

To: Whittier City Council
From: City Manager Jackie C. Wilde
Re: City Manager Report for September 2025 Council Meeting

The City of Whittier's June report captures significant progress and critical updates across multiple departments, showcasing the city's continued commitment to infrastructure development, financial accountability, and community engagement.

City Manager Office

Report provided in person.

Assistant City Manager Report

US DOT – Port Infrastructure and Development Program (PDIP)

On September 9, 2025, the City submitted a grant application to the U.S. Department of Transportation under the Port Infrastructure and Development Program for the Delong Dock Replacement Project. The total estimated project cost is \$5,103,160. The City requested \$4,074,520 in federal funding and committed \$1,028,640 in local match funding from the Delong Dock Budget Reserve, as identified in the FY2025–2026 Preliminary Budget. Grant funding will be utilized to complete planning, environmental review, and final design, ensuring the project is construction-ready and positioned for future federal construction funding opportunities.

Whittier Moves – Transportation Master Plan

The Alaska Department of Transportation & Public Facilities (DOT&PF), in coordination with its consultant DOWL, has conducted four recent public engagement opportunities for the Whittier Moves Transportation Master Plan. These included:

- September 10 – Public Open House (Anchorage)
- September 12 – Technical Advisory Committee (TAC) Meeting #1 (Whittier Admin Office)
- September 12 – Youth Engagement Session (Whittier School)
- September 12 – Public Open House (Whittier School Gym)

To date, the planning team has received approximately 520 survey responses. The consultant team is finalizing existing conditions documentation and analyzing community feedback and survey data, which will be shared with the City in the coming weeks.

Federal Highway Administration – Safe Streets for All (SS4A) Plan

The procurement and contracting process for the SS4A Plan has been finalized. The City is working with the selected contractor, DOWL, to schedule a project kick-off meeting. The SS4A Plan will leverage data collected through the Whittier Moves Transportation Master Plan. DOWL serves as the lead contractor on both projects, ensuring continuity in planning and data integration.

Buckner Building and Contaminated Sites

The City advertised a Request for Qualifications (RFQ) to procure professional services for project management, planning, environmental review, abatement, and demolition of the Buckner Building and contaminated sites. Ten proposals were received, evaluated, ranked, and scored. The City is currently in the procurement process in coordination with the U.S. Environmental Protection Agency and the top-ranked contractor to initiate project management services. A more comprehensive update will be provided at the next City Council meeting.

Finance Department Report

This report reflects an abbreviated look at finance-related activities through the end of August, 2025, with financial statements through July, 2025. Through July, 58.5% of the fiscal year has elapsed.

FINANCIAL HIGHLIGHTS THROUGH JULY

GENERAL FUND: The General Fund shows revenues and transfers-in at 49.6%, below budget by approximately 9% through July. The timing of property tax revenues being recorded in October, will bring revenues more in line with the annual budget. Although the business transportation tax ceased in 2025 and was replaced with the water-borne transportation fee, there are \$9,556 in business transportation tax revenues recorded in 2025 which were related to the prior year. The new water-borne transportation fee is not reported in the General Fund, but is recorded in the Harbor Major Repair and Replacement Fee. This reflects the City's concerted efforts to strengthen the financial health of the Harbor by identifying a dedicated revenue source for the repair and replacement of harbor capital assets and infrastructure. The loss of the business transportation tax to the general fund is expected to be replaced with a new ground transportation fee which will become effective January 1, 2026.

The bulk of intergovernmental revenues have not come in through July, resulting in that classification of revenues being under budget by more than \$386,000. Lease revenues are higher than the budget through July, but expected to be adjusted at year-end to reflect the new GASB87 accounting for leases. Ambulance fees (account 4312) are well above budget at \$26,951 through July, representing the first full year the City has had an ambulance billing system in place.

General Fund expenditures and transfers-out are at 51%, or under budget by 7% through July. All General Fund departments are under budget through July, with the exception of Fire, which is right on target. It is common for general government departments to delay purchases until later in the season, and in this case, a number of major contracted service projects are expected to be billed after the summer season (software conversions, economic development plan, transportation studies, etc.).

The Cruise Ship Tax Fund received \$1,156,735 related to the previous years' collections of passenger fees. This is under the budgeted amount of \$1,625,000 by \$468,265 based on timing between the two years. We expect that in 2025, we will be under budget in revenues of \$450,000 due to this timing difference, but revenues related to the 2025 season will be received in February 2026 and are expected to be higher as a result of 2025 representing the first full season of the Huna-Totem Corporation cruise facility opening in Whittier.

WATER AND SEWER FUND: The Water and Sewer Fund revenues through July are at 62.5%, or higher than the expected 58% through July. Although the City's primary seafood operator has not

opened for the season, the facility has sold to a new owner who anticipates operations beginning in 2026. This will have a positive impact on the water/sewer utility. Investment income has yet to be recorded, and will increase revenues by more than \$40,000 for the year. Excluding depreciation, expenses are at 53% through July, or right on target. While the 2025 budget anticipates debt service principal and interest expense of \$52,639, the City will not owe a debt payment in 2025 based on delaying completion of the new Sewer Lift Station project, for which a loan was taken out from DEC for completion.

