



CITY OF BETHEL
PUBLIC SAFETY AND TRANSPORTATION COMMISSION
WEDNESDAY, JULY 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

Theresa Quiner, Chair
Melanie Fredericks
Farah Sears
Musa Saliu
Mikayla Miller Council Rep.

STAFF

Chris Wigner, Ex Officio Member
Thomas Haviland, Ex Officio Member
Dorothy White, Ex Officio Member
dwhite@cityofbethel.net
907-543-2131

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 by 4:00 p.m. the day of the meeting.

IV. APPROVAL OF AGENDA

V. APPROVAL OF MEETING MINUTES

VI. UNFINISHED BUSINESS

- A. Neighborhood Watch Program. (Melanie Fredricks)
B. Consideration of BMC Title 5 Amendment to Allow Transportation Network Companies to Operate in Bethel. (Mikayla Miller)
C. Shop With a Hero. (Christopher Wigner)
D. National Night Out. (Christopher Wigner)
E. Pay Increase for Dispatchers. (Christopher Wigner)
F. Commission Support Of Taxi Cab Permit Extension (Acting Chief Wigner)

VII. NEW BUSINESS

- A. Commission Consideration Of Draft Ordinance to Reduce The Frequency Of Meetings For Committees and Commissions (Administration)
B. Commission Consideration of Draft Ordinance Modifying Membership Requirements From Seven To

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

Ex-Officio Staff

Five Temporarily When Less Than Five Members Are Appointed (Administration)

VIII. EX OFFICIO REPORT

- A. Manager's Report
- B. Inspector's Report

IX. MEMBER COMMENTS

X. ADJOURNMENT

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

Ex-Officio Staff

Shop with a Copy Account Created

Lori Strickler <lstrickler@cityofbethel.net>

Fri 6/21/2024 11:19 AM

To: Christopher Wigner <cwigner@cityofbethel.net>; Thomas Haviland <thaviland@cityofbethel.net>
Cc: Mikayla Miller <mmiller@cityofbethel.net>; William Arnold <warnold@cityofbethel.net>; Cindy Sharp
<csharp@cityofbethel.net>; Dorothy White <dwhite@cityofbethel.net>

Whoo-hoo,

High five and thank you to Cindy Sharp for her never-ending hard work!!

The Shop with a Cop revenue account has been created and is ready for use.

The account is set up as a suspense account so it will need to be all used up at the end of the fiscal year each year.

I think this has been on the Commission agenda, so I have cc'd Dorothy and Mikayla so the Commission can be updated.

Please reach out if there is anything else.

Lori Strickler

City Clerk, MMC

Phone: 907-543-1384

P.O. Box 1388

300 Chief Eddie Hoffman Highway

Bethel, AK 99559

5.20.130 Renewal of license or permit.

- A. A permit or license issued in accordance with this chapter or Chapters [5.30](#) through [5.50](#) BMC shall be valid for two (2) calendar years and shall expire automatically on the date of original issue.
- B. An application to renew a permit or license shall be made to the transportation inspector, at the time set for submitting the application, and shall be treated in the same manner as an original application. A decision to grant a license or permit in two (2) years does not preclude the transportation inspector from denying a license or permit upon application for renewal.
- C. If a permittee or licensee is not qualified to hold their permit or license at the time of renewal, the transportation inspector shall not renew the permit or license and it shall become void and revert to the commission.
- D. Any person whose application for an original license or permit or for a renewal of license or permit has been denied and any person whose license or permit has been revoked may not apply for a new license or permit for one (1) year from the initial date of the denial or revocation. New taxicab permits shall only be issued in accordance with the provisions of BMC [5.30.050](#). [Ord. 21-21 § 2, 2021; Ord. 07-18 § 2; Ord. 01-02 § 3.]

The Bethel Municipal Code is current through Ordinance 24-03, passed March 26, 2024.

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

City Website: www.cityofbethel.org

[Hosted by Code Publishing Company, A General Code Company.](#)

Introduced by: Council Member Miller
Date: June 25, 2024
Action: Passed
Vote: 7-0

CITY OF BETHEL, ALASKA

RESOLUTION #24-09

A RESOLUTION BY THE BETHEL CITY COUNCIL TEMPORARILY SUSPENDING BETHEL MUNICIPAL CODE CHAPTER 5.20.130, REGULATIONS PERTAINING TO TAXICABS, CHAUFFEURS, AND DISPATCH SERVICES, RENEWAL OF LICENSE OR PERMIT

WHEREAS, Bethel Municipal Code (BMC) 5.20.130(A) provides that a permit or license issued to operate a taxicab, river taxi, limousine, bus, chauffeur, or dispatch service shall be valid for two (2) calendar years and shall expire automatically on the date of original issue;

WHEREAS, BMC 5.20.010(Q) makes the Police Chief or their designee the transportation inspector, and BMC 5.20.040 makes the transportation inspector responsible for issuing and processing renewals of the foregoing licenses and permits;

WHEREAS, The Police Department is currently short-staffed and does not have the resources to process the renewal paperwork for the foregoing licenses and permits, although that issue is expected to resolve by September;

WHEREAS, There is no immediate public health or safety concern with temporarily suspending the automatic renewal provisions of BMC 5.20.130 until such time that the transportation inspector has sufficient staff to process those renewals;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BETHEL that the Bethel City Council temporarily suspends the automatic expiration and renewal requirement of BMC 5.20.130 until October 1, 2024. All licenses and permits otherwise subject to expiration and renewal under BMC 5.20.130 shall remain valid between the enactment date of this ordinance and October 1, 2024.

**ENACTED THIS 25th DAY OF JUNE 2024, BY A VOTE OF 7 IN FAVOR AND 0
OPPOSED.**

Mark Springer, Mayor

ATTEST:

Lori Strickler, City Clerk

CITY OF BETHEL, ALASKA

ORDINANCE #24-XX

AN ORDINANCE BY THE BETHEL CITY COUNCIL AMENDING BETHEL MUNICIPAL CODE CHAPTER 2.60, COMMITTEES, COMMISSIONS AND AD HOC COMMITTEES TO REDUCE THE NUMBER OF MEMBERS REQUIRED FOR A QUORUM UNDER SPECIAL CIRCUMSTANCES

WHEREAS, Bethel Municipal Code 2.60 creates seven committees and commissions that act as advisory bodies to the Council: the Planning Commission, the Port Commission, the Public Safety and Transportation Commission, the Community Action Grant Committee, the Finance Committee, the Community Parks and Recreation Committee, and the Public Works Committee;

WHEREAS, Bethel Municipal Code 2.60.060 Notice of Public Meetings, requires regular meetings of the committees and commissions to be scheduled once a month unless otherwise authorized by council;

WHEREAS, reducing the meeting schedule requirement to every other month will provide administration more time to work directly with the ex officio members to develop meaningful agendas and packets, this will result in public meetings with more developed action items for our committee/commission volunteers to discuss;

WHEREAS, a reduction in the meeting frequency will also relieve operational takes during a time of significant staff shortages ensuring the operational tasks of the municipality are carried out while still supporting strong government through public engagement;

WHEREAS, the City hoped that through the reduction in regular scheduled meetings, and a focus on more developed agendas and packet materials, the City will attract more volunteer participation in our public meeting process;

WHEREAS, although each committee and commission will be required to have regular meetings every other month, at any point, a special meeting may be called in accordance with BMC;

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

Section 1. Classification. This ordinance is permanent in nature and shall be placed in the Bethel Municipal Code.

Section 2. Amendment. Bethel Municipal Code 2.60 is amended, old language is stricken, and new language is underlined.

2.60.060. Notice of public meetings.

A. Regular meetings shall be scheduled ~~once a month~~ every other month unless otherwise authorized by council. A regular meeting may be postponed or rescheduled to another date upon a vote of the majority of the members at a previous regular or special meeting.

B. Special meetings are called to transact business held outside the regular meeting schedule. Special meetings may be called at any date and time by the chair, or by three (3) voting members.

C. Meetings shall be held at City Hall, 300 Chief Eddie Hoffman Highway, whenever reasonably possible, and shall comply with BMC 2.04.070, in providing teleconference and written participation to all public meetings. Agendas constitute the meeting notice and shall contain, at a minimum, the date, place and time of the meeting, the name of the body, the names of the members of the body, people to be heard, and any item to be discussed by the body.

D. Public notice of meetings shall be prepared and posted in at least four (4) conspicuous public places within the city, including at the location of the meeting. Notice of a regular meeting shall be posted no later than five (5) days before the meeting. Notice of a special meeting shall be posted no later than three (3) days before the meeting, except the planning commission special meeting agenda shall be posted no later than five (5) days before the meeting.

E. The meetings of all bodies shall be open to the public in accordance with the Alaska Open Meetings Act, and shall permit teleconference and written participation in accordance with BMC 2.04.080.

F. Each committee, commission, and ad hoc committee shall follow Robert's Rules of Order Newly Revised; however, the rules of debate may be relaxed by the body to promote discussion.

Introduced by:
Introduction Date:
Public Hearing Date:
Action:

G. Committee, commission, and ad hoc committee reports and recommendations shall be decided by a quorum of the body at a public meeting.

H. Any committee, commission and ad hoc committee may appoint seated members of its body to a subcommittee. The number of members appointed to a subcommittee shall be three (3) or fewer, to avoid creating a quorum of the body. The subcommittee can make such investigation or exercise such authority as may be delegated to it by the advisory board. A subcommittee reports to the body from which it was appointed, and not to the council. No action of the subcommittee is official until approved by a majority vote of the advisory body.

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

ENACTED THIS _____ DAY OF _____ 2024, BY A VOTE OF _____ IN FAVOR AND _____ OPPOSED.

ATTEST:

Mark Springer, Mayor

Lori Strickler, City Clerk

CITY OF BETHEL, ALASKA

ORDINANCE #24-XX

AN ORDINANCE BY THE BETHEL CITY COUNCIL AMENDING BETHEL MUNICIPAL CODE CHAPTER 2.60, COMMITTEES, COMMISSIONS AND AD HOC COMMITTEES TO REDUCE THE NUMBER OF ADULT VOTING MEMBERS AND QUORUM STANDARDS FOR COMMITTEES AND COMMISSIONS UNDER SPECIAL CIRCUMSTANCES

WHEREAS, Bethel Municipal Code 2.60 creates seven committees and commissions that act as advisory bodies to the Council: the Planning Commission, the Port Commission, the Public Safety and Transportation Commission, the Community Action Grant Committee, the Finance Committee, the Community Parks and Recreation Committee, and the Public Works Committee;

WHEREAS, BMC 2.60.010 defines a "quorum" as the minimum number of members of a committee, commission, or ad hoc committee that must be present at any meeting to conduct business;

WHEREAS, BMC 2.60.040 provides that "all committees and commissions shall consist of seven (7) appointed adult voting members;

WHEREAS, BMC 2.60.050 provides that "four (4) members shall constitute a quorum for the transaction of business for committees and commissions"; and

WHEREAS, numerous committees and commissions are having consistent trouble meeting quorum, which prevents these bodies from conducting business;

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

Section 1. Classification. This ordinance is permanent in nature and shall be placed in the Bethel Municipal Code.

