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, MAY 21, 2019
AT 7:00 PM
COUNCIL CHAMBERS
3rd fl. PUBLIC SAFETY BUILDING

AGENDA

1. **CALL TO ORDER**

2. **OPENING CEREMONY**

3. **ROLL CALL**
   A. Council Members Present
   B. Administration Present

4. **APPROVAL OF MINUTES**
   A. April 16, 2019 Regular Meeting Minutes
   B. April 25, 2019 Special Meeting Minutes
   C. April 30, 2019 Special Meeting Minutes
   D. May 16, 2019 Special Meeting Minutes

5. **APPROVAL OF REGULAR MEETING AGENDA**

6. **MAYOR'S REPORT**
   A. Mayor Report – Daniel Blair
   B. Vice Mayor Report – Peter Denmark

7. **MANAGER'S REPORT**
   A. City Manager and Director Reports – Jim Hunt

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

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

10. **APPROVAL OF THE CONSENT AGENDA**

11. **PUBLIC HEARINGS (NON-ORDINANCE)**

12. **PRESENTATIONS**
    Fire Apparatus – Brian Hicks, Fire Chief

13. ORDINANCE

None

14. RESOLUTIONS

A. Res. #18-2019 – A Resolution of the City Council of the City of Whittier, Alaska, Stating the Rate of Levy, Date of Equalization and Date When Taxes Become Delinquent for the 2019 Tax Roll.

B. Res. #19-2019 – A Resolution of the City Council of the City of Whittier, Alaska, Approving the Amended and Restated City Manager Employment Agreement.

C. Res. #20-2019 – A Resolution of the City Council of the City of Whittier, Alaska, Authorizing the City Manager to Sell the Surplus Municipal Real Property Known as the P-12 Building to Whittier Seafood.

D. Res. #21-2019 – A Resolution of the City Council of the City of Whittier, Alaska Consenting to the Assignment of the Lease Agreement for Lot 1, Within Area A of the Whittier Triangle Business Area from Donald C. and Margaret T. Varlamos D/B/A Varly's Ice Cream and Pizza Parlor to Whittier Lodging, LLC, and Authorizing the City Manager to Execute Consent Documents.

15. EXECUTIVE SESSION

A. P-12 Building– Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the corporation; AS 42.40.170 (1)

16. UNFINISHED BUSINESS

A. Harbor Phase 3 Construction

17. NEW BUSINESS

18. COUNCIL DISCUSSION

19. CITIZEN'S DISCUSSION

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

21. ADJOURNMENT

SHORT TERM GOALS

~~1. City Manager Contract~~
~~2. Prepare Initial Budget~~
~~3. Marketing Possibilities for P-12 Building~~
~~4. "State of the City" Presentation by CM~~
~~5. 2017 Audit report~~

MEDIUM TERM GOALS

~~1. Admin Policy Outline (draft)~~
~~2. Future Land Use Development Plan~~
·Done as part of the comprehensive plan
3. Final Budget (True up)
·Waiting for Audit to Complete for Final Accounting
~~4. Delong Dock Enterprise Fund (Creation)~~
5. Girdwood Police Contract (Proposal)
·Contract awaiting signatures

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WHITTIER CITY COUNCIL
REGULAR MEETING
TUESDAY APRIL 16, 2019
7:00 PM
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING

MINUTES

1. **CALL TO ORDER**
   Mayor Daniel Blair called the meeting to order at 7:00 p.m.

2. **OPENING CEREMONY**
   Mayor Daniel Blair led the Pledge of Allegiance.

3. **ROLL CALL**
   A. **Council members present and establishing a quorum:** Victor Shen, David Pinquoch, Peter Denmark, Dave Dickason, Monty Irvin, Debra Hicks, and Daniel Blair.

   B. **Administration Present:**
   Jim Hunt, City Manager
   Naelene Matsumiya, City Clerk
   Sarah Espelin, Finance Director
   Andre Achee, Acting Police Chief
   Scott Korbe, Director of Public Works
   Dyanna Pratt, Director of Administration
   Katie Velasco, Office Assistant

Others Present: Lindsey Erk, Greg Clifford, Brian Hicks, Cathy McCord, Don Stevens, David Goldstein, and Derick Anyosa

4. **APPROVAL OF MINUTES**
   March 19, 2019, Regular Meeting Minutes, and April 2, 2019, Special Meeting Minutes
   MOTION: Dave Dickason made a motion to approve the minutes as is.
   SECOND: David Pinquoch
   DISCUSSION: None
   VOTE: Motion passed unanimously

5. **APPROVAL OF THE REGULAR MEETING AGENDA**

MOTION: Dave Dickason made a motion to approve the April 16, 2019 Regular Meeting Agenda with amendments.
SECOND: Victor Shen
DISCUSSION: Remove Executive Session Item B and New Business Items B, C, and D.
VOTE: Motion to adopt the amended agenda passed unanimously.

6. MAYOR'S REPORT

A. Mayor Report

Dan Blair briefly reported on his first Washington D.C. delegation as Mayor of Whittier.

B. Vice Mayor Report

Peter Denmark stated that the weather in Whittier was nice while Dan, Jim, and Annie were in D. C.

7. MANAGER'S REPORT

A. City Manager's Report- Jim Hunt

Jim introduced Andre Achee, the new Public Safety Director, to the Council and spoke a little about his trip to D. C. Council asked questions on the following items: Ambulance Chassis, Garbage fees, Fire and EMS funding, volunteers for Fire and EMS.

B. Directors Report Through the City Manager

Sarah Espelin answered questions from the Dias regarding the City's financials. Topics that were discussed: Parks and Recreation's budget, City's reserve funds, UBS savings, and if CVP funds have been received.

8. COMMISSION/COMMITTEE REPORTS

A. Planning Commission

Nothing new to report

B. Port & Harbor Commission

Greg Clifford reported on the Resolution to revert the Port and Harbor Commission to meet rather than quarterly. He stated that the Policy and Procedures for the incoming Safeboat is in the works.

C. Parks & Recreation Committee

Dave Dickason stated that he and Victor Shen will be attending a Training for trails.

D. Whittier Community School

Lindsey Erk reported that the school is working on a snow/water removal science project for the children. She hopes to teach the children what it takes to remove snow around the community. She reported on CPR training for staff and that Parent Teacher Conference is next week. She thanked Annie for her contribution to the Student Council. Lindsey spoke briefly about the school's updated rally point in case of an emergency (Homeowner's Lounge, 15th floor, BTI) and Whittier Cleanup Day on May 2.

E. Prince William Sound Aquaculture Corp.

Don Stevens spoke about the Manager and the budget increase. Said PWSAC s working in the sound. No finalization of stray rates.

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
Liquor License: Transfer of Ownership of Swiftwater Seafood Café to Whittier Lodging, LLC – License #2502

MOTION: Peter Denmark made a motion to approve the Consent Agenda.
SECOND: Dave Dickason
DISCUSSION: None
VOTE: Motion passed Unanimously

11. PUBLIC HEARINGS (NON-ORDINANCE)
None

12. PRESENTATIONS
None

13. ORDINANCES (1st Reading)
None

14. PUBLIC HEARING (2nd reading)
None

15. RESOLUTIONS
None

16. EXECUTIVE SESSION

MOTION: Dave Dickason made a motion to enter into Executive Session to discuss the following topics.
SECOND: Victor Shen
DISCUSSION: None
VOTE: Motion to enter into Executive Session passed unanimously.

Council entered into Executive Session at 8:16 pm to discuss the following:

A. Comprehensive Plan Proposal - Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity; AS 44.62.310 (1)

~~**B. Review of All City of Whittier Employee Payments made by Electronic Bank Draft by City Council Members – Matters, pertaining to personnel; AS 42.40.170 (2)**~~

C. City Manager Job Performance Review -- Unless the person has requested to have the subjects discussed in public, subjects that tend to prejudice the reputation and character of a person; AS 42.40.170 (2)

D. Girdwood Police Contract – Matters, the immediate knowledge of would clearly have an adverse effect upon the finances of the corporation; AS 42.40.170 (1)

MOTION: Dave Dickason made a motion to exit out of Executive Session and resume the Regular meeting.
SECOND: Victor Shen
DISCUSSION: None
VOTE: Motion to come out of Executive Session passed unanimously.

Council exited out of Executive Session and resumed the Regular Meeting at 10:10 pm.

17. UNFINISHED BUSINESS

A. Harbor Phase 3 Construction

Item was not discussed

18. NEW BUSINESS

A. Market all of City of Whittier Owned BTI Condos

Council discussed the options at length. Jim stated that the Administration is currently working on obtaining an appraisal and inspection. Is seeking Council direction once results are sent back to the City.

~~**B. Financial Compensation to EMS and Fire Volunteers**~~

~~**C. Funding to Purchase New Truck Chassis of Ambulance with 17 Year Old Truck**~~

~~**D. Funding to Hire Consultant to Implement Ambulance Billing**~~

19. COUNCIL DISCUSSION

Council Discussed the following:
Bear Awareness/Issues
Language amendment to the WMC (pertaining to weapons permissible for hunting)
Decision on Delong Dock

20. CITIZEN'S DISCUSSION

None

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

None

22. ADJOURNMENT

Council adjourned the meeting at 10:20

ATTEST:

Naelene Matsumiya
City Clerk

Daniel Blair
Mayor

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WHITTIER CITY COUNCIL
SPECIAL MEETING
TUESDAY, APRIL 25, 2019
12:00 PM
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING

MINUTES

1. CALL TO ORDER
Mayor Daniel Blair called the meeting to order at 12:00 p.m.

2. OPENING CEREMONY
Mayor Daniel Blair led the Pledge of Allegiance.

3. ROLL CALL
A. Council members present and establishing a quorum: Peter Denmark, Monty Irvin, Dave Dickason, Dave Pinquoch, Victor Shen, and Daniel Blair.

B. Administration Present:
Jim Hunt, Interim City Manager
Kyle Sinclair, Harbormaster
Naelene Matsumiya, City Clerk
Scott Korbe, Director of Public Works

Others Present:

4. APPROVAL OF THE REGULAR MEETING AGENDA
MOTION: David Dickason made a motion to approve the Special Meeting Agenda
SECOND: Monty Irvin
DISCUSSION: None
VOTE: Motion passed unanimously

5. RESOLUTIONS
A. RES. #17-2019 – a Resolution of the City Council of the City of Whittier, Alaska, authorizing the City Manager to make a payment of $20,000 to the U. A. Army Corps of Engineers to close out of the $40,000 feasibility study of which Whittier will pay half

MOTION: Dave Dickason made a motion to adopt Res. #17-2019
SECOND: Monty Irvin
DISCUSSION: Council discussed the clauses in the resolution that was presented. Questions of what where and what budget the money will come out of. Conversation about previous meetings with the

U. S. Army Corps of Engineers were mentioned and the closing out of the study that will lead to the finalizing in a report. David Pinquoch asked if the money will be coming out of the general fund. Council discussed the source of the funding for some time. Council concluded that the money should come out of the general fund and the CPV fun. Council agreed to adopt the resolution with the amended language to reflect the source of the funding: $10,000 from the General Fund and $10,000 from CPV. The maker of the motion approved the amendments.
VOTE: Motion to adopt Res. #17-2019 with the language amendments passed unanimously

6. EXECUTIVE SESSION

A. P-12 Building – Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the corporation; AS 42.40.170 (1)

MOTION: Monty Irvin made a motion to enter into Executive Session at 12: 32 pm
SECOND: Dave Dickason
DISCUSSION: None
VOTE: Motion to enter into Executive Session passed unanimously.

Council entered into Executive Session at 12:32

MOTION: Monty Irvin made a motion to come out of Executive Session and resume the Special Meeting.
SECOND: Dave Dickason
DISCUSSION: None
VOTE: Motion to come out of Executive Session passed unanimously

Council exited Executive Session and resumed the Special Meeting at 12:59 pm

7. NEW BUSINESS

None

8. COUNCIL DISCUSSION

None

9. CITIZEN'S DISCUSSION

None

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

None

11. ADJOURNMENT

All were in favor of adjourning the meeting at 1:00 p.m.

ATTEST:

Naelene Matsumiya
City Clerk

Daniel Blair
Mayor

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WHITTIER CITY COUNCIL
SPECIAL MEETING
TUESDAY, APRIL 30, 2019
6:00 PM
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING

MINUTES

1. CALL TO ORDER
Mayor Daniel Blair called the meeting to order at 6:00 p.m.

2. OPENING CEREMONY
Mayor Daniel Blair led the Pledge of Allegiance.

3. ROLL CALL
A. Council members present and establishing a quorum: Peter Denmark, Monty Irvin, Dave Dickason, Dave Pinquoch, Victor Shen, and Daniel Blair.

B. Administration Present:
Jim Hunt, City Manager
Kyle Sinclair, Harbormaster
Naelene Matsumiya, City Clerk
Scott Korbe, Director of Public Works

Others Present:

4. APPROVAL OF THE REGULAR MEETING AGENDA
MOTION: David Dickason made a motion to approve the Special Meeting Agenda
SECOND: David Pinquoch
DISCUSSION: None
VOTE: Motion passed unanimously

5. RESOLUTIONS
None

6. EXECUTIVE SESSION
A. P-12 Building – Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the corporation; AS 42.40.170 (1)

MOTION: Dave Dickason made a motion to enter into Executive Session at 6:03 pm
SECOND: David Pinquoch

DISCUSSION: None
VOTE: Motion to enter into Executive Session passed unanimously.

