Mayor's Report

CITY OF
BETHEL

Lori Strickler <lstrickler@cityofbethel.net>

Corrected Schedule PR 12-017 Coastal Management Initiative Hearing Schedule Announced 060512

1 message

Cox, Colleen M (GOV) <colleen.cox@alaska.gov>
To: Colleen Cox <colleen.cox@alaska.gov>

Tue, Jun 5, 2012 at 3:48 PM

Mead Treadwell
Lieutenant Governor
550 W. 7th Avenue, Suite 1700
Anchorage, AK 99501
Press Release

STATE OF ALASKA
OFFICE OF THE
LIEUTENANT GOVERNOR

Michelle Teohey
Chief of Staff
907.269.7450
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www.ltgov.alaska.gov

Coastal Management Initiative Hearing Schedule Announced

Lt. Governor Treadwell to hold hearings in ten communities

June 5, 2012, Anchorage, AK – Lt. Governor Mead Treadwell announced today his schedule for ten hearings around the state on a ballot proposal to establish a new Alaska Coastal Management Program (ACMP).

The hearings will be the first required under a new law passed by the Alaska Legislature in 2010. Alaska Statute 15.45.195 requires the lieutenant governor to hold at least eight hearings up to 30 days before the election in which an initiative is to appear on the ballot, with at least two hearings in each of Alaska's four judicial districts. The ACMP initiative will appear on the August 28th primary ballot.

"I am taking this law seriously and plan to attend each one of these hearings personally," said Treadwell. "We are working to make sure that some of these hearings can take telephone testimony, as the legislature does, so they will be accessible to all. Alaskans will have their opportunity to debate the issue."

By law each hearing must include the written or oral testimony of one supporter and one opponent of the initiative.

The hearing schedule is as follows:

Monday, July 2

Kenai/Soldotna

Kenai Peninsula Borough Assembly Chambers

144 North Binkley Street, Soldotna

4pm-7pm

Tuesday, July 3

Bethel

Yupiit Piciryarait Cultural Center

420 Chief Eddie Hoffman Highway

3pm-6pm

Monday, July 9
Anchorage (Statewide Teleconference)
Anchorage Legislative Information Office
714 West 4th Avenue, Suite 220
9am-12pm

Monday, July 9

Wasilla

Curtis D. Menard Memorial Sports Center

1001 South Mack Drive

5pm-8pm

Tuesday, July 10

Kotzebue

Kotzebue Alaska National Guard Armory

605 3rd Avenue

11am-2pm

Wednesday, July 11

Fairbanks

Fairbanks North Star Borough Council Chambers

809 Pioneer Road

4pm-7pm

Thursday, July 12

Kodiak

Kodiak High School Commons

917 Rezanof East

4pm-7pm

Monday, July 23

Barrow

Inupiat Heritage Center

5421 North Star Street

4pm-7pm

Wednesday, July 25

Ketchikan

White Cliff Building Assembly Chambers

1900 First Avenue, Suite 144

12pm-3pm

Thursday, July 26

Juneau

The Assembly Chambers

155 South Seward Street

4pm-7pm

The ACMP program that expired July 1, 2011 was administered by the Alaska Department of Natural Resources. The ballot initiative, which can be found at http://ltgov.state.ak.us/pdfs/elections/initiatives/2011/11ACMP.pdf, seeks to recreate the program to be managed by the Department of Commerce, Community and Economic Development.

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Corrected Schedule PR 12-017 Coastal Management Initiative Hearing Schedule Announced 060512.pdf
173K

Manager's Report

CITY OF BETHEL

Post Office Box 1388
Bethel, Alaska 99559
Voice: 907-543-1373
Fax: 907-543-1394

June 1, 2012

From: Lee M. Foley, City Manager

To: Bethel City Council

-

Info: Lori Strickler, City Clerk

Subj: City Manager's Report

Listed below are some of the action items and activities that I've been working on, and involved in, for the period May15 – June 1, 2012

CITY ADMINISTRATION ACTION ITEMS AND ACTIVITIES

Projects:

- **External LED Lighting for the City** – Arctic Sales, Inc., won the contract to provide LED lighting for all remaining areas in Bethel. When all equipment is delivered this summer, BUC will replace the old sodium fixtures with the new LEDs.

- **Water & Sewer Infrastructure** – The draft RFP for a comprehensive production and delivery cost analysis has been reviewed by the Planning Commission, Public Works Committee, and Finance Committee. It was also placed on the City's website to encourage public comments. The draft with recommendations and comments will be submitted to Council for review on June 12, 2012.

Legal Issues:

- **In-House Attorney** – Four (4) applications have been submitted to Council for consideration. The Administration is ready to schedule interviews when Council is ready to proceed.

Miscellaneous:

- **Planning Director's Position** – Face-to-face interviews with two of the three finalists are scheduled June 8 and June 15, 2012 (one face-to-face was previously conducted). Subsequently, an offer will be tendered to the best candidate.

- **Recycle RFP** – The RFP has been retooled and is being submitted for Council's review on June 12, 2012.

- **Dust Control Policy** – The Administration's Dust Control Policy is enclosed.

- **Plastic Bags and Polystyrene Products** – A letter was sent to all merchants and places of business that use these types of non-biodegradable products. A copy of the letter was emailed to Council members, but is enclosed herein in case the email was not received.

- **Refuse Collection** – The Public Works Department received its new Garbage Truck on the first barge

- **Mobile Command Center** – The Police Department received its new Mobile Command Center on the first barge.

Thank you.

Enclosures

CITY OF BETHEL

Post Office Box 1388
Bethel, Alaska 99559
Voice: 907-543-1373
Fax: 907-543-1394

Date: June 4, 2012

From: City Manager

To: All Concerned

Subj: **Dust Control Policy**

PURPOSE: To improve the driving conditions and respiratory safety of residents from airborne road dust. This policy includes guidance and procedures to be carried out by the Public Works Department and Port of Bethel.

SCOPE: This policy applies to all gravel and dirt surfaced City-owned roads within Bethel City limits (approximately 16 miles of road).

Overview
Road dust is defined as road aggregates that become airborne as a result of the abrasive action of traffic. Road dust has an impact on safety, aesthetics, health, vegetation, soils and aquatic resources. Repeated and prolonged exposure to gravel dust can aggravate existing medical conditions, such as silicosis, pneumonoconiosis, or other respiratory problems.

The City of Bethel Public Works Department, Division of Streets and Roads, has been engaged in dust control efforts since the first road was constructed out of sand in Bethel. Through experience, experimentation, and continual investigation of new additives, the City has determined that water application, full calcium chloride treatment, and calcium chloride surface application are the most effective methods of controlling dust at the least amount of cost.

After the snow retreats in April and the first part of May, the City enters the driest months of the year, with airborne road dust being most prevalent in May and September. Dust control measures will be implemented annually in May as soon as weather conditions and temperatures permit, but in no case later than Memorial Day. Thereafter, roads will be monitored and dust control products applied as necessary. During the month of September, roads will be inspected daily by Streets and Roads Division personnel and water and/or calcium chloride applied as needed.

Area of Responsibility

Public Works Department, Streets and Roads Division

The Public Works Department, Streets and Roads Division is responsible for controlling dust on approximately 16 miles of gravel and dirt-surfaced roads in Bethel. Primary dust control efforts will be focused on the following main arteries: Ptarmigan Street, Ridgecrest Drive, Main Street, BIA Road, and Noel Poelty Road. Other roads leading off these main arteries will have dust control measures implemented as scheduling and supplies permit. The Streets and Roads Division will be proactive in ensuring that all gravel and dirt-surfaced roads are treated to reduce dust levels to the greatest extent possible.

Port of Bethel

The Port of Bethel will be responsible for applying water and topical applications of calcium chloride to Front Street, Hangar Lake Road, Bethel Small Boat Harbor, and City Dock as needed and determined by the Port of Bethel and/or Public Works Department.

Water Application

The Streets and Roads Division has one water spray truck and the Port of Bethel has one water spray truck that will be used to acquire water from ponds in town and dispersed on the streets of Bethel. Generally, each water truck can make one pass down the center of the road and spray water sufficiently to cover the road surface and shoulders. Water is applied to the gravel or dirt-surfaced roads as needed and determined by the Division. Water is not applied every day.

Calcium Chloride Application

According to Wikipedia, Calcium chloride, $CaCl_2$, is a salt of calcium and chlorine. Common uses include dust control and as an anti-freezing agent.

