



City of Bethel

P.O. Box 1388

Bethel, Alaska 99559

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Regular City Council Meeting

Tuesday, March 27, 2018

6:30 P.M.

Council Chambers; Bethel, Alaska



**City Council Meeting Agenda
Regularly Scheduled Meeting
March 27, 2018 – 6:30 pm
City Hall 300 State Highway, Bethel, AK
City of Bethel Council Chambers**

Rick Robb
Mayor
Term Expires 2018
rrobb@cityofbethel.net

Fred Watson
Vice-Mayor
Term Expires 2018
fwatson@cityofbethel.net

Leif Albertson
Council Member
Term Expires 2019
labertson@cityofbethel.net

Mark Springer
Council Member
Term Expires 2018
msprigner@cityofbethel.net

Naim Shabani
Council Member
Term Expires 2019
nshabani@cityofbethel.net

Thor Williams
Council Member
Term Expires 2019
twilliams@cityofbethel.net

Mitchell Forbes
Council Member
Term Expires 2019
mforbes@cityofbethel.net

Pete Williams
City Manager
543-2047
pwilliams@cityofbethel.net

Lori Strickler
City Clerk
543-1384
lstrickler@cityofbethel.net

Patty Burley
City Attorney

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **PEOPLE TO BE HEARD – Five minutes per person**
- V. **APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA**
- VI. **APPROVAL OF MEETING MINUTES**
 - a) *3-13-2018 Regular Meeting Minutes p.5
- VII. **REPORTS OF STANDING COMMITTEE**
- VIII. **SPECIAL ORDER OF BUSINESS**
 - a) Health Fitness Monthly Report p.22
- IX. **UNFINISHED BUSINESS**
 - a) Public Hearing Of Budget Ordinance 17-28(j): Amending The Adopted Annual FY 2018 Budget-Change To Water And Sewer Fund- Moving Alcohol Tax Revenue To Community Action Grant Fund (City Manager Williams) p.39
 - b) AM 18-20: Authorizing The City Manager To Negotiate And Execute A Contract Amendment To The Professional Services Agreement With Carmen Jackson CPA Originally Executed On January 19, 2016 (City Manager Williams) p.49
 - c) IM 18-03: Report To City Council, Pursuant To BMC 4.20.180 That The City Utilized An Emergency Procurement For A Lift Station Facility Failure (City Manager Williams) p.72
- X. **NEW BUSINESS**
 - a) *Introduction Of Ordinance 18-07: Amending Section 13.16.150(A) Of The Bethel Municipal Code, Solid Waste Collection, To Amend The Commercial Dumpster Rates And Adding A Six-Yard Dumpster (City Manager Williams) p.74
 - b) *Resolution 18-07: Authorizing The City Council’s Involvement In Association Of Village Council Presidents Yupiit Piciryarait Museum Advisory Committee And Appointment Of A Council Member To Yupiit Piciryarait Museum Advisory Committee (Mayor Robb) p.76
 - i. Appointment of Council Member to Yupiit Piciryarait Museum Advisory Committee
 - c) AM 18-23: Authorize And Approve City Administration To Sign A Construction Contract With Company X In The Amount Of \$1,389,850 To Repair The Existing Sewer Lagoon Jetty (City Manager Williams) p.79

Agenda posted on March 21, 2018 at City Hall, AC Co., Swanson’s, and the Post Office.

Kevin Morgan, Asst. City Clerk

(Items on the agenda noted with an asterisk (*) are considered the consent agenda.

All Resolutions noted with an asterisk (*) will automatically be adopted on the consent agenda unless removed from the consent agenda by Council. Ordinances introduced with an asterisk (*) on the consent agenda will automatically be introduced and set for **Public Hearing April 10, 2018**.

The Council may, after 12:00am, and only by a unanimous consent vote to Fix the Time to Which To Adjourn for the following day at 6:30 p.m.



**City Council Meeting Agenda
Regularly Scheduled Meeting
March 27, 2018 – 6:30 pm
City Hall 300 State Highway, Bethel, AK
City of Bethel Council Chambers**

- d) AM 18-24: Authorize And Approve City Administration To Issue Checks To Four Quarter 1 Community Action Grant Awardees Based On The Community Action Grant Committee’s Work On Scoring Applications And Deciding How To Divvy Up The Funds Available (City Manager Williams) p.80
- e) AM 18-25: Directing The City Manager To Invite The Alaska Commercial Company To A Meeting With Administration To Discuss The Concerns Raised In Council’s Resolution 18-03 And Alaska Commercial Company’s Plan To Address Those Concerns (Mayor Robb) p.81
- f) AM 18-26: Authorizing The City Manager To Negotiate And Execute A Lease Agreement With Community Leasing Partners For A 15 Year Lease To Own Agreement To Purchase The Hughes Ladder Truck Approved During The March 13, 2018 City Council Meeting (City Manager Williams) p.87
- g) AM- 18-27: Direct Administration To Prepare And Submit The FY 2019 Grant Application In The Amount Of \$323,081 To The Alaska Department Of Health And Social Services To Fund The Bethel Community Service Patrol Program (City Manager Williams) p.103
- h) *IM 18-04: Monthly Financial Report to Council (City Manager Williams) p.112
- i) *IM 18-05: Capital Improvement Project List For FY 2019 Budget Consideration (City Manager Williams) p.143

- XI. MAYOR’S REPORT**
- XII. MANAGER’S REPORTS**
- XIII. CLERK’S REPORT**
- XIV. COUNCIL MEMBER COMMENTS**
- XV. EXECUTIVE SESSION**
- XVI. ADJOURNMENT**

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Approval of the Meeting Minutes

I. CALL TO ORDER

A Regular Meeting of the Bethel City Council was held on March 13, 2018 at 6:30 p.m., in the council chambers, Bethel, Alaska.

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

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Comprising a quorum of the Council, the following members were present:	
Mayor Rick Robb	Council Member Mark Springer
Vice-Mayor Fred Watson	Council Member Leif Albertson
Council Member Mitchell Forbes	Council Member Thor Williams
Members Absent:	
Council Member Naim Shabani	
Also in attendance were the following:	
City Manager Pete Williams	City Clerk Lori Strickler
City Attorney Patty Burley	

IV. PEOPLE TO BE HEARD

Michelle Dewitt, Bethel Community Services Foundation- Addressed the Council with concerns related to the letter from Administration distributed to the non-profit community, which reflected interpretations of the new sales tax code which were different from those that were discussed in public meetings when the sales tax code was being developed. Stated there will be considerations made by the attorney to modify the current code to address the concerns identified.

Eileen Arnold, Tundra Women’s Coalition- Reiterated the statements provided by Michelle Dewitt and further stated that the earnings from the fund raisers aren’t going

into the pockets of owners or into bonuses for the employees and the money raised is going back into direct services.

Buck Bukowski, VFW Representative- Outlined the processes which the VFW uses to remit taxes to the City, which has become complicated since the monthly remittance requirements. Feels that it has become a very cumbersome process. Stated opposition to the City's intent to start taxing the revenues collected on the proceeds raised from fundraisers.

Mike Walsh, VP of Public Policy for the Foraker Group- Provided statements of support to the communities' non-profits in their quest to prevent unnecessary taxation on the non-profit sector. A goal of the Foraker Group is to establish a fair and equitable sales tax structure.

David E. Trantham Jr.- Stated opposition to the Council's spending of the tax payers' money. Suggested that businesses are leaving Bethel because of the City's Tax structure. Explained that the City's qualified audit is going to cost the tax payers money.

Mary Nanuwak- Stated that she doesn't feel as though the members of the Public Safety and Transportation Commission, of which she is a member do not treat her nicely. Complained that last year when she was backed into at the VFW, she was not able to get help from the Police Department.

V. APPROVAL OF THE CONSENT AND REGULAR AGENDA

Main Motion: Approve the Consent and Regular Agenda.

Moved by:	Springer
Seconded by:	Forbes
Action:	Motion carries by a vote of 6-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Williams <input checked="" type="checkbox"/> Forbes
Opposed:	∅

**Removal from
Consent:** New Business Item J, IM 18-03.

Moved by:	Williams
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**Removal from
Consent:** New Business Item B, Resolution 18-05.

Moved by:	Springer
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**Removal from
Consent:** New Business Item A, Introduction of Budget Ordinance 17-28 (j).

Moved by: | Robb

Removal from

Consent: New Business Item C, Resolution 18-06

Moved by: | Williams

VI. APPROVAL OF THE MEETING MINUTES

Item A – 2-27-2018 Regular Meeting Minutes

Passed on the Consent Agenda

VII. REPORTS OF STANDING COMMITTEES

Public Safety and Transportation Commission

A meeting has not been held since the last City Council Meeting.

Port Commission

A meeting has not been held since the last City Council Meeting.

Planning Commission

Nothing to report.

Parks, Recreation, Aquatic Health and Safety Center Committee

Michelle Dewitt- Thanked John Sargent for acting as recorder. There were three people that spoke in opposition to the Kasayuli park development. There will be a community forum about community parks next week. At the next committee meeting, the committee is going to consider concepts for the park development. The Committee is also concerned about the annual transfer from the pool account to the City's general fund; specifically, how that transfer lacks a processes for approving those transactions. The Committee established a scope of work and budget and presented a recommendation for the Council to contract parks and recreation services. The committee is also asking that the Council direct administration to draft a RFP for Owl Park completion.

Finance Committee

A meeting has not been held since the last city council meeting.

Energy Committee

A meeting has not been held due to a lack of a quorum.

Public Works Committee

A meeting has not been held due to a lack of a quorum.

VIII. UNFINISHED BUSINESS

Item A – Public Hearing Of Ordinance 18-03: Amending BMC Section 5.20.050(F) To Increase Maximum Taxi Cab Rates Charged By Cabs And 5.20.160 A. Increasing The Fees Paid By Cab Companies.

Mayor Robb opened the Public Hearing.

Jared Karr, Vice Chair of the Public Safety and Transpiration Commission- Wanted to clarify that the Commission has not had a chance to review the changes to the ordinance. Stated that the Commission, when they considered the pricing of the senior discount, adjusted the rate based off the new rate. The increase proposed is far below the cost of living increase of 20% over the last 11 years.

Mayor Robb closed the Public Hearing.

Main Motion: Adopt Ordinance 18-03 was made at the February 27, Regular Meeting.

Moved by: Forbes
Seconded by: Albertson
Action: Motion carries by a vote of 4-2
In favor: Springer Williams Forbes Albertson
Opposed: Robb Watson

Item B – Public Hearing Of Ordinance 18-04: Amending Section 4.16.160(p) Of The Bethel Municipal Code, Sales Tax Exemptions For Real Estate Purchases.

Mayor Robb opened the Public Hearing.

No one present to be heard.

Mayor Robb closed the Public Hearing.

Main Motion: Adopt Ordinance 18-04.

Moved by: Albertson
Seconded by: Springer
Action: Does not carry by a vote of 3-3
In favor: Albertson Springer Forbes
Opposed: Williams Robb Watson

Item C – Public Hearing Of Ordinance 18-05: Authorizing The Disposal Of Property Pursuant To BMC 4.08.030(B) Lease Agreement Between The City Of Bethel As Landlord And The Alaska Court System Tenant Of 17,045 Square Feet Of Office Space Within The Nora Guinn Justice Center, Court House Located At 204 Chief Eddie Hoffman Highway.

Mayor Robb opened the Public Hearing.

No one present to be heard.

Mayor Robb closed the Public Hearing.

Main Motion: Adopt Ordinance 18-05.

Moved by: Springer
Seconded by: Forbes
Action: Motion carries by a vote of 5-1
In favor: Robb Watson Springer Williams Forbes
Opposed: Albertson

Item D – Public Hearing Of Ordinance 18-06: Amending Chapter 1 Of The Bethel Municipal Code, General Provisions.

Mayor Robb opened the Public Hearing.

David E. Trantham Jr.- Stated concerns with the increase of the fines to \$400, as there are many people who are not able to pay these fines. Additionally asked the Council if they are going to be doing selective enforcement.

Mayor Robb closed the Public Hearing.

Main Motion: Adopt Ordinance 18-06.

Moved by: Springer
Seconded by: Albertson
Action: Motion carries by a vote of 6-0
In favor: Robb Watson Albertson Springer Williams Forbes
Opposed: -0

Subsidiary Motion: Take a ten-minute break.

Moved by: Springer
Seconded by: Williams
Action: Motion carries by a vote of 6-0
In favor: Robb Watson Albertson Springer Williams Forbes
Opposed: -0

IX. NEW BUSINESS

Item A – Introduction Of Budget Ordinance 17-28(j): Amending The Adopted Annual FY 2018 Budget-Change To Water And Sewer Fund- Moving Alcohol Tax Revenue To Community Action Grant Fund.

Main Motion: Introduce Ordinance 17-28(j).

Moved by: Springer
Seconded by: Forbes

Action:	Motion carries by a vote of 6-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Williams <input checked="" type="checkbox"/> Forbes
Opposed:	-0

Primary Amendment: Amend Revenues to strike 10-40-480 and insert 10-10200 and to amend Water and Sewer Fund to insert decreases to 51-10-100 in the amount of \$9,350.

Moved by:	Albertson
Seconded by:	Springer
Action:	Motion carries by a vote of 6-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Williams <input checked="" type="checkbox"/> Forbes
Opposed:	-0

Item B – Resolution 18-05: Authorizing The City’s Participation In The State Of Alaska’s Public Employees’s Deferred Compensation Plan.

Main Motion: Adopt Resolution 18-05.

Moved by:	Springer
Seconded by:	Albertson
Action:	Motion carries by a vote of 6-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Williams <input checked="" type="checkbox"/> Forbes
Opposed:	-0

Primary Amendment: Suspend the rules to hear from PERS Representative.

Moved by:	Springer
Seconded by:	Forbes
Action:	Motion carries by a vote of 6-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Williams <input checked="" type="checkbox"/> Forbes
Opposed:	-0

Lisa Templeton, Public Employees Retirement and Benefits; Kendra Kaska, Empower Retirement; and Keith Henthorn, City’s Human Resources Manager addressed the City Council.

Item C – Resolution 18-06: Authorizing The Administration To Enter Into A Lease Purchase Of A New Ladder Truck For The City Of Bethel Fire Department.

Main Motion: Adopt Resolution 18-06.

Moved by:	Springer
Seconded by:	Forbes
Action:	Motion carries by a vote of 6-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Williams <input checked="" type="checkbox"/> Forbes
Opposed:	-0

Subsidiary Motion: Suspend the rules to hear from the Fire Chief.

Moved by: Springer
Seconded by: Albertson
Action: Motion carries by a vote of 5-1
In favor: Robb Watson Albertson Springer Forbes
Opposed: Williams

Item D – AM 18-17: Appointment Of Brian M. Henry To The Finance Committee For A Term Of Three Years.

Passed on the consent Agenda.

Item E – AM 18-18: Authorizing The City Attorney To Travel To Nome For The Alcohol Beverage Control Board Meeting Of April 3, 2018.

Passed on the consent Agenda.

Item F – AM 18-19: Direct Administration To Sign A Village Safe Water Program Agreement In The Amount Of \$2,071,473 To Fund Additional 2018 Dredging Of The Sewer Lagoon.

Main Motion: Approve AM 18-19.

Moved by: Springer
Seconded by: Forbes
Action: Motion carries by a vote of 6-0
In favor: Robb Watson Albertson Springer Williams Forbes
Opposed: -0

Item G – AM 18-20: Authorizing The City Manager To Negotiate And Execute A Contract Amendment To The Professional Services Agreement With Carmen Jackson CPA Originally Executed On January 19, 2016.

Main Motion: Approve AM 18-20.

Moved by: Forbes
Seconded by: Springer
Action: Postponed

Subsidiary Motion: Postpone

Moved by: Springer
Seconded by: Williams
Action: Motion carries by a vote of 6-0
In favor: Robb Watson Albertson Springer Williams Forbes

Opposed:	-0
Main Motion:	Motion to Amend Something Previously Adopted, Introduction of Ordinance 17-28 (j).
Moved by:	Williams
Seconded by:	Watson
Action:	Motion does not carry by a vote of 3-3
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Williams
Opposed:	<input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Forbes <input checked="" type="checkbox"/> Springer

Item H – AM 18-21: Authorizing The City Manager To Negotiate And Execute A Contract With Hughes Fire Equipment/Pierce For The Purchase Of A Ladder Truck For The Fire Department.

Main Motion:	Approve AM 18-21.
Moved by:	Springer
Seconded by:	Forbes
Action:	Motion carries by a vote of 6-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Williams <input checked="" type="checkbox"/> Forbes
Opposed:	-0

Item I – AM 18-22: Direct Administration To Appoint And Identify One Staff Member To Act As The Primary Contact In The City For The 4th Of July Festivities.

Council Member Williams stepped away from the meeting at 9:32 p.m.

Main Motion:	Approve AM 18-22.
Moved by:	Forbes
Seconded by:	Springer
Action:	Motion carries by a vote of 5-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Forbes
Opposed:	-0

Council Member Williams returned to the meeting at 9:35 p.m.

Item J– IM 18-03: City Invokes BMC 4.20.180 Emergency Procurements Section To Handle Lift Station Failure.

Passed on the consent Agenda.

Item K – Personal Leave Request For The City Clerk March 16, April 13th and 16th And July 19 – August 3.

Passed on the consent Agenda.

X. MAYOR'S REPORT

XI. MANAGER'S REPORT

XII. CLERK'S REPORT

XIII. COUNCIL MEMBER COMMENTS

Mayor Richard Robb –
Looking forward to another Camai Festival. Encouraged that everyone travelled safely.
Wished hunters the best of luck in their hunting.

Vice-Mayor Fred Watson –
No comment.

Council Member Leif Albertson –
Reminded everyone that, although the roads are in bad condition, pedestrians still
have the right of way.

Council Member Mark Springer –
Hoped to see some of the higher snow berms get knocked down. Noted that Steven
Hawking passed away recently.

Council Member Thor Williams–
Reminded everyone that there is free style wrestling tournament.

Council Member Mitchell Forbes–
Welcomed everyone coming into town. Also encouraged people to celebrate Camai
responsibly. Parks and Recreation will hold another public meeting for Kasayuli park
development.

XIV. EXECUTIVE SESSION

XV. ADJOURNMENT

Main Motion: Adjournment.

Moved by:	Springer
Seconded by:	Forbes
Action:	Motion carries by a vote of 6-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Williams <input checked="" type="checkbox"/> Forbes

Opposed: | -0

Council adjourned at 10:11 p.m.

ATTEST:

Richard Robb, Mayor

Lori Strickler, City Clerk

Reports of Standing Committees

City of Bethel, Alaska

Public Safety & Transportation Commission

March 7th, 2018

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER

A regular meeting of the Public Safety and Transportation Commission was held on March 7, 2018 in the Bethel City Hall Council Chambers.

This meeting was called to order at 6:32 pm.

II. ROLL CALL

Present: Eileen Henrikson *Chair*
 Jared Karr *Vice Chair*
 Naim Shabani *Council Rep.*
 Mary Weiss
 Joan Dewey
 Monroe Tyler
 Mary Nanuwak *Alternate*

Absent: Julene Webber
 William Howell II *Fire Chief*

Ex-Officio Present: Burke Waldron *Chief of Police*
 Jesslyn McGowan *Recorder*

III. PEOPLE TO BE HEARD

No one to be heard

IV. APPROVAL OF AGENDA

MOVED:	Karr	Motion to move New Business right after Approval of Minutes
SECONDED:	Dewey	
VOTE ON MAIN MOTION	All in favor.	

V. APPROVAL OF MINUTES

MOVED:	Dewey	Motion to approve the minutes from the regular meeting of February 7, 2018
SECONDED:	Weiss	
VOTE ON MAIN MOTION	All in favor.	

VI. UNFINISHED BUSINESS

A. Taxi Cameras

Council Rep. Shabani gave the commission a review of this discussion on what he believes would fix the taxi camera situations that the cabs are having.

MOVED:	Karr	Motion to send a recommend to Council strike out BMC Code 5.30.100 Section F.2
SECONDED:	Weiss	
VOTE ON MAIN MOTION	All in favor.	

B. BMC Codes

Chief Waldron talked about the BMC codes and how they are outdated to today's taxi industry. Recommended to put together a commission to go through the BMC codes and find changes to make to clean up and organize the codes.

MOVED:	Karr	Motion to create a committee to meet to review the Chapter 5 BMC Codes and recommend changes to the commission
SECONDED:	Dewey	
VOTE ON MAIN MOTION	All in favor.	

MOVED:	Karr	Motion to amend wording in last motion and change it to two or less commission members rather than a whole committee
SECONDED:	Dewey	
VOTE ON MAIN MOTION	All in favor.	

VII. NEW BUSINESS

A. Tundra Ridge Re-Alignment

City Manager Pete Williams gave an update on what DOWL and DOT was wanting to do regarding the new road out to Tundra Ridge. He provided a handout showing the options of the roads. He stated nothing was set in stone yet and told everyone how they can go online to make public comments on which road they think would be best suited for Bethel. He also wanted to be put on the next agenda to give another update on this subject.

B. Transportation Planning

City Manager Pete Williams gave an update on the roads regarding Ridgcrest and also in front of the hospital. He provided handouts that are included in the packet and talked about the options they want to do with Ridgcrest and the possible three way stops. He hasn't heard of any new plans regarding the road in front of the hospital since Fall of 2016.

VIII. CHIEF’s COMMENTS

Chief Waldron – See Report in Commission Packet

Fire Chief Howell – See Report in Commission Packet

IX. TRANSPORTATION INSPECTOR’S REPORT

See Report in Commission Packet

X. COUNCIL REPRESENTATIVE’s COMMENTS

Council Rep Shabani updated the commission on three items from the council meeting that he thinks they should be aware of. The first item was congratulating the Chief of Police on his now permanent position with the police department. The second item was the courthouse will remain in its current building for the next two years and is no longer a worry about if they might lose the building or not. The last item was regarding the ordinance the commission passed to the city council. The council has changed some things on it and tabled the rest of it for the next council meeting.

XI. COMMISSION MEMBER’s COMMENTS

Jared Karr- Updated the commission about the City Council meeting he went to and spoke on behalf of the commission regarding the increase on taxi rates. He informed the commission on what the council did with the ordinance and when they’ll be talking about it again in a future council meeting.

Joan Dewey- Asked to add to the next agenda, an update with the Chiefs regarding the formal request for Phase II with GCI

Mary Weiss- No comment

Monroe Tyler- No Comment

Mary Nanuwak- Wanted clarification as to what she can and cannot do as an “alternate” member of the commission. Also asked Council Rep. Shabani questions she had regarding taxis.

Eileen Henrikson- No comment

XII. ADJOURNMENT

MOVED:	Weiss	Motion to adjourn.
SECONDED:	Karr	
VOTE ON MAIN MOTION	All in favor.	

Meeting adjourned at 7:44 pm.

APPROVED THIS _____ DAY OF _____, 2018.

Jesslyn McGowan, Recorder

Eileen Henrikson, Chair

City of Bethel, Alaska

Planning Commission

March 8, 2018

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

A regular meeting of the Planning Commission was held on March 08, 2018 at the City of Bethel, Council Chambers in Bethel, Alaska. Chair Kathy Hanson called the meeting to order at 6:31 PM.

II. ROLL CALL:

Compromising a quorum of the Commission, the following members were present for roll call: Kathy Hanson, Lorin Bradbury, Alex Wasierski, and Shadi Rabi.

Excused Absence: Scott Campbell

Unexcused Absence: Thor Williams, John Guinn, and Elizabeth Williams

Also present: City Planner, Betsy Jumper, Recorder, Pauline Boratko, ONC Representative, Calvin Cockroft, Rodney P. Kinney Associates Representative, Clark Kinney, and Solstice Alaska Consulting Representative, Robin Reich.

III. PEOPLE TO BE HEARD: No one wished to be heard

IV. SPECIAL ORDER OF BUSINESS:

V. APPROVAL OF THE AGENDA:

MOVED:	Lorin Bradbury	Motion to approve the agenda.
SECONDED:	Alex Wasierski	
VOTE ON MOTION	Unanimous	

VI. APPROVAL OF THE MINUTES:

MOVED:	Lorin Bradbury	Motion to approve the February 8, 2018 meeting minutes
SECONDED:	Alex Wasierski	
VOTE ON MOTION	Unanimous	

VII. NEW BUSINESS:

A. PUBLIC HEARING: Request for Special Use Permit- The City of Bethel Planning Office received a request for a public hearing for the placement and construction for a tall tower for the Bethel Wind Project. This area is underdeveloped land that is west of Old BIA Road, about 0.3 miles southwest of the BIA Administrative Site and approximately 1.2 miles west of the Bethel Airport. Land Owner: Bethel Native Corporation, P.O. Box 719, Bethel, Alaska. 99559. Contact: Ana Hoffman, 543-2124. Applicant: Alaska Village Electric Cooperative, 4831 Eagle Street, Anchorage, Alaska. 99503 Contact: Forrest Button 561-1818

MOVED:	Shadi Rabi	Motion to open public hearing
SECONDED:	Lorin Bradbury	

VOTE ON MOTION	Unanimous
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City planner gave an overview, Commissioners asked Robin Reich and City Planner questions. With No further questions or comments Chair Hanson closes public hearing.

MOVED:	Lorin Bradbury	Motion to approve Special Use Permit for the placement and construction for a tall tower for the Bethel Wind Project
SECONDED:	Alex Wasierski	

VOTE ON MOTION	Unanimous
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- A. PUBLIC HEARING: City of Bethel Planning Office received the filing of a preliminary plat from Rodney P. Kinney Association that creates Ciullkulek Subdivision, creating Block 1, Lots 1-9; Block 2, Lots 1-6; Block 3, Lots 1-17; Block 4, Lots 1-6; and Tract A, in the Bethel Recording District. Land Owner: Orutsararmiut Native Council, 117 P.O. Box 927, Bethel, AK. 99559 phone 907-543-2608 Contact: Clark E. Kinney, Rodney P. Kinney Associates, 16515 Centerfield Drive, Eagle River, Alaska 99577, (907) 694-2332

MOVED:	Shadi Rabi	Motion to open public hearing
SECONDED:	Lorin Bradbury	

VOTE ON MOTION	Unanimous
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City Planner gave her presentation, Commissioners asked Calvin Cockroft and City Planner questions. With no further questions or comments, Chair Hanson closes public hearing.

MOVED:	Lorin Bradbury	Motion to approve preliminary plat with the conditions of the City Planner's, including a subdivision agreement
SECONDED:	Alex Wasierski	

VOTE ON MOTION	Unanimous
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VII. PLANNER'S REPORT: Betsy Jumper gave her monthly report.

VIII. COMMISSIONER'S COMMENTS:

- L. Bradbury- no comment.
- A. Wasierski- no comment.
- S. Rabi- no comment.
- K. Hanson- I got us back in the commission training.

IX. ADJOURNMENT:

MOVED:	Lorin Bradbury	Motion to adjourn the meeting.
SECONDED:	Shadi Rabi	

VOTE ON MOTION	Unanimous
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With no further business the meeting adjourned at 7:20 pm

APPROVED THIS ____ DAY OF _____, 2018

ATTEST: Pauline Boratko, Recorder

Kathy Hanson, Chair

Special Order of Business

Events and Schedule

Easter: 4/1/18

- Facility Open 2pm-9pm
- Easter Eggstravaganza with Egg Hunts in the Pool 5-8pm

Memorial Day: 5/28/18 Facility Open 2pm-9pm

Free Lifeguard Training: May 29th – June 2nd, 12-6:30pm

Staffing

Operational Staff:

- Currently looking for a Full Time Maintenance Technician
- Currently looking for Full Time Operations Staff able work as Lifeguard, Front Desk Staff or Facility Attendant interchangeably

Programming Staff: We are looking for programming staff to fill the below roles:

- Swim Instructors
- Masters Swim Coach: Swim coach is not required to be American Red Cross Certified, but must have experience with coaching competitive swimming.
- Fitness Instructors and Certified Personal Trainers
- Instructors for any activity, craft or music patrons might be interested in learning.

Summer Staff: We are looking for summer staff to work with our Youth Sport Camp Program.

Anyone interested in working with us can call 543-0390 or visit ykfitness.org for information.

Programming

Fitness and Aquatic Classes: Winter classes started Jan 8th and run through March 4th. The Spring Session for classes will run March 12th – May 6th, with registration opening on Feb 24th.

We offered Sport Club during Spring Break March 5-9 with full day and half-day options available for the week or for single days.

February 24th we held the Community Swim Meet. The Swim team raised over \$600 and had a combined attendance of participants and spectators of over 50 people.

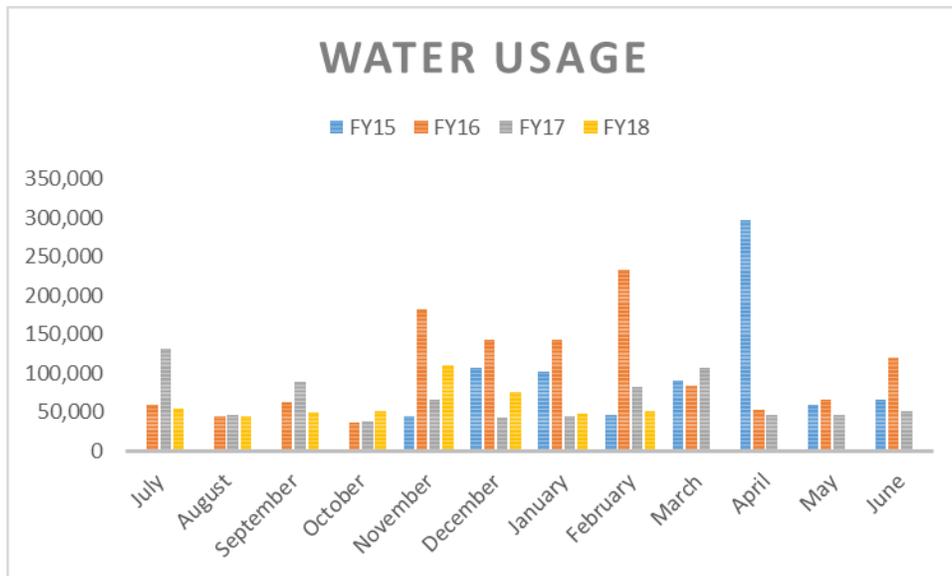
Rentals: February rentals included 7 parties.

Off Site activities: Open gym basketball and Ultimate Frisbee resumed Feb 4th and will run through the end of the school year, skipping 3/18 for Camai. The open gym schedule is:

- 1-3pm Women' Open Gym Basketball
- 3-5pm Men's Open Gym Basketball
- 5:30-8pm Ultimate Frisbee

Facility Maintenance

Water Usage:



*Note: Facility opened in November of 2014 (FY15)

Warranty Maintenance: We continue to work with Bethel Services on small repairs and corrections but large concerns have been addressed.

Routine Maintenance: Our Maintenance Technician left in early February, all essential routine maintenance such as cleaning pool filters and boiler upkeep was completed, but other routine maintenance is pending filling of the Maintenance Position.

Corrective Maintenance:

- Men’s Locker Room – all showers have been fixed with the assistance of City of Bethel Property Maintenance.

Maintenance needed:

- Women’s Locker Room – swim suit spinner is currently not working, parts have been ordered.
- One of the main drains at the bottom of the pool has been damaged. It is not currently a hazard, but will need to be replaced. We are reviewing replacement options.

Previously reported maintenance still pending:

- Elliptical #1 is not running smoothly and may need replacement bearings, we are looking into options for repair/replacement.
- Lamps for UV system are nearing the end of their use life and will need to be replaced. Due to the delicate and highly technical nature of the work it may be necessary to bring in a contractor. We are looking at options.
- Airlocks – we are finding that both the pool and spa regularly develop airlocks when being backwashed. While the airlocks are easy to release, we are trying to determine why they are occurring to avoid them. Update: We have found an air leak in pool filter tank #2 that seems to be the cause of the air leak for the pool. We are

looking at best options for correcting the leak. Update 3/18/18 we have located a broken o-ring that was the source of some of the air in the system, the ring has been replaced with most of the issue being solved, but we continue to look at the seal on pump #2 and options for replacement.

- Overhead fans in pool area need maintenance. Working with City Facilities Department to develop a plan for safe access to trouble shoot the fans. Jan 2018: City of Bethel is looking into purchasing a lift that will allow access to the fans as well as other maintenance areas in the pool. Update 3/18/18 a scissor lift has been identified and purchasing is being reviewed.
- While moving cardio machines we found that the treadmills are wearing groves into the linoleum in some places and causing the linoleum to bubble in others. Need to look into alternative flooring options for under these pieces. Jan 2018: no further damage has been found, but we continue to monitor and review flooring replacement options.
- Experiencing difficulties with BIAMP Interface modules for playing music in the cardio/weight room and studio. We are reviewing system to determine whether they can be fixed or will need to be replaced.

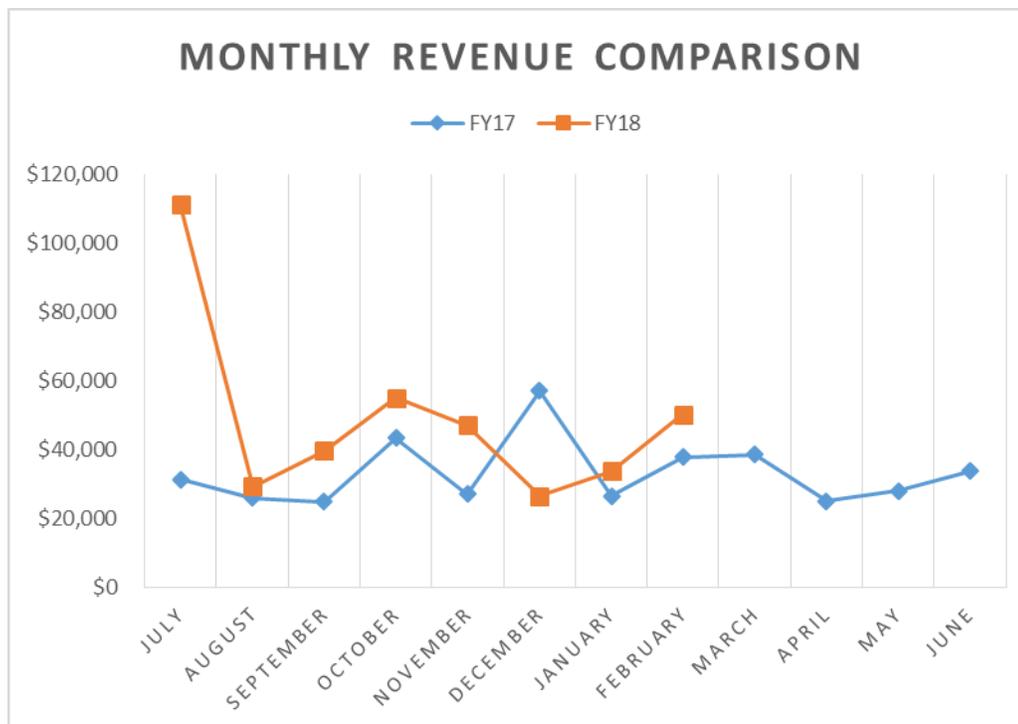
Revenue

FY18 Revenue

Code	Facility Revenue	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Total	FY18 Budget	%attained
414	Memberships	\$94,430	\$9,948	\$17,239	\$29,334	\$17,032	\$9,462	\$8,715	\$30,791	\$216,952	\$372,000	58.32%
430	Pro Shop	\$3,283	\$3,246	\$3,426	\$5,195	\$3,231	\$3,172	\$2,643	\$4,315	\$28,511	\$39,675	71.86%
435	Concessions	\$4,078	\$4,685	\$5,635	\$7,286	\$5,834	\$5,643	\$5,367	\$5,321	\$43,850	\$49,200	89.13%
460	Entry Fees	\$6,162	\$7,629	\$5,955	\$6,151	\$14,683	\$5,749	\$9,736	\$5,925	\$61,991	\$78,480	78.99%
463	Facility Rental	\$661	\$801	\$542	\$1,434	\$987	\$1,189	\$1,258	\$1,100	\$7,973	\$12,750	62.53%
465	Program Fees	\$2,741	\$3,046	\$7,053	\$5,730	\$5,352	\$1,469	\$6,194	\$2,801	\$34,386	\$90,500	38.00%
	Facility Revenue Total	\$111,356	\$29,355	\$39,850	\$55,131	\$47,120	\$26,685	\$33,914	\$50,253	\$393,663	\$642,605	61.26%

- July Membership Revenue includes payment for LKSD FY18 Contract.

Revenue Comparisons FY17-FY18



Revenue for December 2016 (FY17) included the Annual membership payments for the YKHC contract. The FY18 contract has been renewed but funds have not yet been received.

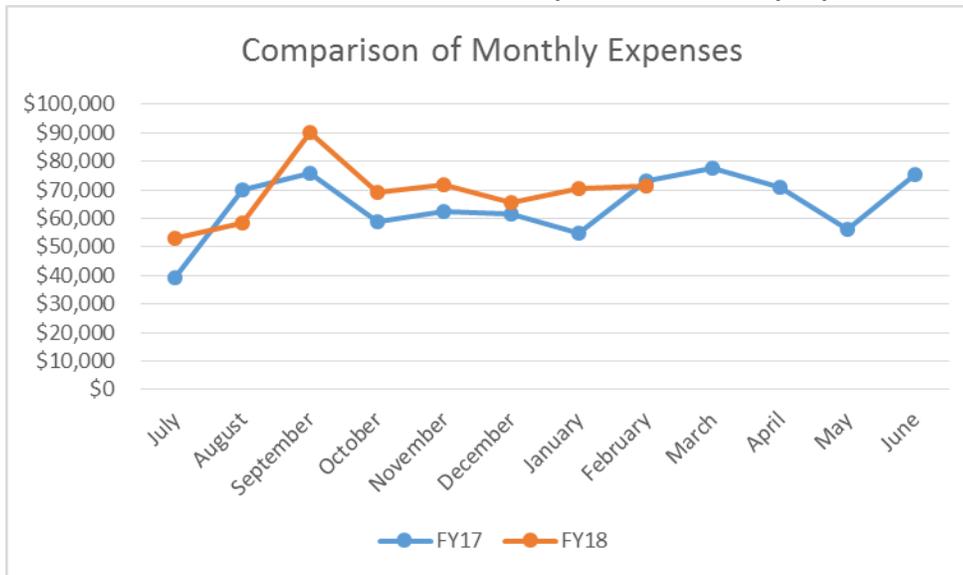
Monthly Revenue Totals	July	August	September	October	November	December	January	February	March	April	May	June
FY17	\$31,433	\$26,142	\$24,867	\$43,503	\$27,134	\$57,131	\$26,567	\$37,829	\$38,636	\$25,144	\$28,177	\$33,913
FY18	\$111,356	\$29,355	\$39,850	\$55,131	\$47,120	\$26,685	\$33,914	\$50,253				
Change	\$79,923	\$3,213	\$14,983	\$11,628	\$19,986	(\$30,446)	\$7,346	\$12,424				

FY18 Expenses

	Expenses	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Total	Budgeted	% used
	Salary Wages	\$10,000	\$10,110	\$20,989	\$13,382	\$11,062	\$14,108	\$14,108	\$14,108	\$107,866	\$233,050	46.28%
	Hourly Wages	\$17,300	\$18,171	\$29,147	\$20,984	\$23,778	\$23,239	\$22,871	\$21,890	\$177,380	\$331,500	53.51%
	Benefits	\$5,527	\$5,957	\$11,198	\$8,187	\$8,677	\$9,286	\$9,312	\$8,975	\$67,120	\$117,310	57.22%
520	Housing	\$3,000	\$3,000	\$3,090	\$3,090	\$3,090	\$3,090	\$3,090	\$3,090	\$24,540	\$37,080	66.18%
545	Travel/Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,304	\$1,304	\$5,731	22.75%
561	Supplies	\$2,520	\$6,925	\$10,929	\$4,807	\$9,966	\$2,458	\$6,302	\$5,472	\$49,380	\$95,696	51.60%
580	Boiler	\$0	\$0	\$0	\$0	\$0	\$187	\$0	\$202	\$389	\$5,250	7.41%
646	Contractors	\$11,667	\$11,667	\$11,667	\$11,667	\$11,667	\$11,667	\$11,667	\$11,667	\$93,336	\$144,200	64.73%
661	Vehicle Maintenance/Repair	\$0	\$0	\$0	\$38	\$0	\$0	\$0	\$0	\$38	\$750	5.06%
663	Janitorial Supplies/Services	\$219	\$49	\$134	\$3,020	\$574	\$191	\$125	\$1,582	\$5,894	\$20,400	28.89%
668	Software Licenses	\$682	\$308	\$423	\$581	\$491	\$245	\$371	\$406	\$3,508	\$6,869	51.07%
683	Minor Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,500	0.00%
684	Donations and Awards	\$90	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$90	\$500	18.00%
721	Insurance	\$1,225	\$1,225	\$1,225	\$1,225	\$1,225	\$1,225	\$1,225	\$1,225	\$9,800	\$15,515	63.16%
724	Dues/Subscriptions	\$169	\$169	\$169	\$169	\$169	\$169	\$169	\$169	\$1,355	\$1,965	68.93%
727	Advertising	\$203	\$168	\$0	\$0	\$236	\$269	\$284	\$0	\$1,161	\$10,000	11.61%
733	Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500	0.00%
736	Bank Charges	\$627	\$699	\$990	\$1,640	\$1,038	\$686	\$1,020	\$1,181	\$7,881	\$14,060	56.05%
790	Allowance for Special Events	\$0	\$0	\$0	\$294	\$0	\$0	\$0	\$0	\$294	\$800	36.77%
799	Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,058	0.00%
	TOTAL	\$53,231	\$58,448	\$89,960	\$69,086	\$71,974	\$66,821	\$70,546	\$71,272	\$551,337	\$1,056,735	52.17%

*Wages are paid every 2 weeks. Most months include 2 pay periods, September includes 3. During September the facility schedule also shifted to a 7 day per week schedule adding an additional operational day per week of wages.

Comparison of Monthly Expenses



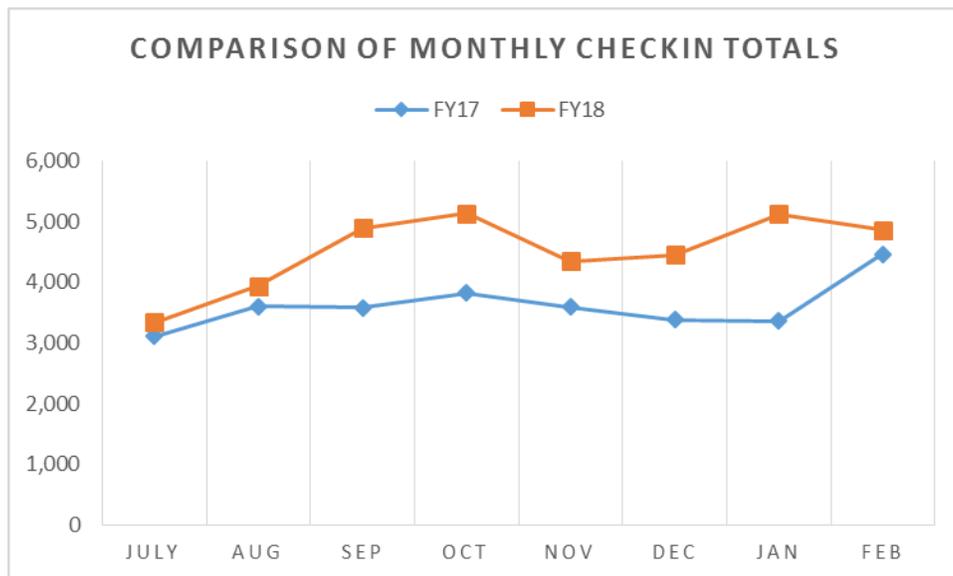
Primary influencer on the increase in expenses starting in September is the additional wages paid out to staff at the move to a 7 day per week schedule.

Monthly Expenses	July	August	September	October	November	December	January	February
FY17	\$39,145	\$70,114	\$75,717	\$58,716	\$62,335	\$61,668	\$54,949	\$72,965
FY18	\$53,231	\$58,448	\$89,960	\$69,086	\$71,974	\$65,596	\$70,546	\$71,272
Change	\$14,086	(\$11,666)	\$14,242	\$10,369	\$9,638	\$3,927	\$15,597	(\$1,694)

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.

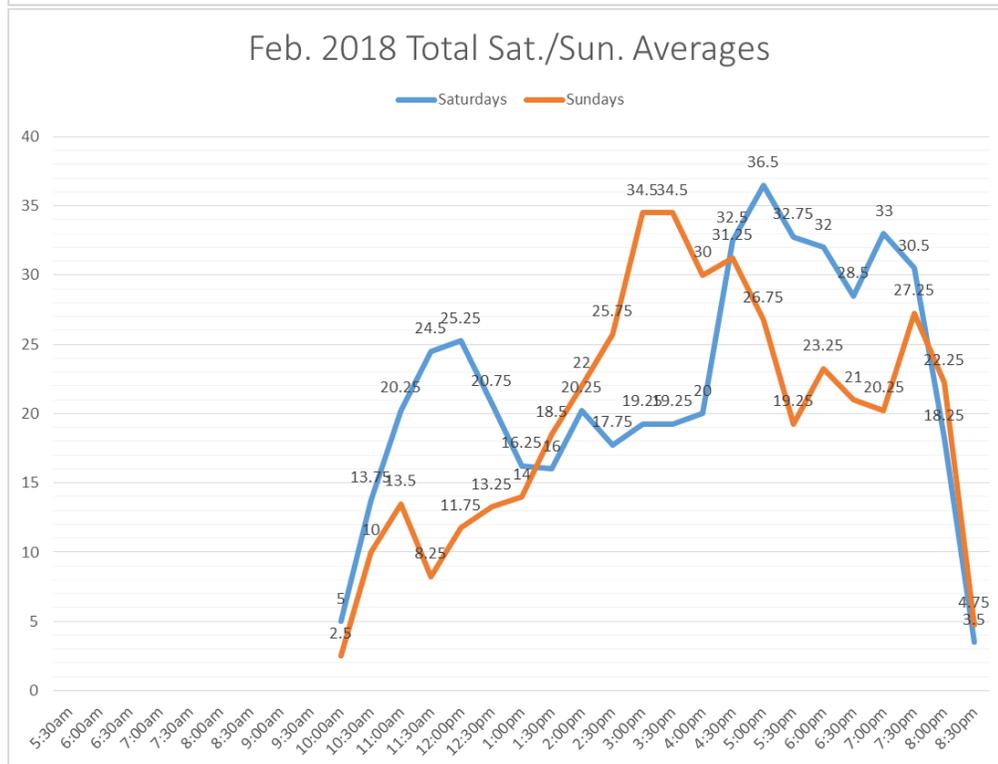
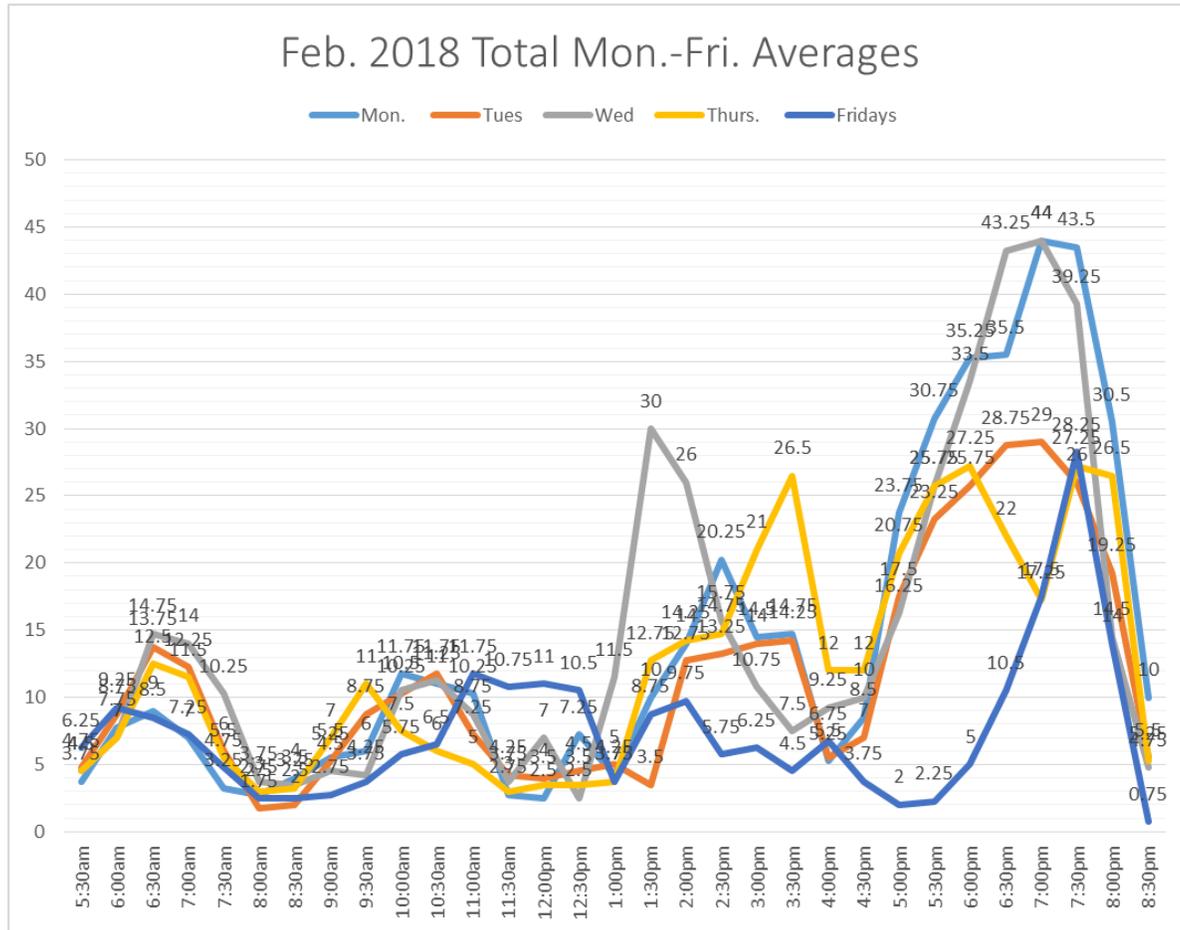
Facility Check-In	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Total
Member Checkins	1,983	2,347	2,737	2,983	2,917	2,639	3,103	2,653	21,362
Daily Admissions	1,258	1,432	1,706	1,790	925	1,388	1,607	1,714	11,820
Rentals	25	62	105	50	119	215	95	120	791
Fitness Programming	48	68	249	220	285	152	199	210	1,431
Aquatics Programming	20	30	98	96	105	55	125	167	696
Youth Programs	14	34	41	0	0	4	10	0	103
Monthly Totals	3,334	3,939	4,895	5,139	4,351	4,449	5,129	4,864	36,203



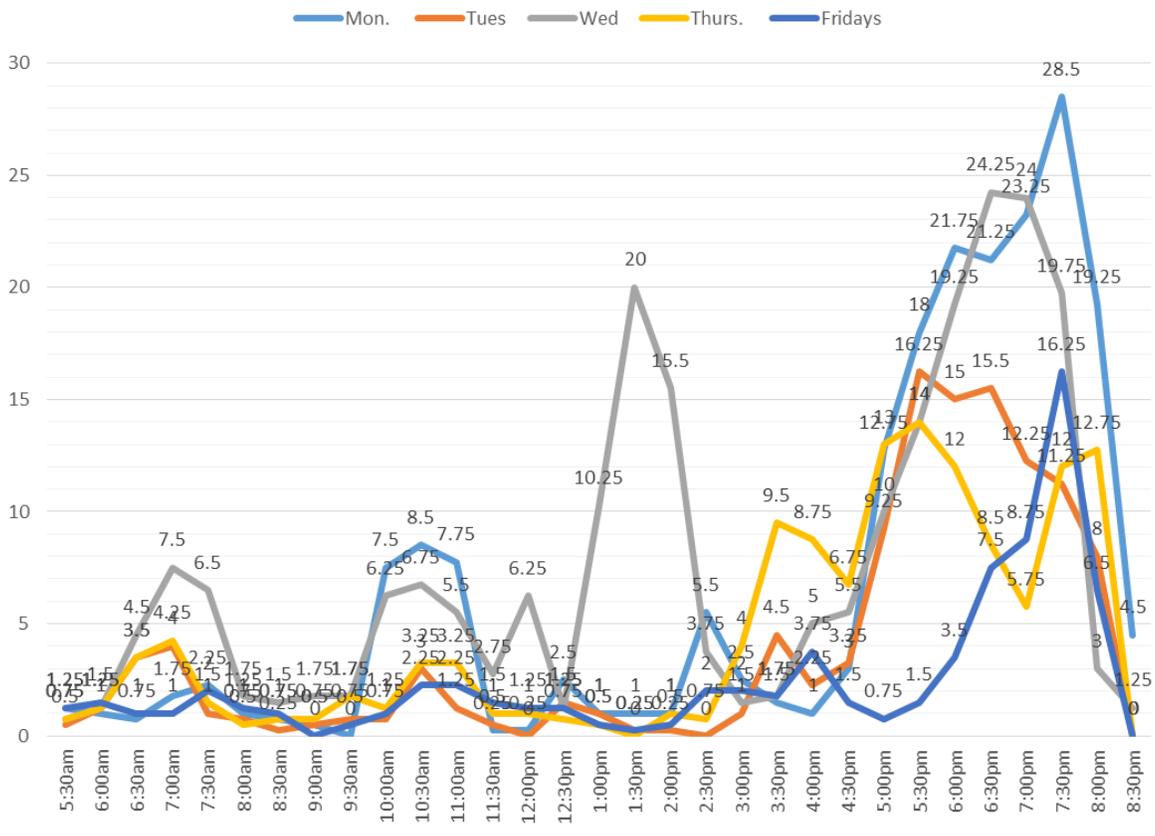
Facility Check-In	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb
FY17	3,108	3,596	3,579	3,820	3,594	3,378	3,355	4,465
FY18	3,334	3,939	4,895	5,139	4,351	4,449	5,129	4,864
Difference	226	343	1,316	1,319	757	1,071	1,774	399

Area Usage: Count of the number of individuals in each area at the top and bottom of each hour. Showing trends and patterns of area usage, these numbers are not an accurate reporting of the overall number of patrons using the facility as patrons who remain in any area for more than 30 minutes are counted more than once. The below charts show average number of users for each area, by day of the week, per 30 minute period and are used from programming and operational hours planning.

