

CITY OF BETHEL

City Council Meeting Agenda, October 10, 2023 – 6:30 PM

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

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

Council Members: Mayor Rose Henderson, Vice-Mayor Henry Batchelor, Mark Springer, Eric Whitney, Beth Hessler, Sophie Swope, Patrick Snow

Zoom Meeting Link: <https://us06web.zoom.us/j/4888456188?pwd=bkN1dGI4MHpGZ1kwOUVYWU5kd0xhZz09>

Zoom Meeting ID: 488 845 6188

Zoom Meeting Passcode: 13871

Zoom Meeting Conference Line Numbers: 833 548 0276 US Toll-free

833 548 0282 US Toll-free

877 853 5257 US Toll-free

888 475 4499 US Toll-free



1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

4.1.



Written Public Comments can be submitted by opening your phone camera and hovering over this URL code. The link to the submission form will appear. You may also go to www.cityofbethel.org.

5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

6. APPROVAL OF MEETING MINUTES

6.1. *9-26-2023 Regular City Council Meeting

7. REPORTS OF STANDING COMMITTEES

7.1. Committee/Commission Agendas And Draft Meeting Minutes

8. SPECIAL ORDER OF BUSINESS

8.1. Review Canvass Board Certificate Of Election, October 3, 2023- Not Available Until After The Canvass Board October 5, 2023 (Mayor Henderson)

8.2. Resolution 23-17: Certifying The Results Of The October 3, 2023 Regular City Election- Not Available Until After The Canvass Board October 5, 2023 (Mayor Henderson)

8.3. Oath Administered To Newly Elected Council Members (Mayor Henderson)

9. UNFINISHED BUSINESS

9.1. Public Hearing Of Ordinance 23-13: Authorizing The Disposal Of Property Through Transfer Pursuant To BMC 4.08.030(B), Disposal To Entity Providing A Necessary Public Service (Council Member Springer)

Posted October 4, 2023 at AC Co., Swanson's, City Hall, and the Post Office.

Kevin Morgan, Deputy City Clerk

City Clerk's Office Contact Information: Email cityclerk@cityofbethel.net Phone 907-543-1384

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

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

- 9.2. Public Hearing Of Ordinance 23-17: Amending Bethel Municipal Code By Creating A New Section 9.15.010, Prohibiting Abuse Of The 911 System (Public Safety And Transportation Commission)
- 9.3. Resolution 23-16: Placing A Hold On Issuance The Of Community Action Grant Distributions Until The Second Quarter 2024 (Interim City Manager Lanning)

10. NEW BUSINESS

- 10.1. *Introduction Of Ordinance 23-11(b): Amending The City Of Bethel Fiscal Year 2024 Operating Budget (Interim City Manager Lanning)
- 10.2. *AM 23-27: Authorize The City Manager To Negotiate And Execute Two Agreements With The University Of Alaska Fairbanks (UAF) And To Authorize The Contributions From The FY2024 Budget (Interim City Manager Lanning)
- 10.3. AM 23-28: Direct Administration To Explore Options For Acquiring Bentley's Bed And Breakfast (Interim City Manager Lanning)
- 10.4. City Administrative Review Of Alaskabuds, LLC Retail Marijuana Store License Renewal #18735 ,Located At 660 Third Ave, Suite B Bethel Alaska 99559 (Interim City Manager Lanning)

11. REPORTS

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

12. COUNCIL MEMBER COMMENTS

13. EXECUTIVE SESSION

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

14. ADJOURNMENT

Posted October 4, 2023 at AC Co., Swanson's, City Hall, and the Post Office.

Kevin Morgan, Deputy City Clerk

City Clerk's Office Contact Information: Email cityclerk@cityofbethel.net Phone 907-543-1384

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

1. CALL TO ORDER

A Regular Meeting of the Bethel City Council was held on September 26, 2023 at 6:30 p.m., in the Council Chambers, Bethel, Alaska.

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Comprising a quorum of the Council, the following members were present:
City Council Member Sophie Swope City Council Member Patrick Snow City Council Member Beth Hessler City Council Member Mark Springer Vice-Mayor Henry Batchelor Mayor Rose Henderson City Council Member Eric Whitney (<i>arrived after roll call 6:42 p.m.</i>)
Members Absent:
Also in attendance were the following:
City Clerk Lori Strickler, City Attorney Libby Bakalar (telephonically)

4. PEOPLE TO BE HEARD – Five minutes per person

Ray Watson, Bethel resident- Filed a damage claim against the City related to water damage. He has not heard back from the Administration on his appeal.

Laure Ellsworth, Bethel resident, SouthWest Alaska Arts Group (SWAAG) Director- Spoke against Resolution 23-16.

Theresa Quiner, Bethel resident, Kuskokwim Consortium Library- Spoke against Resolution 23-16.

Jaela Milford, Bethel resident, Executive Director of the Winter House Homeless Shelter- Spoke in opposition to Resolution 23-16.

Item 4.1. - Written Public Comments

No Written Comments submitted.

5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

Main Motion: Approve the Consent and Regular Agenda.

Moved by:	Mark Springer
Seconded by:	Henry Batchelor
In favor:	Henry Batchelor, Sophie Swope, Patrick Snow, Beth Hessler, Mark Springer, Rose Henderson, Eric Whitney
Opposed:	None
Results:	Motion Carries

Remove Resolution 23-16 from the consent agenda- Council Member Springer.

6. APPROVAL OF MEETING MINUTES

Item 6.1. - *9-12-2023 Regular City Council Meeting

Passed on the consent agenda.

Item 6.2. - *9-13-2023 Special City Council Meeting

Passed on the consent agenda.

7. REPORTS OF STANDING COMMITTEES

Port Commission, Council Member Hessler- No meeting due to lack of quorum. Updated the council that a new storage area is being rented out and the Port is receiving new revenue from the throughput code change.

Planning Commission, Council Member Swope- Passed a recommendation for Ordinance 23-13 to include a reverter clause for the disposal of 161 Atsaq Street.

Community Action Grant Committee, Vice-Mayor Batchelor- No meeting since the last meeting.

Community Parks and Recreation Committee, Council Member Whitney- No meeting since the last meeting.

Finance Committee, Council Member Henderson- No meeting due to lack of quorum.

Public Works Committee, Council Member Springer- No meeting due to lack of membership.

Public Safety and Transportation Commission, Council Member Snow- At their last meeting, they passed a recommendation in favor of amending the contract with BFK9.

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

8. SPECIAL ORDER OF BUSINESS

9. UNFINISHED BUSINESS

Item 9.1. - Public Hearing Of Ordinance 23-03(d): Amending The City Of Bethel Fiscal Year 2024 Capital Improvement Plan (Interim City Manager Lanning)

Mayor Henderson opened the Public Hearing.

No one present to be heard.

Mayor Henderson closed the Public Hearing.

Main Motion: Adopt Ordinance 23-03(d).

Moved by:	Mark Springer
Seconded by:	Patrick Snow
In favor:	Henry Batchelor, Sophie Swope, Patrick Snow, Beth Hessler, Mark Springer, Rose Henderson, Eric Whitney
Opposed:	None
Results:	Motion Carries

Item 9.2. - Public Hearing Of Ordinance 23-11(a): Amending The City Of Bethel Fiscal Year 2024 Operating Budget (Interim City Manager Lanning)

Mayor Henderson opened the Public Hearing.

No one present to be heard.

Mayor Henderson closed the Public Hearing.

Main Motion: Adopt Ordinance 23-11(a).

Moved by:	Mark Springer
Seconded by:	Beth Hessler
In favor:	Henry Batchelor, Sophie Swope, Patrick Snow, Beth Hessler, Mark Springer, Rose Henderson, Eric Whitney
Opposed:	None
Results:	Motion Carries

Item 9.3. - Public Hearing Of Ordinance 23-13: Authorizing The Disposal Of Property Through Transfer Pursuant To BMC 4.08.030(B), Disposal To Entity Providing A Necessary Public Service (Council Member Springer)

Mayor Henderson opened the Public Hearing.

John Hastie, Representative of AVCP- Spoke in favor of Ordinance 23-13.

Mayor Henderson closed the Public Hearing.

Motion to Adopt Ordinance 23-13 was made on the June 27th, 2023 Regular City Council Meeting.

Moved by: | Mark Springer

Seconded by: | Patrick Snow

Amend under Section 2. Terms of Disposal, Method of Disposal, to strike "Gift deed transfer under fee simple ownership without reverter" and "Insert BMC 4.08.030 (B): Disposal to entity providing necessary public service, with conditional reverter"

Moved by: | Sophie Swope
Seconded by: | Henry Batchelor

Motion to postpone to allow the City Attorney to meet with AVCP to discuss the effect of a reverter clause on their operation.

Moved by: | Mark Springer
Seconded by: | Sophie Swope
In favor: | Henry Batchelor, Sophie Swope, Patrick Snow, Beth Hessler, Mark Springer, Rose Henderson, Eric Whitney
Opposed: | None
Results: | Motion Carries

10. NEW BUSINESS

Item 10.1. - *Introduction Of Ordinance 23-17: Amending Bethel Municipal Code By Creating A New Section 9.15.010, Prohibiting Abuse Of The 911 System (Public Safety And Transportation Commission)

Passed on the consent agenda.

Item 10.2. - *Resolution 23-16: Placing A Hold On Issuance The Of Community Action Grant Distributions Until The Second Quarter 2024 (Interim City Manager Lanning)

Mayor Henderson declared a conflict of interest because she is an employee of SWAAG.

Vice-Mayor Batchelor determined, Mayor Henderson has no direct substantial conflict of interest.

Vice-Mayor Batchelor declared a conflict of interest because he sells his art at the SWAAG Gift Shop

Mayor Henderson determined there is no direct substantial conflict of interest.

Main Motion: Adopt Resolution 23-16.

Moved by: | Patrick Snow
Seconded by: | Eric Whitney

Postpone until the next meeting.

Moved by: | Henry Batchelor

Seconded by:	Beth Hessler
In favor:	Henry Batchelor, Sophie Swope, Patrick Snow, Beth Hessler, Mark Springer, Rose Henderson, Eric Whitney
Opposed:	None
Results:	Motion Carries

Item 10.3. - City Administrative Review Of Good Vibes Bethel Retail Marijuana Store License Renewal #30563 Located At 323 Chief Eddie Hoffman Hwy, Bethel Alaska 99559 (Interim City Manager Lanning)

The council reviewed this item.

Item 10.4. - City Administrative Review Of Kusko Kush Retail Marijuana Store License Renewal #21227 Located At 781 3rd Avenue, Bethel Alaska 99559 (Interim City Manager Lanning)

The council reviewed this item.

Item 10.5. - *IM 23-14: Presentation of the City's Water & Sewer Services Expenditures Compared to Budget for August 2023 – Utilities Maintenance – Water & Wastewater Activity Report (Interim City Manager Lanning)

Passed on the consent agenda.

Item 10.6. - *IM 23-15: Chemical Building Foundation Work Waiver (Interim City Manager Lanning)

Passed on the consent agenda.

11. REPORTS

Item 11.1. - Mayor's Report

Item 11.2. - City Manager's Report

Item 11.3. - Clerk's Report

12. COUNCIL MEMBER COMMENTS

Mayor Henderson- Encouraged people to wear reflective clothing as it is getting dark. Thanked all the people who were involved in cleaning up Ridgecrest Cemetery.

Vice-Mayor Batchelor- Be aware of the low visibility in the evening. Invited the public to take part in the Green Ribbon walk run on Sunday in honor of National Depression Education and Substance Abuse Awareness Month.

Council Member Springer- Condolences to the family of Gene "Buzzy" Peltola Jr.

Council Member Whitney- no comment

Council Member Hessler- Thanked those who spoke under people to be heard. Enjoying the fall weather.

Council Member Swope- Highschool Regions will be hosted by Bethel this weekend. Encouraged residents to get involved in local government.

Council Member Snow- Encouraged people to take the extra time to make sure their windows are clear in the morning and to drive slowly; especially with all the little ones going to school in the morning.

13. EXECUTIVE SESSION

14. ADJOURNMENT

Main Motion: Adjournment.

Moved by:	Mark Springer
Seconded by:	Henry Batchelor
In favor:	Henry Batchelor, Sophie Swope, Patrick Snow, Beth Hessler, Mark Springer, Rose Henderson, Eric Whitney
Opposed:	None
Results:	Motion Carries

Meeting ended at 8:11 p.m.

Rose Henderson, Mayor

ATTEST:

Lori Strickler, City Clerk



CITY OF BETHEL
COMMUNITY PARKS AND RECREATION COMMITTEE
MONDAY, OCTOBER 9, 2023, 6:00 PM

LOCATION: 300 CHIEF EDDIE HOFFMAN HIGHWAY, BETHEL, ALASKA

JOIN ZOOM MEETING: <https://us06web.zoom.us/j/89727002271?pwd=BVJWYWFWNWUZEgFSAU80UVZCYWVXQT09>

MEETING ID: 897 2700 2271

PASSCODE: 924366

PHONE NUMBERS: 888 475 4499 US TOLL-FREE 833 548 0276 US TOLL-FREE

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

MEMBERS

Brian Lefferts, Chair	Beverly Hoffman,
Vice-Chair	
Eric Whitney, Council Rep	Kathy Hanson
Brian Jackson	Jessica Pew
Michelle DeWitt	Sean Glasheen,
Alternate 1	
Alternate 2-Vacant	

STAFF

Ex-Officios: Jason Spann, Facility Maint. Foreman
Salina Tom, Administrative Assistant
Email: pwadmin@cityofbethel.net Phone: 907-543-3110

I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

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

IV. APPROVAL OF AGENDA

- A. September 11, 2023 Community Parks and Recreation Committee Meeting Minutes

V. APPROVAL OF MEETING MINUTES

VI. UNFINISHED BUSINESS

- A. Request for Proposal Released-YK Fitness Center Operations and Recreational Services
- B. YK Fitness Center Operational Budget Change from Enterprise Fund to General Fund (Lefferts)
- C. YK Fitness Center Review Of Fiscal Year Operational Budget's Expenditures, Revenues, Transfers (Lefferts)
- D. FY22 and FY23 DOWL Expense Report for YK Fitness Center
- E. FY22 and FY23 Heating Fuel Expenses for YK Fitness Center
- F. Recommending the City Council Reduce Reliance on Contract Support to Operate the YK Fitness Center (Lefferts)
- G. Update From HealthFit On The Pay What You Can Program Role Out (Lefferts)
- H. Healthy & Equitable Communities Grant- City's Grant Award \$190,000 (City Manager)

Posted October 4, 2023 at City Hall, AC Co., Swanson's, and the Post Office.

Name, Ex-Officio Staff

- I. Legislative Grant Award in the Amount of \$500,000 for the Design of YK Fitness Center Phase II (Lefferts)
- J. Kilbuck Site for Park Land and Blue Sky Subdivision
- K. YK Fitness Center Maintenance Issue

VII. NEW BUSINESS

- A. Kasayulie Park Development (Beverley)

VIII. EX OFFICIO REPORT

- A. Health Fitness Report August 2023

IX. MEMBER COMMENTS

X. ADJOURNMENT

Posted October 4, 2023 at City Hall, AC Co., Swanson's, and the Post Office.

Name, Ex-Officio Staff

I. CALL TO ORDER

A Regular Meeting of the Public Safety and Transportation Commission was held on October 4, 2023, at 6:30 p.m., in the Council Chambers, Bethel, Alaska. Damon Oscar called the meeting to order at 6:34 p.m.

II. ROLL CALL

Comprising a quorum of the Commission, the following members were present:
Farah Sears, Patrick Snow, Musa Saliu, Melanie Fredericks
Members Absent:
Theresa Quiner (Excused)
Also in attendance were the following:
Police Chief Leonard "Pete" Hicks, Damon Oscar Recorder, Riona Dela Cruz PD Administrative Assistant

Main Motion: to nominate Melanie Fredericks as the Chair Protemp

Moved by:	Patrick Snow
Seconded by:	Farah Sears
In favor:	Farah Sears, Patrick Snow, Musa Saliu, Melanie Fredericks
Opposed:	None
Results:	Motion Carries

III. PEOPLE TO BE HEARD – Five minutes per person

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

IV. APPROVAL OF AGENDA

Main Motion: Approval of Agenda

Moved by:	Farah Sears
Seconded by:	Patrick Snow
In favor:	Farah Sears, Patrick Snow, Musa Saliu, Melanie Fredericks
Opposed:	None

Results: | Motion Carries

V. APPROVAL OF MEETING MINUTES

Item A. - 07-05-2023 Meeting Minutes

Item B. - 08-02-2023 Meeting Minutes

Item C. - 09-06-2023 Meeting Minutes

Main Motion: Approve all three minutes listed.

Moved by:	Farah Sears
Seconded by:	Patrick Snow
In favor:	Farah Sears, Patrick Snow, Musa Saliu, Melanie Fredericks
Opposed:	None
Results:	Motion Carries

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

Item A. - Review of the additional budget request for both the Police and Fire departments for pay increases and bonuses in order to competitively recruit and retain employees.

Main Motion: to table Item A for the regular meeting in November with full supporting documents submitted by the Ex-Officio Members.

Moved by:	Musa Saliu
Seconded by:	Patrick Snow
In favor:	Farah Sears, Patrick Snow, Musa Saliu, Melanie Fredericks
Opposed:	None
Results:	Motion Carries

VIII. EX OFFICIO REPORT

Item A. - Manager's Reports 9-2023

Police Chief, Leonard "Pete" Hicks, provided an oral report.

IX. TRANSPORTATION INSPECTOR'S REPORT

X. MEMBER COMMENTS

Commission Member Farah Sears - Differ.

Council Representative Patrick Snow - We had elections here yesterday, we should have a couple of new Council members, which might change the dynamic just a little bit. The regular City Council Meeting will meet on 10 October. We will be holding a public hearing on an ordinance amending BMC by hearing a new section prohibiting the abuse of the 9-1-1 system. These meetings do make a difference. I really appreciate everyone's time.

Commission Memeber Musa Saliu - I do not have anything to add.

Commission Member Melanie Fredericks - I understand the busyness that happens outside of this work. Things happen that just remind you why you want to be engaged, why you want to participate. The community's faith in us being engaged by the City government and the Police Department is very important. Going forward, one of the things that really has grabbed my attention and that I've been thinking about is data and the story behind public safety in Bethel. With that being said, I may have some items that I will be bringing up in the coming meetings. Thank you.

XI. ADJOURNMENT

Main Motion: Adjournment.

Moved by:	Farah Sears
Seconded by:	Musa Saliu
In favor:	Farah Sears, Patrick Snow, Musa Saliu, Melanie Fredericks
Opposed:	None
Results:	Motion Carries

The meeting ended at 6:59 p.m.

APPROVED THIS ____ DAY OF _____, 2023

Melanie Fredericks, Chair Protemp

Damon Oscar, Recorder

City Of Bethel Canvass Board Certificate Of City Of Bethel Regular Election Held October 3, 2023

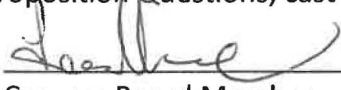
Ballot Issues - City Council Members

Council Candidates	Total Votes Property Cast	Precinct No. 1	Precinct No. 2	Early Voting Verified Ballots	Canvass Board Verified Ballots
Hessler, Mary "Beth"	6	56	78	14	154
Springer, Mark	9	106	118	28	261
Watson, Nick	6	59	58	7	130
Batchelor, Henry R. Jr.	2	26	34	10	72
Lloyd, John	6	35	49	8	98
Keller, Teresa	13	104	138	29	284
Miller, Mikayla	11	94	101	27	233
Suiter, Danny	4	23	27	13	67
Write-in: No Certified Write-ins	4	6	12	0	22

Number of City of Bethel Registered Voters

Precinct 38-808, LKSD District Office	2,094
Precinct 38-810, Cultural Center	1,932
Total Number of Registered Voters	4,026
Voter Turnout Precinct No. 1	148
Voter Turnout Precinct No. 2	183
Voter Turnout Early and Absentee Voting	37
Voter's Verified at Canvass Board	17
Percent of Voter Turnout	9.56
Total Number of Ballots Properly Cast	385

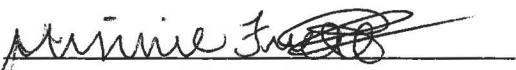
WE, the Canvass Board of the City of Bethel, meeting this 5th day of October 2023, jointly certify that the information listed herein is a true and accurate statement of votes for Bethel City Council Members and Proposition Questions, cast in the Regular City Election of October 3, 2023.



