

# CITY OF BETHEL

## City Council Meeting Agenda, May 12, 2020 – 6:30 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, Alyssa Leary, Mark Springer, Cece Franko, Michelle DeWitt, Hugh Dymant



**Join meeting with computer video and/or audio.**

<https://us02web.zoom.us/j/83280658938?pwd=MOJLU1hKS25tazZrczFKaDQ5b3FQdz09>

**Join meeting with telephone audio.**

877 853 5257 US Toll-free

888 475 4499 US Toll-free

**Meeting ID: 832 8065 8938**

**Password: 458128**

### 1. CALL TO ORDER

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL

### 4. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

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

### 6. APPROVAL OF MEETING MINUTES

- 6.1. \*4-28-2020 Regular City Council Meeting Minutes

### 7. REPORTS OF STANDING COMMITTEES

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

### 8. SPECIAL ORDER OF BUSINESS

- 8.1. Recognizing Reyne Athanas For Her Induction Into The Alaska Women's Hall Of Fame (Council Member Franko)

### 9. UNFINISHED BUSINESS

- 9.1. Public Hearing Of Ordinance 20-10: Amending The Official Land Use Map Of Bethel By Adopting Both Residential And Neighborhood Commercial Zoning Designations To The Blue Sky Estates Subdivision Located On The North And South Side Of BIA Road (Planning Commission)
- 9.2. Public Hearing Of Budget Ordinance 19-11(p): Amending The City Of Bethel Fiscal Year 2020 Budget (City Manager Corazza)

Posted May 6, 2020. 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](mailto:cityclerk@cityofbethel.net) Phone 907-543-1384

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

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

- 9.3. Public Hearing Of Budget Modification 19-11 (n): Amending The FY20 Budget COVID-19 Expenses  
(Council Member Franko)

## **10. NEW BUSINESS**

- 10.1. \*Introduction Of Ordinance 20-11: Extending The Declaration Of Emergency Issued Through Ordinance 20-09 And Ordinance 20-08 (City Manager Corazza)
- 10.2. \*AM 20-13: Appointment Of Committee/Commission/Board Members. Peter A. Williams- Public Safety And Transportation Commission (Mayor Barr)
- 10.3. AM 20-14 Direct Administration To Revise The Bethel Municipal Code Sections Regulating Taxicab Operations In Bethel To Use Government-Inspected Meters And Require A One-Call Per Ride System (City Manager Corazza)
- 10.4. \*AM 20-15 Direct Administration To Negotiate And Execute A Service Agreement With Company A Selected By The Proposal Review Committee To Provide Remote Technical (IT) Support Services To The City Of Bethel Over A Five-Year Period (City Manager Corazza)
- 10.5. \*IM 20-06: Presentation Of The City's Water And Sewer Services Expenditures Compared To Budget From July 1, 2019 To April 30, 2020 – Utilities Maintenance – Water And Wastewater Activity Report (City Manager Corazza)

## **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)(1), Matters, The Immediate Knowledge Of Which Would Clearly Have An Adverse Effect Upon The Finances Of The City- Haroldsen Subdivision (City Manager Corazza)

## **14. ADJOURNMENT**

Posted May 6, 2020. 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](mailto:cityclerk@cityofbethel.net) Phone 907-543-1384

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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 April 28, 2020 at 6:30 p.m., in the Council chambers, Bethel, Alaska.

Mayor Barr called the meeting to order at 6:30 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

|                                                                                                                                                                                                                                                                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Comprising a quorum of the Council, the following members were present:</b>                                                                                                                                                                                                                                                     |
| Council Member Cece Franko (telephonically)<br>City Council Member Alyssa Leary (telephonically)<br>City Council Member Mark Springer (telephonically)<br>City Council Member Michelle DeWitt (telephonically)<br>City Council Member Hugh Dymont (telephonically)<br>Vice-Mayor Haley Hanson (telephonically)<br>Mayor Perry Barr |
| <b>Members Absent:</b>                                                                                                                                                                                                                                                                                                             |
|                                                                                                                                                                                                                                                                                                                                    |
| <b>Also in attendance were the following:</b>                                                                                                                                                                                                                                                                                      |
| City Manager Vinny Corazza, City Clerk Lori Strickler, City Attorney Libby Bakalar (telephonically)                                                                                                                                                                                                                                |

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

Mary Simon-Identified that area around her house is flooding, it does almost every year.

Naim Shabani, As the Co-Owner of Kukso Cab company- spoke in favor of the continuation of the COVID-19 emergency order for taxi cabs and the adjusted rate. Requested the Council consider introducing an ordinance to amend the cab rate.

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

Main Motion: Approve the Consent and Regular Agenda.

|              |                                                                                                   |
|--------------|---------------------------------------------------------------------------------------------------|
| Moved by:    | Mark Springer                                                                                     |
| Seconded by: | Michelle DeWitt                                                                                   |
| In favor:    | Perry Barr, Cece Franko, Haley Hanson, Alyssa Leary, Mark Springer , Michelle DeWitt, Hugh Dymont |
| Opposed:     | None                                                                                              |
| Results:     | Motion Carries                                                                                    |

## 6. APPROVAL OF MEETING MINUTES

**Item 6.1.** - \*4-9-2020 Special City Council Meeting  
*Passed on the consent agenda.*

**Item 6.2.** - \*4-14-2020 Regular City Council Meeting  
*Passed on the consent agenda.*

## 7. REPORTS OF STANDING COMMITTEES

**Item 7.1.** - Committee/Commission/Boards Agendas And Draft Meeting Minutes  
 Port Commission, Hugh Dymont-  
 A meeting will be held tomorrow evening.

Planning Commission, Vice- Mayor Hanson-  
 A meeting will be held on May 14.

Community Action Grant Technical Review Board, Mayor Barr-  
 A meeting will be held in June. The application period will open May 1st.

Parks, Recreation, Aquatic Health and Safety Center Committee, Council Member DeWitt-  
 A meeting has not been held since the last City Council Meeting.

Finance Committee, Council Member Franko-  
 The Committee met last night and discussed the business licensing fee and the sales tax application and the senior exemption card.

Public Works Committee, Council Member Leary-  
 A special meeting will be held on May 5th to talk about the billing issues with the utilities. The committee will continue to hold meetings to evaluate the utility services.

Public Safety and Transportation Commission, Council Member Springer-  
A meeting cannot be held due to a lack of a quorum.

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

**Item 8.1.** - Fiscal Year 2019 Audit Report From Altman, Rogers And Co. (City Manager Corazza)

## **9. UNFINISHED BUSINESS**

## **10. NEW BUSINESS**

**Item 10.1.** - \*Introduction Of Ordinance 20-10: Amending The Official Land Use Map Of Bethel By Adopting Both Residential And Neighborhood Commercial Zoning Designations To The Blue Sky Estates Subdivision Located On The North And South Side Of BIA Road (Planning Commission)

*Passed on the consent agenda.*

**Item 10.2.** - \*Introduction Of Budget Ordinance 19-11(p): Amending The City Of Bethel Fiscal Year 2020 Budget (City Manager Corazzo)

*Passed on the consent agenda.*

**Item 10.3.** - \*AM 20-12: Appointment of Committee/Commission/Board members. Rose Henderson- Parks, Recreation, Aquatic Health and Safety Center Committee. Peter A. Williams- Port Commission (Mayor Barr)

*Passed on the consent agenda.*

**Item 10.4.** - \*IM 20-05: Presentation Of The City's Water and Sewer Services Expenditures Compared To Budget From July 1, 2019 To March 31, 2020 – Utilities Maintenance – Water and Wastewater Activity Report (City Manager Corazzo)

*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 Barr-  
Congratulated the Bethel Regional High School Graduates.

Vice-Mayor Hanson-  
Mentioned the weather has been refreshing; it is nice outside.

Council Member Leary-  
It is good to see the community members getting out and starting to clean up the community. Challenged every household to try to pick up at least one bag of trash. Spoke with a resident at Mission and First Avenue, near the Lion's Club there is a vehicle obstructing the road. There are additional drainage issues all over the community.

Council Member Franko-  
Encouraged the public to continue social distancing even with the nice weather.

Council Member Springer-  
This summer, more than with previous summers, we need to get ready for winter. There is a suggestion that we could see a fall time breakout of COVID-19. Bethel is doing a good job at following social distancing and wearing masks. Mentioned his hope that the surrounding communities will begin allowing travel to Bethel without restrictions so that people can go to the hospital. It is dust season. The best way to reduce dust is going slower on the road. May 7th is graduation day for Mount Edgecumbe High School; this is going to be done online, Wished all of the graduates well.

Council Member DeWitt-  
Received a lot of calls and concerns related to the conditions of the road. Hopes the Administration will work on a plan to improve access points when the roads become so

poor.

Council Member Dymont-

Thanked Council Member Springer for bringing up the Simon property.

Commended Janelle Vanasse for her work at Mt. Edgecumbe and making sure the kids were able to fly safely home. Hoped the Administration works hard at ensuring our Financial Audit findings are correct for the next audit. Addressed the possible flooding the community may soon be facing.

### **13. EXECUTIVE SESSION**

Motion to move into Executive Session in accordance with AS 44.62.310 (C)(1): Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity and AS 44.62.6310 (C)(4): matters involving consideration of government records that by law are not subject to public disclosure- Maczynski V. City Of Bethel (4BE-18-I65-CI); Hackeney V. City Of Bethel (4BE-20-00080CI); Faulkner Walsh Contractors (4BWE-16-00034CI); Potential Litigation C. Sharp V. City of Bethel. Those participating in the Executive Session with City Council will be City Clerk, City Attorney and City Manager.

|              |                                                                                                   |
|--------------|---------------------------------------------------------------------------------------------------|
| Moved by:    | Mark Springer                                                                                     |
| Seconded by: | Michelle DeWitt                                                                                   |
| In favor:    | Perry Barr, Cece Franko, Haley Hanson, Alyssa Leary, Mark Springer , Michelle DeWitt, Hugh Dymont |
| Opposed:     | None                                                                                              |
| Results:     | Motion Carries                                                                                    |

**Item 13.1.** - In Accordance With AS 44.62.310 (C)(1): Matters, The Immediate Knowledge Of Which Would Clearly Have An Adverse Effect Upon The Finances Of The Public Entity And AS 44.62.6310 (C)(4): Matters Involving Consideration Of Government Records That By Law Are Not Subject To Public Disclosure- Maczynski V. City Of Bethel (4BE-18-I65-CI) (Mayor Barr)

**Item 13.2.** - In Accordance With AS 44.62.310 (C)(1): Matters, The Immediate Knowledge Of Which Would Clearly Have An Adverse Effect Upon The Finances Of The Public Entity And AS 44.62.6310 (C)(4): Matters Involving Consideration Of Government Records That By Law Are Not Subject To Public Disclosure-Hackeney V. City Of Bethel (4BE-20-00080CI) (Mayor Barr)

**Item 13.3.** - In Accordance With AS 44.62.310 (C)(1): Matters, The Immediate

Knowledge Of Which Would Clearly Have An Adverse Effect Upon The Finances Of The Public Entity And AS 44.62.6310 (C)(4): Matters Involving Consideration Of Government Records That By Law Are Not Subject To Public Disclosure- Faulkner Walsh Contractors (4BWE-16-00034CI) (Mayor Barr)

Motion to direct the City Attorney to negotiate a settlement with Faulkner Walsh Contractors.

|              |                                                                                                   |
|--------------|---------------------------------------------------------------------------------------------------|
| Moved by:    | Mark Springer                                                                                     |
| Seconded by: | Hugh Dymont                                                                                       |
| In favor:    | Perry Barr, Cece Franko, Haley Hanson, Alyssa Leary, Mark Springer , Michelle DeWitt, Hugh Dymont |
| Opposed:     | None                                                                                              |
| Results:     | Motion Carries                                                                                    |

**Item 13.4.** - In Accordance With AS 44.62.310 (C)(1): Matters, The Immediate Knowledge Of Which Would Clearly Have An Adverse Effect Upon The Finances Of The Public Entity And AS 44.62.6310 (C)(4): Matters Involving Consideration Of Government Records That By Law Are Not Subject To Public Disclosure- Potential Litigation C. Sharp V. City Of Bethel (Mayor Barr)

## 14. ADJOURNMENT

Main Motion: Adjournment.

|              |                                                                                                   |
|--------------|---------------------------------------------------------------------------------------------------|
| Moved by:    | Mark Springer                                                                                     |
| Seconded by: | Haley Hanson                                                                                      |
| In favor:    | Perry Barr, Cece Franko, Haley Hanson, Alyssa Leary, Mark Springer , Michelle DeWitt, Hugh Dymont |
| Opposed:     | None                                                                                              |
| Results:     | Motion Carries                                                                                    |

*Meeting ended at 9:06 p.m.*

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Perry Barr, Mayor

ATTEST:

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Lori Strickler, City Clerk





# City of Bethel Police Dept.

PO Box 809  
Bethel, AK 99559  
Office| 543-3781 Fax| 543-5086

**PUBLIC NOTICE**  
**REGULAR MEETING OF THE**  
**PUBLIC SAFETY & TRANSPORTATION COMMISSION**  
**WEDNESDAY, May 06, 2020 –6:30 p.m.**  
**300 STATE HIGHWAY – CITY COUNCIL CHAMBERS**  
**AGENDA**

---

**Members**

Madelene Reichard  
*Chair*

Mark Springer  
*Council Representative*

Azara Mohammadi

**Ex-Officio Members**

Amy Davis  
*Acting Police Chief*

William Howell  
*Fire Chief*

Jesslyn McGowan  
*Recorder*

"The Public Safety and Transportation Commission does not have enough people appointed to the body to hold their regular meeting. If you are interested in volunteering please go to the City's website [www.cityofbethel.net](http://www.cityofbethel.net) to get more information.

*Jesslyn McGowan*

Jesslyn McGowan, Recorder

POSTED on April 29, 2020

POST OFFICE, AC QUICKSTOP, CORINA'S CASE LOT, CITY HALL, & POLICE DEPT.

Next Public Safety and Transportation Commission Meeting will be **June 03, 2020**

*"Deep Sea Port and Transportation Center of the Kuskokwim"*



*City of Bethel Proclamation*  
**Recognizing Reyne Athanas for Her  
Induction into the Alaska Women's Hall of Fame**

**WHEREAS,** on April 28, 2020, Reyne Athanas was inducted into the Alaska Women's Hall of Fame and is recognized as being an advocate for the arts, an innovator, and a role model for women;

**WHEREAS,** Reyne began her career with the Lower Kuskokwim School District in 1973, and soon recognized the art program lacked a significant piece of the Yupik culture, so she expanded the art program and began bringing native artists to teach students soapstone carving, mask making, beading, and other native arts;

**WHEREAS,** an advocate for women's rights and a teacher, Athanas recognized there were no female coaches in the school and as a way to ensure young women saw women in leadership positions became the high school girls' volleyball coach for ten years, receiving the Alaska Coach of the Year award twice;

**WHEREAS,** Reyne is an innovator and an activist, and has dedicated her life to growing the arts and protecting women's rights, as observed by her years of volunteerism and advocacy:

- In 1974, Reyne was a founding member of the Tundra Women's Coalition (TWC), a domestic violence and sexual assault shelter and now one of the largest providers of these services in the state;
- Since 1980, Athanas has been a board member of the Bethel Council on the Arts, supporting and fostering art related activities through a number of events to include the Camai Dance Festival which draws performer and audiences from all over the world;
- Reyne has been a board member of the Kuskokwim Art Guild since 2003, expanding education and interest in the arts throughout the region and sponsoring a Gift Shop for artists to sell their work;
- Athanas is a founding member of the National Museum for Women in the Arts, Washington, D.C., the only major museum dedicated to celebrating women's achievements in the arts;
- Reyne presented an opportunity for regional artists to sell their goods when she created the Bethel Saturday Market, a market place that invites the public to view and purchase items from local vendors;
- Reyne played an integral role in the development of Best in the West, a local start up business competition designed to help small business owners gain knowledge and funding;
- Reyne established the Taste of Bethel, an annual celebration of food where community members prepare dishes from all over the world and share them with the community;

**WHEREAS,** Reyne, as an educator at heart, a passionate visionary, and a community leader has dedicated her life to growing the art world and instilling passion for the arts in others so people of all ages now have the opportunity to learn and experience all kinds of art, from summer youth art camps to adult workshops to international performances;

**WHEREAS,** Reyne is joining two other women from Bethel who were previously inducted into the Alaska Women's Hall of Fame, Mary Ciuniq Pete, Beverly "Kikikaaq" Hoffman.

**THEREFORE,** the Bethel City Council, does hereby recognize Reyne Athanas for her induction to the Alaska Women's Hall of Fame and thanks her for her work in helping make Bethel an amazing place to live.

Signed this 12<sup>th</sup> day of May 2020.

