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, APRIL 21, 2020
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. March 17, 2020 Regular Meeting Minutes
   B. March 25, 2020 Emergency Special 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

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**
    Appointment of Mike Bender – Regional Citizens' Advisory Council

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

12. **PRESENTATIONS**
    None

13. ORDINANCE

A. Emergency Ordinance 2020-02 – An Emergency Ordinance Ratifying The City Manager's Revisions To The Emergency Covid-19 Rules In Emergency Order 2020-02 And Renewing The City's Declaration Of A Local And State-Wide Emergency Arising From The Outbreak Of Covid-19

14. RESOLUTIONS

A. Resolution #10-2020- A Resolution of The City Council of The City of Whittier, Alaska, Authorizing Funding in an Amount Not to Exceed $170,000 for the Purpose of Design and Specifications for a New Public Park and Amenities, And Appropriating Funds

B. Resolution #15-2020- A Resolution of The City Council of The City of Whittier, Alaska, Authorizing the purchase of MSA SCBA Airpacks from Arctic Fire & Safety in the amount of $45,237.50

15. EXECUTIVE SESSION

None

16. UNFINISHED BUSINESS

A. Harbor Phase 3 Construction

17. NEW BUSINESS

None

18. COUNCIL DISCUSSION

19. CITIZEN'S DISCUSSION

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

21. ADJOURNMENT

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WHITTIER CITY COUNCIL
REGULAR MEETING
TUESDAY MARCH 17, 2020
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:** Peter Denmark, David Pinquoch, Victor Shen, Debra Hicks, Tom Wagner, and Dave Dickason.

   MOTION: Peter Denmark made a motion to excuse Monty Irvin from tonight's meeting.
   SECOND: David Pinquoch
   DISCUSSION: None
   VOTE: Motion passed unanimously

   B. **Administration Present:**
   Jim Hunt, City Manager
   Naelene Matsumiya, City Clerk
   Kristin Erchinger, Finance Director
   Scott Korbe. Director of Public Works
   Andre Achee, Police Chief
   Amy Pantaleon, Office Assistant

Others Present: Kelly Bender and Mike Bender

4. **APPROVAL OF MINUTES**
   February 18, 2020 Regular Meeting Minutes

   MOTION: Victor Shen made a motion to approve the minutes as they are.
   SECOND: Debra Hicks
   DISCUSSION: None
   VOTE: Motion passed unanimously

5. APPROVAL OF THE REGULAR MEETING AGENDA

MOTION: Tom Wagner made a motion to approve the Regular Meeting Agenda as is.
SECOND: Debra Hicks
DISCUSSION: None
VOTE: Motion passed unanimously.

6. MAYOR'S REPORT

A. Mayor Report

Dave Dickason gave an update on the COVID-19 situation. Various Council Members shared their thoughts with the Mayor and the City Manager. Dave also mentioned the new City website and gave an update on the Harbormaster status.

B. Vice Mayor Report

Peter Denmark reiterated the COVID-19 situation and ways it will affect the community and tourism. He spoke about the City's finances and what to expect during these times. Offered several ideas in terms of public postings and notifications. Suggested limiting City spending. Discussion ensued.

7. MANAGER'S REPORT

A. City Manager and Director Reports- Jim Hunt

Jim reported on the public closure of the City Offices, reassured that business is still operational. He mentioned that in the coming days, an emergency ordinance will be presented to the Council to declare a state of Emergency for the City of Whittier that will entail specific protocols surrounding COVID-19.

Andre Achee spoke to the Council about his department, specifically the EMS department, during this time. Updated the Council on cases in Alaska. Council discussed with Andre for some time.

8. COMMISSION/COMMITTEE REPORTS

A. Planning Commission

Nothing New to report

B. Port & Harbor Commission

Dave Dickason gave a report on behalf of Greg Clifford on the Port and Harbor Commission.

C. Parks & Recreation Committee

Dave reported on the postponing of the Committee meeting due to the virus.

D. Whittier Community School

Dave Gave the Whittier Community School report on behalf of Tim Wieland. Mentioned the following: City Gym and School shut down, breakfast still being served to students, PSAT

E. Prince William Sound Aquaculture Corp.

Nothing new to report

F. Regional Citizen's Advisory Council

Mike Bender spoke about Hilcorp.

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

10. APPROVAL OF CONSENT CALENDAR
None

11. PUBLIC HEARINGS (NON-ORDINANCE)
None

12. PRESENTATIONS
Kelly Bender
Kelly Bender gave a presentation the Visitors Center for Whittier.

13. ORDINANCES
None

14. RESOLUTIONS

A. Res. #09-2020 – 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 2020 Tax Role

MOTION: Debra Hicks made a motion to adopt Res. #09-2020
SECOND: Tom Wagner
DISCUSSION: None
VOTE: Motion passed unanimously

B. Res. #10-2020 – A Resolution of The City Council of The City of Whittier, Alaska, Authorizing Funding in an Amount Not to Exceed $170,000 for the Purpose of Design and Specifications for a New Public Park and Amenities, And Appropriating Funds

MOTION: Debra Hicks made a motion to adopt Res. #10-2020
SECOND: Tom Wagner
DISCUSSION: Council discussed the resolution at length and agreed to postpone until next regular meeting.
VOTE: No vote was taken. Original motion to adopt died.

MOTION: David Pinquoch made a motion to postpone Res. #10-2020 until the next regular meeting
SECOND: Victor Shen
DISCUSSION: None
VOTE: Motion passed unanimously

C. Res. #11-2020 – A Resolution of The City Council of The City of Whittier, Alaska, Establishing a Policy of Utilizing Fund Balance Classifications in the General Fund Consistent with Governmental Accounting Standards Board Statement No. 54

MOTION: Victor Shen made a motion to adopt Res. #11-2020
SECOND: Debra Hicks
DISCUSSION: Kris explained the contents of the resolution. Council discussed the need for

clarification with Kris. Discussion ensued. Council asked to postpone resolution until next worksession
VOTE: Not vote was taken. Original Motion to adopt died.

MOTION: Peter Denmark made a motion to postpone resolution to a Worksession
SECOND: David Pinquoch
DISCUSSION: None
VOTE: Motion passed unanimously.

D. Res. #12-2020 – A Resolution of the City Council of the City of Whitter, Alaska, to Adopt the City of Whittier Personnel Policy and Procedures Manual

MOTION: Victor Shen made a motion to adopt Res. #12-2020 with amendments
SECOND: Tom Wagner
DISCUSSION: Council recommended some language amendments. Maker of the motion obliged to the adoption with amendments.
VOTE: Motion passed unanimously

E. Res. #13-2020 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Authorizing The City Manager To Sole Source The Purchase Of A Hitachi Zw330 Loader And Attachments For The Public Works Department At A Cost Lower Than The Government Bid Contract For A Comparable Loader, In An Amount Not To Exceed $303,500 For The Loader And $4,517 For The Attachments

MOTION: Victor Shen made a motion to adopt Res. #13-2020
SECOND: Debra Hicks
DISCUSSION: Scott explained the resolution to the Council. Stated this will be a good back-up machine as machine currently being used is aging. Various members discussed funding and CPV funds. Council continued discussion for a while.
VOTE: Motion passed unanimously

15. EXECUTIVE SESSION
None

16. UNFINISHED BUSINESS
A. Harbor Phase 3 Construction
Item was not discussed

17. NEW BUSINESS
None

18. COUNCIL DISCUSSION
Council Discussed the following:
Spreadsheet for usage of cruise ship funds
COVID-19
Lease Transfer
Local radio station
Shotgun Cove road construction
Dining services

19. CITIZEN'S DISCUSSION

Mike Bender asked payment regarding water/wastewater

Scott updated the Council of the Harbor transformer. Announced that his department will continue to provide services.

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

Council responded.

21. ADJOURNMENT

Council adjourned the meeting at 9:09 pm

ATTEST:

Naelene Matsumiya **City Clerk**	**Dave Dickason** **Mayor**

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WHITTIER CITY COUNCIL
EMERGENCY SPECIAL MEETING
WEDNESDAY, MARCH 25, 2020
6:00 PM
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING

MINUTES

1. CALL TO ORDER
Mayor Dave Dickason called the meeting to order at 6:03 p.m.

2. OPENING CEREMONY
Mayor Dave Dickason led the Pledge of Allegiance.

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

B. Administration Present:
Jim Hunt, City Manager
Naelene Matsumiya, City Clerk,
Kris Erchinger, Finance Director
Scott Korbe, Public Works Director
Andre Achee, Interim Chief of Police
Holly Wells, City Attorney

Others present: Paul Mueller, David McCourtney, and Cathy McCord

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

5. PROCLAMATION
A. City of Whittier, Alaska City Manager proclamation of Emergency and Emergency Order 2020-01

Jim read the Proclamation to the Council.

6. ORDINANCES
(Emergency Ordinance)

A. Emergency Ord. #01-2020 – An Emergency Ordinance Ratifying The City Manager's Proclamation Of A Local Emergency And Acknowledgement Of The State-Declared Emergency Resulting From The Outbreak Of COVID-19 In Alaska; Activating The City's Emergency Disaster Plans And Laws; And Temporarily Suspending And/Or Modifying Various Sections Of The Whittier Municipal Code And City Of Whittier Procedures Regarding Public Meetings Notice And Scheduling, Personnel, Procurement, And Code Enforcement In Order To Protect And Preserve The Health, Safety, And Welfare Of The Whittier Community During A State And Local Public Health Emergency Resulting From COVID-19

Seeing no one for public testimony, Council moved to approve

MOTION: Monty Irvin made a motion to approve Emergency Ordinance #01-2020.
SECOND: Debra Hicks
DISCUSSION: Jim and Holly spoke about the Ordinance and answered questions from the Dias.
VOTE: Passed unanimously

7. RESOLUTIONS

A. Resolution #14-2020- A Resolution Of The City Council Of The City Of Whittier, Alaska Ratifying Temporary Emergency Operation Rules And Procedures Implemented By The City Manager In Response To The COVID-19 Public Health Emergency

MOTION: Debra Hicks made a motion to adopt Res. #14-2020
SECOND: Tom Wagner
DISCUSSION: Jim and Holly explained the resolution to the Council. Cathy and Paul took turns explaining their company's efforts during COVID-19 and indicated to the Council what to expect in the coming months. Council discussed the resolution further.
VOTE: Motion passed unanimously

8. COUNCIL DISCUSSION
Holly apologized for not being able to attend the meeting as she is self-isolating after a trip.

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 7:42 p.m.

ATTEST:

Naelene Matsumiya
City Clerk

Dave Dickason
Mayor

Memo

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

Meetings Attended:

- Emergency Meeting March 25th, 6:00 PM
- GBOS Zoom Meeting Thursday, April 2nd, 7:00 PM
- Other meetings were cancelled due to COVID-19 restrictions

Upcoming Schedule:

- P&Z Meeting: Wednesday, May 6th - 6:00 PM (Tentative)
- Port & Harbor Meeting: Thursday, May 7th - 6:00 PM (Tentative)
- Prince William Sound Stewardship Foundation 2nd Annual Symposium: Monday, May 18th 10:00 AM – 8:00 PM (Tentative)
- Parks & Rec Meeting: Tuesday, May 19th - 6:00 PM (Tentative)
- Next Regular Meeting: Tuesday, May 19th – 7:00 PM (Tentative)

Recently Accomplished Goals:

- Visitor Information Center RFP Issued and Awarded

Follow-up:

- Budget Review Schedule
- Harbor Infrastructure Grant Application
- Determine Future Status of Remaining City-owned Condominiums
- City Beautification Plan for 2020

Open Goals:

Short Term:

- Community Park Engineering Funding
- Determine Funding for Final Harbor Construction Phase
- Policies and Procedures / Code Update: Reverse previous resolution

Mid Term:

- DOD Tank-Farm Land Transfer Schedule and Funding: 58 Acres
- Lease Standardization & Enforcement: Some enforcement currently taking place.
- Future Land-use Development Plan

Long Term:

- Shotgun Cove Road Extension: Next construction phase in 2021.
- Head of Bay Development: COE signed off on project and they are now pursuing funding for the engineered design.
- Buckner Building: Environmental Remediation.

