

CITY OF BETHEL

City Council Meeting Agenda, September 8, 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 Dymont



ALL PUBLIC MEETINGS OF THE CITY OF BETHEL WILL BE HELD VIRTUALLY.

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If you would like to provide written public comment for this meeting please email cityclerk@cityofbethel.net by 5:00 p.m. the day of the meeting.

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

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

Kevin Morgan, Asst. City Clerk

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

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

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

6. APPROVAL OF MEETING MINUTES

- 6.1. *8-25-2020 Regular City Council Meeting
- 6.2. *8-26-2020 Special City Council Meeting
- 6.3. *8-31-2020 Special City Council Meeting

7. REPORTS OF STANDING COMMITTEES

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

8. SPECIAL ORDER OF BUSINESS

9. UNFINISHED BUSINESS

- 9.1. Public Hearing Of Ordinance 20-12(b): Amending The City Of Bethel Fiscal Year 2021 Budget-Heat Trace Loop Relief (City Manager Corazza)
- 9.2. Public Hearing Of Budget Ordinance 20-12 (C): Amending The City Of Bethel Fiscal Year 2021 Budget- Professional Services (Mayor Barr)

10. NEW BUSINESS

- 10.1. Emergency Ordinance 20-29: Extending The Declaration Of Emergency Issued Through Ordinance #20-11, Ordinance #20-09, And Ordinance #20-08 (Acting City Manager Strickler)
- 10.2. *Introduction Of Ordinance 20-30: Authorizing The Sale Of The Land And Building Located At 127 Atsaq Way To The Bethel Winterhouse (Acting City Manager Strickler)
- 10.3. *Introduction Of Ordinance 20-12 (d) Amending The City Of Bethel Fiscal Year 2021 Budget-Finance Department Stabilization-KYUK Lease Space-Streets And Roads-Hydrologic And Hydraulic Survey-Travel And Advertisement For City Manager Recruitment-Security System 4-H Youth Center-Fitness Center Feasibility Study For Phase 2-Grant Reports (Acting City Manager Strickler)
- 10.4. *Resolution 20-14; Authorizing The Procurement Process For Consulting Services For Independent Contractors To Conduct A Review Of Municipal Operations To Include But Not Be Limited To (1) Employee Complaints Of Improper Conduct By Supervisors (2) Financial Operations Of The City And (3) Management And Accounting Of Cares Act Funds As Provided By BMC 4.20.170 (Acting City Manager Strickler)
- 10.5. *AM 20-42 Appointment Of Committee/Commission/Board Member. Ryan M. Jeffries- Public Works Committee (Mayor Barr)
- 10.6. *AM 20-43: Authorizing The Acting City Manager To Negotiate And Execute A Contract With Bethel Broadcasting, Inc., D/B/A KYUK, To Utilize KYUK's Tower Space For Public Safety Paging And Radio System Antennas (Acting City Manager Strickler)
- 10.7. *AM 20-44: Authorizing The City Manager To Negotiate And Execute A Professional Services Agreement With Wolverine Supply Inc. For Emergency Repairs To The YK Fitness Center (Acting City Manager Strickler)

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

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- 10.8. *IM 20-11: City Of Bethel Organizational Retreat Priorities (Acting City Manager Strickler)
- 10.9. *IM 20-12: Presentation Of The City's Water and Sewer Services Expenditures Compared To Budget From July 1, 2020 To August 31, 2020 – Utilities Maintenance – Water and Wastewater Activity Report (Acting City Manager Strickler)

11. REPORTS

- 11.1. Mayor's Report
- 11.2. City Manager's Report
- 11.3. Clerk's Report

12. COUNCIL MEMBER COMMENTS

13. EXECUTIVE SESSION

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

14. ADJOURNMENT

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

Kevin Morgan, Asst. City Clerk

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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 August 25, 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

Comprising a quorum of the Council, the following members were present:
Mayor Perry Barr Council Member Cece Franko (telephonically) City Council Member Alyssa Leary (telephonically) City Council Member Mark Springer (telephonically) City Council Member Michelle DeWitt (telephonically) City Council Member Hugh Dymont (telephonically) Vice-Mayor Haley Hanson (telephonically)
Members Absent:
Also in attendance were the following:
Acting City Manager Lori Strickler, Deputy City Clerk Kevin Morgan, City Attorney Libby Bakalar (telephonically)

4. PEOPLE TO BE HEARD – Five minutes per person

Beverly Hoffman- Spoke concerning the COVID-19 pandemic in regards to Bethel and YK delta. Numbers are spiking. Bethel is a hub for villages. Urges that travelers into the area be tested. Supports a mandate for everyone to mask up. Supports the Sugar Sweetened Beverage tax. Hoping it will fund recreation infrastructure, reduce health problems, support a gym project, and support the fitness center. Supports a multipurpose gym. Disappointed with the turn over of city managers. Noted Bill Howell's retirement. Thanked Bill Howell for his service to the city. Thanked the city council for their work.

Kathy Hanson- Spoke as a Parks and Recreation Aquatic Health and Safety Center

committee member. In support of Sugar tax. The City is not keeping up with recreational needs of the growing city. New housing development will create more demand for parks and maintenance. The Fitness Center and pool need to be financially supported. Mentioned that Bethel only has 2 gyms that are available to the population and that number has not increased in conjunction with the growing population since she has lived here.

Gary Decossas- Supports the diversifying of income for the city but is against the Sugar Sweetened Beverage tax.. It disproportionately taxes lower income citizens. Taxing unhealthy behavior may create more taxes on other unhealthy products/behaviors. Would like to see a more detailed plan on how funds would be spent and would like to hear how the business community feels about it. Does not want the municipality to be overburdened with taxes like other Cities.

Louise Angaiak, the Grant Manager of the COVID-19 Individual Assistance Program at the Tundra Women's Coalition (TWC) -Spoke in favor of AM 20-40. They have helped 28 households and expect more applicants as Bethel is seeing more cases and quarantines. The people receiving the help are very grateful for it.

Eileen Arnold, Executive Director of TWC- In support of AM 20-40. The City of Bethel worked with Bethel Community Services Foundation (BCSF) to help people who need fiscal assistance due to COVID-19. Almost 29 households and 110 individuals have been helped. \$60,000 has been spent and at this rate they will run out of funds in the first week of September. As cases rise, more requests will come. They will need more CARES money if the City wants the program to continue. Also supports the Sugar Sweetened Beverage tax.

Susan Taylor- Concerned with the low Census numbers in the area. If we do not have enough people counted out here, it will affect our community for the next ten years. Would like to see COVID-19 testing mandatory at the airport and travelers to be reminded that testing does not replace quarantine; please test again after arrival. Mentioned how lack of testing in another Alaskan Community led to higher numbers of cases. Reminded the public that Friday is produce give away. It will be the last one from the farmer relief grant. If you know people who are in quarantine; please grab food for them.

Richard Robb- Opposed to the Sugar Sweetened Beverage tax. Currently, the city has a high sales tax. Does not believe the tax is necessary to create funding for the City. Concerned that the tax affects the low income population and will create inflationary pressure. Supports the parks and boardwalks and pools, but states that there is no guarantee that the money collected from this tax would be used for this intended purpose. Also concerned with COVID-19, and believes the City and Council should do more. We are in a unique position to prevent COVID-19 from entering the area.

Supports mandatory testing of incoming travelers, a mask ordinance, and a crowd-limit ordinance.

Corbin Ford- Opposed to the Sugar Sweetened Beverage tax. Concerned about the language of the ordinance in regards to the definition of "Sugar Sweetened." Would like the intent and purpose of this tax to be clearly defined. Believes that sin taxes do not control behavior. Questioned if the excise tax on nicotine products controlled nicotine use. Brought up the concern of adverse consequences from taxes, for instance, the recent online sales tax creating a situation where a vendor would not ship products to him in Bethel due to the burden of tax collection.

Nikki Pollock- Against Sugar Sweetened Beverage tax. Does not want the community to be overburdened with taxes. Thinks more taxes will create unknown adverse effects. Having people drinking less sugar would be healthier for the community but the correct approach to solve that problem may be through educational outreach. Questioned the effectiveness of tax being a deterrent to using sugar. Supports AM 20-40. Would like the City to disperse those funds to those people who are suffering hardships related to COVID-19 and quarantine.

5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

Main Motion: Approval Of Consent Agenda And Regular Agenda.

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

Primary Amendment: Move Item 10.8, AM 20-40 to the top of agenda.

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

Removal from Consent Agenda- Item 10.1, Ordinance 20-25- Council Member Dymont.

Removal from Consent Agenda- Item 10.5, Resolution 20-13- Council Member Dymont.

Removal from Consent Agenda- Item 10.2 Introduction of Ordinance 20-12(b)- Council Member Leary

6. APPROVAL OF MEETING MINUTES

Item 6.1. - *8-11-2020 Regular City Council Meeting
Passed on the consent agenda.

Item 6.2. - *8-17-2020 Special City Council Meeting
Passed on the consent agenda.

7. REPORTS OF STANDING COMMITTEES

Item 7.1. - Committees/Commissions/Boards Agendas And Draft Meeting Minutes
Port Commission, Hugh Dymont- No meeting due lack of Quorum. Please apply if interested on serving on the Commission.

Planning Commission, Vice- Mayor Hanson- The August 13th meeting was cancelled due to the quarantine of Department heads. Next meeting will be on September 10th.

Community Action Grant Technical Review Board, Mayor Barr- Application period opened August 1st and closes August 30th. The deadline is September 1st. Their next board meeting is on September 9th. They will present to Council the proposed grants on September 22nd and payments will be made on September 25th. Urges the public to please apply.

Parks, Recreation, Aquatic Health and Safety Center Committee, Council Member DeWitt- Had a special meeting last night and discussed the Sugar Sweeteend Beverage tax. Created a vehicle on how to funnel those funds to Park Projects. The Committee made a recommendation to support the ordinance. Next meeting will be September 14th.

Finance Committee, Council Member Franko- Unfortunately the committee did not meet due to turnover in the Finance Department. No recorder was assigned and no meeting took place. No special meetings are scheduled at this time.

Public Works Committee, Council Member Leary- They met last Wednesday. They

discussed: the Bethel Municipal Code in regards to plastic bags; enforcing the code, and possibly amending it. Discussed a partnership with the Department of Corrections to clean up trash/plastic bags. Also discussed drainage from berms on the roads and a recommendation to council from their July meeting to explore ways of helping those who are experiencing hardship with their utility bills to due COVID-19.

Public Safety and Transportation Commission, Council Member Springer- Next meeting is September 7th; encouraged the public to attend.

8. SPECIAL ORDER OF BUSINESS

9. UNFINISHED BUSINESS

Item 9.1. - Public Hearing Of Ordinance 20-24: Amending BMC 4.20 Article VIII, Contract Formation And Modification (Mayor Barr)

Mayor Barr opened the Public Hearing.

No one present to be heard.

Mayor Barr closed the Public Hearing.

Main Motion: Adopt Ordinance 20-24.

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

10. NEW BUSINESS

Item 10.1. - *Introduction Of Ordinance 20-25 Creating An Excise Tax On The Distribution Of Sugar-Sweetened Beverage Products (Council Member Dewitt)

Main Motion: Introduce Ordinance 20-25.

Moved by: Michelle DeWitt
Seconded by: Cece Franko,

Motion to Postpone to the December 8, 2020 Regular City Council Meeting.

Moved by: Hugh Dymont
Seconded by: Alyssa Leary
In favor: Perry Barr, Cece Franko, Haley Hanson, Alyssa Leary, Mark Springer, Hugh Dymont
Opposed: Michelle DeWitt
Results: Motion Carries

Item 10.2. - *Introduction Of Ordinance 20-12(b): Amending The City Of Bethel Fiscal Year 2021 Budget-Heat Trace Loop Relief (City Manager Corazza)

Main Motion: Introduce Budget Ordinance 20-12(b).

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

Motion to Suspend the Rules to hear from Bill Arnold, Public Works Director.

Moved by: Alyssa Leary
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

Primary Amendment: In the third whereas statement, to strike "dating" and insert "for up to the previous"

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

Secondary Amendment: In the third whereas statement, strike "five" and insert "previous and present"

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

Council Member Springer was momentarily disconnected and did not vote on this Secondary Amendment.

Motion to Suspend the Rules to hear from Acting Finance Director John Sargent

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 10.3. - *Introduction Of Budget Ordinance 20-12 (C): Amending The City Of Bethel Fiscal Year 2021 Budget- Professional Services (Mayor Barr)

Passed on the consent agenda.

Item 10.4. - *Resolution 20-12: Formally Naming Municipal Parks (Council Member Dewitt)

Passed on the consent agenda..

Item 10.5. - *Resolution 20-13: In Response To The Public Health Emergency, Requiring Municipal Meetings Be Held Virtually Until November 1, 2020, And Providing For The Issuance Of Vouchers To Elected And Appointed Officials To Compensate For Their Virtual Connectivity (Vice-Mayor Hanson)

Council Member DeWitt declared a conflict of interest due to the City of Bethel and her Employer, Bethel Community Services Foundation (BCSF), being involved with CARES money.

Mayor Barr declared that there is no conflict of interest.

Main Motion: Adopt Resolution 20-13.

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

Item 10.6. - AM 20-38: Refer, To The Planning Commission, The Review And Prioritization Of Hazards And Nuisance Properties For Municipal Action (Vice-Mayor Hanson)

Main Motion: Approve AM 20-38.

Moved by:	Haley Hanson
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 10.7. - AM 20-39: Authorizing A Waiver To Permit Administration To Hire Leif Albertson, As A Contractor Or Consultant To Act As The Emergency Operations Director In The City's Emergency Operations Center (Council Member Springer)

Council Member DeWitt declares a conflict of interest due to employment by BCSF which is involved with CARES funds.

Mayor Barr rules that Council Member DeWitt has a conflict of interest.

Council Member DeWitt does not take part in discussion or voting on this item.

Main Motion: Approve AM 20-39.

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

Item 10.8. - AM 20-40: Approving a Change in the CARES Act Budget and Spending Plan and Memorandum of Agreement with Bethel Community Services Foundation

For an Additional Funding Amount of \$500,000 (Vice-Mayor Hanson)

Council Member DeWitt declared a conflict of interest. Council Member DeWitt is employed by BCSF.

Mayor Barr rules that there is a conflict of interest and Council Member DeWitt does not take part in the discussion or voting.

Main Motion: Approve AM 20-40.

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

Suspend the rules to hear from Eileen Arnold, Executive Director of TWC.

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

Item 10.9. - *Personal Leave-City Clerk-August 21, 2020 (Mayor Barr)

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- Wear your PFD's when boating. It is getting darker. Boats and debris will be harder to see. Please, wear reflective gear. Commended Council Member Leary's reflective tape program from the previous year. The old school is being demolished. He has heard many suggestions from the public on how to use that space. Encourages more suggestions from the public about how to use space. Met with Senator Hoffman, Representative Zulkosky, City Clerk Strickler, and City Attorney Bakalar to explore what 2nd class cities can do with in regard to COVID-19 mandates, masks, and testing upon entry to Bethel.

Vice-Mayor Hanson- Thanked City Clerk Strickler and election officials who made voting feel safe and comfortable.

Council Member Leary- Reminded the public to keep up the effective measures against COVID-19. When returning from travel, make sure to test. Testing does not replace quarantine. Concerned with how enforcement of COVID-19 mandates would be done.

Council Member Franko- School started this week. Hopes that all the childrens' families and parents are hanging in there and doing their best. Urged the public to be creative with their education choices. Reminder, the Library will be opening soon on a limited basis.

Council Member Springer- Wished moose hunters good luck. Shout out to Janelle Vanasse and the students at Mount Edgecumbe. Echoed what Susan Taylor said earlier about the importance of the Census. If you bring an employee to Bethel, you have the right to ask them to take a COVID-19 test.

Council Member DeWitt- Thanked the Council for the debate. Looks forward to hearing the Council's ideas on how to reduce the Parks and Recreation fiscal gap.

Council Member Dymont- Productive meeting. When the administration was on COVID-19 quarantine, had concerns about Primary City Functions. After speaking with the Department Heads on the matter, has confidence that primary city functions can still continue in such adverse circumstances. Encouraged the public to get flu shots.

13. EXECUTIVE SESSION

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 9:28 p.m.

Perry Barr, Mayor

ATTEST:

Kevin Morgan, Deputy City Clerk

1. CALL TO ORDER

A Special Meeting of the Bethel City Council was held on August 26, 2020 at 6:00 p.m., in the Council chambers, Bethel, Alaska.

Mayor Barr called the meeting to order at 6:04 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Comprising a quorum of the Council, the following members were present:
City Council Member Hugh Dymont (telephonically) City Council Member Michelle DeWitt (telephonically) City Council Member Mark Springer (telephonically) City Council Member Alyssa Leary (telephonically) Vice-Mayor Haley Hanson (telephonically) Council Member Cece Franko (telephonically) Mayor Perry Barr
Members Absent:
Also in attendance were the following:
Acting City Manager Lori Strickler, Deputy City Clerk Kevin Morgan, City Attorney Libby Bakalar (telephonically)

4. PEOPLE TO BE HEARD – Five minutes per person

5. APPROVAL OF AGENDA

Main Motion: Approval of the Agenda.

Moved by:	Haley Hanson
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

6. UNFINISHED BUSINESS

7. NEW BUSINESS

Item 7.1. - Evaluation and Determination of Transition Options for Interim City Manager and the Recruitment of City Manager (Mayor Barr)

Main Motion: Move into committee of the whole.

Moved by: | Mark Springer
Seconded by: | Alyssa Leary
In favor: | Perry Barr, Cece Franko, Alyssa Leary, Mark Springer , Michelle DeWitt, Hugh Dymment, Haley Hanson
Opposed: |
Results: | Motion Carries

Motion to Move out of committee of the whole.

Moved by: | Alyssa Leary
Seconded by: | Hugh Dymment
In favor: | Perry Barr, Cece Franko, Alyssa Leary, Michelle DeWitt, Hugh Dymment, Haley Hanson
Opposed: |
Results: | Motion Carries

Council Member Springer momentarily dropped out of the zoom meeting and did not partake in the vote to come out of committee of the whole.

Main Motion: Council accepts City Manager Corazza's resignation on the date he specified, October 9th, 2020, and will be put on administrative leave on his scheduled date to return, September 12th, 2020 and will be relieved of his duties as City Manager effective immediately. All terms and conditions of the City Manager's contact remain in force notwithstanding any portion of this motion.

Moved by: | Mark Springer

Seconded by:	Alyssa Leary
In favor:	Perry Barr, Cece Franko, Alyssa Leary, Mark Springer, Michelle DeWitt, Hugh Dymment
Opposed:	Haley Hanson
Results:	Motion Carries

Main Motion: Motion to direct administration to open the application period for the interim City Manager position for a period of 3 weeks and also to engage with GovHR for the recruitment of the City Manager position in accordance with our existing contract with them.

Moved by:	Alyssa Leary
Seconded by:	Michelle DeWitt
In favor:	Perry Barr, Cece Franko, Alyssa Leary, Mark Springer, Michelle DeWitt, Hugh Dymment, Haley Hanson
Opposed:	
Results:	Motion Carries

Item 7.2. - AM -20-41 Authorizing the Acting City Manager to Negotiate and Execute an Agreement with Altman Rogers & Company, Certified Public Accountants and Kimberly K. Gearity, Attorney (Acting City Manager)

Main Motion: Approve AM 20-41.

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

8. ADJOURNMENT

Main Motion: Adjournment.

Moved by:	Mark Springer
Seconded by:	Alyssa Leary
In favor:	Perry Barr, Cece Franko, Haley Hanson, Alyssa Leary, Mark Springer, Michelle DeWitt, Hugh Dymment
Opposed:	None

Results: | Motion Carries

Meeting ended at 7:40 p.m.

Perry Barr, Mayor

ATTEST:

Kevin Morgan,
Deputy City Clerk

1. CALL TO ORDER

A Special Meeting of the Bethel City Council was held on August 31, 2020 at 6:00 p.m., in the Council chambers, Bethel, Alaska.

Mayor Barr called the meeting to order at 6:03 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Comprising a quorum of the Council, the following members were present:
Mayor Perry Barr Council Member Cece Franko (telephonically) Vice-Mayor Haley Hanson (telephonically) City Council Member Alyssa Leary (telephonically) City Council Member Mark Springer (arrived after roll call, in person at 6:20pm) City Council Member Michelle DeWitt (telephonically) City Council Member Hugh Dymont (telephonically)
Members Absent:
Also in attendance were the following:
Acting City Manager Lori Strickler, Deputy City Clerk Kevin Morgan, City Attorney Libby Bakalar (telephonically)

4. PEOPLE TO BE HEARD – Five minutes per person

Ellen Hodges- Thanked Council on supporting the community. Spoke in favor of mandatory testing at the airport and mandatory mask wearing. Since June travel has increased in Alaska, Daily flights to Bethel started in June. Numbers of cases have doubled in July. They doubled again in August. Many people from the area are travelling and returning to the community. Voluntary airport testing has found many cases in the region. Health Mandate 18 has also detected cases that came into this area. Testing at the airport will reduce the risk of community spread and has proven to reduce community spread. Sick patients with COVID-19 from this area will have to be medevac'd to Anchorage.

Jim Sweeney- Thanked council for looking at COVID-19 seriously. Geography is working in our favor. Offers a unique opportunity to this area to reduce spread. Travel will increase in October. There is no vaccine currently. The best defense is aggressive testing. Once COVID-19 arrives into the isolated parts of this area, it will be difficult to deal with. Prevention is the best way; mandatory testing at airport.

Chris Beltzer- Spoke about the history of COVID-19 testing in Bethel. Spoke about the history of COVID-19 travel restrictions by the State.

Elizabeth Bates- 15,182 people have tested in Bethel. About 14,000 have been negative. About a 1000 are pending. Spoke in favor of mandatory airport testing. Comprehensive airport testing and contact tracing in addition to proven guidelines is the best strategy. Willing to work with the city to help the community.

Tiffany Zulkosky- Thanked the Council for their leadership. Spoke in favor of the testing and masking ordinance. Believes that it is reasonable. There is a lack of guidance from the State for this area of Alaska and community organizations are providing the leadership. Early detection, testing, and isolation is the only treatment available right now.

Richard Robb- In support of the testing and mask ordinance. Bethel is in a unique situation with a single point of entry. Recommended that "As long as the test is available", should be written into the language of the testing ordinance incase travelers arrive are presented with no testing opportunities.

Roberta Charles, Emmonak tribal council- Spoke in favor of the testing and mask ordinance. Spoke about how smaller communities in the surrounding area do not have the resources that a larger city has to deal with a problem like COVID-19 and depends on larger communities like Bethel to provide those resources. Asked people to listen to their health leaders on the issue.

Mayor Barr read an email from Jason Brown- Would like to see clearer language when it comes to enforcement and reporting of complaints in regards to these ordinances.

Mayor Barr read and email from AVCP, Thaddeus Tikiun Jr. Vivian Korthious- Supports the Ordinances for airport testing and mask wearing. Would like Bethel to adopt the state guidelines for travel to Bethel. It is important to protect the community and the limited resources of the area.

Council Member Springer joined in person at 6:20 p.m.

5. APPROVAL OF AGENDA

Main Motion: Approval Of 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. UNFINISHED BUSINESS

7. NEW BUSINESS

Item 7.1. - Emergency Ordinance 20-26: An Ordinance Adopting "The City Of Bethel Covid-19 Rules And Procedures," Which Adopt State Of Alaska Travel Protocols For All Interstate And Intrastate Non-Essential Travel To The City (Council Member Dewitt)

Mayor Barr opened the Public Hearing.

No one present to be heard.

Mayor Barr closed the Public Hearing.

Main Motion: Adopt Emergency Ordinance 20-26.

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

Main Motion: Move into Committee of the Whole.

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

Move out of committee of the whole

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

Primary amendment: insert "Section 4. Enforcement. The City reserves the right to use all available enforcement options to ensure compliance with this mandate. Additionally, a violation of this mandate does not create grounds for residents to harass individuals who do not comply with it." and renumber the following sections accordingly.

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

Secondary Amendment: Insert "including Alaska Statues to ensure compliance to this mandate."

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

Mayor Barr declares a ten minutes break

Primary Amendments: Under Emergency rule one section one insert after region "by the Yukon Kuskokwim Health Cooperation at the Alaska Airlines terminal in Bethel."

Moved by:	Mark Springer
Seconded by:	Alyssa Leary
In favor:	Perry Barr, Cece Franko, Haley Hanson, Alyssa Leary, Mark Springer, Michelle DeWitt, Hugh Dymont

Opposed: | None
Results: | Motion Carries

Primary Amendment: Under Section 1, create "Emergency Rule 3: no person operating a vehicle for hire or public transportation shall offer to be for hire for any person deplaning into Bethel unless proof of a negative test COVID-19 test from the past 72 hours or proof of COVID-19 test at the Bethel airport is shown or be in violation of chapter 5.30."

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

Suspend the rules to hear from YKHC

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

Primary Amendment: under Emergency Rule 1, insert before all person, "as long as COVID-19 testing is available at the airport."~~"as long as YKHC can provide provide Covid 19 testing"~~

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

Secondary Amendment: change to "as long as COVID-19 testing is available at the airport."

Moved by: | Hugh Dymont
Seconded by: | Mark Springer
In favor: | Perry Barr, Cece Franko, Haley Hanson, Alyssa Leary, Mark Springer, Michelle

	DeWitt, Hugh Dymont
Opposed:	None
Results:	Motion Carries

Item 7.2. - Emergency Ordinance 20-27: An Ordinance By The Bethel City Council Establishing A Mandate Within The City Of Bethel That Masks Or Similar Face-Coverings Be Worn In Public In Indoor And Indoor-Adjacent Spaces, And Under Certain Conditions In Outdoor Spaces, During The Covid-19 Public Health Emergency (Council Member Dewitt)

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

Main Motion: Adopt Emergency Ordinance 20-27.

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

Primary Amendment: strike "prisons and" and insert "and community residential centers"

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

Primary Amendment : under, Now therefore, be it ordained, strike "should" and insert "shall"

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

Item 7.3. - Emergency Ordinance 20-28: Providing an Exemption to Bethel Municipal Code 13.04.290 Shutoff Nonpayment of Charges Water (Council Member Leary)

Mayor Barr opened the Public Hearing.

No one present to be heard.

Mayor Barr closed the Public Hearing.

Main Motion: Adopt Emergency Ordinance 20-28.

Moved by:	Alyssa Leary
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

Primary Amendment: add whereas statement "City of Bethel is not permitted to use CARES act funding to replace loss government revenues"

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

Item 7.4. - Evaluation And Confirmation Of Job Announcement For City Manager Position (Council Member Dymont)

Move into Committee of the Whole

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

Move out of Committee of the Whole.

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

8. ADJOURNMENT

Main Motion: Adjournment.

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

Meeting ended at 9:00 p.m.

Perry Barr, Mayor

ATTEST:

Kevin Morgan,
Deputy 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, September 02, 2020 –6:30 p.m.** **300 STATE HIGHWAY – CITY COUNCIL CHAMBERS** **AGENDA**

<u>Members</u> Madelene Reichard <i>Chair</i> Azara Mohammadi <i>Vice Chair</i> Mark Springer <i>Council Representative</i> Peter Williams Nicholai JoeKay Mary Nanunwak Theresa Quiner Melanie Fredericks	Meetings will resume in-person participation. Participants will be required to wear face-masks while in the building and maintain six-feet of distance between other participants. We recognize there are still many people who wish to continue to maintain physical distancing, so we will continue to hold meetings through Zoom. <u>To join this meeting, follow these instructions:</u> Website: https://zoom.us/join Find your local number: https://us02web.zoom.us/j/89436496412 Meeting ID: 894 3649 6412 Passcode: 385146 I. CALL TO ORDER II. ROLL CALL III. PEOPLE TO BE HEARD IV. APPROVAL OF AGENDA V. APPROVAL OF MINUTES FROM THE REGULAR MEETING OF August 05 VI. UNFINISHED BUSINESS A. Update on Transportation Planning and Tundra Ridge Road (<i>City Planner</i>) B. Training Discussion Update for BPD and BFD (Anti Bias-Vicarious Trauma Training) (<i>Madelene Reichard & Nicholai JoeKay</i>) C. Update on Taxi Cab Permits to Suspend or Revoke– BMC Code 05.20.080 (<i>Transportation Inspector</i>)
<u>Ex-Officio Members</u> Richard Simmons <i>Police Chief</i> Daron Solesbee <i>Fire Captain</i> Jesslyn McGowan <i>Recorder</i>	VIII. CHIEFS' COMMENTS Fire Chief Chief of Police IX. TRANSPORTATION INSPECTOR'S REPORT X. COUNCIL REPRESENTATIVE'S COMMENTS XI. COMMISSION MEMBER'S COMMENTS XII. ADJOURNMENT  Jesslyn McGowan, <i>Recorder</i> POSTED on August 27, 2020 POST OFFICE, AC QUICKSTOP, CORINA'S CASE LOT, CITY HALL, & POLICE DEPT. Next Public Safety and Transportation Commission Meeting will be <u>October 07, 2020</u>

“Deep Sea Port and Transportation Center of the Kuskokwim”

Introduced by: City Manager Vincenzo S. Corazza
Introduction Date: August 25, 2020
Public Hearing Date: September 8, 2020
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance 20-12 (b)

AN ORDINANCE AMENDING THE CITY OF BETHEL FISCAL YEAR 2021 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, five owners/occupants of residences on Seventh Avenue have experienced excessive electricity bills since the installation of the piped water and sewer system in City Subdivision;

WHEREAS, in conjunction with Ordinance 19-11 (I), the City's electrician firm, VanGo Enterprises LLC, connected heat trace loops from the five residences to one meter on July 15, 2020;

WHEREAS, this budget modification ordinance will allow the City to provide financial relief for the five previous and present owner/occupants of residences on Seventh Avenue dating for up to the previous six (6) years;

WHEREAS, the calculation for planned total payment to the five owner/occupants is: (\$130 average electricity cost per month) x (5 owner/occupants) x (6 months/year use of heat tape) x (6 years) = \$23,400;

F-1				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
51-86-669	Piped Sewer Operating Expenditures-Other Purchased Services	20,000	<u>23,400</u>	43,400
10-10100	Cash in combined fund		(23,400)	

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

Introduced by: City Manager Vincenzo S. Corazza
Introduction Date: August 25, 2020
Public Hearing Date: September 8, 2020
Action:
Vote:

**ENACTED THIS ___TH DAY OF SEPTEMBER 2020 BY A VOTE OF _ IN FAVOR AND _
OPPOSED.**

Perry Barr, Mayor

ATTEST:

Lori Strickler, City Clerk

Introduced by: Mayor Perry Barr
Introduction Date: August 25, 2020
Public Hearing Date: September 8, 2020
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance 20-12 (c)

AN ORDINANCE AMENDING THE CITY OF BETHEL FISCAL YEAR 2021 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 August 11, 2020 the Bethel City Council directed the City Attorney to, on behalf of the City Council, hire professional services to:
Under the provisions of AS 29.35.010(5), which permits the City to "investigate an affair of the municipality and make inquiries into the conduct of a municipal department" and BMC 4.20.170, Consulting Services for City Council, I want to make a motion to direct the City Attorney to procure on behalf of the City Council an independent contractor to conduct a review of municipal operations to include but not be limited to (1) employee complaints of improper conduct by supervisors and (2) financial operations of the City and (3) management and accounting of CARES Act Funds._

WHEREAS, this item was not budgeted when the Fiscal Year 2021 budget was adopted, an estimate of \$20,000 will be appropriated to initiate the services and the use of those funds closely monitored with an additional modification made if necessary;

B-1				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
10-56-649	City Attorney Professional Services	0	<u>20,000</u>	20,000
10-10100	Cash		(20,000)	

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

Introduced by: Mayor Perry Barr
Introduction Date: August 25, 2020
Public Hearing Date: September 8, 2020
Action:
Vote:

**ENACTED THIS ___TH DAY OF SEPTEMBER 2020 BY A VOTE OF _ IN FAVOR AND _
OPPOSED.**

Perry Barr, Mayor

ATTEST:

Lori Strickler, City Clerk

CITY OF BETHEL, ALASKA

Ordinance #20-29

AN ORDINANCE BY THE BETHEL CITY COUNCIL EXTENDING THE DECLARATION OF EMERGENCY ISSUED THROUGH ORDINANCE #20-11, 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; these emergency declarations were extended on May 26, 2020, through Ordinance #20-11, as amended;
- 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. All provisions of Ordinance #20-11, as amended, remain in effect.

Introduced by: Acting City Manager
Introduction and Public Hearing Date September 8, 2020
Action:
Vote:

Section 4. 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 8TH DAY OF SEPTEMBER 2020 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Perry Barr, Mayor

ATTEST:

Lori Strickler, City Clerk

Introduced by: Acting City Manager Strickler
Introduction Date: September 8, 2020
Public Hearing Date: September 22, 2020
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance #20-30

AN ORDINANCE BY THE BETHEL CITY COUNCIL AUTHORIZING THE SALE OF THE LAND AND BUILDING LOCATED AT 127 ATSAQ WAY TO THE BETHEL WINTERHOUSE

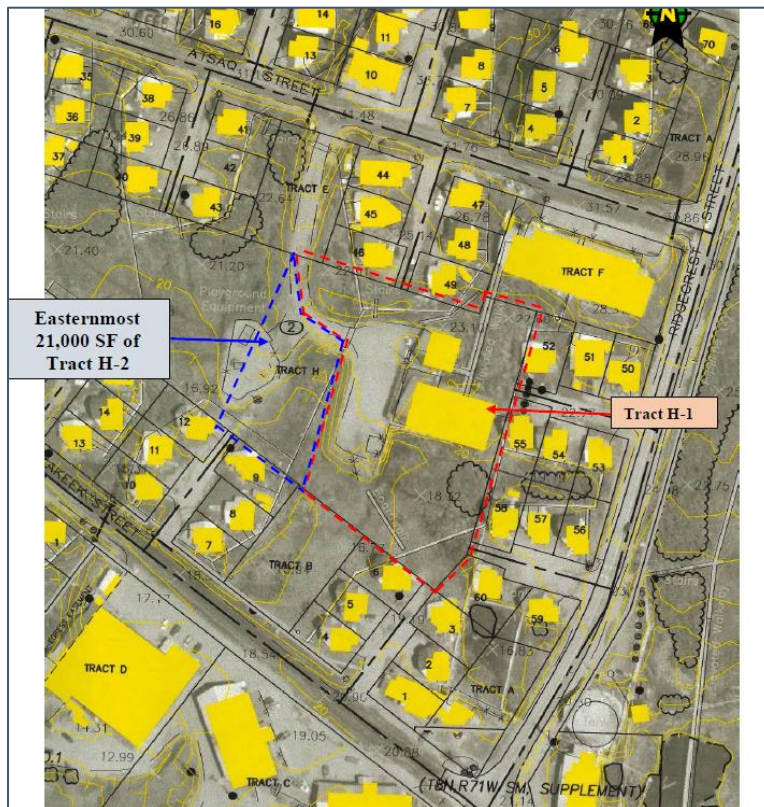
- WHEREAS,** the City of Bethel owns a parcel of land situated on Tract H, Block 2, Turnkey 111 Housing Development, according to Plat 87-6, filed in the Bethel Recording District, Fourth Judicial District, State of Alaska;
- WHEREAS,** the land contains a building which is commonly known as the "Old Senior Center";
- WHEREAS,** the property has remained vacant since the fall of 2014;
- WHEREAS,** Bethel Winterhouse is a non-profit homeless shelter that provides meals and shelter services in the community of Bethel;
- WHEREAS,** between December 1, 2018 and March 31, 2019, Bethel Winterhouse supported 2,076 total service contacts with overnight stays at the shelter and/or meals services with an average of 15 guests per night for overnight stays;
- WHEREAS,** the City recognizes that providing opportunities for shelter and services to persons experiencing homelessness requires stability and the opportunity for growth;
- WHEREAS,** Bethel Winterhouse, a non-profit organization, provides a necessary public service to our community and region;
- WHEREAS,** the City is committed to supporting individuals experiencing homelessness through partnership and collaboration;

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

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

Introduced by: Acting City Manager Strickler
Introduction Date: September 8, 2020
Public Hearing Date: September 22, 2020
Action:
Vote:

SECTION 2. Legal Description. The property ("Property") which is the subject of the sale is more particularly described as "the Old Senior Center" and all buildings located on the following tract of land: Tract H, Block 2, Turnkey 111 Housing Development, Bethel, Alaska.



Introduced by: Acting City Manager Strickler
Introduction Date: September 8, 2020
Public Hearing Date: September 22, 2020
Action:
Vote:

SECTION 3. Disposal to Entity Providing a Necessary Public Service. In accordance with the Bethel Municipal Code 4.08.030(B):

The city council may, by ordinance, provide for the disposal of an interest in real property to a municipal, borough, state, or federal or other appropriate entity providing a necessary public service without seeking bids and for less than the current assessed value or current appraised value of that interest in real property. All disposals made pursuant to this subsection for less than the current assessed value or current appraised value shall include a condition requiring that the interest of the city being disposed of shall revert to the city in the event the real property disposed of is not being used to provide the necessary public service justifying the original disposal.

The Bethel City Council finds that the services provided by the Bethel Winterhouse clearly fall within the scope of this provision. Necessary public service is defined in BMC 4.08.060 Definitions as:

In this chapter, unless otherwise provided or the context otherwise requires:

- A. *Appropriate Entity.* A determination shall be made by the city council as to whether or not the entity in question will further the public interest.
- B. "Interest in real property" includes, but is not limited to, fee simple ownership, a lease, an easement, and the possibility of reverter.
- C. "Necessary public service" includes, but is not limited to, police protection; fire protection; public health and safety; public education; electric, water and sewer utilities; and marine, land or air transportation.
- D. "Shall" is considered mandatory.

Section 4. Reverter Clause. The transfer of property for less than fair market value shall revert to the City in the event the transferee fails to operate the facility within the scope of the services that fall within the definition of "Necessary public services."

Introduced by: Acting City Manager Strickler
Introduction Date: September 8, 2020
Public Hearing Date: September 22, 2020
Action:
Vote:

Section 5. In-kind Contributions by the City. The City will provide in-kind support to the operations of the Bethel Winterhouse by paying for water, sewer and garbage utilities for the life of the transfer.

Section 6. Administration to execute purchase and sale agreement. The Council directs the administration, in consultation with the City Attorney, to execute a purchase and sale agreement consistent with this ordinance as soon as practicable.

Section 7. Effective date. This ordinance shall become effective immediately upon passage by the City Council.

**BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL, ALASKA
THIS ___ DAY OF SEPTEMBER 2020 BY A VOTE OF _ IN FAVOR AND _
OPPOSED.**

Perry Barr, Mayor

ATTEST:

Lori Strickler, City Clerk

PURCHASE AND SALE AGREEMENT

This Purchase and Sale Agreement ("Agreement") is made as of, _____, 2020 between Bethel Winter House ("Purchaser"), and the City of Bethel, Alaska, a municipality organized and existing under the laws of the State of Alaska ("Seller").

Purchaser and Seller agree as follows:

1. Purchase and Sale:

A. Subject to the terms and conditions of this Agreement, Seller agrees to sell and Purchaser agrees to purchase only the buildings, and not the surface or subsurface rights to the property described as follows (the "Buildings"):

The Old Senior Center and all those buildings located on the following tract of land:

Tract H, Block 2, Turnkey II Housing Development, Plat #87-6, filed in the Bethel Recording District, Fourth Judicial District, State of Alaska

B. All buildings subject to this agreement are conveyed "as is," without warranty, express or implied, of merchantability or suitability for a particular purpose, or otherwise. Purchaser consents and agrees that it is relying solely on its own inspection of the premises and not on any representation of the Seller or Seller's agent or employees in making their determination to purchase the Buildings.

2. Purchase Price:

Purchaser agrees to pay for the Buildings the sum of ONE DOLLAR \$1.00.

3. Waiver of Sovereign Immunity:

The Purchaser hereby irrevocably waives any right it may have to assert-sovereign immunity from suit and from execution for the sole purpose of any claim, legal challenge, or dispute regarding the validity or enforcement of this Agreement. This waiver is for the limited purposes specified herein and is without prejudice to all other sovereign rights of the Purchaser.

4. Hazardous Material:

Purchaser acknowledges that it has personally inspected the Buildings, and after due and diligent inquiry, found no evidence of environmental contamination on or near the Buildings; and that the Seller, to the best of its knowledge, is unaware of any environmental contamination on or near the Buildings; and that the Purchaser will maintain the Buildings in such a manner as to prevent the occurrence of any environmental contamination; and Seller makes no warranties express or implied with respect to the condition of the Buildings, the existence or non-existence of environmental contamination or the suitability for any purpose whatsoever. Purchaser agrees that if the presence of hazardous material in the Buildings is caused or permitted by the Purchaser, its agents, employees, contractors, or invitees, or of

environmental contamination of the Buildings by hazardous materials otherwise occurs in the Buildings, Purchaser shall defend, indemnify and hold harmless Seller from any and all claims, judgments, damages, penalties, fines, costs, liabilities, or losses (including, but not limited to, sums paid in the settlement of claims, attorney's fees, consultant fees and expert fees) which indemnification includes, without limitations, costs incurred in connection with any investigation of site conditions or any clean-up, remedial, removal, restoration work required by any federal, state or local government in or under the Buildings. As used herein, the term "hazardous material" means any hazardous or toxic substance, material, or waste, which is or becomes regulated by any local government authority, the State of Alaska, or the United States government.

5. Buildings Accepted "As-is":

Purchaser acknowledges that it has inspected the Buildings and accepts the same "as-is" and without reliance on any expressed or implied representations or, warranties of Seller or agents or employees of Seller, as to the actual physical condition or characteristics thereof of the Buildings.

Seller expressly makes no warranties as to the physical condition of the Buildings and all inspection obligations rest with the Purchaser.

6. Commissions:

Each party represents and warrants to the other that it has not engaged the services of any real estate licensee, broker, finder or other person who would be entitled to any commission or fee in respect to the subject matter of this Agreement and each shall indemnify the other against any loss, cost, liability or expense incurred by the other as a result of any claim asserted by any such real estate licensee, broker, finder or other person on the basis of any brokerage or similar arrangement or agreement made or alleged to have been made.

7. Notices:

No notice, consent, approval or other communication provided for herein or given in connection with this Agreement shall be validly given, made, delivered or served unless it is in writing and delivered personally, sent by overnight courier or sent by registered or certified United States mail, postage prepaid, with return receipt requested to:

Seller: City of Bethel
P.O. Box 1388
Bethel, Alaska 99559

Purchaser: Bethel Winter House
[ADDRESSES]
Bethel, Alaska 99559

or to such other addresses as either party may from time to time designate in writing and deliver in a like manner to the other party. Notices, consent, approvals, and communications given by mail shall be deemed delivered upon the earlier of three days after deposit in the United States mail in the manner provided above or immediately upon delivery to the respective addresses set forth above, if delivered personally or sent by overnight courier.

