

# CITY OF BETHEL

## City Council Meeting Agenda, April 9, 2024 – 6:30 PM

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

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

Council Members: Mayor Mark Springer, Vice-Mayor Sophie Swope, Rose Henderson, Beth Hessler, Patrick Snow, Teresa Keller, Mikayla Miller

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](http://www.cityofbethel.org).*



### 5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

### 6. APPROVAL OF MEETING MINUTES

- 6.1. 3-26-2024 Regular City Council Meeting Minutes

### 7. REPORTS OF STANDING COMMITTEES

- 7.1. Committee/Commission Agendas And Draft Meeting Minutes

### 8. SPECIAL ORDER OF BUSINESS

### 9. UNFINISHED BUSINESS

- 9.1. Public Hearing Of Ordinance 23-11(g): Amending The City Of Bethel Fiscal Year 2024 Operating Budget (Acting City Manager Arnold)

### 10. NEW BUSINESS

- 10.1. \*AM 24-06: Authorize The City Manager To Negotiate And Enter Into A Memorandum Of Understanding With The Tundra Women's Coalition To Support Transit System Operations, And The Transitional Housing Program (Mayor Springer)
- 10.2. AM 24-07: Approve And Adopt Revisions To Federally-Mandated FTA Drug And Alcohol Testing Policy For Bethel Transit System As Provided By Department Of Transportation (Acting City Manager Arnold)

Posted April 3, 2024 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](mailto: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

Manager Arnold)

- 10.3. City Administrative Review Of Marina Inc. Doing Business As Fili's Pizza Alcohol License Renewal Application #5445, Located At 110 Osage Street (Acting City Manager Arnold)

## **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**

## **14. ADJOURNMENT**

Posted April 3, 2024 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](mailto: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



**1. CALL TO ORDER**

A Regular Meeting of the Bethel City Council was held on March 26, 2024 at 6:30 p.m., in the Council Chambers, Bethel, Alaska.

With the Mayor participating telephonically and the Vice-Mayor Absent, Clerk Strickler called the meeting to order at 6:30 p.m.

Main Motion: Nominate Council Member Henderson to act as Mayor Pro Tempore.

|              |                                                                          |
|--------------|--------------------------------------------------------------------------|
| Moved by:    | Mark Springer                                                            |
| Seconded by: | Patrick Snow                                                             |
| In favor:    | Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Teresa Keller |
| Opposed:     | None                                                                     |
| Results:     | Motion Carries                                                           |

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. PEOPLE TO BE HEARD – Five minutes per person**

*Alan Kress-Bethel Resident- Provided an explanation about drainage in the area of Mallard Drive and how it is impacting his property.*

*Jason Fox and Matt Ostrum- Want to produce a show about the Bethel Police Department and would like the topic placed on the agenda.*

**Item 4.1. - Written Public Comments**

*No written comments were submitted.*

**5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA**

Main Motion: Approval of the Consent and Regular Agenda.

|              |                                                                          |
|--------------|--------------------------------------------------------------------------|
| Moved by:    | Patrick Snow                                                             |
| Seconded by: | Beth Hessler                                                             |
| In favor:    | Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Teresa Keller |
| Opposed:     | None                                                                     |
| Results:     | Motion Carries                                                           |

## **6. APPROVAL OF MEETING MINUTES**

**Item 6.1.** - \*3-12-2024 Regular City Council Meeting

*Passed on the consent agenda.*

## **7. REPORTS OF STANDING COMMITTEES**

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

Port Commission, Council Member Henderson- A recommendation was considered and will be presented to the City Council at the next council meeting.

Planning Commission, Council Member Hessler- Considered a Site Plan Permit application for a triplex. Welcomed new Commission member Sundi Scott.

Community Action Grant Committee, Council Member Keller- A meeting has not been held since the last city council meeting.

Community Parks and Recreation Committee- No one available to provide a report.

Finance Committee, Council Member Snow- A meeting was not held due to the Agenda and Packet not being posted.

Public Works Committee, Council Member Springer- Recommend the utility rate study come before the City Council.

Public Safety and Transportation Commission- No one available to provide a report.

## **8. SPECIAL ORDER OF BUSINESS**

## **9. UNFINISHED BUSINESS**

**Item 9.1.** - Public Hearing Of Ordinance 23-11(g): Amending The City Of Bethel Fiscal Year 2024 Operating Budget (Acting City Manager Arnold)

*Mayor Pro Tempore Henderson opened the Public Hearing.*

*No one present to be heard.*  
*Mayor Pro Tempore Henderson closed the Public Hearing.*

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

Moved by: Patrick Snow  
Seconded by: Beth Hessler

Motion to postpone.

Moved by: Patrick Snow  
Seconded by: Rose Henderson  
In favor: Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Teresa Keller  
Opposed: None  
Results: Motion Carries

**Item 9.2.** - Public Hearing Of Ordinance 24-03: Amending Bethel Municipal Code 4.16.170, Exemption Cards, To Remove The Expiration Date On Senior Exemption Cards (Council Member Snow)

*Mayor Pro Tempore Henderson opened the Public Hearing.*  
*No one present to be heard.*  
*Mayor Pro Tempore Henderson closed the Public Hearing.*

Main Motion: Adopt Ordinance 24-03.

Moved by: Patrick Snow  
Seconded by: Teresa Keller  
In favor: Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Teresa Keller  
Opposed: None  
Results: Motion Carries

**Item 9.3.** - Public Hearing Of Resolution 24-04: Supporting Changing The Precinct Location For Bethel Precinct No. 1 From The Lower Kuskokwim School District Board Room To The Yupiit Piciryarait Cultural Center (Mayor Springer)

*Mayor Pro Tempore Henderson opened the Public Hearing.*  
*No one present to be heard.*  
*Mayor Pro Tempore Henderson closed the Public Hearing.*

Main Motion: Adopt Resolution 24-04.

Moved by: Mark Springer  
Seconded by: Patrick Snow  
In favor: Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Teresa Keller  
Opposed: None  
Results: Motion Carries

## **10. NEW BUSINESS**

**Item 10.1.** - \*Resolution 24-05: Authorizing Administration To Amend The City Of Bethel Public Employees' Retirement System Participation Agreement To Exempt The Position Of Grant Manager (Acting City Manager Arnold)

*Passed on the consent agenda.*

**Item 10.2.** - \*IM 24-04: Documentation That The Bethel City Council Received And Reviewed The Full Financial Budget Report And Water & Wastewater Activity Report For The Month Of February 2024 (Acting City Manager Arnold)

*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 Springer- No Comment.

Council Member Henderson- Hoping spring will come a little faster. Thanked all the people who contributed to the Camai Dance Festival and donated food for the event.

Council Member Hessler- Thanked the individuals that spoke under people to be heard.

Council Member Snow- No comment.

Council Member Keller- No comment.

## **13. EXECUTIVE SESSION**

**Item 13.1.** - In Accordance With AS 44.62.310(c)2: Subjects That Tend To Prejudice The Reputation And Character Of Any Person, Provided The Person May Request A Public Discussion – Annual Evaluation, City Attorney (Mayor Springer)

*Attorney Bakalar requested the evaluation to be held in open session.*

Main Motion: Provide an increase of 2.5% in accordance with the employment agreement.

|              |                                                                          |
|--------------|--------------------------------------------------------------------------|
| Moved by:    | Mark Springer                                                            |
| Seconded by: | Patrick Snow                                                             |
| In favor:    | Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Teresa Keller |
| Opposed:     | None                                                                     |
| Results:     | Motion Carries                                                           |

**Item 13.2.** - In Accordance With AS 44.62.310(c)2: Subjects That Tend To Prejudice The Reputation And Character Of Any Person, Provided The Person May Request A Public Discussion – Annual Evaluation, City Clerk (Mayor Springer)

Main Motion: In Accordance With AS 44.62.310(c)2: Subjects That Tend To Prejudice The Reputation And Character Of Any Person, Provided The Person May Request A Public Discussion – Annual Evaluation, City Clerk. Those present will be the City Council and City Clerk.

|              |                                                                          |
|--------------|--------------------------------------------------------------------------|
| Moved by:    | Mark Springer                                                            |
| Seconded by: | Teresa Keller                                                            |
| In favor:    | Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Teresa Keller |
| Opposed:     | None                                                                     |
| Results:     | Motion Carries                                                           |

*Council moved into executive session at 7:24 p.m.  
Council exited executive session at 7:43 p.m.*

Main Motion: Provide an increase of 2.5% in accordance with the employment agreement.

|              |                                                                          |
|--------------|--------------------------------------------------------------------------|
| Moved by:    | Mark Springer                                                            |
| Seconded by: | Teresa Keller                                                            |
| In favor:    | Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Teresa Keller |
| Opposed:     | None                                                                     |
| Results:     | Motion Carries                                                           |

## **14. ADJOURNMENT**

Main Motion: Adjournment.

|              |               |
|--------------|---------------|
| Moved by:    | Mark Springer |
| Seconded by: | Teresa Keller |

|           |                                                                          |
|-----------|--------------------------------------------------------------------------|
| In favor: | Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Teresa Keller |
| Opposed:  | None                                                                     |
| Results:  | Motion Carries                                                           |

*Meeting ended at 7:52 p.m.*

---

Mark Springer, Mayor

ATTEST:

---

Lori Strickler, City Clerk

# City of Bethel, Alaska

## Public Works Committee Minutes

March 20, 2024

Regular Meeting

Bethel, Alaska

### I. CALL TO ORDER:

A regular Public Works Committee Meeting was held on March 20, 2024. Vice-Chair John Lloyd called the meeting to order at 5:33pm.

### II. ROLL CALL:

Present: Mark Springer via Zoom

Chair Ryan Butte via Zoom

Juan Dalgado

Vice-Chair John Lloyd

Also Present:

Jake Thompson- Acting Public Works Director

Carmen Murat-Recorder

### III. PEOPLE TO BE HEARD: None

### IV. APPROVAL OF AGENDA:

|                       |                                   |                           |
|-----------------------|-----------------------------------|---------------------------|
| <b>Moved By:</b>      | Ryan Butte                        | Motion to approve Agenda. |
| <b>SECONDED BY:</b>   | Juan Dalgado                      |                           |
| <b>VOTE ON MOTION</b> | Motion carried by unanimous vote. |                           |

### V. APPROVAL OF MINUTES:

|                       |                                   |                                             |
|-----------------------|-----------------------------------|---------------------------------------------|
| <b>Moved By:</b>      | Juan Dalgado                      | Motion to approve previous meeting minutes. |
| <b>SECONDED BY:</b>   | Ryan Butte                        |                                             |
| <b>VOTE ON MOTION</b> | Motion carried by unanimous vote. |                                             |

### VI. UNFINISHED BUSINESS:

#### A. Evaluation Of Committees 2024 Goals, Tasks and Priorities.

|                       |                                   |                                |
|-----------------------|-----------------------------------|--------------------------------|
| <b>Moved By:</b>      | Ryan Butte                        | Motion to continue discussion. |
| <b>SECONDED BY:</b>   | Juan Dalgado                      |                                |
| <b>VOTE ON MOTION</b> | Motion carried by unanimous vote. |                                |

#### B. Review of Committees Duties and Responsibilities and Determination of Committee Topics of Interest of 2024

|                  |            |                                |
|------------------|------------|--------------------------------|
| <b>Moved By:</b> | Ryan Butte | Motion to continue discussion. |
|------------------|------------|--------------------------------|

|                       |                                   |  |
|-----------------------|-----------------------------------|--|
| <b>SECONDED BY:</b>   | Juan Delgado                      |  |
| <b>VOTE ON MOTION</b> | Motion carried by unanimous vote. |  |

C. Utility Rate Study

|                       |                                   |                                    |
|-----------------------|-----------------------------------|------------------------------------|
| <b>Moved BY:</b>      | Ryan Butte                        | Motion to move for council review. |
| <b>SECONDED BY:</b>   | Juan Delgado                      |                                    |
| <b>VOTE ON MOTION</b> | Motion carried by unanimous vote. |                                    |

**VII. NEW BUSINESS:**

- A. Feb 2, 2024 Department of Environmental Conservation Operations and Maintenance Best Practices Memo

|                       |                                   |                                    |
|-----------------------|-----------------------------------|------------------------------------|
| <b>Moved BY:</b>      | Ryan Butte                        | Motion to move for council review. |
| <b>SECONDED BY:</b>   | John Lloyd.                       |                                    |
| <b>VOTE ON MOTION</b> | Motion carried by unanimous vote. |                                    |

**V.III EX OFFICIO MEMBER REPORT.**

- A. Manager's Report

**IX. COMMITTEE MEMBER COMMENTS:**

Mark Springer: Glad to have quorum back.

Chair Ryan Butte: Glad to have quorum back. Thank you, Jake, for the road work.

Juan Dalgado: Appreciates everyone for the hard work. Would like for more people in the community to get involved with city committees.

Vice-Chair John Lloyd:

**VIII. ADJOURNMENT:**

|                       |                                   |                    |
|-----------------------|-----------------------------------|--------------------|
| <b>Moved By:</b>      | John Lloyd                        | Motion to adjourn. |
| <b>SECONDED BY:</b>   | Ryan Butte                        |                    |
| <b>VOTE ON MOTION</b> | Motion carried by unanimous vote. |                    |

With no further business, the meeting was adjourned at 6:17pm.

APPROVED THIS 20 DAY OF March 2024.

\_\_\_\_\_  
John Lloyd  
Committee Vice-Chair

\_\_\_\_\_  
Carmen Murat, Ex Officio  
Recorder of Minutes



---

# City of Bethel, Alaska

## Public Safety & Transportation Commission

---

Regular Meeting

Bethel, Alaska

---

### I. CALL TO ORDER

A regular meeting of the Public Safety and Transportation Commission was held on March 6, 2024, in the Bethel City Hall Council Chambers.

This meeting was called to order at 6:42 pm.

### II. ROLL CALL

Present: Joy Anderson, Musa Saliu, Mikayla Miller, Jesslyn Elliot

Absent: Melanie Fredricks (Excused,) Farah Sears

Ex-Officio Present: Christopher Wigner, Daron Solesbee, Riona Dela Cruz

### III. PEOPLE TO BE HEARD

No one to be heard.

### IV. APPROVAL OF AGENDA

|                            |                |                               |
|----------------------------|----------------|-------------------------------|
| <b>MOVED:</b>              | Mikayla Miller | Motion to approve the agenda. |
| <b>SECONDED:</b>           | Musa Saliu     |                               |
| <b>VOTE ON MAIN MOTION</b> | All in favor.  |                               |

### V. APPROVAL OF MEETING MINUTES

#### A. 3-06-2024

|                            |                |                                                         |
|----------------------------|----------------|---------------------------------------------------------|
| <b>MOVED:</b>              | Mikayla Miller | Motion to approve the minutes from the regular meeting. |
| <b>SECONDED:</b>           | Musa Saliu     |                                                         |
| <b>VOTE ON MAIN MOTION</b> | All in favor.  |                                                         |

## VI. UNFINISHED BUSINESS

### A. City of Bethel Police Department Website. (Melanie Fredricks)

|                            |                |                                         |
|----------------------------|----------------|-----------------------------------------|
| <b>MOVED:</b>              | Joy Anderson   | Motion to move item to the next agenda. |
| <b>SECONDED:</b>           | Mikayla Miller |                                         |
| <b>VOTE ON MAIN MOTION</b> | All in favor.  |                                         |

### B. Neighborhood Watch Program. (Melanie Fredricks)

|                                |                   |                                         |
|--------------------------------|-------------------|-----------------------------------------|
| <b>MOVED:</b>                  | Joy<br>Anderson   | Motion to move item to the next agenda. |
| <b>SECONDED:</b>               | Mikayla<br>Miller |                                         |
| <b>VOTE ON MAIN<br/>MOTION</b> | All in favor.     |                                         |

### C. Consideration of BMC Title 5 Amendment to Allow Transportation Network Companies to Operate in Bethel. (Mikayla Miller)

|                                |                   |                                         |
|--------------------------------|-------------------|-----------------------------------------|
| <b>MOVED:</b>                  | Joy<br>Anderson   | Motion to move item to the next agenda. |
| <b>SECONDED:</b>               | Mikayla<br>Miller |                                         |
| <b>VOTE ON MAIN<br/>MOTION</b> | All in favor.     |                                         |

### D. Magilla Entertainment Discussion. (Christopher Wigner)

|                            |               |                                   |
|----------------------------|---------------|-----------------------------------|
| <b>MOVED:</b>              | Joy Anderson  | Motion to remove item off agenda. |
| <b>SECONDED:</b>           | Musa Saliu    |                                   |
| <b>VOTE ON MAIN MOTION</b> | All in favor. |                                   |

## VII. NEW BUSINESS

### A. Discussion About Developing the Bethel Fire Department Adopt-A-Hydrant Program Where Bethel Residents Can Sponsor a Fire Hydrant in Town to Keep It Clear of Snow, Vegetation, And Other Debris for A Predetermined Period of Time.

|               |              |                                       |
|---------------|--------------|---------------------------------------|
| <b>MOVED:</b> | Joy Anderson | Motion to remove item off the agenda. |
|---------------|--------------|---------------------------------------|

|                            |               |  |
|----------------------------|---------------|--|
| <b>SECONDED:</b>           | Musa Saliu    |  |
| <b>VOTE ON MAIN MOTION</b> | All in favor. |  |

**B. Making Insurance Claims Due to City Responsible Damages. (Mikayla Miller)**

|                            |               |                                   |
|----------------------------|---------------|-----------------------------------|
| <b>MOVED:</b>              | Joy Anderson  | Motion to remove item off agenda. |
| <b>SECONDED:</b>           | Musa Saliu    |                                   |
| <b>VOTE ON MAIN MOTION</b> | All in favor. |                                   |

**C. Community Cab Complaints. (Mikayla Miller)**

|                            |               |                                   |
|----------------------------|---------------|-----------------------------------|
| <b>MOVED:</b>              | Joy Anderson  | Motion to remove item off agenda. |
| <b>SECONDED:</b>           | Musa Saliu    |                                   |
| <b>VOTE ON MAIN MOTION</b> | All in favor. |                                   |

**E. EX OFFICIO REPORT**

Acting Chief Wigner – Gave an oral report. See Report in Packet.

Fire Chief Solesbee – Gave an oral report. See Report in Packet.

**F. TRANSPORTATION INSPECTOR'S REPORT**

See Report in Commission Packet.

**G. COMMISSION MEMBER'S COMMENTS**

Jesslyn Elliot – No Comment.

Mikayla Miller - "I personally am really grateful for the police stop-ins, they've been helping the library and the Cultural Center like maintain a balance and a peace that we haven't seen in a while, given the harsh winter that it has been, and to remind everyone and those who don't know that the Permanent Support Housing which is the apartment building that is going to house the 24 most chronically homeless individuals in Bethel is doing its grand opening on Monday, so if y'all want to go it's like 3-7, there's going to be an open house, there's going to be tours, and there's going to be food there, if you want to stop by, it's a really important, really cool thing that has been working towards for years now, so it's really special win for Bethel, in my opinion."

Musa Saliu – No Comment.

Joy Anderson – “Thanks everybody for coming and thank you for the reports, written reports and verbal reports.”

#### H. ADJOURNMENT

|                            |                |                    |
|----------------------------|----------------|--------------------|
| <b>MOVED:</b>              | Mikayla Miller | Motion to adjourn. |
| <b>SECONDED:</b>           | Musa Saliu     |                    |
| <b>VOTE ON MAIN MOTION</b> | All in favor.  |                    |

Meeting adjourned at 7:18 pm.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
Riona Dela Cruz, Recorder

\_\_\_\_\_  
Joy Anderson, Chair





**CITY OF BETHEL**  
**PUBLIC SAFETY AND TRANSPORTATION COMMISSION**  
**WEDNESDAY, APRIL 3, 2024, 6:30 PM**

**LOCATION:**

Join Zoom Meeting:

<https://us06web.zoom.us/j/88274684692?pwd=Z3N4VFJ4T24zSFcwM0MrSXpaa3lZUT09>

Meeting ID: 882 7468 4692 Passcode: 773554

Phone Toll Free: 888 475 4499 833 548 0276

833 548 0282 877 853 5257

---

**MEMBERS**

Joy Anderson, Chair  
Musa Saliu  
Melanie Fredericks  
Farah Sears  
Jesslyn Elliot  
John Hastie  
Mikayla Miller Council Rep.

---

**EX OFFICIO STAFF**

Christopher Wigner, Police Acting Chief  
Daron Solesbee, Fire Chief  
Riona Dela Cruz, Recorder  
[police@cityofbethel.net](mailto:police@cityofbethel.net)  
907-543-3781

---

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON**

- A. Please submit written public comments to [police@cityofbethel.net](mailto:police@cityofbethel.net) by 4:00 p.m. the day of the meeting.

**IV. APPROVAL OF AGENDA**

**V. APPROVAL OF MEETING MINUTES**

- A. 03-06-2024 Meeting Minutes

**VI. UNFINISHED BUSINESS**

- A. City of Bethel Police Department Website. (Melanie Fredricks)  
B. Neighborhood Watch Program. (Melanie Fredricks)  
C. Consideration of BMC Title 5 Amendment to Allow Transportation Network Companies to Operate in Bethel. (Mikayla Miller)

**VII. NEW BUSINESS**

**VIII. EX OFFICIO REPORT**

- A. Manager's Reports 03-2024  
B. Manager's Reports 03-2024  
C. Manager's Reports 03-2024

Posted <<March 28, 2024>> at City Hall, AC Co., Swanson's, and the Post Office.

---

Ex-Officio Staff

**IX. TRANSPORTATION INSPECTOR'S REPORT**

A. Inspector's Report 03-2024

**X. MEMBER COMMENTS**

**XI. ADJOURNMENT**

Posted <<March 28, 2024>> at City Hall, AC Co., Swanson's, and the Post Office.

---

Ex-Officio Staff

Introduced by: William Arnold, Acting City Manager  
Introduction Date: March 12, 2024  
Public Hearing Date: March 26, 2024  
Action:  
Vote:

# CITY OF BETHEL, ALASKA

## Ordinance 23-11 (g)

### 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,** when the FY24 Budget was adopted, there was not enough allocated to the repair and maintenance of the police vehicles;

**WHEREAS,** with the rising cost of materials the cost of building the dog pound and chemical storage building has increased;

**WHEREAS,** with the addition of new equipment at the landfill fuel usage has increased;

**WHEREAS,** the cost of janitorial for the court complex was underestimated;

| <b>G1 Police Department – Operating Budget Amendments</b> |                            |                         |                    |           |
|-----------------------------------------------------------|----------------------------|-------------------------|--------------------|-----------|
| Line Item                                                 | Description                | Approved Appropriations | Proposed Amendment | Total     |
| 100-61-6231                                               | Vehicle Parts & Tools      | 28,400                  | 25,000             | 53,400    |
| 100-61-6890                                               | Dog Pound                  | 1,200,000               | 300,000            | 1,500,000 |
| 100-10100                                                 | Cash Combined-General Fund | 8,395,166               | (325,000)          | 8,070,166 |

| <b>G2 Hauled Sewer- Operating Budget Amendments</b> |                       |                         |                    |           |
|-----------------------------------------------------|-----------------------|-------------------------|--------------------|-----------|
| Line Item                                           | Description           | Approved Appropriations | Proposed Amendment | Total     |
| 510-85-6231                                         | Vehicle Parts & Tools | 50,000                  | 40,000             | 90,000    |
| 510-10100                                           | Cash Combined-W/S     | 2,717,356               | (40,000)           | 2,677,356 |



Introduced by: William Arnold, Acting City Manager  
Introduction Date: March 12, 2024  
Public Hearing Date: March 26, 2024  
Action:  
Vote:

| <b>G3 Landfill- Operating Budget Amendments</b> |                           |                         |                    |           |
|-------------------------------------------------|---------------------------|-------------------------|--------------------|-----------|
| Line Item                                       | Description               | Approved Appropriations | Proposed Amendment | Total     |
| 500-71-6150                                     | Gasoline/Diesel/Oil       | 15,000                  | 40,000             | 55,000    |
| 500-71-6231                                     | Vehicle Parts & Tools     | 10,000                  | 20,000             | 30,000    |
| 500-10100                                       | Cash Combined-Solid Waste | 3,739,569               | (60,000)           | 3,679,569 |

| <b>G4 Leased Prop-Court Complex- Operating Budget Amendments</b> |                          |                         |                    |         |
|------------------------------------------------------------------|--------------------------|-------------------------|--------------------|---------|
| Line Item                                                        | Description              | Approved Appropriations | Proposed Amendment | Total   |
| 530-55-6333                                                      | Janitorial-Court Complex | 16,000                  | 51,500             | 67,500  |
| 530-10100                                                        | Cash Combined-Leased     | 1,050,898               | (51,500)           | 999,398 |

| <b>G5 Bethel Heights Water Treatment- Operating Budget Amendments</b> |                   |                         |                    |           |
|-----------------------------------------------------------------------|-------------------|-------------------------|--------------------|-----------|
| Line Item                                                             | Description       | Approved Appropriations | Proposed Amendment | Total     |
| 510-83-6200                                                           | Minor Equipment   | 45,000                  | 41,000             | 86,000    |
| 510-10100                                                             | Cash Combined-W/S | 2,677,356               | (41,000)           | 2,636,356 |

| <b>G6 City Sub- Operating Budget Amendments</b> |                           |                         |                    |           |
|-------------------------------------------------|---------------------------|-------------------------|--------------------|-----------|
| Line Item                                       | Description               | Approved Appropriations | Proposed Amendment | Total     |
| 510-84-6891                                     | Chemical Storage Building | 1,500,000               | 750,000            | 2,250,000 |
| 510-10100                                       | Cash Combined-W/S         | 2,636,356               | (750,000)          | 1,886,356 |

| <b>G7 Community Services Operating Budget Amendments</b> |                     |                         |                    |           |
|----------------------------------------------------------|---------------------|-------------------------|--------------------|-----------|
| Line Item                                                | Description         | Approved Appropriations | Proposed Amendment | Total     |
| 100-72-6155                                              | Bethel Winter House | 3,298                   | 13,674             | 16,972    |
| 510-10100                                                | Cash Combined-W/S   | 1,886,356               | (13,674)           | 1,872,682 |

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

**ENACTED THIS 26<sup>th</sup> DAY OF MARCH 2024 BY A VOTE OF \_ IN FAVOR AND \_ OPPOSED.**

\_\_\_\_\_  
Mark Springer, Mayor

ATTEST:

\_\_\_\_\_  
Lori Strickler, City Clerk

City of Bethel, Alaska

Ordinance 23-11 (g)  
2 of 2



# CITY OF BETHEL BETHEL HEIGHTS TRUCK FILL PANELS

Quote # 24-121  
February 14, 2024

TecPro is a wholly owned subsidiary of



**For**

William Arnold  
Public Works Director  
[warnold@cityofbethel.net](mailto:warnold@cityofbethel.net)  
(907) 545-0111

**By**

Colette Cook  
Project Manager  
[colette.cook@koniagew.com](mailto:colette.cook@koniagew.com)  
(907) 885-4111

**NOTICE**

*This document contains TECPRO proprietary information and has been provided for the sole purpose of evaluation. Acceptance of the document constitutes agreement that the recipient shall not disclose TECPRO proprietary information to any third party in whole or in part or transmit any documents or copies thereof in whole or in part to any third party without the expressed written consent of TECPRO*

## TECPRO – Quote 24-121 Bethel Heights Truck Fill Panels

### SCOPE OF WORK:

#### TecPro proposes to provide:

- 2 each Truck Fill Panels assembled and NRTL listed
- Demo and replacement of the Truck Fill Panels on site
- Startup and Testing of the panels
- Operator Training if needed

### ASSUMPTIONS:

- All conduit and cabling are assumed to be reusable.
- In-line flow sensor, truck fill valve, back drain solenoid and other components external to the control panel are assumed to be functional and reusable.
- Flights, lodging and meals are included.

### EXCLUSIONS:

- No additional equipment external to the panel is included in this proposal.

### DELIVERABLES:

- Updated Shop Drawings

### PRICE INFLATION:

Upon issuance of this quote it will remain valid for thirty (30) days. All pricing for this project is subject to change after this thirty (30) day period and may need to be adjusted based upon current material prices and other economic conditions.

### WARRANTY:

Unless noted otherwise, all production items agreed upon by TecPro and the customer for this project will be warranted against defects in all construction materials and installation for a period of one (1) year from completion.

### TENTATIVE SCHEDULE:

TBD

### PRICE:

|                    |           |               |
|--------------------|-----------|---------------|
| <b>Total Price</b> | <b>\$</b> | <b>57,900</b> |
|--------------------|-----------|---------------|

PROJECT TERMS AND CONDITIONS:

**STANDARD TERMS AND CONDITIONS**

This Standard Terms and Conditions (this "**Agreement**") shall apply to and govern the work stated in the proposed bid ("**Bid**") submitted by TecPro ("**Contractor**") for work required by City of Bethel ("**Customer**"). Customer understands and agrees that by agreeing to the Bid, it agrees to the terms contained in this Agreement.

1. Services.

(a) Contractor shall provide to Customer the services (collectively, the "**Services**") specified in the attached Bid and subsequently issued under this Agreement as agreed upon from time to time by the parties during the Term. Customer is permitted to subcontract any of the Services to any affiliate.

(b) Customer may change the Services described in the Bid (including, without limitation, addition or deletion of Services, suspension of performance and changes in schedules for performance) by giving written notice of such change. If any change in the Services causes an increase or decrease in the time required for the performance of the Services or in Contractor's costs to perform the Services, Customer shall adjust the schedule for performance of such Services and the compensation payable to Contractor accordingly. All such changes in the Services shall be included in a written amendment to the Bid or other written instrument evidencing such adjustments.

2. Term. The term of this Agreement shall commence as of the date of the acceptance of the Bid by Customer and shall remain in effect until the earlier of (a) the date on which the parties' obligations hereunder have been satisfied, or (b) the date upon which either party terminates pursuant to this Agreement (the "**Term**").

3. Compensation.

(a) Customer shall pay Contractor for the Services in accordance with the rates, charges, reimbursable expenses and other amounts specified in the Bid.

(b) Unless otherwise specified in the Bid, Contractor, not more than once a month, will submit to Customer an original invoice for any amounts payable hereunder for Services rendered during the prior month. The invoice will be in form and content acceptable to, and as may be reasonably specified by, Customer.

(c) Within thirty (30) days after Customer's receipt of each invoice, Customer will pay Contractor the amounts properly payable pursuant to such invoice. All amounts payable under this Agreement are denominated in United States dollars, and shall be paid in lawful money of the United States.



## TECPRO – Quote 24-121 Bethel Heights Truck Fill Panels

4. Confidentiality. Each party acknowledges and agrees that all trade secret and proprietary information of the other party (including, but not limited to, pricing, marketing plans, designs, drawings, work product, etc.) and all information communicated to a receiving party by a disclosing party in connection with the performance of this Agreement shall be treated as confidential, shall be used only for purposes of this Agreement, and no such confidential information shall be disclosed by the receiving party, its agents or personnel without the prior written consent of the disclosing party.

5. Relationship of Parties. Contractor will at all times be an independent contractor, and not an employee or agent of Customer in connection with the performance of the Services as set forth in this Agreement. Contractor will (a) not enter into any contract, agreement or other commitment, or incur any obligation or liability, in the name or otherwise on behalf of Customer; (b) not be entitled to any workers' compensation, pension, retirement, insurance, vacation pay, sick pay, or other benefits afforded to employees of Customer; (c) not represent to be or hold itself out as an employee of Customer; and (d) retain full control over the manner, methods and details by which it performs the Services. This Agreement will not be construed to create a partnership, joint venture, principal/agent relationship or employment relationship between Contractor and Customer.

6. Termination.

(a) Either party may terminate this Agreement, in whole or in part, at any time for any reason whatsoever upon thirty (30) days' written notice to the other party.

(b) Either party may terminate this Agreement upon the other party's material breach of this Agreement, provided that (i) the non-breaching party sends written notice to the breaching party describing the breach in reasonable detail, (ii) the breaching party does not cure the breach within ten (10) days following its receipt of such notice, and (iii) following the expiration of the 10-day cure period, the non-breaching party sends a second written notice to the breaching party indicating the non-breaching party's desire to terminate this Agreement.

(c) This Agreement may be terminated immediately upon written notice by either party if the other party (i) becomes insolvent or involved in a liquidation or termination of its business, (ii) is generally not paying its debts as they become due, (iii) commences any proceedings relating to such party under any federal or state law relating to bankruptcy, insolvency, reorganization or similar laws, (iv) applies for the appointment of a trustee, liquidator, or receiver of any part of its assets, (v) has a proceeding commenced against it relating to the appointment of a trustee, liquidator or receiver or pursuant to any proceedings under any federal or state law relating to bankruptcy, insolvency, reorganization, or similar laws (if not dismissed within 30 days of filing), (vi) becomes involved in an assignment for benefit of its creditors, or (vii) becomes adjudicated bankrupt.

7. Effect of Termination. If this Agreement is terminated pursuant to and in accordance with Section 7, upon delivery of a notice of termination (a) the parties shall cooperate to effect an orderly, efficient, effective and expeditious termination of their respective activities under this Agreement; (b) Contractor shall return to Customer any and all items delivered by Customer to Contractor; and (c) Contractor shall reimburse Customer for any prepaid expenses not incurred prior to delivery of the notice of termination. Contractor shall be paid by Customer for that portion of the Services actually performed and for documented expenses incurred by Contractor and authorized by Customer prior to delivery of the notice of termination.

8. Disputes. Any and all claims, controversies, or disputes arising out of or relating to this Agreement, including without limitation, any claim, controversy, or dispute concerning any threatened, alleged, or actual



## TECPRO – Quote 24-121 Bethel Heights Truck Fill Panels

breach of this Agreement or any determination, negotiation, or agreement reached by the parties under this Agreement (each a "**Dispute**"), shall be resolved exclusively as set forth in this section.

(a) The Dispute shall first be submitted in writing to a designated representative of each party, and such designated representatives shall attempt to resolve the Dispute within thirty (30) days of such submittal.

(b) If the Designated Representatives are unable to resolve the Dispute within the 30-day period provided in Subsection (a) and either party wishes to continue to pursue the Dispute, that party shall submit the Dispute in writing to a responsible officer of each party for resolution, and such officers shall attempt to resolve the Dispute within thirty (30) days of such submittal. The parties agree to negotiate in good faith to reach a mutually agreeable resolution of such dispute within a reasonable period of time.

(c) If good faith negotiations among the officers are unsuccessful within the 30-day period provided in Subsection (b), the parties agree to resolve the dispute by binding and final arbitration which shall take place in a site mutually agreed to by the parties. The arbitration shall be conducted by a single arbitrator selected by the agreement of the parties. The arbitrator shall be a person who is legally trained and is independent of either party. In the event that the parties are unable to agree upon an arbitrator, each party shall select one person with the qualifications set forth in the immediately preceding sentence, and the two persons so chosen shall agree upon a third person who shall be the arbitrator for the Dispute. The arbitrator shall conduct the arbitration in accordance with the Commercial Arbitration Rules of the American Arbitration Association then in effect. The parties shall bear equally the cost of arbitration, provided, however, that each party shall bear its own legal fees with respect to the arbitration unless otherwise specifically provided for by the decision of the arbitrator. The arbitrator shall be bound to follow the provisions of this Agreement in resolving the dispute, and may award attorney's costs to the prevailing party, but shall not be empowered to award damages (such as punitive or exemplary damages) in excess of actual damages. The decision of the arbitrator shall be final and binding on the parties, and any award of the arbitrator may be entered or enforced in any court of competent jurisdiction. Venue for any such arbitration shall be Fairbanks, Alaska.

9. Indemnification and Hold Harmless. To the fullest extent permitted by law, each party ("Indemnifying Party") shall indemnify, defend and hold harmless the other party and its consultants, agents, employees, officers, directors, members, subsidiaries, affiliates and parents (each an "Indemnified Party"), from and against all claims, liabilities, damages, suits, losses, penalties, fines, fees, costs and expenses of any nature whatever, including but not limited to attorney's fees, arising out of or resulting from, in whole or in part by, the actions, inactions, negligence or fault of the Indemnifying Party, anyone directly or indirectly employed by the Indemnifying Party or anyone for whose acts the Indemnifying Party may be liable, except to the extent caused or contributed to by (1) the actions, inactions, negligence or fault of the Indemnified Party, anyone directly or indirectly employed by the Indemnified Party or anyone for whose acts the Indemnified Party may be liable, or (2) the failure by the Indemnified Party to perform any term, covenant or condition of this Agreement. This clause shall survive the expiration or termination of this Agreement, and shall be in effect in perpetuity.

10. Notices. All notices or other written communication shall be deemed to have been given by the notifying party if mailed by certified mail, return receipt requested, to the receiving party addressed to its mailing address set forth on the Bid, or such other address as a party may designate in writing to the other party. Notices sent by any other means (i.e., U.S. mail, fax, overnight delivery, courier, e-mail or otherwise) are acceptable subject to written confirmation of transmission and receipt of the notice.

11. Force Majeure. Neither party will be liable to the other party for delays in performing the work, or for the direct or indirect cost resulting from such delays, that may result from acts of God, acts of Government authorities, extraordinary weather conditions, other natural catastrophes, or any other cause

## TECPRO – Quote 24-121 Bethel Heights Truck Fill Panels

beyond the reasonable control or contemplation of either party. Each party will take reasonable steps to mitigate the impact of any force majeure. Customer will equitably adjust schedule and compensation under the Bid to address any force majeure condition.

12. Differing Site Conditions. If site conditions are encountered which differ materially from those indicated in the Bid, Contractor shall secure the site and notify Customer of the conditions. Customer will promptly investigate the site conditions and will equitably adjust the Bid schedule and/or price to address the differing site conditions.

13. Survival.

[This Agreement shall be governed by and construed under the laws of the State of Alaska, without regard to its laws relating to conflict of laws.

14. Miscellaneous. (a) If any provision of this Agreement is found to be invalid, illegal, or unenforceable in any respect, in whole or in part, such provision shall be modified so as to be valid, legal or enforceable as the case may be, or if it cannot be so modified, severed from this Agreement, and this Agreement as so modified shall remain in full force and effect. (b) This Agreement does not create, and shall not be construed as creating, any rights or interests enforceable by any person not a party hereto. (c) This Agreement may not be modified or amended, and no part or parts hereof waived, except by an instrument in writing signed by both parties hereto. (d) This Agreement contains the entire understanding and agreement of the parties. No prior or contemporaneous statement or representation, whether oral or written, has been relied upon by the parties, except as expressly stated herein. (e) The terms, covenants and conditions of this Agreement shall bind and inure to the benefit of the parties and their successors and permitted assigns. (f) Time is of the essence in each and every term, covenant and condition herein. (g) The failure of either party to insist upon performance of any provision of this Agreement, or to exercise any right, remedy or option provided herein, shall neither be construed as a waiver of the right to assert any of the same or to rely on any such terms or conditions at any time thereafter, nor in any way affect the validity of this Agreement. (h) Unless stated herein, neither party may sell, assign, transfer, or otherwise convey by contract, operation of law (including by merger or other sale of control) or otherwise any of its rights or delegate any of its duties under this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld or conditioned.

Acceptance:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Sign

\_\_\_\_\_  
Date

\_\_\_\_\_  
City of Bethel









# City of Bethel

P.O. Box 1388 • Bethel, Alaska 99559-1388

907-543-2047

Fax # 543-3817

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

November 24, 2021

Alaska Housing Finance Corporation  
4300 Boniface Parkway  
Anchorage, AK 99504

To Whom it May Concern:

The City of Bethel is pleased to support the first-ever Permanent Supportive Housing-Housing First project in Bethel, for the benefit of people experiencing homelessness, as well as for the benefit of the community as a whole.

The City has strong relationships with Bethel Community Services Foundation and Bethel Winter House. In support of the development of the Bethel Winter House emergency shelter, the City entered into a purchase and sale agreement for a parcel of land and building (Tract H, Block 2, Turnkey 111 Subdivision Plat #2014-14, or 127 Atsaq Street) valued at \$720,000, offering a purchase price of \$1, effectively providing an in-kind donation for the value of the land. Additionally, the purchase and sale agreement includes the provision for water, sewer, and garbage utilities by the City for the life of the transfer, subject to the availability of City funds.

Because the land parcel offers sufficient space to house an adjacent facility, the City's in-kind land donation also extends to use for construction of the permanent supportive housing facility for chronically homeless individuals, meeting the terms of the Conditional Use Permit at that location. Water, sewer, and garbage utilities will be provided to the connected expansion of permanent housing.

The City of Bethel looks forward to partnering with Bethel Community Services Foundation and Bethel Winter House on this critical project.

Sincerely,

*Peter A Williams*  
City Manager  
City of Bethel

*11/9/2021*

Celebrating 50 Years of Service!

## City of Bethel Action Memorandum

|                         |               |                |                |
|-------------------------|---------------|----------------|----------------|
| Action memorandum No.   | 24-06         |                |                |
| Date action introduced: | April 9, 2024 | Introduced by: | Mayor Springer |
| Date action taken:      |               | Approved       | Denied         |
| Confirmed by:           |               |                |                |

Authorize the City Manager to negotiate and enter into a Memorandum of Understanding with the Tundra Women's Coalition to support Transit System Operations, and the Transitional Housing Program

Attachment(s): Draft Memorandum of Agreement

|                                 |                  |                             |
|---------------------------------|------------------|-----------------------------|
| <b>Amount of fiscal impact:</b> |                  | <b>Account information:</b> |
| \$22,687.50                     | No fiscal impact | 560-5043-4371 (Revenue)     |

The Tundra Women's Coalition (TWC), is a nonprofit organization serving victims of family and sexual violence through emergency shelter, legal advocacy, outreach, violence prevention program and a regional children's advocacy center. TWC is requesting partnership with the City to improve transportation services for transitional housing residents through an annual payment of up \$22,687.50 to the Bethel Transit System.

The total funding for this project is \$68,062.50, which will allow for a three-year partnership agreement through the MOU.

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE TUNDRA WOMEN’S COALITION AND THE CITY OF BETHEL RE:  
OFFICE ON VIOLENCE AGAINST WOMEN FEDERAL GRANT FUNDING**

**WHEREAS**, the Tundra Women’s Coalition (“TWC”) and the City of Bethel (“COB”) (hereafter collectively “the Parties”) support and provide services to underserved populations, including Alaska Native victims of domestic violence, sexual assault child sexual abuse, stalking, and dating violence;

**WHEREAS**, TWC is a nonprofit organization based in Bethel and serving victims of family and sexual violence throughout the Yukon-Kuskokwim Delta;

**WHEREAS**, more than 90% of TWC’s consumers of services are Alaska Native—TWC’s culturally-specific programs include an emergency shelter, legal advocacy, outreach, a violence prevention program called Teens Acting Against Violence, and Irniamta Ikayurviat, a regional children’s advocacy center;

**WHEREAS**, COB, the incorporated municipality in which TWC is located, is on the Kuskokwim River and is the largest community in western Alaska and in the Unorganized Borough and the eighth-largest in the state;

**WHEREAS**, TWC and COB have historically collaborated to effectively and efficiently serve the residents of the Yukon-Kuskokwim Delta, with representatives from both Parties serving on the local Bethel Housing and Homelessness Coalition and participating in the Multi-Disciplinary response to sexual violence;

**WHEREAS**, the Parties wish to collaborate to provide services for Office of Violence Against Women grant funds, and the Parties have entered into this Memorandum of Understanding setting forth the services to be provided by this collaboration;

**WHEREAS**, TWC and COB have history and expertise in working with underserved populations: TWC has worked nearly exclusively with Alaska Native victims of family and sexual violence since 1978. TWC’s shelter operates on an empowerment model, and families select which resources they prefer to utilize and set their own goals. There are no mandatory participation requirements in order to access safe services. More than 90% of program participants are tribal members and as such, TWC’s programming is culturally-specific;

**WHEREAS**, TWC constructed a new facility in 2009—the shelter now has 10 bedrooms and 40 beds and tends to average an occupancy rate of 30+ individuals in shelter at any given time and operates a 24-crisis line which results in hundreds of crisis calls each year, a Legal Advocacy program, outreach, a children’s advocacy center, Teens Acting Against Violence prevention program, an existing transitional housing program and children’s programs;

**WHEREAS**, The majority of TWC staff and board are Alaska Native;

**WHEREAS**, COB was incorporated in 1957, it has a Police Department that participates in the multi-disciplinary response to violence, and several members of City staff have attended TWC's violence prevention coalition meetings;

**WHEREAS**, TWC and COB are committed to work together to achieve project goals and to sustain the project; and

**WHEREAS**, Both parties planned and developed this collaboration; At TWC, Eileen Arnold, Executive Director, and the Outreach Coordinator, and at COB, the Bethel City Council will vote to approve or disapprove the MOU agreement. Both agencies work together frequently in an effort to eliminate systems barriers facing families and individuals and provide creative strategies for victim and community safety.

