



Whittier City Council Regular Meeting Packet



June 20, 2023



CITY OF WHITTIER

*Gateway to Western Prince William Sound
PO Box 608 | Whittier, Alaska 99693 | 907.472.2327*

June 20, 2023

7:00 p.m.

Council Chamber

Dave Dickason
Mayor
Term Expires 2025

Peter Denmark
Vice Mayor
Term Expires 2023

Victor Shen
Council Member
Term Expires 2024

Tom Wagner
Council Member
Term Expires 2025

Daniel Blair
Council Member
Term Expires 2025

David Pinquoch
Council Member
Term Expires 2023

Arlen Arneson
Council Member
Term Expires 2023

James Hunt
City Manager

Jackie C. Wilde
Assistant City Manager

Shelby Carlson
City Clerk

Holly Wells
City Attorney

1. CALL TO ORDER

2. OPENING CEREMONY

3. ROLL CALL

4. CITIZEN COMMENTS ON ANY AGENDA ITEM EXCEPT THOSE ITEMS SCHEDULED FOR PUBLIC HEARING *Those who have signed in will be given the first opportunity to speak on any agenda item except those scheduled for Public Hearing. Time is limited to two (2) minutes per speaker and thirty (30) minutes total time for this agenda item.*

5. APPROVAL OF AGENDA AND CONSENT AGENDA *Approval of Consent Agenda passes all routine items indicated by asterisk (*). Consent Agenda items are not considered separately unless a council member requests. In the event of such a request, the item is returned to the Regular Agenda.*

6. PRESENTATIONS AND REPORTS

- A.** Presentations – PWS Ferry Authority Feasibility Study.....**pg 4**
- B.** Mayor’s Report
- C.** Vice Mayor’s Report
- D.** City Manager Report – *City Manager’s Report includes, among other things, the Finance Director Report and the Water/Wastewater Manager Report.....pg 15*

7. NEW BUSINESS

A. ORDINANCES FOR INTRODUCTION

- 1. ORDINANCE 2023-003** An Ordinance Repealing Article III of WMC Chapter 3.36 Entitled, “Lease of City Lands” and Enacting Chapter 3.38 Entitled, “Lease of City Lands” to Require a Lease Allocation Plan that Applies to Leases and Subleases with the City and Codifying Leasing and Subleasing Procedures Imposed by the City.....**pg 24**

B. RESOLUTIONS

1. **RESOLUTION 2023-019** A Resolution Approving Repairs to C-Float Resulting from an Electrical Fire Caused by Wear-and-Tear Damage to Electrical Wires in an Amount not to Exceed \$78,000, and Appropriating Funds.....**pg 43**

C. OTHER NEW BUSINESS ITEMS

1. *Approval of the May 9, 2023 Regular Meeting Minutes.....**pg 46**
2. Whittier Food Bank
3. Scheduling City Council Policy and Procedure Manual Committee Meeting
4. Scheduling City Attorney Review

8. INFORMATIONAL ITEMS AND REPORTS *(No Action Required)*

- A. April 2023 Financial Reports for the City of Whittier *Please see City Council packet which contains monthly Financial Statements*.....**pg 53**
- B. EPA Brownfield Grant Letter and Fact Sheet.....**pg 102**
- C. Wharfage Audit Response.....**pg 104**
- D. Federal Status Report – May 2023.....**pg 129**
- E. 1st Special Session Report 2023.....**pg 135**
- F. Parks and Recreation Committee Meeting Minutes.....**pg 139**
- G. Port and Harbor Commission Meeting Minutes.....**pg 143**
- H. This Month in History, Issue 5.....**pg 146**
- I. Upcoming Scheduled Meetings.....**pg 147**

9. COUNCIL COMMENTS

- 10. CITIZEN DISCUSSION** *Those signed in will be given the first opportunity to speak on any subject over which the Council has control. Time is limited to five (5) minutes per speaker.*

11. COUNCIL AND ADMINISTRATION RESPONSE TO CITIZEN COMMENTS

12. EXECUTIVE SESSION

- A. Historical Lease Findings – per Whittier Municipal Code 2.08.040(B)(1), matters that, if immediately disclosed, would tend to adversely affect the finances of the city and per Whittier Municipal Code 2.08.040(C), to discuss legal matters or receive legal advice from an attorney.
- B. City Attorney Requested – per Whittier Municipal Code 2.08.040(C), at the request of the city attorney, meet in executive session to discuss legal matters or receive legal advice from an attorney, including, but not limited to, matters of pending or anticipated litigation, recommendations regarding proposed city council action having serious legal implications, or other legal matters the disclosure or public discussion of which will or may tend to adversely affect the legal or financial positions of the city. All discussions with the city attorney of legal matters considered pursuant to this section shall be confidential.
- C. City Manager Contract Negotiation – per Whittier Municipal Code 2.08.040(B)(2), matters that would tend to injure the reputation of a person; provided, however, that the person may request a public discussion.

13. ADJOURNMENT

June 2023

Prince William Sound Ferry Authority Feasibility Study



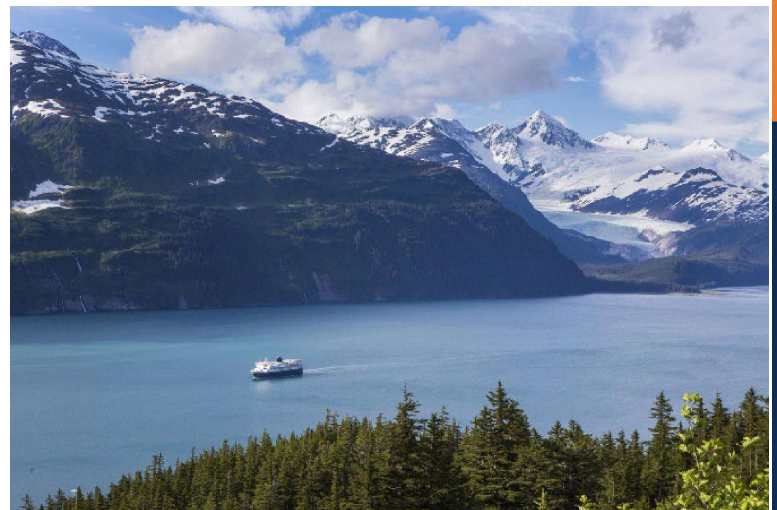
Celebrating 50 Years

PREPARED FOR:

Prince William Sound Economic Development District

Purpose

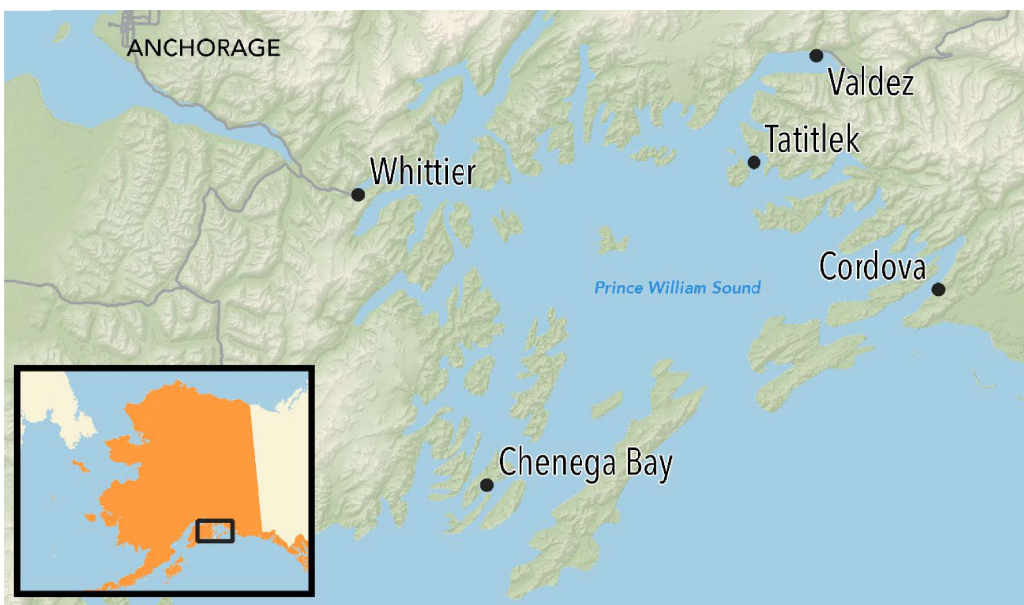
- To assess the viability of a regional ferry authority to provide reliable and sustainable ferry service in the Prince William Sound that meets community needs.
- Context:
 - Declining state support for AMHS
 - Increasing service disruptions



Scope of Work

- Analysis of historical AMHS traffic and revenue data for PWS
- Analysis of PWS ferry service operating costs
- Vessel construction/acquisition costs
- Analysis of operating and non-operating revenues
- Pro forma annual cash flow and risk analysis
- Public engagement
 - Stakeholder interviews
 - Community and Tribal council meetings
 - PWSEDD guidance

Study Area



Route Distances, PWS

Port Pair	Nautical Miles
Cordova-Whittier	97
Valdez-Whittier	78
Cordova-Valdez	74
Chenega Bay-Whittier	67
Tatitlek-Valdez	22
Tatitlek-Cordova	50

Study Area

Prince William Sound Community Populations and Trends, 2022

Year	Chenega Bay	Cordova	Tatitlek	Valdez	Whittier	Total
2022	59	2,566	81	3,950	253	6,709
Change since 2010	-22%	+15%	-8.0%	-0.1%	+13%	+1.7%

- Regional population almost 7,000
- Overall slight growth over last decade
- AK Dept. of Labor projects long-term population decline in the region (0.5% loss over 20 years)



Source: Alaska Department of Labor & Workforce Development, calculations by McKinley Research Group.
 Note: An additional 105 residents live outside the communities listed in the table and are excluded from the total.

Route Duration

PWS Ferry Route Service Durations

	Round Trip Hours
Whittier to Cordova	15.24
Whittier to Valdez	12.14
Whittier to Tatitlek	10.36
Whittier to <u>Chenega Bay</u>	11.38

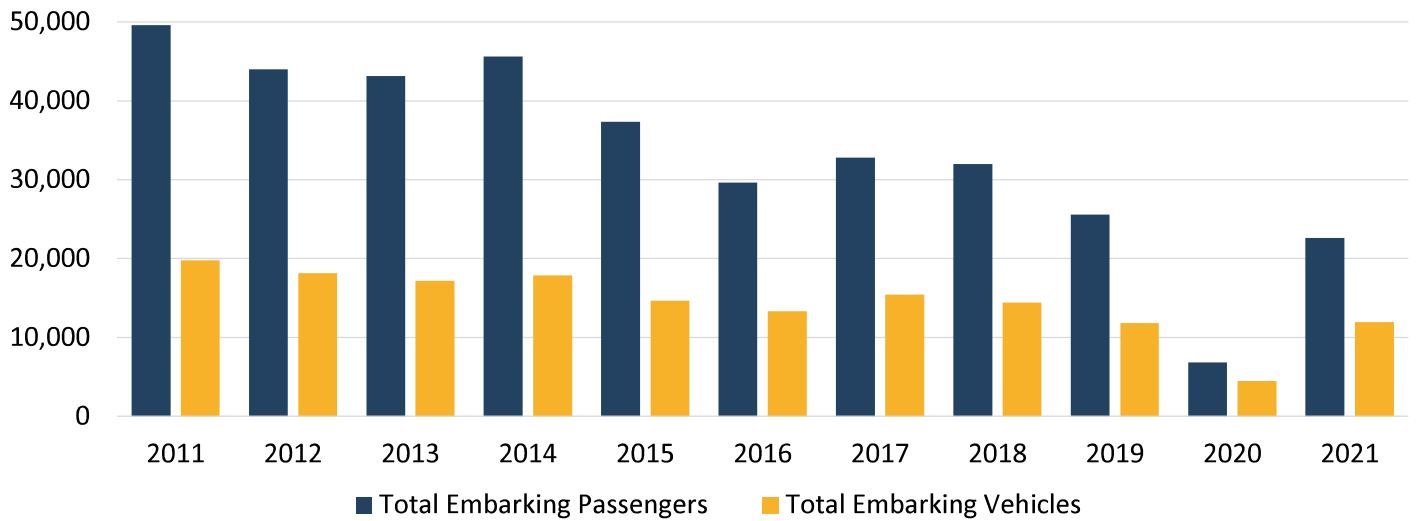
- US Coast Guard regulations limit a single crew to a 12-hour shift
- Whittier-Cordova round-trip exceeds 12 hours
- Whittier-Valdez round-trip may be eligible for an exemption

Source: Coastwise Corporation

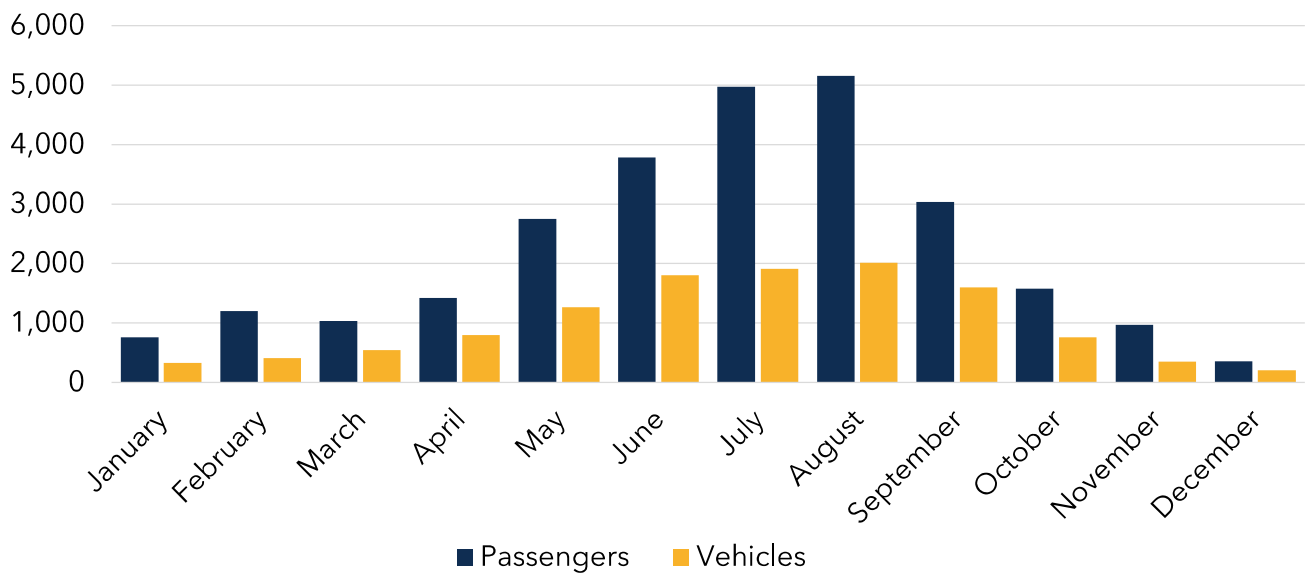
Note: Assumptions include a vessel speed of 15 knots and 60-minute turnaround time.



PWS Ferry Traffic History



Monthly PWS Embarking Passengers and Vehicles, 2018

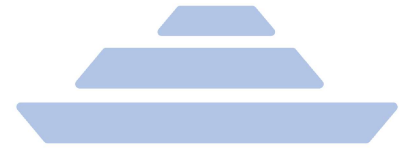


AMHS Revenue in Prince William Sound

Port Pair	2011	2014	2015	2017	2019	2021
WTR-CDV	\$1,177,785	\$1,316,702	\$1,156,735	\$958,868	\$675,079	\$686,465
CDV-WTR	\$1,179,458	\$1,321,725	\$1,152,031	\$931,498	\$699,393	\$650,720
VDZ-WTR	\$1,362,189	\$1,377,461	\$1,034,817	\$621,862	\$443,764	\$510,342
WTR-VDZ	\$905,928	\$961,622	\$683,026	\$532,736	\$514,196	\$335,951
CDV-VDZ	\$220,644	\$140,818	\$158,583	\$100,650	\$50,451	\$30,200
VDZ-CDV	\$232,978	\$142,626	\$138,575	\$102,149	\$57,114	\$37,868
All Other	\$77,280	\$69,016	\$64,608	\$44,790	\$51,547	\$24,893
PWS Total	\$5,156,262	\$5,329,970	\$4,388,375	\$3,292,553	\$2,491,544	\$2,276,439

What is a Ferry Authority?

Ferry Authority Overview



Alaska Municipal Port Authority Act (AS 29.35.600-730)

- Muni government(s) create authority by ordinance as political subdivision of municipality, requires voter approval - parallel ordinances if multiple munis

Provisions include:

- Governed by board of directors
- Power to borrow money, issue bonds, eminent domain
- Access to public funds
- Subject to open meetings act
- Development plan must be approved by all participating municipalities

Potential Advantages

- May be more responsive to local needs
- May offer operational/management autonomy - innovation, flexibility
- Responsibility shared across munis
- Munis are shielded from liability
- Eligible for public funding, tax exempt
- IFA provides model and lessons

Potential Challenges

- Enormous up-front investment of time, money, and effort
- Only munis are eligible - excludes partners like Tribes (unless change statute)
- Time and political effort to maintain alignment among partners
- Uncertainty about state and federal aid
- Potentially weaken AMHS



Potential Opportunities for Innovation: Examples

Partnership Ideas

- Backhaul waste and recyclables
- Freight delivery
- Ground transportation (especially Whittier-ANC)

Operational Improvements

- Establish schedules with more lead-time
- Flexible cancellation policies and/or ticketing
- Driver-rides-free winter promotion

Management Improvements

- Proactive planning for scheduled and unscheduled vessel maintenance
- Holistic ferry infrastructure planning

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 **McKINLEY RESEARCH**
GROUP, LLC

Service Models

• Single Dayboat

- Basic service at lowest cost
- No regular back-up service (potentially contracted - likely passenger-only)

• Two Dayboat Fleet

- Better service capacity, flexibility
- Allows for planned and unplanned service back-up
- Slightly higher operating costs

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Service Model Overview

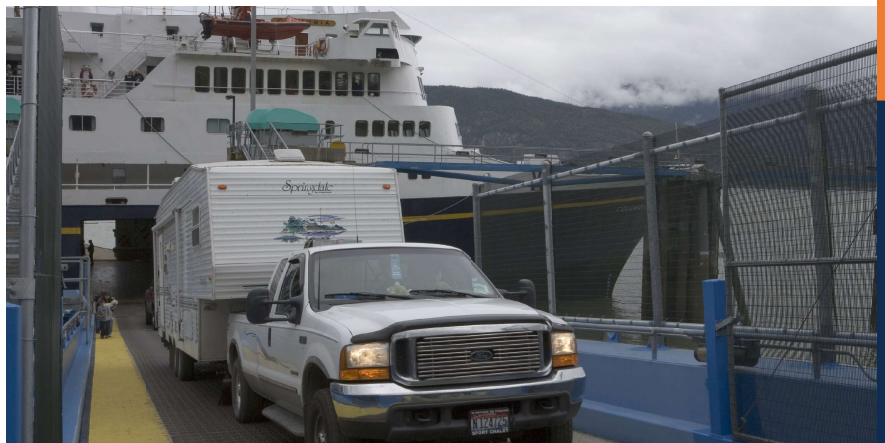
Service Model	Est. Annual Operating Costs	Key Advantages	Key Disadvantages
Single Large Dayboat	\$7.6 million	<ul style="list-style-type: none"> Least expensive to operate Lowest vessel construction costs 	<ul style="list-style-type: none"> May not meet peak demand No backup for maintenance and other service disruptions
Two Dayboats	\$7.7 million	<ul style="list-style-type: none"> Better meet peak demand Flexibility to meet fluctuating demand Provides back-up service Likely generate more revenue 	<ul style="list-style-type: none"> Slightly more expensive to operate than single dayboat Higher vessel construction costs
24-Hour Boat	\$15.6 million	<ul style="list-style-type: none"> Can operate beyond 12-hour day 	<ul style="list-style-type: none"> Most expensive to operate No backup for maintenance and other service disruptions



Source: McKinley Research Group and Coastwise Corporation analysis
 Note: Operating costs for each service model include an estimated \$2 million for vessel maintenance, terminal operations, and administration.

Vessel Acquisition

- New construction
 - Very high cost
 - Infrastructure Act funds
 - Funds for low-emission ferries
- Lease or purchase AMHS vessel
 - Aurora (45 years old)
 - ACFs (Southeast deployment)



Potential Outside Funding Sources

Federal

- Formula funds (e.g., Formula Grants for Rural Areas)
- Special funds (e.g., low-emission ferries)
- Competitive grants

State

- Assumption: general fund support less than or equal to savings to AMHS
- *Significant uncertainty/potential volatility*

Other

- Local aid
- Private partnerships
- Tribal partnerships
- *Requires strong relationships/collaboration, possible statutory changes*



Potential Pathway to a Ferry Authority

Phase	Estimated Timeline	Key Tasks
Groundwork	Years 1-2	Planning, information gathering, building support
Establishment of ferry authority	Years 2-5	Passage of enabling ordinances, appointment of board
Establishment of ferry service	Years 5-10 or beyond	Securing funds, assets, and staff; launching service





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Preliminary Cost Analysis

Operations Costs - Inter-Island Ferry Authority Example

Operating Budget Cost Category	FY2023
Vessel Operational Expense	\$2,420,126
Administrative Activities	\$945,331
Engineering & Maintenance Activities	\$775,587
Terminal Activities	\$373,842
Marketing Activities	\$25,059
Contracted Services Activities	\$27,235
Total Expenses	\$4,567,180

- IFA provides daily round-trip dayboat service between Hollis and Ketchikan
- Route is 31 nautical miles each way
- Operates at 70-75% cost recovery
- PWS system more complex with multiple ports and longer route distances

Vessel Profiles

Vessel	Length (ft)	Vehicle Capacity	Passenger Capacity	Service Speed (knots)	Crew	Weekly Operating Cost
Aurora	235	33	300	14.5	24	\$208,000
Tazlina/Hubbard	280	53	300	16.5	10-14	\$180,000
Lituya	181	15	149	11.5	5	\$22,000
IFA Vessels	198	30	160-190	15	5	\$47,000

To: Whittier City Council
From: City Manager Jim Hunt
Re: City Manager Report for June 2023 Council Meeting

Introduction

The purpose of this report is to provide the Whittier City Council and the public a brief summary of the City of Whittier (“City”) projects Administration worked on and advanced during May and June 2023, and to provide City Council and the public a brief introduction to the projects the City anticipates tackling in the near future.

Summary of Projects

The following is a summary of the projects to which I, and City Staff, dedicated significant portions of time this month:

We are awaiting SCR new grant request news
Attended Alaska Mariculture Alliance webinar
Attended USGS-NOAA Barry Arm meeting
Fire Chief candidates interviewed. An offer of employment is out.
Attended PWS Economic Development meeting

Council Lobbying and Legal Reform Priorities

I, along with the staff, worked diligently on several projects identified by City Council as priorities, including:

- City of Whittier was awarded a EPA Multi-purpose grant for the Buckner Building
- Senator Murkowski has added \$5. million dollars for the Buckner Building to the 2024 Congressional Directed Spending Appropriation Bill
- Senator Murkowski has added \$1.9 million dollars for the City’s wastewater project to the 2024 Congressional Directed Spending Appropriation Bill
- Continued communication and meetings with our legal firm regarding our past and current priorities.
- D.C. Trip was very successful
- Continual conversations with our state and federal lobbyists
- Scheduling an all-stakeholders meeting for the Head of the Bay

Assistant City Manager Monthly Report

- Planning and Zoning work session
 - Continued commissioner training certification
- Lease Working Group update: once Legal and Finance have reviewed the draft lease ordinance, per the request of Finance, an additional work session will be scheduled to review the additional amendments with hopes to bring forward for introduction at the July meeting.
 - Continued work on individual leases

- Working with Engineering firm regarding:
 - GIS
 - Lease Parcel Maps
 - Zoning
 - Reordered and amended surveys
- Continued work on individual leases
- Received MPM/MPE certification

City Clerk Monthly Report

Mark your calendars for the Alaska Municipal League 73rd Annual Local Government Conference, December 4th – 8th! December 4th is focused on elected officials, which offers topics for both newly elected and “expert” elected officials.

Last month, I virtually attended a Government Social Media conference and traveled to the International Institute of Municipal Clerks conference in Minnesota. I gained a new appreciation for my role as clerk and schooled up on several of my duties, discovering new resources for things like elections and our website.

This month, I am missing the Council meeting to attend the Northwest Clerk’s Institute Professional Development class, which will provide even more points towards my Certified Municipal Clerk certification.

Current projects include the continuation of record retention, development of a council policy and procedures manual, development of a social media policy and subsequent plan, continuous website improvements, and assisting the Chamber of Commerce with planning the annual Fourth of July festivities.

Finance Monthly Report

This report reflects an abbreviated look at finance-related activities through the end of May, 2023, plus preliminary 2023 financial results through April 30, 2023. The financial results include the budgeted interfund transfers approved in the 2023 Operating Budget, plus all supplemental 2023 appropriations passed by the City Council after approval of the 2023 budget.

Audit Fieldwork

The City has completed the annual financial audit fieldwork with Altman Rogers, through April 28, 2023, with the exception of finalizing new GASB87 requirements to record the effects of City leases both as Lessee and Lessor. As a result of the GASB87 Project taking longer than expected, we expect the financial statements will be finalized in June and presented to the City Council in a work session in July.

Grants

The City has been awarded two new grants. The first is for the Well Field Upgrades in the amount of \$1,230,000, thanks to assistance from Senator Lisa Murkowski. The second is for an EPA Brownfields multipurpose grant in the amount of \$800,000 which will be used to conduct Phase I and Phase II environmental site assessments, develop cleanup plans, conduct cleanup activities, and support community engagement activities. The priority target areas include the Buckner Building and fuel storage areas.

The City is once again partnering with ALPAR and the Prince William Sound Stewardship Foundation to facilitate the youth litter patrol program. Interviews are underway for the hiring of a program supervisor and youth interested in litter clean-up. We are still seeking additional applicants and interested individuals can apply for the job by visiting the City's website Employment tab at: <https://www.whittieralaska.gov/employment/>.

We previously announced the City's selection for funding from the State municipal harbor matching grant program. This funding is a 50/50 matching grant. Receipt of final grant funding is dependent on Governor Dunleavy's signing the State capital budget, including funding for the State municipal harbor grant program. The finance director has been working with Council member Pinguoch on his PTBT plan which would provide a solution for funding harbor infrastructure assets into the future and would offer a specific funding source to repay capital-related debt. We scheduled a Council work session in June to discuss the proposal and will forward any resultant changes to the PTBT in an Ordinance. Following that, we will seek Council approval to apply for bond financing through the Alaska Municipal Bond Bank.

Grant Application – Transportation and Pedestrian Safety Action Plan

Staff is working to develop a grant application seeking to obtain up to \$100,000 to support development of a Transportation and Pedestrian Safety Action Plan. The Plan must be community-wide and prioritize safety improvements. The purpose of developing such a Plan is to allow the City to communicate with stakeholders, access funding and justify safety investment decisions. The plan will help identify pinch-points where conflicts exist between pedestrians and traffic, and prioritize methods to reduce conflicts, improve pedestrian safety, and reduce opportunities for traffic-related accidents and injuries. Whittier has unique roadway challenges such as railway crossings, bridges, non-standard curve delineation areas, narrow lane widths and shoulders, steep ditches, minimal sidewalks, unimproved bike paths, etc. With a Safety Plan in place, the City will become eligible to seek federal transportation funding to address transportation safety problems and improve pedestrian and traffic safety.

Proposed Changes to Tax Code

Staff have completed a draft Ordinance with proposed amendments to the Passenger Transportation Business Tax program as mentioned above to allow funding for future harbor capital infrastructure and assets. To offset lost revenues in the General Fund (where the PTBT Tax is currently applied), the proposal would reinstate the ground transportation tax, with that revenue to benefit the General Fund, while the water transportation tax would benefit the Harbor.

Staff completed a draft Ordinance with a comprehensive slate of proposed amendments to the sales tax code, reflecting the fact that the sales tax code has not been materially reviewed or changed since 2007. These proposed changes will also be brought forward for Council discussion at a work session scheduled in June. For Council consideration will be placing before the voters the question of whether to replace the seasonal sales tax with a year-round tax; ensuring tax exemptions continue for groceries and homeowner's dues; removing outdated language related to apportionment for taxability of certain transportation services; allowing for electronic notices; requiring exemption certificates prior to tax-exempt sales; clarifying the exemption for long-term residential leases; revising the definition of nonprofit entities so that for-profit activities and activities other than for public-purpose are not exempt from sales tax; clarifying that real estate brokers are not exempt from sales tax; exempting wholesale

food sales to a restaurant when food will be converted to a taxable prepared meal; requiring sales tax be paid by transportation companies when the PTBT tax rate is \$0; removing the exemption for passenger transportation services on a railroad; exempting sales to federally recognized tribes; clarifying sales for resale and intermediate sales (i.e. exempting from tax sales like bake sales, yard sales, used personal vehicle); clarifying business license requirements for multiple businesses; clarifying when maximum tax applies; clarifying multi-month rent is treated as separate monthly transactions as it relates to the tax cap; defining recreational sales on a per-person per-day basis; eliminate exemption for interstate freight hauling services; clarifying the point of taxation; removing the requirement to prepay estimated sales tax; authorizing the City to offset delinquent sales tax owed against the City's accounts payable; and other minor housekeeping changes.

Capital Projects – Lift Station

The Finance and Public Works Directors submitted a loan questionnaire to Alaska Department of Environmental Conservation for the Alaska Clean Water Fund Point Source Loan, requesting a loan in the amount of \$820,000 to replace the City's sole wastewater treatment plant (Lift Station #4/5). This facility is critical to the City's ability to avoid a catastrophic failure of the treatment plant which has suffered two critical pump failures in the past year. The City will hear by the end of June whether we are invited to submit a loan application. If so, the application will take between 3-6 months for final loan agreement, taking us to January 2024. If successful, we will likely propose to repay the \$820,000 loan over 20 years in annual payments of approximately \$48,000. This loan will have an option to redeem earlier, should funding become available.

Surplus Equipment, Vehicle and Vessel Sale

The City Council approved disposal of surplus City property including vehicles, heavy equipment, harbor vessels, generator sets, and scrap equipment. The URL address for more information is: <https://www.whittieralaska.gov/wp-content/uploads/2023-Surplus-Sale-Packet-05162023-reduced.pdf>. Interested parties should follow the instructions to submit SEALED bids by noon on Monday, July 17 to the City Clerk's office.

FINANCIAL ANALYSIS THROUGH APRIL

General Fund (Fund 01) Financial Analysis

Through April, 33.3% of the calendar year has expired. Total General Fund revenues (excluding transfers-in) are at 33.5% of budget. All 2023 Budgeted Transfers-in have been recorded. Most tax revenues are not reported/paid by businesses this early in the year. Federal grant revenues and related expenditures of \$28,333 are due to a direct payment by NOAA to the FSC vendor for purchase of tsunami warning system equipment. The revenue for the Girdwood Police Contract represents four months of billings through April. The Tunnel contract does not begin until May, so no revenues are recorded through April. Expenditures are at 21.7% of budget if we exclude transfers-out to other funds, or 40% if we include transfers-out to other funds. All Budgeted Transfers-out have been recorded. In the Police department, a budgeted transfer of \$20,000 was made to the Motor Pool and grant expenditures of \$28,333 were recorded related to the tsunami warning system equipment (paid for with federal funds).

Administration costs are at 39.1% with legal fees at 60.3% and travel and training at 226% of budget. Supplies costs exceed budget but will be offset by a reimbursement of \$23,000, bringing the budget-to-actual to 56.9% of budget through April. City Council department costs are at 26.3% and Public Safety

(Police) is on target at 32.8%. Fire and EMS costs are under-budget at 4.8% and 17.6% respectively, due primarily to not yet filling the two new positions being advertised for Fire/EMS Chief and Fire/EMS Captain. Public Works is under budget at 25.7%, with operating costs slated to increase in the summer season. Property and Facility costs are at 60% of budget primarily due to higher-than-expected heating fuel costs and the recording of insurance costs for one-half of the year in January. Parks and Recreation costs are at 21.7%, with summer trail maintenance costs slated to be incurred mid-summer. A transfer-out of \$248,160 reflects the City's matching funds for Shotgun Cove Road; the City is seeking grant funds to assist with the City's matching requirement.

Water/Wastewater Enterprise Fund (Fund 50) Financial Analysis

Water and Wastewater Enterprise Fund revenues and transfers-in are at 19.9% of budget through April and expenses and transfers-out are at 24% (42% if we exclude depreciation), with all budgeted transfers having been recorded. The water department's largest customers are summer-time users, so lower revenues are expected during through Spring. Expenses are higher due to transfers to other funds being recorded early in the year. At the end of April, Water/Wastewater Enterprise Fund cash balance is \$565,684 which represents sufficient reserves to fund 15.8 months of cash expenses. Funds set aside for capital infrastructure and asset repair and replacement in the Water/Sewer MRRF (Fund 75) totals \$1,243,211.

