



City Council Special Meeting Agenda

October 27, 2025 at 6:00 PM

City Council Chambers, Whittier Alaska

Mayor: Victor Shen

City Manager: Jackie C. Wilde

City Clerk: Shelby Carlson

City Attorney: Holly Wells

Council Members: Tom Wagner, Seat B, Jamie Loan, Seat C, Renner Macaldao, Seat D, David Pinquoch, Seat E, Peter Denmark, Seat F, Lorianne Borg, Seat G

Call to Order

Opening Ceremony

Roll Call

Citizen Comments on Any Agenda Item Except Those Items Scheduled For Public

Hearing: Those who have signed in will be given the first opportunity to speak on any agenda item except those scheduled for Public Hearing. Time is limited to two (2) minutes per speaker and thirty (30) minutes total time for this agenda item.

Approval of Special Agenda

Conflict of Interest: Immediately after the Council approves the agenda at a regular or special meeting, each Council member shall declare any financial interest in a matter appearing on the agenda. Any Council member or member of the public present at the meeting may question whether another Council member has a financial interest in a matter appearing on the agenda.

Resolutions

- 1.** Resolution 2025-037 Authorizing the City Manager to Apply for and to Accept a 100% Subsidized Loan in the Amount of \$3,500,000 from the State of Alaska Department of Environmental Conservation for the Purpose of Funding the Whittier Water Well Replacement Project, and Appropriating Funds
- 2.** Resolution 2025-038 Authorizing Signatories for All City Bank, Investment and Credit Card Accounts and Rescinding All Previous Resolutions in Conflict Herewith

Council Comments

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

Council and Administration Response to Citizen Comments

Adjournment

Agenda Statement



Meeting Date: October 27, 2025

To: City Council

Through: Jackie C. Wilde, City Manager

From: Kristin Erchinger, Finance Director

Agenda Item: Accepting ADEC 100% Loan Subsidy for Water Well Replacement Project

BACKGROUND, JUSTIFICATION, & INTENT:

The City of Whittier's water distribution system exceeds 80 years of age and has reached the end of life. The City has been pursuing funding to replace the water distribution system for more than ten years and has performed a water modeling assessment, drilled two exploratory wells, assessed the condition of infrastructure and capital assets, and considered alternatives to address the system's deterioration. Existing well casings located within existing well houses are undersized to accommodate new higher capacity well pumps. The deteriorated condition of existing infrastructure and the need to increase capacity of the community's water supply to address increased demand, necessitates replacing existing wells, installing new pumps, modernizing controls, and replacing existing piping, valves and various capital assets.

The City received a federal CDS grant for \$1,230,000 prior to COVID, expecting that would be sufficient to fund the project. However, multiple bids and significant cost escalations bring the 2026 total project cost estimate to \$5,310,000, as determined by a third-party engineer's cost estimate. The State ADEC SFY26 ADWF Project Priority List identifies \$3.5 million in 100% loan subsidy to contribute to the Whittier Well Replacement Project, representing the highest ranking project on that priority list. This leaves additional project funding needed of at least \$580,000 which is expected to come from a commitment from USDA to cover any remaining shortfall. In addition, to avoid catastrophic failure of the City's drinking water system, the City is committed to provide further funding if there is a funding shortfall, to complete the project.

CONSISTENCY CHECKLIST:

	Yes	No	N/A
1. Legislative Priorities; RES 2024-36 Fed; RES 2024-37 State	☒	☐	☐
2. Comprehensive Plan	☒	☐	☐
3. Whittier Code	☐	☐	☒
4. Other – 2025/2026 <i>Capital Improvement Plan</i> , p.30	☒	☐	☐

FISCAL NOTE: This Resolution will authorize \$3.5 million in State ADEC funding as contribution to the replacement of the City's water well system.

ATTORNEY REVIEW: ☐ Yes ☐ No ☒ Not Applicable

RECOMMENDATION: Approve Resolution 2025-037 authorizing the application and acceptance of \$3.5 million in 100% loan subsidy from the State of Alaska ADEC for the Water Well System Replacement.