Now therefore, the Parties agree that:

**I. Tundra Women's Coalition Will:**

- 1) Employ and continually train a Transition Coordinator that will oversee applications, voluntary services, and case management of people engaged in the Transitional Housing Program.
- 2) Provide contract funds in the amount of \$22,687.50 a year (\$68,062.50 for the entire project) to COB for bus slips for Transitional Housing participants. Bus passes are \$5 a day pass and TWC expects to distribute about 226 day passes per year to 20 people per year.
- 3) Participate in training and technical assistance
- 4) Submit reports and data to funding agency.
- 5) Offer bus slips to program participants and, if people want them, the Transition Coordinator will determine how many slips are needed a quarter, generate an invoice for the City, provide payment, and distribute the bus slips to the clients.

**II. COB Will:**

Provide bus slips for Transitional Housing residents.

**III. TWC and COB Mutually Will:**

- (1) Collaborate to ensure that each organization is aware of the others' policies and obligations regarding client confidentiality, and to develop a policy for information

sharing under the project while still maintaining client confidentiality, (e.g., using releases of information for clients that want one or all of the project partners to exchange information).

(2) By signing below, verify that both Parties have reviewed and approved the budget, are aware of the total amount being requested, and that grant funds are being used equitably and appropriately consistent with the terms of the grant.

### **Other Provisions**

1. Term dates: This funding is available starting April 1, 2024 until September 30, 2026, or until the designated amount of funds has been expended. If the timeline is changed parties will be notified.
2. Termination: This MOU may be terminated by any party for any reason, prior to its expiration date, on thirty days (30) written notice to the other party.
3. Liability: Nothing in this agreement creates any liability for any of the parties involved. It does not provide any legal responsibility duty or other liability on the part of any party involved towards any party, client or other third party. TWC is not, and the other signatories hereto are not, entering into any joint venture or partnership with the other signatory agencies. Each signatory party is an independent entity.

Signatures

---

William Arnold,  
Acting City Manager  
City of Bethel (COB)

---

Date

---

Eileen Arnold, Executive Director  
Tundra Women's Coalition  
(TWC)

---

Date

## City of Bethel Action Memorandum

|                         |            |                |                                  |
|-------------------------|------------|----------------|----------------------------------|
| Action memorandum No.   | 24-07      |                |                                  |
| Date action introduced: | 04/09/2024 | Introduced by: | Bill Arnold, Acting City Manager |
| Date action taken:      |            | Approved       | Denied                           |
| Confirmed by:           |            |                |                                  |

**Action Title:** Approve and Adopt Revisions to Federally-Mandated FTA Drug and Alcohol Testing Policy for Bethel Transit System as Provided by Department of Transportation

Attachment: POL 51-220 FTA Drug and Alcohol Testing Policy

| Amount of fiscal impact | Source of Funding              | Account information |
|-------------------------|--------------------------------|---------------------|
| X                       | No fiscal impact at this time. |                     |

The City offers public transit services to the Bethel community under the Bethel Transit System and receives federal funding for the provision of such services. To ensure continued finding and operation of the Bethel Transit System in accordance with the Federal Transit Administration (FTA), the City is required to abide by 49 CFR Parts 40 and 655, as amended, which address the Drug and Alcohol Testing Program.

The City's FTA Drug and Alcohol Testing Program has been audited numerous times since 2014. Extensive improvements were made to the program in 2015, which resulted in City Council adopting POL 51-220 *FTA Zero Tolerance Policy* in 2016 as a condition of continued grant funding. A later revision was enacted in 2018 by the City Manager.

The most recent audit of the Bethel Transit System identified DOT-level policy changes that had not been incorporated into the City's policy. In addition to a policy name change, several definitions were added. Revisions were made to policy language throughout to clarify the intent of policy specifics. The policy content was provided to the City for adoption as-is to ensure that all of the minimum essential standards, established at the federal level, are included.

To meet the ongoing requirements of continued grant funding, the City is required to have the governing body (City Council) approve and adopt the attached policy as a revision to POL 51-220.

# FTA DRUG AND ALCOHOL TESTING POLICY

## POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

### I. Purpose

- a. The Bethel Transit System provides public transit and paratransit services for the residents of the City of Bethel. Part of our mission is to ensure that this service is delivered safely, efficiently, and effectively by establishing a drug and alcohol-free work environment, and to ensure that the workplace remains free from the effects of drugs and alcohol in order to promote the health and safety of employees and the general public. In keeping with this mission, the Bethel Transit System declares that the unlawful manufacture, distribution, dispense, possession, or use of controlled substances or misuse of alcohol is prohibited for all employees.
- b. Additionally, the purpose of this policy is to establish guidelines to maintain a drug and alcohol-free workplace in compliance with the Drug-Free Workplace Act of 1988, and the Omnibus Transportation Employee Testing Act of 1991. Covered employees shall abide by the terms of this policy statement as a condition of employment. This policy is intended to comply with all applicable Federal regulations governing workplace anti-drug and alcohol programs in the transit industry. Specifically, the Federal Transit Administration (FTA) of the U.S. Department of Transportation has published 49 CFR Part 655, as amended, that mandates drug and alcohol testing for safety-sensitive positions, and prohibits performance of safety-sensitive functions when there is a positive test result, or a refusal to test. The U. S. Department of Transportation (USDOT) has also published 49 CFR Part 40, as amended, that sets standards for the collection and testing of specimens for drug and alcohol testing.
- c. Any provisions set forth in this policy that are included under the sole authority of the Bethel Transit System and are not provided under the authority of the above named Federal regulations are underlined. Tests conducted under the sole authority of the Bethel Transit System will be performed on non-USDOT forms and will be separate from USDOT testing in all respects.

### II. Applicability

This Drug and Alcohol Testing Policy applies to all safety-sensitive employees (full- or part-time) when performing safety sensitive duties. See Attachment A for a list of employees and the authority under which they are included.

A safety-sensitive function is operation of public transit service including the operation of a revenue service vehicle (whether or not the vehicle is in revenue service), maintenance of a revenue service vehicle or equipment used in revenue service, security personnel who carry firearms, persons controlling the dispatch or



## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

movement of revenue service vehicles and any transit employee who operates a non-revenue service vehicle that requires a Commercial Driver's License to operate. Maintenance functions include the repair, overhaul, and rebuild of engines, vehicles and/or equipment used in revenue service. A list of safety-sensitive positions who perform one or more of the above-mentioned duties is provided in Attachment A. Supervisors are only safety sensitive if they perform one of the above functions. Volunteers are considered safety sensitive and subject to testing if they are required to hold a CDL, or receive remuneration for service in excess of actual expense.

### III. Education and Training

- a. Every covered employee will receive a copy of this policy and will have ready access to the corresponding federal regulations including 49 CFR Parts 655 and 40, as amended. In addition, all covered employees will undergo a minimum of 60 minutes of training on the signs and symptoms of drug use including the effects and consequences of drug use on personal health, safety, and the work environment. The training also includes manifestations and behavioral cues that may indicate prohibited drug use.
- b. All supervisory personnel or company officials who are in a position to determine employee fitness for duty will receive 60 minutes of reasonable suspicion training on the physical, behavioral, and performance indicators of probable drug use and 60 minutes of additional reasonable suspicion training on the physical, behavioral, speech, and performance indicators of probable alcohol misuse.

### IV. Definitions

*Accident:* An occurrence associated with the operation of a vehicle even when not in revenue service, if as a result:

- a. An individual dies;
- b. An individual suffers a bodily injury and immediately receives medical treatment away from the scene of the accident;
- c. One or more vehicles incur disabling damage as the result of the occurrence and is transported away from the scene by a tow truck or other vehicle. For purposes of this definition, *disabling* damage means damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated, but does not include

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no spare tire is available, or damage to headlights, taillights, turn signals, horn or windshield wipers that makes them inoperative; OR

- d. Situations specifically identified by the City of Bethel that require Non-DOT testing under the City's own authority (identified in POL-51-200 Drug Free Workplace).

*Adulterated Specimen:* A specimen that has been altered, as evidenced by test results showing either a substance that is not a normal constituent for that type of specimen or showing an abnormal concentration of an endogenous substance.

*Alcohol:* The intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols contained in any beverage, mixture, mouthwash, candy, food, preparation or medication.

*Alcohol Concentration:* Expressed in terms of grams of alcohol per 210 liters of breath as indicated by a breath test under 49 CFR Part 40.

*Aliquot:* A fractional part of a specimen used for testing. It is taken as a sample representing the whole specimen.

*Alternate specimen:* An authorized specimen, other than the type of specimen previously collected or attempted to be collected.

*Canceled Test:* A drug or alcohol test that has a problem identified that cannot be or has not been corrected, or which is cancelled. A canceled test is neither positive nor negative.

*Collection Site:* A place selected by the employer where employees present themselves for the purpose of providing a specimen for a drug test.

*Confirmatory Drug Test:* A second analytical procedure performed on a different aliquot of the original specimen to identify and quantify a specific drug or drug metabolite.

*Confirmatory Validity Test:* A second test performed on a different aliquot of the original urine specimen to further support a validity test result.

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

*Covered Employee Under FTA Authority:* An employee who performs a safety-sensitive function including an applicant or transferee who is being considered for hire into a safety-sensitive function (See Attachment A for a list of covered employees).

*Cutoff:* The analytical value (e.g., drug or drug metabolite concentration) used as the decision point to determine a result (e.g., negative, positive, adulterated, invalid, or substituted) or the need for further testing.

*Designated Employer Representative (DER):* An employee authorized by the employer to take immediate action to remove employees from safety-sensitive duties and to make required decisions in testing. The DER also receives test results and other communications for the employer, consistent with the requirements of 49 CFR Parts 40 and 655.

*DOT, The Department, DOT Agency:* These terms encompass all DOT agencies, including, but not limited to, the Federal Aviation Administration (FAA), the Federal Railroad Administration (FRA), the Federal Motor Carrier Safety Administration (FMCSA), the Federal Transit Administration (FTA), the National Highway Traffic Safety Administration (NHTSA), the Pipeline and Hazardous Materials Safety Administration (PHMSA), and the Office of the Secretary (OST). For purposes of 49 CFR Part 40, the United States Coast Guard (USCG), in the Department of Homeland Security, is considered to be a DOT agency for drug testing purposes. These terms include any designee of a DOT agency.

*Dilute specimen:* A urine specimen with creatinine and specific gravity values that are lower than expected for human urine.

*Disabling damage:* Damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated, but does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no spare tire is available, or damage to headlights, taillights, turn signals, horn, or windshield wipers that makes them inoperative.

*Employee:* Any person who is designated in a DOT agency regulation as subject to drug testing and/or alcohol testing. The term includes individuals currently performing safety-sensitive functions designated in DOT agency regulations and applicants for employment subject to pre-employment testing. For purposes of drug testing under 49 CFR Part 40, the

## FTA DRUG AND ALCOHOL TESTING POLICY POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

term employee has the same meaning as the term “donor” as found on CCF and related guidance materials produced by the Department of Health and Human Services.

*Evidential Breath Testing Device (EBT):* A device approved by the NHTSA for the evidential testing of breath at the 0.02 and the 0.04 alcohol concentrations, and appears on ODAPC’s Web page for “Approved Evidential Breath Measurement Devices” because it conforms with the model specifications available from NHTSA.

*Initial Drug Test:* The first test used to differentiate a negative specimen from one that requires further testing for drugs or drug metabolites.

*Initial Specimen Validity Test:* The first test used to determine if a specimen is adulterated, diluted, substituted, or invalid.

*Invalid Result:* The result reported by an HHS-certified laboratory in accordance with the criteria established by the HHS when a positive, negative, adulterated, or substituted result cannot be established for a specific drug or specimen validity test.

*Laboratory:* Any U.S. laboratory certified by HHS under the National Laboratory Certification Program as meeting the minimum standards of HHS; or, in the case of foreign laboratories, a laboratory approved for participation by DOT under 49 CFR Part 40.

*Limit of Detection (LOD):* The lowest concentration at which the analyte (e.g., drug or drug metabolite) can be identified.

*Limit of Quantification (LOQ):* For quantitative assays, the lowest concentration at which the identity and concentration of the analyte (e.g., drug or drug metabolite) can be accurately established.

*Medical Review Officer (MRO):* A licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by the drug testing program who has knowledge of substance abuse disorders, and has appropriate medical training to interpret and evaluate an individual's confirmed positive test result, together with his/her medical history, and any other relevant bio-medical information.

*Negative Dilute:* A drug test result which is negative for the five drug/drug metabolites but has creatinine and specific gravity values that are lower than expected for human urine.

## FTA DRUG AND ALCOHOL TESTING POLICY POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

*Negative result:* The result reported by an HHS-certified laboratory to an MRO when a specimen contains no drug or the concentration of the drug is less than the cutoff concentration for the drug or drug class and the specimen is a valid specimen. An alcohol concentration of less than 0.02 BAC is a negative test result.

*Non-DOT Testing:* Post-accident testing conducted for accident situations that do not meet DOT criteria. Non-DOT testing is conducted under the City's own authority as defined in POL-51-200 Drug Free Workplace.

*Non-negative specimen:* A specimen that is reported as adulterated, substituted, positive (for drug(s) or drug metabolite(s)), or invalid.

*Oral Fluid Specimen:* A specimen that is collected from an employee's oral cavity and is a combination of physiological fluids produced primarily by the salivary glands. An oral fluid specimen is considered to be a direct observation collection for all purposes of 49 CFR Part 40, as amended.

*Oxidizing Adulterant:* A substance that acts alone or in combination with other substances to oxidize drugs or drug metabolites to prevent the detection of the drug or metabolites, or affects the reagents in either the initial or confirmatory drug test.

*Performing (a safety-sensitive function):* A covered employee is considered to be performing a safety-sensitive function and includes any period in which he or she is actually performing, ready to perform, or immediately available to perform such functions.

*Positive result:* The result reported by an HHS- Certified laboratory when a specimen contains a drug or drug metabolite equal or greater to the cutoff concentrations.

*Primary specimen:* In drug testing, the specimen bottle that is opened and tested by a first laboratory to determine whether the employee has a drug or drug metabolite in his or her system; and for the purpose of specimen validity testing. The primary specimen is the portion of the donor's subdivided specimen designated as the primary ("A") specimen by the collector to distinguish it from the split ("B") specimen, as defined in 49 CFR Part 40, as amended.

*Prohibited drug:* Identified as marijuana, cocaine, opioids, amphetamines, or phencyclidine as specified in 49 CFR Part 40, as amended.

## FTA DRUG AND ALCOHOL TESTING POLICY POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

*Reconfirmed:* The result reported for a split (Bottle B) specimen when the second HHS-certified laboratory corroborates the original result reported for the primary (Bottle A) specimen.

*Rejected for Testing:* The result reported by an HHS- Certified laboratory when no tests are performed for specimen because of a fatal flaw or a correctable flaw that has not been corrected.

*Revenue Service Vehicles:* All transit vehicles that are used for passenger transportation service.

*Safety-sensitive functions:* Employee duties identified as:

- a. The operation of a transit revenue service vehicle even when the vehicle is not in revenue service.
- b. The operation of a non-revenue service vehicle by an employee when the operation of such a vehicle requires the driver to hold a Commercial Drivers License (CDL).
- c. Maintaining a revenue service vehicle or equipment used in revenue service.
- d. Controlling dispatch or movement of a revenue service vehicle and
- e. Carrying a firearm for security purposes.

*Specimen:* Fluid, breath, or other material collected from an employee at the collection site for the purpose of a drug or alcohol test.

*Specimen Bottle:* The bottle that, after being sealed and labeled according to the procedures in 49 CFR Part 40, is used to hold a primary ("A") or split ("B") specimen during the transportation to the laboratory. In the context of oral fluid testing, it may be referred to as a "vial", "tube", or "bottle".

*Split Specimen:* In drug testing, the specimen that is sent to a first laboratory and stored with its original seal intact, and which is transported to a second laboratory for retesting at the employee's request following MRO verification of the primary specimen as positive, adulterated or substituted.

## FTA DRUG AND ALCOHOL TESTING POLICY POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

*Split specimen collection:* A collection in which the single specimen collected is divided into two separate specimen bottles, the primary specimen (Bottle A) and the split specimen (Bottle B).

*Substance Abuse Professional (SAP):* A licensed physician (medical doctor or doctor of osteopathy) or licensed or certified psychologist, social worker, employee assistance professional, state-licensed or certified marriage and family therapist, or drug and alcohol counselor (certified by an organization listed at <https://www.transportation.gov/odapc/sap>) with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol related disorders.

*Substituted specimen:* An employee's specimen not consistent with a normal human specimen, as determined by HHS (e.g., a urine specimen, with creatinine and specific gravity values that are so diminished, or so divergent that they are not consistent with normal human urine).

*Test Refusal:* The following are considered a refusal to test if the employee:

- a. Fails to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.
- b. Fails to remain at the collection site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
- c. Fails to attempt to provide a specimen. An employee who does not provide a specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
- d. In the case of a directly-observed or monitored urine collection in a drug test, fails to permit monitoring or observation of your provision of a specimen.
- e. Fails to provide a sufficient quantity of specimen without a valid medical explanation.
- f. Fails or declines to take an additional test as directed by the collector or the employer for drug testing.
- g. Fails to undergo a medical evaluation as required by the MRO or the employer's Designated Employer Representative (DER).
- h. Fails to cooperate with any part of the testing process.



## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

- i. Fails to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed urine collection .
- j. Possesses or wears a prosthetic or other device used to tamper with the collection process.
- k. Admits to the adulteration or substitution of a specimen to the collector or MRO.
- l. Refuses to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
- m. Fails to remain readily available following an accident.
- n. As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

*Undiluted (neat) oral fluid:* An oral fluid specimen to which no other solid or liquid has been added. For example: A collection device that uses a diluent (or other component, process, or method that modifies the volume of the testable specimen) must collect at least 1 mL of undiluted (neat) oral fluid.

*Urine specimen:* Urine collected from an employee at the collection site for the purpose of a drug test.

*Vehicle:* A bus, electric bus, van, automobile, rail car, trolley car, trolley bus, or vessel. A public transit vehicle is a vehicle used for public transportation or for ancillary services.

*Verified negative test:* A drug test result reviewed by a medical review officer and determined to have no evidence of prohibited drug use above the minimum cutoff levels established by the Department of Health and Human Services (HHS).

*Verified positive test:* A drug test result reviewed by a medical review officer and determined to have evidence of prohibited drug use above the minimum cutoff levels specified in 49 CFR Part 40 as revised.

*Validity testing:* The evaluation of the specimen to determine if it is consistent with normal human urine. Specimen validity testing will be conducted on all specimens provided for testing under DOT authority. The purpose of validity testing is to determine whether certain adulterants or foreign substances were added to the specimen, if the specimen was diluted, or if the specimen was altered.

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

#### V. Prohibited Substances

Prohibited substances addressed by this policy include the following:

- a. Illegally Used Controlled substances or Drugs Under the Drug-Free Workplace Act of 1988 any drug or any substance identified in Schedule I through V of Section 202 of the Controlled Substance Act (21 U.S.C. 812), and as further defined by 21 CFR 1308.11 through 1308.15 is prohibited at all times in the workplace unless a legal prescription has been written for the substance. This includes, but is not limited to: marijuana, amphetamines, opioids, phencyclidine (PCP), and cocaine, as well as any drug not approved for medical use by the U.S. Drug Enforcement Administration or the U.S. Food and Drug Administration. Illegal use includes use of any illegal drug, misuse of legally prescribed drugs, and use of illegally obtained prescription drugs. It is important to note that the use of marijuana in any circumstances remains completely prohibited for any safety-sensitive employee subject to drug testing under USDOT regulations. The use of marijuana in any circumstance (including under state recreational and/or medical marijuana laws) by a safety-sensitive employee is a violation of this policy and a violation of the USDOT regulation 49 CFR Part 40, as amended.

Federal Transit Administration drug testing regulations (49 CFR Part 655) require that all employees covered under FTA authority be tested for marijuana, cocaine, amphetamines, opioids and phencyclidine as described in this policy. Illegal use of these five drugs is prohibited at all times and thus, covered employees may be tested for these drugs anytime that they are on duty.

- b. Legal Drugs: The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicates that mental functioning, motor skills, or judgement may be adversely affected must be reported to a Bethel Transit System supervisor and the employee is required to provide a written release from his/her doctor or pharmacist indicating that the employee can perform his/her safety-sensitive functions.
- c. Alcohol: The use of beverages containing alcohol (including mouthwash, medication, food, candy) or any other substances containing alcohol in a manner which violates the conduct listed in this policy is prohibited.

#### VI. Prohibited Conduct

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

- a. Illegal use of the drugs listed in this policy and as defined in 49 CFR Part 40, as amended is prohibited at all times. All covered employees are prohibited from reporting for duty or remaining on duty if they have used a prohibited drug as defined in 49 CFR Part 40, as amended.
- b. Each covered employee is prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. The covered employee will subsequently be relieved of his/her on-call responsibilities and subject to discipline for not fulfilling his/her on-call responsibilities.
- c. The Transit Department shall not permit any covered employee to perform or continue to perform safety-sensitive functions if it has actual knowledge that the employee is using alcohol.
- d. Each covered employee is prohibited from reporting to work or remaining on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater regardless of when the alcohol was consumed.
  - 1) An employee with a breath alcohol concentration which measures 0.02-0.039 is not considered to have violated the USDOT-FTA drug and alcohol regulations, provided the employee hasn't consumed the alcohol within four (4) hours of performing a safety-sensitive duty. However, if a safety-sensitive employee has a breath alcohol concentration of 0.02-0.039, USDOT-FTA regulations require the employee to be removed from the performance of safety-sensitive duties until:
    - i. The employee's alcohol concentration measures less than 0.02; or
    - ii. The start of the employee's next regularly scheduled duty period, but not less than eight hours following administration of the test.
- e. No covered employee shall consume alcohol for eight (8) hours following involvement in an accident or until he/she submits to the post-accident drug/alcohol test, whichever occurs first.
- f. No covered employee shall consume alcohol within four (4) hours prior to the performance of safety-sensitive job functions.
- g. The Bethel Transit System, under its own authority, also prohibits the consumption of alcohol at all times the employee is on duty, or anytime the employee is in uniform.
- h. Consistent with the Drug-free Workplace Act of 1988, all Bethel Transit System employees are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession, or use of prohibited substances in the work place including transit system premises and transit vehicles.

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

#### **VII. Drug Statute Conviction**

Consistent with the Drug Free Workplace Act of 1998, all covered employees are required to notify the Bethel Transit System management of any criminal drug statute conviction for a violation occurring in the workplace within five days after such conviction. Failure to comply with this provision shall result in disciplinary action.

#### **VIII. Testing Requirements**

Drug testing and alcohol testing will be conducted as required by 49 CFR Part 40 as amended. All employees covered under FTA authority shall be subject to testing prior to performing safety-sensitive duty, for reasonable suspicion, following an accident, and random as defined in this policy, and return to duty/follow-up.

A drug test can be performed any time a covered employee is on duty. A reasonable suspicion, random, or follow-up alcohol test can only be performed just before, during, or after the performance of a safety-sensitive job function. Under the Bethel Transit System authority, a non-DOT alcohol test can be performed any time a covered employee is on duty.

All covered employees will be subject to drug and alcohol testing as a condition of ongoing employment with the Bethel Transit System. Any safety-sensitive employee who refuses to comply with a request for testing shall be removed from duty and subject to discipline as defined in this policy.

#### **IX. Drug Testing Procedures**

- a. Testing shall be conducted in a manner to assure a high degree of accuracy and reliability and using techniques, equipment, and laboratory facilities which have been approved by the U.S. Department of Health and Human Service (HHS). All testing will be conducted consistent with the procedures set forth in 49 CFR Part 40, as amended. The procedures will be performed in a private, confidential manner and every effort will be made to protect the employee, the integrity of the drug testing procedure, and the validity of the test result.
- b. The drugs that will be tested for include marijuana, cocaine, opioids, amphetamines, and phencyclidine. After the identity of the donor is checked using picture identification, a urine and/or oral fluid specimen will be collected as described in 49 CFR Part 40, as amended. Each specimen will be accompanied by a DOT Custody

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

- and Control Form and identified using a unique identification number that attributes the specimen to the correct individual. The specimen analysis will be conducted at a HHS certified laboratory. An initial drug screen and validity test will be conducted on the primary specimen. For those specimens that are not negative, a confirmatory test will be performed. The test will be considered positive if the amounts of the drug(s) and/or its metabolites identified by the confirmatory test are at or above the minimum thresholds established in 49 CFR Part 40, as amended.
- c. The test results from the HHS certified laboratory will be reported to a Medical Review Officer. A Medical Review Officer (MRO) is a licensed physician with detailed knowledge of substance abuse disorders and drug testing. The MRO will review the test results to ensure the scientific validity of the test and to determine whether there is a legitimate medical explanation for a confirmed positive, substitute, or adulterated test result. The MRO will attempt to contact the employee to notify the employee of the non-negative laboratory result, and provide the employee with an opportunity to explain the confirmed laboratory test result. The MRO will subsequently review the employee's medical history/medical records as appropriate to determine whether there is a legitimate medical explanation for a non-negative laboratory result. If no legitimate medical explanation is found, the test will be verified positive or refusal to test and reported to the Bethel Transit System. If a legitimate explanation is found, the MRO will report the test result as negative.
  - d. If the test is invalid without a medical explanation, a retest will be conducted under direct observation. Employees do not have access to a test of their split specimen following an invalid result.
  - e. Any covered employee who questions the results of a required drug test may request that the split sample be tested. The split sample test must be conducted at a second HHS-certified laboratory. The test must be conducted on the split sample that was provided by the employee at the same time as the primary sample. The method of collecting, storing, and testing the split sample will be consistent with the procedures set forth in 49 CFR Part 40, as amended. The employee's request for a split sample test must be made to the Medical Review Officer within 72 hours of notice of the original sample verified test result. Requests after 72 hours will only be accepted at the discretion of the MRO if the delay was due to documentable facts that were beyond the control of the employee. Bethel Transit System will ensure that the cost for the split specimen analysis is covered in order for a timely analysis of the sample, however Bethel Transit System will seek reimbursement for the split sample test from the employee.
  - f. If the analysis of the split specimen fails to confirm the presence of the drug(s) detected in the primary specimen, if the split specimen is not able to be analyzed, or

## FTA DRUG AND ALCOHOL TESTING POLICY POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

if the results of the split specimen are not scientifically adequate, the MRO will declare the original test to be canceled.

g. Observed collections

1) Consistent with 49 CFR Part 40, as amended, collection under direct observation with no advance notice will occur if:

- i. The laboratory reports to the MRO that a specimen is invalid, and the MRO reports to Bethel Transit System that there was not an adequate medical explanation for the result;
- ii. The MRO reports to Bethel Transit System that the original positive, adulterated, or substituted test result had to be cancelled because the test of the split specimen could not be performed;
- iii. The laboratory reported to the MRO that the urine specimen was negative-dilute with a creatinine concentration greater than or equal to 2 mg/dL but less than or equal to 5 mg/dL, and the MRO reported the urine specimen as negative-dilute and that a second collection must take place under direct observation (see §40.197(b)(1)).
- iv. The collector observes materials brought to the collection site or the employee's conduct clearly indicates an attempt to tamper with a specimen;
- v. The temperature on the original urine specimen was out of range (See §40.65(b)(5));
- vi. Anytime the employee is directed to provide another specimen because the original specimen appeared to have been tampered with (See §40.65(c)(1)).
- vii. All follow-up-tests; or
- viii. All return-to-duty tests

2) Urine collections that are required to be directly observed will be conducted by a person of the same gender as the donor as required by 49 CFR Part 40.67.

### **X. Alcohol Testing Procedures**

- a. Tests for breath alcohol concentration will be conducted utilizing a National Highway Traffic Safety Administration (NHTSA)-approved Evidential Breath Testing device (EBT) operated by a trained Breath Alcohol Technician (BAT).

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

- A list of approved EBTs can be found on ODAPC's Web page for "Approved Evidential Breath Measurement Devices". Alcohol screening tests may be performed using a non-evidential testing device (alcohol screening device (ASD)) which is also approved by NHTSA. A list of approved ASDs can be found on ODAPC's Web page for "Approved Screening Devices to Measure Alcohol in Bodily Fluids". If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results of the initial test. The confirmatory test must occur on an EBT. The confirmatory test will be conducted no sooner than fifteen minutes after the completion of the initial test. The confirmatory test will be performed using a NHTSA-approved EBT operated by a trained BAT. The EBT will identify each test by a unique sequential identification number. This number, time, and unit identifier will be provided on each EBT printout. The EBT printout, along with an approved alcohol testing form, will be used to document the test, the subsequent results, and to attribute the test to the correct employee. The test will be performed in a private, confidential manner as required by 49 CFR Part 40, as amended. The procedure will be followed as prescribed to protect the employee and to maintain the integrity of the alcohol testing procedures and validity of the test result.
- b. A confirmed alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of this policy. The consequences of a positive alcohol test are described in this policy. Even though an employee who has a confirmed alcohol concentration of 0.02 to 0.039 is not considered positive, the employee shall still be removed from duty for at least eight hours or for the duration of the work day whichever is longer and will be subject to the consequences described in this policy. An alcohol concentration of less than 0.02 will be considered a negative test.
  - c. The Bethel Transit System affirms the need to protect individual dignity, privacy, and confidentiality throughout the testing process. If at any time the integrity of the testing procedures or the validity of the test results is compromised, the test will be canceled. Minor inconsistencies or procedural flaws that do not impact the test result will not result in a cancelled test.

## FTA DRUG AND ALCOHOL TESTING POLICY POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

- d. The alcohol testing form (ATF) required by 49 CFR Part 40 as amended, shall be used for all FTA required testing. Failure of an employee to sign step 2 of the ATF will be considered a refusal to submit to testing.

### **XI. Pre-Employment Testing**

- a. All applicants for covered transit positions shall undergo drug testing prior to performance of a safety-sensitive function.
  - 1) All offers of employment for covered positions shall be extended conditional upon the applicant passing a drug test. An applicant will not be allowed to perform safety-sensitive functions unless the applicant takes a drug test with verified negative results.
  - 2) An employee shall not be placed, transferred or promoted into a position covered under FTA authority or company authority until the employee takes a drug test with verified negative results.
  - 3) If an applicant fails a pre-employment drug test, the conditional offer of employment shall be rescinded and the applicant will be provided with a list of at least two (2) USDOT qualified Substance Abuse Professionals. Failure of a pre-employment drug test will disqualify an applicant for employment for a period of at least one year. Before being considered for future employment the applicant must provide the employer proof of having successfully completed a referral, evaluation and treatment plan as described in section 655.62 of subpart G. The cost for the assessment and any subsequent treatment will be the sole responsibility of the applicant.
  - 4) When an employee being placed, transferred, or promoted from a non-covered position to a position covered under FTA authority or company authority submits a drug test with a verified positive result, the employee shall be subject to disciplinary action in accordance with this policy.
  - 5) If a pre-employment test is canceled, the Bethel Transit System will require the applicant to take and pass another pre-employment drug test.
  - 6) In instances where a FTA covered employee does not perform a safety-sensitive function for a period of 90 consecutive days or more regardless of reason, and during that period is not in the random testing pool the



## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

employee will be required to take a pre-employment drug test under 49 CFR Part 655 and have negative test results prior to the conduct of safety-sensitive job functions.

- 7) Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.
- 8) Applicants are required (even if ultimately not hired) to provide the Bethel Transit System with signed written releases requesting USDOT drug and alcohol records from all previous, USDOT-covered, employers that the applicant has worked for within the last two years. Failure to do so will result in the employment offer being rescinded. The Bethel Transit System is required to ask all applicants (even if ultimately not hired) if they have tested positive or refused to test on a pre-employment test for a USDOT covered employer within the last two years. If the applicant has tested positive or refused to test on a pre-employment test for a USDOT covered employer, the applicant must provide the Bethel Transit System proof of having successfully completed a referral, evaluation and treatment plan as described in section 655.62 of subpart G.

## **XII. Reasonable Suspicion Testing**

- a. All Bethel Transit System FTA-covered employees will be subject to a reasonable suspicion drug and/or alcohol test when the employer has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. Reasonable suspicion shall mean that there is objective evidence, based upon specific, contemporaneous, articulable observations of the employee's appearance, behavior, speech or body odor that are consistent with possible drug use and/or alcohol misuse. Reasonable suspicion referrals must be made by one or more supervisors who are trained to detect the signs and symptoms of drug and alcohol use, and who reasonably concludes that an employee may be adversely affected or impaired in his/her work performance due to possible prohibited substance abuse or alcohol misuse. A reasonable suspicion alcohol test can only be conducted just before, during, or just after the performance of a safety-sensitive job function. However, under the Bethel Transit System's authority, a non-DOT reasonable suspicion alcohol test may be performed any time the covered employee

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

is on duty. A reasonable suspicion drug test can be performed any time the covered employee is on duty.

- b. The Bethel Transit System shall be responsible for transporting the employee to the testing site. Supervisors should avoid placing themselves and/or others into a situation which might endanger the physical safety of those present. The employee shall be placed on administrative leave pending disciplinary action described in this policy. An employee who refuses an instruction to submit to a drug/alcohol test shall not be permitted to finish his or her shift and shall immediately be placed on administrative leave pending disciplinary action as specified in this policy.
- c. A written record of the observations which led to a drug/alcohol test based on reasonable suspicion shall be prepared and signed by the supervisor making the observation. This written record shall be submitted to the Bethel Transit System.
- d. When there are no specific, contemporaneous, articulable objective facts that indicate current drug or alcohol use, but the employee (who is not already a participant in a treatment program) admits the abuse of alcohol or other substances to a supervisor in his/her chain of command, the employee shall be referred for assessment and treatment consistent with this policy. The Bethel Transit System shall place the employee on administrative leave in accordance with the provisions set forth under this policy. Testing in this circumstance would be performed under the direct authority of the Bethel Transit System. **Since the employee self-referred to management, testing under this circumstance would not be considered a violation of this policy or a positive test result under Federal authority.** However, self-referral does not exempt the covered employee from testing under Federal authority as specified in this policy or the associated consequences.

### **XIII. Post-Accident Testing**

- a. FATAL ACCIDENTS – A covered employee will be required to undergo drug and alcohol testing if they are involved in an accident with a transit vehicle, whether or not the vehicle is in revenue service at the time of the accident, that results in a fatality. This includes all surviving covered employees that are operating the vehicle at the time of the accident and any other whose performance could have contributed to the accident, as determined by the employer using the best information available at the time of the decision.
- b. NON-FATAL ACCIDENTS – A post-accident test of the employee operating the public transportation vehicle will be conducted if an accident occurs and at least one of the following conditions is met:

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

- 1) The accident results in injuries requiring immediate medical treatment away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident.
- 2) One or more vehicles incurs disabling damage as a result of the occurrence and must be transported away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident

In addition, any other covered employee whose performance could have contributed to the accident, as determined by the employer using the best information available at the time of the decision, will be tested.

As soon as practicable following an accident, as defined in this policy, the transit supervisor investigating the accident will notify the transit employee operating the transit vehicle and all other covered employees whose performance could have contributed to the accident of the need for the test. The supervisor will make the determination using the best information available at the time of the decision.

The appropriate transit supervisor shall ensure that an employee, required to be tested under this section, is tested as soon as practicable, but no longer than eight (8) hours of the accident for alcohol, and no longer than 32 hours for drugs. If an alcohol test is not performed within two hours of the accident, the Supervisor will document the reason(s) for the delay. If the alcohol test is not conducted within (8) eight hours, or the drug test within 32 hours, attempts to conduct the test must cease and the reasons for the failure to test documented.

Any covered employee involved in an accident must refrain from alcohol use for eight (8) hours following the accident, or until he/she undergoes a post-accident alcohol test.

An employee who is subject to post-accident testing who fails to remain readily available for such testing, including notifying a supervisor of his or her location if he

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

or she leaves the scene of the accident prior to submission to such test, may be deemed to have refused to submit to testing.

Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident, or to prohibit an employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary emergency medical care.

In the rare event that the Bethel Transit System is unable to perform an FTA drug and alcohol test (i.e., employee is unconscious, employee is detained by law enforcement agency), The Bethel Transit System may use drug and alcohol post-accident test results administered by local law enforcement officials in lieu of the FTA test. The local law enforcement officials must have independent authority for the test and the employer must obtain the results in conformance with local law.

#### **IX. Random Testing**

- a. All covered employees will be subjected to random, unannounced testing. The selection of employees shall be made by a scientifically valid method of randomly generating an employee identifier from the appropriate pool of safety-sensitive employees. Individuals who may be covered under company authority will be selected from a pool of non-DOT-covered individuals.
- b. The dates for administering unannounced testing of randomly selected employees shall be spread reasonably throughout the calendar year, day of the week and hours of the day.
- c. The number of employees randomly selected for drug/alcohol testing during the calendar year shall be not less than the percentage rates set each year by the FTA administrator. The current year testing rates can be viewed online at <https://www.transportation.gov/odapc/random-testing-rates>.
- d. Each covered employee shall be in a pool from which the random selection is made. Each covered employee in the pool shall have an equal chance of selection each time the selections are made. Employees will remain in the pool and subject to selection, whether or not the employee has been previously tested. There is no discretion on the part of management in the selection.

## FTA DRUG AND ALCOHOL TESTING POLICY POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

- e. Covered transit employees that fall under the Federal Transit Administration regulations will be included in one random pool maintained separately from the testing pool of non-safety-sensitive employees that are included solely under the Bethel Transit System authority.
- f. Random tests can be conducted at any time during an employee's shift for drug testing. Alcohol random tests can only be performed just before, during, or just after the performance of a safety sensitive duty. However, under the Bethel Transit System's authority, a non-DOT random alcohol test may be performed any time the covered employee is on duty. Testing can occur during the beginning, middle, or end of an employee's shift.
- g. Employees are required to proceed immediately to the collection site upon notification of their random selection.

### **X. Return-to-Duty Testing**

The Bethel Transit System will terminate the employment of any employee that tests positive or refuses a test as specified in this policy. However, in the rare event an employee is reinstated with court order or other action beyond the control of the transit system, the employee must complete the return-to-duty process prior to the performance of safety-sensitive functions. All covered employees who previously tested positive on a drug or alcohol test or refused a test, must test negative for drugs, alcohol (below 0.02 for alcohol), or both and be evaluated and released by the Substance Abuse Professional before returning to work. Following the initial assessment, the SAP will recommend a course of rehabilitation unique to the individual. The SAP will recommend the return-to-duty test only when the employee has successfully completed the treatment requirement and is known to be drug and alcohol-free and there are no undue concerns for public safety. The SAP will determine whether the employee returning to duty will require a return-to-duty drug test, alcohol test, or both.

### **XI. Follow-Up Testing**

Covered employees that have returned to duty following a positive or refused test will be required to undergo frequent, unannounced drug and/or alcohol testing

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

following their return-to-duty test. The follow-up testing will be performed for a period of one to five years with a minimum of six tests to be performed the first year. The frequency and duration of the follow-up tests (beyond the minimums) will be determined by the SAP reflecting the SAP's assessment of the employee's unique situation and recovery progress. Follow-up testing should be frequent enough to deter and/or detect a relapse. Follow-up testing is separate and in addition to the random, post-accident, reasonable suspicion and return-to-duty testing.

In the instance of a self-referral or a management referral, the employee will be subject to non-USDOT follow-up tests and follow-up testing plans modeled using the process described in 49 CFR Part 40. However, all non-USDOT follow-up tests and all paperwork associated with an employee's return-to-work agreement that was not precipitated by a positive test result (or refusal to test) does not constitute a violation of the Federal regulations will be conducted under company authority and will be performed using non-DOT testing forms.

## **XII. Result of Drug/Alcohol Test**

- a. Any covered employee that has a verified positive drug or alcohol test, or test refusal, will be immediately removed from his/her safety-sensitive position, informed of educational and rehabilitation programs available, and will be provided with a list of at least two (2) USDOT qualified Substance Abuse Professionals (SAP) for assessment, and will be terminated.
- b. Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.
- c. Refusal to submit to a drug/alcohol test shall be considered equivalent to a positive test result and a direct act of insubordination and shall result in termination and referral to a list of USDOT qualified SAPs. A test refusal is defined as any of the following circumstances:
  - 1) Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.
  - 2) Fail to remain at the collection site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

- 3) Fail to attempt to provide a specimen. An employee who does not provide a specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
  - 4) In the case of a directly-observed or monitored urine collection in a drug test, fail to permit monitoring or observation of your provision of a specimen.
  - 5) Fail to provide a sufficient quantity of specimen without a valid medical explanation.
  - 6) Fail or decline to take an additional test as directed by the collector or the employer for drug testing.
  - 7) Fail to undergo a medical evaluation as required by the MRO or the employer's Designated Employer Representative (DER).
  - 8) Fail to cooperate with any part of the testing process.
  - 9) Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed urine collection.
  - 10) Possess or wear a prosthetic or other device used to tamper with the collection process.
  - 11) Admit to the adulteration or substitution of a specimen to the collector or MRO.
  - 12) Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
  - 13) Fail to remain readily available following an accident.
  - 14) As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.
- d. An alcohol test result of  $\geq 0.02$  to  $\leq 0.039$  BAC shall result in the removal of the employee from duty for eight hours or the remainder of the work day whichever is longer. The employee will not be allowed to return to safety-sensitive duty for his/her next shift until he/she submits to a NONDOT alcohol test with a result of less than 0.02 BAC.
- e. In the instance of a self-referral or a management referral, disciplinary action against the employee shall include:

## FTA DRUG AND ALCOHOL TESTING POLICY

### POL-51-220

See Also: POL 51-200 Drug Free Workplace

Adopted by: Bethel City Council

49 CFR Parts 40 and 655, as amended

- 1) Mandatory referral for an assessment by an employer approved counseling professional for assessment, formulation of a treatment plan, and execution of a return-to-work agreement;
- 2) Failure to execute, or remain compliant with the return-to-work agreement shall result in termination from the Bethel Transit System employment.
  - i. Compliance with the return-to-work agreement means that the employee has submitted to a drug/alcohol test immediately prior to returning to work; the result of that test is negative; the employee is cooperating with his/her recommended treatment program; and, the employee has agreed to periodic unannounced follow-up testing as described in this policy; however, all follow-up testing performed as part of a return-to-work agreement required under this policy is under the sole authority of the Bethel Transit System and will be performed using non-DOT testing forms.
- 3) Refusal to submit to a periodic unannounced follow-up drug/alcohol test shall be considered a direct act of insubordination and shall result in termination. **All tests conducted as part of the return-to-work agreement will be conducted under company authority and will be performed using non-DOT testing forms.**
- 4) **A self-referral or management referral to the employer's counseling professional that was not precipitated by a positive test result does not constitute a violation of the Federal regulations and will not be considered as a positive test result in relation to the progressive discipline defined in this policy.**
- 5) Periodic unannounced follow-up drug/alcohol testing conducted as a result of a self-referral or management referral which results in a verified positive shall be considered a positive test result in relation to the progressive discipline defined in this policy.
- 6) A Voluntary Referral does not shield an employee from disciplinary action or guarantee employment with the Bethel Transit System.
- 7) A Voluntary Referral does not shield an employee from the requirement to comply with drug and alcohol testing.



## FTA DRUG AND ALCOHOL TESTING POLICY POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

- f. Failure of an employee to report within five days a criminal drug statute conviction for a violation occurring in the workplace shall result in termination.

### **XIII. Grievance and Appeal**

The consequences specified by 49 CFR Part 40.149 (c) for a positive test or test refusal is not subject to arbitration.

### **XIV. Proper Application of the Policy**

The Bethel Transit System is dedicated to assuring fair and equitable application of this substance abuse policy. Therefore, supervisors/managers are required to use and apply all aspects of this policy in an unbiased and impartial manner. Any supervisor/manager who knowingly disregards the requirements of this policy, or who is found to deliberately misuse the policy in regard to subordinated, shall be subject to disciplinary action, up to and including termination.

### **XV. Information Disclosure**

- a. Drug/alcohol testing records shall be maintained by the Bethel Transit System Drug and Alcohol Program Manager and, except as provided below or by law, the results of any drug/alcohol test shall not be disclosed without express written consent of the tested employee.
- b. The employee, upon written request, is entitled to obtain copies of any records pertaining to their use of prohibited drugs or misuse of alcohol including any drug or alcohol testing records. Covered employees have the right to gain access to any pertinent records such as equipment calibration records, and records of laboratory certifications. Employees may not have access to SAP follow-up testing plans.
- c. Records of a verified positive drug/alcohol test result shall be released to the Drug and Alcohol Program Manager, and other transit system management personnel on a need-to-know basis.
- d. Records will be released to a subsequent employer only upon receipt of a written request from the employee.
- e. Records of an employee's drug/alcohol tests shall be released to the adjudicator in a grievance, lawsuit, or other proceeding initiated by or on behalf of the tested individual arising from the results of the drug/alcohol test. The records will be released to the decision maker in the proceeding.

