

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

The City of Whittier's November 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

Wilde Recognition for this month goes to every City employee. It is a privilege to work alongside this team each day and to witness the growth and strength they have shown over the past year. They are an essential part of our community, and their commitment to Whittier's best interest is evident in everything they do. I hope each of them knows how important it is to have them on this team and how much their work is appreciated. I extend to all of them my warmest wishes for a joyful holiday season.

Alaska Railroad Corporation (ARRC) Land Purchase- Work continues on the ARRC land purchase. Administration has been coordinating with our contractor to refine terms, confirm survey boundaries, and maintain progress on the transaction. Updates will be brought to Council as soon as final documents are ready for review.

Whittier Falls Park – Dirt Removal and Site Work- I have been working with QAP on the Whittier Falls Park area for dirt removal, clearing, and site preparation. QAP has confirmed interest and will continue coordinating with us on a proposed work plan. The goal is to begin clearing, hauling, and stabilization in the spring once conditions allow. Schedule information will be provided when construction dates are finalized.

Mountain Goat Court – Feasibility Study -In response to Council direction to explore land options suitable for future city-initiated lot creation and potential sale, I have been coordinating with CRW to complete a feasibility study on Mountain Goat Court. The feasibility study will be included in this meeting packet for approval. A work session was scheduled prior to the December 16 regular meeting at 5:30 p.m. to review background, scope, and anticipated deliverables.

Announcements / Community Events- City offices will be closed on December 17 from noon to 5:00 p.m. for the employee holiday party.

The Whittier Community School will host its holiday program on December 18 at 6:00 p.m. Community members are encouraged to attend and support our students during this event.

Closing- As we move into the final regular meeting of 2025, I want to express appreciation for the cooperation and engagement of the Council, the Planning & Zoning Commission, the Port & Harbor Commission, and the Mayor. I also want to recognize the staff of the City of Whittier. Their diligence, work ethic, and grit in showing up every day to support operations and make Whittier a better place is valued. I appreciate each member of this team.

Finance Department Report

This report reflects an abbreviated look at finance-related activities through the end of November

2025, with financial statements through October 2025. Through October, 83% of the fiscal year has elapsed.

FINANCIAL HIGHLIGHTS THROUGH OCTOBER

GENERAL FUND: Cash Balance in the General Fund at October is \$2,280,046. Based on 2025 Expenditure Budgeted expenditures of \$5,499,450, that level of cash is sufficient to cover 5.0 months of operations. The City's budget policy reflects the goal of establishing a reserve of between nine (9) and twelve (12) months. Revenues and transfers-in through October are at 90.3%, or actual of \$4,162,904 versus budget of \$4,608,374. Overall, Taxes are at 86.6%, with personal property tax at 101.2% of budget, real property tax at 91.2%, and sales tax at 84%. Sales Tax through October is lower than the prior year by <\$32,223>; this is despite the fact that the sales tax in 2025 was applicable year-round, whereas in 2024, sales tax was only applicable during the summer season. In other words, to-date, there is no increased sales tax revenue resulting from the switch from a seasonal to a year-round sales tax. Fish tax revenues received in September totaled only \$1,644 which are significantly lower than the budgeted \$60,000. Although Passenger Transportation Business Tax (PTBT) ceased in 2025 when it was replaced with the water-borne transportation fee, there remain \$9,556 in unbudgeted Business Transportation Tax revenues recorded in 2025 which were related to the prior year. The new Water-Borne Transportation Fee is reported not in the General Fund as the PTBT was in previous years, but in the Harbor Major Repair and Replacement Fund #73. Through October, collections from the Water-Borne Transportation Fee total \$190,880 versus a budget of \$520,000. However, in the previous year, collections of the PTBT Tax through October were approximately \$362,903, so collections of the Water-Borne Transportation Fee through October, are roughly \$170,000 lower than collections of the former PTBT Tax through October. However, this reduction in revenues is largely a timing issue, as we expect to collect at least \$484,000 in total Water-Borne Transportation Fees through the end of the year, potentially coming in under budget by \$36,000 or 6.9% lower than the budget projection. As has been discussed since the reallocation of these fees from the General Fund to the Harbor's Major Repair and Replacement Fund, this move helps to significantly strengthen the financial health of the Harbor by identifying a dedicated revenue source for the repair and replacement of harbor capital assets and infrastructure rather than relying on moorage and wharfage fees to replace aging floats, docks and related facilities. However, the loss of the Business Transportation Tax revenues to the General Fund has created a significant challenge for funding general government services in a community largely impacted by outside visitors. To address these impacts, Council approved implementation of a new Ground Transportation Impact Fee to take effect January 1, 2026. It remains to be seen whether the fee will be the subject of challenge from the industry; however, without the fee, the community does not have the means to address inadequate public restrooms, added cost of trash removal, impacts to roads and trails from the significant increase in visitor traffic, increase in public safety response calls, etc.