Council entered into Executive Session at 6:03 pm.

MOTION: Dave Dickason made a motion to come out of Executive Session and resume the Special Meeting.
SECOND: David Pinquoch
DISCUSSION: None
VOTE: Motion to come out of Executive Session passed unanimously

Council exited Executive Session and resumed the Special Meeting at 6:31 pm

7. NEW BUSINESS
None

8. COUNCIL DISCUSSION
Peter Denmark reminded the Council about the Prince William Sound History Symposium. He asked if anyone at the Dias would be interested in volunteering as a sponsor for the City of Whittier. Dan Blair volunteered.

Jim commented that the Shotgun Cove Road project is gaining some momentum.

9. CITIZEN'S DISCUSSION
None

10. COUNCIL AND ADMINISTRATION'S RESPONSE TO CITIZEN'S COMMENTS
None

11. ADJOURNMENT
All were in favor of adjourning the meeting at 6:37 p.m.

ATTEST:

Naelene Matsumiya
City Clerk

Daniel Blair
Mayor

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
SPECIAL MEETING
TUESDAY, MAY 16, 2019
12:00 PM
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING

MINUTES

1. CALL TO ORDER
Mayor Daniel Blair called the meeting to order at 12:00 p.m.

2. OPENING CEREMONY
Mayor Daniel Blair led the Pledge of Allegiance.

3. ROLL CALL
A. Council members present and establishing a quorum: Peter Denmark, Monty Irvin, Dave Dickason, Victor Shen, and Daniel Blair.

B. Administration Present:
Jim Hunt, City Manager
Annie Reeves, Assistant City Manager
Naelene Matsumiya, City Clerk

Others Present:

4. APPROVAL OF THE REGULAR MEETING AGENDA
MOTION: David Dickason made a motion to approve the Special Meeting Agenda
SECOND: Peter Denmark
DISCUSSION: None
VOTE: Motion passed unanimously

5. RESOLUTIONS
None

6. EXECUTIVE SESSION
A. P-12 Building – Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the corporation; AS 42.40.170 (1)

B. Former City of Whittier Administration Offices - Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the corporation; AS 42.40.170 (1)

MOTION: Dave Dickason made a motion to enter into Executive Session at 12:16pm
SECOND: Monty Irvin
DISCUSSION: None
VOTE: Motion to enter into Executive Session passed unanimously.

Council entered into Executive Session at 12:16 pm.

MOTION: Dave Dickason made a motion to come out of Executive Session and resume the Special Meeting.
SECOND: 1:12
DISCUSSION: None
VOTE: Motion to come out of Executive Session passed unanimously

(Clerk's note: Victor Shen left the meeting at 1:02)

Council exited Executive Session and resumed the Special Meeting at 1:12 pm

Council made a unanimous consensus to lease the former City Administration Offices to Seaman's Mission through the end of September and to cover the dues but also allow to cover the expenses so it does not exceed the dues to be owed.

7. NEW BUSINESS
None

8. COUNCIL DISCUSSION
None

9. CITIZEN'S DISCUSSION
None

10. COUNCIL AND ADMINISTRATION'S RESPONSE TO CITIZEN'S COMMENTS
None

11. ADJOURNMENT
All were in favor of adjourning the meeting at 1:23 p.m.

ATTEST:

Naelene Matsumiya
City Clerk

Daniel Blair
Mayor

1. Ensured that Dr. Hudson who handles Fire/EMS medical oversight has continued medical coverage insurance for the work that he does for the City.

2. As part of growing collaborative relationships, visited with members of the Army Corps of Engineers who are handling the tank farm property transfer.

3. Prepared for, and attended, the May Planning and Zoning meeting to finalize the WSU/Campground survey/plat.

4. Ongoing work and coordination for the comprehensive plan: participated in the council work session; helped coordinate the community meeting for May 15th.

5. Continued research on various options for acquiring the needed city servers – working out best way to proceed.

6. Working with ACS to find an A/V provider who can redo the PSB third-floor A/V.

7. Wrote and sent updated letter of endorsement to the Army Corps of Engineers for the head of the bay project.

8. Met with Edgar Smith with Eastern Aleutian Tribes to discuss parameters for an MOU between the clinic and the City. Currently drafting the agreement.

9. Negotiated terms for, and wrote, a new agreement between the City and KCHU. The agreement is now in place.

10. Finalizing several lease assignments; executing new leases; checking for lease compliance.

11. Helping the Harbormaster identify and address ways to better share information with visitors (better signage/campground updates) as well as identify and execute harbor beautification/compliance/fixes for infrastructure.

12. Eastern Kenai Peninsula Highway Safety Area Board Meeting

13. The Alaska Department of Environmental Conservation has determined the Small Boat Harbor Dredge Stockpile does not "pose an unacceptable risk to public health or the environment and no further remedial action will be required unless new information becomes available that indicates residual contaminants may pose an unacceptable risk."
    We will be following up with the DEC as to what options are available to us.

14. The Whittier Manor / RR Land Bill is now back in the House in Juneau and appears ready for passage.

15. Completed and Submitted FY 2020 CAP application.

Assistant Manager

From: Assistant Manager
Sent: Friday, May 10, 2019 2:44 PM
To: Naelene Matsumiya
Subject: May ACM Report

Here is my report:

1. Ensured that Dr. Hudson who handles Fire/EMS medical oversight has continued medical coverage insurance for the work that he does for the City.
2. As part of growing collaborative relationships, visited with members of the Army Corps of Engineers who are handling the tank farm property transfer.
3. Prepared for, and attended, the May Planning and Zoning meeting to finalize the WSU/Campground survey/plat.
4. Ongoing work and coordination for the comprehensive plan: participated in the council work session; helped coordinate the community meeting for May 15th.
5. Continued research on various options for acquiring the needed city servers – working out best way to proceed.
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7. Wrote and sent updated letter of endorsement to the Army Corps of Engineers for the head of the bay project.
8. Met with Edgar Smith with Eastern Aleutian Tribes to discuss parameters for an MOU between the clinic and the City. Currently drafting the agreement.
9. Negotiated terms for, and wrote, a new agreement between the City and KCHU. The agreement is now in place.
10. Finalizing several lease assignments; executing new leases; checking for lease compliance.
11. Helping the Harbormaster identify and address ways to better share information with visitors (better signage/campground updates) as well as identify and execute harbor beautification/compliance/fixes for infrastructure.

Annie Reeves
Assistant City Manager
Whittier, Alaska
(907) 472-2327

CITY OF WHITTIER HARBOR

P.O. Box 639 Whittier, Alaska 99693
907-472-2327, ext 6; Fax 907-472-2472
E-Mail: harbormaster@whittieralaska.gov

May 9, 2019

From: Harbormaster
To: City Manager

Subj: Monthly Harbor Report

Administration:

- Billing and maintaining records for DeLong Dock, Ocean Dock and Harbor operations and usage
- Preparing to get the RBS Safe Boat from Valdez to Whittier estimated arrival 19th of May
- Working with companies in preparation for fishing season on the usage of the DeLong Dock and Ocean Dock.
- Ordered Kiosk for Smitty's Cove and Head of the Bay Campground.

Harbor:

- Day to day operational support of boat harbor
- Preparing for Summer season
- Preparation for new boat arrival.
- Preparing for deck replacement of City Dock.
- Sinage and arrangement of Head of the Bay Campground

Meetings attended:

Chamber of Commerce meeting
City Council special meeting

Copy to:
File

Memorandum

To: Jim Hunt - City Manager

From: Scott Korbe

Subject: Monthly Public Works Report

Date: May 8, 2019

During the past month the Publics Works Department has been focused on the following:

Equipment:

- Snow tire switch out (PW, WWW, WPS & Harbor)
- Chain Maintence all equipment

Sanitary Sewer

- Spring service and maintence
- Diagnose Lift station 5 electrical Issue
- Pumped out seasonal restrooms and opened for service

Water

- Installed 25ea seasonal water service
- Installed 1ea new service connection

Roads

- Participated in Whittier Clean up (80 Cy of trash removeds)
- Grade the Salmon Run 2 ea
- Remove all seasonal snow markers
- Install summer signs

Harbor Tasks:

- Relocated Water Service – Delong Dock – Harbor request

Construction Projects

- SCR Phase 5 (Second Salmon)
  - 5-10-19 Pruhs on site in preparation for remobilization
  - 5-27-19 Pruhs remobilization
  - 6-28-19 Substantial Completion
  - 7-19-19 Final completion demobilization
- Rail Road Monument –
  - 5-27-19 Remobilize –
    - Install Railing
    - Touch up landscaping & Final Clean
  - 6-7-19 Final acceptance
- SCR Second Salmon Run to Trinity Point
  - Ongoing
    - Permitting
      - Army Corp
      - USFW
      - Nepa
      - EIS
      - Cultural
    - Design
      - Survey
      - Wetland Validation
      - Geotechnical Engineering
      - Design
    - USFS Trinity Point
      - End of road planning and parking lot
- WSF – Bunkhouse Billings Street
  - Permit & Inspect Water & Sewer

Notes from the PW Director This month I have focused my attention on the following areas:

- SCR 2nd Salmon to Trinity
  - Flap Grant 2019 – Submitted a 2.5 mill construction grant
- SCR 2nd Salmon to trinity
  - Flap Grant 2018 – Project managed the permitting and Design
  - USFS – Partnering with them to end the road on USFS property.
- Railroad Station Monument
  - Wrapping up construction and grant (Finalization June 2019
- SCR Phase 5 to 2nd salmon run
  - Wrapping up construction on grant (Finalization July 2019)
- PSB -Emergency Generator
  - We are waiting on the Fire Marshal permit
  - 5-17-19 Generator delivered to Whittier
  - 5-27-19 Start onsite work
  - 7-5-19 Final completion and commissioning
- ARRC Rail Road Crossing
  - Complete rebuild of crossing Mid July 2019

- Participated in the following meetings
  - Kuna – SCR Phase 5 – Project
  - CRW – USFS – Trinity Point
  - CRW – Flap – Permitting & Design
  - CRW – Storm Sewer – Rebuilding / Master Plan - ROM
  - ARRC – Rail Road Crossing Design and Construction
  - Army Corp – HOB Land Swab
  - BMI onsite planning meeting
  - Regular Council Meeting
  - Planning & Zoning – Passage Canal Plat
  -

THE CITY OF WHITTIER

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P.O. Box 608 • Whittier, Alaska 99693 • (907) 336-1450 • Fax (907) 472-2404

To: City Council

Thru: Jim Hunt, City Manager

From: Sarah D. Espelin, Contractor SDE

Date: May 16, 2019

Subject: Finance Report & Update

You will find attached a financial report with summarized information for the General Fund and the two Enterprise Funds. The detailed Caselle report that shows the Fiscal Year 2019 Budget compared with year-to-date revenues and expenditures as of April 30, 2019 is also included for those funds.

Key Financial Information & Overview of FY19

We filed all grant reports that were due by April 30, 2019 in a timely fashion. We have submitted the FY20 Community Assistance Program application timely which will provide approximately $78,000 in revenue in FY20.

As we are only through the first quarter of the fiscal year, there is little to report on at this time for FY19. Although the Caselle report shows very little revenue thus far in the fiscal year, we did receive $871,855 in CVP restricted revenue in March which is reflected in the attached report.

The narrative page shows a lot of the same comments from last month, regarding things that I need to "fix". Our auditors, Altman Rogers are on site the week of 5/20, as am I, and once the FY18 audit is behind us I will focus more on FY19, and hope to have these matters addressed before the next Council meeting.

I am also aware that the Council is very concerned about the investment reserves and hope to address those concerns, to the best that I am able, after the FY18 audit is behind us. Please see the attached financials and I am happy to answer any questions that you may have.

I am available for the City during regular working hours Monday thru Friday, and you can feel free to contact me with any questions or concerns at finance@whittieralaska.gov or cpa@espelinllc.com or call me at 907-240-4057.

