordance with standard published rates.

7. The Government shall pay the Lessor for the premises rent at the following rate:

~~Notwithstanding to whom the same may be payable~~ Payment shall be made upon execution of this lease.

[illegible]

9. The undersigned hereby certifies that the above information is true and correct to the best of his knowledge and belief, and that he is not aware of any information that would cause him to believe that the above information is not true and correct.

10. If any said premises be destroyed by fire or other casualty this lease shall immediately terminate and the lessor shall refund to the lessee the unexpired portion of the term of this lease, and the lessor shall be liable for the cost of replacement of the premises destroyed or damaged, and the lessor shall be liable for the cost of replacement of the premises destroyed or damaged.

11. No Member of or Delegate to Congress or Resident Commissioner shall be admitted to any share or part of this lease or to any benefit to arise therefrom. Nothing, however, herein contained shall be construed to extend to any incorporated company, if the lease be for the general benefit of such corporation or company.

12. The revisions, deletions, and additions to Paragraphs 1, 2, 3, 4, 5, 6, and 7, and the complete deletions of Paragraphs 8, 9, and 10, and the addition of Paragraph 13 on the attached sheet are hereby a part of this lease and were made prior to the execution of the lease by either party hereto.

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names as of the date first above written.

In presence of:

/s/ Donna M. Sherby

City Clerk

(Addendum)

/s/ David Muma  
City Manager

Уездот

UNITED STATES OF AMERICA,

By W. H. Johnson

Regional Forester, Region 10, Forest  
Service, (Official title)  
Department of Agriculture

(If Lessor is a corporation, the following certificate shall be executed by the secretary or assistant secretary.)

I, Donna M. Sharby certify that I am the City Clerk-Treasurer

Secretary of the corporation named as Lessor in the attached lease; that

David M. [redacted] who signed said lease on behalf of the Lessor, was then

David Muma \_\_\_\_\_ of said corporation; that said lease was duly signed for and  
City Manager \_\_\_\_\_ in behalf of said corporation by authority of its governing body, and is within the scope of its cor  
porate powers.

/s/ Danna M. Sherby

- [ CORPORAT  
SEAL



(Sheet 3)

13. The Government shall have the right during the existence of this lease to erect a marine warehouse and such associated and related building facilities as may be needed; to erect additions, structures or signs, in or upon the premises leased, such buildings to be and remain the property of the Government and may be removed therefrom by the Government within a reasonable time after the termination of this lease or renewal thereof; to dispose of the buildings in place, in the event that use is discontinued by the Government, provided that if disposition of the buildings is to a party or parties other than the lessor, the buildings shall be removed from the premises within a reasonable period.



## INSTRUCTIONS TO BE OBSERVED IN EXECUTING LEASE

1. This standard form of lease shall be used whenever the Government is the lessee of real property; except that when the total consideration does not exceed \$100 and the term of the lease does not exceed 1 year the use of this form is optional. In all cases where the rental to be paid exceeds \$2,000 per annum the annual rental shall not exceed 15 per centum of the fair market value of the rented premises at the date of lease. Alterations, improvements, and repairs of the rented premises by the Government shall not exceed 25 per centum of the amount of the rent for the first year of the rental term or for the rental term if less than 1 year.

2. The lease shall be dated and the full name and address of the lessor clearly written in paragraph 1.

3. [REDACTED] and, in case of rooms, the floor and room number of each room given. The language inserted at the end of article 2 of the lease should specify only the general nature of the use, that is, "office quarters," "storage space," etc.

4. Whenever the lease is executed by an attorney, agent, or trustee on behalf of the lessor, two authenticated copies of his power of attorney, or other evidence to act on behalf of the lessor, shall accompany the lease.

5. When the lessor is a partnership, the names of the partners composing the firm shall be stated in the body of the lease. The lease shall be signed with the partnership name, followed by the name of the partner signing the same.

6. Where the lessor is a corporation, the lease shall be signed with the corporate name, followed by the signature and title of the officer or other person signing the lease on its behalf, duly attested, and, if requested by the Government, evidence of his authority so to act shall be furnished.

7. Under paragraph 6 of the lease insert necessary facilities to be furnished, such as heat, light, janitor service, etc.

8. There shall be no deviation from this form without prior authorization by the Director of Procurement, except—

(a) Paragraph 3 may be drafted to cover a monthly tenancy or other period less than a year.

(b) In paragraph 5, if a renewal for a specified period other than a year, or for a period optional with the Government is desired, the phrase "from year to year" shall be deleted and proper substitution made. If the right of renewal is not desired or cannot be secured paragraph 5 may be deleted.

(c) Paragraph 6 may be deleted if the owner is not to furnish additional facilities.

(d) If the premises are suitable without alterations, etc., paragraph 8 may be deleted.

(e) Paragraph 9 provides that the lessor shall, "unless herein specified to the contrary, maintain the said premises in good repair, etc." A modification or elimination of this requirement would not therefore be a deviation.

(f) In case the premises consist of unimproved land, paragraph 10 may be deleted.

(g) When executing leases covering premises in foreign countries, departure from the standard form is permissible to the extent necessary to conform to local laws, customs, or practices.

(h) Additional provisions, relating to the particular subject matter mutually agreed upon, may be inserted, if not in conflict with the standard provisions, including a mutual right to terminate the lease upon a stated number of days' notice, but to permit only the lessor so to terminate would be a deviation requiring approval as above provided.

9. When deletions or other alterations are permitted specific notation thereof shall be entered in the blank space following paragraph 11 before signing.

10. If the property leased is located in a State requiring the recording of leases in order to protect the tenant's rights, care should be taken to comply with all such statutory requirements.

U.S. GOVERNMENT PRINTING OFFICE: 1942 O-421729

## ATTACHMENT E

**CORDOVA HARBOR COMMISSION  
CORDOVA, ALASKA  
RESOLUTION 03-20-01**

**A RESOLUTION OF THE HARBOR COMMISSION OF THE CITY OF CORDOVA, ALASKA TO CORDOVA CITY COUNCIL, RECOMMENDING TO RENEGOTIATE THE USFS LEASE WITHIN THE NORTH HARBOR AT FAIR MARKET VALUE FOR A MAXIMUM TERM OF 5 YEARS.**

**WHEREAS**, the current lease between the City of Cordova and the USFS was established in 1965 for 1 dollar, and expires on May 31, 2020,

**WHEREAS**, the current location of the USFS dock is blocking potential harbor expansion,

**WHEREAS**, the current Harbor Facilities Master Plan calls for expansion towards the USFS dock and the PWSSC,

**WHEREAS**, the USFS vessels could potentially share secure moorage with the Alaska State Trooper vessels at the Alaska State dock in the South side of the Cordova Harbor,

**WHEREAS**, the Cordova Harbor Commission previously passed a resolution December 9<sup>th</sup>, 2015 with the same wording, giving the USFS notice of the Harbor's intentions,

**NOW THEREFORE BE IT RESOLVED**, that the Harbor Commission of Cordova, Alaska, recommends to Cordova City Council that the USFS lease within the North Harbor be renegotiated for term of not more than 5 years at fair market value.