The bulk of intergovernmental revenues for State revenue sharing and state and federal grants, have not come in through October resulting in that classification of revenues being under budget by more than \$211,000. Of this, roughly \$76,000 in State revenue sharing is expected to be received in November. The bulk of the remaining budgeted revenues (and their corresponding expenses), are related to grants that are in process, but will cross over fiscal years. The Administration will seek Council authorization to re-appropriate these funds which will reduce both the grant revenue and grant expenditure budgets in 2025, and re-allocate those budgets to 2026, where the costs will be

incurred to close out the grants. This includes, for example, \$81,600 related to the Safe Streets for All Grant, and a portion of Cyber Security Grants. Lease revenues are higher than budget due largely to the City Council having agreed to allow Huna-Totem to delay being charged for their 2024 lease until 2025. That lease payment has been made, resulting in two years' worth of lease revenues being recorded ($\$200,000 \times 2 = \$400,000$) rather than only a single year. In addition, Lease Revenues will be further adjusted at year-end to reflect the GASB87 accounting treatment for leases. A complete picture of lease revenues also requires examining lease interest (account 01-360-4903) which is budgeted at \$373,000 with actuals to be recorded in December. Investment earnings are at approximately \$182,840 through October, which is more than \$100,000 higher than the conservative budget estimate of \$80,000. This is a large increase from the prior month, due to a delay in posting the investment interest allocation among funds.

General Fund expenditures and transfers-out are at 72.8%, or under budget by 10% through October. All General Fund departments are under budget through October except for Elections and Fire, but when Fire is properly combined with EMS, the divisions are well under budget. It is common for general government departments to delay purchases until later in the season to provide flexibility to address unforeseen issues that may arise. In addition, some material grant-related contracted services are expected to be billed after the summer season (economic development plan, transportation study). During the upcoming mid-cycle budget amendment process, the Administration anticipates requesting a re-allocation of salaries/benefits between the Fire and EMS divisions, given that we have two years' of experience with the new positions in those departments, with the goal of developing a budget that more fairly reflects the distribution of effort between the Fire and EMS functions.

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. The mid-cycle budget adjustment will request a downward adjustment in estimated revenue projections. 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 given the new cruise ship facility having just completed its first full season with a reported approximately 66,000 passengers.

WATER AND SEWER FUND: The Cash balance in the Water and Sewer Fund (the "operating fund", Fund 50) is \$690,741 in addition to cash available in the Water and Sewer Major Maintenance and Repair Fund (the "capital fund", Fund 75) of \$1,077,582, at October 31. Based on 2025 Budgeted Expenses (excluding depreciation) of \$428,645, cash reserves available in the operating fund are sufficient to cover 12 months of expenses. Cash reserves available in both the operating and capital funds, are sufficient to cover 49.5 months of operations. Water and Sewer Fund revenues through October exceed the annual budget at 104%, despite the primary seafood operator not being open for business in 2025. The sale of the business to Great Whittier, who anticipates operations starting in 2026, will likely have a positive impact on the water/sewer utility. Investment income below budget due to the lower interest rate environment, offset in part, by state grant revenues coming in \$10,000 higher than budget, representing a State DEC Lead Service Line Grant. While the 2025 budget includes anticipated 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. A pending reduction in the budgeted principal/interest will reduce those budgets in 2025, and adjust them to

reflect the anticipated new debt service costs which will be effective in 2026.

HARBOR FUND: The Cash balance in the Harbor Fund (the “operating fund”, Fund 51) is \$858,103, in addition to cash available in the Harbor Major Repair and Replacement Fund (the “capital fund”, Fund 73) of \$666,503, at October 31. Based on 2025 Budgeted Expenses (excluding depreciation) of \$2,235,210, cash reserves available in the operating fund are sufficient to cover 4.6 months of expenses. Cash reserves available in both the operating and capital funds (total \$1,524,606), are sufficient to cover 8.2 months of operations. Harbor Fund Revenues and Transfers-In for the Harbor Fund are at 85.7% through October. Overall, Charges for Services (includes moorage, utilities, wharfage, launch, parking, etc) are at 85.1% through October. Lease revenues exceed the annual budget but will be adjusted based on the new GASB67 accounting for leases, at year-end. Investment income is at 90.5% of budget and is expected to come in over budget by year-end. Grant revenues have been recorded for the Alaska Energy Authority RE-VEEP Harbor Lighting project. Expenses through October are at 81.6%. The Harbor also expects to come in under budget for the Outside Contractors line item, largely due to harbor staff being able to facilitate software conversions in-house rather than requiring costly outside assistance for much of the financial accounting conversion. A mid-cycle budget adjustment proposes to reduce the budget to account for some of these costs no longer being anticipated.