Harbor Fund (Fund 51) Financial Analysis

Through April, Harbor revenues and transfers-in are at 50% and expenses and transfers-out are at 27.9% (or 42.2% if we exclude depreciation). Harbor revenues are high through April due to annual moorage being billed for the entire year in January, bringing Preferential Moorage revenues to 90.2% of budget (\$485,712 actual versus \$534,990 budget). Most of the harbor's non-moorage related revenues and transient moorage revenue are generated during the summer, so are lower than budget through April. Interest revenue is higher than budgeted due to the rise in interest rates. However, as interest rates rise, unrealized losses on bonds will offset interest earnings until bonds are sold. The City does not sell bonds other than at maturity. Harbor expenses are at 27.9% through April. Depreciation expense has not yet been recorded but bond principal payments for the year have been made, as have one-half of annual bond interest payments. At the end of April, Harbor Enterprise Fund cash balance is \$1,096,479 which represents sufficient reserves to fund 7.2 months of cash expenses. Funding aside for major repair and replacement in the Harbor MRRF Fund (Fund 73) totals \$1,244,186. The City is awaiting word on whether the Governor will sign the State of Alaska FY24 Capital Budget which currently includes funding for the State Municipal Harbor matching grant program. If that grant is funded, the City Council will determine how to finance the City's approximately \$5.0 million contribution to replacing one-third of the Harbor's float system that has reached the end of its useful life, plus to replace all timber pilings within the Small Boat Harbor with steel pilings.

Delong Dock Fund (Fund 53) Financial Analysis

Delong Dock sees revenues ramp up in May and thereafter, once fish arrives. Prior year wharfage fees were considerably lower than budget due to a slow fish year, so it remains to be seen how well revenues will keep pace with budget projections. Dock permits for Whittier Seafood and Copper River Seafood are reflected in "User Fees and Permits" account, and interest revenue is at \$7,217 through April, versus no estimated budget. Expenses and transfers-out are at 6.8% through April (19.7% excluding depreciation). At the end of April, Delong Dock cash balance is \$1,340,623 which is sufficient to cover

70 months of cash expenses, establishing capital reserves that will assist with matching grant funds for the replacement of the Delong Dock in the future.

Harbormaster Monthly Report

Administrative

- Staff continue to populate and familiarize themselves with the new MarineGo harbor management software.
- Seasonal admin assistant position has been filled welcome aboard to Rusty Delia.
- The new harbor Passport Application that allows patrons to pay for parking, camping and launch ramp is seeing a lot of use.
- We continue to see above average monthly transient boaters registering this year.
- Awaiting the Governor to finalize/sign the budget to determine if we have been awarded the Harbor Municipal Grant Funding (\$4.5m).
- Attended several TBMP meetings via Zoom. Main topic was bus traffic, and the team has been extremely successful in limiting bus traffic and congestion in town with our early requests to keep them from in front of the BTI, parking in the triangle and around our harbor parking lot. The season is early, but results are good so far.

Operations

- Supplies to re-wire C float as a result of the electrical fire continue to slowly come in, expect to have the repairs completed mid-June.
- Server room rewire is in progress and will be completed the week of 12 June (CIP Project)
- LED High mast lights are in for the Delong Dock CIP project. Will be coordinating with Whittier/Copper River seafoods to complete install with least impact on operations. (CIP project).
- Fish pen operations were completed, staff released approx. 150,000 healthy coho, still awaiting the chinook.
- The sewage pump-out cart is in operation and being utilized.
- Purchased a small shed to store sewage cart out of the weather when not in use, located at top of gangway.
- Replacement floats to replace the fire damaged launch ramp floats have arrived in state and anticipate install by Harris Sand and Gravel mid-June.
- RV Restrooms have been placed in service for the season.
- The campground is open and seeing steady use.
- Responded to 2 vessels taking on water, both saved from sinking in the harbor.
- Delong dock is in full operation and fish are being brought across the dock.
- Participated in City wide spring clean-up.

Public Safety Monthly Report

May 2023 marks the start of the summer season for Public Safety.

We started our annual traffic contract with Webber (formally Ferrovia Services). This service contract utilizes existing personnel to fulfill. The contract will go through mid-September 2023.

On May 22, 2023, Whittier Police Department assisted the Whittier School and Parks and Recreation on the Whittier Bike Rodeo. All on-duty police officers participated in this safety event for school-aged

children. We would like to thank the Whittier School teacher who also assisted with this event. And to Victor Shen for putting this safety event together for Whittier.

Whittier Police Department participated in the national CLICK IT OR TICKET (CIOT) programs. This is a national grant program that is administered through the State of Alaska Department of Transportation. We participated in the Memorial Day portion of this grant. The grant provided 60 hours of traffic enforcement on Alaska highways for the Whittier Police Department. Our officers concentrated their efforts on Portage Highway, Seward Highway, and Alyeska Highway. During the grant period, Whittier Police Department conducted 123 traffic stops.

Whittier Public Safety conducted interviews with prospective candidates for the Fire/EMS Chief position. Oral Boards were conducted on May 23rd and June 5th. The oral board consisted of Fire Chief Michael Sweet (AAMT Fire Department), Chief Travis Peterson (Hope Fire Department) and Chief Achee (Whittier Police Department). At the conclusion of the boards, a recommendation was sent to the Whittier City Manager.

Officer Mark Hager attended a week's training in Fairbanks, Alaska. This training was a 40-hour course of development of a field training officer (San Jose Model). Officer Hager successfully completed this course of instruction.

On June 5, 2023, at approximately 1145 hours, Public Safety Dispatch received a call of a dumpster fire at Whittier Harbor. Volunteer Firefighters Rumley and Renner immediately responded to the scene and requested mutual assistance from the tunnel fire department. Both Whittier and AAMT Fire Departments arrived on scene. The fire was quickly placed under control and extinguished. No indications of foul play were discovered regarding the initiation of the fire. We would like to thank Volunteers Rumley and Renner for their quick response and service and AAMT Fire Department for their assistance in this fire incident. If you have any questions, please contact me.

Public Works Monthly Report

Equipment: Various preventative maintenance on equipment and vehicles, repair hydraulic leak on skid steer, heavy equipment inspections, and developing repair plans.

Sanitary Sewer: Lift Station #5 – Working with CRW to develop design/construction budget to replace the lift station. Working with Finance to fund the project through a SRF Loan and developing the bid package. The intent is to begin construction on the project September / October 2023. Submitted EPA monthly discharge report. ADEC – Inspection – ADEC was onsite 6-7-23 to inspect the wastewater system and record keeping. The inspection went well and no immediate findings found. The final report will be presented in September / October 2023.

Water: Well improvement project – CDS grant \$1.23 million, 2023 EPA Final Implementation Guidance received 4/20/2023. Finance, PW & CRW are working through the process currently. The intent is to put the project out for bid summer / fall 2023. Finance and PW are also working with the granting agency to waive the 20% match. Turned on twenty-two seasonal services. Annual valve inspection will take place as time allows.

Roads: Summer preparation for the summer season, including removing snow off sidewalks, opening up access points to infrastructure, opening up drainages in preparation for heavy rains, and placing signage.

Construction Projects: Sewer Lift Station #5 will have design and permit by June 2023 to replace lift station, replace 30-year-old controls and new weather tight panel box, demo existing enclosure, install new overhead electrical connection, install new ATS, prewire for dedicated generator. Waiting for notification of acceptance from ADEC on the application to the SRF loan/grant program submitted March 2023. Tentative schedule (dependent on funding): bid Summer 2023, construction Fall 2023.

Shotgun Cove Road (Second Salmon Run to Emerald Cove Trailhead) is shovel ready. Waiting for results of the Tribal Land Access Grant, \$43 million.

Well Field Upgrades are shovel ready. Notified on 4/20/2023 the project is funded (\$1.23 million) and working through the 2023 EPA Final Implementation Guidance. The Finance Director, CRW, and Public Works Director are going through the process for receiving the money and ensuring bidding documents meet funding requirements. Tentative schedule: bid summer 2023, construction fall 2023.

Whittier Core Upgrades: Design and create storm system replacement and upgrades, ensure water and sewer is extended for future needs, pavement replacement, sidewalks ADA standard, ROW / Easements Validation, address current operating and maintenance issues.

Met with CRW Engineering. Met with USFS on monthly progress meetings for Trinity Point master plan and Passage Canal trailhead. Also participated in meetings with Huna Totem on the Head of the Bay Project, Chugach Native Corporation on Shotgun Cove Road ROW, Davis Block on their land use permit for a concrete batch plant at the tank farm, and franchise utilities Head of the Bay infrastructure. As previously mentioned, worked with CRW on Whittier Core Rehab, Lift Station #5 emergency replacement projects, and a Geographical Information Systems (GIS) project.

Barry Arm Status Report: Updated 02 June 2023

City Manager

Thu 6/8/2023 10:22 AM

To: Shelby Carlson <cityclerk@whittieralaska.gov>

For my CMR Please!

Gracias

From: Dave Snider <david.snider@noaa.gov>

Sent: Wednesday, June 7, 2023 4:07 PM

To: David Snider - NOAA Federal <david.snider@noaa.gov>

Subject: Barry Arm Status Report: Updated 02 June 2023

Hello,

the Barry Arm interagency communications team updated the [Barry Arm Landslide information page](#) today with the following:

- The interagency science team reports no changes to the landslide that warrant a change in status since the information statement on November 10, 2022.
- The potential landslide and tsunami threat remain present and unchanged.

Additional information is provided beyond this status and we encourage you and your stakeholders to use this tool, including:

Spring Update

Scientists from the U.S. Geological Survey (USGS), Alaska Division of Geological & Geophysical Surveys (DGGs), National Tsunami Warning Center (NTWC), and Alaska Earthquake Center (AEC) were in Whittier during the weeks of May 15th and May 22nd for public outreach and fieldwork. The Prince William Sound Natural History Symposium, an annual event organized by the Prince William Sound Stewardship Foundation, drew visitors from around Alaska and the lower 48 for a field trip to Blackstone Bay and a day-long symposium on scientific and cultural topics.

The team hosted a "Coffee with Scientists" gathering at Lazy Otter Charters for guests to socialize and learn more about landslide science, monitoring, and hazard preparedness. The interagency team reported on landslide hazards, tsunami monitoring and warning, and visited the Whittier Community School to discuss career pathways in earth sciences and earthquake and landslide hazards. The AEC helped students install a small seismometer for collecting real-time seismic data.

The USGS successfully conducted scheduled maintenance of the ground-based radar system at Barry Arm that is used to measure very small movements of the landslide. The radar system provides insight into seasonal Barry Arm landslide movements and helps us monitor ongoing hazards.

The NTWC installed a new water-level gauge in Whittier. This gauge will support the Barry Arm water-level observation network, bringing the total number of stations to four, and will help tsunami scientists know when impactful waves have decreased or ended. This expanded network also provides important monitoring information for western Prince William Sound in the event of a larger Pacific tsunami event.

If you have questions, please reply here and I will work to help you have the information or briefing you require to support your community or agency. Additional marine safety information may be found through the United States Coast Guard.

US Coast Guard Marine Safety Information from District 17

[USCG D17 Local Notice to Mariners](#) (updated weekly)

Next update

This message will be updated on **07 July** or earlier if the threat level changes.

Thank you for your trust.

-Dave

Dave Snider,

Tsunami Warning Coordinator

[National Tsunami Warning Center](#)

DOC / NOAA / NWS / NWS Alaska Region

Mobile: 907.223.9988 / Desk: 907.861.4214 / Fax: 907.745.6071

CITY OF WHITTIER, ALASKA
ORDINANCE 2023-003

AN ORDINANCE OF THE CITY COUNCIL OF WHITTIER, ALASKA REPEALING
ARTICLE III OF WMC CHAPTER 3.36 ENTITLED “LEASE OF CITY LANDS” AND
ENACTING CHAPTER 3.38 ENTITLED “LEASE OF CITY LANDS” TO REQUIRE A
LEASE ALLOCATION PLAN THAT APPLIES TO LEASES AND SUBLEASES WITH
THE CITY AND CODIFYING LEASING AND SUBLEASING PROCEDURES
IMPOSED BY THE CITY

WHEREAS, it is in the best interests of the Whittier community, including the City of Whittier (“City”) and its residents to maximize the value of its real property and ensure the best and highest use for such property when it is leased; and

WHEREAS, the City seeks to adopt leasing policies that are fair and non-discriminatory; and

WHEREAS, the City is dedicated to collaborating with and supporting both its private residents and the businesses that provide much needed employment and services in the City; and

WHEREAS, transparent and efficient lease policies that ensure all businesses have equal opportunities to thrive in the City are essential to the City’s collaboration and support with its business community members.

NOW, THEREFORE, THE WHITTIER CITY COUNCIL ORDAINS:

Section 1. Whittier Municipal Code Chapter 3.36 Article III entitled “Lease of City Lands” is repealed and the following Chapter 3.38 of the same title is enacted:

CHAPTER 3.38 LEASE OF CITY LANDS

3.38.310 Purpose.

3.38.320 Definitions.

3.38.330 Land allocation plan – Property available for lease.

3.38.340 Standardized leases.

3.38.350 Council approval of leases.

3.38.350 Council approval of leases.

3.38.360 Lease applications.

3.38.370 Requests for proposals – Competitive bidding process.

3.38.380 Criteria for evaluating and approving proposals and competing lease applications.

1 **3.38.390 Lease application and proposal documents.**

2 **3.38.400 Notice to award.**

3 **3.38.420 Lease rental rates.**

4 **3.38.430 Lease execution and final approval.**

5 **3.38.440 Development and use.**

6 **3.38.450 Appraisal.**

7 **3.38.460 Options to renew.**

8 **3.38.470 Improvements.**

9 **3.38.480 Lease renewal or approval-competitive bidding exemption.**

10 **3.38.500 Sublease.**

11 **3.38.530 Insurance.**

12 **3.38.540 Exception – Leasing to government entities.**

13 **3.38.550 Assessments – Capital improvement projects.**

14 **3.38.560 Connection to utilities.**

15
16 **3.38.310 Purpose.**

17 The purpose of this article is to ensure that the lease of City-owned property maximizes
18 the value of City assets and that the City awards leases that provide the highest and best use of
19 City-owned property while providing leaseholders and potential leaseholders with clear and
20 consistent lease procedures, limitations, and terms.

21
22 **3.38.320 Definitions.**

23 For the purpose of this chapter, the following words and phrases are defined as set forth in
24 this section:

25
26 “Applicant” means a person applying to lease or acquire an interest in City-owned real
27 property and includes bidders and proposers.

28
29 “Appraisal” means a valuation or estimation of value of property by an Alaska certified
30 general real estate appraiser or an otherwise qualified appraiser selected by the City Manager.

31
32 “Assignment” means a transfer of a leasehold interest or rights to a leasehold interest, in
33 its entirety, in City-owned real property.

34
35 “City Manager” means the City of Whittier Manager or their designee.

36
37 “Comparable markets” include the communities of Seward, Homer, Cooper Landing,
38 Soldotna, Kenai, and other coast Alaska communities as reasonably determined by the City.

39
40 “Fair market rent” means the rental income that a public or private property would most
41 likely command in the open market, indicated by the current rents paid for comparable space as of
42 the date of the appraisal in comparable markets, and no less than ten percent of the “fair market
43 value” of the property.

1 “Irregularities” means deviations from the request for proposal that are not substantive in
2 nature and/or typographical or scrivener errors that do not impact the integrity or responsiveness
3 of the proposal.

4
5 “Long-term lease” means a written agreement granting exclusive possession or use of City-
6 owned real property for more than one year.

7
8 “Multi-parcel appraisal method” means an appraisal method that appraises the value of
9 more than one parcel at a time based upon common characteristics of the appraised parcels.

10
11 “Short-term lease” means a written agreement granting exclusive possession or use of City-
12 owned real property for one year or less.

13
14 “Sublease” means a leasing by a tenant or lessee of part or all of a leased premises to
15 another entity or entities with the original lessee retaining the rights and interest under the original
16 lease.

17
18 “Surveyor” means a registered professional land surveyor.

19
20 **3.38.330 Land allocation plan – Property available for lease.**

21 a. Unless dedicated or reserved to another purpose, all real property including tide,
22 submerged or shore lands to which the City has a right, title and interest as owner or lessee, or to
23 which the City may become entitled, may be leased as provided in this chapter. In the case of any
24 conflict between this chapter and any local, State or federal law governing the leasing of City
25 lands, this chapter shall prevail to the greatest extent permitted by law.

26
27 b. The City shall maintain a list of all City-owned properties authorized for lease by
28 Council. This list shall be adopted annually and contain the information required under this
29 chapter. The list may be called the “Whittier Land Allocation Plan” and will be made available to
30 the public at the City Clerk’s office.

31
32 c. Council shall adopt a land allocation plan that identifies:

33
34 1. City-owned property available for lease;

35
36 2. The property description, lease rate, preferred length of the lease term for each
37 available parcel; and

38
39 3. Any requirements, preferences or restrictions regarding use and/or development.

40
41 d. Council may identify property in the land allocation plan that is subject to competitive
42 bidding. Property subject to competitive bidding in the land allocation plan need only identify the
43 property description in the land allocation plan but all other terms required in subsection (c) of this
44 section shall be identified in the request for proposal for such properties.

1
2 e. Prior to the adoption of the Land Allocation Plan, Council shall hold a work session.
3 Planning Commission members and City staff may provide recommendations to Council during
4 the work session regarding City-owned property available for lease and the terms of such leases.

5
6 f. The City shall provide public notice of the adoption of the Land Allocation Plan and the
7 City-owned real property available for lease identified in the Land Allocation Plan no more than
8 60 days after its adoption.

9
10 g. All uses and activities on City-owned real property available for lease are subject to all
11 applicable local, State, and federal laws and regulations.

12
13 h. Council may restrict specific City-owned properties to certain uses or classes of use that
14 serve the City's best interest.

15
16 **3.38.340 Standardized leases.**

17 a. The City Manager shall develop the following:

18
19 1. A standardized ground lease that contains provisions generally applicable to the
20 lease of City-owned property

21 2. A standardized sublease that contains provisions generally applicable to the
22 sublease of third-party property, including property owned by the Alaska Railroad
23 Corporation or any other public property owner; and

24 3. A standardized building lease that contains provisions generally applicable to the
25 lease of space in City-owned buildings.

26 b. The standard lease documents identified in this section shall be reviewed by the City
27 Attorney and approved by Council.

28
29 c. Lease terms may deviate from the standardized lease terms when the City Manager
30 determines such deviations are reasonable and necessary to protect the City's best interests and
31 Council approves the lease as required in WMC 3.38.350.

32
33 **3.38.350 Council approval of leases.**

34 a. All long-term leases for more than five years shall be approved by Council via ordinance.
35 Except as otherwise provided in this section, all long-term leases for five years or less shall be
36 approved by Council via resolution.

37
38 b. The City Manager may execute short-term leases without Council approval when the
39 City Manager determines that a short-term lease is in the best interest of the City and notifies
40 Council in writing of the short-term lease and its essential terms.

1 c. Except as otherwise provided in this chapter or in the Land Allocation Plan, short-term
2 leases are not required to go through the competitive bidding process.

3
4 d. A short-term lease that results in the lease of City-owned property to the same lessee or
5 a successor, heir, agent, subsidiary or affiliate of that lessee for over one consecutive year shall be
6 converted to a long-term lease and subject to all provisions applicable to long term leases under
7 this Code.

8
9 **3.38.360 Lease applications.**

10 Except for property subject to competitive bidding under this chapter, persons interested in
11 entering a long-term or short-term lease with the City may submit a lease application to the City
12 Clerk. The City Manager shall consider all applications and determine if an application is complete
13 and meets the criteria identified in the Land Allocation Plan. When the City receives more than
14 one lease application for a parcel that meets the criteria established for that parcel in the Land
15 Allocation Plan, the City Manager shall evaluate the applications using the criteria in WMC
16 3.38.380 and award the lease most advantageous to the City. If both applicants are equally
17 advantageous to the City, the City Manager shall award the lease to the applicant who submitted a
18 completed application first. Applicants may be charged a fee for processing a lease application.

19
20 **3.38.370 Requests for proposals – Competitive bidding process.**

21 a. The City Manager may issue a request for proposals to lease any property that has been
22 subject to competitive bidding under the Land Allocation Plan at any time after posting the notice
23 required in WMC 3.38.330(f).

24
25 b. A request for proposal advertised by the City must identify the property description of
26 the property available for lease, the time frame for the submission of requests for proposals, any
27 preferred uses or industries, and the overall criteria the City intends to use to score and rank
28 proposals.

29
30 c. The City Manager must obtain approval from Council before requesting proposals to
31 lease property not identified in the Land Allocation Plan as property available for lease.

32
33 **3.38.380 Criteria for evaluating and approving proposals and competing lease applications.**

34 a. The criteria for evaluating proposals shall include, but are not limited to, the following:

35
36 1. Compatibility with neighboring uses and consistency with applicable land use
37 regulations including the Whittier Comprehensive Plan;

38
39 2. The development plan including all phases and timetables;

40
41 3. The proposed capital investment;

42
43 4. Experience of the applicant in the proposed business or venture;

1 5. Financial capability or backing of the applicant including credit history, prior
2 lease history, and assets that will be used to support the proposed development;

3
4 6. The number of employees anticipated;

5
6 7. The proposed rental rate;

7
8 8. Other financial impacts such as tax revenues, stimulation of related or spin-off
9 economic development, or the value of improvements left behind upon termination of the
10 lease;

11
12 9. Other long-term social and economic development; and

13
14 10. The residency or licensure of the applicant in the City and/or the State of Alaska,
15 as identified in the City’s request for proposal and permitted under State and federal law.

16
17 b. Determination of rent shall take into consideration the following factors:

18 1. Appraisal;

19
20 2. Highest and best use of land;

21
22 3. Development (existing and planned);

23
24 4. Economic development objectives;

25
26 5. The location of the property; and

27
28 6. Alternative valuation methodologies as negotiated by both parties.
29
30

31 **3.38.390 Lease application and proposal documents.**

32 Upon request by the City Manager or as required in a request for proposal or the Lease
33 Allocation Plan, an applicant or proposer shall provide, at its sole expense, the following:

34
35 a. A property improvement plan with information regarding planned improvements by
36 lessee, including schedule for commencement and completion of proposed improvements;

37
38 b. A survey of the property subject to the proposed lease; and/or

39
40 c. If only a portion of a lot is to be leased, a subdivision plat.
41

42 **3.38.400 Notice to award.**

43 a. The City Manager shall consider all responses to the City’s request for proposals that are
44 timely and responsive. Untimely submissions shall be returned to the proposer without review and

1 that proposer shall not be considered.

2
3 b. The City Manager may, in the City Manager’s sole discretion, and upon a determination
4 that none of the proposals are in the City’s best interest, recommend rejection of all proposals to
5 City Council.

6
7 c. Upon a determination that a proposal is the most advantageous to the City, the City
8 Manager shall recommend the proposal to Council for acceptance. If Council approves the
9 recommendation, the City Manager shall issue a notice to award the lease to the successful
10 proposer. The City Manager’s recommendation shall be presented to Council in a written
11 memorandum identifying the recommended winning proposer, the property description, the
12 essential terms of the proposed lease, and the reasons the City Manager recommends the award.

13
14 d. If Council adopts the City Manager’s recommendation, the City Manager shall negotiate
15 with the winning applicant and present a final lease to Council for approval. A notice to award is
16 conditional upon the City Manager’s successful negotiation of a final written lease consistent with
17 the terms upon which the award was based.

18
19 e. The City Manager may, with Council approval, rescind a notice to award. A notice to
20 award becomes void on the date the City Manager provides written notice to the proposer that the
21 award has been rescinded.

22
23 f. The City Manager may rescind a notice to award at any time prior to the execution of a
24 lease if the proposer can no longer meet the terms of the proposal.

25
26 g. If the City Manager rescinds a notice to award, the City Manager may negotiate with the
27 next most responsive proposer and submit a new recommendation for award to Council and
28 Council may approve the award of the proposal to that recommended proposer. If negotiations
29 with the next most responsive bidder are unsuccessful, all bids must be rejected and a new request
30 for proposal may be issued.

31
32 h. Council may approve other bidding or proposal procedures or exceptions to these
33 procedures via resolution.

34
35 **3.38.420 Lease rental rates.**

36 a. Except as otherwise provided in this section, all property shall be leased at no less than
37 “fair market rent.”

38
39 b. Payments of a higher than fair market rent resulting from a proposal or lease application
40 are generally in the public interest and will help establish fair market rent using current market
41 forces.

42
43 c. Council may establish a minimum rent or “asking price.” It may set a minimum rent at
44 an amount equal to or higher than the estimated “fair market rent” if it finds that it is in public

1 interest to do so. It may set uniform rental rates for a class of similar properties that remain
2 available for leasing after the conclusion of a competitive lease offering.

3
4 d. Except as otherwise provided in this chapter, Council may approve a lease of City land
5 for less than fair market rent only if the motion approving the lease contains a finding that the lease
6 is for a valuable public purpose or use, and a statement identifying such public purpose or use.

7
8 e. The lease shall provide for payment of interest, a late fee for rent past due, attorneys'
9 fees and costs arising from enforcing the terms and conditions of the lease to the maximum extent
10 allowed by law.

11
12 f. Lease amounts shall be adjusted annually based on the Anchorage Consumer Price Index.

13
14 g. No assignment of a lease shall be approved unless the rental rate is at or above "fair
15 market rent" at the time the assignment is executed.

16
17 **3.38.430 Lease execution and final approval.**

18 a. After a notice to award a lease is approved by Council or a lease application is approved
19 by the City Manager, the City Manager is responsible for finalizing and executing the lease
20 agreement with the successful applicant or proposer. After Council's approval of the notice to
21 award but before Council approval under WMC 3.38.350, the City Manager may negotiate
22 nonessential long-term lease terms and make changes necessary to clarify the terms of the long-
23 term lease or correct clerical errors.

24
25 b. The City Manager has authority to negotiate all terms of short-term leases subject to the
26 provisions of this chapter.

27
28 c. After a lease is executed by both parties, the City Manager shall draft and the City Clerk
29 shall record a memorandum of lease. Lessee is responsible for the recording fees.

30
31 **3.38.440 Development and use.**

32 a. All leases must require the lessee to comply with all applicable local, State, and federal
33 laws.

34
35 b. Except as provided otherwise in the lease agreement, an as-built survey performed by a
36 surveyor shall be provided to the City within six months of completion of development on the
37 leased property. Each additional structure or significant improvement shall require an updated as-
38 built survey. All surveys are to be provided by lessees at their expense. If a lessee fails to comply
39 with this section, the City may complete an as-built survey at the expense of lessee.

40
41 c. Except as provided otherwise in the lease agreement, at the time each as-built survey is
42 submitted, a statement of value including leaseholds and all improvements shall be provided. The
43 statement of value shall be either a letter of opinion or an appraisal completed by an appraiser.

1 d. All development requirements and performance standards contained in the lease shall be
2 strictly enforced and if not complied with or negotiated for modification shall be cause for the
3 lease to be terminated and the property to immediately revert back to the City. Failure to enforce
4 the terms of the lease shall not constitute waiver of any such term.

5
6 e. The City may require a lease of City-owned property to be secured by any means that
7 meet the City’s best interest, including, without limitation, a security deposit, surety bond or
8 guaranty.

9
10 **3.38.450 Appraisal.**

11 a. An appraisal of the fair market rent of the property will be required before final approval
12 of a new lease or the transfer of a lease and within two years prior to the renewal of a lease.

13
14 b. The requirement of an appraisal may be waived at the discretion of the City Manager for
15 short-term leases.

16
17 c. In lease agreements entered by the City after codification of this section, and except for
18 rent increases permitted in Section 3.38.420 of this Code, the City may increase rent no more than
19 once every five years. Any increase in rent under this section must be based upon a commercial
20 appraisal prepared by a certified real estate appraiser selected by the City. Before conducting an
21 appraisal of a leasehold interest, the City shall provide the leaseholder written notice of its intent
22 to conduct the appraisal. Upon completion of the appraisal, the City shall provide the leaseholder
23 with the appraisal report and the amount of the increase, if any, in rent arising from the appraisal.

24
25 d. An increase in Rent under this section becomes effective on January 1st and at least 90
26 days after the City sends written notice of the increase in Rent.

27
28 e. Each year, the City will select and retain an appraiser to appraise all leased City-owned
29 property due for appraisals in that year. The City will have sole discretion to select the appraiser.
30 Lessee bears the cost of the appraisal, which shall be paid in full no more than one year after the
31 appraisal is completed.

32
33 f. City Council may approve a multi-parcel appraisal method via resolution if Council
34 determines that the parcels included within the appraisal are substantially similar and the use of a
35 multi-parcel appraisal method is more efficient than an individual parcel appraisal method.

36
37 **3.38.460 Options to renew.**

38 a. Leases may contain no more than two options to renew.

39
40 b. A lessee may not exercise an option to renew unless the City Manager determines that
41 the lessee is in full compliance with the terms of the lease at the time of renewal.

42
43 c. A lessee whose initial lease and all options have expired shall have no automatic right
44 of further renewal or extensions.

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3.38.470 Improvements.

a. Except as otherwise provided in the lease agreement, construction of improvements shall take place only after review and approval of the construction plans by the City Manager and only after all applicable permits have been secured and legal requirements met.

b. Improvements not included in the lease agreement or improvements that are inconsistent with or deviate from those permitted in the lease agreement must be approved by Council via resolution. Council shall only approve such improvements upon recommendation by the City Manager and after review by the Planning Commission and/or the Port and Harbor Commission if such review is required by Council. Inconsistent improvements may be approved if Council finds by resolution that either the proposed changes to the improvements serve the City’s best interest or changes are necessary due to relevant changes in industry or the local economy.

c. All improvements constructed upon leased property become the property of the City upon termination of the lease unless otherwise provided in the lease agreement or agreed to by the parties in writing.

d. Lessee shall be responsible for all taxes, including property taxes on the leasehold interest in the real property and improvements and any sales tax on rent payments.

3.38.480 Lease renewal or approval-competitive bidding exemption.

a. Council, upon written recommendation by the City Manager, may exempt the renewal of a lease from competitive bidding if Council finds such exemption serves the City’s best interests.

b. A lessee seeking to enter into a new lease with the City exempted from competitive bidding under this section must submit a lease application and a written request for a new lease to the City Manager at least 12 months but no more than 18 months prior to the expiration of the existing lease. The City Manager shall notify Council of new lease requests under this section. The City will review the application but is under no obligation to enter into a new lease.

c. If Council approves a new lease exempted from competitive bidding under this section, it must do so by resolution within six months of the date the lease application is filed with the City. Failure to do so acts as a denial of the new lease application.

d. Council shall consider the following factors when determining whether to exempt a lease from competitive bidding under this section:

- 1. Lessee’s past capital investment and binding commitment to future capital investment;
- 2. Lessee’s financial condition and prior lease history;
- 3. The number of persons employed and the prospect for future employment;

1
2 4. Tax revenues and other financial benefits to the City anticipated in the future if
3 the lease is renewed;

4
5 5. Consistency of past use and intended future use with all applicable laws,
6 including land use codes and regulations, the Comprehensive Plan, and overall economic
7 development plan;

8
9 6. Other opportunities for use of the property that may provide greater benefit to
10 the City; and

11
12 7. Other social, policy, and economic considerations as determined by Council.
13

14 **3.38.500 Sublease.**

15 a. City property may not be subleased unless expressly permitted in the lease agreement
16 and approved in writing by Council.

17
18 b. Except as provided otherwise in the lease agreement, all subleases must be in writing,
19 executed by the parties, and approved by City Council prior to lessee entering into the sublease or
20 using the premises.

21
22 c. All subleases must comply with all applicable federal, State, and local laws.
23

24 **3.38.510 Early termination.**

25 Except as provided otherwise in the lease agreement, Council shall approve the termination
26 of a lease for failure to comply with the lease terms. The City Attorney shall be consulted prior to
27 termination of a long-term lease for failure to comply with lease terms. The City Manager may
28 only terminate a lease for failure to comply with the lease terms after receiving Council approval
29 to do so. The City Manager shall seek approval to terminate under this section in executive session.
30 The name of lessee and description of the leased property shall not be included in any public
31 notices or documents circulated by the City unless and until Council approves termination of the
32 lease under this section. The City Manager shall notify a lessee in writing that Council will be
33 considering termination of the lease and provide the date, time, and place of the meeting at which
34 Council will consider such termination. Lessee may waive the right to confidentiality under this
35 section and request Council hold its discussion of termination in public. This section shall not
36 prevent the City from sending lessee, or other parties with an interest in the lease, notifications
37 and/or correspondence related to the lease or lessee's compliance with its terms.
38

39 **3.38.520 Assignment.**

40 a. Except as otherwise expressly provided in the lease agreement, no lease may be assigned
41 without Council approval via resolution.
42

43 b. Except as otherwise provided in subsection (c) of this section or the lease agreement, no
44 lease may be assigned unless the City Manager determines in writing that the lessee is in full

1 compliance with the terms and conditions of the lease.