Section 2. Amendment. Bethel Municipal Code 2.60 is amended, old language is stricken, and new language is underlined.

2.60.040 Composition of committees, commissions, and ad hoc committees.

A. All committees and commissions shall consist of seven (7) council-appointed adult voting members. One (1) member shall be a member of the city council and act as the council representative to provide a direct line of communication between the advisory board and the city council. Each council member shall be appointed to only one (1) committee, commission, and/or ad hoc committee.

B. In addition to the seven (7) adult voting members, the council may appoint up to two (2) alternative members and one (1) youth member to any advisory committee or commission.

C. An ad hoc committee may have fewer but not more members than the number provided under subsections [A](#) and [B](#) of this section, and in no event less than five (5) members.

D. Each committee or commission shall annually elect a chair and a vice chair from its membership. An ad hoc committee shall elect a chair and vice chair at the first (1st) meeting of the body. The vice chair shall act in the absence of the chair or in the event the chair is unable to act.

E. The city manager is responsible for the effective management of committee, commission, and ad hoc committee operations and shall provide the staff required to assist the body in discharging its duties. The city manager shall appoint at least one (1) ex officio member to provide staff support to each committee, commission, and ad hoc committee. Ex officio members report to and take direction from the city manager and not from the body to which they are appointed.

The duties of the ex officio member include but are not limited to: preparation and posting of agendas, packet materials, meeting minutes, and other relevant documents in accordance with Alaska Statutes ([44.62.310](#) through [44.62.319](#)), Bethel Municipal Code, and city policy. The ex officio member appointed to the body shall also provide subject matter expertise to the body.

Introduced by:
Introduction Date:
Public Hearing Date:
Action:

An ex officio member is a nonvoting member of the body, but may add items to the agenda and participate in discussion.

F. If a committee or commission has five or less council appointed adult voting members, the city council may by resolution authorize a temporary exemption to Section 2.06.040 A, reducing council appointed membership requirement to five (5). The exemption shall expire when the exempted committee exceeds five council appointed adult voting members or on the date provided by the resolution. Under the five-member exemption, three (3) members shall constitute a quorum for the transaction of business and three (3) affirmative votes shall be necessary to carry any question.

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

ENACTED THIS _____ DAY OF _____ 2024, BY A VOTE OF _____ IN FAVOR AND _____ OPPOSED.

ATTEST:

Mark Springer, Mayor

Lori Strickler, City Clerk



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Transportation and
Public Facilities

OFFICE OF THE COMMISSIONER
Ryan Anderson, P.E., Commissioner

PO Box 112500
Juneau, Alaska 99811-2500
Main: 907.465.3900
dot.alaska.gov

May 23, 2024

Mayor Mark Springer
City of Bethel
PO Box 1388
Bethel, AK 99559

Dear Mayor Springer:

As 2024 DOT&PF construction kicks off across the state, we're excited to share information about the projects in your communities and offer resources to keep you informed throughout the season. We've been continuing to make improvements to our tools to increase communication and transparency to what you can expect to see this season. Community engagement is ongoing, and we encourage you to interact with these tools and connect with us.

We are excited to announce that we expect the following projects to be active in your community this year:

- Bethel Main Runway Reconstruction
- Bethel Tundra Ridge Road Rehabilitation

Enclosed with this letter are project information sheets with an overview of each project, including maps and contact information. We would also like to share some online resources that you may find helpful this season:

2024 Construction Website at dot.alaska.gov/construction: You will find an interactive map that allows you to explore road, airport, and harbor projects across the state. Zoom in and click on projects to see detailed information on project scopes, traffic impacts, contact information, funding sources, and links to more information.

Alaska 511: Find traffic impacts from road projects (along with road cameras, maintenance activities, and more) through the Alaska 511 system, which includes 511.alaska.gov, the 511 Alaska mobile app, and by phone at 5-1-1.

"Keep Alaska Moving through service and infrastructure."

Please pass along these resources to anyone in your community who may be interested. We also welcome your questions and feedback. If you have questions about specific projects, please reach out using the contact information provided on the attached information sheets. You can also contact my office any time at dot.commissioner@alaska.gov or 907-465-3900.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ryan Anderson', with a stylized flourish at the end.

Ryan Anderson, P.E.
Commissioner

Enclosure(s)



Alaska Department of Transportation and Public Facilities

2024 Construction Project Overview



Project Name: Bethel Main Runway Reconstruction

Project Number: CFAPT00430

Project Description: Reconstruct Bethel runway 1L/19R and taxiways C and A to accommodate 737-800 aircraft. Replace lighting and pave runway shoulders. The purpose of the proposed project is to enhance safety and improve infrastructure at BET by reconstructing and strengthening the structural section of the main runway and taxiways to accommodate the increased pavement loading from the Boeing 737-800, which are now being operated by Alaska Airlines.

Project Website: <https://arcg.is/0zreKP2>

Anticipated/Actual Start: 03-2023

Anticipated End:

Project Contact:

Jim Fleming (EMC)

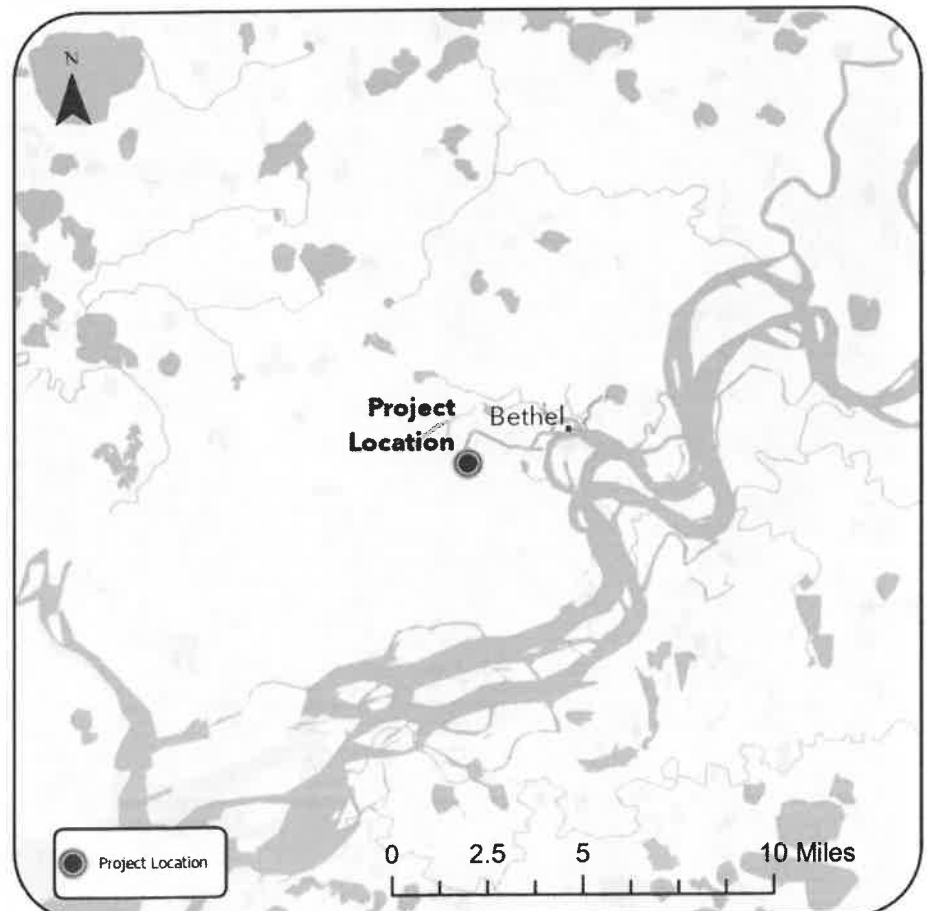
(907)269-0450

justin.shelby@alaska.gov

Visit the APEX website:



<https://dot.alaska.gov/construction>



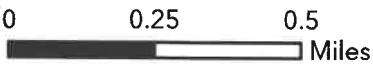
It is the policy of the Alaska Department of Transportation and Public Facilities (DOT&PF) that no one shall be subject to discrimination on the basis of race, color, national origin, sex, age, or disability, regardless of the funding source, including Federal Transit Administration, Federal Aviation Administration, Federal Highway Administration, Federal Motor Carrier Safety Administration and State of Alaska funds.