\_\_\_\_\_  
Perry Barr, Mayor

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

Introduced by: Planning Commission  
Date: April 28, 2020  
Public Hearing: May 12, 2020  
Action:  
Vote:

## CITY OF BETHEL, ALASKA

### Ordinance #20-10

**AN ORDINANCE BY THE BETHEL CITY COUNCIL AMENDING THE OFFICIAL LAND USE MAP OF BETHEL BY ADOPTING BOTH RESIDENTIAL AND NEIGHBORHOOD COMMERCIAL ZONING DESIGNATIONS TO THE BLUE SKY ESTATES SUBDIVISION LOCATED ON THE NORTH AND SOUTH SIDE OF BIA ROAD, SECTIONS 11 AND 12 OF TRACT 41, TOWNSHIP 8 NORTH, RANGE 72 WEST, SEWARD MERIDIAN, BETHEL ALASKA, TO INCLUDE:**

**RESIDENTIAL (North side of BIA Road)**

**BLOCK 1     LOTS 1 TO 33**  
**BLOCK 2     LOTS 1 TO 11**  
**BLOCK 3     LOT 1**  
**BLOCK 4     LOTS 1 TO 16**  
**BLOCK 5     LOTS 1 TO 8**  
**BLOCK 6     LOTS 1 TO 7**

**NEIGHBORHOOD COMMERCIAL (South side of BIA Road)**

**BLOCK 7     LOTS 1 TO 3**

**WHEREAS,** A condition of the May 11, 2017 Preliminary Plat approval by the Planning Commission is to have the Planning Commission recommend to the City Council a zoning designation to the Blue Sky Estates Subdivision before Final Plat Approval. The Blue Sky Estates Subdivision is currently an un-zoned subdivision located inside the City of Bethel boundaries, and

**WHEREAS,** Bethel Municipal Code (BMC) Section 18.04.050A (Zoning Jurisdiction) states the territorial jurisdiction under this title shall include all lands located within the corporate limits of the city. The provisions of this title shall apply equally to private and public property except to the extent prohibited by law;

**WHEREAS,** BMC Section 18.04030B (Zoning Application) states that no structure or land shall be used or occupied and no structure or part thereof shall be erected, moved, or altered except in conformity with the provisions of this Title;

Introduced by: Planning Commission  
Date: April 28, 2020  
Public Hearing: May 12, 2020  
Action:  
Vote:

**WHEREAS,** the Bethel City Planning staff performed a windshield survey of the abutting Larson Subdivision neighborhoods and counted 52 single family residences (74%), six duplexes (8%), two properties with a residential garage only (2%), and 11 vacant lots (16%), and determined the subdivision to be predominantly residential;

**WHEREAS,** BMC Section 18.32.010 states the intent of the residential district is to provide protection to residential areas from encroachment from nonresidential activities;

**WHEREAS** the intent of the Neighborhood Commercial District is to establish and maintain places for limited retail sales and services that are accessible and convenient to nearby residents. The NC district is applied to areas serving only a limited, local market and is intended to permit only those uses which do not create adverse impacts that are incompatible with nearby residences;

**WHEREAS,** the Planning Commission held a public hearing on Thursday, March 12, 2020 for the purpose of bringing the Subdivision into compliance with BMC Sections 18.04.050(A) and 18.04.50(B), and determined:

1. Applying a Residential Zone designation to the subdivision would be consistent with existing residential development on the north side of BIA Road, and
2. Applying a Neighborhood Commercial Zone designation to three lots on the south side of BIA Road will not be detrimental to Blue Sky Estates residences and nearby Larson Subdivision residences to the north because of the BIA Road acting as a buffer. A 3.77 acre lot designated as open space will buffer the three NC lots from the Tanqik Subdivision, to the east.
3. Applying a Residential Zoning designation to 96% of Blue Sky Estates Subdivision lots is consistent with the City of Bethel Comprehensive Plan 2035, in which the Future Land Use Map designates the Blue Sky Estates Subdivision as being in the Residential Zone. Action 1b under Land Use Compatibility designates the Blue Sky Estates Subdivision area to be a "low density residential area" and should be generally limited to residential uses.

Introduced by: Planning Commission  
Date: April 28, 2020  
Public Hearing: May 12, 2020  
Action:  
Vote:

**WHEREAS,** the Planning Commission recommends to the City Council to approve a zoning map amendment to the Official Land Use Map of Bethel that will apply Residential and Neighborhood Commercial zoning designations to the Blue Sky Estates Subdivision located on the north and south sides of BIA Road, Sections 11 and 12 of Tract 41, Township 8 North, Range 72 West, Seward Meridian, Bethel Alaska, to include:

**RESIDENTIAL (North side of BIA Road)**

BLOCK 1      LOTS 1 TO 33  
BLOCK 2      LOTS 1 TO 11  
BLOCK 3      LOT 1  
BLOCK 4      LOTS 1 TO 16  
BLOCK 5      LOTS 1 TO 8  
BLOCK 6      LOTS 1 TO 7

**NEIGHBORHOOD COMMERCIAL (South side of BIA Road)**

BLOCK 7      LOTS 1 TO 3

**THEREFORE BE IT ORDAINED by the City Council of Bethel, Alaska, that:**

The Official Land Use Map of Bethel shall be amended to show a Residential Zone designation for the 75 Blue Sky Estates Subdivision properties located on the north side of BIA Road to include:

**RESIDENTIAL**

BLOCK 1      LOTS 1 TO 33  
BLOCK 2      LOTS 1 TO 11  
BLOCK 3      LOT 1  
BLOCK 4      LOTS 1 TO 16  
BLOCK 5      LOTS 1 TO 8  
BLOCK 6      LOTS 1 TO 7, and

The Official Land Use Map of Bethel shall be amended to show a Neighborhood Commercial Zone designation for the three (3) Blue Sky Estates Subdivision properties located on the south side of BIA Road to include:

**NEIGHBORHOOD COMMERCIAL**

BLOCK 7      LOTS 1 TO 3,

Introduced by: Planning Commission  
Date: April 28, 2020  
Public Hearing: May 12, 2020  
Action:  
Vote:

Sections 11 and 12 of Tract 41, Township 8 North, Range 72 West, Seward Meridian, Bethel Alaska.

**SECTION 1. Classification.** This ordinance is of a permanent nature and shall be shown on the Official Land Use Map of Bethel as Residential and Neighborhood Commercial.

**SECTION 2. Effective Date.** This ordinance shall become effective immediately upon passage by the City Council.

**ENACTED THIS 12th DAY OF MAY 2020, BY A VOTE OF \_\_\_IN FAVOR AND \_\_\_  
OPPOSED**

\_\_\_\_\_  
Perry Barr, Mayor

ATTEST:

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



(PROPOSED) ZONING MAP for BLUE SKY ESTATES

RESIDENTIAL DISTRICT (R DISTRICT)

NEIGHBORHOOD COMMERCIAL DISTRICT (NC DISTRICT)

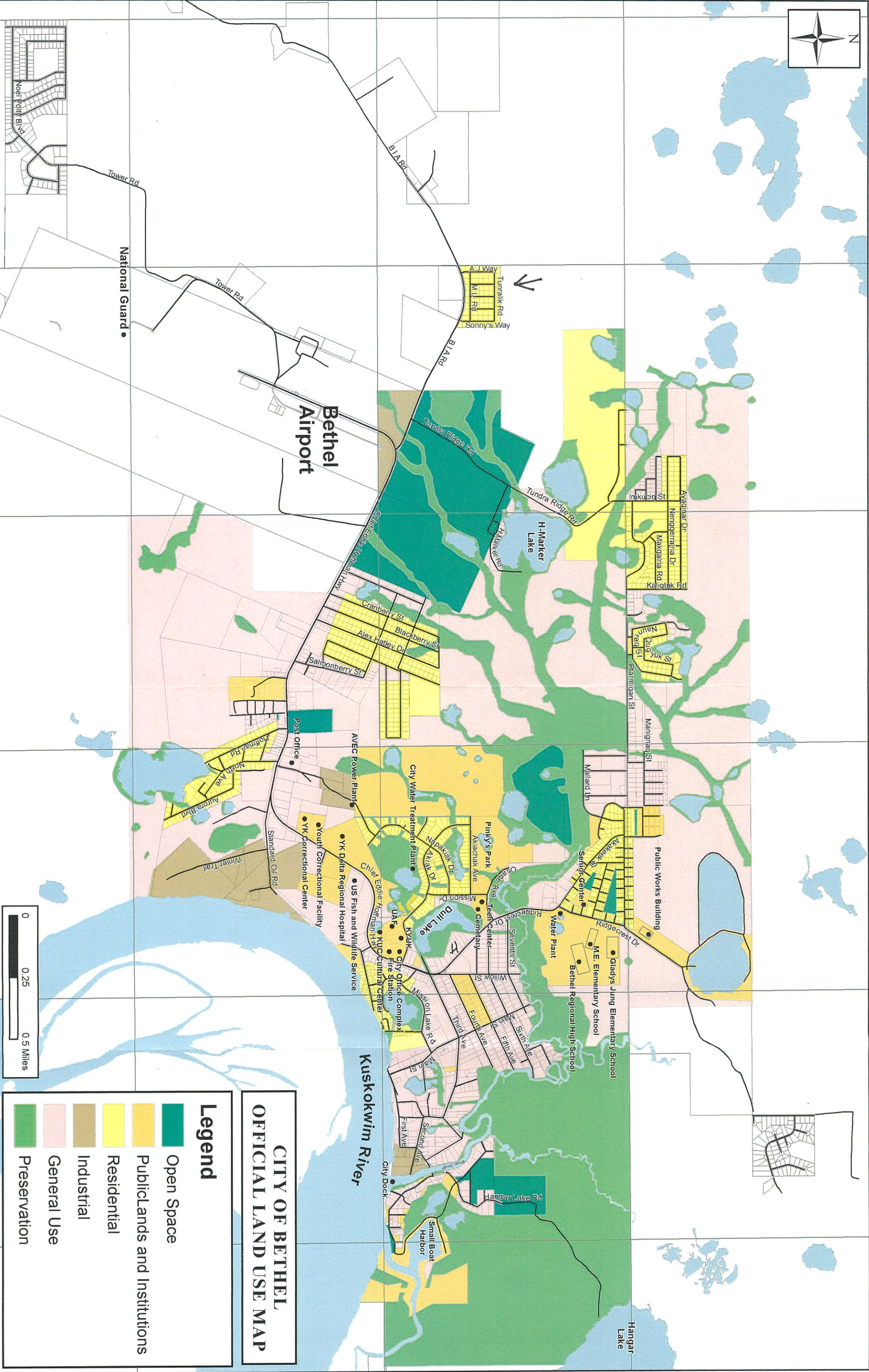
**LEGEND**

- RECOVERED BLM/GLO MONUMENT
- RECOVERED PRIMARY MONUMENT
- RECOVERED SECONDARY MONUMENT
- SET PRIMARY MONUMENT (SEE TYPICAL SHEET 1)
- BLM MONUMENT OF RECORD SEARCHED FOR, NOT FOUND
- SET NEBA SEE TYPICAL AND NOTE 1, SHEET 1
- BLOCK IDENTIFIER

SECTION 11 & 12, TOWNSHIP 8 NORTH, RANGE 22 WEST, SEWARD MERIDIAN, ALASKA  
Containing 157.51 Acres

**Farpoint Land Services, LLC**  
SURVEYING, MAPPING, LAND PLANNING, GIS  
1131 E. 76th Ave., Suite 101, Anchorage, Alaska 99516  
Farpointak.com (907) 524-7770 survey@farpointak.com

Drawn: JLA Field Survey Completed: 6/17/2015 Date: 08/28/2019 Pk: 13301  
Checked: WHJ Scale: 1" = 100' Field Book/Page: 644/1 Sheet: 2 of 2



Introduced by: City Manager Corazza  
Introduction Date: April 28, 2020  
Public Hearing Date: May 12, 2020  
Action:  
Vote:

# CITY OF BETHEL, ALASKA

## Ordinance 19-11 (p)

### AN ORDINANCE AMENDING THE CITY OF BETHEL FISCAL YEAR 2020 BUDGET

**THEREFORE BE IT ORDAINED** by the City Council of Bethel, Alaska, as follows:

**SECTION 1. Classification.** This is a non-codified Ordinance and shall not become part of the Bethel Municipal Code.

**SECTION 2. Fiscal Year Budget Amendments.** The following estimated revenues and expenditures are hereby appropriated for the corporate purposes and objects of the City of Bethel for Fiscal Year 2020.

**WHEREAS**, the City of Bethel, Public Works Department, Division of Streets and Roads dispersed gravel onto the roads in Bethel throughout this fiscal year 2020 for maintenance and repair;

**WHEREAS**, the current gravel pile in front of Public Works is dissipating;

**WHEREAS**, Streets and Roads Department is requesting \$250,000 to purchase gravel, the only tangible solution to repairing various roads around town, at this time;

**WHEREAS**, this purchased gravel plans to be utilized for repairing various roads around Bethel. For example, Akakeek Street, Ptarmigan Street, roads in Kasayuli Subdivision, City Subdivision and Blueberry Subdivision require attention;

| <b>F-1</b> |                         |                         |                    |                               |
|------------|-------------------------|-------------------------|--------------------|-------------------------------|
| Line Item  | Description             | Approved Appropriations | Proposed Amendment | Proposed Total Appropriations |
| 10-66-771  | Gravel-Road Maintenance | \$1,040.80              | \$250,000          | \$251,040.80                  |
| 10-10100   | Cash                    |                         | (\$250,000)        |                               |
|            |                         |                         |                    |                               |

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

**ENACTED THIS 12TH DAY OF MAY 2020 BY A VOTE OF \_ IN FAVOR AND \_ OPPOSED.**

Introduced by: City Manager Corazza  
Introduction Date: April 28, 2020  
Public Hearing Date: May 12, 2020  
Action:  
Vote:

---

Perry Barr, Mayor

ATTEST:

---

Lori Strickler, City Clerk

Introduced by: Council Member Franko  
Introduction Date: May 6, 2020  
Public Hearing Date: May 12, 2020  
Action:  
Vote:

# CITY OF BETHEL, ALASKA

## Ordinance 19-11 (p)

### AN ORDINANCE AMENDING THE CITY OF BETHEL FISCAL YEAR 2020 BUDGET

**THEREFORE BE IT ORDAINED** by the City Council of Bethel, Alaska, as follows:

**SECTION 1. Classification.** This is a non-codified Ordinance and shall not become part of the Bethel Municipal Code.

**SECTION 2. Fiscal Year Budget Amendments.** The following estimated revenues and expenditures are hereby appropriated for the corporate purposes and objects of the City of Bethel for Fiscal Year 2020.

**WHEREAS,** on Friday, March 13, 2020 the President of the United States of America declared a national emergency due to COVID-19;

**WHEREAS,** on March 11, 2020, the State of Alaska declared a statewide public health emergency under AS 26.23 in response to COVID-19;

**WHEREAS,** on March 25, 2020 the Bethel City Council declared an emergency through Ordinance 20-09;

**WHEREAS,** the Bethel City Council finds it is in the interest to protect public health and welfare to allocate funds specific to homelessness in our community to include but not be limited to funding of a homelessness shelter, food programs and restroom accessibility;

**WHEREAS,** the goal of this special appropriation is to help prevent an outbreak of the virus among people experiencing homelessness;

**WHEREAS,** it is the understanding but not the guarantee that this appropriation falls under the qualifications of a reimbursable expense through the CARES ACT, if the appropriate is not reimbursed by the CARES ACT the Council will be expending non reimbursable funds out of the designated fund balance;

**WHEREAS,** the Bethel City Council directs Administration to working with local homeless shelter to identify what is needed and what appropriates can be made while working within the framework and guidance of the CARES ACT reimbursable expenses;

Introduced by: Council Member Franko  
Introduction Date: May 6, 2020  
Public Hearing Date: May 12, 2020  
Action:  
Vote:

| <b>P-1</b> |                           |                         |                    |                               |
|------------|---------------------------|-------------------------|--------------------|-------------------------------|
| Line Item  | Description               | Approved Appropriations | Proposed Amendment | Proposed Total Appropriations |
|            | COVID-19 Homelessness     | 0                       | <u>\$60,000</u>    | \$60,000                      |
| 50-71-699  | Undesignated Fund Balance |                         | (60,000)           |                               |

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

**ENACTED THIS 12TH DAY OF MAY 2020 BY A VOTE OF 0 IN FAVOR AND 0 OPPOSED.**

\_\_\_\_\_  
Perry Barr, Mayor

ATTEST:

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

Introduced by: Mayor Perry Barr  
Introduction Date: May 12, 2020  
Public Hearing Date: May 26, 2020  
Action:  
Vote:

# CITY OF BETHEL, ALASKA

## Ordinance #20-11

### AN ORDINANCE BY THE BETHEL CITY COUNCIL EXTENDING THE DECLARATION OF EMERGENCY ISSUED THROUGH ORDINANCE 20-09 AND ORDINANCE 20-08

- WHEREAS,** on March 11, 2020, the State of Alaska declared a public health emergency in response to an anticipated outbreak of COVID-19 in Alaska;
- WHEREAS,** on March 24, 2020 Bethel City Council adopted Ordinance 20-08; authorizing the City Manager and City Council to modify or suspend sections of the Bethel Municipal Code regarding public meetings and participation, procurement, contracts, leases and personnel rules in order to ensure the health, safety and welfare of the City during a State-declared public health emergency;
- WHEREAS,** on March 25, 2020 the Bethel City Council adopted Ordinance 20-09, finding the existence of a public health emergency related to the COVID-19 outbreak, incorporating by reference the declaration of local disaster emergency issued by the Acting City Manager and Mayor on March 24, 2020; seeking state and federal funding assistance; and issuing certain health advisories, and requests consistent with state and federal law;
- WHEREAS,** the potential extent and effect of COVID-19 cannot yet be known, it remains vital for the City of Bethel to be prepared and take all needed precautions until there is no longer a threat;

**NOW THEREFORE BE IT ORDAINED** by the City Council of Bethel, Alaska, as follows:

**Section 1. Finding of Emergency.** The Bethel City Council finds that an emergency exists in the City of Bethel due to the outbreak of COVID-19, which has been declared a global pandemic and a state and national public health emergency.