**PASSED AND APPROVED ON THE 9TH DAY OF MARCH, 2020.**

  
Chairman Jacob Betts

  
Tony Schinefla, Cordova Harbormaster



## ATTACHMENT F



United States  
Department of  
Agriculture

Forest  
Service

Cordova Ranger District

612 2nd Street  
P.O. Box 280  
Cordova, AK 99574

**File Code:** 7310

**Date:** January 14, 2021

Helen Howarth  
Cordova City Manager  
PO Box 1210  
601 1st St  
Cordova, Alaska 99574

Dear City Manager,

I would like to request a renewal of the lease for the 1,120 square foot portion of tidelands on Lot 3, Block 7A, Tidewater Development Park currently occupied by the Cordova Ranger District described in the attached lease agreement. The Forest Service requests the City of Cordova exercise option #1 of the City's land disposal options in order to negotiate a new lease agreement between the Forest Service and the City of Cordova.

The Forest Service owns improvements on the property including a marine warehouse and adjoining float and ramp facility. Much of the work the Forest Service performs out of the Cordova Ranger District is reliant on the space that we lease at the Cordova Small Boat Harbor and is beneficial to the diversity of the Harbor and to the community. The Cordova Ranger District uses the dock to patrol the Prince William Sound, operate vessels for fishery and wildlife restoration and research, crew drop off and pick-ups, as well as recreation program operations to maintain public use cabins and trails. The Forest Service also allows other Federal agencies to operate out of this space in the summer. The dock allows the Forest Service to support agencies such as U.S. Coast Guard, USFWS and USGS, in their operations within Prince William Sound.

The Forest Service looks forward to continuing our long partnership with the City and hope to negotiate a long-term lease of this space at the fair market rate. The Forest Service is aware of the City's plan to perform renovations on the harbor and has been supportive to these efforts. The Forest Service has submitted letters of support for harbor grants and has been noted in various harbor grants in order to demonstrate the diversity of harbor users. The Forest Service would like to continue to be involved in the harbor renovation planning and have the opportunity to discuss options in the future.

In order to negotiate agreeable lease term and rate to both party I ask that the City exercise the first option in the land disposal process to begin negotiating a new lease agreement between the Forest Service and City of Cordova.

Sincerely,

  
STEVEN NAMITZ  
District Ranger



Caring for the Land and Serving People

Printed on Recycled Paper



**CORDOVA HARBOR COMMISSION  
CORDOVA, ALASKA  
RESOLUTION 03-21-01**

**A RESOLUTION OF THE HARBOR COMMISSION OF THE CITY OF CORDOVA, ALASKA  
RECOMMENDING THAT CORDOVA CITY COUNCIL DIRECT STAFF TO RENEGOTIATE THE  
USFS LEASE WITHIN THE NORTH HARBOR AT FAIR MARKET VALUE AND WITH A  
MAXIMUM TERM OF 5 YEARS AND FLEXIBILITY OF THE LOCATION OF THE LEASE**

**WHEREAS**, the current lease between the City of Cordova and the USFS was established in 1965 for 1 dollar, expired on May 31, 2020 and the city and USFS currently have a standstill agreement in place and

**WHEREAS**, the Harbor Commission would like to see the property leased at fair market value to the USFS; and

**WHEREAS**, the current location of the USFS dock will impede certain harbor expansion; and

**WHEREAS**, the current Harbor Facilities Master Plan calls for expansion towards the USFS dock and the PWSSC; and

**WHEREAS**, the Cordova Harbor Commission previously passed a resolution December 9<sup>th</sup>, 2015 giving the USFS notice of the Harbor's intentions, and

**WHEREAS**, the Cordova Harbor Commission has identified multiple moorage options for the USFS vessels, including but not limited to, sharing moorage at State of Alaska dock at the South side of the harbor, and

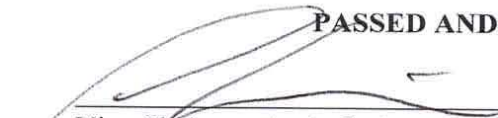
**WHEREAS**, the Harbor Commission and Harbor and Port Department are constantly assessing and reassessing possibilities of reconfiguration and/or expansion of Harbor infrastructure; and

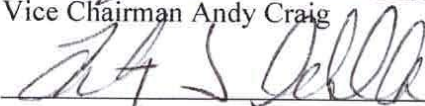
**WHEREAS**, the Harbor Commission and Harbor and Port Department is exploring future broader developments in the City Harbor and therefore, is requesting flexibility on the part of any current lessees within the harbor, such as the USFS; and

**WHEREAS**, discussions lately between City Staff and USFS Staff have been agreeable and both sides understand that the future may bring altered docks, floats and could even include establishment of ancillary businesses within the harbor boundaries and both are committed to revisit the lease if a need arises to change the term or change to a location that would be acceptable for the USFS needs; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Harbor Commission of the City of Cordova, Alaska, recommends renegotiation of the USFS lease for fair market value and with a maximum term of 5 years and flexibility of the location of the lease.

**PASSED AND APPROVED ON THE 9TH DAY OF MARCH, 2020.**

  
\_\_\_\_\_  
Vice Chairman Andy Craig

  
\_\_\_\_\_  
Tony Schinella, Cordova Harbormaster

**CORDOVA HARBOR COMMISSION  
CORDOVA, ALASKA  
RESOLUTION 03-23-01**

**A RESOLUTION OF THE HARBOR COMMISSION OF THE CITY OF CORDOVA, ALASKA  
TO THE CITY COUNCIL OF CORDOVA, ALASKA IN SUPPORT OF A USFS LEASE, WITH  
THE INCLUDED SIXTEEN MONTH TERMINATION CLAUSE**

**WHEREAS** the current lease between the City of Cordova and the USFS was established in 1965 for 1 Dollar and expired on May 31, 2020, and the city and USFS currently have an agreement in place until the new lease is agreed upon; and

**WHEREAS**, the Harbor Commission has approved resolutions in 2015, 2020 and 2021 requested the USFS lease consist of a no longer than five year term; and

**WHEREAS**, the current location of the USFS dock will impede on certain harbor expansions; and

**WHEREAS**, the current Harbor Facilities Master Plan calls for expansion towards the USFS dock and the former PWSSC building; and

**WHEREAS**, the Harbor Commission and the Port & Harbor Department are constantly assessing and reassessing possibilities of reconfiguration and/or expansion of Harbor infrastructure; and

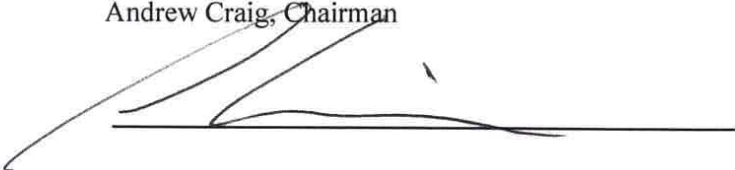
**WHEREAS**, the Harbor Commission has recently reviewed conceptual drawings for the 2023 PIDP grant submission, that will reconfigure the North Harbor uplands; and