2
3 c. Council may approve assignment of a lease despite outstanding amounts owed by lessee
4 if the City Manager determines that the lessee is in full compliance with the lease terms except for
5 payments owed and the lessee submits a written agreement between assignor and assignee that
6 requires the assignee to pay all amounts owed to the City by lessee within 90 days of the
7 assignment. An assignment shall not be effective and shall constitute default by lessee if full
8 payment is not received within 90 days of the assignment.

9
10 c. Except as otherwise provided in the lease agreement, if the lessee is in good standing
11 and eligible to assign the lease, the following procedures apply:

12
13 1. The lessee shall file a written request for assignment and a complete new lease
14 application to the City Manager;

15
16 2. The City Manager shall review the request and new lease application, determine
17 whether the application is complete, the proposed assignee qualifies for consideration of
18 an assignment under this chapter, and the assignment is in the City's best interests;

19
20 3. The City Manager shall recommend approval or denial of the assignment to City
21 Council.

22
23 4. Council shall approve or deny the request for assignment via resolution.

24
25 5. If required in the Land Allocation Plan, a lease shall be reviewed by the Port and
26 Harbor Commission prior to submission to Council for approval. Except as otherwise
27 provided in the lease agreement or the Land Allocation Plan, assignment of all other
28 long-term leases shall be reviewed by the Planning Commission prior to Council approval.

29
30 d. Council may approve assignment of a lease to a bank or other financial institution if it
31 determines the assignment is in the best interest of the City and the City Manager recommends
32 approval.

33
34 e. Where a lessee intends to assign the lease as part of a sale of the business located on the
35 leased lot, the person who intends to purchase the business may apply to extend the lease term to
36 allow the continuation of the business and to secure financing for the purchase of that business.
37 Any significant changes in the terms of the existing lease, including changes to use of the property
38 or improvements on it, must be approved by City Council by resolution as an amendment to the
39 lease.

40
41 **3.38.530 Insurance.**

42 a. All lessees shall keep in force for the full term of the lease public liability insurance in
43 the amount of not less than \$1,000,000 coverage per occurrence for bodily injury, including death,
44 and property damage. The City shall be named as an additional insured.

1
2 b. Lessees who intend to conduct activities that could potentially have significant risk of
3 environmental contamination shall also obtain not less than \$2,000,000 in environmental impact
4 insurance and/or environmental clean-up policy, or the equivalent subject to review and approval
5 by the City Manager. The City shall be named as an additional insured. The City will determine
6 on a case-by-case basis whether a lease of City property will involve a significant risk of
7 environmental contamination due to the use of the property, the presence of hazardous materials
8 or the location of the property.

9
10 c. Certificates of insurance showing the required insurance is in effect and identifying the
11 City as an additional insured shall be provided to the City at the time a lease becomes effective
12 and annually thereafter, and upon every change in insurance provider or insurance coverage.

13
14 d. All insurance policies must be in effect for the duration of the lease term, or longer if
15 stated in the lease, and the City must be notified of any changes to policies.

16
17 e. Insurance requirements that exceed those required in this section may be imposed in the
18 terms of a lease agreement.

19
20 **3.38.540 Exception – Leasing to government entities.**

21 a. Except as otherwise prohibited by law, leases to federal or State government entities or
22 political subdivisions or agencies of the State of Alaska or the United States may be exempted
23 from this chapter upon a finding by Council that it is in the City’s best interest to do so.

24
25 b. The City may lease real property to the United States, the State of Alaska, a political
26 subdivision of the State, or an agency of any of these entities, for less than fair market rent if
27 Council determines it is in the City’s best interest to do so.

28
29 **3.38.550 Assessments – Capital improvement projects.**

30 a. Except as otherwise required by law, Lessees of the City property shall pay all real
31 property special assessments levied and assessed against the property to the full extent of
32 installments billed during the lease term.

33
34 b. In the event the City completes a capital improvement project which directly benefits
35 the leasehold property and no local improvement district is formed to pay the cost of that project,
36 the City may, in its sole discretion, impose, and the lessee shall pay as additional rent, the leasehold
37 property’s proportionate share of the cost of the project. The amount of additional rent imposed
38 annually by the City under this subsection shall not exceed the amount which would have been
39 payable annually by the lessee if a local improvement district had been formed which provided for
40 installment payments on a schedule and bearing interest at rates typical of other local improvement
41 districts of the City for that type of capital improvement.

42
43 **3.38.560 Connection to utilities.**

44 a. The City may require Lessees of City real property to connect to City utilities and bear

1 all costs of connections. Connections to newly installed City utilities shall be made as soon as
2 possible after completion.

3
4 b. Lessees shall be responsible for all utilities, including water, wastewater, sewer,
5 electricity, and garbage collection and disposal on the leased premises and shall timely pay any
6 increase in fees for utilities.

7
8 c. Except as otherwise expressly provided in the lease agreement, failure to comply with
9 this chapter poses a harm to the public health and safety and shall constitute a default under any
10 lease with the City.

11
12 **3.38.570 Processing and filing fees.**

13 a. Fees for lease applications, lease agreements, lease amendments, subleases,
14 assignments, and other related fees shall be established by Council by resolution. Failure to pay
15 fees owed may result in the rejection of a lease application or denial of lease renewal, assignment
16 or sublease.

17
18 b. Lessees shall be required to pay all attorney’s fees, appraisal and survey fees, and all
19 other costs associated with the execution, recording, and negotiations of their lease.

20
21 **Section 2. Classification.** This Ordinance is a permanent code ordinance.

22
23 **Section 3. Severability.** If any provision of this ordinance or any application thereof to any
24 person or circumstances is held invalid, the remainder of this ordinance and the application to other
25 persons or circumstances shall not be affected thereby.

26
27 **Section 4. Effective Date.** This ordinance shall become effective upon adoption.

CITY OF WHITTIER, ALASKA

ORDINANCE 2023-003

Page 15 of 15

1 **PASSED AND APPROVED** by a duly constituted quorum of the Whittier City Council
2 on this 18th day of July, 2023.

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7 **Dave Dickason**
8 Mayor

9 AYES:
10 NOES:
11 ABSENT:
12 ABSTAIN:

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14

15 ATTEST:

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18

19 **Shelby Carlson**
20 City Clerk

(City Seal)

21

Council Agenda Statement

Meeting Date: June 20, 2023
To: City Council
Through: Jim Hunt, City Manager
From: Lease Ordinance Working Group



Agenda Item: **ORDINANCE 2023-003** An Ordinance Repealing Article III of WMC Chapter 3.36 Entitled, “Lease of City Lands” and Enacting Chapter 3.38 Entitled, “Lease of City Lands” to Require a Lease Allocation Plan that Applies to Leases and Subleases with the City and Codifying Leasing and Subleasing Procedures Imposed by the City

BACKGROUND, JUSTIFICATION, & INTENT:

Administration, under the Council’s direction, is and has been undertaking a major effort to update City leases. The process begins with this proposed update to the Municipal Code Lease Provisions and the creation of a standard lease template. Next, Administration and the Council will develop two products: a Land Allocation Plan to identify lands available for lease and a Standard Lease Process that lays out the steps required to initiate new leases, request a lease assignment or extension, request a short-term lease, request easements and variances, etc. Concurrently, Administration is developing a Lease Matrix, describing the status of each lease and identifying lease compliance issues, as well as leases that may be candidates for revision to improve consistency.

The Council appointed a committee to review the Lease Provisions of the municipal code. This effort resulted in a complete rewrite of the affected lease provisions because the previous Code was sparse and offered little in the way of guidance to support a transparent and consistent lease process.

This Lease Code includes the following key provisions:

1) **Standardize rent provisions.** Currently, some City leases require appraisals, some require only CPI increases, and some have lease rates that never increase. Lack of consistency prevents timely property reappraisals, leading to a failure to increase lease rates. New lease provisions would require rent to be set at no less than 10.5% of fair market value, lease amounts adjusted annually based on the Anchorage CPI, and the City provide 90 days’ notice prior to a change in rent.

2) **Appraisals.** Currently, leases are renewed on different dates and years and are not coordinated, leading to appraisals not being timely performed. New lease provisions require appraisals no less than every five years and that the resulting rate changes take effect on January 1 each year. This will significantly simplify and standardize the appraisal process. Appraisal and other costs are to be borne by the Lessee rather than passed on to taxpayers, which is the current practice. The City may approve a multi-parcel appraisal method if it is expected to achieve efficiency and/or cost savings.

3) **Renewal options.** Leases may contain no more than two options to extend, and lessees must be in full compliance with the terms of their lease in order for a lease to be renewed. The Council may exempt the renewal of a lease from competitive bidding, but the City is under no obligation

to renew the lease. Currently, leaseholders may renew at their sole option, so long as they are complying with the provisions of their lease. Under the new lease provisions, Council can consider the following factors when deciding whether to exempt a lease from competitive bidding: past capital investment and binding commitment to future capital investment, lessee’s financial condition and prior lease history, the number of persons employed, tax revenues and other benefits to the community, consistency of past use and intended future use with all rules and regulations, other opportunities for the property that may provide greater benefits, and other social, policy, and economic considerations determined by Council.

4) **Subleases.** City property may not be subleased unless expressly permitted in the lease and approved by Council, and subleases must be approved by the Council prior to a Lessee entering into the sublease or the sublessee using the premises. Currently, Lessees are able to enter into subleases without Council approval. This can lead to lessees using the sublease provisions to transfer substantially all of their lease obligations to a sublessee, circumventing the assignment process, and to potentially sublease as a means of making money off of a City lease without the obligation to operate a business.

5) **Assignments.** Leases may not be assigned without Council approval via resolution. New lease provisions provide a process by which a Lessee must seek assignment, including a written request for assignment and a completely new lease application. The Planning and Zoning Commission must review all long-term leases prior to Council approval, and if required in the Land Allocation Plan, the Port and Harbor Advisory Commission may review leases prior to submission to Council for approval.

6) **Insurance.** The new lease provisions establish insurance requirements with regard to public liability insurance, certificates of insurance, and for some leases, environmental contamination insurance.

7) **Connection to Utilities.** The City may require Lessees to connect to City utilities and bear the cost.

8) **Lease Costs.** Lessees are required to pay all attorney’s fees, appraisal and survey fees, and other costs associated with leases.

CONSISTENCY CHECKLIST:

	Yes	No	N/A
1. Comprehensive Plan: <i>Goal 5.1.2.3, Make leases uniform to ensure ease in enforcement and business understanding</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Whittier Code: <i>Article III of Chapter 3.36</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

FISCAL NOTE: These lease provision changes are expected to result in higher revenues to the City resulting from a more consistent re-appraisal process and more timely implementation of rate increases. Lease costs would be passed along to Lessees rather than absorbed by the taxpayer, which should save the City from having to pay appraisal costs, equivalent of the costs of appraisals legal fees (more than \$20,000 per year), and other surveying, recording and administrative fees where cost savings depend on the number of lease actions in a particular year.

ATTORNEY REVIEW: Yes No Not Applicable

RECOMMENDATION: Administration recommends introduction of Ordinance 2023-003.

Title 3 - REVENUE AND FINANCE
CHAPTER 3.36 - ACQUISITION AND DISPOSAL OF MUNICIPAL PROPERTY
ARTICLE III. LEASE OF CITY LANDS

ARTICLE III. LEASE OF CITY LANDS

3.36.310 Property available for leasing.

All property, including tide and submerged lands, which the city owns, or in which the city has right, title and interest, or to which the city may become entitled, may be leased by the city as provided in this chapter. The term "property" as used in this chapter includes any and all interests in real property.

(Ord. No. 508-06, § 3, 2006)

3.36.320 Terms of lease.

- A. Unless otherwise provided in this chapter, the city council shall approve the lease of any interest in real property by resolution. No lease shall be for a term of more than 20 years unless the city council determines from the purpose of the lease or the nature of improvements which may be placed thereon that a longer term would benefit the city. Any renewal period or option to renew the lease period shall be included in the term of the lease in computing the 20-year period of time.
- B. The city manager may, with prior notification of the city council, issue a "use permit" or "license" for use of city land, not to exceed 180 days. Such use permits or licenses may or may not be for consideration.

(Ord. No. 508-06, § 3, 2006)

3.36.330 Adjustment of rental.

A lease having a term of more than five years shall provide for adjustment of rentals at specified intervals during the term of lease, and the intervals shall be every five years unless the lease provides for a longer interval, not to exceed ten years.

(Ord. No. 508-06, § 3, 2006)

3.36.340 Transfer of lessee's interest.

A lease shall provide that a lessee may sublease or assign the lease only upon approval in writing by the city.

(Ord. No. 508-06, § 3, 2006)

3.36.350 Renewal of lease.

The renewal or extension of an existing lease shall be considered a new lease and subject to all provisions of this chapter then in effect, provided however, a renewal or extension of an existing lease shall not require a new appraisal.

(Ord. No. 508-06, § 3, 2006)

3.36.360 Improvements and chattels.

A lease shall provide terms and conditions for the removal or reversion of leasehold improvements or chattels after the termination of the lease.

(Ord. No. 508-06, § 3, 2006)

3.36.370 Inspection of lease property.

A lease shall provide that a lessee shall allow an authorized representative of the city to enter the lease property for inspection at any reasonable time.

(Ord. No. 508-06, § 3, 2006)

3.36.380 Condemnation of property—Lease termination.

Upon condemnation of the lease property or any part thereof by the state or federal government or an agency thereof, including inverse condemnation, the lease shall terminate without any liability to the city.

(Ord. No. 508-06, § 3, 2006)

3.36.390 Rejection of bids.

Before the signing of a formal lease, the city may reject all bids for such a lease when the best interests of the city justify this action.

(Ord. No. 508-06, § 3, 2006)

**CITY OF WHITTIER, ALASKA
RESOLUTION 2023-019**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, APPROVING REPAIRS TO C-FLOAT RESULTING FROM AN ELECTRICAL FIRE CAUSED BY WEAR-AND-TEAR DAMAGE TO ELECTRICAL WIRES IN AN AMOUNT NOT TO EXCEED \$78,000.00, AND APPROPRIATING FUNDS

WHEREAS, the Whittier Harbor C-float suffered damage from an electrical fire in March 2023, which resulted from weather-related wear-and-tear stress on an electrical line that was outside of conduit at a junction under the float; and

WHEREAS, the damage is considered to be caused by normal wear-and-tear and damage to the line was not visible because it was located under the float; and

WHEREAS, staff performed urgent temporary repairs to the restore electrical service to the float during the winter and is finalizing permanent repairs; and

WHEREAS, costs for this project were not included in the 2023 Budget, necessitating an appropriation.

NOW, THEREFORE, THE WHITTIER CITY COUNCIL HEREBY RESOLVES:

Section 1. The City Manager is authorized to enter into a contract with Black Duck Electric to replace damage to the electrical system on C-float, in an amount not to exceed \$78,000.00.

Section 2. Emergency repairs to the C-float electrical system were conducted in accordance with the municipal code’s emergency purchasing provisions under WMC 3.32.210(C) and a sole source procurement is justified to ensure completion of the project with the same contractor, for permanent repairs in accordance with WMC 3.32.210(B).

Section 3. The Whittier City Council finds that the public interest is best served by entering into this sole source contract in accordance with the recitals above which are incorporated herein.

Section 4. Funds in the amount of \$78,000.00 are hereby appropriated from the Harbor Major Repair and Replacement Fund reserves account no. 73-000-3000 to the Harbor Major Repair and Replacement Fund Dock Repairs account no. 73-800-7820.

Section 5. This resolution shall take effect immediately upon adoption.

CITY OF WHITTIER, ALASKA

RESOLUTION 2023-019

Page 2 of 2

1 **PASSED AND APPROVED** by a duly constituted quorum of the Whittier City Council
2 on this 20th day of June, 2023.

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Dave Dickason
Mayor

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Shelby Carlson
City Clerk

(City Seal)

Council Agenda Statement

Meeting Date: June 20, 2023
To: City Council
Through: Jim Hunt, City Manager
From: David Borg, Harbormaster
Agenda Item: **RESOLUTION 2023-019** Approving Repairs to C-Float Resulting from an Electrical Fire Caused by Wear-and-Tear Damage to Electrical Wires in an Amount not to Exceed \$78,000, and Appropriating Funds



BACKGROUND JUSTIFICATION & INTENT:

The C-Float electrical system sustained fire damage as a result of a short in a 480-volt electrical service cable located outside of conduit underneath the float in March 2023, necessitating emergency repairs to restore power to multiple harbor floats. Harbor staff worked with Black Duck Electric to conduct emergency repairs to the electrical system until such time as the weather improved and parts could be ordered to allow for permanent repairs to be completed. The project scope included emergency call-out, safe off cables damaged in the fire, mount new splice box for 480-volt feeders, demolish bad 3/0 sub feed cables, install six cables, safety work including flagging and cones, restore temporary service to all floats that could be restored immediately (other than damaged feeder area), troubleshoot incorrect voltage, engage generator service, procure and expedite materials including copper wire, crimp lugs, splice box, struts, heat shrink, and other materials and consumables. High winds impeded the project.

CONSISTENCY CHECKLIST:

	Yes	No	N/A
1. Comprehensive Plan: p. 93 <i>“Establish new harbor infrastructure to modernize the harbor district and increase safety.”</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Whittier Code: 3.32.210(C) <i>“Emergency Procurements. The city may award a contract for supplies, services, professional services, or construction without competition, formal advertising, or other formal procedure where the manager determines in writing that an emergency threatening the public health, safety, or welfare requires that the contract be awarded, or that the procurement be otherwise transacted, without delay...”</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

FISCAL NOTE: The City intends to utilize funds from the Harbor MRRF as damage to the floats in excess of \$20,000 is considered a capital repair and will extend the life of the electrical system.

ATTORNEY REVIEW: Yes No Not Applicable

RECOMMENDATION: The Administration recommends authorizing repairs to the C-float electrical system using Black Duck Electric.

CALL TO ORDER

The May 9, 2023, rescheduled regular meeting of the Whittier City Council was called to order at 7:05 p.m. by Mayor Dickason.

OPENING CEREMONY

Mayor Dickason led the pledge of allegiance to the flag.

ROLL CALL

There were present:

Dave Dickason, presiding, and
Dan Blair, Peter Denmark, Victor Shen,
Arnie Arneson and Tom Wagner (telephonic)

Comprising a quorum of the Board; and
Absent: David Pinguoch

Also Present:

Jim Hunt, City Manager
Jackie C. Wilde, Assistant City Manager
Kris Erchinger, Finance
David Borg, Harbormaster
Scott Korbe, Public Works
Andre Achee, Public Safety
Shelby Carlson, City Clerk
Holly Wells, City Attorney

CITIZEN COMMENTS ON ANY SUBJECT EXCEPT THOSE ITEMS SCHEDULED FOR PUBLIC HEARING

Jamie Loan, with an update on Parks and Recreation Committee and urging Council members to attend Planning and Zoning Commission Meetings.

APPROVAL OF THE REGULAR MEETING AGENDA AND CONSENT AGENDA

Blair requested to add two discussion items, including a Transportation Partnership with Alaska Department of Transportation Regarding Impact of Huna Totem Project and an Audit Inquiry, added as Items 8B7 and 8B8, respectively.

Motion (Blair/Arneson)

Approval of Agenda and Consent Agenda

Items approved on Consent Agenda

*Approval of the April 4, 2023 Regular Meeting Minutes

*Approval of the April 18, 2023 Regular Meeting Minutes

*Appoint Stephanie Carlson to the Planning and Zoning Commission, Seat C, with a Term to Expire in 2025

*Appoint Brian Fleenor to the Planning and Zoning Commission, Seat D, with a Term to Expire in 2025

Motion Passed

Unanimous

PRESENTATIONS AND REPORTS

Presentations

Asian American and Pacific Islander Heritage Month Proclamation – Dickason presented a proclamation to Jake Antonio, New Light Youth Ministry Leader.

Cultural Celebration – the New Light Youth Ministry gave a cultural presentation.

Norwegian Cruise Lines, Huna Totem, and Turnagain Marine Head of the Bay Project Update – Mickey Richardson, Huna Totem, gave an update on the Head of the Bay project.

Mayor Report — **Dickason** shared several events coming up and requested an update on the Fire/EMS positions. **Achee** provided that update. **Wilde** shared the status of the Lease Code updates and Comprehensive Plan update.

Vice Mayor Report — **None**

City Manager Report — In addition to the report in the packet, **Hunt** added Turnagain Marine will be hiring soon for the Head of the Bay project and that he was invited to join the Alaska Department of Transportation Alaska Marine Highway System Focus Group. **Hunt** noted the Congressional Directed Spending rose to \$5 million, Senator Murkowski added \$1.9 million for a wastewater project, and \$3 million was added through the Statewide Transportation Improvement Program for Shotgun Cove Road. **Hunt** addressed a question from Denmark on the Harbor Municipal Grant, and **Borg** provided plans and alternative plans for repairing the floats in disrepair.

PUBLIC HEARINGS

NON-CODE ORDINANCE 2023-002 Authorizing the Sale of Harbor Safe Boat and Public Works Excavator by Competitive Bid per WMC 3.36.410(C)

Motion (Blair/Arneson)

NON-CODE ORDINANCE 2023-002

Authorizing the Sale of Harbor Safe Boat and Public Works Excavator by Competitive Bid per WMC 3.36.410(C)

Public Hearing Opened at 8:21pm

Public Hearing Closed at 8:21pm

General discussion given.

Motion Passed

Unanimous

NEW BUSINESS

RESOLUTIONS

RESOLUTION 2023-016 A Resolution Supporting Committee and Administrative Review of the Council Policies and Procedures Manual

Motion (Blair/Shen)

RESOLUTION 2023-016 A Resolution Supporting Committee and Administrative Review of the Council Policies and Procedures Manual

General discussion given.

Motion Passed

Unanimous

RESOLUTION 2023-017 A Resolution Confirming the Port and Harbor Advisory Commission Priorities for April 2023 to April 2024

Motion (Shen/Blair)

RESOLUTION 2023-017 A Resolution Confirming the Port and Harbor Advisory Commission Priorities for April 2023 to April 2024

General discussion given.

Motion to Suspend the Rules (Blair/Dickason)

Motion to suspend the rules to allow the Port and Harbor Advisory Commission Chair to speak

Motion to Suspend the Rules Passed

Unanimous

Nick Olzenak spoke to the Port and Harbor Advisory Commission's role in finding alternative funding opportunities. General discussion continued.

Motion Passed

Unanimous

RESOLUTION 2023-018 A Resolution Consolidating the Launch Fee Applied to Jet Ski Operators

Motion (Blair/Shen)

RESOLUTION 2023-018 A Resolution Consolidating the Launch Fee Applied to Jet Ski Operators

General discussion given.

Motion Passed

Unanimous

OTHER NEW BUSINESS ITEMS

Harbor Transient *(requested by Councilmember Blair)*

Blair voiced concerns about the Cordova harbor construction disrupting business operator accessibility to slips. **Borg** emphasized Whittier is a first-come, first-serve harbor and noted there are several requirements and concerns to mooring in Whittier. General discussion given.

Prioritization of Code Updates *(requested by Councilmember Blair)*

Blair requested clarification how the code updates are being prioritized. **Wells** expressed her desire to work with Council and Administration to determine the Council's priorities. **Wilde** suggested a series of work sessions beginning in July.

Transportation Partnership with Alaska Department of Transportation Regarding Impact of Huna Totem Project *(requested by Councilmember Blair)*

Blair noted he would be much more comfortable hearing design ideas on the Head of the Bay transportation plan from the Alaska Department of Transportation (DOT). He encourages the Council to request a resolution be brought forward to create a partnership with the Alaska DOT. **Wilde** shared the Administration is continuing conversations with the Alaska DOT. General discussion given. **Denmark** and **Dickason** requested the Administration explore obtaining an unbiased opinion from the City's engineering contractor.

Audit Inquiry *(requested by Councilmember Blair)*

Blair asked the proper way to contact the City's auditors to ask them questions. **Erchinger** explained the audit process includes the auditors reaching out to Council members but did not believe the auditors had reached that point of the process.

INFORMATIONAL ITEMS

Shen noted the Parks and Recreation Committee has many summer events coming up.

COUNCIL COMMENTS – None

CITIZEN COMMENTS

Jamie Loan commented on the packet handed out by Hunt, stating she and her husband, Kyle Loan, have no ulterior motives for being active in the community.

Charlene Arneson complimented Wilde on the work she has done and the effort, knowledge, and training she brings to the City, encouraged City Council member attendance to Planning and Zoning Commission meetings, and commented on the Comprehensive Plan.

Nick Olzenak also commented on the packet handed out by Hunt, speaking in support of Hunt's management of the City.

COUNCIL AND ADMINISTRATION RESPONSE TO CITIZEN COMMENTS

Hunt announced he is requesting a public discussion of his City Manager Review. **Wells** noted it is Hunt's right to request a public discussion and reminded all that any discussion held in executive session in the past should be held in confidence by all parties involved. **Blair** shared his concerns regarding the credibility and regularity of any information Hunt released publicly. **Wagner** noted

he was aware of the information Hunt released. General discussion devolved and a recess was requested.

EXECUTIVE SESSION

Hunt requested a public discussion for his City Manager Review.

Arneson read his written review comments, including an acknowledgement of Hunt's acquisition of grants to improve city assets and areas of improvement such as better oversight of department heads, more detailed City Council reports and improved attendance to City Council meetings, beginning projects to improve the community road system infrastructure, museum, library, community civic center, and a church, concentrate on environmental issues, maintaining community access, protect the watershed, help businesses find ways to remove junk and beautify Whittier.

Dickason restated his previously delivered review. He praised Hunt for creating relationships and securing Whittier's future with the Huna Totem, Buckner Building, and Shotgun Cove Road projects. He asked Hunt to focus on things residents are asking for, such as parks.

Shen gave his review verbally. He noted Hunt had assembled a diverse and skilled city staff and commended him for pursuing funds and resources throughout the pandemic. He noted Hunt's skill in networking. He requested Hunt begin taking steps towards updating the Comprehensive Plan and continue working with staff on improving transparency, such as project timelines and status updates. He praised Hunt for his work on large projects but asked Hunt also begin pursuing more of the smaller projects.

Wagner thanked Hunt for his work, noting Hunt has done much to bring this City forward.

Denmark asked for clarification on the executive session turning into a public discussion and on the documents that were publicly distributed. **Hunt** responded that he provided the written comments submitted for the City Manager review publicly as they were part of his personnel file. **Denmark** noted since his comments are publicly available, he had nothing further to add.

Blair expressed concern that the comments released were not properly identified as to which Council member provided them. He noted Hunt left the city manager review held in executive session prior to adjournment, which he felt was insubordination. **Blair** also stated Hunt's lobbying trip to Washington, D.C. should not have been scheduled at the same time as the regularly scheduled council meetings. **Hunt** countered that he did not have control over the timing of the lobbying trip. **Blair** expressed displeasure that two of the council meetings this year had been cancelled due to weather, noting the council members set aside much of their personal time and shared he feels disrespected.

Rules of decorum interrupted by Citizen Bender.

Blair resumed his review. He noted the Council approved a resolution in 2020 about the breakwater at the Head of the Bay and stated he had seen no movement on it. He mentioned an ordinance from 2018 on the wharfage for Delong Dock and listed amounts of wharfage not

collected totaling \$1 million dollars and acquiesced that while it was a software error, the Administration should have come forward with a clear explanation and an apology. He admonished Hunt for making the same mistake four years in a row and stated he would like to get that money back. Going forward, he would like to see Hunt tell the lobbyist he is unavailable for a lobbying trip during the regularly scheduled meeting, attend meetings in person, and attend via Teams if unable to meet in person. **Hunt** clarified the Council voted to reschedule the meeting due to the lobbying trip; **Blair** insisted Council was not asked but told the meeting was rescheduled. **Dickason** stated the Council voted on rescheduling. **Blair** responded he would see in the minutes.

Wells recommended that the Council reopen public comment, recommended placing future public city manager reviews under “New Business”, and recommended the Council outline more specific procedures around city manager reviews.

Hunt requested a contract renegotiation to include a new annual salary of \$180,000 and a stipulation that he cannot be dismissed within 90 days of an election. **Wells** noted it is appropriate for the Council to have an executive session to discuss the terms of a new contract without the presence of the City Manager.

The Council reopened public comment:

Kelly Bender apologized for interrupting the Council. She admonished Blair for hounding Hunt for his record of attendance at Council meetings when Blair had told her the day after a cancelled meeting due to lack of quorum that somebody chose not to show up so there would not be a quorum.

Anna Dickason noted certain Council members insist on transparency, but it is a problem when it is a two-way street.

Charlene Arneson shared that she has felt encouraged by Hunt’s contributions to the community and thanked Hunt for working with her.

Denmark left the dais.

Motion (Blair/Arneson)

Motion to enter into executive session to discuss the negotiations of property use and ownership between the Alaska Railroad Corporation and the City, as per WMC 2.08.040(B)(1), matters that, if immediately disclosed, would tend to adversely affect the finances of the city and as per WMC 2.08.040(C), to discuss legal matters or receive legal advice from an attorney.

Wells noted the Executive Session could be held at a later date.

Motion Passed

Unanimous

The City Manager, City Attorney, and Assistant City Manager were asked to stay.

The Council went into executive session at 10:28 p.m.

Denmark returned to the dias.

Council came out of executive session at 10:40 p.m.

ADJOURNMENT

The meeting adjourned at 10:41 p.m.

