



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

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

**WHITTIER CITY COUNCIL
REGULAR MEETING
TUESDAY, JULY 20, 2021
AT 7:00 PM
COUNCIL CHAMBERS
3rd fl. PUBLIC SAFETY BUILDING**

Page #

AGENDA

1. CALL TO ORDER

2. OPENING CEREMONY

3. ROLL CALL

- A. Council Members Present
- B. Administration Present

4. APPROVAL OF MINUTES

- A. June 15, 2021- Regular Meeting

5. APPROVAL OF REGULAR MEETING AGENDA

6. MAYOR'S REPORT

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

7. MANAGER'S REPORT

- A. City Manager and Director Reports
- B. Attorney Comments

8. COMMISSION/COMMITTEE REPORTS

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

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

10. APPROVAL OF THE CONSENT AGENDA

11. PUBLIC HEARINGS (NON-ORDINANCE)

12. PRESENTATIONS

- A. Altman Rogers & Co. Presentation for the City of Whittier Audit of 2020 - Monica Reid

13. RESOLUTIONS

A. Resolution #21-2021 – A Resolution of the City Council of the City of Whittier, Alaska, Establishing a New Water/Wastewater Major Repair and Replacement Fund and Allocating Former Harbor and Water/Wastewater UBS Capital Reserves Set Aside for Capital Purposes to Each Fund's Respective Major Repair and Replacement Fund, and Appropriating Funds

B. Resolution #22-2102 – A Resolution of the City Council of the City Of Whittier, Alaska, Accepting Funds Through the American Rescue Plan Act of 2021 (ARPA) for Non-Entitlement Units of Local Government as Distributed Through the State of Alaska, and Appropriating Funds

C. Resolution #23-2021 – A Resolution Of The City Council Of The City Of Whittier Rescinding Resolution #25-2020 Changing The Election Polling Place From The Homeowners Lounge At The Begich Towers To The City Council Chambers Of The Public Safety Building

14. EXECUTIVE SESSION

A. Discussion Pertaining to Property Leases - Matters that, if immediately disclosed, would tend to adversely affect the finances of the City; WMC 2.08.040 (1)

B. Discussion on Alaska Railroad's Proposed Study on Replacement of Marine Facilities - Matters that, if immediately disclosed, would tend to adversely affect the finances of the City; WMC 2.08.040 (1)

15. UNFINISHED BUSINESS

A. Res. #12-2021, Regarding Ad Hoc Committees
B. Personnel Policy and Procedures

16. NEW BUSINESS

A. Commission Appointments
1. Port and Harbor Commission Seat C – Nick Olzenak
2. Planning and Zoning Commission Seat A – Stephanie Carlson

17. COUNCIL DISCUSSION

18. CITIZEN'S DISCUSSION

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

20. ADJOURNMENT



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**WHITTIER CITY COUNCIL
REGULAR MEETING
TUESDAY JUNE 15, 2021
7:00 PM
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING**

MINUTES

1. CALL TO ORDER

Mayor Dave Dickason called the meeting to order at 7:03 p.m.

2. OPENING CEREMONY

Mayor Dave Dickason led the Pledge of Allegiance.

3. ROLL CALL

A. Council members present and establishing a quorum:

Victor Shen, Dan Blair, Monty Irvin, David Pinguoch, Tom Wagner, and Dave Dickason.

MOTION: Dan Blair made a motion to excuse Peter Denmark from tonight's meeting

SECOND: Tom Wagner

DISCUSSION: None

VOTE: Motion passed unanimously

(Dave Dickason asked the Council if anyone would like to declare a conflict of interest on agenda items. No declarations were made.)

B. Administration Present:

Jim Hunt, City Manager

Annie Reeves, Assistant City Manager

Naelene Matsumiya, City Clerk

Kris Erchinger, Finance Director

Scott Korbe, Public Works Director

Dave Borg, Harbormaster

Andre Achee, Police Chief

Others Present: Michaelo Medez, Roselle Medez, Hope Borg, Charlene Arneson, Cherie Curry, Mike Bender, and Ted Spencer

4. APPROVAL OF MINUTES

May 18, 2021, City Council Regular Meeting

MOTION: Dan Blair made a motion to approve the May 18, 2021 City Council regular Meeting minutes as written

SECOND: Tom Wagner

DISCUSSION: None

VOTE: Motion passed unanimously

5. APPROVAL OF THE REGULAR MEETING AGENDA

MOTION: Dan Blair made a motion to approve the June 15, 2021 Regular Meeting Agenda with amendments to move the Presentation item from 12 to 5a.

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion passed unanimously.

6. MAYOR'S REPORT

A. Mayor Report

Nothing new to report.

B. Vice Mayor Report

Excused from tonight's meeting and unavailable to give a report.

7. MANAGER'S REPORT

A. City Manager and Director Reports- Jim Hunt

Jim reported that he received a call from Jim Kubitz and they are currently working on a collaboration on removing rock from the quarry at the head of the bay and that they are working on a contract for that. Jim Kubitz asked about the old floats and when they will be removed. Dave Dickason asked about options for removal. Jim stated that it comes down to cost and he is working on it. Andre gave an update on EMT volunteers and Jim stated that the City is looking to get rid of outdated fleet. Said that Cooper Landing is looking to get one of our ambulances. Jim encouraged everyone to continue to subscribe to having newspapers delivered to residents in Whittier.

Andre gave an updated on his department. Gave an update on staff and parking violations in Whittier as well as other citations. He reported on a seminar he attended in Valdez for crisis training for the Pacific Northwest. He continued about the site visit from the tsunami maintenance company in Whittier and they are thinking of adding another tsunami tower in Whittier.

Dave Dickason asked about the dispatch service. Andre said tests have ben done and the current contract ends at the end of the calendar year.

Victor Shen asked about the frequency of tsunami drills. Andre responded that he is uncertain but updated on weekly tests.

Tom Wagner commended response time for the Public Safety Department on an incident in which response time was 6 minutes.

Monty mentioned his fix-it ticket. Andre stated that he had not received an answer for that.

Dave Borg reported that the harbor seems to be going well. Mentioned that king salmon are arriving on Thursday. Thanked Captain Trey with Seatow for his assistance as the harbor does not have a skiff now. Working with Shannon Tolman to build a new fish cleaning station by the gangway to extend availability.

Dave Dickason asked about the RV dump-station/air compressor. He asked about a timeline.

Dave Borg responded that it is not in his department, but he is in communication with the Public Works department. As of right now, the most he could recommend is Girdwood.

Annie Reeves gave a brief summary of the Emergency response conference that Andre had mentioned/attended. She went on to mention what she learned and the exercises that were done while participating in the seminar.

Monty stated that it sounds like the City may be introducing a convenance to a place that has none.

Annie responded that it highlights and illustrates that the City will have to enter into MOA's. She stated that communicating what the City's needs are and trying to get to a point of agreement for the benefit the whole community.

Kris Erchinger gave a recap on the overview of the audit that had been completed. She stated that it was smooth and efficient. She reported to the Council that she is still negotiating with FEMA for COVID grant opportunity. She stated that it's possible that there are costs that they will not cover. She continued that because of the uniqueness of the community, a lot of our resources that helped us navigate through the pandemic was our law firm and it is uncertain FEMA will cover those costs. She gave briefings on certain funds and their deficits/surplus. She concluded that it was all good news and to add that the City qualified for discounts in our insurance. Closing out grant with the State as the City takes possession of new ambulance. She directed the Council to their packets and spoke about taxes. She ended her report by giving praise to Lydia Jacoby who hails from Alaska and had taken 2nd place to the champion in the Olympic finals in the 100 meters breaststroke. Lydia broke record for her age group; she is 17. She also gave kudos to Solomon D'Amico and Meghan O'Leary, Lydia's coaches. Meghan is a captain for the Lazy Otter Charters.

Dave Dickason asked about lease credits. Kris explained.

Dan Blair asked about fencing for the basketball court. Council gave consensus to allow the city to put up fencing. Dan asked Jim about the tank farm lad status. Jim responded that it is in the hands of our attorney. Dan replied that he is only asking because the tank farm land has a mote that could be solution to the old floats as part of the encapsulation process. Jim stated his appreciation to that plan but that would mean to dig up the old floats once development begins. Dan also asked Jim if there's been conversation for mitigating fish slime this year. Jim said that he encouraged stakeholders to speak to the City as the City is dealing with a properly certified and permitted to release that int the water. He is unsure how to address that. Dan gave some options. Dave Borg responded that he has no control over what the State and the DEC permit.

8. COMMISSION/COMMITTEE REPORTS

A. Planning Commission

Nothing new to report

B. Port & Harbor Commission

Nothing new to report

C. Parks & Recreation Committee

Victor Shen talked about the clean up at the head of the bay, volunteer day and cleared some brush on the Whittier Cree trail. Dave Dickason said he is working on a Parks and Recreation master plan.

D. Whittier Community School

Nothing new to report

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 THE CONSENT AGENDA

None

11. PUBLIC HEARINGS (NON-ORDINANCE)

None

12. PRESENTATIONS (Item moved to 5a)

Winfluence Strategies – Cherie Curry

Cheri Curry gave a presentation about Winfluence and their goals. She gave a brief history of her life as an Alaska and her time in working with Winfluence. She disclosed that this presentation is not an attack on the Alaska Railroad. She stated that the Public Education Campaign is to hold the Alaska Railroad accountable to the citizens of Alaska and to collect support from interested parties all over the state who have been affected by the injustices of the Alaska Railroad. The goal is to help communities along the rail belt and make it so that their voices are heard by the legislation and the Governor of Alaska as well.

13. ORDINANCES (2nd Reading, Public Hearing)

A. Ordinance #02-2021 – An Ordinance of The City Council of Whittier, Alaska Amending WMC Chapter 2.54 To Remove All Decision-Making Duties of The Port and Harbor Commission, Codify Process for Providing Recommendations to Council, and Remove Inconsistencies and Redundancy in the Reasons for and Processes Surrounding the Declaration of a Vacancy on the Commission.

MOTION: Dan Blair made a motion to open a Public Hearing for Ordinance #02-2021 at 8:06 pm.

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Motion passed unanimously

No public testimony

MOTION: Dan Blair made a motion to close public testimony part of the public hearing and open it

up for Council discussion.

SECOND: Tom Wagner

DISCUSSION: None

VOTE: Motion passed unanimously

Council discussion:

David Pinquoch pointed out a sentence that he believes was not meant to be struck and it was in regarding open meetings for the Commission. Jim agreed it should have not been struck. Asked for a friendly amendment to amend the ordinance so that the sentence was included in the final code.

MOTION: Tom Wagner made a motion to close the Public Hearing and adopt Ordinance #02-2021 with the amendments and resume the Regular Meeting

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Motion passed unanimously

14. RESOLUTIONS

A. Resolution #14-2021 – A Resolution of the City of Whittier, Alaska, Conceptual Recreation Plan for Shotgun Cove Road Extension

Council asked questions about the 13 acres that were “yet to be defined.” Jim and Scott explained. Jim said that this will send a signal that we are working on it. Council discussed further. Monty commended staff for working on this but he expressed his concerns about the lands involved. Tom Wagner explained that this is unclear to him as it seems like it is doing nothing and pretending it is doing something. Jim responded.