Sponsored by: Wilde

**CITY OF WHITTIER, ALASKA
RESOLUTION 2025-037**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA
AUTHORIZING THE CITY MANAGER TO APPLY FOR AND TO ACCEPT A 100%
SUBSIDIZED LOAN IN THE AMOUNT OF \$3,500,000 FROM THE STATE OF ALASKA
DEPARTMENT OF ENVIRONMENTAL CONSERVATION FOR THE PURPOSE OF
FUNDING THE WHITTIER WATER WELL REPLACEMENT PROJECT, AND
APPROPRIATING FUNDS**

WHEREAS, the City's third-party water modeling assessment demonstrated the City's 80-year-old water distribution system has reached the end of its useful life and is no longer able to provide adequate water pressure to ensure sufficient production capacity during periods of high demand; and

WHEREAS, the City has performed multiple studies and analyzed various alternatives to meet capacity needs ultimately recognizing that existing well casings located inside existing well houses are undersized to accommodate new higher capacity well pumps, and given the poor condition of existing infrastructure and the need to increase capacity of the community's water supply, it is necessary to replace existing wells, install new pumps, and modernize controls; and

WHEREAS, two exploratory wells were installed in 2020 for the aquifer pumping test, design and permitting for the project, and final sealed plans, were completed in 2021, permits were obtained including the ADEC Approval to Construct and State Fire Marshall certificate, and the City completed the EPA Categorical Exclusion checklist and the National Historic Preservation Act Section 106 consultation; and

WHEREAS, the proposed Well Field Replacement Project will construct a new 31'x35' well building to include permanent installation of an electric generator, new well pumps, controls for the new well pumps and existing well, associated piping and valves, and demolition and decommissioning of existing Well Houses No. 2 and 3, and other related equipment; and

WHEREAS, the projected costs of the project have escalated significantly over time, first as a result of COVID-related impacts, then transportation and shipping costs, and more recently, inflationary cost increases, with the project having been bid twice in 2024, with bids rejected due to costs coming in significantly higher than available funding, and necessitating a pause in the project pending securing additional funding; and

WHEREAS, The State of Alaska DEC Alaska Drinking Water Fund SFY26 Project Priority List identifies the Whittier Well Replacement project as the highest-ranking project, qualifying Whittier for a 100% loan subsidy.

NOW, THEREFORE, THE WHITTIER CITY COUNCIL HEREBY RESOLVES:

Section 1. The City Manager is hereby authorized to apply for and accept a 100% subsidized loan from the State of Alaska Department of Environmental Conservation in the amount of \$3,500,000 to fund the Water Well Replacement Project, and to execute any and all documents necessary to facilitate acceptance of State of Alaska DEC Funds.

Section 2. Funding for the project is hereby appropriated as follows: 1) \$3,500,000 from the State of Alaska DEC's FY26 ADWF funding to State Grant Revenue Account No. 77-360-4000; 2) \$1,230,000 from Congressionally Designated Spending under USEPA Grant CG-02J49601-1 to Federal Grant Revenue Account No. 77-360-4012; and 3) \$580,000 from USDA grant/loan funding to Federal Grant/Loan Proceeds Account No. 77-360-4012, for a combined total of \$5,310,000 appropriated to capital project expense Account No. 77-800-9580. Matching funds, if required, have been designated in Account No. 20-990-9990.

Section 3. This resolution shall be effective immediately upon adoption.

PASSED AND APPROVED by a duly constituted quorum of the Whittier City Council on this 27th day of October, 2025.

Victor Shen
Mayor

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Shelby Carlson
City Clerk

(City Seal)

Alaska Drinking Water Fund - State Fiscal Year 2026 (SFY26) Project Priority List - Base and General Supplemental Funding

Net Resources Available to Provide Assistance = \$124.5 million.

(1) Within Funding Limits column indicates that the project is within the current fundable limit of the Alaska Drinking Water Fund. Large projects (over \$5 million) may be phased based on projected funding needs during the next year. Loan applications may be submitted for any project within the funding limits that is ready to proceed.

(2) Loan forgiveness is subject to change depending on the readiness of projects to proceed.

(3) Loan repayment terms will be finalized when a loan agreement is offered. The finance rate will be based on a calculation identified in Alaska Administrative Code (18 AAC 76).

(4) Individual Pro Fi projects are reviewed and assigned a weighted scored based on the total project cost. The overall score for the Pro Fi questionnaire is the sum of weighted scores for all of the Pro Fi projects.