Bethel Main Runway Reconstruction Map

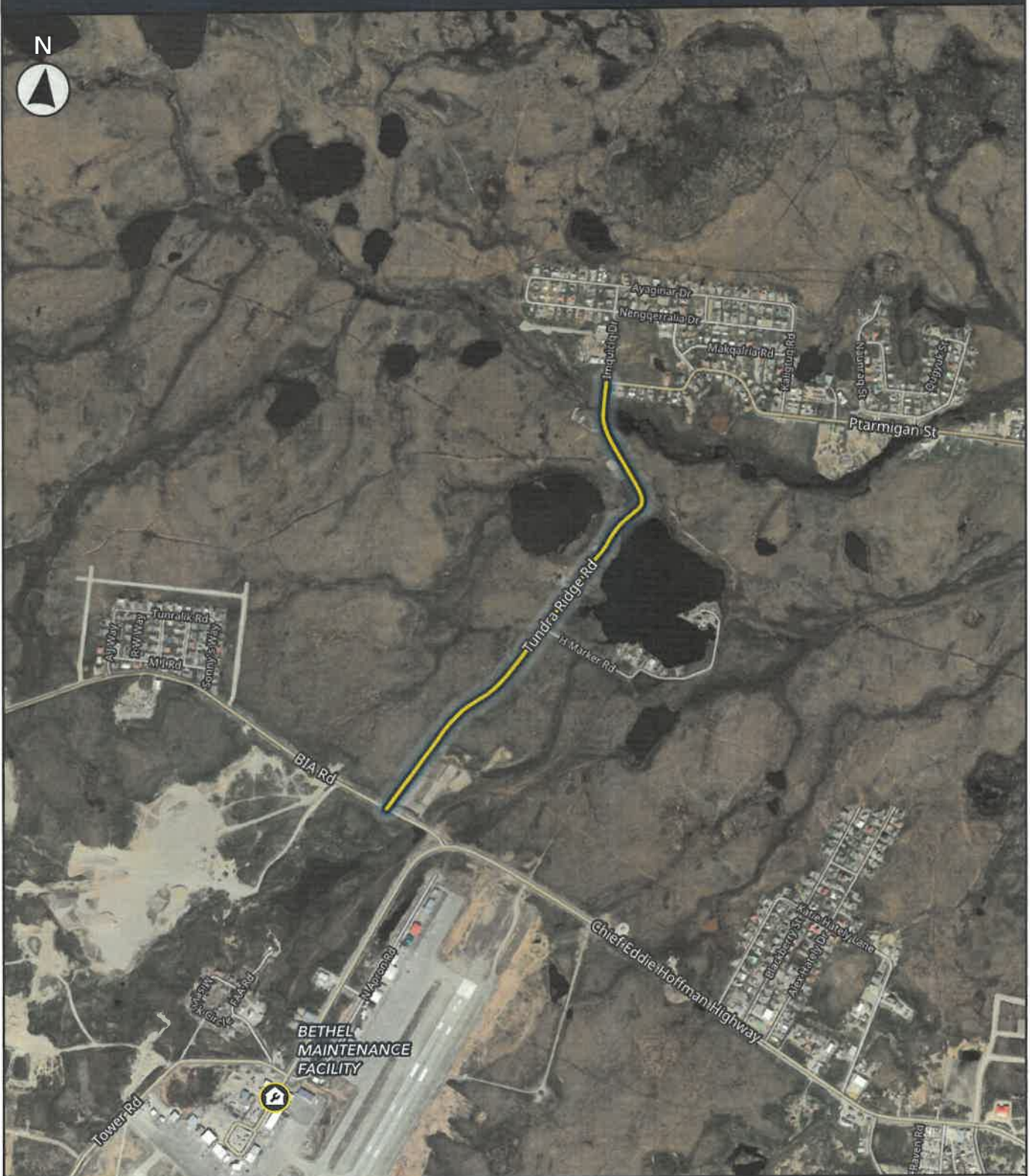


-  Project Footprint
-  DOT&PF Controlled Airports

-  Maintenance Facilities



Bethel Tundra Ridge Road Rehabilitation Map



-  Project Footprint
-  Maintenance Facilities

0 0.1 0.2
Miles



Alaska Department of Transportation and Public Facilities

2024 Construction Project Overview



Project Name: Bethel Tundra Ridge Road Rehabilitation

Project Number: Z542890000

Project Description: Rehabilitate and open Tundra Ridge Road (Polk Road).

Improvements include better drainage and fish passages as well as improved safety and reduced emergency response travel time.

The purpose of the project is to improve driving conditions, improve traffic circulation, improve emergency response times, decrease maintenance costs, and decrease transportation costs for residents and business owners.

Project Website: <https://arcg.is/arzGX0>

Anticipated/Actual Start: 2024

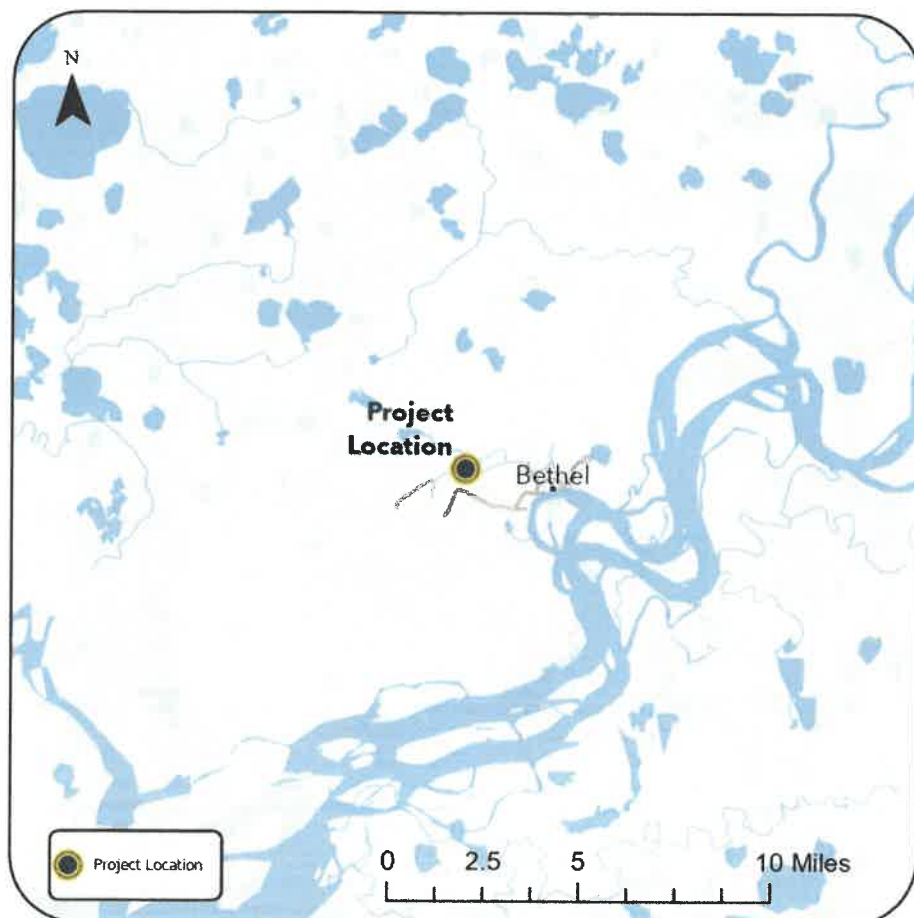
Anticipated End:

Project Contact:

Justin Shelby

907-269-6323

justin.shelby@alaska.gov



Visit the APEX website:



<https://dot.alaska.gov/construction>

It is the policy of the Alaska Department of Transportation and Public Facilities (DOT&PF) that no one shall be subject to discrimination on the basis of race, color, national origin, sex, age, or disability, regardless of the funding source, including Federal Transit Administration, Federal Aviation Administration, Federal Highway Administration, Federal Motor Carrier Safety Administration and State of Alaska funds.

Bethel 4-H Community Report

Q1
January - March 2024

I. Introduction

The Bethel 4-H program is committed to providing year-round after-school opportunities for children in our community. Unlike traditional daycare services, Bethel 4-H focuses on equipping participants with valuable life skills and exposing them to new and diverse topics. We believe in nurturing the potential of every child, offering a supportive environment for their growth.

At the heart of our program is the Thrive model, which guides our efforts in fostering long-term positive outcomes for our youth participants. Through a blend of structured activities, mentorship, and hands-on learning experiences, we aim to empower young people with the tools they need to succeed both personally and academically. Our dedication to this model is reflected in the lasting success of our program's participants.

The Bethel 4-H program operates from 8:30 am to 6:00 pm, Monday through Friday, offering a wide range of activities for youth participants. All activities are primarily conducted in and around the 4-H Center, providing a centralized and accessible location for programming.

Throughout these hours, dedicated staff members are present on the premises to ensure the safety and supervision of participants. During school days, youth hours are adjusted to accommodate academic schedules, with activities running from 2:00 pm to 5:30 pm on Mondays and from 2:30 pm to 5:30 pm on Tuesdays, Wednesdays, and Thursdays. Fridays offer extended hours, from 1:00 pm to 5:30 pm. On days with early release or when school is not in session, except for national holidays, the 4-H Center remains open for youth from 11:30 am to 5:30 pm, providing additional opportunities for engagement and enrichment.

This report comprehensively addresses various facets of the Bethel 4-H program, encompassing the following sections:

Learning Themes & Activities: This section delves into the some of learning themes and activities offered by the Bethel 4-H program, outlining the educational experiences and opportunities provided to participants.

Metrics: The metrics section examines the quantitative and qualitative measures used to assess the impact and effectiveness of the Bethel 4-H program, including data on participants, program reach, and community engagement.

Conclusion: The conclusion synthesizes key findings and insights from the report, reflecting on the achievements of the Bethel 4-H program and outlining future directions for continued growth and success.

II. Learning Themes & Activities

When selecting activities for the 4-H center, our staff rigorously evaluates the following criteria:

- Availability of established, validated 4-H curriculum for targeted topics.
- Alignment of the chosen curriculum with both Alaskan and National Education Standards.
- Interest expressed by participants and their parents/guardians.
- Potential for generating positive community impact.

By employing this approach, our staff strives to deliver daily programming that appeals to a diverse audience of interests and skill levels, fostering an inclusive environment where all our participants have the opportunity to showcase their individual talents.

The following is a selection of the weekly themes that have taken place at the Bethel 4-H. Also included is a short synopsis of the weeks aims, as well as just a few of the activities that took place during the week



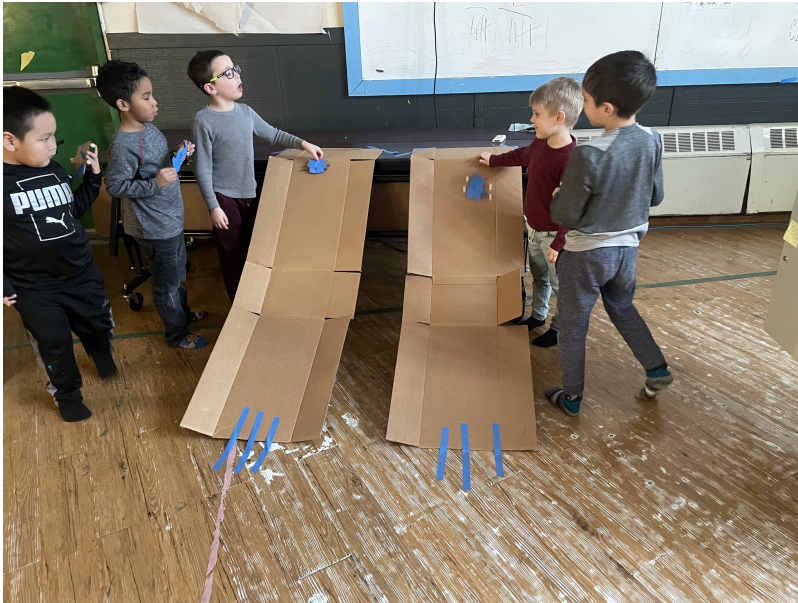
January 15 - 19 Five Senses

This week's emphasis is energy. We will focus on varying types to include wind, thermal, solar and brain power. The lesson plans will aim to engage youth with a number of scientific concepts that aligns with the start of the school year.

Sample Activities

- Exploring sound through Vibration
- Tactile Touch Experiment

February 12 - 16 Simple Machines



This week, the 4-H program engaged our young scientists in an exploration of the human senses. Participants investigated the five senses—touch, taste, smell, hearing, and sight—through a series of interactive and educational experiments. This sensory-focused week was a significant step in fostering curiosity and a passion for learning among our youth.

