



**CITY OF BETHEL
PORT COMMISSION**

MONDAY, JULY 15, 2024, 7:00 PM

LOCATION: 300 CHIEF EDDIE HOFFMAN HIGHWAY, BETHEL, ALASKA

Join Zoom Meeting:

<https://us06web.zoom.us/j/9509539812?pwd=b1JvRytsZmhja25uODV4WW5KL2R6Zz09>

Meeting ID: 851 1379 4718

Passcode: 239023

Phone Toll Free: 888 475 4499

833 548 0276

833 548 0282

877 853 5257

MEMBERS

Alan Murphy, **Chair**

Stacey Reardon

Michael Meeks

Rich Pope, **Vice-Chair**

Rose Henderson, **Council Rep.**

STAFF

Port Director: Ed Flores, Ex Officio Member

Recorder:

Email: port@cityofbethel.net

Phone: 907-543-2310

Website: www.cityofbethel.org

I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

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

IV. APPROVAL OF AGENDA

V. APPROVAL OF MEETING MINUTES

- A. Approval of meeting minutes from 6/17/2024 AND 6/24/2024

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

- A. Ordinance #24-xx Move meeting dates

VIII. EX OFFICIO REPORT

- A. Department Reports

IX. MEMBER COMMENTS

X. ADJOURNMENT

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

Ex-Officio Staff

City of Bethel Port Commission Meeting Minutes

June 17, 2024

Regular Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

THE MEETING WAS CALLED TO ORDER AT 7:15 P.M.

II. ROLL CALL

COMMISSIONERS PRESENT:	
Comm. Pope	Comm. Reardon
Comm. Meeks	
Comm. Henderson	
COMMISSIONERS ABSENT:	
Comm. Murphy	
ALSO IN ATTENDANCE WERE THE FOLLOWING:	
Edward Flores	
Sharmin Shompa	

III. SPECIAL ORDER OF BUSINESS

Swearing in of Comm. Sosa

IV. PEOPLE TO BE HEARD

V. APPROVAL OF AGENDA

MOVED:	Comm. Meeks	Approval of 06.17.24 Agenda
SECONDED:	Comm. Henderson	
VOTE ON THE MAIN MOTION	Pass 5-0	

VI. APPROVAL OF MINUTES

MOVED:	Comm. Henderson	Approval of meeting minutes from: 03/18/2024
SECONDED:	Comm. Meeks	
VOTE ON MAIN MOTION	Pass 5-0	

VII. PORT DIRECTOR'S REPORT

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. COMMISSION REPRESENTATIVE'S COMMENTS

XI. ADJOURNMENT

MOVED:	Comm. Henderson	Motion to Adjourn
SECONDED:	Comm. Meeks	

City of Bethel Port Commission Meeting Minutes

June 17, 2024

Regular Meeting 7 p.m.

Bethel, Alaska

VOTE ON MAIN MOTION	Pass 5-0
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Respectfully Submitted:

Alan Murphy, Chairman

APPROVED THIS _____ day of _____ 2024

ATTEST: _____

City of Bethel

Port Commission Special Meeting Minutes

June 24, 2024

Special Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

THE MEETING WAS CALLED TO ORDER AT 7:02 P.M.

II. ROLL CALL

COMMISSIONERS PRESENT:

Comm. Murphy

Comm. Henderson

Comm. Pope

Comm. Sosa @ 1915 hrs.

Comm. Meeks

COMMISSIONERS ABSENT:

Comm. Reardon

ALSO IN ATTENDANCE WERE THE FOLLOWING:

Edward Flores

Sharmin Shompa

III. SPECIAL ORDER OF BUSINESS

IV. PEOPLE TO BE HEARD

V. APPROVAL OF AGENDA

MOVED:	Comm. Pope	Approval of 06.24.24 Port Commission Special Meeting Agenda
SECONDED:	Comm. Meeks	
VOTE ON THE MAIN MOTION	Pass 5-0	

VI. APPROVAL OF MINUTES

VII. PORT DIRECTOR'S REPORT

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

NEW BUSINESS		
MOVED:	Comm. Meeks	Approval to send Action Memo to City Council for the PND-KNIK Letter of Non-Objection
SECONDED:	Comm. Henderson	
VOTE ON THE MAIN MOTION	Pass 4-1	

X. COMMISSION REPRESENTATIVE'S COMMENTS

XI. ADJOURNMENT

MOVED:	Comm. Pope	Motion to Adjourn
SECONDED:	Comm. Meeks	

City of Bethel

Port Commission Special Meeting Minutes

June 24, 2024

Special Meeting 7 p.m.