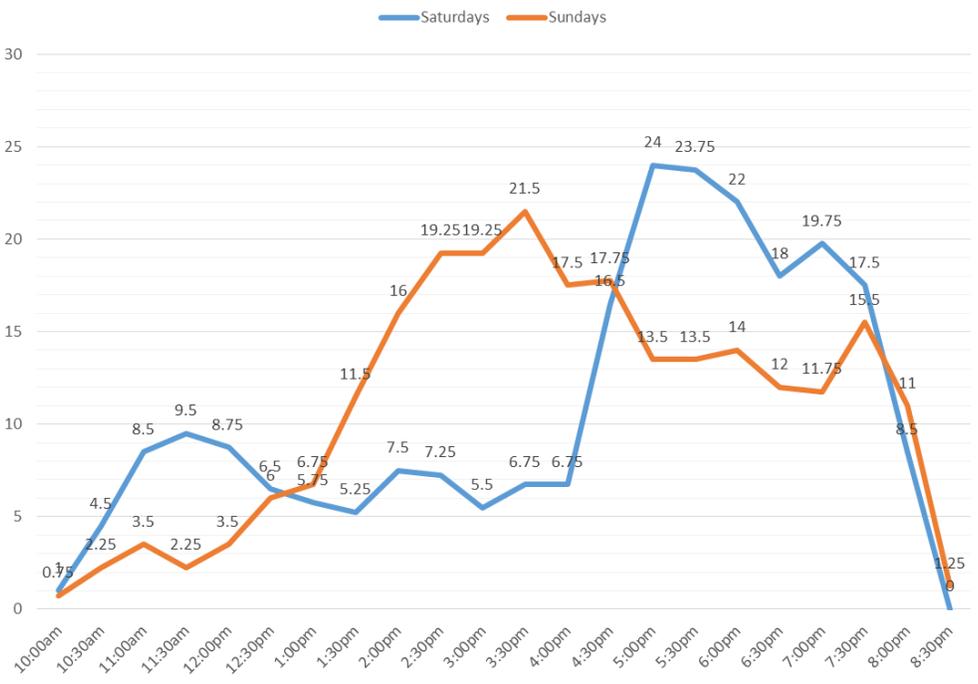
Combined Facility Totals



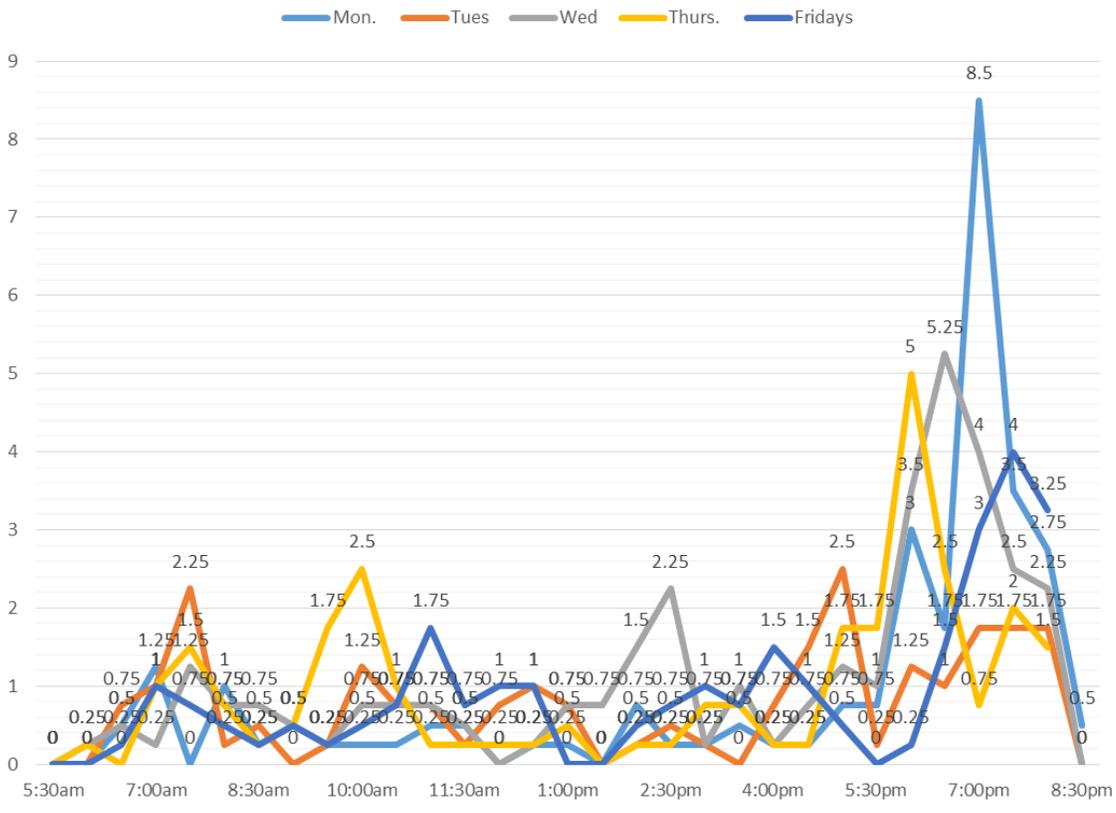
Feb. 2018 Pool Mon.-Fri. Averages



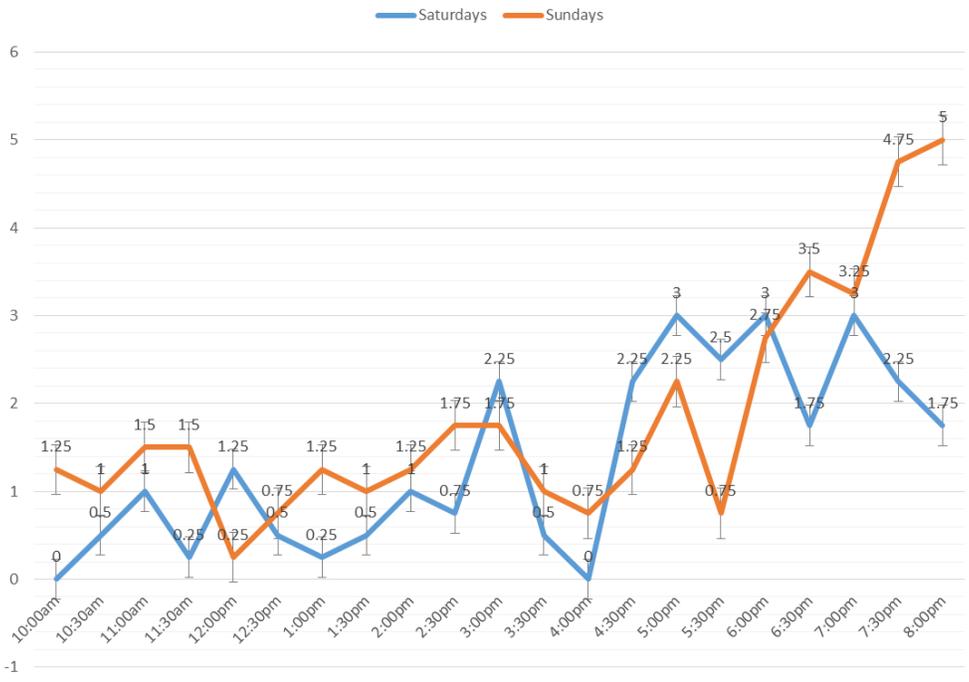
Feb. 2018 Pool Sat./Sun. Averages

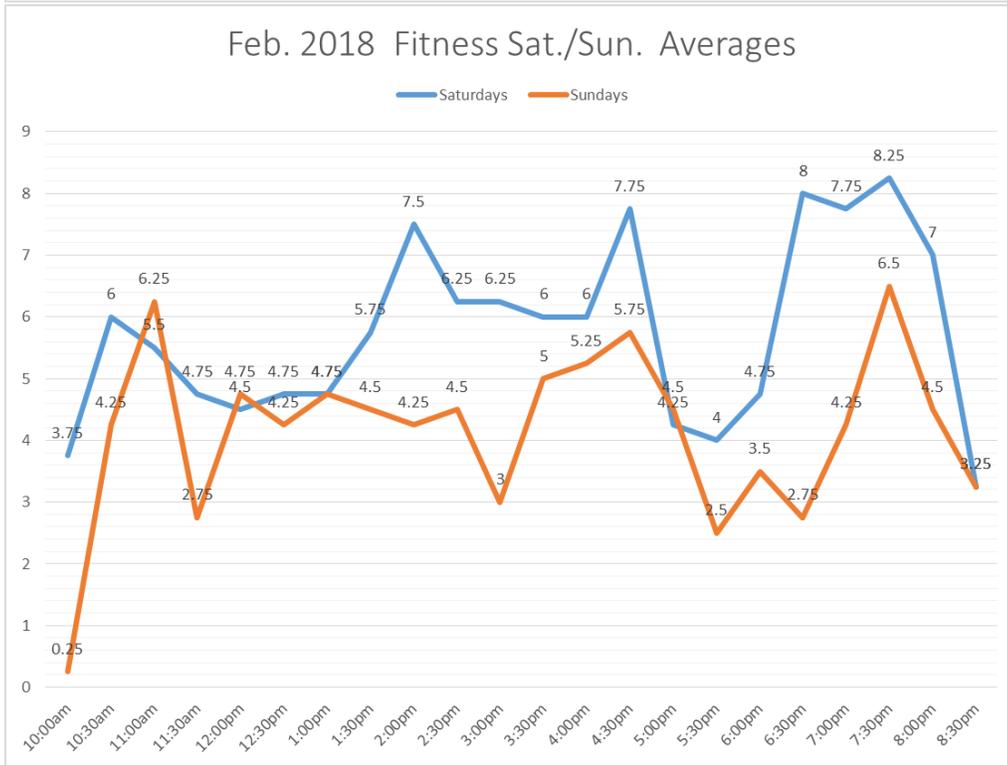
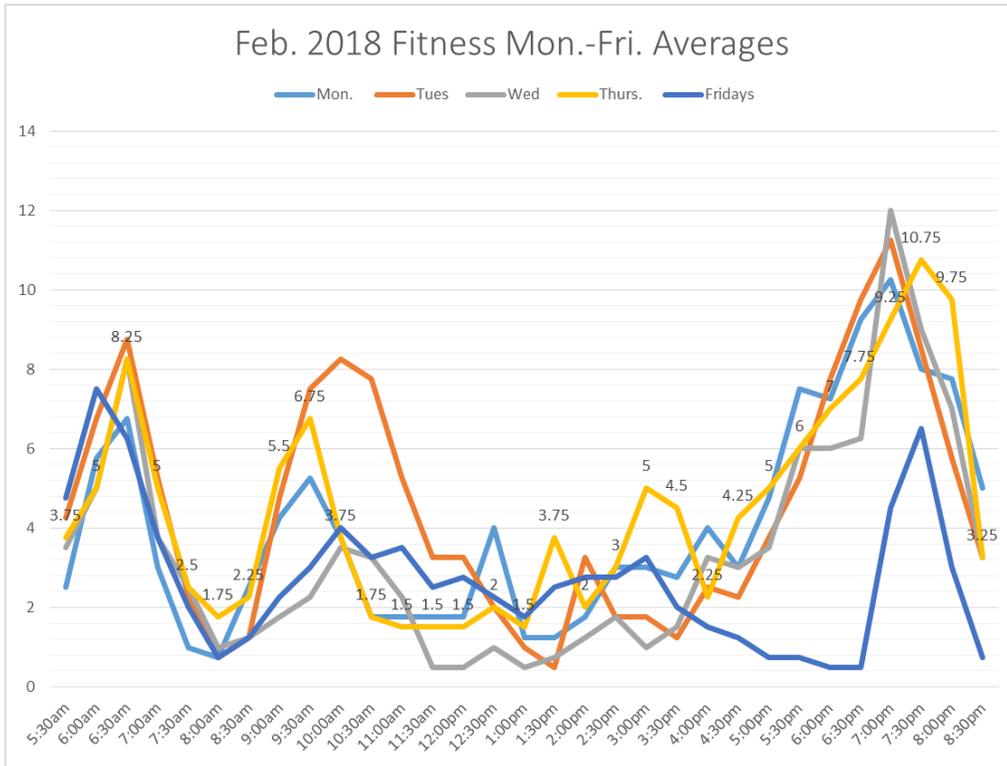


Feb. 2018 Spa Mon.-Fri. Averages

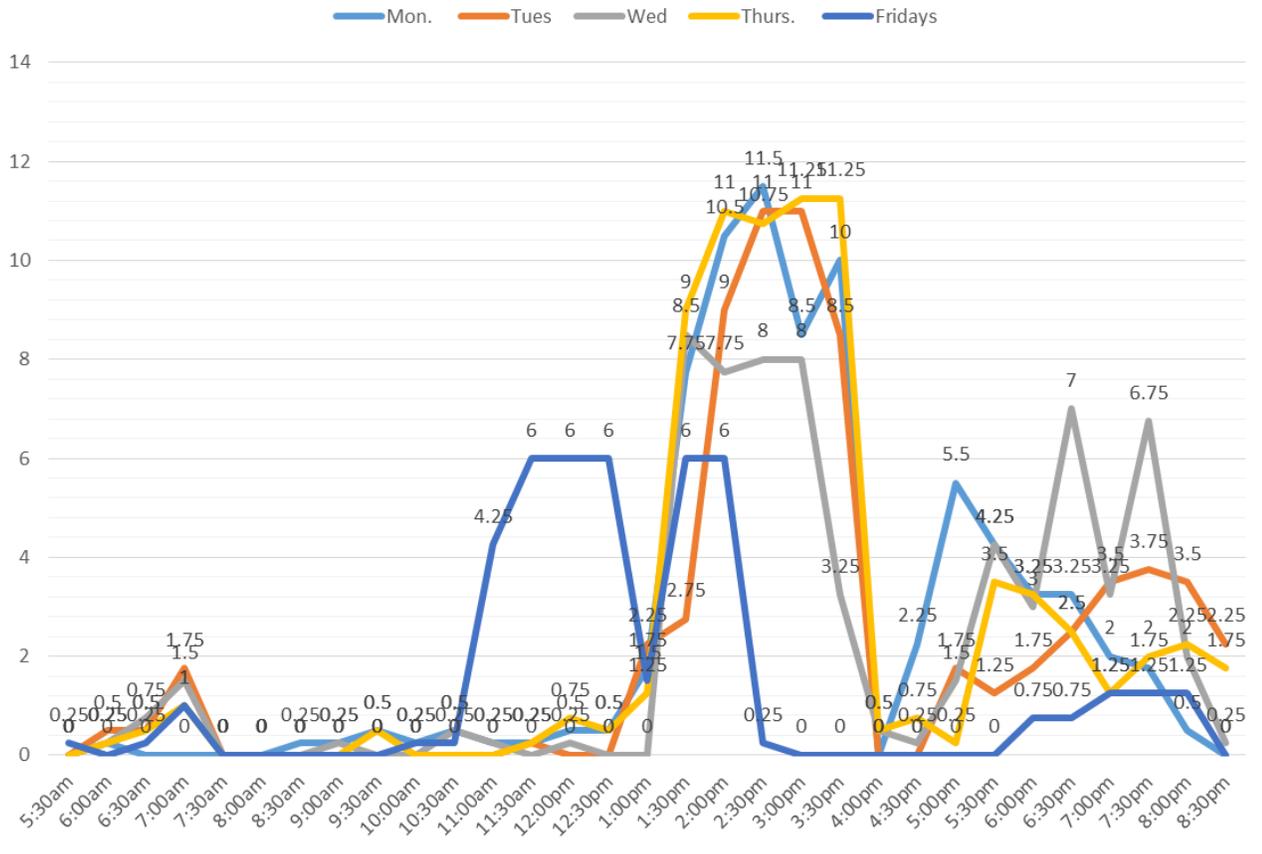


Feb. 2018 Spa Sat./Sun. Averages

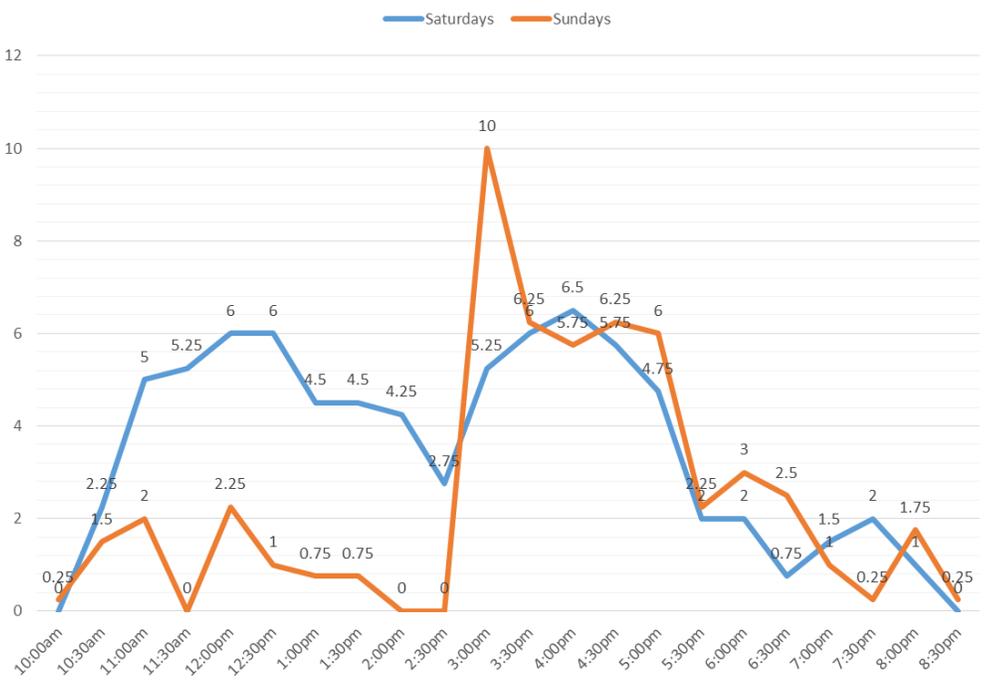




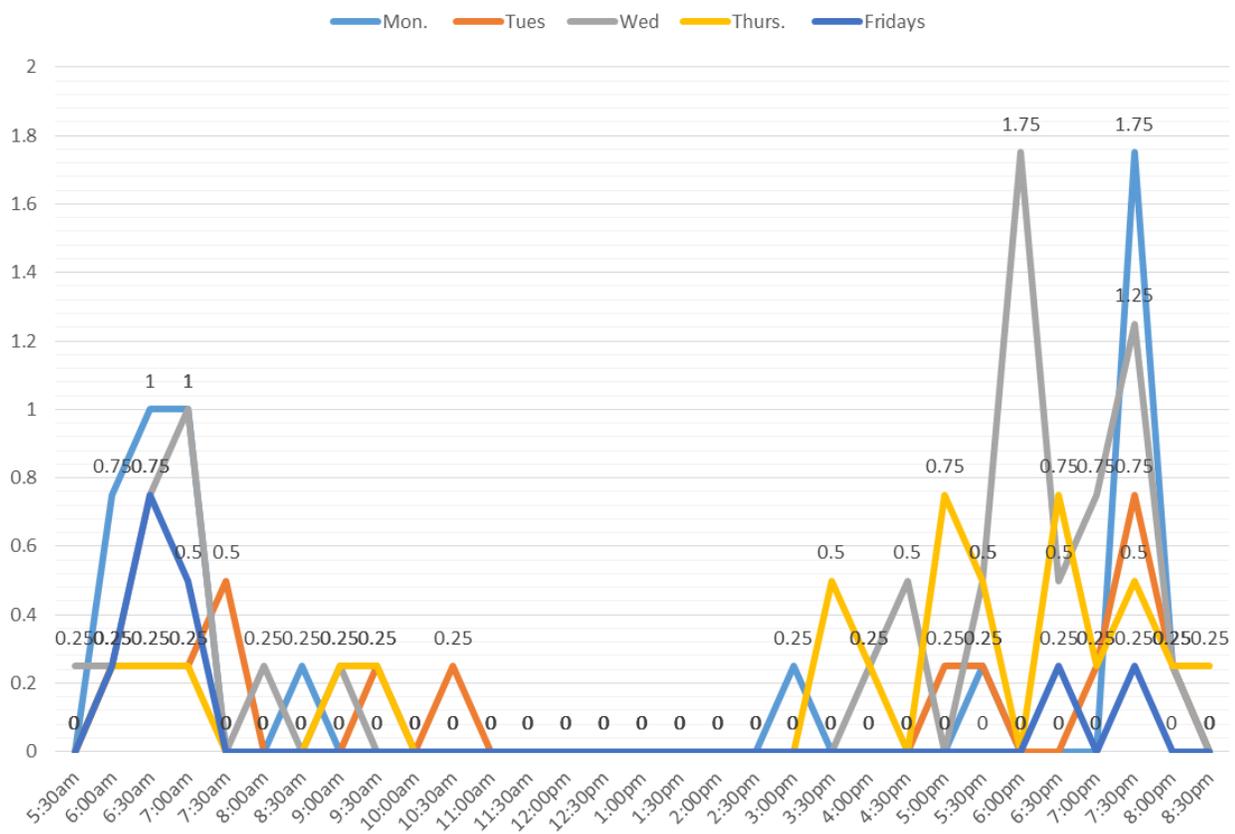
Feb. 2018 Studio Mon.-Fri. Averages



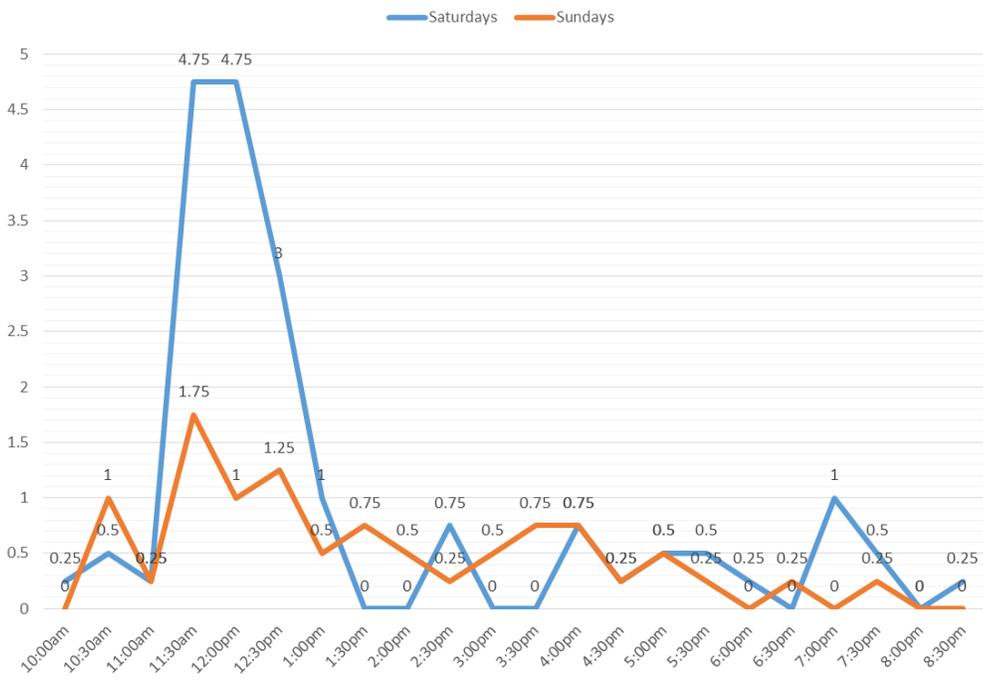
Feb. 2018 Studio Sat./Sun. Averages



Feb. 2018 Bikes Mon.-Fri. Averages



Feb. 2018 Bikes Sat./Sun. Averages



February 2018 Monthly Facility Averages by day of the week

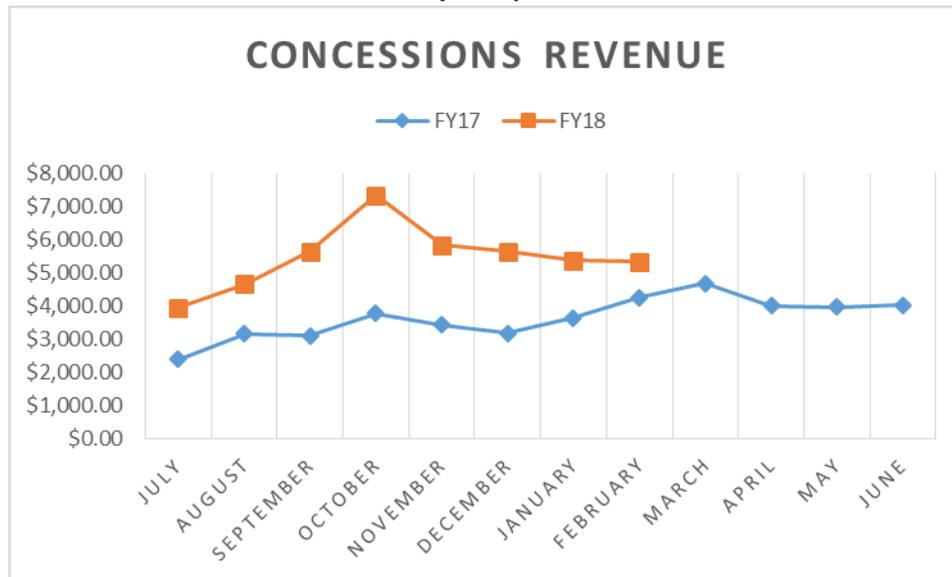
Total:	Mon.	Tues	Wed	Thurs.	Fridays	Total:	Saturdays	Sundays
5:30am	3.75	4.75	4.5	4.5	6.25	5:30am		
6:00am	7.75	8.75	7	7	9.25	6:00am		
6:30am	9	13.75	14.75	12.5	8.5	6:30am		
7:00am	7	12.25	14	11.5	7.25	7:00am		
7:30am	3.25	6	10.25	5.5	4.75	7:30am		
8:00am	2.75	1.75	3.75	3	2.5	8:00am		
8:30am	4	2	3.5	3.25	2.5	8:30am		
9:00am	5.5	5.25	4.5	7	2.75	9:00am		
9:30am	6	8.75	4.25	11	3.75	9:30am		
10:00am	11.75	10.25	10.5	7.5	5.75	10:00am	5	2.5
10:30am	11	11.75	11.25	6	6.5	10:30am	13.75	10
11:00am	10.25	7.25	8.75	5	11.75	11:00am	20.25	13.5
11:30am	2.75	4.25	3.75	3	10.75	11:30am	24.5	8.25
12:00pm	2.5	4	7	3.5	11	12:00pm	25.25	11.75
12:30pm	7.25	4.5	2.5	3.5	10.5	12:30pm	20.75	13.25
1:00pm	4.25	5	11.5	3.75	3.75	1:00pm	16.25	14
1:30pm	10	3.5	30	12.75	8.75	1:30pm	16	18.5
2:00pm	14	12.75	26	14.25	9.75	2:00pm	20.25	22
2:30pm	20.25	13.25	15.75	14.75	5.75	2:30pm	17.75	25.75
3:00pm	14.5	14	10.75	21	6.25	3:00pm	19.25	34.5
3:30pm	14.75	14.25	7.5	26.5	4.5	3:30pm	19.25	34.5
4:00pm	5.25	5.5	9.25	12	6.75	4:00pm	20	30
4:30pm	8.5	7	10	12	3.75	4:30pm	32.5	31.25
5:00pm	23.75	17.5	16.25	20.75	2	5:00pm	36.5	26.75
5:30pm	30.75	23.25	25.75	25.75	2.25	5:30pm	32.75	19.25
6:00pm	35.25	25.75	33.5	27.25	5	6:00pm	32	23.25
6:30pm	35.5	28.75	43.25	22	10.5	6:30pm	28.5	21
7:00pm	44	29	44	17.25	17.5	7:00pm	33	20.25
7:30pm	43.5	26	39.25	27.25	28.25	7:30pm	30.5	27.25
8:00pm	30.5	19.25	14.5	26.5	14	8:00pm	18.25	22.25
8:30pm	10	5.5	4.75	5.25	0.75	8:30pm	3.5	4.75

February 2018 Monthly Area Averages

Pool	Mon.	Tues	Wed	Thurs.	Fridays	Pool	Saturdays	Sundays		Spa	Mon.	Tues	Wed	Thurs.	Fridays	Spa	Saturdays	Sundays
5:30am	1.25	0.5	0.75	0.75	1.25	5:30am				5:30am	0	0	0	0	0	5:30am		
6:00am	1	1.25	1.25	1.25	1.5	6:00am				6:00am	0	0	0.25	0.25	0	6:00am		
6:30am	0.75	3.5	4.5	3.5	1	6:30am				6:30am	0.5	0.75	0.5	0	0.25	6:30am		
7:00am	1.75	4	7.5	4.25	1	7:00am				7:00am	1.25	1	0.25	1	1	7:00am		
7:30am	2.25	1	6.5	1.5	2	7:30am				7:30am	0	2.25	1.25	1.5	0.75	7:30am		
8:00am	1	0.75	1.75	0.5	1.25	8:00am				8:00am	1	0.25	0.75	0.75	0.5	8:00am		
8:30am	0.75	0.25	1.5	0.75	1	8:30am				8:30am	0.25	0.5	0.75	0.25	0.25	8:30am		
9:00am	0.5	0.5	1.75	0.75	0	9:00am				9:00am	0.5	0	0.5	0.5	0.5	9:00am		
9:30am	0	0.75	1.75	1.75	0.5	9:30am				9:30am	0.25	0.25	0.25	1.75	0.25	9:30am		
10:00am	7.5	0.75	6.25	1.25	1	10:00am	1	0.75		10:00am	0.25	1.25	0.75	2.5	0.5	10:00am	0	1.25
10:30am	8.5	3	6.75	3.25	2.25	10:30am	4.5	2.25		10:30am	0.25	0.75	0.75	1	0.75	10:30am	0.5	1
11:00am	7.75	1.25	5.5	3.25	2.25	11:00am	8.5	3.5		11:00am	0.5	0.75	0.75	0.25	1.75	11:00am	1	1.5
11:30am	0.25	0.5	2.75	1	1.5	11:30am	9.5	2.25		11:30am	0.5	0.25	0.5	0.25	0.75	11:30am	0.25	1.5
12:00pm	0.25	0	6.25	1	1.25	12:00pm	8.75	3.5		12:00pm	0	0.75	0	0.25	1	12:00pm	1.25	0.25
12:30pm	2.5	1.5	1.25	0.75	1.25	12:30pm	6.5	6		12:30pm	0.25	1	0.25	0.25	1	12:30pm	0.5	0.75
1:00pm	1	1	10.25	0.5	0.5	1:00pm	5.75	6.75		1:00pm	0.25	0.75	0.75	0.5	0	1:00pm	0.25	1.25
1:30pm	1	0.25	20	0	0.25	1:30pm	5.25	11.5		1:30pm	0	0	0.75	0	0	1:30pm	0.5	1
2:00pm	1	0.25	15.5	1	0.5	2:00pm	7.5	16		2:00pm	0.75	0.25	1.5	0.25	0.5	2:00pm	1	1.25
2:30pm	5.5	0	3.75	0.75	2	2:30pm	7.25	19.25		2:30pm	0.25	0.5	2.25	0.25	0.75	2:30pm	0.75	1.75
3:00pm	2.5	1	1.5	4	2	3:00pm	5.5	19.25		3:00pm	0.25	0.25	0.25	0.75	1	3:00pm	2.25	1.75
3:30pm	1.5	4.5	1.75	9.5	1.75	3:30pm	6.75	21.5		3:30pm	0.5	0	1	0.75	0.75	3:30pm	0.5	1
4:00pm	1	2.25	5	8.75	3.75	4:00pm	6.75	17.5		4:00pm	0.25	0.75	0.25	0.25	1.5	4:00pm	0	0.75
4:30pm	3	3.25	5.5	6.75	1.5	4:30pm	16.5	17.75		4:30pm	0.25	1.5	0.75	0.25	1	4:30pm	2.25	1.25
5:00pm	12.75	9.25	10	13	0.75	5:00pm	24	13.5		5:00pm	0.75	2.5	1.25	1.75	0.5	5:00pm	3	2.25
5:30pm	18	16.25	14	14	1.5	5:30pm	23.75	13.5		5:30pm	0.75	0.25	1	1.75	0	5:30pm	2.5	0.75
6:00pm	21.75	15	19.25	12	3.5	6:00pm	22	14		6:00pm	3	1.25	3.5	5	0.25	6:00pm	3	2.75
6:30pm	21.25	15.5	24.25	8.5	7.5	6:30pm	18	12		6:30pm	1.75	1	5.25	2.5	1.5	6:30pm	1.75	3.5
7:00pm	23.25	12.25	24	5.75	8.75	7:00pm	19.75	11.75		7:00pm	8.5	1.75	4	0.75	3	7:00pm	3	3.25
7:30pm	28.5	11.25	19.75	12	16.25	7:30pm	17.5	15.5		7:30pm	3.5	1.75	2.5	2	4	7:30pm	2.25	4.75
8:00pm	19.25	8	3	12.75	6.5	8:00pm	8.5	11		8:00pm	2.75	1.75	2.25	1.5	3.25	8:00pm	1.75	5
8:30pm	4.5	0	1.25	0	0	8:30pm	0	1.25		8:30pm	0.5	0	0			8:30pm	0	0

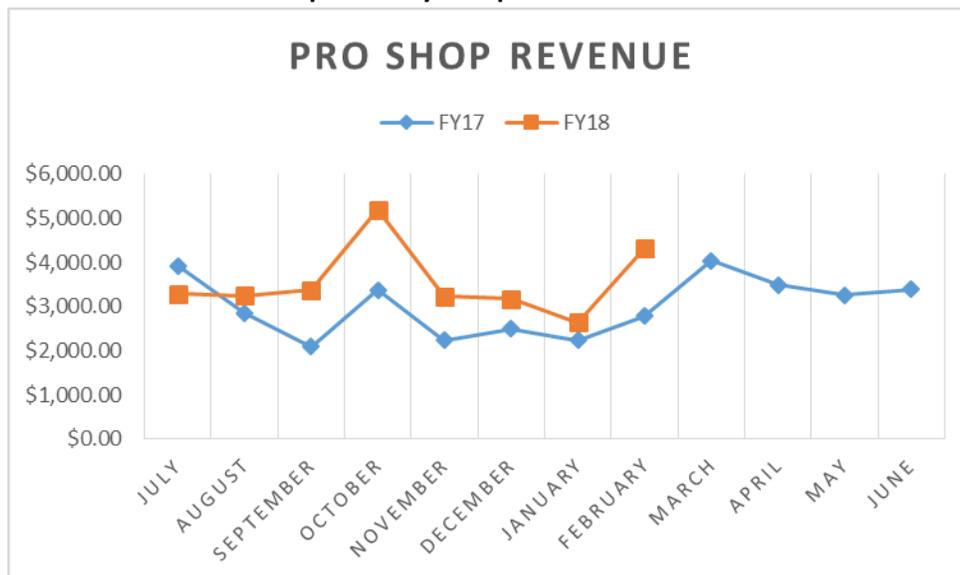
Fitness	Mon.	Tues	Wed	Thurs.	Fridays	Fitness	Saturdays	Sundays	Studio	Mon.	Tues	Wed	Thurs.	Fridays	Studio	Saturdays	Sundays	Bikes	Mon.	Tues	Wed	Thurs.	Fridays	Bikes	Saturdays	Sundays
5:30am	2.5	4.25	3.5	3.75	4.75	5:30am			5:30am	0	0	0	0	0.25	5:30am			5:30am	0	0	0.25	0	0	5:30am		
6:00am	5.75	6.75	5	5	7.5	6:00am			6:00am	0.25	0.5	0.25	0.25	0	6:00am			6:00am	0.75	0.25	0.25	0.25	0.25	6:00am		
6:30am	6.75	8.75	8.25	8.25	6.25	6:30am			6:30am	0	0.5	0.75	0.5	0.25	6:30am			6:30am	1	0.25	0.75	0.25	0.75	6:30am		
7:00am	3	5.25	3.75	5	3.75	7:00am			7:00am	0	1.75	1.5	1	1	7:00am			7:00am	1	0.25	1	0.25	0.5	7:00am		
7:30am	1	2.25	2.5	2.5	2	7:30am			7:30am	0	0	0	0	0	7:30am			7:30am	0	0.5	0	0	0	7:30am		
8:00am	0.75	0.75	1	1.75	0.75	8:00am			8:00am	0	0	0	0	0	8:00am			8:00am	0	0	0.25	0	0	8:00am		
8:30am	2.5	1.25	1.25	2.25	1.25	8:30am			8:30am	0.25	0	0	0	0	8:30am			8:30am	0.25	0	0	0	0	8:30am		
9:00am	4.25	4.75	1.75	5.5	2.25	9:00am			9:00am	0.25	0	0.25	0	0	9:00am			9:00am	0	0	0.25	0.25	0	9:00am		
9:30am	5.25	7.5	2.25	6.75	3	9:30am			9:30am	0.5	0	0	0.5	0	9:30am			9:30am	0	0.25	0	0.25	0	9:30am		
10:00am	3.75	8.25	3.5	3.75	4	10:00am	3.75	0.25	10:00am	0.25	0	0	0	0.25	10:00am	0	0.25	10:00am	0	0	0	0	0	10:00am	0.25	0
10:30am	1.75	7.75	3.25	1.75	3.25	10:30am	6	4.25	10:30am	0.5	0	0.5	0	0.25	10:30am	2.25	1.5	10:30am	0	0.25	0	0	0	10:30am	0.5	1
11:00am	1.75	5.25	2.25	1.5	3.5	11:00am	5.5	6.25	11:00am	0.25	0	0.25	0	4.25	11:00am	5	2	11:00am	0	0	0	0	0	11:00am	0.25	0.25
11:30am	1.75	3.25	0.5	1.5	2.5	11:30am	4.75	2.75	11:30am	0.25	0.25	0	0.25	6	11:30am	5.25	0	11:30am	0	0	0	0	0	11:30am	4.75	1.75
12:00pm	1.75	3.25	0.5	1.5	2.75	12:00pm	4.5	4.75	12:00pm	0.5	0	0.25	0.75	6	12:00pm	6	2.25	12:00pm	0	0	0	0	0	12:00pm	4.75	1
12:30pm	4	2	1	2	2.25	12:30pm	4.75	4.25	12:30pm	0.5	0	0	0.5	6	12:30pm	6	1	12:30pm	0	0	0	0	0	12:30pm	3	1.25
1:00pm	1.25	1	0.5	1.5	1.75	1:00pm	4.75	4.75	1:00pm	1.75	2.25	0	1.25	1.5	1:00pm	4.5	0.75	1:00pm	0	0	0	0	0	1:00pm	1	0.5
1:30pm	1.25	0.5	0.75	3.75	2.5	1:30pm	5.75	4.5	1:30pm	7.75	2.75	8.5	9	6	1:30pm	4.5	0.75	1:30pm	0	0	0	0	0	1:30pm	0	0.75
2:00pm	1.75	3.25	1.25	2	2.75	2:00pm	7.5	4.25	2:00pm	10.5	9	7.75	11	6	2:00pm	4.25	0	2:00pm	0	0	0	0	0	2:00pm	0	0.5
2:30pm	3	1.75	1.75	3	2.75	2:30pm	6.25	4.5	2:30pm	11.5	11	8	10.75	0.25	2:30pm	2.75	0	2:30pm	0	0	0	0	0	2:30pm	0.75	0.25
3:00pm	3	1.75	1	5	3.25	3:00pm	6.25	3	3:00pm	8.5	11	8	11.25	0	3:00pm	5.25	10	3:00pm	0.25	0	0	0	0	3:00pm	0	0.5
3:30pm	2.75	1.25	1.5	4.5	2	3:30pm	6	5	3:30pm	10	8.5	3.25	11.25	0	3:30pm	6	6.25	3:30pm	0	0	0	0.5	0	3:30pm	0	0.75
4:00pm	4	2.5	3.25	2.25	1.5	4:00pm	6	5.25	4:00pm	0	0	0.5	0.5	0	4:00pm	6.5	5.75	4:00pm	0	0	0.25	0.25	0	4:00pm	0.75	0.75
4:30pm	3	2.25	3	4.25	1.25	4:30pm	7.75	5.75	4:30pm	2.25	0	0.25	0.75	0	4:30pm	5.75	6.25	4:30pm	0	0	0.5	0	0	4:30pm	0.25	0.25
5:00pm	4.75	3.75	3.5	5	0.75	5:00pm	4.25	4.5	5:00pm	5.5	1.75	1.5	0.25	0	5:00pm	4.75	6	5:00pm	0	0.25	0	0.75	0	5:00pm	0.5	0.5
5:30pm	7.5	5.25	6	6	0.75	5:30pm	4	2.5	5:30pm	4.25	1.25	4.25	3.5	0	5:30pm	2	2.25	5:30pm	0.25	0.25	0.5	0.5	0	5:30pm	0.5	0.25
6:00pm	7.25	7.75	6	7	0.5	6:00pm	4.75	3.5	6:00pm	3.25	1.75	3	3.25	0.75	6:00pm	2	3	6:00pm	0	0	1.75	0	0	6:00pm	0.25	0
6:30pm	9.25	9.75	6.25	7.75	0.5	6:30pm	8	2.75	6:30pm	3.25	2.5	7	2.5	0.75	6:30pm	0.75	2.5	6:30pm	0	0	0.5	0.75	0.25	6:30pm	0	0.25
7:00pm	10.25	11.25	12	9.25	4.5	7:00pm	7.75	4.25	7:00pm	2	3.5	3.25	1.25	1.25	7:00pm	1.5	1	7:00pm	0	0.25	0.75	0.25	0	7:00pm	1	0
7:30pm	8	8.5	9	10.75	6.5	7:30pm	8.25	6.5	7:30pm	1.75	3.75	6.75	2	1.25	7:30pm	2	0.25	7:30pm	1.75	0.75	1.25	0.5	0.25	7:30pm	0.5	0.25
8:00pm	7.75	5.75	7	9.75	3	8:00pm	7	4.5	8:00pm	0.5	3.5	2	2.25	1.25	8:00pm	1	1.75	8:00pm	0.25	0.25	0.25	0.25	0	8:00pm	0	0
8:30pm	5	3.25	3.25	3.25	0.75	8:30pm	3.25	3.25	8:30pm	0	2.25	0.25	1.75	0	8:30pm	0	0.25	8:30pm	0	0	0	0.25	0	8:30pm	0.25	0

Concessions Monthly Comparisons FY17 and FY18



Concessions Sales Totals	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY17	\$2,384.89	\$3,157.11	\$3,092.41	\$3,769.41	\$3,426.47	\$3,185.55	\$3,648.41	\$4,247.30	\$4,669.61	\$4,009.62	\$3,958.30	\$4,024.27	\$43,573.35
FY18	\$3,954.28	\$4,650.93	\$5,633.56	\$7,320.72	\$5,834.03	\$5,642.99	\$5,366.89	\$5,321.23					\$43,724.63
Value Change	\$1,569.39	\$1,493.82	\$2,541.15	\$3,551.31	\$2,407.56	\$2,457.44	\$1,718.48	\$1,073.93					\$151.28

Pro Shop Monthly Comparisons FY17 and FY18



Pro Shop Sales Totals	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY17	\$3,913.00	\$2,850.50	\$2,092.54	\$3,365.62	\$2,231.18	\$2,490.62	\$2,239.62	\$2,777.95	\$4,032.94	\$3,483.89	\$3,253.72	\$3,382.17	\$36,113.75
FY18	\$3,289.74	\$3,247.54	\$3,365.77	\$5,194.60	\$3,231.28	\$3,172.30	\$2,643.08	\$4,315.11					\$28,459.42
Value Change	-\$623.26	\$397.04	\$1,273.23	\$1,828.98	\$1,000.10	\$681.68	\$403.46	\$1,537.16					-\$7,654.33

Unfinished Business

SUMMARY AND FISCAL NOTE

Corresponding Document: Budget Ordinance 17-28-j

Summary Statement:

To pay for D.O.T. permits that have been levied during FY18 that were not known at the time of the budget.

The alcohol tax increase has generated \$26,556.31 in revenue between December and January. 17-28J movest he money from the revenue account to the Community Action Grant account as required by Ord. 17-36.

Originator: ^{AKWS LD} Bill Howell, Public Works Director

Reviewed Prior to Presentation

	Signature:	Remarks:
City Manager		_____
City Attorney (Compliance with law)		4.04.080
City Clerk (Code)		r

Certification of Funds

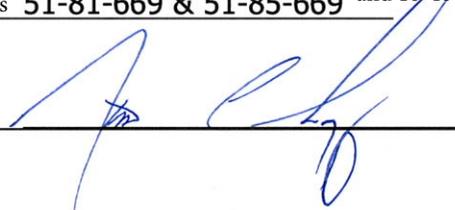
Total amount of funds listed in this legislation: \$ 9,350.00 and \$26,556

This:

- Creates revenue in the amount of: \$ _____
- Creates expenditures in the amount of: \$ 9,350.00 and \$26,556
- Creates a savings in the amount of: \$ _____
- Has no fiscal impact

Funds are:

- Budget Line item(s) DOT Permits 51-81-669 & 51-85-669 10-72-760 (Community Actin Grant Fund) and 10-40-480 (alcohol tax revenue account)
- Not budgeted

Director of Finance Signature: 

Attachment(s): Ordinance 17-36.

CITY OF BETHEL, ALASKA

ORDINANCE # 17-28(j)

An Ordinance of the Bethel City Council Amending the Adopted Annual FY 2018 Budget

Be it Enacted by the Bethel City Council that the FY 2018 Annual Budget be amended as follows:

Section 1. That the following sums of money as may be needed or deemed necessary to provide for increased expenses and liabilities of the City of Bethel are hereby appropriated for the corporate purposes and objects of the City hereinafter specified for Fiscal Year 2018, July 1, 2017 to June 30, 2018.

Section 2. The following is a summary of the changes by fund and department:

GENERAL FUND

	Increases	
1072760	Community Services Community Action Grant (12.17& 1.18 3% Alcohol Tax)	26,556
	Total Increases	26,556
	Decreases	
1040480 10- 10200	Alcohol Tax - Cash	(26,556)
	Total Decreases	(26,556)
TOTAL	Total	0

	TOTAL CHANGE TO GENERAL FUND APPROPRIATIONS	
	Total Increases	26,556
	Total Decreases	0
	Cumulative Increase (Decrease) to Fund Balance	26,556

	TOTAL CHANGE TO GENERAL FUND BALANCE	
	Change to General Fund Revenues	0
	Change to General Fund Appropriations	26,556
	Cumulative Increase (Decrease) to Fund Balance	(26,556)

WATER AND SEWER FUND

	Increases	
51-81-669	OTHER PURCHASED SERVICES - H WATER - DOT PERMITS	3,850
51-85-669	OTHER PURCHASED SERVICES - H SEWER - DOT PERMITS	5,500
	Total Increases	9,350
	Decreases	
51-10100	Cash	(9,350)
	Total Decreases	(9,350)
TOTAL	Net Change to WATER AND SEWER Fund Appropriations	0

Section 3. Effective Date. This ordinance becomes effective immediately upon adoption.

PASSED AND APPROVED THIS ___ DAY OF MARCH 2018 BY A VOTE OF ___ IN FAVOR AND ___ OPPOSED.

ATTEST:

Richard Robb, Mayor

Lori Strickler, City Clerk

Suggested amendments to Ordinance 17-28 (j) from Administration.

As provided in Code, Administration does not need to do a budget modification for items less than \$5,000 if administration is able to move the funds from within the department to cover the expenditure. Administration will do an internal line item transfer to account for the Permit fees for 51-81-669 in the amount of \$3,850.

AMENDMENT #1 Strike the reference to line item increases for 51-81-669 in the amount of \$3,850.

Council asked the Administration try to find unexpended funds already budgeted in 2018 that could cover the costs associated with the Budget Modification transfers in 51-85. As a result Administration requests Council approve an amendment to the budget modification to reflect the \$5,500 coming from within 51-85 (51-85-563 heating fuel) as opposed to the cash reserves.

AMENDMENT #2 insert a line item decrease for 51-85-563 in the amount of \$5,500.

AMENDMENT #3: Strike the reference to line item decreases for 51-10-100, in the amount of \$9,350.

The changes are reflected below in italics.

	Increases	
1072760	Community Services Community Action Grant <u>(12.17& 1.18 3% Alcohol Tax)</u>	26,556
	Total Increases	26,556
	Decreases	
1040480 <u>10-10200</u>	Alcohol Tax <u>Cash</u>	(26,556)
	Total Decreases	(26,556)
TOTAL	Total	0
<u>WATER AND SEWER FUND</u>		
	Increases	
51-81-669	OTHER PURCHASED SERVICES - H WATER - DOT PERMITS	3,850
51-85-669	OTHER PURCHASED SERVICES - H SEWER - DOT PERMITS	5,500
	Total Increases	9,350
	Decreases	
51-85-563	Heating Fuel	(5,500)
51-10100	Cash	(9,350)
	Total Decreases	(9,350)
TOTAL	Net Change to WATER AND SEWER Fund Appropriations	0



**City
of
Bethel**

Peter Williams <pwilliams@cityofbethel.net>

Fwd: Oversize/Overweight Permitting

1 message

William (Bill) Arnold <warnold@cityofbethel.net>

Wed, Mar 14, 2018 at 12:55 PM

To: Peter Williams <pwilliams@cityofbethel.net>

Pete here is the rate schedule for the truck permits.

