

Agenda Statement



Meeting Date: August 19, 2025
To: City Council
Through: Jackie C. Wilde, City Manager
From: Shelby Carlson, City Clerk
Agenda Item: Resolution 2025-031

BACKGROUND, JUSTIFICATION, & INTENT:

The City of Whittier will conduct its general election on October 7, 2025, to fill vacant city offices and address other matters as stipulated under Whittier Municipal Code (WMC) 2.06.070. Whittier has one precinct, requiring a single election board. In preparation, it is essential to appoint election officials to ensure the process is conducted smoothly and in accordance with law.

The City Clerk serves as the city election official, and any authorized assistant is an assistant city election official, responsible for all functions under WMC Chapter 2.06. Per WMC 2.06.120, the Council must appoint three judges to form the election board and may appoint up to two clerks. One judge is designated as chair, with primary responsibility for that precinct.

Where needed, the city election official may appoint up to three additional clerks to maintain order or reduce hardship, per WMC 2.06.120.

In line with WMC 2.06.420, this resolution sets wages at the Municipality of Anchorage's 2025 rates: \$25/hour for Chairs and \$20/hour for other officials.

The same individuals serving on the state's election board for the REAA election, scheduled that day, are proposed as city election officials to streamline procedures and maintain consistency across both elections.

CONSISTENCY CHECKLIST:

	Yes	No	N/A
1. Comprehensive Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Whittier Code: <i>Chapter 2.06, Elections</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

FISCAL NOTE: Compensation for election officials is established in WMC 2.06.420 and set by this resolution at \$25.00/hour for the judges and \$20.00/hour for election clerks. Estimated total cost is \$1,600.00, based on projected staffing hours, and is budgeted in the FY 2025 Elections account.

ATTORNEY REVIEW: ☐ Yes ☐ No ☒ Not Applicable

RECOMMENDATION: Administration recommends approval of Resolution 2025-031.