



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

P.O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

**WHITTIER CITY COUNCIL
REGULAR MEETING
TUESDAY, JANUARY 21, 2020
AT 7:00 PM
COUNCIL CHAMBERS
3rd fl. PUBLIC SAFETY BUILDING**

Page#

AGENDA

1. CALL TO ORDER

2. OPENING CEREMONY

3. ROLL CALL

- A. Council Members Present
- B. Administration Present

4. APPROVAL OF MINUTES

- A. December 17, 2019 Regular Meeting Minutes
- B. December 23, 2019 Special Meeting Minutes

5. APPROVAL OF REGULAR MEETING AGENDA

6. MAYOR'S REPORT

- A. Mayor Report – Dave Dickason
- B. Vice Mayor Report – Peter Denmark

7. MANAGER'S REPORT

- A. City Manager and Director Reports – Jim Hunt

8. COMMISSION/COMMITTEE REPORTS

- A. Planning Commission
- B. Port & Harbor Commission
- C. Parks & Recreation Committee
- D. Whittier Community School
- E. Prince William Sound Aquaculture Corp.
- F. Regional Citizen's Advisory Council

9. CITIZEN'S COMMENTS ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

10. APPROVAL OF THE CONSENT AGENDA

None

11. PUBLIC HEARINGS (NON-ORDINANCE)

12. PRESENTATIONS

None

13. ORDINANCE

(INTRODUCTION)

- A. Ord.#01-2020- An Ordinance of The City Council of The City of Whittier, Alaska Amending Whittier Municipal Code sections 2.54.020(B) to amend meeting frequency of the Port and Harbor Commission.

(2ND HEARING)

- B. Ord.#04-2019- An Ordinance of The City Council of The City of Whittier, Alaska, Amending the Water & Waste Water Tariff Providing for a 1.317% increase to all rates and charges effective January 1, 2020 plus A 5.0% increase effective October 1, 2020 and providing for automatic annual adjustment effective with the first billing cycle of each year thereafter, by an amount equal to the three previous full year's average increase in the CPI

14. RESOLUTIONS

- A. Res. #01-2020 – A Resolution of The City Council Of The City Of Whittier, Alaska, A Municipal Corporation, authorizing Administration and City Council check signers.

15. EXECUTIVE SESSION

None

16. UNFINISHED BUSINESS

- A. Harbor Phase 3 Construction

17. NEW BUSINESS

- A. Approval of Comprehensive Plan
B. Establishing Administrative Goals for 2020

18. COUNCIL DISCUSSION

19. CITIZEN'S DISCUSSION

20. COUNCIL AND ADMINISTRATION'S RESPONSE TO CITIZEN'S COMMENTS

21. ADJOURNMENT



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**WHITTIER CITY COUNCIL
REGULAR MEETING
TUESDAY DECEMBER 17, 2019
7:00 PM
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING**

MINUTES

1. CALL TO ORDER

Mayor Dave Dickason called the meeting to order at 7:00 p.m.

2. OPENING CEREMONY

Mayor Dave Dickason led the Pledge of Allegiance.

3. ROLL CALL

A. Council members present and establishing a quorum: Peter Denmark, Monty Irvin, Victor Shen, Debra Hicks, and Dave Dickason.

MOTION: Victor Shen made a motion to excuse David Pinguoch and Thomas Wagner from tonight's meeting.

SECOND: Debra Hicks

DISCUSSION: None

VOTE: Motion passed unanimously

B. Administration Present:

Jim Hunt, City Manager

Annie Reeves, Assistant City Manager

Naelene Matsumiya, City Clerk

Kristin Erchinger, Finance Director

Scott Korbe, Director of Public Works

Amy Pantaleon, Office Assistant

Others Present: Greg Clifford, Cathy McCord, Tim Wieland, Brian Hicks, and Charlene Arneson

4. APPROVAL OF MINUTES

November 12, 2019 Regular Meeting Minutes
November 25, 2019 Special Meeting Minutes
December 10, 2019 Special Meeting Minutes

MOTION: Victor Shen made a motion to approve the minutes as they are.

SECOND: Debra Hicks

DISCUSSION: None

VOTE: Motion passed unanimously

5. APPROVAL OF THE REGULAR MEETING AGENDA

MOTION: Victor Shen

SECOND: Debra Hicks

DISCUSSION: None

VOTE: Motion passed unanimously.

6. MAYOR'S REPORT

A. Mayor Report

Dave Dickason reported on items in his written report and stated items are upcoming. He mentioned administrative goals.

B. Vice Mayor Report

Peter Denmark thanked Kris Erchinger on her work with the budget and stated that the Council should count their blessings.