City Manager Report, April 2020

Your city staff has worked three weeks straight. Including weekends.
Working with PWS economic development. A new director has been hired.
Continuous communication with state and federal representatives regarding COVID-19
We are registered with FEMA for reimbursement for local funds expended on the pandemic
We are drafting Mutual Aid Agreements for local employers to ensure the safety of their, and our employees.
Have been communicating with lobbyists on a continuous basis.
We are working with the State in preparation to apply for CPV funds that are in the Supplemental Budget.
Have been managing our message to media that want interviews. We are very selective.
Developed a good line of communication with Tommy Sheridan, CEO of Prince William Sound Aquaculture Corporation
Established good communication with EAT Interim CEO, Paul Mueller
Army Corps has requested the City sign an obligation note to raise our financial commitment/share for the breakwater from $1.8 ish to over $4 million dollars due to possible contaminants in the dredge spoils. I am in discussion with our federal lobbyist as a conundrum exists. We are getting close to having the Corps convey the tank farm to us. Our city attorney is rewriting the draft agreement the Corps sent us. The known and possible unknown level of contaminants in the water/future dredge spoils came from the tank farm. Conversations continue.
Public Works has been doing yeoman work preparing for spring and is working to reestablish water service across the bridge as it has proven difficult to warm the existing pipe.
We continue to process State of Alaska paperwork/forms related to Earthquake repairs
Some staff is in rotation for in-office / work from home for the near term
Installed directory signage in Public Safety Building, crafted by Brenda Tolman
Information Sheets in relation to COVID-19 distributed at the tunnel

Assistant City Manager Report, April 2020

April's March Council Report

1. COVID-19 Mitigation
   a. Communication Strategy
      i. Messaging
      ii. Creating flyers/signs
      iii. Updating website/social media
   b. Community Signage
      i. Coordinating with staff
      ii. Execution of plan
   c. Personnel
      i. Research, development, and implementation of first responder/essential worker policy and procedures for COVID-19
      ii. How to comply with state/federal mandates
   1. Workers' Compensation
   2. Sick leave
      iii. Change in work schedules to comply with social distancing
      iv. Training platform set-up for work-from-home options for hourly employees
      v. Answering questions

vi. Help onboarding new harbormaster
vii. Helping and supporting Public Safety work through COVID-19 challenges

d. Research
   i. Reading latest federal and state mandates
   ii. Working with Holly to understand their impact
   iii. Applying mandates to Whittier

e. Meetings/Phone Calls/Texts
   i. BTI
   ii. Inn at Whittier
   iii. Whittier Clinic
   iv. Staff
   v. Attorneys
   vi. Council members
   vii. Community Members

f. Mutual Aid Agreements – for businesses operating during this time (worked with Holly)

Harbormaster's Report, April 2020

Administration:

- Working alternating schedules as a result of government mandates irt COVID-19
- ACS to install a Point to Point WiFi connection to the launch ramp McKay Kiosk and the main harbor building, current system is 5+ years old and inoperable.
- ACS to build standalone computer for Quick books/E cloud/Scribbles Marine Management to live on instead of the Harbormasters computer. This will enhance operations and increase computer security.
- Emergency Action Plan (EAP) for the Harbor building has been updated as required.
- Submitted the following OSHA plans to DCM for review:
    - Harbor Emergency Action Plan
    - Respiratory Protection Program
    - HAZCOM Program
    - Blood Borne Pathogen Program
    - Fall Protection Program
    - Confined Space Entry/Recue Plan
    - Lockout/Tagout Program
- Continual monitoring of COVID-19 directives from the Federal, State and local levels and advice the harbor users as needed.
- Admin Staff continue to take advantage of online training opportunities through Target Solutions web tool.

Harbor:

- New Harbormaster reported for duty 23 March
- Day to day operational support of boat harbor
- Troubleshot and re-energized boardwalk lighting (breakers tripped)
- (Priority) Working on plan to replace/recharge all existing fire extinguishers located through-out the harbor system
- Replaced C float electrical transformer
- Seasonal start-up of travel lift
    - New battery installed

    - Cables inspected and greased
    - Fittings greased
- Discussed fish net pen replacement and install with Eric French of the Wally Noerenberg Fish Hatchery.
- Developing plan to replace waterline on G Float
- Developing plan to replace several sections of bull rail on A Float
- Conducting conditional overview of harbor assets
- Harbor skiff removed from service until steering and engine can be replaced

FINANCE MONTHLY REPORT

March Finance Monthly Report – with February PRELIMINARY financials

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This report reflects finance-related activities through the end of March. Financial Report information is provided in the packet through the end of February. All interfund transfers budgeted for 2020 have been entered and posted.

SALE OF CITY-OWNED BEGICH TOWERS UNITS

The sale of Begich Towers Unit #301 was completed for a total price of $47,000. The closings have taken place for all sold units and quitclaim deeds have been transferred to the new owners. The administration will be working with Council to develop a plan to dispose of the remaining three City-owned units (1507, 1509, 1511). We expect to save more than $1,400 per month in condo fees for these units.

COMMERCIAL PASSENGER VESSEL TAX

The City received 2019 Commercial Passenger Vessel Tax Proceeds on March 2, 2020 in the total amount of $958,385. Since those revenues pertain to activity that took place in 2019, generally accepted accounting principles require that those proceeds be reflected as revenues in 2019. Given the likely impact of the COVID19 pandemic on cruise ship operations, we can expect to see very significant – if not total -- decline in CPV revenues for 2020.

NOVEMBER EARTHQUAKE

Staff completed close-out of the first Project Worksheet related to the earthquake. PW569 for Emergency Protective Measures has been submitted for the total amount of $81,500. Additional project worksheets are being developed. Project Worksheet 0576 (Breakwater Settlement) estimates costs of $118,133; Project Worksheet 0578 (Lift Station 4/5 Settlement) estimates costs of $54,271. Additional cost estimates are being developed for remaining project worksheets (0570 Well Pump Houses; 0571 Harbor Parking Lot and Road Triangle; 0572 Dock Settlement; 0573 Sewage Treatment/Tidal Lagoon; 0574 Drain Basins/Utility Repairs; 0575 Pavilion Repairs; 0577 Kenai Street; and 0579 Water System). A site visit to Whittier for our insurance adjusters originally scheduled for April 8 but was cancelled due to weather and will be rescheduled once the snow has melted. The goal of this visit is to determine eligibility for reimbursement for certain earthquake-related damages.

ASSISTANCE TO FIREFIGHTERS GRANT

Staff obtained competitive price quotes for the purchase of SCBA replacement equipment. The City was awarded a grant from FEMA's Assistance to Firefighter's Grant in the amount of $45,714.28 with a required local match of $2,285.72, for a total project cost of $48,000. These funds will allow Fire/EMS to replace seven self-contained breathing apparatus for the fire department. The expected life of this equipment is approximately ten years. Staff may recommend that the City set aside 1/10th of the cost of the equipment toward the equipment replacement fund to forward-fund replacement of the SCBA when they reach end of life.

AUDIT PREPARATION

In preparation for the annual audit next month, Finance has completed reconciliation of investments, grants, fixed assets, and is recording year-end accruals, and has sent out all confirmation letters required for grants, bank accounts, labor-related organizations (EEOC, DOL, AOHR), investments, insurance, PERS and legal. We have received test samples from the auditors and have provided support documentation related to payroll, cash disbursements, material checks, real and personal property tax, and grant-related

purchases. This process will be ongoing for the next six weeks. The auditors are tentatively scheduled to be on-site the week of May 18, but that will depend on COVID-19 mandates in place in the coming weeks.

PERSONNEL

The City completed the PERS audit in a close-out conference on April 7. The PERS auditor will be issuing the City a "clean" audit, meaning there were no findings of non-compliance with PERS regulations. We expect to receive advice from PERS as to minor improvements we can make to job descriptions and job announcements to better clarify the classification of employees for retirement purposes. We have asked PERS to provide suggestions to address some of Whittier's more unique challenges associated with hiring seasonal and temporary employees.

We have not received a response from the Internal Revenue Service regarding the finance director's request for abatement of penalties assessed against the City for failure to file W2 and W3 Forms with the Social Security Administration in 2015. The previously unfiled Forms were submitted to the IRS and we will notify City Council when the matter has been resolved.

ANALYSIS OF PRELIMINARY FEBRUARY FINANCIALS

February financials are considered preliminary until all transactions have been posted for the month. The transaction activity for the Harbor has been recorded for February. The City does not receive much in the way of Intergovernmental Revenues or Tax revenues in the early part of the year.

General Fund Revenue

The preliminary General Fund revenues (excluding transfers-in) are at 4.6% of budget through February with actual revenues of $130,901 versus an annual budget of $2,825,575. Including transfers-in, the revenue budget is at 17.8% through February. This results from the transfers-in from other funds being recorded early in the year, including from the CPV Fund ($290,280) and from the Water/Wastewater Fund ($154,008.50). The transfer-in from the CPV Fund is for various items approved in the 2020 budget (public safety services, loader, response vehicles, parks and recreation) and the transfer-in from the Water/Wastewater Fund represents the loan approved in the 2020 budget, for one-half the cost of purchasing a loader. The loader will be available to use for the Water/Wastewater Fund but is being paid for from the General Fund over seven equal annual payments. The Transfer-In is lower than authorized in the budget by $45,991.50 based on the actual cost of the loader coming in under budget by approximately $91,000.

It is too soon to tell the impact that COVID19 will have on the City's finances. It is very likely that we can expect reductions in some General Fund revenues including sales tax (budgeted at $600,000) and business transportation tax (budgeted at $375,000). As a short-term relief measure, the City has announced that it will not be charging penalties or late fees for businesses or individuals who are late on the first and second quarter payments for leases, business transportation tax, sales tax or utility bills. The payments will become due at the end of June to allow businesses cash-flow relief. The City is renegotiating the tunnel contract for the summer, addressing the likely reduction in public safety coverage which, while

reducing revenue from the tunnel contract, will also reduce personnel costs by a like amount, resulting in a net zero impact to the budget.

General Fund Expenditures

The preliminary February financials show General Fund expenditures of $216,302 (excluding transfers-out) or 7.3% of the overall budget of $2,976,569. This number is under-estimated however, due to the entire year's inter-department support being recorded in January (it is recorded as a reduction to administration expense). An adjustment will be made to the financials going forward, spreading this support out over 1/12th of the year each month. Had that adjustment been reflected in the attached report, expenditures through February would be $371,717 or 12.8% of the annual budget, with 16.7% of the year elapsed. Departments have been asked to reduce spending where possible, to address the uncertainties associated with COVID19, on the year ahead.

Water and Wastewater Enterprise Fund

Preliminary water and wastewater revenues are at 6.8% of the budget, or $29,160 versus a budget of $428,426 at the end of February. This figure excludes transfers-in to the Fund. Transfers-in have been recorded from the General Fund ($23,340.94) representing the first of seven payments related to the loan for purchase of a loader and from the CPV Fund ($54,000) for the water well capacity study. Some larger customers terminate water service in the winter, so lower winter revenues are to be expected. Excluding Transfers-Out of $196,508.50 (to the General Fund as a loan to purchase a new loader), expenses in the Water and Wastewater Fund are at 8.6% of budget, with actual expenses of $36,001 versus annual budget of $417,817 through February.

Harbor Enterprise Fund

Harbor revenues (excluding Transfers-In from other funds) are $676,108, or 46.6% of the annual budget of $1,449,400. This reflects the fact that 2020 annual moorage fees are recorded in the beginning of the year for the entire year. The negative Waiting List Fees of <$1,350> for the year represents refunds to individuals who have made the decision to be removed from the waiting list. A transfer-in from the CPV Fund in the amount of $157,275 has been recorded, representing the annual harbor debt service payment on the new floats. On the expense side, the budget is at 12% or $291,600 through February. The bulk of the costs reflect the transfer-out of $156,000 to the General Fund for administrative costs; however, an adjustment will be made to spread that cost out equally over each month. Harbor's costs early in the year tend to be related to personnel and utilities, but also reflect emergency response and repair costs of approximately $20,000 related to the failed transformer in January.