Full Application on Existing Gravel Roads

The following procedure will be followed when fully applying calcium chloride:

1. Determine length of road for full application.
2. Estimate the time, personnel, and equipment it will take to complete the section of road identified. Estimate the quantity of calcium chloride to apply based on the following equations and formula:

   Calcium Chloride

   1,200 lb. bag (super sack) of calcium chloride.

   3.5 tons/mile of calcium chloride is typical application for a road 32 ft. wide

   Apply at the ratio of 7,000 lbs./5,280 linear feet (lf) = 1.325 lbs./lf. at 32 lf. width

   3.5 tons calcium chloride ≈ 6 bags of calcium chloride

   Same amount of calcium chloride is used for 4" and 6" gravel applications.

   City water truck capacity = 4,000 gallons

   Time to apply one bag of calcium chloride = 4 hrs. or .003 hrs./lb.

3. Arrange the date and time for all resources to be available for completion of the calcium chloride application.
4. Apply water to road surface using water spray truck.
5. Grade road section to make a wind row in the center.
6. Apply layer of calcium chloride to road surface using a sander (vehicle) by making one pass.

7. Grade road such that wind row is mixed with calcium chloride and flattened to be the top two inches of road surface.
8. Apply layer of calcium chloride to road surface using a sander (vehicle) by making one pass.
9. Apply water to road surface using water spray truck.

The calcium chloride acts as a binder, holding gravel and sand tightly together. The calcium chloride roadbed pulls moisture from the air to keep the roadbed damp. Extensive rain will weaken the binding capacity of the calcium chloride. Typically, 50% of the applied calcium chloride is retained in the roadbed through the winter and helps stabilize the bed through the winter.

Surface Application

The following procedure will be adhered to when applying calcium chloride to road surfaces:

1. Apply water to road surface using water spray truck.
2. Apply layer of calcium chloride to road surface using a sander (vehicle) by making one pass.

CITY OF BETHEL

Post Office Box 1388
Bethel, Alaska 99559
Voice: 907-543-1373
Fax: 907-543-1394

May 24, 2012

Post Office Box
Bethel, Alaska 99559

RE: Plastic Bags and Polystyrene Containers

Dear Merchant/Restaurant Owner-Manager

With the advent of break-up, spring-time is in the air and winter's accumulation of ice and snow is rapidly disappearing, enabling our City and surrounding tundra to become visible again. Unfortunately, that visibility makes it quite noticeable that we are not all using recycled bags and products. In fact, non-recyclable articles make up the vast majority of debris found throughout our community and on the tundra.

City Ordinance #09-12, banning the use of plastic bags and polystyrene Containers, was passed by a majority vote of the City Council on July 14, 2009, and became effective on September 1, 2010. The interim between passage and effective date allowed for merchants, restaurant owners, and others to exhaust existing supplies of non-biodegradable materials and purchase biodegradable replacements.

In the first few months following the implementation of this Ordinance, wide-spread acceptance and adherence was noted. However, as time went by, a return to using non-acceptable materials has manifested itself. If we are going to keep our community clean and green, it has to be a year-round effort, not just once a year at Green Up, Clean Up.

On behalf of the City of Bethel, I urge each and every one of you to redouble your efforts to ensure that only biodegradable bags and containers are used and issued by your respective facilities. To assist you in your efforts, the City will allow a grace period of two (2) months from the date of this letter for all businesses to comply with the spirit, intent, and directive set forth in Ordinance #09-12. Subsequently, the City will begin enforcing compliance and assessing fines for non-compliance.

A copy of Ordinance #09-12, and the applicable portion of the Bethel Municipal Code, is enclosed for reference.

Your cooperation in this community-wide endeavor will be greatly appreciated by all.

Sincerely,

Lee M. Foley
City Manager

Enclosures: Ordinance #09-12; Bethel Municipal Code Chapter 8-12

Management Team Reports

Bethel Police Department, 220 State Hwy, Bethel AK 99559
907-543-3781

May 2012 Monthly Report

To begin this monthly report I would like to address the Rescue-Star system in our dispatch center. Rescue-Star® is a registered trademark used for Software Controlled Automatic Number Identification and Automatic Location Identification Controllers for 911 Services and owned by Cml Emergency Services Inc., This system is the unit which routes emergency 911 calls and allows us the ability to receive call back information for emergency response. An example would be a citizen calls 911 during a home burglary and while they are talking to dispatch the phone is disconnected. The Rescue-Star assists us in having the phone number and location of the residence of record for that number, thereby allowing us to send officers to that location. Without the Rescue-Star, we would not know who called or where to respond to.

Our current Rescue-Star system is obsolete and they are not making upgrades nor carrying replacement parts for the unit. To put the unit in perspective, our current unit is approx. 4ft tall, 2.5 ft wide and 3 ft deep. The new units set in a server rack and are the size of a normal server. Somewhat like comparing an 8 track to a CD player.

Several of the prior councils have approved us obtaining a lease-purchase plan to obtain a replacement unit. We had hoped to obtain grant funding for this purchase but at this time I believe we need to proceed with the lease-purchase route. Government lease purchases are basically a full funding of the entire price of the unit, approx. $200,000 with yearly or monthly payments. Our current maintenance funding for this unit should address this cost. In 2008, we were receiving a maintenance agreement for the unit from Cml for around $35,000, that price increased yearly. Cml was then bought out or assimilated by Motorola which changed our ability for the maintenance contract. Motorola, as stated, has obsoleted this unit and local Motorola dealers are the only available maintenance service for these units. Our local dealer, ProComm has verbally committed to servicing this unit but we have been unsuccessful in obtaining pricing or implementing a maintenance contract. Our belief is that since no parts are available, vendors are reluctant to enter into a set contract for repair when costs are uncertain and dependant on used parts. This puts us in a precarious position, basically waiting for the unit to fail, hoping the vendor can makes repairs at an uncertain cost and then beginning this process after complete failure of the unit.

ProComm has informed us that Motorola has an in-house lease purchase program and they would also assist us in that process. We spoke to Wells Fargo in the past which also has the same program. The advantage to Motorola could be that we can include the

maintenance agreement during the life of the lease. While I would obviously like to continue to attempt the grant process, the Rescue-Star has been in every request the PD has generated since I've been here and is yet to be funded. We are looking for permission to begin the lease process so we may avoid disruption in service to the community and to assure fixed/known budget costs during the year for that unit.

Personnel:

Dexter Sherman has resigned to move back to California and we wish him the best in his future endeavors.

Steven Taylor, CSP, has returned to work and we are happy to have him back.

Lt. Achee attended the Glock armorer class in Anchorage this month, funded by APSC.

Nichole Elarton attended the evidence room technician certification course held in Calgary this month. This was funded also by APSC and we appreciate there assistance. This course will ensure that we meet current protocols in evidence security and storage.

Sgt. Salyers attended the Aros HD360 upgrade class. This class allows us to plot, via a CAD program, various crime scenes.

Operations:

Officers responded to 1153 calls this month, 96 resulting in cases which resulted in 41 adult arrests and several juveniles referred for prosecution. Out of the 96 cases, 74cases were cleared by arrest or in another manner (77.1%). Of note were:

- 15 assault calls were responded to- 11 arrests.
- 4 Sexual Assaults
- 1 stolen vehicles
- 9 Burglaries were reported
- 2 (0 injury) total accidents.

The police building construction is moving quickly. They have begun work on the foundation and demolition is completed inside the building. The pad has been completed and the new building has been plotted.

The Command Trailer has arrived, feel free to come and take a tour. We are working on a couple of small issues and beginning to put items in the trailer and begin setup for use. We plan to have the unit available for the 4th of July.

Dispatch/Admin

Jena Baty handled 1 cab renewals, 2 new chauffeur licenses, 3 vehicle transfers, 1 permit renewals, 1 temporary permit, 1 revocation and 5 inspections this month.

Dispatch handled 1396 calls for service last month: AST 143, BFD 88, BPD 1153, OCS 10, and Probation 2.

The final dispatch policy has been in the forefront this month and is pending revisions.

CSP:

May Stats: 27 males, 23 females, 23 residents, 27 non res., 2 to YKCC, 47 to Sobering Center, 0 to YKHC, 1 to private residence and 0 ATCFS (Able to Care for Self)-. **Total 25.** April was 25, March was 35, February was 39, January was 23, December was 58, November was 80, October was 125, September was 62, August was 100, July was 108, June was 82, May was 115, April was 113, March was 127, and February was 95. January was 68, 2011.