Shelby Carlson
City Clerk

Dave Dickason
Mayor

(City Seal)

DRAFT

CITY OF WHITTIER
 COMBINED CASH INVESTMENT
 APRIL 30, 2023

INFORMATIONAL ITEM A

COMBINED CASH ACCOUNTS

99-000-1000	COMBINED CASH CHECKING	1,330,963.82
99-000-1001	XPRESS DEPOSIT ACCOUNT	44,407.39
99-000-1020	COMBINED INVESTMENTS	8,543,722.37
	TOTAL COMBINED CASH	9,919,093.58
99-000-1800	CASH CLEARING - ACCT REC	(42,804.44)
99-000-1840	CASH CLEARING - PROPERTY TAX	(370.84)
99-000-1850	CASH CLEARING - UTILITIES	(142.43)
99-000-0100	CASH ALLOCATED TO OTHER FUNDS	(9,875,775.87)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	2,647,857.51
14	ALLOCATION TO PUBLIC WORKS EQUIP FUND	322,840.33
20	ALLOCATION TO CRUISE SHIP TAX	1,506,215.07
24	ALLOCATION TO NEW CITY PARK FUND	88,760.45
30	ALLOCATION TO SHOTGUN COVE	248,160.00
31	ALLOCATION TO 2019 EARTHQUAKE	(1,441,488.63)
50	ALLOCATION TO WATER AND WASTEWATER	565,684.42
51	ALLOCATION TO SMALL BOAT HARBOR	1,096,478.53
53	ALLOCATION TO DELONG DOCK	1,340,622.74
60	ALLOCATION TO MOTOR POOL	69,517.00
61	ALLOCATION TO COMPENSATED ABSENCES	142,726.35
62	ALLOCATION TO REVENUE STABILIZATION FUND	16,908.00
72	ALLOCATION TO GENERAL FUND MRRF	784,096.50
73	ALLOCATION TO HARBOR MRRF	1,244,186.43
75	ALLOCATION TO WATER/WASTEWATER MRRF	1,243,211.17
	TOTAL ALLOCATIONS TO OTHER FUNDS	9,875,775.87
	ALLOCATION FROM COMBINED CASH FUND - 99-000-1000	(9,875,775.87)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF WHITTIER
 BALANCE SHEET
 APRIL 30, 2023

GENERAL FUND

ASSETS

01-000-0100	CASH - COMBINED FUND	2,647,857.51	
01-000-1090	PETTY CASH	250.00	
01-000-1150	ACCRUED INTEREST RECEIVABLE	18,092.16	
01-000-1200	ACCOUNTS RECEIVABLE - GENERAL	62,948.28	
01-000-1210	ACCOUNTS REC PROPERTY TAX REAL	30,615.87	
01-000-1212	ACCOUNTS REC PROPERTY TAX PERS	162,040.98	
01-000-1215	UNAPPLIED PAYMENT - PROP TAX	(936.07)	
01-000-1220	ACCOUNTS REC - BUSINESS TAX	4,326.70	
01-000-1230	ACCOUNTS RECEIVABLE - LEASES	7,160.69	
01-000-1290	ACCOUNTS RECEIVABLE - EMPLOYEE	600.75	
01-000-1299	ALLOWANCE FOR DOUBTFUL ACCOUN	(144,602.15)	
01-000-1710	PREPAID WORKER'S COMP.	47,436.36	
01-000-1720	PREPAID INSURANCE	(.02)	
	TOTAL ASSETS		<u>2,835,791.06</u>

LIABILITIES AND EQUITY

LIABILITIES

01-000-2000	ACCOUNTS PAYABLE	37,524.98	
01-000-2002	AP NOT THROUGH JOURNAL	2.04	
01-000-2050	FEDERAL PAYROLL TAXES PAYABLE	10,170.83	
01-000-2060	ESC TAXES PAYABLE	1,578.86	
01-000-2075	HEALTH & LIFE INSURANCE PAYABL	19,793.93	
01-000-2080	PERS PAYABLE	43,084.68	
01-000-2085	DEFERRED COMP PAYABLE	2,911.20	
01-000-2090	AFLAC/GUARDIAN INSURANCE LIAB	110.01	
01-000-2150	ACCRUED PAYROLL	43,889.15	
01-000-2310	UNEARNED REVENUE - PROPERTY TA	54,899.75	
01-000-2320	UNEARNED REVENUE - OTHER	1,332.34	
01-000-2330	UNEARNED REVENUE - LEASES	5,550.52	
	TOTAL LIABILITIES		220,848.29

FUND EQUITY

01-000-3000	FUND BALANCE	2,962,480.36	
01-000-3201	F/B-ASSIGNED OPERATING RESERVE	326,831.96	
01-000-3202	F/B-ASSIGNED PARKS AND REC	43,700.88	
01-000-3203	F/B-ASSIGNED EXXON SETTLEMENT	84,427.57	
	REVENUE OVER EXPENDITURES - YTD	(802,498.00)	
	BALANCE - CURRENT DATE		<u>2,614,942.77</u>
	TOTAL FUND EQUITY		<u>2,614,942.77</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,835,791.06</u>

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
01-310-4005 FISH TAX	.00	36,744.84	85,000.00	48,255.16	43.2
01-310-4006 MOTOR VEHICLE REGISTRATION	218.04	412.16	3,600.00	3,187.84	11.5
01-310-4007 LIQUOR TAX	3,400.00	3,400.00	6,500.00	3,100.00	52.3
01-310-4009 ELEC & TELE CO-OP TAX	.00	.00	3,500.00	3,500.00	.0
01-310-4200 SALES TAX	379.45	12,218.82	650,000.00	637,781.18	1.9
01-310-4201 PROPERTY TAX - REAL	.00	.00	427,452.00	427,452.00	.0
01-310-4202 PROPERTY TAX - PERSONAL	(1,000.00)	(1,000.00)	350,000.00	351,000.00	(.3)
01-310-4205 BUSINESS TRANSPORTATION TAX	3,114.00	13,127.45	405,000.00	391,872.55	3.2
TOTAL TAXES	6,111.49	64,903.27	1,931,052.00	1,866,148.73	3.4
<u>LICENSES & PERMITS</u>					
01-320-4250 BUSINESS LICENSES	300.00	1,400.00	4,000.00	2,600.00	35.0
01-320-4251 USER FEES & PERMITS	.00	.00	750.00	750.00	.0
01-320-4312 AMBULANCE FEES	.00	.00	7,500.00	7,500.00	.0
TOTAL LICENSES & PERMITS	300.00	1,400.00	12,250.00	10,850.00	11.4
<u>INTERGOVERNMENTAL REVENUE</u>					
01-330-4002 STATE REVENUE SHARING	.00	.00	80,000.00	80,000.00	.0
01-330-4003 STATE PAY-IN-LIEU OF TAXES	.00	.00	60,000.00	60,000.00	.0
01-330-4011 EMS SMALL GRANT	.00	.00	50,000.00	50,000.00	.0
01-330-4012 FEDERAL GRANT FUNDS	.00	28,333.00	55,122.80	26,789.80	51.4
01-330-4025 NAT'L FOREST SERVICE RECEIPTS	.00	.00	28,000.00	28,000.00	.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	28,333.00	273,122.80	244,789.80	10.4
<u>LEASES</u>					
01-345-4513 LEASE CREDITS (CONTRA)	.00	.00	(4,000.00)	(4,000.00)	.0
01-345-4515 LEASE INCOME - CITY LAND	5,589.58	26,740.69	312,751.00	286,010.31	8.6
01-345-4517 LEASES - ARRC LAND	1,176.49	4,705.96	.00	(4,705.96)	.0
01-345-4520 LEASE INCOME - CONDOMINIUMS	.00	2,400.00	12,000.00	9,600.00	20.0
01-345-4525 LAND USE RENT	105.00	420.00	13,008.00	12,588.00	3.2
TOTAL LEASES	6,871.07	34,266.65	333,759.00	299,492.35	10.3
<u>FINES & CITATIONS</u>					
01-350-4261 PSD FINES & CITATIONS	.00	.00	500.00	500.00	.0
01-350-4262 PSD PARKING TICKETS CIVIL	50.00	50.00	500.00	450.00	10.0
TOTAL FINES & CITATIONS	50.00	50.00	1,000.00	950.00	5.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
01-360-4099 MISCELLANEOUS REVENUE	75.00	439.50	2,500.00	2,060.50	17.6
01-360-4204 INTEREST & PENALTIES	232.21	313.89	.00	(313.89)	.0
01-360-4900 INTEREST ON BANK ACCOUNTS	1,661.75	31,489.86	50,000.00	18,510.14	63.0
01-360-4914 TRANSFIELD - TUNNEL CONTRAC	.00	.00	40,000.00	40,000.00	.0
01-360-4915 GIRDWOOD-POLICE CONTRACT	66,087.00	264,348.00	793,044.00	528,696.00	33.3
TOTAL MISCELLANEOUS	68,055.96	296,591.25	885,544.00	588,952.75	33.5
<u>TRANSFERS & OTHER</u>					
01-390-4990 TRANSFER IN FROM CVP FUND	.00	344,421.00	344,421.00	.00	100.0
01-390-4994 TRANSFER IN FROM HARBOR	.00	167,676.00	167,676.00	.00	100.0
01-390-4995 TRANSFER IN FROM WWS	.00	40,590.00	40,590.00	.00	100.0
01-390-4996 TRANSFER IN FROM DELONG DOCK	.00	39,212.00	39,212.00	.00	100.0
TOTAL TRANSFERS & OTHER	.00	591,899.00	591,899.00	.00	100.0
TOTAL FUND REVENUE	81,388.52	1,017,443.17	4,028,626.80	3,011,183.63	25.3

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN</u>					
01-400-6000 SALARIES & WAGES	44,816.16	127,423.18	368,955.00	241,531.82	34.5
01-400-6030 FICA TAXES	649.86	551.19	5,264.00	4,712.81	10.5
01-400-6040 WORKER'S COMP.	.00	.00	1,397.00	1,397.00	.0
01-400-6050 ESC TAXES	585.02	1,965.43	3,630.00	1,664.57	54.1
01-400-6060 HEALTH & LIFE INSURANCE	4,047.50	34,741.20	72,915.00	38,173.80	47.7
01-400-6070 PERS RETIREMENT	11,268.75	36,054.02	77,689.00	41,634.98	46.4
01-400-6205 ADVERTISING	.00	.00	2,500.00	2,500.00	.0
01-400-6220 BANK SERVICES CHARGES	263.39	1,646.61	1,500.00	(146.61)	109.8
01-400-6240 COMMUNITY SUPPORT-DONATIONS	145.90	290.80	.00	(290.80)	.0
01-400-6280 DUES & SUBSCRIPTIONS	200.00	1,431.43	5,000.00	3,568.57	28.6
01-400-6410 INSURANCE - LIABILITY	.00	11,361.18	23,979.00	12,617.82	47.4
01-400-6440 INSURANCE - PROPERTY	.00	199.06	500.00	300.94	39.8
01-400-6540 LICENSES & PERMITS	.00	.00	250.00	250.00	.0
01-400-6541 PENALTIES & FEES	.00	.00	800.00	800.00	.0
01-400-6565 OUTSIDE CONTRACTORS	745.00	(332.25)	20,000.00	20,332.25	(1.7)
01-400-6570 PHYSICAL EXAMS & BACKGROUND CK	.00	.00	400.00	400.00	.0
01-400-6580 POSTAGE	1,975.56	2,466.87	2,500.00	33.13	98.7
01-400-6610 PROF. FEES - ACCOUNTING	3,750.00	6,450.00	25,000.00	18,550.00	25.8
01-400-6620 PROF. FEES - APPRAISAL	.00	.00	14,000.00	14,000.00	.0
01-400-6625 PROF. FEES - FINANCIAL SOFTWARE	1,716.00	8,064.00	27,000.00	18,936.00	29.9
01-400-6635 PROF. FEES - COMPUTER SUPPORT	.00	348.33	8,000.00	7,651.67	4.4
01-400-6636 PROF FEES - WEB SITE SUPPORT	.00	384.37	6,000.00	5,615.63	6.4
01-400-6640 PROF. FEES-ENGINEERING	.00	.00	30,000.00	30,000.00	.0
01-400-6645 PROF. FEES - GRANT ADM.	.00	.00	30,000.00	30,000.00	.0
01-400-6650 PROF. FEES - LEGAL	18,845.20	36,177.55	60,000.00	23,822.45	60.3
01-400-6700 PUBLICATIONS & SUBSCRIPTIONS	.00	.00	1,200.00	1,200.00	.0
01-400-6735 EQUIPMENT AND FURNISHINGS	.00	.00	3,000.00	3,000.00	.0
01-400-6770 TRAVEL, TRAINING & DEV.	839.51	22,595.47	10,000.00	(12,595.47)	226.0
01-400-7351 EQUIPMENT MAINT. AGREEMENTS	.00	.00	2,000.00	2,000.00	.0
01-400-7450 REPAIRS-OFFICE EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
01-400-8150 SUPPLIES - CONSUMABLE	132.27	2,617.69	.00	(2,617.69)	.0
01-400-8550 SUPPLIES - OFFICE	27,557.67	31,228.72	8,000.00	(23,228.72)	390.4
01-400-8750 SUPPLIES - PRINTING	.00	388.59	2,000.00	1,611.41	19.4
01-400-9000 UTILITIES - INTERNET	1,804.79	7,939.90	16,000.00	8,060.10	49.6
01-400-9070 UTILITIES - TELEPHONE	1,127.64	2,404.90	11,000.00	8,595.10	21.9
01-400-9520 CAPITAL OUTLAY - EQUIPMENT	.00	.00	12,000.00	12,000.00	.0
01-400-9530 CAPITAL OUTLAY-COMPUTER EQUIP	.00	.00	6,000.00	6,000.00	.0
TOTAL ADMIN	120,470.22	336,398.24	859,479.00	523,080.76	39.1

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COUNCIL</u>					
01-401-6240 CITY COUNCIL-COMMUNITY SUPPORT	516.41	1,157.48	4,000.00	2,842.52	28.9
01-401-6241 WEBSITE - CODE UPDATES	.00	.00	3,500.00	3,500.00	.0
01-401-6280 DUES & SUBSCRIPTIONS	.00	.00	1,200.00	1,200.00	.0
01-401-6325 FIREWORKS	.00	.00	13,000.00	13,000.00	.0
01-401-6600 PROF. FEES - AUDIT	.00	.00	42,000.00	42,000.00	.0
01-401-6650 PROF. FEES - LEGAL	550.00	667.00	.00	(667.00)	.0
01-401-6710 PUBLIC RELATIONS	.00	.00	2,500.00	2,500.00	.0
01-401-6770 TRAVEL, TRAINING & DEV.	.00	1,572.09	6,000.00	4,427.91	26.2
01-401-6800 COUNCIL CHAMBER IMPROV	154.00	4,110.85	10,000.00	5,889.15	41.1
01-401-8550 SUPPLIES - OFFICE	.00	129.48	1,600.00	1,470.52	8.1
01-401-9070 UTILITIES - TELEPHONE	.00	.00	500.00	500.00	.0
01-401-9500 LOBBYIST FEES	16,000.00	46,000.00	120,000.00	74,000.00	38.3
TOTAL COUNCIL	17,220.41	53,636.90	204,300.00	150,663.10	26.3
<u>ELECTIONS</u>					
01-420-6100 VOLUNTEER SUPPORT	.00	.00	1,200.00	1,200.00	.0
01-420-6205 ADVERTISING	.00	.00	500.00	500.00	.0
01-420-8150 SUPPLIES - CONSUMABLE	.00	.00	600.00	600.00	.0
TOTAL ELECTIONS	.00	.00	2,300.00	2,300.00	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY</u>					
01-510-6000 SALARIES & WAGES	91,673.68	259,873.54	902,559.00	642,685.46	28.8
01-510-6030 FICA TAXES	1,451.29	4,323.45	13,619.00	9,295.55	31.8
01-510-6040 WORKER'S COMP.	.00	.00	30,669.00	30,669.00	.0
01-510-6050 ESC TAXES	4,139.82	6,971.85	8,821.00	1,849.15	79.0
01-510-6060 HEALTH & LIFE INSURANCE	18,824.96	43,564.33	121,091.00	77,526.67	36.0
01-510-6070 PERS RETIREMENT	16,520.04	49,865.72	156,649.00	106,783.28	31.8
01-510-6091 UNIFORM ALLOWANCE	480.00	1,200.00	2,000.00	800.00	60.0
01-510-6280 DUES & SUBSCRIPTIONS	.00	59.97	300.00	240.03	20.0
01-510-6410 INSURANCE - LIABILITY	.00	15,669.11	32,905.00	17,235.89	47.6
01-510-6420 INSURANCE - AUTO	.00	5,955.39	8,088.00	2,132.61	73.6
01-510-6540 LICENSES & PERMITS	.00	.00	1,000.00	1,000.00	.0
01-510-6565 OUTSIDE CONTRACTORS	22,916.66	40,660.03	75,000.00	34,339.97	54.2
01-510-6570 PHYSICAL EXAMS	.00	.00	1,000.00	1,000.00	.0
01-510-6580 POSTAGE	.00	73.84	300.00	226.16	24.6
01-510-6635 PROF. FEES - COMPUTER SUPPORT	.00	348.33	1,000.00	651.67	34.8
01-510-6700 PUBLICATIONS & SUBSCRIPTIONS	.00	.00	300.00	300.00	.0
01-510-6735 EQUIPMENT PURCHASE	.00	.00	5,000.00	5,000.00	.0
01-510-6770 TRAVEL, TRAINING & DEV.	.00	512.95	5,000.00	4,487.05	10.3
01-510-7100 BUILDING MAINT.	.00	.00	1,000.00	1,000.00	.0
01-510-7350 REPAIRS - EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
01-510-7400 REPAIRS - VEHICLES	.00	.00	5,000.00	5,000.00	.0
01-510-7750 GAS & OIL - VEHICLES	1,236.64	5,113.25	16,000.00	10,886.75	32.0
01-510-8150 SUPPLIES - CONSUMABLE	.00	369.67	9,000.00	8,630.33	4.1
01-510-8950 SUPPLIES - UNIFORMS	.00	.00	4,000.00	4,000.00	.0
01-510-9000 UTILITIES - INTERNET	1,677.35	7,205.82	14,000.00	6,794.18	51.5
01-510-9070 UTILITIES - TELEPHONE	908.59	3,078.75	9,000.00	5,921.25	34.2
01-510-9200 GRANT EXPENDITURES	.00	28,333.00	55,122.80	26,789.80	51.4
01-510-9525 CAPITAL - MOTOR POOL FUNDING	.00	20,000.00	20,000.00	.00	100.0
TOTAL PUBLIC SAFETY	159,829.03	493,179.00	1,503,423.80	1,010,244.80	32.8

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE</u>					
01-520-6000 SALARIES & WAGES	1,779.60	5,033.59	85,169.00	80,135.41	5.9
01-520-6030 FICA TAXES	25.80	77.15	1,219.00	1,141.85	6.3
01-520-6040 WORKERS COMP	.00	.00	4,185.00	4,185.00	.0
01-520-6050 ESC TAXES	14.97	69.18	840.00	770.82	8.2
01-520-6060 HEALTH & LIFE INSURANCE	.00	.00	17,361.00	17,361.00	.0
01-520-6070 PERS RETIREMENT	.00	.00	18,737.00	18,737.00	.0
01-520-6100 VOLUNTEER SUPPORT	.00	150.00	8,000.00	7,850.00	1.9
01-520-6410 INSURANCE - LIABILITY	.00	534.97	1,284.00	749.03	41.7
01-520-6420 INSURANCE - AUTO	.00	1,803.86	3,968.00	2,164.14	45.5
01-520-6570 PHYSICAL EXAMS	.00	.00	1,000.00	1,000.00	.0
01-520-6580 POSTAGE	.00	.00	250.00	250.00	.0
01-520-6735 EQUIPMENT PURCHASE	.00	.00	5,000.00	5,000.00	.0
01-520-6750 TESTING	.00	.00	2,500.00	2,500.00	.0
01-520-6770 TRAVEL, TRAINING & DEV.	.00	.00	2,000.00	2,000.00	.0
01-520-7350 REPAIRS - EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
01-520-7400 REPAIRS - VEHICLES	.00	.00	1,000.00	1,000.00	.0
01-520-7750 GAS & OIL - VEHICLES	.00	.00	1,000.00	1,000.00	.0
01-520-8550 SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
01-520-8950 SUPPLIES - UNIFORMS	.00	.00	5,000.00	5,000.00	.0
01-520-9000 UTILITIES - INTERNET	251.75	444.48	.00	(444.48)	.0
01-520-9520 CAPITAL OUTLAY - EQUIPMENT	.00	.00	8,300.00	8,300.00	.0
TOTAL FIRE	2,072.12	8,113.23	169,313.00	161,199.77	4.8

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EMS</u>					
01-530-6000 SALARIES & WAGES	13,129.95	43,055.73	191,599.00	148,543.27	22.5
01-530-6030 FICA TAXES	287.01	1,299.37	3,621.00	2,321.63	35.9
01-530-6040 WORKER'S COMP.	.00	.00	12,624.00	12,624.00	.0
01-530-6050 ESC TAXES	183.72	678.82	1,894.00	1,215.18	35.8
01-530-6060 HEALTH & LIFE INSURANCE	2,802.12	7,005.30	34,722.00	27,716.70	20.2
01-530-6070 PERS RETIREMENT	1,962.57	5,959.52	39,049.00	33,089.48	15.3
01-530-6091 UNIFORM ALLOWANCE	80.00	200.00	.00	(200.00)	.0
01-530-6100 EMS VOLUNTEER SUPPORT	.00	350.00	6,000.00	5,650.00	5.8
01-530-6205 ADVERTISING	.00	.00	500.00	500.00	.0
01-530-6410 INSURANCE - LIABILITY	.00	2,727.01	11,000.00	8,272.99	24.8
01-530-6420 INSURANCE - AUTO	.00	921.99	5,005.00	4,083.01	18.4
01-530-6540 LICENSES & PERMITS	.00	.00	200.00	200.00	.0
01-530-6565 OUTSIDE CONTRACTORS	.00	.00	2,000.00	2,000.00	.0
01-530-6570 PHYSICAL EXAMS	.00	53.00	400.00	347.00	13.3
01-530-6635 PROF. FEES - COMPUTER SUPPORT	.00	348.33	.00	(348.33)	.0
01-530-6735 EQUIPMENT PURCHASE	.00	.00	1,000.00	1,000.00	.0
01-530-6750 TESTING	.00	.00	250.00	250.00	.0
01-530-6761 TRAINING - EMS SUPVSG MD	1,000.00	4,000.00	12,000.00	8,000.00	33.3
01-530-6770 TRAVEL, TRAINING & DEV.	.00	.00	2,000.00	2,000.00	.0
01-530-7350 REPAIRS - EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
01-530-7400 REPAIRS - VEHICLES	.00	.00	1,500.00	1,500.00	.0
01-530-7750 GAS & OIL - VEHICLES	52.29	118.46	2,500.00	2,381.54	4.7
01-530-8150 SUPPLIES - CONSUMABLE	.00	762.55	4,000.00	3,237.45	19.1
01-530-8550 SUPPLIES - OFFICE	.00	83.35	1,000.00	916.65	8.3
01-530-8650 SUPPLIES AND DRUGS BILLABLE	.00	223.99	2,500.00	2,276.01	9.0
01-530-8950 SUPPLIES - UNIFORMS	.00	.00	2,500.00	2,500.00	.0
01-530-9000 UTILITIES - INTERNET	719.67	2,295.17	6,500.00	4,204.83	35.3
01-530-9070 UTILITIES - TELEPHONE	.00	151.32	500.00	348.68	30.3
01-530-9520 CAPITAL OUTLAY - EQUIPMENT	.00	.00	52,186.00	52,186.00	.0
TOTAL EMS	20,217.33	70,233.91	398,050.00	327,816.09	17.6

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS</u>					
01-600-6000 SALARIES & WAGES	29,034.31	84,128.75	304,478.00	220,349.25	27.6
01-600-6030 FICA TAXES	421.00	1,291.21	5,968.00	4,676.79	21.6
01-600-6040 WORKER'S COMP.	.00	.00	17,801.00	17,801.00	.0
01-600-6050 ESC TAXES	444.23	1,362.44	3,008.00	1,645.56	45.3
01-600-6060 HEALTH & LIFE INSURANCE	8,564.48	21,231.12	56,423.00	35,191.88	37.6
01-600-6070 PERS RETIREMENT	6,387.61	19,590.71	61,282.00	41,691.29	32.0
01-600-6410 INSURANCE - LIABILITY	.00	6,977.50	14,653.00	7,675.50	47.6
01-600-6420 INSURANCE - AUTO	.00	1,917.93	4,800.00	2,882.07	40.0
01-600-6430 INSURANCE EQUIPMENT	301.74	2,164.14	5,906.00	3,741.86	36.6
01-600-6440 INSURANCE - PROPERTY	.00	233.02	583.00	349.98	40.0
01-600-6540 LICENSES & FEES	.00	.00	250.00	250.00	.0
01-600-6565 OUTSIDE CONTRACTORS	.00	.00	8,000.00	8,000.00	.0
01-600-6570 PHYSICAL EXAMS	186.00	264.00	600.00	336.00	44.0
01-600-6635 PROF. FEES - COMPUTER SUPPORT	.00	348.33	2,000.00	1,651.67	17.4
01-600-6740 SMALL TOOLS	.00	2,867.10	3,000.00	132.90	95.6
01-600-6770 TRAVEL, TRAINING & DEV.	.00	532.95	2,000.00	1,467.05	26.7
01-600-7100 REPAIRS	.00	.00	5,000.00	5,000.00	.0
01-600-7210 REPAIRS - ROADS	.00	.00	20,000.00	20,000.00	.0
01-600-7350 REPAIR & MAINTENANCE	3,167.86	6,639.54	30,000.00	23,360.46	22.1
01-600-7750 GAS & OIL - VEHICLES	300.04	1,888.04	26,000.00	24,111.96	7.3
01-600-8150 SUPPLIES - CONSUMABLE	.00	805.56	500.00	(305.56)	161.1
01-600-8550 SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
01-600-8950 SUPPLIES - UNIFORMS	.00	274.95	750.00	475.05	36.7
01-600-8970 SUPPLIES - SAFETY	.00	549.80	2,500.00	1,950.20	22.0
01-600-8995 SUPPLIES & MATERIALS	759.78	2,260.77	12,000.00	9,739.23	18.8
01-600-9000 UTILITIES - INTERNET	856.79	3,452.75	9,500.00	6,047.25	36.3
01-600-9010 UTILITIES - ELECTRICITY	1,097.14	4,472.68	14,000.00	9,527.32	32.0
01-600-9070 UTILITIES - TELEPHONE	128.38	478.31	1,750.00	1,271.69	27.3
01-600-9095 UTILITIES - WATER/SEWER	.00	.00	2,500.00	2,500.00	.0
01-600-9520 CAPITAL OUTLAY - EQUIPMENT	1,428.32	1,428.32	15,000.00	13,571.68	9.5
01-600-9900 INTERDEPARTMENT SUPPORT	(3,266.67)	(13,066.68)	(39,200.00)	(26,133.32)	(33.3)
TOTAL PUBLIC WORKS	49,811.01	152,093.24	591,552.00	439,458.76	25.7

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROPERTY & FACILITIES</u>					
01-700-6210	3,168.78	7,921.95	19,171.00	11,249.05	41.3
01-700-6410	.00	1,437.10	3,593.00	2,155.90	40.0
01-700-6440	.00	11,968.02	26,319.00	14,350.98	45.5
01-700-6565	2,570.01	10,006.45	14,000.00	3,993.55	71.5
01-700-7100	666.28	3,729.28	5,000.00	1,270.72	74.6
01-700-7350	.00	711.99	5,000.00	4,288.01	14.2
01-700-8150	45.99	45.99	1,500.00	1,454.01	3.1
01-700-8550	.00	.00	500.00	500.00	.0
01-700-8970	.00	.00	500.00	500.00	.0
01-700-9000	.00	1,560.00	.00	(1,560.00)	.0
01-700-9010	3,095.92	12,655.19	35,000.00	22,344.81	36.2
01-700-9040	6,440.59	31,229.26	22,000.00	(9,229.26)	142.0
01-700-9050	79.53	238.59	2,000.00	1,761.41	11.9
01-700-9095	152.31	658.48	2,000.00	1,341.52	32.9
TOTAL PROPERTY & FACILITIES	16,219.41	82,162.30	136,583.00	54,420.70	60.2
<u>PARKS AND RECREATION</u>					
01-800-6000	.00	1,622.47	11,594.00	9,971.53	14.0
01-800-6030	.00	131.09	887.00	755.91	14.8
01-800-6040	.00	.00	100.00	100.00	.0
01-800-6050	.00	26.21	213.00	186.79	12.3
01-800-6430	8.92	8.92	.00	(8.92)	.0
01-800-6565	.00	.00	3,000.00	3,000.00	.0
01-800-7340	.00	.00	35,000.00	35,000.00	.0
01-800-7350	.00	.00	3,000.00	3,000.00	.0
01-800-8950	761.49	1,838.96	16,000.00	14,161.04	11.5
01-800-9520	.00	12,587.70	5,000.00	(7,587.70)	251.8
TOTAL PARKS AND RECREATION	770.41	16,215.35	74,794.00	58,578.65	21.7
<u>TRANSFERS TO OTHER FUNDS</u>					
01-990-9990	.00	288,409.00	288,409.00	.00	100.0
01-990-9991	.00	25,000.00	25,000.00	.00	100.0
01-990-9992	.00	294,500.00	294,500.00	.00	100.0
TOTAL TRANSFERS TO OTHER FUNDS	.00	607,909.00	607,909.00	.00	100.0
TOTAL FUND EXPENDITURES	386,609.94	1,819,941.17	4,547,703.80	2,727,762.63	40.0
NET REVENUE OVER EXPENDITURES	(305,221.42)	(802,498.00)	(519,077.00)	283,421.00	(154.6)

CITY OF WHITTIER
 BALANCE SHEET
 APRIL 30, 2023

PUBLIC WORKS EQUIP FUND

ASSETS

14-000-0100	CASH - COMBINED FUND		322,840.33	
	TOTAL ASSETS			322,840.33

LIABILITIES AND EQUITY

FUND EQUITY

14-000-3000	FUND BALANCE		296,188.61	
	REVENUE OVER EXPENDITURES - YTD	26,651.72		
	BALANCE - CURRENT DATE		322,840.33	
	TOTAL FUND EQUITY			322,840.33
	TOTAL LIABILITIES AND EQUITY			322,840.33

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

PUBLIC WORKS EQUIP FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
14-360-4900 INTEREST ON BANK ACCT	.00	1,651.72	.00	(1,651.72)	.0
TOTAL MISCELLANEOUS REVENUE	.00	1,651.72	.00	(1,651.72)	.0
<u>TRANSFERS FROM OTHER FUNDS</u>					
14-390-4990 TRANSFER FROM GENERAL FUND	.00	25,000.00	25,000.00	.00	100.0
TOTAL TRANSFERS FROM OTHER FUNDS	.00	25,000.00	25,000.00	.00	100.0
TOTAL FUND REVENUE	.00	26,651.72	25,000.00	(1,651.72)	106.6
NET REVENUE OVER EXPENDITURES	.00	26,651.72	25,000.00	(1,651.72)	106.6

CITY OF WHITTIER
 BALANCE SHEET
 APRIL 30, 2023

CRUISE SHIP TAX

ASSETS

20-000-0100	CASH - COMBINED FUND		1,506,215.07	
	TOTAL ASSETS			1,506,215.07

LIABILITIES AND EQUITY

FUND EQUITY

20-000-3000	UNDESIGNATED-FUND BALANCE		1,571,716.66	
	REVENUE OVER EXPENDITURES - YTD	(65,501.59)		
	BALANCE - CURRENT DATE		1,506,215.07	
	TOTAL FUND EQUITY			1,506,215.07
	TOTAL LIABILITIES AND EQUITY			1,506,215.07

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

CRUISE SHIP TAX

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES - REVENUE</u>					
20-310-4008 CRUISE SHIP TAX	.00	664,540.00	990,000.00	325,460.00	67.1
TOTAL TAXES - REVENUE	.00	664,540.00	990,000.00	325,460.00	67.1
<u>INVESTMENT EARNINGS</u>					
20-360-4900 EARNINGS ON INVESTMENT	.00	310.85	.00	(310.85)	.0
TOTAL INVESTMENT EARNINGS	.00	310.85	.00	(310.85)	.0
TOTAL FUND REVENUE	.00	664,850.85	990,000.00	325,149.15	67.2

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

CRUISE SHIP TAX

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
20-400-6240 MUSEUM SUPPORT - DONATIONS	.00	15,000.00	15,000.00	.00	100.0
20-400-6565 CONTRACTED SERVICES	.00	17,303.94	252,804.00	235,500.06	6.8
20-400-6650 PROF. FEES - LEGAL	.00	852.50	.00	(852.50)	.0
20-400-9520 CAPITAL EQUIPMENT	.00	.00	25,000.00	25,000.00	.0
TOTAL EXPENDITURES	.00	33,156.44	292,804.00	259,647.56	11.3
<u>TRANSFERS OUT</u>					
20-990-9990 TRANSFER TO OTHER FUNDS	.00	540,921.00	540,921.00	.00	100.0
20-990-9992 TRANSFER TO HARBOR FUND #51	.00	156,275.00	156,275.00	.00	100.0
TOTAL TRANSFERS OUT	.00	697,196.00	697,196.00	.00	100.0
TOTAL FUND EXPENDITURES	.00	730,352.44	990,000.00	259,647.56	73.8
NET REVENUE OVER EXPENDITURES	.00	(65,501.59)	.00	65,501.59	.0

CITY OF WHITTIER
BALANCE SHEET
APRIL 30, 2023

NEW CITY PARK FUND

ASSETS

24-000-0100	CASH - COMBINED FUND	88,760.45	
	TOTAL ASSETS		88,760.45

LIABILITIES AND EQUITY

FUND EQUITY

24-000-3000	FUND BALANCE	88,760.45	
	TOTAL FUND EQUITY		88,760.45
	TOTAL LIABILITIES AND EQUITY		88,760.45

CITY OF WHITTIER
 BALANCE SHEET
 APRIL 30, 2023

SHOTGUN COVE

<u>ASSETS</u>			
30-000-0100	CASH - COMBINED FUND	248,160.00	
30-000-1205	GRANT RECEIVABLE	11,347.50	
	TOTAL ASSETS		<u>259,507.50</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
30-000-2000	ACCOUNTS PAYABLE	11,347.50	
	TOTAL LIABILITIES		11,347.50
<u>FUND EQUITY</u>			
	REVENUE OVER EXPENDITURES - YTD	<u>248,160.00</u>	
	BALANCE - CURRENT DATE	248,160.00	
	TOTAL FUND EQUITY		<u>248,160.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>259,507.50</u>

CITY OF WHITTIER
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

SHOTGUN COVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEDERAL GRANT REVENUE WFL</u>						
30-350-4063	WFL DLG GRANT 3303A70007700000	.00	89,916.67	.00	(89,916.67)	.0
	TOTAL FEDERAL GRANT REVENUE WFL	.00	89,916.67	.00	(89,916.67)	.0
<u>SOURCE 390</u>						
30-390-4990	TRANSFERS-IN	.00	248,160.00	248,160.00	.00	100.0
	TOTAL SOURCE 390	.00	248,160.00	248,160.00	.00	100.0
	TOTAL FUND REVENUE	.00	338,076.67	248,160.00	(89,916.67)	136.2

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

SHOTGUN COVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FEDERAL GRANT EXPENDITURES WFL</u>					
30-850-9543 WFL DLG GRANT DTFH70-03A170077	11,347.50	78,569.17	.00	(78,569.17)	.0
30-850-9544 FLAP 1 SCR DESIGN	.00	11,347.50	.00	(11,347.50)	.0
TOTAL FEDERAL GRANT EXPENDITURES W	11,347.50	89,916.67	.00	(89,916.67)	.0
TOTAL FUND EXPENDITURES	11,347.50	89,916.67	.00	(89,916.67)	.0
NET REVENUE OVER EXPENDITURES	(11,347.50)	248,160.00	248,160.00	.00	100.0