MOTION: Victor Shen made a motion to adopt Resolution #14-2021

SECOND: Dan Blair

DISCUSSION: None

VOTE: Motion passed 5-1

B. Resolution #15-2021 – A Resolution of the City Council of the City of Whittier, Alaska, Rescinding Resolution #32-2019 and Amending the Participation Agreement with the Public Employees’ Retirement System

Kris explained the rescinding of resolution #32-2019 and continued that the State had notified the City that the request should have been submitted within 90 days of having the actuaries compute the cost of taking the position out and she did not see that it was a requirement, but to put it short, the City had missed the deadline. She explained that in order to go forward, the Council will have to pass another resolution. Dan asked Kris about the termination costs and if she were to retire, would it cost the City to enroll back into the PERS program. Kris explained that it would not cost the City to opt back into the PERS system.

MOTION: Dan Blair made a motion to adopt Resolution #15-2021

SECOND: Tom Wagner

DISCUSSION: None

VOTE: Motion passed unanimously

C. Resolution #16-2021 – A Resolution Of The City Council Of The City Of Whittier, Alaska Authorizing The City Manager To Contribute No More Than \$5,000 From The Community Support Line Item In The City Council Budget Towards The Restoration Of Public Restrooms And Related Facilities In The Harbor Waterfront Area, And Appropriating Funds

Dave Borg summarized that Dan Blair had asked to restore the restrooms. He explained the areas of concern and the cost of the project. He mentioned the cost of construction projects. Council discussed the funds in which the money will be used from.

MOTION: Tom Wagner made a motion to adopt Resolution #16-2021

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion passed unanimously

D. Resolution #17-2021 – A Resolution of the City Council of the City of Whittier, Alaska Authorizing Purchase of a Harbor Skiff for an Amount Not to Exceed \$40,000 to Replace the Skiff Currently at the End of its Service Life, and Appropriating Funds

David Pinquoch expressed his support in fixing the skiff, not buying a new one. He offered to collect bids from a local welder. He explained the age and use of the harbor skiff and its motors and reiterated that he does not support the resolution. Dave Borg stated that he had spoken to the welder, and they recommended reskinning the skiff but it would not be cost effective. Tom Wanger asked how much it would be to reskin it. Dave replied that even if it was reskinned, it would not be cost effective. Dave commented that he will continue to do his research. Monty asked about the engine. Dave Borg responded that he would like to have more latitude. Council discussed a not-to-exceed amount, but talked more about cost of reskinning. Dave Borg stated that he will bring bids to the Council.

MOTION: Victor Shen made a motion to adopt Resolution #17-2021

SECOND: Tom Wanger

DISCUSSION: None

VOTE: Motion fails, 3-3

E. Resolution #18-2021 – A Resolution of the City Council of the City of Whittier, Alaska Authorizing Repairs to the City Dock Crane in an Amount Not to Exceed \$8,000 and Appropriating Funds

Dave Borg explained that there is seal that is beginning to leak and he expressed concerns about catastrophic failure if it were being used. He explained further. Said his best estimate was it should not cost more than \$8,000. He explained the crane is hard to track down in terms of parts because of how old it was and its origin. Dave Pinquoch asked about a replacement crane. Jim explained that the City still owns it, but it much too large and installation would include changing base infrastructure.

MOTION: Victor Shen made a motion to adopt Resolution #18-2021

SECOND: Tom Wagner

DISCUSSION: None

VOTE: Motion passed unanimously

F. Resolution #19-2021 – A Resolution of the City Council of the City of Whittier, Alaska
Authorizing the Harbormaster To Decommission the City-Owned Boat Lift Rather than to Incur
\$25,000 in Repair Costs

Council discussed the topic with Dave and Jim. Dave explained that he had brought the issue up with the Port and Harbor Commission and was looking to spend upwards of \$20-\$30,000 to get the lift up to speed. Council advised Dave to collect an engineer evaluation and recommended to table the resolution until then.

MOTION: Dan Blair made a motion to table Resolution #19-2021 until an engineering evaluation is done.

SECOND: Tom Wagner

DISCUSSION: None

VOTE: Motion passed unanimously

G. Resolution #20-2021 – A Resolution of the City Council of the City of Whittier, Alaska
Approving and adopting the Whittier Executive Session Guidelines

David Pinquoch disclosed that since he had not read the policy he will not vote on it. Naelene, Jim and Annie explained the policy and stressed the importance of record keeping and in the future items from executive session can be used to summarize and refresh the Council's memory.

MOTION: Dan Blair made a motion to adopt Resolution #20-2021

SECOND: Tom Wagner

DISCUSSION: None

VOTE: Motion passed unanimously

15. UNFINISHED BUSINESS

A. Res. #12-2021, Regarding Ad Hoc Committee
item was not discussed.

16. NEW BUSINESS

A. Schedule a Worksession to discuss Options to Recover the Cost of Trash Services
Council agreed to have a worksession before the next meeting; Tuesday, July 20 at 6:00 pm.

B. Personnel Policy and Procedures

Annie gave an update and stated that the attorney had questions about two items about carrying open fire and reimbursement for training costs. Explained that it was on the agenda to move to unfinished business and be open for discussion for future meetings.

17. COUNCIL DISCUSSION

Tom Wagner asked about open gym. Naelene responded that she was going to look into it.

Dan Blair asked about the gun-range. Andre and Jim explained that in the area, the City risks liability for someone walking into live-fire. Jim specified the code and stated that the gun range had been operating illegally and that only Police Officers are allowed to use it for training purposes. Council discussed options for the gun range for some time.

18. CITIZEN'S DISCUSSION

Mike Bender directed the Council to the letter that was submitted to the Council. Jim responded.
Ted Spencer presented a panel of Whittier history of a locomotive of the Alaska Railroad.

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

None

20. ADJOURNMENT

Council adjourned the meeting at 9:55pm

ATTEST:

Naelene Matsumiya
City Clerk

Dave Dickason
Mayor

Date: July 20th, 2021
To: Whittier City Council and Administration
From: Dave Dickason
Subject: Mayor's Report – June / July

Meetings Attended:

- June 28th - Senator Sullivan
- June 15th - Regular Council Meeting

Upcoming Schedule:

- August 4th 6:00 PM: Planning and Zoning
- August 5th 6:00PM: Port and Harbor
- August 17th 7:00 PM: Regular Council Mtg.

Follow-up:

Kayak launch options
RV Dump Station, Air Compressor
Pedestrian Improvements around Whittier Seafood
Communications
Budget Review - Projections
Public Safety: Improvement of Dispatch Services

Open Goals:

SHORT TERM

- ARRC Land Transfer presentation to Legislature
- Policies and Procedures / Code Update
- Lease Standardization & Enforcement

MID TERM

- DOD Tank-Farm Land Transfer of 58 Acres
- US Forest Service Transfer of unused Marston Property
- Community Park Construction Funding (PWSED helping to seek grant funding)
- Determine Funding for Final Harbor Construction Phase

LONG TERM

- Shotgun Cove Road Extension - FLAP Grant
- Head of Bay Development - Breakwater
- Buckner Building: Environmental Remediation.

To: Whittier City Council
From: City Manager Jim Hunt
Re: City Manager Report for July Council Meeting 2021

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 that the City Administration worked on and advanced during June and July, 2021 and to provide City Council and the public a brief introduction to the projects the City anticipates tackling in July, 2021.

Summary of Projects

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

Coordinated with U.S. Senator Sullivan's staff here and in D.C. for his and his wife's visit. After lunch, he toured the Harbor with Harbormaster Borg and Public Works Director Korbe, we held meet and greet in the Public Safety Building, He enjoyed a visit to the Museum, and especially the tour of the Shotgun Road Project. He has a clear understanding of Whittier's struggle to expand housing development, and the lack of economic development opportunities that are required for a healthy and balanced financial base.

Staff and I participated in regular conferences PND in our concerted effort to submit our grant requests to the U.S. Department of Transportation, M.A.R.A.D. to replace the De Long Dock. I attended multiple Alaska Municipal League conference calls including the Alaska Municipal Manager's Association meetings. We continue to collaborate with Eastern Aleutian Tribes

We were able to purchase a harbor skiff right after the last council meeting and were able to have engine and controls transferred and delivered for \$10,003. Though the boat came from Homer, AKMD did the work and quickly delivered it for operations in Whittier.

We are collaborating with U.S. Senator Lisa Murkowski's staff to plan an August visit.

Note: We continue to use the 2nd Floor of Public Safety Building near clinic continues to receive vaccine patients and the City staff continues to encourage Whittier residents to take advantage of the services offered.

Council lobbying and legal reform Priorities

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

- Continue to work on preparation for conferences and planning sessions with the City State lobbyists to develop an effective lobbying approach to promote the City's interests and its needs in negotiations and interactions with the Alaska Railroad Corporation;
- Conferences and planning sessions with the City Attorney to draft and adopt laws recommended by individual Council members and to draft documents and strategies to develop concrete means to carry out Council directives;
- Attendance and preparation for a zoom meeting regarding projects identified on the City's State priority list;
- Preparing to release the RFQ for the Buckner Building Environmental Study Grant

Additional Projects

The following is a brief itemization of other projects I completed this month:

1. Met with a local business owners and managers
2. We have received many letters of support for the Dock grant
3. Prepared for and led staff meetings
4. Staff continues the deep dive on current lease activity. The last two lease histories are missing critical document history.
5. Submitted a letter of support on behalf of Chugach Alaska. (document attached)

Harbor Administrative

Met with Senator Dan Sullivan and discussed Harbor/Delong infrastructure issues

Purchased a 1985 Cook Inlet Metal boat INC skiff. Did a complete de-rigging and re-rigging of our old harbor skiff to the new boat. All in cost for skiff and engine swap was \$10,003.00.

Collections received: \$338.85 check on June 7th

Admin staff is working on collecting second half of annual/preferential moorage fees, Annual-90% and Preferential-85% has collected. We are shooting 100% by July 15th

RFP for inspection of the floating breakwater

RFP for options to repair Smithy's Cove Launch Ramp

Completed a scope of work for inspection of the City Dock

There is an interested party in removing the Arctic Moon and Marlee at no cost to the harbor

Harbormaster will be out from 15-26 July; Rose will be acting in my absence

Field Staff

Released over 125,000 King Salmon

Continuing to run down water leaks as they arise.

Hired Sage Mech to address harbor wide restroom plumbing issues with the toilets. Toilet plumbing requires complete replacement as they are over 12 years old and rebuild efforts failed due to corrosion.

Leased "porta-potties" over the 4th of July weekend to address harbor wide restroom issue

Installed new fish cleaning table at the base of the gangway

Relocated old fish clean table alongside the new table on the dock

Installed 2 dog waste stations in the harbor uplands

Council-Initiated Projects and Assignments

We always strive to be responsive, the volume of requests and the substantial dedication of Staff resources required to respond to them emphasized the importance of assisting City Council with the adoption of procedures and processes to ensure that the Staff is able to timely and efficiently respond to Council requests and that it can prioritize requests in a way that both ensures City business is efficiently completed and individual Council members have the support they need to propose legislation and complete their objectives and goals



Senator Dan Sullivan ✓

Public Official · 7m · 🌐



Whittier is undoubtedly one of the most beautiful and unique places in Alaska, reachable through the longest railroad-highway tunnel in North America and featuring the Begich Towers, the "town under one roof" that houses nearly all of Whittier's residents. We spent the day with Mayor Dave Dickason, City Manager Jim Hunt, and city officials who gave us a great tour, including of the wonderful museum there, and discussed efforts to expand economic opportunities for the people of Whittier. One hope is to attract more tourists, and the mayor's daughter, Jenessa Lorenz, has certainly done her part. Jenessa produced TikTok videos highlighting life in Whittier that have taken the world by storm, garnering more than 20 million views! If you haven't seen her videos, check them out, and consider paying a visit to this great Alaskan community.



