



City of Bethel  
Parks, Recreation, Aquatic, Health & Safety Center Committee  
Regular Meeting - Monday, September 14, 2020 6:00 pm  
City Hall Council Chambers, Bethel, AK

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We are hosting our public meeting via Zoom.

To join this meeting, follow these instructions:

Go to the website, <https://zoom.us/join> or

Call: 253-215-8782, 301-715-8592, 312-626-6799, 346-248-799, 699-900-6833, or 929-205-6099

Zoom Meeting ID: 859 9285 3564 Passcode: 929294

Brian Lefferts  
Committee Chair  
Term Expires 2020

Judy Wasierski  
Vice-Chair  
Term Expires 2021

Kathy Hanson  
Committee Member  
Term Expires 2021

Beverly Hoffman  
Committee Member  
Term Expires 2021

Garrett Hussion  
Committee Member  
Term Expires 2022

Rose Henderson  
Committee Member  
Term Expires 2023

Kathryn Baldwin  
Alt. Committee Member  
Term Expires 2020

Michelle DeWitt  
Council Representative  
Term Expires 2020

Stacey Reardon  
YK Fitness Center Director

Corbin Ford  
Property Maint. Foreman  
Ex Officio Member

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. PEOPLE TO BE HEARD – Three minutes per person**

We are accepting written testimony from the public for each of our public meetings. Deadline to submit written testimony will be 4:00pm the day of the meeting. Please send written testimony to [pwadmin@cityofbethel.net](mailto:pwadmin@cityofbethel.net).

Anonymous submissions will not be accepted.

**IV. APPROVAL OF AGENDA**

**V. APPROVAL OF MINUTES**

- A. August 10, 2020 Regular Meeting
- B. August 24, 2020 Special Meeting

**VI. UNFINISHED BUSINESS**

- A. Phase II Multipurpose Facility
- B. 2020 Committee Goals
- C. Pinky's Park Developments and Updates Park Names
- D. Sugar-Sweetened Beverage Tax
- E. Parks/Public Spaces Permit System

**VII. NEW BUSINESS**

- A. Contracted Services/Re-establish a Parks and Recreation Department by FY2022

**VIII. PROPERTY MAINTENANCE REPORT**

**IX. YK FITNESS FACILITY DIRECTOR REPORT**

**X. COMMITTEE MEMBER COMMENTS**

**XI. ADJOURNMENT**

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Posted September 8, 2020 at City Hall, AC Co., Swanson's, and the Post Office.

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# City of Bethel, Alaska

## Parks, Recreation, Aquatic, Health & Safety Center Committee Minutes

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August 10, 2020

Regular Meeting

Bethel, Alaska

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**I. CALL TO ORDER:**

A regular Parks and Recreation Committee Meeting was held on August 10, 2020 via Zoom. Brian Lefferts called the meeting to order at 06:06 pm.

**II. ROLL CALL:**

Comprising a quorum of the committee, the following were present for Roll Call: Brian Lefferts, Judy Wasierski, Kathy Hanson, Rose Henderson, Michelle DeWitt and Garrett Hussion.

Also Present: Stacey Reardon and Charlie Dan

Excused Absence: Beverly Hoffman

Unexcused Absence: Corbin Ford

**III. PEOPLE TO BE HEARD:**

Ruth Miller – Codman Services quote information to 907-545-8177 or [ruth.miller@codmanservices.com](mailto:ruth.miller@codmanservices.com)

**IV. APPROVAL OF AGENDA:**

<b>MOVED BY:</b>	Judy Wasierski	Motion to approve Agenda.
<b>SECONDED BY:</b>	Kathy Hanson	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

<b>MOVED BY:</b>	Michelle DeWitt	Motion to move agenda items State/Cleanliness of Parks, Property Maintenance Report, Sugar-Sweetened Beverage Tax before Unfinished Business Items.
<b>SECONDED BY:</b>	Rose Henderson	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

**V. APPROVAL OF MINUTES:**

<b>MOVED BY:</b>	Kathy Hanson	Motion to approve meeting minutes for July 13, 2020.
<b>SECONDED BY:</b>	Judy Wasierski	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

**VI. UNFINISHED BUSINESS:**

- A. Phase II Multipurpose Facility- Keep on agenda
- B. 2020 Committee Goals-
- C. Pinky's Park Developments and Updates Park Names-

**VII. NEW BUSINESS:**

- A. Sugar-Sweetened Beverage Tax-

<b>MOVED BY:</b>	Michelle DeWitt	Motion to suspend the rules to hear from Amber Jones from the YKHC Diabetes Program.
<b>SECONDED BY:</b>	Kathy Hanson	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

Falling short \$130,000 each year of profits from the Fitness Center to get the facility to be budget neutral, this Sugar-Sweetened Beverage Tax will be a great effort to support that goal. Special Meeting on the 24<sup>th</sup> at 6:00 PM to discuss in greater detail.

- B. Re-establishing a Parks and Recreation Department by FY2022- Combine this agenda item with Contract Services

- C. Parks/Public Spaces Permit System-
- D. State/Cleanliness of Parks- Most years, the Sport's Field is usually up kept. What happened?  
When will it get fixed?
- E. YK Fitness Center COVID Policies

**VIII. PROPERTY MAINTENANCE REPORT:**

**IX. YKFC FACILITY DIRECTOR'S REPORT:**

**X. MEMBER COMMENTS:**

- Brian Lefferts: Thank you
- Judy Wasierski: No comment.
- Kathy Hanson: No comment.
- Garrett Hussion: Pinky's Park/Skate Park kids pushing soda cans under the ramps.
- Michelle DeWitt: No comment.
- Rose Henderson: No comment.
- Kathryn Baldwin: No comment.

**XI. ADJOURNMENT:**

<b>MOVED BY:</b>	Kathy Hanson	Motion to adjourn.
<b>SECONDED BY:</b>	Judy Wasierski	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

With no further business, meeting adjourned at 8:12 PM.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
Brian Lefferts  
Committee Chair

\_\_\_\_\_  
Charlie Dan  
Recorder of Minutes

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# City of Bethel, Alaska

## Parks, Recreation, Aquatic, Health & Safety Center Committee Minutes

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August 24, 2020

Special Meeting

Bethel, Alaska

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**I. CALL TO ORDER:**

A special Parks and Recreation Committee Meeting was held on August 24, 2020 via Zoom. Brian Lefferts called the meeting to order at 06:05 pm.

**II. ROLL CALL:**

Comprising a quorum of the committee, the following were present for Roll Call: Brian Lefferts, Kathy Hanson, Beverly Hoffman, Rose Henderson, and Michelle DeWitt.

Also Present: Stacey Reardon and Charlie Dan

Excused Absence: Kathryn Baldwin

Unexcused Absence: Corbin Ford

**III. PEOPLE TO BE HEARD:**

**IV. APPROVAL OF AGENDA:**

<b>MOVED BY:</b>	Rose Henderson	Motion to approve Agenda.
<b>SECONDED BY:</b>	Kathy Hanson	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

**V. SPECIAL ORDER OF BUSINESS:**

**A. Sugar-Sweetened Beverage Tax-**

<b>MOVED BY:</b>	Beverly Hoffman	Motion to suspend the rules to hear from Lori Strickler.
<b>SECONDED BY:</b>	Kathy Hanson	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

Distribution of funds- Long-term funding for the Pool.

\$0.01 per fluid ounce

Beverly, Two reasons-supports a much needed gym and healthy program's trail.

<b>MOVED BY:</b>	Michelle DeWitt	Motion to suspend the rules to hear from Amber Jones.
<b>SECONDED BY:</b>	Beverly Hoffman	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

Utqiagvik-American Beverage Association will push back on this tax heavily.

YKHC and Public Health Nursing would be able to support this. Bethel Family Dental may be a contender.

How to utilize revenue? Make up for loss of revenue and/or funding for Phase II of the Fitness Center

<b>MOVED BY:</b>	Beverly Hoffman	Motion to amend 04.07a090 clarify how to prioritize funds. "Prioritize making up the deficit in annual sales tax revenue to the YKFC and strategic planning for a Phase II gym, followed by trails and boardwalk development and other recreational operations."
<b>SECONDED BY:</b>	Rose Henderson	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

Change wording to indoor/outdoor recreation

<b>MOVED BY:</b>	Kathy Hanson	Motion to amend wording to replace recreation to indoor and outdoor recreation in the second whereas.
<b>SECONDED BY:</b>	Rose Henderson	

<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	
<b>MOVED BY:</b>	Beverly Hoffman	Motion to add verbiage in the ordinance after Indoor Recreation is a limited commodity, "Funds from this will support the development and construction of Phase II, a Multipurpose Community Gym."
<b>SECONDED BY:</b>	Rose Henderson	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	
<b>MOVED BY:</b>	Kathy Hanson	Motion to add verbiage at the end of whereas statements inside the ordinance, "Sustaining and expanding our current Fitness Center will improve social and physical well-being for current and prospective residents."
<b>SECONDED BY:</b>		
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

<b>MOVED BY:</b>	Beverly Hoffman	Motion to approve ordinance as amended.
<b>SECONDED BY:</b>	Kathryn Baldwin	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

**VI. MEMBER COMMENTS:**

Brian Lefferts: Excited to see where this ordinance goes from here.  
 Kathy Hanson: No comment  
 Beverly Hoffman: Develop strong talking points in support of this ordinance; get everyone excited about where the funds will go.  
 Garrett Hussion: No comment  
 Rose Henderson: Thank you for being patient with me, I would like to be transparent with the community. The more information we can give the community, the better; the more power we have allocating those funds to what is needed without any backlash.  
 Kathryn Baldwin: No comment  
 Michelle DeWitt: Thank you to Amber for helping with some of the research on this ordinance and to Lori for putting this ordinance together and to all of you for your input tonight. Stay tuned to Council Meeting tomorrow night to see their response to this.

