

CITY OF BETHEL

City Council Meeting Agenda, December 16, 2019 – 6:00 PM

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

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

Council Members: Mayor Perry Barr, Vice-Mayor Haley Hanson, Fred Watson, Alyssa Leary,
Mark Springer, Cece Franko, Michelle DeWitt



1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

5. APPROVAL OF AGENDA

6. UNFINISHED BUSINESS

- 6.1. AM 19-81: Issue Checks Totaling \$33,975 To Year 2, Quarter 4 Community Action Grant Awardees
(Acting City Manager Howell)

7. NEW BUSINESS

- 7.1. Resolution 19-17 Community Transportation Program Administration and Maintenance Funding Increase for Akakeek, Ptarmigan, and Delapp Streets- Heavy Use Road Improvement Projects
(Acting City Manager Williams)
- 7.2. Presentation of City Manager and City Attorney Candidate Finalists from GOV HR and Determination of Candidate Interview Process (Mayor Barr)

8. ADJOURNMENT

Posted December 12, 2019 at City Hall, AC Co., Swanson's, and the Post Office.

Kevin Morgan, Asst. City Clerk

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

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

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

City of Bethel Action Memorandum

Action memorandum No.	19-81		
Date action introduced:	December 10, 2019	Introduced by:	Acting City Manager Howell
Date action taken:		Approved	Denied
Confirmed by:			

Action Title: Authorize and approve City Administration to issue checks totaling \$33,975 to Year 2, Quarter 4 Community Action Grant awardees based on the Community Action Grant Technical Review Board's (CAGTRB) work on scoring applications and deciding how much to award each applicant.

Attachment(s): None.

Amount of fiscal impact:		Account information:
\$33,975	Funds in FY 2020 Budget	10-72-760

Summary Statement

The City of Bethel established the Community Action Grant Program (CAG) to allow community and individuals to request financial support for programs or events that contribute to the health, welfare, and overall quality of life for residents of Bethel, especially its most vulnerable populations. Funding for the program comes from 20% of the Alcohol Tax collected by the City. The Community Action Grant Technical Review Board was created to develop a process to solicit grant applications, review them, and recommend funding selections to City Council.

The Committee accepted and scored four applications received during the open application period: October 14, 2019 to November 13, 2019. The Committee met on November 19, 2019 and December 2, 2019 to score the applications and make the following funding recommendations:

Applicant Rank and Project Summary	Requested	Recommended Award
1. Library Jesuit Adult Services Coordinator Avg. score: 160 Jesuit Volunteer to work in the library and perform adult services from August 15, 2020 to July 31, 2021.	\$14,000	\$14,000
2. Skiku, Inc. Avg. score: 152 Purchase 20 sets of cross country skis, boots, bindings, poles for K-6 kids in Bethel schools and other outdoor ski supplies.	\$7,575	\$7,575
3. Bethel Community Services Foundation Avg. score: 132 Healing Through Music and Dance Program will purchase one looper, one Mackie1 sound system, and cover shipping and artist fees for on-site delivery of motivational interaction with youth.	\$12,000	\$5,000
4. After School Youth Art Studio Avg. score: 96 Art instruction and supplies for teens and younger children over several months.	\$15,720	\$7,400
Total		\$33,975



City
of
Bethel

Kevin Morgan <kmorgan@cityofbethel.net>

Suggested Amendment for CAG distribution

1 message

John Sargent <jsargent@cityofbethel.net>

Thu, Dec 5, 2019 at 12:29 PM

To: "cityclerk@cityofbethel.net" <cityclerk@cityofbethel.net>

Strikeout \$5,000 for Bethel Community Services Foundation amount to be given and insert \$6,000.

Strikeout \$7,400 for After School Youth amount to be given and insert \$4,500.

Change total to \$32,075 in several places where total appears.