8. Conditional Reverter:

Consistent with BMC 4.08.030(B) and associated action of the Bethel City Council under **Ordinance #20-xxx**, the Buildings shall revert to the City in the event they are not being used to provide a necessary public service.

9. In-kind Contributions by Seller.

Seller will provide in-kind support to the operations of the Bethel Winterhouse by paying for water, sewer and garbage utilities for the life of the transfer.

10. Entire Agreement:

This document contains the entire Agreement between the parties. It may not be modified except in writing and signed by all parties.

11. Controlling Law and Venue:

This Agreement shall be governed by, construed under and enforced in accordance with the laws of the State of Alaska, and venue for actions between the parties arising out of or related to this Agreement shall be in Bethel, Alaska.

12. Further Assurances:

Whenever requested to do so by the other party, Seller or Purchaser promptly and expeditiously shall execute, acknowledge and deliver any and all such conveyances, assignments, confirmations, satisfactions, releases, instruments of further assurance, approvals, :consents and any and all further instruments and documents as may be reasonably necessary, expedient, or proper in order to complete any and all conveyances, transfers, sales, and assignments herein provided, and to do any and all other reasonable acts and to execute, acknowledge and deliver any and all documents as so reasonably requested in order to carry out the intent and purpose of this Agreement.

13. Miscellaneous:

Purchaser acknowledges its responsibility to inspect the Buildings and agrees the Seller assumes no liability for matters, which would have been disclosed to the Purchaser by an inspection of the Buildings. Purchaser further acknowledges that the Seller makes no warranties, either expressed or implied, nor assumes any liability whatsoever, regarding the social, economic or environmental aspects of the Buildings, to include without limitation,

physical access, or natural or artificial hazards which may or may not exist or merchantability, suitability, or profitability of the Buildings for any use or purpose.

14. Permit Laws and Taxes:

Purchaser agrees that it will comply with all permits, laws, and taxes of any federal, state or local entity for any and all activities associated with the sale of the Buildings and any approvals necessary for development of the Buildings.

Purchaser shall acquire and maintain in good standing all permits, licenses and other entitlements necessary to its performance under this Agreement. All actions taken by the Purchaser under this Agreement shall comply with all applicable statutes, ordinances, rules and regulations. The Purchaser shall pay all taxes pertaining to its performance under this

Executed this _____ day of _____ 2020

Seller:

The City of Bethel, Alaska

Lori Strickler, Acting City Manager

Purchaser:

Bethel Winterhouse

Its: _____

ATTEST:

CITY OF BETHEL, ALASKA

Ordinance 20-12 (d)

AN ORDINANCE AMENDING THE CITY OF BETHEL FISCAL YEAR 2021 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 2021.

FINANCE DEPARTMENT STABILIZATION

\$100,000 FOR SUPPORT SERVICES FROM ACCOUNTING FIRM

WHEREAS, with long-term vacancies in the Finance Director and Assistant Finance Director positions and the loss of other staff members, the Bethel City Council directed Administration to stabilize the Finance Department;

WHEREAS, much of this stabilization came in the form of increased services from our accounting contactor, Carmen Jackson CPA, LLC, which included increased remote support from Carmen Jackson, CPA, and one of her staff members which travels to Bethel periodically to provide on-site support and training to staff while also performing billing, receipting, and procedure investigations;

WHEREAS, with continued support needed to ensure transition to the hiring of a Finance Director and Assistant Finance Director, Administration would like to move much of the duties of these two positions to Carmen Jackson CPA, LLC.

\$82,000 FOR CREATION OF ACCOUNTING SPECIALIST 2 POSITION

WHEREAS, the organization is interested in promoting a career path within departments;

WHEREAS, currently, the Finance Department has five Accounting Specialist 1 positions—each with the same job description and emphasis in either utility billing, sales taxes, or payroll/accounts payable;

Introduced by: Acting City Manager
 Introduction Date: September 8, 2020
 Public Hearing Date: September 22, 2020
 Action:
 Vote:

WHEREAS, the proposed Accounting Specialist 2 position would be responsible for in-depth knowledge of utility billing, sales taxes, payroll, and accounts payable, and serve as a trainer to all new Accounting Specialist I hires;

WHEREAS, the addition of an Accounting Specialist II position would create a PERS liability;

WHEREAS, the position would fall under the collective bargaining agreement as a Range 6, in line with the foreman positions in the Public Works Department, with a starting wage of \$23.98 per hour;

WHEREAS, Administration's long-term vision is to add two Accounting Specialist 2 positions, one with a utility billing emphasis and one with a sales taxes emphasis, and retire two Accounting Specialist I positions.

\$24,000 EFFICIENCY IMPROVEMENTS FOR FINANCE DEPARTMENT

WHEREAS, the previous Finance Director initiated a new contract with Caselle in April in with Caselle to provide utility billing services that would make it easier for the Finance Department to print, fold, stuff, and mail the monthly utility bills;

WHEREAS, in the interest of providing long-term efficiency improvements to the Finance Department, use of the Caselle Timekeeping module was explored and found to be worthy of implementation at minimal additional cost;

WHEREAS, start-up costs associated with using the timekeeping module can be billed to the CARES Act because it allows for remote computer entries that reduces person-to-person contact.

B-1				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
10-53-648	Outsourced Services	78,000	<u>124,000</u>	202,000
10-53-501	R6 13XXX Accounting Specialist II	0	<u>82,000</u>	82,000
10-10100	Cash		(124,000)	(124,000)

KYUK LEASE SPACE

WHEREAS, the City of Bethel has been utilizing antenna space on the KYUK Radio Station tower for years without a standing agreement (lease) or payment for the space;

Introduced by: Acting City Manager
Introduction Date: September 8, 2020
Public Hearing Date: September 22, 2020
Action:
Vote:

WHEREAS, the City Attorney drafted a lease agreement between the City of Bethel and KYUK Radio such that the City would now pay \$1,600 per month for leased space.

B-2				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
10-61-736	Leased Properties	0	19,200	19,200
10-10100	Cash		(19,200)	

\$50,000 TRANSFER OF FUNDS STREETS AND ROADS LOADER TO WHEEL LOADER TO ENGINE

WHEREAS, the Public Works Department, Streets and Roads Division, has in its possession a Caterpillar 950G Wheel Loader, which had 18,222 hours on its engine before the engine quit working in July 2020;

WHEREAS, a 950G Wheel Loader is used to remove berms off the side of the road, load heavy-duty equipment, and move chunks of asphalt, dirt, and gravel;

WHEREAS, the amount of \$450,000 appears in the FY 21 City Budget, line item 10-66-697 "Capital Expenditures" for Streets and Roads Division, of which \$381,218 was expended and \$68,782 remains;

WHEREAS, the Public Works Department requests that \$50,000 of the \$68,782 balance be allocated to a new Capital Expenditure: procurement of a new engine for the 950G Wheel Loader.

\$45,000 HYDROLOGIC AND HYDRAULIC SURVEY

WHEREAS, residents of Hoffman Subdivision experience flooding each year due to the integrity of the culverts;

WHEREAS, in response, State of Alaska Department of Transportation and Public Facilities (SOA DOT&PF) plan to install a culvert that crosses Chief Eddie Hoffman Highway;

WHEREAS, concerns arise as the installation of this culvert may cause a chain reaction and affect neighboring residential areas;

WHEREAS, the City's contracted engineering firm, DOWL, is planning to perform a "Hydrologic and Hydraulic" analysis and design plan to ensure efficient water flow and drainage;

Introduced by: Acting City Manager
 Introduction Date: September 8, 2020
 Public Hearing Date: September 22, 2020
 Action:
 Vote:

WHEREAS, Public Works Department is requesting \$45,000 to dedicate to the costs associated with the analysis and design plan.

B-3				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
10-66-69X	Streets and Roads Capital Expenditure-Wheel Loader Engine	0	<u>50,000</u>	50,000
10-66-69X	Streets and Roads Capital Expenditure-Installation of 36" Culvert, State Hwy	122,143	<u>45,000</u>	167,143
10-66-697	Streets and Roads Capital Expenditure-Caterpillar 972M Wheel Loader	450,000	(50,000)	400,000
10-10100	Cash		(45,000)	

\$75,000 YK FITNESS CENTER FEASIBILITY STUDY FOR PHASE 2

WHEREAS, the City owns the YK Fitness Center, which contains a six-lane swimming pool, work-out room with exercise machines and weights, and multi-use fitness room;

WHEREAS, a long-standing goal related to development of the YK Fitness Center is to construct and incorporate a gymnasium on one side of the building;

WHEREAS, the best way to prepare the City for future gym design and construction grant opportunities, the City must have a feasibility study that supports the project;

WHEREAS, the cost of a feasibility study to examine the addition of a gymnasium to include community interest/demand through community surveys, space programming, concept design, construction cost estimation, operating cost estimate, sustainability plan.

B-4				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
40-50-69X	Feasibility Study Phase 2	0	<u>75,000</u>	75,000
10-10100	Cash		(75,000)	

\$5,000 GRANT REPORTS

Introduced by: Acting City Manager
 Introduction Date: September 8, 2020
 Public Hearing Date: September 22, 2020
 Action:
 Vote:

WHEREAS, in the absence of the Finance Director and Assistant Finance Director, the Grant Manager has been serving as Acting Finance Director for three months, leaving Grant Manager duties unfulfilled;

WHEREAS, unfilled tasks include the preparation of grant reports, administration of grant projects, completion of new grant agreements, and pursuit of new funding;

WHEREAS, Administration is working to transition the Acting Finance Director back to his previous role of Grant Manager, but that can't fully occur until all of the duties of Finance Director and Assistant Finance Director can be completed by one or more people;

WHEREAS, City engineer firm DOWL is able to take over administration of two of the City's largest grants, which would reduce the burden of compliance;

WHEREAS, the Avenues Piped Water and Sewer Project (USDA Funded with federal reporting) and the Lift Station Controls Improvement Project (State of Alaska, Village Safe Water Funded with State reporting) will be transferred to the contractor for two months.

B-5				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
10-51-669	Other Purchased Services	6,500	45,000	51,500
10-10100	Cash		(45,000)	

\$18,000 TRAVEL AND ADVERTISEMENT FOR CITY MANAGER RECRUITMENT

WHEREAS, the City of Bethel is in search of a City Manager and is still under contract with GOVHR for the support of that recruitment;

WHEREAS, the contract does not require any additional funding to GOVHR with the exception of the costs for advertising and travel by the contractor and the city manager candidates.

B-6				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
10-52-644	Consulting Fees	0	18,000	18,000
10-52-541	Council Travel/Training	21,400	(15,000)	6,400
10-52-545	City Clerk Travel/Training	8,000	(3,000)	5,000

Introduced by: Acting City Manager
Introduction Date: September 8, 2020
Public Hearing Date: September 22, 2020
Action:
Vote:

\$5,000 SECURITY SYSTEM AT THE BETHEL 4-H YOUTH CENTER

WHEREAS, the City of Bethel leases land and a building to the University of Alaska for their Cooperative Extension, 4-H program;

WHEREAS, the property has seen significant vandalism over the years which seems to have spiked in recent months;

WHEREAS, the program managers have requested support from the City for the installation of cameras to take measures to protect the building and property;

WHEREAS, the City's IT Department estimates the cost for this project, which includes equipment and labor from an electrician to be approximately \$5,000;

B-7				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
10-72-798	UAF 4-H Contribution	112,000	5,000	118,000
10-10100	Cash	0	(5,000)	

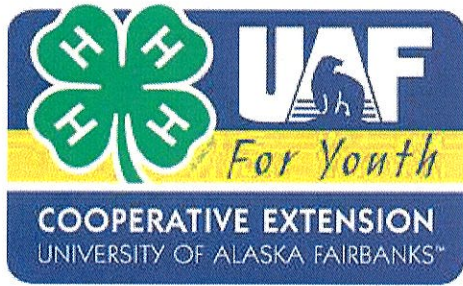
SECTION 3. Effective Date. This Ordinance shall become effective upon the passage by the Bethel City Council.

ENACTED THIS ___ TH DAY OF 2020 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Perry Barr, Mayor

ATTEST:

Lori Strickler, City Clerk



To whom it may concern:

The Bethel 4-H Youth Center is one of the few programs in Bethel that solely base their programs around youth development. We have been a staple in the Bethel community, meeting the necessary needs of our stakeholders.

The 4-H youth center has experienced different forms of vandalism in the past, and we have not been able to efficiently track the activity. More recently we have seen the level of vandalism increasingly alarming. From small fires on the back porch, tampering with the water pipe systems, spray painting the park equipment, human feces found in the shed, breaking and entering into the greenhouse, are just a few. We would like to continue protecting the integrity of the Bethel 4-H Youth Center, and stakeholders who view the facility as a safe place for youth and families to gather.

As a public facility, our mission is to ensure the safety of those who step onto the property. Despite all that has happened thus far, we will continue meeting the needs of the Bethel community. Our job is to not only provide positive youth and family engagement but to ensure the safety of those who step onto the property. We are grateful for all of the City of Bethel's contributions toward the Youth Center.

4-H is asking the City of Bethel to update and install security systems here at the facility. We will be happy to share the expense for a new system, however, we do not have the technical capacity to know which system to purchase and then install it properly. Since the physical property is the City's and the Inventory is 4-H's, we feel we have a joint vested interest in getting a security system in place as soon as possible.

Thank you,

Kellie Johnson, Ronda Phillips(Administrative Director)
On-Site Program Director
Bethel 4-H Youth Center
Kvjohnson3@alaska.edu
(907)543-2088



August 31, 2020
W.O. 50109.00

Mr. Bill Arnold
City of Bethel
P.O. Box 1388
Bethel, Alaska 99559

Subject: **DOWL Term Contract 2017-2022
Fee Proposal for Planning and Engineering Services
Task Order #31- Chief Eddie Hoffman Hwy Hydrologic and Hydraulic
Analysis Proposal**

Dear Mr. Arnold:

DOWL is pleased to present a scope of work and fee proposal for the following task order:

Task Order #31- Chief Eddie Hoffman Hwy Hydrologic and Hydraulic Analysis Proposal

On August 5, 2020 the Alaska Department of Transportation and Public Facilities (DOT&PF) published a draft memorandum of understanding outlining the requirements of reinstalling a culvert that crosses Chief Eddie Hoffman Hwy. DOWL is tasked to perform a hydrologic and hydraulic (H&H) analysis for a newly installed 36" culvert associated with the Chief Eddie Hoffman Highway (CEHH) MP 0-4.4 Pavement Preservation, including the downstream impacts of the culvert.

This fee proposal explains the scope of engineering services to analyze the calculated impacts of the culvert installation water service as proposed in the August 5, 2020 memorandum.

SCOPE OF SERVICES

We propose the following phase structure to complete this design work.

Task 1- Site Visit and Survey

DOWL will conduct a site visit to review the site topography, upstream and downstream storage and existing hydrologic flow paths to inform the analysis and design. A synopsis of the site visit and key findings will be included in the H&H Analysis Report.

During DOWL's site visit, spot elevations will be collected at CEHH culvert inverts. Spot elevations will be added to existing LiDAR base maps for the project area.

Task 2- H&H Analysis Memorandum

We will complete the hydrologic analysis using the Rational Method and NRCS single-event rainfall-runoff small watershed hydrologic model to determine design flows necessary to evaluate the required capacity of the newly installed culvert. We will use topographic surveys and available LiDAR to identify drainage

basins. Land use areas and corresponding runoff coefficients will be developed using Natural Resource Conservation Service soil maps, aerial imagery, and field notes. We will use Volume 7 of the National Oceanic and Atmospheric Administration's Atlas 14 for precipitation inputs. The design event used in the analysis of the culvert will correspond to the requirements outlines in Table 1120-1 in the Alaska Preconstruction Manual. When calculating the hydraulic capacity of the pipe, we will conduct a flood routing analysis to capture any impacts from upstream or downstream temporary storage on the site.

The analysis and conclusions will be documented in a memorandum that is sealed, signed, and dated by the licensed engineer in Alaska that is responsible for its content. DOWL will coordinate with the DOT&PF and provide them with an opportunity to review and comment on a draft of this memorandum.

Task 3- Hydraulic Design

DOWL will evaluate the downstream impacts and develop mitigation measures (detention/ retention) facilities, if necessary, to reduce the impacts of flows downstream. DOWL will propose a design to provide a connection upstream of the culvert and provide the necessary improvements for the downstream energy dissipation and enlargement of downstream culverts, if required. DOWL will furnish the City with 65% plans and specifications for comment followed by final set of plans and specifications for construction.

DELIVERABLES

- H&H Analysis Memorandum
- Pre-Final Plans and Specifications (65%)
- Final Plans and Specifications

SCHEDULE

- We understand that the City wishes to get started on this task immediately, but our ability to do this work is dependent on travel restrictions as impacted by Covid-19. We will prepare the H&H Analysis Memorandum within one month of visiting the project site.

ASSUMPTIONS

- Bidding and construction administration services can be added by amendment.
- No environmental permitting or ADEC Permitting will be required.
- One, one-day site visit will be required. It is assumed, we will be able to travel, using proper protective measures, to perform the site visit without quarantine in Bethel. Additional costs such as Covid testing, if required, will be added.
- No geotechnical investigations are included. If infiltration tests are needed, this will be added by amendment.

FEE PROPOSAL

We propose to complete the above described basic services for the Lump Sum Fees as indicated below.

Table 1: Proposed Fee

Task	Proposed Fee
Task 1- Site Visit	\$8,520
Task 2- H&H Analysis Report	\$17,170
Task 3- Hydraulic Design	\$18,650
Total	\$44,680

One monthly statement will be provided showing percentage of work completed and requesting payment based on that percentage. Payment will be expected within 30 days.

We trust this provides adequate information for evaluating our proposal. We look forward to working with you on this project and will be happy to answer any additional questions you may have.

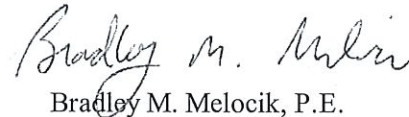
Upon receiving a signed authorization to proceed, we will proceed.

Sincerely,
DOWL



Chase Nelson, P.E.

Project Manager



Bradley M. Melocik, P.E.

Sr. Project Manager

Using the City of Bethel-DOWL Engineering Services Term Contract Standard Conditions, DOWL is authorized to begin work on Task Order #31- Chief Eddie Hoffman Hwy Hydrologic and Hydraulic Analysis Proposal.

City of Bethel Authorized Representative

Date

Attachment(s): Detailed Estimate

DOWL
ESTIMATE FOR PROFESSIONAL SERVICES

PROJECT: Chief Eddie Hoffman Hwy Hydrologic and Hydraulic Analysis

WO#
DATE: 13-Aug-20
PREPARED BY: EAM
REVIEWED BY: BMM

CLIENT: City of Bethel

PROJECT SUMMARY								
Task 1: Site Visit and Survey							TOTAL =	\$8,520.00
Task 2 H&H Analysis Report							TOTAL =	\$17,170.00
Task 3: Hydraulic Design							TOTAL =	\$18,990.00
TOTAL ESTIMATED FEES FOR PROFESSIONAL SERVICES							TOTAL =	\$44,680.00
Labor Category	Project Manager	Project Engineer	CAD Technician	Survey Lead	Expenses Including	Subs Including	Subtotal Labor Hours	Subtotal Costs
Hourly Rate	\$195.00	\$130.00	\$105.00	\$170.00	10%	6%		
Hours								
Task 1: Site Visit and Survey								
Project Management	2						2	\$390.00
Site Prep and Safety		10					10	\$1,300.00
Site Investigations		14			\$660.00		14	\$2,480.00
Quality Control	2						2	\$390.00
Site Survey			12	12	\$660.00		24	\$3,960.00
Subtotal - Hours	4	24	12	12			52	
Subtotal - Costs	\$780.00	\$3,120.00	\$1,260.00	\$2,040.00	\$1,320.00	\$0.00		\$8,520.00

PROJECT: Chief Eddie Hoffman Hwy Hydrologic and Hydraulic Analysis

CLIENT: City of Bethel

Page 53 of 196



August 31, 2020
W.O. 50109.00

Mr. Bill Arnold
City of Bethel
P.O. Box 1388
Bethel, Alaska 99559

Subject: **DOWL Term Contract 2017-2022
Fee Proposal for Planning and Engineering Services
Task Order #28 Amendment- Fitness Center Repair Planning and Design
Services**

Dear Mr. Bill Arnold:

DOWL is pleased to present a scope of work and fee proposal amendment to the existing Task Order:

Task Order #28- Fitness Center Repair Planning and Design Services

On January 13 and 14, 2020 the DOWL team was in Bethel for project work. At the request of the City, we visited the Yukon Kuskokwim Fitness Center (YKFC) to investigate concerns threatening the structure and operation of the YKFC. This investigation lead to a mitigation report and bid documents to address the deficiencies. A construction contract will be awarded imminently. There were a number of items in the bid documents that indicated the Contractor shall “verify”, and “per the City’s direction”. During the construction of the identified repairs, the DOWL team will need to be present to observe the Contractor and to assist with verifications.

We propose to add the following services to the existing Task Order #28.

SCOPE OF SERVICES

Task 3- Bidding Assistance

We will develop construction contract documents, using EJCDC standardized contracts and forms. DOWL will work with the City to facilitate a competitive bid process.

The bid process will be three weeks long, and documents will be distributed to the plan-holders lists and agencies like the Plans Room.

We will develop addenda and we will review bids for conformance and make a recommendation to the City for award. Bids will be due to the City of Bethel, but questions will be directed to DOWL and answered by our team.

DOWL will arrange and pay for advertisements in the Anchorage Daily News.

Deliverables:

- Fully compiled bid documents
- Addenda
- Responses to bidder questions
- Recommendation for award

Task 2- Construction Administration

Using contract documents prepared by DOWL and the construction drawings prepared by Architects Alaska, the City will award a construction contract to the lowest bidder. The DOWL team will assist the City in the following ways through construction:

- Submittal review
- Responses to Design Clarifications/Verification Requests and other validation requests
- Pay application review
- Two construction inspections coinciding with construction verifications
- One substantial completion inspection
- One final completion inspection
- Preparation of Contractor Punchlist following substantial completion
- Coordination and hosting of bi-monthly construction calls

SCHEDULE

We understand this project is extremely high priority and services are needed right away. We understand this and have begun services to keep the project schedule moving.

ASSUMPTIONS

- The Architect will have two site visits during construction that will be two days each. The Architect and Mechanical Engineer will have one site visit at substantial completion. The substantial completion site visit will be one day. We assume there will be no additional costs associated with Covid-19 testing or quarantines.
- With this proposed scope of services and fee proposal, DOWL and our sub-consultants will not be involved with legal matters associated with defective construction and any potential lawsuits between the City and the facility's original contractors. Our involvement and fee would be negotiated at a later point.

FEE PROPOSAL

We propose to complete the above described basic services for the fees as indicated below.

Table 1: Proposed Fee

Task	Proposed Fee
Task #3- Bidding Assistance (Lump Sum)	\$9,190
Task #4- Construction Administration (Time and Materials)	\$42,256
Total	\$51,446

A monthly statement will be provided showing percentage of work completed and requesting payment based on that percentage. Payment will be expected within 30 days. This work will be performed under the terms and conditions of the 2017-2022 DOWL- City of Bethel term contract.

We trust this provides adequate information for evaluating our proposal. We look forward to working with you on this project and will be happy to answer any additional questions you may have.

Upon receiving a signed authorization to proceed, we will begin services.

Sincerely,
DOWL



Chase Nelson, P.E.
Project Manager



Gary L. Jenkins, P.E.
LLC Member/Office Manager

Using the City of Bethel-DOWL Engineering Services Term Contract Standard Conditions, DOWL is authorized to amend the Task Order as proposed.

Authorized Contract Representative

Date

Attachment(s): Detailed Estimate

DOWL
ESTIMATE FOR PROFESSIONAL SERVICES

PROJECT: Fitness Center Repair Planning and Design Services- Rev 1

WO# 50109.00
DATE: 31-Aug-20
PREPARED BY: CAN

CLIENT: City of Bethel

PROJECT SUMMARY

Task 3: Bidding Assistance	TOTAL =	\$9,190.00
Task 4: Construction Administration	TOTAL =	\$42,256.00
TOTAL ESTIMATED FEES FOR PROFESSIONAL SERVICES	TOTAL =	\$51,446.00

Labor Category	Dept. Manager	Project Manager	Senior Structural Engineer	Project Engineer	CAD Technician	Admin Asst.	Expenses Including	Subs Including	TOTALS
Hourly Rate	\$215.00	\$170.00	\$185.00	\$100.00	\$105.00	\$85.00	10%	6%	
Hours									
Task 3: Bidding Assistance									
Construction Contracts/ EJCDC Forms		16				4			
Addenda		8				4	\$1,200.00		
Newspaper advertisements						4			
Bidder Questions		12							
Bid Review		2				2			
Notice of Intents		2				2			
Subtotal - Hours	0	40	0	0	0	14			54
Subtotal - Costs	\$0.00	\$6,800.00	\$0.00	\$0.00	\$0.00	\$1,190.00	\$1,200.00	\$0.00	\$9,190.00
Task 4: Construction Administration									
Project Management		8							
Sub-consultant Work- Architects Alaska								\$29,950.00	
Final Completion Inspection		16					\$660.00		
Sub-consultant Work- AMC								\$7,500.00	
Subtotal - Hours	0	24	0	0	0	0			24
Subtotal - Costs	\$0.00	\$4,080.00	\$0.00	\$0.00	\$0.00	\$0.00	\$726.00	\$37,450.00	\$42,256.00
TOTAL HOURS	0	64	0	0	0	14			78
TOTAL COST	\$0.00	\$10,880.00	\$0.00	\$0.00	\$0.00	\$1,190.00	\$1,926.00	\$37,450.00	\$51,446.00



YK Fitness Center Repairs

Date: 08/20/20
Job No.: 18020.05

for DOWL Engineers
3535 College Road, Suite 100
Fairbanks, AK 99709

Design Services	ARCH	CIVIL	STRUCT	MECH	ELECT	COST	TOTALS
Schematic Design	THESE SERVICES COMPLETED UNDER PREVIOUS AGREEMENT						\$ -
65% Design Development	THESE SERVICES COMPLETED UNDER PREVIOUS AGREEMENT						\$ -
Construction Documents	THESE SERVICES COMPLETED UNDER PREVIOUS AGREEMENT						\$ -
Subtotal Design Services							\$ -

Construction Administration Services	ARCH	CIVIL	STRUCT	MECH	ELECT	COST	TOTALS
Bidding	THESE SERVICES COMPLETED UNDER PREVIOUS AGREEMENT						\$ -
Permitting	THESE SERVICES COMPLETED UNDER PREVIOUS AGREEMENT						\$ -
Contract Administration	\$ 29,951						\$ 29,951
Subtotal Construction Administration Services							\$ 29,951

SUBTOTAL \$ 29,951 \$ - \$ - \$ - \$ - \$ - \$ - \$ -

TOTAL PROFESSIONAL SERVICES FEE* \$ 29,951

*excludes Allowances and Additional Services

Allowances \$ -

SUBTOTAL \$ -

TOTAL CONTRACT AMOUNT \$ 29,951

Design Team

ARCH Architects Alaska, Inc. ALL ENGINEERING SERVICES PROVIDED BY DOWL

YK Fitness Center Repairs

for DOWL Engineers
3535 College Road, Suite 100
Fairbanks, AK 99709

Date: 08/20/20
Job No.: 18020.05

**Contract Administration
Architectural Labor Fee**

[illegible][illegible]

Total Hours	157	Hours		
Architectural Labor Fee			\$	25,960.00

Expenses Contract Administration

Printing

Paper Plots	0 Sheets @	\$ 1.00 each	\$	-
Mylar or Special Paper Plots	0 Sheets @	\$ 5.00 each	\$	-
Drawing Sets	0 Sets @	30 Sheets @	\$ 1.50 / sheet	-
Specifications / Reports Books	0 Books @	300 Pages	\$ 0.10 / page	-

Travel

Air Fare	4 RT @	\$	550.00				\$	2,200.00
Ground Transport	6 Days @	\$	120.00				\$	720.00
Airport Parking	6 Days @	\$	18.000	per day per	1	people	\$	108.00
Per Diem	4 Days @	\$	150.00	per day per	1	people	\$	600.00

Communication

Long Distance Telephone	0 Month @	\$	20.00	\$	-
Courier	0 Packages @	\$	15.00	\$	-

Mark-up	10.0%	\$	362.80
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\$	3,990.80
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SUBTOTAL - Architects Alaska Contract Administration Fee	\$	29,950.80
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Consultant Fees Contract Administration

CIVIL: DOWL Engineers	\$ -	\$ -	\$ -
STRUCT: DOWL Engineers	\$ -	\$ -	\$ -
MECH: RSA Engineers	\$ -	\$ -	\$ -
ELECT: RSA Engineers	\$ -	\$ -	\$ -
COST: Estimations, Inc	\$ -	\$ -	\$ -
SPC 1: Specialist 1	\$ -	\$ -	\$ -
SPC 2: Specialist 2	\$ -	\$ -	\$ -

SUBTOTAL -Consultant Fees Contract Administration, including Mark-up \$ -

SUBTOTAL - Contract Administration	\$	29,950.80
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ANCHORAGE
900 West 5th Ave. Suite 403
Anchorage, Alaska 99501
907.272.3567

WASILLA
191 East Swanson Ave. Suite 203
Wasilla, Alaska 99654
907.373.7503

BOZEMAN
104 East Main St. Suite 209
Bozeman, Montana 56715
406.404.1588

www.architectsalaska.com



August 31, 2020
W.O. 50109.00

Mr. Bill Arnold
City of Bethel
P.O. Box 1388
Bethel, Alaska 99559

Subject: **DOWL Term Contract 2017-2022
Fee Proposal for Planning and Engineering Services
Task Order #28 Amendment- Fitness Center Repair Planning and Design
Services**

Dear Mr. Bill Arnold:

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We propose to add the following services to the existing Task Order #28.

SCOPE OF SERVICES

Task 3- Bidding Assistance

We will develop construction contract documents, using EJCDC standardized contracts and forms. DOWL will work with the City to facilitate a competitive bid process.

The bid process will be three weeks long, and documents will be distributed to the plan-holders lists and agencies like the Plans Room.

We will develop addenda and we will review bids for conformance and make a recommendation to the City for award. Bids will be due to the City of Bethel, but questions will be directed to DOWL and answered by our team.

DOWL will arrange and pay for advertisements in the Anchorage Daily News.

Deliverables:

- Fully compiled bid documents
- Addenda
- Responses to bidder questions
- Recommendation for award

Task 2- Construction Administration

Using contract documents prepared by DOWL and the construction drawings prepared by Architects Alaska, the City will award a construction contract to the lowest bidder. The DOWL team will assist the City in the following ways through construction:

- Submittal review
- Responses to Design Clarifications/Verification Requests and other validation requests
- Pay application review
- Two construction inspections coinciding with construction verifications
- One substantial completion inspection
- One final completion inspection
- Preparation of Contractor Punchlist following substantial completion
- Coordination and hosting of bi-monthly construction calls

SCHEDULE

We understand this project is extremely high priority and services are needed right away. We understand this and have begun services to keep the project schedule moving.

ASSUMPTIONS

- The Architect will have two site visits during construction that will be two days each. The Architect and Mechanical Engineer will have one site visit at substantial completion. The substantial completion site visit will be one day. We assume there will be no additional costs associated with Covid-19 testing or quarantines.
- With this proposed scope of services and fee proposal, DOWL and our sub-consultants will not be involved with legal matters associated with defective construction and any potential lawsuits between the City and the facility's original contractors. Our involvement and fee would be negotiated at a later point.

FEE PROPOSAL

We propose to complete the above described basic services for the fees as indicated below.

Table 1: Proposed Fee

Task	Proposed Fee
Task #3- Bidding Assistance (Lump Sum)	\$9,190
Task #4- Construction Administration (Time and Materials)	\$42,256
Total	\$51,446

A monthly statement will be provided showing percentage of work completed and requesting payment based on that percentage. Payment will be expected within 30 days. This work will be performed under the terms and conditions of the 2017-2022 DOWL- City of Bethel term contract.

We trust this provides adequate information for evaluating our proposal. We look forward to working with you on this project and will be happy to answer any additional questions you may have.

Upon receiving a signed authorization to proceed, we will begin services.

Sincerely,
DOWL



Chase Nelson, P.E.
Project Manager



Gary L. Jenkins, P.E.
LLC Member/Office Manager

Using the City of Bethel-DOWL Engineering Services Term Contract Standard Conditions, DOWL is authorized to amend the Task Order as proposed.

Authorized Contract Representative

Date

Attachment(s): Detailed Estimate

DOWL
ESTIMATE FOR PROFESSIONAL SERVICES

PROJECT: Fitness Center Repair Planning and Design Services- Rev 1

WO# 50109.00
DATE: 31-Aug-20
PREPARED BY: CAN

CLIENT: City of Bethel

PROJECT SUMMARY

Task 3: Bidding Assistance	TOTAL =	\$9,190.00
Task 4: Construction Administration	TOTAL =	\$42,256.00
TOTAL ESTIMATED FEES FOR PROFESSIONAL SERVICES	TOTAL =	\$51,446.00

Labor Category	Dept. Manager	Project Manager	Senior Structural Engineer	Project Engineer	CAD Technician	Admin Asst.	Expenses Including	Subs Including	TOTALS
Hourly Rate	\$215.00	\$170.00	\$185.00	\$100.00	\$105.00	\$85.00	10%	6%	
Hours									
Task 3: Bidding Assistance									
Construction Contracts/ EJCDC Forms		16				4			
Addenda		8				4	\$1,200.00		
Newspaper advertisements						4			
Bidder Questions		12							
Bid Review		2				2			
Notice of Intents		2				2			
Subtotal - Hours	0	40	0	0	0	14			54
Subtotal - Costs	\$0.00	\$6,800.00	\$0.00	\$0.00	\$0.00	\$1,190.00	\$1,200.00	\$0.00	\$9,190.00
Task 4: Construction Administration									
Project Management		8							
Sub-consultant Work- Architects Alaska								\$29,950.00	
Final Completion Inspection		16					\$660.00		
Sub-consultant Work- AMC								\$7,500.00	
Subtotal - Hours	0	24	0	0	0	0			24
Subtotal - Costs	\$0.00	\$4,080.00	\$0.00	\$0.00	\$0.00	\$0.00	\$726.00	\$37,450.00	\$42,256.00
TOTAL HOURS	0	64	0	0	0	14			78
TOTAL COST	\$0.00	\$10,880.00	\$0.00	\$0.00	\$0.00	\$1,190.00	\$1,926.00	\$37,450.00	\$51,446.00



YK Fitness Center Repairs

Date: 08/20/20
Job No.: 18020.05

for DOWL Engineers
3535 College Road, Suite 100
Fairbanks, AK 99709

Design Services	ARCH	CIVIL	STRUCT	MECH	ELECT	COST	TOTALS
Schematic Design	THESE SERVICES COMPLETED UNDER PREVIOUS AGREEMENT						\$ -
65% Design Development	THESE SERVICES COMPLETED UNDER PREVIOUS AGREEMENT						\$ -
Construction Documents	THESE SERVICES COMPLETED UNDER PREVIOUS AGREEMENT						\$ -
Subtotal Design Services							\$ -

Construction Administration Services	ARCH	CIVIL	STRUCT	MECH	ELECT	COST	TOTALS
Bidding	THESE SERVICES COMPLETED UNDER PREVIOUS AGREEMENT						\$ -
Permitting	THESE SERVICES COMPLETED UNDER PREVIOUS AGREEMENT						\$ -
Contract Administration	\$ 29,951						\$ 29,951
Subtotal Construction Administration Services							\$ 29,951

SUBTOTAL	\$ 29,951	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL PROFESSIONAL SERVICES FEE*								\$ 29,951

*excludes Allowances and Additional Services

Allowances								\$ -
SUBTOTAL								\$ -

TOTAL CONTRACT AMOUNT								\$ 29,951
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Design Team							
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ARCH Architects Alaska, Inc. ALL ENGINEERING SERVICES PROVIDED BY DOWL

YK Fitness Center Repairs

for DOWL Engineers
3535 College Road, Suite 100
Fairbanks, AK 99709

Date: 08/20/20
Job No.: 18020.05

Contract Administration Architectural Labor Fee

[illegible][illegible]

Total Hours	157	Hours		
Architectural Labor Fee			\$	25,960.00

Expenses Contract Administration
Printing

Pa

Paper Plots	0 Sheets @	\$ 1.00 each	\$	-
Mylar or Special Paper Plots	0 Sheets @	\$ 5.00 each	\$	-
Drawing Sets	0 Sets @	30 Sheets @	\$ 1.50 / sheet	-
Specifications / Reports Books	0 Books @	300 Pages	\$ 0.10 / page	-

Travel

Air Fare	4 RT @	\$	550.00				\$	2,200.00
Ground Transport	6 Days @	\$	120.00				\$	720.00
Airport Parking	6 Days @	\$	18.000	per day per	1	people	\$	108.00
Per Diem	4 Days @	\$	150.00	per day per	1	people	\$	600.00

Communication

Long Distance Telephone	0 Month @	\$	20.00	\$	-
Courier	0 Packages @	\$	15.00	\$	-

Mark-up

up	10.0%	\$	362.80
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\$ 3,990.80

SUBTOTAL - Architects Alaska Contract Administration Fee	\$	29,950.80
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Consultant Fees Contract Administration

CIVIL: DOWL Engineers	\$ -	\$ -	\$ -
STRUCT: DOWL Engineers	\$ -	\$ -	\$ -
MECH: RSA Engineers	\$ -	\$ -	\$ -
ELECT: RSA Engineers	\$ -	\$ -	\$ -
COST: Estimations, Inc	\$ -	\$ -	\$ -
SPC 1: Specialist 1	\$ -	\$ -	\$ -
SPC 2: Specialist 2	\$ -	\$ -	\$ -

SUBTOTAL -Consultant Fees Contract Administration, including Mark-up \$ -

SUBTOTAL - Contract Administration	\$	29,950.80
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ANCHORAGE
900 West 5th Ave. Suite 403
Anchorage, Alaska 99501
907.272.3567

WASILLA
191 East Swanson Ave. Suite 203
Wasilla, Alaska 99654
907.373.7503

BOZEMAN
104 East Main St. Suite 209
Bozeman, Montana 56715
406.404.1588

www.architectsalaska.com



Yukon-Kuskokwim Fitness Center Expansion Feasibility Assessment

Proposal for Professional Services

Submitted on June 21, 2019 to

Michelle DeWitt, Bethel Community Services Foundation
John Sargent, City of Bethel



www.agnewbeck.com | 441 West 5th Avenue, Suite 202 | Anchorage, Alaska 99501 | 907.222.5424

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I. Introduction

June 21, 2019
Michelle DeWitt
Bethel Community Services Foundation
michelle@bcsfoundation.org

John Sargent
City of Bethel
jsargent@cityofbethel.net

Dear Michelle and John,

Thank you for reaching out to us to support the City of Bethel and Bethel Community Services Foundation as you explore an expansion of the Yukon-Kuskokwim Fitness Center in Bethel. We understand that you are interested in understanding the need for additional gym space, the feasibility of various revenue options to support an expanded facility, and the construction and operations expense associated with an expanded facility. Architects Alaska has offered to provide pro bono services as part of this assessment to help develop concepts for the expansion and to identify capital cost ranges.

Please find attached a scope of work, budget, time and description of our relevant qualifications. Agnew::Beck Consulting is a multidisciplinary consulting firm based in Anchorage, Alaska, operating since 2002. We are skilled in analysis, policy development, planning, public engagement, and project implementation. We work to build healthy communities locally, regionally and statewide.

In 2005, we worked with the City of Bethel and community stakeholders to develop the Bethel Multi-Use Recreation Facility Business Plan that supported the development of the current recreation facility. Architects Alaska also assisted with that plan and was the architect for the current facility. Other relevant projects include our ongoing work with NeighborWorks Alaska and Bethel organizations to plan for affordable housing development in Bethel and recent work with AVCP and regional partners to develop the Comprehensive Economic Development Strategy for the region. Our team members have more than 20 years' experience in the region including the Bethel Public Utility Feasibility Study, Bethel Comprehensive Plan Update, the Orutsarmiut Native Council strategic plan update, a Pre-Development Plan for Build-to-Own housing in Quinhagak, and a business plan for a regional cultural center located in Bethel.

We can modify this scope and estimate to best match your needs and budget. Thank you for the opportunity to submit a proposal for this project.

Sincerely,



Thea Agnew Bemben, Managing Principal::Owner

Agnew::Beck Consulting | 441 West Fifth Avenue, Suite 202 | Anchorage, AK 99501
thea@agnewbeck.com | 907.222.5424 | www.agnewbeck.com

2. Project Understanding

The feasibility study will build from Agnew::Beck's 2005 Bethel Multi-Use Recreation Facility Plan. The Bethel Community Services Foundation and the City of Bethel are interested in an expanded facility that adds a gym and potentially other spaces to the existing center. Understanding the operational costs and feasibility of generating additional revenue to support operations will inform decision-making about the expansion. Currently, one half of a percent of the six percent sales tax is dedicated to the current recreation center. The City of Bethel also contributes \$200,000 to \$400,000 annually. Concessions and earned revenue bring in \$200,000 annually.

The community and stakeholders have expressed interest in the following uses and spaces:

- Long gym with basketball nets at each end and four other nets that allow two games at once
- Running/walking track
- An additional exercise studio without mirrors for higher impact activities like Tae Kwon Do

Additional questions that should be answered as part of the study include:

- Will the current mechanical systems support an expanded facility?
- Is there potential for alternative energy such as wind or solar?
- Can membership fees increase to help support the expansion?
- Will school district pay to use or help construct the gym?
- Is there community appetite for a new tax to support the facility?
- Do we need new locker rooms and bathrooms for the expansion?

As part of the feasibility study, we will develop an operational pro forma and capital cost estimates.

We will gather public input into this study through at least one public meeting, stakeholder interviews, and additional options for community input.

Scope of Work

1. Project Management & Communications

This task includes regular meetings with client and project team overall project management.

2. Needs Assessment, Existing Utilization & Identification of Potential Revenue Sources

During this task, Agnew::Beck will summarize current utilization, revenues, expenses, and operating plan. Agnew::Beck will assess the need for an expanded facility and existing gaps in services that an expanded facility could support. We will also identify opportunities for ways a facility expansion could be part of a broader campaign to improve will improve health and well-being of the community's youth and children. This could include connections with the Mat-Su effort called Youth 360 that is seeking to provide afterschool and summer activities for all the region's youth to reduce youth substance use, increase family resilience, and improve mental health and well-being. Agnew::Beck will identify potential revenue sources and provide a summary of the YK Fitness Center's current financial situation. Agnew::Beck will develop summary or PowerPoint to share with partners during Task 3.

3. Partner & Stakeholder Outreach

Agnew::Beck will meet with up to 10 key stakeholders/partners to discuss the need for an expanded facility, potential commitment to renting space and ideas for overall financing. Examples include the Lower Kuskokwim School District, YKHC, ONC, Calista, and others. Preference is to do most meetings in person during one trip to Bethel with follow up conversations over the phone.