**SECTION 2. Classification.** This ordinance is not permanent in nature and is a non-codified ordinance that shall not become part of the Bethel Municipal Code.

**Section 3. Effective and Expiration Date:** This ordinance is effective immediately upon adoption by the City Council and shall remain in effect for a period of sixty (60) days.

**ENACTED THIS \_\_ DAY OF MAY 2020 BY A VOTE OF \_ IN FAVOR AND \_ OPPOSED.**

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Perry Barr, Mayor

ATTEST:

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Lori Strickler, City Clerk

City of Bethel, Alaska

Ordinance #20-11

1 of 1

Introduced by: City Manager Howell  
Introduction  
Date/Adoption Date in  
Accordance with  
29.25.030: March 24, 2020  
Action: Passed  
Vote: 6-0

## *CITY OF BETHEL, ALASKA*

### **Ordinance #20-08**

**AN EMERGENCY ORDINANCE BY THE BETHEL CITY COUNCIL TEMPORARILY  
AUTHORIZING THE CITY MANAGER AND/OR CITY COUNCIL TO MODIFY OR  
SUSPEND SECTIONS OF THE BETHEL MUNICIPAL CODE REGARDING PUBLIC  
MEETINGS AND PARTICIPATION; PROCUREMENT, CONTRACTS, AND LEASES;  
AND PERSONNEL RULES IN ORDER TO ENSURE THE HEALTH, SAFETY, AND  
WELFARE OF THE CITY DURING A STATE-DECLARED PUBLIC HEALTH  
EMERGENCY**

- WHEREAS,** on January 30, 2020, the International Health Regulations Emergency Committee of the World Health Organization declared the outbreak of the coronavirus disease of 2019 (COVID-19) a public health emergency of international concern;
- WHEREAS,** on January 31, 2020, the Health and Human Services Secretary of the United States declared the outbreak a public health emergency for the United States;
- WHEREAS,** on March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic;
- WHEREAS,** on March 11, 2020, the State of Alaska issued a public health disaster emergency declaration for COVID-19;
- WHEREAS,** on March 13, 2020, the President of the United States declared the COVID-19 outbreak a national emergency;
- WHEREAS,** various agencies and organizations statewide are canceling or restricting public gatherings and postponing nonessential travel as a means to contain the spread of COVID-19;
- WHEREAS,** new information and guidance is being provided on state, national and global levels on a daily basis, requiring that maximum flexibility be given to respond to and implement the various containment measures;
- WHEREAS,** it is necessary for the Council to provide increased flexibility in various governmental functions in the face of a rapidly evolving health emergency;

Introduced by: City Manager Howell  
Introduction  
Date/Adoption Date in  
Accordance with  
29.25.030: March 24, 2020  
Action: Passed  
Vote: 6-0

**WHEREAS**, this authorization is intended to be temporary during this state-declared public health emergency, and will provide time for the City to further assess its code and procedures if more permanent code changes are determined to be necessary;

**NOW THEREFORE BE IT ORDAINED** by the City Council of Bethel, Alaska, as follows:

**Section 1. Finding of Emergency.** The Bethel City Council finds that an emergency exists in the City of Bethel due to the outbreak of COVID-19, which has been declared a global pandemic and a state and national public health emergency.

**SECTION 2. Authorization.** As authorized by Alaska Statute 29.25.030, Emergency Ordinances, the Council, based of the above statement of facts, authorizes the following:

- The City Council and city bodies may conduct city business by audio or video conferencing, consistent with state law, and may modify or waive provisions of the Bethel Municipal Code pertaining to scheduling, public participation, teleconferencing, and other related provisions of the Code governing public meetings, if deemed necessary for public health and safety; provided that any such modification or waiver is in compliance with state law.
- The City Council and city bodies may initiate occupancy limits and enforce social distancing measures at public meetings, as necessary for the public health, safety, and welfare
- The City Manager may cancel or postpone board and commission meetings and extend deadlines of required actions.
- The City Manager may authorize any purchases reasonably related to COVID-19 through expedited purchasing processes. The City Manager shall notify the Council of such action in accordance with Bethel Municipal Code 4.20.180.
- The City Manager may adjust or adopt personnel policies related to leave time, benefits, or conditions of employment to provide for the public health, welfare, and safety, and to ensure sufficient staffing during the term of this emergency ordinance.
- The City Manager may enter into temporary agreements with the collective bargaining unit in order to provide city services and ensure the health, safety, and welfare of the public and employees during the term of this emergency ordinance.
- The City Manager may extend deadlines for payments due to the City during the term of this emergency ordinance.

Introduced by: City Manager Howell  
Introduction  
Date/Adoption Date in  
Accordance with  
29.25.030: March 24, 2020  
Action: Passed  
Vote: 6-0

- The City Manager may extend deadlines on contracts and leases through the term of this emergency ordinance. Any amendment to contracts or leases shall be made through a temporary agreement which shall expire with the term of this emergency ordinance.

**SECTION 3. Classification.** This ordinance is not permanent in nature and is a non-codified ordinance that shall not become part of the Bethel Municipal Code.

**Section 4. Effective and Expiration Date:** This ordinance is effective immediately upon adoption by a super majority of the City Council and shall remain in effect for a period of sixty (60) days.

**ENACTED THIS 24TH DAY OF MARCH 2020 BY A VOTE OF 6 IN FAVOR AND 0 OPPOSED.**

  
Perry Barr, Mayor

ATTEST:  
  
Lori Strickler, City Clerk

## *CITY OF BETHEL, ALASKA*

### **Ordinance #20-09**

**AN EMERGENCY ORDINANCE BY THE BETHEL CITY COUNCIL FINDING THE EXISTENCE OF A PUBLIC HEALTH EMERGENCY RELATED TO THE COVID-19 OUTBREAK; INCORPORATING BY REFERENCE THE DECLARATION OF LOCAL DISASTER EMERGENCY ISSUED BY THE ACTING CITY MANAGER AND MAYOR ON MARCH 24, 2020; SEEKING STATE AND FEDERAL FUNDING ASSISTANCE; AND ISSUING CERTAIN HEALTH ADVISORIES, AND REQUESTS CONSISTENT WITH STATE AND FEDERAL LAW**

**WHEREAS**, pursuant to AS 26.23.140, the Mayor of the City and the Acting City Manager issued a Declaration of Local Disaster Emergency on March 24, 2020 related to the outbreak of COVID-19, consistent with all powers and duties conferred to them under the Bethel Municipal Code, Title 29 of the Alaska Statutes, and other State and Federal Law;

**WHEREAS**, the Bethel City Council concurs with all statements and findings contained in the above-referenced Declaration of Local Disaster Emergency, and seeks to fully incorporate it by reference into this Emergency Ordinance as Appendix A;

**WHEREAS**, under AS 29.25.030, "to meet a public emergency," the Bethel City Council "may adopt an emergency ordinance effective upon adoption," provided such ordinance contains a finding by the Council that an emergency exists and may be adopted, amended and adopted, or rejected at the meeting at which it is introduced;

**WHEREAS**, the Bethel City Council seeks to exercise the maximum degree of local authority available to the City in order to contain and mitigate the outbreak of COVID-19 in the City of Bethel and its surrounding communities;

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

**Section 1. Finding of Local Disaster Emergency.** The Bethel City Council hereby adopts and incorporates by reference the Acting City Manager and Mayor's Declaration of Local Disaster Emergency, dated March 24, 2020 and attached hereto as Appendix A; finds and affirms that a Local Disaster Emergency exists within the City of Bethel; and confers all powers on the Acting City Manager and incoming City Manager described in the Declaration of Local Disaster Emergency dated March 24, 2020, and not otherwise  
City of Bethel, Alaska

Ordinance #20-09

1 of 4

prohibited by State or Federal law. A copy of this Emergency Ordinance and Appendix A shall be filed promptly with the Alaska Division of Homeland Security and Emergency Management.

**Section 2. Request for State and Federal Funding Assistance.** The Bethel City Council requests that the Governor of Alaska provide such State assistance as may be available to meet the ongoing emergency created by COVID-19 and to request additional assistance from Federal agencies where State capability is not adequate.

**Section 3. Civil Immunity Asserted.** In adopting and enforcing this ordinance, the City and its agents, officers, and employees assert and maintain all immunities and indemnifications provided for under AS 09.65.070, BMC 2.48, and any other immunities or indemnifications available in law or equity.

**Section 4. Travel and Business Advisories and Requests.** To prevent the spread of COVID-19, and consistent with all current State and Federal health laws, advisories, mandates, and guidelines to protect the public health and welfare, the Bethel City Council advises and requests that:

- (a) Consistent with State Health Mandate 10.1, all persons arriving into the City of Bethel from another state or country, whether worker, resident, or visitor, **must self-quarantine for a period of 14 days**; and
- (b) Consistent with State Health Mandate 10.1, businesses and employees of critical infrastructure as defined in Attachment A to State Health Mandate 10.1 **must follow all protocols and procedures described in State Health Mandate 10.1 with respect to any business conducted in the City of Bethel**; and
- (c) Consistent with State Health Mandate 9.1., with the exception of urgent and emergent health care needs and facilities, **all businesses, congregations, or gatherings in the City of Bethel where individuals are within six feet of each other must cease all operations**; and
- (d) Consistent with State Health Mandate 9.1, **no gatherings of more than 10 people may take place**, and if such a gathering does take place, people must be and remain six feet apart from each other; and
- (e) The mandates in (a) through (d) of this section remain in effect until the State of Alaska lifts them; and

- (f) The City is authorized to use the full force available to it under the law, including its police power, to "suppress unlawful assemblies" which come to the City's knowledge, and "generally keep the peace" (BMC 2.20.020) and to exercise the City's power to "promot[e] the public, health, safety, and welfare of the present and future inhabitants of the city" (BMC 18.04.020), with respect to activities on City land;
- (g) That travelers **cease all non-essential travel** into the City of Bethel, unless they are returning home or arriving for a medical, personal, or business emergency, or to work in critical workforce infrastructure as defined by the State; and
- (h) That travelers returning to Bethel from any other part of Alaska, **regardless of whether they have previously quarantined elsewhere in the State, immediately and voluntarily self-quarantine** for a period of 14 days;
- (i) Consistent with applicable State guidelines and mandates, that all persons in the City of Bethel **stay home as much as possible**, except to work in critical workforce infrastructure as defined by the State; to receive or provide health care; and to get fresh air without contacting others. On the limited occasions when individuals leave home, they should maintain social distancing of at least six feet from any person outside their household wherever possible. Individuals are also recommended to practice hygiene, including regular handwashing.

**Section 5. Effective Date.** Consistent with AS 29.35.030(c), this Emergency Ordinance shall be effective immediately upon adoption by the Bethel City Council and shall remain in effect for sixty (60) days, or until the virus is no longer declared a Federal or State emergency, whichever occurs first. The Council may meet in sixty (60) days to assess the status of the outbreak emergency and consider renewing this Emergency Ordinance, as necessary and appropriate, to protect the public health, safety, and welfare.

**SECTION 6. Classification.**

This ordinance is not permanent in nature and is a non-codified ordinance that shall not become part of the Bethel Municipal Code.

**ENACTED THIS 25 DAY OF MARCH 2020 BY A VOTE OF \_ IN FAVOR AND \_ OPPOSED.**

Introduced by: Mayor Barr  
Introduction Date/Adoption Date in Accordance with 29.25.030: March 25, 2020  
Action:  
Vote:

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Perry Barr, Mayor

ATTEST:

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Lori Strickler, City Clerk

## City of Bethel Action Memorandum

|                         |              |                |            |
|-------------------------|--------------|----------------|------------|
| Action memorandum No.   | 20-13        |                |            |
| Date action introduced: | May 12, 2020 | Introduced by: | Mayor Barr |
| Date action taken:      |              | Approved       | Denied     |
| Confirmed by:           |              |                |            |

Appointment of Committee/Commission/Board members.

Peter A. Williams- Public Safety and Transportation Commission.

|                                 |                  |                             |
|---------------------------------|------------------|-----------------------------|
| <b>Amount of fiscal impact:</b> |                  | <b>Account information:</b> |
| x                               | No fiscal impact |                             |
|                                 |                  |                             |
|                                 |                  |                             |

Action Memorandum 20-13 is sponsored by Mayor Barr at the request of the City Clerk.

Peter A. Williams has requested appointment to the Public Safety and Transportation Commission. If appointed, the term would be three years as a Regular member with a term expiration of December 31, 2022.

## City of Bethel Action Memorandum

|                         |              |                |                                   |
|-------------------------|--------------|----------------|-----------------------------------|
| Action memorandum No.   | AM 20-14     |                |                                   |
| Date action introduced: | May 12, 2020 | Introduced by: | Vincenzo S. Corazza, City Manager |
| Date action taken:      |              | Approved       | Denied                            |
| Confirmed by:           |              |                |                                   |

**Action Title:** Direct Administration to revise the Bethel Municipal Code sections regulating taxicab operations in Bethel to use government-inspected meters and require a one-call per ride system.

**Attachment(s):** (1) COVID-19 Pandemic Emergency Taxi Guidelines – City of Bethel (April 1-30, 2020), (2) Letter from Naim Shabani, Co-owner Kusko Cab USA, LLC.

| Amount of fiscal impact: |                               | Account information: |
|--------------------------|-------------------------------|----------------------|
| \$86,930                 | Funds in City FY 2021 Budget. | 51-86-669            |

### Summary Statement

The advent of the spread of the coronavirus that causes COVID-19 in the United States and the associated health mandates put out by the State of Alaska prompted the City to use its emergency powers to enact changes to taxicab industry operations in order to make it safer for taxicab drivers and passengers. The guidelines were issued for the period April 1- 30, 2020 and then extended from May 1, 2020 until further notice. The temporary guidance and new rates currently in place promote social distancing, thereby reducing the chance of spreading infection.

The City of Bethel regulates taxicab industry operations by and through Bethel Municipal Code 5.20 through 5.50. According to BMC 5.20.050, "The Public Safety and Transportation Commission may promulgate regulations setting rates and/or other charges for service and minimum standards to carrying out the provisions of Chapters 5.20 through 5.50 BMC."

The taxicab industry is in support of making many of the Emergency Taxi Guideline items permanent by revising relevant sections of the Bethel Municipal Code. City Administration is prepared to revise the BMC in support the taxicab industry's preferences and present the revised ordinance changes to the Public Safety and Transportation Commission for approval.

Dear City of Bethel,

The taxi industry has recently suffered major changes due to the ongoing COVID-19 threat. As a result, our call volume is down significantly along with a reduction in drivers. As a temporary solution, the City, through emergency ordinance adopted a taxi fare system that allows for one call per cab based off of a flat \$5 starting rate followed by an additional \$1 per min thereafter to destination. The system protects the driver and general public by limiting exposure to one household/known group at a time inside the vehicle.

The taxi industry is in strong support of maintaining the one call per cab system permanently. The traditional and most common form of a taxi fare system is the use of a time/distance formula calculating, government inspected taxi meter. A distance metered cab fare would allow for consistency and predictability in pricing. The current pricing for a taxi cab in Anchorage is \$2.75 start and \$2.50 per mile thereafter. Given the higher cost of operating a vehicle in Bethel and cost of living in general compared to Anchorage, the industry believes metered fares should be \$5.00 start and \$2.75 per mile.

We look forward to having a productive dialogue with the council, to bring stability back to Bethels primary from of transportation.

Sincerely,

Naim Shabani

Co-Owner

Kusko Cab USA LLC



## CITY OF BETHEL

P.O. Box 1388 • Bethel, Alaska 99559

907-543-2047

Fax # 907-543-4171

### **COVID-19 Pandemic Emergency Taxi Guidelines - City of Bethel (Authority: Emergency Ordinance #20-09)**

**New Fare:**        **\$5 per ride for individual or family/friend group + \$1/minute.**

**Effective Dates:** **May 1, 2020 until further notice. (City may change directive at any time).**

The State of Alaska has designated taxicabs as critical public transportation infrastructure with a special responsibility to operate during the statewide COVID-19 public health emergency. The City Council has also adopted an emergency ordinance granting the City Manager broad discretion to manage the crisis in the best interests of the public health and welfare. Accordingly, the City of Bethel is working closely with the taxi companies to support safe and reliable taxi service within the City during this public health crisis. Following these guidelines will help reduce the risk of COVID-transmission, but will not eliminate it.