FINANCE MONTHLY REPORT

June Finance Monthly Report – with May PRELIMINARY financials

This report reflects an abbreviated look at finance-related **activities** through the end of June 2021, plus preliminary 2021 financial results through May 31. The interfund transfers budgeted for 2021 have been entered and posted but we have not yet posted the transfer of General Fund capital funds authorized by Council in Resolution #05-2021 for \$1,014,900 because administration will request Council's reconsideration of that action, and instead request that the monies be set aside within the General Fund, as *assigned fund balance* that can only be used for capital purposes.

Grants

The City is in the process of filing second-quarter grant reports.

- A final report has been submitted to close out the Assistance to Firefighters' breathing apparatus grant.
- The City expects to take delivery this week on the new ambulance which is being funded through the State's CPV covid mitigation grant; the grant will be closed once the final grant report is submitted by end of July.
- The earthquake grant project continues to progress as Public Works staff reviews and provides comments to the CRW engineers on project design drawings, with the next step being to issue another RFP for construction repairs. Council may recall that responses to the initial RFP came in significantly higher than engineered cost estimates.
- Staff is involved in ongoing work related to the Shotgun Cove project. This quarter's work involved completion of the Environmental Assessment public review period (4/23/21), provided responses to the Finding of No Significant Impact (5/5/2021), FONSI was signed (6/17/21) and advertised to the public (6/23/21). The engineers revised the Fish Passage Culverts and added a second stream bypass in preparation for upcoming permit applications, and continued work on draft geotechnical reports. In addition, finalized wetland figures and submitted ADF&G, DEC and USACE permit applications (6/14/21). Initiated coordination with USFS to obtain 65% review comments. Currently working on 95% design.
- Staff continues to work with FEMA to finalize coverage of covid mitigation-related reimbursement requests.

ANNUAL INSURANCE RENEWAL

In addition to the typical annual insurance renewal, the City is moving forward with procurement of marine pollution coverage which the City has not previously held. The cost of that coverage is \$2,635. In addition, the City is binding coverage for cyber liability which was previously offered within the overall municipal insurance plan, but is now offered on an opt-in basis, based on each community's specific cyber risks. The cost for cyber liability coverage is \$1,506.

MISCELLANEOUS

Staff has filed multiple annual applications for funding, including State Community Assistance, National Forest Receipts Program, etc. These reports ensure the City's receipt of ongoing state and federal funding. The City has renewed participation in the ICMA 457 deferred compensation program, allowing employees to voluntarily contribute toward a deferred compensation program that does not include an employer match. The AFLAC representative visited the City and employees were able to sign up for voluntary

supplemental insurance coverage (for example, cancer coverage, short-term disability, life insurance) which is also paid only by the employee.

GENERAL FUND 2021 REVENUE STATUS THROUGH MAY

During preparation of the 2021 Budget, there was a level of uncertainty surrounding projected 2021 budgeted revenues resulting from the loss of cruise ships for the second consecutive season. The administration committed to providing periodic updates to the City Council on the comparative level of key General Fund revenues, to determine whether budgeted revenues were overly optimistic. The City's primary source of General Fund revenues impacted by visitors are Sales Tax (budgeted at \$375K), Passenger Transportation Business Tax (budgeted at \$150K) and Fish Tax (budgeted at \$50K). This chart will be updated monthly to assess the level of actual revenues compared to budget projections. Through May, sales tax revenues are higher than 2020 and lower than 2019; passenger transportation business tax is higher in 2021 than in both 2020 and 2019. Fish tax is lower in 2021 than in both 2020 and 2019.

	Through May 31		
	Sales Tax	Passenger Transportation Business Tax	Fish Tax
2019	\$ 5,992	\$ 9,830	\$ 30,297
2020	\$ 1,353	\$ 2,127	\$ 6,718
2021	\$ 2,883	\$ 11,222	\$ 4,883

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
01-310-4005 FISH TAX	.00	4,882.59	50,000.00	45,117.41	9.8
01-310-4006 MOTOR VEHICLE REGISTRATION	402.04	653.20	3,500.00	2,846.80	18.7
01-310-4007 LIQUOR TAX	.00	.00	5,000.00	5,000.00	.0
01-310-4009 ELEC & TELE CO-OP TAX	.00	.00	3,600.00	3,600.00	.0
01-310-4200 SALES TAX	56.18	2,883.00	375,000.00	372,117.00	.8
01-310-4201 PROPERTY TAX - REAL	.00	.00	380,000.00	380,000.00	.0
01-310-4202 PROPERTY TAX - PERSONAL	.00	.00	330,000.00	330,000.00	.0
01-310-4205 BUSINESS TRANSPORTATION TAX	36.00	11,222.07	150,000.00	138,777.93	7.5
TOTAL TAXES	494.22	19,640.86	1,297,100.00	1,277,459.14	1.5
<u>LICENSES & PERMITS</u>					
01-320-4250 BUSINESS LICENSES	200.00	2,550.00	4,000.00	1,450.00	63.8
01-320-4251 USER FEES & PERMITS	.00	20.00	1,000.00	980.00	2.0
01-320-4312 AMBULANCE FEES	.00	.00	5,000.00	5,000.00	.0
TOTAL LICENSES & PERMITS	200.00	2,570.00	10,000.00	7,430.00	25.7
<u>INTERGOVERNMENTAL REVENUE</u>					
01-330-4002 STATE REVENUE SHARING	.00	.00	75,000.00	75,000.00	.0
01-330-4003 STATE PAY-IN-LIEU OF TAXES	.00	.00	55,000.00	55,000.00	.0
01-330-4011 EMS SMALL GRANT	.00	.00	2,500.00	2,500.00	.0
01-330-4025 NAT'L FOREST SERVICE RECEIPTS	.00	20,953.45	24,000.00	3,046.55	87.3
TOTAL INTERGOVERNMENTAL REVENUE	.00	20,953.45	156,500.00	135,546.55	13.4
<u>LEASES</u>					
01-345-4513 LEASE CREDITS (CONTRA)	.00 (3,904.00)	.00	3,904.00	.0
01-345-4515 LEASE INCOME - CITY LAND	5,412.08	30,375.45	233,380.00	203,004.55	13.0
01-345-4517 LEASES - ARRC LAND	1,176.49	12,664.75	.00 (12,664.75)	.0
01-345-4520 LEASE INCOME - CONDOMINIUMS	1,114.88	5,574.40	13,380.00	7,805.60	41.7
01-345-4525 LAND USE RENT	105.00	6,125.00	12,000.00	5,875.00	51.0
TOTAL LEASES	7,808.45	50,835.60	258,760.00	207,924.40	19.7
<u>FINES & CITATIONS</u>					
01-350-4261 PSD FINES & CITATIONS	.00	83.00	1,000.00	917.00	8.3
01-350-4262 PSD PARKING TICKETS CIVIL	122.00	172.00	.00 (172.00)	.0
TOTAL FINES & CITATIONS	122.00	255.00	1,000.00	745.00	25.5

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
01-360-4099 MISCELLANEOUS REVENUE	51.75	286.75	2,500.00	2,213.25	11.5
01-360-4204 INTEREST & PENALTIES	.00	1.02	2,000.00	1,998.98	.1
01-360-4270 DONATIONS	.00	5,000.00	.00	(5,000.00)	.0
01-360-4900 INTEREST ON BANK ACCOUNTS	113.03	2,022.95	50,000.00	47,977.05	4.1
01-360-4902 INTEREST ON ESCROW ACCOUNTS	.00	.00	15,000.00	15,000.00	.0
01-360-4914 TRANSFIELD - TUNNEL CONTRAC	9,406.52	9,406.52	77,825.00	68,418.48	12.1
01-360-4915 GIRDWOOD-POLICE CONTRACT	56,250.00	281,250.00	684,383.00	403,133.00	41.1
TOTAL MISCELLANEOUS	65,821.30	297,967.24	831,708.00	533,740.76	35.8
<u>TRANSFERS & OTHER</u>					
01-390-4990 TRANSFER IN FROM CVP FUND	.00	215,043.00	215,043.00	.00	100.0
01-390-4994 TRANSFER IN FROM HARBOR	.00	74,506.90	156,000.00	81,493.10	47.8
01-390-4995 TRANSFER IN FROM VVWS	.00	4,552.46	39,048.00	34,495.54	11.7
01-390-4996 TRANSFER IN FROM DELONG DOCK	.00	.00	38,400.00	38,400.00	.0
TOTAL TRANSFERS & OTHER	.00	294,102.36	448,491.00	154,388.64	65.6
TOTAL FUND REVENUE	74,445.97	686,324.51	3,003,559.00	2,317,234.49	22.9

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
ADMIN					
01-400-6000 SALARIES & WAGES	34,318.61	129,505.33	333,746.00	204,240.67	38.8
01-400-6030 FICA TAXES	(368.14)	3,135.36	5,078.00	1,942.64	61.7
01-400-6040 WORKER'S COMP.	.00	.00	6,000.00	6,000.00	.0
01-400-6050 ESC TAXES	349.86	1,712.37	3,502.00	1,789.63	48.9
01-400-6060 HEALTH & LIFE INSURANCE	10,702.57	33,238.17	66,249.00	33,010.83	50.2
01-400-6070 PERS RETIREMENT	5,942.41	23,033.72	61,656.00	38,622.28	37.4
01-400-6205 ADVERTISING	.00	.00	5,000.00	5,000.00	.0
01-400-6210 B.T.I. CONDO FEES	.00	.00	2,500.00	2,500.00	.0
01-400-6220 BANK SERVICES CHARGES	537.80	2,387.36	10,000.00	7,612.64	23.9
01-400-6240 COMMUNITY SUPPORT-DONATIONS	.00	198.25	.00	(198.25)	.0
01-400-6280 DUES & SUBSCRIPTIONS	160.00	1,795.72	5,000.00	3,204.28	35.9
01-400-6410 INSURANCE - LIABILITY	.00	8,260.80	9,000.00	739.20	91.8
01-400-6440 INSURANCE - PROPERTY	.00	150.00	.00	(150.00)	.0
01-400-6540 LICENSES & PERMITS	.00	115.00	.00	(115.00)	.0
01-400-6541 PENALTIES & FEES	.00	.00	1,000.00	1,000.00	.0
01-400-6565 OUTSIDE CONTRACTORS	543.90	(301.65)	16,120.00	16,421.65	(1.9)
01-400-6570 PHYSICAL EXAMS & BACKGROUND CK	.00	.00	400.00	400.00	.0
01-400-6580 POSTAGE	403.02	865.16	2,500.00	1,634.84	34.6
01-400-6610 PROF. FEES - ACCOUNTING	2,100.00	6,900.00	22,000.00	15,100.00	31.4
01-400-6620 PROF. FEES - APPRAISAL	.00	.00	12,000.00	12,000.00	.0
01-400-6625 PROF. FEES - FINANCIAL SOFTWARE	1,666.00	9,996.00	25,000.00	15,004.00	40.0
01-400-6635 PROF. FEES - COMPUTER SUPPORT	.00	.00	20,000.00	20,000.00	.0
01-400-6636 PROF. FEES - WEB SITE SUPPORT	.00	1,203.00	4,200.00	2,997.00	28.6
01-400-6650 PROF. FEES - LEGAL	7,458.23	27,555.74	60,000.00	32,444.26	45.9
01-400-6670 REIMBURSEMENT	52.00	335.13	.00	(335.13)	.0
01-400-6700 PUBLICATIONS & SUBSCRIPTIONS	.00	674.00	800.00	126.00	84.3
01-400-6770 TRAVEL, TRAINING & DEV.	.00	131.84	12,000.00	11,868.16	1.1
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
01-400-8550 SUPPLIES - OFFICE	.00	1,390.89	5,000.00	3,609.11	27.8
01-400-8750 SUPPLIES - PRINTING	.00	.00	300.00	300.00	.0
01-400-9000 UTILITIES - INTERNET	1,308.84	6,519.73	13,000.00	6,480.27	50.2
01-400-9070 UTILITIES - TELEPHONE	915.10	3,889.63	9,500.00	5,610.37	40.9
01-400-9100 MISCELLANEOUS EXPENSES	.00	(12,551.35)	2,000.00	14,551.35	(627.6)
01-400-9530 CAPITAL OUTLAY-COMPUTER EQUIP	.00	5,694.60	5,000.00	(694.60)	113.9
TOTAL ADMIN	66,090.20	255,834.80	721,551.00	465,716.20	35.5

