



CITY OF BETHEL

PLANNING COMMISSION

THURSDAY, MARCH 9, 2023, 6:30 PM

LOCATION: 300 CHIEF EDDIE HOFFMAN HIGHWAY, BETHEL ALASKA

Join Zoom Meeting: <https://us06web.zoom.us/j/86346034837?pwd=K1pRalhblg0VDBpdGt5b3IRQlcxQT09>

Meeting ID: 863 4603 4837 Passcode: 221221

Phone Toll Free: 888 475 4499 833 548 0276
833 548 0282 877 853 5257

MEMBERS

Kathy Hanson, Chair Lorin Bradbury, Vice Chair
Alex Wasierski Stosh Hoffman
Jess Schroeder Greg Morgan
Sophie Swope, Council Rep.

STAFF

Pauline Boratko, Ex Officio Member
planning@cityofbethel.net
907-543-5301

I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

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

IV. APPROVAL OF AGENDA

V. APPROVAL OF MEETING MINUTES

- A. December 8, 2022 Meeting Minutes
- B. January 12, 2023 -no meeting
- C. February 9, 2023- no meeting

VI. SPECIAL ORDER OF BUSINESS

- A. Election of the 2023 Chair and Co-Chair of the Planning Commission

VII. UNFINISHED BUSINESS

- A. LKSD Ayaprun School Traffic Impact Analysis Report Review

VIII. NEW BUSINESS

- A. Declaring a Seat Vacant per BMC 2.60.030 (F)
- B. Bethel 2045 Comprehensive Plan Land Use and Zoning Review
- C. Annual Review of Commission Power and Duties

IX. EX OFFICIO REPORT

X. MEMBER COMMENTS

XI. ADJOURNMENT

Posted 03/03/2022 at City Hall, AC Co., Swanson's, and the Post Office.

Name, Ex-Officio Staff

City of Bethel, Alaska

Planning Commission

December 8, 2022

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

A regular meeting of the Planning Commission was held virtually via Zoom and in person at the City Hall Council Chambers in Bethel, Alaska on December 8, 2022. The Recorder of the Commission, Pauline Boratko called the meeting to order at 6:31 PM.

II. ROLL CALL:

Compromising a quorum of the Commission, the following members were present for roll call: Alex Wasierski, Shadi Rabi, Haley Hanson, and Greg Morgan

Excused Absence: Kathy Hanson, Lorin Bradbury, and Jessica Schroeder

Unexcused absence: Council Rep. Sophie Swope, and Stanley Hoffman Jr.

Also Present: Pauline Boratko, Recorder

MOVED:	Shadi Rabi	Motion to nominate Alex Wasierski to chair the meeting in the absences of both the Chair and Vice Chair of the Planning commission.
SECONDED:	Greg Morgan	
VOTE ON MOTION	Unanimous	

III. PEOPLE TO BE HEARD: no one wished to be heard

IV. APPROVAL OF THE AGENDA:

MOVED:	Greg Morgan	Motion to approve the agenda.
SECONDED:	Shadi Rabi	
VOTE ON MOTION	Unanimous	

V. APPROVAL OF THE MINUTES:

MOVED:	Greg Morgan	Motion to approve regular meeting minutes for November 10, 2022
SECONDED:	Haley Hanson	
VOTE ON MOTION	Unanimous	

VI. SPECIAL ORDER OF BUSINESS:

VII. UNFINISHED BUSINESS:

VIII. NEW BUSINESS:

A. Declaring a seat vacant per BMC 2.30.030 F:

MOVED:	Shadi Rabi	Motion postpone new business item A. Declaring a seat vacant per BMC 2.30.030 F to the January 2023 regular Planning Commission Meeting
SECONDED:	Greg Morgan	
VOTE ON MOTION	Unanimous	

IX. PLANNER'S REPORT:

X. COMMISSIONER'S COMMENTS:

S. Rabi-no comment.
H. Hanson-no comment.
G. Morgan-no comment.
A. Wasierski-no comment.

X. ADJOURNMENT:

MOVED:	Shadi Rabi	Motion to adjourn the meeting.
SECONDED:	Haley Hanson	
VOTE ON MOTION	Unanimous	

With no further business the meeting adjourned 6:39 pm

APPROVED THIS ____ DAY OF _____, 2022

Kathy Hanson, Chair

ATTEST: Pauline Boratko, Recorder

City of Bethel, Alaska

Planning Commission

January 12, 2023

Regular Meeting

Bethel, Alaska

THE REGULAR JANUARY 12, 2023 PLANNING COMMISSION MEETING WAS CANCELLED DUE TO THE LACK OF PUBLIC NOTICE.

APPROVED THIS ____ DAY OF _____, 2023

Kathy Hanson, Chair

ATTEST: Pauline Boratko, Recorder

City of Bethel, Alaska

Planning Commission

February 9, 2023

Regular Meeting

Bethel, Alaska

THE REGULAR FEBRUARY 9, 2023 PLANNING COMMISSION MEETING WAS CANCELLED DUE TO THE LACK OF PUBLIC NOTICE.

APPROVED THIS ____ DAY OF _____, 2023

Kathy Hanson, Chair

ATTEST: Pauline Boratko, Recorder



City of Bethel

SITE PLAN PERMIT

Permit #: 22-65

Date: 08/19/2022	Applicant: Lower Kuskokwim School District	Intended Use: Public Lands & Institutions
Legal Description: Plat 09-18	Address: 1004 Ron Edwards Memorial Dr.	

AUTHORIZED/MANDATORY IMPROVEMENTS: Construction of 53,865 square foot new Ayaprun School (kindergarten through grade 6), including storage mezzanine, mechanical platform, gymnasium, language and cultural center offices, parking lot, fire access road, boardwalks, play deck, play court, landscaping, and public access road from Ridgecrest Drive.

CONDITION OF APPROVAL:

Perform Traffic Impact Analysis Study and Execute Mitigative Measures

This Site Plan Permit is being approved with the condition that LKSD provide a Traffic Impact Analysis (TIA) Study completed by a registered engineer that will sign and seal the final TIA. The TIA should begin once school restarts in the fall of 2022 to determine the degree or extent to which this proposed land use development and the traffic it is expected to generate, will affect the adjacent transportation system on Ridgecrest Drive.

There is current rush hour traffic congestion on Ridgecrest Drive generated from the existing school campus driveways on the north end of the property. The additional trips to and from the planned school campus from the planned driveway on the south side of the property may compound the wait times for left-hand turns to and from the property on all driveways.

The objective of this study is to identify the impact of the new Ayaprun School will have on existing traffic congestion and safety and provide a basis for determining what steps the LKSD needs to take to mitigate those impacts.

Upon completion of the draft study report, LKSD shall meet with City staff to discuss and agree on what mitigation measure LKSD will take to alleviate the problem. Only after City review of the draft study report could LKSD finalize the report. The City will sign a "Certificate of Occupancy" once the agreed upon mitigation has been performed to the City's satisfaction.

TIA SCOPE OF WORK

Prepare a methods and assumptions memorandum documenting assumptions for the traffic impact analysis. The memorandum should include the study intersections (i.e., those that are likely impacted), days and times of turning movement data collection, analysis years and peak periods to study, trip generation rates (i.e., Institute of Transportation Engineers or locally derived rate from similar development), trip distribution (i.e., entering versus exiting volumes in the peak hour), and background traffic growth rates (i.e., historical or accounting for volumes from other nearby developments). Impacted intersections likely include Ridgecrest Drive & Akakeek Street, Ridgecrest Drive & Atsaq Street, Ridgecrest Drive & Ron Edwards Memorial Drive, and Ridgecrest Drive & Ptarmigan Street.

Conduct traffic impact analysis and prepare final Traffic Impact Analysis report. Collect or project turning movement count data at the study intersections and retrieve annual average daily traffic along the nearby street segments. Develop future background and development traffic volumes at the study intersections. Analyze existing and future traffic operations (level of service) using Highway Capacity Manual 6th Edition methodologies for unsignalized intersections. Determine whether development volumes cause intersections to operate at a worse level-of-service or cause delay to increase above thresholds shown in the Municipality of Anchorage TIA Policy document or thresholds agreed upon by the City of Bethel. Identify mitigation measures (e.g., add turn lanes, convert to roundabout, etc.) to improve level-of-service and decrease delay if warranted, while documenting the impacts of the recommended mitigation measures.

PER SITE PLAN PERMIT APPLICATION ON FILE

Issued by: Ted Meyer, City of Bethel Planner

LKSD AYAPRUN SCHOOL REPLACEMENT

TRAFFIC IMPACT ANALYSIS

Prepared For:

Lower Kuskokwim School District
PO Box 305
Bethel, Alaska 99559

Prepared By:

CRW Engineering Group, LLC
Anchorage, Alaska

January 2023



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- A Existing Turning Movements
- B Traffic Data
- C Synchro Data and Results

I. INTRODUCTION AND SUMMARY

This report analyzes the traffic impacts from the proposed Ayarprun school to the adjacent transportation infrastructure and analyzes existing and future conditions on Ridgecrest Drive in the project area.

The objective of this study is to supply traffic analysis findings to the City of Bethel, in compliance with the requirements for driveways not part of highway construction (17 AAC 10.060). The scope of this study was determined based on discussions with the City of Bethel.

Study objectives discussed in this report include:

1. Existing traffic conditions during the weekday peak hours;
2. Trip generation and distribution estimates for the proposed development;
3. Traffic impacts associated with the proposed development; and
4. Potential improvements required to maintain acceptable traffic operations.

II. PROPOSED DEVELOPMENT

A. SUMMARY OF DEVELOPMENT

1. Location

The Ayaprun Elitnaurvik (Ayaprun) School will be relocated from its current location on Chief Eddie Hoffman Highway to the Lower Kuskokwim School District (LKSD) campus located on Ridgecrest Drive just east of the intersection with Atsaq Drive.

2. Land Use & Intensity

The project footprint will improve approximately 7 acres located on the LKSD campus. The campus currently includes Mikelnguut Elitnaurviat (ME) Elementary School, Gladys Jung (GJ) Elementary School, the Bethel Regional High School (BRHS), a preschool, the LKSD administration building, and assorted maintenance and support facilities.

The current Ayaprun School operates out of an existing building (old movie theater) located on Chief Eddie Hoffman Highway, near the hospital. LKSD plans to terminate their lease of this existing building and move into the new school building, currently under construction. The new 53,000 sqft Ayaprun School will include 15 classrooms, provide for 30 faculty and serve approximately 170 students.

The City of Bethel has a published 2035 Comprehensive Plan. The plan provides a guide for the development of the community with set goals and strategies to achieve those goals in the long term. The Comprehensive Plan identifies the area surrounding the LKSD campus as mixed-use residential. The plan also recognizes the LKSD campus in its current location. Further details regarding the Comprehensive Plan's desires for transportation is included in Section III.

3. Site Plan

A site plan of the proposed improvements is shown in Figure 3. Primary vehicle egress from and ingress to the Ayaprun school site will be provided by a new driveway connecting to the City's Ridgecrest Drive. The driveway width will be 26 feet to facilitate emergency vehicles, and features return radii sufficient to accommodate vehicle turning movements. Secondary access to the school site will be via Ron Edwards Memorial, which also serves as the main access for BRHS and Administration Building.

Vehicle traffic entering from Ron Edwards Memorial has a choice of accessing either parking area dedicated to Ayaprun or the Administration and BRHS. The proposed parking lot layout provides interconnectivity for the users. Vehicle traffic entering from Ridgecrest Drive into the Ayaprun parking lot may navigate to the parent/bus drop-off zone fronting the school or elect to park and walk into the school. Drivers will also be allowed to navigate through the Ayaprun parking area to access the easterly parking lot serving the BRHS and Administration Building.

All drive aisles within both parking lots are 26 feet wide to accommodate emergency vehicle passage and more room for driver comfort. All drive aisles allow for two-way traffic, with the exception of the parent drop-off/bus parking, which is one-way only route.

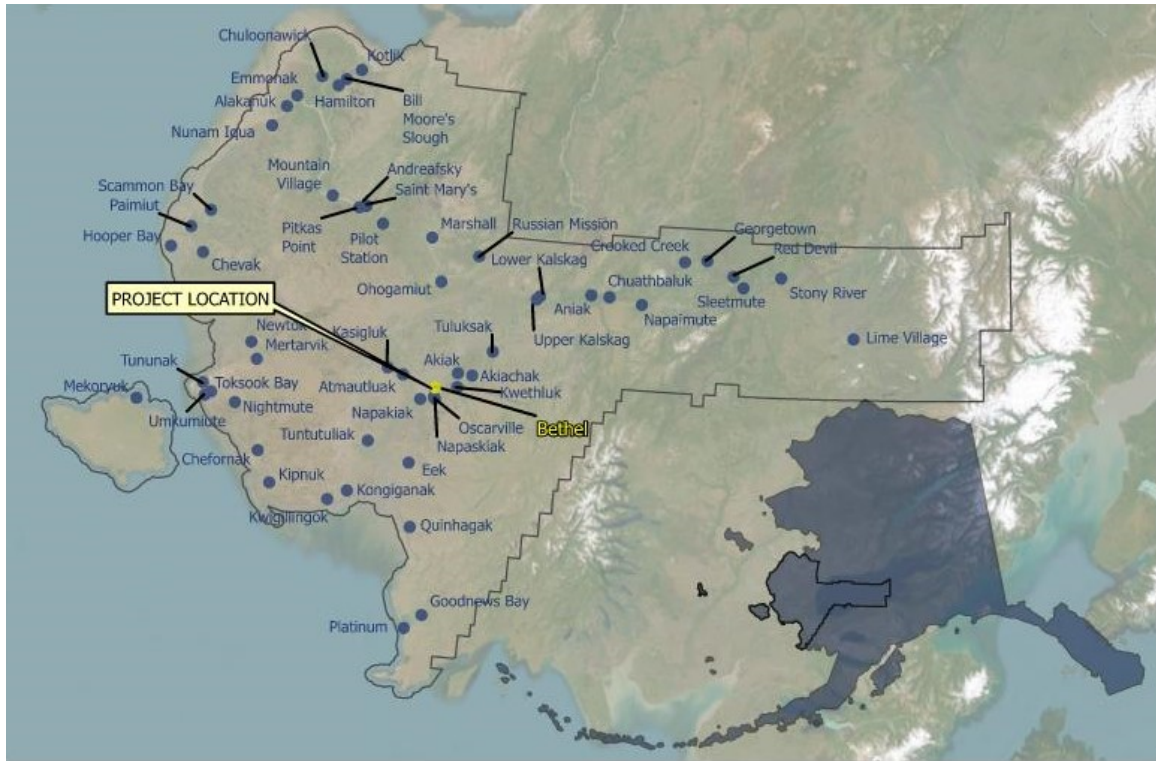
The parent drop-off zone is strategically located on the beginning (west) side of the one-way entrance to provide these drivers an efficient and safe route to drop off and pick up students. The number of parents dropping off students will exceed the number of busses, and will therefore be allowed to enter the drop-off/pick-up zone to momentarily stop while loading or unloading students, and then exit into the parking lot. Exiting vehicles will access the driveway connecting to Ron Edwards Memorial, which facilitates final exit from the site. This drive aisle is a direct route and reduces routing through parking areas to help limit parking lot congestion. Busses parking along the east side will be provided access through the Administration Building and BRHS parking area as they exit the site.

Pedestrian access from Ridgecrest Drive to the Ayaprun site will connect to the school site near the dumpsters. A boardwalk running along the service driveway will connect to the main boardwalk area on the north side of the school for main building entrance or continue on to the BRHS. Pedestrian access between Ridgecrest Drive and the Administration Building will continue to use the existing wood boardwalk immediately north of the new parking area.

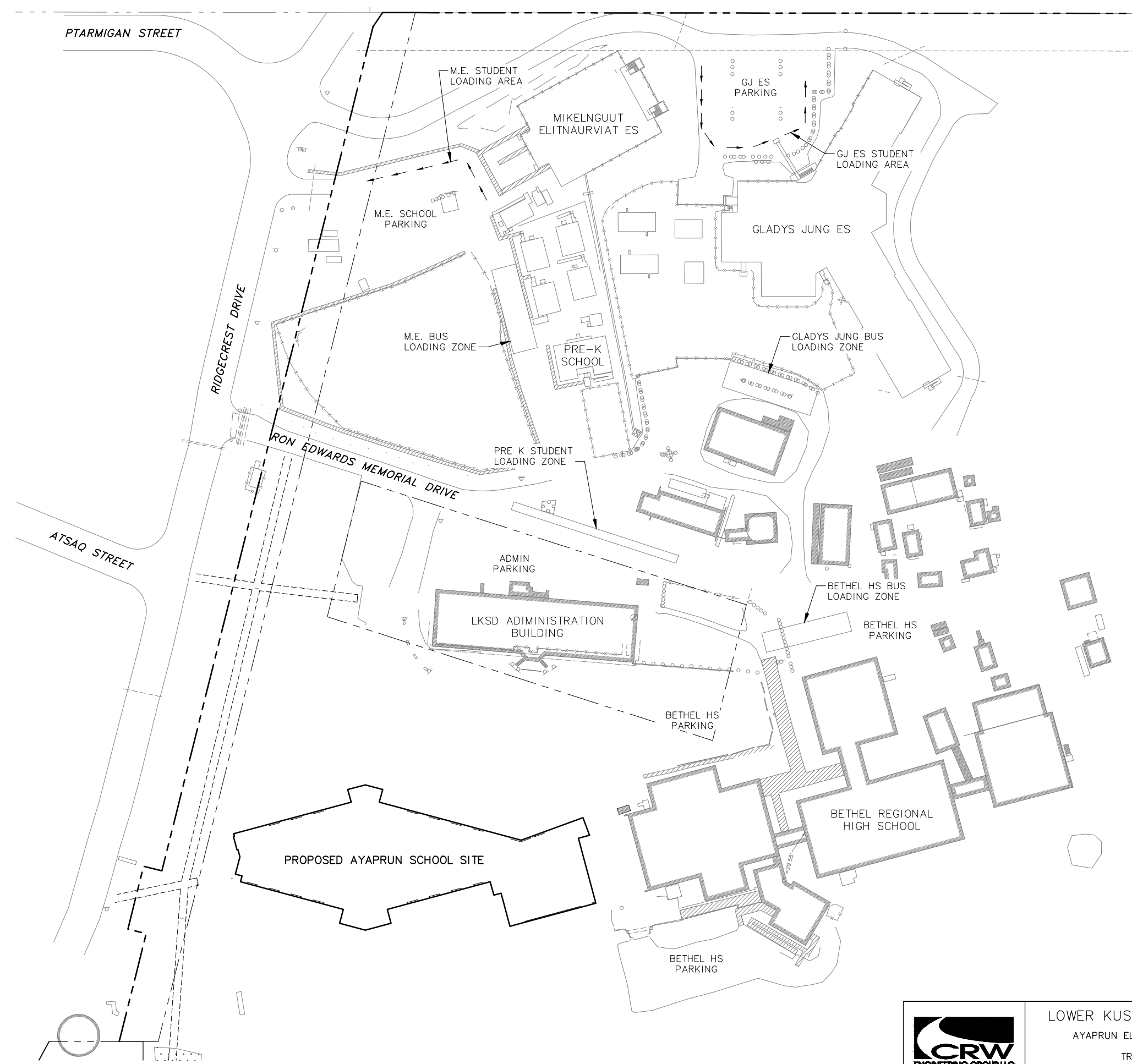
B. PROJECTED SCHEDULE

Construction for the school site is currently under way. The school is anticipated to open in the fall of 2023.

Figure 1 – Vicinity Map



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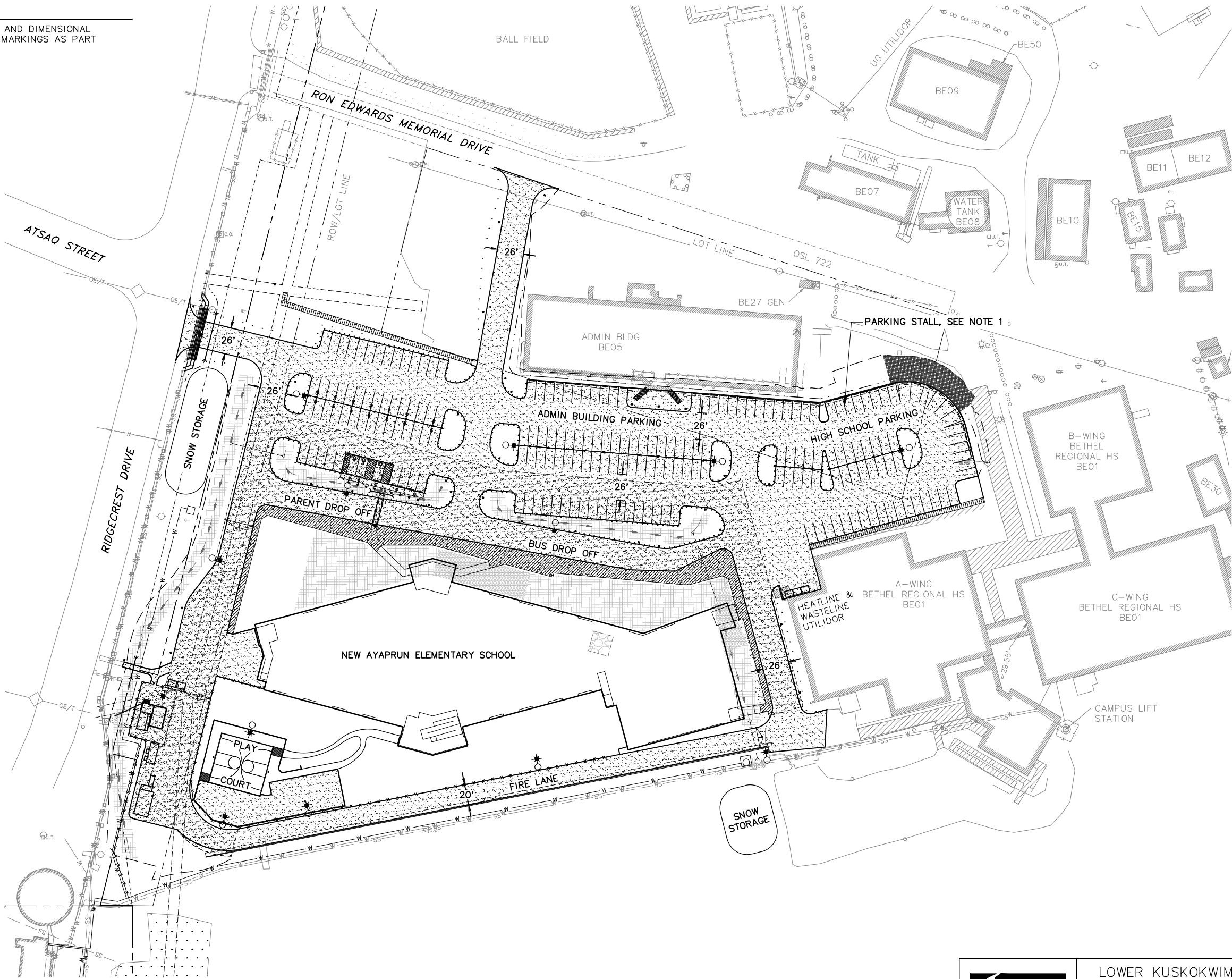
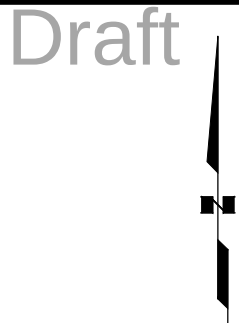


LOWER KUSKOKWIM SCHOOL DISTRICT
AYAPRUN ELITNAURVIK REPLACEMENT SCHOOL
BETHEL, AK 99559
TRAFFIC IMPACT ANALYSIS
EXISTING CONDITIONS PLAN

DATE	12 2022
SCALE	GRAPHIC
FIGURE	2

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NOTE:
1. SHOWN FOR INFORMATIONAL AND DIMENSIONAL PURPOSES ONLY. NO PAINT MARKINGS AS PART OF THIS PROJECT.



PROJECT: 72415.03
STATUS:



LOWER KUSKOKWIM SCHOOL DISTRICT
AYAPRUN ELITNAURVIK REPLACEMENT SCHOOL
BETHEL, AK 99559
TRAFFIC IMPACT ANALYSIS
SITE PLAN

DATE
12 2022
SCALE
GRAPHIC
FIGURE
3

III. AREA CONDITIONS

A. STUDY AREA

The study area is limited to the two proposed driveways, the existing school campus including the two existing school driveways on Ridgecrest Drive.

B. TRANSPORTATION STUDIES AND PLANS

Traffic counts at the existing LKSD campus driveways and the existing Ayaprun School were completed in November of 2022. The results of these counts are included in Appendix A.