CITY OF WHITTIER
 BALANCE SHEET
 APRIL 30, 2023

2019 EARTHQUAKE

ASSETS

31-000-0100	CASH - COMBINED FUND	(1,441,488.63)	
31-000-1201	AR - NOT THRU AR JOURNAL		35,539.02	
31-000-1205	GRANT RECEIVABLE		1,440,986.13	
			<u> </u>	
	TOTAL ASSETS			<u><u>35,036.52</u></u>

LIABILITIES AND EQUITY

FUND EQUITY

	REVENUE OVER EXPENDITURES - YTD	<u>35,036.52</u>		
	BALANCE - CURRENT DATE		<u>35,036.52</u>	
	TOTAL FUND EQUITY			<u><u>35,036.52</u></u>
	TOTAL LIABILITIES AND EQUITY			<u><u>35,036.52</u></u>

CITY OF WHITTIER
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

2019 EARTHQUAKE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STATE GRANT REVENUE</u>					
31-320-4275 INSURANCE SETTLEMENT	.00	35,539.02	.00	(35,539.02)	.0
TOTAL STATE GRANT REVENUE	.00	35,539.02	.00	(35,539.02)	.0
TOTAL FUND REVENUE	.00	35,539.02	.00	(35,539.02)	.0

CITY OF WHITTIER
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

2019 EARTHQUAKE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STATE GRANT EXPENDITURES</u>					
31-820-9200 GRANT EXPENDITURES	.00	502.50	.00	(502.50)	.0
TOTAL STATE GRANT EXPENDITURES	.00	502.50	.00	(502.50)	.0
TOTAL FUND EXPENDITURES	.00	502.50	.00	(502.50)	.0
NET REVENUE OVER EXPENDITURES	.00	35,036.52	.00	(35,036.52)	.0

CITY OF WHITTIER
BALANCE SHEET
APRIL 30, 2023

WATER AND WASTEWATER

ASSETS

50-000-0100	CASH - COMBINED FUND	565,684.42	
50-000-1200	ACCT REC - WATER WASTEWATER	4,896.00	
50-000-1800	SYSTEMS	12,666,103.20	
50-000-1810	BUILDINGS & FACILITIES	1,579,746.74	
50-000-1820	MACHINERY & EQUIPMENT	115,753.81	
50-000-1890	ACCUMULATED DEPRECIATION	(8,240,562.81)	
	TOTAL ASSETS		6,691,621.36

LIABILITIES AND EQUITY

LIABILITIES

50-000-2000	ACCOUNTS PAYABLE	2,592.63	
50-000-2050	FEDERAL PAYROLL TAXES PAYABLE	997.63	
50-000-2060	ESC TAXES PAYABLE	140.45	
50-000-2075	HEALTH & LIFE INSURANCE PAYABL	1,709.76	
50-000-2080	PERS PAYABLE	5,069.71	
50-000-2090	AFLAC/GUARDIAN INSURANCE LIAB	(141.42)	
50-000-2095	ACCRUED LEAVE	19,328.42	
50-000-2150	ACCRUED PAYROLL	4,276.51	
50-000-2320	UNEARNED REVENUE	973.34	
	TOTAL LIABILITIES		34,947.03

FUND EQUITY

50-000-3000	RETAINED EARNINGS	(1,495,377.48)	
50-000-3350	NET INVESTMENT CAPITAL ASSETS	8,248,949.93	
	REVENUE OVER EXPENDITURES - YTD	(96,898.12)	
	BALANCE - CURRENT DATE	6,656,674.33	
	TOTAL FUND EQUITY		6,656,674.33
	TOTAL LIABILITIES AND EQUITY		6,691,621.36

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

WATER AND WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
50-340-4300 WATER SERVICE CHARGES	8,225.63	29,949.94	298,297.00	268,347.06	10.0
50-340-4350 WASTE WATER SERVICE CHARGES	6,049.87	23,182.58	91,000.00	67,817.42	25.5
50-340-4500 ENTERPRISE-PERMIT FEES	.00	.00	100.00	100.00	.0
TOTAL CHARGES FOR SERVICES	14,275.50	53,132.52	389,397.00	336,264.48	13.6
<u>MISCELLANEOUS</u>					
50-360-4901 INTEREST ON BANK ACCOUNTS	.00	8,798.52	15,000.00	6,201.48	58.7
50-360-4910 MISCELLANEOUS INCOME	266.08	266.08	1,500.00	1,233.92	17.7
TOTAL MISCELLANEOUS	266.08	9,064.60	16,500.00	7,435.40	54.9
<u>PROPERTY & SURPLUS SALES</u>					
50-390-4990 TRANSFERS IN	.00	23,341.00	23,341.00	.00	100.0
TOTAL PROPERTY & SURPLUS SALES	.00	23,341.00	23,341.00	.00	100.0
TOTAL FUND REVENUE	14,541.58	85,538.12	429,238.00	343,699.88	19.9

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

WATER AND WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER & WASTE WATER OPERATING</u>					
50-800-6000 SALARIES & WAGES	16,447.55	47,353.74	147,434.00	100,080.26	32.1
50-800-6030 FICA TAXES	238.48	727.66	2,648.00	1,920.34	27.5
50-800-6040 WORKER'S COMP.	.00	.00	4,958.00	4,958.00	.0
50-800-6050 ESC TAXES	221.32	737.04	1,452.00	714.96	50.8
50-800-6060 HEALTH & LIFE INSURANCE	3,651.06	8,967.95	21,267.00	12,299.05	42.2
50-800-6070 PERS RETIREMENT	3,385.40	10,319.48	28,524.00	18,204.52	36.2
50-800-6091 UNIFORM ALLOWANCE	.00	.00	400.00	400.00	.0
50-800-6220 BANK SERVICE CHARGES	.00	.00	6,000.00	6,000.00	.0
50-800-6260 BAD DEBT EXPENSE	.00	.00	1,000.00	1,000.00	.0
50-800-6270 DEPRECIATION	.00	.00	330,898.00	330,898.00	.0
50-800-6280 DUES & SUBSCRIPTIONS	.00	320.00	500.00	180.00	64.0
50-800-6410 INSURANCE - LIABILITY	.00	3,473.51	7,294.00	3,820.49	47.6
50-800-6440 INSURANCE - PROPERTY	.00	2,457.10	6,143.00	3,685.90	40.0
50-800-6540 LICENSES & PERMITS	.00	655.00	1,200.00	545.00	54.6
50-800-6565 OUTSIDE CONTRACTORS	.00	(123.70)	10,000.00	10,123.70	(1.2)
50-800-6570 PHYSICAL EXAMS	.00	.00	500.00	500.00	.0
50-800-6580 POSTAGE	.00	.00	1,300.00	1,300.00	.0
50-800-6635 PROF. FEES - COMPUTER SUPPORT	.00	348.33	1,200.00	851.67	29.0
50-800-6740 SMALL TOOLS	.00	.00	2,000.00	2,000.00	.0
50-800-6750 TESTING WATER/SEWER	.00	1,605.00	7,500.00	5,895.00	21.4
50-800-6770 TRAVEL, TRAINING & DEV.	.00	.00	6,000.00	6,000.00	.0
50-800-7100 REPAIRS - BUILDING	.00	.00	5,000.00	5,000.00	.0
50-800-7350 REPAIRS - EQUIPMENT	.00	221.65	5,000.00	4,778.35	4.4
50-800-7650 REPAIRS - SYSTEM	.00	787.05	5,000.00	4,212.95	15.7
50-800-7750 GAS & OIL - VEHICLES	208.14	928.07	4,500.00	3,571.93	20.6
50-800-8550 SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
50-800-8950 UNIFORMS	.00	.00	500.00	500.00	.0
50-800-8970 SUPPLIES - SAFETY	.00	.00	1,500.00	1,500.00	.0
50-800-8995 SUPPLIES & MATERIALS	.00	616.00	4,000.00	3,384.00	15.4
50-800-9000 UTILITIES -INTERNET	856.79	2,625.03	6,000.00	3,374.97	43.8
50-800-9010 UTILITIES - ELECTRICITY	2,324.20	7,430.01	30,000.00	22,569.99	24.8
50-800-9040 UTILITIES - HEATING FUEL	184.16	976.73	2,500.00	1,523.27	39.1
50-800-9070 UTILITIES - TELEPHONE	128.38	192.59	600.00	407.41	32.1
50-800-9580 CAPITAL OUTLAY - W/WW	.00	.00	15,000.00	15,000.00	.0
50-800-9900 TRANSFER OUT TO GF	.00	40,590.00	40,590.00	.00	100.0
50-800-9901 TRANSFERS OUT - OTHER	.00	51,228.00	51,228.00	.00	100.0
TOTAL WATER & WASTE WATER OPERATING	27,645.48	182,436.24	760,136.00	577,699.76	24.0
TOTAL FUND EXPENDITURES	27,645.48	182,436.24	760,136.00	577,699.76	24.0
NET REVENUE OVER EXPENDITURES	(13,103.90)	(96,898.12)	(330,898.00)	(233,999.88)	(29.3)

CITY OF WHITTIER
BALANCE SHEET
APRIL 30, 2023

SMALL BOAT HARBOR

ASSETS

51-000-0100	CASH - COMBINED FUND	1,096,478.53	
51-000-0110	2017 HARBOR BOND RESERVE	159,025.00	
51-000-1090	PETTY CASH	350.00	
51-000-1200	ACCOUNTS RECEIVABLE - CASELLE	(129.40)	
51-000-1201	ACCTS REC FROM HARBOR	194,021.94	
51-000-1230	ACCOUNTS RECEIVABLE - LEASES	10,644.13	
51-000-1299	ALLOWANCE FOR DOUBTFUL ACCOUNT	(283.90)	
51-000-1720	PREPAID INSURANCE	(.04)	
51-000-1810	BUILDINGS & FACILITIES	24,110,254.03	
51-000-1820	MACHINERY & EQUIPMENT	283,758.55	
51-000-1824	EQUIPMENT - COMPUTER	154,150.47	
51-000-1890	ACCUMULATED DEPRECIATION	(12,303,097.15)	
	TOTAL ASSETS		13,705,172.16

LIABILITIES AND EQUITY

LIABILITIES

51-000-2000	ACCOUNTS PAYABLE	9,251.30	
51-000-2002	AP OTHER NOT THRU JOURNAL	5,064.98	
51-000-2050	FEDERAL PAYROLL TAXES PAYABLE	3,273.54	
51-000-2060	ESC TAXES PAYABLE	544.34	
51-000-2075	HEALTH & LIFE INSURANCE PAYABL	7,299.42	
51-000-2080	PERS PAYABLE	15,088.88	
51-000-2090	AFLAC/GUARDIAN INSURANCE LIAB	6.24	
51-000-2095	ACCRUED LEAVE	34,176.37	
51-000-2150	ACCRUED PAYROLL	16,795.14	
51-000-2178	ACCRUED INTEREST PAYABLE	13,045.83	
51-000-2180	CURRENT PORT.2017 BOND PREMIUM	8,843.00	
51-000-2182	CURRENT PORT. 2017 HARBOR BOND	80,000.00	
51-000-2186	NET PREMIUM-2017 BOND ISSUANCE	114,959.45	
51-000-2188	L/T PORTION. 2017 HARBOR BOND	1,580,000.00	
51-000-2320	UNEARNED REVENUE - MOORAGE	21,780.52	
	TOTAL LIABILITIES		1,910,129.01

FUND EQUITY

51-000-3000	RETAINED EARNINGS	(4,717,501.14)	
51-000-3350	NET INVESTMENT CAPITAL ASSETS	16,362,156.74	
	REVENUE OVER EXPENDITURES - YTD	150,387.55	
	BALANCE - CURRENT DATE	11,795,043.15	
	TOTAL FUND EQUITY		11,795,043.15
	TOTAL LIABILITIES AND EQUITY		13,705,172.16

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
51-340-4251 USER FEES & PERMITS	4,000.00	4,000.00	.00	(4,000.00)	.0
51-340-4399 MOORAGE - TRANSIENT WINTER	.00	1,384.07	25,408.00	24,023.93	5.5
51-340-4401 MOORAGE - PREFERENTIAL	3,159.77	485,711.72	534,990.00	49,278.28	90.8
51-340-4402 MOORAGE - TRANSIENT	26,971.91	173,620.78	524,500.00	350,879.22	33.1
51-340-4403 BOAT LIFT FEES	43.53	43.53	.00	(43.53)	.0
51-340-4404 UTILITY FEES	5,718.61	24,262.75	60,000.00	35,737.25	40.4
51-340-4406 WHARFAGE FEES	.00	.00	15,735.00	15,735.00	.0
51-340-4407 VESSEL TOW FEES	.00	.00	1,000.00	1,000.00	.0
51-340-4409 WAITING LIST FEES	250.00	16,150.00	16,500.00	350.00	97.9
51-340-4410 PUMP OUT FEES	75.00	75.00	500.00	425.00	15.0
51-340-4411 LAUNCH FEES	3,685.00	9,725.00	130,000.00	120,275.00	7.5
51-340-4412 SHOWERS	105.00	125.00	4,500.00	4,375.00	2.8
51-340-4413 GRID	299.72	416.56	2,630.00	2,213.44	15.8
51-340-4414 VESSEL MAINTENANCE	.00	.00	2,500.00	2,500.00	.0
51-340-4415 DRY STORAGE FEES	665.65	2,655.64	5,250.00	2,594.36	50.6
51-340-4416 PARKING - ANNUAL	4,250.00	6,250.00	50,000.00	43,750.00	12.5
51-340-4426 PARKING DAILY	3,124.00	3,636.28	105,000.00	101,363.72	3.5
51-340-4445 MISC. SERVICES	8.75	3,717.49	5,000.00	1,282.51	74.4
TOTAL CHARGES FOR SERVICES	52,356.94	731,773.82	1,483,513.00	751,739.18	49.3
<u>LEASES INCOME</u>					
51-345-4512 LEASE - ARRC NET OF RR SHARE	8,972.87	35,891.48	100,000.00	64,108.52	35.9
51-345-4513 LEASE CREDITS (CONTRA)	(20,195.69)	(20,195.69)	(40,000.00)	(19,804.31)	(50.5)
51-345-4515 LEASE - GARBAGE REVENUE	.00	.00	40,000.00	40,000.00	.0
TOTAL LEASES INCOME	(11,222.82)	15,695.79	100,000.00	84,304.21	15.7
<u>OTHER REVENUE</u>					
51-360-4416 STORAGE IN LIEU OF LEASE	.00	.00	25,000.00	25,000.00	.0
51-360-4417 FUEL FLOAT INCOME	.00	2,207.87	30,000.00	27,792.13	7.4
51-360-4430 CAMPING	.00	.00	23,000.00	23,000.00	.0
51-360-4900 INTEREST & LATE FEES ON A/R	311.30	3,536.42	250.00	(3,286.42)	1414.6
51-360-4901 INTEREST ON BANK ACCO	.00	13,782.55	15,000.00	1,217.45	91.9
51-360-4957 AMORTIZATION OF BOND PREMIUM	.00	.00	8,843.00	8,843.00	.0
TOTAL OTHER REVENUE	311.30	19,526.84	102,093.00	82,566.16	19.1
<u>TRANSFERS IN AND OTHER</u>					
51-390-4991 TRANSFER FROM CPV FUND	.00	156,275.00	156,275.00	.00	100.0
TOTAL TRANSFERS IN AND OTHER	.00	156,275.00	156,275.00	.00	100.0

CITY OF WHITTIER
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TOTAL FUND REVENUE	41,445.42	923,271.45	1,841,881.00	918,609.55	50.1

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HARBOR OPERATIONS EXP</u>					
51-800-6000 SALARIES & WAGES	64,270.66	178,010.13	590,267.00	412,256.87	30.2
51-800-6030 FICA TAXES	1,304.49	3,099.13	11,806.00	8,706.87	26.3
51-800-6040 WORKER'S COMP.	.00	.00	10,887.00	10,887.00	.0
51-800-6050 ESC TAXES	857.57	2,749.37	6,471.00	3,721.63	42.5
51-800-6060 HEALTH & LIFE INSURANCE	16,798.37	43,276.23	125,432.00	82,155.77	34.5
51-800-6070 PERS RETIREMENT	12,574.10	38,699.21	118,328.00	79,628.79	32.7
51-800-6205 ADVERTISING	.00	.00	500.00	500.00	.0
51-800-6220 BANK SERVICE CHARGES	1,559.24	24,035.32	42,000.00	17,964.68	57.2
51-800-6260 BAD DEBT EXPENSE	.00	.00	5,000.00	5,000.00	.0
51-800-6265 BOND INTEREST EXPENSE	39,137.50	39,137.50	76,275.00	37,137.50	51.3
51-800-6270 DEPRECIATION	.00	.00	940,000.00	940,000.00	.0
51-800-6280 DUES & SUBSCRIPTIONS	.00	265.00	500.00	235.00	53.0
51-800-6410 INSURANCE - LIABILITY	.00	26,307.30	50,000.00	23,692.70	52.6
51-800-6420 INSURANCE - AUTO	.00	524.92	1,260.00	735.08	41.7
51-800-6430 INSURANCE EQUIPMENT	11.94	93.12	811.00	717.88	11.5
51-800-6440 INSURANCE - PROPERTY	.00	23,105.54	46,500.00	23,394.46	49.7
51-800-6540 ENTERPRISE-LICENSES & PERMITS	.00	.00	125.00	125.00	.0
51-800-6565 OUTSIDE CONTRACTORS	1,795.00	1,758.90	45,000.00	43,241.10	3.9
51-800-6570 PHYSICAL EXAMS	125.00	125.00	500.00	375.00	25.0
51-800-6580 POSTAGE	500.00	1,295.90	2,500.00	1,204.10	51.8
51-800-6635 PROF. FEES - COMPUTER SUPPORT	.00	358.33	6,000.00	5,641.67	6.0
51-800-6636 PROF FEES - WEB SITE	.00	.00	250.00	250.00	.0
51-800-6650 PROF. FEES - LEGAL	.00	.00	2,000.00	2,000.00	.0
51-800-6700 PUBLICATIONS&SUBS.	.00	.00	350.00	350.00	.0
51-800-6730 EQUIPMENT RENTAL	.00	.00	2,000.00	2,000.00	.0
51-800-6740 SMALL TOOLS	.00	.00	3,500.00	3,500.00	.0
51-800-6770 TRAVEL, TRAINING & DEV.	757.12	757.12	3,000.00	2,242.88	25.2
51-800-6780 WASTE DISPOSAL - EVOS	.00	.00	500.00	500.00	.0
51-800-7100 REPAIRS - BUILDINGS	.00	494.29	9,000.00	8,505.71	5.5
51-800-7350 REPAIRS - EQUIPMENT	.00	9,892.10	5,000.00	(4,892.10)	197.8
51-800-7400 REPAIRS - VEHICLES	.00	.00	1,000.00	1,000.00	.0
51-800-7500 PARKING LOT MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
51-800-7610 REPAIRS - UTILITIES	.00	.00	5,000.00	5,000.00	.0
51-800-7750 GAS & OIL - VEHICLES	373.28	902.80	5,000.00	4,097.20	18.1
51-800-7800 REPAIRS - FACILITIES	.00	.00	5,000.00	5,000.00	.0
51-800-7820 REPAIRS - DOCKS	199.88	199.88	10,000.00	9,800.12	2.0
51-800-8150 SUPPLIES - CONSUMABLE	1,671.26	2,869.83	21,500.00	18,630.17	13.4
51-800-8200 SUPPLIES - PARKING	.00	.00	1,000.00	1,000.00	.0
51-800-8400 SUPPLIES - FIRE SUPPRESSION	.00	.00	1,000.00	1,000.00	.0
51-800-8550 SUPPLIES - OFFICE	170.13	411.74	7,500.00	7,088.26	5.5
51-800-8950 SUPPLIES - UNIFORMS	.00	.00	3,000.00	3,000.00	.0
51-800-8970 SUPPLIES - SAFETY	.00	139.80	5,000.00	4,860.20	2.8
51-800-9000 UTILITIES - INTERNET	1,425.60	6,757.78	35,000.00	28,242.22	19.3
51-800-9010 UTILITIES - ELECTRICITY	7,572.80	33,495.99	85,000.00	51,504.01	39.4
51-800-9040 UTILITIES - HEATING FUEL	406.58	1,846.65	7,000.00	5,153.35	26.4
51-800-9050 UTILITIES - SOLID WASTE	3,480.99	14,003.49	110,000.00	95,996.51	12.7
51-800-9070 UTILITIES - TELEPHONE	394.95	793.09	2,400.00	1,606.91	33.1
51-800-9095 UTILITIES - WATER/WASTEWATER	433.90	1,189.56	35,000.00	33,810.44	3.4
51-800-9213 HARBOR EMERGENCY REPAIR	.00	25,546.20	10,000.00	(15,546.20)	255.5
51-800-9510 SNOW REMOVAL	3,266.67	13,066.68	39,200.00	26,133.32	33.3
51-800-9900 TRANSFER OUT TO GF	.00	167,676.00	167,676.00	.00	100.0
51-800-9901 TRANSFERS OUT - OTHER	.00	30,000.00	30,000.00	.00	100.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL HARBOR OPERATIONS EXP	159,087.03	692,883.90	2,693,038.00	2,000,154.10	25.7
<u>CAPITAL OUTLAY - FROM RESERVE</u>					
51-900-9575 BOND PRINCIPAL	80,000.00	80,000.00	80,000.00	.00	100.0
TOTAL CAPITAL OUTLAY - FROM RESERVE	80,000.00	80,000.00	80,000.00	.00	100.0
TOTAL FUND EXPENDITURES	239,087.03	772,883.90	2,773,038.00	2,000,154.10	27.9
NET REVENUE OVER EXPENDITURES	(197,641.61)	150,387.55	(931,157.00)	(1,081,544.55)	16.2

CITY OF WHITTIER
 BALANCE SHEET
 APRIL 30, 2023

DELONG DOCK

ASSETS

53-000-0100	CASH - COMBINED FUND	1,340,622.74	
53-000-1201	ACCTS REC FROM DELONG DOCK	196,801.68	
53-000-1810	BUILDINGS & FACILITIES	5,529,048.95	
53-000-1820	MACHINERY & EQUIPMENT	4,259.00	
53-000-1890	ACCUMULATED DEPRECIATION	(2,172,061.42)	
	TOTAL ASSETS		<u>4,898,670.95</u>

LIABILITIES AND EQUITY

LIABILITIES

53-000-2000	ACCOUNTS PAYABLE	112.08	
53-000-2050	FEDERAL PAYROLL TAXES PAYABLE	547.94	
53-000-2060	ESC TAXES PAYABLE	28.04	
53-000-2075	HEALTH & LIFE INSURANCE PAYABL	1,446.72	
53-000-2080	PERS PAYABLE	1,037.76	
53-000-2090	AFLAC/GUARDIAN INSURANCE LIAB	96.22	
53-000-2150	ACCRUED PAYROLL	3,122.58	
	TOTAL LIABILITIES		6,391.34

FUND EQUITY

53-000-3000	RETAINED EARNINGS	4,940,039.96	
	REVENUE OVER EXPENDITURES - YTD	(47,760.35)	
	BALANCE - CURRENT DATE	4,892,279.61	
	TOTAL FUND EQUITY		<u>4,892,279.61</u>
	TOTAL LIABILITIES AND EQUITY		<u>4,898,670.95</u>

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

DELONG DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
53-341-4251 USER FEES & PERMITS	4,000.00	4,000.00	6,000.00	2,000.00	66.7
53-341-4402 MOORAGE - TRANSIENT	.00	.00	5,000.00	5,000.00	.0
53-341-4404 UTILITY FEES	.00	.00	15,000.00	15,000.00	.0
53-341-4406 WHARFAGE FEES	.00	.00	366,120.00	366,120.00	.0
TOTAL CHARGES FOR SERVICES	4,000.00	4,000.00	392,120.00	388,120.00	1.0
<u>SOURCE 360</u>					
53-360-4901 INTEREST ON BANK ACCO	.00	7,217.22	.00	(7,217.22)	.0
TOTAL SOURCE 360	.00	7,217.22	.00	(7,217.22)	.0
TOTAL FUND REVENUE	4,000.00	11,217.22	392,120.00	380,902.78	2.9

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

DELONG DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPARTMENT 801</u>					
53-801-6000 SALARES & WAGES	4,335.18	5,304.63	51,190.00	45,885.37	10.4
53-801-6030 FICA/MEDICARE	95.96	110.02	909.00	798.98	12.1
53-801-6040 WORKER'S COMP.	.00	.00	989.00	989.00	.0
53-801-6050 ESC TAXES	44.25	59.07	512.00	452.93	11.5
53-801-6060 HEALTH & LIFE INSURANCE	1,669.67	2,065.89	10,850.00	8,784.11	19.0
53-801-6070 PERS RETIREMENT	836.31	1,049.56	10,671.00	9,621.44	9.8
53-801-6270 DEPRECIATION	.00	.00	571,269.00	571,269.00	.0
53-801-6410 INSURANCE - LIABILITY	.00	4,848.19	6,331.00	1,482.81	76.6
53-801-6440 INSURANCE - PROPERTY	.00	5,698.05	14,246.00	8,547.95	40.0
53-801-6565 OUTSIDE CONTRACTORS	.00	.00	20,000.00	20,000.00	.0
53-801-6730 EQUIPMENT RENTAL	.00	.00	3,000.00	3,000.00	.0
53-801-6740 SMALL TOOLS	.00	.00	1,000.00	1,000.00	.0
53-801-6780 WASTE DISPOSAL - EVOS	.00	.00	10,000.00	10,000.00	.0
53-801-7350 REPAIRS - EQUIPMENT	.00	.00	2,500.00	2,500.00	.0
53-801-7750 GAS & OIL - VEHICLES	.00	.00	500.00	500.00	.0
53-801-7820 REPAIRS - DOCKS	.00	.00	20,000.00	20,000.00	.0
53-801-8150 SUPPLIES - CONSUMABLE	.00	.00	5,000.00	5,000.00	.0
53-801-8400 SUPPLIES - FIRE SUPPRESSION	.00	.00	1,000.00	1,000.00	.0
53-801-8950 SUPPLIES - UNIFORMS	.00	.00	1,000.00	1,000.00	.0
53-801-8970 SUPPLIES - SAFETY	.00	.00	2,500.00	2,500.00	.0
53-801-9010 UTILITIES - ELECTRICITY	112.08	630.16	20,000.00	19,369.84	3.2
53-801-9050 UTILITIES - SOLID WASTE	.00	.00	2,000.00	2,000.00	.0
53-801-9095 UTILITIES - WATER/WASTEWATER	.00	.00	5,000.00	5,000.00	.0
53-801-9900 TRANSFER OUT TO GF	.00	39,212.00	39,212.00	.00	100.0
TOTAL DEPARTMENT 801	7,093.45	58,977.57	799,679.00	740,701.43	7.4
<u>CAPITAL OUTLAY</u>					
53-900-9504 CAPITAL IMPROVEMENTS	.00	.00	60,000.00	60,000.00	.0
53-900-9540 CAP EXP EMERGENCY REPAIRS	.00	.00	10,000.00	10,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	70,000.00	70,000.00	.0
TOTAL FUND EXPENDITURES	7,093.45	58,977.57	869,679.00	810,701.43	6.8
NET REVENUE OVER EXPENDITURES	(3,093.45)	(47,760.35)	(477,559.00)	(429,798.65)	(10.0)

CITY OF WHITTIER
 BALANCE SHEET
 APRIL 30, 2023

MOTOR POOL

ASSETS

60-000-0100	CASH - COMBINED FUND	69,517.00	
60-000-1820	MACHINERY & EQUIPMENT	303,500.00	
60-000-1823	EQUIPMENT - VEHICLES	60,000.00	
60-000-1890	ACCUMULATED DEPRECIATION	(57,609.51)	
	TOTAL ASSETS		<u>375,407.49</u>

LIABILITIES AND EQUITY

FUND EQUITY

60-000-3000	RETAINED EARNINGS	355,407.49	
	REVENUE OVER EXPENDITURES - YTD	<u>20,000.00</u>	
	BALANCE - CURRENT DATE	<u>375,407.49</u>	
	TOTAL FUND EQUITY		<u>375,407.49</u>
	TOTAL LIABILITIES AND EQUITY		<u>375,407.49</u>

CITY OF WHITTIER
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

MOTOR POOL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OTHER REVENUE</u>						
60-360-4910	VEHICLE RENT	.00	20,000.00	20,000.00	.00	100.0
	TOTAL OTHER REVENUE	.00	20,000.00	20,000.00	.00	100.0
	TOTAL FUND REVENUE	.00	20,000.00	20,000.00	.00	100.0

CITY OF WHITTIER
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

MOTOR POOL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>						
60-900-9520	CAPITAL OUTLAY - EQUIPMENT	.00	.00	58,000.00	58,000.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	58,000.00	58,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	58,000.00	58,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	20,000.00	(38,000.00)	(58,000.00)	52.6

CITY OF WHITTIER
BALANCE SHEET
APRIL 30, 2023

COMPENSATED ABSENCES

<u>ASSETS</u>			
61-000-0100	CASH - COMBINED FUND	142,726.35	
	TOTAL ASSETS		142,726.35
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
61-000-2095	ACCRUED LEAVE	142,726.35	
	TOTAL LIABILITIES		142,726.35
	TOTAL LIABILITIES AND EQUITY		142,726.35

CITY OF WHITTIER
 BALANCE SHEET
 APRIL 30, 2023

REVENUE STABILIZATION FUND

<u>ASSETS</u>			
62-000-0100	CASH - COMBINED FUND	16,908.00	
		<u>16,908.00</u>	
	TOTAL ASSETS		<u><u>16,908.00</u></u>
 <u>LIABILITIES AND EQUITY</u>			
 <u>FUND EQUITY</u>			
	REVENUE OVER EXPENDITURES - YTD	<u>16,908.00</u>	
	BALANCE - CURRENT DATE	<u>16,908.00</u>	
	TOTAL FUND EQUITY		<u><u>16,908.00</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>16,908.00</u></u>

CITY OF WHITTIER
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

REVENUE STABILIZATION FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TRANSFERS IN</u>						
62-390-4990	TRANSFERS IN	.00	16,908.00	16,908.00	.00	100.0
	TOTAL TRANSFERS IN	.00	16,908.00	16,908.00	.00	100.0
	TOTAL FUND REVENUE	.00	16,908.00	16,908.00	.00	100.0
	NET REVENUE OVER EXPENDITURES	.00	16,908.00	16,908.00	.00	100.0

CITY OF WHITTIER
 BALANCE SHEET
 APRIL 30, 2023

GENERAL FUND MRRF

ASSETS

72-000-0100	CASH - COMBINED FUND	784,096.50	
	TOTAL ASSETS		<u>784,096.50</u>

LIABILITIES AND EQUITY

FUND EQUITY

72-000-3000	FUND BALANCE	771,900.00	
72-000-3201	F/B-ASSIGNED STORMDRAIN PROJEC	110,016.59	
72-000-3202	F/B-ASSIGNED PS EQUIPMENT	23,000.00	
	REVENUE OVER EXPENDITURES - YTD	(120,820.09)	
	BALANCE - CURRENT DATE	784,096.50	
	TOTAL FUND EQUITY		<u>784,096.50</u>
	TOTAL LIABILITIES AND EQUITY		<u>784,096.50</u>

CITY OF WHITTIER
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND MRRF

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SOURCE 390</u>					
72-390-4990 TRANSFERS-IN	.00	306,000.00	306,000.00	.00	100.0
TOTAL SOURCE 390	.00	306,000.00	306,000.00	.00	100.0
TOTAL FUND REVENUE	.00	306,000.00	306,000.00	.00	100.0

CITY OF WHITTIER
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND MRRF

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPARTMENT 900</u>					
72-900-9200 CAPITAL EXPENDITURES	.00	426,820.09	849,860.00	423,039.91	50.2
TOTAL DEPARTMENT 900	.00	426,820.09	849,860.00	423,039.91	50.2
TOTAL FUND EXPENDITURES	.00	426,820.09	849,860.00	423,039.91	50.2
NET REVENUE OVER EXPENDITURES	.00	(120,820.09)	(543,860.00)	(423,039.91)	(22.2)

CITY OF WHITTIER
 BALANCE SHEET
 APRIL 30, 2023

HARBOR MRRF

ASSETS

73-000-0100	CASH - COMBINED FUND		1,244,186.43	
	TOTAL ASSETS			1,244,186.43

LIABILITIES AND EQUITY

FUND EQUITY

73-000-3000	FUND BALANCE		1,214,186.43	
	REVENUE OVER EXPENDITURES - YTD	30,000.00		
	BALANCE - CURRENT DATE		1,244,186.43	
	TOTAL FUND EQUITY			1,244,186.43
	TOTAL LIABILITIES AND EQUITY			1,244,186.43

CITY OF WHITTIER
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

HARBOR MRRF

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TRANSFERS FROM OTHER FUNDS</u>						
73-390-4992	TRANSFER FROM HARBOR FUND	.00	30,000.00	30,000.00	.00	100.0
	TOTAL TRANSFERS FROM OTHER FUNDS	.00	30,000.00	30,000.00	.00	100.0
	TOTAL FUND REVENUE	.00	30,000.00	30,000.00	.00	100.0

CITY OF WHITTIER
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

HARBOR MRRF

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-GRANT EXPENDITURES</u>						
73-800-9205	HARBOR RENOVATION	.00	.00	330,335.00	330,335.00	.0
	TOTAL NON-GRANT EXPENDITURES	.00	.00	330,335.00	330,335.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	330,335.00	330,335.00	.0
	NET REVENUE OVER EXPENDITURES	.00	30,000.00	(300,335.00)	(330,335.00)	10.0

CITY OF WHITTIER
 BALANCE SHEET
 APRIL 30, 2023

WATER/WASTEWATER MRRF

<u>ASSETS</u>			
75-000-0100	CASH - COMBINED FUND	1,243,211.17	
	TOTAL ASSETS		<u>1,243,211.17</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
75-000-3000	FUND BALANCE	1,051,409.92	
	REVENUE OVER EXPENDITURES - YTD	<u>191,801.25</u>	
	BALANCE - CURRENT DATE	<u>1,243,211.17</u>	
	TOTAL FUND EQUITY		<u>1,243,211.17</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,243,211.17</u>

CITY OF WHITTIER
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

WATER/WASTEWATER MRRF

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>TRANSFERS FROM OTHER FUNDS</u>						
75-390-4992	TRANSFERS-IN OTHER	.00	236,228.00	236,228.00	.00	100.0
	TOTAL TRANSFERS FROM OTHER FUNDS	.00	236,228.00	236,228.00	.00	100.0
	TOTAL FUND REVENUE	.00	236,228.00	236,228.00	.00	100.0

CITY OF WHITTIER
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

WATER/WASTEWATER MRRF

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-GRANT EXPENDITURES</u>					
75-800-9580 CAPITAL OUTLAY - W/WW	.00	44,426.75	440,000.00	395,573.25	10.1
TOTAL NON-GRANT EXPENDITURES	.00	44,426.75	440,000.00	395,573.25	10.1
TOTAL FUND EXPENDITURES	.00	44,426.75	440,000.00	395,573.25	10.1
NET REVENUE OVER EXPENDITURES	.00	191,801.25	(203,772.00)	(395,573.25)	94.1



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

WASHINGTON, D.C. 20460

OFFICE OF
LAND AND EMERGENCY
MANAGEMENT

May 25, 2023

The Honorable Dave Dickason
Mayor of Whittier
PO Box 608
Whittier, AK 99693

Dear Mayor Dickason:

On behalf of the United States Environmental Protection Agency (EPA), I am pleased to congratulate you and confirm that the City of Whittier was selected as one of the entities EPA will begin negotiations with to award a cooperative agreement for a Multipurpose Grant. The City of Whittier submitted an outstanding application, and we deeply appreciate the tremendous commitment of time and energy that went into its preparation.