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COUNCIL</u>					
01-401-6240 CITY COUNCIL-COMMUNITY SUPPORT	.00	1,756.50	4,000.00	2,243.50	43.9
01-401-6280 DUES & SUBSCRIPTIONS	.00	.00	600.00	600.00	.0
01-401-6600 PROF. FEES - AUDIT	.00	.00	38,000.00	38,000.00	.0
01-401-6650 PROF. FEES - LEGAL	.00	3,999.00	.00	(3,999.00)	.0
01-401-6770 TRAVEL, TRAINING & DEV.	.00	98.28	3,000.00	2,901.72	3.3
01-401-6800 COUNCIL CHAMBER IMPROV.	.00	.00	1,500.00	1,500.00	.0
01-401-8550 SUPPLIES - OFFICE	.00	.00	800.00	800.00	.0
01-401-9070 UTILITIES - TELEPHONE	199.98	299.97	.00	(299.97)	.0
01-401-9500 LOBBYIST FEES	20,000.00	60,000.00	120,000.00	60,000.00	50.0
TOTAL COUNCIL	20,199.98	66,153.75	167,900.00	101,746.25	39.4
<u>ELECTIONS</u>					
01-420-6100 VOLUNTEER SUPPORT	.00	.00	1,200.00	1,200.00	.0
01-420-6205 ADVERTISING	.00	.00	600.00	600.00	.0
TOTAL ELECTIONS	.00	.00	1,800.00	1,800.00	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY</u>					
01-510-6000 SALARIES & WAGES	78,986.22	251,201.06	680,413.00	429,211.94	36.9
01-510-6030 FICA TAXES	1,213.93	7,472.49	10,459.00	2,986.51	71.5
01-510-6040 WORKER'S COMP.	.00	.00	25,714.00	25,714.00	.0
01-510-6050 ESC TAXES	911.22	3,834.56	6,915.00	3,080.44	55.5
01-510-6060 HEALTH & LIFE INSURANCE	12,042.25	31,621.74	106,024.00	74,402.26	29.8
01-510-6070 PERS RETIREMENT	13,781.80	41,714.48	115,398.00	73,683.52	36.2
01-510-6091 UNIFORM ALLOWANCE	320.00	560.00	2,500.00	1,940.00	22.4
01-510-6100 VOLUNTEER SUPPORT	.00	.00	1,500.00	1,500.00	.0
01-510-6205 ADVERTISING	.00	275.00	250.00	(25.00)	110.0
01-510-6210 B.T.I. CONDO FEES	.00	.00	2,000.00	2,000.00	.0
01-510-6280 DUES & SUBSCRIPTIONS	.00	130.00	500.00	370.00	26.0
01-510-6410 INSURANCE - LIABILITY	.00	10,969.24	17,500.00	6,530.76	62.7
01-510-6420 INSURANCE - AUTO	.00	4,918.68	9,000.00	4,081.32	54.7
01-510-6440 INSURANCE - PROPERTY	.00	(301.25)	1,200.00	1,501.25	(25.1)
01-510-6540 LICENSES & PERMITS	.00	.00	2,000.00	2,000.00	.0
01-510-6565 OUTSIDE CONTRACTORS	3,300.20	45,275.52	35,600.00	(9,675.52)	127.2
01-510-6570 PHYSICAL EXAMS	343.00	343.00	2,000.00	1,657.00	17.2
01-510-6580 POSTAGE	.00	5.28	200.00	194.72	2.6
01-510-6635 PROF. FEES - COMPUTER SUPPORT	.00	.00	800.00	800.00	.0
01-510-6700 PUBLICATIONS & SUBSCRIPTIONS	.00	14.99	500.00	485.01	3.0
01-510-6735 EQUIPMENT PURCHASE	858.80	858.80	8,000.00	7,141.20	10.7
01-510-6740 SMALL TOOLS	.00	2,594.71	.00	(2,594.71)	.0
01-510-6770 TRAVEL, TRAINING & DEV.	.00	1,342.00	5,000.00	3,658.00	26.8
01-510-7100 BUILDING MAINT.	.00	113.50	1,500.00	1,386.50	7.6
01-510-7150 REPAIRS - COMMUNICATION EQUIPM	.00	.00	2,000.00	2,000.00	.0
01-510-7200 REPAIRS-COMPUTER SYSTEM	.00	.00	1,000.00	1,000.00	.0
01-510-7350 REPAIRS - EQUIPMENT	.00	1,368.98	8,000.00	6,631.02	17.1
01-510-7400 REPAIRS - VEHICLES	.00	.00	5,000.00	5,000.00	.0
01-510-7750 GAS & OIL - VEHICLES	1,327.58	4,828.65	25,000.00	20,171.35	19.3
01-510-8020 SUPPLIES - AMMUNITION	.00	2,125.00	5,000.00	2,875.00	42.5
01-510-8100 SUPPLIES - COMPUTERS	.00	.00	1,500.00	1,500.00	.0
01-510-8150 SUPPLIES - CONSUMABLE	194.87	1,184.05	4,000.00	2,815.95	29.6
01-510-8200 SUPPLIES - COPIER	.00	.00	1,200.00	1,200.00	.0
01-510-8550 SUPPLIES - OFFICE	.00	404.96	2,000.00	1,595.04	20.3
01-510-8950 SUPPLIES - UNIFORMS	.00	1,963.84	6,000.00	4,036.16	32.7
01-510-9000 UTILITIES - INTERNET	1,709.01	8,185.55	15,000.00	6,814.45	54.6
01-510-9010 UTILITIES - ELECTRICITY	.00	40.45	.00	(40.45)	.0
01-510-9070 UTILITIES - TELEPHONE	821.27	4,053.45	.00	(4,053.45)	.0
01-510-9200 GRANT EXPENDITURES	.00	.00	8,000.00	8,000.00	.0
TOTAL PUBLIC SAFETY	115,810.15	427,098.73	1,118,673.00	691,574.27	38.2

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE</u>					
01-520-6000 SALARIES & WAGES	1,661.52	5,870.70	14,400.00	8,529.30	40.8
01-520-6030 FICA TAXES	24.09	88.33	1,102.00	1,013.67	8.0
01-520-6040 WORKERS COMP	.00	.00	563.00	563.00	.0
01-520-6050 ESC TAXES	.00	61.18	144.00	82.82	42.5
01-520-6100 VOLUNTEER SUPPORT	.00	.00	12,000.00	12,000.00	.0
01-520-6410 INSURANCE - LIABILITY	.00	558.07	1,000.00	441.93	55.8
01-520-6420 INSURANCE - AUTO	.00	3,220.53	4,500.00	1,279.47	71.6
01-520-6570 PHYSICAL EXAMS	.00	25.00	.00	(25.00)	.0
01-520-6735 EQUIPMENT PURCHASE	.00	.00	5,000.00	5,000.00	.0
01-520-6750 TESTING	.00	.00	1,000.00	1,000.00	.0
01-520-6770 TRAVEL, TRAINING & DEV.	.00	.00	500.00	500.00	.0
01-520-7350 REPAIRS - EQUIPMENT	.00	149.00	2,000.00	1,851.00	7.5
01-520-7400 REPAIRS - VEHICLES	.00	.00	1,500.00	1,500.00	.0
01-520-7750 GAS & OIL - VEHICLES	218.72	218.72	1,000.00	781.28	21.9
01-520-8550 SUPPLIES - OFFICE	.00	.00	150.00	150.00	.0
01-520-8950 SUPPLIES - UNIFORMS	.00	.00	750.00	750.00	.0
TOTAL FIRE	1,904.33	10,191.53	45,609.00	35,417.47	22.4

<u>EMS</u>					
01-530-6000 SALARIES & WAGES	12,802.34	38,255.96	131,696.00	93,440.04	29.1
01-530-6030 FICA TAXES	357.62	747.92	6,441.00	5,693.08	11.6
01-530-6040 WORKER'S COMP.	.00	.00	8,738.00	8,738.00	.0
01-530-6050 ESC TAXES	157.93	534.55	1,399.00	864.45	38.2
01-530-6080 HEALTH & LIFE INSURANCE	2,793.06	3,050.52	16,358.00	13,307.48	18.7
01-530-6070 PERS RETIREMENT	1,662.15	5,872.93	15,125.00	9,252.07	38.8
01-530-6091 UNIFORM ALLOWANCE	80.00	200.00	600.00	400.00	33.3
01-530-6100 EMS VOLUNTEER SUPPORT	.00	800.00	20,000.00	19,200.00	4.0
01-530-6410 INSURANCE - LIABILITY	.00	2,736.52	10,000.00	7,263.48	27.4
01-530-6420 INSURANCE - AUTO	.00	1,732.37	3,500.00	1,767.63	49.5
01-530-6570 PHYSICAL EXAMS	234.00	234.00	.00	(234.00)	.0
01-530-6735 EQUIPMENT PURCHASE	.00	280.67	1,000.00	719.33	28.1
01-530-6750 TESTING	.00	.00	250.00	250.00	.0
01-530-6761 TRAINING - EMS SUPVSG MD	1,000.00	5,000.00	8,000.00	3,000.00	62.5
01-530-6770 TRAVEL, TRAINING & DEV.	.00	.00	2,000.00	2,000.00	.0
01-530-7400 REPAIRS - VEHICLES	.00	.00	1,500.00	1,500.00	.0
01-530-7750 GAS & OIL - VEHICLES	17.48	37.11	2,500.00	2,462.89	1.5
01-530-8150 SUPPLIES - CONSUMABLE	.00	.00	3,500.00	3,500.00	.0
01-530-8550 SUPPLIES - OFFICE	.00	.00	250.00	250.00	.0
01-530-8650 SUPPLIES AND DRUGS BILLABLE	.00	.00	2,500.00	2,500.00	.0
01-530-8950 SUPPLIES - UNIFORMS	.00	.00	2,000.00	2,000.00	.0
01-530-9000 UTILITIES - INTERNET	508.48	2,886.25	5,000.00	2,113.75	57.7
01-530-9070 UTILITIES - TELEPHONE	50.63	253.06	500.00	246.94	50.6
TOTAL EMS	19,663.69	62,621.86	242,857.00	180,235.14	25.8