Rank	Score	Equivalency Project	Within Funding Limits ⁽¹⁾	Public Water System Name and ID# (Population Served)	Applicant	Project Name and Description	Requested Loan Amount	Disadvantaged Community Tier	Loan Forgiveness ⁽²⁾	Loan Repayment Term ⁽³⁾ (years)	Green Project Estimate	Green Project Type	Sustainability Policy	Anticipated Project Start Date	Added to PPL
DRINKING WATER PROJECT QUESTIONNAIRES															
1	235	X	X	Whittier AK2211952 (377)	Whittier	Whittier Well Replacement - Design and construct a new well system and supporting facilities to replace the existing system built in the 1950s to meet current water supply needs for residential, commercial, and industrial customers.	\$3,500,000	Tier 4	\$3,500,000	20 to 30	\$100,000	Energy Efficiency	Fix It First	5/1/2026	SFY26-1
2	225		X	North Pole AK2310675 (2,427)	North Pole	North Pole Water Main Replacement Phase 1 - Replace approximately 9,120 feet of water mains and place 16 fire hydrants in the west downtown area.	\$6,500,000	Tier 1		20 to 30	TBD	Water Efficiency	Fix It First	5/4/2026	SFY26-2
3	210	X	X	MOA Municipality of Anchorage AK2210906 (291,826)	AWWU	Girdwood New Townsite Well - This project will plan, design and construct a new well and well house with appropriate storage and treatment to meet existing regulations. The new well will replace an existing high manganese well and a well identified as ground water under the direct influence of surface water. Financing for this loan may be split between Emerging Contaminants funds and the Base/General Supplemental funds.	\$16,992,000	Tier 2	\$1,500,000	20 to 30			Fix It First	12/31/2025	SFY26-2
4	200		X	Vallenar View Mobile Home Park AK2120012 (190)	Unified Alaskan Utilities	Source Development and Transmission Main - Develop a ground water well based on groundwater data collected during a 2024 source water feasibility study; and construct a well house, treatment facility, and transmission main to deliver water to the Vallenar View public water system.	\$1,605,720	Tier 2	\$1,500,000	20 to 30			Effective Utility Mgmt	7/10/2025	SFY26-1
5	190		X	Ketchikan Gateway Borough AK2121510 (1,321)	Ketchikan Gateway Borough	Roosevelt & Franklin Drive Water Main Replacement – Replace approximately 2,400 linear feet of water distribution mains from the Roosevelt Booster Station to the Pressure Reducing Vault along Franklin Road and from Roosevelt Drive to the Ravenwood Drive intersection. Work will also include the installation of 3-way valve clusters at intersecting roads, replacement of all valves, replacement of copper water services with HDPE, and potential replacement of hydrants.	\$750,000	Tier 2	\$750,000	5 to 20			Fix It First	7/1/2025	SFY25-3
6	160		X	Homer AK2240456 (6,040)	Homer	Raw Water Transmission Line Fiber Cable - Install underground fiber optic cable connecting the water treatment plant to the raw water pump station.	\$150,000	Tier 2	\$150,000	20 to 30			Effective Utility Mgmt	6/1/2025	SFY25-2
7	157 ⁽⁴⁾	X	X	MOA Municipality of Anchorage AK2210906 (291,826)	Anchorage Water and Wastewater Utility (AWWU)	SFY25 Programmatic Financing (Pro Fi) Loan - The applicant has provided a list of eligible projects including planning, design, engineering, and construction activities for water infrastructure projects. A list of projects is attached.	\$11,500,000	Tier 1		20			Fix It First	9/1/2022	SFY25-1
8	155		X	Ketchikan AK2120232 (8,079)	Ketchikan	Water Street Water Main Replacement - Replace the corroded 1993 ductile iron drinking water main that is installed beneath Water Street/Tongass Avenue with high density polyethylene (HDPE) pipes.	\$3,500,000	Tier 2		20 to 30	\$5,000	Water Efficiency	Fix It First	10/10/2025	SFY26-1
9	155		X	Ketchikan AK2120232 (8,079)	Ketchikan	Tongass Avenue Water Main Replacement - Replace the corroded 1993 ductile iron drinking water main beneath Water Street/Tongass Avenue with high density polyethylene (HDPE) pipes.	\$3,500,000	Tier 2		20 to 30	\$5,000	Water Efficiency	Fix It First	3/31/2025	SFY26-1



Whittier Well Field Upgrade Project

Preliminary Engineering Report

Prepared by City of Whittier, Alaska and CRW Engineering Group, Inc.

Date February 4, 2025



1. Project Planning

The City of Whittier is located at the head of the Passage Canal on Prince William Sound, about 58 miles southeast of Anchorage. The only land access is through the Anton Anderson Memorial Tunnel, a mixed-use road and rail tunnel. There is a harbor and a deep-water port used by cruise ships and the Alaska Marine Highway. Whittier is the Alaska Railroad Corporation's connection to rail systems in Canada and the lower 48 states by way of rail barge.