7. MANAGER'S REPORT

A. City Manager and Director Reports- Jim Hunt

Jim reported on the following:

Whittier Seafood Contract

New City of Whittier Website updates

Whittier Seafood traffic

City properties at the P-12

New fire apparatus

8. COMMISSION/COMMITTEE REPORTS

A. Planning Commission

Charlene Arneson reported on the next Planning Commission meeting date.

B. Port & Harbor Commission

Nothing new to report

C. Parks & Recreation Committee

Dave thanked Victor Shen for the tool rack he built.

D. Whittier Community School

Tim Wieland gave an update on the following: Thanksgiving potluck, ending of volleyball season, impromptu "no-electricity" potluck, donation to Student Council from Whittier Seafood, library grant, Saturday school, spaghetti dinner fundraiser, Project Linus, Christmas program, and the

upcoming EAC meeting date.

E. Prince William Sound Aquaculture Corp.

Nothing new to report

F. Regional Citizen's Advisory Council

Nothing new to report

9. CITIZENS COMMENTS ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

10. APPROVAL OF CONSENT CALENDAR

None

11. PUBLIC HEARINGS (NON-ORDINANCE)

None

12. PRESENTATIONS (Item was Moved to 5a)

13. ORDINANCES

None

14. RESOLUTIONS

A. Res. #41-2019- A Resolution of the City Council of the City of Whittier, Alaska, Establishing the City's 2019 Federal Legislative Goals.

MOTION: Victor Shen made a motion to adopt Res. #41-2019

SECOND: Debra Hicks

DISCUSSION: Council discussed the resolution briefly.

VOTE: Motion passed unanimously

B. Res. #42-2019- A Resolution of the City Council of the City of Whittier, Alaska, Establishing the City's 2020 Local Priorities and for related purposes.

MOTION: Victor Shen made a motion to adopt Res. #32-2019

SECOND: Debra Hicks

DISCUSSION: None

VOTE: Motion passed unanimously

C. Res. #43-2019 – A Resolution of the City Council of the City of Whittier, Alaska, Adopting the State Legislative Priorities and for related purposes.

MOTION: Victor Shen made a motion to adopt Res. #43-2019

SECOND: Debra Hicks

DISCUSSION: None

VOTE: Motion passed unanimously

15. EXECUTIVE SESSION

None

16. UNFINISHED BUSINESS

A. Harbor Phase 3 Construction

Item was not discussed

B. Water/Wastewater Rate Increase Notice

Item will be introduced at the next meeting.

17. NEW BUSINESS

A. Budget Discussion

Kris Erchinger discussed with the Council updates on the budget. She reported that the Port and Harbor Commission has been included in budgetary conversations. Discussion ensued.

18. COUNCIL DISCUSSION

Council Discussed the following:

Parking patrol productivity

19. CITIZEN'S DISCUSSION

Brian Hicks invited everyone to come to the Fire/EMS bay to see the new fire truck. "We named him *Clifford the Big Red Firetruck.*" Brian told Council of a new fire truck possibly being purchased with money left over from the original purchase. Said it was a good deal.

20. COUNCIL AND ADMINISTRATION'S RESPONSE TO CITIZEN'S COMMENTS

None

21. ADJOURNMENT

Council adjourned the meeting at 8:05pm

ATTEST:

Naelene Matsumiya
City Clerk

Dave Dickason
Mayor



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**WHITTIER CITY COUNCIL
SPECIAL MEETING
TUESDAY, DECEMBER 23, 2019
6:00 PM
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING**

MINUTES

1. CALL TO ORDER

Mayor Dave Dickason called the meeting to order at 6:00 p.m.

2. OPENING CEREMONY

Mayor Dave Dickason led the Pledge of Allegiance.

3. ROLL CALL

A. Council members present and establishing a quorum: Monty Irvin, Debra Hicks, Victor Shen, and Dave Dickason

B. Administration Present:

Naelene Matsumiya, City Clerk,
Scott Korbe, Public Works Director
Kris Erchinger, Finance Director

Others present: Cathy McCord and Greg Clifford

4. APPROVAL OF THE SPECIAL MEETING AGENDA

MOTION: Victor Shen made a motion to approve the Special Meeting Agenda

SECOND: Debra Hicks

DISCUSSION: None

VOTE: Motion passed unanimously

A. 5. ORDINANCES

(Introduction)

Ord. #04-2019 – An Ordinance of The City Council of The City of Whittier, Alaska, Amending The Water and Wastewater Tariff and Providing for A 1.317% Increase to all rates and charges effective January 1, 2020 plus a 5.0% increase effective October 1,2020 and providing for automatic annual adjustment effective with the first billing cycle each year thereafter, by an amount equal to the three previous full years average increase in the CPI.