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

GENERAL FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CLINIC</u>					
01-535-6210 B.T.I. CONDO FEE	367.00	1,835.00	4,500.00	2,665.00	40.8
01-535-6440 INSURANCE - PROPERTY	.00	.00	1,200.00	1,200.00	.0
TOTAL CLINIC	367.00	1,835.00	5,700.00	3,865.00	32.2
<u>PUBLIC WORKS</u>					
01-600-6000 SALARIES & WAGES	24,209.67	86,939.67	264,710.00	177,770.33	32.8
01-600-6030 FICA TAXES	351.02	1,309.91	5,447.00	4,137.09	24.1
01-600-6040 WORKER'S COMP.	.00	.00	9,662.00	9,662.00	.0
01-600-6050 ESC TAXES	368.00	1,294.98	1,435.00	140.02	90.2
01-600-6060 HEALTH & LIFE INSURANCE	8,491.00	21,227.50	53,162.00	31,934.50	39.9
01-600-6070 PERS RETIREMENT	5,326.18	19,126.99	52,978.00	33,851.01	36.1
01-600-6410 INSURANCE - LIABILITY	.00	4,665.57	7,750.00	3,084.43	60.2
01-600-6420 INSURANCE - AUTO	.00	2,551.97	4,800.00	2,248.03	53.2
01-600-6430 INSURANCE EQUIPMENT	.00	1,626.58	5,000.00	3,373.42	32.5
01-600-6440 INSURANCE - PROPERTY	.00	189.53	1,000.00	810.47	19.0
01-600-6540 LICENSES & FEES	.00	.00	250.00	250.00	.0
01-600-6565 OUTSIDE CONTRACTORS	.00	795.79	8,000.00	8,795.79	(10.0)
01-600-6570 PHYSICAL EXAMS	.00	158.00	750.00	594.00	20.8
01-600-6635 PROF. FEES - COMPUTER SUPPORT	.00	.00	2,000.00	2,000.00	.0
01-600-6740 SMALL TOOLS	.00	1,171.06	3,000.00	1,828.94	39.0
01-600-6770 TRAVEL, TRAINING & DEV.	.00	.00	2,000.00	2,000.00	.0
01-600-7100 REPAIRS	.00	.00	5,000.00	5,000.00	.0
01-600-7210 REPAIRS - ROADS	858.80	858.80	7,000.00	6,141.20	12.3
01-600-7350 REPAIR & MAINTENANCE	46.00	1,953.90	15,000.00	13,046.10	13.0
01-600-7750 GAS & OIL - VEHICLES	136.81	7,881.10	15,000.00	7,118.90	52.5
01-600-8150 SUPPLIES - CONSUMABLE	.00	.00	1,000.00	1,000.00	.0
01-600-8550 SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
01-600-8950 SUPPLIES - UNIFORMS	.00	.00	750.00	750.00	.0
01-600-8970 SUPPLIES - SAFETY	322.40	322.40	5,000.00	4,677.60	6.5
01-600-8995 SUPPLIES & MATERIALS	60.00	1,137.16	15,000.00	13,862.84	7.6
01-600-9000 UTILITIES - INTERNET	775.27	3,487.15	7,500.00	4,012.85	46.5
01-600-9010 UTILITIES - ELECTRICITY	1,082.60	5,510.16	12,000.00	6,489.84	45.9
01-600-9070 UTILITIES - TELEPHONE	153.72	986.45	1,500.00	513.55	65.8
01-600-9095 UTILITIES - WATER/SEWER	.00	.00	10,000.00	10,000.00	.0
01-600-9520 CAPITAL OUTLAY - EQUIPMENT	.00	.00	20,000.00	20,000.00	.0
01-600-9900 INTERDEPARTMENT SUPPORT	(2,916.66)	(14,583.30)	(35,000.00)	(20,416.70)	(41.7)
TOTAL PUBLIC WORKS	39,264.81	147,017.79	502,194.00	355,176.21	29.3

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROPERTY & FACILITIES</u>					
01-700-6210 B.T.I. CONDO FEES	914.88	4,574.40	10,979.00	6,404.60	41.7
01-700-6410 INSURANCE - LIABILITY	.00	1,378.64	.00	(1,378.64)	.0
01-700-6440 INSURANCE - PROPERTY	.00	10,487.82	26,000.00	15,512.18	40.3
01-700-6565 PROP & FAC-CONTRACTED SERVICES	925.00	8,949.98	10,000.00	1,050.02	89.5
01-700-7100 REPAIRS - BUILDINGS	.00	.00	5,000.00	5,000.00	.0
01-700-7350 REPAIRS - EQUIPMENT	.00	1,808.00	.00	(1,808.00)	.0
01-700-8550 JANITORIAL SUPPLIES	.00	.00	500.00	500.00	.0
01-700-8970 SUPPLIES - SAFETY	.00	.00	500.00	500.00	.0
01-700-9010 UTILITIES - ELECTRICITY	2,401.34	14,974.98	31,261.00	16,286.02	47.9
01-700-9040 UTILITIES - HEATING FUEL	1,072.21	11,988.53	25,000.00	13,011.47	48.0
01-700-9050 UTILITIES - SOLID WASTE	67.79	338.95	2,000.00	1,661.05	17.0
01-700-9095 UTILITIES - WATER/SEWER	95.21	493.84	2,000.00	1,506.16	24.7
TOTAL PROPERTY & FACILITIES	5,476.43	54,995.14	113,240.00	58,244.86	48.6
<u>PARKS AND RECREATION</u>					
01-800-6000 SALARIES AND WAGES	.00	.00	6,198.00	6,198.00	.0
01-800-6030 FICA TAXES	.00	.00	474.00	474.00	.0
01-800-6040 WORKER'S COMP	.00	.00	249.00	249.00	.0
01-800-6050 ESC TAX	.00	.00	62.00	62.00	.0
01-800-7340 PROFESSIONAL SERVICES	.00	.00	3,000.00	3,000.00	.0
01-800-7350 REPAIRS EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
01-800-8950 SUPPLIES AND MATERIALS	.00	508.93	6,000.00	5,491.07	8.5
TOTAL PARKS AND RECREATION	.00	508.93	16,983.00	16,474.07	3.0
<u>TRANSFERS TO OTHER FUNDS</u>					
01-990-9990 TRANSFER OUT	.00	23,341.00	23,341.00	.00	100.0
01-990-9991 TRANSFER TO F 14 EQUIP REP PW	.00	165,255.57	165,255.57	.00	100.0
TOTAL TRANSFERS TO OTHER FUNDS	.00	188,596.57	188,596.57	.00	100.0
TOTAL FUND EXPENDITURES	268,776.59	1,214,854.10	3,125,103.57	1,910,249.47	38.9
NET REVENUE OVER EXPENDITURES	(194,330.62)	(528,529.59)	(121,544.57)	406,985.02	(434.8)

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

CRUISE SHIP TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TAXES - REVENUE</u>					
20-310-4008	CRUISE SHIP TAX	.00	39,723.47	.00	(39,723.47)	.0
	TOTAL TAXES - REVENUE	.00	39,723.47	.00	(39,723.47)	.0
	TOTAL FUND REVENUE	.00	39,723.47	.00	(39,723.47)	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

CRUISE SHIP TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DONATIONS - SUPPORT</u>					
20-400-6240	MUSEUM SUPPORT - DONATIONS	.00	15,000.00	15,000.00	.00	100.0
20-400-8520	CAPITAL EQUIPMENT	(1,112.46)	113,462.75	.00	(113,462.75)	.0
	TOTAL DONATIONS - SUPPORT	(1,112.46)	128,462.75	15,000.00	(113,462.75)	856.4
	<u>TRANSFERS OUT</u>					
20-990-9990	TRANSFER TO OTHER FUNDS	.00	215,043.00	214,634.00	(409.00)	100.2
20-990-9992	TRANSFER TO HARBOR FUND #51	.00	153,775.00	153,775.00	.00	100.0
	TOTAL TRANSFERS OUT	.00	368,818.00	368,409.00	(409.00)	100.1
	TOTAL FUND EXPENDITURES	(1,112.46)	497,280.75	383,409.00	(113,871.75)	129.7
	NET REVENUE OVER EXPENDITURES	1,112.46	(457,557.28)	(383,409.00)	74,148.28	(119.3)

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

NEW CITY PARK FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GRANT EXPENDITURES</u>					
24-900-9200 CITY-FUNDED PARK EXPENDITURES	.00	2,998.25	.00	(2,998.25)	.0
TOTAL GRANT EXPENDITURES	.00	2,998.25	.00	(2,998.25)	.0
TOTAL FUND EXPENDITURES	.00	2,998.25	.00	(2,998.25)	.0
NET REVENUE OVER EXPENDITURES	.00	(2,998.25)	.00	2,998.25	.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

SHOTGUN COVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>FEDERAL GRANT REVENUE WFL</u>					
30-350-4063	WFL DLG GRANT DTFH70-03A170077	.00	24,691.95	.00	(24,691.95)	.0
30-350-4064	WFL FLAP REVENUE	.00	98,767.81	.00	(98,767.81)	.0
	TOTAL FEDERAL GRANT REVENUE WFL	.00	123,459.76	.00	(123,459.76)	.0
	TOTAL FUND REVENUE	.00	123,459.76	.00	(123,459.76)	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

SHOTGUN COVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>STATE GRANT EXPENDITURES</u>					
30-820-9200	GRANT EXPENDITURES	790.00	790.00	.00	(790.00)	.0
	TOTAL STATE GRANT EXPENDITURES	790.00	790.00	.00	(790.00)	.0
	<u>FEDERAL GRANT EXPENDITURES WFL</u>					
30-850-9543	WFL DLG GRANT DTFH70-03A170077	8,972.89	35,988.79	.00	(35,988.79)	.0
30-850-9544	FLAP 1 SCR DESIGN	35,891.56	143,955.17	.00	(143,955.17)	.0
	TOTAL FEDERAL GRANT EXPENDITURES W	44,864.45	179,943.96	.00	(179,943.96)	.0
	TOTAL FUND EXPENDITURES	45,654.45	180,733.96	.00	(180,733.96)	.0
	NET REVENUE OVER EXPENDITURES	(45,654.45)	(57,274.20)	.00	57,274.20	.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

2019 EARTHQUAKE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STATE GRANT REVENUE</u>					
31-320-4275 INSURANCE SETTLEMENT	.00	4,723.15	.00	(4,723.15)	.0
TOTAL STATE GRANT REVENUE	.00	4,723.15	.00	(4,723.15)	.0
TOTAL FUND REVENUE	.00	4,723.15	.00	(4,723.15)	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

2019 EARTHQUAKE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STATE GRANT EXPENDITURES</u>					
31-820-9200 GRANT EXPENDITURES	20,337.00	71,576.85	.00	(71,576.85)	.0
TOTAL STATE GRANT EXPENDITURES	20,337.00	71,576.85	.00	(71,576.85)	.0
TOTAL FUND EXPENDITURES	20,337.00	71,576.85	.00	(71,576.85)	.0
NET REVENUE OVER EXPENDITURES	(20,337.00)	(66,853.70)	.00	66,853.70	.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