The Bethel 2035 Comprehensive Plan provides guidance and recommendations for addressing Bethel's transportation needs for the next 25 years. The plan identifies several key goals and strategies for transportation infrastructure. Goals that apply to this development include:

- *Goal 2: Develop a safe and efficient road system.*
 - *Objective A: Ensure adequate funding for road improvements.*
 - *Objective B: Provide a safe and efficient street network to meet current needs and future development.*
 - *Strategy 2: Improve the safety of the road network.*
 - *Objective C: Design and Build roads to reduce the number, length, and cost of business and personal trips.*
 - *Strategy 2: Create more direct access between trip generators.*
 - *Policy 2b: Design future street networks so they have multiple connections and relatively direct routes.*
 - *Strategy 3: Address access and development issues caused by unplanned development.*
 - *Policy 3e: Minimize connections and driveways on arterial and collector streets.*
 - *Strategy 7: Use the City's land use authority to link expansion of the road system with the land use and utility/community facilities goals and strategies.*
 - *Policy 7g: Site plans shall identify opportunities for shared access.*
 - *Policy 7h: Parking (off street), driveway access (ingress and egress), lighting, and loading and off-loading standards shall be required for all developments.*

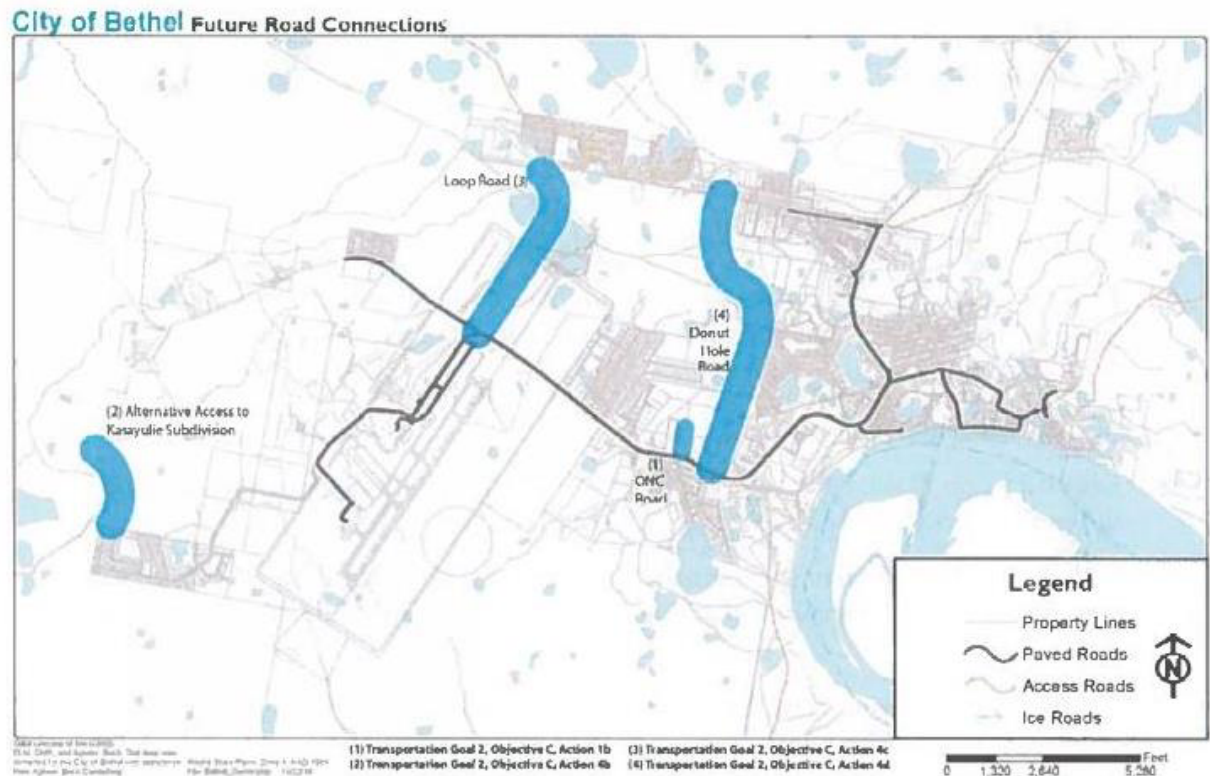
- *Policy 7i: In existing and developing commercial centers, buildings should be set close together and close to the pedestrian pathways and main streets to encourage walking and shared parking.*
- *Goal 5: Support lifelong education and vocational training, particularly training tied directly to job placement in local and regional growth industries.*

In general, the plan emphasizes the need for road connectivity, safe networks, and sharing access between major trip generators. The new Ayaprun School facility will satisfy Policy 7g with shared access between the various school facilities and Policy 7h with off-street parking, lighting and loading/off-loading standards.

The City of Bethel is currently in the process of updating the Comprehensive Plan. The Bethel 2045 Comprehensive Plan is scheduled to be completed in 2023.

1. Road Connectivity

The Comprehensive Plan stresses the need for additional road connectivity in Bethel. Figure 4 shows the planned future connections to help alleviate traffic between the airport and the main population centers.

Figure 4 – 2035 Bethel Comprehensive Plan – Future Road Connections**Map 5.3**

These future additional connections will provide alternate access to the LKSD campus and should reduce the overall traffic on Ridgecrest Drive. Traffic patterns will also change on Ridgecrest as some of the traffic to the school sites will use Ptarmigan Street to access the campus. Strategy 1 and Policies 2b and 7c setup the process for developing these new roadways through funding and right-of-way dedication. Because these connections are dependent on private development and future funding, the eventual construction date of these new road systems is unknown.

2. Shared Access Opportunities

The Comprehensive Plan, through Policies 3e and 7g, identifies the need for shared driveway access to major trip generators. The LKSD campus will share access with the BRHS, Administration Building, and the preschool facility.

3. Pedestrian Considerations

The Bethel Comprehensive Plan stresses the need for pedestrian connectivity through Policy 7i. Boardwalks will provide the means for pedestrian traveling between the parking lots and adjacent buildings, and for other pedestrians traveling through the site. Wood boardwalks are included per the proposed design along the entire length of the bus and parent drop-off lane to identify where loading/unloading is allowed, and safe pedestrian routing to the main entry. An existing boardwalk along Ridgecrest Drive will provide access to the school.

Pedestrian facilities will be ADA compliant.

C. STUDY AREA LAND USE

1. Existing Land Uses

The LKSD campus is currently comprised of K-12 education related facilities. Much of the surrounding area is comprised of mixed-use residential lots. Ridgecrest Drive also serves the Bethel City Shop and the landfill to the west. Serves large residential areas located to the south and north of the site. According to the City of Bethel Comprehensive Plan, future land use for the area around the site is mixed use residential and public, which it states are compatible with educational facilities.

2. Anticipated Future Development

The Bethel Comprehensive Plan for 2035 identifies transportation improvements in Bethel to improve access and mobility, reduce congestion, and improve safety. Priorities for future improvements within Bethel include airport and port expansions, as well as providing land for future residential and community development within areas that are already accessible by road and public utilities in order to avoid the need for new infrastructure. The proposed Donut Hole Road development will provide alternative access to the LKSD campus via Ptarmigan Street.

In 2018, Ridgecrest Drive was rehabilitated in front of the LKSD campus. Ridgecrest was widened and resurfaced and improvements were made at the Ptarmigan Street intersection. The existing boardwalk on the east side of Ridgecrest Drive was maintained. The Comprehensive Plan does not indicate any plans for future Ridgecrest Drive improvements near the site.

3. Area Roadway System

Ridgecrest Drive provides legal and physical access to the LKSD campus and the new Ayaprun School. Ridgecrest Drive is a major collector that runs from the city center to the landfill and subdivisions northeast of the city. Adjacent to the LKSD campus, Ridgecrest Drive is a two-lane, paved roadway with a 4' shoulder and an adjacent boardwalk for pedestrians. The posted speed limit is 25 mph. However, a reduced speed limit with school flashers of 15 mph is present during school start and stop times. Ridgecrest Drive is City owned and maintained.

The paved shoulder and boardwalk on the east side of Ridgecrest Drive is used as a pathway shared by pedestrians and bicyclists. The proposed improvements will include constructing ADA compliant pedestrian facilities to the buildings onsite.

4. Traffic Volumes and Conditions

Existing traffic volumes on Ridgecrest Drive at the LKSD campus and at the existing Ayaprun School along Chief Eddie Hoffman Highway were collected in November 2022. Existing turning movements are shown in Appendix A. Traffic volumes for Ridgecrest Drive were obtained from the Alaska Department of Transportation &

Public Facilities' "Annual Traffic Volume Report." It lists the 2021 AADT on Ridgecrest Drive as 4,810 vehicles per day (vpd) at the LKSD campus.

AKDOT&PF publishes an Annual Traffic Volume Report for each region in the State which includes summaries for Permanent Traffic Recorders (PTR) on various road segments. The nearest PTR in the vicinity of the project study area is located on Chief Eddie Hoffman Highway north of 1st Avenue Access Road.

The Ayaprun School starts at 8:00 am Monday-Friday and ends at 3:00 pm Monday-Thursday and 2:30pm on Friday. The ME and GJ Elementary Schools start at 8:00 am and 8:15 am respectively and end at 2:30 pm and 3:30 pm with earlier release times on Friday. The BRHS starts at 8:50 am and ends at 4:00 pm Monday-Thursday with a 2:00 pm release time on Fridays.

Start and end times for the schools are not anticipated to change when the new Ayaprun School is opened at the LKSD campus. Analysis periods of 7:30 am – 8:30 am for the AM Peak and 2:30 pm – 3:30 pm for the PM Peak were used to coincide with the ME, GJ and Ayaprun start and end times.

Concerns with the existing LKSD campus were noted by school officials and observed during traffic counts. This included queue back up for the following locations:

1. The most northerly driveway for exiting vehicles to Ridgecrest Drive due to traffic related to the GJ school.
2. Vehicles utilizing Ridgecrest Drive for circulation between the ME and GJ school and preschool traffic blocking bus and vehicle traffic to BRHS.

These concerns are separate from the Ayaprun School since the new Ayaprun school is located south and east of the GJ, ME, and BRHS schools and should not further compound the existing issue. A separate study is being completed by LKSD to make recommendations to improve the traffic operations at the other schools and eliminate congestion on Ridgecrest Drive and Ron Edwards Memorial Drive.

5. Bus Service

Students attending the Ayaprun school are currently bussed (7 busses total) to the site. Bus service to the new Ayaprun location is anticipated to be maintained. However, students that live in the neighborhoods to the west of the LKSD campus will have the opportunity to walk to the school. School buses also provide student transportation for GJ and ME Elementary Schools and BRHS.

D. SITE TRAFFIC

1. Ayaprun School Traffic

Traffic at the existing Ayaprun School site was counted in November of 2022. Since the school is being relocated, traffic from the site is not anticipated to change. As a result, the collected traffic was used for the proposed site. AM peak hour and PM peak hour trip generation is shown in Table 1.

Table 1–Proposed Trip Generation

	Weekday	AM Peak Hour		PM Peak Hour	
	Total	Entering	Exiting	Entering	Exiting
Ayaprun School Site		119	66	39	38

2. Directional Distribution

Directional distribution for the school and Ridgecrest Drive was determined using existing count data. The following table summarizes the directional split for the school development during the peak hours, based on existing traffic counts.

Table 2 –Directional Distribution

Development Type	AM Peak Hour		PM Peak Hour	
	Percent Entering	Percent Exiting	Percent Entering	Percent Exiting
Ayaprun School Site	65	35	50	50
	NB	SB	NB	SB
Ridgecrest Drive	45	55	50	50

3. Trip Assignment

Except for residences on Ptarmigan Street, the majority of existing residential development in Bethel lies south of the LKSD campus. A review of the existing LKSD campus count data show that approximately 10% of the traffic into the school site is from the Ptarmigan Street residences. Due to the proximity and convenience of the southern driveway to the proposed Ayaprun School site, it is assumed that 80% of school traffic will utilize this driveway and 20% of the traffic will use the Ron Edwards Memorial Drive intersection.

4. Peak Hour Factor

The peak hour factor (PHF) is the ratio of total hourly volume to the peak flow rate in a 15-minute period within the hour. The PHF is used in capacity analysis on a street or intersection. The closer the PHF is to 1.00 the more uniform traffic flow rate is. A peak hour factor of 0.9 was used for AM and PM volumes on Ridgecrest Drive. The existing

Ayaprun school counts were used to determine the peak hour factor for Ayaprun School traffic. Based on these counts a PHF of 0.65 was used for school traffic.

5. Design Hour Volume

AASHTO's 2011 *Geometric Design of Highways and Streets* recommends that the design hour volume (DHV) percentage for a road to be the annual 30th highest hour based on research that suggests that this DHV typically captures the desired number of peak hours for design. The DHV is used to determine future traffic volume projections for LOS determinations along a given roadway. The Chief Eddie Hoffman Highway PTR indicates a 30th highest hour of 11.7%. Calculation of the PM peak hour for Ridgecrest Drive uses the DHV of 11.7%. An AM peak hour DHV of 4.3% was also taken from the PTR. A summary of data obtained from the PTR is included in Appendix B.

E. BASE TRAFFIC

Base Traffic on Ridgecrest Drive for the construction year (2023) was assigned using count data from the LKSD campus and the AADT for Ridgecrest Drive obtained from ADOT data. Peak hour traffic for the initial construction year, 2023, is shown on Table 3.

Table 3 –Base Traffic Adjacent Streets

Street	2023		
	AADT	AM Peak	PM Peak
Ridgecrest Drive	4,810	210	563

F. TOTAL TRAFFIC

Turning Movements for peak hour traffic showing the traffic added by the Ayaprun School replacement project for the construction year 2023 is shown in Figures 5 and 6.

Figure 5 – 2023 AM Turning Movements with Ayaprun School

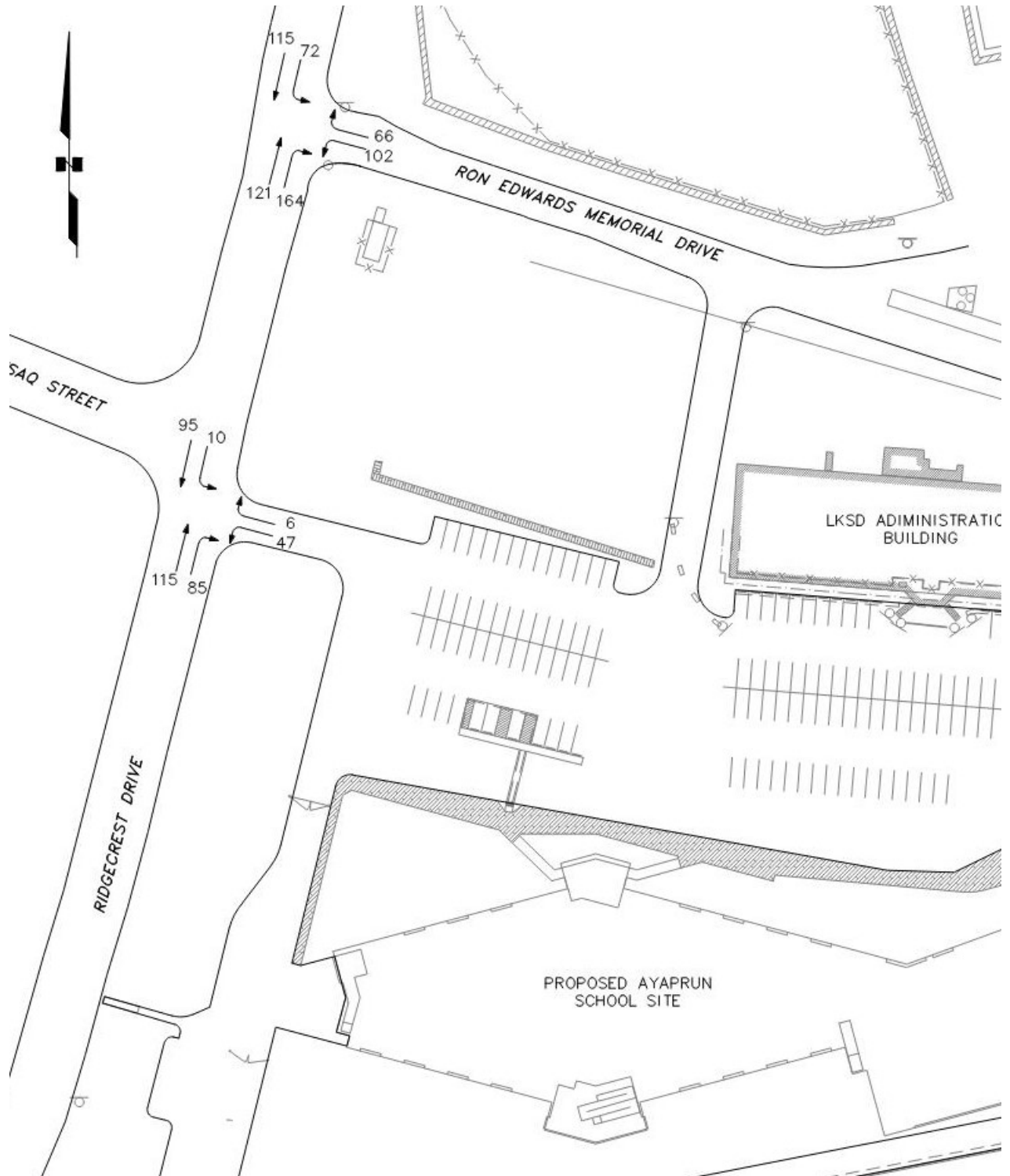
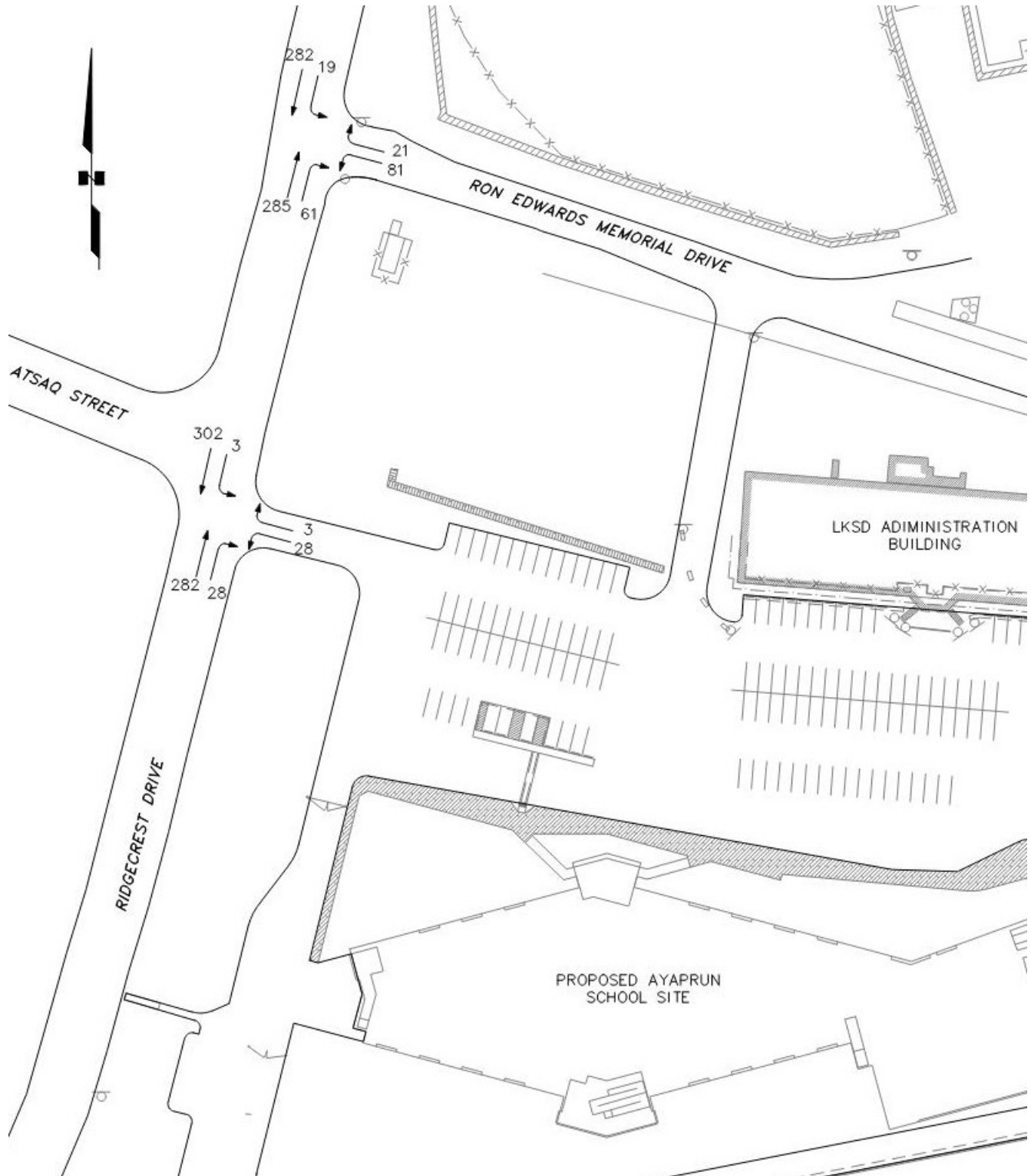


Figure 6 – 2023 PM Turning Movements with Ayaprun School



IV. TRAFFIC ANALYSIS

A. LEFT TURN LANE ANALYSIS

Adding a left turn lane on the major road of a two-way stop controlled intersection can improve the operations and safety of the intersection by separating vehicles that are slowing or stopped. The National Highway Cooperative Research Program's (NCHRP) Reports 279 and 457 provide guidance for the addition of left turn lanes at stop controlled intersections. Guidelines in the NCHRP are not considered mandatory and are only available for speeds as low as 40 mph, while Ridgecrest Drive has a posted speed limit of 25 mph. Adding a left turn lane on the major road of a two-way stop controlled intersection can improve the operations and safety of the intersection by separating vehicles that are slowing or stopped. By comparing projected turning movements at the intersections of Ridgecrest Drive with the Ayaprun driveway and Ron Edwards Memorial Drive with Figure 2-5 of NCHRP 457 (for 40 mph) yields the following results.

Figure 7 – NCHRP Figure 2-5

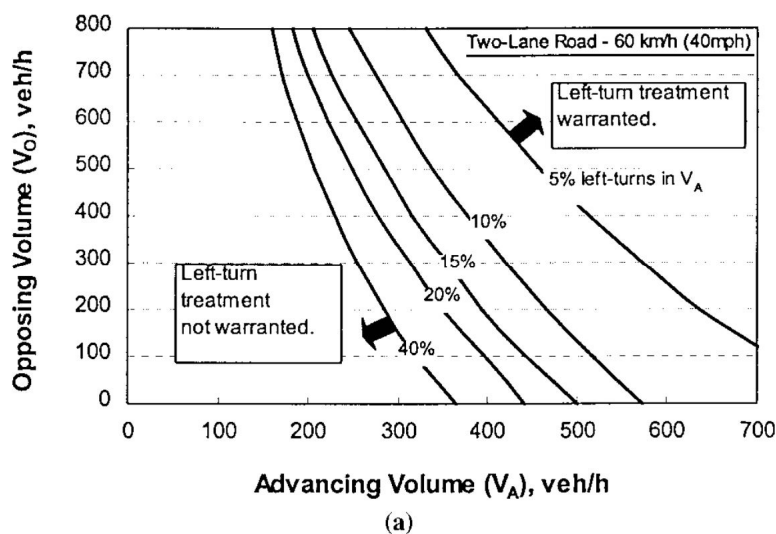


Table 4 - Left Turn Lane Analysis – Ridgecrest Drive and Ayaprun Driveway

	2023	
	AM Peak	PM Peak
Advancing Volume	105	305
Opposing Volume	200	310
% LT in Advancing Volume	9.5%	1.0%
Left Lane Recommended?	No	No

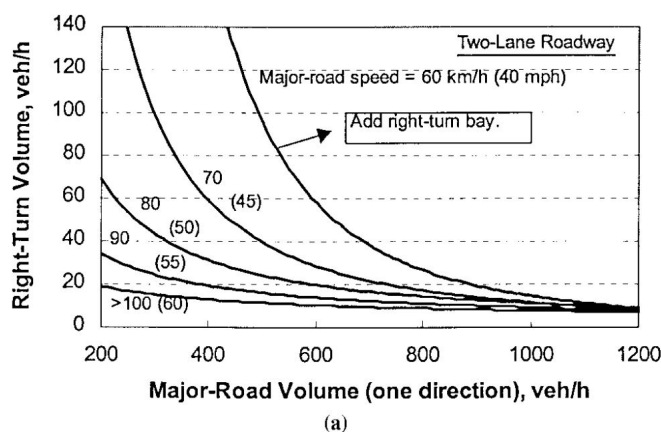
Table 5 - Left Turn Lane Analysis – Ridgecrest Drive and Ron Edwards Memorial Drive		
	2023	
	AM Peak	PM Peak
Advancing Volume	187	301
Opposing Volume	285	291
% LT in Advancing Volume	38.5%	6.3%
Left Lane Recommended?	No	No

Volumes on Ridgecrest Drive do not warrant the addition of a left turn lane for either driveway.

B. RIGHT TURN LANE ANALYSIS

The NCHRP Reports 279 and 457 also provide guidance for the addition and design of right turn lanes on highways. Right turn lanes provide space for traffic exiting the roadway to decelerate and make a turn outside of through traffic allowing for a safer and more efficient intersection. Figure 2-6 of NCHRP 457 provides a table for right turn treatments. With approximately 164 cars turning right from Ridgecrest Drive to Ron Edwards Memorial Drive during the AM peak hour of the buildout year.

Figure 8 – NCHRP Figure 2-6



C. PICK UP/DROP OFF QUEUE

The new school will include a new student drop off/pick up loop. Vehicles will enter the site from the Ayaprun driveway, drop off students at the front of the school and circle through the parking lot and exit the site to Ridgecrest Drive from the Ayaprun driveway or via Ron Edwards Memorial Drive. Approximately 340 feet is available for queueing traffic between the front of the school and the Ayaprun driveway. Morning traffic movement typically involves parents dropping off students at the front of the school

and leaving. Parents that intend to enter the school will utilize the parking lot. During afternoon pickup, vehicles arriving early may line up at the front of school. Based on a review of the existing afternoon pickup traffic, it is estimated that up to 15 vehicles may queue at the front of the school. The 340 feet space for queuing traffic equates to space for approximately 22 vehicles. Though not anticipated, if the queue lane does back up to Ridgecrest Drive, additional vehicles can also utilize the Ron Edwards Memorial Drive access.

Buses (7 total) for the Ayaprun School are planned to enter from Ron Edwards Memorial Drive and pick up/drop off students east of the main entrance and parent pick up/drop off area.