## FTA DRUG AND ALCOHOL TESTING POLICY POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

- f. Records will be released to the National Transportation Safety Board during an accident investigation.
- g. Information will be released in a criminal or civil action resulting from an employee's performance of safety-sensitive duties, in which a court of competent jurisdiction determines that the drug or alcohol test information is relevant to the case and issues an order to the employer to release the information. The employer will release the information to the decision maker in the proceeding with a binding stipulation that it will only be released to parties of the proceeding.
- h. Records will be released to the DOT or any DOT agency with regulatory authority over the employer or any of its employees.
- i. Records will be released if requested by a Federal, state or local safety agency with regulatory authority over the Bethel Transit System or the employee.
- j. If a party seeks a court order to release a specimen or part of a specimen contrary to any provision of Part 40 as amended, necessary legal steps to contest the issuance of the order will be taken
- k. In cases of a contractor or sub-recipient of a state department of transportation, records will be released when requested by such agencies that must certify compliance with the regulation to the FTA.

### **XVI. Adoption**

This Policy was originally adopted by the Bethel City Council as the "FTA Zero Tolerance Policy" on September 27, 2016 with most recent revision date as noted. Adoption and revisions are memorialized through Action Memoranda.

Effective Date: September 27, 2016

Applies to: Bethel Transit System Employees

Revised Date: April 9, 2024

## FTA DRUG AND ALCOHOL TESTING POLICY POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

### TTACHMENT A

| Job Title              | Job Duties                                                                                                                                                                                                                                                                                                                  | Testing Authority |
|------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| <b>Transit Manager</b> | <i>The Transit Manager organizes Bethel's public transit system, recruits qualified drivers and initiates transit service. The Transit Manager is responsible for the day-to-day operations of the Bethel Transit System and serves as back-up driver as needed to ensure continuity of transit services to the public.</i> | FTA               |
| <b>Driver</b>          | <i>The Driver safely operates the City's transit bus vehicles on an assigned route and in conformance to a set schedule. The driver makes deviations as directed by the Transit Manager to ensure compliance with applicable laws. The driver handles cash and maintains daily service logs.</i>                            | FTA               |
| <b>Mechanic</b>        | <i>The Mechanic diagnoses, repairs and performs maintenance on City-owned transit bus vehicles.</i>                                                                                                                                                                                                                         | FTA               |

Effective Date: September 27, 2016

Applies to: Bethel Transit System Employees

Revised Date: April 9, 2024

## FTA DRUG AND ALCOHOL TESTING POLICY POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

### ATTACHMENT B CONTACTS

Any questions regarding this policy or any other aspect of the substance abuse policy should be directed to the following individual(s).

#### Bethel Transit System Drug and Alcohol Program Manager

Name: Laura Cloward

Title: Director, Human Resources

Address: PO Box 1388, Bethel AK 99559

Telephone Number: 907-543-1371

Name: Evon Fox

Title: Bethel Transit System Manager

Address: PO Box 1388, Bethel AK 99559

Telephone Number: 907-543-3039

#### Third Party Administrator

*Contact for Medical Review Officer, Substance Abuse Professional, HHS Certified Laboratory  
Primary Specimen, HHS Certified Laboratory Split Specimen*

Name: Beacon Occupational Health and Safety Services

Title: Third Party Administrator

Address: daadministrators@beaconohss.com

Telephone Number: 907-787-2214

Effective Date: September 27, 2016

Applies to: Bethel Transit System Employees

Revised Date: April 9, 2024

## FTA DRUG AND ALCOHOL TESTING POLICY POL-51-220

See Also: POL 51-200 Drug Free Workplace  
49 CFR Parts 40 and 655, as amended

Adopted by: Bethel City Council

### EMPLOYEE ACKNOWLEDGMENT

The FTA Drug and Alcohol Testing Policy for the Bethel Transit System describes important information about the City's requirements under the Federal Transit Administration and my responsibilities as a City employee working in a FTA-designated safety-sensitive position supporting the Bethel Transit System.

I understand that I should consult the Human Resources Director regarding any questions not answered in this Policy.

Since the requirements described here are necessarily subject to change, I acknowledge that revisions to this policy may occur. All such changes will be communicated through official notices, and I understand that revised information may supersede, modify, or eliminate existing policies.

Furthermore, I acknowledge that I have received a copy of this policy and I understand that it is my responsibility to read and comply with the requirements made by the City of Bethel and any revisions made to it.

Employee Name: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_



April 2, 2024

#### Administrative Report of Liquor License Renewal.

In the matter of considering a protest of Fili's Restarant's Restaurant Eating Place liquore license located at 110 Osage Street, Bethel, AK 99559; Lic.# 5445, Administration does not find cause to protest the renewal of the license at this time. In accordance with Bethel Municipal Code 5.08, the following findings were made:

Finance Director- Fili's Pizza is compliant and up to date.

Planning Director- The location is compliant with the Conditional Use Permit issued by the Planning Commission on February 2, 2016.

Police Chief- There were 22 calls for service and 3 arrests at the location between March 15, 2023 and March 15, 2024. Calls for service were compared to other locations service beer and wine and were found to have a similar number and type of calls.

Fire Chief- There were 28 Emergency Services calls and 4 Fire calls to the location between March 17, 2023 and March 17, 2024.

Bill Arnold, Acting City Manager



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,  
and Economic Development

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

March 14, 2024

From: [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov) ; [amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)

Licensee: Marina Inc

DBA: Fili's Pizza

VIA email: [sunwin@innatwhittier.com](mailto:sunwin@innatwhittier.com); [brenda@jdwounsel.com](mailto:brenda@jdwounsel.com)

Local Government 1: Bethel

Local Government 2: N/A

Via Email: [lstrickler@cityofbethel.net](mailto:lstrickler@cityofbethel.net); [cityclerk@cityofbethel.net](mailto:cityclerk@cityofbethel.net)

Community Council: N/A

Via Email: N/A

RE: Restaurant or Eating Place License #5445 Combined Renewal Notice

|                             |                                                                                                                                         |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>License Number:</b>      | 5445                                                                                                                                    |
| <b>License Type:</b>        | Restaurant or Eating Place                                                                                                              |
| <b>Licensee:</b>            | Marina Inc                                                                                                                              |
| <b>Doing Business As:</b>   | Fili's Pizza                                                                                                                            |
| <b>Physical Address:</b>    | 110 Osage Street                                                                                                                        |
| <b>Designated Licensee:</b> | Sloan Unwin                                                                                                                             |
| <b>Phone Number:</b>        | 907-887-9871                                                                                                                            |
| <b>Email Address:</b>       | <a href="mailto:sunwin@innatwhittier.com">sunwin@innatwhittier.com</a> ; <a href="mailto:brenda@jdwounsel.com">brenda@jdwounsel.com</a> |

☒ **License Renewal Application**

☐ **Endorsement Renewal Application**

**Dear Licensee:**

Our staff has reviewed your application after receiving your application and required fees. Your renewal documents appear to be in order, and I have determined that your application is complete for purposes of AS 04.11.510, and AS 04.11.520.

Your application is now considered complete and will be sent electronically to the local governing body(ies), your community council if your proposed premises is in Anchorage or certain locations in the Matanuska-Susitna Borough, and to any non-profit agencies who have requested notification of applications. The local governing body(ies) will have 60 days to protest the renewal of your license.

Your application will be scheduled for the **April 16<sup>th</sup>, 2024**, board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The

board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a).

Please feel free to contact us through the [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov) email address if you have any questions.

**Dear Local Government:**

We have received completed renewal applications for the above listed licenses within your jurisdiction. This is the notice required under AS 04.11.480. A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license with one or more endorsement, or issuance of an endorsement by sending the director and the applicant a protest and the reasons for the protest in a clear and concise statement within 60 days of the date of the notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer.

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had reasonable opportunity to defend the application before the meeting of the local governing body.

If you have any questions, please email [amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov).

**Dear Community Council (Municipality of Anchorage and Mat-Su Borough only)**

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This letter serves to provide written notice to the above referenced entities regarding the above application, as required under AS 04.11.310(b) and AS 04.11.525.

Please contact the local governing body with jurisdiction over the proposed premises for information regarding review of this application. Comments or objections you may have about the application should first be presented to the local governing body.

If you have any questions, please email [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov)

Sincerely,

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

Joan M. Wilson, Director  
907-269-0350





AMCO

DEC 07 2023

Alcohol and Marijuana Control Office  
550 W 7<sup>th</sup> Avenue,  
Suite 1600  
Anchorage, AK 99501  
[alcohol.licensing@alaska.gov](mailto:alcohol.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

**Form AB-17: 2024/2025 General Renewal Application**

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than January 2, 2024 per AS 04.11.270, 3 AAC 305.050, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by February 28, 2024 will be expired per AS 04.11.540, 3 AAC 305.050(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the mandatory fees and all documents required, or the application will be returned without being processed, per AS 04.11.270.
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

**Section 1 - Establishment Contact Information**

|                                                                   |              |            |      |
|-------------------------------------------------------------------|--------------|------------|------|
| Doing Business As:                                                | Fili's Pizza | License #: | 5445 |
| If your mailing address has changed, write the NEW address below: |              |            |      |
| Mailing Address:                                                  |              |            |      |
| City:                                                             |              | State:     |      |
|                                                                   |              | ZIP:       |      |

**Section 2 - Licensee Contact Information**

**Contact Licensee:** The individual listed below must be part of the ownership structure of the licensee listed in Section 1. This person will be the designated point of contact regarding this license unless the Optional contact is completed.

|                   |                                                                                |                |              |
|-------------------|--------------------------------------------------------------------------------|----------------|--------------|
| Contact Licensee: | Sloane Unwin                                                                   | Contact Phone: | 907-887-9871 |
| Contact Email:    | sunwin@innatwhittier.com, canderson@innatwhitter.com, toddallenperez@gmail.com |                |              |

**Optional:** If you wish for AMCO staff to communicate with anyone other than the Contact Licensee (such as legal counsel) about your license, list their information below:

|                  |                                                                     |                |              |
|------------------|---------------------------------------------------------------------|----------------|--------------|
| Name of Contact: | Attorney Jana Weltzin and Staff                                     | Contact Phone: | 907-231-3750 |
| Contact Email:   | jana@jdw counsel.com, brenda@jdw counsel.com, randi@jdw counsel.com |                |              |

**Section 3 - for Package Stores ONLY: Written Order Information**

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2024 and/or 2025? If so, you will need to apply for a Shipping Endorsement here:  
<https://accis.elicense365.com/#>

YES NO  
☐ ☒

**Section 4 - Ownership Structure Certification**

Did the ownership structure of the licensed business change in 2022/2023?

YES NO  
☐ ☒

If Yes, and you have NOT notified AMCO, list the updated information on form AB-39: Change of Officers and submit with your renewal application.  
If No, certify the statement below by initialing the box to the right of the statement:

I certify that the ownership structure of the business who owns this alcohol license did not change in any way during the calendar years 2022 or 2023.

*Shu*

*Paid CC in Accis*



## Form AB-17: 2024/2025 License Renewal Application

## Section 5 – License Operation

Unless you operated more than 240 hours in 2022 or 2023, check ONE BOX for EACH CALENDAR YEAR that best describes how this alcoholic beverage license was operated as set forth in AS 04.11.330:

- |                                                                                                                                                                                                                                                                                                                                                                 | 2022                     | 2023                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| 1. The license was <b>only operated during a specified time</b> each year. (Not to exceed 6 months per year)<br><i>If your operation dates have changed, list them below:</i><br>_____ to _____                                                                                                                                                                 | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.<br><i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i>                                                                                                                                | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i> | <input type="checkbox"/> | <input type="checkbox"/> |

## Section 6 - Violations and Convictions

- |                                                                                                                                                                   | YES                                 | NO                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|
| Have any Notices of Violation been issued for this license in 2022 or 2023?                                                                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Has any person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2022 or 2023? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
- If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2). If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.*

## Section 7 – Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 305, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license and have provided all required documents for any new or changes of officers.
- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 305.700.
- 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.

AMCO

DEC 07 2023

Paid CC in Accis

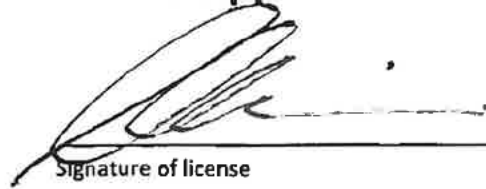


Alaska Alcoholic Beverage Control Board

Form AB-17: 2024/2025 License Renewal Application

Sloane Unwin

Printed name of licensee

  
Signature of licensee

**Restaurant and Eating Place** applications must include a completed AB-33: Restaurant Receipts Affidavit

**Recreational Site** applications must include a completed AB-36: Recreational Site Statement

**Tourism** applications must include a completed AB-37: Tourism Statement

**Wholesale** applications must include a completed AB-25: Supplier Certification

**Common Carrier** applications must include a current safety inspection certificate

All renewal and supplemental forms are available online:

<https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx>

FOR OFFICE USE ONLY

|                 |            |                  |           |            |            |
|-----------------|------------|------------------|-----------|------------|------------|
| License Fee:    | \$ 1250.00 | Application Fee: | \$ 300.00 | Misc. Fee: | \$         |
| Total Fees Due: |            |                  |           |            | \$ 1550.00 |

AMCO

[Form AB-17] (rev 10/9/2023)

paid CC in  
ACCIS

DEC 07 2023

Page 3 of 3



Alaska Alcoholic Beverage Control Board

**Form AB-33: 2024/2025 Restaurant Receipts Affidavit**

**What is this form?**

A restaurant or eating place licensee must file a complete copy of this form along with its 2024/2025 license renewal application, in order to provide evidence to the Alcoholic Beverage Control Board that this licensed restaurant's receipts from the sale of food upon the licensed premises constitute no less than 50% of the gross receipts (food + alcohol sales) of the licensed premises for each calendar year in 2022 and 2023, as currently required by AS 04.11.100(e) which will be repealed once AS 04.09.210(e) is in effect January 1, 2024. This form is confidential.

This form must be completed and submitted with Form AB-17 to AMCO's main office before a license renewal application may be reviewed.

**Section 1 – Establishment Information**

This form is being submitted for the following license:

|                    |                         |            |      |
|--------------------|-------------------------|------------|------|
| Licensee:          | Marina Inc              | License #: | 5445 |
| License Type:      | Restaurant/Eating Place |            |      |
| Doing Business As: | Fili's Pizza            |            |      |

**Section 2 – Gross Receipts for 2022 and 2023**

Please fill out the following information carefully, contact AMCO staff if you have questions regarding this form. Enter the dollar amounts of the food and gross (food + alcohol) receipts on the licensed premises and calculate the percentage of gross revenue that is from food sales on the licensed premises for each calendar year. (Food Revenue ÷ Gross Revenue x 100 = %)

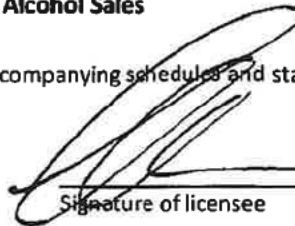
|                         |   |                           |         |                      |                        |
|-------------------------|---|---------------------------|---------|----------------------|------------------------|
| \$ <input type="text"/> | ÷ | \$ <input type="text"/>   | X 100 = | <input type="text"/> | %                      |
| 2022 Food Sales         |   | 2022 Food + Alcohol Sales |         | 50                   | 2022 Percent from Food |

|                         |   |                           |         |                      |                        |
|-------------------------|---|---------------------------|---------|----------------------|------------------------|
| \$ <input type="text"/> | ÷ | \$ <input type="text"/>   | X 100 = | <input type="text"/> | %                      |
| 2023 Food Sales         |   | 2023 Food + Alcohol Sales |         | 51                   | 2023 Percent from Food |

I declare under penalty of perjury that this form, including all accompanying schedules and statements, is true, correct, and complete.

**Sloane Unwin**

Printed name of licensee

  
Signature of licensee



# Notice of Violation

(3AAC 304.525)

This form, all information provided and responses are public documents per Alaska Public Records ACT AS 40.25

Date: 5/19/23

Licensee: Marina, Inc.

DBA: Fili's Pizza

License #/Type: 5445 Restaurant/Eating Place

Address: 110 Osage Street, Bethel, AK

AMCO Case #: AM230136

This is a notice to you as licensee that an alleged violation has occurred. If the Alcoholic Beverage Control Board decides to act against your license, under the provisions of AS 44.62.330 - AS 44.62.630 (Administrative Procedures Act) you will receive an Accusation and Notice of your right to an Administrative Hearing.

**Note: This is not an accusation or a criminal complaint.**

On 01/24/2023, AMCO Enforcement received a report that Fili's Pizza, restaurant/eating place license #5445, in Bethel, Alaska, was selling more alcohol than food and stated they were concerned "the restaurant has turned into more of a bar than a restaurant." Additional concerns have been received from the Bethel Police Department that the premises may be over-serving customers. A restaurant/eating place license is required to have 50% or more of their sales in food.

On 02/10/2023 at approximately 1945 hrs. I was parked in the parking lot of Fili's Pizza in an unmarked vehicle wearing plainclothes when I saw a male walk out of the premises and attempt to stand in the arctic entryway of Fili's Pizza. The man displayed signs of being obviously drunken, staggering, stumbling and had difficulty maintaining his balance. The man attempted to get into a cab but was refused a ride from the cab. Concerned for the man's safety I called Bethel PD and watched the man while I waited for uniformed officers to respond. The man staggered down Osage Street falling down three times. Bethel PD was not able to respond due to being tied up on another call. I ensured the man was not hit by a car and made sure he safely made it home.

After I ensured the drunken person made it to a safe location I returned to Fili's Pizza, went inside and ordered food and a soda, while I saw at a table to observe activity. The dining area was fairly busy and I noticed most of the customers were drinking beer or wine with fewer tables having food than alcohol.

On 03/24/2023, I was in Bethel on military orders for the Alaska State Defense Force (ASDF) along with over twenty other ASDF soldiers from across the state for training and community engagement at the Cama-I Festival. While staffing an information table at Cama-I Festival, Lt. Wigner from Bethel PD contacted me and asked if I could go on-duty for AMCO to respond to Fili's Pizza for possible over-service. I told him I would be unable to since I was on military duty but to please send me any reports of activity.

On the morning of 03/25/2023, Major (Alaska) Ryan Sharratt and Chief Warrant Officer 5 (Alaska) Hamilton Long told me they were having dinner at Fili's Pizza and were harassed by an obviously drunken person. MAJ (AK) Sharratt said they were in military uniforms sitting at a table eating dinner when a drunken male confronted them and told them they "weren't wanted here." MAJ (AK) Sharratt said the man asked the "bartender" for a beer at a table but the bartender told the man he needed to get the beer at the counter. MAJ (AK) Sharratt said the drunken man went to the counter where the "bartender" sold the man two bottles of beer. Both MAJ (AK) Sharratt and CWO5 (AK) Long thought the location was more of a bar than restaurant based on the amount of customers drinking alcohol and not eating food. Both MAJ (AK) Sharratt and CWO5 (AK) Long described the man who confronted them as a "drunk" based on his observed behavior including speech, balance, red, watery eyes.

Your attention is drawn to:

AS 04.16.030. Prohibited conduct relating to drunken persons.

(a) A licensee, an agent, or employee may not with criminal negligence

(1) sell, give, or barter alcoholic beverages to a drunken person;

(2) allow another person to sell, give, or barter an alcoholic beverage to a drunken person within licensed premises;

(3) allow a drunken person to enter and remain within licensed premises or to consume an alcoholic beverage within licensed premises;

(4) permit a drunken person to sell or serve alcoholic beverages.

You are directed to respond in writing to this Notice of Violation within 10 days of receipt to explain what action you have taken to prevent a re-occurrence of this violation. FAILURE TO RESPOND TO THIS NOTICE OF VIOLATION WITHIN 10 DAYS WILL RESULT IN YOUR APPEARANCE, EITHER IN PERSON OR TELEPHONICALLY, BEFORE THE ABC BOARD AT THEIR NEXT REGULARLY SCHEDULED BOARD MEETING.

**\*Please send your response to the address below and include your alcohol license number in your response.**

3 AAC 304.525 (B) provides that upon receipt of a Notice of Violation, a licensee may request to appear before the Director and be heard regarding the Notice of Violation. The request must be made within ten days after receipt of the Notice and the Director must grant an appearance within ten days after receipt of a request. A Licensee shall respond, either orally or in writing, to the Notice.

**Alcohol & Marijuana Control Office**

**ATTN: Enforcement**

**550 W. 7<sup>th</sup> Ave, Suite 1600**

**Anchorage, Alaska 99501**

**amco.enforcement@alaska.gov**

Issuing Investigator: M. Chiesa

SIGNATURE: 

Delivered VIA: Mail

Received by:

SIGNATURE:

Date:

**AMCO**

**DEC 07 2023**

updated 9/30/21

Tracking #: 7021 0950 0001 6766 9117



Jana D. Weltzin  
Licensed in Alaska & Arizona  
901 Photo Ave, Second Floor  
Anchorage, Alaska 99503  
Phone 907-231-3750  
JDW, LLC  
jana@jdwcounsel.com

May 30, 2023

Director Wilson:

Please see the attached letter from Marina, Inc. regarding AMCO Case#: AM230136.

Truly and Sincerely Yours,

A handwritten signature in black ink, consisting of a large, stylized 'J' followed by a horizontal line and a small flourish.

Jana D. Weltzin, Esq.

AMCO

DEC 07 2023

1 | Page



May 30, 2023

Dear Honorable ABC Board Members & Enforcement:

This letter is in response to AMCO Case#: AM-230136, received by our restaurant, Fili's Pizza, license #5445, located in Bethel, Alaska. We received the above-referenced Notice of Violation ("NOV") on May 19, 2023; several incidents were reported and referenced that need to be addressed. We also want to thank Enforcement for bringing these issues to our attention, and we are working hard to ensure any situation described in the NOV never occurs again on our licensed premises. We recognize that our ability to serve beer and wine at our restaurant is a privilege, and we will work diligently to ensure compliance.

The first date listed on the notice is January 24, 2023, which references a report that the restaurant had turned into a bar but did not state how or why they felt that way, other than "concerns" from Bethel PD of "over-service." If there have been reports of this happening, and our customers were over-served to the point that the police department was repeatedly involved, we were unaware of this issue until the above-referenced NOV was provided to us. We are actively taking steps, as outlined below, to address these concerns.

The second date and incident referenced is on February 10, 2023, where a plainclothes officer saw an alleged inebriated person leave the restaurant and personally intervened to get them home safely. We greatly appreciate the officer intervening and ensuring a community member got home safely; however, we do want to point out that it is very likely that person attempted to enter our restaurant and was turned away by our wait staff and not served if the person was already intoxicated. Our staff is fully trained in the signs of inebriation; the staff would have asked him to leave immediately if he were staggering, stumbling, and having difficulty maintaining his balance, as the officer mentions in his report. There is no reference by the officer regarding him seeing this individual drink or purchasing any alcohol of any kind in our establishment. He only saw the individual in the arctic entryway, leaving alone. We have a pretty long list of individuals that have been "86'ed" from our restaurant, and we turn those people away as soon as they enter the establishment. This person could have been already drunk when they entered the premises and turned away for service because of that fact, or the person could have been on our 86 list and was asked to leave the premises.

Marina, Inc.  
3351 Arctic Blvd  
Anchorage, Alaska 99503  
P: 907-751 6800, E: info@innatwhittier.com

AMCO

DEC 07 2023



Another unfortunate possibility is the pre-drink patron. Unfortunately, in Bethel, we wrestle with a well-known community issue of “pre-drink,” which is when folks drink hard alcohol before entering a restaurant and then come into the restaurant. At first, they appear sober and safe for beer and wine service. But then, slowly, it’ll become apparent that they have been drinking right before coming into the restaurant and quickly start showing signs of inhibition. We have trained our staff on this pre-drink issue, but we have more work and training to do to combat this issue. When a person starts showing signs of intoxication after one beer, that is a clear sign of the pre-drink, and we stop service and may ask them to leave the premises. Most of the time, provided they are respectful and not disturbing other customers, we encourage them to eat their food order before leaving.

In regards to the February 10, 2023 incident and the office mentioned that “[m]ost of the customers were drinking beer or wine with fewer tables having food than alcohol.” It is not typical practice to serve alcohol without food, even though we do allow it, but this NOV gave us something to ponder. We believe if we offered a more robust menu, with options that go far beyond the typical pizzeria, then there would be more options for all patrons for food choices. Upon this reflection, and to combat the “bar-like” concerns, we are launching a newly revised menu. This menu will include our traditionally offered items, pizza, salads, etc. – but will also offer more gourmet items, such as steak, chicken, shrimp skewers, crab, varying pasta dishes, seared tuna, and poke bowls. We think there is a need in the Bethel community for us to provide to the community a more diverse menu to appeal to a wider demographic than your typical pizza and beer consumer. This NOV has inspired us to expand our business model – we will launch this newly revised menu within 3-4 weeks of this response. We are excited about the new options, and our team is working hard on the presentation and preparations needed to launch these new dishes.

The third date and incident referenced is on March 25, 2023, in which Major Sharratt and Chief Warrant Officer Long reported to Investigator Chiesa that they felt harassed by a person whom they felt was drunk in the restaurant. They also reported that the individual purchased two beers from the counter service in the restaurant and made a general observation that they felt more customers were purchasing more beer than food. As an initial comment, we want to make sure it is clear that we honor and respect our military, so for one of our customers to make disparaging comments to uniformed military officers causes us much distress. Having our staff serve additional alcohol to such an individual adds insult to injury. Since March 25, we have hired a new manager – we relocated him from Anchorage, and he has

Marina, Inc.  
3351 Arctic Blvd  
Anchorage, Alaska 99503  
P: 907-751-6800, E: info@innatwhittier.com

AMCO

DEC 07 2023





25 years of restaurant management experience. We have had and will continue to have additional training with our

staff regarding the signs of impairment and to watch carefully for folks that look sober when entering but, over time, tend to show symptoms of the *pre-drink* phenomena.

Notwithstanding the foregoing, we do want to mention the dates of this incident as well, the night of March 24 was the opening ceremony for the Cama-I Dance Festival (in which 2023 was the first year back since COVID), and there were many individuals from all over Alaska in Bethel that weekend for the festival and activities. It does not excuse anyone being inebriated or disrespectful towards our military in our restaurant; as owners of Filis, we support the military in every way and are grateful for their service, unfortunately, but this is another instance of an influx of individuals that would not usually be in Bethel, and with the alcohol laws being the way they are, people cannot legally purchase alcohol anywhere other than restaurants, so when they come to a damp community from a dry community and want to legally drink they are required to come to a restaurant to be served.

Unfortunately, this is an issue; however, as responsible business owners, we are taking the following steps to change the misconception that our restaurant is being used as a bar and to prevent anyone from thinking that we have ever over-served any individual or that we are non-compliant with the ABC Board, regulations, or statutes.

1. We have replaced two restaurant managers, and in such a small town (and as an industry wide issue), the staff turnover, in general, has not been good in the last six months; so, to right the ship, we have hired a new restaurant manager with 25 years of experience from the Lower 48 and have relocated him from Anchorage to Bethel.
2. We will be conducting training for all of our staff to ensure they are educated in the laws regarding the consumption and service of alcohol and remain compliant with their TAPS certification requirements.
3. Effective immediately, we will close business every day at 11:00 pm instead of midnight.
4. We are introducing a new menu that will be more restaurant heavy. Along with pizza, potato skins, appetizers, and burgers, we will introduce pasta, seafood, crab, seared tuna, chicken, steak, seafood skewers, and a poke bowl.
5. We will be reinforcing the 86 list and expanding it as needed.
6. We are in the process of redeveloping our website to reflect the new elegant restaurant vibe we are working towards and reflect the new hours of operation.
7. Beer and wine will only be served to individuals sitting at the counter for service or at a table, and we will not serve individuals who walk up to the counter requesting alcohol.

Marina, Inc.  
3351 Arctic BLVD  
Anchorage, Alaska 99503  
P: 907-751 6800, E: info@innatwhittier.com

AMCO

DEC 07 2023



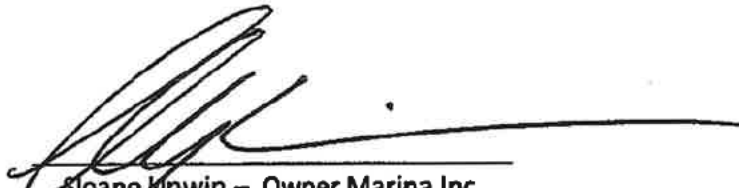
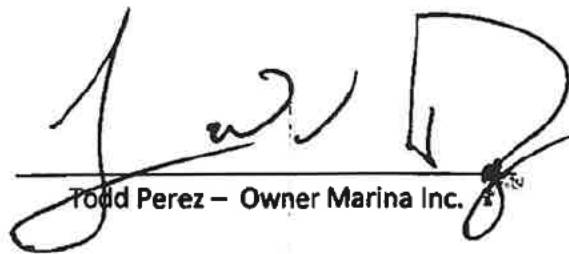
8. Individuals will not be able to obtain alcohol directly from the counter staff.

As business owners, we are pledging to ensure that there is never another misconception that Fili's Pizza has ever overserved or that the restaurant is out of compliance with ABC and AMCO's Enforcement. Please understand that it was not our intention to make anyone believe that we have/are over-serving patrons.

Feel free to contact us with any questions or concerns. Our counsel Jana Weltzin will be available at the August ABC meeting, and we will be available on Zoom to address any additional concerns or questions the ABC members may have.

We very much appreciate your time and commitment to our industry and our communities.

Respectfully Submitted,

  
Sloane Enwin – Owner Marina Inc.  
Todd Perez – Owner Marina Inc.

Marina, Inc.  
3351 Arctic BLVD  
Anchorage, Alaska 99503  
P: 907-751-6800, E: info@innatwhittier.com

AMCO

DEC 07 2023



William Arnold, Acting City Manager  
300 Chief Eddie Hoffman HWY  
PO Box 1388 Bethel, AK 99559  
P: (907) 543-1373  
C: (907)545-0111  
warnold@cityofbethel.net

## **MEMORANDUM**

**DATE:** 4/2/2024  
**TO:** City Council  
**FROM:** Bill Arnold, Acting City manager  
**SUBJECT:** Manager's Report

**During the last few weeks, we have interviewed two Finance Director candidates and have reached out to both for a second round of interviews, and one responded. We did have a second round of interviews and are still working on the process.**

**For the Police Chief, we had three candidates interviewed. During the process we eliminated one and did a second round of interviews with the other two candidates.**

**The FY22 Audit is well under way and the city needs to submit the ARPA reports to the auditors to finish it. They should have it back to the city within a few weeks.**

**If you remember at the beginning of the winter, there was a sewer truck that fell through the ice on H-Marker Lake. The insurance adjuster did come out to Bethel to perform an inspection of the truck and has totaled it. The insurance company will be paying for the truck at a value of \$178,605.**



March 6, 2024

Bill Arnold  
City of Bethel  
P.O. Box 1388  
Bethel, Alaska 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.

Sincerely,  
DOWL

A handwritten signature in blue ink, appearing to read "Chase A. Nelson".

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

Attachment(s): Budget Status Table

| <b>Project Description</b>                        | <b>Task Order</b> | <b>GL Code</b> | <b>Total Budget</b> | <b>Billed</b> | <b>Remaining</b> |
|---------------------------------------------------|-------------------|----------------|---------------------|---------------|------------------|
| 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         | \$30,281.06   | \$18,718.94      |
| Yukon Kuskokwim Health and Fitness Center Repairs | TO #28            | 400-50-9692    | \$124,266.00        | \$116,008.33  | \$8,257.67       |
| Utility Rate Study                                | TO #39            | 100-51-6325    | \$94,431.00         | \$89,860.36   | \$4,570.64       |
| Chemical Storage Building                         | TO #45            | 660-70-6892    | \$330,929.00        | \$263,702.39  | \$67,226.61      |
| Transit Center Boiler Replacement                 | TO #46            | 560-50-6890    | \$85,320.00         | \$59,587.60   | \$25,732.40      |
| Dog Pound Facility Concept Design                 | TO #49            | 100-61-6890    | \$209,349.00        | \$98,262.91   | \$111,086.09     |
| General Planning Services                         | TO #52            | 100-54-6320    | \$158,180.00        | \$149,963.75  | \$8,216.25       |
| QFC#2 Lift Station                                | TO #55            | 660-50-6320    | \$107,855.00        | \$91,862.18   | \$15,992.82      |
| WTP Automation Study                              | TO #56            | 510-84-6890    | \$67,630.00         | \$28,142.32   | \$39,487.68      |
| Police Tower Estimate                             | TO #59            | 100-61-6890    | \$64,047.00         | \$21,032.10   | \$43,014.90      |
| Well Testing                                      | TO #61            | 510-83-6335    | \$24,197.00         | \$21,163.50   | \$3,033.50       |
| Bethel Hts/Martina Oscar W&S                      | TO #63            | 631-50-6324    | \$233,140.00        | \$149,188.85  | \$83,951.15      |
| Lagoon Assessment                                 | TO #66            | 510-87-6320    | \$56,101.00         | \$22,299.01   | \$33,801.99      |



**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: April 1, 2024  
TO: Bill Arnold, Acting City Manager  
FROM: Daron Solesbee, Fire Chief  
SUBJECT: Management Report, March 2024

**Daron  
Solesbee**

Digitally signed by  
Daron Solesbee  
Date: 2024.04.01  
16:26:15 -08'00'

**Current Events**

- 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 a fire and life safety inspection and several security checks during the 2024 Cama'i Dance Festival.
- The department is developing an Active Shooter/Hostile Event Response (ASHER) drill tentatively planned for May 2024. This planned training will assist the department in policy development, training, and effective responses to these incidents.
- It's that season, so 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**

- Staff and volunteers are receiving continuous Driver/Operator and Pump Operator training on the use and maintenance of department vehicles, pumps, and specialty equipment.
- Staff have completed several online, classroom, and skill drill training sessions covering various topics including firefighting, hazardous materials, emergency medical treatment, fire inspection, fire investigation, and fire prevention.
- On 03/05/2024 at 7:00 p.m., an EMT Meeting was held at the fire station. Responders reviewed and practiced various splinting techniques for extremity trauma scenarios.
- On 03/14/2024 at 7:00 p.m., a Fire Meeting was held at the fire station. Firefighters reviewed the use of portable fire extinguishers and conducted several live-fire drills with Class A, B, and C fuels.
- On 03/19/2024 at 7:30 p.m., a Quarterly Trauma Review was held at the hospital's Blueberry Conference Room. Responders and hospital providers reviewed two trauma incidents.
- On 03/28/2024 at 7:00 p.m., a Fire Meeting was held at the fire station. Firefighters reviewed fire suppression techniques for vehicle fires and roadway incidents.

## **Responses**

- Between 03/01/2024 and 03/31/2024, the Bethel Fire Department responded to 138 EMS and 21 Fire incidents.
- See attached reports for Fire and EMS response breakdowns.

## **Budget/Financial**

- The department is operating within its FY2024 operational budget, with the exception of overages in the personnel budget, of which a budget modification will be submitted to City Council.

## **Grants**

- The department will continue to seek grant funding for fire and EMS equipment, additional staffing, replacement fire apparatus and ambulances, and other equipment.
- The department was awarded funding for security cameras and fencing for the Draeger Fire Training Facility through the AKDHS SHSP Grant.

## **Property Maintenance**

- An incident report and photos were submitted to City Administration about minor damage caused to some shingles on City's Hall's roof by Truck-1 during a Driver/Operator training drill.
- 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.

## **Staffing/Recruitment**

- The department is recruiting one Fire Captain (PS6A, Base Pay is \$75,399/yr + DOE).
- The department is recruiting one Firefighter/EMT (PS2A, Base Pay is \$52,373/yr + DOE).
- The department re-hired Daniel Chakuchin as a Firefighter/EMT. Welcome back to BFD, DJ!
- The department hired Austin Kirby and Scott Kawagley as Firefighter/EMT Trainees. They will receive training in EMT-1, Basic Fire Ground Operations, and Firefighter-1. Hopefully, they will become qualified to apply for one of the full-time Firefighter/EMT positions.
- The department will start the BFD Student Work Program with LKSD in the coming months. This program will allow high school students to gain valuable work experience and skills while volunteering at the fire station during school hours.
- 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. Once more personnel are hired, trained, and meet qualifications, we will return to the regular three 24-hour Kelly Shift model.

- 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 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.

| <b>FIRE DEPARTMENT VEHICLE STATUS</b> |                         |             |                                                                                                                                                  |
|---------------------------------------|-------------------------|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Vehicle</b>                        | <b>Type</b>             | <b>Year</b> | <b>Status</b>                                                                                                                                    |
| Medic 4                               | Ambulance               | 1999        | <i>(Reserve Ambulance) In service. <b>Will be replaced soon (Braun Northwest, Inc.)</b></i>                                                      |
| Medic 5                               | Ambulance, Light Rescue | 2019        | <i>(Frontline Ambulance) In service.</i>                                                                                                         |
| Medic 6                               | Ambulance               | 2017        | <i>(Second-Out Ambulance) In service.</i>                                                                                                        |
| <b>Medic 7</b>                        | <b>Ambulance</b>        | <b>2024</b> | <b>Specification is under review by department.</b>                                                                                              |
| Engine 5                              | Pumper                  | 2023        | In Service. Alaska Safety installed the MSA Evolution 6000 thermal imaging camera, TIC charger, flashlights, and flashlight chargers in the cab. |
| Engine 4                              | Pumper                  | 2013        | In service. Pump packing rings need to be tightened and/or replaced. Generator issues. Transmission and engine need service.                     |
| <b>Engine 3</b>                       | <b>Pumper</b>           | <b>1986</b> | <b>Out of Service (In storage at Port Storage Yard)</b>                                                                                          |
| Truck 1                               | Ladder Truck            | 2017        | In service. Transmission and engine serviced in October.                                                                                         |
| Com 1                                 | SUV                     | 2021        | In service. Vehicle serviced by V&E, battery voltage problem resolved, 3-plug adapter installed for block                                        |

|           |                    |      |                                                                                                                                                                                                                                                |
|-----------|--------------------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|           |                    |      | heater, battery warmer, and battery maintainer/charger.                                                                                                                                                                                        |
| Com 2     | Pickup             | 2014 | In service.                                                                                                                                                                                                                                    |
| Com 3     | Pickup             | 2004 | In service. Fair condition. Seats need to be replaced.                                                                                                                                                                                         |
| Honda 1   | ATV                | 2004 | In service.                                                                                                                                                                                                                                    |
| Honda 2   | ATV                | 2004 | In service.                                                                                                                                                                                                                                    |
| Fire Boat | Public Safety Boat | 2004 | Out of Service (In storage at Port Storage Yard)<br>Needs new outboard motor (obsolete/frequent breakdowns). Needs a replacement steering system, preferably hydraulic. Intermittent fuel starvation issue (fuel pump) that causes sputtering. |

## Search Parameters

**Data Types:** Emergency Medical Services

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

**Agencies:** Bethel Fire Department

**Date Range:** Previous Month (03/01/2024 to 03/31/2024)

**Date Bin:** Day

**States:** Alaska

**Counties:** Bethel Census Area

### biospatial Symptoms (match at least 1):

Abdominal pain, Abuse or Neglect, Agitation, Alcohol, Altered consciousness, Anorexia, Anosmia, Apnea, Assault, Benzodiazepine, Blisters, Blurred vision, Body aches, Bronchiolitis, Bronchitis, Chills, Cocaine, Conjunctivitis, COPD, Cough, COVID-19, Crack, Dehydration, Diaphoresis, Diarrhea, Domestic Violence, Drooling, Drug, Drunk, Dyspnea, Earache, Epiglottitis, Fentanyl, Eye pain, Faintness, Fever, Food poisoning, Gastroenteritis, Gastrointestinal, Generalized weakness, Heat-related illness, Hemoptysis, Hoarseness, Hypertension, Hypoglycemia, Hypoxia, Influenza, Injure, Intentional, Intoxication, Irritable, Lacrimation, Lethargy, Local paralysis, Lower respiratory infection, LSD, Lymphadenopathy, Malaise, Marijuana, MDMA, Melena, Methadone, Methamphetamine, Miosis, Mpox, Narcan, Nausea, Opioid treatment, Oral mucosal changes, Overdose, Oxycodone, Painkiller, Pale, PCP, Pinpoint, Pleural effusion, Pleuritic pain, Pneumonia, Poison, Pregnant, Psilocybin, Psych, Psychiatric, Pulmonary edema, Rash, Respiratory distress, Rhinitis, Seizure, Sinusitis, Slur, Sore throat, Stridor, Suboxone, Suicide, Suicide attempt, Suicide ideation, Tachypnea, Travel/Contact - Asia, Travel/Contact - China, Travel/Contact - Europe, Travel/Contact - Iran, Travel/Contact - Italy, Twitching, Unconscious, Unresponsive, Upper respiratory congestion, Upper respiratory infection, Violence, Viral symptoms, Vomiting, Wheezing, Xylazine

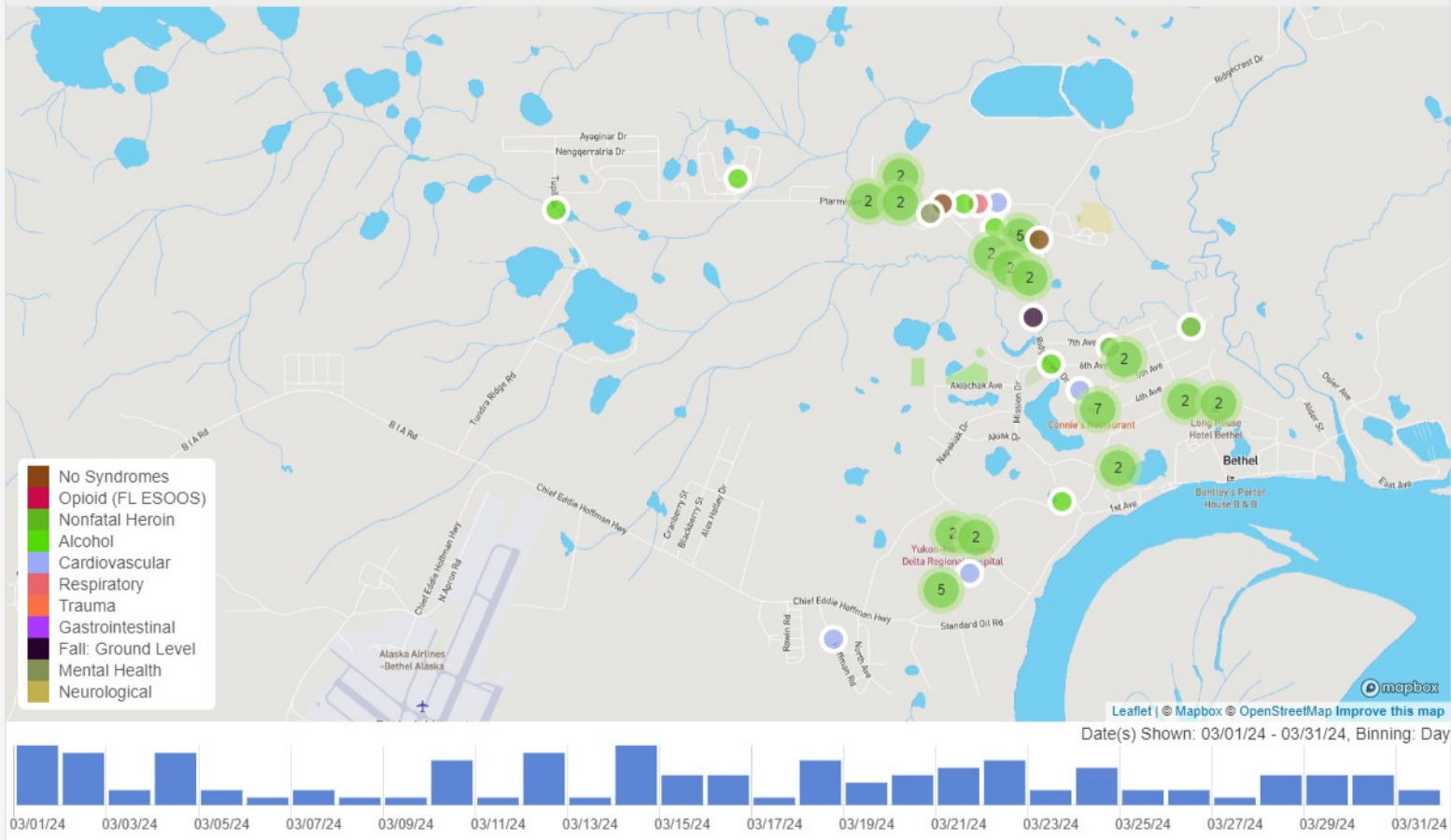
### Types of Service Requested:

Emergency Response (Primary Response Area); Emergency Response (Intercept); Emergency Response (Mutual Aid); Hospital to Hospital Transfer; Hospital to Non-Hospital Transfer; Non-Hospital to Hospital Transfer; Non-Hospital to Non-Hospital Transfer; Administrative Operations; Crew Transport Only; Mobile Integrated Health Care Encounter; Mortuary Services; Non-Patient Care Rescue/Extrication; Other Routine Medical Transport; Public Assistance; Transport of Organs or Body Parts; Evaluation for Special Referral/Intake Programs; Standby; Support Services

**Minimum Alert Threshold:** ● Moderate

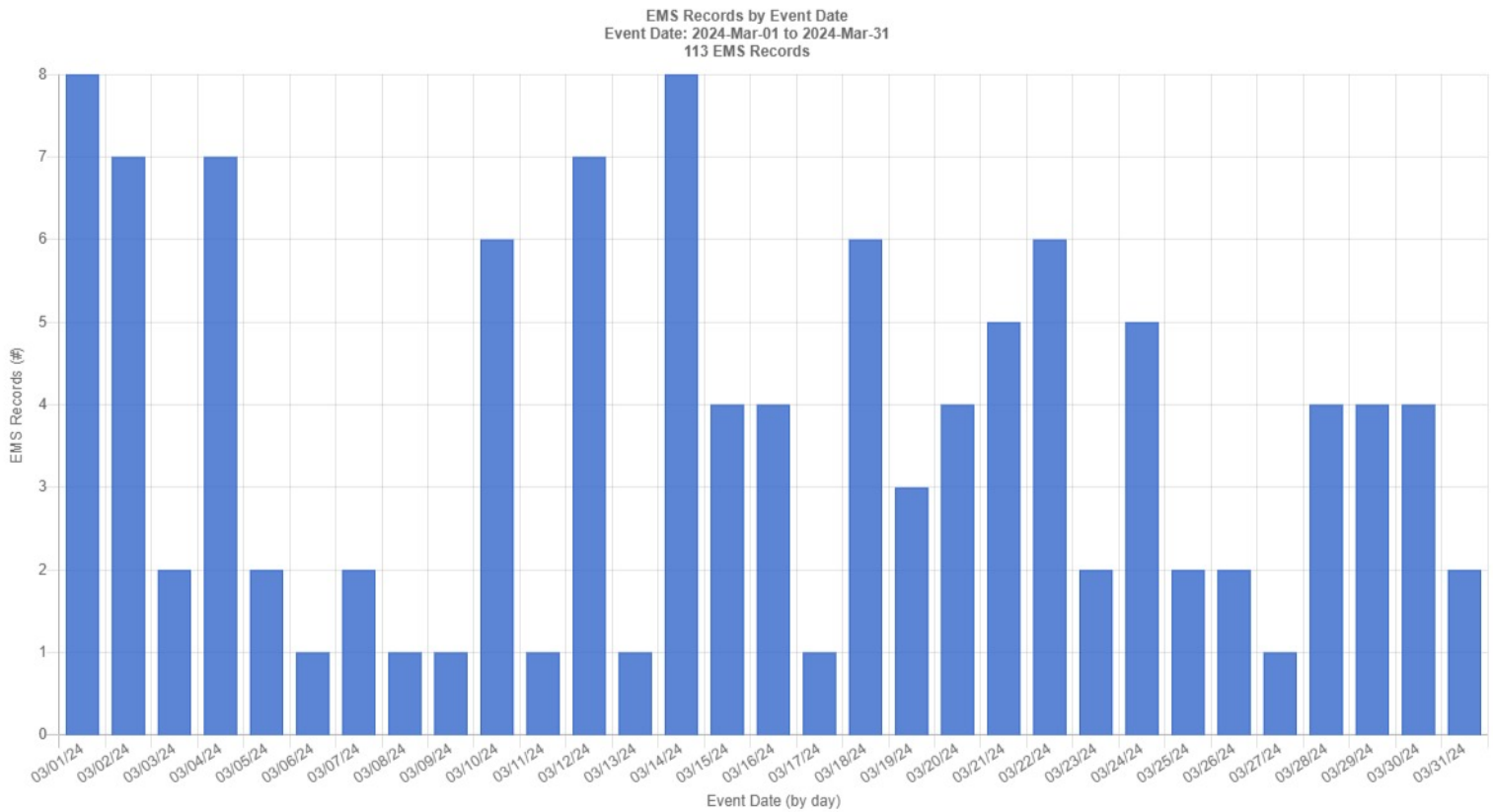
## Map

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

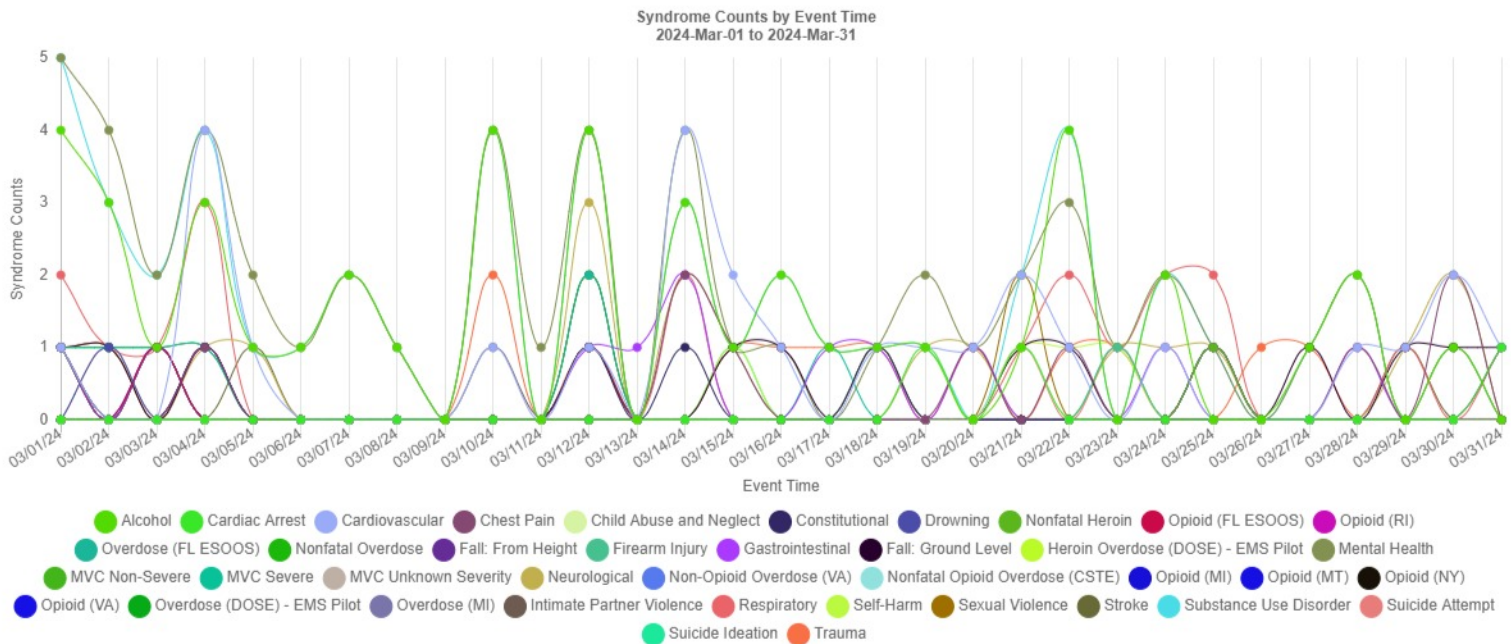


Data Explorer: EMS Records by Event Date

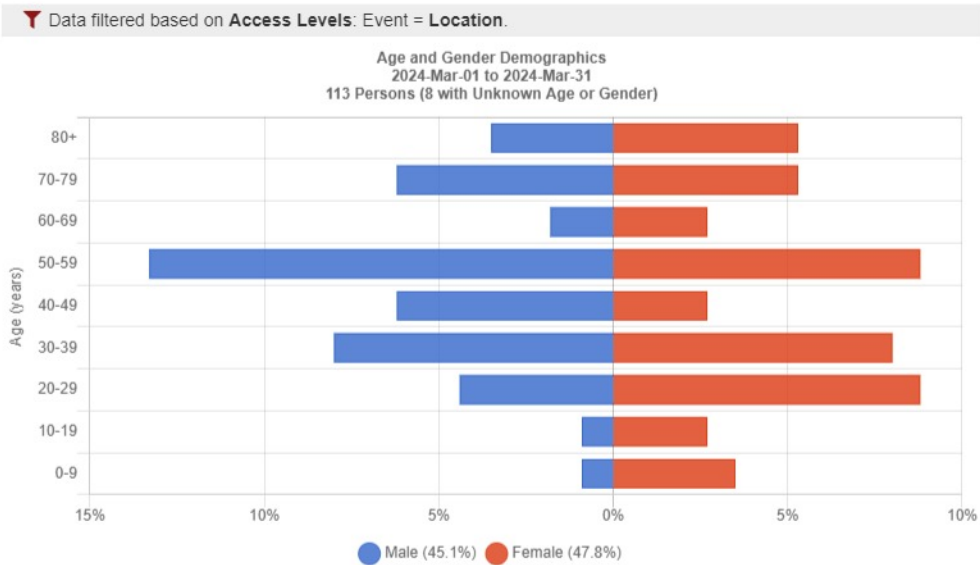
Data filtered based on **Access Levels:** Event = **Location**. Operational = **Full**.



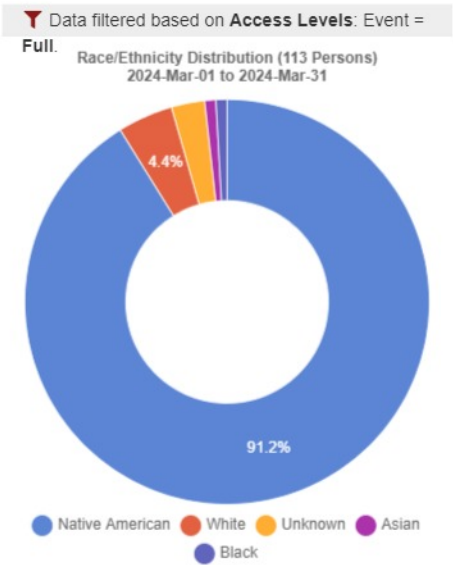
Syndrome Counts by Time



Age and Gender Distribution



Race/Ethnicity



# Bethel Fire Department

Bethel, AK

This report was generated on 4/1/2024 2:39:15 PM



## Incident Type per Zone for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Start Date: 03/01/2024 | End Date: 03/31/2024

| INCIDENT TYPE                                                    | INCIDENT STATUS | # INCIDENTS |
|------------------------------------------------------------------|-----------------|-------------|
| <b>Zone: 10 - Airport</b>                                        |                 |             |
| 511 - Lock-out                                                   | Reviewed        | 2           |
| <b>Zone: 2 - East Ave., Hanger Lake Road, Osier Street</b>       |                 |             |
| 733 - Smoke detector activation due to malfunction               | Completed       | 1           |
| <b>Zone: 3 - 3rd Ave, 4th Ave, 5th Ave, 6th Ave, and 7th Ave</b> |                 |             |
| 111 - Building fire                                              | Completed       | 1           |
| 511 - Lock-out                                                   | Reviewed        | 1           |
| 511 - Lock-out                                                   | Completed       | 1           |
| <b>Zone: 5 - City Subdivision</b>                                |                 |             |
| 511 - Lock-out                                                   | Reviewed        | 2           |
| 511 - Lock-out                                                   | Completed       | 3           |
| 611 - Dispatched & cancelled en route                            | Completed       | 1           |
| 731 - Sprinkler activation due to malfunction                    | Completed       | 1           |
| 735 - Alarm system sounded due to malfunction                    | Reviewed        | 1           |
| <b>Zone: 6 - ASHA Housing (Bethel Heights)</b>                   |                 |             |
| 331 - Lock-in (if lock out , use 511 )                           | Reviewed        | 1           |
| 424 - Carbon monoxide incident                                   | Completed       | 2           |
| 511 - Lock-out                                                   | Reviewed        | 1           |
| 531 - Smoke or odor removal                                      | Completed       | 1           |
| 611 - Dispatched & cancelled en route                            | Completed       | 1           |
| <b>Zone: 7 - Airport Road to Blueberry Subdivision</b>           |                 |             |
| 511 - Lock-out                                                   | Completed       | 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  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2024

GENERAL FUND

|                                            | PERIOD ACTUAL   | YTD ACTUAL      | BUDGET          | UNEXPENDED      | PCNT    |
|--------------------------------------------|-----------------|-----------------|-----------------|-----------------|---------|
| <u>FIRE DEPARTMENT</u>                     |                 |                 |                 |                 |         |
| 100-60-6000 SALARIES                       | 351,675.60      | 351,675.60      | 792,237.00      | 440,561.40      | 44.4    |
| 100-60-6004 LONGEVITY BONUS                | .00             | .00             | 10,000.00       | 10,000.00       | .0      |
| 100-60-6010 FLSA OVERTIME                  | 124,481.54      | 124,481.54      | 120,000.00      | ( 4,481.54)     | 103.7   |
| 100-60-6011 CALL BACK OVERTIME             | 37,190.25       | 37,190.25       | 50,000.00       | 12,809.75       | 74.4    |
| 100-60-6022 HOLIDAY PAY                    | 24,641.19       | 24,641.19       | 15,000.00       | ( 9,641.19)     | 164.3   |
| 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        | 997.64          | 997.64          | .00             | ( 997.64)       | .0      |
| 100-60-6031 PAYABLE MEDICARE FICA          | 8,148.32        | 8,148.32        | 14,532.00       | 6,383.68        | 56.1    |
| 100-60-6032 UNEMPLOYMENT                   | .00             | .00             | 17,840.00       | 17,840.00       | .0      |
| 100-60-6033 WORKERS' COMPENSATION          | 8,066.09        | 8,066.09        | 25,891.00       | 17,824.91       | 31.2    |
| 100-60-6034 PERS                           | 115,046.72      | 115,046.72      | 220,492.00      | 105,445.28      | 52.2    |
| 100-60-6040 EMPLOYEE GROUP BENEFITS        | 73,614.42       | 73,614.42       | 305,136.00      | 231,521.58      | 24.1    |
| 100-60-6041 UTILITY BENEFIT                | 29,065.87       | 29,065.87       | 54,720.00       | 25,654.13       | 53.1    |
| 100-60-6060 TRAVEL/TRAINING                | ( 387.30)       | ( 387.30)       | .00             | 387.30          | .0      |
| 100-60-6061 TRAVEL/TRAINING                | 29,789.12       | 29,789.12       | 42,900.00       | 13,110.88       | 69.4    |
| 100-60-6100 SUPPLIES                       | 58,517.42       | 58,517.42       | 77,800.00       | 19,282.58       | 75.2    |
| 100-60-6103 WEARING APPAREL                | 5,482.55        | 5,482.55        | 16,700.00       | 11,217.45       | 32.8    |
| 100-60-6150 GASOLINE/DIESEL/OIL            | 11,348.80       | 11,348.80       | 16,400.00       | 5,051.20        | 69.2    |
| 100-60-6153 HEATING FUEL                   | 19,528.85       | 19,528.85       | 27,500.00       | 7,971.15        | 71.0    |
| 100-60-6155 WATER/SEWER/GARBAGE            | 3,235.36        | 3,235.36        | 11,600.00       | 8,364.64        | 27.9    |
| 100-60-6160 ELECTRICITY                    | 12,179.81       | 12,179.81       | 21,200.00       | 9,020.19        | 57.5    |
| 100-60-6170 TELEPHONE                      | 1,938.05        | 1,938.05        | 2,400.00        | 461.95          | 80.8    |
| 100-60-6171 STAFF CELLULAR PHONES          | 1,826.14        | 1,826.14        | 4,000.00        | 2,173.86        | 45.7    |
| 100-60-6200 MINOR EQUIPMENT                | 4,498.87        | 4,498.87        | 22,000.00       | 17,501.13       | 20.5    |
| 100-60-6230 VEHICLE MAINT/REPAIR           | 8,759.25        | 8,759.25        | 18,000.00       | 9,240.75        | 48.7    |
| 100-60-6231 VEHICLE PARTS & TOOLS          | 25,398.73       | 25,398.73       | 28,000.00       | 2,601.27        | 90.7    |
| 100-60-6240 PROPERTY MAINT                 | 6,920.14        | 6,920.14        | 30,000.00       | 23,079.86       | 23.1    |
| 100-60-6335 OTHER PURCHASED SERVICES       | 36,152.33       | 36,152.33       | 38,552.22       | 2,399.89        | 93.8    |
| 100-60-6400 INSURANCE                      | 63,145.56       | 63,145.56       | 108,000.00      | 44,854.44       | 58.5    |
| 100-60-6502 ADVERTISING                    | 2,862.98        | 2,862.98        | 3,000.00        | 137.02          | 95.4    |
| 100-60-6503 DUES & SUBSCRIPTIONS           | 7,898.97        | 7,898.97        | 12,500.00       | 4,601.03        | 63.2    |
| 100-60-6530 FINANCE CHARGES/PENALTIES      | .00             | .00             | 500.00          | 500.00          | .0      |
| 100-60-6534 COLLECTION/SMALL CLAIMS        | 10,541.68       | 10,541.68       | 31,200.00       | 20,658.32       | 33.8    |
| 100-60-6537 FIRE PREVENTION PROGRAM        | 2,930.69        | 2,930.69        | 7,500.00        | 4,569.31        | 39.1    |
| 100-60-6539 MISCELLANEOUS EXPENSES         | 1,041.22        | 1,041.22        | 1,500.00        | 458.78          | 69.4    |
| 100-60-6660 XFER TO F-58 FLEET REPLACEMENT | 169,807.04      | 169,807.04      | .00             | ( 169,807.04)   | .0      |
| 100-60-6711 ADMIN OVERHEAD-IT SVCS         | 18,477.22       | 18,477.22       | 22,800.00       | 4,322.78        | 81.0    |
| 100-60-6890 CAPITAL EXPENDITURES           | 73,768.29       | 73,768.29       | 891,148.00      | 817,379.71      | 8.3     |
| 100-60-9649 VOLUNTEER STIPEND              | 6,825.00        | 6,825.00        | 15,000.00       | 8,175.00        | 45.5    |
| 100-60-9698 FIRE APPARATUS CLASS A PUMPER  | 18,113.78       | 18,113.78       | 4,947.78        | ( 13,166.00)    | 366.1   |
| TOTAL FIRE DEPARTMENT                      | 1,376,278.29    | 1,376,278.29    | 3,126,785.00    | 1,750,506.71    | 44.0    |
| TOTAL FUND EXPENDITURES                    | 1,376,278.29    | 1,376,278.29    | 3,126,785.00    | 1,750,506.71    | 44.0    |
| NET REVENUE OVER EXPENDITURES              | ( 1,376,278.29) | ( 1,376,278.29) | ( 3,126,785.00) | ( 1,750,506.71) | ( 44.0) |

## **MEMORANDUM**

**Date:** April 1, 2024

**To:** Bill Arnold, Acting City Manager

**From:** Lee Foley, Planning Director

**Subject:** Planning Director's Report

---

### **March 2024 Events**

- Prepared and delivered CUP Presentation to the Planning Commission with respect to an application submitted by Sahmi Pellumbi to construct a triplex at 331 Akiachak in the Residential Zone. The application was subsequently approved.
- Participated in a Teams Meeting with DOWL, the City Clerk, & the City Attorney to discuss encroachment issues that will impact DOT street rehabilitation plans for Ptarmigan, Akakeek, and DeLapp.
- Conducted a site inspection and liquor license renewal administrative review for Fili's Restaurant. The site was found to be in compliance with the CUP application approved by the Planning Commission on February 2, 2016, and as amplified in a memorandum from the former planning director to the City Council on February 23, 2016.
- Planning Assistant Pauline Boratko researched and provided ownership information to the City Clerk for two (2) properties located at 412 and 454 Ptarmigan that exceed easements and present encroachment issues.



- Corresponded with the International Pentecostal Holiness Church – Alaska with respect to abandoned buildings on their Main Street property across from the Bethel Family Clinic that are a habitat for homeless, drug users, and alcohol abusers and create a public nuisance. No reply to date.
- A large house was recently moved from Main Street to the empty lot belonging to Swanson’s former furniture store without a site permit. Attempts to establish contact with the mover via email failed so a certified letter was sent advising the mover to come to the Planning Office no later than Friday, March 29, 2024, to address the situation. The mover failed to meet this deadline so further steps will be initiated in accordance with the BMC.
- Attended a Wetlands Teams Meeting with the City Clerk and City Attorney that was conducted by the U.S. Army Corps of Engineers.
- Approved several residential site plans.

# CITY OF BETHEL POLICE DEPARTMENT



## March 2024 Monthly Report

### Personnel:

| Current Staffing                                 |           |         |        |
|--------------------------------------------------|-----------|---------|--------|
| Position                                         | Allocated | Staffed | Vacant |
| Safety Patrol (three grant funded)               | 3         | 2       | 1      |
| Community Service Officer                        | 2         | 2       | 0      |
| Evidence and Record Custodian                    | 1         | 0       | 1      |
| Administrative Assistant/Taxi Inspector          | 1         | 1       | 0      |
| Public Safety Dispatcher (one E911 funded)       | 5         | 5       | 0      |
| Public Safety Dispatch Supervisor                | 1         | 1       | 0      |
| Peace Officers (one grant funded/reimbursed SRO) | 20        | 18      | 2      |

### Operations:

| Operations Tempo              |            |               |            |            |
|-------------------------------|------------|---------------|------------|------------|
|                               | March 2024 | February 2024 | March 2023 | 2024 Total |
| Calls Total                   | 1171*      | 1836          | 1318       | 3879       |
| Reports Total                 | 104        | 103           | 105        | 265        |
| Intoxicated Pedestrian Calls  | 152        | 154           | 129        | 407        |
| Driving Under Influence Calls | 18         | 8             | 14         | 33         |
| Domestic Violence Reports     | 42         | 43            | 13         | 110        |
| Disturbance Calls             | 60         | 82            | 73         | 189        |
| Subject Removal Calls         | 90         | 62            | 78         | 205        |
| Animal Calls                  | 26         | 36            | 31         | 86         |
| Animal Bite Reports           | 0          | 0             | 1          | 0          |
| Sexual Assault Reports        | 6          | 11            | 6          | 24         |
| Death Investigation Reports   | 2          | 2             | 0          | 4          |

**PERSONAL:**

Taylor Saulters will start 04/08/2024 as a police officer with 8 years of law enforcement experience.

Jonathan Murphy resigned from the Bethel Police Department

**TRAINING:**

Seven Officers attended a less than lethal pepper ball gun Train-the-Trainer to become. Certified in our pepper ball gun.

Employees of the police department were required to recertify with APSIN.

All officers and CSO were required to attend a two-hour class online for Use of Force and De-Escalation.

**Other:**

(\*) calls for service security checks removed from this number.

Officers conducted 1531 security checks.



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:** 03.29.2024

**TO:** City Manager

**FROM:** Bill Arnold, Public Works Director

**SUBJECT:** Manager's Report – Public Works Department

### **Programs/Divisions**

#### **Hauled Utilities:**

Thanks to the other departments for their help and support that was provided this month. Thus far the drivers have been tolerant of the excessive hours they are working. There are seven unfilled utility drivers' positions. For the month of March, we have stayed on Scheduled with our services.

**Utility Maintenance:** 12 alarms on residential lift stations were responded to. Multiple issues with grinder pumps, and float systems

- Monthly meter reading and service connections were completed.
- Clean up and organization of shops and vehicles.
- 12 residential lift station repairs.
- Tundra Center lift station still in dire need of repairs/ replacement. Currently, lift station is not functioning at full capacity/ has required creativity to modify pump to continue to operate.
- Mixing up main lift station by hand with soap to prevent matt build up
- leveling activities on low-flow and plugged sewer lines
- The few flushing activities that have required longer than 16 hours of work have been handled by rotating men on rest.
- Utility Maintenance has 3 vacant staff workers still short staffed

#### **Property Maintenance:**

**FIRE STATION:** Replace broken lenses on lights. Repair garage door motor bracket. Replace cable on garage door.

**POOL:** Meet with Long Technologies to go over building controls. Replace fuse in pump 5. Replace fuel gauge on boiler 2. Deliver glycol and add pressure to boiler system.

**COURTHOUSE:** Replace fuel pump. Replace nozzle on boiler. Repair boiler fuel leak. Replace fuel filter. Measure building for square footage.

**CITY HALL:** Replace lever on toilet. Locate keys for HR file cabinets. Salt entrances for

buildings. Measure building for square footage.

**PUBLIC WORKS:** Assist utility maintenance with broken sewer line. Replace RIB on heat loop. Drain glycol from steamers and test steamers for serviceability. Add glycol to the heating system. Repair locks on exterior doors. Shovel snow. Thaw out floor drains.

**TEEN CENTER:** Replace low water shut off. Thawed frozen lift station with HPL.

**CITY SUB WATER PLANT:** Work on water fill controls for water trucks.

**BETHEL HEIGHTS WATER PLANT:** Replace eye on boiler. Replace fan motor in heating unit in generator room. Soldered leaking water line.

**POLICE DEPARTMENT:** Work on frozen drain. Fill sprinkler tank. Dump waster water in filter tank.

**PORT:** Remove lock on fuel tank.

**Road Maintenance:** Thawed culverts bladed roads. Now frozen again.

### **Vehicles and Equipment:**

As usual fixing and repairing all city vehicles and equipment. Got word from Bobs services that the new marooka for utility maint. Is done, crane is installed. Will be tested out and sent to Seattle to be shipped by barge to Bethel.

CMI came out and inspected 728 and the insurance totaled the truck because of the damages exceeded the value of the truck

### **Transit System:**

We had a steady stream of ridership this month. Had to use both buses this month when 440 was down for maintenance issues. The ridership consisted of: 763 Seniors, 20 Youth, 126 Adults, 137 Disabled, and 1,109 Pass riders. 143 Day and 17 Month Passes were purchased totaling \$1,391.00 for bus fares.

Bus 439 logged 1,363 miles and used 93.623 gallons and Bus 440 logged 1,511 mikes and 221.077 gallons.

### **Landfill & Hauled Refuse:**

Weve been replacing more dumpsters as needed with rebuilt dumpsters, cleaning dumpster pads of wind blown litter and snow. The roads and dumping pads have been kept clear and clean within the landfill, a lot of trash has been compacted and prepped for cover this spring/summer. The excavator is still down temporarily waiting for parts, the track keeps slipping off the undercarriage due to worn parts. The compacter is down waiting on 2 small tires.

### **Staffing Issues/Concerns/Training:**



City of Bethel  
Finance Department  
Monthly Manager's Report for March 2024

Date: March 1–31st, 2024  
To: William Arnold, Acting City Manager  
From: Cynthia Sharp, Deputy Finance Director  
  
Subject: Management Report, March 2024

The Finance Department's Monthly Managerial Report details the progress, activities, plans, and challenges of the Finance Department for March 2024.

**Current Events within the Finance Department**

- We are working on getting the FY22 Audit finished as the FY21 Audit is completed.
- The FY25 Operating Budget is complete.
- Sales tax continues to work on getting business in compliance.
- Payroll is working with HR to get retro pay done to comply with the new collective bargaining agreement
- Utility billing is working on cleaning up old accounts and getting the past due accounts sent to collections
- We are working on cleaning up and organizing our electronic filing system

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

|                                          | PERIOD ACTUAL | YTD ACTUAL    | BUDGET        | UNEXPENDED    | PCNT    |
|------------------------------------------|---------------|---------------|---------------|---------------|---------|
| <u>ADMINISTRATION</u>                    |               |               |               |               |         |
| 100-51-6000 SALARIES                     | 6,849.44      | 126,521.07    | 356,886.00    | 230,364.93    | 35.5    |
| 100-51-6002 RELOCATION EXPENSES          | .00           | 14,994.48     | 15,000.00     | 5.52          | 100.0   |
| 100-51-6003 RECRUITMENT COSTS            | .00           | 3,254.59      | 20,000.00     | 16,745.41     | 16.3    |
| 100-51-6010 OVERTIME                     | .00           | 945.47        | 500.00        | ( 445.47)     | 189.1   |
| 100-51-6022 HOLIDAY PAY                  | 215.84        | 2,718.26      | 2,870.00      | 151.74        | 94.7    |
| 100-51-6023 LEAVE CASHOUT                | .00           | 26,606.63     | 25,944.00     | ( 662.63)     | 102.6   |
| 100-51-6030 SOCIAL SECURITY EXPENSE      | .00           | 3,527.61      | .00           | ( 3,527.61)   | .0      |
| 100-51-6031 PAYABLE MEDICARE FICA        | 77.53         | 2,237.08      | 5,299.00      | 3,061.92      | 42.2    |
| 100-51-6032 UNEMPLOYMENT                 | .00           | .00           | 6,505.00      | 6,505.00      | .0      |
| 100-51-6033 WORKERS' COMPENSATION        | .00           | 119.64        | 944.00        | 824.36        | 12.7    |
| 100-51-6034 PERS                         | 1,554.36      | 15,505.61     | 70,478.00     | 54,972.39     | 22.0    |
| 100-51-6040 EMPLOYEE GROUP BENEFITS      | 3,613.87      | 6,113.57      | 76,284.00     | 70,170.43     | 8.0     |
| 100-51-6041 UTILITY BENEFIT              | .00           | 503.32        | 13,680.00     | 13,176.68     | 3.7     |
| 100-51-6044 YK FITNESS CENTER MEMBERSHIP | .00           | .00           | 40,000.00     | 40,000.00     | .0      |
| 100-51-6060 TRAVEL/TRAINING              | .00           | 8,762.66      | 10,000.00     | 1,237.34      | 87.6    |
| 100-51-6100 SUPPLIES                     | .00           | 4,385.11      | 7,000.00      | 2,614.89      | 62.6    |
| 100-51-6150 GASOLINE/DIESEL/OIL          | .00           | 516.40        | .00           | ( 516.40)     | .0      |
| 100-51-6153 HEATING FUEL                 | .00           | 18,425.46     | 25,000.00     | 6,574.54      | 73.7    |
| 100-51-6155 WATER/SEWER/GARBAGE          | .00           | 9,915.45      | 12,000.00     | 2,084.55      | 82.6    |
| 100-51-6160 ELECTRICITY                  | .00           | 12,689.33     | 15,000.00     | 2,310.67      | 84.6    |
| 100-51-6170 TELEPHONE                    | .00           | 3,769.47      | 15,000.00     | 11,230.53     | 25.1    |
| 100-51-6171 STAFF CELLULAR PHONES        | .00           | 1,242.97      | 2,500.00      | 1,257.03      | 49.7    |
| 100-51-6200 MINOR EQUIPMENT              | .00           | 303.95        | 1,000.00      | 696.05        | 30.4    |
| 100-51-6230 VEHICLE MAINT/REPAIR         | .00           | 807.37        | 2,000.00      | 1,192.63      | 40.4    |
| 100-51-6231 VEHICLE PARTS & TOOLS        | .00           | 1,078.18      | .00           | ( 1,078.18)   | .0      |
| 100-51-6320 OTHER PROFESSIONAL FEES      | .00           | 16,912.51     | 25,500.00     | 8,587.49      | 66.3    |
| 100-51-6325 CONSULTING FEES              | .00           | 18,244.25     | 20,000.00     | 1,755.75      | 91.2    |
| 100-51-6333 JANITORIAL                   | 975.00        | 11,638.50     | 11,700.00     | 61.50         | 99.5    |
| 100-51-6335 OTHER PURCHASED SERVICES     | 3,100.00      | 97,637.31     | 85,663.00     | ( 11,974.31)  | 114.0   |
| 100-51-6400 INSURANCE                    | .00           | 11,748.14     | 20,100.00     | 8,351.86      | 58.5    |
| 100-51-6401 INSURANCE-DED EXP & OTHER    | .00           | .00           | 7,400.00      | 7,400.00      | .0      |
| 100-51-6430 ALLOWANCE FOR SPECIAL EVENTS | .00           | 11,541.12     | 15,000.00     | 3,458.88      | 76.9    |
| 100-51-6502 ADVERTISING                  | .00           | .00           | 2,500.00      | 2,500.00      | .0      |
| 100-51-6503 DUES & SUBSCRIPTIONS         | .00           | 1,443.00      | 2,000.00      | 557.00        | 72.2    |
| 100-51-6506 POSTAGE                      | .00           | 140.03        | .00           | ( 140.03)     | .0      |
| 100-51-6539 MISCELLANEOUS EXPENSES       | 432.00        | 432.00        | 1,000.00      | 568.00        | 43.2    |
| 100-51-6700 INDIRECT COST RECOVERY       | .00           | ( 155,365.56) | ( 357,062.00) | ( 201,696.44) | ( 43.5) |
| 100-51-6711 ADMIN OVERHEAD-IT SVCS       | .00           | 18,153.05     | 22,400.00     | 4,246.95      | 81.0    |
| TOTAL ADMINISTRATION                     | 16,818.04     | 297,468.03    | 580,091.00    | 282,622.97    | 51.3    |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

|                                          | PERIOD ACTUAL | YTD ACTUAL     | BUDGET         | UNEXPENDED     | PCNT     |
|------------------------------------------|---------------|----------------|----------------|----------------|----------|
| <u>CITY CLERKS OFFICE</u>                |               |                |                |                |          |
| 100-52-6000 SALARIES                     | 8,006.69      | 144,120.42     | 208,174.00     | 64,053.58      | 69.2     |
| 100-52-6022 HOLIDAY PAY                  | .00           | 307.59         | .00            | ( 307.59)      | .0       |
| 100-52-6023 LEAVE CASHOUT / PAYOUT       | .00           | 6,163.51       | 10,409.00      | 4,245.49       | 59.2     |
| 100-52-6031 PAYABLE MEDICARE FICA        | 118.71        | 2,154.92       | 3,019.00       | 864.08         | 71.4     |
| 100-52-6032 UNEMPLOYMENT                 | .00           | .00            | 3,705.00       | 3,705.00       | .0       |
| 100-52-6033 WORKERS' COMPENSATION        | .00           | 86.96          | 538.00         | 451.04         | 16.2     |
| 100-52-6034 P.E.R.S.                     | 1,761.47      | 31,774.13      | 45,798.00      | 14,023.87      | 69.4     |
| 100-52-6040 EMPLOYEE GROUP BENEFITS      | 4,045.94      | 38,041.14      | 50,856.00      | 12,814.86      | 74.8     |
| 100-52-6041 UTILITY BENEFIT              | .00           | 5,794.32       | 9,120.00       | 3,325.68       | 63.5     |
| 100-52-6060 TRAVEL/TRAINING-COUNCIL      | .00           | 11,427.88      | 19,000.00      | 7,572.12       | 60.2     |
| 100-52-6061 TRAVEL/TRAINING              | .00           | 7,829.48       | 9,300.00       | 1,470.52       | 84.2     |
| 100-52-6100 SUPPLIES-CLERK               | .00           | 625.25         | 500.00         | ( 125.25)      | 125.1    |
| 100-52-6101 SUPPLIES-COUNCIL             | .00           | .00            | 500.00         | 500.00         | .0       |
| 100-52-6171 STAFF CELLULAR PHONES        | .00           | 796.50         | 1,750.00       | 953.50         | 45.5     |
| 100-52-6321 LEGAL FEES                   | .00           | .00            | 5,000.00       | 5,000.00       | .0       |
| 100-52-6335 OTHER PURCHASED SERVICES     | .00           | 47,357.90      | 52,568.00      | 5,210.10       | 90.1     |
| 100-52-6400 INSURANCE                    | .00           | ( 700.17)      | .00            | 700.17         | .0       |
| 100-52-6430 ALLOWANCE FOR SPECIAL EVENTS | .00           | .00            | 600.00         | 600.00         | .0       |
| 100-52-6503 DUES & SUBSCRIPTIONS         | .00           | 700.00         | 7,700.00       | 7,000.00       | 9.1      |
| 100-52-6505 ELECTION EXPENSES            | .00           | 10,575.59      | 18,700.00      | 8,124.41       | 56.6     |
| 100-52-6507 DONATIONS & AWARDS           | .00           | .00            | 800.00         | 800.00         | .0       |
| 100-52-6700 INDRIECT COST RECOVERY       | .00           | ( 143,499.51)  | ( 177,291.00)  | ( 33,791.49)   | ( 80.9)  |
| 100-52-6711 ADMIN OVERHEAD-IT SVCS       | .00           | 18,477.22      | 22,800.00      | 4,322.78       | 81.0     |
| <br>TOTAL CITY CLERKS OFFICE             | <br>13,932.81 | <br>182,033.13 | <br>293,546.00 | <br>111,512.87 | <br>62.0 |



CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

|                                         | PERIOD ACTUAL | YTD ACTUAL    | BUDGET        | UNEXPENDED    | PCNT    |
|-----------------------------------------|---------------|---------------|---------------|---------------|---------|
| FINANCE                                 |               |               |               |               |         |
| 100-53-6000 SALARIES                    | 12,315.70     | 202,996.69    | 302,733.00    | 99,736.31     | 67.1    |
| 100-53-6010 OVERTIME                    | 169.79        | 21,536.32     | 19,000.00     | ( 2,536.32)   | 113.4   |
| 100-53-6022 HOLIDAY PAY                 | 1,043.27      | 10,991.70     | 3,000.00      | ( 7,991.70)   | 366.4   |
| 100-53-6023 LEAVE CASHOUT               | .00           | 3,479.46      | 11,248.00     | 7,768.54      | 30.9    |
| 100-53-6031 PAYABLE MEDICARE FICA       | 220.20        | 3,574.87      | 8,563.00      | 4,988.13      | 41.8    |
| 100-53-6032 UNEMPLOYMENT                | .00           | 4,888.46      | 10,512.00     | 5,623.54      | 46.5    |
| 100-53-6033 WORKERS' COMPENSATION       | .00           | 119.58        | 1,526.00      | 1,406.42      | 7.8     |
| 100-53-6034 PERS                        | 3,099.62      | 51,677.62     | 70,781.00     | 19,103.38     | 73.0    |
| 100-53-6040 EMPLOYEE GROUP BENEFITS     | 6,271.68      | 51,891.16     | 222,495.00    | 170,603.84    | 23.3    |
| 100-53-6041 UTILITY BENEFIT             | .00           | 12,862.30     | 39,900.00     | 27,037.70     | 32.2    |
| 100-53-6060 TRAVEL/TRAINING             | .00           | 9,126.19      | 20,000.00     | 10,873.81     | 45.6    |
| 100-53-6100 SUPPLIES                    | .00           | 8,668.42      | 16,000.00     | 7,331.58      | 54.2    |
| 100-53-6150 GASOLINE/DIESEL/OIL         | .00           | 411.04        | 1,200.00      | 788.96        | 34.3    |
| 100-53-6170 TELEPHONE                   | .00           | 66.80         | 100.00        | 33.20         | 66.8    |
| 100-53-6171 STAFF CELLULAR PHONES       | .00           | 789.03        | 1,750.00      | 960.97        | 45.1    |
| 100-53-6200 MINOR EQUIPMENT             | .00           | 2,319.37      | 3,000.00      | 680.63        | 77.3    |
| 100-53-6230 VEHICLE MAINT/REPAIR        | .00           | 807.37        | 2,000.00      | 1,192.63      | 40.4    |
| 100-53-6231 VEHICLE PARTS & TOOLS       | .00           | 350.67        | 500.00        | 149.33        | 70.1    |
| 100-53-6310 ADMIN-OUTSOURCED SERVICES   | .00           | 5,484.00      | 90,000.00     | 84,516.00     | 6.1     |
| 100-53-6311 AUDITING EXPENSE            | .00           | 64,090.30     | 127,500.00    | 63,409.70     | 50.3    |
| 100-53-6331 HARDWARE/SOFTWARE SUPPORT   | .00           | 13,710.00     | 15,500.00     | 1,790.00      | 88.5    |
| 100-53-6335 OTHER PROFESSIONAL FEES     | .00           | 461,274.16    | 533,000.00    | 71,725.84     | 86.5    |
| 100-53-6400 INSURANCE                   | .00           | 4,136.16      | 7,100.00      | 2,963.84      | 58.3    |
| 100-53-6410 RENTS & LEASES              | .00           | 1,884.45      | .00           | ( 1,884.45)   | .0      |
| 100-53-6502 ADVERTISING                 | .00           | .00           | 2,500.00      | 2,500.00      | .0      |
| 100-53-6503 DUES & SUBSCRIPTIONS        | .00           | 754.65        | 5,000.00      | 4,245.35      | 15.1    |
| 100-53-6506 POSTAGE                     | .00           | 2,803.18      | 5,000.00      | 2,196.82      | 56.1    |
| 100-53-6530 FINANCE CHARGES/PENALTIES   | .00           | 804.44        | 1,800.00      | 995.56        | 44.7    |
| 100-53-6531 BANK CHARGES                | .00           | 35,285.43     | 50,500.00     | 15,214.57     | 69.9    |
| 100-53-6532 CASH OVER/SHORT             | .00           | ( .27)        | 500.00        | 500.27        | ( .1)   |
| 100-53-6533 IRS PENALTIES AND INTEREST  | .00           | .00           | 2,000.00      | 2,000.00      | .0      |
| 100-53-6539 MISCELLANEOUS EXPENSES      | .00           | 549.30        | 4,000.00      | 3,450.70      | 13.7    |
| 100-53-6700 INDIRECT COST RECOVERY      | .00           | ( 421,513.53) | ( 805,262.00) | ( 383,748.47) | ( 52.3) |
| 100-53-6711 ADMIN OVERHEAD-IT SVCS      | .00           | 24,393.18     | 30,100.00     | 5,706.82      | 81.0    |
| 100-53-9693 KIOSK+ANNUAL FEES&NEWCOPIER | .00           | .00           | 20,000.00     | 20,000.00     | .0      |
| TOTAL FINANCE                           | 23,120.26     | 580,212.50    | 823,546.00    | 243,333.50    | 70.5    |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

|                                           | PERIOD ACTUAL | YTD ACTUAL | BUDGET     | UNEXPENDED  | PCNT |
|-------------------------------------------|---------------|------------|------------|-------------|------|
| <u>PLANNING</u>                           |               |            |            |             |      |
| 100-54-6000 SALARIES                      | 5,670.90      | 61,216.17  | 148,778.00 | 87,561.83   | 41.2 |
| 100-54-6022 HOLIDAY PAY                   | 244.24        | 2,614.72   | .00        | ( 2,614.72) | .0   |
| 100-54-6023 LEAVE CASHOUT                 | .00           | .00        | 1,239.00   | 1,239.00    | .0   |
| 100-54-6031 PAYABLE MEDICARE FICA         | 94.01         | 963.25     | 2,157.00   | 1,193.75    | 44.7 |
| 100-54-6032 UNEMPLOYMENT                  | .00           | .00        | 2,648.00   | 2,648.00    | .0   |
| 100-54-6033 WORKERS' COMPENSATION         | .00           | 41.14      | 384.00     | 342.86      | 10.7 |
| 100-54-6034 PERS                          | 1,301.33      | 14,042.81  | 32,731.00  | 18,688.19   | 42.9 |
| 100-54-6040 EMPLOYEE GROUP BENEFITS       | 3,166.96      | 11,209.84  | 50,856.00  | 39,646.16   | 22.0 |
| 100-54-6041 UTILITY BENEFIT               | .00           | 1,469.30   | 9,120.00   | 7,650.70    | 16.1 |
| 100-54-6061 TRAVEL/TRAINING               | .00           | 280.00     | 10,000.00  | 9,720.00    | 2.8  |
| 100-54-6100 SUPPLIES                      | .00           | 363.92     | 1,550.00   | 1,186.08    | 23.5 |
| 100-54-6103 WEARING APPAREL               | .00           | 184.59     | .00        | ( 184.59)   | .0   |
| 100-54-6150 GASOLINE/DIESEL/OIL           | .00           | 620.30     | .00        | ( 620.30)   | .0   |
| 100-54-6170 TELEPHONE                     | .00           | 26.72      | 50.00      | 23.28       | 53.4 |
| 100-54-6171 STAFF CELLULAR PHONES         | .00           | 398.25     | 750.00     | 351.75      | 53.1 |
| 100-54-6230 VEHICLE MAINT/REPAIR          | .00           | 605.53     | 1,500.00   | 894.47      | 40.4 |
| 100-54-6231 VEHICLE PARTS & TOOLS         | .00           | 191.48     | 500.00     | 308.52      | 38.3 |
| 100-54-6320 OTHER PROFESSIONAL FEES       | .00           | 55,403.75  | 62,499.00  | 7,095.25    | 88.7 |
| 100-54-6330 OTHER PROFESSIONAL FEES       | .00           | 120.00     | 30,000.00  | 29,880.00   | .4   |
| 100-54-6331 HARDWARE/SOFTWARE SUPPORT     | .00           | 2,792.00   | .00        | ( 2,792.00) | .0   |
| 100-54-6400 INSURANCE                     | .00           | ( 819.87)  | .00        | 819.87      | .0   |
| 100-54-6502 ADVERTISING                   | .00           | 75.50      | 450.00     | 374.50      | 16.8 |
| 100-54-6503 DUES & SUBSCRIPTIONS          | .00           | .00        | 1,000.00   | 1,000.00    | .0   |
| 100-54-6711 ADMIN OVERHEAD-IT SVCS        | .00           | 18,477.22  | 22,800.00  | 4,322.78    | 81.0 |
| 100-54-6890 CAPITAL EXPENDITURES          | .00           | 60,326.57  | 95,843.00  | 35,516.43   | 62.9 |
| 100-54-9694 COMPREHENSIVE PLAN            | .00           | 47,715.70  | 74,486.30  | 26,770.60   | 64.1 |
| 100-54-9695 ROAD OWNERSHIP DETERIMINATION | .00           | .00        | 40,000.00  | 40,000.00   | .0   |
| TOTAL PLANNING                            | 10,477.44     | 278,318.89 | 589,341.30 | 311,022.41  | 47.2 |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