4. Community Discussion

In partnership with community organizations, Agnew::Beck will host a public discussion in Bethel to understand preferences for an expanded facility, ideas related to financing, and thoughts about layout and design. Agnew::Beck can provide audience response technology to provide live polling of preferences for an expanded facility. This task could be conducted during the same trip as Task 3.

5. Concept Design

Based on client and community input, Agnew::Beck will work with Architects Alaska to prepare concept designs and cost estimates for an expansion of the YK Fitness Center.

7. Funding Plan & Summary Report

Based on the stakeholder outreach and community meeting, Agnew::Beck will summarize community input and describe the preferred approach, develop an operations pro forma that identifies potential revenue sources and expenses, and Architects Alaska will provide concept-level sketches of the floor plan and design and a capital estimate for the expanded facility.

Management of Project Scope, Timeline, and Budget

Agnew::Beck employs the following practices to ensure we develop projects according to a reasonable and agreed-upon scope, timeline and budget, with strong coordination and frequent communication between our team and our client.

Regular Status Reporting

Good communications and regular status reporting are keys to the success of any project. This should include a partnership between the client and Agnew::Beck project managers, with regular check-ins aimed at addressing project issues on a timely basis and providing leadership and direction to the project team.

Scope Management

At the beginning of a project, and sometimes mid-way, it is not uncommon for the scope of a project to change as more is learned. However, changes in scope can have an impact on a project's budget and timeline, and it is important to set up a clear process for addressing and mitigating the overall impact of changes. The Agnew::Beck project manager will work directly with the client project manager to identify and discuss potential scope changes as needed to achieve the project's objectives. The Agnew::Beck project manager will also alert the client project manager of any perceived changes or risks to scope immediately. Our team will work with the client project manager to document any agreed-upon changes to the project scope, and the corresponding changes in budget and timeline.

Timeline Management

Our team will work with the client project manager to develop a detailed project timeline highlighting key milestones, intermediary goals and deliverables for the project. This tool will assist the collective project team with keeping the project on schedule and scope. The Agnew::Beck project manager will work closely with the client project manager to evaluate and address any unexpected delays that could have an impact on the project scope and timeline. Our team will communicate any potential changes to the timeline, due to internal or external factors, to the client project manager as they occur, or in anticipation, and together will adjust the project timeline and/or scope accordingly.

Budget Management

When creating the project budget, Agnew::Beck estimates the level of effort a project is anticipated to require on a task-by-task basis. At the aggregate level, the project budget outlines the total funding available for the project based on the scope outlined in this document. It is important to note, however, that some project tasks can take longer than originally anticipated while others can take less time. Agnew::Beck reserves the right to modify the amount budgeted to an individual task while staying within the original total budget.

All time at Agnew::Beck is captured through our timekeeping software and can be monitored weekly to ensure our team remains on budget. If changes in scope or delays in the project timeline present a risk to the total project budget, the Agnew::Beck project manager will notify the Agnew::Beck managing principal and client project manager immediately.

A successful project requires strong coordination and frequent communication between the Agnew::Beck team and the client team. The management plan laid out above strives to ensure that those elements are in place throughout the duration of the project to achieve results that are on time, on budget and on scope.

Logistics and Resources

Agnew::Beck occupies a fully functioning office, served by all necessary office equipment to complete tasks in a timely and professional manner. We have all hardware, software, equipment, and licenses necessary to perform the contract.

All work will be performed in Anchorage. Agnew::Beck's office is located at 441 West Fifth Avenue, Suite 202, Anchorage, Alaska 99501. Agnew::Beck staff are available to attend project meetings at the client site and other locations as required by project circumstances and as allowed for by the project budget.

Project Team Roles

Thea Agnew Bemben, as principal in charge, will provide strategic guidance for the entire project as well as offer insight for the possible roles of stakeholders in the region.

Anna Brawley, as project manager, will be available for day to day client contact, coordinate the analysis on the project, coordinate the site visits and lead the development of deliverables.

Shanna Zuspan, as Funding Analyst, will provide expertise on financing and the development process.

Heather Stewart and Meghan Holtan are also available as analysts on the project.

3. Experience and Qualifications

Firm Overview



Agnew::Beck Consulting is an award-winning, multidisciplinary consulting firm based in Anchorage, Alaska and Boise, Idaho. We are skilled in analysis, policy development, planning, public engagement, and project implementation. Since 2002, we have helped clients strategically respond to challenges and opportunities to achieve their goals. Our team is committed to effective and efficient project management. We work to build healthy communities locally, regionally and statewide.

Our firm's areas of specialty include:

- Facility + Business Planning
- Grant Writing + Project Financing
- Data Analysis + Market Research
- Organizational Development
- Public, Behavioral and Community Health
- Health Systems Assessment + Planning
- Housing and Affordable Housing
- Public Policy Analysis + Development

By combining creativity and vision with practical implementation, Agnew::Beck helps clients accomplish short-term objectives and set out a clear path for long-term success. We are committed, passionate, and practical partners, working together to identify and tackle a project's most important issues with smart, effective solutions, and with community stakeholders at the center of the process. "Engage, Plan, Implement" is our approach to helping people, places and organizations get beyond ideas and make things happen.

Agnew::Beck Consulting qualifies for the Alaska Bidder preference and holds Alaska Business License number 1049371. Agnew::Beck is a women-owned business and a certified Disadvantaged Business Enterprise (DBE).

Thea Agnew Bembem, Principal in Charge



Thea Agnew Bembem is the managing principal and co-founder of Agnew::Beck Consulting, a planning, policy and community development firm based in Anchorage, Alaska. Thea has 23 years' experience working with statewide and community organizations to bring about real improvements in the health and social conditions of the people they serve. Thea couples her expertise in health and human services planning with strong experience working with Alaska Native communities and tribal organizations. Thea is an experienced facilitator of decision-making dialogue on a wide range of public policy issues.

In recent years, Thea led the effort to develop recommendations to redesign Alaska's Medicaid program; she has worked with many tribal health corporations and statewide and community organizations to expand services for Elders, people with behavioral health issues and disabilities, and to strengthen vulnerable families;

she is currently working with statewide leaders to improve facilities and services for people in behavioral health crisis and to reduce their involvement with the criminal justice system; she is also supporting community and statewide efforts to end homelessness.

Anna Brawley, Project Manager



Anna uses her strong education in urban planning, public policy and history to develop strategies and shape planning and implementation efforts in the fields of organizational development, public health and public policy for Agnew::Beck. Her skills and project experience include city and neighborhood planning, data analysis, GIS analysis and map production, process improvement, policy research, crafting and providing education on legislation, qualitative research methods, web and graphic design, document production, organizational structure and leadership development. She effectively navigates between the details and the big picture and coordinates the actions of the contract team, client staff, partner organizations and other stakeholders to achieve the project's goals. Anna is also an active volunteer in her community.

Shanna Zuspan, AICP, Funding Analyst



Shanna's land use planning expertise is coupled with comprehensive experience managing public finance and redevelopment programs for local government. Shanna returned to her hometown and joined Agnew::Beck after nine years in public finance, redevelopment, and land use in the Sacramento region. As senior associate for a private economic and planning firm, she served as primary technical analyst and project manager on housing market analyses, economic forecasting, redevelopment strategies, financing plans and real estate feasibility studies. Shanna earned a master's degree in city planning (emphasis in housing and economic development) from the Massachusetts Institute of Technology. Since joining Agnew::Beck in 2010, she has lead housing, market and feasibility studies across the state including a demand forecast for assisted living in Juneau, a feasibility assessment for the Wasilla Area Seniors, Inc. Continuing Care Community Feasibility Study, Maniilaq's Elder Services Business Plan, an assisted living plan for Aleutian Pribilof Island's Association, an evaluation of ownership structure to transition the Bethel Utility Corporation, and a business plan and feasibility study for an Elder Care Facility for Tanana Chiefs Conference in Fairbanks. Shanna led a team to prepare a housing needs assessment for the Tlingit Haida Regional Housing Authority and a separate study to forecast demand for housing in Kake. She was also the lead analyst on a build-to-own housing program in Quinhagak. Currently, Shanna provides development and technical assistance to the Anchorage Community Development Authority to further their goals to redevelop downtown Anchorage with housing and mixed-use. Her strength is in her ability to help clients determine the best project or program to pursue given the financial realities of organizations and the communities they serve.

Heather Stewart, Analyst



Heather is an experienced, communications-oriented planner and organized project manager. She has worked in the planning field since 2001 and in Alaska since 2006. Her strong analytical and communications skills allow her to help clients see the big picture or overarching process, navigate complex, potentially overwhelming situations, and develop plans that will set themselves up for success in implementation. Heather applies these skills to grant proposal development, feasibility and business planning, including the Bethel Public Utility Feasibility Study, the Centennial Village Wellness Plan, Sustainable Community Center Study and Community Readiness Assessments, Mat-Su Valley Tourism Facility Feasibility Plans, and Alaska Sustainable Outdoor Recreation Action Planning. Heather also served as project manager for the Bethel 2035 Comprehensive Plan Update in 2010-2011.

Meghan Holtan, Analyst



Meghan Holtan is the creative and analytical force behind many of Agnew::Beck's planning projects. Her success is based in her ability to pick the right tool to analyze and communicate data. Meghan earned a master's degree in environmental science with a concentration in environmental and community planning. Her experience includes GIS analysis, cartography and web mapping. Since joining Agnew::Beck in 2010, she has projected senior population growth and conducted case study and best practices research for several long-term care projects in Alaska. She worked on the Homer Parks, Art, Recreation and Culture Needs Assessment and is currently working on the NeighborWorks Alaska Bethel Multi-Family Housing Concept Development project.

Architects Alaska

David Moore, AIA, Principal in Charge / Project Manager

AK #A9190 | AK Resident. As the PIC, Dave Moore will have overall responsibility for the project and serve as the primary point of contact for all communications with Architects Alaska. He will oversee the project and be responsible for quality assurance reviews. Dave will take a hands-on role in the design process, particularly the public input portions. A graduate of Notre Dame, Dave has over 30 years of experience and has led the completion of 15 pool projects, both new construction and renovations. Project experience includes the YK Aquatic Health & Safety center, Ketchikan Gateway Aquatic Center, Nikiski Pool, and the Palmer & Wasilla Pool Renovations.

Steve Schell, RA, Project Architect

AK #A110902 | AK Resident. Steve will be responsible for design development options for the facilities. He will coordinate the design team, PM, and stakeholder groups. Steve has 10 years of experience in the design of aquatic and recreation centers. Projects include the YK Aquatic Health & Safety Center and Ketchikan Gateway Aquatic Center.

Selected Relevant Project Experience

Community Facility Feasibility Analysis + Planning

Homer Recreation and Culture Needs Assessment

2015 | City of Homer | The Parks, Art, Recreation and Culture (PARC) Needs Assessment determined the resources and prioritized the identified needs for the Greater Homer community (including the City of Homer and four neighboring census tracts: Anchor Point, Fritz Creek, Diamond Ridge and Kachemak City) concerning parks, arts, recreation and culture (PARC) facilities and programs. To accomplish this, the project involved:

- Assessing community values, wants and needs related to PARC resources, based on feedback from a broad range of organizations, individuals, and businesses;
- Identifying gaps between identified needs and existing facilities and programs; and
- Investigating strategies for meeting priority needs, recognizing the realities of finite resources (e.g., funding, volunteers, profitable business opportunities) and Homer's relatively small population.

Agnew::Beck engaged stakeholders at three levels: PARC providers, PARC users and the general public. Special focus was put on youth and seniors. A core advisory team, community workshop, community survey of almost 1,000 participants, and a statistically valid survey about public financing options helped inform the final report. Strategies included better use of existing facilities, improving efficiency and coordination of providing PARC resources and information sharing, and investigating options for new resources to support future recreation and culture improvements.

Mount Edgecumbe High School Pool Scoping Study

2011 | Client: Alaska Department of Transportation/Public Facilities (ADOT/PF) and Alaska Department of Early Education and Development (ADEED) (sub to NorthWind Architects, LLC) | Sitka, Alaska | The State of Alaska runs the Mount Edgecumbe High School (MEHS) in Sitka as a boarding school for high school students from rural Alaska. The State hired a team of consultants to help plan for a new swimming pool at the high school that would allow the school to provide swim instruction to rural Alaskan high school students. The facility plan included an analysis of the operating costs and potential revenues to run the new swimming pool, for which Agnew::Beck prepared a financial model. Agnew::Beck staff researched nine pool facilities throughout Alaska and analyzed their operating budgets in order to estimate the operating budget for the MEHS facility. The financial model helped the State budget for the annual cost of the pool, taking into account cost components with a high degree of variability (such as energy usage and rates), as well as the revenue potential from user fees and facility rentals. The operations financial analysis is part of a larger scoping study to plan for the new MEHS pool.

Bethel Multi-Use Recreation Facility Business Plan

2005 | City of Bethel | Foremost among Bethel's 1997 Comprehensive Plan goals were to expand and stabilize the City's economy, and to expand opportunities for healthy recreation where community members can mix with one another. The proposed Multi-Use Recreation Center is intended to be a vital community center enhancing Bethel's social and economic well-being. The City hired Agnew::Beck to prepare a feasibility assessment and business plan for the facility. Agnew::Beck used a community-based approach to develop the plan, seeking and using resident and visitor input on the use and design of the facility. The project team researched similar facilities located in other remote communities, generated detailed financial projections for

construction and operating costs and revenues, three alternatives for facility programs, and program descriptions. Agnew::Beck also created a project brochure for fundraising efforts. Based on the plan, the community elected to increase its sales tax by one half a percent to generate funding for project construction and operations.

Bethel Public Utility Feasibility Study

2011 | City of Bethel | High energy costs impact virtually every dimension of life in Bethel and the Yukon-Kuskokwim Region. This sense of urgency has increased interest in new approaches and new solutions. The City of Bethel engaged Agnew::Beck to perform a feasibility study to determine the viability of alternative ownership options for a privately owned, for-profit electric utility that served Bethel and three outlying communities. Agnew::Beck worked with Washington-based subconsultant, EES Consulting, an economic and engineering firm specializing in public utilities and energy. The team evaluated three ownership options for the diesel-generated power utility: an investor-owned utility, a City-owned utility, and a customer-owned electric cooperative. The team developed a valuation model, performed an economic and financial evaluation of the ownership options, and presented findings in a report and presentation to the Bethel City Council, public and stakeholders. Following the study, deliberations and negotiations among stakeholders led to the purchase of the Bethel utility by the non-profit Alaska Village Electric Cooperative (AVEC) in 2014.

Centennial Village Wellness Plan

2010 | Cook Inlet Housing Authority (CIHA) | The Cook Inlet Housing Authority (CIHA) is an Anchorage-based housing provider specializing in quality affordable housing for elders, individuals and families in the Cook Inlet Region, Inc. (CIRI). Agnew::Beck developed a comprehensive wellness plan for residents living in Centennial Village, a senior housing community in East Anchorage. The project involved surveying residents to assess their needs, understanding more about their health status and to gauge their interest in support services and activities to help maintain their independence as they age on campus. The project solicited interest from prospective partners to deliver personal care and other supportive services to residents. A community-wide plan was developed to improve the physical site and to expand and improve facilities to support social and fitness programs and improve the wellness of campus residents. Agnew::Beck also provided funding research and proposal development services for capital projects and expansion of existing programming.

Sustainable Community Center Study and Community Readiness Assessments

2012 – 2013 | The Foraker Group | The Foraker Group works to improve the leadership and management skills of professionals and volunteers working in Alaska's nonprofit organizations. The Foraker Group contracted with Agnew::Beck to research what makes community multi-purpose centers successful and sustainable over the long term in rural communities around the state. From this research, the team generated a checklist of factors that contribute to success of centers and factors that are likely to indicate that a community center will prove unsustainable in the areas of community capacity, operations and programming, building and site design, and capital financing. The report includes a model for sustainable rural community centers, and a series of case studies that illustrate the real stories behind the analysis. Using the checklist, Agnew::Beck subsequently worked with Foraker to help five communities evaluate and improve their proposals for community multi-use centers through Foraker's Pre-Development program.

Mat-Su Valley Tourism Facility Feasibility Plans

Agnew::Beck has led multidisciplinary consulting teams of planning, tourism, architectural and engineering experts to complete feasibility plans for two notable emerging tourist facilities in the Mat-Su Borough: the Mat-Su Valley South Gateway Visitor Center and a Cultural Ecotourism Facility.

2009 – 2010 | Mat-Su Convention and Visitor's Bureau | The Mat-Su Valley South Gateway Visitor Center is envisioned as a partner-driven destination visitor center that will showcase the recreational opportunities in the Valley and increase the visitor experience and length of stay. Project partners envision the Mat-Su Valley South Gateway Visitor Center as a lively, attractive space where residents and visitors learn about and experience the wealth of cultural, natural, recreational and business amenities in the area. The Agnew::Beck team conducted a market analysis, partnership development, site review, program development, and financial feasibility analysis for a marquee facility. The feasibility study demonstrates that the center is potentially sustainable and lays the groundwork for further planning and implementation of the project. The Mat-Su CVB has used the plan to secure funding and partnership commitments toward realizing the Visitor Center, including the successful award of a \$1million appropriation from the Alaska State FY14 capital budget for acquisition of the recommended site and design of the center.

2016 – 2018 | Chickaloon Village Traditional Council | The *Nay'dini'aa Na'* (Chickaloon Native Village) envisions a cultural tourism facility that includes lodging, food service, meeting and cultural space on traditional lands within the Matanuska Watershed. The Agnew::Beck study builds upon previous work done to identify and analyze alternatives for cultural ecotourism in the Matanuska River Watershed, to develop a clear plan for a sustainable facility and associated programming that reflects and provides a space in which to directly experience and celebrate the Tribe's Vision, Mission and Values, which include responsible land stewardship; cultural and governmental sovereignty; continuing the honored beliefs, customs, traditions and values of the *Nay'dini'aa Na'* people; sufficiency of resources; education and humor; and love, care and respect for each other. The Agnew::Beck team assessed potential site and programming options for the facility and worked with the client to develop a phased approach toward realizing their ultimate vision. The phased approach begins with the client's existing land, financial, programmatic and human resources. The growth of physical facilities and the scale of visitor experiences provided through the cultural ecotourism facility will build slowly and sustainably as a synthesized set of development milestones are reached.

Sustainable Outdoor Recreation Action Planning (Sitka, Yakutat, Wrangell, Portage Valley)

2010 – 2013 | United States Forest Service | As the convening project partner, the U.S. Forest Service (USFS) hired Agnew::Beck to facilitate a Sustainable Outdoor Recreation Plan for Sitka in 2010. This effort marked a fresh, community-based approach by the USFS to collaborate with the larger community to address challenges such as declining populations, the economic impacts of a declining Southeast Alaska timber economy, and tightening Federal budgets, while at the same time improving the way National Forest and community outdoor recreational lands and facilities are managed. The resulting plan provided a guide for addressing social, environmental and economic aspects of recreation and tourism in Sitka and beyond, with a focus on strategies that would be sustainable from both an environmental and fiscal perspective, while increasing economic health, land stewardship, and community quality of life. The project produced a page of signatures in which a set of partners made a good faith commitment to implement the plan. That commitment set the stage for obtaining multi-millions of dollars in trails and recreation project funding. Priority projects that were funded and have since been completed include a waterfront trail, skateboard park and restoration of the high school sports field. Following this success, Agnew::Beck worked with Yakutat, Wrangell and Portage Valley to develop similar plans under the same USFS model. Each plan focused on partnership-building efforts to implement the plan's priority actions because although the USFS funded these projects, the responsibility to implement the plans rested with a wide range of partners. This approach involved a broad outreach program to cultivate partners willing to commit to developing needed outdoor recreation facilities and programs.

Bethel + Regional Experience

Bethel Multi-family Housing Concept Development

2019 | NeighborWorks Alaska | NeighborWorks Alaska received a NeighborWorks America Strategic Investment Grant to explore the possibility of expanding NeighborWorks Alaska's reach outside of Anchorage to the rural hub community of Bethel, Alaska. Agnew::Beck is helping NeighborWorks Alaska to understand the need and demand for multi-family housing in Bethel, Alaska and facilitate potential partnership opportunities to develop multi-family housing in Bethel. Key steps in the scope include a market overview, meeting support between NeighborWorks Alaska and potential partners in Bethel and concept development and initial feasibility analysis. Agnew::Beck identified a potential demand for an additional 577 units of housing over the next ten to twenty years, mostly due to overcrowding, but also due to housing condition and population growth, which includes new hospital employees. Based on an initial positive response from meetings with stakeholders in Bethel, Agnew::Beck is moving forward with several multi-family housing concepts to present to NeighborWorks Alaska and potential partners.

Comprehensive Economic Development Strategy Annual Update

2017 – present | Association of Village Council Presidents | The Association of Village Council Presidents (AVCP) maintains a Comprehensive Economic Development Strategy (CEDS) for the Yukon-Kuskokwim Delta region, which includes 56-member tribes spread across 48 communities. Regional CEDS documents must go through a comprehensive, robust update every five years. AVCP last conducted a full update in 2012; the next full update is scheduled for 2018. In the years between full updates, AVCP conducts a shorter, less intensive annual update process. In 2017, AVCP hired Agnew::Beck to assist with the annual update to the AVCP CEDS. During the condensed, fast-paced effort, Agnew::Beck reached out to regional and business leaders and conducted three visits to the hub communities of Aniak, Bethel and Emmonak. The 2017 Annual Update highlights recent economic accomplishments, summarizes key trends and changes to the region's economic sectors and demographics, and provides an update on each strategy in the original 2012 CEDS document. In the final document, Agnew::Beck also offered recommendations for the full update in 2018, including how to make the CEDS more focused and effective, and potential new strategies for consideration.

Bethel 2035 Comprehensive Plan Update

2010 – 2011 | City of Bethel | Many regional conditions changed since the city's comprehensive plan was adopted in 1997. Bethel has grown into a diverse Yukon-Kuskokwim delta hub community, facing many economic and development challenges, including extremely high energy and housing prices, the need to diversify the local economy, and the possible need to relocate the port because of changing river patterns. The City of Bethel hired Agnew::Beck in 2010 to help update its Comprehensive Plan, intended to guide future city development and provide direction for the City's nine departments for 10-25 years. Agnew::Beck's planning approach emphasized an active public and stakeholder involvement process, strategic planning and a focus on financial sustainability. Agnew::Beck actively sought input from City Council and local leaders throughout the process and used a citizen advisory committee to build partnerships, support and accountability for the plan. Agnew::Beck helped revise and simplify the city's land use plan map to better reflect the present and future realities of local land use. These changes set the stage for the City to streamline their zoning code and focus enforcement efforts where they are most needed. The plan was adopted by the Bethel City Council on Tuesday September 27, 2011.

Pre-Development Plan for Build-To-Own Housing

2011 | Native Village of Kwinhagak (sub to Cook Inlet Housing Authority, funded by The Foraker Group) | As part of a team lead by Cook Inlet Housing Authority (CIHA) and funded by the Foraker Pre-Development program, Agnew::Beck worked with the Native Village of Kwinhagak (NVK) to develop a feasible financial model and pre-development plan for a build-to-own housing program for the Quinhagak community. NVK plans to add 150 quality and energy efficient homes to ease overcrowding and replace one-third of the housing stock deemed unsafe by two separate engineering studies. The pre-development plan is the first step in NVK's build-to-own demonstration program. The plan includes a financial model that tests the feasibility of the program by analyzing the availability of funding and developing a construction budget for the homes. The proposed build-to-own program is a significant departure from the typical rural Alaska housing program. Instead of being almost entirely federally funded, the build-to-own program draws from local funds (e.g., NVK's NAHASDA funds, NVK's housing revolving loan fund) for 61 percent of the identified funding, and the homeowner is expected to contribute both mortgage financing and sweat equity to the construction of their own house.

Orutsararmiut Native Council (ONC) Strategic Plan Update

2013 | Orutsararmiut Native Council (ONC) | Orutsararmiut Native Council (ONC) is the tribal governing body in Bethel, Alaska. With over 3,000 members, Orutsararmiut is one of the largest tribal governments in Alaska. During the fall of 2013, Agnew::Beck worked closely with the Council to update ONC's strategic plan. To kick off the process Agnew::Beck conducted key informant interviews, reviewed the previous strategic plan and solicited feedback from the chair of each ONC department. Building on this information, Agnew::Beck facilitated a two-day planning retreat in Homer, Alaska. During the retreat, board members reviewed ONC's mission and vision and identified both organization-wide and department-specific goals and objectives. With these goals in mind, attendees identified specific strategies to guide the ONC's activities and to improve the delivery of services over the next five years. The retreat concluded with a condensed board training. During the planning process, attendees also recognized a need for improved communication between the ONC board, staff and tribal members. To help address this concern, Agnew::Beck outlined a communications plan for the board to explore and included it in the strategic plan.

YKHC Branding and Strategic Communications Support

2016 – present | Yukon Kuskokwim Health Corporation (YKHC) | Agnew::Beck provides strategic guidance and support to the Vice President of Communications and other health departments as they develop messaging campaigns promoting health and the YKHC's important role in the region. Agnew::Beck's primary contract is for a large-scale branding process that will coincide with the Paul John Calricaraq Project, a renovation of the existing hospital and new construction of a three-story, 175,000-square-foot clinic. Agnew::Beck has completed interviews with staff and helped launch a staff survey, and has moved into the concept design phase with robust input and understanding of the direction the organization would like to move. A large component of the work to date has been educating staff on the branding process and intent including an educational process graphic to answer questions from the 1,300+ staff.



Architects Alaska Selected Relevant Project Experience

YK Aquatic Health & Safety Center



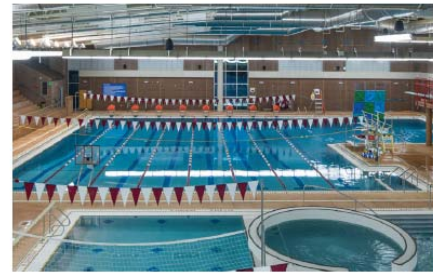
CLIENT: City of Bethel

REFERENCE: Doug Cobb, Project Dev. Assoc.
230.6642, doug@projdevelopment.com

This first of its kind project by Architects Alaska was recently completed in Bethel and delivered both on time and within budget. The facility includes a six-lane lap pool, a family pool with water slide, a wading pool, spa, offices, and supporting spaces. The pool areas can be viewed from a viewing area where family and friends can watch while enjoying the concessions. A separate Men's and Women's locker rooms are included as well as a family locker room. The project was constructed with a modified Design-Build process in cooperation with the General Contractor, with a fixed Guaranteed Maximum Price. Key Staff Involvement: David Moore, PIC; Steve Schell, PD; Doug Cook, AC; Mark Langberg, ME; Ken Ratcliffe, EE; Dennis Berry, SE

Ketchikan Gateway Aquatic Center

This facility was designed by Architects Alaska to provide local residents with an 8-lane, competitive sized swimming pool and diving well, as well as a separate, zero entry, recreation pool with a play structure and water slides. Careful consideration was made to choose building materials that were capable of handling constant exposure to the maritime environment. Extensive community outreach with users, community members, and other stakeholders was required for this project since the building site was shared with an adjacent school. Key Staff Involvement: David Moore, P IC; Steve Schell, PD; Doug Cook, AC; Mark Langberg, ME; Ken Ratcliffe, EE; Bradley Doggett, CE; Dennis Berry, SE; Kent Gamble, CCE



CLIENT: Ketchikan Gateway Borough

REFERENCE: Wendy Miller, KGB,
228.6656, wendym@kgbak.us

Nikiski Recreation Center Pool Renovation



CLIENT: Kenai Peninsula Borough

REFERENCE: Karen Kester, KPB (former)
406.531.5397, imadambuilder@hotmail.com

This project included a major renewal and addition to an existing natatorium. The facility served multiple recreational uses, water-safety and training for local industry, and competitive swimming and diving for the local high school. Architects Alaska's process of public involvement included a three-phase approach to the programming and design of this unique facility. The pool has a new concrete tank complete with many leisure pool features including a 20-foot high water slide, diving area, and hot water spa. The pool also has a shallow area containing a rainbrella bubbler and a bubble bench. Key Staff Involvement: David Moore, PM; Andy Simasko, PD; Mark Langberg, ME; Ken Ratcliffe, EE; Dennis Berry, SE

Additional Aquatic Center Experience

Projects completed by the team of Architects Alaska, AMC Engineers and BBFM Engineers with David Moore as Principal-in-Charge and/or Project Manager:

Renovation/Remodels

- Unalaska Aquatics Center Renovation
- East High School Pool Renovation
- Buckner Field House Pool Renovation
- Kenai High School Pool Renovation
- Seward High School Pool Renovation



New Construction/Additions

- USCG Support Center Pool Addition
- Valdez High School Pool Addition/Remodel

Condition Survey Reports

- Sandpoint Pool Condition Report
- Unalaska Pool Condition Report
- UAA Condition Report
- City of Skagway Aquatic Center Master Plan

4. Budget

When creating the project budget, Agnew::Beck estimates the level of effort a project is anticipated to require on a task-by-task basis. At the aggregate level, the project budget outlines the total funding available for the project based on the scope outlined in this document. It is important to note, however, that some project tasks can take longer than originally anticipated while others can take less time. Agnew::Beck reserves the right to modify the amount budgeted to an individual task while staying within the original total budget.

Y-K Fitness Center Expansion Feasibility Assessment	Managing Principal		Principal		Senior Associate		Graphic Designer		Total
July 2019 to December 2019	hours	rate	hours	rate	hours	rate	hours	rate	
		\$170		\$155		\$125		\$115	
Task									
1. Project management & Communications									
Regular meetings with client and project team; overall project management.	2	\$340	12	\$1,860	20	\$2,500		\$0	\$4,700
2. Needs Assessment, Existing Utilization & Identification of Potential Funding Sources									
Summarize current pool utilization, revenues/expenses and operating plan. Assess the need for a gym and existing gaps in services that a gym can support. Identify opportunities for ways a new gym will improve youth health and well being. Identify potential funding sources and provide a summary of the YK Fitness Center's current financial situation. Develop 1-page summary or PowerPoint to share with partners during Task 3.	2	\$340	4	\$620	30	\$3,750	8	\$920	\$5,630
3. Partner & Stakeholder Outreach									
Meet with up to 10 key stakeholders/partners to discuss the need for the gym, potential commitment to renting the gym and ideas for overall financing. Examples include the Lower Kuskokwim School District, YKHC, ONC, Calista, and others. Preference is to do most meetings in person during one trip to Bethel.	12	\$2,040	8	\$1,240	30	\$3,750		\$0	\$7,030
4. Community Discussion									
Host a community discussion in Bethel related to preference for a gym, ideas related to financing and thoughts about layout and design. Agnew::Beck can provide audience response technology to provide live polling related to preferences for a gym. Includes time involved in preparing the Keypoint questions. Preference is to do this community meeting during the same trip as Task 3.	12	\$2,040		\$0	40	\$5,000	12	\$1,380	\$8,420
5. Concept Design									
Agnew::Beck will work with Architects Alaska to prepare concept designs and cost estimates for an expansion at the YK Fitness Center. Architects Alaska will provide some initial concept designs pro bono.	4	\$680	4	\$620	10	\$1,250		\$0	\$2,550
7. Funding Plan & Summary Report									
Based on the stakeholder outreach and community meeting, Agnew::Beck will develop a funding plan for capital and operating costs.	8	\$1,360	8	\$1,240	40	\$5,000	40	\$4,600	\$12,200
Travel *									\$3,785
Expenses **									\$600
TOTAL***	40	\$6,800	36	\$5,580	170	\$21,250	60	\$6,900	\$44,915

EXCLUSIONS + TERMS

* Travel - Includes two trips to Bethel for two people.

** Other Expenses - Include costs for phone and related equipment and services required in the normal performance of the contract. Digital versions of all final materials will be submitted in an organized manner to the client for future editing, use and reproduction. Rights to final versions of all materials are transferred to the client upon conclusion of the project. A::B reserves the right to use all project materials for educational and marketing purposes. A::B reserves the rights to any draft or conceptual materials developed during the project, or other materials specified in the terms of the contract.

*** A::B reserves the right to move budget between tasks, staff and subcontractors so long as costs do not exceed the total budget. This estimate is good for 90 days from the date of the estimate

Suggested Amendment to Budget Ordinance 20-12(d)

WHEREAS, repairs to the Yukon Kuskokwim Regional Health and Aquatic Safety Training Center are still active; therefore, estimates for repair costs are not concrete;

WHEREAS, the City's contracted engineering firm, DOWL, predicts additional repair costs that exceeds the adopted Fiscal Year 2021 Budget;

WHEREAS, Public Works is requesting \$250,000 to cover unforeseen repair costs to the YK Fitness Center;

F-1				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
40-50-690	Capital Expenditures	370,000	250,000	620,000
	Cash		(\$250,000)	

Introduced by: Acting City Manager
Strickler
Date: September 8, 2020
Action:
Vote:

CITY OF BETHEL, ALASKA

Resolution #20-14

**A RESOLUTION BY THE BETHEL CITY COUNCIL AUTHORIZING THE
PROCUREMENT PROCESS FOR CONSULTING SERVICES FOR INDEPENDENT
CONTRACTORS TO CONDUCT A REVIEW OF MUNICIPAL OPERATIONS TO
INCLUDE BUT NOT BE LIMITED TO (1) EMPLOYEE COMPLAINTS OF
IMPROPER CONDUCT BY SUPERVISORS (2) FINANCIAL OPERATIONS OF THE
CITY AND (3) MANAGEMENT AND ACCOUNTING OF CARES ACT FUNDS AS
PROVIDED BY BMC 4.20.170**

WHEREAS, under the provisions of AS 29.35.010(5), which permits the City "to investigate an affair of the municipality and make inquiries into the conduct of a municipal department";

WHEREAS, Bethel Municipal Code 4.20.170 states the City Council may solicit, evaluate, and select consultants to assist them in performance of their duties without the necessity of following the formal procedures for procurement of services set forth in this code and;

WHEREAS, the City Council shall direct the method and criteria for obtaining consultant services by resolution setting forth the urgent situation necessitating the need to bypass the regular procurement processes and demonstrating how the city is obtaining the best possible value;

Whereas, on the August 11, 2020 Regular City Council Meeting, the City Council determined that there was urgent need to investigate City Employee complaints of improper conduct by supervisors; the City Council receiving multiple employee complaints from City Employees saw the need for an external agency to look into these complaints to ensure that there is not a systemic problem in the operations of the City;

Whereas, City Council determined that there was also urgent need to review the financial operations of the City as the City of Bethel has been without a Finance Director since May of 2020; the City Council finds it necessary, as they have a fiduciary responsibility to the tax payers, to ensure the oversight of our finances is done by a professional accountant;

Introduced by: Acting City Manager
Strickler
Date: September 8, 2020
Action:
Vote:

Whereas, City Council determined that there was also urgent need to review the management and accounting of the CARES Act Funds; due to the instability of the Finance Department, the accounting for CARES Act funds was not by the Finance Department but by the City Manager; the Council having a fiduciary responsibility to the City saw an urgent need to have these funds accounted for by a professional accountant to ensure that it is accurately recorded for Federal audits;

Whereas, City Council made a motion to direct the City Attorney to procure on behalf of the City Council an independent contractor to conduct a review of municipal operations to include but not be limited to (1) employee complaints of improper conduct by supervisors (2) financial operations of the City and (3) management and accounting of CARES Act Funds; and to prepare a Budget Modification;

WHEREAS, the Council was presented with a budget modification on August 25, with a public hearing scheduled for September 8th to approve and review the funds needed to initiate the consulting services;

WHEREAS, on August 26, 2020 the City Council confirmed through Action Memorandum 20-41 to Authorize the Acting City Manager to Negotiate and Execute Agreements with Altman Rogers & Co. Certified Public Accountants and Kimberly K. Gearity, Attorney to provide these services to help the City Attorney in the review of the three items;

Whereas, this Action Memorandum also stated that administration will initiate the agreement with the understanding funds may not be expended in association with this agreement until the Council has authorizing the budget modification.

NOW, THEREFORE, BE IT RESOLVED that the Bethel City Council has evaluated the need for timely and cost effective Independent Contractors and has determined that the actions listed above constitutes due diligence in ensuring the City is obtaining the best service at the best value and therefore authorizes the procurement process allowed by Bethel Municipal Code 4.20.170.

ENACTED THIS 8th DAY OF SEPTEMBER 2020 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

ATTEST:

Introduced by: Acting City Manager
Strickler
Date: September 8, 2020
Action:
Vote:

Perry Barr, Mayor

Lori Strickler, City Clerk

City of Bethel Action Memorandum

Action memorandum No.	20-42		
Date action introduced:	September 8, 2020	Introduced by:	Mayor Barr
Date action taken:		Approved	Denied
Confirmed by:			

Appointment of Committee/Commission/Board members.

Ryan M. Jeffries- Public Works Committee.

Amount of fiscal impact:		Account information:
x	No fiscal impact	

Action Memorandum 20-42 is sponsored by Mayor Barr at the request of the City Clerk.

Ryan M Jeffries 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.	20-43		
Date action introduced:	September 8, 2020	Introduced by:	Acting City Manager Strickler
Date action taken:		Approved	Denied
Confirmed by:			

Authorizing the Acting City Manager to negotiate and execute a lease agreement with Bethel Broadcasting, Inc., d/b/a KYUK, to utilize KYUK's Tower space for its public safety paging and radio system antennas.

Attachment(s): (1) Structural Attachment Agreement

Amount of fiscal impact:		Account information:
	\$1600 per month for 10 years	

The City of Bethel has two antennas located on KYUK's Tower space for its public safety paging and radio system antennas. KYUK has provided space on its tower at no cost for many years.

The City and KYUK's previous agreement was a Memorandum of Agreement for use of its Tower at no charge until the City built a replacement communications tower at a different location, which expired on June 30, 2009;

KYUK is now charging fair market value for space on its tower. Until such time as the City removes its antenna from KYUK's Tower, the City will be required to pay to use that space.

The attached agreement is for September 1, 2020 to August 31, 2030.
The monthly recurring charge to be paid by the City under this Agreement is a total license fee of \$1,600 per month; \$800 for each antenna.

STRUCTURE ATTACHMENT LICENSE AGREEMENT

(CITY OF BETHEL)

THIS STRUCTURE ATTACHMENT LICENSE AGREEMENT (“Agreement”) is entered into by and between Bethel Broadcasting, Inc., d/b/a KYUK (“KYUK”), and City of Bethel, an Alaska municipal organization (“City” or “Licensee”).

WHEREAS, KYUK’s Tower (as defined in Section 1) is located in a location where its height permits the broadcasting of communications signals;

WHEREAS, KYUK has allowed the City to utilize KYUK’s Tower space for its public safety paging and radio system antennas, to support City policy and fire options at no cost for many years, and the City’s antenna locations provide strategically-located line of sight transmission for public safety first responders;

WHEREAS, on July 7, 2008, the City and KYUK entered into a Memorandum of Agreement (“MOA”) for use of its Tower at no charge until the City built a replacement communications tower at a different location, which expired by its terms on June 30, 2009;

WHEREAS, KYUK is a non-profit agency and is facing severe budget cuts; and

WHEREAS, the parties agree that until such time as the City removes its antenna from KYUK’s Tower, KYUK should receive fair market value for space on its Tower.

1. GRANT OF LICENSES. In consideration of the License Fee set forth in Section 3, KYUK hereby agrees to provide to Licensee certain access rights to KYUK’s radio station property in Bethel, Alaska on real property depicted on Exhibit A (the “Site”) and KYUK’s television tower approximately 255 foot and depicted on Exhibit A (“Tower”). KYUK grants to Licensee the following: (a) a non-exclusive license to occupy, place and maintain Licensee’s equipment identified on Exhibit B (“Licensee’s Equipment”) on KYUK’s Tower, and (b) access to and within the Site to access Licensee’s Equipment. KYUK reserves the right to disconnect Licensee equipment from the Site’s electrical power plant in the event of emergency equipment failure or power interruption.

2. PRIMARY TERM. This Agreement shall commence on September 1, 2020 (“Effective Date”) and shall terminate upon August 31, 2030 (“Primary Term”), unless extended pursuant to the provisions of Section 5 or unless terminated earlier pursuant to the provisions of Section 6.

3. CHARGES. Beginning on the Effective Date, the monthly recurring charge to be paid by Licensee under this Agreement, exclusive of any applicable taxes and applicable regulatory cost charges, is \$800 per antenna located on the Tower, for a total license fee of \$1,600 per month (“License Fee”). Charges for any partial month shall be prorated on the basis of a 30-day month. Monthly charges are payable in advance by the first day of the month (“Due Date”). Licensee shall send monthly payments marked with KYUK’s account number to:

KYUK Radio Station
640 Radio Street
P.O. Box 468
Bethel, AK 99559

or to such other address provided by KYUK. All unpaid charges and fees will accrue interest at 5%, beginning 30 days after the payment is due.

4. ADJUSTMENTS TO CHARGES. The License Fee shall adjust annually, on each anniversary of the Effective Date, by an upward adjustment of 3% of the prevailing charges for the preceding year.

5. OPTION TO EXTEND. Subject to Section 6, Licensee shall have the option to extend this Agreement beyond the Primary Term ("Extension Option") for 2 additional, individual 5 year terms (each, an "Extension Term"). Unless Licensee otherwise notifies KYUK at least 60 days before the expiration of the Primary Term of this Agreement or any Extension Term, this Agreement shall be extended automatically. Licensee shall notify KYUK in writing of its intent not to exercise the option to extend this Agreement. Upon agreement of the parties, this Agreement may be extended beyond the Primary Term or any applicable Extension Term on a month to month basis.

6. TERMINATION. Notwithstanding any other provision of this Agreement, KYUK shall have the right to terminate this Agreement if (i) the Tower and/or Site becomes unusable due to fire, flood or any other cause; (ii) KYUK's authority to use or occupy the Tower or Site expires or is terminated; (iii) KYUK decides to terminate its operation at the Tower and/or Site; (iv) the Tower and/or Site are sold by KYUK, unless such sale is made to its parent, any of its subsidiaries or affiliates; or (v) Licensee shall fail to pay amounts due under this Agreement for a period of 2 or more consecutive months. KYUK shall have no duty to repair or restore the Tower. In event of such a termination, any unused portion of prepaid charges, less any other charges owed, shall be returned to Licensee by KYUK. Licensee may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to KYUK. Upon this Agreement's expiration or earlier termination, Licensee's obligations including payment of the License Fee shall remain in effect until Licensee's Equipment is removed from the Tower.

7. IMPROVEMENTS & MAINTENANCE. Any and all installation of equipment in or improvements at the Tower shall be subject to the prior written consent of KYUK, in its sole discretion, may not adversely impact the structural integrity of the Tower, or any third party's equipment or the Tower. Installation of authorized equipment and improvements shall be done by or in the company of KYUK personnel or Licensee's certified technician, as authorized in advance by KYUK. Except for Licensee's Equipment listed in Exhibit B, all materials provided and installed by KYUK shall be and remain the sole property of KYUK, and Licensee hereby freely quitclaims its interest, if any, in such materials to KYUK.