Sample Activities

- Wheeling to the Finish
- Pulley lift competition

Mar 18 - 22 Software Engineering

In recent programming sessions, our youth demonstrated a strong commitment to mastering the fundamentals of coding, including logic, mathematics, and programming principles. From establishing foundational knowledge to navigating more complex concepts, their dedication to learning was evident. As they continue to progress, it is evident that these aspiring tech enthusiasts are poised for success.

Sample Activities

- Introduction to Programming
- Interactive Coding Database



III. Metrics

A. Average Weekly Attendance and Youth Contact Hours

Throughout the first quarter, the Bethel 4-H program saw consistent participation, with an average daily attendance of 23 youth and an average weekly attendance of 22 youth. During this period, our total enrollment reached 56 youth, all of whom engaged in afterschool activities at least once. Currently, we are pleased to report that 13 youth have maintained an attendance rate of at least 90% for all 4-H activities during Q1.

However, we observed a noticeable decline in attendance during the inclement cold weather, leading to temporary closures of the 4-H due to facility limitations. This situation prompted many families to opt out of activities during those weeks. Despite these challenges, we managed to organize alternative activities at the UAF Kuskokwim Library, allowing for continued engagement with youth.

We are pleased to report a 10% increase in attendance compared to previous quarters, largely attributed to the families we serve who actively promote the benefits of enrolling their youth in the Bethel 4-H program to their friends and family. Additionally, there has been a significant 30% rise in total enrollments, indicating growing community interest in both our afterschool and summer programs.

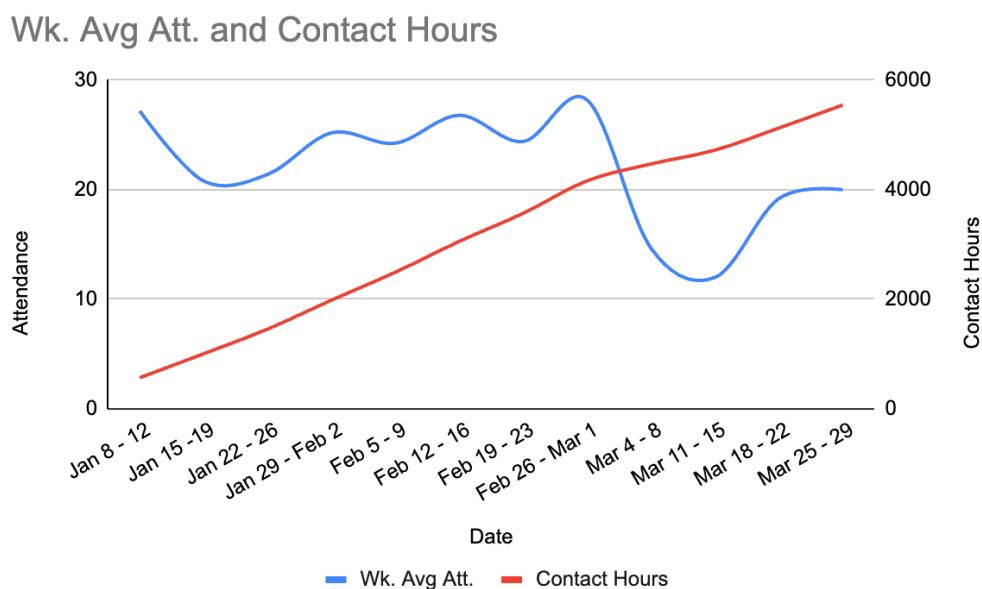


Fig 1.

Combining the total time our participants devote to 4-H endeavors offers a vivid representation of our community impact. Throughout the first quarter of 2024, spanning from January to March,

our 4-H youth collectively invested approximately 6000 hours in these enriching activities. This translates to around 250 days filled with opportunities for acquiring new skills, exploring interests, socializing with peers, and receiving guidance from youth development professionals.

B. Monthly Average Attendance

Figure 2 illustrates the ongoing upward trend in attendance on a monthly basis, consistent with previous quarters. This visual depiction enhances comprehension of broader attendance trends and reinforces our dedication to sustaining engagement. It is worth mentioning that March presented challenges due to extreme temperatures, resulting in issues with the 4-H building and temporary closures. Although conducting activities at alternative locations offered some respite, it did not fully substitute the reliability of programming at the 4-H building.

Monthly Attendance and Max Attendance

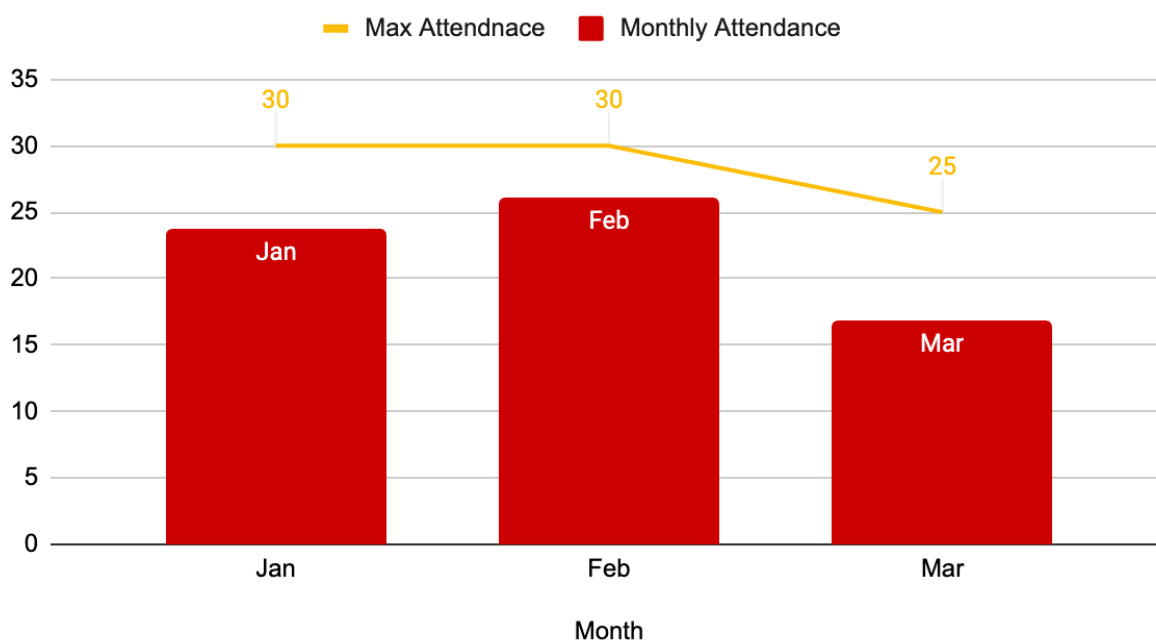


Fig 2.

IV. Conclusion

In conclusion, the Bethel 4-H program remains steadfast in its commitment to providing year-round after-school opportunities for the children of our community. Unlike traditional daycare services, our program emphasizes the cultivation of valuable life skills and exposure to diverse topics, fostering an environment that nurtures the potential of every child.

Despite challenges such as temporary closures due to extreme weather conditions, we have seen consistent participation and an increase in both attendance and total enrollments. This growth underscores the community's interest in our afterschool and summer programs and validates our efforts to provide enriching experiences for youth.

Looking ahead, we remain committed to delivering high-quality programming that meets the needs and interests of our participants. By continuing to evaluate and refine our activities, we will strive to ensure that the Bethel 4-H program remains a valuable resource for youth development in our community.

In closing, we extend our sincerest gratitude to all who have contributed to the success of the Bethel 4-H program, from our dedicated staff and volunteers to our valued participants and their families. Together, we are creating a brighter, more inclusive future for the youth of Bethel and beyond.

We thank you for your contribution to the success of the youth of Bethel and the mission of 4-H. We'd also like to invite you to contact us with any inquiries about the information contained herein. We are always happy to help clarify anything and will work diligently to make any adjustments deemed necessary by the Bethel City Council.

Very Respectfully

Jared Vaughn
4 - H Program Coordinator
UAF Cooperative Extension Services
jvaughn2@alaska.edu
(907) 543 - 2088





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: June 3, 2024

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

HR Compliance

- No updates this period.

Benefits

Open enrollment runs from June 1 through June 30th. Elected changes are effective July 1, 2024 for the entire fiscal year. HR will be onsite the second week in June and has offered office hours to employees who may not understand their benefits.

Recruiting

Current vacancies at the Management Team level include City Manager, Finance Director and IT Director. HR will be re-posting the Finance Director and IT Director positions as Administration seeks the best fit for the community. Finance Director is being advertised as a remote opportunity, with some on-site work. The IT Director (or Technician) position requires an employee to work solely in Bethel, as the City already has remote support to its IT operations.

HR is tracking position vacancies based on the approved number of permanent FTE's (Full Time Equivalent) in the current budget. The below charts reflect the number of FY24 budgeted positions and vacancies for each department. Four new employees were hired during the month of May – only one for a permanent position (reflected in Finance). The below chart does not include and temporary hires.

Department	Number of Budgeted Positions	Vacancies	Change Since Last Report	
			Hired	Separated
Administration	3	1		
City Clerk	2	0		
Finance	9	5	+1	-1

Planning	2	0		
IT	2	2		-1
Attorney	1	0		
Fire	12	4		-1
Police	33	9		
Public Works	54	21		
Port and Harbor	3	0		
Total	121	41		-1

A total of 31 new applications were received by HR during May for advertised positions. The posting of the City's seasonal (summer) positions was largely responsible for that increase, with 15 of those applications specifically for seasonal hire.

Dept/Position	Number of Budgeted Positions	Number of Vacancies	New Applications Received in May	Qualified Applications Under Review	Number Hired During May
Finance Director	1	1		3	
Accounting Spec I/Clerk	5	4	1	3	1
IT Director	1	1	1	2	
IT Technician	1	1			
Fire Chief	1	1		N/A	PS Director
Fire Captain	1	1			
Firefighter/EMT	6	1	3	2	
Chief of Police	1	1	8	N/A	Offered
Police Sergeant	3	3			
Community Service Patrol	3	1		1	
Evidence Custodian	1	1	1	1	
Dispatcher	5	3	1	1	Offered
Landfill Manager	1	1	1	1	1
Utility Maintenance Foreman	1	1	1	1	Offered
Util. Maint. Worker	4	2		2	
Hauled Utility Driver	17	13	2	5	Offers pending background
Water Treatment Operator	3	1	4	5	
Mechanic	5	3			

NeoGOV Transition

HR has signed off on the onboarding portion in NeoGov and is awaiting import of positions and employees into the system. While onsite in June, HR can provide a demo to any interested individuals. All employees have email accounts and will be introduced to the system by department as new hires

come on board. The project was completed on time and all new hires processed in FY25, will be managed through the online portal.