DELONG DOCK: The Cash balance in the Delong Dock Fund is \$1,443,314 at October 31. Based on 2025 Budgeted Expenses (excluding depreciation) of \$175,686, cash reserves available are sufficient to cover 10.1 months’ operations. Delong Dock revenues are expected to be adjusted in November but will still come in significantly under budget due to the closure of Whittier Seafoods plant in 2025. Interest revenues are higher than budget at \$37,003 versus a conservative budget projection of \$20,000. This helps to make up for the significant decline in wharfage revenues during the year. 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, and because revenues have come in under budget, so will the transfers-out from Delong Dock to General Fund. Through October, expenses are at 89.5%.

HARBOR MRRF: The Water-Borne Passenger Fees are new fees established in 2025 and collections through October total \$190,880 which is considerably lower than the fees collected through the same time period in 2024, for the Passenger Transportation Business Tax which was eliminated on January 1, 2025. It appears however, that the majority of the decrease is a timing issue, and that we can expect to end the year with total Water-Borne Passenger Fee revenues of approximately \$484,000 which is lower than the projected \$520,000 by <\$36,000>.

City Clerk/Assistant City Manager Report

Lease work has moved forward in several meaningful ways over the past month. At the request of the Port & Harbor Advisory Commission, we held a joint work session with both commissions to discuss the guiding principles for a progressive lease compliance system. Those principles are now being compiled into a draft plan. The commissions will have one more opportunity to review the plan before it is brought to Council in a dedicated work session for direction on next steps. We also received a request to assign the lease for Lots 1 and 1A in the Harbor View area (currently the Whittier Fudge Shop) to a new leaseholder; that assignment request appears before Council at this

meeting. Staff are also completing the draft Land Allocation Plan, which we intend to bring to Council in a January work session.

Progress continues on the Buckner Building and the City's Brownfield program as a whole. We submitted two applications to the Alaska Department of Environmental Conservation's Brownfields Assessment and Cleanup Service program—one for the future Whittier Falls Park site and one for the Whittier Community School. Both applications request a Phase II Environmental Site Assessment, with the expectation that the City's 2023 Brownfield Multipurpose Grant will cover the Phase I work. Staff are nearing completion of the draft RFP for a qualified environmental professional and the work plan for the CDS funding. Work has also begun on a Community Involvement Plan to ensure residents and stakeholders are meaningfully informed and engaged throughout the Brownfield process.

Whittier Moves, the Alaska Department of Transportation's Whittier Transportation Master Plan, continues to advance. The project team is completing the Existing Conditions and Traffic Study reports, which will frame the alternatives analysis and future public engagement phases. In parallel, the Safe Streets and Roads for All (SS4A) Safety Action Plan is underway. Planning is in progress for a community Safety Summit on **January 21st at the Whittier Community School**. A citywide Safety Survey is currently open, inviting both residents and visitors to share their experiences moving through Whittier. The survey results will help us identify hazardous locations, understand near-miss events that often go unreported, and prioritize projects that improve safety for pedestrians, drivers, freight, and recreation traffic.

Harbor Department Report

Admin

Admin Staff have mailed out the 2026 preferential and annual moorage agreements with a deadline for renewal on 15 Jan 2026.

Waitlist renewals for 2026 have also been mailed out and are slowly being returned. Deadline for renewal is 15 Jan 2026.

Aniva continues working on the migration over to the cloud based marina and Quickbook platforms. We are still doing dual data entry into the old desktop versions to proof out the future system. So far we are seeing excellent results and plan to be dedicated to the cloud based programs in March 2026. Harbormaster is working with the State to take full advantage of the Harbor Grant funds and they are agreeable. The additional \$277k (state portion) will allow us to purchase safety ladders and life ring brackets for lifering cabinets that will be placed throughout the entire harbor. This will be a major safety upgrade that will impact the entire harbor.