D. CAPACITY AND LEVEL OF SERVICE

As summarized in Table 7, a LOS analysis was performed in accordance with the Transportation Research Board's *Highway Capacity Manual, 2010*. The LOS was calculated using Trafficware Synchro, Version 11. LOS Criteria for study area intersections is shown in Table 6.

Table 6: Level of Service Criteria for Intersections

Level of Service	Average Total Delay (Sec/Veh)
A	< 10
B	>10 and < 15
C	>15 and < 25
D	>25 and < 35
E	>35 and < 50
F	>50

Level of Service calculations were performed at the two-way stop controlled existing intersections of Ridgecrest Drive and the LKSD campus. Level of service results following the proposed addition of the Ayaprun School at the new driveway and the Ron Edwards Memorial Drive are shown on Table 7. Detailed Level of Service results are shown in Appendix C.

Table 7 - Level of Service – Ayapun School		
	2023	
	AM Peak	PM Peak
Ridgecrest Drive and Ayapun Driveway		
WB Approach	B	B
<i>Delay (sec)</i>	<i>11.0 sec</i>	<i>14.2 sec</i>
<i>Queue Length (vehicles)</i>	<i>1 vehicle</i>	<i>1 vehicle</i>
Ridgecrest Drive and Ron Edwards Memorial Drive		
WB Approach	C	C
<i>Delay (sec)</i>	<i>16.5 sec</i>	<i>18.6 sec</i>
<i>Queue Length (vehicles)</i>	<i>3 vehicle</i>	<i>3 vehicle</i>

The Ridgecrest Drive intersections impacted by the Ayapun School will operate at an acceptable overall LOS for the 2023 build year.

E. RIDGECREST DRIVE & RON EDWARDS MEMORIAL DR INTERSECTION ANALYSIS

The MUTCD provides warrants for all-way stop controlled intersections. MUTCD Section 2B.07 recommends the use of an all-way stop as an interim measure before a traffic signal is warranted. The MUTCD sets minimum volumes for an all-way stop as follows: the combined total of both major approaches is greater than 300 vph and the minor approach is greater than 200 units per hour (includes vehicles, bicycles and pedestrians) for any eight hour periods. Additionally, the minor approach must have a delay greater than 30 seconds during the peak hour. The Ridgecrest Drive intersection with Ron Edwards Memorial Drive does not meet the volume requirements for an all-way stop intersection.

F. TRAFFIC SAFETY

Sight Distance

AKDOT&PF's *Alaska Highway Preconstruction Manual* requires minimum approach and departure sight triangles at driveways. Based on a 25 MPH posted speed the minimum sight distance for the driveways at the intersection with Ridgecrest Drive is 155 feet. The proposed approaches from the site are located within a tangent section of Ridgecrest Drive and will have adequate sight distance.

Per the *Preconstruction Manual*, a corner clearance of 80 feet from major intersections is required based on a posted speed of 30 mph.

V. FINDINGS

A. SITE ACCESS

All access points will have adequate egress and ingress from the site and will provide sufficient circulation. Sufficient queueing space will be provided for the Ayaprun School during morning and afternoon operations. Pedestrian access to the site will be provided via Ridgecrest Drive and Ron Edwards Memorial Drive. Existing crosswalks and reduced school speed zones on Ridgecrest Drive will be maintained to provide safe crossings for students. School bus access and queueing space will be provided on the school site.

B. CAPACITY & LEVEL OF SERVICE

Primary considerations are:

- The LOS at each driveway.
- Changes in LOS prompted by increased traffic from the development.
- Increased delay times in cases where the LOS drops.

The intersections of Ridgecrest Drive with the Ayaprun driveway and Ron Edwards Memorial Drive will operate at an acceptable LOS for the build year of 2023.

C. TRAFFIC SAFETY

While left turn lanes are not warranted on Ridgecrest Drive or the Ron Edwards Memorial Drive, a separated right turn lane should be considered on the westbound approach of Ron Edwards Memorial Drive to improved operations of the approach.

D. COMPLIANCE WITH LOCAL CODES

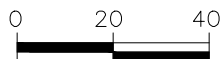
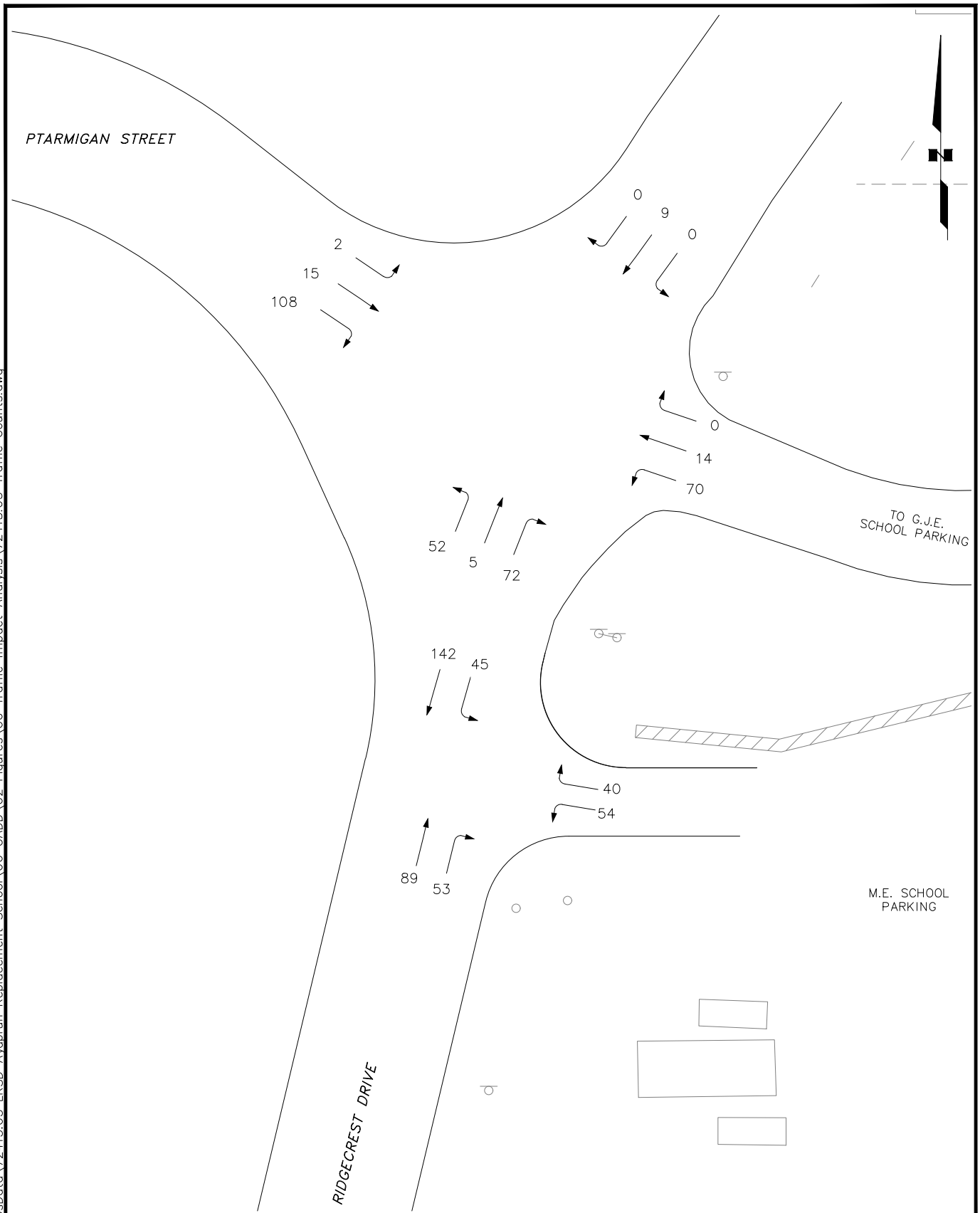
State TIA Policy requires maintaining an overall LOS D at all intersections impacted by the development and requires the overall safety of the facilities, pedestrian and bicycle needs, and the need for additional auxiliary turn lanes be reviewed. The proposed driveway intersections will operate above the minimum LOS D, although individual turning movements approaching Ridgecrest Drive will operate at LOS C or better in the peak hours.

The TIA meets the guidelines set by the 2035 Bethel Comprehensive Plan by reducing access by minimizing connections and driveways on Ridgecrest Drive, investigating opportunities for additional shared access, and providing off street parking, lighting, and loading/off-loading areas. A separate study beyond of the purview of the TIA is investigating onsite traffic considerations for the LKSD campus specifically related to vehicle routing and queuing times. These traffic considerations are identified as separate issues with the campus and should not have an impact on the Ayaprun school site. A conceptual plan is being prepared to identify locations where safety improvements and driveway enhancements could be realized to increase traffic efficiency at the ME, GJ and BRHS schools.

Existing Turning Movements

Appendix A

FILE NAME: J:\JobsData\72415.03 LKSD Ayaprun Replacement School\00 CADD\02 Figures\06 Traffic Impact Analysis\72415.03 Traffic Counts.dwg



LKSD AYAPRUN REPLACEMENT SCHOOL
EXISTING TURNING MOVEMENTS
RIDGECREST DRIVE & PTARMIGAN STREET

AM PEAK HOUR 11/09/22; 7:30AM - 8:30AM

Project No: 72415.03

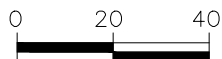
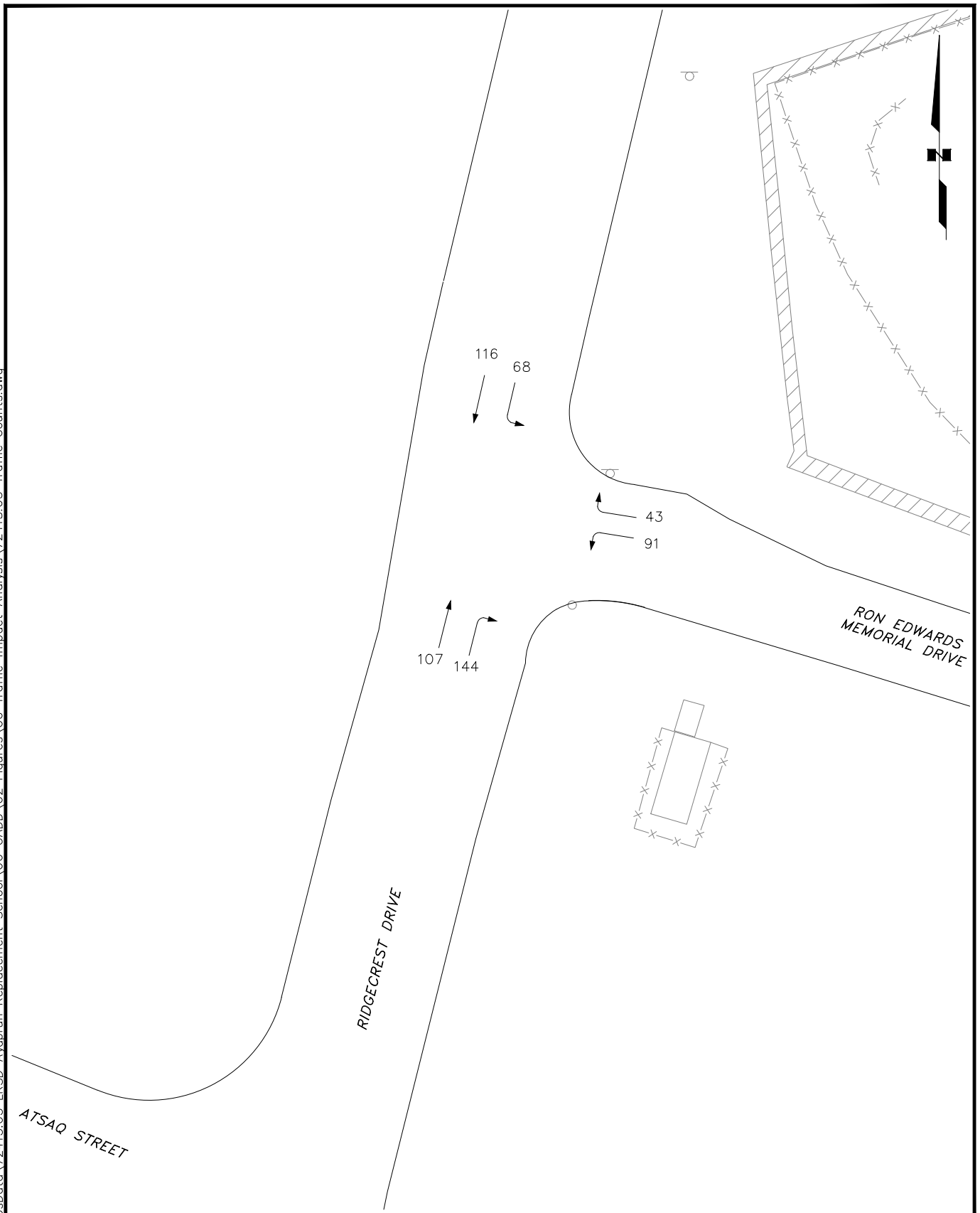
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Scale: 1" = 40'

Date: JAN 2023

Figure: A.1

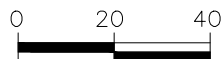
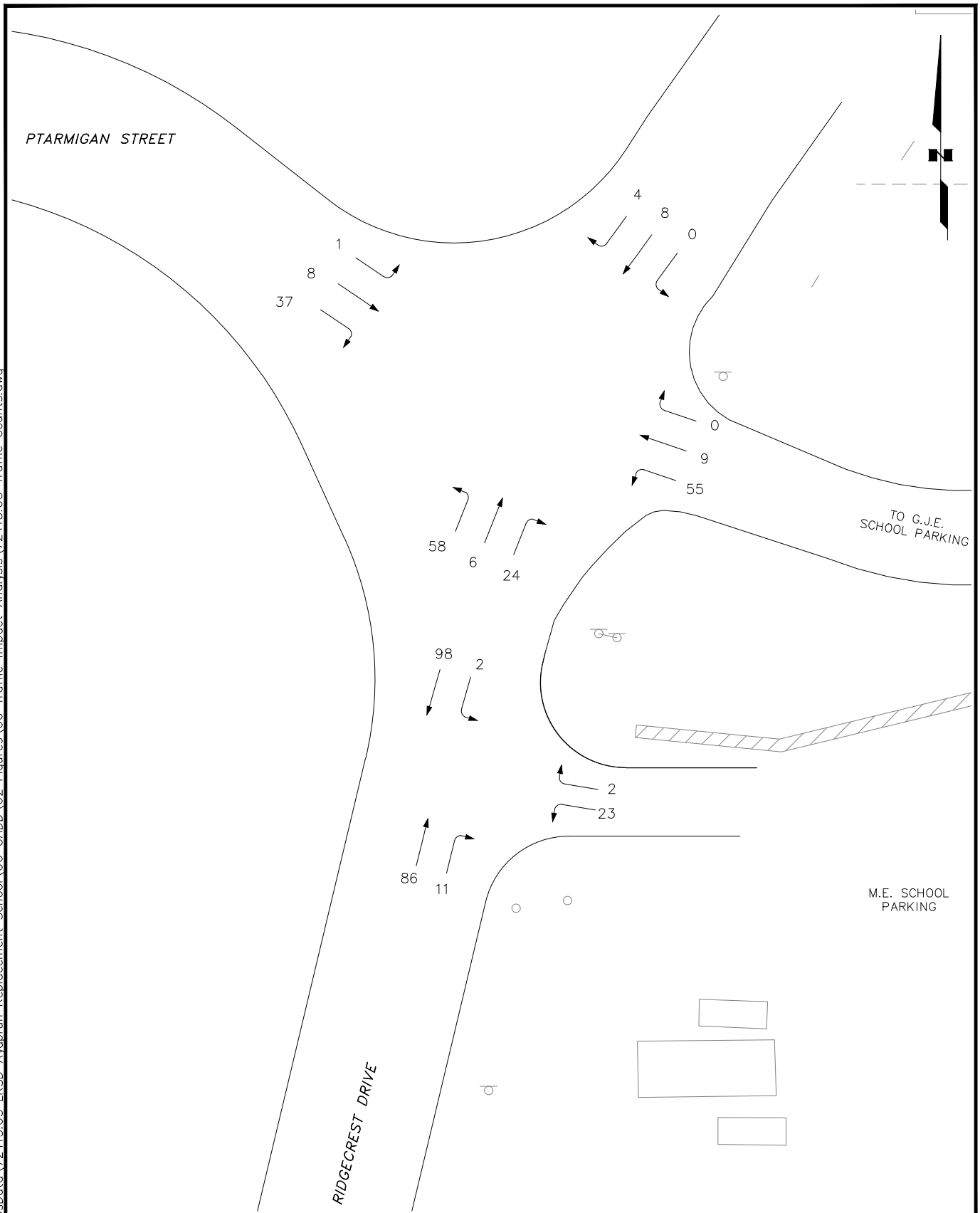
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LKSD AYAPRUN REPLACEMENT SCHOOL
EXISTING TURNING MOVEMENTS
RIDGECREST DRIVE & R.E.M. DRIVE
AM PEAK HOUR 11/09/22; 7:45AM - 8:45AM

Project No: 72415.03
Drawn By: SJ
Scale: 1" = 40'
Date: JAN 2023
Figure: A.2

FILE NAME: J:\JobsData\72415.03 LKSD Ayaprun Replacement School\00 CADD\02 Figures\06 Traffic Impact Analysis\72415.03 Traffic Counts.dwg



LKSD AYAPRUN REPLACEMENT SCHOOL
EXISTING TURNING MOVEMENTS
RIDGECREST DRIVE & PTARMIGAN STREET

PM PEAK HOUR 11/09/22; 3:30PM - 4:30PM

Project No: 72415.03

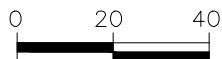
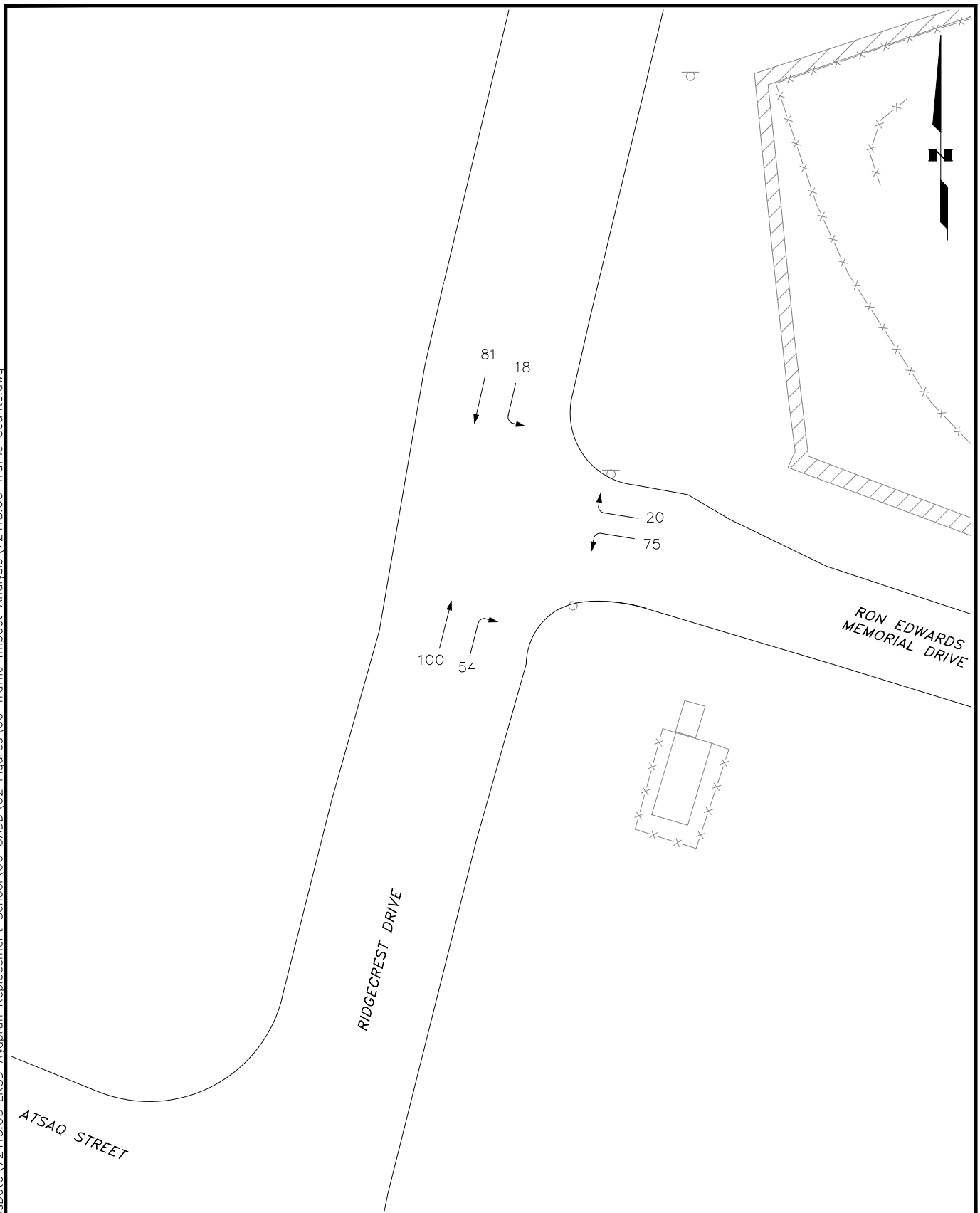
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Scale: 1" = 40'

Date: JAN 2023

Figure: A.3

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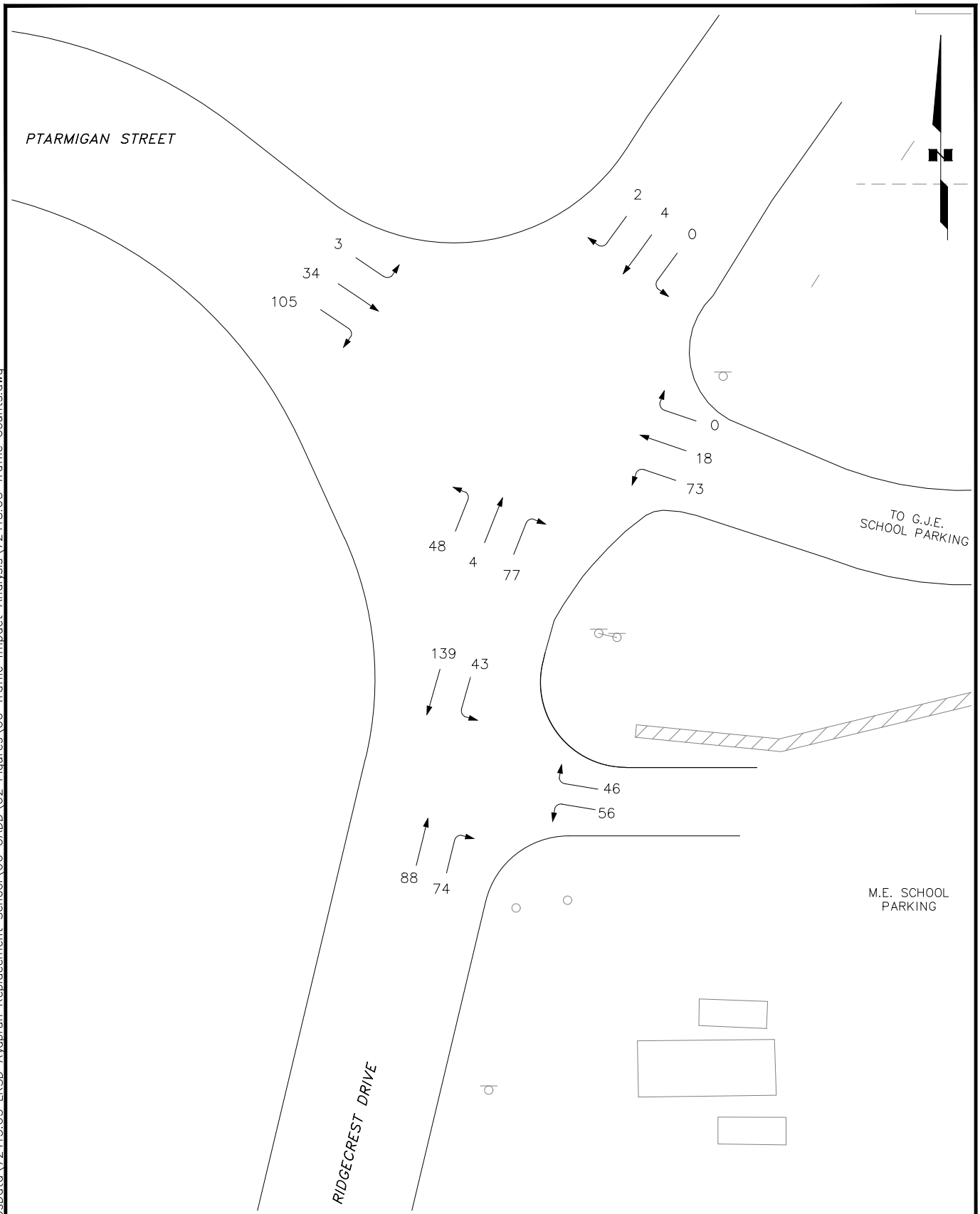