These numbers are low and do not represent total PC's. We were down to one CSP who was also in training three days per week due to the injury to Taylor and the open positions.

These figures do not reflect intoxicated persons contacted and placed by police personnel. CSP was in training for a week and officers placed PC's.

Animal Control:

The following are the dispositions of the animals impounded: Numbers pending- the ACO/CSO has been training the current CSP. CSO resigned.

- - Returned to owner
- - Adopted
- - Euthanized
- 0 Dogs still impounded
- 0 Dog quarantined
- 0 Cats still impounded

No animals are currently in the pound. ***Bethel Friends of Canines*** or the owners have taken possession of the animals..

June 4th, 2012, Larry Elarton, Chief of Police

Department Incident Activity Report

BPD
05/01/2012 -- 5/31/2012

Classification	Events Rptd	Unfounded	Actual	Clr Arrest	Clr Exception	Clr Juveniles	Total Clr	Percent Clr
ANIMAL ATTACK	3	0	3	0	0	0	3	100.0
ANIMAL ATTACK	3	0	3	0	0	0	3	100.0
ARSON	1	0	1	0	1	0	1	100.0
ARSON, PUBLIC BUILDING, ENDANGERED LIFE	1	0	1	0	1	0	1	100.0
ASSAULT	15	0	15	11	0	0	13	86.7
AGGRAVATED ASSAULT, FAMILY, FIREARM	1	0	1	0	0	0	0	0.0
AGGRAVATED ASSAULT, FAMILY, KNIFE/CUT INSTR	2	0	2	2	0	0	2	100.0
AGGRAVATED ASSAULT, FAMILY, STRONGARM	1	0	1	0	0	0	1	100.0
ASSAULT OTHER	2	0	2	1	0	0	1	50.0
SIMPLE ASSAULT	9	0	9	8	0	0	9	100.0
BURGLARY	9	0	9	0	1	0	7	77.8
BURGLARY, FORCED ENTRY NONRESIDENCE	2	0	2	0	1	0	1	50.0
BURGLARY, FORCED ENTRY RESIDENCE	3	0	3	0	0	0	2	66.7
BURGLARY, UNLAWFUL ENTRY NONRESIDENCE	1	0	1	0	0	0	1	100.0
BURGLARY, UNLAWFUL ENTRY RESIDENCE	3	0	3	0	0	0	3	100.0
CONTROLLED SUBSTANCE	1	0	1	1	0	0	1	100.0
SYNTHETIC NARCOTIC, POSSESSION	1	0	1	1	0	0	1	100.0
DAMAGED PROPERTY	10	0	10	1	0	0	5	50.0
DAMAGED PROPERTY, PRIVATE	9	0	9	1	0	0	4	44.4
DAMAGED PROPERTY,PUBLIC	1	0	1	0	0	0	1	100.0
DUI	3	0	3	2	0	0	3	100.0
ALCOHOL	3	0	3	2	0	0	3	100.0
FORGERY	2	0	2	0	0	0	0	0.0
COUNTERFEITING DOCUMENTS	1	0	1	0	0	0	0	0.0
FORGERY OF CHECKS	1	0	1	0	0	0	0	0.0
FRAUD	1	0	1	0	0	0	0	0.0
FRAUD, SWINDLE	1	0	1	0	0	0	0	0.0
HARASSMENT	2	0	2	1	0	0	2	100.0
HARASSMENT, OTHER	2	0	2	1	0	0	2	100.0
LIQUOR LAW	2	0	2	1	0	0	1	50.0
LIQUOR, OTHER	2	0	2	1	0	0	1	50.0
LOST PROPERTY	3	0	3	0	0	0	1	33.3
LOST PROPERTY	3	0	3	0	0	0	1	33.3
MISC INCIDENTS	2	0	2	0	0	0	2	100.0
MISCELLANEOUS INCIDENTS	2	0	2	0	0	0	2	100.0
OBSTRUCT JUSTICE	2	0	2	2	0	0	2	100.0
VIOLATION OF A COURT ORDER	2	0	2	2	0	0	2	100.0
OTHER CRIMES AGAINST SOCIETY	3	0	3	2	0	0	2	66.7
WARRANT	3	0	3	2	0	0	2	66.7
OTHER SEX OFFENSE	2	0	2	0	0	0	1	50.0

SEX OFFENSE, OTHER	2	0	2	0	0	0	1	50.0
PERSON CRIMES	1	0	1	1	0	0	1	100.0
CRIMES AGAINST PERSONS	1	0	1	1	0	0	1	100.0
PROCESS SERVICE	5	0	5	5	0	0	5	100.0
WARRANT SERVICE	5	0	5	5	0	0	5	100.0
PUBLIC PEACE	8	0	8	7	0	0	8	100.0
DISORDERLY CONDUCT	8	0	8	7	0	0	8	100.0
ROBBERY	1	0	1	0	0	0	0	0.0
ROBBERY, OTHER, FIREARM	1	0	1	0	0	0	0	0.0
RUNAWAY JUVENILE	1	0	1	0	0	0	1	100.0
RUNAWAY JUVENILE	1	0	1	0	0	0	1	100.0
SEXUAL ASSAULT	4	0	4	0	0	0	2	50.0
RAPE, STRONGARM	2	0	2	0	0	0	0	0.0
SEXUAL ASSAULT, CARNAL ABUSE	1	0	1	0	0	0	1	100.0
SEXUAL ASSAULT, SODOMY WOMAN STRONGARM	1	0	1	0	0	0	1	100.0
STOLEN VEHICLE	1	0	1	0	0	0	0	0.0
THEFT AND USE AUTO OTHER CRIME	1	0	1	0	0	0	0	0.0
SUSPICIOUS ACTIVITY	1	0	1	0	0	0	1	100.0
SUSPICIOUS ACTIVITY	1	0	1	0	0	0	1	100.0
THEFT	3	0	3	1	0	0	3	100.0
LARCENY, FROM VEHICLE	2	0	2	0	0	0	2	100.0
SHOPLIFTING	1	0	1	1	0	0	1	100.0
TRAFFIC ACCIDENT	2	0	2	0	0	0	2	100.0
TRAFFIC ACCIDENT, PRIVATE PROP DAMG	1	0	1	0	0	0	1	100.0
TRAFFIC ACCIDENT, VEHICLE DAMAGE	1	0	1	0	0	0	1	100.0
TRAFFIC PROBLEM	2	0	2	0	0	0	1	50.0
TRAFFIC CONTROL	1	0	1	0	0	0	1	100.0
TRAFFIC, OTHER	1	0	1	0	0	0	0	0.0
TRESPASSING	5	0	5	5	0	0	5	100.0
TRESPASSING, PRIVATE PROPERTY	5	0	5	5	0	0	5	100.0
WEAPONS OFFENSE	1	0	1	1	0	0	1	100.0
CARRYING A CONCEALED WEAPON	1	0	1	1	0	0	1	100.0
Event Totals	**96**	**0**	**96**	**41**	**2**	**0**	**74**	**77.1**

Arrest Report

Bethel Police Department
220 Chief Eddie Hoffman Hwy.
Bethel AK., 99559
907-543-3781

05/01/2012 - 05/31/2012

CLASSIFICATION	NUMBER OF ARRESTS
ASSAULT	15
BURGLARY	2
CONTROLLED SUBSTANCE	1
DAMAGED PROPERTY	1
DUI	3
HARASSMENT	1
LIQUOR LAW	3
OBSTRUCT JUSTICE	2
OTHER CRIMES AGAINST SOCIETY	2
PERSON CRIMES	1
PROCESS SERVICE	5
PUBLIC PEACE	8
ROBBERY	2
THEFT	2
TRESPASSING	6
WEAPONS OFFENSE	1

CITY OF BETHEL

Laurance (Larry) Elarton< lelarton@cityofbethel.net>

Transportation Inspector Activity Report

1 message

KaJena Baty< kbaty@cityofbethel.net> Mon, Jun 4, 2012 at 10:26 AM
To: Larry Elarton <lelarton@cityofbethel.net>

2012	May
New Chauffeurs	2
Chauffeur Renewals	1
Vehicle Permit Renewals	1
Vehicle Transfers	3
Inspections	5
Revocations	1
Temporary Permits	1

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KaJena Baty
Bethel Police Department
kbaty@cityofbethel.net
907-543-3781 Office
907-543-5086 Fax

