

Agenda Statement

Meeting Date: August 19, 2025
To: City Council
From: Jackie C. Wilde, City Manager
Agenda Item: Title 2 Updates



BACKGROUND, JUSTIFICATION, & INTENT:

The proposed amendments to Title 2 – Administration and Personnel – are intended to ensure that the Whittier Municipal Code accurately reflects current organizational structure, aligns with applicable provisions of Title 29 of the Alaska Statutes, and eliminates outdated or duplicative language. These updates are primarily housekeeping in nature and do not represent a change in governance or policy.

Key changes include:

- 1. Repeal of Chapter 2.15 “Director of Administration”**
The duties previously described under this title are those of the City Manager. Removing this chapter eliminates redundancy and simplifies interpretation of the Code.
- 2. Repeal of Sections 2.26.080 and 2.26.090 related to the “Executive Assistant”**
Administrative support positions vary over time and are typically managed internally. Removal of these provisions provides greater flexibility for administrative staffing.
- 3. Amendments to Sections 2.10.038 and 2.16.010 for clarity and statutory alignment**
Updates clarify the definition of “City Manager” and ensure consistency with Title 29 language governing qualifications and appointments.
- 4. Addition of Sections 2.26.060 and 2.26.070 defining the “Finance Director” role and responsibilities**
The revised language reinstates previously repealed provisions, supporting transparency, bonding requirements, and financial oversight consistent with sound municipal management practices.
- 5. Revisions to Section 2.70.010 “Applicability”**
The updated section removes references to eliminated positions and ensures accurate classification of exempt and classified service roles.

These changes support a clean, functional, and legally sound code framework for Whittier’s administrative operations.

CONSISTENCY CHECKLIST:

	Yes	No	N/A
1. Legislative Priorities	☐	☐	☒
2. Comprehensive Plan	☐	☐	☒
3. Whittier Code	☒	☐	☐
4. Other	☐	☐	☒

FISCAL NOTE: No fiscal impact to the City of Whittier. The resolution expresses policy support only and does not obligate City staff time or resources.

ATTORNEY REVIEW: ☒ Yes ☐ No ☐ Not Applicable

RECOMMENDATION: Administration recommends adoption of Ordinance 2025-003.