MOTION: Victor Shen made a motion to open the introduction of the Ordinance and schedule for Public Hearing at the next Regular Meeting, Tuesday, December 21, 2020.

SECOND: Debra Hicks

DISCUSSION: None

VOTE: Passed unanimously

(PUBLIC HEARING/2nd Reading)

B. Ord. #03-2019 – An Ordinance of the City Council of the City of Whittier, Alaska, Approving the 2020 Budget Revenues, Expenditures, and Interfund Transfers, and Appropriating Funds

MOTION: Victor Shen made a motion to open the Public Hearing for Ordinance 03-2019 at 6:08 pm

SECOND: Debra Hicks

DISCUSSION: None

VOTE: Motion passed unanimously

Hearing no public comments Mayor Dickason entertained a motion to close the public testimony part of the Public Hearing and open it up for Council Discussion.

MOTION: Victor Shen made a motion to close the public testimony on ordinance #03-2019.

SECOND: Debra Hicks

DISCUSSION: None

VOTE: Motion passed unanimously

COUNCIL DISCUSSION ON ORD. #03-2019

Kris stated that if the Council wanted a comprehensive breakdown, she is happy to accommodate. Council discussed the budget at length with Dave mentioning that the budget was what Council had asked for. Discussion continued.

MOTION: Victor Shen made a motion to adopt ordinance #03-2019 and resume the December 23, 2019 Special Meeting.

SECOND: Debra Hicks

VOTE: Motion passed unanimously

Public hearing closed at 6:28

6. RESOLUTIONS

A. Resolution #44-2019- A Resolution of The City of Whittier, Alaska, Authorizing Electronic Signatures for checks drawn on behalf of the city.

MOTION: Victor Shen made a motion to adopt Res. #44-2019

SECOND: Debra Hicks

DISCUSSION: Council asked about the resolution. Kris explained the issues that come with checks requiring a physical signature. She defended that a check run will be sent to the Council so as to keep transparency.

VOTE: Motion passed unanimously

B. Resolution #45-2019- A Resolution of The City of Whittier, Alaska, Adopting a Harbor Fee Schedule for 2020

MOTION: Victor Shen made a motion to adopt Res. #45-2019

SECOND: Debra Hicks

DISCUSSION: Kris informed the Council that the Port and Harbor Commission is working closely on the fee schedule.

VOTE: Motion passed unanimously

7. COUNCIL DISCUSSION

None

8. CITIZEN'S DISCUSSION

None

9. COUNCIL AND ADMINISTRATION'S RESPONSE TO CITIZEN'S COMMENTS

None

10. ADJOURNMENT

All were in favor of adjourning the meeting at 6:500 p.m.

ATTEST:

Naelene Matsumiya
City Clerk

Dave Dickason
Mayor

Date: January 21, 2020
To: Whittier City Council and Administration
From: Dave Dickason
Subject: Mayor's Report – December/January 2020

Follow-up:

- Budget Review Schedule

Meetings Attended:

- Dec. 23rd, 6:00 PM: Special Meeting for Ord. 03-2019 Public Hearing
- (To be attended) Jan. 20th, 6:00 PM: Planning and Zoning
- Regular briefings with City Administration each week

Upcoming Schedule:

- Next Regular Meeting: February 18th, 2020 – 7:00 PM:

Goals / Open Issues:

Short Term:

- Hire Harbormaster
- Community Park Engineering Funding
- DOD Tank-Farm Land Transfer
- Finalize Sale of City-owned Condominiums
- Web Page Update
- Tourism "Center"
- City Beautification

Mid Term:

- Future Land-use Development Plan
- Lease Standardization & Enforcement: Some enforcement currently taking place.
- WMC Title 2.70 (Employee Code) Update: Amend budget to hire consultant.
- Funding for Final Harbor Construction Phase

Long Term:

- Shotgun Cove Road Extension: Next phase in 2021
- Head of Bay Development, Breakwater, Launch Ramps & Parking, Harbor, etc.: TBD

January Director's Report

Annie Reeves <areeves@whittieralaska.gov>

Wed 1/15/2020 11:43 AM

To: Naelene Matsumiya <cityclerk@whittieralaska.gov>

Hmmmm - what have I done since last time...