May 2012 CSP MONTHLY LOG SHEET

Date	(M) P.C.	(F) P.C.	Res	Non-Res	WENT TO YKCC	Sobering Ctr.	Private Res	ATCFS	YKHC/ER
5/1/2012	2		2		1	1			
5/2/2012	6		2	4		6			
5/3/2012		1	1			1			
5/4/2012									
5/5/2012									
5/6/2012									
5/7/2012	3	4	1	6		7			
5/8/2012									
5/9/2012		2	1	1		2			
5/10/2012									
5/11/2012									
5/12/2012									
5/13/2012									
5/14/2012									
5/15/2012	2	1	1	2		3			
5/16/2012	1			1		1			
5/17/2012		1	1			1			
5/18/2012									
5/19/2012									
5/20/2012									
5/21/2012	1	2	3			3			
5/22/2012	4	3	4	3		7			
5/23/2012		1		1		1			
5/24/2012	2	3	1	4		5			
5/25/2012	4	2	3	3		6			
5/26/2012	2	1	3		1	1	1		
5/27/2012									
5/28/2012									
5/29/2012		2		2		2			
5/30/2012									
5/31/2012									
TOTAL	27	23	23	27	2	47	1		

P173

Agency Activity in 2012

Agency	January			February			March			April			May			June			July			August			September			October			November			December			Totals		
	Unit	Calls	TS	Unit	Calls	TS	Unit	Calls	TS	Unit	Calls	TS	Unit	Calls	TS	Unit	Calls	TS	Unit	Calls	TS	Unit	Calls	TS	Unit	Calls	TS	Unit	Calls	TS	Unit	Calls	TS	Unit	Calls	TS	Unit	Calls	TS
AST	17	87	0	17	92	0	19	111	0	16	125	0	17	143	0	8	27	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	94	585	0
BFD	6	100	0	4	87	0	4	91	0	5	86	0	6	88	0	3	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28	460	0
BPD	22	814	0	24	830	0	26	1008	0	25	1068	0	30	1153	0	9	129	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	136	5002	0
OCS	0	0	0	1	2	0	1	2	0	1	2	0	1	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	16	0
PAR	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0
PROB	1	2	0	1	2	0	1	6	0	1	6	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	18	0
Total	46	1003	0	47	1013	0	52	1218	0	48	1287	0	55	1396	0	20	164	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	268	6081	0

Memorandum

DATE: June 1, 2012

TO: Lee Foley, City Manager

FROM: Bobby Sutton, Finance Director

SUBJECT: Manager's Report – May 2012

Finance Committee

The Finance Committee was scheduled to meet on May 24th for its regularly scheduled meeting but did not achieve a quorum. A special finance committee meeting is scheduled for June 4th at 6:45 pm to discuss the proposed RFP for Cost Analysis of Bethel Water and Sewer Services. The next regularly scheduled meeting of the Finance Committee is set for Thursday, June 28th at 6:45 pm.

Staffing Issues/Concerns/Training

The Finance Department is currently recruiting to fill the new Accounting Specialist I position approved by City Council which is funded beginning July 1, 2012. We are in the process of recruiting internally before moving to an external recruiting to satisfy collective bargaining agreement requirements. We believe the addition of this new position will greatly strengthen the ability of the department to raise the caliber of the services we provide both to the citizens of Bethel and departments within our City government.

Budget/Financial

As of April 30, 2012, the Finance Department had expended $564,110 (79%) of its annual budget of $733,970 with 83% of the year elapsed. The Utility Billing Department, which is also managed by the Finance, had expended $114,665 (76%) of its annual budget of $150,104.

Project Updates

- FY 2013 Annual Budget
  With adoption of the FY 2013 Annual Budget by City Council on May 22nd, the Finance Department is working to finalize the document and expects to have it available in printed form and on the City of Bethel's website by no later than June 12th. We appreciate all the diligent efforts of everyone involved from the City Manager and City Council to each department level employee. It is our belief that the process was much improved this year and we look forward to continued improvements in upcoming budget cycles.

- Sales Tax Audits
  We have continued our efforts to plan for the upcoming sales tax audits to be performed by Altman Rogers and Co. from Anchorage. The auditors are scheduled to be in Bethel conducting audits from June 5-8.

- Preparation for the Closing of Fiscal Year 2012
  The Finance Department is in preparation for the close of another fiscal year. With June 30th quickly upon us, we are working now to make the closing of the fiscal year a relatively smooth process. We have sent an informational memorandum to each department notifying them of important information each of them will need to know as we finish the fiscal year.

MEMORANDUM

DATE: 6/1/20012

TO: Lee Foley, City Manager

FROM: Chuck Willert, Public Works Director

SUBJECT: Manager's Report –

Programs/Divisions

Public Works Director:

We are in full swing for Green-Up Clean-Up for this month and the next two weeks of June. We kept the landfill open for the last two weekends of May for the public's convenience and to allow Sunday access.

We are trying to get everything done and money spent on the projects before the close of the fiscal year. We have to get our service or product and have the invoices in before June 30th in order for the money to come out of the FY/12 budget.

92% of the fiscal year has elapsed with79.6% expended

Utility Maintenance:

This month we responded to six after hour callouts. We are also leveling sewer lines in ASHA. We continue to monitor our lift stations on a daily basis also rebuilding sewer pumps when needed. Our water treatment plants have been operating on a daily basis. We also do meter readings and water shut off list for the Billing department.

Piped Water: 92% of the year has elapsed with 89.3% expended

BHWTP: 92% of the year has elapsed with 87.3% expended

CSWTP: 92% of the year has elapsed with 73.4% expended

Piped Sewer: 92% of the year has elapsed with 96% expended

Sewer Lagoon: 92% of the year has elapsed with 80.8% expended

Hauled Utilities:

Well...Routes are getting done. Been short drivers because of illness and or injuries, but the work is getting done. Clean up green up is under way and we have a driver picking up Tundra Center guys to help with picking up the piles stacked up along the roads. So we're doing the best we can with what we have. AVCP had their Cleanup Green up event here at the shop for the second year in a row and that went pretty smooth. The area around the land fill and between the schools has been cleaned and looks really good.

Hauled Refuse: 92% of the year has elapsed with 84.5% expended

Landfill Operations: 92% of the year has elapsed with74% expended

Recycling Operations: 92% of the year has elapsed with 79.7% expended

Hauled Water: 92% of the year has elapsed with 81.8% expended

Hauled Sewer: 92% of the year has elapsed with 74.3% expended

Property Maintenance:

We are resetting the boiler temperatures from winter to summer settings when it gets warm and back again to please everyone on room temperatures. This is a constant battle with the fluctuating outside temperatures. We have been servicing the ventilation throughout the offices; filters/belts have been changed, adjusted, and motors lubed. HRV units have had some problems that we are dealing with. Heat trace has also been turned off everywhere. Finishing up winter type projects and getting ready to tackle outside repairs.

Frontier Fire Protection was here and checked our sprinklers systems and updated all our fire extinguishers. Reports have been sent on to the Finance Office to be forwarded to our Insurance Company. Recent break-ins and vandalism has been costly and keeping us pretty busy with repairs at the Log Cabin and Youth Facility. Pioneer Door was out here and we installed a new operator and all the equipment that went with it for door #2. Some new equipment was installed on door #1 that was worn out. Thank-you.

92% of the fiscal year has elapsed with 80.4% expended

Road Maintenance:

Streets and Road have been laying down Calcium Chloride on the roads to help in cutting down on the dust on the roads, caused by the vehicles on the roads. We would start by watering the roads and then we will take off the top 3 inches of the roads with the grader and put it to the side. Then we come in with the sander truck loaded with Calcium and spread it on the road and then come in with the grader and then bring in the 2 inches of material that we set aside and graded it back over the calcium. When it is all graded we come in with one more pass with the calcium, by doing this we will get the most out of the calcium and it will last the longest.
Streets and Roads, has also started on building up the roads in Larson Sub., with sand, and when that is done, we will haul in gravel to finish it. This will keep it from turning to mud in the spring like it does every year and also keep the dust down in the summer.
Streets and Roads helped Dave at the landfill by moving the old landfill shack out and then we helped move a trailer in for the new landfill office, this will make it a lot nicer for them in the landfill. The old office was leaking water in from under the floor and it was falling apart.
Streets and Roads have been keeping a water truck out watering the roads when it is dry out, and also we would have to water the roads before we can grade them, by doing this we hope to keep the dust down as much as possible on the roads.