Licensee agrees to remove all Licensee Equipment and improvements on or before the expiration or earlier termination of this Agreement. Removal shall be solely at Licensee's expense and Licensee shall leave the Tower in as commercially equivalent condition as when Licensee installed its Equipment on the Tower. If Licensee fails to remove its equipment and its

other property from the Tower within 30 days after termination of this Agreement, such Equipment will automatically, at the option of KYUK, (a) become the property of the KYUK, or (b) be removed and disposed of by KYUK at Licensee's sole expense.

8. **AS IS/WHERE IS/NO WARRANTY.** LICENSEE ACKNOWLEDGES THAT KYUK HAS NOT MADE ANY REPRESENTATION OR WARRANTY, EXPRESS, IMPLIED OR AT COMMON LAW, BY STATUTE, OR OTHERWISE RELATING TO THE SITE, FACILITY OR EQUIPMENT SPACE INCLUDING, WITHOUT LIMITATION, THE CONDITION OF THE SITE, OR TOWER, OR ITS HEIRS, (INCLUDING, WITHOUT LIMITATION, ANY IMPLIED OR EXPRESSED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, CONFORMITY TO MODELS OR SAMPLES OF MATERIALS, ENVIRONMENTAL CONDITION, OR GEOLOGIC CONDITION). IN FURTHERANCE OF THE FOREGOING, KYUK EXPRESSLY DISCLAIMS AND NEGATES, AND LICENSEE HEREBY WAIVES: (I) ANY IMPLIED OR EXPRESSED WARRANTY OF MERCHANTABILITY, (II) ANY IMPLIED OR EXPRESSED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, (III) ANY IMPLIED OR EXPRESSED WARRANTY OF CONFORMITY TO MODELS OR SAMPLES OF MATERIALS, AND (IV) ANY AND ALL IMPLIED WARRANTIES EXISTING UNDER APPLICABLE LAW. IT IS THE EXPRESS INTENTION OF THE PARTIES THAT THE TOWER EQUIPMENT SPACE BE LICENSED ON AN "AS IS", "WHERE IS" BASIS. THE PARTIES AGREE THAT, TO THE EXTENT REQUIRED BY APPLICABLE LAW TO BE EFFECTIVE, THE DISCLAIMERS OF CERTAIN WARRANTIES CONTAINED IN THIS SECTION ARE CONSPICUOUS DISCLAIMERS.

9. **USE, PERMITS, COMPLIANCE.** Licensee covenants and agrees to use the Tower only for the operation of the Licensee's Equipment described in Exhibit B.

Licensee shall obtain all necessary governmental permits, licenses, and approvals for Licensee use of the Tower. KYUK shall reasonably cooperate with Licensee by executing and joining in Licensee applications for governmental permits, licenses or approvals if same is necessary, so long as KYUK is not adversely affected thereby. Licensee shall reimburse KYUK for any and all expenses attributable to KYUK's cooperation. KYUK agrees to comply with all reasonable conditions imposed by relevant jurisdictions on the use of the Tower so long as KYUK is not adversely affected thereby. Licensee agrees that it will not use the Tower and Site for storage or disposal of hazardous or toxic materials as defined under any federal, state or local laws and regulations in effect during the term of this Agreement.

Licensee covenants and agrees that its use of the Site will be in accordance with all applicable federal, state and local laws, regulations, ordinances and administrative and judicial orders and other requirements, including rules established from time to time by KYUK and subject to and in accordance with all requirements of any person or entity from which KYUK obtains its authority to use the Site and Tower.

10. **ACCESS.** Licensee shall not climb or otherwise access the Tower except as set forth in this Section. Access to the Site and the Tower at all times shall be allowed only in the company and under the supervision of assigned KYUK personnel unless other written

arrangements are made with KYUK. All Licensee access shall be subject to notification procedures and other access requirements as may be established by KYUK.

Licensee shall provide and maintain a current list of persons authorized by Licensee to make decisions with regard to or to work on Licensee's Equipment on the Tower. The list will include each person's relationship to Licensee, what identification is required of these persons for access on or into the Site and/or Tower, and Licensee contact numbers in case of questions or emergencies. KYUK reserves the right to refuse access to any person, whether listed or unlisted, for security reasons.

Licensee shall reimburse KYUK for required escort time at applicable hourly rates set by KYUK for any personnel or consultant travel time to and from the Site, for accompaniment time at the Site, for KYUK transportation costs (at cost plus 20%), if transportation is not otherwise provided by Licensee. The KYUK labor and consultant rates to be charged are subject to change from time to time at KYUK's sole discretion. Licensee agrees to give KYUK 5 working days' advance notice of required access to the Tower for routine maintenance purposes. In case of an emergency, Licensee shall give KYUK as much advance notice as possible. KYUK's contact for arranging access is (907) 543-3131 during regular business hours and, after regular business hours, (907) 545-3966. KYUK shall give prior written notice to Licensee of any changes in contact numbers.

Licensee shall be responsible and liable for any damage done to the KYUK's facilities, its equipment or to other parties' equipment on the Site that is caused by Licensee, its agents, representatives and/ or contractors.

KYUK shall be under no obligation to clear snow from any areas at or approaching the Site for the purposes of providing Licensee access to the Tower. Licensee may clear or remove snow for access purposes at its own cost and at its own risk with prior written permission from KYUK (which may be by email).

11. INTERFERENCE. KYUK reserves the right to require the cessation of all operations of Licensee's Equipment in the event that Licensee's Equipment causes or appears to cause unacceptable interference with KYUK's or other communication systems. If radio frequency or electromagnetic interference is experienced by KYUK-owned or any other communication equipment upon or during operation of Licensee's Equipment, Licensee agrees to immediately mitigate any interference associated with the transmission and operation of its equipment upon oral or written notice by KYUK. Failing the prompt elimination of such interference, Licensee shall discontinue its Equipment operation upon notice by KYUK until KYUK, in its sole discretion, is satisfied that any interference problems are resolved and until KYUK expressly states that Licensee may resume its equipment operation. If Licensee's operations are discontinued for 30 consecutive days or more, KYUK agrees to rebate the prorated portion of monthly charges to Licensee. If such discontinuance of Licensee service causes Licensee a loss of information or revenue in any manner, KYUK shall not be liable for such loss or any direct or indirect result of such loss.

As a general rule, Licensee shall not be required to adjust its operations on the Tower to eliminate interference problems encountered by any other operator whose operations on the Site

or within the Tower begins after those of License. Moreover, interference problems caused by operations of a later licensee will be the responsibility of the later licensee to resolve. Notwithstanding the foregoing, where KYUK's equipment or operations (including those of any KYUK parent, affiliates, subsidiaries, agents, partners, contractors or customers, whenever installed or initiated) are adversely affected by interference from Licensee's Equipment or operations, KYUK may, in its sole discretion, require adjustments to or removal of Licensee's Equipment or operations in the Tower to solve interference problems.

Except to the extent required by law or regulation, KYUK shall be under no obligation to adjust KYUK or other equipment to solve radio frequency or electromagnetic interference problems associated with the use of Licensee's Equipment. Upon KYUK's written request, Licensee shall install filtering devices on its equipment to reduce radio or electromagnetic interference with other equipment.

12. INSURANCE. Licensee shall, at its own expense, maintain and keep in force during the Primary Term or any applicable Extension Term, commercial general liability insurance in form and from an insurance company satisfactory to KYUK, to protect KYUK, Licensee and Licensee's agents against comprehensive public liability. The insurance policy shall have a combined single limit in the amount of no less than \$1,000,000.00. All such insurance shall name KYUK as an additional insured party and provide that KYUK shall be notified at least 30 days prior to any termination, cancellation or material change in such insurance coverage. Licensee shall provide KYUK with a certificate of insurance required hereunder within 30 days of the Effective Date and annually thereafter within 30 days of the anniversary date of this Agreement. The requirement for insurance coverage will not relieve Licensee or its agents of other obligations under this Agreement. Licensee shall provide KYUK with certificates of insurance or letters of self-insurance or other evidence of insurance coverage required by this Agreement within 30 days after the Effective Date.

13. RISK OF LOSS. Licensee shall bear the risk of loss for any portion of Licensee's Equipment placed upon the Tower by Licensee in the event the equipment is damaged or destroyed, in whole or in part.

14. LIMITATION OF LIABILITY. Neither party shall be liable to the other party for indirect, special, consequential or incidental damages, including, without limitation, any damages for lost profits or revenues or other harm.

15. TAXES, ASSESSMENTS AND FINES. Licensee shall not be liable for payment of any real property taxes or assessments that may be levied on the Site or Tower. Licensee shall be liable for the payment of any personal property taxes that may be lawfully levied on Licensee's Equipment or other property and for any fines or penalties charged against Licensee related to its use or occupancy of the Tower. In no event shall Licensee be held liable for taxes based on KYUK's income or KYUK for taxes based on Licensee's income.

16. ASSIGNMENT OR SUBLETTING. Licensee shall not assign this Agreement or grant any interest in the Tower without prior written consent from KYUK, in KYUK's sole and absolute discretion.

17. NOTICES. Any notice by KYUK to Licensee will be served at City of Bethel, 300 State Highway, P.O. Box 1388, Bethel, AK 99559, Attention: _____, and any notice by Licensee to KYUK will be served on KYUK at KYUK Radio Station, 640 Radio Street, P.O. Box 468, Bethel, AK 99559. Either party may change notice, billing or remittance addresses by notice to the other party in accordance with this Section. Notice shall be deemed to have been given upon receipt.

18. AMENDMENT. This Agreement cannot be amended or modified except in writing signed by authorized representatives of both parties.

19. SEVERABILITY. If any term or provision of this Agreement is deemed invalid or unenforceable, the remainder of this Agreement shall not be affected and each term and provision shall be valid and enforced to the fullest extent permitted by law.

20. WAIVER. No delay or omission by either party to exercise any right or power is to be construed as a waiver.

21. DISPUTE RESOLUTION. At the written request of a party, each party will appoint a knowledgeable, responsible representative to meet and negotiate in good faith to resolve any dispute arising under this Agreement. The location, format, frequency, duration and conclusion of these discussions shall be left to the discretion of the representatives. Upon agreement, the representatives may use other alternative dispute resolution procedures such as mediation to assist in the negotiations. Discussions and correspondence among the representatives for the purposes of these negotiations shall be treated as confidential information developed for purposes of settlement, exempt from discovery and production, which shall not be admissible in any lawsuit without the concurrence of all parties. Documents identified in or provided with such communications, which are not prepared for purposes of the negotiations, are not so exempted and may, if otherwise admissible, be admitted in evidence in any lawsuit. Each party shall bear its own costs of these proceedings, except as set forth in Section 23.

22. GOVERNING LAW. This Agreement shall be construed in accordance with and governed by the laws of the State of Alaska, without giving effect to its conflict of laws principles. Venue for any action under this Agreement shall be the Third Judicial District at Anchorage, Alaska.

23. ATTORNEYS' FEES. If either party to this Agreement initiates any legal proceeding to construe or enforce any of the terms and conditions herein, or to obtain damages or relief hereunder, then the prevailing party shall be entitled to its actual, reasonable attorney's fees, expenses and court costs incurred in connection with such legal proceedings, consistent with the Alaska Rules of Civil Procedure.

24. NO ESTATE OR PROPERTY INTEREST; ENCUMBRANCES.

(a) The licenses granted by this Agreement are personal privileges allowing Licensee's Equipment to be placed on the Tower. These licenses and the payments by Licensee under this Agreement do not create or vest in Licensee (or in any other person) any leasehold estate, easement, ownership interest, or other property right or interest of any nature in any part of the Site or the Tower. Licensee's terminal equipment and associated property installed at the

Site shall be deemed personal property and not fixtures irrespective of the manner or method of attachment to the Tower or Site. If required by applicable law, Licensee shall report such property as its own and shall pay any taxes levied upon such personal property.

(b) Licensee shall not cause or permit the Site and/or Tower or any part thereof or improvements thereon to become subject to any lien, trust, pledge or security interest arising out of any work performed facilities or materials furnished, or obligations incurred by or for Licensee. Licensee agrees to bond against or discharge any mechanic's lien or materialman's lien affecting the Site or the Tower within 20 days after written request by KYUK. Nothing contained in this Section shall limit Licensee's right to subject its own property and equipment to liens, trusts, pledges or security interests.

(c) Licensee shall reimburse KYUK for any and all costs and expenses that may be incurred by KYUK (or by any KYUK parent, affiliate or KYUK personnel), including, without limitation, actual, reasonable attorneys' fees, as a result of any lien, trust, pledge, or security interest arising out of any work performed, facilities or materials furnished, or obligations incurred by or for Licensee except where such lien is caused by a negligent act or omission of KYUK. KYUK shall issue an itemized invoice to Licensee for such costs and expenses, and Licensee shall pay KYUK within 45 calendar days after such invoice is issued by KYUK.

25. SURVIVAL. The obligations of the parties which, by the nature of the obligations, continue beyond the terms of this Agreement shall survive the termination of this Agreement.

26. NO PARTNERSHIP OR JOINT VENTURE. The relationship between the parties to this Agreement shall not be that of partners nor of joint ventures and nothing contained in this Agreement shall be deemed to constitute a partnership or joint venture between them. Neither party may represent to its users or others that the other party jointly participates with such party in the provision of services or facilities.

27. NO SIGNS. Licensee shall not erect any exterior signs on or around the Site or Tower.

28. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties with respect to the subject matter contained herein, and supersedes and replaces all previous agreements, including, without limitation, the MOA. There are no representations, understandings or agreements that are not fully expressed in this Agreement.

29. MUTUAL REPRESENTATION OF AUTHORITY

(a) KYUK and Licensee represent and warrant to each other that they have full right, power and authority to enter into this Agreement without the consent or approval of any other entity or person and make these representations knowing that the other party will rely thereon.

(b) The signatories on behalf of KYUK and Licensee further represent and warrant that they have full right, power and authority to act respectively for and on behalf of KYUK and Licensee in entering into this Agreement.

30. NO OPTION. The submission of an unsigned copy of this Agreement to Licensee shall not constitute an offer or option with respect to the matters contained herein. This Agreement shall become effective and binding only upon execution and delivery by KYUK and Licensee, which may be transmitted by email.

31. TIME. Time is of the essence with respect to this Agreement.

32. INDEMNITY. Licensee shall indemnify Licensor from and against any loss, cost, claim, liability, damage, or expense (including reasonable attorneys' fees) arising out of or relating to: Claims for bodily injury, death, or damage to personal and real property to the extent proximately caused by the negligence or willful acts or omissions of Licensee, its personnel and its contacts; or resulting proximately from Licensee's failure to perform its obligation under this Agreement to third parties caused by Licensee's negligence or misconduct or that of its agents, employees, or contractors in the performance of this Agreement. In addition, Licensee will also, to the extent of its negligence or misconduct, indemnify and defend Licensor in any action or suit brought by a third party against Licensor for any loss, cost, claim, liability, damage, or expense caused by Licensee's negligence or misconduct, and/or that of its employees, agents, or contractors, while on Licensor's property and/or in the performance of this Agreement. Under no circumstance shall Licensor be liable to Licensee or to any third party for any interruption in Licensee's communication services, regardless of howsoever caused.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

KYUK:

LICENSEE:

BETHEL BROADCASTING, INC.,
an Alaska non-profit corporation

CITY OF BETHEL,
an Alaska municipality

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

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

EXHIBIT A
DEPICTION OF TOWER AT SITE

[Attach]

EXHIBIT B

AUTHORIZED LICENSEE EQUIPMENT

- One receive (VHF) antenna located at ____ foot height [or level] on the Tower
- One transmit (VHF) antenna located at ____ foot height [or level] on the Tower
- The following paging and radio system antenna cables and related parts:

[insert list]

City of Bethel Action Memorandum

Action memorandum No.	20-44		
Date action introduced:	09/08/2020	Introduced by:	Lori Strickler, Acting City Manager
Date action taken:		☐ Approved	☐ Denied
Confirmed by:			

Action Title: Action Memorandum Authorizing the City Manager to Negotiate and Execute a Professional Services Agreement with Wolverine Supply Inc. for Emergency Repairs to the YK Fitness Center.

Attachment(s):

Department/Individual:	Initials:	Remarks:
Lori Strickler, Acting City Manager	LS	
Bo Foley, Interim Purchasing Agent	BF	Only one responsive bidder

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	
\$217,000 – Initial \$??? Additional per rate schedule	Funds in City Budget.	40-50-690 YKFC – Capital Projects
	Funds not in City Budget.	

Summary Statement

On July 28, 2020, a Request for Bids (RFB) document was sent out and posted to the City website soliciting qualified firms to provide emergency repair services for a multitude of different items at the YK Fitness Center. Having these repairs done as soon as possible will potentially prevent any building shutdowns especially during the upcoming Winter months.

This RFP closed on August 17, 2020 with only one responsive bidder. Two addenda were posted in response to potential proposer questions. The winning bidder was Wolverine Supply Inc. and there were no protests received about this result.

DOWL, the City's contracted engineering firm, wrote up the initial RFB document and was able to identify a number of specific items that needed fixing at the YK Fitness Center. Wolverine Supply Inc.'s bid for these specific items was \$217,000. However, more items will need to be repaired and DOWL and the City do not yet know how much those items will cost in terms of time and materials. The City will be looking to get a rate schedule from Wolverine Supply Inc. so that they can quote us on what the rest of the repairs will cost.

At the time of submitting this action memorandum, a draft copy of the professional services agreement had not yet been finalized and so could not be attached with the action memorandum. In order to meet packet deadlines, the action memorandum had to be submitted without it.

City of Bethel Informative Memorandum

Information Memorandum No.	20-11		
Date action introduced:	September 8, 2020	Introduced by:	Council Member DeWitt

Information Topic: City of Bethel Organizational Retreat Priorities

The City of Bethel met on June 18 to discuss, current city projects as well as future organizational goals and priorities. These goals and priorities range from short term operational, long term operational and capital improvements.

As the departments continue to work through action plans and strategic implementation of these priorities, updates to the organizational goals will be provided.

City of Bethel Organizational Goals

Operational Short Term

Employee Morale and Retention	
GOAL	POSSIBLE ACTIONS
Decrease personnel turnover Improve desirability to work for the City Establish an Inclusive wage package Revamping management pay scales Education program for staff	• Conduct a salary and classification Study (x2) • Send out employee surveys • Initiate onboarding policy, training and exit interviews • Improve training opportunities • Implement tuition assistance program
Status: Salary and Classification Study Request for Proposal released.	

Stabilizing the Finance Department	
GOAL	ACTIONS
Hire a qualified Finance Director Hire a qualified Assistant Finance Director	Hire contracting firm to provide operations support
Status: Contracting firm hired to provide operational support. Contracted recruitment firm to help recruit for Finance Director.	

Creating a Five Year Plan.	
GOAL	ACTIONS
Establishing organizational management activities and goals	Identify action plan, timeline and costs associated with the goals and priorities
Status: The organization met to establish short term and long term goals for the organization.	

Long Term Financial Planning	
GOAL	ACTIONS
Establish a vehicle and equipment replacement plan. Establish a capital improvement plan. Identify options for diverse revenue sources.	• Create a list of our current vehicles and equipment and the expected life of the items • Create a list of current city facilities • Create a list of identified capital improvement

	needs • Identify the financial costs for replacement of or the development of the above listed items • Create a timeline for responsible distribution of funds to account for the above listed items
Status: X	

Records Management	
GOAL	ACTIONS
Update records retention program. Improve consistency in file and document management. Reduce retrieval time of documents. Improve understanding of the retention program.	• Coordinate with staff to make updates to the records retention schedule to ensure archival and retrieval is efficient • Standardize saved file processes to create uniform archiving and retrieval • Implementation and management of annual city-wide records cleanup • Conduct annual audits of department documents to ensure the standards are being carried through • Encourage administrative staff to maintain the city website with information that is consistent, timely, and accurate to allow public access to records outside of the request process
Status: The City Clerk's Office is actively working on an action plan to meet this goal by mid-2021.	

New Forms of Revenue for YK Fitness Center	
GOAL	ACTIONS
Reduce the dependability of the operation to the fund.	• Sugar Sweetened Beverage Ordinance (Drafted) • Program Expansion • Membership Expansion
Status: Sugar sweetened beverage ordinance drafted.	

Policy and Procedures	
GOAL	ACTIONS
Centralize policies into a city-wide policy and procedure manual.	• Consolidate current policies and procedures for review • Establish a policy procedure
Status: Attorney request all policies be submitted to her for review.	

Diversity, Equity and Inclusion	
GOAL	ACTIONS
Establish equality and diversity goals and visions for the organization.	• Compile data on the organizations current demographics through survey • Analyze the data to identify needs and areas of concern. • Address policies or practices affecting DE&I • Identify how DE&I can support the organization's objectives ie by having a more

	diverse workforce we are responding to our community needs in a more diverse and responsive way Implement initiatives to effectuate the goals outlined in the organization's objectives
Status: X	

Improve Committee and Commission Interaction and Participation	
GOAL	ACTIONS
	- Increase administrative support to the committees and commission - Continue to hold annual trainings for Ex Officio members but require participation - Create an Ex Officio Guide - Council engage the committees/commissions with annual tasks
Status: The City Clerk's Office initiated development of the Ex Officio Guide.	

Improve Public Communications and Engagement	
GOAL	ACTIONS
Create a communication's policy. Establish a newsletter.	Departments to submit monthly reports to City Manager on public outreach information.
Status: The City Clerk's Office has increased community outreach through social media. The City Clerk's Office is working with Administration to identify weekly/monthly public outreach topics.	

Operational Long Term

Improve Housing Availability	
GOAL	ACTIONS
	- Receive a report from the planning department on approved but undeveloped properties. - Start initiating leans on blight properties to encourage people to sell vacant houses/land. - Open up the center of town.
Status: NA	

Decrease Public Nuisance Properties and Junk Vehicles	
GOAL	ACTIONS
	- Reduced costs to customer for vehicle preparation - Establish a City hauling program to have junk vh. removed - Refer to Planning Commission-rank nuisance properties and determine corrective actions
Status: Council authorized the collection of junk vehicles and waved the liquid/battery removal costs and the	

limitation on the vehicles disposed at the landfill for a period of 60 days.
--

Improve Public Services For Everyone– Strategic Planning in Progress	
GOAL	ACTIONS

Capital Improvement

Boardwalk/Walking Path Connection Between the University and the Hospital	
GOAL	ACTIONS
Status: The City Clerk’s Office has reached out to appropriate department heads to identify feasibility of the development of the boardwalk.	

Extending Piped Services Throughout the Community– Strategic Planning in Progress	
GOAL	ACTIONS

Improving Water and Sewer Services, Capacity and Costs– Strategic Planning in Progress	
GOAL	ACTIONS

Opening Up/Development of City Property in the City Center – Strategic Planning in Progress	
GOAL	ACTIONS

City of Bethel Information Memorandum

Information Memo No.	20-12		
Date introduced:	September 8, 2020	Introduced by:	Lori Strickler, Acting City Manager
Amended actions:			
Confirmed by:			

Title: Presentation of the City's Water & Sewer Services Expenditures Compared to Budget from July 1, 2020 to August 31, 2020 – Utilities Maintenance – Water & Wastewater Activity Report.

Attachment(s): (1) City of Bethel Water & Sewer Services Expenditures Compared to Budget from July 1, 2020 to August 31, 2020 and (2) August 2020 – Utilities Maintenance – Water & Wastewater Activity Report.

Department/Individual:		Initials:	Remarks:
Administration, Lori Strickler		LS	
Finance		JS	
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 2021 contains months of data from July 1, 2020 to August 31, 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

FY21 - Aug 2020

Public Works Director - William Arnold

City Sub Water Treatment Plant

Bethel Heights Water Treatment Plant

	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)
August	4,566,280	1,678,000	1,581,378	84,000	1,216	10,800	207	2,385,710	576,450	3,259,507	58,599	750	3,750	101
Fiscal Year to Date	9,307,082	3,549,000	270,276	172,200	2,736	25,200	465	5,024,690	1,096,146	6,181,407	93,957	1,500	7,750	183

Bethel Heights WTP	Monthly water logs to ADEC from BHWTP and CSWTP. One boiler are on line and operating for Spring.
City Sub WTP	Monthly water logs for BHWTP and CSWTP to ADEC. The 20 lead and copper samples came back all passed good
Sewer Lagoon	DMR report to ADEC. Lagoon discharge complete for month.
Piped Sewer	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.
Piped Water	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 Appartment 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.
Other	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
COMBINED CASH INVESTMENT
JULY 31, 2020

COMBINED CASH ACCOUNTS

TOTAL COMBINED CASH

TOTAL UNALLOCATED CASH

CASH ALLOCATION RECONCILIATION

51 ALLOCATION TO WATER & SEWER SERVICES	78,526.58
TOTAL ALLOCATIONS TO OTHER FUNDS	78,526.58
ALLOCATION FROM COMBINED CASH FUND - 01-10100	
ZERO PROOF IF ALLOCATIONS BALANCE	78,526.58

CITY OF BETHEL
BALANCE SHEET
JULY 31, 2020

WATER & SEWER SERVICES

ASSETS

51-10100	CASH IN COMBINED FUND	78,526.58	
51-13100	ACCOUNTS RECEIVABLE	59,037.83	
	TOTAL ASSETS		137,564.41

LIABILITIES AND EQUITY

LIABILITIES

51-20100	VOUCHERS PAYABLE	(56,185.11)	
51-26100	UTILITY DEPOSITS	1,921.00	
	TOTAL LIABILITIES		(54,264.11)

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	191,828.52		
BALANCE - CURRENT DATE		191,828.52	
TOTAL FUND EQUITY			191,828.52
TOTAL LIABILITIES AND EQUITY			137,564.41

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER</u>					
51-42-410 TRUCKED WATER	260,899.58	260,899.58	2,882,771.00	2,621,871.42	9.1
51-42-412 METERED PIPED WATER COMM.	20,866.23	20,866.23	1,066,349.00	1,045,482.77	2.0
51-42-414 UNMETERED PIPED WTR RESID	79,735.03	79,735.03	832,898.00	753,162.97	9.6
51-42-416 CONTRACT WATER	1,240.00	1,240.00	10,995.00	9,755.00	11.3
51-42-436 PUMPHOUSE WATER	2,498.01	2,498.01	19,425.00	16,926.99	12.9
TOTAL WATER	365,238.85	365,238.85	4,812,438.00	4,447,199.15	7.6
<u>SEWER</u>					
51-43-411 TRUCKED SEWER (EVAC/HB)	152,233.67	152,233.67	1,697,440.00	1,545,206.33	9.0
51-43-412 METERED PIPED SEWER COMM.	29,665.81	29,665.81	893,924.00	864,258.19	3.3
51-43-414 UNMETERED PIPED SEWER RES	22,784.36	22,784.36	249,523.00	226,738.64	9.1
51-43-415 M PIPED SEWER RESIDENTIAL	673.32	673.32	.00	(673.32)	.0
51-43-416 CONTRACT SEWER	1,428.68	1,428.68	25,573.00	24,144.32	5.6
TOTAL SEWER	206,785.84	206,785.84	2,866,460.00	2,659,674.16	7.2
<u>MISCELLANEOUS</u>					
51-45-434 UTILITY PENALTY/INTEREST	4,723.94	4,723.94	39,308.00	34,584.06	12.0
51-45-435 RECONNECT FEES	.00	.00	2,841.00	2,841.00	.0
51-45-450 SENIOR DISCOUNT	(4,600.00)	(4,600.00)	(47,380.00)	(42,780.00)	(9.7)
51-45-467 NSF CHECKS AND FEES	.00	.00	134.00	134.00	.0
51-45-468 UTILITY INSPECTION FEES	210.00	210.00	2,060.00	1,850.00	10.2
51-45-471 WATER SUBSCRIPTION FEES	16,099.60	16,099.60	173,447.00	157,347.40	9.3
51-45-472 SEWER SUBSCRIPTION FEES	17,070.24	17,070.24	182,751.00	165,680.76	9.3
51-45-487 INVESTMENT INCOME	.00	.00	16,480.00	16,480.00	.0
TOTAL MISCELLANEOUS	33,503.78	33,503.78	369,641.00	336,137.22	9.1
<u>MISCELLANEOUS</u>					
51-49-466 CASH OVER/SHORT	.00	.00	(103.00)	(103.00)	.0
51-49-495 MISCELLANEOUS INCOME	928.14	928.14	3,323.00	2,394.86	27.9
TOTAL MISCELLANEOUS	928.14	928.14	3,220.00	2,291.86	28.8
TOTAL FUND REVENUE	606,456.61	606,456.61	8,051,759.00	7,445,302.39	7.5

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER & SEWER SERVICES

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>						
51-80-501	SALARIES	4,940.34	4,940.34	110,696.00	105,755.66	4.5
51-80-508	LEAVE CASHOUT	.00	.00	5,535.00	5,535.00	.0
51-80-511	MEDICARE FICA	72.17	72.17	1,605.00	1,532.83	4.5
51-80-512	GROUP HEALTH INSURANCE	4,019.61	4,019.61	42,189.00	38,169.39	9.5
51-80-515	UNEMPLOYMENT	.00	.00	1,970.00	1,970.00	.0
51-80-516	WORKERS' COMPENSATION	.00	.00	294.00	294.00	.0
51-80-518	PERS	1,086.88	1,086.88	24,353.00	23,266.12	4.5
51-80-519	UTILITY BENEFIT	130.42	130.42	7,980.00	7,849.58	1.6
51-80-545	TRAINING/TRAVEL	.00	.00	2,000.00	2,000.00	.0
51-80-561	SUPPLIES	.00	.00	4,000.00	4,000.00	.0
51-80-649	ONLINE BILL PAY	389.58	389.58	4,000.00	3,610.42	9.7
51-80-683	MINOR EQUIPMENT	.00	.00	7,000.00	7,000.00	.0
51-80-721	INSURANCE	.00	.00	955.00	955.00	.0
51-80-733	POSTAGE	.00	.00	15,000.00	15,000.00	.0
51-80-736	BANK CHARGES	2,513.24	2,513.24	42,000.00	39,486.76	6.0
51-80-799	MISCELLANEOUS EXPENSES	.00	.00	500.00	500.00	.0
51-80-996	ADMIN OVERHEAD-IT SVCS	669.50	669.50	14,684.00	14,014.50	4.6
51-80-998	ADMINISTRATIVE OVERHEAD-GF	2,412.31	2,412.31	29,704.00	27,291.69	8.1
TOTAL UTILITY BILLING		16,234.05	16,234.05	314,465.00	298,230.95	5.2
<u>HAULED WATER</u>						
51-81-501	SALARIES	29,484.52	29,484.52	626,210.00	596,725.48	4.7
51-81-502	OVERTIME	7,170.71	7,170.71	.00	(7,170.71)	.0
51-81-508	LEAVE CASHOUT	.00	.00	23,864.00	23,864.00	.0
51-81-511	MEDICARE	546.12	546.12	9,080.00	8,533.88	6.0
51-81-512	EMPLOYEE GROUP BENEFITS	16,928.09	16,928.09	231,395.00	214,466.91	7.3
51-81-515	UNEMPLOYMENT	.00	.00	8,496.00	8,496.00	.0
51-81-516	WORKERS' COMPENSATION	.00	.00	16,177.00	16,177.00	.0
51-81-518	PERS	8,064.16	8,064.16	137,766.00	129,701.84	5.9
51-81-519	UTILITY BENEFIT	1,476.50	1,476.50	41,496.00	40,019.50	3.6
51-81-545	TRAINING/TRAVEL	.00	.00	3,000.00	3,000.00	.0
51-81-561	SUPPLIES	.00	.00	10,000.00	10,000.00	.0
51-81-563	WEARING APPAREL	394.63	394.63	10,000.00	9,605.37	4.0
51-81-600	TIRES	1,539.30	1,539.30	42,000.00	40,460.70	3.7
51-81-601	VEHICLE MT. (PARTS & TOOLS)	5,081.79	5,081.79	50,000.00	44,918.21	10.2
51-81-602	GASOLINE/DIESEL/OIL	9,168.32	9,168.32	150,000.00	140,831.68	6.1
51-81-621	ELECTRICITY	.00	.00	10,500.00	10,500.00	.0
51-81-622	TELEPHONE	2.73	2.73	650.00	647.27	.4
51-81-623	HEATING FUEL	.00	.00	12,325.00	12,325.00	.0
51-81-627	STAFF CELLULAR PHONES	52.39	52.39	840.00	787.61	6.2
51-81-650	LAB TESTS	500.00	500.00	5,000.00	4,500.00	10.0
51-81-661	VEHICLE MAINT/REPAIR	18,245.30	18,245.30	391,472.00	373,226.70	4.7
51-81-662	PROPERTY MAINT	4,980.72	4,980.72	44,920.00	39,939.28	11.1
51-81-669	OTHER PURCHASED SERVICES	.00	.00	5,000.00	5,000.00	.0
51-81-683	MINOR EQUIPMENT	3,089.96	3,089.96	4,000.00	910.04	77.3
51-81-691	WATER TRUCK	.00	.00	300,000.00	300,000.00	.0
51-81-695	FLEET MGMT. SOFTWARE/TABLETS/	.00	.00	25,000.00	25,000.00	.0
51-81-721	INSURANCE	.00	.00	88,907.00	88,907.00	.0
51-81-724	DUES/SUBSCRIPTIONS	.00	.00	80.00	80.00	.0

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-81-799 MISCELLANEOUS	.00	.00	2,000.00	2,000.00	.0
51-81-996 ADMIN OVERHEAD-IT SVCS	636.95	636.95	13,970.00	13,333.05	4.6
51-81-998 ADMINISTRATIVE OVERHEAD-GF	12,393.71	12,393.71	179,862.00	167,468.29	6.9
TOTAL HAULED WATER	119,755.90	119,755.90	2,444,010.00	2,324,254.10	4.9

PIPED WATER

51-82-501 SALARIES	12,380.34	12,380.34	217,681.00	205,300.66	5.7
51-82-502 OVERTIME	3,826.23	3,826.23	.00	(3,826.23)	.0
51-82-508 LEAVE CASHOUT	.00	.00	8,976.00	8,976.00	.0
51-82-510 SOCIAL SECURITY	.00	.00	966.00	966.00	.0
51-82-511 MEDICARE	241.00	241.00	3,156.00	2,915.00	7.6
51-82-512 EMPLOYEE GROUP BENEFITS	4,062.91	4,062.91	58,484.00	54,421.09	7.0
51-82-515 UNEMPLOYMENT	.00	.00	1,634.00	1,634.00	.0
51-82-516 WORKERS' COMPENSATION	.00	.00	5,623.00	5,623.00	.0
51-82-518 PERS	3,565.44	3,565.44	47,890.00	44,324.56	7.5
51-82-519 UTILITY BENEFIT	507.23	507.23	10,488.00	9,980.77	4.8
51-82-545 TRAINING/TRAVEL	.00	.00	5,000.00	5,000.00	.0
51-82-561 SUPPLIES	47.06	47.06	6,000.00	5,952.94	.8
51-82-563 WEARING APPAREL	.00	.00	3,000.00	3,000.00	.0
51-82-592 PLUMBING SUPPLIES	.00	.00	15,000.00	15,000.00	.0
51-82-600 TIRES AND WHEELS	277.40	277.40	500.00	222.60	55.5
51-82-601 VEHICLE MT. (PARTS & TOOLS)	138.14	138.14	1,500.00	1,361.86	9.2
51-82-602 GASOLINE/DIESEL/OIL	1,069.24	1,069.24	15,000.00	13,930.76	7.1
51-82-621 ELECTRICITY-UTIL MT SHOP	.00	.00	5,500.00	5,500.00	.0
51-82-622 TELEPHONE	5.46	5.46	100.00	94.54	5.5
51-82-623 HEATING FUEL	.00	.00	21,250.00	21,250.00	.0
51-82-626 WATER/SEWER/GARB	43.70	43.70	600.00	556.30	7.3
51-82-627 STAFF CELLULAR PHONES	50.58	50.58	800.00	749.42	6.3
51-82-649 ENGINEERING SERVICES	.00	.00	25,000.00	25,000.00	.0
51-82-661 VEHICLE MAINT/REPAIR	176.57	176.57	3,788.00	3,611.43	4.7
51-82-664 COMPUTER SERVICES	.00	.00	15,245.00	15,245.00	.0
51-82-665 CITY SAFETY	.00	.00	2,000.00	2,000.00	.0
51-82-669 OTHER PURCHASED SERVICES	88.71	88.71	1,500.00	1,411.29	5.9
51-82-683 MINOR EQUIPMENT	.00	.00	25,750.00	25,750.00	.0
51-82-721 INSURANCE	.00	.00	6,812.00	6,812.00	.0
51-82-727 ADVERTISING	.00	.00	1,000.00	1,000.00	.0
51-82-996 ADMIN OVERHEAD-IT SVCS	695.07	695.07	15,245.00	14,549.93	4.6
51-82-998 ADMINISTRATIVE OVERHEAD-GF	4,634.79	4,634.79	79,545.00	74,910.21	5.8
TOTAL PIPED WATER	31,809.87	31,809.87	605,033.00	573,223.13	5.3

BETHEL HTS WTR TREATMENT

51-83-501 SALARIES	7,722.13	7,722.13	161,238.00	153,515.87	4.8
51-83-502 OVERTIME	1,247.89	1,247.89	.00	(1,247.89)	.0
51-83-508 LEAVE CASHOUT	.00	.00	6,068.00	6,068.00	.0
51-83-511 MEDICARE	17.18	17.18	2,338.00	2,320.82	.7
51-83-512 EMPLOYEE GROUP BENEFITS	1,645.44	1,645.44	44,499.00	42,853.56	3.7
51-83-515 UNEMPLOYMENT	.00	.00	1,882.00	1,882.00	.0
51-83-516 WORKERS' COMPENSATION	.00	.00	4,165.00	4,165.00	.0
51-83-518 PERS	1,973.41	1,973.41	35,472.00	33,498.59	5.6

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-83-519 UTILITY BENEFIT	728.68	728.68	7,980.00	7,251.32	9.1
51-83-545 TRAINING/TRAVEL	.00	.00	4,000.00	4,000.00	.0
51-83-561 SUPPLIES	.00	.00	4,000.00	4,000.00	.0
51-83-563 WEARING APPAREL	.00	.00	1,500.00	1,500.00	.0
51-83-567 CHEMICALS	.00	.00	55,000.00	55,000.00	.0
51-83-592 PLUMBING SUPPLIES	.00	.00	5,000.00	5,000.00	.0
51-83-621 ELECTRICITY (PUMPHOUSE)	.00	.00	90,000.00	90,000.00	.0
51-83-622 TELEPHONE	.00	.00	500.00	500.00	.0
51-83-623 HEATING FUEL (PUMPHOUSE)	1,976.45	1,976.45	110,500.00	108,523.55	1.8
51-83-649 ENGINEERING SERVICES	.00	.00	2,000.00	2,000.00	.0
51-83-650 LAB TESTS	1,225.00	1,225.00	12,000.00	10,775.00	10.2
51-83-661 VEHICLE MAINT/REPAIR	176.57	176.57	.00	(176.57)	.0
51-83-669 OTHER PURCHASED SERVICES	1,376.36	1,376.36	15,000.00	13,623.64	9.2
51-83-683 MINOR EQUIPMENT	.00	.00	25,000.00	25,000.00	.0
51-83-721 INSURANCE	.00	.00	22,272.00	22,272.00	.0
51-83-727 ADVERTISING	.00	.00	500.00	500.00	.0
51-83-996 ADMIN OVERHEAD-IT SVCS	662.52	662.52	14,531.00	13,868.48	4.6
51-83-998 ADMINISTRATIVE OVERHEAD-GF	3,804.32	3,804.32	45,576.00	41,771.68	8.4
TOTAL BETHEL HTS WTR TREATMENT	22,555.95	22,555.95	671,021.00	648,465.05	3.4

CITY SUB WTR TREATMENT

51-84-501 SALARIES	10,713.57	10,713.57	226,507.00	215,793.43	4.7
51-84-502 OVERTIME	4,168.96	4,168.96	.00	(4,168.96)	.0
51-84-508 LEAVE CASHOUT	.00	.00	9,244.00	9,244.00	.0
51-84-511 MEDICARE	225.12	225.12	3,284.00	3,058.88	6.9
51-84-512 EMPLOYEE GROUP BENEFITS	4,200.18	4,200.18	69,927.00	65,726.82	6.0
51-84-515 UNEMPLOYMENT	.00	.00	1,953.00	1,953.00	.0
51-84-516 WORKERS' COMPENSATION	.00	.00	5,851.00	5,851.00	.0
51-84-518 PERS	3,274.15	3,274.15	49,831.00	46,556.85	6.6
51-84-519 UTILITY BENEFIT	721.29	721.29	12,540.00	11,818.71	5.8
51-84-545 TRAINING/TRAVEL	100.00	100.00	5,000.00	4,900.00	2.0
51-84-561 SUPPLIES	186.40	186.40	2,500.00	2,313.60	7.5
51-84-563 WEARING APPAREL	.00	.00	1,500.00	1,500.00	.0
51-84-567 CHEMICALS	.00	.00	100,000.00	100,000.00	.0
51-84-592 PLUMBING SUPPLIES	.00	.00	3,000.00	3,000.00	.0
51-84-600 TIRES & WHEELS	777.40	777.40	1,500.00	722.60	51.8
51-84-602 GASOLINE/DIESEL/OIL	193.04	193.04	1,000.00	806.96	19.3
51-84-621 ELECTRICITY (CS WTF)	.00	.00	70,000.00	70,000.00	.0
51-84-622 TELEPHONE	2.73	2.73	100.00	97.27	2.7
51-84-623 HEATING FUEL(CS WTF)	7,028.16	7,028.16	127,500.00	120,471.84	5.5
51-84-650 LAB TESTS	927.49	927.49	10,000.00	9,072.51	9.3
51-84-661 VEHICLE MAINT (ISF)	176.57	176.57	15,000.00	14,823.43	1.2
51-84-665 CITY SAFETY	571.30	571.30	.00	(571.30)	.0
51-84-669 OTHER PURCHASED SERVICES	.00	.00	5,000.00	5,000.00	.0
51-84-683 MINOR EQUIPMENT	4,899.79	4,899.79	20,000.00	15,100.21	24.5
51-84-721 INSURANCE	.00	.00	13,899.00	13,899.00	.0
51-84-996 ADMIN OVERHEAD-IT SVCS	727.62	727.62	15,958.00	15,230.38	4.6
51-84-998 ADMINISTRATIVE OVERHEAD-GF	5,386.16	5,386.16	65,756.00	60,369.84	8.2
TOTAL CITY SUB WTR TREATMENT	44,279.93	44,279.93	836,850.00	792,570.07	5.3