Beginning in June, the E-forms portion will begin. This will consolidate ALL City internal forms into a web-based format. Each employee will be able to complete and submit leave requests, Personnel Action Forms, Evaluations, and all other forms through the portal. All approvals will be online through a pre-built routing process and electronic signature. The forms will then be retained in each employee's digital personnel folder. This will drastically reduce paper use, increase efficiencies, and ensure an individual's personnel folder is accessible to both the employee and HR.

Online Timekeeping

HR is continuing to work with Caselle to activate the online timekeeping. Work is focusing on transitioning pay codes from payroll into hourly categories for the employee side. Once complete, employees will log in and enter their daily hours – digitally vs. the paper form. Finance will then be able to import the digital file and process payroll without having to manually enter employee hours. The caveat is that Department Heads must pay particular attention to the timesheets as they are approved, as this system does not provide for HR or payroll oversight or corrections. Corrections and/or changes should not happen after Dept Head approval, so this functionality brings the City into better compliance with solid payroll practices.

Work Injuries and OSHA Notifications

There were no workplace injuries or accidents during the period.

Ongoing and Future Projects

- Benefits Open Enrollment in June
- 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.

MEMORANDUM

Date: June 3, 2024

To: Bill Arnold, Acting City Manager

From: Lee Foley, Planning Director

Subject: Planning Director's Report

May 2024 Events

- **Property Issues:** The Planning Department noted property issues/public nuisance concerns at the following locations and sent certified letters to the owners where known:
 1. IPHC Alaska Subdivision, Lots 1 & 2 (Firm offer to purchase submitted by BCS)
 2. 1119 Uivik, Plat 83-40, Block 2, Lot 12 (Owner lives in Nevada – texting)
 3. 211 3rd Avenue, Watson's Corner (Spoke with owner on phone, corrective action ongoing)
 4. 229 Akiak
 5. 236 Akiak (Owner lives in Toksook Bay)
 6. 244 Akiak
 7. 121 State, Chief Eddie Hoffman Highway (Clean up underway)
 8. 17 Kwethluck (Being addressed by DA's office)
 9. 202 State, Chief Eddie Hoffman Highway
 10. 330 Schwalde Street (Seeking Ownership Info from DENR)
 11. 325 Mission Lake Road
 12. 110 Schwalde Street (Seeking Ownership Info from DENR)
- **Site Plan Permits:** Planning received and processed seven (7) Residential, four (4) Commercial, and two (2) in conjunction with USACE, Site Plan Permits.
- **Work Session:** Completed Land & Climate Work Session held at the UAF Campus. This was a pilot session, so the curriculum was not hard and fast. However, topics included Site Assessment of Viable Land in the Context of Climate Change, Traditional Knowledge and Land Planning Basics, How Western Frameworks Impact Traditional Land Use Decisions, Land Planning at the Local Level, and Building an Action Plan. The Work Session used actual case studies of YK Delta villages, was very informative, and well worth attending. I was the only non-Native in attendance, so I heard issues from a native perspective. This was helpful given the demographics of Bethel. Facilitators suggested I attend an ANCSA seminar to expand my knowledge.

- **Planning Commission:** I did not attend the monthly Planning Commission meeting due to illness. However, the Bethel Fee Schedule with the Planning Department's proposed changes was on the agenda and reviewed without official comment.
- **KYUK Tall Tower project** – Participated in virtual meetings with KYUK's Kristin Hall, and DOWL's LaQuita Chmielowski, in developing steps to move the process forward. It is anticipated by all that the project package will be complete and on the Planning Commission's agenda for July 2024. Discussed Lot Line Adjustment and Survey requirements in person with Dean Swope.
- **Training:** Planning Assistant Pauline Boratko participated in a virtual seminar on Forms Management Training.
- **Encroachments:** Encroachment issues that impact DOT's plans for rehabilitation of Ptarmigan Road were addressed via several virtual Teams Meetings.
- **Port Storage Agreement:** A storage agreement between UIC Construction, Inc, and the Port of Bethel in 2023 was modified by the Planning Department to add a termination date of December 31, 2024.
- **Grants:** Provided Grant Manager John Sargent with Natural Disaster funding opportunities as received from the Alaska Hazard Mitigation Grant Program Manager.

CITY OF BETHEL POLICE DEPARTMENT



May 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	0	1
Public Safety Dispatcher (one E911 funded)	5	3	2
Public Safety Dispatch Supervisor	1	1	0
Peace Officers (one grant funded/reimbursed SRO)	20	18	2

Operations:

Operations Tempo				
	May 2024	April 2024	May 2023	2024 Total
Calls Total	1254*	1209	1156	6342
Reports Total	139	119	84	523
Intoxicated Pedestrian Calls	179	154	143	740
Driving Under Influence Calls	14	15	16	62
Domestic Violence Reports	29	27	14	176
Disturbance Calls	111	107	87	407
Subject Removal Calls	59	89	89	353
Animal Calls	43	46	53	175
Animal Bite Reports	2	1	0	5
Sexual Assault Reports	9	5	12	38
Death Investigation Reports	5	1	2	10

PERSONAL:

Administrative Assistant resigned and we are currently accepting applications.

We continue to recruit officers, dispatchers, CSP, and evidence tech. We currently only have one applicant for dispatcher.

TRAINING:

Under sponsorship from RVCRI, Lt. Wigner attended the Professionalizing Law Enforcement – Community Engagement Training Conference in Atlanta.

All officers passed their semi-annual firearms qualifications.

Other:

(*) calls for service security checks removed from this number. Officers conducted 599 security checks.

Officers participated in the High Visibility Enforcement Click-it or Ticket-it campaign sponsored by the Alaska Department of Highway Safety. Under the campaign the State of Alaska paid Bethel Officers 30 hours of overtime to perform traffic enforcement actions. Officers conducted 76 traffic stops and 146 contacts. During this time officers made 1 DUI arrest and issued 48 citations for seat belt violations, 7 for child restraint violations, 1 suspended driver's license, 15 uninsured motorist violations, 5 for speeding violations and 21 for other violations. 29 warnings were issued.

DOJ is planning to come to Bethel in October to put on a Mental Wellness class for police officers.

Bethel Police Department is going to host a Crafts with a Cop community function on July 8th at the community center. We are partnering with the library to host this event.

We have paired with Nextdoor to offer an alert system that citizens of Bethel can sign up for at no cost to the City of Bethel or its residents. The system will allow us to not only send out alerts citywide, but we can also target specific areas.

We had 2379 calls that came into dispatch to include 911, non-emergency and admin calls. Compared to 2240 last month.

Had a meeting with Suicide Prevention Coordinator for Alaska and they have offered to help support Bethel Police Department in suicide prevention programs and awareness.

Bethel Police Department is looking at a way to interact more with the youth of the community. To do this we are looking at having officer trading cards for the youths to collect. If the youth collect all cards, they will receive a gift and be entered into a raffle for a free bicycle. The youths can obtain the cards by speaking with officers shown on the card.

Bethel Police Department | P.O. Box 809 | 157 Salmonberry Rd. | Bethel, Alaska 99559
Telephone 907-543-3781 | Fax 907-543-5086 | www.cityofbethel.org

PORT OF BETHEL

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



To: Bill Arnold, Acting City Manager
From: Edward Flores, Port Director
Subject: May 2024 Managers Report

- **Small Boat Harbor**

The Small Boat Harbor is in full operation. As of the last week of May, we got the floats in the harbor and stood up with the help of the streets and roads crew. We are currently selling float spaces and will be selling off the float spaces that have gone unclaimed starting this first week of June. For May we have sold the following:

- 46 - Ramp Permits
- 16 - General Permits
- 33 - Float Spaces

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

The City Dock and Beach 1 are just about in full swing, with the exception of a couple of vessels still on land; all the boats and barges are now in the water. Our first two barges came in the last half of May. As well as the fuel barges. The Petro Port is in full operation as well. To date, we have had

- 706,869 gallons of petroleum products loaded/unloaded from Bethel.
- 5,357,116 pounds of freight for Bethel.
- 5,568,786 pounds of freight for the regional villages.

- **Port Office**

There are no issues to report for the Port Office. We have handed out roughly five boxes of alpar clean-up bags. Building maintenance has reduced us to one boiler for the summertime, mainly for the hot water.

- **Admin**

Our monthly storage was prepared and will leave the Port office this first week of June. The Port Commission did not have a quorum this last month. Our next meeting will be at City Hall on June 20, 2024, at 7 p.m.

- **Seawall**

The Port personnel have resumed daily checks along the seawall we have walked the moorable seawall and laid out where the companies will moor this summer. We will be looking at painting the bits along the seawall yellow for visibility this month.

- **Misc.**

We are maintaining the cleanliness around the waterfront as much as we can safely. We have filled four out of five harbor attendant positions, and will have the last one filled here shortly. They will be selling harbor use permits all summer.

Schedule, Events, and Programs

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

We continue working on boosting staff for all operations positions, particularly Lifeguards and attended 2 career fairs during April. One at YKHC and the other a virtual fair help by LKSD.

We did not have anyone register for our April swim instructor training and only 2 registrants for our April LG class. We are offering another Lifeguard training course at the end of May. We are also actively hiring for our summer Healthy Activities Club staff.



Now Hiring Lifeguards
Full and Part Time Positions Available
Free Training & Certification Course:
May 31-June 2
Fri - Sun 11am-8pm
Registration Closes May 26th.
Advance registration required.
Online Training must be completed by May 30th.
For details visit www.ykfitness.org
To register (907) 543-0390

On May 3rd we are partnering with the Kid's Don't Float program and the US Coast Guard to provide water and boating safety activities for Bethel students.