Operations

Phase III is ahead of schedule in regard to float/finger and pile production. Finishing touches are being done with electric and water system testing still underway. The city dock finger pier has been demolished and there are some useful possibilities with that area opening up that we will be looking at into the future. Harris will be departing for the holidays from 13 Dec – 3 Jan 2026.

Wind storms have been a little more frequent this past month and we have suffered some damage to a few power pedestals as a result. They have been fixed and made safe but parts are on order to make OEM repairs final.

Police Department Report

Monthly Activity Report – November 2025

Calls by Service Area

Service Area	Calls
Whittier	76
Girdwood Service Area	156
Other	2
Total	239

Narrative Summary

In November 2025, WPD handled 239 calls for service. Excluding Security Checks, Whittier accounted for 32 and Girdwood Service Area 54 calls. Serious incidents stood out: Welfare/Suicidal (6), MVA/Accident (3), Trespassing (3), Alarm (2), DV Assault W/ Weapon (1).

Bullet-Point Summary

- Whittier: 76 calls. Top types: COMMUNITY RELATIONS (7), EMS/Fire (7), Citizen/Civil Assist (2).
- Girdwood Service Area: 156 calls. Top types: Traffic (12), Disturbance (6), Welfare/Suicidal (5).
- Other: 2 calls. Top types: Welfare/Suicidal (1), MVA/Accident (1).
- Jurisdictional mix: Whittier 31.8%, Girdwood 65.3%, Other 0.8%.

Call Types by Jurisdiction

Call Type	Whittier	Girdwood	Other	Total
Security Check	44	102	0	146
Traffic	2	12	0	14
COMMUNITY RELATIONS	7	1	0	8
EMS/Fire	7	1	0	8
Disturbance	0	6	0	6
Welfare/Suicidal	0	5	1	6
Parking	1	4	0	5
Citizen/Civil Assist	2	2	0	4
PUBLIC ASSIST	1	3	0	4
ABANDONED VEHICLE	2	1	0	3
MVA/Accident	0	2	1	3
Trespassing	1	2	0	3
Alarm	0	2	0	2
DRUGS	1	1	0	2
FOLLOW UP	1	1	0	2
LOST PROPERTY	0	2	0	2
REDDI	0	2	0	2
Suspicious	0	2	0	2
CAD TESTING	1	0	0	1
FOUND/LOST PROPERTY	1	0	0	1
FRAUD	0	1	0	1
HAZMAT	1	0	0	1

INFORMATION	1	1	0	2
INTOXICATED PERSON(S)	1	0	0	1
MOTORIST ASSIST	0	1	0	1
PROTECTION ORDER VIOLATOIN	1	0	0	1
DV ASSAULT (WEAPON)	0	1	0	1
THREATENING	0	1	0	1
Theft	1	0	0	1
VEHICLE CHECK	0	1	0	1

Citation Information

Category	Whittier	Girdwood	Other	Total
Speeding	1	2	0	3
Ordinance	1	0	0	1
Total	2	2	0	4

25007061

On November 27, 2025, at approximately 1:08 a.m., the Whittier Police Department responded to a report of a stabbing at a residence on Alpine Meadows in Girdwood. The caller, **C.B.**, reported that his mother had been assaulted and stabbed by her boyfriend, **Jordan Mattingley**, who fled the scene prior to officer arrival.

WPD officers located the victim inside the home with a serious arm injury and provided emergency medical care before she was transported to a hospital by paramedics. Evidence at the scene indicated a violent assault. A knife believed to be used by the suspect was recovered. APD officers responded to an agency assist and located Mattingley on the Seward Highway North of Girdwood, where he was taken into custody without incident and remanded to the Anchorage Jail.

Mattingley was charged with **Assault in the 2nd Degree**, two counts of **Assault in the 4th Degree**, **Interference with the Report of a Domestic Violence Crime**, and **Violating Conditions of Release**.

The investigation remains ongoing. Further information will be provided as it becomes available.

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Press Releases

25007061

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The investigation remains ongoing. Further information will be provided as it becomes available.

Fire Department Report

Whittier Fire/EMS – November Report

During the month of November, Whittier Fire/EMS responded to a total of **13 calls for service**, including:

- **6 EMS calls**
- **1 Hazmat**
- **1 walk-in**
- **4 Community Relations**
- **1 Public Assistance**

In addition to emergency responses, our crew remained actively engaged in community support and outreach:

- **Community Engagement:**
 - Held a Basic CPR class for the staff of the BTI
 - Attended breakfast with the children and staff of the Whittier Community School.
 - Conducted blood pressure checks for students participating in the Whittier Community School Wellness Challenge.

