

CITY OF BETHEL

City Council Meeting Agenda, October 26, 2021 – 6:30 PM

Website: <https://www.cityofbethel.org/council>

Location: Council Chambers, City Hall, 300 Chief Eddie Hoffman Highway, Bethel

Council Members: Mayor Mark Springer, Vice-Mayor Conrad McCormick, Michelle DeWitt, Perry Barr, Rose Henderson, Eric Whitney, Beth Hessler



Meetings are now open for in-person participation at City Hall
People to be Heard and Public Hearings will be done in-person or on Zoom only.
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<https://us06web.zoom.us/j/93102207474?pwd=U1Q1TEdidWxMcW9ydVBCRGJvOTZVQT09>

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1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON**
5. **APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA**
6. **APPROVAL OF MEETING MINUTES**
 - 6.1. *10-12-2021 Regular City Council Meeting
 - 6.2. *10-18-2021 Special City Council Meeting
7. **REPORTS OF STANDING COMMITTEES**
 - 7.1. Committee/Commission Agendas And Draft Meeting Minutes
8. **SPECIAL ORDER OF BUSINESS**
 - 8.1. Appreciation For Outgoing City Council Members (Mayor Springer)
9. **UNFINISHED BUSINESS**
10. **NEW BUSINESS**
 - 10.1. *Introduction Of Ordinance 21-50: Clarifying And Superseding Prior Ordinances Regarding Funding Of The Yukon-Kuskokwim Fitness Center And Requiring One Half Of One Percent (0.5%) Of The Tax Rate Added To Any Sales Price And Remitted To The City To Be Deposited Into An Interest-Bearing

Posted October 20, 2021 at AC Co., Swanson's, City Hall, and the Post Office.

Kevin Morgan, Deputy City Clerk

City Clerk's Office Contact Information: Email cityclerk@cityofbethel.net Phone 907-545-4120

Items noted with an asterisk (*) are consent agenda items, unless removed from the consent agenda they are approved upon the approval of the agenda. Ordinances introduced at this meeting may be set for public hearing at the next regular meeting.

The Council may by unanimous consent, after 12:00 AM Fix the Time to Which To Adjourn until the following day at 6:30 PM

Account Used Exclusively To Fund The Development, Expansion, And Operations Of The Yukon-Kuskokwim Fitness Center (Council Member Dewitt)

- 10.2. *Introduction Of Budget Ordinance 21-26(d): Amending The City Of Bethel Fiscal Year 2022 Budget- City Clerk's Office-Legal Fees-Other Purchased Services (Mayor Springer)
- 10.3. *Resolution 21-19: Responding To The COVID-19 Public Health Emergency, Establishing Standards For In-Person Participation At City Meetings (Mayor Springer)
- 10.4. *AM 21-32: Accept And Approve The 2021 State Homeland Security Program Award Of \$78,500 And Direct City Manager To Sign Grant Agreement (City Manager Williams)
- 10.5. AM 21-33: Cancellation Of Regular City Council Meetings- November 23rd And December 28th (Mayor Springer)
- 10.6. AM 21-34: Amend The City Of Bethel's Spending Plan For The Coronavirus Local Fiscal Recovery Funds Grant To Include The Purchase Of Prepaid Gift Cards And Lift Station Capital Funds And Authorize City Manager To Modify It As Needed To Meet Evolving Needs Brought About By The COVID-19 Pandemic (City Manager Williams)

11. REPORTS

- 11.1. Mayor's Report
- 11.2. City Manager's Report
- 11.3. Clerk's Report

12. COUNCIL MEMBER COMMENTS

13. EXECUTIVE SESSION

- 13.1. In Accordance With AS 44.62.310.(C)(3) Matters Which By Law, Municipal Charter, Or Ordinance Are Required To Be Confidential- Union Negotiations (City Manager Williams)

14. ADJOURNMENT

Posted October 20, 2021 at AC Co., Swanson's, City Hall, and the Post Office.

Kevin Morgan, Deputy City Clerk

City Clerk's Office Contact Information: Email cityclerk@cityofbethel.net Phone 907-545-4120

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The Council may by unanimous consent, after 12:00 AM Fix the Time to Which To Adjourn until the following day at 6:30 PM

1. CALL TO ORDER

A Regular Meeting of the Bethel City Council was held on October 12, 2021 at 6:30 p.m., at the ONC Multipurpose Building, Bethel, Alaska.

Mayor DeWitt called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Comprising a quorum of the Council, the following members were present:
City Council Member Perry Barr Vice-Mayor Haley Hanson City Council Member Alyssa Leary City Council Member Mark Springer (telephonically) Mayor Michelle DeWitt City Council Member Rose Henderson City Council Member Conrad McCormick (telephonically)
Members Absent:
Also in attendance were the following:
City Manager Peter Williams, City Clerk Lori Strickler, City Attorney Libby Bakalar (telephonically)

4. PEOPLE TO BE HEARD – Five minutes per person

Darren Lieb, Athletic Director at the Bethel Regional Highschool- Discussed the mitigation plan for incoming travelers with other athletic directors from around the state. Presented concerns about the Molecular Testing requirement presented in Ordinance 21-47 since there are many communities from the state that may not have access to the Molecular testing option.

Bill Howell- Presented concerns related to the Council's emergency ordinances related to COVID. Identified his interest in the Council eliminating the masking mandate and the testing and quarantine mandates. His granddaughter is unable to wrestle because she hasn't received her vaccination.

5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

Main Motion: Approve the Consent and Regular Agenda.

Moved by:	Haley Hanson
Seconded by:	Alyssa Leary
In favor:	Perry Barr, Haley Hanson, Alyssa Leary, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

6. APPROVAL OF MEETING MINUTES

Item 6.1. - *9-28-2021 Regular City Council Meeting

Passed on the consent agenda.

7. REPORTS OF STANDING COMMITTEES

Item 7.1. - Committee/Commission Agendas And Draft Meeting Minutes

Port Commission, Council Member Springer- Nothing to report.

Planning Commission, Vice-Mayor Hanson- The Commission will meet Thursday, September 14th.

Community Action Grant Technical Review Board, Council Member Barr- The Community Action Grant application period will be October 14th through November 12th.

Community Parks and Recreation Committee, Mayor DeWitt- Discussed feasibility study for Phase 2 of the YK Fitness Center. Reviewed Kids Vote program proposal from the City Clerk's Office.

Finance Committee, Council Member McCormick- On October 25th at 6:30 the committee will be talking about goals and priorities, and attendance.

Public Works Committee, Council Member Leary- Next meeting will be on October 20th.

Public Safety and Transportation Commission, Council Member Henderson- Finalized a survey. Discussed 4-wheelers.

8. SPECIAL ORDER OF BUSINESS

Item 8.1. - Review Canvass Board Certificate Of Election, October 5, 2021- Not Available Until After The Canvass Board October 7, 2020 (Mayor DeWitt)

Item 8.2. - Resolution 21-18: Certifying The Results Of The October 5, 2021 Regular City Election- Not Available Until After The Canvass Board October 7, 2021- (Mayor DeWitt)

Main Motion: Adopt Resolution 21-18.

Moved by:	Mark Springer
Seconded by:	Haley Hanson
In favor:	Perry Barr, Haley Hanson, Alyssa Leary, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

Item 8.3. - Oath Administered To Newly Elected Council Members (Mayor DeWitt)
Oaths were administered to the newly elected Council Members.

Council Member Whitney departed the meeting at 6:57 p.m.

9. UNFINISHED BUSINESS

10. NEW BUSINESS

Item 10.1. - Emergency Ordinance 21-46: Extending The Declaration Of Emergency Issued Through Ordinances 21-38, 21-30, 21-16, 21-08, 21-02, 20-38, 20-32, 20-29, 20-11, 20-09, and 20-08 (Mayor DeWitt)

Mayor DeWitt opened the Public Hearing.

No one present to be heard.

Mayor DeWitt closed the Public Hearing.

Main Motion: Adopt Emergency Ordinance 21-46.

Moved by:	Conrad McCormick
Seconded by:	Rose Henderson
In favor:	Perry Barr, Beth Hessler, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

Item 10.2. - Emergency Ordinance 21-47: Extending Ordinance 21-31 Testing And Quarantine Mandates And Exemptions (Mayor DeWitt)

Mayor DeWitt opened the Public Hearing.
No one present to be heard.
Mayor DeWitt closed the Public Hearing.

Main Motion: Adopt Emergency Ordinance 21-47.

Moved by:	Conrad McCormick
Seconded by:	Mark Springer
In favor:	Perry Barr, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	Beth Hessler
Results:	Motion Carries

Item 10.3. - Emergency Ordinance 21-48: Establishing A Mandate Within The City Of Bethel That Masks Or Similar Face-Coverings Be Worn In Public In Indoor And Indoor-Adjacent Spaces, And Under Certain Conditions In Outdoor Spaces, During The COVID-19 Public Health Emergency (Mayor DeWitt)

Mayor DeWitt opened the Public Hearing.
No one present to be heard.
Mayor DeWitt closed the Public Hearing.

Main Motion: Adopt Emergency Ordinance 21-48.

Moved by:	Mark Springer
Seconded by:	Perry Barr
In favor:	Perry Barr, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	Bethel Hessler
Results:	Motion Carries

Item 10.4. - Emergency Ordinance 21-49: Temporarily Suspending Bethel Municipal Code 13.04.290 To Prevent Water Shutoff For Non-Payment Of Charges For Certain Account-Types And Dollar Amounts (Mayor DeWitt)

Mayor DeWitt opened the Public Hearing.
No one present to be heard.
Mayor DeWitt closed the Public Hearing.

Main Motion: Adopt Emergency Ordinance 21-49.

Moved by:	Rose Henderson
Seconded by:	Conrad McCormick
In favor:	Perry Barr, Beth Hessler, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

Item 10.5. - *Resolution 21-16: Establishing A Standing Procedure For The City Manager, City Attorney, And City Clerk To Request Personal And Administrative Leave (Mayor Dewitt)

Passed on the consent agenda.

Item 10.6. - *Resolution 21-17: City Of Bethel Priorities For The SFY 2023 State Of Alaska Capital Budget (City Manager Williams)

Passed on the consent agenda.

Item 10.7. - *IM 21-17: Presentation of the City's Water & Sewer Services Expenditures Compared to Budget from July 1, 2021 to September 30, 2021 – Utilities Maintenance – Water & Wastewater Activity Report (City Manager Williams)

Passed on the consent agenda.

Item 10.8. - *Personal Leave- City Attorney- Oct. 20th-22nd (Mayor DeWitt)

Passed on the consent agenda.

11. REPORTS

Item 11.1. - Mayor's Report

Item 11.2. - City Manager's Report

Item 11.3. - Clerk's Report

12. COUNCIL MEMBER COMMENTS

Mayor DeWitt- Thanked the outgoing council members for their service to the City of Bethel. Thanked the City Clerk's Office for their work on the Election. Encouraged people to get vaccinated and use trusted sources.

Council Member Barr- Mentioned concerns related to testing requirements that were brought up by members of the public under people to be heard. Confirmed, the council did consider amendments to the testing and quarantine requirements but decided to not uphold the amendments based off of the information provided by YKHC at the Special Meeting. It is getting cold and dark outside, Reminded people to wear reflecting clothing. Thanked the outgoing council members for their civic duties. Asked the administration to begin posting press releases,

Council Member Springer- Encouraged people to watch for kids around the school bus stops. Congratulated the newly elected members and thanked Council Member Leary and Vice Mayor Hanson for their hard work.

Council Member Henderson-Congratulated the newly elected council members. Encouraged the stores to enforce the mask mandate. Agreed with the need to have the Police and Fire Department to provide press releases to the public.

Council Member McCormick-Thanked all of the election officials for their hard work. Congratulated the newly elected council members. Agrees that there should be more consistent press releases. Informed the public that Bethel Friends of Canines has three adorable dogs available for adoption. If residents have questions related to COVID-19, there are many reliable resources available to the public.

Council Member Hessler- Thanked the individuals that voted for her, and for the hard work of the election officials. Thanked the two individuals that spoke under people to be heard. Looks forward to working with the body.

13. EXECUTIVE SESSION

14. ADJOURNMENT

Main Motion: Adjournment.

Moved by:	Mark Springer
Seconded by:	Rose Henderson
In favor:	Perry Barr, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick, Beth Hessler
Opposed:	None
Results:	Motion Carries

Meeting ended at 8:07 p.m.

Michelle DeWitt, Mayor

ATTEST:

Lori Strickler, City Clerk

1. CALL TO ORDER

A Regular Meeting of the Bethel City Council was held on October 18, 2021 at 6:30 p.m., at the ONC Multipurpose Building, Bethel, Alaska.

Mayor DeWitt called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Comprising a quorum of the Council, the following members were present:
City Council Member Perry Barr Mayor Michelle DeWitt City Council Member Rose Henderson City Council Member Conrad McCormick City Council Member Mark Springer (arrived after roll call 6:34 p.m.) City Council Member Beth Hessler
Members Absent:
City Council Member Eric Whitney
Also in attendance were the following:
City Clerk Lori Strickler, City Attorney Libby Bakalar (telephonically), Deputy City Clerk Kevin Morgan

4. PEOPLE TO BE HEARD – Five minutes per person

No one present to be heard.

5. APPROVAL OF AGENDA

Motion to approve the Agenda.

Moved by:	Rose Henderson
Seconded by:	Beth Hessler
In favor:	Perry Barr, Beth Hessler, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

6. UNFINISHED BUSINESS

7. NEW BUSINESS

Item 7.1. -

- a) Election Of The Mayor
- b) Election Of The Vice-Mayor
- c) Appointment Of Committee/Commission Council Representatives
 - 1. Council Committees And Commissions
 - a. Planning Commission
 - b. Finance Committee
 - c. Public Safety And Transportation Commission
 - d. Port Commission
 - e. Public Works Committee
 - f. Community Parks And Recreation Committee
 - g. Community Action Grant Committee
 - 2. Senior Center Advisory Committee (Quarterly Meetings)
 - 3. Yuut Elitnaurviat
 - 4. Kuimavik Board Representative
 - 5. AVCP Museum Advisory Committee

Council Member Springer arrived at 6:34 p.m.

Motion to nominate Perry Barr for Mayor.

Moved by:	Beth Hessler
Seconded by:	Rose Henderson
In favor:	Perry Barr, Beth Hessler, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

Motion to nominate Mark Springer for Mayor.

Moved by:	Conrad McCormick
Seconded by:	Rose Henderson
In favor:	Perry Barr, Beth Hessler, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

Round One Voting for Mayor

Mark Springer- 3 votes

Perry Barr- 3 votes

Round Two Voting for Mayor

Mark Springer- 3 votes

Perry Barr- 3 votes

Round Three Voting for Mayor

Mark Springer- 4 votes

Perry Barr- 2 votes

Council Member Springer is voted in as Mayor.

Motion to Nominate Rose Henderson for Vice-Mayor

Moved by:	Perry Barr
Seconded by:	Beth Hessler
In favor:	Perry Barr, Beth Hessler, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

Motion to Nominate CJ McCormick for Vice- Mayor

Moved by:	Beth Hessler
Seconded by:	Michelle DeWitt
In favor:	Perry Barr, Beth Hessler, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

Close Nominations for Vice Mayor

Moved by:	Perry Barr
Seconded by:	Rose Henderson
In favor:	Perry Barr, Beth Hessler, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

Round One Voting for Vice-Mayor

Rose Henderson- 2 votes

CJ McCormick- 4 votes

Council Member McCormick is voted in as Vice-Mayor.

Appointments:

Mayor Springer to Public Works Committee, Yuut Elitnaurviat Representative, AVCP
Museum Advisory Committee

Council Member Henderson to the Planning Commission

Council Member DeWitt to the Community Parks and Recreation Committee

Vice-Mayor McCormick to Public Safety and Transportation Commission, Kuimavik Board Representative

Council Member Barr to the Community Action Grant Committee

Council Member Whitney to the Finance Committee

Council Member Hessler to the Port Commission

8. ADJOURNMENT

Main Motion: Adjournment.

Moved by:	Michelle DeWitt
Seconded by:	Rose Henderson
In favor:	Perry Barr, Beth Hessler, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

Meeting ended at 6:56 p.m.

Mark Springer, Mayor

ATTEST:

Lori Strickler, City Clerk



City of Bethel

Committees and Commissions

Recommendation to City Council

Committees and Commissions that wish to make a recommendation to City Council should turn this form in to the City Clerk or to the City Council representative on the committee or commission.

Committee/Commission: Community Parks and Recreation Committee	Chairman: Brian Lefferts
Date Submitted: 10/12/2021	Council Rep: Michelle DeWitt
Issue:	
Recommendation: For each space being included in Phase II of the Fitness Center Multipurpose Facility, there are construction and operational cost estimates that can be used for a cost benefit analysis, and that the community have an opportunity to rank each space around how frequently they'll use it. This data should be used which spaces to construct and operate.	

Passed unanimously by the Community Parks and Recreation Committee on October 11, 2021.

Received by: _____
Date: _____



City of Bethel – Finance Committee

Location: Council Chambers – City Hall, 300 State Hwy

Monday, October 25, 2021, 6:30 p.m.

COMMITTEE MEMBERS

Carol Ann Willard, Chair
(AM)

Robert Rey, Vice Chair

David Trantham Jr.

Marybeth Whalen

Mary Beth Hessler

Farah Sears

Brian Henry

John Hamilton (AM)

Eric Whitney, Council Rep.

Alternate Member (AM)

STAFF

Deputy Finance Director: Xavier Mason

Finance Recorder: Alexandra Batchelor

Email: abatchelor@cityofbethel.net

Phone: 907-543-3150

Website: www.cityofbethel.org

Join Zoom Meeting

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I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

A. 8/23/2021

B. 09/27/2021

VI. UNFINISHED BUSINESS

A. Unexcused Absences – Discuss Finance Committee Members missed meetings.

VII. NEW BUSINESS

A. Economic Development (Deputy Director Mason)

B. Brainstorm some goals and priorities for our committee in the upcoming year.

VIII. EX OFFICIO MEMBER REPORTS

IX. COMMITTEE MEMBER COMMENTS

X. ADJOURNMENT

City of Bethel, Alaska

Community Parks and Recreation Committee Minutes

October 11, 2021

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

A regular Community Parks and Recreation Committee Meeting was held on October 11, 2021 via Zoom.
Brian Lefferts called the meeting to order at 06:01 pm.