1. Executed the necessary documents for the Whittier Manor transfer.
2. Edited and fact checked draft of comprehensive plan
3. Finished content for updated website (still need headshots and photos)
4. Worked on leases: assignment, lease division, billing errors
5. Worked with staff to address various administrative issues (personnel, finance issues, IT, etc)
6. Joined Pacific Coast Congress of Harbormasters and Port Managers
7. Updated harbormaster job posting
8. Extended advertisement for sale of BTI units
9. Worked with Easter Aleutian Tribes to update a clinic MOU
10. Transitioned to Harbor for leadership and guidance

Annie Reeves

Assistant City Manager

Whittier, Alaska

(907) 472-2327 x217

To: City Council
Thru: Jim Hunt, City Manager
From: Kris Erchinger, Finance Director
Date: January 6, 2020
RE: December Finance Monthly Report – with November financials



This report reflects finance-related activities through the end of December. Financial Report information is provided in the packet through the end of November to provide sufficient time to post month-end harbor-related activity and utility billing revenues so that budget-to-actual comparisons are meaningful.

BUDGET

Staff finalized the proposed 2019 Budget Amendments and the 2020 Operating Budget and presented budgets to Council for approval in December. Due to time constraints and the absence of some Council members and members of the administration at the last Council meeting of the year, the Council and administration agreed to follow-up on budget-related questions including, among other things, the allocation of administrative salaries among various cost centers of the City.

SALE OF P-12 BUILDING

The City completed the sale of the P-12 Building to Whittier Seafoods. The final amount of \$850,500 was transferred to the City on December 20, 2019. Council will be asked to consider how to allocate those funds (i.e. where would Council like to see these proceeds recorded? In which Fund or Funds of the City?)

YEAR-END PREPARATION

Staff is training with Caselle to prepare for year-end processing, to include preparation and distribution of W2 and 1099 reports by the end of January.

CHECK REGISTERS

All members of City Council are now receiving monthly check register reports listing all payments to vendors and employees. This new process coincides with the migration to electronic check-signatures which was approved by resolution of the City Council in December, and which is expected to begin sometime in January 2020. It is hoped that this new process will improve transparency by providing all City Council members with more detailed information regarding payments made on behalf of the City.

GRANTS

Two pay requests were submitted to Western Federal Lands for the Shotgun Cove grants in December, including: 1) \$312,129.37 related to Grant No. 6905671950011 for grant-related expenses for September through December. The remaining balance of funding on this grant is \$1,687,870.63; and 2) \$256,830.22 related to Grant No. DTFH70-03-A-17-0077/18 for grant-related expenses for June through October. The remaining balance of funding on this grant is \$1.9 million

Staff is working with the State of Alaska and CRW to finalize the project worksheets related to earthquake damages sustained in the November 2018 earthquake. This will allow for separation of costs related to

the various areas which sustained damage, including: Emergency protective measures; well pump houses; harbor parking lot and road triangle; dock settlement at City Dock, Ocean Dock and Delong Dock; sewage treatment tidal lagoon embankment; storm drain catch basins; pavilion; breakwater settlement; Kenai Street; Lift Station 4/5; and water system.

LEASES

The finance director completed a reconciliation of master lease payments due to the Alaska Railroad for 2019 and submitted payment to the Railroad. Quarterly payments had not been made due to staff turnover, so the total payment was made in December. In the reconciliation process, it was discovered that the pro-rata share of four leases were omitted from the 2018 payment to the Railroad, necessitating an additional payment to the Railroad in 2019 of \$14,577. The master lease payments to the Railroad are now on track and will be timely paid going-forward. This adjustment will, however, result in lower lease revenue in 2019 than previously reported to Council, since payment of the Railroad's 40% is an offset (reduction) against lease revenues on the City's income statement.

The finance director is also reviewing the terms of a settlement agreement from 2014 related to the Whittier Inn, wherein the City agreed to provide up to \$150,000 in future lease credits related to Block 1, Lot 5A. While the City does properly book the lease amount as lease income, it is necessary to record an offset in the financial statements (recording an expenditure) related to the lease credits. It appears that this offsetting entry may not have been booked since 2014, which could result in an unbudgeted expenditure to reflect the lease credits, of approximately \$150,000 through the end of December. Council will be updated on this matter when it has been fully resolved.

PERS

The State of Alaska division of retirement and benefits conducts routine audits of each City's PERS contributions every three to five years. The City of Whittier will be audited for the calendar year 2019 in 2020, and staff will begin pulling information for that audit in February. In addition, following up to the City's request to remove a position from PERS, the division has asked the city manager to either request the City Council's approval to amend the effective date of the resolution in order to comply with State regulations requiring an effective date no earlier than 90 days after the date of Council approval, or to reconsider the request for removal altogether. This issue will come forward for further discussion in the future.

Water and Wastewater Rate Increase

Council will be addressing water and sewer rates in the Ordinance coming before them in December. Rates are proposed to increase 1.317% on January 1, 2020 and an additional 5% on October 1, 2020. The 1.317% increase reflects the average three-year change in the consumer price index for 2016, 2017 and 2018. Notification flyers were inserted with the utility bills mailed at the end of October and have been posted in the appropriate locations around the community.