|                                         | PERIOD ACTUAL | YTD ACTUAL    | BUDGET        | UNEXPENDED    | PCNT    |
|-----------------------------------------|---------------|---------------|---------------|---------------|---------|
| <u>TECHNOLOGY DEPARTMENTS</u>           |               |               |               |               |         |
| 100-55-6000 SALARIES                    | 6,875.57      | 120,746.99    | 175,458.00    | 54,711.01     | 68.8    |
| 100-55-6010 OVERTIME                    | .00           | 4,396.91      | 10,000.00     | 5,603.09      | 44.0    |
| 100-55-6022 HOLIDAY PAY                 | 264.48        | 2,574.14      | 500.00        | ( 2,074.14)   | 514.8   |
| 100-55-6023 LEAVE CASHOUT / PAYOUT      | .00           | .00           | 9,273.00      | 9,273.00      | .0      |
| 100-55-6031 PAYABLE MEDICARE FICA       | 109.55        | 1,824.61      | 2,689.00      | 864.39        | 67.9    |
| 100-55-6032 UNEMPLOYMENT                | .00           | .00           | 3,301.00      | 3,301.00      | .0      |
| 100-55-6033 WORKERS' COMPENSATION       | .00           | 124.52        | 479.00        | 354.48        | 26.0    |
| 100-55-6034 PERS                        | 1,570.81      | 28,097.96     | 40,801.00     | 12,703.04     | 68.9    |
| 100-55-6040 EMPLOYEE GROUP BENEFITS     | 3,133.00      | 30,069.82     | 50,856.00     | 20,786.18     | 59.1    |
| 100-55-6041 UTILITY BENEFIT             | .00           | 6,432.32      | 9,120.00      | 2,687.68      | 70.5    |
| 100-55-6060 TRAVEL/TRAINING             | .00           | 350.00        | 1,000.00      | 650.00        | 35.0    |
| 100-55-6100 SUPPLIES                    | .00           | 1,063.72      | 7,000.00      | 5,936.28      | 15.2    |
| 100-55-6150 GASOLINE/DIESEL/OIL         | .00           | 1,785.04      | 4,000.00      | 2,214.96      | 44.6    |
| 100-55-6171 STAFF CELLULAR PHONES       | .00           | 1,374.52      | 3,500.00      | 2,125.48      | 39.3    |
| 100-55-6179 CONNECTIVITY SERVICES       | .00           | 201,564.57    | 320,000.00    | 118,435.43    | 63.0    |
| 100-55-6200 MINOR EQUIPMENT             | .00           | 20,358.81     | 35,000.00     | 14,641.19     | 58.2    |
| 100-55-6210 EQUIPMENT RENTAL            | .00           | 97,067.93     | 215,000.00    | 117,932.07    | 45.2    |
| 100-55-6230 VEHICLE MAINT/REPAIR        | .00           | 1,211.06      | 3,000.00      | 1,788.94      | 40.4    |
| 100-55-6231 VEHICLE PARTS & TOOLS       | .00           | 44.42         | 3,000.00      | 2,955.58      | 1.5     |
| 100-55-6320 OTHER PROFESSIONAL FEES     | .00           | 53,050.14     | 100,000.00    | 46,949.86     | 53.1    |
| 100-55-6331 HARDWARE/SOFTWARE SUPPORT   | .00           | 74,473.74     | 79,000.00     | 4,526.26      | 94.3    |
| 100-55-6335 OTHER PURCHASED SERVICES    | .00           | 7,835.33      | 10,000.00     | 2,164.67      | 78.4    |
| 100-55-6400 INSURANCE                   | .00           | 6,538.65      | 8,969.00      | 2,430.35      | 72.9    |
| 100-55-6539 MISCELLANEOUS EXPENSES      | .00           | 5.00          | 2,000.00      | 1,995.00      | .3      |
| 100-55-6700 INDIRECT COST RECOVERY      | .00           | ( 347,046.69) | ( 705,010.00) | ( 357,963.31) | ( 49.2) |
| 100-55-6711 ADMIN OVERHEAD-IT SVCS      | .00           | ( 63,298.48)  | .00           | 63,298.48     | .0      |
| 100-55-6890 CAPITAL EXPENDITURES        | .00           | 167,593.74    | 250,000.00    | 82,406.26     | 67.0    |
| 100-55-9694 SERVER ROOM AIR CONDITIONER | .00           | 1,937.41      | 10,000.00     | 8,062.59      | 19.4    |
| 100-55-9696 AIR CONDITIONER FOR SERVERS | .00           | .00           | 6,794.00      | 6,794.00      | .0      |
| TOTAL TECHNOLOGY DEPARTMENTS            | 11,953.41     | 420,176.18    | 655,730.00    | 235,553.82    | 64.1    |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

|                                      | PERIOD ACTUAL | YTD ACTUAL   | BUDGET        | UNEXPENDED    | PCNT  |
|--------------------------------------|---------------|--------------|---------------|---------------|-------|
| <u>CITY ATTORNEY'S OFFICE</u>        |               |              |               |               |       |
| 100-56-6000 SALARIES                 | 5,757.81      | 103,640.58   | 149,703.00    | 46,062.42     | 69.2  |
| 100-56-6023 LEAVE CASHOUT            | .00           | .00          | 7,485.00      | 7,485.00      | .0    |
| 100-56-6031 PAYABLE MEDICARE FICA    | 82.18         | 1,491.03     | 2,171.00      | 679.97        | 68.7  |
| 100-56-6032 UNEMPLOYMENT             | .00           | .00          | 2,665.00      | 2,665.00      | .0    |
| 100-56-6033 WORKERS' COMPENSATION    | .00           | 55.34        | 387.00        | 331.66        | 14.3  |
| 100-56-6034 PERS                     | 1,266.72      | 22,800.96    | 44,000.00     | 21,199.04     | 51.8  |
| 100-56-6040 EMPLOYEE GROUP BENEFITS  | 3,077.07      | 19,597.72    | 42,000.00     | 22,402.28     | 46.7  |
| 100-56-6060 TRAVEL/TRAINING          | .00           | 3,861.45     | 12,000.00     | 8,138.55      | 32.2  |
| 100-56-6100 SUPPLIES                 | .00           | .00          | 500.00        | 500.00        | .0    |
| 100-56-6171 STAFF CELLULAR PHONES    | .00           | 398.25       | 800.00        | 401.75        | 49.8  |
| 100-56-6320 OTHER PROFESSIONAL FEES  | .00           | 10,687.60    | 15,000.00     | 4,312.40      | 71.3  |
| 100-56-6321 LEGAL FEES               | .00           | 5,673.26     | 20,000.00     | 14,326.74     | 28.4  |
| 100-56-6335 OTHER PURCHASED SERVICES | 554.00        | 5,840.59     | 10,000.00     | 4,159.41      | 58.4  |
| 100-56-6400 INSURANCE                | .00           | 1,407.33     | 2,400.00      | 992.67        | 58.6  |
| 100-56-6410 RENTS & LEASES           | .00           | 1,477.58     | 3,000.00      | 1,522.42      | 49.3  |
| 100-56-6503 DUES & SUBSCRIPTIONS     | .00           | 871.56       | 1,200.00      | 328.44        | 72.6  |
| 100-56-6539 MISCELLANEOUS EXPENSES   | .00           | 49.41        | 1,200.00      | 1,150.59      | 4.1   |
| 100-56-6700 INDIRECT COST RECOVERY   | .00 (         | 33,122.02) ( | 133,794.00) ( | 100,671.98) ( | 24.8) |
| 100-56-6711 ADMIN OVERHEAD-IT SVCS   | .00           | 15,478.73    | 19,100.00     | 3,621.27      | 81.0  |
| TOTAL CITY ATTORNEY'S OFFICE         | 10,737.78     | 160,209.37   | 199,817.00    | 39,607.63     | 80.2  |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

|                                            | PERIOD ACTUAL | YTD ACTUAL   | BUDGET       | UNEXPENDED    | PCNT  |
|--------------------------------------------|---------------|--------------|--------------|---------------|-------|
| <u>FIRE DEPARTMENT</u>                     |               |              |              |               |       |
| 100-60-6000 SALARIES                       | 24,343.12     | 351,675.60   | 792,237.00   | 440,561.40    | 44.4  |
| 100-60-6004 LONGEVITY BONUS                | .00           | .00          | 10,000.00    | 10,000.00     | .0    |
| 100-60-6010 FLSA OVERTIME                  | 9,255.16      | 124,481.54   | 120,000.00   | ( 4,481.54)   | 103.7 |
| 100-60-6011 CALL BACK OVERTIME             | 1,316.48      | 37,190.25    | 50,000.00    | 12,809.75     | 74.4  |
| 100-60-6022 HOLIDAY PAY                    | 2,274.53      | 24,641.19    | 15,000.00    | ( 9,641.19)   | 164.3 |
| 100-60-6023 LEAVE CASHOUT                  | .00           | 2,750.10     | 45,789.00    | 43,038.90     | 6.0   |
| 100-60-6030 SOCIAL SECURITY EXPENSE        | 244.34        | 997.64       | .00          | ( 997.64)     | .0    |
| 100-60-6031 PAYABLE MEDICARE FICA          | 582.19        | 8,148.32     | 14,532.00    | 6,383.68      | 56.1  |
| 100-60-6032 UNEMPLOYMENT                   | .00           | .00          | 17,840.00    | 17,840.00     | .0    |
| 100-60-6033 WORKERS' COMPENSATION          | .00           | 8,066.09     | 25,891.00    | 17,824.91     | 31.2  |
| 100-60-6034 PERS                           | 7,613.81      | 115,046.72   | 220,492.00   | 105,445.28    | 52.2  |
| 100-60-6040 EMPLOYEE GROUP BENEFITS        | 8,932.58      | 73,614.42    | 305,136.00   | 231,521.58    | 24.1  |
| 100-60-6041 UTILITY BENEFIT                | .00           | 29,065.87    | 54,720.00    | 25,654.13     | 53.1  |
| 100-60-6060 TRAVEL/TRAINING                | .00           | ( 387.30)    | .00          | 387.30        | .0    |
| 100-60-6061 TRAVEL/TRAINING                | .00           | 29,789.12    | 42,900.00    | 13,110.88     | 69.4  |
| 100-60-6100 SUPPLIES                       | .00           | 58,517.42    | 77,800.00    | 19,282.58     | 75.2  |
| 100-60-6103 WEARING APPAREL                | .00           | 5,482.55     | 16,700.00    | 11,217.45     | 32.8  |
| 100-60-6150 GASOLINE/DIESEL/OIL            | .00           | 11,348.80    | 16,400.00    | 5,051.20      | 69.2  |
| 100-60-6153 HEATING FUEL                   | .00           | 19,528.85    | 27,500.00    | 7,971.15      | 71.0  |
| 100-60-6155 WATER/SEWER/GARBAGE            | .00           | 3,235.36     | 11,600.00    | 8,364.64      | 27.9  |
| 100-60-6160 ELECTRICITY                    | .00           | 12,179.81    | 21,200.00    | 9,020.19      | 57.5  |
| 100-60-6170 TELEPHONE                      | .00           | 1,938.05     | 2,400.00     | 461.95        | 80.8  |
| 100-60-6171 STAFF CELLULAR PHONES          | .00           | 1,826.14     | 4,000.00     | 2,173.86      | 45.7  |
| 100-60-6200 MINOR EQUIPMENT                | .00           | 4,498.87     | 22,000.00    | 17,501.13     | 20.5  |
| 100-60-6230 VEHICLE MAINT/REPAIR           | .00           | 8,759.25     | 18,000.00    | 9,240.75      | 48.7  |
| 100-60-6231 VEHICLE PARTS & TOOLS          | .00           | 25,398.73    | 28,000.00    | 2,601.27      | 90.7  |
| 100-60-6240 PROPERTY MAINT                 | .00           | 6,920.14     | 30,000.00    | 23,079.86     | 23.1  |
| 100-60-6335 OTHER PURCHASED SERVICES       | 345.00        | 36,152.33    | 38,552.22    | 2,399.89      | 93.8  |
| 100-60-6400 INSURANCE                      | .00           | 63,145.56    | 108,000.00   | 44,854.44     | 58.5  |
| 100-60-6502 ADVERTISING                    | .00           | 2,862.98     | 3,000.00     | 137.02        | 95.4  |
| 100-60-6503 DUES & SUBSCRIPTIONS           | .00           | 7,898.97     | 12,500.00    | 4,601.03      | 63.2  |
| 100-60-6530 FINANCE CHARGES/PENALTIES      | .00           | .00          | 500.00       | 500.00        | .0    |
| 100-60-6534 COLLECTION/SMALL CLAIMS        | .00           | 10,541.68    | 31,200.00    | 20,658.32     | 33.8  |
| 100-60-6537 FIRE PREVENTION PROGRAM        | .00           | 2,930.69     | 7,500.00     | 4,569.31      | 39.1  |
| 100-60-6539 MISCELLANEOUS EXPENSES         | .00           | 1,041.22     | 1,500.00     | 458.78        | 69.4  |
| 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           | 18,477.22    | 22,800.00    | 4,322.78      | 81.0  |
| 100-60-6890 CAPITAL EXPENDITURES           | 7,472.00      | 73,768.29    | 891,148.00   | 817,379.71    | 8.3   |
| 100-60-9649 VOLUNTEER STIPEND              | 1,360.00      | 6,825.00     | 15,000.00    | 8,175.00      | 45.5  |
| 100-60-9698 FIRE APPARATUS CLASS A PUMPER  | .00           | 18,113.78    | 4,947.78     | ( 13,166.00)  | 366.1 |
| TOTAL FIRE DEPARTMENT                      | 63,739.21     | 1,376,278.29 | 3,126,785.00 | 1,750,506.71  | 44.0  |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

|                                       | PERIOD ACTUAL  | YTD ACTUAL       | BUDGET           | UNEXPENDED       | PCNT     |
|---------------------------------------|----------------|------------------|------------------|------------------|----------|
| <u>POLICE</u>                         |                |                  |                  |                  |          |
| 100-61-6000 SALARIES                  | 68,967.61      | 1,318,947.37     | 2,140,283.00     | 821,335.63       | 61.6     |
| 100-61-6002 RELOCATION EXPENSES       | .00            | 1,518.20         | 10,000.00        | 8,481.80         | 15.2     |
| 100-61-6010 OVERTIME                  | 17,787.48      | 376,109.07       | 266,208.00       | ( 109,901.07)    | 141.3    |
| 100-61-6022 HOLIDAY PAY               | 10,332.76      | 98,420.81        | 30,000.00        | ( 68,420.81)     | 328.1    |
| 100-61-6023 LEAVE CASHOUT             | .00            | 26,724.96        | 125,285.00       | 98,560.04        | 21.3     |
| 100-61-6030 SOCIAL SECURITY EXPENSE   | .00            | 565.02           | .00              | ( 565.02)        | .0       |
| 100-61-6031 PAYABLE MEDICARE FICA     | 1,417.85       | 26,744.36        | 34,894.00        | 8,149.64         | 76.6     |
| 100-61-6032 UNEMPLOYMENT              | .00            | ( 627.38)        | 42,836.00        | 43,463.38        | ( 1.5)   |
| 100-61-6033 WORKERS' COMPENSATION     | .00            | 10,620.95        | 62,167.00        | 51,546.05        | 17.1     |
| 100-61-6034 PERS                      | 21,359.33      | 389,381.89       | 529,428.00       | 140,046.11       | 73.6     |
| 100-61-6040 EMPLOYEE GROUP BENEFITS   | 22,441.36      | 254,545.66       | 709,441.00       | 454,895.34       | 35.9     |
| 100-61-6041 UTILITY BENEFIT           | .00            | 24,503.02        | 127,224.00       | 102,720.98       | 19.3     |
| 100-61-6060 TRAVEL/TRAINING           | .00            | 57,127.54        | 60,000.00        | 2,872.46         | 95.2     |
| 100-61-6100 SUPPLIES                  | .00            | 18,379.59        | 30,000.00        | 11,620.41        | 61.3     |
| 100-61-6102 SART EXAMS                | .00            | 1,010.00         | 10,000.00        | 8,990.00         | 10.1     |
| 100-61-6103 EMPLOYEE WEARING APPAREL  | .00            | 27,837.70        | 25,000.00        | ( 2,837.70)      | 111.4    |
| 100-61-6150 GASOLINE/DIESEL/OIL       | .00            | 39,585.38        | 36,000.00        | ( 3,585.38)      | 110.0    |
| 100-61-6153 HEATING FUEL              | .00            | 27,372.97        | 59,500.00        | 32,127.03        | 46.0     |
| 100-61-6155 WATER/SEWER/GARBAGE       | .00            | 10,743.71        | 8,600.00         | ( 2,143.71)      | 124.9    |
| 100-61-6160 ELECTRICITY               | .00            | 27,849.65        | 47,000.00        | 19,150.35        | 59.3     |
| 100-61-6170 TELEPHONE                 | .00            | 17,751.63        | 17,000.00        | ( 751.63)        | 104.4    |
| 100-61-6171 STAFF CELLULAR PHONES     | .00            | 10,378.75        | 20,000.00        | 9,621.25         | 51.9     |
| 100-61-6200 MINOR EQUIPMENT           | .00            | 2,576.75         | 27,000.00        | 24,423.25        | 9.5      |
| 100-61-6230 VEHICLE MAINT/REPAIR      | .00            | 2,746.53         | 20,600.00        | 17,853.47        | 13.3     |
| 100-61-6231 VEHICLE PARTS & TOOLS     | .00            | 45,491.83        | 28,400.00        | ( 17,091.83)     | 160.2    |
| 100-61-6335 OTHER PURCHASED SERVICES  | .00            | 61,175.27        | 60,435.28        | ( 739.99)        | 101.2    |
| 100-61-6400 INSURANCE                 | .00            | 145,396.80       | 249,000.00       | 103,603.20       | 58.4     |
| 100-61-6401 INSURANCE-DED EXP & OTHER | .00            | 4,290.77         | 10,000.00        | 5,709.23         | 42.9     |
| 100-61-6503 DUES & SUBSCRIPTIONS      | .00            | 3,299.68         | 3,000.00         | ( 299.68)        | 110.0    |
| 100-61-6711 ADMIN OVERHEAD-IT SVCS    | .00            | 25,970.24        | 32,046.00        | 6,075.76         | 81.0     |
| 100-61-6890 CAP EXP                   | .00            | 227,790.19       | 2,393,473.32     | 2,165,683.13     | 9.5      |
| <br>TOTAL POLICE                      | <br>142,306.39 | <br>3,284,228.91 | <br>7,214,820.60 | <br>3,930,591.69 | <br>45.5 |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

|                                      | PERIOD ACTUAL | YTD ACTUAL     | BUDGET         | UNEXPENDED    | PCNT     |
|--------------------------------------|---------------|----------------|----------------|---------------|----------|
| <u>PUBLIC WORKS-ADMIN</u>            |               |                |                |               |          |
| 100-65-6000 SALARIES                 | 1,122.67      | 21,034.53      | 27,432.00      | 6,397.47      | 76.7     |
| 100-65-6010 OVERTIME                 | .00           | 42.13          | .00            | ( 42.13)      | .0       |
| 100-65-6022 HOLIDAY PAY              | .00           | 58.13          | .00            | ( 58.13)      | .0       |
| 100-65-6023 LEAVE CASHOUT            | .00           | .00            | 142.00         | 142.00        | .0       |
| 100-65-6031 PAYABLE MEDICARE FICA    | 14.20         | 268.14         | 398.00         | 129.86        | 67.4     |
| 100-65-6032 UNEMPLOYMENT             | .00           | .00            | 488.00         | 488.00        | .0       |
| 100-65-6033 WORKERS' COMPENSATION    | .00           | 7.36           | 71.00          | 63.64         | 10.4     |
| 100-65-6034 PERS                     | 246.99        | 4,627.20       | 6,035.00       | 1,407.80      | 76.7     |
| 100-65-6040 EMPLOYEE GROUP BENEFITS  | 615.41        | 5,710.29       | 7,628.00       | 1,917.71      | 74.9     |
| 100-65-6041 UTILITY BENEFIT          | .00           | 844.94         | 1,368.00       | 523.06        | 61.8     |
| 100-65-6060 TRAVEL/TRAINING          | .00           | 7,320.46       | 10,000.00      | 2,679.54      | 73.2     |
| 100-65-6100 SUPPLIES                 | .00           | 450.86         | 4,000.00       | 3,549.14      | 11.3     |
| 100-65-6103 WEARING APPAREL          | .00           | 639.98         | .00            | ( 639.98)     | .0       |
| 100-65-6150 GASOLINE/DIESEL/OIL      | .00           | 206.90         | 4,000.00       | 3,793.10      | 5.2      |
| 100-65-6153 HEATING FUEL             | .00           | 40,916.90      | 9,800.00       | ( 31,116.90)  | 417.5    |
| 100-65-6155 WATER/SEWER/GARBAGE      | .00           | 2,746.90       | 4,400.00       | 1,653.10      | 62.4     |
| 100-65-6160 ELECTRICITY              | .00           | 781.58         | 580.00         | ( 201.58)     | 134.8    |
| 100-65-6170 TELEPHONE                | .00           | 26.72          | 50.00          | 23.28         | 53.4     |
| 100-65-6171 STAFF CELLULAR PHONES    | .00           | 796.50         | 1,500.00       | 703.50        | 53.1     |
| 100-65-6230 VEHICLE MAINT/REPAIR     | .00           | 1,735.85       | 4,300.00       | 2,564.15      | 40.4     |
| 100-65-6231 VEHICLE PARTS & TOOLS    | .00           | 845.50         | 3,000.00       | 2,154.50      | 28.2     |
| 100-65-6335 OTHER PURCHASED SERVICES | .00           | 3,272.75       | 16,378.71      | 13,105.96     | 20.0     |
| 100-65-6400 INSURANCE                | .00           | 1,788.14       | 3,060.00       | 1,271.86      | 58.4     |
| 100-65-6503 DUES & SUBSCRIPTIONS     | .00           | 496.08         | 500.00         | 3.92          | 99.2     |
| 100-65-6539 MISCELLANEOUS EXPENSES   | .00           | 449.79         | 3,000.00       | 2,550.21      | 15.0     |
| 100-65-6711 ADMIN OVERHEAD-IT SVCS   | .00           | 16,937.46      | 20,900.00      | 3,962.54      | 81.0     |
| <br>TOTAL PUBLIC WORKS-ADMIN         | <br>1,999.27  | <br>112,005.09 | <br>129,030.71 | <br>17,025.62 | <br>86.8 |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

|                                            | PERIOD ACTUAL | YTD ACTUAL       | BUDGET           | UNEXPENDED       | PCNT     |
|--------------------------------------------|---------------|------------------|------------------|------------------|----------|
| <u>PW-STREETS &amp; ROADS</u>              |               |                  |                  |                  |          |
| 100-66-6000 SALARIES                       | 15,533.21     | 268,686.15       | 441,695.00       | 173,008.85       | 60.8     |
| 100-66-6010 OVERTIME                       | 1,875.12      | 20,045.75        | 35,000.00        | 14,954.25        | 57.3     |
| 100-66-6022 HOLIDAY PAY                    | 1,229.09      | 15,547.72        | 5,000.00         | ( 10,547.72)     | 311.0    |
| 100-66-6023 LEAVE CASHOUT                  | .00           | 12,425.38        | 23,159.00        | 10,733.62        | 53.7     |
| 100-66-6031 PAYABLE MEDICARE FICA          | 282.18        | 4,719.32         | 6,912.00         | 2,192.68         | 68.3     |
| 100-66-6032 UNEMPLOYMENT                   | .00           | .00              | 8,485.00         | 8,485.00         | .0       |
| 100-66-6033 WORKERS' COMPENSATION          | .00           | 2,538.27         | 12,314.00        | 9,775.73         | 20.6     |
| 100-66-6034 PERS                           | 4,100.24      | 66,788.49        | 104,873.00       | 38,084.51        | 63.7     |
| 100-66-6040 EMPLOYEE GROUP BENEFITS        | 8,864.25      | 95,240.95        | 132,988.00       | 37,747.05        | 71.6     |
| 100-66-6041 UTILITY BENEFIT                | .00           | 13,901.06        | 23,849.00        | 9,947.94         | 58.3     |
| 100-66-6100 SUPPLIES                       | .00           | 3,569.93         | 4,500.00         | 930.07           | 79.3     |
| 100-66-6103 WEARING APPAREL                | .00           | 2,401.53         | 5,000.00         | 2,598.47         | 48.0     |
| 100-66-6111 SIGNS                          | .00           | 4,902.56         | 4,500.00         | ( 402.56)        | 109.0    |
| 100-66-6131 STREET MAINT GRAVEL            | .00           | 410,400.00       | 440,000.00       | 29,600.00        | 93.3     |
| 100-66-6132 SALT                           | .00           | .00              | 70,000.00        | 70,000.00        | .0       |
| 100-66-6140 CALCIUM CHLORIDE               | .00           | .00              | 70,000.00        | 70,000.00        | .0       |
| 100-66-6150 GASOLINE/DIESEL/OIL            | .00           | 68,533.24        | 70,000.00        | 1,466.76         | 97.9     |
| 100-66-6153 HEATING FUEL                   | .00           | 11,464.68        | 96,796.00        | 85,331.32        | 11.8     |
| 100-66-6155 WATER/SEWER/GARBAGE            | .00           | 1,720.11         | 2,700.00         | 979.89           | 63.7     |
| 100-66-6160 ELECTRICITY                    | .00           | 1,595.56         | 3,200.00         | 1,604.44         | 49.9     |
| 100-66-6161 ELECTRICITY (STREET LTS)       | .00           | 38,008.60        | 70,000.00        | 31,991.40        | 54.3     |
| 100-66-6170 TELEPHONE                      | .00           | 13.36            | 50.00            | 36.64            | 26.7     |
| 100-66-6171 STAFF CELLULAR PHONES          | .00           | 796.50           | 2,500.00         | 1,703.50         | 31.9     |
| 100-66-6200 MINOR EQUIPMENT                | .00           | 7,388.91         | 10,000.00        | 2,611.09         | 73.9     |
| 100-66-6230 VEHICLE MAINT/REPAIR           | .00           | 60,552.87        | 150,000.00       | 89,447.13        | 40.4     |
| 100-66-6231 VEHICLE PARTS & TOOLS          | 120.64        | 84,440.71        | 94,000.00        | 9,559.29         | 89.8     |
| 100-66-6232 TIRES & WHEELS                 | .00           | 3,838.20         | 10,000.00        | 6,161.80         | 38.4     |
| 100-66-6250 STREET LIGHT MT & POLE RENTAL  | .00           | .00              | 20,000.00        | 20,000.00        | .0       |
| 100-66-6335 OTHER PURCHASED SERVICES       | .00           | .00              | 10,000.00        | 10,000.00        | .0       |
| 100-66-6400 INSURANCE                      | .00           | 15,360.89        | 26,300.00        | 10,939.11        | 58.4     |
| 100-66-6711 ADMIN OVERHEAD-IT SVCS         | .00           | 15,397.69        | 19,000.00        | 3,602.31         | 81.0     |
| 100-66-6892 CAPTIAL EQUIPMENT              | .00           | 1,598,010.69     | 2,320,100.62     | 722,089.93       | 68.9     |
| 100-66-9703 STIP MATCH OR GRAVEL FOR ROADS | .00           | .00              | 1,095,004.00     | 1,095,004.00     | .0       |
| 100-66-9705 CATERPILLAR ATTACHMENTS        | .00           | .00              | 285,518.43       | 285,518.43       | .0       |
| 100-66-9708 BUS BARN IMPROVEMENTS          | .00           | 25,419.90        | 45,295.07        | 19,875.17        | 56.1     |
| <br>TOTAL PW-STREETS & ROADS               | <br>32,004.73 | <br>2,853,709.02 | <br>5,718,739.12 | <br>2,865,030.10 | <br>49.9 |



CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

|                                           | PERIOD ACTUAL | YTD ACTUAL    | BUDGET        | UNEXPENDED    | PCNT    |
|-------------------------------------------|---------------|---------------|---------------|---------------|---------|
| <u>PROPERTY MAINTENANCE</u>               |               |               |               |               |         |
| 100-70-6000 SALARIES                      | 10,910.96     | 198,643.61    | 345,012.00    | 146,368.39    | 57.6    |
| 100-70-6010 OVERTIME                      | 1,812.46      | 37,373.78     | 50,000.00     | 12,626.22     | 74.8    |
| 100-70-6022 HOLIDAY PAY                   | 1,252.40      | 13,230.00     | 7,000.00      | ( 6,230.00)   | 189.0   |
| 100-70-6023 LEAVE CASHOUT                 | .00           | 3,906.83      | 6,735.00      | 2,828.17      | 58.0    |
| 100-70-6030 SOCIAL SECURITY EXPENSE       | .00           | .00           | 1,790.00      | 1,790.00      | .0      |
| 100-70-6031 PAYABLE MEDICARE FICA         | 221.28        | 3,749.35      | 5,728.00      | 1,978.65      | 65.5    |
| 100-70-6032 UNEMPLOYMENT                  | .00           | .00           | 7,031.00      | 7,031.00      | .0      |
| 100-70-6033 WORKERS' COMPENSATION         | .00           | 1,193.29      | 10,204.00     | 9,010.71      | 11.7    |
| 100-70-6034 PERS                          | 3,074.68      | 54,754.81     | 86,903.00     | 32,148.19     | 63.0    |
| 100-70-6040 EMPLOYEE GROUP BENEFITS       | 6,966.37      | 64,141.51     | 129,683.00    | 65,541.49     | 49.5    |
| 100-70-6041 UTILITY BENEFIT               | .00           | 23,330.45     | 23,256.00     | ( 74.45)      | 100.3   |
| 100-70-6060 TRAVEL/TRAINING               | .00           | .00           | 8,000.00      | 8,000.00      | .0      |
| 100-70-6100 SUPPLIES                      | .00           | 736.99        | 5,000.00      | 4,263.01      | 14.7    |
| 100-70-6103 WEARING APPAREL               | .00           | .00           | 5,000.00      | 5,000.00      | .0      |
| 100-70-6105 CLEANUP GREENUP SUPPLIES      | .00           | .00           | 1,000.00      | 1,000.00      | .0      |
| 100-70-6106 PAINT SUPPLIES                | .00           | .00           | 2,000.00      | 2,000.00      | .0      |
| 100-70-6107 ELECTRICAL SUPPLIES           | .00           | 126.63        | 5,000.00      | 4,873.37      | 2.5     |
| 100-70-6108 PLUMBING SUPPLIES             | .00           | 1,747.16      | 7,000.00      | 5,252.84      | 25.0    |
| 100-70-6110 MATERIALS                     | .00           | 1,113.55      | 5,000.00      | 3,886.45      | 22.3    |
| 100-70-6111 BOARDWALK REPAIR SUPPLIES     | .00           | .00           | 10,000.00     | 10,000.00     | .0      |
| 100-70-6142 GLYCOL SUPPLIES               | .00           | .00           | 10,000.00     | 10,000.00     | .0      |
| 100-70-6150 GASOLINE/DIESEL/OIL           | .00           | 12,037.30     | 15,000.00     | 2,962.70      | 80.3    |
| 100-70-6153 HEATING FUEL                  | .00           | 28,641.59     | 94,100.00     | 65,458.41     | 30.4    |
| 100-70-6155 WATER/SEWER/GARBAGE           | .00           | 1,175.11      | 2,300.00      | 1,124.89      | 51.1    |
| 100-70-6160 ELECTRICITY                   | .00           | 7,093.72      | 11,600.00     | 4,506.28      | 61.2    |
| 100-70-6170 TELEPHONE                     | .00           | 139.16        | 50.00         | ( 89.16)      | 278.3   |
| 100-70-6171 STAFF CELLULAR PHONES         | .00           | 760.15        | 1,700.00      | 939.85        | 44.7    |
| 100-70-6200 MINOR EQUIPMENT               | .00           | 4,608.20      | 8,000.00      | 3,391.80      | 57.6    |
| 100-70-6201 BOILER EXPENSE                | .00           | 8,016.81      | 25,000.00     | 16,983.19     | 32.1    |
| 100-70-6230 VEHICLE MAINT/REPAIR          | .00           | 2,502.85      | 6,200.00      | 3,697.15      | 40.4    |
| 100-70-6231 VEHICLE PARTS & TOOLS         | .00           | 1,539.76      | 5,000.00      | 3,460.24      | 30.8    |
| 100-70-6240 WIND TURBINE CONTRACT         | .00           | .00           | 11,000.00     | 11,000.00     | .0      |
| 100-70-6241 PARKS MAINTENANCE             | .00           | 5,096.35      | 45,000.00     | 39,903.65     | 11.3    |
| 100-70-6242 BOARDWALK LIGHTING PROJECT    | .00           | .00           | 93,339.21     | 93,339.21     | .0      |
| 100-70-6250 CARPENTRY EXPENSE             | .00           | 68.60         | 25,000.00     | 24,931.40     | .3      |
| 100-70-6335 OTHER PURCHASED SERVICES      | .00           | 3,340.14      | 15,000.00     | 11,659.86     | 22.3    |
| 100-70-6400 INSURANCE                     | .00           | 8,360.60      | 14,300.00     | 5,939.40      | 58.5    |
| 100-70-6510 4TH OF JULY                   | .00           | 52.98         | 1,000.00      | 947.02        | 5.3     |
| 100-70-6539 MISCELLANEOUS EXPENSES        | .00           | 1,372.59      | 15,000.00     | 13,627.41     | 9.2     |
| 100-70-6700 INDIRECT COST RECOVERY        | .00           | ( 152,018.17) | ( 367,221.00) | ( 215,202.83) | ( 41.4) |
| 100-70-6711 ADMIN OVERHEAD-IT SVCS        | .00           | 29,336.65     | 36,200.00     | 6,863.35      | 81.0    |
| 100-70-6890 CAPITAL EXPENDITURES          | .00           | .00           | 162,557.51    | 162,557.51    | .0      |
| 100-70-9596 FIRE SUPPRESSION & INSPECTION | .00           | 713.00        | 66,540.00     | 65,827.00     | 1.1     |
| 100-70-9696 TWO 3/4 TON PICK UP TRUCKS    | .00           | .00           | ( 26,428.00)  | ( 26,428.00)  | .0      |
| TOTAL PROPERTY MAINTENANCE                | 24,238.15     | 366,885.35    | 991,579.72    | 624,694.37    | 37.0    |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

|                                            | PERIOD ACTUAL | YTD ACTUAL       | BUDGET           | UNEXPENDED       | PCNT    |
|--------------------------------------------|---------------|------------------|------------------|------------------|---------|
| <u>DEPARTMENT 71</u>                       |               |                  |                  |                  |         |
| 100-71-6153 HEATING FUEL                   | .00           | 387.17           | .00              | ( 387.17)        | .0      |
| TOTAL DEPARTMENT 71                        | .00           | 387.17           | .00              | ( 387.17)        | .0      |
| <u>COMMUNITY SERVICE</u>                   |               |                  |                  |                  |         |
| 100-72-6155 SENIOR CTR - W/S/G ONC         | .00           | .00              | 3,298.00         | 3,298.00         | .0      |
| 100-72-6171 BETHEL FRIENDS OF CANINES      | .00           | 115,000.00       | 115,000.00       | .00              | 100.0   |
| 100-72-6430 COMMUNITY ACTION GRANT         | .00           | 44,240.00        | 117,700.00       | 73,460.00        | 37.6    |
| 100-72-6431 UAF 4-H CONTRIBUTION           | .00           | 224,000.00       | 112,000.00       | ( 112,000.00)    | 200.0   |
| 100-72-6509 LIBRARY CONTRIBUTION           | .00           | 72,600.00        | 72,600.00        | .00              | 100.0   |
| TOTAL COMMUNITY SERVICE                    | .00           | 455,840.00       | 420,598.00       | ( 35,242.00)     | 108.4   |
| <u>IN KIND MATCH &amp; TRANSFERS</u>       |               |                  |                  |                  |         |
| 100-73-6640 CASH XFER POOL F40- SALES TAX  | .00           | 400,203.00       | 683,060.00       | 282,857.00       | 58.6    |
| 100-73-6641 CASH XFER POOL F40- ALCO TAX   | .00           | 7,354.00         | 14,319.00        | 6,965.00         | 51.4    |
| 100-73-6643 CASH XFER- FUND                | .00           | 55,969.00        | 172,976.00       | 117,007.00       | 32.4    |
| 100-73-6647 CASH XFER-FLEET REPLACE FUND   | .00           | .00              | 80,000.00        | 80,000.00        | .0      |
| 100-73-6667 XFER FROM POOL F40-AK REMOTEST | .00           | .00              | 54,145.00        | 54,145.00        | .0      |
| 100-73-9552 XFER FROM GF: MARIJUANA TAX    | .00           | 16,550.00        | 28,305.00        | 11,755.00        | 58.5    |
| TOTAL IN KIND MATCH & TRANSFERS            | .00           | 480,076.00       | 1,032,805.00     | 552,729.00       | 46.5    |
| TOTAL FUND EXPENDITURES                    | 351,327.49    | 10,847,827.93    | 21,776,429.45    | 10,928,601.52    | 49.8    |
| NET REVENUE OVER EXPENDITURES              | ( 351,327.49) | ( 10,847,827.93) | ( 21,776,429.45) | ( 10,928,601.52) | ( 49.8) |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

COMMUNITY SERVICE PATROL GRANT

|                                     | PERIOD ACTUAL | YTD ACTUAL   | BUDGET        | UNEXPENDED    | PCNT    |
|-------------------------------------|---------------|--------------|---------------|---------------|---------|
| <u>CSP PROGRAM</u>                  |               |              |               |               |         |
| 270-50-6000 SALARIES                | 3,813.20      | 49,356.03    | 148,090.00    | 98,733.97     | 33.3    |
| 270-50-6010 OVERTIME                | 993.15        | 8,289.22     | .00           | ( 8,289.22)   | .0      |
| 270-50-6022 HOLIDAY PAY             | 650.16        | 3,204.46     | 5,000.00      | 1,795.54      | 64.1    |
| 270-50-6023 LEAVE CASHOUT           | .00           | .00          | 6,985.00      | 6,985.00      | .0      |
| 270-50-6031 PAYABLE MEDICARE FICA   | 78.40         | 883.84       | 2,147.00      | 1,263.16      | 41.2    |
| 270-50-6032 UNEMPLOYMENT            | .00           | .00          | 2,636.00      | 2,636.00      | .0      |
| 270-50-6033 WORKERS' COMPENSATION   | .00           | 355.82       | 3,826.00      | 3,470.18      | 9.3     |
| 270-50-6034 PERS                    | 1,200.43      | 12,894.90    | 32,580.00     | 19,685.10     | 39.6    |
| 270-50-6040 EMPLOYEE GROUP BENEFITS | 948.93        | 12,922.19    | 76,284.00     | 63,361.81     | 16.9    |
| 270-50-6041 UTILITY BENEFIT         | .00           | 3,899.46     | 13,680.00     | 9,780.54      | 28.5    |
| 270-50-6100 SUPPLIES                | .00           | .00          | 4,000.00      | 4,000.00      | .0      |
| 270-50-6103 WEARING APPAREL         | .00           | .00          | 1,800.00      | 1,800.00      | .0      |
| 270-50-6150 GASOLINE/DIESEL/OIL     | .00           | 1,289.33     | 16,000.00     | 14,710.67     | 8.1     |
| 270-50-6153 HEATING FUEL            | .00           | .00          | 100.00        | 100.00        | .0      |
| 270-50-6171 STAFF CELLULAR PHONES   | .00           | 747.36       | 800.00        | 52.64         | 93.4    |
| 270-50-6400 INSURANCE               | .00           | 2,104.55     | 3,600.00      | 1,495.45      | 58.5    |
| 270-50-6440 IN-KIND EXPENSES        | .00           | 2,297.31     | 32,308.00     | 30,010.69     | 7.1     |
| TOTAL CSP PROGRAM                   | 7,684.27      | 98,244.47    | 349,836.00    | 251,591.53    | 28.1    |
| TOTAL FUND EXPENDITURES             | 7,684.27      | 98,244.47    | 349,836.00    | 251,591.53    | 28.1    |
| NET REVENUE OVER EXPENDITURES       | ( 7,684.27)   | ( 98,244.47) | ( 349,836.00) | ( 251,591.53) | ( 28.1) |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

YK REG AQUA HLTH & SAFETY CTR

|                                  |                             | PERIOD ACTUAL | YTD ACTUAL    | BUDGET          | UNEXPENDED    | PCNT    |
|----------------------------------|-----------------------------|---------------|---------------|-----------------|---------------|---------|
| <u>LOCAL FUNDED EXPENDITURES</u> |                             |               |               |                 |               |         |
| 400-50-6100                      | SUPPLIES                    | .00           | ( 6,141.09)   | .00             | 6,141.09      | .0      |
| 400-50-6150                      | GASOLINE/DIESEL/OIL         | .00           | 1,184.48      | 2,000.00        | 815.52        | 59.2    |
| 400-50-6153                      | HEATING FUEL                | .00           | 175,067.54    | 210,000.00      | 34,932.46     | 83.4    |
| 400-50-6155                      | WATER/SEWER/GARBAGE         | .00           | 36,086.77     | 56,650.00       | 20,563.23     | 63.7    |
| 400-50-6160                      | ELECTRICITY                 | .00           | 60,248.35     | 92,000.00       | 31,751.65     | 65.5    |
| 400-50-6170                      | TELEPHONE                   | .00           | 1,002.82      | 1,300.00        | 297.18        | 77.1    |
| 400-50-6230                      | VEHICLE MAINT/REPAIR        | .00           | 289.91        | 1,000.00        | 710.09        | 29.0    |
| 400-50-6240                      | PROP MAINT                  | .00           | 21,280.85     | 55,640.00       | 34,359.15     | 38.3    |
| 400-50-6241                      | ICR-PROPERTY MAINTENANCE-5% | .00           | 1,020.93      | 50,000.00       | 48,979.07     | 2.0     |
| 400-50-6320                      | OTHER PROFESSIONAL FEES     | .00           | 78,253.51     | 171,909.00      | 93,655.49     | 45.5    |
| 400-50-6326                      | CONTRACTOR FEES             | .00           | 23,822.19     | 714,821.00      | 690,998.81    | 3.3     |
| 400-50-6335                      | OTHER PURCHASED SERVICES    | .00           | 2,261.07      | 5,000.00        | 2,738.93      | 45.2    |
| 400-50-6400                      | INSURANCE                   | .00           | 32,584.52     | 62,000.00       | 29,415.48     | 52.6    |
| 400-50-6710                      | ADMIN OVERHEAD-GF           | .00           | 70,022.70     | 40,000.00       | ( 30,022.70)  | 175.1   |
| 400-50-6711                      | ADMIN OVERHEAD-IT SVCS      | .00           | 34,847.40     | 43,000.00       | 8,152.60      | 81.0    |
| 400-50-6890                      | CAPITAL EXPENSE- POOL       | .00           | .00           | 20,000.00       | 20,000.00     | .0      |
| 400-50-9692                      | REPAIRS                     | .00           | 187,780.66    | 49,618.05       | ( 138,162.61) | 378.5   |
| TOTAL LOCAL FUNDED EXPENDITURES  |                             | .00           | 719,612.61    | 1,574,938.05    | 855,325.44    | 45.7    |
| TOTAL FUND EXPENDITURES          |                             | .00           | 719,612.61    | 1,574,938.05    | 855,325.44    | 45.7    |
| NET REVENUE OVER EXPENDITURES    |                             | .00           | ( 719,612.61) | ( 1,574,938.05) | ( 855,325.44) | ( 45.7) |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