--

John Sargent

Grant Manager

City of Bethel

PO Box 1388

Bethel, AK 99559

907-543-1386

jsargent@cityofbethel.net

CITY OF BETHEL

Resolution # 19-17

COMMUNITY TRANSPORTATION PROGRAM ADMINISTRATION AND MAINTENANCE FUNDING COMMITMENT INCREASE FOR AKAKEEK, PTARMIGAN, AND DELAPP STREETS- HEAVY USE ROAD IMPROVEMENT PROJECT

- WHEREAS,** in May of 2019 Bethel City Council adopted Resolution 19-03 authorizing Administration to initiate an application to the Alaska Department of Transportation and Public Facilities (ADOT&PF) for the Community Transportation Program to nominate a transportation project, that if funded, will be included in the Statewide Transportation Improvement Program (STIP) 2020-2023 as outlined in ADOT&PF's Community Transportation Program application packet for 2020-2023;
- WHEREAS,** the funding request was for Akakeek, Ptarmigan, and Delapp Streets - Heavy Use Road Improvement Project, this project would fund the rebuilding of of Akakeek, Ptarmigan from Lulu Heron to Delapp and all of Delapp;
- WHEREAS,** when the City initiated the application to ADOT&PF the City's estimated cost of the project was just over 1 million dollars;
- WHEREAS,** Bethel City Council adopted Resolution 19-03 confirming \$175,004 of matching funds available for the project;
- WHEREAS,** following the adoption of Resolution 19-03 a more detailed engineering review was completed by the City's Engineering firm which presented a project estimate of \$3,527,000;
- WHEREAS,** the Council, through the adoption of the 2020 Operating Budget designated \$500,000 for STIP Project or Gravel, this allocation was based off a project estimate of \$3,527,000;
- WHEREAS,** on December 10, 2019 ADOT&PF informed the City the project reevaluation estimate was \$7,271,462 requiring an increase of \$160,000 to the City's \$500,000 budgeted contribution;

Introduced by: Acting City Manager Howell
Date: December 16, 2019
Action:
Vote:

WHEREAS, the City is still going through the application process for the STIP project, funds for the project, if approved by ADOT&PF will not be needed until the FY 2021 or 2022 operating budget;

NOW, THEREFORE, BE IT RESOLVED the Bethel City Council does hereby authorize the increases to the City's funding match.

ENACTED DECEMBER 16, 2019 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Perry Barr, Mayor

ATTEST:

Lori Strickler, City Clerk

CTP

**Planning Estimate
Scope, Schedule and Estimate Confirmation**

Project Name: 009 YKD Akakeet, Ptarmigan, and DeLapp Streets - Heavy Use Road Improvements

Project Nomination Scope: The project will reconstruct three roadways utilizing non-frost susceptible techniques to improve drainage, safety, and pedestrian facilities.

Project Nomination	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Preliminary Engineering							
Utilities							
Right-of-Way							
Construction							
Total (1000s)							

Scope:

Project Costs:	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Preliminary Engineering	\$425	\$425					\$850
Utilities			\$75				\$75
Right-of-Way		\$100					\$100
Construction			\$6,246				\$6,246
Total (1000s)	\$425	\$525	\$6,321				\$7,271

Environmental Considerations:

Type of Document Anticipated: ☐ PCE ☒ CE ☐ EA ☐ EIS ☐ State Checklist

4(f) Involvement: ☐ Yes ☒ No

Increase Annual M&O Costs
Associated with Project:

Time to prepare
Environmental Document: 12-18 months.

Permits Required: None anticipated.