II. ROLL CALL:

Comprising a quorum of the committee, the following were present for Roll Call: Brian Lefferts (Zoom),
Judy Wasierski (Zoom), Kathy Hanson (Zoom), and Michelle DeWitt (Zoom).

Also Present: Charlie Dan, Stacey Reardon

Excused Absence: Bill Arnold

III. PEOPLE TO BE HEARD:

IV. APPROVAL OF AGENDA:

MOVED BY:	Judy Wasierski	Motion to approve Agenda.
SECONDED BY:	Michelle DeWitt	
VOTE ON MOTION	Motion carried by unanimous vote.	

V. APPROVAL OF MINUTES:

Moved By:	Kathy Hanson	Motion to approve meeting minutes for June 14, 2021.
SECONDED BY:	Judy Wasierski	
VOTE ON MOTION	Motion carried by unanimous vote.	

Moved By:	Kathy Hanson	Motion to approve meeting minutes for July 12, 2021.
SECONDED BY:	Michelle DeWitt	
VOTE ON MOTION	Motion carried by unanimous vote.	

VI. UNFINISHED BUSINESS:

A. Phase II Multipurpose Facility- Recommendation:

All Phase II Multipurpose Facility Recommendation		
Moved By:	Michelle DeWitt	Motion to recommend for each space being included in Phase II, there are construction and operational cost estimates that can be used for a cost benefit analysis and that the community have an opportunity to rank each space around how frequently they'll use it. This data should be used which spaces to construct and operate.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Motion carried by unanimous vote.	

B. Pinky's Park Developments- Pete ordered helical(s) for the boardwalk lighting project.

C. Contracted Services for Recreation-

D. Evaluate 2021 Committee Goals, Tasks, and Priorities- Carve out a section of PW that will be dedicated to Parks and the Cemetery.

E. YKHC/KUC Boardwalk-

F. ONC Multipurpose Building-

G. Dog Park-

H. Old Log Cabin Space-Ice Rink?

I. Yukon Kuskokwim Fitness Center Open House

J. Kids Vote-Youth Voting on Parks Improvements

VII. NEW BUSINESS:

VIII. EX OFFICIO MEMBER REPORT:

IX. COMMITTEE MEMBER COMMENTS:

Brian Lefferts: No comment, lots of good discussion tonight.

Judy Wasierski: No comment

Michelle DeWitt:

Kathy Hanson:

X. ADJOURNMENT:

MOVED BY:	Kathy Hanson	Motion to adjourn.
SECONDED BY:	Judy Wasierski	
VOTE ON MOTION	Motion carried by unanimous vote.	

With no further business, meeting adjourned at 07:32 PM.

APPROVED THIS _____ DAY OF _____, 2021.

Brian Lefferts
Committee Chair

Charlie Dan
Recorder of Minutes

CITY OF BETHEL
PUBLIC WORKS COMMITTEE
WEDNESDAY, OCTOBER 20, 2021, 5:30 p.m.
LOCATION: ONC MULTIPURPOSE BUILDING



COMMISSION MEMBERS

Alyssa Leary, Vice Chair (CR) Ron Reardon
 Juan Delgado Fritz Charles
 Ryan Butte *One Vacancy, Two Alternative*
 John Jordan II *Vacancies*
 Council Representative (CR)

STAFF

Public Works Director: Bill Arnold
Admin. Asst.: Charlie Dan
Email: pwadmin@cityofbethel.net
Phone: 907-543-3110
Website: www.cityofbethel.org

Members and People to be Heard Individuals Now Have the Option to Participate in-person or via Zoom
Masks and Social Distancing is a Requirement to Participate in-Person

Join Zoom Meeting

<https://zoom.us/j/94283290754?pwd=ZDdDSzBqOGcxZlVqM0VmK0pYVUZZZz09>

Meeting ID: 942 8329 0754

Passcode: 686894

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346 248 7799 US (Houston)	312 626 6799 US (Chicago)	833 548 0282 US Toll-free	888 475 4499 US Toll-free
669 900 9128 US (San Jose)	646 558 8656 US (New York)		

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD – *five minutes per person*
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES
 - A. September 15, 2021 Regular Meeting
- VI. UNFINISHED BUSINESS
 - A. Amending BMC 08.12.020 and 08.12.030
 - B. Recommendation for City Code Enforcer Follow up
 - C. Update on Avenues Water/Sewer Project
 - D. Evaluate 2021 Committee Goals, Tasks, and Priorities
 - Avenues Water and Sewer Project
 - Public Works Facility Improvements
 - Improvement in Road Conditions
 - Improvement on all Water and Sewer Operations
 - Maintain Right of Ways and Easement Access
 - E. Public Works Facility Improvements
 - F. Snow Removal Operations
 - G. Re-Election of Chair and Co-Chair
 - H. Soil Samples
 - I. Gravel Road Maintenance
 - J. Bethel Heights Water Information
 - K. Maintaining Right-of-Ways and Easement Access
- VII. NEW BUSINESS
- VIII. EX OFFICIO MEMBER REPORTS
- IX. COMMITTEE MEMBER COMMENTS
- X. ADJOURNMENT

Posted October 14, 2021 at AC Co., Swanson's, and the Post Office.

Charlie Dan
 Charlie Dan, Public Works Assistant

CITY OF BETHEL, ALASKA

Ordinance #21-50

**AN ORDINANCE BY THE BETHEL CITY COUNCIL CLARIFYING AND
SUPERSEDING PRIOR ORDINANCES REGARDING FUNDING OF THE YUKON-
KUSKOKWIM FITNESS CENTER AND REQUIRING ONE HALF OF ONE PERCENT
(0.5%) OF THE TAX RATE ADDED TO ANY SALES PRICE AND REMITTED TO
THE CITY TO BE DEPOSITED INTO AN INTEREST-BEARING ACCOUNT USED
EXCLUSIVELY TO FUND THE DEVELOPMENT, EXPANSION, AND OPERATIONS
OF THE YUKON-KUSKOKWIM FITNESS CENTER**

WHEREAS, over the past fifteen years, the Bethel City Council has adopted uncoded ordinances associated with creating and funding the Yukon-Kuskokwim Fitness Center, also known from time to time as the Multiuse Recreation Facility, the Bethel Aquatic Training and Health Center, and other similar names;

WHEREAS, on October 25, 2005, the Bethel City Council unanimously passed Resolution #05-38, supporting development of a multiuse recreation facility in Bethel;

WHEREAS, on March 7, 2007, the Council adopted **Ordinance #07-08**, designating an annual budgetary allotment for the planning, construction, operation, and maintenance of a multiuse recreational center, and further:

- designating an allotment of \$500,000 annually for the purpose of construction, operation, and/or maintenance of a multiuse recreation facility in Bethel;
- requiring that \$500,000 be spent each year or saved in an interest-bearing account for up to two years;
- prohibiting the designated interest-bearing account from accumulating more than \$1,050,000; and
- requiring that the ordinance would become effective only if and after the voters approved a two-year 1% sales tax increase in the October 2007 general election;

WHEREAS, on May 22, 2007, the Council adopted **Ordinance #07-10**, amending Ordinance #07-08 by making the annual \$500,000 designation for the multiuse recreation facility contingent upon the voters approving, at the October 2007 general election, a 1% sales tax increase for two years for planning, construction, operation, and costs of the facility, and a 5% sales

tax increase for 18 years;

WHEREAS, on August 14, 2007, the Council adopted **Ordinance #07-21**, approving the following ballot proposition language for Proposition No. 1 on the October, 2007 general election ballot:

Shall the City of Bethel increase the sales tax and use tax by one (1) percent (total tax of 6%) for a period of 2 years followed by a decrease of a half (.5) percent (total tax 5.5%) which shall sunset on October 27, 2027?

WHEREAS, Ordinances #07-21 and #07-08 clearly tie sales tax increase to the multiuse recreation facility;

WHEREAS, on October 2, 2007, the majority of the voters in the City's regular election approved Proposition 1 as stated above;

WHEREAS, on November 27, 2007, the Council adopted **Ordinance #07-12 (B)**, a special budget ordinance amending the Fiscal Year 2008 budget and transferring \$500,000 to the Multiuse Recreation Center Capital Project Fund;

WHEREAS, on May 27, 2008, the Council adopted **Ordinance #08-08**, amending Ordinance #07-08 by removing the \$1,050,000 account cap and the \$500,000 annual contribution identified in Ordinances #07-08 and #07-10, and instead designating contribution to the fund in an amount equal to the amount of total City sales tax revenue collected multiplied as follows:

FY 2009 = 16.67%
FY 2010 = 12.88%
FY 2011-2027 = 9.09 %
FY 2028 = 4.55%

WHEREAS, on August 11, 2009, the Council adopted **Ordinance #09-21**, approving the following ballot proposition language for Proposition No. 2 at the October, 2009 general election:

Shall the current sales and use tax be maintained in the City of Bethel at the rate of six percent (6%)? (Ordinance No. 09-21).

Currently, the sales and use tax rate is six percent (6%). This sales and use tax rate of six percent (6%) is to be reduced on January 1, 2010 to five and

one half percent (5.5%), and reduced further on October 2, 2027 to a rate of five percent (5%). A yes vote would cause the sales and use tax to be maintained at a rate of six percent (6%).

WHEREAS, on October 6, 2009, the majority of the voters voting in the City's regular election, approved Proposition 2, causing the 6% sales tax rate to be maintained at that rate in perpetuity;

WHEREAS, on August 25, 2009, the Council adopted **Ordinance #09-25**, requiring that funds generated from sales tax revenue designated for the pool and recreation center be appropriated monthly to a designated interest-bearing account;

WHEREAS, on April 27, 2010, the Council adopted **Ordinance #10-13**, which further amended Ordinance #07-08 to:

- Require transfer of an amount equal to one-half of one percent of sales taxes collected to a designated interest-bearing account established for use on the Bethel Aquatic Training and Health Center;
- Require that all funds deposited to the designated interest-bearing account be allowed to accumulate as needed and be used to pay all expenses related to the development and operation of the Bethel Aquatic Training and Health Center, including but not limited to its design, promotion, construction, operation, and repair; and;
- Require the City Manager and/or his designee to administer the funds and ensure that the proceeds from the designated interest-bearing account be spent for the purpose stated;

WHEREAS, on October 11, 2011, the Council adopted **Ordinance #11-20**, directing the administration to transfer all remaining pool and recreation facility monies held by the City into the designated interest-bearing account;

WHEREAS, on June 23, 2020, the Bethel City Council adopted **Ordinance #20-16**, which explained how the calculation of the dedication was to be applied, stating "one half of one percent of the six percent, of all sales tax remitted to the City" which has since been read to imply that the dedication did not capture all rates of sales tax collected by the city, which is incorrect;

WHEREAS, the foregoing string of ordinances and actions in totality create a picture of the Council's directives; however, the flurry of documents and amended actions render the legislative record unclear, and Council directives difficult to decipher;

WHEREAS, an unclear legislative record is problematic, and a consolidated action representing current directives will make the collection, dedication, accounting, and spending of recreation center funds clear and concise for administration, the Council, the public, and the legislative record

WHEREAS, all prior legislation has intended to dedicate to the fund one half of one percent of all tax rates added to sales and remitted to the City, excluding penalties and interest collected from delinquent accounts;

WHEREAS as of the effective date of this ordinance, the dedication of funds to the YK Regional Aquatic Health and Safety Center Fund reflect the following sales tax rates and calculations as required under current Bethel Municipal Code:

Sales Tax, including remote sales, is set at a rate of six percent (6%)
The monthly calculations of one half of one percent (0.5%) of six percent (6%) is equal to 8.33% ($0.5/6=8.33\%$ rounded to a maximum of 2 decimals). A total of 8.33% of general and remote sales taxes collected will be dedicated to the YK Regional Aquatic Health and Safety Center Fund.

Alcohol Sales Tax, including remote sales, is set at a rate of fifteen percent (15%). The monthly calculations of one half of one percent (0.5%) of fifteen percent (15%) is equal to 3.33% ($0.5/15=3.33\%$ rounded to a maximum of 2 decimals). A total of 3.33% of all Alcohol Sales Taxes collected will be dedicated to the YK Regional Aquatic Health and Safety Center Fund.

Marijuana Sales Tax is set at a rate of fifteen percent (15%)
The monthly calculations of one half of one percent (0.5%) of fifteen percent (15%) is equal to 3.33% ($0.5/15=3.33\%$ rounded to a maximum of 2 decimals). A total of 3.33% of Marijuana Sales Taxes collected will be dedicated to the YK Regional Aquatic Health and Safety Center Fund.

WHEREAS, nothing in this ordinance precludes a future new sales tax or new rate of levy, if the City of Bethel approves an alternative sales tax rate for specific goods or services, the dedication of tax and the associated calculation of the new tax rate shall adhere to the standards provided herein.

NOW THEREFORE BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL, ALASKA:

Introduced by: Council Member DeWitt
Introduction Date: October 26, 2021
Public Hearing Date: November 9, 2021
Action:
Vote:

SECTION 1. This is a non-codified Ordinance and shall not become part of the Bethel Municipal Code.

SECTION 2. Ordinances #07-08, #07-10, #08-08, #09-25, #10-13, and #20-16 are hereby clarified and superseded as follows. To the extent this ordinance conflicts with the prior ordinances named in this section, this ordinance shall control.

SECTION 3. There is established a Yukon Kuskokwim Regional Aquatic Health and Safety Center Fund. The fund is created to cover expenses related to the development, expansion, and operation of the Yukon-Kuskokwim Fitness Center, including but not limited to design, promotion, construction, operation, repair, and maintenance of the facility.

SECTION 4. One half of one percent of the tax rate added to any sales price and remitted to the City shall be deposited into an interest-bearing account dedicated to the Yukon Kuskokwim Regional Aquatic Health and Safety Center Fund. Sales tax collections designated to the fund shall include all sales taxes that the City is permitted to collect under the Bethel Municipal Code at the time of sale and remittance, whether the sale occurs in Bethel or through a remote seller. The one half of one percent sales tax designation described and directed under this section does not sunset and shall continue in perpetuity, absent superseding action by the Council.

SECTION 5. This Ordinance shall become effective immediately following adoption by the Bethel City Council.

ENACTED THIS ___ DAY OF NOVEMBER 2021 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Mark Springer, Mayor

ATTEST:

Lori Strickler, City Clerk

Introduced by: Mayor Springer
Introduction Date: October 26, 2021
Public Hearing Date: November 9, 2021
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance 21-26 (d)

AN ORDINANCE AMENDING THE CITY OF BETHEL FISCAL YEAR 2022 BUDGET

THEREFORE BE IT ORDAINED by the City Council of Bethel, Alaska, as follows:

SECTION 1. Classification. This is a non-codified Ordinance and shall not become part of the Bethel Municipal Code.

SECTION 2. Fiscal Year Budget Amendments. The following estimated revenues and expenditures are hereby appropriated for the corporate purposes and objects of the City of Bethel for Fiscal Year 2022.

WHEREAS, the Superior Court Remanded Hackney V. City of Bethel, Alaska, et.al., Case No. 4BE-20-000080CI back to the Board of Adjustment on February 3, 2021;

WHEREAS, the Board of Adjustment Remanded the Rehearing to the Planning Commission on July 16, 2021;

WHEREAS, the Planning Commission's Decision, dated August 13, 2021, on September October 11, 2021 the City Clerk's Office received an appeal of the Planning Commission's Decision for consideration by the Board of Adjustment;

WHEREAS, considering the uniqueness of this remand, the City Clerk's Office and outside Council have taken on the role as advisor and staff support to the Board of Adjustment;

WHEREAS, the City entered into an agreement with Levesque Law Group, LLC for their legal services on this case;

d-1 City Clerk's Office				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
10-52-642	City Clerk-Legal Fees	35,000	<u>30,000</u>	65,000
			<i>Total Increase</i>	
10-10100	Combined Fund Balance	12,971,296	(30,000)	12,941,296
			<i>Total Decrease</i>	

Introduced by: Mayor Springer
Introduction Date: October 26, 2021
Public Hearing Date: November 9, 2021
Action:
Vote:

WHEREAS, the City's recent transition to virtual participation has extended attendance and participation opportunities for volunteer members and the public;

WHEREAS, the City wishes to continue to provide virtual participation for the members and extend viewing and listening options to the public;

WHEREAS, CivicPlus won the bid for the City's electronic packet preparation, the vendor has a number of integrations, to include a CivicPlus Media which will video live streaming and video archive of our public meetings linked to our meeting portal;

WHEREAS, CivicPlus is running a promotion providing 50% off the first year of service the cost breakdown for the remainder of the contract would be:

Year One: 3,200 (annual fee less 50% plus setup)
Year Two through Five: 4,300 (annual fee)

d-2 City Clerk's Office				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
10-52-669	City Clerk-Other Purchased Services	14,000	<u>3,200</u> <i>Total Increase</i>	17,200
10-52-541	Council Training and Travel	19,000	(3,200) <i>Total Decrease</i>	15,800

SECTION 3. Effective Date. This Ordinance shall become effective upon the passage by the Bethel City Council.