E-911 SYSTEM/SURCHARGE

|                                      | PERIOD ACTUAL | YTD ACTUAL   | BUDGET        | UNEXPENDED    | PCNT    |
|--------------------------------------|---------------|--------------|---------------|---------------|---------|
| <u>E-911 SERVICES</u>                |               |              |               |               |         |
| 410-50-6000 SALARIES                 | 1,918.89      | 8,457.24     | 73,674.00     | 65,216.76     | 11.5    |
| 410-50-6010 OVERTIME                 | 463.50        | 463.50       | .00           | ( 463.50)     | .0      |
| 410-50-6022 HOLIDAY PAY              | 309.00        | 359.30       | 2,000.00      | 1,640.70      | 18.0    |
| 410-50-6023 LEAVE CASHOUT            | .00           | 633.72       | 3,610.00      | 2,976.28      | 17.6    |
| 410-50-6031 PAYABLE MEDICARE FICA    | 39.03         | 148.95       | 1,068.00      | 919.05        | 14.0    |
| 410-50-6032 UNEMPLOYMENT             | .00           | .00          | 1,311.00      | 1,311.00      | .0      |
| 410-50-6033 WORKERS' COMPENSATION    | .00           | 24.10        | 190.00        | 165.90        | 12.7    |
| 410-50-6034 PERS                     | 592.11        | 2,041.63     | 16,208.00     | 14,166.37     | 12.6    |
| 410-50-6040 EMPLOYEE GROUP BENEFITS  | .00           | 1,837.22     | 27,971.00     | 26,133.78     | 6.6     |
| 410-50-6041 UTILITY BENEFIT          | .00           | 1,538.05     | 5,016.00      | 3,477.95      | 30.7    |
| 410-50-6100 SUPPLIES                 | .00           | 11.98        | .00           | ( 11.98)      | .0      |
| 410-50-6335 OTHER PURCHASED SERVICES | .00           | 1,248.00     | .00           | ( 1,248.00)   | .0      |
| 410-50-6400 INSURANCE                | .00           | 1,454.91     | 2,500.00      | 1,045.09      | 58.2    |
| 410-50-6410 RENTS & LEASES           | .00           | 21,923.82    | 13,000.00     | ( 8,923.82)   | 168.6   |
| TOTAL E-911 SERVICES                 | 3,322.53      | 40,142.42    | 146,548.00    | 106,405.58    | 27.4    |
| TOTAL FUND EXPENDITURES              | 3,322.53      | 40,142.42    | 146,548.00    | 106,405.58    | 27.4    |
| NET REVENUE OVER EXPENDITURES        | ( 3,322.53)   | ( 40,142.42) | ( 146,548.00) | ( 106,405.58) | ( 27.4) |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

SOLID WASTE SERVICES

|                                      | PERIOD ACTUAL | YTD ACTUAL | BUDGET     | UNEXPENDED  | PCNT  |
|--------------------------------------|---------------|------------|------------|-------------|-------|
| <u>HAULED REFUSE</u>                 |               |            |            |             |       |
| 500-70-6000 SALARIES                 | 3,646.14      | 81,502.81  | 130,579.00 | 49,076.19   | 62.4  |
| 500-70-6010 OVERTIME                 | 578.40        | 7,162.58   | 10,250.00  | 3,087.42    | 69.9  |
| 500-70-6022 HOLIDAY PAY              | 771.20        | 4,719.89   | 1,500.00   | ( 3,219.89) | 314.7 |
| 500-70-6023 LEAVE CASHOUT            | .00           | .00        | 7,041.00   | 7,041.00    | .0    |
| 500-70-6030 SOCIAL SECURITY EXPENSE  | .00           | 642.25     | 1,790.00   | 1,147.75    | 35.9  |
| 500-70-6031 PAYABLE MEDICARE FICA    | 71.00         | 1,313.59   | 2,042.00   | 728.41      | 64.3  |
| 500-70-6032 UNEMPLOYMENT             | .00           | .00        | 2,507.00   | 2,507.00    | .0    |
| 500-70-6033 WORKERS' COMPENSATION    | .00           | 2,821.00   | 3,638.00   | 817.00      | 77.5  |
| 500-70-6034 PERS                     | 1,099.06      | 18,254.52  | 21,712.00  | 3,457.48    | 84.1  |
| 500-70-6040 EMPLOYEE GROUP BENEFITS  | 1,256.64      | 12,296.05  | 27,971.00  | 15,674.95   | 44.0  |
| 500-70-6041 UTILITY BENEFIT          | .00           | 1,769.76   | 5,016.00   | 3,246.24    | 35.3  |
| 500-70-6100 SUPPLIES                 | .00           | 382.55     | 1,000.00   | 617.45      | 38.3  |
| 500-70-6103 WEARING APPAREL          | .00           | .00        | 1,000.00   | 1,000.00    | .0    |
| 500-70-6121 4 YD DUMPSTERS           | .00           | 50,455.00  | 60,000.00  | 9,545.00    | 84.1  |
| 500-70-6150 GASOLINE/DIESEL/OIL      | .00           | 7,474.96   | 14,000.00  | 6,525.04    | 53.4  |
| 500-70-6200 MINOR EQUIPMENT          | .00           | 7.99       | .00        | ( 7.99)     | .0    |
| 500-70-6230 VEHICLE MAINT/REPAIR     | .00           | 29,065.37  | 72,000.00  | 42,934.63   | 40.4  |
| 500-70-6231 VEHICLE PARTS & TOOLS    | .00           | 8,116.91   | 10,000.00  | 1,883.09    | 81.2  |
| 500-70-6232 TIRES & WHEELS           | .00           | 242.50     | 8,000.00   | 7,757.50    | 3.0   |
| 500-70-6335 OTHER PURCHASED SERVICES | .00           | .00        | 1,000.00   | 1,000.00    | .0    |
| 500-70-6400 INSURANCE                | .00           | 4,496.34   | 7,700.00   | 3,203.66    | 58.4  |
| 500-70-6600 BAD DEBTS EXPENSE        | .00           | .00        | 12,500.00  | 12,500.00   | .0    |
| 500-70-6710 ADMIN OVERHEAD-GF        | .00           | 24,573.79  | 42,677.00  | 18,103.21   | 57.6  |
| 500-70-9693 REFUSE TRUCK             | .00           | .00        | 285,850.00 | 285,850.00  | .0    |
| TOTAL HAULED REFUSE                  | 7,422.44      | 255,297.86 | 729,773.00 | 474,475.14  | 35.0  |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

SOLID WASTE SERVICES

|                                      | PERIOD ACTUAL | YTD ACTUAL    | BUDGET          | UNEXPENDED    | PCNT    |
|--------------------------------------|---------------|---------------|-----------------|---------------|---------|
| <u>LANDFILL OPERATIONS</u>           |               |               |                 |               |         |
| 500-71-6000 SALARIES                 | 5,436.04      | 88,461.94     | 150,561.00      | 62,099.06     | 58.8    |
| 500-71-6010 OVERTIME                 | .00           | 10,896.40     | 20,000.00       | 9,103.60      | 54.5    |
| 500-71-6022 HOLIDAY PAY              | 1,083.69      | 6,641.37      | 2,500.00        | ( 4,141.37)   | 265.7   |
| 500-71-6023 LEAVE CASHOUT            | .00           | .00           | 7,353.00        | 7,353.00      | .0      |
| 500-71-6030 SOCIAL SECURITY EXPENSE  | .00           | 107.42        | .00             | ( 107.42)     | .0      |
| 500-71-6031 PAYABLE MEDICARE FICA    | 99.10         | 1,570.07      | 2,473.00        | 902.93        | 63.5    |
| 500-71-6032 UNEMPLOYMENT             | .00           | .00           | 3,036.00        | 3,036.00      | .0      |
| 500-71-6033 WORKERS' COMPENSATION    | .00           | 2,045.18      | 4,406.00        | 2,360.82      | 46.4    |
| 500-71-6034 PERS                     | 1,434.34      | 22,684.49     | 37,523.00       | 14,838.51     | 60.5    |
| 500-71-6040 EMPLOYEE GROUP BENEFITS  | 1,256.64      | 12,421.17     | 66,113.00       | 53,691.83     | 18.8    |
| 500-71-6041 UTILITY BENEFIT          | .00           | 3,946.87      | 11,856.00       | 7,909.13      | 33.3    |
| 500-71-6060 TRAVEL/TRAINING          | .00           | 3,678.13      | 10,000.00       | 6,321.87      | 36.8    |
| 500-71-6100 SUPPLIES                 | .00           | 1,211.71      | 3,000.00        | 1,788.29      | 40.4    |
| 500-71-6103 WEARING APPAREL          | .00           | 497.11        | 3,000.00        | 2,502.89      | 16.6    |
| 500-71-6132 SALT                     | .00           | .00           | 30,000.00       | 30,000.00     | .0      |
| 500-71-6150 GASOLINE/DIESEL/OIL      | .00           | 38,092.34     | 15,000.00       | ( 23,092.34)  | 254.0   |
| 500-71-6153 HEATING FUEL             | .00           | 5,186.46      | 18,100.00       | 12,913.54     | 28.7    |
| 500-71-6160 ELECTRICITY              | .00           | 2,233.29      | 5,700.00        | 3,466.71      | 39.2    |
| 500-71-6171 STAFF CELLULAR PHONES    | .00           | 398.25        | 900.00          | 501.75        | 44.3    |
| 500-71-6200 MINOR EQUIPMENT          | .00           | 4,395.01      | 7,500.00        | 3,104.99      | 58.6    |
| 500-71-6230 VEHICLE MAINT/REPAIR     | .00           | 32,294.86     | 80,000.00       | 47,705.14     | 40.4    |
| 500-71-6231 VEHICLE PARTS & TOOLS    | .00           | 16,422.55     | 10,000.00       | ( 6,422.55)   | 164.2   |
| 500-71-6240 PROPERTY MAINT           | .00           | 12,668.19     | 33,384.00       | 20,715.81     | 38.0    |
| 500-71-6335 OTHER PURCHASED SERVICES | .00           | 600.00        | 4,000.00        | 3,400.00      | 15.0    |
| 500-71-6400 INSURANCE                | .00           | 3,026.95      | 5,200.00        | 2,173.05      | 58.2    |
| 500-71-6503 DUES & SUBSCRIPTIONS     | .00           | 4,245.00      | 10,000.00       | 5,755.00      | 42.5    |
| 500-71-6539 MISCELLANEOUS EXPENSES   | .00           | .00           | 4,000.00        | 4,000.00      | .0      |
| 500-71-6600 BAD DEBT EXPENSE         | .00           | .00           | 1,300.00        | 1,300.00      | .0      |
| 500-71-6710 ADMIN OVERHEAD-GF        | .00           | 35,110.14     | 60,975.00       | 25,864.86     | 57.6    |
| 500-71-6711 ADMIN OVERHEAD-IT SVCS   | .00           | 16,775.37     | 20,700.00       | 3,924.63      | 81.0    |
| 500-71-9695 HAMMEL DK SHREDDER       | .00           | 18,994.39     | .00             | ( 18,994.39)  | .0      |
| TOTAL LANDFILL OPERATIONS            | 9,309.81      | 344,604.66    | 628,580.00      | 283,975.34    | 54.8    |
| <u>RECYCLING OPERATIONS</u>          |               |               |                 |               |         |
| 500-72-6153 HEATING FUEL             | .00           | 10,113.46     | .00             | ( 10,113.46)  | .0      |
| TOTAL RECYCLING OPERATIONS           | .00           | 10,113.46     | .00             | ( 10,113.46)  | .0      |
| TOTAL FUND EXPENDITURES              | 16,732.25     | 610,015.98    | 1,358,353.00    | 748,337.02    | 44.9    |
| NET REVENUE OVER EXPENDITURES        | ( 16,732.25)  | ( 610,015.98) | ( 1,358,353.00) | ( 748,337.02) | ( 44.9) |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

WATER & SEWER SERVICES

|                                     | PERIOD ACTUAL | YTD ACTUAL | BUDGET     | UNEXPENDED   | PCNT  |
|-------------------------------------|---------------|------------|------------|--------------|-------|
| <u>UTILITY BILLING</u>              |               |            |            |              |       |
| 510-80-6000 SALARIES                | 1,653.92      | 26,728.05  | 113,801.00 | 87,072.95    | 23.5  |
| 510-80-6010 OVERTIME                | .00           | 383.55     | 3,000.00   | 2,616.45     | 12.8  |
| 510-80-6022 HOLIDAY PAY             | 412.00        | 1,798.64   | .00        | ( 1,798.64)  | .0    |
| 510-80-6023 LEAVE CASHOUT           | .00           | .00        | 5,551.00   | 5,551.00     | .0    |
| 510-80-6031 PAYABLE MEDICARE FICA   | 31.94         | 421.17     | 1,694.00   | 1,272.83     | 24.9  |
| 510-80-6032 UNEMPLOYMENT            | .00           | .00        | 2,079.00   | 2,079.00     | .0    |
| 510-80-6033 WORKERS' COMPENSATION   | .00           | 37.33      | 3,017.00   | 2,979.67     | 1.2   |
| 510-80-6034 PERS                    | 495.60        | 6,284.68   | 25,696.00  | 19,411.32    | 24.5  |
| 510-80-6040 EMPLOYEE GROUP BENEFITS | 1,397.33      | 925.34     | 57,213.00  | 56,287.66    | 1.6   |
| 510-80-6041 UTILITY BENEFIT         | .00           | 1,404.92   | 10,260.00  | 8,855.08     | 13.7  |
| 510-80-6060 TRAVEL/TRAINING         | .00           | .00        | 4,500.00   | 4,500.00     | .0    |
| 510-80-6100 SUPPLIES                | .00           | .00        | 3,500.00   | 3,500.00     | .0    |
| 510-80-6200 MINOR EQUIPMENT         | .00           | .00        | 4,000.00   | 4,000.00     | .0    |
| 510-80-6335 OUTSOURCED SERVICES     | .00           | 20,479.25  | .00        | ( 20,479.25) | .0    |
| 510-80-6400 INSURANCE               | .00           | 711.21     | 1,200.00   | 488.79       | 59.3  |
| 510-80-6506 POSTAGE                 | .00           | 2,009.56   | 15,000.00  | 12,990.44    | 13.4  |
| 510-80-6531 BANK CHARGES            | .00           | 42,375.95  | 40,000.00  | ( 2,375.95)  | 105.9 |
| 510-80-6539 MISCELLANEOUS EXPENSES  | 1,000.00      | 4,000.00   | 500.00     | ( 3,500.00)  | 800.0 |
| 510-80-6710 ADMIN OVERHEAD-GF       | .00           | 25,522.67  | 44,325.00  | 18,802.33    | 57.6  |
| 510-80-6711 ADMIN OVERHEAD-IT SVCS  | .00           | 15,397.69  | 19,000.00  | 3,602.31     | 81.0  |
| TOTAL UTILITY BILLING               | 4,990.79      | 148,480.01 | 354,336.00 | 205,855.99   | 41.9  |



CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

WATER & SEWER SERVICES

|                                           | PERIOD ACTUAL | YTD ACTUAL   | BUDGET       | UNEXPENDED   | PCNT  |
|-------------------------------------------|---------------|--------------|--------------|--------------|-------|
| <u>HAULED WATER</u>                       |               |              |              |              |       |
| 510-81-6000 SALARIES                      | 20,256.25     | 370,123.73   | 734,059.00   | 363,935.27   | 50.4  |
| 510-81-6010 OVERTIME                      | 8,817.20      | 192,927.46   | 150,000.00   | ( 42,927.46) | 128.6 |
| 510-81-6022 HOLIDAY PAY                   | 584.83        | 11,806.01    | 4,000.00     | ( 7,806.01)  | 295.2 |
| 510-81-6023 LEAVE CASHOUT                 | .00           | 1,920.55     | 22,734.00    | 20,813.45    | 8.5   |
| 510-81-6030 SOCIAL SECURITY EXPENSE       | 1,292.71      | 25,606.79    | 19,344.00    | ( 6,262.79)  | 132.4 |
| 510-81-6031 PAYABLE MEDICARE FICA         | 419.50        | 8,114.48     | 12,819.00    | 4,704.52     | 63.3  |
| 510-81-6032 UNEMPLOYMENT                  | .00           | 2,447.00     | 15,736.00    | 13,289.00    | 15.6  |
| 510-81-6033 WORKERS' COMPENSATION         | .00           | 3,988.36     | 22,838.00    | 18,849.64    | 17.5  |
| 510-81-6034 PERS                          | 1,937.81      | 34,878.14    | 125,853.00   | 90,974.86    | 27.7  |
| 510-81-6040 EMPLOYEE GROUP BENEFITS       | 2,627.88      | 25,579.51    | 161,468.00   | 135,888.49   | 15.8  |
| 510-81-6041 UTILITY BENEFIT               | .00           | 2,980.03     | 28,956.00    | 25,975.97    | 10.3  |
| 510-81-6060 TRAVEL/TRAINING               | .00           | .00          | 45,000.00    | 45,000.00    | .0    |
| 510-81-6100 SUPPLIES                      | .00           | 9,267.85     | 15,000.00    | 5,732.15     | 61.8  |
| 510-81-6103 WEARING APPAREL               | .00           | 9,754.90     | 15,000.00    | 5,245.10     | 65.0  |
| 510-81-6150 GASOLINE/DIESEL/OIL           | .00           | 90,329.35    | 110,000.00   | 19,670.65    | 82.1  |
| 510-81-6153 HEATING FUEL                  | .00           | 12,761.11    | 154,800.00   | 142,038.89   | 8.2   |
| 510-81-6155 WATER/SEWER/GARBAGE           | .00           | 4,104.44     | 7,200.00     | 3,095.56     | 57.0  |
| 510-81-6160 ELECTRICITY                   | .00           | 7,919.99     | 14,900.00    | 6,980.01     | 53.2  |
| 510-81-6170 TELEPHONE                     | .00           | 21.71        | 50.00        | 28.29        | 43.4  |
| 510-81-6171 STAFF CELLULAR PHONES         | .00           | 796.50       | 6,500.00     | 5,703.50     | 12.3  |
| 510-81-6200 MINOR EQUIPMENT               | .00           | 50.94        | 5,000.00     | 4,949.06     | 1.0   |
| 510-81-6230 VEHICLE MAINT/REPAIR          | .00           | 120,984.62   | 299,700.00   | 178,715.38   | 40.4  |
| 510-81-6231 VEHICLE PARTS & TOOLS         | .00           | 55,042.12    | 62,500.00    | 7,457.88     | 88.1  |
| 510-81-6232 TIRES & WHEELS                | .00           | 5,838.01     | 20,000.00    | 14,161.99    | 29.2  |
| 510-81-6240 PROPERTY MAINT                | .00           | 21,113.64    | 55,640.00    | 34,526.36    | 38.0  |
| 510-81-6332 LAB TESTS                     | .00           | 800.00       | 3,000.00     | 2,200.00     | 26.7  |
| 510-81-6335 OTHER PURCHASED SERVICES      | .00           | 4,973.97     | 3,000.00     | ( 1,973.97)  | 165.8 |
| 510-81-6400 INSURANCE                     | .00           | 74,441.60    | 122,000.00   | 47,558.40    | 61.0  |
| 510-81-6539 MISCELLANEOUS EXPENSES        | .00           | 10,926.19    | 20,000.00    | 9,073.81     | 54.6  |
| 510-81-6600 BAD DEBT EXPENSE              | .00           | .00          | 12,100.00    | 12,100.00    | .0    |
| 510-81-6710 ADMIN OVERHEAD-GF             | .00           | 148,996.36   | 258,760.00   | 109,763.64   | 57.6  |
| 510-81-6711 ADMIN OVERHEAD-IT SVCS        | .00           | 14,668.33    | 18,100.00    | 3,431.67     | 81.0  |
| 510-81-6890 CAP EXP                       | .00           | .00          | 619,171.80   | 619,171.80   | .0    |
| 510-81-9695 FLEET MGMT. SOFTWARE/TABLETS/ | .00           | .00          | 75,000.00    | 75,000.00    | .0    |
| 510-81-9696 RADIO BASE STATION UPGRADE    | .00           | 2,343.24     | 9,500.00     | 7,156.76     | 24.7  |
| TOTAL HAULED WATER                        | 35,936.18     | 1,275,506.93 | 3,249,728.80 | 1,974,221.87 | 39.3  |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

WATER & SEWER SERVICES

|                                            | PERIOD ACTUAL | YTD ACTUAL     | BUDGET         | UNEXPENDED     | PCNT     |
|--------------------------------------------|---------------|----------------|----------------|----------------|----------|
| <u>PIPED WATER</u>                         |               |                |                |                |          |
| 510-82-6000 SALARIES                       | 2,167.18      | 45,772.01      | 137,577.00     | 91,804.99      | 33.3     |
| 510-82-6010 OVERTIME                       | 1,039.72      | 21,982.75      | 34,000.00      | 12,017.25      | 64.7     |
| 510-82-6022 HOLIDAY PAY                    | 173.84        | 1,285.54       | 800.00         | ( 485.54)      | 160.7    |
| 510-82-6023 LEAVE CASHOUT                  | .00           | 1,212.38       | 6,727.00       | 5,514.62       | 18.0     |
| 510-82-6030 SOCIAL SECURITY EXPENSE        | .00           | 936.71         | 1,015.00       | 78.29          | 92.3     |
| 510-82-6031 PAYABLE MEDICARE FICA          | 44.58         | 975.97         | 2,488.00       | 1,512.03       | 39.2     |
| 510-82-6032 UNEMPLOYMENT                   | .00           | .00            | 3,054.00       | 3,054.00       | .0       |
| 510-82-6033 WORKERS' COMPENSATION          | .00           | 77.30          | 4,432.00       | 4,354.70       | 1.7      |
| 510-82-6034 PERS                           | 743.76        | 11,840.01      | 37,747.00      | 25,906.99      | 31.4     |
| 510-82-6040 EMPLOYEE GROUP BENEFITS        | 4,290.29      | 34,659.71      | 69,927.00      | 35,267.29      | 49.6     |
| 510-82-6041 UTILITY BENEFIT                | .00           | 2,637.98       | 12,540.00      | 9,902.02       | 21.0     |
| 510-82-6060 TRAVEL/TRAINING                | .00           | .00            | 8,000.00       | 8,000.00       | .0       |
| 510-82-6100 SUPPLIES                       | .00           | 4,827.38       | 5,000.00       | 172.62         | 96.6     |
| 510-82-6103 WEARING APPAREL                | .00           | .00            | 5,000.00       | 5,000.00       | .0       |
| 510-82-6108 PLUMBING SUPPLIES              | .00           | 14,854.60      | 15,000.00      | 145.40         | 99.0     |
| 510-82-6150 GASOLINE/DIESEL/OIL            | .00           | 10,528.62      | 15,000.00      | 4,471.38       | 70.2     |
| 510-82-6153 HEATING FUEL                   | .00           | 30,047.17      | 48,400.00      | 18,352.83      | 62.1     |
| 510-82-6155 WATER/SEWER/GARBAGE            | .00           | 1,776.38       | 2,200.00       | 423.62         | 80.7     |
| 510-82-6160 ELECTRICITY-UTIL MT SHOP       | .00           | 4,161.85       | 8,200.00       | 4,038.15       | 50.8     |
| 510-82-6170 TELEPHONE                      | .00           | 18.37          | 50.00          | 31.63          | 36.7     |
| 510-82-6171 STAFF CELLULAR PHONES          | .00           | 1,714.02       | 2,200.00       | 485.98         | 77.9     |
| 510-82-6200 MINOR EQUIPMENT                | .00           | 3,548.95       | .00            | ( 3,548.95)    | .0       |
| 510-82-6230 VEHICLE MAINT/REPAIR           | .00           | 1,170.69       | 2,900.00       | 1,729.31       | 40.4     |
| 510-82-6231 VEHICLE PARTS & TOOLS          | .00           | 2,660.36       | 1,500.00       | ( 1,160.36)    | 177.4    |
| 510-82-6232 TIRES & WHEELS                 | .00           | 835.20         | 500.00         | ( 335.20)      | 167.0    |
| 510-82-6332 LAB TESTS                      | .00           | .00            | 500.00         | 500.00         | .0       |
| 510-82-6335 OTHER PURCHASED SERVICES       | .00           | 3,742.24       | 1,500.00       | ( 2,242.24)    | 249.5    |
| 510-82-6400 INSURANCE                      | .00           | 4,728.02       | 8,100.00       | 3,371.98       | 58.4     |
| 510-82-6401 INSURANCE-DED EXP & OTHER      | .00           | .00            | 530.00         | 530.00         | .0       |
| 510-82-6600 BAD DEBT EXPENSE               | .00           | .00            | 26,300.00      | 26,300.00      | .0       |
| 510-82-6710 ADMIN OVERHEAD-GF              | .00           | 35,625.16      | 61,870.00      | 26,244.84      | 57.6     |
| 510-82-6711 ADMIN OVERHEAD-IT SVCS         | .00           | 16,046.02      | 19,800.00      | 3,753.98       | 81.0     |
| 510-82-9691 PIPED WATER CAPITAL USDA MATCH | .00           | 23,786.00      | .00            | ( 23,786.00)   | .0       |
| <br>TOTAL PIPED WATER                      | <br>8,459.37  | <br>281,451.39 | <br>542,857.00 | <br>261,405.61 | <br>51.9 |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

WATER & SEWER SERVICES

|                                        | PERIOD ACTUAL | YTD ACTUAL | BUDGET     | UNEXPENDED   | PCNT  |
|----------------------------------------|---------------|------------|------------|--------------|-------|
| <u>BETHEL HTS WTR TREATMENT</u>        |               |            |            |              |       |
| 510-83-6000 SALARIES                   | 4,752.30      | 92,584.44  | 132,854.00 | 40,269.56    | 69.7  |
| 510-83-6010 OVERTIME                   | 1,587.75      | 32,614.62  | 37,000.00  | 4,385.38     | 88.2  |
| 510-83-6022 HOLIDAY PAY                | 454.80        | 4,519.77   | 2,500.00   | ( 2,019.77)  | 180.8 |
| 510-83-6023 LEAVE CASHOUT              | .00           | 2,181.57   | 6,489.00   | 4,307.43     | 33.6  |
| 510-83-6030 SOCIAL SECURITY EXPENSE    | .00           | 468.35     | .00        | ( 468.35)    | .0    |
| 510-83-6031 PAYABLE MEDICARE FICA      | 39.67         | 1,114.84   | 2,463.00   | 1,348.16     | 45.3  |
| 510-83-6032 UNEMPLOYMENT               | .00           | .00        | 3,023.00   | 3,023.00     | .0    |
| 510-83-6033 WORKERS' COMPENSATION      | .00           | 479.63     | 4,388.00   | 3,908.37     | 10.9  |
| 510-83-6034 PERS                       | 1,494.86      | 26,865.07  | 37,368.00  | 10,502.93    | 71.9  |
| 510-83-6040 EMPLOYEE GROUP BENEFITS    | 1,256.64      | 16,199.71  | 69,927.00  | 53,727.29    | 23.2  |
| 510-83-6041 UTILITY BENEFIT            | .00           | 8,733.53   | 12,540.00  | 3,806.47     | 69.7  |
| 510-83-6060 TRAVEL/TRAINING            | .00           | .00        | 5,000.00   | 5,000.00     | .0    |
| 510-83-6100 SUPPLIES                   | .00           | 1,330.07   | 4,000.00   | 2,669.93     | 33.3  |
| 510-83-6103 WEARING APPAREL            | .00           | 112.48     | 1,500.00   | 1,387.52     | 7.5   |
| 510-83-6108 PLUMBING SUPPLIES          | .00           | 2,170.33   | 5,000.00   | 2,829.67     | 43.4  |
| 510-83-6140 CHEMICALS                  | .00           | 50,648.73  | 40,000.00  | ( 10,648.73) | 126.6 |
| 510-83-6150 GASOLINE/DIESEL/OIL        | .00           | 235.69     | 2,000.00   | 1,764.31     | 11.8  |
| 510-83-6153 HEATING FUEL (PUMPHOUSE)   | .00           | 123,540.86 | 207,800.00 | 84,259.14    | 59.5  |
| 510-83-6160 ELECTRICITY (PUMPHOUSE)    | .00           | 68,289.06  | 104,000.00 | 35,710.94    | 65.7  |
| 510-83-6200 MINOR EQUIPMENT            | .00           | 17,881.25  | 45,000.00  | 27,118.75    | 39.7  |
| 510-83-6230 VEHICLE MAINT/REPAIR       | .00           | 1,190.87   | 2,950.00   | 1,759.13     | 40.4  |
| 510-83-6332 LAB TESTS                  | ( 45.00)      | 4,437.95   | 4,000.00   | ( 437.95)    | 111.0 |
| 510-83-6335 OTHER PURCHASED SERVICES   | .00           | 21,393.59  | 25,000.00  | 3,606.41     | 85.6  |
| 510-83-6400 INSURANCE                  | .00           | 15,541.58  | 26,600.00  | 11,058.42    | 58.4  |
| 510-83-6710 ADMIN OVERHEAD-GF          | .00           | 35,423.55  | 61,520.00  | 26,096.45    | 57.6  |
| 510-83-6711 ADMIN OVERHEAD-IT SVCS     | .00           | 15,235.60  | 18,800.00  | 3,564.40     | 81.0  |
| 510-83-9773 SITE IMPROVEMENTS -CAPITAL | .00           | .00        | 20,150.49  | 20,150.49    | .0    |
| TOTAL BETHEL HTS WTR TREATMENT         | 9,541.02      | 543,193.14 | 881,872.49 | 338,679.35   | 61.6  |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

WATER & SEWER SERVICES

|                                      | PERIOD ACTUAL | YTD ACTUAL | BUDGET       | UNEXPENDED   | PCNT  |
|--------------------------------------|---------------|------------|--------------|--------------|-------|
| <u>CITY SUB WTR TREATMENT</u>        |               |            |              |              |       |
| 510-84-6000 SALARIES                 | 4,561.44      | 85,536.21  | 146,102.00   | 60,565.79    | 58.6  |
| 510-84-6010 OVERTIME                 | 6,621.33      | 93,297.03  | 37,000.00    | ( 56,297.03) | 252.2 |
| 510-84-6022 HOLIDAY PAY              | 428.08        | 4,111.60   | 1,000.00     | ( 3,111.60)  | 411.2 |
| 510-84-6023 LEAVE CASHOUT            | .00           | 2,181.57   | 7,107.00     | 4,925.43     | 30.7  |
| 510-84-6030 SOCIAL SECURITY EXPENSE  | .00           | 468.35     | .00          | ( 468.35)    | .0    |
| 510-84-6031 PAYABLE MEDICARE FICA    | 173.70        | 2,728.42   | 2,655.00     | ( 73.42)     | 102.8 |
| 510-84-6032 UNEMPLOYMENT             | .00           | .00        | 3,259.00     | 3,259.00     | .0    |
| 510-84-6033 WORKERS' COMPENSATION    | .00           | 327.96     | 4,730.00     | 4,402.04     | 6.9   |
| 510-84-6034 PERS                     | 2,554.38      | 38,580.34  | 40,282.00    | 1,701.66     | 95.8  |
| 510-84-6040 EMPLOYEE GROUP BENEFITS  | 1,947.38      | 22,517.96  | 69,927.00    | 47,409.04    | 32.2  |
| 510-84-6041 UTILITY BENEFIT          | .00           | 4,809.36   | 12,540.00    | 7,730.64     | 38.4  |
| 510-84-6060 TRAVEL/TRAINING          | .00           | .00        | 10,000.00    | 10,000.00    | .0    |
| 510-84-6100 SUPPLIES                 | .00           | 8.96       | 3,000.00     | 2,991.04     | .3    |
| 510-84-6103 WEARING APPAREL          | .00           | .00        | 3,000.00     | 3,000.00     | .0    |
| 510-84-6108 PLUMBING SUPPLIES        | .00           | 51.30      | 3,000.00     | 2,948.70     | 1.7   |
| 510-84-6140 CHEMICALS                | .00           | 99,009.03  | 75,000.00    | ( 24,009.03) | 132.0 |
| 510-84-6150 GASOLINE/DIESEL/OIL      | .00           | 3,602.63   | 1,500.00     | ( 2,102.63)  | 240.2 |
| 510-84-6153 HEATING FUEL(CS WTF)     | .00           | 73,629.16  | 179,600.00   | 105,970.84   | 41.0  |
| 510-84-6160 ELECTRICITY (CS WTF)     | .00           | 51,094.49  | 77,200.00    | 26,105.51    | 66.2  |
| 510-84-6170 TELEPHONE                | .00           | 265.00     | 50.00        | ( 215.00)    | 530.0 |
| 510-84-6200 MINOR EQUIPMENT          | .00           | 1,762.58   | 25,000.00    | 23,237.42    | 7.1   |
| 510-84-6230 VEHICLE MAINT (ISF)      | .00           | 1,614.75   | 4,000.00     | 2,385.25     | 40.4  |
| 510-84-6332 LAB TESTS                | .00           | 12,208.98  | 15,000.00    | 2,791.02     | 81.4  |
| 510-84-6335 OTHER PURCHASED SERVICES | .00           | 53,962.90  | 25,000.00    | ( 28,962.90) | 215.9 |
| 510-84-6400 INSURANCE                | .00           | 9,627.02   | 16,500.00    | 6,872.98     | 58.4  |
| 510-84-6502 ADVERTISING              | .00           | .00        | 500.00       | 500.00       | .0    |
| 510-84-6710 ADMIN OVERHEAD-GF        | .00           | 37,266.32  | 64,720.00    | 27,453.68    | 57.6  |
| 510-84-6711 ADMIN OVERHEAD-IT SVCS   | .00           | 16,775.37  | 20,700.00    | 3,924.63     | 81.0  |
| 510-84-6890 CAPITAL EXPENDITURES     | .00           | 12,945.82  | 156,303.50   | 143,357.68   | 8.3   |
| TOTAL CITY SUB WTR TREATMENT         | 16,286.31     | 628,383.11 | 1,004,675.50 | 376,292.39   | 62.6  |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

WATER & SEWER SERVICES

|                                           | PERIOD ACTUAL | YTD ACTUAL   | BUDGET       | UNEXPENDED   | PCNT   |
|-------------------------------------------|---------------|--------------|--------------|--------------|--------|
| <u>HAULED SEWER</u>                       |               |              |              |              |        |
| 510-85-6000 SALARIES                      | 23,690.12     | 422,375.96   | 613,691.00   | 191,315.04   | 68.8   |
| 510-85-6010 OVERTIME                      | 9,159.20      | 168,128.85   | 125,000.00   | ( 43,128.85) | 134.5  |
| 510-85-6022 HOLIDAY PAY                   | 1,328.11      | 16,965.58    | 7,000.00     | ( 9,965.58)  | 242.4  |
| 510-85-6023 LEAVE CASHOUT                 | .00           | 1,920.55     | 4,310.00     | 2,389.45     | 44.6   |
| 510-85-6030 SOCIAL SECURITY EXPENSE       | 1,001.68      | 20,484.98    | 1,486.00     | ( 18,998.98) | 1378.5 |
| 510-85-6031 PAYABLE MEDICARE FICA         | 491.42        | 8,729.49     | 10,711.00    | 1,981.51     | 81.5   |
| 510-85-6032 UNEMPLOYMENT                  | .00           | 545.12       | 13,149.00    | 12,603.88    | 4.2    |
| 510-85-6033 WORKERS' COMPENSATION         | .00           | 3,978.99     | 19,083.00    | 15,104.01    | 20.9   |
| 510-85-6034 PERS                          | 3,964.65      | 60,173.30    | 115,576.00   | 55,402.70    | 52.1   |
| 510-85-6040 EMPLOYEE GROUP BENEFITS       | 9,223.67      | 68,267.98    | 27,971.00    | ( 40,296.98) | 244.1  |
| 510-85-6041 UTILITY BENEFIT               | .00           | 1,547.09     | 5,016.00     | 3,468.91     | 30.8   |
| 510-85-6060 TRAVEL/TRAINING               | .00           | .00          | 45,000.00    | 45,000.00    | .0     |
| 510-85-6100 SUPPLIES                      | .00           | 4,517.89     | 15,000.00    | 10,482.11    | 30.1   |
| 510-85-6103 WEARING APPAREL               | .00           | 4,940.70     | 15,000.00    | 10,059.30    | 32.9   |
| 510-85-6150 GASOLINE/DIESEL/OIL           | .00           | 94,364.45    | 96,000.00    | 1,635.55     | 98.3   |
| 510-85-6153 HEATING FUEL                  | .00           | 11,678.26    | 134,700.00   | 123,021.74   | 8.7    |
| 510-85-6155 WATER/SEWER/GARBAGE           | .00           | 4,104.44     | 7,200.00     | 3,095.56     | 57.0   |
| 510-85-6160 ELECTRICITY                   | .00           | 7,919.99     | 14,900.00    | 6,980.01     | 53.2   |
| 510-85-6171 STAFF CELLULAR PHONES         | .00           | .00          | 5,500.00     | 5,500.00     | .0     |
| 510-85-6200 MINOR EQUIPMENT               | .00           | 515.23       | 5,000.00     | 4,484.77     | 10.3   |
| 510-85-6230 VEHICLE MAINT/REPAIR          | .00           | 119,087.30   | 295,000.00   | 175,912.70   | 40.4   |
| 510-85-6231 VEHICLE PARTS & TOOLS         | .00           | 74,996.33    | 50,000.00    | ( 24,996.33) | 150.0  |
| 510-85-6232 TIRES & WHEELS                | .00           | 2,866.80     | 20,000.00    | 17,133.20    | 14.3   |
| 510-85-6240 PROPERTY MAINT                | .00           | 21,113.64    | 55,640.00    | 34,526.36    | 38.0   |
| 510-85-6335 OTHER PURCHASED SERVICES      | .00           | 1,374.45     | 3,000.00     | 1,625.55     | 45.8   |
| 510-85-6400 INSURANCE                     | .00           | 70,167.48    | 86,600.00    | 16,432.52    | 81.0   |
| 510-85-6539 MISCELLANEOUS EXPENSES        | .00           | 215.82       | 2,000.00     | 1,784.18     | 10.8   |
| 510-85-6600 BAD DEBT EXPENSE              | .00           | .00          | 55,500.00    | 55,500.00    | .0     |
| 510-85-6710 ADMIN OVERHEAD-GF             | .00           | 108,261.27   | 188,016.00   | 79,754.73    | 57.6   |
| 510-85-6711 ADMIN OVERHEAD-IT SVCS        | .00           | 14,668.33    | 18,100.00    | 3,431.67     | 81.0   |
| 510-85-6890 CAPITAL EXPENDITURES          | .00           | .00          | 620,000.00   | 620,000.00   | .0     |
| 510-85-9691 SEWER TRUCK(S)                | .00           | .00          | 299,773.48   | 299,773.48   | .0     |
| 510-85-9693 FLEET MGMT. SOFTWARE/TABLETS/ | .00           | .00          | 75,000.00    | 75,000.00    | .0     |
| 510-85-9696 RADIO BASE STATION UPGRADE    | .00           | 2,363.24     | 9,500.00     | 7,136.76     | 24.9   |
| 510-85-9699 HAULED SEWER CAP SL ASSET RES | .00           | .00          | 182,825.00   | 182,825.00   | .0     |
| TOTAL HAULED SEWER                        | 48,858.85     | 1,316,273.51 | 3,242,247.48 | 1,925,973.97 | 40.6   |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

WATER & SEWER SERVICES

|                                           | PERIOD ACTUAL | YTD ACTUAL | BUDGET       | UNEXPENDED   | PCNT  |
|-------------------------------------------|---------------|------------|--------------|--------------|-------|
| PIPED SEWER                               |               |            |              |              |       |
| 510-86-6000 SALARIES                      | 1,886.50      | 40,949.48  | 138,124.00   | 97,174.52    | 29.7  |
| 510-86-6010 OVERTIME                      | 1,039.71      | 21,982.76  | 34,375.00    | 12,392.24    | 64.0  |
| 510-86-6022 HOLIDAY PAY                   | 173.85        | 1,285.55   | 800.00       | ( 485.55)    | 160.7 |
| 510-86-6023 LEAVE CASHOUT                 | .00           | 1,212.38   | 5,956.00     | 4,743.62     | 20.4  |
| 510-86-6030 SOCIAL SECURITY EXPENSE       | .00           | 936.71     | 990.00       | 53.29        | 94.6  |
| 510-86-6031 PAYABLE MEDICARE FICA         | 41.03         | 915.94     | 2,501.00     | 1,585.06     | 36.6  |
| 510-86-6032 UNEMPLOYMENT                  | .00           | .00        | 3,070.00     | 3,070.00     | .0    |
| 510-86-6033 WORKERS' COMPENSATION         | .00           | 75.60      | 4,456.00     | 4,380.40     | 1.7   |
| 510-86-6034 PERS                          | 682.01        | 10,784.67  | 37,950.00    | 27,165.33    | 28.4  |
| 510-86-6040 EMPLOYEE GROUP BENEFITS       | 1,127.71      | 8,004.76   | 69,927.00    | 61,922.24    | 11.5  |
| 510-86-6041 UTILITY BENEFITS              | .00           | 2,565.95   | 12,540.00    | 9,974.05     | 20.5  |
| 510-86-6060 TRAVEL/TRAINING               | .00           | .00        | 5,000.00     | 5,000.00     | .0    |
| 510-86-6100 SUPPLIES                      | .00           | 5,408.99   | 3,000.00     | ( 2,408.99)  | 180.3 |
| 510-86-6103 WEARING APPAREL               | .00           | 5,265.71   | 4,000.00     | ( 1,265.71)  | 131.6 |
| 510-86-6108 PLUMBING SUPPLIES             | .00           | 6,629.75   | 7,500.00     | 870.25       | 88.4  |
| 510-86-6150 GASOLINE/DIESEL/OIL           | .00           | 5,328.37   | 15,000.00    | 9,671.63     | 35.5  |
| 510-86-6153 HEATING FUEL                  | .00           | 19,890.37  | 60,000.00    | 40,109.63    | 33.2  |
| 510-86-6155 WATER/SEWER/GARBAGE           | .00           | 1,776.37   | 2,200.00     | 423.63       | 80.7  |
| 510-86-6160 ELECTRICITY-LIFTST & BLDG     | .00           | 61,036.82  | 94,900.00    | 33,863.18    | 64.3  |
| 510-86-6200 MINOR EQUIPMENT               | .00           | 209,254.51 | 150,000.00   | ( 59,254.51) | 139.5 |
| 510-86-6230 VEHICLE MAINT/REPAIR          | .00           | 1,453.27   | 3,600.00     | 2,146.73     | 40.4  |
| 510-86-6231 VEHICLE PARTS & TOOLS         | .00           | 3,197.67   | 1,500.00     | ( 1,697.67)  | 213.2 |
| 510-86-6232 TIRES & WHEELS                | .00           | 2,140.60   | 500.00       | ( 1,640.60)  | 428.1 |
| 510-86-6335 OTHER PURCHASED SERVICES      | .00           | 31,069.33  | 20,000.00    | ( 11,069.33) | 155.4 |
| 510-86-6400 INSURANCE                     | .00           | 4,670.07   | 8,000.00     | 3,329.93     | 58.4  |
| 510-86-6410 LEASED PROPERTY-LIFT STATIONS | .00           | 15,805.35  | 17,000.00    | 1,194.65     | 93.0  |
| 510-86-6503 DUES & SUBSCRIPTIONS          | .00           | 1,500.00   | .00          | ( 1,500.00)  | .0    |
| 510-86-6600 BAD DEBT EXPENSE              | .00           | .00        | 18,500.00    | 18,500.00    | .0    |
| 510-86-6710 ADMIN OVERHEAD-GF             | .00           | 35,669.13  | 61,946.00    | 26,276.87    | 57.6  |
| 510-86-6711 ADMIN OVERHEAD-IT SVCS        | .00           | 16,046.02  | 19,800.00    | 3,753.98     | 81.0  |
| 510-86-6890 PIPED SEWER CAPITAL           | .00           | .00        | 57,137.00    | 57,137.00    | .0    |
| 510-86-9693 HERMAN NELSON HEATER          | .00           | .00        | 68,000.00    | 68,000.00    | .0    |
| 510-86-9699 PIPED SEWER CAP EXP SL ASSETS | .00           | 94,386.19  | 103,958.85   | 9,572.66     | 90.8  |
| TOTAL PIPED SEWER                         | 4,950.81      | 609,242.32 | 1,032,230.85 | 422,988.53   | 59.0  |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