HARBOR FUND: Revenues and Transfers-In for the Harbor Fund are at 67.8% through July, exceeding budget largely due to the early timing of the billing of annual moorage early in the year. Overall, Charges for Services (includes moorage, utilities, wharfage, launch, parking, etc) is at 64.1% through July. Lease revenues exceed the annual budget but will be adjusted based on the new GASB67 accounting for leases, at year-end. Investment income and grant revenues have yet to be recorded. Expenses through July excluding depreciation, are at 41%, or under budget fairly significantly. This is partly related to the fact that bond debt payments come later in the year, plus the fact that the Harbor tends to put off spending until the end of the summer season, to accommodate unforeseen needs that may arise.

DELONG DOCK: This Fund has received almost no revenue in 2025 through July, largely due to the community's largest seafood processing company not operating this season. On the expense side, an adjustment will be made to reduce the budgeted transfer-out to the General Fund at year-end, as this transfer represents a portion of the anticipated revenues paid in the form of payments-in-lieu-of-taxes.

MOTOR POOL: The Police Department ordered a new police cruiser which will be arriving soon, and which will be recorded on the books upon delivery.

HARBOR MRRF: The Water-Borne Passenger Fees are new fees established in 2025. There was a slight delay in recording those fees in the financial statements in July due to the need to create a new electronic form in the accounting system, to track business tax payments to ensure correct computation of the fee. By August, the system will be in place and operational, giving us a better idea of the level of collection of this new fee.

GRANTS: City staff are working hard to implement many of our state and federal grant programs over the summer season. We are just wrapping up the ALPAR Youth Litter Patrol program, with better weather this season than we have had in the last couple of years. The Buckner Building assessment and remediation project has multiple active grants that are starting to see activity, as we have engaged an environmental contractor to begin the assessment process, as well as having sent the city manager to training specific to the Brownfields program. The Shotgun Cove Road construction project has resumed, with clearing and blasting taking place this summer in preparation for expanding the road from Mile 2.0 to Mile 3.0. This next phase of the project is expected to be complete by the end of the 2026 construction season. The Lift Station No. 5 Replacement Project is starting to wrap-up at the end of the season, completing the replacement of the entire lift station system serving the bulk of the Whittier community. The Harbor Phase III project is well underway, with the bulk of the project slated to begin in September, upon completion of the bulk of the summer season, when it will be easier to vacate nearly one-third of the harbor that is slated for replacement in the coming season.

Staff continue to work on a multitude of additional grants, including Safe Streets for All, Cybersecurity, Police Radios, the DEC 301H wastewater permit, and Water Well Field replacement. We also continue to pursue grant funding for other important initiatives such as replacement of Delong Dock, and improvements to Whittier Core streets and sidewalks.

City Clerk Report

The Clerk's Office continues to support the City's cybersecurity initiatives. With funding from the State's cybersecurity grant, ACS recently completed installation of upgraded firewalls and network switches to strengthen the City's network security. Work is also ongoing with our contractor to finalize draft cybersecurity policies.

On August 29, Senator Cathy Giessel and the Girdwood Health Clinic hosted a community conversation in the Council Chambers on the role of Community Health Workers (CHWs). The discussion highlighted barriers Whittier residents face related to social determinants of health. A key takeaway was that CHWs are most effective when they are already known and trusted within the community. In alignment with that model, the Girdwood Health Clinic is seeking a local resident to apprentice and train into the CHW role serving Whittier.

Preparations are underway for the October 7 general election. The Clerk's Office is focused on ballot logistics, candidate outreach, and public information to ensure a transparent and accessible election season. As part of voter education, a Meet the City Council Candidates event will be held Thursday, September 25 at 6:00 p.m. in the Council Chambers.

Separate from election activities, the Clerk's Office is preparing a citywide bulk mailing to gather resident input on the year-round sales tax question. The mailing will include a business reply postcard to make it easy for residents to respond and offer comments.

Additional work this month includes onboarding newly appointed Planning & Zoning Commissioners and assisting departments with public communication on major projects to keep Council, staff, residents, and stakeholders informed and engaged.