ENACTED THIS 9TH DAY OF NOVEMBER, 2021 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Mark Springer, Mayor

ATTEST:

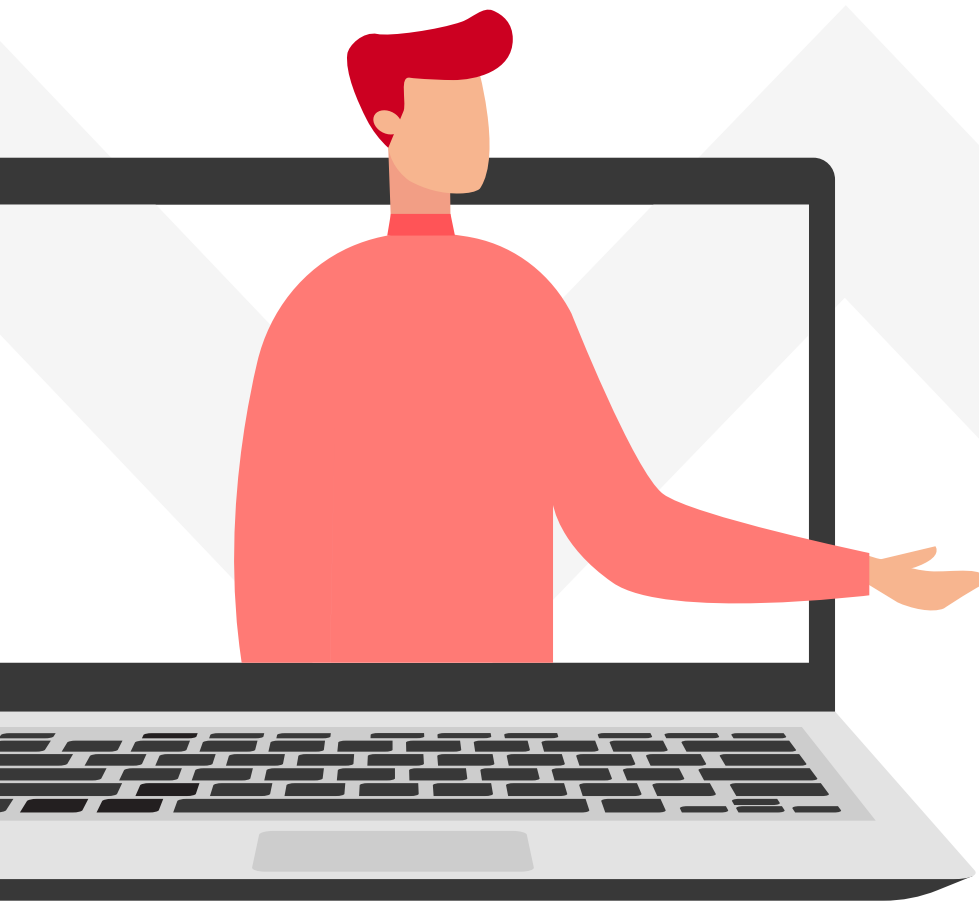
Lori Strickler, City Clerk



CivicPlus® Media

Engage Your Citizens with Live and Recorded Video

Today's digitally minded citizens are logging more hours watching online video than ever before, and they are searching for content that ranges from entertaining, to informative. For local governments, video is a powerful mechanism for sharing news and events, encouraging civic participation, meeting transparency requirements, building a brand, recruiting employees, and encouraging citizens to develop a sense of civic pride.



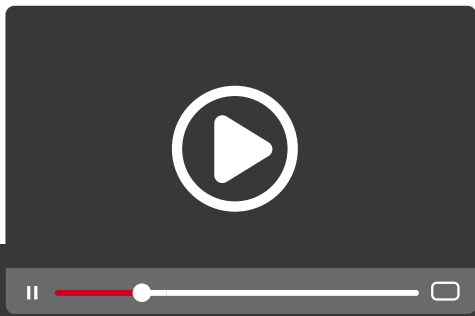
Live Stream:

- Board meetings
- Community concerts or parades
- School sporting events
- Council meetings
- Elected official Q&A sessions
- Press conferences

Live and On-Demand Video Streaming

Media is a core component of the Civic Experience Platform and is accessible through our CivicEngage® website design and hosting solution and our CivicClerk® agenda and meeting management solution. With CivicPlus Media, you can integrate live or recorded videos of meetings and events anywhere on your CivicEngage website that are easily accessible by citizens from any desktop computer or mobile device—no technical or coding skills necessary.

Simple live stream recording.



Immediate availability of recorded videos for on-demand viewing—no additional steps or manual file uploads.



Convenient integration with social media platforms including Facebook, YouTube, and Twitter.



High-definition video for professional-quality presentations.

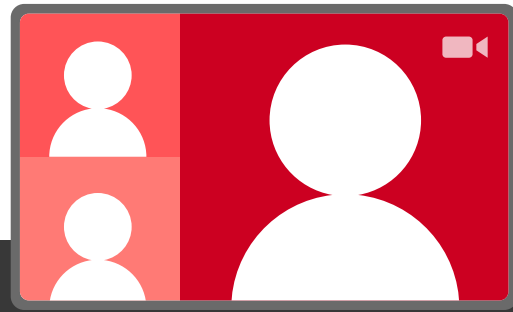


Link meeting agendas and bookmarks.



Auto-start recordings of meetings, so video viewers never miss a moment of live proceedings.

CivicPlus Media + Zoom



Password protect each meeting to prevent Zoombombing.



Create and share a Zoom meeting ID number only with elected officials and key staff when necessary.



Mute citizen participants when open comment session has ended.



Control the meeting within Zoom and protect participants from attempting a screen share.



Allow citizens to sign up to receive a link that will allow them to issue public comments and share their screen during the session.



Record and automatically upload meeting videos for on-demand playback.

CITY OF BETHEL, ALASKA

Resolution 21-19

A RESOLUTION BY THE BETHEL CITY COUNCIL RESPONDING TO THE COVID-19 PUBLIC HEALTH EMERGENCY, ESTABLISHING STANDARDS FOR IN-PERSON PARTICIPATION AT CITY MEETINGS

WHEREAS, the COVID-19 case rates are again at staggering levels requiring the City of Bethel to ensure mitigation measures are provided for our volunteers, staff, and residents when hosting our governmental meetings;

WHEREAS, as the City prepares to return to the City Hall, Council Chambers, certain mitigations will need to be strengthened to help ensure participants are able to maintain social distancing in the smaller space;

NOW THEREFORE BE IT RESOLVED by the City Council of Bethel, Alaska, as follows:

Section 1. In the interest of maximizing participation for our public meetings while also protecting our community and region, the Bethel City Council implements the following standards for all committee, commission, board, and council meetings of the City of Bethel:

1. Appointed and elected officials on committees, commissions, or the City Council may participate in-person or virtually.
2. Members of the public shall participate virtually by Zoom video or conference call.
3. Public meeting support staff (ex-officio member, city manager, city clerk) shall attend the meeting in person.
4. All governmental bodies will continue to use Zoom as a participation option for public meetings, and committee, commission, and council members will have the option to participate in person or virtually.
5. All governmental bodies will accept written public testimony for people to be heard and public hearings.
6. Volunteer members or staff shall not attend meetings in person if they have traveled out of Bethel within the last 10 days unless they are fully vaccinated.
7. Volunteer members and staff shall not attend meetings in person if they have symptoms of COVID-19, if a member of their household has tested positive for COVID-19 and is under quarantine, or if they have tested positive for COVID-19 and are under quarantine.
8. Social distancing when meeting in person shall be maintained to the fullest extent

Introduced by: Mayor Springer
Date: November 26, 2021
Action:
Vote:

possible, and the in-person meetings shall be limited to ten people or fewer if possible.

9. Proper mask wearing is required for all participants regardless of distance from others, food will not be permitted, and all surfaces will be thoroughly cleaned before and after meetings.

Section 2. Effective and Expiration Date. This Resolution is effective immediately upon adoption and shall remain in effect until the Emergency Ordinances which extend the COVID-19 Emergency expires, unless otherwise amended by the City Council.

ENACTED THIS 26 DAY OF OCTOBER, 2021 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Mark Springer, Mayor

ATTEST:

Lori Strickler, City Clerk

City of Bethel Action Memorandum

Action memorandum No.	21-32		
Date action introduced:	10-26-2021	Introduced by: Peter A. Williams, City Manager	
Date action taken:		Approved	Denied
Confirmed by:			

Action Title: Accept and approve the 2021 State Homeland Security Program award of \$78,500 and direct City Manager to sign grant agreement.

Attachment(s): (1) Grant Agreement, (2) Project Budget Details Sheet, and (3) Letter of Award, and (4) Participating Addendum, NASPO ValuePoint Public Safety Communication Equipment 06913, Master Agreement between Motorola Solutions and State of Alaska.

Amount of fiscal impact:		Account information:
\$78,500	Positive fiscal impact. No match.	TBD
	Requires funding in FY 2021 Budget.	

Summary Statement

The City of Bethel applied for five homeland security grant projects by the February 1, 2021 deadline. The following three City projects were funded at \$78,500:

1. Mobile Radio (1) and Portable Radios (10) > \$38,500
2. Investigator Interrogation Training (4 officers) > \$20,000
3. Taser CEW Instructor Certification Course (10 officers) > \$20,000

The State Homeland Security Program grant requires no match from the City. The performance period is October 1, 2021 to September 30, 2023. City grant expenditures are reimbursed through quarterly reports. A Final Report is due at grant completion.

The City plans to purchase the radios through a pre-bid contract arrangement allowed by Bethel Municipal Code 4.20.200, in which Motorola Solutions and its Alaska distributor, ProComm Alaska, LLC are the vendors. The contract is through the National Association of State Procurement Officials (NASPO), a non-profit organization dedicated to strengthening public procurements. The City has used the contract extensively for its purchases of Motorola radios funded by State Homeland Security Program grants.

Program Requirements

(A) Monies may not be obligated outside of the time period as stated on the grant document. An obligation occurs when funds are encumbered, as with a purchase order and/or commitment of salaries and benefits. All obligated and encumbered funds must be liquidated within 45 days of the end of the performance period (unless otherwise specified in the Program Terms and Conditions) when the *Final Performance Progress Reports* are due.

(B) The signature of the signatory officials on this award certifies that all financial expenditures, including all supporting documentation submitted for reimbursement, have been incurred by the jurisdiction, and are eligible and allowable expenditures consistent with the grant guidelines for this project. The jurisdiction shall follow the financial management requirements imposed on them by the Division of Homeland Security and Emergency Management (DHS&EM).

(C) The signature of the signatory officials on this award attests to the jurisdiction's understanding, acceptance, and compliance with Acknowledgement of Federal Funding; Lobbying; Debarment, Suspension and other responsibility matters; Drug-free Workplace; Conflict of Interest, and Non-Supplanting certifications. Federal funds will not be used to supplant state or local funds. Federal funds may be used to supplement existing funds to augment program activities, and not replace those funds which have been appropriated in the budget for the same purpose. Potential supplanting may be the subject of application and pre-award, post-award monitoring, and audit. Any cost allocable to a particular Federal award or cost objectives under the principles provided for in 2 CFR Part 200, subpart E, may not be charged to other Federal awards to overcome fund deficiencies.

(D) The jurisdiction shall ensure the accounting system used allows for separation of fund sources. These grant funds cannot be commingled with funds from other federal, state or local agencies, and each award is accounted for separately.

(E) The jurisdiction shall comply with the requirements under 2 CFR 25.110, to maintain and keep jurisdiction information current within the System of Award Management (SAM). Also the jurisdiction has the requirement to be non-delinquent to the Federal government as required in OMB Circular A-129.

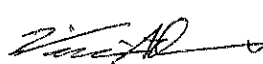
(F) The jurisdiction shall comply with Federal Laws and Regulations: *Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, Age Discrimination Act of 1975, Americans with Disabilities Act of 1990. Per Executive Order 13166*, the jurisdiction will take reasonable steps to ensure Limited English Proficient (LEP) persons have meaningful access to its programs and activities. *Executive Order 13347 Individuals with Disabilities in Emergency Preparedness* requires government to support safety and security for individuals with disabilities in situations involving disasters, including earthquakes, tornadoes, fires, floods, hurricanes, and acts of terrorism. *Executive Order 13224* prohibits transactions with and support to organizations associated with terrorism. Energy Policy and Conservation Act, National Environmental Policy Act (NEPA) of 1969 and the Coastal Wetlands Planning, Protection, and Restoration Act of 1990 (as applicable.) The USA PATRIOT Act of 2001, Trafficking Victims Protection Act of 2000, Hotel and Motel Fire Safety Act of 1990, and the Fly America Act of 1974. Subrecipients who collect Personally Identifiable Information (PII) are required to have a publicly available privacy policy that describes what PII they collect, how they use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate. All recipients must comply with statutory requirement for whistleblower protections (if applicable) at 10 U.S.C 2409, 41 U.S.C 4712, and 10 U.S.C 2324, 41 U.S.S 4304 and 4310. All recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R Part 19 and other applicable statutes, regulations, and guidance governing the participants of faith-based organizations in individual DHS programs.

(G) The jurisdiction certifies that it has an *Affirmative Action Plan/Equal Employment Opportunity Plan*. An *EEOP* is not required for subrecipients of less than \$25,000.00 or fewer than 50 employees.

(H) The jurisdiction certifies that its employees are eligible to work in the U.S. as verified by Form I-9, Immigration & Naturalization Service Employment Eligibility.

(I) It is the responsibility of the jurisdiction as the subrecipient of these federal funds to fully understand and comply with the requirements of:

1. Administrative requirements
2 CFR Part 200 *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*
<https://ecfr.io/Title-2/Part-200>
2. Cost Principles
2 CFR Part 200 Subpart E *Cost Principles*
<http://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&SID=a470d16f3403a225479f2a8a6c7c4058&n=pt2.1.200&r=PART&ty=HTML#sp2.1.200.e>
3. Audit Requirements
2 CFR Part 200 *Subpart F Audit Requirements*
Title 2 Part 200 Subpart E - Code of Federal Regulations (ecfr.io)
 - a. Federal: The applicant agrees that, as a condition of receiving any federal financial assistance, a Single audit of those federal funds will be performed, if required by law, and further agrees it will comply with all applicable audit requirements.
 - b. State: If the applicant is an entity that received state financial assistance the applicant shall submit to the State coordinating agency, within one year after the end of the audit period, an annual audit report covering the audit period as required by 2 AAC 45.010.

State of Alaska Division of Homeland Security and Emergency Management Under US Department of Homeland Security Federal Emergency Management Agency Grant Programs Directorate						Page 1 of 7	
						FEDERAL AWARD DATE	
						August 31, 2021	
						FEDERAL GRANT PROGRAM	
						2021 State Homeland Security Program	
OBLIGATING AWARD DOCUMENT							
RECIPIENT NAME AND ADDRESS		PERFORMANCE PERIOD		AMENDMENT		CFDA: 97.067	
City of Bethel PO Box 1388 Bethel, AK 99559		FROM:	October 01, 2021	AMENDMENT #:			
		TO:	September 30, 2023	EFFECTIVE DATE:			
		STATE PROGRAM NUMBER			20SHSP-GY21		
DUNS NUMBER		082508458		FUNDING ALLOCATION			
EIN		92-6001644		PLANNING			
METHOD OF PAYMENT		Electronic		TRAINING	\$40,000.00	EXERCISE	
PURPOSE OF AWARD				EQUIPMENT	\$38,500.00		
The attached Project Budget Details is the funding allocation. Grant program guidelines and federal, state, and local contracting and procurement compliance requirements apply.							
GRANT REQUIREMENTS AND PROGRAM TERMS AND CONDITIONS							
The acceptance of a grant from the United States government creates a legal duty on the part of the recipient to use the funds or property made available in accordance with the conditions of the grant. [GAO Accounting Principles and Standards for Federal Agencies, Chapter 2, Section 16.8(c)] See attached for continued Grant Requirements and Program Terms and Conditions							
SPECIAL CONDITIONS (Grant funds cannot be expended until these conditions have been met. See Obligating Award for details)							
None							
AGENCY INFORMATION							
ADDRESS	Division of Homeland Security and Emergency Management PO Box 5750 JBER, AK 99505-5750			WEBSITE	http://ready.alaska.gov		
				EMAIL	mva.grants@alaska.gov		
				PHONE	907-428-7000		
				FAX	907-428-7009		
STATE PROJECT MANAGER		PHONE	FAX	EMAIL			
Tiffany Peltier		(907) 428-7026	(907) 428-7009	tiffany.peltier@alaska.gov			
AGENCY APPROVAL				RECIPIENT ACCEPTANCE			
NAME AND TITLE OF APPROVING AGENCY OFFICIAL				NAME AND TITLE OF AUTHORIZED RECIPIENT OFFICIAL			
William A. Dennis, Administrative Operations Mgr.				Peter Williams, City Manager			
SIGNATURE OF APPROVING AGENCY OFFICIAL				SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL			
			DATE				DATE
			6 Oct 2021				
FOR STATE USE ONLY							
Division File Number:					Date Returned		
Fund	Unit	AR Unit	Object	Activity	Function	Program	PPC
1004	2001	099180010	7001	2012	21 SHSPBET	2SHSP2021	GYSHSP

- c. Subrecipients identified as "non-compliant" by the Alaska Dept. of Administration, Division of Finance, Single Audit Coordinator shall be subject to the following grant payment restrictions:
 - 1) The Division of Homeland Security & Emergency Management (DHS&EM) will not process grant payments of any nature directly to the subrecipient.
 - 2) Subrecipients will be required to fully comply with the Single Audit requirements as specified by the Alaska Dept. of Administration, Division of Finance, Single Audit Coordinator.
 - 3) Subrecipients will provide compliance evidence to DHS&EM from the state audit coordinator before any payment will be processed.
 - 4) DHS&EM may process On-Behalf-Of (OBO) payments to vendors for costs directly associated to the scope of work on approved awards.
 - 5) Performance periods will not be extended due to a subrecipient's failure to comply with Single Audit requirement.
 - 6) Payments made in error to subrecipients that are "non-compliant" must be repaid to the State of Alaska within 90 days of receipt of notice from DHS&EM.
4. Procurement and Contracts. Contracts must be of a reasonable cost, generally be competitively bid, and must comply with Federal, State, and local procurement standards. Detailed requirements for eligible procurement methods and contract types can be found in 2 CFR Part 200 Subpart D. The applicant agrees to review and follow procurement and contract requirements necessary for compliance with the grant program. Further, the applicant understands that failure to comply with these requirements may result of loss of funding for the entire project.
 - a. Debarred/Suspended Vendors. As required by Executive Orders 12549 and 12689, Debarment and Suspension, and implemented at 2 CFR Part 180, the applicant certifies that it and its principals:
 - 1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
 - 2) Have not within a three-year period preceding this award been convicted of a or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or perform a public a public (Federal ,State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - 3) Are not presently indicted for otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
 - 4) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause of default. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.
5. Conflict of Interest
2 CFR Part 200.112 – the jurisdiction must disclose in writing to DHS&EM any potential conflict of interest per the applicable Federal awarding agency policy in the award's performance period.
6. False Claims Act, Program Fraud Civil Remedies, and Mandatory Disclosures
 - a. 31 U.S.C. §3729, no recipient of federal payments shall submit a false claim for payment.
 - b. 38 U.S.C. §3801-3812, details the administrative remedies for false claims and statements made.
 - c. 2 CFR Part 200.113 – the jurisdiction must disclose, in a timely manner and in writing to DHS&EM, all violations of Federal criminal law involving fraud, bribery, or gratuity potentially affecting the award.
7. Technology Requirements
28 CFR Part 23, Criminal Intelligence System Operating Policies
8. Research and Development (R&D) Requirements
Grants awarded to DHS&EM are not R&D
9. Duplication of Benefits
2 CFR Part 200, Subpart E, Cost Principles
10. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, 42 U.S.C. §5121-5206, and Related Authorities, where applicable.
11. Reducing Text Messaging while Driving
All recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.
12. Reporting of Matters Related to Recipient Integrity and Performance
If the total value recipient's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, you must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R Part 200, Appendix XII.
13. Reporting Subawards and Executive Compensation
All recipients are required to comply with the requirements set forth in the government-wide Award Term on Reporting Subawards and Executive Compensation located at 2 C.F.R Part 170, Appendix A.