**WHEREAS**, discussions lately between City Staff and USFS Staff have been agreeable and both sides understand that the future may bring re-configured docks and uplands. Both are committed to revisit the lease if a need arises; and

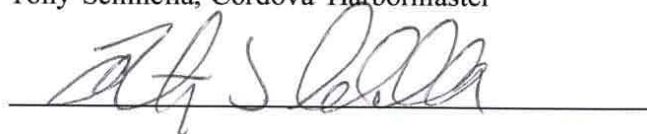
**NOW, THEREFORE, BE IT RESOLVED**, that the Harbor Commission of the City of Cordova, Alaska, recommends Cordova City Council approve a USFS lease, with the sixteen-month termination clause

**PASSED AND APPROVED ON THE 17TH DAY OF MARCH 2023.**

Andrew Craig, Chairman



Tony Schinella, Cordova Harbormaster



602 Railroad Avenue P.O. Box 1210, Cordova Alaska 99574. Telephone (907) 424-6200



## Susan Bourgeois

---

**From:** Ken Jones  
**Sent:** Tuesday, May 16, 2023 7:58 PM  
**To:** Susan Bourgeois; Helen Howarth; David Allison  
**Subject:** USFS documents  
**Attachments:** cid1DDDE4A5-4464-4572-BABE-40F47F132E0B.jpeg; Seward Law enforcement boat parking question .pdf; RE Law enforcement boat parking question .pdf

Please distribute this information in a manner that doesn't violate the open meetings rules, but this information is pertinent to the upcoming meeting and will be distributed there regardless. However, it would be helpful for council members to have this information ahead of the meeting for reference purposes and to do their own research-should they desire.

2012 harbor and waterfront master plan

<https://www.cityofcordova.net/wp-content/uploads/2020/12/02-13-13-HC-Agenda-Packet.pdf>

2022 PIDP approved drawings

<https://www.cityofcordova.net/wp-content/uploads/2022/04/04-20-22-Regular-City-Council-Meeting-Packet.pdf>

2023 PIDP approved drawings

<https://www.cityofcordova.net/wp-content/uploads/2023/04/04-4-23-HC-Special.pdf>

5/10/23 Harbor commission resolution -

<https://www.cityofcordova.net/wp-content/uploads/2023/05/05-10-23-HC-Regular.pdf>

2018/2020 disaster spend plan draft

[https://www.adfg.alaska.gov/static/fishing/pdfs/2018\\_2020\\_copper\\_pws\\_salmon\\_initial\\_draft\\_spend\\_plan.pdf](https://www.adfg.alaska.gov/static/fishing/pdfs/2018_2020_copper_pws_salmon_initial_draft_spend_plan.pdf)

2015 USFS lease resolution from harbor commission

<https://www.cityofcordova.net/wp-content/uploads/2020/12/11-09-15-HC-Regular.pdf>

Whittier USFS parking photo - May 5th 2023

Seward response

Juneau response

- Kenneth B Jones

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From: Harbor Master [harbormaster@cityofseward.net](mailto:harbormaster@cityofseward.net)  
Subject: RE: Law enforcement boat parking question  
Date: May 13, 2023 at 8:43:54 AM  
To: Ken Jones [councilseatg@cityofcordova.net](mailto:councilseatg@cityofcordova.net)

---

Good morning Kenneth,

We do have several agency boats that use the harbor, and NOAA, the wildlife troopers, and the Seward Fire Department all have tenant spaces. I'm not sure how it was handled for the Seward FD, but I know NOAA signed up for a wait list placement and waited to be offered a tenant slip along with all the other private individuals on the 40' list. I think we've tried to make accommodations where we can, so the Coast Guard cutter Mustang is a tenant that uses the whole end of one of our floats, and we've allowed them to put up a fence and gate to control access to that end of the float for security purposes. The float is still harbor property, so harbor employees have the code for their gate in case of an emergency and to do electric reads, but they're allowed to close the gate to the public. NOAA and the wildlife troopers have regular tenant stalls next to private boats, but I don't know if they've ever asked for anything different than that. The Seward FD has a space very near the ramp of their assigned float (which would otherwise probably be designated handicapped or loading zone), so that they can access the boat and respond as quickly as possible in an emergency. The state and federal agency boats all pay moorage and utilities at the same rates as regular tenants, minus sales tax, and the Seward FD does not pay for moorage, but does pay for any electricity they use when the boat is in the water.

I think that about covers it. The Coast Guard is planning to bring a larger ship here in several years, so they're working on obtaining a parcel of property in our shipyard across the bay and I think we're going to coordinate with them to make some modifications to our float over there for that vessel. Please let me know if you have any questions or need any further detail and I can check with the Harbormaster regarding the things I don't have specific knowledge of.

Thank you,

Nancy Hulbert  
Office Manager  
Seward Harbor



City of Seward  
[Box 167](#)  
[Seward, Alaska 99664](#)  
[907-224-3138 ext. 2](#)



---

**From:** Ken Jones <[councilseatg@cityofcordova.net](mailto:councilseatg@cityofcordova.net)>

**Sent:** Saturday, May 13, 2023 8:16 AM

**To:** [fvserenity@gmail.com](mailto:fvserenity@gmail.com)

**Subject:** Law enforcement boat parking question

**External Email:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

**Hello,**

I am a harbor commissioner and city council member here in Cordova and we are working on an expansive rebuild and reconfiguring of our harbor. I am curious if law enforcement agencies such as NOAA, AWT, USFS have their own private docks in your harbor basins or if they rent public stalls. This discussion has come up quite a bit in our planning and just looking for some insight on how other communities have handled this situation.

Thank you for your help!

**- Kenneth B Jones**

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From: Matthew Creswell [Matthew.Creswell@juneau.gov](mailto:Matthew.Creswell@juneau.gov)  
Subject: RE: Law enforcement boat parking question  
Date: May 15, 2023 at 8:55:33 AM  
To: Ken Jones [councilseatg@cityofcordova.net](mailto:councilseatg@cityofcordova.net)

---

Good Morning,

With the exception of the USCGC Reef Shark (leased dock), all other agencies apply for moorage just like other harbor patrons. We have AWT and NOAA vessels in the harbor.

Matt



**Captain Matthew Creswell, AMPE, CMM**

Harbormaster

W: (907)586-5255

C: (907)321-0429

Note: My email will change to [Matthew.creswell@juneau.gov](mailto:Matthew.creswell@juneau.gov) on December 5<sup>th</sup>, 2022

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**From:** Ken Jones <[councilseatg@cityofcordova.net](mailto:councilseatg@cityofcordova.net)>

**Sent:** Saturday, May 13, 2023 8:16 AM

**To:** [fvserenity@gmail.com](mailto:fvserenity@gmail.com)

**Subject:** Law enforcement boat parking question

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**- Kenneth B Jones**

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From: Sarah VonBargen [SVonBargen@valdezak.gov](mailto:SVonBargen@valdezak.gov)  
Subject: RE: Law enforcement boat parking question  
Date: May 23, 2023 at 8:01:45 AM  
To: Ken Jones [councilseatg@cityofcordova.net](mailto:councilseatg@cityofcordova.net), [fvserenity@gmail.com](mailto:fvserenity@gmail.com)

---

Ken,

Here in Valdez we only have our fish and game boat, which has a tenant slip with us. We do not offer nor do we have private docks for law enforcement. During the winter months when we can get a little ice in the harbor, we move his boat to an alternate location for easier access leaving the harbor and not having to deal with ice. When NOAA, AWT or USFS boats come to Valdez it is usually for a short period of time and they are either put in a transient slip or linear transient moorage. Hope this helps.