Thanks

----- Forwarded message -----

From: **William (Bill) Arnold** <warnold@cityofbethel.net>

Date: Thu, Feb 8, 2018 at 8:55 AM

Subject: Fwd: Oversize/Overweight Permitting

To: Hauled Foreman <hauledforeman@cityofbethel.net>

----- Forwarded message -----

From: "William (Bill) Arnold" <warnold@cityofbethel.net>

Date: Feb 7, 2018 4:25 PM

Subject: Fwd: Oversize/Overweight Permitting

To: "James (Jim) Flemings" <jflemings@cityofbethel.net>

Cc:

----- Forwarded message -----

From: "William (Bill) Arnold" <warnold@cityofbethel.net>

Date: Feb 7, 2018 12:04 PM

Subject: Fwd: Oversize/Overweight Permitting

To: "Peter Williams" <pwilliams@cityofbethel.net>

Cc:

----- Forwarded message -----

From: **Gray, Jennifer M (DOT)** <jennifer.gray@alaska.gov>

Date: Wed, Feb 7, 2018 at 12:02 PM

Subject: Oversize/Overweight Permitting

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

Good afternoon,

Attached is the current price list for oversize/overweight permitting. Under extended period permits you will find that an overweight only load costs \$550.00 for up to 12 months.

Please let me know if you have any additional questions.

Thank you,

Jennifer Gray

Project Assistant

State of Alaska

Department of Transportation & Public Facilities

Measurement Standards & Commercial Vehicle Enforcement

Commercial Vehicle Customer Service Center

907.365.1203

Additional contact information:

www.dot.alaska.gov/mscve

Permits Office: 907.365.1200

Permits Fax: 907.365.1221

Permits Email: dot.dms.permitfax@alaska.gov

"Keep Alaska Moving through service & infrastructure"

--

William (Bill) Arnold

Public Works Director

City of Bethel

PO Box 1388

Bethel, Alaska. 99559

(907) 543-5276 Direct Line

(907) 545-0111 Cell

(907) 543-2046 Fax Line

--

William (Bill) Arnold

Public Works Director

City of Bethel

PO Box 1388

Bethel, Alaska. 99559

(907) 543-5276 Direct Line

(907) 545-0111 Cell

(907) 543-2046 Fax Line



PERMIT FEES 2018.pdf

120K

EFFECTIVE FEBRUARY 29, 2016

State of Alaska
 Division of Measurement Standards
 & Commercial Vehicle Enforcement
 11900 Industry Way, Building M
 Anchorage, Alaska 99515



PERMITS CONTACT NUMBERS:
 Phone: 907-365-1200
 Phone (Toll Free): 800-478-7636
 Fax: 907-365-1221
 Fax (Toll Free): 866-345-2641

SINGLE MOVE

Oversize only

Basic processing charge:.....\$40
 Units of surcharge to be added when applicable:
 Overall WIDTH in excess of 10' to 16'..... 25
 Overall WIDTH in excess of 16' 35

 Overall HEIGHT in excess of 16' to 16'6" 25
 Overall HEIGHT in excess of 16'6" 35

Overweight only

Basic processing charge:.....\$40
 Units of surcharge to be added when applicable:
 Gross weight of 150,000 lbs. or more..... 25

Oversize AND Overweight

Basic processing charge:..... \$ 70
 Units of surcharge to be added when applicable:
 Overall WIDTH in excess of 10' to 16'..... 25
 Overall WIDTH in excess of 16' 35

 Overall HEIGHT in excess of 16' to 16'6" 25
 Overall HEIGHT in excess of 16'6" 35

 Gross weight of 150,000 lbs. or more..... 25

EXTENDED PERIOD

Oversize OR Overweight

30 days (1 month).....\$ 85
 over 1 – up to 3 months 220
 over 3 – up to 6 months 330
 over 6 – up to 9 months 495
 over 9 – up to 12 months 550

Oversize AND Overweight

30 days (1 month)..... \$ 165
 over 1 – up to 3 months 385
 over 3 – up to 6 months 605
 over 6 – up to 9 months 935
 over 9 – up to 12 months..... 1100

The total permit fee charges for any permit shall be the sum of the oversize and overweight fees as stated above.

ELLIOTT/DALTON corridor ONLY (between Fox Weigh Station & Prudhoe Bay)

SINGLE MOVE

Oversize only

Basic processing charge: \$40
 Units of surcharge to be added when applicable:
 Overall WIDTH in excess of 10' to 16' 25
 Overall WIDTH in excess of 16' 35

 Overall HEIGHT in excess of 17' to 18'6" 25
 Overall HEIGHT in excess of 18'6" 35

Oversize AND Overweight

Basic processing charge: \$ 70
 Units of surcharge to be added when applicable:
 Overall WIDTH in excess of 10' to 16' 25
 Overall WIDTH in excess of 16' 35

 Overall HEIGHT in excess of 17' to 18'6" 25
 Overall HEIGHT in excess of 18'6" 35

 Gross weight of 150,000 lbs. or more 25

OTHER FEES:

Permit Replacement Fee: \$30
Permit change.....\$30
Permit canceled/voided.....\$30

Introduced by: Council Member Leif Albertson
Date: June 13, 2017
Public Hearing: June 27, 2017
Action: Passed
Vote: 5-2

CITY OF BETHEL, ALASKA

Ordinance #17-36

AN ORDINANCE SUBMITTING TO THE QUALIFIED VOTERS OF THE CITY OF BETHEL, A BALLOT PROPOSITION AMENDING THE BETHEL MUNICIPAL CODE TO INCREASE THE ALCOHOL BEVERAGE SALES TAX FROM 12% (TWELVE PERCENT) TO 15% (FIFTEENTH PERCENT) AND TO DEDICATE ~~3~~ 20% OF THE REVENUE GENERATED FROM THE TAX TO HEALTH, PUBLIC SAFETY AND SOCIAL SERVICE USES RELATED TO ALCOHOLIC BEVERAGES, AND TO PROVIDE FOR APPROVAL BY A MAJORITY OF QUALIFIED VOTERS VOTING ON THE QUESTION

Therefore be it Enacted by the Bethel City Council that:

SECTION 1. Pursuant to state law, a ballot proposition in substantially the following form and substance shall be submitted to the qualified voters of the City of Bethel at the next regular Municipal election to be held October 3, 2017:

PROPOSITION NO.1

Shall the City of Bethel increase the alcohol tax on the sales of alcoholic beverages in the City of Bethel to 15%? (Ordinance No. 17-36)

Explanation:

A "Yes" vote will increase the tax on alcohol sales from a rate of 12% to a rate of 15%.

A "No" vote will maintain the tax on alcohol sales at a rate of 12%.

SECTION 2 Amend the Bethel Municipal Code, Section 4.13.030 to read (new language is underlined old language is stricken):

Section 4.16.030 Imposition – Rate.

A. There is levied and shall be collected a sales tax on all sales transaction in the City unless specifically exempted under this chapter. The tax is six (6) percent of the selling price.

B. The tax to be added to the sale price shall be ~~twelve percent (12%)~~ fifteen percent (15%) for alcohol.

Introduced by: Council Member Leif Albertson
Date: June 13, 2017
Public Hearing: June 27, 2017
Action: Passed
Vote: 5-2

C. The tax to be added to the sale price, shall be and twelve percent (12%) transient lodging.

SECTION 3. For such period of time as the City of Bethel, Alaska, levies a tax as under Section 2 of this Ordinance at Section 4.16.030(B) of the Bethel Municipal Code at a rate of 15% or greater, ~~3~~ 20% of the revenues collected from the sales of alcohol in each fiscal year shall be placed in a separate interest bearing account. The funds generated in the separate interest bearing account will be used to fund the Community Action Grant programs which shall focus on advancing the communities opportunities, sustainability and wellbeing with components that foster community wellness, direct impact to the community's vulnerable populations and/or civic engagement of Bethel residents and project beneficiaries.

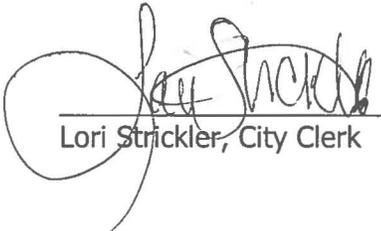
SECTION 4. The proposition contained in Section 1, the amendments outlined in Section 2, and the designation of funds provided in Section 3 of this ordinance, shall become effective if, and only if, approved by a majority of the voters voting on the question.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL ALASKA, THIS 27 DAY OF JUNE 2017, BY A VOTE OF 5 IN FAVOR AND 2 OPPOSED.



Richard Robb, Mayor

ATTEST:



Lori Strickler, City Clerk

ALCOHOL SALES TAX

FY18	VENDOR 1			VENDOR 2			VENDOR 3			TOTAL TAXABLE SALES	TOTAL SALES TAX	TOTAL 3% SALES TAX
	TAXABLE SALES	REPORTED SALES TAX	3/15, OR 20%	TAXABLE SALES	REPORTED SALES TAX	3/15, OR 20%	TAXABLE SALES	REPORTED SALES TAX	3/15, OR 20%			
7/17	499,731.25	59,968	N/A	-	-	N/A	16,458	1,975	N/A	516,189.25	61,943	N/A
8/17	521,100.67	62,532	N/A	8,558	1,027	N/A	3,258	391	N/A	532,916.67	63,950	N/A
9/17	516,661.58	61,999	N/A	17,758	2,131	N/A	-	-	N/A	534,419.58	64,130	N/A
10/17	603,228.83	72,387.46	N/A	18,125	2,175	N/A	-	-	N/A	621,353.83	74,562.17	N/A
11/17	445,627.58	53,475.31	N/A	15,475	1,857	N/A	-	-	N/A	461,102.58	55,332.02	N/A
12/17*	111,288.60	13,354.63	N/A	2,471.46	296.58	N/A	-	-	N/A	113,760.06	13,651.21	N/A
12/17**	409,676.23	61,451.43	12,290.29	8,650.11	1,297.53	259.51	-	-	-	418,326.34	62,748.96	12,549.79
1/18	450,293.06	67,543.96	13,508.79	16,590.85	2,488.63	497.73	-	-	-	466,883.91	70,032.59	14,006.52
2/18												
3/18												
4/18												
5/18												
6/18												
	3,557,607.80	452,712.01	25,799.08	87,628.42	11,271.70	757.23	19,716.00	2,366.00	-	3,664,952.22	466,349.71	26,556.31

PROJECTION THRU 6/18

6,282,775 799,457 92,947

* 12% through December 7th, 2017

** 15% as of December 8th, 2017

Suggested Amendment from Administration

GENERAL FUND

	Increases	
10-72-760	Community Services Community Action Grant (12.17 & 1.18 3% Alcohol Tax)	26,556
	Total Increases	26,556
	Decreases	
10-10200	Cash	(26,556)
	Total Decreases	(26,556)
	Total	0

	TOTAL CHANGE TO GENERAL FUND APPROPRIATIONS	
	Total Increases	26,556
	Total Decreases	0
	Cumulative Change to APPROPRIATIONS	26,556

	TOTAL CHANGE TO GENERAL FUND BALANCE	
	Change to GENERAL FUND Revenues	0
	Change to GENERAL FUND Appropriations	26,556
	Cumulative Increase (Decrease) to Fund Balance	(26,556)

WATER AND SEWER FUND

	Increases	
51-81-669	OTHER PURCHASED SERVICES - H WATER - DOT PERMITS	3,850
51-85-669	OTHER PURCHASED SERVICES - H SEWER - DOT PERMITS	5,500
	Total Increases	9,350
	Decreases	
51-10100	CASH	(9,350)
	Total Decreases	(9,350)
	Total	0

City of Bethel Action Memorandum

Action memorandum No.	18-20		
Date action introduced:	March 13, 2018	Introduced by:	City Manager Peter Williams
Date action taken:		<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:			

Action Title: Authorizing the City Manager to negotiate and execute a contract amendment to the Professional Services Agreement with Carmen Jackson CPA originally executed on January 19, 2016/

Attachment(s): Original Contract, Draft Amendment #4

Department/Individual:	Initials:	Remarks:
City Attorney	<i>PB</i>	Required by BMC 4.20.410(G)
City Manager		

Amount of fiscal impact:		Account information:
X	No fiscal impact at this time.	

Summary Statement

On January 19, 2016, the City of Bethel entered into a contract for Professional Services with the accounting firm of Carmen Jackson CPA, LLC. Since then the contract has been amended three (3) times to reflect the growing needs of the City.

The finance department continues to see staff changes and continues to work on cleaning up past audit issues. To effectively handle the demands, the finance department requires the assistance of the trained personnel provided by Carmen Jackson CPA, LLC.

The firm of Carmen Jackson CPA, LLC was secured via a properly executed RFP process. The contract is effective until June 30, 2020.

This amendment will allow for the continued utilization of the needed services. If approved, the staff of Carmen Jackson CPA, LLC is anticipated to arrive in Bethel in late March to assist the City.

City Council approval of the amendment is required pursuant to the Bethel Municipal Code.

**Amendment # 4 to Professional Services Contract
For Accounting Services
Between City of Bethel and Carmen Jackson, CPA LLC
(Signed January 19, 2016)**

This Contract Amendment is made this _____ day of March, 2018 by and between the City of Bethel, a municipal corporation (hereinafter "City") and Carmen Jackson CPA, LLC (hereinafter "Contractor").

Pursuant to section 15 of the Contract for Accounting Services entered into between the parties on January 16, 2016, the parties hereby mutually agree to modify the Contract as follows:

Section 06, subsection D Compensation is amended to read:

D. Total annual compensation shall not exceed ~~Eighty-Five~~ **One Hundred Eighty Thousand (\$85,000) (\$180,000) Dollars** without the express written authorization of the City.

Section 07, subsection D Method and Time of Payment is amended to read:

D. It is expressly understood that in no event shall the total compensation due to the Accountant exceed ~~EIGHTY-FIVE~~ **ONE HUNDRED EIGHTY (\$85,000) (\$180,000) DOLLARS** unless this Agreement is modified, in writing and signed by both parties.

All other terms of the original Professional Services Agreement dated January 12, 2016 shall remain in full force and effect as though specifically incorporated herein.

IN WITNESS WHEREOF, the Parties have caused this Contract Amendment to be executed as of the date first written above.

CITY OF BETHEL

CARMEN JACKSON CPA LLC

Peter A. Williams
City Manager

Carmen Jackson
Owner

**PROFESSIONAL SERVICES AGREEMENT
FOR
CONTRACT ACCOUNTING SERVICES**

THIS AGREEMENT made and entered into this ___19th___ day of January 2016 (Effective Date), by and between the CITY OF BETHEL (a municipal corporation) and CARMEN JACKSON CPA (an Alaska business).

Section 01 Definition

In this Agreement:

- A. The term "City" means the City of Bethel.
- B. The term "Accountant" means CARMEN JACKSON CPA.

Section 02 Employment of Accountant

The City hereby agrees to engage the services of Accountant and the Accountant hereby agrees to perform the services hereafter set forth.

Section 03 Scope of Services

In accordance with the Request for Proposals (RFP) issued by City on October 23, 2015 and Accountant's Proposal, Accountant agrees to perform accounting services as requested by the Finance Director, or his designee, and agreed to by Accountant. Such accounting services to include, but not be limited to:

- Travel to Bethel for up to one full work week as necessary and previously agreed to between Accountant and City.
- Journal Entries;
- Accounts Payable processing;
- Payroll processing;
- Bank Reconciliations;
- Annual Audit Preparation;
- Grant Reporting;
- Budget Preparation;
- Sales Tax entries, reporting and reconciliation;
- Bookkeeping;
- Training onsite personnel

Additionally, Accountant agrees to complete a minimum of four (4) random sales tax audits annually of businesses operating within the City of Bethel for each year of the contract provided the City has not exhausted the total contract amount with other services requested. If the total contract amount is exhausted by other services requested by the City, an increase in the contract will be required to pay for the required number of sales tax audits.

Section 04 Personnel

Personnel shall be limited to employees or subcontractors of CARMEN JACKSON CPA.

- A. Professional Practices. All professional services to be provided by Accountant pursuant to this Agreement shall be provided by personnel experienced in their

respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional accountants and accounting personnel in similar fields and circumstances in accordance with sound professional practices. It is understood that in the exercise of every aspect of its role, within the scope of work, Accountant will be representing the City, and all of its actions, communications, or other work, during its employment, under this contract is under the direction of the City. Accountant also warrants that it is familiar with all laws and regulations that may affect its performance of this Agreement and shall advise City of any changes in any laws/regulations that may affect Accountant's performance of this Agreement.

- B. Subcontractors: Accountant may utilize subcontractors without the need to obtain the consent of City. Accountant shall be solely responsible for all work performed by its subcontractors.

Section 05 Time of Performance

The services of the Accountant shall commence upon execution of this Agreement by the City Manager and shall continue until no later than June 30, 2020. The period of performance may be extended for additional periods only by the mutual written agreement of the parties.

Section 06 Compensation

- A. Subject to the provisions of this Agreement, the City shall pay the Accountant as outlined in the Engagement Letter (attached as Appendix A), attached hereto and incorporated herein by reference, for services required by this Agreement.
- B. Airfare will be reimbursed at actual cost with Accountant purchasing the lowest fare possible and purchasing the travel at least two (2) weeks in advance whenever possible to keep costs down. No rental vehicles will be reimbursed. Lodging and per diem will be reimbursed at the current CONUS Rates notwithstanding any other earlier written or verbal communication.
- C. Except as otherwise provided in this Agreement, the City shall not provide any additional compensation, payment, service or other thing of value to the Accountant in connection with performance of Agreement duties. The parties understand and agree that, except as otherwise provided in this section, administrative overhead and other indirect or direct costs the Accountant may incur in the performance of its obligations under this Agreement have already been included in computation of the Accountant's fee and may not be charged to the City.
- D. Total annual compensation shall not exceed ***Fifty Thousand (\$50,000) Dollars*** without the express written authorization of the City.

Section 07 Method and Time of Payment

- A. Accountant shall invoice City on a monthly basis and City's payments are due within thirty (30) days of each invoice date. Such payments shall constitute the full and complete compensation for the Accountant's professional services. A billing is a summary of expenditures to date by line item categories (e.g.,

Personal Services, Travel, Contractual, Commodities and Equipment). Documentation of expenditures must be submitted with billings.

B. No payment will be disbursed until the work and associated expenditures are invoiced and have been approved by the City.

C. All invoices must be submitted in duplicate and addressed as follows:

Finance Director
City of Bethel
PO Box 1388
Bethel AK 99559-1388

D. It is expressly understood and agreed that in no event shall the total compensation due the Accountant exceed FIFTY THOUSAND (\$50,000) DOLLARS per year unless this Agreement is modified, in writing and signed by both parties.

Section 08 Relationship of the Parties

A. Independent Contractor: Accountant is and shall be acting at all times as an independent contractor and not as an employee of City. Accountant shall secure, at its expense, and be responsible for any and all payment of Income Tax, Social Security, Unemployment Compensation, and other payroll deductions for Accountant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Accountant agrees to have all of its Employees and subcontractors complete an acknowledgment form provided by the City indicating they understand that at no time will they be acting as an employee of the City. (see Appendix B)

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Accountant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

Section 09 Ownership of Documents

All findings, reports, documents, information and data paid for by the City including, but not limited to, computer tapes or discs, files and tapes furnished or prepared by Accountant or any of its subcontractors in the course of performance of this Agreement, shall be for and remain the sole use of City. City agrees that any such documents or information shall not be made available to any individual or organization without the prior consent of both City and Accountant. Any use of such documents for other projects not contemplated by this Agreement, and any use of incomplete documents, shall be at the sole risk of City and without liability or legal exposure to Accountant. City shall indemnify and hold harmless Accountant from all claims, damages, losses, and

expenses, including attorneys' fees, arising out of or resulting from City's use of such documents for other projects not contemplated by this Agreement or use of incomplete documents furnished by Accountant.

Section 10 Confidentiality

Any City materials to which the Accountant has access, information that reasonably might be construed as private or containing personal identifiable information, or materials prepared by the Accountant during the course of this Agreement (collectively referred to as "confidential information") shall be held in confidence by the Accountant, who shall exercise all reasonable precautions to prevent the disclosure of confidential information to anyone except the officers, employees and agents of the Accountant as necessary to accomplish the rendition of services set forth in this Agreement. Except as otherwise provided by law, Accountant shall not release any reports, information, private or promotional information or materials, whether deemed confidential or not, to any third party without the approval of the City.

Section 11 Responsibility for Errors

Accountant shall be responsible for its work under this Agreement. In the event that an error or omission attributable to Accountant occurs, then Accountant shall, at no cost to City, provide all necessary policies, estimates and other Accountant professional services necessary to rectify and correct the matter in accordance with accounting principles generally accepted in the United States of America.

Section 12 Insurance

- A. Minimum Scope and Limits of Insurance. Accountant shall obtain and maintain during the life of this Agreement all of the following insurance coverages:
1. Worker's Compensation Insurance – As required under AS 23.30.045 et seq.
 2. Commercial General Liability with limits of not less than Three Hundred Thousand (\$300,00) Dollars combined single limit per occurrence;
 3. Comprehensive Automobile Liability – Covering all vehicles used by Accountant in the performance of this Agreement, with coverage not less than One Hundred Thousand (\$100,00) Dollars per occurrence;
 4. Professional Liability Insurance – covering all errors, omissions or negligent acts of the Accountant, subcontractor or anyone directly or indirectly employed by them, made in the performance of this Agreement, which results in financial loss to the City. Coverage limits of not less than One Hundred Thousand (\$100,000) Dollars per occurrence.
- B. Endorsements. Whenever feasible and as allowed by law, all policies of insurance shall contain or be endorsed to contain the following provisions:
1. Should any of the described policies be canceled or materially changed in coverages provided before expiration thereof, City, as certificate holder, will be provided no less than forty-five (45) days written notice.
 2. Other insurance: "Any other insurance maintained by the City of Bethel shall be excess and not contributing with the insurance provided by this policy."

- C. Certificates of Insurance: Accountant shall provide to City certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by City, prior to performing any services under this Agreement.
- D. Non-limiting: The requirement for this section shall not be construed as a representation that such insurance coverage is adequate or limits Accountant's liability.

Section 13 Defense and Indemnification: Accountant to City

To the fullest extent permitted by law, the Accountant assumes liability for and shall save and protect, hold harmless, indemnify, and defend the City and its elected and appointed officials, officers, and employees (all the foregoing, hereinafter collectively, "Indemnities") from and against all claims, suits, demands, damages, losses, expenses, and liabilities of any kind whatsoever (all the foregoing, hereinafter collectively "Claims") including, without limitation, attorneys' fees, arising out of, resulting from, relating to, or claimed to have arisen out of, resulted from or related to the engagement of Accountant or the performance of this Agreement by the Accountant (including its subcontractors and suppliers).

It is expressly intended by the parties that Accountant's indemnity and defense obligations shall apply, and Indemnities shall be fully indemnified without offset, deduction or contribution, regardless of any negligence or other fault of Indemnities, or any of them, and whether or not such Indemnities negligence or other fault caused or contributed to the arising of the Claims.

"Claims" as used in this section shall include, without limitation, those for personal injuries, wrongful death, mental or emotional distress, loss of consortium, damage to or loss of use of real, personal or intangible property of any kind, loss of income, loss of earning capacity, and business, financial, commercial or pecuniary losses of any kind whatsoever, and attorneys fees, and costs and expenses of any kind whatsoever.

Accountant's indemnity and defense obligations shall cover the acts or omissions of any of Accountant's subcontractors, and suppliers, and the employees of any of the foregoing.

The Accountant's indemnity and defense obligation under this Section includes, without limitation, any claims, suits, demands, damages, losses, expenses, and liabilities arising from allegations of violations of any federal, State, or local law or regulation, and from allegations of violations of Accountant's or its subcontractor's personnel practices or from any allegation of an injury to an employee of the Accountant or subcontractor performing work or labor necessary to carry out the provisions of this Contract.

The indemnification obligations in this Section shall not be construed to negate, abridge or otherwise reduce any other obligation of indemnity the Accountant may

have with respect to the City which may otherwise exist. If any judgment is rendered against the City or any of the other individuals enumerated above in any such action, the Accountant shall, at its expense, satisfy and discharge the same. This indemnification shall survive termination or expiration of this Agreement.

Section 14: Defense and Indemnification: City to Accountant

To the fullest extent permitted by law, City assumes liability for and shall save and protect, hold harmless, indemnify, and defend the Accountant and its officials, officers, sub contractors, and employees (all the foregoing, hereinafter collectively, "Indemnities") from and against all claims, suits, demands, damages, losses, expenses, and liabilities of any kind whatsoever (all the foregoing, hereinafter collectively "Claims") including, without limitation, attorneys' fees, arising out of, resulting from, relating to, or claimed to have arisen out of, resulted from or related to the actions or inactions of City or the performance of this Agreement by the City.

It is expressly intended by the parties that City's indemnity and defense obligations shall apply, and Indemnities shall be fully indemnified without offset, deduction or contribution, regardless of any negligence or other fault of Indemnities, or any of them, and whether or not such Indemnities negligence or other fault caused or contributed to the arising of the Claims.

"Claims" as used in this section shall include, without limitation, those for personal injuries, wrongful death, mental or emotional distress, loss of consortium, damage to or loss of use of real, personal or intangible property of any kind, loss of income, loss of earning capacity, and business, financial, commercial or pecuniary losses of any kind whatsoever, and attorneys fees, and costs and expenses of any kind whatsoever.

City's indemnity and defense obligations shall cover the acts or omissions of any of City's elected officials, officers and employees.

The City's indemnity and defense obligation under this Section includes, without limitation, any claims, suits, demands, damages, losses, expenses, and liabilities arising from allegations of violations of any federal, State, or local law or regulation, and from allegations of violations of City's personnel practices or from any allegation of an injury to an employee of the City or subcontractor performing work or labor necessary to carry out the provisions of this Contract.

The indemnification obligations in this Section shall not be construed to negate, abridge or otherwise reduce any other obligation of indemnity the City may have with respect to the Accountant which may otherwise exist. If any judgment is rendered against the Accountant or any of the other individuals enumerated above in any such action, the City shall, at its expense, satisfy and discharge the same. This indemnification shall survive termination or expiration of this Agreement.

Section 15 Modifications

The parties may mutually agree to modify the terms of the Agreement. Modifications to the Agreement shall be incorporated into the Agreement by written amendments signed by both parties.

- A. Additional Services. Accountant shall not receive compensation for any services provided outside the scope of services specified in the Proposal unless prior to Accountant performing the additional services, the City approves such additional services in writing and in advance. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation shall be barred and are unenforceable.

Section 16 Equal Employment Opportunity

The Accountant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, physical handicap, age, status as a disabled veteran, or veteran of the Vietnam War era. The Accountant shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identification, national origin, physical handicap, age, status as a disabled veteran, or veteran of the Vietnam War era. Such actions shall include, but not be limited to the following: employment, upgrading, demotions, or transfers; recruitment or recruitment advertising; layoffs or terminations; rates of pay or other forms of compensation; selection for training, including apprenticeship; and participation in recreational and educational activities. The Accountant agrees to post in conspicuous places available for employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause. The Accountant will, in all solicitations or advertisements for employees placed by or on behalf of the Accountant; state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, physical handicap, age, or status as a disabled veteran, or veteran of the Vietnam War era. The Accountant will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement.

Section 17 Termination of Agreement for Cause

If, through any cause, the Accountant shall fail to fulfill in a timely and proper manner the obligations under this Agreement or if the Accountant shall violate any of the covenants, agreements, or stipulations of this Agreement, the City shall thereupon have the right to terminate this Agreement by giving written notice to the Accountant of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination.

If, through any cause, the City shall fail to fulfill in a timely and proper manner the obligations under this Agreement or if the City shall violate any of the covenants, agreements, or stipulations of this Agreement, the Accountant shall thereupon have the right to terminate this Agreement by giving written notice to the City of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination.

The Accountant shall be entitled to receive compensation in accordance with the payment provisions of this Agreement only for work invoiced and completed in accordance with accounting principles generally accepted in the United States of America in accordance with Appendix "A" of this Agreement and the other terms of this Agreement.

Section 18 Termination for Convenience

Either party may terminate this contract at any time by giving written notice to the other party of such termination and specifying the effective date of such termination. In no event shall notice be less than thirty (30) days prior to termination. The Accountant shall be entitled to receive compensation for all work completed prior to termination of this Agreement but only for work completed in accordance with accounting principles generally accepted in the United States of America in accordance with Appendix "A" of this Agreement and the other terms of this Agreement. If this Agreement is terminated due to the fault of the Accountant, Section 16 of this Agreement shall govern the rights and liabilities of the parties.

Section 19 Causes beyond Control

In the event the Accountant is prevented by a cause or causes beyond control of the Accountant from performing any obligation of this Agreement, non-performance resulting from such cause or causes shall not be deemed to be a breach of this Agreement which will render the Accountant liable for damages or give rights to the cancellation of the Agreement for cause. However, if and when such cause or causes cease to prevent performance, the Accountant shall exercise all reasonable diligence to resume and complete performance of the obligation with the least possible delay. The phrase "cause or causes beyond control," as used in this section, means any one or more of the following causes which are not attributable to the fault or negligence of the Accountant and which prevent the performance of the Accountant: fire, explosions, acts of God, war, orders or law of duly constituted public authorities, and other major uncontrollable and unavoidable events, all of the foregoing which must actually prevent the Accountant from performing the terms of the Agreement as set forth herein. Events which are peculiar to the Accountant and would not prevent another Accountant from performing, including, but not limited to financial difficulties, are not causes beyond the control of the Accountant. The City will determine whether the event preventing the Accountant from performing is a cause beyond the Accountant's control.

Section 20 Assignability

- A. The Accountant shall not assign any interest in this Agreement and shall not transfer any interest in the same (whether by assignment or novation) without the prior written consent of the City, thereto; provided, however that claims for money due or to become due to the Accountant from the City under this Agreement may be assigned by court order or to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the City, or the Accountant shall be responsible to the

City for any moneys due the assignee of this Agreement which are paid directly to the Accountant.

Section 21 Permits, Laws and Taxes

- A. The Accountant shall acquire and maintain in good standing all permits, licenses and other entitlements necessary to the performance under this Agreement. All actions taken by the Accountant under this Agreement shall comply with all applicable statutes, ordinances, rules and regulations. The Accountant shall pay all taxes pertaining to its performance under this Agreement.
- B. Prior to commencing any work for the City, Accountant shall provide the City with copies of the following:
 - 1. Copy of current State of Alaska Business License;
 - 2. Copy of current City of Bethel Business License;
 - 3. Copy of insurance certificates indicating compliance with all insurance requirements of Section 12 above.
 - 4. Computer Access Agreement

Section 22 Agreement Administration

- A. The Finance Director, or his designee, will be the representative of the City administering this Agreement.
- B. The services to be furnished by the Accountant shall be administered, supervised, and directed by Carmen Jackson. In the event that the individual named above or any of the individuals identified in the proposal to perform work under the Agreement are unable to serve for any reason, the Accountant shall appoint a successor in interest subject to a written approval of the City of Bethel.

Section 23 Integration

This instrument and all appendices and amendments hereto embody the entire agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein; and this Agreement shall supersede all previous communications, representations or agreements, either oral or written, between the parties. To the extent they are not inconsistent with the terms of this Agreement; the following documents are incorporated by reference into this Agreement as if fully set forth herein:

- 1. City's Request for Proposals
- 2. Accountant's Proposal
- 3. Accountant's Engagement Letter

Section 24 Interpretation and Enforcement

This Agreement is being executed by the parties following negotiations between them. It shall be construed according to the fair intent of the language as a whole, not for or against any party. The titles of sections in this Agreement are not to be construed as limitations or definitions but are for identification purposes only.

Section 25 Severability

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

Section 26 Understanding

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

Section 27 Notices

Any notice required pertaining to the subject matter of the Agreement shall be personally delivered or mailed by prepaid first-class, registered or certified mail to the following address:

City: City Attorney
City of Bethel
PO Box 1388
Bethel AK 99559

Accountant: Carmen Jackson, Owner
Carmen Jackson, CPA
3500 N. Wolverine Drive
Wasilla AK 99654

Section 28 Jurisdiction; Choice of Law

Any civil action arising from this Agreement shall be brought in a Superior Court in the State of Alaska. The law of the State of Alaska shall govern the rights and obligations of the parties.

Section 29 Non-Waiver

The failure of the City at any time to enforce a provision of this Agreement shall in no way constitute a waiver of the provisions, nor in any way affect the validity of this Agreement or any part thereof, or the right of the City thereafter to enforce each and every protection hereof.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

Section 30 Non Exclusive Agreement

Accountant acknowledges that City may enter into agreements with other Accounting Firms for services similar to the services that are subject to this Agreement or may have its own employees perform services similar to those services contemplated by this Agreement.

CITY OF BETHEL

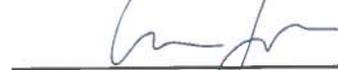


By: Ann K. Capela

Title: City Manager

Dated: 01/19/16

CARMEN JACKSON CPA



By: Carmen Jackson

Title: Owner

Dated: January 19, 2016



CITY OF BETHEL REMOTE COMPUTER ACCESS AGREEMENT

This Remote Computer Access Agreement (hereinafter "Agreement") entered into this 12th day of January 2016, by and between the City of Bethel (hereinafter "City") and

Name of Company: Carmen Jackson CPA
Principal Agent: Carmen Jackson
Address: 3500 N. Wolverine Drive
City, State, Zip: Wasilla, AK 99654
Tax ID No: 47-2701898

(hereinafter "Client")

The purpose of this Agreement is to establish appropriate use of City of Bethel financial information, accounts and computer information. The City computer systems and networks are provided to support the mission of the City. Computer clients do not own accounts on the City's computers, but are granted the privilege of exclusive use of an account. At all times, clients using the City's network and accounts must adhere to legal, ethical and confidentiality standards. Failure to comply with acceptable standards may result in suspension or revocation of privileges.

In consideration of the promises contained herein, Client and City agree as follows:

1. Access to Computer System

Subject to the provisions of this paragraph, City shall allow Client controlled access to its Casselle Program, to conduct activities on behalf of the City. Such activities include, but are not limited to, bank reconciliation, Accounts Payable transactions, Accounts Receivable Transactions, Sales Taxes and the Posting of W2 forms for the IRS. Client's access to City's computer system shall be limited to those portions of Casselle designated by City.

2. Confidential and Proprietary Information

- a. Client understands and acknowledges that any and all of City's information, data or documentation accessed by Client is considered confidential and/or proprietary (hereinafter referred to as "Confidential Information"). City's Confidential Information includes, but is not limited to, information from Casselle, the accounting department, the IRS, banks, vendors, payees and payors.
- b. Client, as well as its officers, directors, subcontractors and employees, shall at all times preserve the confidentiality of all Confidential Information and/or the proprietary system and shall not at any time, in manner or form, directly or indirectly, copy, disclose, duplicate, download, license, sell, reveal, divulge, transfer, publish or communicate, in whole or in part, any such Confidential Information and/or the proprietary system to any third party, except as provided below.

- c. Client agrees that it will only disclose the Confidential Information as required by the Professional Services Agreement or as required by Law.
- d. Client agrees that it will not use or disclose the Confidential Information for employment related actions or decisions.
- e. Client will require any billing agency, clearinghouse or other such agent, that is permitted through an agreement with Client to access City's information, to provide reasonable assurance, evidenced by written contract, that such billing agency, clearinghouse or other agent will comply with the privacy and security safeguard obligations of Client and City with respect to City information.

3. Privacy of Computer and Network Client Information

The CITY's IT will do its due diligence in taking every precaution possible to protect and secure data. Data security is a partnership between CLIENT and the CITY. The same security standards that apply to paper files should be applied to electronic files. CLIENT is responsible for maintaining a level of confidentiality in accordance with their role as the CITY.

It should be noted that the CITY monitors and randomly inspects all access to its Computer Systems. Communications and transmissions between CITY and CLIENT or access to CITY's computer systems may be monitored at any time without notice. CLIENT should have no expectation of data privacy when using the CITY's network.

The CITY does not monitor transmissions for the purpose of censorship, but may monitor transmissions should a violation of regulations be alleged. Authorized personnel within the Information Technology office may also monitor transmissions in the course of performing routing maintenance or troubleshooting network or account problems.

System administrators may examine or make copies of files that are suspected of misuse or that have been corrupted or damaged. CLIENT files may be subject to search by law enforcement agencies under court order if such files contain information which may be used as evidence in a court of law. IT professional staff may access CITY-owned computers to perform system maintenance either on-site or using remote tools as necessary without prior notification.

4. Protection of Data

By entering into this Agreement, CLIENT acknowledges its responsibility to ensure the confidentiality, integrity and availability of all forms of CITY information in a manner consistent with its sensitivity. CLIENT accepts responsibility to provide reasonable physical security for all of CITY's information and resources issued to provide remote access. CLIENT agrees to implement and maintain the following mandatory countermeasures on equipment used to process CITY information:

- a. Configure computers to not automatically "remember" CITY passwords.
- b. Do not share or reveal CITY usernames and passwords to anyone (including family members) to prevent unauthorized access to CITY IT Systems and Data.
- c. Install and configures to automatically update (at least bi-monthly), and run anti-virus software on equipment used for remote access.
- d. Install and update (at least monthly) security related patches on CLIENT owned devices that can be patched.

- e. Clear browser history and cache and close browser when finished with remote access needs for CLIENT owned equipment.
- f. Encrypt authentication credentials.
- g. Do not save CITY information and applications on the hard drive of the remote access computer unless such information is required as supporting work papers for client to maintain professional standards.
- h. Agree to comply with regularly scheduled maintenance requirements for CITY resources.
- i. Never configure remote access computers as servers (e.g., web servers, private email servers, etc.)
- j. Install and use password-protected screensavers when idle for fifteen (15) minutes or more.
- k. Anti-virus software is required on all equipment connecting to the City's computers.
- l. A personal firewall is required on CLIENT-owned equipment and on personally owned equipment when broadband technologies are used.
- m. Remote access users will maintain hardware and software as requested by the CITY's IT Department.

5. Computer Incidents

CLIENT also acknowledges the possibility, however small, that such information could potentially be viewed or downloaded by other than those intended as a result of CLIENT's remote access. CLIENT fully understands that it is their duty to exercise due care in protecting this information and to immediately report an unauthorized disclosure or compromise to the CITY so that appropriate procedures may be initiated. CLIENT further understands that, if required by law, by and after proper coordination (properly executed warrants, etc.) with law enforcement authorities, the device used to gain remote access may be temporarily seized for the purpose of forensic examination and sanitizing of compromised information. During that process, CLIENT understands there is a risk that system files and programs may be erased or damaged, or that unintentional damage may occur to the computer hard drive.

6. Limited Use

Client agrees that it shall use the Confidential Information only to perform activities, as described in the Professional Services Agreement. Client shall not, under any circumstances, use the Confidential Information to perform any other services other than those designated in the Professional Services Agreement.

7. Unacceptable Conduct

Following are unacceptable conduct:

A. Compliance

- Illegal use or misconduct of any kind (including but not limited to copyright infringement)
- Violation of local, state or federal laws;
- Using peer-to-peer file sharing unless specific instances are authorized by the CITY

B. Network and Internet Access

- Connecting unauthorized devices to the City network. **No network access device, including but not limited to wireless access points, switches, routers, hubs, network based storage, pico cell technology or personal DHCP servers, may be connected to the CITY network without authorization from IT.**
- Modifying or extending network services and network wiring without the prior written consent of the CITY's IT.
- Unauthorized access;
- Use that disrupts the work of others either locally or on the Internet including initiating "spam" email or use that results in technical difficulties. In either case, IT will take all steps necessary to protect the network.
- Using TCNJ resources to send mass emails without administrative approval will be considered "spam" and will be considered a violation of this Agreement.
- Masquerading your identity, impersonating other persons or businesses or misrepresenting the CITY via email, instant message or other Internet presence will be considered a violation of this Agreement.
- Installing software that may compromise the security of CITY owned equipment.

C. Data Protection/Privacy

- Providing access to anyone other than CLIENT's employees or subcontractors for any purpose other than those that are in direct support of the Professional Services Agreement;
- Forging the identity of a client or a machine in and electronic communication.
- Use of CITY owned computer facilities by unauthorized personnel;
- Unauthorized attempts to circumvent data protection schemes or uncover security flaws. This includes creating and/or running programs that are designed to identify security loopholes and/or decrypt intentionally secure data.
- Attempting to monitor or tamper with another client's electronic communications, or reading, copying, changing or deleting another client's files or software without the explicit agreement of the CITY.
- Use of a computer account that was not assigned to CLIENT by the CITY's IT, unless multiple access has been authorized for the account and/or the owner of the account has specifically given you access.
- CLIENT must make a reasonable attempt to protect their account/access from being accessed by others. This includes having a secure password and maintaining proper access permissions on sensitive files.
- It is CLIENT's responsibility to use strong passwords and to change those passwords often. Passwords should not be shared or written down or displayed publicly.

8. Prohibition Against Third Party Access

Client agrees that it will not act as an electronic "hub" or "switch" allowing other third parties to access, via Internet, or any other method, City's information systems through Client's access path, as authorized under this Agreement, without the prior written consent of the City.

9. Indemnification

Client will access the Confidential Information from City and in accessing this information obtained by City, Client agrees to indemnify and hold harmless City for damages, lawsuits, judgments, expenses and attorney fees incurred by City: (1) as a direct result of negligence, gross negligence, bad faith, dishonesty or criminal conduct on the part of Client, its employees, its officers, directors or subcontractors in the use of the aforementioned Confidential Information; (2) as a result of Client's releasing the Confidential Information to any third-party, or as a result of the Client, providing access of the information to an individual who does not have an important business need.

10. Applicable Law

The validity, performance and construction of this Agreement will be governed by the laws of the State of Alaska.

11. Complete Agreement

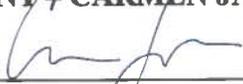
This Agreement, as well as the Professional Services Agreement, and any other required and duty executed attachments, all of which are incorporated by reference and made a part of this Agreement, constitutes a final written expression of all terms of the Agreement between City and Client and is a complete and exclusive statement of those terms and no representations, statements or other Agreements, oral or written, made prior to the execution of this Agreement shall be valid. No addition to or modification of any provision of this Agreement will be binding upon CITY or upon CLIENT unless made in writing and signed by duly authorized representatives of CITY and of CLIENT respectively.

12. Termination

Either party may terminate this Agreement, with or without cause, upon ten (10) days written notice. If this Agreement terminates, CLIENT agrees that the terms, rights, duties and conditions contained in Paragraph 2 and Paragraph 10 shall survive the termination of this Agreement. The parties also agree that CITY may terminate this Agreement immediately without notice, in the event CLIENT violates the terms of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their respective officers who have been duly authorized to execute this Agreement.

CLIENT **CARMEN JACKSON CPA**

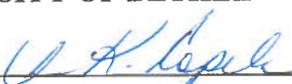


By: Carmen Jackson

CPA/Owner
Title

January 12, 2016
Date

CITY OF BETHEL



By: Ann K. Capela

City Manager
Title

01/19/2016
Date

CPA • CARMEN JACKSON

December 10, 2015

Ann Capela, City Manager
City of Bethel
PO Box 1388
Bethel, AK 99559

Dear Ann:

I appreciate the opportunity to work with you. This letter is to confirm and specify the terms of my engagement with you. I hope to better meet your expectations of service by clearly identifying the particular services to be provided and their frequency. The services will cover the fiscal year ending June 30, 2016.

You are responsible for assuming all management responsibilities, and for overseeing any accounting services or other services I provide by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience. In addition, you are responsible for evaluating the adequacy and results of and accept responsibility for the results of such services.

None of the services can be relied on to disclose errors, fraud, or illegal acts. However, I will inform you of any material errors and of any evidence of information that comes to my attention during the performance of my procedures, that fraud may have occurred. In addition, I will inform you of any evidence or information that comes to my attention during the performance of my procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. I have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement. I am not a forensic accountant and do not possess credentials as such.

I have indicated the services that I expect to provide. The frequency of the services will be on site for one week per month plus additional hours via remote access as requested. Please review the information below and make any changes necessary.

- journal entries
- accounts payable processing
- payroll processing
- bank reconciliations
- annual audit preparation
- sales tax audits
- grant reporting
- budget preparation

Carmen Jackson is the engagement partner and is responsible for supervising the engagement and signing reports or authorizing another individual to sign.

To ensure that my independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform me before entering into any substantive employment discussions with any of my personnel.

I may from time to time, and depending on the circumstances, use certain third-party service providers in serving your account. I may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, I maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, I will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and I will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that I am unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third- party service provider. Furthermore, I will remain responsible for the work provided by any such third-party service providers.

Fees for these services will be \$125 per hour for CPA services, \$85 per hour for Accounting Assistant, and \$65 per hour for Administrative staff. You will also be billed for my-of-pocket costs such as report production, word processing, postage, travel, lodging, etc. No retainer will be required for this engagement. All fee estimates are based on anticipated cooperation from you and/or your personnel and the assumption that unexpected circumstances will not be encountered during the work performed. If significant additional time is necessary, I will discuss it with you before I incur the additional costs. My invoices for these fees will be rendered each month or on a per event basis and are payable on presentation.

In accordance with my firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full. If I elect to terminate services for nonpayment, the engagement will be deemed to have been completed upon written notification of termination, even if I have not completed a report. You will be obligated to compensate me for all time expended and to reimburse me for all out-of-pocket expenditures through the date of termination.

You may request that I perform additional services not contemplated by this engagement letter. If this occurs, I will communicate with you regarding the scope of the additional services and the estimated fee. I may also issue a separate engagement letter covering the additional services. In the absence of any other written communication from me documenting such additional services my services will continue to be governed by the terms of this engagement letter.

I appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of me engagement. If you have any questions, please let us know. If you

agree with the terms of the engagement as described in this letter, please sign the enclosed copy and return it to me.

If you have any questions, please do not hesitate to contact me. I appreciate the opportunity to work with you.

Sincerely,



Carmen Jackson, CPA

Accepted by:


Ann Capela
Date

Comments or additional requests:

Suggested amendments to AM 18-20

AM 18-20: Authorizing the City Manager to negotiate and execute a contract amendment to the Professional Services Agreement with Carmen Jackson CPA Originally executed on January 19, 2016.

AMENDMENT (Additional Information)

1. On January 23, 2018, the Bethel City Council voted down a requested budget modification of \$107,517 for auditing and professional fees for the finance department (Ordinance 17-28(f)). At the time of the budget modification request, the monies had already been paid, thus the voting down of the Ordinance meant that the budget would reflect the negative value and memorialize the payment of the fees prior to obtaining the budget modification.

Using the December 31, 2017 financials that were in the packet on February 27, 2018 (financials were in the January 9 meeting packet as well but they were only through the end of November):

Account #	Starting Balance	Change Requested	Notes
10-53-641	\$45,345.75	Addition of \$50,805	Denied
10-53-649	(-\$78,882.90)	Addition of \$56,712	Denied
10-53-501	\$333,770.76	Reduction of \$107,757	

Balances remained the same. Bills for Carmen Jackson, CPA firm had already been paid at this time thus the balances reflect those payments and why one was so heavily over-expended.

2. On February 27, 2018, the Bethel City Council approved a budget modification request via Ordinance 17-28(i). That budget modification asked for a transfer in advance of monies being encumbered and spent as required by the Bethel Municipal Code. That budget modification was approved.

Using the December 31, 2017 financials as a demonstrative:

Account #	Starting Balance	Change Requested	Action	New Balance
10-53-501	\$333,770.76	Decrease by \$44,600	Approved	\$289,170.76
10-53-520	\$3,047.11	Add \$2,000	Approved	\$5,047.11
10-53-545	(-\$5,751.05)	Add \$16,000	Approved	\$10,248.95
10-53-640	\$15,000	Decrease by \$15,000	Approved	\$0.00
10-53-648	\$11,957.00	Decrease by \$11,900	Approved	\$57.00
10-53-649	(-\$78,882.90)	Add \$60,000	Approved	(-\$18,882.90)
10-53-693	\$6,500	Decrease by \$6,500	Approved	\$0.00

With the passage of the budget modification, the new balances became effective.

3. The \$60,000 approved in Ordinance 17-28(i) cannot be used to substitute for the funds

denied in Ordinance 17-28(f). Administration does not have the authority or rights under Roberts Rules of Order to request any of the \$107,517 that was denied. To reinstate the \$107,517, a Motion to Reconsider would have to be brought by one of the four councilmen who voted on the prevailing side (denial of the budget modification). Unless that is done, the budget accurately represents the denial and the unratified over-expenditure. As the approved \$60,000 are spent, the negative balance in line 10-53-649 should continue to grow and will come closer to the negative figure which it should reflect per Ordinance 17-28(f).

4. The remaining \$289,170.76 in 10-53-501 (personnel) has been checked to ensure that it will suffice to cover salaries for the remainder of the fiscal year. It is impossible to tell for sure but it appears that even if the Union contract is finally ratified and the raises are able to be processed, that there are sufficient funds. While it is possible that by the end of the year the salary figures may be close due to an over-estimation of the Risk Manager's position and subsequent transfer of funds to the Administration's budget, it is unlikely given the fact that the Carmen Jackson, CPA contract is a time and materials budget that can be controlled and can be compared against the remaining expenses in the line item.
5. It is important to City Council to note that the calculations above are based on the last figures in the packet. They will not match the figures in this packet as since December employees have been paid and other expenses have been paid. However, if the figures above are taken to the figures in the current packet, the results will be the same: the line for professional services will remain overdrawn to properly reflect the denial of the request for funds to cover the over-expenditure.

CITY OF BETHEL AMENDED INFORMATION MEMERANDUM

Information Memorandum No	18-03		
Date Introduced:	March 13, 2018	Introduced by:	Peter Williams, City Manager
Amended Actions:			
Confirmed By:			

Title: Report to City Council, pursuant to BMC 4.20.180 that the City utilized an Emergency Procurement for a Lift Station Facility Failure.

Attachments: None

Department/Individual:	Initials:	Remarks:
Administration/Peter Williams		
Public Works/Bill Arnold		

Amount of Fiscal Impact:		Account Information:
	No fiscal impact at this time	
x	Funds in City Budget	51-86-669
	Funds not in City Budget	

Amended Summary Statement:

In late January of this year, the Public Works crew noticed a glycol leak. Because of ice and snow covering, the glycol leak was not immediately noticeable and took nearly a week to discover. Once discovered, the leak took two days to repair.

Due to the delay in discovering the leak, the main sewer main froze and the City Shop water line froze. Priority was placed on the sewer main since it serviced the public. Despite significant manpower, the sewer main took two weeks to repair.

Once the sewer main was repaired, the crew was redirected to the Public Works Shop. Two days into the repairs at the Public Works Shop, a significant problem occurred at the main lift station (2/08/18). This forced the crew to abandon repairs at the Public Works Shop and focus their resources solely on the lift station. By 2/10/18, the crew thought the problem had been resolved: the lift station was operational. However, on 2/12/18, the initial problem re-occurred. The subsequent check showed that the #2 pump was not turning on in auto. The crew was forced to call an electrician.

Normally the crew would have called Tec Pro, the contracted electrician. However, after consultation, the Public Works Director and City Manager directed the crew to call a local electrician: Sea Lion Corporation.

The decision not to use the contracted electrician and to instead utilize a local electrician was made pursuant to BMC 4.20.180(C). Had the City utilized the contracted electrician, the City would have been forced to wait several days or up to a week before the electrician could arrive to resolve the issue. Because the lift station services the public, and because the equipment failure was not foreseen and all internal repairs had already been attempted and failed, it was felt that action needed to be done quickly to restore services to the public.

Unfortunately the local electrician was unable to resolve the problem after spending nearly a full day on the issue. When it became apparent that the problem may not be resolved locally, the City did contact the contracted electrician, Tec Pro, and asked them to come resolve the issue. Tec Pro arrived a few days later and also spent nearly a full day on the issue. They were able to get one of the pumps working which meant services were restored. Unfortunately the second pump, the back-up pump, was unable to be restored. Parts have been ordered from California to repair the second pump. The parts have since arrived, and Tec Pro did return to fix the controls on the 2nd pump. However, there remains an issue with the third pump which is a seal fail and we need to pull this third pump from the lift station and send it for assessment to see if it can be repaired. If it is unable to be fixed, the cost to replace the motor will be approximately \$58,000.

Right now that lift station does work with 2 pumps. The 3rd pump is a back-up pump and should be repaired to avoid issues in the future.

New Business

Introduced by: City Manager Williams
Date: March 27, 2018
Public Hearing: April 10, 2018
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance #18-07

AN ORDINANCE AMENDING SECTION 13.16.150(A) OF THE BETHEL MUNICIPAL CODE, SOLID WASTE COLLECTION, TO AMEND THE COMMERCIAL DUMPSTER RATES AND ADDING A SIX-YARD DUMPSTER

NOW, BE IT ORDAINED, the City Council amends the Bethel Municipal Code, Section 13.16.150(A), Solid Waste Collection.