**VII. ADJOURNMENT:**

<b>MOVED BY:</b>	Beverly Hoffman	Motion to adjourn.
<b>SECONDED BY:</b>	Kathy Hanson	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

With no further business, meeting adjourned at 7:25 PM.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
 Brian Lefferts  
 Committee Chair

\_\_\_\_\_  
 Charlie Dan  
 Recorder of Minutes

# CITY OF BETHEL, ALASKA

## Resolution #20-12

### A RESOLUTION BY THE BETHEL CITY COUNCIL FORMALLY NAMING MUNICIPAL PARKS

- WHEREAS,** the City of Bethel has few records with formalized park names for our community parks;
- WHEREAS,** as the organization works on a plan to improve our park maintenance, and esthetics to include signage, the need to confirm formally the names of some of our parks has become apparent;
- WHEREAS,** the City of Bethel, City Council, hereby formalize the names of the following City parks:

#### Parks with adopted and known names:

<b>Name</b>	<b>Big Dipper Field</b>
<b>Location</b>	West Side of Pinky's Park
<b>Legal Description</b>	
<b>Acreage:</b>	1.39
<b>Size:</b>	180' X 338'/60840 square feet
<b>Legislative Action:</b>	Current Resolution
<b>Additional Info.</b>	Name selected through the 2019 Kids Vote Program

<b>Name</b>	<b>Dillon Park</b>
<b>Location</b>	216 Chief Eddie Hoffman Highway
<b>Legal Description</b>	Part of Plat 99-12 Block 1 Lot 2
<b>Acreage:</b>	Shared with City Hall 120,672 square feet
<b>Size:</b>	66' X 33'/2,178 sq. ft.
<b>Legislative Action:</b>	Current Resolution
<b>Additional Info.</b>	Chief Tom Dillon, fallen officer while on duty

<b>Name</b>	<b>Owl Park</b>
<b>Location</b>	411 Ptarmigan Street
<b>Legal Description</b>	Block 2, Ptarmigan-Tundra view Subdivision Plat 83-7
<b>Acreage:</b>	38661 square feet
<b>Size:</b>	210'X245.54x191.86X121.82
<b>Legislative Action:</b>	Current Resolution

<b>Name</b>	<b>Pinky's Park</b>
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Introduced by: Council Member DeWitt  
Date August 25, 2020  
Action:  
Vote:

**Location** 301 Akiachak  
**Legal Description** Plat #71-425 Tract A  
**Acreage:** 21.986  
**Size:** 143.03 X 665.5 (odd shape)  
**Legislative Action:** Resolution 366  
**Additional Info.** Named after Thomas Pinky Sekenoff in 1981.

**Name** **Tundra Ridge Park**  
**Location** 9431 Ayaginar Drive  
**Legal Description** Lot 30, Block 2, Phase 1, Tundra Ridge Subdivision  
**Acreage** 0.29  
**Size** 50' X 250'/12,500 sq ft.  
**Legislative Action:** Current Resolution  
**Additional Info.** Resolution 11-24 Refers to but does not adopt an official name.

**Name** **Wally's Park**  
**Location** 202 Akiak Drive  
**Legal Description** Lot 10, Block 9, Plat # 71-425  
**Acreage:** 0.332  
**Size:** 33,443 square feet  
**Legislative Action:** This Resolution  
**Additional Info.** Named after Wally Wallace the individual that donated the land.

**WHEREAS,** the City of Bethel, City Council, hereby identifies the following parks as not yet having a formal name and will hold off on formal naming the parks at this time:

**Name** **Unnamed "Senior Center Park"**  
**Location** 127 Atsaq Street  
**Legal Description** Block 2, Tract H Bethel Heights  
**Acreage:**  
**Size:**  
**Legislative Action:**  
**Additional Info.**

**Name** **Unnamed "Bethel 4-H Youth Center Playground"**  
**Location** 519 Mission Drive  
**Legal Description** Lot 2B, Block 7, USS 3770  
**Acreage:** .12  
**Size:** 77' X 67'/ 5159 sq. ft.

Introduced by: Council Member DeWitt  
Date August 25, 2020  
Action:  
Vote:

**Legislative Action:**  
**Additional Info.** Also known as the 4H Youth Center

**Name** **Unnamed "Slough/Boat Ramp Park"**  
**Location**  
**Legal Description** Lot 7, Block 10 East Addition USS 3790  
**Acreage:**  
**Size:**  
**Legislative Action:**  
**Additional Info.**

**Name** **Unnamed "Lion's Club Park or Bluff Park"**  
**Location** On Bluff drive across from the Bethel Lions Club  
**Legal Description**  
**Acreage:** .56  
**Size:** 410' X 60'/ 24,600 sq. ft.  
**Legislative Action:**  
**Additional Info.** Property is allocated to the Port for the bank stabilization project.

**Name** **Unnamed "DATU Park"**  
**Location** Firs Avenue Across from First National Bank  
**Legal Description**  
**Acreage:** .172  
**Size:**  
**Legislative Action:**  
**Additional Info.** Leased to the K300 Committee

**WHEREAS,** creating a legislative record encompassing all park properties and formalizing names for those that have names, will provide for accurate referencing and signage of properties for the future.

**NOW THERFOR BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BETHEL, ALASKA THIS \_\_\_ DAY OF AUGUST 2020 BY A VOTE OF \_ IN FAVOR AND \_ OPPOSED.**

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

ATTEST:

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

Introduced by:  
Introduction Date  
Public Hearing Date:  
Action:  
Vote:

## CITY OF BETHEL, ALASKA

### Ordinance #20-XX

#### AN ORDINANCE BY THE BETHEL CITY COUNCIL CREATING AN EXCISE TAX ON THE DISTRIBUTION OF SUGAR-SWEETEND BEVERAGE PRODUCTS

**WHEREAS,** the City of Bethel is focused on providing the best services to our community in the most responsible way;

**WHEREAS,** the goal of enhancing close-to-home outdoor recreation for Bethel citizens, improving park maintenance for current parks, and maintaining and extending the community's trail system is a priority for the City Council;

**WHEREAS,** the current City of Bethel Comprehensive plan has identified the following as priorities for the community of Bethel:

**Land Use Goal 4:** Create safe, livable neighborhoods centered around community facilities such as schools, parks, the teen center, and the senior center.

**Transportation Goal 3:** Provide a safe and efficient trail network to meet current and future needs, for year-round transportation and recreation use by Bethel residents and visitors.

**Economic Development Goal 7:** Maintain fair, competitive and sufficient local government taxes, fees and utility rates.

**Economic Development Goal 8:** Enhance the quality of life in Bethel to attract and retain individuals and businesses.

**Public Facilities and Services Goal 1 G.:** Provide and improve essential city services. Respond to current needs and plan for future demand. Link the extension of public facilities to land use development to ensure that growth occurs in a logical, planned and cost-effective manner. Youth and Adult Recreation. Sustain and enhance facilities and programs for youth and adult recreation.

**WHEREAS,** addressing **Land Use Goal 4**, in an effort to create safe livable neighborhoods, we currently have four subdivisions (Uivik, Blueberry, Larson, Kasayuli) that do not meet this criteria and lack recreational

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opportunities;

- WHEREAS,** addressing **Transportation Goal 3**, the City has a local and regional trail system; however, expansion of that trail system is needed to improve community accessibility for residents and visitors;
- WHEREAS,** the Comprehensive Plan identifies the need to have a safe and efficient trail network to meet current and future needs, to allow for year-round transportation and recreation;
- WHEREAS,** the boardwalk transportation link is safer for pedestrians and bicyclists than using the streets and is less costly than the at-grade pathway attached to roadways;
- WHEREAS,** the development of our current one mile of boardwalk can focus on trails that connect parks to offer pedestrians access to the City away from roads, dust impacts, and connect key locations such as the post office, Pinky's Park, schools;
- WHEREAS,** **Economic Development Goal 7 and 8**, explains the majority of the cash economy of Bethel is derived from regional services such as government administration, transportation, fuel and freight distribution, education, health care and social services; and has the goal of enhancing the quality of life in Bethel to attract and retain individuals and businesses;
- WHEREAS,** many of the top employers within the community (Lower Kuskokwim School District, Yukon Kuskokwim Health Corporation, City of Bethel) face significant difficulty recruiting staff to support their operations;
- WHEREAS,** according to the Comprehensive Plan, it is important to improve recreational attractions that benefit both residents and visitors, improve the appearance and characteristic of areas of town as well as improving the opportunities to share and learn about historic and contemporary cultures;
- WHEREAS,** it is challenging to retain and attract personnel; and it is important to invest in infrastructure that improves the quality of life of in our community and region;
- WHEREAS,** **Public Facilities and Services Goal 1 G.:** explains the need to create, sustain and enhance facilities and programs for youth and adult recreation;
- WHEREAS,** indoor recreation is a limited commodity for the community of Bethel and consists primarily of Lower Kuskokwim School District properties which