Motor Pool Enterprise Fund

The Motor Pool Enterprise Fund was created via passage of Resolution #39-2019The purpose of this Fund is to forward-fund replacement of vehicles and heavy equipment. Through February the Fund reports transfers-in of $368,017 for the purchase of the public works loader and two police cruisers, plus revenues of $15,000 representing the second years' payment into the Fund for future replacement of public safety vehicles. The Council authorized purchase of the loader but due to COVID19, the transaction has been delayed.

CITY OF WHITTIER
CASH BALANCES ALL FUNDS

FUND	Preliminary 2/29/2020	Preliminary 12/31/2019	12/31/2018	12/31/2017
01 - General Fund				
Cash and Investments	$ 1,930,103	$ 1,997,995	$ 1,172,477	$ 2,543,401
UBS - City Reserve	318,717	318,717	307,628	303,169
UBS - Parks Reserve	42,616	42,616	41,133	40,537
UBS - Exxon Settlement	82,331	82,331	79,466	78,315
UBS - Equipment Replacement	136,773	136,773	132,011	130,032
	$ 2,510,541	$ 2,578,433	$ 1,732,715	$ 3,095,454
14 - General Fund Equipment				
Cash and Investments	$ 101,138	$ 51,138	$ 51,138	$ 51,138
UBS - Equipment Replacement	4,519	4,518	4,518	4,518
	$ 105,657	$ 55,656	$ 55,656	$ 55,656
20 - Cruise Ship Tax Fund				
Cash and Investments	$ 322,901	$ 993,465	$ 481,996	$ 113,968
UBS - CPV	347,517	347,517	336,441	332,512
	$ 670,419	$ 1,340,982	$ 818,437	$ 446,480
30 - Shotgun Cove				
Cash and Investments	$ (46,449)	$ (549,964)	$ 1,578,784	$ 318,212
31 - 2018 Earthquake				
Cash and Investments	$ (22,799)	$ (17,610)	$ -	$ -
50 - Water and Wastewater Fund				
Cash and Investments	$ 625,559	$ 768,361	$ 653,913	$ 481,550
UBS - Water/Wastewater	1,006,860	1,006,860	972,929	959,848
	$ 1,632,419	$ 1,775,221	$ 1,626,842	$ 1,441,398
51 - Small Boat Harbor				
Cash and Investments	$ 604,723	$ 481,614	$ (112,285)	$ (1,511,994)
UBS - Harbor Reserve	1,006,941	1,006,941	973,006	959,924
Harbor Bond Reserve	159,025	159,025	-	-
	$ 1,770,689	$ 1,488,555	$ 860,721	$ (552,070)
53 - Delong Dock Fund	$ 345,426	$ 347,095	$ -	$ -
60 - Motor Pool Fund	$ 398,017	$ 15,000	$ -	$ -
73 - Harbor Major Repair & Replacement Fund				
Cash and Investments	$ 429,186	$ 429,186	$ 2,369,335	$ 2,447,022
Harbor Bond Reserve	-	-	159,025	159,025
	$ 429,186	$ 429,186	$ 2,528,360	$ 2,606,047
Grand Total All Funds:	$ 7,793,106	$ 7,462,554	$ 9,201,515	$ 7,411,177

As of: 4/08/2020

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	TAXES					
01-310-4005	FISH TAX	.00	.00	95,000.00	95,000.00	.0
01-310-4006	MOTOR VEHICLE REGISTRATION	.00	.00	3,500.00	3,500.00	.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	3,500.00	3,500.00	.0
01-310-4200	SALES TAX	.00	.00	600,000.00	600,000.00	.0
01-310-4201	PROPERTY TAX - REAL	.00	.00	370,000.00	370,000.00	.0
01-310-4202	PROPERTY TAX - PERSONAL	.00	.00	280,000.00	280,000.00	.0
01-310-4205	BUSINESS TRANSPORTATION TAX	.00	.00	375,000.00	375,000.00	.0
	TOTAL TAXES	.00	.00	1,732,000.00	1,732,000.00	.0
	LICENSES & PERMITS					
01-320-4250	BUSINESS LICENSES	.00	.00	4,000.00	4,000.00	.0
01-320-4251	USER FEES & PERMITS	.00	.00	2,250.00	2,250.00	.0
01-320-4312	AMBULANCE FEES	.00	.00	5,000.00	5,000.00	.0
	TOTAL LICENSES & PERMITS	.00	.00	11,250.00	11,250.00	.0
	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	47,000.00	47,000.00	.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	.00	24,000.00	24,000.00	.0
	TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	123,500.00	123,500.00	.0
	LEASES					
01-345-4515	LEASE INCOME - CITY LAND	5,412.08	10,824.16	160,000.00	149,175.84	6.8
01-345-4525	LAND USE RENT	104.00	208.00	15,000.00	14,792.00	1.4
	TOTAL LEASES	5,516.08	11,032.16	175,000.00	163,967.84	6.3
	FINES & CITATIONS					
01-350-4261	PSD FINES & CITATIONS	.00	.00	4,500.00	4,500.00	.0
	TOTAL FINES & CITATIONS	.00	.00	4,500.00	4,500.00	.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	MISCELLANEOUS					
01-360-4099	MISCELLANEOUS REVENUE	20.00	41.50	2,500.00	2,458.50	1.7
01-360-4204	INTEREST & PENALTIES	.00	.00	2,500.00	2,500.00	.0
01-360-4271	DONATIONS - EMS/FIRE/POL	.00	50.00	.00	(50.00)	.0
01-360-4900	INTEREST ON BANK ACCOUNTS	3,534.00	7,277.47	20,000.00	12,722.53	36.4
01-360-4902	INTEREST ON ESCROW ACCOUNTS	.00	.00	1,500.00	1,500.00	.0
01-360-4914	TRANSFIELD - TUNNEL CONTRAC	.00	.00	77,825.00	77,825.00	.0
01-360-4915	GIRDWOOD-POLICE CONTRACT	56,250.00	112,500.00	675,000.00	562,500.00	16.7
	TOTAL MISCELLANEOUS	59,804.00	119,868.97	779,325.00	659,456.03	15.4
	TRANSFERS & OTHER					
01-390-4855	SURPLUS SALES	16,440.00	16,440.00	.00	(16,440.00)	.0
01-390-4990	TRANSFER IN FROM CVP FUND	.00	290,280.00	290,280.00	.00	100.0
01-390-4995	TRANSFER IN FROM WWS	.00	154,008.50	200,000.00	45,991.50	77.0
	TOTAL TRANSFERS & OTHER	16,440.00	460,728.50	490,280.00	29,551.50	94.0
	TOTAL FUND REVENUE	81,760.08	591,629.63	3,315,855.00	2,724,225.37	17.8

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	ADMIN					
01-400-6000	SALARIES & WAGES	24,707.26	49,430.86	327,399.00	277,968.14	15.1
01-400-6030	FICA TAXES	391.55	742.74	4,747.00	4,004.26	15.7
01-400-6040	WORKER'S COMP.	.00	.00	6,000.00	6,000.00	.0
01-400-6050	ESC TAXES	246.08	492.82	4,000.00	3,507.18	12.3
01-400-6060	HEALTH & LIFE INSURANCE	5,085.40	5,103.18	60,185.00	55,081.82	8.5
01-400-6070	PERS RETIREMENT	4,560.74	9,136.06	69,981.00	60,844.94	13.1
01-400-6205	ADVERTISING	.00	.00	2,500.00	2,500.00	.0
01-400-6210	B.T.I. CONDO FEES	1,325.69	1,325.69	2,000.00	674.31	66.3
01-400-6220	BANK SERVICES CHARGES	183.13	466.58	20,000.00	19,533.42	2.3
01-400-6280	DUES & SUBSCRIPTIONS	1,945.00	2,075.00	1,800.00	(275.00)	115.3
01-400-6410	INSURANCE - LIABILITY	.00	.00	11,500.00	11,500.00	.0
01-400-6440	INSURANCE - PROPERTY	.00	.00	5,000.00	5,000.00	.0
01-400-6541	PENALTIES & FEES	.00	.00	1,500.00	1,500.00	.0
01-400-6565	OUTSIDE CONTRACTORS	14.99	14.99	16,120.00	16,105.01	.1
01-400-6570	PHYSICAL EXAMS & BACKGROUND CK	.00	.00	400.00	400.00	.0
01-400-6580	POSTAGE	(146.65)	(316.10)	5,000.00	5,316.10	(6.3)
01-400-6600	PROF. FEES - AUDIT	.00	.00	38,000.00	38,000.00	.0
01-400-6610	PROF. FEES - ACCOUNTING	900.00	1,800.00	22,000.00	20,200.00	8.2
01-400-6620	PROF. FEES - APPRAISAL	.00	.00	16,000.00	16,000.00	.0
01-400-6625	PROF. FEES - FINANCIAL SOFTWAR	7,464.99	7,464.99	18,000.00	10,535.01	41.5
01-400-6635	PROF. FEES - COMPUTER SUPPORT	.00	465.73	13,000.00	12,534.27	3.6
01-400-6636	PROF FEES - WEB SITE SUPPORT	.00	.00	4,200.00	4,200.00	.0
01-400-6650	PROF. FEES - LEGAL	10,611.82	21,538.41	70,000.00	48,461.59	30.8
01-400-6675	COMPREHENSIVE PLAN	.00	1,004.62	8,000.00	6,995.38	12.6
01-400-6700	PUBLICATIONS & SUBSCRIPTIONS	179.00	179.00	800.00	621.00	22.4
01-400-6770	TRAVEL, TRAINING & DEV.	466.59	466.59	18,000.00	17,533.41	2.6
01-400-7100	REPAIRS - BUILDING	.00	.00	200.00	200.00	.0
01-400-7351	EQUIPMENT MAINT. AGREEMENTS	.00	.00	2,500.00	2,500.00	.0
01-400-7450	REPAIRS-OFFICE EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
01-400-8550	SUPPLIES - OFFICE	450.05	1,117.66	5,500.00	4,382.34	20.3
01-400-8750	SUPPLIES - PRINTING	250.65	250.65	500.00	249.35	50.1
01-400-9000	UTILITIES - INTERNET	.00	1,835.55	25,000.00	23,164.45	7.3
01-400-9070	UTILITIES - TELEPHONE	284.24	1,104.88	9,000.00	7,895.12	12.3
01-400-9100	MISCELLANEOUS EXPENSES	.00	.00	4,500.00	4,500.00	.0
01-400-9300	PROJECT DEVELOPMENT	.00	.00	32,845.00	32,845.00	.0
01-400-9530	CAPITAL OUTLAY-COMPUTER EQUIP	.00	.00	40,000.00	40,000.00	.0
01-400-9900	INTERDEPARTMENT SUPPORT	.00	(198,500.00)	(192,500.00)	6,000.00	(103.1)
	TOTAL ADMIN	58,920.53	(92,800.10)	674,677.00	767,477.10	(13.8)

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	COUNCIL					
01-401-6240	CITY COUNCIL-COMMUNITY SUPPORT	139.48	139.48	4,500.00	4,360.52	3.1
01-401-6280	DUES & SUBSCRIPTIONS	.00	.00	600.00	600.00	.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	.00	6,000.00	6,000.00	.0
01-401-6800	COUNCIL CHAMBER IMPROV	.00	.00	1,500.00	1,500.00	.0
01-401-8550	SUPPLIES - OFFICE	134.02	134.02	800.00	665.98	16.8
01-401-9070	UTILITIES - TELEPHONE	.00	.00	100.00	100.00	.0
01-401-9500	LOBBYIST FEES	4,000.00	20,250.00	120,000.00	99,750.00	16.9
	TOTAL COUNCIL	4,273.50	20,523.50	146,500.00	125,976.50	14.0
	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 2 MONTHS ENDING FEBRUARY 29, 2020

