



CITY OF BETHEL

COMMUNITY ACTION GRANT COMMITTEE

WEDNESDAY, MARCH 8, 2023, 7:00 PM

LOCATION: 300 CHIEF EDDIE HOFFMAN HIGHWAY, BETHEL, ALASKA

ZOOM MEETING LINK: <https://us06web.zoom.us/j/84118770658?pwd=D1JACER1AUXSU2C4AWDJTWZ5WLGRQT09>

MEETING ID: 841 1877 0658

PASSCODE: 729308

ZOOM MEETING PHONE NUMBERS:

888 475 4499 US TOLL-FREE 833 548 0276 US TOLL-FREE

833 548 0282 US TOLL-FREE 877 853 5257 US TOLL-FREE

MEMBERS

Louise Russell, Chair
Leif Albertson, Vice-Chair
Miranda Robb

Lucinda Alexie
Nikki Pollock
Henry Batchelor, Council Rep.

STAFF

John Sargent, Ex Officio Member
CAG@cityofbethel.net
907-543-1386

I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

- A. Please submit written public comments to cag@cityofbethel.net by 4:00 p.m. the day of the meeting

IV. APPROVAL OF AGENDA

V. APPROVE MINUTES

- A. November 23, 2022 CAG Committee Meeting Minutes

VI. UNFINISHED BUSINESS

- A. Review amount of CAG funding available.
- B. Review, discuss, and score applications and responses received (may include questions to applicants in attendance).
- C. Review/revise CAG Program applications, forms, & processes.
- D. Update on previous award recipients, projects funded, final reports, CAG award agreements, and other follow-up issues.

VII. EX OFFICIO REPORT

- A. Ex Officio Report for March 8, 2023

VIII. MEMBER COMMENTS

IX. ADJOURNMENT

Posted 03/02/2023 at City Hall, AC Co., Swanson's, and the Post Office.

Name, Ex-Officio Staff

City of Bethel Community Action Grant Meeting Minutes

November 23, 2022

Regular Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

MEETING CALLED TO ORDER AT 7:03 pm.

II. ROLL CALL

BOARD MEMBERS PRESENT:

Leif Albertson, Vice Chair

Henry Batchelor, Council Rep.

Jennifer Dobson

Miranda Robb (joined mtg. late)

Lucinda Alexie

BOARD MEMBERS ABSENT:

Louise Russell Leif Albertson

Nikki Pollock

ALSO IN ATTENDANCE:

John Sargent, Recorder & Ex Officio

III. PEOPLE TO BE HEARD

Jeslyn – Spoke in favor of Bethel Friends of Canines' application.

Eileen Arnold – Spoke in favor of Teens Acting Against Violence (TAAV) group and their application for funding. She asked CAG Committee to ask City Council for more money for CAG grants. She said that the Winer House application should be the priority this time.

Kailee-A teenager from TAAV spoke about the program and her involvement.

Taylor Dementieff-A teenager from TAAV spoke about TAAV and his involvement in the program and importance of their request for funding.

IV. APPROVAL OF AGENDA

MOVED:	H. Batchelor	Approval of Agenda.
SECONDED:	J. Dobson	
VOTE ON MAIN MOTION	4-0 Motion Passes	

V. APPROVAL OF MINUTES

MOVED:	H. Batchelor	Approve November 17, 2022 Meeting Minutes.
SECONDED:	L. Alexie	
VOTE ON MAIN MOTION	4-0 Motion Passes	

City of Bethel Community Action Grant Meeting Minutes

November 23, 2022

Regular Meeting 7 p.m.

Bethel, Alaska

VI. UNFINISHED BUSINESS

MOVED:	L. Alexie	Move into Committee as a Whole at 7:21 pm.
SECONDED:	H. Batchelor	
VOTE ON MAIN MOTION	4-0 Motion Passes	

A. Review amount of CAG funding available.

Leif reviewed the memorandum included in the packet with the amount of \$35,137.20 remaining in CAG funds for distribution. He expressed his dissatisfaction in the way the City Administration and Finance Department have not been handling the money and making regular deposits to the CAG interest-bearing account.

The CAG Committee accepted the fact that \$35,137.20 was available to award CAG applicants.

B. Review and score applications and responses received (may include questions to applicants in attendance).

Applications were reviewed in the order appearing in the CAG Committee meeting packet. Applicants present were given a chance to address their application and answer questions asked by committee members.

A list of questions were devised for each applicant to respond to before the next committee meeting.

Miranda Robb joined meeting.

MOVED:	H. Batchelor	All CAG award amounts discussed during committee as whole be approved and John Sargent prepare Action Memorandum for City Council that will allow council to approve our recommendation.
SECONDED:	J. Dobson	
AMENDMENT #1	L. Alexie H. Batchelor	Round CAG award amounts up to nearest \$100.
VOTE ON AMENDMENT #1	5-0 Motion Passes	
VOTE ON MAIN MOTION	5-0 Motion Passes	

City of Bethel Community Action Grant Meeting Minutes

November 23, 2022

Regular Meeting 7 p.m.

Bethel, Alaska

C. Review/revise applications, forms, & processes.

J. Sargent brought up the proposed 2023 CAG Calendar and recommended the committee approve it because it should be posted on the City's website to help people plan and execute CAG applications.

MOVED:	L. Alexie	Approve new calendar with Quarter 4 period being October 11, 2023 to November 13, 2023.
SECONDED:	H. Batchelor	
VOTE ON MAIN MOTION	5-0 Motion Passes	

D. Update on previous award recipients, projects funded, final reports, and other follow-up issues.

J. Sargent spoke about his effort to get information every quarter for the CAG Committee meeting.

VII. EX OFFICIO REPORT

J. Sargent verbally summarized his Ex Officio report.

VIII. BOARD MEMBER COMMENTS

L. Alexie: Thanks again for everyone's participation in the meeting. It would be nice to know every meeting exactly how much we have to give.

J. Dobson: Thanks everyone. I hope we can get actual numbers from the Finance Department in the future. We see more applicants each quarter.

H. Batchelor: Thank you to all the organizations who applied for giving us revised numbers. It is nice to have good accounting.

M. Robb: Thank you. We had a lot of applications this time. That is a good thing. I'm happy for all of the applications. Thank you for your time.

L. Albertson: We asked for applications and we got them. Thank you all for your time. We can all talk with council about providing more money. The CAG funds are supposed to be in a separate interest-bearing account. I was surprised that CAG is a significant source of funding for Winter House. CAG funds are not sustainable. There are better funding mechanisms than CAG. Thank you for your time.

IX. ADJOURNMENT

MOVED:	L. Alexie	Adjourn the meeting.
SECONDED:	H. Batchelor	
VOTE ON MAIN MOTION	5-0 All in favor	

Meeting Adjourned at 10:20 pm.

City of Bethel Community Action Grant Meeting Minutes

November 23, 2022

Regular Meeting 7 p.m.

Bethel, Alaska

APPROVED THIS _____ day of _____ 2023.

Respectfully Submitted:

Louise Russell, Chair

ATTEST: _____
John Sargent, Recorder



City of Bethel
P.O. Box 1388, Bethel, AK 99559
907-543-1386
Website: www.cityofbethel.org

Memorandum

To: Community Action Grant Committee

From: John Sargent, Grant Manager

Subject: Funding Available for CAG Awards-Update

Date: February 16, 2023

This memorandum picks up from the last memorandum on funding available provided for the November 23, 2022 CAG Committee meeting. Currently, the Deputy Finance Director is on vacation and therefore not available to provide an update of funds collected by the date of this memorandum.

Amount available at beginning of FY 2023	\$143,632.70	Includes \$100,000 budget
Awarded in FY 2022 (June) that was paid in FY 2023	- \$28,500.00	Used FY 2023 CAG budget
Awarded in FY 2023 (Sep)	- <u>\$85,430.00</u>	
	\$29,702.70	
Unspent CAG Award to ONC	<u>\$5,434.50</u>	
Total amount for distribution provided ONC returns \$	\$35,137.20	
Amount of CAG awards made last quarter (Y5Q4):	- <u>27,500.00</u>	
Total amount for distribution in Y6Q1:	\$7,637.20	

Report Criteria:

Actual Amounts
 Accounts With Balances Or Activity
 Summarize Payroll Detail
 Print Period Totals
 Print Grand Totals
 Print Bold Totals
 Include Funds: 100
 Page and Total by Fund
 Include Accounts: None
 Include Sources: None
 Include Revenues: None
 Include Departments: 72
 Include Objects: 6430
 All Segments Tested for Total Breaks

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Community Action Grant			07/01/2022 (00/22) Balance	100-72-6430			.00
07/12/2022	AP	360	BETHEL LIONS CLUB		13,500.00		
07/12/2022	AP	363	Bethel Evangelical Covenant Church		15,000.00		
			07/31/2022 (07/22) Period Totals and Balance		28,500.00 *	.00 *	28,500.00
09/28/2022	CR	2000040	Grant Funding Returned - Brian Lefferts			2,173.06-	
			09/30/2022 (09/22) Period Totals and Balance		.00 *	2,173.06- *	26,326.94
10/11/2022	AP	222	Bethel Winter House		20,930.00		
10/11/2022	AP	234	Delta Recreation, Inc.		20,900.00		
10/11/2022	AP	325	Southwest Alaska Arts Group		23,600.00		
10/11/2022	AP	555	BETHEL COMMUNITY SERVICES FOUNDATI		20,000.00		
			10/31/2022 (10/22) Period Totals and Balance		85,430.00 *	.00 *	111,756.94
12/13/2022	AP	213	BETHEL COMMUNITY SERVICES FOUNDATI		5,000.00		
12/13/2022	AP	220	ONC		2,400.00		
12/13/2022	AP	221	TUNDRA WOMENS COALITION		5,000.00		
12/13/2022	AP	311	Bethel Winter House		15,100.00		
			12/31/2022 (12/22) Period Totals and Balance		27,500.00 *	.00 *	139,256.94
			02/28/2023 (02/23) Period Totals and Balance		.00 *	.00 *	139,256.94
YTD Encumbrance	.00	YTD Actual	139,256.94 Total	139,256.94	YTD Budget	100,000.00 Unexpended	(39,256.94)

Number of Transactions: 11 Number of Accounts: 1

Debit

Credit

Proof

Total GENERAL FUND:

141,430.00

2,173.06-

139,256.94

Number of Transactions: 11 Number of Accounts: 1

Grand Totals:

Debit

Credit

Proof

141,430.00

2,173.06-

139,256.94

CITY OF BETHEL COMMUNITY ACTION GRANT Application

COVER PAGE

Applicant Information

Applicant Name: Martin Smith

Business License #s (if applicable): N/A

Applicant Address: 1006 Ron Edwards Memorial Way

Contact Person: Martin Smith Email Address: marty_smith@lksd.org

Daytime Phone: 907-543-3757 Cell Phone: 907-545-2533

Grant Request Information

Grant Amount Requested:	\$	3820.00
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Will you accept less funding than the amount you requested? If so, tell us what a reduction would look like for your planned program. Yes we would accept less funding. We will accept anything the Bethel Community Action Grant Committee is willing to fund and use other means to make up the difference.

Program/Project Title and Summary:

Bethel Regional High School wrestling scales/cases replacement

The scales BRHS uses for wrestling season are about 15 years old and well beyond their service life. This application is to replace the three scales and their cases with new models. Second to scales is the replacement of mat tape inventory.

Date When Funds Are Needed: May 1, 2023

Project Beginning and End Date: December 30, 2023

Submission for: ☒ Quarter 1 ☐ Quarter 2 ☐ Quarter 3 ☐ Quarter 4

I affirm that if my organization, group, or self is granted funding, I (we) will be required to adhere to City guidelines related to the use of those funds, and will be required to provide timely reporting on the use of the granted funds. I affirm that grant funds will be used for the intended purposes outlined for this program.

Signature:  Date: Jan. 31, 2023

Authorized Officer/Applicant

Bethel Regional High School
Wrestling Program

To: City of Bethel
Bethel Community Action Grant
Quarter 1-2023

Application Question Responses:

1. Substantiating Community Need:

Bethel Regional High School (BRHS) currently hosts a wrestling season in the fall time beginning in late September and continuing through mid- December. BRHS also assists with the spring wrestling season in conjunction with Bethel Freestyle Wrestling's USA Wrestling program. The fall school program typically services between 60-80 high school and junior high students in grades 7-12. In the spring, BRHS aids Bethel Freestyle Wrestling Club (BFWC) with practice mats for wrestlers ages 4 and up serving approximately 160-170 wrestlers. BRHS also assists the wrestling club by providing scales for "Satellite weigh-ins" when the BFWC is sending wrestlers to competitions in the months of March and April. BRHS' program teaches core values such as hard work, dedication to self-improvement, living a healthy lifestyle, making healthy choices, and also provide kids a place to become a part of "the wrestling family." Parent involvement is encouraged by each program through program support, volunteerism, and assisting with coaching.

2. Project/Activity Goals or Objectives:

The goal of BRHS Wrestling is to provide young wrestlers the opportunity to grow in skill, participate in a healthy activity, learn the meaning of hard work and dedication to self-improvement, and develop friendly relationships that can last a lifetime. Many wrestlers from BRHS go on to wrestle at the collegiate level allowing them to pursue their career of choice through scholarship as they study. Currently, Bethel Regional High School has two former students-athletes participating at the collegiate level. Measurement of success on a tangible scale is nearly impossible to determine since BRHS wrestling has no direct ties to graduation rates, local and state scholarships, or career development. However, if you consider the size of the program, the lack of drop out from the program I believe success is evident-when considering the number of wrestlers that have chosen to continue at the collegiate level one can see the success. If you consider that BRHS wrestling has more state titles and more individual state titles, as well as more four-time repeat champions than any other school in the state you have an idea of the success of the BRHS program.

3. Coordination and Collaboration:

BRHS wrestling is currently collaborating with multiple other programs and schools in the City of Bethel. This includes Gladys Jung Elementary, Bethel Regional Junior High, Ayaprun Elitnavit, and Bethel Freestyle Wrestling Club. In addition, BRHS allows the

use of equipment for tournaments, such as clocks, with surrounding programs as they attempt to host their own wrestling tournaments. As described, wrestling practices and competitions provide a possible year-round opportunity for student-athletes in Bethel with collaborating efforts between all wrestling entities within Bethel. Our efforts are only hampered by our opportunity to purchase equipment and supplies for each of our programs. Often times we will share resources when one of the other programs is unable to purchase or runs short and needs additional supplies, such as mat tape, athletic tape, scoreboards, and even wrestling mats.

4. Implementation Plan:

Bethel Regional High School Wrestling program is an existing activity with a school sponsored season running typically from late September to early December. We do a majority of our travel and purchasing through fund raised activities by our wrestlers such as the “push-up-a-thon”, working concessions at BRHS, and serving meals to visiting teams. Through the City of Bethel Community Action Grant funds we will purchase three scales and cases to replace three we currently have. Justification for the purchase is such that the scales we currently have are approximately 12 years old, are beginning to give false readings even after being serviced, “certified” each year. The cases for the scales no longer close and latch which causes us to need to use mat tape to seal them when traveling (every team takes a scale while traveling to “check weights”). We will continue to use the student fund raised monies to provide travel opportunity to the athletes themselves creating better buy-in to the program. The wrestling mat hoist we want to purchase is a one-time purchase item to store and protect our wrestling mat. The wrestling mat should be considered as a one-time purchase with a life span of approximately ten to fifteen years.

5. Demonstrated Experience and Financial Information:

The coaches at Bethel Region High School have collegiate level and multiple years of experience in wrestling and working with children. They must pass a background check via USA Wrestling and Bethel Freestyle Wrestling Club’s program every two years. It is also required that they take similar coaching courses offered through ASAA. The budget for the scales and cases BRHS will purchase with the Community Action Grant is attached in an Excel spreadsheet.

6. Reporting Back:

With the school wrestling season running from late September to early December a report of the program success can be filed in January of 2024. However, the scales will need to be available for use and certification before the season begins in September.

Key Program Staff:

Darren Lieb-Head Boys Coach

Mr. Lieb grew up in Bethel and pursued a career in education. He currently serves as the BRHS boys wrestling head coach, athletic director, and teaches classes at BRHS. Mr. Lieb has been the coach of BRHS wrestling for over 20 years bringing home multiple state team titles, more individual state champions than any other program in the state, and has been inducted into the Alaska Sports Hall of Fame for his efforts.

Martin Smith-Head Girls Coach

Mr. Smith has lived in Bethel for 14 years and has coached wrestling for twelve of those years at all levels with the majority of that time serving as a coach at Gladys Jung Elementary. Prior to and while coaching, he served as a wrestling official for over 25 years. Mr. Smith has applied for, received, managed, and exited multiple community action grants at an overall value of approximately \$50,000 for the Gladys Jung wrestling program.

BRHS Wrestling FY23 Quarter 1 Community Action Grant Request

		Suplay.com		
Quantity:		Description:	Unit Cost:	Total Cost:
3	each	Befour Ps66 Top Selling Scale 16x18in	\$729.99	\$2,189.97
3	each	Hard Case for Befour Scale #tfps66	\$299.99	\$899.97
1	Case	Mat Tape, One Shot Plus 3inX84' (12 Rolls)	\$90.00	\$90.00
			Subtotal:	\$3,179.94
			Shipping:	\$640.00
			Grand Total	\$3,819.94

CITY OF BETHEL
COMMUNITY ACTION GRANT
Application

COVER PAGE

Applicant Information

Applicant Name: SouthWest Alaska Arts Group

Business License #s (if applicable): 1047187

Applicant Address: P.O. Box 264 Bethel, AK 99559

Contact Person: Laura Ellsworth Email Address: Lbellsworth@alaska.edu

Daytime Phone: 9079538055 Cell Phone: N/A

Grant Request Information

Grant Amount Requested:	\$	10,000
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Will you accept less funding than the amount you requested? If so, tell us what a reduction would look like for your planned program. ☒ Yes ☐ No

Program/Project Title and Summary:

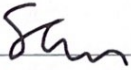
SWAAG Executive Director Salary Support

Date When Funds Are Needed: April 1, 2023

Project Beginning and End Date: April - December 2023

Submission for: ☒ Quarter 1 ☐ Quarter 2 ☐ Quarter 3 ☐ Quarter 4

I affirm that if my organization, group, or self is granted funding, I (we) will be required to adhere to City guidelines related to the use of those funds, and will be required to provide timely reporting on the use of the granted funds. I affirm that grant funds will be used for the intended purposes outlined for this program.

