

CITY OF BETHEL

City Council Meeting Agenda, March 10, 2026 – 6:30 PM

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

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

Council Members: Mayor Rose Henderson, Vice-Mayor Teresa Keller, Mark Springer, Alicia Miner, Pamela Conrad, Kelsi Kime, Greg Schiedler



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

Zoom Meeting ID: 488 845 6188

Zoom Meeting Passcode: 13871

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

833 548 0282 US Toll-free

877 853 5257 US Toll-free

888 475 4499 US Toll-free

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

- 4.1. *Written Public Comments can be submitted by opening your phone camera and hovering over this URL code. The link to the submission form will appear. You may also go to www.cityofbethel.org. Written public comment must be submitted 24 hours before the meeting.*



5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

6. APPROVAL OF MEETING MINUTES

- 6.1. *2-24-2026 Regular City Council Meeting Minutes

7. REPORTS OF STANDING COMMITTEES

- 7.1. Committee/Commission Agendas And Draft Meeting Minutes

8. SPECIAL ORDER OF BUSINESS

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- 10.1. *Introduction Of Ordinance 26-04: Amending BMC 4.20.060, Purchasing, Local Preferences (City Manager Strickler)
- 10.2. *Introduction Of Ordinance 26-05: Amending BMC 3.16.030, Personnel Rules And Regulations, Recruitment (City Manager Strickler)
- 10.3. *Introduction Of Ordinance 26-06: Amending Non-Codified Fees And Charges For The City Of Bethel (City Manager Strickler)

Posted March 4, 2026 at AC Co., Swanson's, City Hall, and the Post Office.

Kevin Morgan. City Clerk's Office

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

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

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

11. REPORTS

11.1. Mayor's Report

11.2. City Manager's Report

11.3. Clerk's Report

12. COUNCIL MEMBER COMMENTS

13. EXECUTIVE SESSION

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

14. ADJOURNMENT

Posted March 4, 2026 at AC Co., Swanson's, City Hall, and the Post Office.

Kevin Morgan. City Clerk's Office

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

1. CALL TO ORDER

A Regular Meeting of the Bethel City Council was held on February 24, 2026 at 6:30 p.m., in the Council Chambers, Bethel, Alaska.

Mayor Henderson called the meeting to order at 6:29 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Comprising a quorum of the Council, the following members were present:
City Council Member Mark Springer (telephonically) City Council Member Kelsi Kime (telephonically) City Council Member Greg Schiedler Mayor Rose Henderson City Council Member Pamela Conrad (telephonically) City Council Member Alicia Miner Vice-Mayor Teresa Keller
Members Absent:
Also in attendance were the following:
City Manager Lori Strickler, City Clerk Kevin Morgan, City Attorney Libby Bakalar (telephonically)

4. PEOPLE TO BE HEARD – Five minutes per person

Taylor Finley- Bethel, Alaska- Tundra Women's Coalition Youth Services Manager. In support of Ordinance 26-02 and here to answer any questions that the council may have.

Item 4.1. - Written Public Comments

No Written Comments submitted.

5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

Main Motion: Approve the Consent and Regular Agenda.

- Moved by: Teresa Keller
- Seconded by: Alicia Miner
- In favor: Mark Springer, Kelsi Kime, Greg Schiedler, Rose Henderson, Pamela Conrad, Alicia Miner, Teresa Keller
- Opposed: None
- Results: Motion Carries

6. APPROVAL OF MEETING MINUTES

Item 6.1. - *2-10-2026 Regular City Council Meeting Minutes

Passed on the consent agenda.

7. REPORTS OF STANDING COMMITTEES

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

Port Commission, Council Member Conrad- Another Port Commission member resigned. Currently, we only have four members.

Planning Commission, Mayor Henderson- Discussed the nuisance properties process. The next meeting is March 12th.

Community Action Grant Committee, Council Member Miner- They are done meeting for the fiscal year.

Community Parks and Recreation Committee, Vice-Mayor Keller- No meeting until March.

Finance Committee, Council Member Schiedler- No quorum at last meeting.

Public Works Committee, Council Member Kime- Next meeting is on March 18th.

Public Safety and Transportation Commission, Council Member Springer- EMT'S are working on advance EMT certificates. Next Meeting is on March 4th.

8. SPECIAL ORDER OF BUSINESS

9. UNFINISHED BUSINESS

Item 9.1. - Public Hearing Of Ordinance 26-02: Authorizing The Disposal Of Property Through Lease Agreement For Teens Acting Against Violence, (TAAV), A Program Of The Tundra Women's Coalition (TWC), Pursuant To BMC 4.08.030(B), Property Disposed Of For A Necessary Public Service (City Manager Strickler)

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

Main Motion: Adopt Ordinance 26-02.

Moved by: Alicia Miner
Seconded by: Teresa Keller
In favor: Mark Springer, Kelsi Kime, Greg Schiedler, Rose Henderson, Pamela Conrad,
Alicia Miner, Teresa Keller
Opposed: None
Results: Motion Carries

Item 9.2. - Public Hearing Of Ordinance 26-03: Approving The Disposal Of City Property, Identified As Land And Building (Warehouse) Located On The Bethel City Dock, USS 3230 A&B, Block 20, Lot 3, In Accordance With Bethel Municipal Code 4.08.030 A, Disposal Of Property By Lease In Accordance With 4.08.030 (City Manager Strickler)

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

Main Motion: Adopt Ordinance 26-03.

Moved by: Greg Schiedler
Seconded by: Alicia Miner
In favor: Mark Springer, Kelsi Kime, Greg Schiedler, Rose Henderson, Pamela Conrad,
Alicia Miner, Teresa Keller
Opposed: None
Results: Motion Carries

Item 9.3. - Public Hearing Of Ordinance 25-08(g): Amending The Adoption Annual Operating Budget For Fiscal Year 2026, July 1, 2025-June 30, 2026 (City Manager Strickler)

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

Main Motion: Adopt Ordinance 25-08(g).

Moved by: Greg Schiedler
Seconded by: Alicia Miner
In favor: Mark Springer, Kelsi Kime, Greg Schiedler, Rose Henderson, Pamela Conrad,
Alicia Miner, Teresa Keller
Opposed: None

Results: | Motion Carries

10. NEW BUSINESS

Item 10.1. - *Resolution 26-02: Supporting House Bill 25 Banning Polystyrene Packaging Statewide (Mayor Henderson)

Passed on the consent agenda.

Item 10.2. - *IM 26-02: Documentation That The Bethel City Council Received And Reviewed The Full Financial Budget Report And Water & Wastewater Activity Report For The Month Of January 2026 (City Manager Strickler)

Passed on the consent agenda.

11. REPORTS

Item 11.1. - Mayor's Report

Item 11.2. - City Manager's Report

Item 11.3. - Clerk's Report

12. COUNCIL MEMBER COMMENTS

Mayor Henderson- Thanked the water and sewer team for working during the blizzard. Be careful driving in the school zone and heed the speed limit.

Vice-Mayor Keller- No Comments.

Council Member Miner- No Comments.

Council Member Conrad- Thanked the utility workers and the water and sewer drivers for working in difficult conditions.

Council Member Springer- It's getting cold again. The Kusko-con Comic Convention had a good turnout. Good to see vendors from Anchorage in our community. Thanked the Library and Kuskokwim Campus for hosting. Thanked the Kuskokwim Campus for sending Golga Oscar to do classes at Mt. Edgecumbe High School. Glad to see that

Senator Hoffman also visited the school to learn about the situation there. Thanked the utility drivers for being able to keep up with water and sewer services in the blizzard.

Council Member Kime- No Comments

Council Member Schiedler- No Comments

13. EXECUTIVE SESSION

14. ADJOURNMENT

Main Motion: Adjournment.

- Moved by: Alicia Miner
- Seconded by: Greg Schiedler
- In favor: Mark Springer, Kelsi Kime, Greg Schiedler, Rose Henderson, Pamela Conrad, Alicia Miner, Teresa Keller
- Opposed: None
- Results: Motion Carries

Meeting ended at 7:18 p.m.

Rose Henderson, Mayor

ATTEST:

Kevin Morgan,
City Clerk

Minutes approved on:
March 10, 2026



CITY OF BETHEL

PUBLIC SAFETY AND TRANSPORTATION COMMISSION

WEDNESDAY, MARCH 4, 2026, 6:30 PM

LOCATION: COUNCIL CHAMBERS, CITY HALL, 300 CHIEF EDDIE HOFFMAN
HIGHWAY, BETHEL

JOIN MEETING AT ZOOM.US:

[HTTPS://US06WEB.ZOOM.US/J/3350154000?PWD=HYFLQJB5BBF9IUAXHBN9SOZQAFWPLS.1&OMN=81314125060](https://us06web.zoom.us/j/3350154000?pwd=HYFLQJB5BBF9IUAXHBN9SOZQAFWPLS.1&OMN=81314125060)

MEETING ID: 335 015 4000

PASSCODE: 140569

US TOLL-FREE PHONE NUMBERS: 888 475 4499; 833 548 0276; 833 548 0282; 877 853 5257

MEMBERS

Joy Anderson, Chair
Musa Sailu
John Hastie
Jesslyn Elliot
Mark Springer, Council Rep.
Jody Brand

STAFF

Jeff Kirkham, Ex Officio Member
Rosalie Kalistook, Ex Officio Member
rkalistook@cityofbethel.net
907-543-3781

I. CALL TO ORDER

II. ROLL CALL

- A. Ex Officio Member's Attendance Log

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. Enforcement Actions for Fines and Citations
- B. Vehicle Nuisance Abatement
- C. COB Pound Stats
- D. Ordinance 26-01 Amending BMC 10.03.040 Governing The Operation Of All Terrain Vehicles (ATVs) On Public Roadways Within The City Of Bethel

VII. NEW BUSINESS

VIII. EX OFFICIO REPORT

- A. Manager's Reports February 2026

IX. MEMBER COMMENTS

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

Ex-Officio Staff

X. ADJOURNMENT

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

Ex-Officio Staff

Introduced by: City Manager Strickler
Introduction Date: March 10, 2026
Public Hearing Date: March 24, 2026
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance 26-04

AN ORDINANCE BY THE BETHEL CITY COUNCIL AMENDING BETHEL MUNICIPAL CODE 4.20.060, PURCHASING, LOCAL PREFERENCES

WHEREAS, the Bethel Municipal Code allows for a local hiring preference in procuring goods and services;

WHEREAS, the current sliding scale percentage advantages for local preference has not been updated since 2014;

WHEREAS, the costs of doing business in Bethel are higher than in many other parts of the state and nation;

WHEREAS, it is good policy for the community and local economy to procure local goods and services where possible; and

WHEREAS, increasing the sliding scale percentages for local preference will better incentivize local goods and services in our economy and better reflect the current cost of doing business in Bethel.