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PUBLIC SAFETY					
01-510-6000	SALARIES & WAGES	43,218.47	92,131.13	682,007.00	589,875.87	13.5
01-510-6030	FICA TAXES	624.53	1,395.09	20,231.00	18,835.91	6.9
01-510-6040	WORKER'S COMP.	.00	.00	25,689.00	25,689.00	.0
01-510-6050	ESC TAXES	432.87	921.72	6,820.00	5,898.28	13.5
01-510-6060	HEALTH & LIFE INSURANCE	9,483.92	14,558.08	67,987.00	53,428.92	21.4
01-510-6070	PERS RETIREMENT	6,838.04	14,693.87	120,000.00	105,306.13	12.2
01-510-6091	UNIFORM ALLOWANCE	120.00	120.00	2,500.00	2,380.00	4.8
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	150.65	150.65	.00	(150.65)	.0
01-510-6280	DUES & SUBSCRIPTIONS	275.00	275.00	500.00	225.00	55.0
01-510-6410	INSURANCE - LIABILITY	.00	.00	13,000.00	13,000.00	.0
01-510-6420	INSURANCE - AUTO	.00	.00	7,500.00	7,500.00	.0
01-510-6440	INSURANCE - PROPERTY	.00	.00	4,000.00	4,000.00	.0
01-510-6540	LICENSES & PERMITS	.00	.00	2,500.00	2,500.00	.0
01-510-6565	OUTSIDE CONTRACTORS	.00	7,323.66	33,000.00	25,676.34	22.2
01-510-6570	PHYSICAL EXAMS	.00	.00	5,000.00	5,000.00	.0
01-510-6580	POSTAGE	2.40	7.75	200.00	192.25	3.9
01-510-6635	PROF. FEES - COMPUTER SUPPORT	.00	465.73	500.00	34.27	93.2
01-510-6700	PUBLICATIONS & SUBSCRIPTIONS	.00	.00	1,000.00	1,000.00	.0
01-510-6735	EQUIPMENT PURCHASE	.00	.00	15,000.00	15,000.00	.0
01-510-6770	TRAVEL, TRAINING & DEV.	798.62	798.62	10,000.00	9,201.38	8.0
01-510-7100	BUILDING MAINT.	.00	.00	1,500.00	1,500.00	.0
01-510-7150	REPAIRS - COMMUNICATION EQUIPM	.00	.00	3,000.00	3,000.00	.0
01-510-7200	REPAIRS-COMPUTER SYSTEM	.00	.00	1,000.00	1,000.00	.0
01-510-7350	REPAIRS - EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
01-510-7400	REPAIRS - VEHICLES	160.72	358.09	20,000.00	19,641.91	1.8
01-510-7750	GAS & OIL - VEHICLES	1,286.31	2,259.72	32,000.00	29,740.28	7.1
01-510-8020	SUPPLIES - AMMUNITION	.00	.00	5,000.00	5,000.00	.0
01-510-8100	SUPPLIES - COMPUTERS	.00	.00	1,500.00	1,500.00	.0
01-510-8150	SUPPLIES - CONSUMABLE	16.28	16.28	4,000.00	3,983.72	.4
01-510-8200	SUPPLIES - COPIER	.00	.00	1,200.00	1,200.00	.0
01-510-8550	SUPPLIES - OFFICE	.00	.00	2,000.00	2,000.00	.0
01-510-8650	SUPPLIES & DRUGS BILLABLE	.00	.00	7,000.00	7,000.00	.0
01-510-8950	SUPPLIES - UNIFORMS	.00	.00	8,000.00	8,000.00	.0
01-510-9000	UTILITIES - INTERNET	.00	1,586.52	20,000.00	18,413.48	7.9
01-510-9070	UTILITIES - TELEPHONE	541.92	1,275.32	9,000.00	7,724.68	14.2
01-510-9525	CAPITAL - MOTOR POOL FUNDING	.00	15,000.00	15,000.00	.00	100.0
	TOTAL PUBLIC SAFETY	63,949.73	153,337.23	1,154,384.00	1,001,046.77	13.3

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	FIRE					
01-520-6000	SALARIES & WAGES	1,163.09	2,270.79	14,400.00	12,129.21	15.8
01-520-6030	FICA TAXES	16.86	32.92	1,102.00	1,069.08	3.0
01-520-6040	WORKERS COMP	.00	.00	563.00	563.00	.0
01-520-6050	ESC TAXES	11.63	22.71	144.00	121.29	15.8
01-520-6070	PERS RETIREMENT	.00	.00	3,168.00	3,168.00	.0
01-520-6100	VOLUNTEER SUPPORT	.00	.00	16,340.00	16,340.00	.0
01-520-6410	INSURANCE - LIABILITY	.00	.00	200.00	200.00	.0
01-520-6420	INSURANCE - AUTO	.00	.00	2,000.00	2,000.00	.0
01-520-6440	INSURANCE - PROPERTY	.00	.00	1,000.00	1,000.00	.0
01-520-6540	LICENSES & PERMITS	25.00	25.00	.00	(25.00)	.0
01-520-6735	EQUIPMENT PURCHASE	.00	.00	3,500.00	3,500.00	.0
01-520-6750	TESTING	.00	.00	2,000.00	2,000.00	.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	.00	1,000.00	1,000.00	.0
01-520-8550	SUPPLIES - OFFICE	86.60	86.60	150.00	63.40	57.7
01-520-8950	SUPPLIES - UNIFORMS	.00	.00	1,000.00	1,000.00	.0
01-520-9000	UTILITIES - INTERNET	.00	.00	6,500.00	6,500.00	.0
01-520-9520	CAPITAL OUTLAY - EQUIPMENT	.00	25,000.00	.00	(25,000.00)	.0
	TOTAL FIRE	1,303.18	27,438.02	57,967.00	30,528.98	47.3

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EMS					
01-530-6000	SALARIES & WAGES	8,197.25	16,873.49	162,738.00	145,864.51	10.4
01-530-6030	FICA TAXES	118.88	244.69	7,516.00	7,271.31	3.3
01-530-6040	WORKER'S COMP.	.00	.00	10,115.00	10,115.00	.0
01-530-6050	ESC TAXES	81.98	168.75	1,627.00	1,458.25	10.4
01-530-6060	HEALTH & LIFE INSURANCE	76.96	76.96	14,861.00	14,784.04	.5
01-530-6070	PERS RETIREMENT	1,388.45	2,931.68	22,257.00	19,325.32	13.2
01-530-6091	UNIFORM ALLOWANCE	.00	.00	600.00	600.00	.0
01-530-6100	EMS VOLUNTEER SUPPORT	.00	.00	24,280.00	24,280.00	.0
01-530-6410	INSURANCE - LIABILITY	.00	.00	4,000.00	4,000.00	.0
01-530-6420	INSURANCE - AUTO	.00	.00	3,500.00	3,500.00	.0
01-530-6635	PROF. FEES - COMPUTER SUPPORT	.00	465.73	.00	(465.73)	.0
01-530-6735	EQUIPMENT PURCHASE	.00	.00	1,000.00	1,000.00	.0
01-530-6750	TESTING	.00	.00	250.00	250.00	.0
01-530-6761	TRAINING - EMS SUPVSG MD	1,000.00	2,000.00	8,000.00	6,000.00	25.0
01-530-6770	TRAVEL, TRAINING & DEV.	.00	.00	2,000.00	2,000.00	.0
01-530-7400	REPAIRS - VEHICLES	.00	.00	5,000.00	5,000.00	.0
01-530-7750	GAS & OIL - VEHICLES	79.30	126.28	2,500.00	2,373.72	5.1
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
01-530-8650	SUPPLIES AND DRUGS BILLABLE	800.39	800.39	2,500.00	1,699.61	32.0
01-530-8950	SUPPLIES - UNIFORMS	.00	.00	7,000.00	7,000.00	.0
01-530-9000	UTILITIES - INTERNET	.00	341.36	.00	(341.36)	.0
01-530-9070	UTILITIES - TELEPHONE	51.64	103.28	500.00	396.72	20.7
	TOTAL EMS	11,794.85	24,132.61	284,244.00	260,111.39	8.5
	CLINIC					
01-535-6210	B.T.I. CONDO FEE	859.07	859.07	1,500.00	640.93	57.3
01-535-6440	INSURANCE - PROPERTY	.00	.00	1,800.00	1,800.00	.0
	TOTAL CLINIC	859.07	859.07	3,300.00	2,440.93	26.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PUBLIC WORKS					
01-600-6000	SALARIES & WAGES	18,267.94	34,897.61	264,027.00	229,129.39	13.2
01-600-6030	FICA TAXES	264.87	505.99	5,279.00	4,773.01	9.6
01-600-6040	WORKER'S COMP.	.00	.00	11,782.00	11,782.00	.0
01-600-6050	ESC TAXES	182.67	348.98	2,640.00	2,291.02	13.2
01-600-6060	HEALTH & LIFE INSURANCE	2,689.07	2,742.94	37,151.00	34,408.06	7.4
01-600-6070	PERS RETIREMENT	4,018.96	7,677.51	52,938.00	45,260.49	14.5
01-600-6410	INSURANCE - LIABILITY	.00	.00	6,100.00	6,100.00	.0
01-600-6420	INSURANCE - AUTO	.00	.00	4,500.00	4,500.00	.0
01-600-6430	INSURANCE EQUIPMENT	.00	.00	5,800.00	5,800.00	.0
01-600-6440	INSURANCE - PROPERTY	.00	.00	17,000.00	17,000.00	.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	5,000.00	5,000.00	.0
01-600-6570	PHYSICAL EXAMS	124.00	124.00	750.00	626.00	16.5
01-600-6580	POSTAGE	218.98	218.98	.00	(218.98)	.0
01-600-6635	PROF. FEES - COMPUTER SUPPORT	.00	465.73	1,200.00	734.27	38.8
01-600-6740	SMALL TOOLS	.00	587.99	2,500.00	1,912.01	23.5
01-600-6770	TRAVEL, TRAINING & DEV.	825.30	825.30	2,000.00	1,174.70	41.3
01-600-7100	REPAIRS - BUILDINGS	.00	.00	5,000.00	5,000.00	.0
01-600-7210	REPAIRS - ROADS	.00	.00	7,000.00	7,000.00	.0
01-600-7350	REPAIRS - EQUIPMENT	.00	2,440.62	15,000.00	12,559.38	16.3
01-600-7750	GAS & OIL - VEHICLES	6,091.16	6,368.81	15,000.00	8,631.19	42.5
01-600-8150	SUPPLIES - CONSUMABLE	464.60	464.60	.00	(464.60)	.0
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	18.97	434.33	8,000.00	7,565.67	5.4
01-600-9000	UTILITIES - INTERNET	.00	839.43	6,000.00	5,160.57	14.0
01-600-9010	UTILITIES - ELECTRICITY	1,115.58	2,248.93	.00	(2,248.93)	.0
01-600-9040	UTILITIES - HEATING FUEL	(110.12)	(68.17)	.00	68.17	.0
01-600-9070	UTILITIES - TELEPHONE	55.04	244.24	1,200.00	955.76	20.4
01-600-9520	CAPITAL OUTLAY - EQUIPMENT	.00	.00	30,000.00	30,000.00	.0
01-600-9900	INTERDEPARTMENT SUPPORT	.00	.00	(35,000.00)	(35,000.00)	.0
	TOTAL PUBLIC WORKS	34,227.02	61,367.82	479,617.00	418,249.18	12.8