YK Fitness Center
NOW HIRING
Full Time, Part Time, Seasonal
Operations Staff
Aquatic Manager
Lifeguards: Full Time
Facility Attendant
Youth Programs Staff
Healthy Activities Club Leaders
Spring Break and Summer
Program Staff
Group Fitness Instructors
Swimming Instructors
Instructional Class Leaders
Apply online
ykfitness.org/employment



Y K F C
JOIN OUR HEALTHY ACTIVITIES CLUB TEAM
Qualifications:
Creative
Love working with kids
Motivated
Positions available:
Program Coordinator
Program Leaders
Application Deadline May 17th
Summer Staff Training Begins May 28th
Apply online! ykfitness.org/employment



VOLUNTEERS NEEDED!
WATER AND BOATING SAFETY DAY FOR BETHEL SCHOOLS
TO VOLUNTEER SIGN UP HERE, OR JUST TALK TO US ON FRIDAY!
FRIDAY, MAY 3RD
9:15AM-11AM
10:15AM-12PM
11:15AM-1PM
1:15PM-3:30PM
CONTACT: YKFC@CITYOFBETHEL.NET OR 907-543-0390

Ongoing

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



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 907-543-0390



WEDNESDAYS TEENS SWIM FREE!
AGES 13-17 2PM-8PM
YKFITNESS.ORG 907-543-0390
UPDATED 5/23/23



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 OR 543-0390

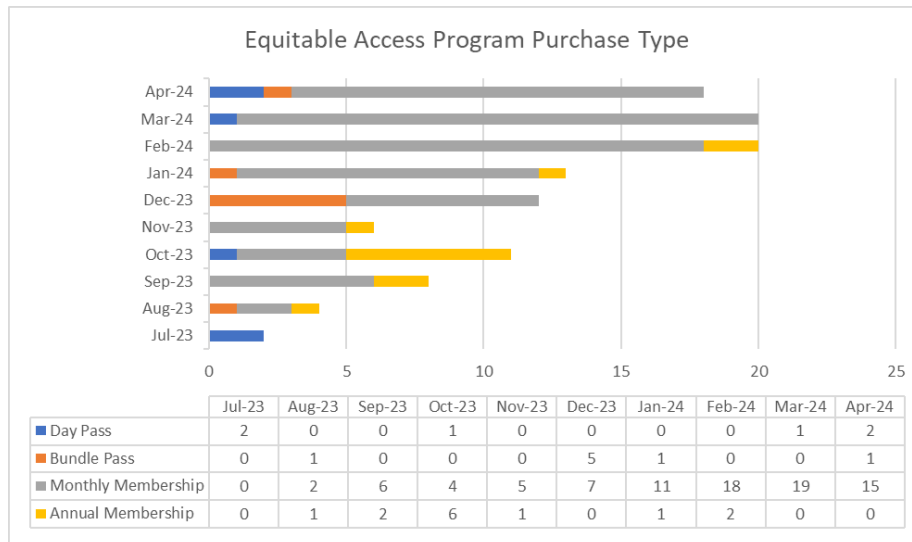
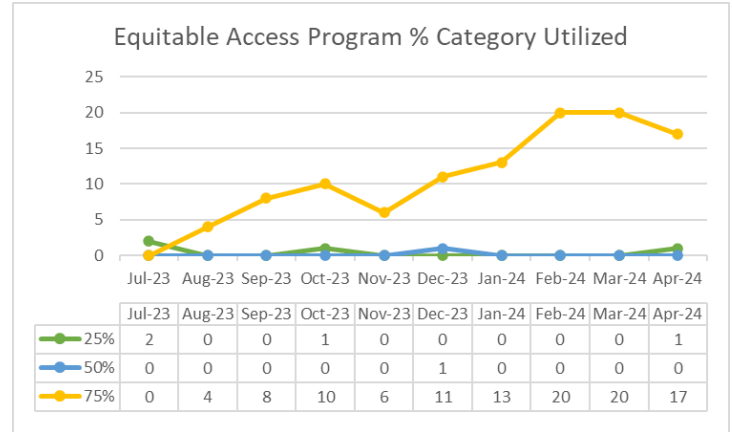
Equitable Access Program

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, but plateaued in March and dipped slightly in April.

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.

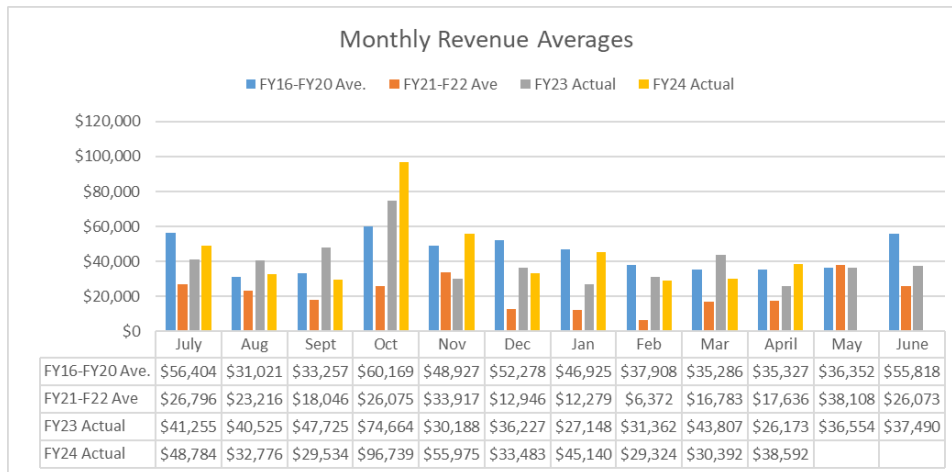
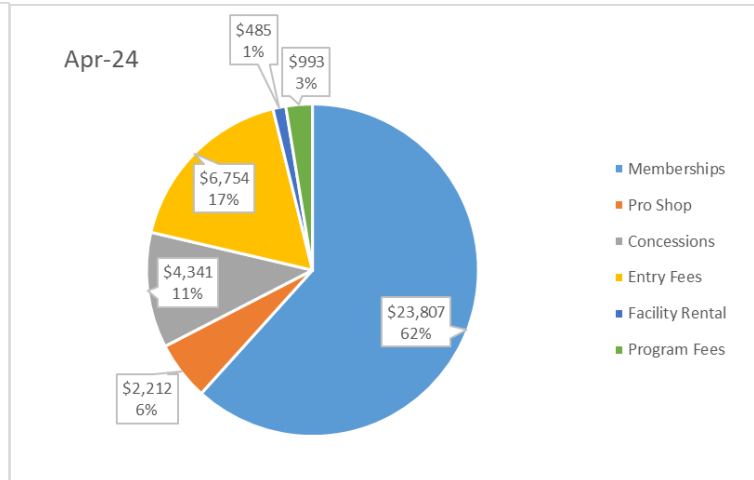
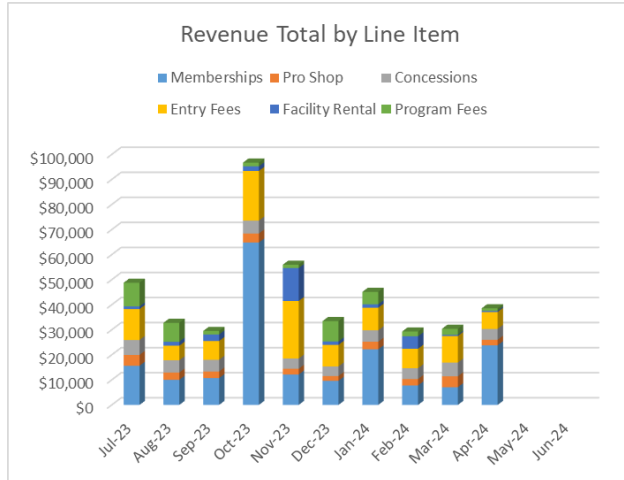
Purchasing has slowly increased from December 2023 – February 2024 in part due to increased marketing of the program. The most common purchases are monthly memberships. Membership purchasing traditionally slows during the spring and summer months, and we see a plateaued in March and slight dip in April. We anticipate that this trend will continue over the summer especially as we continue to struggle to provide recreational swimming for youth due to the ongoing lifeguard shortage.



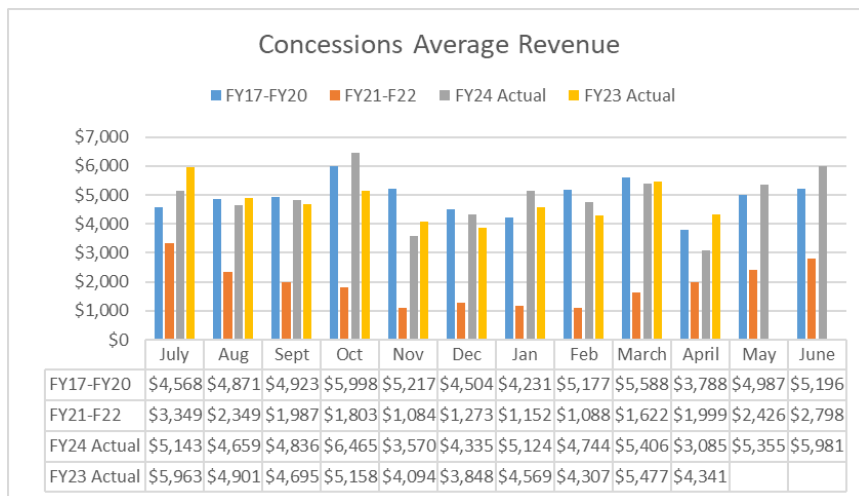
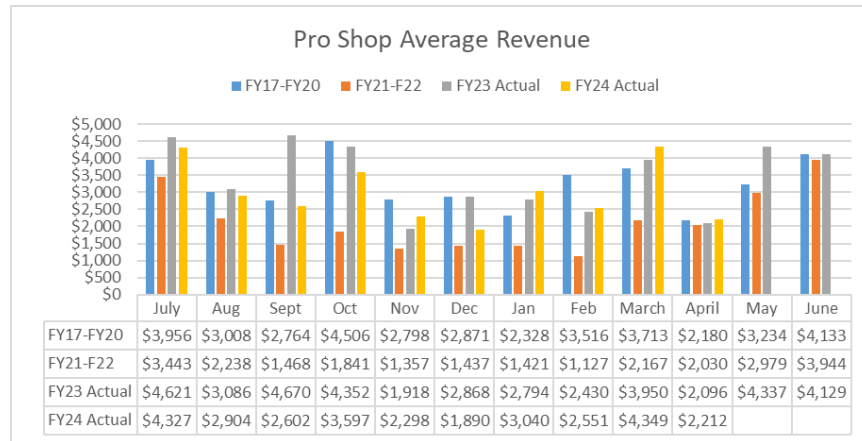
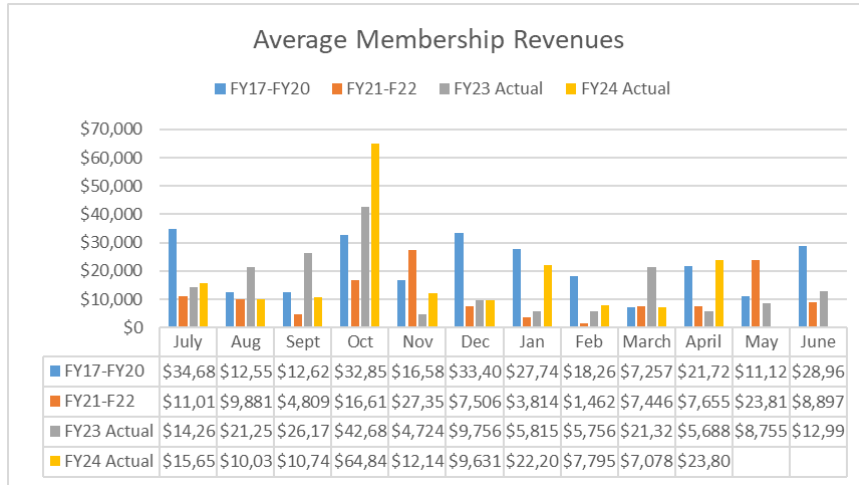
YKFC Report, FY24, 2024 April