92% of the fiscal year has elapsed with 82% expended

Vehicles and Equipment:

Servicing and basic maintenance on vehicles as they become available, Working on transit buses putting in new transmission in bus 437.

92% of the fiscal year has elapsed with 78.7% expended

Transit System:

For the month of April, the Bethel Transit System transported a total of 1,952 passengers, 64 of those riders had a disability and approximately 300 them were Elders. The cash fares totaled $3,036.00 while the passed used totaled $1941.00.

Our passenger numbers are down quite a bit from last year. We've had a few problems this last month causing the Red Line to be offline for couple weeks. In April Bus 437 went down due to a bad transmission, but Bus 438 was put into service to cover that route. Then in the middle of May, Bus 438 went down due to a suspension problem. Both sets of parts have been ordered and we are hoping to have one of them back up next week.

I had expected our numbers to be down because of the raise in fares, but now I have no way of knowing how the new fares affected ridership. The one thing I am sure of is our Monthly pass sales are up a bit. The raise in fares on May 1st coincided with starting our Green Line 30 minutes earlier and leaving from the City Shop instead of ONC. We have picked up several new riders that live in Tundra Ridge that have to be at work at YKHC by 7am. Overall, the response to that route adjustment has been a positive one.

I have already started the process of reworking the routes for the reduced service that will start on July 1st. As a result of reduced routes, we will also have a reduction of drivers. One part-time driver volunteered to be laid off, and our senior full-time driver Marie Lekander decided to retire. We will miss her and her passengers will also.

83% of the fiscal year has elapsed with 72.4% expended.

Staffing Issues/Concerns/Training:

None at this time.

Budget/Financial:

See each department

TO: Lee Foley

FROM: Peter A. Williams, Port Director

SUBJECT: May Managers Report

SBH

Larsen Consulting finished the survey of Plat 82-13, SBH boundaries 5/4/2012 and we received the preliminary survey site plan of the SBH 29th of May.. The survey will be completely finished by the end of June.

PND has delivered 100% stamped design of the SBH launch ramps that are to be used for construction which have been forwarded to the US Corp of Engineers.

Bethel Bank Stabilization Project

The DOT-TIGER Grant was denied, this was our first time dealing with this grant and we will pursue it again in the future.

Jung & Active Parcels

McClintok has finished platting the two parcels and was set the too the Port Commission on 5/21/2012 and will go to the Planning Commission June 16th for approval.

City Dock

There is only one outstanding account as of 5/21/2012 and a arrangements have been made have this account paid off by 7/1/12.

We have filed maritime liens against Seattle Action Services & Kuskokwim Seafoods LLC. We have impounded the 114T Motor Vessel Miktuuq and if no one claims the vessel by July 6th we will declare the vessel abandoned and put it up for auction. It is possible that three more vessels may be handled in the same manner.

First tug departed off Beach One May 16, 2012.

The City Dock is ready for a USCG Facility Inspection.

First freight barge from Seattle arrived 5/30

Petro Port, Petro Yard and Beach 1.

These areas were cleaned up and ready for use.

The gravel for the pool untouched and is in the Petro Yard.

Kudos to those using Beach 2 for pulling logs and not causing any problems or a mess.

Equipment

Our Water Truck that was put together this winter by V&E is ready and is in use.

FY-13 Port Budget was approved by City Council. We made our last expenditures for it on tires and batteries. The Finance Dept will declare it a asset.

The D-5 is being serviced to replace some worn out parts.

Cameras arrived and we will instart installing them by the middle of the month.

There are three for the SBH and one for the City Dock.

We lost a old small truck to a small fire and robably will not repair it.

MEMORANDUM

DATE: June 5, 2012

TO: Lee Foley, City Manager

FROM: John Sargent, Grant Manager

SUBJECT: Grant Manager's Report – June 12, 2012 Bethel City Council Meeting

Bethel Regional Aquatic Training and Safety Center
A tentative meeting has been set up for Wednesday, June 13, 2012 where speakers from Architects Alaska, Inc., Bethel Native Corporation, and Foraker Group are expected to present on types of bidding projects to help the Council and City Administration know how best to bid out the construction of the regional aquatic training and safety center.

Kuimarvik – A Place to Swim and others have been advocating that the pool be redesigned from four lanes to six lanes. Six-lane pools are standard in the industry and in Alaska. Architect David Moore estimated that the additional cost to design a six-lane pool is $50,000 and the additional construction cost is $500,000.

The site for the aquatic center has been surveyed and final signatures are being obtained for the plat. The site is in City subdivision, across the street from the Yuut Elitnaurviat campus.

Institutional Corridor Project
A meeting is being arranged of all potential institutional corridor beneficiaries, council members, City administrators, and Public Works Committee members. This will be the first organizational meeting to discuss project funding, agreements between entities, and next steps. The proposed $14.5 million project would pipe water from the City Subdivision water treatment plant to a new holding tank on the highway and then to the major institutions in the corridor: Yukon Kuskokwim Health Corporation Administration building, YKHC hospital and other facilities, Department of Corrections adult facility and youth facility, U.S. Fish and Wildlife Service building, Allanavik hotel/VIP restaurant, and Department of Health and Social Services-Public Health Nursing building.

LED Streetlights
The City received three proposals from LED streetlight vendors to supply LED streetlights to the City of Bethel for installation. The selected Arctic Sales, Inc. as the vendor and ordered 386 LED 30s (150 watt equivalent) and 23 LED 120s (400 watt equivalent). The lights will arrive in Bethel in five weeks and be installed this summer by Bethel Utilities Corporation. Savings from the use of LEDs is expected to save the City at least 30% in annual electricity costs.

City of Bethel
Grant Summary
Calendar Year 2012

Preparing

Sponsor	Name	Products/Services	City Depts. (Partners)	Date	$ Grant $ City Match

Submitted in Calendar Year 2012 or late 2011

Most recent first

Sponsor	Name	Products/Services	City Depts. (Partners)	Date	$ Grant $ City Match
FTA Section 5311	Community Transportation Grant	Bethel Public Transit System Operation and Maintenance	Public Works - Transit	4/15/12	$241,493
U.S. Government	Congressional Budget Request	Dredging Bethel Small Boat Harbor	Port	1/27/12	$2,000,000 0
U.S. Government	Congressional Budget Request	Bethel Bank Stabilization Project	Port	1/27/12	$3,000,000 0
U.S. Government	Congressional Budget Request	Kuskokwim River Navigation	Port	1/27/12	$100,000 0
U.S. Government	Congressional Budget Request	CAT6 cable in City Hall and Public Works building to allow new telephone communications	Information Technology	1/27/12	$500,000 0
U.S. Government	Congressional Budget Request	Bethel Aquatic Training and Health Center	Parks & Rec.	1/27/12	$4,000,000 0
State of Alaska	State Designated Legislative Grant	Dredging, scouring of ramps, new south ramp, excavator	Port	10/6/11	$4,000,000 0

Approved in Calendar Year 2012

Most recent first

Sponsor	Name	Products/Services	City Depts. (Partners)	Date	$ Grant $ Match
YHKC	Diabetes Prevention & Control Program - Community Garden Award	Supplies for 4-H Youth Center Garden: weedblok, plastic, hoops, drip tape; Community Garden: wheelborrows	Parks & Rec.	4/6/12	$1,029
State of Alaska	State Designated Legislative Grant	New City Shop floor	Public Works`	10/6/11	$1,500,00 0
State of Alaska	State Designated Legislative Grant	Fire Engine – pumper/tanker	Fire	10/6/11	$350, 000 0

Sponsor	Name	Products/Services	City Depts. (Partners)	Date	$ Grant $ Match
State of Alaska	State Designated Legislative Grant	Bethel Aquatic Training and Health Center	Parks & Rec.	10/6/11	$23,000,000 0
Denali Commission	Transportation Program – Waterfront Development Program	City Dock East Timber Wall Replacement Design	Port	11/10/11	$200,000 0
Denali Commission	Transportation Program – Waterfront Development Program	North and South boat launch ramps and scouring of ramp toes	Port	11/10/11	$1,000,000 $500,000

Not Approved in Calendar Year 2012

Sponsor	Name	Products/Services	City Depts. (Partners)	Date	$ Grant $ Match

Clerk's Report

City of Bethel, Alaska

City Clerk's Office

To: City Council
From: Lori Strickler
Subject: Clerk's Report

Upcoming Council Events:
June 13, 2012 Special City Council Meeting
June 26, 2012 Regular City Council Meeting

Ongoing Projects

Alaska Municipal League Summer Meeting

In preparation for the AML meetings and reception the City Clerk's Office has:

- Working on a pamphlet to provide to the guests in advance of their visit with information about Bethel.
- Looking into inexpensive gift bag options to provide to the attendees.
- Met with event planner and caterer to finalize some planning details.
- Purchased items for the welcome bags.