Regards,

Sarah Von Bargen  
Harbormaster  
P.O. Box 275  
Valdez, AK 99686  
Phone: [907-835-4981](tel:907-835-4981)  
Fax: [907-835-2958](tel:907-835-2958)

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**Sent:** Saturday, May 13, 2023 8:16 AM  
**To:** [fvserenity@gmail.com](mailto:fvserenity@gmail.com)  
**Subject:** Law enforcement boat parking question

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Thank you for your help!

**- Kenneth B Jones**

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## Susan Bourgeois

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**From:** Kevin Johnson  
**Sent:** Tuesday, May 30, 2023 11:49 AM  
**To:** Susan Bourgeois  
**Subject:** FW: Tongass Marine Facilities

fyi

Kevin Johnson  
City Planner  
City of Cordova  
907-424-6220



---

**From:** Namitz, Steven - FS, AK <[steven.namitz@usda.gov](mailto:steven.namitz@usda.gov)>  
**Sent:** Tuesday, May 30, 2023 11:47 AM  
**To:** Helen Howarth <[citymanager@cityofcordova.net](mailto:citymanager@cityofcordova.net)>  
**Cc:** Kevin Johnson <[planning@cityofcordova.net](mailto:planning@cityofcordova.net)>  
**Subject:** FW: Tongass Marine Facilities

Hellen and Kevin,

Just wanted to share some additional information on some falsehoods that have been put out there. People have said the situation in Cordova and is very unique in the USFS having a lease and Marine facility. On the chugach that would be true as we are the only real marine based operation but within the agency is very common and as you can see from the photo's we have several marine facilities on the Tongass. Just trying to keep the information flow factual.

Again thanks for folks work on this,

Steve



**Steve Namitz**  
**District Ranger**  
**Forest Service**  
**Chugach National Forest; Cordova Ranger District**  
p: 907-424-4747  
[steven.namitz@usda.gov](mailto:steven.namitz@usda.gov)  
612 2nd Street (P.O. Box 280)  
Cordova, AK 99574



---

**From:** Clay, Erin - FS, AK <[Erin.Clay2@usda.gov](mailto:Erin.Clay2@usda.gov)>  
**Sent:** Thursday, May 25, 2023 4:50 PM  
**To:** Namitz, Steven - FS, AK <[steven.namitz@usda.gov](mailto:steven.namitz@usda.gov)>  
**Subject:** Tongass Marine Facilities

Hi Steve,

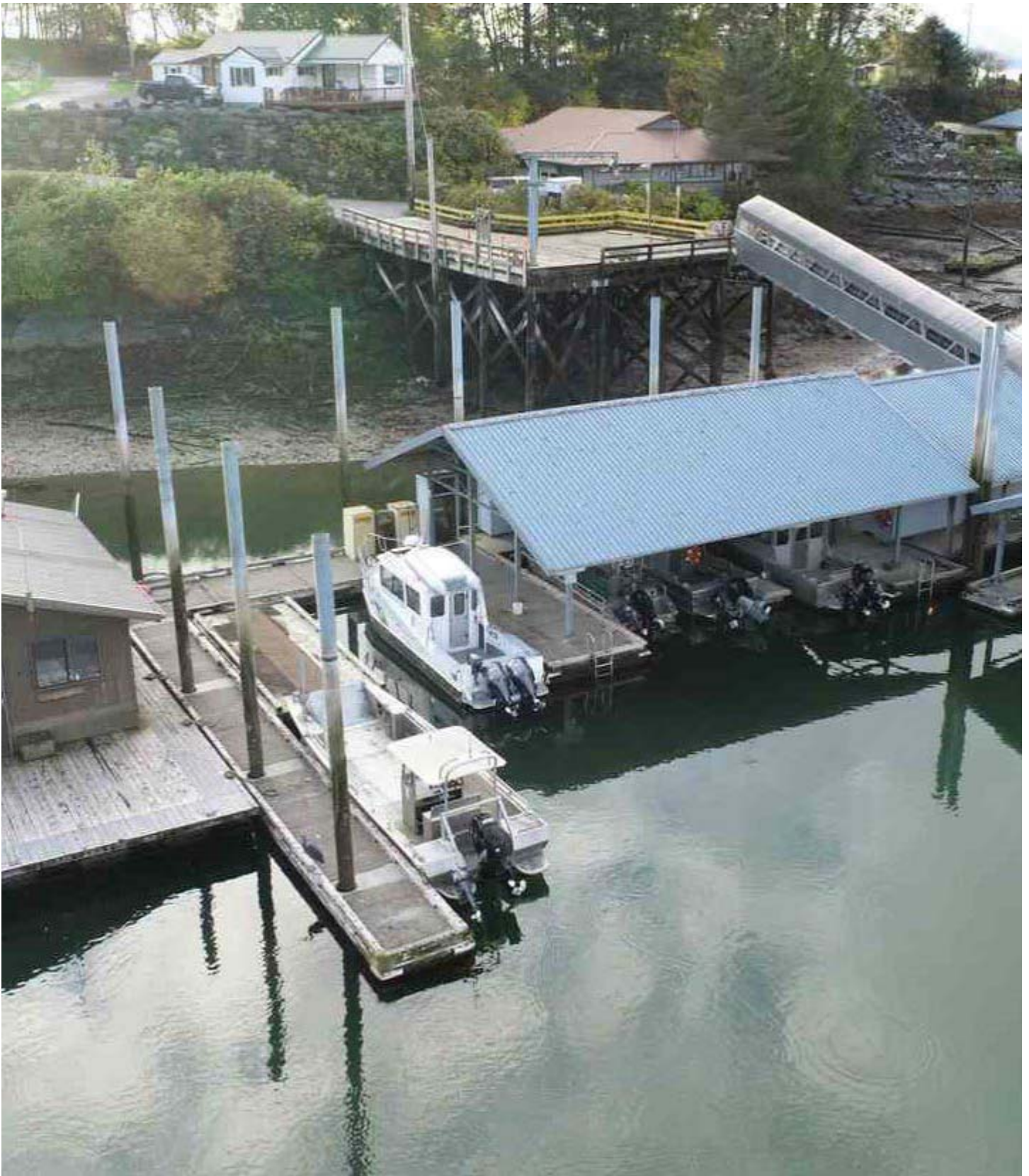
The Forest Service owns many marine facilities on the Tongass, the majority of which are remote.

The in-town marine facilities are located in Sitka, Petersburg, Wrangell and Craig. Below please find a photo of Sitka, Petersburg and Wrangell Marine Facilities. I don't see to have a good pic of Craig handy.





Petersburg Marine Facility – not pictured, loading pier.