The use of taxicabs may bring individuals in close contact with infected individuals. To reduce risk, the City is temporarily eliminating the “shared ride” system and implementing the “single or known group ride” system, like Anchorage employs. The goal is to transport one individual or selected group at a time.

The City of Bethel has provided taxi companies with CDC guidance on the COVID-19 virus.

#### **Guidelines for Taxi operations:**

1. No one sits in the front seat with driver!
2. CDC poster on COVID-19 transmission shall be posted inside taxi.
3. Alcohol-based hand sanitizer and sani-wipes will be available for use inside cab.
4. Drivers will clean high-contact surfaces (e.g., door handles) after each trip.
5. Drivers shall use alcohol-based hand sanitizer frequently, including after touching money or high-contact surfaces, and will wash hands often with soap.
6. Taxi drivers will not transport patients who complain of or display signs of respiratory infection. They will refer those people to the ambulance.
7. Drivers may refuse service to any passenger who they believe to be sick.
8. Drivers shall not work, if exhibiting signs of illness (fever 100.4+, cough, shortness of breath) or if they feel generally unwell.
9. Open taxi windows, when possible.
10. Physical contact between passengers and drivers shall be minimized at all times.
11. Physical distance between passengers and drivers shall be maximized at all times.  
(e.g., passengers will sit as far back as possible).

## City of Bethel Action Memorandum

|                         |              |                |                                   |
|-------------------------|--------------|----------------|-----------------------------------|
| Action memorandum No.   | AM 20-15     |                |                                   |
| Date action introduced: | May 12, 2020 | Introduced by: | Vincenzo S. Corazza, City Manager |
| Date action taken:      |              | Approved       | Denied                            |
| Confirmed by:           |              |                |                                   |

**Action Title:** Direct Administration to negotiate and execute a service agreement with Company A selected by the proposal review committee to provide remote technical (IT) support services to the City of Bethel over a five-year period.

**Attachment(s):** (1) Draft Remote Technical Support Services Agreement.

| Amount of fiscal impact: |                                             | Account information: |
|--------------------------|---------------------------------------------|----------------------|
| \$86,930                 | Contingent on funds in City FY 2021 Budget. | 10-55-649            |

### Summary Statement

The City of Bethel prepared and issued a Request for Proposals (RFP) on March 2, 2020 to contract a firm to provide Remote Technical Support Services to the IT Department for five years. The City issued two addendums based on inquiries.

The City received four proposals by the March 31, 2020 due date. A three-person employee team reviewed and scored the proposals.

The RFP specified that a review committee would score proposals on qualitative criteria and then the average cost of services over a five-year period would be used to calculate a price per point. The scores of the four companies in rank order appear below:

Company A    Qualitative Score: 91.33      Avg. 5-year Price: \$68,823  
Price per point:  $\$68,822.80 / 91.33 = \mathbf{\$901.77}$

Company B    Qualitative Score: 80.00      Avg. 5-year Price: \$95,988  
Price per point:  $\$95,988 / 80 = \mathbf{\$1,199.85}$

Company C    Qualitative Score: 93.33      Avg. 5-year Price: \$159,038  
Price per point:  $\$159,037 / 93.33 = \mathbf{\$1,704}$

Company D    Qualitative Score: 46.66      Avg. 5-year Price: \$81,000  
Price per point:  $\$81,000 / 46.66 = \mathbf{\$1,736}$

The Purchasing Agent sent out intent to award letters to respondents on May 5, 2020.

## City of Bethel Information Memorandum

|                      |              |                |                                |
|----------------------|--------------|----------------|--------------------------------|
| Information Memo No. | 20-06        |                |                                |
| Date introduced:     | May 12, 2020 | Introduced by: | Vincenzo Corazza, City Manager |
| Amended actions:     |              |                |                                |
| Confirmed by:        |              |                |                                |

**Title:** Presentation of the City's Water & Sewer Services Expenditures Compared to Budget from July 1, 2019 to April 30, 2020 – Utilities Maintenance – Water & Wastewater Activity Report.

**Attachment(s):** (1) City of Bethel Water & Sewer Services Expenditures Compared to Budget from July 1, 2019 to April 30, 2020 and (2) April 2020 – Utilities Maintenance – Water & Wastewater Activity Report.

| Department/Individual:           | Initials:                      | Remarks: |
|----------------------------------|--------------------------------|----------|
| Administration, Vincenzo Corazza | VSC                            |          |
| Finance, Christine Blake         | CB                             |          |
|                                  |                                |          |
| Amount of fiscal impact:         | Account information:           |          |
| None                             | No fiscal impact at this time. |          |
|                                  | Funds in City Budget.          |          |
|                                  | Funds not in City Budget.      |          |

### Summary Statement

The attached financial report for FY 2020 contains months of data from July 1, 2019 to April 30, 2020. The information contained therein and the contents of the Water & Wastewater Activity Report are distributed to Bethel City Council members for their review. This Information Memorandum documents the dissemination of this report to Bethel City Council members, as required by the Alaska Department of Commerce, Community and Economic Development, Division of Community and Regional Affairs, in their administration of the Best Practices protocol.

The process of preparing and submitting a monthly financial report and a water and wastewater activity report to City Council helps the City earn points on the Water and Sewer Utility Best Practices Operation and Maintenance Reports. The City must have a score of 60 or greater out of 100 points in order to be approved for funding from the Environmental Protection Agency (EPA) and the Alaska Department of Environmental Conservation (DEC). In other capital grants administered by DEC's Village Safe Water Program, the City's Best Practices score is an application scoring criterion.



## City of Bethel - Public Works Department

Utilities Maintenance Activity Report

FY20 - April 2020

Public Works Director - William Arnold

### City Sub Water Treatment Plant

### Bethel Heights Water Treatment Plant

April

Fiscal Year to Date

| Water                      |                        |                       |                          | Chemical Usage             |              |                              | Water                      |                        |                       |                        | Chemical Usage             |              |                              |
|----------------------------|------------------------|-----------------------|--------------------------|----------------------------|--------------|------------------------------|----------------------------|------------------------|-----------------------|------------------------|----------------------------|--------------|------------------------------|
| Plant Production (Gallons) | Hauled Water (Gallons) | Piped Water (Gallons) | Backwash Usage (Gallons) | Calcium Hypochlorite (lbs) | Polymer (mL) | Potassium Permanganate (lbs) | Plant Production (Gallons) | Hauled Water (Gallons) | Piped Water (Gallons) | School Water (Gallons) | Calcium Hypochlorite (lbs) | Polymer (mL) | Potassium Permanganate (lbs) |
| 4,739,180                  | 1,822,000              | 1,576,377             | 746,000                  | 1,050                      | 9,900        | 240                          | 2,106,790                  | 507,000                | 2,741,766             | 187,390                | 750                        | 2,400        | 85                           |
| 55,126,214                 | 20,381,000             | 10,860,004            | 3,490,300                | 12,525                     | 147,150      | 3,223                        | 31,949,504                 | 3,807,743              | 62,831,102            | 2,114,881              | 8,400                      | 58,578       | 1,432                        |

|                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bethel Heights WTP</b> | Monthly water logs to ADEC from BHWTP and CSWTP. Both main boilers are on line and operating for winter.Minor service needed daily.Small boiler placed off line status for winter.Virus has Bethel Heights WTP in Lock down                                                                                                                                                                                                                                                                                                     |
| <b>City Sub WTP</b>       | Monthly water logs for BHWTP and CSWTP to ADEC. Minor adjustments and repairs to the A and B loop glycol lines return and supply.Pump boiler pressures up with additional glycol .Virus has City Sub WTP in Lock down                                                                                                                                                                                                                                                                                                           |
| <b>Sewer Lagoon</b>       | DMR report to ADEC. Lagoon discharge complete for month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Piped Sewer</b>        | 12 alarms on residential lift stations were responded to. Multiple issues with heat trace, grinder pumps, and float systems were resolved. Repairs were made to Yukon Kuskokwim Fitness Center Lift Station. Main Lift Station pump work –Pump #1 parts have arrived. Expected to be completed and returned in 2-3 weeks. FAA lift station thawed out and in operation. Line flushing and leveling activities on low flow and frozen sewer lines. Non-compliance reports were filled out per DEC requirements.                  |
| <b>Piped Water</b>        | Monthly meter readings, service connections, and disconnects were performed. Hospital (new & old), Bethel Youth Facility, Correctional Facility, Fish & Wildlife, and YKHC housing are all connected to new Institutional Corridor Line. New Service line connected at the YK Long-Term Care (LTC) & LTC Managers Apartment connected 7/30. New Service Line connected to the YK Prematernal Building. Additional fire hydrant testing was performed to accommodate information requests from YKHC fire protection contractors. |
| <b>Other</b>              | Daily safety meetings are held. All 3 Utility Maint trucks are having issues that require repairs. Several of these are major safety issues. Continue to work with V&E to repair them, but some issues are arising since 2 of the vehicles are more than 10 years old.                                                                                                                                                                                                                                                          |

Prepared by - Water/Wastewater Utilities Foreman

CITY OF BETHEL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2020

WATER & SEWER SERVICES

|                                     | PERIOD ACTUAL | YTD ACTUAL   | BUDGET       | UNEARNED     | PCNT    |
|-------------------------------------|---------------|--------------|--------------|--------------|---------|
| <u>WATER</u>                        |               |              |              |              |         |
| 51-42-410 TRUCKED WATER             | 1,991,358.86  | 1,991,358.86 | 2,798,807.00 | 807,448.14   | 71.2    |
| 51-42-412 METERED PIPED WATER COMM. | 355,243.35    | 355,243.35   | 1,035,290.00 | 680,046.65   | 34.3    |
| 51-42-414 UNMETERED PIPED WTR RESID | 583,461.38    | 583,461.38   | 808,639.00   | 225,177.62   | 72.2    |
| 51-42-416 CONTRACT WATER            | 6,080.00      | 6,080.00     | 10,675.00    | 4,595.00     | 57.0    |
| 51-42-436 PUMPHOUSE WATER           | 22,270.65     | 22,270.65    | 18,859.00    | ( 3,411.65)  | 118.1   |
| TOTAL WATER                         | 2,958,414.24  | 2,958,414.24 | 4,672,270.00 | 1,713,855.76 | 63.3    |
| <u>SEWER</u>                        |               |              |              |              |         |
| 51-43-411 TRUCKED SEWER (EVAC/HB)   | 1,130,046.52  | 1,130,046.52 | 1,648,000.00 | 517,953.48   | 68.6    |
| 51-43-412 METERED PIPED SEWER COMM. | 314,481.26    | 314,481.26   | 867,887.00   | 553,405.74   | 36.2    |
| 51-43-414 UNMETERED PIPED SEWER RES | 173,174.45    | 173,174.45   | 242,255.00   | 69,080.55    | 71.5    |
| 51-43-416 CONTRACT SEWER            | 10,283.95     | 10,283.95    | 24,828.00    | 14,544.05    | 41.4    |
| TOTAL SEWER                         | 1,627,986.18  | 1,627,986.18 | 2,782,970.00 | 1,154,983.82 | 58.5    |
| <u>MISCELLANEOUS</u>                |               |              |              |              |         |
| 51-45-434 UTILITY PENALTY/INTEREST  | 19,496.82     | 19,496.82    | 38,163.00    | 18,666.18    | 51.1    |
| 51-45-435 RECONNECT FEES            | 140.00        | 140.00       | 2,758.00     | 2,618.00     | 5.1     |
| 51-45-450 SENIOR DISCOUNT           | ( 34,806.69)  | ( 34,806.69) | 46,000.00    | 80,806.69    | ( 75.7) |
| 51-45-467 NSF CHECKS AND FEES       | 65.00         | 65.00        | 130.00       | 65.00        | 50.0    |
| 51-45-468 UTILITY INSPECTION FEES   | 1,253.46      | 1,253.46     | 2,000.00     | 746.54       | 62.7    |
| 51-45-471 WATER SUBSCRIPTION FEES   | 122,495.02    | 122,495.02   | 168,395.00   | 45,899.98    | 72.7    |
| 51-45-472 SEWER SUBSCRIPTION FEES   | 129,524.28    | 129,524.28   | 177,428.00   | 47,903.72    | 73.0    |
| 51-45-487 INVESTMENT INCOME         | .00           | .00          | 16,000.00    | 16,000.00    | .0      |
| TOTAL MISCELLANEOUS                 | 238,167.89    | 238,167.89   | 450,874.00   | 212,706.11   | 52.8    |
| <u>MISCELLANEOUS</u>                |               |              |              |              |         |
| 51-49-466 CASH OVER/SHORT           | ( 340.05)     | ( 340.05)    | 100.00       | 440.05       | (340.1) |
| 51-49-495 MISCELLANEOUS INCOME      | 4,638.56      | 4,638.56     | 3,226.00     | ( 1,412.56)  | 143.8   |
| TOTAL MISCELLANEOUS                 | 4,298.51      | 4,298.51     | 3,326.00     | ( 972.51)    | 129.2   |
| TOTAL FUND REVENUE                  | 4,828,866.82  | 4,828,866.82 | 7,909,440.00 | 3,080,573.18 | 61.1    |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2020

WATER & SEWER SERVICES

|           |                               | PERIOD ACTUAL     | YTD ACTUAL        | BUDGET            | UNEXPENDED        | PCNT        |
|-----------|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------|
|           | <u>UTILITY BILLING</u>        |                   |                   |                   |                   |             |
| 51-80-501 | SALARIES                      | 33,886.90         | 33,886.90         | 90,127.00         | 56,240.10         | 37.6        |
| 51-80-502 | OVERTIME                      | 102.13            | 102.13            | 1,025.00          | 922.87            | 10.0        |
| 51-80-508 | LEAVE CASHOUT                 | .00               | .00               | 4,396.00          | 4,396.00          | .0          |
| 51-80-511 | MEDICARE FICA                 | 497.73            | 497.73            | 1,322.00          | 824.27            | 37.7        |
| 51-80-512 | GROUP HEALTH INSURANCE        | 12,512.72         | 12,512.72         | 42,189.00         | 29,676.28         | 29.7        |
| 51-80-515 | UNEMPLOYMENT                  | .00               | .00               | 1,322.00          | 1,322.00          | .0          |
| 51-80-516 | WORKERS' COMPENSATION         | 276.10            | 276.10            | 244.00            | ( 32.10)          | 113.2       |
| 51-80-518 | PERS                          | 7,258.38          | 7,258.38          | 20,053.00         | 12,794.62         | 36.2        |
| 51-80-519 | UTILITY BENEFIT               | 501.69            | 501.69            | 7,980.00          | 7,478.31          | 6.3         |
| 51-80-545 | TRAINING/TRAVEL               | .00               | .00               | 2,000.00          | 2,000.00          | .0          |
| 51-80-561 | SUPPLIES                      | 4,955.40          | 4,955.40          | 4,000.00          | ( 955.40)         | 123.9       |
| 51-80-649 | ONLINE BILL PAY               | 2,931.08          | 2,931.08          | 3,000.00          | 68.92             | 97.7        |
| 51-80-683 | MINOR EQUIPMENT               | .00               | .00               | 1,500.00          | 1,500.00          | .0          |
| 51-80-721 | INSURANCE                     | 772.90            | 772.90            | 932.00            | 159.10            | 82.9        |
| 51-80-727 | ADVERTISING                   | .00               | .00               | 500.00            | 500.00            | .0          |
| 51-80-733 | POSTAGE                       | 11,052.87         | 11,052.87         | 13,000.00         | 1,947.13          | 85.0        |
| 51-80-736 | BANK CHARGES                  | 31,732.60         | 31,732.60         | 36,500.00         | 4,767.40          | 86.9        |
| 51-80-777 | PROJECT-BOILER & HVAC REBUILD | 297,484.93        | 297,484.93        | 620,000.00        | 322,515.07        | 48.0        |
| 51-80-799 | MISCELLANEOUS EXPENSES        | .00               | .00               | 500.00            | 500.00            | .0          |
| 51-80-996 | ADMIN OVERHEAD-IT SVCS        | 10,746.94         | 10,746.94         | 14,256.00         | 3,509.06          | 75.4        |
| 51-80-998 | ADMINISTRATIVE OVERHEAD-GF    | 20,603.17         | 20,603.17         | 28,839.00         | 8,235.83          | 71.4        |
|           | <u>TOTAL UTILITY BILLING</u>  | <u>435,315.54</u> | <u>435,315.54</u> | <u>893,685.00</u> | <u>458,369.46</u> | <u>48.7</u> |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2020