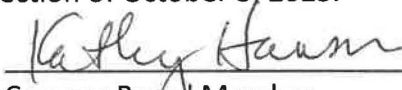
Canvass Board Member



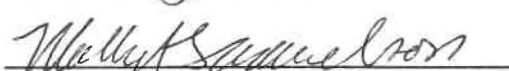
Canvass Board Member



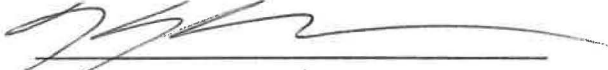
Canvass Board Member



Canvass Board Member



Canvass Board Member



Canvass Board Member

ATTEST:

Lori Strickler, City Clerk

CITY OF BETHEL, ALASKA

RESOLUTION #23-17

A RESOLUTION CERTIFYING THE RESULTS OF THE OCTOBER 3, 2023, REGULAR CITY ELECTION

WHEREAS, the Canvass Board of the City of Bethel met on October 5, 2023, and tallied the votes of Questioned, Special Needs, and Absentee In-Person/By-Mail, Electronic ballots;

WHEREAS, the Canvass Board results were added to the Early Voting, and Election Day results of regular ballots cast by voters;

WHEREAS, the results of the Canvass Board of the City of Bethel are as follows:

Ballot Issues - City Council Members					
Council Candidates	Early Voting Verified Ballots	Precinct No. 1	Precinct No. 2	Canvass Board Verified Ballots	Total Votes Properly Cast
Hessler, Mary "Beth"	14	56	78	6	154
Springer, Mark	28	106	118	9	261
Watson, Nick	7	59	58	6	130
Batchelor, Henry S. Jr.	10	26	34	2	72
Lloyd, John	8	35	49	6	98
Keller, Teresa	29	104	138	13	284
Miller, Mikayla	27	94	101	11	233
Suiter, Danny	13	23	27	4	67
Write-in	0	6	12	4	22

Number of City of Bethel Registered Voters	
Precinct 38-808, LKSD District Office	2,094
Precinct 38-810, Cultural Center	1,932
Total Number of Registered Voters	4,026
Voter Turnout Precinct No. 1	148
Voter Turnout Precinct No. 2	183
Voter Turnout Early and Absentee Voting	37
Verified Questioned, Special Needs, Absentee Ballots	17
Percent of Voter Turnout	9.56
Total Number of Ballots Property Cast	385

Introduced by: Mayor Henderson
Date: October 10, 2023
Action:
Vote:

WHEREAS, there are four 2-year term seats up for election;

NOW, THEREFORE, BE IT RESOLVED, by the Bethel City Council, that the October 3, 2023, Regular Election was held valid to the best of our knowledge; and

BE IT FURTHER RESOLVED, that the results are certified as follows:

Election of City Council Members:

1. Keller, Teresa was elected to a two-year term ending October 2025.
2. Springer, Mark was elected to a two-year term ending October 2025.
3. Miller, Mikayla was elected to a two-year term ending October 2025.
4. Hessler, Mary "Beth" was elected to a one-year term ending October 2025.

ENACTED THIS 10TH DAY OF OCTOBER 2023, BY ____ IN FAVOR AND ____ OPPOSED.

ATTEST:

Rose Henderson, Mayor

Lori Strickler, City Clerk

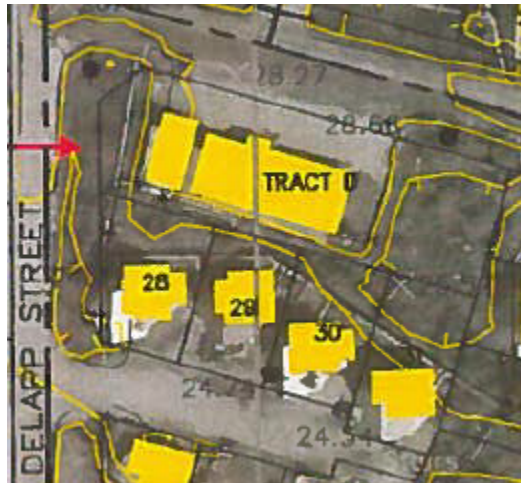
Introduced by: Council Member Springer
Introduction Date: June 13, 2023
Public Hearing Date: June 27, 2023
Refer to Planning Commission: June 27, 2023
Public Hearing Date: September 26, 2023
October 10, 2023
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance #23-13

AN ORDINANCE BY THE BETHEL CITY COUNCIL AUTHORIZING THE DISPOSAL OF PROPERTY THROUGH TRANSFER PURSUANT TO BMC 4.08.030(B), DISPOSAL TO ENTITY PROVIDING A NECESSARY PUBLIC SERVICE

WHEREAS, the City of Bethel owns a parcel of land approximately 16,480 square feet situated at 161 Atsaq Street, Block 2, Tract D, Turnkey III Housing Development, Bethel Recording District, Fourth Judicial District, Bethel, Alaska, as shown in Book 17, pages 13-16 as Recorded April 11, 1969;



WHEREAS, pursuant to Ordinance #19-10, on June 1, 2019, the City of Bethel entered into a commercial lease with the Association of Village Council Presidents (AVCP), which expires on May 31, 2034;

WHEREAS, the City now wishes to dispose of the property through transfer, in accordance with Bethel Municipal Code (BMC) 4.08.030(B), Disposal to Entity Providing a Necessary Public Service, under fee simple ownership as outlined in this Ordinance;

WHEREAS, AVCP has occupied the land continuously since at least 1985;

City of Bethel, Alaska

Ordinance #23-13
1 of 3

Introduced by: Council Member Springer
Introduction Date: June 13, 2023
Public Hearing Date: June 27, 2023
Refer to Planning Commission: June 27, 2023
Public Hearing Date: September 26, 2023
October 10, 2023
Action:
Vote:

WHEREAS, AVCP uses the land to operate a Head Start program;

WHEREAS, the City now wishes to transfer the above-described land to AVCP under fee simple ownership without compensation to the City;

WHEREAS, the City Council recognizes the necessary public service that AVCP's Head Start program provides;

WHEREAS, BMC 4.08.030(B) allows the City Council to dispose of land to an entity providing a necessary public service without seeking bids and for less than fair market value;

NOW, THEREFORE BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL, ALASKA, the City Council authorizes the disposal of property, as described under Section 2 of this Ordinance.

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

SECTION 2. Terms of Disposal

Legal Description. The property that is the subject of the disposal is described as: a 16,480 square foot parcel of land situated at 161 Atsaq Street, Block 2, Tract D, Turnkey III Housing Development, Bethel Recording District, Fourth Judicial District, Bethel, Alaska, as shown in Book 17, pages 13-16 as Recorded April 11, 1969. The land is currently zoned Residential.

Description of the City's Interest Being Disposed of: Property only.

Method of Disposal: Gift deed transfer under fee simple ownership without reverter.

Value of the City's Interest: The appraised value of the property as of October 8, 2018, is \$65,000.

SECTION 3. Effective date. This ordinance shall become effective immediately upon enactment by the City Council.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL, ALASKA THIS

City of Bethel, Alaska

Ordinance #23-13
2 of 3

Introduced by: Council Member Springer
Introduction Date: June 13, 2023
Public Hearing Date: June 27, 2023
Refer to Planning Commission: June 27, 2023
Public Hearing Date: September 26, 2023
October 10, 2023
Action:
Vote:

 th DAY OF 2023 BY A VOTE OF IN FAVOR AND
OPPOSED.

Rose Henderson, Mayor

ATTEST:

Lori Strickler, City Clerk

SUGGESTED AMENDMENTS TO ORDINANCE 23-13

PROPOSED BY COUNCIL MEMBER SWOPE

Explanation for Amendment

The Association of Village Council Presidents (AVCP) has been continuously operating a preschool on city-owned land since 1985. BMC 4.08.030(B) allows the City Council to dispose of land to an entity providing a necessary public service without seeking bids and for less than fair market value. However, that section also requires that the land revert to the City if the land being disposed of ceases to be used for a public purpose.

It appears that the Council initially wished to gift this land to AVCP in fee simple without the possibility of reverter. However, the Planning Commission recommended that the ordinance should include the conditional reverter requirement of BMC 4.08.030(B).

Suggested Amendment *presented with highlights*:

Amend Section 2, Terms of Disposal, to clarify that the method of disposal will require a conditional reverter consistent with the requirements of BMC 4.08.030(B).

The amendment would read as follows:

SECTION 2. Terms of Disposal

Legal Description. The property that is the subject of the disposal is described as: a 16,480 square foot parcel of land situated at 161 Atsaq Street, Block 2, Tract D, Turnkey III Housing Development, Bethel Recording District, Fourth Judicial District, Bethel, Alaska, as shown in Book 17, pages 13-16 as Recorded April 11, 1969. The land is currently zoned Residential.

Description of the City's Interest Being Disposed of: Property only.

Method of Disposal: BMC 4.08.030(B): Disposal to entity providing necessary public service, with conditional reverter. ~~gift deed transfer under fee simple ownership without reverter.~~

Value of the City's Interest: The appraised value of the property as of October 8, 2018, is \$65,000.

Introduced by: City Manager Williams
Introduction Date: May 14, 2019
Public Hearing: May 28, 2019
Action: Passed
Vote: 6-0

CITY OF BETHEL, ALASKA

Ordinance #19-10

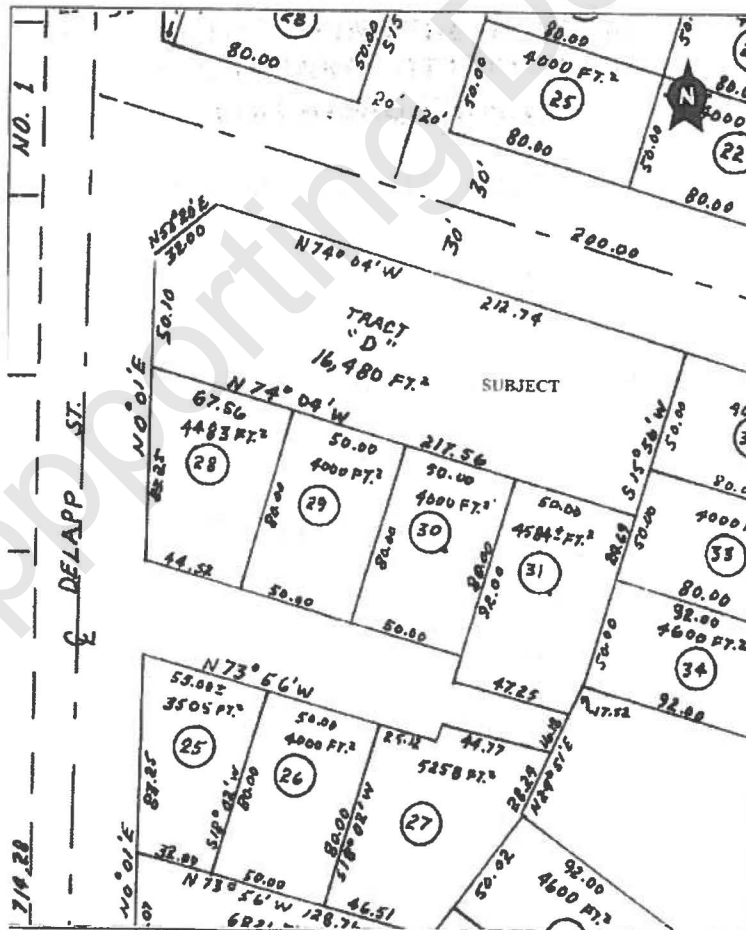
AN ORDINANCE AUTHORIZING THE DISPOSAL VIA LEASE OF TRACT D, BLOCK 2, TURNKEY III HOUSING DEVELOPMENT (161 ATSAQ STREET)

PURSUANT TO BMC 4.08.030(B)

WHEREAS the City of Bethel owns a parcel of land situated 161 Atsaq Street;

WHEREAS the legal description for the land is Tract D, Block 2, Turnkey III Subdivision, Plat 87-6, Bethel Recording District, Fourth Judicial District, State of Alaska;

WHEREAS the property is pictorially depicted as:



WHEREAS the land has been occupied by the Association of Village Council Presidents (AVCP) since at least 1985;

WHEREAS AVCP's occupancy of the land was under a lease which expired in 2005;

WHEREAS AVCP utilizes the land for placement of and operation of a Head Start program;

WHEREAS the now expired lease required AVCP to pay the sum of One Hundred (\$100) Dollars per month in rent;

WHEREAS despite being a twenty (20) year lease, no rent increase was ever imposed;

WHEREAS while updating all leases recently, AVCP's current month-to-month arrangement was also reviewed;

WHEREAS the land was appraised for fair market value in October of 2018;

WHEREAS the appraisal determined that the fair market rent for the land which is currently occupied by AVCP Head Start should be at least \$434 per month;

WHEREAS the proposed lease with AVCP increases the rent but not to fair market value;

WHEREAS for long term lease amounts to remain in line with inflation, they need to increase along with the Consumer Price Index (CPI) as measured for the Anchorage area;

WHEREAS for the last twenty (20) years, the average CPI increase has equaled about 2.2133% per year;

WHEREAS while there are increases built into the lease with AVCP, those increases will not keep up with the CPI;

WHEREAS the proposed Lease will remain below fair market value due to the nonprofit nature of the services performed by AVCP's Head Start program;

WHEREAS the Bethel Municipal Code, Section 4.08.030(B) allows the City Council to dispose of land to an entity providing a necessary public service without seeking bids and for less than the current appraised value;

NOW, BE IT ORDAINED, the City Council authorizes the disposal of the above property via lease of land to an Entity Providing a Necessary Public Service.

Introduced by: City Manager Williams
Introduction Date: May 14, 2019
Public Hearing: May 28, 2019
Action: Passed
Vote: 6-0

SECTION 1. Classification. This ordinance is of a general nature and shall not become a part of the Bethel Municipal Code.

SECTION 2. Authorization. Pursuant to Bethel Municipal Code 04.08.030(B) Disposal to Entity Providing a Necessary Public Service.

SECTION 3. Effective Date. This Ordinance shall become effective immediately upon passage.

ENACTED THIS 28 DAY OF MAY 2019, BY A VOTE OF 6 IN FAVOR AND 0 OPPOSED.


Thor Williams, Vice-Mayor

ATTEST:


Lori Strickler, City Clerk

Introduced by: Public Safety and
Transportation Commission
Introduction Date: September 26, 2023
Public Hearing: October 10, 2023
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance #23-17

AN ORDINANCE BY THE BETHEL CITY COUNCIL AMENDING BETHEL MUNICIPAL CODE BY CREATING A NEW SECTION 9.15.010, PROHIBITING ABUSE OF THE 911 SYSTEM

WHEREAS, the 911 telephone system is a critical component in the emergency response system;

WHEREAS, abuses of this system waste 911 dispatchers' valuable time and potentially delay the response of emergency personnel to true emergencies; and

WHEREAS, this past session, the Alaska Legislature enacted SB 38, making interference with emergency communications systems a class B misdemeanor;

NOW, THEREFORE BE IT ENACTED by the City Council of Bethel, Alaska:

Section 1. Classification. This ordinance is permanent in nature and shall become part of the Bethel Municipal Code.

Section 2. Amendment. Bethel Municipal Code Section 9.15.010, is created as follows, new language is underlined and old language is stricken. The subsections within the chapter will be renumbered accordingly following adoption.

9.15.010 Abuse of 911 System.

(A) Any person who, after being warned that their use of the 911 system is improper, uses the 911 telephone system for any reason other than because of an emergency is guilty of an infraction.

(B) For purposes of this section, "emergency" means any condition in which a reasonable person would believe emergency services will result in the saving of a life, a reduction in the destruction of property, quicker apprehension of a criminal, assistance with a potentially life-threatening medical problem, a fire, a need for rescue, an imminent potential crime, or a similar situation in which immediate action is required. "Emergency" also includes calls to 911 the purpose of which is to prevent an emergency response from being initiated when no such response is needed.

Introduced by: Public Safety and
Transportation Commission
Introduction Date: September 26, 2023
Public Hearing: October 10, 2023
Action:
Vote:

 (C) A person convicted under subsection (A) of this section is subject to a fine of
\$250.

SECTION 4. Effective Date. This ordinance shall become effective upon adoption by
the Bethel City Council.

**ENACTED THIS _____ DAY OF _____ 2023, BY A VOTE OF _ IN FAVOR
AND _ OPPOSED.**

ATTEST:

Rose Henderson, Mayor

Lori Strickler, City Clerk

Introduced by: Interim City Manager Lanning
Date: September 26, 2023
October 10, 2023
Action:
Vote:

CITY OF BETHEL, ALASKA

Resolution #23-16

A RESOLUTION BY THE BETHEL CITY COUNCIL PLACING A HOLD ON ISSUANCE THE OF COMMUNITY ACTION GRANT DISTRIBUTIONS UNTIL THE SECOND QUARTER 2024

WHEREAS, Bethel Municipal Code 2.60.140 establishes the Community Action Grant Committee, the duties of the community include but are not limited to providing recommendations to the City Council on the funding opportunities to individuals and organizations that request financial support through the community action grant program and to hold two meetings each fiscal quarter;

WHEREAS, the Bethel City Council allocated \$86,000 in the Fiscal Year 2024 Operating Budget to the Community Action Grant applicants requesting financial support for civic programs or events that contribute to the health, welfare and overall lives of the residents of Bethel, especially its most vulnerable populations;

WHEREAS, in an effort to maximize focus on necessary municipal functions with the City's limited staff, the City Council finds it necessary to hold the Community Action Grant funding distribution until the second quarter of 2024 and to cancel the scheduled meeting of the community action grant committee for the next three quarters;

WHEREAS, any applications received for 2023 quarters three and four and/or 2024 quarter one, will be denied, the applicants will be encouraged to reapply in the second quarter of 2024;

WHEREAS, Administration shall provide notice of the 2024 second quarter funding opportunities with an application period of May 1, through May 30, 2024;

NOW, THEREFORE, BE IT RESOLVED that the Bethel City Council:

- Places a hold on the distribution of funds for the Community Action Grant Program until the Second Quarter of 2024;
- Directs Administration to deny Community Action Grant applications submitted between August 1, 2023, and March 2024;
- Directs Administration to open the application period in May of 2024 for the 2024 Second quarter;

Introduced by: Interim City Manager Lanning
Date: September 26, 2023
October 10, 2023
Action:
Vote:

- Waives the meeting requirements for the Community Action Grant Committee until June 2024 to coincide with the review of the 2024 Second Quarter Community Action Grant application review.

ENACTED THIS ____ DAY OF _____ 2023 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

ATTEST:

Rose Henderson, Mayor

Lori Strickler, City Clerk

October 3, 2023

TO: City Council Members, Interim City Manager Lanning and City Clerk Strickler

FROM: Brent Hartzell, Interim Finance Director

RE: Alcohol tax collections and Community Action Grant expenditures, July 2020 through June 2023

On October 3, 2017, Bethel voters approved a ballot proposition in which 20 percent of revenues collected from the sales of alcohol each fiscal year be placed in a separate interest-bearing account, with proceeds used to fund the Community Action Grant Program. Alcohol tax revenue is deposited necessarily in the city's General Fund, and all appropriations and expenditures for the program are derived from the General Fund balance. Additionally, section 2.60.150 of the Bethel Municipal Code requires the Community Action Grant Committee to "monitor the community action grant fund balance and associated transfers from the alcohol tax revenue."

Per the city's Caselle accounting database, listed below are the comparative amounts between the revenue allocation and the actual expenditures for grants from the city's General Fund.

FY 2021

20% of alcohol tax revenue	\$88,370
CAG expenditures	\$140,108

FY 2022

20% of alcohol tax revenue	\$72,308
CAG expenditures	\$46,422

FY 2023

20% of alcohol tax revenue	\$71,351
CAG expenditures	\$143,384

AGGREGATE

20% of alcohol tax revenue	\$232,039
CAG expenditures	\$329,914
Accumulated deficit to General Fund:	\$97,875

Please contact me with questions regarding these calculations at bhartzell@cityofbethel.net.
Thank you.

Introduced by: Alan Lanning, Interim City Manager
Introduction Date: October 10, 2023
Public Hearing Date: October 24, 2023
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance 23-11(b)

AN ORDINANCE AMENDING THE CITY OF BETHEL FISCAL YEAR 2024 OPERATING BUDGET

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

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

SECTION 2. Fiscal Year Budget Amendments. The following estimated revenues and expenditures are hereby appropriated for the corporate purposes and objects of the City of Bethel for Fiscal Year 2024.

WHEREAS, the City of Bethel entered into an agreement with the city vendor to Johnson Controls Fire Protection LP to review the condition of cities fire suppression devices and recommend improvements.

WHEREAS, the proposed \$37,355 increase to the annual budgetary expense listed in A-1, is associated with an amendment is for payment of based on the review of cities out-of-date fire suppression controls throughout several city locations.

A-1 Public Works – Capital Improvement Fire Suppression				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
100-70-9596	Fire Suppression & Inspection	\$37,355	\$37,355	\$37,355
100-10100	Cash in Combined Funds	\$8,017,520	(\$37,355)	\$7,980,165

WHEREAS the City of Bethel entered into an agreement with the city vendor to Dowl to recommend improvements to Lagoon sewer project.

WHEREAS the proposed \$56,101 increase to the annual budgetary expense listed in A-2, is associated with an amendment is for payment of based on the

Introduced by: Alan Lanning, Interim City Manager
Introduction Date: October 10, 2023
Public Hearing Date: October 24, 2023
Action:
Vote:

surveys conducted upon reviewing the cities lagoon and recommending improvements on the project.

A-2 Public Works - Dowl				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
510-87-6320	Other Professional Services	\$56,101	\$56,101	\$56,101
510-10100	Cash in Combined Fund	\$4,073,572	(\$56,101)	\$4,017,471

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

ENACTED THIS 24th DAY OF OCTOBER 2023 BY A VOTE OF ___ IN FAVOR AND ___ OPPOSED.

Rose Henderson, Mayor

ATTEST:

Lori Strickler, City Clerk

City of Bethel Action Memorandum

Action memorandum No.	23-27		
Date action introduced:	10-10-2023	Introduced by:	Interim City Manager Lanning
Date action taken:		Approved	Denied
Confirmed by:			

Action Title: Authorize the City Manager to negotiate and execute two agreements with the University of Alaska Fairbanks (UAF) and to authorize the Contributions from the FY2024 Budget: (1) \$112,000 to the UAF Cooperative Extension 4-H Program, and (2) \$72,600 to the Kuskokwim Consortium Library

Attachment(s): (1) City of Bethel and the University of Alaska Fairbanks School of Natural Resources & Extension Agreement and (2) City of Bethel and UAF Kuskokwim Campus Consortium Library Agreement

Route to Department/Individual	Initials	Remarks
Administration-Interim City Manager Lanning		
Interim Finance Director- Brent Hartzell		
City Attorney – Libby Bakalar		
Amount of fiscal impact	Source of Funding	Account information
\$112,000	FY 2024 Budget	100-72-6431
\$72,600	FY 2024 Budget	100-72-6509

Summary Statement

The City of Bethel has contributed funding to the University of Alaska for years to provide and manage UAF Cooperative Extension 4-H programs from the Youth Center. The City's Youth Center is leased to UAF for the purpose of providing and managing these programs.