LKSD AYAPRUN REPLACEMENT SCHOOL
EXISTING TURNING MOVEMENTS
RIDGECREST DRIVE & R.E.M. DRIVE

PM PEAK HOUR 11/09/22; 3:30PM - 4:30PM

Project No: 72415.03
Drawn By: SJ
Scale: 1" = 40'
Date: JAN 2023
Figure: A.4

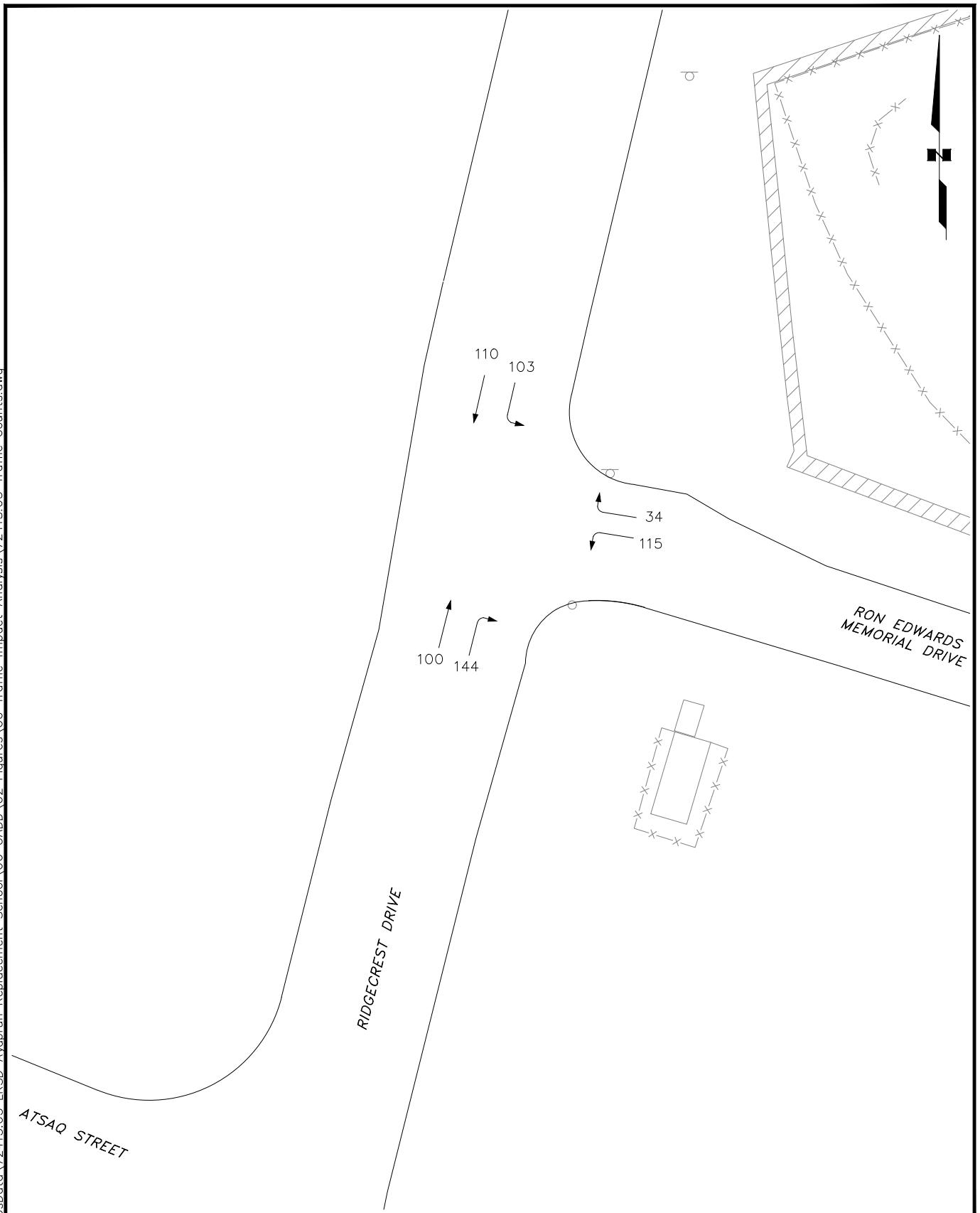
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LKSD AYAPRUN REPLACEMENT SCHOOL
EXISTING TURNING MOVEMENTS
RIDGECREST DRIVE & PTARMIGAN STREET
AM PEAK HOUR 11/10/22; 7:30AM – 8:30AM

Project No: 72415.03
Drawn By: SJ
Scale: 1" = 40'
Date: JAN 2023
Figure: A.5

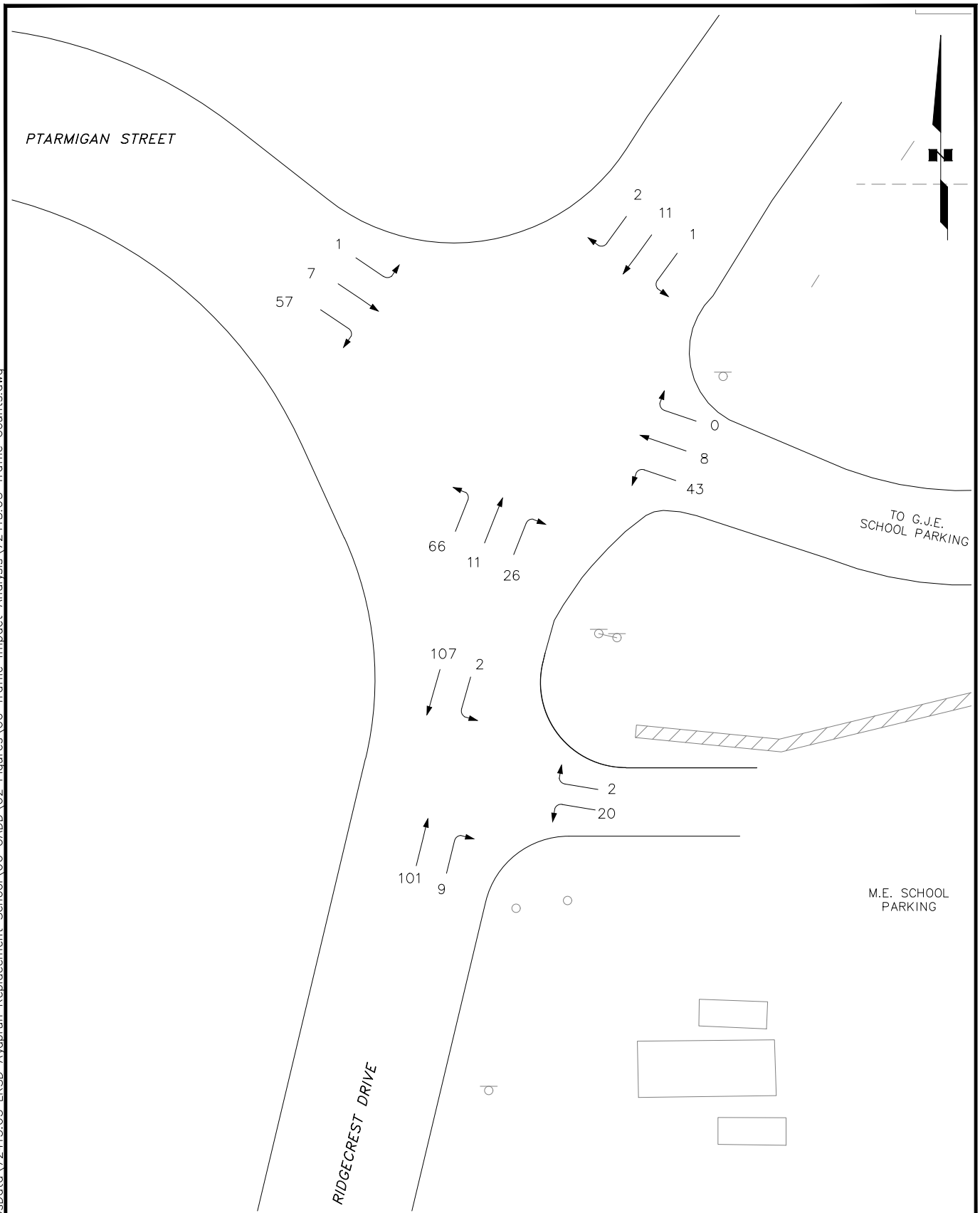
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LKSD AYAPRUN REPLACEMENT SCHOOL
EXISTING TURNING MOVEMENTS
RIDGECREST DRIVE & R.E.M. DRIVE
AM PEAK HOUR 11/10/22; 07:45AM - 08:45AM

Project No: 72415.03
Drawn By: SJ
Scale: 1" = 40'
Date: JAN 2023
Figure: A.6

FILE NAME: J:\JobsData\72415.03 LKSD Ayaprun Replacement School\00 CADD\02 Figures\06 Traffic Impact Analysis\72415.03 Traffic Counts.dwg



LKSD AYAPRUN REPLACEMENT SCHOOL
EXISTING TURNING MOVEMENTS
RIDGECREST DRIVE & PTARMIGAN STREET

PM PEAK HOUR 11/10/22; 15:30PM - 16:30PM

Project No: 72415.03

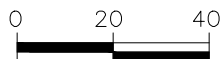
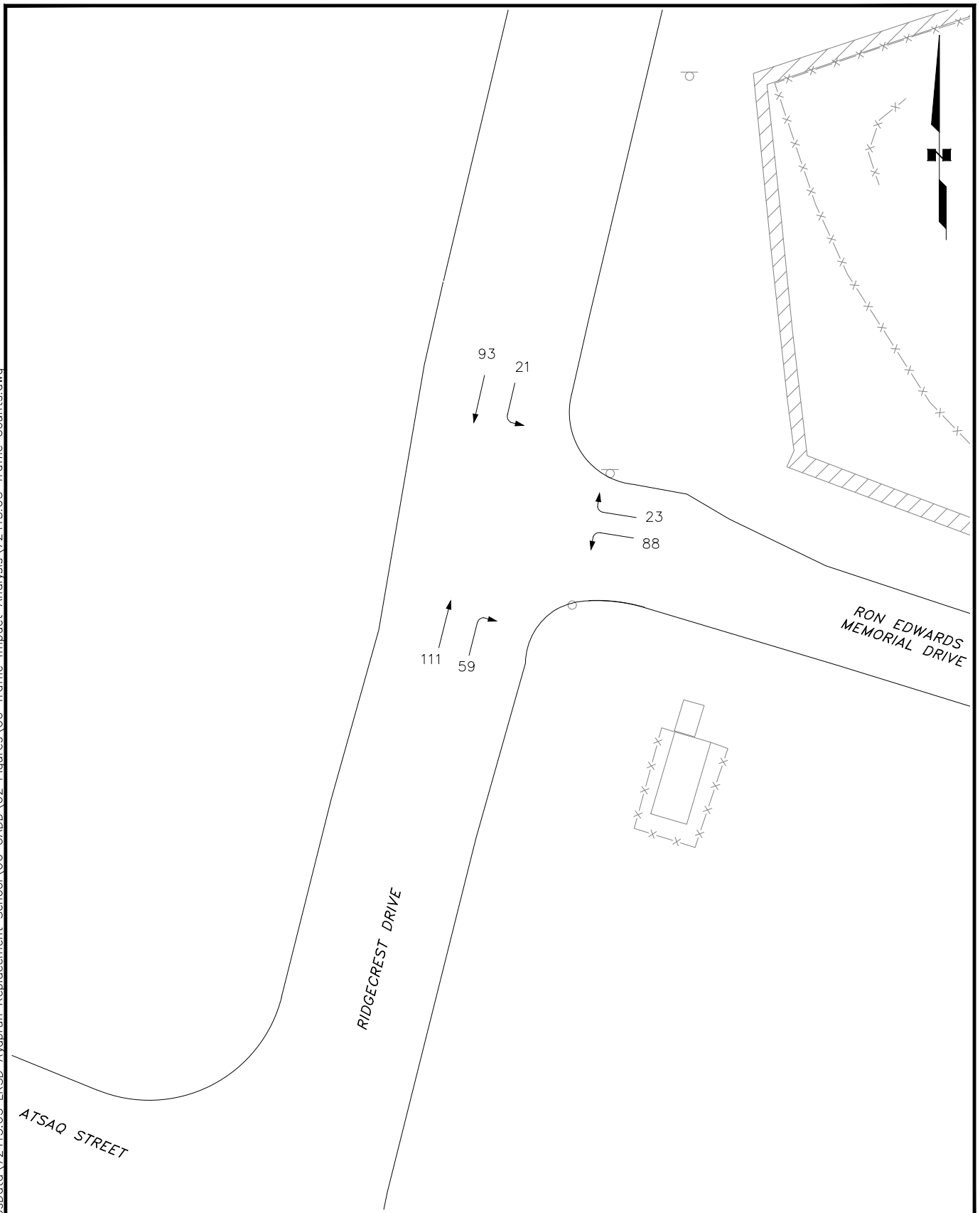
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Scale: 1" = 40'

Date: JAN 2023

Figure: A.7

FILE NAME: J:\JobsData\72415.03 LKSD Ayaprun Replacement School\00 CADD\02 Figures\06 Traffic Impact Analysis\72415.03 Traffic Counts.dwg



LKSD AYAPRUN REPLACEMENT SCHOOL
EXISTING TURNING MOVEMENTS
RIDGECREST DRIVE & R.E.M. DRIVE

PM PEAK HOUR 11/10/22; 15:30PM - 16:30PM

Project No: 72415.03

Drawn By: SJ

Scale: 1" = 40'

Date: JAN 2023

Figure: A.8

Traffic Data

Appendix B

Date: 11/8/2022

Time: 0730 to 0830

Chief Eddie Hoffman Highway & Old Hospital Road

SB Right	SB Thru	SB Left
8	-	76

EB Left	2	WB Right	34
EB Thru	0	WB Thru	1
EB Right	0	WB Left	30

1	-	40
NB Left	NB Thru	NB Right

Chief Eddie Hoffman Highway & Ayaprun Driveway

SB Thru	SB Left
-	0

WB Right	2
WB Left	1

-	3
NB Thru	NB Right

Date: 11/8/2022

Time: 1430 to 1530

Chief Eddie Hoffman Highway & Old Hospital Road

SB Right	SB Thru	SB Left
0	-	22

EB Left	1	WB Right	20
EB Thru	1	WB Thru	0
EB Right	0	WB Left	14

5	-	17
NB Left	NB Thru	NB Right

Chief Eddie Hoffman Highway & Ayaprun Driveway

SB Thru	SB Left
-	0

WB Right	2
WB Left	2

-	0
NB Thru	NB Right



Site ...

Weekday
Average
Traffic
Count

1

Weekend
Average
Traffic
Count

1

Weekly
Traffic
Count

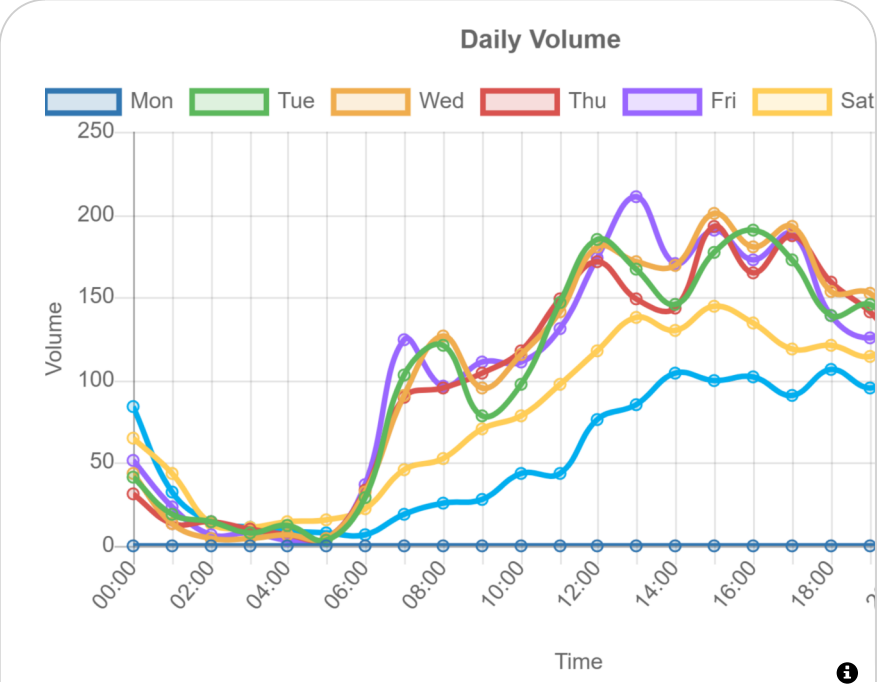
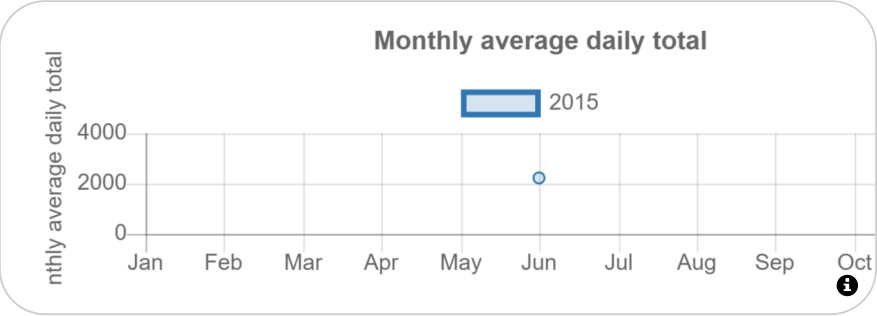
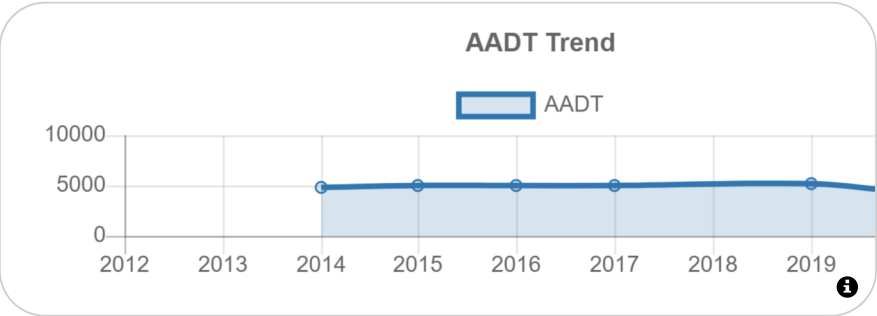
50725000

Description: Ridgecrest - Btwn Akakeek St
and Atsaq St

City: Bethel County: Bethel Census Area

LRS section: 7421003X000

Functional class: 5R - Major Collector
(Rural)



Annual Statistics										
Data Item		2013	2014	2015	2016	2017	2018	2019	2020	2021
Statistics type	-	-	User-supplied	User-supplied	User-supplied	User-supplied	-	Estimated	Estimated	Estimated
AADT	-	-	4886	4942	5077	4957	-	5205	4490	4810
K-Factor	-	-	-	0.113	-	-	-	-	-	-
D-Factor	-	-	1.00	0.502	1.00	1.00	-	-	1.00	0.510
Future AADT	-	-	-	-	-	-	-	-	5330	6430

GJE Busses Wednesday/Friday Early Release

M-T-W-T-F

M-T-T

Wednesday Friday

Bus 1:					
AM Stop	Time	PM Stop	Time	Time	Time
		School Arrival	3:30	2:00	3:00
		Departure	3:35	2:05	3:05
Longhouse Hotel	7:25	7th Ave. & Willow St	3:38	2:08	3:08
Swanson's Furniture	7:26	6th Ave & Main St	3:40	2:10	3:10
Alder St	7:27	Longhouse Hotel	3:42	2:12	3:12
Hanger Lake/Osier	7:28	Swanson's Furniture	3:44	2:14	3:14
116 East Avenue	7:31	Alder St	3:46	2:16	3:16
Corina's Grocery	7:32	Hanger Lake/Osier	3:48	2:18	3:18
6th Ave & Main St	7:37	116 East Avenue	3:50	2:20	3:20
7th Ave. & Willow St	7:38	Corina's Grocery	3:52	2:22	3:22
Arrival	7:45				

Bus 2:					
AM Stop	Time	PM Stop	Time	Time	Time
		School Arrival	3:30	2:00	3:00
		Departure	3:35	2:05	3:05
KC Supply/1925 HWY	7:28	Laroux Lane	3:38	2:10	3:10
120 Cranberry St	7:30	North Ave.	3:40	2:11	3:11
450 Katie Hatley Lane	7:32	Trailer Court	3:42	2:13	3:13
127 Alex Hatley Drive	7:34	KC Supply/1925 HWY	3:44	2:14	3:14
Trailer Court	7:36	127 Alex Hatley Drive	3:46	2:16	3:16
North Ave.	7:38	450 Katie Hatley Lane	3:48	2:18	3:18
Laroux Lane	7:39	120 Cranberry St	3:50	2:20	3:20
Arrival	7:45				

Bus 3:					
AM Stop	Time	PM Stop	Time	Time	Time
		School Arrival	3:30	2:00	3:00
		Departure	3:35	2:05	3:05
4001 Sonny's Way	7:32	Cultural Center	3:40	2:10	3:10
4301 Amy's Way	7:34	4001 Sonny's Way	3:46	2:18	3:18
Cultural Center	7:39	4301 Amy's Way	3:48	2:20	3:20
Arrival	7:45				

Bus 4:					
AM Stop	Time	PM Stop	Time	Time	Time
		School Arrival	3:30	2:00	3:00
		Departure	3:35	2:05	3:05
106 Ptarmigan	7:17	106 Ptarmigan	3:38	2:08	3:08
171 Ptarmigan	7:19	171/178 Ptarmigan	3:40	2:10	3:10
658 Ptarmigan/Quick Stop	7:21	AVCP Housing/Ptarmigan	3:42	2:12	3:12
Uiviq Sub	7:23	658 Ptarmigan/Quick Stop	3:44	2:14	3:14
9110 Tundra Ridge	7:25	Uiviq Sub	3:46	2:16	3:16
9330 Tundra Ridge/Park	7:27	9110 Tundra Ridge	3:48	2:18	3:18
9346 Tundra Ridge	7:29	9330 Tundra Ridge/Park	3:50	2:20	3:20
Imkuciq/Ptarmigan	7:30	9346 Tundra Ridge	3:52	2:22	3:22
9120 Ptarmigan	7:31	Imkuciq/Ptarmigan	3:54	2:24	3:24
AVCP Housing/Ptarmigan	7:33	9120 Ptarmigan	3:56	2:26	3:26
Arrival	7:43				

Bus 5:					
AM Stop	Time	PM Stop	Time	Time	Time
		School Arrival	3:30	2:00	3:00
		Departure	3:35	2:05	3:05
Headstart	7:25	Teen Center	3:40	2:07	3:07
218 Akiak Dr (City Sub)	7:30	331 Akiak Dr (City Sub)	3:42	2:09	3:09
240 Akiak Dr (City Sub)	7:32	245 Akiak Dr (City Sub)	3:44	2:11	3:11
331 Akiak Dr (City Sub)	7:34	221 Akiak Dr (City Sub)	3:46	2:12	3:13
Cultural Center	7:36	502 Mission Lake Dr/Lake View Apt	3:48	2:14	3:15
Arrival	7:43				

Bus 6:					
AM Stop	Time	PM Stop	Time	Time	Time
		School Arrival	3:30	2:00	N/A
		Departure	3:35	2:05	N/A
	N/A	FAA Club House	3:45	2:15	N/A
	N/A	5900 Nacaullek St (Kasyuli)	3:50	2:20	N/A
	N/A	5700 Neqleq St (Kasyuli)	3:52	2:22	N/A
	N/A	Noel Polty Blvd/Kanguq (Kasyuli)	3:54	2:24	N/A
Arrival	N/A				

Bus 7:					
AM Stop	Time	PM Stop	Time	Time	Time
		School Arrival	N/A	N/A	3:00
		Departure	N/A	N/A	3:05
FAA Club House	7:23	FAA Club House	N/A	N/A	3:15
5700 Neqleq (Kasyuli)	7:27	5900 Nacaullek St (Kasyuli)	N/A	N/A	3:20
5900 Nacaullek (Kasyuli)	7:29	5700 Neqleq St (Kasyuli)	N/A	N/A	3:22
Noel Polty/Kanguq (Kasyuli)	7:31	Noel Polty Blvd/Kanguq (Kasyuli)	N/A	N/A	3:27
Arrival	7:43				

Ayaprun Busses Friday Early Release

M-T-W-T-F

M-T-W-T

Friday

Bus 1:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	3:00	2:30
		Departure	3:05	2:35
Longhouse Hotel	7:25	7th Ave. & Willow St	3:08	2:38
Swanson's Furniture	7:26	6th Ave & Main St	3:10	2:40
Alder St	7:27	Longhouse Hotel	3:12	2:42
Hanger Lake/Osier	7:28	Swanson's Furniture	3:14	2:44
116 East Avenue	7:31	Alder St	3:16	2:46
Corina's Grocery	7:32	Hanger Lake/Osier	3:18	2:48
6th Ave & Main St	7:37	116 East Avenue	3:20	2:50
7th Ave. & Willow St	7:38	Corina's Grocery	3:22	2:52
Arrival	7:40			

Bus 2:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	3:00	2:30
		Departure	3:05	2:35
KC Supply/1925 HWY	7:28	Laroux Lane	3:10	2:38
120 Cranberry St	7:30	North Ave.	3:11	2:40
450 Katie Hatley Lane	7:32	Trailer Court	3:13	2:42
127 Alex Hatley Drive	7:34	KC Supply/1925 HWY	3:14	2:44
Trailer Court	7:36	127 Alex Hatley Drive	3:16	2:46
North Ave.	7:38	450 Katie Hatley Lane	3:18	2:48
Laroux Lane	7:39	120 Cranberry St	3:20	2:50
Arrival	7:40			

Bus 3:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	3:00	2:30
		Departure	3:05	2:35
4001 Sonny's Way	7:32	Cultural Center	3:10	2:40
4301 Amy's Way	7:34	4001 Sonny's Way	3:16	2:46
Cultural Center	7:39	4301 Amy's Way	3:18	2:48
Arrival	7:40			