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PROPERTY & FACILITIES					
01-700-6210	B.T.I. CONDO FEES	.00	.00	1,500.00	1,500.00	.0
01-700-6440	INSURANCE - PROPERTY	.00	.00	30,000.00	30,000.00	.0
01-700-6565	PROP & FAC-CONTRACTED SERVICES	740.00	6,127.60	8,880.00	2,752.40	69.0
01-700-7100	REPAIRS - BUILDINGS	2,681.00	2,681.00	10,000.00	7,319.00	26.8
01-700-8550	JANITORIAL SUPPLIES	83.84	83.84	.00	(83.84)	.0
01-700-9000	UTILITIES - INTERNET SERVICE	.00	.00	5,000.00	5,000.00	.0
01-700-9010	UTILITIES - ELECTRICITY	3,250.96	6,976.18	45,000.00	38,023.82	15.5
01-700-9040	UTILITIES - HEATING FUEL	350.69	3,356.03	28,000.00	24,643.97	12.0
01-700-9050	UTILITIES - SOLID WASTE	.00	64.53	11,700.00	11,635.47	.6
01-700-9095	UTILITIES - WATER/SEWER	70.86	70.86	12,000.00	11,929.14	.6
	TOTAL PROPERTY & FACILITIES	7,177.35	19,360.04	152,080.00	132,719.96	12.7
	PARKS AND RECREATION					
01-800-6000	SALARIES AND WAGES	410.85	821.70	7,604.00	6,782.30	10.8
01-800-6030	FICA TAXES	31.43	62.86	582.00	519.14	10.8
01-800-6040	WORKER'S COMP	.00	.00	240.00	240.00	.0
01-800-6050	ESC TAX	4.11	8.22	74.00	65.78	11.1
01-800-6060	HEALTH & LIFE INSURANCE	1,190.75	1,190.75	.00	(1,190.75)	.0
01-800-7340	PROFESSIONAL SERVICES	.00	.00	3,000.00	3,000.00	.0
01-800-7350	REPAIRS EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
01-800-8950	SUPPLIES AND MATERIALS	.00	.00	8,500.00	8,500.00	.0
	TOTAL PARKS AND RECREATION	1,637.14	2,083.53	22,000.00	19,916.47	9.5
	TRANSFERS TO OTHER FUNDS					
01-990-9990	TRANSFER OUT	.00	237,349.44	289,286.00	51,936.56	82.1
01-990-9991	TRANSFER TO F 14 EQUIP REP PW	.00	50,000.00	50,000.00	.00	100.0
	TOTAL TRANSFERS TO OTHER FUNDS	.00	287,349.44	339,286.00	51,936.56	84.7
	TOTAL FUND EXPENDITURES	184,142.37	503,651.16	3,315,855.00	2,812,203.84	15.2
	NET REVENUE OVER EXPENDITURES	(102,382.29)	87,978.47	.00	(87,978.47)	.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

GENERAL RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	TRANSFERS FROM OTHER FUNDS					
14-390-4990	TRANSFER FROM GENERAL FUND	.00	50,000.00	.00	(50,000.00)	.0
	TOTAL TRANSFERS FROM OTHER FUNDS	.00	50,000.00	.00	(50,000.00)	.0
	TOTAL FUND REVENUE	.00	50,000.00	.00	(50,000.00)	.0
	NET REVENUE OVER EXPENDITURES	.00	50,000.00	.00	(50,000.00)	.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

CRUISE SHIP TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	TAXES - REVENUE					
20-310-4008	CRUISE SHIP TAX	.00	.00	900,000.00	900,000.00	.0
	TOTAL TAXES - REVENUE	.00	.00	900,000.00	900,000.00	.0
	TOTAL FUND REVENUE	.00	.00	900,000.00	900,000.00	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

CRUISE SHIP TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	DONATIONS - SUPPORT					
20-400-6240	MUSEUM SUPPORT - DONATIONS	.00	15,000.00	15,000.00	.00	100.0
	TOTAL DONATIONS - SUPPORT	.00	15,000.00	15,000.00	.00	100.0
	TRANSFERS OUT					
20-990-9990	TRANSFER TO OTHER FUNDS	.00	498,288.50	544,280.00	45,991.50	91.6
20-990-9992	TRANSFER TO HARBOR FUND #51	.00	157,275.00	157,275.00	.00	100.0
	TOTAL TRANSFERS OUT	.00	655,563.50	701,555.00	45,991.50	93.4
	TOTAL FUND EXPENDITURES	.00	670,563.50	716,555.00	45,991.50	93.6
	NET REVENUE OVER EXPENDITURES	.00	(670,563.50)	183,445.00	854,008.50	(365.5)

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

SHOTGUN COVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	FEDERAL GRANT EXPENDITURES WFL					
30-850-9543	WFL DLG GRANT DTFH70-03A170077	5,700.86	13,456.88	.00	(13,456.88)	.0
30-850-9544	FLAP 1 SCR DESIGN	27,684.74	53,827.52	.00	(53,827.52)	.0
	TOTAL FEDERAL GRANT EXPENDITURES WF	33,385.60	67,284.40	.00	(67,284.40)	.0
	TOTAL FUND EXPENDITURES	33,385.60	67,284.40	.00	(67,284.40)	.0
	NET REVENUE OVER EXPENDITURES	(33,385.60)	(67,284.40)	.00	67,284.40	.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

WATER AND WASTEWATER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CHARGES FOR SERVICES					
50-340-4300	WATER SERVICE CHARGES	7,290.37	15,857.89	312,094.00	296,236.11	5.1
50-340-4350	WASTE WATER SERVICE CHARGES	5,789.75	13,113.33	111,132.00	98,018.67	11.8
50-340-4500	ENTERPRISE-PERMIT FEES	.00	.00	100.00	100.00	.0
	TOTAL CHARGES FOR SERVICES	13,080.12	28,971.22	423,326.00	394,354.78	6.8
	MISCELLANEOUS					
50-360-4901	INTEREST ON BANK ACCOUNTS	.00	.00	5,000.00	5,000.00	.0
50-360-4910	MISCELLANEOUS INCOME	.00	188.96	100.00	(88.96)	189.0
	TOTAL MISCELLANEOUS	.00	188.96	5,100.00	4,911.04	3.7
	PROPERTY & SURPLUS SALES					
50-390-4990	TRANSFERS IN	.00	23,340.94	29,286.00	5,945.06	79.7
50-390-4991	TRANSFER FROM CPV FUND	.00	54,000.00	54,000.00	.00	100.0
	TOTAL PROPERTY & SURPLUS SALES	.00	77,340.94	83,286.00	5,945.06	92.9
	TOTAL FUND REVENUE	13,080.12	106,501.12	511,712.00	405,210.88	20.8

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

WATER AND WASTEWATER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	WATER & WASTE WATER OPERATING					
50-800-6000	SALARIES & WAGES	10,170.39	20,034.82	124,101.00	104,066.18	16.1
50-800-6030	FICA TAXES	144.45	285.98	2,357.00	2,071.02	12.1
50-800-6040	WORKER'S COMP.	.00	.00	5,155.00	5,155.00	.0
50-800-6050	ESC TAXES	101.60	200.18	1,241.00	1,040.82	16.1
50-800-6060	HEALTH & LIFE INSURANCE	1,602.76	1,602.76	12,260.00	10,657.24	13.1
50-800-6070	PERS RETIREMENT	1,747.90	3,429.58	24,153.00	20,723.42	14.2
50-800-6091	UNIFORM ALLOWANCE	.00	.00	250.00	250.00	.0
50-800-6280	DUES & SUBSCRIPTIONS	.00	170.00	1,000.00	830.00	17.0
50-800-6410	INSURANCE - LIABILITY	.00	.00	2,750.00	2,750.00	.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	6,200.00	6,200.00	.0
50-800-6540	LICENSES & PERMITS	.00	75.00	1,200.00	1,125.00	6.3
50-800-6565	OUTSIDE CONTRACTORS	1,300.00	1,300.00	10,000.00	8,700.00	13.0
50-800-6570	PHYSICAL EXAMS	.00	.00	500.00	500.00	.0
50-800-6580	POSTAGE	1,239.58	1,239.58	450.00	(789.58)	275.5
50-800-6635	PROF. FEES - COMPUTER SUPPORT	.00	465.73	1,200.00	734.27	38.8
50-800-6740	SMALL TOOLS	.00	.00	5,000.00	5,000.00	.0
50-800-6750	TESTING WATER/SEWER	350.00	350.00	8,000.00	7,650.00	4.4
50-800-6770	TRAVEL, TRAINING & DEV.	169.44	169.44	5,500.00	5,330.56	3.1
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	316.49	521.23	3,200.00	2,678.77	16.3
50-800-8550	SUPPLIES - OFFICE	472.24	472.24	500.00	27.76	94.5
50-800-8950	UNIFORMS	.00	.00	500.00	500.00	.0
50-800-8970	SUPPLIES - SAFETY	57.81	57.81	1,500.00	1,442.19	3.9
50-800-8995	SUPPLIES & MATERIALS	10.50	10.50	3,500.00	3,489.50	.3
50-800-9000	UTILITIES -INTERNET	.00	341.36	1,500.00	1,158.64	22.8
50-800-9010	UTILITIES - ELECTRICITY	1,840.44	4,724.37	35,000.00	30,275.63	13.5
50-800-9040	UTILITIES - HEATING FUEL	333.71	481.89	5,000.00	4,518.11	9.6
50-800-9070	UTILITIES - TELEPHONE	.00	68.92	600.00	531.08	11.5
50-800-9580	CAPITAL OUTLAY - W/WW	.00	.00	139,000.00	139,000.00	.0
50-800-9900	TRANSFER OUT TO GF	.00	196,508.50	242,500.00	45,991.50	81.0
	TOTAL WATER & WASTE WATER OPERATING	19,857.31	232,509.89	660,317.00	427,807.11	35.2
	TOTAL FUND EXPENDITURES	19,857.31	232,509.89	660,317.00	427,807.11	35.2
	NET REVENUE OVER EXPENDITURES	(6,777.19)	(126,008.77)	(148,605.00)	(22,596.23)	(84.8)

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

SMALL BOAT HARBOR

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CHARGES FOR SERVICES					
51-340-4399	MOORAGE - TRANSIENT WINTER	.00	1,286.63	.00	(1,286.63)	.0
51-340-4401	MOORAGE - PREFERENTIAL	(6,243.09)	470,480.60	545,000.00	74,519.40	86.3
51-340-4402	MOORAGE - TRANSIENT	2,698.98	154,939.55	380,000.00	225,060.45	40.8
51-340-4403	BOAT LIFT FEES	1,473.25	1,260.61	18,000.00	16,739.39	7.0
51-340-4404	UTILITY FEES	6,959.75	11,542.96	60,000.00	48,457.04	19.2
51-340-4406	WHARFAGE FEES	2,926.63	2,926.63	10,000.00	7,073.37	29.3
51-340-4407	VESSEL TOW FEES	.00	.00	3,000.00	3,000.00	.0
51-340-4408	USED OIL COLLECTION F	.00	20.00	1,200.00	1,180.00	1.7
51-340-4409	WAITING LIST FEES	(700.00)	(1,350.00)	17,000.00	18,350.00	(7.9)
51-340-4410	PUMP OUT FEES	75.00	75.00	1,000.00	925.00	7.5
51-340-4411	LAUNCH FEES	.00	4,625.00	100,000.00	95,375.00	4.6
51-340-4412	SHOWERS	20.00	20.00	2,500.00	2,480.00	.8
51-340-4413	GRID	222.64	222.64	1,200.00	977.36	18.6
51-340-4414	VESSEL MAINTENANCE	.00	.00	6,000.00	6,000.00	.0
51-340-4415	DRY STORAGE FEES	944.00	1,888.00	6,000.00	4,112.00	31.5
51-340-4416	PARKING - ANNUAL	750.00	2,500.00	52,000.00	49,500.00	4.8
51-340-4426	PARKING DAILY	.00	22.00	95,000.00	94,978.00	.0
51-340-4445	MISC. SERVICES	294.95	294.95	2,000.00	1,705.05	14.8
	TOTAL CHARGES FOR SERVICES	9,422.11	650,754.57	1,299,900.00	649,145.43	50.1
	LEASES INCOME					
51-345-4512	LEASE - ARRC NET OF RR SHARE	9,229.62	18,459.24	95,000.00	76,540.76	19.4
	TOTAL LEASES INCOME	9,229.62	18,459.24	95,000.00	76,540.76	19.4
	OTHER REVENUE					
51-360-4417	FUEL FLOAT INCOME	.00	6,804.49	30,000.00	23,195.51	22.7
51-360-4430	CAMPING	.00	.00	13,000.00	13,000.00	.0
51-360-4900	INTEREST & LATE FEES ON A/R	60.00	90.00	1,500.00	1,410.00	6.0
51-360-4901	INTEREST ON BANK ACCO	.00	.00	10,000.00	10,000.00	.0
	TOTAL OTHER REVENUE	60.00	6,894.49	54,500.00	47,605.51	12.7
	TRANSFERS IN AND OTHER					
51-390-4991	TRANSFER FROM CPV FUND	.00	157,275.00	157,275.00	.00	100.0
	TOTAL TRANSFERS IN AND OTHER	.00	157,275.00	157,275.00	.00	100.0
	TOTAL FUND REVENUE	18,711.73	833,383.30	1,606,675.00	773,291.70	51.9