City of Whittier

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Cruise Ship Tax Rev/Exp-Caselle Report (pgs 9-10)	Caselle
WWS Rev/Exp-Caselle Report (pgs 11-12)	Caselle
Harbor Rev/Exp-Caselle Report (pgs 13-16)	Caselle
DeLong Dock Rev/Exp-Caselle Report (pgs 13-16)	Caselle

City of Whittier
Balance Sheet
April, 2019

	Gov't Fund	Enterprise Funds	
	General Fund	Water & Sewer	Boat Harbor
Assets			
Cash	2,063,159	529,231	1,636,103
Investments	560,240	972,929	973,006
Accounts Receivable	232,267	24,090	970,533
Prepaid Expenses	-	15,239	80,704
Net Property, plant and equipment	102,142	7,475,896	16,668,048
Total Assets	2,957,808	9,017,385	20,328,394
Current Liabilities			
Accounts Payable	91,936	6,787	14,523
Payroll related liabilities	25,959	11,002	18,136
Deferred revenue	112,658	-	6,449
Due to other funds			
Total Current Liabilities	230,553	17,789	39,108
Long-term liabilities			
Bond Premium	N/A	-	176,860
Long-term debt due in more than one year	N/A	-	1,940,000
Total long-term liabilities	-	-	2,116,860
Total liabilities	230,553	17,789	2,155,968
Fund Balance			
Nonspendable-Prepaid items	-	15,239	80,704
Net investment in capital assets	N/A	7,475,896	16,668,048
Undesignated/Unreserved	2,727,255	1,523,700	1,504,378
Total Fund Balance	2,727,255	8,999,596	18,172,426
Total Liabilities and Fund Balance	2,957,808	9,017,385	20,328,394

City of Whittier

Cash and Investment Report

April, 2019

Institution	General Fund Accounts	Face Value of Investment
FNBA	Main GF Checking	$ 2,063,159
UBS	Investment City Reserve	$ 307,629
UBS	Investment Parks	$ 41,133
UBS	Exxon Settlement	$ 79,467
UBS	Equipment Replacment PW	$ 132,011
Total General Fund Cash & Investment		**$ 2,623,399**

Institution	Cruise Passenger Vessel Fund Accounts	Fair Market Value of Investment
UBS	Investment CPV	$ 336,441
Total CPV Fund Cash & Investments		**$ 336,441**

Institution	Water/Waste Water Accounts	Fair Market Value of Investment
FNBA	Main checking	$ 529,231
UBS	Investment Water/Wastewater	$ 972,929
Total WW/WWS Fund Cash & Investments		**$ 1,502,160**

Institution	Boat Harbor Accounts	Fair Market Value of Investment
FNBA	Main checking	$ 1,636,103
UBS	Investment Harbor Reserve	$ 973,006
Total Harbor Fund Cash & Investments		**$ 2,609,109**

Total Borough Cash and Investments	**$ 7,071,109**

City of Whittier

General Fund Revenue and Expenditure Totals

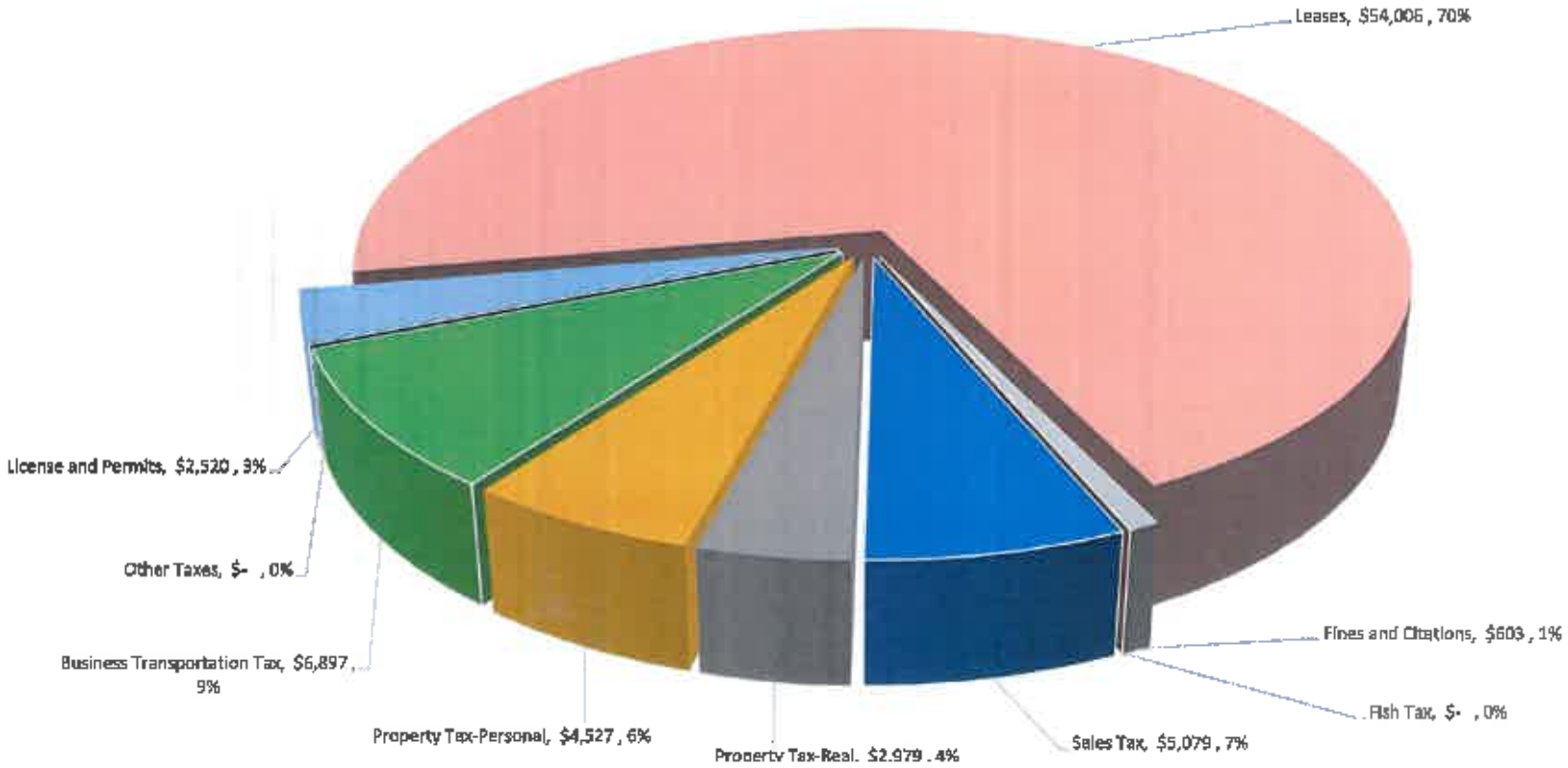
April, 2019

Revenue	**312,630**
Expenditures	
Admin	354,143
Council	17,732
Elections	-
Public Safety	438,907
Fire	4,911
EMS	6,010
Clinic	5,490
Public Works	110,701
Property and Facilities	6,944
Parks and Recreation	986
TOTAL Expenditures	**945,824**
Revenues less Expenditures	**(633,194)**

City of Whittier

General Fund Year-to-date Revenues

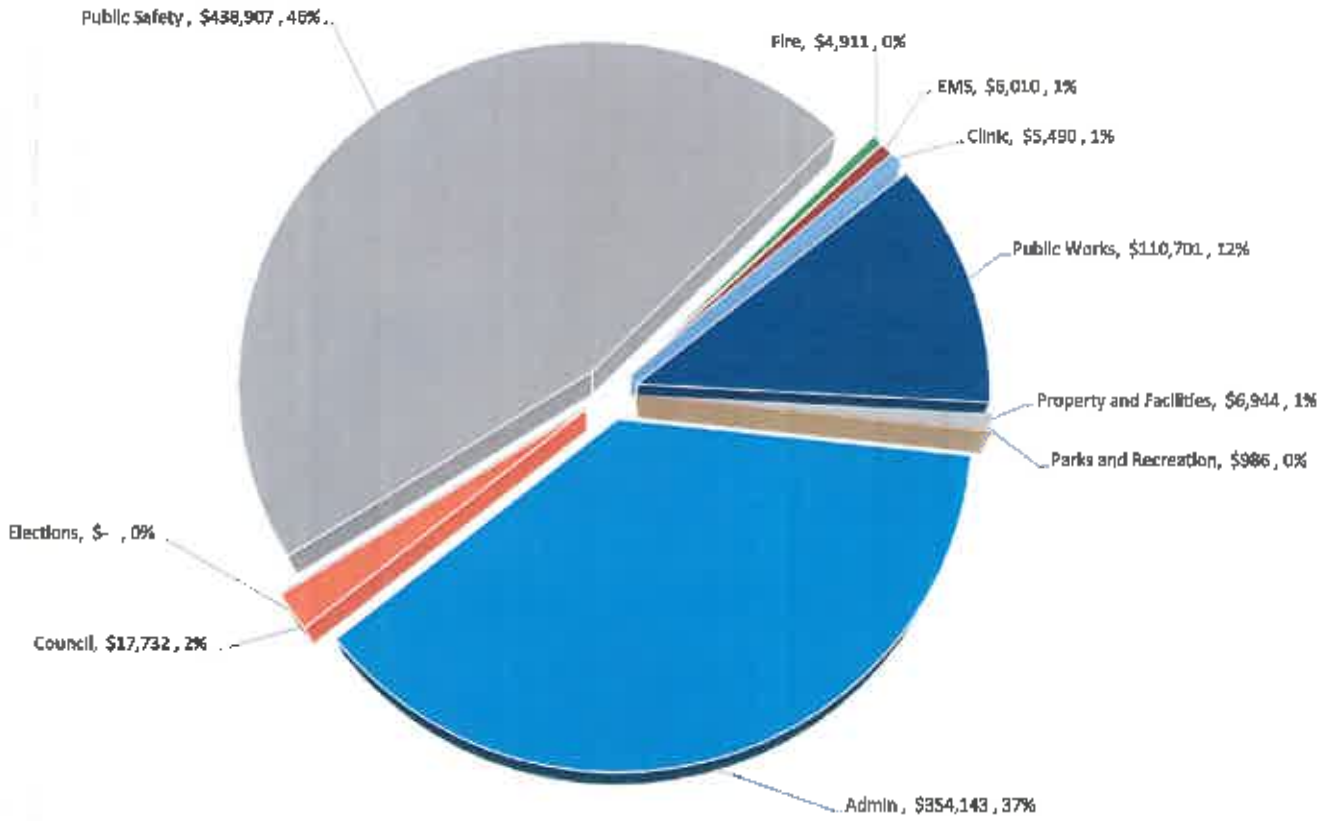
April, 2019



City of Whittier

General Fund Year-to-date Expenditures

April, 2019



City of Whittier
General Fund Revenue & Expenditures Narrative Report
April, 2019

As of the end of April 2019, the fiscal year was 33% complete.

We are providing explanation for the items highlighted on the accompanying Revenue/Expense report that appear to be in significant variance within the budget.

Account Name	
All General Fund Revenues	
Revenues	It is important to note that it is only two months into the year and not much revenue has yet been recorded.

General Fund Expenditures

Account Name	
01-400 Admin	A huge portion of the PERS calc is somehow incorrectly going to Admin. Need to fix this. The outside contractors is higher than budgeted due to Sun Dog Media at $8,500 and about $3,750 to Caselle which needs to be reclassed to Accounting assistance.
01-401 Council	Nothing significant to note.
01-420 Elections	Nothing significant to note.

01-510 Public Safety	Almost $5,000 in repairs to communication equipment, had no budget, we will look at this closer to see if it should be a different line item w/a budget, or if it belongs here and we need to transfer budget to cover it.
01-520 Fire	Fire and EMS seem to be allocated utilities, when no budget is available, will look into this.
01-530 EMS	Fire and EMS seem to be allocated utilities, when no budget is available, will look into this.
01-535 Clinic	Nothing significant to note.
01-600 Public Works	Nothing significant to note.
01-700 Property and Facilities	Nothing significant to note.
01-800 Parks and Rec	Somehow health and life insurance is being recorded here, when there are no salaries, so this will need to be moved.

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	TAXES					
01-310-4005	FISH TAX	.00	.00	30,000.00	30,000.00	.0
01-310-4006	MOTOR VEHICLE REGISTRATION	.00	419.52	3,500.00	3,080.48	12.0
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	613.40	5,079.14	550,000.00	544,920.86	.9
01-310-4201	PROPERTY TAX - REAL	3,178.84	2,978.84	380,000.00	377,021.16	.8
01-310-4202	PROPERTY TAX - PERSONAL	4,557.26	4,527.04	280,000.00	275,472.96	1.6
01-310-4205	BUSINESS TRANSPORTATION TAX	2,754.00	6,897.00	375,000.00	368,103.00	1.8
	TOTAL TAXES	11,103.52	19,901.54	1,627,100.00	1,607,198.46	1.2
	LICENSES & PERMITS					
01-320-4250	BUSINESS LICENSES	200.00	2,450.00	3,500.00	1,050.00	70.0
01-320-4251	USER FEES & PERMITS	.00	70.00	250.00	180.00	28.0
01-320-4312	AMBULANCE FEES	.00	.00	10,000.00	10,000.00	.0
	TOTAL LICENSES & PERMITS	200.00	2,520.00	13,750.00	11,230.00	18.3
	INTERGOVERNMENTAL REVENUE					
01-330-4002	STATE REVENUE SHARING	.00	.00	50,000.00	50,000.00	.0
01-330-4003	STATE PAY-IN-LIEU OF TAXES	.00	.00	46,000.00	46,000.00	.0
01-330-4011	EMS SMALL GRANT	.00	.00	2,500.00	2,500.00	.0
	TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	98,500.00	98,500.00	.0
	LEASES					
01-345-4515	LEASE INCOME - CITY LAND	7,440.33	23,597.82	150,000.00	126,402.18	15.7
01-345-4525	LAND USE RENT	30,104.00	30,408.00	15,000.00	(15,408.00)	202.7
	TOTAL LEASES	37,544.33	54,005.82	165,000.00	110,994.18	32.7
	FINES & CITATIONS					
01-350-4261	PSD FINES & CITATIONS	.00	603.70	4,000.00	3,396.30	15.1
	TOTAL FINES & CITATIONS	.00	603.70	4,000.00	3,396.30	15.1