Revenue

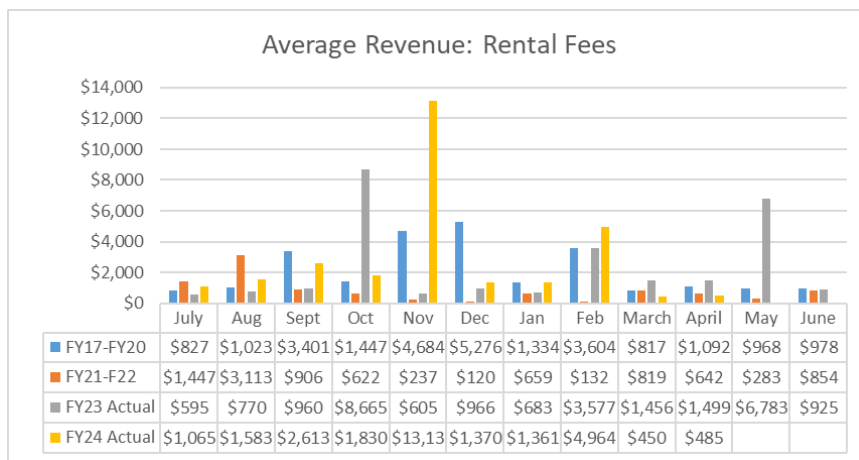
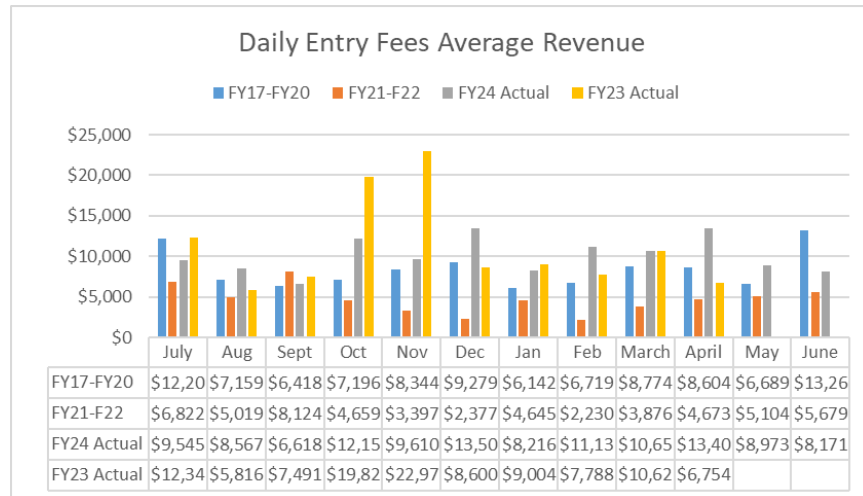
Code	Facility Revenue	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total	FY24 Budgeted	%attained
43-9420	Memberships	\$15,651	\$10,036	\$10,742	\$64,844	\$12,142	\$9,631	\$22,204	\$7,795	\$7,078	\$23,807			\$183,929	\$250,000	74%
43-4360	Pro Shop	\$4,327	\$2,904	\$2,602	\$3,597	\$2,298	\$1,890	\$3,040	\$2,551	\$4,349	\$2,212			\$29,771	\$42,000	71%
43-4361	Concessions	\$5,963	\$4,901	\$4,695	\$5,158	\$4,094	\$3,848	\$4,569	\$4,307	\$5,477	\$4,341			\$47,353	\$60,000	79%
43-4362	Entry Fees	\$12,345	\$5,816	\$7,491	\$19,828	\$22,976	\$8,600	\$9,004	\$7,788	\$10,627	\$6,754			\$111,229	\$115,000	97%
43-4440	Facility Rental	\$1,065	\$1,583	\$2,613	\$1,830	\$13,135	\$1,370	\$1,361	\$4,964	\$450	\$485			\$28,855	\$26,000	111%
43-4369	Program Fees	\$9,434	\$7,538	\$1,391	\$1,482	\$1,329	\$8,145	\$4,962	\$1,919	\$2,410	\$993			\$39,603	\$50,000	79%
Misc (Grants, Donations, Etc.)														\$0	\$0	
Facility Revenue Total		\$48,784	\$32,776	\$29,534	\$96,739	\$55,975	\$33,483	\$45,140	\$29,324	\$30,392	\$38,592	\$0	\$0	\$440,739	\$543,000	81%



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



YKFC Report, FY24, 2024 April

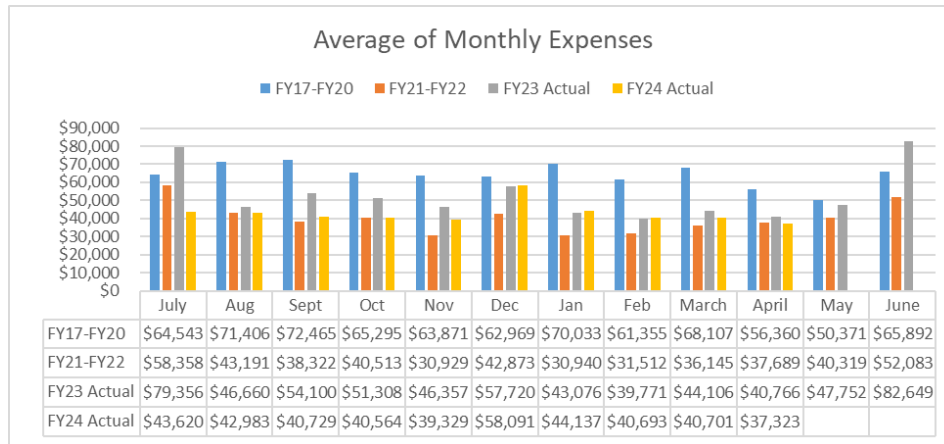


Expenses

	Expenses	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	Total	Budgeted	% used
	Wages & Benefits	\$37,934	\$37,727	\$35,473	\$33,975	\$33,989	\$53,210	\$37,966	\$35,853	\$36,585	\$32,187	\$374,899	\$609,921	61.47%
6060	Travel/Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000	0.00%
6100	Supplies	\$2,408	\$2,695	\$3,804	\$2,675	\$2,178	\$1,729	\$3,348	\$3,312	\$2,362	\$3,624	\$28,135	\$74,000	38.02%
6110	Building Maintenance	\$565	\$705	\$220	\$356	\$1,313	\$1,901	\$473	\$380	\$467	\$352	\$6,733	\$16,100	41.82%
6331	Software Licenses	\$511	\$345	\$312	\$1,201	\$833	\$347	\$551	\$330	\$318	\$453	\$5,202	\$500	1040.33%
6200	General Expenses	\$1,559	\$933	\$839	\$2,356	\$1,016	\$904	\$1,577	\$818	\$969	\$708	\$11,680	\$10,300	113.39%
6430	Allowance for Special Events	\$0	\$186	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$186	\$1,000	18.65%
6539	Unforeseen	\$0	\$0	\$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	\$0	\$0	\$1,335		
	TOTAL	\$43,620	\$42,983	\$40,729	\$40,564	\$39,329	\$58,091	\$44,137	\$40,693	\$40,701	\$37,323	\$428,169	\$715,821	59.82%

* 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.



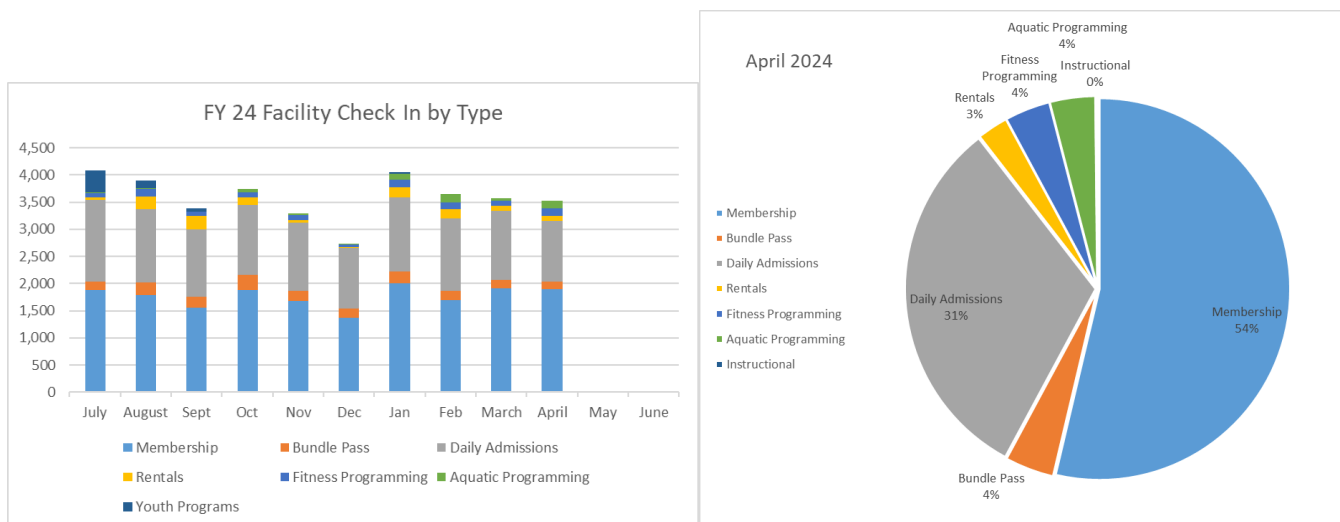
Facility Utilization

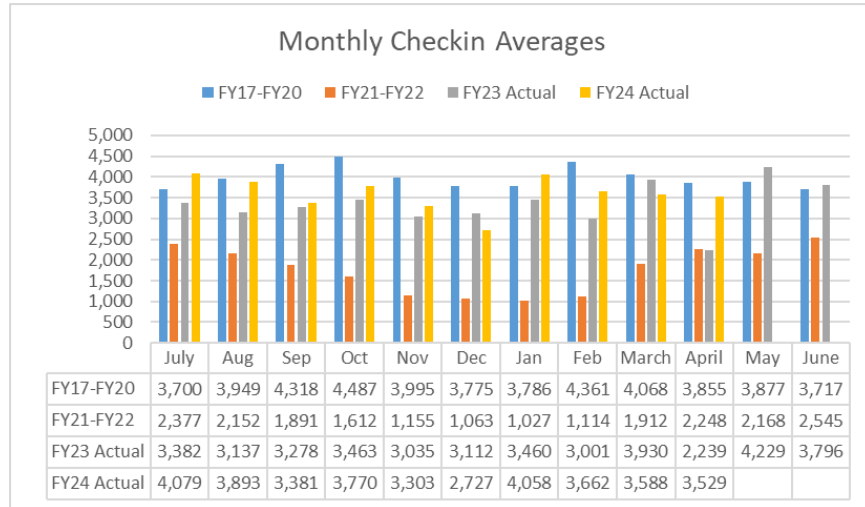
The Below Facility utilization numbers represent the total number of patrons who visited the facility over the course of the month based on the number of check -ins by members and bundle pass holders, the number of daily passes sold, and the number of participants who checked in for programs, activities,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