Bus 4:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	3:00	2:30
		Departure	3:05	2:35
106 Ptarmigan	7:10	106 Ptarmigan	3:10	2:38
171 Ptarmigan		171/178 Ptarmigan	3:11	2:40
658 Ptarmigan/Quick Stop	7:12	AVCP Housing/Ptarmigan	3:13	2:42
Uiviq Sub	7:13	658 Ptarmigan/Quick Stop	3:14	2:44
9110 Tundra Ridge	7:15	Uiviq Sub	3:16	2:46
9330 Tundra Ridge/Park	7:17	9110 Tundra Ridge	3:18	2:48
9346 Tundra Ridge	7:19	9330 Tundra Ridge/Park	3:20	2:50
Imkuciq/Ptarmigan	7:21	9346 Tundra Ridge	3:22	2:52
9120 Ptarmigan	7:23	Imkuciq/Ptarmigan	3:24	2:54
AVCP Housing/Ptarmigan	7:26	9120 Ptarmigan	3:26	2:56
Arrival	7:30			

Bus 5:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	3:00	2:30
		Departure	3:05	2:35
Headstart	7:25	Cultural Center	3:07	2:37
218 Akiak Dr (City Sub)	7:30	Teen Center	3:10	2:39
240 Akiak Dr (City Sub)	7:32	331 Akiak Dr (City Sub)	3:12	2:41
331 Akiak Dr (City Sub)	7:34	245 Akiak Dr (City Sub)	3:14	2:43
Cultural Center	7:36	221 Akiak Dr (City Sub)	3:16	2:45
		502 Mission Lake Dr/Lake View Apt	3:18	2:50
		AVCP Headstart	3:23	2:55
Arrival	7:38			

Bus 6:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	3:00	2:30
		Departure	3:05	2:35
	N/A	FAA Club House	3:15	2:45
	N/A	5900 Nacaullek St (Kasyuli)	3:20	2:50
	N/A	5700 Neqleq St (Kasyuli)	3:22	2:52
	N/A	Noel Polty Blvd/Kanguq (Kasyuli)	3:24	2:54
Arrival	N/A			

Bus 7:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	3:00	N/A
		Departure	3:05	N/A
FAA Club House	7:23	FAA Club House	3:15	N/A
5700 Neqleq (Kasayuli)	7:27	Noel Polty/Kanguq/Kasiyuli	3:20	N/A
5900 Nacaullek (Kasiyuli)	7:29	5700 Neqleq (Kasayuli)	3:22	N/A
Noel Polty/Kanguq (Kasayuli)	7:31	5900 Nacaullek/Kasiyuli	3:24	N/A
Arrival	7:38			

AM Stops	
KLA Dorms	7:55
Arrival KUC	8:00
Arrival BRHS	8:05

ME Busses Friday Early Release

M-T-W-T-F

M-T-W-T

Friday

Bus 1:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	2:30	1:30
		Departure	2:35	1:35
Longhouse Hotel	7:25	7th Ave. & Willow St	2:38	1:38
Swanson's Furniture	7:26	6th Ave & Main St	2:40	1:40
Alder Street	7:27	Longhouse Hotel	2:42	1:42
Hanger Lake/Osier	7:28	Swanson's Furniture	2:44	1:44
116 East Avenue	7:31	Alder St	2:46	1:46
Corina's Grocery	7:32	Hanger Lake/Osier	2:48	1:48
6th Ave & Main	7:37	116 East Avenue	2:50	1:50
7th Ave. & Willow	7:38	Corina's Grocery	2:52	1:52
Arrival	7:47			

Bus 2:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	2:30	1:30
		Departure	2:35	1:35
KC Supply/1925 HWY	7:28	Laroux Lane	2:40	1:40
120 Cranberry St	7:30	North Ave.	2:41	1:41
450 Katie Hatley Lane	7:32	Trailer Court	2:43	1:43
127 Alex Hatley Drive	7:34	KC Supply/1925 HWY	2:44	1:44
Trailer Court	7:36	127 Alex Hatley Drive	2:46	1:46
North Ave.	7:38	450 Katie Hatley Lane	2:48	1:48
Laroux Road	7:39	120 Cranberry St	2:50	1:50
Arrival	7:47			

Bus 3:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	2:30	1:30
		Departure	2:35	1:35
4001 Sonny's Way	7:32	Cultural Center	2:40	1:40
4301 Amy's Way	7:34	4001 Sonny's Way	2:46	1:46
Cultural Center	7:39	4301 Amy's Way	2:48	1:48
Arrival	7:47			

Bus 4:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	2:30	1:30
		Departure	2:35	1:35
106 Ptarmigan	7:17	106 Ptarmigan	2:38	1:38
171 Ptarmigan	7:19	171/178 Ptarmigan	2:40	1:40
658 Ptarmigan/Quick Stop	7:21	AVCP Housing/Ptarmigan	2:42	1:42
Uiviq Sub	7:23	658 Ptarmigan/Quick Stop	2:44	1:44
9110 Tundra Ridge	7:25	Uiviq Sub	2:46	1:46
9330 Tundra Ridge/Park	7:27	9110 Tundra Ridge	2:48	1:48
9346 Tundra Ridge	7:29	9330 Tundra Ridge/Park	2:50	1:50
Imkuciq/Ptarmigan	7:30	9346 Tundra Ridge	2:52	1:52
9120 Ptarmigan	7:31	Imkuciq/Ptarmigan	2:54	1:54
AVCP Housing/Ptarmigan	7:33	9120 Ptarmigan	2:56	1:56
Arrival	7:45			

Bus 5:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	2:30	1:30
		Departure	2:35	1:35
Headstart	7:25	Teen Center	2:40	1:39
218 Akiak Dr (City Sub)	7:30	331 Akiak Dr (City Sub)	2:42	1:41
240 Akiak Dr (City Sub)	7:32	245 Akiak Dr (City Sub)	2:44	1:43
331 Akiak Dr (City Sub)	7:34	221 Akiak Dr (City Sub)	2:46	1:45
Cultural Center	7:36	502 Mission Lake Dr/Lake View Apt	2:48	1:47
Arrival	7:45			

Bus 6:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	2:30	1:30
		Departure	2:35	1:35
	N/A	FAA Club House	2:45	1:45
	N/A	5700 Negleq St (Kasyuli)	2:52	1:52
	N/A	Noel Polty Blvd/Kanguq (Kasyuli)	2:54	1:54
Arrival	N/A			

Bus 7:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	2:30	N/A
		Departure	2:35	N/A
FAA Club House	7:23	FAA Club House	2:45	N/A
5700 Negleq (Kasyuli)	7:27	5900 Nacaullek St (Kasyuli)	2:50	N/A
5900 Nacaullek (Kasyuli)	7:29	5700 Negleq St (Kasyuli)	2:52	N/A
Noel Polty/Kanguq (Kasyuli)	7:31	Noel Polty Blvd/Kanguq (Kasyuli)	2:58	N/A
Arrival	7:45			

BRHS Busses Friday Early Release

M-T-W-T-F

M-T-T

Friday

Bus 1:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	4:00	2:00
		Departure	4:05	2:05
Longhouse Hotel	8:02	7th Ave. & Willow St	4:08	2:08
Swanson's Furniture	8:04	6th Ave & Main St	4:10	2:10
Alder St	8:06	Longhouse Hotel	4:12	2:12
Hanger Lake/Osier	8:08	Swanson's Furniture	4:14	2:14
116 East Avenue	8:10	Alder St	4:16	2:16
Corina's Grocery	8:12	Hanger Lake/Osier	4:18	2:18
6th Ave & Main St	8:15	116 East Avenue	4:20	2:20
7th Ave. & Willow St	8:16	Corina's Grocery	4:22	2:22
Arrival	8:20			
Bus 2:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	4:00	2:00
		Departure	4:05	2:05
KC Supply/1925 HWY		Laroux Lane	4:10	2:10
120 Cranberry St	8:06	North Ave.	4:11	2:11
450 Katie Hatley Lane	8:08	Trailer Court	4:13	2:13
127 Alex Hatley Drive	8:10	KC Supply/1925 HWY	4:14	2:14
Trailer Court	8:12	127 Alex Hatley Drive	4:16	2:16
North Ave.	8:14	450 Katie Hatley Lane	4:18	2:18
Laroux Lane	8:15	120 Cranberry St	4:20	2:20
Arrival	8:20			
Bus 3:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	4:00	2:00
		Departure	4:05	2:05
4001 Sonny's Way	8:07	Cultural Center	4:10	2:10
4301 Amy's Way	8:09	4001 Sonny's Way	4:16	2:18
Cultural Center	8:15	4301 Amy's Way	4:18	2:20
Arrival	8:20			
Bus 4:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	4:00	2:00
		Departure	4:05	2:05
106 Ptarmigan	8:00	106 Ptarmigan	4:08	2:08
171 Ptarmigan	8:02	171/178 Ptarmigan	4:10	2:10
658 Ptarmigan/Quick Stop	8:03	AVCP Housing/Ptarmigan	4:12	2:12
Uiviq Sub	8:05	658 Ptarmigan/Quick Stop	4:14	2:14
9110 Tundra Ridge	8:07	Uiviq Sub	4:16	2:16
9330 Tundra Ridge/Park	8:09	9110 Tundra Ridge	4:18	2:18
9346 Tundra Ridge	8:11	9330 Tundra Ridge/Park	4:20	2:20
Imkuciq/Ptarmigan	8:13	9346 Tundra Ridge	4:22	2:22
9120 Ptarmigan	8:16	Imkuciq/Ptarmigan	4:24	2:24
AVCP Housing/Ptarmigan		9120 Ptarmigan	4:26	2:26
Arrival	8:20			
Bus 5:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	4:00	2:00
		Departure	4:05	2:05
218 Akiak Dr (City Sub)	8:11	Teen Center	4:08	2:07
240 Akiak Dr (City Sub)	8:13	331 Akiak Dr (City Sub)	4:10	2:09
331 Akiak Dr (City Sub)	8:15	245 Akiak Dr (City Sub)	4:12	2:11
		221 Akiak Dr (City Sub)	4:14	2:13
		502 Mission Lake Dr/Lake View Apt	4:16	2:15
		KUC	4:19	2:17
Arrival	8:20			
Bus 6:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	N/A	N/A
		Departure	N/A	N/A
FAA Club House	7:58		N/A	N/A
5900 Nacaullek (Kasayuli)	8:03		N/A	N/A
5700 Neqleg (Kasayuli)	8:05		N/A	N/A
5456A Paul John (Kasayuli)	8:07		N/A	N/A
Noel Polty Kanguq (Kasayuli)	8:10		N/A	N/A
Arrival	8:20			
Bus 7:				
AM Stop	Time	PM Stop	Time	Time
		School Arrival	4:00	2:00
		Departure	4:05	2:05
	N/A	FAA Club House	4:15	2:15
	N/A	Noel Polty/Kanguq/Kasiyuli	4:20	2:20
	N/A	5456A Paul John/Kasiyuli	4:22	2:22
	N/A	5700 Neqleg (Kasayuli)	4:24	2:24
	N/A	5900 Nacaullek/Kasiyuli	4:27	2:27
	N/A			

Synchro Data and Results

Appendix C

HCM 2010 TWSC
3: Ridgecrest Dr & Ayaprun Driveway

12/30/2022

Intersection						
Int Delay, s/veh	2.2					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	47	6	115	85	10	95
Future Vol, veh/h	47	6	115	85	10	95
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	65	65	92	65	65	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	72	9	125	131	15	103
Major/Minor	Minor1	Major1		Major2		
Conflicting Flow All	324	191	0	0	256	0
Stage 1	191	-	-	-	-	-
Stage 2	133	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	670	851	-	-	1309	-
Stage 1	841	-	-	-	-	-
Stage 2	893	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	662	851	-	-	1309	-
Mov Cap-2 Maneuver	662	-	-	-	-	-
Stage 1	841	-	-	-	-	-
Stage 2	882	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	11	0		1		
HCM LOS	B					
Minor Lane/Major Mvmt	NBT	NBRWBLn1		SBL	SBT	
Capacity (veh/h)	-	-		679	1309	
HCM Lane V/C Ratio	-	-		0.12	0.012	
HCM Control Delay (s)	-	-		11	7.8	
HCM Lane LOS	-	-		B	A	
HCM 95th %tile Q(veh)	-	-		0.4	0	

Intersection						
Int Delay, s/veh	7.1					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	102	66	121	64	72	115
Future Vol, veh/h	102	66	121	64	72	115
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	65	65	92	65	65	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	157	102	132	98	111	125
Major/Minor	Minor1	Major1		Major2		
Conflicting Flow All	528	181	0	0	230	0
Stage 1	181	-	-	-	-	-
Stage 2	347	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	511	862	-	-	1338	-
Stage 1	850	-	-	-	-	-
Stage 2	716	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	466	862	-	-	1338	-
Mov Cap-2 Maneuver	466	-	-	-	-	-
Stage 1	850	-	-	-	-	-
Stage 2	652	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	16.5	0		3.7		
HCM LOS	C					
Minor Lane/Major Mvmt	NBT	NBRWBLn1		SBL	SBT	
Capacity (veh/h)	-	-	569	1338	-	
HCM Lane V/C Ratio	-	-	0.454	0.083	-	
HCM Control Delay (s)	-	-	16.5	7.9	0	
HCM Lane LOS	-	-	C	A	A	
HCM 95th %tile Q(veh)	-	-	2.4	0.3	-	

Intersection						
Int Delay, s/veh	4.2					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	54	40	89	53	45	142
Future Vol, veh/h	54	40	89	53	45	142
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	65	65	92	65	65	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	83	62	97	82	69	154
Major/Minor	Minor1	Major1	Major2			
Conflicting Flow All	430	138	0	0	179	0
Stage 1	138	-	-	-	-	-
Stage 2	292	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	582	910	-	-	1397	-
Stage 1	889	-	-	-	-	-
Stage 2	758	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	551	910	-	-	1397	-
Mov Cap-2 Maneuver	551	-	-	-	-	-
Stage 1	889	-	-	-	-	-
Stage 2	717	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	12	0		2.4		
HCM LOS	B					
Minor Lane/Major Mvmt	NBT	NBRWBLn1	SBL	SBT		
Capacity (veh/h)	-	-	662	1397	-	
HCM Lane V/C Ratio	-	-	0.218	0.05	-	
HCM Control Delay (s)	-	-	12	7.7	0	
HCM Lane LOS	-	-	B	A	A	
HCM 95th %tile Q(veh)	-	-	0.8	0.2	-	

HCM 2010 TWSC
3: Ridgecrest Dr & Ayaprun Driveway

12/30/2022

Intersection						
Int Delay, s/veh	2.2					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	47	6	115	85	10	95
Future Vol, veh/h	47	6	115	85	10	95
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	65	65	92	65	65	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	72	9	125	131	15	103
Major/Minor	Minor1	Major1		Major2		
Conflicting Flow All	324	191	0	0	256	0
Stage 1	191	-	-	-	-	-
Stage 2	133	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	670	851	-	-	1309	-
Stage 1	841	-	-	-	-	-
Stage 2	893	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	662	851	-	-	1309	-
Mov Cap-2 Maneuver	662	-	-	-	-	-
Stage 1	841	-	-	-	-	-
Stage 2	882	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	11	0		1		
HCM LOS	B					
Minor Lane/Major Mvmt	NBT	NBRWBLn1		SBL	SBT	
Capacity (veh/h)	-	-		679	1309	
HCM Lane V/C Ratio	-	-		0.12	0.012	
HCM Control Delay (s)	-	-		11	7.8	
HCM Lane LOS	-	-		B	A	
HCM 95th %tile Q(veh)	-	-		0.4	0	

Intersection						
Int Delay, s/veh	7.1					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	102	66	121	64	72	115
Future Vol, veh/h	102	66	121	64	72	115
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	65	65	92	65	65	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	157	102	132	98	111	125
Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	528	181	0	0	230	0
Stage 1	181	-	-	-	-	-
Stage 2	347	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	511	862	-	-	1338	-
Stage 1	850	-	-	-	-	-
Stage 2	716	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	466	862	-	-	1338	-
Mov Cap-2 Maneuver	466	-	-	-	-	-
Stage 1	850	-	-	-	-	-
Stage 2	652	-	-	-	-	-
Approach	WB		NB		SB	
HCM Control Delay, s	16.5		0		3.7	
HCM LOS	C					
Minor Lane/Major Mvmt		NBT	NBRWBLn1		SBL	SBT
Capacity (veh/h)		-	-	569	1338	-
HCM Lane V/C Ratio		-	-	0.454	0.083	-
HCM Control Delay (s)		-	-	16.5	7.9	0
HCM Lane LOS		-	-	C	A	A
HCM 95th %tile Q(veh)		-	-	2.4	0.3	-

Intersection

Int Delay, s/veh 4.2

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	54	40	89	53	45	142
Future Vol, veh/h	54	40	89	53	45	142
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	65	65	92	65	65	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	83	62	97	82	69	154

Major/Minor	Minor1	Major1	Major2
Conflicting Flow All	430	138	0
Stage 1	138	-	-
Stage 2	292	-	-
Critical Hdwy	6.42	6.22	-
Critical Hdwy Stg 1	5.42	-	-
Critical Hdwy Stg 2	5.42	-	-
Follow-up Hdwy	3.518	3.318	-
Pot Cap-1 Maneuver	582	910	-
Stage 1	889	-	-
Stage 2	758	-	-
Platoon blocked, %		-	-
Mov Cap-1 Maneuver	551	910	-
Mov Cap-2 Maneuver	551	-	-
Stage 1	889	-	-
Stage 2	717	-	-

Approach	WB	NB	SB
HCM Control Delay, s	12	0	2.4
HCM LOS	B		

Minor Lane/Major Mvmt	NBT	NBRWBLn1	SBL	SBT
Capacity (veh/h)	-	-	662	1397
HCM Lane V/C Ratio	-	-	0.218	0.05
HCM Control Delay (s)	-	-	12	7.7
HCM Lane LOS	-	-	B	A
HCM 95th %tile Q(veh)	-	-	0.8	0.2

Intersection												
Int Delay, s/veh	7.4											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	2	15	108	70	14	0	52	5	72	0	9	0
Future Vol, veh/h	2	15	108	70	14	0	52	5	72	0	9	0
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	92	65	92	65	65	92	92	92	65	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	2	23	117	108	22	0	57	5	111	0	10	0
Major/Minor	Minor2		Minor1		Major1		Major2					
Conflicting Flow All	196	240	10	255	185	61	10	0	0	116	0	0
Stage 1	10	10	-	175	175	-	-	-	-	-	-	-
Stage 2	186	230	-	80	10	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	763	661	1071	698	709	1004	1610	-	-	1473	-	-
Stage 1	1011	887	-	827	754	-	-	-	-	-	-	-
Stage 2	816	714	-	929	887	-	-	-	-	-	-	-
Platoon blocked, %								-	-		-	-
Mov Cap-1 Maneuver	723	636	1071	587	682	1004	1610	-	-	1473	-	-
Mov Cap-2 Maneuver	723	636	-	587	682	-	-	-	-	-	-	-
Stage 1	973	887	-	796	725	-	-	-	-	-	-	-
Stage 2	762	687	-	806	887	-	-	-	-	-	-	-
Approach	EB		WB		NB		SB					
HCM Control Delay, s	9.4		12.6		2.4		0					
HCM LOS	A		B									
Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1WBLn1	SBL	SBT	SBR					
Capacity (veh/h)	1610	-	-	958	601	1473	-	-				
HCM Lane V/C Ratio	0.035	-	-	0.149	0.215	-	-	-				
HCM Control Delay (s)	7.3	0	-	9.4	12.6	0	-	-				
HCM Lane LOS	A	A	-	A	B	A	-	-				
HCM 95th %tile Q(veh)	0.1	-	-	0.5	0.8	0	-	-				

HCM 2010 TWSC
3: Ridgecrest Dr & Ayaprun Driveway

12/30/2022

Intersection

Int Delay, s/veh 1

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	28	3	282	28	3	302
Future Vol, veh/h	28	3	282	28	3	302
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	65	65	92	65	65	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	43	5	307	43	5	328

Major/Minor	Minor1	Major1	Major2
Conflicting Flow All	667	329	0
Stage 1	329	-	-
Stage 2	338	-	-
Critical Hdwy	6.42	6.22	-
Critical Hdwy Stg 1	5.42	-	-
Critical Hdwy Stg 2	5.42	-	-
Follow-up Hdwy	3.518	3.318	-
Pot Cap-1 Maneuver	424	712	-
Stage 1	729	-	-
Stage 2	722	-	-
Platoon blocked, %		-	-
Mov Cap-1 Maneuver	422	712	-
Mov Cap-2 Maneuver	422	-	-
Stage 1	729	-	-
Stage 2	718	-	-

Approach	WB	NB	SB
HCM Control Delay, s	14.2	0	0.1
HCM LOS	B		

Minor Lane/Major Mvmt	NBT	NBRWBLn1	SBL	SBT
Capacity (veh/h)	-	-	439	1209
HCM Lane V/C Ratio	-	-	0.109	0.004
HCM Control Delay (s)	-	-	14.2	8
HCM Lane LOS	-	-	B	A
HCM 95th %tile Q(veh)	-	-	0.4	0

Intersection						
Int Delay, s/veh	3.5					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	81	21	285	61	19	282
Future Vol, veh/h	81	21	285	61	19	282
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	65	65	92	65	65	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	125	32	310	94	29	307
Major/Minor	Minor1	Major1	Major2			
Conflicting Flow All	722	357	0	0	404	0
Stage 1	357	-	-	-	-	-
Stage 2	365	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	394	687	-	-	1155	-
Stage 1	708	-	-	-	-	-
Stage 2	702	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	382	687	-	-	1155	-
Mov Cap-2 Maneuver	382	-	-	-	-	-
Stage 1	708	-	-	-	-	-
Stage 2	681	-	-	-	-	-
Approach	WB	NB	SB			
HCM Control Delay, s	18.6	0	0.7			
HCM LOS	C					
Minor Lane/Major Mvmt	NBT	NBRWBLn1	SBL	SBT		
Capacity (veh/h)	-	-	420	1155	-	
HCM Lane V/C Ratio	-	-	0.374	0.025	-	
HCM Control Delay (s)	-	-	18.6	8.2	0	
HCM Lane LOS	-	-	C	A	A	
HCM 95th %tile Q(veh)	-	-	1.7	0.1	-	

Intersection						
Int Delay, s/veh	1.5					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	23	2	86	11	2	98
Future Vol, veh/h	23	2	86	11	2	98
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	65	65	92	65	65	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	35	3	93	17	3	107
Major/Minor	Minor1	Major1	Major2			
Conflicting Flow All	215	102	0	0	110	0
Stage 1	102	-	-	-	-	-
Stage 2	113	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	773	953	-	-	1480	-
Stage 1	922	-	-	-	-	-
Stage 2	912	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	771	953	-	-	1480	-
Mov Cap-2 Maneuver	771	-	-	-	-	-
Stage 1	922	-	-	-	-	-
Stage 2	910	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	9.8	0		0.2		
HCM LOS	A					
Minor Lane/Major Mvmt	NBT	NBRWBLn1	SBL	SBT		
Capacity (veh/h)	-	-	783	1480	-	
HCM Lane V/C Ratio	-	-	0.049	0.002	-	
HCM Control Delay (s)	-	-	9.8	7.4	0	
HCM Lane LOS	-	-	A	A	A	
HCM 95th %tile Q(veh)	-	-	0.2	0	-	

Intersection												
Int Delay, s/veh	7.4											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	1	8	37	55	9	0	56	6	24	0	8	4
Future Vol, veh/h	1	8	37	55	9	0	56	6	24	0	8	4
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	92	65	92	65	65	92	92	92	65	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	1	12	40	85	14	0	61	7	37	0	9	4
Major/Minor	Minor2		Minor1		Major1		Major2					
Conflicting Flow All	166	177	11	185	161	26	13	0	0	44	0	0
Stage 1	11	11	-	148	148	-	-	-	-	-	-	-
Stage 2	155	166	-	37	13	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	798	717	1070	776	731	1050	1606	-	-	1564	-	-
Stage 1	1010	886	-	855	775	-	-	-	-	-	-	-
Stage 2	847	761	-	978	885	-	-	-	-	-	-	-
Platoon blocked, %								-	-		-	-
Mov Cap-1 Maneuver	763	689	1070	715	702	1050	1606	-	-	1564	-	-
Mov Cap-2 Maneuver	763	689	-	715	702	-	-	-	-	-	-	-
Stage 1	971	886	-	822	745	-	-	-	-	-	-	-
Stage 2	799	731	-	928	885	-	-	-	-	-	-	-
Approach	EB		WB		NB		SB					
HCM Control Delay, s	9		10.9		4.3		0					
HCM LOS	A		B									
Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1WBLn1	SBL	SBT	SBR					
Capacity (veh/h)	1606	-	-	943	713	1564	-	-				
HCM Lane V/C Ratio	0.038	-	-	0.057	0.138	-	-	-				
HCM Control Delay (s)	7.3	0	-	9	10.9	0	-	-				
HCM Lane LOS	A	A	-	A	B	A	-	-				
HCM 95th %tile Q(veh)	0.1	-	-	0.2	0.5	0	-	-				

2.60.030 Appointment, term, vacancy, and removal of members.

A. *Applications.* Volunteers interested in filling a vacancy on a committee, commission, or ad hoc committee shall submit an application for appointment to the city clerk's office, on a form provided by the city clerk's office.

B. *Eligibility.* The city clerk's office shall screen applicants and confirm their eligibility. A member must be a resident of Bethel for six (6) months prior to appointment. The city clerk's office shall review and identify any potential conflicts of interest that may affect the appointment of the individual.