As a consortium member, the City of Bethel supports the continued operation of the Kuskokwim Consortium Library and agrees to the tenets in the attached Consortium Library Agreement. The City also agreed to provide \$72,600 to the University of Alaska Fairbanks in FY 2024 to cover operating costs.

CITY OF BETHEL AND
THE UNIVERSITY OF ALASKA FAIRBANKS
SCHOOL OF NATURAL RESOURCES &
EXTENSION

This Agreement is made between the City of Bethel, hereinafter referred to as the "City" and the University of Alaska a Fairbanks, School of Natural Resources and Extension, hereinafter referred to as "UAF." This Memorandum of Agreement is effective July 1, 2023 through June 30, 2024 unless terminated by the City or UAF in accordance with the terms of this Agreement.

Whereas, the University and the City have determined that it is in the public interest to provide and operate a 4-H program in Bethel;

The parties do mutually agree as follows:

ARTICLE I

UAF shall:

- A. Manage and provide a UAF Cooperative Extension 4-H Program to accommodate and include:
 - 1. Access for youth;
 - 2. Trained personnel;
- B. Provide all personnel to manage the program.
- C. Provide 4-H programs to meet the needs of the community as possible with existing 4-H staff and volunteers.
- D. Provide the city manager with quarterly reports on activities and services to include the number of individual youth served, a list of activities provided and number of hours youth services were available.

City shall:

- A. Grant the sum of One Hundred Twelve Thousand (\$112,000) Dollars to UAF for operation of the 4-H Program as UAF deems most appropriate;
- B. The above sum is to be paid by the City in two (2) equal payments of Fifty-Six Thousand (\$56,000) Dollars, on or about August 15, 2013 and the other on or about January 15, 2024.

ARTICLE II

It is further mutually agreed that:

- A. This Agreement pertains to programming only;
- B. Equipment, furnishings, and holdings shall remain the property of the respective owner/purchaser;
- C. All programming at the Teen Center will be exclusively conducted by UAF and their staff. The City of Bethel has no authority, control or oversight of any of the programs or activities at the Teen Center and takes no responsibilities whatsoever for any of UAF's activities or personnel;
- D. UAF shall indemnify, hold harmless, and defend the City from and against any claim or liability for negligent acts, errors or omissions of UAF under Agreement. UAF shall not be required to indemnify the City for a claim of, or liability for, the independent negligence of the City. If there is a claim of, or liability for, the joint negligent error or omission of UAF and the independent negligence of the City, the indemnification and hold harmless obligation shall be apportioned on comparative fault bases. "City" and "UAF," as used within this article, include the employees, agents, representatives and contractors who are directly responsible, respectively, to each.
- E. To the extent that the UAF is required to indemnify the City, the obligation to indemnify is effective only to the extent permitted by law. The obligation to indemnify is further conditioned on the availability of a valid existing appropriation to cover the obligation. The parties to this Agreement recognize and agree that the UAF has no current appropriation available to it to indemnify under the provisions of this Agreement and that the enactment of an appropriation in the future to finance a payment under these provisions remains in the sole discretion of the legislature and the legislature's failure to make the appropriations creates no further obligation or liability of the UAF;
- F. This Agreement is subject to renegotiations and amendment annually upon a six (6) month written notice.

The signatories of this Agreement warrant that they have the authority and are authorized to sign this Agreement.

Interim City Manager Lanning
City of Bethel

Date

Executive Director,
University of Alaska
Office of Grants and Contracts

Date

**CONSORTIUM LIBRARY AGREEMENT
BETWEEN
THE CITY OF BETHEL
AND
THE UNIVERSITY OF ALASKA FAIRBANKS KUSKOKWIM CAMPUS**

An Agreement made by and between the University of Alaska (hereafter "University") and the City of Bethel, a municipal corporation (hereafter "City")

WHEREAS, the University acting by and through its local affiliate, Kuskokwim Campus, and the City have determined that it is in the public interest to share library collections and facilities in the operation of a library in Bethel and;

WHEREAS, a cooperative effort of the University and the City in serving residents of Bethel is cost-effective and mutually advantageous;

The parties hereto do mutually agree as follows:

ARTICLE I

The University shall:

- A. Manage the library facility to accommodate and include:
 - 1. Public access to Kuskokwim Consortium Library and its collection;
 - 2. Public access to reference and inter-library loan services;
 - 3. Public access to library assistance in the form of trained personnel;
 - 4. A year-end report of grant expenses to the City of Bethel;
 - 5. If requested, an entire multipurpose room at least twice annually, including set up and break down of equipment, on a date to be mutually determined and at no cost to the City.
- B. Provide physical maintenance and utilities of the Premises.
- C. Appoint, employ, and compensate a full-time professional librarian during the College Academic Year who meets the appropriate standards of the American Library Association and whose duties shall include, but not be limited to, supervision of all operational services offered by the library, and responsibility for all acquisitions;
- D. Employ other personnel as deemed necessary;
- E. Maintain separate accounting of financial records;
- F. Provide public access to the library for approximately 40 hours per week, except as otherwise limited by the pending COVID-19 pandemic emergency;
- G. Provide materials traditional to public libraries and the Kuskokwim Consortium library in quantity and quality sufficient to maintain the collection to meet the informational and recreational needs of the community;
- H. Provide library programs to meet the informational and recreational needs of the community as possible with existing library staff and Friends of the Library volunteers.
- I. Provide an electronic lending library that allows users to borrow books on Kindle, Nook, or other similar devices at no charge.

- J. Provide the city manager with quarterly reports on activities and services.

The City Shall:

- A. Pay Kuskokwim Campus for services a total annual sum of \$72,600. Payment for these services will be made by the City in two (2) equal payments of \$36,300 upon receipt of an invoice from the University. Payment for the first installment will be available between July 1, 2023, and December 30, 2023. Payment for the second installment will be available between January 1, 2024 and June 30, 2024. All funds must be expended before June 30, 2024, or shall be forfeited.
- B. Provide snow removal for the Library parking lot as needed;
- C. Provide a dumpster and garbage removal at no charge to University;

ARTICLE II

It is further mutually agreed that:

- A. Equipment, furnishing, and literary holdings shall remain the property of the respective owner;
- B. To the extent allowed by law, each party shall indemnify, protect, and hold the other harmless from and against any and all claims, suits, causes of action and judgments arising in favor of any person or corporation, including but not limited to the employees, agents, representatives, and subcontractors of each party, or any third party, on account of any injury, death, or damage to property resulting from the actions, negligence, misfeasance, omissions or errors of said party, its employees, servants, agents, representatives, subcontractors or independent contractors during the term of this Agreement.
- C. This Agreement is subject to renegotiation and amendment at any time upon mutual consent of the parties.
- D. This agreement may be terminated by either party upon the filing of written notice of such intent at least sixty (60) days prior to March 1, 2024, with date of termination being June 30, 2024, or upon shorter notice by mutual consent of both parties;
- E. The library facility shall be known as the KUSKOKWIM CONSORTIUM LIBRARY.

ARTICLE III

The University of Alaska Fairbanks is an affirmative action/equal opportunity employer and educational institution. UAF does not discriminate on the basis of race, religion, color, national origin, citizenship, age, sex, physical or mental disability, status as a protected veteran, marital status, changes in marital status, pregnancy, childbirth or related medical conditions, parenthood, sexual orientation, gender identity, political affiliation or belief, genetic information, or other legally protected status. The University's commitment to nondiscrimination, including against sex discrimination, applies to students, employees, and applicants for admission and employment. Contact information, applicable laws, and complaint procedures are included on UA's statement of nondiscrimination available at [www.alaska.edu /titleIXcompliance/nondiscrimination](http://www.alaska.edu/titleIXcompliance/nondiscrimination).

Both parties agree to abide by these principles in the administration of this Agreement and neither institution shall impose criteria which would violate the principles of non-discrimination.

Both parties agree that this Agreement does not create legally enforceable obligations for either party nor does it establish a standard of care attributable to the activities outlined in this document.

FISCAL YEAR 2024

The following list reflects the library services to be provided by Kuskokwim Campus and their related costs to the City of Bethel during the period of July 1, 2023, through June 30, 2024;

All services described in this Agreement with public access to the library for a minimum of 40 hours of library service per week, with the exception of temporary closures due to personnel, public health, or staffing emergencies.

Materials traditional to public libraries and the Kuskokwim Consortium Library in quantity and quality sufficient to maintain the collection to meet the informational and recreational needs of the community.

Library programs to meet the informational and recreational needs of the community as possible with existing library staff and Friends of the Library volunteers.

This Agreement may be modified at any time upon written approval of the parties. There may be no changes to the scope of this Agreement without written consent of both parties.

Director, Kuskokwim Campus
University of Alaska, Fairbanks
DATE: _____

Printed Name

Vice Chancellor for Rural, Community,
and Native Education
College of Rural and Community Development
University of Alaska, Fairbanks
DATE: _____

Printed Name

Executive Director
Office of Grants and Contracts Administration
University of Alaska, Fairbanks
DATE: _____

Printed Name

City Manager
City of Bethel
DATE: _____

Printed Name

City of Bethel Action Memorandum

Action memorandum No.	23-28		
Date action introduced:	10-10-2023	Introduced by:	Alan Lanning, Interim CM
Date action taken:		Approved	Denied
Confirmed by:			

Action Title: Direct Administration to Explore Options for Acquiring Bentley's Bed and Breakfast

Attachment(s): Bentley's B&B for Sale Ad

Department/Individual:	Initials:	Remarks:
City Clerk		
Finance Director		
City Manager		

Amount of fiscal impact:		Account information:
	\$1,800,000	

Summary Statement:

The City of Bethel has identified a need for additional employee housing of the kind offered by the hospital and other major employers in the area. A multi-unit Bed and Breakfast is being offered for sale at \$1,800,000. A full description of the property is attached in the for-sale advertisement. Administration would like Council to direct the City Manager to explore options with the owner to purchase this property for employee housing.

Bentleys Porter House Bed and Breakfast

Bethel, Alaska

Offered For sale

Offered at \$1,800,000

Bentleys Porter House (Bentleys) is a property Located in Bethel Alaska along the Kuskokwim River. The current owner and sole proprietor operator is Mille D. Bentley. Geoffrey Martin, authorized personnel, is her son and has been managing her affairs with a Durable Power of Attorney (POA attached). Mille was an Auditor for the State of Alaska, living in Juneau and traveling around the state for work. She would stay at the Porter House Bed and Breakfast when in Bethel. She purchased the Bed and Breakfast from Rosie Porter in 1988.

Millie enjoyed staying at the Porter House Bed and Breakfast because Rosie Porter would not allow guests to smoke, drink or be intoxicated. This is a policy that we continue to enforce to this day. When first purchased, the Bed and Breakfast consisted of six bedrooms. Our guest are mostly business travelers. This includes travelers from the lower 48, State of Alaska employees, Native Corporation employees, private business employees, school employees from across the Yukon Kuskokwim Delta, juror for various court proceedings, travelers coming into Bethel for medical appointments at YKHC, Cup'ig and Yupik travelers from the many villages in the Yukon Kuskokwim Delta, and seasonal sportsmen (hunting, fishing, rafting).

Millie Bentley has been an amazing entrepreneur over the years, recognizing the need for quality safe lodging for business travelers, she was able to expand the business to its current size over the years.

There are four building utilized for housing. These buildings are: The Main Bed and Breakfast, The Riverfront house, the Studio Lodge, and the Waterfront Lodge. The property also has a Quonset Hut (storage), a Warehouse (currently rented to Back Creek Marine) and a vacant lot.

The Main Bed and Breakfast Building. Purchased in 1988, (Lots A1 and A2, see plot maps included). The downstairs has 10 bedrooms, a full kitchen area, living room area, three full bathrooms, two half bathrooms, and a laundry room. The upstairs has a large open concept kitchen-dining room-Livingroom area, an owner's quarters with a full bathroom, six bedrooms, two full bathrooms, and a laundry room.

There is and third level attic space that has a studio styled apartment with a full bathroom and a storage space. This building has a detached shop with two boilers and workspace with tools. There is also a fuel tank, water tank and sewage tank.

The Riverfront house (FAA house) was purchased and moved onto the property. This is located on Lot A2. This is a two-story building. The downstairs apartment has a kitchen, living area, two bedrooms and one full bathroom. Also, downstairs is a laundry room, boiler room with one boiler and a water room. The upstairs apartment has a kitchen, living area, two bedrooms and a full bathroom. There is a fuel tank and a sewage tank for this building.

The Studio Lodge is a self-contained building. This building was moved onto the property. Inside, there is an open living space with kitchen, bed, and a full bathroom. There is one Toyo heating stove for the living space and one Toyo stove for the space containing the water tank. There is a water tank and sewage tank for this building.

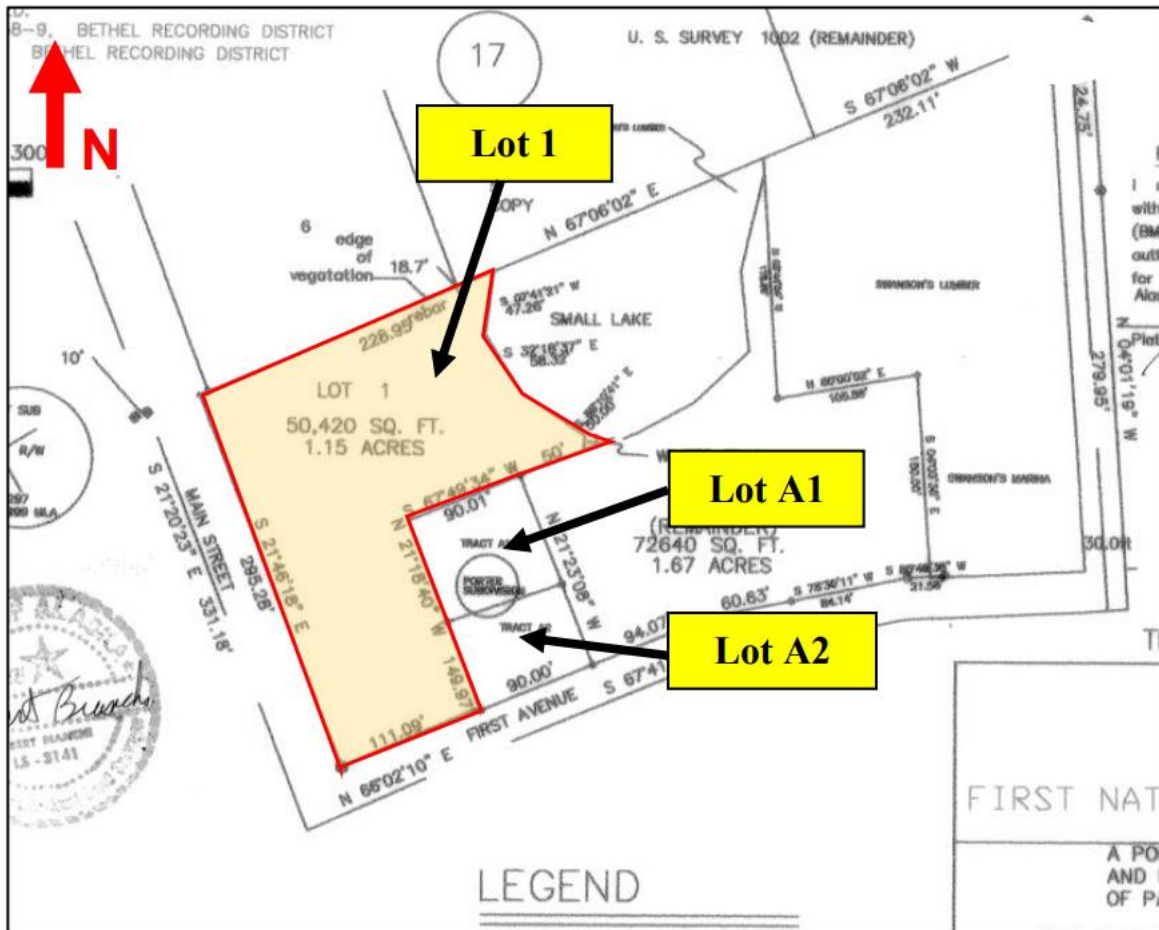
The Waterfront lodge is located on Lot 1. Lot 1 was purchased from First National Bank of Alaska (FNBA). This was originally built as the Bank Building for FNBA. When FNBA built the bank, located at 700 First Ave., this building was converted to a living quarters for the FNBA manager. When it was purchased from FNBA, it was completely rebuilt and remodeled. There are ten bedrooms (three rooms with single beds, six rooms with full size beds and one suite room with a queen size bed and twin bed). Each room has a full private bathroom. There is a kitchen downstairs (no stove) and a full kitchen upstairs. There is a separate laundry room and a mechanical room with 2 boilers and hot water heater. This building has a detached water-room and sewage tank.

Neighborhood Aerial Map



This Aerial view show the Property in relationship to the Kuskokwim River, the Joe Lomak Building (an AVCP property) across Main Street to the west, and the current FNBA building at 700 First Avenue to the east.

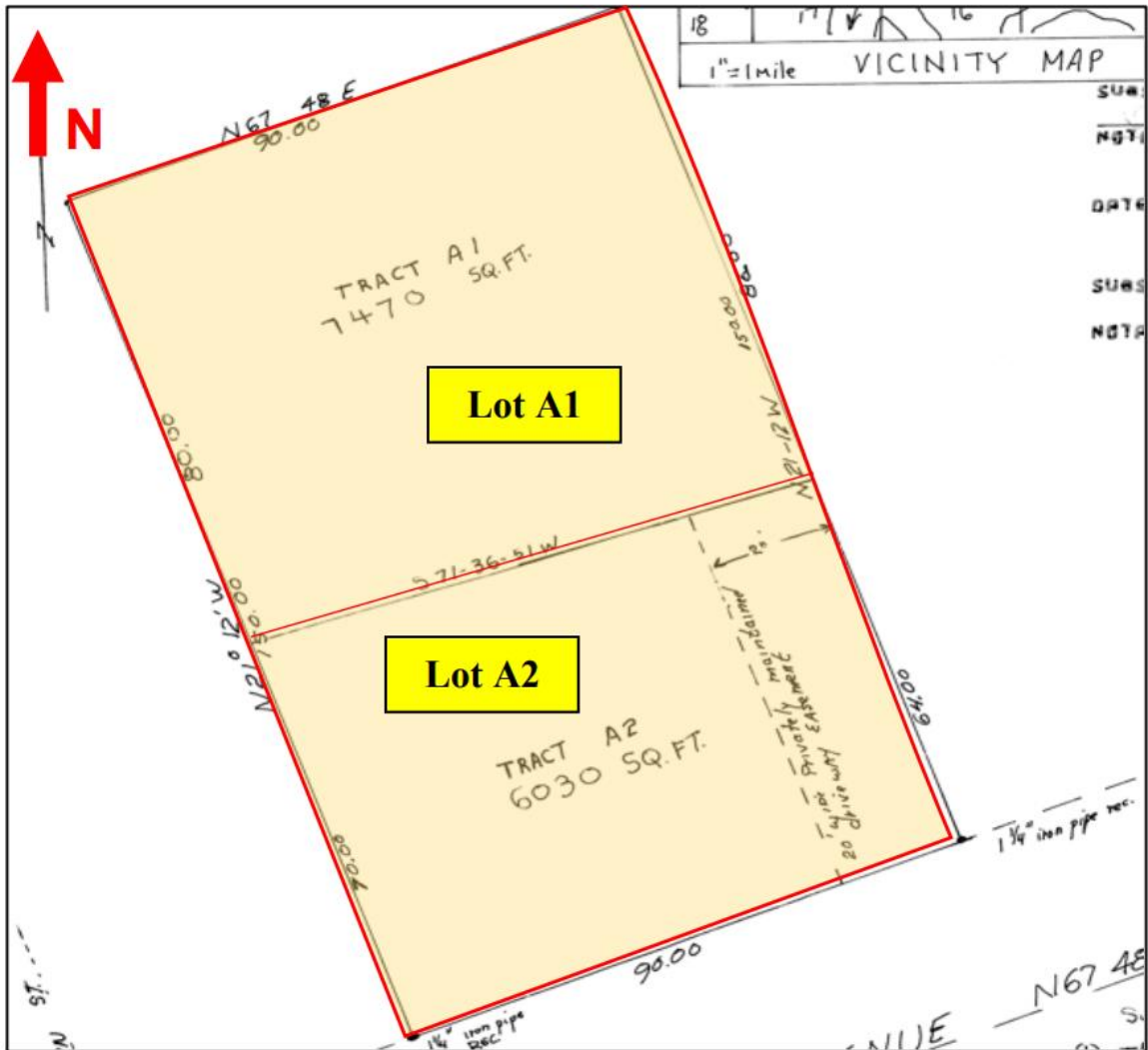
Plat 2003-11



Plat Map

Located on Lot 1 are the Waterfront Lodge, Studio Lodge, Quonset hut, Warehouse and vacant lot. This Lot 1 wraps around behind the Main Bed and Breakfast on Lot A1

Plat 84-7



Plat Map - Located on Lot A1 is the Main Bed and Breakfast. Located on Lot A2 is the Riverfront House.

Aerial Map



Aerial view showing the buildings on the property.