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support school sponsored activities which limit the availability for community use;

- WHEREAS,** there is an unmet need to develop an alternative space for widespread community use with year round availability for all ages;
- WHEREAS,** the City of Bethel is faced with significant budget constraints limiting the ability to meet the needs of the growing community;
- WHEREAS,** the organization has had to focus on essential services, due to this budget shortfall, placing a low priority on opportunities to increase the quality of life for our community members;
- WHEREAS,** it is clear that Bethel's operations are constrained by revenue projections of \$11,382,067 with estimated costs of operations \$11,300,950; when the City of Bethel, with a population of 6,135, covering an area of 50 square miles, with a staff of 99 Full Time Employees, is compared to other budgets among municipalities around the State of Alaska,
- City of Wasilla, population 8,801, with 13.13 square miles, 131 Full Time Employees, lists \$18,705,260 in projected revenues and \$19,138,047 in operation expenditures;
  - City of Palmer, population 6,223, with 5.7 square miles, 79.5 Full Time Employees lists \$11,608,593 in projected revenues and \$12,051,022 in operation expenditures, as the closest revenue operating budget to the City of Bethel it is important to point out a significant difference in their spending by comparing the streets and Roads budget for Palmer which totals \$653,358 to the City of Bethel's 2.7 million dollar budget;
  - City of Kodiak, population 5,942, with 5.4 square miles, 134 Full Time Employees lists \$42,071,678 in projected revenues and 42,071,678 in operation expenditures;
  - City of Homer, population 5,443, with 25 square miles, 101 Full Time Employees, lists \$25,306,581 in projected revenues and \$26,247,742 operation expenditures;
  - City of Soldotna, population 4,327, with 7.4 square miles, 74 Full Time Employees has a projected revenue of \$13,198,836 with an operating budget of \$13,248,888;
- WHEREAS,** Bethel is limited in their opportunity to raise revenue compared to many other communities in the State that have a local property tax to help support the services provided by the local government;

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**WHEREAS,** pursuing measures to increase revenues to support the community, will enable ourselves to reach the very reasonable and essential goals outlined in the Comprehensive Plan;

**WHEREAS,** continuing to maintain and grow our trail systems to provide transportation links between neighborhoods and business centers will support recreational activities and reduce pedestrian hazards from traffic and dust from the road system;

**WHEREAS,** improving our parks and expanding our park access to more neighborhoods will improve our community profile by supporting social, economic and physical well-being for our current and prospective residents and businesses;

**WHEREAS,** parks provide a gathering places for families, social groups, as well as for individuals of all ages and economic status, regardless of their ability to pay for access; additionally, recreational opportunities are also associated with a reduction in crime in communities;

**WHEREAS,** playgrounds are identified as one of the best investments citizens and cities can make in their children as playgrounds provide children critical unstructured, outdoor, creative and active play;

**WHEREAS,** recreational opportunities have been shown to increase physical activity, improve physical and mental health, lower body mass index, reduce stress and anxiety, decreased morbidity and even increased longevity; they have also been associated with quality of life and have been identified as one of the most important factors on how livable communities are.

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

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

**SECTION 2.** New Chapter 4.17a, Excise Tax on Sugar-Sweetened Beverage Product is added to the Bethel Municipal Code.

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#### **4.17a.010 Definitions.**

For the purposes of this Chapter, unless the context otherwise requires:

"Beverage for Medical Use" means a beverage suitable for human consumption and manufactured for use as a:

1. Source of necessary nutrition due to a medical condition, or
2. For use as an oral rehydration electrolyte solution for infants and children formulated to prevent or treat dehydration due to illness.

It shall not include drinks commonly referred to as "Sports Drinks" or any other common names that are derivations thereof.

"Bottled Sugar-Sweetened Beverage" means any sugar-sweetened beverage in a container that is ready for consumption without further processing, such as, and without limitation, dilution or carbonation.

"Caloric Sweetener" means a substance or combination of substances suitable for human consumption that adds calories to and is perceived as sweet to humans when consumed, including, but not limited to sucrose, dextrose, fructose, glucose, other mono and disaccharides; corn syrup or high-fructose corn syrup; or any other caloric sweetener designated by the city manager.

"Consumer" means a natural person who purchases a sugar-sweetened beverage product in the city for a purpose other than resale in the ordinary course of business.

"Distribution" or "distribute" means the transfer of title or possession:

1. From one business entity to another for consideration;
2. Within a single business entity, such as by a wholesale or warehousing unit to a retail outlet or between two or more employees or contractors; or
3. For products for which the tax imposed by this chapter has not been paid by a prior distributor, "distribution" or "distribute" also means the placement of a product with a retailer of sugar-sweetened beverage products.

"Distribution" or "Distribute" shall not mean the retail sale to a consumer.

"Distributor" means any person who distributes sugar-sweetened beverage products in the city.

"Milk Products" means natural fluid milk, regardless of animal source or butterfat content, natural milk concentrate, whether or not reconstituted, regardless of animal source or butterfat content, or dehydrated natural milk, whether or not reconstituted and regardless of animal source or butterfat content, and plant-based milk substitutes, that are marketed as milk, such as soy milk, coconut milk, rice milk and almond milk.

"Powder" means any solid mixture, containing one or more caloric sweetener as an ingredient, intended to be used in making, mixing, or compounding a sugar-sweetened beverage by combining the powder with one or more ingredients.

"Retailer of Sugar-Sweetened Beverage Products" means a person, other than a distributor, manufacturer, or wholesaler who receives, stores, mixes, compounds, or

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manufactures a sugar-sweetened beverage and sells or otherwise dispenses the sugar-sweetened beverage to the ultimate consumer.

"Simple Syrup" means a mixture of water and one or more natural or common sweeteners without any additional ingredients.

"Sugar-Sweetened Beverage" means any non-alcoholic beverage which contains at least 5 grams of caloric sweetener per 12 fluid ounces.

1. "Sugar-Sweetened Beverage" includes all drinks and beverages commonly referred to as "soda," "pop," "cola," "soft drinks," "sports drinks," "energy drinks," "sweetened ice teas," "sweetened coffees," or any other common names that are derivations thereof.
2. "Sugar-Sweetened Beverage" does not include any of the following:
  - a. Any beverage in which milk is the primary ingredient, i.e., the ingredient constituting a greater volume of the product than any other;
  - b. Any beverage for medical use;
  - c. Any liquid sold for use for weight reduction as a meal replacement;
  - d. Any product commonly referred to as "infant formula" or "baby formula";
  - e. Any alcoholic beverage;
  - f. Any beverage consisting of 100 percent natural fruit or vegetable juice with no added caloric sweetener. Natural fruit juice and natural vegetable juice is the original liquid with or without water added resulting from the pressing of fruits or vegetables;
  - g. Sweetened medication such as cough syrup, liquid pain relievers, fever reducers and similar products; or
  - h. Any product commonly used exclusively to mix with alcohol that may exceed 5 grams or more per serving of caloric sweetener per 12 ounces of fluid that is not a sugar sweetened beverage, including without limitation margarita mix, bloody mary mix, daiquiri mix or similar products.

"Sugar-Sweetened Beverage Product" means a bottled sugar-sweetened beverage or a sugar sweetened beverage made from the dilution of syrup or powder.

"Syrup" means any liquid mixture, containing one or more caloric sweeteners as an ingredient, intended to be used in making, mixing, or compounding a sugar-sweetened beverage by combining the syrup with one or more other ingredients.

#### **4.17a. 020 Excise tax on sugar-sweetened beverages.**

- A. In addition to any other taxes imposed by the city, the city hereby levies an excise tax of one cent (\$0.01) per fluid ounce on the privilege of distributing sugar-sweetened beverage products in the city. The tax is imposed only when the supply, acquisition, delivery or transport is for the ultimate retail sale of the sugar-sweetened beverage products within the city.
- B. For the purposes of this Chapter, the volume, in ounces, of a sugar-sweetened beverage product shall be calculated as follows:

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1. For a bottled sugar-sweetened beverage the tax shall be calculated on the volume, in fluid ounces, of sugar-sweetened beverages distributed to any person in the course of business in the city.
2. For sugar-sweetened beverage made from syrups and powders the tax shall be calculated on:
  - a. The manufacturer's suggested serving size for the volume of fluid ounces of sugar-sweetened beverages produced from syrup or powder upon the initial distribution of syrup or powder; or
  - b. If the labeling or packaging does not specify the recommended number of servings per container, the tax shall be calculated using the largest volume of fluid ounces of sugar-sweetened beverages that could be produced from syrup or powder upon the initial distribution of syrup or powder.

#### **4.17a.030 Exemptions.**

The tax imposed by this Chapter shall not apply to:

- A. Any distribution of syrups and powders sold directly to a consumer and intended for personal use by a consumer that are not already pre-mixed into a sugar-sweetened beverage product such as granulated sugar, honey, agave and similar products;
- B. Any milk product.
- C. Infant formula.
- D. Any alcoholic beverage.
- E. Any beverage for medical use.
- F. Any product that does not meet the definition of a sugar sweetened beverage.