A city employee shall not be appointed as a voting member or alternate member to a committee, commission, or ad hoc committee which conducts any business that concerns or relates to the department where the employee works.

C. *Appointment.* The city council, following sponsorship by the mayor, is the appointing authority for committees, commissions, and ad hoc committee voting members, alternate members, and youth members. Members shall be appointed without discrimination based on race, national origin, color, age, religious creed, sex, political affiliation, marital status, physical disability, or other statuses protected by law. Members shall not receive compensation for their services.

D. *Official Oaths.* All applicants under this chapter shall take an oath of office within forty-five (45) days following council's appointment and prior to participating in any meeting of the appointed body. If an applicant does not take their oath of office within forty-five (45) days following appointment, the city clerk's office shall provide notice to the applicant, city council, and the relevant committee that the appointment is invalid and the vacancy stands.

E. *Term.* The term of office for positions on committees and commissions shall be three (3) years and expire on December thirty-first (31st); provided, a member whose term has expired but seeks reappointment may continue to hold office for a period not longer than thirty (30) days following term expiration. The term of an ad hoc committee shall be established in the resolution creating the committee.

If a position on a committee, commission or ad hoc committee becomes vacant before the expiration of the term, the city clerk shall review the vacancy and recommend that the council's appointment to fill the vacancy be given a term that is staggered from the other members of the body. When a new committee or commission is created, the terms shall be staggered.

The term of the council representative is one (1) year.

The term of the youth member is one (1) year.

F. *Vacancy.* Except as otherwise provided in this chapter, council-appointed members of committees, commissions, and ad hoc committees shall serve at the pleasure of the council. Vacancies on committees, commissions, and ad hoc committees:

1. Shall be declared by the committee, commission, or ad hoc committee when a member:
 - a. Is absent from the city for more than ninety (90) days without first being excused by the body;

- b. Fails to attend three (3) regularly scheduled meetings within any calendar year without being excused by the body;
 - c. Fails to attend three (3) special meetings within any calendar year without being excused by the body;
 - d. Submits a written resignation that is accepted by the body;
 - e. Dies;
 - f. Ceases to be a resident of the city;
 - g. Is convicted of a felony or an offense involving a violation of the oath of office for the body; or
 - h. Becomes disqualified from holding the seat under other provisions of this code.
- 2. May be declared by the committee, commission, or ad hoc committee when a member:
 - a. Fails to attend at least sixty-five (65) percent of regular meetings held within any calendar year, whether excused or unexcused;
 - b. Fails to attend at least sixty-five (65) percent of special meetings held within any calendar year, whether excused or unexcused.
 - 3. May be declared by the city council for any reason.
 - 4. The member whose seat is being considered for declaration of vacancy shall be provided an opportunity to address the body or the council at the public meeting at which the vacancy is being considered.
 - 5. Public notices of vacancies will be provided by the city clerk. [Ord. 21-20 § 4, 2021.]

The Bethel Municipal Code is current through Ordinance 23-01, and legislation passed through January 10, 2023.

Disclaimer: The city clerk's office has the official version of the Bethel Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

[City Website: www.cityofbethel.org](http://www.cityofbethel.org)
[Code Publishing Company](#)

2.60.090 Planning commission powers and duties.

A. The planning commission shall:

1. Conduct public hearings to consider the approval, conditional approval, or denial of:
 - a. Variance applications;
 - b. Conditional use permit applications; and
 - c. Special use permits for tall structures in accordance with Chapter [16.10](#) BMC.
2. In accordance with AS [29.40.030](#) and Chapter [16.08](#) BMC, and after holding public hearings, recommend to the council amendments and updates to the comprehensive plan for the physical development of the city. The comprehensive plan, with the accompanying maps, plats, charts, and descriptive and explanatory matter, shall show the commission's recommendations and may include, among other things, the general location and extent of streets and other methods of circulation and transportation; the general location and extent of public utilities; the general location and extent of parks, playgrounds, and drainage facilities; and the use of land. The comprehensive plan shall include:
 - a. Statements of policies, goals and standards;
 - b. A land use plan;
 - c. A community facilities plan;
 - d. A transportation plan; and
 - e. Recommendations for implementation of the comprehensive plan.
3. Approve subdivision plans and plats and provide recommendations to council on the adoption of a subdivision agreement in accordance with Chapter [17.04](#) BMC.
4. Hear appeals from the decision of the planning director.*
5. Act as the platting authority for the city.
6. Review and make recommendations to the council on the adoption of and changes to subdivision, land use, site plan, land acquisition and disposal, flood control, housing, building and similar codes.
7. Provide a forum for public comment and input regarding planning, zoning, and land use.
8. Perform such other duties and functions as are provided for in BMC Titles [15](#), [16](#), [17](#) and [18](#) and other provisions of this code or as may be referred by the city council.

B. All formal actions of the commission shall be by resolution bearing:

1. The heading "Resolution of the Bethel Planning Commission";

2. The space for the resolution number to be assigned, "Resolution No. (number)";
 3. A short and concise title descriptive of its subject and purpose;
 4. A short list of "whereas" clauses descriptive of the reasons for the resolution, if necessary;
 5. The resolving clause "THEREFORE, BE IT RESOLVED THAT..." followed by a statement of the action approved by the commission and such factual findings, conclusions and other matters as may be appropriate; and
 6. A declaration of the date the resolution was adopted: "Adopted (date)" and designated lines for the signatures of the chairperson and the commission ex officio member responsible for recording the actions in the meeting.
- C. The planning commission may make recommendations to the council on:
1. Necessary, proposed, or existing federal, state and/or city land selection, acquisition, disposal or management practices that affect the city.
 2. Proposed or existing public improvements and the prioritization of the projects in the city's annual and long-term capital improvement programs.
 3. The city's annual planning budget and work program. [Ord. 21-20 § 4, 2021.]

*** Code reviser's note:** This subsection was amended at the request of the city to remove a reference to the board of adjustment to correspond with the amendments from Ordinance [22-17](#).

The Bethel Municipal Code is current through Ordinance 23-01, and legislation passed through January 10, 2023.

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Planning Commission 2022 Attendance

Regular Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Kathy Hanson, Chair	P	P	P	P	NO MTG	P	P	P	P	P	P	E
Lorin Bradbury, Vice Chair	P	E	P	E	NO MTG	P	P	E	P	E	P	E
John Guinn	P	P	P	xx	xx	xx	xx	xx	xx	xx	xx	xx
Alex Wasierski	P	P	P	P	NO MTG	P	P	P	E	P	E	P
Shadi Rabi	P	E	P	P	NO MTG	P	E	E	P	P	E	P
Stanley Hoffman Jr.	P	P	E	P	NO MTG	E	U	P	P	E	P	U
Haley Hanson	XX	P	P	U	NO MTG	E	P	P	P	P	P	P
Jessica Schroeder	U	E	P	P	NO MTG	E	E	P	U	P	U	E
Rose Henderson	U	P	P	P	NO MTG	P	P	P	P	P	xx	xx
Greg Morgan	xx	xx	xx	xx	NO MTG	E	P	E	P	P	P	P
Sophie Swope	xx	xx	xx	xx	xx	xx	xx	xx	xx	xx	P	U

Special Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Kathy Hanson, Chair										P		
Lorin Bradbury, Co-Chair										E		
John Guinn										XX		
Alex Wasierski										P		
Shadi Rabi										P		
Stanley Hoffman Jr.										E		
Haley Hanson										P		
Jessica Schroeder										U		
Greg Morganxx										P		

Vacancy shall be declared by the body when a member:

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

P=Present
E=Excused
U=Unexcused
T= Tardy

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

xx: not yet appointed/left commission

APPENDIX 1: PLANNING DEPARTMENT ACTION ITEMS

DRAFT

APPENDIX 1 – PLANNING DEPARTMENT ACTION ITEMS

Chapter 3 – Housing and Land Use

GOAL 1: Address potential barriers to housing development.		
Strategy 1: Streamline the land use approval process.		
	Action A: Every five years, audit the Planning Department website and application forms used for land use processes and revise for clarity and ease of use.	Bethel Municipal Code (BMC) Titles 15 through 18 govern land use and development. BMC is available online and updated regularly as changes are made to the code. Planning application forms are also available online on the City website. These materials are intended to make it accessible for anyone working on projects to access the information they need to get approval and complete their projects, but processes can be overwhelming for those not frequently using them; clarifying information available helps reduce time the Planning Department must help walk applicants through the process. It may be helpful to create flowcharts explaining the most common land use approval processes, including references to relevant code sections. The department may also consider creating a schedule of application submission cut-off dates for each Planning Commission hearing.
	Action B: If an element of the code or process repeatedly causes unnecessary difficulty or undue delay for housing developers, the City Planner should consider whether it would be of public benefit to make a change to the code and bring the suggested change forward to the Planning Commission and City Council.	Code and development ideas are always changing, so there needs to be room for flexibility and the ability to adapt as needed. One process in the code that can be used to address some cases, such as dimensional and parking requirements, is a Variance. Variances require a public hearing and approval before the planning commission. However, if an element of the code or process repeatedly causes unnecessary difficulty or undue delay for housing developers, the City Planner may consider whether it would be of public benefit to consider a code change that would be brought forward to the Planning Commission and City Council.
Strategy 2: Ensure that subdivision, development, and design standards are enforced.		
	Action A: Require compliance with all subdivision standards for approval, including the standard subdivision agreement process.	In the past, standards and enforcement of ROW widths and roadway construction may have been inconsistent; many roads in Bethel are narrow or have ROW encroachments. The subdivision agreement process was in part created to avoid this; insufficient ROW can cause safety, liability, or funding issues. One example of issues arising was the Haroldson Subdivision to the northeast of town, where the roads designed were substandard and unable to be officially accepted and maintained by the City. Later, the City had to work with the subdivision developer to inspect and bring roads up to a standard that could be accepted by the City for ownership and maintenance responsibilities. If subdivision standards are not enforced prior to or during development, this can cause complex issues with various private property owners within the subdivision.

	Action B: Consider changes to the subdivision approval and agreement process to improve clarity and efficiency.	While more housing is needed in Bethel and some might consider standards to be a barrier to development, they are necessary to ensuring that the City can provide for adequate quality of life in Bethel. Still, ways to improve the clarity and efficiency of the process may arise, so the Planning Department should be open to changes in the future.
	Action C: Develop a position description to potentially hire a code enforcement officer.	Currently, the planning director or whomever they appoint is designated as the “land use administrator,” who is tasked with enforcing code. There has been discussion within the City as to whether or not there is sufficient work to justify hiring a full-time code enforcement officer, while some people think a code enforcement officer would be very busy. Funding the role may also be a challenge. Hiring a code enforcement officer may be the most effective way to combat compliance issues. There may also be opportunities for them to undertake other duties, such as documenting maintenance issues across the City, including drainage concerns, vegetation overgrowth, or vandalism.
	Action D: Examine code sections related to non-conformance and coming closer to compliance to determine if changes may be needed.	
Strategy 3: Encourage development by working with developers collaboratively to install public infrastructure, including piped water and sewer systems and roads.		
	Action A: As part of the subdivision agreement process, consider designing a standardized “impact fee” mechanism to have developers participate in funding when their development will impact the overall system (water and sewer or other infrastructure such as roads).	This could include funding for engineering, materials, and/or construction. A transparent, standardized process will be important in making expectations clear to potential developers.
	Action C: The City can encourage and/or assist subdivision developers to seek and apply for infrastructure grants.	For road development, the City can help developers apply for transportation funding via the Alaska Transportation Funding Opportunity Hub (see Chapter 4 – Local Transportation, Goal 6 for more discussion). For water and sewer, there are other grants that may be able to help with funding, such as the grants the City will use to fund projects outlined in Chapter 6 – Utility Infrastructure. For subdivisions developed by tribal organizations, additional funding sources may be available.

GOAL 2: Facilitate more affordable housing development and access to affordable housing.

Strategy 1: Use zoning to encourage multifamily and more dense housing development.

	Action A: Develop a working group to assist the City Planner to study and create code changes and zoning map changes for a new Multifamily Residential zoning district that can be brought forward to the Planning Commission and City Council for approval.	While multifamily development is currently possible in several zones, there may be code requirements that hinder its feasibility or discourage it. Creating a new Multifamily Residential zoning district would require an amendment to zoning code. A working group could conduct analysis to determine exact requirements and standards associated with this district. Units allowed per acre should be higher than other districts, which currently only allow four maximum, and lot sizes should be viable to fit triplexes or larger. Ideally a CUP would not be required under some threshold of units (instead, only a site plan permit). The Future Land Use Plan Map in this plan should be used to guide where this new zoning district would be appropriate.
	Action B: Encourage the implementation of the new Multifamily Residential zone and existing Downtown Commercial and Neighborhood Commercial zones through the Future Land Use Plan Map.	When people consider completing projects, the City Planner can provide information and advice about potential zoning changes.
	Action C: Consider rezoning some City land to Multifamily Residential where recommended in the Future Land Use Plan Map.	
	Action D: Encourage use of the Planned Unit Development model, which allows increased flexibility on some dimensional aspects of multifamily development and can create open spaces that are shared with a neighborhood feel.	To demonstrate the potential of PUD or other creative multifamily residential development projects, the City could release an RFP to examine multi-family or mixed-use projects as examples of the PUD model.

Strategy 2: Support access to information on housing assistance programs.

	Action A: Work with various community partners, potentially including the U.S. Department of Housing and Urban Development (HUD), Alaska Housing Finance Corporation (AHFC), ONC, or BNC, to gather and share educational programming or information to assist people in accessing economic housing assistance.	Links to information about programs that exist could be compiled and shared on the City website.
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GOAL 3: Reserve space to accommodate community needs and desired development.

Strategy 1: Inventory City-owned properties and information that may impact how they can be used.

Action A: Inventory all City-owned properties, including their current use or any use requirements/restrictions or other encumbrances associated with original BLM conveyance to the City.	This should be included in the City's GIS mapping efforts; see Goal 6. To determine and potentially change encumbrances that may exist on City properties, coordination with BLM may be required.
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Strategy 2: Create and regularly maintain a list of community facility and infrastructure needs that will require land.

Action C: Using the list and the guidance of relevant entities as coordinated by Public Works, the Planning Department research and identify if there are specific City-owned sites that should be reserved for each based on spatial needs.	If appropriate, the sites should be identified on the Future Land Use Plan Map – see Goal 5 below. Existing City property that can serve community needs should be considered first. If adequate or appropriately located property is not available for a particular need, look into other properties that may make sense to pursue trading or acquiring (Action D).
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Strategy 3: Use the Future Land Use Plan Map to designate priority areas for residential and commercial development.

GOAL 4: Identify areas that are good candidates for infill development and take steps to facilitate their development.

Strategy 1: Identify the best areas for infill development.

Action A: Create a map that highlights a “priority development area” including the best / most likely areas for infill development as Bethel grows.	<i>The map could include:</i> - The area within and around existing Bethel development, or the areas that would not require long road extensions to reach them - Remove already-developed parcels – just leave parcel boundaries to show there is development there - Remove areas that are not reasonably developable, such as waterways and floodplains in the Preservation zone (this should be updated as areas classified by the Corps as wetlands may change over time) - Show land ownership for the remaining parcels or areas
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Strategy 3: Decrease barriers to additional commercial development and incentivize development patterns that support more commercial activity.

	Action A: Revise zoning code to clarify how shopping centers could be permitted.	
	Action B: Consider setting aside a space to host “markets” where small businesses (such as artisans may otherwise work out of their homes) can rent booths and sell goods or services.	<i>See People and Economy chapter.</i> This may be an opportunity to co-locate businesses to help more small businesses get off the ground and share spaces, parking, and customers. This type of event could be hosted in an existing space like the cultural center, or outside in a City park during the summer.

Strategy 4: Facilitate redevelopment of properties that are underutilized, dilapidated, or abandoned.

	Action A: Compile a list of sites that appear to be underutilized, dilapidated, or vacant / abandoned.	This list can begin by considering some sites recommended by the community as part of the Comprehensive Plan Update process: - Former Kilbuck School site. The site has been vacant since the school burned down. Though the site may be more complicated than it looks due to old utilities running down the middle, it could be replatted and these elements could be addressed. It has been suggested that it become a park; the site could also include additional residential and/or commercial development. - The school district has a property with old fuel tanks that may no longer be in use. If that is the case, the tanks could be removed and the site could be redeveloped. There may be grants available to help with any remediation that might be needed.
	Action B: Implement a vacant building registration ordinance.	This would be a proactive approach to give the City a way to track, assist with clean-up or demolition, and potentially acquire vacant and/or abandoned properties. This can also facilitate sale of the properties while maintenance is completed.
	Action C: Examine and revise the Public Nuisance Abatement code (BMC 9.36) to improve its effectiveness and efficiency.	Currently, abatement is a very time-intensive process that makes it difficult for the City to undertake. Legal guidance would be needed to revise the code, and a potential Code Enforcement Officer could assist with abatement efforts.

GOAL 5: Using the Future Land Use Plan Map and its land use designations, shape future development to ensure an organization of uses that is logical and compatible.

Strategy 1: Implement and raise awareness about the Future Land Use Plan Map and how it is used.

	Action A: Add the Future Land Use Plan Map to the City's GIS maps.	<i>See Mapping section and Goal 6 below.</i>
	Action B: Post the explanation of Zoning versus Future Land Use Plan Map from this plan, as well as the table with Future Land Use designations, definitions, and implementing districts, to the Planning Department website.	
	Action C: Use the Future Land Use Plan Map as the basis for initiating discussions with landowners that could potentially develop their land in the priority development area.	<i>See Goal 4, Strategies 1 and 2 above.</i>
Strategy 2: Create a working group to alter code for zoning designations so that future development is more strategically organized.		
	Action A: Create a working group to assist the City Planner on potential changes to zoning code that could be brought forward to the Planning Commission and City Council for approval.	This would include the addition of the proposed new Multifamily Residential zone discussed above in Goal 2, Strategy 1 and below in Action C.
	Action B: Create an organized table for all uses and all zoning districts, clarifying which uses are permitted, require additional permitting, or not permitted.	A current version of this table should be used to help guide working group discussions. Once the working group has prepared potential code changes, they should create a proposed updated version of the table that could be adopted as part of zoning code.
	Action C: Consider eliminating the General Use (GU) zone.	Existing uses in the GU zone would be grandfathered in, and new developments could not rezone to GU anymore. This would encourage more specific requirements according to the Future Land Use Plan Map. The grandfathered GU zone could also be amended to include guidelines for redeveloping properties to incentivize making improvements according to surrounding development / Future Land Use Plan Map designation.
	Action D: Create a residential zone that encourages denser residential development on smaller lots. Meanwhile, the traditional R zoning district could be altered to focus on a less dense model that would encourage single-family and duplex development.	The creation of the proposed new Multifamily Residential (R2) zone is discussed in Goal 2, Strategy 1 above. Differentiating R2 from R could help clarify the difference and encourage both of their uses.

	Action E: Consider City-led rezones to help phase out the GU district and assign more specific zones (including newly implemented zoning districts) to applicable areas.	
	Action F: Examine the list of uses that require conditional use permits for all zoning districts and consider changes based on the intent of each district; the changes could be brought forward to the Planning Commission and City Council for approval.	This may provide insight on how to streamline the permitting process and help encourage the use of newer zoning districts, such as Neighborhood and Downtown Commercial and the proposed Multifamily Residential zone.

GOAL 6: Make spatial information and maps available to the public online using GIS.		
Strategy 1: Publish online GIS maps that provide information that was identified as the highest priority for stakeholders.		
	Action A: Publish the GIS version of the Zoning Map online.	
	Action B: Publish an online, interactive GIS map that can provide property lines, zoning, street addresses, and ownership information (when available).	Where possible, add the land uses present on each property (for example, single-family home, duplex, retail, and so on.)
	Action C: Publish an online GIS version of the Future Land Use Plan Map.	
Strategy 2: The Planning Department can continue to add to the GIS maps used internally or available to the public online, based on suggestions made by the community.		
	Action A: Create a map or maps showing easements for trails, rights-of-way, and utilities.	
	Action B: Create a map that shows wetlands, stream or floodplain setbacks, or other limitations to development related to preservation.	

Chapter 4 – Local Transportation

GOAL 4: Design new and reconstructed streets with a focus on providing safe and comfortable routes for all transportation modes and all users.

Strategy 1: Ensure adequate ROW for sharing the road and implementing the Complete Streets concept.

	Action B: When plats are submitted, require that additional ROW be dedicated if adjacent ROWs are not wide enough per code.	
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GOAL 8: Evaluate site development codes to better support safe access for all transportation modes.

Strategy 1: Provide for adequate and safe parking facilities and practices.

	Action A: Examine code to make sure appropriate numbers of parking spaces are provided for each type of land use (If changes are warranted, see Action C below).	Stakeholders indicated that some uses may not require sufficient spaces, while others may require too many. The Planning Department could lead a study of parking requirements in City code and any recommended revisions to the code, likely with the assistance of technical advisors.
	Action B: Facilitate shared parking between adjacent properties and uses when appropriate.	City code already provides for the possibility of shared parking between two or more contiguous uses (18.48.170.C). Shared parking agreements can help create more efficient site layouts and should be encouraged when possible / helpful to landowners. During site plan review applications, the Planning Department could assist property owners by helping identify shared parking opportunities. Then, the owners could coordinate with each other on potential agreements. The City could also provide a standardized agreement that property owners could use and record to memorialize the agreement.
	Action C: If changes are warranted to parking requirements or shared parking provisions in code, provide changes to the Planning Commission and City Council for approval.	The Planning Department could review these sections and try to make them easier to understand if there are sections that are confusing or cause issues for applicants.

Strategy 2: Provide for safe access for vehicles and non-motorized users.

	Action A: Consider consolidating driveway and parking design provisions in code or creating a separate driveway standards worksheet.	There are some existing code sections regarding driveway widths and distances from intersections, but the information could be consolidated. One option is for the City to remove it from code and instead create a driveway standards memo that can be updated more frequently and easily, as needed. Since the driveway standards are currently part of the City's code, a variance is required for any deviations from the requirements.
	Action B: Review commercial site design code to identify opportunities to improve safety provisions such as those encouraged by Crime Prevention through Environmental Design (CPTED) principles.	This could include requiring site lighting, which is especially important for the safety of non-motorized users.

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APPENDIX 2:
PUBLIC WORKS DEPARTMENT ACTION
ITEMS

APPENDIX 2 – PUBLIC WORKS DEPARTMENT ACTION ITEMS

Chapter 3 – Housing & Land Use

GOAL 3: Reserve space to accommodate community needs and desired development.		
Strategy 2: Create and regularly maintain a list of community facility and infrastructure needs that will require land.		
	Action A: Create and maintain a list of community facility and infrastructure needs, in order of priority and including specific spatial needs such as location and approximate area of land required.	The City Manager and the Planning Department should create and maintain the list, in collaboration with leaders from each department. Some items on the list would go hand-in-hand with the Capital Improvement Plan (see <i>Chapter 7 – Public Facilities & Services</i>). As a start, consider including the following space needs for the community (other than housing): - Additional schools that may be needed as the population continues to grow - Additional civic or public works buildings needed - Parks and open space, distributed around different areas of Bethel - Port expansion areas, as needed - Water and wastewater treatment facilities (see <i>Chapter 6 – Utility Infrastructure for more discussion of water and sewer</i>) - Alternative energy generation (wind, solar, etc.) and energy storage sites - Likely new road and other transportation corridors
	Action B: As applicable, identify and initiate coordination with entities that need to be involved in implementation (such as the Public Works department for wastewater facilities, or AVEC for alternative energy generation sites).	See <i>Chapter 6, Utility Infrastructure for more information on coordination with Public Works and AVEC, for example.</i>

Chapter 4 – Local Transportation

GOAL 2: Plan for an organized, proactive approach to surface transportation facility maintenance.		
Strategy 1: Clarify surface transportation facility maintenance responsibilities.		
	Action A: Create a transportation facility (i.e. roads, trails) maintenance responsibility map.	The Public Works Department should be responsible for this effort. This should include a map showing management and maintenance responsibility for each transportation facility. The Ownership and Maintenance Responsibility map in the 2020 Draft LRTP can serve as a starting point. This map could eventually be published online using GIS – <i>see the Mapping section in Chapter 3 – Housing and Land Use.</i>
Strategy 2: Clarify surface transportation facility maintenance responsibilities.		
	Action A: Regularly inspect roads for major potholes that need to be filled / grated, and complete maintenance work as needed.	As part of the typical maintenance schedule and best practices created for Strategy 3 below, guidance should be provided on roadway deterioration to minimize the risk of larger and more costly repairs and damage to vehicles.
	Action B: Regularly inspect transportation facilities for overgrowth, blockage, or freezing culverts and other drainage facilities, and complete maintenance work as needed.	As part of the typical maintenance schedule and best practices created for Strategy 3 below, best practices could be established for how and when to clear culvert and drainage facility issues and whether preventative measures could help, such as placing gravel beds.
	Action C: Explore options for controlling dust on gravel roads, shoulders, and trails, such as watering, emulsifiers, or other surface treatments.	As part of the typical maintenance schedule and best practices created for Strategy 3 below, a schedule could be established for when different types of treatments should be applied based on weather conditions and/or dust levels.
	Action D: As part of the snow removal prioritization plan, incorporate sites for storing snow, to avoid large berms building up within the road ROW.	If there is excess space on City properties, these areas should be evaluated for use as snow disposal areas. The City could also consider approaching owners of conveniently located vacant properties and creating snow disposal agreements to use that space for storage. Consideration should be given to existing drainage and impacts to adjacent properties.
	Action E: Monitor City signage to ensure it meets public needs for wayfinding and safety, and that visibility is not impacted by vegetation overgrowth, snow/ice cover, vandalism, or other maintenance issues.	As part of the typical maintenance schedule and best practices created for Strategy 3 below, track regular sign inspections and maintenance that may be needed.