SECTION 1. Classification. This is a Codified ordinance and shall become part of the Bethel Municipal Code.

Section 2. Amendment. Bethel Municipal Code 13.16.150(A) is amended as followed, (old language is stricken, new language is underlined):

13.16.150 Solid waste collection

For the collection, removal and disposal of residential/nonresidential/commercial garbage, rubbish and waste materials within the city, the following charges shall be made:

A. Residential/churches/nonresidential use of communal dumpsters and dumpster rentals/commercial-scheduled rates:

1. Residential and church service:

Frequency of Service	Rate
Monthly flat rate	\$15.00

2. Nonresidential service without dumpster:

Frequency of Service	Rate
Monthly flat rate	\$67.00

3. ~~Commercial service~~ Dumpster rentals and hauls:

Introduced by: City Manager Williams
Date: March 27, 2018
Public Hearing: April 10, 2018
Action:
Vote:

Frequency of Service	Rate	
Four-yard dumpster	\$59.00/haul	<u>\$64.00/haul</u>
<u>Six-yard dumpster</u>		<u>\$71.00/haul</u>
Eight-yard dumpster	\$74.00/haul	<u>\$79.00/haul</u>
Commercial-monthly flat rate without dumpster	\$66.00	

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

ENACTED THIS ____ DAY OF _____ 2018, BY A VOTE OF __ IN FAVOR AND __ OPPOSED.

Richard Robb, Mayor

ATTEST:

Lori Strickler, City Clerk

Introduced by: Mayor Robb
Date: March 27, 2018
Action:
Vote:

CITY OF BETHEL

Resolution # 18-07

A RESOLUTION BY THE BETHEL CITY COUNCIL AUTHORIZING THE CITY COUNCIL'S INVOLVEMENT IN ASSOCIATION OF VILLAGE COUNCIL PRESIDENTS YUPIIT PICIRYARAIT MUSEUM ADVISORY COMMITTEE AND APPOINTMENT OF A COUNCIL MEMBER TO YUPIIT PICIRYARAIT MUSEUM ADVISORY COMMITTEE

WHEREAS, the Association of Village Council Presidents (AVCP) invited the City Council to join the Yupiit Piciryarait Museum Advisory Committee;

WHEREAS, AVCP instituted a Museum Sustainability Initiative and as part of that initiative AVCP is seeking participation from organizations that believe a viable regional museum in the Yukon-Kuskokwim Delta is an essential element in maintaining a showcasing our vibrant Native culture;

WHEREAS, one of the main responsibilities as a committee participant will be to attract and contribute funds to maintain a reasonable operating budget for the Yupiit Piciryarait Museum;

WHEREAS, the goal is to have a sustainable, financially-secure regional repository in Bethel that will house and preserve items showcasing the cultural heritage of the Yukon Kuskokwim Delta Region;

NOW, THEREFORE, BE IT RESOLVED the City of Bethel authorizes the City Council's involvement in the Association of Village Council Presidents Yupiit Piciryarait Museum Advisory Committee and authorizes the Appointment of a Council Member to the Yupiit Piciryarait Museum Advisory Committee.

ENACTED THIS 27th DAY OF MARCH 2018 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Richard Robb, Mayor

ATTEST:

Lori Strickler, City Clerk

Raymond Watson, Chairperson
Vivian Korhuis, CEO
Phone: (907) 543-7300
Fax: (907) 543-3369
Web: www.avcp.org

AVCP

Association of Village Council Presidents
Cultural & Environmental Sciences
Pouch 219, Bethel, AK 99559

The Voice of the Region



Akiachak
Akiak
Alakanuk
Andreafsky
Aniak
Atmaultluak
Bethel
Bill Moore's Sl.
Chefornak
Chevak
Chuathbaluk
Chuloonawick
Crooked Creek
Eek
Emmonak
Georgetown
Goodnews Bay
Hamilton
Hooper Bay
Lower Kalskag
Upper Kalskag
Kasigluk
Kipnuk
Kongiganak
Kotlik
Kwethluk
Kwigillingok
Lime Village
Marshall
Mekoryuk
Mtn. Village
Napaimiut
Napakiak
Napaskiak
Newtok
Nightmute
Nunakauyak
Nunam Iqua
Nunapitchuk
Ohogamiut
Oscarville
Paimiut
Pilot Station
Pitka's Point
Platinum
Quinhagak
Red Devil
Russian Mission
Scammon Bay
Sleetmute
St. Mary's
Stony River
Tuluksak
Tuntutuliak
Tununak
Umkiumiut

January 19, 2018

Hon. Richard Robb, Mayor
City of Bethel
PO Box 1388
300 State Highway
Bethel, AK 99559

RE: Yupiit Piciryarait Cultural Center and Regional Museum

Dear Mayor Robb:

On behalf of the Association of Village Council Presidents (AVCP), I would like to invite you to join the Yupiit Piciryarait Museum Advisory Committee, which we anticipate will ultimately become the "Founding Board of Directors" for a reorganized Yupiit Piciryarait Cultural Center (YPCC), including our regional museum. At the direction of the AVCP Executive Board, AVCP instituted a "Museum Sustainability Initiative" beginning in August 2017 to stabilize the museum both programmatically and financially. To accomplish this, we are seeking participation from organizations that believe a viable regional museum in the Yukon-Kuskokwim Delta is an essential element in maintaining and showcasing our vibrant Native culture. AVCP, the UAF Kuskokwim Campus, and the City of Bethel, among other local and regional organizations, share a vested interest in the museum's independence and future success. One of the main responsibilities as a committee member will be to attract and contribute funds to maintain a reasonable operating budget for the YPCC over the long term. A modest, sustainable annual operating budget is essential to allow KuC and AVCP staff to focus on leveraging other funding sources for exhibits, public programs, expanding collections space, fundraising, and enhancing public access to archival resources.

In consideration of your service on the committee, and subject to your acceptance and approval, you may ultimately choose to serve as a Founding Board of Directors member. As a committee member, you will assist in undertaking a historic transition for the museum. This transition is the potential independence of the museum from AVCP as part of the Yupiit Piciryarait Cultural Center administered by its own board of directors.

The ultimate goal is to have a sustainable, financially-secure regional repository in Bethel that will house and preserve the cultural patrimony of the Yukon Kuskokwim Delta region. This must include better access to these priceless resources for the public, researchers, students and especially Native elders and descendants who have strong cultural ties to this region and want that cultural heritage to be accessible to future generations.

Please let me know at your earliest convenience if you, or someone you recommend from your organization, would like to participate as a member of the Yupiit Piciryarait Museum Advisory Committee. We are hoping to be able to schedule a conference call among prospective members within the next two weeks, preferably before Friday, February 2. Please contact me directly at

907-543-7355, or by email at ssstreet@avcp.org if you have any questions or need additional information. Thank you so much for your time and consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steven R. Street". The signature is fluid and cursive, with the first name "Steven" and last name "Street" clearly distinguishable.

Steven R. Street, Director/Archaeologist
Dept. of Cultural & Environmental Sciences

City of Bethel Action Memorandum

Action memorandum No.	18-23		
Date action introduced:	March 27, 2018	Introduced by:	Peter Williams, City Manager
Date action taken:		Approved	Denied
Confirmed by:			

Action Title: Authorize City Administration to negotiate and execute a construction contract with Company X in the amount of \$1,389,850 to repair the existing sewer lagoon jetty.

Attachment(s): None.

Department/Individual:	Initials:	Remarks:
Administration / Peter Williams	<i>PW</i>	<i>Recommend</i>
Finance / Jim Chevigny		
Public Works / Bill Arnold	<i>BA</i>	<i>RECOMMENDS</i>

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	
\$1,389,850	Funds in USDA-RD Grant/Loan Budget.	42-50 / 64-50 / 64-51
	Requires funding in FY 2019 Budget.	

Summary Statement

The City of Bethel hired CH2M Engineer firm to prepare the design and construction bid documents, and serve as project manager for the Sewer Lagoon Jetty Repair project. CH2M prepared the construction bid documents, which were reviewed and approved by USDA-RD and the City of Bethel. Bid documents to hire a contractor to repair the jetty were issued on or about February 9, 2018 and two bid packages were received by the March 9, 2018 deadline.

A pre-bid conference was held at City Hall in Bethel on February 21, 2018. Three contractors attended the meeting and two expressed interest in preparing and submitting a bid package.

CH2M reviewed the two bid packages submitted and qualified the company with the lowest bid price. USDA-RD concurred with the selection. The following lump sum bid prices were received:

Company X \$1,389,850
 Company Y \$1,951,468

The City's three funding sources to pay for this contract are given in order of application:

1. State of Alaska Designated Legislative Grant (\$700,000)
2. USDA-RD Loan (\$913,000)
3. USDA-RD Grant (1,669,358)

This document has important legal consequences; consultation with an attorney is encouraged with respect to its use or modification. This document should be adapted to the particular circumstances of the contemplated Project and the controlling Laws and Regulations.

**AGREEMENT
BETWEEN OWNER AND CONTRACTOR FOR
CONSTRUCTION CONTRACT (STIPULATED PRICE)**

Prepared by



Issued and Published Jointly by



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www.asce.org

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4.03 *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):
1. Substantial Completion: Contractor shall pay Owner \$1,000 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified in Paragraph 4.02.A above for Substantial Completion until the Work is substantially complete.
 2. Completion of Remaining Work: After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$500 for each day that expires after such time until the Work is completed and ready for final payment.
 3. Liquidated damages for failing to timely attain Substantial Completion and final completion are not additive and will not be imposed concurrently.

4.04 [Deleted]

ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

- A. For all Work other than Unit Price Work, a lump sum of: \$1,389,850.

All specific cash allowances are included in the above price in accordance with Paragraph 13.02 of the General Conditions.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 5th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.
 - 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract.
 - a. 95 percent of Work completed (with the balance being retainage); and
 - b. 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion of the entire construction to be provided under Contract Documents, Owner shall pay an amount sufficient to increase total payments to Contractor to 98 percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less 100 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.

ARTICLE 7 – INTEREST

- 7.01 All amounts not paid when due shall bear interest at the rate of 8 percent per annum.

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:
 - A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
 - B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
 - D. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of

such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor's safety precautions and programs.

- E. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
- F. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- G. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- H. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- I. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 Contents

- A. The Contract Documents consist of the following:
 - 1. This Agreement (pages 1 to 7, inclusive).
 - 2. Performance Bond (pages 1 to 3, inclusive).
 - 3. Payment Bond (pages 1 to 3, inclusive).
 - 4. General Conditions (pages 1 to 65, inclusive).
 - 5. Supplementary Conditions (pages 1 to 18, inclusive).
 - 6. Specifications as listed in the table of contents of the Project Manual.
 - 7. Drawings (not attached but incorporated by reference) consisting of 6 sheets with each sheet bearing the following general title: Bethel Jetty Replacement
 - 8. Addenda (numbers 1 to 2, inclusive).
 - 9. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid (pages 1 to 4, inclusive).
 - 10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.

- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 Terms

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 Assignment of Contract

- A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 Successors and Assigns

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 Severability

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 Contractor's Certifications

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;

3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 *Other Provisions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or “track changes” (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on April 1, 2018 (which is the Effective Date of the Contract).

OWNER: CITY OF BETHEL

CONTRACTOR: [REDACTED]

By: Peter A. Williams

By: [REDACTED]

Title: City Manager

Title: President

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Attest: _____

Title: City Clerk

Title: _____

Address for giving notices:

Address for giving notices:

City of Bethel

Attn: City Manager's Office

PO Box 1388

Bethel AK 99559

License No.: _____

(where applicable)

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

NOTE TO USER: Use in those states or other jurisdictions where applicable or required.

City of Bethel Action Memorandum

Action memorandum No.	18-24		
Date action introduced:	March 27, 2018	Introduced by:	Peter Williams, City Manager
Date action taken:		Approved	Denied
Confirmed by:			

Action Title: Authorize and approve City Administration to issue checks to four Quarter 1 Community Action Grant awardees based on the Community Action Grant Committee's work on scoring applications and deciding how to divvy up the funds available.

Attachment(s): None.

Department/Individual:	Initials:	Remarks:
Administration / Peter Williams	<i>PW</i>	
Finance / Jim Chevigny	<i>JJC</i>	<i>Recommend</i>
Amount of fiscal impact:	Account information:	
	No fiscal impact at this time.	
\$28,300	Funds in City Budget.	10-72-760
	Requires funding in FY 2019 Budget.	

Summary Statement

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

The Committee accepted six applications during the open application period, February 16-23, 2018. One applicant later withdrew his application. Five applications were reviewed and scored. The Committee recommends fully funding three projects and partially funding the fourth. Funding recommendations in rank order appear below.

Applicant and Project Summary	Requested	Recommended Award
1. Friends of the Kuskokwim Consortium Library Funding Library Jesuit Volunteer Adult Service Coordinator	\$12,000	\$12,000
2. Bethel Search and Rescue Search costs: fuel, oil, parts, batteries, safety gear	\$10,000	\$10,000
3. YK Fitness Center Free Women's Self-Defense Workshop	\$1,300	\$1,300
4. Orutsararmuit Native Council Community Wellness Gathering & 18 bi-weekly mtgs.	\$36,595	\$5,000

City of Bethel Action Memorandum

Action memorandum No.	18-25		
Date action introduced:	March 27, 2018	Introduced by:	Mayor Robb
Date action taken:		<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:			

Action Title: Directing the City Manager to invite the Alaska Commercial Company to a meeting with Administration to discuss the concerns raised in Council’s Resolution 18-03 and Alaska Commercial Company’s plan to address those concerns.

Attachment(s): Resolution 18-03 and Resolution 18-01.

Department/Individual:	Initials:	Remarks:
City Attorney		
City Manager		

Amount of fiscal impact:		Account information:
X	No fiscal impact at this time.	

Summary Statement

On February 26, the Alaska Commercial Company (AC) submitted a written request for the Council to meet with them in a work session to formulate ideas that proactively address concerns regarding alcohol in Bethel and the surrounding communities.

The City Council recognizes the importance of collaborative efforts in addressing concerns on the impact of alcohol to Bethel and the Region, which is why in January the Council established an Alcohol Task Force through Resolution 18-01. The goal of the Task Force, consisting of community and regional organizations, is to collaboratively address problematic alcohol use both locally and in the surrounding area with the goal of finding a workable long-term solution. The City recognizes the importance of Alaska Commercial Company’s participation in this Task Force and will ensure their representative is informed of the meeting times and locations once those are identified.

Considering community/regional alcohol issues will be addressed collaboratively by the Task Force the Council in addition directs Administration to invite AC to a discussion about the issues identified in Resolution 18-03, A Resolution Protesting the Renewal of the AC Quickstop’s Package Store License. The issues addressed by Council in Resolution 18-03 were specific to AC and if AC is willing, then Administration is to meet with AC to determine if reasonable mitigation efforts can be developed.

Introduced by: Mayor Robb
Date: January 23, 2018
Action: Passed
Vote: 6-0

CITY OF BETHEL, ALASKA

Resolution # 18-01

A RESOLUTION BY THE BETHEL CITY COUNCIL FORMING A TASK FORCE TO PROVIDE ADVICE ON MITIGATION OF ALCOHOL PROBLEMS

WHEREAS, licensed Alcohol sales are legal in Bethel;

WHEREAS, our community and region has historically experienced problematic alcohol use by some people;

WHEREAS, finding long-term solutions to problematic alcohol use is a community goal among many people

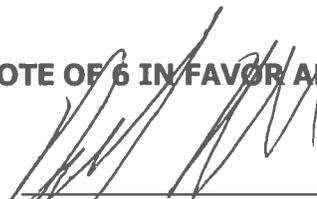
WHEREAS, problems include bootlegging, public inebriation, and crime;

NOW, THEREFORE, BE IT RESOLVED that the Bethel City Council will spearhead a task for with the specific aim of mitigating problems caused by alcohol misuse.

NOW, THEREFORE, BE IT FURTHER RESOLVED:

- The Task force will be chaired by the Mayor or his designee.
- All Bethel City Council members may participate in task force.
- The City of Bethel will invite community members, including but not limited to AVCP, Alaska State Troopers, Bethel Police, Alcohol Vendors, Tundra Women's Coalition, Bethel Search and Rescue and others to participate.
- The task force will meet at least monthly.
- The task force will dissolve one year after inception unless re-authorized by the Bethel City Council.
- The task force may make recommendations, but has no authority to dictate to the City of Bethel.
- Bethel City Council members will not make any binding commitments for the City of Bethel at this task force; any Council actions will need to be at a regular or special meeting.

ENACTED THIS 23rd DAY OF JANUARY 2018 BY A VOTE OF 6 IN FAVOR AND 0 OPPOSED.



Richard Robb, Mayor

ATTEST:


Lori Strickler, City Clerk

Introduced by: Council Member Albertson
Date: February 13, 2018
Action: Passed
Vote: 4-1

CITY OF BETHEL, ALASKA

Resolution # 18-03

CITY OF BETHEL PROTEST OF PACKAGE STORE LIQUOR LICENSE #5418 RENEWAL FOR AC QUICKSTOP, LOCATED AT 131 AKAKEEK ST., OWNED BY THE NORTH WEST COMPANY (INTERNATIONAL) INC.

- WHEREAS,** the North West Company submitted an application to the Alaska Alcohol and Marijuana Control Office (AMCO) to renew AC Quickstop Package Store License #5418, located at 131 Akakeek St., Bethel, Alaska 99559;
- WHEREAS,** AC Quickstop was issued the Package Store License on April 5, 2016 and began operation on May 3, 2016;
- WHEREAS,** the City Clerk received a copy of this renewal application on December 20, 2017 and has determined that the last day for the Council to file a protest is February 18, 2018;
- WHEREAS,** City of Bethel Administration submitted a report to the Bethel City Council on January 9, 2018 with the following findings:
- Excessive calls for service in and around AC Quickstop,
 - The location does not comply with the City's Conditional Use Permitting Standards;
- WHEREAS,** after a review of all relevant information, the Council finds that the renewal of Package Store License 5418, AC Quickstop, Located at 131 Akakeek St. would not be in the best interest of the public and asks the Alcohol Beverage Control Board to deny the renewal;
- WHEREAS,** the community of Bethel is facing an outstanding rate of increase in emergency calls and social service needs since AC Quickstop initiated their sales of alcohol in the community;
- WHEREAS,** the Police Department's total calls for service in the community have increase from 17,052 in 2015, to 17,705 in 2016 and 20,634 in 2017, this represents a total increase of 21% between 2015 and 2017;
- WHEREAS,** the Fire Department's Emergency Medical Services total calls for service in the community have increase from 1,172 in 2015, to 1,335 in 2016 and 1,734 in 2017, this represents a total increase of 48% between 2015 and 2017;

Introduced by: Council Member Albertson
Date: February 13, 2018
Action: Passed
Vote: 4-1

- WHEREAS,** the increases are not limited to the City's emergency response team, the Yukon Kuskokwim Health Corporation presented statistics on the Hospital's Sobering Center, which faced a 32% increase in their encounters over the previous year;
- WHEREAS,** specific to the Northwest Company, the City's administrative report details the increased number of calls in the area of AC Quickstop as well as the other property owned and operated by Northwest Company: AC Main Store;
- WHEREAS,** the overall call volume at these two properties has spiked to exorbitant levels clearly showing a significant lack of control and oversight at the properties;
- WHEREAS,** the calls for intoxicated pedestrians at AC Quickstop totaled 51 for 2015, 85 in 2016 and 147 in 2017, this represents a total increase of 188% between 2015 and 2017;
- WHEREAS,** the excessive calls for service extend to the Northwest Company's other store, the AC Main store located .6 miles from AC Quickstop at 135 Ridgcrest Dr.,
- WHEREAS,** the calls for service for intoxicated pedestrians at the AC Main store totaled 211 in 2015, 419 for 2016 and 967 for 2017, this represents a total increase of 358% between 2015 and 2017;
- WHEREAS,** the call volume at these two locations demonstrates a negligence of the business owner, Northwest Company at ensuring public safety is maintained at their places of business;
- WHEREAS,** in addition to the excessive calls for service, the Council finds the location of this package store to be a significant public safety concern;
- WHEREAS,** AC Quickstop was issued a package store license prior to the City's finalization of the Conditional Use Permitting (CUP) process;
- WHEREAS,** had the applicant been required to obtain a CUP for the Akakeek location, the applicant would have had to convince the Planning Commission that the operation of a package store would be conducive to the neighborhood;

Introduced by: Council Member Albertson
Date: February 13, 2018
Action: Passed
Vote: 4-1

- WHEREAS,** AC Quickstop is located in a neighborhood commonly referred to as ASHA Housing (Alaska State Housing Authority) a subdivision primarily made up of Alaska Housing Finance Corporation (AHFC), State subsidized housing;
- WHEREAS,** a high school, two elementary schools, a preschool and playgrounds are adjacent to the ASHA Subdivision, just a five minute walk from the store;
- WHEREAS,** the City Council believes Alaska Statutes 04.11.365 Licensed premises in multi-unit residential housing development owned or financed by the Alaska Housing Finance Corporation, has legislative intent which is not being acknowledged with the continued operation of this package store license;
- WHEREAS,** AS 04.11.365 states:
"for premises located in a multi-unit residential housing development owned or financed by the Alaska Housing Finance Corporation, the board may... renew a license under AS 04.11.330, ...if the Alaska Housing Finance Corporation authorizes the use under AS 18.56.340...";
- WHEREAS,** there are 200 homes in the ASHA Subdivision, 121 of those are owned by AHFC and are within a quarter mile of the liquor store, of the five homes directly adjacent to AC Quickstop, four are owned by AHFC;
- WHEREAS,** if the effects of alcohol sales in a housing development owned or financed by AHFC were a concern enough for the legislature to establish this legislation, it has to be assumed that the location of this package store is not meeting the intent of the regulation;
- WHEREAS,** if the Planning Commission determined the location is conducive to the neighborhood, the property would have had to undergo a number of improvements before it would be considered compliant with the City's Conditional Use Standards;
- WHEREAS,** the Planning Director identified concerns with the adequacy of parking, ingress and egress to the property, the traffic impacts due to the inadequacy of the parking as well as the accessibility for fire as being the highest areas of concern;
- WHEREAS,** in the absence of the Conditional Use Permitting process, the Council must evaluate the effects of this license on the surrounding neighborhood and

Introduced by: Council Member Albertson
Date: February 13, 2018
Action: Passed
Vote: 4-1

ensure the health safety and welfare of the area and the citizens are protected;

NOW, THEREFORE, BE IT RESOLVED with the information provided and all relevant facts considered the Council finds the location of the AC Quickstop to be a public safety concern and implores the Alcohol Beverage Control Board not renew the AC Quickstop Package Store License at the current location.

ENACTED THIS 13 DAY OF FEBRUARY 2018 BY A VOTE OF 4 IN FAVOR AND 1 OPPOSED.

ATTEST: 
Lori Strickler, City Clerk


Fred Watson, Vice-Mayor

City of Bethel Action Memorandum

Action memorandum No.	18-26		
Date action introduced:	March 27, 2018	Introduced by:	City Manager Peter Williams
Date action taken:		<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:			

Action Title: Authorizing the City Manager to negotiate and execute a lease agreement with Community Leasing Partners for a 15 year lease to own agreement to purchase the Hughes Ladder Truck approved during the March 13, 2018 City Council Meeting.

Attachment(s): Sample Lease Document

Department/Individual:	Initials:	Remarks:
City Attorney	PB	Reviewed
City Manager		
Finance Director		

Amount of fiscal impact:		Account information:
Approximately \$1,157,840	Approximate Total after financing	10-16300

Summary Statement

At the March 13, 2018 City Council meeting, the City Council approved the purchase of a ladder truck for the Fire Department via lease-to-own purchase agreement with Community First National Bank (also called Community Leasing Partners).

At that time the Lease-to-Own documents were not yet completed thus they were unable to be placed before the council. Before the City can carry out the purchase of the ladder truck, it must ensure that it will be able to pay for the truck. Because the funds were approved over a 15-year timespan, Administration needs to ensure that method of payment is properly before the City Council.

The City Administration is requesting approval to negotiate and enter into a lease-to-own agreement for the financing of the ladder truck for the Fire Department. A copy of the Agreement to be utilized is attached to this AM.

MASTER EQUIPMENT LEASE PURCHASE AGREEMENT

LESSEE: <Legal Name of Lessee>

This Master Equipment Lease Purchase Agreement, including all exhibits and schedules hereto whether currently in existence or hereafter executed (the "Agreement"), dated as of <CommencementDate>, and entered into between Community First National Bank 215 S. Seth Child Rd, Manhattan, KS 66502 ("Lessor"), and <Legal Name of Lessee>, <Business Line 1>, <Business Line 2>, <Business City>, <Business State> <Business Postal Code> a body corporate and politic duly organized and existing under the laws of the State of <State Alpha> ("Lessee");

RECITALS

WHEREAS, Lessee desires to lease from Lessor certain equipment described in the schedules to this Agreement, substantially in the form of Exhibit A hereto, that are executed from time to time by the parties hereto (such schedules are hereby incorporated herein and are hereinafter collectively referred to as the "Schedules", and the items of equipment leased to Lessee hereunder, together with all substitutions, proceeds, replacement parts, repairs, additions, attachments, accessories and replacements thereto, thereof or therefore, are hereinafter collectively referred to as the "Equipment") subject to the terms and conditions of and for the purposes set forth in this Agreement.

WHEREAS, the relationship between the parties shall be a continuing one and items of equipment may be added to or deleted from the Equipment from time to time by execution of additional Schedules by the parties hereto and as otherwise provided herein.

WHEREAS, Lessee is authorized under the constitution and laws of the State to enter into this Agreement for the purposes set forth herein.

NOW, THEREFORE, for and in consideration of the premises hereinafter contained, the parties hereby agree as follows:

ARTICLE I. REPRESENTATIONS, WARRANTIES AND COVENANTS OF LESSEE

Section 1.01. Lessee represents, covenants and warrants, for the benefit of Lessor and its assignees, as follows:

- (a) Lessee is a public body, corporate and politic, duly organized and existing under the Constitution and laws of the State.
- (b) Lessee will do or cause to be done all things necessary to preserve and keep in full force and affect its existence as a body corporate and politic. Lessee is a political subdivision of the State within the meaning of Section 103(a) of the Code or a constituted authority authorized to issue obligations on behalf of a state or local governmental unit within the meaning of the regulations promulgated pursuant to said Section of the Code.
- (c) Lessee has full power and authority under the Constitution and laws of the State to enter into this Agreement and the transactions contemplated hereby, and to perform all of its obligations hereunder.
- (d) Lessee has duly authorized the execution and delivery of this Agreement by proper action by its governing body at a meeting duly called, regularly convened and attended throughout by the requisite majority of the members thereof, or by other appropriate official approval, and all requirements have been met and procedures have occurred in order to ensure the enforceability of this Agreement.
- (e) Lessee has complied or will comply with such public bidding requirements as may be applicable to this Agreement and the acquisition by Lessee of the Equipment.
- (f) During the Lease Term, the Equipment will be used by Lessee only for the purpose of performing one or more essential governmental or proprietary functions of Lessee consistent with the permissible scope of Lessee's authority and will not be used in a trade or business of any person or entity other than Lessee.
- (g) During the Lease Term, Lessee will annually provide Lessor with current financial statements, budgets, proof of appropriation for the ensuing fiscal year and such other financial information relating to the ability of Lessee to continue this Agreement as may be reasonably requested by Lessor.
- (h) The Equipment will have a useful life in the hands of Lessee that is substantially in excess of the Original Term and all Renewal Terms.
- (i) The Equipment is, and during the Lease Term will remain personal property and when subjected to use by the Lessee, will not be or become fixtures.
- (j) The Equipment is essential to the function of the Lessee and the services provided to its citizens, and will be used throughout the period that this Agreement is in force for the purpose of performing one or more governmental or proprietary functions consistent with the permissible scope of its authority.
- (k) During the term of this Agreement, Lessee will not dispose of or sell any part of the Equipment.
- (l) Lessee has not terminated a lease, rental agreement, installment purchase contract, or any other such agreement in the past five (5) years as a result of insufficient funds being appropriated for payments due under such an agreement.
- (m) This Agreement constitutes the legal, valid and binding obligation of Lessee enforceable in accordance with its terms, except to the extent limited by applicable bankruptcy, insolvency, reorganization or other laws affecting creditors' rights generally.
- (n) No event or condition that constitutes, or with the giving of notice or the lapse of time or both would constitute, an Event of Default exists at the date hereof.
- (o) Lessee has, in accordance with the requirements of law, fully budgeted and appropriated sufficient funds for the current fiscal year to make the Rental Payments scheduled to come due during the current fiscal year and to meet its other obligations under this Agreement for the current fiscal year, and such funds have not been expended for other purposes.
- (p) There is no action, suit, proceeding, inquiry or investigation, at law or in equity, before or by any court, public board or body, pending or threatened against or affecting Lessee, nor to the best knowledge of Lessee is there any basis therefore, wherein an unfavorable decision, ruling or finding would materially adversely affect the transactions contemplated by this Agreement or any other document, agreement or certificate which is used or contemplated for use in the consummation of the transactions contemplated by this Agreement or materially adversely affect the financial condition or properties of Lessee.
- (q) All authorizations, consents and approvals of governmental bodies or agencies required in connection with the execution and delivery by Lessee of this Agreement or in connection with the carrying out by Lessee of its obligations hereunder have been obtained.
- (r) The entering into and performance of this Agreement or any other document or agreement contemplated hereby to which Lessee is or is to be a party will not violate any judgment, order, law or regulation applicable to Lessee or result in any breach of, or constitute a default under, or result in the creation of any lien, charge, security interest or other encumbrance on any assets of Lessee or the Equipment pursuant to any indenture, mortgage, deed of trust, bank loan or credit agreement or other instrument to which Lessee is a party or by which it or its assets may be bound, except as herein provided.

ARTICLE II. DEFINITIONS

Section 2.01. The following terms will have the meanings indicated below unless the context clearly requires otherwise:

"Agreement" means this Master Equipment Lease Purchase Agreement, including the Schedules and any other schedule, exhibit or escrow agreement made a part hereof by the parties hereto, whether currently in existence or hereafter executed, as the same may be supplemented or amended from time to time in accordance with the terms hereof.

"Code" means the Internal Revenue Code of 1986, as amended, and the United States Treasury Regulations in effect thereunder.

"Commencement Date" means, with respect to any Schedule, the date when the Lease Term of this Agreement with respect to that Schedule and Lessee's obligation to pay rent under that Schedule commence, which date will be the earlier of (i) the date of the Agreement, or (ii) the date on which sufficient moneys to purchase the Equipment are deposited for that purpose with an Escrow Agent.

"Equipment" means the property described in the Schedules and all replacements, substitutions, repairs, restorations, modifications, attachments, accessions, additions and improvements thereof or thereto. Whenever reference is made in this Agreement to Equipment listed in a Schedule, that reference shall be deemed to include all replacements, repairs, restorations, modifications and improvements of or to that Equipment.

"Event of Default" means, with respect to any Lease, an Event of Default described in Section 10.01.

"Escrow Agreement" means, with respect to a given Schedule, an escrow agreement in form and substance satisfactory to Lessor, between Lessee, Lessor and an escrow agent relating to the acquisition fund created thereunder.

"Lease" means, at any time, (i) if none of Lessor's interest in, to and under any Schedule has been assigned pursuant to Section 9.01, or if all of Lessor's interest in, to and under this Agreement and all Schedules have been assigned to the same assignee without any reassignment, this Agreement, or (ii) if Lessor's interest in, to and under any Schedule or Schedules has been assigned or reassigned pursuant to Section 9.01, all Schedules that have the same Lessor and this Agreement as it relates to those Schedules and the Equipment listed therein, which shall constitute a separate single lease relating to that Equipment.

"Lease Term" means, with respect to any Lease, the Original Term and all Renewal Terms of that Lease.

"Lessee" means the entity which is described in the first paragraph of this Agreement, its successors and assigns.

"Lessor" means, with respect to each Schedule and the Lease of which that Schedule is a part, (i) if Lessor's interest in, to and under that Schedule has not been assigned pursuant to Section 9.01, the entity described as such in the first paragraph of this Agreement or its successor, or (ii) if Lessor's interest in, to and under that Schedule has been assigned pursuant to Section 9.01, the assignee thereof or its successor.

"Net Proceeds" means the amount remaining from the gross proceeds of any insurance claim or condemnation award after deducting all expenses (including attorneys' fees) incurred in the collection of such claim or award.

"Original Term" means, with respect to any Lease, the period from the first Commencement Date for any Schedule under that Lease until the end of the fiscal year of Lessee in effect at that Commencement Date.

"Purchase Option Price" means, with respect to the Equipment listed on any Schedule, the amount set forth in that Schedule as the Purchase Option Price for that Equipment.

"Renewal Terms" means, with respect to any Lease, the automatic renewal terms of that Lease, as provided for in Article III of this Agreement, each having a duration of one year and a term co-extensive with the Lessee's fiscal year except the last of such automatic renewal terms which shall end on the due date of the last Rental Payment set forth in the Schedule.

"Rental Payments" means the basic rental payments payable by Lessee pursuant to Section 4.02.

"State" means the state in which Lessee is located.

"Vendor" means the manufacturer of the Equipment as well as the agents or dealers of the manufacturer from whom Lessor purchased or is purchasing the Equipment.

ARTICLE III. LEASE TERM

Section 3.01. Lease of Equipment. Lessor hereby demises, leases and lets to Lessee, and Lessee rents, leases and hires from Lessor, the Equipment listed in each Schedule in accordance with this Agreement and that Schedule for the Lease Term for the Lease of which that Schedule is a part. The Lease Term for each Lease may be continued at the end of the Original Term or any Renewal Term for an additional Renewal Term; provided, however, that at the end of the Original Term and at the end of each Renewal Term, Lessee shall be deemed to have continued that Lease for the next Renewal Term unless Lessee shall have terminated that Lease pursuant to **Section 4.05** or **Section 5.04**. The terms and conditions during any Renewal Term shall be the same as the terms and conditions during the Original Term, except that the Rental Payments shall be as provided in the Schedules. Lessor hereby covenants to provide Lessee during the Lease Term with quiet use and enjoyment of the Equipment, and Lessee shall during the Lease Term peaceably and quietly have and hold and enjoy the Equipment, without suit, trouble or hindrance from Lessor, except as expressly set forth in this Agreement.

Section 3.02. Continuation of Lease Term. Lessee currently intends, subject to **Section 4.05**, to continue the Lease Term for each Lease through the Original Term and all of the Renewal Terms and to pay the Rental Payments hereunder. Lessee reasonably believes that legally available funds in an amount sufficient to make all Rental Payments during the Lease Term for each Lease can be obtained. The responsible financial officer of Lessee shall do all things lawfully within his or her power to obtain and maintain funds from which the Rental Payments may be made, including making provision for the Rental Payments to the extent necessary in each proposed annual budget submitted for approval in accordance with applicable procedures of Lessee and to exhaust all available reviews and appeals in the event such portion of the budget is not approved. Notwithstanding the foregoing, the decision whether or not to budget or appropriate funds or to extend a Lease for any Renewal Term is solely within the discretion of the then current governing body of Lessee.

Section 3.03. Return of Equipment on Termination. Upon expiration or earlier termination of any Schedule under any provision of this Agreement at a time when Lessee does not exercise its option to purchase the Equipment described in that Schedule under the provisions of this Agreement, Lessee shall deliver, at Lessee's expense, the Equipment described in that Schedule to Lessor in the same condition as existed at the Commencement Date, ordinary wear and tear expected, packaged or otherwise prepared in a manner suitable by shipment by truck or rail common carrier at a location specified by Lessor.

Section 3.04. Conditions to Lessor's Performance under Schedules. As a prerequisite to the performance by Lessor of any of its obligations pursuant to the execution and delivery of any Schedule, Lessee shall deliver to Lessor the following:

- (a) A Lessee Resolution executed by the Clerk or Secretary or other comparable officer of Lessee, in substantially the form attached hereto as Exhibit B, completed to the satisfaction of Lessor;
- (b) An Opinion of Counsel to Lessee in substantially the form attached hereto as Exhibit C respecting such Schedule and otherwise satisfactory to Lessor;
- (c) All documents, including financing statements, affidavits, notices and similar instruments, in form satisfactory to Lessor, which Lessor deems necessary or appropriate at that time;
- (d) Such other items, if any, as are set forth in such Schedule or are reasonably required by Lessor.

This Agreement is not a commitment by Lessor to enter into any Schedule not currently in existence, and nothing in this Agreement shall be construed to impose any obligation upon Lessor to enter into any proposed Schedule, it being understood that whether Lessor enters into any proposed Schedule shall be a decision solely within Lessor's discretion.

Lessee will cooperate with Lessor in Lessor's review of any proposed Schedule. Without limiting the foregoing, Lessee will provide Lessor with any documentation or information Lessor may request in connection with Lessor's review of any proposed Schedule. Such documentation may include, without limitation, documentation concerning the Equipment and its contemplated use and location and documentation or information concerning the financial status of Lessee and other matters related to Lessee.

ARTICLE IV. RENTAL PAYMENTS

Section 4.01. Rental Payments to Constitute a Current Expense of Lessee. Lessor and Lessee understand and intend that the obligation of Lessee to pay Rental Payments hereunder shall constitute a current expense of Lessee and shall not in any way be construed to be a debt of Lessee in contravention of any applicable constitutional or statutory limitations or requirements concerning the creation of indebtedness by Lessee, nor shall anything contained herein constitute a pledge of the general tax revenues, funds or monies of Lessee.

Section 4.02. Payment of Rental Payments. Lessee shall pay Rental Payments, from any and all legally available funds, in lawful money of the United States of America, exclusively to Lessor or, in the event of assignment by Lessor, to its assignee, in the amounts and on the dates set forth in each

Schedule. Rental Payments shall be in consideration for Lessee's use of the Equipment during the applicable year in which such payments are due. The Rental Payments will be payable without notice or demand at the office of Lessor (or such other place as Lessor may from time to time designate in writing). If any Rental Payment or other sum payable under any Schedule is not paid when due, Lessee shall pay to Lessor accrued interest on such delinquent amount from the date due thereof until paid at the lesser of 18% or the maximum rate allowed by law. In the event that it is determined that any of the interest components of Rental Payments may not be excluded from gross income for purposes of federal income taxation, Lessee agrees to pay to Lessor promptly after any such determination and on the date of each Rental Payment thereafter an additional amount determined by Lessor to compensate Lessor for the loss of such excludability (including without limitation, compensation relating to interest expense, penalties or additions to tax), which determination shall be conclusive absent manifest error.

Section 4.03. Interest and Principal Components. A portion of each Rental Payment is paid as, and represents payment of, interest, and the balance of each Rental Payment is paid as, and represents payment of, principal. Each Schedule will set forth the interest component and the principal component of each Rental Payment during the Lease Term.

Section 4.04. Rental Payments to be Unconditional. The obligations of Lessee to make payment of the Rental Payments required under this Article IV and other sections hereof, and to perform and observe the covenants and agreements contained herein, shall be absolute and unconditional in all events, except as expressly provided under this Agreement. Notwithstanding any dispute between Lessee and Lessor, any Vendor or any other dispute between Lessee and Lessor, any Vendor or any other person, Lessee shall make all payments of Rental Payments when due and shall not withhold any Rental Payments pending final resolution of such dispute, nor shall Lessee assert any right of set-off or counterclaim against its obligation to make such payments required under this Agreement. Lessee's obligation to make Rental Payments during the Original Term or the then-current Renewal Term for each Schedule shall not be abated through accident or unforeseen circumstances.

Section 4.05. Non appropriation. Lessee is obligated only to pay such Rental Payments under this Agreement (and any additional amounts due hereunder, if applicable) as may lawfully be made from funds budgeted and appropriated for that purpose during Lessee's then current fiscal year. Should Lessee fail to budget, appropriate or otherwise make available funds to pay Rental Payments under a Lease following the then current Original Term or Renewal Term, that Lease shall be deemed terminated at the end of the then current Original Term or Renewal Term. Lessee agrees to deliver written notice to Lessor of such termination at least 60 days prior to the end of the then current Original Term or Renewal Term, but failure to give such written notice shall not extend the term beyond such Original Term or Renewal Term.

ARTICLE V. TITLE TO EQUIPMENT; SECURITY INTEREST; OPTION TO PURCHASE

Section 5.01. Title to the Equipment. Upon acceptance of the Equipment by Lessee, title to the Equipment and any and all additions, repairs, replacements or modifications shall vest in Lessee, subject to the rights of Lessor under this Agreement; provided that title to the Equipment that is subject to any Lease shall thereafter immediately and without any action by Lessee vest in Lessor, and Lessee shall immediately surrender possession of that Equipment to Lessor, upon (a) any termination of that Lease other than termination pursuant to Section 5.04, or (b) the occurrence of an Event of Default with respect to that Lease. It is the intent of the parties hereto that any transfer of title to Lessor pursuant to this Section shall occur automatically without the necessity of any bill of sale, certificate of title or other instrument of conveyance. Lessee shall, nevertheless, execute and deliver any such instruments as Lessor may request to evidence such transfer.

Section 5.02. Security Interest. To secure the payment of all Lessee's obligations under this Agreement, Lessee grants to Lessor a security interest constituting a first lien on (i) the Equipment and on all additions, attachments, accessions, that are considered to be an integral part of the equipment, and substitutions thereto, and on any proceeds there from, and (ii) the acquisition fund established under any Escrow Agreement entered into in connection therewith. Lessee agrees to execute such additional documents, in form satisfactory to Lessor, which Lessor deems necessary or appropriate to establish and maintain its security interest in the Equipment. Lessee hereby authorizes the filing of financing statements under the Uniform Commercial Code in connection with the security interest granted hereunder.

Section 5.03. Personal Property. Lessor and Lessee agree that the Equipment is and will remain personal property and will not be deemed to be affixed to or a part of the real estate on which it may be situated, notwithstanding that the Equipment or any part thereof may be or hereafter become in any manner physically affixed or attached to real estate or any building thereon. Upon the request of Lessor, Lessee will, at Lessee's expense, furnish a waiver of any interest in the Equipment from any party having an interest in any such real estate or building.

Section 5.04. Option to Purchase. Lessee shall have the option to purchase Lessor's interest in all (but not less than all) of the Equipment described in any Schedule, upon giving written notice to Lessor at least 60 (but not more than 180) days before the date of purchase, at the following times and upon the following terms:

- (a) On the date of the last Rental Payment set forth in that Schedule (assuming this Agreement is renewed at the end of the Original Term and each Renewal Term), if the Agreement is still in effect on such day, upon payment in full to Lessor of the Rental Payments and all other amounts then due under that Schedule plus One Dollar;
- (b) On the last day of the Original Term or any Renewal Term then in effect, upon payment in full to Lessor of the Rental Payments and all other amounts then due under that Schedule plus the then applicable Purchase Option Price set forth in that Schedule; or
- (c) In the event of substantial damage to or destruction or condemnation of substantially all of the Equipment listed in that Schedule on the day specified in Lessee's written notice to Lessor of its exercise of the purchase option upon payment in full to Lessor of the Rental Payments and all other amounts then due under that Schedule, including, without limitation, interest accrued to the date of payment, plus the then applicable Purchase Option Price set forth in that Schedule.

ARTICLE VI. DELIVERY, MAINTENANCE; MODIFICATION; TAXES; INSURANCE AND OTHER CHARGES

Section 6.01. Delivery, Installation and Acceptance of Equipment. Lessee shall order the Equipment, cause the Equipment to be delivered and installed at the locations specified in the Schedules and pay any and all delivery and installation costs in connection therewith. When the Equipment listed in any Schedule has been delivered and installed, Lessee shall immediately accept such Equipment and evidence said acceptance by executing and delivering to Lessor an Acceptance Certificate in the form attached hereto as Exhibit D.

Section 6.02. Location; Inspection. Once installed, no item of the Equipment will be moved from the location specified for it in the Schedule on which that item is listed without Lessor's consent, which consent shall not be unreasonably withheld. Lessor shall have the right at all reasonable times during regular business hours to enter into and upon the property of Lessee for the purpose of inspecting the Equipment.

Section 6.03. Maintenance of Equipment by Lessee. Lessee agrees that at all times during the Lease Term Lessee will, at Lessee's own cost and expense, maintain, preserve and keep the Equipment in good repair, working order and condition, and that Lessee will from time to time make or cause to be made all necessary and proper repairs, replacements and renewals. Lessor shall have no responsibility in any of these matters, or for the making of improvements or additions to the Equipment. Lessee shall not make material modifications to the Equipment without the prior consent of Lessor.

Section 6.04. Liens, Taxes, Other Governmental Charges and Utility Charges. Lessee shall keep the Equipment free of all liens, charges and encumbrances except those created by this Agreement. The parties to this Agreement contemplate that the Equipment will be used for a governmental or proprietary purpose of Lessee and, therefore, that the Equipment will be exempt from all taxes presently assessed and levied with respect to personal property. In the event that the use, possession or acquisition of the Equipment is found to be subject to taxation in any form (except for income taxes of Lessor), Lessee will pay, as the same respectively come due, all taxes and governmental charges of any kind whatsoever that may at any time be lawfully assessed or levied against or with respect to the Equipment and any equipment or other property acquired by Lessee in substitution for, as a renewal or replacement of, or a modification, improvement or addition to the Equipment, as well as all gas, water, steam, electricity, heat, power, telephone, utility and other charges incurred in the operation, maintenance, use, occupancy and upkeep of the Equipment; provided that, with respect to any governmental charges that may lawfully be paid in installments over a period of years, Lessee shall be obligated to pay only such installments as have accrued during the Lease Term. Lessee will take no action that will cause the interest portion of any Rental payment to become includable in gross income of the recipient for purposes of federal income taxation under the Code, and Lessee will take, and will cause its officers, employees and agents to take, all affirmative action legally within its power to prevent such interest from being includable in gross income for purposes of federal income taxation⁹⁰ under the

Code. Lessee acknowledges that Lessor's yield with respect to this Agreement is dependent upon the interest component of each Rental Payment being excluded from Lessor's income pursuant to the Code.

Section 6.05. Provisions Regarding Insurance. At its own expense, Lessee shall maintain (a) casualty insurance insuring the Equipment against loss or damage by fire and all other risks covered by the standard extended coverage endorsement then in use in the State, and any other risks reasonably required by Lessor, in an amount at least equal to the replacement cost of the Equipment, (b) liability insurance that protects Lessor from liability in all events in form and amount satisfactory to Lessor and (c) workers' compensation coverage as required by the laws of the State; provided that, with Lessor's prior written consent, Lessee may self-insure against the risks described in clauses (a) and (b); provided further that, if Lessor provides such consent Lessee shall provide to Lessor information with respect to such self-insurance program as Lessor may request from time to time. All insurance proceeds from casualty losses shall be payable as hereinafter provided. Lessee shall furnish to Lessor certificates evidencing such coverage throughout the Lease Term. All such casualty and liability insurance shall be with insurers that are acceptable to Lessor, shall name Lessor as a loss payee and an additional insured, respectively, and shall contain a provision to the effect that such insurance shall not be canceled or modified materially without first giving written notice thereof to Lessor at least 30 days in advance of such cancellation or modification. All such casualty insurance shall contain a provision making any losses payable to Lessee and Lessor as their respective interests may appear.

Section 6.06. Advances. In the event Lessee shall fail to maintain the full insurance coverage required by this Agreement or shall fail to keep the Equipment in good repair and operating condition, Lessor may (but shall be under no obligation to) purchase the required insurance and pay the premiums on the same or may make such repairs or replacements as are necessary and provide for payment thereof; and all amounts so advanced therefore by Lessor shall constitute additional rent for the then-current Original Term or Renewal Term, and Lessee covenants and agrees to pay such amounts so advanced by Lessor with interest thereon from the date advanced until paid at the rate of 18% per annum or the maximum interest rate permitted by law, whichever is less.

ARTICLE VII. DAMAGE, DESTRUCTION AND CONDEMNATION: USE OF NET PROCEEDS

Section 7.01. Risk of Loss. Lessee is responsible for the entire risk of loss of or damage or destruction to the Equipment. No such loss, damage or destruction shall relieve Lessee of any obligation under this Agreement or any Lease.

Section 7.02. Damage, Destruction and Condemnation. If (a) the Equipment listed on any Schedule or any portion thereof is destroyed, in whole or in part, or is damaged by fire or other casualty or (b) title to, or the temporary use of, the Equipment or any part thereof shall be taken under the exercise of the power of eminent domain by any governmental body or by any person, firm or corporation acting pursuant to governmental authority, Lessee and Lessor will cause the Net Proceeds of any insurance claim or condemnation award to be applied to the prompt replacement, repair, restoration, modification or improvement of that Equipment, unless Lessee shall have exercised its option to purchase that Equipment pursuant to Section 5.04. Any balance of the Net Proceeds remaining after such work has been completed shall be paid to Lessee.

Section 7.03. Insufficiency of Net Proceeds. If the Net Proceeds are insufficient to pay in full the cost of any replacement, repair, restoration, modification or improvement referred to in Section 7.02, Lessee shall either complete such replacement, repair, restoration, modification or improvement and pay any costs thereof in excess of the amount of the Net Proceeds, unless Lessee, pursuant to Section 5.04, purchases Lessor's interest in the Equipment destroyed, damaged or taken and any other Equipment listed in the same Schedule. The amount of the Net Proceeds, if any, remaining after completing such repair, restoration, modification or improvement or after purchasing Lessor's interest in the Equipment shall be retained by Lessee. If Lessee shall make any payments pursuant to this Section, Lessee shall not be entitled to any reimbursement therefore from Lessor nor shall Lessee be entitled to any diminution of the amounts payable under Article IV.

ARTICLE VIII. DISCLAIMER OF WARRANTIES: VENDOR'S WARRANTIES: USE OF THE EQUIPMENT

Section 8.01. Disclaimer of Warranties. LESSEE HAS SELECTED THE EQUIPMENT AND THE VENDORS. LESSOR MAKES NO WARRANTY OR REPRESENTATION, EITHER EXPRESS OR IMPLIED, AS TO THE VALUE, DESIGN, CONDITION, MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE OR FITNESS FOR USE OF THE EQUIPMENT, OR WARRANTY OR REPRESENTATION WITH RESPECT THERETO. In no event shall Lessor be liable for an incidental, indirect, special or consequential damage in connection with or arising out of this Agreement or the existence, furnishing, functioning or Lessee's use of any item or products or service provided for in this Agreement.

Section 8.02. Vendor's Warranties. Lessor hereby irrevocably appoints Lessee its agent and attorney-in-fact during the Lease Term, so long as Lessee shall not be in default hereunder, to assert from time to time whatever claims and rights, including warranties of the Equipment, which Lessor may have against the Vendor of the Equipment. Lessee's sole remedy for the breach of such warranty, indemnification or representation shall be against the Vendor of the Equipment, and not against Lessor, nor shall such matter have any effect, whatsoever on the rights and obligations of Lessor with respect to this Agreement, including the right to receive full and timely payments hereunder. Lessee expressly acknowledges that Lessor makes, and has made no representation or warranties whatsoever as to the existence or availability of such warranties of the Vendor of the Equipment.

Section 8.03. Use of the Equipment. Lessee will not install, use, operate or maintain the Equipment improperly, carelessly, in violation of any applicable law or in a manner contrary to that contemplated by this Agreement. Lessee shall provide all permits and licenses, if any, necessary for the installation and operation of the Equipment. In addition, Lessee agrees to comply in all respects (including, without limitation, with respect to the use, maintenance and operation of each item of the Equipment) with all laws of the jurisdictions in which its operations involving any item of Equipment may extend and any legislative, executive, administrative or judicial body exercising any power or jurisdiction over the items of the Equipment; provided, however, that Lessee may contest in good faith the validity or application of any such law or rule in any reasonable manner which does not, in the opinion of Lessor, adversely affect the title of Lessor in and to any of the items of the Equipment or its interest or rights under this Agreement.

Section 8.04. Essential Nature of the Equipment. Lessee confirms and affirms that the Equipment is essential to the function of Lessee and the services provided to its citizens, that there is an immediate need for the Equipment which is not temporary or expected to diminish in the foreseeable future, and that Lessee will use substantially all the Equipment for the purpose of performing one or more governmental or proprietary functions consistent with the permissible scope of its authority.