Gross Building Areas:

Main Lodge	– 6,330± SF
Waterfront Lodge	– 2,400± SF
Studio Lodge	- 288± SF
<u>Riverfront House</u>	<u>– 1,811± SF</u>
Total Lodging	= 10,829± SF

Warehouse	– 5,950± SF
Quonset hut	– 1,598± SF
Total Warehouse area	= 7,548± SF

Property Photographs

Date: August 8, 2022



Waterfront Lodge



Downstairs Kitchen in Waterfront Lodge



Hallway in Waterfront Lodge



Bedroom in Waterfront Lodge



Studio Lodge



Riverfront House



Kitchen in Riverfront House



Living room in Riverfront House



Main Lodge



Downstairs Living Area in Main Lodge



Upstairs Kitchen in Main Lodge



Bedroom in Main Lodge



Quonset Hut



Warehouse, Main St looking south



First Avenue looking west



First Avenue looking east



To: Bethel City Council

From: Alan D. Lanning, Interim City Manager

September 28, 2023

RE: Marijuana Retail License Renewal

I have reviewed Police, Fire, Planning and Finance Department documents regarding the renewal of the retail marijuana license for ALASKABUDS, LLC #18735, located at 660 3rd Ave, Suite B Bethel, AK 99559.

I find no concerns in the reports and do no object to the re-issuance of this license.

Sincerely,

Alan D. Lanning

Interim City Manager



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

September 5, 2023

Licensee: **Alaskabuds, LLC**
DBA: ALASKABUDS, LLC
VIA email: alaskabuds@gmail.com
Local Government: Bethel

Via Email: lstrickler@cityofbethel.net ; cityclerk@cityofbethel.net

Re: Retail Marijuana Store #18735 Combined Renewal Notice

License Number:	#18735
License Type:	Retail Marijuana Store
Licensee:	Alaskabuds, LLC
Doing Business As:	ALASKABUDS, LLC
Physical Address:	660 Third Ave, Suite B Bethel, AK 99559
Designated Licensee:	Nick Miller
Phone Number:	907-244-2125
Email Address:	alaskabuds@gmail.com

☒ **License Renewal Application**

☐ **Endorsement Renewal Application**

Dear Licensee:

After reviewing your renewal documents, AMCO staff has deemed the application complete for the purposes of 3 AAC 306.035(c).

Your application will now be sent electronically, in its entirety, to your local government, your community council (if your proposed premises is in Anchorage or certain locations in the Mat-Su Borough), and to any non-profit agencies who have requested notification of applications. The local government has 60 days to protest your application per 3 AAC 306.060.

At the May 15, 2017 Marijuana Control Board meeting, the board delegated to AMCO Director the authority to approve renewal applications. However, the board is required to consider this application independently if you have been issued any notices of violation for this license, if your local government protests this application, or if a public objection to this application is received within 30 days of this notice under 3 AAC 306.065.

If AMCO staff determines that your application requires independent board consideration for any reason, you will be sent an email notification regarding your mandatory board appearance. Upon final approval, your 2022/2023 license will be provided to you during your annual inspection. If our office determines that an inspection is not necessary, the license will be mailed to you at the mailing address on file for your establishment.

Please feel free to contact us through the marijuana.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

AMCO has received a complete renewal application and/or endorsement renewal application for a marijuana establishment within your jurisdiction. This notice is required under 3 AAC 306.035(c)(2). Application documents will be sent to you separately via ZendTo.

To protest the approval of this application pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant.

3 AAC 306.060 states that the board will uphold a local government protest and deny an application for a marijuana establishment license unless the board finds that a protest by a local government is arbitrary, capricious, and unreasonable. If the protest is a “conditional protest” as defined in 3 AAC 306.060(d)(2) and the application otherwise meets all the criteria set forth by the regulations, the Marijuana Control Board may approve the license renewal, but require the applicant to show to the board’s satisfaction that the requirements of the local government have been met before the director issues the license.

At the May 15, 2017, Marijuana Control Board meeting, the board delegated to AMCO Director the authority to approve renewal applications with no protests, objections, or notices of violation. However, if a timely protest or objection is filed for this application, or if any notices of violation have been issued for this license, the board will consider the application. In those situations, a temporary license will be issued pending board consideration.

If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Sincerely,

A handwritten signature in blue ink that reads "Joan M. Wilson". The signature is fluid and cursive, with the first name "Joan" being the most prominent.

Joan M. Wilson, Director
907-269-0350



Alaska Marijuana Control Board

Form MJ-20: 2023-2024 Renewal Application Certifications**Why is this form needed?**

This renewal application certifications form is required for all marijuana establishment license renewal applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306. A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

This form must be completed and submitted to AMCO's Anchorage office by each licensee (as defined in 3 AAC 306.020(b)(2)) before any license renewal application will be considered complete.

Section 1 – Establishment Information

Enter information for the licensed establishment, as identified on the license application.

Licensee:	Alaskabuds, LLC	License Number:	18735		
License Type:	Marijuana Retail Store				
Doing Business As:	Alaskabuds, LLC				
Premises Address:	660 3rd Ave, Suite B				
City:	Bethel	State:	Alaska	ZIP:	99559

Section 2 – Individual Information

Enter information for the individual licensee who is completing this form.

Name:	Tammy Miller
Title:	Owner

Section 3 – Violations & Charges

Read each line below, and then sign your initials in the box to the right of any applicable statements:

Initials

I certify that I have **not** been convicted of any criminal charge in the previous two calendar years.

I certify that I have **not** committed any civil violation of AS 04, AS 17.38, or 3 AAC 306 in the previous two calendar years.

I certify that a notice of violation has **not** been issued for this license between July 1, 2022 and June 30, 2023.

Sign your initials to the following statement only if you are unable to certify one or more of the above statements:

Initials

I have attached a written explanation for why I cannot certify one or more of the above statements, which includes the type of violation or offense, as required under 3 AAC 306.035(b).



Form MJ-20: 2023-2024 Renewal Application Certifications

Section 5 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that no person other than a licensee listed on my marijuana establishment license renewal application has a direct or indirect financial interest, as defined in 3 AAC 306.015(e)(1), in the business for which the marijuana establishment license has been issued.

TWM

I certify that I meet the residency requirement under AS 43.23 or I have submitted a residency exception affidavit (MJ-20a) along with this application.

TWM

I certify that this establishment complies with any applicable health, fire, safety, or tax statute, ordinance, regulation, or other law in the state.

TWM

I certify that the license is operated in accordance with the operating plan currently approved by the Marijuana Control Board.

TWM

I certify that I am operating in compliance with the Alaska Department of Labor and Workforce Development's laws and requirements pertaining to employees.

TWM

I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Marijuana Control Board.

TWM

Initial this box if you are submitting an original fingerprint card and the applicable fees to AMCO for AMCO to obtain criminal justice information and a national criminal history record required by AS 17.38.200 and 3 AAC 306.035(d). If I have multiple marijuana licenses being renewed, I understand one fingerprint card and fee will suffice for all marijuana licenses being renewed.

If multiple licenses are held, list all license numbers below:

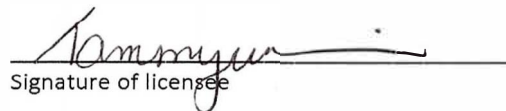
10094, 13102, 10799

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

TWM

Tammy Miller

Printed name of licensee


Signature of licensee



Alaska Marijuana Control Board

Form MJ-20: 2023-2024 Renewal Application Certifications

Why is this form needed?

This renewal application certifications form is required for all marijuana establishment license renewal applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306. A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

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Licensee:	Alaskabuds, LLC	License Number:	18735		
License Type:	Marijuana Retail Store				
Doing Business As:	Alaskabuds, LLC				
Premises Address:	660 3rd Ave, Suite B				
City:	Bethel	State:	Alaska	ZIP:	99559

Section 2 – Individual Information

Enter information for the individual licensee who is completing this form.

Name:	Nick Miller
Title:	Owner

Section 3 – Violations & Charges

Read each line below, and then sign your initials in the box to the right of any applicable statements:

Initials

I certify that I have **not** been convicted of any criminal charge in the previous two calendar years.

I certify that I have **not** committed any civil violation of AS 04, AS 17.38, or 3 AAC 306 in the previous two calendar years.

I certify that a notice of violation has **not** been issued for this license between July 1, 2022 and June 30, 2023.

Sign your initials to the following statement only if you are unable to certify one or more of the above statements:

Initials

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Form MJ-20: 2023-2024 Renewal Application Certifications

Section 5 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that no person other than a licensee listed on my marijuana establishment license renewal application has a direct or indirect financial interest, as defined in 3 AAC 306.015(e)(1), in the business for which the marijuana establishment license has been issued.

I certify that I meet the residency requirement under AS 43.23 or I have submitted a residency exception affidavit (MJ-20a) along with this application.

I certify that this establishment complies with any applicable health, fire, safety, or tax statute, ordinance, regulation, or other law in the state.

I certify that the license is operated in accordance with the operating plan currently approved by the Marijuana Control Board.

I certify that I am operating in compliance with the Alaska Department of Labor and Workforce Development's laws and requirements pertaining to employees.

I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Marijuana Control Board.

Initial this box if you are submitting an original fingerprint card and the applicable fees to AMCO for AMCO to obtain criminal justice information and a national criminal history record required by AS 17.38.200 and 3 AAC 306.035(d). If I have multiple marijuana licenses being renewed, I understand one fingerprint card and fee will suffice for all marijuana licenses being renewed.

If multiple licenses are held, list all license numbers below:

10094, 13102, 10799

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

Nick Miller

Printed name of licensee

Signature of licensee

License Number: 18735

License Status: Active-Operating

License Type: Retail Marijuana Store

Doing Business As: ALASKABUDS, LLC

Business License Number: 1032729

Designated Licensee: Nick Miller

Email Address: alaskabuds@gmail.com

Local Government: Bethel

Local Government 2:

Community Council:

Latitude, Longitude: 60.795332, -161.759882

Physical Address: 660 Third Ave, Suite B
Bethel, AK 99559
UNITED STATES

Licensee #1	Entity Official #1
Type: Entity	Type: Individual
Alaska Entity Number: 10036047	Name: Tammy Miller
Alaska Entity Name: Alaskabuds, LLC	
Phone Number: 907-244-2125	
Email Address: alaskabuds@gmail.com	Phone Number: 907-244-2995
Mailing Address: PO Box 241521 Anchorage, AK 99524 UNITED STATES	Email Address: tmiller041@gmail.com
	Mailing Address: PO Box 241521 Anchorage, AK 99524 UNITED STATES

Entity Official #2
Type: Individual
Name: Nick Miller
Phone Number: 907-244-2125
Email Address: alaskabuds@gmail.com
Mailing Address: PO Box 241521 Anchorage, AK 99524 UNITED STATES

Note: No affiliates entered for this license.



AGENDA ITEM #

City Council Meeting Date: 10/10/2023

CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, Interim City Manager

DATE: 10/10/2023

ITEM: Council Report

Worked on the following issues 9/20-10/3.

Finalized the Collective Bargaining agreement. After some final editing, that agreement should be coming to Council in the near future.

Responded to several inquiries from Council members.

Responded to several citizen issues.

Attended 9/29 Special Council meeting with ONC Board.

Continuing focus on recruiting efforts.

Continue working with Interim Finance Director to prioritize work product and understand appropriate paths forward.

Continue working with Carmen Jackson regarding finance issues.

Continue work on several property abatement letters, including the 410 Owl St. property.

Granted permission by owner of property to remove the hazardous tin roof sections at 9140 Ptarmigan due to their potential as safety hazards. Public Works successfully removed the sections.

Met with Brilliant media in our ongoing informational efforts.

Working on long-term solution to HR position.

Continue reading various documents and files.

Memorandum

Date: October 1, 2023

To: Alan Lanning, Interim City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



September 2023 Current Events

- **Ticketing Pilot Project:**

This month, my department was able to help assist the Police in getting equipment they needed for installing laptops and printers into two squad vehicles for them to be able to issue citations more easily when in the field. This was meant as a pilot program to test feasibility. We are still unsure if the laptops will be able to get through the harshness of an Alaskan Winter, but so far, the equipment seems to be working. Should this prove to be a viable option, we will likely try to replicate that equipment in more of their vehicles.

- **Caselle Updated to Version 2023.8.79:**

Following last month's major update to version 2023.8.76, a patch was released (progressing the version to 2023.8.79) to address a few problems that arose from the original update. My department was able to allocate the after-hours time to get this patch disseminated.

- **Siklu Expansion:**

Alcan, subcontractors of ACS, managed to make it out and help me work on the wireless network expansion. This is ongoing as I write this report and will likely carry on into October. The expansion will attempt to bring in the small boat harbor which should create a few more loops for data traffic to flow.

- **Replacing City Hall Cameras:**

During the early stages of the COVID-19 pandemic, the City manager at the time instructed my department to procure and install an off-the-shelf camera system to cover City Hall, Public Works, and the Fire Department. We fulfilled this request, but it quickly became apparent that such a purchase was not the best fit for these buildings.

Professionally quoted systems can sometimes be incredibly expensive, so it was easy to see why one might elect a boxed solution that only costs a few hundred dollars. However, I can state that out of the three times we tried to get vital evidence from these systems when incidents occurred at all three buildings, the solution let us down. From extreme difficulty in tracking down an event due to times/dates that inexplicably became wrong over a period to signals not reaching far enough so that a camera could transmit a feed to the centralized controller, we have never been able to rely on these systems.

Memorandum

Date: October 1, 2023

To: Alan Lanning, Interim City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



My department has, however, had success with another type of camera system over the past year in trying to keep watch over our sensitive equipment and server rooms. It is user-friendly and does not break the bank like a full-blown professional system might. I have decided to try and expand the system throughout City Hall to test if it works better than what we have currently. I will also aim to replace the systems at the Fire Department and Public Works and see how these work for us over time. I will need to add in some additional Internet connections at those locations so that daily bandwidth is not in so much contention (as data is stored in the cloud), but the solution may be a better fit.

- **Normal Business:**

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

Future Plans

- **Vacation Plans for October into November:**

I have decided to take time off next month. I will be out of the office from October 16 through November 13. I will be leaving my technician to handle the day-to-day trouble tickets. During this time, all major projects will be on hold.



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

MEMORANDUM

DATE: 9.30.2023

TO: Alan Lanning, City Manager

FROM: Bill Arnold, Public Works Director

SUBJECT: Manager's Report – Public Works Department

Programs/Divisions

Hauled Utilities: This month has been a much smoother operation. Fewer vehicle breakdowns. When mechanical issues have arisen, the V&E have rectified these mechanical issues promptly. We assisted Utility Maintenance with lift station support. At this time all water and sewer trucks can be put on the road. Issues this month, personnel numbers and attendance.

Utility Maintenance: 3alarms 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.
- 3residential 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.
- Ran lagoon pump for a week then shut down and winterize the pump
- Hook up water and sewer line to 265 Akiachak
- Doing water sample
- Help Bild. Mant with sewer problem at the port office
- Receive chemicals for the the pump house and got them stored for the winter
-

Utility Maintenance has 2 vacant staff workers still short staffed
Got parts order to fix water leak in ASHA

Property Maintenance:

POOL: Remove old Paint. Clean hot water tank. Replace lamps in lights in bathrooms. Repair damaged sheet rock and paint.

COURTHOUSE: Unlock bathroom door. Unclog judge's toilet.

CITY HALL: Unclog City Managers toilet. Move file cabinets for HR. Provide key for Laurie for storage closet.

TRANSIT: Clean boiler chimney. Service boiler.

PUBLIC WORKS: Provide keys for streets and roads. Work on air compressor. Work on boilers.

DOG POUND: Replace fuel lines for boiler. Fix leaks on dog kennel troughs. Add tiger loop for boiler.

TEEN CENTER: Add expansion tank for boiler. Replace coin vent on boiler. Add glycol for boiler.

PARKS: Drain water tank at community garden. Install bird spikes on playground equipment at Owl Park.

CEMETARY: Mark 94 grave sites. Drain water tank.

POLICE DEPARTMENT: Unclog toilets. Repair garage door. Repair second floor door.

BETHEL HEIGHTS WATER PLANT: Insulate opening in back wall. Clean unit heaters. Provide keys to V&E for generator.

CITY SUB WATER PLANT: Replace control module in boiler 2. Service boiler 1 and 2. Change check valve boiler 1. Add ball valve to expansion tank.

PORT: Weld fence post. Replace coin vents on boilers. Replace pressure gauge boiler 2. Repair sewer pickup line.

Road Maintenance: Maintained roads re-applied EK35 on first road and ptarmigan. Installed 36" culvert on Delapp. Cleaned and reestablished ditch and replaced culvert fourth and main. Hauled freight off the dock for piped services and water plant project.

Vehicles and Equipment: Fixed and repaired city vehicles as needed. All but 3 city generators got serviced.

Transit System:

September was a busy month. Ridership was steady throughout. No major breakdowns with both buses. As of 29 SEP 23, Ridership consisted of; 846 Elders, 12 Youth, 111 Adults, 173 Disabled, and 1,101 Pass riders. 100 Day Passes were purchased along with 2 Youth and 8 Adult Month passes. Total bus fares was \$1,357.00.

Bus 439 was used twice and logged 76 miles while Bus 440 logged 2,515 and used 334.666 gallons of fuel.

Landfill & Hauled Refuse: Landfill staff have been preparing for winter and freezing ground. We have been shredding daily and building a working face for winter hauled refuse. We got all the old freon extraction tanks shipped out with Delta Backhaul and continue draining freon from the piles of old freezers and refrigerators. This month the hauled refuse truck brought in 62 loads of dumpster trash. We received 16 loads of misc. city dumps, 162 private citizen loads, 3100 cubic yards of commercial waste, 10 freezers and 4 junk vehicles.

Staffing Issues/Concerns/Training:

Department:	Hauled Utilities	Utility Maint.	Landfill & Refuse	Vehicles & Equipment	Streets & Roads	Bethel Transit	Property Maintenance
Filled Positions:	13	5	3	4	5	3	5
Total Funded Positions:	19	9	6	7	5	3	7
Percentage	68%	56%	50%	57%	100%	100%	71%



September 5, 2023

Bill Arnold
City of Bethel
P.O. Box 1388
Bethel, AK 99559

**Subject: DOWL Term Contract
Planning and Engineering Services
Project Billing Summary Report**

Dear Mr. Arnold:

DOWL appreciates the opportunity to assist the City of Bethel with all your planning and engineering needs. In accordance with the term contract requirements, we are providing a monthly summary of active Task Orders and their Budget Status. See the attached table.

Please let us know if you have any questions or concerns.

Sincerely,
DOWL

Chase A. Nelson, P.E.
Term Contract Project Manager



Project Description	Task Order	GL Code	Total Budget	Billed	Remaining
Lift Station Improvements	TO #15	660-70-6890	\$513,227.10	\$506,147.45	\$7,079.65
Lead and Copper Issues at City Sub	TO #17	510-84-6335	\$49,000.00	\$29,876.06	\$19,123.94
Subdivision Construction Oversight	TO #26	100-54-6320	\$82,340.00	\$64,157.90	\$18,182.10
Yukon Kuskokwim Health and Fitness Center Repairs	TO #28	400-50-9692	\$124,266.00	\$107,700.68	\$16,565.32
CEHH Hydraulics and Hydrology Study	TO #31	100-66-6892	\$93,450.00	\$81,947.00	\$11,503.00
Utility Rate Study	TO #39	100-51-6325	\$94,431.00	\$88,209.03	\$6,221.97
YK Fitness Center Lift Station Replacement	TO #44	400-50-9692	\$89,987.00	\$89,840.46	\$146.54
Chemical Storage Building	TO #45	660-70-6892	\$305,929.00	\$171,919.77	\$134,009.23
Transit Center Boiler Replacement	TO #46	560-50-6890	\$85,320.00	\$59,587.60	\$25,732.40
Comprehensive Plan	TO #47	100-54-9694	\$174,997.00	\$174,997.00	\$0.00
Dog Pound Facility Concept Design	TO #49	100-61-6890	\$10,473.00	\$10,473.00	\$0.00
General Planning Services	TO #52	100-54-9694	\$115,000.00	\$98,773.75	\$16,226.25
Port Wall Inspection	TO #53	520-50-6339	\$37,815.00	\$37,815.00	\$0.00
QFC#2 Lift Station	TO #55	660-70-6320	\$107,855.00	\$72,039.20	\$35,815.80
WTP Automation Study	TO #56	510-84-6890	\$67,630.00	\$25,045.67	\$42,584.33
Wetlands and Hydrologic Modeling	TO #58	100-54-6890	\$95,843.00	\$61,523.09	\$34,319.91
Police Tower Estimate	TO #59	100-61-6890	\$43,523.00	\$12,787.95	\$30,735.05
Well Testing	TO #61	510-83-6335	\$21,697.00	\$0.00	\$21,697.00
Bethel Hts/Martina Oscar W&S	TO #63	631-50-6324	\$233,140.00	\$34,389.00	\$198,751.00
Fire Tower Site Plan	TO #64	100-60-6890	\$13,272.00	\$9,954.00	\$3,318.00
Filter Media Replacement	TO #65	660-70-6892	\$20,000.00	\$6,512.24	\$13,487.76
Lagoon Assessment	TO #66		\$56,101.00	\$0.00	\$56,101.00

Schedule, Events and Programs

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



Swim Clinics
Wednesdays at 5:30pm
Freestyle 8/9
Flip Turns 8/16
Butterfly 8/30

Open to ages 12+
Must be able to swim
50 yards (2 lengths)
without stopping and
be comfortable in deep
water.

\$8 for Members/\$11 Non Members
or use a Group Fitness Class Pass

ykfitness.org or 543-0390

Starting in September the Lifesavers Foundation will again be sponsoring ½ price pool admissions.