**Commented [BL1]:** Some additional exemptions to consider:

To any distribution of natural or common sweeteners;  
To any distribution of added caloric sweeteners to a food product store, if the store then offers the added caloric sweeteners for sale for later use by customers of that store.

I wonder if it would be good to identify sales to non-profits such as the school or hospital are not exempt from this excise tax? Non profit exemption is listed under 4.16.160 N.

#### **4.17a.040 Registration of distributor**

- A. No person may sell, purchase, possess or bring sugar-sweetened beverage products into the city as a distributor without first registering with the City. The registration shall be on a form provided by the department and must include the information requested by the department.
- B. The registration required by this chapter is in addition to any other registration or license required by law.

#### **4.17a.050 Tax Collection and Returns**

- A. Prior to distributing any sugar-sweetened beverage products in the city, the distributor shall be registered with the city in accordance with BMC 4.17a.040.
- B. Each distributor of sugar-sweetened beverage products shall collect and every receiver of sugar-sweetened beverage products from a distributor shall pay the tax imposed in this chapter on each non-exempt distribution of a sugar-

Introduced by:  
Introduction Date  
Public Hearing Date:  
Action:  
Vote:

- sweetened beverage product.
- C. The tax shall be levied on the first distributor subject to the jurisdiction of the city, if the tax is not paid by the first distributor for any reason, it shall be levied on subsequent distributors, provided that the distribution of sugar-sweetened beverage products may not be taxed more than once in the chain of commerce within the city.
  - D. The receiver of any sugar-sweetened beverage product from a distributor shall include with its tax filing (BMC 4.16.240) of such product, the name of the distributor and amount of tax paid to the distributor.
  - E. If the receiver is exempt from filing sales tax with the city in accordance with BMC 4.16.160, Tax exemptions, the receiver shall:
    - 1. Provide to the city evidence that the distributor from whom the sugar-sweetened beverage products were received has registered as a distributor with the city; or
    - 2. Report to the city all such transactions, the volume in ounces of sugar-sweetened beverage products received in each transaction, and the identity and contact information of any unregistered distributor from who the sugar-sweetened beverage product was received and remit it to the city.
  - F. The burden of proving that any transaction is not subject to the tax imposed by this chapter is upon the person whom the duty to collect the tax is imposed.
  - G. The tax imposed by this chapter shall be due and payable in accordance with BMC 4.16.240, Tax Filing Schedule.

Commented [BL2]: Should this be and

#### 4.17a.070 Enforcement.

Except as otherwise provided by this Chapter, the tax imposed by this Chapter shall be administered in the same manner as taxes imposed pursuant to Chapter 4.16 and, without limitation, shall be subject to the same delinquency penalties, appeals processes and other enforcement provisions set forth in Chapter 4.16.

Commented [BL3]: Another question about the exemptions-we list the exemptions above, is that enough to prevent people from thinking nonprofits are exempt?

#### 4.17.080 Not a sales and use tax.

The tax imposed by this Chapter is a tax upon the privilege of conducting business, specifically, distributing Sugar sweetened beverage products within the city. It is not a sales, or use tax on the sale, consumption or use of Sugar-sweetened beverage products. The tax imposed herein shall be in addition to any license fee or tax imposed or levied under any other law, statute or ordinance.

#### 4.17a.090 Dedicated Revenues.

A. All revenues collected from the excise tax imposed by this chapter shall be deposited monthly in an interest bearing account dedicated to the park development fund and shall be designated for the funding of park and recreational design and development, park maintenance and other recreational opportunities in the City of Bethel.

Introduced by:  
Introduction Date:  
Public Hearing Date:  
Action:  
Vote:

**SECTION 3.** This Ordinance shall become effective sixty days following adoption by the Bethel City Council.

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

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

ATTEST:

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

# Yukon-Kuskokwim Fitness Center

Safety. Wellness. Community



September 1<sup>st</sup>, 2020

## Important Links

YK Fitness Center Website:

<http://www.ykfitness.org/>  
<http://www.ykfitness.org/covid19>

City of Bethel Website:

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

Bethel, AK Local News:

<https://www.kyuk.org/>

Yukon-Kuskokwim Health Corporation

Website: <https://www.ykhc.org/>

State of Alaska COVID-19 Website:

<http://dhss.alaska.gov/dph/Epi/id/Pages/COVID-19/monitoring.aspx>

CDC Website:

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

We appreciate your help to keep the facility safe so we can remain open for the community.

- If you are feeling sick, **please wait before visiting**. Call 543-6949 if you are experiencing COVID-19 symptoms.
- If you travel outside the Delta, or to any of the YK Delta villages with active COVID-19 cases **please do not visit the fitness center until after completing quarantine/testing**.
  - If you travel inside Alaska: quarantine for 14 days or test when returning to Bethel and isolate until you receive negative test results.
  - If you travel outside Alaska follow Alaska state guidelines <https://covid19.alaska.gov/travelers/>
- **Wear a Mask**: Everyone Age 2+ must wear a face mask for all activities except showering and swimming.
- **Keep your distance**: stay 6ft apart, 10ft while exercising
- **Wash your hands**

## Instructional Classes

### 3Ts with Warren

3Ts is a new class developed by Sensi Warren Polk. In this class Warren will work with students to help them develop balance, coordination, and flow through a combination of movements from various martial art forms including JUDO, Tai Chi, and Jeet Kudo. Mastery of the movements in this course will improve performance in a variety of sports, develop skills for self-defense, make daily living tasks easier, and increase overall wellbeing. This program has been adapted for social distancing, there will be no participant to participant or instructor to participant contact. Participants and Instructor will wear masks.

**Fall 1 Session: September 13<sup>th</sup> – October 31<sup>st</sup>.**

**Youth Class: Age 7-15, 4:30-5:30pm Tuesdays or Saturdays**

**Adult Class: Age 16+, 5:30-6:30pm Thursdays or Saturdays**

Register today [ykfitness.org/instructional](http://ykfitness.org/instructional) or call 543-0390. Participants may register for one class or both but may only attend the day registered for.

**Exercise & COVID-19**

- Exercise helps boost your immune system which fights off infectious diseases like COVID-19
- Exercise helps to prevent weight gain and is beneficial to adults who have chronic health conditions like diabetes
- Exercise is a proven mood-booster that reduces stress and anxiety
- Exercise improves sleep quality which helps to boost your immune system

**Exercise is more important now than ever.**  
Visit [ykfitness.org](http://ykfitness.org) to see our options.



# Yukon-Kuskokwim Fitness Center

Safety. Wellness. Community

September 7<sup>th</sup>, 2020



## Important Links

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<http://www.ykfitness.org/>  
<http://www.ykfitness.org/covid19>

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

Bethel, AK Local News:

<https://www.kyuk.org/>

Yukon-Kuskokwim Health Corporation

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CDC Website:

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## Instructional Classes Start Sept 13<sup>th</sup>

### 3Ts with Warren

In this class Warren will work with students to help them develop balance, coordination, and flow through a combination of movements from various martial art forms including JUDO, Tai Chi, and Jeet Kudo. Mastery of the movements in this course will improve performance in a variety of sports, develop skills for self-defense, make daily living tasks easier, and increase overall wellbeing. This program has been adapted for social distancing, there will be no participant to participant or instructor to participant contact. Participants and Instructor will wear masks.

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**Register today**

[ykfitness.org/instructional](http://ykfitness.org/instructional)

or call 543-0390.

Participants may register for one class or both but may only attend the day registered for.



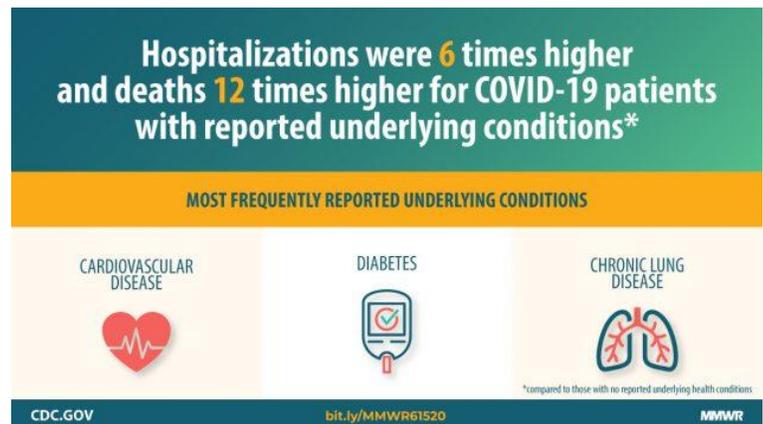
We hope everyone has seen the new city ordinances. If not click the picture to view. Our procedures here at the fitness center remain the same.

**Everyone Age 2+ must wear a face mask for all activities except showering and swimming. Please wear your mask in locker rooms and on pool deck.**

If you travel outside the Delta, or to any of the YK Delta villages with active COVID-19 cases **please do not visit the fitness center until after completing testing.** Remember to self-isolate while waiting for test results and if you experience any symptoms call the YKHC COVID-19 hotline at 543-6949.