Right of Way
Considerations:

Utility Considerations:

Scope, Schedule & Estimate prepared by:



11/26/2019
Date

Scope, Schedule & Estimate approved by:


Preconstruction Engineer

11/27/19
Date



11-01-2019

PRELIMINARY PROJECT ESTIMATE

State of Alaska

Department of Transportation and Public Facilities

Project Name: YKD Akakeet, Ptarmigan, and DeLapp Streets - Heavy Use Road Improvements

CDs Route Number: 80036, 80040, and N/A

Project Length: 0.94 mile (total)

Highway or Region: Central Region

City/Village: Bethel

PD&E ID# 009

CDS Milepost: From: to:
From: to:

Functional Class: Major Collector, Minor Collector,
Local-Rural

☐ Current State FC
☐ Assumed

Existing Speed: unk. Units

☐ Based on posted speed
☒ Assumed

Proposed Speed: 35/25 Units mph

(Ptarmigan / Akeakak & Delapp)

Program/Funding: ☐ NHS ☒ CTP ☐ TRAAK ☐ TE ☐ Safety ☐ Other PSF

Purpose of Project & Origin of Request:

The purpose of the project is to reconstruct roads that serve high-density, low-income subdivisions.

Prepared By: Kristine Zajac

Date: 11/01/19

Checked By: Kim Satterfield

Date: 11/01/19

Attachments:

☐ Typical Sections

☐ Request for Estimate

Phase Estimates: ☐ Planning (Included in Construction Cost)
Environmental (Included in Construction Cost)

☐ Design

☐ Utilities

☐ ROW

☒ Construction

☒ Construction Admin. (Included in Construction Cost)

☐ Design Features

☒ Supplemental information

Issues & Assumptions

☐ 3R ☒ 4R ☐ Other

Construction:

Design:

This project would be a reconstruction project; which would improve safety, drainage, and pedestrian facilities with cost effective solutions. Reconstructing the roadways may be limited to the existing footprint per the Highway Preconstruction Manual.

Environmental:

The existing roads are in developed areas and the footprint will likely be minimized to the most practical extent. Additionally, the proposed surface will be aggregate and therefore should not drastically change the drainage properties from the existing embankment. After these considerations it is further assumed that a Categorical Exclusion (CE) document will be used for this project.

Maintenance:

Materials:

Planning:

Right-of-Way:

The design assumptions for this estimate propose a typical section that is limited to the same footprint of the existing roadways. This would allow minimal right-of-way impacts while still providing improvements.