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

SECTION 1. Classification. This is a codified Ordinance and shall become part of the Bethel Municipal Code.

SECTION 2. Amendment. Bethel Municipal Code Chapter 4.20.060 is amended as follows; new language is underlined and old language is stricken.

4.20.060 Local preferences.

A. In awarding competitive purchases or construction contracts, preference may be given to an otherwise qualified "local bidder" unless such preference is prohibited by the funding source.

B. For purposes of this section, a "local bidder/proposer" is a person who:

Introduced by: City Manager Strickler
Introduction Date: March 10, 2026
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1. Holds a current state business license, and, in addition, for construction contracts holds a current, appropriate state contractor's registration certificate; and
2. Holds a current city of Bethel sales tax certificate both at the time the bid is announced and at the time it is scored; and
3. Submits a bid for a competitive purchase or construction contract under the name as appearing on the person's license, and, where applicable, a certificate; and
4. Has continuously maintained a physical place of business within the city of Bethel staffed by the bidder or an employee of the bidder for a period of one hundred eighty (180) calendar days immediately preceding the date of the bid opening; and
5. Is compliant with all requirements of the city sales tax ordinance;
6. A Bethel post office box number or residential address may not be used solely to establish status as a local business.

C. Sliding Scale for Local Preference.

1. A ~~five (5)~~ twenty (20) percent preference in bid/proposal prices not to exceed five thousand dollars (\$5,000) on purchases not exceeding two hundred fifty thousand dollars (\$250,000);
2. A ~~three (3)~~ fifteen (15) percent preference in bid/proposal prices not to exceed ten thousand dollars (\$10,000) on purchases between two hundred fifty-one thousand dollars (\$251,000) and five hundred thousand dollars (\$500,000); and
3. A ~~two (2)~~ ten (10%) percent preference in bid/proposal prices not to exceed twenty thousand dollars (\$20,000) on purchases exceeding five hundred thousand dollars (\$500,000).

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

Introduced by: City Manager Strickler
Introduction Date: March 10, 2026
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Vote:

**ENACTED THIS 24th DAY OF MARCH 2026, BY A VOTE OF _____ IN FAVOR
AND _____ OPPOSED.**

ATTEST:

Rose Henderson, Mayor

Kevin Morgan, City Clerk

CITY OF BETHEL, ALASKA

Ordinance 26-05

AN ORDINANCE BY THE BETHEL CITY COUNCIL AMENDING BMC 3.16.030, PERSONNEL RULES AND REGULATIONS, RECRUITMENT

WHEREAS, the City's current municipal code defines "temporary hire" in a manner that limits employment to six (6) months and requires a mandatory thirty (30) day separation before rehire;

WHEREAS, this required break in service creates operational disruption, particularly with the hauled utility positions requiring specialized licensing, safety training, route familiarity, and continuity of service delivery;

WHEREAS, the interruption of employment for Commercial Driver's License (CDL) operators has contributed to workforce instability and impacted the City's ability to consistently complete hauled water and wastewater routes serving the community;

WHEREAS, mandatory termination and rehire cycles increase administrative burden, onboarding costs, training time, inefficiencies in workforce planning, and the risk of service interruption;

WHEREAS, employment classifications under the municipal code should accurately reflect and support the operational needs of the City, including the provision of essential public services, seasonal demands, project-based work, and workforce capacity challenges;

WHEREAS, the current definition of "temporary hire" does not adequately align with the operational realities of municipal service delivery and seasonal operations, and may inadvertently hinder the City's ability to maintain service continuity and workforce stability;

WHEREAS, expanding the definition of "non-regular hourly" employee will increase flexibility to address seasonal, operational, or workforce capacity needs without requiring artificial separation in service, while maintaining appropriate personnel structure and oversight;

NOW, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL, ALASKA, the City Council amends the Bethel Municipal Code 3.16.030, Personnel Rules and Regulations, Recruitment. New language is underlined and old language is stricken.

SECTION 1. Classification. This is a Codified Ordinance and shall become part of the Bethel Municipal Code.

SECTION 2. Amendments. Bethel Municipal Code 3.16.030 is amended as follows: (new language is underlined and old language is stricken):

3.16.030 Types of appointments.

A. *Regular Full-Time*. A regular full-time position is one in which the required work is expected to be performed during the entire workday and requires thirty (30) or more hours per week. An appointment to such a position occurs after an employee has satisfactorily completed the applicable probationary period.

B. *Regular Part-Time*. A regular part-time position is one in which the required work is expected to be performed during a portion of a workday, such as a morning, afternoon, or night shift. The work shall total at least fifteen (15) hours but less than thirty (30) hours per week. An appointment to such a position occurs after an employee has satisfactorily completed the applicable probationary period.

~~C. *Temporary*. A temporary position is one established to provide city services for a period not to exceed the greater of six (6) months in duration or the duration of a position funded by a one (1) time grant from the federal or state government on a temporary basis. A temporary employee may not be rehired into the same temporary position for thirty (30) calendar days.~~

~~D. *Seasonal*. A seasonal position is a position for which the customary annual employment is six (6) months or less, and for which the period of employment begins each calendar year at approximately the same part of the year, such as summer or winter.~~

~~E. *Nonregular Hourly*. A nonregular hourly position is one needed to perform city services on a recurring basis, with the number of hours worked in a particular week varying from week to week. A nonregular hourly employee shall not work more than one hundred nineteen (119) hours per month. A person holding a nonregular hourly position is not covered by any of the terms of this title and is not entitled to any of the rights or benefits provided to employees under these rules unless expressly stated otherwise in specific provisions of these rules, or an individual employment agreement.~~

C. *Nonregular Hourly*. A nonregular hourly appointment is established to meet operational, recruitment gap, project-based, grant-funded, seasonal, emergency, or

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other non-permanent service needs of the City. Such appointments may continue for as long as the operational need or funding exists and are not subject to a maximum term. Employees appointed under this subsection do not attain regular full-time or regular part-time status, serve at will, and do not acquire any expectancy of continued employment or automatic conversion to regular status. Compensation may be set at a rate necessary to address market conditions, recruitment challenges, or continuity of essential services.

Nonregular hourly employees are not eligible for City-provided benefits except as required by applicable federal or state law.

F D. *Acting Assignment.* An acting assignment is one in which a current employee is temporarily assigned to act in a nonrepresented or executive level position. An acting assignment is made when an employee, although perhaps not fully qualified for the acting assignment, may be assigned some or all duties of a higher-level position. This type of assignment benefits the employee who may gain knowledge and skill in a higher-level position. Work performed in an acting assignment may be counted toward the experience requirement in meeting minimum qualifications for the class of position in which the employee was acting.

When an employee is temporarily assigned to work in an acting assignment position, the employee shall receive ten (10) percent above their current rate of pay for the duration of the assignment.

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

ENACTED THIS 24th DAY OF MARCH 2026, BY A VOTE OF ___ IN FAVOR AND ___ OPPOSED.

Rose Henderson, Mayor

ATTEST:

Kevin Morgan, City Clerk

Introduced by: City Manager Strickler
 Introduction Date: March 10, 2026
 Public Hearing: March 24, 2026
 Action:
 Vote:

CITY OF BETHEL, ALASKA

Ordinance 26-06

AN ORDINANCE BY THE BETHEL CITY COUNCIL AMENDING NON-CODIFIED FEES AND CHARGES FOR THE CITY OF BETHEL

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

Section 1. Classification. This ordinance is not permanent in nature and shall not be placed in the Bethel Municipal Code.

Section 2 Amendments. The City of Bethel Fees and Charges is amended, new language is underlined and old language is stricken.

General Services	
Non-Sufficient Funds Fee	\$30
Check Replacement Fee	\$25
Notary Service, per document	\$3
Bethel Lapel Pin	\$2
Passport Execution Fee (in accordance with U.S. Department of State)	\$35
Photocopies of Documents	\$0.25
Public Records	
<i>Searches, if over five (5) hours (per hour) If the search or production of records for one requester in a calendar month exceeds five person-hours, the requester shall pay the personnel costs required during the month to complete the search and copying tasks. The personnel costs may not exceed the actual salary and benefit costs for the personnel time required to perform the search and copying tasks. The requester shall pay the fee before the records are disclosed, and the city may require payment in advance of the search.</i>	
Electronic Records	Free
Paper Record	\$5.00 (First five pages) \$0.25 (Each additional pg.)
<u>CD of Audio/Video/Documents</u>	<u>\$10</u>
Sales Taxes and Business Licenses Registration	
Bethel Business <u>License Registration</u>	\$100
Special Events Permit Application (Alcohol)	\$50
Cemetery Services	
Burial Permit	\$50
Burial Lot Reservation	\$150

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Appeals	
Appeal to City Representative (not hearing officer)	\$50
Appeal to Hearing Officer (unless otherwise provided for in code)	\$200
Appeal to City Body	\$200
Code Enforcement	
Vehicle Removal (includes four-wheeler/ATV/snowmachine)	\$200
Impound Fee	\$25 (first day) \$50 (each additional day)
Police Department	
General	
Fingerprints (per card)	\$25
Civil Processing	\$45
Records	
Collision Report	\$10 (first 10 pages) \$0.25 (each additional page)
Call for Service	\$5
Officer Report	\$10 (first 10 pages) \$0.25 (each additional page)
CD /USB Thumb drive	\$20
Animal Control	
Animal License (AVID Chip)	\$10
Animal Adoption (animal license included)	\$25
Euthanization of Animal	\$30
Animal Impound First Offense within 24 Month Period.	\$50 (first day) \$25 (each additional day)
Animal Impound Second Offense within 24 Month Period.	\$75 (First Day) \$25 (each additional day)
Animal Impound Third Office within 24 Month Period.	\$100 (first day) \$25 (each additional day)
Rabies Vaccination	FREE
Quarantine 10 days	\$150 <u>\$250</u>