WATER & SEWER SERVICES

|                                          | PERIOD ACTUAL       | YTD ACTUAL          | BUDGET              | UNEXPENDED          | PCNT        |
|------------------------------------------|---------------------|---------------------|---------------------|---------------------|-------------|
| <u>HAULED WATER</u>                      |                     |                     |                     |                     |             |
| 51-81-501 SALARIES                       | 396,856.43          | 396,856.43          | 463,487.00          | 66,630.57           | 85.6        |
| 51-81-502 OVERTIME                       | 120,546.66          | 120,546.66          | 125,000.00          | 4,453.34            | 96.4        |
| 51-81-508 LEAVE CASHOUT                  | 13,797.16           | 13,797.16           | 22,313.00           | 8,515.84            | 61.8        |
| 51-81-510 SOCIAL SECURITY                | 585.05              | 585.05              | .00                 | ( 585.05)           | .0          |
| 51-81-511 MEDICARE                       | 7,909.48            | 7,909.48            | 8,533.00            | 623.52              | 92.7        |
| 51-81-512 EMPLOYEE GROUP BENEFITS        | 161,609.40          | 161,609.40          | 210,945.00          | 49,335.60           | 76.6        |
| 51-81-515 UNEMPLOYMENT                   | 59.25               | 59.25               | 6,379.00            | 6,319.75            | .9          |
| 51-81-516 WORKERS' COMPENSATION          | 8,147.80            | 8,147.80            | 15,202.00           | 7,054.20            | 53.6        |
| 51-81-518 PERS                           | 111,651.15          | 111,651.15          | 129,467.00          | 17,815.85           | 86.2        |
| 51-81-519 UTILITY BENEFIT                | 20,822.40           | 20,822.40           | 39,900.00           | 19,077.60           | 52.2        |
| 51-81-545 TRAINING/TRAVEL                | 1,853.35            | 1,853.35            | 2,000.00            | 146.65              | 92.7        |
| 51-81-561 SUPPLIES                       | 16,355.23           | 16,355.23           | 10,000.00           | ( 6,355.23)         | 163.6       |
| 51-81-563 WEARING APPAREL                | 6,563.21            | 6,563.21            | 10,000.00           | 3,436.79            | 65.6        |
| 51-81-600 TIRES                          | 42,886.25           | 42,886.25           | 42,000.00           | ( 886.25)           | 102.1       |
| 51-81-601 VEHICLE MT. (PARTS & TOOLS)    | 114,997.55          | 114,997.55          | 180,000.00          | 65,002.45           | 63.9        |
| 51-81-602 GASOLINE/DIESEL/OIL            | 151,618.30          | 151,618.30          | 120,000.00          | ( 31,618.30)        | 126.4       |
| 51-81-621 ELECTRICITY                    | 7,959.09            | 7,959.09            | 10,500.00           | 2,540.91            | 75.8        |
| 51-81-622 TELEPHONE                      | 27.34               | 27.34               | 650.00              | 622.66              | 4.2         |
| 51-81-623 HEATING FUEL                   | 13,897.50           | 13,897.50           | 14,500.00           | 602.50              | 95.8        |
| 51-81-626 WATER/SEWER/GARBAGE            | 3,601.89            | 3,601.89            | 8,500.00            | 4,898.11            | 42.4        |
| 51-81-627 STAFF CELLULAR PHONES          | 719.48              | 719.48              | 840.00              | 120.52              | 85.7        |
| 51-81-650 LAB TESTS                      | 1,300.00            | 1,300.00            | 5,000.00            | 3,700.00            | 26.0        |
| 51-81-661 VEHICLE MAINT/REPAIR           | 147,080.94          | 147,080.94          | 310,326.00          | 163,245.06          | 47.4        |
| 51-81-662 PROPERTY MAINT                 | 59,037.73           | 59,037.73           | 46,393.00           | ( 12,644.73)        | 127.3       |
| 51-81-665 CITY SAFETY                    | .00                 | .00                 | 1,000.00            | 1,000.00            | .0          |
| 51-81-669 OTHER PURCHASED SERVICES       | 4,605.00            | 4,605.00            | 5,000.00            | 395.00              | 92.1        |
| 51-81-683 MINOR EQUIPMENT                | 1,704.83            | 1,704.83            | 4,000.00            | 2,295.17            | 42.6        |
| 51-81-691 WATER TRUCK                    | .00                 | .00                 | 37,323.00           | 37,323.00           | .0          |
| 51-81-699 XFER TO F-58 FLEET REPLACEMENT | 224,823.00          | 224,823.00          | 1,573,938.00        | 1,349,115.00        | 14.3        |
| 51-81-721 INSURANCE                      | 78,374.19           | 78,374.19           | 86,739.00           | 8,364.81            | 90.4        |
| 51-81-722 INSURANCE-DED EXP & OTHER      | 44,315.89           | 44,315.89           | 10,000.00           | ( 34,315.89)        | 443.2       |
| 51-81-724 DUES/SUBSCRIPTIONS             | .00                 | .00                 | 80.00               | 80.00               | .0          |
| 51-81-738 BAD DEBT EXPENSE               | .00                 | .00                 | 10,000.00           | 10,000.00           | .0          |
| 51-81-799 MISCELLANEOUS                  | .00                 | .00                 | 2,000.00            | 2,000.00            | .0          |
| 51-81-996 ADMIN OVERHEAD-IT SVCS         | 10,224.54           | 10,224.54           | 13,563.00           | 3,338.46            | 75.4        |
| 51-81-998 ADMINISTRATIVE OVERHEAD-GF     | 105,853.02          | 105,853.02          | 174,623.00          | 68,769.98           | 60.6        |
| <b>TOTAL HAULED WATER</b>                | <b>1,879,783.11</b> | <b>1,879,783.11</b> | <b>3,700,201.00</b> | <b>1,820,417.89</b> | <b>50.8</b> |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2020

WATER & SEWER SERVICES

|                                       | PERIOD ACTUAL | YTD ACTUAL | BUDGET     | UNEXPENDED   | PCNT  |
|---------------------------------------|---------------|------------|------------|--------------|-------|
| <u>PIPED WATER</u>                    |               |            |            |              |       |
| 51-82-501 SALARIES                    | 119,057.44    | 119,057.44 | 167,422.00 | 48,364.56    | 71.1  |
| 51-82-502 OVERTIME                    | 34,066.86     | 34,066.86  | 30,750.00  | ( 3,316.86)  | 110.8 |
| 51-82-508 LEAVE CASHOUT               | 2,853.14      | 2,853.14   | 7,575.00   | 4,721.86     | 37.7  |
| 51-82-511 MEDICARE                    | 2,462.87      | 2,462.87   | 2,874.00   | 411.13       | 85.7  |
| 51-82-512 EMPLOYEE GROUP BENEFITS     | 39,176.71     | 39,176.71  | 55,448.00  | 16,271.29    | 70.7  |
| 51-82-515 UNEMPLOYMENT                | .00           | .00        | 1,634.00   | 1,634.00     | .0    |
| 51-82-516 WORKERS' COMPENSATION       | 2,590.00      | 2,590.00   | 5,119.00   | 2,529.00     | 50.6  |
| 51-82-518 PERS                        | 33,531.36     | 33,531.36  | 43,598.00  | 10,066.64    | 76.9  |
| 51-82-519 UTILITY BENEFIT             | 3,486.35      | 3,486.35   | 10,488.00  | 7,001.65     | 33.2  |
| 51-82-545 TRAINING/TRAVEL             | .00           | .00        | 5,000.00   | 5,000.00     | .0    |
| 51-82-561 SUPPLIES                    | 2,824.17      | 2,824.17   | 6,000.00   | 3,175.83     | 47.1  |
| 51-82-563 WEARING APPAREL             | 1,997.85      | 1,997.85   | 3,000.00   | 1,002.15     | 66.6  |
| 51-82-592 PLUMBING SUPPLIES           | 2,141.17      | 2,141.17   | 15,000.00  | 12,858.83    | 14.3  |
| 51-82-600 TIRES AND WHEELS            | .00           | .00        | 1,200.00   | 1,200.00     | .0    |
| 51-82-601 VEHICLE MT. (PARTS & TOOLS) | 5,340.84      | 5,340.84   | 8,000.00   | 2,659.16     | 66.8  |
| 51-82-602 GASOLINE/DIESEL/OIL         | 7,428.94      | 7,428.94   | 15,000.00  | 7,571.06     | 49.5  |
| 51-82-621 ELECTRICITY-UTIL MT SHOP    | 5,584.59      | 5,584.59   | 5,500.00   | ( 84.59)     | 101.5 |
| 51-82-622 TELEPHONE                   | 54.68         | 54.68      | 100.00     | 45.32        | 54.7  |
| 51-82-623 HEATING FUEL                | 20,087.42     | 20,087.42  | 25,000.00  | 4,912.58     | 80.4  |
| 51-82-626 WATER/SEWER/GARB            | 392.24        | 392.24     | 600.00     | 207.76       | 65.4  |
| 51-82-627 STAFF CELLULAR PHONES       | 520.48        | 520.48     | 1,680.00   | 1,159.52     | 31.0  |
| 51-82-649 ENGINEERING SERVICES        | .00           | .00        | 25,000.00  | 25,000.00    | .0    |
| 51-82-661 VEHICLE MAINT/REPAIR        | 1,421.07      | 1,421.07   | 3,003.00   | 1,581.93     | 47.3  |
| 51-82-665 CITY SAFETY                 | .00           | .00        | 2,000.00   | 2,000.00     | .0    |
| 51-82-669 OTHER PURCHASED SERVICES    | 82.49         | 82.49      | 1,500.00   | 1,417.51     | 5.5   |
| 51-82-683 MINOR EQUIPMENT             | 6,047.11      | 6,047.11   | 25,000.00  | 18,952.89    | 24.2  |
| 51-82-690 GROOVING MACHINE            | .00           | .00        | 62,500.00  | 62,500.00    | .0    |
| 51-82-721 INSURANCE                   | 5,441.40      | 5,441.40   | 6,646.00   | 1,204.60     | 81.9  |
| 51-82-727 ADVERTISING                 | 17.25         | 17.25      | 1,000.00   | 982.75       | 1.7   |
| 51-82-735 FINANCE CHARGES/PENALTIES   | 41,250.00     | 41,250.00  | .00        | ( 41,250.00) | .0    |
| 51-82-777 PROJECT EXPENSES-CULVERTS   | 176,153.00    | 176,153.00 | 175,000.00 | ( 1,153.00)  | 100.7 |
| 51-82-996 ADMIN OVERHEAD-IT SVCS      | 11,157.43     | 11,157.43  | 14,801.00  | 3,643.57     | 75.4  |
| 51-82-998 ADMINISTRATIVE OVERHEAD-GF  | 39,585.11     | 39,585.11  | 77,228.00  | 37,642.89    | 51.3  |
| TOTAL PIPED WATER                     | 564,751.97    | 564,751.97 | 804,666.00 | 239,914.03   | 70.2  |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2020

WATER & SEWER SERVICES

|                                      | PERIOD ACTUAL | YTD ACTUAL | BUDGET     | UNEXPENDED  | PCNT  |
|--------------------------------------|---------------|------------|------------|-------------|-------|
| <u>BETHEL HTS WTR TREATMENT</u>      |               |            |            |             |       |
| 51-83-501 SALARIES                   | 86,753.65     | 86,753.65  | 124,086.00 | 37,332.35   | 69.9  |
| 51-83-502 OVERTIME                   | 29,333.82     | 29,333.82  | 35,875.00  | 6,541.18    | 81.8  |
| 51-83-508 LEAVE CASHOUT              | 8,209.24      | 8,209.24   | 5,757.00   | ( 2,452.24) | 142.6 |
| 51-83-511 MEDICARE                   | 271.76        | 271.76     | 2,319.00   | 2,047.24    | 11.7  |
| 51-83-512 EMPLOYEE GROUP BENEFITS    | 21,958.87     | 21,958.87  | 42,189.00  | 20,230.13   | 52.1  |
| 51-83-515 UNEMPLOYMENT               | .00           | .00        | 1,243.00   | 1,243.00    | .0    |
| 51-83-516 WORKERS' COMPENSATION      | 2,147.40      | 2,147.40   | 4,132.00   | 1,984.60    | 52.0  |
| 51-83-518 PERS                       | 25,539.25     | 25,539.25  | 35,192.00  | 9,652.75    | 72.6  |
| 51-83-519 UTILITY BENEFIT            | 6,532.96      | 6,532.96   | 7,980.00   | 1,447.04    | 81.9  |
| 51-83-545 TRAINING/TRAVEL            | 2,181.69      | 2,181.69   | 4,000.00   | 1,818.31    | 54.5  |
| 51-83-561 SUPPLIES                   | 2,232.17      | 2,232.17   | 4,000.00   | 1,767.83    | 55.8  |
| 51-83-563 WEARING APPAREL            | 547.89        | 547.89     | 1,500.00   | 952.11      | 36.5  |
| 51-83-567 CHEMICALS                  | 25,034.80     | 25,034.80  | 55,000.00  | 29,965.20   | 45.5  |
| 51-83-592 PLUMBING SUPPLIES          | .00           | .00        | 5,000.00   | 5,000.00    | .0    |
| 51-83-621 ELECTRICITY (PUMPHOUSE)    | 67,208.01     | 67,208.01  | 90,000.00  | 22,791.99   | 74.7  |
| 51-83-622 TELEPHONE                  | .00           | .00        | 500.00     | 500.00      | .0    |
| 51-83-623 HEATING FUEL (PUMPHOUSE)   | 106,124.60    | 106,124.60 | 130,000.00 | 23,875.40   | 81.6  |
| 51-83-649 ENGINEERING SERVICES       | .00           | .00        | 2,000.00   | 2,000.00    | .0    |
| 51-83-650 LAB TESTS                  | 5,448.32      | 5,448.32   | 12,000.00  | 6,551.68    | 45.4  |
| 51-83-661 VEHICLE MAINT/REPAIR       | 1,421.07      | 1,421.07   | 3,003.00   | 1,581.93    | 47.3  |
| 51-83-665 CITY SAFETY                | .00           | .00        | 6,000.00   | 6,000.00    | .0    |
| 51-83-669 OTHER PURCHASED SERVICES   | 8,236.33      | 8,236.33   | 10,000.00  | 1,763.67    | 82.4  |
| 51-83-683 MINOR EQUIPMENT            | 8,890.64      | 8,890.64   | 25,000.00  | 16,109.36   | 35.6  |
| 51-83-721 INSURANCE                  | 17,822.20     | 17,822.20  | 21,729.00  | 3,906.80    | 82.0  |
| 51-83-727 ADVERTISING                | .00           | .00        | 500.00     | 500.00      | .0    |
| 51-83-772 PROJECT EXPENSES           | 150.00        | 150.00     | 50,000.00  | 49,850.00   | .3    |
| 51-83-773 SITE IMPROVEMENTS -CAPITAL | 27,094.00     | 27,094.00  | 70,000.00  | 42,906.00   | 38.7  |
| 51-83-996 ADMIN OVERHEAD-IT SVCS     | 10,635.00     | 10,635.00  | 14,108.00  | 3,473.00    | 75.4  |
| 51-83-998 ADMINISTRATIVE OVERHEAD-GF | 32,492.22     | 32,492.22  | 44,249.00  | 11,756.78   | 73.4  |
| TOTAL BETHEL HTS WTR TREATMENT       | 496,265.89    | 496,265.89 | 807,362.00 | 311,096.11  | 61.5  |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2020

WATER & SEWER SERVICES

|                                      | PERIOD ACTUAL | YTD ACTUAL | BUDGET     | UNEXPENDED   | PCNT  |
|--------------------------------------|---------------|------------|------------|--------------|-------|
| <u>CITY SUB WTR TREATMENT</u>        |               |            |            |              |       |
| 51-84-501 SALARIES                   | 105,495.24    | 105,495.24 | 189,169.00 | 83,673.76    | 55.8  |
| 51-84-502 OVERTIME                   | 65,650.37     | 65,650.37  | 35,875.00  | ( 29,775.37) | 183.0 |
| 51-84-508 LEAVE CASHOUT              | .00           | .00        | 8,932.00   | 8,932.00     | .0    |
| 51-84-511 MEDICARE                   | 2,601.83      | 2,601.83   | 3,263.00   | 661.17       | 79.7  |
| 51-84-512 EMPLOYEE GROUP BENEFITS    | 34,469.62     | 34,469.62  | 66,297.00  | 31,827.38    | 52.0  |
| 51-84-515 UNEMPLOYMENT               | .00           | .00        | 1,953.00   | 1,953.00     | .0    |
| 51-84-516 WORKERS' COMPENSATION      | 3,058.70      | 3,058.70   | 5,814.00   | 2,755.30     | 52.6  |
| 51-84-518 PERS                       | 37,652.03     | 37,652.03  | 49,510.00  | 11,857.97    | 76.1  |
| 51-84-519 UTILITY BENEFIT            | 7,981.98      | 7,981.98   | 12,540.00  | 4,558.02     | 63.7  |
| 51-84-545 TRAINING/TRAVEL            | 4,106.01      | 4,106.01   | 5,000.00   | 893.99       | 82.1  |
| 51-84-561 SUPPLIES                   | 2,369.85      | 2,369.85   | 2,500.00   | 130.15       | 94.8  |
| 51-84-563 WEARING APPAREL            | .00           | .00        | 1,500.00   | 1,500.00     | .0    |
| 51-84-567 CHEMICALS                  | 80,154.15     | 80,154.15  | 100,000.00 | 19,845.85    | 80.2  |
| 51-84-592 PLUMBING SUPPLIES          | .00           | .00        | 3,000.00   | 3,000.00     | .0    |
| 51-84-600 TIRES & WHEELS             | .00           | .00        | 1,500.00   | 1,500.00     | .0    |
| 51-84-602 GASOLINE/DIESEL/OIL        | 1,404.36      | 1,404.36   | 1,000.00   | ( 404.36)    | 140.4 |
| 51-84-621 ELECTRICITY (CS WTF)       | 54,831.01     | 54,831.01  | 60,000.00  | 5,168.99     | 91.4  |
| 51-84-622 TELEPHONE                  | 27.34         | 27.34      | 100.00     | 72.66        | 27.3  |
| 51-84-623 HEATING FUEL(CS WTF)       | 98,427.53     | 98,427.53  | 150,000.00 | 51,572.47    | 65.6  |
| 51-84-650 LAB TESTS                  | 16,454.52     | 16,454.52  | 10,000.00  | ( 6,454.52)  | 164.6 |
| 51-84-661 VEHICLE MAINT (ISF)        | 1,431.07      | 1,431.07   | 3,003.00   | 1,571.93     | 47.7  |
| 51-84-665 CITY SAFETY                | .00           | .00        | 2,500.00   | 2,500.00     | .0    |
| 51-84-669 OTHER PURCHASED SERVICES   | 2,695.70      | 2,695.70   | 5,000.00   | 2,304.30     | 53.9  |
| 51-84-683 MINOR EQUIPMENT            | 16,790.59     | 16,790.59  | 20,000.00  | 3,209.41     | 84.0  |
| 51-84-685 EQUIPMENT                  | 988.32        | 988.32     | .00        | ( 988.32)    | .0    |
| 51-84-721 INSURANCE                  | 11,096.70     | 11,096.70  | 13,560.00  | 2,463.30     | 81.8  |
| 51-84-996 ADMIN OVERHEAD-IT SVCS     | 11,679.85     | 11,679.85  | 15,494.00  | 3,814.15     | 75.4  |
| 51-84-998 ADMINISTRATIVE OVERHEAD-GF | 46,002.50     | 46,002.50  | 63,841.00  | 17,838.50    | 72.1  |
| TOTAL CITY SUB WTR TREATMENT         | 605,369.27    | 605,369.27 | 831,351.00 | 225,981.73   | 72.8  |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2020