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

SMALL BOAT HARBOR

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	HARBOR OPERATIONS EXP					
51-800-6000	SALARIES & WAGES	24,595.53	49,712.11	416,164.00	366,451.89	12.0
51-800-6030	FICA TAXES	493.37	998.85	8,655.00	7,656.15	11.5
51-800-6040	WORKER'S COMP.	.00	.00	16,279.00	16,279.00	.0
51-800-6050	ESC TAXES	245.56	496.52	4,162.00	3,665.48	11.9
51-800-6060	HEALTH & LIFE INSURANCE	5,694.19	5,695.92	80,915.00	75,219.08	7.0
51-800-6070	PERS RETIREMENT	4,414.21	8,938.87	81,204.00	72,265.13	11.0
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	6,161.35	9,260.44	28,000.00	18,739.56	33.1
51-800-6265	BOND INTEREST EXPENSE	.00	.00	87,275.00	87,275.00	.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	.00	27,000.00	27,000.00	.0
51-800-6420	INSURANCE - AUTO	.00	.00	1,500.00	1,500.00	.0
51-800-6430	INSURANCE EQUIPMENT	.00	.00	1,200.00	1,200.00	.0
51-800-6440	INSURANCE - PROPERTY	.00	.00	70,000.00	70,000.00	.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	295.00	590.00	25,000.00	24,410.00	2.4
51-800-6570	PHYSICAL EXAMS	.00	.00	500.00	500.00	.0
51-800-6580	POSTAGE	474.64	781.84	1,000.00	218.16	78.2
51-800-6635	PROF. FEES - COMPUTER SUPPORT	.00	931.47	5,000.00	4,068.53	18.6
51-800-6636	PROF FEES - WEB SITE	.00	.00	1,000.00	1,000.00	.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	1,741.45	1,500.00	(241.45)	116.1
51-800-6770	TRAVEL, TRAINING & DEV.	1,687.84	1,687.84	3,000.00	1,312.16	56.3
51-800-6780	WASTE DISPOSAL - EVOS	.00	.00	3,500.00	3,500.00	.0
51-800-7100	REPAIRS - BUILDINGS	.00	.00	2,500.00	2,500.00	.0
51-800-7350	REPAIRS - EQUIPMENT	.00	1,189.64	12,000.00	10,810.36	9.9
51-800-7400	REPAIRS - VEHICLES	.00	.00	5,000.00	5,000.00	.0
51-800-7500	PARKING LOT MAINTENANCE	.00	.00	2,000.00	2,000.00	.0
51-800-7610	REPAIRS - UTILITIES	7,382.80	12,128.72	1,000.00	(11,128.72)	1212.9
51-800-7750	GAS & OIL - VEHICLES	249.25	249.25	9,000.00	8,750.75	2.8
51-800-7820	REPAIRS - DOCKS	.00	111.33	20,000.00	19,888.67	.6
51-800-8150	SUPPLIES - CONSUMABLE	.00	.00	30,000.00	30,000.00	.0
51-800-8200	SUPPLIES - PARKING	.00	.00	3,000.00	3,000.00	.0
51-800-8400	SUPPLIES - FIRE SUPPRESSION	.00	.00	5,000.00	5,000.00	.0
51-800-8550	SUPPLIES - OFFICE	22.99	611.21	5,500.00	4,888.79	11.1
51-800-8950	SUPPLIES - UNIFORMS	.00	.00	400.00	400.00	.0
51-800-8970	SUPPLIES - SAFETY	.00	.00	4,000.00	4,000.00	.0
51-800-9000	UTILITIES - INTERNET	.00	1,180.79	7,000.00	5,819.21	16.9
51-800-9010	UTILITIES - ELECTRICITY	9,787.72	19,047.39	60,000.00	40,952.61	31.8
51-800-9040	UTILITIES - HEATING FUEL	.00	2,934.76	4,700.00	1,765.24	62.4
51-800-9050	UTILITIES - SOLID WASTE	.00	2,871.66	100,000.00	97,128.34	2.9
51-800-9070	UTILITIES - TELEPHONE	111.78	218.66	3,000.00	2,781.34	7.3
51-800-9095	UTILITIES - WATER/WASTEWATER	307.11	658.04	35,000.00	34,341.96	1.9
51-800-9213	HARBOR EMERGENCY REPAIR	.00	7,893.50	.00	(7,893.50)	.0
51-800-9510	SNOW REMOVAL	.00	.00	35,000.00	35,000.00	.0
51-800-9520	CAPITAL OUTLAY - EQUIPMENT	.00	5,670.00	10,000.00	4,330.00	56.7
51-800-9530	CAPTIAL OUTLAY-OFFICE EQUIP	.00	.00	2,000.00	2,000.00	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

SMALL BOAT HARBOR

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-800-9900	TRANSFER OUT TO GF	.00	156,000.00	156,000.00	.00	100.0
	TOTAL HARBOR OPERATIONS EXP	61,923.34	291,600.26	2,332,654.00	2,041,053.74	12.5
	CAPITAL OUTLAY - FROM RESERVE					
51-900-9510	CAPITAL OUTLAY - BLDG & FACIL	.00	.00	25,000.00	25,000.00	.0
51-900-9575	BOND PRINCIPAL	.00	.00	70,000.00	70,000.00	.0
	TOTAL CAPITAL OUTLAY - FROM RESERVE	.00	.00	95,000.00	95,000.00	.0
	TOTAL FUND EXPENDITURES	61,923.34	291,600.26	2,427,654.00	2,136,053.74	12.0
	NET REVENUE OVER EXPENDITURES	(43,211.61)	541,783.04	(820,979.00)	(1,362,762.04)	66.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

DELONG DOCK

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	DELONG DOCK CHARGES FOR SERVIC					
53-341-4251	USER FEES & PERMITS	.00	.00	12,000.00	12,000.00	.0
53-341-4402	MOORAGE - TRANSIENT	.00	.00	20,000.00	20,000.00	.0
53-341-4404	UTILITY FEES	.00	.00	5,000.00	5,000.00	.0
53-341-4406	WHARFAGE FEES	.00	.00	225,000.00	225,000.00	.0
	TOTAL DELONG DOCK CHARGES FOR SERVI	.00	.00	262,000.00	262,000.00	.0
	TOTAL FUND REVENUE	.00	.00	262,000.00	262,000.00	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

DELONG DOCK

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
53-801-6000	SALARES & WAGES	.00	.00	46,240.00	46,240.00	.0
53-801-6030	FICA/MEDICARE	.00	.00	962.00	962.00	.0
53-801-6040	WORKER'S COMP.	.00	.00	1,809.00	1,809.00	.0
53-801-6050	ESC TAXES	.00	.00	462.00	462.00	.0
53-801-6060	HEALTH & LIFE INSURANCE	.00	.00	8,991.00	8,991.00	.0
53-801-6070	PERS RETIREMENT	.00	.00	9,023.00	9,023.00	.0
53-801-6410	INSURANCE - LIABILITY	.00	.00	3,000.00	3,000.00	.0
53-801-6440	INSURANCE - PROPERTY	.00	.00	5,000.00	5,000.00	.0
53-801-6565	OUTSIDE CONTRACTORS	.00	.00	5,000.00	5,000.00	.0
53-801-6650	LEGAL SERVICES	1,268.50	1,268.50	3,000.00	1,731.50	42.3
53-801-6730	EQUIPMENT RENTAL	.00	.00	2,500.00	2,500.00	.0
53-801-6740	SMALL TOOLS	.00	.00	3,000.00	3,000.00	.0
53-801-6780	WASTE DISPOSAL - EVOS	.00	.00	3,000.00	3,000.00	.0
53-801-7750	GAS & OIL - VEHICLES	.00	.00	500.00	500.00	.0
53-801-8150	SUPPLIES - CONSUMABLE	.00	.00	5,000.00	5,000.00	.0
53-801-8400	SUPPLIES - FIRE SUPPRESSION	.00	.00	1,500.00	1,500.00	.0
53-801-8950	SUPPLIES - UNIFORMS	.00	.00	400.00	400.00	.0
53-801-8970	SUPPLIES - SAFETY	.00	.00	500.00	500.00	.0
53-801-9010	UTILITIES - ELECTRICITY	751.74	1,690.34	3,000.00	1,309.66	56.3
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
	TOTAL DEPARTMENT 801	2,020.24	2,958.84	109,387.00	106,428.16	2.7
	CAPITAL OUTLAY					
53-900-9540	CAP EXP EMERGENCY REPAIRS	.00	.00	20,000.00	20,000.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	20,000.00	20,000.00	.0
	TOTAL FUND EXPENDITURES	2,020.24	2,958.84	129,387.00	126,428.16	2.3
	NET REVENUE OVER EXPENDITURES	(2,020.24)	(2,958.84)	132,613.00	135,571.84	(2.2)

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

MOTOR POOL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	OTHER REVENUE					
60-360-4910	VEHICLE RENT	.00	15,000.00	15,000.00	.00	100.0
	TOTAL OTHER REVENUE	.00	15,000.00	15,000.00	.00	100.0
	TRANSFERS IN					
60-390-4990	TRANSFERS IN	.00	368,017.00	460,000.00	91,983.00	80.0
	TOTAL TRANSFERS IN	.00	368,017.00	460,000.00	91,983.00	80.0
	TOTAL FUND REVENUE	.00	383,017.00	475,000.00	91,983.00	80.6

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2020

MOTOR POOL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CAPITAL OUTLAY - FROM RESERVE					
60-900-9520	CAPITAL OUTLAY - EQUIPMENT	.00	.00	460,000.00	460,000.00	.0
	TOTAL CAPITAL OUTLAY - FROM RESERVE	.00	.00	460,000.00	460,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	460,000.00	460,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	383,017.00	15,000.00	(368,017.00)	2553.5

Regional Citizens' Advisory Council / *"Citizens promoting environmentally safe operation of the Alyeska terminal and associated tankers."*

In Anchorage: 3709 Spenard Road / Suite 100 / Anchorage, Alaska 99503 / (907) 277-7222 / FAX (907) 277-4523
In Valdez: P.O. Box 3089 / 130 South Meals / Suite 202 / Valdez, Alaska 99686 / (907) 834-5000 / FAX (907) 835-5926

MEMBERS

Alaska State Chamber of Commerce
Chugach Alaska Corporation
City of Cordova
City of Homer
City of Kodiak
City of Seldovia
City of Seward
City of Valdez
City of Whittier
Community of Chenega
Community of Tatitlek
Cordova District Fishermen United
Kenai Peninsula Borough
Kodiak Island Borough
Kodiak Village Mayors Association
Oil Spill Region Environmental Coalition
Port Graham Corporation
Prince William Sound Aquaculture Corporation

February 11, 2020

Sent via email and USPS mail

Mayor Daniel Blair
City of Whittier
P.O. Box 608
Wittier, AK 99693

Dear Mayor. Blair:

The Prince William Sound Regional Citizens' Advisory Council (PWSRCAC) is writing to advise you that Mike Bender's term on our Board of Directors expires at the upcoming May 7-8, 2020, annual meeting in Valdez.

The dedicated seat for the City of Whittier is its opportunity to influence decisions having profound implications for oil transportation safety in Alaska, and for the state's oil spill prevention and response capabilities. We greatly value your past participation.

The City of Whittier is best be served by a representative who:

- Understands her/his organization and/or community, its needs, concerns and perspectives;
- Has at least a rudimentary familiarity with oil transportation issues;
- Has a home and work schedule flexible enough to allow participation and travel;
- Is committed to our mission of promoting environmentally safe operation of the Alyeska terminal and associated tankers; and
- Seeks opportunities to foster cooperative and constructive relationships between citizens, industry and regulatory agencies.

A PWSRCAC director can expect to devote an average of 15 hours a month on PWSRCAC business. The full Board conducts three 2-day meetings in January, May, and September. In addition, annual budget and planning meetings are held, as well as special meetings and opportunities to participate in committees or work groups. PWSRCAC staff provides support to board members whenever possible.

Please notify us in writing, no later than Monday, March 30, 2020, of your selected individual for the City of Whittier's next two-year term on the PWSRCAC board. Ideally, this individual will then be expected to attend our May 7-8, 2020, meeting in Valdez for confirmation and participation. **If Mike Bender will continue to be your representative, we ask that you still notify PWSRCAC in writing.**

If you have further questions about the PWSRCAC or the responsibilities of its directors, please don't hesitate to call. Thank you for your cooperation, and we look forward to the City of Whittier's continued contribution.