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Protective Custody	
If Paid Within 30 Days	\$150
If Paid After 30 Days	\$175
Ambulance Services/Fire Department	
Basic Life Support Ambulance Services	\$450
Advanced Life Support Ambulance Services	\$600
<u>Advanced Life Support Ambulance Services Nonemergent</u>	<u>\$1,168</u>
<u>Advanced Life Support Ambulance Service Emergent</u>	<u>\$1,850</u>
<u>Advance Life Support -Life Saving Intervention</u>	<u>\$2,677</u>
<u>Basic Life Support Nonemergent</u>	<u>\$973</u>
<u>Basic Life Support Emergent</u>	<u>\$1,558</u>
<u>Specialty Care Transports</u>	<u>\$3,1664</u>
<u>Rural Mileage (per mile) 18+</u>	<u>\$32.03</u>
<u>Rural Mileage (per mile) 1-17</u>	<u>\$32.97</u>
Fire Incident Report	\$25
Ambulance Run Report	\$25
Planning	
General	
Variance	\$300
Vacation	\$300
Conditional Use Permit	\$ 350
<u>Encroachment Permit Application</u>	<u>\$100</u>
Re-plat, Abbreviated Plat, Supplement Plat, Waiver, or Floodplain Land Use (Additional Recording Fee May Apply)	\$200
Preliminary Subdivision Plat	\$350
Additional Plot(s)	\$25
Final Subdivision Plat (Additional Recording Fee May Apply)	\$300
Platting Waiver	\$100
Site Plans and Violations	
Site Plan, Infill/Moving of Single-Family Residence	\$100
Site Plan, if submitted after work has begun but not complete.	\$300
*Contractor/owner responsible for penalty if infill/moving of residents without approved permit.	\$500
Site Plan, Residential Single Family New Construction	\$100
Site Plan, if submitted after work has begun but not complete.	\$300
*Owner responsible for penalty if infill/moving of residents without approved permit.	\$500
Site Plan Residential Duplex	\$350

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*Owner responsible for penalty if developed without approved permit.	\$500
Site Plan Residential Triplex	\$400
Site Plan, if submitted after work has begun but not complete.	\$500
*Owner Responsible for fine if developments of a new residential triplex without Site Plan Application	\$1,000
Site Plan Infill Commercial	\$200
Site Plan, if submitted after work has begun but not complete.	\$500
*Developers Responsible for fine if Infill is done without Site Plan Application	\$1,000
Site Plan, Demolition of Building Either Residential or Commercial	\$250
*Owner responsible for penalty if demolished without approved permit.	\$1,000
Site Plan Commercial Major (New Development or Existing Site Improvements)	\$1,000
<p>A. Site Plan Application Commercial: The application fee for a Commercial, Industrial or Other Non-Residential Development excluding churches and child educational projects shall be \$600.00 1,000.00 for the first \$100,000.00 of the total construction costs, plus an additional fee one half of one percent for the portion over \$100,000.00 of the total construction costs. Churches and child educational projects shall be charged a flat fee of \$1,500.00. Typical construction costs shall include all costs associated with the development for which the application is being submitted, including, but not limited to site improvement for which the application is being submitted, including, but not limited to, site improvement and building improvement costs including new or additional buildings, but shall include interior furnishings, atypical features, decorative materials or other similar features. For fees calculated based the percentage of construction costs, such costs shall be supported by the sworn statement of a licensed architect, licensed engineer or other qualified individual if an architect or engineer has not been retained for the project as the expected construction costs for projects over \$500,000.</p> <p>B. For a Proposed Linear Development, the application fee shall be \$150.00 per acre of all land included in the right of way of the proposed linear development project plus \$150.00 per acre located outside of the right of way that will be disturbed as part of a linear development project. A Linear development means land uses such as roads, trails, sewerage and management of pipes, gas and water pipelines, electric, telephone and other transmission or distribution lines, which have the basic function of connecting two points, the rights-of-way therefore, and any accessory structures or uses directly associated therewith. Linear development shall not include</p>	

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 Vote:

residential, commercial, office or industrial buildings, improvements within a development such as utility lines or pipes, or internal circulation roads; 1. For a resource extraction permit application or permit renewal application, the application fee shall be \$1,500.00 plus \$30.00 per acre to be mined within each permit period (Yearly) 2. 2) For a change of use with no additional development or home occupations, the application fee shall be \$200.00; and The application fee for mixed residential and non-residential development shall be the sum of the residential and non-residential development fees as calculated according to the relevant fee schedules in (A) above.	
Major Subdivisions	
Adverting	\$500
Re-Adverting	\$500
Revision Following Advertising	\$500
Preliminary Plat Application	\$1,500
Change to Future Land Use Map	\$1,000
Variance	\$1,000
Subdivision Agreement	\$2,000
Maps	
Xerographic Type Single Sheet Map Copy	\$5 per sheet
Computer Generated Retracement of Single Lot or Tract with Legal Description	\$50
Computer Generated Single Sheet Map or Plat <i>Each Additional Sheet</i>	\$50 \$30
Land Status Map	\$35
Letter of Interpretation or Amended Letter of Interpretation: A. Application for any other Letter of Interpretation or Amended Letter of Interpretation. B. Application fee for the review and processing of a request for a letter stating information that is available in a municipal land use ordinance or stating other information readily available to the public from a source other than the Bethel Planning Commission. C. Application fee for an Amended Certificate of Filing. <i>If a request for an Amended Certificate of Filing is submitted more than five years following the issuance of the original Certificate of Filing, the fee shall be calculated as if a new application had been submitted.</i> D. The fee for the review of any study or survey prior to the submission of a development application, including, but not limited to, any	\$225 \$225 \$225 or 10% of orig. permit fee, whichever is >. Max \$3,000

Introduced by: City Manager Strickler
 Introduction Date: March 10, 2026
 Public Hearing: March 24, 2026
 Action:
 Vote:

threatened or endangered species protocol, threatened or endangered species protocol results or a cultural resource survey, shall be one-third of the estimated application fee calculated in accordance with (a) through (b) above. Any fee submitted in accordance with this provision shall be deducted from the application fee due at the time of submission of the application for the proposed development for which the study or survey was prepared or conducted	
Tall Towers	
Advertising	\$500
Re-Advertising	\$500
Revision Following Advertising	\$500
Conditional Use Permit	\$750
Public Hearing	\$1,000
Change to Future Land Use Map	\$800
Special Use Permit	\$750
Variance	\$750
Port and Harbor	
<i>Other fees are in accordance with the most recently adopted Tariff Rates.</i>	
Small Boat Harbor Seasonal Moorage Per Foot LOA	\$12
Small Boat Harbor Use Permit	\$30
Small Boat Harbor Use Permit (for Vessel Moored more than four days in the small boat harbor)	\$60
Seasonal Long Term Parking Permit (six month)	\$200
Public Works	
Utility Permit Application Fee Annual Permit	\$130
Utility Permit Application Fee Temporary or Emergency use	\$50
Non-Commercial Vehicle Disposal up to three per Calendar Year.	Free
Vehicle disposal, per vehicle if battery and liquid are removed.	\$200
Vehicle disposal, per vehicle without fluids/and or battery removed	\$300
Refrigerators and Freezer	\$40

Introduced by: City Manager Strickler
 Introduction Date: March 10, 2026
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Transit System		
Single Ride Fares		
Under the age of 3		Free
Ages 3-13		\$2.00
Ages 14-64		\$3.00
Ages 65 and older		Free
Monthly Passes		
Adult Pass Ages 16-64		\$60.00
Youth Pass Ages 3-13		\$30.00
Elder Pass Ages 65 and Older		Free
Day Passes		
Persons ages 3-64		\$5.00
Persons ages 0-3 and 65 and Older		Free
YK Fitness Center		
Membership		
Individual Annual Membership		
	Pool or Fitness	Pool and Fitness
Adult	\$660*	\$905*
Youth	\$330*	\$530*
Senior	\$275	\$480
Military	\$440	\$640
Individual Monthly Membership		
	Pool or Fitness	Pool and Fitness
Adult	\$66*	\$90*
Youth	\$33*	\$55*
Senior	\$28	\$50
Military	\$44	\$55
Family Memberships		
Fitness & Pool Per Person	Annual	Monthly
3 people	\$503	\$50
4 people	\$497	\$49
5 people	\$492	\$48
6 people	\$487	\$47
7 people	\$482	\$46
8 people	\$477	\$46
Family Memberships (per person)		
Fitness OR Pool Per Person	Annual	Monthly

Introduced by: City Manager Strickler
 Introduction Date: March 10, 2026
 Public Hearing: March 24, 2026
 Action:
 Vote:

3 people	\$379	\$38
4 people	\$375	\$38
5 people	\$372	\$37
6 people	\$368	\$37
7 people	\$364	\$36
8 people	\$360	\$36

GROUP FITNESS PASSES	
10 Pack Fitness Classes	\$85*
Fitness Class Passes	\$11*

FACILITY ACCESS	
Facility Access Day Passes	
Adult Fitness	\$8*
Adult Pool	\$8*
Pool and Fitness	\$11*
Youth Fitness	\$5*
Youth Pool	\$5*
Youth Pool and Fitness	\$8*
Senior Fitness	\$3
Senior Pool	\$3
Senior Pool and Fitness	\$6
Military Fitness	\$6
Military Pool	\$6
Military Pool and Fitness	\$9
Facility Access 10 Pack Bundle	
Adult Fitness	\$72*
Adult Pool	\$72*
Pool and Fitness	\$99*
Youth Fitness	\$45*
Youth Pool	\$45*
Youth Pool and Fitness	\$72*
Senior Fitness	\$27
Senior Pool	\$27
Senior Pool and Fitness	\$54
Military Fitness	\$54
Military Pool	\$54
Military Pool and Fitness	\$81

Introduced by: City Manager Strickler
 Introduction Date: March 10, 2026
 Public Hearing: March 24, 2026
 Action:
 Vote:

Group Swim Lessons and specialty class fees will be determined at the time of scheduling by the YK Fitness Center Operator. Those fees shall be fair and reasonable and may at any time be modified by the Administration or City Council.

The standard rates may be temporarily reduced by pool management for marketing specials.

Pay What You Can Program Purpose

If users' income range falls within the following, the user(s) are eligible for the percent discount associated with the income range:

Pay What You Can Program			
Persons in Family/Household	Family Gross Annual Income		
	75%	50%	25%
1	< \$33,980	\$33,981-50,970	\$50,971-67,960
2	< \$48,780	\$48,781-68,670	\$68,671-91,560
3	< \$57,580	\$57,581-86,370	\$86,371-115,160
4	< \$69,380	\$69,381-104,070	\$104,071-138,760
5	< \$81,180	\$81,181-121,770	\$121,771-162,360
6	< \$92,980	\$92,980-139,470	\$139,471-185,960
7	< \$104,780	\$104,780-157,170	\$157,171-209,560
8	< \$117,180	\$117,181-174,870	\$174,871-233,160
>9	< \$128,380 + \$11,800 for each additional person.	\$128,381-186,670 + \$11,800 for each additional person.	\$186,671-244,960 + \$11,800 for each additional person.

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

ENACTED THIS 24th DAY OF MARCH 2026, BY A VOTE OF ___ IN FAVOR AND ___ OPPOSED.