The City is within the Chugach Census Area, one of the two entities established in 2019 when the former Valdez–Cordova Census Area was dissolved. The population was 272 at the 2020 census, having increased from 220 in 2010. The median income for a household in the city was \$45,000 in 2019. The per capita income for the city was \$29,106.

Whittier's city government consists of a seven-member council with a mayor and six council members. The City has four key departments: Administration, Harbor, Public Works & Utilities, and Public Safety.

Whittier's main weather station receives just over 197 inches of precipitation in the average year. Whittier is located at the northern tip of the world's northernmost temperate rainforest, the Tongass. Whittier's annual average temperature is 41.1 °F, with the hottest month being July at 57.2 °F and the coldest month being January at 28.2 °F. Temperature extremes ranged from -29 °F on December 23, 1942, to 88 °F on July 23, 1966. Whittier's coldest temperatures typically fluctuate between 0 °F and 10 °F each year, so Whittier falls in USDA Plant Hardiness Zones 7a.

2. Existing Facilities

The City's existing water supply includes three public water wells, which at 80 years old are at the end of their useful life. See Figures 1 – 3 at the end of this document for location maps.

Well No. 1 (500 gpm), Well No. 2 (250 gpm), and No. 3 (230 gpm) were originally constructed by the military in the late 1940's and early 1950's and the well casings are undersized to accommodate new higher capacity well pumps. The wells were not constructed with surface seals, and it is suspected that they do not have well screens. Each well is installed inside a well house with concrete block construction, and the well houses are all failing and beginning to fall apart. If even one of the wells fails, it will impact the capability of the City to provide an adequate supply of potable water to the community. The existing well controls are not automated and must be manually operated daily. The system does not have any alarms to indicate either extreme water levels in the storage tank or well pump failure.

As part of the Well Replacement Project, the City installed two new exploratory wells (Well A and Well B) in 2020 for an aquifer pumping test and evaluation. These exploratory wells were drilled and developed with 12-inch casings and stainless steel well screens so they could potentially be utilized for the well field upgrade project. The top 20 feet of the wells were installed with a surface seal. Well A yielded a pumping rate of 750 gpm and Well B yielded a pumping rate of 500 gpm which together provide sufficient water supply to meet the growing needs of the community. Appendix C provides a summary of the aquifer pumping test and evaluation (Aquifer Evaluation Report, Shannon & Wilson, December 2020).

3. Need for Project

This project is necessary to provide an adequate water supply for the Whittier community. The project will benefit a total of 114 year-round occupied homes (114 Equivalent Dwelling Units - EDU's), and is required to meet Whittier's growing industrial base, including significant growth in seasonal cruise ship operations. Whittier currently receives more than 200,000 cruise ship visitors annually. The completion of a new cruise ship double-berthing facility in 2024 will add an additional 200,000 passengers through the community annually. The number of cruise ships calling in Whittier is expected to increase in the years ahead, putting further demands on the domestic water supply already at 90% capacity during the busy summer season. Without an adequate water supply, Whittier's seafood processing industry will not be able to expand its production during the fishing season.

4. Alternatives Considered

Three alternatives were considered for this project:

- A. Replace well pumps in existing wells; upgrade well houses; and install new controls.
- B. Construct two new wells; install well pumps; construct one new well house; install new controls.
- C. Do nothing.

The existing well casings, located inside the existing well houses, are undersized to accommodate new higher capacity well pumps. Additionally, the well casings were not

constructed with surface seals. It is not feasible to increase water supply to the community using the existing facilities that are at the end of their useful life. Therefore, Alternative A was dismissed and not considered further.

Alternative B provides the capacity and controls upgrades to satisfy the need for the project. This alternative will construct new facilities within the existing well field limits, eliminating the need for any new property or easements.

It is necessary to increase the capacity of the City's existing water supply and provide new controls for the water system. Alternative C was dismissed as it does not increase the capacity of the City's water supply and does not provide new system controls.

5. Selected Alternative B – Construct New Well Building, Well Pumps, and Controls

The design and permitting for selected Alternative B were completed in 2021. Appendix A provides the ADEC-approved Whittier Well Field Upgrade final sealed plans (December 2021) which were bid in January 2024. The two exploratory wells (Well A and Well B) installed in 2020 for the aquifer pumping test and evaluation were incorporated into the design of Alternative B. They were constructed in accordance with ADEC requirements for municipal water wells.