Signature:  Date: 2/27/2023
Authorized Officer/Applicant

Southwest Alaska Arts Group

Statement of Activity

January - December 2022

	TOTAL
Office expenses	184.99
Bank fees & service charges	2,717.16
Memberships & subscriptions	868.92
Office supplies	197.08
Shipping & postage	113.23
Software & apps	1,105.24
Total Office expenses	5,186.62
Other	432.75
Payroll expenses	
Taxes	6,490.21
Wages	66,872.59
Workers' compensation insurance	425.00
Total Payroll expenses	73,787.80
Sales Tax	1,756.92
Supplies	9,215.79
Travel	26,514.85
Total Expenditures	\$226,584.46
NET OPERATING REVENUE	\$90,442.74
NET REVENUE	\$90,442.74

Southwest Alaska Arts Group

Statement of Activity January - December 2022

	TOTAL
Revenue	
Artist Membership	490.00
Contributed income	
Corporate & foundation grants	105,220.00
Donations directed by individuals	33,209.90
Government grants & contracts	58,752.80
Grants from other nonprofits	250.00
Total Contributed income	197,432.70
Deferred Grant Revenue	-3,623.27
Sales	2,793.32
Art Class Revenue	11,174.41
Camai	2,902.14
Performance Revenue	40,842.07
Total Sales	57,711.94
Sales of Product Income	
Merchandise Sales	68,800.07
Total Sales of Product Income	68,800.07
Uncategorized Income	0.00
Total Revenue	\$320,811.44
Cost of Goods Sold	
Cost of Goods Sold	3,784.24
Total Cost of Goods Sold	\$3,784.24
GROSS PROFIT	\$317,027.20
Expenditures	
Advertising & marketing	1,538.30
Alcohol Tax	111.30
Commissions	36,990.95
Contract & professional fees	24,122.67
Accounting fees	7,338.35
Talent Fee	17,900.00
Total Contract & professional fees	49,361.02
Insurance	3,160.23
Liability insurance	1,853.76
Total Insurance	5,013.99
Occupancy	
Cleaning	500.00
Rent	15,950.00
Utilities	224.17
Total Occupancy	16,674.17

PROJECT SUMMARY

Please provide a comprehensive, clear and concise response to each of the questions below. If a question does not apply to your application, indicate by responding "Not Applicable."

1. Substantiating Community Need

a. Identify and describe existing needs in the community to be addressed by the proposed activity.

SouthWest Alaska Arts Group has had a busy year hosting arts and dance camps for kids, presenting concerts with Alaskan and Indigenous musicians, running the consignment gift shop, and hosting native arts community classes to encourage intergenerational knowledge transfer. We are also in the midst of planning the Cama'i Dance Festival which is returning to the full three-day event for the first time since 2019.

Participation in arts and culture are critical components to education, and success in school. Engaging in arts and culture activities develops resilient, creative minds that maximize opportunities and find solutions to life's challenges. The art and culture of our community embodies a local sense of pride, defines who we are, and connects people of all ages and cultures together. Feedback from community participants show that the arts make Bethel more connected, more inclusive, and a more attractive community to live, work, play and raise our families in.

SWAAG remains committed to providing activities, events, classes and entrepreneurial support that fill key needs within the community. Along with the work SWAAG is doing to maintain its established programs, the organization is also aggressively seeking out funding to ensure the salary of the part-time Executive Director, accountant, and gift shop manager. These are new positions for SWAAG and necessary for its continued growth and stability. Prior to 2021 SWAAG was totally volunteer. It has become clear to the board that maintaining these positions brings much needed cohesiveness to the group, and the potential for the community to benefit even more from increased community programming.

b. Specifically describe how the activities to be carried out directly address identified needs in the community.

A fully funded Executive Director part time salary position will allow SWAAG to continue to offer programs like the ones hosted in 2022. They include:

Our partnership with CIRI enabled SWAAG to offer four Native arts classes to the public. The classes, taught by master artists, help ensure that traditional arts and crafts are alive and vibrant in this community. The arts and culture instructors included, Kelly Lincoln, Evelyn Day, Quki (Golga) Oscar, and Trisha McIntyre. Bringing the voice of the Yup'ik and Cup'ik people in song, dance and the written word was a program goal set by the board. SWAAG presented in 2022 with Byron Nicholai and Pamyua in two concerts. Outside of the Cama-i Dance Festival, the

Pamyua concert was the best attended event all year, filling the Yupiit Piciryarait cultural center (YPCC), to capacity.

A first reading and community potluck was held to showcase the new book: "Ircenrraat, other than human Persons", by Ann Fienup-Riordan, (not in attendance), Marie Meade, Alice Reardon and Mark John. An Evening of the Arts, Writers Addition brought authors and poets Ben Kuntz, Don Reardon, Seth Kantner and Sara Guinn together for a night of sharing readings of their latest works with the public. A question and answer session followed both evenings.

Working with the Rasmuson Foundation, SWAAG offers workshops to assist local artists and craftpersons to apply for the Individual Artists Awards annually.

The SWAAG gift shop in the YPCC provides a stable, secure and reliable venue for local artisans to sell their work year round. The store is back to regular daily hours and participates in all Saturday markets. Currently there are at least 36 consignors, and recently hired part-time store manager, Sugar Henderson, is expanding services to artist/craftpersons in the region and plans to start online sales.

Educational programs included five weeks of arts and dance camps for youth ages 6 to 16 during the summer. This year the additions of both traditional dance and modern dance were added.

SWAAG awarded a travel scholarship to a local youth Yuraq dance group, Qasqimiut, to attend AFN.

SWAAG held a mini-Cama-i in March of 2022, just at the end of Covid restrictions. It was a wonderful celebration of life and community, sorely needed after the last two years. Plans for 2023 Cama-i dance festival are near completion and will happen in March 24-26th, 2023, back to full strength and size at the Bethel High School.

On Giving Tuesdays, SWAAG is one of the nine local non-profits that works with Bethel Community Services Foundation, participating in #BethelGives day.

SWAAG 2022 programs include:

Native arts baby bootie sewing class with instructor, Trisha McIntyre.

*Professional photography sessions for local artists to capture current work, Katie Basile

Native arts dance fan class, women's fans with instructor, Quki (Golga) Oscar.

Steel Salmon and Raven Community Dinner and Auction

Community concert with "Sundae & Mr. Goessl"

Community concert with Paul Basile and Paul Conti

*Indigenous Musician, Byron Nicholai in concert

*"Ircenrraat: other than human Persons" book reading and potlatch with authors Marie Meade, Alice Reardon, and Mark John (Partnership with Kuskokwim Consortium Library).

*Arctic Entries: Tundra Tales local storytelling night with cellist Jami Sieber

Indigenous Band, Pamyua in concert for community

*Awarded a travel scholarship to local youth Yuraq dance group to attend and dance at AFN in 2022

Five weeks of summer arts camp in partnership with Bethel 4-H including

Yuraq (Yup'ik dance), modern dance/musical theater, traditional native arts camp, two weeks of art camp with dumpster mural painting, ceramics, and photography.

Grass gathering and how to preserve weekend with community members for future weaving classes, Kelly Lincoln, instructor

Native arts grass basket weaving for beginners class, Kelly Lincoln, instructor
 *Ingenious People's Day community celebration, dancing, singing, drumming and potluck
 (Partnership with Kuskokwim Consortium Library).
 "Just Desserts" local community talent show with ten local acts
 "Bethel Bowls" ceramic pottery community event, donating half of the revenue to Bethel
 Community Services Foundation.
 Maintained 38 local artist consignors at the SWAAG gift shop and recruited 7 additional
 artist/entrepreneurs
 Participated in 10 Saturday Markets to sell community artist work and promote "featured artists"
 *denotes new or reinstated programs/events.

2. Project/Activity Goals and Outcomes

a. Describe the overall goals, objectives, and activities to be accomplished by the proposed project.

The goals SWAAG is working on include: 1. Supporting rural Alaska artists through the gift shop as a source of revenue for the individual artist. 2. Annual events that promote arts and culture (Steel Salmon auction, Camai Dance Festival, Arctic Entries Storytelling, Concerts, book readings from local authors). 3. Increased exposure of local artists and performers, (First Friday shows, Just Desserts, Quarterly profiled artists in the gift shop and online). The addition of an executive director and an accountant has been essential in achieving the goals and activities described.

The SWAAG Executive Director will also work towards developing new avenues for artistic development, artistic growth, and artistic entrepreneurship, and seeking out new or repeat funding available to support those endeavors.

b. Provide measurable outcomes for your project and how those outcomes will be measured.

The SWAAG Executive Director will lead the nonprofit in sponsoring the following events for 2023.

- Bethel Bowls Event
- K300 Winter Concert
- Camai Dance Festival
- (4) Native Arts Community Classes
- Managing SWAAG's Gift Shop which provides economic opportunities for local artists and craft persons.
- (4) weeks of summer Arts Camps for kids ages 6-12
- Fall 2023 Concert (TBD)
- Arctic Entries Storytelling in collaboration with Kuskokwim Consortium Library
- Just Desserts 2023
- 2023 Steel Salmon and Raven Auction

- Fall events celebrating Native Heritage Month + Indigenous People's Day
- Let's Dance Intensives for youth
- (2) professionally profiled local artists with exhibits in Bethel
- (1) additional artist profiled in the KYUK Media/SWAAG co-sponsored series: Arctic Artists

3. Coordination and Collaboration

a. Describe current efforts to collaborate and coordinate services with other community organizations regarding the proposed project.

The Executive Director position was created in January of 2022 after the merger of Bethel Council on the Arts and the Kuskokwim Art Guild. The SWAAG ED was able to garner \$82,600 in outside grants to host arts and culture events, classes, workshops, and to support rural artists/performers for the 2022 fiscal year. However, the majority of those grants do not allow much funding for salary support for coordinating those arts events and programs. In spite of that, SWAAG has been working hard to obtain funding from outside sources to help fund the Executive Director position. Below is a list of confirmed and pending sources of income for the director salary budget in 2023. Currently, we have a deficit of \$22,600. SWAAG works to balance a community minded approach to class/concert/event fees. We believe in making the arts accessible to all community members. Last year, any child who wanted to participate in art camp could receive a 100% scholarship if needed. We are hoping to make up the difference for the SWAAG ED salary with grants such as these!

SWAAG Executive Director Salary x 1 year \$55,000		
	Amount	Status
Alaska Community Foundation Grant	\$3500	confirmed
Rasmuson Individual Artist Outreach	\$2000	confirmed
Community Engaged Media AK Humanities Forum	\$1500	confirmed
Alaska Community Foundation - Let's Dance! Grant	\$5800	confirmed
JWM The CIRI Foundation	\$2100	confirmed
Alaska State Council on the Arts Operating Grant	\$7500	pending
2023 Projected Donations	\$10000	pending
confirmed/pending total:	\$32,400	
2023 salary deficit:	\$22,600	
TOTAL:	\$55000	

b. Explain how you will develop any needed collaborative relationships that are not already in place.

SWAAG has built strong and enduring partnerships with UAF Kuskokwim Campus, Kuskokwim Consortium Library, Yupiit Piciryarait Cultural Center, Lower Kuskokwim School District, Bethel Community Services Foundation, Bethel 4H, KYUK Public Radio, and many local businesses. These vital partnerships have ensured SWAAG hosts, or co-hosts events with large amounts of in-kind contributions which decrease the overhead, and increase the ability to pay artists and instructors fairly. For events and operations to continue as they have, funding will need to be secured for the SWAAG Executive Director salary.

c. Does any community organization, other than your own, offer the type of services proposed under this program design? If so, describe how your program will enhance these efforts.

SWAAG is unaware of any other organization in Bethel that hosts arts and culture events of this magnitude.

4. Implementation Plan

a. If this is a new project/activity, describe specific steps to be taken to implement the activity. Identify target dates for each phase of implementation.

b. If this is an existing project/activity, describe how this funding will be used to expand the scope of the existing activity. Identify target dates for each phase of implementation.

If the proposed grant is approved, the funding will be used starting April-December 2023 to ensure the uninterrupted scheduled events and goals for 2023 occur.

5. Demonstrated Experience and Financial Information

a. Describe the applicant's (or the principal staff as it relates to the project) background, and experience in implementing the proposed activity or similar activities.

Laura Ellsworth: SWAAG Executive Director was hired in October of 2021, and has continued on in the position since the inception of merged entities in January 2022 (Kuskokwim Art Guild + Bethel Council on the Arts).

2023 SWAAG Board:

Moses Tulim: President

Paul Conti: VP of Production

Julie McWilliams: VP of Visual Arts

R. Mark Jones: Treasurer

Stacey Reardon: Member at Large

Victoria Sosa: Member at Large

Mary Horgan: Member at Large

b. Provide a proposed budget breakdown with the following information:

Item & Description Funding Source Amount

Total

Budget Items	Description of Budget	Funding Source	CAG \$	Other Money
SWAAG Executive Director Salary Support	Funding for a portion of the remaining balance of SWAAG ED 1-year salary	CAG	\$10,000	N/A
Total Request			\$10,000	

c. Have you ever received funding from the City of Bethel before? If so, provide 1) dates, 2) amounts, 3) project descriptions, and 4) Exit Report status.

1. SWAAG was awarded in 2022 Quarter 3
2. \$23,600
3. 2023 Camai Dance Festival Support
4. The exit report is pending. It will be submitted by the SWAAG Executive Director one month after the Camai Dance Festival payments conclude (May 31, 2023).

6. Exit Report Due

a. Awardees will be required to present a written Exit Report to the Community Action Grant Board within 30 days of completion of the project/program. See Report on City's website (www.cityofbethel.org).

SWAAG agrees to write an "Exit Report" for the CAG Board

b. Identify the timeframe in which you anticipate providing an Exit Report to the Board on the use of the grant funds.

January 31st, 2024 (30 days after spending out the grant funds).

c. If applicant has a current Community Action Grant in progress, provide a spending plan that clearly shows how the remaining funds will be spent to complete the project/program.

SWAAG currently has a CAG in progress to support the Camai Dance Festival in March of 2023. We anticipate spending out the funds entirely by April 30, and closing out the grant exit report by May of 2023.

OGDEN UT 84201-0046

In reply refer to: 0423216002
Oct. 05, 2022 LTR 252C 1
23-7366662 000000 00

00013426
BODC: TE

SOUTHWEST ALASKA ARTS GROUP
PO BOX 264
BETHEL AK 99559-0264

Taxpayer Identification Number: 23-7366662

Dear Taxpayer:

Thank you for the inquiry dated Mar. 28, 2022.

We have changed the name on your account as requested. The number shown above is valid for use on all tax documents.

If you need forms, schedules, or publications, you may get them by visiting the IRS website at www.irs.gov or by calling toll-free at 1-800-TAX-FORM (1-800-829-3676).

If you have any questions, please call us toll free at 1-877-829-5500.

If you prefer, you may write to us at the address shown at the top of the first page of this letter.

Whenever you write, please include this letter and, in the spaces below, give us your telephone number with the hours we can reach you. Also, you may want to keep a copy of this letter for your records.

Telephone Number () _____ Hours _____

Sincerely yours,

Cynthia Crowell

Cynthia J. Crowell
Department Manager, Entity

Enclosure(s):
Copy of this letter



Michelle DeWitt
Executive Director
November 11, 2022

Dear COB CAG Committee:

Please accept this letter of support for the SouthWest Alaska Arts Group (SWAAG) application for a COB CAG. SWAAG and Bethel Community Services Foundation (BCSF), have a long and productive history of support and collaboration. SWAAG and BCSF have partnered with the #BethelGives campaign since its inception; a program that increases direct giving from donors within Bethel to support many nonprofits in the community including the arts and culture sector.

BCSF also holds a fund sponsored by SWAAG for the Camai Dance Festival in an attempt to one day have the festival be sustainable without the pressing need for continued outside funding sources.

The Bethel community has a strong cultural heritage and SWAAG has devoted a significant share of its programming to celebrating Yup'ik culture and working alongside individuals and organizations with the goal of preserving cultural arts knowledge. As an arts nonprofit organization, SWAAG (formerly known as Bethel Council on the Arts) has been successfully working in Bethel since 1992. SWAAG's goals to "foster the Arts through support of artists, dancers and musicians at all stages of their careers" makes their nonprofit a great match for your funding opportunity.

As a previous awardee, the proposed grant will allow SWAAG to fully fund the remainder of the Executive Director position within the nonprofit which is a key role in the agency, providing continuity for future community arts and culture programming within Bethel. Since this position was staffed, the organization has been able to continue to move forward with events and projects that benefit the community.

BCSF has every confidence that if awarded again, SWAAG would successfully utilize the award funds to continue hosting arts and culture events within the community, and providing positive additions to "contribute to the health, welfare and overall lives of the residents of Bethel".

BCSF completely supports SWAAG and their continued commitment to celebrating Bethel's arts and culture.

Please contact me directly if there are any questions or more information is required.

Sincerely,

Michelle DeWitt

CITY OF BETHEL COMMUNITY ACTION GRANT Application

COVER PAGE

Applicant Information

Applicant Name: Bethel Community Services Foundation Friends of the KCL Library

Business License #s (if applicable): 260108

Applicant Address: PO Box 2189, Bethel, AK 99559

Contact Person: Theresa Quiner Email Address: tquiner@alaska.edu

Daytime Phone: 907-543-4517 Cell Phone: _____

Grant Request Information

Grant Amount Requested:	\$	20000
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Will you accept less funding than the amount you requested? If so, tell us what a reduction would look like for your planned program. **If we receive less than the requested amount we will look for funding elsewhere.**

Program/Project Title and Summary:

Library Jesuit Volunteer Adult Services Coordinator. The library JV position provides additional staffing at the library, performs regular library duties, and also organizes adult programming at the library with a focus on services that serve marginalized adult populations in the community including people experiencing homelessness. A primary component of the position is to collaborate with the Bethel Housing Coalition to organize 2-3 Project Homeless Connect events to bring services to people in need while also providing an efficient venue for collecting data on housing and homelessness in the community. This position also organizes healthy activities for adults such as craft workshops, kayaking events, and more.