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	MISCELLANEOUS					
01-360-4099	MISCELLANEOUS REVENUE	.00	461.78	5,000.00	4,538.22	9.2
01-360-4204	INTEREST & PENALTIES	482.38	1,189.27	3,000.00	1,810.73	39.6
01-360-4271	DONATIONS - EMS/FIRE/POL	.00	.00	2,500.00	2,500.00	.0
01-360-4900	INTEREST ON BANK ACCOUNTS	.00	12,636.63	15,000.00	2,363.37	84.2
01-360-4902	INTEREST ON ESCROW ACCOUNTS	.00	6,843.62	1,000.00	(5,843.62)	684.4
01-360-4914	TRANSFIELD - TUNNEL CONTRAC	.00	.00	60,000.00	60,000.00	.0
01-360-4915	GIRDWOOD-POLICE CONTRACT	4,441.00	214,668.00	618,000.00	403,332.00	34.7
	TOTAL MISCELLANEOUS	4,923.38	235,599.30	704,500.00	468,900.70	33.4
	TRANSFERS & OTHER					
01-390-4990	TRANSFER IN FROM CVP FUND	.00	.00	195,000.00	195,000.00	.0
01-390-4993	TRANSFER FROM MUSEUM	.00	.00	(15,000.00)	(15,000.00)	.0
01-390-4994	TRANSFER IN FROM HARBOR	.00	.00	150,000.00	150,000.00	.0
01-390-4995	TRANSFER IN FROM WWS	.00	.00	50,000.00	50,000.00	.0
	TOTAL TRANSFERS & OTHER	.00	.00	380,000.00	380,000.00	.0
	TOTAL FUND REVENUE	53,771.23	312,630.36	2,992,850.00	2,680,219.64	10.5

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	ADMIN					
01-400-6000	SALARIES & WAGES	17,171.92	68,141.53	245,000.00	176,858.47	27.8
01-400-6030	FICA TAXES	254.33	1,488.46	6,000.00	4,511.54	24.8
01-400-6040	WORKER'S COMP.	.00	.00	2,500.00	2,500.00	.0
01-400-6050	ESC TAXES	192.49	642.23	5,000.00	4,357.77	12.8
01-400-6060	HEALTH & LIFE INSURANCE	4,348.20	14,862.03	40,000.00	25,137.97	37.2
01-400-6070	PERS RETIREMENT	8,641.28	95,125.91	55,000.00	(40,125.91)	173.0
01-400-6205	ADVERTISING	.00	.00	2,500.00	2,500.00	.0
01-400-6210	B.T.I. CONDO FEES	2,651.38	5,778.80	15,000.00	9,221.20	38.5
01-400-6212	CONDO MAINTENANCE	.00	.00	5,000.00	5,000.00	.0
01-400-6220	BANK SERVICES CHARGES	.00	879.25	5,000.00	4,120.75	17.6
01-400-6240	COMMUNITY SUPPORT-DONATIONS	.00	.00	500.00	500.00	.0
01-400-6280	DUES & SUBSCRIPTIONS	.00	335.00	1,800.00	1,465.00	18.6
01-400-6410	INSURANCE - LIABILITY	.00	.00	3,000.00	3,000.00	.0
01-400-6440	INSURANCE - PROPERTY	.00	.00	3,000.00	3,000.00	.0
01-400-6541	PENALTIES & FEES	.00	1,823.88	350.00	(1,473.88)	521.1
01-400-6565	OUTSIDE CONTRACTORS	10,907.60	28,937.68	20,000.00	(8,937.68)	144.7
01-400-6570	PHYSICAL EXAMS & BACKGROUND CK	.00	.00	250.00	250.00	.0
01-400-6580	POSTAGE	45.57	2,438.05	5,000.00	2,561.95	48.8
01-400-6600	PROF. FEES - AUDIT	.00	.00	40,000.00	40,000.00	.0
01-400-6610	PROF. FEES - ACCOUNTING	13,285.75	49,737.73	150,000.00	100,262.27	33.2
01-400-6620	PROF. FEES - APPRAISAL	.00	2,000.00	10,000.00	8,000.00	20.0
01-400-6625	PROF. FEES - FINANCIAL SOFTWAR	.00	.00	30,000.00	30,000.00	.0
01-400-6635	PROF. FEES - COMPUTER SUPPORT	900.00	2,942.98	15,000.00	12,057.02	19.6
01-400-6638	PROF FEES - WEB SITE SUPPORT	350.00	395.49	20,000.00	19,604.51	2.0
01-400-6640	PROF. FEES-ENGINEERING	20,000.00	20,000.00	.00	(20,000.00)	.0
01-400-6650	PROF. FEES - LEGAL	2,654.50	5,841.50	150,000.00	144,158.50	3.9
01-400-6670	REIMBURSEMENT	136.96	4,383.56	.00	(4,383.56)	.0
01-400-6675	COMPREHENSIVE PLAN	.00	.00	30,000.00	30,000.00	.0
01-400-6700	PUBLICATIONS & SUBSCRIPTIONS	.00	690.70	.00	(690.70)	.0
01-400-6770	TRAVEL, TRAINING & DEV.	642.60	6,750.04	15,000.00	8,249.96	45.0
01-400-7100	REPAIRS - BUILDING	.00	36.50	.00	(36.50)	.0
01-400-7351	EQUIPMENT MAINT. AGREEMENTS	.00	.00	3,500.00	3,500.00	.0
01-400-7450	REPAIRS-OFFICE EQUIPMENT	.00	.00	500.00	500.00	.0
01-400-8550	SUPPLIES - OFFICE	81.80	(1,051.38)	7,500.00	8,551.38	(14.0)
01-400-9000	UTILITIES - INTERNET	12,483.03	20,946.39	20,000.00	(946.39)	104.7
01-400-9070	UTILITIES - TELEPHONE	285.74	1,104.78	7,000.00	5,895.22	15.8
01-400-9100	MISCELLANEOUS EXPENSES	840.09	1,910.85	2,000.00	89.15	95.5
01-400-9300	PROJECT DEVELOPMENT	.00	.00	40,000.00	40,000.00	.0
01-400-9500	LOBBYIST FEES	3,500.00	18,000.00	.00	(18,000.00)	.0
01-400-9520	CAPITAL OUTLAY - EQUIPMENT	.00	.00	10,000.00	10,000.00	.0
01-400-9530	CAPITAL OUTLAY-COMPUTER EQUIP	.00	.00	1,000.00	1,000.00	.0
	TOTAL ADMIN	99,413.33	354,142.98	966,400.00	612,257.02	36.7

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	COUNCIL					
01-401-6240	CITY COUNCIL-COMMUNITY SUPPORT	500.00	2,000.00	3,000.00	1,000.00	66.7
01-401-6241	MUSEUM SUPPORT	.00	.00	15,000.00	15,000.00	.0
01-401-6280	DUES & SUBSCRIPTIONS	.00	.00	1,000.00	1,000.00	.0
01-401-6325	FIREWORKS	.00	.00	12,500.00	12,500.00	.0
01-401-6710	PUBLIC RELATIONS	.00	.00	500.00	500.00	.0
01-401-6770	TRAVEL, TRAINING & DEV.	.00	981.85	10,000.00	9,018.15	9.8
01-401-8660	SUPPLIES - OFFICE	.00	.00	800.00	800.00	.0
01-401-9070	UTILITIES - TELEPHONE	.00	.00	400.00	400.00	.0
01-401-9500	LOBBYIST FEES	5,500.00	14,750.00	106,000.00	93,250.00	13.7
	TOTAL COUNCIL	6,000.00	17,731.85	151,200.00	133,468.15	11.7
	ELECTIONS					
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 4 MONTHS ENDING APRIL 30, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PUBLIC SAFETY					
01-510-6000	SALARIES & WAGES	73,021.61	282,037.44	450,000.00	167,962.56	62.7
01-510-6030	FICA TAXES	2,648.23	10,625.23	12,000.00	1,374.77	88.5
01-510-6040	WORKER'S COMP.	.00	.00	25,000.00	25,000.00	.0
01-510-6050	ESC TAXES	644.84	2,737.41	7,500.00	4,762.59	36.5
01-510-6060	HEALTH & LIFE INSURANCE	8,227.66	18,439.43	75,000.00	56,560.57	24.6
01-510-6070	PERS RETIREMENT	6,149.59	24,210.57	75,000.00	50,789.43	32.3
01-510-6091	UNIFORM ALLOWANCE	120.00	360.00	6,000.00	5,640.00	6.0
01-510-6100	VOLUNTEER SUPPORT	.00	.00	1,500.00	1,500.00	.0
01-510-6205	ADVERTISING	.00	.00	250.00	250.00	.0
01-510-6210	B.T.I. CONDO FEES	301.30	931.76	2,500.00	1,568.24	37.3
01-510-6280	DUES & SUBSCRIPTIONS	.00	.00	500.00	500.00	.0
01-510-6410	INSURANCE - LIABILITY	.00	.00	7,500.00	7,500.00	.0
01-510-6420	INSURANCE - AUTO	.00	.00	15,000.00	15,000.00	.0
01-510-6440	INSURANCE - PROPERTY	.00	.00	5,000.00	5,000.00	.0
01-510-6480	POLICE-INSURANCE CLAIMS-DEDUCT	.00	.00	15,000.00	15,000.00	.0
01-510-6540	LICENSES & PERMITS	.00	2,491.18	200.00	(2,291.18)	1245.6
01-510-6565	OUTSIDE CONTRACTORS	.00	2,540.34	28,000.00	25,459.66	9.1
01-510-6570	PHYSICAL EXAMS	.00	1,248.00	5,000.00	3,752.00	25.0
01-510-6580	POSTAGE	.00	15.00	400.00	385.00	3.8
01-510-6700	PUBLICATIONS & SUBSCRIPTIONS	.00	245.35	2,000.00	1,754.65	12.3
01-510-6735	EQUIPMENT PURCHASE	.00	7,676.11	14,000.00	6,323.89	54.8
01-510-6761	TRAINING - EMS SUPVSG MD	.00	2,000.00	10,000.00	8,000.00	20.0
01-510-6770	TRAVEL, TRAINING & DEV.	.00	25.50	16,000.00	15,974.50	.2
01-510-7100	BUILDING MAINT.	.00	.00	1,500.00	1,500.00	.0
01-510-7150	REPAIRS - COMMUNICATION EQUIPM	.00	4,667.62	.00	(4,667.62)	.0
01-510-7200	REPAIRS-COMPUTER SYSTEM	.00	.00	1,000.00	1,000.00	.0
01-510-7350	REPAIRS - EQUIPMENT	.00	989.18	5,000.00	4,010.82	19.8
01-510-7400	REPAIRS - VEHICLES	.00	.00	30,000.00	30,000.00	.0
01-510-7750	GAS & OIL - VEHICLES	949.86	6,862.42	32,000.00	25,137.58	21.5
01-510-8020	SUPPLIES - AMMUNITION	.00	.00	5,000.00	5,000.00	.0
01-510-8100	SUPPLIES - COMPUTERS	.00	32.18	1,500.00	1,467.82	2.2
01-510-8150	SUPPLIES - CONSUMABLE	.00	3,259.82	5,000.00	1,740.18	65.2
01-510-8200	SUPPLIES - COPIER	.00	.00	1,200.00	1,200.00	.0
01-510-8550	SUPPLIES - OFFICE	.00	520.45	4,000.00	3,479.55	13.0
01-510-8650	SUPPLIES & DRUGS BILLABLE	.00	.00	4,800.00	4,800.00	.0
01-510-8950	SUPPLIES - UNIFORMS	.00	1,362.19	22,000.00	20,637.81	6.2
01-510-9000	UTILITIES - INTERNET	119.08	1,526.05	21,000.00	19,473.95	7.3
01-510-9010	UTILITIES - ELECTRICITY	839.09	1,693.72	3,200.00	1,506.28	52.9
01-510-9040	UTILITIES - HEATING FUELS	3,123.96	4,644.44	6,400.00	1,755.56	72.6
01-510-9070	UTILITIES - TELEPHONE	373.81	1,404.54	18,000.00	16,595.46	7.8
01-510-9200	GRANT EXPENDITURES	.00	.00	2,000.00	2,000.00	.0
01-510-9520	CAPITAL OUTLAY - EQUIPMENT	.00	56,321.42	95,000.00	38,678.58	59.3
	TOTAL PUBLIC SAFETY	96,518.85	438,907.35	1,031,950.00	593,042.65	42.5