Become A Lifeguard

Free Certification Course:
October 29th - Nov 19th
Sundays 3:30pm-6:30pm

Visit ykfitness.org/certifications,
email ykfc@cityofbethel.net,
or call 907-543-0390
for details and to register.

267 Akiachak Dr
Bethel, AK 99559

www.ykfitness.org
907-543-0390

Healthy Activities Club registration opened for September and January Club dates.



1/2 PRICE POOL ADMISSIONS
SPONSORED BY THE YK DELTA LIFESAVERS FOUNDATION

MONDAYS 9AM-11AM
SATURDAYS 10AM- 8PM

FOR MORE INFORMATION VISIT
YKFITNESS.ORG OR 543-0390

Our next Lifeguard Training class is being offered October/November.

Swim Instructor Training will be offered in October along with our Fall swim lessons. Registration opens in September.



YK Fitness Center
HEALTHY ACTIVITIES CLUB
FALL '23/WINTER '24

SEPT 5TH - SEPT 8TH
JAN 2ND - JAN 5TH, 2024
8:00 AM - 5:30 PM
FULL DAY \$210 PER WEEK
HALF DAY \$120 PER WEEK

SCHOLARSHIPS AVAILABLE

WHY PLAY WITH US?

Fun indoor and outdoor sports, games, and activities including:

- Field Games
- Swimming & Water Safety
- Story Telling
- Dance
- Home & Community Safety
- Helping our community

YKFITNESS.ORG
907-543-0390

ALL RIGHTS RESERVED. THIS IS A SERVICE PROVIDED BY THE YUKON-KUSKOKWIM FITNESS CENTER. THE INFORMATION IS PROVIDED FOR INFORMATIONAL PURPOSES ONLY. THE YUKON-KUSKOKWIM FITNESS CENTER IS NOT RESPONSIBLE FOR ANY INJURY OR DAMAGE TO PERSONS OR PROPERTY. THE YUKON-KUSKOKWIM FITNESS CENTER IS NOT RESPONSIBLE FOR ANY INJURY OR DAMAGE TO PERSONS OR PROPERTY. THE YUKON-KUSKOKWIM FITNESS CENTER IS NOT RESPONSIBLE FOR ANY INJURY OR DAMAGE TO PERSONS OR PROPERTY.



YK Fitness Center
Now Hiring Swim Instructors

Free Swim Instructor Training:
Sundays 3:30pm-6:30pm
October 1 - 29, 2023

Visit ykfitness.org/certifications for details and to register

Yukon-Kuskokwim Fitness Center
267 Akiachak Dr
Bethel, AK 99559

www.ykfitness.org
(907) 543-0390




BELLY DANCE CLASSES ARE COMING TO YKFC IN 2023

Come and learn the art of belly dancing in a 6 week beginning belly dance course.

Wednesdays 6pm-7:30pm

Oct 4th - Nov 15th

\$80 for Members
\$100 for non-members

You will learn...

- Basic form and basic Egyptian steps
- How to count and choreograph
- Learn about the many styles of dance
- Zilla and veil will be taught in week 5/6 (finger cymbals)

Great for core strength



Group Swim Lessons
Fall 2023 Session:
September 30th - November 22nd

Visit www.ykfitness.org/aquatics for schedules and information!
Call 907-543-0390 to register.

Beginning Belly Dancing class is being offered in October. This 6 week class is open to all, age 16+.

We continue to offer the Equitable Access Program to provide discounted access to the YK Fitness Center for community members who may not be able to afford the full cost of facility access. We will also offer our annual PFD sale starting October 1st.



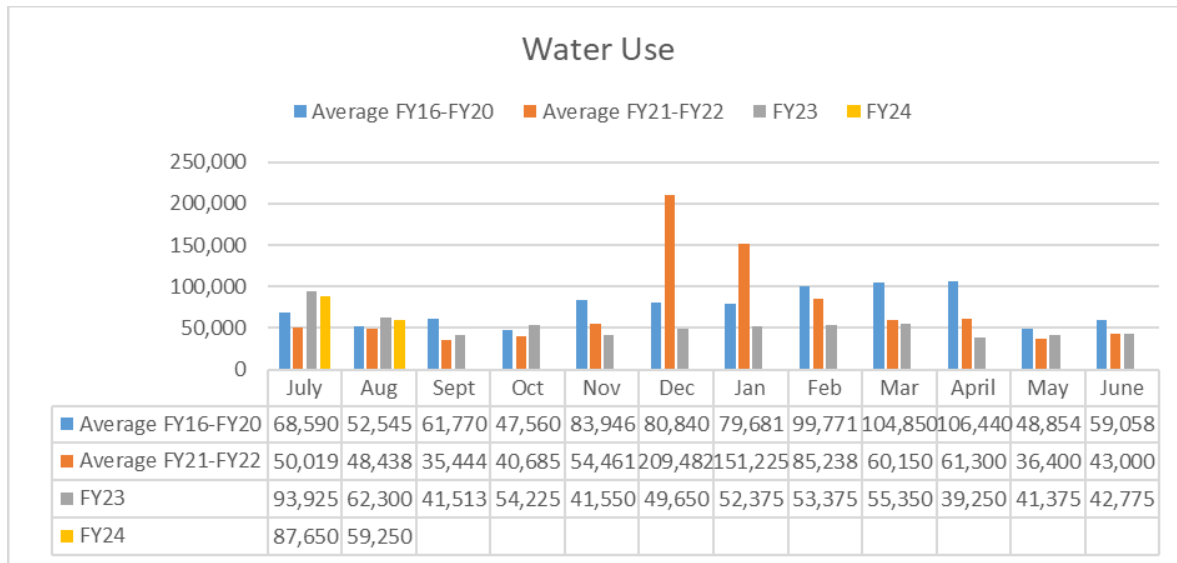
YK Fitness Center

The Equitable Access Program provides discounted access to the YK Fitness Center for community members who may not be able to afford the full cost of facility access.

Equitable Access Program

Visit ykfitness.org or call 907-543-0390 for details and to sign up.

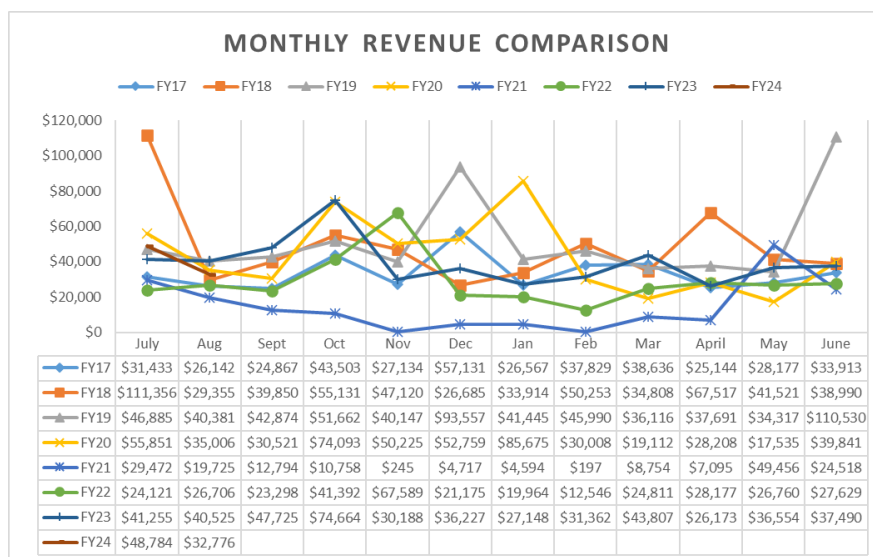
Water Use

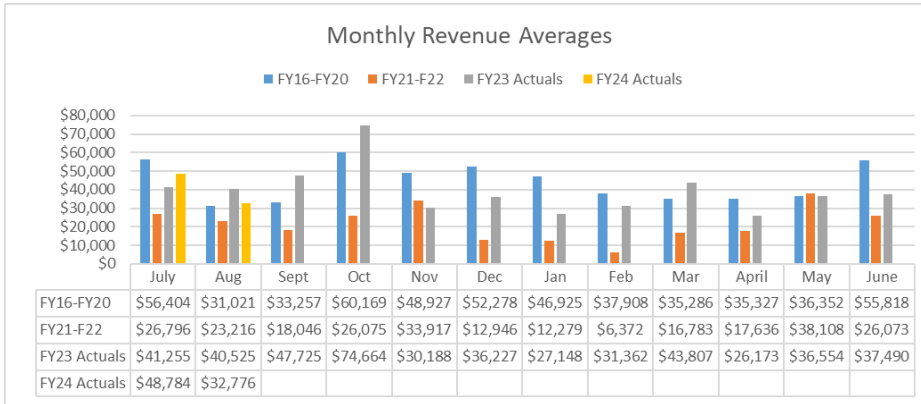


*Note: Facility opened in November of 2014 (FY15). Starting during maintenance closure in Dec 2019/Jan 2020 hot water has been used to keep pipes from freezing resulting in higher-than-normal usage. Water was turned off in late March 2020 once outside temps were consistently above freezing temperatures.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

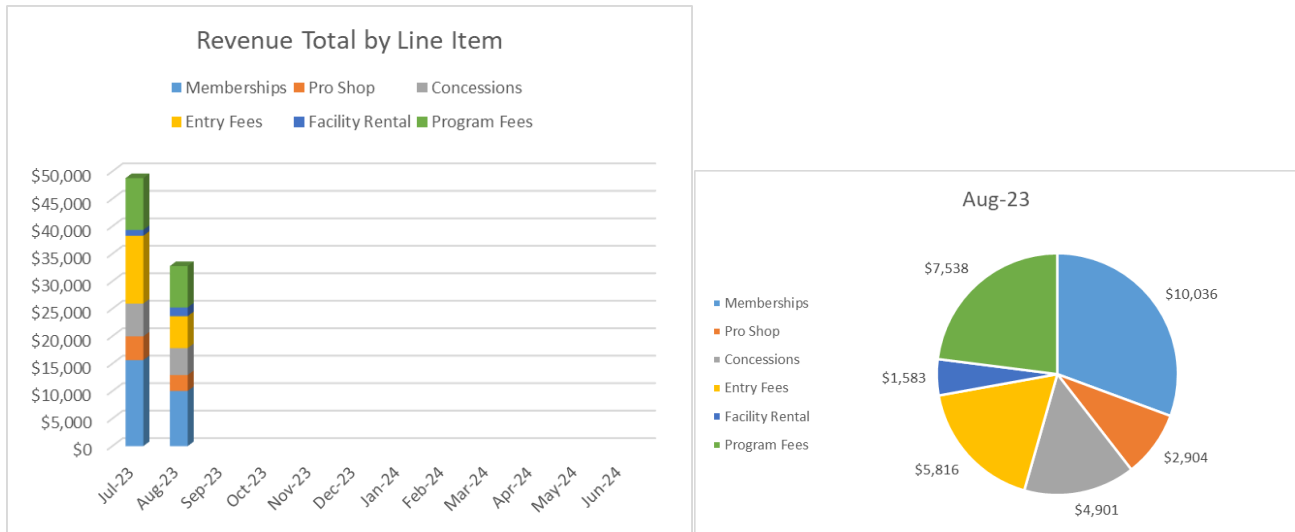
Revenue

Code	Facility Revenue	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total	FY24 Budgeted	%attained
43-9420	Memberships	\$15,651	\$10,036											\$25,686	\$250,000	10%
43-4360	Pro Shop	\$4,327	\$2,904											\$7,231	\$42,000	17%
43-4361	Concessions	\$5,963	\$4,901											\$10,863	\$60,000	18%
43-4362	Entry Fees	\$12,345	\$5,816											\$18,161	\$115,000	16%
43-4440	Facility Rental	\$1,065	\$1,583											\$2,648	\$26,000	10%
43-4369	Program Fees	\$9,434	\$7,538											\$16,972	\$50,000	34%
Misc (Grants, Donations, Etc.)														\$0	\$0	#DIV/0!
Facility Revenue Total		\$48,784	\$32,776	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$81,561	\$543,000	15%



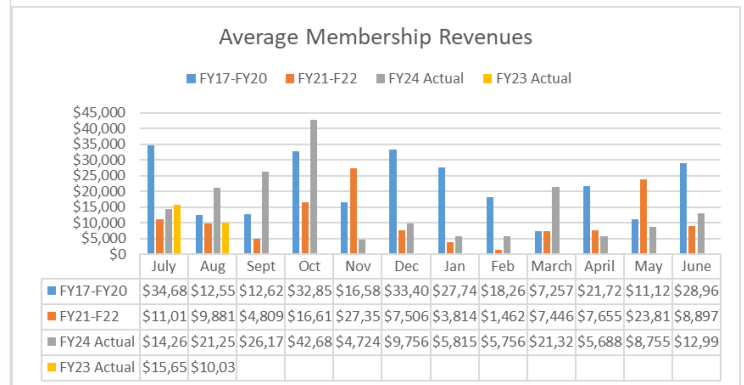
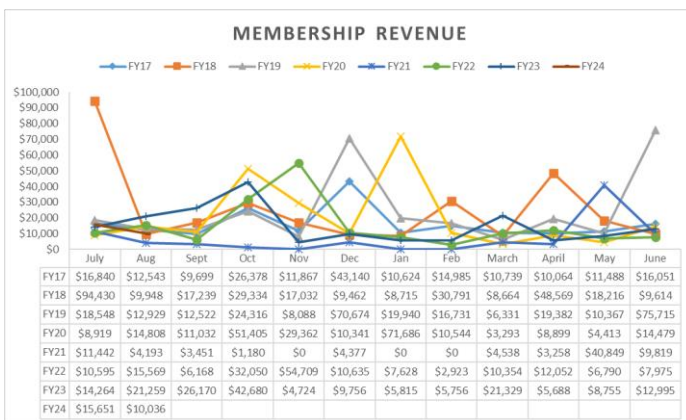


Monthly Revenue viewed by Line Item shows that Memberships, Program fees, and Entry fees are the largest portion of revenue funds for August.

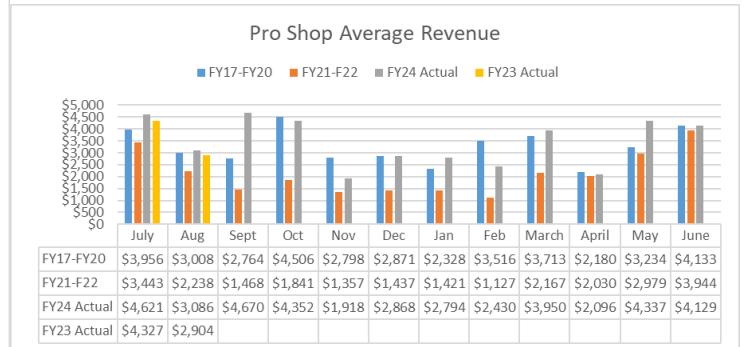
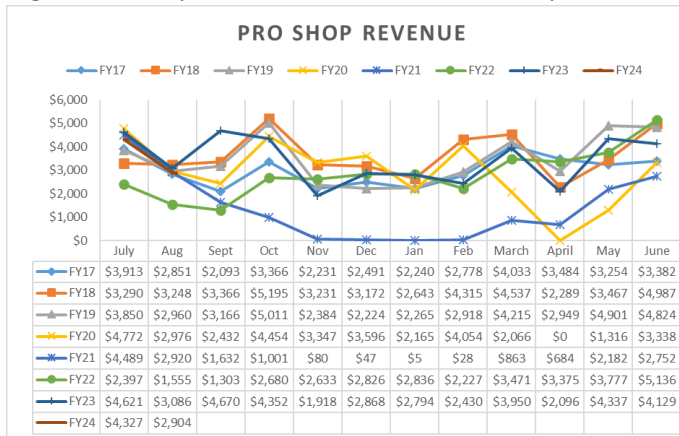


Revenue Comparisons by line Item:

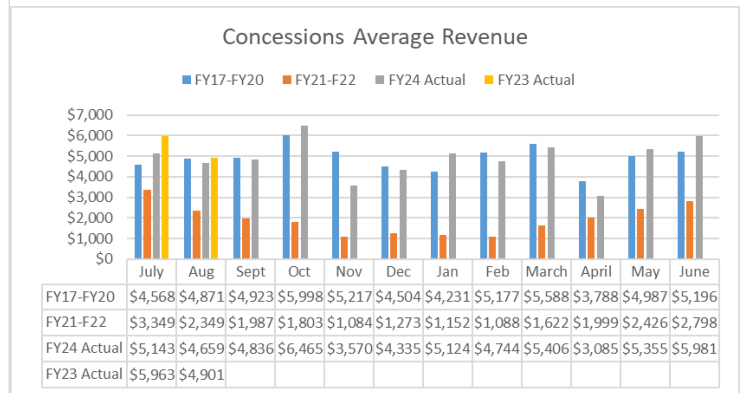
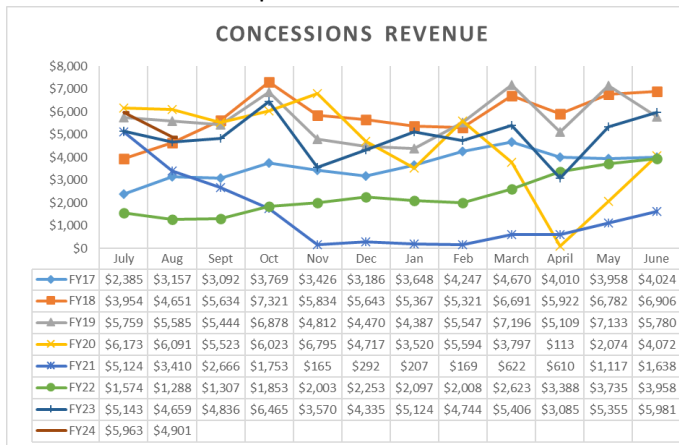
Membership revenue for June passed Covid levels but did not quite reach pre-covid averages.



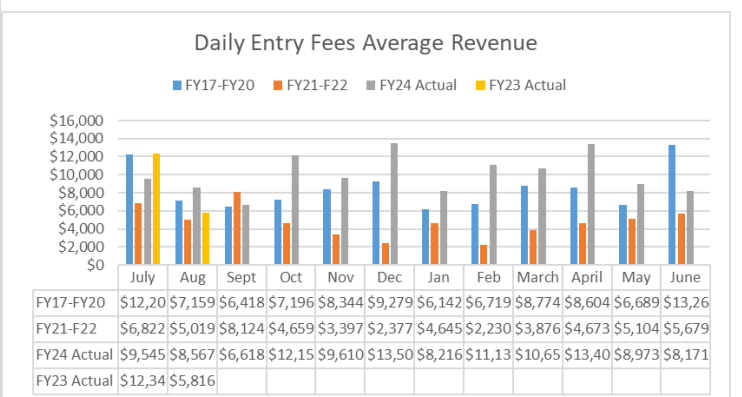
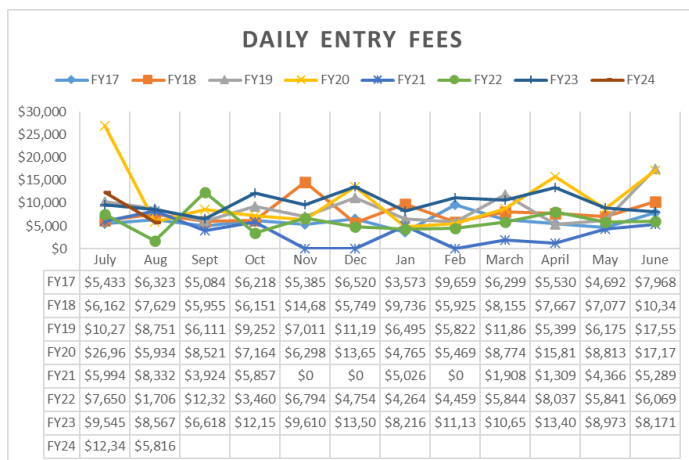
August Pro Shop revenue continues to be comparable to previous years.



Concessions revenues for August are showing a 5% increase over August of last year with the largest sellers continuing to be drinks and hot pretzels.

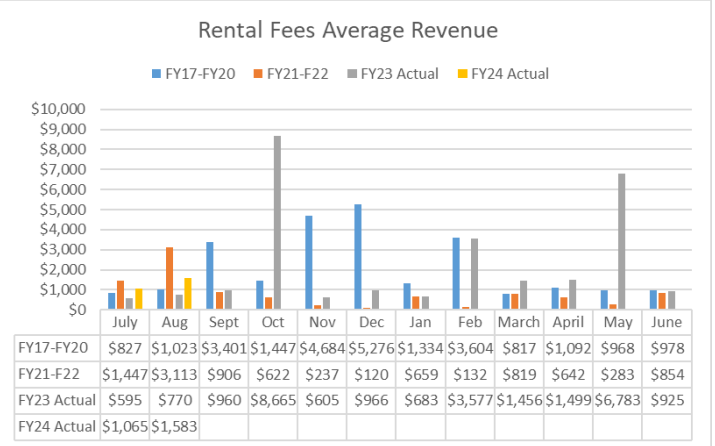
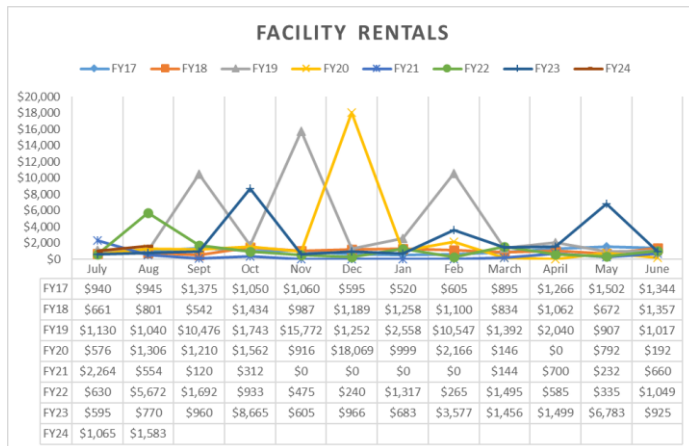


With the start of the new school year, daily entry fees for August are lower than for July.