Permits obtained for the project include the ADEC Approval to Construct and a State Fire Marshall certificate. In addition, the City has completed the EPA Categorical Exclusion checklist and the National Historic Preservation Act Section 106 consultation. Pursuant to 36 CFR 800.4(d)(1) implementing regulations of Section 106 of the Historic Preservation Act, the City of Whittier, in partnership with local tribes, finds that no historic properties are affected by the proposed project. The area of potential effects for the project encompasses approximately seven acres and includes a 200-foot radius around each of the existing wells. There are seven known cultural resources within a 0.5-mile radius of the project area; three are eligible for listing on the National Register of Historic Places and three are not eligible. None of the cultural resources are within the project's area of potential effects. The proposed project does not impact cultural resources.

Construction of the project was delayed pending funding; construction cost was estimated to be \$1.23 million. The project was bid in January 2024 and the low bidder for the project was \$2.58 million. The project received four bids, but due to the bidding climate at the time, the lowest of the four bids was significantly higher than the available funding.

The January 2024 bid documents (plans, specifications, addenda, bid results) are currently available on the City of Whittier website <https://www.whittieralaska.gov/rfps/> under the title INVITATION TO BID FOR WHITTIER WELL FIELD UPGRADE.

6. Proposed Project

The Well Field Upgrade project will construct a new well building, well pumps, water main piping, and well controls. The well pumps will be installed in new wells (Well A and Well B) drilled and developed in December 2020 at the existing well field. New 750 gpm and 500 gpm well pumps will be installed and connected to existing manifold piping. Water from the wells will be routed through the new 30-foot x 30-foot well building to meter and sample water from each well in accordance with ADEC requirements. The City will permanently install an existing standby generator in the building, and the building will be configured to provide space for a future chlorination system. The building will house the controls necessary to monitor water demand and to control when the pumps operate, in order to meet water demand. The controls will be configured to allow the lead well to be rotated among the two new wells and automatically start the second well if required. Each well will have a pressure transducer to monitor and record drawdown of the aquifer in real time, providing continuous data of the aquifer's performance. Alarms will be provided for low reservoir level, high reservoir (overflow) level, and well pump failure. Controls and piping will be installed to accommodate a future third municipal well. The existing wells will be abandoned in accordance with ADEC regulations, and the existing failing well house structures will be demolished.

The project scope includes the following components. Appendix B - 35% Design & Technical Memo (CRW Engineering Group, April 2021) provides additional detail (note – 35% design sheets removed to reduce file size).