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	FIRE					
01-520-6091	UNIFORM ALLOWANCE	.00	.00	100.00	100.00	.0
01-520-6100	VOLUNTEER SUPPORT	.00	.00	150.00	150.00	.0
01-520-6420	INSURANCE - AUTO	.00	.00	2,000.00	2,000.00	.0
01-520-6540	LICENSES & PERMITS	.00	.00	30.00	30.00	.0
01-520-6735	EQUIPMENT PURCHASE	.00	.00	3,500.00	3,500.00	.0
01-520-6770	TRAVEL, TRAINING & DEV.	.00	.00	200.00	200.00	.0
01-520-7100	REPAIRS - BUILDING	.00	.00	200.00	200.00	.0
01-520-7350	REPAIRS - EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
01-520-7400	REPAIRS - VEHICLES	.00	.00	1,500.00	1,500.00	.0
01-520-7750	GAS & OIL - VEHICLES	.00	(260.61)	2,000.00	2,260.61	(13.0)
01-520-8550	SUPPLIES - OFFICE	.00	.00	150.00	150.00	.0
01-520-8950	SUPPLIES - UNIFORMS	.00	.00	1,000.00	1,000.00	.0
01-520-9000	UTILITIES - INTERNET	119.09	1,526.06	.00	(1,526.06)	.0
01-520-9010	UTILITIES - ELECTRICITY	1,106.11	2,246.28	.00	(2,246.28)	.0
01-520-9040	UTILITIES - HEATING FUELS	426.58	1,399.24	.00	(1,399.24)	.0
	TOTAL FIRE	1,651.78	4,910.97	13,830.00	8,919.03	35.5
	EMS					
01-530-6000	SALARIES & WAGES	.00	.00	150,000.00	150,000.00	.0
01-530-6030	FICA TAXES	.00	.00	4,000.00	4,000.00	.0
01-530-6040	WORKER'S COMP.	.00	.00	20,000.00	20,000.00	.0
01-530-6050	ESC TAXES	.00	.00	1,500.00	1,500.00	.0
01-530-6060	HEALTH & LIFE INSURANCE	.00	.00	14,000.00	14,000.00	.0
01-530-6070	PERS RETIREMENT	.00	.00	23,000.00	23,000.00	.0
01-530-6091	UNIFORM ALLOWANCE	.00	278.95	120.00	(158.95)	232.5
01-530-6100	EMS VOLUNTEER SUPPORT	.00	.00	100.00	100.00	.0
01-530-6410	INSURANCE - LIABILITY	.00	.00	5,000.00	5,000.00	.0
01-530-6420	INSURANCE - AUTO	.00	.00	4,000.00	4,000.00	.0
01-530-6540	LICENSES & PERMITS	.00	.00	20.00	20.00	.0
01-530-6580	EMS-POSTAGE	.00	.00	20.00	20.00	.0
01-530-6735	EQUIPMENT PURCHASE	.00	.00	1,000.00	1,000.00	.0
01-530-6761	TRAINING - EMS SUPVSG MD	.00	.00	10,000.00	10,000.00	.0
01-530-6770	TRAVEL, TRAINING & DEV.	.00	417.00	2,000.00	1,583.00	20.9
01-530-7150	COMMUNICATION EQUIPM	.00	.00	500.00	500.00	.0
01-530-7350	REPAIRS - EQUIPMENT	.00	.00	250.00	250.00	.0
01-530-7400	REPAIRS - VEHICLES	.00	.00	20,000.00	20,000.00	.0
01-530-7750	GAS & OIL - VEHICLES	.00	.00	2,000.00	2,000.00	.0
01-530-8150	SUPPLIES - CONSUMABLE	.00	.00	3,500.00	3,500.00	.0
01-530-8550	SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
01-530-8850	SUPPLIES AND DRUGS BILLABLE	.00	.00	3,000.00	3,000.00	.0
01-530-8950	SUPPLIES - UNIFORMS	.00	448.30	.00	(448.30)	.0
01-530-9000	UTILITIES - INTERNET	119.09	1,219.90	.00	(1,219.90)	.0
01-530-9010	UTILITIES - ELECTRICITY	1,106.11	2,246.28	.00	(2,246.28)	.0
01-530-9040	UTILITIES - HEATING FUEL	426.58	1,399.24	.00	(1,399.24)	.0
	TOTAL EMS	1,651.78	6,009.67	264,510.00	258,500.33	2.3

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CLINIC					
01-535-6210	B.T.I. CONDO FEE	1,608.14	5,490.33	11,000.00	5,509.67	49.9
01-535-6211	RENTAL UNIT	.00	.00	1,000.00	1,000.00	.0
01-535-6440	INSURANCE - PROPERTY	.00	.00	1,000.00	1,000.00	.0
01-535-9100	MISCELLANEOUS EXP	.00	.00	9,000.00	9,000.00	.0
	TOTAL CLINIC	1,608.14	5,490.33	22,000.00	16,509.67	25.0
	PUBLIC WORKS					
01-600-6000	SALARIES & WAGES	19,510.19	57,026.23	185,000.00	127,973.77	30.8
01-600-6030	FICA TAXES	235.16	1,161.28	3,500.00	2,338.72	33.2
01-600-6040	WORKER'S COMP.	.00	.00	8,500.00	8,500.00	.0
01-600-6050	ESC TAXES	135.12	570.36	3,500.00	2,929.64	16.3
01-600-6060	HEALTH & LIFE INSURANCE	2,868.52	8,945.37	40,000.00	31,054.63	22.4
01-600-6070	PERS RETIREMENT	2,633.05	11,359.56	35,000.00	23,640.44	32.5
01-600-6410	INSURANCE - LIABILITY	.00	.00	3,000.00	3,000.00	.0
01-600-6420	INSURANCE - AUTO	.00	.00	2,000.00	2,000.00	.0
01-600-6430	INSURANCE EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
01-600-6440	INSURANCE - PROPERTY	.00	.00	3,000.00	3,000.00	.0
01-600-6490	INSURANCE CLAIMS-DEDUCTIBLES	.00	.00	5,000.00	5,000.00	.0
01-600-6540	LICENSES & FEES	.00	.00	250.00	250.00	.0
01-600-6565	OUTSIDE CONTRACTORS	.00	.00	10,000.00	10,000.00	.0
01-600-6670	PHYSICAL EXAMS	.00	.00	500.00	500.00	.0
01-600-6740	SMALL TOOLS	.00	79.97	1,500.00	1,420.03	5.3
01-600-6770	TRAVEL, TRAINING & DEV.	.00	79.00	2,000.00	1,921.00	4.0
01-600-7100	REPAIRS - BUILDINGS	.00	.00	5,000.00	5,000.00	.0
01-600-7210	REPAIRS - ROADS	.00	.00	15,000.00	15,000.00	.0
01-600-7350	REPAIRS - EQUIPMENT	.00	1,987.66	15,000.00	13,012.34	13.3
01-600-7750	GAS & OIL - VEHICLES	176.05	3,710.71	12,000.00	8,289.29	30.9
01-600-8550	SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
01-600-8950	SUPPLIES - UNIFORMS	.00	.00	1,000.00	1,000.00	.0
01-600-8970	SUPPLIES - SAFETY	.00	.00	2,000.00	2,000.00	.0
01-600-8995	SUPPLIES & MATERIALS	.00	543.79	15,000.00	14,456.21	3.6
01-600-9000	UTILITIES - INTERNET	119.09	1,526.06	6,000.00	4,473.94	25.4
01-600-9010	UTILITIES - ELECTRICITY	5,317.58	10,911.21	30,000.00	19,088.79	36.4
01-600-9040	UTILITIES - HEATING FUEL	3,839.25	12,593.17	25,000.00	12,406.83	50.4
01-600-9070	UTILITIES - TELEPHONE	54.43	206.97	2,500.00	2,293.03	8.3
01-600-9095	UTILITIES - WATER/SEWER	.00	.00	1,000.00	1,000.00	.0
01-600-9520	CAPITAL OUTLAY - EQUIPMENT	.00	.00	30,000.00	30,000.00	.0
	TOTAL PUBLIC WORKS	29,068.41	110,701.34	465,750.00	355,048.66	23.8

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PROPERTY & FACILITIES					
01-700-6210	B.T.I. CONDO FEES	.00	2,293.36	5,000.00	2,706.64	45.9
01-700-6215	CONDO MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
01-700-7100	REPAIRS - BUILDINGS	.00	3,125.00	1,000.00	(2,125.00)	312.5
01-700-9000	UTILITIES - INTERNET SERVICE	119.08	1,526.06	1,000.00	(526.06)	152.6
	TOTAL PROPERTY & FACILITIES	119.08	6,944.42	8,000.00	1,055.58	86.8
	PARKS AND RECREATION					
01-800-6060	HEALTH & LIFE INSURANCE	.00	(345.52)	.00	345.52	.0
01-800-7340	PROFESSIONAL SERVICES	.00	.00	12,000.00	12,000.00	.0
01-800-7350	REPAIRS EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
01-800-8950	SUPPLIES AND MATERIALS	1,331.46	1,331.46	8,000.00	6,668.54	16.6
	TOTAL PARKS AND RECREATION	1,331.46	985.94	22,000.00	21,014.06	4.5
	TOTAL FUND EXPENDITURES	237,582.84	945,824.86	2,947,440.00	2,001,615.15	32.1
	NET REVENUE OVER EXPENDITURES	(183,611.61)	(633,194.49)	45,410.00	678,604.49	(1394.

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

CRUISE SHIP TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	TAXES - REVENUE					
20-310-4008	CRUISE SHIP TAX	.00	871,855.00	.00	(871,855.00)	.0
	TOTAL TAXES - REVENUE	.00	871,855.00	.00	(871,855.00)	.0
	TOTAL FUND REVENUE	.00	871,855.00	.00	(871,855.00)	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

CRUISE SHIP TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	DONATIONS - SUPPORT					
20-400-6240	MUSEUM SUPPORT - DONATIONS	.00	15,000.00	.00	(15,000.00)	.0
	TOTAL DONATIONS - SUPPORT	.00	15,000.00	.00	(15,000.00)	.0
	TRANSFERS OUT					
20-990-9992	TRANSFER TO HARBOR FUND #51	.00	30,750.00	.00	(30,750.00)	.0
	TOTAL TRANSFERS OUT	.00	30,750.00	.00	(30,750.00)	.0
	TOTAL FUND EXPENDITURES	.00	45,750.00	.00	(45,750.00)	.0
	NET REVENUE OVER EXPENDITURES	.00	826,105.00	.00	(826,105.00)	.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

WATER AND WASTEWATER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CHARGES FOR SERVICES					
50-340-4300	WATER SERVICE CHARGES	8,501.59	22,579.78	250,000.00	227,420.22	9.0
50-340-4350	WASTE WATER SERVICE CHARGES	5,472.96	17,985.61	100,000.00	82,014.39	18.0
50-340-4600	ENTERPRISE-PERMIT FEES	.00	.00	100.00	100.00	.0
	TOTAL CHARGES FOR SERVICES	13,974.55	40,565.39	350,100.00	309,534.61	11.6
	MISCELLANEOUS					
50-380-4901	INTEREST ON BANK ACCOUNTS	.00	.00	4,000.00	4,000.00	.0
50-380-4910	MISCELLANEOUS INCOME	.00	85.25	.00	(85.25)	.0
	TOTAL MISCELLANEOUS	.00	85.25	4,000.00	3,914.75	2.1
	TOTAL FUND REVENUE	13,974.55	40,650.64	354,100.00	313,449.36	11.5

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

WATER AND WASTEWATER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	WATER & WASTE WATER OPERATING					
50-800-6000	SALARIES & WAGES	5,233.27	21,893.36	75,000.00	53,106.64	29.2
50-800-6030	FICA TAXES	88.53	427.16	1,450.00	1,022.84	29.5
50-800-6040	WORKER'S COMP.	.00	.00	1,000.00	1,000.00	.0
50-800-6050	ESC TAXES	46.40	214.95	1,000.00	785.05	21.5
50-800-6060	HEALTH & LIFE INSURANCE	1,054.01	3,045.30	15,000.00	11,954.70	20.3
50-800-6070	PERS RETIREMENT	958.28	3,834.38	20,000.00	16,165.62	19.2
50-800-6410	INSURANCE - LIABILITY	.00	.00	1,500.00	1,500.00	.0
50-800-6420	INSURANCE - AUTO	.00	.00	1,000.00	1,000.00	.0
50-800-6430	INSURANCE - EQUIP	.00	.00	200.00	200.00	.0
50-800-6440	INSURANCE - PROPERTY	.00	.00	3,500.00	3,500.00	.0
50-800-6540	LICENSES & PERMITS	.00	805.00	1,000.00	195.00	80.5
50-800-6585	OUTSIDE CONTRACTORS	.00	.00	1,000.00	1,000.00	.0
50-800-6680	POSTAGE	.00	.00	250.00	250.00	.0
50-800-6740	SMALL TOOLS	.00	.00	1,000.00	1,000.00	.0
50-800-6750	TESTING WATER/SEWER	.00	.00	7,000.00	7,000.00	.0
50-800-6770	TRAVEL, TRAINING & DEV.	.00	.00	5,000.00	5,000.00	.0
50-800-7100	REPAIRS - BUILDING	.00	.00	5,000.00	5,000.00	.0
50-800-7350	REPAIRS - EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
50-800-7650	REPAIRS - SYSTEM	.00	.00	5,000.00	5,000.00	.0
50-800-7750	GAS & OIL - VEHICLES	90.31	427.95	3,000.00	2,572.05	14.3
50-800-8550	SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
50-800-8995	SUPPLIES & MATERIALS	.00	.00	2,000.00	2,000.00	.0
50-800-9000	UTILITIES -INTERNET	119.09	1,219.91	1,500.00	280.09	81.3
50-800-9010	UTILITIES - ELECTRICITY	4,804.29	29,815.67	20,000.00	(9,815.67)	149.1
50-800-9040	UTILITIES - HEATING FUEL	1,979.19	5,816.86	10,000.00	4,183.14	58.2
50-800-9070	UTILITIES - TELEPHONE	.00	26.38	500.00	473.62	5.3
50-800-9580	CAPITAL OUTLAY - W/WW	.00	.00	50,000.00	50,000.00	.0
50-800-9900	TRANSFER OUT TO GF	.00	.00	50,000.00	50,000.00	.0
	TOTAL WATER & WASTE WATER OPERATING	14,375.32	67,526.92	287,400.00	219,873.08	23.5
	TOTAL FUND EXPENDITURES	14,375.32	67,526.92	287,400.00	219,873.08	23.5
	NET REVENUE OVER EXPENDITURES	(400.77)	(26,876.28)	66,700.00	93,576.28	(40.3)