14. SAFECOM

All recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

15. All recipients must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

16. State Requirements

Alaska State Procurement Code AS 36.30, AS36.30.005–.030 <http://www.akleg.gov/basis/statutes.asp#36.30>

Alaska Administrative Code Title 2 Chapter 12, 2 AAC 12.74. [DOC Frame Page \(state.ak.us\)](http://state.ak.us)

Alaska Administrative Manual <http://doa.alaska.gov/dof/manuals/aam/index.htm>

SHSP Program Terms and Conditions

The total allocation of the 2021 State Homeland Security Program awarded to the State of Alaska Division of Homeland Security and Emergency Management (DHS&EM) is \$4,602,500.00 under *Federal Grant EMW-2021-SS-0025-S01, CFDA# 97.067*. The City of Bethel has been awarded \$78,500.00, which shall be used to support activities essential to the ability of states, territories, and urban areas to prevent, protect against, mitigate, respond to, and recover from terrorist attacks and other all-hazards events. All of the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO and State program guidance. The performance period of this grant award is October 1, 2021 through September 30, 2023. Project conditions must be completed by this date. The City of Bethel cannot sub-grant all or any part of this award to any other entity or organization. All awards require confirmation within the first reporting quarter that activities toward projects will be made, or DHS&EM may execute de-obligation of the funds.

(A) Changes to Award: All change requests must be submitted in writing, or electronically to the DHS&EM project manager, accompanied by a justification narrative and budget/spending plan, for review and approval. Changes must be consistent with the scope of the project and grant guidelines. Requests for changes will be considered only if the reporting requirements are current, and if terms and conditions have been met at the time of the request. Changes in the programmatic activities, or purpose of the project, changes in key persons specified on the grant award, contractual services for activities central to the purposes of the award, requests for additional funding, change in project site, or release of special conditions may result in an amendment to this award. No transfers of funds between budget categories will be authorized, only de-obligation of funds, except on a case-by-case basis.

(B) Reporting Requirements: The City of Bethel shall submit timely quarterly *Performance Progress Reports* and *Financial Progress Reports* to the project manager at DHS&EM. Instructions and blank forms are located electronically at <http://ready.alaska.gov/grants>, and may be reproduced. Jurisdictions must check the web site quarterly for the most current forms. Use of outdated forms **will not** be accepted. Quarterly reports are due:

Number of Scheduled Report Due	Jurisdiction Performance Period	Performance Progress and Financial Progress Report Due Dates
1	10/01/2021–12/31/2021	01/20/2022
2	01/01/2022–03/31/2022	04/20/2022
3	04/01/2022–06/30/2022	07/20/2022
4	07/01/2022–09/30/2022	10/20/2022
5	10/01/2022–12/31/2022	01/20/2023
6	01/01/2023–03/31/2023	04/20/2023
7	04/01/2023–06/30/2023	07/20/2023
8	07/01/2023–09/30/2023	10/20/2023
9	Final Report	11/15/2023

Invoices with progress reports will be submitted to DHS&EM by the due date as specified in the above schedule. Should the grant period be extended for any reason, a modified report schedule will accompany the award amendment.

The *Performance Progress Report* (PPR) contains an AK-PPR-A cover page form and an AK-PPR-B Program Indicators form. Both forms must be completed and submitted by the report due date. Requests for grant extensions, budget adjustments, project realignments, and significant problems or delays are reported on the AK-PPR-A. An AK-PPR-A must be submitted even if no additional information is required. The AK-PPR-B shall describe the progress and percent completed of projects and detail any related expenditures submitted on the *Financial Progress Report*. *Financial Progress Reports* shall describe the status of the funds, show encumbrances, and receipts of program income, cash or in-kind contributions to the project, whether or not a local match is required. A final PPR is a summary report, showing project completion, evaluating project activities and measuring performance against project goals for the entire performance period, and is required in addition to the last quarterly PPR. An *After-Action Report/Improvement Plan* (AAR/IP) is required within 30 days of the conduct of an exercise.

(C) Signatory Requirements: The primary signatory official, project manager and financial officer as listed on the *Signatory Authority Form* must sign the original obligating award document and any amendments. Delegates may sign quarterly and final reports, however, the signatures of the project manager, signatory official and the financial officer must be three different signatures.

(D) Reimbursements: Submit on the *Financial Progress Report* form. Reimbursement shall be based upon authorized and allowable expenditures consistent with project narrative and budget detail and grant guidelines, and submission of timely quarterly *Performance Progress* and *Financial Progress Reports*. Payments may be withheld pending correction of deficiencies or for use of outdated forms. Reimbursement of expenditures may be requested at any time within the performance period. Expenditures must be supported with source documentation (e.g. copies of invoices, receipts, timesheets with name/wage/hours, cost allocation, warrants, etc.), method of solicitation must be documented with a *Procurement Method Report* and documentation of payment must be included.

- **Personnel Costs:** Payroll reports signed and certified by the Chief Financial Officer that capture the employee name, position, coded allocation to the project, amount paid, are acceptable. Staff may not self-certify their own time and wages. The City of Bethel shall retain all supporting payroll records, including time and attendance records signed by the employee and supervisor and copies of warrants as per the recordkeeping requirements in Section N. Limited to 50 percent for employees assigned to program management functions, not operational duties. The limit does not apply to contractors.

- **Contracts:** All sole-source procurements, single vendor response to a competitive bid and service contracts of any value require DHS&EM pre-approval prior to implementation. Final signed copies of all contracts are required for submission to DHS&EM with the request for reimbursement. Please review the Procurement Method Report for specific requirements.
- **Program Income and Local Match:** Program income may be used to supplement project costs, reduce project costs, or may be refunded to the federal government, and must be used for allowable program costs and be expended prior to requests for reimbursement. Local matching funds must clearly support the source, the amount, and the timing of all matching contributions.
- **Equipment:** Allowable equipment categories are listed on the web-based Authorized Equipment List (AEL) on the Responder Knowledge Base (RKB). Documentation required per instructions attached to DHS&EM quarterly reports.
- **Travel:** Travel must be listed in the approved budget.
- **Training:** Requires DHS&EM pre-approval prior to registering or participating in training opportunities.
- **Exercise:** Requires submission of an AAR/IP within 30 days after conduct of the exercise.
- **Food and Beverages:** All food and/or beverage expenses require pre-approval by DHS&EM and are only allowable costs if related to a grant funded sheltering exercise, such as a Mass Care Shelter Exercise where food is prepared as part of the exercise objectives in evaluating food preparation capabilities.

(E) Non-reimbursable Expenses:

- Reimbursable training and related travel costs not pre-approved by DHS&EM
- Construction and renovation
- Indirect costs
- Management and Administration (M&A) costs to manage sub-contracts
- Supplanting
- Maintenance and/or wear and tear costs of general use vehicles (e.g., construction vehicles), medical supplies, and emergency response apparatus (e.g., fire trucks, ambulances) Maintenance and/or wear and tear costs of general use vehicles and emergency response apparatus during exercises.
- Equipment purchased for an exercise cannot be used for permanent installation and/or beyond the scope of the conclusion of the exercise.
- Hiring of sworn public safety officers to fill traditional public safety duties or to supplant traditional public safety positions and responsibilities
- Weapons, weapons accessories, ammunition
- Entertainment and sporting events
- Personal items such as laundry, personal hygiene items, magazines, in-room movies, personal travel
- Travel insurance, visa, and passport charges
- Lodging costs in excess of federal per diem, as appropriate
- Lodging fees associated with violation of the lodging facility's policies, such as smoking in a non-smoking room
- Lunch when travel is wholly within a single day
- Stand-alone working meals
- Bar charges, alcoholic beverages
- Tips
- Finance, late fees, or interest charges
- Lobbying, political contributions, legislative liaison activities
- Organized fund-raising, including salaries of persons while engaged in these activities
- Land acquisition
- Organizational Costs
- Expenditures not supported with appropriate documentation when submitted for reimbursement. Only properly documented expenditures will be processed for payment. Unsupported expenditures will be returned to the jurisdiction for resubmission.

(F) Property and Equipment Management: The City of Bethel shall maintain an effective property management system; safeguards to prevent loss, damage or theft; maintenance procedures to keep equipment in good condition; and disposition procedures. A *Property Inventory Report* is available at <http://ready.alaska.gov/grants> shall be submitted to DHS&EM annually each **June 20** with the *Financial Progress Report*, and continued submission is required annually until final disposition of the equipment. No equipment purchased with these grant funds may be assigned to other entities or organizations without the expressed approval in writing from DHS&EM, prior to the jurisdiction's encumbrance or expenditure for that equipment. Management of property and equipment shall be in accordance with state laws and procedures as outlined, and 44 CFR Part 13, sections 13.31 and 13.32. For items over \$5,000.00, a Single Equipment Reporting Form must be submitted at the time of reimbursement at the time of reimbursement request.

(G) Procurement: A *Procurement Method Report* documenting method of solicitation is required for reimbursement for every procurement (with the exception of local advertising, legal notices and travel arrangements). Contractors that develop or draft specifications, requirements, *Statements of Work* (SOW), and/or *Requests for Proposals* (RFP) for a proposed procurement shall be excluded from bidding or submitting a proposal to compete for the award of such procurement. Local bidder's preference is not allowed for federally funded procurements. Procurement transactions shall be conducted to provide maximum open and free competition. Pre-approvals may be required at multiple steps in the procurement process. Please see the Procurement Method Report for additional details.

(H) Contracts: Any contract entered into during this grant period shall comply with local, state and federal government contracting regulations. To the extent that subrecipients of a grant use contractors, subrecipients shall use small, minority, women-owned or disadvantaged business concerns and contractors to the extent practicable. Contracts for professional and consultant services must include local, state and federal government required contract language, a project budget, and require pre-approval by DHS&EM prior to implementation. Contract deliverables must meet the intent of the grant application and grant requirements. Justification is required for compensation for individual consultant services, which must be reasonable and consistent with the amount paid for similar services in the market place. Detailed invoices and time and effort reports are required for consultants. A *Procurement Method Report* documenting method of solicitation is required for reimbursement for every procurement.

(I) Use of DHS Seal, Logo and Flags: All subrecipients must obtain DHS&EM approval prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

(J) Publications and Copyright: All recipients must affix the applicable copyright notices of 17 U.S.C. § 401 or 402 and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards, unless the work includes any information that is otherwise controlled by the Government (e.g., classified information or other information subject to national security or export control laws or regulations). Publications created with funding under this grant should prominently contain the following statement: ***This document was prepared under a grant from the Federal Emergency Management Agency (FEMA)'s Grant Programs Directorate, U.S. Department of Homeland Security and the Alaska Division of Homeland Security and Emergency Management. Points of view or opinions expressed in this document are those of the***

authors and do not necessarily represent the official position or policies of FEMA's Grant Programs Directorate, the U.S. Department of Homeland Security or the State of Alaska.

(K) Acknowledgement of Federal Funding: All subrecipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

(L) Federal Debt Status: All subrecipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 and form SF-424, item number 17 for additional information and guidance.

(M) False Claims Act and Program Fraud Civil Remedies: All subrecipients must comply with the requirements of 31 U.S.C. § 3729 which set forth that no subrecipient of federal payments shall submit a false claim for payment. See also 38 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

(N) Recordkeeping Requirements: Grant financial and administrative records shall be maintained for a period of three (3) years following the date of the closure of the grant award, or audit if required. Time and effort, personnel and payroll records for all individuals reimbursed under the award must be maintained. Property and equipment records shall be maintained for a period of three (3) years following the final disposition, replacement or transfer of the property and equipment.

(O) Performance Measures: Quarterly Progress Reports shall demonstrate performance and progress relative to:

1. Acceptable performance on applicable critical tasks in Exercises using approved scenarios
2. Progress in achieving project timelines and milestones identified on the Grant Activities Plan
3. Percent measurable progress toward completion of project
4. How funds have been expended during reporting period, and explains expenditures related to the project

(P) Subrecipient Monitoring Policy: Periodic monitoring is required to ensure that program goals, objectives, timelines, budgets and other related program criteria are being met. DHS&EM reserves the right to periodically monitor, review and conduct analysis of the City of Bethel's financial, programmatic and administrative policies and procedures such as, accounting for receipts and expenditures, cash management, maintaining adequate financial records, means of allocating and tracking costs, contracting and procurement policies and records, payroll records and means of allocating staff costs, property/equipment management system(s), progress of project activities, etc. This may include desk and field audits. Technical assistance is available from DHS&EM staff. The Monitoring Policy is available in the Grants Management Handbook at <http://ready.alaska.gov/grants>.

(Q) Penalty for Non-Compliance: For the reasons listed below, special conditions may be imposed, reimbursements may be partially or wholly withheld, the award may be wholly or partly suspended or terminated, or future awards, reimbursements and award modifications may be withheld. DHS&EM may institute the following, but is not limited to, withholding authority to proceed to the next phase of a project, requiring additional or more detailed financial reports, additional project monitoring, and/or establish additional prior approvals. DHS&EM shall notify the City of Bethel of its decision in writing stating the nature and the reason for imposing the conditions/restrictions, the corrective action required and timeline to remove them, and the method of requesting reconsideration of the imposed conditions/restrictions. The City of Bethel must respond within five (5) days of receipt of notification.

1. Unwillingness or inability to attain project goals
2. Unwillingness or inability to adhere to Special Conditions or Grant Assurances.
3. Failure or inability to adhere to grant guidelines and federal compliance requirements
4. Improper procedures regarding contracts and procurements
5. Inability to submit reliable and/or timely reports
6. Management systems which do not meet federal required management standards

(R) Termination for Cause: If performance is not occurring as agreed, the award may be reduced or terminated without compensation for reduction or termination costs. DHS&EM will provide five (5) days notice to City of Bethel stating the reasons for the action, steps taken to correct the problems, and the commencement date of the reduction or termination. DHS&EM will reimburse City of Bethel only for acceptable work or deliverables, necessary and allowable costs incurred through the date of reduction or termination. Final payment may be withheld at the discretion of DHS&EM until completion of a final DHS&EM review. Any equipment purchased under a terminated grant may revert to DHS&EM at the option of DHS&EM.

(S) Termination for Convenience: Any project may be terminated upon convenience, in whole or in part, for the convenience of the Government. The U.S. Department of Homeland Security and the DHS&EM, by written notice, may terminate this grant, in whole or in part, when it is in the Government's interest. Allowable costs obligated and/or incurred through the date of termination shall be reimbursed. Any equipment purchased under a terminated grant may revert to DHS&EM at the option of DHS&EM.

(T) Project Implementation: Due to the competitiveness of the 2021 State Homeland Security Grant, approved projects must be ready-to-go. Project implementation shall begin within the first reporting quarter.

1. If a project cannot be operational within the first reporting quarter of the approved award date, the subrecipient should provide notice to DHS&EM, stating the implementation delay and expected starting date. At the discretion of DHS&EM, the grant award is subject to cancellation and funds may be de-obligated and reallocated to other projects if project implementation is unjustifiably delayed.

(U) The City of Bethel shall comply with the requirements and restrictions of the Federal Fiscal Year (FFY) 2021 Homeland Security Grant Program (HSGP) Program Guidance, State Overview and Guidelines, State Preparedness Report, and the State Homeland Security Strategy. By signing this obligating award document, the City of Bethel certifies it has read, understood and accepted these documents as binding.

(V) No funds will be reimbursed until City of Bethel fiscal and programmatic representatives attend a 2021 Grant Kick-Off Meeting to be held by teleconference in October, 2021. Activity towards grant acceptance and projects may take place prior to Kick-Off meeting attendance.

(W) The City of Bethel must complete a Quarterly Activities Plan by December 31, 2021. Information on this requirement will be emailed and provided at 2021 Grant Kick-off meetings

(X) The City of Bethel must complete/update the Alaska Assessment annually by July 31.

(Y) The City of Bethel must have programmatic jurisdictional representatives at the annual DHS&EM Multiyear Training and Exercise Plan Workshop (TEPW).

(Z) The signature of the signatory officials on this award attests to the City of Bethel's understanding and acceptance of the National Incident Management System (NIMS) compliance requirements. For FFY 2021, the Alaska Assessment will be the required means to report NIMS compliance for future preparedness award eligibility.