WATER & SEWER SERVICES

|                                       | PERIOD ACTUAL | YTD ACTUAL      | BUDGET           | UNEXPENDED      | PCNT    |
|---------------------------------------|---------------|-----------------|------------------|-----------------|---------|
| <u>SEWER LAGOON</u>                   |               |                 |                  |                 |         |
| 510-87-6000 SALARIES                  | 637.53        | 17,877.17       | 61,991.00        | 44,113.83       | 28.8    |
| 510-87-6010 OVERTIME                  | 231.05        | 5,391.96        | .00              | ( 5,391.96)     | .0      |
| 510-87-6022 HOLIDAY PAY               | 38.63         | 367.90          | 300.00           | ( 67.90)        | 122.6   |
| 510-87-6023 LEAVE CASHOUT             | .00           | 269.42          | 3,057.00         | 2,787.58        | 8.8     |
| 510-87-6030 SOCIAL SECURITY EXPENSE   | .00           | 382.03          | .00              | ( 382.03)       | .0      |
| 510-87-6031 PAYABLE MEDICARE FICA     | 11.87         | 324.11          | 899.00           | 574.89          | 36.1    |
| 510-87-6032 UNEMPLOYMENT              | .00           | .00             | 1,103.00         | 1,103.00        | .0      |
| 510-87-6033 WORKERS' COMPENSATION     | .00           | ( 70.88)        | 1,601.00         | 1,671.88        | ( 4.4)  |
| 510-87-6034 PERS                      | 199.59        | 3,698.53        | 57,046.00        | 53,347.47       | 6.5     |
| 510-87-6040 EMPLOYEE GROUP BENEFITS   | 370.26        | 2,889.08        | 20,342.00        | 17,452.92       | 14.2    |
| 510-87-6041 UTILITY BENEFIT           | .00           | 1,286.26        | 3,648.00         | 2,361.74        | 35.3    |
| 510-87-6060 TRAVEL/TRAINING           | .00           | .00             | 3,000.00         | 3,000.00        | .0      |
| 510-87-6100 SUPPLIES                  | .00           | 279.46          | 1,000.00         | 720.54          | 28.0    |
| 510-87-6103 WEARING APPAREL           | .00           | .00             | 3,000.00         | 3,000.00        | .0      |
| 510-87-6108 PLUMBING SUPPLIES         | .00           | .00             | 3,000.00         | 3,000.00        | .0      |
| 510-87-6150 GASOLINE/DIESEL/OIL       | .00           | 1,013.70        | 38,000.00        | 36,986.30       | 2.7     |
| 510-87-6200 MINOR EQUIPMENT           | .00           | 213.36          | 1,100.00         | 886.64          | 19.4    |
| 510-87-6231 VEHICLE PARTS & TOOLS     | .00           | 38.79           | 160.00           | 121.21          | 24.2    |
| 510-87-6320 LAGOON STUDY              | .00           | 22,299.01       | 56,101.00        | 33,801.99       | 39.8    |
| 510-87-6332 LAB TESTS (SAMPLES)       | .00           | 7,491.98        | 15,000.00        | 7,508.02        | 50.0    |
| 510-87-6335 OTHER PURCHASED SERVICES  | .00           | 393.00          | 500.00           | 107.00          | 78.6    |
| 510-87-6400 INSURANCE                 | .00           | 281.50          | 500.00           | 218.50          | 56.3    |
| 510-87-6420 INTEREST-SEWER LAGOON BND | .00           | 18,836.21       | .00              | ( 18,836.21)    | .0      |
| 510-87-6503 DUES & SUBSCRIPTIONS      | .00           | 7,920.00        | 8,000.00         | 80.00           | 99.0    |
| 510-87-6710 ADMIN OVERHEAD-GF         | .00           | 17,219.65       | 29,905.00        | 12,685.35       | 57.6    |
| 510-87-9692 TERRAMAC RT9-T4 MAROOKA   | .00           | .00             | 299,465.00       | 299,465.00      | .0      |
| TOTAL SEWER LAGOON                    | 1,488.93      | 108,402.24      | 608,718.00       | 500,315.76      | 17.8    |
| TOTAL FUND EXPENDITURES               | 130,512.26    | 4,910,932.65    | 10,916,666.12    | 6,005,733.47    | 45.0    |
| NET REVENUE OVER EXPENDITURES         | ( 130,512.26) | ( 4,910,932.65) | ( 10,916,666.12) | ( 6,005,733.47) | ( 45.0) |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

MUNICIPAL DOCK

|                                         | PERIOD ACTUAL | YTD ACTUAL | BUDGET       | UNEXPENDED  | PCNT  |
|-----------------------------------------|---------------|------------|--------------|-------------|-------|
| <u>DOCK EXPENDITURES</u>                |               |            |              |             |       |
| 520-50-6000 SALARIES                    | 6,346.80      | 112,780.85 | 219,797.00   | 107,016.15  | 51.3  |
| 520-50-6010 OVERTIME                    | 239.18        | 2,858.95   | 5,000.00     | 2,141.05    | 57.2  |
| 520-50-6022 HOLIDAY PAY                 | 660.74        | 4,967.70   | 2,300.00     | ( 2,667.70) | 216.0 |
| 520-50-6023 LEAVE CASHOUT               | .00           | 9,588.33   | 10,616.00    | 1,027.67    | 90.3  |
| 520-50-6030 SOCIAL SECURITY EXPENSE     | .00           | 199.57     | 3,227.00     | 3,027.43    | 6.2   |
| 520-50-6031 PAYABLE MEDICARE FICA       | 113.42        | 1,964.72   | 3,260.00     | 1,295.28    | 60.3  |
| 520-50-6032 UNEMPLOYMENT                | .00           | .00        | 4,001.00     | 4,001.00    | .0    |
| 520-50-6033 WORKERS' COMPENSATION       | .00           | 797.10     | 5,807.00     | 5,009.90    | 13.7  |
| 520-50-6034 PERS                        | 1,594.28      | 25,825.55  | 47,636.00    | 21,810.45   | 54.2  |
| 520-50-6040 EMPLOYEE GROUP BENEFITS     | 3,777.25      | 34,926.68  | 99,678.00    | 64,751.32   | 35.0  |
| 520-50-6041 UTILITY BENEFIT             | .00           | 5,302.33   | 17,875.00    | 12,572.67   | 29.7  |
| 520-50-6060 TRAVEL/TRAINING             | .00           | 1,135.15   | 5,000.00     | 3,864.85    | 22.7  |
| 520-50-6100 SUPPLIES                    | .00           | 1,044.67   | 8,000.00     | 6,955.33    | 13.1  |
| 520-50-6103 WEARING APPAREL             | .00           | 127.19     | 5,000.00     | 4,872.81    | 2.5   |
| 520-50-6121 MUNICIPAL DOCK GRAVEL       | .00           | 130,000.00 | 130,000.00   | .00         | 100.0 |
| 520-50-6150 GASOLINE/DIESEL/OIL         | .00           | 8,374.21   | 15,000.00    | 6,625.79    | 55.8  |
| 520-50-6153 HEATING FUEL                | .00           | 2,996.42   | 10,000.00    | 7,003.58    | 30.0  |
| 520-50-6155 WATER/SEWER/GARBAGE         | .00           | 8,905.73   | 10,000.00    | 1,094.27    | 89.1  |
| 520-50-6156 WATER FOR BARGES            | .00           | .00        | 12,000.00    | 12,000.00   | .0    |
| 520-50-6160 ELECTRICITY                 | .00           | 10,171.15  | 13,509.00    | 3,337.85    | 75.3  |
| 520-50-6170 TELEPHONE                   | .00           | 1,405.15   | 2,250.00     | 844.85      | 62.5  |
| 520-50-6171 STAFF CELLULAR PHONES       | .00           | 1,065.99   | 2,400.00     | 1,334.01    | 44.4  |
| 520-50-6200 MINOR EQUIPMENT             | .00           | 137.37     | 30,000.00    | 29,862.63   | .5    |
| 520-50-6230 VEHICLE MAINT/REPAIR        | .00           | 1,291.80   | 3,200.00     | 1,908.20    | 40.4  |
| 520-50-6231 VEHICLE PARTS & TOOLS       | .00           | 4,700.45   | 20,000.00    | 15,299.55   | 23.5  |
| 520-50-6232 TIRES & WHEELS              | 1,932.96      | 1,932.96   | 5,000.00     | 3,067.04    | 38.7  |
| 520-50-6241 MUNICIPAL DOCK MAINT.       | .00           | 2,622.36   | 50,000.00    | 47,377.64   | 5.2   |
| 520-50-6242 MAINT-SEAWALL               | .00           | .00        | 7,000.00     | 7,000.00    | .0    |
| 520-50-6244 ICR-PROPERTY MAINTENANCE 5% | .00           | 12,668.14  | 26,600.00    | 13,931.86   | 47.6  |
| 520-50-6320 OTHER PROFESSIONAL FEES     | .00           | 1,053.37   | 20,000.00    | 18,946.63   | 5.3   |
| 520-50-6321 LEGAL FEES                  | .00           | .00        | 5,000.00     | 5,000.00    | .0    |
| 520-50-6324 PLANNING/ENGINEERING FEES   | .00           | .00        | 50,000.00    | 50,000.00   | .0    |
| 520-50-6339 OTHER PURCHASED SERVICES    | .00           | 8,602.00   | 30,000.00    | 21,398.00   | 28.7  |
| 520-50-6400 INSURANCE                   | .00           | 8,797.63   | 15,000.00    | 6,202.37    | 58.7  |
| 520-50-6502 ADVERTISING                 | .00           | 275.00     | 1,000.00     | 725.00      | 27.5  |
| 520-50-6503 DUES & SUBSCRIPTIONS        | .00           | 236.40     | 2,000.00     | 1,763.60    | 11.8  |
| 520-50-6531 BANK CHARGES                | .00           | 1,234.89   | 3,000.00     | 1,765.11    | 41.2  |
| 520-50-6539 MISCELLANEOUS EXPENSES      | .00           | 285.74     | 900.00       | 614.26      | 31.8  |
| 520-50-6710 ADMIN OVERHEAD-GF           | .00           | 48,126.27  | 83,580.00    | 35,453.73   | 57.6  |
| 520-50-6711 ADMIN OVERHEAD-IT SVCS      | .00           | 19,692.84  | 24,300.00    | 4,607.16    | 81.0  |
| 520-50-6890 CAPITAL EXPENDITURES        | .00           | 139,967.00 | 426,020.75   | 286,053.75  | 32.9  |
| TOTAL DOCK EXPENDITURES                 | 14,664.63     | 616,061.66 | 1,434,956.75 | 818,895.09  | 42.9  |



CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

MUNICIPAL DOCK

|                                           | PERIOD ACTUAL | YTD ACTUAL    | BUDGET          | UNEXPENDED      | PCNT    |
|-------------------------------------------|---------------|---------------|-----------------|-----------------|---------|
| <u>DEPARTMENT 55</u>                      |               |               |                 |                 |         |
| 520-55-6000 SALARIES                      | 1,023.66      | 52,394.20     | 110,277.00      | 57,882.80       | 47.5    |
| 520-55-6010 OVERTIME                      | 77.02         | 1,359.83      | .00             | ( 1,359.83)     | .0      |
| 520-55-6022 HOLIDAY PAY                   | 107.95        | 910.07        | 700.00          | ( 210.07)       | 130.0   |
| 520-55-6023 LEAVE CASHOUT                 | .00           | 630.49        | 1,266.00        | 635.51          | 49.8    |
| 520-55-6030 SOCIAL SECURITY EXPENSE       | .00           | 2,234.89      | 5,235.00        | 3,000.11        | 42.7    |
| 520-55-6031 PAYABLE MEDICARE FICA         | 18.01         | 806.38        | 1,599.00        | 792.62          | 50.4    |
| 520-55-6032 UNEMPLOYMENT                  | .00           | .00           | 1,963.00        | 1,963.00        | .0      |
| 520-55-6033 WORKERS' COMPENSATION         | .00           | 331.46        | 2,849.00        | 2,517.54        | 11.6    |
| 520-55-6034 PERS                          | 265.90        | 4,095.88      | 5,572.00        | 1,476.12        | 73.5    |
| 520-55-6040 EMPLOYEE GROUP BENEFITS       | 248.75        | 2,474.98      | 12,205.00       | 9,730.02        | 20.3    |
| 520-55-6041 UTILITY BENEFIT               | .00           | 1,944.04      | 24,261.00       | 22,316.96       | 8.0     |
| 520-55-6100 SUPPLIES                      | .00           | 2,121.48      | 3,000.00        | 878.52          | 70.7    |
| 520-55-6103 WEARING APPAREL               | .00           | .00           | 3,000.00        | 3,000.00        | .0      |
| 520-55-6132 SMALL BOAT HARBOR GRAVEL      | .00           | 30,074.63     | 30,000.00       | ( 74.63)        | 100.3   |
| 520-55-6150 GASOLINE/DIESEL/OIL           | .00           | 7,553.63      | 10,000.00       | 2,446.37        | 75.5    |
| 520-55-6155 WATER/SEWER/GARBAGE           | .00           | .00           | 7,100.00        | 7,100.00        | .0      |
| 520-55-6160 ELECTRICITY                   | .00           | .00           | 2,000.00        | 2,000.00        | .0      |
| 520-55-6200 MINOR EQUIPMENT               | .00           | 2,927.43      | 4,000.00        | 1,072.57        | 73.2    |
| 520-55-6241 SMALL BOAT HARBOR MAINTENANCE | .00           | .00           | 6,000.00        | 6,000.00        | .0      |
| 520-55-6400 INSURANCE                     | .00           | 3,909.38      | 5,470.00        | 1,560.62        | 71.5    |
| 520-55-6539 MISCELLANEOUS EXPENSES        | .00           | 86.00         | 1,000.00        | 914.00          | 8.6     |
| 520-55-6710 ADMIN OVERHEAD-GF             | .00           | 19,049.56     | 33,083.00       | 14,033.44       | 57.6    |
| 520-55-6890 CAP EXP SBH                   | .00           | .00           | 1,000,000.00    | 1,000,000.00    | .0      |
| TOTAL DEPARTMENT 55                       | 1,741.29      | 132,904.33    | 1,270,580.00    | 1,137,675.67    | 10.5    |
| TOTAL FUND EXPENDITURES                   | 16,405.92     | 748,965.99    | 2,705,536.75    | 1,956,570.76    | 27.7    |
| NET REVENUE OVER EXPENDITURES             | ( 16,405.92)  | ( 748,965.99) | ( 2,705,536.75) | ( 1,956,570.76) | ( 27.7) |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

LEASED PROPERTIES

|                                          | PERIOD ACTUAL | YTD ACTUAL    | BUDGET        | UNEXPENDED    | PCNT    |
|------------------------------------------|---------------|---------------|---------------|---------------|---------|
| <u>LEASED PROPERTIES-MISC</u>            |               |               |               |               |         |
| 530-50-6153 HEATING FUEL                 | .00           | 1,864.69      | .00           | ( 1,864.69)   | .0      |
| 530-50-6400 INSURANCE                    | .00           | ( 2,904.89)   | .00           | 2,904.89      | .0      |
| TOTAL LEASED PROPERTIES-MISC             | .00           | ( 1,040.20)   | .00           | 1,040.20      | .0      |
| <u>LEASED PROP-COURT COMPLEX</u>         |               |               |               |               |         |
| 530-55-6153 HEATING FUEL-COURTCOMPLEX    | .00           | 50,612.39     | 80,000.00     | 29,387.61     | 63.3    |
| 530-55-6155 WATER/SEWER/GARB-COURTCOM    | .00           | 16,899.33     | 24,000.00     | 7,100.67      | 70.4    |
| 530-55-6160 ELECTRICITY-COURT COMPLEX    | .00           | 51,659.76     | 65,000.00     | 13,340.24     | 79.5    |
| 530-55-6170 TELEPHONE                    | .00           | 501.41        | 800.00        | 298.59        | 62.7    |
| 530-55-6240 PROPERTY MT-COURT COMPLEX    | .00           | 37,685.35     | 16,000.00     | ( 21,685.35)  | 235.5   |
| 530-55-6241 ICR-PROPERTY MAINTENANCE-15% | .00           | 63,340.92     | 166,919.00    | 103,578.08    | 38.0    |
| 530-55-6333 JANITORIAL-COURT COMPLEX     | 7,450.00      | 67,275.00     | 61,500.00     | ( 5,775.00)   | 109.4   |
| 530-55-6339 OTHER PURCHASED SERVICES     | .00           | 2,282.78      | 2,500.00      | 217.22        | 91.3    |
| 530-55-6400 INSURANCE                    | .00           | 23,042.69     | 43,900.00     | 20,857.31     | 52.5    |
| 530-55-6420 COURTHOUSE LOAN INTEREST     | .00           | .00           | 22,750.00     | 22,750.00     | .0      |
| 530-55-9694 GENERATOR REPAIR             | .00           | .00           | 477,384.49    | 477,384.49    | .0      |
| TOTAL LEASED PROP-COURT COMPLEX          | 7,450.00      | 313,299.63    | 960,753.49    | 647,453.86    | 32.6    |
| TOTAL FUND EXPENDITURES                  | 7,450.00      | 312,259.43    | 960,753.49    | 648,494.06    | 32.5    |
| NET REVENUE OVER EXPENDITURES            | ( 7,450.00)   | ( 312,259.43) | ( 960,753.49) | ( 648,494.06) | ( 32.5) |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

BETHEL PUBLIC TRANSIT SYSTEM

|                                     | PERIOD ACTUAL | YTD ACTUAL    | BUDGET        | UNEXPENDED    | PCNT    |
|-------------------------------------|---------------|---------------|---------------|---------------|---------|
| <u>TRANSIT SYSTEM SECTION 5311</u>  |               |               |               |               |         |
| 560-50-6000 SALARIES                | 5,033.49      | 88,949.25     | 127,257.00    | 38,307.75     | 69.9    |
| 560-50-6010 OVERTIME                | 673.55        | 8,394.38      | .00           | ( 8,394.38)   | .0      |
| 560-50-6022 HOLIDAY PAY             | 517.00        | 4,554.14      | 800.00        | ( 3,754.14)   | 569.3   |
| 560-50-6023 LEAVE CASHOUT           | .00           | 6,003.51      | 6,231.00      | 227.49        | 96.4    |
| 560-50-6030 SOCIAL SECURITY EXPENSE | .00           | 714.24        | .00           | ( 714.24)     | .0      |
| 560-50-6031 PAYABLE MEDICARE FICA   | 95.54         | 1,621.13      | 1,845.00      | 223.87        | 87.9    |
| 560-50-6032 UNEMPLOYMENT            | .00           | .00           | 2,265.00      | 2,265.00      | .0      |
| 560-50-6033 WORKERS' COMPENSATION   | .00           | 1,107.64      | 3,287.00      | 2,179.36      | 33.7    |
| 560-50-6034 PERS                    | 1,369.29      | 21,144.37     | 27,997.00     | 6,852.63      | 75.5    |
| 560-50-6040 EMPLOYEE GROUP BENEFITS | 3,957.65      | 37,340.72     | 63,570.00     | 26,229.28     | 58.7    |
| 560-50-6041 UTILITY BENEFIT         | .00           | 4,618.06      | 11,400.00     | 6,781.94      | 40.5    |
| 560-50-6060 TRAVEL/TRAINING         | .00           | ( 1,977.07)   | 500.00        | 2,477.07      | (395.4) |
| 560-50-6100 SUPPLIES                | .00           | 4,009.97      | 3,500.00      | ( 509.97)     | 114.6   |
| 560-50-6150 GASOLINE/DIESEL/OIL     | .00           | 15,395.80     | 32,000.00     | 16,604.20     | 48.1    |
| 560-50-6153 HEATING FUEL            | .00           | 13,466.81     | 13,000.00     | ( 466.81)     | 103.6   |
| 560-50-6155 WTR/SWR/GRB             | .00           | 2,705.60      | 1,200.00      | ( 1,505.60)   | 225.5   |
| 560-50-6160 ELECTRICITY             | .00           | 6,035.45      | 7,500.00      | 1,464.55      | 80.5    |
| 560-50-6170 TELEPHONE               | .00           | 13.36         | 200.00        | 186.64        | 6.7     |
| 560-50-6171 STAFF CELLULAR PHONES   | .00           | 398.25        | 500.00        | 101.75        | 79.7    |
| 560-50-6230 VEHICLE MAINT/REPAIR    | .00           | 10,495.87     | 26,000.00     | 15,504.13     | 40.4    |
| 560-50-6231 VEHICLE PARTS & TOOLS   | .00           | 1,641.83      | 20,000.00     | 18,358.17     | 8.2     |
| 560-50-6232 TIRES & WHEELS          | .00           | 1,646.20      | 3,000.00      | 1,353.80      | 54.9    |
| 560-50-6400 INSURANCE               | .00           | 7,814.15      | 13,889.00     | 6,074.85      | 56.3    |
| 560-50-6503 DUES & SUBSCRIPTIONS    | .00           | 31.78         | 300.00        | 268.22        | 10.6    |
| 560-50-6539 MISCELLANEOUS EXPENSES  | .00           | 366.17        | 1,500.00      | 1,133.83      | 24.4    |
| 560-50-6710 ADMIN OVERHEAD-GF       | .00           | 28,087.56     | 48,779.00     | 20,691.44     | 57.6    |
| 560-50-6711 ADMIN OVERHEAD-IT SVCS  | .00           | 12,156.07     | 15,000.00     | 2,843.93      | 81.0    |
| 560-50-6890 CAPITAL EXPENDITURES    | .00           | 2,577.78      | 289,546.76    | 286,968.98    | .9      |
| TOTAL TRANSIT SYSTEM SECTION 5311   | 11,646.52     | 279,313.02    | 721,066.76    | 441,753.74    | 38.7    |
| TOTAL FUND EXPENDITURES             | 11,646.52     | 279,313.02    | 721,066.76    | 441,753.74    | 38.7    |
| NET REVENUE OVER EXPENDITURES       | ( 11,646.52)  | ( 279,313.02) | ( 721,066.76) | ( 441,753.74) | ( 38.7) |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2024

VEHICLES & EQUIP MAINTENANCE

|                                      | PERIOD ACTUAL | YTD ACTUAL    | BUDGET          | UNEXPENDED    | PCNT    |
|--------------------------------------|---------------|---------------|-----------------|---------------|---------|
| <u>VEHICLE &amp; EQUIP MAINT</u>     |               |               |                 |               |         |
| 570-50-6000 SALARIES                 | 10,537.36     | 167,726.05    | 376,689.00      | 208,962.95    | 44.5    |
| 570-50-6010 OVERTIME                 | 212.76        | 4,521.27      | 15,000.00       | 10,478.73     | 30.1    |
| 570-50-6022 HOLIDAY PAY              | 1,341.28      | 9,759.74      | 4,500.00        | ( 5,259.74)   | 216.9   |
| 570-50-6023 LEAVE CASHOUT            | .00           | .00           | 18,383.00       | 18,383.00     | .0      |
| 570-50-6031 PAYABLE MEDICARE FICA    | 197.52        | 2,835.18      | 5,679.00        | 2,843.82      | 49.9    |
| 570-50-6032 UNEMPLOYMENT             | .00           | 3,330.00      | 6,972.00        | 3,642.00      | 47.8    |
| 570-50-6033 WORKERS' COMPENSATION    | .00           | 1,889.34      | 10,118.00       | 8,228.66      | 18.7    |
| 570-50-6034 PERS                     | 2,660.14      | 39,534.98     | 86,172.00       | 46,637.02     | 45.9    |
| 570-50-6040 EMPLOYEE GROUP BENEFITS  | 8,069.16      | 74,277.81     | 180,539.00      | 106,261.19    | 41.1    |
| 570-50-6041 UTILITY BENEFIT          | .00           | 15,357.02     | 32,376.00       | 17,018.98     | 47.4    |
| 570-50-6060 TRAVEL/TRAINING          | .00           | .00           | 10,000.00       | 10,000.00     | .0      |
| 570-50-6100 SUPPLIES                 | .00           | 7,901.39      | 10,000.00       | 2,098.61      | 79.0    |
| 570-50-6103 WEARING APPAREL          | .00           | 2,059.23      | 4,000.00        | 1,940.77      | 51.5    |
| 570-50-6150 GASOLINE/DIESEL/OIL      | .00           | 11,980.23     | 8,000.00        | ( 3,980.23)   | 149.8   |
| 570-50-6153 HEATING FUEL             | .00           | .00           | 6,300.00        | 6,300.00      | .0      |
| 570-50-6155 WATER/SEWER/GARBAGE      | .00           | 3,757.67      | 4,800.00        | 1,042.33      | 78.3    |
| 570-50-6160 ELECTRICITY              | .00           | 13,844.01     | 25,900.00       | 12,055.99     | 53.5    |
| 570-50-6200 MINOR EQUIPMENT          | .00           | 4,530.16      | 25,000.00       | 20,469.84     | 18.1    |
| 570-50-6231 VEHICLE PARTS & TOOLS    | .00           | 9,477.30      | 8,000.00        | ( 1,477.30)   | 118.5   |
| 570-50-6232 TIRES & WHEELS           | .00           | 433.20        | 2,000.00        | 1,566.80      | 21.7    |
| 570-50-6339 OTHER PURCHASED SERVICES | .00           | 1,286.83      | 15,000.00       | 13,713.17     | 8.6     |
| 570-50-6400 INSURANCE                | .00           | 25,631.72     | 43,900.00       | 18,268.28     | 58.4    |
| 570-50-6503 DUES & SUBSCRIPTIONS     | 1,000.00      | 9,139.99      | 20,000.00       | 10,860.01     | 45.7    |
| 570-50-6539 MISCELLANEOUS EXPENSES   | .00           | 149.14        | .00             | ( 149.14)     | .0      |
| 570-50-6710 ADMIN OVERHEAD-GF        | .00           | 84,546.49     | 146,831.00      | 62,284.51     | 57.6    |
| 570-50-6711 ADMIN OVERHEAD-IT SVCS   | .00           | 16,937.47     | 20,900.00       | 3,962.53      | 81.0    |
| TOTAL VEHICLE & EQUIP MAINT          | 24,018.22     | 510,906.22    | 1,087,059.00    | 576,152.78    | 47.0    |
| TOTAL FUND EXPENDITURES              | 24,018.22     | 510,906.22    | 1,087,059.00    | 576,152.78    | 47.0    |
| NET REVENUE OVER EXPENDITURES        | ( 24,018.22)  | ( 510,906.22) | ( 1,087,059.00) | ( 576,152.78) | ( 47.0) |



# CITY OF BETHEL

Post Office Box 1388

Bethel, Alaska 99559

Phone: 907-543-2047

TO: City Manager  
FROM: Human Resources  
SUBJECT: Monthly Manager Report

DATE: April 2, 2024

The following identifies significant projects that were in addition to general personnel action-based activities (hiring, terminations, benefits review, employee support, etc):

## Training

HR participated in a training workshop for the Alera HR portal – a benefit that is included with our health insurance package. The portal provides legal updates and an online Employee Handbook development/maintenance tool. HR will be transitioning the current Employee Handbook (last updated in 2015) to this tool, applying federal and state regulatory updates, and republishing in an electronic format that can be readily updated as the legal requirements change. The resulting document will be presented to City Council for adoption in the next few months.

## HR Compliance

The March 7<sup>th</sup> benefit compliance review identified several areas for HR to focus on in the coming months.

- Open enrollment communication: HR will be on-site mid-June to ensure employees have access to benefit materials and information. HR has coordinated with the representative from Empower Retirement to be onsite during May to provide retirement planning information to City employees.
- Temporary employees: HR is working with administration to determine an alternative to what the City has referred to as “temporary employees”, as that category does not exist within the federal labor laws. All full-time employees are to be offered certain benefits, regardless of the length of time employed. HR is currently auditing those employees for whom we may need to pay for benefits.
- All required ACA reporting was completed timely.

Background Screening: HR has renewed the City’s pre-employment background screening process. Candidates for City positions are able to set up their own profile on the AccusourceHR website and complete all of the required authorizations directly in the portal. In addition to making the process more efficient, this method limits the amount of paperwork the City needs to maintain on prospective employees. The background screen includes DOT-required screens for our CDL hires, ensuring the City is meeting the federal DOT requirements for these drivers.

## Benefits

Began the process for renewal of the City's health benefits package. HR is working with our contractors to refine our packages and reduce the City's cost. An update should be available before the end of April, to be approved and applied before June's open enrollment period.

## Recruiting

Current vacancies at the Management Team level include City Manager, Finance Director, Police Chief and IT Director. Administration has been actively interviewing prospects for Finance Director and Police Chief.

The below chart reflects the vacancies as of April 1, 2024. Public Works vacancies are still critical, with 12 operator/driver (CDL) positions open, 2 mechanics, and Utility Maintenance Foreman, Water Treatment Operator and two Utility Maintenance Workers.

A total of 15 applications were received by HR during March for advertised positions. In many cases, applicants do not meet the minimum requirements for the positions to which they are applying.

| Position                    | Number of Budgeted Positions | Number of Vacancies | Number of Applications since 11/1/23 | Qualified Applications Under Review | Number Hired During Month | Departures During Month |
|-----------------------------|------------------------------|---------------------|--------------------------------------|-------------------------------------|---------------------------|-------------------------|
| Finance Director            | 1                            | 1                   | 4                                    | 3                                   |                           |                         |
| Chief of Police             | 1                            | 1                   | 8                                    | 3                                   |                           |                         |
| IT Director                 | 1                            | 1                   | 3                                    | 3                                   |                           | 1                       |
| Fire Captain                | 1                            | 1                   |                                      |                                     |                           |                         |
| Accounting Specialist I     | 4                            | 2                   | 6                                    | 5                                   | 1                         |                         |
| Admin Asst                  | 4                            | 2                   | 20                                   | 6                                   |                           |                         |
| Community Service Patrol    | 3                            | 1                   | 1                                    | 1                                   |                           |                         |
| Evidence Custodian          | 1                            | 1                   |                                      |                                     |                           |                         |
| Landfill Manager            | 1                            | 1                   | 1                                    | 1                                   |                           | 1                       |
| Utility Maintenance Foreman | 1                            | 1                   |                                      |                                     |                           |                         |
| Firefighter/EMT             | 6                            | 1                   | 4                                    | 2                                   | 2                         |                         |
| Grant Manager               | 1                            |                     | 2                                    | 2                                   | 1                         |                         |
| Hauled Utility Driver       | 18                           | 12                  | 9                                    | 7                                   | 1                         | 1                       |
| Police Officer (Sgt)        | 3                            | 1                   | 5                                    | 4                                   |                           | 1                       |
| Dispatcher                  | 5                            |                     | 1                                    | 1                                   |                           |                         |
| Mechanic                    | 5                            | 2                   |                                      |                                     |                           |                         |
| Utility Maintenance Worker  | 4                            | 2                   | 1                                    | 1                                   |                           |                         |
| Water Treatment Operator    | 3                            | 1                   | 9                                    | 8                                   | 1                         | 1                       |

## **NeoGOV Transition**

HR has been working closely with the NeoGov transition team, meeting weekly and dedicating 3-5 hours per week to the project. The current focus is on the onboarding process and creating electronic forms for employee onboarding. The next steps will be developing the on-boarding checklists and appropriate workflows so that all individuals can complete the paperwork online. This will eliminate much of the paperwork and make the process more efficient.

## **Online Timekeeping**

As directed by the Acting City Manager, HR has been working with both NeoGov and Caselle to create a paper-less timekeeping process. While it may be premature to think that the City can embark on a fully automated, time-clock integrated system at this point, the City can transition to a more efficient submission and approval method that would integrate digitally with payroll. Target implementation timeframe is this summer.

## **Work Injuries and OSHA Notifications**

There were no new workplace injuries during this reporting period and all federally-required OSHA reporting was submitted to the Bureau of Labor Statistics. HR also ensured that the City had appropriate documentation for all OSHA-reportable incidents.

## **FMCSA/FTA Drug and Alcohol Program**

All permanent employees that hold CDLs have been placed into the random drug and alcohol testing pool. HR will need to manage the pool for at least one quarter before being allowed back into the group pool.

The FTA Drug and Alcohol Testing Policy has been revised with DOT updates and provided to City Council for their approval.

The FMCSA Policy for CDL drivers will next be revised, as well as the City's overall policy.

## **Ongoing and Future Projects**

- Coordinating recruitment efforts with the Alaska Job Center and local training sites.
- Continuing to work on creative strategies for filling vacant managerial positions.
- Presentation and acknowledgment of City Drug and Alcohol Policies.
- Developing a digital policy manual
- Updating the Employee Handbook, last adopted by City Council in 2015.

**Schedule, Events, and Programs**  
Visit [ykfitness.org](http://ykfitness.org) for the most up to date schedules and information.

**Upcoming**

**Lifeguard Pre-Course Training**

Interested in Lifeguard Training?  
Pre-Course Training Sessions help you get ready.

**Sundays 6:30pm-7:15pm**  
**February 11th - 25th**  
Open to age 15+

Register Today  
(907) 543-0390  
[www.ykfitness.org](http://www.ykfitness.org)

\$5 Scholarships available

During February we offered a Pre-Course Training for potential lifeguards to give them a chance to practice their swim skills prior to enrolling in Lifeguard Training. 3 individuals participated.

Lifeguard Training will be held the second weekend in March. 2 of the pre-course participants were able to improve their skills enough to participate in the course.

**Now Hiring Lifeguards**

Full and Part Time Positions Available

**Free Certification Course:**  
Pre-Test: Friday, Feb 23rd 5:30pm-7:00pm OR  
Sunday, Feb 25th 7:00pm-8:30pm

**Course: Wed & Fri, March 6th & 8th 5pm-8pm,  
Sat & Sun, March 9th & 10th, 11am-7pm**

Must attend all classes

For Details & To Register:  
• Visit [ykfitness.org/certifications](http://ykfitness.org/certifications)  
• Email [ykfc@cityofbethel.net](mailto:ykfc@cityofbethel.net)  
• Call 907-543-0390

[www.ykfitness.org](http://www.ykfitness.org) (907) 543-0390

267 Akiachak Dr  
Bethel, AK 99559

**2024 BELLY DANCE CLASSES AT YKFC**

Learn the art of belly dancing in our swimming pool dance room.

**Tuesdays 6pm-7:30pm**  
March 6th - April 9th

\$10 for Members  
\$10 for non-members

Register Today  
(907) 543-0390

YKFC Fitness Center

Spring Belly dance classes will be offered March 5<sup>th</sup> – April 9<sup>th</sup>. Registration opened February 24<sup>th</sup>. Classes have moved to Tuesdays for this session.

Our Spring Swim Lessons session will run March 18<sup>th</sup> – May 17<sup>th</sup>. Classes include Pre-Course Training for Lifeguards. Registration opened February 24<sup>th</sup>.

| GROUP SWIM LESSONS          |                     |                              |                                                                                                                                                                                                                                                                             |
|-----------------------------|---------------------|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| March 18th - May 12th, 2024 |                     |                              |                                                                                                                                                                                                                                                                             |
| AGE*                        | CLASS               | Day/Time**                   | REGISTRATION & FEES                                                                                                                                                                                                                                                         |
| 4-6 years                   | Pre-swim 1          | Sundays 10-11am with Stacy   | Swimmers entering this class must be at least 4 years old on the first day of class. No swimming experience required.                                                                                                                                                       |
|                             | Pre-swim 2          | Sundays 11-12pm with Stacy   | Swimmers entering this class must be at least 5 years old on the first day of class. No swimming experience required.                                                                                                                                                       |
|                             | Pre-swim 3          | Tuesdays 6-7pm with Stacy    | Swimmers entering this class must be at least 6 years old on the first day of class. No swimming experience required.                                                                                                                                                       |
| 6-9 years                   | Level 1             | Sundays 1-2pm with Stacy     | Swimmers entering this class must be at least 6 years old on the first day of class. No swimming experience required.                                                                                                                                                       |
|                             | Level 2             | Sundays 2-3pm with Stacy     | Swimmers entering this class must be at least 7 years old on the first day of class. No swimming experience required.                                                                                                                                                       |
|                             | Level 3             | Sundays 3-4pm with Stacy     | Swimmers entering this class must be at least 8 years old on the first day of class. No swimming experience required.                                                                                                                                                       |
|                             | Level 4             | Tuesdays 6-7pm with Stacy    | Swimmers entering this class must be at least 9 years old on the first day of class. No swimming experience required.                                                                                                                                                       |
| 10-12 years                 | Level 5             | Sundays 4-5pm with Stacy     | Swimmers entering this class must be at least 10 years old on the first day of class. No swimming experience required.                                                                                                                                                      |
|                             | Level 6             | Sundays 5-6pm with Stacy     | Swimmers entering this class must be at least 11 years old on the first day of class. No swimming experience required.                                                                                                                                                      |
|                             | Level 7             | Tuesdays 8-9pm with Stacy    | Swimmers entering this class must be at least 12 years old on the first day of class. No swimming experience required.                                                                                                                                                      |
| 13+                         | Improving Freestyle | Tuesdays 7-8pm with Stacy    | This program is designed to build a foundation of knowledge, attitude, and skills that will enable students to succeed in getting their lifeguard certification. Students should have basic swim skills, be comfortable in deep water, and participate during water safety. |
| 13+                         | Adult Beginner      | Wed 6:30pm-8:00pm with Stacy | This class covers during adult swim lessons, all participants must be at least 18 years old.                                                                                                                                                                                |

**Ongoing**

The Lifesavers Foundation continues to sponsor Free Teen Wednesdays and Half Price Saturdays. New in January, the Lifesavers began sponsoring Free Fridays for Seniors/Elders (age 60+).

**SENIORS SWIM FREE ON FRIDAYS!**

SPONSORED BY THE YK DELTA LIFESAVERS

OPEN TO ALL AGE 60+

**FREE POOL ADMISSION ALL DAY ON FRIDAYS**

[YKFITNESS.ORG](http://YKFITNESS.ORG) 907-543-0390

**WEDNESDAYS TEENS SWIM FREE!**

AGES 13-17

2PM-8PM

[YKFITNESS.ORG](http://YKFITNESS.ORG) 907-543-0390

**1/2 PRICE POOL ADMISSIONS**

SPONSORED BY THE YK DELTA LIFESAVERS FOUNDATION

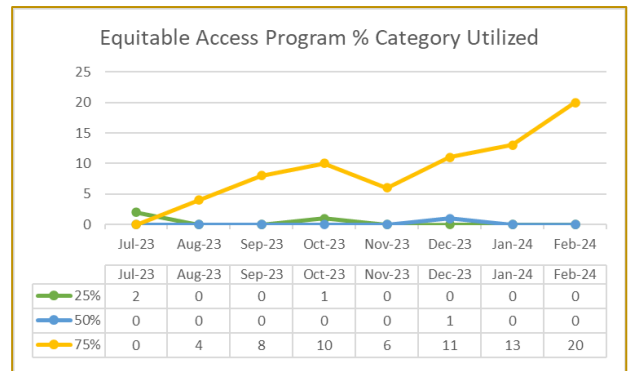
**SATURDAYS 10AM- 8PM**

FOR MORE INFORMATION OR TO DONATE TO THE LIFESAVERS FOUNDATION VISIT [YKFITNESS.ORG](http://YKFITNESS.ORG) OR 543-0390

**Equitable Access Program**

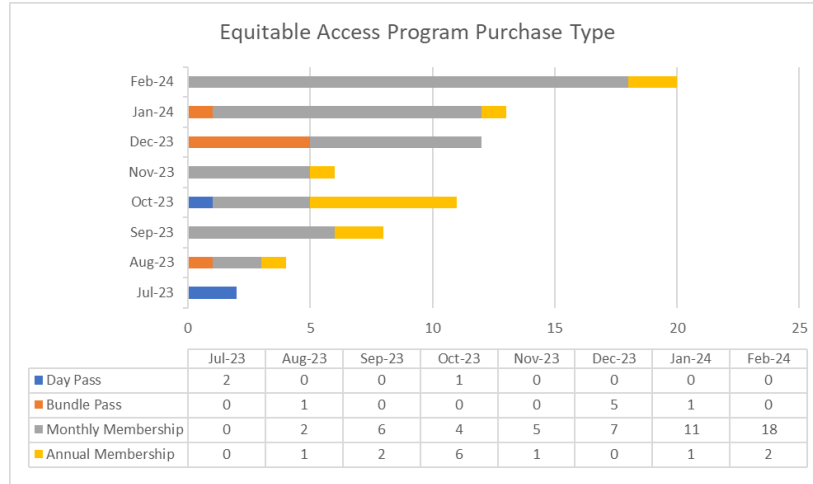
We continue to offer the Equitable Access Program to provide discounted access to the facility for community members who may not be able to afford the full cost of facility access. Utilization of the Equitable Access Program has been growing slowly, but steadily since implementation.

The table to the right shows the total number of purchases made per month utilizing each of the discount categories available. By far the bulk of purchases are under the 75% category.



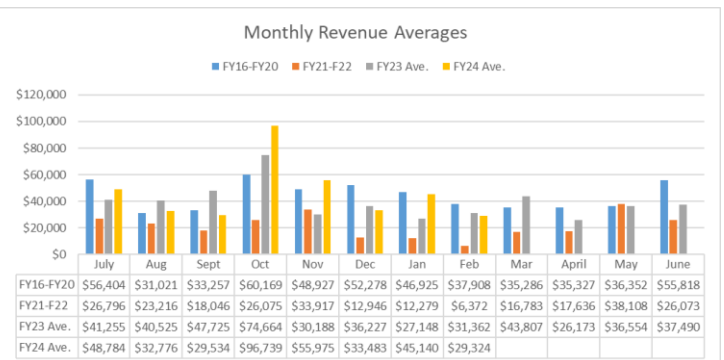
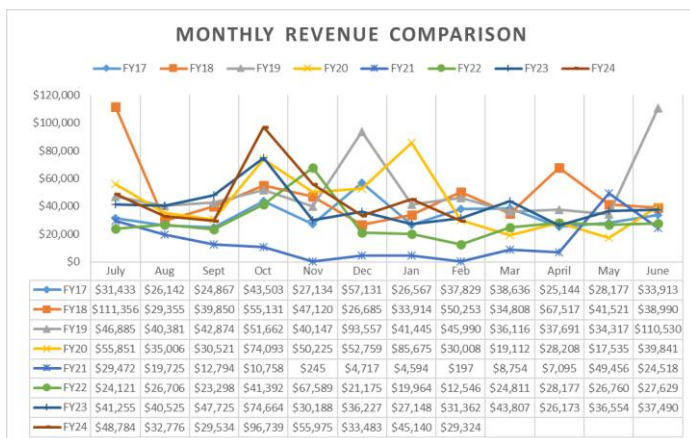


The table below shows the types of purchases made by individuals utilizing the EAP. There was a boost in Annual Membership purchases during PFD Season and an overall drop off of purchasing during November, which we commonly see after PFD season. Purchasing has slowly increased from December 2023 – February 2024 in part due to increased marketing of the program. The most common purchases are monthly memberships.