THE CITY OF WHITTIER

Gateway to the Western Prince William Sound
PO Box 687, Whittier, Alaska 99693 (907) 472-2340 FAX (907) 472-2404



January 6, 2020

To: Jim Hunt, City Manager

FROM: Andre Achee, DPS Director

RE: December 2019 Monthly Report and Statistics

December of 2019 the Whittier Department of Public Safety responded to a total of 155 calls for service in both Whittier and Girdwood, Alaska. The Whittier service area accounted for 32 calls for service and the Girdwood service area accounted for 123 calls for service.

The statistical breakdown for the Whittier and Girdwood service areas are as follows:

	Whittier	Girdwood
Traffic/DUI/Driving Violations	6	40
Security Checks	7	38
Suspicious Activities	3	5
Property Crimes	3	10
Assault / Disturbances	1	7
Welfare Checks	6	12
Others	0	11
Fire /EMS	6	N/A
Total Calls for Service Whittier area:	32	123

Though we have had more calls for service in the Girdwood service area, a majority of these calls are traffic and security checks. We still maintain a strong presence in the Whittier area with officers continually available as needed.

For example, on New Years Eve we maintained one and half police officers staffed in the Whittier area, not including the on-call staff available from call-out in Whittier.

If you have any questions, please feel free contact me.



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**PORT & HARBOR COMMISSION
REGULAR MEETING
FRIDAY, DECEMBER 6, 2019
Council Chambers, Public Safety Building
7:00 p.m.**

MINUTES

1. CALL TO ORDER

Chair Greg Clifford called the meeting to order at 7:00 P.M

2. OPENING CEREMONY PLEDGE OF ALLEGIANCE

Greg Clifford

3. SWEAR IN CEREMONY FOR COMMISSION

Mark Mitchell

4. ROLL CALL

Greg Clifford, Ed Hedges, Dave Goldstein, Arnie Arneson, Mark Mitchell, and Steven Bender
MOTION: Ed Hedges made a motion to excuse Brad VonWichman from tonight's meeting.

SECOND: Dave Goldstein

DISCUSSION: None

VOTE: Motion passed unanimously

ADMINISTRATION PRESENT

Naelene Matsumiya, City Clerk

Amy Pantaleon, Office Assistant

PUBLIC PRESENT

None

5. APPROVAL OF REGULAR MEETING AGENDA

MOTION: Arnie Arneson made a motion to approve the regular meeting agenda as is

SECOND: Mark Mitchell

DISCUSSION: None

VOTE: Motion passed unanimously

6. APPROVAL OF MINUTES

MOTION: Arnie Arneson made a motion to approve the October 4, 2019 Regular Meeting Minutes and the November 15, 2019 Special Meeting Minutes as is.

SECOND: Dave Goldstein

DISCUSSION: None

VOTE: Motion passed unanimously

7. **HARBORMASTER AND CHAIRPERSON REPORT**

Greg Clifford reported that there is no update yet about an incoming Harbormaster. He expanded on the topic briefly. Ed Hedges asked about the Delong Dock. Commission discussed.

8. **UNFINISHED BUSINESS**

A. FY 2020 Budget

Greg gave a summary of budgetary discussions of the City Council. Commission discussed the following topics at length: Adjustments, water/wasterwater rates, insurance audits, and department moto pools.

Greg stated that he will give the Council the Commission's recommendation to approve the budget as is. Commission directed the City Clerk to remove the item from future agendas.

B. Head of the Bay Project

Dave Goldstein shared his concerns with the Commission. Commission discussion ensued. Greg stated he will meet with the City Manager and will update the Commission.

9. **NEW BUSINESS**

A. Policy and Procedures

The Commission agreed that it is time the Policy and Procedures is approved. Greg stated that now is the best time for approval so that they are set in place for when the City gets a new Harbormaster. Naelene Matsumiya offered her help in removing minor notes and making small adjustments with the City Clerk before submittal for approval.

MOTION: Mark Mitchell made a motion to have Dave Goldstein represent the Commission on the Policy and Procedures finalization with the City Clerk

SECOND: Arnie Arneson

DISCUSSION: None

VOTE: Motion passed unanimously

B. Fee Schedule

Greg stated that he's willing to do more research on other municipalities and their fee schedules and report back to the Commission.

C. Delong Dock Discussion

The Commission expressed the importance of the Delong Dock to be a priority for the City. Discussion on ways the Delong Dock will benefit the City ensued.

10. **MISCELLANEOUS BUSINESS**

None

11. **COMMISSION COMMENTS**

Commission discussed the following:

-*Wait list* to be added to next Regular Meeting Agenda.