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

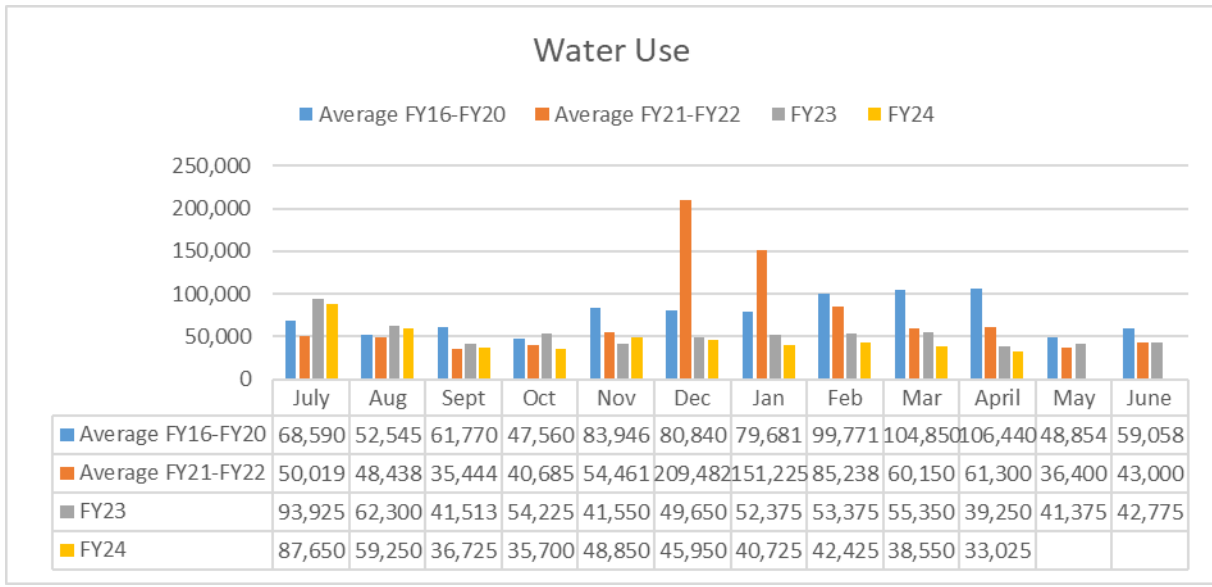
Facility Check-In FY24	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
Membership	1,880	1,794	1,560	1874	1682	1368	2003	1700	1,908	1,895			17,664
Bundle Pass	151	220	195	289	180	166	224	160	152	147			1,884
Daily Admissions	1,515	1,354	1,237	1284	1263	1118	1366	1346	1,287	1,116			12,886
Rentals	49	232	248	144	44	14	179	170	80	93			1,253
Fitness Programming	69	143	92	86	88	58	136	126	95	136			1,029
Aquatic Programming	15	18	0	69	36	3	112	150	53	136			592
Instructional	0	0	0	24	10	0	6	10	13	6			69
Youth Programs	400	132	49	0	0	0	32			0			613
Monthly Totals	4,079	3,893	3,381	3,770	3,303	2,727	4,058	3,662	3,588	3,529	0	0	35,990

Facility utilization for April was close to utilization for March and exceeded far utilization compared to April 2023 when we had a facility maintenance shutdown.





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.

MEMORANDUM

DATE: June 3, 2024
TO: William Arnold, Acting City Manager
FROM: John Sargent, Grant Manager



SUBJECT: Grant Manager's Report for May 11, 2024 Bethel City Council Meeting

Coronavirus Capital Projects Fund (CCP)

I prepared a checklist of all the documents the City must acquire, prepare, and submit to the grantor prior to receiving the grant agreement. Thirteen documents have been submitted. I will complete the last two in my domain and DOWL, LLC is working on their last item: Environmental Review. Once the grant agreement is signed, the City may begin incurring expenditures against this grant.

Electrician RFP

I am almost done revising the Request for Proposals for the City to go out to bid to hire an electrician firm for five years. VanGo Enterprises has served as the City's electrician firm for the last five years.

Grant Award

The City of Bethel received notice that it was awarded a \$5.2 million Directed Spending grant from Senator Murkowski's office to pay for removal of derelict vessels in Steamboat Slough. The grant will likely be administered by the EPA at the federal level or the Alaska Department of Environmental Conservation. The City has not received a grant agreement yet.

Grant Applications in Preparation

Energy Efficiency and Conservation Block Grant Program

The City of Bethel has a chance to secure \$75,220 in formula grant funding from Energy Efficiency Conservation Block Grant Program. City Administration is planning to purchase a solar power project for use at the YK Fitness Center.

Grant Applications Submitted

APEI Safety Grant

I prepared and submitted the FY 2024 APEI Safety Grant. The City requested \$5,000 in safety grant funds to help cover the cost of the purchase of body armor for Firefighter/EMTs who may be called to respond to an active shooter situation. The City hopes to purchase 8 armor plated vests, 4 ballistic helmets, and one protective hood. The National Fire Protection Association recommends that firefighters don body armor before responding to active shooter events.

Community Service Patrol Grant

The City is waiting for confirmation of approval of its FY 2025 Community Service Patrol grant.

Cybersecurity Grant

In June 2024, the City should find out whether its \$75,000 cybersecurity grant is approved.

Current Grants

#	Grant	Amount	Expiration
1	Coronavirus Capital Projects Fund	\$9,000,000	12/31/2026
	The City has three documents to submit to the grantor to receive a grant agreement. One of the documents is the Environmental Review and Environmental Assessment being prepared by DOWL, LLC.		
2	CSP - DHSS FY 2024	\$323,081	6/30/2024
	Police Department will be responsible for overseeing the hiring of three CSPs to help people who are unable to care for themselves. Most people picked up are taken to the Sobering Center, funded by the same grantor as the city's CSP grant.		
3	22SHSP-GY22 - Police Radios	39,000	9/30/2024
	Police Department ordered 9 portable radios. The City is completing the Final Report.		
4	23SHSP-GY23 – Virtual Simulator & Fencing	\$268,000	9/30/2025
	Request for Proposals being prepared to hire a company to purchase and install fencing on the perimeter of the new Streets and Roads Shop property. The security fence will help protect the City's heavy equipment stored therein.		
5	COPS Hiring Program - School Resource Officer (SRO)	125,000	6/30/2023
	The City received a one-year extension on the grant. The Finance Manager submitted a report to claim the entire \$125,000 in grant funds. The City must request LKSD to pay for SRO salary not covered by grant.		
6	Yukon-Kuskokwim Health Corporation Diabetes Prevention & Control Program	\$4,738	None
	To do: Complete Final Report and close grant.		
7	Coronavirus Local Fiscal Recovery Fund (ARPA)	\$3,361,604	12/31/2024

	The City spent \$2,001,041 thus far and has \$1,360,563 to spend, some of which is obligated or soon to be obligated in construction contracts. The City is using ARPA funds to pay for its new chemical storage facility and to make Q2 lift station upgrades.		
8	Designated Legislative Grant YK Fitness Center Gym/Track Design	\$500,000	6/30/2026
	The City plans to spend this money first as it designs the new multipurpose community center. Engineer firm, DOWL, LLC, is working on the preliminary design.		
9	Designated Legislative Grant Public Safety Communication Tower	\$500,000	6/30/2028
	DOWL designed the tower foundation and prepared bid documents. The City went out to bid and received a viable bid.		
10	Justice Assistance Grant (JAG)	\$14,108	9/30/2023
	The Police Department purchased a drug dog and sent an officer to training with the dog. All grant funds have been spent. Grant reports are being completed.		
11	Healthy & Equitable Funding	\$242,057	TBD
	The City is in possession of playground equipment that will be installed in summer 2024. The City was able to order three pieces of exercise equipment for the fitness center as part of this grant.		
12	VSW Capital Improvement Project Grant	\$13,860,000	TBD
	DOWL completed the design needed in the Bethel Heights Water Treatment Plant to accommodate the planned piped water system infrastructure, including being able to provide piped water to the new school.		
13	State Revolving Fund Loan – Drinking Water	\$86,893	6/29/2027
	All invoices have been uploaded. The City should be receiving this money and returning \$11,893 to close out the loan.		
14	State Revolving Fund Loan – Clean Water	\$86,893	6/29/2027
	All invoices have been uploaded. The City should be receiving this money and returning \$11,893 to close out the loan.		

City of Bethel, Alaska

City Clerk's Office

Council Meetings

June 11, 2024 Regular City Council Meeting

June 25, 2024 Regular City Council Meeting

City Clerk's Office

- Met again with CIVIC Optimize contractor again to go over steps with the forms and workflow management. CIVIC Optimize is a software that will allow City Forms to be filled online and routed automatically to the correct departments. This automated workflow will eliminate the need for departments to email forms to one another to be processed.
- Finalizing website design choices and preparing for the website transition. The launch date of the new website is scheduled for June 13th.
- The City Clerk attended the 2024 International Institute of Municipal Clerks Annual Conference in Calgary, Canada for part of this report cycle.
- Trained the Public Safety and Transportation Commission Ex-Officio Staff on how to use the Agenda and Packet management software and zoom meetings.
- Deputy Clerk Morgan will be attending a week long Professional Development Training in Tacoma Washington. These classes are aimed at the Clerk Profession and are used to qualify for a Clerk Certification.

Task	Period Total	Year to Date Total
Passport Appointments	6	41
Burial Permits/Reservations	1	20
Notary Services	2	15
Meeting Minutes Drafted	1	13
Resolutions Drafted	-	6
Ordinances Drafted	-	2
AM/IM Drafted	1	3

Committee/Commission Vacancies

Regular

Alternate

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