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER & SEWER SERVICES

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HAULED SEWER</u>						
51-85-501	SALARIES	28,257.17	28,257.17	675,488.00	647,230.83	4.2
51-85-502	OVERTIME	13,158.53	13,158.53	.00	(13,158.53)	.0
51-85-508	LEAVE CASHOUT	.00	.00	26,853.00	26,853.00	.0
51-85-511	MEDICARE	617.26	617.26	9,963.00	9,345.74	6.2
51-85-512	EMPLOYEE GROUP BENEFITS	15,691.37	15,691.37	260,128.00	244,436.63	6.0
51-85-515	UNEMPLOYMENT	.00	.00	7,315.00	7,315.00	.0
51-85-516	WORKERS' COMPENSATION	.00	.00	19,122.00	19,122.00	.0
51-85-518	PERS	9,111.45	9,111.45	148,607.00	139,495.55	6.1
51-85-519	UTILITY BENEFIT	1,543.19	1,543.19	46,649.00	45,105.81	3.3
51-85-561	SUPPLIES	651.68	651.68	7,000.00	6,348.32	9.3
51-85-563	WEARING APPAREL	.00	.00	7,000.00	7,000.00	.0
51-85-600	TIRES & WHEELS	1,523.02	1,523.02	12,000.00	10,476.98	12.7
51-85-601	VEHICLE MT. (PARTS & TOOLS)	12,260.96	12,260.96	40,000.00	27,739.04	30.7
51-85-602	GASOLINE/DIESEL/OIL	7,848.73	7,848.73	110,000.00	102,151.27	7.1
51-85-621	ELECTRICITY	.00	.00	8,300.00	8,300.00	.0
51-85-622	TELEPHONE	.00	.00	400.00	400.00	.0
51-85-623	HEATING FUEL	.00	.00	10,200.00	10,200.00	.0
51-85-626	WATER/SEWER/GARBAGE	.00	.00	9,000.00	9,000.00	.0
51-85-627	CELL PHONE	.00	.00	840.00	840.00	.0
51-85-661	VEHICLE MAINT/REPAIR	18,245.30	18,245.30	310,326.00	292,080.70	5.9
51-85-662	PROPERTY MAINT	4,980.72	4,980.72	44,920.00	39,939.28	11.1
51-85-669	OTHER PURCHASED SERVICES	100.56	100.56	7,000.00	6,899.44	1.4
51-85-683	MINOR EQUIPMENT	.00	.00	3,100.00	3,100.00	.0
51-85-692	NEW SEWER TRUCKS	.00	.00	300,000.00	300,000.00	.0
51-85-693	FLEET MGMT. SOFTWARE/TABLETS/	.00	.00	25,000.00	25,000.00	.0
51-85-721	INSURANCE	.00	.00	71,834.00	71,834.00	.0
51-85-799	MISCELLANEOUS	.00	.00	1,200.00	1,200.00	.0
51-85-996	ADMIN OVERHEAD-IT SVCS	636.95	636.95	13,970.00	13,333.05	4.6
51-85-998	ADMINISTRATIVE OVERHEAD-GF	14,133.74	14,133.74	199,304.00	185,170.26	7.1
TOTAL HAULED SEWER		128,760.63	128,760.63	2,375,519.00	2,246,758.37	5.4
<u>PIPED SEWER</u>						
51-86-501	SALARIES	11,900.72	11,900.72	228,008.00	216,107.28	5.2
51-86-502	OVERTIME	3,826.23	3,826.23	.00	(3,826.23)	.0
51-86-508	LEAVE CASHOUT	.00	.00	8,335.00	8,335.00	.0
51-86-511	MEDICARE	234.00	234.00	3,306.00	3,072.00	7.1
51-86-512	EMPLOYEE GROUP BENEFITS	3,879.07	3,879.07	58,484.00	54,604.93	6.6
51-86-515	UNEMPLOYMENT	.00	.00	1,634.00	1,634.00	.0
51-86-516	WORKERS' COMPENSATION	.00	.00	6,454.00	6,454.00	.0
51-86-518	PERS	3,459.91	3,459.91	50,162.00	46,702.09	6.9
51-86-519	UTILITY BENEFITS	522.01	522.01	10,488.00	9,965.99	5.0
51-86-545	TRAINING/TRAVEL	.00	.00	3,000.00	3,000.00	.0
51-86-561	SUPPLIES	1,236.96	1,236.96	6,000.00	4,763.04	20.6
51-86-563	WEARING APPAREL	.00	.00	3,000.00	3,000.00	.0
51-86-592	PLUMBING SUPPLIES	.00	.00	10,000.00	10,000.00	.0
51-86-600	TIRES & WHEELS	500.00	500.00	500.00	.00	100.0
51-86-601	VEHICLE MT. (PARTS & TOOLS)	138.15	138.15	1,500.00	1,361.85	9.2
51-86-602	GASOLINE/DIESEL/OIL	683.37	683.37	15,000.00	14,316.63	4.6
51-86-621	ELECTRICITY-LIFTST & BLDG	.00	.00	100,000.00	100,000.00	.0
51-86-622	TELEPHONE	.00	.00	500.00	500.00	.0

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-86-623 HEATING FUEL	.00	.00	29,750.00	29,750.00	.0
51-86-626 WATER/SEWER/GARB	43.70	43.70	600.00	556.30	7.3
51-86-661 VEHICLE MAINT/REPAIR	176.57	176.57	3,000.00	2,823.43	5.9
51-86-669 OTHER PURCHASED SERVICES	4,139.06	4,139.06	20,000.00	15,860.94	20.7
51-86-683 MINOR EQUIPMENT	533.28	533.28	125,000.00	124,466.72	.4
51-86-721 INSURANCE	.00	.00	6,725.00	6,725.00	.0
51-86-736 LEASED PROPERTY-LIFT STATIONS	.00	.00	15,000.00	15,000.00	.0
51-86-996 ADMIN OVERHEAD-IT SVCS	695.05	695.05	15,245.00	14,549.95	4.6
51-86-998 ADMINISTRATIVE OVERHEAD-GF	4,642.70	4,642.70	57,233.00	52,590.30	8.1
TOTAL PIPED SEWER	36,610.78	36,610.78	778,924.00	742,313.22	4.7

SEWER LAGOON

51-87-501 SALARIES	3,712.75	3,712.75	79,869.00	76,156.25	4.7
51-87-502 OVERTIME	908.88	908.88	.00 (	908.88)	.0
51-87-508 LEAVE CASHOUT	.00	.00	2,211.00	2,211.00	.0
51-87-511 MEDICARE	68.70	68.70	1,158.00	1,089.30	5.9
51-87-512 EMPLOYEE GROUP BENEFITS	1,221.30	1,221.30	22,885.00	21,663.70	5.3
51-87-515 UNEMPLOYMENT	.00	.00	710.00	710.00	.0
51-87-516 WORKERS' COMPENSATION	.00	.00	2,261.00	2,261.00	.0
51-87-518 PERS	1,016.76	1,016.76	17,571.00	16,554.24	5.8
51-87-519 UTILITY BENEFIT	123.46	123.46	4,104.00	3,980.54	3.0
51-87-545 TRAINING/TRAVEL	.00	.00	3,000.00	3,000.00	.0
51-87-561 SUPPLIES	41.96	41.96	1,500.00	1,458.04	2.8
51-87-563 WEARING APPAREL	.00	.00	2,000.00	2,000.00	.0
51-87-592 PLUMBING SUPPLIES	.00	.00	1,000.00	1,000.00	.0
51-87-602 GASOLINE	1,839.81	1,839.81	20,000.00	18,160.19	9.2
51-87-650 LAB TESTS (SAMPLES)	2,286.00	2,286.00	12,000.00	9,714.00	19.1
51-87-665 CITY SAFETY	1,637.61	1,637.61	.00 (	1,637.61)	.0
51-87-669 OTHER PURCHASED SERVICES	.00	.00	1,000.00	1,000.00	.0
51-87-683 MINOR EQUIPMENT	.00	.00	2,500.00	2,500.00	.0
51-87-714 INTEREST-SEWER LAGOON BND	.00	.00	500.00	500.00	.0
51-87-721 INSURANCE	.00	.00	454.00	454.00	.0
51-87-724 DUES & SUBSCRIPTIONS	.00	.00	7,920.00	7,920.00	.0
51-87-727 ADVERTISING	.00	.00	500.00	500.00	.0
51-87-998 ADMINISTRATIVE OVERHEAD-GF	1,763.75	1,763.75	22,653.00	20,889.25	7.8
TOTAL SEWER LAGOON	14,620.98	14,620.98	205,796.00	191,175.02	7.1

TOTAL FUND EXPENDITURES	414,628.09	414,628.09	8,231,618.00	7,816,989.91	5.0
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NET REVENUE OVER EXPENDITURES	191,828.52	191,828.52	(179,859.00)	(371,687.52)	106.7
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City of Bethel, Alaska

City Clerk's Office- CITY MANAGER'S REPORT

City of Bethel Emergency Operations Center

On August 28th I sent emails out to Bethel Family Clinic, Public Health Nursing and YKHC to see what if any, support they may need from the City.

The Emergency Operations Team met Monday August 31st.

The group determined their priorities to be:

Taxicab Voucher Program.

Airport Incentive Program

Grant Programs to support Bethel businesses and individual.

Quarantine options for close contacts (we will discuss quarantine payment for COVID-19 positive patients at our next meet at the request of YKHC, see below)

Testing opportunities for homeless population.

Ensure our budgeting and financial management is defensible.

Ensure our supplies are document and managed appropriately.

After a review of the available hotel rooms and the amount of resources the City has to respond to COVID-19, the EOC decided to support the decision of former City Manager Corazza and discontinue the Transit Layover program and focus on the quarantining of individuals identified as close contacts.

It was determined from this meeting, in conjunction with the EOC Director's outreach to the State's EOC, that the operations of the EOC will be scaled down unless there is a trigger requiring the group to stand up. Triggers were identified as 1. A request for significant support from outside agency 2. Patient load too large to manage for City and/or YKHC. The EOC staff will focus on continued operations and evaluation of need on a regular basis and will work to hire additional administrative staff to help support COVID-19 response on a part-time temporary basis.

Emergency Operations Director and I met with YKHC, at their request and in response to the email sent August 28, on August 31st to discuss ways the City can provide support to YKHC. Summary of the actions of that meeting:

YKHC asked for:

Meal distribution to COVID-19 positive patients.

City's payment of all quarantine individuals (positive and close contacts).

Increased presence at airport for incentive distribution for testing.

City of Bethel asked for:

Meal preparation for COVID-19 positive and close contact individuals quarantining in Bethel hotels.

Coordination to help with testing the homeless population in the community.

The group agreed to coordinate responses for large quarantine space as may be needed.

I began working with hotels to establish direct billing options for COVID-19 patients to work directly with the hotels to make arrangements for their stay. This will reduce the amount of resources needed for the City to support this response to COVID-19. My hope is to additionally enter into a partnerships with YKHC, for the City to contract the delivery of meals prepared by YKHC, to quarantine patients and eliminate the need of our staff performing the retrieving and delivery of boxed meals to the quarantined individuals.

COVID-19

I reached out to ONC Director, Mark Springer, to initiate a conversation on the possibility of ONC providing support to their tribal members who may have delinquencies in their utility accounts. The City Attorney has completed a confidentiality agreement for each party to ensure absolute protection of the dissemination of information.

I am working with a number of Bethel Business Grant applicants who either had their applications for the grants denied or on hold because of an additional need for information. Our Finance department is working through these requests as quickly as they can to help clean the accounts however, this is taking some time. Following the adoption of the Emergency Ordinance, it will be my intent to hire one, possibly two, part time temporary employees to help organize and manage the COVID-19 response of the City to include support to the granting programs, the assistance with outreach to those individuals with delinquencies, tracking of supplies and distribution of supplies and incentives. These additional staff support may also be useful in the case there is an outbreak in our finance department to provide back up support if necessary.

Mandates- We have reached out to KYUK to arrange advertising on the two mandates issued by the Council on August 31st. We are preparing printed material for the taxicab industry to provide notice to their potential customers of the testing mandates as well as flyers for community posting. We provided notice of these mandates on September 1st, to community partners and the transportation industry and will be reaching out to the business community before the end of this week. On September 1st, we updated the City's webpage and will provide notice to the State and AML by the end of the week. I have asked our first responders to reach out to other agencies in the State that have similar enforcement issues to identify our approach to managing complaints on these mandates.

While my time is running out, I am hopeful to be able to report the year to date actuals on the CARES Act Funding by September 8th, which is the City's deadline for reporting. Finance with the team from Carmen Jackson have been working hard to transfer the account information into our Caselle system setting up the funds to mirror the setup of our other grant programs.

Finance Department Stabilization

The Finance Department is well on their way to being an incredibly strong department for the City. We have focused and dedicated personnel in that department eager to learn the operations. A plan proposed through the Budget Ordinance provide for additional support to the Department to allow for a rotating schedule for onsite support from Carmen Jackson, CPA and her staff Member Cheryl Bartlett. Both individuals have been working with the City in a contract capacity for over five years and know our operations. The onsite support is necessary as I have learned, much of the time of the Acting Finance Director is spent responding to verbal and email communications within the department by staff and the public to include significant staff management. These two contractors will manage as much of the departments operations as possible to allow the Grant Manager to move back to grants at least 50% of the time and to eliminate the staff oversight by the Grant Manager. That task will be managed between the contractor and myself and when appropriate the HR Director and/or the Accounting Specialist 2.

Staff management will be further offset by the creation of the Accounting Specialist 2 position. There is work related to the operations of the Finance Department that are not being completed such as Lease and Contract Management, and other duties such as claims against the City and Purchasing which are currently being performed by staff outside of the Finance Department. This position would act as lead to the other accounting specialist positions and provide position advancement within the City.

Increased use of contractor resources to improve efficiencies in the organization was a big goal as I entered this roll. I have met with Express Bill Pay and will be initiating an option for customers to pay their utility bill over the phone with a voice recognition system or through an Express Bill Pay operator. This will reduce the number of calls to our utility office which are said to be extreme. This will also provide an added alternative to our customers in the case we have a department shutdown related to COVID-19. This is an option already provided in our current agreement with Express Bill Pay, the only additional charge would be .95 per call made to the system.

The second item that will be implemented is the timekeeping module that is connected to the City's accounting system. At current, the employees are filling out paper time sheets that is distributed and reviewed to and by multiple people. This time keeping module will allow an employee to enter their employee id onto a computer (their work computer or a communal computer for appropriate locations) and clock in and out electronically and then tracked electronically. This will require training and user guidance for staff which Caselle will provide but should help reduce errors in the timekeeping of our employees and the data entering and reporting for payroll. This is already part of our Caselle contract. The City will pay the contractor to assist with the setup of personnel in the system to prevent work overload for our staff. We will additionally need to purchase a communal computer or tablet for the PW Shop.

Caselle provide free online training to their customers. I have asked the Acting Finance Director to initiate weekly trainings for the staff for at least an hour until the employees have a clear understanding of the Caselle system and ideally learn new ways to improve efficiencies within the organization.

Ongoing Issues

Grants -I have learned the City is significantly behind in much of our grant reporting. We have an incredibly good Grant Manager, John Sargent, that has been pulled from those duties and has been keeping the Finance Department going in the absence of a finance director. We need to get Mr. Sargent back on grants as soon as possible. Until he is able to position himself in grants at the 100% level, I would like to work with our DOWL our engineering firm to administer our two largest grants as they are currently working as project lead on those grant projects and are familiar with the reporting requirements. Funds to support this request is in the budget modification.

Remote Sellers Sales Tax -This program kicked off-staff is working quickly to become familiar with this new program and process.

City of Bethel Review of Finance Operations

This review was initiated on August 31st. As this is a sensitive issue, I set up interviews with each of the staff members and former members with our contractor. Additionally, I am working very closely with the HR Director and the Acting Finance Director to compile the list of documents the contractors need to facilitate this review.

CITY OF BETHEL
COMBINED CASH INVESTMENT
JULY 31, 2020

COMBINED CASH ACCOUNTS

TOTAL COMBINED CASH	
TOTAL UNALLOCATED CASH	

CASH ALLOCATION RECONCILIATION

10 ALLOCATION TO GENERAL FUND	(752,184.11)
40 ALLOCATION TO YK REG AQUA HLTH & SAFETY CTR	(31,997.07)
41 ALLOCATION TO E-911 SYSTEM/SURCHARGE	9,234.90
50 ALLOCATION TO SOLID WASTE SERVICES	40,565.71
51 ALLOCATION TO WATER & SEWER SERVICES	78,526.58
52 ALLOCATION TO MUNICIPAL DOCK	(55,886.28)
53 ALLOCATION TO LEASED PROPERTIES	(16,341.45)
54 ALLOCATION TO EMPLOYEE GROUP HEALTH BEN.	(6,477.77)
56 ALLOCATION TO BETHEL PUBLIC TRANSIT SYSTEM	(19,978.83)
57 ALLOCATION TO VEHICLES & EQUIP MAINTENANCE	(3,571.85)
TOTAL ALLOCATIONS TO OTHER FUNDS	(758,110.17)
ALLOCATION FROM COMBINED CASH FUND - 01-10100	
ZERO PROOF IF ALLOCATIONS BALANCE	(758,110.17)

CITY OF BETHEL
BALANCE SHEET
JULY 31, 2020

GENERAL FUND

ASSETS

10-10100	CASH IN COMBINED FUND	(752,184.11)	
10-14600	PREPAID INSURANCE	820,600.53	
10-14700	PREPAID WORKERS COMP	198,214.38	
10-19901	SUSPENSE - BULK DIESEL FUEL	2,519.18	
	TOTAL ASSETS		269,149.98

LIABILITIES AND EQUITY

LIABILITIES

10-20100	VOUCHERS PAYABLE	1,053,333.40	
10-20200	PAYABLE - CHILD SUPPORT	108.99	
10-21000	PAYABLE - SOCIAL SECURITY	354.02	
10-21100	ACCRUED PAYROLL	(220,906.67)	
10-21200	PAYABLE - FWT	(3,573.31)	
10-21300	PAYABLE - MEDICARE FICA	(320.60)	
10-21600	PAYABLE - PERS	(82,512.45)	
10-21900	PAYABLE - UNION DUES	(33.20)	
10-22700	PAYABLE - AFLAC	(801.13)	
10-22800	PAYABLE - HEALTH INSURANCE	189,968.66	
10-22900	PAYABLE - OTHER DEDUCTIONS	83.70	
10-27000	INSURANCE CONTINGENCY	150.00	
	TOTAL LIABILITIES		935,851.41

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	(666,701.43)		
BALANCE - CURRENT DATE	(666,701.43)		
TOTAL FUND EQUITY		(666,701.43)	
TOTAL LIABILITIES AND EQUITY			269,149.98

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-40-400 TAX - TRANSIENT LODGING	.00	.00	450,000.00	450,000.00	.0
10-40-401 TAX - SALES	(668.88)	(668.88)	6,000,000.00	6,000,668.88	.0
10-40-402 AK REMOTE SELLER SALES TAX	.00	.00	600,000.00	600,000.00	.0
10-40-403 PENALTIES & INT - SALES TAX	.00	.00	75,000.00	75,000.00	.0
10-40-407 CIGARETTE AND TOBACCO TAX	.00	.00	583,120.00	583,120.00	.0
10-40-408 TAX - ALCOHOL USE TAX	.00	.00	500,000.00	500,000.00	.0
10-40-420 MARIJUANA TAX	.00	.00	600,000.00	600,000.00	.0
10-40-468 TAX - MOTOR VEH REGISTRATION	4,084.80	4,084.80	50,000.00	45,915.20	8.2
TOTAL TAXES	3,415.92	3,415.92	8,858,120.00	8,854,704.08	.0
<u>STATE & FEDERAL REVENUES</u>					
10-42-410 PERS ON BEHALF	.00	.00	125,000.00	125,000.00	.0
10-42-414 COMMUNITY DIVIDEND	.00	.00	75,947.00	75,947.00	.0
10-42-418 PILT PROGRAM - STATE	.00	.00	900,000.00	900,000.00	.0
10-42-429 SOA ELECTRIC CO-OP TAX SHARE	.00	.00	19,800.00	19,800.00	.0
10-42-430 SOA - JURY DUTY REIMB.	.00	.00	1,000.00	1,000.00	.0
TOTAL STATE & FEDERAL REVENUES	.00	.00	1,121,747.00	1,121,747.00	.0
<u>CHARGES FOR SERVICES</u>					
10-43-422 AMBULANCE REVENUE	8,687.43	8,687.43	210,000.00	201,312.57	4.1
10-43-424 POLICE DEPT MISC FEES	.00	.00	9,000.00	9,000.00	.0
10-43-426 AMBULANCE FEES	.00	.00	1,500.00	1,500.00	.0
TOTAL CHARGES FOR SERVICES	8,687.43	8,687.43	220,500.00	211,812.57	3.9
<u>LICENSES, PERMITS & FEES</u>					
10-45-450 GAMING TAX	.00	.00	400,000.00	400,000.00	.0
10-45-451 TAXI PERMITS	18,535.00	18,535.00	155,000.00	136,465.00	12.0
10-45-452 BUSINESS LICENSES	.00	.00	36,500.00	36,500.00	.0
10-45-453 ANIMAL CONTROL LICENSES	.00	.00	2,500.00	2,500.00	.0
10-45-454 PLANNING FEES	.00	.00	500.00	500.00	.0
10-45-455 PLAT/RECORDING FEES	.00	.00	500.00	500.00	.0
10-45-456 SITE REVIEWS	.00	.00	5,000.00	5,000.00	.0
10-45-457 PARKS & REC JULY 4TH FEES	.00	.00	2,000.00	2,000.00	.0
10-45-469 MISC PERMITS/LICENSES/FEE	251.00	251.00	5,000.00	4,749.00	5.0
TOTAL LICENSES, PERMITS & FEES	18,786.00	18,786.00	607,000.00	588,214.00	3.1
<u>OTHER FINANCING SOURCES</u>					
10-46-490 XFERS IN FROM OTHER FUNDS	.00	.00	17,500.00	17,500.00	.0
TOTAL OTHER FINANCING SOURCES	.00	.00	17,500.00	17,500.00	.0

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
10-49-487 INVESTMENT INCOME	.00	.00	450,000.00	450,000.00	.0
10-49-488 POLICE DEPT MISC	4,000.00	4,000.00	3,000.00	(1,000.00)	133.3
10-49-489 100 YRS PUBLICATION	200.00	200.00	.00	(200.00)	.0
10-49-494 GAIN(LOSS) SALE OF F.ASSETS	.00	.00	70,000.00	70,000.00	.0
10-49-495 MISCELLANEOUS REVENUE	70.00	70.00	7,500.00	7,430.00	.9
10-49-500 SOA COURT FINES/FEEs	.00	.00	25,200.00	25,200.00	.0
10-49-501 PC TICKETS	150.00	150.00	1,500.00	1,350.00	10.0
TOTAL MISCELLANEOUS	4,420.00	4,420.00	557,200.00	552,780.00	.8
TOTAL FUND REVENUE	35,309.35	35,309.35	11,382,067.00	11,346,757.65	.3

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-51-501 SALARIES	30,926.36	30,926.36	347,392.00	316,465.64	8.9
10-51-502 OVERTIME	3,314.39	3,314.39	.00	(3,314.39)	.0
10-51-508 LEAVE CASHOUT	13,462.00	13,462.00	5,100.00	(8,362.00)	264.0
10-51-510 SOCIAL SECURITY EXPENSE	10.85	10.85	.00	(10.85)	.0
10-51-511 MEDICARE FICA	705.52	705.52	5,037.00	4,331.48	14.0
10-51-512 EMPLOYEE GROUP BENEFITS	8,442.98	8,442.98	76,284.00	67,841.02	11.1
10-51-515 UNEMPLOYMENT	.00	.00	3,551.00	3,551.00	.0
10-51-516 WORKERS' COMPENSATION	.00	.00	928.00	928.00	.0
10-51-518 PERS	7,494.46	7,494.46	76,426.00	68,931.54	9.8
10-51-519 UTILITY BENEFIT	1,510.75	1,510.75	13,680.00	12,169.25	11.0
10-51-521 HOUSING	.00	.00	20,000.00	20,000.00	.0
10-51-522 RECRUITMENT COSTS	.00	.00	10,000.00	10,000.00	.0
10-51-545 TRAINING/TRAVEL	.00	.00	10,000.00	10,000.00	.0
10-51-561 SUPPLIES	499.94	499.94	6,700.00	6,200.06	7.5
10-51-563 WEARING APPAREL	.00	.00	2,500.00	2,500.00	.0
10-51-601 VEHICLE PARTS	28.09	28.09	.00	(28.09)	.0
10-51-602 GASOLINE / DIESEL / OIL	.00	.00	1,500.00	1,500.00	.0
10-51-621 ELECTRICITY	.00	.00	18,400.00	18,400.00	.0
10-51-622 TELEPHONE	1,457.27	1,457.27	20,000.00	18,542.73	7.3
10-51-623 HEATING FUEL	471.56	471.56	22,440.00	21,968.44	2.1
10-51-626 WATER/SEWER/GARB/	635.69	635.69	12,000.00	11,364.31	5.3
10-51-627 STAFF CELLULAR PHONES	89.71	89.71	840.00	750.29	10.7
10-51-646 DRUG TESTING/BCKGRND CKS	1,335.00	1,335.00	9,500.00	8,165.00	14.1
10-51-649 PROFESSIONAL FEES	.00	.00	20,000.00	20,000.00	.0
10-51-661 VEHICLE MAINT/REPAIR	88.28	88.28	1,894.00	1,805.72	4.7
10-51-663 JANITORIAL	975.00	975.00	11,400.00	10,425.00	8.6
10-51-669 OTHER PURCHASED SERVICES	3,566.34	3,566.34	6,500.00	2,933.66	54.9
10-51-683 MINOR EQUIPMENT	9.99	9.99	2,000.00	1,990.01	.5
10-51-721 INSURANCE	.00	.00	16,630.00	16,630.00	.0
10-51-724 DUES/SUBSCRIPTIONS	.00	.00	1,200.00	1,200.00	.0
10-51-727 ADVERTISING	.00	.00	1,000.00	1,000.00	.0
10-51-732 EQUIPMENT RENTAL	.00	.00	2,000.00	2,000.00	.0
10-51-733 POSTAGE	.00	.00	1,000.00	1,000.00	.0
10-51-790 ALLOWANCE SPECIAL EVENTS	406.45	406.45	7,500.00	7,093.55	5.4
10-51-799 MISCELLANEOUS EXPENSES	.00	.00	1,000.00	1,000.00	.0
10-51-875 INDIRECT COST RECOVERY	(28,960.22)	(28,960.22)	(263,180.00)	(234,219.78)	(11.0)
10-51-996 ADMIN OVERHEAD-IT SVCS	799.68	799.68	17,539.00	16,739.32	4.6
TOTAL ADMINISTRATION	47,270.09	47,270.09	488,761.00	441,490.91	9.7

CITY CLERKS OFFICE

10-52-501 SALARIES	13,194.73	13,194.73	179,282.00	166,087.27	7.4
10-52-511 MEDICARE	191.66	191.66	2,600.00	2,408.34	7.4
10-52-512 EMPLOYEE GROUP BENEFITS	2,157.73	2,157.73	50,856.00	48,698.27	4.2
10-52-515 UNEMPLOYMENT	.00	.00	3,191.00	3,191.00	.0
10-52-516 WORKERS' COMPENSATION	.00	.00	479.00	479.00	.0
10-52-518 P.E.R.S.	2,902.84	2,902.84	39,442.00	36,539.16	7.4
10-52-519 UTILITY BENEFIT	472.66	472.66	9,120.00	8,647.34	5.2
10-52-541 TRAVEL/TRAINING-COUNCIL	.00	.00	21,400.00	21,400.00	.0
10-52-545 TRAINING/TRAVEL-CLERK	.00	.00	8,000.00	8,000.00	.0

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-52-561 SUPPLIES-CLERK	1,756.25	1,756.25	500.00	(1,256.25)	351.3
10-52-562 SUPPLIES-COUNCIL	.00	.00	500.00	500.00	.0
10-52-627 STAFF CELLULAR PHONES	58.59	58.59	720.00	661.41	8.1
10-52-642 LEGAL FEES	.00	.00	5,000.00	5,000.00	.0
10-52-669 OTHER PURCHASE SERVICES	2,050.10	2,050.10	14,000.00	11,949.90	14.6
10-52-682 ELECTION EXPENSES	2,270.25	2,270.25	12,000.00	9,729.75	18.9
10-52-684 DONATIONS & AWARDS	.00	.00	800.00	800.00	.0
10-52-721 INSURANCE	.00	.00	2,682.00	2,682.00	.0
10-52-724 DUES/SUBSCRIPTIONS	.00	.00	7,275.00	7,275.00	.0
10-52-790 ALLOWANCE FOR SPECIAL EVENTS	.00	.00	600.00	600.00	.0
10-52-875 INDRIECT COST RECOVERY	(12,927.25)	(12,927.25)	(133,463.00)	(120,535.75)	(9.7)
10-52-996 ADMIN OVERHEAD-IT SVCS	799.68	799.68	17,539.00	16,739.32	4.6
TOTAL CITY CLERKS OFFICE	12,927.24	12,927.24	242,523.00	229,595.76	5.3

FINANCE

10-53-501 SALARIES	23,661.89	23,661.89	508,155.00	484,493.11	4.7
10-53-502 OVERTIME	358.11	358.11	.00	(358.11)	.0
10-53-508 LEAVE CASHOUT	1,034.86	1,034.86	13,166.00	12,131.14	7.9
10-53-510 SOCIAL SECURITY EXPENSE	180.51	180.51	.00	(180.51)	.0
10-53-511 MEDICARE FICA	373.53	373.53	7,368.00	6,994.47	5.1
10-53-512 EMPLOYEE GROUP BENEFITS	10,076.88	10,076.88	155,195.00	145,118.12	6.5
10-53-515 UNEMPLOYMENT	.00	.00	4,500.00	4,500.00	.0
10-53-516 WORKERS' COMPENSATION	.00	.00	1,500.00	1,500.00	.0
10-53-518 PERS	4,643.86	4,643.86	111,794.00	107,150.14	4.2
10-53-519 UTILITY BENEFIT	961.97	961.97	33,060.00	32,098.03	2.9
10-53-545 TRAINING/TRAVEL	.00	.00	14,000.00	14,000.00	.0
10-53-561 SUPPLIES	.00	.00	10,000.00	10,000.00	.0
10-53-602 GASOLINE	97.36	97.36	500.00	402.64	19.5
10-53-622 TELEPHONE	10.92	10.92	500.00	489.08	2.2
10-53-641 AUDITING EXPENSE	22,539.74	22,539.74	85,000.00	62,460.26	26.5
10-53-648 ADMIN-OUTSOURCED SERVICES	3,228.00	3,228.00	78,000.00	74,772.00	4.1
10-53-649 OTHER PROFESSIONAL SVS	5,625.00	5,625.00	3,000.00	(2,625.00)	187.5
10-53-661 VEHICLE MAINT/REPAIRS	88.28	88.28	1,894.00	1,805.72	4.7
10-53-668 HARDWARE/SOFTWARE SUP/669	11,842.00	11,842.00	29,000.00	17,158.00	40.8
10-53-669 OTHER PURCHASED SERVICES	7,363.00	7,363.00	7,500.00	137.00	98.2
10-53-683 MINOR EQUIPMENT	2,101.43	2,101.43	5,000.00	2,898.57	42.0
10-53-693 KIOSK+ANNUAL FEES&NEWCOPIER	.00	.00	45,000.00	45,000.00	.0
10-53-721 INSURANCE	.00	.00	5,926.00	5,926.00	.0
10-53-724 DUES/SUBSCRIPTIONS	.00	.00	750.00	750.00	.0
10-53-727 ADVERTISING	.00	.00	500.00	500.00	.0
10-53-733 POSTAGE	.00	.00	750.00	750.00	.0
10-53-735 FINANCE CHARGES/PENALTIES	(113.20)	(113.20)	.00	113.20	.0
10-53-736 BANK CHARGES	3,143.34	3,143.34	45,000.00	41,856.66	7.0
10-53-799 MISCELLANEOUS EXPENSES	45.00	45.00	1,000.00	955.00	4.5
10-53-875 INDIRECT COST RECOVERY	(33,725.74)	(33,725.74)	(566,327.00)	(532,601.26)	(6.0)
10-53-996 ADMIN OVERHEAD-IT SVCS	1,057.72	1,057.72	23,198.00	22,140.28	4.6
TOTAL FINANCE	64,594.46	64,594.46	624,929.00	560,334.54	10.3

PLANNING

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-54-501 SALARIES	11,941.73	11,941.73	153,891.00	141,949.27	7.8
10-54-502 OVERTIME	14.00	14.00	.00	(14.00)	.0
10-54-508 LEAVE CASHOUT	.00	.00	7,630.00	7,630.00	.0
10-54-511 MEDICARE FICA	174.82	174.82	2,231.00	2,056.18	7.8
10-54-512 EMPLOYEE GROUP BENEFITS	2,433.84	2,433.84	50,856.00	48,422.16	4.8
10-54-515 UNEMPLOYMENT	.00	.00	1,500.00	1,500.00	.0
10-54-516 WORKERS' COMPENSATION	.00	.00	411.00	411.00	.0
10-54-518 PERS	2,630.27	2,630.27	33,856.00	31,225.73	7.8
10-54-519 UTILITY BENEFIT	151.09	151.09	9,120.00	8,968.91	1.7
10-54-545 TRAINING/TRAVEL	.00	.00	7,300.00	7,300.00	.0
10-54-561 SUPPLIES	(401.77)	(401.77)	5,600.00	6,001.77	(7.2)
10-54-563 WEARING APPAREL	.00	.00	300.00	300.00	.0
10-54-601 VEHICLE PARTS	.00	.00	1,000.00	1,000.00	.0
10-54-602 GASOLINE	129.27	129.27	1,800.00	1,670.73	7.2
10-54-621 ELECTRICITY	.00	.00	1,440.00	1,440.00	.0
10-54-622 TELEPHONE	5.46	5.46	200.00	194.54	2.7
10-54-623 HEATING FUEL	.00	.00	2,040.00	2,040.00	.0
10-54-626 WATER/SEWER/GARBAGE	.00	.00	1,400.00	1,400.00	.0
10-54-627 STAFF CELLULAR PHONES	25.29	25.29	840.00	814.71	3.0
10-54-642 LEGAL FEES	.00	.00	5,000.00	5,000.00	.0
10-54-648 CODE ENFORCEMENT ACTIVITIES	.00	.00	3,500.00	3,500.00	.0
10-54-649 OTHER PROFESSIONAL FEES	31,942.86	31,942.86	97,340.00	65,397.14	32.8
10-54-661 VEHICLE MAINT/REPAIRS	88.28	88.28	1,894.00	1,805.72	4.7
10-54-668 HARDWARE/SOFTWARE SUPPORT	.00	.00	2,500.00	2,500.00	.0
10-54-669 PROFESSIONAL SERVICES	.00	.00	4,000.00	4,000.00	.0
10-54-683 MINOR EQUIPMENT	.00	.00	5,500.00	5,500.00	.0
10-54-721 INSURANCE	.00	.00	3,157.00	3,157.00	.0
10-54-724 DUES & SUBSCRIPTION	.00	.00	500.00	500.00	.0
10-54-727 ADVERTISING	.00	.00	2,000.00	2,000.00	.0
10-54-799 MISCELLANEOUS EXPENSES	.00	.00	1,000.00	1,000.00	.0
10-54-996 ADMIN OVERHEAD-IT SVCS	799.68	799.68	17,539.00	16,739.32	4.6
TOTAL PLANNING	49,934.82	49,934.82	425,345.00	375,410.18	11.7

TECHNOLOGY DEPARTMENTS

10-55-501 SALARIES	6,752.83	6,752.83	94,164.00	87,411.17	7.2
10-55-511 MEDICARE FICA	95.70	95.70	1,676.00	1,580.30	5.7
10-55-512 EMPLOYEE GROUP BENEFITS	1,216.92	1,216.92	25,428.00	24,211.08	4.8
10-55-515 UNEMPLOYMENT	.00	.00	710.00	710.00	.0
10-55-516 WORKERS' COMPENSATION	.00	.00	244.00	244.00	.0
10-55-518 PERS	1,485.62	1,485.62	20,616.00	19,130.38	7.2
10-55-519 UTILITY BENEFIT	472.66	472.66	4,560.00	4,087.34	10.4
10-55-545 TRAINING/TRAVEL	.00	.00	5,000.00	5,000.00	.0
10-55-561 SUPPLIES	19.99	19.99	5,000.00	4,980.01	.4
10-55-602 GASOLINE	60.27	60.27	1,440.00	1,379.73	4.2
10-55-627 STAFF CELLULAR PHONES	25.30	25.30	2,000.00	1,974.70	1.3
10-55-649 OTHER PROFESSIONAL SERVICES	1,002.61	1,002.61	125,000.00	123,997.39	.8
10-55-661 VEHICLE MAINT/REPAIRS	88.28	88.28	1,894.00	1,805.72	4.7
10-55-667 CONNECTIVITY SERVICES	21,585.09	21,585.09	295,000.00	273,414.91	7.3
10-55-668 SOFTWARE/SUPPORT	1,653.62	1,653.62	60,000.00	58,346.38	2.8
10-55-669 ADMIN OVERHEAD-IT SVCS	.00	.00	10,000.00	10,000.00	.0
10-55-683 MINOR EQUIPMENT	432.48	432.48	20,000.00	19,567.52	2.2
10-55-691 CAPITAL-SERVER	.00	.00	100,000.00	100,000.00	.0

CITY OF BETHEL
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FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-55-692 ALLWORX PHONE SYSTEM UPGRADE	.00	.00	50,000.00	50,000.00	.0
10-55-693 OFFICE 365 W/MIGRATION OF G-SU	.00	.00	38,000.00	38,000.00	.0
10-55-694 SERVER ROOM AIR CONDITIONER RE	.00	.00	10,000.00	10,000.00	.0
10-55-721 INSURANCE	.00	.00	2,452.00	2,452.00	.0
10-55-732 EQUIPMENT RENTAL	.00	.00	45,000.00	45,000.00	.0
10-55-799 MISCELLANEOUS EXPENSES	.00	.00	1,000.00	1,000.00	.0
10-55-875 INDIRECT COST RECOVERY	(23,246.49)	(23,246.49)	(509,850.00)	(486,603.51)	(4.6)
10-55-996 ADMIN OVERHEAD-IT SVCS	3,033.67	3,033.67	67,180.00	64,146.33	4.5
TOTAL TECHNOLOGY DEPARTMENTS	14,678.55	14,678.55	476,514.00	461,835.45	3.1

CITY ATTORNEY'S OFFICE

10-56-501 SALARIES	10,538.46	10,538.46	137,500.00	126,961.54	7.7
10-56-511 MEDICARE	152.08	152.08	1,994.00	1,841.92	7.6
10-56-512 EMPLOYEE GROUP BENEFITS	2,109.49	2,109.49	25,428.00	23,318.51	8.3
10-56-515 UNEMPLOYMENT	.00	.00	800.00	800.00	.0
10-56-516 WORKERS' COMPENSATION	.00	.00	367.00	367.00	.0
10-56-518 PERS	2,318.46	2,318.46	30,250.00	27,931.54	7.7
10-56-545 TRANING/TRAVEL	.00	.00	12,000.00	12,000.00	.0
10-56-561 SUPPLIES	.00	.00	3,000.00	3,000.00	.0
10-56-627 STAFF CELLULAR PHONES	25.29	25.29	840.00	814.71	3.0
10-56-642 LEGAL FEES	.00	.00	25,000.00	25,000.00	.0
10-56-669 OTHER PURCHASED SERVICES	798.03	798.03	8,000.00	7,201.97	10.0
10-56-721 INSURANCE	.00	.00	1,968.00	1,968.00	.0
10-56-724 DUES AND SUBSCRIPTIONS	.00	.00	1,500.00	1,500.00	.0
10-56-727 ADVERTISING	.00	.00	2,500.00	2,500.00	.0
10-56-732 RENTS AND LEASES	782.55	782.55	9,400.00	8,617.45	8.3
10-56-799 MISCELLANEOUS EXPENSE	.00	.00	1,200.00	1,200.00	.0
10-56-875 INDIRECT COST RECOVERY	(3,478.76)	(3,478.76)	(67,100.00)	(63,621.24)	(5.2)
10-56-996 ADMIN OVERHEAD-IT SVCS	669.50	669.50	14,684.00	14,014.50	4.6
TOTAL CITY ATTORNEY'S OFFICE	13,915.10	13,915.10	209,331.00	195,415.90	6.7

FIRE DEPARTMENT

10-60-501 SALARIES	41,536.19	41,536.19	553,034.00	511,497.81	7.5
10-60-502 FLSA OVERTIME	6,924.42	6,924.42	50,225.00	43,300.58	13.8
10-60-506 CALL BACK OVERTIME	4,244.53	4,244.53	45,100.00	40,855.47	9.4
10-60-508 LEAVE CASHOUT	.00	.00	20,905.00	20,905.00	.0
10-60-510 SOCIAL SECURITY EXPENSE	.00	.00	694.00	694.00	.0
10-60-511 MEDICARE FICA	785.68	785.68	9,815.00	9,029.32	8.0
10-60-512 EMPLOYEE GROUP BENEFITS	16,511.50	16,511.50	203,424.00	186,912.50	8.1
10-60-515 UNEMPLOYMENT	.00	.00	6,232.00	6,232.00	.0
10-60-516 WORKERS' COMPENSATION	.00	.00	26,083.00	26,083.00	.0
10-60-518 PERS	11,595.13	11,595.13	148,918.00	137,322.87	7.8
10-60-519 UTILITY BENEFIT	1,854.84	1,854.84	36,480.00	34,625.16	5.1
10-60-545 TRAINING/TRAVEL	777.00	777.00	19,200.00	18,423.00	4.1
10-60-561 SUPPLIES	2,339.82	2,339.82	25,200.00	22,860.18	9.3
10-60-563 WEARING APPAREL	.00	.00	15,700.00	15,700.00	.0
10-60-567 FIRE PREVENTION PROGRAM	.00	.00	5,200.00	5,200.00	.0
10-60-600 VEHICLE MT. (PARTS & TOOLS)	.00	.00	3,200.00	3,200.00	.0
10-60-601 VEHICLE MT. (PARTS & TOOLS)	699.28	699.28	21,250.00	20,550.72	3.3

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-60-602 GASOLINE/DIESEL/OIL	1,549.60	1,549.60	14,400.00	12,850.40	10.8
10-60-621 ELECTRICITY	.00	.00	18,720.00	18,720.00	.0
10-60-622 TELEPHONE	104.21	104.21	2,600.00	2,495.79	4.0
10-60-623 HEATING FUEL	761.75	761.75	20,400.00	19,638.25	3.7
10-60-626 WATER/SEWER/GARBAGE	460.44	460.44	8,500.00	8,039.56	5.4
10-60-627 STAFF CELLULAR PHONES	101.18	101.18	2,500.00	2,398.82	4.1
10-60-647 COLLECTION/SMALL CLAIMS	.00	.00	31,200.00	31,200.00	.0
10-60-649 VOLUNTEER STIPEND	.00	.00	28,540.00	28,540.00	.0
10-60-660 VEHICLE MAINT SERVICES	.00	.00	6,000.00	6,000.00	.0
10-60-661 VEHICLE MAINT/REPAIRS	588.56	588.56	12,628.00	12,039.44	4.7
10-60-662 PROPERTY MAINT	93.30	93.30	32,000.00	31,906.70	.3
10-60-669 OTHER PURCHASED SERVICES	8,041.99	8,041.99	24,500.00	16,458.01	32.8
10-60-683 MINOR EQUIPMENT	3,261.79	3,261.79	20,300.00	17,038.21	16.1
10-60-696 CAPITAL EXP-LADDER TRUCK LEASE	.00	.00	71,218.00	71,218.00	.0
10-60-697 FORD EXPEDITION COMMAND VEHIC	.00	.00	65,000.00	65,000.00	.0
10-60-721 INSURANCE	.00	.00	89,255.00	89,255.00	.0
10-60-724 DUES/SUBSCRIPTIONS	2,006.51	2,006.51	7,324.00	5,317.49	27.4
10-60-727 ADVERTISING	.00	.00	1,500.00	1,500.00	.0
10-60-799 MISCELLANEOUS EXPENSES	.00	.00	1,500.00	1,500.00	.0
10-60-996 ADMIN OVERHEAD-IT SVCS	799.68	799.68	17,539.00	16,739.32	4.6
TOTAL FIRE DEPARTMENT	105,037.40	105,037.40	1,666,284.00	1,561,246.60	6.3