(AA) The City of Bethel must complete the Nationwide Cybersecurity Review (NCSR) by December 31, 2021. More information on this online, self-assessment is will be provided at the 2021 electronic Kick-Off Meeting and can be found in the 2021 HSGP NOFO: <https://www.cisecurity.org/ms-isac/services/ncsr/>

Special Conditions

None

We certify we have read, understood, and accept the Grant Terms and Conditions, the Grant Requirements, and Assurances and Agreements, and Special Conditions in accordance with this Award.

Project Manager's Signature

Chief Financial Officer's Signature

Signatory Official's Signature



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Military and
Veterans Affairs**

Division of Homeland Security and
Emergency Management

P.O. Box 5750
JBER, AK 99505-0800
Main: 907.428.7000
Fax: 907.428.7009
ready.alaska.gov

October 8, 2021

Mr. Peter Williams, City Manager
City of Bethel
PO Box 1388
Bethel, AK 99559

RE: 2021 State Homeland Security Program, EMW-2021-SS-0025-S01
State Grant No.: 20SHSP-GY21

Mr. Williams:

We received funds from the U.S. Department of Homeland Security under the 2021 State Homeland Security Program. We are pleased to award the City of Bethel the amount of \$78,500.00 under this grant. Funding from this program is provided to support, build, and sustain the ability of states, territories, and urban areas to prevent, protect against, mitigate, respond to, and recover from terrorist attacks and other all-hazards events.

Please review the Grant Requirement and Program Terms and Conditions as articles have changed to incorporate the provisions of 2 CFR Part 200. All changes to these items will be discussed at the 2021 Grant Kick-Off Meetings. Participation at a Kick-Off Meeting is required.

Please review Project Budget Details for Environmental and Historical Preservation (EHP) requirements and approved project specifics. As a reminder, all procurement transactions must be conducted in a manner providing full and open competition. To ensure this, we require a Procurement Method Report with every expense (with the exception of local advertising, legal notices, and travel arrangements) submitted for reimbursement under this grant and pre-approvals may be required at multiple steps in the procurement process. Please see the Procurement Method Report for additional details.

A pre-signed Obligating Award Document (OAD) is attached. Please print the document, sign the OAD and send a scanned copy to mva.grants@alaska.gov within 30 days of subrecipient receipt. Keep the hard copy for your records.

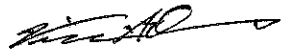
If the OAD cannot be returned within 30 days due to local jurisdiction policies, a Notice of Intent to Accept Grant Award form must be submitted. The form and instructions are available for download on our Grants website, <http://ready.alaska.gov/grants.htm>.

Mr. Williams
October 8, 2021
Page 2 of 2

If signatory points of contacts have changed since submittal of the application, please complete and return a Signatory Authority Form with the signed OAD. The Signatory Authority Form is available for download on our Grants website. If needed, Electronic Payment enrollment forms are also available upon request.

If you have any questions, please contact the Division Project Manager for this grant, Tiffany Peltier at (907) 428-7026 or by email at mva.grants@alaska.gov.

Sincerely,



William A. Dennis
Administrative Operations Manager

Enclosure(s): Obligating Award Document
Project Budget Details Report

cc: John Sargent, Jurisdiction Project Manager
Sam Amik, Jurisdiction Chief Financial Officer

PARTICIPATING ADDENDUM
NASPO ValuePoint
Public Safety Communication Equipment 06913
Lead by the State of Washington (hereinafter "Lead State")

MASTER AGREEMENT

Motorola Solutions
(hereinafter "Contractor")

And
State of Alaska
(hereinafter "Participating State") Participating State
Contract Number 2016RADIO0016

2015 DEC 9 AM 9 26
OFFICE OF GENERAL
SERVICES ACQUISITION

1. **Scope:** This addendum covers the purchase of public safety communication equipment and is for use by state agencies and other entities located in the Participating State authorized by that state's statutes to utilize state contracts with the prior approval of the state's chief procurement official.

Contractor has been awarded the following categories:

Category: Radios	
Subcategory: Portable, Dual-Band	Subcategory: Mobile, Single-Band tier II
Subcategory: Portable, Single-Band tier I	Subcategory: Mobile, Single-Band tier III
Subcategory: Portable, Single-Band tier II	Subcategory: Desktop, Dual-Band
Subcategory: Portable, Single-Band tier III	Subcategory: Desktop, Single-Band tier I
Subcategory: Mobile, Dual-Band	Subcategory: Desktop, Single-Band tier II
Subcategory: Mobile, Single-Band tier I	
Category: Base Stations/Repeaters: Single-Band tier I	
Category: Base Station/Repeaters, Single-Band tier II	
Category: Mobile Radio Antennas	

2. **Participation:** Use of specific NASPO ValuePoint cooperative contracts by agencies, political subdivisions and other entities (including cooperatives) authorized by an individual state's statutes to use state contracts are subject to the prior approval of the respective State Chief Procurement Official. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official.

3. **Participating State Modifications or Additions to Master Agreement:**

Required Reports:

Contractor must submit quarterly reports to the Contracting Officer assigned by the State to manage this contract. The contractor shall provide the State of Alaska with an electronic usage report (Excel) which will list the following information at the minimum: purchasing entity, description of items purchased, date of purchase, contract price, retail price, and the extended price for each transaction. These reports are due 30 days after the end of the quarter.

First Quarter: July 1 through September 30

Second Quarter: October 1 through December 31
 Third Quarter: January 1 through March 31
 Fourth Quarter: April 1 through June 30

4. Primary Contacts: The primary contact individuals for this participating addendum are as follows (or their named successors):

Contractor

Name	Dwayne Sakumoto
Address	PO BOX 230470 Anchorage, Alaska 99523
Telephone	(907) 261-8170
Fax	(907) 346-4303
E-mail	d.sakumoto@motorolasolutions.com

Participating Entity

Name	Victor Leamer
Address	State of Alaska – Department of Administration Division of General Services 333 Willoughby Ave. Suite 700 Juneau, AK 99811
Telephone	907 465-5678
Fax	907 468-2189
E-mail	victor.leamer@alaska.gov

5. Subcontractors:

All Motorola dealers/resellers/distributors authorized in the State of Alaska, as shown on the NASPO ValuePoint website, are approved to provide sales and service support to participants in the NASPO Master Agreement. The Motorola dealer's/resellers/distributors participation will be in accordance with the terms and conditions set forth in the aforementioned Master Agreement.

6. Purchase Order Instructions:

All orders should contain the following (1) Mandatory Language "PO is subject to NASPO ValuePoint Contract # 06913 (2) Your Name, Address, Contact, & Phone-Number (3) Purchase order amount. Please channel your PO through one of our authorized dealers/resellers/distributors so they can arrange for proper ordering and installation of your equipment. During Contract performance, Contractor shall identify and make available to Purchasers upon request a list of subcontractors, dealers, and distributors who will supply products or perform services in fulfillment of Contract requirements. Information shall include their name, the nature of services to be performed or products to be sold by product category/subcategory, address, telephone, facsimile, email, and federal tax identification number (TIN) (if the company is authorized to sell and invoice for products and services).

7. Price Agreement Number:

All purchase orders issued by purchasing entities within the jurisdiction of this participating addendum shall include the Participating State contract number: 2016RADIO0016 and the Lead State Master Agreement number: 06913.

8. Individual Customer:

Each State agency and political subdivision, as a Participating Entity, that purchases products/services will be treated as if they were Individual Customers. Except to the extent modified by a Participating Addendum, each agency and political subdivision will be responsible to follow the

terms and conditions of the Master Agreement; and they will have the same rights and responsibilities for their purchases as the Lead State has in the Master Agreement. Each agency and political subdivision will be responsible for their own charges, fees, and liabilities. Each agency and political subdivision will have the same rights to any indemnity or to recover any costs allowed in the contract for their purchases. The Contractor will apply the charges to each Participating Entity individually.

This Participating Addendum and the Master Agreement number 06913 (administered by the State of Washington) together with its exhibits, set forth the entire agreement between the parties with respect to the subject matter of all previous communications, representations or agreements, whether oral or written, with respect to the subject matter hereof. Terms and conditions inconsistent with, contrary or in addition to the terms and conditions of this Addendum and the Master Agreement, together with its exhibits, shall not be added to or incorporated into this Addendum or the Master Agreement and its exhibits, by any subsequent purchase order or otherwise, and any such attempts to add or incorporate such terms and conditions are hereby rejected. The terms and conditions of this Addendum and the Master Agreement and its exhibits shall prevail and govern in the case of any such inconsistent or additional terms within the Participating State.

IN WITNESS WHEREOF, the parties have executed this Addendum as of the date of execution by both parties below.

Participating State: Alaska	Contractor: Motorola Solutions, Inc.
By: 	By: 
Name: Victor Leamer	Name: 
Title: Contracting Officer	Title: 
Date: 12-9-15	Date: 12-4-2015

If you have questions about this Participating Addendum or the participation process, please contact:

NASPO ValuePoint

Name	Tim Hay, Cooperative Development Coordinator
Telephone	503-428-5708
E-mail	thay@naspovalupoint.org

[Fully executed PDF copy of this document should be emailed to PA@naspovalupoint.org to support documentation of participation and posting in appropriate data bases]



Project Budget Details **2021 State Homeland Security Program** **Bethel, City of** **Reported Revision 0**

PBD #	Expense Category	Solution Area	Discipline		Budgeted Cost	PBD Amount Spent	PBD Balance
1	Equipment	Interop.Communications	Fire Service	State:	\$0.00	\$0.00	\$0.00
☐ EHP		☐ Canceled		Federal:	\$38,500.00	\$0.00	\$38,500.00

Item: Mobile and Portable Radios

Description: Purchase and deployment of mobile and portable radios for the City of Bethel Fire Department. This project would increase the communications capability police and fire responders have during a natural or terroristic event, as well as the ability to communicate with area jurisdictions to include local, state, and federal partners.

2	Training	Course: Dev,Del,Eval	Law Enforcement	State:	\$0.00	\$0.00	\$0.00
☐ EHP		☐ Canceled		Federal:	\$20,000.00	\$0.00	\$20,000.00

Item: Investigator Interrogation Training

Description: Hiring and delivery of investigator interrogation and interview training project entails four Bethel sworn police officers attending a 3-5 day training.
 Note: Grant funds cannot be to pay a federal agency.

3	Training	Course: Dev,Del,Eval	Law Enforcement	State:	\$0.00	\$0.00	\$0.00
☐ EHP		☐ Canceled		Federal:	\$20,000.00	\$0.00	\$20,000.00

Item: Taser CEW Instructor Certification Course

Description: Hiring and delivery of taser instructor certification course is designed to teach law enforcement professionals how to teach others in the safe, effective, and efficient use of tasers. The course will cover terms, operational features, and medical and tactical considerations. The live component will cover drills, live deployments, and scenarios.

	Adjusted Grant Total	Total PBD Allocations	Total Expenses	Summary Balance
State:	\$0.00	\$0.00	\$0.00	\$0.00
Federal:	\$78,500.00	\$78,500.00	\$0.00	\$78,500.00
Grand Total:	\$78,500.00	\$78,500.00	\$0.00	\$78,500.00

City of Bethel Action Memorandum

Action memorandum No.	21-33		
Date action introduced:	10-26-2021	Introduced by:	Mayor Springer
Date action taken:		Approved	Denied
Confirmed by:			

Title: Cancellation Of Regular City Council Meetings; November 23rd And December 28.

Amount of fiscal impact:		Account information:
x	No fiscal impact	

Month	2 nd Tuesday	4 th Tuesday
November	9	23
December	14	28

This AM provides the Council an opportunity to discuss a possible lack of quorum for the regular meetings scheduled during the November and December holiday seasons and provides the members an opportunity to cancel the meeting dates per BMC 2.04.010(B).

If one or both of the regular meetings are cancelled, the agenda items that would fall on a cancelled meeting date would automatically be postponed until the next regular meeting.

City of Bethel Action Memorandum

Action memorandum No.	21-34		
Date action introduced:	10-26-2021	Introduced by:	Peter A. Williams, City Manager
Date action taken:		Approved	Denied
Confirmed by:			

Action Title: Amend the City of Bethel's spending plan for the Coronavirus Local Fiscal Recovery Funds grant to include the purchase of prepaid gift cards and lift station capital funds and authorize City Manager to modify it as needed to meet evolving needs brought about by the COVID-19 pandemic.

Attachment(s): None

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	
\$794,904.65	Coronavirus Local Fiscal Recovery Fund	66-70

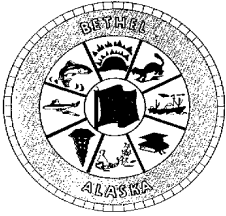
Summary Statement

The City of Bethel received half (\$794,904.65) of the Coronavirus Local Fiscal Recovery Fund grant amount of \$1,589,809.31. The federal funds stem from approval of the American Rescue Plan Act of 2021.

Thus far, the City of Bethel spent or plans to spend Recovery Funds on the following items:

1. \$250,000 – Purchase new antenna for KYUK Radio Station.
2. \$20,000 – Purchase \$100 prepaid VISA cards for distribution to individuals who get their first-time COVID-19 vaccinations.
3. \$190,000 - Complete City's lift station improvement project:
 - Main Lift Station Mixer (for suspension of fats/oils/greases (FOG))- \$75K
 - Mixer Hardware costs- \$15K
 - Mixer Mounting System and Controls- \$20K
 - Installation costs- \$25K
 - Engineering Support- \$15K
 - Main Lift Station Heater and Ventilation Improvements - \$105K
 - Wet-Side Heating and Ventilation (2-unit heaters, supply fan/damper)
 - Equipment and Installation Costs – \$65K
 - Engineering Support - \$10K
 - Dry-Side Heating and Ventilation (Pressurization fan; sealing separation wall)
 - Equipment and Installation Costs – \$20K
 - Engineering Support - \$10K
 - Air Freight Bethel Heights West Generator (\$10K)

By using the City's Coronavirus Local Fiscal Recovery Funds grant to pay for lift station improvements, the City will be able to close its Village Safe Water lift station grant in time to apply for new money in April 2022. The City anticipates applying for funds to improve the Bethel Heights water and sewer system.



CITY OF BETHEL

P.O. Box 388
Bethel, Alaska 99559
Ph. (907) 543-4150
Fax (907) 543-3817

MEMORANDUM

DATE: October 5, 2021, to October 19, 2021

TO: City Council

FROM: Peter Williams, City Manager

RE: City Managers' Report

Covid-19 –

Oct 6 – 1) The U.S.D.A. and City Administration met with the U.S.D.A. to go over the next steps we need to take to concerning the Aves project. 2) Finance Dept is working on gathering the information for the Comm. Action Grants exit reports. 3) Police, Fire, PW Departments received new vehicles from A.M.L., the last voyage of 2021. 4) Looked for R.F.P.s for a Public Relations firm. The city Clerk provided some examples.

Oct. 7- 1) Forwarded Alaska Municipal League request for a volunteer who would participate in an Advisory Council on Opioid and Remediation to the Police Dept. 2) Reviewed changes to Ord. #20-16 with the finance Dept. 3) Provided information for Y.K.F.C. Feasibility Study. 3) Responded to a citizen's concern regarding zoning. 4) Review Homeland Security Grant agreement. 5) Reviewed

Oct. 8 – 1) Listen to a citizen's complaint about planning issuing a site plan permit for the property they would like to build on.

Oct – 9 & 10 – Responded to various e-mails and phone calls.

October 11 – Discussed the collective Bargaining Agreement with the H.R. Manager to finalize our strategy to negotiate a new contract with the union. 2) Reviewed Sch. Res. Officer M.O.U.; Crowley's Facility Use Agreement; questions regarding an R.F.P. for public relations; Ordinances concerning Y.K.F.C. calculation of the sales tax; Ordinance concerning W&S rates; Hackney Appeal to the Board of Adjustment.

3) Response to First Nat Bank inquiring about the 2020 audit and the status of the Aves. Project. All of the funds from the CARES Act have been transferred to Wells Fargo, approximately two million nine-hundred thousand dollars. 4) Discussed with the finance department the need to reconcile our fund balances with the proper accounts at Wells Fargo.

Oct. 12 – 1) The Public works dept is cleaning out the Bus barn. The bid to jack - up the building and remove the existing foundation will be finished within a week or two. The building will be lowered onto a gravel pad and used as a garage for Streets and Roads. 2) the permit needed to dredge Brown Slough is progressing. We need to find a qualified person to produce sediment samples from the Brown slough. 3) BNC is looking into hooking up the BNC Apts. to the City's water services. 4) The final plat mylar for the Ciullkulek Subdivision is in the process of being signed. 5) The finance Dept is reaching out to those who owe Exit Reports for receiving funds from the Comm. action Grant. 6) Work towards resolving a zoning issue with a property owner with the Planning Dept. 7) Work with the Finance Dept, City Clerk, City Attorney to produce an ordinance clarifying the taxes used to fund the Aquatic Ctr. 8) Receive first look at the Bethel Water Model for the Preliminary Engineering report to deliver water for all the houses in Bethel. 9) Admin. met the Employees Union representatives. 10) B.D.O. and the U.A.S.C.E. resolved to capitalize the Seawall. The Seawall is now recorded as a Capital Asset of the Muni. Dock Fund.

Oct 13 - 1) Continue review proposed ordinance to clarify what taxes go to the fund for the pool. 2) Responded to questions about Y.K.H.C. lease on 5th Ave with Y.K.H.C.

Oct 14 -1) Received notice the BNC had the City had come to an agreement regarding the Aquatic Ctr. 2) Several different matters concerning our vaccination policy were discussed with the H.R. Dept. and the CA. 3) B.F.S. is working on building studio apartments at the old senior center site, now called the Winterhouse.

Oct 15 – 1) Sent B.D.O. our schedule to review the draft of the F.Y. 2020 audit. 2) We are nearing the end of the Lift station Project. There are tasks left to be done that may require further funding if the V.S.W. doesn't cover the costs. Some of the costs are due to the supply issues that we are experiencing in the lower forty-eight. 3) Resolved a citizen complaint regarding the transit system.