Bethel, Alaska

VOTE ON MAIN MOTION	Pass 5-0

Respectfully Submitted:

Alan Murphy, Chairman

APPROVED THIS _____ day of _____ 2024

ATTEST: _____

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

Acting City Manager's Office

Council Meetings

July 23, 2024 Regular Meeting
August 13, 2024 Regular Meeting

City Manager's Office

- Met with the Facility Maintenance Foreman to go over current and future maintenance needs for the Pinky's Park Boardwalk. Within the last week, in advance of the Fourth of July Celebration, the team has priorities improving the boardwalk with safety in mind. They are aware of and will continue to address the areas that still need to be fixed. This has also been added to the July 8, Community Parks and Recreation Committee Agenda.

Committees and Commission

- Attended the Port Commission meeting on 6/24/2024 to learn more about the Knik letter of support for the seawall riprap extension toward the Knik Dock project location.
- Prepared the agendas for the Community Parks and Recreation Committee Agenda and the Public Works Committee Agenda.
- Met with Community Parks and Recreation Committee Chair to go over agenda items.
- Assigned Ex Officio responsibilities to Frank Bayer for attending the Community Parks and Recreation Committee.

Staff

- Assisted with the onboarding of three employees for public works.
- Worked with Police Department staff and Human resources to organize the pickup and welcome of Chief Harris. Cleaned the rental unit Chief will be staying in.
- Worked with the Human Resources Director on some end of year personnel related item.
- Began reviewing applications for the Finance vacancies, and the Admin Assistant vacancies.
- Interviewed two individuals for accounting specialist position with Finance.

Request for Proposals

- Affordable Housing Units: Executed a contract with Urban KNKT LLC for the construction of affordable housing units-AHFC Grant.
- Electrical Services: Closed the RFP for electrical services, requested the review board be established and recommend contracting based on review board scores. An AM for contract services is anticipated to be presented to the Council July 23.
- Professional Housing Units: Held a Pre Bid Conference. RFPs are due July 19. Drafted an Addendum 4 in response to questions from interested parties. Thanks to City Attorney for assisting with the drafting of Addendum 3.

Grants

Met with Alaska Housing Finance Corporation to discuss the payment processing for the AHFC Grants.

General

- Drafted a corrective action plan for the Water Treatment Plant after coordination with the operators.
- Participated in the Pinky’s Park clean-up Event.
- Sent out year to date actuals to each of the department heads to evaluate the end of year budget summary in anticipation of needing to do a end of year balance budget ordinance in August.
- Continue to work through website and form improvements on the new site.
- KYUK will be transferring the City’s radio equipment from the KYUK tower to a temporary tower while their new tower is constructed. The equipment housed is the radio equipment for our first responders. We are quickly coordinating with our contractors Pro Comm, to identify a solution to prevent interruption in our radio services and have asked ProComm to be present during that switch out to make sure we have experts on the ground in the case of failure.
- High five to the former Acting Public Works Director Jake Thompson and his team for their swift response to the AFFF incident at the Army National Guard. After meetings with DEC and DMVA, the City was able to return to normal operations on Friday 6/28/2024.
- The Finance team was able to jump over some hurdles with the timely completion of our water quality reports that are required to be distributed to residents on the 1st. Big thank you to the Port and the Fire Department for leaning in and providing staff support!
- After some staff shortages, it become aware there was still a lot of work to be done for the organizing of the Fourth of July Celebration. Thank you to the Planning Department and the Fire Department for leaning in and assisting with some of the last minute details.

Council Legislation Prepared/ Supported

- Ordinance 24-04 (a) Operating Budget Amendment for FY25
- Ordinance 24-05 (a) Capital Budget Amendment for FY25
- Provided amendment to Ordinance 24-06 Committee Membership Requirements-Initially drafted by the City Attorney.
- AM 24-18 Negotiate and Execute Contract for IT Services

The Acting City Clerk was out of the office so there were some carry over duties for the Acting City Manager:

Prepared agenda packet for July 9th meeting.

Reviewed and finalized the Kids Vote Ballot Programing.