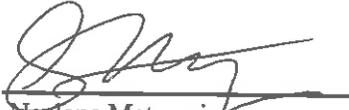
12. **CITIZENS COMMENTS**

None

13. **ADJOURNMENT:**

Meeting was adjourned at 7:49 pm.

ATTEST:



Naelene Matsumiya
City Clerk



Greg Clifford
Commission Chairperson

**CITY OF WHITTIER, ALASKA
ORDINANCE #01-2020**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA
AMENDING WHITTIER MUNICIPAL CODE SECTIONS 2.54.020(B) TO AMEND
MEETING FREQUENCY OF THE PORT AND HARBOR COMMISSION.**

WHEREAS, the City of Whittier is the municipal government for Whittier, Alaska; and

WHEREAS, the Port & Harbor Commission currently meets every first Friday of every month at 7:00 pm; and

WHEREAS, the Port & Harbor Commission has determined that the needs of the City and Harbor would be better served by having the Commission meet every first Thursday of every month; and

WHEREAS, the Whittier City Council has determined that the Port and Harbor Commission hold regular meetings every first Thursday of each month. These meetings will be held at a date, time and place as set by the Commission; and

WHEREAS, the Commission shall hold Special meetings at the discretion of the chairperson or by a majority of the voting members.

THE WHITTIER CITY COUNCIL HEREBY ORDAINS;

Section 1: Classification. This ordinance is general and permanent in nature and shall become a part of the Whittier Municipal Code.

Section 2: Amendment of Chapter 2.54.020 (B). Whittier Municipal Code Chapter 2.54.020 (B) is hereby amended to read as follows [new language is underlined]:

The Commission shall establish rules of procedure providing that there be regular meetings of the Commission. The Port and Harbor Commission shall hold ~~four meetings annually during the months of March, April, September, and October~~ regular meetings every first Thursday of each month at a date, time and place as set by the Commission. Special meetings may be called at the discretion of the chairperson or by a majority of the voting members of the Commission. No member shall miss more than three consecutive regular meetings or three unexcused meetings. All meetings of the Commission shall be open to the public.

Section 3: Effective Date. This ordinance is effective immediately upon adoption.

Introduction date: January 21, 2020
Public Hearing:

ATTEST:

Naelene Matsumiya
City Clerk

Dave Dickason
Mayor

Ayes:
Nays:
Absent:
Abstain:

**CITY OF WHITTIER, ALASKA
ORDINANCE 04-2019**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, AMENDING THE WATER AND WASTEWATER TARIFF AND PROVIDING FOR A 1.317% INCREASE TO ALL RATES AND CHARGES EFFECTIVE JANUARY 1, 2020 PLUS A 5.0% INCREASE EFFECTIVE OCTOBER 1, 2020, AND PROVIDING FOR AUTOMATIC ANNUAL ADJUSTMENTS EFFECTIVE WITH THE FIRST BILLING CYCLE EACH YEAR THEREAFTER, BY AN AMOUNT EQUAL TO THE THREE PREVIOUS FULL YEARS' AVERAGE INCREASE IN THE CPI

WHEREAS, the City of Whittier is responsible to operate and maintain safe, reliable and adequate water resources and sewer resources and services to serve the needs of residents, businesses and visitors to the community of Whittier and;

WHEREAS, the City of Whittier accepts state and federal capital grant funding for water and sewer system improvements and to qualify for low-interest loans and bond financing for capital infrastructure, must be able to demonstrate the adequacy of utility rates as well as the financial capacity for debt repayment; and

WHEREAS, the City of Whittier desires to provide adequate fee-based rates sufficient to cover current operating costs, maintenance, repairs, depreciation, debt service and replacement of existing systems, plus capital expansion as required by WMC 13.04.150 and 13.12.170; and

WHEREAS, the City of Whittier has not increased water or sewer rates for the City's utility since 2006, and between 2006 and 2018 the consumer price index increased by 27.6%, resulting in a significant loss of purchasing power by the utility necessary to maintain and replace existing utility infrastructure and equipment, and keep up with increased cost of operations; and

WHEREAS, the City of Whittier's enterprise funds are operated in a manner similar to business entities and should establish charges sufficient to cover the full cost of providing services including direct and indirect costs of operations and maintenance, overhead, and system expansion; and

WHEREAS, to acknowledge the need for additional funding for the utility, the administration recommends incremental rate increases in order to avoid "rate shock" to customers, but to ensure the sufficiency of funding needed to maintain current operations and ensure the viability of utility equipment and infrastructure in the near future; and

WHEREAS, the proposed rate increase for all water and sewer rates is established at 1.317% beginning January 1, 2020 plus an additional 5.0% increase effective October 1, 2020, and thereafter, all water and sewer rates are increased effective the first billing cycle of each year, by an amount equal to the three previous full years' average increase in the Anchorage consumer price index for all urban consumers (for example, January 1, 2021 rates will increase based on the three-year average CPI for 2017, 2018 and 2019).