Wrangell Marine Facility





Sitka Marine Facility

Please let me know if you would like any additional information. Thanks,



**Erin Clay, PMP**  
**Acting Facilities & Environmental**  
**Program Manager**  
**Forest Service**  
**Alaska Regional Office**  
**Engineering & Aviation**  
**Management**



p: 907-747-4361

c: 907-220-4364

[erin.clay2@usda.gov](mailto:erin.clay2@usda.gov)

2108 Halibut Point Road

Sitka, AK 99835

[www.fs.usda.gov](http://www.fs.usda.gov)



**Caring for the land and serving  
people**

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**AGENDA ITEM 13**  
**City Council Meeting Date: 08/02/19/2023**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Samantha Greenwood, Public Works Director  
**DATE:** 07/26/23  
**ITEM:** Accepting ownership and maintenance of the new Sewer Main and Lift Station  
**NEXT STEP:** Council approval of resolution 08-23-27 accepting ownership of New Sewer main and Lift Station

---

☐ ORDINANCE  
☐ MOTION

☒ RESOLUTION  
☐ INFORMATION

---

**I. REQUEST OR ISSUE:** To accept ownership and maintenance of the new 3,100 feet Sewer Main and Lift station located in ATS 1610 Tract B, Alaska Department of Transportation (ADOT), and in a city easement on Samson tug and Barge Lot 1B.

**II. RECOMMENDED ACTION / NEXT STEP:** Council suggested motion “to approve Resolution 08-23-27, a resolution of the Council of the City of Cordova, Alaska, accepting ownership and maintenance of 3100 feet of sewer Main and a lift station.”

**III. FISCAL IMPACTS:** The fiscal impact for the near future will be time and labor. The new infrastructure will be added to the city crews' scheduled preventative maintenance work. This includes flushing Mains, checking pumps, and SCADA at the lift stations. The infrastructure has been properly design and constructed and has a life span of 50-plus years.

The infrastructure also lays the foundation for future development along Orca Road. The cost of connecting to the new infrastructure at Flemming Spit versus the existing infrastructure at Odiak lift station (near the Ferry terminal) is substantially less. This project cost was over \$800,000.

**IV. BACKGROUND INFORMATION:** In 2020 PWSSC, the City, and ADOT collaborated to extend the existing Sewer Main and build a lift station for the new PWSSC campus. Initially, a joint EDA grant was considered the best funding avenue. The PWSSC would pay for the match, and the City would take ownership and maintain the infrastructure. The City required that the lift station and Main were designed

to accommodate future development, including SCADA, and meet ADEC permitting requirements. A resolution was passed by City Council in February of 2022, supporting the joint application and city ownership of the infrastructure upon completion and inspection. The timing of the EDA process would not allow the PWSSC to take advantage of a betterment contract with the ADOT culvert replacement project. A betterment contract means an entity outside ADOT designs an infrastructure improvement in the ADOT project area. ADOT then manages the infrastructure's bidding, contract, construction, and inspection. The project was completed in 2022.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 08-23-27**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
ACCEPTING OWNERSHIP AND MAINTENANCE OF 3,100 FEET OF SEWER  
MAIN AND A LIFT STATION.**

**WHEREAS**, Prince William Sound Science Center has designed, permitted, and built a 3100-foot sewer main and a lift station to City standards and Alaska Department Environmental Conservation requirements; and

**WHEREAS**, the City staff has inspected the infrastructure and has determined that it has been constructed and permitted properly; and

**WHEREAS**, the infrastructure has been operating proficiently for over a year; and

**WHEREAS**, Prince William Sound Science Center has requested the City assume ownership and maintenance of the sewer infrastructure as had been previously agreed upon; and

**NOW THEREFORE, BE IT RESOLVED THAT** the Council of the City of Cordova, Alaska, approves City acceptance of ownership and maintenance of 3,100 feet of sewer main and a lift station located on New England Cannery Road.

**PASSED AND APPROVED THIS 5<sup>th</sup> DAY OF AUGUST 2022**

\_\_\_\_\_  
David Allison, Mayor

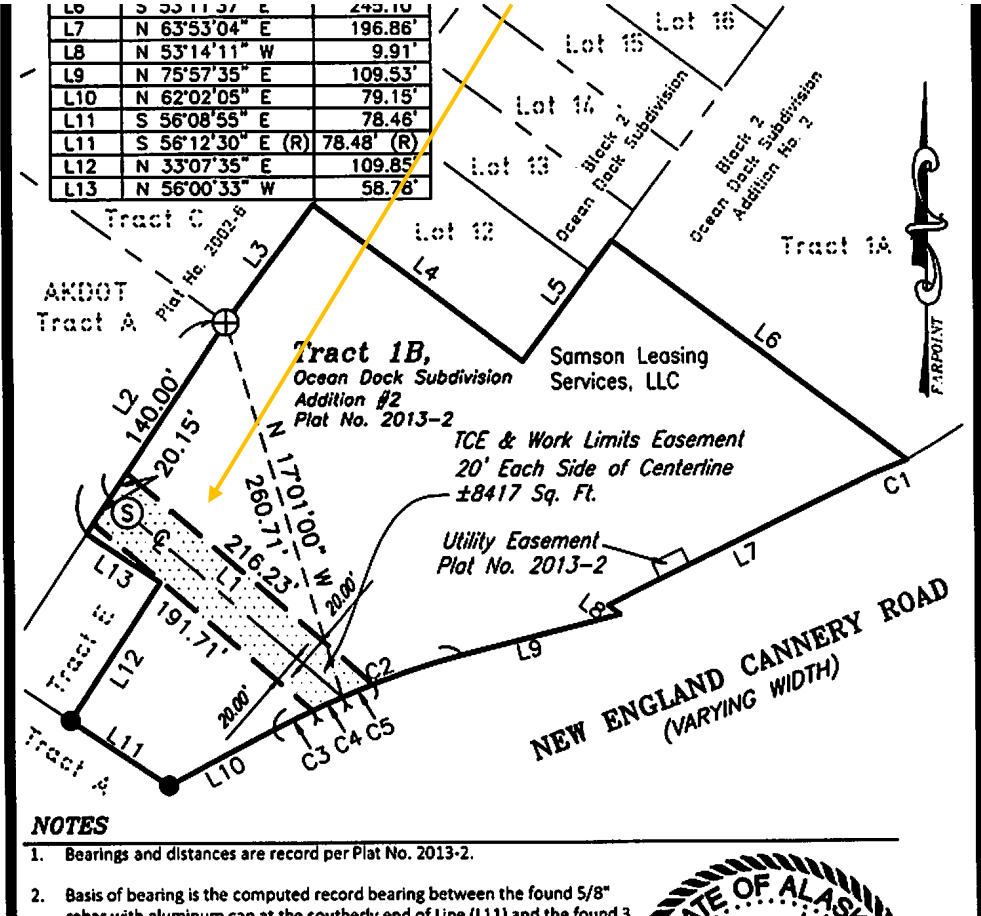
Attest:

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

Sewer Main is in ADOT Right of Way



Sewer Easement on  
Samson Property





**CITY OF CORDOVA, ALASKA  
RESOLUTION 02-20-07**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
AUTHORIZING CITY MANAGER HELEN HOWARTH AS THE SIGNATORY FOR THE  
JOINT AGREEMENT AS REQUIRED BY THE UNITED STATES ECONOMIC  
DEVELOPMENT ADMINISTRATION GRANT APPLICATION**

**WHEREAS**, The Prince William Sound Science Center is in the process of constructing a new Cordova campus in the Fleming Spit area; and

**WHEREAS**, the United States Economic Development Administration (EDA) has excellent funding opportunities for such development projects; and

**WHEREAS**, the EDA recommended that the City of Cordova and the Prince William Sound Science Center pursue one such opportunity as co-applicants; and

**WHEREAS**, the EDA grant will be used to cover the costs associated with sewer main extension and lift station installation which will benefit the PWSSC campus and will benefit future development in that area; and


**WHEREAS**, the financial obligation for the grant match will be borne 100% by the PWSSC and after completion and inspection of the sewer line and lift station the City will acquire ownership of same; and

**WHEREAS**, as co-applicants for the grant, the EDA requires a joint agreement be written and attested to by each party.