Since its inception in 1995, EPA's Brownfields Program has worked to help states, Tribal Nations, and communities around the country clean up and revitalize brownfield sites. We fully expect that these brownfield projects will provide benefits to the environment and economy of local communities. Terri Griffith, your Regional Brownfields Contact, will work closely with the City of Whittier to negotiate the cooperative agreement prior to the grant award. You may contact Terri Griffith at 206-553-8511 or griffith.terri@epa.gov.

Again, congratulations on being selected! We look forward to working with you.

Sincerely,

A handwritten signature in black ink that reads "David R. Lloyd". The signature is written in a cursive, flowing style.

David R. Lloyd, Director
Office of Brownfields and Land Revitalization

cc: Terri Griffith
Jackie Wilde

Brownfields 2023 Multipurpose Fact Sheet

Whittier, AK

Grant Recipient Information

Name: City of Whittier
Phone: 907-472-2327 ext 217

EPA Information

Region: EPA Region 10 Brownfields Team
Phone: 206-553-8511
Website: <https://www.epa.gov/brownfields/r10>

Publication Information

Office: United States Environmental Protection Agency
Land and Emergency Management (5105T)
Washington, D.C. 20460

Publication Number: EPA-560-F-23-275
Publication Date: May 2023

Overview of the EPA Brownfields Program

EPA's Brownfields Program empowers states, communities, and other stakeholders to work together to prevent, assess, safely clean up, and sustainably reuse brownfield sites. A brownfield site is real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. The Small Business Liability Relief and Brownfields Revitalization Act of 2002, as amended by the Brownfields Utilization, Investment and Local Development Act of 2018, was passed to help states and communities around the country clean up and revitalize brownfield sites. Under this law, EPA provides financial assistance to eligible applicants through five competitive grant programs: Multipurpose Grants, Assessment Grants, Revolving Loan Fund Grants, Cleanup Grants, and Job Training Grants. Additionally, funding support is provided to state and tribal response programs through a separate mechanism.

Multipurpose Grant

\$800,000

EPA has selected the City of Whittier for a Brownfields Multipurpose Grant. Grant funds will be used to conduct two Phase I and three Phase II environmental site assessments, develop three cleanup plans, and support community engagement activities. Grant funds also will be used to conduct cleanup activities on up to five of the priority sites identified by the city. The target area for this grant is the City of Whittier. Priority sites include a former school, a former military fuel storage site, and a 2.8-acre military multi-use building and surrounding property.

For further information, including specific grant contacts, additional grant information, brownfields news and events, and publications and links, visit the EPA Brownfields Web site (<http://www.epa.gov/brownfields>).

The information presented in this fact sheet comes from the grant application; EPA cannot attest to the accuracy of the information. The cooperative agreement is negotiated after the selection announcement. Therefore, the funding amount and activities described in this fact sheet are subject to change.



CITY OF WHITTIER

Gateway to Western Prince William Sound

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

TO: City Council
THROUGH: Jim Hunt, City Manager
FROM: Kristin Erchinger, Finance Director
RE: Delong Dock Wharfage Issue

On May 24, 2022, the Whittier City Council held a Public Hearing on Ordinance 2022-003¹ to discuss amending the Delong Dock Tariff for raw fish wharfage from \$0.04 per pound to \$0.02 per pound, consistent with the rates the City has charged for Delong Dock wharfage since the City assumed ownership of the dock in 2019. The Ordinance was introduced at the Council meeting of April 19, 2022 and enacted by the City Council on May 24, 2022. Section 3 of Ordinance 2022-003² set the rate for Delong Dock raw fish wharfage at \$0.02 per pound for 2022. The effect of this Ordinance was to replace the 2022 Delong Dock raw fish wharfage rate of \$0.04 which was passed in Resolution 044-2021 on November 16, 2021, but which rate had not been billed by the City.³

The administration has been asked to provide the City Council with a better understanding of the history of the wharfage rate on Delong Dock, including an explanation as to what led to Delong Dock customers being billed less than the amount appearing in the Tariff beginning in 2019 and continuing through 2021.

Property Exchange – Delong Dock

The City and ARRC entered into a Property Exchange Agreement under which the City obtained ownership of the Delong Dock and the Delong Dock parcel, in exchange for 1.71 acres of land to the south of the Dock as depicted on Plat 2001-156, as Tract A1. The Delong Dock – Tract A1 Property Exchange Agreement was dated June 14, 2018.

Whittier Fee Schedules

The Fee Schedule establishes the fees and charges approved by the City Council. Looking back, the 2017 Fee Schedule indicates no specific fee for the Delong Dock, as the dock was not yet owned by the City.⁴ The first time a Delong Dock wharfage rate was approved in a Fee Schedule was via Resolution 2019-04 (2/19/2019 City Council Meeting). Per the City's legislative history, the Resolution

¹ See attached "Public Hearing Notice" for May 24, 2022 public hearing.

² See attached Ordinance 2022-003 amending the 2022 Delong Dock Tariff to \$0.02/lb. for raw fish wharfage.

³ See attached Resolution 044-2021 establishing the original 2022 Whittier Fee Schedule, prior to amendment.

⁴ The Property Exchange Agreement between the City and ARRC provided in Section 8.2 "The City shall receive at the Closing payment from ARRC for the forty percent (40%) of net Dock revenues for the Transition Period required to be paid by ARRC under Section 1.3 of this Agreement." Under that Section 1.3, "...ARRC agrees to pay to the City forty percent (40%) of the net revenues generated from wharfage and moorage fees received for use of the Dock in calendar year 2017 and January through May 2018 (collectively, the "Transition Period"). The revenues for that period paid by ARRC to the City were \$161,375. Since this period was for a full 18 months and was based on 40% of net revenues, the equivalent annualized revenues equals \$268,958. This is on a "net" (after subtracting expenses) basis.

appears to have an incorrect attachment (which is labeled “**2018** Fee Schedule” – should be “**2019** Fee Schedule”) The attachment to the resolution lists Delong Dock Wharfage – Raw Fish at \$0.04/lb. However, during Council discussion on the Resolution, the audio recording from that Council meeting has Council discussing and ultimately approving a Delong Dock wharfage rate of \$0.03 per pound. The discussion is available in audio recording at: 190219_0012 at 0:32:45.

Councilmember Blair stated that the tariff listed \$0.03 per pound for Delong Dock wharfage and proposed that Council consider a one-half cent increase in the rate (from \$0.03/lb to \$0.035/lb to expedite emergency repairs and get control of the state of the Delong Dock). He suggested asking users of the dock if that fee increase would work for them, and that it could potentially be rolled back next year. He stated the dock was very important to the fishing fleet and the community.

Councilmember Denmark agreed that there is rationale to increase the rate, but he does not support changing fees right before the season starts and it should be considered toward the end of the season so folks can prepare for the next season, and that at this late date it would need to be a negotiation.

Councilmember Pinguoch suggested that discussion of raising fees should take place after the Council determines its future plans for the dock, considering there is a maximum rate that dock users can afford (he suggested the affordability rate for pink salmon was likely \$0.02, and at a rate of \$0.05, dock users would leave). He suggested that 2018 revenues (previous year) could be used for dock repairs.

Council agreed to have further discussion on the issue after the season is over. Council votes unanimously to accept \$0.03 per pound rate (Dickason, Shen, Irvin, Pinguoch, Denmark, Blair). Given that Council discussion referenced a Delong Dock wharfage rate of \$0.03 and legislative history shows a Fee Schedule with the incorrect year (2018) and a rate of \$0.04, it is possible the Fee Schedule was replaced by a laydown at the Council Meeting, but no laydown was mentioned in the audio. Ultimately, Council approved a rate of \$0.03/lb. Discussion ends 0:39:50.

Delong Dock Rate History

The Whittier Fee Schedule presents two rate columns for Delong Dock Wharfage; the first column is the rate without tax and the second column is a column including tax. A review of the “with tax” column by the Finance Director in 2022 discovered that the rates for multiple items were historically calculated incorrectly. Therefore, the 2022 proposed Tariff removed data from the “with tax” column for some items, to avoid confusion and inaccurate billings. The historical Delong Dock rates approved by the City Council are:

2023 Fee Schedule (ORD 2022-009; 12/13/2022)	\$.02
2022 Amended Tariff (ORD 2022-003; 5/24/2022)	\$.02
2022 Original Tariff (RES 2021-044 – 11/16/2021)	\$.04
2021 Tariff (RES 2021-07; 3/16/2021)	\$.03
2020 Tariff (RES 2019-046 – 12/23/2019))	\$.04
2019 Tariff (RES 2019-04; 02/19/2019)	\$.03
2018 Tariff (RES 2017-30; 11/21/2017 – No Delong Dock rate)	\$19.05 ton ⁵

⁵ There was no specific Delong Dock wharfage charge on the 2019 Tariff. The Whittier Fee Schedule listed “Wharfage – Raw Fish” at \$19.05/ton which is the equivalent of \$0.009525 per pound.

Why were Delong Dock Raw Fish Bills Lower than the Tariff?

The Administration was asked to research what may have led to the City charging \$0.02 per pound for Delong Dock raw fish wharfage from 2019 through 2021, rather than what was approved in the Tariff. We trace the original \$0.02 per pound charge back to 2018; both in e-mail⁶ discussions by then-staff, as well as invoices billed to seafood processors utilizing Delong Dock. A July 6, 2018 email between the then-finance director (John Janik), then-harbor master (Kyle Sinclair) and seafood processor (NPSI) provides insight into the rate discussions at the time. The email states the Alaska Railroad raw fish wharfage rate was \$0.02 per pound (for 2018⁷ was slated to increase to \$0.03) but the Railroad was still charging the processors \$0.02 per pound when the dock ownership transferred to the City. The initial bills sent by the City in July 2018 were charged a rate of \$0.03 per pound; however, in November 2018, the rate was retroactively reduced back to \$0.02 per pound and customers were re-billed the lower \$0.02 per pound rate for the 2018 fishing season. It is important to note that at this time (2018), the City did not yet have a Delong Dock wharfage rate appearing on the Fee Schedule. Lacking a published rate, it makes sense staff would have billed Delong Dock customers the rate the Railroad had been charging (\$0.02 per pound). On the 2018 Fee Schedule, the only wharfage rate listed is *Wharfage – Raw Fish at \$19.05 per ton* (which equates to \$0.009525 per pound). At the Railroad's rate of \$0.02 per pound at Delong Dock, the rate was already 209% higher than the wharfage rate charged on other City docks. At a rate of \$0.03 per pound, the Delong Dock raw fish wharfage rate would have been 315% higher than the rate charged on other City docks. At a rate of \$0.04 per pound, the rate would have been 420% higher than on other City docks. Interestingly, even today, the raw fish tax on other City docks remains unchanged since 2018, at \$19.05 per ton, and is 209% lower than the \$0.02/lb. rate charged on the Delong Dock.

It is not clear why the Harbor billing system was not updated in February 2019 when the City Council established the initial tariff rate for Delong Dock, setting the rate at \$0.03 (per Council discussion)⁸. The most likely explanation is staff turnover. The harbor finance officer updates the billing software and reports today, that she was not informed of the change in rates by the then-harbor master and can find no Tariff changes on their working fee schedules for the period between 2018 and 2019. The most reasonable explanation is that (according to Council meeting minutes), the harbor master was not in attendance at the 2/19/2019 Council meeting where the Tariff was discussed and passed, so the information may not have been relayed to the individual responsible for updating the billing system. Further, the harbor master vacated his position 7/12/2019 and the first invoices for the 2019 Delong Dock season were produced mid-July, so if the harbor master had been aware of the rate change, he was unlikely to have been around to ensure that the rate was adjusted in the billing system. At the same time, the finance director who was in place when the initial rate of \$0.02/lb was established, left his position in July 2018, before Council took up the issue of amending the rate to \$0.03/lb. The position was vacant for three months and was filled by an individual who stayed in the position for only two months (October – December 2018). Thereafter, an off-site contractor was hired at the end of December 2018 and would likely not have had sufficient time by February 2019, to become aware of the need to update the Harbor billing system for this rate change.

⁶ See 7/6/2018 E-mail between Finance Director John Janik, Harbor master Kyle Sinclair, and Kim Hansen of North Pacific Seafoods, Inc.

⁷ See attached ARRC Tariff which anticipated a 2018 change in fish wharfage rate to \$0.03/lb.

⁸ It is not clear why the proposed Tariff attached to Resolution 2019-04 sets Delong Dock wharfage at \$0.04/lb but the City Council read the Tariff and discussed that the rate was \$0.03. Perhaps there was a laydown provided to the City Council at the meeting which was not uploaded to legislative history. There is nothing in the meeting minutes to indicate the presence of a laydown; nonetheless, Council approved a rate of \$0.03/lb.

When and how was the Wharfage Rate Error Discovered?

At least one Council member requested an explanation as to how and when the rate error was discovered. The error was originally made in February 2019 and was discovered in early 2022 when the finance director was assisting harbor staff with applying the sales tax cap to multiple invoices reported on a single statement. By reviewing a particular invoice and comparing it against the rate listed on the Tariff's "with tax" column, the "with tax" rate was found to be incorrect. This led to a comparison between the charged rates and the published Tariff, and identified the mis-match between what was charged and what was reflected in the tariff. The finance director and the harbormaster worked together to propose Ordinance 2022-003 in May 2022, requesting Council reduce the rate to equal the rate that had been historically charged for Delong Dock wharfage since 2018 (namely, \$0.02 per pound). Staff considered whether to recommend raising the rate to the published \$0.04 per pound, but doing so would have doubled the rate charged to customers in the same month their season was starting. Staff felt that such a recommendation was neither fair nor reasonable and would have been inconsistent with the logic Council used in 2019 when deciding not to increase the wharfage rate immediately prior to the start of the 2019 season.

Delong Dock Revenues:

The City's first year of operating the Delong Dock and collecting revenues was 2019. Historic revenues from Delong Dock wharfage are:

2018 = \$161,375 (from ARRC to City)

2019 = \$210,297

2020 = \$349,207

2021 = \$454,513

2022 = \$188,011

In closing, this error can be traced back to 2019. The discovery of the error stresses the importance of annually reviewing the billing system against the Tariff to ensure the two are consistent, and this is an increased internal control measure we have implemented to avoid recurrence. For 2022, the rate that was charged for wharfage on Delong Dock (\$0.02 per pound) was correct based on the amended tariff passed by the City Council on May 24, 2022, prior to the first bills of the season. Any review by the auditors would have seen billed rates in 2022 matching both the billing system and the amended Tariff in 2022.

Sponsored by: Administration
Introduction Date: December 20, 2022
Public Hearing/Enactment Date: December 20, 2022

**CITY OF WHITTIER, ALASKA
NON-CODE ORDINANCE 2022-009**

A NON-CODE ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, AMENDING THE WHITTIER FEE SCHEDULE FOR 2023 TO INCREASE CERTAIN HARBOR RATES AND CHARGES BY 4.9% AND ADD CHARGE FOR ELECTRONIC FILES ON THUMB DRIVE

WHEREAS, the City of Whittier is the municipal government for Whittier, Alaska and provides a variety of services for customers utilizing City facilities including the City-owned harbor and port, and assesses fees for various services provided by the City; and


WHEREAS, the City Council annually reviews the fee schedule to ensure that fees are sufficient and that they fairly and appropriately apportion costs; and

WHEREAS, the City Council has reviewed and approved the 2023 Fee Schedule as attached hereto.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WHITTIER ALASKA HEREBY ORDAINS:


- Section 1.** This is a non-code ordinance.
- Section 2.** The 2023 Whittier Fee Schedule is hereby approved as attached hereto Exhibit A
- Section 3.** Other Fees. All other fees and charges are as identified on the Fee Schedule and do not include sales tax unless otherwise indicated.
- Section 4.** This non-code ordinance becomes effective on January 1, 2023.

ENACTED BY THE CITY COUNCIL OF THE CITY OF WHITTIER, this 20th day of December 2022.


Dave Dickason
Mayor

AYES: Blair, Pinquoch, Denmark, Shen, Dickason
NAYS: None
ABSTAIN: None
ABSENT: Wagner

ATTEST:


Shelby Carlson
City Clerk



(City Seal)



2023 WHITTIER FEE SCHEDULE



ALL DEPARTMENTS

* means any applicable taxes are included

SERVICE	DESCRIPTION	RATE	PER
Bad Check (NSF)		\$ 39.00	Each NSF *
Late Interest	.875%/mo. or 10.5%/annum	0.875%	
Late Fee	\$4.99 per month for billing	\$ 4.95	
Copies 8.5" x 11"	per page / per side	\$ 0.25	Each Page *
Color Copies 8.5" x 11"	per page / per side	\$ 1.00	Each Page *
Copies 8.5" x 14"	per page / per side	\$ 0.35	Each Page *
Color Copies 11" x 17"	per page / per side	\$ 1.50	Each Page *
CDs	Electronic files provided on CD	\$ 5.00	Each CD *
DVDs	Electronic files provided on DVD	\$ 10.00	Each DVD *
Emailed electronic records	electronic files provided by email	\$ 5.00	Each email *
Fax 1st Page	First page	\$ 1.50	Each *
Fax Each Additional Page	Additional Pages	\$ 0.50	Each Page *
Labor Fee	1 hr Per Staff min.	\$ 75.00	Hour
Labor Overtime fee (or after Hours)	2 hr Per Staff min. (if call out)	\$ 112.50	Hour
Labor Holiday Pay	2 hr Per Staff min. (if call out)	\$ 150.00	Hour
Penalty for storage on City property (non-leased land)	\$0.25 per sq ft per month	\$ 0.25	Per month
Platting and recording fees per WMC 16.04.080			
Notary	per document	\$ 10.00	Each Stamp *

HARBOR

SERVICE	DESCRIPTION	Current RATE	4.90%	PER
Preferential Moorage	JAN through DEC	\$ 70.49	\$ 73.94	ft./year *
Annual Transient Moorage (For Qualifying Patrons)	JAN through DEC	\$ 70.49	\$ 73.94	ft./year *
Transient Moorage (Summer Rate)	Daily	\$ 1.12	\$ 1.17	ft./day
Transient Moorage (Summer Rate)	Monthly (Eff. Apr 1 - Sept. 30)	\$ 16.07	\$ 16.86	ft./month
Transient Moorage (Winter)	Eff Oct 1 - March 31	\$ 47.25	\$ 49.57	ft./season *
Launch Ramp (Rec/Comm Fishing)	Round Trip	\$ 20.00	\$ 25.00	Each *
Launch Ramp (Rec/Comm Fishing)	Annual Launch Permit	\$ 160.00		Year *
Launch Ramp Commercial Use	Annual Permit	\$ 500.00		Year *
Launch Ramp Freight Landing Fee	Each Use	\$ 125.00		Each Time *
Wharfage	Freight (per ton)	\$ 14.29		Ton
Wharfage	Raw Fish (per ton)	\$ 19.05		Ton
Delong Dock Wharfage - Freight	Freight (Per pounds)	\$ 0.03		LBS
Delong Dock Wharfage - Raw Fish	Raw Fish (Per pounds)	\$ 0.02		LBS
Hoist	Min. 1 hr	\$ 41.50	\$ 43.53	1 hr
Grid	Per Foot per Tide	\$ 2.42	\$ 2.54	ft./tide
STORAGE / MAINTENANCE				
Dry Storage -- Winter, Per Ft./Month	Vessel (Oct 1-April 1)	\$ 4.00	\$ 4.20	ft./Month *
Dry Storage -- Winter, Per Day	Vessel (Oct 1-April 1)	\$ 6.00	\$ 6.29	Day *
Penalty for storage on City property (non-leased land)	\$0.25 per sq ft per month	\$ 0.25		Per month
Boat Maintenance (5 hours) **	Vessel	\$ 25.00		5 Hour Max

** Boat must remain on trailer. Work limited

PARKING (daily rates are midnight-midnight) [Kiosk or Passport Pay App]

Single Vehicle Parking (up to 24ft.) No campers	Daily - flat rate per day	\$ 11.00	Day *
Parking (January Through December) Per Car	Annual - Flat rate per year (a)	\$ 250.00	Year *
Parking - Truck & Trailer (when available)	Daily - flat rate per day	\$ 22.00	Day *
KWH Whittier Harbor		\$ 0.19	Per KWH
KWH DeLong Dock		\$ 0.34	Per KWH
Monthly Service Charge - Whittier Harbor	Only if elec. Used	\$ 13.20	Monthly
Monthly Service Charge - DeLong Dock	Only if elec. Used	\$ 36.50	Monthly
Unmetered Electric		\$ 12.00	Day

Addition

USED OIL AND WATER COLLECTION FEES

Absorbent Pads	Each	\$ 2.25	Each
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CAMPING (rates are noon-noon) [Kiosk or Passport App]

Tent Site + Vehicle	Primitive w/fire ring	\$ 11.00	Day *
Tent Site + Vehicle (Week)	Primitive w/fire ring	\$ 65.00	Week (7days) *

CITY OF WHITTIER, ALASKA

NON-ORDINANCE 2022-009

Page 3 of 3

RV/Trailer/Motorhome	Primitive w/fire ring	\$ 20.00	Day *
RV/Trailer/Motorhome (Week)	Primitive w/fire ring	\$ 120.00	Week (7days) *
MISCELLANEOUS			
Owner/Agent Assist		\$ 75.00	Hour
Bilge Pump Out	Min. 1 hour	\$ 75.00	Hour
Emergency snow removal	Each occurrence	\$ 250.00	Each
Sewer Pump Out		\$ 10.00	Each
Bilge Pump Rental	Min. 1 hour	\$ 40.00	Hour
Shower		\$ 4.76	Time
Tow (boat rate)(plus labor charged per hour)	min. 1 hour, Plus labor	\$ 75.00	Hour
Harbor Wait List		\$ 50.00	Year *

a) Effective 1/1/22 special parking arrangements no longer allowed. Stall holders, business owners, individuals will pay for each individual parking permit with no additional free parking passes allowed, and each parking space that is used will require a parking permit if not paid at the daily rate.

PUBLIC WORKS

All Equipment and Vehicles will be billed at current Blue Book Rates.
All Labor will be billed at applicable City rates (see All Departments).

PUBLIC SAFETY

SERVICE	DESCRIPTION	RATE	PER
Requests for Police Records on paper		\$ 20.00	Each
Request for accident report on paper		\$ 20.00	Each
Civil Paper Service		\$ 50.00	Each
Records or reports on CD		\$ 20.00	Each
Records or reports on DVD		\$ 25.00	Each
Burn Permit - One Time		\$ 25.00	Each
Burn Permit - Commercial		\$ 100.00	Each
First Aid/CPR Class		\$ 50.00	Each
Ambulance fees	see WMC 13.16.010; based on actual costs + O/H		
Towing and storage fees	see WMC 10.24.200		
Civil penalties for parking violations	see WMC 10.24.230		
Fire fees	see WMC 2.27.200; based on actual costs + O/H		

All Equipment and Vehicles will be billed at current Blue Book Rates.
All Labor will be billed at applicable City rates (see All Departments).

PUBLIC HEARING NOTICE

The Whittier City Council has introduced the following ordinances
A public hearing regarding the adoption of these ordinances
will be held at the

Regular City Council Meeting on

Tuesday, May 24, 2022 at

7:00 pm in the Council Chambers

Public Safety Building

ORDINANCE 2022-002

A NON-CODE ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, APPROVING A THREE-YEAR EXEMPTION AND ADDITIONAL TWO-YEAR DEFERRAL OF MUNICIPAL PROPERTY TAXES ON COMMERCIAL DEVELOPMENT PROPERTY RELATED TO CONSTRUCTION OF NEW CRUISE SHIP DOCK AND UPLAND AMENITIES

ORDINANCE 2022-003

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, AMENDING THE DELONG DOCK TARIFF FOR RAW FISH WHARFAGE FROM \$0.040 TO \$0.020 PER POUND, CONSISTENT WITH THE CITY'S RATES CHARGED SINCE 2019

ORDINANCE 2022-004

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, AMENDING WMC CHAPTER 2.52 TO ADD TWO (2) SEATS TO THE WHITTIER PLANNING AND ZONING COMMISSION MAKING IT A SEVEN (7) MEMBER COMMISSION TO PROMOTE PRODUCTIVITY, PERFORMANCE, AND DIVERSITY OF COMMUNITY MEMBERS TO THE BENEFIT OF THE COMMUNITY, THE CITY COUNCIL, AND THE CITY OF WHITTIER

FULL COPIES OF THE ORDINANCE ARE AVAILABLE AT THE CITY OFFICE

Posted 4/27/2022

City Website/City Calendar

BTI

Harbor Office

Whittier Manor

Anchor Inn Restaurant

Museum

Public Safety Building

**CITY OF WHITTIER, ALASKA
ORDINANCE 2022-003**

AN NON-CODE ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, AMENDING THE DELONG DOCK TARIFF FOR RAW FISH WHARFAGE FROM \$0.040 TO \$0.020 PER POUND, CONSISTENT WITH THE CITY'S RATES CHARGED SINCE 2019

WHEREAS, in 2018, the Alaska Railroad transferred the Delong Dock to the City of Whittier; and

WHEREAS, the Alaska Railroad was charging \$0.040 for raw fish coming across the Delong Dock and it was anticipated that the City of Whittier would continue charging the \$0.040 fee when the Delong Dock was acquired; and

WHEREAS, The City of Whittier charges \$0.020 per pound for raw fish that comes across the City Dock and the Ocean Dock; and

WHEREAS, other Harbor Alaska municipalities with ports or harbors maintain a raw fish tax lower than \$0.04 per pound and Whittier desires to maintain competitive rates; and

WHEREAS, although the City of Whittier's Fee Schedule has listed a Delong Dock Wharfage Raw Fish Tariff at \$0.040 per pound since that fee was initially determined via Resolution No. 04-2019, the City has charged a \$0.020 per pound fee due to an error in the Harbor's billing system; and

WHEREAS, the error is due to failure to amend the rate in the harbor's billing system after the City's acquisition of the Delong Dock; and

WHEREAS, the \$0.040 price per pound of raw fish coming across the Delong Dock is excessive and cost prohibitive to local fish processing businesses; and

WHEREAS, it is recommended that the advertised Delong Dock Wharfage for Raw Fish per pound be adjusted from \$0.040 to \$0.020 and amend the 2022 Whittier Fee Schedule to reflect the change; and

NOW, THEREFORE, THE CITY COUNCIL ORDAINS that:

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

Section 2. **Effective Date** This ordinance shall take effect immediately upon adoption.

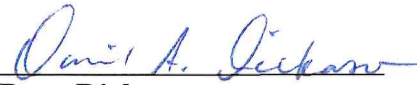
**CITY OF WHITTIER, ALASKA
ORDINANCE 2022-003**

Section 3. Exhibit A, 2022 City of Whittier Harbor Fee Schedule

The 2022 Whittier Fee Schedule is hereby amended to reduce the Delong Dock wharfage fee for raw fish from \$0.04 to \$0.02 and the “with tax” column for that fee is to be left blank as seen below on exhibit A.

SERVICE	DESCRIPTION	RATE	W/TAX	PER
Preferential Moorage	JAN through DEC	\$ 70.49	\$ 74.01	ft./year *
Annual Transient Moorage (For Qualifying Patrons)	JAN through DEC	\$ 70.49	\$ 74.01	ft./year *
Transient Moorage (Summer Rate)	Daily	\$ 1.12	\$ 1.18	ft./day
Transient Moorage (Summer Rate)	Monthly (Eff. Apr 1 - Sept. 30)	\$ 16.07	\$ 16.87	ft./monthly
Transient Moorage (Winter)	Eff Oct 1 - March 31	\$ 47.25	\$ 49.61	ft./season *
Launch Ramp (Rec/Comm Fishing)	Round Trip	\$ 20.00	\$ 20.00	Each *
Launch Ramp (Rec/Comm Fishing)	Annual Launch Permit	\$ 160.00	\$ 160.00	Year *
Launch Ramp Commercial Use	Annual Permit	\$ 500.00	\$ 500.00	Year *
Launch Ramp Freight Landing Fee	Each Use	\$ 125.00	\$ 125.00	Each Time *
Wharfage	Freight (per ton)	\$ 14.29	\$ 15.00	Ton
Wharfage	Raw Fish (per ton)	\$ 19.05	\$ 20.00	Ton
Delong Dock Wharfage - Freight	Freight (Per pounds)	\$ 0.03	\$ 0.04	LBS
Delong Dock Wharfage - Raw Fish	Raw Fish (Per pounds)	\$0.020	\$ 0.040	LBS
Hoist	Min. 1 hr	\$ 41.50	\$ 43.58	1 hr
Grid	Per Foot per Tide	\$ 2.42	\$ 2.54	ft./tide

ENACTED BY THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA
this 24th day of May, 2022


Dave Dickason
Mayor

AYES: Blair, Wagner, Shen, Denmark, and Dickason
NOES:
ABSENT: Pinguoch
ABSTAIN: McCord

ATTEST:


Naelene Matsumiya
City Clerk

(City seal)

Sponsored by: Hunt

**CITY OF WHITTIER, ALASKA
RESOLUTION 044- 2021**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER ALASKA, ADOPTING A 2022 WHITTIER FEE SCHEDULE FOR ALL CITY DEPARTMENTS, INCLUDING THE HARBOR

WHEREAS, the City of Whittier is the municipal government for Whittier, Alaska and provides a variety of services for customers utilizing City facilities, including the City-owned harbor and port infrastructure; and

WHEREAS, the City administration annually examines the fee schedule and makes recommendations to the City Council to establish adequate fees to be charged appropriately and fairly; and

WHEREAS, the City Council has reviewed and approved the 2022 Fee Schedule as attached hereto; and

WHEREAS, the 2022 Fee Schedule will be effective beginning January 1, 2022, and the rates contained herein may be billed in advance of January 1 for fees for services received by customers on or after January 1, 2022.

NOW, THEREFORE, BE IT RESOLVED; that the Whittier City Council hereby adopts the attached Exhibit A as the 2022 Fee Schedule.

PASSED AND APPROVED BY A DULY CONSTITUTED QUORUM OF THE WHITTIER CITY COUNCIL this 16th day of November 2021.