NOW, THEREFORE, THE WHITTIER CITY COUNCIL ORDAINS: the following rate schedule shall apply to all water and sewer services within the City of Whittier and shall be reviewed as required by 13.04.150 and 13.12.170.

Section 1. **Classification** This is a non-code ordinance.

Section 2. **Effective Date** The water and sewer rates set out in this ordinance become effective with the first billing cycle of January 2020 and the billing cycle in October 2020, with subsequent rate increases being effective the first billing cycle of January each year thereafter.

Section 3. **Automatic Rate Adjustments** Beginning January 1, 2021 and each January 1 thereafter, all Water and Sewer Rates are to be adjusted annually beginning the first billing of each calendar year to reflect an average of the three previous published years' annual increases in the Consumer Price Index, All Items, 1982-84=100 for all Urban Consumers, Anchorage, Alaska Area ("CPI") as published by the United States Department of Labor, Bureau of Labor Statistics. (For example, 2021 rates will reflect an increase based on the average CPI for 2017-2019).

WATER RATE SCHEDULE RECURRING SERVICE CHARGES

The rates and charges shown on Schedules A through C are the monthly service charges for water service only. Assessments, contributions in aid of construction or charges for specific services beyond the scope of normal water services (e.g., special construction of a long service line; repair of damage which was the responsibility of the customer) are in addition to the monthly service charges.

Schedule A - Unmetered Residential Accounts

This schedule applies to unmetered residential accounts including single-family, duplex, triplex and multiple-family buildings with a service connection no larger than 1". The monthly service charges the Utility bills each account are comprised of a Usage Charge for each dwelling unit and a Customer Charge.

	<u>1/1/2020</u>	<u>10/1/2020</u>
Monthly Service Charges:		
Usage Charge (per dwelling unit)	\$47.79	\$50.18
Customer Charge (per account)	\$16.36	\$17.18

Schedule B - Metered Commercial and Multiple-Dwelling-Unit Residential Accounts

This schedule applies to metered commercial and residential accounts including duplex and triplex, mobile home parks, and multiple-family buildings. The monthly service charges the Utility bills each account are comprised of a Volume Rate for each 1 gallon of water consumed and a Customer Charge and a Meter Charge for each meter used which varies according to the size of the meter(s) used.

Metering requirements are contained in chapter A of the **Customer Rights and Responsibilities** section. (see **Rules and Regulations of the Whittier Water & Wastewater Department**)

	<u>1/1/2020</u>	<u>10/1/2020</u>
Volume Rate per 1 Gallon	\$0.007234	\$0.007596
Customer Charge (per account)		
Service Size		
Less than 1"	\$14.10	\$14.81
1"	\$16.17	\$16.98
1 ½"	\$24.80	\$26.04
2"	\$34.16	\$35.87
3"	\$56.05	\$58.85
4"	\$87.36	\$91.72
6"	\$258.05	\$270.96

Schedule C Special Customers

(1) Temporary construction service to a parcel using the service line that will serve the building under construction. Customers in need of water service under this schedule must obtain a permit. The monthly service charges shall be those specified in Schedules A or B above.

(2) Temporary off-site construction or other use requiring a connection to a fire hydrant. Customers in need of water service under this schedule must obtain a permit. The monthly service charges are specified below.

<u>Monthly Service Charges</u>	<u>1/1/2020</u>	<u>10/1/2020</u>
Volume Rate per 1 Gallon	\$0.007234	\$0.007596
Customer Charge (per account)		
Service Size		
Less than 1"	\$14.10	\$14.81
1"	\$16.17	\$16.98
1 ½"	\$24.80	\$26.04
2"	\$34.16	\$35.87
3"	\$56.05	\$58.85
4"	\$87.36	\$91.72
6"	\$258.05	\$270.96

Water Meter Charge

A monthly water meter charge shall be collected from users for water meters owned by the utility.

<u>Meter/Service Size</u>	<u>1/1/2020</u>	<u>10/1/2020</u>
	Monthly Charge	
Less than 1"	\$5.75	\$6.04
1"	\$14.39	\$15.11
1 ½"	\$21.58	\$22.66
2"	\$28.77	\$30.21
3"	\$43.16	\$45.32
4"	\$57.55	\$60.43
6"	\$86.32	\$90.64

SEWER RATE SCHEDULE RECURRING SERVICE CHARGES

Commercial Wastewater Service Adjustment

Monthly billings may be adjusted for a commercial service that consumes water that is not returned to the municipal wastewater system. In order to qualify for an adjustment, the customer must petition the City either separately meter the water that is not returned to the wastewater system, and demonstrate that the separately metered water will not enter the wastewater system or separately meter the water that is returned to the wastewater system. Upon review and approval, the City will deduct the volume of separately metered water that is not returned to the wastewater system from the total metered use prior to calculation of the volume charge each month.