Sincerely,

Jennifer Fleming
Executive Assistant

Cc via email: Mike Bender

Sponsored by: Hunt
Public Hearing Date: 4/21/2020
Enactment Date: 4/21/2020

CITY OF WHITTER, ALASKA
EMERGENCY ORDINANCE 2020-02

AN EMERGENCY ORDINANCE RATIFYING THE CITY MANAGER'S REVISIONS TO THE EMERGENCY COVID-19 RULES IN EMERGENCY ORDER 2020-02 AND RENEWING THE CITY'S DECLARATION OF A LOCAL AND STATE-WIDE EMERGENCY ARISING FROM THE OUTBREAK OF COVID-19

WHEREAS, the United States Center for Disease Control and Prevention (CDC) has identified COVID-19 as a significant public risk; and

WHEREAS, on March 11, 2020, Governor Dunleavy issued a declaration of public health disaster emergency in response to the anticipated outbreak of COVID-19 within Alaska's communities and The World Health Organization designated the COVID-19 outbreak a pandemic; and

WHEREAS, on March 23, 2020, the Whittier City Manager, in accordance with WMC 2.64.110, declared a state of emergency and the Whittier City Council ratified the declaration shortly thereafter; and

WHEREAS, the State of Alaska has issued numerous health mandates restricting public interactions, travel, and public access since the City's declaration of emergency in an effort to preserve public health and safety; and

WHEREAS, the emergency state posed by COVID-19 continues and the City Manager, in his role as Whittier Office of Emergency Management Director, has determined that additional clarification to the emergency COVID-19 rules are necessary to preserve public health and safety in light of the continued spread of COVID-19 in the State of Alaska and useful in ensuring that the City's rules remain consistent with State of Alaska public health mandates; and

WHEREAS, Council determined that the revisions to the Emergency COVID-19 Rules promulgated by the City Manager are narrowly tailored to preserve public health and safety while balancing those needs with the individual freedoms and rights of the City's residents and visitors; and

WHEREAS, Council continues to recognize the public health emergency created by the COVID-19 outbreak and the imminent harm it poses to the City and all members of the Whittier community; and

WHEREAS, Council also acknowledges that the City will need aid and assistance from both the federal and state government in responding to and rebuilding after the COVID-19 emergency; and

WHEREAS, the City Manager has authority to implement temporary rules and procedures regarding City government organization and operations during an emergency under WMC 2.64.140,

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

Section 1. The Whittier City Council hereby renews its declaration of a state-wide and local emergency and requests assistance and aid from the federal and state government as needed to combat and recover from the COVID-19 pandemic.

Section 2. The Whittier City Council hereby ratifies the revised emergency COVID-19 rules adopted by the City Manager via Emergency Order 2020-02 and attached to this Ordinance as Exhibit A.

Section 3. This ordinance is an emergency ordinance, is not permanent in nature, and shall not be codified. This ordinance constitutes an emergency because the adoption of the provisions within it are necessary to prevent imminent harm to the public's welfare and safety arising from COVID-19.

Section 4. This ordinance shall take effect on the day it is enacted and shall expire sixty (60) days after its passage in accordance with WMC 2.08.310.

ENACTED BY THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA this __ day of April, 2020.

THE CITY OF WHITTIER, ALASKA

_____
Dave Dickason, Mayor

AYES:
NOES:
ABSENT:
ABSTAIN:
(An Emergency Order requires approval of all present members or ¾ of total membership, whichever is less – WMC 2.08.310)

ATTEST:

_____
Naelene Matsumiya
City Clerk

(City Seal)

EMERGENCY ORDER #2020-02

CITY OF WHITTIER TEMPORARY OPERATION RULES AND PROCURES REGARDING THE COVID-19 PUBLIC HEALTH EMERGENCY

City Manager Jim Hunt, in his capacity as the Director of Civil Defense and Disaster, hereby institutes the following revisions to the City of Whittier's Temporary Emergency Rules and Procedures in response to the COVID-19 Public Health Emergency. These rules and procedures shall be effective until May 15, 2020 and are necessary to protect the public health, welfare, and safety within the boundaries of the City. These rules and procedures may be identified as the "Emergency COVID-19 Rules" for ease of reference. These rules shall be posted on the City website and the City Clerk shall provide City Council members notice of these rules and any modifications to them within five days of their adoption. City Council may repeal these rules in whole or in part via resolution. These rules may be extended by Emergency Order for 30-day periods if the City Manager determines that the COVID-19 public health emergency continues to exist and extension of the rules is necessary to protect public health, safety, and welfare.

Rule 1. Electronic City Council Meetings. Any regular or special meetings of the City Council should be conducted via electronic means, including audio or video conference, unless the Mayor determines that a meeting must be conducted at City Hall and that doing so does not pose a risk to the public health, safety, and welfare. The City Clerk shall post telephone number(s) to call into telephonic or video conference meetings on the City website and on the written agenda for all regularly scheduled and special meetings. Council shall ensure that reasonable accommodations are made to afford the public a right to be heard telephonically. Telephonic participation by the public is not ideal but is reasonable when weighed against the substantial risk to public health, welfare, and safety posed by group gatherings during the COVID-19 outbreak. In the event the Mayor determines an in-person meeting is necessary and does not pose a risk to public health, welfare, and safety, no more than five members of the public shall enter the same space to make comments at one time. The public may also submit written public comments for all telephonic or video conference Council meetings. The public written comments shall be read into the record during the public comment period at all Council meetings held electronically, except Council work sessions. If written public comments exceed three minutes, the first three minutes of the written comment shall be read during the meeting. Written comments must include the name of the contributor in order to be read publicly during telephonic or video conference meetings. Current time limits placed on public comments and testimony shall apply to telephonic and written public comments submitted under this rule.

Rule 2. Council Meeting Notice and packet materials. The City Clerk shall provide the public and media notice that is reasonable under the circumstances for all emergency, special, and regular meetings held by Council. All special meetings and

agenda items shall be posted on the City website no less than six hours before the meeting. Failure to post the meeting materials shall not invalidate the actions taken by Council during an emergency meeting if Council states the reason for the failure to post adequate notice or provide materials and clearly finds that the notice and material access provided during the meeting was sufficient and reasonable in light of the emergency circumstances underlying the meeting.

Rule 3. Meetings of Boards and Commissions. The City Manager may cancel meetings of any board or commission if he finds that cancellation is necessary to protect public health, safety, and welfare. Any such cancellation shall automatically extend such deadlines for required actions by such board or commission as is specified in the cancellation notice. All board and commission meetings may be held electronically in the same manner proscribed for Council meetings in Rule 1.

Rule 4. Suspension of all Non-essential meetings and agenda items. All non-essential government meetings shall be postponed until no earlier than May 1, 2020. Non-essential action items shall also be postponed until no earlier than May 1, 2020 unless doing so would pose substantial financial harm on the City or another party. Any person objecting to the postponement of an action item may notify the City Manager in writing regarding his or her objection. The City Manager shall review any written objections received and shall determine if the objection warrants consideration of an action item by Council or the appropriate commission or board before May 1, 2020. The City Manager shall notify the Mayor of all written objections received and his determination. Upon receipt of a written objection, the Mayor may override the City Manager's decision to postpone an action item.

Rule 5. Licensed or Permitted Activities. The City Manager may suspend licenses or permits for special events or any other licenses or permits issued by the City which in the judgment of the City Manager could impact the public health or well-being of residents or visitors to the community.

Rule 6. Purchases. The City Manager may authorize any purchase for which funds are available reasonably related to the emergency. Such purchases may be made without following each formal requirement of WMC 3.32 entitled "Purchasing and Contract Procedures."

Rule 7. Personnel Policies. The City Manager may adjust any personnel policies related to leave time, other benefits or terms and conditions of employment as are reasonably related to providing sufficient staffing during the term of the emergency while protecting City employees and the community from COVID-19.

Rule 8. Bargaining Units. The City Manager is hereby authorized to enter into such temporary agreements, including memoranda of understanding with the City's bargaining units in order to promote the provision of City services and the health and safety of the public and employees during the emergency.

Rule 9. City Facilities. The City Manager may close City facilities or limit hours of operation as is reasonably required to protect the health of the public and employees of the City.

Rule 10. Public Access to City Facilities. City offices and facilities are closed to the public until May 15, 2020 except as specified in this rule. The Harbormaster office and the Police Department dispatch window remain open to the public for service. City services and departments remain accessible to the public via telephone and email. Individuals may request appointments for in-person meetings with City staff, which will be accommodated if doing so will not jeopardize the health or safety of the community of Whittier or its members.

Rule 11. Private Facilities. All businesses are required to follow the State of Alaska recommendations and mandates regarding COVID-19. In addition, the following rules impacting private facilities and businesses are adopted:

1. Any private employer with more than ten employees working within the City's boundaries shall enter into a mutual aid agreement with the City implementing a health risk assessment protocol for employees working in the City. This does not apply to employees who are at no time physically present in Whittier. The City and employers subject to this rule shall identify the protocols and plans adopted by the employer to protect their employees and the greater Whittier community from the spread of COVID-19.

2. The City Manager retains authority to further limit private business operations of businesses within Whittier if necessary to protect the health, welfare, and safety of community members. The City Manager may only order full closure of all businesses within the City with Council approval and at least 48 hours' notice to Whittier businesses subject to such closure.

3. In addition to any State-wide restrictions on the operation of businesses within the City, all businesses open to the public shall limit the individuals within its establishment to no more than five individuals at any time, including employees. This rule applies to grocery stores but does not apply to employers where essential operations of the business will be substantially disrupted as a result of the limitation. Employers seeking an exception to this rule due to substantial disruption shall seek an exception from this rule from the City Manager. A written request for exception must state the reasons for the exception. Any employer excepted from this rule shall enter into a mutual aid agreement with the City to ensure protective measures are taken to prevent the spread of COVID-19 within the City.

Rule 12. Tunnel Access. Tunnel access will be limited to travel required by federal or state law or via agreement with the State of Alaska and federal government,

their departments, public corporations, agencies, and/or representatives and the following individuals:

A. Residents of the City of Whittier

B. Caregivers for residents of the City of Whittier

C. Individuals entering Whittier to participate in commercial or sport fishing or hunting. These individuals must travel directly from the tunnel to the vessel or location on or at which the activities will occur. These travelers will not be able to access any buildings located within the City.

D. Essential workers required to travel to Whittier to complete essential job functions. Essential workers shall include all essential business and critical infrastructure positions identified in the State of Alaska Essential Business and Critical Infrastructure Workforce Order identified as Attachment A to State of Alaska Health Mandate 12, as amended by the State.

E. Cruise ship or charter vessel passengers. These individuals must travel directly from the tunnel to the vessel or mode of transportation at which the activities will occur. These travelers will not be able to access any buildings located within the City except as otherwise permitted under State law.

Rule 13. Amounts Due and Owing. The City Manager, upon the recommendation of the Finance Director, is hereby authorized to extend deadlines for payment related to any amounts due and owing to the City. The City shall not turn off any City managed utilities due to nonpayment during the declared state of emergency.

Rule 14. Business Protective Measures and Protocols. All businesses open to more than five (5) customers at one time at a physical site within the City shall post a "COVID-19 Protective Measures and Policies" on-site detailing the measures taken by that business to protect employees and customers from COVID-19 exposure. Businesses subject to this requirement shall file a copy of their COVID-19 Protective Measures and Policies with the City's Emergency Operations Team at _____ no more than five (5) working days after the effective date of these rules. COVID-19 Protective Measures and Policies must include:

1. A statement confirming that the business qualifies as an essential service or critical infrastructure business in The Alaska Essential Service and Critical Infrastructure Order, and any amendments to that document adopted by the State of Alaska.

2. Provisions for restricting the number of individuals present on-site at any given time;

3. Identification of healthcare and sanitization measures taken to minimize the exposure of customers and employees to COVID-19;

4. Description of a means for individuals in quarantine to obtain essential personal goods from the local business and a telephone number or website where these individuals can place an order for such goods. Businesses may prohibit entry of quarantined individuals from their premises and offer delivery or establish a pick-up location for orders of essential personal goods sold by the business, but may not ban individuals from obtaining such goods solely because the individual is subject to quarantine; and

5. A telephone number or email address of the individual owner, manager or his or her designee so that persons may report violations of the business's protective measures and policies.