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

SMALL BOAT HARBOR

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CHARGES FOR SERVICES					
51-340-4401	MOORAGE - PREFERENTIAL	.00	496,292.09	535,000.00	38,707.91	92.8
51-340-4402	MOORAGE - TRANSIENT	.00	54,946.79	400,000.00	345,053.21	13.7
51-340-4403	BOAT LIFT FEES	.00	1,507.05	15,000.00	13,492.95	10.1
51-340-4404	UTILITY FEES	.00	20,128.97	60,000.00	39,873.03	33.5
51-340-4406	WHARFAGE FEES	.00	6,509.16	10,000.00	3,490.84	65.1
51-340-4407	VESSEL TOW FEES	.00	.00	3,000.00	3,000.00	.0
51-340-4408	USED OIL COLLECTION F	.00	32.00	1,200.00	1,168.00	2.7
51-340-4409	WAITING LIST FEES	.00	(200.00)	17,000.00	17,200.00	(1.2)
51-340-4410	PUMP OUT FEES	.00	.00	1,000.00	1,000.00	.0
51-340-4411	LAUNCH FEES	.00	1,130.75	115,000.00	113,869.25	1.0
51-340-4412	SHOWERS	.00	19.04	750.00	730.96	2.5
51-340-4413	GRID	.00	.00	1,000.00	1,000.00	.0
51-340-4414	VESSEL MAINTENANCE	.00	.00	500.00	500.00	.0
51-340-4415	DRY STORAGE FEES	.00	3,931.60	3,000.00	(931.60)	131.1
51-340-4416	PARKING - ANNUAL	.00	3,500.00	50,000.00	46,500.00	7.0
51-340-4428	PARKING DAILY	.00	462.00	100,000.00	99,538.00	.5
51-340-4445	MISC. SERVICES	.00	.55	1,000.00	999.45	.1
	TOTAL CHARGES FOR SERVICES	.00	588,258.00	1,313,450.00	725,192.00	44.8
	DELONG DOCK CHARGES FOR SERVIC					
51-341-4402	MOORAGE - TRANSIENT	.00	.00	12,000.00	12,000.00	.0
51-341-4404	UTILITY FEES	.00	.00	30,000.00	30,000.00	.0
51-341-4406	WHARFAGE FEES - INCL HOIST	.00	.00	450,000.00	450,000.00	.0
51-341-4408	USED OIL COLLECTION FEE	.00	.00	500.00	500.00	.0
51-341-4416	PARKING - ANNUAL	.00	.00	650.00	650.00	.0
	TOTAL DELONG DOCK CHARGES FOR SERVI	.00	.00	493,150.00	493,150.00	.0
	LEASES INCOME					
51-346-4512	LEASE - ARRC NET OF RR SHARE	9,229.52	36,918.48	100,000.00	63,081.52	36.9
	TOTAL LEASES INCOME	9,229.52	36,918.48	100,000.00	63,081.52	36.9
	OTHER REVENUE					
51-360-4417	FUEL FLOAT INCOME	.00	1,375.79	35,000.00	33,624.21	3.9
51-360-4430	CAMPING	.00	.00	11,000.00	11,000.00	.0
51-360-4900	INTEREST & LATE FEES ON A/R	.00	79.85	.00	(79.85)	.0
	TOTAL OTHER REVENUE	.00	1,455.64	46,000.00	44,544.36	3.2

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

SMALL BOAT HARBOR

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	TRANSFERS AND OTHER					
51-390-4991	TRANSFER FROM CVPT FUND	.00	30,750.00	(75,000.00)	(105,750.00)	41.0
	TOTAL TRANSFERS AND OTHER	.00	30,750.00	(75,000.00)	(105,750.00)	41.0
	TOTAL FUND REVENUE	9,229.82	657,382.12	1,877,600.00	1,220,217.88	35.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

SMALL BOAT HARBOR

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	HARBOR OPERATIONS EXP					
51-800-6000	SALARIES & WAGES	27,625.21	109,950.06	300,000.00	190,049.94	36.7
51-800-6030	FICA TAXES	724.26	2,777.92	10,000.00	7,222.08	27.8
51-800-6040	WORKER'S COMP.	.00	.00	9,000.00	9,000.00	.0
51-800-6050	ESC TAXES	260.62	1,083.69	7,500.00	6,416.31	14.5
51-800-6060	HEALTH & LIFE INSURANCE	5,629.24	14,340.42	60,000.00	45,659.58	23.9
51-800-6070	PERS RETIREMENT	3,927.50	15,983.12	60,000.00	44,016.88	26.6
51-800-6205	ADVERTISING	.00	.00	1,500.00	1,500.00	.0
51-800-6215	COLLECTION EXPENSE	.00	.00	5,000.00	5,000.00	.0
51-800-6220	BANK SERVICE CHARGES	.00	12,163.30	20,000.00	7,836.70	60.8
51-800-6265	BOND INTEREST EXPENSE	45,812.50	45,812.50	90,000.00	44,187.50	50.9
51-800-6280	DUES & SUBSCRIPTIONS	.00	.00	500.00	500.00	.0
51-800-6410	INSURANCE - LIABILITY	.00	.00	10,000.00	10,000.00	.0
51-800-6420	INSURANCE - AUTO	.00	.00	2,500.00	2,500.00	.0
51-800-6430	INSURANCE EQUIPMENT	.00	.00	500.00	500.00	.0
51-800-6440	INSURANCE - PROPERTY	.00	.00	20,000.00	20,000.00	.0
51-800-6490	INSURANCE CLAIMS-DEDU	.00	.00	5,000.00	5,000.00	.0
51-800-6540	ENTERPRISE-LICENSES & PERMITS	.00	.00	250.00	250.00	.0
51-800-6565	OUTSIDE CONTRACTORS	307.00	2,704.00	25,000.00	22,296.00	10.8
51-800-6570	PHYSICAL EXAMS	.00	.00	500.00	500.00	.0
51-800-6580	POSTAGE	.00	.00	2,500.00	2,500.00	.0
51-800-6635	PROF. FEES - COMPUTER SUPPORT	.00	1,258.84	5,000.00	3,741.16	25.2
51-800-6636	PROF FEES - WEB SITE	.00	.00	2,500.00	2,500.00	.0
51-800-6650	PROF. FEES - LEGAL	.00	.00	5,000.00	5,000.00	.0
51-800-6700	PUBLICATIONS&SUBS.	.00	.00	350.00	350.00	.0
51-800-6730	EQUIPMENT RENTAL	.00	.00	100.00	100.00	.0
51-800-6740	SMALL TOOLS	.00	.00	1,500.00	1,500.00	.0
51-800-6770	TRAVEL, TRAINING & DEV.	.00	.00	2,000.00	2,000.00	.0
51-800-6780	WASTE DISPOSAL - EVOS	.00	.00	3,000.00	3,000.00	.0
51-800-7100	REPAIRS - BUILDINGS	.00	.00	2,500.00	2,500.00	.0
51-800-7350	REPAIRS - EQUIPMENT	34.64	156.61	12,000.00	11,843.39	1.3
51-800-7400	REPAIRS - VEHICLES	812.16	1,717.12	7,500.00	5,782.88	22.9
51-800-7500	PARKING LOT MAINTENANCE	.00	.00	2,000.00	2,000.00	.0
51-800-7810	REPAIRS - UTILITIES	.00	.00	1,000.00	1,000.00	.0
51-800-7750	GAS & OIL - VEHICLES	204.74	719.55	6,000.00	5,280.45	12.0
51-800-7820	REPAIRS - DOCKS	2,663.52	2,663.52	8,000.00	5,336.48	33.3
51-800-8150	SUPPLIES - CONSUMABLE	1,202.46	9,218.36	10,000.00	781.64	92.2
51-800-8200	SUPPLIES - PARKING	1,716.00	1,716.00	3,000.00	1,284.00	57.2
51-800-8400	SUPPLIES - FIRE SUPPRESSION	.00	.00	1,000.00	1,000.00	.0
51-800-8550	SUPPLIES - OFFICE	.00	.00	7,500.00	7,500.00	.0
51-800-8750	SUPPLIES - PRINTING	.00	.50	.00	(.50)	.0
51-800-8800	SUPPLIES - RESALE ITEMS	.00	2,638.00	.00	(2,638.00)	.0
51-800-8870	SUPPLIES - SAFETY	.00	.00	4,000.00	4,000.00	.0
51-800-9000	UTILITIES - INTERNET	119.08	1,832.14	7,000.00	5,167.86	26.2
51-800-9010	UTILITIES - ELECTRICITY	14,242.83	14,242.83	60,000.00	45,757.17	23.7
51-800-9040	UTILITIES - HEATING FUEL	716.99	1,673.99	4,500.00	2,826.01	37.2
51-800-9050	UTILITIES - SOLID WASTE	.00	7,260.16	100,000.00	92,739.84	7.3
51-800-9070	UTILITIES - TELEPHONE	182.44	588.86	6,000.00	5,411.14	9.8
51-800-9095	UTILITIES - WATER/WASTEWATER	.00	621.11	25,000.00	24,378.89	2.5
51-800-9510	SNOW REMOVAL	.00	.00	35,000.00	35,000.00	.0
51-800-9520	CAPITAL OUTLAY - EQUIPMENT	14,025.00	14,025.00	17,000.00	2,975.00	82.5
51-800-9530	CAPTIAL OUTLAY-OFFICE EQUIP	.00	.00	2,000.00	2,000.00	.0
51-800-9800	TRANSFER OUT TO GF	.00	.00	150,000.00	150,000.00	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2019

SMALL BOAT HARBOR

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	TOTAL HARBOR OPERATIONS EXP	120,306.09	265,147.60	1,120,200.00	855,052.40	23.7
	DEPARTMENT 801					
51-801-6000	SALARES & WAGES	.00	.00	60,000.00	60,000.00	.0
51-801-6030	FICA/MEDICARE	.00	.00	2,500.00	2,500.00	.0
51-801-6040	WORKER'S COMP.	.00	.00	3,000.00	3,000.00	.0
51-801-6050	ESC TAXES -	.00	.00	1,000.00	1,000.00	.0
51-801-6060	HEALTH & LIFE INSURANCE	.00	.00	20,000.00	20,000.00	.0
51-801-6070	PERS RETIREMENT	.00	.00	12,000.00	12,000.00	.0
51-801-6410	INSURANCE - LIABILITY	.00	.00	2,000.00	2,000.00	.0
51-801-6440	INSURANCE - PROPERTY	.00	.00	1,000.00	1,000.00	.0
51-801-6565	OUTSIDE CONTRACTORS	.00	.00	30,000.00	30,000.00	.0
51-801-6730	EQUIPMENT RENTAL	.00	.00	2,500.00	2,500.00	.0
51-801-6740	SMALL TOOLS	.00	.00	3,000.00	3,000.00	.0
51-801-6780	WASTE DISPOSAL - EVOS	.00	.00	3,000.00	3,000.00	.0
51-801-7750	GAS & OIL - VEHICLES	.00	.00	500.00	500.00	.0
51-801-8150	SUPPLIES - CONSUMABLE	.00	.00	5,000.00	5,000.00	.0
51-801-8400	SUPPLIES - FIRE SUPPRESSION	.00	.00	1,500.00	1,500.00	.0
51-801-8950	SUPPLIES - UNIFORMS	.00	.00	400.00	400.00	.0
51-801-8970	SUPPLIES - SAFETY	.00	.00	500.00	500.00	.0
51-801-9010	UTILITIES - ELECTRICITY	.00	.00	3,000.00	3,000.00	.0
51-801-9050	UTILITIES - SOLID WASTE	.00	.00	1,500.00	1,500.00	.0
51-801-9095	UTILITIES - WATER/WASTEWATER	.00	.00	30,000.00	30,000.00	.0
51-801-9213	HARBOR EMERGENCY REPAIR	.00	.00	10,000.00	10,000.00	.0
	TOTAL DEPARTMENT 801	.00	.00	212,400.00	212,400.00	.0
	CAPITAL OUTLAY - FROM RESERVE					
51-900-9575	BOND PRINCIPAL REDUCTION	.00	.00	60,000.00	60,000.00	.0
	TOTAL CAPITAL OUTLAY - FROM RESERVE	.00	.00	60,000.00	60,000.00	.0
	TOTAL FUND EXPENDITURES	120,306.09	265,147.60	1,392,600.00	1,127,452.40	19.0
	NET REVENUE OVER EXPENDITURES	(111,076.47)	392,234.52	485,000.00	92,765.48	80.9

THE CITY OF WHITTIER

Gateway to Western Prince William Sound

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

PLANNING COMMISSION
SPECIAL MEETING
WEDNESDAY, OCTOBER 3, 2018
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING
6:00 p.m.

MINUTES

1. **CALL TO ORDER**
   Charlene Arneson called the meeting to order at 6:00 pm and led the opening ceremony.