	Action F: Enforce the removal of ROW encroachments.	This can include the City trimming vegetation on private property that encroaches into the ROW and ordering the removal of other encroachments, such as junk cars.
Strategy 3: Establish improved systems to track maintenance operations.		
	Action A: Raise awareness about the Report a Problem feature on the City website that should be used to report road maintenance needs.	Residents reporting issues may tend to use Text My Gov, but they should be referred to use Report a Problem when appropriate; this may help track the life cycle of maintenance issues, identify recurring issues, and plan future maintenance strategy.
	Action B: Investigate and potentially implement a software program to track maintenance operations.	There may be options that directly interface with something like the Report a Problem form, allowing both the public and City staff to input records of issues. As Public Works keeps record of action taken and other information in this type of system, a useful record would be created to help inform future planning.
	Action C: Create a typical maintenance schedule based on expected work needed on a seasonal basis, as well as best practices for responding to maintenance needs.	This should include expected amounts of surface repairs or treatment and drainage facility clearing in the warmer months and snow and ice clearing and management schedules for the winter. This would help in creating budgets and compiling the overall prioritized list of transportation facility projects that also includes larger construction projects. It would also help predict staffing needs.
	Action D: Create a map of all City transportation supporting elements such as signage, lighting, culverts, other drainage systems, etc.	This could also be used to help track recurring maintenance issues based on location. GIS could be used to prepare a map for the Public Works department to reference and continually update. The Environmental Assessment prepared for the private Donlin Mine project may contain information that is helpful for this effort, particularly related to drainage in Bethel. While expensive, lidar could be used to map topography and better understand drainage.
Strategy 4: Create a prioritized City road maintenance plan.		
	Action A: Create a prioritized City road maintenance plan, and incorporate it into the transportation facility funding strategy and Capital Improvement Plan (see <i>Goal 6 below</i>).	The Public Works Department has been leading related efforts. Currently, approximately three gravel roads get prioritized for rehabilitation each year, and gravel lasts 3-5 years, so the City has determined this is sufficient to get through all the roads as needed; this calculation will continue to change as Bethel grows. A more detailed, prioritized maintenance plan should identify which roads are paved or graveled, how and when to address issues such as potholes or drainage problems, and snow maintenance prioritization. This prioritized plan, maintenance schedule, and best practices created for Action G above can inform each other as they are developed.
	Action B: Identify and prioritize more major road rehabilitation projects, and incorporate it into the	Road rehabilitation projects are more significant projects than regular maintenance. This could be the mechanism for identifying existing gravel roads that should be reconstructed as paved roads.

	transportation facility funding strategy (see Goal 6 below).	
Strategy 5: Design new and rehabilitated road and other transportation facilities to proactively minimize maintenance needs.		
	Action A: Continually evaluate materials for road surfacing and other transportation facility construction to improve durability, such as emulsifiers or other innovative construction methods.	Consider innovative materials and construction methods that may work specifically for Bethel. The Denali Commission, University of Alaska, and DOT&PF continues to complete research on Alaska and permafrost-specific design. A project is currently underway to test Bethel soil samples to determine the type of emulsifier that would best work with the soil. This could make a significant difference in durability. Emulsifiers were difficult to use in the past since roads need to be temporarily closed and the Bethel road system is limited, but with the new Tundra Ridge Road for an alternative route, emulsifiers could be more broadly used in Bethel in the future.
	Action B: As paving technology continues to improve and become more available, use paved surfaces instead of gravel for new or rehabilitated roads of collector classification and above.	Contemporary paving materials and construction techniques lend themselves to easier maintenance and can be designed to anticipate conditions that are likely to occur, like frost-heaving.
	Action C: Improve the implementation of adequate drainage facilities.	The City has identified a need to continually acquire and install more culverts around town. They have recently been installed at a rate of about eight per year, which has not been enough to keep up with the existing drainage issues experienced in the City. In some cases, drainage analysis may be needed to determine the best solution. For example, in some locations, bridges instead of culverts may be needed (such as on Ptarmigan Street, where beavers are repeatedly damming culverts for a below-grade creek crossing). City maintenance workers who are often tasked with installing drainage may not have the training needed. The City could consider contracting out this work or enlisting the help of organizations such as the Alaska Municipal League or DOT&PF for additional training to improve decision-making and installation practices.
	Action D: At the same time as undertaking road rehabilitation projects, assess whether there is additional ROW needed or encroachments that need to be addressed; address these as part of the design process.	Some roads are not located where they are supposed to be based on the plats or other documents that created them – some centerlines are significantly off-center, making some road projects complicated. While the City knows there may be many similar issues around town, when projects are happening an optimal time to verify documentation and make any replatting or other changes as needed. The City also expressed concern that there are some roads so narrow that paving them does not seem worthwhile. If it is possible to obtain additional ROW at the time of road rehabilitation, this could help make more effective roads for moving cars and other users as well as providing space for snow storage and drainage.

GOAL 3: Develop the surface transportation network to reduce travel times, alleviate congestion, and support future development.

Strategy 1: Identify missing links in the surface transportation network.

	Action A: Track traffic data, population and traffic forecasts, and significant future development plans and use these to assist with the identification and prioritization of surface transportation projects through LRTP updates.	When available, the City should use traffic data to understand changes in travel demand and congestion and assist with planning roadway improvements that respond to future population and traffic needs. The City should coordinate with ADOT&PF to obtain data they collect on Bethel roads. On top of ADOT&PF data, the City should assess if other traffic data is needed based on potential future road improvements or new road connections. If so, the City can work to collect data on roughly an annual basis for key locations; this could help show growth or changes in traffic patterns over time. ADOT&PF completes traffic studies in Bethel and could likely share the results with the City upon request.
	Action B: Starting with the Priority Projects map in the 2020 LRTP, create a map that shows new road connections that may be needed in the future.	Tundra Ridge Road is one example of a road connection that has existed informally for some time, but is now becoming a formalized ROW that will help reduce travel times across town and alleviate congestion on CEHH. There are other road connections identified in the 2020 Draft LRTP that should be included in this map, and additional potential connections should be added as they are identified by the City and/or community.
	Action C: Based on locations of likely future land development, add locations of potential future road and other surface transportation connections that would support connectivity for this additional development.	See <i>Chapter 3 – Housing and Land Use</i> for discussion on locations of likely future development. Development through parts of the “Donut Hole” in the middle of town would be the most efficient location for additional development, so the following connections have been discussed (which would also help alleviate current traffic): - The City is applying for funding for the north-south “Donut Hole Road” between CEHH and Ptarmigan Street (stopping at the fitness center on the way) to help address increasing traffic associated with the YKHC campus. This would mostly travel through City land. - An east-west connection across the Donut Hole, connecting to the north or south side of H-Marker Lake Potential future connections should be considered as part of each LRTP process and tentatively mapped.

Strategy 2: Use the LRTP to prioritize and guide implementation of new surface transportation construction projects.

	Action A: Based on the map, create a prioritized list of new surface transportation construction projects.	This would likely start with the prioritized list from the 2020 LRTP, and the list could be adjusted as needed through future LRTP updates.
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	Action B: Incorporate the prioritized list of new transportation projects into the funding strategy (<i>Goal 6</i>).	Use the prioritized list of new surface transportation projects to inform the funding strategy to support the highest priority projects being funded first.
	Action C: Working with key stakeholders and the community, use the five-year LRTP update cycle as an opportunity to revisit and update the prioritized list of new road projects.	

GOAL 4: Design new and reconstructed streets with a focus on providing safe and comfortable routes for all transportation modes and all users.

Strategy 1: Ensure adequate ROW for sharing the road and implementing the Complete Streets concept.

	Action A: Ensure that new ROWs created as part of subdivisions meet minimum width requirements per code.	
	Action C: Consider developing a set of typical roadway cross-sections depending on roadway classification, for reference in City or private development projects involving new or reconstructed roads.	

Strategy 2: When implementing Complete Streets, prioritize the most safe and comfortable facilities for non-motorized transportation that space will allow.

	Action A: Ensure that Complete Streets (BMC 12.05) is being considered and used to the extent possible in the design of new and reconstructed roads in Bethel.	
	Action B: When deciding the location and type of non-motorized facilities to be included in a Complete Streets project, prioritize a separated pathway or boardwalk on at least one side over a shoulder for non-motorized users, when possible.	This is especially important when constructing facilities along busy gravel roads. Road dust is an issue for pedestrians and other non-motorized users on roadway shoulders. Also, separated facilities are safer and more comfortable. If the project is a reconstruction and it requires significant property acquisitions to have sufficient ROW, alternative mechanisms to provide non-motorized facilities (i.e., walkway easements) may be appropriate.

	When there is insufficient space for a separated pathway or boardwalk, create a shoulder or shoulders for walkers, bicyclists, and other non-motorized users.	
	Action C: Along existing and new shoulders for non-motorized transportation, implement measures to discourage the shoulders' use as parking or an unofficial turn lane.	On paved roads, this should minimally include a solid line to indicate the space is not a lane and should only be used by vehicles in an emergency. Other delineating techniques could be used when a painted line is not an option, such as reflective elements. Regardless of road surface material, "No Parking" or other signage indicating that the shoulder is intended for non-motorized use would also assist to demarcate space and make it clear that road sharing is a priority.
	Action D: If a shoulder or separated path for non-motorized users will be gravel, consider implementing methods to reduce dust impacts.	
Strategy 3: Add safety features to key non-motorized routes.		
	Action A: On a map, identify main non-motorized routes, including key shared roads as well as trails and boardwalks.	
	Action B: Using the map and community input, identify locations that need safety improvements such as crosswalks, additional lighting, and/or signage.	Some examples that have been identified include: - There is significant pedestrian traffic near the Cultural Center, including children who need to cross the road. - In locations where there are currently no set-aside facilities for non-motorized users, signage or striping can help remind drivers to be mindful of non-motorized users on the road.
	Action C: Plan safety improvements as individual projects and/or as part of other transportation projects, keeping in mind that federal Safe Streets and Roads for All (SS4A) funding may be available.	ADOT&PF utilized this funding for signage and crosswalk striping near the schools in Bethel; when planning road projects, Bethel should seek to provide safety improvements whenever possible given that special funding programs exist to help with these types of costs.

GOAL 5: Improve and expand the trail system.

Strategy 1: Address trail and boardwalk maintenance needs more efficiently.

	Action A: Encourage the use of the Report a Problem feature on the City website for the public to report trail	By enlisting the help of trail users in the community to report issues, this could cut down on the need for maintenance staff or public safety personnel to go around town and inventory issues.
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	and boardwalk maintenance issues, including hazards or vandalism.	
	Action B: Initiate an Adopt-a-Trail and/or boardwalk and trail maintenance volunteer group to assist when City maintenance staff does not have capacity to respond to trail / boardwalk maintenance issues.	To assist City maintenance staff, the community could help with trail and boardwalk maintenance. This could be through an Adopt-a-Trail program with opportunities for sponsorship signage. This could also be a community service opportunity for younger people, and it would encourage more people to feel a sense of ownership over the public boardwalks, potentially reducing vandalism.
	Action C: As maintenance issues are reported and repairs are made, record any recurring maintenance issues (types of issues or problematic areas).	This information should be maintained by the Public Works Department. The data may reveal which types of trails or areas need the most maintenance, or which repair materials need to be ordered and how often. This may also indicate materials that don't hold up as well over time. The City has already reported that the wood construction used for boardwalks is expensive and is a maintenance issue; a goal is to use gravel or some similar surface material to lower cost of construction and maintenance.
	Action D: Alter trail maintenance and construction best practices over time to mitigate common maintenance issues.	If boardwalks continue to exist in Bethel, there may be a more weatherproof, synthetic treatment or material that could be tested. Otherwise, the City has expressed a desire to focus on gravel trails going forward; there is a project planned to replace the Pinky's Park boardwalks with gravel due to continuous maintenance challenges. Gravel trails sometimes settle over time, so additional types of fill or structural enhancements could continue to be tested as well as emulsifiers.
Strategy 2: Clarify the existing City-managed trail system.		
	Action A: Create an updated and easy-to-read map of existing formal City trails.	The trails map created for the past Comprehensive Plan may include trails that are not officially / legally under City jurisdiction – they may cross private land without easements, and maintenance responsibility may be unclear. The trails map created for the 2020 LRTP includes formal and informal trails, including snowmachine trails. A trails map is needed to support non-driver transportation and recreation in Bethel, but to avoid potential liability issues, the City should only map formally City-managed trails. This can be the starting point for taking steps to formalize other popular trails in Bethel and clarifying who is responsible for maintenance. This plan includes a map that is a starting point, and the Parks & Recreation Committee and Public Safety & Transportation Commission should be involved as the map develops over time.
	Action B: Clarify which users and modes of transportation are allowed on each trail.	Many existing trails in Bethel are currently shared amongst pedestrians, bicyclists, and small motorized users such as ATVs, motorcycles, and snowmachines. On City-managed trails, the City should clarify which users may be present to help all users stay aware of who to look out for on the trail. Boardwalks may not be built to accommodate motorized users, so they should be clearly identified for pedestrians and bicyclists only. Information on which users are permitted on different facilities should be provided to the public in various ways – see Actions C and D below.

	Action C: Make the trails map and information (including type of facility, users allowed, and distances) easily available on the City website.	
	Action D: Post signs with the trails map and information at key points within the trail system, such as at parks and recreation facilities.	
Strategy 3: Expand the trail system by formalizing popular trails and adding new trails.		
	Action A: For planning purposes, mark popular but informal trails on the map in dotted lines.	This information would be useful for community discussions about formalizing and expanding the trail system, but it should not be posted on the City website or around town in a way that might cause confusion over which trails are official and City-maintained.
	Action B: Investigate what would be needed to formalize informal trails.	This will include determining property ownership to be able to seek easements. If existing popular trails cannot be formalized, new alternative routes that connect the same locations could be proposed.
	Action C: Based on community input, add other potential new trail / boardwalk routes to the map in dotted lines.	These new routes could fill gaps in the system and could be informed by potential locations for future roads, such as through the Donut Hole.
	Action D: Coordinate with owners of properties that have informal or potential new trails through them to obtain easements or use agreements.	If there are certain routes that cannot be formalized, they may be rerouted through locations where property owners are more willing to allow passage through. The City could also consider the use of relocatable trail easements that allow flexibility of maintaining the trails as well as moving the trail easements as areas are further developed. For example, the City-managed waterfront trail is popularly used and well-maintained. However, the trail informally continues through private property at the south end. The owner has allowed people to use it but is not committed to creating a permanent trail as future development plans have not yet been determined and may not be compatible with a walking trail. The waterfront trail may need to more clearly end where it formally ends or be re-routed elsewhere.
	Action E: For trails within or through larger properties, consider forming agreements or partnerships for private management / maintenance of the trails.	For example, community members expressed a desire for the trail system on BNC land in southwest Bethel to be improved. Stakeholders indicated that this is a popular area for berry picking. The City could discuss with BNC whether they have interest in officially maintaining public access to these trails, and the City could potentially show the trails on the trails map (with a note that this area is BNC land and subject to their management).
Strategy 4: Improve safety and comfort on the trail system.		

	Action A: Identify and potentially add pedestrian amenities to more locations, including lighting and benches.	Lighting has been installed in some areas, but this should continue along more boardwalks or major trails. There is potential for benches to be funded by individual sponsorships (such as in exchange for a dedication plaque on the bench). These could be located along trails and/or at parks and other key public locations.
	Action B: Add amenities for bicyclists at parks and recreation facilities, such as bike racks and bike “fix-it” stations.	

GOAL 8: Evaluate site development codes to better support safe access for all transportation modes.

Strategy 1: Provide for adequate and safe parking facilities and practices.

	Action D: Clarify locations where street parking is not permitted using signage and/or announcements via the various City channels (in the event of ongoing compliance issues in specific areas, or changes).	Stakeholders have noted that people sometimes park on shoulders or along roads that pedestrians frequently use creating safety concerns for non-motorized users. Signage could be installed in certain areas, or rules around parking in shoulders could be developed and enforced.
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APPENDIX 3: TRANSIT MANAGER ACTION ITEMS

APPENDIX 3 – TRANSIT MANAGER ACTION ITEMS

Chapter 4 – Local Transportation

GOAL 7: Improve the public transit system to be more convenient and responsive to the community's needs.		
Strategy 1: Use data collection to inform changes to the transit system or back up capital needs and potential grant applications.		
	Action A: Expand data collected on ridership to reflect times of day and days of the week.	The Transit Manager currently collects total number of passengers using each stop on a monthly basis. This shows which stops are most popular and what areas rely on transit service the most. However, additional data could help inform if there are days of the week where more frequent service would be helpful.
	Action B: Expand data collected on ridership to reflect how many passengers enter or exit the bus at each stop.	Currently, the transit system counts passengers per stop, but does not differentiate between passengers entering or exiting the bus. Adding this distinction in the data could help determine which stops are the most popular trip origins versus destinations.
	Action C: Create a comment form on the City website's transit page to collect questions, comments, or issues reported by riders.	Transit riders may have suggestions to improve the system.
Strategy 2: Improve access to information about the transit system.		
	Action A: Post signs with schedules and routes at bus stops and inside key community facilities.	Durable printed versions of the schedule and route could be posted at bus stops as well as on bulletin boards in key community facilities. These could include a QR code that people could scan with smartphones to access the Transit page of the City website. The City has reported frequent vandalism of signs at bus stops, so City maintenance staff could monitor this and make repairs when needed.
	Action B: Continue to print transit information in the newspaper periodically, and also consider printing it in the City newsletter.	
	Action C: Incorporate transit information into visitor information on the City's website.	<i>See Chapter 8 – People & Economy.</i>
	Action D: When there are updates to routes or schedules, share within the City to be posted on City	

	social media (as well as in the newspaper and City newsletter to continue to remain accessible to those not using social media).	
Strategy 3: Make changes or expansions to the transit services provided.		
	Action A: Consider adding a stop at the airport or partnering with another organization to add another transit link between the airport and the central city.	While a stop at the airport is commonly suggested, it was tested in recent years. The stop seemingly had low ridership, making it difficult to justify funding that stop, and there is no designated space for luggage on buses. Most people who do not drive to the airport use taxi cabs or YKHC's shuttle. If a stop is implemented again, the following strategies could be used: - The City could work with the airport to post wayfinding and signs showing transit routes and schedules. - The schedule could be limited to times based on the passenger jet schedule. - The stop could be located slightly up the road at Tower Road to avoid congestion in front of the terminal. - See Strategy 4, Action B for ideas related to luggage space. Alternatively, the City could pursue a partnership with YKHC's shuttle to provide a transfer pass to allow people to pay to ride to YKHC and then transfer to the existing transit services there at the hospital.
	Action B: Annually, consider altering the transit route(s) to include additional stops that are commonly requested by community members, such as the Fitness Center.	There used to be a second transit route in addition to the current transit route. It served the City Subdivision area, including the Fitness Center, Pinky's Park, the vocational school, and the surrounding area; these stops are commonly requested. An additional bus was recently purchased, to arrive in the next couple of years, so some of these stops may be reinstated in a second route. If / when routes are changed or expanded to include new destinations like the Fitness Center, this should be advertised to help raise awareness and garner ridership to these destinations. Over time, routes should be examined and reconfigured to incorporate new stops in the most strategic and efficient way. For example, Tundra Ridge Road could influence the shape that routes take. All new road connections should be considered as they are completed.
	Action C: Review ridership data and/or community comments to consider running the transit system later into the evening.	This was provided in the past when there were two transit routes and may become more feasible going forward. Evaluate running transit services to 8pm or 10pm. This may be the key to more people using transit to access destinations such as the Fitness Center. It may be possible to organize evening routes to skip stops not typically used in the evening. This would need to be informed by the data collected.

	Action D: Consider decreasing headways from one hour to half an hour, either throughout the day or during times of peak use.	This could potentially be implemented only during peak times, informed by the ridership data that is gathered as part of Actions in Strategy 1.
Strategy 4: Maintain and improve the transit fleet.		
	Action A: Use a database to track maintenance needs and expected lifespans of buses and make repairs and/or replace buses as needed.	Due to poor road conditions in Bethel, buses need frequent repairs and wear out very quickly. If routes expand, this will lead to even more wear and tear on buses. Besides continuing to strive for better roads, Bethel will need to regularly plan for repairs and purchasing new buses. Buses sometimes take a couple of years to arrive, and the City noted that ideally there would be one more vehicle in the fleet than the number of routes, so this needs to be proactive. To help track all of this information, the Transit Manager should use a database to track the year buses were purchased, their expected lifespan, and repairs needed and/or completed.
	Action B: Consider adding features to buses to improve accessibility and convenience.	The City noted that typical wheelchair lifts for buses break quickly, and there are no local businesses able to fix them. Alternative lift designs or incentivizing a local business to undertake repairs is recommended. Also, additional storage capacity on buses would assist with improving passenger use and comfort, including: - Luggage or cargo space, especially if a stop is added at the airport. This could also help with people transporting groceries. - Bicycle racks The Public Works department should work with the Grant Manager to explore grant applications to fund new buses (which could potentially include installation of cargo space or bicycle racks, since the need for funding to cover these improvements could be discussed in grant applications).

APPENDIX 4: CITY MANAGER ACTION ITEMS

APPENDIX 4 – CITY MANAGER ACTION ITEMS

Chapter 3 – Housing & Land Use

GOAL 1: Address potential barriers to housing development.

Strategy 3: Encourage development by working with developers collaboratively to install public infrastructure, including piped water and sewer systems and roads.

Action A: As part of the subdivision agreement process, consider designing a standardized “impact fee” mechanism to have developers participate in funding when their development will impact the overall system (water and sewer or other infrastructure such as roads).

This could include funding for engineering, materials, and/or construction.

A transparent, standardized process will be important in making expectations clear to potential developers.

GOAL 3: Reserve space to accommodate community needs and desired development.

Strategy 2: Create and regularly maintain a list of community facility and infrastructure needs that will require land.

Action A: Create and maintain a list of community facility and infrastructure needs, in order of priority and including specific spatial needs such as location and approximate area of land required.

The City Manager and the Planning Department should create and maintain the list, in collaboration with leaders from each department. Some items on the list would go hand-in-hand with the Capital Improvement Plan (see *Chapter 7 – Public Facilities & Services*).

As a start, consider including the following space needs for the community (other than housing):

- Additional schools that may be needed as the population continues to grow
- Additional civic or public works buildings needed
- Parks and open space, distributed around different areas of Bethel
- Port expansion areas, as needed
- Water and wastewater treatment facilities (see *Chapter 6 – Utility Infrastructure for more discussion of water and sewer*)
- Alternative energy generation (wind, solar, etc.) and energy storage sites

		- Likely new road and other transportation corridors
	Action B: As applicable, identify and initiate coordination with entities that need to be involved in implementation (such as the Public Works department for wastewater facilities, or AVEC for alternative energy generation sites).	See Chapter 6, <i>Utility Infrastructure</i> for more information on coordination with Public Works and AVEC, for example.
	Action D: As needed, create a plan to obtain land or a lease for each priority community infrastructure space need.	Also see Chapter 7 – <i>Public Facilities and Services</i> , Goal 4 regarding management of City land.
Strategy 4: Sell, trade, or lease City-owned properties that the City does not need in the future so that more private development can occur.		
	Action A: Evaluate City-owned properties that should be considered to sell or lease for private development.	
	Action B: Create a plan for how the City will dispose of (sell or lease) certain properties over time.	Through RFP processes and/or purchase and sale agreements, the City can maintain some control over what gets developed, whether with formal public-private partnership or simply the terms of the agreement. This can help ensure that the land is utilized for community benefit.
	Action C: Initiate the process to dispose of these properties according to the plan.	This will include a City Council vote.

GOAL 4: Identify areas that are good candidates for infill development and take steps to facilitate their development.

Strategy 2: Investigate how private landowners within the priority development area identified above might be interested and able to participate in community development goals.

	Action A: Explore partnership opportunities to achieve desired development, such as with BNC.	See Goal 3 above for more discussion of desired development. The City could potentially approach land owners considering development in the priority development area and assist with elements such as infrastructure funding. This could be used to help encourage developments that would be beneficial for the whole community, such as multifamily housing or alternative energy generation facilities.
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	Action B: Compile and share information from BIA about how native allotment owners can coordinate towards development.	There is a formal process the City could go through with BIA Realty to invite native allotment owners to participate in development.
	Action C: Coordinate with the Association of Village Council Presidents (AVCP) Realty Department to learn more about potential land exchanges between BNC and native allotment owners for “in-town” native allotments.	Coordination with BIA would also be helpful. The AVCP Realty Department offers support to native allotment holders for a variety of actions they could take with their land, including land exchanges, rights-of-way, or subdivision. BNC owns a significant amount of land around the peripheries of the official boundary of Bethel; they may have good candidate properties for land trades that are still near Bethel. The City could then partner with BNC to encourage development on the in-town parcels.
Strategy 4: Facilitate redevelopment of properties that are underutilized, dilapidated, or abandoned.		
	Action D: Consider funding available for the purchase of dilapidated or abandoned properties, potentially for use in partnership developments.	The City could potentially assist with cleaning up sites in order to facilitate redevelopment. Many owners of defunct / dilapidated properties can't afford to clean up the property and/or don't live on the premises.

Chapter 4 – Local Transportation

GOAL 1: Use the Long Range Transportation Plan (LRTP) to guide all local transportation facility planning.		
Strategy 1: Emphasize the LRTP process and recommendations in Bethel.		
	Action A: Adopt the 2020 Draft LRTP.	This plan was fully prepared but never officially adopted. It should be adopted by the City Council so that it can be publicly shared and used.
	Action B: Every five years, revisit (through a public process) and thoroughly update the LRTP.	This should continue to involve extensive public input, as it informs what maintenance will be prioritized, along with new potential transportation facilities including roads, trails, and port facilities. The City should make it clear to the community that the LRTP is their main opportunity to provide input on transportation planning.
GOAL 2: Plan for an organized, proactive approach to surface transportation facility maintenance.		
Strategy 1: Clarify surface transportation facility maintenance responsibilities.		