THE CITY OF WHITTIER, ALASKA


Dave Dickason, Mayor

- AYES: McCord, Wagner, Shen Dickason
- NAYS: Blair, Pinqouch, Denmark
- ABSENT:
- ABSTAIN:

ATTEST:


Jackie C. Wilde
Assistant City Manager/Acting City Clerk



2022 WHITTIER FEE SCHEDULE

Exhibit A
Approved by City
Resolution 2021-044



ALL DEPARTMENTS

* means any applicable taxes are included

SERVICE	DESCRIPTION	RATE	W/TAX	PER
Bad Check (NSF)		\$ 39.00		Each NSF *
Late Interest	.875% of unpaid balance		0.00875	Per Month *
Late Fee	\$4.95 per month for billing	\$ 4.95		Per Month *
Copies 8.5" x 11"	per page / per side	\$ 0.25		Each Page *
Color Copies 8.5" x 11"	per page / per side	\$ 1.00		Each Page *
Copies 8.5" x 14"	per page / per side	\$ 0.35		Each Page *
Color Copies 11" x 17"	per page / per side	\$ 1.50		Each Page *
CDs	Electronic files provided on CD	\$ 5.00		Each CD *
DVDs	Electronic files provided on DVD	\$ 10.00		Each DVD *
Emailed electronic records	electronic files provided by email	\$ 5.00		Each email *
Fax 1st Page	First page	\$ 1.50		Each *
Fax Each Additional Page	Additional Pages	\$ 0.50		Each Page *
Labor Fee	1 hr Per Staff min.	\$ 75.00	\$ 78.75	Hour
Labor Overtime fee (or after Hours)	2 hr Per Staff min. (if call out)	\$ 112.50	\$ 118.13	Hour
Labor Holiday Pay	2 hr Per Staff min. (if call out)	\$ 150.00	\$ 157.50	Hour
Penalty for storage on City property (non-leased land)	\$0.25 per sq ft per month	\$ 0.25	\$ 0.2625	Per Month *
Platting and recording fees per WMC 16.04.080				
Notary	per document	\$ 10.00		Each Stamp *

HARBOR

SERVICE	DESCRIPTION	RATE	W/TAX	PER
Preferential Moorage	JAN through DEC	\$ 70.49	\$ 74.01	ft./year *
Annual Transient Moorage (For Qualifying Patrons)	JAN through DEC	\$ 70.49	\$ 74.01	ft./year *
Transient Moorage (Summer Rate)	Daily	\$ 1.12	\$ 1.18	ft./day
Transient Moorage (Summer Rate)	Monthly (Eff. Apr 1 - Sept. 30)	\$ 16.07	\$ 16.87	ft./monthly
Transient Moorage (Winter)	Eff Oct 1 - March 31	\$ 47.25	\$ 49.61	ft./season *
Launch Ramp (Rec/Comm Fishing)	Round Trip	\$ 20.00	\$ 20.00	Each *
Launch Ramp (Rec/Comm Fishing)	Annual Launch Permit	\$ 160.00	\$ 160.00	Year *
Launch Ramp Commercial Use	Annual Permit	\$ 500.00	\$ 500.00	Year *
Launch Ramp Freight Landing Fee	Each Use	\$ 125.00	\$ 125.00	Each Time *
Wharfage	Freight (per ton)	\$ 14.29	\$ 15.00	Ton
Wharfage	Raw Fish (per ton)	\$ 19.05	\$ 20.00	Ton
Delong Dock Wharfage - Freight	Freight (Per pounds)	\$ 0.03	\$ 0.04	LBS
Delong Dock Wharfage - Raw Fish	Raw Fish (Per pounds)	\$ 0.040	\$ 0.05	LBS
Hoist	Min. 1 hr	\$ 41.50	\$ 43.58	1 hr
Grid	Per Foot per Tide	\$ 2.42	\$ 2.54	ft./tide
STORAGE / MAINTENACE				
Dry Storage -- Winter, Per Ft/Month	Vessel (Oct 1-April 1)		\$ 4.00	ft./Month *
Dry Storage -- Winter, Per Day	Vessel (Oct 1-April 1)	\$ 6.00	\$ 6.30	Day *
Penalty for storage on City property (non-leased land)	\$0.25 per sq ft per month	\$ 0.25	\$ 0.2625	Per Month *
Boat Maintenance (5 hours)	Vessel	\$ 25.00		5 Hour Max
PARKING (daily rates are midnight-midnight) [Kiosk or MacKay Pay App]				
Single Vehicle Parking (up to 24ft.) No campers	Daily - flat rate per day		\$ 11.00	Day *
Parking (January Through December) Per Car	Annual - Flat rate per year (a)	\$ 250.00	\$ 262.50	Year *
Parking - Truck & Trailer (when available)	Daily - flat rate per day		\$ 22.00	Day *
ELECTRIC USAGE				
KWH - Small Boat Harbor		\$ 0.19	\$ 0.20	Per KWH
Monthly Service Charge - Small Boat Harbor	Only if elec. Used	\$ 13.20	\$ 13.86	Monthly
Unmetered Electric		\$ 12.00	\$ 12.60	Day
KWH - Delong Dock		\$ 0.29	\$ 0.30	Per KWH
Monthly Service Charge - Delong Dock	Only if elec. Used	\$ 36.50	\$ 38.33	Monthly

USED OIL AND WATER COLLECTION FEES

Absorbent Pads	Each	\$ 2.25	\$ 2.36	Each
CAMPING (rates are noon-noon) [Kiosk or MacKay Pay App]				
Tent Site + Vehicle	Primitive w/fire ring		\$ 11.00	Day *
Tent Site + Vehicle (Week)	Primitive w/fire ring		\$ 65.00	Week (7days) *
RV/Trailer/Motorhome	Primitive w/fire ring		\$ 20.00	Day *
RV/Trailer/Motorhome (Week)	Primitive w/fire ring		\$ 120.00	Week (7days) *
MISCELLANEOUS				
Late Interest	.875% of unpaid balance		0.00875	Per Month *
Late Fee	\$4.95 per month for billing	\$ 4.95		Per Month *
Ower/Agent Assist		\$ 75.00	\$ 78.75	Hour
Bilge Pump Out	Min. 1 hour	\$ 75.00	\$ 78.75	Hour
Emergency snow removal	Each occurrence	\$ 250.00	\$ 262.50	Each
Sewer Pump Out		\$ 10.00	\$ 10.50	Each
Bilge Pump Rental	Min. 1 hour	\$ 40.00	\$ 42.00	Hour
Shower		\$ 4.76	\$ 5.00	Time
Annual Trash Dump Fee for each Harbor business/leaseholder on April 1		\$ 275.00		Year
Monthly trash service charge for each Harbor business/leaseholder (b)		\$ 75.00		Per Month
Tow (boat rate)(plus labor charged per hour)	min. 1 hour, Plus labor	\$ 75.00	\$ 78.75	Hour
Harbor Wait List			\$ 50.00	Year *

(a) Effective January 1, 2022, special parking arrangements are no longer allowed. Stall holders, business owners, individuals will pay for each individual parking permit with no additional free parking passes allowed, and each parking space that is used will require a parking permit if not paid at the daily rate..

(b) Effective April 1 through November 1, applies to Harbor businesses, leaseholders, and commercial vessels subject to business license requirements.

PUBLIC WORKS

**All Equipment and Vehicles will be billed at current Blue Book Rates.
All Labor will be billed at applicable City rates (see All Departments).**

PUBLIC SAFETY

SERVICE	DESCRIPTION	RATE	W/TAX	PER
Requests for Police Records on paper		\$ 20.00	\$ 21.00	Each
Request for accident report on paper		\$ 20.00	\$ 21.00	Each
Civil Paper Service		\$ 50.00	\$ 52.50	Each
Records or reports on CD		\$ 20.00	\$ 21.00	Each
Records or reports on DVD		\$ 25.00	\$ 26.25	Each
Burn Permit - One Time		\$ 25.00	\$ 26.25	Each
Burn Permit - Commercial		\$ 100.00	\$ 105.00	Each
First Aid/CPR Class		\$ 50.00	\$ 52.50	Each
Ambulance fees	See WMC 13.16.010; based on actual costs + O/H			
Towing and storage fees	See WMC 10.24.200			
Civil penalties for parking violations	See WMC 10.24.230			
Fire fees	See WMC 2.27.200; based on actual costs + O/H			

**All Equipment and Vehicles will be billed at current Blue Book Rates.
All Labor will be billed at applicable City rates (see All Departments) plus 15% overhead.**

** Boat must remain on trailer. Work limited

**CITY OF WHITTIER, ALASKA
RESOLUTION #46-2019**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER ALASKA
ADOPTING A HARBOR FEE SCHEDULE FOR 2020**

WHEREAS, the City of Whittier is the municipal government for Whittier, Alaska and is the owner and operator of City-owned harbor and port infrastructure and annually establishes a Harbor Fee Schedule; and

WHEREAS, the City administration is recommending no changes to the current Harbor fee schedule until such time as a study is conducted to assess the adequacy of current rates and charges relative to other comparable ports in Alaska; and

WHEREAS, the City is advertising for the harbormaster position and when the position is filled, the harbormaster will work with the Port and Harbor Commission to review and recommend rates sufficient to cover the anticipated operating, capital, infrastructure, expansion, depreciation and debt service costs associated with the port and harbor; and

WHEREAS, the City is required to periodically assess the adequacy of rates and charges to ensure that rates are sufficient to meet legally mandated bond coverage requirements.

NOW, THEREFORE, BE IT RESOLVED; that the Whittier City Council adopts the attached Exhibit A as the Fee Schedule for 2020.

**PASSED AND APPROVED BY A DULY CONSTITUTED QUORUM OF THE
WHITTIER CITY COUNCIL THIS 23rd DAY OF DECEMBER 2019.**

ATTEST:



Naelene Matsumiya
City Clerk



Dave Dickason
Mayor

Ayes: 4
Nays: 0
Absent: 3
Abstain: 0

Appendix "A"
CITY OF WHITTIER - HARBOR FEE SCHEDULE - 2020
 (* APPLICABLE TAXES INCLUDED)

SERVICE	DESCRIPTION	RATE	W/TAX	PER
Preferential Moorage	Jan thru Dec		\$ 67.13	ft./year *
Annual Transient Moorage	Jan thru Dec		\$ 67.13	ft./year *
Transient Moorage	Daily	\$ 1.12	\$ 1.18	ft./day
Transient Moorage	Monthly	\$ 21.83	\$ 22.92	ft./monthly
Transient Moorage (Winter)	Sept 16 to Apr 15		\$ 45.00	ft./season *
Boat Lift - Short	1 hr min	\$ 305.49	\$ 320.76	1 hr
Boat Lift - Normal	1 hr min	\$ 274.89	\$ 288.63	1 hr
Boat Lift - Rail Car Lift	1 hr min	\$ 356.49	\$ 374.31	1 hr
Each Additional 1/2 hour		\$ 102.00	\$ 107.10	1/2 hr
Launch Ramp	Round Trip		\$ 20.00	Each *
Launch Ramp (Recreational/Pleasure)	Annual Launch Permit		\$ 160.00	Year *
Launch Ramp (Smitty's Cove Commercial Launch)	Annual Permit		\$ 500.00	Year *
Launch Ramp (Smitty's Cove Freight Handling Fee)	Each Use		\$ 125.00	Each time *
Wharfage	Freight	\$ 14.29	\$ 15.00	Ton
Wharfage	Raw Fish	\$ 19.05	\$ 20.00	Ton
Delong Dock Wharfage - Freight	Freight (per pound)	\$ 0.03	\$ 0.04	LBS
Delong Dock Wharfage - Raw Fish	Raw Fish (per pound)	\$ 0.04	\$ 0.05	LBS
Hoist	Min. 1 hr	\$ 41.50	\$ 43.58	1 hr
Grid	Per Foot per Tide	\$ 2.42	\$ 2.54	ft./tide

STORAGE/MAINTENANCE				
Dry Storage - Winter, Per Ft/Month	Vessel (Oct 1-March 31)		\$ 4.00	ft./Month *
Dry Storage - Winter, Per Day	Vessel (Oct 1-March 31)	\$ 6.00	\$ 6.30	Day
Boat Maintenance (Day 1-7)	Vessel (Apr 1-Sept 30)	\$ 10.00	\$ 10.50	Day
Boat Maintenance (Starting day 8)	Vessel (Apr 1-Sept 30)	\$ 20.00	\$ 21.00	Day
Dry Storage - Clean Up Fee	Clean up fee (min. 1 hr)	\$ 75.00	\$ 78.75	per hour

PARKING (daily rates are midnight - midnight)				
Single Vehicle Parking (up to 24 ft.) No campers	Daily - flat rate per day		\$ 11.00	Day *
Parking (January through December) per car	Annual - flat rate per year		\$ 250.00	Year *
Parking - Truck and Trailer (when available)	Daily - flat rate per day		\$ 22.00	Day *
KWH		\$ 0.16	\$ 0.17	Per KWH
Monthly Service Charge	Only if elec. Used	\$ 13.20	\$ 13.86	Monthly
Unmetered Electric		\$ 12.00	\$ 12.60	Day

USED OIL AND WATER COLLECTION FEES				
Absorbent Pads	Each	\$ 2.25	\$ 2.36	Each
Pure Used Oil (no solvents)	Per gallon	\$ 1.60	\$ 1.68	Gallon
Used Oil and Water	Per gallon	\$ 3.50	\$ 3.68	Gallon
Used Glycol	Per gallon	\$ 2.00	\$ 2.10	Gallon
Fuel (Diesel, Jet Fuel, Heating)	Per gallon	\$ 2.50	\$ 2.63	Gallon

CAMPING (rates are noon to noon)				
Tent Site + Vehicle	Primitive w/fire ring		\$ 11.00	Day *
Tent Site + Vehicle (week)	Primitive w/fire ring		\$ 65.00	Week (7 days) *
RV/Trailer/Motorhome	Primitive w/fire ring		\$ 20.00	Day *
RV/Trailer/Motorhome (week)	Primitive w/fire ring		\$ 120.00	Week (7 days) *

MISCELLANEOUS				
Late Fee	0.875% of unpaid balance		0.00875	Per Month *
Owner/Agent Assist		\$ 75.00	\$ 78.75	Hour
Bilge Pump Out	Min. 1 hour	\$ 75.00	\$ 78.75	Hour
Emergency snow removal	Each occurrence	\$ 250.00	\$ 262.50	Each
Sewer Pump Out		\$ 10.00	\$ 10.50	Each
Bilge Pump Rental	Min. 1 hour	\$ 40.00	\$ 42.00	Hour
Shower		\$ 4.76	\$ 5.00	Time
Tow (boat rate) (plus labor charged per hour)	Min. 1 hour, Plus labor	\$ 75.00	\$ 78.75	Hour
Harbor Wait List Fee			\$ 50.00	Year *

C. Parks & Recreation Committee

Dave Dickason reported that there are 3 volunteer groups outside the City that are trying to schedule volunteer days for the summer season.

D. Whittier Community School

Lindsey Erk reported that there are no classes on Thursday/Friday and that Spring Break is approaching. She reported that Outdoor Leadership is coming up and that Officers of the Whittier Police Department will do a presentation on intruders. She stated that some students will be going to see the stage adaptation of The Sound of Music. She said she will be taking students to the Supreme Court Live presentation. She reported that the school district is partnered with AVTEC and the Alaska Marine Highway System to bring students to Chenega Bay to participate in the Culinary Arts program on a ferry boat. She thanked Peter Denmark and stated that she is currently looking to update the secondary location for the emergency rally point for the school.

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

None

10. APPROVAL OF CONSENT CALENDAR

None

11. PUBLIC HEARINGS (NON-ORDINANCE)

None

12. PRESENTATIONS

Item was moved to 5A

13. ORDINANCES (1st Reading)

None

14. PUBLIC HEARING (2nd reading)

None

15. RESOLUTIONS

A. Res. #04-2019 – A Resolution of the City Council of the City of Whittier Alaska, Approving the 2019 Annual Fee Schedule.

MOTION: Dave Dickason made a motion to adopt Res. #04-2019

SECOND: Victor Shen

DICUSSION: Peter Denmark asked if the Fee Schedule had been approved by the Port and Harbor Commission. Greg Clifford, Chair of the Commission stated that the Commission will use the fee schedule for another year. Dan Blair stated that the fees on the Delong Dock will be

important to fishing fleets.

VOTE: motion to adopt Res. #04-2019 passed unanimously.

B. Res. #05-2019 – A Resolution of the City Council of the City of Whittier Alaska, Adopting the 2019 Consumer Price Index Cost of Living Increase Effective With the Pay Period Beginning January 1, 2019.

MOTION: Victor Shen made a motion to adopt Res. #05-2019

SECOND: Dave Dickason

DISCUSSION: Council discussed the resolution at length. Discussing topics such as water and waste water rates, if the private sector mirrors these changes and if the increase applies to contracted employees. Annie addressed all their concerns. Peter Denmark asked for a presentation of the chart that reflected the changes to be made.

VOTE: No vote was taken.

Original motion to adopt died.

MOTION: Dave Dickason made a motion to postpone Res. #05-2019 until the next regular meeting with comparisons to the previous 2 years pay rate.

SECOND: Peter Denmark

DISCUSSION: None

VOTE: Motion to postpone passed unanimously

C. Res. #06-2019 – A Resolution of the City Council of the City of Whittier, Alaska, Authorizing the City Manager to Purchase Servers with Necessary and Required Hardware for the Administration Office, the Harbor Office and the Public Safety Department.

MOTION: Dave Dickason made a motion to adopt Res. #06-2019.

SECOND: Peter Denmark

DISCUSSION: Annie Reeves explained the status of the current servers in the facilities that were listed in the resolution. She stated that the hardware for these servers were outdated and that Alaska Communication Services is looking to help the City in updating the City's servers and hardware. Council discussed the topic at length. Robert Baty commented on the position of the Public Safety's department in the update.

VOTE: No vote was taken.

Original motion to adopt died.

MOTION: Peter Denmark made a motion to postpone Resolution #06-2019 to the Next Regular Meeting.

SECOND: Dave Dickason

DISCUSSION: None.

VOTE: Motion to postpone passed unanimously

(Clerk's note: Victor Shen exited the meeting at 8:03)

RESOLUTION NO. 04-2019

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER
APPROVING THE 2019 ANNUAL FEE SCHEDULE**

WHEREAS, the City of Whittier provides certain services for customers using City facilities; and

WHEREAS, the City charges certain fees for services; and

WHEREAS, a fee schedule is necessary to ensure fees are being charged appropriately and fairly; and

WHEREAS, City Council has reviewed and approves the attached Exhibit A and B, Annual Fee Schedule for 2019 calendar year; and

WHEREAS, The 2019 Annual Fee Schedule will be effective immediately upon approval and continuing until another fee schedule is approved.

NOW THEREFORE BE IT RESOLVED THAT: The City Council by this resolution hereby adopts the attached Exhibit A and B as the Fee Schedule for 2019.

INTRODUCED by Jim Hunt, City Manager

PASSED AND APPROVED THIS 19th DAY OF JANUARY, 2019.



Dan Blair
MAYOR

ATTEST:



Naelene Matsunaga
CITY CLERK

Ayes: 5
Nays: 0
Absent: 2
Abstain: 0

2018 WHITTIER FEE SCHEDULE

ALL DEPARTMENTS

* means any applicable taxes are included

SERVICE	DESCRIPTION	RATE	W/TAX	PER
Bad Check (NSF)		\$ 30.00		Each NSF *
Copies 8.5" x 11"	per page / per side	\$ 0.25		Each Page *
Color Copies 8.5" x 11"	per page / per side	\$ 1.00		Each Page *
Copies 8.5" x 14"	per page / per side	\$ 0.35		Each Page *
Color Copies 11" x 17"	per page / per side	\$ 1.50		Each Page *
CDs	Electronic files provided on CD	\$ 5.00		Each CD *
DVDs	Electronic files provided on DVD	\$ 10.00		Each DVD *
Emailed electronic records	electronic files provided by email	\$ 5.00		Each email *
Fax 1st Page	First page	\$ 1.50		Each *
Fax Each Additional Page	Additional Pages	\$ 0.50		Each Page *
Labor Fee	1 hr Per Staff min.	\$ 75.00	\$ 78.75	Hour
Labor Overtime fee (or after Hours)	2 hr Per Staff min. (if call out)	\$ 112.50	\$ 118.13	Hour
Labor Holiday Pay	2 hr Per Staff min. (if call out)	\$ 150.00	\$ 157.50	Hour
Notary	per document	\$ 10.00		Each Stamp *

HARBOR

SERVICE	DESCRIPTION	RATE	W/TAX	PER
Preferential Moorage	JAN through DEC	\$ 67.13		ft./year *
Annual Transient Moorage	JAN through DEC	\$ 67.13		ft./year *
Transient Moorage	Daily	\$ 1.12	\$ 1.18	ft./day
Transient Moorage	Monthly	\$ 21.83	\$ 22.92	ft./monthly
Transient Moorage (Winter)	SEPT 16 to APR 15	\$ 45.00		ft./season *
Boat Lift - Short	1 hr min	\$ 305.49	\$ 320.76	1 hr
Boat Lift - Normal	1 hr min	\$ 274.89	\$ 288.63	1 hr
Boat Lift - Rail Car Lift	1 hr min	\$ 356.49	\$ 374.31	1 hr
Each Additional 1/2 hour		\$ 102.00	\$ 107.10	1/2 hr
Launch Ramp	Round Trip	\$ 20.00	\$ 20.00	Each *
Launch Ramp (Recreational/Pleasure)	Annual Launch Permit	\$ 160.00	\$ 160.00	Year *
Launch Ramp (Smitty's Cove Commercial Launch)	Annual Permit	\$ 500.00	\$ 500.00	Year *
Launch Ramp (Smitty's Cove Freight Landing Fee)	Each Use	\$ 125.00	\$ 125.00	Each Time *
Wharfage	Freight	\$ 14.29	\$ 15.00	Ton
Wharfage	Raw Fish	\$ 19.05	\$ 20.00	Ton
Delong Dock Wharfage - Freight	Freight (Per pounds)	\$ 0.03	\$ 0.04	LBS
Delong Dock Wharfage - Raw Fish	Raw Fish (Per pounds)	\$ 0.04	\$ 0.05	LBS
Hoist	Min. 1 hr	\$ 41.50	\$ 43.58	1 hr
Grid	Per Foot per Tide	\$ 2.42	\$ 2.54	ft./tide
STORAGE / MAINTENANCE				
Dry Storage -- Winter, Per Ft/Month	Vessel (Oct 1-March 31)	\$ 4.00		ft./Month *
Dry Storage -- Winter, Per Day	Vessel (Oct 1-March 31)	\$ 6.00		Day
Boat Maintenance (Day 1-7)	Vessel (Apr 1-Sept 30)		\$ 10.50	Day
Boat Maintenance (Starting day 8)	Vessel (Apr 1-Sept 30)		\$ 21.00	Day

Dry Storage – Clean Up Fee	Clean up fee (min. 1 hour)	\$ 75.00	\$ 78.75	per hour
PARKING (daily rates are midnight-midnight)				
Single Vehicle Parking (up to 24ft.) No campers	Daily - flat rate per day	\$ 11.00		Day *
Parking (January Through December) Per Car	Annual - Flat rate per year	\$ 250.00		Year *
Parking - Truck & Trailer (when available)	Daily - flat rate per day	\$ 22.00		Day *
KWH		\$ 0.16	\$ 0.17	Per KWH
Monthly Service Charge	Only if elec. Used	\$ 13.20	\$ 13.86	Monthly
Unmetered Electric		\$ 12.00	\$ 12.60	Day
USED OIL AND WATER COLLECTION FEES				
Absorbent Pads	Each	\$ 2.25	\$ 2.36	Each
Pure Used Oil (no solvents)	Per Gallon	\$ 1.60	\$ 1.68	Gallon
Used Oil and Water	Per Gallon	\$ 3.50	\$ 3.68	Gallon
Used Glycol	Per Gallon	\$ 2.00	\$ 2.10	Gallon
Fuel (Diesel, Jet Fuel, Heating)	Per Gallon	\$ 2.50	\$ 2.63	Gallon
CAMPING (rates are noon-noon)				
Tent Site + Vehicle	Primitive w/fire ring	\$ 11.00		Day *
Tent Site + Vehicle (Week)	Primitive w/fire ring	\$ 65.00		Week (7days) *
RV/Trailer/Motorhome	Primitive w/fire ring	\$ 20.00		Day *
RV/Trailer/Motorhome (Week)	Primitive w/fire ring	\$ 120.00		Week (7days) *
MISCELLANEOUS				
Late Fee	.875% of unpaid balance	0.00875		Per Month *
Ower/Agent Assist		\$ 75.00	\$ 78.75	Hour
Bilge Pump Out	Min. 1 hour	\$ 75.00	\$ 78.85	Hour
Emergency snow removal	Each occurrence	\$ 250.00		Each
Sewer Pump Out		\$ 10.00	\$ 10.50	Each
Bilge Pump Rental	Min. 1 hour	\$ 40.00	\$ 42.00	Hour
Shower		\$ 4.76	\$ 5.00	Time
Tow (boat rate)(plus labor charged per hour)	min. 1 hour, Plus labor	\$ 75.00	\$ 78.75	Hour
Harbor Wait List		\$ 50.00		Year *

PUBLIC WORKS

All Equipment and Vehicles will be billed at current Blue Book Rates.
All Labor will be billed at applicable City rates (see All Departments).

PUBLIC SAFETY

SERVICE	DESCRIPTION	RATE	W/TAX	PER
Requests for Police Records on paper		\$ 20.00	\$ 21.00	Each
Request for accident report on paper		\$ 20.00	\$ 21.00	Each
Civil Paper Service		\$ 50.00	\$ 52.50	Each
Records or reports on CD		\$ 20.00	\$ 21.00	Each
Records or reports on DVD		\$ 25.00	\$ 26.25	Each
Burn Permit - One Time		\$ 25.00	\$ 26.25	Each
Burn Permit - Commercial		\$ 100.00	\$ 105.00	Each
First Aid/CPR Class		\$ 50.00	\$ 52.50	Each

RESOLUTION #30-2017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER APPROVING THE 2018 ANNUAL FEE SCHEDULE

WHEREAS, the City of Whittier provides certain services for customers using City facilities;
and

WHEREAS, the City charges certain fees for services; and

WHEREAS, a fee schedule is necessary to ensure fees are being charged appropriately and
fairly; and

WHEREAS, City Council has reviewed and approves the attached Exhibit A, Annual Fee
Schedule for 2018 calendar year; and

WHEREAS, The 2018 Annual Fee Schedule will be effective beginning January 1, 2018 and
continuing until another fee schedule is approved.

NOW THEREFORE BE IT RESOLVED THAT: The City Council by this resolution hereby
adopts the attached Exhibit A as the Fee Schedule for 2018.

PASSED AND APPROVED by a duly constituted quorum of the Whittier City Council
on this 21st day of November 2017.

ATTEST:



Krista Fish
City Clerk



Dan Blair
Mayor

Ayes: 7
Nays: 0
Absent: 0
Abstain: 0

2018 WHITTIER FEE SCHEDULE

ALL DEPARTMENTS

* means any applicable taxes are included

SERVICE	DESCRIPTION	RATE	W/TAX	PER
Bad Check (NSF)		\$ 30.00		Each NSF *
Copies 8.5" x 11"	per page / per side	\$ 0.25		Each Page *
Color Copies 8.5" x 11"	per page / per side	\$ 1.00		Each Page *
Copies 8.5" x 14"	per page / per side	\$ 0.35		Each Page *
Color Copies 11" x 17"	per page / per side	\$ 1.50		Each Page *
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DVDs	Electronic files provided on DVD	\$ 10.00		Each DVD *
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Fax 1st Page	First page	\$ 1.50		Each *
Fax Each Additional Page	Additional Pages	\$ 0.50		Each Page *
Labor Fee	1 hr Per Staff min.	\$ 75.00	\$ 78.75	Hour
Labor Overtime fee (or after Hours)	2 hr Per Staff min. (if call out)	\$ 112.50	\$ 118.13	Hour
Labor Holiday Pay	2 hr Per Staff min. (if call out)	\$ 150.00	\$ 157.50	Hour
Notary	per document	\$ 10.00		Each Stamp *

HARBOR

*GSP Scriben document 5/2/10
\$58,296*

SERVICE	DESCRIPTION	RATE	W/TAX	PER
Preferential Moorage	JAN through DEC	\$ 67.13		ft./year *
Annual Transient Moorage	JAN through DEC	\$ 67.13		ft./year *
Transient Moorage	Daily	\$ 1.12	\$ 1.18	ft./day
Transient Moorage	Monthly	\$ 21.83	\$ 22.92	ft./monthly
Transient Moorage (Winter)	SEPT 16 to APR 15	\$ 45.00		ft./season *
Boat Lift - Short	1 hr min	\$ 305.49	\$ 320.76	1 hr
Boat Lift - Normal	1 hr min	\$ 274.89	\$ 288.63	1 hr
Boat Lift - Rail Car Lift	1 hr min	\$ 356.49	\$ 374.31	1 hr
Each Additional 1/2 hour		\$ 102.00	\$ 107.10	1/2 hr
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Launch Ramp (Smitty's Cove Commercial Launch)	Annual Permit	\$ 500.00	\$ 500.00	Year *
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Wharfage	Freight	\$ 14.29	\$ 15.00	Ton
Wharfage	Raw Fish	\$ 19.05	\$ 20.00	Ton
Hoist	Min. 1 hr	\$ 41.50	\$ 43.58	1 hr
Grid	Per Foot per Tide	\$ 2.42	\$ 2.54	ft./tide

STORAGE / MAINTENANCE

Dry Storage -- Winter, Per Ft/Month	Vessel (Oct 1-March 31)	\$ 4.00		ft./Month *
Boat Maintenance (Day 1-7)	Vessel (Apr 1-Sept 30)		\$ 10.50	Day
Boat Maintenance (Starting day 8)	Vessel (Apr 1-Sept 30)		\$ 21.00	Day
Dry Storage -- Clean Up Fee	Clean up fee (min. 1 hour)	\$ 75.00	\$ 78.75	per hour

PARKING (daily rates are midnight-midnight)

Single Vehicle Parking (up to 24ft.) No campers	Daily - flat rate per day	\$ 11.00		Day *
Parking (January Through December) Per Car	Annual - Flat rate per year	\$ 250.00		Year *
Parking - Truck & Trailer (when available)	Daily - flat rate per day	\$ 22.00		Day *

From: John Janik <finance@whittieralaska.gov>
Sent: Friday, July 6, 2018 1:04 PM
To: Harbor Master <harbor@whittieralaska.gov>
Subject: FW: Dock Contract

Johnny C. Janik, MMPA
Director of Finance
City of Whittier
PO Box 608
Whittier, AK 99693
907-472-2327 ext.5
907-472-2404 (Fax)

From: Kim Hansen [mailto:kimhansen@npsi.us]
Sent: Friday, July 6, 2018 11:40 AM
To: John Janik <finance@whittieralaska.gov>
Subject: RE: Dock Contract

Kyle St Clair called me yesterday afternoon about the changeover. I think he's working on it too.

Attached is AKRR Whittier Terminal Tariff which gives the rates in general.

Our rates for 2017 and 2018 are:

Yes everything is the same. \$50/per vessel/per day up to a max of \$100 per day if the number of vessels exceeds two in any one day & \$0.02 per pound.

Taken directly from an email from Muriel Pelaez (AKRR real estate technician/dock billing & permitting) on 6/4/18.

Page four of the AKRR Whittier dock permit mentions the dockage rates of \$50 per vessel per day, max of \$100 per day, and states that wharfage rates will be assessed according to the Whittier Terminal Tariff rates (page 15 of that attachment). According to that the rate for 2018 is 3¢ per pound but we're still paying 2¢ as per email from Muriel.

Let me know if you need anything else.

Applied for the one borough job, closed on 6/25 but I haven't heard anything more on it. Seems to me I should have by now. There's now three more borough jobs that I'm look at applying for. They are all full time instead of half time but all still less stress than this job. And all still come with being able to take some vacation time during the summer.

From: John Janik <finance@whittieralaska.gov>
Sent: Friday, July 06, 2018 10:37 AM
To: Kim Hansen <kimhansen@npsi.us>
Cc: Harbor Master <harbor@whittieralaska.gov>
Subject: Dock Contract

Kim,

Clayton stopped by yesterday inquiring about a contract with the City as apparently there has been one with the railroad in the past. I am not aware of a contract and our acting city manager is out of state until late next week. Do you by chance have a copy of a previous year contract that I can look at to have some idea of how to approach or forward it?

Any luck with your job search??