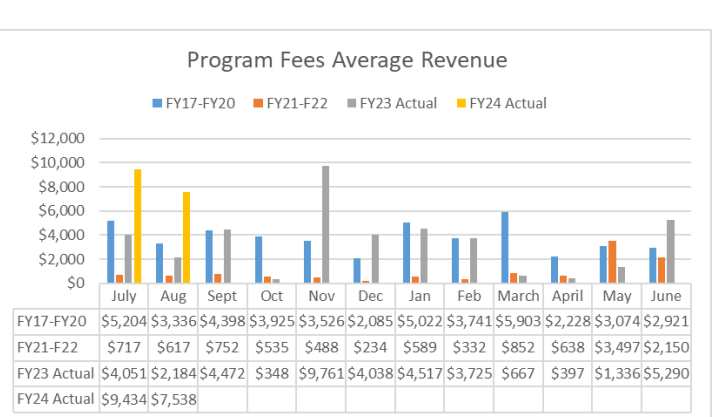
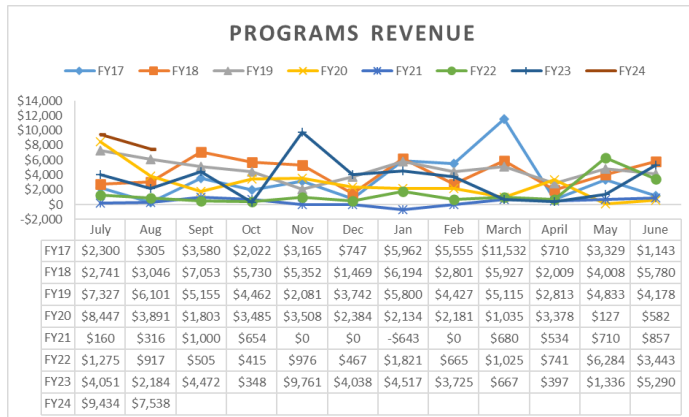


August Rentals were consistent with previous years, though revenues are showing lower as rental fees for the BRHS Swim Team were not yet received.

Spikes shown on the rental fees charts represent checks received for large rentals including BRHS Swim team in the Fall and rentals for school swim classes during the fall and spring.



Program fees for the July and August were higher than normal due to high registration numbers in our Healthy Activities Club.



Expenses

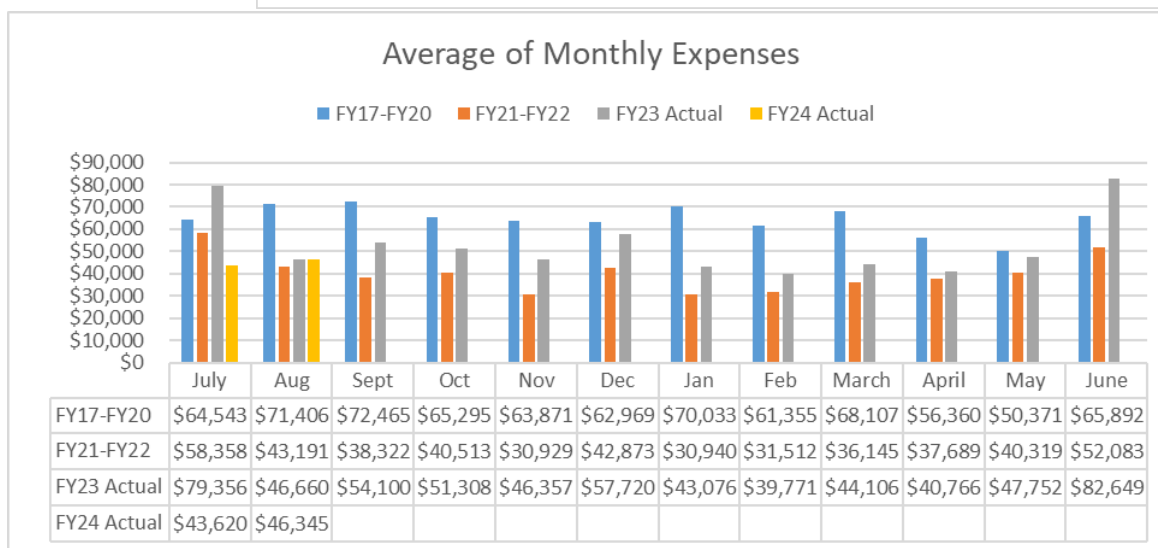
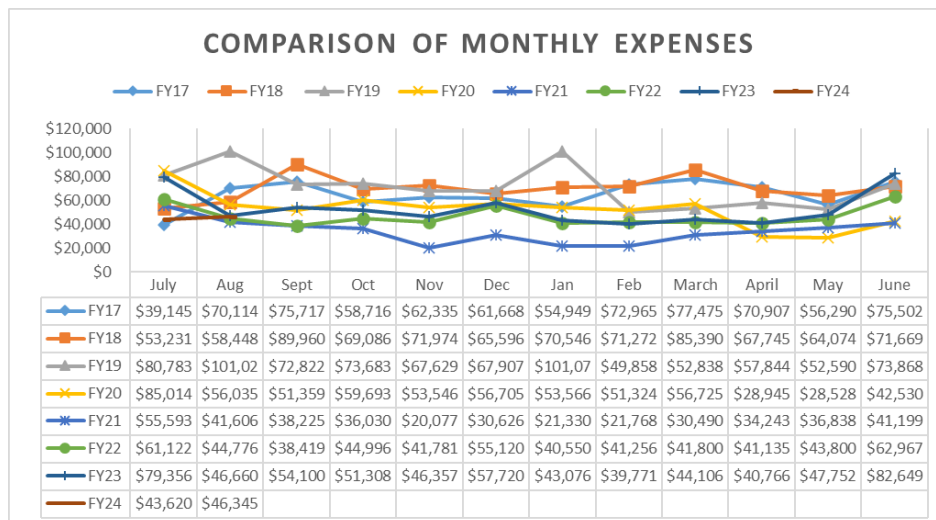
As we return to normal facility operations we are actively working to continue to minimize facility expenses while providing necessary safety and resources.

	Expenses	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total	Budgeted	% used
	Wages & Benefits	\$37,934	\$37,727											\$75,662	\$609,921	12.41%
6060	Travel/Training	\$0	\$0											\$0	\$2,000	0.00%
6100	Supplies	\$2,408	\$2,695											\$5,103	\$74,000	6.90%
6110	Building Maintenance	\$565	\$705											\$1,270	\$16,100	7.89%
6331	Software Licenses	\$511	\$345											\$856	\$500	171.24%
6200	General Expenses	\$1,559	\$4,296											\$5,854	\$10,300	56.84%
6430	Allowance for Special Events	\$0	\$186											\$186	\$1,000	18.65%
6539	Unforeseen	\$0	\$0											\$0	\$2,000	0.00%
	Non Budgeted/Grant Funded	\$642	\$392											\$1,034		
	TOTAL	\$43,620	\$46,345	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$89,965	\$715,821	12.57%

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

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

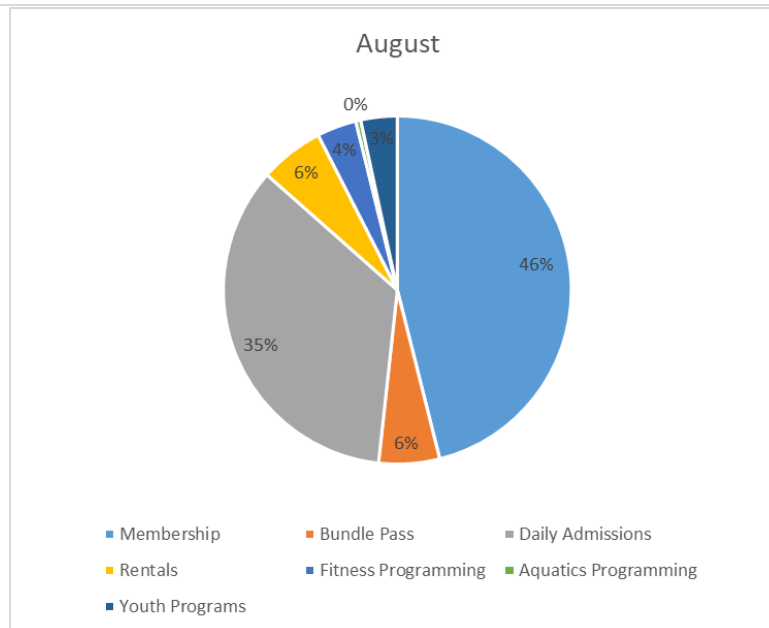
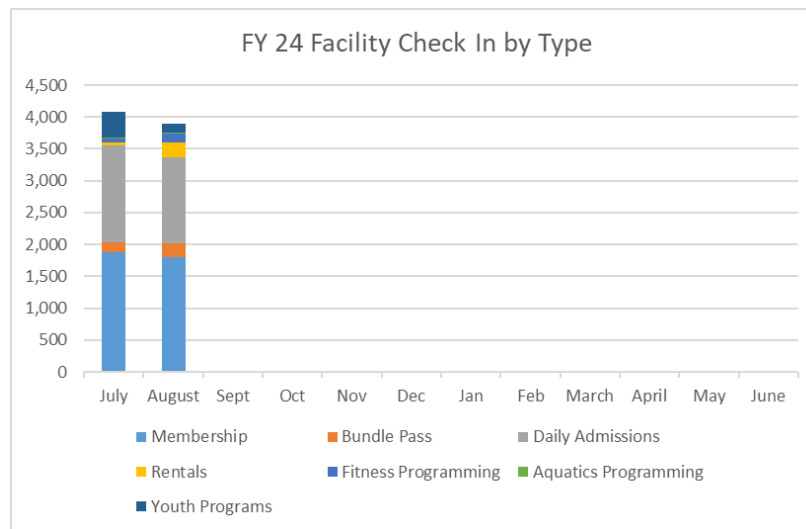
August expenses were kept steady with July expenses and below pre-COVID 19 expenses.



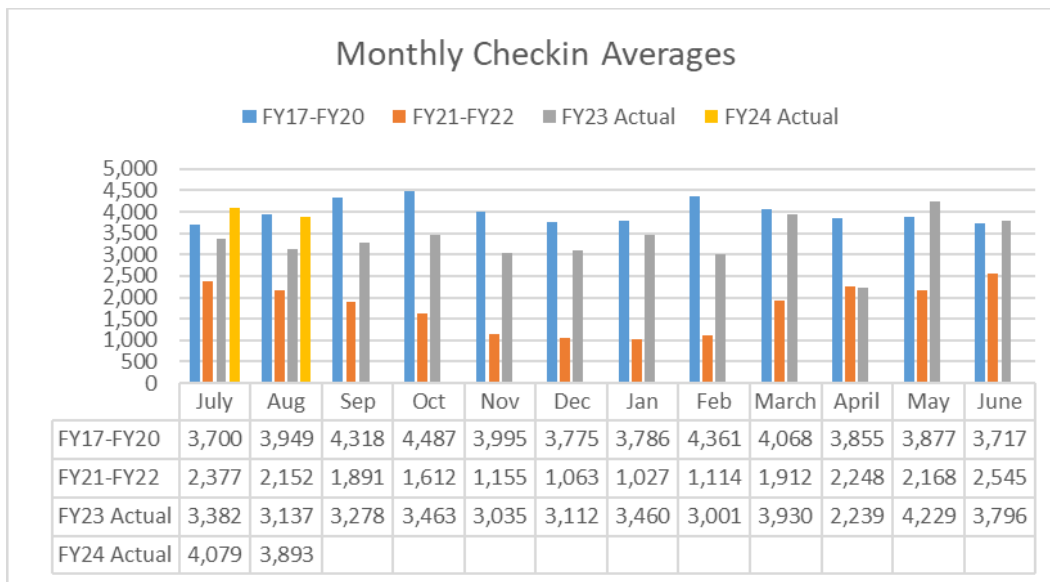
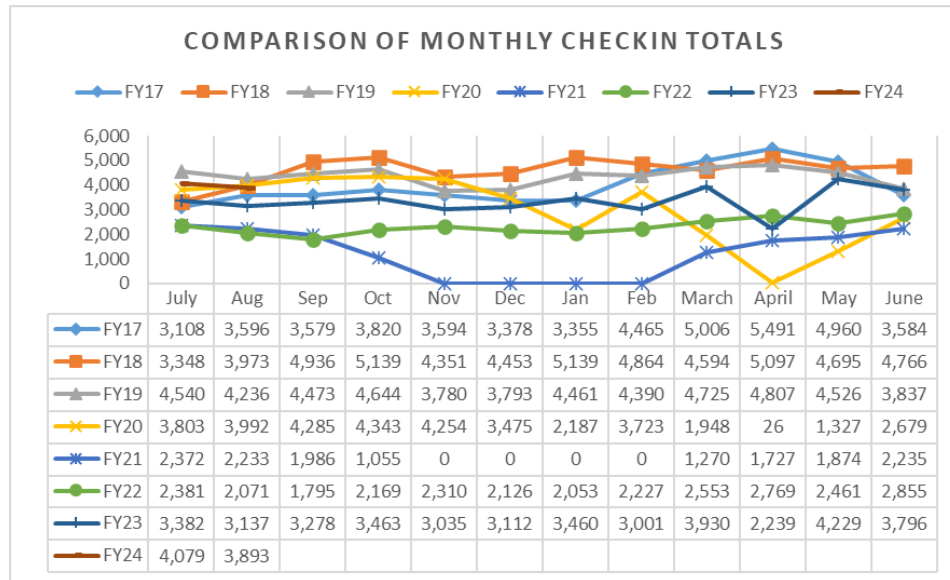
Facility Utilization

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

Facility Check-In FY24	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
Membership	1,880	1,794											3,674
Bundle Pass	151	220											371
Daily Admissions	1,515	1,354											2,869
Rentals	49	232											281
Fitness Programming	69	143											212
Aquatics Programming	15	18											33
Youth Programs	400	132											532
Monthly Totals	4,079	3,893	0	0	0	0	0	0	0	0	0	0	7,972



August utilization continues to show growth over Covid averages, reaching within 1% of pre-covid averages.



CITY OF BETHEL POLICE DEPARTMENT



September 2023 Monthly Report

Personnel:

Current Staffing			
Position	Allocated	Staffed	Vacant
Safety Patrol (three grant funded)	3	1	2
Community Service Officer	2	1	1
Evidence and Record Custodian	1	0	1
Administrative Assistant/Taxi Inspector	1	1	0
Public Safety Dispatcher (one E911 funded)	5	3	2
Public Safety Dispatch Supervisor	1	1	0
Peace Officers (one grant funded/reimbursed SRO)	20	17	3

Operations:

Operations Tempo				
	September 2023	August 2023	September 2022	2023 Total
Calls Total		1453	1314	9751
Reports Total		111	124	782
Intoxicated Pedestrian Calls		184	236	997
Driving Under Influence Calls		16	16	115
Domestic Violence Reports		24	12	119
Animal Calls		43	14	280
Animal Bite Reports		0	0	2
Sexual Assault Reports		4	8	51
Death Investigation Reports		1	1	6

Detectives Floyd and Bouma attended Child First Forensic Interview Training in Anchorage.

Sgt Charles and his K-9 partner, Zeus officially began patrolling after completion of their training in Alabama.

Chief Hicks and other members of the department met with the DEA regarding working together to combat illegal narcotics in the area.

At the invitation of the Consulate of the Republic of Korea in Anchorage, Chief Hicks attended the 70th Anniversary of the Korea-US Alliance event.

Two additional Public Safety Dispatchers were hired and are scheduled to start the first week of October. This will bring our total number of Dispatchers to 5.

Several officers have volunteered to work extra hours for traffic enforcement.

The police department is currently conducting a background check on two police officer applicants, which indicates an ongoing hiring process.

The department continues to recruit for all vacancies, highlighting the ongoing efforts to hire new personnel and maintain a fully staffed and efficient police force.

PORT OF BETHEL

Post Office Box 1388
Bethel, Alaska 99559
Voice: 907-543-2310
Fax: 907-543-2311



To: Alan Lanning, City Manager
From: Edward Flores, Port Director
Subject: September 2023 Managers Report

- **Small Boat Harbor**

The Small Boat Harbor activity is starting to slow down as we near the end of the summer season. As usual, we have experienced a slowdown in permit sales as well. Port Crews have been cleaning up and spotting gravel around the banks as needed. We are down to two seasonal workers left. We would like to pick up one to two more hands for the last push of the season. We will still have an attendant at the small boat harbor throughout the fall, but our presence will not be as strong. We will begin taking out buoys from within the harbor and the slough starting mid-October and the floats around the same time. The Small Boat Harbor closes for the season on October 31st.

- **City Dock/Beach 1/Petro Port**

City Dock and Beach 1 are fully operational. The latter half of the season went off to a good start. We have had a few mainline barges in the last month, and we expect the last one in the first week of October. Freight will still be going out on the beach for the last push for the season before companies start to pull up the river tugs for the season. We have had 3 mainline fuel barges this month, and the schedule is starting to fill up to get fuel in and out of Bethel before freezing up.

- **Port Office**

There are no issues to report for the Port Office, and it still operates well. Building Maintenance is doing daily checks on the building. Building maintenance did find a crack in our septic tank evac pipe. They were able to fix it, and all is well. Our new admin assistant is learning fast and doing very well. The office is open Monday through Friday from 8 to 4.

- **Admin**

Our monthly storage is prepped and will head out the door this first week of October. The Port Commission did not have a quorum this month. Our next meeting will be at City Hall on October 16, 2023, at 7 p.m.

- **Seawall**

The Port crew is doing daily checks along the seawall. Constant clean-up, as needed. The lower access was washed out a little bit. We will be going through and cleaning up and adding gravel where needed. YKHC will have a 5K walk/run for depression awareness on October 1st. the 5k will start on front street. Go across the float plane area then it will go the full length of the lower access to

beach 2, up standard oil road, down the highway to YKHC admin then back to Beach 2 before going back through the lower access. We will be opening the gates to accommodate this request.

- **Misc.**

We are maintaining the cleanliness around the waterfront as much as we safely can.

We have purchased new grass trimmers and are putting them to work around the waterfront. Our new storage area down near beach 2 is up and running, we currently have a company actively storing equipment and connexs at the location. We are working on lighting for the small boat harbor shack, the slough shop, & the warehouse on the municipal dock.

MEMORANDUM

DATE: October 2, 2023

TO: Alan Lanning, City Manager

FROM: Kristi McConnachie, Interim Grant Manager

SUBJECT: Grant Manager's Report for October 10, 2023 Bethel City Council Meeting



Grant Applications Approved

Community Service Patrol Grant

The City's Community Service Patrol grant was approved in the amount of \$323,081 for another year by the Alaska Department of Health and Social Services. The award amount has remained the same from the State since at least FY 2019 while the cost of the program has risen. FY 2024 will be the first year that the city budgeted money to cover cost increases in salaries and gasoline. Funds have been requested for deposit.

Grant Applications to Prepare

Land & Water Conservation Fund Grant Program

The City of Bethel has the opportunity to request a minimum of \$25K to a maximum of \$125K from the LWCF program. This is a 1:1 matching grant program; Therefore, the project budget must be at least \$50K. The city has used this grant in the past to build its community garden. Lori Strickler has gathered a group to brainstorm potential project ideas for the community. The application is due by noon on Tuesday, October 31, 2023.

Community Bridge Investment Program

The City is waiting for the Alaska Department of Transportation and Public Facilities to announce the community bridge investment program funding opportunity. The City hopes to apply for funding for the box culvert to be placed under Ptarmigan Street where Ptarmigan Creek will flow under it and the City will solve its beaver problem that is threatening road stability.

Energy Efficiency and Conservation Block Grant Program

The City of Bethel has a chance to secure \$75,220 in formula grant funding from Energy Efficiency Conservation Block Grant Program. City Administration is considering the purchase of solar panels for city buildings. The pre-award information sheet has been completed and the application is due January 31, 2024.

Purchasing Agent Duties

RFPs

Purchasing Agent:

- Purchase of Bulk Chemicals – Bill has contacted the vendor with draft purchase agreement/contract. Awaiting final negotiations and signatures.
- Pressure Filters – Council approved Budget Mod 9/26; Bill sent out to vendor. Awaiting final negotiations and signatures.
- Bulk Fuel Purchase – Libby made some edits to the draft contract. Crystal to review and finalize then send to Delta Western.
- Track Carrier – Has been ordered.

Current Grants and Loans

Active grants/loans: 15
 Grant amount in play: \$19,063,873 Exp to date: \$1,594,173
 Loan amount in play: \$173,786 Exp to date: \$0
 \$19,237,659

#	Grant	Amount	% Complete	Expiration
1	CSP - DHSS FY 2023	\$323,081	83%	6/30/2024
	Police Department will be responsible for overseeing the hiring of three CSPs to help people who are unable to care for themselves. Most people picked up are taken to the Sobering Center, funded by the same grantor as the city's CSP grant. Police Chief states this program has been instrumental in enabling the Bethel Police Department to provide vital assistance to the citizens of the community.			
2	21SHSP-GY21 - Radios and Training	\$78,500	42%	12/31/2023
	Procurement has been completed for Reid's Interview and Interrogation. Three officers have been signed up for the train and two additional are in the process of being signed up per Lt Christopher Wigner.			
3	22SHSP-GY22 - Police Radios	\$39,000	100%	9/30/2024
	Police Department ordered and received 9 portable radios. To do: Complete Final Report and close grant.			
4	COPS Hiring Program - School Resource Officer (SRO)	\$125,000	28%	6/30/2023
	The City received a one-year extension on the grant. The Finance Manager submitted a report to claim the entire \$125,000 in grant funds.			
	The City must request LKSD to pay for SRO salary not covered by grant.			
5	Yukon-Kuskokwim Health Corporation Diabetes Prevention & Control Program	\$4,738	92%	None
	To do: Complete Final Report and close grant.			