Date When Funds Are Needed: 9/1/2023

Project Beginning and End Date: August 15, 2023-July 31, 2024

Submission for: Quarter 1x Quarter 2 Quarter 3 Quarter 4

I affirm that if my organization, group, or self is granted funding, I (we) will be required to adhere to City guidelines related to the use of those funds, and will be required to provide timely reporting on the use of the granted funds. I affirm that grant funds will be used for the intended purposes outlined for this program.

Signature:  Date: 2-23-23

Authorized Officer/Applicant

Library Jesuit Volunteer Adult Services Coordinator

1. Community Need:

The library is seeking funding to pay the Jesuit Volunteer fee for the library JV position for the FY24 fiscal year. The library is currently in our sixth year of having a Jesuit Volunteer, and has received funding from the city for all six years. The anticipated cost for the 2022-2023 JVC volunteer at the library is \$19,148, so we are seeking this amount from the city to cover the fee at this time. We have established the success of the program at the library, and a JV is an affordable way for the city to provide an additional full-time employee at the library for a very reasonable amount of money. This ensures that we have adequate staffing to ensure that two staff people are working at all times for safety, and also enables the library to provide a variety of programming for all ages. The library receives the majority of our funding from UAF including internet costs, building costs, contracts and commodities, and the librarian salary, with only \$72,600 in regular budgeted funding from the city to support one full time position with salary and benefits. The majority of the library's use is public library use, not academic use.

The library is currently one of the only public buildings that is open during the day. Because of this, we provide daily services to the community, which includes many children and adults including many homeless and unemployed residents. We are open 40 hours a week. Especially during the cold winter months, we are very busy and do not have adequate full time staffing for the demand on our services and to ensure the safety of both our employees and library patrons. The JV position allows us to always have two people working at all times which is essential because we have to manage frequent difficult behavior including intoxicated adults. This position also allows us to frequently have three staff working which allows us to provide community programming to both children and adults. The library strives to be active in providing services not provided by other agencies, and there is a lack of healthy community activities for youth and adults in the community.

2. Project/ Activity Goals and Outcomes.

The library is an important agency in the community for providing healthy, alcohol free programs and community events to children, adults, and families. The library historically has had a youth services coordinator funded by the City of Bethel, and the JV position allows the library to have a position dedicated to adult services expanding the demographics served by the library.

The focus of the JV position is to provide programming and services to meet the needs of the adult population of Bethel, with a focus on unemployed, under-served and homeless residents. One of the major programs organized by the Jesuit Volunteer is to organize 2-4 Project Homeless Connect events per year when possible with Covid restrictions, which is an opportunity for people experiencing housing insecurity to obtain a variety of services in one convenient location. Project Homeless Connect also provides a venue for the Housing Coalition to collect survey data on homelessness in the community. That data has been instrumental in

seeking the funding towards a future project to build permanent supportive housing in Bethel. Just last week we saw these efforts come to fruition as the Housing Coalition broke ground for the new permanent support housing facility. This facility should be in operation in one to two years.

The JV position is available for one-on-one assistance with helping people on computers, with a focus on helping people apply for jobs, public assistance and other things that are necessary to do online. This has been a long standing need at the library, and we have had difficulty providing one-on-one assistance due to staffing levels, but it is a need in the community due to the high rate of computer illiteracy in the community and the necessity of submitting forms and job applications online. The position is responsible for organizing healthy community activities for adults and families such as the previously mentioned Project Homeless Connect, adult movie nights, book clubs, and community events such as Trunk or Treats and Winter Carnivals. The JV is also responsible for communicating and working with other service agencies to avoid duplication of efforts, provide support to other service agencies, and work together to streamline services across agencies. Through this role the JV represents the library on the Bethel Housing Coalition. For the past several years the library JV has helped with Food Bank, a need that was identified by the Housing Coalition. The JV is instrumental each year in coordinating the Point in Time survey. The housing coalition now has the data needed to move into the next phase of planning for a long-term solution to homelessness in the community. Grant applications have been submitted for funding to build permanent supportive housing. Outcomes are measured through statistics and data collection. The housing coalition has a data analyst that oversees survey data and creates a report on homelessness after each Project Homeless Connect event (see attached). The library also collects statistics from each program with total attendance.

The JV also provides an additional staff member at the library to serve the almost 2000 library card holders and thousands of non-library card holders that visit the library each year to use the computers, access Wi-Fi, check out materials, and attend our programs.

3. Coordination and Collaboration: One of the primary focuses for the JV position is to collaborate and coordinate services with other agencies. The library director and JV are members of the Bethel Homeless Coalition, which is an effort to increase collaboration with other agencies that work with people experiencing homelessness. The library also partners with other agencies regularly throughout the year to provide programming, including Bethel 4-H to plan events like Trunk or Treat, Clean up Green up, and the Bethel Youth Fair. We also partner with YKHC departments, the Public Defender Agency, TWC and other organizations to provide events like Project Homeless Connect, cooking classes, and other community programs.

There are not any organizations in town that offer the type of services that we provide. The library is always aiming to provide services and programming that are not being provided by other organizations.

4. Implementation plan: The library is currently in our sixth year of having a Jesuit Volunteer, and we have a solid plan in place for the incoming JV next year. The collaborative partnerships are already in place for a successful JV program at the library next year. No other organizations provide the services proposed under this program design. However, we constantly partner with other organizations when planning our programs to maximize resources and avoid duplication.

5. The principal staff involved will be Theresa Quiner, the library director for the Kuskokwim Consortium Library. Theresa applied for and wrote the job description for the JV position, and has been supervising JVs since August 2017.

Budget:

The JVC/ AmeriCorps fee for FY23 is approximately \$20000 This amount covers a full time employee for one year.

Budget item: \$20000

Description: JVC fee

Dollar amount of CAG request: \$20000

Matching funds: The library will pay the return plane ticket for the JV, which is a requirement of the JV program. App. \$800

In kind donations: The library provides the workspace and equipment necessary for the JV to do the job. The Housing Coalition, Lions Club, Bethel Community Services Foundation, TWC and community members also provide support through donations of money and materials to provide Project Homeless Connect.

Total: \$20000

6. The JVC position will go from August 2023-July 2024. The library will present a written exit report September 1st, 2024.

Status Report

	Exit	Exit		
Year 1	Report	Report	Amount	Amount
Quarter 1 - AM Approved 3/27/18	Due Date	Received	Awarded	Spent
Friends of the Kuskokwim Consortium Library	8/31/19	6/12/19	12,000	12,795
Bethel Search and Rescue	6/19/19		10,000	
Orutsararmiut Native Council	11/30/18	11/27/18	5,000	5,030
YK Fitness Center	3/31/19		1,300	
			28,300	
Quarter 2 - AM Approved 6/26/18				
Hope in Alaska/Camp Hope	9/30/19	9/22/18	10,000	10,000
Sackett Hall (UAF-Kuskokwim Campus)	8/31/19		3,873	
			13,873	
Quarter 3 - AM Approved 10/9/18				
Bethel Wrestling Club	8/31/19	6/7/19	6,000	4,829
Delta Illusion Dance Company	1/31/19	7/29/19	1,770	1,770
			7,770	
Quarter 4 - AM Approved 12/11/18				
ONC-Bus Passes for Seniors	4/30/19	6/7/19	3,060	3,060
Justine Chamberlain-Coffee House	5/30/20	3/10/21	9,700	9,700
Friends of the Kuskokwim Consortium Library	8/30/20	6/11/19	12,765	12,765
			25,525	
Average	6,861	Total Year 1	75,468	

Year 2	Report	Report	Amount	Amount
Quarter 1-AM Approved 3/26/19	Due Date	Received	Awarded	Spent
Bethel Winter House-shelter	7/1/19	7/18/19	11,160	11,160
Hope in Alaska Ministry/Camp Hope	10/20/19	10/13/19	12,188	12,188
Gladys Jung Elementary Wrestling Program	3/8/20	12/26/19	3,094	3,094
BCSF Healing Through Music & Dance Pgm-harmonicas	8/5/19	6/17/19	6,790	6,790
Bethel Search and Rescue-Operations	1/30/20	7/18/19	4,760	4,760
			37,992	37,992
Quarter 2-AM Approved 6/25/19				
Bethel Wrestling Club-wrestling camp in 2019	6/25/20		5,000	
Bethel Friends of the Library-Summer camp-giveaways	6/25/20	3/16/22	6,000	6,000
			11,000	
Quarter 3-AM Approved 9/24/19				
Bethel Lion's Club Winter House	4/30/20	6/14/21	25,000	
Reflect Bethel - Alyssa Gustafson	4/30/20		600	
Bethel Family Clinic	1/31/20		2,431	
Bethel Broadcasting, Inc. (KYUK Radio)	10/15/20		1,300	
Bethel Friends of Canines	10/15/20	10/6/21	1,500	1,500
			30,831	
Quarter 4-AM #19-81 Approved 12/16/19				
Bethel Community Services Foundation-Library JV	8/31/20	11/17/20	14,000	
BCSF-Healing Thru Music & Dance	5/1/20	6/23/21	6,000	6,000
Skiku, Inc.	3/29/20		7,575	
Kuskokwim Art Guild	7/10/20		4,500	
			32,075	
Average	6,994	Total Year 2	111,898	

Year 3				
Quarter 1-AM #20-11 Approved 3/24/20	Report Due Date	Report Received	Amount Awarded	Amount Spent
Cama-I Dance Festival	Postponed	None	10,000	None
Kuskokwim Art Guild-After School Art Pgm.	8/30/20		2,890	
Kuskokwim Art Guild-Summer Art Camp	8/30/20		1,994	
Native Village of Napaimute	5/30/20	3/17/21	9,995	9,995
Bethel Friends of Canines	1/31/21	3/17/21	8,820	8,820
Orutsararmuit Native Council-Bus passes	6/30/21	3/5/22	3,500	3,500
			37,199	
Quarter 2-AM #20-36 Approved 7/28/20				
Sackett Hall - UAF Kuskokwim Campus	8/30/21		1,896	
Maria Nicolai - garden project	9/30/21		1,500	
			3,396	
Quarter 3-AM #20-56 Approved 12/8/20				
Ayaprun Elitnaurvik Cross-Country Program	10/26/20	3/10/21	1,557	1,557
Quarter 4-AM #20-56 Approved 12/8/20				
BCSF-Kuskokwim Library Fund	8/15/22		33,680	
Average	7,583	Total Year 3	75,832	
Year 4				
Quarter 1 (March 2021)	Report Due Date	Report Received	Amount Awarded	Amount Spent
Quyana Café - Bethel Evangelical Covenant Church	10/30/22	5/31/22	10,000	10,000
Gladys Jung Elem. Wrestling Program	1/8/22	12/28/21	34,975	34,975
Delta Recreation, Inc. - Lawnmower	9/1/21	8/30/22	5,550	5,658
Delta Recreation, Inc. - Trail Groomer	9/1/21	8/30/22	35,350	33,069
BCSF-food security	8/15/21	9/8/21	10,000	10,000
UAF-Yupitit Piciyarait Cultural Center-First Fridays	10/30/21		2,600	
Bethel Friends of Canines - Animal Shelter exp.	1/31/22		3,000	
			101,475	
Quarter 2				
Winterhouse Fence Project submitted - Not funded.	----	----	----	----
Quarter 3				
Bethel Com. Services Foundation-homeless housing	12/24/21		25,000	
Quarter 4				
Gladys Jung Wrestling	12/15/21	12/28/21	10,602	10,602
Average	15,231	Total Year 4	137,077	
Year 5				
Quarter 1 (March 2022)	Report Due Date	Report Received	Amount Awarded	Amount Spent
ONC-Youth Litter Patrol	9/14/22	10/20/22	8,422	2,988
BCSF-Healing Through Music and Dance	6/30/22	10/28/22	8,250	8,250
Bethel Friends of the Library-JV position	8/31/23		19,148	
			35,820	
Quarter 2 (Jun 2022)				
Bethel Evangelical Covenant Church-Parking Lot	9/30/22	9/1/22	15,000	16,606
Bethel Lion's Club-Utility Costs for Food Pantry	6/30/23	10/13/22	13,500	13,500
			28,500	
Quarter 3 (Sep 2022) AM #22-27 approved 10-11-22				
Winter House - Salaries + Op. exp. For food pantry			20,930	
Southwest Alaska Arts Group - Camai Festival			23,600	
Delta Recreation - skis, boots, poles			20,900	
Qasgirmiut Dance Group-regalia, sewing courses.			20,000	
			85,430	

EXIT REPORT COVER PAGE

Applicant Information

Applicant Name: Kuskokwim Art Guild - Southwest Alaska Art Guild

Applicant Address: PO Box 264

Contact Person: Reyne Athanas Email Address: reyne.carey@gmail.com

Daytime Phone: cell 907-545-4468 Cell Phone: _____

Program/Project Title and Summary:

KAG Summer Youth Art Camps 2020

Project Beginning and End Date: June 2020

Submission for: 2020 Quarter 1 Quarter 2 Quarter 3 Quarter 4

Exit Report Summary

Please provide a comprehensive, clear and concise response to each of the questions below. Attach additional sheets as necessary.

- Describe how the grant funds achieved the purpose of your organization and the goals of the Community Action Grant Program?
- What measurable value did the grant program provide to the citizens of Bethel?
- What goals and objectives were you able to accomplish? What led to the success or inability to meet the goals and objectives?
- Do you feel the project was a success? Why or why not? What would you do differently if you were given a second opportunity to provide the project?
- Provide a detailed budget listing of the projects revenues and expenses. (Demonstrate clearly how the funds were spent). Receipts and all supporting documentation must be submitted with the exit report and retained for a period of three (3) years following the completion of the project. Electronic submission of the exit report and receipts is preferred.

Program/Project Title and Summary: Kuskokwim Art Guild: after school art program 2

A planned extension of the 2019/202 free after-school art studio program for youth hosted at the Kuskokwim Consortium Library. As a result of COVID-19 related restrictions and lockdowns, instead of continuing the program for the final 2 months of the LKSD school year, the funds were put towards youth art programming taking place between June 2020 and July 2021.

Project Beginning and End Date: April 19, 2020 -July 31, 2021

Submission for: 2020 Quarter 1

Exit Report Summary

Describe how the grant funds achieved the purpose of your organization and the goals of the Community Action Grant Program?

We achieved the goal of providing free high quality art programming for youth in Bethel. While the form this programming took looked very different than the proposed project, the underlying goal of the proposal was achieved.

What follows are the actual projects that we facilitated between summer 2020 and 2021.

we offered a series of zoom art classes over the summer of 2020.

In the fall of 2020 we put together hundreds of art activity packets, including materials tools and instructions. We distributed these free from the library from October 2020 through spring 2021. We also created YouTube video classes for some of these packets. Everything included in the art packets were given to the families without the expectation of tools being returned.

We offered a second series of zoom classes throughout the spring of 2021.

In June 2021 we put on 3 in person workshops on tie dye, silkscreen and block printing, and painting.

Over the summer of 2021 we assisted the Kuskokwim Art Guild(our fiscal sponsor on this project) with their yearly dumpster painting project.

The funds from this grant were used alongside other funding from the Alaska State Art Council to accomplish these activities. The CAG funds specifically went towards the dumpster painting, though their early inclusion in our budgeting for the year allowed us to offer the other earlier activities as we waited for confirmation of other funding. Most of which was unconfirmed until October 2021.

What measurable value did the grant program provide to the citizens of Bethel?

We can measure the number of attendees at our virtual and in person classes, the number of views of our video lessons, the number of art packets we distributed, and the participation in the dumpster painting project.

What goals and objectives were you able to accomplish? What led to the success or inability to meet the goals and objectives?

Expenses:

	Cash	In Kind
Lead artist fee	\$5,700	
Materials and tools	\$3,690	\$1,000
Per diem/Accommodations, travel	\$4,400	\$5,000
Snacks	\$300	
Documentation		\$750
Other: office, printing, marketing,		\$350
Staffing		\$1,000
Admin	\$300	\$2,000
Internet	\$200	\$200
Totals	\$14,590	\$10,300

Budget notes:

Existing funds: the Kuskokwim Consortium Library had funds in their account that were available to support this programming.

Expenses:

The artist fee covers teaching artist wages for all of the in person programming, as well as \$700 specifically drawn from this CAG grant for helping manage the summer 2021 dumpster painting project.

Per diem/Accommodations and travel went towards two trips teaching artist Jimmy Riordan took to Bethel between fall 2020 and Summer 2021. A 3-week trip in November in which Riordan helped assemble the art kits and a 2-week trip in June to lead 3 in person programs and assist with managing the dumpster painting.

The cash Admin cost covered KAG's fiscal sponsorship of this grant.

The cash internet expense was from the November visit to Bethel in which Riordan was quarantined for the first week. Internet was needed at his housing to work on the project.

The funds from this CAG grant went to the \$700 fee for assistance managing the dumpster painting and towards materials needed for that project. As mentioned above, these funds also provided a level of security for our other projects as we waited for confirmation of additional funding.



SouthWest Alaska Arts Group
Formerly Kuskokwim Art Guild
PO Box 264
Bethel, AK 99559

City of Bethel Community Action Grant Exit Report

December 9, 2022

Submission Date: 1st Quarter 2020, Summer Art Camp for June, 2020

Describe how the grant funds achieved the purpose of your organization and the goals of the Community Action Grant Program?

The goals were to provide art camp for 6-12 year olds, exploring the arts/crafts during the summer.

The pandemic lock down eliminated the opportunity to hold indoor camps for 2020 and 2021. KAG was able to sponsor dumpster painting with the City of Bethel up at the dump both 2020 and 2021. Other grants funded the personnel and supplies used to paint the dumpsters. The funds from this particular grant were allocated for art supplies and materials, which were ordered and received.