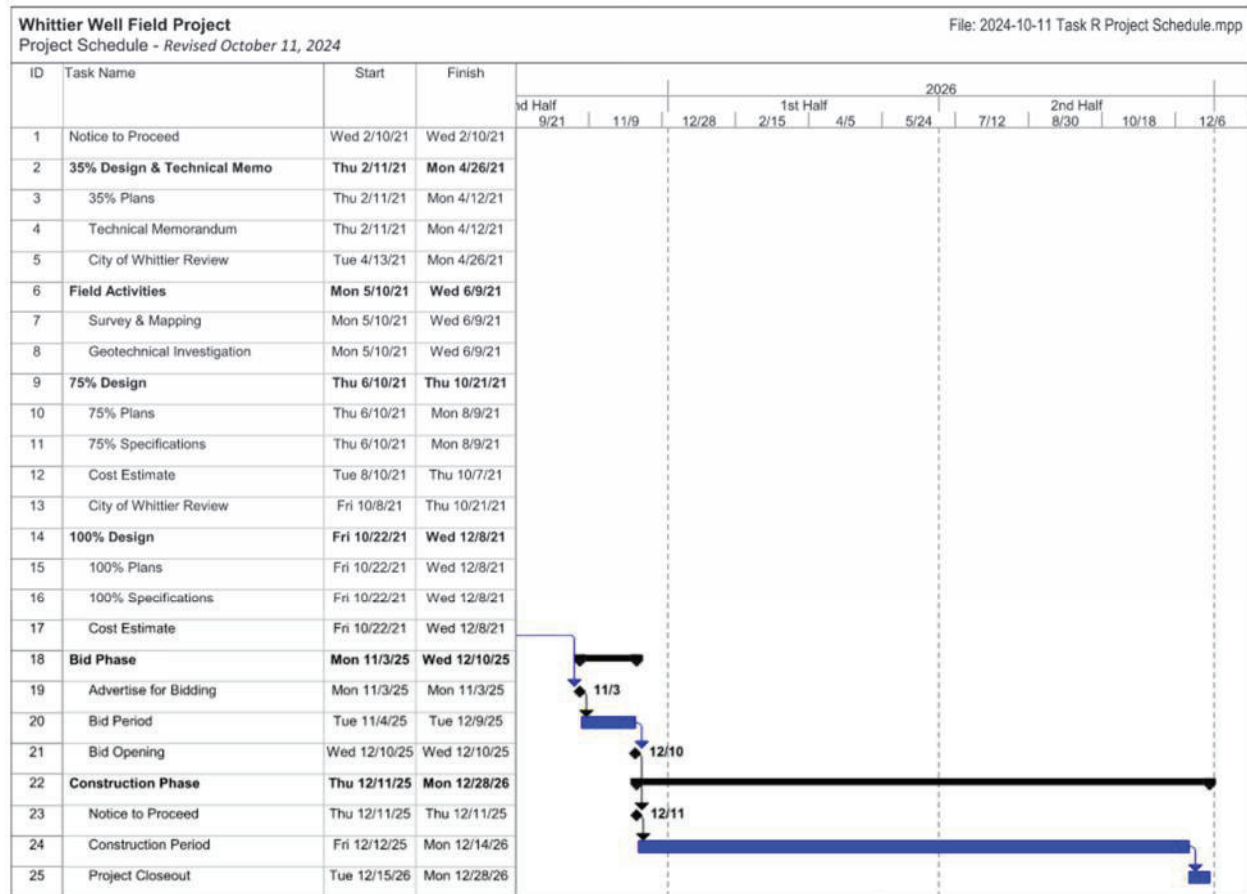
- Well Building – 30-foot x 30-foot CMU block building with concrete slab on grade floor. Water from the new wells will be routed into the building where it will be metered prior to entering the water distribution system as required by ADEC. Controls for operating the wells will be housed in the well building along with an existing generator installed in the building to provide emergency power for the wells. The well building will be located east of and adjacent to the existing Well House No. 3.
- Well Pumps – Pumps will be sized and selected for the desired production of 500 gpm and 750 gpm from each well. Electrical and controls will be routed back to the well building.
- Water Main Piping – Water from the wells will be routed to the well building through new ductile iron pipe water mains. From the well building, piping will connect to the existing water distribution system near existing Well House No. 2. Piping will be installed to accommodate a future third well.
- Controls – Controls for the new wells will be housed in the well building. The controls will allow the well pumps to be operated in either automatic mode or hand mode (manually). Operation of the wells will be determined by the level of water in the City reservoir; the controls will call for either one or both pumps to operate until the

reservoir is full, then the wells will be shut off. After the level of water has dropped to a predetermined level, the controls will call for either one or both wells to start. Initially, the new controls will also operate existing Well House No. 1 as backup. The controls will accommodate a future third well.

- Existing Well Houses – The existing well houses will be demolished once the new facilities are constructed and operational. Construction will be sequenced to ensure the existing well houses are not demolished until the new facilities have been commissioned. Well House No. 2 and No. 3 will be demolished as soon as practical. Well House No. 1 will initially be kept online as a backup.

Project Schedule

The project schedule has been revised to address the need to rebid the project.



Project Cost

The rough order of magnitude (ROM) cost to construct the Well Field Upgrade project is \$5.31 million (construction cost, 20% construction contingency, City administration, and construction management). This cost is based on bid prices obtained in February 2024 when the project was put out for bids but there were not adequate funds to award a contract.

City of Whittier, Alaska

Well Field Upgrade

Rough Order of Magnitude Cost - Year 2026

Construction

1. Electric & Gas Building Services	\$40,000
2. Well Building, Water Mains & Controls	\$3,312,000
3. Well Pumps (2 Installed + Spare)	\$278,400
4. Decommision Well No. 2	\$30,000
5. Decommision Well No. 3	\$33,600
Construction Subtotal	\$3,690,000
Construction Contingency (20%)	\$740,000
Construction Total	\$4,430,000

Administration/Construction Management

City of Whittier Administration (5%)	\$220,000
Construction Management (15%)	\$660,000
Project Administration Total	\$880,000

TOTAL ESTIMATED PROJECT COST	\$5,310,000
PROJECT COST PER EDU (114 EDU'S)	\$46,600

Project Figures

The well field location and the conceptual layout of the proposed project components are shown in the following figures. The project location is the site of the existing well field for which the City has a long-term permit issued by the landowner, the Alaska Railroad Corporation.



**Whittier Well Field Upgrade Project
Figure 1. Project Area**



Whittier Well Field Upgrade Project
Figure 2. Area of Potential Effect



Whittier Well Field Upgrade Project
Figure 3. Conceptual Layout (Google Image)

7. Conclusions and Recommendations

The project has been designed, permitted, and is shovel ready. It is recommended that the City seek and obtain additional funding and rebid the project for construction.