- **Meal Support Programs:**

We continued our partnership with Children's Lunchbox to ensure access to meals for local children and community members in need. Individuals were able to stop by the station between 9 a.m. and 5 p.m. for a meal, and we provided 210 meals throughout the month.

In collaboration with Whittier Community School students, meals were also delivered to veterans and their families in honor of Veterans Day.

For the Thanksgiving holiday, we distributed turkeys and hams to families in Whittier. Additionally, we worked alongside the Whittier Baptist Church to provide meals to families in need.



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			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								
EMS/Medical	5	1	1	1	5	1	1	4	5	5	6	5	2	11	4	1	8	12	4	13	6	7	8	8	3	10	3	1	4	2	3	3			
Fire	3			2			2		5	6	1		6			1	3					3	2		3										
Rescue				2			2			1			1	2		2	1		2	7		1	1		1			1							
Walk-In	1			2			3	2	4	1	3		4			5			5			1			2			1							
Transport out of Whittier							2	1	1	1	1	2				3			2	4	7	1	1	5	2	1	1	1	1	2					
After hrs call duty phone							1						4			2			4			7			1	2		6			3				
Out of Service Area				1			1						2						2	2		1	1		1			1							
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	4	15	7	1	8	3	0	4	3	0	0
Totals	9			12			10			21			27			30			32			34			26			12			13		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													
Station Tours	2			7			8			11			25			40			61			11			9			9							
Meals Provided	50			33			24			11			118			123			196			53			12			55							
Other	1			5			6			8			9			11			8			3			3			1							
Totals	53			45			38			30			152			174			265			67			24			65			0		0		

226 Total calls for service
 44 Calls for cruise ship passengers
 19% of all medical calls cruise ship related

Time
 A - 0000-0800
 B - 0800-1800
 C - 1800-2400

Public Works Monthly Report

During the past month, the Public Works and Water/Wastewater Department focused on seasonal preparation, equipment maintenance, and ongoing infrastructure projects. The Whittier Police Department decommissioned the former Chief's Expedition and completed the upfitting of the new Chief's truck. Preventive maintenance was performed, and winter tires were installed on all Police, Public Works, and Water/Wastewater vehicles. Public Works also readied snow response equipment, including snow boxes, blowers, sanders, loaders, and the grader.

Construction of Lift Station #5 has been completed. The department is finalizing contract deliverables and preparing the final grant documentation for submission.

The Water and Finance Departments are finalizing the \$3.5 million State Revolving Fund (SRF) grant for Well Field Improvements and automation upgrades. The department also removed and stored 22 seasonal meters for winter.

The Water Department attended ARWA certification training and **won "Best Tasting Water in Alaska" for the 11th time and is competing at the National Rural Water Association in Washington, D.C.**

Roadway operations transitioned to winter readiness, including updating signage and trash receptacles, marking hazards, and preparing 40 tons of winter sand for snow and ice control.

Significant progress was made on the Second Salmon Run (SCR) project between Mile 2 and 3.5. QAP cleared and grubbed 1.5 miles of roadway, built a pioneer road, installed 24 of 35 culverts, and moved nearly 10,000 cubic yards of rock. Three blasts were completed before QAP shut down for winter and opened the road for winter recreation.

Public Works and Finance are submitting a \$2.5 million FLAP Grant for SCR Milepost 3–3.5, due December 14, 2025.

Public Works successfully managed operations through the first blizzard of the year, ensuring both the Harbor contractor and the Inn at Whittier contractor remained operational.

The department continues organizing and inventorying the shop to improve efficiency and ensure adequate supplies for winter emergencies. The mechanic has focused on inventory assessment, procurement, and workspace improvements.

Throughout the month, the Public Works Director participated in multiple coordination meetings, including the City Council meeting and sessions with CRW Engineering regarding the Shotgun Cove Road project, Wastewater 301H permit renewal, and Lift Station #5. The Director also represented the City in the U.S. Forest Service's Trinity Point Master Plan (FLAP) project meetings. Additional coordination occurred with the City Manager on permitting, land use, and lease reviews, and with the Finance Director on CIP development, the FY2026 budget, and Water/Wastewater accounts receivable. The department also contributed to the Waterfront Development and Whittier Moves Transportation Master Plan initiatives.



HAPPY HOLIDAYS FROM THE CITY OF WHITTIER ADMINISTRATION & STAFF.
WE HOPE EVERYONE ENJOYS A SAFE AND MEANINGFUL HOLIDAY SEASON.