WATER AND WASTEWATER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>CHARGES FOR SERVICES</u>					
50-340-4300	WATER SERVICE CHARGES	15,191.93	43,673.50	257,176.00	213,502.50	17.0
50-340-4350	WASTE WATER SERVICE CHARGES	7,343.41	21,616.45	115,000.00	93,383.55	18.8
50-340-4500	ENTERPRISE-PERMIT FEES	.00	.00	100.00	100.00	.0
	TOTAL CHARGES FOR SERVICES	22,535.34	65,289.95	372,276.00	306,986.05	17.5
	<u>MISCELLANEOUS</u>					
50-360-4901	INTEREST ON BANK ACCOUNTS	.00	893.98	17,500.00	16,606.02	5.1
50-360-4910	MISCELLANEOUS INCOME	.00	1,675.98	700.00	(1,175.98)	268.0
	TOTAL MISCELLANEOUS	.00	2,769.96	18,200.00	15,430.04	15.2
	<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	22,535.34	91,400.91	413,817.00	322,416.09	22.1

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

WATER AND WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER & WASTE WATER OPERATING</u>					
50-800-6000 SALARIES & WAGES	19,484.30	56,322.41	125,591.00	69,268.59	44.9
50-800-6030 FICA TAXES	276.02	839.23	2,452.00	1,612.77	34.2
50-800-6040 WORKER'S COMP.	.00	.00	5,659.00	5,659.00	.0
50-800-6050 ESC TAXES	153.92	692.06	1,285.00	592.94	53.9
50-800-6060 HEALTH & LIFE INSURANCE	5,580.93	11,030.75	17,584.00	6,553.25	62.7
50-800-6070 PERS RETIREMENT	3,531.23	9,716.90	19,081.00	9,364.10	50.9
50-800-6280 DUES & SUBSCRIPTIONS	.00	170.00	1,000.00	830.00	17.0
50-800-6410 INSURANCE - LIABILITY	.00	2,202.90	3,600.00	1,397.10	61.2
50-800-6440 INSURANCE - PROPERTY	.00	1,968.23	3,500.00	1,531.77	56.2
50-800-6540 LICENSES & PERMITS	.00	805.00	1,200.00	395.00	67.1
50-800-6565 OUTSIDE CONTRACTORS	.00	.00	10,000.00	10,000.00	.0
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	.00	1,200.00	1,200.00	.0
50-800-6740 SMALL TOOLS	.00	.00	4,000.00	4,000.00	.0
50-800-6750 TESTING WATER/SEWER	.00	.00	9,000.00	9,000.00	.0
50-800-6770 TRAVEL, TRAINING & DEV.	.00	.00	5,500.00	5,500.00	.0
50-800-7100 REPAIRS - BUILDING	.00	.00	5,000.00	5,000.00	.0
50-800-7350 REPAIRS - EQUIPMENT	.00	1,679.50	5,000.00	3,320.50	33.6
50-800-7850 REPAIRS - SYSTEM	.00	.00	5,000.00	5,000.00	.0
50-800-7750 GAS & OIL - VEHICLES	375.59	1,016.81	3,500.00	2,483.19	29.1
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	123.70	123.70	1,500.00	1,376.30	8.3
50-800-8995 SUPPLIES & MATERIALS	.00	.00	3,500.00	3,500.00	.0
50-800-9000 UTILITIES -INTERNET	508.48	2,520.09	1,500.00	(1,020.09)	168.0
50-800-9010 UTILITIES - ELECTRICITY	1,927.06	10,130.06	30,000.00	19,869.94	33.8
50-800-9040 UTILITIES - HEATING FUEL	145.21	1,164.37	5,000.00	3,835.63	23.3
50-800-9070 UTILITIES - TELEPHONE	81.46	401.98	600.00	198.02	67.0
50-800-9580 CAPITAL OUTLAY - WWW	.00	21,560.00	150,000.00	128,440.00	14.4
50-800-9900 TRANSFER OUT TO GF	.00	4,552.46	39,048.00	34,495.54	11.7
50-800-9901 TRANSFERS OUT - OTHER	.00	1,031,327.54	1,031,327.54	.00	100.0
TOTAL WATER & WASTE WATER OPERATING	32,189.90	1,158,223.99	1,494,427.54	336,203.55	77.5
TOTAL FUND EXPENDITURES	32,189.90	1,158,223.99	1,494,427.54	336,203.55	77.5
NET REVENUE OVER EXPENDITURES	(9,654.56)	(1,066,823.08)	(1,080,610.54)	(13,787.46)	(98.7)

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
51-340-4399 MOORAGE - TRANSIENT WINTER	.00	1,074.00	20,000.00	18,926.00	5.4
51-340-4401 MOORAGE - PREFERENTIAL	134.26	476,735.21	545,000.00	68,264.79	87.5
51-340-4402 MOORAGE - TRANSIENT	40,175.04	199,845.13	400,000.00	200,154.87	50.0
51-340-4403 BOAT LIFT FEES	41.50	103.75	25,000.00	24,896.25	.4
51-340-4404 UTILITY FEES	4,901.61	28,839.44	60,000.00	31,160.56	48.1
51-340-4406 WHARFAGE FEES	.00	7,750.00	15,000.00	7,250.00	51.7
51-340-4407 VESSEL TOW FEES	.00	.00	3,000.00	3,000.00	.0
51-340-4408 USED OIL COLLECTION F	50.00	106.00	1,000.00	894.00	10.6
51-340-4409 WAITING LIST FEES	550.00	15,950.00	16,000.00	50.00	99.7
51-340-4410 PUMP OUT FEES	450.00	450.00	500.00	50.00	90.0
51-340-4411 LAUNCH FEES	32,275.00	38,275.00	150,000.00	111,725.00	25.5
51-340-4412 SHOWERS	.00	.00	1,000.00	1,000.00	.0
51-340-4413 GRID	128.26	445.28	1,200.00	754.72	37.1
51-340-4414 VESSEL MAINTENANCE	2,026.50	3,528.00	7,000.00	3,472.00	50.4
51-340-4415 DRY STORAGE FEES	.00	2,604.00	5,000.00	2,396.00	52.1
51-340-4416 PARKING - ANNUAL	18,250.00	22,750.00	45,000.00	22,250.00	50.6
51-340-4426 PARKING DAILY	10,043.00	11,275.00	60,000.00	48,725.00	18.8
51-340-4445 MISC. SERVICES	1,005.06	4,365.17	3,000.00	(1,365.17)	145.5
TOTAL CHARGES FOR SERVICES	110,030.23	814,095.98	1,357,700.00	543,804.02	60.0
<u>LEASES INCOME</u>					
51-345-4512 LEASE - ARRC NET OF RR SHARE	(2,591.93)	34,404.71	95,000.00	60,595.29	36.2
51-345-4515 LEASE - GARBAGE REVENUE	.00	40.00	350.00	310.00	11.4
TOTAL LEASES INCOME	(2,591.93)	34,444.71	95,350.00	60,905.29	36.1
<u>OTHER REVENUE</u>					
51-360-4417 FUEL FLOAT INCOME	.00	2,867.53	25,000.00	22,132.47	11.5
51-360-4430 CAMPING	2,795.00	2,915.00	12,000.00	9,085.00	24.3
51-360-4900 INTEREST & LATE FEES ON A/R	.00	85.00	1,500.00	1,415.00	5.7
51-360-4901 INTEREST ON BANK ACCO	.00	894.05	10,000.00	9,105.95	8.9
51-360-4910 MISCELLANEOUS INCOME	.00	.00	15,000.00	15,000.00	.0
51-360-4957 AMORTIZATION OF BOND PREMIUM	.00	.00	8,843.00	8,843.00	.0
TOTAL OTHER REVENUE	2,795.00	6,761.58	72,343.00	65,581.42	9.4
<u>TRANSFERS IN AND OTHER</u>					
51-390-4991 TRANSFER FROM CPV FUND	.00	153,775.00	153,775.00	.00	100.0
TOTAL TRANSFERS IN AND OTHER	.00	153,775.00	153,775.00	.00	100.0
TOTAL FUND REVENUE	110,233.30	1,009,077.27	1,679,168.00	670,090.73	60.1