6	FY 23 Alaska Public Entity Insurance Safety Grant		\$5,000	100%	6/30/2022																	
		The Police Department ordered a drone that cost \$6,928.20 that will be used for search and rescue operations in which the Police Department takes part. The City will have to work with FAA officials, the city attorney, and other stakeholders to develop a drone program. To do: Complete Final Report and close grant.																				
7	Coronavirus Local Fiscal Recovery Fund (ARPA)		\$3,357,327	31%	12/31/2024																	
		The City spent the following so far: <table><thead><tr><th>Description</th><th>Spent</th><th>Budget</th></tr></thead><tbody><tr><td>Chemical Storage Building</td><td>\$360,196</td><td>\$1,500,000</td></tr><tr><td>Lift Station Repairs</td><td>\$364,661</td><td>\$190,000</td></tr><tr><td>KYUK Radio Tower</td><td>\$250,000</td><td>\$250,000</td></tr><tr><td>Gen. Gov. Services</td><td>\$40,126</td><td></td></tr><tr><td>Minor Equip-Playground</td><td>\$41,604</td><td></td></tr></tbody></table>				Description	Spent	Budget	Chemical Storage Building	\$360,196	\$1,500,000	Lift Station Repairs	\$364,661	\$190,000	KYUK Radio Tower	\$250,000	\$250,000	Gen. Gov. Services	\$40,126		Minor Equip-Playground	\$41,604
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KYUK Radio Tower	\$250,000	\$250,000																				
Gen. Gov. Services	\$40,126																					
Minor Equip-Playground	\$41,604																					
8	Designated Legislative Grant YK Fitness Center Gym/Track Design		\$500,000	0%	6/30/2026																	
		The City’s Park and Recreation Committee discussed this grant at their meeting held July 10, 2023. The City continues to search and inquire about other grant opportunities that will allow the City to have enough money to complete design & construction of the gym.																				
9	Designated Legislative Grant Public Safety Communication Tower		\$500,000	0%	6/30/2028																	
		No money has been spent on the project thus far. City Administration continues to look for construction funds.																				
10	Justice Assistance Grant (JAG)		\$14,170	100%	9/30/2023																	
		Police Chief purchased one drug dog and sent an officer to training with the dog. To do: Complete Final Report and close grant.																				
11	Healthy & Equitable Funding		\$242,057	33%	5/31/2023																	
		The City received playground equipment for installation in Pinky’s Park. The City will pay the playground company to install it.																				
12	Camp Initiative Grant 2023		\$15,000	0%	TBD																	
		The City was awarded a \$15,000 Camp Initiative grant from the Alaska Community Foundation. YK Fitness Center Director Stacey Reardon is coordinating the camp again this year. The grant funding will be used as scholarship funds for those that have difficulty paying camp fees for their children.																				
13	VSW Capital Improvement Project Grant – W&S Improvements		\$13,860,000	0%	6/30/2027																	
		The City signed the grant agreement with the State of Alaska, Department of Environmental Conservation, Village Safe Water Program in the amount of \$13,860,000. The funding will pay for design, bid documents, right-of-way acquisitions, and construction of the Bethel																				

		Heights Water and Sewer Improvements project. DOWL estimates that it will take at least one year to acquire the easements and right-of-ways. DOWL stated they were awarded the contract in June and have currently worked on negotiating the Scope of Work and their Contract.		
14	State Revolving Fund Loan – Drinking Water	\$86,893	0%	6/29/2027
		All invoices have been uploaded. The City should be receiving this money and returning \$11,893 to close out the loan.		
15	State Revolving Fund Loan – Clean Water	\$86,893	0%	6/29/2027
		All invoices have been uploaded. The City should be receiving this money and returning \$11,893 to close out the loan.		



**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: October 2, 2023

TO: Alan Lanning, Interim City Manager

FROM: Daron Solesbee, Fire Chief

SUBJECT: Management Report, September 2023

Current Events

- The department is planning a “Wet Down and Push Back” Ceremony to commemorate Engine 5 being placed into service.
- The department is planning a dedication ceremony and open house at the new *BFD Firefighter Training Tower Facility*, located at 1215 Ridgecrest Drive. This is being tentatively scheduled for mid-October, after construction and staff training is completed.
- The department is continually recruiting new volunteer responders and administrative support. If anyone is interested, please fill out a BFD Volunteer Application Packet today!

Community Planning/Preparedness/Prevention

- The department conducted multiple plan reviews for new commercial structures. These plans were reviewed for compliance with requirements stated in the 2021 International Fire Code (IFC), Chapter 5 - Fire Service Features.
- The department will be completing hydrant flow testing soon, due to low staffing and high incident call volume. Areas which will be affected include City Subdivision, FAA Housing, and the Industrial Corridor.
- The department has attended several project meetings which have been to coordinate the shipping, arrival, construction, and upcoming instructor training for the new Draeger Swede Survival Phase II Fire Training Facility. The materials

have been shipped to Alaska Marine Lines in Seattle, WA, and will arrive in Bethel sometime between October 10-18.

- The department attended a Bethel Emergency Preparedness Meeting at the YKHC Elder's Home Meeting Room. Participants discussed planning of an upcoming tabletop exercise in October, and full-scale exercise in May 2024.
- The department started utilizing PSTrax, a fire department vehicle, facility, and asset management program. This program streamlined daily duties, vehicle and equipment maintenance checks, and allows for better communication between all department members.
- As the weather has been warmer, please take this opportunity to clean your chimneys. Bethel residents may come by the fire station and borrow a chimney brush and rods free of charge, but must return them **within three days**.

Training

- New staff and volunteers are receiving continuous Driver/Operator training on the handling characteristics, operation of specialty equipment, care and maintenance, and emergency operational procedures of the department's ambulances and fire apparatus.
- Staff have completed several online, classroom, and skill drill training sessions covering various topics including firefighting, emergency medical treatment, fire inspection, fire investigation, and fire prevention.
- Staff have conducted several drills on firefighting and EMS knowledge and skills during each shift.
- Personnel attended the 2023 Alaska Fire Conference in Valdez from September 25-29. The 40 hours of instruction covered topics such as fire officer leadership, fire service instruction, confined space rescue, and stress management.

Responses

- Between 09/01/2023 and 09/30/2023, the Bethel Fire Department responded to 125 EMS and 12 Fire incidents.
- See attached reports for Fire and EMS response breakdowns.

Budget/Financial

- The department is operating within its FY2024 budget.

Grants

- The department will continue to seek grant funding for fire and EMS equipment, additional staffing, replacement fire apparatus and ambulances, and other equipment.

Property Maintenance

- The fire station foundation will be repaired and improved to allow for increased ventilation to preserve the position of the foundation piles.
- The fire station's front office and classroom need to be updated and remodeled, as the original (circa 1980) cabinets, shelving, and counter tops are very worn and in poor condition. The department will explore options and possibly create an RFP for this project.
- The department will seek an RFP for chain-link fencing to surround the department's new firefighter skills training facility, which will be constructed in October at 1215 Ridgecrest Drive.

Staffing/Recruitment

- The department is recruiting one Fire Lieutenant (PS4A, Base Pay is \$67,336/yr + DOE).
- The department is recruiting four Firefighter/EMT's (PS2A, Base Pay is \$52,373/yr + DOE).
- The department is recruiting four Temporary Firefighters (non-benefitted, up to 6 months, 40 hours/week, not eligible for overtime, \$25/hour).
- Due to low staffing and coverage concerns, firefighters will be working a 48-on/48-off shift schedule until further notice. This will ensure that employees receive much-needed days off.
- The department is advertising for these positions nationally through multiple job advertisement services, Fire and EMS magazines, firefighter recruitment organizations, and various fire academies throughout Alaska and the lower 48 states. Department leadership will attend career fairs around the state to recruit personnel.
- The department is continually recruiting volunteer members to serve as firefighters, ETT/EMT's, and support personnel. Become a volunteer today!

Vehicles & Equipment

- The department's new Class-A Pumper Tender Apparatus (Fire Engine) from Pierce Manufacturing, Inc. was completed in August. Hughes Fire Equipment transported the pumper to Alaska Marine Lines in Seattle/Tacoma, WA, where it was heat-shrink wrapped prior to being placed onto the barge to Bethel. We are looking forward to receiving, stocking, and placing our new pumper into service!
- The department has started the process of developing a specification with Braun Northwest, Inc. for a new Advanced Life Support Type-1 Ambulance to replace Medic-4, the 1999 Ford ALS Type-1 ambulance. The department will utilize a cooperative bid purchasing contract to acquire and purchase this vehicle.
- 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 ¾" 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.

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. MARSARS placed in service, reflected on inventory sheet.
Medic 6	Ambulance	2017	(Second-Out Ambulance) In service.
Medic 7	Ambulance	2024	Specification is under review by department.
Engine 5	Pumper	2022	Will arrive on AML Voyage W3009.
Engine 4	Pumper	2013	(Frontline Pumper) In service. Pump packing rings need to be tightened and/or replaced. Generator issues.
Engine 3	Pumper	1986	Out of Service (Temporarily). (Poor overall condition; needs replacement). Starter inoperable, work order sent to V&E in May 2023. The pump transmission was received and reinstalled by a local heavy equipment/diesel mechanic.
Truck 1	Ladder Truck	2017	In service.
Com 1	SUV	2021	In service.
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	Needs new outboard motor (obsolete/frequent breakdowns). Needs a replacement steering system, preferably hydraulic. Intermittent fuel starvation issue (fuel pump) that causes sputtering.

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

GENERAL FUND

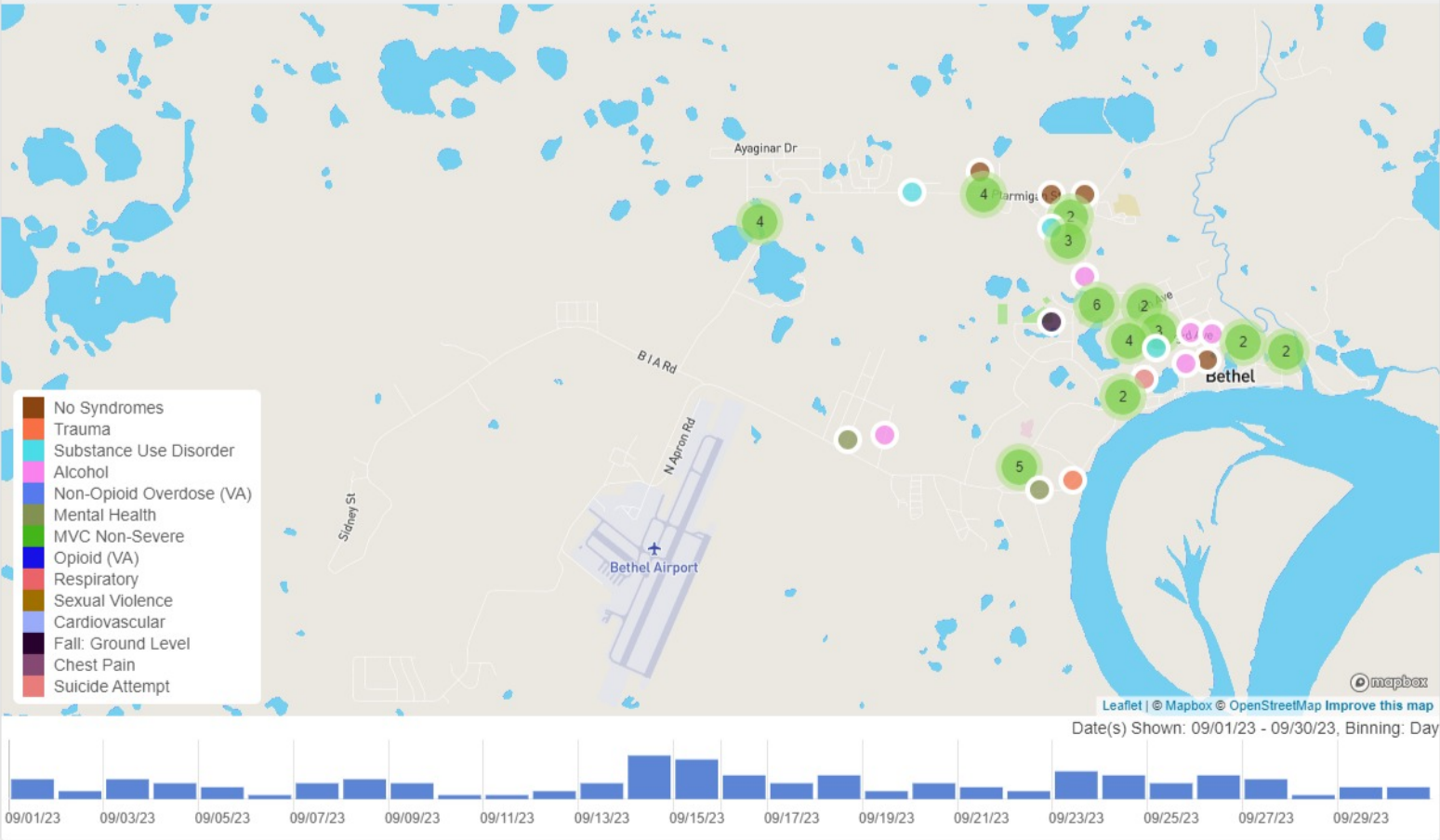
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPARTMENT</u>					
100-60-6000 SALARIES	47,136.31	140,117.51	792,237.00	652,119.49	17.7
100-60-6004 LONGEVITY BONUS	.00	.00	10,000.00	10,000.00	.0
100-60-6010 FLSA OVERTIME	15,476.39	35,085.10	120,000.00	84,914.90	29.2
100-60-6011 CALL BACK OVERTIME	3,490.28	18,179.34	50,000.00	31,820.66	36.4
100-60-6022 HOLIDAY PAY	3,170.05	6,484.20	15,000.00	8,515.80	43.2
100-60-6023 LEAVE CASHOUT	2,750.10	2,750.10	45,789.00	43,038.90	6.0
100-60-6030 SOCIAL SECURITY EXPENSE	.00	167.40	.00	(167.40)	.0
100-60-6031 PAYABLE MEDICARE FICA	1,078.99	3,041.89	14,532.00	11,490.11	20.9
100-60-6032 UNEMPLOYMENT	.00	.00	17,840.00	17,840.00	.0
100-60-6033 WORKERS' COMPENSATION	2,499.76	7,499.28	25,891.00	18,391.72	29.0
100-60-6034 PERS	15,240.07	43,376.58	220,492.00	177,115.42	19.7
100-60-6040 EMPLOYEE GROUP BENEFITS	11,941.21	36,633.38	305,136.00	268,502.62	12.0
100-60-6041 UTILITY BENEFIT	.00	6,758.62	54,720.00	47,961.38	12.4
100-60-6061 TRAVEL/TRAINING	.00	12,946.86	42,900.00	29,953.14	30.2
100-60-6100 SUPPLIES	.00	16,503.06	77,800.00	61,296.94	21.2
100-60-6103 WEARING APPAREL	.00	1,676.39	16,700.00	15,023.61	10.0
100-60-6150 GASOLINE/DIESEL/OIL	222.88	3,157.42	16,400.00	13,242.58	19.3
100-60-6153 HEATING FUEL	.00	377.96	40,000.00	39,622.04	.9
100-60-6155 WATER/SEWER/GARBAGE	.00	.00	11,600.00	11,600.00	.0
100-60-6160 ELECTRICITY	.00	3,169.47	21,200.00	18,030.53	15.0
100-60-6170 TELEPHONE	240.56	722.17	2,400.00	1,677.83	30.1
100-60-6171 STAFF CELLULAR PHONES	227.99	683.97	4,000.00	3,316.03	17.1
100-60-6200 MINOR EQUIPMENT	.00	599.48	22,000.00	21,400.52	2.7
100-60-6230 VEHICLE MAINT/REPAIR	.00	2,200.21	18,000.00	15,799.79	12.2
100-60-6231 VEHICLE PARTS & TOOLS	.00	3,115.07	28,000.00	24,884.93	11.1
100-60-6240 PROPERTY MAINT	.00	2,783.59	30,000.00	27,216.41	9.3
100-60-6335 OTHER PURCHASED SERVICES	1,195.33	7,781.99	31,000.00	23,218.01	25.1
100-60-6400 INSURANCE	10,805.13	32,415.39	108,000.00	75,584.61	30.0
100-60-6502 ADVERTISING	.00	1,610.48	3,000.00	1,389.52	53.7
100-60-6503 DUES & SUBSCRIPTIONS	.00	135.00	12,500.00	12,365.00	1.1
100-60-6530 FINANCE CHARGES/PENALTIES	.00	.00	500.00	500.00	.0
100-60-6534 COLLECTION/SMALL CLAIMS	.00	886.88	31,200.00	30,313.12	2.8
100-60-6537 FIRE PREVENTION PROGRAM	.00	2,930.69	7,500.00	4,569.31	39.1
100-60-6539 MISCELLANEOUS EXPENSES	.00	.00	1,500.00	1,500.00	.0
100-60-6660 XFER TO F-58 FLEET REPLACEMENT	.00	169,807.04	.00	(169,807.04)	.0
100-60-6711 ADMIN OVERHEAD-IT SVCS	.00	4,820.29	22,800.00	17,979.71	21.1
100-60-6890 CAPITAL EXPENDITURES	6,826.74	15,142.44	388,524.00	373,381.56	3.9
100-60-9649 VOLUNTEER STIPEND	.00	.00	15,000.00	15,000.00	.0
TOTAL FIRE DEPARTMENT	122,301.79	583,559.25	2,624,161.00	2,040,601.75	22.2
TOTAL FUND EXPENDITURES	122,301.79	583,559.25	2,624,161.00	2,040,601.75	22.2
NET REVENUE OVER EXPENDITURES	(122,301.79)	(583,559.25)	(2,624,161.00)	(2,040,601.75)	(22.2)

Search Parameters

Data Types: Emergency Medical Services
Agencies: Bethel Fire Department
Date Range: Previous Month (09/01/2023 to 09/30/2023) Date Bin: Day
Minimum Alert Threshold: ● Moderate

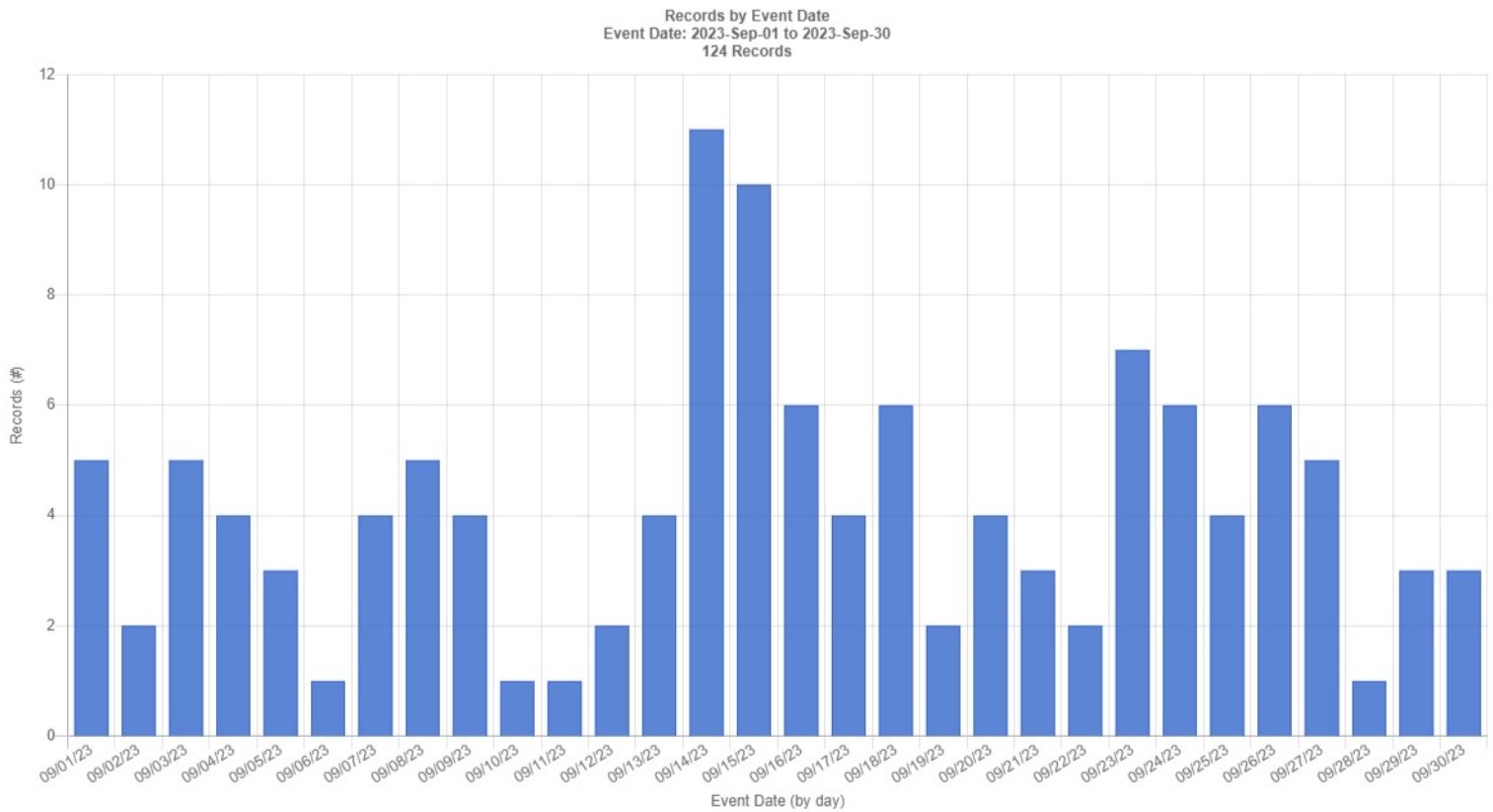
Map

▼ Data filtered based on Access Levels: Event = Location.