An example "COVID-19 Protective Measures and Policies" is available on the City website.

Rule 15. Medical Quarantine. Individuals under a healthcare quarantine order or an individual testing positive for COVID-19 must:

1. Stay in his or her place of residence or lodging for the specified period of time in the quarantine order or for a minimum of 14 days from the date of a positive COVID-19 test if no quarantine order has been issued; and

2. Notify a healthcare provider that the individual is under medical quarantine or has tested positive for COVID-19 before making any physical contact with that healthcare provider or entering the provider's premises.

An individual subject to this rule may NOT leave his or her residence to attend work, obtain supplies, engage in physical exercise or any activity except to obtain essential healthcare in compliance with this rule and a medical or quarantine order issued by the State of Alaska or a qualified medical professional.

An individual subject to quarantine under this rule shall have a right to appeal any enforcement of quarantine under this rule by the City by filing a notice of appeal with the City Clerk at _____. A telephonic administrative hearing shall be held within one business day of the filing of the written notice of appeal. Individuals filing a notice of appeal must enter quarantine as ordered immediately regardless of a pending appeal. The sole purpose of the appeal hearing is to determine if the individual is in the state of the disease where quarantine is necessary.

During the telephonic administrative hearing, the hearing officer will consider the quarantine order on its face, testimony by the quarantined individual or his or her representative, and testimony by the issuer of the quarantine order. The hearing officer may only uphold the issuance of the order if he or she determines that: 1) The length of the quarantine does not exceed the period of incubation and communicability for COVID-19 as determined by the Director of the CDC and confirmed by the State of Alaska and that 2) the individual is in fact the individual that tested positive for COVID-19 or was

issued a medical quarantine order due to COVID-19 symptoms. There is a rebuttable presumption that the individual is not subject to quarantine under this rule if the individual produces evidence of a negative COVID-19 test administered after the date of the ordered quarantine. No quarantine order shall be enforced if the State of Alaska objects to such enforcement. The hearing officer shall issue a written decision with findings 48 hours after the hearing.

Rule 16. Commercial Operations COVID-19 Document Submission. All businesses or individuals engaged in the sale of goods or services in this City or conducting commercial operations within the City shall file with the City:

1. Any protocol or plan regarding COVID-19 submitted to the State of Alaska, the United States Coast Guard or any other agency, branch or department of the federal government;

2. Any memorandum of understanding or agreement regarding COVID-19 executed by and between the business or individual and the State of Alaska or the federal government; and

3. Any enforcement orders or notices of violation involving COVID-19 filed against the individual or business by a government or military entity, including the Department of Health and Human Services and the United States Coast Guard.

Submissions required under this rule must be received by the City no more than five (5) working days after the effective date of these rules or within 72 hours after the business or individual reasonably foresees that he, she or it will operate or engage in the sale of goods or services within the City while these rules are in effect. Submissions under this rule should be emailed to the City's Emergency Operations Management team at _____. A business or individual may be exempt from submitting a document under this rule if the government entity issuing or executing the document provides the City with a written statement identifying the document as confidential and confirming that the City cannot require production of the document.

Duration. These rules are adopted and immediately effective by Emergency Order April 15, 2020. These rules may be extended by Emergency Order for 30-day periods if the City Manager determines that the VOCID-19 public health emergency continues to exist and extension of the rules is necessary to protect public health, safety, and welfare. Council may repeal any or all of these rules by resolution. No rule shall remain in effect for longer than is necessary to protect the public health, safety, and welfare from the emergency public health crisis caused by COVID-19.

April 15, 2020

_____

Jim Hunt

City Manager/Director of Director of Civil Defense and Disaster

CITY OF WHITTIER, ALASKA
RESOLUTION #10-2020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, AUTHORIZING FUNDING IN AN AMOUNT NOT TO EXCEED $170,000 FOR THE PURPOSE OF DESIGN AND SPECIFICIATIONS FOR A NEW PUBLIC PARK AND AMENITIES, AND APPROPRIATING FUNDS

WHEREAS, the Whittier City Council passed resolution #18-2017 appropriating $22,982 of Cruise Ship Passenger Vessel Tax Proceeds to develop a conceptual plan for a new City park to be located at the south end of Glacier Avenue near Whittier Creek, on August 22, 2017; and

WHEREAS, a Master Plan was developed for the park in June 2018, identifying elements of the park, including amenities such as parking lot, signage, restrooms, sports courts, pavilion and barbeque are, fire pits, playground, multi-purpose field, trails, observation deck, etc.; and

WHEREAS, the City is prepared to undertake the next phase of the project, to develop design documents for Phase I construction of the park, including: 1) field survey to establish monument control points, collect topographic data and utility location data, and prepare a base map for the design; 2) conduct geotechnical investigation including test pits, and prepare a geotechnical report; 3) verify site facility concepts for pavilion and restrooms, including 35% architectural plans; 4) provide submittals at 75% design and 100% design; prepare design plans and project specifications; calculate quantities and prepare construction cost estimates; and 5) assist the City with developing specifications and conducting the bid process.

NOW, THEREFORE, BE IT RESOLVED; the City Council authorizes the City Manager to move forward with Phase 1 of the City Park Project as identified in the recitals above, with funding in the amount of $170,000 appropriated as follows: 1) $85,000 from the General Fund undesignated reserves account no. 01-990-9990, and 2) $85,000 from the CPV Fund undesignated reserves account no. 20-990-9990, for a total of $170,000 into the City Park Fund account no. 24-390-4990.

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

_____
Dave Dickason
Mayor

ATTEST:

_____
Naelene Matsumiya
City Clerk

Ayes:
Nays:
Absent:
Abstain:

CITY OF WHITTIER, ALASKA
RESOLUTION #15-2020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, AUTHORIZING THE PURCHASE OF MSA SCBA AIRPACKS FROM ARCTIC FIRE & SAFETY IN THE AMOUNT OF $45,237.50

WHEREAS, the City of Whittier City Council passed Resolution #45-2019 on November 12th, 2019, accepting the FEMA FY2018 Assistance to Firefighters Grant in the amount of $45,714.28, authorizing matching funds in the amount of 42,285.72 and appropriating funds; and

WHEREAS, the City of Whittier, through the competitive bid process, solicited three bids from Alaska MSA SCBA vendors for air packs, including bottles, plus at least one spare bottle, which represents critical safety equipment needed to meet NFPA 2018 guidelines.

NOW, THEREFORE, BE IT RESOLVED, that the Whittier City Council authorizes the City Manager to purchase (7) MSA G1 SCBA air packs and related attachments and/or accessories from Arctic Fire & Safety for $45,237.50 from Fire Equipment account no. 0100-520-3735.

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

ATTEST:

Naelene Matsumiya	Dave Dickason
City Clerk	Mayor

Ayes:
Nays:
Absent:
Abstain:

ARCTIC FIRE & SAFETY
702 30TH AVE
FAIRBANKS, AK 99701
P: 907-452-7806
F: 907-452-7876

SERVING FAIRBANKS FOR OVER 30 YEARS
ARCTIC FIRE & SAFETY
INDUSTRIAL • MILITARY • PERSONAL

INVOICE ID #: ASSIGN 245883
CUSTOMER
POS STATION 25
PAGE NUMBER Page 1 of 1

BILL TO:
CITY OF WHITTIER

Estimate

SHIP TO:
QUOTE ONLY
FOR ANDRE
907-831-6058
POLICECHIEF@WHITTIERALASKA.GOV

ORDER DATE 4/14/2020 CUSTOMER PO QUOTE ONLY CLERK NAME Matthew Lumley
SHIP DATE 4/14/2020 TERMS

Our Part #	MFG Part #	Description	Ordered	Shipped	Price	Total
		QUOTE ONLY FOR ANDRE 907-831-6058 POLICECHIEF@WHITTIERALASKA.GOV				
10158385	10158385	BATTERY CHARGER FOR 10148741-SP SCBA/G1 AIRPACK	1	1	595.00	595.00
10156459	10156459	SCBA/G1 FACEPEICE 4 POINT HARNESS MEDIUM	7	7	295.00	2,065.00
10156424-SP	10156424-SP	SCBA/G1 CYLINDER 45MIN 4500PSI	7	7	1,025.00	7,175.00
10148741-SP	10148741-SP	BATTERY/RECHARGABLE FOR SCBA/G1 AIRPACK	7	7	325.00	2,275.00
SO-MISC	SO-MISC	G1 SCBA 4500PSI PN# G1FS442MAC0LAR	7	7	4,732.50	33,127.50
				Sub Total		$45,237.50
				Total		$45,237.50

NET 30 DAYS. 18% APR WILL BE CHARGED ON PAST DUE AMOUNTS. I AGREE TO PAY THE ABOVE TOTAL AMOUNT ACCORDING TO TERMS. MY SIGNATURE ACKNOWLEDGES ACCEPTANCE OF THIS SALE.

SIGNATURE: _____

PRINTED NAME_____

Any items purchased related to the COVID-19 are FINAL, NO returns, NO exceptions!

Total Safety U.S., Inc.
209 E. 51st Avenue
Anchorage, AK 99503
Phone: 907.743.9871
Fax: 907.743.9872

EQUIPMENT QUOTE

Customer: Whittier Fire Department
Chris Lau
(907) 831-6319

Date: 4/15/2020
Customer Rep: Thomas Feaster
Phone #: 907-244-2909

Qty:	Description:	Part Number:	List:	Your Cost:	Subtotal:
7	MSA G1 SCBA: 4500 psi, CGA 347, no chest strap, metal cylinder band, adjustable swivel lumbar pad, solid cover regulator, PASS, amplifier	MSAAG1FS421MA 2C0LAR	$7,344.00	$5,679.36	$39,755.52
7	G1 Facepiece, 5-point Kevlar Harness	MSA10161813	$443.04	$342.61	$2,398.27
7	4500 psi, 45-min carbon wrapped, CGA 347 fitting Cylinder	MSA10156425-SP	$1,528.00	$1,228.92	$8,602.44
1	Battery Charging Bank for MSA G1	MSA10158385	$787.50	$661.49	$661.49
	Pricing includes shipping and delivery to Whittier				
	Lead Time 8-10 weeks				
			Total		$51,417.72

Customer: Whittier VFD
Chris Lau
EMA1@whittieralaska.gov

Ship To: _____

Drop Ship _____
Customer Pick-Up _____

Overnight _____
2 Day Air _____
Ground _____

Thank You for Your Interest

Alaska Safety, Inc.

Alaska Safety, Inc.
4725 Gambell Street
Anchorage, AK 99503
Phone: (907) 561-5661 Fax: (907) 561-8484

Quotation# 037408

Account ID	Contact	
00001148	Audrey	
Customer PO	Telephone	Facsimilie
None	(907) 831-6058	(907) 472-2404

Bill To:

City of Whittier
Account Payable
PO Box 608
Whittier, AK 99693

Ship To:

City of Whittier
PO Box 608
Whittier, AK 99693

Special Order ☐ **Drop Ship** ☐

Quote Date	Comments	Special Instructions	Terms
02/14/2020			NET 30

Ship Via	Date Required	FOB	Prepared By	Order#	Salesperson
WC	02/14/2020	Anchorage	WR		Wilson Reece

Quantity	Item#	Description	Price	Total
1 EACH	MS10158385	G1 Charging Station, 6 Battery Unit	$639.75	$639.75
7 EACH	MS10148741SP	G1 Rechargable Lithium Battery Pack	$315.50	$2,208.50
7 EACH	MS10156424SP	MSA 4500psi G1 RC Cylinder, 45 min. Low Profile Cylinder	$1,092.00	$7,644.00
7 EACH	MSAG1FS442MA2C0LAR	MSA G1 4500psi SCBA	$4,895.50	$34,268.50
7 EACH	MS10156459	MSA G1 Medium Face Piece FM1M401	$295.00	$2,065.00

Comments
This quotation is good for 30 days from the date listed above. Thank you for the opportunity!

Sub Total	$46,825.75
EXMT 0% Tax	$0.00
Freight	$250.00
Grand Total	$47,075.75
Deposit	$0.00
Balance	**$47,075.75**

Approved By: _____ **Date** _____