ARTICLE IX. ASSIGNMENT, SUBLEASING, INDEMNIFICATION, MORTGAGING AND SELLING

Section 9.01. Assignment by Lessor. Lessor's interest in, to, and under this Agreement; any Lease and the Equipment may be assigned and reassigned in whole or in part to one or more assignees by Lessor at any time subsequent to its execution. Lessee hereby agrees to maintain a written record of each such assignment in form necessary to comply with Section 149(a) of the Code. No such assignment shall be binding on Lessee until it has received written notice from Lessor of the assignment disclosing the name and address of the assignee. Lessee agrees to execute all documents, including chattel mortgages or financing statements that may be reasonably requested by Lessor or any assignee to protect its interests in the Equipment and in this Agreement. Lessee shall not have the right to and shall not assert against any assignee any claim, counterclaim, defense, set-off or other right Lessee may from time to time have against Lessor.

Section 9.02. Assignment and Subleasing by Lessee. None of Lessee's interest in, to and under this Agreement and in the Equipment may be sold, assigned, subleased, pledged or otherwise encumbered by Lessee without the prior written consent of Lessor.

Section 9.03. Release and Indemnification Covenants. To the extent permitted by law, Lessee shall indemnify, protect, hold harmless, save and keep harmless Lessor from and against any and all liabilities, obligations, losses, claims and damages whatsoever, regardless of cause thereof, and all expenses in connection therewith (including, without limitation, counsel fees and expenses, penalties connected therewith imposed on interest received) arising out of or as (a) result of the entering into of this Agreement, (b) the ownership of any item of the Equipment, (c) the manufacture, ordering, acquisition, use, operation, condition, purchase, delivery, rejection, storage or return of any item of the Equipment, (d) or any accident in connection with the operation, use, condition, possession, storage or return of any item of the Equipment resulting in damage to property or injury to or death to any person, and/or (e) the breach of any covenant herein or any material misrepresentation contained herein. The indemnification arising under this paragraph shall continue in full force and effect notwithstanding the full payment of all obligations under this Agreement or the termination of the Lease Term for any reason.

ARTICLE X. EVENTS OF DEFAULT AND REMEDIES

Section 10.01. Events of Default Defined. Subject to the provisions of **Section 4.05**, any of the following events shall constitute an "Event of Default" under any Lease:

- (a) Failure by Lessee to pay any Rental Payment or other payment required to be paid under that Lease at the time specified in that Lease;
- (b) Failure by Lessee to observe and perform any covenant, condition or agreement on its part to be observed or performed under that Lease, other than as referred to in subparagraph (a) above, for a period of 30 days after written notice specifying such failure and requesting that it be remedied is given to Lessee by Lessor, unless Lessor shall agree in writing to an extension of such time prior to its expiration; provided that, if the failure stated in the notice cannot be corrected within the applicable period, Lessor will not unreasonably withhold its consent to an extension of such time if corrective action is instituted by Lessee within the applicable period and diligently pursued until the default is corrected;
- (c) Any statement, representation or warranty made by Lessee in or pursuant to that Lease or its execution, delivery or performance shall prove to have been false, incorrect, misleading or breached in any material respect on the date when made;
- (d) Any provision of that Lease shall at any time for any reason cease to be valid and binding on Lessee, or shall be declared to be null and void, or the validity or enforceability thereof shall be contested by Lessee or any governmental agency or authority if the loss of such provision would materially adversely affect the rights or security of Lessor, or Lessee shall deny that it has any further liability or obligation under that Lease.
- (e) Lessee shall (i) apply for or consent to the appointment of a receiver, trustee, custodian or liquidator of Lessee, or of all or a substantial part of the assets of Lessee, (ii) be unable, fail or admit in writing its inability generally to pay its debts as they become due, (iii) make a general assignment for the benefit of creditors, (iv) have an order for relief entered against it under applicable federal bankruptcy law, or (v) file a voluntary petition in bankruptcy or a petition or an answer seeking reorganization or an arrangement with creditors or taking advantage of any insolvency law or any answer admitting the material allegations of a petition filed against Lessee in any bankruptcy, reorganization or insolvency proceeding; or
- (f) An order, judgment or decree shall be entered by any court of competent jurisdiction, approving a petition or appointing a receiver, trustee, custodian or liquidator of Lessee or of all or a substantial part of the assets of Lessee, in each case without its application, approval or consent, and such order, judgment or decree shall continue unstayed and in effect for any period of 30 consecutive days.

Section 10.02. Remedies on Default. Whenever any Event of Default under any Lease exists, Lessor shall have the right, at its sole option without any further demand or notice, to take one or any combination of the following remedial steps:

- (a) By written notice to Lessee, declare all Rental Payments and other amounts payable by Lessee under that Lease to the end of the then current Original Term or Renewal Term to be due;
- (b) With or without terminating that Lease, Lessor may, upon 5 days written notice to Lessee, enter the premises where any Equipment that is subject to that Lease is located and retake possession of that Equipment or require Lessee at Lessee's expense to promptly return any or all of the Equipment to the possession of Lessor at such place within the United States as Lessor shall specify, and sell or lease the Equipment or, for the account of Lessee, sublease the Equipment, continuing to hold Lessee liable for the difference between (i) the Rental Payments and other amounts payable by Lessee under that Lease plus the then-applicable Purchase Option Price for that Equipment and (ii) the net proceeds of any such sale, leasing or subleasing (after deducting all expenses of Lessor in exercising its remedies under this Agreement, including without limitation all expenses of taking possession, storing, reconditioning and selling or leasing the Equipment and all brokerage, auctioneers' and attorneys' fees) provided that the amount of Lessee's liability under this subparagraph (b) shall not exceed the Rental Payments and other amounts otherwise due under that Lease plus the remaining Rental Payments and other amounts payable by Lessee under that Lease to the end of the then current Original Term or Renewal Term; and
- (c) Lessor may take whatever action at law or in equity may appear necessary or desirable to enforce its rights under that Lease or as the owner of any or all of the Equipment that is subject to that Lease.

In addition, whenever an Event of Default exists with respect to any Rental Payment required by a particular Schedule or with respect to any other payment, covenant, condition, agreement, statement, representation or warranty set forth in that Schedule or applicable to that Schedule or the Equipment listed therein, Lessor shall have the right, at its sole option without any further demand or notice, to take one or any combination of the following remedial steps:

- (d) By written notice to Lessee, Lessor may declare all Rental Payments payable by Lessee pursuant to that Schedule and other amounts payable by Lessee under this Agreement to the end of the then current Original Term or Renewal Term to be due;
- (e) With or without terminating that Schedule, Lessor may, upon 5 days written notice to Lessee, enter the premises where the Equipment listed in that Schedule is located and retake possession of that Equipment or require Lessee at Lessee's expense to promptly return any or all of that Equipment to the possession of Lessor at such place within the United States as Lessor shall specify, and sell or lease that Equipment or, for the account of Lessee, sublease that Equipment, continuing to hold Lessee liable for the difference between (i) the Rental Payments payable by Lessee pursuant to that Schedule and other amounts related to that Schedule or the Equipment listed therein that are payable by Lessee hereunder plus the then applicable Purchase Option Price for that Equipment, and (ii) the net proceeds of any such sale, leasing or subleasing (after deducting all expenses of Lessor in exercising its remedies under this Agreement, including without limitation all expenses of taking possession, storing, reconditioning and selling or leasing such Equipment and all brokerage, auctioneers' and attorneys' fees) provided that the amount of Lessee's liability under this subparagraph (e) shall not exceed the Rental Payments and other amounts otherwise due under that Schedule plus the remaining Rental Payments and other amounts payable by Lessee under that Schedule to the end of the then current Original Term or Renewal Term; and
- (f) Lessor may take whatever action at law or in equity may appear necessary or desirable to enforce its rights under that Schedule, this Agreement with respect to that Schedule and the Equipment listed therein.

In addition to the remedies specified above, Lessor may charge interest on all amounts due to it at the rate of 10% per annum or the maximum amount permitted by law, whichever is less. The exercise of any such remedies respecting any such Event of Default shall not relieve Lessee of any other liabilities under any other Schedules, this Agreement related to any other Schedule or the Equipment listed therein.

Section 10.03. No Remedy Exclusive. No remedy conferred upon or reserved to Lessor by this Article is intended to be exclusive and every such remedy shall be cumulative and shall be in addition to every other remedy given under this lease. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof but any such right and power may be exercised from time to time and as often as may be deemed expedient by Lessor or its assignee.

Section 10.04. Agreement to Pay Attorneys' Fees and Expenses. If Lessee should default under any of the provisions hereof and Lessor should employ attorneys or incur other expenses for the collection of moneys or for the enforcement of performance or observance of any obligation or agreement on the part of Lessee contained in this Agreement, Lessee agrees, to the extent it is permitted by law to do so, that it will, if assessed by a court of competent jurisdiction, pay to Lessor the reasonable fees of those attorneys and other reasonable expenses so incurred by Lessor.

Section 10.05. Application of Moneys. Any net proceeds from the exercise of any remedy hereunder (after deducting all expenses of Lessor in exercising such remedies including without limitation all expenses of taking possession, storing, reconditioning and selling or leasing Equipment and all brokerage, auctioneer's or attorney's fees) shall be applied as follows:

- (a) If such remedy is exercised solely with respect to a single Schedule, Equipment listed in that Schedule or rights under the Agreement related to that Schedule, then to amounts due pursuant to that Schedule and other amounts related to that Schedule or that Equipment.
- (b) If such remedy is exercised with respect to more than one Schedule, Equipment listed in more than one Schedule or rights under the Agreement related to more than one Schedule, then to amounts due pursuant to those Schedules pro rata.

ARTICLE XI. MISCELLANEOUS

Section 11.01. Notices. All notices, certificates or other communications hereunder shall be sufficiently given and shall be deemed given when delivered or mailed by registered mail, postage prepaid, to the parties at their respective places of business.

Section 11.02. Binding Effect; Entire Agreement; Amendments and Modifications. This Agreement shall inure to the benefit of and shall be binding upon Lessor and Lessee and their respective successors and assigns. The terms of this Agreement shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written instrument signed by the Lessor and the Lessee; nor shall any such amendment that affects the rights of Lessor's assignee be effective without such assignee's consent. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 11.03. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State.

Section 11.04. Severability. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 11.05. Amendments, Changes and Modifications. This Agreement may be amended, added to, changed or modified by written agreement duly executed by Lessor and Lessee.

Section 11.06. Execution in Counterparts; Chattel Paper. This Agreement, including in writing each Schedule, may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument; except (1) to the extent that various Schedules and this Agreement as it relates thereto constitutes separate Leases as provided in this Agreement and (2) that Lessor's interest in, to and under any Schedule and the Agreement as it relates to that Schedule, and the Equipment listed in that Schedule may be sold or pledged only by delivering possession of the original counterpart of that Schedule marked "Counterpart No. 1," which Counterpart No. 1 shall constitute chattel paper for purposes of the Uniform Commercial Code.

Section 11.07. Usury. The parties hereto agree that the charges in this Agreement and any Lease shall not be a violation of usury or other law. Any such excess charge shall be applied in such order as to conform this Agreement and such Lease to such applicable law.

Section 11.08. Jury Trial Waiver. To the extent permitted by law, lessee agrees to waive its right to a trial by jury.

Section 11.09. Facsimile Documentation. Lessee agrees that a facsimile copy of this Agreement or any Lease with facsimile signatures may be treated as an original and will be admissible as evidence of this Agreement or such Lease.

Section 11.10. Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any provisions or sections of this Agreement.

Lessor and Lessee have caused this Agreement to be executed in their names by their duly authorized representatives listed below.

Lease No. <Lease Number>

LESSEE:

<Legal Name of Lessee>

LESSOR:

Community First National Bank

<Signer 1>, <Signer 1 Title>

Signature

Name and Title

EXHIBIT A

SCHEDULE OF EQUIPMENT NO. <Equipment Schedule No>, Dated <Equipment Schedule Date>

Counterpart No. 1,

LESSOR'S INTEREST IN, TO AND UNDER THIS SCHEDULE AND THE AGREEMENT AS IT RELATES TO THIS SCHEDULE MAY BE SOLD OR PLEDGED ONLY BY DELIVERING POSSESSION OF COUNTERPART NO. 1 OF THIS SCHEDULE, WHICH COUNTERPART NO. 1 SHALL CONSTITUTE CHATTEL PAPER FOR PURPOSES OF THE UNIFORM COMMERCIAL CODE.

Re: Master Equipment Lease Purchase Agreement, dated as of <CommencementDate>, between Community First National Bank, as Lessor, and <Legal Name of Lessee>, as Lessee.

1. **Defined Terms.** All terms used herein have the meanings ascribed to them in the above referenced Master Equipment Lease Purchase Agreement (the "Master Equipment Lease").
2. **Equipment.** The Equipment included under this Schedule of Equipment is comprised of the items described in the Equipment Description attached hereto as **Attachment 1**, together with all replacements, substitutions, repairs, restorations, modifications, attachments, accessions, additions and improvements thereof or thereto.
3. **Payment Schedule.** The Rental Payments and Purchase Option Prices under this Schedule of Equipment are set forth in the Payment Schedule attached as **Attachment 2** hereto.
4. **Representations, Warranties and Covenants.** Lessee hereby represents, warrants, and covenants that its representations, warranties and covenants set forth in the Agreement are true and correct as though made on the date of commencement of Rental Payments on this Schedule.
5. **The Master Equipment Lease.** This Schedule is hereby made as part of the Master Equipment Lease and Lessor and Lessee hereby ratify and confirm the Master Equipment Lease. The terms and provisions of the Master Equipment Lease (other than to the extent that they relate solely to other Schedules or Equipment listed on other Schedules) are hereby incorporated by reference and made a part hereof.

Lease Number: <Lease Number>

LESSEE:

<Legal Name of Lessee>

LESSOR:

Community First National Bank

<Signer 1>, <Signer 1 Title>

Signature

Name and Title

ATTACHMENT 1 EQUIPMENT DESCRIPTION

RE: Schedule of Equipment No. <Equipment Schedule No>, dated <Equipment Schedule Date>, to Master Equipment Lease Purchase Agreement, dated as of <CommencementDate>, between Community First National Bank, as Lessor, and <Legal Name of Lessee>, as Lessee.

Lease Number: <Lease Number>

<Equipment>

With a total acquisition cost of <Acquisition Cost>; together with all additions, accessions and replacements thereto. Lessee hereby certifies the description of the personal property set forth above constitutes an accurate description of the "Equipment", as defined in the attached Master Equipment Lease Purchase Agreement and the Equipment is located on the premise of the Lessee unless otherwise noted by the Lessee.

Physical location where equipment will be stored after delivery: _____

LESSEE:

<Legal Name of Lessee>

<Signer 1>, <Signer 1 Title>

ATTACHMENT 2 PAYMENT SCHEDULE

RE: Schedule of Equipment No. <Equipment Schedule No>, dated <Equipment Schedule Date>, to Master Equipment Lease Purchase Agreement, dated as of <CommencementDate>, between Community First National Bank, as Lessor, and <Legal Name of Lessee>, as Lessee.

Lease Number: <Lease Number>

MONTHLY PAYMENTS NEED ACH / ADVANCE PAYMENT VERBIAGE "DUE AT CLOSING"

LESSEE:

<Legal Name of Lessee>

<Signer 1>, <Signer 1 Title>

EXHIBIT B

LESSEE RESOLUTION

Re: Schedule of Equipment No. <Equipment Schedule No>, dated <Equipment Schedule Date>, to Master Equipment Lease Purchase Agreement, dated as of <CommencementDate>, between Community First National Bank, as Lessor, and <Legal Name of Lessee>, as Lessee.

I, the undersigned, the duly appointed, qualified and acting **<Signer 3 Title>** of the above captioned Lessee do hereby certify this date _____, as follows:

(1) Lessee did, at a meeting of the governing body of the Lessee held on _____, by motion duly made, seconded and carried, in accordance with all requirements of law, approve and authorize the execution and delivery of the above referenced Schedule of Equipment No. <Equipment Schedule No> (the "Schedule") on its behalf by the following named representative of the Lessee, to witness:

Authorized Signer: <Signer 1>, <Signer 1 Title>

- (2) The above named representative of the Lessee held at the time of such authorization and holds at the present time the office set forth above.
- (3) The meeting of the governing body of the Lessee at which the Schedule was approved and authorized to be executed was duly called, regularly convened and attended throughout by the requisite majority of the members thereof or by other appropriate official approval and that the action approving the Schedule and authorizing the execution thereof has not been altered or rescinded.
- (4) No event or condition that constitutes, or with the giving of notice or the lapse of time or both would constitute, an Event of Default (as such term is defined in the above referenced Master Equipment Lease Purchase Agreement) exists at the date hereof.
- (5) All insurance required in accordance with the above referenced Master Equipment Lease Purchase Agreement is currently maintained by the Lessee.
- (6) Lessee has, in accordance with the requirements of law, fully budgeted and appropriated sufficient funds for the current budget year to make the Rental Payments scheduled to come due during the Original Term and to meet its other obligations for the Original Term (as such terms are defined in the above referenced Master Equipment Lease Purchase Agreement) and such funds have not been expended for other purposes.
- (7) The fiscal year of Lessee is from _____ to _____.

The signatures below from the designated individuals from the Governing Body of the Lessee evidence the adoption by the Governing Body of this resolution.

<Legal Name of Lessee>

Attested By: _____
<Signer 2>, <Signer 2 Title>

Certified By: _____
<Signer 3>, <Signer 3 Title>

EXHIBIT C

OPINION OF LESSEE'S COUNSEL

(Must be re-Printed onto attorney's letterhead)

(Date)

Community First National Bank
215 S. Seth Child Road
Manhattan, KS 66502

Re: Lessee: <Legal Name of Lessee>

Ladies and Gentlemen:

As legal counsel to <Legal Name of Lessee> (the "Lessee"), I have examined (a) an executed counterpart of a certain Master Equipment Lease Purchase Agreement, dated as of <CommencementDate>, and Exhibits thereto by and between Community First National Bank (the "Lessor") and Lessee, Schedule of Equipment No. <Equipment Schedule No>, dated <Equipment Schedule Date>, **and a certain Escrow Agreement dated as of <CommencementDate>**, (collectively, the "Agreement") by and between Lessor and Lessee, which, among other things, provides for the lease with option to purchase by the Lessee of certain property listed in the Schedule (the "Equipment"); (b) an executed counterpart of the ordinances or resolutions of Lessee which, among other things, authorizes Lessee to execute the Agreement and (c) such other opinions, documents and matters of law as I have deemed necessary in connection with the following opinions.

Based on the foregoing, I am of the following opinions:

- (1) Lessee's true and correct name is <Legal Name of Lessee>.
- (2) Lessee is a public body corporate and politic, duly organized and existing under the laws of the State, and has a substantial amount of the following sovereign powers: (a) the power to tax, (b) the power of eminent domain, and (c) police power;
- (3) Lessee has the requisite power and authority to lease the Equipment with an option to purchase and to execute and deliver the Agreement and to perform its obligations under the Agreement;
- (4) The Agreement and the other documents either attached thereto or required therein have been duly authorized, approved and executed by and on behalf of Lessee and the Agreement and other documents either attached thereto or required therein are the valid and binding obligations of Lessee enforceable in accordance with their terms;
- (5) The authorization, approval and execution of the Agreement and all other proceedings of Lessee relating to the transactions contemplated thereby have been performed in accordance with all open meeting laws, public bidding laws and all other applicable state or federal laws; and
- (6) There is no proceeding pending or threatened in any court or before any governmental authority or arbitration board or tribunal that, if adversely determined, would adversely affect the transactions contemplated by the Agreement or the security interest of Lessor or its assigns, as the case may be, in the Equipment.
- (7) The signatures of the officers which appear on the Agreement are true and genuine; I know said officers and know them to hold the offices set forth below their names.
- (8) No further approval, consent or withholding of objection is required from any federal, state or local governmental authority with respect to the entering into or performance by the Lessee of the Lease and the transaction contemplated thereby.
- (9) The Equipment leased pursuant to the Agreement constitutes personal property and when subjected to use by Lessee will not be or become fixtures under applicable law.
- (10) The Lessee is a political subdivision within the meaning of Section 103 of the Internal Revenue Code of 1986 as amended and the related regulations and rulings.
- (11) The leasing of the Equipment pursuant to the Agreement is exempt from all sales and use taxes against either the Lessor or the Lessee during the term of the Lease pursuant to the Agreement and the Equipment will be exempt from all state and local personal property or other ad valorem taxes.

All capitalized terms herein shall have the same meanings as in the foregoing Agreement unless otherwise provided herein. Lessor, its successors and assigns, and any counsel rendering an opinion on the tax-exempt status of the interest components of the Rental Payments are entitled to rely on this opinion.

Signature of Legal Counsel

EXHIBIT D

ACCEPTANCE CERTIFICATE

Community First National Bank
215 S. Seth Child Road
Manhattan, KS 66502

Ladies and Gentlemen,

RE: Schedule of Equipment No. <Equipment Schedule No>, dated <Equipment Schedule Date>, to Master Equipment Lease Purchase Agreement, dated as of <CommencementDate>, between Community First National Bank, as Lessor, and <Legal Name of Lessee>, as Lessee.

In accordance with the Master Equipment Lease Purchase Agreement (the "Agreement"), the undersigned Lessee hereby certifies and represents to, and agrees with Lessor as follows:

- (1) All of the Equipment (as such term is defined in the Agreement) listed in the above referenced Schedule of Equipment (the "Schedule") has been delivered, installed and accepted on the date hereof.
- (2) Lessee has conducted such inspection and/or testing of the Equipment listed in the Schedule as it deems necessary and appropriate and hereby acknowledges that it accepts the Equipment for all purposes.
- (3) Lessee is currently maintaining the insurance coverage required by **Section 6.05** of the Agreement.
- (4) No event or condition that constitutes, or with notice or lapse of time, or both, would constitute, an Event of Default (as defined in the Agreement) exists at the date hereof.
- (5) Lessee has appropriated and/or taken other lawful actions necessary to provide moneys sufficient to pay all Rental Payments required to be paid under the Agreement during the current Budget Year of Lessee, and such moneys will be applied in payment of all Rental Payments due and payable during such current Budget Year.
- (6) The governing body of Lessee has approved the authorization, execution and delivery of this Agreement on its behalf by the authorized representative of Lessee who signed the Agreement.

LESSEE:

<Legal Name of Lessee>

<Signer 1>, <Signer 1 Title>

Date

**If delivery is not immediate, keep until final delivery.*

BANK QUALIFIED CERTIFICATE

RE: Schedule of Equipment No. <Equipment Schedule No>, dated <Equipment Schedule Date>, to Master Equipment Lease Purchase Agreement, dated as of <CommencementDate>, between Community First National Bank, as Lessor, and <Legal Name of Lessee>, as Lessee.

Whereas, Lessee hereby represents it is a "Bank Qualified" Issuer for the calendar year in which the above referenced Schedule is executed by making the following designations with respect to Section 265 of the Internal Revenue Code. (A "Bank Qualified Issuer" is an issuer that issues less than \$10,000,000 dollars of tax-exempt obligations during the calendar year).

Now, therefor, Lessee hereby designates the above referenced Schedule as follows:

1. **Designation as Qualified Tax-Exempt Obligation.** Pursuant to Section 265(b)(3)(B)(i) of the Internal Revenue Code of 1986 as amended (the "Code"), the Lessee hereby specifically designates the above referenced Schedule as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Code. In compliance with Section 265(b)(3)(D) of the Code, the Lessee hereby represents that the Lessee will not designate more than \$10,000,000 of obligations issued by the Lessee in the calendar year during which the above referenced Schedule is executed and delivered as such "qualified tax-exempt obligations".

2. **Issuance Limitation.** In compliance with the requirements of Section 265(b)(3)(C) of the Code, the Lessee hereby represents that the Lessee (including all subordinate entities of the Lessee within the meaning of Section 265(b)(3)(E) of the Code) reasonably anticipates not to issue in the calendar year during which the above referenced Schedule is executed and delivered, obligations bearing interest exempt from federal income taxation under Section 103 of the Code (other than "private activity bonds" as defined in Section 141 of the Code) in an amount greater than \$10,000,000.

LESSEE:

<Legal Name of Lessee>

<Signer 1>, <Signer 1 Title>

INSURANCE COVERAGE REQUIREMENTS

Lessee: <Legal Name of Lessee>

Please mark one of the following:

() Pursuant to Section 6.05 of the Agreement, you have agreed to provide us evidence of insurance covering the property in the Agreement. A Certificate of Insurance naming all insured parties and coverage must be provided to us as soon as possible, but no later than the date on which delivery of equipment occurs.

() Pursuant to Section 6.05 of the Agreement, we are self-insured for all risk, physical damage, and public liability and will provide proof of such self-insurance in letter form, together with a copy of the statute authorizing this form of insurance. Coverage must be provided to us as soon as possible, but no later than the date on which delivery of equipment occurs.

Equipment to be insured: <Equipment>

Policy should be issued and mailed to: Community First National Bank and/or Its Assigns
215 S. Seth Child Road
Manhattan, KS 66502

INSURANCE REQUIREMENTS:

1. LIABILITY

- ✓ \$1,000,000.00 Aggregate Bodily Injury
- ✓ \$1,000,000.00 Combined Single Limit per Occurrence
- ✓ Community First National Bank and/or Its Assigns MUST be listed as additional insured and loss payee.

2. PHYSICAL DAMAGE

- ✓ All risk coverage to guarantee proceeds sufficient to cover the replacement cost of the equipment.
- ✓ Community First National Bank and/or Its Assigns MUST be listed as additional insured and loss payee.

3. ENDORSEMENT

- ✓ Lessor will receive at least thirty (30) days written notice from Insurer prior to alteration, cancellation or reduction of insurance coverage.
- ✓ Deductibles should be listed on the Certificate of Coverage

**THE CERTIFICATE SHOULD BE
EMAILED TO <MY:Lessee Email>
OR FAXED TO: 888.777.7875**

Insurance Company Name:		
Agents Name:		
Address:		
City:	State:	Zip:
Phone:	Fax:	Email:

LESSEE:
<Legal Name of Lessee>

<Signer 1>, <Signer 1 Title>

INVOICE INSTRUCTIONS

RE: Schedule of Equipment No. <Equipment Schedule No>, dated <Equipment Schedule Date>, to Master Equipment Lease Purchase Agreement, dated as of <CommencementDate>, between Community First National Bank, as Lessor, and <Legal Name of Lessee>, as Lessee.

Lease Number: <Lease Number>

Equipment Description: <Equipment>

Please provide contact information for billing and invoicing purposes.

Person/Department: _____
P.O. Box/Street: _____
City, State, Zip _____
Telephone Number: _____
Email Address: _____

City of Bethel Action Memorandum

Action memorandum No.	18-27		
Date action introduced:	March 27, 2018	Introduced by:	Peter Williams, City Manager
Date action taken:		Approved	Denied
Confirmed by:			

Action Title: Direct Administration to prepare and submit the FY 2019 grant application in the amount of \$323,081 to the Alaska Department of Health and Social Services to fund the Bethel Community Service Patrol program.

Attachment(s): FY 2018 Grant Agreement Terms and Conditions; State Grant Assurances Signature Page; Email from Victoria Gibson about 10% match; Tentative FY 2019 CSP Program Budget.

Department/Individual:	Initials:	Remarks:
Administration / Peter Williams	PW	
Finance / Jim Chevigny	JS for JC	
Police / Burke Waldron	JS for BW	
Amount of fiscal impact:	Account information:	
	No fiscal impact at this time.	
	Funds in City Budget.	
\$323,081 / \$32,308 in-kind	Requires funding in FY 2019 Budget.	27-50-Any

Summary Statement

The Department of Health and Social Service (DHSS), Division of Behavioral Health, intends to continue funding the Bethel Community Service Patrol and Sobering Center Program for an additional grant year (July 1, 2018 – June 30, 2019). By submitting an application, the City is confirming that staffing, strategies, objectives, and timelines for service delivery will remain the same as in the current year. The City was approved for a waiver of the requirement to provide a 25% match and must now only provide a 10% match. The FY 2019 CSP grant application is due April 10, 2018.

The goal of the CSP Program is to save lives through proper care, transportation, and placement of individuals who cannot care for themselves due to alcohol intoxication. In FY 2016, the Bethel Community Service Patrol members picked up 1,517 people who needed help due to their level of intoxication. These individuals were evaluated by staff and transported to the appropriate facility (sobering center, hospital, correctional/DETOX facility, and/or private residence).

The City will spend nearly the entire grant approximately (\$290,000) on salaries, benefits, and overtime pay for three Community Service Patrol Officers. The Police Department will purchase uniforms, outdoor gear, medical supplies, gasoline, and pay for CSP cell phones from grant funds. The City may alter its approved grant budget with a Line Item Budget Revision (LIBR) request to DHSS and DHSS approval.

Terms and Conditions

1. The Department of Health and Social Services (grantor) and the grantee agree to comply with all applicable laws, the terms and conditions pertaining to the grant and services identified herein and incorporated into this agreement by reference, including 7 AAC 78, the Request for Proposals, the approved grant application, and the items listed below:
 - i. Special Conditions to this grant agreement,
 - ii. Privacy and Security Procedures for grantees,
 - iii. All other applicable items as required by the terms and conditions of the documents incorporated into this agreement, which may include but are not limited to: Federal Certifications, Waiver of Sovereign Immunity, and program specific reporting forms.
2. Subject to the availability of spending authority to the grantor to fund this grant and provided such spending authority is not revoked, rescinded, reduced or withheld, the grantor and grantee agree the amount awarded for the grant project is as indicated in this agreement. The grantor will promptly provide the grantee written notice if funding under this award is revoked, rescinded, reduced, or withheld and the effective date of such action.
3. The grantor's share of a grant project cost is earned only when the cost is incurred and the grantee's share of the cost has been contributed to the grant project. Receipt of funds from the grantor (either through advance or reimbursement) does not constitute earning of these funds.
4. Unless otherwise allocated in the approved grant project budget, or as approved by grantor, grantor funds shall be expended on a prorated basis with any required match or additional support funds according to their percentage of the total approved grant project budget.
5. The minimum required match is 25.00%. The grantee is agreeing to provide the matching contribution detailed in the required match column of this agreement.
6. Grant income, as defined in 7 AAC 78.950 (17), that is earned by a grantee must be used in accordance with 7 AAC 78.210. Grant income revenue and expenditures must be reported to the grantor if identified as match to this grant; and where other state and federal laws apply.
7. The grantee shall indemnify, hold harmless, and defend the grantor from and against any claim of, of liability for error, omission or negligent or intentional act of the grantee under this agreement. The grantee shall not be required to indemnify the grantor for a claim of, or liability for, the independent negligence of the grantor. If there is a claim of, or liability for, the joint negligent error or omission of the grantee and the independent negligence of the grantor, fault shall be apportioned on a comparative fault basis. The terms "grantee" and "grantor", as used within this article, include the employees, agents, and other contractors, or grantees who are directly responsible, respectively, for each. The term "independent negligence" is negligence other than in the grantor's selection, administration, monitoring, or controlling of the grantee and in approving or accepting the grantee's work.
8. Funds awarded through this grant may be reduced, withheld, or terminated by written notice from the grantor to the grantee at any time for violation by the grantee of any terms and conditions of this agreement, or when such action is deemed by the grantor to be in the best interest of the state.
9. For any licenses, permits or certifications required for a grantee to provide services under this agreement, if at any time during the term of this agreement, the required licenses, permits or certifications are in jeopardy for any reason, or have been revoked, rescinded or canceled, or a grantee otherwise loses the credentials necessary to receive a grant under either State or Federal law, the department may take whatever corrective action is necessary to protect the best interests of the clients served and the best interests of the State of Alaska.
10. General Administration:

- i. The payment schedule including percentages and projected advance amounts are outlined in the Award section of Grants Electronic Management System (GEMS). Within 15 days after the grant agreement is fully executed, the grantor will make the initial advance payment. Subsequent advance payments will be based on receipt and approval of all required reports and compliance with grant and program requirements. Advances will equal a percentage of the total award less any funds not expended from prior advances; except that the grantor will withhold a percentage of the total award for final payment, until the grantor has received and approved all reports and the grantee has met all conditions of this agreement. If a grantee does not meet the identified Results Based Budgeting framework performance measures, the remaining 5% may be withheld. Under circumstances necessary to the success of the grant project, advance payments may exceed the projected percentages.
 - ii. Reporting schedules are outlined in the Reporting section of GEMS. The grantee will submit expenditures using Cumulative Fiscal Reports (CFR) to the grantor in the format prescribed by the grantor through GEMS. Unless the grantor approves an extension of time, the grantee will submit a CFR to reach the grantor by the due dates indicated in the Reporting section of GEMS. CFRs must advise the grantor of the grantee's expenditures for costs allowable under 7 AAC 78.160 and the terms of this agreement.
 - iii. Due with the final year-end CFR grantees must also provide to their grants administrator listed on the face page of this grant agreement a detailed list of encumbrances that have been included as current year expenditures in the year-end CFR, as required in 7 AAC 78.190(d), and defined in 7 AAC 78.950(13) or those costs will be disallowed.
 - iv. Failure to submit correct CFRs on or before the deadlines stated in the Reporting section of GEMS may result in denial of payments due to the grantee. No part of the grantee's duty to return excess funds or funds determined by audit to have been improperly expended, as required in 7 AAC 78.230 (b) and (c), is affected by this provision. The grantee will return all such excess funds to the grantor upon submission of corrected CFRs and/or audit, or immediately upon later determination that a refund is due.
 - v. Reporting schedules are outlined in the Reporting section of GEMS. The grantee will submit program reports to the grantor in the format prescribed by the grantor. Unless the grantor approves an extension of time, the grantee will submit program reports to reach the grantor by the due dates indicated in the Reporting section of GEMS. Reports must be completed in the format prescribed by the grantor and submitted through GEMS. The department shall determine, based on reporting, if the grantee has met the identified outcomes consistent with the expectations and mission of the department. This determination will aid in the department's decision regarding award and funding for subsequent years. If the program report contains Protected Health Information (PHI), the grantor will contact the Department of Health and Social Services Program Manager for instructions on the secure transmission of the program report. Unless otherwise noted in the special conditions of award or items 10 ii-vi, all reports not available for submission through GEMS must be coordinated with the grants administrator listed on the face page of this grant agreement.
 - vi. All proposed changes to the approved grant project are subject to the requirements of 7 AAC 78.260. Requests for budget changes subject to 7 AAC 78.260(f), shall be submitted through GEMS as a Line Item Budget Revision request (LIBR).
11. The grantee shall maintain accurate property records for all property purchased with grant money, as defined in 7 AAC 78.950(18), and make those records available to the grantor upon request in accordance with 7 AAC 78.280.

Special Conditions of Grant Award

There are no special conditions.

State Grant Assurances

By submitting a proposal, an applicant accepts all terms and conditions of the Request for Proposals (grant solicitation documents, including all appendices, attachments and guidelines identified therein; 7 AAC 78, and any other applicable statutes or regulations, State or Federal); as well as the terms and conditions of any grant awarded by the Department of Health and Social Services (DHSS). If a grant is awarded, the aforementioned documents, including these assurances and the applicant's proposal, become the provisions of the grant agreement by which the applicant will be bound. The applicant shall comply with the following:

1. Applicant declares and represents that it is eligible to receive a grant under 7 AAC 78.030.
2. An applicant awarded a grant shall maintain sufficient insurance to hold the State harmless and agrees to: the provision of workers' compensation insurance, for which the policy must waive subrogation against the State; the provision of comprehensive general liability insurance; the provision of liability insurance if automobiles are used for the purpose of this grant program; and the provision of professional liability insurance when applicable to the services performed under the grant.
3. Compliance with 7 AAC 78.130(a) which includes the requirements of: the Civil Rights Act of 1964 (42 U.S.C. 2000d); the Drug Free Workplace Act of 1988 (41 U.S.C. 701-707); and the Americans with Disabilities Act of 1990 (41 U.S.C. 12101-12213); and with all other applicable state or federal laws preventing discrimination.
4. Compliance with the requirements of 7 AAC 78.130(b) for establishment and adherence to procedures for processing complaints alleging discrimination.
5. Compliance with OSHA regulations requiring protection of employees from blood borne pathogens and that the Department of Labor must be contacted directly with any questions.
6. Compliance with AS 18.80.220 and 7 AAC 78.120 and other federal and state laws and regulations preventing discriminatory employment practices.
7. Compliance with the Health Insurance Portability & Accountability Act of 1996, the Health Information Technology for Economical and Clinical Health Act of 2009, and 45 C.F.R. 160 and 164, if applicable, and other federal and state requirements for safeguarding information, preserving confidentiality and for the secure transmission of all records, whether electronic or not, to DHSS. Any information about DHSS clients that is obtained or developed under grant funds is confidential. Client information cannot be released without the written authorization of DHSS, except as permitted by other state or federal law.
8. Notify DHSS within 24 hours of any suspected or actual breach of security, intrusion or unauthorized access, use or disclosure of DHSS client information. Take prompt corrective action to cure any deficiencies that result from breaches of security, intrusion or unauthorized access, use or disclosure of DHSS client information.
9. Provide state officials, or a third party contractor hired under 7 AAC 78.240, access to financial and program records of the grant project.
10. Maintenance of financial and program records for audit; and compliance with 7 AAC 78.230, or the State Single Audit regulations per 2 AAC 45 and applicable federal audit requirements.
11. Ensure that grant funds will not be used for lobbying or fund raising; or any other costs prohibited by law or by the terms of the grant agreement.
12. According to the terms of the Grant Agreement, and upon request of the DHSS, timely submission of complete and correct project fiscal reports, progress narratives, data and other grant project reports and updates.
13. Compliance with AS 47.05.300-390 and 7 AAC 10.900-990. Compliance includes ensuring that each individual associated with the grantee in a manner described under 7 AAC 10.900(b) has a valid

criminal history check from the Department of Health and Social Services, Division of Health Care Services, Background Check Program ("BCP") before employment or other service unless a provisional valid criminal history check has been granted under 7 AAC 10.920 or a variance has been granted under 7 AAC 10.935. For specific information about how to apply for and receive a valid criminal history check please visit <http://dhss.alaska.gov/dhcs/Pages/cl/bgcheck/default.aspx> or call (907) 334-4475 or (888) 362-4228 (intra-state toll free).

14. Compliance with AS 47.17, Child Protection, and AS 47.24.010, Reports of Harm, including notification to employees of their responsibilities under those sections to report harm to children and vulnerable adults.
15. Any publications, printed materials, or electronic media developed under the grant will give credit to the appropriate Division of the Alaska Department of Health and Social Services; and that any materials and media developed or property purchased with grant funds are the property of the State of Alaska, unless otherwise agreed to by both parties in the terms of the grant agreement.
16. Applicants providing Medicaid reimbursable services will have a Medicaid Provider Number, or apply to obtain one, and will seek Medicaid reimbursement for all eligible services.
17. Facilities proposed for delivery of services meet current fire code, safety and ADA standards and are located where clients of the program services have reasonable and safe access. Grantees providing residential and/or critical care services to clients of DHSS shall have an emergency response and recovery plan, approved by the agency's board of directors; that provides for safe evacuation, housing and continuing services in the event of flood, fire, earthquake, severe weather, prolonged loss of utilities, or other emergency that presents a threat to the health, life or safety of clients in their care.
18. Grantee shall have established purchasing practices and procedures for the use of grant funds that are compliant with 7 AAC 78.270; and agrees to the provisions of 7 AAC 78.280 in the management of property acquired with money received from the grant.
19. Grantee will comply with 7 AAC 78.160(h) and (i) for travel when utilizing Department grant money (as defined in 7 AAC 78.950).
20. By submitting a proposal for this grant, an applicant certifies their ability to meet the administrative and reporting requirements of this grant program.
21. By submitting a proposal, an applicant certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from receiving any grant assistance by any State or Federal department or agency.
22. By submitting a proposal, an applicant agrees that it will register health and social services programs provided by the applicant agency with United Way 2-1-1- Get Connected, Get Answers at <http://www.alaska211.org/>.
23. Within 30 days of the start of the grant, or within 30 days of the date of hire, all new grantee staff engaged in the delivery or administration of services supported in whole or in part by the grant, to which these assurances are appended, will complete the DHSS Civil Rights training provided online at (<https://learn.dhss.alaska.gov/login/index.php>.) and maintain certificate of completion at the agency.

I, the undersigned, having the authority to negotiate, execute and administer any and all documents and contracts required for granting funds to the Bethel, City of and managing funds on behalf of this organization, including any subsequent amendments to the grant agreement, hereby assure the Department of Health and Social Services that, should my organization receive funding for the Bethel Community Service Patrol and

Sobering Center grant program, it will comply with all assurances given herein and that documentation to verify these assurances will be made available to DHSS upon request.

Bethel, City of

Date



**City
of
Bethel**

John Sargent <jsargent@cityofbethel.net>

RE: CSP Grant Request

1 message

Gibson, Victoria N (HSS) <victoria.gibson@alaska.gov>

Tue, Mar 20, 2018 at 2:11 PM

To: John Sargent <jsargent@cityofbethel.net>

Cc: "Bjork, Kacea Jean (HSS)" <kacea.bjork@alaska.gov>, "Hobbs, Alyssa A (HSS)" <alyssa.hobbs@alaska.gov>

Hi John,

There is the FY18 DBH Match Waiver for the grant # 602-203-18002 attached in the Notes section of your award in GEMS. It is for both FY18 and FY19 the letter provides this information of the match being reduced to 10%.

Tentative FY 2019 CSP Grant Budget

Grant Categories	Award	Required Match	Total
100 Personnel Services CSP Salaries and Benefits	\$290,000	0	\$300,000
200 Travel & Training MANDT Training (\$2,420) First Aid/CPR (\$105)	\$2,525	0	\$2,525
300 Facility Police Dispatch Center (In-kind) Prorated based on CSP call volume	\$0	\$32,308	\$32,308
400 Supplies Uniforms, protective clothing (\$3,612) Pepper spray, cleaning supplies, handcuffs (\$2,000) Vehicle fuel/Oil (\$9,000)	\$14,612	\$0	\$14,000
500 Equipment Cell phones (3) (\$1,944) Breath Analyzers (2) (\$1,200) Body Camera Replacement (\$800)	\$13,944	\$0	\$2,500
600 Other Costs Insurance (\$2,000)	\$2,000	\$0	\$2,000
700 Indirect Costs	\$0	\$0	\$0
Total	\$323,081	\$32,308	\$355,389

IM 18-04

Introduced by:	City Manager Williams
Date:	March 27, 2018

CITY OF BETHEL CITY COUNCIL INFORMATIVE MEMORANDUM

TITLE: Monthly Financial Report to the Council.

Routed to:	Department	Signature/Date

The attached February Financial Report was prepared and distributed to the Bethel City Council members for their review. The Monthly Financial Report to the Council contains:

- Rural Utility Business Advisor Program (RUBA) Financial Statement related specifically to the City's Water and Sewer Fund. The Council's review of this summary is required by granting agencies.
- General Financial Statement for the City of Bethel to include the City's Endowment Fund.

CITY OF BETHEL
BALANCE SHEET
JANUARY 31, 2018

WATER & SEWER SERVICES

ASSETS

51-10100	CASH IN COMBINED FUND	1,988,420.69	
51-12200	WATER SEWER SUBSCRIPTION	235.73	
51-13100	ACCOUNTS RECEIVABLE	935,249.69	
51-13900	ALLOWANCE-DOUBTFUL ACCTS	(160,029.62)	
51-14200	HEATING FUEL INVENTORY	34,644.50	
51-14400	DIESEL FUEL INVENTORY	15,452.50	
51-16200	IMPROVEMENTS	12,187.41	
51-16300	BUILDINGS	2,869,625.96	
51-16400	PLANTS AND LINES-GENERAL	28,727,258.33	
51-16500	MACHINERY & EQUIP-GENERAL	229,741.57	
51-16600	VEHICLES-GENERAL	4,299,040.45	
51-16620	VEHICLES-H SEWER	253,061.57	
51-16630	VEHICLES-H WATER	266,401.15	
51-16800	ACCUM DEPR-BUILDINGS	(2,868,669.10)	
51-16900	ACCUM DEPR-PLANT/LINE-GNL	(19,198,617.83)	
51-17000	ACCUM DEP-M&E GENERAL	(75,107.73)	
51-17100	ACCUM DEPR-VEHICLES-GENERAL	(3,508,942.20)	
51-18000	W/S CONSTRUCTION IN PROGRESS	2,655,993.76	
51-19000	DEFERRED OUTFLOW-PENSION	459,997.50	
	TOTAL ASSETS		16,935,944.33

LIABILITIES AND EQUITY

LIABILITIES

51-20100	VOUCHERS PAYABLE	34,647.67	
51-22100	ACCRUED VACATION	117,145.58	
51-22200	VACATION/SICK LEAVE	2,211.84	
51-25900	DUE TO/FROM OTHER FUNDS	1,996,668.23	
51-26100	UTILITY DEPOSITS	352,178.00	
51-27200	WATER SUB. FEE - DEF. MAINT.	451,796.26	
51-27300	SEWER SUB. FEE - DEF. MAINT.	353,912.06	
51-29000	DEFERRED INFLOW-PENSION	51,743.55	
51-29100	PENSION LIABILITY	2,922,660.07	
	TOTAL LIABILITIES		6,282,963.26

FUND EQUITY

51-30100	CONTRIBUTED CAPITAL-STATE	13,959,470.20	
51-30200	CONTRIBUTED CAPITAL-FED	2,137,332.73	
51-30300	CONTRIB CAP-CORP ENGR	5,816,281.20	
51-30400	CONTRIB CAP-PHS	972,517.00	
51-30500	CONTRIB CAP-EDA	311,207.20	
51-30600	CONTRIB CAP-U OF A	127,476.00	
51-30700	CONTRIBUTED CAPITAL VSW	8,280,868.37	
51-30800	CONTRIBUTED CAPITAL-RECD	72,736.71	
51-31900	CONTRIB CAP-OTHER	954,158.24	
51-31950	CONTRIB CAPITAL-FLEET REP FUND	23,460.12	
51-32100	AMORTIZATION CONTRIBUTION	(7,758,406.58)	
51-37900	DESIGNATED-CAP IMPROV & DEPREC	251,213.07	

CITY OF BETHEL
BALANCE SHEET
JANUARY 31, 2018

WATER & SEWER SERVICES

UNAPPROPRIATED FUND BALANCE:		
51-39900 FUND BALANCE	(14,972,872.73)	
REVENUE OVER EXPENDITURES - YTD	<u>952,867.45</u>	
BALANCE - CURRENT DATE	(14,020,005.28)	
TOTAL FUND EQUITY		<u>11,128,308.98</u>
TOTAL LIABILITIES AND EQUITY		<u><u>17,411,272.24</u></u>

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER</u>					
51-42-410 TRUCKED WATER	1,614,355.86	1,614,355.86	2,497,704.00	883,348.14	64.6
51-42-412 METERED PIPED WATER COMM.	252,537.62	252,537.62	464,397.00	211,859.38	54.4
51-42-414 UNMETERED PIPED WTR RESID	473,874.88	473,874.88	827,502.00	353,627.12	57.3
51-42-416 CONTRACT WATER	7,269.00	7,269.00	7,800.00	531.00	93.2
51-42-436 PUMPHOUSE WATER	8,802.50	8,802.50	10,500.00	1,697.50	83.8
TOTAL WATER	2,356,839.86	2,356,839.86	3,807,903.00	1,451,063.14	61.9
<u>SEWER</u>					
51-43-411 TRUCKED SEWER (EVAC/HB)	899,525.29	899,525.29	1,540,427.00	640,901.71	58.4
51-43-412 METERED PIPED SEWER COMM.	471,390.57	471,390.57	812,104.00	340,713.43	58.1
51-43-414 UNMETERED PIPED SEWER RES	140,424.97	140,424.97	248,251.00	107,826.03	56.6
51-43-416 CONTRACT SEWER	14,220.28	14,220.28	25,000.00	10,779.72	56.9
TOTAL SEWER	1,525,561.11	1,525,561.11	2,625,782.00	1,100,220.89	58.1
<u>MISCELLANEOUS</u>					
51-45-434 UTILITY PENALTY/INTEREST	27,027.48	27,027.48	22,000.00	(5,027.48)	122.9
51-45-435 RECONNECT FEES	1,330.00	1,330.00	7,500.00	6,170.00	17.7
51-45-450 SENIOR DISCOUNT	(25,936.34)	(25,936.34)	(38,000.00)	(12,063.66)	(68.3)
51-45-467 NSF CHECKS AND FEES	.00	.00	300.00	300.00	.0
51-45-468 UTILITY INSPECTION FEES	1,321.16	1,321.16	1,500.00	178.84	88.1
51-45-471 WATER SUBSCRIPTION FEES	.00	.00	165,500.00	165,500.00	.0
51-45-472 SEWER SUBSCRIPTION FEES	.00	.00	176,958.00	176,958.00	.0
51-45-487 INVESTMENT INCOME	.04	.04	.00	(.04)	.0
TOTAL MISCELLANEOUS	3,742.34	3,742.34	335,758.00	332,015.66	1.1
<u>MISCELLANEOUS</u>					
51-49-466 CASH OVER/SHORT	16.95	16.95	.00	(16.95)	.0
51-49-487 INVESTMENT INCOME	.00	.00	5,254.00	5,254.00	.0
51-49-495 MISCELLANEOUS INCOME	1,249.99	1,249.99	.00	(1,249.99)	.0
TOTAL MISCELLANEOUS	1,266.94	1,266.94	5,254.00	3,987.06	24.1
TOTAL FUND REVENUE	3,887,410.25	3,887,410.25	6,774,697.00	2,887,286.75	57.4

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>					
51-80-501 SALARIES	37,390.17	37,390.17	82,158.00	44,767.83	45.5
51-80-502 OVERTIME	321.63	321.63	2,000.00	1,678.37	16.1
51-80-508 LEAVE CASHOUT	.00	.00	4,108.00	4,108.00	.0
51-80-511 MEDICARE FICA	553.34	553.34	1,220.00	666.66	45.4
51-80-512 GROUP HEALTH INSURANCE	19,512.78	19,512.78	45,360.00	25,847.22	43.0
51-80-515 UNEMPLOYMENT	.00	.00	1,585.00	1,585.00	.0
51-80-516 WORKERS' COMPENSATION	336.00	336.00	318.00	(18.00)	105.7
51-80-518 PERS	8,069.93	8,069.93	18,515.00	10,445.07	43.6
51-80-519 UTILITY BENEFIT	751.15	751.15	7,980.00	7,228.85	9.4
51-80-545 TRAINING/TRAVEL	.00	.00	3,500.00	3,500.00	.0
51-80-561 SUPPLIES	.00	.00	6,000.00	6,000.00	.0
51-80-649 ONLINE BILL PAY	1,121.30	1,121.30	3,000.00	1,878.70	37.4
51-80-721 INSURANCE	329.00	329.00	1,000.00	671.00	32.9
51-80-727 ADVERTISING	.00	.00	1,000.00	1,000.00	.0
51-80-733 POSTAGE	.00	.00	6,000.00	6,000.00	.0
51-80-736 BANK CHARGES	15,642.92	15,642.92	36,500.00	20,857.08	42.9
51-80-799 MISCELLANEOUS EXPENSES	.00	.00	500.00	500.00	.0
51-80-996 ADMIN OVERHEAD-IT SVCS	7,811.31	7,811.31	16,566.00	8,754.69	47.2
51-80-998 ADMINISTRATIVE OVERHEAD-GF	12,024.00	12,024.00	29,287.00	17,263.00	41.1
TOTAL UTILITY BILLING	103,863.53	103,863.53	266,597.00	162,733.47	39.0
<u>HAULED WATER</u>					
51-81-501 SALARIES	218,868.43	218,868.43	416,344.00	197,475.57	52.6
51-81-502 OVERTIME	70,714.06	70,714.06	70,000.00	(714.06)	101.0
51-81-508 LEAVE CASHOUT	.00	.00	20,495.00	20,495.00	.0
51-81-511 MEDICARE	4,304.84	4,304.84	7,052.00	2,747.16	61.0
51-81-512 EMPLOYEE GROUP BENEFITS	110,922.64	110,922.64	224,856.00	113,933.36	49.3
51-81-515 UNEMPLOYMENT	5,662.30	5,662.30	7,925.00	2,262.70	71.5
51-81-516 WORKERS' COMPENSATION	11,921.00	11,921.00	14,359.00	2,438.00	83.0
51-81-518 PERS	61,168.07	61,168.07	106,996.00	45,827.93	57.2
51-81-519 UTILITY BENEFIT	15,913.02	15,913.02	39,558.00	23,644.98	40.2
51-81-545 TRAINING/TRAVEL	1,803.51	1,803.51	4,000.00	2,196.49	45.1
51-81-561 SUPPLIES	4,953.72	4,953.72	9,525.00	4,571.28	52.0
51-81-563 WEARING APPAREL	730.40	730.40	8,000.00	7,269.60	9.1
51-81-600 TIRES	25,045.36	25,045.36	15,000.00	(10,045.36)	167.0
51-81-601 VEHICLE MT. (PARTS & TOOLS)	.00	.00	5,000.00	5,000.00	.0
51-81-602 GASOLINE/DIESEL/OIL	50,482.83	50,482.83	110,000.00	59,517.17	45.9
51-81-621 ELECTRICITY	2,895.38	2,895.38	10,000.00	7,104.62	29.0
51-81-622 TELEPHONE	97.68	97.68	600.00	502.32	16.3
51-81-623 HEATING FUEL	5,014.63	5,014.63	30,000.00	24,985.37	16.7
51-81-626 WATER/SEWER/GARBAGE	4,198.01	4,198.01	8,200.00	4,001.99	51.2
51-81-650 LAB TESTS	450.00	450.00	2,000.00	1,550.00	22.5
51-81-661 VEHICLE MAINT/REPAIR	145,033.82	145,033.82	313,869.00	168,835.18	46.2
51-81-669 OTHER PURCHASED SERVICES	6,983.33	6,983.33	.00	(6,983.33)	.0
51-81-683 MINOR EQUIPMENT	482.10	482.10	2,000.00	1,517.90	24.1
51-81-721 INSURANCE	32,011.56	32,011.56	21,000.00	(11,011.56)	152.4
51-81-722 INSURANCE-DED EXP & OTHER	(14,200.00)	(14,200.00)	10,000.00	24,200.00	(142.0)
51-81-738 BAD DEBT EXPENSE	.00	.00	9,000.00	9,000.00	.0
51-81-799 MISCELLANEOUS	545.55	545.55	1,000.00	454.45	54.6