Harbor Department Report

Aniva is actively working with MarinaGo/QuickBook reps to initiate the migration over to the cloud based programs. We will be closing the office for the week of 13 October to flip the switch over and ensure that the migration is complete. Electric meters upgrades are complete and reading properly. We are awaiting the tech to come up and finilize. Staff have been busy reaching out to harbor patrons to explain the upcoming Phase III construction. Harris Sand & Gravel to mobilize on the 15th of Sept. The RE-VEEP grant to replace the lighting on the west boardwalk and launch ramp has been completed on 9/11. WEDP Public comment closed on September 10th with a fair amount of public input. Harbormaster attended multiple meetings over the past month to include PWSEDD, AAHPA, WEDP, multiple Whittier Moves, Alaska Railroad Real Estate Board Meeting. Operations staff will start the season shut down in the coming days. Harbormaster assisted with the final version of the PIDP grant submission to MARAD for the Delong Dock. Harbormaster was a member of the RFQ process to find an enviromental manangment company. Heavy rains resulted in multiple boats requiring dewawtering and staff has done a great job with 4 vessels saved!

Police Department Report

For August 2025, the Whittier Police Department received 393 calls for service; of which 224 were from Whittier, 165 were from Girdwood and 4 were from the Seward and Portage Highway areas.

18 citations were issued by the Whittier Police Department for August 2025.

Whittier Police Department conducted our annual use of force judgement scenario training and annual Taser certification during August 2025. This year we partnered with Girdwood Fire and EMS to further enhance our training by conducting team approaches to various tactical and trauma situations.

We received positive feedback from all participants regarding this training and look forward to continuing our training exercises together in the future.

The Whittier Police Department conducted a Lieutenant's Panel Board at the end of August 2025 for our vacant Lieutenant's position. The panel board made a recommendation for the Lieutenant's position, and I concurred with the recommendation. A conductional offer was sent out today, and we anticipate filling the vacancy by the end of the month.

Officer Cory Smith submitted the letter of resignation effective 9/30/2025. Cory is currently relocating to Texas with his family. We wish him the best in his future endeavors.

Cory's position is currently being advertised.

Fire Department Report

Whittier Fire/EMS Run Report – August 2025

In August, Whittier Fire/EMS responded to a total of 34 calls for service. These included a range of assistance such as tire air, providing directions, and multiple vehicle lock-outs.

On the first day of school, our team joined local children and school staff for breakfast, continuing our commitment to community engagement.

Sunny day lifeguard duties at Smitty's Cove

We also maintained our partnership with The Children's Lunchbox, providing meals to children and less-fortunate members of our community. Meals are available at the station from 9:00 AM to 5:00 PM, and 53 meals were distributed in August.

Call Breakdown:

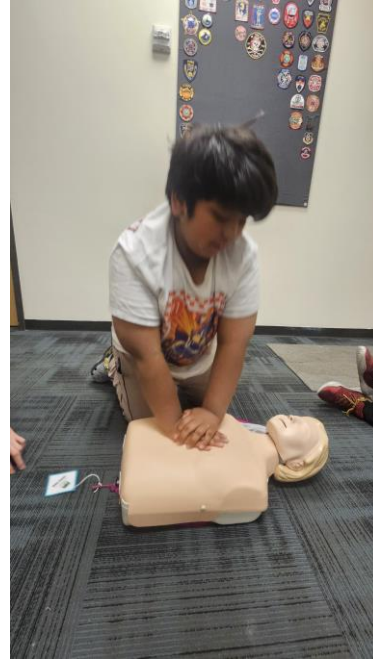
- 25 EMS Calls
- 9 Rescues
- 5 Walk-ins
- 2 Out-of-Service Area Responses



City of Whittier Fire/EMS Department Yearly Statistics 2025



	Jan			Feb			Mar			Apr			May			Jun			Jul			Aug			Sep			Oct			Nov			Dec		
	Time			Time			Time			Time			Time			Time			Time			Time			Time			Time			Shift					
	A	B	C	A	B	C	A	B	C	A	B	C	A	B	C	A	B	C	A	B	C	A	B	C	A	B	C	A	B	C	A	B	C			
EMS/Medical		5	1	1	5	1	1	4		5	6	5	2	11	4	1	8	12	4	13	6	7	8	8												
Fire		3			2			2			5			6	1		6			1	3															
Rescue					2			2						1			1	2		2	1		2	7												
Walk-In		1			2			3	2		4	1		3			4			5			5													
Transport out of Whittier							2	1		1	1	1	2			3				2		4	7	1												
After hrs call duty phone							1								4			2			4		7													
Out of Service Area					1			1							2						2		2													
Sub-total	0	8	1	1	10	1	1	9	0	5	11	5	2	20	5	1	15	14	4	16	12	7	12	15	0	0	0	0	0	0	0	0	0			
Totals	9			12			10			21			27			30			32			34			0			0			0			0		
Community Outreach																																				
	Jan			Feb			Mar			Apr			May			Jun			Jul			Aug			Sep			Oct			Nov			Dec		
	Time B			Time B			Time B			Time B			Time B			Time B			Time B			Time B			Time B			Time B			Time B					
Station Tours	2			7			8			11			25			40			61			11														
Meals Provided	50			33			24			11			118			123			196			53														
Other	1			5			6			8			9			11			8			3														
Totals	53			45			38			30			152			174			265			67			0			0			0			0		



Public Works Monthly Report

Report made in person.