Peter A. Williams
City Manager



October 19, 2021

Mr. William Arnold
Mr. Ted Meyer
Mr. John Sargent
Mr. Peter Williams
City of Bethel
P.O. Box 1388
Bethel, AK 99559

**Subject: 2017-2022 City of Bethel- DOWL Term Contract
Capital Projects Update**

CONTRACTED PROJECTS

Avenues Piped Water and Sewer- DOWL Task Order #2

- Project design is between 95% and 100% level. Project will be ready to bid in December.
- ADEC Approvals to construct are granted.
- Service Agreements are done.
- Easements need to be recorded but are fully executed and paid for.
- DOWL is actively working on 10 temporary construction easements. This is the only thing remaining for project site control.
- DOT Utility Permit is in hand.
- With recent escalations, estimate is \$21M. Does not account for owner provided pipe. Estimates continue to rise. City and consultants need to develop a plan for additional funding.

Lift Station Improvements- #15

- Public Works, City Hall, and Bethel Heights ASHA Main lift station are complete. Main lift station modifications are still in the works.
- BH West Back-up power is in the works. Generator ordered in January, but just arrived in Anchorage 10/11/21- it will be air freighted to Bethel.
- Remote monitoring system development is in the works.
- Approximately \$200K additional is needed to complete this project.

Lead and Copper Issues at City Sub- #17

- Orthophosphate injection system is up and running as of November 17, 2020. ADEC has granted Interim Approval to Operate for one year (running out in Feb 2022), which will allow for monitoring. Monitoring ongoing.

City Hall Roof and Boiler Improvements- #23

- October 15, 2021 Substantial Completion Date. Architect was not able to complete because of positive Covid test and inability to visit Bethel. DOWL's owners representative did a preliminary walk-through, but official substantial completion certificate will be around October 26, 2021.
- CO#3 approved for total contract amount of \$1,377,706.76 – includes additional fasteners, painting at GWB board, metal caps at the soffit corners, furnace stand and flue pipe, doorway repairs in lobby, and exterior soffit lighting.

- Antenna attachment (for IT wireless systems) is in design. Construction of antenna attachment will be a change order.
- Will have additional costs for heat system zoning/balancing and antenna mounts.
- Approximately \$15,000 remaining that is not obligated yet.

Subdivision Construction Oversight- #26

- DOWL made recommendation to City Planner and PWD to sign the final plat, at which point City would own the ONC roads.
- Blue Sky subdivision roads are under construction. DOWL is performing spot inspections.

Yukon Kuskokwim Health and Fitness Center Repairs-- #28

- Change order #5 approved for a total contract amount of \$488,709.04 – includes parking lot lighting; air and water systems balancing; and repair of rake flash, ridge cap, and valley flash. Design costs so far have been in the \$80,000 range.
- DOWL is working with The Pool Company on bids for filter maintenance and working with Wolverine and others on bids for replacement of the on-site lift station. It is expected these items will fit within the recently allocated additional YK Fitness Center repair funds.

Courthouse Water Service Replacement- #29

- \$770k contract awarded to Denali General Contractors. Construction will be summer 2022.

Water and SewerCAD Models- #33

- DOWL in Bethel this week to obtain data necessary to calibrate the models.
- Models will be used to assess the system for expansion of the pipe network for the new PER.

Public Works Facility Back-up Generator- #35

- 100% Paid
- CARES Act funded but still need to produce drawings for VanGo. Design is complete.
- Cummins Generator has been ordered. Cummins is claiming Force Majeure though and claiming to not know delivery time-frame.

Community Wide Piped System Preliminary Engineering Report- #36

- DOWL preparing list of data needs, including calibration data for the water and sewer models.
- Will take 4-5 months to prepare once all data is received.
- This work will be done over the fall/winter.
- DOWL team was in Bethel the week of October 12, 2021 to calibrate the water and sewer models of the existing system to understand how possible it is to build out the piped network.

YK Fitness Center Expansion Feasibility Study- #37

- Design and Planning team continues to work on the financial analysis. The review identified potential tax increases and is now being expanded to look at membership fees increases.
- Architectural, mechanical, and electrical are finalized their initial expansion plan during the next two weeks and Estimations will then look at capital costs.
- Hoping for a team meeting to discuss second round of findings the week of November 1 with a report to the Parks and Recreation Committee the week of November 8.

Water and Sewer Rate Study- Water and Sewer- #39

- DOWL team and City Manager are working with finance department to gather all information needed for rate study.
- First draft of rate study will be ready in November 2021.

Building Floor Plans- #41

- Project underway. Architects Alaska is working with planning department to obtain building floor plans and necessary additional information.
- We have produced Draft floor plans of all City facilities for IT Director review.

Fuel Tank Farm Review- #42

- DOWL and team have reviewed and approved of Vitus's proposal. There will be additional inspection to check for conformance with their plans and specifications.

Permitting for Brown's Slough Dredging- #43

- DOWL is working with City Manager to permit dredging of Brown's Slough.
- Team will apply for the use of a Nationwide permit- USACE. This will be cheaper than an individual permit.
- Draft permits will be ready for City Manager around October 26, 2021.

Schedule, Events and Programs

Visit ykfitness.org for the most up to date schedules and information.

YKFC kicked off September by participating in the 2021 Bethel Community Fair. We sponsored and ran activities at the Lion's Club Park offering a variety of yard games through the afternoon including soccer, bocce, croquet, and bowling. We also offered a fitness wheel where participants could spin the wheel to receive a work-out challenge. As well as several competitions including a plank contest and several sack races which were a fan favorite and drew the most participants!

The BRHS Swim Team continued morning practices in the pool and The YK Delta Lifesavers continued to sponsor teens swimming free on Wednesdays.



September 2021

- 11 Swim Lessons**
- 250+ Responses to the YKFC Expansion Survey**
- 1 New Group Fitness Class: Saturday Morning Yoga**
- 15+ BRHS Swim Team Practices**
- Activity Zone at the Bethel Community Fair with 5+ games**



FALL 2021 MEMBERSHIP SPECIALS

2021 PFD SPECIAL

1 MONTH ONLY 25% OFF

Adult Fitness or Pool: \$50
Adult Both: \$68
Youth Fitness or Pool: \$25
Youth Both: \$41
Senior Fitness or Pool: \$21
Senior Both: \$37
Military Fitness or Pool: \$33
Military Both: \$41

ANNUAL 50% OFF

Adult Fitness or Pool: \$330
Adult Both: \$453
Youth Fitness or Pool: \$165
Youth Both: \$265
Senior Fitness or Pool: \$138
Senior Both: \$207
Military Fitness or Pool: \$220
Military Both: \$320

2021 INDIGENOUS PEOPLES' DAY SPECIAL

In honor of Indigenous Peoples' Day YKFC is offering a membership discount to all members of a Native American or Alaska Native tribe.

1 MONTH ONLY

Adult Fitness or Pool: \$40
Adult Both: \$45
Youth Fitness or Pool: \$20
Youth Both: \$25
Senior Fitness or Pool: \$20
Senior Both: \$25

ANNUAL

Adult Fitness or Pool: \$250
Adult Both: \$300
Youth Fitness or Pool: \$150
Youth Both: \$175
Senior Fitness or Pool: \$150
Senior Both: \$175

HOW TO PURCHASE
Over the phone or at the front desk or email info@ykfitness.net

HAVE QUESTIONS?
YKFC@CITYOFBETHEL.NET (907) 543-0390

FOR MORE DETAILS PLEASE VISIT:
YKFCFITNESS.ORG

AVAILABLE
October 11th-20th

VALID TRIBAL ID REQUIRED

DISCOUNTS:
**This discount is only available on October 11 and a valid tribal ID is required. This discount applies to annual or one-month memberships. This is a one-time offer and cannot be renewed at this time. May not be combined with additional discounts.

(907) 543-0390 • 267 Akiachak Dr Bethel, AK • www.ykfitness.org

We expanded our Group Fitness Classes with an additional yoga class on Saturday mornings with our new instructor Kylie and continued to offer a limited number of private swim lessons with swim instructor Elle.

Covid-19 mitigation strategies continued throughout September including gathering contact tracing information and temperature checks at entry, universal face masking for all activities except swimming and showering, and reserved swimming zones for unvaccinated swimmers.

During October YKFC will be offering two membership specials, one in celebration of Indigenous Peoples' Day and the other is our annual PFD Special. Both will offer extensive discounts on annual and single month memberships.

In November we are offering a Swim Instructor and Lifeguard Certification courses.

During the 2021 Holiday season the facility will be open for the below hours.

- Thanksgiving Day: 11/25/21 Closed
- Friday after Thanksgiving: 11/26/21; Open 2pm-9pm
- Christmas Eve: 12/24; Open 5:30am-5:30pm
- Christmas Day: 12/25 Closed
- Day after Christmas: 12/26; Open 2pm-9pm
- New Year's Eve: 12/31; Open 5:30am-5:30pm
- New Year's Day: 1/1; Open 2pm-9pm



Now Hiring And Certifying!

Lifeguard training and certification course

Friday 11/19 6pm-8pm
Friday-Sunday 11/26-28 10am-7pm

Water Safety Instructor training and certification

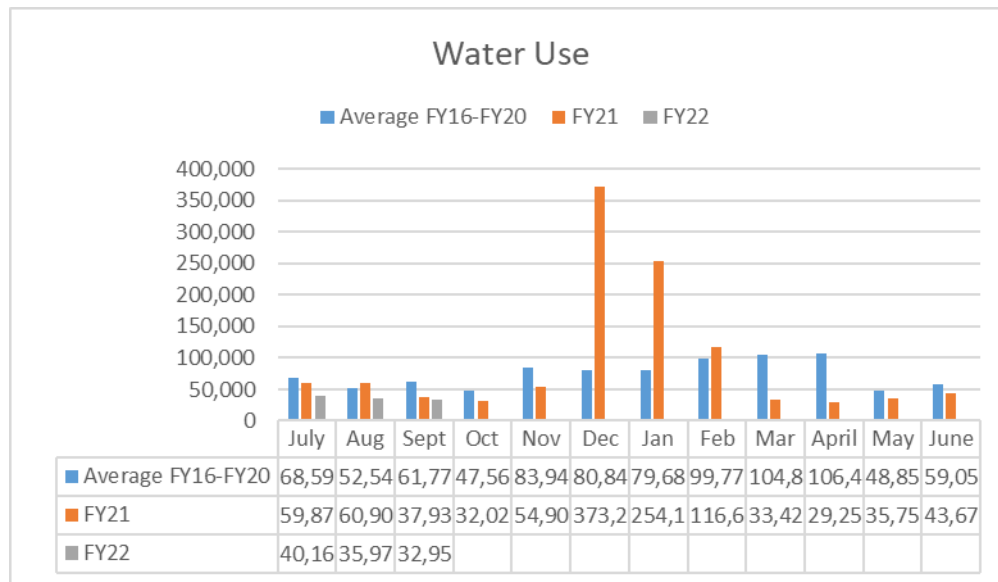
Sundays 10/24, 11/07, 11/14, 11/21 10am-6pm

For more information:
www.ykfitness.org

267 Akiachak Dr
Bethel, AK 99559

www.ykfitness.org
(907) 543-0390

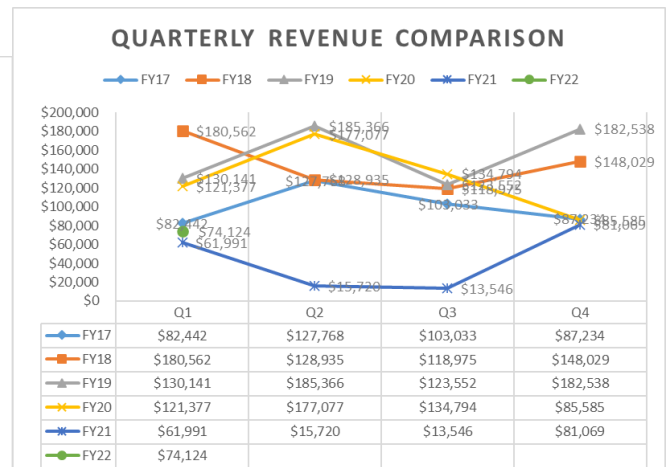
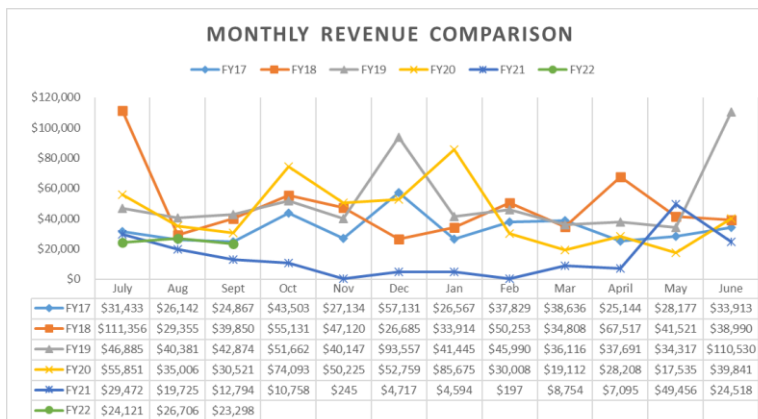
Water Use



*Note: Facility opened in November of 2014 (FY15). Starting during maintenance closure in Dec 2019/Jan 2020 hot water has been used to keep pipes from freezing resulting in higher-than-normal usage. Water was turned off in late March 2020 once outside temps were consistently above freezing temperatures. Problems again arose in Dec 2020 and water was used to assure there were no freeze ups of facility piping through early March 2021.

Revenue

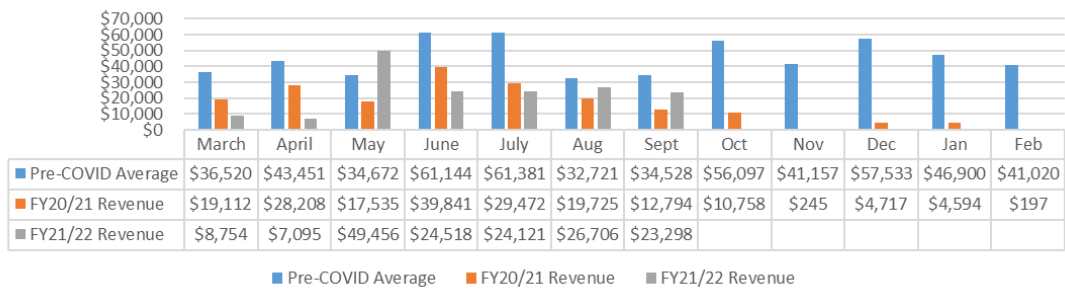
Code	Facility Revenue	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total	FY22 Budgeted	%attained
414	Memberships	\$10,595	\$15,569	\$6,168										\$32,332	\$260,000	12.44%
430	Pro Shop	\$2,397	\$1,555	\$1,303										\$5,255	\$40,000	13.14%
435	Concessions	\$1,574	\$1,288	\$1,307										\$4,168	\$60,000	6.95%
460	Entry Fees	\$7,650	\$1,706	\$12,323										\$21,679	\$100,000	21.68%
463	Facility Rental	\$630	\$5,672	\$1,692										\$7,994	\$25,500	31.35%
465	Program Fees	\$1,275	\$917	\$505										\$2,697	\$50,000	5.39%
Misc	(Grants, Donations, Etc.)													\$0	\$0	
	Facility Revenue Total	\$24,121	\$26,706	\$23,298	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$74,124	\$535,500	13.84%



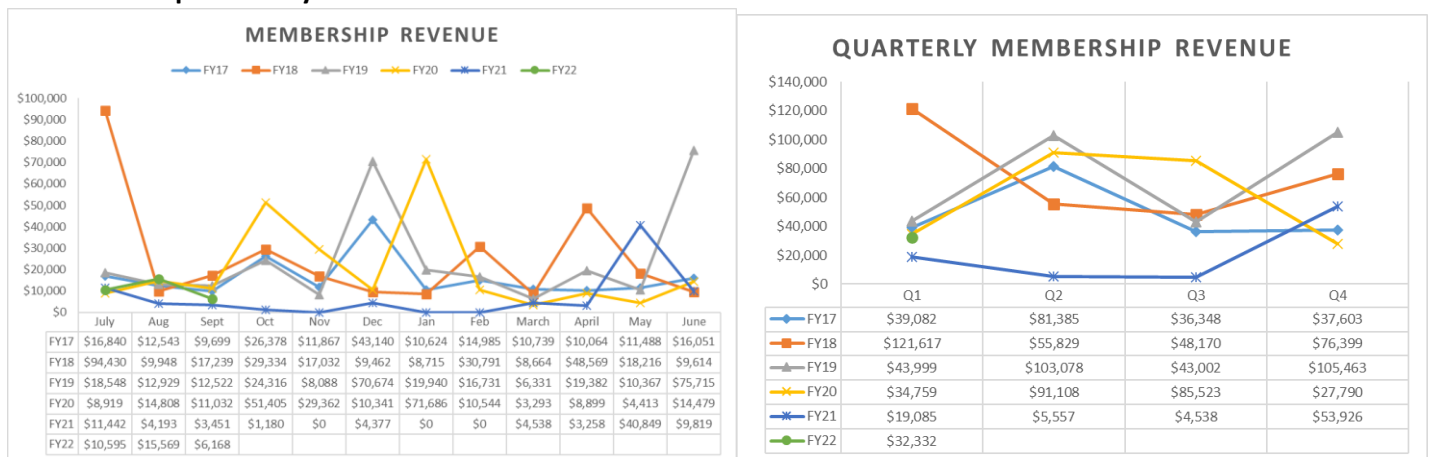
COVID-19 Comparisons	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Total
Pre-COVID Average	\$36,520	\$43,451	\$34,672	\$61,144	\$61,381	\$32,721	\$34,528	\$56,097	\$41,157	\$57,533	\$46,900	\$41,020	
FY20/21 Revenue	\$19,112	\$28,208	\$17,535	\$39,841	\$29,472	\$19,725	\$12,794	\$10,758	\$245	\$4,717	\$4,594	\$197	
FY21/22 Revenue	\$8,754	\$7,095	\$49,456	\$24,518	\$24,121	\$26,706	\$23,298						
COVID-19 Deficit	\$45,175	\$51,598	\$2,352	\$57,929	\$69,170	\$19,011	\$32,965	\$45,339	\$40,911	\$52,816	\$42,306	\$40,823	\$500,395

*June & July Averages are skewed approximately \$30,000 higher than the average month due to large payments typically received during one or the other month.