ATTEST:

 Rose Henderson, Mayor

 Kevin Morgan, City Clerk

City of Bethel, Alaska

Ordinance 26-06
 Page 9 of 9

CITY OF BETHEL

City Manager's Report February 4-18, 2026



Budget/Audit/Finance General Operations

Operating Budget Preparation - Staff across all departments are actively working on development of the FY27 budget. Departments have prepared baseline operating budgets for Finance Director review. Departments were also asked to submit operational and capital enhancement requests. Once the baseline budgets are confirmed, the department head team will meet to identify organizational priorities.

Capital Budget - Deputy Director of Finance, City Manager, and Public Works Director are performing an evaluation of the capital project list to evaluate what projects are complete, what funds should go back to the undesignated fund balance, and what we should be planning for the updated capital budget. As mentioned above, we will be bringing the list of operating and capital enhancements to the City Council in April.

Audit Completion-The FY25 audit is expected to be completed within the next few weeks.

Business Registration- While we face a vacancy in the position of the Accounting Specialist position with the primary responsibility for business registration, the team with support for Legal continue to focus on a few operators with significant compliance issues.

The Finance Director will be working with the team to evaluate current processes and laws to help ensure they are effective.

State Revolving Loan Fund -Staff met with the Department of Environmental Conservation (DEC) to review State Revolving Loan Fund and forgiveness projects. The group discussed current and potential future projects.

Emergency Response and Community Support-The City participated in a Mass Care Response meeting hosted by the State of Alaska as part of ongoing recovery and planning following Typhoon Halong. A follow-up meeting with core regional agencies is scheduled for next week.

The Host Household utility reimbursement for January totaled \$8,854.43.

Partnerships-

The Police Department and Administration provided a letter of support to the Tundra Women's Coalition for a grant application.

City administration participated in a special Yuut Board meeting.

Infrastructure

YK Fitness Center-Approximately one month ago, a fire sprinkler incident occurred at the YK Fitness Center when an exterior valve released water pressure during freezing conditions. Johnson Controls repaired the sprinkler system this week. To prevent a similar incident in the future, Public Works installed a small utility access door high on the wall near the affected area. The door will be left open during extreme cold periods to prevent freezing.

A boiler went out at the YK Fitness Center resulting in cooler air and pool temperatures for about four days.

Piped Services Thawing Lines - Staff have developed a request for funding for hot-box jettors to improve thawing operations for the piped water and sewer system.

In January alone, approximately 1,500,000 gallons of water were used to thaw sewer lines, resulting in approximately \$60,000 in water costs. Operating two jettors is expected to use significantly less water than the current fire hose method and should result in substantial annual cost savings and improved operational efficiency.

Piped Services Study -In April, a team from the University of Texas will return to Bethel to install leveling notification devices on sections of the piped water and sewer utility, beginning with the Bethel Heights system. Currently, staff must manually inspect line pitch twice per year to maintain proper gravity flow.

The new technology is intended to provide alarm notifications and allow remote monitoring of line movement, enabling staff to identify and address issues more efficiently.

Utility Building Leveling – the emergency leveling of the piped utility building is underway.

Ptarmigan Culverts Easements-The City completed its own valuation of permanent and construction easements required for installation of culverts on the west side of Ptarmigan. This work was completed because the Bureau of Indian Affairs was unable to complete the appraisal as originally scheduled. Staff will coordinate with BIA and affected property owners within the next two weeks to present offers for easement purchase and temporary construction easements.

Sand Shed Improvements- Staff identified operational challenges accessing frozen sand used for winter road maintenance. When sand freezes, sanding operations are limited and road conditions deteriorate. Staff are obtaining quotes to insulate and install heating units in the Port sand shed so the facility can be used to store thawed sand for winter operations. This improvement will be considered as a FY27 budget enhancement.

Port Operations-The Port Department is reviewing the U.S. Army Corps of Engineers shoreline protection project inspection conducted following Typhoon Halong. The Port Director will provide a summary of findings and a corrective action plan next week.

CITY OF BETHEL

City Manager's Office



Date: 3/4/2026
To: City Council
From: City Manager
Subject: Emergency Procurement – Water Treatment Plant Operational Support

In accordance with the City's procurement code, BMC 4.20.180, this report serves as written notice of an emergency contract awarded without competition, formal advertising, or other formal procedures. The award was necessary due to an emergency threatening the public health, safety, and welfare of the community.

On March 4, 2026, following an event at the City's water treatment plants, it became necessary to immediately secure qualified and reliable water treatment plant operators to ensure continuous and compliant operation of the City's drinking water systems.

Due to unforeseen personnel transitions and limited available certified operators, the City determined that immediate outside operational support was required. Failure to secure qualified operators would have placed the City at risk of disruption to potable water service and regulatory non-compliance, creating a potential threat to public health and safety. This situation constitutes an emergency under the procurement code, specifically equipment or operational failure not predictably frequent or preventable by adequate maintenance or operation, and the imminent threat of a shortage of safe drinking water.

Accordingly, I authorized an emergency procurement and initiated a contract with Northern Utility Services to provide certified water treatment plant operators and technical support. Contractor personnel are scheduled to arrive in Bethel on March 4, 2026 and will remain on-site through at least Sunday, March 8, 2026. Personnel from this contractor may be required to travel to Bethel periodically over the next several months to provide continued operational support.

Over the past several months, the City has attempted to identify qualified operators or firms capable of providing operational support for the City. Northern Utility Services is the only provider identified that is able to deliver the necessary certified personnel on short notice and meet the City's operational requirements.

Respectfully,

A handwritten signature in black ink, appearing to read "Lori Strickler", is written over a white background.

Lori Strickler
City Manager
City of Bethel
300 Chief Eddie Hoffman Highway
Bethel, AK, 99559
907-543-1373
citymanager@cityofbethel.net



Master Services Agreement

Client: City of Bethel C/O Lori Strickler
Address: 300 Chief Eddy Hoffman Hwy
Bethel, AK 99559

Scope of Services:


CLIENT hereby authorizes Northern Utility Services (NUS) to perform engineering, procurement, consulting and specialized construction and construction support services as authorized from time to time by written Task Orders issued by CLIENT and accepted by NUS, as evidenced by CLIENT's and NUS's Signatures thereon ("Services"). The model Task Order form is attached to this Agreement.

Compensation:


NUS will be compensated for Services as set forth in the Task Order. Unless a Task Order specifies otherwise, NUS will be compensated on a Time and Expense basis in accordance with the provisions of Appendix A which is an integral part of this Agreement.

The Parties agree to the "Provisions" provided on page 2 of this Master Services Agreement ("Agreement").

Accepted for Client:

By: 
Name: Lori Strickler
Title: City Manager
Date: 03/04/2026

Accepted for Northern Utility Services LLC:

By: 
Name: David Kranich
Title: Principal
Date: 3/3/2026

PROVISIONS

1. **TASK ORDERS.** CLIENT shall engage NUS to perform engineering and other related professional services pursuant to this Agreement by issuing a Task Order to NUS. Each Task Order shall clearly state that it is issued pursuant to this Agreement and shall identify the scope of services to be performed by NUS, the schedule for performance of the Services, the method of pricing and/or compensation for Services (if different from the method provided for herein), and other matters as may be pertinent to the individual authorization. The terms of this Agreement shall supersede any standard or preprinted terms that may be attached to or referenced in any Task Order.

2. **WARRANTY.** NUS warrants that it shall be responsible, to the level of competency presently maintained by other practicing professionals in the same type of work in CLIENT's community, for the professional and technical soundness, accuracy, and adequacy of all design, drawings, specifications, and other work and materials furnished under this Agreement. If within twelve (12) months after completion of the Services, CLIENT can demonstrate that the Services fail to conform to such warranty, NUS will reperform the deficient Services at no cost to the CLIENT, and NUS shall have no liability for repair or replacement, construction rework or other costs whether asserted under warranty, contract, tort or otherwise. NUS makes no other warranty, expressed or implied.

3. **ADDITIONAL SERVICES.** (a) Services in addition to those specified in the Task Order, will be provided by NUS if authorized in writing or otherwise confirmed by CLIENT. Additional services will be paid for by CLIENT as indicated in an Additional Services Authorization or such other document as deemed appropriate by CLIENT and NUS. In the absence of an express agreement to the contrary, NUS shall be entitled to an equitable adjustment in compensation and schedule for performing such additional services. (b) Unless the Additional Services Authorization specifies otherwise, the Additional Services will be priced under the terms of Appendix A.

4. **SALES TAX.** In addition to any other sums or amounts to be paid by CLIENT to NUS pursuant to this Agreement, CLIENT must also pay to NUS any applicable sales, use, excise or other tax (other than any general income tax payable by NUS) as the same may be levied, imposed or assessed by any federal, state, county or municipal government entity or agency.

5. **LIMITATION OF LIABILITY:** Excluding NUS' liability for bodily injury or property damage of third parties, the total aggregate liability of NUS arising out of the performance or breach of this Agreement or any respective Task Order shall not exceed the compensation paid to NUS under the Task Order out of which the liability arose. Notwithstanding any other provision of this Agreement or any Task Order, NUS shall have no liability to the CLIENT for contingent, consequential, or other indirect damages including, without limitation, damages for loss of use, revenue or profit; operating costs and facility downtime, however the same may be caused. The limitations and exclusions of liability set forth herein shall apply regardless of the fault, breach of contract, tort (including negligence), strict liability or otherwise of NUS, its employees, or subconsultants.

6. **DISPUTES.** (a) All disputes arising out of this Agreement shall be mediated by the parties within a reasonable time after the first request for mediation, prior to either party filing a suit in a court of law, provided, however, that neither party shall be obligated to mediate prior to requesting injunctive relief. (b) In the event legal action is brought by NUS to enforce any of the obligations hereunder or arising out of any dispute concerning this Agreement, CLIENT shall pay NUS reasonable amounts for fees, costs and expenses as may be set by the court (c) This Agreement is governed by the laws of the state in which the Services are performed, without regard to its choice of law provisions.

7. **ASSIGNMENT TO RELATED ENTITY.** Notwithstanding anything to the contrary herein, in the event NUS is not qualified and licensed in the relevant jurisdiction to provide any Services required, NUS may, without the consent of any other party, assign all or any part of its obligation to provide such Services to an entity related to NUS which is qualified and licensed to provide such Services in the jurisdiction involved, or NUS may request CLIENT to issue a Task Order in the name of such a related entity.