• What measurable value did the grant program provide to the citizens of Bethel?

The value of the CAG funding was of great value and finally used in the summer of 2022 when KAG and the 4 H camps hosted six weeks of summer arts camps for 6-15 year olds and the pre-purchased supplies were utilized. The camps were the largest ever sponsored by KAG (SWAAG) and our partner the 4 H camps with over 200 campers.

• What goals and objectives were you able to accomplish? What led to the success or inability to meet the goals and objectives?

SWAAG is delighted to report that all of the goals were met when in June of 2022 people were finally allowed to do community activities again. The summer youth camps were a huge benefit to all of the children who had been through 2 years of lock down and finally got to be outside, with their friends and do art, science, dance, crafts and much more at the summer camps.

• Do you feel the project was a success? Why or why not? What would you do differently if you were given a second opportunity to provide the project?

SWAAG definitely believes the project was a success. The grant purchased supplies before the shortages and extra costs and they were on hand when the camps finally were allowed to be held. The campers created fabulous projects and had fun being together again.

• Provide a detailed budget listing of the projects revenues and expenses. (Demonstrate clearly how the funds were spent). Receipts and all supporting documentation must be submitted with the exit report and retained for a period of three (3) years following the completion of the project. Electronic submission of the exit report and receipts is preferred.

Attached is the original order that was placed. Any leftover supplies are housed at the Teen Center and will be utilized for the upcoming summer youth camps of 2023.







EXIT REPORT COVER PAGE

Applicant Information

Applicant Name: __YK Fitness Center_____

Applicant Address: __267 Akiachack Ave.; PO Box 3027, Bethel, AK 99559_____

Contact Person: __Stacey Reardon_____Email Address: __stacey.reardon@hfit.com__

Daytime Phone: __907-543-1398_____Cell Phone: __n/a_____

Project Title: Free Women's Self Defense Workshops

Project Summary: The project was designed to offer Free Women's Self Defense Workshops to the Bethel Community.

Project Beginning and End Date: __April 2018 – October 2019; Final workshop delayed as instructor was out of town for family medical reasons__

Submission for: 2018__ Quarter 4

Exit Report Summary

Please provide a comprehensive, clear and concise response to each of the questions below. Attach additional sheets as necessary.

- Describe how the grant funds helped the purpose of your organization and the goals of the Community Action Grant Program?

The goal of the YKFC is to provide healthy activities for community members. The primary cost to providing programs is compensation for the instructor. In order to cover instructor wages we traditionally charge program participation fees. By being able to use the CAG funds to cover the instructor fees we were able to offer self-defense activities free to the community.

See Attachment A: Example of one of the program flyers

- What measurable value did the grant program provide to the citizens of Bethel?

Through the development and implementation of this program we not only provided a service to the individuals who participated we also worked to raise awareness of the importance of basic personal safety knowledge and self defense skills.

- How many of the goals and objectives were you able to accomplish? What do you attribute led to the success or inability to meet the goals and objectives?

The primary goal of this program was to help women develop skills in self-defense as well as the confidence to use those skills if they are faced with a situation where someone intends to harm them. The Community Action Grant funds enabled us to offer four, 5 week long Self Defense classes and five, 4 hour Self Defense workshops. The sessions were titled Women's Empowerment and Self Defense and were open to women ages 11 and older. Women who participated in the sessions learned techniques for avoiding, defending against, and escaping from dangerous situations and individuals. Attachment B is a list of "What If" situations. Participants learned what to do in each of these situations.

A secondary goal was that we hoped these workshops would bring together women from the community and facilitate the development or strengthening of their peer support groups leading in turn to a stronger community. A longitudinal research study would be needed to measure the lasting impact of class participation on peer support groups but, we did receive feedback that the participants were happy to have a class that was just women and that they appreciated the opportunity to meet other women in the community.

- Do you feel the project was a success? Why or why not? What would you do differently if you were given a second opportunity to provide the project?

The program was very successful for the women who participated. Feedback included that they felt better prepared for dealing with a dangerous situation and had more confidence in their abilities to keep themselves safe.

Our target goal was to have at least 80 women participate, but we only reached 43. Participation in the 5 week sessions ranged between 3 - 6 participants per registration period and the one day workshops averaged between 3 - 9 participants per offering.

If we were to offer these classes again in the future, we would look at more targeted marketing by possibly partnering with the hospital and TWC to make sure the course details are getting to the women who most need the information. We should also investigate the possibility of offering classes at locations outside the Fitness Center where participants may be more familiar and comfortable. Finally we would need to look at transportation options. The location of the YKFC is

a barrier for individuals who do not have reliable transportation (vehicle or cab fare). Future projects should look at including cab vouchers to enable more participation.

- Provide a detailed budget listing of the projects revenues and expenses. (Demonstrate clearly how the funds were spent). ** Receipts and all supporting documentation must be submitted with the exit report and retained for a period of three (3) years following the completion of the project. Electronic submission of the exit report and receipts is preferred.

Funds were used primarily to cover the instructor fees for offering the classes and workshops and for one purchase of practice equipment.

Budget Item	Description	Funding Source	CAG	Other	Total
Equipment	Rubber practice weapons	CAG	\$73.02		\$73.02
Staff	Fees paid to Instructor	CAG	\$1226.98	\$49.52	\$1276.50
Total					\$1349.52



WOMEN'S SELF DEFENSE WORKSHOP

Learn basic skills to feel empowered!

FREE

Open to women ages 11 to Elder

(youth under 18 must have waiver signed by parent/guardian)

Bring your family and friends and learn techniques to be safe in a healthy, fun environment.

Workshops available on:

👊 Saturday, April 28th 3:30-7:30pm

👊 Mother's Day, Sunday, May 13th; 10am-2pm

Gather all your girls and celebrate being a strong family

👊 Saturday, June 23rd 3:30-7:30pm

To guarantee your spot register at ykfitness.org or 543-0390



Women's Empowerment and Self Defense

DEMONSTRATE-"WHAT IF" SITUATIONS.

"WHAT IF?"

1. Someone Chokes you w/2 Hands from the Front!
2. Someone Chokes you w/1 Hand, From the Front!
3. Someone Chokes you from Behind!
4. Someone Pulls Your Hair from Behind!
5. Someone Pulls your Hair From the Side!
6. Someone Pulls your Hair From the Front!
7. Someone Knife Stabs You coming Straight Down!
8. Someone Knife Stabs you to your Stomach!
9. Someone SLASHES the knife Side to Side!
- 10. Someone Points a Gun at your Face!
11. Someone Points a Gun at the Back of your Head!
12. Someone Points a Gun at your Mid-Section!
13. Someone Points a Gun at your Temple!
14. Someone Grabs your Wrist!
15. Someone puts a Hand on your Shoulder!
16. Someone Moves Right Up To your Face!
17. Someone Throws a Jab at You!
18. Someone Throws a Jab, Then, a Cross Punch at you!
19. Someone Pushes You!
20. Someone Pulls You!
21. Someone Pushes You Backwards & You Fall Down!
22. Someone throws you down on your Side!

Women's Empowerment and Self Defense

DEMONSTRATE-"WHAT IF" SITUATIONS (cont.)

"WHAT IF?"

22. Someone Pushes you Forward From Behind!

23. FROM A DEFENSIVE GROUND POSITION: Someone Reaches in with 1 Arm!

24. FROM A DEFENSIVE GROUND POSITION: Someone reaches in for a Choke w/Both Arms!

25. FROM A DEFENSIVE GROUND POSITION: Someone Jumps Right On Top of You!

26. FROM A DEFENSIVE GROUND POSITION: Someone Tries to Kick you on your Ribs!

Attachment C: Supplies Receipt**Final Details for Order #112-0154390-3132217**[Print this page for your records.](#)**Order Placed:** March 18, 2018**Amazon.com order number:** 112-0154390-3132217**Order Total: \$73.02****Shipped on March 23, 2018****Items Ordered****Price**1 of: *Boker 02B0544 A-F Rubber Training Knife, 2-Pack*

\$15.13

Sold by: Amazon.com Services, Inc.

Condition: New

1 of: *BladesUSA Rubber Training Gun, Model: 3200 (Orange / 2 Pack)*

\$21.38

Sold by: SDN Retail ([seller profile](#))

Condition: New

1 of: *Boker 02B0544 A-F Rubber Training Knife, 2-Pack*

\$15.13

Sold by: Amazon.com Services, Inc.

Condition: New

1 of: *BladesUSA Rubber Training Gun, Model: 3200 (Orange / 2 Pack)*

\$21.38

Sold by: SDN Retail ([seller profile](#))

Condition: New

Shipping Address:

Stacey Reardon/YK Fitness Center
 267 Akiachak Ave
 3027
 Bethel, AK 99559
 United States

Item(s) Subtotal: \$73.02

Shipping & Handling: \$8.37

Free Shipping: -\$8.37

Total before tax: \$73.02

Sales Tax: \$0.00

Shipping Speed:

FREE Shipping

Total for This Shipment: \$73.02

Payment information**Payment Method:**

Visa | Last digits: 3855

Item(s) Subtotal: \$73.02

Shipping & Handling: \$8.37

Free Shipping: -\$8.37

Total before tax: \$73.02

Estimated tax to be collected: \$0.00

Billing address

Stacey Reardon
 PO BOX 1238
 BETHEL, AK 99559-1238
 United States

Grand Total: \$73.02**Credit Card transactions**

Visa ending in 3855: March 23, 2018: \$73.02

To view the status of your order, return to [Order Summary](#).

MEMORANDUM



DATE: February 16, 2023

TO: Community Action Grant Committee

FROM: John Sargent, Ex Officio & Recorder

SUBJECT: Ex Officio Report for March 8, 2023 CAG Committee Meeting

CAG Funding Available

The amount of CAG funding available for distribution in Q1 of Year 6 is \$7,637.20, provided that Orutsararmuit Native Council has returned the unspent CAG Award of \$5,434.50.

Vacancy

Jennifer Dobson did not renew her membership in the CAG Committee. We now have six members, including the Council Representative.

Vacations

Xavier Mason, Deputy Finance Director, is on vacation at the time of this memorandum. I am leaving on vacation tonight and returning March 17, 2023. Brenda Alexie, Accounting Specialist in the Finance Department, will be taking my place as Recorder and Ex Officio for the March 8 and March 16 meetings.



CITY OF BETHEL

P.O. Box 388

Bethel, Alaska 99559

Ph. (907) 543-415

Fax (907) 543-3817

MEMORANDUM

DATE: January 18 – February 7

TO: City Council

FROM: Peter Williams, City Manager

RE: Managers' Report

CM Daily Log,

Jan 18 – 1) Discussed with H.R. and replied to a few emails with the negotiating team concerning the CBA. 2) Signed up for a virtual meeting with DOT&PF concerning a Notice of Funding Opportunity for the Ports Infrastructure Development Program. 3)

Jan 19 – 24 - I was out of the office on PTO. Responded to emails and phone calls and attended one meeting concerning the CBA.

Jan 25 – 1) The City and the Union will meet on February 8 to discuss the CBA.

Jan 26 – 1) The Grant Manager submitted four projects for FY-23 for the State Homeland Security Grant. 2) Meet with Long Tech to discuss their plan to monitor the pool remotely. The program they are using will check out the various systems used at the pool every five minutes and notify us if something needs attention. The pool will be closed on April 1 for two weeks to complete various repairs.

January 27 – Received bid documents for the Aves project and reviewed the design with the PW Director.

Jan 28-29 – Sat and Sunday-Reviewed and responded to emails and phone calls.

Jan 30, - 1) Admin negotiating team met to discuss the CBA. 2) Met with the Sates Single Audit Coordinator to discuss the FY-12 & 22 Audits. They will pass our situation on to some of our grantors. We also discussed the SEMT, and they said they would make the DHSS aware of the comments that delivering an audit five

months after the fiscal year is not doable. 3) Signed a Change order concerning the Aves Project to reduce cost. I've attached the change order to this report. The project will go out to bid on February 3. 4) Worked with the C.A. to develop an agreement for the employees to pay the City back for renting an apt. for them.

Jan 31 - 1) Finalized the Employee Housing Agreement. 2) Discussed a sale tax issue with the Finance Dept and Ca. 3) Reviewed Lonh Techs' contract with our CA. 4) Exchange emails with a citizen who was/is having problems with dirty water. 5) discussed towing vehicles from ROWs with Lt. Wiggner.

February 1- Employee evaluation 2) YKFC Agreement discussions. 3) Public works and the Police Dept work together to remove the vehicles in the ROW at 410 Owl Street. I also discussed vehicles in other ROWs with the Acting Police Chief.

Feb 2- 1) Met with AML representatives to discuss shipping concerns 2) The Secretary of Veteran Affairs, the Hon. Denis McDonough will visit Bethel in the last week of February. 3) Received the draft of the CIP from the finance Dept. 4) Reviewed BTAs and fund Balances from the Finance Dept.

Feb 3 1) CBA debriefing. 2) Discussed Union bank for employees. 3) Signed paychecks and check requests. 4) Received F.Y. 24 CAP application. 5) Received a request from AFN informing us that Rep. Petola is putting together a list of infrastructure projects ahead of the Water Resouces Development (WRDA) reauthorization program. We will respond with a list of projects. 5) Signed Travel Engagement Letter with Carmen Jackson LLC.

Feb 6 – 1) Aves Project went out to bid and was posted on the City website and the Plans Room. 2) Discussions with H.R. and the Union concerning negotiations. 3) Pool Manager and I discussed the contract with Healthfit. We need to resolve a few items before we ask the council to approve the contract. I would like to have the contract ready for approval by the end of February. 4) Reviewed the contract with Long Tech concerning electronically monitoring the pool.

Feb 7 – 1) Reviewed Final copy of the CIP. 2) Gathered materials for the February 14 council meeting. 3) Signed Lien regarding Bun and Bake sales taxes. 4) After reviewing the CIP, I decided to wait till the Feb 28th meeting to Introduce the plan. 5) Reviewed AFHC agreement concerning the cul-de-sacs in Bethel Heights. 6) Reviewed the ground rules and tentative agreements (T.A.s) for the CBA negotiations. 7) the Port is prepping Brown Slough for dredging.

The administration is still working towards completing the Bethel Comp. Plan. Below is the schedule for the various meetings needed to complete the plan. The community meetings will be held at the culture center.

M 2/13	Send draft to stakeholders and City for review	
	<i>Prep for Stakeholder Meeting</i>	
F 2/24	Stakeholders provide review	

	<i>Prep for Stakeholder Meeting</i>	
Th 3/2	Stakeholder Meeting – review feedback	<i>Virtual Meeting</i>
	<i>Revise Draft</i>	
M 3/20	Post public review draft to website	
The first week of April	Community Meeting #2	
	<i>Revise Draft</i>	
	Final Stakeholder Meeting (if needed)	
F 4/14	Public Comment Deadline	
	Final Client Meeting (if needed)	
End of April	Plan Finalized and Shared	

Peter Williams
Bethel City Manager

CITY OF BETHEL POLICE DEPARTMENT



January 2023 Monthly Report

Personnel:

Current Staffing			
Position	Allocated	Staffed	Vacant
Safety Patrol (three grant funded)	3	2	1
Community Service Officer	2	1	1
Evidence and Record Custodian	1	1	
Administrative Assistant/Taxi Inspector	1	1	
Public Safety Dispatcher (one E911 funded)	5	4	1
Public Safety Dispatch Supervisor	1	1	
Peace Officers (one grant funded/reimbursed SRO)	19	15	4

Operations:

Operations Tempo				
	January 2023	December 2022	January 2022	2022 Total
Calls Total	1264	900	1171	13670
Reports Total	100	62	92	1057
Intoxicated Pedestrian Calls	98	84	167	1927
Driving Under Influence Calls	8	11	12	186
Domestic Violence Reports	20	18	28	252
Animal Calls	32	23	33	260
Animal Bite Reports	0	0	0	5
Sexual Assault Reports	7	7	6	91
Death Investigation Reports	0	1	2	19

Training

An officer attended a Use of force Investigator Class and Master Taser Instructor course.

Personnel

A new hire will start 02/09/2023 as a police officer.

A dispatcher resigned his position and took a job with YKHC.

A CSP resigned his position to take a job with the DOC.

An Investigator was terminated from employment.

We have two new hires started as a dispatcher.

We're currently working backgrounds on several police officers. We continue to recruit for all vacancies.

Operations

Department has made changes to its operations to be more responsive to the needs of the community and improve officer's response times to calls for service.

The Police Department is continuing to work toward a Crisis Intervention Training and A.S.S.I.T training to members of the community.

The Police Department is continuing to address the problem of abandoned and nuisance vehicles.

The Police Department is continuing to address the problem with ATV's on the roadway and right of way.

The Police Department is continuing to address the problem of loose dogs in the city.



William Arnold, Public Works Director
1155 Ridgecrest Drive
PO Box 649 Bethel, AK 99559
P: (907) 543-3110
F: (907) 543-2046
warnold@cityofbethel.net

MEMORANDUM

DATE: 1.31.2023

TO: Peter Williams, City Manager

FROM: Bill Arnold, Public Works Director

SUBJECT: Manager's Report – Public Works Department

Programs/Divisions

Hauled Utilities: The hauled utility drivers have been working hard and long at long hours at times. We have remained on schedule most of the month. utility trucks except for one evac truck. This truck will be operational tomorrow. The Temporary Hires will be coming up on their Mandatory termination, the first two will leave us in March.

Utility Maintenance: 39 alarms on residential lift stations were responded to. Multiple issues with grinder pumps, and float systems

- Monthly meter reading and service connections were completed
- Clean up and organization of shops and vehicles.
- 37 residential lift station repairs.
- Tundra Center lift station still in dire need of repairs/ replacement. Currently, lift station is not functioning at full capacity/ has required creativity to modify pump to continue to operate.
- Mixing up main lift station by hand with soap to prevent muck build up
- leveling activities on low-flow and plugged sewer lines
- The few flushing activities that have required longer than 16 hours of work have been handled by rotating men on rest.
- Utility Maintenance has 2 staff workers still short staffed

Property Maintenance:

0 of 2 Temporary positions filled. Positions posted since early 2022.