25. WATER– New Water Wells and Automation

The City's water modeling system shows that the water distribution system cannot provide adequate pressure to ensure adequate production capacity during periods of high seasonal demand. This project would address water system deficiencies including inadequate pressure and flow from the western area of Whittier that includes the small boat harbor, cruise ship terminal, fish processing facility, hotel, and 37 acres of land. The City seeks to connect a well with high water production located south of town near Glacier Avenue to the water system. Connecting this well will help ensure our water system has adequate production capacity during periods of high seasonal water demand.

Estimated Cost: \$3.13 million

Recommended Funding: Federal Grant, CPV

Status of the project: Well Field Design complete. Request for Proposals advertised twice in 2024 with project costs doubling, exceed available grant funding of \$1.23 million. The project is ready to re-bid and begin construction upon receipt of additional funding.

The City previously installed two test wells to conduct aquifer pumping tests to determine the proper location and size needed to service Whittier's production wells. Desired capacity 750 gpm each well. Design of new well building (30' x 30' CMU block building with concrete slab on grade floor), including controls housed in well building. Existing generator will provide emergency power for wells. Well building to be located east of and adjacent to existing Well House No. 3. Well pumps to be sized to meet desired production of 750 gpm for each well. Water from wells to be routed to new well building through new ductile iron pipe water mains connected to existing water distribution system new Well House No. 2. Controls will allow well pumps to be operated in automatic or manual mode. Controls will call for one or both bumps to operate until reservoir is full, then wells auto shut off. After water level drops to predetermined level, controls will call for one or both wells to start. Existing wells and well houses will be demolished once new well facilities are operable. Construction will be sequenced to ensure existing well houses not demolished until new facilities commissioned. Well House No. 1 to remain online as a backup.





THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Environment & Conservation Item # 1.

DIVISION OF WATER
Technical Assistance and Financing

555 Cordova Street
Anchorage, Alaska 99501
Main: 907.269.7502
Fax 907.269.7509
dec.alaska.gov

June 12, 2025

Scott Korbe, Director of Public Works
Kris Erchinger, Finance Director
P.O. Box 608
Whittier, AK 99693

Dear Mr. Korbe and Ms. Erchinger:

The Alaska State Revolving Fund (SRF) Program State Fiscal Year 2026 (SFY26) Project Priority List has been updated to include projects submitted by February 28, 2025, for financing through the Alaska Drinking Water Fund (ADWF). A loan application can be submitted for the project listed below. The complete Project Priority Lists (PPL) and the Intended Use Plans can be found online at: <https://dec.alaska.gov/water/technical-assistance/state-revolving-fund/intended-use-plans/>.

Alaska Drinking Water Fund

Score	Project Name	Assistance Amount	Potential Loan Forgiveness	Questionnaire Submitted to SRF Program	Estimated Project Start Date
185	Whittier Well Replacement	\$3,500,000	\$3,500,000	2/28/2025	5/1/2026

To retain the loan forgiveness identified in the PPL for this project, a complete loan application must be submitted to the SRF Program by February 28, 2026. If an application is not submitted by the end of February, the loan forgiveness funds may be re-assigned to the next highest ranked eligible project on the SFY26 Project Priority List. If you foresee any issues or have any concerns about submitting a loan application by the end of February, please contact the SRF Program.

As mentioned in the Intended Use Plan, projects may remain on the Project Priority List for a maximum of two years. These projects will retain the same score originally assigned unless a revised questionnaire is submitted and reviewed. If projects do not move forward with SRF Program financing within two years from the date that the project questionnaire was submitted, the project will be removed from the list and a new questionnaire will be required to relist the project. The questionnaire submittal dates are included in the tables above for reference.

If you have questions about financing through the SRF Program, please contact me or Kevin De Michelis.

Sincerely,

Peggy Ulman
SRF Program Coordinator

Agenda Statement

Meeting Date: October 27, 2025
To: City Council
Through: Jackie C. Wilde, City Manager
From: Kristin Erchinger, Finance Director
Agenda Item: Updating Authorized Signatories on City Bank, Investment, Credit Accounts



BACKGROUND, JUSTIFICATION, & INTENT:

Whittier Municipal Code 3.24.030 establishes two classes of required signatories for City payment transactions; one from among members of the City Council and one from among the appointed officials of the City, including City Manager and at least one other appointed official. The City periodically experiences changes in personnel and elected members of the City Council and as a result, must amend its list of authorized signers on the City's accounts.