WATER & SEWER SERVICES

|                                         | PERIOD ACTUAL | YTD ACTUAL   | BUDGET       | UNEXPENDED   | PCNT  |
|-----------------------------------------|---------------|--------------|--------------|--------------|-------|
| <u>HAULED SEWER</u>                     |               |              |              |              |       |
| 51-85-501 SALARIES                      | 318,923.44    | 318,923.44   | 524,733.00   | 205,809.56   | 60.8  |
| 51-85-502 OVERTIME                      | 98,964.17     | 98,964.17    | 125,000.00   | 26,035.83    | 79.2  |
| 51-85-508 LEAVE CASHOUT                 | 4,898.66      | 4,898.66     | 25,301.00    | 20,402.34    | 19.4  |
| 51-85-511 MEDICARE                      | 6,277.13      | 6,277.13     | 9,421.00     | 3,143.87     | 66.6  |
| 51-85-512 EMPLOYEE GROUP BENEFITS       | 151,733.62    | 151,733.62   | 234,571.00   | 82,837.38    | 64.7  |
| 51-85-515 UNEMPLOYMENT                  | 7,250.00      | 7,250.00     | 6,910.00     | ( 340.00)    | 104.9 |
| 51-85-516 WORKERS' COMPENSATION         | 16,738.70     | 16,738.70    | 18,393.00    | 1,654.30     | 91.0  |
| 51-85-518 PERS                          | 91,505.82     | 91,505.82    | 142,941.00   | 51,435.18    | 64.0  |
| 51-85-519 UTILITY BENEFIT               | 14,531.95     | 14,531.95    | 44,346.00    | 29,814.05    | 32.8  |
| 51-85-545 TRAINING/TRAVEL               | .00           | .00          | 300.00       | 300.00       | .0    |
| 51-85-561 SUPPLIES                      | 10,713.86     | 10,713.86    | 7,000.00     | ( 3,713.86)  | 153.1 |
| 51-85-563 WEARING APPAREL               | 6,133.08      | 6,133.08     | 7,000.00     | 866.92       | 87.6  |
| 51-85-600 TIRES & WHEELS                | 10,959.81     | 10,959.81    | 12,000.00    | 1,040.19     | 91.3  |
| 51-85-601 VEHICLE MT. (PARTS & TOOLS)   | 51,770.51     | 51,770.51    | 50,000.00    | ( 1,770.51)  | 103.5 |
| 51-85-602 GASOLINE/DIESEL/OIL           | 82,214.18     | 82,214.18    | 110,000.00   | 27,785.82    | 74.7  |
| 51-85-621 ELECTRICITY                   | 7,959.09      | 7,959.09     | 8,300.00     | 340.91       | 95.9  |
| 51-85-622 TELEPHONE                     | .00           | .00          | 400.00       | 400.00       | .0    |
| 51-85-623 HEATING FUEL                  | 13,897.50     | 13,897.50    | 12,000.00    | ( 1,897.50)  | 115.8 |
| 51-85-626 WATER/SEWER/GARBAGE           | 3,601.89      | 3,601.89     | 9,000.00     | 5,398.11     | 40.0  |
| 51-85-627 CELL PHONE                    | .00           | .00          | 840.00       | 840.00       | .0    |
| 51-85-661 VEHICLE MAINT/REPAIR          | 147,293.03    | 147,293.03   | 310,326.00   | 163,032.97   | 47.5  |
| 51-85-662 PROPERTY MAINT                | 59,037.73     | 59,037.73    | 46,393.00    | ( 12,644.73) | 127.3 |
| 51-85-669 OTHER PURCHASED SERVICES      | 4,327.95      | 4,327.95     | 7,000.00     | 2,672.05     | 61.8  |
| 51-85-683 MINOR EQUIPMENT               | 279.70        | 279.70       | 3,100.00     | 2,820.30     | 9.0   |
| 51-85-699 HAULED SEWER CAP SL ASSET RES | .00           | .00          | 182,825.00   | 182,825.00   | .0    |
| 51-85-721 INSURANCE                     | 58,126.30     | 58,126.30    | 70,082.00    | 11,955.70    | 82.9  |
| 51-85-722 INSURANCE-DED EXP & OTHER     | .00           | .00          | 20,000.00    | 20,000.00    | .0    |
| 51-85-724 DUES/SUBSCRIPTIONS            | .00           | .00          | 30.00        | 30.00        | .0    |
| 51-85-799 MISCELLANEOUS                 | 59.98         | 59.98        | 1,200.00     | 1,140.02     | 5.0   |
| 51-85-996 ADMIN OVERHEAD-IT SVCS        | 10,224.53     | 10,224.53    | 13,563.00    | 3,338.47     | 75.4  |
| 51-85-998 ADMINISTRATIVE OVERHEAD-GF    | 120,714.34    | 120,714.34   | 193,499.00   | 72,784.66    | 62.4  |
| TOTAL HAULED SEWER                      | 1,298,136.97  | 1,298,136.97 | 2,196,474.00 | 898,337.03   | 59.1  |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2020

WATER & SEWER SERVICES

|                                         | PERIOD ACTUAL | YTD ACTUAL | BUDGET       | UNEXPENDED  | PCNT  |
|-----------------------------------------|---------------|------------|--------------|-------------|-------|
| <u>PIPED SEWER</u>                      |               |            |              |             |       |
| 51-86-501 SALARIES                      | 114,153.99    | 114,153.99 | 167,074.00   | 52,920.01   | 68.3  |
| 51-86-502 OVERTIME                      | 34,066.89     | 34,066.89  | 30,750.00    | ( 3,316.89) | 110.8 |
| 51-86-508 LEAVE CASHOUT                 | 2,853.14      | 2,853.14   | 7,575.00     | 4,721.86    | 37.7  |
| 51-86-511 MEDICARE                      | 2,391.27      | 2,391.27   | 2,868.00     | 476.73      | 83.4  |
| 51-86-512 EMPLOYEE GROUP BENEFITS       | 35,482.97     | 35,482.97  | 55,448.00    | 19,965.03   | 64.0  |
| 51-86-515 UNEMPLOYMENT                  | .00           | .00        | 1,634.00     | 1,634.00    | .0    |
| 51-86-516 WORKERS' COMPENSATION         | 2,588.90      | 2,588.90   | 5,600.00     | 3,011.10    | 46.2  |
| 51-86-518 PERS                          | 32,452.66     | 32,452.66  | 43,521.00    | 11,068.34   | 74.6  |
| 51-86-519 UTILITY BENEFITS              | 3,618.64      | 3,618.64   | 10,488.00    | 6,869.36    | 34.5  |
| 51-86-545 TRAINING/TRAVEL               | .00           | .00        | 3,000.00     | 3,000.00    | .0    |
| 51-86-561 SUPPLIES                      | 4,585.77      | 4,585.77   | 6,000.00     | 1,414.23    | 76.4  |
| 51-86-563 WEARING APPAREL               | 3,546.71      | 3,546.71   | 3,000.00     | ( 546.71)   | 118.2 |
| 51-86-590 GLYCOL SUPPLIES               | 70,000.00     | 70,000.00  | 70,000.00    | .00         | 100.0 |
| 51-86-592 PLUMBING SUPPLIES             | 146.63        | 146.63     | 10,000.00    | 9,853.37    | 1.5   |
| 51-86-600 TIRES & WHEELS                | 123.78        | 123.78     | 2,000.00     | 1,876.22    | 6.2   |
| 51-86-601 VEHICLE MT. (PARTS & TOOLS)   | 4,031.47      | 4,031.47   | 6,500.00     | 2,468.53    | 62.0  |
| 51-86-602 GASOLINE/DIESEL/OIL           | 7,376.30      | 7,376.30   | 15,000.00    | 7,623.70    | 49.2  |
| 51-86-621 ELECTRICITY-LIFTST & BLDG     | 80,941.47     | 80,941.47  | 100,000.00   | 19,058.53   | 80.9  |
| 51-86-622 TELEPHONE                     | .00           | .00        | 500.00       | 500.00      | .0    |
| 51-86-623 HEATING FUEL                  | 29,447.10     | 29,447.10  | 35,000.00    | 5,552.90    | 84.1  |
| 51-86-626 WATER/SEWER/GARB              | 392.25        | 392.25     | 600.00       | 207.75      | 65.4  |
| 51-86-661 VEHICLE MAINT/REPAIR          | 1,637.57      | 1,637.57   | 3,003.00     | 1,365.43    | 54.5  |
| 51-86-665 CITY SAFETY                   | .00           | .00        | 5,000.00     | 5,000.00    | .0    |
| 51-86-669 OTHER PURCHASED SERVICES      | 14,186.11     | 14,186.11  | 20,000.00    | 5,813.89    | 70.9  |
| 51-86-683 MINOR EQUIPMENT               | 73,318.49     | 73,318.49  | 125,000.00   | 51,681.51   | 58.7  |
| 51-86-685 EQUIPMENT                     | 32.99         | 32.99      | .00          | ( 32.99)    | .0    |
| 51-86-691 PIPED SEWER CAPITAL           | .00           | .00        | 40,000.00    | 40,000.00   | .0    |
| 51-86-699 PIPED SEWER CAP EXP SL ASSETS | .00           | .00        | 182,825.00   | 182,825.00  | .0    |
| 51-86-721 INSURANCE                     | 5,372.70      | 5,372.70   | 6,561.00     | 1,188.30    | 81.9  |
| 51-86-736 LEASED PROPERTY-LIFT STATIONS | 14,044.94     | 14,044.94  | 15,000.00    | 955.06      | 93.6  |
| 51-86-777 PROJECT EXP-CULVERTS          | 171,351.00    | 171,351.00 | 175,000.00   | 3,649.00    | 97.9  |
| 51-86-996 ADMIN OVERHEAD-IT SVCS        | 11,157.40     | 11,157.40  | 14,801.00    | 3,643.60    | 75.4  |
| 51-86-998 ADMINISTRATIVE OVERHEAD-GF    | 39,652.66     | 39,652.66  | 55,566.00    | 15,913.34   | 71.4  |
| TOTAL PIPED SEWER                       | 758,953.80    | 758,953.80 | 1,219,314.00 | 460,360.20  | 62.2  |

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2020

WATER & SEWER SERVICES

|                                      | PERIOD ACTUAL   | YTD ACTUAL      | BUDGET          | UNEXPENDED      | PCNT    |
|--------------------------------------|-----------------|-----------------|-----------------|-----------------|---------|
| <u>SEWER LAGOON</u>                  |                 |                 |                 |                 |         |
| 51-87-501 SALARIES                   | 36,232.83       | 36,232.83       | 68,912.00       | 32,679.17       | 52.6    |
| 51-87-502 OVERTIME                   | 7,745.43        | 7,745.43        | 10,250.00       | 2,504.57        | 75.6    |
| 51-87-508 LEAVE CASHOUT              | 634.03          | 634.03          | 2,211.00        | 1,576.97        | 28.7    |
| 51-87-511 MEDICARE                   | 695.06          | 695.06          | 1,148.00        | 452.94          | 60.6    |
| 51-87-512 EMPLOYEE GROUP BENEFITS    | 9,592.13        | 9,592.13        | 21,697.00       | 12,104.87       | 44.2    |
| 51-87-515 UNEMPLOYMENT               | .00             | .00             | 639.00          | 639.00          | .0      |
| 51-87-516 WORKERS' COMPENSATION      | 746.20          | 746.20          | 2,241.00        | 1,494.80        | 33.3    |
| 51-87-518 PERS                       | 9,640.71        | 9,640.71        | 17,416.00       | 7,775.29        | 55.4    |
| 51-87-519 UTILITY BENEFIT            | 870.01          | 870.01          | 4,104.00        | 3,233.99        | 21.2    |
| 51-87-545 TRAINING/TRAVEL            | 403.19          | 403.19          | 3,000.00        | 2,596.81        | 13.4    |
| 51-87-561 SUPPLIES                   | 951.45          | 951.45          | 1,500.00        | 548.55          | 63.4    |
| 51-87-563 WEARING APPAREL            | 503.40          | 503.40          | 2,000.00        | 1,496.60        | 25.2    |
| 51-87-592 PLUMBING SUPPLIES          | 41.98           | 41.98           | 1,000.00        | 958.02          | 4.2     |
| 51-87-602 GASOLINE                   | 2,757.13        | 2,757.13        | 20,000.00       | 17,242.87       | 13.8    |
| 51-87-650 LAB TESTS (SAMPLES)        | 5,251.60        | 5,251.60        | 12,000.00       | 6,748.40        | 43.8    |
| 51-87-665 CITY SAFETY                | .00             | .00             | 2,000.00        | 2,000.00        | .0      |
| 51-87-669 OTHER PURCHASED SERVICES   | 796.01          | 796.01          | 1,000.00        | 203.99          | 79.6    |
| 51-87-683 MINOR EQUIPMENT            | 1,250.15        | 1,250.15        | 2,500.00        | 1,249.85        | 50.0    |
| 51-87-721 INSURANCE                  | 367.80          | 367.80          | 443.00          | 75.20           | 83.0    |
| 51-87-724 DUES & SUBSCRIPTIONS       | 7,920.00        | 7,920.00        | 7,920.00        | .00             | 100.0   |
| 51-87-727 ADVERTISING                | .00             | .00             | 500.00          | 500.00          | .0      |
| 51-87-998 ADMINISTRATIVE OVERHEAD-GF | 38,776.27       | 38,776.27       | 21,993.00       | ( 16,783.27)    | 176.3   |
| TOTAL SEWER LAGOON                   | 125,175.38      | 125,175.38      | 204,474.00      | 79,298.62       | 61.2    |
| TOTAL FUND EXPENDITURES              | 6,163,751.93    | 6,163,751.93    | 10,657,527.00   | 4,493,775.07    | 57.8    |
| NET REVENUE OVER EXPENDITURES        | ( 1,334,885.11) | ( 1,334,885.11) | ( 2,748,087.00) | ( 1,413,201.89) | ( 48.6) |



CITY OF BETHEL  
Office of the City Manager

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*Celebrating 50 Years of Service*

DATE: May 4, 2020  
TO: Bethel City Council  
FROM: Vincenzo S. Corazza, City Manager  
SUBJECT: City Manager April 2020 Monthly Report for May 12, 2020 Regular City Council Meeting

**Personnel Highlights**

The following major personnel events occurred during the month of April:

- PW received verbal resignation from Bill Ferguson, Transit Manager
- Received written resignation from Amy Davis, Lieutenant and Acting Police Chief
- Received written resignation from Christine Blake, Finance Director
- Finance Department continues to have personnel turnover.