Passport
The City Clerk's Office is preparing for the bi-annual passport audit which will occur mid May.

Council Chamber Audio Equipment
The City Clerk's Office is close to completion on an RFP for the reconfiguration of the Council's audio equipment.

Projects
After attending a recent training on Social Media to include the implementation of a Social Media site as well as the drafting of a policy, the Clerk's Office, unless otherwise directed by council will not be perusing such idea. There are still many concerns with regard to records retention and the confidence of the host sites to maintain their policies and procedures to back up the content. Additionally, to maintain an effective site, municipal staff members must constantly update and maintain the information which the Clerk's Office cannot at this point be responsible for due to the amount of time required. The City Clerk's Office believes the City should concentrate on the current City of Bethel website and the content provided, prior to starting up any social media site.

Training- International Institute Of Municipal Clerk's (IIMC) Conference

In working to obtain my Masters Municipal Clerk (MMC) Designation, I attended the IIMC Annual Conference. A few education classes attended are:

- Public Administration, Leadership and Management
- Ethical Leadership
- Creating a Sustainable Community
- How to get Funding for Records Management Projects
- Personnel Risk Management
- Clerk/IT Merger/Enterprise Content Management
- Records Management Training for Municipal Employees
- Developing Policies and Procedures for E Records
- Developing and Maintaining an Effective Municipal Website

General Description of the requirements to obtain an MMC Designation.

The MMC program is one of the two professional designations granted by IIMC. The MMC program is an advanced continuing education program that prepares participants to perform complex municipal duties. The program has an extensive and rigorous educational component and a professional and social contribution component. The MMC applicant must demonstrate that they have actively pursued education and professional activities.

- Attain 60 points in the Advanced Education category
- Attain 40 points in Professional and Social Contributions category, 20 of which can be a combination of Advanced Education and/or Professional and Social points.

My Certified Municipal Clerk Designation was received in 2011.

Thanks to this Council and the previous councils for the continued support in the Clerk's Office education requests.

Budget

A few of the FY 2012 line items have been over expended however, the City Clerk's Office will be providing Finance line item transfers to cover all but the Council's Travel and Training overages.

CITY OF BETHEL

P.O. Box 1388 Bethel, Alaska 99559
907-543-2047
FAX # 543-3817

June 4, 2012

Chief, Voting Section
Civil Rights Division
Room 7254-NWB
Department of Justice
950 Pennsylvania Ave., NW
Washington, D.C. 20530

Re: Preclearance Submission for the City of Bethel, Alaska

Dear Voting Section Chief:

In accordance with Section 5 of the Voting Rights Act ("VRA") of 1965, as amended, 42 U.S.C. §§ 1973 *et seq.*, the City of Bethel, Alaska ("City") hereby submits for preclearance the attached changes in voting procedures, which were approved by the Bethel City Council on May 8, 2012.

Required Contents:

This submission contains the following information as required by 28 C.F.R. § 51.27.

Pursuant to 28 C.F.R. § 51.27(a) a copy of the Ordinance embodying the change affecting voting for which Section 5 preclearance is being requested is attached as Attachment A, Ordinance 11-13 (Substitute) approved and adopted by the Bethel City Council on May 8, 2012.

Pursuant to 28 C.F.R. § 51.27(b), a copy of the original ordinances to be repealed by the submitted changes in Ordinance 11-13 (Substitute) (Attachment A) is provided as Attachment B (current Title 7 – Elections of the Bethel Municipal Code).

Pursuant to 28 C.F.R. § 51.27(c), provided at Attachment C is a memorandum from the Bethel City Clerk to the Bethel City Council dated April 4, 2012, which identifies with specificity each change affecting voting for which Section 5 preclearance is being requested. The memorandum explains the differences between the submitted changes

and the prior law and also contains a black-lined comparison of the prior law and submitted changes. The submitted changes are not a special referendum election or the subject of a referendum.

Pursuant to 28 C.F.R. § 51.27(d), the person making this submission is:

Lori Strickler, City Clerk
City of Bethel
Post Office Box 1388
Bethel, Alaska 99559
PHONE: 907-543-2047
FAX: 907-543-3817

Pursuant to 28 C.F.R. § 51.27(e) and (f), the submitting authority is the City of Bethel, Alaska, a second class city located in the unorganized borough in the State of Alaska.

Pursuant to 28 C.F.R. § 51.27(g), the body responsible for making the change is the Bethel City Council. The mode of decision is by ordinance of the City Council, as authorized by State law, Alaska Statute ("AS") 29.26.010.

Pursuant to 28 C.F.R. § 51.27(h), the statutory authority under which the City of Bethel makes this change is AS 29.26.010, which provides that the governing body of a municipality shall prescribe the rules for conducting local elections. The process for introducing and adopting an ordinance is set forth in AS 29.25.020, and in Bethel Municipal Code ("BMC") Section 2.04.160. For this ordinance, three public hearings were held after the initial introduction because significant amendment was made to the original Ordinance 11-13, such that basic character of the ordinance had changed. BMC 2.04.160(c). The submitted changes contained in Ordinance 11-13 (Substitute) were approved by the Bethel City Council on May 8, 2012. See, Attachment A. The Ordinance shall take effect upon preclearance. Id.; see, also, BMC 2.04.160(D). The Ordinance has been signed by the Mayor, who presided over the meeting when Ordinance 11-13 (Substitute) was adopted and has been signed, dated, and affixed with the seal of the City by the City Clerk pursuant to BMC 2.04.160(E).

Pursuant to 28 C.F.R. § 51.27(i), the date of adoption of the submitted change affecting voting is May 8, 2012. See, Attachment A, p. 32.

Pursuant to 28 C.F.R. § 51.27(j), the date on which the change is to take effect is immediately upon receipt of preclearance or 60 days following submission for

preclearance if no objection is interposed pursuant to 28 C.F.R. § 51.42. See, Attachment A, p. 32, Section 5 of Ordinance 11-13 (Substitute).

Pursuant to 28 C.F.R. § 51.27(k), the submitted changes in Attachment A have not yet been enforced or administered, pending preclearance authorization.

Pursuant to 28 C.F.R. § 51.27(l), the submitted changes will affect the entire jurisdiction.

Pursuant to 28 C.F.R. § 51.27(m), a statement of the reasons for the submitted changes are set forth in Attachment C (Memorandum). The primary reasons for the submitted changes include a need to update the City's election code to remove obsolete procedures, add procedures not currently in the Code (*i.e.*, recall procedures), and update procedures to meet local needs and align more with State election procedures.

Pursuant to 28 C.F.R. § 51.27(n), the submitted changes will not abridge or deny any voter's right to vote on the basis of membership in a racial or language minority group from the way in which the general public will be affected. The submitted changes do not have the intent and will not have the effect of diluting the voting strength of any racial or language minority group. According to the 2010 U.S. Census, the population of the City of Bethel is 17,013 with an approximate Alaska Native population of 82.9%. See, Attachment D. The proposed changes will not conflict with subsistence, fishing, or limiting activities, nor will the changes interfere with any individual's right to vote. For further information regarding the effect of the submitted changes on minorities, contact:

Orutsaramuit Native Council
Attn: Sharon Rodgers
Post Office Box 927
Bethel, Alaska 99559

Pursuant to 28 C.F.R. § 51.27(o), there is no pending or past litigation concerning the proposed changes. There was past litigation against the City, involving a challenge to providing Yup'ik translations during City elections pursuant to Sections 203, 4(f)(4), 5, and 208 of the Voting Rights Act. This litigation, *Nick v. Bethel*, filed in the U.S. District Court for the District of Alaska, Case No. 3:07-cv-0098 TMB, resulted in a "*Consent Decree and Settlement Between Plaintiffs Billy McCann and Arthur Nelson and Defendants Bethel, Alaska and Lori Strickler, In Her Capacity as Municipal Clerk*" ("Consent Decree"), entered by the Court on July 31, 2009. This Consent Decree provides for Yup'ik translators and ballots at and during City elections. See, Docket Nos. 615 and 622, *Nick v. Bethel*, Case No. 3:07-cv-0098 TMB. The procedures required by the Consent Decree remain unchanged by this submission. The Consent

Decree was submitted for preclearance on September 21, 2009, submission number 2009-2434. Pursuant to the Consent Decree, a copy of this submission has been provided to plaintiffs' counsel under the Consent Decree, Heather Kendall-Miller of the Native American Rights Fund.