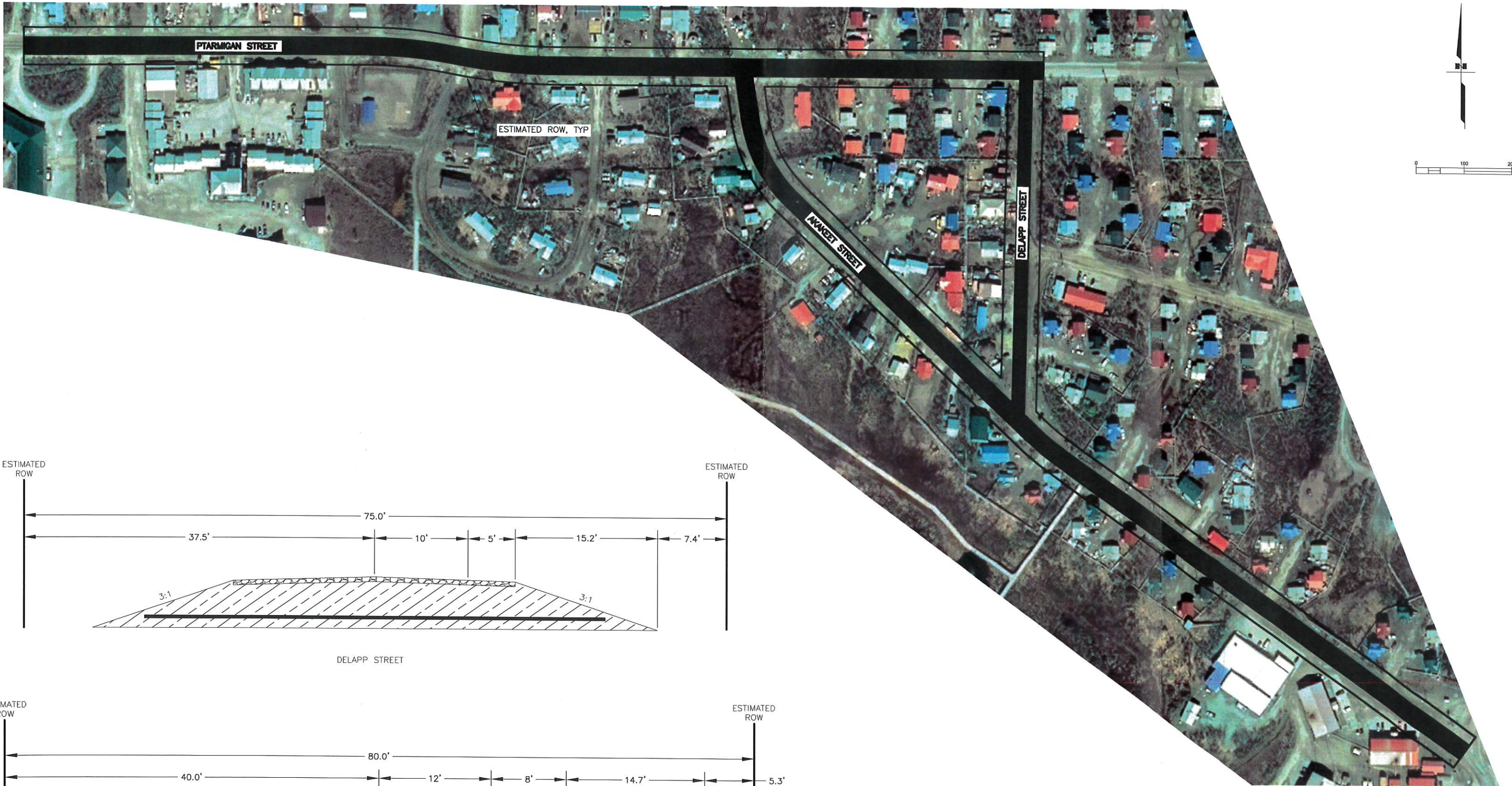
Traffic:

Utilities:

It is unknown where the utilities are in this area. It is assumed that the impacts are minimal since the design assumes construction within the existing roadway locations.

Name YKD Akakeek, Ptarmigan, DeLapp Heavy Use Road Improvements

No.	Pay Item	Units	Quantity	Price	Amount
202	Removal Items (all)	Lump Sum			
203(3)	Unclassified Excavation	CY	1	\$50,000.00	\$50,000
203(6X)	Borrow, Type X	Ton	947	\$30.00	\$28,400
301(1)	Aggregate Base Course, Grading D-1	Ton	86,128	\$35.00	\$3,014,470
603(17-X)	X Inch Pipe	LF	7,057	\$55.00	\$388,139
630(1)	Geotextile, Separation	SY	710	\$120.00	\$85,200
635(1)	Insulation Board	MBM	76,946	\$3.00	\$230,839
640(1)	Mobilization and Demobilization	Lump Sum	1,157	\$7.00	\$8,100
641(all)	Erosion & Sediment Control (all items)	Lump Sum	1	\$325,000	\$325,000
643 (all)	Traffic Maintenance and Control (all items)	Lump Sum	1	\$60,000.00	\$60,000
			1	\$15,000.00	\$15,000
		Subtotal			\$4,205,148
		All Other items (Assuming 20% remains)			\$841,030
		Bid Price			\$5,046,178
		Construction Engineering (15-20%)			\$756,927
		ICAP (7.64% of Bid Price + CE)			\$443,357
		Construction (Ph 4)			\$6,246,462
		Design (Ph 2)			\$850,000
		ROW (Ph 3)			\$100,000
		Utilities (Ph 7)			\$75,000
					86%
					12%
					1%
					1%
		Total Project Cost			\$7,271,462



PROJECT: AKAKEEK, PTARMIGAN, AND DELAPP STREET – HEAVY USE ROAD IMPROVEMENTS

LOCATION: BETHEL, AK

DESCRIPTION: THE PURPOSE OF THE PROJECT IS TO RECONSTRUCT ROADS THAT SERVE HIGH-DENSITY, LOW-INCOME SUBDIVISIONS. THE PROJECT WILL RECONSTRUCT THREE ROADWAYS UTILIZING NON-FROST SUSCEPTIBLE TECHNIQUES TO IMPROVE DRAINAGE, SAFETY, AND PEDESTRIAN FACILITIES.