**NOW, THEREFORE BE IT RESOLVED THAT** the Council of the City of Cordova, Alaska does hereby authorize City Manager Helen Howarth to sign the Joint Agreement between the City and the Science Center for the aforementioned EDA Grant application.

**PASSED AND APPROVED THIS 19<sup>th</sup> DAY OF FEBRUARY 2020.**



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

ATTEST:

  
\_\_\_\_\_  
Tina Hammer, Deputy Clerk

## **Pending Agenda (PA) Primer**

### **What is Pending Agenda?**

A list of topics that Council wants to explore in the future (these are Pending, for an Agenda).

These topics might be worthy of an agenda item at a regular/special meeting (if there is a specific action being requested).

These topics might be worthy of a work session when Council can discuss at more length and come to a consensus about direction to staff to bring an action back.

### **How do you get something ON Pending Agenda?**

During PA, a Council member can suggest a topic to add to PA. At that time, a second Council member, the Mayor or the City Manager can act as the second who agrees to add the item to the Pending Agenda List.

### **How do you get something OFF Pending Agenda?**

During PA, a Council member can mention a topic that is on the list of topics and name a **specific date** to hear the item, either as an action item on a regular/special meeting or as a discussion item for a work session. If this occurs, a second member is still required, and the member(s) should clearly articulate the action intended or the specific topic for discussion and set a specific date.

Quarterly, we will go through all the items listed on PA and purge the ones that no longer seem practical or that have been handled already.

### **What is NOT appropriate for Pending Agenda?**

Sometimes items are considered for PA but are more appropriately tasks for the Clerk or Manager. These items might warrant Council action in the future, and if so, will be brought back when that is necessary. A consensus of the entire body is required to task the Manager or Clerk with something specific.

The PA part of the meeting sometimes becomes a more detailed discussion of an item being proposed. Council should refrain from the extraneous discussion of a topic at this time and instead clearly state the item, get agreement of a second, and it will be added to the list. Obviously, sometimes a short discussion is required in order to articulate the detail of what is being added.



**City Council of the City of Cordova, Alaska**  
**Pending Agenda**  
**August 2, 2023 Regular Council Meeting**

**Future agenda items - topics put on PA with no specific date for inclusion on an agenda**

1) City addressing - ongoing project 2023	11/4/2020
2) Public Safety Resources - discussion	1/20/2021
3) Ordinance change ( <b>Title 4</b> ) before a new CBA gets negotiated - so Council has a role in approval process	2/17/2021
4) Council discussion about incentives for investment in Cordova	11/3/2021
5) Revenues/financial planning/sales tax cap discussion	12/1/2021
6) Res to legislature supporting adoption of stricter punishment for drug sales that cause overdose deaths	6/15/2022
7) Alaska Mariculture Alliance - city rep appointment after bylaw changes - update from Mayor	9/21/2022
8) Facility condition assessments part 2 work session (did P&R on 4-19-23) - <b>summer '23</b>	4/19/2023
9) City Code re: procurement, Manager spending limit trigger in a code provision	4/19/2023
10) In person attendance requirements for Council members - follow up <b>fall '23</b>	5/3/2023

### Resolutions, Ordinances, other items that have been referred to staff

1) <b>Disposal of PWSSC Bldg</b> - referred until more of a plan for north harbor so the term of RFP would be known	1/19/2022
2) Disposal of <b>ASLS 79-258</b> - motion to put out for proposals was referred to staff after an e.s.	9/16/2020
3) <b>Res 12-18-36</b> re E-911, will be back when a plan has been made	12/19/2018

**Upcoming Meetings, agenda items and/or events: with specific dates**

- 1) Capital Priorities List Resolution (03-22-03) is in each packet - if 2 council members want to revisit the resolution they should mention that at Pending Agenda and it can be included in the next packet for action
- 2) Staff quarterly reports will be in the following packets:

**4/17/2024**

- 3) Joint City Council and School Board Meetings - twice per year, May & October  
6pm before Council mtg **5/1/2024** 6pm @ CHS before Sch Bd mtg **Oct. or Nov. 2023**
- 4) Clerk's evaluation - each year in **Feb** (before Council changeover after Mar election) - next **Feb '24**
- 5) Manager's evaluation - each year in **Jan** - next one Jan '24
- 6) In May each year City will provide public outreach regarding beginning of bear season photo by Wendy Ranney
- 7) Code update of Chapter 5.40 Sales Tax - Work Session with attorney - **September 6, 2023**
- 8) Each year in **June** Council will approve by Resolution, the School's budget and City's contribution



8/3/2022

**Council adds items to Pending Agenda in this way:**

**proposed date**

- 1) ...

2) ...

3) ...

Mayor Allison 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**  
**August 2, 2023 Regular Council Meeting**

**E. Membership of existing advisory committees of Council formed by resolution:**

- 1) Fisheries Advisory Committee:**
- |  |   |  |
|--|---|--|
| re-auth res 01-20-04 approved Jan 15, 2020 | 1-John Williams (fisheries educ/Mar Adv Prgm) | 2-Jeremy Botz (ADF&G)                    |
| auth res 04-03-45 approved Apr 16, 2003    | 3-vacant (processor rep)                      | 4-Jim Holley (marine transportation/AML) |
|  | 5-Chelsea Haisman (fish union/CDFU)           | 6-Tommy Sheridan (aquaculture)           |
- 2) Cordova Trails Committee:**
- |                                  |                    |                 |
|----------------------------------|--------------------|-----------------|
| re-auth res 11-18-29 app 11/7/18 | 1-Elizabeth Senear | 2-Toni Godes    |
| auth res 11-09-65 app 12/2/09    | 3-Dave Zastrow     | 4-Ryan Schuetze |
|                                  | 5-Wendy Ranney     | 6-Michelle Hahn |
- 3) Fisheries Development Committee:**
- |                                  |                   |                 |                  |
|----------------------------------|-------------------|-----------------|------------------|
| authorizing resolution 12-16-43  | 1-Warren Chappell | 2-Andy Craig    | 3-Bobby Linville |
| reauthorization via Res 11-19-51 | 4-Gus Linville    | 5-vacant        | 6-Bob Smith      |
| approved 11/20/2019              | 7- Ron Blake      | 8- John Whissel |                  |