3 of 4 FTE positions filled. Vacant positions posted since October 2021. still posted.

Currently short staffed.

Department is having to prioritize issues to keep up with Pre-Winter work. Department is trying to catch up on long due heating and air handling maintenance in City buildings and are prioritizing the work to critical systems as we prepare for winter to return

POOL: Work with Long replacing control card for BAS system. Replaced fire stop on boiler. Repair leak on unit heater. Check temps on water heater.

COURTHOUSE: Clear clogged sink. Replace control module in boiler. Replace air filters. Work on zone valves. Work on air compressor.

CITY HALL: Replace door stop. Repair frozen sewer lines.

TRANSIT: Repaired overhead door. Repaired frozen and cracked water line.

PUBLIC WORKS: Repaired southside overhead door.

DOG POUND: Clear clogged trough.

TEEN CENTER: Repair frozen sewer and water lines.

Main Water Plant: Work on backwash pump. Repair frozen sewer line outside.

Police Station: Work on zone valve.

Fire Station: Work on door locks.

Recycle Building: Work on overhead door.

Road Maintenance:

Streets and Roads dug out the ice at both water pump houses at city sub and Ridgecrest Drive.

Streets and Roads also put two new forced air heaters and got them both running at the shop on Old First Ave that will be the streets and roads shop.

Streets and Roads help building maintenance and utility maintenance in thawing out the frozen sewer pipe so they could work on it at the teen center.

Street and Roads had both graders out to plow the snow and the snow drifts during and after the two snow and windstorms that we had in January.

Streets and Roads had the loaders out after the storms pushing back the snow and hauling the snow away in Tundra Ridge Sub, Larson Sub, Uivuuq Sub, and Kasayuli Sub in order to keep the roads open.

Streets and Roads dug 3 graves for the month January at the graveyard by the airport.

Vehicles and Equipment: The normal repairs and services on city owned vehicles and equipment. Had NC machinery Cat mechanic here for a couple of days for warranty work on the new 420 back hoe. While he was here had him help us with some fuel issues on the Ports 950 M loader and Hydraulic issues on streets and roads 160 grader. Got those problems taken care of.

Transit System: Ridership dropped a bit when extreme weather hit the area. Transit Barn couldn't keep up with the heat inside the bay area causing water pipes to freeze and burst at a few spots. Also having garage door issues after so many cycles, the door will not close and has to be closed manually and reconnected. Ridership consisted of: Seniors-396, Youth-9, Adults-100, Disabled-74, and Pass Riders-380. Bus 440 had its monthly service on the 14th. Logged 2,759.6 miles and 450.859 gallons was pumped in. Fare revenue totaled \$1,116.00.

Landfill: This month the 950 push cat got rebar welded on the tracks for better traction during the slippery season. The shop door at the landfill had to be adjusted due to the building shifting it was close to coming off the rails. We have been busy maintaining roads and compacting daily. I got a quote for 12 new 8 yard flat top dumpsters from Wastequip that will be replacing the dumpsters at all LKSD, YKHC and grocery store locations when they arrive. Also waiting on a quote for fencing that will be put up around all the dumpster pads throughout the community. The hauled refuse truck brought 66 loads of dumpster trash, we had 87 private citizen loads, 801 cubic yards of commercial waste and 8 refrigerators/freezers brought to the landfill.

Staffing Issues/Concerns/Training:



City of Bethel
Finance Department
Monthly Manager's Report for January 2023

Date:	January 1 st – January 31 st , 2022
To:	Peter Williams, City Manager
From:	Xavier Mason, Deputy Finance Director
Subject:	Management Report, January 31 st , 2022

The Finance Department's Monthly Managerial Report details the progress, challenges, and activities of the Finance Department for January 2023.

Current Events within the Finance Department

- The Finance Department has submitted a pivotal requested item for the FY21 audit pertaining to the Business Recovery Grant funding
- The Finance Department has begun the FY24 operational budget
- The Finance Department has completed the first draft of the FY24 Capital Improvement Plan and is prepared to present it to the City Council
- The Finance Department has begun pulling samples for the FY22 audit
- The Finance Department has begun and submitted some state and federal year-end reports and filings
- The Finance Department rehired an Accounting Specialist I
- The Finance Department hired a Temporary Staffer
- The City of Bethel is unable to continue participating in the Supplemental Emergency Medical Transportation (SEMT) Program. Side note, the Fire Department Chief worked very diligently with the Finance Department with this program for over a year.

Staffing/Recruitment

- Finance Director (one vacancy)
- Front Desk/Utility Billing (one vacancy)
- Temporary Position (two vacancies)

Training

The goal of the Finance Department is for our staff to be continuously and incrementally improving in our capacity to fulfill our duties. One of our objectives is to provide staff with opportunities for growth and exposure within all our sub-departments. The following is a list of group and independent trainings that were taken by members of the Finance Department during the month of January.

Group Training Sessions:

- The Finance Department had a team training session viewing a webinar “Building Better Team Communication”
- The Finance Department had a team training session viewing a webinar “Breaking Bad Communication Habits”

Independent Training(s):

- The General Ledger Accountant
 - Utilized Udemy to review how to use autofill, flash fill, inputting, and editing comments and notes in Excel. Additionally, he reviewed how to record notes, mortgage, and bonds payable journal entries
- The Deputy Finance Director viewed the following webinars:
 - Handling Personality Clashes in the Workplace
 - Employee Retention Strategies that Work
 - How to Manage Employee Burnout
 - Leadership in Times of Crisis
- The Accounting Specialist II attended Recorder Training presented by the City Clerk’s Office
- Utility Billing Personnel viewed a Caselle webinar “Customer Inquiry Tips & Tricks”
- Accounts Payable provided an overview of how to generate Personnel Action Requests and the correlating general ledger accounts

Select Tasks & Statuses by Sub-Department

Utility Billing

Tasks	Frequency	Status
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Collections	Monthly	Behind.
ORS'	Daily	Current.

Payroll/AP

Tasks	Frequency	Status
Personnel Action Requests	As Needed	Current.
Deferred Compensation	Bi-weekly	Current.
Payroll	Bi-weekly	Current.
Accounts Payable	Weekly	Current.

Sales Tax

Tasks	Frequency	Status
Applying Business License Payments	Daily	Current.
Mailing Delinquency Notices	Monthly	Current.
Constructing Aging Reports	Monthly	Current.
Applying Business License Renewals	As needed	Current.
Drafting Payment Plans	As needed	Current.
Applying Payments	Daily	Current.
Reviewing & Processing Exemption Cards	As needed	Current.

General Ledger

Tasks	Frequency	Status
Journal Entries	Monthly Recurring	Current (December).
Budget Amendments (from budget ordinances)	As needed	Current (December).
Cash Reconciliations	Monthly	Current (December).
Investment Reconciliations	Monthly	Current (December).
Create Allocations & Run Checkout	Monthly	Current (December).

DOJ Grants	Quarterly	Current (December).
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Internal Improvements

The following is a list of internal tasks, actions, projects, or changes that we have made within the Finance Department for the purpose of improving operations:

- The Finance Department voted Starla Solem as Employee of the Quarter based upon the following criteria: quality of work; treatment of others; and attendance.
- Taught the Planning Department how to take their own payments (accounts receivable)
- The Finance Department is doing some intensive training (beginning with effective communication) so that we can build up our newest team members and our own capacity so that we can improve processes and procedures.
- The Finance Department has developed a list of customers that are only allowed to communicate to us via phone or email due to their abusive behavior. One person went so far as to challenge the Deputy Finance Director to a duel.
- The Finance Department has added the ability for the Central Treasury account to be utilized as a Sweep Account (the ability to accrue interest overnight). With the current interest rate, the anticipated profits from the sweep are approximately \$55,000 and will likely cover all banking expenditures

Small & Big Wins

Sales Tax (2 people)

- Two business accounts were closed
- 155 delinquent account holders were contacted
- 73 business licenses were renewed
- 27 delinquent accounts were cleaned up
- 31 business license applications have been stalled due to the following: incomplete forms, outstanding fees/returns, outstanding fees/returns, missing the business license fee
- Concluded the amnesty program established by Ordinance 22-34 with the following results (these were previously provided to the City Council):
 - o Summary of the Amnesty Program
 - 21 entities were granted amnesty

- \$26,648.02 was forgiven in penalties, interest, and fees
- \$11,138.88 in sales taxes were remitted
- Four of the forgiven entities are still in the process of filing and their submissions are not included in the above summary
- Trends from the Amnesty Program via analysis
 - Some entities are requesting forgiveness for specific months. For example, they have filed monthly for the past two years and skipped two months within a 48-month period.
 - A number of entities submitted 2-3 years' worth of returns, with the bulk of them filing \$0 as gross income (this means that they have no remittances but accumulated in penalties, interest, and fees)
 - Most of the entities (north of 80%) that asked for forgiveness, have filed previously
- There are many businesses filing exemptions incorrectly. However, we have been working with the filers to correct their errors.
- January is when yearly filers submit their sales tax returns, so we have taken in a lot of yearly sales tax returns
- We are attempting to use the Finance Committee to address the concern that the BMC codes (4.14 and 5.04.050), does not permit the city to charge late filing fees to gaming and transient lodging. Additionally, we can't charge interest and penalties to gaming activities.
- Improved the workflow of renewing business licenses
- Improved the analyzation process of exemption forms
- Assisted the Grant Manager with the administrative duties for the Community Action Grant
- Prepared four sales tax liens, with assistance from the City Attorney, that will be submitted in February
- Sent an amended Notice of Audit Findings and Statement of Balance Due to a company that was previously audited
- Audited two local businesses
- Denied one sales tax filer an appeal to forgive their remittances, interest, penalties, and fees

Utility Billing (1 person)

- Focused this month on ways to improve customer service
- Submitted approximately 30 O.R.S. to the Hauled Utility Department

- Processed two tank inspections
- Processed four new applications
- Processed 19 change requests
- Processed seven account closures
- Processed 38 Temporary Service Holds
- Processed approximately 62 Extra Calls
- Corrected approximately 34 accounts
- Issued over 1,200 utility bills
- Assistance for rent and utility payments can be found at:
 - o <https://www.ahfc.us/blog/posts/ahfc-invites-new-rent-relief-applications>
 - o Low Income Household Water Assistance Program
 - This is a program from the State of Alaska that assists individuals in making payments for their water and sewer services.

Payroll/AP/AR Dock (2 people)

- Reviewed and approved approximately 140 check requests
- Tested an ACH payment for the purpose of determining feasibility of utilizing ACH payments in addition to traditional checks
- Logged over 30 AP related correspondences through January
- Coordinated with the City of Bethel Employees Association and the Human Resources Department regarding the distribution process for the PTO Disbursement and Option Election Form
- Submitted 1099s to the IRS and will begin distribution shortly
- Submitted W2s to the IRS and will begin distribution to staff shortly
- Began pulling the early payroll samples for the FY22 audit
- Finished filing three fiscal years' worth of payroll documentation into individual employee files (this will help tremendously with pulling samples for the audit)
- In discussions with the Police Department on when to conduct a training for Timesheets
- Began the distribution of the Collective Bargaining Agreement PTO election
- Continued the transition of undertaking P-Card Duties from the General Ledger Accountant
- Payroll is averaging between 1-3 minor mistakes (that are obviously corrected) per pay period.
Note: this is an amazing improvement and well below our historical average.

- A new form “Rental and Payment Agreement” was created and added to the onboarding paperwork for employees that live remotely and need housing in Bethel
- Identified areas of improvement for: checkout, deposit vouchers, and transmittals within payroll
- Worked with a vendor to increase our reduced line of credit

General Ledger (1 person)

- Reviewed how to create charge codes and charge groups with purchase card holders
- Created an automatic reminder for purchase card holders to submit their receipts
- Reclassed two Police Department employees’ payroll, benefits, and differing time periods to a Department of Justice hiring grant 625-60
- Worked with the Carmen Jackson Team with journal entries to clear up past accounts
- Entered nine budget modifications
- Entered the following
 - o 11 CD JEs
 - o 3 CD2 JEs
 - o 3 CD3 JE
 - o 14 CRJEs
 - o 39 JEs
- Entered investing transactions
- Reconciled the Xpress Bill Pay, Wells Fargo Payroll, Wells Fargo Utility Checking, and the Wells Fargo General Checking as well as the TVI, BNY, AMLIP Key Bank, and Wells Fargo Sweep Investment accounts

Other Activities

- Assisted with Ordinance 23-02 Amending BMC 14.03 Port Revenue
- Approved four travel authorization forms
- Attended several collective bargaining agreement negotiation workshops calculating various scenarios with wages, benefits, and personnel
- Worked with Department Heads to complete line-item transfers to balance smaller overbalanced accounts
- The Deputy Finance Director was voted in as Secretary for the Alaska Remote Sellers Sales Tax Commission

- The Deputy Finance Director was voted in as Treasurer for the Alaska Government Finance Officers Association

Interdepartmental Assistance

- City Clerk's Office
 - o Processed five passport payments
- Grants Department
 - o The Police Department, Accounts Payable, and the General Ledger Accountant worked together to figure out a better way to track Community Service Patrol expenses for the purpose of cost reporting for the grant.
 - o Assisted the Grants Manager and City Manager with determining percentage of salary to allocate to a grant
 - o Filing quarterly reports for various grants
 - o Journal Entry adjustments
 - o The Finance Department has been tasked with the Community Action Grant Exit Reports. Our tasks include:
 - Looking through each exit report and see if it is missing receipts, documentation, return of money unspent
 - Draft and send letters to applicants owing more information or owing money that has not been spent
 - Sending emails to applicants owing exit reports
 - Draft and send letters to applicants owing exit reports
 - Follow up on every account
- Human Resources
 - o Assisting with new employee paperwork
 - o Assisting with communications regarding the CBA PTO Cashout
- Planning Department
 - o Processed 19 permits, licenses, or fees
 - o Processed 0 site plan permits

- Police Department
 - o Uploaded the December PC Slips to Core FTP LE.
 - o Processed 47 taxi permit payments
 - o Processed 0 chauffeur payments

Challenges

- The Finance Department needs to continue training so that we may become more proficient at completing our daily tasks and duties.
- The Finance Department is severely short-staffed; however, we are really pulling together as a team to complete our objectives and satisfying customers.
- The Finance Department deals with very rude and irate customers regularly, so we posted signs saying: *"We Reserve the Right to Refuse Service to Anyone"*.

Goals for the near Future

- Utilizing data analytics to identify challenges and opportunities that can spur economic development.
- Revamping the Temporary Service Hold forms to make the wording less ambiguous
- At least one Zoom workshop instructing small business owners how to file their sales tax returns.

State of the Economy (Macro Economics)

The following are some excerpts from Adam Shapiro's, vice president at the Federal Reserve Bank of San Francisco, views on the current economy and the outlook.

- Though cooling, the 12-month inflation remains at historically high levels. A portion of the inflation moderation is attributable to recent declines in energy prices, partially due to adjustments in the markets relating to the war in Ukraine. This is relevant to the budgeting process.
- Supply chain bottlenecks for materials and labor remain a constraint on production, although there are signs of easing. This is relevant to the procurement process, particularly Capital Improvement Items.
- The labor market remains tight. The number of jobs available remain well above the number of available workers. The tight labor market has put continued upward pressure on wages and labor market turnover. This relevant to staffing.



**CITY OF BETHEL
Fire Department**

Daron R. Solesbee, Fire Chief

P.O. Box 3231, Bethel, Alaska 99559

Phone: (907)-543-2131

Fax: (907)-543-2702

dsolesbee@cityofbethel.net

Celebrating 50 Years of Service

DATE: February 3, 2023

TO: Peter Williams, City Manager

FROM: Daron Solesbee, Fire Chief

SUBJECT: Management Report, January 2023

Current Events

- The department is continually recruiting for new volunteer responders and administrative support. If anyone is interested, please fill out a BFD Volunteer Application Packet today!
- The department started the EMT-1 (2019 Update) course, which is being held November 12 – February 10, 2022.
- The department will be conducting a Firefighter-1 course in Spring 2023. If interested in attending this training to become a Volunteer Firefighter, please call the fire station.
- The department received its recertification as a State of Alaska Advanced Life Support Ambulance Service.
- The department received its 2023 State of Alaska Fire Department Registration certificate.
- The department leadership is following HB-22 in the Alaska Legislature. This legislation will create a pension retirement, instead of a 401-k type of defined contributions retirement, such as the current Tier-IV system. The Public Employees Retirement System's current Tier-IV has created an environment that is detrimental to our ability to recruit and retain valuable employees. Currently, those hired receive training and "lateral" to other departments in states that have a pension program. The average employee will stay onboard with our department for 1-3 years. This creates a constant training cycle and a lack of senior members with in-depth institutional knowledge of our organization. To read more about this

legislation, view the following article:

https://www.anchoragepress.com/news/house-committee-advances-pension-bill-intended-to-benefit-alaska-police-firefighters/article_a2293c06-a35f-11ed-8e24-dbe9a41355df.html/?utm_medium=internal&utm_source=readerShare&utm_campaign=bButton

Community Planning/Preparedness/Prevention

- The department received partial funding for a new fire training facility from the City of Bethel Capital Budget and will seek the remaining funds via a capital budget request. This facility will be constructed by Draeger and will feature live-burn chambers, forcible entry doors/windows, reconfigurable walls for victim searches, vertical ventilation props, fire department connection, standpipes, stairs, and rope rescue anchors for technical rescues. Donation letters have been submitted to local organizations and businesses.
- The department will utilize the Handtevy System in the ImageTrend ELITE electronic patient care reporting system for use during pediatric emergency medical incidents. This program is provided to local EMS agencies by the State of Alaska EMS Office free-of-charge. This will assist our EMS providers with administering better treatments for improved patient outcomes in pediatric patients. BFD EMS personnel will receive training on this platform in February 2023.