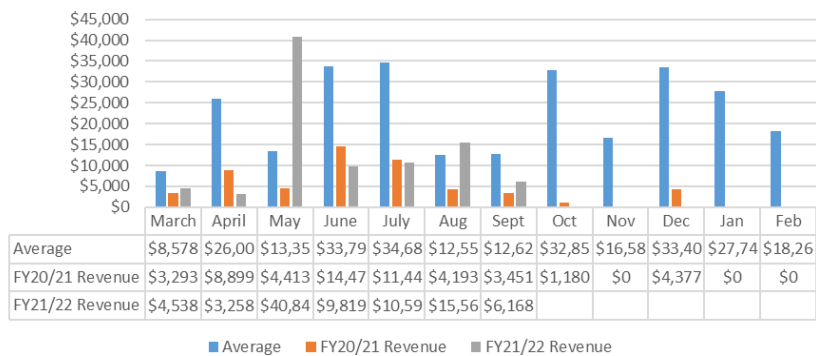
Revenue Comparison: Average FY17-FY19/20 over FY20/21 COVID-19
Actuals



Revenue Comparisons by line Item:

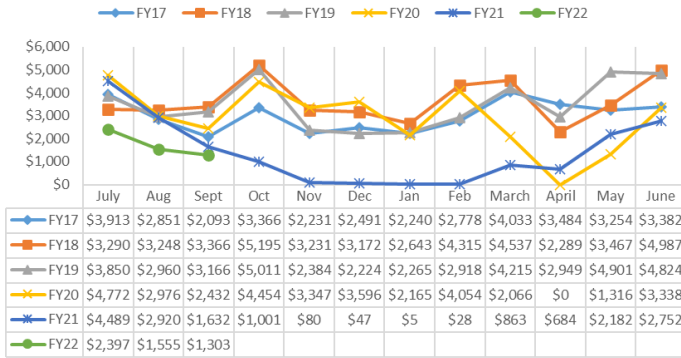


Membership Revenue Comparison: FY17-FY19/20 Average
over FY20/21 COVID Impacted Actuals

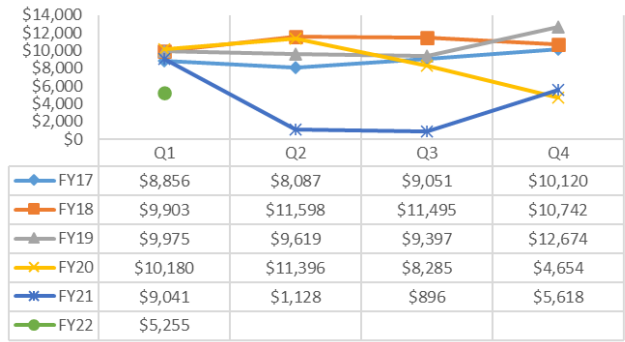


When the Fitness Center closed in fall 2020 all memberships were placed on hold to avoid members losing any purchased time. As members return to the facility their memberships are reactivated and their expiration dates extended. Memberships for individuals unable or uncomfortable with returning to the facility have remained on hold. As more individuals become comfortable with using the facility, we have continued to reactivate memberships. As those memberships begin to expire, we see membership revenues increasing. May 2021, we saw an administrative catchup of past due balances resulting in an abnormally high membership revenue total.

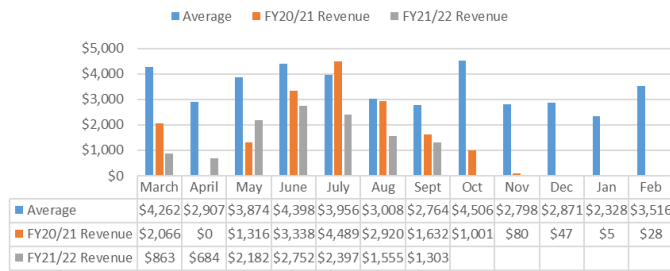
PRO SHOP REVENUE



QUARTERLY PRO SHOP REVENUE

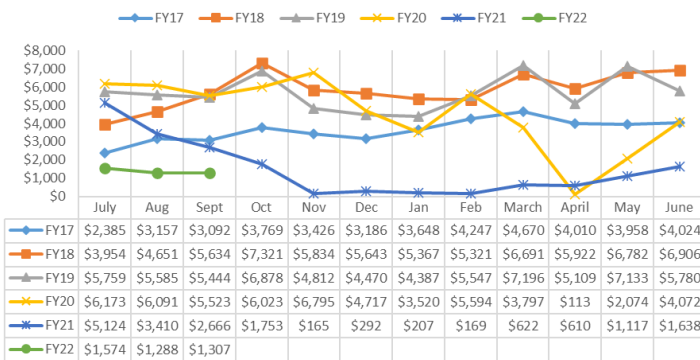


Proshop Revenue Comparison: FY17-FY19/20 Average over FY20/21 COVID Impacted Actuals

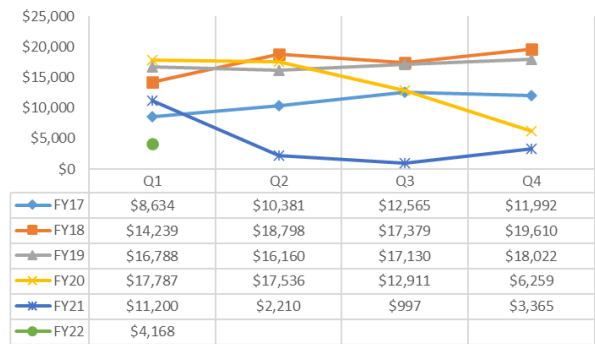


Proshop and Concessions revenues continue to remain low due primarily to ongoing facility restrictions, including masking restrictions limiting eating and restrictions on group sizes and time spent at the facility.

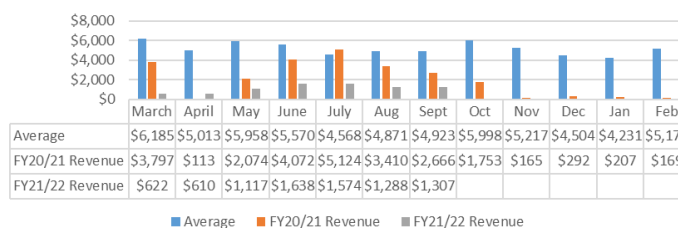
CONCESSIONS REVENUE



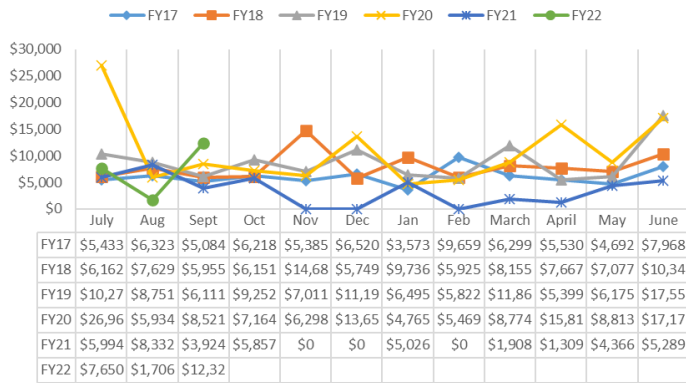
QUARTERLY CONCESSIONS REVENUE



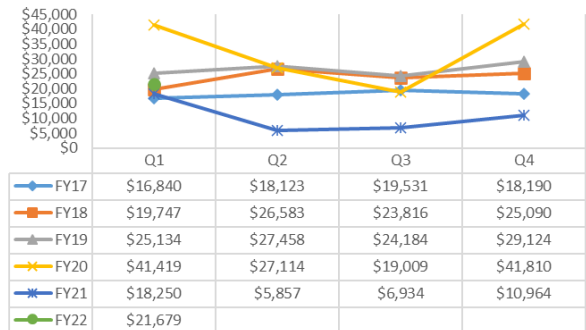
Concessions Revenue Comparison: FY17-FY19/20 Average over FY20/21 COVID Impacted Actuals



DAILY ENTRY FEES

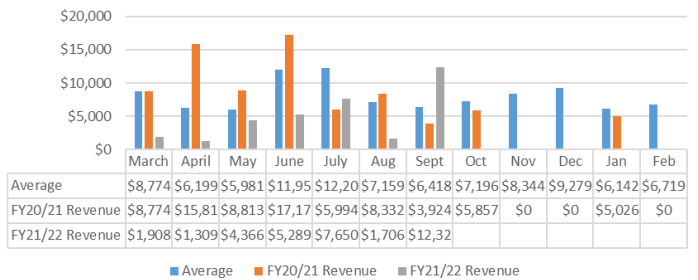


QUARTERLY ENTRY FEES REVENUE

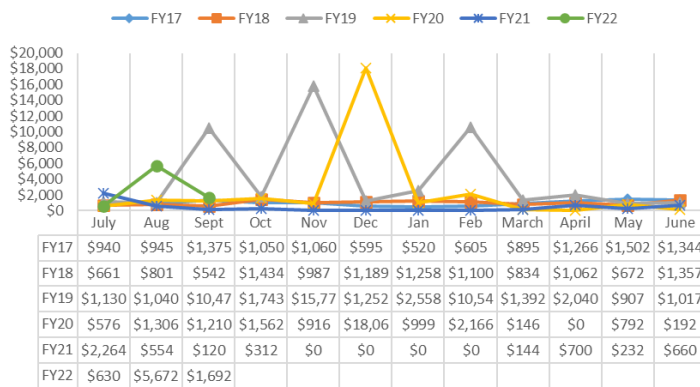


Daily entry fee revenue fluctuations do not directly reflect monthly entry numbers as fees paid under corporate agreements may be paid either in advance if use or after monthly billing.

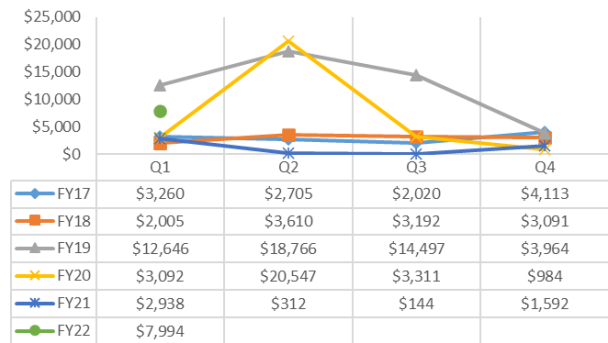
Entry Fees Revenue Comparison: FY17-FY19/20 Average over FY20/21 COVID Impacted Actuals



FACILITY RENTALS

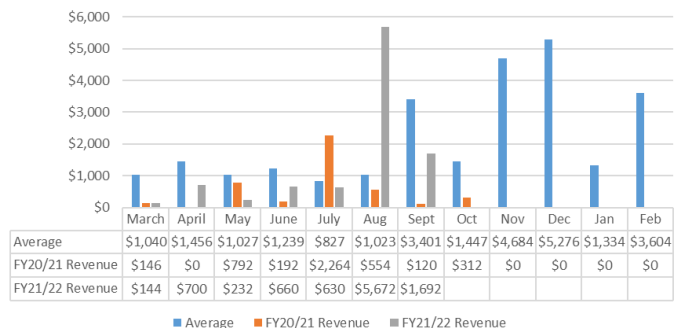


QUARTERLY RENTAL REVENUE

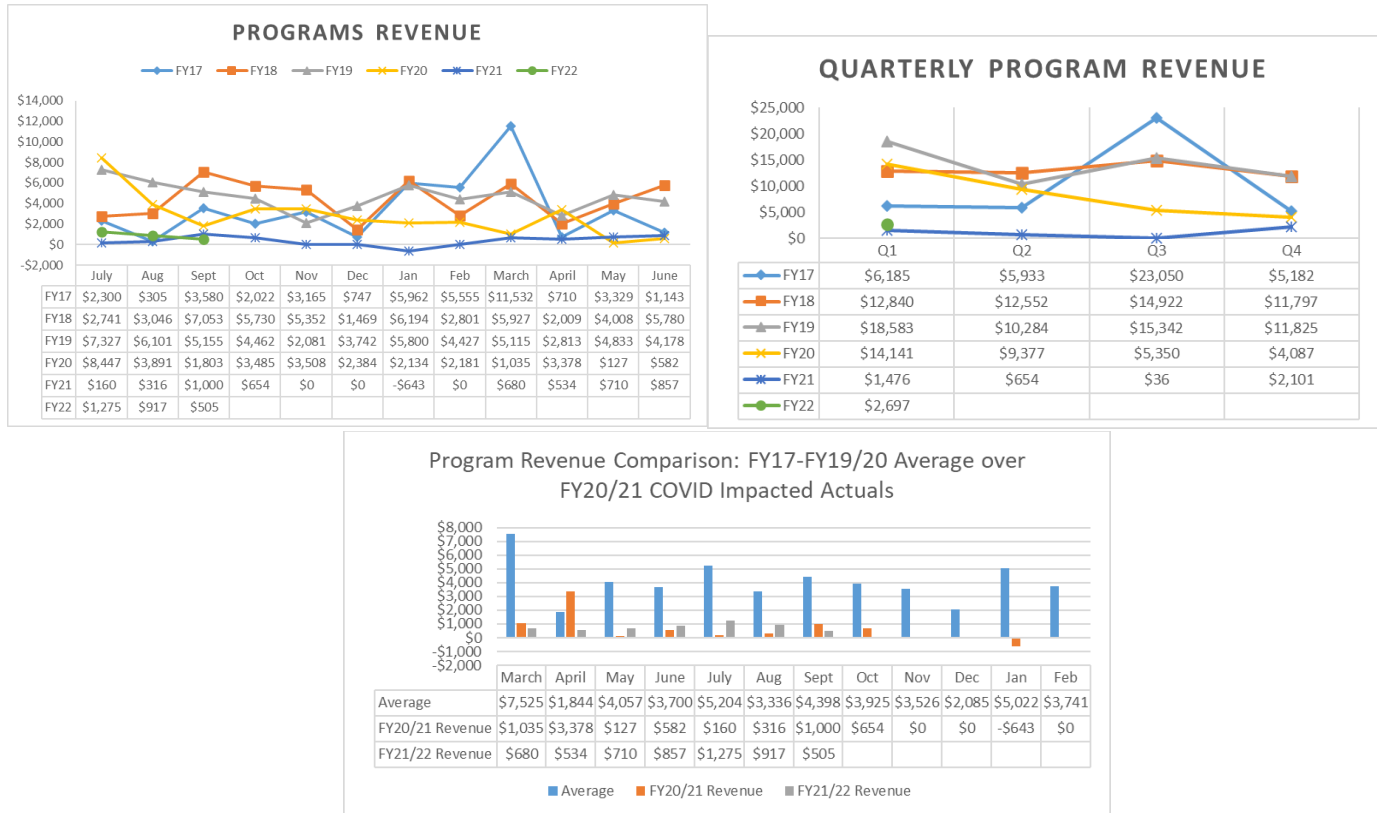


Facility rental fees for August includes receipt of fees for use of the pool for BRHS Swim Team practices through the 2021 swim season (end of October).

Facility Rental Revenue Comparison: FY17-FY19/20 Average over FY20/21 COVID Impacted Actuals



Due to ongoing COVID-19 concerns we have not yet been able to resume youth programming or group swim classes. Program revenue is currently limited to group fitness and private swim lessons.



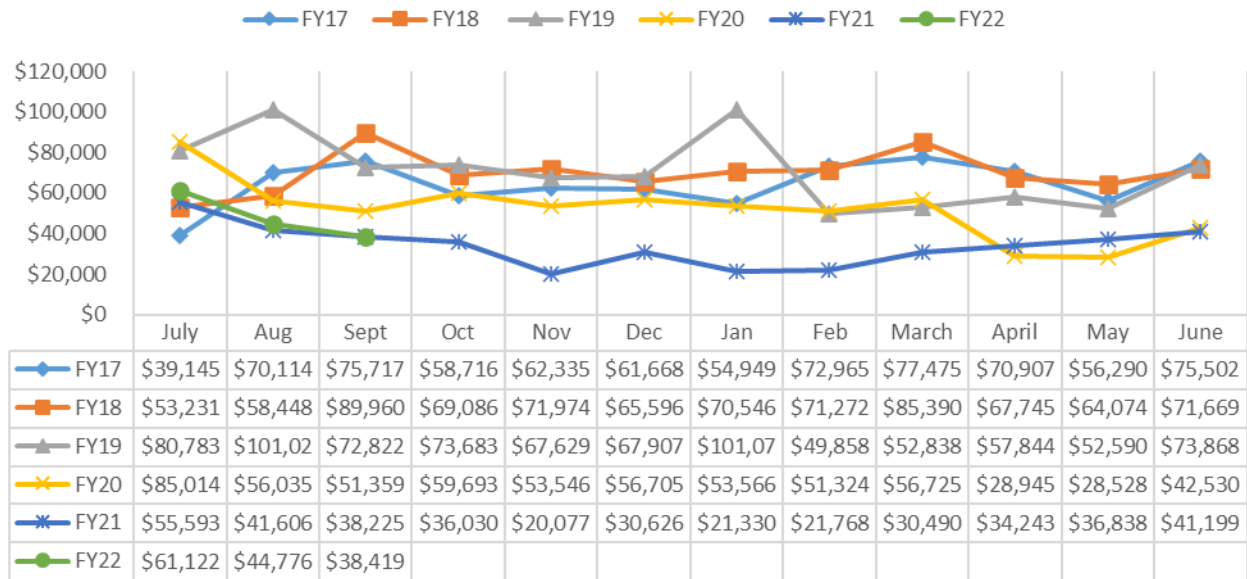
FY21 Expenses

	Expenses	Jul-21	Aug-21	Sep-21	Total	Budgeted	% used
	Wages & Benefits	\$51,354	\$31,937	\$29,545	\$112,837	\$696,442	16.20%
520	Housing	\$2,545	\$2,545	\$2,545	\$7,635	\$42,900	17.80%
545	Travel/Training	\$265	\$0	\$51	\$316	\$2,000	15.81%
561	Supplies	\$1,270	\$7,622	\$3,363	\$12,255	\$87,000	14.09%
580, 661, 663, 799	Building Maintenance	\$1,364	\$115	\$251	\$1,731	\$30,100	5.75%
668	Software Licenses	\$253	\$329	\$242	\$825	\$8,146	10.12%
669	General Expenses	\$4,071	\$2,227	\$2,421	\$8,719	\$35,581	24.51%
790	Allowance for Special Events	\$0	\$0	\$0	\$0	\$1,100	0.00%
799	Unforseen	\$0	\$0	\$0	\$0	\$2,500	0.00%
	Other/Non Budgeted	\$0	\$0	\$0	\$0	\$0	
	TOTAL	\$61,122	\$44,776	\$38,419	\$144,317	\$905,769	15.93%

* Due to our 2 week pay period structure there are 2 months out of each year in which 3 pay periods fall, skewing wages totals for those months.