POLICE

10-61-501 SALARIES	105,602.80	105,602.80	1,767,439.00	1,661,836.20	6.0
10-61-502 OVERTIME	14,733.14	14,733.14	200,000.00	185,266.86	7.4
10-61-508 LEAVE CASHOUT	1,533.95	1,533.95	79,485.00	77,951.05	1.9
10-61-511 MEDICARE	1,803.42	1,803.42	28,528.00	26,724.58	6.3
10-61-512 GROUP HEALTH INSURANCE	38,533.09	38,533.09	584,844.00	546,310.91	6.6
10-61-515 UNEMPLOYMENT	.00	.00	19,674.00	19,674.00	.0
10-61-516 WORKERS' COMPENSATION	.00	.00	60,562.00	60,562.00	.0
10-61-518 PERS	26,473.93	26,473.93	432,837.00	406,363.07	6.1
10-61-519 UTILITY BENEFIT	3,425.26	3,425.26	104,880.00	101,454.74	3.3
10-61-520 RELOCATION COSTS	.00	.00	15,000.00	15,000.00	.0
10-61-545 TRAINING/TRAVEL	.00	.00	43,000.00	43,000.00	.0
10-61-561 SUPPLIES	113.15	113.15	27,500.00	27,386.85	.4
10-61-563 EMPLOYEE WEARING APPAREL	.00	.00	21,250.00	21,250.00	.0
10-61-601 VEHICLE MT. (PARTS & TOOLS)	900.61	900.61	6,000.00	5,099.39	15.0
10-61-602 GASOLINE/DIESEL/OIL	3,344.63	3,344.63	36,000.00	32,655.37	9.3
10-61-621 ELECTRICITY	.00	.00	40,800.00	40,800.00	.0
10-61-622 TELEPHONE	1,312.06	1,312.06	20,500.00	19,187.94	6.4
10-61-623 HEATING FUEL	1,205.87	1,205.87	25,500.00	24,294.13	4.7
10-61-626 WATER/SEWER/GARBAGE	621.82	621.82	10,000.00	9,378.18	6.2
10-61-627 STAFF CELLULAR PHONES	608.57	608.57	17,000.00	16,391.43	3.6
10-61-660 VEHICLE MAINT SERVICES	1,774.45	1,774.45	8,500.00	6,725.55	20.9
10-61-661 VEHICLE MAINT/REPAIR	1,177.12	1,177.12	25,256.00	24,078.88	4.7
10-61-668 SART EXAMS	.00	.00	10,000.00	10,000.00	.0
10-61-669 OTHER PURCHASED SERVICES	3,402.34	3,402.34	25,800.00	22,397.66	13.2
10-61-683 MINOR EQUIPMENT	416.00	416.00	30,000.00	29,584.00	1.4
10-61-691 VEHICLES	.00	.00	56,500.00	56,500.00	.0
10-61-721 INSURANCE	.00	.00	207,566.00	207,566.00	.0
10-61-722 INSURANCE-DED EXP & OTHER	.00	.00	15,000.00	15,000.00	.0
10-61-724 DUES/SUBSCRIPTIONS	.00	.00	1,000.00	1,000.00	.0

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-61-996 ADMIN OVERHEAD-IT SVCS	2,859.32	2,859.32	62,712.00	59,852.68	4.6
TOTAL POLICE	209,841.53	209,841.53	3,983,133.00	3,773,291.47	5.3

PUBLIC WORKS-ADMIN

10-65-501 SALARIES	2,447.42	2,447.42	25,925.00	23,477.58	9.4
10-65-502 OVERTIME	49.49	49.49	.00	(49.49)	.0
10-65-508 LEAVE CASHOUT	.00	.00	354.00	354.00	.0
10-65-511 MEDICARE FICA	36.68	36.68	419.00	382.32	8.8
10-65-512 EMPLOYEE GROUP BENEFITS	895.82	895.82	7,628.00	6,732.18	11.7
10-65-515 UNEMPLOYMENT	.00	.00	218.00	218.00	.0
10-65-516 WORKERS' COMPENSATION	.00	.00	69.00	69.00	.0
10-65-518 PERS	549.33	549.33	5,704.00	5,154.67	9.6
10-65-519 UTILITY BENEFIT	50.85	50.85	2,736.00	2,685.15	1.9
10-65-545 TRAINING/TRAVEL	.00	.00	8,000.00	8,000.00	.0
10-65-561 SUPPLIES	786.86	786.86	3,000.00	2,213.14	26.2
10-65-600 TIRES	.00	.00	3,000.00	3,000.00	.0
10-65-602 GASOLINE/DIESEL/OIL	.00	.00	4,200.00	4,200.00	.0
10-65-621 ELECTRICITY	.00	.00	5,900.00	5,900.00	.0
10-65-622 TELEPHONE	5.46	5.46	150.00	144.54	3.6
10-65-623 HEATING FUEL	294.11	294.11	8,160.00	7,865.89	3.6
10-65-626 WATER/SEWER/GARBAGE	2,015.14	2,015.14	1,302.00	(713.14)	154.8
10-65-627 STAFF CELLULAR PHONES	83.29	83.29	2,347.00	2,263.71	3.6
10-65-661 VEHICLE MAINT/REPAIRS	176.57	176.57	3,788.00	3,611.43	4.7
10-65-669 OTHER PURCHASED SERVICES	.00	.00	1,000.00	1,000.00	.0
10-65-699 CITY SHOP FLOOR REPAIR	.00	.00	133,000.00	133,000.00	.0
10-65-721 INSURANCE	.00	.00	2,533.00	2,533.00	.0
10-65-724 DUES/SUBSCRIPTIONS	12.99	12.99	500.00	487.01	2.6
10-65-799 MISCELLANEOUS EXPENSES	3,834.14	3,834.14	2,500.00	(1,334.14)	153.4
10-65-996 ADMIN OVERHEAD-IT SVCS	734.59	734.59	16,111.00	15,376.41	4.6
TOTAL PUBLIC WORKS-ADMIN	11,972.74	11,972.74	238,544.00	226,571.26	5.0

PW-STREETS & ROADS

10-66-501 SALARIES	28,831.88	28,831.88	423,231.00	394,399.12	6.8
10-66-502 OVERTIME	420.56	420.56	.00	(420.56)	.0
10-66-508 LEAVE CASHOUT	6,906.16	6,906.16	19,645.00	12,738.84	35.2
10-66-511 MEDICARE FICA	531.87	531.87	6,137.00	5,605.13	8.7
10-66-512 EMPLOYEE GROUP BENEFITS	11,330.35	11,330.35	136,040.00	124,709.65	8.3
10-66-515 UNEMPLOYMENT	.00	.00	3,764.00	3,764.00	.0
10-66-516 WORKERS' COMPENSATION	.00	.00	16,421.00	16,421.00	.0
10-66-518 PERS	6,435.53	6,435.53	93,111.00	86,675.47	6.9
10-66-519 UTILITY BENEFIT	1,230.95	1,230.95	24,396.00	23,165.05	5.1
10-66-545 TRAINING/TRAVEL	1,575.82	1,575.82	.00	(1,575.82)	.0
10-66-561 SUPPLIES	128.08	128.08	4,500.00	4,371.92	2.9
10-66-562 SIGNS	.00	.00	4,500.00	4,500.00	.0
10-66-563 WEARING APPAREL	.00	.00	2,500.00	2,500.00	.0
10-66-567 CALCIUM CHLORIDE	.00	.00	50,000.00	50,000.00	.0
10-66-576 SALT	.00	.00	50,000.00	50,000.00	.0
10-66-577 ASPHALT PRODUCTS/SUPPLIES	.00	.00	3,500.00	3,500.00	.0
10-66-578 STREET MAINT GRAVEL	.00	.00	18,000.00	18,000.00	.0

CITY OF BETHEL
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-66-600 TIRES & WHEELS	4,872.00	4,872.00	18,000.00	13,128.00	27.1
10-66-601 VEHICLE MT. (PARTS & TOOLS)	8,952.09	8,952.09	50,000.00	41,047.91	17.9
10-66-602 GASOLINE/DIESEL/OIL	8,179.58	8,179.58	72,000.00	63,820.42	11.4
10-66-620 ELECTRICITY (STREET LTS)	.00	.00	60,000.00	60,000.00	.0
10-66-621 ELECTRICITY	.00	.00	14,832.00	14,832.00	.0
10-66-622 TELEPHONE	2.73	2.73	500.00	497.27	.6
10-66-623 HEATING FUEL	.00	.00	8,500.00	8,500.00	.0
10-66-626 WATER/SEWER/GARBAGE	.00	.00	3,579.00	3,579.00	.0
10-66-627 STAFF CELLULAR PHONES	50.59	50.59	1,680.00	1,629.41	3.0
10-66-647 STREET LIGHT MT & POLE RENTAL	.00	.00	19,000.00	19,000.00	.0
10-66-661 VEHICLE MAINT/REPAIR	8,828.37	8,828.37	189,422.00	180,593.63	4.7
10-66-669 OTHER PURCHASED SERVICES	3,036.80	3,036.80	10,000.00	6,963.20	30.4
10-66-683 MINOR EQUIPMENT	.00	.00	7,000.00	7,000.00	.0
10-66-690 CAPITAL PROJECT EXPENDITURES	.00	.00	450,000.00	450,000.00	.0
10-66-692 CAP EXP-CULVERTS 6' FY01	.00	.00	122,143.80	122,143.80	.0
10-66-697 EQUIPMENT-COMPACTOR FY00	.00	.00	40,000.00	40,000.00	.0
10-66-721 INSURANCE	.00	.00	35,004.00	35,004.00	.0
10-66-727 ADVERTISING	.00	.00	200.00	200.00	.0
10-66-771 GRAVEL (WAS #578)	.00	.00	729,200.00	729,200.00	.0
10-66-772 CULVERTS 18"	.00	.00	22,000.00	22,000.00	.0
10-66-996 ADMIN OVERHEAD-IT SVCS	669.50	669.50	14,684.00	14,014.50	4.6
TOTAL PW-STREETS & ROADS	91,982.86	91,982.86	2,723,489.80	2,631,506.94	3.4

PROPERTY MAINTENANCE

10-70-501 SALARIES	28,145.59	28,145.59	357,062.00	328,916.41	7.9
10-70-502 OVERTIME	4,529.11	4,529.11	.00	(4,529.11)	.0
10-70-508 LEAVE CASHOUT	.00	.00	15,752.00	15,752.00	.0
10-70-510 SOCIAL SECURITY EXPENSE	345.09	345.09	1,746.00	1,400.91	19.8
10-70-511 MEDICARE FICA	500.04	500.04	5,177.00	4,676.96	9.7
10-70-512 EMPLOYEE GROUP BENEFITS	11,402.64	11,402.64	129,683.00	118,280.36	8.8
10-70-515 UNEMPLOYMENT	.00	.00	4,538.00	4,538.00	.0
10-70-516 WORKERS' COMPENSATION	.00	.00	16,459.00	16,459.00	.0
10-70-518 PERS	5,963.91	5,963.91	72,358.00	66,394.09	8.2
10-70-519 UTILITY BENEFIT	2,085.67	2,085.67	23,256.00	21,170.33	9.0
10-70-545 TRAINING/TRAVEL	.00	.00	8,000.00	8,000.00	.0
10-70-561 SUPPLIES	246.80	246.80	2,000.00	1,753.20	12.3
10-70-562 MATERIALS	.00	.00	2,000.00	2,000.00	.0
10-70-563 WEARING APPAREL	.00	.00	5,000.00	5,000.00	.0
10-70-566 CLEANUP GREENUP SUPPLIES	.00	.00	700.00	700.00	.0
10-70-580 BOILER EXPENSE	.00	.00	20,000.00	20,000.00	.0
10-70-590 GLYCOL SUPPLIES	.00	.00	8,000.00	8,000.00	.0
10-70-591 CARPENTRY EXPENSE	104.92	104.92	10,000.00	9,895.08	1.1
10-70-592 PLUMBING SUPPLIES	1,012.52	1,012.52	5,000.00	3,987.48	20.3
10-70-593 ELECTRICAL SUPPLIES	.00	.00	6,000.00	6,000.00	.0
10-70-594 PAINT SUPPLIES	37.96	37.96	3,000.00	2,962.04	1.3
10-70-595 BOARDWALK REPAIR SUPPLIES	.00	.00	6,000.00	6,000.00	.0
10-70-601 VEHICLE MT. (PARTS & TOOLS)	33.99	33.99	5,000.00	4,966.01	.7
10-70-602 GASOLINE/DIESEL/OIL	837.80	837.80	10,000.00	9,162.20	8.4
10-70-621 ELECTRICITY	.00	.00	14,400.00	14,400.00	.0
10-70-622 TELEPHONE	3.03	3.03	100.00	96.97	3.0
10-70-623 HEATING FUEL	.00	.00	30,600.00	30,600.00	.0
10-70-626 WATER/SEWER/GARBAGE	873.94	873.94	17,400.00	16,526.06	5.0

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-70-627 STAFF CELLULAR PHONES	50.60	50.60	1,000.00	949.40	5.1
10-70-661 VEHICLE MAINT/REPAIR	353.13	353.13	6,006.00	5,652.87	5.9
10-70-662 WIND TURBINE CONTRACT	.00	.00	6,000.00	6,000.00	.0
10-70-663 WIND TURBINE MAINTENANCE	.00	.00	5,000.00	5,000.00	.0
10-70-668 PARKS MAINTENANCE	118.96	118.96	25,000.00	24,881.04	.5
10-70-669 OTHER PURCHASED SERVICES	4,219.70	4,219.70	25,000.00	20,780.30	16.9
10-70-681 BOARDWALK LIGHTING PROJECT	281.24	281.24	.00	(281.24)	.0
10-70-683 MINOR EQUIPMENT	681.12	681.12	7,000.00	6,318.88	9.7
10-70-690 CAPITAL EXPENDITURES	48,127.08	48,127.08	.00	(48,127.08)	.0
10-70-695 HERMAN NELSON HEATER	.00	.00	62,560.00	62,560.00	.0
10-70-696 TWO 3/4 TON PICK UP TRUCKS	.00	.00	106,832.00	106,832.00	.0
10-70-721 INSURANCE	.00	.00	12,236.00	12,236.00	.0
10-70-776 4TH OF JULY	1,500.00	1,500.00	2,000.00	500.00	75.0
10-70-799 MISCELLANEOUS EXPENSES	.00	.00	2,000.00	2,000.00	.0
10-70-875 INDIRECT COST RECOVERY	(32,872.76)	(32,872.76)	(324,354.00)	(291,481.24)	(10.1)
10-70-996 ADMIN OVERHEAD-IT SVCS	1,273.91	1,273.91	27,940.00	26,666.09	4.6
TOTAL PROPERTY MAINTENANCE	79,855.99	79,855.99	743,451.00	663,595.01	10.7
COMMUNITY SERVICE					
10-72-745 LIBRARY CONTRIBUTION	.00	.00	72,600.00	72,600.00	.0
10-72-760 COMMUNITY ACTION GRANT	.00	.00	84,000.00	84,000.00	.0
10-72-798 UAF 4-H CONTRIBUTION	.00	.00	112,000.00	112,000.00	.0
TOTAL COMMUNITY SERVICE	.00	.00	268,600.00	268,600.00	.0
IN KIND MATCH & TRANSFERS					
10-73-550 CASH XFER POOL F40- SALES TAX	.00	.00	529,980.00	529,980.00	.0
10-73-551 CASH XFER POOL F40- ALCO TAX	.00	.00	20,000.00	20,000.00	.0
TOTAL IN KIND MATCH & TRANSFERS	.00	.00	549,980.00	549,980.00	.0
TOTAL FUND EXPENDITURES	702,010.78	702,010.78	12,640,884.80	11,938,874.02	5.6
NET REVENUE OVER EXPENDITURES	(666,701.43)	(666,701.43)	(1,258,817.80)	(592,116.37)	(53.0)

CITY OF BETHEL
BALANCE SHEET
JULY 31, 2020

YK REG AQUA HLTH & SAFETY CTR

ASSETS

40-10100	CASH IN COMBINED FUND	(31,997.07)	
	TOTAL ASSETS		(31,997.07)

LIABILITIES AND EQUITY

LIABILITIES

40-20100	VOUCHERS PAYABLE	16,354.12	
	TOTAL LIABILITIES		16,354.12

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	(48,351.19)	
	BALANCE - CURRENT DATE	(48,351.19)	
	TOTAL FUND EQUITY		(48,351.19)
	TOTAL LIABILITIES AND EQUITY		(31,997.07)

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

YK REG AQUA HLTH & SAFETY CTR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SOURCE 43</u>					
40-43-420 MEMBERSHIPS	.00	.00	350,000.00	350,000.00	.0
40-43-430 PRO-SHOP REVENUE	.00	.00	44,982.00	44,982.00	.0
40-43-435 CONCESSION REVENUE	.00	.00	70,092.00	70,092.00	.0
40-43-460 ENTRY FEE	.00	.00	100,000.00	100,000.00	.0
40-43-463 FACILITY RENTAL	.00	.00	44,600.00	44,600.00	.0
40-43-465 PROGRAM FEES	.00	.00	85,817.00	85,817.00	.0
TOTAL SOURCE 43	.00	.00	695,491.00	695,491.00	.0
<u>TRANSFERS IN</u>					
40-46-412 LOCAL SOURCES-SALES TAX REV	.00	.00	500,000.00	500,000.00	.0
40-46-413 LOCAL SOURCES-ALCOHOLTAX REV	.00	.00	20,000.00	20,000.00	.0
40-46-414 WELLNESS PROGRAM	.00	.00	40,000.00	40,000.00	.0
TOTAL TRANSFERS IN	.00	.00	560,000.00	560,000.00	.0
<u>MISCELLANEOUS</u>					
40-49-487 INVESTMENT INCOME	.00	.00	41,000.00	41,000.00	.0
TOTAL MISCELLANEOUS	.00	.00	41,000.00	41,000.00	.0
TOTAL FUND REVENUE	.00	.00	1,296,491.00	1,296,491.00	.0

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

YK REG AQUA HLTH & SAFETY CTR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LOCAL FUNDED EXPENDITURES</u>					
40-50-602 GASOLINE/OIL/DIESEL	204.50	204.50	2,472.00	2,267.50	8.3
40-50-621 ELECTRICITY	.00	.00	120,510.00	120,510.00	.0
40-50-622 TELEPHONE	100.86	100.86	773.00	672.14	13.1
40-50-623 HEATING FUEL	8,880.79	8,880.79	204,000.00	195,119.21	4.4
40-50-624 WATER/SEWER/GARBAGE	15,588.21	15,588.21	56,650.00	41,061.79	27.5
40-50-646 CONTRACTOR'S FEES	12,377.17	12,377.17	700,700.00	688,322.83	1.8
40-50-649 PROFESSIONAL SVS	.00	.00	148,320.00	148,320.00	.0
40-50-661 VEHICL MAINT/REPAIR	.00	.00	1,000.00	1,000.00	.0
40-50-662 PROP MAINT	4,980.72	4,980.72	50,000.00	45,019.28	10.0
40-50-669 OTHER PURCHASED SERVICES	2,007.95	2,007.95	25,160.00	23,152.05	8.0
40-50-690 CAPITAL EXPENSE- POOL	.00	.00	370,000.00	370,000.00	.0
40-50-721 INSURANCE	.00	.00	39,975.00	39,975.00	.0
40-50-996 ADMIN OVERHEAD-IT SVCS	1,980.60	1,980.60	43,439.00	41,458.40	4.6
40-50-997 ICR-PROPERTY MAINTENANCE-5%	.00	.00	43,000.00	43,000.00	.0
40-50-998 ADMINISTRATIVE OVERHEAD-GF	2,230.39	2,230.39	30,000.00	27,769.61	7.4
TOTAL LOCAL FUNDED EXPENDITURES	48,351.19	48,351.19	1,835,999.00	1,787,647.81	2.6
TOTAL FUND EXPENDITURES	48,351.19	48,351.19	1,835,999.00	1,787,647.81	2.6
NET REVENUE OVER EXPENDITURES	(48,351.19)	(48,351.19)	(539,508.00)	(491,156.81)	(9.0)

CITY OF BETHEL
BALANCE SHEET
JULY 31, 2020

E-911 SYSTEM/SURCHARGE

ASSETS

41-10100	CASH IN COMBINED FUND	9,234.90	
	TOTAL ASSETS		9,234.90

LIABILITIES AND EQUITY

LIABILITIES

41-20100	VOUCHERS PAYABLE	25,833.75	
	TOTAL LIABILITIES		25,833.75

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	(16,598.85)		
BALANCE - CURRENT DATE	(16,598.85)		
TOTAL FUND EQUITY		(16,598.85)	
TOTAL LIABILITIES AND EQUITY			9,234.90

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

E-911 SYSTEM/SURCHARGE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>E-911 SURCHARGE</u>					
41-42-411 SURCHARGE FROM UNITED UTL	16,477.36	16,477.36	144,000.00	127,522.64	11.4
TOTAL E-911 SURCHARGE	16,477.36	16,477.36	144,000.00	127,522.64	11.4
TOTAL FUND REVENUE	16,477.36	16,477.36	144,000.00	127,522.64	11.4

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

E-911 SYSTEM/SURCHARGE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>E-911 SERVICES</u>					
41-50-501 SALARIES	4,401.23	4,401.23	57,959.00	53,557.77	7.6
41-50-502 OVERTIME	156.01	156.01	.00	(156.01)	.0
41-50-508 LEAVE CASHOUT	.00	.00	2,898.00	2,898.00	.0
41-50-511 MEDICARE FICA	65.71	65.71	840.00	774.29	7.8
41-50-512 EMPLOYEE GROUP BENEFITS	1,216.92	1,216.92	27,971.00	26,754.08	4.4
41-50-515 UNEMPLOYMENT	.00	.00	1,032.00	1,032.00	.0
41-50-516 WORKERS' COMPENSATION	.00	.00	219.00	219.00	.0
41-50-518 PERS	1,002.59	1,002.59	12,751.00	11,748.41	7.9
41-50-519 UTILITY BENEFIT	.00	.00	5,016.00	5,016.00	.0
41-50-669 OTHER PURCHASED SERVICES	25,833.75	25,833.75	54,000.00	28,166.25	47.8
41-50-721 INSURANCE	.00	.00	2,092.00	2,092.00	.0
41-50-724 DUES AND SUBSCRIPTIONS	.00	.00	19,000.00	19,000.00	.0
41-50-732 RENTS & LEASES	400.00	400.00	5,800.00	5,400.00	6.9
 TOTAL E-911 SERVICES	 33,076.21	 33,076.21	 189,578.00	 156,501.79	 17.5
 TOTAL FUND EXPENDITURES	 33,076.21	 33,076.21	 189,578.00	 156,501.79	 17.5
 NET REVENUE OVER EXPENDITURES	 (16,598.85)	 (16,598.85)	 (45,578.00)	 (28,979.15)	 (36.4)

CITY OF BETHEL
BALANCE SHEET
JULY 31, 2020

SOLID WASTE SERVICES

ASSETS

50-10100	CASH IN COMBINED FUND	40,565.71	
50-13100	ACCOUNTS RECEIVABLE	17,775.24	
	TOTAL ASSETS		58,340.95

LIABILITIES AND EQUITY

LIABILITIES

50-20100	VOUCHERS PAYABLE	535.18	
	TOTAL LIABILITIES		535.18

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	57,805.77		
BALANCE - CURRENT DATE		57,805.77	
TOTAL FUND EQUITY			57,805.77
TOTAL LIABILITIES AND EQUITY			58,340.95

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

SOLID WASTE SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SOLID WASTE & RECYLING</u>					
50-44-412 COMMERCIAL GARBAGE PICKUP	61,805.00	61,805.00	785,865.00	724,060.00	7.9
50-44-413 RESIDENTIAL GARBAGE PICKUP	28,561.83	28,561.83	335,767.00	307,205.17	8.5
50-44-416 LANDFILL DUMP FEE	26,672.58	26,672.58	95,611.00	68,938.42	27.9
TOTAL SOLID WASTE & RECYLING	117,039.41	117,039.41	1,217,243.00	1,100,203.59	9.6
TOTAL FUND REVENUE	117,039.41	117,039.41	1,217,243.00	1,100,203.59	9.6

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

SOLID WASTE SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HAULED REFUSE</u>					
50-70-501 SALARIES	10,046.06	10,046.06	75,559.00	65,512.94	13.3
50-70-502 OVERTIME	509.05	509.05	.00	(509.05)	.0
50-70-508 LEAVE CASHOUT	.00	.00	1,507.00	1,507.00	.0
50-70-510 SOCIAL SECURITY EXPENSE	.00	.00	1,746.00	1,746.00	.0
50-70-511 MEDICARE FICA	153.56	153.56	1,096.00	942.44	14.0
50-70-512 EMPLOYEE GROUP BENEFITS	1,645.44	1,645.44	12,714.00	11,068.56	12.9
50-70-515 UNEMPLOYMENT	.00	.00	1,149.00	1,149.00	.0
50-70-516 WORKERS' COMPENSATION	.00	.00	3,956.00	3,956.00	.0
50-70-518 PERS	2,322.12	2,322.12	10,428.00	8,105.88	22.3
50-70-519 UTILITY BENEFIT	406.33	406.33	2,280.00	1,873.67	17.8
50-70-545 TRAINING/TRAVEL	.00	.00	500.00	500.00	.0
50-70-561 SUPPLIES	.00	.00	500.00	500.00	.0
50-70-563 WEARING APPAREL	.00	.00	500.00	500.00	.0
50-70-600 TIRES & WHEELS	.00	.00	8,000.00	8,000.00	.0
50-70-601 VEHICLE PARTS	142.04	142.04	20,000.00	19,857.96	.7
50-70-602 GASOLINE / DIESEL / OIL	1,251.90	1,251.90	21,600.00	20,348.10	5.8
50-70-621 ELECTRICITY	.00	.00	3,000.00	3,000.00	.0
50-70-661 VEHICLE MAINT/REPAIRS	4,414.19	4,414.19	94,711.00	90,296.81	4.7
50-70-669 OTHER PURCHASED SERVICES	12.99	12.99	500.00	487.01	2.6
50-70-691 4 YD DUMPSTERS	.00	.00	40,000.00	40,000.00	.0
50-70-693 REFUSE TRUCK	.00	.00	425,000.00	425,000.00	.0
50-70-721 INSURANCE	.00	.00	6,386.00	6,386.00	.0
50-70-998 ADMINISTRATIVE OVERHEAD-GF	3,219.04	3,219.04	64,118.00	60,898.96	5.0
TOTAL HAULED REFUSE	24,122.72	24,122.72	795,250.00	771,127.28	3.0

<u>LANDFILL OPERATIONS</u>					
50-71-501 SALARIES	12,265.05	12,265.05	164,310.00	152,044.95	7.5
50-71-502 OVERTIME	16.50	16.50	.00	(16.50)	.0
50-71-508 LEAVE CASHOUT	.00	.00	6,735.00	6,735.00	.0
50-71-510 SOCIAL SECURITY EXPENSE	236.79	236.79	.00	(236.79)	.0
50-71-511 MEDICARE FICA	177.92	177.92	2,382.00	2,204.08	7.5
50-71-512 EMPLOYEE GROUP BENEFITS	1,645.44	1,645.44	66,113.00	64,467.56	2.5
50-71-515 UNEMPLOYMENT	.00	.00	2,509.00	2,509.00	.0
50-71-516 WORKERS' COMPENSATION	.00	.00	5,009.00	5,009.00	.0
50-71-518 PERS	1,861.77	1,861.77	36,148.00	34,286.23	5.2
50-71-519 UTILITY BENEFIT	22.17	22.17	11,856.00	11,833.83	.2
50-71-545 TRAINING/TRAVEL	.00	.00	5,000.00	5,000.00	.0
50-71-561 SUPPLIES	1,219.01	1,219.01	5,000.00	3,780.99	24.4
50-71-563 WEARING APPAREL	.00	.00	1,500.00	1,500.00	.0
50-71-567 SALT	.00	.00	30,000.00	30,000.00	.0
50-71-601 VEHICLE PARTS	3,514.22	3,514.22	10,000.00	6,485.78	35.1
50-71-602 GASOLINE / DIESEL / OIL	2,034.00	2,034.00	20,000.00	17,966.00	10.2
50-71-621 ELECTRICITY	.00	.00	3,000.00	3,000.00	.0
50-71-623 HEATING FUEL	.00	.00	3,060.00	3,060.00	.0
50-71-627 STAFF CELLULAR PHONES	25.30	25.30	840.00	814.70	3.0
50-71-661 VEHICLE MAINT/REPAIRS	4,414.19	4,414.19	94,711.00	90,296.81	4.7
50-71-662 PROPERTY MAINT	2,988.43	2,988.43	26,952.00	23,963.57	11.1
50-71-669 OTHER PURCHASED SERVICES	.00	.00	5,000.00	5,000.00	.0
50-71-683 MINOR EQUIPMENT	.00	.00	5,000.00	5,000.00	.0

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

SOLID WASTE SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
50-71-692 SERVICE ROAD FOR LANDFILL	.00	.00	103,000.00	103,000.00	.0
50-71-694 CAPITAL EXPENSE-F250 PICK UP	.00	.00	52,874.00	52,874.00	.0
50-71-721 INSURANCE	.00	.00	6,688.00	6,688.00	.0
50-71-724 DUES & SUBSCRIPTION	.00	.00	50.00	50.00	.0
50-71-996 ADMIN OVERHEAD-IT SVCS	727.62	727.62	15,958.00	15,230.38	4.6
50-71-998 ADMINISTRATIVE OVERHEAD-GF	3,962.51	3,962.51	48,987.00	45,024.49	8.1
TOTAL LANDFILL OPERATIONS	35,110.92	35,110.92	732,682.00	697,571.08	4.8
TOTAL FUND EXPENDITURES	59,233.64	59,233.64	1,527,932.00	1,468,698.36	3.9
NET REVENUE OVER EXPENDITURES	57,805.77	57,805.77	(310,689.00)	(368,494.77)	18.6

CITY OF BETHEL
BALANCE SHEET
JULY 31, 2020

WATER & SEWER SERVICES

ASSETS

51-10100	CASH IN COMBINED FUND	78,526.58	
51-13100	ACCOUNTS RECEIVABLE	59,037.83	
	TOTAL ASSETS		137,564.41

LIABILITIES AND EQUITY

LIABILITIES

51-20100	VOUCHERS PAYABLE	(56,185.11)	
51-26100	UTILITY DEPOSITS	1,921.00	
	TOTAL LIABILITIES	(54,264.11)	

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	191,828.52		
BALANCE - CURRENT DATE		191,828.52	
TOTAL FUND EQUITY			191,828.52
TOTAL LIABILITIES AND EQUITY			137,564.41

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER</u>					
51-42-410 TRUCKED WATER	260,899.58	260,899.58	2,882,771.00	2,621,871.42	9.1
51-42-412 METERED PIPED WATER COMM.	20,866.23	20,866.23	1,066,349.00	1,045,482.77	2.0
51-42-414 UNMETERED PIPED WTR RESID	79,735.03	79,735.03	832,898.00	753,162.97	9.6
51-42-416 CONTRACT WATER	1,240.00	1,240.00	10,995.00	9,755.00	11.3
51-42-436 PUMPHOUSE WATER	2,498.01	2,498.01	19,425.00	16,926.99	12.9
TOTAL WATER	365,238.85	365,238.85	4,812,438.00	4,447,199.15	7.6
<u>SEWER</u>					
51-43-411 TRUCKED SEWER (EVAC/HB)	152,233.67	152,233.67	1,697,440.00	1,545,206.33	9.0
51-43-412 METERED PIPED SEWER COMM.	29,665.81	29,665.81	893,924.00	864,258.19	3.3
51-43-414 UNMETERED PIPED SEWER RES	22,784.36	22,784.36	249,523.00	226,738.64	9.1
51-43-415 M PIPED SEWER RESIDENTIAL	673.32	673.32	.00	(673.32)	.0
51-43-416 CONTRACT SEWER	1,428.68	1,428.68	25,573.00	24,144.32	5.6
TOTAL SEWER	206,785.84	206,785.84	2,866,460.00	2,659,674.16	7.2
<u>MISCELLANEOUS</u>					
51-45-434 UTILITY PENALTY/INTEREST	4,723.94	4,723.94	39,308.00	34,584.06	12.0
51-45-435 RECONNECT FEES	.00	.00	2,841.00	2,841.00	.0
51-45-450 SENIOR DISCOUNT	(4,600.00)	(4,600.00)	(47,380.00)	(42,780.00)	(9.7)
51-45-467 NSF CHECKS AND FEES	.00	.00	134.00	134.00	.0
51-45-468 UTILITY INSPECTION FEES	210.00	210.00	2,060.00	1,850.00	10.2
51-45-471 WATER SUBSCRIPTION FEES	16,099.60	16,099.60	173,447.00	157,347.40	9.3
51-45-472 SEWER SUBSCRIPTION FEES	17,070.24	17,070.24	182,751.00	165,680.76	9.3
51-45-487 INVESTMENT INCOME	.00	.00	16,480.00	16,480.00	.0
TOTAL MISCELLANEOUS	33,503.78	33,503.78	369,641.00	336,137.22	9.1
<u>MISCELLANEOUS</u>					
51-49-466 CASH OVER/SHORT	.00	.00	(103.00)	(103.00)	.0
51-49-495 MISCELLANEOUS INCOME	928.14	928.14	3,323.00	2,394.86	27.9
TOTAL MISCELLANEOUS	928.14	928.14	3,220.00	2,291.86	28.8
TOTAL FUND REVENUE	606,456.61	606,456.61	8,051,759.00	7,445,302.39	7.5

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>					
51-80-501 SALARIES	4,940.34	4,940.34	110,696.00	105,755.66	4.5
51-80-508 LEAVE CASHOUT	.00	.00	5,535.00	5,535.00	.0
51-80-511 MEDICARE FICA	72.17	72.17	1,605.00	1,532.83	4.5
51-80-512 GROUP HEALTH INSURANCE	4,019.61	4,019.61	42,189.00	38,169.39	9.5
51-80-515 UNEMPLOYMENT	.00	.00	1,970.00	1,970.00	.0
51-80-516 WORKERS' COMPENSATION	.00	.00	294.00	294.00	.0
51-80-518 PERS	1,086.88	1,086.88	24,353.00	23,266.12	4.5
51-80-519 UTILITY BENEFIT	130.42	130.42	7,980.00	7,849.58	1.6
51-80-545 TRAINING/TRAVEL	.00	.00	2,000.00	2,000.00	.0
51-80-561 SUPPLIES	.00	.00	4,000.00	4,000.00	.0
51-80-649 ONLINE BILL PAY	389.58	389.58	4,000.00	3,610.42	9.7
51-80-683 MINOR EQUIPMENT	.00	.00	7,000.00	7,000.00	.0
51-80-721 INSURANCE	.00	.00	955.00	955.00	.0
51-80-733 POSTAGE	.00	.00	15,000.00	15,000.00	.0
51-80-736 BANK CHARGES	2,513.24	2,513.24	42,000.00	39,486.76	6.0
51-80-799 MISCELLANEOUS EXPENSES	.00	.00	500.00	500.00	.0
51-80-996 ADMIN OVERHEAD-IT SVCS	669.50	669.50	14,684.00	14,014.50	4.6
51-80-998 ADMINISTRATIVE OVERHEAD-GF	2,412.31	2,412.31	29,704.00	27,291.69	8.1
TOTAL UTILITY BILLING	16,234.05	16,234.05	314,465.00	298,230.95	5.2
<u>HAULED WATER</u>					
51-81-501 SALARIES	29,484.52	29,484.52	626,210.00	596,725.48	4.7
51-81-502 OVERTIME	7,170.71	7,170.71	.00	(7,170.71)	.0
51-81-508 LEAVE CASHOUT	.00	.00	23,864.00	23,864.00	.0
51-81-511 MEDICARE	546.12	546.12	9,080.00	8,533.88	6.0
51-81-512 EMPLOYEE GROUP BENEFITS	16,928.09	16,928.09	231,395.00	214,466.91	7.3
51-81-515 UNEMPLOYMENT	.00	.00	8,496.00	8,496.00	.0
51-81-516 WORKERS' COMPENSATION	.00	.00	16,177.00	16,177.00	.0
51-81-518 PERS	8,064.16	8,064.16	137,766.00	129,701.84	5.9
51-81-519 UTILITY BENEFIT	1,476.50	1,476.50	41,496.00	40,019.50	3.6
51-81-545 TRAINING/TRAVEL	.00	.00	3,000.00	3,000.00	.0
51-81-561 SUPPLIES	.00	.00	10,000.00	10,000.00	.0
51-81-563 WEARING APPAREL	394.63	394.63	10,000.00	9,605.37	4.0
51-81-600 TIRES	1,539.30	1,539.30	42,000.00	40,460.70	3.7
51-81-601 VEHICLE MT. (PARTS & TOOLS)	5,081.79	5,081.79	50,000.00	44,918.21	10.2
51-81-602 GASOLINE/DIESEL/OIL	9,168.32	9,168.32	150,000.00	140,831.68	6.1
51-81-621 ELECTRICITY	.00	.00	10,500.00	10,500.00	.0
51-81-622 TELEPHONE	2.73	2.73	650.00	647.27	.4
51-81-623 HEATING FUEL	.00	.00	12,325.00	12,325.00	.0
51-81-627 STAFF CELLULAR PHONES	52.39	52.39	840.00	787.61	6.2
51-81-650 LAB TESTS	500.00	500.00	5,000.00	4,500.00	10.0
51-81-661 VEHICLE MAINT/REPAIR	18,245.30	18,245.30	391,472.00	373,226.70	4.7
51-81-662 PROPERTY MAINT	4,980.72	4,980.72	44,920.00	39,939.28	11.1
51-81-669 OTHER PURCHASED SERVICES	.00	.00	5,000.00	5,000.00	.0
51-81-683 MINOR EQUIPMENT	3,089.96	3,089.96	4,000.00	910.04	77.3
51-81-691 WATER TRUCK	.00	.00	300,000.00	300,000.00	.0
51-81-695 FLEET MGMT. SOFTWARE/TABLETS/	.00	.00	25,000.00	25,000.00	.0
51-81-721 INSURANCE	.00	.00	88,907.00	88,907.00	.0
51-81-724 DUES/SUBSCRIPTIONS	.00	.00	80.00	80.00	.0

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-81-799 MISCELLANEOUS	.00	.00	2,000.00	2,000.00	.0
51-81-996 ADMIN OVERHEAD-IT SVCS	636.95	636.95	13,970.00	13,333.05	4.6
51-81-998 ADMINISTRATIVE OVERHEAD-GF	12,393.71	12,393.71	179,862.00	167,468.29	6.9
TOTAL HAULED WATER	119,755.90	119,755.90	2,444,010.00	2,324,254.10	4.9

PIPED WATER

51-82-501 SALARIES	12,380.34	12,380.34	217,681.00	205,300.66	5.7
51-82-502 OVERTIME	3,826.23	3,826.23	.00	(3,826.23)	.0
51-82-508 LEAVE CASHOUT	.00	.00	8,976.00	8,976.00	.0
51-82-510 SOCIAL SECURITY	.00	.00	966.00	966.00	.0
51-82-511 MEDICARE	241.00	241.00	3,156.00	2,915.00	7.6
51-82-512 EMPLOYEE GROUP BENEFITS	4,062.91	4,062.91	58,484.00	54,421.09	7.0
51-82-515 UNEMPLOYMENT	.00	.00	1,634.00	1,634.00	.0
51-82-516 WORKERS' COMPENSATION	.00	.00	5,623.00	5,623.00	.0
51-82-518 PERS	3,565.44	3,565.44	47,890.00	44,324.56	7.5
51-82-519 UTILITY BENEFIT	507.23	507.23	10,488.00	9,980.77	4.8
51-82-545 TRAINING/TRAVEL	.00	.00	5,000.00	5,000.00	.0
51-82-561 SUPPLIES	47.06	47.06	6,000.00	5,952.94	.8
51-82-563 WEARING APPAREL	.00	.00	3,000.00	3,000.00	.0
51-82-592 PLUMBING SUPPLIES	.00	.00	15,000.00	15,000.00	.0
51-82-600 TIRES AND WHEELS	277.40	277.40	500.00	222.60	55.5
51-82-601 VEHICLE MT. (PARTS & TOOLS)	138.14	138.14	1,500.00	1,361.86	9.2
51-82-602 GASOLINE/DIESEL/OIL	1,069.24	1,069.24	15,000.00	13,930.76	7.1
51-82-621 ELECTRICITY-UTIL MT SHOP	.00	.00	5,500.00	5,500.00	.0
51-82-622 TELEPHONE	5.46	5.46	100.00	94.54	5.5
51-82-623 HEATING FUEL	.00	.00	21,250.00	21,250.00	.0
51-82-626 WATER/SEWER/GARB	43.70	43.70	600.00	556.30	7.3
51-82-627 STAFF CELLULAR PHONES	50.58	50.58	800.00	749.42	6.3
51-82-649 ENGINEERING SERVICES	.00	.00	25,000.00	25,000.00	.0
51-82-661 VEHICLE MAINT/REPAIR	176.57	176.57	3,788.00	3,611.43	4.7
51-82-664 COMPUTER SERVICES	.00	.00	15,245.00	15,245.00	.0
51-82-665 CITY SAFETY	.00	.00	2,000.00	2,000.00	.0
51-82-669 OTHER PURCHASED SERVICES	88.71	88.71	1,500.00	1,411.29	5.9
51-82-683 MINOR EQUIPMENT	.00	.00	25,750.00	25,750.00	.0
51-82-721 INSURANCE	.00	.00	6,812.00	6,812.00	.0
51-82-727 ADVERTISING	.00	.00	1,000.00	1,000.00	.0
51-82-996 ADMIN OVERHEAD-IT SVCS	695.07	695.07	15,245.00	14,549.93	4.6
51-82-998 ADMINISTRATIVE OVERHEAD-GF	4,634.79	4,634.79	79,545.00	74,910.21	5.8
TOTAL PIPED WATER	31,809.87	31,809.87	605,033.00	573,223.13	5.3

