

# **City Manager Achievements – November 2024 to November 2025**

## **Major Leadership & Administrative Achievements**

Officially appointed City Manager on November 20, 2024, after serving as Acting for nearly two years. Stabilized city operations during a leadership transition and implemented structured staff evaluations and accountability measures.

Reorganized city management, issuing clear delegation of authority and defining operational protocols to ensure continuity. Introduced the Manager's Monthly Wilde Recognition program to highlight staff performance and promote morale. Strengthened collaboration among departments and established clear communication standards for internal and external correspondence.

Continued work with the Alaska Railroad Corporation (ARRC) on the land exchange Memorandum of Understanding (MOU), including appraisal coordination, Areas of Interest refinement, and alignment of review schedules. Advanced administrative and technical support for Mountain Goat Court feasibility work and prepared related approval documents.

## **Planning & Infrastructure**

Directed priority infrastructure efforts, including the DeLong Dock replacement, Shotgun Cove Road, and Harbor rebuild. Advanced the Whittier Moves Transportation Master Plan to ensure the community's needs were accurately represented in regional decision-making.

Oversaw the Brownfields cleanup strategy for the Buckner Building and adjacent contaminated sites, aligning local goals with Environmental Protection Agency (EPA) standards. Organized and hosted the EPA Administrator and State staff visit on June 4, 2025, to review Whittier's top priority sites. Drafted, reviewed, and advertised the Brownfields Request for Qualifications and established milestone tracking for project delivery.

## **Intergovernmental & Legislative Work**

Met with U.S. Senator Dan Sullivan to discuss the HR-1 Big Beautiful Bill Act—one of the most comprehensive Alaska-focused bills in decades—and received a follow-up letter outlining its positive implications for Whittier projects. Maintained consistent communication with state partners, including Rep. Ky Holland and Sen. Cathy Giessel, and federal partners, including Senators Dan Sullivan and Lisa Murkowski and Representative Nick Begich.

Multiple trips to Washington, D.C. resulted in significant federal outcomes. By consistently bringing forward Whittier's priorities, the City secured several rounds of Congressional Directed Spending, competitive grant funding, and federal agency support. Whittier received \$5 million in congressional spending championed by Senator Murkowski, an \$800,000 EPA Brownfields

grant, and \$350,000 in FY25 congressional spending to support asbestos mitigation in the BTI building. These investments advanced projects that had been stalled for more than 15 years and directly aligned with the City's long-standing priority list.

## **Financial Oversight & Grants**

Maintained and monitored federal and state grant portfolios, including EPA Brownfields, Maritime Administration funds, Congressional Directed Spending, and Safe Streets for All. Enhanced reporting and compliance workflows following staffing transitions to ensure timely and complete submissions.

Directed fiscal policy actions and prepared funding resolutions, including allocations for Alaska Weather Consulting. Reinforced internal review and accountability for financial documentation, procurement processes, and grant tracking.

## **Code, Permitting, and Enforcement**

Applied Title 17 Zoning consistently to property and development requests, improving public understanding of code requirements. Clarified standards for cabin construction, parking-lot resurfacing, and grading through detailed staff reports and community-facing explanations.

Addressed lease compliance issues and sales-tax delinquencies, ensuring fair, consistent application of code before business or liquor license concurrence.

## **Community & Economic Development**

Advanced the ARRC property trade MOU to create buildable land for housing and commercial development. Prepared the Request for Proposals for a Comprehensive Plan to guide Whittier's long-term vision, infrastructure strategy, and investment priorities for issuance in January.

Helped the community understand the distinction between a Strategic Plan and a Community Development Plan and how strategic planning supports sustainable growth. Continued coordination with environmental, business, and development partners to expand local opportunities.

## **Personnel & HR Management**

Managed key personnel transitions, including retirement, termination, and new acting appointments. Identified the need for a dedicated Human Resources consultant due to increasing personnel complexities, policy compliance challenges, and the necessity for structured recruitment and evaluation processes.

Worked closely with Ramos HR to uphold policy compliance, conduct probationary reviews, and manage recruitment. Developed SMART goal frameworks and initiated standardized

performance evaluations aligned with ICMA best practices. Appointed Shelby Carlson as Acting Assistant City Manager (effective October 14, 2025) while she maintains Clerk duties, ensuring operational continuity.

## **Public Relations & Outreach**

Modernized city communications, including improved social posts, emergency notices, and public education explainers. Launched a public siren-testing schedule (daily noon tone; Friday 5 p.m. National Anthem) to strengthen public awareness. Shared National Weather Service seasonal updates with staff and residents to improve preparedness.

Represented Whittier at the ICMA Conference, strengthening leadership capacity and intergovernmental relationships. Sustained collaboration with business, harbor, and community partners to enhance Whittier's visibility and build trust. Worked directly with agencies across all levels of government—from federal departments in Washington, D.C., to state and local partners—to ensure alignment, support, and coordinated communication on Whittier's priority projects.