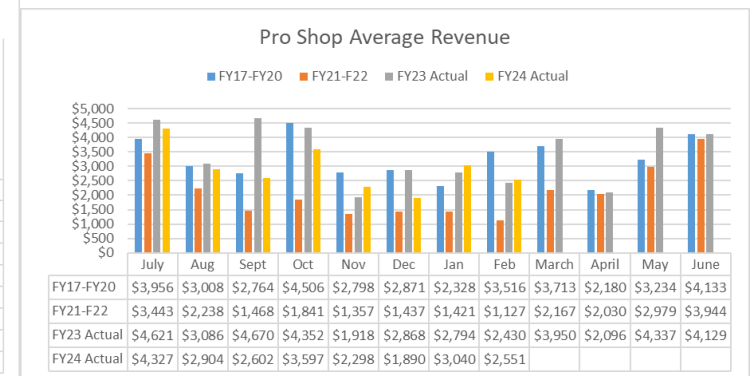
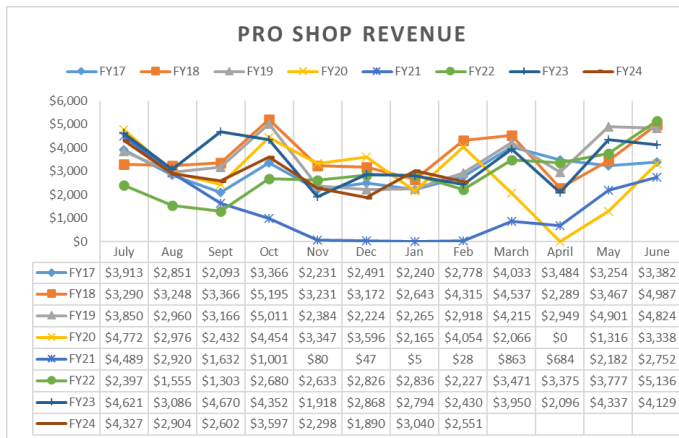
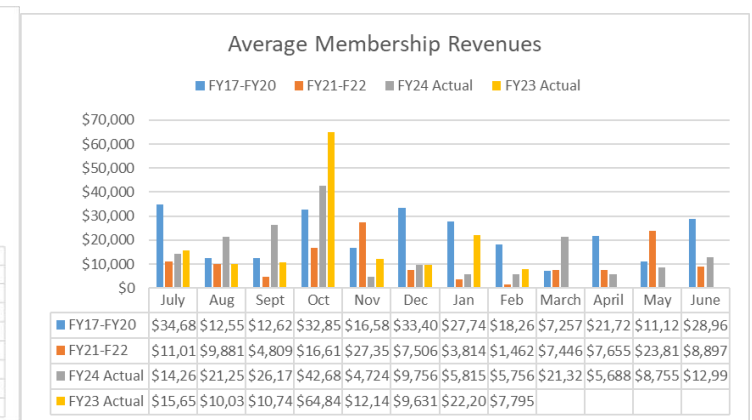
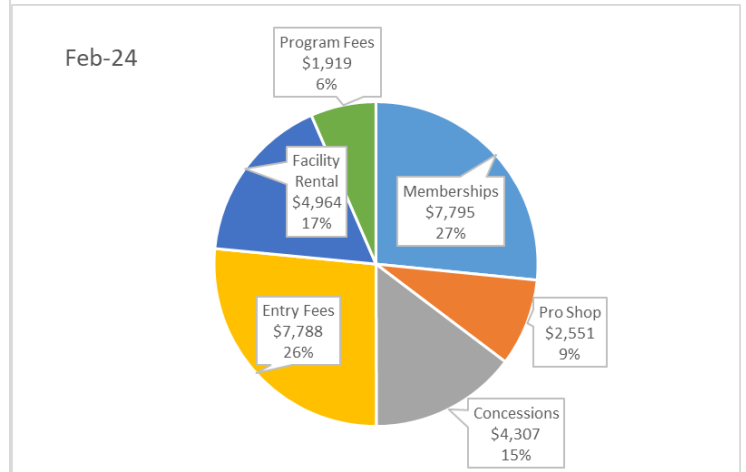
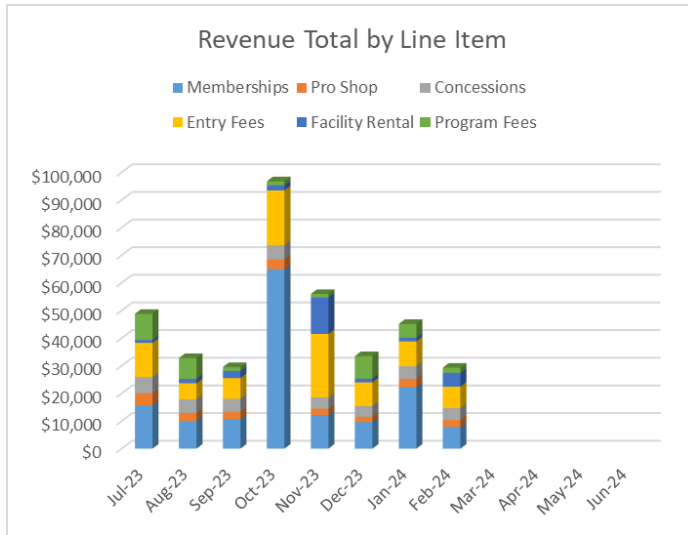


### Revenue

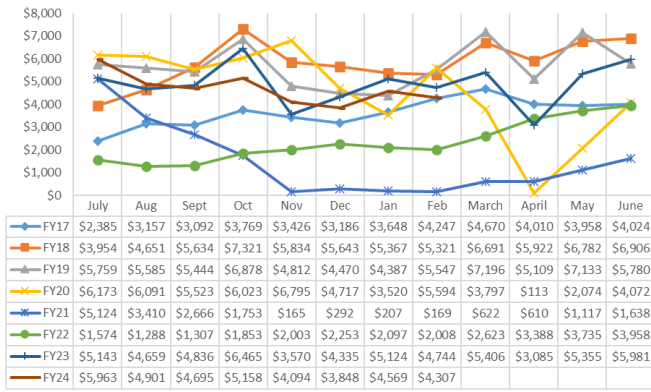
| Code                           | Facility Revenue | Jul-23          | Aug-23          | Sep-23          | Oct-23          | Nov-23          | Dec-23          | Jan-24          | Feb-24          | Mar-24     | Apr-24     | May-24     | Jun-24     | Total            | FY24 Budgeted    | %attained  |
|--------------------------------|------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------|------------|------------|------------|------------------|------------------|------------|
| 43-9420                        | Memberships      | \$15,651        | \$10,036        | \$10,742        | \$64,844        | \$12,142        | \$9,631         | \$22,204        | \$7,795         |            |            |            |            | \$153,044        | \$250,000        | 61%        |
| 43-4360                        | Pro Shop         | \$4,327         | \$2,904         | \$2,602         | \$3,597         | \$2,298         | \$1,890         | \$3,040         | \$2,551         |            |            |            |            | \$23,210         | \$42,000         | 55%        |
| 43-4361                        | Concessions      | \$5,963         | \$4,901         | \$4,695         | \$5,158         | \$4,094         | \$3,848         | \$4,569         | \$4,307         |            |            |            |            | \$37,534         | \$60,000         | 63%        |
| 43-4362                        | Entry Fees       | \$12,345        | \$5,816         | \$7,491         | \$19,828        | \$22,976        | \$8,600         | \$9,004         | \$7,788         |            |            |            |            | \$93,847         | \$115,000        | 82%        |
| 43-4440                        | Facility Rental  | \$1,065         | \$1,583         | \$2,613         | \$1,830         | \$13,135        | \$1,370         | \$1,361         | \$4,964         |            |            |            |            | \$27,920         | \$26,000         | 107%       |
| 43-4369                        | Program Fees     | \$9,434         | \$7,538         | \$1,391         | \$1,482         | \$1,329         | \$8,145         | \$4,962         | \$1,919         |            |            |            |            | \$36,200         | \$50,000         | 72%        |
| Misc (Grants, Donations, Etc.) |                  |                 |                 |                 |                 |                 |                 |                 |                 |            |            |            |            | \$0              | \$0              |            |
| <b>Facility Revenue Total</b>  |                  | <b>\$48,784</b> | <b>\$32,776</b> | <b>\$29,534</b> | <b>\$96,739</b> | <b>\$55,975</b> | <b>\$33,483</b> | <b>\$45,140</b> | <b>\$29,324</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$371,755</b> | <b>\$543,000</b> | <b>68%</b> |



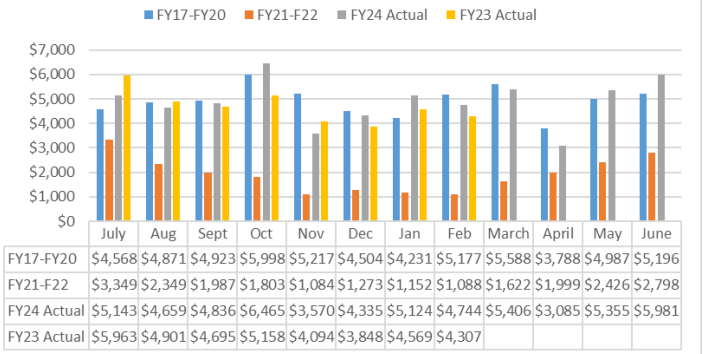
**Revenue Comparisons by line Item:** Facility access fees (memberships and passes) constitute the bulk of revenue.



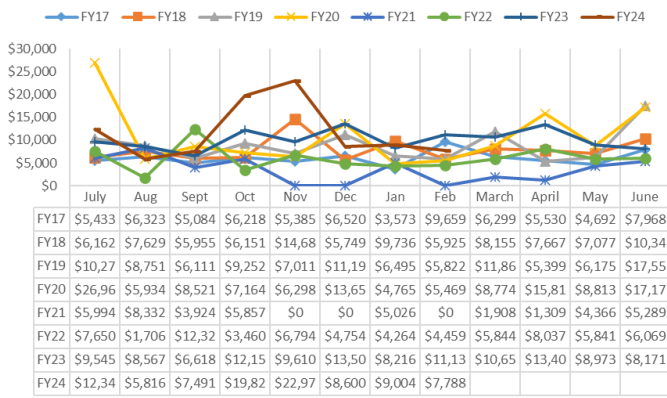
### CONCESSIONS REVENUE



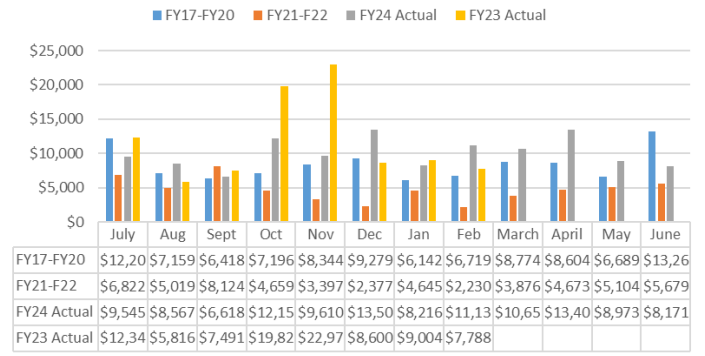
### Concessions Average Revenue



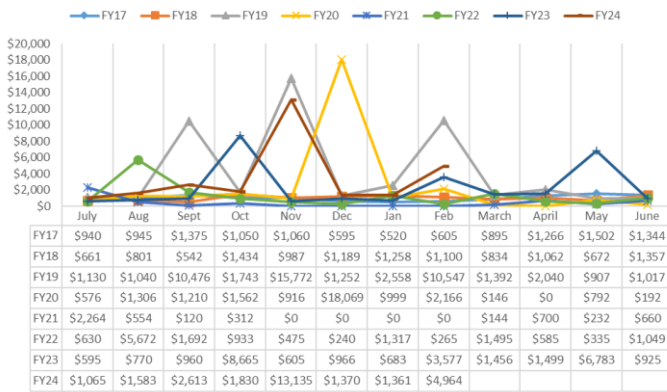
### DAILY ENTRY FEES



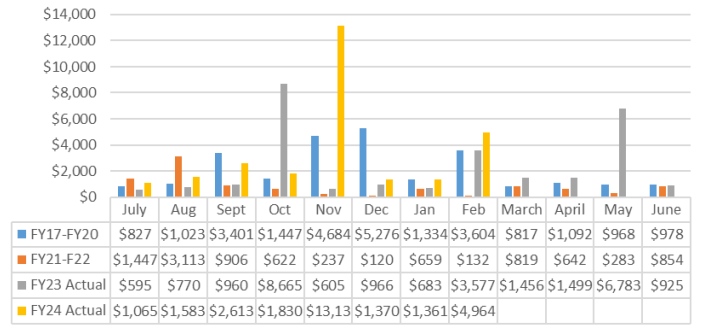
### Daily Entry Fees Average Revenue

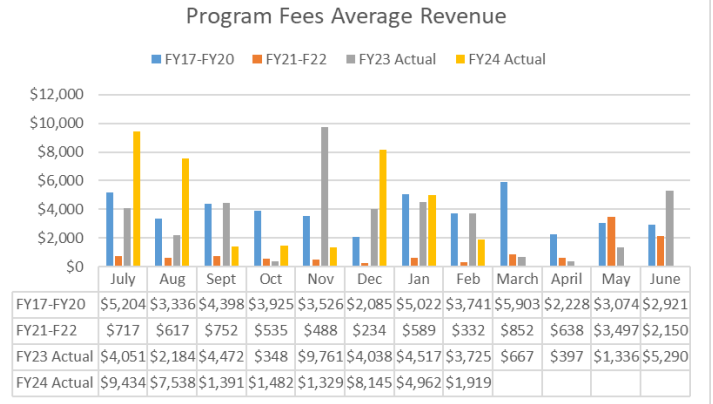
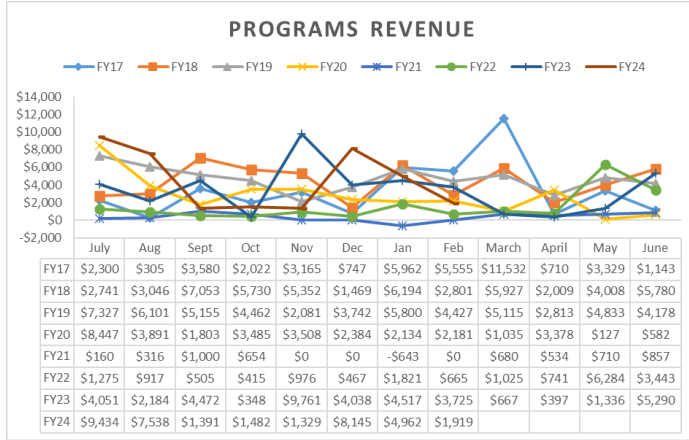


### FACILITY RENTALS



### Average Revenue: Rental Fees





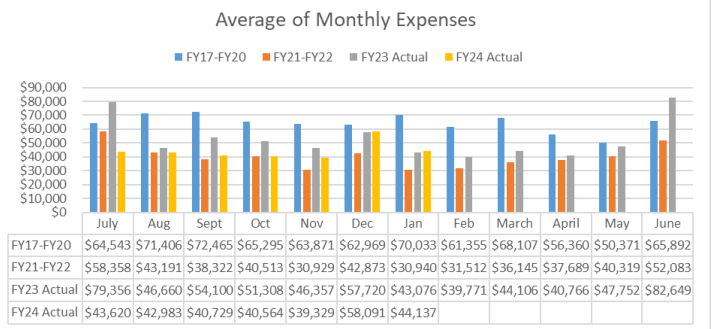
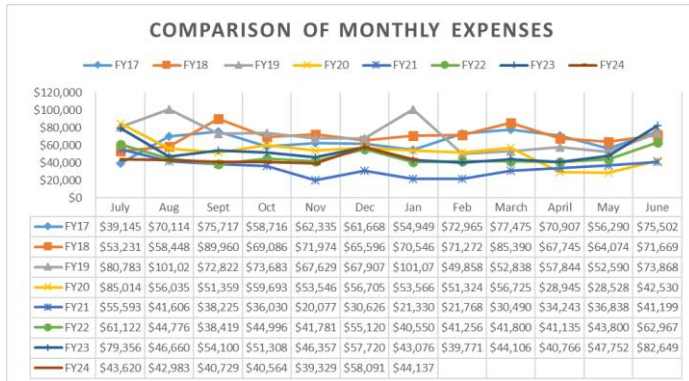
## Expenses

We continue to strive 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          | Total            | Budgeted         | % used        |
|------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|------------------|---------------|
| Wages & Benefits             | \$37,934        | \$37,727        | \$35,473        | \$33,975        | \$33,989        | \$53,210        | \$37,966        | \$35,853        | \$306,127        | \$609,921        | 50.19%        |
| Travel/Training              | \$0             | \$0             | \$0             | \$0             | \$0             | \$0             | \$0             | \$0             | \$0              | \$2,000          | 0.00%         |
| Supplies                     | \$2,408         | \$2,695         | \$3,804         | \$2,675         | \$2,178         | \$1,729         | \$3,348         | \$3,312         | \$22,149         | \$74,000         | 29.93%        |
| Building Maintenance         | \$565           | \$705           | \$220           | \$356           | \$1,313         | \$1,901         | \$473           | \$380           | \$5,914          | \$16,100         | 36.73%        |
| Software Licenses            | \$511           | \$345           | \$312           | \$1,201         | \$833           | \$347           | \$551           | \$330           | \$4,431          | \$500            | 886.24%       |
| General Expenses             | \$1,559         | \$933           | \$839           | \$2,356         | \$1,016         | \$904           | \$1,577         | \$818           | \$10,002         | \$10,300         | 97.11%        |
| Allowance for Special Events | \$0             | \$186           | \$0             | \$0             | \$0             | \$0             | \$0             | \$0             | \$186            | \$1,000          | 18.65%        |
| Unforeseen                   | \$0             | \$0             | \$0             | \$0             | \$0             | \$0             | \$0             | \$0             | \$0              | \$2,000          | 0.00%         |
| Non Budgeted/Grant Funded    | \$642           | \$392           | \$80            | \$0             | \$0             | \$0             | \$221           | \$0             | \$1,335          |                  |               |
| <b>TOTAL</b>                 | <b>\$43,620</b> | <b>\$42,983</b> | <b>\$40,729</b> | <b>\$40,564</b> | <b>\$39,329</b> | <b>\$58,091</b> | <b>\$44,137</b> | <b>\$40,693</b> | <b>\$350,145</b> | <b>\$715,821</b> | <b>48.92%</b> |

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

\*\*Expense totals do not include purchases made by City of Bethel Property Maintenance or other direct city expenses.



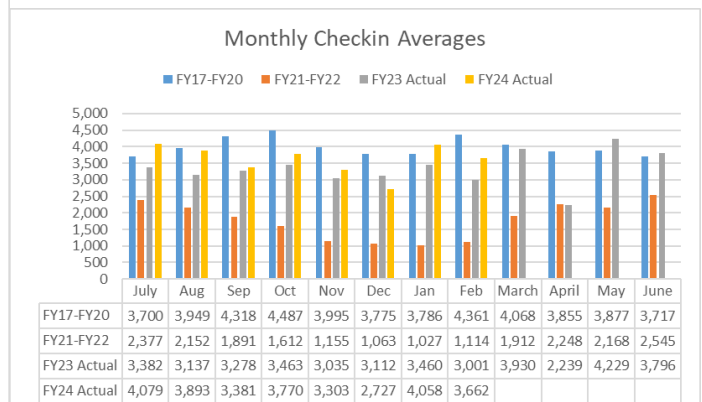
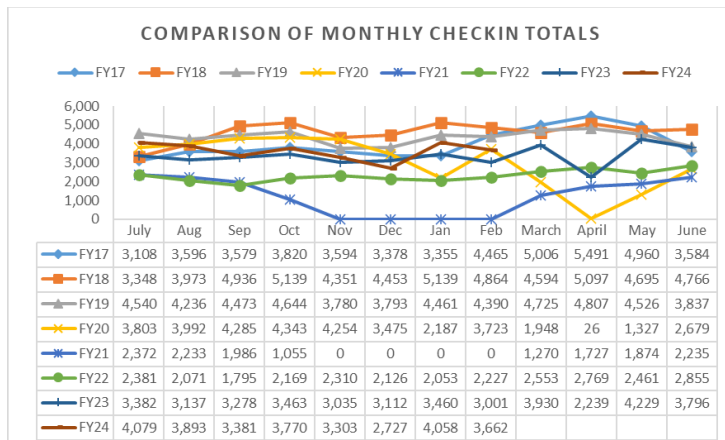
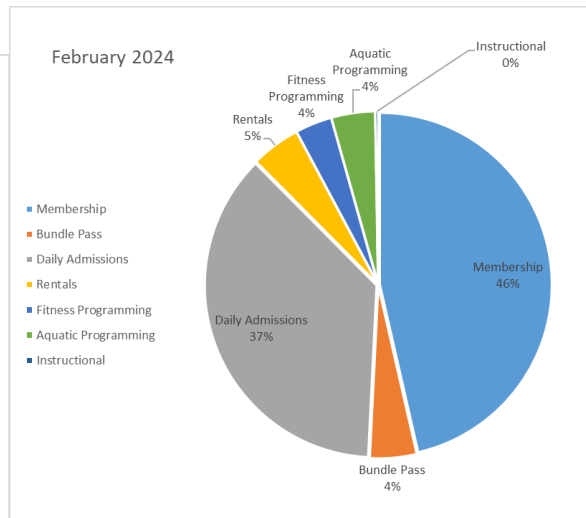
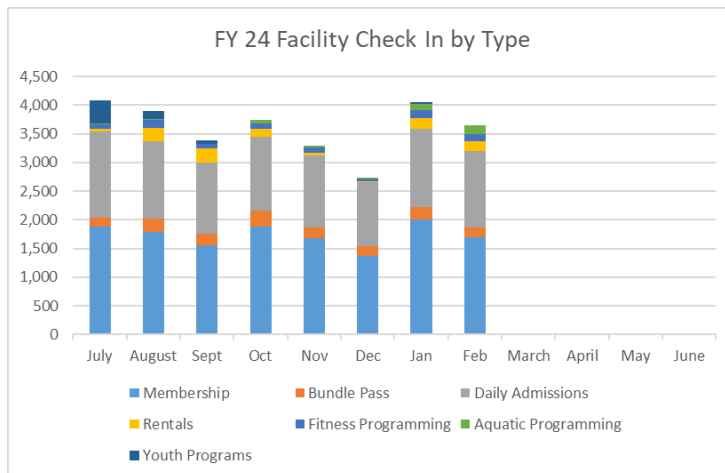
### Facility Utilization

The Below Facility utilization numbers represent the total number of patrons who visited the facility over the course of the month based on the number of check -ins by members and bundle pass holders, the number of daily passes sold, and the number of participants who checked in for programs, activities, rentals, and events.

These numbers represent facility visits, not individuals, as most individuals visit multiple times per month.

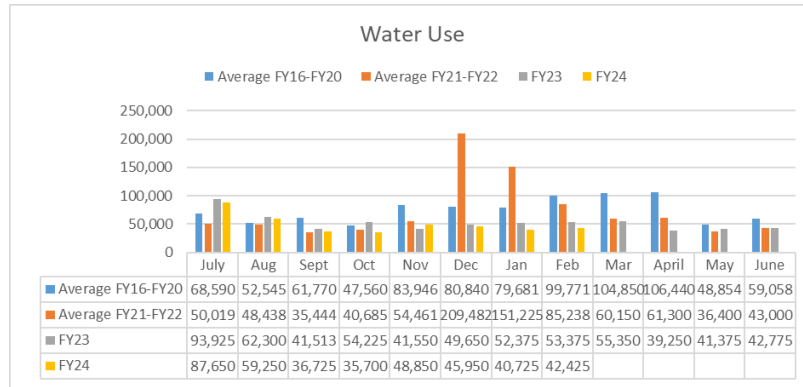
| Facility Check-In FY24 | July  | August | Sept  | Oct   | Nov   | Dec   | Jan   | Feb   | March | April | May | June | Total  |
|------------------------|-------|--------|-------|-------|-------|-------|-------|-------|-------|-------|-----|------|--------|
| Membership             | 1,880 | 1,794  | 1,560 | 1874  | 1682  | 1368  | 2003  | 1700  |       |       |     |      | 13,861 |
| Bundle Pass            | 151   | 220    | 195   | 289   | 180   | 166   | 224   | 160   |       |       |     |      | 1,585  |
| Daily Admissions       | 1,515 | 1,354  | 1,237 | 1284  | 1263  | 1118  | 1366  | 1346  |       |       |     |      | 10,483 |
| Rentals                | 49    | 232    | 248   | 144   | 44    | 14    | 179   | 170   |       |       |     |      | 1,080  |
| Fitness Programming    | 69    | 143    | 92    | 86    | 88    | 58    | 136   | 126   |       |       |     |      | 798    |
| Aquatic Programming    | 15    | 18     | 0     | 69    | 36    | 3     | 112   | 150   |       |       |     |      | 403    |
| Instructional          | 0     | 0      | 0     | 24    | 10    | 0     | 6     | 10    |       |       |     |      | 50     |
| Youth Programs         | 400   | 132    | 49    | 0     | 0     | 0     | 32    |       |       |       |     |      | 613    |
| Monthly Totals         | 4,079 | 3,893  | 3,381 | 3,770 | 3,303 | 2,727 | 4,058 | 3,662 | 0     | 0     | 0   | 0    | 28,873 |

Facility utilization for February included an increase in program participation with the offering of increased swim lessons and the addition of personal training. February also saw a decrease in member and bundle pass use.





### 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 temperatures 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.



**Kuskokwim Campus**  
College of Rural and Community Development  
**P.O. Box 368 Bethel, Alaska 99559**  
**Your Success is Our Success**



Kuskokwim Consortium Library  
July 2023-March 2024 Activity Report for the City of Bethel

KCL's mission is to improve the quality of life for all members of the community by meeting the cultural, recreational and informational needs of the University of Alaska's Kuskokwim Campus and the community of Bethel.

Some of our targeted outreach initiatives to improve the quality of life for all people include:

- Sponsoring the Dolly Parton Imagination Library through a partnership with Bethel Community Services Foundation.
- Literacy, research and educational outreach to organizations that serve youth/college students.
- One-on-one support with technology and forms.
- Outreach to the Bethel Housing Coalition, Bethel Winter House, and Lion's Club Food Bank to improve access to resources for marginalized members of the community, and sponsoring Project Homeless Connect events.

The library sponsors many programs and events throughout the year that connect the community and provide informational and educational opportunities.

**Current Staff:**

Theresa Quiner, Library Director  
Mikayla Miller, Youth Services Librarian  
Thomas Daniel, Circulation Technician  
Ian Poole, Jesuit Volunteer



**Statistics July 1, 2023-March 1, 2024:**

- Active library card users: 2,101
- New library card registrations since July 1, 2023: 678
- 19,667 visitors to the library
- 3059 public computer sessions
- 69 Alaska Room reservations for meetings or student use
- 261 reference/ research assistance requests
- 23 Family/ Community events (all ages): 23 programs, 2391 people in attendance
- Adults only programs: 11 programs, 111 in attendance
- 12-18 (teen) programs: 8 programs, 104 in attendance
- 6-11 year old programs: 24 programs, 331 in attendance
- Birth to 5 years old: 17 programs, 272 in attendance
- Outreach (to schools, etc): 23 outreach trips, 283 in attendance
- **Total programs/ outreach: 107, total attendance 3482**



**Kuskokwim Campus**  
College of Rural and Community Development  
P.O. Box 368 Bethel, Alaska 99559  
Your Success is Our Success



### Highlight of the year: National Medal for Museum and Library Service

Kuskokwim Consortium Library started this fiscal year by being awarded the National Medal for Museum and Library Service in a ceremony at the White House in Washington D.C. in July of 2023. KCL was nominated by Senator Lisa Murkowski two years in a row. In FY22 we were one of just 15 libraries in the nation to be named a finalist, and we were awarded the medal in FY23. This is the nation's highest honor for libraries. One of the library's closest community partners, Michelle DeWitt with Bethel Community Services Foundation, traveled with library staff Theresa Quiner and Mikayla Miller to Washington D.C. for the ceremony. When the Institute of Museum and Library Services Director Crosby Kemper (shown in left most photo on the right) called to tell library staff they were receiving the award, he said that "we set an example for small libraries everywhere". Below are some of the many projects and programs that led to us receiving this award.



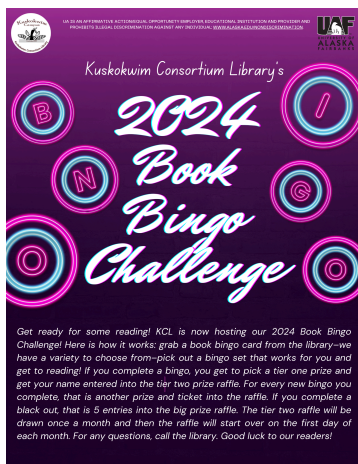
### Program highlights:

Every year KCL sponsors **summer reading programs**. Research shows that students who do not continue to read over the summer months lose important literacy skills throughout the summer, and low income children are especially vulnerable. Each year, kids fall further and further behind. Reading at grade level by 4th grade is an important milestone in a child's education because by 4th grade reading comprehension is required for all subjects in school. The YK Delta has some of the lowest literacy rates in the state and nation.

To counter this, libraries around the country celebrate reading with summer reading programs. Summer reading has two components. We incentivize kids to read by having reading challenges, and kids track

their reading and get entered into our Summer Reading Raffle for prizes. We also have fun programs throughout the summer, including crafting and STEAM programs, movie screenings, and a talent show. We wrap up summer reading every year with the reading raffle. This includes larger prizes such as bicycles and instruments. We also get grant funding to purchase reduced cost books and every kid that participates gets to go home with a bunch of free books.

We also encourage reading throughout the year with reading challenges, such as our current **Book Bingo** reading challenge. All ages are invited to pick up a Book Bingo Card, and as people check off bingos by reading the books on the Bingo Card they get entered in a raffle for prizes.



**TEL: 1-800-478-5822**

**TEL: (907) 543-4500**

**FAX: (907) 543-4572**





**Kuskokwim Campus**  
College of Rural and Community Development  
P.O. Box 368 Bethel, Alaska 99559  
Your Success is Our Success



Fall is a busy time for the library as we organize quite a few large community events in October-December. For the past two years, the library has spearheaded planning the UAF Kuskokwim Campus's **Indigenous Peoples' Day celebration** at the cultural center in October. We partner with tribal and community organizations, and the celebration has grown into an eight hour event with hands on activities for kids (beading, agutak making etc), an elder talking circle, Native Foods potluck, Yuraq performances, KYUK Archival screenings, and an IPD march.



We partnered with the Southwest Alaska Arts Group and KYUK to put on Bethel's second Arctic Entries Style events this past October called **Terrifying Tales on the Tundra**, and 7 storytellers, including Don Rearden, regaled the audience with spooky, terrifying, and at times funny stories. Local band Velma Lyle performed. A full recording is available on the library's [YouTube channel](#).



For many years, we have hosted a **Trunk or Treat** event at the cultural center on Halloween. This gives families a safe place to trick or treat with their kids. We estimate that over 600 people attend this event. The library gives away children's books as well as candy.



**TEL: 1-800-478-5822**

**TEL: (907) 543-4500**

**FAX: (907) 543-4572**





**Kuskokwim Campus**  
College of Rural and Community Development  
P.O. Box 368 Bethel, Alaska 99559  
Your Success is Our Success



We followed up Trunk or Treat with our first of two **Project Homeless Connect** events in early November and the second in January. These events are organized by the library in collaboration with the other agencies on the Bethel Housing and Homelessness Coalition. We have been holding these events twice per year since 2017. They provide direct services to people experiencing homelessness and also gives away items such as tampons, warm weather gear, and harm reduction materials. Services such as haircuts, vaccines, and agency referrals are available, and we serve a hot meal. The events also provide the coalition the venue to collect the survey data needed for federal housing projects. Because this data had been collected at Project Homeless Connect events, the housing coalition was ready when all of



the COVID-19 relief funds were available, and funds were secured to build Bethel's first Permanent Supportive Housing facility. This facility is opening this spring, and the library is very proud to have been a small part of making this project possible. Because the library is the only public facility open to everyone during the day, we serve a high number of unhoused community members every day. 24 of these chronically homeless individuals will soon have a permanent apartment in this facility. Pictured above left is KuC staff member Brenda Andrew giving haircuts at a PHC event.

Every December we hold a **Winterfest carnival**. This always includes a lot of fun activities for families such as Photos with Santa, cookie decorating, crafts, and caroling. Pictured at the right are some happy kids decorating cookies.

The Jesuit Volunteers at the library and KYUK have been partnering to make episodes blending KYUK archival footage with current interviews and showing them at the college. The series is called KYUK Lookback, and the first two episodes are available on the KYUK YouTube channel. The next screening is March 13 at KuC and is about Camai. We hosted a series of **Brown Bag lunches** at the Kuskokwim Campus throughout the fall,

including one with the new police dog Zeus (he joined us for storytime too!), on financial literacy, and one on shorebird research.



TEL: 1-800-478-5822

TEL: (907) 543-4500

FAX: (907) 543-4572



**Kuskokwim Campus**  
College of Rural and Community Development  
P.O. Box 368 Bethel, Alaska 99559  
Your Success is Our Success



In February, we hosted a panel discussion of the new book “**Tengautuli Atkuk: The Flying Parka**” with authors Ann Fineup-Riordan and Marie Meade and skin sewers Golga Oscar and Merna Wharton. We enjoyed making fry bread and hearing about the culture and history of parkas in western Alaska. A recording of the discussion is available on our YouTube channel.

The library frequently partners with Anchorage-based artist Jimmy Riordan for an ongoing program called **Art with Jimmy**. These programs involve a variety of artistic mediums for all ages such as Leather Tooling, Book Binding, Animation, Block Printing; in April he will teach a Zine

making class. Jimmy is also spearheading an ongoing [Pop-up Digitization Station](#) project for the YK Delta. He set up shop this winter in the library, and community members brought in their old VHS, cassette tapes, and vinyl to get digitized. We have the equipment in the library now, and people can request ongoing assistance with their digitization needs. He has been working with community members to archive their music and convert cassettes and VHS into modern media. While part of this project is archival, the other is simply to help community members access their own media.

**Toddler Time** is a bi-monthly program the library holds for all preschool aged children where children and their adults can play, learn and make friends. This program is important so these children can work on their fine motor skills, concepts like sharing and collaboration, and social skills before entering school. One of the most important elements of Toddler Time is that it provides an opportunity for parents to get out of the house with their kids, mingle with other parents, and be in a space where kids can run around and play. This is especially important in the winter when people are cooped up at home. Toddler Time is one of our longest running programs, with high and consistent attendance and frequent requests for us to hold it more often.

For the past two years, the library has been working on an ongoing **archival project** with former community member and local historian Diane Carpenter. Diane has amassed a large collection of papers regarding the history of the YK Delta from the 1970s-90s during a time when a lot of economic growth happened in the region. A group of us traveled from Alaska to Mexico to cull, organize, and create metadata for the papers, and we are now securing funds to ship the boxes to ARLIS to digitize and make available online. Stay tuned for more information.

Beginning in October 2023, the library started our weekly Saturday programs. On the first Saturday of the month we have **Adult Crafting** day in the Alaska room. We had multiple requests from the community for more adults only programming. We have done crafts such as recycled book pumpkins, vision board making, cross-stitch and embroidery, and origami/paper folding. The second Saturday of each month is **Story Time**. This program helps demonstrate to parents how to read aloud to children and the importance of reading in the early stages of development to help with literacy. There is also a small craft that goes along with whatever book is being read. On the third Saturday we play **Board Games** in the Alaska Room. A library staff member leads board games, card games, and other such entertainment for all ages. There has been high demand for this, and we are pleased to see that this activity draws in people of all ages. The last Saturday of the month is **Chess Club**. The last two programs were patron requests, and each of these Saturday programs has brought in new people to the library. The library will cease these Saturday programs in May in preparation for Summer Reading and resume next fall.



**Kuskokwim Campus**  
College of Rural and Community Development  
**P.O. Box 368 Bethel, Alaska 99559**  
Your Success is Our Success



### Ongoing projects, funding and grants

- Rasmuson Foundation Tier 1 grant project: \$25,000.
  - We are removing out of date materials from our nonfiction collections. This project is about 10 years overdue, and the majority of our collection is not current. We are using the grant funds to update the collection and expand our collection of Alaska documentaries.
- Institute of Museum and Library Services Native American Library Services Grant: \$10,000
  - This is an annual grant that is eligible only to Native American tribes. We partner with the Orutsararmiut Traditional Native Council every year to receive these funds for annual expenses at the library, including our periodical subscriptions, our [Alaska Digital Library Subscription](#), and our subscription for current best sellers.
- The library is going through two major circulation projects. Firstly, the library is doing a full scale inventory of the collection. As far as anyone can tell, there has never been a completed inventory. In December, staff finished inventory and weeding of the Children's collection. Inventory will resume with the nonfiction collection once the Rasmuson project has been completed. Secondly, we are going through the process of removing all missing, lost, & long-checked out materials from the collection in order to have a more accurate depiction of collection statistics.
- We raise money throughout the year to support library programs through the year through our Friends of the Library fund with Bethel Community Services Foundation. This includes funding raised for the Dolly Parton Imagination Library and all public library programming. We rely heavily on donations. Our annual book sale fundraiser is in March, and we have a Pub Trivia fundraiser at Uncommon Pizza on March 26th. Donations can be made online:  
<http://www.bcsfoundation.org/friends-of-the-kuc-library-fund/>

The library is able to provide all of these services to the community because of the many (including the City of Bethel!) partner agencies that support us throughout the year. Some of these important partners are the City of Bethel, the Orutsararmiut Traditional Native Council, AVCP, KYUK, Southwest Alaska Arts Group, and Bethel Community Services Foundation, the agency that holds a philanthropic fund for the library.

Stay in the know with what is going on at the library by signing up for our newsletter by emailing [uaf-bethel-library@alaska.edu](mailto:uaf-bethel-library@alaska.edu). We have awesome stuff coming up this spring including the KuC 50th graduation anniversary which the library is part of planning (see below), a live Ask An Alaskan trivia show with host Thom Foote, cooking programs, and more!

Theresa Quiner  
Library Director  
[tquiner@alaska.edu](mailto:tquiner@alaska.edu)  
907-543-4517





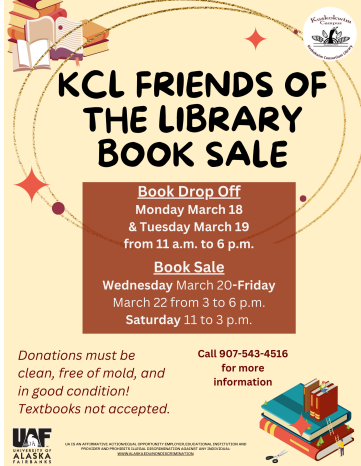
**Kuskokwim Campus**  
College of Rural and Community Development  
P.O. Box 368 Bethel, Alaska 99559  
Your Success is Our Success



**MARCH 11**  
6 p.m.

LEARN HOW TO COOK  
**SOUTHERN FRIED CHICKEN**  
AND SIDES

WITH BETHEL CHEF  
**LAILTRICE GRAHAM**  
OF SHABBY CHIC CATERING



**KCL FRIENDS OF THE LIBRARY BOOK SALE**

**Book Drop Off**  
Monday March 18  
& Tuesday March 19  
from 11 a.m. to 6 p.m.

**Book Sale**  
Wednesday March 20-Friday  
March 22 from 3 to 6 p.m.  
Saturday 11 to 3 p.m.

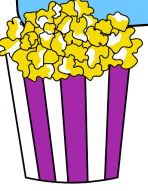
Donations must be clean, free of mold, and in good condition!  
Textbooks not accepted.

Call 907-543-4516 for more information



KUSKOKWIM CONSORTIUM LIBRARY

**Friday Movie Night**



**NOW SHOWING**



**The Super Mario Bros. Movie**

**FRIDAY MARCH 1ST**  
**6 P.M.**  
**POPCORN WILL BE PROVIDED**



UAF IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER, EDUCATIONAL INSTITUTION AND PROVIDER AND PROHIBITS ILLEGAL DISCRIMINATION AGAINST ANY INDIVIDUAL. [WWW.ALASKAEDUNONDISCRIMINATION](http://WWW.ALASKAEDUNONDISCRIMINATION)

University of Alaska Fairbanks  
Kuskokwim Campus

**50 Year Anniversary**



**Schedule of Events:**

**April 7, 4 p.m.**  
"Ask an Alaskan" live trivia show with special guest Thom Foote.  
Cultural Center.  
Broadcast live on KYUK and YouTube.

**April 16, 6-8 p.m.**  
Neq'akumalriit nunanirmargelriit.  
A Walk Down Memory Lane open house.  
Kuskokwim Campus Maggie Lind building.

**April 29, 6-8 p.m.**  
Alumni Dinner  
Cultural Center  
(invite only, reservation required)

**May 7, 1:30 p.m.**  
50th Commencement Ceremony  
Yupit Piciyarait Cultural Center



TEL: 1-800-478-5822

TEL: (907) 543-4500

FAX: (907) 543-4572

# City of Bethel, Alaska

---

## City Clerk's Office

### **Council Meetings**

April 9, 2024 Regular City Council Meeting

April 23, 2024 Regular City Council Meeting

### **Tentative Special Budget Meeting Dates**

April 16, 18, 25, 30

May 7, 9, 16, 21, 23

### **City Clerk's Office**

- Reviewed the Special Events Permit internal review process along with the State's updated forms and the amended Alaska Statutes Title 4. Created an updated internal review process and emailed it to legal for review. Following Legal review sent it to Administration for review/confirmation. Started drafting web content explaining the process.
- Updated the City's website page that provides explanation of Location Option, to reflect the updated language in Alaska Statutes.
- Reviewed the State of Alaska Active Retail and Manufactured Food Permits for municipal compliance. Found one business that was not listed. After discussing it with the State it was found, the restaurant is working under a temporary permit and is working on becoming fully compliant. The Finance team found two more businesses without a permit, those businesses names were provided to the State.
- Updated the City's Fourth of July Celebration Registration to include the Food Worker Card and insurance requirements.
- Reviewed the Liquor License Renewal Application for Fili's. Reviewed the Department Head Administrative Reports and drafted the administrative findings letter to the council for Administration. Reviewed the Sales tax submission from the restaurant for period of two years to determine if the food sales exceed the alcohol sales. Researched the specific changes related to the renewal of this type of license in AS Title 4. Communicated with Alcohol Marijuana Control Office about the changes. Reminded Administration to email the applicant a copy of the findings.
- Reviewed the BMC regulations on drainage along with the communication from a community member facing drainage issues on their property. Following a memo from the City Attorney and on behalf of Administration drafted an email response to the resident explaining the situation. The draft was sent to Legal and Administration for modification.
- Reviewed the proposed annual operating budget and provided feedback and error corrections to Administration. Held a number of meetings with Administration to review each departmental budget to ensure accuracy then assisted with the reduction of expenses to ensure compliance with the balanced budget provisions of the Code. There are still issues with the indirect cost recovery rates being too high. Administration will continue to look into this issue and identify an alternative way to account for general fund services to the enterprise funds that better reflect actual costs. Reviewed the budget narrative and provided suggested amendment to Administration.

- Outlined the budget process for administration and detailed out a tentative plan for meeting dates and departmental review timelines.
- Continue to remind Council and the Planning staff of the Financial disclosure statement due date, April 15<sup>th</sup>. Have received and filed a number of statements. Provided a reminder to Administration of the report of business interests forms that are required from employees annually. Emailed the sample email and updated the form for their distribution.
- Created a spreadsheet to evaluate the wages for department head positions in other Alaska Communities to determine if the City's wages are comparable. Since my last review of the wages in 2021, there has been an increase in wages for other similar communities. Administration should continue to look at ways to balance the city's wages and benefits to allow for more attractive annual salaries through a reduction of benefits to help ensure sustainability in personnel costs.
- Received an invitation to the AIRRAQ meeting scheduled for 4/16 in Bethel. Forwarded the invitation to Administration.
- The City Clerk is the first contact for the City's online complaint/problem notification system. Reviewed a number of issues related to city operations and forwarded/followed up on them with Administrative staff.
- Reviewed the Bethel Friends of Canines contract which is set to expire in June, along with the 2023 amendment. Made sure Administration had the \$115,000 set in the Community Services Budget and sent the contract and amendment to Legal for updating. Following the update, sent the draft to BFK9 for their review. Drafted an AM for Council to consider the contract for services.
- Reviewed the Memorandum of Understanding drafted by the Attorney to initiate an agreement with Tundra Women's' Coalition to fund rides for eligible residents. Drafted the AM for Council to consider the agreement.
- Reached out to DOWL our engineering contractors to request clean copies of the City's plans, study etc. completed by them. This was promoted after learning there were a few studies completed that we were not aware of. We received those studies and have placed them on the City's shared drive for staff access.
- Provided notice to the Finance Department that the Council passed an ordinance removing the expiration requirements for Senior Exemptions.
- Processing Record Change forms to update the retention schedule.

| Task                        | Period Total | Year to Date Total |
|-----------------------------|--------------|--------------------|
| Passport Appointments       | 2 March 26   | 20                 |
| Burial Permits/Reservations | 2 March 26   | 12                 |
| Notary Services             | 0            | 11                 |
| Meeting Minutes Drafted     | 1            | 8                  |
| Resolutions Drafted         | 0            | 4                  |
| Ordinances Drafted          | 0            | 2                  |
| AM/IM Drafted               | 2            | 2                  |

## **AHFC Grants**

Reached out the community of Sitka who is also working through this grant process. Will be meeting with them next week to compare programs and review each other's RFPs for affordable housing.

### **Grants General**

Submitted responses to the second round of questions for the Department of Treasury grant on the Community Center.

The contractor sending the treadmills and rower for the YK Fitness Center, through the Equitable Communities grant has the shipment scheduled for barge service which wasn't recognized until the equipment was already on the dock. Worked with shipper and the contractor to get the equipment set for airfreight to Bethel.

### **State of Alaska Liquor License Renewal Administrative Process**

|                                                                                                                           |                          |                           |
|---------------------------------------------------------------------------------------------------------------------------|--------------------------|---------------------------|
| Date Notice Received by City Clerk's Office                                                                               |                          | 03/14/2024                |
| Date City Manager Sends Application Notice to Directors                                                                   |                          | 03/14/2024                |
| Deadline for Department Head Reports (14 days from Notice from City Manager)                                              |                          | 03/28/2024                |
| Date Written Report Sent to City Council from City Manager (20 days from Date Notice received by the City Clerk's Office) |                          | 04/03/2024                |
| Date of Council Review (30-40 calendar days from Date Notice received by City Clerk)                                      |                          | 04/09/2024                |
| Deadline for Protest                                                                                                      |                          | 05/13/2024                |
| Doing Business As                                                                                                         | License Type             | Name of Applicant         |
| Fili's Pizza License Number 5445                                                                                          | Restaurant Eating Place  | Marina Inc.               |
| Mailing Address                                                                                                           | Location of Premises     | Business Telephone Number |
| Not Provided                                                                                                              | 110 Osage Street, Bethel | 907-887-9871              |

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