Resolution #44-2019 passed by the Whittier City Council on December 23, 2019, authorized the City to utilize electronic signatures for payments made on behalf of the City, so long as the signatures comport with WMC 3.24.030.

CONSISTENCY CHECKLIST:

	Yes	No	N/A
1. Legislative Priorities	☐	☒	☐
2. Comprehensive Plan	☐	☒	☐
3. Whittier Code: <i>Chapter 3.24 Disbursements</i>	☒	☐	☐
4. Other	☐	☒	☐

FISCAL NOTE: There is no financial impact of this change in authorized signers.

ATTORNEY REVIEW: ☐ Yes ☐ No ☒ Not Applicable

RECOMMENDATION: Approve Resolution 2025-038 authorizing signatories for all City bank, investment, debt and credit accounts and rescinding all previous resolutions in conflict herewith.

Sponsored by: Wilde

**CITY OF WHITTIER, ALASKA
RESOLUTION 2025-038**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER,
ALASKA, AUTHORIZING SIGNATORIES FOR ALL CITY BANK,
INVESTMENT AND CREDIT CARD ACCOUNTS AND RESCINDING ALL
PREVIOUS RESOLUTIONS IN CONFLICT HEREWITH**

WHEREAS, the City of Whittier (“City”) is the municipal government corporation of the community of Whittier, Alaska; and

WHEREAS, Whittier Municipal Code 3.24.030 establishes two classes of required signatories for City financial transactions; one from among members of the City Council and one from among the appointed officials of the City, including City Manager, City Clerk, and at least one other appointed official designated by position by City Council resolution; and

WHEREAS, the City periodically experiences changes in personnel and elected members of the Whittier City Council, and as a result, must amend its list of authorized signers on the City’s checking, investment, and credit card accounts; and

WHEREAS, by Resolution #44-2019, passed by the Whittier City Council on December 23, 2019, the City is authorized to utilize electronic signatures on all payments made on behalf of the City, so long as the signatures comport with Whittier Municipal Code 3.24.030.

NOW, THEREFORE, THE WHITTIER CITY COUNCIL HEREBY RESOLVES:

Section 1. Any authorized signer below is authorized to sign and/or approve checks, ACH payments, drafts, notes, wire transfers, online bill presentments, electronic payments and/or other orders drawn against the City of Whittier’s bank or investment accounts maintained at First National Bank of Anchorage, Key Bank, AMLIP, or any other bank or investment accounts, debt service accounts, or credit card or credit accounts in the name of the City of Whittier:

Group A: City Manager, Jackie C. Wilde; Assistant City Manager, City Clerk, Shelby Carlson; Public Works Director, Scott Korbe; and Finance Director, Kristin Erchinger.

Group B: Mayor, Victor Shen; Vice-Mayor Peter Denmark; Council members David Pinquoch, Jamie Loan, Lori Borg, Thomas Wagner, and Renner Macal tao.

Section 2. One signature of a person named in Group A and one signature of a person named in Group B are hereby required to endorse checks, drafts and other orders for and on behalf of the City of Whittier, provided, if a check, draft, warrant or other document is presented unendorsed for deposit to the credit of the City, the depository institution may supply the required endorsement, and provided that an electronic signature may be utilized.

Section 3. The City Manager, Assistant City Manager, Public Works Director or Finance Director are authorized to order the telephonic transfer of funds on behalf of the City of Whittier directly to or from another institution where the City has established an account, provided that prior to any transfer, sufficient documentation establishing the receiving account has been provided to the transferring institution by the institution designated to receive the funds, and provided that a Wire Transfer Authorization form has been signed by at least two individuals from Group A.

Section 5. The City Manager, Assistant City Manager or Finance Director may add or delete names of signers from City accounts when the person no longer holds the office designated in this Resolution.

Section 6. The City Manager, Assistant City Manager, Finance Director or City Clerk are authorized to obtain account information by phone or letter and are authorized to add or delete names of City credit card holders and to authorize the electronic payment of the City's credit card and other electronic payments, so long as all necessary documentation, including supporting receipts, have been received by the Finance Director and City Manager.

Section 7. All previously approved resolutions in conflict herewith are hereby rescinded.

Section 8. This resolution shall be effective immediately upon adoption.

PASSED AND APPROVED by a duly constituted quorum of the Whittier City Council on this 27th day of October, 2025.

Victor Shen
Mayor

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Shelby Carlson
City Clerk

(City Seal)