**Staying active can help prevent and control chronic conditions. Visit [ykfitness.org](http://ykfitness.org) to see how we can help.**



**Stay active for you and for your family. About 1 out of 3 Alaska children is overweight or obese which increases their chances of developing chronic diseases.**

**Visit [ykfitness.org](http://ykfitness.org) for ideas.**



# Yukon-Kuskokwim Fitness Center

Safety. Wellness. Community

September 11<sup>th</sup>, 2020



Facility Hours  
Mon-Fri 5:30am-9pm  
Sat & Sun: 2pm-9pm

## Important Links

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<http://www.ykfitness.org/>  
<http://www.ykfitness.org/covid19>

City of Bethel Website:

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State of Alaska COVID-19 Website:

<http://dhss.alaska.gov/dph/Epi/id/Pages/COVID-19/monitoring.aspx>

CDC Website:

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

**Please help us stop the dirt at the door by removing or covering outside shoes at the facility entrance.**

If you are using the Cardio/Weight Room or Studio, **please bring a clean pair of "indoor" shoes** to use inside the facility. This significantly prolongs the life of our equipment.

**Thank you for helping us keep the facility and equipment clean and in good working condition.**

Keep It Neat!



**Indoor Shoes ONLY**

Remove or Cover all shoes that have been worn outside.

Thank you for helping keep our facility clean.



**My mask protects you. Your mask protects me. Thank you for helping keep our facility safe.**

If you experience any COVID-19 symptoms, have traveled, test positive for COVID-19, or are exposed to anyone who has tested positive for the virus **please do not visit the fitness center. Visit [ykfitness.org/covid19](http://ykfitness.org/covid19) for up to date policies for visiting the fitness center.**

## 3Ts with Warren

Develop balance, coordination, and flow to improve performance in a variety of sports, develop skills for self-defense, make daily living tasks easier, and increase overall wellbeing.

Masks and Social Distancing required.

**NEW Start Dates Sept 20<sup>th</sup> – Oct 31<sup>st</sup>.**

**Youth: Age 7-15, 4:30-5:30pm Tues or Sats**

**Adult: Age 16+, 5:30-6:30pm Thurs or Sats**

Register today [ykfitness.org/instructional](http://ykfitness.org/instructional) or call 543-0390.

Participants may register for one class or both but may only attend the day registered for.

Remember to self-isolate while waiting for test results.

If you experience symptoms of COVID-19 call the YKHC hotline at 543-6949.

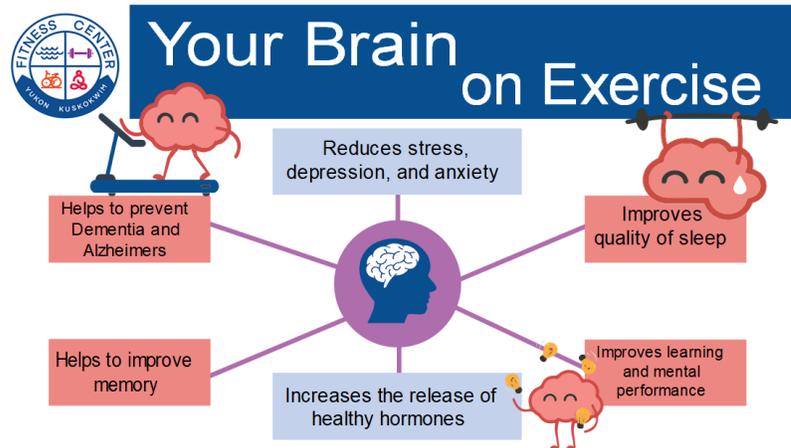
**According to the CDC the COVID-19 pandemic may be stressful for people. "Fear and anxiety about a new disease and what could happen can be overwhelming and cause strong emotions in adults and children. Public health actions, such as social distancing, can make people feel isolated and lonely and can increase stress and anxiety."**

**Coping with stress in a healthy way will make you, the people you care about, and your community stronger.**

## Club Interest Survey

Parents, with students not attending school we know many of you may be struggling to balance work hours with your children's needs and we wanted to reach out to see if there is interest in participation in club programs here at the Fitness Center. **Any programs we offer will comply with COVID-19 safety protocols and procedures to assure safety of staff and participants.** We appreciate your feedback on our [club interest survey](#) to help us get a sense of your needs and interests.

If you are not able to access the [survey](#) contact us at [ykfc@cityofbethel.net](mailto:ykfc@cityofbethel.net)



**Stay active and healthy for yourself and for your family.**

**Youth experience stress and anxiety just like adults and benefit from time spent being active with the adults in their lives.**



As we move into the Fall and COVID-19 continues to be a safety concern we continue to conduct regular reviews of safety recommendations from the CDC, Alaska DHSS, and YKHC and maintain or update facility policies accordingly. Current policies are listed below and are updated as needed to assure facility safety for our community. Updates can be found on our website at [ykfitness.org](http://ykfitness.org).

**Thank you for wearing your face mask!**

**Mask required for everyone age 2yrs+.**

- Fitness Rooms
- Locker Rooms
- Cycles
- Pool deck

**YK Fitness Center COVID-19 Guidelines**

We greatly appreciate your help in assuring our facility a clean and safe environment for all by following these safety protocols. We understand these policies pose some challenges, but our goal is to keep everyone safe and we appreciate your understanding and assistance.

**GOOT MASK!** Fitness Center Hours  
 Mon-Fri, 5:30am-9pm  
 Sat & Sun, 2pm-9pm

If you experience any COVID-19 related symptoms contact the YKHC COVID-19 hotline at 543-6949.

**Feeling Sick?** Stay home when you are sick!

**Symptoms of Coronavirus (COVID-19)**  
 Know the symptoms of COVID-19, which can include the following:

**Health:** If you are feeling sick, please wait until you feel better before visiting.

**Travel:** If you have traveled please complete testing/ quarantine before visiting.

- If you traveled **inside Alaska**: test when returning to Bethel and isolate until you receive negative test results.
- If you traveled **outside Alaska** follow Alaska state guidelines <https://covid19.alaska.gov/travelers/>

**Exposure:** If you have been in close contact with someone who tested positive for COVID-19, please do not visit the facility. Follow directions given by health workers/contact tracers.

**Positive Test:** If you test positive for the COVID-19 virus, please do not visit the facility until after quarantining for at least 14 days from the time your test was taken. If you are symptom free after 14 days you may visit the facility. **If you experience any COVID-19 related symptoms contact the YKHC COVID-19 hotline at 543-6949.** Please do not visit the facility until at least 10 days after symptom onset and at least 48 hours after being free of all symptoms.

**Checkin Procedure:** At check-in, patrons and staff must sign a facility use waiver, confirm that they are symptom free, and provide contact information.

**Mask and Social Distancing Guidelines**

**Mask:** A face mask will be required for **ALL ACTIVITIES** except showering or swimming. This includes checking in, exercising, changing in locker rooms, and walking on the pool deck. Children under the age of 2 years are exempt.

Page 1 of 2 Updated 9/10/20

**YK Fitness Center COVID-19 Guidelines**

**Distance:** All patrons will be expected to follow social distancing guidelines.

- **6 Feet:** In common areas such as the pool deck and locker rooms, please stay 6 FEET from others.
- **10 Feet:** While exercising and in exercise spaces please stay 10 FEET from others.

**Capacity Limits:** To assure there is adequate space to allow for social distancing we will be enforcing capacity limits on each of our spaces. Please note that these limitations have been put in place to help keep you healthy and safe and we appreciate your assistance in maintaining healthy capacities for our spaces. If capacity limits are exceeded a reservation system will be implemented.

- Concessions & Lobby Area: 20
- Cardio/Weight Room: 14
- Studio: 14
- Pool and Pool Deck: 45
- Spa: 6
- Men's & Women's Locker Rooms: 12
- Men's & Women's Bathrooms: 4

**Sanitation**

Please wash your hands before participating in activities.

Our staff work throughout the day to maintain a high level of sanitation throughout the facility. We have also provided sanitizing wipes throughout the facility for patron's use. Please use these wipes to clean any item or surface that you have touched. These wipes contain a high-level sanitizer, do not use wipes on your face and do not place wipes in your mouth. Be sure to wash your hands before eating.

**Shower Curtains:** As a compromise between users with modesty concerns and users with contact concerns we have replaced most of the shower curtains, but will continue to have at least one stall without a curtain available for use by anyone concerns about this high contact item. Shower curtains are removed and washed daily.

**Memberships**

**Memberships:** All memberships were re-activated effective 5/9/20 and 2 additional days were added to the days remaining on the membership as of 3/18/20. For example, if your membership had 5 days remaining as of 3/18 when we closed, you had 7 days remaining as of 5/9/20 when we re-opened. If you have any questions or concerns, please contact us at [ykfc@cityofbethel.net](mailto:ykfc@cityofbethel.net).

**After Your Visit**

We realize that your time at our facility is only part of your day, if you test positive or learn that you were exposed to someone who has tested positive for CoVID-19 please be sure to include the YK Fitness Center in your contact tracing report to medical staff and feel free to contact Stacey at [Stacey.reardon@yhfif.com](mailto:Stacey.reardon@yhfif.com) to let us know the dates you were at the facility so we can help assure all staff and visitors you may have contacted self-isolate and get tested.

We appreciate your understanding and support.