Task	Period Total	Year to Date Total
Passport Appointments		36
Burial Permits/Reservations	1	21
Notary Services		15
Meeting Minutes Drafted	1	11
Resolutions Drafted		6
Ordinances Drafted	2	5
AM/IM Drafted	1	3

MEMORANDUM

Date: July 1, 2024

To: Lori Strickler, Acting City Manager

From: Lee Foley, Planning Director

Subject: Planning Director's Report

June 2024 Events

- **Property Issues/Public Nuisances:**

- 1. **New:**

- a. 325 Mission Lake Road – Ongoing effort to identify owner(s)
 - b. 621 Setter – Ongoing effort to identify owner(s)
 - c. 679 6th Street – Certified letter sent to owners
 - d. Long House Hotel – Anonymous phone call alleged illegal dumping of sewage. Met with General Manager Brandon West, inspected property, and determined there was no illegal evacuation going on

- 2. **Revisited**

- a. 211 3rd Avenue aka Watson's Corner – Corrective action ongoing in compliance with certified letter. Structure demolition and debris removal to be conducted by Dale Construction
 - b. IPHC-Alaska Subdivision – Certified Letter sent to head of United Pentecostal Holiness Church in Oklahoma City on June 30, 2024. Property still presents a biohazard due to human and animal feces on the ground
 - c. 1025A Ridgecrest Drive – Public Nuisance issues corrected
 - d. 17 Kwethluck – DA's office for action
 - e. 236 Akiak – Owner lives in Toksook Bay. Working with Planning telephonically. Given 2-week extension to correct issues due to residing remotely
 - f. 121 State Chief Eddie Hoffman Highway – Corrected
 - g. 110 & 330 Schwalde Street – Still trying to identify owners

- **Site Plan Permits:** Planning received and processed three (3) Residential Site Plan Permits

- **Planning Commission:** The monthly Planning Commission meeting was cancelled due to a lack of quorum.

- **Abandoned Vehicles:** Acting on a request from the Planning Department, Bethel PD had two (2) abandoned vehicles next to 380A 6th Street, and two (2) abandoned vehicles near the Small Boat Harbor, removed and disposed of in accordance with the provisions of Chapter 10.15 of the Bethel Municipal Code.

On Wednesday, June 26, 2024, Planning notified BPD of two (2) derelict and apparently abandoned vehicles at 380 1st Street and requested they be removed and disposed of in accordance with the applicable provisions of the BMC.

- **Vacancies:** There are no vacant positions in the Planning Department.
- **Large Projects:**
 1. **KYUK Tall Tower Project** – KYUK’s “Studio Tower” sustained damage due to icing and extreme winds. An inspection of the tower, foundation, and soil samples confirmed replacing the structure and foundation to improve structural integrity and stability was the most prudent course of action. The existing tower will be replaced with an updated self-support tower at the current site. DOWL took the lead for this project and worked in conjunction with KYUK and the Planning Department to determine what documentation was needed for a Special Use Permit to be approved. DOWL submitted a Completeness Review on September 19, 2023, that specified the requirements that KYUK had to fulfill to gain approval. It is anticipated that all of those requirements have been met, or will be met, by Monday, July 1, 2024. The current plan is to submit the entire package for inclusion on the Planning Commission’s agenda for the July 11 meeting for review and consideration.
 2. **Ptarmigan Street Encroachments** – Working with DOWL and DOT in an important infrastructure improvement project funded by federal dollars and the State of Alaska Department of Transportation and Public Facilities. Ptarmigan Street will be upgraded to improve user safety and address functional deficiencies within the roadway. Improvements to drainage, roadside hardware, pedestrian usage, lighting and signage are planned as our dust mitigation, utility relocations, and vegetation clearing and grubbing. Letters have been sent to ten (10) property owners who DOT has identified as presenting encroachment issues that could impede the project. To date, five (5) property owners have responded, all requesting clarification with respect to the DOT photos and maps that were enclosed with the certified letters. A tentative virtual meeting schedule with DOWL, DOT, and the City is planned for the week of July 8, 2024

CITY OF BETHEL POLICE DEPARTMENT



June 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	15	5

Operations:

Operations Tempo				
	June 2024	May 2024	May 2023	2024 Total
Calls Total	1176*	1254*	1143	7518
Reports Total	124	139	72	647
Intoxicated Pedestrian Calls	152	179	136	892
Driving Under Influence Calls	21	14	17	83
Domestic Violence Reports	19	29	12	195
Disturbance Calls	102	111	75	509
Subject Removal Calls	59	59	66	412
Animal Calls	46	43	31	221
Animal Bite Reports	3	2	0	8
Sexual Assault Reports	4	9	3	42
Death Investigation Reports	1	5	0	11

PERSONAL:

James Harris, the public safety director, has started.