Training

- New staff and volunteers are receiving continuous Driver/Operator training on the handling characteristics, operation of specialty equipment, care, maintenance, and safety of the department's ambulances and fire apparatus.
- Staff have completed several online training modules covering various topics of firefighting, emergency medical, fire inspection, and fire prevention.
- Staff have conducted several drills on firefighting and EMS knowledge and skills during each shift.
- Staff have instructed AHA Basic Life Support Provider courses for the new volunteer EMT recruits and for members of the public.
- The EMT-1 course started on November 12. Recruits have received instruction in several EMS topics. The course will conclude on February 10. There are currently five recruits. All are expected to pass their examinations and receive their State of Alaska EMT-1 certifications.

- On 01/12/2023 at 7:00 p.m. a Fire Meeting was held at the fire station. Responders reviewed recent fire incident responses, discussed strategies and tactics, and lessons learned.

Responses

- Between 01/01/2023 and 01/31/2023, the Bethel Fire Department responded to 103 EMS and 22 Fire incidents.
- On 01/05/2023 at 6:35 a.m. Firefighters responded to Ridgecrest Drive for the report of a structure fire. Upon arrival, firefighters observed heavy smoke and flames emitting from a residence. The fire was extinguished, and the contents were overhauled. The fire cause was classified as accidental.
- On 01/08/2023 at 11:07 p.m. medics responded to Akakeek Street for the report of a person experiencing a diabetic emergency. The patient was assessed, treated, and transported to the hospital.
- On 01/15/2023 at 2:15 a.m. medics responded to Ptarmigan Road for the report of a person who was stabbed. The patient was assessed, treated, and transported to the hospital.
- On 01/13/2023 at 5:44 p.m. Firefighters responded to East Avenue for the report of a steambath fire. Upon arrival, firefighters observed smoke and flames emitting from the structure. The fire was extinguished, and the contents were overhauled. The fire cause was classified as accidental.
- On 01/17/2023 at 4:33 p.m. medics, Bethel Police, and Alaska State Troopers responded to the Kuskokwim River, near the Gweek River, for the report of a person was injured in an ATV rollover. The patient was assessed, treated, and transported to the hospital.
- On 01/18/2023 at 2:30 p.m. Firefighters responded to Ridgecrest Drive for the report of a snowmobile on fire. Upon arrival, firefighters observed the vehicle fully engulfed in flames. The fire was extinguished, and the contents were overhauled. The fire cause was due to a mechanical failure in the engine compartment when the vehicle was operating.

Budget/Financial

- The department is operating within its FY2023 budget, with the exception of the FLSA Overtime budget. The department is submitting a budget modification request to replenish this fund, which was depleted due to low staffing levels and personnel working overtime shifts to meet the community's Fire and EMS response needs. With the hiring of new personnel and recent implementation of

administrative budgetary control measures, this fund should last for the remainder of the fiscal year.

- The department is expecting the FY2021 audit to be completed soon for its continued participation in the State of Alaska's Supplement Emergency Medical Transport (SEMT) Program. Unfortunately, the audit results will be received after the cost report submission deadline, and the State of Alaska SEMT Program will not grant any further extensions, thus putting our department's continued participation in the program at risk in the future. The Alaska Fire Chiefs Association membership will be addressing this concern, as it negatively affects fire and EMS departments around Alaska.
- The department purchased a new Class-A Pumper Tender Apparatus (Fire Engine) from Pierce Manufacturing, Inc. under a cooperative bid purchasing contract from Sourcewell-MN and by utilizing a portion of the Fire Department's Fleet Replacement Fund. This pumper will replace the 1986 Grumman-Spartan Super Pumper-Tanker, Engine 3. The new pumper is currently in production and is slated for completion mid-June. This apparatus is to be shipped to Bethel via barge this summer.

Grants

- The department will continue to seek grant funding for fire and EMS equipment, additional staffing, replacement fire apparatus and ambulances, and other equipment.
- The department received the 2021 State of Alaska Homeland Security SHSP grant award for the purchase of new portable and mobile radios to replace obsolete equipment. This equipment was purchased from Motorola Solutions, Inc. through Sourcewell Contract #042021-MOT. Most of the items have been received, but the department is still awaiting batteries and chargers which are on backorder.
- The department and City Grant Manager prepared an application for the 2022 State of Alaska Homeland Security SHSP Grant for security fencing, cameras, and lighting for the planned fire training tower which will be located adjacent to the fire station.

Property Maintenance

- A "Code and Condition Survey" was completed by a structural engineer at the fire station in December. The department, City Manager, Property Maintenance, and DOWL are to perform foundation repairs and retrofits this summer.
- The department is working together with DOWL and Draeger to do the site preparation tasks for the upcoming fire training tower and its foundation. Current items on the fire station's property will be relocated or disposed of according to Bethel Municipal Code.

- The fire station's front office and classroom needs to be updated and remodeled, as the original (circa 1980) cabinets, shelving, and counter tops are in poor condition. The department will explore options and possibly create an RFP for this project.

Staffing/Recruitment

- The department is recruiting for a Firefighter/EMT (PS2A, \$52,373/yr + DOE) position.
- The department is recruiting for a Fire Lieutenant (PS4A, \$67,336/yr + DOE) position.
- The department is recruiting for an Administrative Assistant (Range 4) position.
- The Fire Lieutenant and Firefighter/EMT job vacancies have been advertised nationwide.
- The department is continually recruiting for volunteer members to serve as firefighters, EMT/EMT's, and support personnel. Become a volunteer today!

Vehicles & Equipment

- We have received the parts for the Class-A Foam system for Engine-4. Staff determined that a 1" valve was required, upon finding the 3/4" valve shipped was too small for the current foam system plumbing. This project was put on hold to allow for the receipt of Engine-5 this summer to allow this apparatus to be taken out of service for modifications.
- The department's 2021 Ford Expedition, "Command 1", has an open recall for possible under-hood fires, even when the engine is off. The vehicle is currently parked away from the fire station with its battery disconnected. V&E will receive parts soon per the manufacturer.

FIRE DEPARTMENT VEHICLE STATUS			
Vehicle	Type	Year	Status
Medic 4	Ambulance	1999	(Reserve Ambulance) In service. Slated for replacement in FY24.
Medic 5	Ambulance Light Rescue	2019	(Frontline Ambulance) In service.
Medic 6	Ambulance	2017	(Second-Out Ambulance) In service.

Medic 7	Ambulance		<i>In planning stage. Due to chassis production delays, there will be production delays.</i>
Engine 5	Pumper	2022	<i>Purchasing contract executed on 08/02/2021 with Hughes Fire Equipment, Inc. (Pierce Mfg, Inc.). This vehicle was PAID IN FULL on 10/04/2021. The apparatus will arrive in Bethel this summer.</i>
Engine 4	Pumper	2013	(Frontline Pumper) In service. Pump packing rings need to be tightened and/or replaced.
Engine 3	Pumper	1986	(Poor overall condition; needs replacement). Pump packing rings need to be tightened and/or replaced (unable to pass pump certification testing).
Truck 1	Ladder Truck	2017	In service.
Com 1	SUV	2021	Out of Service (temporarily). Open Ford recall.
Com 2	Pickup	2014	In service.
Com 3	Pickup	2004	In service. Fair condition.
Honda 1	ATV	2004	In service.
Honda 2	ATV	2004	In service.
Fire Boat	Public Safety Boat	2004	The boat is in storage at the Bethel Port Storage Yard. Needs new outboard motor (obsolete/frequent breakdowns).

Bethel Fire Department

Bethel, AK

This report was generated on 2/2/2023 4:10:06 PM



Incident Type per Zone for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Start Date: 01/01/2023 | End Date: 01/31/2023

INCIDENT TYPE	INCIDENT STATUS	# INCIDENTS
Zone: 2 - East Ave., Hanger Lake Road, Osier Street		
111 - Building fire	Completed	1
Zone: 3 - 3rd Ave, 4th Ave, 5th Ave, 6th Ave, and 7th Ave		
151 - Outside rubbish, trash or waste fire	Completed	1
511 - Lock-out	Completed	1
Zone: 4 - Ridgecrest Dr. (at Brown's Slough), City Landfill to Haroldson's Subdivision		
138 - Off-road vehicle or heavy equipment fire	Completed	1
511 - Lock-out	Completed	1
531 - Smoke or odor removal	Completed	2
611 - Dispatched & cancelled en route	Completed	1
Zone: 5 - City Subdivision		
511 - Lock-out	Completed	2
651 - Smoke scare, odor of smoke	Completed	1
743 - Smoke detector activation, no fire - unintentional	Completed	3
746 - Carbon monoxide detector activation, no CO	Completed	1
Zone: 6 - ASHA Housing (Bethel Heights)		
111 - Building fire	Completed	1
550 - Public service assistance, other	Completed	1
600 - Good intent call, other	Completed	1
651 - Smoke scare, odor of smoke	Completed	1
Zone: 7 - Airport Road to Blueberry Subdivision		
113 - Cooking fire, confined to container	Completed	1
511 - Lock-out	Completed	1
Zone: 8 - Hoffman Subdivision		
531 - Smoke or odor removal	Completed	1

This report gives a count of each incident type for the Incident Status or Statuses selected.



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Doc Id: 384

Page # 1 of 1

Page 384 of 298

Account Number	Account Title	2022-23 Current year Budget	02/2023 Current year Actual	02/2023 Current year Encumbrance	Balance Remaining	%
GENERAL FUND						
FIRE DEPARTMENT						
100-60-6000	SALARIES	810,562.00	378,959.64	.00	431,602.36	46.75
100-60-6010	FLSA OVERTIME	70,000.00	71,828.77	.00	1,828.77	102.6
100-60-6011	CALL BACK OVERTIME	50,000.00	21,376.07	.00	28,623.93	42.75
100-60-6022	HOLIDAY PAY	.00	32,971.52	.00	32,971.52	.00
100-60-6023	LEAVE CASHOUT	69,421.00	25,244.95	.00	44,176.05	36.37
100-60-6030	SOCIAL SECURITY EXPENSE	2,500.00	1,491.26	.00	1,008.74	59.65
100-60-6031	PAYABLE MEDICARE FICA	11,454.00	7,896.99	.00	3,557.01	68.95
100-60-6032	UNEMPLOYMENT	17,143.00	.00	.00	17,143.00	.00
100-60-6033	WORKERS' COMPENSATION	15,982.00	15,699.39	.00	282.61	98.23
100-60-6034	PERS	211,873.00	111,675.43	.00	100,197.57	52.71
100-60-6040	EMPLOYEE GROUP BENEFITS	330,564.00	102,106.89	.00	228,457.11	30.89
100-60-6041	UTILITY BENEFIT	59,280.00	14,604.29	.00	44,675.71	24.64
100-60-6061	TRAVEL/TRAINING	31,600.00	14,764.94	.00	16,835.06	46.72
100-60-6100	SUPPLIES	25,200.00	9,515.83	.00	15,684.17	37.76
100-60-6103	WEARING APPAREL	13,214.00	7,630.06	.00	5,583.94	57.74
100-60-6150	GASOLINE/DIESEL/OIL	13,500.00	6,916.19	.00	6,583.81	51.23
100-60-6153	HEATING FUEL	20,000.00	18,319.85	.00	1,680.15	91.60
100-60-6155	WATER/SEWER/GARBAGE	4,459.00	.00	.00	4,459.00	.00
100-60-6160	ELECTRICITY	18,205.00	9,229.47	.00	8,975.53	50.70
100-60-6170	TELEPHONE	2,500.00	1,837.43	.00	662.57	73.50
100-60-6171	STAFF CELLULAR PHONES	5,000.00	1,555.49	.00	3,444.51	31.11
100-60-6200	MINOR EQUIPMENT	21,000.00	10,402.17	.00	10,597.83	49.53
100-60-6230	VEHICLE MAINT/REPAIR	18,000.00	7,105.70	.00	10,894.30	39.48
100-60-6231	VEHICLE PARTS & TOOLS	43,000.00	11,576.99	.00	31,423.01	26.92
100-60-6240	PROPERTY MAINT	33,000.00	57.96	.00	32,942.04	0.18%
100-60-6335	OTHER PURCHASED SERVICES	94,100.00	6,652.94	.00	87,447.06	7.07%
100-60-6400	INSURANCE	76,777.00	59,451.84	.00	17,325.16	77.43
100-60-6502	ADVERTISING	1,800.00	1,552.50	.00	247.50	86.25
100-60-6503	DUES & SUBSCRIPTIONS	14,500.00	12,745.87	.00	1,754.13	87.90
100-60-6534	COLLECTION/SMALL CLAIMS	31,200.00	.00	.00	31,200.00	.00
100-60-6537	FIRE PREVENTION PROGRAM	5,200.00	4,755.47	.00	444.53	91.45
100-60-6539	MISCELLANEOUS EXPENSES	1,500.00	569.90	.00	930.10	37.99
100-60-6711	ADMIN OVERHEAD-IT SVCS	33,260.00	10,947.50	.00	22,312.50	32.91
100-60-6890	CAPITAL EXPENDITURES	449,815.00	18,221.81	.00	431,593.19	4.05%
100-60-9649	VOLUNTEER STIPEND	20,000.00	160.00	.00	20,160.00	-0.80
100-60-9697	Ford Expedition Command Vehic	7,974.00	.00	.00	7,974.00	.00
Total FIRE DEPARTMENT:		2,633,583.00	997,505.11	.00	1,636,077.89	37.88
Grand Totals:		2,633,583.00	997,505.11	.00	1,636,077.89	37.88

Search Parameters

Data Types: Emergency Medical Services

Agencies: Bethel Fire Department

Date Range: Previous Month (01/01/2023 to 01/31/2023)