**Finances Highlights**

City finances are on track and under budget. See table of figures obtained on 5/4/2020.

|    | A                             | B | C | F | G          | H | I           | J | K           | L | M       | N | O | P | Q | R | S |
|----|-------------------------------|---|---|---|------------|---|-------------|---|-------------|---|---------|---|---|---|---|---|---|
| 1  |                               |   |   |   |            |   |             |   |             |   |         |   |   |   |   |   |   |
| 2  | <b>Revenue</b>                |   |   |   |            |   |             |   |             |   |         |   |   |   |   |   |   |
| 3  |                               |   |   |   | YTD Actual |   | Budget      |   | Unexpended  |   | Percent |   |   |   |   |   |   |
| 4  | Taxes                         |   |   |   | 5,387,151  |   | 8,380,744   |   | 2,993,593   |   | 64.3 %  |   |   |   |   |   |   |
| 5  | State & Federal Revenues      |   |   |   | 1,114,879  |   | 1,013,000   |   | (101,879)   |   | 110.1 % |   |   |   |   |   |   |
| 6  | Charges for Services          |   |   |   | 160,732    |   | 346,640     |   | 185,908     |   | 46.4 %  |   |   |   |   |   |   |
| 7  | Licenses, Permits & Fees      |   |   |   | 454,810    |   | 722,803     |   | 267,993     |   | 62.9 %  |   |   |   |   |   |   |
| 8  | Miscellaneous                 |   |   |   | 586,142    |   | 506,000     |   | (80,142)    |   | 115.8 % |   |   |   |   |   |   |
| 9  |                               |   |   |   |            |   |             |   |             |   |         |   |   |   |   |   |   |
| 10 | Total Fund Revenues           |   |   |   | 7,703,714  |   | 10,969,187  |   | 3,265,473   |   | 70.2 %  |   |   |   |   |   |   |
| 11 |                               |   |   |   |            |   |             |   |             |   |         |   |   |   |   |   |   |
| 12 | <b>Expenditures</b>           |   |   |   |            |   |             |   |             |   |         |   |   |   |   |   |   |
| 13 | Administration                |   |   |   | 254,330    |   | 549,166     |   | 294,836     |   | 46.3 %  |   |   |   |   |   |   |
| 14 | City Clerks Office            |   |   |   | 124,040    |   | 192,498     |   | 68,458      |   | 64.4 %  |   |   |   |   |   |   |
| 15 | Finance                       |   |   |   | 413,360    |   | 522,926     |   | 109,566     |   | 79.1 %  |   |   |   |   |   |   |
| 16 | Planning                      |   |   |   | 221,171    |   | 444,627     |   | 223,456     |   | 49.7 %  |   |   |   |   |   |   |
| 17 | Technology Departments        |   |   |   | 205,918    |   | 311,093     |   | 105,175     |   | 66.2 %  |   |   |   |   |   |   |
| 18 | City Attorney's Office        |   |   |   | 40,663     |   | 204,661     |   | 164,028     |   | 19.9 %  |   |   |   |   |   |   |
| 19 | Fire Department               |   |   |   | 1,297,572  |   | 1,753,331   |   | 455,759     |   | 74.0 %  |   |   |   |   |   |   |
| 20 | Police                        |   |   |   | 2,410,253  |   | 3,748,953   |   | 1,338,700   |   | 64.3 %  |   |   |   |   |   |   |
| 21 | Public Works-Admin            |   |   |   | 102,220    |   | 238,939     |   | 136,719     |   | 42.8 %  |   |   |   |   |   |   |
| 22 | PW-Streets & Roads            |   |   |   | 1,244,906  |   | 2,300,320   |   | 1,055,414   |   | 54.1 %  |   |   |   |   |   |   |
| 23 | Property Maintenance          |   |   |   | 825,651    |   | 2,981,004   |   | 2,155,353   |   | 27.7 %  |   |   |   |   |   |   |
| 24 | Community Service             |   |   |   | 232,521    |   | 299,600     |   | 67,079      |   | 77.6 %  |   |   |   |   |   |   |
| 25 | In Kind Match & Transfers     |   |   |   | 339,733    |   | 635,758     |   | 296,025     |   | 53.4 %  |   |   |   |   |   |   |
| 26 |                               |   |   |   |            |   |             |   |             |   |         |   |   |   |   |   |   |
| 27 | Total Fund Expenditures       |   |   |   | 7,712,307  |   | 14,182,876  |   | 6,470,568   |   | 54.4 %  |   |   |   |   |   |   |
| 28 |                               |   |   |   |            |   |             |   |             |   |         |   |   |   |   |   |   |
| 29 | Net Revenue Over Expenditures |   |   |   | (8,593)    |   | (3,213,689) |   | (3,205,096) |   |         |   |   |   |   |   |   |
| 30 |                               |   |   |   |            |   |             |   |             |   |         |   |   |   |   |   |   |

**Vincenzo Corazza:**  
This is good! We got more money than anticipated.

**Vincenzo Corazza:**  
This is good! We got more money than anticipated.

**Vincenzo Corazza:**  
We should be spending closer to 80% as we only have 2 months left in Fiscal Year. Expect a spike in spending before June 30, 2020 as the river throws and barges start coming in.

Grant-wise, the City of Bethel is pursuing two Village Safe Water grants: (1) \$75,000 for engineer to complete preliminary engineering report and environmental assessment to run a water pipe and construct a 500,000 gallon water tank on City property near Post Office, and (2) \$6,127,000 for construction of Bethel Heights water and sewer improvements, which includes the connection to 25 homes currently served by the haul system.

### **Operation Highlights**

During the month of April, City buildings were closed to public access due to Corona Virus Disease 2019 (COVID-19). However, City employees still continued to perform their normal day-to-day activities.

The Bethel Emergency Operations Center (BEOC) was activated April 1, 2020 at Level 2 and became fully activated to level 3 when the first COVID-19 case was reported on April 6. On April 7, Staff members were trained/refreshed in Emergency Operations Center and Incident

Command System protocol. The BEOC was able to open, track, execute and close 13 incidents related to COVID-19. The EOC has gone back to Level 2 with an eye on possible flooding as an emergency response.

To enforce social distancing and provide some assurance of protection for Kusko Cab drivers who quit and forced Kusko Cab to shut down, a social distancing fare scheme was implemented to discourage ride-sharing (strangers sitting next to each other) during the month of April. The City's Transit system was suspended, making taxicabs the only transportation for the public.

Streets and Roads Division thawed out 135 culverts and installed \$100K worth of gravel to repair washed out roads and shored up soft roads.

Planning received two conditional use permits, one for a marijuana cultivation facility and one for a marijuana retail store.

The public works building, shop floor rehab project is out to bid. The bid opening date is May 11, 2020 at 3:00 PM in City Hall.

### **Department Reports**

Detailed reports from the following departments are attached:

- 1) Public Works Department
- 2) Police Department
- 3) Fire Department
- 4) Port of Bethel
- 5) Finance Department
- 6) Planning Department
- 7) Info. & Technology Department



William Arnold, Public Works Director  
1155 Ridgecrest Drive  
PO Box 1388 Bethel, AK 99559  
P: (907) 543-3110  
F: (907) 543-2046  
warnold@cityofbethel.net

## **MEMORANDUM**

**DATE:** 04.30.2020  
**TO:** Vincenzo Corazza, City Manager  
**FROM:** Bill Arnold, Public Works Director  
**SUBJECT:** Manager's Report – Public Works Department

### **Programs/Divisions**

**Utility Maintenance:** 14 alarms on residential lift stations were responded to. Multiple issues with grinder pumps, heat trace, and float systems.

- Monthly meter reading and service connections were completed
- Clean up and organization of shops and vehicles.
- 14 residential lift station repairs
- Line flushing and leveling activities on low-flow and plugged sewer lines. Non-compliance reports were filled out per DEC requirements.
- Daily safety meeting
- Did sewer tie in at 913 Ridgecrest Drive.
- All three Utility Maintenance Trucks are having issues that require repairs. Several of these are major safety issues. Continue to work with V&E to repair them, but some issues are arising due to two of the vehicles are more than 10 years old
- Continue to monitor water leak on first road. Emergency repair parts ordered and ready.
- Been doing clean up outside around shop.
- Demo the box around the lift station at City Hall in hope to minimize with the sewer smell

### **Property Maintenance:**

- City Hall
  - Some seasonal transitioning work was needed in mechanical room boiler. Pressures were fluctuating greatly and temps were spiking which caused the boiler to lock out.
- Court House
  - Glycol line found leaking in old OCS leased space. Isolated the leak.
  - Flooding in the back entry from melting snow and ice. Daily pumping of the standing water.
- YKFC - Pool
  - Leaking flange found on HX2 for pool heating system. Repairs are in works.
  - Pressure fluctuations on entire Boiler system has become an issue.

- Police Department.
  - Connect an evacuation hose and routed from lift station to back side of building from underneath the shop entry ramp.
- Fire Department
  - Ordered Asphalt sealer for newly paved areas of the Fire department emergency vehicle roll out. Awaiting sealer to arrive.
- Bethel Heights Water plant
  - Leaking reheating Coil number one failed. Large leak.
- Dog Pound building
  - Micro Air air scrubbers were reported not functioning. Repaired.
- Airport Lift Station
  - Electrical circuit to lighting in space failed.
  - Small glycol leak coming from line discovered.
- Transit building
  - Glycol circulating pump failure. Replaced again.
  - Significant pressure discrepancy discovered. RE pressurized the system with Glycol.

### **Road Maintenance:**

Streets and Roads thawed out 135 culverts throughout the month of April during the spring thaw. Some of the culverts kept re-freezing.

Streets and Roads did haul \$100,000 of D-1 gravel from Knik yard to the City Shop with three dump trucks, and the side dump truck. We used up most of the D-1 gravel, starting with the worst roads and most used roads, in order to keep the roads usable for public traffic, including water and sewer trucks.

Streets and Roads dug four graves at the new cemetery by the airport with 420D backhoe. Aver drilled through the frozen ground and we dug the rest of it with backhoe.

Streets and Roads has been pumping out the lake by QFC1 due to flooding. We started pumping water for three days and it looks like we will be done in a day or so.

### **Transit System:**

The Bethel Transit System and the City's Finance Department has submitted the monthly Billing Summaries, to DOT, for the months of July through February. Currently the State has reimbursed the City \$109,869.95, from the Federal/State Transit System grant, and \$75,443.24 reimbursement for the new bus. As soon as the Finance Department closes March, I will be working on the March Budget Summaries. During the COVID-19 virus the State Transit staff (DOT) have been working from home and processing the Billing Summaries are slow.

Bethel Public Transit System has been down the month of April because of the COVID-19 virus. The past several weeks I've received phone calls wondering when the City's bus will be starting backup. At this time, I'm not sure. If and when it does start back up there will need to be a new

bus schedule and strict guidelines, for bus drivers and passengers, will need to be followed until the COVID-19 is over. The inside of the bus will need to be disinfected, using a Clorox solution, in the morning, noon, and evening. All passengers will need to wear facemasks and if sick, stay home. The driver will wear a facemask and gloves.

Our part time driver has submitted her resignation and given her two-week notice. A replacement might be difficult to find at this time. The current bus schedule runs daily, Monday through Friday, from 6:30am to 10:30am and 11:30am to 6:15pm. Until a replacement for the part-time driver is found, the bus schedule will need to be adjusted, 6:30am to 10:30am and 2:30pm to 6:15pm.

### **Landfill / Recycle Center:**

The Landfill has been hard at work as usual getting our hands dirty dealing with everyone's garbage. We have hopefully gotten through the mud stage of the year and now are trying to get and keep cells covered in order to make DEC happy. As soon as the sand starts coming our way, we can finish the new road and Streets and Roads can gravel it.

### **Water Plant Operations:**

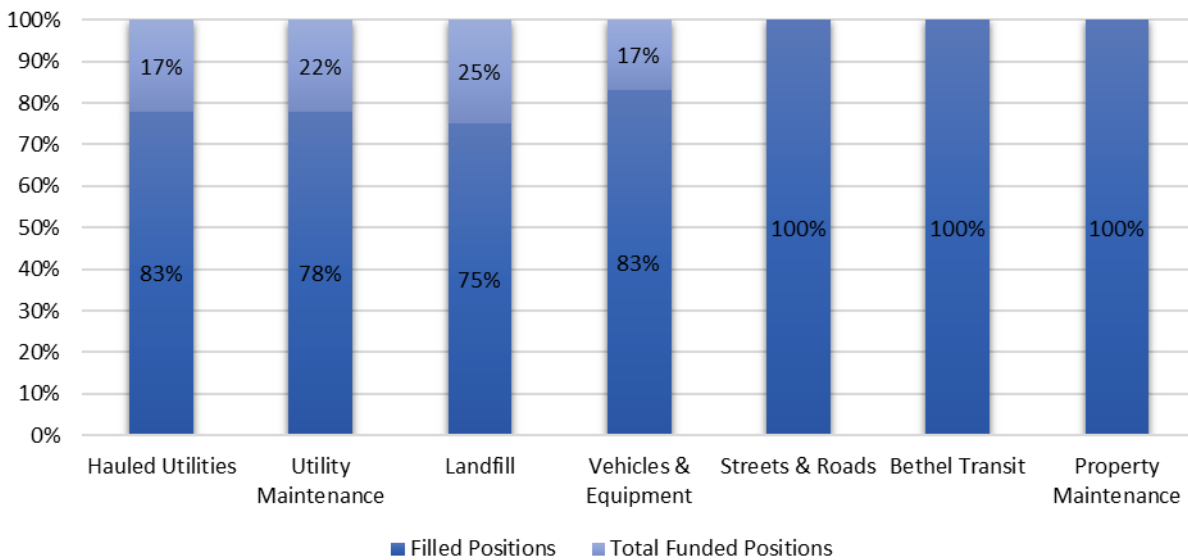
- Bethel Heights Water plant
  - Both Main boilers are online and operating for winter. Minor service needed.  
Small boiler placed in "off" status for winter  
Plant is in lock down no outside visitors
- City Sub Water Plant
  - Minor adjustments and repairs are being made to the A and B loop glycol line returns and supply. Pump boiler pressures up with additional glycol and brought boilers to online/operational status for winter.

Plant is in lock down no outside visitors

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

Chart updated: 04/30/2020

## Public Works Employment Vacancy Status



| Department             | Hauled Utilities | Utility Maintenance | Landfill | Vehicles & Equipment | Streets & Roads | Bethel Transit | Property Maintenance |
|------------------------|------------------|---------------------|----------|----------------------|-----------------|----------------|----------------------|
| Filled Positions       | 14               | 7                   | 3        | 5                    | 5               | 3              | 5                    |
| Total Funded Positions | 18               | 9                   | 4        | 6                    | 5               | 3              | 5                    |

# CITY OF BETHEL POLICE DEPARTMENT

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## April 2020 Monthly Report

### Personnel:

This month our two on two off Officers went back to their regular schedules, with a plan in place that allows them to visit their families and still keep the community of Bethel safe from COVID-19. With the nice weather, we started doing more traffic enforcement and ATV enforcement.

We finished our selection process for the open Investigator position. Officer Charles was selected for promotion to Investigations. Investigator Charles has been with the department for several years and has worked his way up from a CSP to an Investigator. We would like to congratulate Investigator Charles for his hard work and wish him the best of luck with his new position.

We currently have two vacancies in Patrol and have four applicants two of which are currently employed within the police department. The hiring process for a patrol officer has defiantly been a challenge with COVID-19. We have not found anyone willing to conduct a polygraph for us while this pandemic is going on. We just filled our last dispatch position. We would like to welcome Ryan Smith to our dispatch team. Ryan is from Bethel and we are excited to have him onboard.

All of the Administrative, CSO, and CSP positions continue to be fully staffed.

We have a conditional offer out for the Chief of Police position. The Chief of Police candidate is Richard H. Simmons Jr. out of Fort Worth, Texas. He has over two decades of police service to the citizens of Fort Worth, Texas, alongside a decade of volunteer government positions with the City of Weatherford. He is an experienced, inclusive, and multi-faceted municipal police leader who is very familiar with building relationships

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Bethel Police Department | P.O. Box 809 | 157 Salmonberry Rd. | Bethel, Alaska 99559  
Telephone 907-543-3781 | Fax 907-543-5086 | [www.cityofbethel.org](http://www.cityofbethel.org)

with the stakeholders and community. Lieutenant Simmons Jr. retired as a First Sergeant from the Marine Corp. He has a BA in political science and a Master's of Science in Criminal Justice Leadership and Management. Lieutenant Simmons Jr. is a graduate of the FBI National Academy as well. He and his wife Carrie Simmons, who is an RN, are very interested in relocating to Bethel and starting a new adventure.

### **Operations:**

There were approximately 951 calls for service the month of April; a decrease of approximately 36 calls for service from March and down approximately 681 calls for service from the same period in 2019. The number of calls requiring investigative reports was at 107, up 13 from March and was the same for 2019. There were 123 intoxicated pedestrian calls compared to 532 for the same period last year. The number of domestic violence arrests was 39 this month compared to 37 for the same period in 2019 and 20 in March. There were 6 DUI arrests compared to 10 for the same period last year and 4 arrests in March. There were 3 death investigations in April, compared to 1 for the same period last year.

### **Animal Control:**

There were 49 animal control calls for service for the month with 4 reported dog bites.