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-81-996 ADMIN OVERHEAD-IT SVCS	7,122.07	7,122.07	15,359.00	8,236.93	46.4
51-81-998 ADMINISTRATIVE OVERHEAD-GF	94,058.00	94,058.00	162,827.00	68,769.00	57.8
TOTAL HAULED WATER	867,182.31	867,182.31	1,644,965.00	777,782.69	52.7

PIPED WATER

51-82-501 SALARIES	66,693.14	66,693.14	148,030.00	81,336.86	45.1
51-82-502 OVERTIME	19,218.83	19,218.83	30,000.00	10,781.17	64.1
51-82-508 LEAVE CASHOUT	2,867.89	2,867.89	6,819.00	3,951.11	42.1
51-82-511 MEDICARE	1,304.37	1,304.37	2,581.00	1,276.63	50.5
51-82-512 EMPLOYEE GROUP BENEFITS	35,115.76	35,115.76	55,728.00	20,612.24	63.0
51-82-515 UNEMPLOYMENT	.00	.00	3,970.00	3,970.00	.0
51-82-516 WORKERS' COMPENSATION	.00	.00	5,256.00	5,256.00	.0
51-82-518 PERS	18,615.61	18,615.61	39,167.00	20,551.39	47.5
51-82-519 UTILITY BENEFIT	2,430.55	2,430.55	9,804.00	7,373.45	24.8
51-82-545 TRAINING/TRAVEL	.00	.00	2,500.00	2,500.00	.0
51-82-561 SUPPLIES	3,173.76	3,173.76	4,525.00	1,351.24	70.1
51-82-563 WEARING APPAREL	664.45	664.45	2,000.00	1,335.55	33.2
51-82-592 PLUMBING SUPPLIES	.00	.00	5,000.00	5,000.00	.0
51-82-602 GASOLINE/DIESEL/OIL	4,131.04	4,131.04	20,000.00	15,868.96	20.7
51-82-621 ELECTRICITY-UTIL MT SHOP	2,138.58	2,138.58	7,500.00	5,361.42	28.5
51-82-622 TELEPHONE	532.17	532.17	2,750.00	2,217.83	19.4
51-82-623 HEATING FUEL	9,900.46	9,900.46	20,000.00	10,099.54	49.5
51-82-626 WATER/SEWER/GARB	248.76	248.76	600.00	351.24	41.5
51-82-627 STAFF CELLULAR PHONES	92.62	92.62	.00	(92.62)	.0
51-82-649 ENGINEERING SERVICES	.00	.00	3,000.00	3,000.00	.0
51-82-661 VEHICLE MAINT/REPAIR	1,774.07	1,774.07	3,037.00	1,262.93	58.4
51-82-669 OTHER PURCHASED SERVICES	35.00	35.00	2,500.00	2,465.00	1.4
51-82-683 MINOR EQUIPMENT	1,350.15	1,350.15	3,000.00	1,649.85	45.0
51-82-721 INSURANCE	2,352.00	2,352.00	5,400.00	3,048.00	43.6
51-82-722 INSURANCE-DED EXP & OTHER	.00	.00	5,000.00	5,000.00	.0
51-82-727 ADVERTISING	.00	.00	1,000.00	1,000.00	.0
51-82-738 BAD DEBT EXPENSE	.00	.00	5,000.00	5,000.00	.0
51-82-998 ADMINISTRATIVE OVERHEAD-GF	27,163.00	27,163.00	54,065.00	26,902.00	50.2
TOTAL PIPED WATER	199,802.21	199,802.21	448,232.00	248,429.79	44.6

BETHEL HTS WTR TREATMENT

51-83-501 SALARIES	62,679.92	62,679.92	111,389.00	48,709.08	56.3
51-83-502 OVERTIME	20,584.06	20,584.06	14,000.00	(6,584.06)	147.0
51-83-508 LEAVE CASHOUT	.00	.00	11,239.00	11,239.00	.0
51-83-511 MEDICARE	292.49	292.49	1,818.00	1,525.51	16.1
51-83-512 EMPLOYEE GROUP BENEFITS	13,225.35	13,225.35	44,064.00	30,838.65	30.0
51-83-515 UNEMPLOYMENT	.00	.00	2,014.00	2,014.00	.0
51-83-516 WORKERS' COMPENSATION	.00	.00	3,668.00	3,668.00	.0
51-83-518 PERS	17,658.66	17,658.66	27,585.00	9,926.34	64.0
51-83-519 UTILITY BENEFIT	5,027.75	5,027.75	7,752.00	2,724.25	64.9
51-83-545 TRAINING/TRAVEL	.00	.00	1,500.00	1,500.00	.0
51-83-561 SUPPLIES	46,383.83	46,383.83	50,000.00	3,616.17	92.8
51-83-563 WEARING APPAREL	.00	.00	800.00	800.00	.0
51-83-592 PLUMBING SUPPLIES	.00	.00	4,000.00	4,000.00	.0

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-83-621 ELECTRICITY (PUMPHOUSE)	37,151.20	37,151.20	70,000.00	32,848.80	53.1
51-83-622 TELEPHONE	281.35	281.35	1,600.00	1,318.65	17.6
51-83-623 HEATING FUEL (PUMPHOUSE)	49,928.42	49,928.42	130,000.00	80,071.58	38.4
51-83-649 ENGINEERING SERVICES	.00	.00	2,000.00	2,000.00	.0
51-83-650 LAB TESTS	4,369.84	4,369.84	5,000.00	630.16	87.4
51-83-661 VEHICLE MAINT/REPAIR	1,129.06	1,129.06	3,037.00	1,907.94	37.2
51-83-669 OTHER PURCHASED SERVICES	8,651.52	8,651.52	10,000.00	1,348.48	86.5
51-83-683 MINOR EQUIPMENT	116.52	116.52	5,000.00	4,883.48	2.3
51-83-721 INSURANCE	7,700.00	7,700.00	10,380.00	2,680.00	74.2
51-83-727 ADVERTISING	.00	.00	500.00	500.00	.0
51-83-996 ADMIN OVERHEAD-IT SVCS	7,351.81	7,351.81	15,822.00	8,470.19	46.5
51-83-998 ADMINISTRATIVE OVERHEAD-GF	21,138.00	21,138.00	40,103.00	18,965.00	52.7
TOTAL BETHEL HTS WTR TREATMENT	303,669.78	303,669.78	573,271.00	269,601.22	53.0

CITY SUB WTR TREATMENT

51-84-501 SALARIES	58,814.93	58,814.93	111,735.00	52,920.07	52.6
51-84-502 OVERTIME	17,185.93	17,185.93	14,000.00	(3,185.93)	122.8
51-84-508 LEAVE CASHOUT	.00	.00	5,257.00	5,257.00	.0
51-84-511 MEDICARE	1,120.81	1,120.81	18,232.00	17,111.19	6.2
51-84-512 EMPLOYEE GROUP BENEFITS	31,709.77	31,709.77	44,064.00	12,354.23	72.0
51-84-515 UNEMPLOYMENT	.00	.00	2,014.00	2,014.00	.0
51-84-516 WORKERS' COMPENSATION	.00	.00	3,712.00	3,712.00	.0
51-84-518 PERS	16,535.79	16,535.79	27,662.00	11,126.21	59.8
51-84-519 UTILITY BENEFIT	1,643.65	1,643.65	7,752.00	6,108.35	21.2
51-84-545 TRAINING/TRAVEL	300.00	300.00	3,000.00	2,700.00	10.0
51-84-561 SUPPLIES	46,881.35	46,881.35	45,000.00	(1,881.35)	104.2
51-84-563 WEARING APPAREL	.00	.00	800.00	800.00	.0
51-84-592 PLUMBING SUPPLIES	.00	.00	2,000.00	2,000.00	.0
51-84-602 GASOLINE/DIESEL/OIL	354.43	354.43	600.00	245.57	59.1
51-84-621 ELECTRICITY (CS WTF)	21,213.28	21,213.28	50,000.00	28,786.72	42.4
51-84-622 TELEPHONE	20.06	20.06	1,800.00	1,779.94	1.1
51-84-623 HEATING FUEL(CS WTF)	44,673.50	44,673.50	80,000.00	35,326.50	55.8
51-84-649 ENGINEERING SERVICES	.00	.00	1,500.00	1,500.00	.0
51-84-650 LAB TESTS	5,560.44	5,560.44	7,500.00	1,939.56	74.1
51-84-661 VEHICLE MAINT (ISF)	1,129.06	1,129.06	3,037.00	1,907.94	37.2
51-84-669 OTHER PURCHASED SERVICES	216.00	216.00	15,000.00	14,784.00	1.4
51-84-683 MINOR EQUIPMENT	763.86	763.86	5,000.00	4,236.14	15.3
51-84-721 INSURANCE	4,802.00	4,802.00	5,700.00	898.00	84.3
51-84-727 ADVERTISING	.00	.00	500.00	500.00	.0
51-84-996 ADMIN OVERHEAD-IT SVCS	8,041.04	8,041.04	17,181.00	9,139.96	46.8
51-84-998 ADMINISTRATIVE OVERHEAD-GF	23,428.00	23,428.00	42,058.00	18,630.00	55.7
TOTAL CITY SUB WTR TREATMENT	284,393.90	284,393.90	515,104.00	230,710.10	55.2

HAULED SEWER

51-85-501 SALARIES	229,272.49	229,272.49	428,733.00	199,460.51	53.5
51-85-502 OVERTIME	46,910.28	46,910.28	60,000.00	13,089.72	78.2
51-85-508 LEAVE CASHOUT	4,779.81	4,779.81	24,164.00	19,384.19	19.8
51-85-511 MEDICARE	4,074.07	4,074.07	7,957.00	3,882.93	51.2
51-85-512 EMPLOYEE GROUP BENEFITS	121,697.56	121,697.56	250,776.00	129,078.44	48.5

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-85-515 UNEMPLOYMENT	11,044.47	11,044.47	10,150.00	(894.47)	108.8
51-85-516 WORKERS' COMPENSATION	11,823.00	11,823.00	16,201.00	4,378.00	73.0
51-85-518 PERS	59,338.28	59,338.28	120,721.00	61,382.72	49.2
51-85-519 UTILITY BENEFIT	7,287.70	7,287.70	44,118.00	36,830.30	16.5
51-85-561 SUPPLIES	4,587.40	4,587.40	5,525.00	937.60	83.0
51-85-563 WEARING APPAREL	720.58	720.58	10,000.00	9,279.42	7.2
51-85-600 TIRES & WHEELS	15,180.50	15,180.50	12,000.00	(3,180.50)	126.5
51-85-601 VEHICLE MT. (PARTS & TOOLS)	.00	.00	4,200.00	4,200.00	.0
51-85-602 GASOLINE/DIESEL/OIL	41,693.05	41,693.05	110,000.00	68,306.95	37.9
51-85-621 ELECTRICITY	2,895.38	2,895.38	8,000.00	5,104.62	36.2
51-85-622 TELEPHONE	.00	.00	350.00	350.00	.0
51-85-623 HEATING FUEL	5,014.63	5,014.63	30,000.00	24,985.37	16.7
51-85-626 WATER/SEWER/GARBAGE	4,198.01	4,198.01	6,500.00	2,301.99	64.6
51-85-661 VEHICLE MAINT/REPAIR	151,851.13	151,851.13	313,869.00	162,017.87	48.4
51-85-683 MINOR EQUIPMENT	482.10	482.10	2,000.00	1,517.90	24.1
51-85-721 INSURANCE	26,038.87	26,038.87	17,000.00	(9,038.87)	153.2
51-85-722 INSURANCE-DED EXP & OTHER	339.43	339.43	10,000.00	9,660.57	3.4
51-85-738 BAD DEBT EXPENSE	.00	.00	12,000.00	12,000.00	.0
51-85-799 MISCELLANEOUS	35.00	35.00	1,000.00	965.00	3.5
51-85-996 ADMIN OVERHEAD-IT SVCS	229.74	229.74	615.00	385.26	37.4
51-85-998 ADMINISTRATIVE OVERHEAD-GF	85,248.00	85,248.00	183,502.00	98,254.00	46.5
TOTAL HAULED SEWER	834,741.48	834,741.48	1,689,381.00	854,639.52	49.4
PIPED SEWER					
51-86-501 SALARIES	63,607.99	63,607.99	148,080.00	84,472.01	43.0
51-86-502 OVERTIME	19,238.19	19,238.19	30,000.00	10,761.81	64.1
51-86-508 LEAVE CASHOUT	2,867.88	2,867.88	6,819.00	3,951.12	42.1
51-86-511 MEDICARE	1,259.95	1,259.95	2,582.00	1,322.05	48.8
51-86-512 EMPLOYEE GROUP BENEFITS	33,992.05	33,992.05	57,024.00	23,031.95	59.6
51-86-515 UNEMPLOYMENT	.00	.00	3,971.00	3,971.00	.0
51-86-516 WORKERS' COMPENSATION	.00	.00	5,258.00	5,258.00	.0
51-86-518 PERS	17,941.12	17,941.12	39,178.00	21,236.88	45.8
51-86-519 UTILITY BENEFITS	4,911.70	4,911.70	9,478.00	4,566.30	51.8
51-86-545 TRAINING/TRAVEL	.00	.00	2,000.00	2,000.00	.0
51-86-561 SUPPLIES	2,704.12	2,704.12	5,525.00	2,820.88	48.9
51-86-563 WEARING APPAREL	2,136.90	2,136.90	2,500.00	363.10	85.5
51-86-592 PLUMBING SUPPLIES	.00	.00	4,000.00	4,000.00	.0
51-86-602 GASOLINE/DIESEL/OIL	3,250.21	3,250.21	25,000.00	21,749.79	13.0
51-86-621 ELECTRICITY-LIFTST & BLDG	37,357.47	37,357.47	75,000.00	37,642.53	49.8
51-86-622 TELEPHONE	.00	.00	2,000.00	2,000.00	.0
51-86-623 HEATING FUEL	9,621.82	9,621.82	35,000.00	25,378.18	27.5
51-86-626 WATER/SEWER/GARB	248.77	248.77	600.00	351.23	41.5
51-86-661 VEHICLE MAINT/REPAIR	1,494.38	1,494.38	3,037.00	1,542.62	49.2
51-86-669 OTHER PURCHASED SERVICES	2,135.98	2,135.98	20,000.00	17,864.02	10.7
51-86-683 MINOR EQUIPMENT	44,515.98	44,515.98	125,000.00	80,484.02	35.6
51-86-721 INSURANCE	2,324.00	2,324.00	4,500.00	2,176.00	51.6
51-86-722 INSURANCE-DED EXP & OTHER	.00	.00	5,000.00	5,000.00	.0
51-86-736 LEASED PROPERTY-LIFT STATIONS	12,204.15	12,204.15	10,000.00	(2,204.15)	122.0
51-86-996 ADMIN OVERHEAD-IT SVCS	229.74	229.74	615.00	385.26	37.4
51-86-998 ADMINISTRATIVE OVERHEAD-GF	26,950.00	26,950.00	54,251.00	27,301.00	49.7
TOTAL PIPED SEWER	288,992.40	288,992.40	676,418.00	387,425.60	42.7

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER LAGOON</u>					
51-87-501 SALARIES	17,014.75	17,014.75	54,327.00	37,312.25	31.3
51-87-502 OVERTIME	4,301.22	4,301.22	9,000.00	4,698.78	47.8
51-87-508 LEAVE CASHOUT	637.31	637.31	1,616.00	978.69	39.4
51-87-511 MEDICARE	322.48	322.48	918.00	595.52	35.1
51-87-512 EMPLOYEE GROUP BENEFITS	8,757.65	8,757.65	18,144.00	9,386.35	48.3
51-87-515 UNEMPLOYMENT	.00	.00	1,412.00	1,412.00	.0
51-87-516 WORKERS' COMPENSATION	.00	.00	1,870.00	1,870.00	.0
51-87-518 PERS	4,626.07	4,626.07	13,932.00	9,305.93	33.2
51-87-519 UTILITY BENEFIT	481.70	481.70	3,016.00	2,534.30	16.0
51-87-545 TRAINING/TRAVEL	1,500.00	1,500.00	1,500.00	.00	100.0
51-87-561 SUPPLIES	1,045.80	1,045.80	1,000.00	(45.80)	104.6
51-87-563 WEARING APPAREL	.00	.00	1,200.00	1,200.00	.0
51-87-592 PLUMBING SUPPLIES	.00	.00	2,500.00	2,500.00	.0
51-87-602 GASOLINE	6,334.21	6,334.21	15,000.00	8,665.79	42.2
51-87-650 LAB TESTS (SAMPLES)	.00	.00	12,000.00	12,000.00	.0
51-87-669 OTHER PURCHASED SERVICES	.00	.00	1,000.00	1,000.00	.0
51-87-683 MINOR EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
51-87-721 INSURANCE	154.00	154.00	800.00	646.00	19.3
51-87-727 ADVERTISING	.00	.00	500.00	500.00	.0
51-87-998 ADMINISTRATIVE OVERHEAD-GF	6,722.00	6,722.00	18,700.00	11,978.00	36.0
TOTAL SEWER LAGOON	51,897.19	51,897.19	160,435.00	108,537.81	32.4
TOTAL FUND EXPENDITURES	2,934,542.80	2,934,542.80	5,974,403.00	3,039,860.20	49.1
NET REVENUE OVER EXPENDITURES	952,867.45	952,867.45	800,294.00	(152,573.45)	119.1

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-51-501 SALARIES	198,424.12	198,424.12	331,072.00	132,647.88	59.9
10-51-508 LEAVE CASHOUT	5,377.05	5,377.05	.00	(5,377.05)	.0
10-51-510 SOCIAL SECURITY EXPENSE	.00	.00	434.00	434.00	.0
10-51-511 MEDICARE FICA	2,977.48	2,977.48	4,801.00	1,823.52	62.0
10-51-512 EMPLOYEE GROUP BENEFITS	53,059.43	53,059.43	77,760.00	24,700.57	68.2
10-51-515 UNEMPLOYMENT	.00	.00	2,819.00	2,819.00	.0
10-51-516 WORKERS' COMPENSATION	504.00	504.00	1,252.00	748.00	40.3
10-51-518 PERS	42,864.65	42,864.65	69,756.00	26,891.35	61.5
10-51-519 UTILITY BENEFIT	1,784.76	1,784.76	13,680.00	11,895.24	13.1
10-51-545 TRAINING/TRAVEL	5,404.69	5,404.69	10,000.00	4,595.31	54.1
10-51-561 SUPPLIES	3,368.22	3,368.22	6,700.00	3,331.78	50.3
10-51-602 GASOLINE / DIESEL / OIL	.00	.00	2,000.00	2,000.00	.0
10-51-621 ELECTRICITY	7,805.57	7,805.57	12,000.00	4,194.43	65.1
10-51-622 TELEPHONE	9,731.70	9,731.70	20,000.00	10,268.30	48.7
10-51-623 HEATING FUEL	6,524.04	6,524.04	22,000.00	15,475.96	29.7
10-51-626 WATER/SEWER/GARB/	5,859.24	5,859.24	11,500.00	5,640.76	51.0
10-51-627 STAFF CELLULAR PHONES	264.98	264.98	772.00	507.02	34.3
10-51-642 LEGAL FEES	135.00	135.00	2,000.00	1,865.00	6.8
10-51-646 DRUG TESTING/BCKGRND CKS	4,169.75	4,169.75	9,500.00	5,330.25	43.9
10-51-649 LOBBYIST	19,999.98	19,999.98	20,000.00	.02	100.0
10-51-661 VEHICLE MAINT/REPAIR	2,221.34	2,221.34	1,519.00	(702.34)	146.2
10-51-663 JANITORIAL	9,862.50	9,862.50	11,400.00	1,537.50	86.5
10-51-669 OTHER PURCHASED SERVICES	5,390.40	5,390.40	6,500.00	1,109.60	82.9
10-51-683 MINOR EQUIPMENT	169.99	169.99	2,000.00	1,830.01	8.5
10-51-721 INSURANCE	5,937.00	5,937.00	6,500.00	563.00	91.3
10-51-724 DUES/SUBSCRIPTIONS	200.00	200.00	1,200.00	1,000.00	16.7
10-51-727 ADVERTISING	256.36	256.36	1,000.00	743.64	25.6
10-51-732 EQUIPMENT RENTAL	978.60	978.60	2,000.00	1,021.40	48.9
10-51-733 POSTAGE	2,785.60	2,785.60	10,000.00	7,214.40	27.9
10-51-790 ALLOWANCE SPECIAL EVENTS	3,023.29	3,023.29	10,000.00	6,976.71	30.2
10-51-799 MISCELLANEOUS EXPENSES	221.47	221.47	1,000.00	778.53	22.2
10-51-875 INDIRECT COST RECOVERY	(135,634.00)	(135,634.00)	(282,544.00)	(146,910.00)	(48.0)
10-51-996 ADMIN OVERHEAD-IT SVCS	16,541.60	16,541.60	35,197.00	18,655.40	47.0
TOTAL ADMINISTRATION	280,208.81	280,208.81	423,818.00	143,609.19	66.1
<u>CITY CLERKS OFFICE</u>					
10-52-501 SALARIES	64,343.59	64,343.59	112,243.00	47,899.41	57.3
10-52-502 OVERTIME	280.51	280.51	500.00	219.49	56.1
10-52-510 SOCIAL SECURITY EXPENSE	112.63	112.63	.00	(112.63)	.0
10-52-511 MEDICARE	966.75	966.75	1,635.00	668.25	59.1
10-52-512 EMPLOYEE GROUP BENEFITS	16,891.26	16,891.26	25,920.00	9,028.74	65.2
10-52-515 UNEMPLOYMENT	468.00	468.00	1,270.00	802.00	36.9
10-52-516 WORKERS' COMPENSATION	336.00	336.00	427.00	91.00	78.7
10-52-518 P.E.R.S.	13,817.72	13,817.72	24,804.00	10,986.28	55.7
10-52-519 UTILITY BENEFIT	2,282.00	2,282.00	4,560.00	2,278.00	50.0
10-52-541 TRAVEL/TRAINING-COUNCIL	6,222.64	6,222.64	19,000.00	12,777.36	32.8
10-52-545 TRAINING/TRAVEL-CLERK	3,574.51	3,574.51	4,500.00	925.49	79.4
10-52-561 SUPPLIES-CLERK	1,194.66	1,194.66	2,000.00	805.34	59.7
10-52-562 SUPPLIES-COUNCIL	77.24	77.24	500.00	422.76	15.5

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-52-622 TELEPHONE	72.56	72.56	275.00	202.44	26.4
10-52-627 STAFF CELLULAR PHONES	264.98	264.98	772.00	507.02	34.3
10-52-642 LEGAL FEES	7,880.00	7,880.00	7,900.00	20.00	99.8
10-52-669 OTHER PURCHASE SERVICES	13,270.05	13,270.05	13,100.00	(170.05)	101.3
10-52-682 ELECTION EXPENSES	13,960.45	13,960.45	14,000.00	39.55	99.7
10-52-683 MINOR EQUIPMENT	.00	.00	500.00	500.00	.0
10-52-684 DONATIONS & AWARDS	451.76	451.76	500.00	48.24	90.4
10-52-721 INSURANCE	1,114.00	1,114.00	1,530.00	416.00	72.8
10-52-724 DUES/SUBSCRIPTIONS	310.00	310.00	7,000.00	6,690.00	4.4
10-52-790 ALLOWANCE FOR SPECIAL EVENTS	.00	.00	600.00	600.00	.0
10-52-875 INDRIECT COST RECOVERY	(73,616.00)	(73,616.00)	(131,509.00)	(57,893.00)	(56.0)
10-52-996 ADMIN OVERHEAD-IT SVCS	9,189.77	9,189.77	19,483.00	10,293.23	47.2
TOTAL CITY CLERKS OFFICE	83,465.08	83,465.08	131,510.00	48,044.92	63.5

FINANCE

10-53-501 SALARIES	182,301.16	182,301.16	492,296.00	309,994.84	37.0
10-53-502 OVERTIME	2,354.12	2,354.12	2,000.00	(354.12)	117.7
10-53-508 LEAVE CASHOUT	.00	.00	11,110.00	11,110.00	.0
10-53-510 SOCIAL SECURITY EXPENSE	211.12	211.12	.00	(211.12)	.0
10-53-511 MEDICARE FICA	2,659.41	2,659.41	7,167.00	4,507.59	37.1
10-53-512 EMPLOYEE GROUP BENEFITS	40,243.15	40,243.15	162,000.00	121,756.85	24.8
10-53-515 UNEMPLOYMENT	9,611.92	9,611.92	6,760.00	(2,851.92)	142.2
10-53-516 WORKERS' COMPENSATION	833.00	833.00	1,870.00	1,037.00	44.6
10-53-518 PERS	37,148.65	37,148.65	108,745.00	71,596.35	34.2
10-53-519 UTILITY BENEFIT	5,969.40	5,969.40	28,500.00	22,530.60	21.0
10-53-520 RELOCATION EXPENSES	6,952.89	6,952.89	10,000.00	3,047.11	69.5
10-53-545 TRAINING/TRAVEL	18,951.05	18,951.05	13,200.00	(5,751.05)	143.6
10-53-561 SUPPLIES	3,223.98	3,223.98	8,000.00	4,776.02	40.3
10-53-602 GASOLINE	418.92	418.92	500.00	81.08	83.8
10-53-627 STAFF CELLULAR PHONES	264.97	264.97	772.00	507.03	34.3
10-53-640 SALES TAX AUDITS	.00	.00	15,000.00	15,000.00	.0
10-53-641 AUDITING EXPENSE	20,054.25	20,054.25	65,400.00	45,345.75	30.7
10-53-648 ADMIN-OUTSOURCED SERVICES	10,286.00	10,286.00	22,243.00	11,957.00	46.2
10-53-649 OTHER PROFESSIONAL SVS	88,882.90	88,882.90	10,000.00	(78,882.90)	888.8
10-53-661 VEHICLE MAINT/REPAIRS	800.62	800.62	1,519.00	718.38	52.7
10-53-668 HARDWARE/SOFTWARE SUP/669	14,762.50	14,762.50	25,848.00	11,085.50	57.1
10-53-683 MINOR EQUIPMENT	624.01	624.01	1,500.00	875.99	41.6
10-53-693 CASELLE UPGRADE	.00	.00	6,500.00	6,500.00	.0
10-53-721 INSURANCE	7,541.00	7,541.00	5,300.00	(2,241.00)	142.3
10-53-723 CITY ACCT CLEANUP ADJUSTMENTS	4,624.26	4,624.26	8,605.00	3,980.74	53.7
10-53-724 DUES/SUBSCRIPTIONS	30.00	30.00	1,500.00	1,470.00	2.0
10-53-727 ADVERTISING	.00	.00	400.00	400.00	.0
10-53-736 BANK CHARGES	19,150.73	19,150.73	35,343.00	16,192.27	54.2
10-53-875 INDIRECT COST RECOVERY	(232,137.00)	(232,137.00)	(543,142.00)	(311,005.00)	(42.7)
10-53-996 ADMIN OVERHEAD-IT SVCS	16,082.11	16,082.11	34,206.00	18,123.89	47.0
TOTAL FINANCE	261,845.12	261,845.12	543,142.00	281,296.88	48.2

PLANNING

10-54-501 SALARIES	80,972.33	80,972.33	131,535.00	50,562.67	61.6
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CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-54-508 LEAVE CASHOUT	.00	.00	2,473.00	2,473.00	.0
10-54-511 MEDICARE FICA	1,176.58	1,176.58	1,907.00	730.42	61.7
10-54-512 EMPLOYEE GROUP BENEFITS	29,830.68	29,830.68	51,840.00	22,009.32	57.5
10-54-515 UNEMPLOYMENT	.00	.00	1,831.00	1,831.00	.0
10-54-516 WORKERS' COMPENSATION	336.00	336.00	498.00	162.00	67.5
10-54-518 PERS	15,303.03	15,303.03	28,938.00	13,634.97	52.9
10-54-519 UTILITY BENEFIT	941.29	941.29	9,120.00	8,178.71	10.3
10-54-545 TRAINING/TRAVEL	2,442.01	2,442.01	8,420.00	5,977.99	29.0
10-54-561 SUPPLIES	2,598.84	2,598.84	3,900.00	1,301.16	66.6
10-54-602 GASOLINE	393.40	393.40	1,800.00	1,406.60	21.9
10-54-621 ELECTRICITY	507.60	507.60	1,811.00	1,303.40	28.0
10-54-622 TELEPHONE	40.12	40.12	1,700.00	1,659.88	2.4
10-54-623 HEATING FUEL	1,256.12	1,256.12	8,000.00	6,743.88	15.7
10-54-626 WATER/SEWER/GARBAGE	639.73	639.73	1,000.00	360.27	64.0
10-54-627 STAFF CELLULAR PHONES	403.97	403.97	772.00	368.03	52.3
10-54-648 CODE ENFORCEMENT ACTIVITIES	.00	.00	1,500.00	1,500.00	.0
10-54-649 OTHER PROFESSIONAL FEES	21,924.15	21,924.15	60,000.00	38,075.85	36.5
10-54-661 VEHICLE MAINT/REPAIRS	938.01	938.01	1,519.00	580.99	61.8
10-54-669 PROFESSIONAL SERVICES	2,555.00	2,555.00	3,060.00	505.00	83.5
10-54-683 MINOR EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
10-54-721 INSURANCE	1,085.00	1,085.00	1,500.00	415.00	72.3
10-54-727 ADVERTISING	1,063.90	1,063.90	1,000.00	(63.90)	106.4
10-54-996 ADMIN OVERHEAD-IT SVCS	8,500.55	8,500.55	18,253.00	9,752.45	46.6
TOTAL PLANNING	172,908.31	172,908.31	343,377.00	170,468.69	50.4

TECHNOLOGY DEPARTMENTS

10-55-501 SALARIES	49,715.70	49,715.70	86,174.00	36,458.30	57.7
10-55-511 MEDICARE FICA	755.72	755.72	1,250.00	494.28	60.5
10-55-512 EMPLOYEE GROUP BENEFITS	7,216.07	7,216.07	25,920.00	18,703.93	27.8
10-55-515 UNEMPLOYMENT	.00	.00	888.00	888.00	.0
10-55-516 WORKERS' COMPENSATION	168.00	168.00	326.00	158.00	51.5
10-55-518 PERS	10,937.40	10,937.40	18,958.00	8,020.60	57.7
10-55-519 UTILITY BENEFIT	2,282.00	2,282.00	4,560.00	2,278.00	50.0
10-55-561 SUPPLIES	2,555.52	2,555.52	4,500.00	1,944.48	56.8
10-55-602 GASOLINE	520.10	520.10	2,000.00	1,479.90	26.0
10-55-622 TELEPHONE	.00	.00	600.00	600.00	.0
10-55-627 STAFF CELLULAR PHONES	2,109.95	2,109.95	5,299.00	3,189.05	39.8
10-55-649 OTHER PROFESSIONAL SERVICES	76,348.80	76,348.80	85,000.00	8,651.20	89.8
10-55-661 VEHICLE MAINT/REPAIRS	654.27	654.27	1,519.00	864.73	43.1
10-55-667 CONNECTIVITY SERVICES	120,163.62	120,163.62	245,000.00	124,836.38	49.1
10-55-668 SOFTWARE/SUPPORT	13,057.91	13,057.91	50,000.00	36,942.09	26.1
10-55-683 MINOR EQUIPMENT	28,336.02	28,336.02	10,000.00	(18,336.02)	283.4
10-55-721 INSURANCE	847.00	847.00	.00	(847.00)	.0
10-55-732 EQUIPMENT RENTAL	41,257.60	41,257.60	120,000.00	78,742.40	34.4
10-55-799 MISCELLANEOUS EXPENSES	44.25	44.25	1,000.00	955.75	4.4
10-55-875 INDIRECT COST RECOVERY	(229,744.46)	(229,744.46)	(490,432.00)	(260,687.54)	(46.9)
10-55-996 ADMIN OVERHEAD-IT SVCS	27,109.84	27,109.84	57,863.00	30,753.16	46.9
TOTAL TECHNOLOGY DEPARTMENTS	154,335.31	154,335.31	230,425.00	76,089.69	67.0

CITY ATTORNEY'S OFFICE

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-56-501 SALARIES	73,831.80	73,831.80	128,000.00	54,168.20	57.7
10-56-508 LEAVE CASHOUT	.00	.00	6,400.00	6,400.00	.0
10-56-511 MEDICARE	1,074.22	1,074.22	1,856.00	781.78	57.9
10-56-512 EMPLOYEE GROUP BENEFITS	14,240.34	14,240.34	25,920.00	11,679.66	54.9
10-56-515 UNEMPLOYMENT	.00	.00	888.00	888.00	.0
10-56-516 WORKERS' COMPENSATION	168.00	168.00	484.00	316.00	34.7
10-56-518 PERS	16,243.03	16,243.03	28,160.00	11,916.97	57.7
10-56-519 UTILITY BENEFIT	766.40	766.40	4,560.00	3,793.60	16.8
10-56-545 TRANING/TRAVEL	2,436.94	2,436.94	6,500.00	4,063.06	37.5
10-56-561 SUPPLIES	765.92	765.92	800.00	34.08	95.7
10-56-627 STAFF CELLULAR PHONES	264.98	264.98	772.00	507.02	34.3
10-56-642 LEGAL FEES	20,928.47	20,928.47	20,000.00	(928.47)	104.6
10-56-669 OTHER PURCHASED SERVICES	5,772.96	5,772.96	7,000.00	1,227.04	82.5
10-56-721 INSURANCE	679.00	679.00	700.00	21.00	97.0
10-56-724 DUES AND SUBSCRIPTIONS	1,500.00	1,500.00	1,500.00	.00	100.0
10-56-799 MISCELLANEOUS EXPENSE	500.00	500.00	500.00	.00	100.0
10-56-875 INDIRECT COST RECOVERY	(29,283.00)	(29,283.00)	(50,003.00)	(20,720.00)	(58.6)
10-56-996 ADMIN OVERHEAD-IT SVCS	7,581.57	7,581.57	15,974.00	8,392.43	47.5
TOTAL CITY ATTORNEY'S OFFICE	117,470.63	117,470.63	200,011.00	82,540.37	58.7

FIRE DEPARTMENT

10-60-501 SALARIES	286,666.06	286,666.06	517,228.00	230,561.94	55.4
10-60-502 FLSA OVERTIME	24,623.04	24,623.04	45,000.00	20,376.96	54.7
10-60-506 CALL BACK OVERTIME	21,141.07	21,141.07	37,000.00	15,858.93	57.1
10-60-508 LEAVE CASHOUT	.00	.00	19,251.00	19,251.00	.0
10-60-510 SOCIAL SECURITY EXPENSE	943.00	943.00	1,769.00	826.00	53.3
10-60-511 MEDICARE FICA	5,079.19	5,079.19	8,689.00	3,609.81	58.5
10-60-512 EMPLOYEE GROUP BENEFITS	97,622.03	97,622.03	207,360.00	109,737.97	47.1
10-60-515 UNEMPLOYMENT	.00	.00	7,100.00	7,100.00	.0
10-60-516 WORKERS' COMPENSATION	12,152.00	12,152.00	34,033.00	21,881.00	35.7
10-60-518 PERS	69,020.63	69,020.63	131,830.00	62,809.37	52.4
10-60-519 UTILITY BENEFIT	15,758.80	15,758.80	36,480.00	20,721.20	43.2
10-60-545 TRAINING/TRAVEL	1,719.50	1,719.50	10,750.00	9,030.50	16.0
10-60-561 SUPPLIES	14,966.93	14,966.93	22,500.00	7,533.07	66.5
10-60-563 WEARING APPAREL	3,988.96	3,988.96	8,266.00	4,277.04	48.3
10-60-567 FIRE PREVENTION PROGRAM	1,659.22	1,659.22	5,200.00	3,540.78	31.9
10-60-600 VEHICLE MT. (PARTS & TOOLS)	.00	.00	3,200.00	3,200.00	.0
10-60-601 VEHICLE MT. (PARTS & TOOLS)	6,824.18	6,824.18	19,250.00	12,425.82	35.5
10-60-602 GASOLINE/DIESEL/OIL	5,863.42	5,863.42	12,000.00	6,136.58	48.9
10-60-621 ELECTRICITY	7,792.58	7,792.58	12,355.00	4,562.42	63.1
10-60-622 TELEPHONE	1,103.69	1,103.69	6,000.00	4,896.31	18.4
10-60-623 HEATING FUEL	9,162.70	9,162.70	25,000.00	15,837.30	36.7
10-60-626 WATER/SEWER/GARBAGE	4,736.32	4,736.32	6,875.00	2,138.68	68.9
10-60-627 STAFF CELLULAR PHONES	953.23	953.23	3,088.00	2,134.77	30.9
10-60-647 COLLECTION/SMALL CLAIMS	10,400.00	10,400.00	31,200.00	20,800.00	33.3
10-60-660 VEHICLE MAINT SERVICES	.00	.00	16,440.00	16,440.00	.0
10-60-661 VEHICLE MAINT/REPAIRS	4,056.06	4,056.06	10,125.00	6,068.94	40.1
10-60-662 PROPERTY MAINT	6,762.38	6,762.38	19,600.00	12,837.62	34.5
10-60-669 OTHER PURCHASED SERVICES	6,771.89	6,771.89	22,500.00	15,728.11	30.1
10-60-683 MINOR EQUIPMENT	922.95	922.95	5,800.00	4,877.05	15.9
10-60-721 INSURANCE	29,650.22	29,650.22	16,290.00	(13,360.22)	182.0

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-60-724 DUES/SUBSCRIPTIONS	2,965.00	2,965.00	2,965.00	.00	100.0
10-60-727 ADVERTISING	575.00	575.00	1,500.00	925.00	38.3
10-60-799 MISCELLANEOUS EXPENSES	110.04	110.04	1,000.00	889.96	11.0
10-60-996 ADMIN OVERHEAD-IT SVCS	10,568.25	10,568.25	22,374.00	11,805.75	47.2
TOTAL FIRE DEPARTMENT	664,558.34	664,558.34	1,330,018.00	665,459.66	50.0

POLICE

10-61-501 SALARIES	710,480.54	710,480.54	1,297,447.00	586,966.46	54.8
10-61-502 OVERTIME	121,753.71	121,753.71	164,309.00	42,555.29	74.1
10-61-508 LEAVE CASHOUT	5,558.70	5,558.70	25,000.00	19,441.30	22.2
10-61-511 MEDICARE	12,519.18	12,519.18	21,195.00	8,675.82	59.1
10-61-512 GROUP HEALTH INSURANCE	248,571.70	248,571.70	518,400.00	269,828.30	48.0
10-61-515 UNEMPLOYMENT	.00	.00	17,751.00	17,751.00	.0
10-61-516 WORKERS' COMPENSATION	19,467.00	19,467.00	45,452.00	25,985.00	42.8
10-61-518 PERS	161,668.93	161,668.93	321,586.00	159,917.07	50.3
10-61-519 UTILITY BENEFIT	18,347.76	18,347.76	91,200.00	72,852.24	20.1
10-61-520 RELOCATION COSTS	2,749.63	2,749.63	7,000.00	4,250.37	39.3
10-61-545 TRAINING/TRAVEL	19,938.57	19,938.57	35,000.00	15,061.43	57.0
10-61-561 SUPPLIES	10,663.85	10,663.85	25,500.00	14,836.15	41.8
10-61-563 EMPLOYEE WEARING APPAREL	6,690.90	6,690.90	21,250.00	14,559.10	31.5
10-61-602 GASOLINE/DIESEL/OIL	16,880.34	16,880.34	47,000.00	30,119.66	35.9
10-61-621 ELECTRICITY	19,088.29	19,088.29	30,000.00	10,911.71	63.6
10-61-622 TELEPHONE	10,817.98	10,817.98	20,500.00	9,682.02	52.8
10-61-623 HEATING FUEL	9,884.67	9,884.67	25,000.00	15,115.33	39.5
10-61-626 WATER/SEWER/GARBAGE	4,156.92	4,156.92	10,000.00	5,843.08	41.6
10-61-627 STAFF CELLULAR PHONES	2,353.64	2,353.64	6,175.00	3,821.36	38.1
10-61-660 VEHICLE MAINT SERVICES	77.35	77.35	5,000.00	4,922.65	1.6
10-61-661 VEHICLE MAINT/REPAIR	8,218.81	8,218.81	20,250.00	12,031.19	40.6
10-61-668 SART EXAMS	4,486.35	4,486.35	7,500.00	3,013.65	59.8
10-61-669 OTHER PURCHASED SERVICES	21,957.94	21,957.94	25,000.00	3,042.06	87.8
10-61-683 MINOR EQUIPMENT	10,046.96	10,046.96	42,500.00	32,453.04	23.6
10-61-721 INSURANCE	73,866.41	73,866.41	85,000.00	11,133.59	86.9
10-61-722 INSURANCE-DED EXP & OTHER	10.00	10.00	20,000.00	19,990.00	.1
10-61-996 ADMIN OVERHEAD-IT SVCS	31,015.32	31,015.32	66,280.00	35,264.68	46.8
TOTAL POLICE	1,551,271.45	1,551,271.45	3,001,295.00	1,450,023.55	51.7

PUBLIC WORKS-ADMIN

10-65-501 SALARIES	42,466.02	42,466.02	64,609.00	22,142.98	65.7
10-65-502 OVERTIME	1,558.39	1,558.39	3,000.00	1,441.61	52.0
10-65-508 LEAVE CASHOUT	.00	.00	2,413.00	2,413.00	.0
10-65-511 MEDICARE FICA	645.64	645.64	980.00	334.36	65.9
10-65-512 EMPLOYEE GROUP BENEFITS	2,405.23	2,405.23	29,808.00	27,402.77	8.1
10-65-515 UNEMPLOYMENT	4,420.97	4,420.97	1,021.00	3,399.97	433.0
10-65-516 WORKERS' COMPENSATION	336.00	336.00	256.00	80.00	131.3
10-65-518 PERS	9,441.73	9,441.73	14,874.00	5,432.27	63.5
10-65-519 UTILITY BENEFIT	766.40	766.40	5,244.00	4,477.60	14.6
10-65-545 TRAINING/TRAVEL	4,383.70	4,383.70	5,000.00	616.30	87.7
10-65-561 SUPPLIES	358.13	358.13	2,500.00	2,141.87	14.3
10-65-602 GASOLINE/DIESEL/OIL	85.63	85.63	6,500.00	6,414.37	1.3

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-65-621 ELECTRICITY	1,179.53	1,179.53	1,810.00	630.47	65.2
10-65-622 TELEPHONE	91.62	91.62	3,750.00	3,658.38	2.4
10-65-623 HEATING FUEL	5,040.13	5,040.13	8,000.00	2,959.87	63.0
10-65-626 WATER/SEWER/GARBAGE	639.73	639.73	1,233.00	593.27	51.9
10-65-627 STAFF CELLULAR PHONES	229.40	229.40	3,088.00	2,858.60	7.4
10-65-661 VEHICLE MAINT/REPAIRS	1,129.06	1,129.06	3,037.00	1,907.94	37.2
10-65-721 INSURANCE	875.00	875.00	4,860.00	3,985.00	18.0
10-65-724 DUES/SUBSCRIPTIONS	383.98	383.98	500.00	116.02	76.8
10-65-799 MISCELLANEOUS EXPENSES	375.00	375.00	500.00	125.00	75.0
10-65-996 ADMIN OVERHEAD-IT SVCS	8,500.55	8,500.55	18,253.00	9,752.45	46.6
TOTAL PUBLIC WORKS-ADMIN	85,311.84	85,311.84	181,236.00	95,924.16	47.1

PW-STREETS & ROADS

10-66-501 SALARIES	217,070.14	217,070.14	363,756.00	146,685.86	59.7
10-66-502 OVERTIME	11,251.75	11,251.75	20,000.00	8,748.25	56.3
10-66-508 LEAVE CASHOUT	.00	.00	18,915.00	18,915.00	.0
10-66-511 MEDICARE FICA	3,438.36	3,438.36	5,564.00	2,125.64	61.8
10-66-512 EMPLOYEE GROUP BENEFITS	81,043.89	81,043.89	137,376.00	56,332.11	59.0
10-66-515 UNEMPLOYMENT	.00	.00	4,745.00	4,745.00	.0
10-66-516 WORKERS' COMPENSATION	6,741.00	6,741.00	16,181.00	9,440.00	41.7
10-66-518 PERS	47,307.81	47,307.81	84,426.00	37,118.19	56.0
10-66-519 UTILITY BENEFIT	8,377.90	8,377.90	24,168.00	15,790.10	34.7
10-66-545 TRAINING/TRAVEL	.00	.00	1,000.00	1,000.00	.0
10-66-561 SUPPLIES	981.95	981.95	1,000.00	18.05	98.2
10-66-562 SIGNS	.00	.00	2,800.00	2,800.00	.0
10-66-563 WEARING APPAREL	321.70	321.70	1,500.00	1,178.30	21.5
10-66-567 CALCIUM CHLORIDE	49,243.68	49,243.68	50,000.00	756.32	98.5
10-66-576 SALT	49,497.04	49,497.04	50,000.00	502.96	99.0
10-66-600 TIRES & WHEELS	5,241.77	5,241.77	18,000.00	12,758.23	29.1
10-66-601 VEHICLE MT. (PARTS & TOOLS)	.00	.00	500.00	500.00	.0
10-66-602 GASOLINE/DIESEL/OIL	34,224.38	34,224.38	60,000.00	25,775.62	57.0
10-66-620 ELECTRICITY (STREET LTS)	23,408.57	23,408.57	50,000.00	26,591.43	46.8
10-66-621 ELECTRICITY	1,865.85	1,865.85	2,500.00	634.15	74.6
10-66-622 TELEPHONE	20.06	20.06	650.00	629.94	3.1
10-66-623 HEATING FUEL	1,504.39	1,504.39	10,000.00	8,495.61	15.0
10-66-626 WATER/SEWER/GARBAGE	1,759.36	1,759.36	4,500.00	2,740.64	39.1
10-66-627 STAFF CELLULAR PHONES	597.80	597.80	1,544.00	946.20	38.7
10-66-647 STREET LIGHT MT & POLE RENTAL	.00	.00	19,000.00	19,000.00	.0
10-66-661 VEHICLE MAINT/REPAIR	97,140.67	97,140.67	151,872.00	54,731.33	64.0
10-66-669 OTHER PURCHASED SERVICES	1,400.00	1,400.00	1,500.00	100.00	93.3
10-66-683 MINOR EQUIPMENT	1,244.78	1,244.78	3,000.00	1,755.22	41.5
10-66-690 CAPITAL EXPENDITURES	.00	.00	90,692.00	90,692.00	.0
10-66-721 INSURANCE	12,096.00	12,096.00	19,400.00	7,304.00	62.4
10-66-727 ADVERTISING	69.72	69.72	200.00	130.28	34.9
10-66-771 GRAVEL (WAS #578)	144,247.80	144,247.80	144,000.00	(247.80)	100.2
10-66-772 CULVERTS 18"	18,674.91	18,674.91	18,000.00	(674.91)	103.8
10-66-773 RIDGECREST DRIVE	.00	.00	254,000.00	254,000.00	.0
10-66-799 MISCELLANEOUS EXPENSES	15.00	15.00	500.00	485.00	3.0
10-66-996 ADMIN OVERHEAD-IT SVCS	7,581.57	7,581.57	15,974.00	8,392.43	47.5
TOTAL PW-STREETS & ROADS	826,367.85	826,367.85	1,647,263.00	820,895.15	50.2

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROPERTY MAINTENANCE</u>					
10-70-501 SALARIES	143,465.91	143,465.91	327,040.00	183,574.09	43.9
10-70-502 OVERTIME	22,405.32	22,405.32	20,000.00	(2,405.32)	112.0
10-70-508 LEAVE CASHOUT	.00	.00	14,792.00	14,792.00	.0
10-70-510 SOCIAL SECURITY EXPENSE	291.40	291.40	1,596.00	1,304.60	18.3
10-70-511 MEDICARE FICA	2,480.71	2,480.71	5,032.00	2,551.29	49.3
10-70-512 EMPLOYEE GROUP BENEFITS	64,986.73	64,986.73	130,896.00	65,909.27	49.7
10-70-515 UNEMPLOYMENT	.00	.00	4,480.00	4,480.00	.0
10-70-516 WORKERS' COMPENSATION	8,477.00	8,477.00	15,690.00	7,213.00	54.0
10-70-518 PERS	31,615.21	31,615.21	70,685.00	39,069.79	44.7
10-70-519 UTILITY BENEFIT	11,053.90	11,053.90	23,028.00	11,974.10	48.0
10-70-545 TRAINING/TRAVEL	263.95	263.95	3,000.00	2,736.05	8.8
10-70-561 SUPPLIES	1,180.55	1,180.55	1,000.00	(180.55)	118.1
10-70-562 MATERIALS	964.35	964.35	1,000.00	35.65	96.4
10-70-563 WEARING APPAREL	2,363.79	2,363.79	2,000.00	(363.79)	118.2
10-70-566 CLEANUP GREENUP SUPPLIES	.00	.00	600.00	600.00	.0
10-70-580 BOILER EXPENSE	7,122.70	7,122.70	15,000.00	7,877.30	47.5
10-70-590 GLYCOL SUPPLIES	.00	.00	6,000.00	6,000.00	.0
10-70-591 CARPENTRY EXPENSE	2,936.95	2,936.95	10,000.00	7,063.05	29.4
10-70-592 PLUMBING SUPPLIES	1,204.15	1,204.15	8,000.00	6,795.85	15.1
10-70-593 ELECTRICAL SUPPLIES	5,140.11	5,140.11	27,500.00	22,359.89	18.7
10-70-594 PAINT SUPPLIES	96.83	96.83	2,500.00	2,403.17	3.9
10-70-595 BOARDWALK REPAIR SUPPLIES	.00	.00	3,000.00	3,000.00	.0
10-70-602 GASOLINE/DIESEL/OIL	3,081.42	3,081.42	12,000.00	8,918.58	25.7
10-70-621 ELECTRICITY	7,192.59	7,192.59	12,000.00	4,807.41	59.9
10-70-622 TELEPHONE	2.97	2.97	.00	(2.97)	.0
10-70-623 HEATING FUEL	13,469.50	13,469.50	40,000.00	26,530.50	33.7
10-70-626 WATER/SEWER/GARBAGE	8,593.05	8,593.05	17,400.00	8,806.95	49.4
10-70-627 STAFF CELLULAR PHONES	494.42	494.42	772.00	277.58	64.0
10-70-661 VEHICLE MAINT/REPAIR	2,702.45	2,702.45	6,075.00	3,372.55	44.5
10-70-662 WIND TURBINE CONTRACT	.00	.00	5,300.00	5,300.00	.0
10-70-668 PARKS MAINTENANCE	391.30	391.30	17,500.00	17,108.70	2.2
10-70-669 OTHER PURCHASED SERVICES	15,475.02	15,475.02	45,000.00	29,524.98	34.4
10-70-683 MINOR EQUIPMENT	2,576.36	2,576.36	5,000.00	2,423.64	51.5
10-70-721 INSURANCE	4,228.00	4,228.00	8,550.00	4,322.00	49.5
10-70-776 4TH OF JULY	.00	.00	2,000.00	2,000.00	.0
10-70-996 ADMIN OVERHEAD-IT SVCS	15,392.90	15,392.90	32,869.00	17,476.10	46.8
TOTAL PROPERTY MAINTENANCE	379,649.54	379,649.54	897,305.00	517,655.46	42.3
<u>COMMUNITY SERVICE</u>					
10-72-745 LIBRARY CONTRIBUTION	94,800.00	94,800.00	67,600.00	(27,200.00)	140.2
10-72-760 COMMUNITY ACTION GRANT	.00	.00	10,000.00	10,000.00	.0
10-72-798 UAF 4-H CONTRIBUTION	56,000.00	56,000.00	112,000.00	56,000.00	50.0
TOTAL COMMUNITY SERVICE	150,800.00	150,800.00	189,600.00	38,800.00	79.5
<u>IN KIND MATCH & TRANSFERS</u>					
10-73-550 CASH XFER POOL F40- SALES TAX	218,856.00	218,856.00	562,999.00	344,143.00	38.9