Pursuant to 28 C.F.R. § 51.27(p), the prior (current) election practices of the City of Bethel under Title 7 of the Bethel Municipal Code were adopted by the Bethel City Council as Ordinance 98-16 on August 11, 1998. Preclearance for Ordinance 98-16 was sought on August 19, 1998, submission number 98-2811.

Supplemental Contents:

Pursuant to 28 C.F.R. § 51.28, the following additional supplemental information is included in this preclearance submission for consideration.

Evidence of the City's public notices, of the opportunity for the public to be heard, and public participation in the adoption of Ordinance 11-13 (Substitute) is included as Attachment E. This includes copies of public notices advertising public hearings on Ordinance 11-13 (Substitute) and minutes from the public meetings held by the Bethel City Council respecting Ordinance 11-13 (Substitute).

Additionally, a copy of the public notice that will be used to announce this preclearance submission to the Attorney General is included at Attachment F. Upon submission, this public notice will be posted in three public places and a copy for public inspection will be made available at the City Clerk's office at Bethel City Hall.

Thank you for your consideration of this preclearance submission. If you have any questions, please contact me, Lori Strickler, at (907) 543-1384.

Sincerely,

Lori Strickler, City Clerk
City of Bethel

Cc: City Manager
City Council
City Attorney

Sharon Rodgers
Orutsaramuit Native Council
Post Office Box 927
Bethel, Alaska 99559

Heather Kendall-Miller
Native American Rights Fund
801 B Street, Suite 401
Anchorage, Alaska 99501

Enclosures:
Attachment A: Ordinance 11-13 (Substitute) (submitted change)
Attachment B: Original BMC Title 7 – Elections
Attachment C: City Clerk Memorandum dated April 4, 2012
Attachment D: Census Information
Attachment E: Public Notices of Ordinance 11-13 (Substitute)
Attachment F: Public Notice of Preclearance Submission

Executive Session

City of Bethel, Alaska

City Clerk's Office

MEMORANDUM

TO: City Council Members
FROM: Lori Strickler
DATE: May 9, 2012
SUBJECT: Annual Evaluation

Council Members:

In reviewing my employee contract for what I had thought would be my upcoming evaluation, I realized my evaluation should have been completed March 3, 2012. Due to my absence at the May 22 Regular City Council Meeting, I hope that Council will complete my evaluation at the June 12, 2012 Regular City Council Meeting Executive Session. In addition to the Executive Session, I will add the City Clerk's annual salary increase as an agenda item under New Business for Council's consideration. Please find my Employment Contract, the Annual Evaluation Form, and the City Clerk's Job Description attached for your review.

Please bring the completed evaluation to the Regular City Council Meeting, June 12, 2012 for the Executive Session. Following the evaluation, I will review each of the Performance Evaluations and provide them to Human Resources to be placed in my personnel file.

The annual evaluations are a significant tool for me. I will use the information you provide in the evaluations to improve my job performance and the performance of the Clerk's Office in general. I look forward to reviewing your comments and appreciate your time.

NEGOTIATED AGREEMENT
Between
CITY OF BETHEL
and
LORI STRICKLER

THIS AGREEMENT, by and between the City of Bethel, Alaska ("City"), a municipal corporation, hereinafter called "Employer," and Lori Strickler, hereinafter called "Employee," both of whom understand as follows:

WITNESSETH

WHEREAS, Employer desires to employ the services of said Employee as City Clerk of the City, as provided by section AS 29.20.380 of the Alaska Statutes and BMC 2.12.010; and

WHEREAS, it is the desire of the City Council ("Council") to provide certain benefits, establish certain conditions of employment and to set working conditions of said employee; and

WHEREAS, it is the desire of the Council to secure and retain the services of Employee by and through the terms of this Agreement; and

WHEREAS, Employee desires to accept employment as City Clerk pursuant to the terms of this Agreement.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the Employer and Employee agree as follows:

Section 1. POWERS AND DUTIES

Employer hereby agrees to employ Lori Strickler as City Clerk of the City of Bethel, Alaska to perform the function, powers and duties specified in AS 29.20.380, Bethel ordinances, and other legal and proper duties and functions as the Council shall from time to time assign.

Section 2. Term

A. Employee shall serve at the pleasure of the Council and is an at-will employee of the City.

B. 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, subject only to the provisions set forth in Section 5, paragraph A of this Agreement. The City shall comply with the City's insurance policy endorsement regarding any termination.

C. 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 Clerk, subject only to those provisions set forth in Section 5, paragraph B, of this Agreement.

Section 3. Duration

A This Agreement which expressly supersedes the provisions of any other previous agreement, is the sole and complete agreement between the Employer and Employee. This agreement shall become effective when signed by employer and employee and shall continue in full force and effect for a period of thirty-six (36) months.

B. In the event the parties agree in writing, this Agreement may be extended on the same terms and conditions as herein provided, for additional periods of one (1) year.

Section 4. Salary

Employee shall be paid an annual salary at a gross rate of $79,061.40 payable in installments at the same time as other employees of the Employer. Employee's base salary shall be increased between zero and 3% at the discretion of the council upon a satisfactory performance evaluation annually on March 3.

Section 5. Termination and Severance Pay

In the event Employee voluntarily resigns the position with Employer before the duration of this Agreement has expired, the Employee shall give Employer ninety (90) days notice in advance, unless both parties agree in writing to a lesser time span.

Section 6. Employee Evaluation.

A. Evaluation of the performance of the Employee shall be directed toward improving the performance of the Employee. However, evaluations shall also serve as a method for gathering information relevant to employee's performance and continued employment.

B. Employee shall be evaluated in writing by Council annually on or about March 3. Council shall determine the content of the document used to evaluate Employee, and shall make the document available to Employee for review.

Section 7. Hours/Days of Work

Employee's position requires the exercise of independent judgment on the part of the Employee and requiring periods of extended work to exceed the normal office hours, work day and work week established by the Employer. The Employee will be available during regular business hours. Employee will be expected to work whatever hours are needed based upon the demands of the job. Employee acknowledges she is an exempt employee and not entitled to overtime compensation or compensatory time compensation based on hours worked by Employee in excess of eight (8) hours per day or forty (40) hours per week. Any time in excess of the normal hours in a day or week is not compensated or credited in any manner by the Employer.

Section 8. Transportation

Within available City resources, employee may have access to a City vehicle to complete tasks required of employee.

Section 9. Outside Employment

Outside employment and business pursuits are prohibited unless first authorized by Council. Any outside employment or business pursuits must occur while Employee is on leave or must occur 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 City Clerk when the interests of the City require, without regard to regular work hours or days or the competing needs of the Employee's authorized outside employment or business pursuits.

Section 10. Compensated Leaves

A. Personal Time Off (PTO)
PTO shall accrue at the rate of 20 hours per month of service. PTO can be accumulated up to a maximum accrual of 400 hours. Sick leave shall be utilized only for the illness of the Employee, or illness in the Employee's immediate family, or vacation purposes Should the employee be absent for more than five consecutive working days, she shall be required to provide a physicians certificate to the Mayor. The Employer agrees to compensate the Employee for all remaining PTO hours at the termination of this agreement, payable at the same value as cashed in annual leave

B. Emergency Leave
The Employer agrees to grant the Employee a maximum of forty (40) hours emergency leave for death or serious illness in the immediate family. For purposes of this type leave, one's immediate family includes the Employee's spouse, child, parent, father-in-law, mother-in-law, brother and sister.

C. Family Medical Leave
The Employer is required under federal law to grant the Employee up to 12 workweeks of unpaid Family Medical Leave within a 12 month period for any of the following reasons:

- Birth or adoption of a child, placement of a child for adoption, foster care for children under age 18, or adoption of a child 18 or older if the child is incapable of self care due to disability.
- Caring for a child, spouse or parent with a serious medical condition.
- The employees own serious health condition.

To be eligible for leave the Employee must have worked a total of at least 12 consecutive months for at least 1,250 hours. The Employee must use any accrued vacation and sick leave concurrently with FMLA leave.