Page 2 of 2 Updated 9/10/20

**Schedule, Events and Programs**

Visit [ykfitness.org](http://ykfitness.org) for the most up to date schedules and information

The Fitness Center continues to be open from 5:30am-9:00pm on weekdays and from 2pm-9pm on weekends. Group fitness classes continue to be the only regularly scheduled programming though we are reviewing the feasibility of adding additional programs. Lifeguard certification course is scheduled for September to help boost staffing. Warren Polk will be teaching a new instructional class that has been modified to meet COVID-19 safety precautions.

**YK Fitness Center Group Fitness Classes August 2020**

Class	Schedule	Class Capacity Limit
<b>Anti-Gravity Barre</b> Technique of Barre with Music	Monday at 6:00 AM 8/1, 8/11, 8/18	MFC = 10
<b>Cycling</b> Cardio and Core	Monday at 6:00 AM 8/1, 8/11, 8/18	MFC = 10
<b>Indoor Bootcamp</b> With Music	Monday at 6:00 AM 8/1, 8/11, 8/18	MFC = 10
<b>Week End Wind Down</b> with Music	Friday at 7pm 8/1, 8/11, 8/18	MFC = 10

**Classes are First Come First Served. Drop-in or use a Fitness Class Pass.**  
 Drop in Rate: \$1 Non-Member or \$5 Member  
 Visit [ykfitness.org](http://ykfitness.org) or call 543-6949 for more information or to purchase.

**Class Descriptions**

**Barre + Anti-Gravity:** This technique class is designed to tone, tighten and core your entire body with an emphasis on defining your abs and legs by using small, controlled movements, isometric holds and high repetitions, you can develop a strong, long and lean physique. This class is a fun concept where you combine elements of dance, yoga and full hip resistance training and will be unique. With lower focus on lower body strength training, and more emphasis on high rep upper body strength training, and core training, you will build lean muscle strength and improve your core. This class includes explosive isometric endurance, tone, coordination and balance.

**Bootcamp:** 45-minute class to get fit that using this full body training. Classes are designed so that participants expect moderate to high intensity on their schedule. Depending on your fitness level, you will use full-body interval training and will use 30-45 minute cardio and core training. This class is a fun concept where you combine elements of dance, yoga and full hip resistance training and will be unique. With lower focus on lower body strength training, and more emphasis on high rep upper body strength training, and core training, you will build lean muscle strength and improve your core. This class includes explosive isometric endurance, tone, coordination and balance.

**Cycling:** This 45-minute class is a stationary bike class. Participants will cycle to music, and through intervals from moderate to high intensity. This class is a fun concept where you combine elements of dance, yoga and full hip resistance training and will be unique. With lower focus on lower body strength training, and more emphasis on high rep upper body strength training, and core training, you will build lean muscle strength and improve your core. This class includes explosive isometric endurance, tone, coordination and balance.

**Week End Wind Down:** The Week End Wind Down is a 45-minute class that focuses on stretches for the total body and concludes with a relaxation segment. Includes your favorite music. This class is a fun concept where you combine elements of dance, yoga and full hip resistance training and will be unique. With lower focus on lower body strength training, and more emphasis on high rep upper body strength training, and core training, you will build lean muscle strength and improve your core. This class includes explosive isometric endurance, tone, coordination and balance.

**Become a Certified Lifeguard**

Lifeguard training will be offered as a blended learning program with a combination of online training and in person classes. Participants will need computer and internet access to participate in required online training.

In addition to the online content there will be swim skill requirements, in water skills tests and land skills tests. **In person classes will meet Tuesday-Friday, Sept 1<sup>st</sup> - 4<sup>th</sup>, 10am-5pm.** Candidates must be able to attend all classes.

**Important dates:**

- **NOW** start practicing your swim skills
- **August 26<sup>th</sup>:** Complete Registration
- **Aug 31<sup>st</sup>:** Complete Online training and manual review
- **Sept 1<sup>st</sup>:** Begin in person training

**Now Hiring Certified LIFEGUARDS!**

Blended Learning Course Begins Aug 27<sup>th</sup>  
 Registration Due by Aug 26<sup>th</sup>

Get certified and get a job!

This certification is offered with the support of the American Red Cross Centennial program

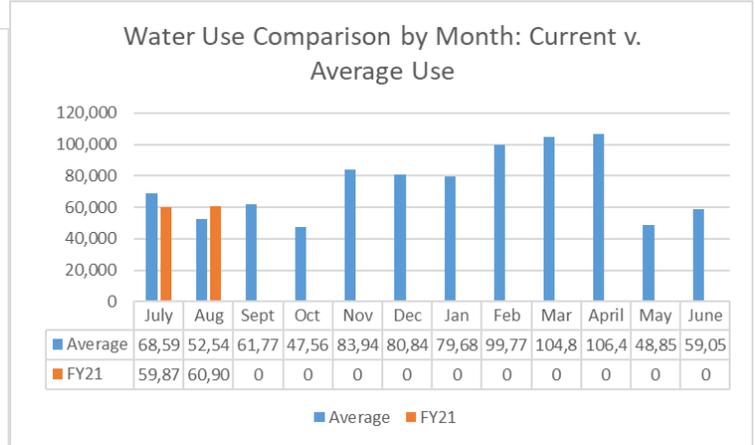
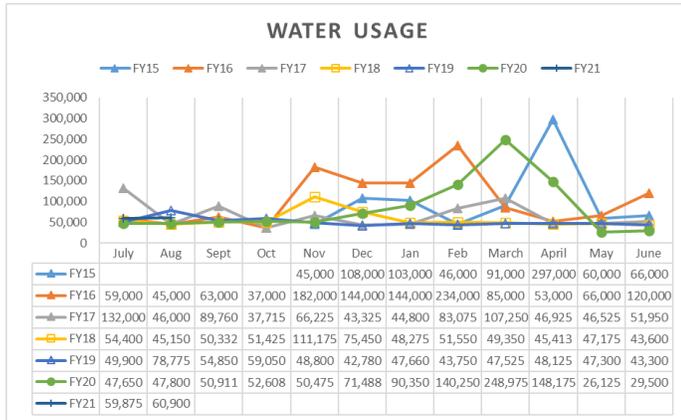
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**Register today [ykfitness.org/instructional](http://ykfitness.org/instructional) or call 543-0390.**  
 Participants may register for one class or both but may only attend the day registered for.

**Water**

Water use for August is slightly over average as we drained and cleaned the spa during August.



\*Note: Facility opened in November of 2014 (FY15). Starting during maintenance closure in Dec 2019/Jan 2020 hot water has been used to keep pipes from freezing resulting in higher than normal usage. Water was turned off in late March once outside temps were consistently above freezing temperatures.

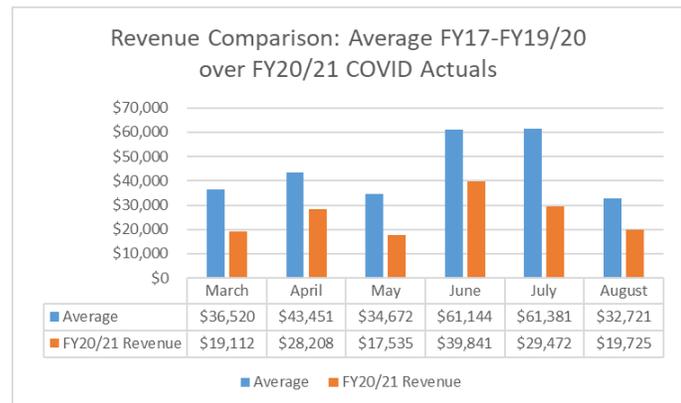
**Revenue**

Code	Facility Revenue	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Total	FY20 Budgeted	%attained
414	Memberships	\$11,442	\$4,193											\$15,634	\$350,000	4.47%
430	Pro Shop	\$4,489	\$2,920											\$7,409	\$44,982	16.47%
435	Concessions	\$5,124	\$3,410											\$8,534	\$70,092	12.18%
460	Entry Fees	\$5,994	\$8,332											\$14,326	\$100,000	14.33%
463	Facility Rental	\$2,264	\$554											\$2,818	\$44,600	6.32%
465	Program Fees	\$160	\$316											\$476	\$85,817	0.55%
Misc														\$0	\$0	
	<b>Facility Revenue Total</b>	<b>\$29,472</b>	<b>\$19,725</b>	<b>\$0</b>	<b>\$49,197</b>	<b>\$695,491</b>	<b>7.07%</b>									

As of January 2020, we were on target to meet or exceed FY19 revenue totals, but the combination of the Dec/Jan closure due to mechanical issues and the closures and ongoing restrictions due to COVID-19 concerns have limited revenue opportunities.