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
HARBOR OPERATIONS EXP					
51-800-6000 SALARIES & WAGES	50,770.39	184,686.34	459,463.00	274,776.66	40.2
51-800-6030 FICA TAXES	1,045.68	3,168.26	9,752.00	6,583.74	32.5
51-800-6040 WORKER'S COMP.	.00	.00	18,571.00	18,571.00	.0
51-800-6050 ESC TAXES	507.84	2,454.80	4,775.00	2,320.20	51.4
51-800-6060 HEALTH & LIFE INSURANCE	15,997.89	43,176.42	110,333.00	67,156.58	39.1
51-800-6070 PERS RETIREMENT	9,247.17	36,025.74	88,642.00	52,616.26	40.6
51-800-6205 ADVERTISING	.00	.00	1,000.00	1,000.00	.0
51-800-6215 COLLECTION EXPENSE	.00	.00	5,000.00	5,000.00	.0
51-800-6220 BANK SERVICE CHARGES	3,591.39	17,106.90	30,000.00	12,893.10	57.0
51-800-6260 BAD DEBT EXPENSE	.00	.00	30,000.00	30,000.00	.0
51-800-6265 BOND INTEREST EXPENSE	.00	42,762.50	83,775.00	41,012.50	51.0
51-800-6270 DEPRECIATION	.00	.00	940,000.00	940,000.00	.0
51-800-6280 DUES & SUBSCRIPTIONS	.00	.00	500.00	500.00	.0
51-800-6410 INSURANCE - LIABILITY	.00	17,332.46	30,000.00	12,667.54	57.8
51-800-6420 INSURANCE - AUTO	.00	634.14	1,000.00	365.86	63.4
51-800-6430 INSURANCE EQUIPMENT	.00	257.00	600.00	343.00	42.8
51-800-6440 INSURANCE - PROPERTY	.00	19,965.11	70,000.00	50,034.89	28.5
51-800-6490 INSURANCE CLAIMS-DEDU	.00	.00	5,000.00	5,000.00	.0
51-800-6540 ENTERPRISE-LICENSES & PERMITS	.00	.00	125.00	125.00	.0
51-800-6565 OUTSIDE CONTRACTORS	745.54	2,349.30	25,000.00	22,650.70	9.4
51-800-6570 PHYSICAL EXAMS	117.00	234.00	500.00	266.00	46.8
51-800-6580 POSTAGE	.00	1,443.10	2,500.00	1,056.90	57.7
51-800-6635 PROF. FEES - COMPUTER SUPPORT	.00	.00	3,000.00	3,000.00	.0
51-800-6636 PROF FEES - WEB SITE	.00	.00	250.00	250.00	.0
51-800-6650 PROF. FEES - LEGAL	7,331.50	13,280.00	5,000.00	8,280.00	265.6
51-800-6700 PUBLICATIONS&SUBS.	.00	.00	350.00	350.00	.0
51-800-6730 EQUIPMENT RENTAL	.00	.00	1,000.00	1,000.00	.0
51-800-6740 SMALL TOOLS	.00	4,146.86	2,500.00	1,646.86	165.9
51-800-6770 TRAVEL, TRAINING & DEV.	.00	.00	3,000.00	3,000.00	.0
51-800-6780 WASTE DISPOSAL - EVOS	.00	.00	4,000.00	4,000.00	.0
51-800-7100 REPAIRS - BUILDINGS	.00	607.81	6,000.00	5,392.19	10.1
51-800-7350 REPAIRS - EQUIPMENT	.00	.00	15,000.00	15,000.00	.0
51-800-7400 REPAIRS - VEHICLES	.00	.00	2,000.00	2,000.00	.0
51-800-7500 PARKING LOT MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
51-800-7610 REPAIRS - UTILITIES	.00	.00	10,000.00	10,000.00	.0
51-800-7750 GAS & OIL - VEHICLES	468.00	1,509.41	6,000.00	4,490.59	25.2
51-800-7820 REPAIRS - DOCKS	.00	.00	20,000.00	20,000.00	.0
51-800-8150 SUPPLIES - CONSUMABLE	2,421.63	3,143.62	30,000.00	26,856.38	10.5
51-800-8200 SUPPLIES - PARKING	.00	.00	1,000.00	1,000.00	.0
51-800-8400 SUPPLIES - FIRE SUPPRESSION	.00	.00	3,000.00	3,000.00	.0
51-800-8550 SUPPLIES - OFFICE	.00	1,923.85	6,000.00	4,076.15	32.1
51-800-8950 SUPPLIES - UNIFORMS	102.59	102.59	2,500.00	2,397.41	4.1
51-800-8970 SUPPLIES - SAFETY	1,039.08	1,202.82	5,000.00	3,797.18	24.1
51-800-9000 UTILITIES - INTERNET	750.17	4,851.04	6,100.00	1,248.96	79.5
51-800-9010 UTILITIES - ELECTRICITY	4,253.90	38,954.39	62,000.00	23,045.61	62.8
51-800-9040 UTILITIES - HEATING FUEL	257.42	2,337.05	5,500.00	3,162.95	42.5
51-800-9050 UTILITIES - SOLID WASTE	16,270.40	36,717.55	100,000.00	63,282.45	36.7
51-800-9070 UTILITIES - TELEPHONE	185.48	1,114.69	1,600.00	485.31	69.7
51-800-9095 UTILITIES - WATER/WASTEWATER	1,792.50	4,250.25	35,000.00	30,749.75	12.1
51-800-9213 HARBOR EMERGENCY REPAIR	.00	.00	10,000.00	10,000.00	.0
51-800-9510 SNOW REMOVAL	2,916.66	14,583.30	35,000.00	20,416.70	41.7
51-800-9515 CAPITAL - PARKING METERS	.00	.00	2,000.00	2,000.00	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-800-9900 TRANSFER OUT TO GF	.00	74,506.90	156,000.00	81,493.10	47.8
51-800-9901 TRANSFERS OUT - OTHER	.00	1,031,409.92	1,031,409.92	.00	100.0
TOTAL HARBOR OPERATIONS EXP	119,812.23	1,606,238.12	3,487,745.92	1,881,507.80	46.1
CAPITAL OUTLAY - FROM RESERVE					
51-900-9510 CAPITAL OUTLAY - BLDG & FACIL	.00	.00	5,000.00	5,000.00	.0
51-900-9520 CAPITAL OUTLAY - EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
51-900-9530 CAPITAL OUTLAY - COMP	.00	.00	2,000.00	2,000.00	.0
51-900-9575 BOND PRINCIPAL	.00	70,000.00	70,000.00	.00	100.0
TOTAL CAPITAL OUTLAY - FROM RESERVE	.00	70,000.00	78,500.00	8,500.00	89.2
TOTAL FUND EXPENDITURES	119,812.23	1,676,238.12	3,566,245.92	1,890,007.80	47.0
NET REVENUE OVER EXPENDITURES	(9,578.93)	(667,160.85)	(1,887,077.92)	(1,219,917.07)	(35.4)

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

DELONG DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>DELONG DOCK CHARGES FOR SERVIC</u>					
53-341-4251 USER FEES & PERMITS	3,000.00	3,000.00	12,000.00	9,000.00	25.0
53-341-4402 MOORAGE - TRANSIENT	272.16	272.16	5,000.00	4,727.84	5.4
53-341-4404 UTILITY FEES	634.36	634.36	7,000.00	6,365.64	9.1
53-341-4406 WHARFAGE FEES	.00	.00	360,000.00	360,000.00	.0
TOTAL DELONG DOCK CHARGES FOR SERV	3,906.52	3,906.52	384,000.00	380,093.48	1.0
TOTAL FUND REVENUE	3,906.52	3,906.52	384,000.00	380,093.48	1.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2021

DELONG DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPARTMENT 801</u>					
53-801-6000 SALARES & WAGES	5,781.15	5,781.15	51,051.00	45,269.85	11.3
53-801-6030 FICA/MEDICARE	97.86	97.86	1,084.00	986.14	9.0
53-801-6040 WORKER'S COMP.	.00	.00	2,063.00	2,063.00	.0
53-801-6050 ESC TAXES	46.95	46.95	531.00	484.05	8.8
53-801-6060 HEALTH & LIFE INSURANCE	1,435.66	1,435.66	13,168.00	11,732.34	10.9
53-801-6070 PERS RETIREMENT	1,206.48	1,206.48	10,423.00	9,216.52	11.6
53-801-6410 INSURANCE - LIABILITY	.00	2,786.36	15,000.00	12,211.64	18.6
53-801-6440 INSURANCE - PROPERTY	.00	5,428.00	10,000.00	4,572.00	54.3
53-801-6565 OUTSIDE CONTRACTORS	7,862.85	53,166.00	120,000.00	66,834.00	44.3
53-801-6730 EQUIPMENT RENTAL	.00	.00	2,500.00	2,500.00	.0
53-801-6740 SMALL TOOLS	.00	.00	1,000.00	1,000.00	.0
53-801-7750 GAS & OIL - VEHICLES	.00	.00	500.00	500.00	.0
53-801-7820 REPAIRS - DOCKS	.00	3,286.00	20,000.00	16,714.00	16.4
53-801-8150 SUPPLIES - CONSUMABLE	.00	.00	2,500.00	2,500.00	.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	2,000.00	2,000.00	.0
53-801-9010 UTILITIES - ELECTRICITY	1,295.33	2,978.62	15,000.00	12,021.38	19.9
53-801-9050 UTILITIES - SOLID WASTE	.00	.00	1,500.00	1,500.00	.0
53-801-9095 UTILITIES - WATER/WASTEWATER	.00	.00	5,000.00	5,000.00	.0
53-801-9900 TRANSFER OUT TO GF	.00	.00	38,400.00	38,400.00	.0
TOTAL DEPARTMENT 801	17,726.28	76,215.06	313,720.00	237,504.92	24.3
<u>CAPITAL OUTLAY</u>					
53-900-9504 CAPITAL IMPROVEMENTS	.00	.00	30,000.00	30,000.00	.0
53-900-9540 CAP EXP EMERGENCY REPAIRS	.00	.00	5,000.00	5,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	35,000.00	35,000.00	.0
TOTAL FUND EXPENDITURES	17,726.28	76,215.06	348,720.00	272,504.92	21.9
NET REVENUE OVER EXPENDITURES	(13,819.76)	(72,308.56)	35,280.00	107,588.56	(205.0)



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

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

**PORT & HARBOR COMMISSION
REGULAR MEETING
THURSDAY, JULY 1, 2021
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING
6:00 p.m.**

MINUTES

1. CALL TO ORDER

City Clerk, Naelene Matsumiya, called the meeting to order at 6:01 pm

2. OPENING CEREMONY PLEDGE OF ALLEGIANCE

Naelene Matsumiya

3. ROLL CALL

Ed Hedges, Mark Mitchell, Dave Goldstein, Cathy McCord, and Arnie Arneson

MOTION: Arnie Arneson made a motion to excuse Brad VonWichman, and Steven Bender from tonight's meeting.

SECOND: Mark Mitchell

DISCUSSION: None

VOTE: Motion passed unanimously

ADMINISTRATION PRESENT

Dave Borg, Harbormaster

Jim Hunt, City Manager

Naelene Matsumiya, City Clerk

Rose Medez, Harbor Finance

PUBLIC PRESENT

Charlene Arneson

4. APPROVAL OF REGULAR MEETING AGENDA

MOTION: Dave Goldstein made a motion to approve the Regular Meeting agenda as is

SECOND: Ed Hedges

DISCUSSION: None

VOTE: Motion passed unanimously

5. APPROVAL OF MINUTES

MOTION: Mark Mitchell made a motion to approve the June 3, 2021 Regular Meeting Minutes as is.

SECOND: Arnie Arneson

DISCUSSION: None

VOTE: Motion passed unanimously

6. HARBORMASTER AND CHAIRPERSON REPORT

Dave reported that most of his report will be discussed under New Business in terms of infrastructure. He reported on the restrooms and their conditions and what needs to be improved. He also reported on Senator Dan Sullivan's visit and the conversation he had with him. Dave also reported on his participation in the Emergency Crisis seminar in Valdez. He updated the Commission on the Travel Lift conversation he had with the Council and how they recommended the City get a condition report for the City Dock and if it is feasible. He updated on the crane as well.

Dave Goldstein asked about if Senator Dan Sullivan had any plans for the Head of the Bay. Jim responded that there is a funding to proceed with the option, but the City does not have match money. He continued.

7. UNFINISHED BUSINESS

A. Delong Dock

Dave Borg reported that he met with PND and the finishing touches are being done for the grant request and will go out mid-July.

B. Harbor Phase 3

Nothing new to report

9. NEW BUSINESS

A. Discussion Topic: Update on Infrastructure Issues

Dave ran down the list of things that were discussed during the meeting i.e., restrooms, skiff, crane etc. He updated that he is collecting bids for repairing the Smitty's Cove launch ramp to follow procurement policies, he will have to put out an RFP and the same goes for the floating breakwater inspection. He said that he has information but as of right now it is tabled so he can make a more educated decision.

10. MISCELLANEOUS BUSINESS

Ed Hedges announced that tonight's meeting is his last Port and Harbor Commission meeting. Staff and members of the Commission thanked Ed for all he has done in the City of Whittier and for serving on the Commission for as long as he has.

11. COMMISSION DISCUSSION

Commission thanked Ed and sent him a friendly farewell.

12. CITIZENS DISCUSSION

Charlene Arneson thanked Ed.

13. ADJOURNMENT:

Meeting was adjourned at 6:28 pm.

ATTEST:

Naelene Matsumiya
City Clerk

Steven Bender
Commission Chairperson

DRAFT

ACTION MEMORANDUM REGARDING ENTERPRISE FUND CAPITAL FUNDS

To: Whittier City Council

Through: Jim Hunt, City Manager

From: Kris Erchinger, Finance Director

Re: Resolution #21-2021

INTRODUCTION

The City of Whittier previously set aside funds in separate UBS investment accounts presumably to segregate funding for capital purposes from funding for operations. A review of City Council resolutions back to 2010 did not provide information as to how much of each UBS account was intended by the City Council to be used solely for capital purposes. However, to ensure the availability of funding for future repair and replacement of enterprise fund assets, it is suggested that at least a portion of these monies be set aside for capital purposes.