D. Injury Leave

Should the Employee become injured on the job, she will be entitled to the compensation benefits as provided by the Worker's Compensation Act.

E. Court Leave

The Employee shall be granted administrative leave for jury duty. Appearances in court by the Employee on behalf of the City are part of the Employee's normal job responsibilities, and she will be paid accordingly.

F. Administrative Leave

The Employee may be granted administrative leave with pay by a majority vote of the Council for reasons specified, including attendance at a clerk's professional conference.

G. Holidays

Employee is entitled to all City recognized paid holidays, but it is understood that from time to time Employee's duties may require her to work on such holidays.

Section 11. Benefits

A. Employee shall be allowed to participate in the City employee's group coverage plan for full family Life, Accidental Death & Dismemberment, Long Term Disability, Dental, Vision and Health insurance program with no premium deductible charged to the employee; provided, however nothing set forth herein shall prevent Employer from modifying, or reducing, benefits currently offered to City employees.

B. Employee shall have the opportunity to participate in the City Utility Services Benefit for the same monthly fee as paid by other City employees.

C. The Employer shall offer the Employee the opportunity to join and participate in the Alaska Public Employees Retirement System (PERS) equal to that which is provided for all other employees of the Employer.

Section 12. Indemnification.

City shall defend and indemnify employee in accordance with BMC 2.48.010 – BMC 2.48.030.

Section 13 Bonding

Employer shall bear full costs of any fidelity or other bonds required for the Employee under any law or ordinance.

Section 14 Notices

(1) EMPLOYER: City of Bethel
c/o Mayor, Eric Middlebrook
P.O. Box 1388
Bethel, Alaska 99559

(2) Employee: Lori R. Strickler
c/o City of Bethel
P.O. Box 1388
Bethel, Alaska 99559

Section 15 General Provisions

A. This Agreement constitutes the entire agreement between both parties. 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 executed by both parties.

B. This agreement shall be binding upon and inure to the benefit of the heirs at law and executors of the Employee.

C. In any provisions 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. The remainder of this agreement shall not be affected and shall remain in full force and effect.

D. Any civil action arising from this Agreement shall be brought in the superior court for the Fourth Judicial District of the State of Alaska at Bethel, Alaska. The laws of the State of Alaska and the City of Bethel shall govern the rights and obligations of the parties.

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 hereof.

F. This instrument and all appendices and amendments hereto embody the entire agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein; and this Agreement shall supersede all previous communications, representations or agreements, either oral or written, between the parties.

G. 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.

H. If any section or clause of this Agreement is held invalid by a court of competent jurisdiction, or is otherwise invalid under the law, the remainder of this Agreement shall remain in full force and effect.

I. The Consultant acknowledges that the Consultant has read and understands the terms of this Agreement, has had the opportunity to review the same with counsel of their choice, and is executing this Agreement of their own free will.

J. This Agreement may be executed by the parties hereto individually or in separate counterparts, each of which shall be an original and all of which taken together shall constitute one and the same document.

IN WITNESS WHEREOF, the City of Bethel has caused this agreement to be signed and executed in its behalf by its Mayor and the Employee has signed and executed this agreement both in duplicate.

Dated this 29 day of April, 2011.

Employer:

By: _____
Eric Middlebrook, Mayor
City of Bethel

Employee:

By: _____
Lori Strickler, City Clerk
City of Bethel

ANNUAL PERFORMANCE EVALUATION
NAME: LORI STRICKLER
DATE: JUNE 12, 2012
EMPLOYMENT CONTRACT EXPIRES MARCH 3, 2014

PART 1 — Evaluate the ability to accomplish the duties set forth by State statutes, the Municipal Code, and other duties as assigned by Council.

Attend City Council meetings as required, act as parliamentary advisor to Council, record and keep official journal of Council meetings	5	4	3	2	1
Assure notice and other requirements for public meetings are complied with	5	4	3	2	1
Assure public records are available for public inspection as required by law	5	4	3	2	1
Manage City records and develop retention schedules and procedures for inventory, storage, and destruction of records	5	4	3	2	1
Maintain an indexed file of all permanent municipal records, provide for codification of ordinances	5	4	3	2	1
Authenticate or certify City records as necessary	5	4	3	2	1
Prepare Council agendas and Council meeting packets as required by City Council	5	4	3	2	1
Conduct research and prepare information for Council as requested	5	4	3	2	1
Administer all municipal elections and assure that the municipality complies with the Voting Rights Act of 1965, as amended	5	4	3	2	1
Develop, prepare and defend the City Clerk's office annual budget and budget modifications	5	4	3	2	1
Take oaths and affirmations as necessary	5	4	3	2	1
Provide support and training to City boards, committees and commissions	5	4	3	2	1
Manage cemetery procedures and records	5	4	3	2	1
Ability to interface harmoniously and effectively with the public and all levels of management and government	5	4	3	2	1
Other duties as assigned by City Council	5	4	3	2	1

Total	

PART 2 — Evaluate the work ethics and work habits.

Work ethic	5	4	3	2	1
Dependability; can be depended upon without	5	4	3	2	1

Rating Scale:
5=Outstanding; 4=Very Good; 3=Good; 2=Satisfactory; 1=Needs Improvement

supervision					
Self-motivated; self-reliant; displays energy	5	4	3	2	1
Displays good judgment	5	4	3	2	1
Able to handle difficult or stressful situations	5	4	3	2	1
Adaptability; adjusts to various circumstances, new processes or changes	5	4	3	2	1
Manages time efficiently	5	4	3	2	1
Attitude and enthusiasm	5	4	3	2	1
Willingness and capability to carry out new assignments or projects	5	4	3	2	1
Availability to Council and public	5	4	3	2	1
Follows through with requests	5	4	3	2	1
Attendance record	5	4	3	2	1

Total	

PART 3 — Evaluate the quality of work produced and the degree of knowledge of work procedures and operations.

Accuracy, Completeness and Conformity	5	4	3	2	1
Knowledge of job	5	4	3	2	1
Ability to research and understand City ordinances	5	4	3	2	1
Ability to prepare resolutions, ordinances and reports to City Council	5	4	3	2	1
Quality of work	5	4	3	2	1
Takes pride in work	5	4	3	2	1
Ability and desire to research ways to improve operations	5	4	3	2	1
Exceeds expectation	5	4	3	2	1
Productive with time	5	4	3	2	1
Ability and desire to learn basic job functions	5	4	3	2	1
Ability and desire to learn beyond basic job functions	5	4	3	2	1
Presents completed work in an orderly fashion	5	4	3	2	1
Attention to details	5	4	3	2	1

Total	

Rating Scale:
5=Outstanding; 4=Very Good; 3=Good; 2=Satisfactory; 1=Needs Improvement

PART 4 — Evaluate personal relations/interactions with City Council members, City staff members and the public

Friendly, courteous and flexible	5	4	3	2	1
Maintains a helpful attitude; willing to help	5	4	3	2	1
Steps outside of job duties to help other city staff when needed (team player)	5	4	3	2	1
Working relationship with City Manager and City Department Heads	5	4	3	2	1
Effectively communicates with City staff, Council and the public	5	4	3	2	1
Writes clearly and concisely	5	4	3	2	1
Expresses ideas and opinions in a forthright, logical manner	5	4	3	2	1
Ability to work in stressful situations	5	4	3	2	1
Provides answers when not readily available; Follows through with requests for information	5	4	3	2	1
Acts as a liaison between the City Council and the general public	5	4	3	2	1

Total	

Part 1:	
Part 2:	
Part 3:	
Part 4:	
Overall Evaluation Total:	

Overall Evaluation

Outstanding	Very Good	Good	Satisfactory	Needs Improvement
250	**204**	**153**	**102**	**51**

Suggested Development/Training Goals:

Rating Scale:
5=Outstanding; 4=Very Good; 3=Good; 2=Satisfactory; 1=Needs Improvement

ANNUAL PERFORMANCE EVALUATION
NAME: LORI STRICKLER
DATE: JUNE 12, 2012
EMPLOYMENT CONTRACT EXPIRES MARCH 3, 2014

Council Member Comments:

City Clerk Comments:

Council Member's Signature _____ Date: _____

City Clerk's Signature: _____ Date: _____

Rating Scale:
5=Outstanding; 4=Very Good; 3=Good; 2=Satisfactory; 1=Needs Improvement

Additional Information