	Action B: Obtain maintenance agreements (or joint maintenance agreements) for transportation facilities that are not solely under City jurisdiction.	One example is for BIA Road, which is currently maintained by a federal entity with occasional City involvement; this arrangement should be clarified in an agreement and would also be important to have in place to help manage future road improvement funding opportunities. A joint maintenance agreement was also recommended in the 2020 Draft LRTP to allow the City and ONC to share TTP funds.
	Action C: Work with DOT&PF to update existing state road MOUs, including exploring the possibility of the City assuming responsibility for maintenance of DOT&PF-managed roads in Bethel.	The City currently has five MOUs with DOT&PF, under which the airport manager is responsible for maintenance of state-owned roads in Bethel. Without a local crew as involved in road maintenance, DOT&PF may be less equipped to manage local road maintenance than the City. Public Works would like to explore the possibility of assuming maintenance of all of these roads, potentially except CEHH. This would require coordination with DOT&PF to negotiate and agree to the terms of the transition, including examining how it could impact STIP funding eligibility.

DRAFT

APPENDIX 5:

GRANT MANAGER ACTION ITEMS

APPENDIX 5 – GRANT MANAGER ACTION ITEMS

Chapter 3 – Housing & Land Use

GOAL 1: Address potential barriers to housing development.

Strategy 3: Encourage development by working with developers collaboratively to install public infrastructure, including piped water and sewer systems and roads.

Action B: Create a guide to infrastructure development grants or other funding assistance programs, in order to assist developers with finding information.

The Grant Manager can prepare and maintain this list, to be shared with the Planning Department for use in their discussions with potential developers. As part of the subdivision agreement process, the City Planner can ensure that this guide is readily available to developers. It should also be posted to the City website to help encourage development by improving awareness of resources available.

GOAL 4: Identify areas that are good candidates for infill development and take steps to facilitate their development.

Strategy 4: Facilitate redevelopment of properties that are underutilized, dilapidated, or abandoned.

Action D: Consider funding available for the purchase of dilapidated or abandoned properties, potentially for use in partnership developments.

The City could potentially assist with cleaning up sites in order to facilitate redevelopment. Many owners of defunct / dilapidated properties can't afford to clean up the property and/or don't live on the premises.

Chapter 4 – Local Transportation

GOAL 6: Strategically seek funding for transportation facility construction and maintenance.

Strategy 1: Leverage opportunities available in Alaska to secure potential funding sources for implementing transportation projects.

	Action A: Work with Alaska Municipal League and DOT&PF to use the Alaska Transportation Funding Opportunity Hub to identify potential funding sources for different types of surface transportation projects, and to prioritize Bethel's projects through the Hub Intake Survey.	While the STIP nomination process can be used for projects on DOT&PF facilities, other funding must be secured for any other transportation projects. The Alaska Municipal League and DOT&PF have partnered to improve access across Alaska to project development and funding opportunities. A project intake survey should be completed for all potential projects to support matching project opportunities with funding sources and assist with securing funds to complete surface transportation improvement projects in Bethel.
Strategy 2: Create a prioritized list of all transportation facility construction and maintenance projects.		
	Action A: Combine the lists of maintenance / rehabilitation and new transportation facility projects created for roads and trails, and add details on estimated design and construction cost and grant-related considerations.	Use the list and funding strategy developed for Strategy 1 above to inform potential funding sources for projects. Deadlines and schedules for different funding sources could impact how projects are prioritized.
	Action B: Order the list based on priority and when each project should be completed.	The prioritization should factor in community need, cost, funding opportunities available, and what timing makes sense based on other transportation projects and/or developments. It should also consider the funding opportunity application windows to align projects with grants and increase the chances of success when seeking grant applications. The Alaska Transportation Funding Opportunity Hub can be used to support programming of projects to align them with funding opportunities.
Strategy 3: Pursue funding to complete priority projects.		
	Action A: Continue to review priority projects annually to select those that could be funded through the Capital Improvement Plan.	Note that the STIP only applies to state-managed facilities. If MOUs for management change, this could impact funding eligibility,
	Action B: Nominate priority projects for state owned / managed facilities to the STIP, and nominate City owned / managed facilities to other state programs for federal funding such as the Community Transportation Program (CTP).	Some of these funding applications may include working with partners, such as tribal organizations like ONC who have access to different funding opportunities, including the Tribal Transportation Program (TTP). Matching funds with organizations that have access to different funding can enable the City to take on more significant projects.
	Action C: Apply for grants to fund other priority projects, focusing on time-sensitive funding opportunities.	Some of these funding applications may include working with partners, such as tribal organizations like ONC who have access to different funding opportunities, including the Tribal Transportation Program (TTP). Matching funds with organizations that have access to different funding can enable the City to take on more significant projects.

2.60.090 Planning commission powers and duties.

A. The planning commission shall:

1. Conduct public hearings to consider the approval, conditional approval, or denial of:
 - a. Variance applications;
 - b. Conditional use permit applications; and
 - c. Special use permits for tall structures in accordance with Chapter [16.10](#) BMC.
2. In accordance with AS [29.40.030](#) and Chapter [16.08](#) BMC, and after holding public hearings, recommend to the council amendments and updates to the comprehensive plan for the physical development of the city. The comprehensive plan, with the accompanying maps, plats, charts, and descriptive and explanatory matter, shall show the commission's recommendations and may include, among other things, the general location and extent of streets and other methods of circulation and transportation; the general location and extent of public utilities; the general location and extent of parks, playgrounds, and drainage facilities; and the use of land. The comprehensive plan shall include:
 - a. Statements of policies, goals and standards;
 - b. A land use plan;
 - c. A community facilities plan;
 - d. A transportation plan; and
 - e. Recommendations for implementation of the comprehensive plan.
3. Approve subdivision plans and plats and provide recommendations to council on the adoption of a subdivision agreement in accordance with Chapter [17.04](#) BMC.
4. Hear appeals from the decision of the planning director.*
5. Act as the platting authority for the city.
6. Review and make recommendations to the council on the adoption of and changes to subdivision, land use, site plan, land acquisition and disposal, flood control, housing, building and similar codes.
7. Provide a forum for public comment and input regarding planning, zoning, and land use.
8. Perform such other duties and functions as are provided for in BMC Titles [15](#), [16](#), [17](#) and [18](#) and other provisions of this code or as may be referred by the city council.

B. All formal actions of the commission shall be by resolution bearing:

1. The heading "Resolution of the Bethel Planning Commission";

2. The space for the resolution number to be assigned, "Resolution No. (number)";
 3. A short and concise title descriptive of its subject and purpose;
 4. A short list of "whereas" clauses descriptive of the reasons for the resolution, if necessary;
 5. The resolving clause "THEREFORE, BE IT RESOLVED THAT..." followed by a statement of the action approved by the commission and such factual findings, conclusions and other matters as may be appropriate; and
 6. A declaration of the date the resolution was adopted: "Adopted (date)" and designated lines for the signatures of the chairperson and the commission ex officio member responsible for recording the actions in the meeting.
- C. The planning commission may make recommendations to the council on:
1. Necessary, proposed, or existing federal, state and/or city land selection, acquisition, disposal or management practices that affect the city.
 2. Proposed or existing public improvements and the prioritization of the projects in the city's annual and long-term capital improvement programs.
 3. The city's annual planning budget and work program. [Ord. 21-20 § 4, 2021.]

*** Code reviser's note:** This subsection was amended at the request of the city to remove a reference to the board of adjustment to correspond with the amendments from Ordinance [22-17](#).

The Bethel Municipal Code is current through Ordinance 23-01, and legislation passed through January 10, 2023.

Disclaimer: The city clerk's office has the official version of the Bethel Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

[City Website: www.cityofbethel.org](http://www.cityofbethel.org)

[Code Publishing Company](#)



CITY OF BETHEL

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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
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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 becoming up on their Mandatory termination, the first two with leave us in March.

Utility Maintenance: 39alarms 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 matt 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.anchorapress.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

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

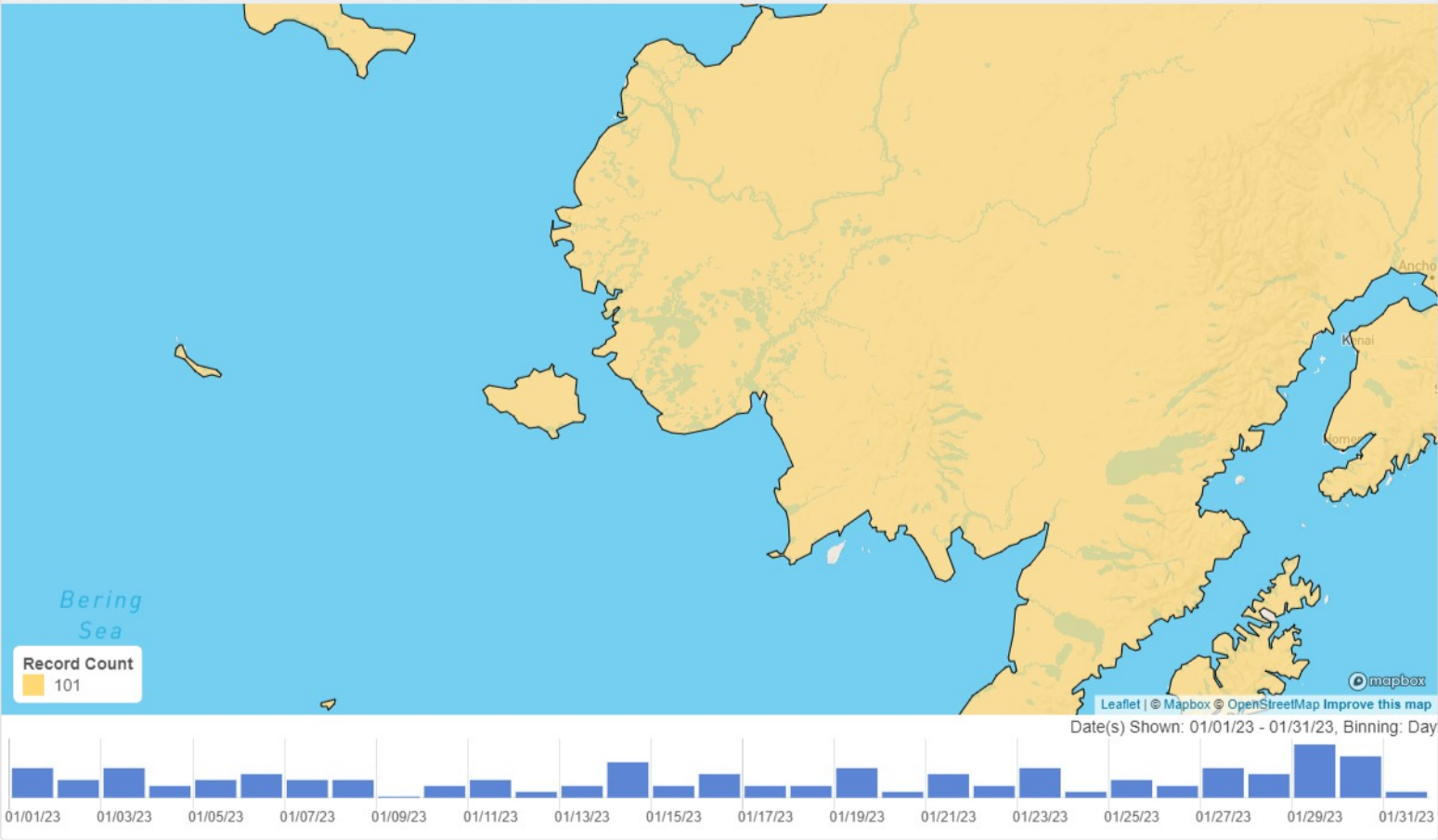
Minimum Alert Threshold: 🔴 Moderate

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

Date Bin: Day

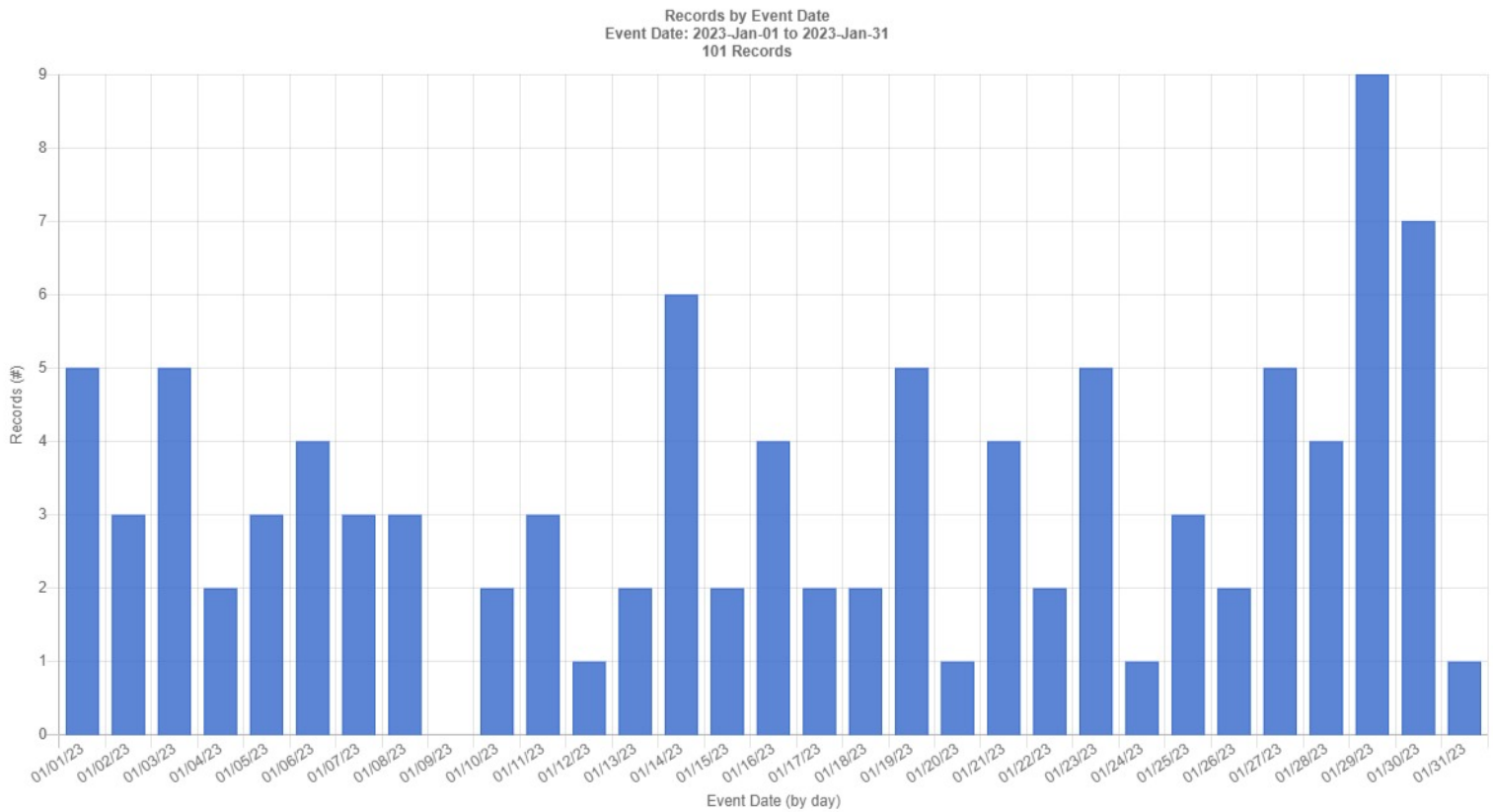
Map

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



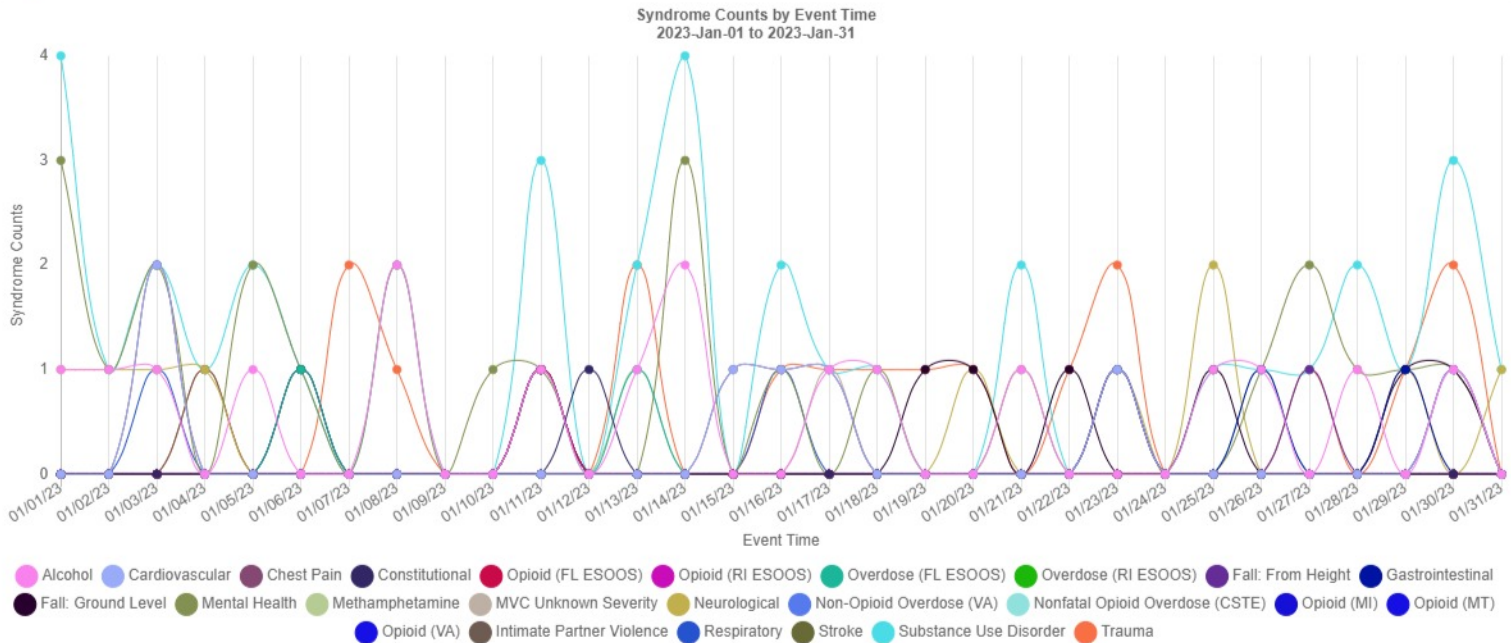
Data Explorer: Records by Event Date

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



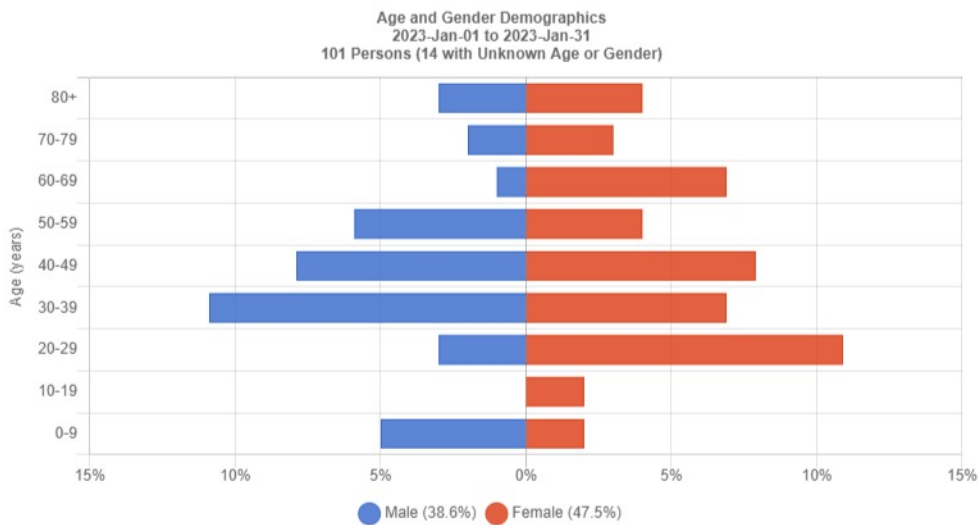
Syndrome Counts by Time

Data filtered based on Access Levels: Event = Location.



Age and Gender Distribution

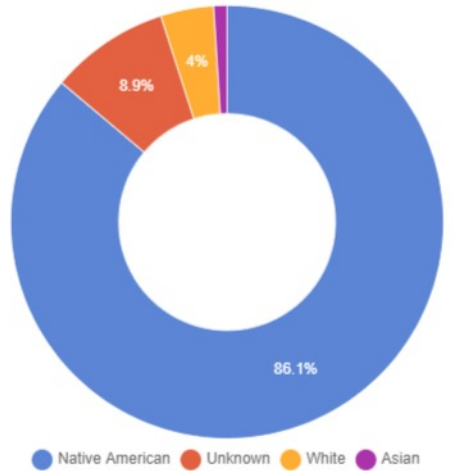
Data filtered based on Access Levels: Event = Location.



Race/Ethnicity

Data filtered based on Access Levels: Event =

Full. Race/Ethnicity Distribution (101 Persons)
 2023-Jan-01 to 2023-Jan-31





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

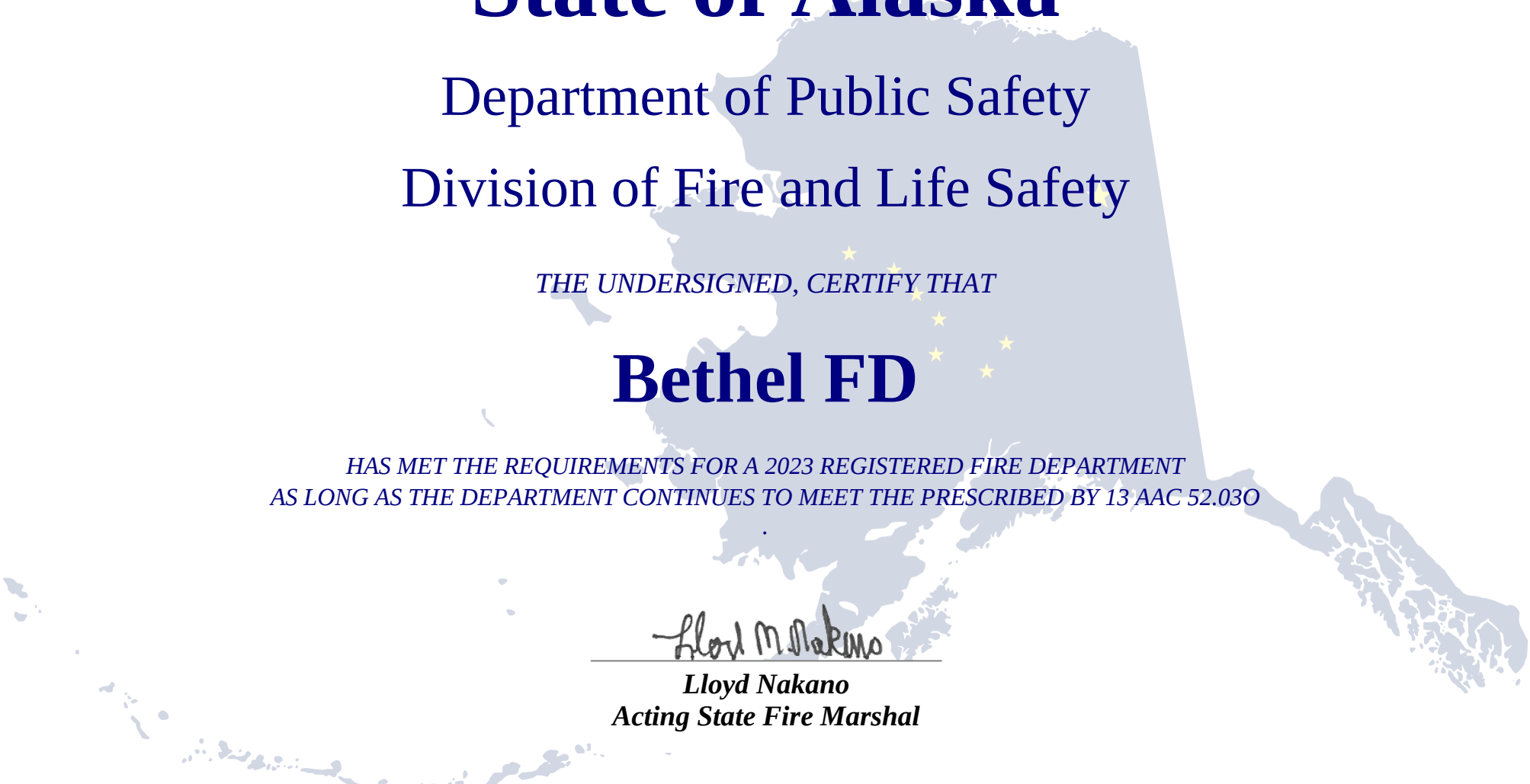
Issue Date: 12/30/2022

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

Memorandum

Date: February 1, 2023

To: Pete Williams, City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



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	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Kathy Hanson, Chair	X	X										
Lorin Bradbury, Vice-Chair	X	X										
Sophie Swope, Council Rep.	X	X										
Alex Wasierski,	X	X										
Shadi Rabi	X	X										
Stanley L. Hoffman Jr.	X	X										
Jessica Schroeder	X	X										
Alternate 1 Haley Hanson	X	X										
Alternate 2 Greg Morgan	X	X										

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.