8. **PAYMENT TO NUS.** (a) NUS will issue monthly invoices for all Services. Invoices are due and payable net 15 days. CLIENT agrees to pay interest at the rate of 1½% per month on all past-due amounts, unless not permitted by law. Any interest charged or collected in excess of the highest legal rate will be applied to the principal amount owing to NUS, and if such interest exceeds the principal balance of CLIENT's indebtedness to NUS, will be returned to CLIENT, (b) CLIENT's failure to pay within the time required herein shall constitute a payment default. Without limiting any other available remedy, NUS may stop work or terminate this Agreement or any Task Order if CLIENT has not cured a payment default within 7 days after receipt of written notice from NUS. NUS' right to stop work or terminate this Agreement shall not be waived by NUS' continued performance. NUS shall have no liability for any delays resulting from or damages caused by such work stoppage or termination.

9. CONSTRUCTION PHASE SERVICES. (a) If NUS is called upon to observe the work of CLIENT's construction contractor(s) for the detection of defects or deficiencies in such work, NUS will not bear any responsibility or liability for such defects or deficiencies or for the failure to so detect. NUS shall not make inspections or reviews of the safety programs or procedures of the construction contractor(s), and shall not review their work for the purpose of ensuring their compliance with safety standards. (b) If NUS is called upon to review submittals from construction contractors, NUS shall review and approve or take other appropriate action upon construction contractor(s)' submittals such as shop drawings, product data and samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the contract documents. NUS' action shall be taken with such reasonable promptness as to cause no delay in the work while allowing sufficient time in NUS' professional judgment to permit adequate review. Review of such submittals will not be conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities. (c) NUS shall not assume any responsibility or liability for performance of the construction services, or for the safety of persons and property during construction, or for compliance with federal, state and local statutes, rules, regulations and codes applicable to the conduct of the construction services. NUS shall have no influence over the construction means, methods, techniques, sequences, or procedures. Construction safety shall remain the sole responsibility of the construction contractor(s). (d) All contracts between CLIENT and its construction contractor(s) shall contain broad form indemnity and insurance clauses in favor of CLIENT and NUS, in a form satisfactory to NUS.

10. COST ESTIMATES. Any cost estimates provided by NUS will be on a basis of experience and judgment. Since NUS has no control over market conditions or bidding procedures, NUS does not warrant that bids or ultimate construction costs will not vary from these cost estimates.

11. SEVERABILITY. If one or more of the provisions contained in this Agreement shall be held illegal, the enforceability of the remaining provisions shall not be impaired.

12. FORCE MAJEURE. Any delays in or failure of performance by NUS shall not constitute breach hereunder if and to the extent such delays or failures of performance are caused by occurrences beyond the reasonable control of NUS ("force majeure"). In the event that any event of force majeure, as herein defined occurs, NUS shall be entitled to a reasonable extension of time for performance of its Services.

13. INDEMNIFICATION. NUS shall defend and indemnify CLIENT from all claims, liabilities, demands, costs, expenses (including attorneys' fees) and causes of action arising out of third party claims for bodily injury (including death) and damages to tangible property to the extent caused by a negligent act or omission of NUS, its employee or subconsultant.

14. INSURANCE. During the term of this Agreement, NUS shall maintain insurance of the following types: (1) Workers' compensation in accordance with statutory requirements of the jurisdiction in which the Services are to be performed; (b) Employer's liability insurance in the amount of \$250,000; (c) Comprehensive General Liability Insurance subject to a limit for bodily injury and property damage combined in the amount of \$1,000,000 per occurrence; and (d) Automobile liability insurance subject to a limit for bodily injury and property damage combined in the amount of \$1,000,000 per occurrence.

15. ELECTRONIC MEDIA. (a) NUS may deliver electronic copies of documents or data ("Electronic Files") in addition to printed copies ("Hard Copies") for the convenience of CLIENT. CLIENT, its consultants, contractors and subcontractors may only rely on the Hard Copies furnished by NUS. If there is any discrepancy between any Electronic File and the corresponding Hard Copy, the Hard Copy controls. (b) CLIENT acknowledges that Electronic Files can be altered or modified without NUS' authorization, can become corrupted and that errors can occur in the transmission of such Electronic Files.

16. THIRD PARTY BENEFICIARIES. Except to the extent any claims alleging negligence are asserted directly against any NUS employee wherein such NUS employee shall be deemed a third party beneficiary to this Agreement and the protections in favor of NUS, there are no third party beneficiaries to this Agreement.

17. CLIENT OBLIGATIONS. CLIENT shall provide NUS full information regarding CLIENT's requirements for all Services and shall provide information regarding existing facilities, such as drawings, as-built drawings, legal description, easements, rights of way, agreements with any utilities, or any other information in CLIENT's possession which is necessary or useful in connection with the Services. CLIENT shall appoint a representative that will have the authority to make decisions on behalf of CLIENT regarding the Services. CLIENT shall make decisions regarding the Services in a timely manner.

18. DESIGN WORK PRODUCT. NUS owns all right, title and interest in all documents created or delivered by NUS under this Agreement, including but not limited to all plans, specifications, drawings, CAD files, electronic data, software programs and the source code (collectively the "Design Work Product"). CLIENT is granted the right to use the Design Work Product for itself and for its other contractors, subcontractors as needed for the use, occupancy or maintenance of the completed project. In the event this Agreement is terminated for any reason other than solely as a result of a material breach by NUS, CLIENT's right to use the Design Work Product automatically terminates without notice or further action of NUS. CLIENT shall



Task Order No. 1

NUS Project No. 2026P008: Effective Date: 3/3/2026

This Task Order is entered into on the effective date noted above pursuant to the "Master Professional Services Agreement" between the City of Bethel, Alaska ("Client") and Northern Utility Services LLC ("NUS"), dated March 3, 2026("Agreement"). The Agreement is incorporated herein and forms an integral part of this Task Order. However, in case of conflict, the terms of the Agreement shall control.

Services Authorized

Client authorizes NUS to perform the Services described as follows:

Evaluate Water Treatment and Distribution Systems for efficiency improvements associated with the physical plant, process, and maintenance management systems at both water plants. Prepare a report of findings including suggested improvements to workflow management and documentation.

Estimated time allotted to this Task Order is 45 hr max Utility Operator Support, 8 hr max Sr Consultant

Pricing

Time and Expense per the following rate schedule:

Professional Engineer:	\$195.00 per hr.
Engineering Tech:	\$177.00 per hr
Utility Operator:	\$160.00 per hr
Utility Operator Support: (Bethel Discount)	\$130.00 per hr
Sr Consultant:	\$200.00 per hr
Expenses: Cost Plus 20%	


Schedule

Services may commence on March 15, 2026 Services will cease by March 30, 2026.

Accepted for Client:

By: _____
Name: _____
Title: _____
Date: _____

Accepted for Northern Utility Services LLC:

By: 
Name: David Kranich
Title: Principal
Date: 3/3/2026

Recruitment and Hiring

Police Officer applications include internal candidates for the vacant Sergeant position and because the background vetting process typically takes longer than 60 days, there are additional applications still in review.

The average and median retention values reflect our current employees. Based on our NeoGov onboarding statistics, of the 60 new permanent hires onboarded during 2025, 25 were separated during the year and worked an average of 1.96 months.

Position Update * Indicates temp hire ** indicates app shared between multiple departments

Department	Budgeted FTEs FY26	Apps Received		Change		Vacancies	Average/ Median Retention (Years)
		Feb 26	Still in Review (aged less than 60 days)	Hired (Pending)	Separated (Promoted)		
Administration	4.25			1		0	5.15/1.96
Attorney	1					0	5.96
City Clerk	1.5					0	9.13
Finance	9	4	4	(1)	2	2	0.91/0.76
Parks and Rec	4 FT, 2 PT					1 FT, 2 PT	0.74/0.67
Planning	2					0	6.44
Port and Harbor	3					0	6.15/8.84
Public Safety							
<i>Admin</i>	5					0	.82/.8
<i>Dispatch</i>	6					0	4.2/.88
<i>Fire</i>	10	2	2	(1)		0	2.99/2.23
<i>Non-Sworn Patrol</i>	4	2	3			1	2.16/1.46
<i>Police Officers</i>	18	10	10+			5	3.45/1.9
Public Works							
<i>Admin</i>	2					0	8.94
<i>Hauled Services</i>	19	2	2	1* (2*)	1	14	10.33/9.24
<i>Shared Driver</i>	1					1	
<i>Refuse/Landfill</i>	3					0	10.98/5.06
<i>Streets/Roads</i>	5					1	6/6.07
<i>Prop Maintenance</i>	5	2	2			2	7.01/3.68
<i>Util Maint/Water</i>	9					1	7.89/.81
<i>Vehicles & Equip</i>	7	1				3	5.26/4.85
<i>Transit</i>	2.5					0	3.69/4.79
Unknown Job/Disqualified		5					
Total FTE	122.25	28		2 Perm.		32	4.76/1.76

Workplace Safety, Injuries and OSHA Notifications

Two workplace injuries were recorded during the month. Neither required OSHA notification. Five employees were on approved medical leave under Family Medical Leave (FMLA)/Alaska Family Leave (AFLA).

Community Parks & Recreation Report – February 2026

By: Department Director, Shane Iverson

Gym Expansion

- Crews have completed thermopile installation. They are now installing the pile caps.
- Parking lot is split into two sections, one for the project, the other for customer parking.
- Ongoing communications with project engineers & contractors.

Programming & Services

- Jesuit Volunteer Corp NW/AmeriCorps: In the process of matching/interviewing to fill the two positions for 2 JV positions for FY27; Aquatic Coordinator and Recreational Coordinator from now through June.
- Contracted with LKSD Migrant Education program to run swim lessons and camp during LKSD spring break.
- Certified Pool Operators course: Two FT staff started work on their CPO.
- We presented TWC with an 18-month lease/land disposal of the Teen Center after approval from the City Council. We are awaiting their signatures.
- Working with Kuskokwim Learning Academy to implement a Student Worker Program.
- Tai Chi group fitness classes were held for three weeks.
- K300 Fitness Challenge kicked off with 30 participants.
- Youth Swim Lessons: New 8-week season started Feb. 17th
- Video Instruction: Implemented video instruction using TV monitor and online videos. Test run with Senior Programming (weekdays 10AM) with plans to make available for checkout to public. TV donation from YKHC/YK Delta Lifesavers.

Dog Park

- Administration continued to look for documentation to the rights and ownership of Riverview Park. Finding none, we are planning to advance the proposed park ordinance while continuing the search.

Facilities

- Sprinkler system is fully operational again as of mid-February when Johnson Controls repaired the broken part. City installed a utility door in hopes of avoiding future freeze-ups/ bursts in that location (Original rupture occurred Saturday 1/10).
- We maintained consistent Rec Swim hours all 6 days per week.
- Pool & spa temps maintained, until the cold snap at the end of month which sent temperatures down gradually. Ideal Pool: 83-84F. Ideal Spa 103-104F.
- Operational again:
 - Camera security system (6/11 cameras).
 - Spa UV light
 - Women's Suitemate suit dryer.