2. **ROLL CALL**
   Charlene Arneson, Dyanna Pratt, Lindsey Erk and Jean Swingle and Ed Hedges

3. **ADMINISTRATION PRESENT**
   Annie Reeves, Assistant City Manager
   Naelene Matsumiya, City Clerk
   Scott Korbe, Public Works Director

   PUBLIC PRESENT
   Dave Dickason, Victor Shen, Dave Schofield, Cathy McCord, and Brenda Tolman

4. **APPROVAL OF SPECIAL MEETING AGENDA**
   MOTION: Dyanna Pratt made a motion to approve the October 3, 2018 Special Meeting Agenda as is.
   SECOND: Lindsey Erk
   DISCUSSION: None
   VOTE: Passed unanimously

5. **APPROVAL OF MINUTES**
   MOTION: Dyanna Pratt made a motion to approve the Regular Meeting Minutes of August 1, 2018.
   SECOND: Jean Swingle
   DISCUSSION: None
   VOTE: Passed unanimously

6. **PUBLIC HEARING**
   A. Whittier Seafood LLC Public Hearing – Variance Request

   Charlene Arneson called the Public Hearing to order at 6:03

She asked if any member of the Commission would like to abstain: None
She asked if any member of the Commission declare a conflict of interest: None
She asked if any member of the Commission would declare an ex-parte report: None

She asked if any member of the audience would like to challenge the jurisdiction of the Planning Commission: None
She asked if any member of the audience would like to challenge any member of the Planning Commission: None

The floor was open to Whittier Seafood LLC representative, Dave Schofield, for a brief introduction. Dave presented the application and detailed the pros to having the variance stating that the housing for Whittier Seafood's workers will be closer to the plant and that traffic will not be an issue. He explained the purpose of the variance by stating that the structures cannot be defined as a hotel because they are Rooming houses for the workers of Whittier Seafood. He went on to describe other ways the definition for Rooming house reflected the variance.

The Commission opened the floor for public testimony.

Brenda Tolman did not approach the stand, but she voiced her support for the variance from the audience and stated that Whittier Seafood has contributed to the community numerous times. She commented that Whitter Seafood has helped stabilize prices of units and concluded by sharing that she sees no harm in moving forward.

No further comments from the audience in both opposition or neutrality.

The Public testimony for the hearing closed and was opened to the Commission for discussion.

Ed Hedges asked if the Fire Marshall has approved of the plan. Scott Korbe replied that the plan had been approved. Jean Swingle asked where the density of the structure exceeded. Scott explained and gave a brief background on the site that the rooming houses will be on.

The Commission thanked Dave Schofield for his presentation, Scott Korbe for the information, and the audience for their participation.

MOTION: Ed Hedges made a motion to approve the variance request submitted by Whittier Seafood.
SECOND: Jean Swingle
DISCUSSION: None
VOTE: Motion passed unanimously

MOTION: Dyanna Pratt made a motion to close the public hearing and resume the regular meeting.
SECOND: Ed Hedges
DISCUSSION: None
VOTE: Motion passed unanimously

Public Hearing closed at 6:14 and Regular Meeting resumed.

7. UNFINISHED BUSINESS

A. Hazard Mitigation Plan

Item was briefly discussed.

8. **NEW BUSINESS**

A. Whittier Seafood Conditional Use Application

Dave Schofield explained the purpose of the condition which was determining whether or not the structure will be categorized as Hotel or Rooming house. Lindsey Erk asked if it will meet requirements. Dave replied that it will and that he is working towards making sure the structure is compliant with the code.

MOTION: Dyanna Pratt made a motion to approve the Conditional Use application from Whittier Seafood.
SECOND: Ed Hedges
DISCUSSION: None
VOTE: Motion passed unanimously.

9. **MISCELLANEOUS BUSINESS**

The Commission greeted Jean Swingle a happy birthday and presented a card.

10. **PUBLIC COMMENTS**

None

11. **COMMISSION COMMENTS**

Lindsey Erk wanted clarification on the agenda items that were previously taken off the agenda. Charlene stated that Shotgun Cove Road Project, Smitty's Cove and the Tank Farm will remain on the agenda. Scott Korbe updated the Commission on the projects happening around the City. He gave a brief description and update on the items listed below:

Emerald Point
Shotgun Cove Road
Second Salmon Run
1964 Earthquake Monument in the Triangle
Monument by the Pedestrian Tunnel

12. **NEXT MEETING AGENDA ITEMS**

Items are undetermined at this point.

13. **NEXT MEETING ATTENDANCE PLANS**

None

14. **ADJOURNMENT:**

MOTION: Ed Hedges made a motion to adjourn the meeting
SECOND: Jean Swingle
DISCUSSION: None
VOTE: Unanimous

Charlene Arneson adjourned the meeting at 6:45 pm.

ATTEST:

Naelene Matsumiya
City Clerk

Charlene Ameson
Commission Chairperson

THE CITY OF WHITTIER

Gateway to Western Prince William Sound

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

PLANNING COMMISSION
REGULAR MEETING
WEDNESDAY, April 3, 2019
COUNCIL CHAMBERS
PUBLIC SAFETY BLDG
6:00 p.m.

MINUTES

1. **CALL TO ORDER**
   Charlene Arneson called the meeting to order at 6:00 pm.

2. **ROLL CALL**
   Commission members present: Charlene Arneson, Lindsey Erk, Ed Hedges, Jean Swingle and Dyanna Pratt

   ADMINISTRATION PRESENT
   Annie Reeves, Assistant City Manager, Scott Korbe, Public Works Director, Naelene Matsumiya, City Clerk and Katie Velsaco, Office Assistant

   PUBLIC PRESENT
   Gwen Granger and Derick Anyosa

3. **APPROVAL OF REGULAR MEETING AGENDA**
   MOTION: Jean Swingle made a motion to approve the April 3, 2019, Regular Meeting Agenda with amendments.
   SECOND: Charlene Arneson
   DISCUSSION: Amend "Special Meeting" to "Regular Meeting" on item 4
   VOTE: Unanimous

4. **APPROVAL OF MINUTES**
   MOTION: Lindsey Erk made a motion to approve the Regular Meeting Minutes of October 3, 2018 with amendments. Amend "Special Meeting" to "Regular Meeting"
   SECOND: Ed Hedges
   DISCUSSION: None
   VOTE: Unanimous

5. **UNFINISHED BUSINESS**:

A. **Hazard Mitigation Plan**
Naelene Matsumiya updated the Commission and stated that the City Manager has started conversations about the plan with Rick Dembrovski.

6. **NEW BUSINESS**

A. **Introduction WSU/Campground Plat**
Annie Reeves described the WSU lots and clarified that all that needs to be done is approving the boundary of the lot. She stated the platting obligations and guidelines have yet to be fulfilled and the City is looking to finalize the survey. She continued and said she had spoken to both Jim Barnett of Passage Canal Development and Doug Stevens of the Alaska Railroad.

Scott Korbe gave a brief description of the plat as well as the plat's history.

Commission consented on a Public Hearing at the next Regular Meeting. (May 1, 2019)

8. **CORRESPONDENCE**
None

9. **PUBLIC COMMENT**
None

10. **COMMISSION COMMENTS**
None

11. **NEXT MEETING AGENDA ITEMS:**
Public Hearing

12. **NEXT MEETING ATTENDANCE PLANS**: May 1, 2019
MOTION: Lindsey Erk made a motion to adjourn the meeting.
SECOND: Ed Hedges
VOTE: Unanimous

13. **ADJOURNMENT:** Charlene Arneson adjourned the meeting at 6:18 pm.

ATTEST:

Naelene Matsumiya
City Clerk

Charlene Arneson
Commission Chairperson

CITY OF WHITTIER
RESOLUTION #18-2019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, STATING THE RATE OF LEVY, DATE OF EQUALIZATION AND DATE WHEN TAXES BECOME DELINQUENT FOR THE 2019 TAX ROLE

WHEREAS, AS 29.45.240 (a) requires that the council adjust the rate of levy, date of equalization and date when taxes become delinquent as established by resolution;

NOW THEREFORE, the Whittier City Council resolves;

Section 1: There shall be levied on all taxable property within the City a property tax at the rate of 8.0 mills. The tax shall be levied and collected in accordance with AS 29.45 and WMC 3.12.

Section 2: The Board of Equalization shall meet on Tuesday, May 21st, 2019 at the Council Chambers located in the Public Safety Building on Whittier Street commencing at 6:00 pm.

Section 3: The property taxes are delinquent if not paid by 5:00 pm October 31, 2019.

PASSED AND APPROVED by a duly constituted quorum of the City Council for the City of Whittier, Alaska on this 21st day of May 2019.

Introduced By: **Jim Hunt**
Introduction Date: **21 May 2019**

ATTEST:

Naelene Matsumiya
City Clerk

Daniel Blair
Mayor

Ayes:
Nays:
Absent:
Abstain:

CITY OF WHITTIER, ALASKA
RESOLUTION #19-2019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, APPROVING THE AMENDED AND RESTATED CITY MANAGER EMPLOYMENT AGREEMENT

WHEREAS, the Whittier City Council has previously appointed Jim Hunt the Interim City Manager; and

WHEREAS, the Whittier City Council has found Jim Hunt's performance as Interim City Manager to be satisfactory and has decided to appoint him as the permanent City Manager for a term of three years; and

WHEREAS, an agreement titled "Amended and Restated City Manager Employment Agreement" has been reached that memorializes the terms under which the City of Whittier agrees to employ Jim Hunt as its permanent City Manager; and

WHEREAS, it is in the public interest to approve this agreement with Jim Hunt making him the permanent City Manager.

THE WHITTIER CITY COUNCIL RESOLVES:

Section 1. The form and content of the "Amended and Restated City Manager Employment Agreement" (attached hereto as Exhibit A) between the City of Whittier and Jim Hunt that is now before this meeting is in all respects authorized, approved and confirmed by this resolution, and the City Mayor hereby is authorized, empowered and directed to execute and deliver the Agreement on behalf of the City, in substantially the form and content now before this meeting, but with such changes, modifications, additions and deletions therein as he shall deem necessary, desirable or appropriate, the execution thereof to constitute conclusive evidence of approval of any and all changes, modifications, additions or deletions therein from the form and content of said document now before this meeting, and from and after the execution and delivery of said document, the City Mayor hereby is authorized, empowered and directed to do all acts and things and to execute all documents as may be necessary to carry out and comply with the provisions of the Agreement as executed.

Section 2. This resolution shall be effective immediately upon adoption.

PASSED AND APPROVED by a duly constituted quorum of the Whittier City Council on this ___day of May, 2019.

Introduced by: Holly Wells

Daniel Blair
MAYOR

ATTEST:

Naelene Matsumiya
CITY CLERK

Ayes:
Nays:
Absent:
Abstain:

AMENDED AND RESTATED CITY MANAGER EMPLOYMENT AGREEMENT

This FIRST AMENDED AND RESTATED CITY MANAGER EMPLOYMENT AGREEMENT ("Amended Agreement 1") modifies the initial City Manager Employment Agreement ("Agreement") entered into between City of Whittier ("City") and James Hunt ("Manager"), effective retroactive to January 1, 2019. The provisions of this Amended Agreement 1 shall prevail over any conflicting provisions of the Agreement and/or prior Amendments.

NOW, THEREFORE, in consideration of the mutual covenants contained in this Amended Agreement 1, the City of Whittier agrees to continue to employ Manager as its City Manager under the terms and conditions set forth below:

Section 1. Duties of Manager.

A. Scope of Duties. Manager shall be employed by City as, and hold the title of, "City Manager" of the City of Whittier. Manager shall serve at the pleasure of, and report directly to, the Whittier City Council ("Council"). Manager shall perform all duties and discharge all responsibilities of that position as prescribed by the laws of the State of Alaska and the Whittier City Code, all as may be amended from time to time, and as established by the Council from time to time. Manager shall maintain residency in the City of Whittier during the entire term of this Agreement.

B. Confidentiality. Manager recognizes that the he will receive and have access to information of a confidential nature. Manager agrees any confidential information obtained as a result of the City Manager position will be maintained as confidential to the extent authorized by law.

Section 2. Compensation and Benefits of Manager.

A. Salary. Manager shall receive an annualized salary of $140,000.00 during the term of this Agreement, payable in regular installments at the time other City employees are paid, or as otherwise agreed upon between the parties in writing. All compensation paid to Manager shall be subject to required employment deductions, taxes, and contributions.

B. Exempt Status. Manager acknowledges that the position of Manager is exempt from the overtime requirements of state and federal wage and hour laws and as such, Manager is expected to work the hours necessary to accomplish the goals and requirements of the position.

C. Retirement Benefits. Manager shall be enrolled in the Alaska Public Employees Retirement System (PERS) during the term of this Agreement, so long as the City participates in the System.

D. Health and Welfare Benefits. Manager shall receive group medical and dental insurance coverage as provided to the employees of City, including coverage for family members, subject to the requirements of the applicable plan. The City agrees to cover fifty percent of the plan's premium cost for enrollment of Manager's spouse in the City's plan.

E. Paid Leave. At the time of appointment, and annually thereafter during the term of this Agreement, Manager shall receive an allotment of one hundred sixty (160) hours of accrued paid leave for use for personal absences, vacation, and sick leave. Manager shall not accrue leave as prescribed in WMC 2.70.535 *et seq.* Manager shall complete a request prior to taking leave, which shall be reviewed and signed by either the Mayor or Vice Mayor. Manager shall keep the Council generally apprised of planned absences; leave exceeding five (5) consecutive days in duration must be approved by the Council. Upon employment separation, including expiration of this Agreement, Manager shall receive payment for all accrued, unused leave, in accordance with City policy and practices, so long as Manager is in compliance with this Agreement. Any payment of accrued unused paid leave shall be subject to all deductions, taxes and contributions required by law.