We have hired Pamela Hare-Cleveland as a dispatcher, and she is currently in training.

Officer Bouma and Officer Ferguson have resigned.

Officer Watson and Officer Roberson has been promoted to Sergeants.

We continue to recruit officers, dispatchers, CSP, evidence tech, and admin assistant.

TRAINING:

Lt. Wigner attended and FBI-LEEDA training for Public Information Officer.

Other:

(*) calls for service security checks removed from this number. Officers conducted 606 security checks.

Officers conducted 18 traffic stops on ATV and issued 5 citations. 2 ATV's fled from the officer, and officer did not pursue.

Will be participating in a High Visibility Traffic Enforcement campaign for the month of July. This campaign is being sponsored by the Alaska Department of Highway Safety.

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 had 2308 calls that came into dispatch to include 911, non-emergency and admin calls. Compared to 2379 last month.



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: July 1, 2024

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

Benefits

Open enrollment closed on June 30th. Few employees changed their voluntary elections, twelve (12) employees dropped spousal coverage due to ineligibility, and two (2) employees declined continued coverage. Of the two that declined, one has coverage elsewhere and the other determined that family coverage was too expensive.

Compensation and Classification

The City has submitted a draft Letter of Agreement (LOA) to the union to standardize pay increases upon promotion to a flat percentage. Current language results in employees potentially making as little as 20 cents more an hour, depending upon the interpretation of their Department Head. The LOA, if accepted, will ensure that employees taking on more responsibility are able to enjoy equitable pay increases.

Recruitment and Hiring

Current vacancies at the Management Team level include City Manager and Finance Director. HR is focusing on staff-level vacancies in the Finance Department while the City has the support of Carmen Jackson fulfilling some of the upper-level administrative responsibilities. In lieu of an IT Director, the City is hoping to expand its remote support contract with Alaska Communications to include monthly on-site visits. The combination of responsive remote support with scheduled hands-on support will allow the City to maintain day-to-day operations, plan and implement IT infrastructure improvements, and have on source for the City to rely upon for IT expertise.

Nine new employees were hired during the month of June – five for permanent positions, two seasonals and two temporary drivers. Two offers were made for future permanent hire, both to start work in July in the Public Works Department. Those are still reflected as vacancies in the charts (Landfill Technician and Utility Maintenance Foreman).

Department	Number of Budgeted Positions	Vacancies	Change Since Last Report	
			Hired	Separated
Administration	3	1		
City Clerk	2	0		
Finance	9	4	+1	
Planning	2	0		
IT	2	2		
Attorney	1	0		
Fire	12	3	+1	
Police	33	8		
Public Works	54	21		
Port and Harbor	3	0		
Total	121	39		

A total of 17 new applications were received by HR during June for advertised positions. Three (3) were specific to seasonal employment and one was for a temporary driver position.

Dept/Position	Number of FY25 Budgeted Positions	Number of Vacancies	New Applications Received in June	Qualified Applications Under Review	Number Hired During June
Finance Director	1	1			
Accounting Spec I/Clerk	5	3	3	2	1
IT Director	1	1			
IT Technician	1	1	1	1	
Fire Chief	1	1			1
Fire Captain	1	1			
Firefighter/EMT	6	1	2	2	1
Chief of Police	1	0		N/A	1
Sworn Police Officers	19	2	2		
Community Service Patrol	3	1	1	2	
Evidence Custodian	1	1	1	1	
Dispatcher	5	3	1	1	1
Landfill Technician	1	1		1	Offered
Utility Maintenance Foreman	1	1		1	Offered
Util. Maint. Worker	4	2	1	3	
Hauled Utility Driver	17	12	1	2	1
Water Treatment Operator	3	1	1	5	
Mechanic	5	3	1		

NeoGOV Transition

NeoGov is completing the import of positions and employees, with online onboarding to begin in July. This will ensure a consistent process and allow for improved communication to new hires as well as the managers and supervisors involved in the hiring process..

The E-forms component has been started, with several processes already entered into the system. In addition to the electronic personnel files, the e-forms module will standardize City processes through checklists that are accessible to all employees. E-forms is scheduled to be complete by the end of the summer.

Online Timekeeping

No update.

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.

Workplace Safety, Injuries and OSHA Notifications

There was one reported workplace injury during the period which did not meet OSHA-notification criteria. All required forms were completed.