City of Bethel

February 27, 2025

FROM: Planning Director

TO: Lori Strickler, City Manager

SUBJ: Planning Director’s February 2026 Report

February 2026 Events

- **Planning Commission:** On People to Be Heard, Juan Delgado spoke about concerns of nuisance properties and how people may be unfairly targeted. A discussion on nuisance properties was conducted.
- **YK Fitness Center Gym Expansion:** Physical piling work is ongoing.

• **Database Tracking Table:** **2026**

2025		Received this Month	Total Received for Year	Total Approved for Year
41	Residential Site Plan Permits	0	0	0
12	Commercial Site Plan Permits	0	0	0
2	Conditional Use Permits	0	0	0
0	Variances	0	0	0
1	Zoning Amendments	0	0	0
4	Plats	0	1 Replat	0

Summary Statement: The Planning Department completed the three (3) courses of workplace training hosted by the Director of Human Resources and presented by Target Solutions.

- **Abandoned and/or Junk Vehicles:** Weather conditions were not propitious to pursue this effort. Awaiting issue of citation booklets.
- **Vacancies:** Fully staffed.

Other Events:

1. **AC Store:** The second access ramp has been repaired and is now operational. I provided the State Fire Marshal's office with this update.
2. **BNC Condominium Project:** Bethel Contracting preparing a CUP for consideration by the Planning Commission.
3. **BCSF:** Civil design work by DOWL ongoing for a future food bank and some office spaces at 4th and Main Street (formerly owned by the International Pentecostal Holiness Church – Alaska).
4. **DOT:** Virtually attended group discussion and completed survey for Community Connectivity & Frontier Access Roads Long-Range Transportation Plan.

Large Projects:

1. **Ptarmigan Street Encroachments:** No updates.
2. **Ptarmigan Street Culvert Replacement:** Project slated for completion in 2026.
3. **City of Bethel Professional Housing Project:** No photos for February.
4. **Hazard Mitigation Plan:** Draft document was sent out to stakeholders to review on 2/27/26.
5. **Map Highlighting All City-Owned Properties:** In progress.
6. **Nuisance Abatement:** Updated spreadsheet link provided under separate cover due to size.

PORT OF BETHEL

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



To: Lori Strickler, City Manager
From: Edward Flores, Port Director
Subject: February 2026 Managers Report

- **Small Boat Harbor**

With the Small Boat Harbor being closed. There has been little to no activity in the harbor. In February, we maintained access to the parking lots by clearing snow. On the south side, we are down to just one vehicle: other than that, Napaimute Ent. Is utilizing part of the parking lot for heavy equipment to maintain the ice road. On the North side, port staff was able to make a trail to the new floats and down stack them off of the AML flats. Once they were empty, the flats were stacked up into two piles for ease of pick up this coming summer. This next month we will work on taking all the cleats and usable bolts, and steel off of the old floats before they are moved.

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

City Dock and Beach 1 have been quiet as of late. We currently have 2 crews working on freight and boats this month. As well as contractors looking to pick up freight. We are still behind on the snow removal at the city dock. We believe this task is vital to having a dry, workable dock in the late spring and moving into the summer months. Originally, I had said we would be done by mid-February. We were not able to accomplish this task. Our staff, as well as many others in the City, were helping the Water and Sewer Department to get services out to the public. I expect us to be caught up the dock snow removal by mid to late March.

- **Port Office**

The port office is running well. We have no issues with building. Building Maintenance continues to do daily checks on the building, with no problems. The Port Commission did not meet last month due to a lack of a quorum. Our next meeting is scheduled for March 16, 2025, at 7 p.m. This month we will be discussing charge rates for the Port, as well as going over our calendar for the 2026 year. We encourage the public to attend if they would like to know more about the Port.

- **Admin / misc.**

Storage should be completed by the second week of the month and billed after all calculations are complete. We have meet with BNC about property clearing down near beach 2. They have a large amount of land down that way. And are looking at the possibility of clearing it of brush. We have reached out the the State of Alaska Division of Natural Resources about the ADVs in Steamboat Slough. They have

provided us with a list of vessels they are aware of, as well as research they have compiled over the last two decades. We have also reached out to the local tribal organizations to see if they have any files on the vessels. We are currently working on finding vendors and preliminary numbers on what it would cost to automate our front gate as well as to replace the warehouse on the City Dock.



CITY OF BETHEL
POLICE/FIRE
 DEPARTMENT OF PUBLIC SAFETY

MONTHLY REPORT
 February 2026

POLICE

Personnel:

Current Staffing			
Position	Allocated	Staffed	Vacant
Community Safety Patrol	2	2	0
Community Service Officer	3	1	2
Administrative Assistant/Taxi Inspector	1	1	0
Dispatcher	6	6	0
Command Personnel	2	2	0
School Resource Officer	1	0	1
Peace Officers	17	13	4
Support Services Manager	1	1	0

Five Police Officer vacant positions are the (1) school resource officer, and (4) officers, There are 2 in the background process for hiring.

Operations:

	January 2026	February 2026	Difference	Year to Date
Calls	906	863	-43	1769
Assault	23	20	-3	43
Intoxicated Pedestrian Calls	124	125	+1	249
Driving Under Influence Calls	16	13	-3	29
Domestic Violence Calls	23	14	-9	27
Animal Calls	36	47	+11	83
Animal Bite Reports	0	0	0	0
Sexual Crime Reports	5	3	-2	8
Death Investigation Reports	4	0	-4	4
Traffic Accidents	2	14	+12	16

Assignments:

Began his duties as Deputy Chief – Police

Interviews were held for Deputy Chief – Fire and Katherine Revard was selected for the position and will begin working March 2, 2026.

Community Outreach:

Attended Saturday Market

Alaska Housing Finance Corporation Meeting

ONC wellness Conference Update meeting

Meeting with Korean Consulate

Meeting with YUUT Elinaurviat about planning conference for Bethel. A 4-day conference is planned for early June 1st in Bethel and will include 2 days of local cultural training for rural regional law enforcement personnel.

Arrangements for Camai Festival welcome and security.



FIRE

January 2026

Personnel:

Current Staffing			
Position	Allocated	Staffed	Vacant
Career Staffing	6	6	0
Deputy Chief	1	1	0
Lieutenant	4	4	0
TOTAL	11	11	
Volunteers	38	38	

Deputy Chief Katherine Revard assumed command of the Bethel Fire Department effective March 2, 2026

Operations:

	January 2026	February 2026	Difference	Year to Date
Calls	194	88	-106	282
Fire Calls	33	9	-24	42
EMS Calls	125	73	-52	198
Miscellaneous Calls	25			
Sobering Center Calls	10	2	-8	12
Winter House Calls	36	5	-31	41

Notable Fire Calls

On 2/27/2026 at 17:20 Firefighters responded to the report of smoke coming from a house. Firefighters observed a flame on the back side of the house and extinguished the flames then did an overhaul. The cause of the fire was determined to be from an unattended space heater.

Notable EMS Calls

On 02-01-2026 at 05:26 PM, Medics responded to the report of a stabbing. The patient was assessed and transported to the hospital.

On 02/14/2026 at 05:13 P.M., Medics responded to the report of childbirth. The patients were assessed and transported to the hospital.

On 02-28-2026 at 23:28, Medics responded to the report of Traumatic Injury. The patient was assessed and transported to the hospital.

Training

Career staff with some volunteers are enrolled in an advanced EMT class that is on Monday and Thursday from 5p.m. till 9 p.m. this is a free training put on by the instructor the class will be completed in April.

**COB Animal Shelter
February 2026**

Animal Calls Type	January	February	TOTAL
Stray Animals	36	11	47
Aggressive Animals	1 moose	1 fox (Rabies), 1 moose	3
Dog Bites	0	0	0
Animal Cruelty/Neglect	0	0	0
Nuisance Complaints	1 moose	0	1

Animal Intakes & Outcomes	January	February	TOTAL
Intake Dogs	15	20	35
Intake Cats	0	0	0
Returned to Owner	6	11	17
Adopted	0	1	1
Transferred to Rescue	9	8	17

Enforcement Compliance	January	February	TOTAL
Warnings	0	1	1
Citations	0	4	4

The February calls included a moose that was aggressive and put down. A fox was also euthanized that had attacked a dog and was tested to have rabies. Community notifications were made about the rabies.

The stray dog calls where officers were dispatched, the animal had left the area or they were not located. No determination of ownership for warnings possible.



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

MEMORANDUM

DATE: March 2, 2026
TO: City Manager
FROM: Bill Arnold, Public Works Director
SUBJECT: Manager's Report – Public Works Department

Programs/Divisions

Hauled Utilities: The team has been working long hours in extreme weather conditions. We finished the month almost caught up. Computer issues caused the wrong information to be printed on a several route sheets.

Utilities Maintenance:

Property Maintenance:
0 of 2 Temporary positions filled
2 of 4 FTE positions filled

Pool: Clean electronic eyes on boilers. Boilers to be cleaned in the summer to help with eyes getting dirty so fast. Add glycol to boiler system. Install access door from weight room to above outside vestibule to help with heating during winter. Work on unit heaters in crawl space. Work on glycol circulation pumps upstairs.

Chemical Storage Building: Clear snow to fuel tank.

Public Works Building: Build cross for cemetery. Repair urinal downstairs. Shovel snow all buildings. Clear snow from front of building. Work on southside overhead door.

City Hall: Make Keys for new employees. Go overheat trace issues with Premier. Unlock HR office so Jennifer can find employee records. Repair toilet next to IT office. Work on heater front entrance. Check heat trace under building and front entrance. Check generator to find out why it did not come on with power loss.

Fire Department: Repair wall mounted bay light. Repair damage to overhead door caused by ambulance.

Police Department: Work on shop boiler. Replace zone temperature controller. Work on shop

boilers. Work on water pump.

Utility Maintenance: Replace breaker for heat trace 6th Avenue.

Courthouse Building: Adjust temperature clerk's office. Hang blinds in planning office. Replace flags. Replace zone valve in DA office. Adjust temp in clerk's office. Adjust door to clerks' office. Repair flag clip on rope. Work on sprinkler system. Repair leaking toilet. Clear snow at fuel tank, generator, and rear door. Call Crowley to fill fuel tank. Add glycol to boiler system.

Transit Building: Clean unit heaters. Clear snow at fuel tank. Day tank empty. Prime lines and restart boilers.

Bethel Heights Lift Station: Check unit heater. Turn up temp.

Streets and Roads Building: Clear snow on side of building to allow access to fuel tanks.

Dog Pound: Work on dividing between kennels.