Johnny C. Janik, MMPA
Director of Finance
City of Whittier
PO Box 608
Whittier, AK 99693
907-472-2327 ext.5
907-472-2404 (Fax)

RULES AND CHARGES		
ITEM 260		
WHARFAGE		
Charges will be assessed on all cargo including ship's stores and fuel. Over-stowed cargo reloaded to same vessel prior to departure, ship's gear and dunnage will not be charged wharfage.		
Wharfage charges will be assessed as shown below, subject to the following minimum wharfage charges:		
Year	Minimum Wharfage Charges	
2018	\$275.00 [NC]	
2019	\$300.00 [NC]	
2020	\$300.00 [A]	
2021	\$300.00 [A]	
2022	\$325.00 [A]	
Cargo loaded or discharged overside vessels to or from another vessel will be assessed one half the named wharfage charges, subject to minimum wharfage charges shown above.		
WHARFAGE CHARGES (Rates in dollars and cents)		
TYPE OF CARGO	WHARFAGE PER UNIT	UNIT
General Cargo, NOS:		
Year		
2018	\$5.52 [NC]	Short Ton
2019	\$5.80 [NC]	
2020	\$5.92 [A]	
2021	\$6.03 [A]	
2022	\$6.16 [A]	
Exemptions:		
Explosives Gravel Hazardous Waste Live Animals Rock	The rate for these items by request only	
(Continued in next column)		

RULES AND CHARGES		
ITEM 260 (Cont'd)		
WHARFAGE		
WHARFAGE CHARGES (Rates in dollars and cents)		
TYPE OF CARGO	WHARFAGE PER UNIT	UNIT
Fuel:		
Year		
2018	\$0.025 [NC]	Per Gallon
2019	\$0.025 [R]	
2020	\$0.030 [A]	
2021	\$0.030 [A]	
2022	\$0.030 [A]	
Lumber, Cants or Logs:		
Year		
2018	\$5.52 [NC]	Per 1,000 Board Feet
2019	\$5.80 [NC]	
2020	\$5.92 [A]	
2021	\$6.03 [A]	
2022	\$6.16 [A]	
Fish, loose:		
Year		
2018	\$0.030 [R]	Per Pound
2019	\$0.030 [R]	
2020	\$0.030 [A]	
2021	\$0.040 [A]	
2022	\$0.040 [A]	
Empty Containers:		
Year		
2018	\$13.00 [NC]	Per Container
2019	\$14.00 [NC]	
2020	\$14.00 [A]	
2021	\$14.50 [A]	
2022	\$15.00 [A]	

Issued: **January 31, 2018**

EFFECTIVE: March 1, 2018

ISSUED BY: **Alaska Railroad Corporation**, Real Estate & Facilities, P. O. Box 107500, Anchorage, AK 99501-7500

For explanation of Abbreviations and Reference Marks not explained herein, see last page of this tariff.

To: The Honorable Dave Dickason
The Whittier City Council
Jim Hunt, City Manager
Jackie Wilde, Asst. City Manager

From: Sebastian O’Kelly & Brad Gilman

Re: Washington Report

Date: May 12, 2023

FY 2024 Appropriations

The FY 2024 appropriations process has started slowly. Neither the House nor Senate have passed a Budget Resolution setting “top-line” spending amounts. Appropriations levels will be established through the “deeming process” set by the respective House and Senate Appropriations Committees. The House has passed legislation that includes an increase in the debt limit that sets overall appropriations caps for Federal spending at the FY 2022 enacted level. This will mean spending cuts in the House for most Federal agencies, with the exception of the Dept of Defense. Both the House and Senate Appropriations Committees will include Congressionally Directed Spending (CDS for short in the Senate, called Community Projects in the House) in their respective appropriations bills.

House and Senate leadership on both sides of the aisle have started to sit down with the President to negotiate a raising of the debt limit with Republicans seeking to link it to an agreement on a final spending deal. That process has begun with a kick-off meeting this month. These negotiations will likely occur over the next few weeks/months. The Treasury has forecast that without an increase in the debt limit by June 1 it will run out of cash to meet its debt obligations. Other analysts indicate that the timeframe may run a little longer, possibly into August, depending on how robust IRS tax receipts are from annual and quarterly tax filings. Either way, it is likely that at least a short-term extension of the debt limit will be necessary while negotiations continue between the White House and Congressional leadership on overall spending levels.

Concurrently, the House Appropriations Committee will start marking up bills this spring, with bills being considered by the full House in the late spring and summer. The bills will fall under the FY 2022 appropriated level cap and will be opposed by the Administration and House Democrats. They will need adjustments later in the year based on the outcome of the debt limit/spending level negotiations. The Senate appropriations bills will be developed later in the year and may wait for the outcome of the big negotiation.

Senator Murkowski and Rep Peltola are both seeking CDS/Community Project requests for FY 2024, with Rep. Peltola limited to submitting 15 requests (this limit applies to all House Members. In the Senate, while there is no numeric request limit, the Committee does encourage Senators to exercise discretion in project request number/amounts). Senator Murkowski has

submitted the following City CDS requests to the Appropriations Committee -- \$5 million for clean up of the Buckner Building; \$3 million for the Shotgun Cove Road Project; and \$1.95 million for the West Water Main project.

Transportation Grant Opportunities

The Department of Transportation continues to roll out transportation grant opportunities and announcements that have been funded by a combination of Bipartisan Infrastructure Law funds and regular annual appropriations. The deadlines for FY 2023 RAISE and Port Infrastructure Development Program grant submissions have closed but the following program deadlines are upcoming.

- **Safe Roads & Streets For All** -- \$1.2 billion. Deadline July 10
- **Wildlife Crossings Pilot Program** -- \$112 million. Deadline August 1
- **Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Program** -- \$848 million. Deadline August 18

Other DOT programs of interest to rural communities who have not issued their FY 2023 grant opportunities yet but are expected to later in the year include – Bridge Investment Program; Nationally Significant Federal Lands and Tribal Projects; National Culvert Removal, Replacement, and Restoration Grant Program; and Rural Surface Transportation Grant Program. We will keep you apprised as they come open.

Below is a good link to keep track of rural transportation grant opportunities and awards.

<https://www.transportation.gov/rural/funding-opportunities>

Energy

USDA continues to take grant/loan funding application for rural renewable and energy efficiency projects. Local governments, small businesses as well as AK native/village corporations are eligible to apply. The Inflation Reduction Act provided just over \$1 billion in funding for the program which includes both grants and loans. The application window runs on a quarterly basis.

This program does include funding for energy audits of buildings as well as energy efficiency upgrades.

The USDA POC for energy project discussions is below.

Misty Hull, USDA Rural Development
800 E Palmer Wasilla Hwy, Suite 201
Palmer, AK 99645-6539
Tel: (907) 761-7768
misty.hull@usda.gov
<http://www.rd.usda.gov/ak>

Denali Commission – Waterfront Infrastructure Program

The Bipartisan Infrastructure Law along with regular annual appropriations have enabled the Denali Commission to set up a new program to fund small waterfront infrastructure projects. The Commission proposed spending \$5 million this year on such projects. The application period closed in April but there will be future opportunities to apply for funding.

Fisheries & Oceans

- **Wild Fish Conservancy Lawsuit and the 2023 Salmon Troll Season in Alaska** – A lawsuit, won last year by the Washington-based Wild Fish Conservancy (WFC), requires NOAA Fisheries to rewrite of the BiOp governing management of the endangered Southern Resident Killer Whale. This population resides in Washington waters and has a diet that includes King Salmon that are caught in the Southeast AK troll fishery. In its filing, WFC requested suspending the Incidental Take Statement (ITS) for the Southeast troll fishery rather than wait for the revisions to the BiOp. NOAA is pressing to revise the BiOp and submit it to the U.S. District Court – Western Washington so that the fishery might open this year. In March 2023, the Alaska State House of Representatives voted 35-1 to support the fishery; and the AK Congressional delegation filed a friend of the court brief to keep the fishery open as well as a follow-on press release condemning the court’s decision.
- **NOAA Proposes to ESA list Sunflower Sea Star off the West Coast & Alaska** -- On March 16th NOAA issued a proposed rule/request for comments on a threatened listing for the Sunflower Sea Star. Public hearings were held this month in Petersburg and Kodiak. Although there is some bycatch of the Sea Star in pot gear fisheries, NOAA is not considering at this time any new fishing restrictions other than a requirement that Sea Stars be gently removed and released from fishing gear and returned to the water.
- **NOAA to Hold Public Hearing on Federal Management of Salmon in AK** -- According to NOAA -- under a 2016 Ninth Circuit ruling, and the 2022 summary judgment opinion of the Alaska District Court in *UCIDA, et al. v. NMFS*, NOAA Fisheries must implement an amendment to the Salmon FMP by May 1, 2024 to federally manage the salmon fisheries that occur in Federal waters of upper Cook Inlet. At its April 2023 meeting, the NPFMC considered amending the Salmon FMP to manage the salmon fishery in Cook Inlet Federal waters, but chose not to take action. Absent a Council recommendation NOAA is preparing the amendment/implementing regulations pursuant to MSA section 304(c) to meet the court deadline.
- **Heart of the Ocean “PRIME” Alaska Marine Sanctuary** – As reported earlier, on June 8, 2022 NOAA officially added to the National Marine Sanctuary Inventory the Aleut Community of St. Paul’s request for a 100-mi sanctuary encircling the two Pribilof Islands in the Bering Sea. On February 23, 2023 the AK Senators sent a joint letter to NOAA Administrator Richard Spinrad requesting the agency rescind the decision to add PRIME to the NMSA Inventory. On April 6th NOAA convened a *Roundtable on National Marine Sanctuary Nominations in Alaska*. At this time, we understand the agency has no

immediate plans to initiate formal designation. Should NOAA change course and propose a formal designation, there will be a lengthy formal rulemaking process with further opportunity for public input.

- **NOAA to Initiate ESA Consult on BSAI/GOA Groundfish Fisheries** -- In late 2022 NOAA signaled its intent to reinstate an ESA Section 7 consultation on the effects of Bering Sea and Gulf of Alaska groundfish fisheries on listed species and critical habitat. The GOA fisheries review is expected to start in 2023, with the BSAI analysis to follow in 2024.
- **Earth Justice Files Tribal Lawsuit on BSAI Groundfish Fisheries** -- On April 10th the Association of Village Council Presidents (AVCP) and Tanana Chiefs Conference (TCC), represented by Earth Justice, filed a suit in U.S. District Court in Alaska to reexamine the 2023-24 NOAA groundfish catch limits for BSAI fisheries. The NGO has alleged the 2023 and 2024 groundfish specifications are arbitrary, capricious and inconsistent with NEPA requirements. The plaintiff requested the current specifications be vacated and fishing delayed until a new NEPA analysis can be completed.
- **USDA Seafood Buy** -- The Delegation has announced a planned buy by the USDA under its Section 32 authority of up to \$120 million in Alaska seafood products for its school, childcare and food bank feeding programs. The buy includes sockeye salmon (canned -- \$37.5 million, fillets -- \$30 million) and Pacific groundfish (\$52 million).
- **FY 2024 President's Budget Request -- National Marine Fisheries Service (NMFS)** The budget request is seeking \$1,286,653,000 for NMFS, an increase of 17.7 percent above the enacted level. Budget increases for base programs are more modest and generally reflect below inflationary increases. Specialty initiatives such as offshore wind (+\$32.4 million) and climate-ready fisheries (+\$10 million) fare better.
- **NOAA Organic Act** -- The House Science Committee is working on legislation proposed by Chairman Rep. Frank Lucas (OK-R-3rd) to make NOAA an independent agency (like the EPA & NASA) and remove it from the Department of Commerce. The bill also calls for a GAO study to shift all ESA/MMPA responsibilities from NOAA to the USFWS. The House bill is not expected to move quickly as there is shared jurisdiction between Science and Natural Resources Committees. In the Senate, a counterpart bill from Chairwoman Cantwell (D-WA) which does not make NOAA an independent agency is expected in June.
- **NOAA 30x30 Advisory Committee** -- In January NOAA closed the nomination period for stakeholders to serve on a new advisory body titled the *Marine and Coastal Area Management Advisory Committee* related to the Biden Administration's goal of "conserving" at least 30% of the US EEZ by 2030. The agency has not published the final membership list for this body. For additional information, visit www.noaa.gov/marine-area-based-management-committee

- **New National Academies Committee on Offshore Wind Energy and Fisheries holds its inaugural meeting April 26-27** -- The new committee of the National Academies of Science, Engineering and Medicine (NASEM) held its first meeting in Washington, D.C. during April 26-27. The committee was established to expand and improve BOEM's engagement and communication with the fishing community on offshore wind energy activities. For more information visit: <https://www.nationalacademies.org/our-work/standing-committee-on-offshore-wind-energy-and-fisheries>
- **S. 1227, the “Fighting Foreign Illegal Seafood Harvests Act of 2023” or the “FISH Act of 2023”** -- Sen. Sullivan (R-AK) has introduced a bill to combat illegal, unreported, and unregulated fishing at its sources globally. It was introduced on April 20th and referred to the Senate Commerce, Science, and Transportation Committee. There is no House counterpart.
- **SIMP Expansion Proposed Rule** -- Back On December 28th NOAA published a proposed rule (See 87 FR 79836) that would amend the existing Seafood Import Monitoring Program (SIMP) by adding a number of species or species groups to the current program for importation of these products. The comment period was extended and finally closed on April 27th. A final rule is expected later this year.
- **NOAA's National Seafood Strategy** -- On February 14th NOAA released for comment its draft *National Seafood Strategy* to assist the competitiveness and growth of the domestic commercial fishing/seafood industry. This action is the next to final step from the May 7, 2020 Executive Order 13921 from the Trump Administration. The public comment period was extended and finally closed on March 31st.
- **Biden Administration's Climate Agenda Activities** -- On March 21st the White House announced a suite of climate-related actions. The Administration releasee a final Ocean-Climate Action Plan; the plan for the creation of a Pacific Remote Islands National Monument; the 2022 status report on the “America the Beautiful” initiative (which includes the “30x30” component); and federal guidance for agencies to address ecological connectivity and wildlife corridors (including in the ocean). To review the White House statement on these issues please visit this link: <https://www.whitehouse.gov/briefing-room/statements-releases/2023/03/21/fact-sheet-biden-harris-administration-takes-new-action-to-serve-and-restore-americas-lands-and-waters/>
- **NOAA To Revise Magnuson-Stevens Act National Standard Guidelines for 4, 8 & 9** -- On March 2nd NOAA announced it is initiating a national review of the guidance for National Standards 4, 8, and 9 which outline the principles related to allocation, communities, and bycatch. Step one will be the publishing of an Advance Notice of Proposed Rulemaking (ANPR) this spring to gather initial input to inform next steps the agency might take. The agency has indicated the goals of this ANPR will be two-fold:

1. To receive public input on the current National Standard 4, 8, and 9 guidelines and areas/issues that may benefit from further consideration and/or revisions, as appropriate; and
2. To ensure the National Standard 4, 8, and 9 guidelines remain relevant given existing and emerging issues facing U.S. fisheries management.

There will be opportunity for public input during this comprehensive rulemaking process.

- **U.S. Supreme Court to Hear NJ Commercial Fishing Case with National Implications** -- A group of NJ commercial fishermen filed a 2022 case against NOAA and the agency's requirements that fishing operations pay for on-board observers in the East Coast Atlantic herring & mackerel fisheries. The Supreme Court will hear the case in the term that runs from fall 2023 to spring 2024. The lower court D.C. Circuit decision, if affirmed, would permit the agency to mandate that arrangement in any fishery where industry funding is "necessary and appropriate" for fulfilling a fishery management measure and would continue the status quo. However, if the Supreme Court overturns the decision, it may have implications for all industry-funded observer program in Federally-managed fisheries.



Confluence Strategies

2023 1st Special Session Summary Report

May 19, 2023

The 1st Special Session of 2023 lasted a total of one day. While the time was limited, the Legislature did conclude work the key policy items: Operating, Capital, and Mental Health Budgets. Without these measures passing the State would have faced sending out termination slips to state employees soon and facing a program/services shutdown on July 1. With the passage of HB39 and HB41 these very disruptive activities have been avoided.

The Governor has yet to indicate how he will address the budgetary (services/program) changes made to his original submissions.

- *Budget Bills & related detail documents:*

HB39 - "An Act making appropriations for the **operating and loan program** expenses of state government and for certain programs; capitalizing funds; repealing appropriations; amending appropriations; making **capital appropriations**, **supplemental** appropriations, and reappropriations; and providing for an effective date."

[HB0039E](#) SCS CSHB 39(FIN) am S [pdf](#)

HB41 - "An Act making appropriations for the operating and capital expenses of the state's integrated comprehensive **mental health program**; and providing for an effective date."

[HB0041D](#) SCS CSHB 41(FIN) [pdf](#)

Adjournment reports reflect the version of the budget adopted by the legislature at the conclusion of the first special session.

- The **Senate** column reflects the Senate version of the budget at the conclusion of the first regular session.
- The **Adjournment** column includes capital budget amendments adopted by the Senate during the first special session. No changes were made to operating. The House concurred with this version of the budget.



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Please See the [Capital](#) Page for Additional Senate Reports

HB39 (Omnibus) Bill Totals

[Agency Summary](#)

HB41 v.U (OpCap) Bill Totals

[Agency Summary](#)

Fiscal Notes

[Fiscal Note Packet](#)

See column definitions at the end of each report for clarification. Click on a fund code to see a description and history.

Statewide Reports

[Statewide Totals](#)

[Statewide Totals - Non-Duplicated](#)

[Statewide Agency Summary](#)

[Statewide Agency Summary \(UGF Only\)](#)

[Statewide Agency Summary \(GF Only\)](#)

Supplemental Operating Budget Reports

[Allocation Summary](#)

[Transaction Detail](#)

Mental Health Capital Reports

[Statewide Totals](#)

[Agency Summary](#)

[Agency Summary \(GF Only\)](#)

[Project Detail By Agency](#)

Link to all reports:

<http://www.legfin.akleg.gov/BudgetReports/LY2023/Operating/SelectBudget.php>



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- *Legislative Press Release:*

Senate Passes a Balanced Budget with an \$84.2 Million Surplus

Fully Funded Budget Provides a Healthy Dividend and Avoids Spending from Savings

JUNEAU – Today, the Alaska Senate passed House Bill 39, Fiscal Year 2024 operating and capital budgets. The Senate’s version of the budget increases education funding outside the formula by \$174.9 million – the single largest increase in state history, provides Alaskans with a \$1,300 permanent fund dividend, and leaves the state with a \$84.2 million surplus. The Senate budget is balanced based on the governor’s spring forecast revenue projections of an average of \$73 per barrel of oil without dipping into the state’s significantly low reserves savings account, the Constitutional Budget Reserve (CBR) or passing any additional tax measures.

*“This budget is not only reasonable, but it is also responsible,” **said Senate President Gary Stevens.** “The hard work that members of Senate Finance did made it possible to find solutions to balance the budget and provide a path to pay back our savings, all without spending down our savings, which is commendable.”*

The budget provides a path to repay the CBR account, which the legislature is constitutionally obligated to do. If incoming revenue exceeds projections, the first \$636 million is split between a 2024 energy relief payment of up to \$500 for every eligible Alaskan and deposits into the CBR. This occurs if the average price per barrel of oil in FY 24 averages between \$73 - \$83 per barrel. Any additional revenue above an average of \$83 per barrel is deposited into the CBR.

*“We have a balanced budget at \$73 per barrel of oil with the single largest education funding increase in history and a reasonable dividend,” **said Senator Bert Stedman, R-Sitka,** Operating Budget Chair of the Senate Finance Committee. “By pursuing these goals of a balanced budget, being fiscally responsible, and getting our children educated along the way, we can increase the financial strength of the state. This will lower our cost of borrowing and possibly increase the state’s credit rating.”*

The Senate’s version of the operating budget includes the state’s capital budget, which maximizes federal dollars while preventing overspending. While constructing the capital budget, the Senate Finance Committee took into consideration five goals: 1) Balance the budget, 2) maximize federal funds and provide grant writers for communities the ability to



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secure federal grants, 3) establish food security and resource preservation, 4) strengthen state-wide energy programs, and 5) address our deferred maintenance needs.

Before the Senate passed the budget, the body added additional revenues for Head Start, renewable energy projects, community-based waiver services, and child care grants.

The Senate adjourned the special session sine die and anticipates the House of Representatives to concur with the budget.

- *Articles of Interest:*

Alaska Legislature passes budget after one-day special session

The Alaska Legislature finally agreed on a budget deal Thursday evening, ending a special legislative session after one day. Lawmakers in the House and Senate passed the spending plan a day after the regular 121-day legislative session ended with no agreement between the two chambers. After lawmakers failed to agree on a budget, Gov. Mike Dunleavy immediately called them into a special session.

<https://www.adn.com/politics/alaska-legislature/2023/05/18/alaska-legislature-passes-budget-after-one-day-special-session/>

[Alaska Legislature passes budget with \\$1,300 PFD and boost to school funding](#)

The budget deal came after failure on the last day of the regular session when the House members adjourned before even voting on the Senate's budget.

[Led by the Senate, Alaska Legislature delivers sensible budget](#)

The budget approved by the Legislature for the fiscal year that begins July 1 is what bipartisan politics looks like. It's a sensible compromise that pays for state and local government services that Alaskans depend upon, while leaving difficult questions about a fiscal plan for another day.

[Read More](#)

WHITTIER PARKS & REC
REGULAR MEETING
June 6, 2023 5:30 pm
MINUTES

INFORMATIONAL ITEM F

Assign recorder: Shelby Carlson

Attendance: Victor Shen, Stephanie Carlson, Carter Briggs, Shelby Carlson, Kris Erchinger, Dave Dickason

Meeting Begins: 5:36pm

New Business

- **Budget (Kris)**

Parks and Recreation budget has historically been used for non-capital projects, like trail improvements and community events, and is starting to incorporate capital improvement projects with Commercial Passenger Vessel (CPV) tax monies to improve life for the kids of the community (like snowshoes and kicksleds for the kids). Last year, Parks and Rec funds were used to contract with Alaska Trails to do trail improvements and this year, to procure a snowmachine for winter trail grooming. Last year was also the first year we received the ALPAR grant for litter pick-up, which we received this year as well.

Through April 2023, we have spent \$16,215 out of a budget of \$74,794 on the winter gym nights and the snowmachine. Out of that, \$35,000 is budget for professional services for the trail improvements contract. Plan to review and prioritize Parks and Rec projects in the Capital Improvement Plan (CIP) at the next regular meeting.

A discussion on the CPV tax monies followed.

- **Parks**

- Recap clean up week and HOB clean up

Victor reported he had two truckloads of trash from the Head of the Bay clean-up. The City, the school, and various members of the public participated in the clean-up week. Public Works picked up bags twice a day, the City ordered a large dumpster to collect the trash. Zones could be made smaller and recruit commitment from local residents/businesses. Not many people used the sign-up sheets, there was snow still, and not enough advertisement. Next year we could:

- Solicit business involvement/sponsorship in exchange for advertisement and bring them ALPAR bags
- Reach out to the Alaska Railroad for involvement
- Contact the Manor to ask for commitment cleaning around the Manor and bring them ALPAR bags
- Place ALPAR bags in more accessible locations
- Setting up a year-round “adopt a zone” program for families and businesses
- Awarding a pick-up grabber to people doing a good job getting out and cleaning their zones
- End-of-summer BBQ and people’s choice voting for most clean zone

- Community garden update

Stephanie came in \$50 under budget and got all the soil for the new beds. The Chamber of Commerce contributed. Garden party happening this Thursday, June 8th at 7:30pm. Stephanie discussed using the extra wood for berry boxes in the future. The new beds are \$20/bed and first-come first-serve for a total of eight beds. She expressed concern about the permanency of the garden location. Discussed allowing community members to donate beds when all established beds are claimed.

- Outreach to coordinate mini service events/projects

How do we reach out and empower people to do small projects around town? Things like hanging flowerpots, cleaning up community park, improvements – accepting ideas from community members but also establishing parameters, providing access to the committee’s resources, having a list of ideas for service groups.

- **Recreation**

- Solstice Fest

Victor and Jamie working on this; next up is advertising and promoting!

- Portage Street Block Party

Victor brainstormed with Andre Achee (Director of Public Safety) about hosting periodic block parties where people can come out and play yard games, grill, sidewalk art, etc. The committee voiced its support for these events.

- **Trails**

- Recap National Trails Day

Fourteen people came out and helped with rerouting part of the Horsetail Falls Connector Trail from all over! Next trail day is July 8th.

- Overland service group

Two groups this summer. June 26-30th and July 24-28th. Victor talked with Whittier Parking and Camping to get a discount for the group while they are here. He’s been in contact with Overland to coordinate their trip here. The service crews will be working on extending and improving Horsetail Falls Connector Trail and brushing the Whittier Creek Trail.

- **Other**

- Partnering with Public Safety on giving out bike helmets

Victor suggested starting a program where kids can earn a bike helmet by getting a tour of the Public Safety department or something similar to increase positive relationships between the kids and Public Safety. Andre wasn’t able to secure donations of bike helmets, so Victor suggested Parks and Rec purchase about 20 helmets. Stephanie suggested setting expectations of kids wearing helmets and ask them why they want a helmet. Kris suggested a reward program for handing out free ice cream coupons for wearing helmets. Require kids to watch a short video in order to get the free helmet.

- Slug Out (PWSSF)

Victor will work with Jamie to make sure we’re amplifying PWSSF messages for Slug Out

- Advertisement of meetings

Stephanie asked about how we’re making sure the community knows about the Parks and Rec meeting. She offered to post/amplify messages about Parks and Rec Committee meetings. Shelby offered to post an agenda if given in advance.

- Wayfinding

Tabled until the next meeting. Kris offered there may be different pots of money for signage, depending on what kind of wayfinding the committee wants to pursue. Carter suggested flipping the map of town to the other side of the street.

Tasks/To Do follow-up

- Shelby will submit the allocation application. ([Submitted, waiting for response](#))
- Jamie & Victor will continue to plan for the Solstice celebration ([In progress](#))
- All members will email Shelby ideas for the 4th of July as she is tasked with helping plan it ([Shelby working with the Chamber of Commerce](#))
- Jamie will continue to gather raffle prizes from local businesses, as well as purchase raffle tickets ([In progress](#))

- Victor will cover details for hosting Overland (work plan and camping) and contact public works about staging volunteer tools. (Complete!)
- Work on looking for grants that will match for supplies for the snow machine (No action)
- Jamie will contact Al & Babs to see if they'd like to grill out for volunteers for the HOB (Complete!)

Tasks/To Do

- Shelby/Carter/Dave create pilot program for adopt-a-zone
- Shelby will open a shared document for brainstorming small projects for interested community members or service groups
- Victor will approach Public Works about picking up ALPAR bags and work with Shelby to promote roadside litter pickup
- Victor to continue to work with Public Safety to establish reward program for wearing helmets and work with Shelby to start public awareness campaign
- Kris to check with "Safe Kids" about donating helmets
- Victor will work with Jamie to make sure we're amplifying PWSSF messages for Slug Out
- Dave will dig up the most recent version of the Parks and Recreation Master Plan

Open Discussion

Victor expressed concern with the de-vegetation at Lu Young Park. Kris mentioned Land Water Conservation Fund gives grants for this kind of project. Shelby suggested resurrecting the Parks and Rec Master Plan. Discussed improvements/rejuvenation projects for Lu Young Park. Victor brought up the idea of "pocket parks".

Next meeting date: July 11th, 5:30pm

Adjournment: 7:32pm



Trashed picked up at Head of Bay beach



Before and after shot on the Horsetail Falls Connector Trail. Trail was rerouted to have a more sustainable grade.



View from bottom of trail reroute. Rock wall in lower half of picture was built to get around exposed bed



CALL TO ORDER

The April 6, 2023, regular meeting of the Whittier Port and Harbor Advisory Commission was called to order at 6:11 p.m. by Chair Olzenak

OPENING CEREMONY

Vice Chair Hill led the pledge of allegiance to the flag

ROLL CALL

There were present:

Nick Olzenak, presiding, and
Trey Hill, Dori Yelverton, Jim Morrison, and David Goldstein

Comprising a quorum of the Board.

Also Present:

David Borg, Harbormaster
Shelby Carlson, City Clerk

CITIZEN COMMENTS ON ANY SUBJECT EXCEPT THOSE ITEMS SCHEDULED FOR PUBLIC HEARING – None

APPROVAL OF THE REGULAR MEETING AGENDA AND CONSENT AGENDA

Motion (Goldstein/Hill)

Approval of Agenda and Consent Agenda

Items approved on Consent Agenda

*Approval of the June 2, 2022, Regular Meeting Minutes

*Approval of the November 3, 2022, Regular Meeting Minutes

Motion Passed

Unanimous

PRESENTATIONS AND REPORTS

Presentations — None

Chair Report — Olzenak reported on the work session last month with legal counsel. He commented on the open seats and encouraged those interested to apply.

Vice Chair Report — None

Jim Morrison arrived at 6:17pm

Harbormaster Report — Borg reported on the crane repairs, tsunami training and the tsunami drill, float repair from the dock fire, updates on the Head of the Bay project, the upcoming

surplus sale, the status of the harbor municipal grant. **Hill** asked questions regarding the harbor municipal grant. **Borg** encouraged everyone to contact their local representatives (Cathy Giessel, Laddie Shaw). General discussion given.

Motion (Goldstein/Yelverton)

Motion to sponsor a resolution to support funding for the total FY 2024 Harbor Municipal Grant of \$8.2 million dollars, stressing the health and safety of all harbors

Motion Passed

Unanimous

NEW BUSINESS

OTHER NEW BUSINESS

Harbor Area Waste Management

General discussion given. The commission thanked Morrison for his time and creativity in developing solutions and acknowledged the Council's ultimate responsibility over waste management.

2023-2024 Commission Priorities

General discussion given. It was requested to add reviewing the port and harbor related contracts, improving public boater outreach, and review priorities quarterly.

COMMISSION COMMENTS

Goldstein remarked on the definition of "harbor" and how the Head of the Bay project will fit into that definition.

Morrison voiced his support of separating port and harbor from other chapters in Title 12.

Hill mentioned Dave Walker's request to set up live feed cameras and asked if our harbor cameras would have a live feed capability, and if Walker had reached out to the harbor office.

Borg responded he had not spoken with Walker, and that administration would work on live streaming capabilities. **Goldstein** expounded on Walker's intent in setting up webcams for public use.

CITIZEN COMMENTS

Jamie Loan shared the Parks and Recreation Committee is organizing a clean-up week May 14th – 20th.

Dave Dickason asked about the harbor crane's electrical source and the status of the Small Community Emergency Response Plan.

Kris Erchinger reported on the new trash ordinance and its implementation, including the letters that went out to leaseholders and the new trash fee. Erchinger also shared the budgeted amount for beautification this year and how the "harbor" is defined financially.

Manuel Billegas asked if the harbor could put together a contingency plan for getting people on and off the small boat harbor docks in the event the single ramp is obstructed. *(Clerk's Note: this citizen's comment was provided after Commission and Administration Response to Citizen Comments.)*

COMMISSION AND ADMINISTRATION RESPONSE TO CITIZEN COMMENTS

Borg responded to Erchinger and thanked the commissioners for their service.

ADJOURNMENT

The meeting adjourned at 7:30 p.m.

Shelby Carlson

Shelby Carlson
City Clerk

Nick Olzenak

Nick Olzenak
Chair

(City Seal)



THIS MONTH IN HISTORY

PUBLISHED ON 06/20/2023

ISSUE NO. 5

On this month, the Whittier City Council touched on the following topics:

<p>Last Year</p>	<p>June 2022 Lift Station #5 and Harbor Crane Repairs Audit City Park</p>
<p>Five Years</p>	<p>June 2018 DeLong Dock Transfer Elections Code Organizational Chart Harbor Reconstruction Phase III Grievance Procedure Head of the Bay Breakwater Feasibility Study</p>
<p>Ten Years</p>	<p>June 2013 Board of Equalization Meeting</p>
<p>Twenty Years</p>	<p>June 2003 Whittier, California Friendship City Comprehensive Plan Rules of the Road Great Pacific Seafoods, Inc. Temporary Use Permit Dry Storage #2</p>
<p>Fifty Years</p>	<p>June 1973 Clean-Up Week Salmon Run Road Improvements Fuel Float Election Code Building Code Land Use Plan</p>

Calendar of Upcoming Meetings

JUNE 22

6:00 pm - 8:00 pm

Planning and Zoning Commission Work Session

Topic: Whittier Municipal Code Title 17 and Commissioner Training

JUNE 26

6:00 pm - 10:00 pm

City Council Work Session

Topic: Whittier Municipal Code Section 3.10, Passenger Transportation Business Tax

JUNE 27

6:00 pm - 10:00 pm

City Council Work Session

Topic: Whittier Municipal Code Section 3.08, Consumer Sales Tax

JULY 11

5:30 pm - 7:30 pm

Parks and Recreation Committee Meeting

JULY 13

6:00 pm - 8:00 pm

Port and Harbor Advisory Commission Regular Meeting

JULY 18

7:00 pm - 11:00 pm

City Council Regular Meeting

AUGUST 3

6:00 pm - 8:00 pm

Port and Harbor Advisory Commission Regular Meeting

AUGUST 15

7:00 pm - 11:00 pm

City Council Regular Meeting