BETHEL HTS WTR TREATMENT

51-83-501 SALARIES	7,722.13	7,722.13	161,238.00	153,515.87	4.8
51-83-502 OVERTIME	1,247.89	1,247.89	.00	(1,247.89)	.0
51-83-508 LEAVE CASHOUT	.00	.00	6,068.00	6,068.00	.0
51-83-511 MEDICARE	17.18	17.18	2,338.00	2,320.82	.7
51-83-512 EMPLOYEE GROUP BENEFITS	1,645.44	1,645.44	44,499.00	42,853.56	3.7
51-83-515 UNEMPLOYMENT	.00	.00	1,882.00	1,882.00	.0
51-83-516 WORKERS' COMPENSATION	.00	.00	4,165.00	4,165.00	.0
51-83-518 PERS	1,973.41	1,973.41	35,472.00	33,498.59	5.6

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-83-519 UTILITY BENEFIT	728.68	728.68	7,980.00	7,251.32	9.1
51-83-545 TRAINING/TRAVEL	.00	.00	4,000.00	4,000.00	.0
51-83-561 SUPPLIES	.00	.00	4,000.00	4,000.00	.0
51-83-563 WEARING APPAREL	.00	.00	1,500.00	1,500.00	.0
51-83-567 CHEMICALS	.00	.00	55,000.00	55,000.00	.0
51-83-592 PLUMBING SUPPLIES	.00	.00	5,000.00	5,000.00	.0
51-83-621 ELECTRICITY (PUMPHOUSE)	.00	.00	90,000.00	90,000.00	.0
51-83-622 TELEPHONE	.00	.00	500.00	500.00	.0
51-83-623 HEATING FUEL (PUMPHOUSE)	1,976.45	1,976.45	110,500.00	108,523.55	1.8
51-83-649 ENGINEERING SERVICES	.00	.00	2,000.00	2,000.00	.0
51-83-650 LAB TESTS	1,225.00	1,225.00	12,000.00	10,775.00	10.2
51-83-661 VEHICLE MAINT/REPAIR	176.57	176.57	.00	(176.57)	.0
51-83-669 OTHER PURCHASED SERVICES	1,376.36	1,376.36	15,000.00	13,623.64	9.2
51-83-683 MINOR EQUIPMENT	.00	.00	25,000.00	25,000.00	.0
51-83-721 INSURANCE	.00	.00	22,272.00	22,272.00	.0
51-83-727 ADVERTISING	.00	.00	500.00	500.00	.0
51-83-996 ADMIN OVERHEAD-IT SVCS	662.52	662.52	14,531.00	13,868.48	4.6
51-83-998 ADMINISTRATIVE OVERHEAD-GF	3,804.32	3,804.32	45,576.00	41,771.68	8.4
TOTAL BETHEL HTS WTR TREATMENT	22,555.95	22,555.95	671,021.00	648,465.05	3.4

CITY SUB WTR TREATMENT

51-84-501 SALARIES	10,713.57	10,713.57	226,507.00	215,793.43	4.7
51-84-502 OVERTIME	4,168.96	4,168.96	.00	(4,168.96)	.0
51-84-508 LEAVE CASHOUT	.00	.00	9,244.00	9,244.00	.0
51-84-511 MEDICARE	225.12	225.12	3,284.00	3,058.88	6.9
51-84-512 EMPLOYEE GROUP BENEFITS	4,200.18	4,200.18	69,927.00	65,726.82	6.0
51-84-515 UNEMPLOYMENT	.00	.00	1,953.00	1,953.00	.0
51-84-516 WORKERS' COMPENSATION	.00	.00	5,851.00	5,851.00	.0
51-84-518 PERS	3,274.15	3,274.15	49,831.00	46,556.85	6.6
51-84-519 UTILITY BENEFIT	721.29	721.29	12,540.00	11,818.71	5.8
51-84-545 TRAINING/TRAVEL	100.00	100.00	5,000.00	4,900.00	2.0
51-84-561 SUPPLIES	186.40	186.40	2,500.00	2,313.60	7.5
51-84-563 WEARING APPAREL	.00	.00	1,500.00	1,500.00	.0
51-84-567 CHEMICALS	.00	.00	100,000.00	100,000.00	.0
51-84-592 PLUMBING SUPPLIES	.00	.00	3,000.00	3,000.00	.0
51-84-600 TIRES & WHEELS	777.40	777.40	1,500.00	722.60	51.8
51-84-602 GASOLINE/DIESEL/OIL	193.04	193.04	1,000.00	806.96	19.3
51-84-621 ELECTRICITY (CS WTF)	.00	.00	70,000.00	70,000.00	.0
51-84-622 TELEPHONE	2.73	2.73	100.00	97.27	2.7
51-84-623 HEATING FUEL(CS WTF)	7,028.16	7,028.16	127,500.00	120,471.84	5.5
51-84-650 LAB TESTS	927.49	927.49	10,000.00	9,072.51	9.3
51-84-661 VEHICLE MAINT (ISF)	176.57	176.57	15,000.00	14,823.43	1.2
51-84-665 CITY SAFETY	571.30	571.30	.00	(571.30)	.0
51-84-669 OTHER PURCHASED SERVICES	.00	.00	5,000.00	5,000.00	.0
51-84-683 MINOR EQUIPMENT	4,899.79	4,899.79	20,000.00	15,100.21	24.5
51-84-721 INSURANCE	.00	.00	13,899.00	13,899.00	.0
51-84-996 ADMIN OVERHEAD-IT SVCS	727.62	727.62	15,958.00	15,230.38	4.6
51-84-998 ADMINISTRATIVE OVERHEAD-GF	5,386.16	5,386.16	65,756.00	60,369.84	8.2
TOTAL CITY SUB WTR TREATMENT	44,279.93	44,279.93	836,850.00	792,570.07	5.3

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HAULED SEWER</u>					
51-85-501 SALARIES	28,257.17	28,257.17	675,488.00	647,230.83	4.2
51-85-502 OVERTIME	13,158.53	13,158.53	.00	(13,158.53)	.0
51-85-508 LEAVE CASHOUT	.00	.00	26,853.00	26,853.00	.0
51-85-511 MEDICARE	617.26	617.26	9,963.00	9,345.74	6.2
51-85-512 EMPLOYEE GROUP BENEFITS	15,691.37	15,691.37	260,128.00	244,436.63	6.0
51-85-515 UNEMPLOYMENT	.00	.00	7,315.00	7,315.00	.0
51-85-516 WORKERS' COMPENSATION	.00	.00	19,122.00	19,122.00	.0
51-85-518 PERS	9,111.45	9,111.45	148,607.00	139,495.55	6.1
51-85-519 UTILITY BENEFIT	1,543.19	1,543.19	46,649.00	45,105.81	3.3
51-85-561 SUPPLIES	651.68	651.68	7,000.00	6,348.32	9.3
51-85-563 WEARING APPAREL	.00	.00	7,000.00	7,000.00	.0
51-85-600 TIRES & WHEELS	1,523.02	1,523.02	12,000.00	10,476.98	12.7
51-85-601 VEHICLE MT. (PARTS & TOOLS)	12,260.96	12,260.96	40,000.00	27,739.04	30.7
51-85-602 GASOLINE/DIESEL/OIL	7,848.73	7,848.73	110,000.00	102,151.27	7.1
51-85-621 ELECTRICITY	.00	.00	8,300.00	8,300.00	.0
51-85-622 TELEPHONE	.00	.00	400.00	400.00	.0
51-85-623 HEATING FUEL	.00	.00	10,200.00	10,200.00	.0
51-85-626 WATER/SEWER/GARBAGE	.00	.00	9,000.00	9,000.00	.0
51-85-627 CELL PHONE	.00	.00	840.00	840.00	.0
51-85-661 VEHICLE MAINT/REPAIR	18,245.30	18,245.30	310,326.00	292,080.70	5.9
51-85-662 PROPERTY MAINT	4,980.72	4,980.72	44,920.00	39,939.28	11.1
51-85-669 OTHER PURCHASED SERVICES	100.56	100.56	7,000.00	6,899.44	1.4
51-85-683 MINOR EQUIPMENT	.00	.00	3,100.00	3,100.00	.0
51-85-692 NEW SEWER TRUCKS	.00	.00	300,000.00	300,000.00	.0
51-85-693 FLEET MGMT. SOFTWARE/TABLETS/	.00	.00	25,000.00	25,000.00	.0
51-85-721 INSURANCE	.00	.00	71,834.00	71,834.00	.0
51-85-799 MISCELLANEOUS	.00	.00	1,200.00	1,200.00	.0
51-85-996 ADMIN OVERHEAD-IT SVCS	636.95	636.95	13,970.00	13,333.05	4.6
51-85-998 ADMINISTRATIVE OVERHEAD-GF	14,133.74	14,133.74	199,304.00	185,170.26	7.1
TOTAL HAULED SEWER	128,760.63	128,760.63	2,375,519.00	2,246,758.37	5.4
<u>PIPED SEWER</u>					
51-86-501 SALARIES	11,900.72	11,900.72	228,008.00	216,107.28	5.2
51-86-502 OVERTIME	3,826.23	3,826.23	.00	(3,826.23)	.0
51-86-508 LEAVE CASHOUT	.00	.00	8,335.00	8,335.00	.0
51-86-511 MEDICARE	234.00	234.00	3,306.00	3,072.00	7.1
51-86-512 EMPLOYEE GROUP BENEFITS	3,879.07	3,879.07	58,484.00	54,604.93	6.6
51-86-515 UNEMPLOYMENT	.00	.00	1,634.00	1,634.00	.0
51-86-516 WORKERS' COMPENSATION	.00	.00	6,454.00	6,454.00	.0
51-86-518 PERS	3,459.91	3,459.91	50,162.00	46,702.09	6.9
51-86-519 UTILITY BENEFITS	522.01	522.01	10,488.00	9,965.99	5.0
51-86-545 TRAINING/TRAVEL	.00	.00	3,000.00	3,000.00	.0
51-86-561 SUPPLIES	1,236.96	1,236.96	6,000.00	4,763.04	20.6
51-86-563 WEARING APPAREL	.00	.00	3,000.00	3,000.00	.0
51-86-592 PLUMBING SUPPLIES	.00	.00	10,000.00	10,000.00	.0
51-86-600 TIRES & WHEELS	500.00	500.00	500.00	.00	100.0
51-86-601 VEHICLE MT. (PARTS & TOOLS)	138.15	138.15	1,500.00	1,361.85	9.2
51-86-602 GASOLINE/DIESEL/OIL	683.37	683.37	15,000.00	14,316.63	4.6
51-86-621 ELECTRICITY-LIFTST & BLDG	.00	.00	100,000.00	100,000.00	.0
51-86-622 TELEPHONE	.00	.00	500.00	500.00	.0

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-86-623 HEATING FUEL	.00	.00	29,750.00	29,750.00	.0
51-86-626 WATER/SEWER/GARB	43.70	43.70	600.00	556.30	7.3
51-86-661 VEHICLE MAINT/REPAIR	176.57	176.57	3,000.00	2,823.43	5.9
51-86-669 OTHER PURCHASED SERVICES	4,139.06	4,139.06	20,000.00	15,860.94	20.7
51-86-683 MINOR EQUIPMENT	533.28	533.28	125,000.00	124,466.72	.4
51-86-721 INSURANCE	.00	.00	6,725.00	6,725.00	.0
51-86-736 LEASED PROPERTY-LIFT STATIONS	.00	.00	15,000.00	15,000.00	.0
51-86-996 ADMIN OVERHEAD-IT SVCS	695.05	695.05	15,245.00	14,549.95	4.6
51-86-998 ADMINISTRATIVE OVERHEAD-GF	4,642.70	4,642.70	57,233.00	52,590.30	8.1
TOTAL PIPED SEWER	36,610.78	36,610.78	778,924.00	742,313.22	4.7

SEWER LAGOON

51-87-501 SALARIES	3,712.75	3,712.75	79,869.00	76,156.25	4.7
51-87-502 OVERTIME	908.88	908.88	.00	(908.88)	.0
51-87-508 LEAVE CASHOUT	.00	.00	2,211.00	2,211.00	.0
51-87-511 MEDICARE	68.70	68.70	1,158.00	1,089.30	5.9
51-87-512 EMPLOYEE GROUP BENEFITS	1,221.30	1,221.30	22,885.00	21,663.70	5.3
51-87-515 UNEMPLOYMENT	.00	.00	710.00	710.00	.0
51-87-516 WORKERS' COMPENSATION	.00	.00	2,261.00	2,261.00	.0
51-87-518 PERS	1,016.76	1,016.76	17,571.00	16,554.24	5.8
51-87-519 UTILITY BENEFIT	123.46	123.46	4,104.00	3,980.54	3.0
51-87-545 TRAINING/TRAVEL	.00	.00	3,000.00	3,000.00	.0
51-87-561 SUPPLIES	41.96	41.96	1,500.00	1,458.04	2.8
51-87-563 WEARING APPAREL	.00	.00	2,000.00	2,000.00	.0
51-87-592 PLUMBING SUPPLIES	.00	.00	1,000.00	1,000.00	.0
51-87-602 GASOLINE	1,839.81	1,839.81	20,000.00	18,160.19	9.2
51-87-650 LAB TESTS (SAMPLES)	2,286.00	2,286.00	12,000.00	9,714.00	19.1
51-87-665 CITY SAFETY	1,637.61	1,637.61	.00	(1,637.61)	.0
51-87-669 OTHER PURCHASED SERVICES	.00	.00	1,000.00	1,000.00	.0
51-87-683 MINOR EQUIPMENT	.00	.00	2,500.00	2,500.00	.0
51-87-714 INTEREST-SEWER LAGOON BND	.00	.00	500.00	500.00	.0
51-87-721 INSURANCE	.00	.00	454.00	454.00	.0
51-87-724 DUES & SUBSCRIPTIONS	.00	.00	7,920.00	7,920.00	.0
51-87-727 ADVERTISING	.00	.00	500.00	500.00	.0
51-87-998 ADMINISTRATIVE OVERHEAD-GF	1,763.75	1,763.75	22,653.00	20,889.25	7.8
TOTAL SEWER LAGOON	14,620.98	14,620.98	205,796.00	191,175.02	7.1

TOTAL FUND EXPENDITURES	414,628.09	414,628.09	8,231,618.00	7,816,989.91	5.0
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NET REVENUE OVER EXPENDITURES	191,828.52	191,828.52	(179,859.00)	(371,687.52)	106.7
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CITY OF BETHEL
BALANCE SHEET
JULY 31, 2020

MUNICIPAL DOCK

ASSETS

52-10100	CASH IN COMBINED FUND	(55,886.28)	
	TOTAL ASSETS		(55,886.28)

LIABILITIES AND EQUITY

LIABILITIES

52-20100	VOUCHERS PAYABLE	1,392.27	
	TOTAL LIABILITIES		1,392.27

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	(57,278.55)	
	BALANCE - CURRENT DATE	(57,278.55)	
	TOTAL FUND EQUITY		(57,278.55)
	TOTAL LIABILITIES AND EQUITY		(55,886.28)

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

MUNICIPAL DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INTEREST & PENALTIES</u>					
52-40-403 CITY DOCK-PENALTIES & INT	.00	.00	5,000.00	5,000.00	.0
TOTAL INTEREST & PENALTIES	.00	.00	5,000.00	5,000.00	.0
<u>CHARGES FOR SERVICES</u>					
52-43-402 CITY DOCK-STORAGE	.00	.00	70,000.00	70,000.00	.0
52-43-404 CITY DOCK-PERMITS	.00	.00	3,000.00	3,000.00	.0
52-43-405 CITY DOCK-WHARFAGE	.00	.00	165,000.00	165,000.00	.0
52-43-407 CITY DOCK-DOCKAGE	.00	.00	25,000.00	25,000.00	.0
52-43-418 SBH PETRO PORT-FUEL THRU-PUT	.00	.00	210,000.00	210,000.00	.0
52-43-424 PETRO YARD - STORAGE	.00	.00	2,000.00	2,000.00	.0
52-43-426 PETRO PORT-FUEL THRU-PUT	.00	.00	420,000.00	420,000.00	.0
52-43-427 PETRO PORT-DOCKAGE	.00	.00	20,000.00	20,000.00	.0
52-43-433 SEAWALL MOORAGE	716.56	716.56	25,000.00	24,283.44	2.9
52-43-434 SEAWALL DOCKAGE	.00	.00	10,000.00	10,000.00	.0
52-43-454 BEACH-STORAGE	.00	.00	10,000.00	10,000.00	.0
52-43-455 BEACH-WHARFAGE	.00	.00	70,000.00	70,000.00	.0
52-43-457 BEACH-DOCKAGE	.00	.00	17,000.00	17,000.00	.0
52-43-462 BOAT HARBOR-STORAGE	.00	.00	3,500.00	3,500.00	.0
52-43-463 BOAT HARBOR-MOORAGE	.00	.00	20,000.00	20,000.00	.0
TOTAL CHARGES FOR SERVICES	716.56	716.56	1,070,500.00	1,069,783.44	.1
<u>LEASE REVENUE</u>					
52-44-467 LEASE REVENUE	.00	.00	24,000.00	24,000.00	.0
TOTAL LEASE REVENUE	.00	.00	24,000.00	24,000.00	.0
<u>MISCELLANEOUS</u>					
52-45-464 SMALL BOAT HARBOR PERMITS	.00	.00	20,000.00	20,000.00	.0
52-45-467 EXTRA WATER CALLS	.00	.00	25,000.00	25,000.00	.0
TOTAL MISCELLANEOUS	.00	.00	45,000.00	45,000.00	.0
<u>MISCELLANEOUS</u>					
52-49-495 MISCELLANEOUS REVENUE	.00	.00	2,000.00	2,000.00	.0
TOTAL MISCELLANEOUS	.00	.00	2,000.00	2,000.00	.0
TOTAL FUND REVENUE	716.56	716.56	1,146,500.00	1,145,783.44	.1

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

MUNICIPAL DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DOCK EXPENDITURES</u>					
52-50-501 SALARIES	24,524.49	24,524.49	191,909.00	167,384.51	12.8
52-50-502 OVERTIME	417.53	417.53	.00	(417.53)	.0
52-50-508 LEAVE CASHOUT	.00	.00	4,103.00	4,103.00	.0
52-50-510 SOCIAL SECURITY EXPENSE	810.36	810.36	1,293.00	482.64	62.7
52-50-511 MEDICARE FICA	372.38	372.38	2,783.00	2,410.62	13.4
52-50-512 EMPLOYEE GROUP BENEFITS	4,714.68	4,714.68	64,079.00	59,364.32	7.4
52-50-515 UNEMPLOYMENT	.00	.00	3,290.00	3,290.00	.0
52-50-516 WORKERS' COMPENSATION	.00	.00	6,382.00	6,382.00	.0
52-50-518 PERS	2,611.82	2,611.82	36,082.00	33,470.18	7.2
52-50-519 UTILITY BENEFIT	1,113.06	1,113.06	11,491.00	10,377.94	9.7
52-50-545 TRAINING/TRAVEL	53.28	53.28	5,000.00	4,946.72	1.1
52-50-561 SUPPLIES	164.95	164.95	5,500.00	5,335.05	3.0
52-50-563 WEARING APPAREL	594.94	594.94	2,000.00	1,405.06	29.8
52-50-601 VEHICLE MT. (PARTS & TOOLS)	2,846.24	2,846.24	20,000.00	17,153.76	14.2
52-50-602 GASOLINE/DIESEL/OIL	3,164.17	3,164.17	15,000.00	11,835.83	21.1
52-50-621 ELECTRICITY	.00	.00	10,000.00	10,000.00	.0
52-50-622 TELEPHONE	156.75	156.75	1,000.00	843.25	15.7
52-50-623 HEATING FUEL	.00	.00	6,000.00	6,000.00	.0
52-50-624 WATER, SEWER, GARBAGE	397.76	397.76	5,000.00	4,602.24	8.0
52-50-626 WATER FOR BARGES	.00	.00	12,000.00	12,000.00	.0
52-50-627 STAFF CELLULAR PHONES	50.60	50.60	1,680.00	1,629.40	3.0
52-50-642 LEGAL FEES	.00	.00	5,000.00	5,000.00	.0
52-50-643 PLANNING/ENGINEERING FEES	.00	.00	5,000.00	5,000.00	.0
52-50-661 VEHICLE MAINT/REPAIR	176.57	176.57	.00	(176.57)	.0
52-50-666 MUNICIPAL DOCK MAINT.	158.04	158.04	5,000.00	4,841.96	3.2
52-50-667 MAINT-SEAWALL	89.90	89.90	7,000.00	6,910.10	1.3
52-50-669 OTHER PURCHASED SERVICES	62.55	62.55	25,000.00	24,937.45	.3
52-50-683 MINOR EQUIPMENT	176.00	176.00	(10,000.00)	(10,176.00)	1.8
52-50-687 LAND/EASEMENT ACQUISITION	.00	.00	25,000.00	25,000.00	.0
52-50-690 CAPITAL EXPENDITURES	.00	.00	165,000.00	165,000.00	.0
52-50-697 HIGHLIFT FORKLIFT	.00	.00	35,000.00	35,000.00	.0
52-50-721 INSURANCE	.00	.00	17,405.00	17,405.00	.0
52-50-724 DUES	.00	.00	1,000.00	1,000.00	.0
52-50-727 ADVERTISING	.00	.00	1,000.00	1,000.00	.0
52-50-736 BANK CHARGES	1,062.68	1,062.68	.00	(1,062.68)	.0
52-50-777 CONTAMINATED SOIL PROCESSING	.00	.00	1,000.00	1,000.00	.0
52-50-801 PENSION EXPENSE	.00	.00	250.00	250.00	.0
52-50-996 ADMIN OVERHEAD-IT SVCS	855.47	855.47	18,762.00	17,906.53	4.6
52-50-997 ICR-PROPERTY MAINTENANCE 5%	.00	.00	27,878.00	27,878.00	.0
52-50-998 ADMINISTRATIVE OVERHEAD-GF	4,618.97	4,618.97	54,324.00	49,705.03	8.5
TOTAL DOCK EXPENDITURES	49,193.19	49,193.19	788,211.00	739,017.81	6.2

SMALL BOAT HARBOR

52-55-501 SALARIES	3,399.98	3,399.98	106,363.00	102,963.02	3.2
52-55-502 OVERTIME	75.22	75.22	.00	(75.22)	.0
52-55-508 LEAVE CASHOUT	.00	.00	1,081.00	1,081.00	.0
52-55-510 SOCIAL SECURITY	90.04	90.04	4,754.00	4,663.96	1.9
52-55-511 MEDICARE FICA	53.11	53.11	1,542.00	1,488.89	3.4
52-55-512 EMPLOYEE GROUP BENEFITS	1,395.84	1,395.84	12,205.00	10,809.16	11.4

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

MUNICIPAL DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
52-55-515 UNEMPLOYMENT	.00	.00	2,650.00	2,650.00	.0
52-55-516 WORKERS' COMPENSATION	.00	.00	4,495.00	4,495.00	.0
52-55-518 PERS	445.05	445.05	5,995.00	5,549.95	7.4
52-55-519 UTILITY BENEFIT	245.20	245.20	2,189.00	1,943.80	11.2
52-55-561 SUPPLIES	157.93	157.93	1,800.00	1,642.07	8.8
52-55-563 WEARING APPAREL	669.61	669.61	2,000.00	1,330.39	33.5
52-55-602 GASOLINE	.00	.00	8,000.00	8,000.00	.0
52-55-621 ELECTRICITY	.00	.00	2,000.00	2,000.00	.0
52-55-624 WATER/SEWR/GARBAGE	.00	.00	7,100.00	7,100.00	.0
52-55-668 SMALL BOAT HARBOR MAINTENANCE	.00	.00	7,000.00	7,000.00	.0
52-55-683 MINOR EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
52-55-775 SMALL BOAT HARBOR GRAVEL	.00	.00	16,000.00	16,000.00	.0
52-55-799 MISCELLANEOUS EXPENSES	.00	.00	250.00	250.00	.0
52-55-998 ADMINISTRATIVE OVERHEAD-GF	2,269.94	2,269.94	23,611.00	21,341.06	9.6
 TOTAL SMALL BOAT HARBOR	 8,801.92	 8,801.92	 211,035.00	 202,233.08	 4.2
 TOTAL FUND EXPENDITURES	 57,995.11	 57,995.11	 999,246.00	 941,250.89	 5.8
 NET REVENUE OVER EXPENDITURES	 (57,278.55)	 (57,278.55)	 147,254.00	 204,532.55	 (38.9)

CITY OF BETHEL
BALANCE SHEET
JULY 31, 2020

LEASED PROPERTIES

ASSETS

53-10100	CASH IN COMBINED FUND	(	16,341.45)	
	TOTAL ASSETS		(	16,341.45)

LIABILITIES AND EQUITY

LIABILITIES

53-20100	VOUCHERS PAYABLE		7,685.90	
53-26300	UNEARNED REVENUE	(	49,600.95)	
	TOTAL LIABILITIES		(	41,915.05)

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
REVENUE OVER EXPENDITURES - YTD	25,573.60			
BALANCE - CURRENT DATE		25,573.60		
TOTAL FUND EQUITY			25,573.60	
TOTAL LIABILITIES AND EQUITY			(	16,341.45)

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

LEASED PROPERTIES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LEASE INCOME</u>					
53-44-444 LEASE-COURT SYSTEM	49,600.95	49,600.95	613,620.00	564,019.05	8.1
53-44-447 LEASE:DEPT OF LAW	.00	.00	157,000.00	157,000.00	.0
53-44-450 LEASE PATC	.00	.00	14,400.00	14,400.00	.0
53-44-452 LEASE-TOWER ROAD LAND	.00	.00	5,400.00	5,400.00	.0
53-44-453 YKHC - BUILDING	.00	.00	4,200.00	4,200.00	.0
53-44-472 DMV LEASE	.00	.00	12,060.00	12,060.00	.0
53-44-479 LEASE LAND AVCP HEARSTART	.00	.00	1,800.00	1,800.00	.0
53-44-481 LEASE LAND SWANSONS	.00	.00	21,120.00	21,120.00	.0
53-44-485 LEASE LAND EUNKANG CHURCH	.00	.00	1,800.00	1,800.00	.0
53-44-488 LEASE LAND GCI	.00	.00	10,200.00	10,200.00	.0
53-44-489 LAND ESSENKAY/KUSKOKUSH	.00	.00	24,012.00	24,012.00	.0
 TOTAL LEASE INCOME	 49,600.95	 49,600.95	 865,612.00	 816,011.05	 5.7
 TOTAL FUND REVENUE	 49,600.95	 49,600.95	 865,612.00	 816,011.05	 5.7

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

LEASED PROPERTIES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEASED PROPERTIES-MISC</u>					
53-50-623 HEATING FUEL	370.19	370.19	.00	(370.19)	.0
53-50-702 DEPRECIATION-BUILDING	.00	.00	320,000.00	320,000.00	.0
TOTAL LEASED PROPERTIES-MISC	370.19	370.19	320,000.00	319,629.81	.1
<u>LEASED PROP-COURT COMPLEX</u>					
53-55-621 ELECTRICITY-COURT COMPLEX	.00	.00	82,901.00	82,901.00	.0
53-55-622 TELEPHONE	50.43	50.43	600.00	549.57	8.4
53-55-623 HEATING FUEL-COURTCOMPLEX	385.29	385.29	47,600.00	47,214.71	.8
53-55-626 WATER/SEWER/GARB-COURTCOM	829.27	829.27	18,000.00	17,170.73	4.6
53-55-662 PROPERTY MT-COURT COMPLEX	.00	.00	15,000.00	15,000.00	.0
53-55-663 JANITORIAL-COURT COMPLEX	7,450.00	7,450.00	89,400.00	81,950.00	8.3
53-55-669 OTHER PURCHASED SERVICES	.00	.00	2,500.00	2,500.00	.0
53-55-714 COURTHOUSE LOAN INTEREST	.00	.00	213,225.00	213,225.00	.0
53-55-721 INSURANCE	.00	.00	58,999.00	58,999.00	.0
53-55-997 ICR-PROPERTY MAINTENANCE-15%	14,942.17	14,942.17	142,658.00	127,715.83	10.5
TOTAL LEASED PROP-COURT COMPLEX	23,657.16	23,657.16	670,883.00	647,225.84	3.5
TOTAL FUND EXPENDITURES	24,027.35	24,027.35	990,883.00	966,855.65	2.4
NET REVENUE OVER EXPENDITURES	25,573.60	25,573.60	(125,271.00)	(150,844.60)	20.4

CITY OF BETHEL
BALANCE SHEET
JULY 31, 2020

EMPLOYEE GROUP HEALTH BEN.

ASSETS

54-10100	CASH IN COMBINED FUND	(6,477.77)	
	TOTAL ASSETS		(6,477.77)

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	(6,477.77)		
BALANCE - CURRENT DATE		(6,477.77)	
TOTAL FUND EQUITY			(6,477.77)
TOTAL LIABILITIES AND EQUITY			(6,477.77)

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

EMPLOYEE GROUP HEALTH BEN.

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EMPLOYEE GROUP HEALTH BENEFITS</u>					
54-50-723 PREMIUM LIFE AD&D LTD	6,477.77	6,477.77	.00	(6,477.77)	.0
TOTAL EMPLOYEE GROUP HEALTH BENEFITS	6,477.77	6,477.77	.00	(6,477.77)	.0
TOTAL FUND EXPENDITURES	6,477.77	6,477.77	.00	(6,477.77)	.0
NET REVENUE OVER EXPENDITURES	(6,477.77)	(6,477.77)	.00	6,477.77	.0

CITY OF BETHEL
BALANCE SHEET
JULY 31, 2020

BETHEL PUBLIC TRANSIT SYSTEM

ASSETS

56-10100	CASH IN COMBINED FUND	(	19,978.83)	
	TOTAL ASSETS		(	19,978.83)

LIABILITIES AND EQUITY

LIABILITIES

56-20100	VOUCHERS PAYABLE	(	139.12)	
56-20110	COVID-19 TAXI COUPONS		81.00	
	TOTAL LIABILITIES		(	58.12)

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
REVENUE OVER EXPENDITURES - YTD	(	19,920.71)		
BALANCE - CURRENT DATE		(	19,920.71)	
TOTAL FUND EQUITY			(	19,920.71)
TOTAL LIABILITIES AND EQUITY			(	19,978.83)

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

BETHEL PUBLIC TRANSIT SYSTEM

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LOCAL SOURCES</u>					
56-40-409 CASH TRANSFER GF	.00	.00	136,079.00	136,079.00	.0
TOTAL LOCAL SOURCES	.00	.00	136,079.00	136,079.00	.0
<u>FEDERAL SOURCES</u>					
56-41-413 TRANSIT SECTION 5311	.00	.00	227,687.00	227,687.00	.0
TOTAL FEDERAL SOURCES	.00	.00	227,687.00	227,687.00	.0
<u>CHARGES FOR SERVICES</u>					
56-43-422 BUS FARES	595.00	595.00	28,000.00	27,405.00	2.1
56-43-423 BUS FARES-PREPAID	4,765.00	4,765.00	12,000.00	7,235.00	39.7
TOTAL CHARGES FOR SERVICES	5,360.00	5,360.00	40,000.00	34,640.00	13.4
TOTAL FUND REVENUE	5,360.00	5,360.00	403,766.00	398,406.00	1.3

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

BETHEL PUBLIC TRANSIT SYSTEM

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSIT SYSTEM EXPENDITURES</u>					
56-50-501 SALARIES	9,207.67	9,207.67	138,167.00	128,959.33	6.7
56-50-502 OVERTIME	368.00	368.00	.00	(368.00)	.0
56-50-508 LEAVE CASHOUT	.00	.00	6,908.00	6,908.00	.0
56-50-510 SOCIAL SECURITY EXPENSE	82.26	82.26	1,228.00	1,145.74	6.7
56-50-511 MEDICARE FICA	140.16	140.16	2,003.00	1,862.84	7.0
56-50-512 EMPLOYEE GROUP BENEFITS	4,432.61	4,432.61	66,749.00	62,316.39	6.6
56-50-515 UNEMPLOYMENT	.00	.00	2,459.00	2,459.00	.0
56-50-516 WORKERS' COMPENSATION	.00	.00	6,715.00	6,715.00	.0
56-50-518 PERS	1,814.75	1,814.75	30,397.00	28,582.25	6.0
56-50-519 UTILITY BENEFIT	192.03	192.03	9,120.00	8,927.97	2.1
56-50-561 SUPPLIES	.00	.00	1,000.00	1,000.00	.0
56-50-600 TIRES & WHEELS	.00	.00	1,000.00	1,000.00	.0
56-50-601 VEHICLE MT. (PARTS & TOOLS)	48.95	48.95	7,382.00	7,333.05	.7
56-50-602 GASOLINE	2,147.07	2,147.07	21,000.00	18,852.93	10.2
56-50-621 ELECTRICITY	.00	.00	6,400.00	6,400.00	.0
56-50-622 TELEPHONE	2.73	2.73	700.00	697.27	.4
56-50-623 HEATING FUEL	.00	.00	10,250.00	10,250.00	.0
56-50-626 WTR/SWR/GRB	100.67	100.67	1,200.00	1,099.33	8.4
56-50-627 STAFF CELLULAR PHONES	25.30	25.30	.00	(25.30)	.0
56-50-646 CONTRACTOR FEES	.00	.00	1,500.00	1,500.00	.0
56-50-661 VEHICLE MAINT/REPAIR	1,177.10	1,177.10	11,165.00	9,987.90	10.5
56-50-721 INSURANCE	.00	.00	9,000.00	9,000.00	.0
56-50-799 MISCELLANEOUS EXPENSES	566.55	566.55	.00	(566.55)	.0
56-50-996 ADMIN OVERHEAD-IT SVCS	727.62	727.62	15,959.00	15,231.38	4.6
56-50-998 ADMINISTRATIVE OVERHEAD-GF	4,247.24	4,247.24	53,464.00	49,216.76	7.9
TOTAL TRANSIT SYSTEM EXPENDITURES	25,280.71	25,280.71	403,766.00	378,485.29	6.3
TOTAL FUND EXPENDITURES	25,280.71	25,280.71	403,766.00	378,485.29	6.3
NET REVENUE OVER EXPENDITURES	(19,920.71)	(19,920.71)	.00	19,920.71	.0

CITY OF BETHEL
BALANCE SHEET
JULY 31, 2020

VEHICLES & EQUIP MAINTENANCE

ASSETS

57-10100	CASH IN COMBINED FUND	(3,571.85)	
	TOTAL ASSETS		(3,571.85)

LIABILITIES AND EQUITY

LIABILITIES

57-20100	VOUCHERS PAYABLE	29,325.03	
	TOTAL LIABILITIES		29,325.03

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	(32,896.88)	
	BALANCE - CURRENT DATE	(32,896.88)	
	TOTAL FUND EQUITY		(32,896.88)
	TOTAL LIABILITIES AND EQUITY		(3,571.85)

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

VEHICLES & EQUIP MAINTENANCE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
57-43-401 FROM GF-ADMIN	88.28	88.28	1,894.00	1,805.72	4.7
57-43-403 FROM GF-FINANCE	88.28	88.28	1,894.00	1,805.72	4.7
57-43-404 FROM GF-PLANNING	88.28	88.28	1,894.00	1,805.72	4.7
57-43-405 FROM GF-FIRE	588.56	588.56	12,628.00	12,039.44	4.7
57-43-406 FROM GF-POLICE	1,177.12	1,177.12	25,256.00	24,078.88	4.7
57-43-407 FROM GF-PW ADMIN	176.57	176.57	3,788.00	3,611.43	4.7
57-43-408 FROM GF-STREETS/ROADS	8,828.37	8,828.37	189,422.00	180,593.63	4.7
57-43-409 FROM GF-PROPERTY MAINT.	353.13	353.13	7,577.00	7,223.87	4.7
57-43-413 FROM GEN FUND-IT SVCS	88.28	88.28	1,894.00	1,805.72	4.7
57-43-451 FROM EF-HAULED WATER	18,245.30	18,245.30	391,472.00	373,226.70	4.7
57-43-452 FROM EF-HAULED SEWER	18,245.30	18,245.30	391,472.00	373,226.70	4.7
57-43-453 FROM EF-PIPED WATER	176.57	176.57	3,788.00	3,611.43	4.7
57-43-454 FROM GF-PIPED SEWER	176.57	176.57	3,788.00	3,611.43	4.7
57-43-455 FROM EF-BETHEL HGT WATER TRMT	176.57	176.57	3,788.00	3,611.43	4.7
57-43-456 FROM EF-CITY SUB WATER TRMT	176.57	176.57	3,788.00	3,611.43	4.7
57-43-460 FROM EF-HAULED REFUSE	4,414.19	4,414.19	94,711.00	90,296.81	4.7
57-43-461 FROM EF-LANDFILL OPERATIONS	4,414.19	4,414.19	94,711.00	90,296.81	4.7
57-43-470 FROM EF-PORT	176.57	176.57	3,788.00	3,611.43	4.7
57-43-475 FROM EF-BETHEL TRANSIT SYSTEM	.00	.00	25,256.00	25,256.00	.0
57-43-481 FROM GENERAL FUND-IT SVCS	1,177.10	1,177.10	.00	(1,177.10)	.0
TOTAL CHARGES FOR SERVICES	58,855.80	58,855.80	1,262,809.00	1,203,953.20	4.7
TOTAL FUND REVENUE	58,855.80	58,855.80	1,262,809.00	1,203,953.20	4.7

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

VEHICLES & EQUIP MAINTENANCE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>VEHICLE & EQUIP MAINT</u>					
57-50-501 SALARIES	26,339.47	26,339.47	426,203.00	399,863.53	6.2
57-50-502 OVERTIME	16.50	16.50	.00	(16.50)	.0
57-50-508 LEAVE CASHOUT	.00	.00	19,257.00	19,257.00	.0
57-50-511 MEDICARE FICA	408.55	408.55	6,180.00	5,771.45	6.6
57-50-512 EMPLOYEE GROUP BENEFITS	8,789.03	8,789.03	180,539.00	171,749.97	4.9
57-50-515 UNEMPLOYMENT	.00	.00	6,970.00	6,970.00	.0
57-50-516 WORKERS' COMPENSATION	.00	.00	13,794.00	13,794.00	.0
57-50-518 PERS	5,798.35	5,798.35	93,765.00	87,966.65	6.2
57-50-519 UTILITY BENEFIT	1,692.95	1,692.95	32,376.00	30,683.05	5.2
57-50-545 TRAINING/TRAVEL	.00	.00	15,000.00	15,000.00	.0
57-50-561 SUPPLIES	1,126.75	1,126.75	15,000.00	13,873.25	7.5
57-50-563 WEARING APPAREL	.00	.00	4,000.00	4,000.00	.0
57-50-600 TIRES & WHEELS	.00	.00	1,000.00	1,000.00	.0
57-50-601 VEHICLE MT. (PARTS & TOOLS)	2,752.56	2,752.56	4,000.00	1,247.44	68.8
57-50-602 GASOLINE / DIESEL / OIL	346.22	346.22	10,000.00	9,653.78	3.5
57-50-621 ELECTRICITY	.00	.00	12,000.00	12,000.00	.0
57-50-622 TELEPHONE	.00	.00	500.00	500.00	.0
57-50-626 WATER/SEWER/GARBAGE	.00	.00	6,220.00	6,220.00	.0
57-50-627 STAFF CELLULAR PHONES	25.29	25.29	.00	(25.29)	.0
57-50-669 OTHER PURCHASED SERVICES	.00	.00	10,000.00	10,000.00	.0
57-50-683 MINOR EQUIPMENT	.00	.00	30,000.00	30,000.00	.0
57-50-690 CAPITAL EXPENDITURES	34,292.81	34,292.81	203,000.00	168,707.19	16.9
57-50-721 INSURANCE	.00	.00	22,550.00	22,550.00	.0
57-50-724 DUES/SUBSCRIPTIONS	.00	.00	10,000.00	10,000.00	.0
57-50-799 MISCELLANEOUS EXPENSES	57.21	57.21	.00	(57.21)	.0
57-50-996 ADMIN OVERHEAD-IT SVCS	734.59	734.59	16,103.00	15,368.41	4.6
57-50-998 ADMINISTRATIVE OVERHEAD-GF	9,372.40	9,372.40	124,357.00	114,984.60	7.5
TOTAL VEHICLE & EQUIP MAINT	91,752.68	91,752.68	1,262,814.00	1,171,061.32	7.3
TOTAL FUND EXPENDITURES	91,752.68	91,752.68	1,262,814.00	1,171,061.32	7.3
NET REVENUE OVER EXPENDITURES	(32,896.88)	(32,896.88)	(5.00)	32,891.88	(65793

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

BETHEL ENDOWMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TRANSFERS</u>					
90-46-990 INTERFUND TRANSFER OUT-GF70%	.00	.00	(17,500.00)	(17,500.00)	.0
TOTAL TRANSFERS	.00	.00	(17,500.00)	(17,500.00)	.0
<u>MISCELLANEOUS</u>					
90-49-487 INVESTMENT INCOME	.00	.00	25,000.00	25,000.00	.0
TOTAL MISCELLANEOUS	.00	.00	25,000.00	25,000.00	.0
TOTAL FUND REVENUE	.00	.00	7,500.00	7,500.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	7,500.00	7,500.00	.0



CITY OF BETHEL

Post Office Box 1388
Bethel, Alaska 99559
Phone: 907-543-2047

TO: City Manager
FROM: Human Resources
SUBJECT: August 2020 Managers Report

DATE: 31 August 2020

Position	Number of Vacancies	Number of New Applications	Number Hired During Period	Number of Vacancies Remaining	Applicants in Review
Fire Chief	1	1	0	1	1
Finance Director	1	0	0	1	0
Asst Fin Dir	1	0	0	1	0
Police Lieut.	1	0	0	1	0
Police Ofc	1	0	0	1	0
Public Safety Dispatcher	1	0	1	1	0
Driver Hauled	5	0	1	5	0
Mechanic	1	0	0	1	0
Parts Clerk	1	0	0	1	0
TOTALS	13	1	2	13	1

Applications and Hiring:

HR received a total of 7 **Applications** in August

From those 7 Applicants:

- 1 Community Service Patrol Officer was hired (vice Mullai)
- 3 Account Specialist were hired (vice Worrock, Andrew, Camille)
- 1 Landfill Driver was hired (vice Phillips)
- 1 Hauled Utility Driver was hired (vice Chanar)
- 1 Admin Asst – PW was internally transferred from Finance (new position)

We currently have 9 job positions with a total of 13 openings, with 1 application under review.

BEACON Programs:

2 pre-employment test were conducted.

Reports of Injury:

There were no reports of injury

Administrative Actions:

Multiple routine PAR actions were executed.

Multiple yearly performance evaluations were submitted and processed.