CITY OF BETHEL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-73-551 CASH XFER POOL F40- ALCO TAX	13,366.00	13,366.00	25,396.00	12,030.00	52.6
10-73-622 CASH XFER- FUND	.00	.00	80,580.00	80,580.00	.0
TOTAL IN KIND MATCH & TRANSFERS	232,222.00	232,222.00	668,975.00	436,753.00	34.7
TOTAL FUND EXPENDITURES	4,960,414.28	4,960,414.28	9,787,975.00	4,827,560.72	50.7
NET REVENUE OVER EXPENDITURES	(4,960,414.28)	(4,960,414.28)	(9,787,975.00)	(4,827,560.72)	(50.7)

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

COMMUNITY SERVICE PATROL GRANT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CSP PROGRAM</u>					
27-50-501 SALARIES	68,672.83	68,672.83	146,790.00	78,117.17	46.8
27-50-502 OVERTIME	3,610.85	3,610.85	6,000.00	2,389.15	60.2
27-50-508 LEAVE CASHOUT	.00	.00	6,924.00	6,924.00	.0
27-50-511 MEDICARE FICA	1,048.13	1,048.13	2,215.00	1,166.87	47.3
27-50-512 EMPLOYEE GROUP BENEFITS	15,422.53	15,422.53	77,760.00	62,337.47	19.8
27-50-515 UNEMPLOYMENT	.00	.00	2,663.00	2,663.00	.0
27-50-516 WORKMEN'S COMP	2,289.00	2,289.00	4,751.00	2,462.00	48.2
27-50-518 PERS	15,902.41	15,902.41	33,614.00	17,711.59	47.3
27-50-519 UTILITY BENEFIT	.00	.00	13,680.00	13,680.00	.0
27-50-563 WEARING APPAREL	251.78	251.78	813.00	561.22	31.0
27-50-570 IN-KIND EXPENSES	(8,077.00)	(8,077.00)	.00	8,077.00	.0
27-50-602 GASOLINE / DIESEL / OIL	93.19	93.19	9,000.00	8,906.81	1.0
27-50-649 PROFESSIONAL SERVICES	108.34	108.34	7,500.00	7,391.66	1.4
27-50-683 MINOR EQUIPMENT	.00	.00	6,000.00	6,000.00	.0
27-50-721 INSURANCE	1,029.00	1,029.00	9,412.00	8,383.00	10.9
TOTAL CSP PROGRAM	100,351.06	100,351.06	327,122.00	226,770.94	30.7
TOTAL FUND EXPENDITURES	100,351.06	100,351.06	327,122.00	226,770.94	30.7
NET REVENUE OVER EXPENDITURES	(100,351.06)	(100,351.06)	(327,122.00)	(226,770.94)	(30.7)

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

E-911 SYSTEM/SURCHARGE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>E-911 SERVICES</u>					
41-50-501 SALARIES	32,332.50	32,332.50	46,160.00	13,827.50	70.0
41-50-502 OVERTIME	1,411.68	1,411.68	.00 (1,411.68)	.0
41-50-508 LEAVE CASHOUT	.00	.00	2,308.00	2,308.00	.0
41-50-511 MEDICARE FICA	563.80	563.80	669.00	105.20	84.3
41-50-512 EMPLOYEE GROUP BENEFITS	14,632.67	14,632.67	25,920.00	11,287.33	56.5
41-50-515 UNEMPLOYMENT	.00	.00	888.00	888.00	.0
41-50-516 WORKERS' COMPENSATION	707.00	707.00	175.00 (532.00)	404.0
41-50-518 PERS	8,239.53	8,239.53	10,155.00	1,915.47	81.1
41-50-519 UTILITY BENEFIT	2,498.55	2,498.55	4,560.00	2,061.45	54.8
41-50-622 911 PHONE LINES	947.11	947.11	.00 (947.11)	.0
41-50-649 OTHER PROFESSIONAL SRVS	35,664.39	35,664.39	35,500.00 (164.39)	100.5
41-50-669 OTHER PURCHASED SERVICES	.00	.00	5,000.00	5,000.00	.0
41-50-721 INSURANCE	721.00	721.00	1,000.00	279.00	72.1
41-50-732 RENTS & LEASES	2,400.00	2,400.00	4,800.00	2,400.00	50.0
TOTAL E-911 SERVICES	100,118.23	100,118.23	137,135.00	37,016.77	73.0
TOTAL FUND EXPENDITURES	100,118.23	100,118.23	137,135.00	37,016.77	73.0
NET REVENUE OVER EXPENDITURES	(100,118.23)	(100,118.23)	(137,135.00)	(37,016.77)	(73.0)

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

SOLID WASTE SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HAULED REFUSE</u>					
50-70-501 SALARIES	57,883.07	57,883.07	107,205.00	49,321.93	54.0
50-70-502 OVERTIME	3,433.15	3,433.15	10,000.00	6,566.85	34.3
50-70-508 LEAVE CASHOUT	.00	.00	5,088.00	5,088.00	.0
50-70-511 MEDICARE FICA	902.46	902.46	1,699.00	796.54	53.1
50-70-512 EMPLOYEE GROUP BENEFITS	16,159.52	16,159.52	42,768.00	26,608.48	37.8
50-70-515 UNEMPLOYMENT	.00	.00	2,011.00	2,011.00	.0
50-70-516 WORKERS' COMPENSATION	2,779.00	2,779.00	8,175.00	5,396.00	34.0
50-70-518 PERS	13,403.73	13,403.73	25,785.00	12,381.27	52.0
50-70-519 UTILITY BENEFIT	897.90	897.90	7,524.00	6,626.10	11.9
50-70-545 TRAINING/TRAVEL	.00	.00	500.00	500.00	.0
50-70-561 SUPPLIES	494.92	494.92	500.00	5.08	99.0
50-70-563 WEARING APPAREL	239.52	239.52	600.00	360.48	39.9
50-70-600 TIRES & WHEELS	6,541.21	6,541.21	8,000.00	1,458.79	81.8
50-70-602 GASOLINE / DIESEL / OIL	7,436.72	7,436.72	18,000.00	10,563.28	41.3
50-70-661 VEHICLE MAINT/REPAIRS	22,402.77	22,402.77	75,936.00	53,533.23	29.5
50-70-669 OTHER PURCHASED SERVICES	27.99	27.99	3,000.00	2,972.01	.9
50-70-683 MINOR EQUIPMENT	8,850.00	8,850.00	40,000.00	31,150.00	22.1
50-70-721 INSURANCE	2,205.00	2,205.00	8,700.00	6,495.00	25.3
50-70-738 BAD DEBTS EXPENSE	.00	.00	3,000.00	3,000.00	.0
50-70-799 MISCELLANEOUS EXPENSES	30.00	30.00	800.00	770.00	3.8
50-70-997 ADMIN OVERHEAD-UTIL BILLING	.00	.00	31,898.00	31,898.00	.0
50-70-998 ADMINISTRATIVE OVERHEAD-GF	18,008.00	18,008.00	37,722.00	19,714.00	47.7
TOTAL HAULED REFUSE	161,694.96	161,694.96	438,911.00	277,216.04	36.8
<u>LANDFILL OPERATIONS</u>					
50-71-501 SALARIES	78,299.06	78,299.06	134,599.00	56,299.94	58.2
50-71-502 OVERTIME	7,687.33	7,687.33	10,000.00	2,312.67	76.9
50-71-508 LEAVE CASHOUT	.00	.00	6,457.00	6,457.00	.0
50-71-511 MEDICARE FICA	1,260.16	1,260.16	2,097.00	836.84	60.1
50-71-512 EMPLOYEE GROUP BENEFITS	28,038.95	28,038.95	58,320.00	30,281.05	48.1
50-71-515 UNEMPLOYMENT	.00	.00	1,728.00	1,728.00	.0
50-71-516 WORKERS' COMPENSATION	2,254.00	2,254.00	4,976.00	2,722.00	45.3
50-71-518 PERS	18,520.14	18,520.14	31,812.00	13,291.86	58.2
50-71-519 UTILITY BENEFIT	1,010.70	1,010.70	10,260.00	9,249.30	9.9
50-71-545 TRAINING/TRAVEL	.00	.00	3,000.00	3,000.00	.0
50-71-561 SUPPLIES	1,514.33	1,514.33	2,000.00	485.67	75.7
50-71-563 WEARING APPAREL	441.32	441.32	1,000.00	558.68	44.1
50-71-602 GASOLINE / DIESEL / OIL	5,198.76	5,198.76	25,000.00	19,801.24	20.8
50-71-621 ELECTRICITY	1,499.38	1,499.38	2,000.00	500.62	75.0
50-71-622 TELEPHONE	.00	.00	2,000.00	2,000.00	.0
50-71-623 HEATING FUEL	996.99	996.99	3,000.00	2,003.01	33.2
50-71-627 STAFF CELLULAR PHONES	46.31	46.31	.00	(46.31)	.0
50-71-649 ENGINEERING SERVICES	.00	.00	60,000.00	60,000.00	.0
50-71-650 LAB TESTS	.00	.00	12,000.00	12,000.00	.0
50-71-661 VEHICLE MAINT/REPAIRS	34,222.04	34,222.04	76,667.00	42,444.96	44.6
50-71-669 OTHER PURCHASED SERVICES	86.90	86.90	1,000.00	913.10	8.7
50-71-683 MINOR EQUIPMENT	265.56	265.56	5,000.00	4,734.44	5.3
50-71-721 INSURANCE	2,821.76	2,821.76	3,900.00	1,078.24	72.4
50-71-727 ADVERTISING	.00	.00	250.00	250.00	.0

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

SOLID WASTE SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
50-71-738 BAD DEBT EXPENSE	.00	.00	500.00	500.00	.0
50-71-996 ADMIN OVERHEAD-IT SVCS	8,041.04	8,041.04	17,181.00	9,139.96	46.8
50-71-998 ADMINISTRATIVE OVERHEAD-GF	24,249.00	24,249.00	46,691.00	22,442.00	51.9
TOTAL LANDFILL OPERATIONS	216,453.73	216,453.73	521,438.00	304,984.27	41.5
RECYCLING OPERATIONS					
50-72-621 ELECTRICITY	23.87	23.87	.00	(23.87)	.0
TOTAL RECYCLING OPERATIONS	23.87	23.87	.00	(23.87)	.0
TOTAL FUND EXPENDITURES	378,172.56	378,172.56	960,349.00	582,176.44	39.4
NET REVENUE OVER EXPENDITURES	(378,172.56)	(378,172.56)	(960,349.00)	(582,176.44)	(39.4)

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>					
51-80-501 SALARIES	37,390.17	37,390.17	82,158.00	44,767.83	45.5
51-80-502 OVERTIME	321.63	321.63	2,000.00	1,678.37	16.1
51-80-508 LEAVE CASHOUT	.00	.00	4,108.00	4,108.00	.0
51-80-511 MEDICARE FICA	553.34	553.34	1,220.00	666.66	45.4
51-80-512 GROUP HEALTH INSURANCE	19,512.78	19,512.78	45,360.00	25,847.22	43.0
51-80-515 UNEMPLOYMENT	.00	.00	1,585.00	1,585.00	.0
51-80-516 WORKERS' COMPENSATION	336.00	336.00	318.00	(18.00)	105.7
51-80-518 PERS	8,069.93	8,069.93	18,515.00	10,445.07	43.6
51-80-519 UTILITY BENEFIT	751.15	751.15	7,980.00	7,228.85	9.4
51-80-545 TRAINING/TRAVEL	.00	.00	3,500.00	3,500.00	.0
51-80-561 SUPPLIES	.00	.00	6,000.00	6,000.00	.0
51-80-649 ONLINE BILL PAY	1,121.30	1,121.30	3,000.00	1,878.70	37.4
51-80-721 INSURANCE	329.00	329.00	1,000.00	671.00	32.9
51-80-727 ADVERTISING	.00	.00	1,000.00	1,000.00	.0
51-80-733 POSTAGE	.00	.00	6,000.00	6,000.00	.0
51-80-736 BANK CHARGES	15,642.92	15,642.92	36,500.00	20,857.08	42.9
51-80-799 MISCELLANEOUS EXPENSES	.00	.00	500.00	500.00	.0
51-80-996 ADMIN OVERHEAD-IT SVCS	7,811.31	7,811.31	16,566.00	8,754.69	47.2
51-80-998 ADMINISTRATIVE OVERHEAD-GF	12,024.00	12,024.00	29,287.00	17,263.00	41.1
TOTAL UTILITY BILLING	103,863.53	103,863.53	266,597.00	162,733.47	39.0
<u>HAULED WATER</u>					
51-81-501 SALARIES	218,868.43	218,868.43	416,344.00	197,475.57	52.6
51-81-502 OVERTIME	70,714.06	70,714.06	70,000.00	(714.06)	101.0
51-81-508 LEAVE CASHOUT	.00	.00	20,495.00	20,495.00	.0
51-81-511 MEDICARE	4,304.84	4,304.84	7,052.00	2,747.16	61.0
51-81-512 EMPLOYEE GROUP BENEFITS	110,922.64	110,922.64	224,856.00	113,933.36	49.3
51-81-515 UNEMPLOYMENT	5,662.30	5,662.30	7,925.00	2,262.70	71.5
51-81-516 WORKERS' COMPENSATION	11,921.00	11,921.00	14,359.00	2,438.00	83.0
51-81-518 PERS	61,168.07	61,168.07	106,996.00	45,827.93	57.2
51-81-519 UTILITY BENEFIT	15,913.02	15,913.02	39,558.00	23,644.98	40.2
51-81-545 TRAINING/TRAVEL	1,803.51	1,803.51	4,000.00	2,196.49	45.1
51-81-561 SUPPLIES	4,953.72	4,953.72	9,525.00	4,571.28	52.0
51-81-563 WEARING APPAREL	730.40	730.40	8,000.00	7,269.60	9.1
51-81-600 TIRES	25,045.36	25,045.36	15,000.00	(10,045.36)	167.0
51-81-601 VEHICLE MT. (PARTS & TOOLS)	.00	.00	5,000.00	5,000.00	.0
51-81-602 GASOLINE/DIESEL/OIL	50,482.83	50,482.83	110,000.00	59,517.17	45.9
51-81-621 ELECTRICITY	2,895.38	2,895.38	10,000.00	7,104.62	29.0
51-81-622 TELEPHONE	97.68	97.68	600.00	502.32	16.3
51-81-623 HEATING FUEL	5,014.63	5,014.63	30,000.00	24,985.37	16.7
51-81-626 WATER/SEWER/GARBAGE	4,198.01	4,198.01	8,200.00	4,001.99	51.2
51-81-650 LAB TESTS	450.00	450.00	2,000.00	1,550.00	22.5
51-81-661 VEHICLE MAINT/REPAIR	145,033.82	145,033.82	313,869.00	168,835.18	46.2
51-81-669 OTHER PURCHASED SERVICES	6,983.33	6,983.33	.00	(6,983.33)	.0
51-81-683 MINOR EQUIPMENT	482.10	482.10	2,000.00	1,517.90	24.1
51-81-721 INSURANCE	32,011.56	32,011.56	21,000.00	(11,011.56)	152.4
51-81-722 INSURANCE-DED EXP & OTHER	(14,200.00)	(14,200.00)	10,000.00	24,200.00	(142.0)
51-81-738 BAD DEBT EXPENSE	.00	.00	9,000.00	9,000.00	.0
51-81-799 MISCELLANEOUS	545.55	545.55	1,000.00	454.45	54.6

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-81-996 ADMIN OVERHEAD-IT SVCS	7,122.07	7,122.07	15,359.00	8,236.93	46.4
51-81-998 ADMINISTRATIVE OVERHEAD-GF	94,058.00	94,058.00	162,827.00	68,769.00	57.8
TOTAL HAULED WATER	867,182.31	867,182.31	1,644,965.00	777,782.69	52.7

PIPED WATER

51-82-501 SALARIES	66,693.14	66,693.14	148,030.00	81,336.86	45.1
51-82-502 OVERTIME	19,218.83	19,218.83	30,000.00	10,781.17	64.1
51-82-508 LEAVE CASHOUT	2,867.89	2,867.89	6,819.00	3,951.11	42.1
51-82-511 MEDICARE	1,304.37	1,304.37	2,581.00	1,276.63	50.5
51-82-512 EMPLOYEE GROUP BENEFITS	35,115.76	35,115.76	55,728.00	20,612.24	63.0
51-82-515 UNEMPLOYMENT	.00	.00	3,970.00	3,970.00	.0
51-82-516 WORKERS' COMPENSATION	.00	.00	5,256.00	5,256.00	.0
51-82-518 PERS	18,615.61	18,615.61	39,167.00	20,551.39	47.5
51-82-519 UTILITY BENEFIT	2,430.55	2,430.55	9,804.00	7,373.45	24.8
51-82-545 TRAINING/TRAVEL	.00	.00	2,500.00	2,500.00	.0
51-82-561 SUPPLIES	3,173.76	3,173.76	4,525.00	1,351.24	70.1
51-82-563 WEARING APPAREL	664.45	664.45	2,000.00	1,335.55	33.2
51-82-592 PLUMBING SUPPLIES	.00	.00	5,000.00	5,000.00	.0
51-82-602 GASOLINE/DIESEL/OIL	4,131.04	4,131.04	20,000.00	15,868.96	20.7
51-82-621 ELECTRICITY-UTIL MT SHOP	2,138.58	2,138.58	7,500.00	5,361.42	28.5
51-82-622 TELEPHONE	532.17	532.17	2,750.00	2,217.83	19.4
51-82-623 HEATING FUEL	9,900.46	9,900.46	20,000.00	10,099.54	49.5
51-82-626 WATER/SEWER/GARB	248.76	248.76	600.00	351.24	41.5
51-82-627 STAFF CELLULAR PHONES	92.62	92.62	.00	92.62	.0
51-82-649 ENGINEERING SERVICES	.00	.00	3,000.00	3,000.00	.0
51-82-661 VEHICLE MAINT/REPAIR	1,774.07	1,774.07	3,037.00	1,262.93	58.4
51-82-669 OTHER PURCHASED SERVICES	35.00	35.00	2,500.00	2,465.00	1.4
51-82-683 MINOR EQUIPMENT	1,350.15	1,350.15	3,000.00	1,649.85	45.0
51-82-721 INSURANCE	2,352.00	2,352.00	5,400.00	3,048.00	43.6
51-82-722 INSURANCE-DED EXP & OTHER	.00	.00	5,000.00	5,000.00	.0
51-82-727 ADVERTISING	.00	.00	1,000.00	1,000.00	.0
51-82-738 BAD DEBT EXPENSE	.00	.00	5,000.00	5,000.00	.0
51-82-998 ADMINISTRATIVE OVERHEAD-GF	27,163.00	27,163.00	54,065.00	26,902.00	50.2
TOTAL PIPED WATER	199,802.21	199,802.21	448,232.00	248,429.79	44.6

BETHEL HTS WTR TREATMENT

51-83-501 SALARIES	62,679.92	62,679.92	111,389.00	48,709.08	56.3
51-83-502 OVERTIME	20,584.06	20,584.06	14,000.00	6,584.06	147.0
51-83-508 LEAVE CASHOUT	.00	.00	11,239.00	11,239.00	.0
51-83-511 MEDICARE	292.49	292.49	1,818.00	1,525.51	16.1
51-83-512 EMPLOYEE GROUP BENEFITS	13,225.35	13,225.35	44,064.00	30,838.65	30.0
51-83-515 UNEMPLOYMENT	.00	.00	2,014.00	2,014.00	.0
51-83-516 WORKERS' COMPENSATION	.00	.00	3,668.00	3,668.00	.0
51-83-518 PERS	17,658.66	17,658.66	27,585.00	9,926.34	64.0
51-83-519 UTILITY BENEFIT	5,027.75	5,027.75	7,752.00	2,724.25	64.9
51-83-545 TRAINING/TRAVEL	.00	.00	1,500.00	1,500.00	.0
51-83-561 SUPPLIES	46,383.83	46,383.83	50,000.00	3,616.17	92.8
51-83-563 WEARING APPAREL	.00	.00	800.00	800.00	.0
51-83-592 PLUMBING SUPPLIES	.00	.00	4,000.00	4,000.00	.0

CITY OF BETHEL
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WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-83-621 ELECTRICITY (PUMPHOUSE)	37,151.20	37,151.20	70,000.00	32,848.80	53.1
51-83-622 TELEPHONE	281.35	281.35	1,600.00	1,318.65	17.6
51-83-623 HEATING FUEL (PUMPHOUSE)	49,928.42	49,928.42	130,000.00	80,071.58	38.4
51-83-649 ENGINEERING SERVICES	.00	.00	2,000.00	2,000.00	.0
51-83-650 LAB TESTS	4,369.84	4,369.84	5,000.00	630.16	87.4
51-83-661 VEHICLE MAINT/REPAIR	1,129.06	1,129.06	3,037.00	1,907.94	37.2
51-83-669 OTHER PURCHASED SERVICES	8,651.52	8,651.52	10,000.00	1,348.48	86.5
51-83-683 MINOR EQUIPMENT	116.52	116.52	5,000.00	4,883.48	2.3
51-83-721 INSURANCE	7,700.00	7,700.00	10,380.00	2,680.00	74.2
51-83-727 ADVERTISING	.00	.00	500.00	500.00	.0
51-83-996 ADMIN OVERHEAD-IT SVCS	7,351.81	7,351.81	15,822.00	8,470.19	46.5
51-83-998 ADMINISTRATIVE OVERHEAD-GF	21,138.00	21,138.00	40,103.00	18,965.00	52.7
TOTAL BETHEL HTS WTR TREATMENT	303,669.78	303,669.78	573,271.00	269,601.22	53.0

CITY SUB WTR TREATMENT

51-84-501 SALARIES	58,814.93	58,814.93	111,735.00	52,920.07	52.6
51-84-502 OVERTIME	17,185.93	17,185.93	14,000.00	(3,185.93)	122.8
51-84-508 LEAVE CASHOUT	.00	.00	5,257.00	5,257.00	.0
51-84-511 MEDICARE	1,120.81	1,120.81	18,232.00	17,111.19	6.2
51-84-512 EMPLOYEE GROUP BENEFITS	31,709.77	31,709.77	44,064.00	12,354.23	72.0
51-84-515 UNEMPLOYMENT	.00	.00	2,014.00	2,014.00	.0
51-84-516 WORKERS' COMPENSATION	.00	.00	3,712.00	3,712.00	.0
51-84-518 PERS	16,535.79	16,535.79	27,662.00	11,126.21	59.8
51-84-519 UTILITY BENEFIT	1,643.65	1,643.65	7,752.00	6,108.35	21.2
51-84-545 TRAINING/TRAVEL	300.00	300.00	3,000.00	2,700.00	10.0
51-84-561 SUPPLIES	46,881.35	46,881.35	45,000.00	(1,881.35)	104.2
51-84-563 WEARING APPAREL	.00	.00	800.00	800.00	.0
51-84-592 PLUMBING SUPPLIES	.00	.00	2,000.00	2,000.00	.0
51-84-602 GASOLINE/DIESEL/OIL	354.43	354.43	600.00	245.57	59.1
51-84-621 ELECTRICITY (CS WTF)	21,213.28	21,213.28	50,000.00	28,786.72	42.4
51-84-622 TELEPHONE	20.06	20.06	1,800.00	1,779.94	1.1
51-84-623 HEATING FUEL(CS WTF)	44,673.50	44,673.50	80,000.00	35,326.50	55.8
51-84-649 ENGINEERING SERVICES	.00	.00	1,500.00	1,500.00	.0
51-84-650 LAB TESTS	5,560.44	5,560.44	7,500.00	1,939.56	74.1
51-84-661 VEHICLE MAINT (ISF)	1,129.06	1,129.06	3,037.00	1,907.94	37.2
51-84-669 OTHER PURCHASED SERVICES	216.00	216.00	15,000.00	14,784.00	1.4
51-84-683 MINOR EQUIPMENT	763.86	763.86	5,000.00	4,236.14	15.3
51-84-721 INSURANCE	4,802.00	4,802.00	5,700.00	898.00	84.3
51-84-727 ADVERTISING	.00	.00	500.00	500.00	.0
51-84-996 ADMIN OVERHEAD-IT SVCS	8,041.04	8,041.04	17,181.00	9,139.96	46.8
51-84-998 ADMINISTRATIVE OVERHEAD-GF	23,428.00	23,428.00	42,058.00	18,630.00	55.7
TOTAL CITY SUB WTR TREATMENT	284,393.90	284,393.90	515,104.00	230,710.10	55.2

HAULED SEWER

51-85-501 SALARIES	229,272.49	229,272.49	428,733.00	199,460.51	53.5
51-85-502 OVERTIME	46,910.28	46,910.28	60,000.00	13,089.72	78.2
51-85-508 LEAVE CASHOUT	4,779.81	4,779.81	24,164.00	19,384.19	19.8
51-85-511 MEDICARE	4,074.07	4,074.07	7,957.00	3,882.93	51.2
51-85-512 EMPLOYEE GROUP BENEFITS	121,697.56	121,697.56	250,776.00	129,078.44	48.5

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WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-85-515 UNEMPLOYMENT	11,044.47	11,044.47	10,150.00	(894.47)	108.8
51-85-516 WORKERS' COMPENSATION	11,823.00	11,823.00	16,201.00	4,378.00	73.0
51-85-518 PERS	59,338.28	59,338.28	120,721.00	61,382.72	49.2
51-85-519 UTILITY BENEFIT	7,287.70	7,287.70	44,118.00	36,830.30	16.5
51-85-561 SUPPLIES	4,587.40	4,587.40	5,525.00	937.60	83.0
51-85-563 WEARING APPAREL	720.58	720.58	10,000.00	9,279.42	7.2
51-85-600 TIRES & WHEELS	15,180.50	15,180.50	12,000.00	(3,180.50)	126.5
51-85-601 VEHICLE MT. (PARTS & TOOLS)	.00	.00	4,200.00	4,200.00	.0
51-85-602 GASOLINE/DIESEL/OIL	41,693.05	41,693.05	110,000.00	68,306.95	37.9
51-85-621 ELECTRICITY	2,895.38	2,895.38	8,000.00	5,104.62	36.2
51-85-622 TELEPHONE	.00	.00	350.00	350.00	.0
51-85-623 HEATING FUEL	5,014.63	5,014.63	30,000.00	24,985.37	16.7
51-85-626 WATER/SEWER/GARBAGE	4,198.01	4,198.01	6,500.00	2,301.99	64.6
51-85-661 VEHICLE MAINT/REPAIR	151,851.13	151,851.13	313,869.00	162,017.87	48.4
51-85-683 MINOR EQUIPMENT	482.10	482.10	2,000.00	1,517.90	24.1
51-85-721 INSURANCE	26,038.87	26,038.87	17,000.00	(9,038.87)	153.2
51-85-722 INSURANCE-DED EXP & OTHER	339.43	339.43	10,000.00	9,660.57	3.4
51-85-738 BAD DEBT EXPENSE	.00	.00	12,000.00	12,000.00	.0
51-85-799 MISCELLANEOUS	35.00	35.00	1,000.00	965.00	3.5
51-85-996 ADMIN OVERHEAD-IT SVCS	229.74	229.74	615.00	385.26	37.4
51-85-998 ADMINISTRATIVE OVERHEAD-GF	85,248.00	85,248.00	183,502.00	98,254.00	46.5
TOTAL HAULED SEWER	834,741.48	834,741.48	1,689,381.00	854,639.52	49.4

PIPED SEWER

51-86-501 SALARIES	63,607.99	63,607.99	148,080.00	84,472.01	43.0
51-86-502 OVERTIME	19,238.19	19,238.19	30,000.00	10,761.81	64.1
51-86-508 LEAVE CASHOUT	2,867.88	2,867.88	6,819.00	3,951.12	42.1
51-86-511 MEDICARE	1,259.95	1,259.95	2,582.00	1,322.05	48.8
51-86-512 EMPLOYEE GROUP BENEFITS	33,992.05	33,992.05	57,024.00	23,031.95	59.6
51-86-515 UNEMPLOYMENT	.00	.00	3,971.00	3,971.00	.0
51-86-516 WORKERS' COMPENSATION	.00	.00	5,258.00	5,258.00	.0
51-86-518 PERS	17,941.12	17,941.12	39,178.00	21,236.88	45.8
51-86-519 UTILITY BENEFITS	4,911.70	4,911.70	9,478.00	4,566.30	51.8
51-86-545 TRAINING/TRAVEL	.00	.00	2,000.00	2,000.00	.0
51-86-561 SUPPLIES	2,704.12	2,704.12	5,525.00	2,820.88	48.9
51-86-563 WEARING APPAREL	2,136.90	2,136.90	2,500.00	363.10	85.5
51-86-592 PLUMBING SUPPLIES	.00	.00	4,000.00	4,000.00	.0
51-86-602 GASOLINE/DIESEL/OIL	3,250.21	3,250.21	25,000.00	21,749.79	13.0
51-86-621 ELECTRICITY-LIFTST & BLDG	37,357.47	37,357.47	75,000.00	37,642.53	49.8
51-86-622 TELEPHONE	.00	.00	2,000.00	2,000.00	.0
51-86-623 HEATING FUEL	9,621.82	9,621.82	35,000.00	25,378.18	27.5
51-86-626 WATER/SEWER/GARB	248.77	248.77	600.00	351.23	41.5
51-86-661 VEHICLE MAINT/REPAIR	1,494.38	1,494.38	3,037.00	1,542.62	49.2
51-86-669 OTHER PURCHASED SERVICES	2,135.98	2,135.98	20,000.00	17,864.02	10.7
51-86-683 MINOR EQUIPMENT	44,515.98	44,515.98	125,000.00	80,484.02	35.6
51-86-721 INSURANCE	2,324.00	2,324.00	4,500.00	2,176.00	51.6
51-86-722 INSURANCE-DED EXP & OTHER	.00	.00	5,000.00	5,000.00	.0
51-86-736 LEASED PROPERTY-LIFT STATIONS	12,204.15	12,204.15	10,000.00	(2,204.15)	122.0
51-86-996 ADMIN OVERHEAD-IT SVCS	229.74	229.74	615.00	385.26	37.4
51-86-998 ADMINISTRATIVE OVERHEAD-GF	26,950.00	26,950.00	54,251.00	27,301.00	49.7
TOTAL PIPED SEWER	288,992.40	288,992.40	676,418.00	387,425.60	42.7

CITY OF BETHEL
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WATER & SEWER SERVICES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER LAGOON</u>					
51-87-501 SALARIES	17,014.75	17,014.75	54,327.00	37,312.25	31.3
51-87-502 OVERTIME	4,301.22	4,301.22	9,000.00	4,698.78	47.8
51-87-508 LEAVE CASHOUT	637.31	637.31	1,616.00	978.69	39.4
51-87-511 MEDICARE	322.48	322.48	918.00	595.52	35.1
51-87-512 EMPLOYEE GROUP BENEFITS	8,757.65	8,757.65	18,144.00	9,386.35	48.3
51-87-515 UNEMPLOYMENT	.00	.00	1,412.00	1,412.00	.0
51-87-516 WORKERS' COMPENSATION	.00	.00	1,870.00	1,870.00	.0
51-87-518 PERS	4,626.07	4,626.07	13,932.00	9,305.93	33.2
51-87-519 UTILITY BENEFIT	481.70	481.70	3,016.00	2,534.30	16.0
51-87-545 TRAINING/TRAVEL	1,500.00	1,500.00	1,500.00	.00	100.0
51-87-561 SUPPLIES	1,045.80	1,045.80	1,000.00	(45.80)	104.6
51-87-563 WEARING APPAREL	.00	.00	1,200.00	1,200.00	.0
51-87-592 PLUMBING SUPPLIES	.00	.00	2,500.00	2,500.00	.0
51-87-602 GASOLINE	6,334.21	6,334.21	15,000.00	8,665.79	42.2
51-87-650 LAB TESTS (SAMPLES)	.00	.00	12,000.00	12,000.00	.0
51-87-669 OTHER PURCHASED SERVICES	.00	.00	1,000.00	1,000.00	.0
51-87-683 MINOR EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
51-87-721 INSURANCE	154.00	154.00	800.00	646.00	19.3
51-87-727 ADVERTISING	.00	.00	500.00	500.00	.0
51-87-998 ADMINISTRATIVE OVERHEAD-GF	6,722.00	6,722.00	18,700.00	11,978.00	36.0
TOTAL SEWER LAGOON	51,897.19	51,897.19	160,435.00	108,537.81	32.4
TOTAL FUND EXPENDITURES	2,934,542.80	2,934,542.80	5,974,403.00	3,039,860.20	49.1
NET REVENUE OVER EXPENDITURES	(2,934,542.80)	(2,934,542.80)	(5,974,403.00)	(3,039,860.20)	(49.1)

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

MUNICIPAL DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DOCK EXPENDITURES</u>					
52-50-501 SALARIES	85,447.89	85,447.89	194,845.00	109,397.11	43.9
52-50-502 OVERTIME	2,218.25	2,218.25	2,000.00	(218.25)	110.9
52-50-508 LEAVE CASHOUT	.00	.00	8,700.00	8,700.00	.0
52-50-510 SOCIAL SECURITY EXPENSE	402.38	402.38	1,417.00	1,014.62	28.4
52-50-511 MEDICARE FICA	1,308.98	1,308.98	2,854.00	1,545.02	45.9
52-50-512 EMPLOYEE GROUP BENEFITS	22,166.93	22,166.93	65,318.00	43,151.07	33.9
52-50-515 UNEMPLOYMENT	294.00	294.00	2,462.00	2,168.00	11.9
52-50-516 WORKERS' COMPENSATION	3,584.00	3,584.00	8,318.00	4,734.00	43.1
52-50-518 PERS	16,603.23	16,603.23	43,306.00	26,702.77	38.3
52-50-519 UTILITY BENEFIT	2,053.80	2,053.80	11,491.00	9,437.20	17.9
52-50-545 TRAINING/TRAVEL	996.93	996.93	5,000.00	4,003.07	19.9
52-50-561 SUPPLIES	2,489.96	2,489.96	5,500.00	3,010.04	45.3
52-50-563 WEARING APPAREL	424.26	424.26	1,300.00	875.74	32.6
52-50-601 VEHICLE MT. (PARTS & TOOLS)	2,441.85	2,441.85	4,000.00	1,558.15	61.1
52-50-602 GASOLINE/DIESEL/OIL	6,239.47	6,239.47	18,000.00	11,760.53	34.7
52-50-621 ELECTRICITY	4,092.88	4,092.88	15,000.00	10,907.12	27.3
52-50-622 TELEPHONE	1,302.05	1,302.05	1,000.00	(302.05)	130.2
52-50-623 HEATING FUEL	1,110.73	1,110.73	2,000.00	889.27	55.5
52-50-624 WATER, SEWER, GARBAGE	7,355.22	7,355.22	12,000.00	4,644.78	61.3
52-50-626 WATER FOR BARGES	4,438.29	4,438.29	12,000.00	7,561.71	37.0
52-50-642 LEGAL FEES	.00	.00	5,000.00	5,000.00	.0
52-50-643 PLANNING/ENGINEERING FEES	.00	.00	5,000.00	5,000.00	.0
52-50-661 VEHICLE MAINT/REPAIR	1,459.06	1,459.06	3,037.00	1,577.94	48.0
52-50-666 MUNICIPAL DOCK MAINT.	1,534.50	1,534.50	5,000.00	3,465.50	30.7
52-50-667 MAINT-SEAWALL	6,989.06	6,989.06	7,000.00	10.94	99.8
52-50-668 MAINT SMALL BOAT HARBOR	.00	.00	4,000.00	4,000.00	.0
52-50-669 OTHER PURCHASED SERVICES	5,019.79	5,019.79	24,000.00	18,980.21	20.9
52-50-683 MINOR EQUIPMENT	2,925.23	2,925.23	19,000.00	16,074.77	15.4
52-50-687 LAND/EASEMENT ACQUISITION	5,588.75	5,588.75	30,000.00	24,411.25	18.6
52-50-696 WATERFRONT FACILITIES IMPROV	.00	.00	25,000.00	25,000.00	.0
52-50-721 INSURANCE	6,224.45	6,224.45	16,000.00	9,775.55	38.9
52-50-724 DUES	.00	.00	1,000.00	1,000.00	.0
52-50-727 ADVERTISING	223.60	223.60	1,000.00	776.40	22.4
52-50-775 MUNICIPAL DOCK GRAVEL	55,947.08	55,947.08	55,000.00	(947.08)	101.7
52-50-777 CONTAMINATED SOIL PROCESSING	.00	.00	1,000.00	1,000.00	.0
52-50-990 XFER OUT	.00	.00	50,000.00	50,000.00	.0
52-50-996 ADMIN OVERHEAD-IT SVCS	10,338.49	10,338.49	21,887.00	11,548.51	47.2
52-50-998 ADMINISTRATIVE OVERHEAD-GF	24,300.00	24,300.00	61,126.00	36,826.00	39.8
TOTAL DOCK EXPENDITURES	285,521.11	285,521.11	750,561.00	465,039.89	38.0
<u>DOCK ADMINISTRATION</u>					
52-51-721 INSURANCE	815.96	815.96	.00	(815.96)	.0
TOTAL DOCK ADMINISTRATION	815.96	815.96	.00	(815.96)	.0
<u>SMALL BOAR HARBOR</u>					
52-55-501 SALARIES	60,196.75	60,196.75	97,676.00	37,479.25	61.6

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
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MUNICIPAL DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
52-55-502 OVERTIME	1,833.51	1,833.51	3,000.00	1,166.49	61.1
52-55-508 LEAVE CASHOUT	.00	.00	1,268.00	1,268.00	.0
52-55-510 SOCIAL SECURITY	2,917.27	2,917.27	4,483.00	1,565.73	65.1
52-55-511 MEDICARE FICA	888.13	888.13	1,460.00	571.87	60.8
52-55-512 EMPLOYEE GROUP BENEFITS	5,960.19	5,960.19	12,442.00	6,481.81	47.9
52-55-515 UNEMPLOYMENT	292.62	292.62	2,245.00	1,952.38	13.0
52-55-516 WORKERS' COMPENSATION	.00	.00	4,254.00	4,254.00	.0
52-55-518 PERS	3,006.60	3,006.60	22,149.00	19,142.40	13.6
52-55-519 UTILITY BENEFIT	228.20	228.20	2,189.00	1,960.80	10.4
52-55-561 SUPPLIES	1,236.98	1,236.98	1,800.00	563.02	68.7
52-55-563 WEARING APPAREL	1,135.59	1,135.59	1,700.00	564.41	66.8
52-55-602 GASOLINE	6,474.67	6,474.67	7,000.00	525.33	92.5
52-55-621 ELECTRICITY	.00	.00	2,000.00	2,000.00	.0
52-55-624 WATER/SEWR/GARBAGE	.00	.00	10,500.00	10,500.00	.0
52-55-668 SMALL BOAT HARBOR MAINTENANCE	537.48	537.48	7,000.00	6,462.52	7.7
52-55-683 MINOR EQUIPMENT	227.02	227.02	1,000.00	772.98	22.7
52-55-721 INSURANCE	623.00	623.00	.00	(623.00)	.0
52-55-775 SMALL BOAT HARBOR GRAVEL	16,000.00	16,000.00	16,000.00	.00	100.0
52-55-799 MISCELLANEOUS EXPENSES	.00	.00	250.00	250.00	.0
52-55-998 ADMINISTRATIVE OVERHEAD-GF	17,151.00	17,151.00	27,120.00	9,969.00	63.2
TOTAL SMALL BOAR HARBOR	118,709.01	118,709.01	225,536.00	106,826.99	52.6
TOTAL FUND EXPENDITURES	405,046.08	405,046.08	976,097.00	571,050.92	41.5
NET REVENUE OVER EXPENDITURES	(405,046.08)	(405,046.08)	(976,097.00)	(571,050.92)	(41.5)

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

LEASED PROPERTIES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEASED PROPERTIES-MISC</u>					
53-50-721 INSURANCE	3,843.00	3,843.00	.00	(3,843.00)	.0
TOTAL LEASED PROPERTIES-MISC	3,843.00	3,843.00	.00	(3,843.00)	.0
<u>LEASED PROP-COURT COMPLEX</u>					
53-55-621 ELECTRICITY-COURT COMPLEX	35,946.35	35,946.35	.00	(35,946.35)	.0
53-55-622 TELEPHONE	56.27	56.27	.00	(56.27)	.0
53-55-623 HEATING FUEL-COURT COMPLEX	13,462.31	13,462.31	120,000.00	106,537.69	11.2
53-55-626 WATER/SEWER/GARB-COURT COM	6,399.65	6,399.65	12,000.00	5,600.35	53.3
53-55-663 JANITORIAL-COURT COMPLEX	38,554.33	38,554.33	61,422.00	22,867.67	62.8
53-55-714 COURTHOUSE LOAN INTEREST	12,271.00	12,271.00	93,050.00	80,779.00	13.2
53-55-717 AMORT OF BOND PREMIUM	.00	.00	(7,252.00)	(7,252.00)	.0
53-55-721 INSURANCE	16,443.00	16,443.00	19,000.00	2,557.00	86.5
53-55-727 ADVERTISING	34.00	34.00	.00	(34.00)	.0
TOTAL LEASED PROP-COURT COMPLEX	123,166.91	123,166.91	298,220.00	175,053.09	41.3
TOTAL FUND EXPENDITURES	127,009.91	127,009.91	298,220.00	171,210.09	42.6
NET REVENUE OVER EXPENDITURES	(127,009.91)	(127,009.91)	(298,220.00)	(171,210.09)	(42.6)

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

BETHEL PUBLIC TRANSIT SYSTEM

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSIT SYSTEM EXPENDITURES</u>					
56-50-501 SALARIES	81,166.78	81,166.78	152,592.00	71,425.22	53.2
56-50-508 LEAVE CASHOUT	.00	.00	7,630.00	7,630.00	.0
56-50-510 SOCIAL SECURITY EXPENSE	148.86	148.86	.00	(148.86)	.0
56-50-511 MEDICARE FICA	1,185.11	1,185.11	2,213.00	1,027.89	53.6
56-50-512 EMPLOYEE GROUP BENEFITS	42,787.03	42,787.03	77,760.00	34,972.97	55.0
56-50-515 UNEMPLOYMENT	168.00	168.00	2,661.00	2,493.00	6.3
56-50-516 WORKERS' COMPENSATION	4,361.00	4,361.00	9,278.00	4,917.00	47.0
56-50-518 PERS	17,036.79	17,036.79	33,570.00	16,533.21	50.8
56-50-519 UTILITY BENEFIT	751.15	751.15	12,924.00	12,172.85	5.8
56-50-545 TRAINING/TRAVEL	500.00	500.00	500.00	.00	100.0
56-50-561 SUPPLIES	3,381.65	3,381.65	3,500.00	118.35	96.6
56-50-600 TIRES & WHEELS	.00	.00	2,500.00	2,500.00	.0
56-50-602 GASOLINE	9,134.16	9,134.16	25,000.00	15,865.84	36.5
56-50-621 ELECTRICITY	2,640.97	2,640.97	9,500.00	6,859.03	27.8
56-50-622 TELEPHONE	74.23	74.23	200.00	125.77	37.1
56-50-623 HEATING FUEL	3,141.49	3,141.49	9,000.00	5,858.51	34.9
56-50-626 WTR/SWR/GRB	572.22	572.22	1,200.00	627.78	47.7
56-50-646 DRUG TESTING/BCKGRND CKS	417.00	417.00	1,000.00	583.00	41.7
56-50-661 VEHICLE MAINT/REPAIR	8,882.04	8,882.04	20,250.00	11,367.96	43.9
56-50-669 OTHER PURCHASED SERVICES	477.51	477.51	3,500.00	3,022.49	13.6
56-50-683 MINOR EQUIPMENT	1,086.66	1,086.66	3,000.00	1,913.34	36.2
56-50-721 INSURANCE	4,375.00	4,375.00	9,000.00	4,625.00	48.6
56-50-724 DUES/SUBSCRIPTIONS	30.00	30.00	300.00	270.00	10.0
56-50-727 ADVERTISING	.00	.00	1,500.00	1,500.00	.0
56-50-799 MISCELLANEOUS EXPENSES	.00	.00	300.00	300.00	.0
56-50-996 ADMIN OVERHEAD-IT SVCS	8,041.04	8,041.04	17,181.00	9,139.96	46.8
56-50-998 ADMINISTRATIVE OVERHEAD-GF	26,781.00	26,781.00	53,576.00	26,795.00	50.0
TOTAL TRANSIT SYSTEM EXPENDITURES	217,139.69	217,139.69	459,635.00	242,495.31	47.2
TOTAL FUND EXPENDITURES	217,139.69	217,139.69	459,635.00	242,495.31	47.2
NET REVENUE OVER EXPENDITURES	(217,139.69)	(217,139.69)	(459,635.00)	(242,495.31)	(47.2)

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

VEHICLES & EQUIP MAINTENANCE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>VEHICLE & EQUIP MAINT</u>					
57-50-501 SALARIES	157,481.55	157,481.55	318,751.00	161,269.45	49.4
57-50-502 OVERTIME	2,236.09	2,236.09	45,000.00	42,763.91	5.0
57-50-508 LEAVE CASHOUT	.00	.00	15,665.00	15,665.00	.0
57-50-510 SOCIAL SECURITY EXPENSE	24.18	24.18	.00	(24.18)	.0
57-50-511 MEDICARE FICA	2,451.66	2,451.66	5,274.00	2,822.34	46.5
57-50-512 EMPLOYEE GROUP BENEFITS	65,468.16	65,468.16	156,816.00	91,347.84	41.8
57-50-515 UNEMPLOYMENT	807.00	807.00	5,325.00	4,518.00	15.2
57-50-516 WORKERS' COMPENSATION	4,809.00	4,809.00	16,076.00	11,267.00	29.9
57-50-518 PERS	35,138.14	35,138.14	80,025.00	44,886.86	43.9
57-50-519 UTILITY BENEFIT	4,154.08	4,154.08	27,588.00	23,433.92	15.1
57-50-545 TRAINING/TRAVEL	7,832.84	7,832.84	15,000.00	7,167.16	52.2
57-50-561 SUPPLIES	8,473.83	8,473.83	10,000.00	1,526.17	84.7
57-50-563 WEARING APPAREL	1,458.00	1,458.00	1,500.00	42.00	97.2
57-50-600 TIRES & WHEELS	.00	.00	1,500.00	1,500.00	.0
57-50-601 VEHICLE MT. (PARTS & TOOLS)	3,282.42	3,282.42	5,000.00	1,717.58	65.7
57-50-602 GASOLINE / DIESEL / OIL	31,943.49	31,943.49	40,000.00	8,056.51	79.9
57-50-621 ELECTRICITY	5,065.33	5,065.33	18,096.00	13,030.67	28.0
57-50-622 TELEPHONE	264.98	264.98	2,000.00	1,735.02	13.3
57-50-623 HEATING FUEL	8,778.07	8,778.07	50,000.00	41,221.93	17.6
57-50-626 WATER/SEWER/GARBAGE	3,198.88	3,198.88	6,220.00	3,021.12	51.4
57-50-662 PROPERTY MAINT	.00	.00	8,615.00	8,615.00	.0
57-50-669 OTHER PURCHASED SERVICES	859.74	859.74	15,000.00	14,140.26	5.7
57-50-683 MINOR EQUIPMENT	4,420.00	4,420.00	20,000.00	15,580.00	22.1
57-50-721 INSURANCE	12,593.00	12,593.00	7,000.00	(5,593.00)	179.9
57-50-724 DUES/SUBSCRIPTIONS	78.85	78.85	1,200.00	1,121.15	6.6
57-50-996 ADMIN OVERHEAD-IT SVCS	9,419.76	9,419.76	20,532.00	11,112.24	45.9
57-50-998 ADMINISTRATIVE OVERHEAD-GF	47,078.00	47,078.00	120,297.00	73,219.00	39.1
TOTAL VEHICLE & EQUIP MAINT	417,317.05	417,317.05	1,012,480.00	595,162.95	41.2
TOTAL FUND EXPENDITURES	417,317.05	417,317.05	1,012,480.00	595,162.95	41.2
NET REVENUE OVER EXPENDITURES	(417,317.05)	(417,317.05)	(1,012,480.00)	(595,162.95)	(41.2)

All: The Endowment Fund's balances as of the 2.28.18 account statements are as follow:

CD's held at Piper Jaffray:	\$1,474,691
Money Market Funds held at AMLIP:	\$444,219
Total:	\$1,918,910

The interest rates on the CD's vary per CD, while the interest rate on the Money Market Funds is 1.51% as of 3.22.18.

City of Bethel Information Memorandum

Information Memo No.	18-05		
Date introduced:	March 27, 2018	Introduced by:	Peter Williams, City Manager
Amended actions:			
Confirmed by:			

Title: Capital Improvement Project List for FY 2019 Budget Consideration.

Attachment(s): 2018 Capital Improvement Project List.

Department/Individual:	Initials:	Remarks:
Administration / Peter Williams	PW	Recommend
Public Works / Bill Arnold	IS for BA	
Finance / Jim Chevigny	CS	for JC
Amount of fiscal impact:	Account information:	
	No fiscal impact at this time.	
	Funds in City Budget.	
X	Funds not in City Budget.	TBD

Summary Statement

City Administration collected, assembled, and printed a Capital Improvement Project List that might be useful in deciding what capital projects to fund with the City's FY 2019 Capital Budget or for City Administration or City Council to target certain projects for external funding. This CIP list will be modified based on Bethel City Council comments.

The Capital Improvement Project List contains three different formats as a result of capturing relevant information from several sources.

Note: "Casings" is the term the Alaska Department of Transportation and Workforce Development refers to when describing a pipe in a pipe, as needed for water and sewer pipes crossing the highway (underneath).