City of Bethel Action Memorandum

Action memorandum No.	19-28		
Date action introduced:	April 9, 2019	Introduced by:	Peter Williams, City Manager
Date action taken:	April 9, 2019	☒ Approved	☐ Denied
Confirmed by:	KM		

Action Title: Direct Administration to complete and submit a Community Transportation Program project nomination by the May 15, 2019 deadline with the requisite cash match approved by City Council that will be reviewed, scored, and hopefully selected for inclusion in the Statewide Transportation Improvement Program (STIP) 2020-2023.

Attachment(s): (1) Resolution of Project Sponsorship (sample), (2) Map of Akakeek, Ptarmigan, Delapp Heavy Use Road Improvement Project, (3) STIP Project Evaluation Criteria, (4) City Streets and Roads Foreman's List of Bethel Road Projects.

Department/Individual:	Initials:	Remarks:
Administration / Peter Williams	PW	
Public Works / Bill Arnold	WA	
Finance / Christine Blake	CB	
Amount of fiscal impact:	Account information:	
	No fiscal impact at this time.	
	Requires funding in FY 2019 Budget.	
\$85,511	Requires funding in FY 2020 Budget.	
	TBD	

Summary Statement

The Alaska Department of Transportation and Public Facilities is calling for Community Transportation Program project nominations to be reviewed, scored, and potentially recommended for inclusion in the Statewide Transportation Improvement Plan (STIP) 2020-2023. This Action Memorandum was written with Administration's recommended road project for STIP nomination so that Council can concur or select an alternative. The deadline is May 15, 2019.

City Administration recommends that Bethel City Council direct Administration to pursue STIP funding to cover costs associated with the Akakeek, Ptarmigan, Delapp Heavy Use Road Improvement Project. The project calls for an engineer to design improvements to contiguous sections of Akakeek Street, Ptarmigan Street from Owl Road to Delapp Drive, and Delapp Drive and construct those hard-surface improvements. Pre-construction work and design are likely to include a geotechnology study, surveys, easement/right-of-way mapping, and environmental clearances. Construction of a gravel road will likely include removal of several feet of existing road material, application of geotextile fabric, polystyrene insulation, and non-frost susceptible fill.

14% \$175,004

The City must provide 9.03% of the project cost as cash match in order to qualify for STIP funding. The City can earn up to 8 additional points for cash contributions made over and above

the minimum 9.03% required. Using the City's engineer cost estimate of \$1 million per mile to construct a gravel road in rural Alaska, the City's proposed project would cost:

Linear Feet/Mile = 5,280 ft.

Project Linear Feet = 4,988 (rounded to 5,000 for simplicity)

Project Cost = $5,000 / 5,280 * \$1,000,000 = \$946,970$

City Cash Match = $\$946,970 * 9.03\% = \$85,511$

Bethel City Council will have to approve a resolution of project sponsorship like the one attached. The resolution, Long Range Transportation Plan Draft, and other supporting documents must be included in the City's application for maximum points in the *Public Support* criterion.