F. Travel, Meetings, and Professional Development Expenses. Manager shall receive reimbursement from City for reasonable lodging and meal expenses while travelling out-of-town for meetings or professional development in the interests of the City, specifically to include two AML Conferences, and any other events as may be approved by the Council. City shall pay for professional dues for ICMA membership, and other subscriptions or dues for participation in national, regional, state, and local associations and organizations for the Manager's continued professional growth and advancement, as may be approved by the Council.

G. Vehicle Allowance. Manager shall receive a monthly payment of two hundred and 00/100 dollars ($200.00) for Manager's use of a personal automobile for business use beginning December 2018. The Vehicle Allowance shall be subject to all required federal, state and local withholding.

Section 3. Term And Termination.

A. Term. The term of Manager's employment under this Agreement shall begin on the Effective Date, and unless extended in writing, or sooner terminated as provided herein, for three (3) years from such date. The City and Manager shall advise the other party of their intent to seek negotiation of a renewal or extension of this Agreement, no later than sixty (60) days before the expiration of this Agreement.

B. Termination. Manager's employment under this Agreement is terminable at will and at any time by City, without any notice of any kind whatsoever, with or without cause, it being expressly and explicitly understood and agreed by Manager that he holds the position of City Manager and serves as City Manager at the will of the Council. Manager acknowledges that any action by the Council in connection with terminating Manager's employment under this Agreement is not subject to any administrative or grievance procedure, and Manager hereby waives the benefit of any right to notice, pre-

or post- termination hearing or any other procedure that may now or hereafter apply to any such action by the Council or be available to other City employees.

C. Termination for Cause. Manager may be terminated "for cause," including but not necessarily limited to, the City's good faith determination that Manager has: (a) engaged in any form of dishonesty, criminal conduct, unethical conduct, or conduct involving moral turpitude connected with, or affecting his employment with the City; (b) refused to comply with, or carry out, an appropriate action of the Council approved through a duly authorized vote or resolution; (c) engaged in a material breach of his obligations under this Agreement; or (d) engaged in any act or omission that constitutes just cause for termination under the laws of the State of Alaska. In the event that the City terminates Manager for cause, Manager shall be paid his monthly salary prorated down to his final work day, and no further compensation.

D. Resignation. Manager shall provide City with written notice of his resignation no less than thirty (30) days prior to the effective date of his resignation. Manager will remain on site and in service for the notice period. At its option, the City may pay salary in lieu of service through the effective resignation date, but on no account shall Manager receive compensation in lieu of service for a period longer than thirty (30) days regardless to the length of notice provided by Manager. If Manager resigns without providing such notice, then Manager shall forfeit all benefits which Manager otherwise would have been entitled to receive upon resignation or expiration of this Agreement, including payment of unused accrued leave.

E. Severance. In the event the City terminates Manager's employment under this Agreement without cause, City shall pay Manager a lump sum severance, equal to four (4) months' salary, less applicable deductions and withholding. Manager shall be required to execute and not revoke a general waiver and release of employment-related claims as a pre-condition of receiving such severance payment.

Section 4. Other Employment.

It is recognized that Manager must devote a great deal of time outside normal office hours to business of the City. Normal work hours in a regular workweek hereunder shall be construed to mean Monday through Friday, an 8-hour period between 7:00 a.m. and 6:00 p.m. Manager shall not take nor undertake employment with any other person, entity or business, without prior approval of the City Council.

Section 5. Indemnification by City.

The City shall indemnify, hold harmless and defend Manager against all claims and liability which may result from any claim, action or suit by person based upon alleged injury to or death of a person or alleged loss of or damage to property that may occur or that may be alleged to have been caused by Manager in the course of performance of his official duties during the duration of his employment with City under this Agreement, *provided, however*, that City shall not be obliged to indemnify, hold

harmless or defend Manager against any such claim that was caused by Manager while acting outside the course of performing his official duties, or from any false, deceptive, dishonest or criminal act or omission under the laws and regulations of the United States of America, the State of Alaska and/or any political subdivision thereof.

Section 6. General Provisions.

Any controversy or claim arising out of or related to this Agreement or the breach thereof shall be governed by the laws of the State of Alaska, and the City of Whittier, Alaska, and the venue for any legal proceedings thereon shall be the Superior Court for the State of Alaska, Third Judicial District.

This Amended at Restated Agreement supersedes all prior oral or written agreements, if any, between Manager and City, and constitutes the entire agreement between Manager and City and approved by the Council.

IN WITNESS WHEREOF the City of Whittier has caused this Amended and Restated Agreement to be signed and executed on its behalf by its Mayor, and duly attested by its City Clerk, and James Hunt has signed and executed this agreement for and on behalf of himself, both in duplicate, as of the day and year first above written.

CITY OF WHITTIER	CITY MANAGER
_____	_____
Daniel Blair, Mayor	James Hunt

ATTEST:

_____

City Clerk

CITY OF WHITTIER, ALASKA
RESOLUTION 20-2019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, AUTHORIZING THE CITY MANAGER TO SELL THE SURPLUS MUNICIPAL REAL PROPERTY KNOWN AS THE P-12 BUILDING TO WHITTIER SEAFOOD.

WHEREAS, Chapter 3.36 of the Whittier Municipal Code (WMC) sets forth the procedure for disposing of real property deemed no longer needed for municipal purposes; and

WHEREAS, the City identified the P-12 Building as surplus real property; and

WHEREAS, Whittier Seafood has leased the building known as P-12 and made considerable upgrades to the building; and

WHEREAS, Whittier Seafood was offered, and has exercised, a right of first refusal for the purchase of the P-12 Building; and

WHEREAS, the City has complied with the provisions set forth in Chapter 3.36; and

WHEREAS, Whittier Seafood has made an offer of $850,000 for the purchase of the P-12 Building and the City Manager has recommended to City Council that accepting the offer is in the City's best interest; and

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Whittier, Alaska, authorizes the City Manager to contract for the sale of Whittier Seafood for the purchase price of $850,000; of which the sale contract should include any other provisions deemed necessary and appropriate to safeguard life and property in the area in, and around, the P-12 Building.

PASSED AND APPROVED by a duly constituted quorum of the Whittier City Council on this 21st day of May 2019.

Introduced by: **Jim Hunt**
Introduction date: **21 May, 2019**

ATTEST:

Naelene Matsumiya
City Clerk

Dan Blair
Mayor

Ayes:
Nays:
Absent:
Abstain:

CITY OF WHITTIER, ALASKA
RESOLUTION #21-2019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA CONSENTING TO THE ASSIGNMENT OF THE LEASE AGREEMENT FOR LOT 1, WITHIN AREA A OF THE WHITTIER TRIANGLE BUSINESS AREA FROM DONALD C. AND MARGARET T. VARLAMOS D/B/A VARLY'S WHITTIER DELIGHTS TO WHITTIER LODGING, LLC, AND AUTHORIZING THE CITY MANAGER TO EXECUTE CONSENT DOCUMENTS

WHEREAS, the City of Whittier, Alaska ("City"), as landlord, and Donald C. and Margaret T. Varlamos, d/b/a Varly's Whittier Delights, as tenant, are parties to the Lease Agreement, Whittier Triangle Business Area, June 10, 2009, for Lot 1 of the Whittier Triangle Business Area ("Lease Agreement"); and

WHEREAS, Donald C. and Margaret T. Varlamos, d/b/a Varly's Whittier Delights, desire to assign all their rights, titles, and interests in the Lease Agreement to Whittier Lodging, LLC.; and

WHEREAS, Whittier Lodging, LLC, has expressed their intent to be bound by the terms of the Lease Agreement, the terms of which are consistent with Whittier Municipal Code; and

WHEREAS, Whittier Municipal Code 3.36.340 requires that all leases must provide that a lessee may assign its lease only upon the City's written approval; and

WHEREAS, it is in the City's best interest to consent to the assignment of the Lease Agreement from Donald C. and Margaret T. Varlamos, d/b/a Varley's Whittier Delights, to Whittier Lodging, LLC.

NOW, THEREFORE, THE WHITTIER CITY COUNCIL RESOLVES:

Section 1. The City hereby consents to the assignment of the Lease Agreement from Donald C. and Margaret T. Varlamos, d/b/a Varley's Whittier Delights, to Whittier Lodging, LLC. The City Manager is authorized and directed to execute all documents necessary to effect this consent.

Section 2. This resolution shall take effect immediately upon adoption.

PASSED AND APPROVED by a duly constituted quorum of the Whittier City Council on this ___ day of May, 2019.

_____
Daniel Blair
Mayor

ATTEST:

_____

Naelene Matsumiya
City Clerk

Introduced by: City Administration

Ayes:
Nays:
Absent:
Abstain:

ASSIGNMENT OF LEASE
LOT 1 WITHIN "AREA A"
WHITTIER TRIANGLE SUBDIVISION
WHITTIER, AK 99693

This assignment is entered into between DONALD C. AND MARGARET T. VARLAMOS, d/b/a VARLEY'S WHITTIER DELIGHTS, whose mailing address is 12010 Forelands Circle, Anchorage, AK, 99515 ("Assignors") and WHITTIER LODGING, LLC, whose mailing address is 3351 Arctic Blvd., Anchorage, AK, 99503 ("Assignee").

Assignor does hereby assign, warrant, and transfer all of Assignor's right, title and interest in and to the Lease Agreement, Whittier Triangle Business Area, dated December 20, 2018 ("Lease Agreement"), with the City of Whittier ("Lessor"), covering the following-described property:

> Lot 1 containing approximately 3,000 square feet within "Area A" according to the Whittier Small Boat Harbor & Vicinity Lease Map, filed as Plat 88-64, Anchorage Recording District, Third Judicial District, State of Alaska. Said lot is more particularly described in Exhibit "A" attached hereto.

Assignee agrees to and accepts the assignment and assumes and agrees to keep, perform and fulfill all of the terms, covenants, conditions and obligations otherwise required to be kept by Assignor under the Lease Agreement that arise on and after the effective date of this assignment, for the remainder of the term of the Lease Agreement.

This assignment is effective as of the date of the Lessor's consent.

IN WITNESS WHEREOF, the Assignor and Assignee have agreed this _____ day of _____, 2019.

ASSIGNORS:	ASSIGNEES:
_____	_____
Donald C. Varlamos Swiftwater Seafoods	Todd Perez Whittier Lodging, LLC.
_____	_____
Margaret T. Varlamos Swiftwater Seafoods	Sloan Unwin Whittier Lodging, LLC.

STATE OF ALASKA)
) ss.
THIRD JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this _____ day of _____, 2019 by Donald C. and Margaret T. Varlamos d/b/a Swiftwater Seafoods, an Alaska corporation, on behalf of the corporation.

_____
Notary Public in and For the State of Alaska
My Commission Expires: _____

STATE OF ALASKA)
) ss.
THIRD JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this _____ day of _____, 2019, by Todd Perez, d/b/a Whittier Lodging, LLC, an Alaska corporation, on behalf of the corporation.

_____
Notary Public in and For the State of Alaska
My Commission Expires: _____

STATE OF ALASKA)
) ss.
THIRD JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this _____ day of _____, 2019, by Sloan Unwin, d/b/a Whittier Lodging, LLC, an Alaska corporation, on behalf of the corporation.

_____
Notary Public in and For the State of Alaska
My Commission Expires: _____

CONSENT TO ASSIGNMENT OF LEASE
LOT 1 WITHIN "AREA A"
WHITTIER TRIANGLE SUBDIVISION
WHITTIER, AK 99693

The City of Whittier, as Lessor under the above noted Lease Agreement, Whittier Triangle Subdivision, dated December 20, 2018, hereby consents to the assignment of the Lease Agreement by DONALD C. AND MARGARET T. VARLAMOS, d/b/a VARLEY'S WHITTIER DELIGHTS, whose mailing address is 12010 Forelands Circle, Anchorage, AK, 99515 ("Assignor") to WHITTIER LODGING, LLC, whose mailing address is 3351 Arctic Blvd., Anchorage, AK, 99503 ("Assignee"). This consent shall not release Assignor from any obligations that may have arisen or accrued or be based on events which occurred before the assignment.

Except as otherwise expressly stated herein, nothing in this consent to assignment is intended to amend or alter any of the terms and conditions of the Lease Agreement or any amendments thereto previously executed by Lessor and Assignor, or any predecessor in interest to either of them, all of which terms and conditions remain in full force and effect.

Assignee has made certain representations and warranties to Lessor regarding its financial position. Any representation or warranty made by Assignee orally or in any document or certificate furnished to Lessor in connection herewith which is untrue in any material respect as of the date on which made shall be an event of default for which the Lessor may terminate the Lease Agreement. Nothing in this consent is to be construed as a consent by Lessor to any subsequent assignment.

IN WITNESS WHEREOF, the Lessor has consented this _____ day of _____, 2019.

LESSOR:
City of Whittier

_____
By: Jim Hunt
Title: City Manager

STATE OF ALASKA)
) ss.
THIRD JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this _____ day of _____, 2019, by Jim Hunt, the Interim City Manager of the City of Whittier, an Alaska municipal corporation.

_____
Notary Public in and For the State of Alaska
My Commission Expires: _____