Piped Water-Sewer Improvement Projects

Item #	Project	Description	2013 Cost	Date Approved	Functionality			Operability		Cost Effectiveness	Overall Rating
1	Bethel Heights Piped Water and Sewer Upgrade	Replaces deteriorated piping, improves water quality, and reduces O & M Cost. Avoids reducing level of service to existing piped customers.	28,500,000		3	3	3	3	3	7	
2	Wastewater treatment and Discharge System Upgrade	Improves treatment and enables compliance with State and Federal discharge regulations. Less expensive to operate than existing system.	9,730,000		3	3	3	3	3	9	
3	Sandpit Water Station	Usefulness would be marginalized by Institutional Corridor (IC).	3,945,659		1	1	1	1	3		
4	FAA Lift Station Upgrades	Will be necessary if Kasayuli and/or airport are connected. Usefulness would be marginalized by IC project.	1,418,861		2	1	1	1	4		
5	Kasayuli Subdivision Lift Station and Facemain	Reduces haul distance for 211 customers. Dependant on upgrade of FAA LS and FM.	4,387,958		2	1	1	1	4		
6	Ptarmigan Lift Station and Forcemain	Closer to existing system than other alternatives. Connects directing into the existing forcemain without adding load onto the other lift station.	5,511,661		2	1	1	2	5		
7	Tundra Ridge Subdivision Water Station	Not as close to existing system as other alternatives. Consider whether water can be more efficiently delivered by extending existing distribution piping.	4,896,384		2	1	1	2	5		

8	Nunvak Subdivision Water Station	Closer to existing system than other alternatives. Consider whether water can be more efficiently delivered by extending existing distribution piping.	6,177,300		2	1	2	5
9	Larsen Subdivision Lift Station and Force main	Dependent on implementation of Ptarmigan LS & FM. Shortens haul distance for 67 customers	4,032,367		1	1	1	3
10	Kilbuck North (The Avenues)	Closer to existing system than other alternatives. Could add 133 customers to piped service area.	11,858,908		2	2	1	5
11	Kilbuck South (The Avenues)	Closer to existing system than other alternatives. Could add 49 customers to piped service area.	6,392,606		2	2	1	5
12	Mission Lake Area West	Closer to existing system and is contingent on the Kilbuck projects. Together with Mission Lake Area East, could add 135 customers to piped service area.	7,024,253		2	2	1	5
13	Mission Lake Area East	Closer to existing system and is contingent on the Kilbuck projects. Together with Mission Lake Area East, could add 135 customers to piped service area.	7,024,253		2	2	1	5
14	Harbor Area West	Dependent on implementation of adjoining pipe water and sewer expansions. Together with Harbor Area East, could add 146 customers to piped service area.	8,420,552		1	2	2	5
15	Harbor Area East	Dependent on implementation of adjoining pipe water and sewer expansions. Together with Harbor Area West, could add 146 customers to piped service area.	8,420,552		1	2	2	5
16	Nunvak Subdivision West	Closer to existing system than other alternatives. Together with Nunvak East, could add 47 customers to piped service area.	5,053,186		2	2	2	6

17	Nunvak Subdivision East	Closer to existing sytem than other alternatives. Together with Nunvak West, could add 47 customers to piped service area.	8,372,654		2	2	2	2	6
18	Blueberry Field Subdivision Southeast	Closer to existing sewer but further to existing water system than other alternatives. Together with the other three Blueberry Subdivision alternatives, could add 275 to piped services area.	7,302,230		1	2	2	2	5
19	Blueberry Field Subdivision Southwest	Closer to existing sewer but further to existing water system than other alternatives. Together with the other three Blueberry Subdivision alternatives, could add 275 to piped services area.	7,302,230		1	2	2	2	5
20	Blueberry Field Subdivision Northwest	Closer to existing sewer but further to existing water system than other alternatives. Together with the other three Blueberry Subdivision alternatives, could add 275 to piped services area.	6,449,483		1	2	2	2	5
21	Blueberry Field Subdivision Northeast	Closer to existing sewer but further to existing water system than other alternatives. Together with the other three Blueberry Subdivision alternatives, could add 275 to piped services area.	6,449,483		1	2	2	2	5
22	Tundra Ridge Subdivision South	Not as close to existing system as other alternatives. Consider whether water and sewer service can be more efficiently delivered by extending existing piping. The two Tundra Ridge projects would add 219 customers to piped service area.	9,951,133		2	2	2	1	5
23	Tundra Ridge Subdivision North	Not as close to existing system as other alternatives. Consider whether water and sewer service can be more efficiently delivered by extending existing piping. The two Tundra Ridge projects would add 219 customers to piped service area.	9,951,133		2	2	2	1	5

24	Uivuiq Subdivision	Not as close to existing system as other alternatives. Close to AVCP Housing. Consider whether water and sewer service can be more efficiently delivered by extending existing piping. Could add 83 customers to piped service area	9,269,877		2	2	1	5
25	Larsen Subdivision	Larsen Subdivision will be inset to Blue Sky Subdivision surrounding it on three sides.	7,735,446		1	1	1	3
26	Airport Facilites	Could utilize existing sewer piping. Water viability is enhanced by Institutional Corridor.	6,047,060		2	2	2	6
27	Kasayuli Subdivision East	Further from existing system than other alternatives. Dependent on completion of other projects. Including Kasayuli West, could add 211 customers to piped service area.	9,704,376		1	2	1	4
28	Kasayuli Subdivision West	Further from existing system than other alternatives. Dependent on completion of other projects. Including Kasayuli East, could add 211 customers to piped service area.	9,704,376		1	2	1	4
29	H-Marker Lake Area	Further from existing system than other alternatives. Dependent on completion of Blueberry Field projects. Could add 16 customers to piped service area.	2,420,535		1	1	1	3
30	Raven Subdivision West	Further from existing system than other alternatives. Dependent on completion of Kasayuli and other projects. Raven projects could add 54 customers to piped service area.	7,251,340		1	1	1	3
31	Raven Subdivision East	Further from existing system than other alternatives. Dependent on completion of Kasayuli and other projects. Raven projects could add 54 customers to piped service area.	6,333,589		1	1	1	3
32	Institutional Corridor	Provides piped service to a commercially viable area. Alternative A or B.	12,500,000 15,600,000		3	3	2	8

33	Backup Well	Backup source for City Subdivision WTP10' x 500' casing, 400gpm.	300,000		2	3	3	8
34	Utility Manhole Replacement	Removes and replaces aging components of the water and sewer systems adjacent to City Courthouse.	710,000		3	3	2	8

Municipal Dock	Funds Requested	Date Approved	Completed
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Port Facilities Upgrades/Maintenance

First Avenue seawall/bank stabilization

Place fill at tow	\$ 5,504	Completed
Improve slope	\$ 7,010	Completed
Place topsoil	\$ 7,010	Completed
Hydroseed	\$ 3,848	Completed
TOTAL	\$ 23,372	

Petro Port Improvements

Install security gate	\$ 9,828	Completed
Place armor rock as needed	\$ 4,221	
Surface improvements	\$ 8,893	Completed
Hydroseed	\$ 2,938	
TOTAL	\$ 25,880	

City Dock Surface Improvements

Place D-1 Gravel (yearly)	\$ 58,010	
TOTAL	\$ 58,010	

Small Boat Harbor

South Harbor

Place pit run rock at toe	\$ 1,931	Completed
Clear/grub perimeter	\$ 2,118	Completed
Place fill / -6" subgrade	\$ 3,505	Completed
Place D-1 Gravel/vehicle parking area	\$ 29,005	Completed
TOTAL	\$ 36,559	

West Harbor

Clear/grub	\$ 1,380	Completed
Improve slope	\$ 2,824	Completed
Place topsoil	\$ -	
Hydroseed	\$ 3,938	
TOTAL	\$ 8,142	

Improve vehicle parking areas

Place fill	\$ 3,605	Completed
Place Armor rock as needed	\$ 17,738	Completed
TOTAL	\$ 21,343	

Replace 24" Culvert

Place 24" x 80' Culvert	\$ 738	Completed
Place armor rock as needed	\$ 789	Completed
TOTAL	\$ 1,527	

North Harbor

Completed

Improve North Harbor Access Road

Replace 30" Culvert	\$	738	Completed
Place fill	\$	4,428	Completed
Place topsoil on slopes	\$	3,936	Completed
Place D-1 Gravel	\$	52,134	Completed
Hydroseed	\$	369	Completed
TOTAL	\$	61,605	

Improve North Harbor Parking

Clear/grub to limits	\$	738	Completed
Fill to limits	\$	-	Completed
Place D-1 Gravel	\$	77,976	Completed
TOTAL	\$	78,714	

Improve North harbor Launch Ramps

Place pit run rock at toe	\$	4,694	Completed
TOTAL	\$	4,694	

Crow Property Soil Remediation

Remove approx 75 CU YD contaminated Soil	\$	1,412	Completed
Backfill	\$	656	Completed
TOTAL	\$	2,068	

Fencing Projects/Erosion Control

Seawall protective fencing-annual task	\$	10,400	
South slope protection/additional fencing	\$	35,400	
Repair City Dock security fence	\$	9,900	
TOTAL	\$	55,700	

Materials Freight

Barge and air freight	\$	20,000	Completed
TOTAL	\$	20,000	

Project Contingency

10% of Project Cost

FY08 Multi-Facility Improvement & Upgrade Project

Mobilization and demobilization	\$	100,000	Completed
TOTAL	\$	1,089,000	

Petro Dock		
Remove and dispose existing bullrail	\$ 3,000	Completed
Dock face fenders, chain and padeyes	\$ 18,000	Completed
Concrete bullrail	\$ 49,000	Completed
Removeable safety ladders	\$ 12,000	Completed
TOTAL	\$ 82,000	

City Dock		
Removeable saety ladders	\$ 12,000	Completed
West wingwall concrete bullrail	\$ 46,000	Completed
TOTAL	\$ 58,000	

Small Boat Harbor		
Remove and dispose existing abutments	\$ 18,000	Completed
Remove and dispose existing launch ramps	\$ 15,000	Completed
Float approach/abutment	\$ 368,000	Completed
Provide and install new gangways	\$ 12,000	Completed
Concrete launch ramps (2 @20' wide, 110' long)	\$ 336,000	Completed
TOTAL	\$ 749,000	

Micellaneous	\$ 5,000	Completed
Site restoration and cleanup	\$ 5,000	Completed
20% construction contingency	\$ 199,800	Completed
Design and engineering	\$ 30,000	Completed
Bidding Assistance	\$ 3,500	Completed
Submittal review, fabrication inspection	\$ 4,000	Completed
Construction inspection and administration (4 months est)	\$ 26,000	Completed
Onsite construction inspection expenses (4 months est)	\$ 4,500	Completed
Project closeout	\$ 3,000	Completed
Denali commission funding	\$ 520,000	Completed

Hazardous Material Sorage Area

Phase 1 Evaluation		
Define Needs	\$ -	
Define user base	\$ -	
Economic projections	\$ -	
Determination to proceed	\$ -	
TOTAL	\$ -	

Phase 2 Evaluation		
Determine parameters/size	\$ -	
Locate propective sites	\$ -	
Select site	\$ -	
Site Survey/preliminary	\$ 2,500	
TOTAL	\$ 2,500	

Phase III Site Planning		
Concept space design/planning purposes only	\$	-
Permitting required	\$	-
Fire Marshall approval/preliminary plan	\$	-
Planning commission approval/site plan	\$	-
TOTAL	\$	-

Phase IV Design and Build		
Concept design 35%	\$	-
Concept design 65%	\$	-
Concept design 95%	\$	-
Final design 100%	\$	25,000
Materials list	\$	-
Materials procurement IFB	\$	75,000
Project schedule	\$	-
Materials Arrive	\$	-
Begin construction	\$	-
Construction substantial completion	\$	-
Fire Marshall Inpection	\$	-
Fire Marshall Final Approval	\$	-
Construction Complete	\$	-
TOTAL	\$	100,000

Phase V Facility RFO		
Vendor space allotment	\$	-
Product move in	\$	-
TOTAL	\$	-

Brown's Slough Bank Stabilization			
Acquire needed rights of way	\$	385,000	Completed
Corps of engenieers project -25% match	\$	1,200,000	
Reimbursement to COB from Denali Commission for match	\$	570,000	Completed
TOTAL	\$	2,155,000	

Materials/labor east addition surface		
D-1 Gravel	\$	50,000
C-1 Gravel	\$	50,000
TOTAL	\$	100,000

Warehouse Replacement		
Grade/compact sub base	\$	2,500
Retaining wall	\$	65,000
Place geotextile material	\$	1,000
Pit run/shot base rock	\$	7,500
C-1 Gravel	\$	5,000
Warehouse materials/package	\$	175,000
Connect utilities	\$	10,000
TOTAL	\$	266,000

Security Upgrades

Gate Checkpoint		Completed
Convert conex to office	\$ 7,500	Completed
Connect utilities	\$ 2,500	Completed
TOTAL	\$ 10,000	

Emergency Response Unit	
Fire suppression equipment	\$ 5,000
Spill response equipment	\$ 15,000
TOTAL	\$ 20,000

Security Cameras	
Spec camera type	\$ -
Purchase cameras/IFB	\$ 40,000
Install cameras/contract	\$ 20,000
TOTAL	\$ 60,000

Security Lighting	
Spec lighting type	\$ -
Purchase Lighting	\$ 150,000
Install Lighting	\$ 50,000
TOTAL	\$ 200,000

City Buildings - Capital Improvement List

DESCRIPTION	LOCATION	DEPT	VALUE BUILDING	VALUE OTHER STRUCTURES	Year Built	Approve
Police Annex	510 First Ave.	ADMIN	20,000	0	1970	
Fire Station	320 State Hwy.	FIRE	5,579,000	0	1982	
Float system headwalls (8)	Boat Harbor	PORT	0	400,000	2004	
Ridge Crest Well	900 Ridgcrest	BH WTP	0	0	1999	
ANICA Lift Station	Akakeek St	PIPED SEWER	25,000	0	1979	
Kilbuck Lift Station	5th & Main St.	PIPED SEWER	25,000	0	1994	
Main Lift Station	900 Ridgcrest	PIPED SEWER	25,000	0	1994	
Ridge Crest Water Tank	900 Ridgcrest	BH - WTP	0	2,700,000	2000	
Water Tank	204 State Hwy.	P WATER	0	60,000	1980	
Water Treatment Plant	900 Ridgcrest	BH WTP	3,105,000	0	1970	
Water Treatment Plant	235 Akiak St.	CITY SUB WTP	4,272,000	0	2001	
Group Home (Korean Church)	142 Atsaq St.	OTHER LEASED PROP	297,000	0	1971	
Bus Barn	503 1st Ave.	ADMIN	300,000	0	1982	
City Offices	300 State Hwy.	ADMIN	3,906,700	0	1976	
Log Cabin	326 Akiachuk	PROP MAINT	320,000	0		
Teen Center	519 Mission Dr.	OTHER LEASED PROP	1,901,800	0	1982	
Utilities Maint Shop	1155 Ridgcrest	PUBLIC WORKS	75,000	0	1983	
City Shop	1155 Ridgcrest	PUBLIC WORKS	9,663,900	0	1983	
Recycle Building	1175 Ridgcrest Dr,	LANDFILL	93,000	0	2000	
Generator	308 State Hwy.	ADMIN	30,000	0		
Dog Pound	1125 Ridgcrest Dr.	POLICE	55,000	0	1986	
Shop Generator	1155 Ridgcrest	PUBLIC WORKS	0	5,000		
Fire Dept/Training	Ridgcrest Dr.	FIRE	30,000	0	1981	
Ridgcrest Lift Station	832 A Ridgcrest	PIPED SEWER	0	1,440,000	2004	
Landfill Building	1300 Ridgcrest	LANDFILL	10,000	0		
Law Center (Remodeled)	204 State Hwy.	LEASED PROP-COURTHOUSE	16,059,200	0	2000	
Log Cabin	326 Akiachuk	PROP MAINT	65,000	0	1982	
Quonset Building	400 Chevron Rd.	PORT	30,000	0	1972	
Water Tank - 350,000 Gallons	900 Ridgcrest	BH WTP	0	2,069,300		
Police Station Building #1	157 Salmonberry	POLICE	3,000,000	0		
Police Station Building #2	157 Salmonberry	POLICE	1,000,000	0		
Wind Turbine	267 Akiachak St.	PROP MAINT	0	1,181,250	2014	
Transit Building	376 Fourth Ave.	TRANSIT	500,000	0		
Storage/Shop Warehouse	251 East Ave.	PORT	300,000	0	1987	
Aquatic Center	267 Akiachak St.	YKH&F CENTER	20,472,221	0	2014	
Senior Center Shop	127-B Atsaq St.	OTHER LEASED PROP	158,000	0	1979	
Senior Center Building	127 Atsaq St.	PROP MAINT	1,750,000	0	1980	
QFC-2 Lift Station	2400 State Hwy.	PIPED SEWER	1,000,000	0	2017	
Port Operations Building	919 Front St.	PORT	1,600,000	0	2017	

Capital Improvement Projects City of Bethel - 2018

CITY CLERK

Office of the City Clerk	Explanation		Approved
Color- Printer/scanner/copier		25,000	
Total		25,000	

PUBLIC WORKS

Public works Admin.	Explanation		Approved
Color- Printer/scanner/copier		25,000	
Total		25,000	

IT

IT Director	Explanation		Approved
Color- Printer/scanner/copier		25,000	
Total		25,000	

FIRE DEPARTMENT

Fire Department	Explanation		Approved
Training tower relocation		121,600	
Base Station radio		21,000	
Classroom tables/chairs		13,400	
Industrial haz-mat washer and dryer		18,500	
Bunkroom Furniture		7,800	
Replacement office furniture		7,600	
Airport/Kasayuli substation		459,000	
Replacement of street signs/identification		24,000	
Replacement copier		8,360	
Advanced cardiac life support training mannequin		11,000	
Color- Printer/scanner/copier		0	
City wide reflective house numbering system		0	
Total		692,260	

POLICE DEPARTMENT

Police Department	Explanation		Approved
Citizen Police Academy		0	
Switchboard Upgrades		300,000	
Animal Control net gun		6,000	
Tactical Response Team		0	
Policy and Procedures Manual Update		0	
Inter-office Training Schedule		0	
Police Reserve Program		0	
Bethel Police Officers Association		0	
Explorer Program		0	
Communications Tower		170,000	
		Total	476,000

PLANNING DEPARTMENT

Planning Department	Explanation		Approved
Transportation Plan Update		150,000	
Comprehensive Plan Update		50,000	
GIS Upgrade		75,000	
		Total	275,000

STREETS AND ROADS

Streets and Roads Dept.	Explanation		Approved
DOT Authorization for dust control		0	
Bus Turnouts-AKDOT/PF City of Bethel		0	
		Total	0

Road Improvement Projects	Explanation		Approved
Tundra Ridge Subdivision		0	
Ayaginar Drive		0	
Nengquerralria Drive		0	
Imkuciq Street		0	
Tupiluk Way		0	
Makqalria Road		0	
Kaligtuq Road		0	
	Total	0	

Uivuq Subdivision			
Naun Raq		24,267	
Luqruuyaq		0	
Qugyuk		0	
Tumaq Liq		0	
Atmak		10,889	
Maqalria Road		0	
	Total	35,156	

Ptarmigan Street			
Phase I-West		0	
Phase I-East		0	
Phase II-Midsection		0	
Gravel for Phase II		36,000	
	Total	71,156	

AVCP Housing			
Owl Street		0	
Kusko Court		0	
Yukon Court		0	
Akula Court		0	
Atsaq Street		0	
Delapp Street		0	
Akakeek Street		45,244	
Swan court		0	
Owl Street		0	
Mallard Lane		0	
Total		45,244	

Across the Slough			
East Avenue		100,000	
Osier Street		0	
Hangar Lake Road		26,000	
Boat Harbor Road		68,000	
Total		194,000	

City Subdivision			
Kwethluk Lane		33,467	
Quinhagak Lane		16,978	
Akiak Drive		42,222	
Napakiak Drive		0	
Mission Drive		0	
Akiachak Avenue		0	
Osage Avenue		47,778	
Total		140,445	

The Avenues			
7th Avenue (Ridgecrest to Willow)		0	
7th Avenue East (Willow to end)		15,111	
6th Avenue		41,422	
6th Avenue East		48,889	
5th Avenue		46,267	
4th Avenue		100,000	
2nd Avenue		0	
Main Street		0	
Willow Street		69,037	
Setter Drive		15,911	
	Total	336,637	

Mission Lake Area			
Schwalbe Street		0	
Mission Lake Road		150,000	
Lind Street		0	
Kinegak Street		0	
Weber Circle		0	
First Avenue		0	
Kilbuck Street		65,600	
Torgersen Square		0	
	Total	215,600	

Miscellaneous Roads			
Jacobs Way			0
Alder Street			42,933
Ridgecrest Drive			0
Standard Oil Road			0
Calista Drive			0
BIA Road			0
Sidney Street			0
Tundra Ridge Road			0
H-Marker Road			0
Sewage Lagoon Access Road			430,000
Haroldson Approach Road			750,000
Total			1,222,933

Hoffman Subdivision			
Hoffman Road			129,644
North Avenue			33,111
Yuqtak Way			14,089
Yupik Way			10,578
Nunvak Avenue			0
Aurora Boulevard			0
Total			187,422

Larson Subdivision		0	
M.L. Roadsonny's Way		0	
Mikngayak Way		0	
Amy's Way		0	
R.W. Way		0	
A.J. Way		0	
Tunrailik Way		0	
	Total	0	

Blueberry Subdivision			
Alex hately Drive		0	
Blackberry StreetHoffman Road		0	
Cranberry Street		0	
Salmonberry Street		64,978	
Katie Hately Lane		30,844	
Thimbleberry Street		10,000	
	Total	105,822	

Kasayuli Subdivision			
Noel Polty Boulevard		42,222	
Neqlernaq Loop		0	
Nacaullek		0	
Tuutangayak Street		0	
Neqleq		0	
Isaac Hawk Street		0	
Paul John Street		0	
Uqsugak Road		0	
Quagyuk		0	
	Total	42,222	

Paved Roads			
1st Avenue		0	
Main Street(between 1st Avenue and 3rd Avenue)		400,000	
Ridgecrest Drive(between laundromat and Ptarmigan)		0	
Oscar Way(1st Avenue to Bridge Street)		0	
From Bridge to North Harbor Road		0	
East Avenue		0	
BIA Road(From Eddie Hoffmann Tundra Ridge Road		0	
Tower Road Rehabilitation		1,800,000	
	Total	2,200,000	

Culverts			
2' X 50' Driveway Culverts, 9 pieces		50,000	
4' X 60' Road Crossing Culverts, 6 Bands		2,000	
18" X 30' Driveway Culverts, 32 pieces		100,000	
Freight		100,000	
	Total	252,000	

Dust Control/Salt			
Calcium Chloride		400,000	
Sodium Chloride		200,000	
	Total	600,000	

New Road Construction Projects			
Ptarmigan Street to Akiachak		0	
Lind Lane Construction		150,000	
	Total	150,000	

Road Extension Projects			
H-Marker Lane Extension		2,025,000	
Alex Hately Drive Extension		600,000	
Kwethluk Lane Extension		600,000	
Kaligtuq Road Extension		1,200,000	
BIA HQ Road Extension		600,000	
Tundra Street Extension		150,000	
First Street Construction		150,000	
	Total	5,325,000	

PARKS AND RECREATION

Parks and Recreation	Explanation		Approved
Facilities			
ADA Compliane and Log Cabin Upgrades		100,000	
Permanent toilet facilites in Pinky's Park		75,000	
Kasayuli Park/playground		400,000	
Recreation Facility		20,000,000	
Parks and Playgrounds		100,000	
Lions Club Park		50,000	
Brown's Slough Park		50,000	
Trails		350,000	
Projects in Progress		69,000	
Alaska parks trails project- Grant funded		14,000	
Pinky's Park snowmachine and dog crossing project		14,000	
Pinky's Park upgrade- LWCF Grant Project		55,000	
Upgrades to viewing structure		30,000	
Signage		10,000	
Safety Features		15,000	
	Total	21,332,000	

EQUIPMENT

Equipment	Explanation		Approved
Fire			
2400 gallon pumper/tanker		453,000	
Pickup Truck (2)		60,800	
Snow macines/Sleds (2)		21,800	
Police			
New Patrol Vehicles (2)		80,000	
Streets and Roads			
Fork lift for shop and yard 4WD (N)		45,000	
Truck Tractors (1 Each)(N)		80,000	
Belly Dumps (1 Each)(N)		50,000	
Lowboy trailer 50 ton (each)(N0		100,000	
Moldboard Assy 140G (U)		20,000	
CAT 953B Tracked Loader- Rehabilitation cost		7,207	
CAT 816F Landfill Compactor- Rehabilitation cost		2,599	
CAT 950 G Wheel Loader- Rehabilitation cost		16,843	
CAT 160M Grader- Rehabilitation cost		6,700	
CAT 163H Grader- Rehabilitation Cost		34,087	
CAT D8N Dozer- Rehabilitation cost		28,570	
CAT 420D 4ECAB- Rehabilitation cost		13,256	
CAT 140G Grader			
CAT 966F Wheel Loader			
CAT 324E Excavator			
CAT D3C Dozer			

Hitachi 200H3C Excavator			
John Deere 310D Backhoe			
John Deere 450H Tractor			
International 7500 Dump Truck			
International 7400 Dump Truck			
Peter built Dump Truck			
International Work Star Sander (2)			
Ford TL-9000 Road Water Truck			
Trail King TKT 20-2000 Trailer			
Trail King TK40LP2400 Trailer			
Eagerbeaver 25XT/3 Trailer			
Ford LN-8000 Water/Steamer Truck			
Ingersal Rand SD 100D Compactor			
Bowie Hydro-Seader Mulcher			
Olympic Hydro-Seeder Trailer			
CH & E Manufacturing Co. 2806T Water Pump			
Ford 7000 Flat Bed Truck			
Sioux 200-GTT Small Steamer			
Sioux 400-2 Big Steamer			
Smith 200 Air Compressor			
Epoke TMK-10 Spreader			
Cim Line 105D Tar Kettle			
Miller 225D- Welder			
Lincoln Ranger 10,000 Welder			

IPT Pumps Gorman-Rupp GX390UT2 Water Pump			
High-Reach Forcklist (N)(get used)		70,000	
Park Maintenance 1/2 Ton Pickup		30,000	
Youth Center compact pickup		25,000	
Piped Water-Sewer			
Light Truck(U)		25,000	
Pressure washer/jetter(U)		13,000	
Equipment Shop(heated)(D)		15,000	
Space heater, indirect fired(frost fighter)(U)		11,000	
Hand held radios(5)(N)		5,000	
Connex Bozes(6)(N)(\$1800.00 EA)		10,800	
Lavatory, Bethel Heights Water Treatment Plant(D)		0	
Chemical Room, Bethel Heights Water Treatment Plant		0	
	Total	1,224,661	

HEAVY EQUIPMENT AND TRUCKS

Equipment	Explanation	Number	Hours	Cost	Approved
Water Truck		750	1,229	254,500	
Water Truck		749	6,054	254,500	
Water Truck		746	24,028	254,500	
Water Truck		748	14,615	254,500	
Water Truck		740	305,341	254,500	
Water Truck		743	26,131	254,500	
Vac Truck		729	1,159	230,485	
Vac Truck		728	1,034	230,485	
Vac Truck		723	22,053	230,485	
Vac Truck		721	27,704	230,485	
Vac Truck		727	13,227	230,485	
Vac Truck		724	17,855	230,485	
Vac Truck		720	26,466	230,485	
Vac Truck		720	26,487	230,485	
Dump Truck		829	522,647		
Dump Truck		826	6,909		
Dump Truck		825	5,706		
Loader		966F	23,961		
Loader		950G	15,448		
Grader		160M	5,635		
Grader		163H	8,233		
Skid Steer		430	986		
Back Hoe		420D	4,277		
Dozer		D8N	9,799		
Boom Truck		0.003	7,997		
Sander		831	945		
Rd Water Truck		Sperader 10	237,294		

Mayor's Report

Nunapitchuk IRA Council
PO Box 130
Nunapitchuk, Alaska 99641
907-527-5705

March 14, 2018

To: Mayor, City of Bethel
ONC, Bethel office
Jana Lindmuth, Attorney General, State of Alaska
Alcohol Beverage Control Board

On March 13, 2018, Nunapitchuk IRA Council met and reviewed Napaskiak Tribal Council Resolution #3-5-18-A requesting the Governor Bill Walker of The State of Alaska to declare disaster of emergency to close the liquor Stores in Bethel Alaska due to numerous alcohol related deaths in our Yukon/Kuskokwim Region.

Nunapitchuk IRA Council fully supports the resolution to close the Liquor Stores in Bethel immediately. We are urging the City of Bethel to honor the request from Napaskiak, urging the Attorney General to fully employ law enforcement personnel in each community, urging the Alcohol Beverage Control Board to revoke issuing licenses to the liquor stores in Bethel and urging Governor to honor the request by Napaskiak to prevent any more preventable deaths that are occurring.

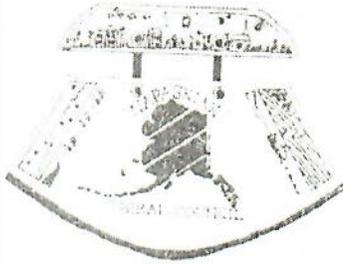
Thank-you.

Sincerely,



Peter M. Nicholai, Vice-President

CC: Association of Village Council Presidents
Yukon Kuskokwim Health Corporation
Senator Lyman Hoffman
Representative Tiffany Zulkosky
File



NAPASKIAK TRIBAL COUNCIL

P.O. Box 6009

Napaskiak, Alaska 99559

(907) 737-7364 • Fax (907) 737-7039

RESOLUTION 3-5-18-A

RESOLUTION REQUESTING THE GOVERNOR OF ALASKA BILL WALKER TO DECLARE DISASTER OF EMERGENCY TO CLOSE THE LIQUOR STORE IN BETHEL, ALASKA DUE TO NUMEROUS ALCOHOL RELATED DEATHS IN AND AROUND THE SURROUNDING VILLAGES OF BETHEL, ALASKA

WHEREAS, the Native Village of Napaskiak is a federally recognized tribe authorized by its Constitution and Bylaws to have Napaskiak Tribal Council represent and act in all matters that concern the general welfare and safety of the enrolled members of the Tribe; and

WHEREAS, since the opening of the liquor store in Bethel, Alaska the surrounding villages including the Native Village of Napaskiak have experienced numerous, preventable deaths among their members related to alcohol; and

WHEREAS, Napaskiak Tribal Council has seen increased caseloads in our Indian Child Welfare Act (ICWA) program; and

WHEREAS, Search and Rescue volunteers are overwhelmed with increased calls to search for loved ones; and

WHEREAS, attendance at schools are dropping because the kids aren't getting enough sleep due to alcohol disturbances; and

WHEREAS, minors are consuming alcohol, and

WHEREAS, our people are becoming homeless people in Bethel, Alaska even they have homes in the village; and

WHEREAS, our local police are burnt out from too many alcohol disturbance calls; and

WHEREAS, the State Trooper post in Bethel, Alaska is experiencing an increased caseload; and

WHEREAS, there is a shortage of staff at the State Trooper Post in Bethel to respond to criminal and other cases due to the State fiscal crisis; and

WHEREAS, alcohol related deaths are not being reported to the Alcohol Control Board; and

WHEREAS, our hospital in Bethel is overwhelmed with alcohol related injuries, accidents, and responses; and

WHEREAS, the alcohol epidemic is as bad as or worse than the opioid epidemic that has been subject of disaster declaration.

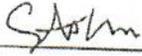
NOW THEREFORE BE IT RESOLVED, Napaskiak Tribal Council is requesting the Honorable Governor of Alaska, Bill Walker, to declare a disaster of emergency to close the liquor store in Bethel, Alaska due to high rate of alcohol related deaths, accidents and injuries in the surrounding villages of Bethel, Alaska.

BE IT FURTHER RESOLVED, that the tribal members of the villages surrounding Bethel, Alaska deserve to have their safety and general welfare addressed by the State that enabled the current disaster.

BE IT FUTHERMORE RESOLVED, Napaskiak Tribal Council is requesting State of Alaska, Department of Public Safety to hand over Law Enforcement to the Unites States Department of Justice to help decrease high criminal rates due to alcohol related accidents, injuries and death

CERTIFICATION

This resolution was passed on a regular meeting of the Napaskiak Tribal Council, of which a quorum was present. With a vote of 5 yes, and 0 no; and 0 abstaining, on the 5th of March, 2018 at Napaskiak, Alaska.



Napaskiak Tribal Chief,

Stephen Maxie



Napaskiak Tribal Council Secretary

Alice Maxie

City Manager's Report



CITY OF BETHEL

P.O. Box 388

Bethel, Alaska 99559

Ph. (907) 543-4150

Fax (907) 543-3817

MEMORANDUM

DATE: March 6, 2018 to March 20, 2018

TO: City Council

FROM: Peter Williams, City Manager

RE: Managers' Report

March 6; Reviewed Tec-Pro contract; meet with DOT and DOWL to go over the road projects in Bethel, and various city projects.

March 7; ACS RFP, reviewed the conditions compared for the requirements needed per the RFP's technical criteria. Provided auditors with contracts for the water trucks and heavy equipment. Meet with the USDA representatives and city administration to review the Avenues Project. Attended the Public Safety and Transportation Committee meeting to review DOT's plans. Notified that PW building had running water.

March 8-Worked with the finance dept. Regarding the audit, sales tax and GL codes for various projects and budgets. Requested an update on the 911 system rev. and expenditures, discussed the CSP grant, FY 19 budget discussions. Forwarded IC utility permits to DOWL. Resolved a complaint from a utility customer regarding billing. Talk to the Sales Tax SPECicalest about notifying delinquent customers.

March 9- Phoned the DOT chief of Maintenance and exchanged e-mails regarding CEH. Resolve the disconnect between RUBA and Finance Dept reporting what the City pays the State for unemployment. Since we are self-reporting the quarterly reconciliation takes to months to reconcile after the quarter ends. Worked on dumpsters for FY-19, reviewed hours CA has used for various departments and the ASC response to questions we had regarding the RFP for the Courthouse.

March 12- Reviewed the Avenues Project, courthouse RFP. USCG has requested a meeting to set up classes for spill response. Reviewed the CSP, 911, Police Dept. and the Transit Budget and Grant. Received a hard copy the utility permit from the DOT for the road crossing for the Inst. Corr.

March 13-Discussed the Parks and Recs Committee request for an updated financial report for the pool with the Finance Director. The recorder for this committee is quit, and the finance director was not aware that he was requested at this meeting, though he said at the last meeting he would forward an updated financial report. The GL clerk has reconciled the revenues and expenditures accurately through the end of December. The pool fund is no different than any other fund that we have in that we are not ignoring it and we are trying the best we can to keep those who are concerned about the fund up to date.

March 14; DEC-Discussed Public Work method of unthawing frozen sewer pipes. We will file a non-compliance form each time there is an occurrence. Yuut has a board meeting April 16th. GL Codes for projects and CH2M 's billing. Reviewed various Depts. Budgets.

March 15- Reviewed the extension of AML's contract with AML representatives. Edited a letter to the DOT concerning the CEH; Dept budget reviews. Reviewed the Comp Plan 2035 regarding piped and hauled services for water and sewer for the Avenues project.

March 16- Signed AM for the CAG; Courthouse RFP: Airport Lift Station lease; Reviewed departments budgets.

March 17- Attended Rep Zulkosy's listening session at the high school from 5:30 pm to 7:30 pm

March 19- PW Director and I looked at the various stages of construction regarding the Institutional Corridor. Reviewed Healthfit contract, employee fees, and maintenance with Stacey Readon and Patty Burley.-AM's for the CSP Grant reviewed.- Reviewed the AM for the Carmen Jackson contract.- Ordinance 1728(j).-Letter for GCI concerning 911.- Letters to Gov.; Lt; Gov., Sen. Hoffman, Rep.Zulkosky and DOT administrators. The risk manager is reviewing AKOSH request to perform an occupational safety and health enforcement inspection.

March-20 Attended the Kuimarvik Board meeting, Worked on the material for the agenda for the 27th. Reviewed a policy from Wassille for a Reserve Police Officer Program that perhaps could be used to develop police officers. Reviewed CSP requirements for the use of the grant. Reviewed YKFC monthly report and forwarded to the City's Maintenance personnel YKFC comments about maintenance tasks.

Institutional Corridor-Construction is underway. We finally received a utility permit to install a casing by trenching across the highway, instead of boring, the method will save \$180,000. I have asked for a review of the costs of this project. One problem we see is that the construction of the hospital complex may cause some extra work on the contractor's part.

Jetty/Sewer Lagoon-We received two bids on Jan 9th for construction of the jetty. The bid was approximately one million dollars below the estimated cost of the project. We have asked the USDA if we can use the leftover funds toward another project.

Bethel Bank Stabilization Project (BBSB) & Ridgecrest Dr. – Working to find material for our match for this project. As of this date we will not be required to provide a match which was to be 25%.

The Avenues- Reviewing the options for the PER/EA. On March 6 meet with DOWL to discuss the PER. The USDA will allow for a phased approach for this project which will include the sewer and water trucks. Telephonic meeting with USDA, DOWL, and city to discuss options regarding the PER/EA. USDA has given DOWL the go-ahead to finish the PER/EA. After PER/EA from DOWL Inc., is completed the USDA will evaluate the report and pick option based on the lowest life-cycle costs.

Pinkys Park-Boardwalk- Discussed with ONC's Pat Samson requesting a proposal of cost for design and construction of installing lighting along the boardwalk. We will keep ONC informed of the progress. We think that the project can be broken up into two phases uses a yearly grant that ONC can facilitate.

PD – Asked the Police Chief to look into updating our 911 system so we can track 911 call from dispatch.-

Ridgecrest Drive- Discussed DOT plans to the Public Safety Committee about the roads in Bethel. The public comment period ended March 16, and we are waiting for them to be reviewed.

Tundra Ridge Road Realignment- Meet with DOWL to discuss DOT's transportation plan for the City, which also includes this road. Resolution from city council forward to comments for the St. Trans. Imp. Plan

Landfill Closure- We are going to take soil samples and have them retested to see if the fill at the sand pit that we own will meet the requirements for the cover material for closing the landfill.

PW Boilers- Engineers were on site to look at the boiler room and are working on a design. Notified on 3/16 that a structural review will have to be performed to make show the floor is strong enough to hold the new boilers.

Courthouse RFP- Artitech reviewed Ak.Court Sys. RFP to determine what the City needed to include in our response to requested floor space. The architect has stated that we meet the requirements in general but there would have to be some modifications to the building would have to be made. The cost of the modifications was not part of this report. I have requested a cost estimate of any modifications to the building as required by the RFP. Signed the lease for the next two years. We will invoice them from January for any amounts that are due.

Lift Stations- Waiting for a proposal to design the panels and the same for a new lift station. We are looking at the possibility of rebuilding the lift station if we need to because of funding. Ridgecrest lift station might need a new pump, the cost of which is \$58,000. The electrical problems are resolved, and we are not discharging the backwash form the filters. Meet with the DEC on March 14 to discuss the method we have to use when the pipes freeze.

DEPARTMENTS

YKFC- Helped resolved some problems with finding valves to turn off the water to repair leaky showers.

Finance Dept.- We discharge the new Assitant Finance Director. Asked HR Dept. for a better background check than what is required in the BMC when filling this position.-Audit is underway. Have reviewed depts. budgets when completed. Reviewed lease agreement for the ladder truck. A candidate for the assistant finance position has been interviewed me the Finance Director, HR and myself and one final interview is scheduled for 3/21/18

Public Works- Wastewater Non –Compliance reports being forwarded to the DEC. Have set up a meeting for Jan14 to review our wastewater discharge permit. - On February 3 the waterlines, the Public Works building is working. The utility maintenance crew replaced 480 ft. of water pipe. The cost to contract this work out is estimated to cost \$1,000,000 per thousand ft. Though this repair took a month to get to considerable savings was realized by doing the job ourselves. The electrical contractors arrived February 5 to repair the lift station on Ridgecrest. A local contractor worked on the lift station and had to leave before the repairs were completed.- RUBA – There was a made an error in our score, we have notified them of the discrepancy, and we had not made a notification to the state about paying a \$25.00 payment to the IRS.

Management Team Reports

March 20, 2018

TO: Pete Williams

FROM: Jim Chevigny

Management report – February, 2018

As you are well aware, this month was a step forward and 2 steps back, as to the Finance Depts' staffing. The positives are we brought on board a new AR accountant to take over Cindy's position, then elevated Cindy to the GL accountant position. Cindy has trained her replacement and now with the budget mod having been passed, there are funds available to bring Cindy up to speed. She is doing her best, yet there are areas that she will pick up quickly once shown in detail, aspects of the position she will learn. The Asst Finance Director did not work out, and I thank you for making the timely decision here. We spent less than \$300 of the \$5,000 in moving expenses for this position.

I am interviewing another applicant that interestingly is well qualified and will wrap this up this week. The finance department will have its first full complement of staff, if this person accepts our offer, for the first time since I have been with the city. Even so, there is much training and cross-training to be done, as the tenures in each position, as of 3.15.18, are: 1 week, 1.5 months, 1 month, 3 months and 2 years.

We are making good progress on the 2019 COB budget, with final meetings completed with each department head, yet there is much work to be done before the early April requirement, and I expect the budget to be mostly complete and ready for submission. My medical leave this week will impact the timing, but we will get it substantially completed.

The auditors were here as you know, tying up all finance personnel for that week and a half, setting some plans back a bit. They completed their initial field work and hopefully, if I can pull the Carmen Jackson people in, they can stay on track.

AR completed their review of the status of all the lodging businesses, tying down their tax returns, business licenses, sales tax certificates, insurance submittals, etc, for the first time, possibly ever. We now have a system in place to keep track of these and contact them efficiently when needed. The results were very positive and we are expanding this work into other areas.

Utility Billing has brought that department up to a very current status, as to our daily data inputs, which allowed us to send out the utility billings not on the 5th, which has been the norm, but on the 2nd, to my knowledge, the earliest in anyone's memory. We have a staff person that has truly taken charge and I am working closely with her to expand her tasks, now that she is 3 months into the position and has learned it thoroughly.

MEMORANDUM

DATE: 03.01.2018
TO: Peter Williams, City Manager
FROM: Bill Arnold, Public Works Director
SUBJECT: Manager's Report –

Programs/Divisions

Public Works Director:

For the past few months the Public Works Department has been working on a water metering system for the water trucks. We have been in contact with Instruments Direct on a solution and found there is a meter with no moving parts that should work with our conditions. At this time we are installing one in a truck to test. After we will test for a month and record the information and give a report to council.

The IC project is in full swing and is on schedule. At this time there were some change orders and there is minimal funds for them. Dowl suggest that there should be 6-8% of funds for change orders that we do not have in the grant. The recommend the city should take this in consideration during the budget.

Hauled Utilities: On the month of February 2018, Hauled Utility Dept. has had a lot of improvement in its services as well as time and attendance of our working crew.

Even there were a few employees on leave, the crew has worked hard and worked together to complete the route sheets as scheduled on time.

Safety and maintenance on the utility trucks has helped to meet each drives ability to complete all route sheets as scheduled. The safety of our working crew has helped to improve the safety on the job and the efficiency of each utility truck on the road as well.

The daily route sheets have improved to the efficiency of each worker to work without much overtime. The daily route sheets are still being worked on a daily basis to meet each driver's ability to complete each route sheet on time and as scheduled.

Team work has improved a lot in the hauled utility department.

We are looking forward to our overweight and oversized permits for the utility trucks for the month of March. As well as having some new safety equipment like the new fire extinguishers for the utility trucks on the road.

A spring type snack to check the water fill and the overflow pipe would be greatly appreciated to help decrease incidents on services in the cold winter months for water delivery.

The daily route sheets that are filed in the system are now being done to help

improve the communication between the Billing Department and Hauled Utility Services Department on a daily basis. The filing system is new and should help a lot in the future to deal with the services being done and the communication with the customers.

Utility Maintenance:

This month we had some issues with our Main Liftstation overflowing. Causing us to divert our backwash waste water from our 2 water plants to the tundra. We are currently waiting for a few relays to be changed. We are currently work on the city shop water supply line which should be up and running the 1st week of March. We also continue to flush sewer lines where needed. We also hold a daily safety meeting.

Property Maintenance:

For the month of February Property Maintenance Crew has worked in 40 work orders, emergency calls and call outs; to maintain the City of Bethel buildings; I will describe some of the most important ones and have a Work Orders Report list attached.

Public Works Building. We connected and installed compressor at the City Shop. We provide assistance with Utility Maintenance Crew installing the artic pipes.

New office renovation we finished the floors, installed a door, trimmed for the door and windows; painted the base boarders heating panels

Log cabin. We changed solenoid, fuel pump and installed thermostat covers.

Lift Station. We installed a new united heather.

YKFC We helped to locate the water valves for the showers and replaced three cartridge for men's shower.

Fire Department. We assisted Pioneer Door contractors to fix the doors; also they repaired Bus Barn door and Frontier Fire installed heat detector into the Bathroom of the Fire Station.

Courthouse. We assisted Frontier Fire plugged sprinkler line into Courthouse Elevator Control Room.

Dog Pond. We installed a new water pump and repaired burst water copper pipes and fixed the sink and toiled.

Parks and Recreation:

The City of Bethel Parks and Recreation is closed for the season. Property Maintenance will periodically check the board walks, benches and picnic tables for repairs and prune or remove over grow trees and shrub.

Road Maintenance:

Streets and Roads had to get the steamer out during the thaw to steam out some key culverts before they froze up. After the last thaw, it looks like this it will be a bad culverts year this spring with so many culverts frozen. With all the powder snow, we been having, it also looks like we will have a lot of water this spring when the thaw starts.

Streets and Roads, also with all the snow we been getting now, when the graders gets through with plowing the snow in the subdivision, we would use the loaders to plow out the berms in the drive ways that was lift by the graders. As we get more storms, the berms get higher, so there for we spend more time with the loaders plowing them out.

Streets and Roads, also with the last big thaw we had to lay more gravel on Ridgecrest Drive, Akakeek Street, and Ptarmigan Street in order to keep those streets smoother. We used a lot of gravel this winter in order to keep the roads smoother, with all the thaws we had this winter.

Vehicles and Equipment:

The month of February was a productive month vehicles and equipment in and out. 725 Engine has been installed just working out some minor issues.
Work smart work safe!

Transit System: The month of February continued to be a busy month. For the last couple of weeks we've been down one full time driver but still able to maintain both the Green and Red Lines. It made for longer days but it was important to keep them both running to serve our passengers. HR is advertising the full time driver position but has had no applicants.

We sold 8 adult monthly passes, 2 senior monthly passes and 2 youth monthly passes. The total ridership was 1905; 342 seniors, 100 youth, 1468 general, and within that number, there were 211 Disabled Handicapped.

With the cold weather finally coming the Transit Bus Barn is playing a critical role in helping us to maintain the buses and having them ready for the daily bus runs. The July, August, September, November and December Budget Summaries have

been submitted and accepted by the State. We are working on the January ones and as soon as the Finance Department closes out January we'll be able to finish it.

The condition of our buses are maxing out, the State DOT, recommends that buses be phased out when they are five years old and/or 100,000 miles. Our newest bus was purchased in October of 2014, three years old, but has 116,000+ miles, Bus 438 our oldest and smallest bus was purchased in 2008, nine years old, and has 115,000+ miles. Bus 436, the diesel, was purchased in 2008, nine years old, and has 140,000 miles. Bus 437, diesel, was purchased in 2008, and has a bad motor and is not being used.

Landfill / Recycle Center:

There has not been anything special going on at the landfill this past month. We are simply maintaining and doing the everyday things that need to be done. Streets and roads crew continues to bring cover material to either stock pile or cover trash. They have also began to build up the back berm.

Water Plant Operations:

The month of February we continue our monthly DMR report, also our monthly water log records. We will continue to file a noncompliance report for discharging our backwash waste water to tundra. We also do our daily safety meeting. We also turn in a monthly maintenance for both water plants to OEH.

Staffing Issues/Concerns/Training:



City of Bethel

Property Maintenance

Streets and Roads

Owl Playground Renovation

Schedule Spring 2018

Description	Dates				
	May14	May15	May16	May17	May18
Cover the driveway from AVCP	X				
Adding 30 loads of sand to level the playground area.		X	X		
Removal of the basketball hood and swing set.	X				
Gazebo removal and leveling			X	X	
Removal of the picnic tables and restoring them with 2"x10"x10'		X			
Removal of all the playground equipment.		X			
Installation of the new playground equipment				X	X
Adding mulch for the playground area.					X
<ul style="list-style-type: none"> The playground installation will depend when the new playground equipment gets to Bethel. 					

City Clerk's Report

City of Bethel, Alaska

City Clerk's Office

Council Meetings and Events

April 10, 2018 Regular Meeting

Request for Proposal for Courthouse Lease

The office has spent hours working on the Technical Criteria 1 and 2 in coordination with the City Attorney and support from the Grant Manager.

Council Document Preparation

Resolution Supporting Recover Alaska- will be presented to the Council at a later meeting.

Ordinance Amending BMC 13.16.150- This was initiated by the Landfill Manager and reworked/amended by the office.

Ordinance Amending Sales Tax Exemption- Documents prepared by the City Attorney but reviewed and suggested amendments submitted by the office.

AM Directing Administration to set up a meeting with AC- This was a collaboration with the Attorney.

Resolution- AVCP Museum Advisory Committee participation.

Burial Permits March 1-20

4 Burial Permits have been issued and 1 Reservation.

The City Clerk's Office issues burial permits and reservations for the community cemeteries. The time required to process and coordinate a burial can range between 20 to 40 minutes total depending on the needs of the family.

Passport Applications March 1-20

21 Application Processed.

The City Clerk is the only Passport Acceptance Agent in the Region. Each appointment can take between 15 and 30 minutes depending on how prepared the applicant is.

Bethel Municipal Code Supplement Schedule

The Office has finalized the 2017 supplement schedule and will be updating the Council's Code Books once the supplements are received by the publishing company. As a reminder, the online code is the most up to date. It typically takes between two and three weeks for the online version of the code to reflect any updated ordinances. This can at times be extending if the amendments are large or have a later effective date.

Elections

As with previous years, the City's Regular Election falls concurrent to the AVCP Convention, which means the City is unable to utilize the precinct location in the front of the Cultural Center. We have a request in with AVCP to see if we would be able to utilize the museum space in the back of the building as we have done in previous years.

Otherwise, when time will allow the office is working on updating and organizing the October 2, Election.

City of Bethel

Timeline for Review/Action of Liquor License Renewals

Doing Business As	License Type	Name of Applicant
Fili's Pizza License Number 5445	Restaurant Eating Place	Mefail Saliu
Mailing Address	Location of Premises	Business Telephone Number
P.O Box 3051	110 Osage Street	907-543-7010

Date Notice Received by City Clerk's Office	1-17-2018
Date City Manager Sends Application Notice to Directors	1-17-2018
Deadline for Department Head Reports (14 days from Notice from City Manager)	1-31-2018
Date Written Report Sent to City Council from City Manager (20 days from Date Notice received by the City Clerk's Office)	2-1-2018
Date of Council Review (30-40 calendar days from Date Notice received by City Clerk)	2-27-2018
Date of Council's Regular Meeting Prior to Protest Deadline*	3-13-2018
Deadline for Protest	3-18-2018

Doing Business As	License Type	Name of Applicant
*Caribou Traders Liquor	Package Store	Caribou Traders Liquor, LLC
Mailing Address	Location of Premises	Business Telephone Number
3351 Arctic Blvd. ANC 99503	750 Front Street	907-751-6800

This is the license transfer from Bethel Spirits.

Date Notice Received by City Clerk's Office	3-12-2018
Date City Manager Sends Application Notice to Directors	3-12-2018
Deadline for Department Head Reports (14 days from Notice from City Manager)	3-27-2018
Date Written Report Sent to City Council from City Manager (20 days from Date Notice received by the City Clerk's Office)	4-2-2018
Date of Council Review (30-40 calendar days from Date Notice received by City Clerk)	4-24-2018
Date of Council's Regular Meeting Prior to Protest Deadline*	5-8-2018
Deadline for Protest	5-11-2018

The City Clerk's Office has notice requirements to the applicants if the Council intends to consider a protest of the issuance or renewal of liquor licenses. If a council member is interested in protesting the issuance or renewal of any licenses, the City Clerk should be notified at least 14 days in advance of the date of the Council's last meeting before the protest deadline to ensure there is time to draft the protest, have it reviewed and sufficient notification provided to the applicant.

Executive Session

Additional Information