Landfill: Replace lock on landfill office door. Make key for gate lock. Land fill lost new lock to office door.

All City Buildings: Conduct daily building checks to find any issues and to prevent potential problems.

Road Maintenance: Road maintenance as usual nothing out of the ordinary.

Vehicles and Equipment: As usual servicing and repairing city vehicles and equipment.

Transit System: With February being a short month, Transit had a busy schedule with ridership for sure even with the cold snap we endured. The following is the numbers for the month; 816 Elders, 9 Youth, 126 Adults, 125 Disabled, & 1,075 Pass riders. 110 Day passes, 4 Adult & 1 Youth Month passes were purchased and \$1,216.00 for bus fares.

TS 2 logged 2,485 miles and used 343.148 gallons of fuel.

Landfill & Hauled Refuse: Hauled refuse brought in 77 loads of trash in February. The landfill received 6 loads of trash from other city trucks, 101 loads from private citizens and 637 cubic yards of trash from Commercial accounts. The landfill received 6 units that need the freon removed before they can be disposed of. We received 1 vehicle to dispose of in February.

MEMORANDUM

DATE: March 2, 2026
TO: Lori Strickler, Acting City Manager
FROM: John Sargent, Grant Manager



SUBJECT: Grant Manager’s Report for March 10, 2026 Bethel City Council Meeting

Loans in Play

Bethel Heights Water Treatment Plant Automation

City of Bethel signed the State Revolving Fund loan agreement that puts in play \$1,418,000 to upgrade the water treatment plant with a SCADA system. The loan is 100% forgivable.

City Subdivision Water Treatment Plant Automation

City of Bethel signed the State Revolving Fund loan agreement that puts in play \$1,369,000 to upgrade the water treatment plant with a SCADA system. The loan is 100% forgivable.

Grant Applications Submitted

FEMA Public Assistance Project – Glycol Leak

The documents and project description were submitted on the FEMA Grant Portal on February 10, 2026. The cost of the project is \$31,374.

Letter of Interest – Denali Commission

I prepared and submitted a Letter of Interest form to the Denali Commission in response to their grant opportunity for match money to be applied to transportation projects funded by grants. I asked for \$785,129 as match for the Akakeek, Ptarmigan, Delapp – Heavy Road Use project.

SRF Questionnaire – Jetter System

I submitted a State Revolving Fund Loan questionnaire to the State of Alaska, Department of Environmental Conservation and requested \$80,000 to purchase two dual cart gas jettors to thaw frozen sewer lines in Bethel Heights Subdivision in winter.

SRF Questionnaire – Water and Sewer System Assessment

I submitted a State Revolving Fund Loan questionnaire to the State of Alaska, Department of Environmental Conservation, and requested \$75,000 to pay a consultant to assess the city’s water and sewer system operations and find efficiencies/cost savings.

Senator Murkowski Congressionally Directed Spending Requests:

1. Bethel Community Center Expansion (Gym) (\$3,000,000)
2. City Cargo Dock East Wall Design (\$3,000,000)
3. Construction of Animal Control Center (\$300,000)
4. Port of Bethel Security Cameras & Lighting (\$360,000)

Grant Applications in Preparation

Community Safety Patrol

Due to the State's fiscal woes, the FY 27 grant amount is the same reduced amount of \$242,311, which means the grant will only fund two CSPs, not the typical three. Grant application is due March 24, 2026.

Public Assistance

I have weekly meetings with FEMA employees to discuss funding requests by the city related to the Typhoon Halong disaster. The city has three projects that meet the minimum \$4,000 threshold:

1. Use of transit vehicle to shuttle evacuees and other around town.
2. Use of F250 pickup truck by the Department of Homeland Security.
3. Use of Streets and Roads Shop as a warehouse.

EPA Grant for Removal of Derelict Vessels

The City decided to step back and re-evaluate the program and what it will take to remove one or more barges from Steamboat Slough. The city is gathering information to prepare a new budget that includes a project manager.

Transportation Alternatives Program

This grant is now open year-round for submissions. I will prepare an application for the trail project selected by the City Manager.

Current Grants

See list on the following pages.

City of Bethel Current Grants - March 2026

#	Grant	Amount	Expiration
1	Coronavirus Capital Project (CCP) Fund	\$ 9,000,000	12/31/2026
UIC installed all pilings for foundation of new construction.			
2	Denali Commission Grant	\$ 500,000	9/30/2026
Design and construction of Bethel Multiuse Community Center (gym, computer facilities). City charged \$317,757 to the grant and plans to close it with the next charge.			
3	CSP - DHSS FY 2025	\$ 242,311	6/30/2026
Grant Manager is preparing FY 27 CSP grant application. State kept grant amount at \$242,311.			
4	Designated Legislative Grant > Dust Control	\$ 1,200,000	6/30/2029
City will make more purchases with funding from this grant during summer 2026.			
5	VSW Capital Improvement Project Grant	\$ 13,860,000	6/30/2027
The City was awarded \$10,000,000 in additional funds to cover upcoming expenses. The City signed the grant agreement. DOWL has nearly all the easements needed for Phase 2 of the project.			
6	Last Frontier Housing Initiative	\$ 5,000,000	12/31/2026
Kuqo Construction is finishing up sthe professional housing units they are constructing in City Center. Kuqo Construction billed the grant 2,625,000 thus far out of the \$3,000,000 in project funds available.			
7	State Homeland Security Program Grant - SFY 25	\$ 9,000	9/30/2026
This grant will cover the cost of paying a trainer to come to Bethel to teach ICS-300, an Incident Command System course for first responders and municipal administrators who may play a role in a major emergency situation.			
8	Safe Streets 4 All Grant	\$ 52,800	11/8/2026
The City of Bethel reviewed the Task Order submitted by DOWL and provided feedback to DOWL.			
9	Justice Assistance Grant (JAG)	\$ 11,116	3/31/2026
The City asked for an extension on this grant in order to complete the project with funds from a federal earmark for the same purpose. Senator Murkowski's office announced that the City's request for \$70,000 was approved for this camera/card reader purchase. No JAG funds have been spent to date.			

10	Energy Efficiency and Conservation Block Grant (EEBG)	\$ 75,220	9/30/2026
Solar panel installation on YK Fitness Center. Project likely to begin once UIC begins construction of Bethel Community Center (gymnasium). Parks and Rec. Director assumed role of Project Manager for this grant.			
11	Rasmuson Foundation Grant	\$ 250,000	1/31/2026
This grant will cover part of the cost of constructing a new animal shelter in Bethel, once construction initiated. City requested a grant extension to October 31, 2026.			
12	Community Transit Operating Grant	\$ 184,131	6/30/2025
Transit Manager Evon Fox manages the daily operation of the transit system, handles all purchases, and completes monthly billing summaries and quarterly reports. FY 26 grant began July 1, 2025 and will run until June 30, 2026.			
13	QFC#2 Lift Station Improvements - SRF Loan /100% forgiven	\$ 1,072,500	TBD
City signed the loan agreement for an amount 10% greater than the amount originally approved.			
14	Bethel Heights Water Treatment Plant Automation - SRF Loan	\$ 1,418,000	TBD
100% forgiven. City signed loan agreement.			
15	City Subdivision Water Treatment Plant Automation - SRF Loan	\$ 1,369,000	TBD
100% forgiven. City signed loan agreement.			
16	Purchase of One Sewer Haul Truck - SRF loan /100% forgiven	\$ 315,009	TBD
Truck ordered from Sourcwell contract for less money than loan amount.			
17	Storm Disaster Relief - Alaska Community Foundation	\$ 200,000	NA
The foundation gave the City a check for \$200,000 to be used for general response and recovery from storm, including the lost revenue from allowing households with evacuees to not pay for water and sewer services.			

Total \$ 34,759,087

City of Bethel, Alaska

City Clerk's Office

Upcoming Meetings

March 10, 2026 Regular City Council Meeting 6:30 pm
March 24, 2026 Regular City Council Meeting 6:30 pm

City Clerk's Office

- Completed Exit reports for Council travel to the AML Winter Conference.
- The City Clerk was PTO February 27, 2026.
- Sent Representative Andy Josephson, Senator Lyman Hoffman, and Representative Nellie Jimmie a copy of Resolution 26-02: A Resolution By The Bethel City Council Supporting House Bill 25 Banning Polystyrene Packaging Statewide
- To prepare for the upcoming budget, reviewed the Clerk's Office staffing positions in other similar sized municipalities.
- The Alaska Municipal League (AML) will be hosting a regional roundtable discussion from 10am to 4pm on Monday, March 30th at the Yupiit Piciryarait Cultural Center in Bethel.
- Assisted the Planning Department in researching City Owned Property records.

Task	Period Total	YTD Total
Passport Appointments	5	18
Burial Permits/Reservations	-	6
Notary Services	3	6
Meeting Minutes Drafted	1	4
Resolutions Drafted	-	-
Ordinances Drafted	-	-
AM/IM/Proclamation Drafted	-	3

Committee/Commission Vacancies	Regular	Alternate
Community Parks and Recreation Committee	full	2
Planning Commission	full	1
Port Commission	1	2
Public Safety and Transportation Commission	1	2
Community Action Grant Technical Review Board	2	2
Public Works Committee	3	2
Finance Committee	1	2
Ethics Board	4	1



Apply and join a Committee
or Commission!
The City of Bethel has
open seats for:



- Port Commission- 1 regular seat, 2 alt seats
- Public Safety and Transportation Commission- 1 regular seat, 2 alt seats
- Community Action Grant
Committee- 2 regular seats, 2 alt seats
- Public Works Committee- 3 regular seats, 2 alt seats
- Finance Committee- 1 regular seat, 2 alt seats
- Ethics Board- 4 regular seats, 1 alt seat
- Community Parks and Recreation Committee- 2 alt seats
- Planning Commission- 1 alt seat



TO APPLY
Scan QR code

QUESTIONS?
contact the City Clerk at
cityclerk@cityofbethel.net
907-543-1384



CITY OF BETHEL
CITY ATTORNEY NEGOTIATED AGREEMENT (UPDATED)

This Updated Employment Agreement (Agreement) entered into this 16th day of March 2023, by and between the City of Bethel, Alaska, a municipal corporation, hereinafter referred to as "City" and Elizabeth M. Bakalar, an individual, hereinafter referred to as "Employee or City Attorney." Under this Agreement, the City offers, and Employee accepts, employment as City Attorney of the City.

Section 1 Duties

City has employed Elizabeth M. Bakalar as City Attorney of the City since March 16, 2020 to perform the functions, powers, and duties specified in AS 29.20.370 and the Bethel Municipal Code, as well as other legally permissible and proper duties and functions as the City Council from time to time assigns. City wishes to continue its employment relationship with Employee on these terms and the terms further outlined herein.