RECOMMENDED ACTION

In the interest of placing a higher priority on the need to repair and replace infrastructure assets that are at or near the end of their useful lives, as well as to make progress toward funding the next phase of the Harbor Replacement project and to meet our budget goals (Capital Replacement Fund Policy, Recurring Funding Source for Capital Policy, Enterprise Fund Depreciation Funds Policy, and the Depreciation Funding Policy), the administration recommends that a portion of funds previously set aside in UBS investment accounts -- and recently liquidated -- be transferred out of the enterprise funds and into major repair and replacement ("MRRF") funds for capital repair and replacement.

The Water/Sewer Fund has a total audited cash balance at 12/31/2020 of \$1,709,323. The administration recommends transferring \$1,031,327.54 of former UBS investments into a newly-established Water/Sewer MRRF, leaving the Water/Sewer Fund with an estimated cash balance of \$677,995. Given 2021 Budgeted expenses plus transfers-out of \$463,100, the remaining cash balance would be sufficient to cover 17.6 months of operations.

The Harbor Enterprise Fund has a total audited cash balance at 12/31/2020 of \$2,471,060. It is important to note however, that moorage revenues are largely received in December so cash balances tend to be highest at year-end with cash flow diminished each month as resources are used to cover annual operating costs. The administration recommends transferring \$750,000 of the former \$1,031,409.92 of UBS investments into the Harbor MRRF. Doing so will leave the Harbor Enterprise Fund with an estimated cash balance of \$1.7 million and the Harbor MRRF with an estimated cash balance of \$1.2 million. Given that the 2021 Budget anticipates annual Harbor expenses plus transfers-out of \$1.594 million (excluding non-cash depreciation), the remaining cash balance of \$1.7 million would be sufficient to cover between 6 and 12 months of operating costs, depending on the time of year.

**CITY OF WHITTIER, ALASKA
RESOLUTION #21-2021**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WHITTIER, ALASKA, ESTABLISHING A NEW
WATER/WASTEWATER MAJOR REPAIR AND REPLACEMENT FUND
AND ALLOCATING FORMER HARBOR AND WATER/WASTEWATER
UBS CAPITAL RESERVES SET ASIDE FOR CAPITAL PURPOSES TO
EACH FUND'S RESPECTIVE MAJOR REPAIR AND REPLACEMENT
FUND, AND APPROPRIATING FUNDS**

WHEREAS, the Whittier City Council previously set aside capital equipment/infrastructure reserves for the Harbor and the Water/Wastewater Funds in individual investment accounts with UBS to account for reserves intended to be used for capital purposes; and

WHEREAS, while it is common to establish assignments of Fund Balance in the General Fund to separate capital versus operating funds, a more common approach for Enterprise Funds is to transfer capital funds into separate Enterprise Fund-related Capital Funds so that capital inflows and outflows can be more easily tracked over time, and so that capital monies are segregated from operating monies; and

WHEREAS, the City has previously established Fund 73 – Harbor Expansion Fund to operate as the harbor's Major Repair and Replacement Fund "MRRF" and the City desires to do the same for the Water/Wastewater Enterprise Fund to set aside monies intended for capital purposes; and

WHEREAS, the UBS reserves previously associated with the Harbor and Water/Wastewater Funds will be transferred out of those Funds and into their respective MRRF Funds; and

WHEREAS, as with all other Funds of the City, no expenditures can be made utilizing these reserves or any other, without express appropriation passed by resolution of the Whittier City Council.

NOW, THEREFORE, BE IT RESOLVED by the Whittier City Council that:

Section 1. A new Fund 75 - Water/Wastewater Major Repair and Replacement Fund is hereby established for the purpose of segregating, recording and tracking capital costs related to the Water and Wastewater Enterprise Fund.

Section 2. Reserves previously held in individual UBS investment accounts are hereby transferred as follows: 1) \$1,031,327.54 from the Water/Wastewater Enterprise Fund account no. 50-800-9901 to Water/Wastewater MRRF account no. 75-390-0000; and 2) \$750,000 from the Harbor Enterprise Fund account no. 51-800-9901 to the Harbor MRRF account no. 73-390-4992.

Section 3. This resolution takes effect immediately upon adoption.

PASSED AND APPROVED by a duly constituted quorum of the Whittier City Council this 20th day of July, 2021.

ATTEST:

Naelene Matsumiya
City Clerk

Dave Dickason
Mayor

Ayes:

Nays:

Absent:

Abstain:

**CITY OF WHITTIER, ALASKA
RESOLUTION #22-2021**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, ACCEPTING FUNDS THROUGH THE AMERICAN RESCUE PLAN ACT OF 2021 (ARPA) FOR NON-ENTITLEMENT UNITS OF LOCAL GOVERNMENT AS DISTRIBUTED THROUGH THE STATE OF ALASKA, AND APPROPRIATING FUNDS

WHEREAS, the U.S. Department of the Treasury is preparing to distribute ARPA funding to the States for distribution to “non-entitlement units of local governments”; and

WHEREAS, the City of Whittier is eligible to receive funds through the NEU program and is required to pass a resolution accepting these federal funds and verifying its intent to comply with all grant award terms and conditions; and

WHEREAS, the City’s expected share of funds through this program is less than \$50,000 and will be utilized in accordance with eligible grant criteria, including pandemic-related impacts such as revenue replacement.

NOW, THEREFORE, BE IT RESOLVED; the City Council authorizes the City Manager to execute all grant-related documents necessary to accept grant funding distributed through the State of Alaska for the American Rescue Plan Act of 2021, and hereby accepts such grant funds to Federal Grant Fund revenue account no. 21-330-4012, appropriates funds in the amount designated as the grant award (to be determined upon passage of State of Alaska FY2022 Budget), and appropriates the grant funds to account 21-900-9900 for qualified grant-related expenditures, including revenue replacement.

PASSED AND APPROVED by a duly constituted quorum of the Whittier City Council on this 20th day of July, 2021.

ATTEST:

Naelene Matsumiya
City Clerk

Dave Dickason
Mayor

Ayes:
Nays:
Absent:
Abstain:

**CITY OF WHITTIER, ALASKA
RESOLUTION #23-2021**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WHITTIER RESCINDING RESOLUTION #25-2020 CHANGING THE
ELECTION POLLING PLACE FROM THE HOMEOWNERS LOUNGE
AT THE BEGICH TOWERS TO THE CITY COUNCIL CHAMBERS OF
THE PUBLIC SAFETY BUILDING**

WHEREAS, on October 13, 2020 the City of Whittier City Council adopted Resolution #25-2020 which directed the City Clerk to hold future Whittier General Elections in the City Council Chambers of the Public Safety Building; and

WHEREAS, the Division of Elections has continued to keep the Homeowners Lounge at the Begich Towers (BTI) as its primary precinct and polling place within Whittier; and

WHEREAS, every year, the City's General election and the State's Regional Educational Attendance Area (REAA) election are both held on the first Tuesday of October; and

WHEREAS, the City Administration has determined that it is best to hold the Whittier General Election at the Homeowners Lounge to encourage a more positive voter turnout; and

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

Resolution #25-2021 is hereby rescinded effective immediately and the City of Whittier's General Election is to be held in the Homeowners Lounge of the BTI. The City Clerk is to fulfill responsibilities to promote positive voter turnout in the City of Whittier.

PASSED AND APPROVED THIS 20th DAY OF JULY, 2021.

ATTEST:

Naelene Matsumiya
CITY CLERK

Dave Dickason
MAYOR

Ayes:
Nays:
Absent:
Abstain:

Whittier Polling Place

McColley, Amanda J (GOV) <amanda.mccolley@alaska.gov>

Fri 5/28/2021 10:56 AM

To: Naelene Matsumiya <cityclerk@whittieralaska.gov>

Hi Naelene,

According to AS 15.10.020, "The director shall have the exclusive power to modify the boundary of a precinct and to establish or abolish a precinct and polling place in the state by regulations adopted under AS 44.62". It is also important to note that the State of Alaska sets the polling places for all elections. When setting a polling place, we look at several things to set an ideal polling place such as safety, handicap accessibility as well as the ability to handle population growth if and when that happens. The Begich Towers seem to meet all of this in terms of safety and ADA requirements. Our records also show that 75% of registered voters in the Whittier precinct reside in the Begich Towers. Begich Towers has been used for many years and provides consistency which then provides confidence to voters when it comes to voting on any level whether it be national, state or local.

At this time, the Division of Elections does not see a compelling reason to modify the current polling place.

Please let me know if you have any further questions or concerns or if you need anything else regarding this matter, happy to help out the best I can.

Amanda McColley
Regional Assistant Supervisor
(907) 451-2835

WHITTIER PORT AND HARBOR COMMISSION
DECLARATION OF INTEREST

Name: Nick Olzenak Date: 7/12/21

Address: PO. Box 604

City: Whittier State: AK Zip: 99693

Cell Phone: 907-230-8969 Work Phone: 907-230-8969

Seat you are interested in filling: Whittier Port and Harbor Commission

Are you a resident in Whittier? Part time, year round

If NO, where is your primary residence? Chugiak

Are you registered to vote in the state of Alaska? Yes

Summarize your boating and harbor experiences: See attachment

Explain why you are interested in serving on the Port and Harbor Commission: _____

See attachment


Signature

Nick Olzenak

Whittier Port and Harbor Commission Declaration of interest

Summarize your boating and harbor experiences:

I have been utilizing the Whittier Harbor and Cliffside Marina for personal and business use for over 10 years in various capacities. Currently I have preferential moorage in the city harbor after a lengthy wait on the coveted wait list. We run a small business in the Harbor District and rely on harbor traffic for our retail sales. We utilize the harbor daily in the summer months and weekly in the winter months supporting our business as well as recreational boating ourselves. We use all the services, from fuel dock, to travel lift as well as the hoist on the city dock as our small business requires us to harvest sea water from Prince William Sound.

I have launched and retrieved hundreds of sport fishing boats for work for over ten years, becoming familiar with the challenges associated with launching, retrieving, parking etc. in Whittier. I have worked with many of the Harbor Masters and City Managers throughout the years providing feedback and advice always striving to help improve.

I have held boat demo events and recreational sport fishing tournaments (Kingfisher Regatta) many times in Whittier as well and we just launched another scheduled for August.

Explain why you are interested in serving on the Port and Harbor Commission:

I have always tried to bring insight and experience to the City of Whittier and have hopes of Whittier continuing to mature and grow as a community. I intend to keep a boat in a slip in Whittier for the foreseeable future, use the local resources and hope my kids can find ways to contribute to the community as they grow. Our business is growing, and we use the local infrastructure recreationally and professionally on a daily basis. I want to work with the community, local and transient user groups and others to be sure Whittier is the best positioned to serve its visitors and take advantage of any opportunities for Whittier to grow or benefit.

DECLARATION OF INTEREST
WHITTIER PLANNING COMMISSION

Name: Stephanie Carlson Date: 7/13/2021

Address: PO Box 783

City: Whittier State: Alaska Zip: 99693

Cell Phone: 907-299-6936 Work Phone: Email: CarlsonStephanie
@hotmail.com

Seat you are interested in filling: C

Have you been a resident of Whittier for at least six months? Yes, moved here
3/2012

Are you a qualified voter in the City of Whittier? Yes

Summarize your planning and zoning experiences. While working for
the Dept of transportation I was responsible for maintaining
property permits. My current position with Chugach
School district I am responsible for maintaining district
property.

Explain why you are interested in serving on the Planning and Zoning Commission.

I am interested in learning more about the planning
and Zoning process, I have a great interest in
executing the city's vision per the comprehensive plan

Signature: Steph Carlson