**F. City of Cordova appointed reps to various non-City Boards/Councils/Committees:**

- 1) Prince William Sound Regional Citizens Advisory Council**
- |                    |                        |                            |
|--------------------|------------------------|----------------------------|
| <b>David Janka</b> | appointed January 2023 | 2 year term until May 2024 |
|--------------------|------------------------|----------------------------|
- 2) Prince William Sound Aquaculture Corporation Board of Directors**
- |                   |  |                             |
|-------------------|--|-----------------------------|
| <b>Tom Bailer</b> | re-appointed October 2021                | 3 year term until Sept 2024 |
|                   | re-appointed October 2018                |                             |
|                   | appointed February 2017-filled a vacancy |                             |

**CITY OF CORDOVA, ALASKA  
RESOLUTION 02-23-03**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
DESIGNATING CAPITAL IMPROVEMENT PROJECTS**

**WHEREAS**, the Cordova City Council has identified several Capital Improvement projects that will benefit the citizens of Cordova, and in several cases the entirety of Prince William Sound; and

**WHEREAS**, the Council of the City of Cordova has identified the following Capital Improvement projects as being critical to the future well-being and economy of Cordova and the surrounding area:

**Port and Harbor**

- South Harbor Replacement
- North Harbor Efficiency and Safety
  - Stabilize Breakwater Ave through sheet piling to create usable uplands for industrial, commercial, Harbor and associated uses.
  - Improve pedestrian safety by creating a sidewalk and boardwalk system to navigate between the north and south harbors.
  - Provide additional cranes, laydown areas, and in-harbor fuel services.
- Rebuild 3-Stage Dock
- Waste Oil/Maintenance Building
- Shipyard Expansion
- Harbor Basin Expansion

**Water Upgrades**

- Improve water delivery during peak water usage.
- Booster station at Murchison tank to improve water delivery during peak flow.
- Permanent siphon at Crater Lake to improve water delivery during peak flow.
- Upgrade Pipe Infrastructure.
- Upgrade pump stations and equipment.

**Sewer Upgrades**

- Replacement/upgrade of Wastewater plant and Scada.
- Replacement/Upgrades of Lift Stations.
- Replacement of Force main in Odiak Slough.
- Upgrade Pipe Infrastructure.

**Streets Infrastructure and Equipment**

- 6th and 7th Streets Upgrades
- Chase Avenue Upgrades
- Replace/Upgrade pedestrian walkways (4th and Adams) (Council Street), and (2nd Street to Main)
- Wheeled Loader
- Road Grader

**Water Services and Fire Protection (hydrants) to Outlying Areas – Feasibility Study**

**Public Safety**

- Mile 4 Substation Foundation Repair
- E-911 Implementation
- Acquire and integrate new hardware to fully utilize the new E-911 addressing.
- Replace Failing RMS
- Replace Dispatch Console
- Replace Radio Structure on Ski Hill
- Engineering and Preliminary Design of Public Safety Building



## Recreational Safety and Development

### Pool Infrastructure

- Replacement of 60mm PVC Pool liner
- Door and Siding Replacements and CMU Joint Repairs
- Pool Cover Replacement
- Pool Roof Replacement
- Ventilations Remodel/Replacement
- Electrical Distribution System Replacement
- ADA Compliance and Parking Area re-grade.

### Bidarki Recreation Center

- Structural Repair
- Code and Ada Compliance
- Facility Improvements

### Eyak Lake Skater's Cabin

- Demolish and replace.

### Playground Renovations

- Replacement of swing set at Noel Pallas Children's Memorial Playground

### Parks Restrooms/Buildings/Structures

- Ballfield/Cordova Municipal Park Restroom/Concession Stand – Code and ADA Compliance
- Fleming Spit Restroom Replacement
- Odiak Pond Boardwalk and Gazebo – Code and ADA Compliance
- Odiak Camper Park Restrooms/Facility Improvements – Code and ADA Compliance.
- Parks Maintenance Shop Facility Improvements – Code Compliance

### Ski Hill Improvements

## Land Development

- Housing
- Cold Storage
- Harbor Basin Expansion

and;

**WHEREAS**, some or all of these projects will be submitted to State or Federal legislators and/or agencies as Capital Improvement projects for the City of Cordova, Alaska.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Council of the City of Cordova, Alaska, hereby designates and prioritizes the above listed projects as Capital Improvement projects.

**PASSED AND APPROVED THIS 15<sup>th</sup> DAY OF FEBRUARY 2023**









ATTEST:

David Allison, Mayor

Susan Bourgeois, CMC, City Clerk

# August 2023

CALENDAR MONTH **AUGUST**  
CALENDAR YEAR **2023**  
1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	1	2  CHS Swim Practice Starts 7:00 Council reg mtg CCAB	3	4	5
6	7	8	9  cruise ship in town 2pm-12am 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL	10	11  Play Days 1pm - 3pm	12 
13	14	15 5:30 CTC Board Meeting CCER	16 may cancel 2nd mtg of month 7:00 Council reg mtg CCAB	17	18  Play Days 1pm - 3pm	19 Alaska State Fair 2023 Fair Dates: Aug 18 – Sep
20	21	22	23 6:00 CEC Board Meeting	24	25  Cordova High School OPEN HOUSE	26 Alaska State Fair 2023 Fair Dates: Aug 18 – Sep
27	28 CSD school year starts FIRST DAY OF SCHOOL	29 6:00 P&R CCM	30	31 6:00 CCMCAB HCR	1	2
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 Tues

P&R - last Tues  
CEC - 4th Wed  
CCMCA Bd - last Thurs

# September 2023

CALENDAR MONTH	SEPTEMBER
CALENDAR YEAR	2023
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3  <b>Alaska State Fair</b> 2023 Fair Dates: Aug 18 – Sep 4	4 Sept 4th Labor Day Holiday City Hall Offices Closed  CSD Labor Day Holiday Sept 5		6  6:00 Council Work Session 7:00 Council reg mtg CCAB	7 	8  The Cordova Fungus Festival September 8th - 10th, 2023 	
10 	11	12	13	14	15	16
		6:30 P&Z CCAB	6:00 Harbor Cms CCAB 7:00 Sch Bd HSL			
17	18	19	20	21	22	23
		5:30 CTC Board Meeting CCER	7:00 Council reg mtg CCAB			
24	25	26	27	28	29	30
		6:00 P&R CCM	6:00 CEC Board Meeting	6:00 CCMCAB HCR		
1	2	Notes				