Employee shall faithfully perform the duties of City Attorney outlined in Title 29 of the Alaska Statutes, the Bethel Municipal Code, and other legally permissible and proper duties and functions that the Council shall from time to time assign. Furthermore, the Employee must be a member, and maintain membership, in good standing with the Alaska Bar.

Section 2 Term

Employee shall serve at the pleasure of the City Council and is an at-will employee of the City. Accordingly, nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Council to terminate the services of the Employee at any time, with or without cause, consistent with the laws of the State of Alaska and the City of Bethel, and the provisions set forth in Section 8 of this Agreement. The City shall comply with the City's insurance policy endorsement regarding any termination.

Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Employee to resign at any time from the position of City Attorney, subject only to those provisions set forth in Section 8 of this Agreement, and consistent with the laws of the State of Alaska and the City of Bethel.

Section 3 Salary and Benefits

Compensation. City agrees to compensate Employee an annual base salary of one-hundred-thousand-forty-nine-and-seven-hundred-and-three dollars (**\$149,703**) payable in installments at the same time that the other management employees of the City are paid. Employee's base salary shall be increased annually between zero (0) and three (3)

percent, dependent on the City's financial situation and at the discretion of the Council and as warranted by Employee's performance evaluation.

Health and Medical Benefits Insurance. Employee shall be allowed to participate in the City employee's life Insurance group coverage plan, Accidental Death & Dismemberment, Short Term, Long Term Disability, Dental, Vision and Health Insurance program equal to that which is provided to all other management employees.

Pension. The Employee will be enrolled in the Alaska Public Employees Retirement System (PERS) at a rate equal to that which is provided for all other employees of the City.

Personal Time Off (PTO). PTO shall accrue at the rate of twenty (20) hours per month of service. PTO can be accumulated up to a maximum accrual of three hundred fifty (350) hours. Employee shall use a minimum of One Hundred Sixty (160) hours per year. PTO should be requested two (2) weeks in advance. The City does not recognize or endorse "comp time." Unscheduled PTO shall be utilized only for the illness of the Employee or illness in the Employee's immediate family. Should the Employee be absent for more than three (3) consecutive working days due to illness, the Employee shall be required to provide a physician's certificate to the Mayor. PTO is a benefit with no cash value. PTO may not be cashed-in, borrowed against, or withdrawn at any time during or following employment.

Jury Duty. If Employee is called for jury duty or subpoenaed as a witness in court, leave shall be governed by BMC 3.60.070 (Court leave), as amended.

Holidays. All holidays recognized by the Employer shall be granted to the Employee. It is understood that from time to time, Employee's duties may require her to work on such holidays at no additional compensation.

Family Medical Leave. Employee may become eligible for family medical leave pursuant to federal and state law. Upon eligibility, Employee shall have all the rights and protections of the Family Medical Leave Act as any other regular full-time employee of the City.

Workers' Compensation. If the Employee is injured on the job, she will be entitled to compensation benefits as provided by the Alaska Workers' Compensation Act.

Administrative Leave. The Employee may be granted administrative leave with pay by a majority vote of the Council for reasons specified, including attendance at professional conferences.

Emergency Leave. The City agrees to grant the Employee up to forty (40) hours of leave for the death or serious illness of an immediate family member. For the purposes of this type of leave, Employee's immediate family member includes the spouse of Employee, child, son-in-law, daughter-in-law, parent, father-in-law, mother-in-law, sibling, or grandchildren.

Military Leave. Employee shall be entitled to military leave in accordance with State law, including but not limited to AS 39.20.340, and Federal law, including but not limited to USERRA.

Cell Phone. The City will provide Employee with a cell phone for use in the performance of her official duties. While some personal calls may occur, the cell phone is issued for City purposes and any information gathered or stored on the cell phone is subject to public disclosure. The Employee is responsible for any charges in excess of the basic monthly service fee.

Section 4 Hours, and Day of Work

The Employee's position requires the exercise of independent judgment on the part of the Employee and requires periods of extended work to exceed the normal workday and work week established by the Employer. The Employee will be available during regular business hours Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m. However, Employee will be expected to work whatever hours are needed based upon the demands of the job, to include participation in City Council meetings and, upon request, Board and Commission meetings. Employee is exempt from the overtime provisions of the Fair Labor and Standards Act, as amended, and is expected to engage in those hours of work that are necessary to fulfill the obligations of the Employee. Any time worked in excess of the normal hours in a day or week is not compensated or credited in any manner by the Employer.

Employee is required to account for all time worked in accordance with the City's current timekeeping policies and standards.

Section 5 Telework/Work from Home Requirements

The Employer agrees to employ Employee under an ongoing telework/work from home arrangement at the request of the Employee, and due to the Employee's convenience, unrelated to personal health.

Employee shall adhere to the City's IT policies and work with the IT Department to ensure secure remote operations and technological compatibility. It is the Employee's responsibility to protect and manage the records and information stored by Employee.

Employee agrees to travel to Bethel from time to time at the request of the City Manager, City Clerk, or City Council as necessary to fulfill Employee's duties under this Agreement and based on the needs of the City. Employer agrees to apply the same travel policies and reimbursements to this travel applicable to any other employee of the City traveling on official City business.

Section 6 Performance Evaluation

Employee shall be evaluated, in writing, annually on or about the anniversary date of hire.

Section 7 Outside Employment

Outside employment and business pursuits are prohibited unless first authorized by the Council. Any outside employment or business pursuits must occur while Employee is on leave and/or outside the regular business hours of the City. Notwithstanding the foregoing or any authorization by Council, the Employee is required to perform the duties of the Employee when the interests of the City require, without regard to regular work hours or days or the competing needs of the

Employee's outside employment or business pursuits. Any outside employment shall not interfere with Employee's duties under this Agreement, nor will it create any conflict of interest under either the BMC or the Alaska Bar Rules of Professional Conduct.

Section 8 Termination and Severance

Termination for Cause. If the Employee is terminated for cause, the Council shall include a statement of cause in a notification of termination of Employee.

Voluntary Resignation. If the Employee voluntarily resigns her position with the City, the Employee shall give the City thirty (30) days advance written notice.

Section 9 Notices

Notices shall be either hand delivered or sent by mail to the following:

EMPLOYER-CITY OF BETHEL
Attn: Mayor
P.O. Box 1388
Bethel, AK 99559

EMPLOYEE- Elizabeth M. Bakalar 128 Behrends Avenue Unit B, Juneau AK 99801

Section 10 General Provisions

Entire Agreement. The text herein shall constitute the entire agreement between both parties.

Modification. Any modification or amendment shall be enforceable only if approved by a majority vote of the Council in a duly convened public session and if transcribed to a written document signed by both parties.

Non-Assignability. Employee shall not assign or transfer any interest in this Agreement without the prior written consent of City.

Severability. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

Non-Waiver. The failure of the City at any time to enforce a provision of this Agreement shall in no way constitute a waiver of the provisions, nor in any way affect the validity of this Agreement or any part thereof, or the right of the City thereafter to enforce each and every protection herein.

Negotiated Agreement/Headings for Convenience. This Agreement is being executed by the parties following negotiations between them. It shall be construed according to the fair intent of the language as a whole, not for or against any party. The titles of sections in this Agreement are not to be construed as limitations or definitions, but are for identification purposes only.

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

provisions of this Agreement, the City Code or any other applicable state or federal law.

Governing Law. This Agreement shall be governed by the laws of the State of Alaska and the City of Bethel. Venue for any litigation shall lie in Bethel, Alaska. Employee expressly waives any rights she might otherwise have as provided in Alaska Rules of Civil Procedure to remove any action from Bethel, Alaska.

Section 11 Indemnification

In accordance with Bethel Municipal Code 2.48, as amended.

EMPLOYEE

Elizabeth M. Bakalar, Employee

Date: 3/15/23

CITY OF BETHEL


Rose Henderson, Mayor

Date: 3/21/23

**CITY OF BETHEL
CITY ATTORNEY ANNUAL EVALUATION MARCH 2026**

City Attorney: Libby Bakalar

<i>Rating: 5 = Excellent; 1 = Needs improvement</i>

<i>Interaction with City Council</i>	5	4	3	2	1
Keeps Council informed on legal issues concerning the City					
Provides professional advice in a clear, concise manner to Council on items requiring Council action					
Provides sufficient information to enable Council to make well-informed decisions					
Successfully translates Council directives into ordinances, policies or actions					
Provides unbiased, objective advice to Council					
Provides timely, accurate advice to Council					
Successfully negotiates and drafts contracts that meet the City's needs					
Attendance at City Council Meetings					
Availability for committee and commission meetings					
Provides Grammatically correct and internally consistent language in Ordinances					
Comments:					

CITY OF BETHEL
CITY ATTORNEY ANNUAL EVALUATION MARCH 2026

<i>Interaction with City Staff</i>	5	4	3	2	1
Provides professional advice in a clear, concise manner on items that are otherwise confusing to City staff					
Provides sufficient information to enable staff to act accordingly and communicate with their customers (public)					
Responds to staff questions in a timely, accurate fashion					
Provides unbiased, objective advice					
Provides concise, relative legal advice to staff allowing the staff to make confident work decisions and policies					
Comments:					

<i>Legal skills</i>	5	4	3	2	1
Knowledge of State and Federal law					
Knowledge of City law					
Ability to interpret and relate legal concepts					
Ability to research the law and clearly present research					
Comments:					

CITY OF BETHEL
CITY ATTORNEY ANNUAL EVALUATION MARCH 2026

<i>Litigation and Prosecutorial skills</i>	5	4	3	2	1
Provides sound legal representation for the City					
Exercises prosecutorial and defense functions justly and effectively					
Willingness to exercise prosecutorial and defense functions to meet needs of the City					
Comments:					

<i>Ethics and Communication</i>	5	4	3	2	1
Defends principle and conviction in the face of partisan influence and pressure					
Maintains high standards of ethics, honesty and integrity in all matters					
Effectively communicates with staff, Council and the public					
Writes clearly and concisely					
Expresses ideas and opinions in a forthright, logical manner					
Remains poised and calm in difficult situations					
Represents the City to the public in a positive light					
Comments:					

**CITY OF BETHEL
CITY ATTORNEY ANNUAL EVALUATION MARCH 2026**

Total Score: _____	Excellent:	
	Very Good:	
	Good:	
	Satisfactory:	
	Needs Improvement:	

CITY OF BETHEL
CITY ATTORNEY ANNUAL EVALUATION MARCH 2026

Reviewer's Comments/recommendations:

City Attorney Comments:

Reviewer's Signature

Date

City Attorney's Signature

Date