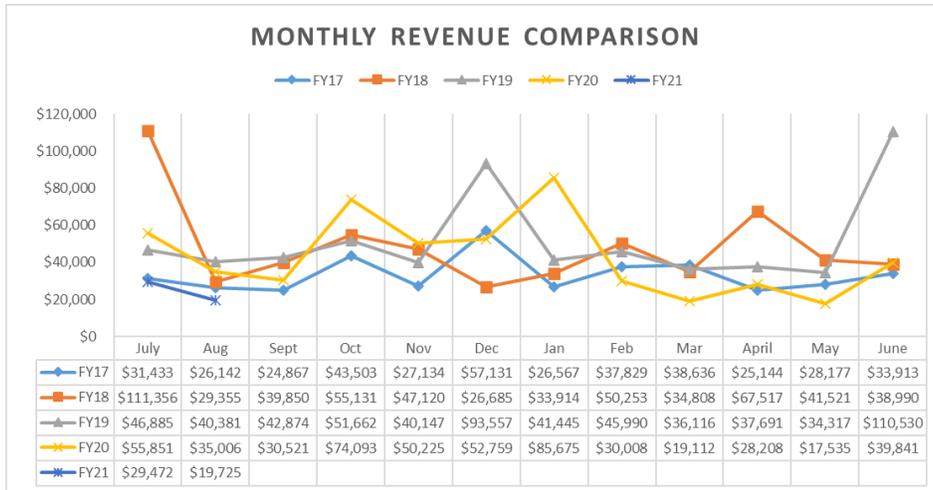
Comparing monthly revenue totals with average monthly revenue over the past 3 years, CoVID-19 related closures and restrictions have resulted in an approximate revenue loss of \$115,996 to date.

COVID-19 Comparisons	March	April	May	June	July	August	Total
Average	\$36,520	\$43,451	\$34,672	\$61,144	\$61,381	\$32,721	
FY20/21 Revenue	\$19,112	\$28,208	\$17,535	\$39,841	\$29,472	\$19,725	
COVID-19 Deficit	\$17,409	\$15,242	\$17,136	\$21,303	\$31,909	\$12,996	\$115,996

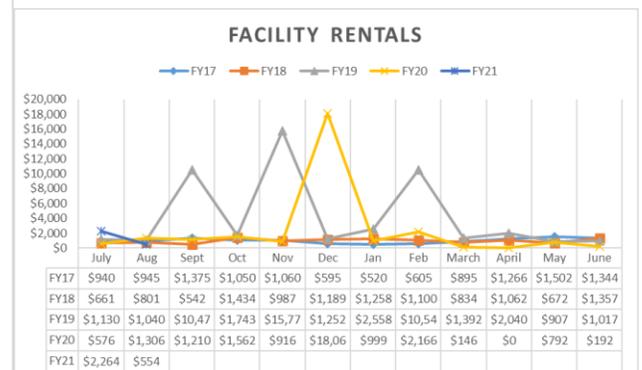
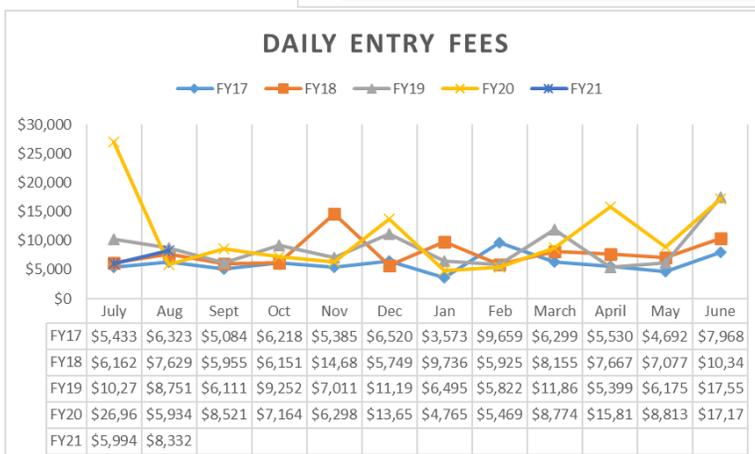
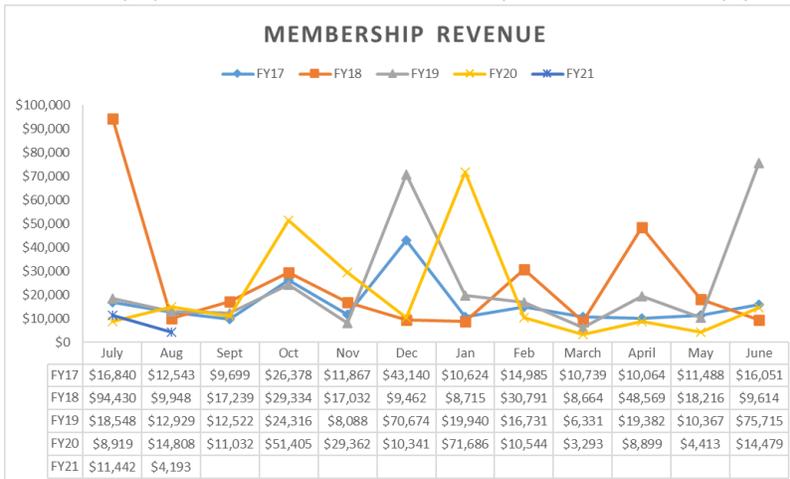


**Revenue Comparisons: Monthly Totals**

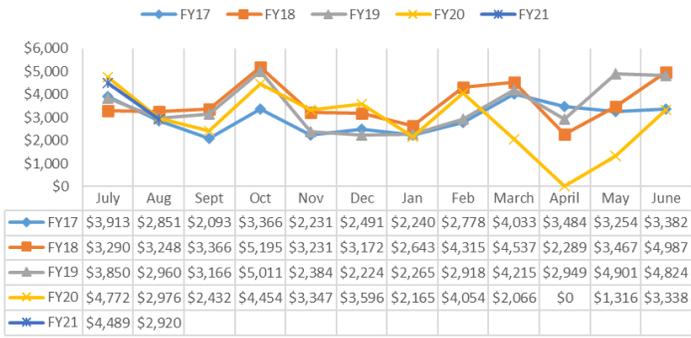
While August tends overall to be our lowest grossing month, revenue this month showed the continued impact of COVID-19 across all revenue categories.



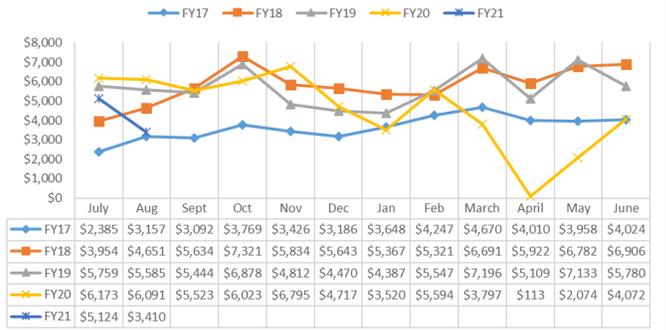
**Revenue Comparisons by line Item:** Sharp variations in revenue for memberships, daily entry and rentals are due primarily to inconsistencies in when payments are received from corporate membership partners.



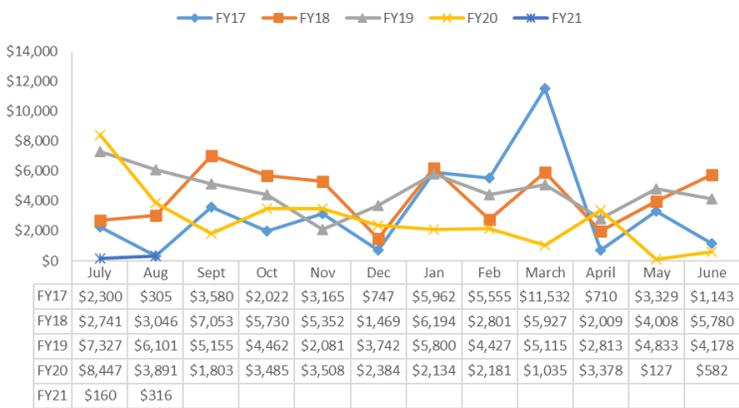
**PRO SHOP REVENUE**



**CONCESSIONS REVENUE**



**PROGRAMS REVENUE**

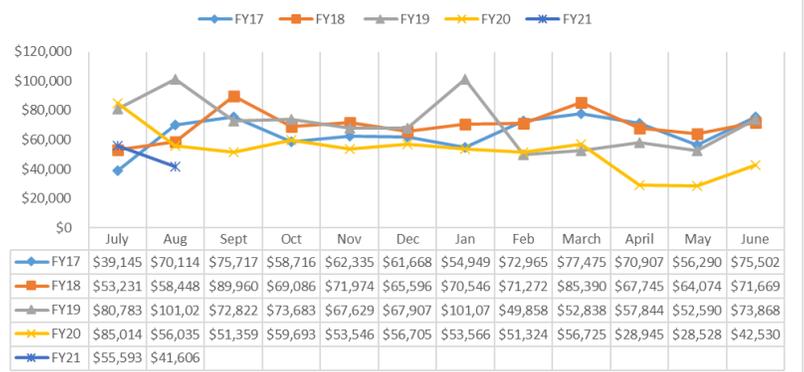


Variations in Program Revenue reflect registration periods that run across 6-8 week sessions as well as the variability of instructor schedules. Program offerings have been severely limited by safety concerns during COVID-19 with our only offerings being a small number of group fitness classes.