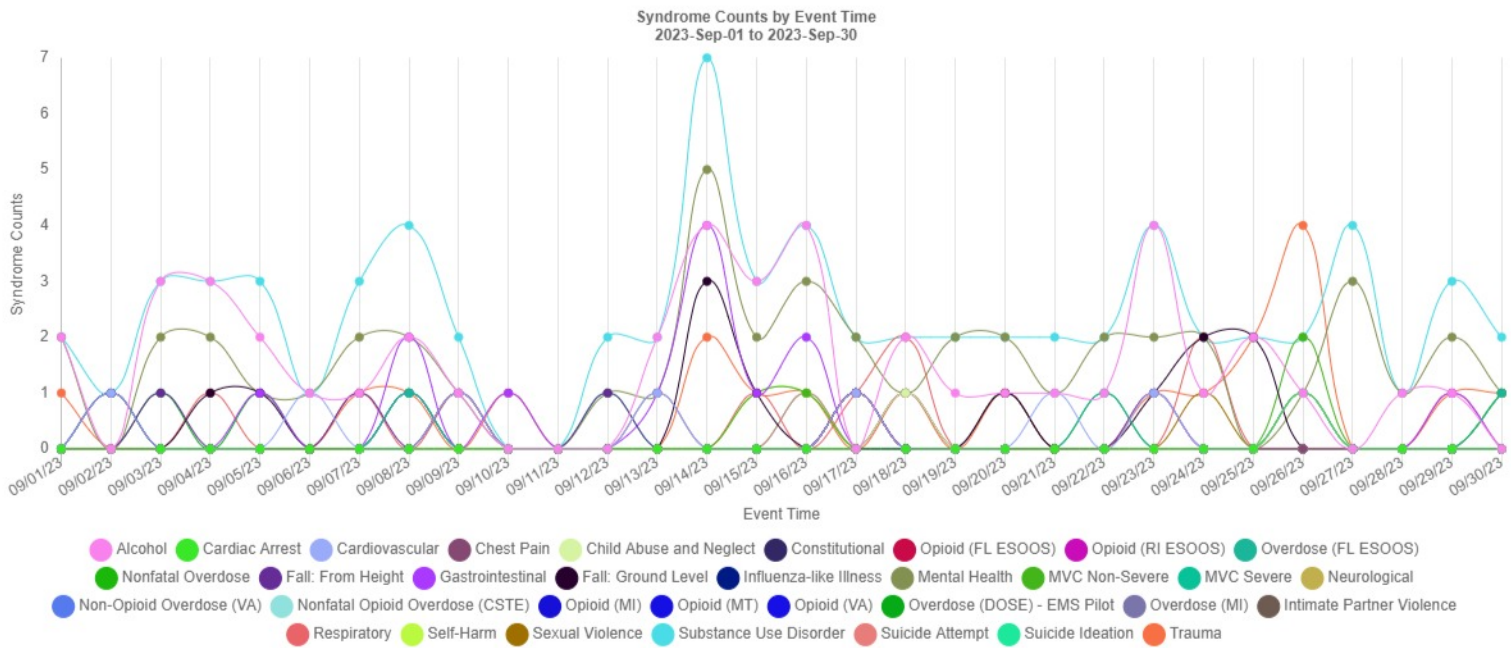


Data Explorer: Records by Event Date

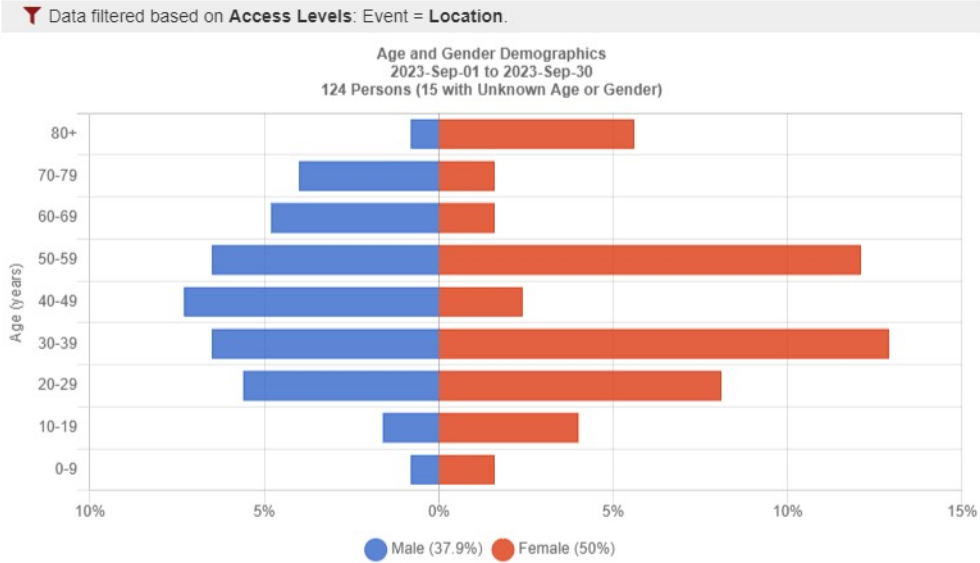
Data filtered based on Access Levels: Event = Location. Operational = Full.



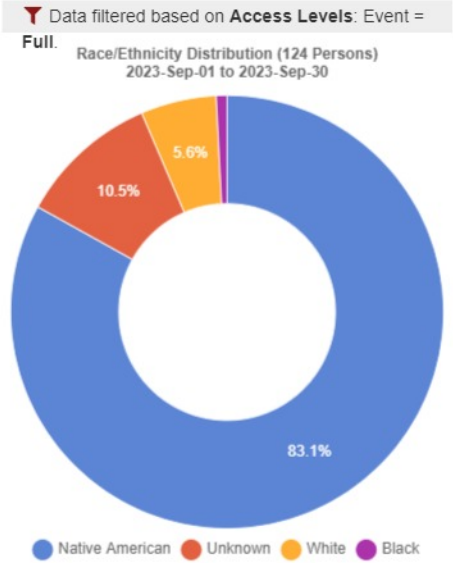
Syndrome Counts by Time



Age and Gender Distribution



Race/Ethnicity



Bethel Fire Department

Bethel, AK

This report was generated on 10/2/2023 2:23:27 PM



Incident Type per Zone for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Start Date: 09/01/2023 | End Date: 09/30/2023

INCIDENT TYPE	INCIDENT STATUS	# INCIDENTS
Zone: 1 - 1st Ave (River Access) to Alder Street		
511 - Lock-out	Reviewed	1
Zone: 13 - Larson Subdivision and B.I.A.		
511 - Lock-out	Completed	1
Zone: 3 - 3rd Ave, 4th Ave, 5th Ave, 6th Ave, and 7th Ave		
511 - Lock-out	Completed	2
745 - Alarm system activation, no fire - unintentional	Reviewed	1
Zone: 4 - Ridgecrest Dr. (at Brown's Slough), City Landfill to Haroldson's Subdivision		
711 - Municipal alarm system, malicious false alarm	Completed	1
Zone: 5 - City Subdivision		
511 - Lock-out	Reviewed	1
611 - Dispatched & cancelled en route	Completed	1
710 - Malicious, mischievous false call, other	Completed	1
743 - Smoke detector activation, no fire - unintentional	Completed	1
Zone: 6 - ASHA Housing (Bethel Heights)		
511 - Lock-out	Reviewed	1
Zone: 7 - Airport Road to Blueberry Subdivision		
611 - Dispatched & cancelled en route	Reviewed	1

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



emergencyreporting.com

Doc Id: 384

Page # 1 of 1

City of Bethel, Alaska

City Clerk's Office

Council Meetings

October 10, 2023, Regular City Council Meeting

October 16, 2023, Special City Council Meeting

October 24, 2023, Regular City Council Meeting

General

- Prepared a Landfill Use Permit for Commercial users and sent it and a request for procedure draft to Administration and utilities. Researched the code for compliance and fees and provided recommendations to administration for implementation of the unenforced code provision.
- Arranged travel and accommodations for interim city manager.
- Continued to review the utility rate study which only evaluated the hauled utility. Continued to work through a prepared spreadsheet showing revenue and expense actuals for the utility and reviewed the presentation from contractors.
- Assisted the Ex officio members with committee/commission meetings.
- Reviewed/prepared for/attended the joint meeting summary of the topics and associated documents.
- Prepared amendment to University of Alaska 4H and Library contracts, prepared associated AM, and reviewed the payment history.
- Met with attorney and provided information to administration on the community action grant funding.
- Connected with legal, administration and DOWL on the Comp Plan adoption and final review/amendment based off ONC joint meeting conversation.
- Started review of three ordinances from the finance committee. Talked with administration and finance and decided to meet to go over a comprehensive amendment to title 4 to include the amendments the city clerk's office drafted last month, and the one from the committee to ensure the title is clear and the amendments are consistent.
- Continue to work through website redesign options. Will be meeting with the last vendor next week for a demonstration and cost breakdown. We plan to have a website solution finalized and a budget amendment presented to the council by December. Our previous website host was bought by another company. We are working through the procurement process and obtaining quotes for service, and evaluating the services associated with those quotes and will present options to the city's departments for input.
- Reviewed nuisance property complaints x 2. Sent to city manager.
- Coordinated speakers for the Alaska Association of Municipal Clerks Conference.
- Processed one burial permit.

Election

Organized election officials and the election supplies/equipment ect. for the election day and canvass board.

Delivered equipment and supplies/setup/takedown of election precincts.

Prepared check requests for election officials.

Prepared documents/supplies and supported the Canvass Board's Certification of the Election.

Prepared the Certification of the Election.

Provided notification to the newly elected officials and candidates.

Provided basic assistance to the State of Alaska Division of Elections. Hosted absentee voting, provided transport of election supplies.

Prepared a summary of the percent of voter turnout:

2023 9.76+%
2022 18.69 %
2021 18.69 %
2020 11.72 %
2019 33.67 %
2018 33.15 %
2017 15.99 %

2016 15.47 %
2015 24.31 %
2014 15.85 %
2013 12.71 %
2012 7.49 %
2011 18.27 %
2010 14.66 %

Marijuana License Renewal Timelines

Doing Business As	License Type	Name of Applicant
Kusko Kush License 21227	Retail Marijuana Store	Essenkay, LLC, Jared Karr
Mailing Address P.O. Box 2343 Bethel, AK 99559	Location of Premises 781 3 rd Avenue, Bethel	Business Telephone Number 907-545-4977
Date Notice Received by City Clerk's Office		08/22/2023
Date City Manager Sends Application Notice to Directors		08/22/2023
Deadline for Department Head Reports (14 days from Notice from City Manager)		09/05/2023
Date Written Report Sent to City Council from City Manager (20 days from Date Notice received by the City Clerk's Office)		09/11/2023
Date of Council Review (30-40 calendar days from Date Notice received by City Clerk)		09/26/2023
Deadline for Protest (60 days from the date of notice to the City Clerk's Office)		10/21/2023

Doing Business As	License Type	Name of Applicant
Good Vibes Bethel #30563	Retail Marijuana Store #30563	Brian Glasheen JR
Mailing Address 1853 Buccaneer Pl Anchorage, AK 995 01 UNITED STATES	Location of Premises 323 Chief Eddie Hoffman Hwy Bethel, AK 99559	Business Telephone Number 907-545-1144
Date Notice Received by City Clerk's Office		08/28/2023
Date City Manager Sends Application Notice to Directors		08/28/2023
Deadline for Department Head Reports (14 days from Notice from City Manager)		09/11/2023

Date Written Report Sent to City Council from City Manager (20 days from Date Notice received by the City Clerk's Office)	09/17/2023
Date of Council Review (30-40 calendar days from Date Notice received by City Clerk)	09/26/2023
Deadline for Protest (60 days from the date of notice to the City Clerk's Office)	10/27/2023

Doing Business As	License Type	Name of Applicant
ALASKABUDS, LLC	Retail Marijuana Store #18735	Nick Miller
Mailing Address PO Box 241521 Anchorage, AK 9 9524 UNITED STATES	Location of Premises 660 Third Ave, Suite B Bethel, AK 99559	Business Telephone Number 907-244-2125
Date Notice Received by City Clerk's Office		9/5/2023
Date City Manager Sends Application Notice to Directors		9/6/2023
Deadline for Department Head Reports (14 days from Notice from City Manager)		9/20/2023
Date Written Report Sent to City Council from City Manager (20 days from Date Notice received by the City Clerk's Office)		8/25/2023
Date of Council Review (30-40 calendar days from Date Notice received by City Clerk)		10/10/2023
Deadline for Protest (60 days from the date of notice to the City Clerk's Office)		11/4/2023

Human Resource Support

Continue to receive applications for employment. We log the applications, and email the associated department head a copy of the application.

Since 9/16/2023:

Position	Applications Received
Hauled Utility Driver	2
Police Officer	1
Community Service Patrol Officers	1
Human Resources	3
Firefighter / EMT	1
Account Specialist 1	2

Committee/Commission Vacancies	Regular	Alternate
Community Parks and Recreation Committee	full	1
Planning Commission	full	1
Port Commission	2	2
Public Safety and Transportation Commission	2	2
Community Action Grant Technical Review Board	full	1
Public Works Committee	3	2
Finance Committee	2	2
Ethics Board	full	1

**EMPLOYMENT
AGREEMENT FOR
INTERIM CITY MANAGER**

This Agreement (Agreement or Contract) is made and entered into this 17 day of June, 2023, by and between the City of Bethel, Alaska, a municipal corporation (City) and Alan Lanning, an individual (Temporary Employee).

WHEREAS, the Bethel City Council (Council or City) desires to employ the services of Temporary Employee as Interim City Manager of City;

WHEREAS, Council desires to provide certain benefits, establish certain conditions of employment, and set working conditions for Temporary Employee; and

WHEREAS, Temporary Employee desires to accept employment as Interim City Manager of City.

NOW THEREFORE, in consideration of these recitals and the mutual covenants contained herein, City and Temporary Employee agree as follows:

1. TERM

The term of this Agreement shall begin July 10, 2023 and shall remain effective until November 1, 2023, unless otherwise extended or terminated by mutual agreement of the parties.

- 1.1 If a permanent City Manager is hired and working for the City prior to the termination date of this Contract, the City retains the right to terminate this Contract early. In this event, City will pay Temporary Employee a severance of either thirty (30) days of the Contract or the remainder of the Contract term, whichever is shorter.
- 1.2 If Temporary Employee is discharged for cause, the City will not owe Temporary Employee any severance or balance on the remainder of the Contract. Temporary Employee agrees that if he is terminated for cause, he waives his right to have return airfare purchased by the City.
- 1.3 If Temporary Employee resigns or abandons the position prior to completion of the Contract, Temporary Employee agrees to reimburse the City all housing allowances and travel costs advanced to Temporary Employee.

2. SALARY; EMPLOYEE STATUS

- 2.1 City agrees to compensate Temporary Employee under this Agreement as follows:
 - (a) \$12,500 per month in salary for services rendered, paid directly to Temporary Employee in installments at the same time and manner as other City employees are compensated; and
 - (b) no more than \$2,500 per month in housing and utilities costs, to be paid by the City directly to vendors. Except as otherwise specified in this Agreement, Temporary Employee

acknowledges and agrees that he shall have no rights to any other benefits, including vacation, retirement, health insurance, utility benefit, or otherwise which accrue to other employees of City, and hereby expressly waives any claim to any such rights or benefits.

- 2.2 Temporary Employee agrees to provide the services to City required pursuant to this Agreement as a temporary employee. Temporary Employee's compensation shall be subject to all required deductions and withholdings as any other temporary employee of City; provided, however, that no deductions or withholdings shall be made for the purpose of contributions to any employment benefits regularly provided to City employees.
- 2.3 Temporary Employee shall serve as the Interim City Manager for the City of Bethel and shall have the authority to discharge those duties and responsibilities set forth in Bethel Municipal Code (BMC), Section 2.08 as well as state and federal laws and regulations.
- 2.4 Temporary Employee shall report directly to the City Council.
- 2.5 The hours of work for this position typically exceed 40 hours per week, and Temporary Employee will be expected to work outside of normal working hours when the needs of the City so require. Temporary Employee may not engage in any outside employment of any nature whatsoever during the term of this Contract.

3. GENERAL EXPENSES

City recognizes that certain reasonable expenses of a non-personal and job-affiliated nature may be incurred by Temporary Employee. City agrees to reimburse Temporary Employee for said expenses upon submission of receipts and approval of the City Finance Department.

- 3.1 The City will provide Temporary Employee with housing and basic utilities (water, sewer, garbage, electricity).
- 3.2 The City will provide Temporary Employee with a City vehicle to use during the term of this Contract. The City shall cover the maintenance and fuel expenses associated with the operation of the vehicle. Temporary Employee will abide by and be subject to the City's vehicle use policy.
- 3.3 The City will provide Temporary Employee with the use of a cell phone for official business during the term of this Contract.
- 3.4 The City will provide Temporary Employee with a reasonably-priced, round-trip coach airfare ticket to and from Hayden, Colorado to Bethel, Alaska. Such airfare is subject to the terms set out in section 1.3 above.

4. OTHER TERMS AND CONDITIONS OF EMPLOYMENT

The Council, in consultation with Temporary Employee, shall fix any other such terms and conditions of employment as it may deem necessary from time to time relating to the performance of Temporary Employee, provided such terms and conditions are not inconsistent with or in conflict with City Code or any other applicable law.

5. NOTICES

Notices pursuant to this Agreement shall be given by first class mail, addressed as follows:

To the City:
City of Bethel
P.O. Box 1388
Bethel, AK 99559

To the Temporary Employee:
Alan Lanning
P.O. Box 882204
Steamboat Springers, CO 80488

Alternatively, notice required pursuant to this Agreement may be personally served upon Temporary Employee or the City Clerk. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service. Courtesy copies of notices may be provided by email to lanning1724@gmail.com for Temporary Employee and cityclerk@cityofbethel.net for the City.

6. GENERAL PROVISIONS

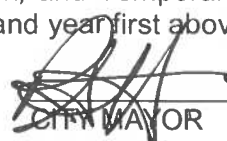
- 6.1 The text herein shall constitute the entire agreement between the parties.
- 6.2 Temporary Employee shall not assign any interest in this Agreement and shall not transfer any interest in the same without the prior written consent of City.
- 6.3 Temporary Employee agrees that all documents and writings of any type produced in the performance of this Agreement shall be the sole property of City, including all rights therein of whatever kind and whether arising from common or civil law or equity. Upon termination of this Agreement for any reason, or upon expiration of this Agreement, all such documents and writings produced in the performance of this Agreement shall be transferred to and become the property of City upon its request without additional compensation.
- 6.4 If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.
- 6.5 This Agreement shall be governed by the laws of the State of Alaska and the City of Bethel and any litigation brought shall be in Bethel, Alaska. Employee expressly waives any rights he might otherwise have as provided in Alaska Rules of Civil Procedure to remove any action from Bethel, Alaska.
- 6.6 No waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of both City and Temporary Employee.
- 6.7 This Agreement may be signed in counterparts or duplicate copies and any signed counterparts of duplicate copy shall be equivalent to a signed original for all purposes.

IN WITNESS WHEREOF, City has caused this Agreement to be signed and executed by the Mayor

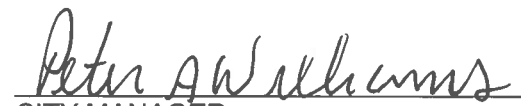
on behalf of City and duly attested by the City Clerk, and Temporary Employee has signed and executed this Agreement, both in duplicate, the day and year first above written.

ALZ
Alan Lanning (Jun 16, 2023 17:12 MDT)

TEMPORARY EMPLOYEE
Alan Lanning


CITY MAYOR
Rose Henderson




CITY MANAGER
Peter Williams

Employment Agreement Interim City Manager Lanning

Final Audit Report

2023-06-16

Created:	2023-06-16
By:	Lori Strickler (lstrickler@cityofbethel.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAP_we36gR0PJ4tM61pbn-Rtd_At-fGe6Q

"Employment Agreement Interim City Manager Lanning" History



Document created by Lori Strickler (lstrickler@cityofbethel.net)

2023-06-16 - 10:18:25 PM GMT- IP address: 209.112.164.4



Document emailed to lanning1724@gmail.com for signature

2023-06-16 - 10:18:52 PM GMT



Email viewed by lanning1724@gmail.com

2023-06-16 - 11:12:04 PM GMT- IP address: 45.131.192.14



Signer lanning1724@gmail.com entered name at signing as Alan Lanning

2023-06-16 - 11:12:46 PM GMT- IP address: 45.131.192.13



Document e-signed by Alan Lanning (lanning1724@gmail.com)

Signature Date: 2023-06-16 - 11:12:48 PM GMT - Time Source: server- IP address: 45.131.192.13



Agreement completed.

2023-06-16 - 11:12:48 PM GMT



Adobe Acrobat Sign