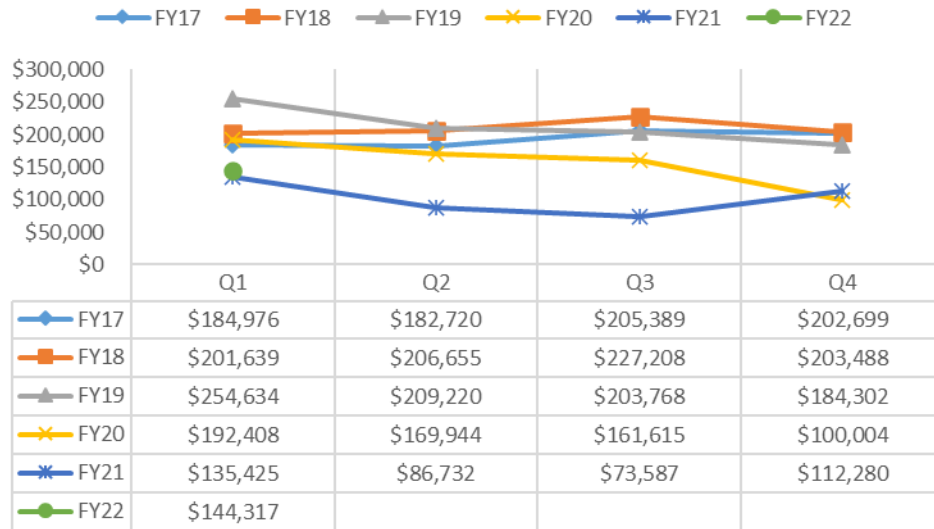
**Expense totals do not include purchases for the building that have been made by City of Bethel Property Maintenance or other direct city expenses.

COMPARISON OF MONTHLY EXPENSES



We have actively worked to keep expenses low through this time of reduced revenue due to CoVID-19 while still making seasonal purchases that are dependant on barge service and purchases for maintenance and cleaning projects.

QUARTERLY EXPENSE COMPARISON

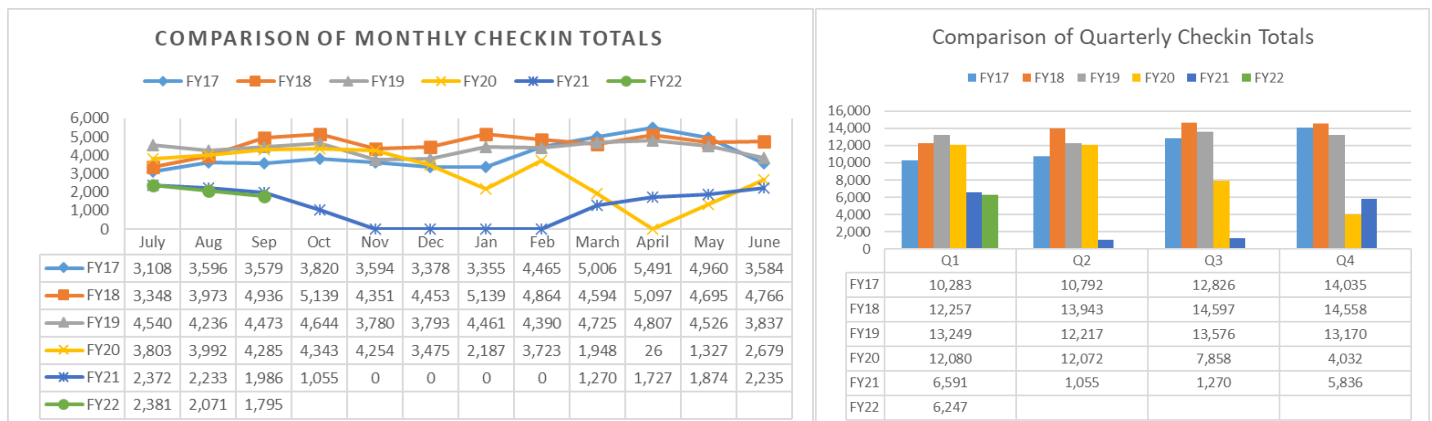


Facility Utilization

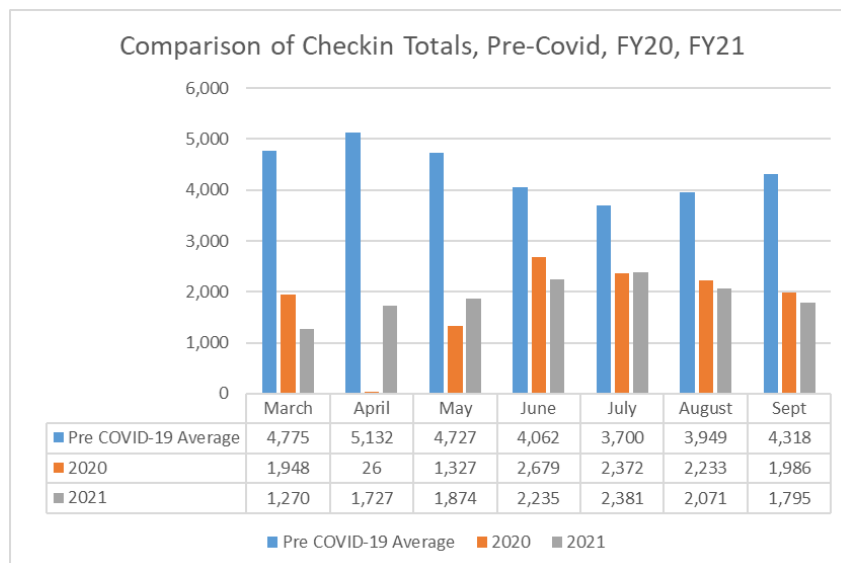
Facility Check-In: Facility Check-In numbers represent the total number of patrons who visited the facility and are based on a compilation of the number of members who checked-in, the number of daily passes sold and the number of participants in programs, activities, rentals, and special events. These numbers represent facility visits, not individuals as most individuals visit the facility multiple times over the course of the month.

Facility Check-In	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
Member Checkins	1,202	1,116	991										3,309
Daily Admissions	1,119	696	632										2,447
Rentals	0	199	109										308
Fitness Programming	40	45	52										137
Aquatics Programming	20	15	11										46
Youth Programs	0		0										0
Monthly Totals	2,381	2,071	1,795	0	0	0	0	0	0	0	0	0	6,247

Concerns about CoVID-19 began impacting facility utilization in February 2020 and into full facility closures March 18th - May 9th, 2020 and October 15th 2020 – April 30th, 2021.



From our reopening to vaccinated individuals on March 1st we had been seeing slow but steady increase in the average number of visits bringing us to approximately 64% of our normal average for July. The emergence of the Delta variant and increasing cases throughout the community has led to a decline in usage through August and September with September usage down to approximately 42% of our average pre-CoVID-19 usage.



City of Bethel, Alaska

City Clerk's Office

Council Meetings

November 2, 2021 Tentative Joint Meeting with ONC

November 9, 2021 Regular City Council Meeting

November 23, 2021 Regular City Council Meeting

- Hackney Remand Hearing appeal to the Board of Adjustment coordination with representing attorney and parties on dates/process for hearing.
- Continue to work with ONC on the date for Joint meeting and agenda topics.
- City Council transition, updates to website, committee/commission contact distribution.
- Close out of Election, organizing document or storage/retention, mailing to state ect.
- Coordination of transition from ONC Multipurpose Building to City Hall for public Meetings.
- Arranging travel and registration for members attending the AML Conference in Anchorage and attending Newly Elected Officials training online.
- Working on the Kids Vote Program schedule with Dominion Voting and LKSD.
- Assisted a family with the organizing of a burial.
- Processed two passports.
- Drafting an ordinance modifying people to be heard/public comment standards for public meetings.
- Drafted an amendment to the ordinance clarifying the designation of funds to the YK Fitness Center.
- Drafted resolution on in person meeting standards.
- Coordination of the committee/commission volunteer renewal process for the 13 terms ending December 31, 2021.

Committee/Commission/Board Vacancies –

	Regular Member	Alternate Member
Community Parks and Recreation Committee	1	2
Planning Commission	full	Full
Port Commission	full	1
Public Safety and Transportation Commission	full	2
Community Action Grant Technical Review Board	full	2
Public Works Committee	1	2
Finance Committee	full	full
Ethics Board	full	full

Clerk's Office (C.O.) Committee & Commission Document Tracking, Regular Meetings 2021

Note: Paper Signed Minutes On Hold	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Pub. Safety and Transportation 1st Wed.												
Agenda signed (email to C.O.)	X		X	X								
Agenda and Packet (website)	X	X	X	X	X	X	X	X	X	X		
Draft Minutes (email to C.O.)	X	X	X	X								
Signed Minutes (website)												
Signed Minutes (original to C.O.)	X											
Planning 2nd Thurs.												
Agenda signed (email to C.O.)	X	X	X	X	X	X	X	X	X			
Agenda and Packet (website)	X	X	X	X	X	X	X	X	X	X		
Draft Minutes (email to C.O.)	X	X	X					X	X			
Signed Minutes (website)	X	X	X	X	X							
Signed Minutes (original to C.O.)	X	X	X									
Port 3rd Mon.												
Agenda signed (email to C.O.)		X	X	X	X	X		X				
Agenda and Packet (website)		X	X	X	X	X		X	X	X		
Draft Minutes (email to C.O.)		X	X	X	X	X						
Signed Minutes (website)		X	X	X	X							
Signed Minutes (original to C.O.)												
Community Action Grant Quarterly												
Agenda signed (email to C.O.)		March	X	X	June	X	X	Sept.				
Agenda and Packet (website)			X	X		X	X					
Draft Minutes (email to C.O.)			X	X		X	X					
Signed Minutes (website)			X	X		X	X					
Signed Minutes (original to C.O.)			X	X								
Community Parks and Recreation 2nd Mon.												
Agenda signed (email to C.O.)	X	X	X	X	X	X	X	X	X	X		
Agenda and Packet (website)	X	X	X	X	X	X	X	X	X	X		
Draft Minutes (email to C.O.)			X	X		X		X	X	X		
Signed Minutes (website)	X	X	X	X	X	X	X	X	X			
Signed Minutes (original to C.O.)	X	X	X	X	X	X	X	X	X			
Public Works 3rd Wed.												
Agenda signed (email to C.O.)	X		X	X			X		X	X		
Agenda and Packet (website)	X	X	X	X	X	X	X	X	X	X		
Draft Minutes (email to C.O.)				X	X	X	X		X			
Signed Minutes (website)	X	X	X	X	X	X	X	X				
Signed Minutes (original to C.O.)	X	X	X	X	X	X	X	X				
Finance 4th Mon.												
Agenda signed (email to C.O.)	X	X	X	X					X	X		
Agenda and Packet (website)	X	X	X	X	X	X	X	X	X	X		
Draft Minutes (email to C.O.)	X	X	X	X		X	X	X				
Signed Minutes (website)	X	X	X	X	X	X	X					
Signed Minutes (original to C.O.)			X	X	X							

Community Parks and Recreation Committee 2021 Attendance

Regular Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.
Brian Lefferts	P	P	P	P	P	P	no quorum	P	no quorum	P	
Judy Wasierski	P	P	E	P	P	P	no quorum	P	no quorum	P	
Kathy Hanson	P	P	P	P	P	E	no quorum	P	no quorum	P	
Beverly Hoffman	P	P	P	P	E	P	no quorum	P	no quorum	E	
Garrett Hussion	P	E	P	E	P	P	no quorum	E	no quorum	P	
Michelle DeWitt	P	P	P	P	P	P	no quorum	E	no quorum	P	

Special Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.
Brian Lefferts		P									
Judy Wasierski		P									
Kathy Hanson		E									
Beverly Hoffman		P									
Garrett Hussion		P									
Michelle DeWitt		P									

Vacancy shall be declared by the body when a member:

Fails to attend 3 regular meetings without being excused by the body
 Fails to attend 3 special meetings without being excused by the body
 Fails to attend 65% of regular meetings

P=Present
E=Excused
U=Unexcused

Chair determines excused/unexcused during roll call. If a member disagrees with the chair, a motion to overrule the decision of the chair can be made.

Fails to attend 65% of special meetings.



Chair can be made.

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Committee Name 2021 Attendance

Regular Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
John Hamilton*	UA	P	P	P	UA	UA	UA	UA	UA			
Brian Henry	UA	UA	UA	UA	UA	UA	UA	UA	UA			
Mary Beth Hessler	UA	P	P	P	P	P	P	P	P			
Conrad McCormick	P	P	P	P	P	P	P	P	P			
Robert Rey	UA	P	UA	UA	UA	P	UA	UA	P			
Farah Sears	UA	P	UA	P	P	P	P	UA	UA			
David Trantham, Jr.	P	P	P	P	P	P	P	UA	UA			
Marybeth Whalen	UA	P	P	UA	P	UA	P	P	UA			
Carol Ann Willard	P	P	P	UA	P	P	P	P	UA			
Deputy Finance Director	P	P	P	P	P	P	P	P	P			
Recorder	P	P	P	P	P	P	P	P	P			

Special Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.

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Fails to attend 3 regular meetings without being excused by the body

Fails to attend 3 special meetings without being excused by the body

P=Present

E=Excused

Chair determines excused/unexcused during roll call. If a member disagrees with the the chair, a motion to overrule the decision of

Fails to attend 65% of regular meetings
Fails to attend 65% of special meetings.

U=Unexcused

Chair, a motion to override the decision of
the chair can be made.

* Alternate Member

Committee Name 2021 Attendance

Regular Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Kathy Hanson, Chair	no mtg	P	P	P	P	P	P	no mtg	E	P		
Lorin Bradbury, Co-Chair	no mtg	P	E	E	P	P	P	no mtg	P	P		
John Guinn	no mtg	U	P	P	P	P	P	no mtg	P	P		
Alex Wasierski	no mtg	P	P	P	P	P	P	no mtg	P	P		
Shadi Rabi	no mtg	P	P	P	P	P	P	no mtg	P	P		
Stanley Hoffman Jr.	no mtg	P	P	P	P	E	P	no mtg	E	P		
Haley Hanson, Council Rep	no mtg	P	P	U	P	P	P	no mtg	E	-		
Brian Henry, Alternate	no mtg	-	U	U	T@715PM	U	U	-	-	-	-	-
Jessica Schroeder	no mtg	-	-	-	-	-	P	no mtg	P	E		

Special Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Kathy Hanson, Chair	P											
Lorin Bradbury, Co-Chair	P											
John Guinn	P											
Alex Wasierski	P											
Shadi Rabi	P											
Stanley Hoffman Jr.	P											
Haley Hanson, Council Rep	P											
Brian Henry, Alternate	-											
Jessica Schroeder, Alternate	-											

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Fails to attend 3 regular meetings without being excused by the body
 Fails to attend 3 special meetings without being excused by the body
 Fails to attend 65% of regular meetings

P=Present
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U=Unexcused

Chair determines excused/unexcused during roll call. If a member disagrees with the the chair, a motion to overrule the decision of the chair can be made.

Fails to attend 65% of special meetings.

T= Tardy

the chair can be made.

xx: not yet appoint to commission

Public Works Committee 2021 Attendance

Regular Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.
Gary Decossas	no quorum	E	E	E	no quorum	no quorum	resign				
Alyssa Leary	no quorum	P	P	P	no quorum	no quorum	P	P	P		
Ryan Butte	no quorum	P	P	P	no quorum	no quorum	P	P	U		
Juan Delgado	no quorum	P	P	P	no quorum	no quorum	U	U	P		
Ryan Jeffries	no quorum	P	P	P	no quorum	no quorum	resign				
John Jordan II							P	E	P		
Fritz Charles							E	P	P		
Ron Reardon							P	P	resign		

Special Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.

Vacancy shall be declared by the body when a member:

- Fails to attend 3 regular meetings without being excused by the body
- Fails to attend 3 special meetings without being excused by the body
- Fails to attend 65% of regular meetings

P=Present
E=Excused
U=Unexcused

Chair determines excused/unexcused roll call. If a member disagrees with chair, a motion to overrule the decision of the chair can be made.

Fails to attend 65% of special meetings.

The Chair can be made.

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Committee Name 2021 Attendance

Regular and Special Meetings

	Q1			Q2		Q3		Q4		P		
Member Name	3-Mar	10-Mar	18-Mar	2-Jun	9-Jun	2-Sep	8-Sep	18-Nov	30-Nov	Total		
S. Grady Deaton	E	P	P	P	P	P	P			6		
Leif Albertson	P	P	P	P	P	P	P			7		
Jenni Dobson	P	P	P	P	P	P	P			7		
Louise Russell	P	P	P	U	P	U	E			4		
Lucinda Alexie	P	E	E	P	P	P	P			5		
Perry Barr	E	E	E	P	P	U	U			2		
John Sargent, Recorder/Ex-Offico	P	P	P	P	P	P	P			7		

Special Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.

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 Fails to attend 3 special meetings without being excused by the body
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