Employee related announcements:

None

Training, Conferences and Seminars:

None

James P. Harris
Director, Human Resources



**CITY OF BETHEL
Fire Department**

Daron R. 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: August 31, 2020

TO: Lori Strickler, Acting City Manager

FROM: Daron Solesbee, Acting Fire Chief

SUBJECT: Management Report, August 2020

Current Events

- Chief Howell has decided to retire after almost 28 years of honorable service with the Bethel Fire Department. His last day was Friday, July, 31, 2020. Good luck with your future endeavors and enjoy retirement!
- Daron Solesbee is the Acting Fire Chief, effective 08/21/2020.
- Thomas Haviland is the Acting Fire Captain, effective 08/21/2020.
- The Department has completed its annual NFPA ground ladder and fire hose testing. Annual testing of the Department's fire pumps is underway. Annual testing of fire hydrants have been completed. Underwriter's Laboratories, Inc. has been scheduled to travel to Bethel to test our fire pumps on October 8 and 9.

Community Planning/Preparedness

- The department is working under the Operations Section of the Emergency Operations Center. Acting Fire Chief Solesbee is currently serving as the Operations Section Chief and Acting Fire Captain Haviland is the Deputy Operations Section Chief. Currently, staff are trained in precautions and PPE is used on all EMS incidents.
- Bethel Fire Department has been selected as a test site for the new Medicaid Supplemental Emergency Medical Transport (SEMT) program. The City of Bethel will receive training from AP Triton in the coming months for program implementation and management. This program will allow for the Department to

receive 50% of the uncompensated costs of Medicaid EMS transports from the federal government.

- Fire department staff members are conducting pre-incident planning inspections for various commercial and assembly occupancies. This information will be crucial, should an emergency incident occur at these locations.

Training

- Fire and EMS responder training is crucial to ensure operational and response readiness. In-person training will continue and all participants shall wear face masks and adhere to the department's social distancing policy.
- On 08/04/2020 at 7:00 p.m. an EMT Meeting was held at the fire station. Responders reviewed EMS operations and Emergency Department communications.
- On 08/13/2020 the Fire Meeting was cancelled.
- On 08/18/2020 the EMT Meeting was cancelled.
- On 08/27/2020 at 7:00 p.m. a Fire Meeting was held at the fire station. Responders reviewed the TriMax 3 CAFS system and conducted live fire suppression drills.
- On 08/28/2020 at 11:00 a.m. a Staff Meeting was held at the fire station. Personnel reviewed current department events and assigned individual work projects.

Responses

- Between 08/01/2020 and 08/31/2020, the Bethel Fire Department responded to 115 EMS and 10 Fire incidents.
- On 08/01/2020 at 2:23 p.m., medics responded to the report of a person having a stroke. The patient was assessed, treated, and transported to the hospital
- On 08/11/2020 at 12:47 a.m., medics responded for the report of a person having a heart attack. Medics found one person who was pronounced dead on scene.
- On 08/17/2020 at 5:26 a.m., firefighters responded to the report of smoke and flames showing from a window. Firefighters observed no smoke or fire and obtained information. Firefighters cleared scene.

- On 08/19/2020 at 4:45 p.m., medics responded to the report of a person with severe respiratory distress. The patient was assessed and transported to the hospital.

Budget/Financial

- The department is operating within budget.
- The department is in the process of purchasing a new PPE gear extractor and dryer with C.A.R.E.S. Act funding.

Grants

- The Department has submitted an invoice to YKHC Injury Control & EMS for the Phase 18 Code Blue Grant reimbursement of \$45,000 for the remount of Medic-5 to a new chassis. **This request is still pending.**
- The Department will continue to seek grant funding for the fire training tower replacement, BLEVE prop, additional staffing, vehicles, and equipment.

Staffing/Recruitment

- The City of Bethel has started the recruitment process for a new Fire Chief.
- Shanna Mendenhall was hired to fill the Firefighter Intern position. Shanna was a former Firefighter Intern in summer 2019 and recently returned from U.S. Army basic training at Fort Sill, OK and Advanced Individual Training (A.I.T.) in San Antonio, TX as a 68W Combat Medic. She is certified as a State of Alaska EMT-1 and NREMT. Welcome back to our team, Shanna!

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.
- Underwriter's Laboratories, Inc. will perform fire pump testing from October 8-9, 2020. Staff will perform vacuum and drip rate tests prior to flow testing.

FIRE DEPARTMENT VEHICLE STATUS			
Vehicle	Type	Year	Status
Medic 4	Ambulance	1999	<i>(Backup ambulance)In service.</i>
Medic 5	Ambulance	2019	BFD staff are currently outfitting this ambulance and conducting Driver/Operator training before being placed into service. Tags and registration received from V&E.

Medic 6	Ambulance	2017	<i>(Frontline Ambulance)</i> In service. Driver's side rear Liquid Spring Suspension strut was replaced by FF Wenger. Back-Up camera is not functioning (wiring/connection issue). 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)</i> In service, Seat belt sensor silenced but still needing repair by V&E. Generator is experiencing frequent 20A fuse blowouts. Pump packing rings need to be tightened and/or replaced. The pressure and vacuum test ports on the pump control panel have stripped threads; replacement parts have been ordered. Discharge #3 is leaking; ball valve repair kits have been ordered.
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. Pump packing rings need to be tightened and/or replaced. Currently out of service at the V&E department to replace the driveshaft.
Truck 1	Ladder Truck	2017	In service. DEF sensor malfunction was repaired by V&E. The aerial desiccant plugs were replaced and hydraulic pump was repaired by V&E.
Com 1	Pickup	2014	In service. Mirror adjustment button inoperable. Replacement ordered.
Com 2	Pickup	2004	In service. Needs replacement.

Memorandum

Date: September 1, 2020

To: Lori Strickler, Acting City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



August 2020 Current Events

Items are organized into a ***purchasing agent*** section and an ***IT director*** section.

Purchasing Agent

- **Request for Bids (RFB) Business:**

The following RFBs have closed –

- 1) YKFC Emergency Repairs – Closed on 8/19/20, being presented for Council approval on the first meeting of September. Winning bidder – Wolverine Supply Inc.

- **Vehicle Surplus Auction:**

The City held an auction for a collection of surplus City vehicles that ended on 8/6/20. There were a total of thirty four (34) bids submitted. Six (6) individuals won vehicles. Nine (9) of the seventeen (17) vehicles available for bids sold.

- **Classification and Compensation RFB Posted:**

A request for proposal was posted soliciting an independent contractor to perform a review of the City's benefits and pay scales as they compare Bethel's cost of living. This RFP is set to close in early September.

- **COVID-19 Layover Lodging RFB Posted:**

A request for bids was posted soliciting an independent contractor to take over operations of the City's COVID-19 Layover Lodging program that offers transit, meals, and lodging to travelers laying over in Bethel on their way to villages. This RFB is set to close in early September.

IT Director

- **Server Refresh Project Started:**

Most of the progress on this project during August has been waiting for all the equipment to arrive. Arctic IT will physically make the trip out to begin the actual work of setting up the new hardware and getting City data migrated over during the final week of August into the first week of September.

Memorandum

Date: September 1, 2020

To: Lori Strickler, Acting City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



- **Phone System Replacement Project Started:**

I received the final numbers for this project and was able to pull the trigger to get it started. Equipment will start being ordered and sent out and I hope to have the physical replacement start somewhere in October.

- **Office 365 Migration Project Started:**

Arctic IT has started the background work for this project. This piece of it will be transparent to users and they will keep accessing their G-Suite email accounts as normal for now. Once all data has been copied over to Microsoft's servers, users will be instructed to access their email through a different web client until Arctic IT can help me get Office 365 installed across all workstations in the City.

- **Normal Business:**

Other than taking progressive steps on the three major IT projects for this fiscal year, the rest of the month has been spent handling everyday business such as user in-processing/out-processing, helping users with printing and scanning issues, and investigating problems with various equipment.

Future Plans

- **Hauled Utility Digitization:**

The Public Works Director approached me to see if it would be possible to digitize more of their operation so they can electronically contact customers right as they receive a service and also to make it easier to give reports to the Hauled Utility foreman. Following the wrap-up of my three current projects, I will look into seeing what options are available to us that will actually work in Bethel.

- **Network Drops at Public Works and Fire Dept:**

Another project I will look into once the current ones are completed are to add network drop locations in Public Works. They have added several office positions recently and I have had to give them makeshift network access using processes I would rather not employ on a long-term basis. Proper network drops will alleviate this. I will also need to add network drops in the fire station for the purposes of their EOC/classroom.

To: Lori Strickler, Acting City Manager

From: Ted Meyer, Planner

Subject: August Manager's Report

Date: August 31, 2020

SUBDIVISIONS

ONC Ciullkulek Subdivision

Construction of the Ciullkulek Subdivision access road started in mid-May. Construction temporarily stopped in August.

Blue Sky Estates Subdivision

Road construction is scheduled to begin in September.

Tanqik Subdivision

DOWL reviewed the proposed subdivision agreement and it is currently being reviewed by City staff. Once negotiated, the goal is for the agreement to be presented to the Planning Commission on September 10 for recommendation to the City Council.

Tract N Subdivision (at the west end of Tundra Ridge)

Staff developed a proposal with DOWL assistance to ensure compliance with BMC road constructions standards. The latest draft will be sent to the City Attorney for another look.

SITE PLAN PERMITS

Five applications were approved in August, with five pending.

PRELIMINARY PLAT

Staff is currently reviewing a preliminary plat for eventual development of a 10-parcel project in southwest Bethel.

CODE ENFORCEMENT

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

PLANNED DOT&PF ROAD CONSTRUCTION PROJECT

DOT&PF continues to work on ROW issues regarding the planned road access project that would connect Tundra Ridge with BIA Road. Survey Firms started preliminary work in July and continued work into August. A conceptual Right-of-Way Acquisition Plat was emailed to the planning department for comment on August 27.

BETHEL EMERGENCY OPERATIONS CENTER BUSINESS

Planning staff, in their role as EOC Logistics, continue to order Personal Protective Equipment and sanitary supplies from the State EOC and from commercial vendors as well.

STAFF INTERVIEW

Staff sat on the interview committee for interview of a candidate for Assistant Finance Director on August 28.

CITY OF BETHEL POLICE DEPARTMENT



August 2020 Monthly Report

Personnel:

Current Staffing			
Position	Allocated	Staffed	Vacant
Community Safety Patrol	3	2	1
Community Service Officer	2	2	
Administrative Assistant	2	2	
Dispatcher	5	4	1
Dispatch Supervisor	1	1	
Peace Officers	16	12	4

Current peace officer vacant positions are the newly grant funded school resource officer, one patrol officer, one police sergeant (Sgt Cash resigned this month) and one police lieutenant. It is anticipated that the sergeant vacancy will be filled internally, and the vacancy will revert to a patrol position. BPD has submitted a 'Request to Hire' for the CSP. One new dispatcher started this week. We are working backgrounds for two sworn positions. Inv. Pavil continues to serve well as acting lieutenant.

Operations:

Operations				
	Aug 2020	July 2020	Aug 2019	2020 Total
Calls	1267	1370	1580	8827
Reports	109	107	111	807
Intoxicated Pedestrian Calls	207	262	425	1370
Driving Under Influence Calls	16	18	17	94
Domestic Violence Reports	32	28	29	235
Animal Calls	45	41	34	348
Animal Bite Reports	2	4	4	20
Death Investigation Reports	2	0	3	16

The decrease in overall calls from last year to this year is still the lingering effects of closing the liquor stores. Note however that report calls, thus reported crime, has remained consistent. Sworn and CSO call load remains similar to last year, while grant funded CSP call load has seen a decrease. No other significant trends noted.

PORT OF BETHEL

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



TO: Lori Strickler, Acting City Manager
FROM: Allen Wold, Port Director
SUBJECT: August 2020 Managers Report

- **Small Boat Harbor**

- Picking up drift, cutting grass/trees, and picking up around dumpsters.
- Taking boats out of Storage off the pipes still.
- Monitoring tagged vehicles with impound signs that seem to have been abandoned.
- Bilging boats out and calling owners to take care of their own boats. Customers complaining that we don't bail their boat out enough. We bail/bilge boats out of courtesy.
- We are down one Port Attendant due to school, and we are expecting another one to leave at the end of the month.

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

- 2 mainline barges (AK Logistics and AML) 9.4 million lbs.
- Repairing weather port and our office connex.
- Tugs/barges (M/V Takotna River and M/V Warhorse) pulled up to Beach 1 to be repaired.

- **Port Office**

- Property Maintenance checking on building daily, loss of hot water- currently under repair. Air conditioner for the server room also being repaired.
- Installing VHF and camera antenna.
- Cleaning office daily with disinfectant.

- **Admin**

- Monthly storage/wharfage/moorage billing for customers.
- Safety meetings with crew. Meetings with the Directors and City Council Meetings.
- Working on Brown Slough Excavation Project Paperwork.

- **Seawall**

- Daily checks along seawall, consistent clean up replacing life rings and line that go missing.
- Welded and tightened cable fencing on Lower Access Road below Mission Road.
- Adding more rip rap (armor rock) along rock wall.
- Ripping out trees along rock seawall on Lower Access and Beach 2.
- Added gravel to the trail of Lower Access.

- **Misc.**

- Inventory of tools, cleaning supplies, etc. in office and shops.
- V&E working on our heavy equip.
- Streets and Roads using our heavy equipment.
- New truck is in our possession, waiting on insurance before we use it.



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: 08.31.2020
TO: Lori Strickler, Acting 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 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
- Working on replacing P.D. sewer line.
- Been working with Fire Dep. on getting hydro testing done.
- We been cutting brush by the PD line getting ready to install new sewer line
- All three 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 due to two of the vehicles are more than 10 years old

Road Maintenance:

Streets and Roads dug up the asphalt from 9101 Ptarmigan Street through to 9114, and from 9123 through to 9151 in Tundra Ridge Subdivision. We hauled 112 dump truck loads of asphalt to the Landfill, from there laid down 1,520 tons of D-1 gravel to cap off Ptarmigan Street, grading it in, and compacted it.

Streets and Roads hauled in 4,300 more tons of D-1 gravel from Knik to the City Shop pile. This is approximately ½ of the gravel we ordered that we will get this year. We will haul the other ½ when they let us know, we can.

Streets and Roads is finished hauling cover to Landfill's cover pile planned to be utilized this winter. Two hundred fifty-five dump truck loads hauled this month to complete the Landfill pile.

Street and Roads has been working on maintaining the roads in Tundra Ridge, Blueberry Subdivision, BNC Subdivision, Housing, and Kasayuli Subdivision. We will be doing this through to next month and before freeze up.

Property Maintenance: Update to the ADA Compliant Ramp at Public Works



Vehicles and Equipment:

Ten (10) Vehicles were sold in this year's Surplus Auction totaling in \$22,284.11. List of items sold: 1998 Nissan, 1998 Ford Watering Truck, X200H Backhoe, 1997 Ford F250, 1997 Sterling Water Truck, 2007 Ford Expedition, 2011 Ford Escape, 2011 Ford Escape, and 2004 Ford Expedition.

Landfill / Recycle Center:

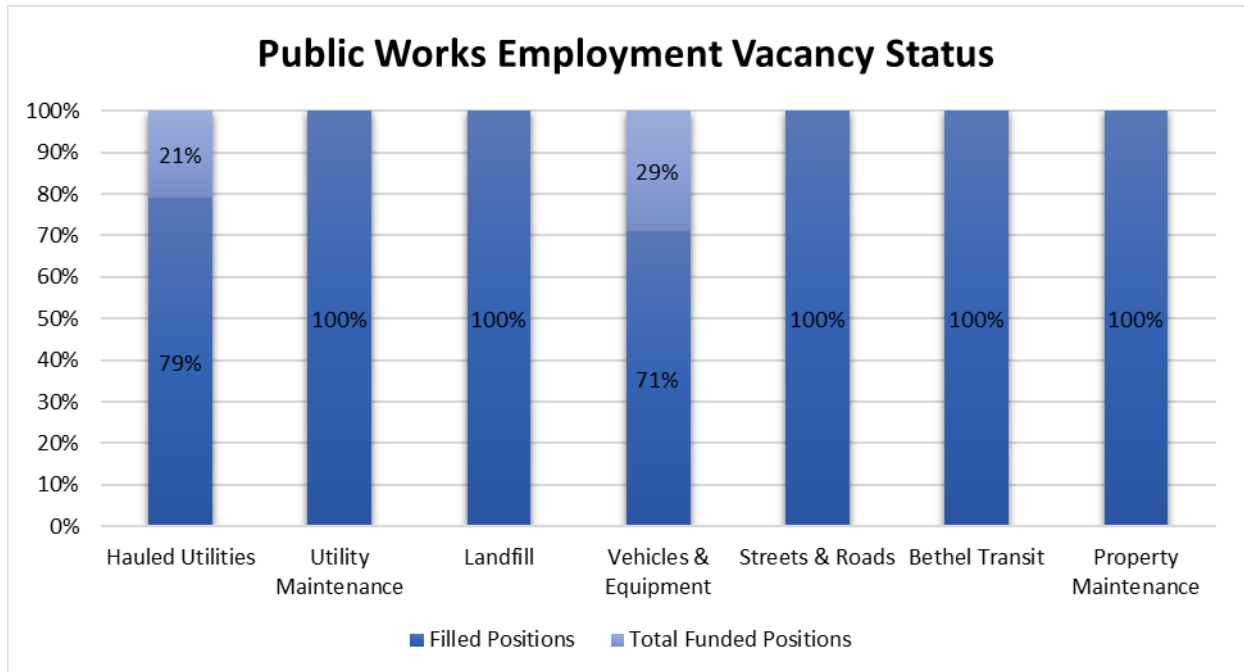
Landfill has been hard at work keeping everything running smoothly. Eight of our new dumpsters have been placed around town.

There have been several vehicles replaced around town. Our new dump truck and driver helped haul a bunch of the City's gravel. We have been covering dumpster trash on a consistent time frame.

Water Plant Operations:

- Bethel Heights Water plant
 - Standard daily rounding with nothing significant to note.
- City Sub Water Plant
 - Daily rounds to building for boiler checks and heat output.

Staffing Issues/Concerns/Training: Chart Updated 8/28/2020



Department	Hauled Utilities	Utility Maintenance	Landfill	Vehicles & Equipment	Streets & Roads	Bethel Transit	Property Maintenance
Filled Positions	15	9	4	5	5	3	5
Total Funded Positions	19	9	4	7	5	3	5



Bethel Transit System
PO Box 1388
370A 4th AVE
Bethel, AK 99559-1388
www.cityofbethel.net
(907)543-3039

August Transit Report

Good morning, the August report for Transit is as such. There was (1) no incidents to report regarding a passenger who passed out on the bus August 7th where both the Bethel Police Department, and Bethel Fire Department were called. An email regarding the incident was sent the same business day to Public Works. I have been able to streamline the daily input requirements to my liking in order to ease the needs for AKDOT/BlackCAT.

Ridership has slowly but surely increased throughout the month, even with the headaches dealing with road construction along the entire length of Chief Eddie Hoffman Highway. However, it is still way down due to lingering effects of the COVID-19 emergency.

Several new policies were enacted by Public Works this month for the traveling public and the driver's safety, and all employees have signed and agreed to these. An emergency operations/contingency plan for Bethel Transit was requested, and produced. I have not heard back from Public Works as to whether or not the plans devised were sufficient.

Attached in the pages following are the various statistics current as of today for ridership and maintenance requirements, along with the email regarding the (1) incident on 8/7/2020.

James Ferguson
Bethel Transit Manager

August Originations	TOTALS	August Destinations	TOTALS	Weekly Totals	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Month Totals
AC Store	110	AC Store	173	Hours Per Day	4	56.5	56.5	56.5	56.5	10.5	240.5
TWC	2	TWC	5	\$1 Passengers	0	36	20	28	14	0	98
Public Works	10	Public Works	16	\$2 Passengers	1	9	14	4	3	0	31
Aka/Ptar	91	Aka/Ptar	68	\$3 Passengers	4	33	39	26	27	0	129
Pt Quick Stop	0	Pt Quick Stop	2	# Disabled Passengers	8	52	48	61	39	0	208
Uivuq Sub	53	Uivuq Sub	42	\$Fares Per week	14	124	122	78	77	0	415
Park. Ave	1	Park. Ave	2	\$Passes Per Week	15	209	165	101	103	0	593
3rd Road	17	3rd Road	0	\$MonthlyPasses	0	84	36	30	21	0	171
Mormon Church	36	Mormon Church	36	Mileage per day	53.2	757.9	682.1	729.1	424.3	0	2646.6
Ptar.&Kaligtuk	35	Ptar.&Kaligtuk	27	Revenue Miles	54	764.5	764.5	764.5	764.5	142.1	3254.1
AVCP Apt.	90	AVCP Apt.	50	Low Sulfur Diesel	0	0	0	0	0	0	0
Ayalpik Apt.	167	Ayalpik Apt.	76	Gas used	6.773	99.289	87.204	103.43	53.577	0	350.273
Ridge&Akakeek	7	Ridge&Akakeek	5	Passes Sold	Total						
U.P. Church	81	U.P. Church	109	Adult Monthly - \$60	2						
Bethel City Hall	2	Bethel City Hall	3	Youth Monthly - \$30	0						
Mission&Ridge	0	Mission&Ridge	0	Senior Monthly - \$25	0						
POOL/YUUT	0	POOL/YUUT	0								
Mission&Akiak	0	Mission&Akiak	0	ONC Monthly Senior - \$25	43						
City Hall	1	City Hall	0	ONC Monthly Adult Chaperone - \$60	9						
Cultural Center	1	Cultural Center	11								
Hospital	88	Hospital	101	TWC- Daily \$5	300						
PreMaternal	0	PreMaternal	3	TWC - Adult Trip \$3	300						
Post Office	274	Post Office	282	TWC - Child Trip \$2	300						
GCI/ONC	13	GCI/ONC	13								
Q-2	2	Q-2	6	OCS - Adult Monthly - \$60	1						
YK Admin	5	YK Admin	6								
Covenant Church	8	Covenant Church	21	Active Bus Service - Vehicle 440							
1st National Bank	6	1st National Bank	16	Oil Change - 8/22 @ 24,156.9 miles							
Swanson's	36	Swanson's	70								
Corina's	55	Corina's	53								
East Ave	5	East Ave	8								
Hanger Lk Rd	6	Hanger Lk Rd	2								
AC Apartments	14	AC Apartments	4								
3rd Ave/Sam's	8	3rd Ave/Sam's	14								
TOTAL	1224	Total	1224								

City of Bethel, Alaska

City Clerk's Office

Council Meetings

September 8, Regular City Council Meeting

September 22, Regular City Council Meeting

Elections

Coordinating with precinct hosts LKSD and the University of Alaska on the set up and precautions for the October Election.

Working with LKSD to identify a new location for the Precinct 1 location.

Safe Election Plan

Extend early voting opportunities in advance of Election Day.

Continue to offer voting opportunities for elders at long term care facilities and apartments.

Documents

Budget Ordinance 20-12 b.

Emergency Ordinances 20-26, 27, 28.

Ordinance for Bethel Winter House Land Transfer

AM Lease with KYUK.

Misc.

Providing agency support to Bethel Community Services Foundation on grant review program.

Advertisement of Interim City Manager

With support from HR, notice of interim City Manager has been posed on the City's website and Facebook with a closing date of September 18. I recommend the Council hold a special meeting on the 21 to evaluate the applicants and hold interviews on the 22nd for the hiring to be effective the 23rd.

CITY OF BETHEL

Safe Election Plan



We are committed to our voters and want to provide them an opportunity to cast a meaningful ballot in Bethel without putting their health at risk.

The Centers for Disease Control provided these guidelines for safe elections:

The more an individual interacts with others, and the longer that interaction, the higher the risk of COVID-19 spread. Elections with only in-person voting on a single day are higher risk for COVID-19 spread because there will be larger crowds and longer wait times. Lower risk election polling settings include those with:

- a wide variety of voting options
- longer voting periods (more days and/or more hours)
- any other feasible options for reducing the number of voters who congregate indoors in polling locations at the same time

To follow these guidelines, the City of Bethel, City Clerk's Office has prepared this Safe Elections Plan.

1. **Promote and maximize vote-by-mail and early voting to reduce congestion at the precincts;**
2. **Personal Protection Equipment will be provided to all election workers and voters who need;**
3. **Floor plans of polling locations will be optimized for safety and social distancing.**

Ways to Vote in Advance of Election Day

We have increased accessibility for our voters so they can cast their votes quickly and conveniently in advance of Election Day.

This year the Bethel City Council passed an **Early Voting** option which is different from **Absentee in Person Voting**; the City's previous pre-election day voting method. With **Early Voting**, the ballot is counted instantly and the voting process is similar to that of Election Day; the election officials verify voter registration at the early voting site, and the voter casts their ballot into the voting machine. Unlike **Absentee in Person Voting**, the voter will not be required to sit down for a period of time and fill out various forms, and the Canvas Board at the end of the election will not be required to gather in person and hand count these ballots.

Early Voting Dates

September 21st to October 5th, 2020

Monday through Friday

8:30a.m. to 5:00p.m

Extended Hours and Days:

Thursdays will be open until 6:00p.m.

Saturday October 3rd 10:00 a.m. - 2:00p.m.

Vote By-Mail

Voters may also apply for a Vote By-Mail ballot by September 26th just as long as their ballot is returned by mail before October 8th.

Special Needs Voting

Special Needs Voting is also an option which permits a representative to pick up a ballot on behalf of someone else, take the ballot and oath to the voter for voting, and then return to the polling location to deliver the ballot on behalf of the voter.

Electronic Transmission of Ballot Application

Voters may apply for an electronic transmission of a ballot by September 29th. This application will allow election officials to email you a ballot which you can print and return by email before 8:00 p.m. on Election Day. This option does waive the voter's right to a confidential ballot as two election officials will have to transfer the votes onto a ballot.

Personal Protection Equipment for Everyone

All election officials and voters will have face masks and gloves on while in the precinct. Hand sanitizer and disinfecting wipes will be available and used often.

The precinct location will be limited in occupancy depending on the space. Once occupancy has reached max capacity, the election officials will require voters wait outside the precinct until the space has cleared.

When voters enter the voting site there will be a table with hand sanitizer, face masks and gloves. Each voter is asked to sanitize, put on gloves and a facemask before entering the polls. On Election Day, there will be an official seated at the table to ensure no one enters the space without proper PPE. The poll locations will be set up to prevent congestion at the entry and exit points. To decrease the time the voter will spend waiting in line, the precinct registers will be divided in half to allow for two voter lines. To limit person to person contact, the voter will sign the register and be issued a ballot and pen for voting by the same person.

The plastic voting booths will be arranged to prevent close contact with other voters and election officials. Once the ballot is marked, the voter will place their ballot in the ballot box, drop their used pen in the used pen box, and take their sticker. A trashcan will be set outside the precinct for the gloves to be thrown away.

We are hopeful our Bethel Voters will take advantage of the extended opportunities to cast their ballot before Election Day. As the CDC's guidelines state, we have to eliminate congestion at the polls to protect each other.

FACE MASKS REQUIRED

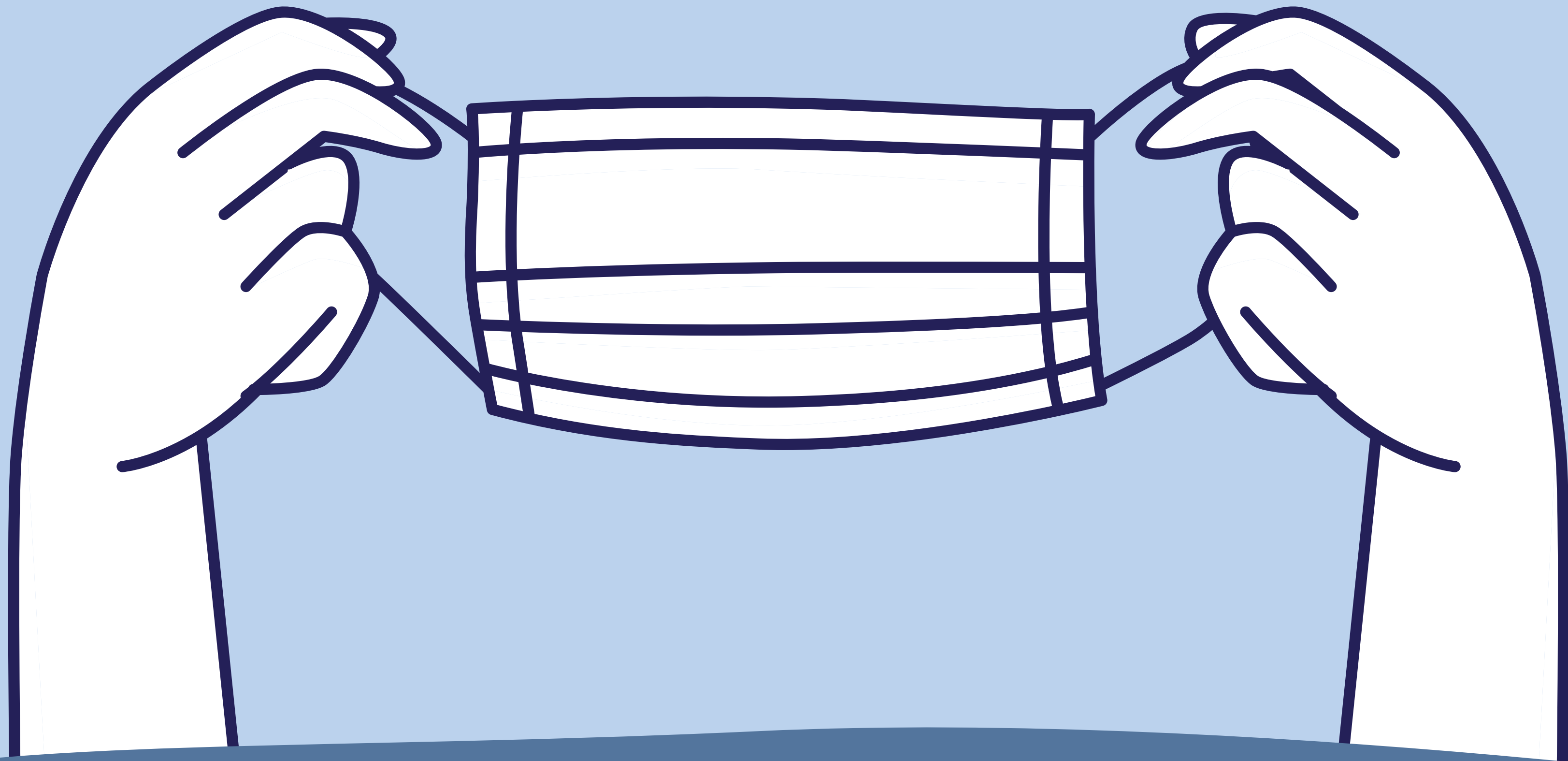


WHERE ARE THEY REQUIRED?

- Inside of, or in line to enter, any indoor public spaces;
- Obtaining services from a healthcare facility;
- Waiting for or riding on public transportation or while in a taxi or bus;
- Engaged in work, whether at the workplace or performing work off-site, when:
 - Interacting in-person with any member of the public;
 - Working in any space visited by members of the public, regardless of whether anyone from the public is present at the time;
- Working in any space where food is prepared or packaged for sale or distribution to others;
- Working in or walking through public common areas, such as hallways, stairways, elevators, and parking facilities;
- In any room or enclosed area where other people (except for members of the person's own household or residence) are present when unable to physically distance;
- Driving or operating any public transportation or taxi service or ride-sharing vehicle;
- While outdoors in public spaces when maintaining a physical distance of six feet from persons who are not members of the same household or residence is not feasible.

EXEMPTIONS.

- Persons younger than two years old;
- Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;
- Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication
- Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines;
- Persons who are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service;
- Persons who are seated at a restaurant or other establishment that offers food or beverage service, while they are eating or drinking, provided that they are able to maintain a distance of at least six feet away from persons who are not members of the same household or residence;
- Persons who are engaged in outdoor work or recreation such as swimming, walking, hiking, bicycling, or running, when alone or with household members, and when they are able to maintain a distance of at least six feet from others; and
- Persons who are incarcerated. Jails and community residential centers, as part of their mitigation plans, will have specific guidance on the wearing of face coverings or masks for both inmates and staff.



MASKS REQUIRED

FOR THE HEALTH AND SAFETY OF YK DELTA!

City of Bethel Mandate EO 20-27



TAXI TRANSPORTATION COVID-19 Testing Requirements FROM ALASKA AIRLINES TERMINAL

To Obtain a Ride You Must:

- Show proof of negative COVID-19 test within the last 72 hours; or
- Show proof of COVID-19 test from YKHC at the Alaska Airlines Terminal.

City of Bethel Mandate EO 20-26



CITY OF BETHEL

CITY ATTORNEY NEGOTIATED AGREEMENT

This Employment Agreement (Agreement) entered into this 25th day of February 2020, by and between the City of Bethel, Alaska, a municipal corporation, hereinafter referred to as "City" and Elizabeth M. Bakalar, an individual, hereinafter referred to as "Employee or City Attorney." Under this Agreement, the City offers, and Employee accepts, employment as City Attorney of the City.

Section 1 Duties

- A. City hereby agrees to employ Elizabeth M. Bakalar as City Attorney of the City, effective March 16, 2020, to perform the functions, powers, and duties specified in AS 29.20.370 and the Bethel Municipal Code, as well as other legally permissible and proper duties and functions as the City Council shall from time to time assign.
- B. Employee shall faithfully perform the duties of City Attorney outlined in Title 29 of the Alaska Statutes, the Bethel Municipal Code, and other legally permissible and proper duties and functions that the Council shall from time to time assign. Furthermore, the Employee must be a member, and maintain membership, in good standing with the Alaska Bar.

Section 2 Term

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

Section 3 Salary and Benefits

- A. Compensation. City agrees to compensate Employee an annual base salary of \$137,000 payable in installments at the same time that the other management employees of the City are paid. Employee's base salary shall be increased annually between zero (0) and three (3)

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

- B. Health and Medical Benefits Insurance. Employee shall be allowed to participate in the City employee's Life Insurance group coverage plan, Accidental Death & Dismemberment, Short Term, Long Term Disability, Dental, Vision and Health Insurance program equal to that which is provided to all other management employees.
- C. Pension. The Employee will be enrolled in the Alaska Public Employees Retirement System (PERS) at a rate equal to that which is provided for all other employees of the City.
- D. Personal Time Off (PTO). Upon Employment, the Employee will begin with 80 hours of PTO with the City. PTO shall accrue at the rate of twenty (20) hours per month of service. PTO can be accumulated up to a maximum accrual of three hundred fifty (350) hours. Employee shall use a minimum of One Hundred Sixty (160) hours per year. PTO should be requested two (2) weeks in advance. The City does not recognize or endorse "comp time." Unscheduled PTO shall be utilized only for the illness of the Employee or illness in the Employee's immediate family. Should the Employee be absent for more than three (3) consecutive working days, the Employee shall be required to provide a physician's certificate to the Mayor. PTO is a benefit with no cash value. PTO may not be cashed-in, borrowed against, or withdrawn at any time during or following employment.
- E. Jury Duty. If Employee is called for jury duty or subpoenaed as a witness in court, leave shall be governed by BMC 3.60.070 (Court leave), as amended.
- F. Holidays. All holidays recognized by the Employer shall be granted to the Employee. It is understood that from time to time, Employee's duties may require her to work on such holidays at no additional compensation.
- G. Family Medical Leave. Employee may become eligible for family medical leave pursuant to federal and state law. Upon eligibility, Employee shall have all the rights and protections of the Family Medical Leave Act as any other regular full-time employee of the City.
- H. Workers' Compensation. If the Employee is injured on the job, she will be entitled to compensation benefits as provided by the Alaska Workers' Compensation Act.
- I. Administrative Leave. The Employee may be granted administrative leave with pay by a majority vote of the Council for reasons specified, including attendance at professional conferences.
- J. Emergency Leave. The City agrees to grant the Employee up to forty (40) hours of leave for the death or serious illness of an immediate family member. For the purposes of this type of leave, Employee's immediate family member includes the spouse of Employee, child, son-in-law, daughter-in-law, parent, father-in-law, mother-in-law, sibling, or grandchildren.

- K. Military Leave. Employee shall be entitled to military leave in accordance with State law, including but not limited to AS 39.20.340, and Federal law, including but not limited to USERRA.
- L. Cell Phone. The City will provide Employee with a cell phone for use in the performance of her official duties. While some personal calls may occur, the cell phone is issued for City purposes and any information gathered or stored on the cell phone is subject to public disclosure. The Employee is responsible for any charges in excess of the basic monthly service fee.

Section 4 Hours, and Day of Work

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

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

Section 5 Telework Requirements

- A. The Employer agrees to employ Employee under an ongoing telework arrangement at the request of the Employee, and due to the Employee's convenience unrelated to personal health.
- B. In association with this ongoing telework arrangement, the Employee is responsible for maintaining a safe work environment and shall provide the Employer with an annual work location safety survey and photos and/or video of the workspace.
- C. Employee shall adhere to the City's IT policies and work with the IT Department to ensure secure remote operations and technological compatibility. It is the Employee's responsibility to protect and manage the records and information stored by Employee.
- D. Employee agrees to travel to Bethel from time to time at the request of the City Manager, City Clerk, or City Council as necessary to fulfill Employee's duties under this Agreement and based on the needs of the City. Employer agrees to apply the same travel policies and reimbursements to this travel applicable to any other employee of the City traveling on official City business.

family. Should the Employee be absent for more than three (3) consecutive working days, the Employee shall be required to provide a physician's certificate to the Mayor. PTO is a benefit with no cash value. PTO may not be cashed-in, borrowed against or withdrawn at any time during or following employment.

- F. Jury Duty. In accordance to BMC 3.60.070 Court Leave, as amended.
- G. Holidays. All holidays recognized by the Employer shall be granted to the Employee. It is understood that from time to time Employee's duties may require him/her to work on such holidays at no additional compensation.
- H. Family Medical Leave. Employee may become eligible for family medical leave pursuant to federal and state law. Upon eligibility, Employee shall have all the rights and protections of the Family Medical Leave Act as any other regular full-time employee of the City.
- I. Worker's Compensation. Should the Employee become injured on the job, he/she will be entitled to the compensation benefits as provided by Alaska's Worker's Compensation Act.
- J. Administrative Leave. The Employee may be granted administrative leave with pay by a majority vote of the Council for reason's specified, including attendance at professional conferences.
- K. Emergency Leave. The City agrees to grant the Employee up to forty (40) hours of leave for the death or serious illness of an immediate family member. For the purposes of this type of leave, Employee's immediate family member includes the spouse of Employee, child, son-in-law, daughter-in-law, parent, father-in-law, mother-in-law, brother and sister and grandchildren.
- L. Cell Phone. The Employee will be provided a cell phone for use in the performance of his or her duties. While some personal calls may occur, the cell phone is issued for City purposes and any information gathered or stored on the cell phone is subject to public disclosure. The Employee is responsible for any charges in excess of the basic monthly service fee.
- M. Relocation Bonus. The City agrees to pay Employee a relocation bonus in an amount equal to \$20,000 (subject to any applicable tax and other required withholdings) on the first regular payroll date following the Effective Date to cover Employees relocation-related expenses.

If Employee voluntarily terminates employment prior to the completion of two years of services with the City, the Employee will reimburse the City the Relocation bonus according to the following rates and schedule:

- 100% if employed for less than 6 months
- 75% if employed for 6 months but less than 12 months

Section 6 Performance Evaluation

Employee shall be evaluated, in writing, by the Council within six (6) months of commencing employment and then annually thereafter on or about the anniversary date of hire.

Section 7 Outside Employment

Except as otherwise provided in this section, outside employment and business pursuits are prohibited unless first authorized by the Council. Any outside employment or business pursuits other than those authorized by the Council must occur while Employee is on leave and/or outside the regular business hours of the City. Notwithstanding the foregoing or any authorization by Council, the Employee is required to perform the duties of the Employee when the interests of the City require, without regard to regular work hours or days or the competing needs of the Employee's outside employment or business permits. Consistent with this section, Employee is expressly permitted to retain and complete the limited outside legal employment for she was retained prior to the date of this Agreement. Such work shall not interfere with Employee's duties under this Agreement, nor will it create any conflict of interest under either the BMC or the Alaska Bar Rules of Professional Conduct. Any other form of outside employment must be approved by the City Council, consistent with BMC 2.05.070.

Section 8 Termination and Severance

- A. Termination for Cause. If the Employee is terminated for cause, the Council shall include a statement of cause in a notification of termination of Employee.
- B. Voluntary Resignation. If the Employee voluntarily resigns her position with the City, the Employee shall give the City thirty (30) days advance written notice.

Section 9 Notices

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

EMPLOYER – CITY OF BETHEL

Attn: Mayor

P.O. Box 1388

Bethel, AK 99559

EMPLOYEE – Elizabeth M. Bakalar

211 Fourth Street, Suite 108

Juneau, AK 99801

Section 10 General Provisions

- A. The text herein shall constitute the entire agreement between both parties.

- B. Any modification or amendment shall be enforceable only if approved by a majority vote of the Council in a duly convened public session and if transcribed to a written document signed by both parties.
- C. Employee shall not assign or transfer any interest in this Agreement without the prior written consent of City.
- D. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.
- E. The failure of the City at any time to enforce a provision of this Agreement shall in no way constitute a waiver of the provisions, nor in any way affect the validity of this Agreement or any part thereof, or the right of the City thereafter to enforce each and every protection herein.
- F. This Agreement is being executed by the parties following negotiations between them. It shall be construed according to the fair intent of the language as a whole, not for or against any party. The titles of sections in this Agreement are not to be construed as limitations or definitions, but are for identification purposes only.
- G. The Council, in consultation with Employee, shall fix any other such terms and conditions of employment as it may deem necessary from time to time relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City Code or any other applicable state or federal law.
- H. This Agreement shall be governed by the laws of the State of Alaska and the City of Bethel. Venue for any litigation shall lie in Bethel, Alaska. Employee expressly waives any rights she might otherwise have as provided in Alaska Rules of Civil Procedure to remove any action from Bethel, Alaska.

Section 11 Indemnification

In accordance with Bethel Municipal Code 2.48, as amended.

EMPLOYEE



Elizabeth M. Bakalar, Employee

February 26, 2020

Dated

CITY OF BETHEL



Perry Barr, Mayor

3/10/20
Date

CITY OF BETHEL
CITY ATTORNEY SIX MONTH EVALUATION SEPTEMBER 8, 2020

City Attorney: Libby Bakalar

Rating: 5 = Excellent; 1 = Needs improvement

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

CITY OF BETHEL
CITY ATTORNEY SIX MONTH EVALUATION SEPTEMBER 8, 2020

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

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

CITY OF BETHEL
CITY ATTORNEY SIX MONTH EVALUATION SEPTEMBER 8, 2020

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

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

CITY OF BETHEL
CITY ATTORNEY SIX MONTH EVALUATION SEPTEMBER 8, 2020

Total Score:

Excellent:	145	
Very Good:	116	
Good:	87	
Satisfactory:	58	
Needs Improvement:	29	

CITY OF BETHEL
CITY ATTORNEY SIX MONTH EVALUATION SEPTEMBER 8, 2020

Reviewer's Comments/recommendations:

City Attorney Comments:

Reviewer's Signature

Date

City Attorney's Signature

Date