CITY OF BETHEL

Resolution # 19-03

PROJECT SPONSORSHIP FOR COMMUNITY TRANSPORTATION PROGRAM ADMINISTRATION AND MAINTENANCE COMMITMENT

- WHEREAS,** the City of Bethel has an opportunity to submit an application to the Alaska Department of Transportation and Public Facilities (ADOT&PF) for the Community Transportation Program to nominate a transportation project, that if funded, will be included in the Statewide Transportation Improvement Program (STIP) 2020-2023 as outlined in ADOT&PF's Community Transportation Program application packet for 2020-2023;
- WHEREAS,** the City of Bethel is participating as an eligible project sponsor in the ADOT&PF Community Transportation Program;
- WHEREAS,** federal monies are available under a Community Transportation Program, administered by ADOT&PF, for the purpose of creating and promoting the planning and development of transportation projects in Alaska;
- WHEREAS,** the City of Bethel acknowledges availability of the required match of no less than 9.03% of total project cost and agrees to contribute **\$175,004**;
- WHEREAS,** after appropriate public input and due consideration, the governing body of the City of Bethel recommends that an application be prepared and submitted to the State of Alaska for the Akakeek, Ptarmigan, and Delapp Streets - Heavy Use Road Improvement Project in the Bethel Heights Subdivision;
- WHEREAS,** the Akakeek, Ptarmigan, and Delapp Streets - Heavy Use Road Improvement Project includes the rehabilitation of Akakeek Street, Ptarmigan Street from Lulu Heron building to Delapp Drive, and all of Delapp Drive;
- WHEREAS,** the closure of Tundra Ridge Road in 2008 due to private property issues contributed to the heavy traffic on Ptarmigan, Akakeek, and Delapp Streets;
- WHEREAS,** in the dense housing area of the Bethel Heights Subdivision, a high number of pedestrians and bicyclists share the road with heavy trucks, automobiles, four-wheelers, and snowmachines;
- WHEREAS,** the poor condition of the road increases the risk of injury as users avoid potholes, puddles, flooded areas, and other users;

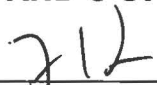
Introduced by: Acting City Manager Howell
Date: May 14, 2019
Action: Passed
Vote: 7-0

WHEREAS, the City of Bethel believes that significant road improvements involving design and construction from the base to the surface will yield tremendous safety benefits;

NOW, THEREFORE, BE IT RESOLVED that:

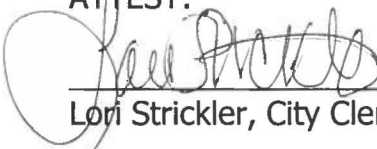
- Section 1. The City of Bethel, as project sponsor, does hereby authorize the City Manager to prepare, sign, and submit an application to the ADOT&PF for Community Transportation Program funds on behalf of the citizens of the City of Bethel.
- Section 2. The City of Bethel hereby assures the ADOT&PF that sufficient funding for the City of Bethel's matching contribution for the Akakeek, Ptarmigan, and Delapp Streets - Heavy Use Road Improvement Project is available.
- Section 3. The City of Bethel hereby assures the ADOT&PF that the City of Bethel will commit to the following:
- Ownership and management responsibilities of Akakeek Street, Ptarmigan Street and Delapp Street,
 - maintenance and operations responsibilities of Akakeek Street, Ptarmigan Street and Delapp Street, and
 - that sufficient funding for the Akakeek, Ptarmigan, and Delapp Streets - Heavy Use Road Improvement Project will be available to use over the life of the project.
- Section 4. The Bethel City Council of the City of Bethel supports the Akakeek, Ptarmigan, and Delapp Streets - Heavy Use Road Improvement Project and agrees, subject to available STIP funding and programming by ADOT&PF, to enter into a memorandum of agreement with the State of Alaska DOT&PF, in accordance with 17 AAC 05.175(I), for the design, construction, transfer, or maintenance of a STIP project pertaining to the Akakeek, Ptarmigan, and Delapp Streets - Heavy Use Road Improvement Project.

ENACTED MAY 14, 2019 BY A VOTE OF 7 IN FAVOR AND 0 OPPOSED.



Fred Watson, Mayor

ATTEST:



Lori Strickler, City Clerk