IT Support

IT support tickets continue to be routed through ACS's remote service, constantlyonit, with results that are timely and responsive. ACS has jumped in to assist with the oversight and research of longer-term projects, and is working with Administration to incorporate an onsite support element to enhance their contracted services. HR continues to maintain administrative access to most IT accounts.

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.

MEMORANDUM

DATE: July 2, 2024

TO: William Arnold, Acting City Manager

FROM: John Sargent, Grant Manager

SUBJECT: Grant Manager's Report for July 9, 2024 Bethel City Council Meeting



Coronavirus Capital Projects Fund (CCP)

The City was awarded \$9 million in CCP grant funds to design and construct a new community center and gymnasium attached to the YK Fitness Center. The City and DOWL are working to complete the Environmental Review and Environmental Assessment. The environmental review documents are needed by the grantor before they issue a grant agreement to the City.

Grant Applications in Preparation

EPA Grant for Removal of Derelict Vessels

The City must apply for a grant from the Environmental Protection Agency in order to secure the \$5.018 million appropriation from Senator Murkowski's Office.

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.

Current Grants

#	Grant	Amount	Expiration
1	Coronavirus Capital Projects Fund	\$9,000,000	12/31/2026
	DOWL prepared the Environmental Review Checklist. I submitted it to grantor. A few agency letters might be needed to complete Environmental Review. Once ER is completed, the grantor will issue the grant agreement to the city.		
2	CSP - DHSS FY 2024	\$323,081	6/30/2025
	Police Department is responsible for overseeing the hiring of three CSPs to help people who are unable to care for themselves.		

3	23SHSP-GY23 – Virtual Simulator & Fencing	\$268,000	9/30/2025
	I completed and submitted the Environmental Historical Preservation (EHP) forms and supporting documentation for review and approval by the Alaska Division of Homeland Security and Emergency Management. Once EHP is approved, the City can prepare and issue an RFP to hire a fence installer.		
4	COPS Hiring Program - School Resource Officer (SRO)	125,000	6/30/2023
	City must complete final progress report and final financial report. The City must request LKSD to pay for SRO salary not covered by grant.		
5	Yukon-Kuskokwim Health Corporation Diabetes Prevention & Control Program	\$4,738	None
	To do: Complete Final Report and close grant.		

6	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.		
7	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.		
8	Designated Legislative Grant Public Safety Communication Tower	\$500,000	6/30/2028
	STG, Inc. hired to purchase and install the Public Safety Communications Tower.		
9	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.		
10	Healthy & Equitable Funding	\$242,057	TBD
	The contractor installed two sets of playground equipment in June 2024. One playground set was installed at Pinky's Park and one set was installed at Harbor Park. Grant report due this month will seek reimbursement for expenditures made.		
11	VSW Capital Improvement Project Grant	\$13,860,000	TBD
	City hired an electrical firm to complete the water treatment plant improvements. These improvements are necessary to make the plant ready to connect water pipes to the new school and the Martina Oscar Subdivision.		

12	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.		
13	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.		

PORT OF BETHEL

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



To: Lori Strickler, Acting City Manager
From: Edward Flores, Port Director
Subject: June 2024 Managers Report

- **Small Boat Harbor**

The Small Boat Harbor is in full operation. In the month of June we had a couple of fishing openings that highlighted the need for more and or a renewed parking layout for the harbor. I met with Alaska Fish and Game about the possibility of moving the free fish bin to a location closer to the harbor. Ultimately, we decided the most beneficial location would be on the south bank next to the no-wake sign before you enter the mouth of the harbor.

For the summer, we have sold the following:

- 125 - Ramp Permits
- 65 - General Permits
- 75 - Float Spaces
-

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

The City Dock is in full swing, we met with the representatives for our bigger companies to have them move all conexs 20 feet off of the east wall of the dock. After the holiday barges we will go back out to remeasure and add some hard lines on the ground with spray paint. We have been changing out exterior light fixtures on the warehouse in the City Dock. We will also change the lighting inside the warehouse this coming week. As well as lighting around the back of the sandshed.

- **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 July. The Port Commission had its regular meeting on June 24th as well as a special meeting. Our next meeting will be at City Hall on July 15, 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 do have a couple hundred feet of unassigned space below the office that we will keep open for transient boat & barge sets that make port in Bethel. We will have the port attendants backfilling the seawall pipes where needed. We will be looking at painting the bits along the seawall yellow for visibility in July.

- **Misc.**

We are maintaining the cleanliness around the waterfront as much as we can safely. Our port grader should be in this summer. We currently have two port attendant positions open at this time. We are looking to fill them as soon as we can.