States: Alaska

Counties: Bethel Census Area

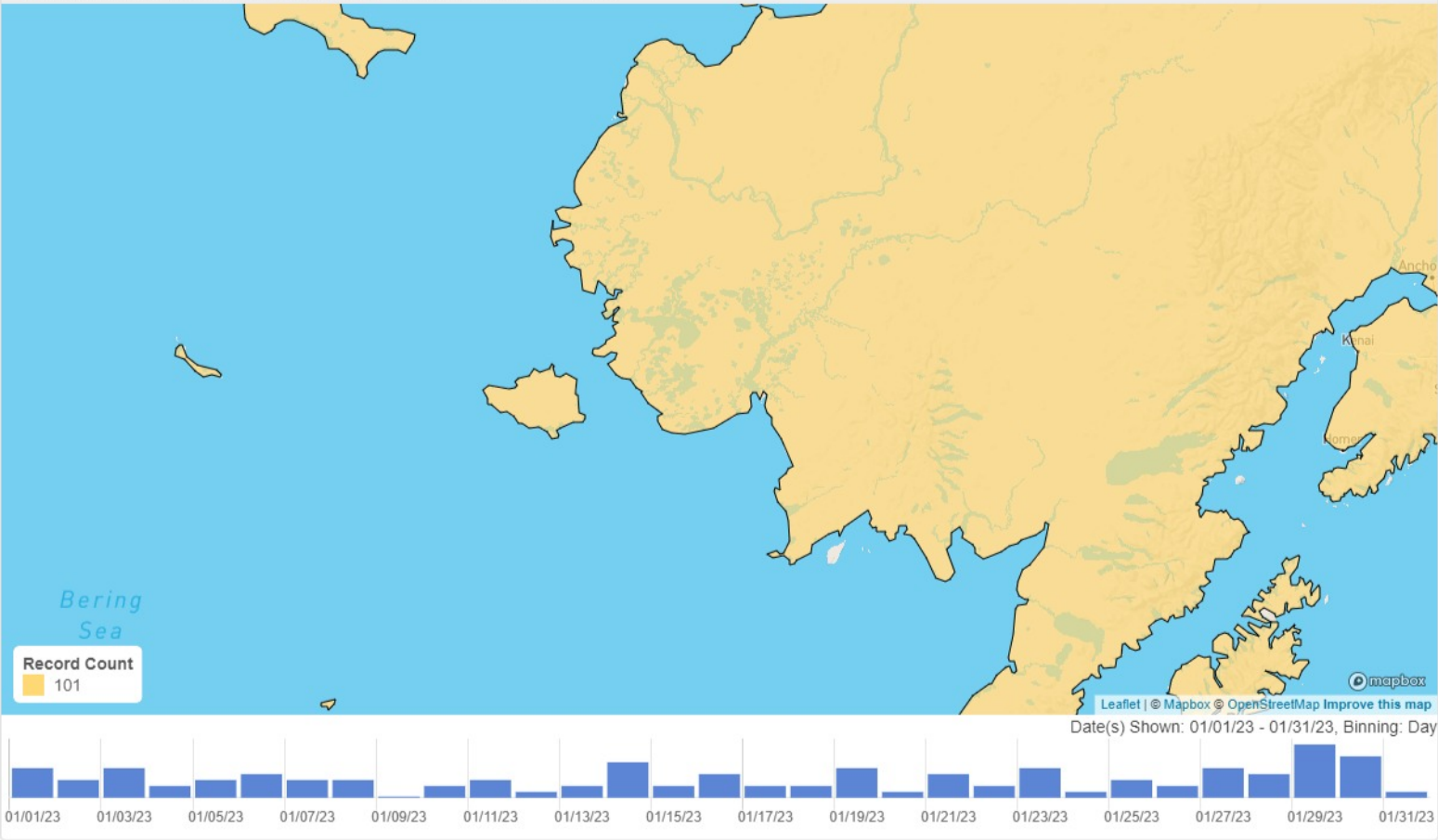
Minimum Alert Threshold: 🔴 Moderate

Source Versions: NEMSIS v2.2.1; NEMSIS v3.3.4; NEMSIS v3.4.0; NEMSIS v3.5.0

Date Bin: Day

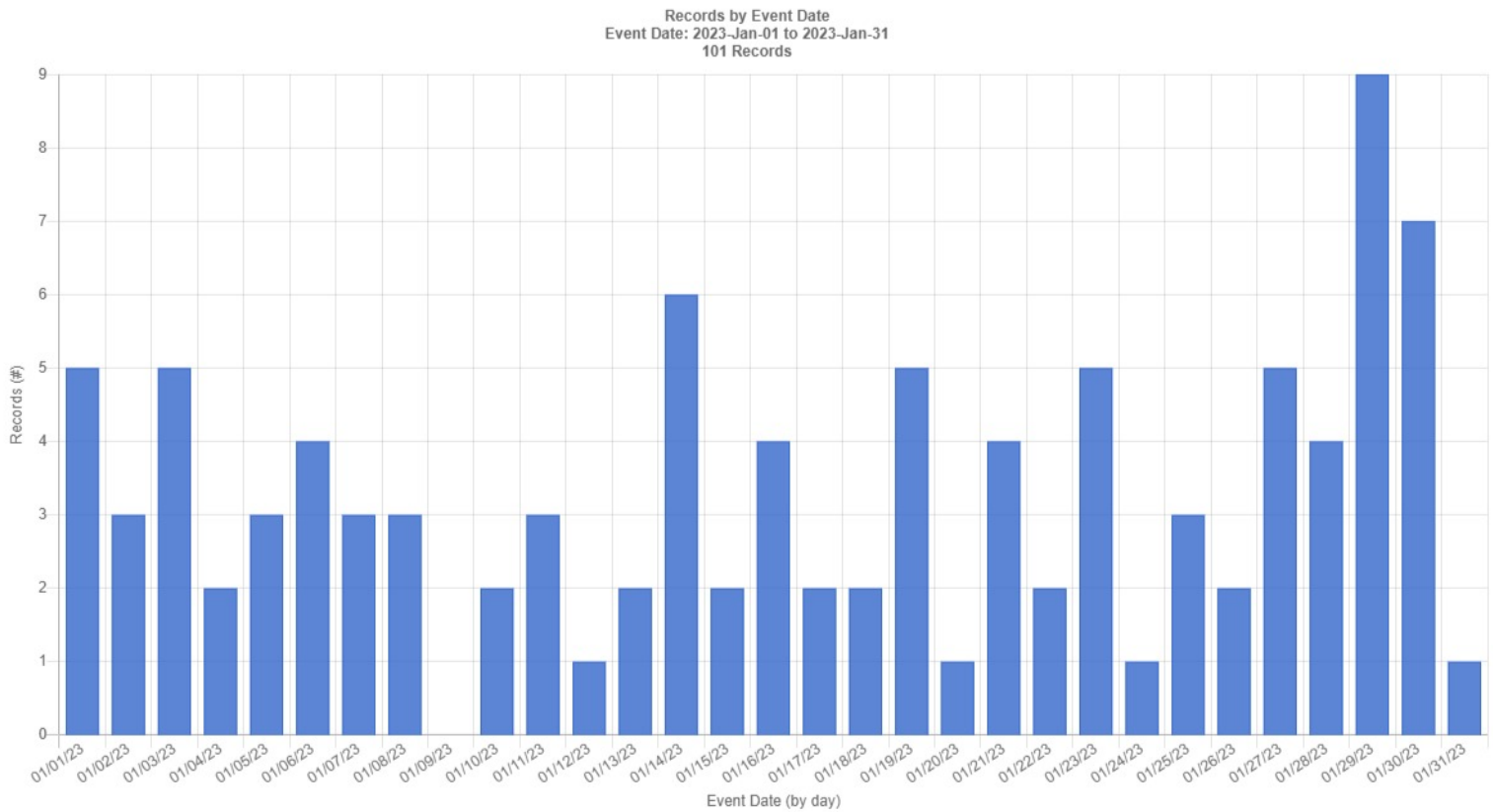
Map

🔴 Data filtered based on **Access Levels:** Event = **Location**. Operational = **Full**.

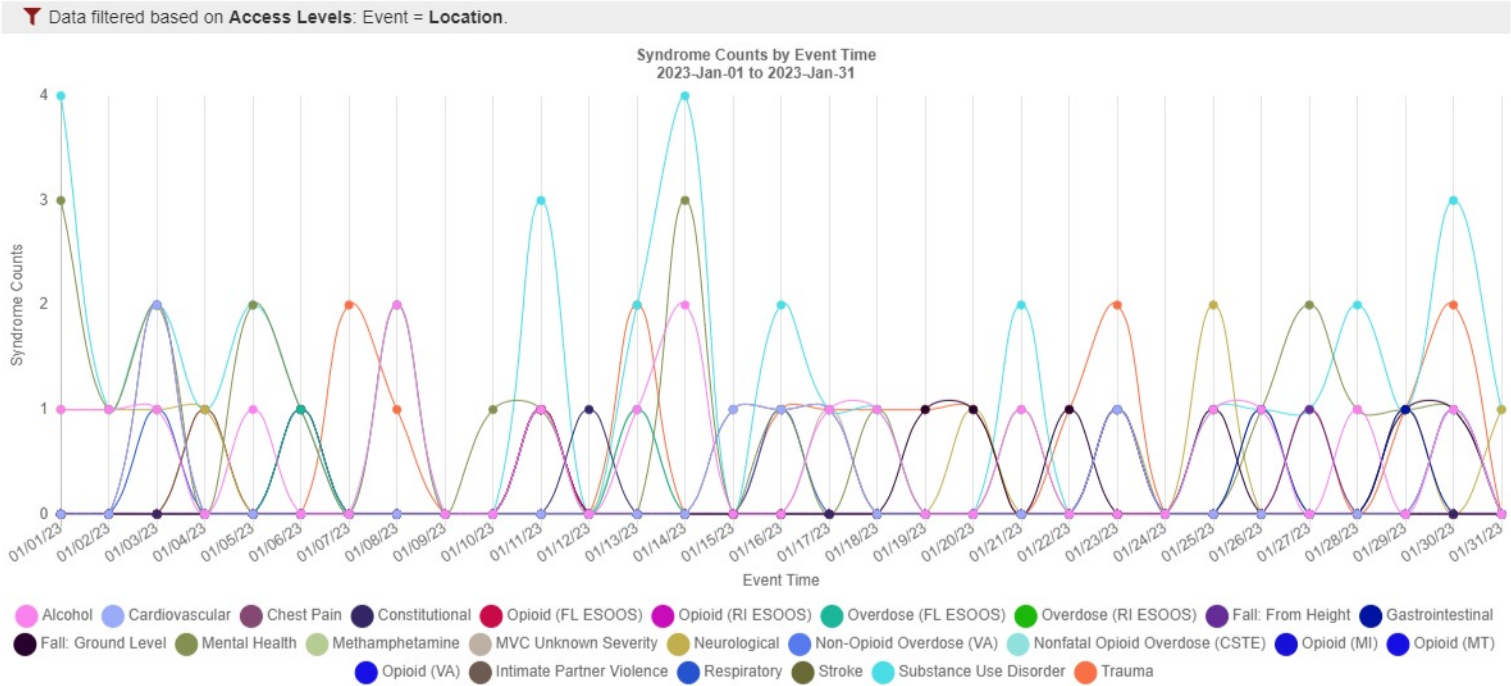


Data Explorer: Records by Event Date

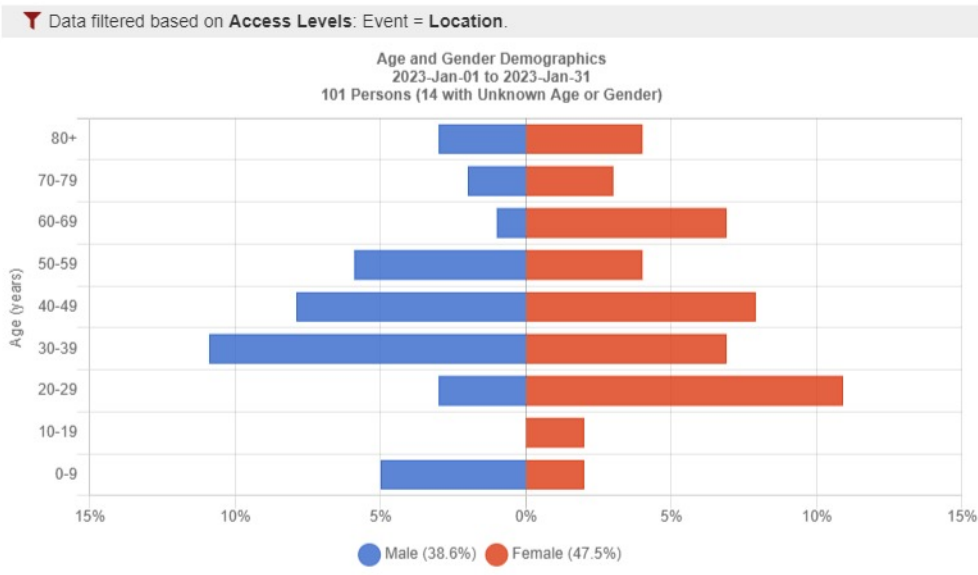
Data filtered based on **Access Levels**: Event = **Location**. Operational = **Full**.



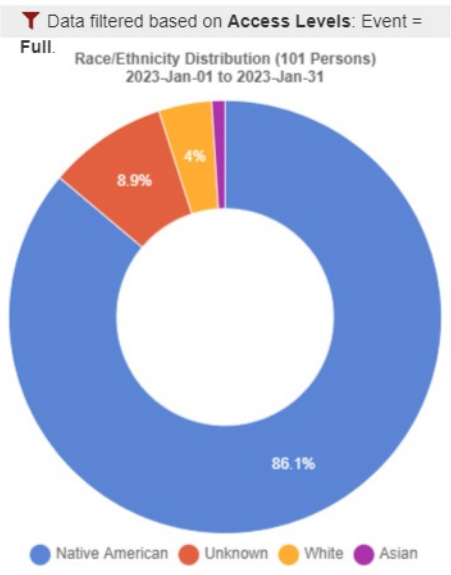
Syndrome Counts by Time



Age and Gender Distribution



Race/Ethnicity





State of Alaska Office of EMS



Certifies that

Bethel Fire Department

320 Chief Eddie Hoffman Highway Bethel, AK 99559

MEETS THE REQUIREMENTS ESTABLISHED PURSUANT TO ALASKA STATUTE 18.08.080 AND DELINATED IN TITLE 7, CHAPTER 26 OF THE ALASKA ADMINISTRATIVE CODE AND IS HEREBY LICENSED AT THE LEVEL STATED BELOW. THUS, THE AGENCY IS AUTHORIZED TO FUNCTION IN ACCORDANCE WITH THE SCOPE OF PRACTICE PERMISSIBLE FOR THE LEVEL OF LICENSE.

Emergency Medical Service Outside Hospitals

Advanced Life Support (ALS) Ground Service

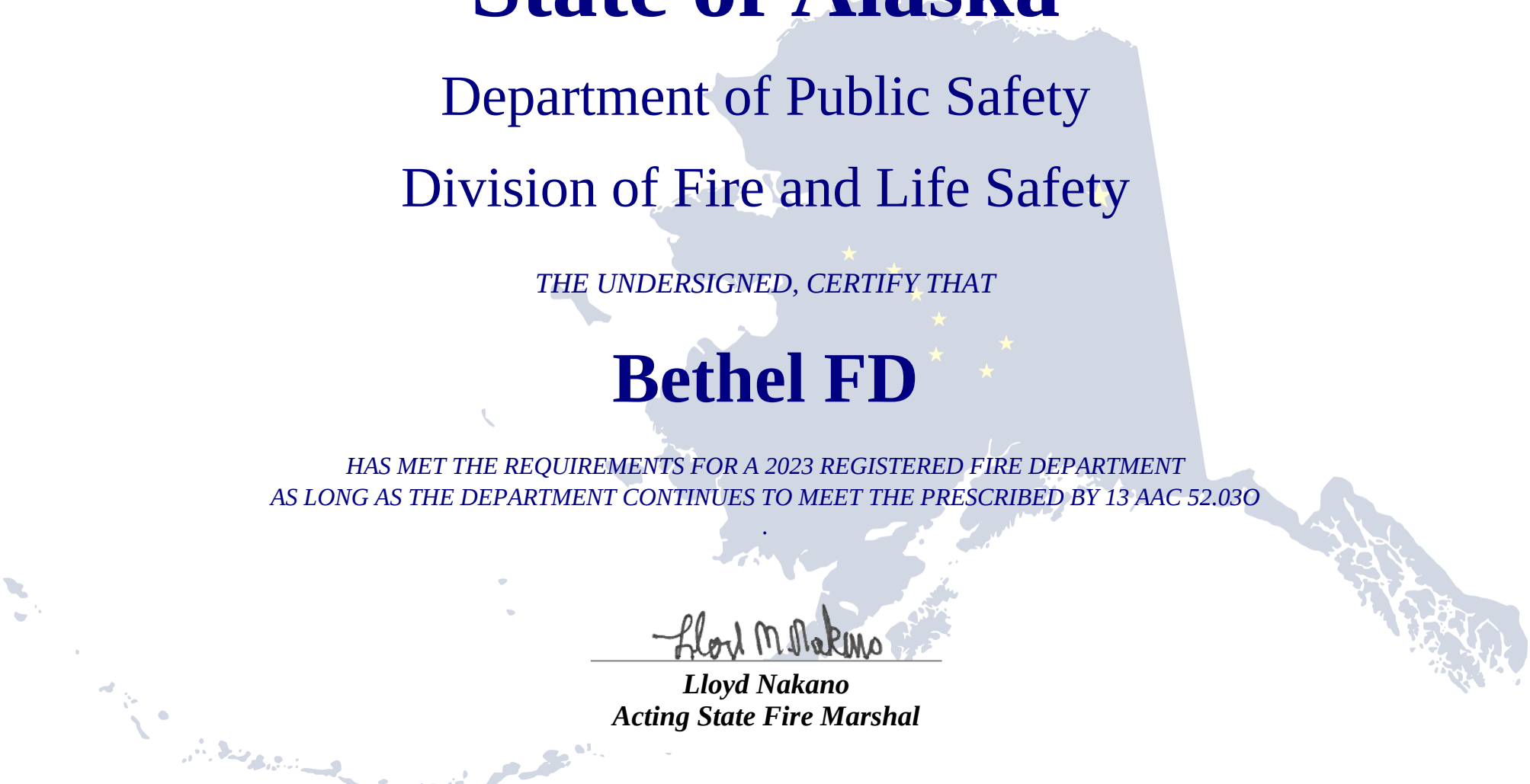
Issue Date: 12/30/2022

Expiration Date: 12/31/2024

License Number: 1680

A handwritten signature in black ink, appearing to read "T. Hall".

EMS OFFICE MANAGER



State of Alaska

Department of Public Safety

Division of Fire and Life Safety

THE UNDERSIGNED, CERTIFY THAT

Bethel FD

*HAS MET THE REQUIREMENTS FOR A 2023 REGISTERED FIRE DEPARTMENT
AS LONG AS THE DEPARTMENT CONTINUES TO MEET THE PRESCRIBED BY 13 AAC 52.030*



Lloyd Nakano
Acting State Fire Marshal

MEMORANDUM

DATE: February 7, 2023

TO: Peter Williams, City Manager

FROM: John Sargent, Grant Manager

SUBJECT: Grant Manager's Report for February 14, 2023 Bethel City Council Meeting



Grant Applications

Grant awarded – APEI FY 2024 Safety Grant (\$5,000). Funds will be used to purchase a drone to help with search and rescue and some Port operations. Expected drone cost: \$8,500.

Submitted

Community Transportation Grant (Section 5311) – Requested \$954,097. Funding will cover operating transit system for fiscal year 2024 and purchase of new transit vehicle and new heating system for transit building.

State of Alaska Capital Legislative Requests - \$66,998,000

1. New Public Works Building - \$38,000,000
2. Public Safety Communication Tower - \$500,000
3. Yukon Kuskokwim Fitness Center Gym & Track - \$10,500,000
4. Water Main Extension and Water Distribution Center - \$15,548,000
5. Dust Control Measures - \$2,450,000

2023 Camp Initiative Grant – Requested \$15,000 (maximum). Funding will cover camp scholarships for kids 5-13 who attend Healthy Activities Club camp at YK Fitness Center May 8 to Aug. 4, 2023.

FFY 2023 State Homeland Security Program Grant

I prepared and submitted the annual homeland security grant application and requested funding for the following projects:

1. Security fence around Streets and Roads Division property (surrounding old bus barn) - \$192,000
2. Virtual Reality Training Sets (2) for police department - \$76,000
3. FEMA Incident Command System training (ICS 300 & ICS 400) - \$11,228
4. FEMA Incident Command System training (Public Information Officer) - \$4,000

Preparing

Community Transportation Program (CTP)

I prepared a resolution for Bethel City Council action as part of this grant. City to submit application for funding of design and construction of Donut Hole Road. The road would start at Chief Eddie Hoffman Highway to the west of Ciullkulek Subdivision and proceed on mostly city land to Ptarmigan Street, just west of AVCP-RHA office building. The Central Planner directed City not to prepare application for box culvert on Ptarmigan Street. The CTP application is out and due February 28, 2023.

Transportation Alternative Program (TAP)

I am preparing two TAP grant applications for trail funding. The first trail will be from City Subdivision near the Sackett Hall dormitory across the tundra to the campus of YKHC. The second proposed trail is to replace the boardwalk in Pinky's Park with a gravel trail. The TAP application is out and due February 28, 2023.

Grant Administration

Homeland Security Grant FFY 2020

City acting to close the grant. City purchased all grant-funded items: extrication gear for Fire Dept., servers/body cameras and laser scanner for police department, and emergency operations plan update.

Homeland Security Grant FFY 2021

Fire Department received 1 mobile radio and 10 portable radios ordered. Waiting to receive batteries and chargers. Police Department to get Grant Manager detailed documentation on taser instructor trainings attended. Police Department to schedule investigator interrogation trainings.

Homeland Security Grant FFY 2022

Grant Manager to submit quote for the purchase of 9 portable radios for police department to the division of homeland security for approval.

JAG 2023 Drug Dog Grant

Jesse Poole is away at the FBI Academy for three months ending in April 2023. He will organize the drug dog purchase upon his return to Bethel.

Purchasing Agent Duties

RFPs

I prepared and issued a Request for Proposals for Sales Tax Services on January 6, 2022. Proposals are due February 21, 2023.

DOWL issued the Request for Bids document set for water and sewer improvements in the Avenues area. The project scope was reduced in order to have the cost come in closer to the maximum amount the City can acquire through USDA-RD. Bids are due March 8, 2023.