**FY21 Expenses**

Expenses	Jul-20	Aug-20	Total	Budgeted	% used
Wages	\$40,277	\$27,276	\$67,553	\$671,142	10.07%
Benefits	\$8,835	\$5,853	\$14,688	\$147,256	9.97%
520 Housing	\$1,545	\$1,545	\$3,090	\$43,822	7.05%
545 Travel/Training	\$0	\$0	\$0	\$3,000	0.00%
561 Supplies	\$2,983	\$4,356	\$7,340	\$101,671	7.22%
563 Wearing Apparel				\$2,731	
580 Boiler	\$0	\$0	\$0	\$6,000	0.00%
661 Vehicle Maintenance/Repair	\$0	\$0	\$0	\$250	0.00%
663 Janitorial Supplies/Services	\$39	\$707	\$746	\$20,400	3.65%
668 Software Licenses	\$717	\$214	\$931	\$8,146	11.43%
669 Other Purchased Services	\$0	\$0	\$0	#DIV/0!	
683 Minor Equipment	\$0	\$665	\$665	\$21,000	3.17%
684 Donations and Awards	\$0	\$0	\$0	\$500	0.00%
724 Dues/Subscriptions	\$186	\$186	\$371	\$2,100	17.67%
727 Advertising	\$64	\$0	\$64	\$8,000	0.80%
733 Postage	\$0	\$0	\$0	\$200	0.00%
736 Bank Charges	\$947	\$728	\$1,675	\$15,377	10.89%
790 Allowance for Special Events	\$0	\$0	\$0	\$850	0.00%
799 Miscellaneous	\$0	\$78	\$78	\$12,150	0.64%
<b>TOTAL</b>	<b>\$55,593</b>	<b>\$41,606</b>	<b>\$97,200</b>	<b>\$1,064,595</b>	<b>9.13%</b>

**COMPARISON OF MONTHLY EXPENSES**



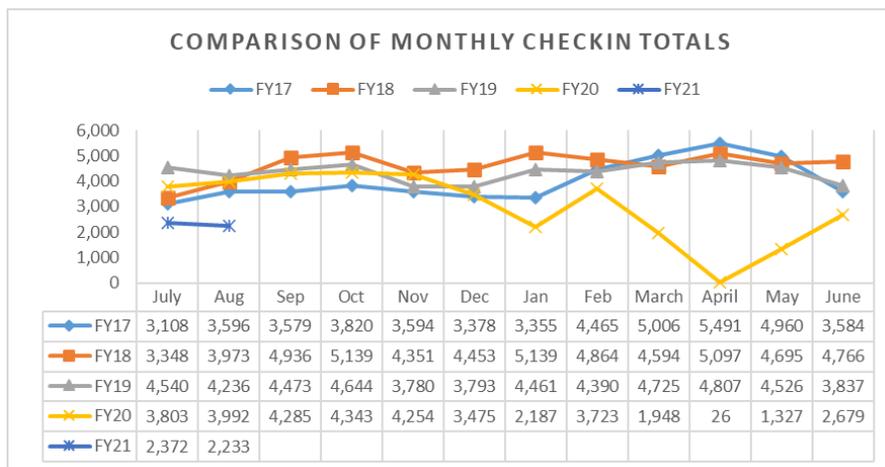
We have actively worked to keep expenses low through this time of reduced revenue due to CoVID-19 while still making seasonal purchases that are dependant on barge service. 3 pay periods fell during the July 2020 reporting period rather than the more frequent 2 pay periods.

Expense totals do not include purchases for the building that have been made by City of Bethel Property Maintenance.

### Facility Utilization

**Facility Check-In:** Facility Check-In numbers represent the total number of patrons who visited the facility and are based on a compilation of the number of members who checked-in, the number of daily passes sold and the number of participants in programs, activities, rentals and special events. These numbers represent facility visits, not individuals as most individuals visit the facility multiple times over the course of the month.

Facility Check-In	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Total
Member Checkins	1,179	1,208											2,387
Daily Admissions	1,130	946											2,076
Rentals	20	7											27
Fitness Programming	41	71											112
Aquatics Programming	2	1											3
Youth Programs	0	0											0
<b>Monthly Totals</b>	<b>2,372</b>	<b>2,233</b>	<b>0</b>	<b>4,605</b>									



Concerns about COVID-19 began impacting facility utilization in late February 2020 and into the facility closure which started by Governor mandate at 5pm March 18<sup>th</sup>. The facility reopened on May 9<sup>th</sup> at limited capacity and continues to be open with COVID-19 safety protocols in place. Patrons and staff continue to express concerns about using the facility and August utilization was approximately 57% of average with program offerings/participation being the most heavily impacted. As COVID-19 cases rise in the area we anticipate a continued downward trend.

Checkin Comparisons	March	April	May	June	July	August
Average	4,775	5,132	4,727	4,062	3,700	3,949
FY20/21	1,948	26	1,327	2,679	2,372	2,233
%	41%	1%	28%	66%	64%	57%

# City of Bethel, Alaska

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## City Clerk's Office- CITY MANAGER'S REPORT

### City of Bethel Emergency Operations Center

On August 28<sup>th</sup> 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 31<sup>st</sup>.

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 documented 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 31<sup>st</sup> 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 31<sup>st</sup>. 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 1<sup>st</sup>, to community partners and the transportation industry and will be reaching out to the business community before the end of this week. On September 1<sup>st</sup>, 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 8<sup>th</sup>, 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 Manger. 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 31<sup>st</sup>. 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

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
<b>TOTALS</b>	<b>13</b>	<b>1</b>	<b>2</b>	<b>13</b>	<b>1</b>

## 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

31 August 2020

*“Deep Sea and Transportation Center of the Kuskokwim”*



Celebrating 50 Years of Service

**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*

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. <b>Currently out of service at the V&amp;E department to replace the driveshaft.</b>
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

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## **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



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- **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

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## **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 construction 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 to 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.

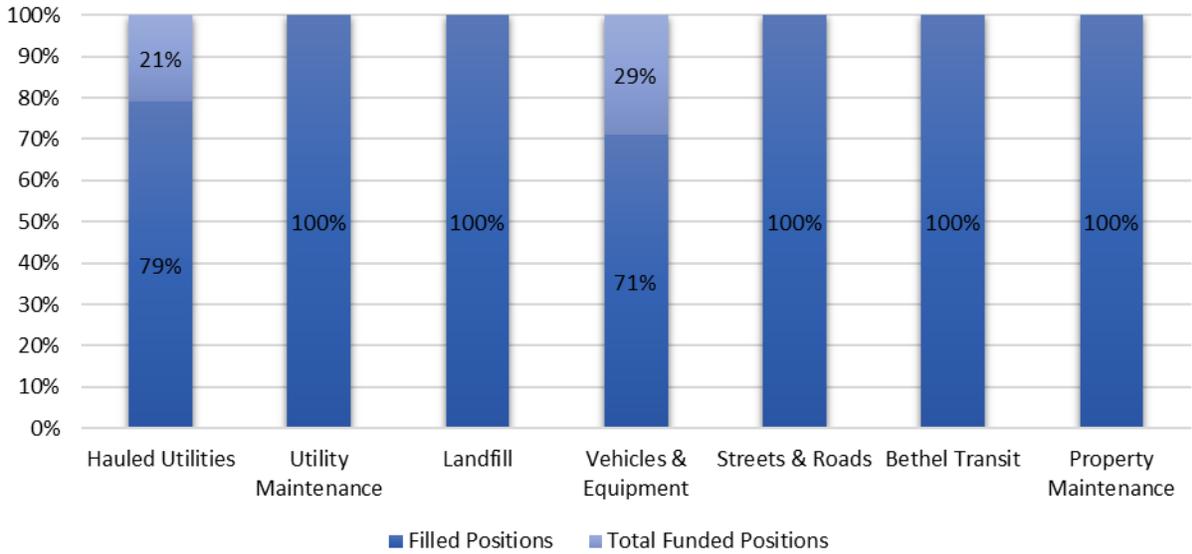
There have been several vehicles replaced around town. Our new dump truck and driver helped haul a bunch of the City's gravel. We have been covering dumpster trash on a consistent time frame.

### **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**

## Public Works Employment Vacancy Status



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



Bethel Transit System  
PO Box 1388  
370A 4<sup>th</sup> AVE  
Bethel, AK 99559-1388  
[www.cityofbethel.net](http://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 7<sup>th</sup> 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								
U.P. Church	81	U.P. Church	109	Passes Sold							
Bethel City Hall	2	Bethel City Hall	3	Adult Monthly - \$60							2
Mission&Ridge	0	Mission&Ridge	0	Youth Monthly - \$30							0
POOL/YUUT	0	POOL/YUUT	0	Senior Monthly - \$25							0
Mission&Akiak	0	Mission&Akiak	0								
City Hall	1	City Hall	0	ONC Monthly Senior - \$25							43
Cultural Center	1	Cultural Center	11	ONC Monthly Adult Chaperone -\$60							9
Hospital	88	Hospital	101								
PreMaternal	0	PreMaternal	3	TWC- Daily \$5							300
Post Office	274	Post Office	282	TWC - Adult Trip \$3							300
GCI/ONC	13	GCI/ONC	13	TWC - Child Trip \$2							300
Q-2	2	Q-2	6								
YK Admin	5	YK Admin	6	OCS - Adult Monthly - \$60							1
Covenant Church	8	Covenant Church	21								
1st National Bank	6	1st National Bank	16	Active Bus Service - Vehicle 440							
Swanson's	36	Swanson's	70	Oil Change - 8/22 @ 24,156.9 miles							
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								
<b>TOTAL</b>	<b>1224</b>	<b>Total</b>	<b>1224</b>								