Legend:  
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CTC - 3rd Tues

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>David Allison</b>	March 1, 2022	March-25
3 years	<a href="mailto:Mayor@cityofcordova.net">Mayor@cityofcordova.net</a>		
Council members:			
<b>Seat A:</b>	<b>Tom Bailer, Vice Mayor</b>	March 1, 2022	March-25
3 years	<a href="mailto:CouncilSeatA@cityofcordova.net">CouncilSeatA@cityofcordova.net</a>	March 5, 2019	
<b>Seat B:</b>	<b>Cathy Sherman</b>	March 7, 2023	March-26
3 years	<a href="mailto:CouncilSeatB@cityofcordova.net">CouncilSeatB@cityofcordova.net</a>	March 3, 2020	
<b>Seat C:</b>	<b>Kasey Kinsman</b>	March 7, 2023	March-26
3 years	<a href="mailto:CouncilSeatC@cityofcordova.net">CouncilSeatC@cityofcordova.net</a>		
<b>Seat D:</b>	<b>Wendy Ranney</b>	July 5, 2023	March-24
3 years	<a href="mailto:CouncilSeatD@cityofcordova.net">CouncilSeatD@cityofcordova.net</a>	elected by cncl	
<b>Seat E:</b>	<b>Anne Schaefer</b>	March 2, 2021	March-24
3 years	<a href="mailto:CouncilSeatE@cityofcordova.net">CouncilSeatE@cityofcordova.net</a>	March 6, 2018	
		December 6, 2017	elected by cncl
<b>Seat F:</b>	<b>Kristin Carpenter</b>	March 1, 2022	March-25
3 years	<a href="mailto:CouncilSeatF@cityofcordova.net">CouncilSeatF@cityofcordova.net</a>		
<b>Seat G:</b>	<b>Ken Jones</b>	March 1, 2022	March-25
3 years	<a href="mailto:CouncilSeatG@cityofcordova.net">CouncilSeatG@cityofcordova.net</a>		

## Cordova School District School Board of Education - Elected

length of term		Date Elected	Term Expires
3 years	<b>Barb Jewell, president</b>	Mar 1, 2022, Mar 5, 2019, Mar 1, 2016, Mar 5, 2013	March-25
	<a href="mailto:bjewell@cordovasd.org">bjewell@cordovasd.org</a>		
3 years	<b>Henk Kruithof</b>	March 2, 2021	March-24
	<a href="mailto:hkruithof@cordovasd.org">hkruithof@cordovasd.org</a>		
3 years	<b>Terri Stavig</b>	March 1, 2022	March-25
	<a href="mailto:tstavig@cordovasd.org">tstavig@cordovasd.org</a>		
3 years	<b>Peter Hoepfner</b>	Mar 2, 2021, Mar 6, 2018, Mar 3, 2015, Mar 6, 2012, Mar 3, 2009, Mar 7, 2006	March-24
	<a href="mailto:phoepfner@cordovasd.org">phoepfner@cordovasd.org</a>		
3 years	<b>David Glasen</b>	March 7, 2023	March-26

seat up for re-election in Mar '24	<b>vacant</b>
board/commission chair	
seat up for re-appt in Nov '23	

# 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>Linnea Ronnegard, Chair</b> <a href="mailto:CCMCBoardSeatC@cdvcmc.com">CCMCBoardSeatC@cdvcmc.com</a>	Mar 2, 2021 Mar 6, 2018	March-24
3 years	<b>Ann Linville</b> <a href="mailto:CCMCBoardSeatA@cdvcmc.com">CCMCBoardSeatA@cdvcmc.com</a>	March 1, 2022	March-25
3 years	<b>Chris Iannazzone</b> <a href="mailto:CCMCBoardSeatB@cdvcmc.com">CCMCBoardSeatB@cdvcmc.com</a>	March 7, 2023 March 24, 2022	March-25
		elected by board	
3 years	<b>Liz Senear</b> <a href="mailto:CCMCBoardSeatD@cdvcmc.com">CCMCBoardSeatD@cdvcmc.com</a>	March 2, 2021	March-24
3 years	<b>Kelsey Appleton Hayden</b> <a href="mailto:CCMCBoardSeatE@cdvcmc.com">CCMCBoardSeatE@cdvcmc.com</a>	March 7, 2023 March 3, 2020	March-26

## Library Board - Appointed

length of term		Date Appointed	Term Expires
3 years	<b>Mary Anne Bishop, Chair</b>	Nov '06, '10, '13, '16, '19, Dec '22	November-25
3 years	<b>Debra Adams</b>	Dec '21	November-24
3 years	<b>Sherman Powell</b>	June '18, Feb '20, Jan '23	November-25
3 years	<b>Arisa Pearson</b>	December-20	November-23
3 years	<b>Krysta Williams</b>	Feb '18, Dec '20	November-23

## Planning Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	<b>Kris Ranney</b>	Dec '22	November-25
3 years	<b>Mark Hall, Vice Chair</b>	Nov '19, Dec '22	November-25
3 years	<b>Sarah Trumblee</b>	Dec '20	November-23
3 years	<b>Tania Harrison, Chair</b>	Mar '22	November-24
3 years	<b>Tom McGann</b>	Feb '21	November-23
3 years	<b>Chris Bolin</b>	Sep '17, Nov '18 Dec '21	November-24
3 years	<b>Trae Lohse</b>	Nov '18, Dec '20	November-23

seat up for re-election in Mar '24

**vacant**

board/commission chair

seat up for re-appt in Nov '23



# 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	<b>Mike Babic</b>	Nov '17, Dec '20	November-23
3 years	<b>Andy Craig, Chair</b>	Nov '16, '19 & Dec '22	November-25
3 years	<b>Max Wiese</b>	Mar '11, Jan '14, Nov '17, Dec '20	November-23
3 years	<b>Ken Jones</b>	Feb '13, Nov '16, Nov '19, Dec '22	November-25
3 years	<b>Christa Hoover</b>	Dec '21	November-24
3 years	<b>Kate Laird</b>	Apr '23	November-24
3 years	<b>Tommy Sheridan</b>	Sept '22	November-24

## Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	<b>Wendy Ranney, Chair</b>	Aug '14, Nov '15, Nov '18, Dec '21	November-24
3 years	<b>Henk Kruithof</b>	Nov '19, Dec '22	November-25
3 years	<b>Aaron Hansen</b>	Dec '21	November-24
3 years	<b>Kirsti Jurica</b>	Nov '18, Dec '21	November-23
3 years	<b>Marvin VanDenBroek</b>	Feb '14, Nov '16, Nov '19, Dec '22	November-25
3 years	<b>Jason Ellingson</b>	Mar '23	November-25
3 years	<b>Dave Zastrow</b>	Sept '14, Feb '15, Nov '17, Dec '20	November-23

## Historic Preservation Commission - Appointed

length of term		Date Appointed		Term Expires
3 years	<b>Kris Ranney, PC member</b>	Mar '23	appt'd by PC	November-25
3 years	<b>Heather Hall, professional member</b>	Aug '16, Feb '20, Mar '23		November-25
3 years	<b>Sylvia Lange, NVE member</b>	Nov '22, Nov '19	appt'd by NVE	November-25
3 years	<b>Christy Mog, professional member</b>	Apr '22		November-23
3 years	<b>Wendy Ranney, historical society member</b>	Nov '18, Dec '21		November-24
3 years	<b>Nancy Bird, professional member</b>	Nov '17, Nov '18 Dec '21		November-24
3 years	<b>Jim Casement, public member</b>	Nov '17, Dec '20		November-23

seat up for re-election in Mar '24

***vacant***

board/commission chair

seat up for re-appt in Nov '23