Current Grants and Loans

Active grants/loans: 19
Grant amount in play: \$24,990,246
Loan amount in play: \$8,423,786
33,414,032

#	Grant	Amount	Expiration
1	CSP - DHSS FY 2023	\$323,081	6/30/2023
	Police Department needs to spend grant money on cleaning supplies and winter and protective clothing. Expenses are tracking with grant amount available.		
2	USDA Loan - Avenues	8,250,000	None
	DOWL issued Request for Bids to hire a contractor to complete the Avenues water and sewer project. The project was scaled down from the original design in order to have the cost come in lower and match the maximum grant/loan available to the City through USDA-RD.		
	To do: Prepare report for USDA summarizing progress and expenditures.		
3	USDA Grant - Avenues	5,021,000	None
	The USDA grant cannot be spent until the loan funds are exhausted. The City will likely receive additional grant funding in USDA's next grant/loan offer.		
4	20SHSP-GY20 - Forensic software/body cameras	255,784	12/31/2022
	All items for this grant received. City to file Final Grant Report on or before February 15, 2023.		
5	21SHSP-GY21 - Radios and Training	71,000	9/30/2023
	Bethel Fire Department received 10 radios. Batteries and chargers have yet to arrive.		
	The Police Department needs to find a good course that meets the needs of investigator interrogation training and let me know so that I can complete the Procurement Method Report for approval by the Division of Homeland Security.		
6	22SHSP-GY22 - Police Radios	39,900	9/30/2024
	I must prepare the Procurement Method Report to the Division of Homeland Security for their approval to purchase the nine portable radios desired by the Police Department.		
7	Section 5311: Rural Area Formula (CARES Act)	731,328	9/30/2023
	The City continues charging all transit operating expenditures to this grant as directed by the Alaska Department of Transportation, Transit Division. The City anticipates spending the grant down before it expires September 30, 2023.		

8	COPS – School Violence Prevention Program-LKSD	500,000	3/15/2023
	School district received one proposal in response to issuing a request for proposals document. Negotiations are under way with proposer.		
	To do: File progress report and financial report when due.		
9	COPS Hiring Program - School Resource Officer (SRO)	125,000	6/30/2023
	SRO served from August 11, 2021 to May 25, 2022 on Bethel school campuses.		
	To do: Get info. from Finance Dept. Complete reports for reimbursement. Ask grantor for grant performance period extension. Bill LKSD for SRO salary not covered by grant.		
10	Yukon-Kuskokwim Health Corporation Diabetes Prevention & Control Program	\$4,738	None
	To do: Complete Final Report and close grant.		
11	FY 23 Alaska Public Entity Insurance Safety Grant	\$5,000	6/30/2022
	City applied for and was awarded a new safety grant to purchase one drone to be used in search and rescue operations and some Port of Bethel functions. Purchase must be made by June 30, 2023.		
12	Coronavirus Local Fiscal Recovery Fund (ARPA)	\$3,361,604	12/31/2024
	To do: Spend funds according to grant guidance. Complete first financial and progress report due by April 2023.		
13	Designated Legislative Grant YK Fitness Center Gym/Track Design	\$500,000	6/30/2026
	No money has been spent on the project thus far. Reports are filed on time.		
14	Justice Assistance Grant (JAG)	\$14,108	9/30/2023
	City signed grant agreement. This JAG award will fund most of the costs associated with the purchase and training with a drug dog.		
15	Healthy & Equitable Funding	\$37,703	5/31/2023
	The City Clerk is planning to take an online playground installer course so that she will be qualified to lead a team of volunteers to install the playground in Pinky's Park.		
16	Camp Initiative Grant	\$15,000	TBD
	Prepared and submitted a FY 2024 Camp Initiative Grant application for the same amount of money and use as last year.		

17	VSW Capital Improvement Project Grant	\$14,000,000	TBD
	VSW waiting on City's response on whether it completed everything listed in FY 2020 Audit corrective action plan.		
18	State Revolving Fund Loan – Drinking Water	\$86,893	6/29/2027
	The State paid the City \$86,893 in loan funds, City to return \$11,893 back to the State as loan payback minus the \$75,000 subsidy City keeps.		
19	State Revolving Fund Loan – Clean Water	\$86,893	6/29/2027
	I have one more invoice to upload in order for all loan funds to be disbursed to City. Once the City receives the money, it will return \$11,893 as loan repayment, and keep the \$75,000 subsidy.		

Memorandum

Date: February 1, 2023

To: Pete Williams, City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



January 2023 Current Events

- **Starlink Installed:**

This month, I was able to do something I've been trying to do for a very long time and that is put in a redundant Internet connection for the City to carry us during times of extended outages with our main provider. As Starlink is affordable right now, it is a perfect candidate for a secondary connection that has actually carried us through several hours of extended outages we had mid-January.

The Starlink constellation is very sparse over Alaska right now and so latency tends to fluctuate between ok and very bad. Bandwidth speeds follow that same trend though it is usually noticeably better than what we used to get. This service, much like with OneWeb, will continue to improve in time. As they get more and more satellites situated in the sky, we will see less outage windows and less latency.

I've managed to put the service in for the City buildings, but I will also be installing a dish for the YK fitness center. I am currently waiting on the hardware for this.

- **New Council Laptops:**

The council recently passed a budget modification so that we could procure them some new tablets/laptops. I had suggested that we do this for the upcoming budget year in a manager's report a few months back, so this allows us to get a jump on the task.

I have picked up the hardware and completed getting them set up. I hope that the new machines can provide the council members with some relief from some of the problems their current machines are giving them; possibly due to age.

- **New APSIN Terminals:**

Ever since I've been employed with the City of Bethel, the Police dept have always only had access to two APSIN terminals. If Bethel had the infrastructure in place, all cops would have access to APSIN in their squad cars, but unfortunately this is not something that can be done without tremendous capital to cover the City in a wireless network they could use irrespective of where they were located. To accomplish this, we would likely need to put up our own radio towers in every subdivision and section of town. I am working with the Dept of Public Safety (DPS) to try

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and set up two more static APSIN terminals at the Police Dept so more of their officers can get at APSIN data within their station.

- **FY24 Budget:**

Our Finance dept sent out budget worksheets with a request to have them completed by February 15. I was able to finish my FY24 budget well ahead of that deadline. My worksheet and the supporting breakdown documentation was sent to Finance and to the City Manager. Though the budget is 'complete', it is still possible to adjust it as we move into discussions with administration and, subsequently, council. This year is a hardware-refresh-year so we will be asking for a tad more in the equipment rental department.

- **Landlines Fixed:**

GCI and AT&T (FirstNet) were finally able to fix whatever the issue was with Bethel landlines reaching our cell phones. I am not sure what was causing the problem, but I am just happy that it was finally repaired. The issue had started mid-November 2022 and I have been trying to get them to fix it ever since. Calls from landlines were able to reach cell phones, but once the person answered, they would only hear echoes of themselves. Meanwhile, the landline caller wouldn't even know that the cell call was answered.

- **Normal Business:**

The rest of the month has been filled with normal daily trouble-ticket response for issues regarding printing, scanning, file access, and employee management.

Future Plans

- **Budget Refinement:**

As we delve deeper into 2023, the current plan will be to further refine our FY24 budget. I will also need to consider what capital projects might be good for this year.



Bethel Transit System
PO Box 1388
370A 4th AVE
Bethel, AK 99559-1388
www.cityofbethel.net
(907)543-3039

January 2023 Transit Report

January started out with average ridership but slowed down when extreme temperatures hit our area. The Transit Barn didn't do too well heat wise inside the bay where the temperature dipped to 20 degrees for a few days causing water pipes to freeze and bust at a few spots. Had to shut off the water zone as well. Notified Property Maintenance and was told that they are very busy and will get to barn when they are all caught up. Having issues with the garage door opener as well. After so many cycles of opening and closing, the door will not close after being opened. The door is closed manually when this happens and have to connect it again and it starts again.

The following is the ridership count for the month: **Seniors-396, Youth-9, Adults-100, Disabled-74, Pass Riders-246.** Bus 440 logged a total of **2,759.6** miles for the month as well as being serviced for monthly maintenance and oil changed on the 14th. **450.859** gallons of fuel was pumped in as well.

The bus fare revenue totaled \$1,116.00.

Evon A. Fox, Jr.
Transit Manager

City of Bethel Public Relations

Report - January 4, 2023

BY THE NUMBERS

65	11	22,822	61
Facebook Posts Drafted/Posted by BR (from contract start)	Total Facebook Page Posts (past 28 days)	Total Facebook Post Reach (past 28 days)	New Facebook Page Followers (past 28 days)

TOP PERFORMING POST (PAST 28 DAYS)

Most Engagement

Post Impressions 12,795
Post Reach 12,022
Post Engagement 6,783
Reactions - 340 Comments - 95 Shares - 103 Other Clicks- 3,815



City of Bethel, Alaska

December 30, 2022 at 10:21 AM · 🌐



PRESS RELEASE

Press Release

On 7/5/2021, Bethel Police Department received a call for service regarding a Taxi Cab driver that had been shot on the 200 Block of Ptarmigan. The Taxi Cab driver was transported to YKHC for medical treatment and has since made a recovery.

After an extensive investigation by members of the Criminal Investigations Division, Detectives secured a search and arrest warrant for Maggie James in connection with this shooting. On 12/27/2022, Bethel Police Department personnel were able to make contact with Maggie James in the 400 Block of Owl Street where she was arrested without incident and subsequently remanded to YKCC on charges of Assault in the 1st Degree, Robbery in the 1st Degree, and Vehicle Theft in the 1st Degree.



BETHEL POLICE DEPARTMENT

Press Release

On 7/5/2021, Bethel Police Department received a call for service regarding a Taxi Cab driver that had been shot on the 200 Block of Ptarmigan. The Taxi Cab driver was transported to YKHC for medical treatment and has since made a recovery. After an extensive investigation by members of the Criminal Investigations Division, Detectives secured a search and arrest warrant for Maggie James in connection with this shooting. On 12/27/2022, Bethel Police Department personnel were able to make contact with Maggie James in the 400 Block of Owl Street where she was arrested without incident and subsequently remanded to YKCC on charges of Assault in the 1st Degree, Robbery in the 1st Degree, and Vehicle Theft in the 1st Degree.

IN THE LOOP - MONTHLY NEWSLETTER

172	51.2%	179	8
Sucessful Email Newsletter Deliveries (December 2022 Issue)	Email Newsletter Open Rate (December 2022 Issue)	Total E-Newsletter Subscribers (as of this report)	New E-Newsletter Subscribers (past 30 days)

IN THE LOOP

City of Bethel Newsletter – February 2023

In this edition...

- Bethel PD Achievements
- AML Winter Conference
- Fire Department Updates
- AML Winter Conference
- Finance Department Updates
- The City is Hiring!
- IT Department Updates
- City Council Meeting Schedule

Bethel PD Achievements

During the City Council meeting held on January 24, Chief Hicks had the privilege of honoring two outstanding members of the Bethel Police Department. Sgt Evan was presented with the 2022 Chief Thomas Dillon Officer of the Year Award. Dispatch Supervisor Smith was presented with the 2022 Civilian Employee of the Year Award. Congratulations Sgt Evan and Dispatch Supervisor Smith. Thank you for your committed service to the citizens of Bethel.



Fire Department Updates

The Fire Department recently received its recertification as a State of Alaska Advanced Life Support Ambulance Service, which is pivotal in community aid and support.

There is ongoing recruitment for volunteer members to serve as firefighters, ETT/EMT's, and support personnel. If you are interested in attending a Firefighter-1 course this Spring, please call the Fire station at 907-543-2131. In recent news, the Fire Department hired one Firefighter/EMT, who will start on February 1, 2023, as well as one temporary Firefighter.

Currently, there are also several staff vacancies that need to be filled:

- One Firefighter/EMT (PS2A, \$52,373/yr + DOE) position.
- One Fire Lieutenant (PS4A, \$67,336/yr + DOE) position
- One Administrative Assistant (Range 4) position

AML Winter Conference

Mayor Henderson, Vice-Mayor Batchelor, Council Member Springer, and Council Member Swope are traveling to Juneau for the Alaska Municipal League (AML) Winter Conference, February 22-24, 2023.

City representatives use this travel as an opportunity to:

- Hear from State agency officials
- Learn more about current legislation and activities
- Visit with legislators and legislative staff
- Address priority issues
- Contribute to AML's legislative strategy
- Advance AML's legislative priorities
- Learn more about specific topics relevant to municipal government
- Connect AML members with legislators and administration officials

Finance Department Updates

The Finance Department currently has several staff vacancies that need to be filled:

- Finance Director
- Front Desk/Utility Billing (one vacancy)
- Accounting Specialist II (one vacancy)
- Temporary Position (two vacancies)

Visit the following web page to view the application process and job description for each position. <https://www.cityofbethel.org/employment>

Make sure to submit applications to: humanresources@cityofbethel.net

The City is Hiring!

Human Resources Department Head, Larisa Bogunovic, represented the City at Project Homeless Connect on January 31st. Project Homeless Connect takes place 2-4 times a year and serves as an opportunity for people experiencing housing insecurity to obtain a variety of services in one convenient location. The most recent program also served as a job fair.

Larisa will also be attending the first Saturday Market in February on February 11, where a booth will be set up with open vacancies, benefit information, and applications.

Open Vacancies as followed:

1. Finance Director.
2. Mechanic.
3. Utility Maintenance Foreman.
4. City Planner.
5. Account Specialist.
6. Temp Hauled Utility Drivers/50 per hour/no benefits.
7. Accounting Clerk.
8. Utility Maintenance Worker.
9. Hauled Utility Driver/Full time.
10. Firefighter/EMT.

Learn more: <https://www.cityofbethel.org/employment>

IT Department Updates

Siklu Network

The City IT department has been exploring options to somehow create a new internal network to allow for faster data transmission between City buildings. The connections it had been using were the same that it used in 2010 which are no longer sufficient to handle the data transmissions of files for employees. Though we had the option to pay for a speed upgrade from the current solution; attaining the speeds that we were hoping for would have been a monumental recurring cost to the City. As such, we have worked with our networking partners, Alaska Communications, to spec out and install new wireless point-to-point devices that will allow us to send data back and forth at much higher speeds and in much greater quantity. The project was completed this year and, with the subscription savings we no longer have to pay, should pay for itself within the next few budget years. This has the added bonus of allowing its new OneWeb Internet service to reach all buildings without being bottlenecked.

OneWeb Cutover

The City, like most Bethel residents, have felt the pain of its Internet services being dreadfully behind the curve for many, many years. From limited low data caps to excruciatingly slow bandwidth, it has been hard for the City to keep up with ever-progressing technologies that have shifted to living in the cloud. Most any information you need will be pulled from some

remote server or streamed through some remote service. In order to keep up with the times, the City had to find an option that would give it a speed infusion. OneWeb answered that call. Though the service is still far from perfected as it continues to complete its satellite constellation above the arctic, the speeds we have seen have offered much needed relief in the tasks that allow each City employee to do his or her job. Additionally, having access to better bandwidth may assist in future services the City might provide to its customers.

City Council Meetings

The City Council meets the 2nd and 4th Tuesday of every month at 6:30pm at City Hall, 300 State Highway. The public can also attend by zoom. Go to www.cityofbethel.org/councilmeetings for more details.

Here is the 2023 meeting calendar:

January	10	24
February	14	28
March	14	28
April	11	25
May	9	23
June	13	27
July	11	25
August	8	22
September	12	26
October	10	24
November	14	28
December	12	-

City of Bethel, Alaska

City Clerk's Office

Council Meetings

February 14, 2023, Regular City Council Meeting

February 16, 2023, Special Meeting with ONC Traditional Council

February 28, 2023, Regular City Council Meeting collaboration

- Processed eight passport applications.
- Processed one burial permit .
- Assisted the Finance Ex Officio in the preparation of a code amendment.
- City Clerk started the Public Information Officer Awareness FEMA courses. Completed the PIO Independent Study Course IS-29. A Public Information Officer Awareness training and passed the test.
- Researched mill rates for excise tax on cigarettes following a question from finance. Provided explanation to finance team on how the rates is calculated and what the new rate should be.
- Researched the Port Tariff and Code in coordination with Ordinance 23-02.
- Created a spreadsheet showing the % variation of market average min, mid, and max for the union employees under the current pay scale, and two alternative pay scales. Provided the bargaining team a starting point review for new classifications for some union employees. This has consumed many hours but will provide the bargaining team and the union a good data driven explanation of the recommendations from the Pontifex Study.
- Worked with Chief Hicks to get the Police Department's Facebook page linked with the records archival system so the social media page is in compliance with our records retention program. Provide Chief and his staff with a copy of the social media policy.
- Beginning to develop trainings on demand videos. Completed the first video which covers, municipal government generally. Next one will go over council/committee documents.
- Continued to research Essential Air Service (EAS) to determine why the City of Bethel isn't considered an eligible community-turns out we are. Created a resolution requesting the Department of Transportation perform an Essential Air Service Determination on Bethel to confirm the current flight levels meet the minimum needs of the region. If they don't, the commercial carriers may obtain a stipend to extend flight operations to the community.
- Reviewed Capital Improvement Plan and updated the budget ordinance associated.
- Trying to organize meetings with state officials in Juneau during the Council Member's trip.
- Received confirmation the playground equipment for Pinky's Park has shipped from the vendor and will be on the first barge. Will be working to organize a community build of the equipment.

Community Parks and Recreation Committee	full	1
Planning Commission	full	full
Port Commission	2	2
Public Safety and Transportation Commission	full	2
Community Action Grant Technical Review Board	1	2
Public Works Committee	4	2
Finance Committee	2	2
Ethics Board	full	1

Committee Name 2023 Attendance

Regular Meetings

Member Name	8-Mar	16-Mar	14-Jun	22-Jun	13-Sep	21-Sep	8-Nov	16-Nov				
Louise Russell												
Leif Albertson												
Miranda Robb												
Lucinda Alexie												
Nikki Pollock												
Henry Batchelor												

Special Meetings

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

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 the chair, a motion to overule the decision of the chair can be made

Fails to attend 65% of special meetings.

decision of the chair can be made.