CITY OF BETHEL  
Fire Department

*Daron Solesbee, Acting Fire Chief*

*P.O. Box 1388, Bethel, Alaska 99559*

*Phone: (907)-543-2131*

*Fax: (907)-543-2702*

*dsolesbee@cityofbethel.net*

Celebrating 50 Years of Service

DATE: May 4, 2020

TO: Vinny Corazza, City Manager

FROM: Daron Solesbee, Acting Fire Chief

SUBJECT: Management Report, April 2020

### **Current Events**

- The department is assisting the Incident Commander with Emergency Operations Center tasks. Currently, Captain Solesbee is serving as the EOC Operations Chief. Chief Howell will resume that responsibility after his review and submission of each department's budget.
- The department has initiated annual ladder, fire hose, fire pump, and hydrant testing.
- The final inspection for newly remounted Medic-5 will be held on May 12, 2020 in Chehalis, WA with Capt. Solesbee. The department will hire a local mechanic in Washington to perform the mechanical inspection. M-5 will be transported to Alaska Marine Lines and will arrive in Bethel on the second summer barge in late May or early June.
- The 2020 Cama-i Dance Festival has been postponed until fall 2020 due to concerns regarding the Novel Coronavirus (COVID-19).

### **Community Planning/Preparedness**

- The department is preparing for a flood response during this year's breakup of river ice. USWS hydrologists are expecting higher-than-normal flood risk this year. Captain Solesbee has been participating in AVCP RRC's River Watch teleconferences.
- The department is being proactive in its preparedness and potential response to the Novel Coronavirus-2019 (COVID-19) threat. Staff have obtained training from the CDC, NIOSH, NHTSA, and World Health Organization regarding this pathogen and are taking precautions by ordering responder personal protective

equipment. Response SOP's and guidelines have been developed for the assessment, treatment, transport, and isolation of patients with confirmed or suspected infection of COVID-19. Communication and patient transportation procedures between BFD EMS and YKDRH-ER have been developed concerning the isolation and quarantine of these patients. Currently, there are no known or suspected cases of COVID-19 in Alaska. The best ways of preventing the spread of this disease is proper handwashing, disinfecting commonly touched surfaces, and staying away from individuals who are or may be sick. This is a dynamic situation and updated information will be shared as soon as it is available. For current updates regarding COVID-19, please visit:

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Department members attended Emergency Preparedness Meetings at YKHC to discuss the management, response, and preparation regarding COVID-19.

- Bethel Fire Department has been selected as a test site for the new Medicaid Supplemental Emergency Medical Transport (SEMT) program. Being part of this pilot will allow Bethel to shape the program to meet Bethel's needs. SEMT legislation (HB 176) was signed into law in June of last year. This law allows municipal ambulance services to receive reimbursement of 50% or more of the uncompensated cost (UCC) of providing ambulance services. City personnel are required to complete cost report spreadsheets based on FY18 and FY19 budget figures. The department has entered into a contract with AP Triton to provide this service to the City of Bethel for a fee of \$5,000.00 + 3% of annual earnings. AP Triton supposed to conduct training for involved parties in April 2020, but was postponed.

### **Training**

- Staff meetings were held on April 10 and 24. Current department events and job assignments were discussed.
- On 04/07/20 at 7:00 p.m. an EMT Meeting was held with department members via Zoom online video conferencing. Responders discussed personal protective equipment (PPE) and COVID-19 response precautions.
- On 04/09/20 at 7:00 p.m. a Fire Meeting was held with department members via Zoom online video conferencing. Responders discussed personal protective equipment (PPE) for COVID-19 response specific to Firefighters.
- On 04/23/20 at 7:00 p.m. a Fire Meeting was held with department members via Zoom online video conferencing. Responders reviewed the Wildland Firefighting Standing Orders and 19 Watch-out Situations.
- The department will host EMT-2 and EMT-3 Initial courses this spring. Course proposals have been requested. Due to travel restrictions caused by COVID-19, a distance learning format may be utilized.

- The remainder of the Firefighter-1 course was cancelled, due to COVID-19.

## **Responses**

- Between 04/01/2020 and 04/30/2020, the Bethel Fire Department responded to 71 EMS and 15 Fire incidents.
- On 04/01/20 at 2:30 P.M. Firefighters responded to YKHC Materials Management for the report of fire alarms going off. Upon arrival, firefighters observed no smoke or fire. An employee had burn popcorn in the microwave causing the alarms to go off.
- On 04/03/20 at 6:45 A.M. Firefighters responded to the report of a chimney fire. Upon arrival, Firefighters observed no smoke or fire. Firefighters advised home owner to clean chimney.
- On 04/11/20 at 1:17 PM medics responded to the report of a man not breathing. The patient was found to be dead and the scene was turned over to police.
- On 04/23/20 at 3:09 p.m. medics responded to the intersection of Ptarmigan Road and Delapp Drive for the report of children who were hit by a vehicle. Two patients assessed and transported to the hospital with their parents.

## **Budget/Financial**

- The department is operating within budget.
- The preliminary budget was submitted to the City Manager.

## **Grants**

- The Department was awarded \$5,141.00 from the Department of Homeland Security for a new Thermal Imaging Camera (TIC). One MSA Evolution 6000+ thermal imaging camera was purchased and will be installed on the new Truck-1.
- The Department was awarded funding through the Volunteer Fire Assistance program for \$7,470, for three sets of firefighting turnouts. Due to Federal budget cuts to the VFA program, this award was cut in half. Two sets of turnout gear was purchased. The grant will be closed out soon.
- The Department applied for and passed the first round of approval for the Phase 18 Code Blue Grant for \$45,000 for the remount of Medic-5 to a new chassis. Funds have been awarded and will be reimbursed soon.

## **Staffing/Recruitment**

- The Department is fully staffed.
- Two employee evaluations are currently due. These will be completed soon.

## **Vehicles & Equipment**

- We have received the parts for the Class-A Foam system for Engine-4. Staff determined that a 1" valve was required, upon finding the ¾" valve shipped was too small for the current foam system plumbing.
- Pump and aerial testing was performed by a technician from Underwriter's Laboratories. Engine-3 and Engine-4 failed their vacuum tests. Staff will adjust and/or replace packing material in E-3 and E-4's pump packing glands and repeat the vacuum test. Truck-1 passed its pump test, but failed the aerial test. See attached reports. Hughes Fire Equipment has sent instructions on how to perform the repairs. V&E has been advised and has agreed to perform the repairs or provide shop space if it is determined an outside technician is required.

| FIRE DEPARTMENT VEHICLE STATUS |              |      |                                                                                                                                                                                                                                                                                         |
|--------------------------------|--------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Vehicle                        | Type         | Year | Status                                                                                                                                                                                                                                                                                  |
| Medic 4                        | Ambulance    | 1999 | <i>(Backup ambulance) In service, Airbags repaired.</i>                                                                                                                                                                                                                                 |
| Medic 5                        | Ambulance    | 2003 | In Seattle, WA being refurbished and remounted onto a new 2019 Dodge Ram 4500, gas chassis at Braun Northwest, Inc.                                                                                                                                                                     |
| Medic 6                        | Ambulance    | 2017 | <i>(Frontline Ambulance) In service.</i> Slow leak in rear Liquid Spring suspension. Back-Up camera is not functioning. Rear heat in patient compartment is intermittent. Paint defects. Staff is requesting a technician from Braun Northwest to troubleshoot and repair these issues. |
| Engine 4                       | Pumper       | 2013 | <i>(Frontline pumper) In service,</i> Seat belt sensor silenced but still needing repair by V&E.                                                                                                                                                                                        |
| Engine 3                       | Pumper       | 1986 | <i>Being outfitted as a tender and water supply unit. 3000 feet of LDH (future).</i> (Poor overall condition needs replacement) Generator was remounted.                                                                                                                                |
| Truck 1                        | Ladder Truck | 2017 | Outfitting, in service. See 2019 UL Pump and Aerial reports. DEF sensor malfunction (parts ordered by V&E), aerial desiccant plugs and hydraulic pump to be repaired by V&E.                                                                                                            |
| Com 1                          | Pickup       | 2014 | In service.                                                                                                                                                                                                                                                                             |
| Com 2                          | Pickup       | 2004 | In service.                                                                                                                                                                                                                                                                             |

# **PORT OF BETHEL**

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



TO: Vinny Corazza, City Manager  
FROM: Allen Wold, Port Director  
SUBJECT: April 2020 Managers Report

- **Small Boat Harbor**
  - Repairing floats.
  - Ordered screw jacks for the approaches to level them out.
- **City Dock/Beach 1/Petro Port**
  - Customers in and out of the Dock. 4 crews working.
  - Maintaining access for use of Dock, Beach 1, and Petro Yard.
  - Graded the City Dock, brought 5 loads of gravel.
- **Port Office**
  - Property Maintenance checking on building daily.
  - Ordered office furniture.
  - Cleaning office daily with disinfectant.
  - Working on our camera system for the Small Boat Harbor and the City Dock.
- **Admin**
  - Monthly Storage billing for customers.
  - Training City Dock Attendant in heavy equipment and preparing him for his C.D.L.
  - Port Commission on 4/29/20. Pete Williams new Port Commissioner.
  - Formed a Clean Up Green Up Committee. Figuring out prizes and date to be held.
  - Working on FY21 Budget
  - Meetings with Directors about Covoid 19.
- **Seawall**
  - Consistent clean up.
  - Hung up 20 life rings all along Seawall. Painted locations where the life rings were hung.
  - Fixed Cable Fencing.
- **Misc.**
  - Inventory of tools, cleaning supplies, etc. in office and shops.
  - V&E working on our pickups.
  - Streets and Roads using our gravel.
  - Fabricating ballards for the Port Office.



# City of Bethel

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

907-543-1386

Fax # 543-1388

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

**To: Vinny Corazza**

**From: Christine Blake, Finance Director**

**Subject: April 2020 Manager's Report**

**Date: May 4, 2020**

## **FY21 Budget**

We are approximately half way through completing the first draft of the FY21 Budget (many thanks to Bill Howell for his assistance).

## **COVID-19**

We have set up an activity code in Caselle to track our expenses related to COVID19, we have reports from Caselle to support lost revenues for utility interest and penalties and will be able to run similar reports for Sales Tax.

## **Staff**

In the past 13 months, we have had 3 different Utility Billing Clerks, 5 Front Desk Clerks, 3 Sales Tax Specialists, 3 General Ledger Accountants, 2 Assistant Finance Directors, 2 Finance Directors and 3 City Managers. Tomorrow we have a new Front Desk Clerk starting (the 5<sup>th</sup> one in the past 13 months). She is a seasoned, long-time office manager coming over from YKHC. I have hired her at the the highest wage possible without exceeding our personnel budget, because historically the front desk position has been paid a low wage and we tended to hire folks with less experience and fewer skills. I believe the front desk and billing specialists are the face of the City. They are responsible for billing and collecting \$7.5m a year so I think our customers deserve to have their utility accounts and service needs handled by the highest level of professionals we can find.

I have appointed an Acting Assistant Finance Director, but Finance will also need a knowledgeable and experience accounting professional as soon as possible. The Department is very fragile and will need strong guidance, support, and encouragement. When you read the FY19 Audit Report, consider the volume of work put into billing, collection, spending, and recording every dollar in that report.

To: Vinny Corazza, City Manager  
From: Ted Meyer, Planner  
Subject: April Manager's Report  
Date: May 1, 2020

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## **SUBDIVISIONS**

### **ONC Ciullkulek Subdivision**

The subdivision agreement punch list is complete. It is anticipated the agreement will be signed shortly by the city manager and owner. Upon signatures, the Notice to proceed will be given by the planning department to begin construction of subdivision roads.

### **Blue Sky Estates Subdivision**

There is one item left on the subdivision agreement punch list.

### **Tanqik Subdivision**

The subdivision agreement punch list is steadily getting closer to completion.

## **ZONING ACTIVITIES**

Staff completed the windshield land use survey of the Kasayuli Subdivision. This information will be used in a report to the Planning Commission once the zoning hearing is scheduled, at a later date.

## **SITE PLAN PERMITS**

Four applications received in April.

## **CONDITIONAL USE PERMITS**

Staff is currently working with two applicants: an applicant for a marijuana cultivation facility and with a CUP applicant for a marijuana retail store for submitting complete applications.

## **CODE ENFORCEMENT**

Staff continues to work with the City Attorney on code enforcement issues.

## **MAPPING**

Staff continues to enhance the 2019 GIS program by adding scale, road names layers, and a distance measurement tool, etc.

## **PLANNING COMMISSION BUSINESS**

### **April 9, 2020 Planning Commission Hearing**

The Planning Commission approved for recommendation to the City Council, text revisions regarding BMC 15.12.060 (Site Plan Permits- Action on an Application). The proposed ordinance will be on the May 12 Council agenda.

# **Memorandum**

**Date:** May 1, 2020

**To:** Vinny Corazza, City Manager

**From:** Bo Foley, IT Director

**Subject:** IT Director's Report

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## **April 2020 Current Events**

- **COVID-19 Teleworking:**

Administration identified me as of the employees that could be placed on telework status and as such I have spent most of the month trying to work from home. Unfortunately, since so many other employees are new to working from home, I have had to spend more time than not in the office or meeting with others in order to get them situated.

Teleworking relies largely on a strong Internet connection to support it. This is something the City lacks due to the realities of what a stronger connection costs in rural Alaska. Most have found it more productive to simply come into the office, myself included. At least all City buildings have been more or less closed to the public, which mitigates some of the danger of COVID-19 spreading for those that are electing to be in the office rather than stay at home.

- **Emergency Operations Center:**

I have had to dedicate a significant portion of the month supporting the needs of the City's Emergency Operations Center (EoC). I made sure each section chief had some kind of computer and Internet access as well as a conference line and four additional phones dedicated to the EoC. This was facilitated with spare laptops I procured for the City's hardware rotation. The phones were spares that were originally intended for replacements as well. I only had to purchase very little in order to tie everything together; most of what we needed was already on hand and set up.

If there were ever an emergency where the City's servers were compromised, more specifically our phone server, several analog lines were newly installed at the Fire department to serve as a contingency so we could continue having working communications.

- **New Planning Plotter:**

I assembled a new planning plotter at public works that had arrived this month. I have not yet taken the old plotter offline just in case the planning department has need of a plotter during this emergency situation with COVID-19. The current plan is to wait until the heat of the current situation dies down and then swap the machines that are in use. The old plotter can likely be sold at auction or backhauled for e-recycling when I send the rest of the old city equipment to Anchorage.

## **Memorandum**

**Date:** May 1, 2020

**To:** Vinny Corazza, City Manager

**From:** Bo Foley, IT Director

**Subject:** IT Director's Report



- **Emergency Operations Center Certifications:**

Our human resources department informed that everyone participating in the City's EoC was to take two mandatory training courses put forth by FEMA to certify individuals in the Incident Command System (ICS) as well as the National Incident Management System (NIMS). I did manage to obtain both certifications and get them submitted to HR.



- **Travel Ban Issues:**

The current travel restrictions are keeping some of my department business from moving forward. The Xerox copier in Finance is in need of some repairs, but the technician that usually flies out to handle that is prohibited from making the trip. As such, we will need to just make due until restrictions are lifted. This goes for any problems with the other Xerox copiers as well. Similarly, someone from Alaska Tech Services was supposed to visit to try and assist me in troubleshooting or applying a bandage fix for the problems with our current phone system until it can be replaced. He too isn't able to make the trip.

- **Normal Trouble Tickets:**

Beyond the above-mentioned items, the month has been spent fixing or helping with run-of-the-mill trouble tickets such as email issues, printing/scanning, missing network drives, login problems, etc. Where possible, I have tried to handle all of these problems remotely, but some cases have required hands-on in which I wore appropriate personal protective equipment (PPE) when visiting with employees.

## **Memorandum**

**Date:** May 1, 2020

**To:** Vinny Corazza, City Manager

**From:** Bo Foley, IT Director

**Subject:** IT Director's Report

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### **Future Plans**

- **Continuing to weather COVID-19:**

COVID-19 has disrupted a great many aspects of not only my department, but all departments across the board. Major items such as the city budget will need to be addressed soon, but it will be difficult to make any kind of long term plans until we start to see the direction the COVID-19 spread is taking. With any luck, we can slowly start to return towards a semblance of normal operations.

# City of Bethel, Alaska

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## City Clerk's Office

### Council Regular Meetings

May 6, 2020 Special Meeting

May 12, 2020 Regular Meeting

May 26, 2020 Regular Meeting

### Passports

1

### Burial Permits

1

### Documents

Budget Modification 19-11 (p) Amending the FY 2020 Budget COVID-19 Expenses

AM 20-13 Allocation of Salary 2021, Police Chief

Proclamation recognizing Reyne Athanas for her Induction into the Alaska Women's Hall of Fame

Ordinance 20-11 Extending the Emergency Declaration

### Elections

The Office obtained sample by mail envelopes and quotes from vendors on cost.

Reached out to the State to confirm the City's accessibility and viewing of signatures for voter verification and process.

Continued to update forms and website information related to Elections.

The draft election code modification is on hold until the office can verify some by mail ballot envelope adjudication requirements with the state.

### Misc.

Researched junk and abandoned vehicle regulations for the state and other municipalities.

Started working on modifications to our junk vehicle code provisions.

Prepared a junk vehicle removal form for administration's consideration.