RESIDENTIAL DOMESTIC AND COMMERCIAL SERVICE

<u>Schedule A - Unmetered Accounts</u>	<u>1/1/2020</u>	<u>10/1/2020</u>
Usage Charge (per dwelling unit)	\$47.79	\$50.18
Customer Charge (per account)	\$12.10	\$12.70

Schedule B - Metered Commercial and Multiple-Dwelling-Unit Residential Accounts

Volume Rate per 1 Gallon of water usage	\$0.007234	\$0.007596
Customer Charge (per account)	\$12.10	\$12.70

NONRECURRING SERVICE CHARGES AND FEES

Water turn-on/turn-off (per visit)

During business hours	\$67.38	\$70.74
During non-business hours	\$188.96	\$198.40

Fees for water service connections installed by WWWD.

This charge includes permit and inspection fees.

1"	\$688.96	\$723.40
1 ½"	\$835.87	\$877.66
2"	\$992.91	\$1042.55
3"	\$1175.28	\$1234.04
4"	\$1403.24	\$1473.40
5"	\$1656.53	\$1739.36
6"	\$1980.75	\$2079.78
8"	\$2340.42	\$2457.44

Temporary off-site construction service annual permit

Per vehicle for tanker trucks	\$45.80	\$48.09
Per site for non-vehicle projects	\$45.80	\$48.09
Permit administration fee	\$45.80	\$48.09

Other fees and charges

Reconnection or restoral charge	\$151.98	\$159.57
Unauthorized turn-on/turn-off	\$151.98	\$159.57
Dishonored checks	\$35.00	\$35.00

ENACTED BY THE CITY COUNCIL OF THE CITY OF WHITTIER, this 23rd day of December, 2019.

Introduced By: Dave Dickason
Introduction Date: 23 December 2019
Public Hearing:

ATTEST:

Naelene Matsumiya
City Clerk

Dave Dickason
Mayor

Ayes:
Nays:
Abstain:
Absent:

**CITY OF WHITTIER, ALASKA
RESOLUTION #01-2020
CHECK SIGNERS**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, A
MUNICIPAL CORPORATION, AUTHORIZING ADMINISTRATION AND CITY COUNCIL
CHECK SIGNERS.**

WHEREAS, there have been some recent changes in personnel and elected officials in the City government;
and

WHEREAS, in order to use the funds deposited, the City must have signers for the account who are responsible for the funds;

NOW THEREFORE, the Whittier City Council resolves that:

Section 1: City Manager, Jim Hunt; Assistant City Manager, Annie Reeves; City Clerk, Naelene Matsumiya; Public Works Director, Scott Korbe and Public Safety Director, Andre Achee are authorized to sign checks and other documents required by City fiscal ordinances to be signed by two City representatives.

Section 2: The Mayor, Dave Dickason; Vice Mayor, Peter Denmark; Council Members, David Pinguoch, Montgomery Irvin, Victor Shen, Debra Hicks and Thomas Wagner are authorized to sign checks and other documents identified in Section 1.

Section 3: One signature of a person named in Section 1 and one signature of a person named in Section 2 are hereby required to endorse checks, drafts and other orders for and on behalf of the City of Whittier; provided, if a check, draft, warrant or other document is presented unendorsed for deposit to the credit of the City, the depository institution may supply the required endorsement.

Section 4: The City Manager or the City Clerk is authorized to order the telephone transfer of funds on behalf of the City of Whittier directly to another institution where the City has established an account, provided that prior to any transfer, sufficient documentation establishing the receiving account has been provided to the transferring institution by the institution designated to receive the funds, and that said documentation is signed as required in Section 3.

Section 5: The City Manager or the City Clerk may delete names of signers from City accounts when the person no longer holds the office designated in this Resolution.

Section 6: The City Manager, or the City Clerk are authorized to obtain account information by phone or letter.

Section 7: This Resolution shall become effective upon adoption.

PASSED AND APPROVED by a duly constituted quorum of the Whittier City Council on this 21st day of January 2020.

Introduced by: Jim Hunt
Introduction date: January 21, 2020

ATTEST:

Naelene Matsumiya
City Clerk

Dave Dickason
Mayor

Ayes:
Nays:
Absent:
Abstain: