



# City of Bethel

P.O. Box 1388

Bethel, Alaska 99559

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**Regular City Council Meeting**

**Tuesday, May 23, 2017**

**6:30 P.M.**

**Council Chambers; Bethel, Alaska**



# City Council Meeting Agenda

## Regularly Scheduled Meeting

May 23, 2017 – 6:30 pm  
City Hall 300 State Highway, Bethel, AK  
City of Bethel Council Chambers

Rick Robb  
Mayor  
Term Expires 2017  
[rrobb@cityofbethel.net](mailto:rrobb@cityofbethel.net)

Fred Watson  
Vice-Mayor  
Term Expires 2018  
[fwatson@cityofbethel.net](mailto:fwatson@cityofbethel.net)

Leif Albertson  
Council Member  
Term Expires 2017  
[labertson@cityofbethel.net](mailto:labertson@cityofbethel.net)

Alisha Welch  
Council Member  
Term Expires 2017  
[arwelch@cityofbethel.net](mailto:arwelch@cityofbethel.net)

Norman Ayagalria  
Council Member  
Term Expires 2018  
[nayagalria@cityofbethel.net](mailto:nayagalria@cityofbethel.net)

Mark Springer  
Council Member  
Term Expires 2017  
[mspringer@cityofbethel.net](mailto:mspringer@cityofbethel.net)

Naim Shabani  
Council Member  
Term Expires 2017  
[nshabani@cityofbethel.net](mailto:nshabani@cityofbethel.net)

Pete Williams  
Acting City Manager  
543-2047  
[pwilliams@cityofbethel.net](mailto:pwilliams@cityofbethel.net)

Lori Strickler  
City Clerk  
543-1384  
[lstrickler@cityofbethel.net](mailto: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) \*5-4-2017 Special Meeting Minutes
  - b) \*5-8-2017 Special Meeting Minutes
  - c) \*5-9-2017 Regular Meeting Minutes
  - d) \*5-11-2017 Special Meeting Minutes
- VII. REPORTS OF STANDING COMMITTEE**
- VIII. SPECIAL ORDER OF BUSINESS**
  - a) YK Fitness Center Update
- IX. UNFINISHED BUSINESS**
  - a) Public Hearing of Ordinance 17-25: Authorizing The Disposal Of Property Pursuant To BMC 4.08.030(B) Lease Agreement Between The City Of Bethel And Alaska Department Of Environmental Conservation-ADEC (City Manager Williams) **45**
  - b) Public Hearing of Budget Ordinance 16-17(m): Amending the Adopted Annual FY 2017 Budget- Classification Study (City Manager Williams) **50**
  - c) Employment Contract Negotiation/Renewal City Attorney (Mayor Robb) **52**
- X. NEW BUSINESS**
  - a) \*Resolution 17-10: Authorizing Interim Bank Financing For The Sewage Lagoon Rehabilitation And Sewage Lagoon Jetty Repair Projects (City Manager Williams) **61**
  - b) \*Introduction of Ordinance 17-26: Amending Bethel Municipal Code Chapter 4 – Revenue And Finance, Section .04 Budget And Audit (Council Member Watson) **62**
  - c) \*Introduction of Ordinance 17-27: Amending Bethel Municipal Code 9.36, Nuisance Abatement, Penalties And Remedies (Mayor Robb) **63**
  - d) AM 17-36 Directing Administration To Pursue Development Of One Or More Roads Through Or Around The Donut Hole To Facilitate The Movement Of Goods And People in Bethel (City Manager Williams) **65**
- XI. MAYOR'S REPORT**
- XII. MANAGER'S REPORTS**
- XIII. CLERK'S REPORT**
- XIV. COUNCIL MEMBER COMMENTS**
- XV. EXECUTIVE SESSION**
  - a) Alaska Statutes Title 44.62.310, Matters, the Immediate Knowledge of Which Would Clearly have an Adverse Effect upon the Finances of the Public Entity - Contract Negotiations – City Attorney's Employment (Council Member Albertson)
- XVI. ADJOURNMENT**

Agenda posted on May 17, 2017, at City Hall, AC Co., Swanson's, and the Post Office.

Lori Stickler, 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 June 13, 2017**.

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.

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# ***Approval of the Meeting Minutes***

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**I. CALL TO ORDER**

A Special Meeting of the Bethel City Council was held on May 4, 2017 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**

<b>Comprising a quorum of the Council, the following members were present:</b>	
<input checked="" type="checkbox"/> Mayor Rick Robb	<input checked="" type="checkbox"/> Council Member Norman Ayagalria
<input checked="" type="checkbox"/> Council Member Leif Albertson	<input checked="" type="checkbox"/> Council Member Naim Shabani
<input checked="" type="checkbox"/> Council Member Alisha Welch	<input checked="" type="checkbox"/> Council Member Mark Springer
<b>Members Absent:</b>	
<input checked="" type="checkbox"/> Council Member Fred Watson	

**IV. PEOPLE TO BE HEARD**

Agnes Phillips- Stated concerns over alcohol in the community.

David Trantham – Stated concerns related the Council’s lack of transparency with the Council and with Administration as well as the City’s apparent budget issues.

**V. APPROVAL OF THE CONSENT AND REGULAR AGENDA**

**Main Motion:** Approve the Agenda.

Moved by:	Springer
Seconded by:	Shabani
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"/> Welch <input checked="" type="checkbox"/> Ayagalria <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	-0

## VI. NEW BUSINESS

### Item A – City of Bethel Board of Adjustment Appeal Hearing:

APPELLANT: Steve Chung, Tundra Liquor Cache, 105 Hoffman PO Box, 3067, Bethel, AK 99559.

APPEAL: Planning Commission denying the issuance of a Conditional Use Permit to operate a package store (AS 04.11.150) within the City of Bethel.

*The City Clerk administered an oath to the parties providing testimony at the hearing.*

### Those providing testimony were:

#### Appellant

Steve Chung, PO Box 3067.

#### Appellee

City Attorney, Patty Burley PO Box 1388.  
Jon Cochrane, Planning Commissioner PO 1525.  
Ted Meyer, City Planner PO Box 1388.

#### Interested Persons.

Jane Burris Cofsky PO Box 2958 1430 Hoffman Subdivision.  
Glen Cofsky PO Box 2958 1430 Hoffman Subdivision.  
Justin Wintersteen PO Box 2022, 170 Hoffman Road.

*Exited the deliberative process at 10:09p.*

*Council Member Norman Ayagalria departed the Board of Adjustment hearing at 10:00p.*

Decision of the board of adjustment to remand of appeal of Steve Chung to the planning commission.

The board of adjustment maintains jurisdiction of the appeal and remands the decision to the Planning Commission with the following directions:

1. Prepare a complete record of decision.
2. Assure conflicts of interest are declared and ruled on the record.
3. Consider mitigation measures collaboratively between the applicant and interested parties.
4. Prepare a resolution with findings and conclusions as described

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### **Main Motion:**

in BMC 18.60.050 (e) based upon the existing record on appeal.

5. Consider the recommendations of the planner in the resolution setting for the findings and conclusions.

The Planning Commission decision on remand of the Conditional Use Permit shall be decided by June 2, 2017.

If the Planning Commission reverses its decision, that decision may be subject to appeal.

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Moved by:	Springer
Seconded by:	Welch
Action:	Motion carries by a vote of 5-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Welch <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	-0

### **Item B – Item B- City of Bethel, City Council Appeal Hearing:**

APPELLANT: HUB International Limited

APPEAL: Appeal of City Manager's decision on protest for request for proposals for general insurance broker services.

#### Appellant

Doug Brown, HUB International

#### Appellee

Patty Burley, City Attorney

Ted Meyer, City Planner and Request for Proposal Reviewer

#### Interested Parties

Michael Combs

The council moved into closed session to deliberate. 10:41p

Back on he record at 11:12.

**Main Motion:** Reject the appeal of HUB International and uphold the decision of the City manager.

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Moved by:	Springer
Seconded by:	Shabani
Action:	Motion carries by a vote of 5-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Welch <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	-0

**The findings on the appeal are set forth in the City Manager's decision.**

**VII. ADJOURNMENT**

**Main Motion:** Adjourn.

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Moved by:	Springer
Seconded by:	Welch
Action:	Motion carries by a vote of 5-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Welch <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	∅

*Council adjourned at 11:14 p.m.*

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Richard Robb, Mayor

ATTEST:

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Lori Strickler, City Clerk

**I. CALL TO ORDER**

A Special Meeting of the Bethel City Council was held on May 8, 2017 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**

<b>Comprising a quorum of the Council, the following members were present:</b>	
Mayor Rick Robb	Council Member Norman Ayagalria
Council Member Naim Shabani	Council Member Leif Albertson
Council Member Alisha Welch	Council Member Fred Watson
Council Member Mark Springer <i>arrived after roll call</i>	
<b>Members Absent:</b>	
<b>Also in attendance were the following:</b>	
City Manager Pete Williams	Asst. City Clerk Kevin Morgan
Finance Director Jim Chevigny	

**IV. PEOPLE TO BE HEARD**

Paul Dorn – Spoke in support of Fire Chief’s measures. In favor of increased staffing. Vehicles are up in miles and age. Worried about the time it would take to replace vehicles if they have any catastrophic failures.

**V. APPROVAL OF THE REGULAR AGENDA**

**Main Motion:** Approve the Regular Agenda.

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Moved by: Welch  
Seconded by: Shabani  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Ayagalria  Watson  Shabani  
Opposed: -0

## **VI. UNFINISHED BUSINESS**

*Council Member Mark Springer Arrived at 6:51pm*

## **VII. ADJOURNMENT**

**Main Motion:** Adjournment.

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Moved by: Albertson  
Seconded by: Ayagalria  
Action: Motion carries by a vote of 7-0  
In favor:  Robb  Albertson  Welch  Ayagalria  Watson  Springer  Shabani  
Opposed: -0

*Council adjourned at 8:47 p.m.*

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Richard Robb, Mayor

ATTEST:

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Lori Strickler, City Clerk

**I. CALL TO ORDER**

A Regular Meeting of the Bethel City Council was held on May 9, 2017 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**

<b>Comprising a quorum of the Council, the following members were present:</b>	
Mayor Rick Robb	Council Member Norman Ayagalria
Council Member Mark Springer	Council Member Fred Watson
Council Member Alisha Welch	Council Member Leif Albertson
Council Member Naim Shabani	
<b>Also in attendance were the following:</b>	
City Attorney Patty Burley	Asst. City Clerk Kevin Morgan
City Manager Pete Williams	

**IV. PEOPLE TO BE HEARD**

Mary Nanuwak- Stated that she came to the meeting when it was time to replace Byron Maczynski's seat, but nobody was around, so she left. She thought it was unfair as she was interested in the seat. She congratulated the new councilmember and wished them well. She believes that air containments are a danger for the people in this area. She commended the community members who picked up trash along the road.

**V. APPROVAL OF THE CONSENT AND REGULAR AGENDA**

**Main Motion:** Approve the Consent and Regular Agenda.

Moved by:	Springer
Seconded by:	Welch
Action:	Motion carries by a vote of 7-0

In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Welch <input checked="" type="checkbox"/> Ayagalria <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	0
<b>Primary Amendment:</b> Remove "Item F" from Unfinished Business and move it after "Executive Session."	
Moved by:	Welch
Seconded by:	Springer
Action:	Motion carries by a vote of 7-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Welch <input checked="" type="checkbox"/> Ayagalria <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	0
<b>Removal from Consent:</b> Item A and Item B from New Business.	
Moved by:	Albertson

**VI. APPROVAL OF THE MEETING MINUTES**

**Item A** – 4-20-2017 Special City Council Meeting.  
*Passed on the Consent Agenda*

**Item B** – 4-24-2017 Special City Council Meeting.  
*Passed on the Consent Agenda*

**Item C** – 4-25-2017 Regular City Council Meeting.  
*Passed on the Consent Agenda*

**Item D**– 5-1-2017 Special City Council Meeting.  
*Passed on the Consent Agenda*

**VII. REPORTS OF STANDING COMMITTEES**

**Public Safety and Transportation Commission –**

Council Representative, Norman Ayagalria– They had a meeting May 3<sup>rd</sup>. Update about YKHC expansion project. The City of Bethel will be involved in transit planning. Currently, Department of Transportation and YKHC are working together on this project. There are high times of traffic in the area of the project during the morning due the dropping off of children to the school in the area coinciding with the shift changes of hospital employees.

He also spoke of legislation (Ground Emergency Medical Transportation Services) that can benefit the Fire Department that is currently going through the legislature.

They discussed Animal Control. Loose dogs can cause financial difficulty to families water and sewer services, due to denial of service because of unclean areas caused by loose dogs. Loose

dogs can be trapped with traps from the City and citations can be given out. It's not feasible to have an animal control officer right now.

They are requesting one extra full-time position for the Fire Department due to a 20% increase of service calls. The new ambulance will be here on the fall barge. They also looked into re-instating a Temporary officer program but have not made a decision about it yet.

**Port Commission –**

Council Representative, Alisha Welch – Will meet on the 15th. Looking for more members.

**Planning Commission –**

Council Representative, Mark Springer– Will meet May 11 to discuss a new subdivision ordinance and will have a public hearing on the Blue Sky Subdivision proposal.

**Parks, Recreation, Aquatic Health and Safety Center Committee –**

Michelle Dewitt spoke – They met on May 8<sup>th</sup>. They talked about three main topics. They appreciated the Clean up Green up Proclamation by Council. Wanted the City to consider having City employees participate in Clean Up Green Up during work hours and would like other organizations to consider doing that as well.

There are questions and hesitations about who and how this year's 4<sup>th</sup> of July event will be run. Last year, the City Manager directed a temporary summer hire to coordinate the event with a Parks and Rec employee and significant Volunteer hours. This year due to travel schedules, the committee will not be able to provide the 50-100 hours of volunteer time needed for the event. Park's and Rec Budget under Public Works is only 43% spent with two months left in the budget. Would like the City to use some of those funds to hire a temporary staff to coordinate the 4<sup>th</sup> of July. Would like the city to consider privatizing certain recreational opportunities such as park maintenance, event coordination, supporting local sport leagues, and recreational programs.

**Finance Committee –**

City Attorney Patty Burley-

They had a Special Meeting on May 8<sup>th</sup>. They reviewed changes and tabled items. They expect to finish the revisions on the sales tax code on the 22<sup>nd</sup>.

**Energy Committee –**

Council Representative, Rick Robb –  
No new meeting to report.

**Public Works Committee –**

Council Representative, Naim Shabani –  
Next meeting May 17th

## VIII. SPECIAL ORDER OF BUSINESS

### Item A – Election of Vice-Mayor.

<b>Nomination:</b>	Albertson
Motion:	Welch
<b>Nomination:</b>	Watson
Motion:	Ayagalria
<b>Nomination:</b>	Springer
Motion:	Shabani

*Council Member Springer declined the Nomination.*

#### Round One Voting

5 Votes for Watson

2 Votes for Albertson

Council Member Fred Watson was elected Vice-Mayor by the Council.

*Council Member Ayagalria left the chambers at 7:10pm*

## IX. UNFINISHED BUSINESS

### Item A – Public Hearing Of Ordinance 17-11: Amending Bethel Municipal Code Chapter 14, Ports And Harbors.

*Mayor Robb opened the Public Hearing.*

*No one present to be heard.*

*Mayor Robb closed the Public Hearing.*

<b>Main Motion:</b>	Adopt Ordinance 17-11 was made at the April 11, Regular Meeting.
Moved by:	Welch
Seconded by:	Ayagalria
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"/> Welch <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	∅
<b>Primary Amendment:</b>	Strike from 14.03.200b "A request must be submitted to the Port Director at least four (4) hours in advance." and change to "The port director should be notified at least four hours in advance.
Moved by:	Springer
Seconded by:	Shabani

Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Secondary  
Amendment:** Strike "should" insert "shall"

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Moved by: Springer  
Seconded by: Albertson  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Primary  
Amendment:** 14.04.030(h) change "July" to "January."

---

Moved by: Springer  
Seconded by: Albertson  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Primary  
Amendment:** 14.04.030(I) Strike Section "I" and change to "No employee of the Port Department or any member of their immediate family may hold a seat on the Commission"

---

Moved by: Shabani  
Seconded by: Springer  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Primary  
Amendment:** 14.04.040(A) strike "and the Federal Maritime Commission"

---

Moved by: Springer  
Seconded by: Albertson  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Primary  
Amendment:** 14.04.070(c) insert "attempt to" between "shall" and "meet" in the first sentence.

---

Moved by: Albertson  
Seconded by: welch  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Primary**

**Amendment:** Accept City Attorney recommendations for 14.04.100.

---

Moved by:	Springer
Seconded by:	Welch
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"/> Welch <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	∅

**Primary**

**Amendment:** Strike out 14.04.110

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Moved by:	Welch
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"/> Welch <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	∅

**Primary**

**Amendment:** 14.05.010 strike "number" and replace with "official number or State Registration number."

---

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"/> Welch <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	∅

**Primary**

**Amendment:** 14.05.220(a) strike "Port Director "insert "US Coast Guard" in second sentence.

---

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"/> Welch <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	∅

**Primary**

**Amendment:** 14.05.220 a,b,c,d Replace transport and transported with "handle/handled and handling" as appropriate.

---

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"/> Welch <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	∅

**Primary**

**Amendment:** 14.06.020(a) add to the end of the sentence "and any applicable penalties."

---

Moved by:	Albertson
Seconded by:	Springer

Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Subsidiary Motion:** 5 minute break

---

Moved by: Springer  
Seconded by: Welch  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Primary**

**Amendment:** 14.08.050(a) strike "City Clerk" and insert "Port Director."

---

Moved by: Welch  
Seconded by: Springer  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Item B – Public Hearing Of Ordinance 17-22: Amending The City Of Bethel Fee And Rate Schedule.**

*Mayor Robb opened the Public Hearing.*

*No one present to be heard.*

*Mayor Robb closed the Public Hearing.*

**Main Motion:** Adopt Ordinance 17-22.

---

Moved by: Albertson  
Seconded by: Welch  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Primary Amendment:** Under Garbage and Landfill rates, Under Vehicle Disposal at the Dump, per vehicle if batter and liquids are removed insert after free in the price section "limit to two per year."

---

Moved by: Albertson  
Seconded by: Welch  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Secondary Amendment:** Add "For each additional vehicle disposal \$200 if battery and liquids are removed; \$300 if battery and liquids are not removed."

---

Moved by: Albertson  
Seconded by: Welch  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Item C – Public Hearing of Ordinance 17-23: Amending Bethel Municipal Code 13.08.360 Experiments and Innovations.**

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

**Main Motion:** Adopt Ordinance 17-23.

---

Moved by: Albertson  
Seconded by: Shabani  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

Change the first three sentences to "Nothing in this Chapter shall be construed to prohibit the use of experimental and/or innovative processes or procedures for waste treatment. The operation of such device, process or procedure shall have the prior written approval of the Public works Director. After a public hearing of the Public Works Committee, the Public Works Director shall evaluate the advice of the Public Works Committee in approving such devices, processes and procedures to ensure that they are not in conflict with the health and welfare of the city."

**Primary Amendment:**

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Moved by: Albertson  
Seconded by: Welch  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Secondary Amendment:**

Strike "approving" and Insert "considering approval of all."

---

Moved by: Albertson  
Seconded by: Welch  
Action: Motion carries by a vote of 6-0  
In favor:  Robb  Albertson  Welch  Watson  Springer  Shabani  
Opposed:  $\emptyset$

**Item D – Public Hearing Of Budget Ordinance 16-17(I): Police Department’s ProComm Agreement Payment Schedule Change.**

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

**Main Motion:** Adopt Budget Ordinance 16-17(I).

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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"/> Welch <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	∅

**Item E – AM 17-31: Directing The City Manager To Enter Into A Contract With The Successful Proposer For General Insurance Broker Services.**

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

**Main Motion:** Approve AM 17-31 was made at the April 25, Regular Meeting.

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Moved by:	Springer
Seconded by:	Watson
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"/> Welch <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	∅

**Primary**

**Amendment:** Strike “to enter into” and insert “negotiate and execute.”

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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"/> Welch <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	∅

**X. NEW BUSINESS**

**Item A –Introduction of Ordinance 17-25: Authorizing The Disposal Of Property Pursuant To BMC 4.08.030(B) Lease Agreement Between The City Of Bethel And Alaska Department Of Environmental Conservation-ADEC.**

**Main Motion:** Introduction of Ordinance 17-25.

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

**Item B** – Introduction of Budget Ordinance 16-17(m): Amending the Adopted Annual FY 2017 Budget- Classification Study.

**Main Motion:** Introduce Budget Ordinance 16-17(m).

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

**Item C** – AM 17-35: Approve the City Clerk’s Request For Administrative Leave May 22 And May 23, 2017.

*Passed on the Consent Agenda*

**Item D** –IM 17-03: Monthly City Council Financial Report

**XI. MAYOR’S REPORT**

**XII. MANAGER’S REPORT**

**XIII. CLERK’S REPORT**

**XIV. COUNCIL MEMBER COMMENTS**

Mayor Richard Robb – To State Boards are meeting in Bethel: The Mental Health Board, and the Advisory Board on Alcohol and Drug abuse. They will be meeting Tuesday, Wednesday and Thursday morning at the Cultural Center. Wishes everyone safe boating.

Vice-Mayor Fred Watson – Congratulates winner of the Break Up. Wants everyone to remember to wear life jackets and boat safely this summer.

Council Member Leif Albertson – Reminded everyone that June 24<sup>th</sup> is the date for the Bethel Half Marathon. Call him at 543-4553 if you have any questions.

Council Member Alisha Welch – Wants everybody to stay safe on river and remember to Clean up Green up.

Council Member Mark Springer – Commended Break Up Bash. Commended the boys from McCann Treatment Center for a great job of cleanup the Kasayuli area. The Governor recognized Correctional Officers week and he wanted to extend those wishes to Correctional Officers from our area. Wishes wife happy anniversary.

Council Member Naim Shabani – Looking forward to the summer. This was his 1<sup>st</sup> regular meeting as a Council Member and he would like to thank everybody involved with the meeting.

## **XV. EXECUTIVE SESSION**

**Item A** – Alaska Statutes Title 44.62.310 matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity- Union Negotiations.

**Item B** – Alaska Statutes Title 44.62.310, Matters, the Immediate Knowledge of Which Would Clearly have an Adverse Effect upon the Finances of the Public Entity - Contract Negotiations – City Attorney’s Employment.

Move into executive session –

Alaska Statutes Title 44.62.310 matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity- Union Negotiations. Those attending Item A are City Attorney Patty Burly, City Manager Pete Williams, Laura Cloward Human Resources at the City of Bethel, and Council.

Alaska Statutes Title 44.62.310, Matters, the Immediate Knowledge of Which Would Clearly have an Adverse Effect upon the Finances of the Public Entity - Contract Negotiations – City Attorney’s Employment. Those attending Item B was the Council.

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**Main Motion:**

Moved by:	Springer
Seconded by:	welch
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"/> Welch <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	∅

**Item F** – Employment Contract Negotiation/Renewal City Attorney.

*Mayor Robb opened the Public Hearing.*

*No one present to be heard.*

*Mayor Robb closed the Public Hearing.*

## **XVI. ADJOURNMENT**

**Main Motion:** Adjournment.

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Moved by:	Albertson
Seconded by:	Welch
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"/> Welch <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Shabani
Opposed:	0

*Council adjourned at 11:20am.*

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Richard Robb, Mayor

ATTEST:

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Kevin Morgan,  
Assistant City Clerk

**I. CALL TO ORDER**

A Special Meeting of the Bethel City Council was held on May 11, 2017 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**

<b>Comprising a quorum of the Council, the following members were present:</b>	
Mayor Rick Robb	Council Member Leif Albertson
Vice-Mayor Fred Watson	Council Member Naim Shabani
<b>Members Absent:</b>	
Council Member Mark Springer	Council Member Norman Ayagalria
Council Member Alisha Welch	
<b>Also in attendance were the following:</b>	
City Manager Pete Williams	Asst. City Clerk Kevin Morgan
Jim Chevigny Finance Director	

**IV. PEOPLE TO BE HEARD**

John Ahrens- Fire Dept./EMT- Spoke in favor of a new Fire Department Position and upgrading the Fire Department's vehicles.

Ann Kosacheff-BFD Budget- Pleaded to increase staff at the Fire Department. Thanked the City for the funding the medic 6 Ambulance. She presented an info flyer which showed a 86% increase in Fire Dept. calls in 10 years. The same amount of staff is doing twice the amount of work. She is concerned that the Fire Dept. will lose staff to the high demands of the job and in the long run it would be cheaper to hire an extra position.

Casey Burke- as 27yr. Veteran of the Fire Dept., he supports extra Staff and new vehicles for the Fire Dept. The ladder truck is not usable for its purpose. Thanked the council for the new ambulance.

John Sargent- Grant Manager for the City- pursuing grants for the City's Transit System. The State has extended some deadline for matching grant for new buses if the city want to take advantage of them. If the city contributed \$83,612 for a match grant, there will be two buses available. Having new buses will reduce maintenance costs on the other buses. The Transit system in Bethel averages a 100 rides a day.

Mary Nanuwak- Spoke in support of the transit system. It is used not only by Bethel Residents by people from the surrounding villages as well. She encouraged the City to find other partners to support the transit system. She proposed a one day a week "free ride day" to promote the use of the Transit System. Please support the transit system to reduce long wait times as well.

Peter Twitchell- Long-time Bethel resident and former Council Member. In support of the matching grant for the new buses. The transit system is important for people who cannot afford money in their budget for Cab rides.

Darin Solsbee- Fire Captain- In support of Fire Dept. adding a new position. There is a large work load that needs to be spread out to prevent burnout and employee turn over. 1700 calls a years is too much for 10 volunteers to handle. In support of a new ladder truck. The current one is inadequate and is used only to ferry equipment.

Dalton Beaver- In support of Fire Dept. Position and new vehicles. They average 100 calls a month. Last month they had 200. The ladder truck does not perform its function. He is concerned with personnel leaving due to the high workload depressing volunteer participation and increasing the duties of an already overworked staff.

Anita Patterson- Depends on the bus to travel to work and store and the post office. She would like the transit system to be supported.

## V. APPROVAL OF THE CONSENT AND REGULAR AGENDA

**Main Motion:** Approve the Agenda.

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Moved by:	Shabani
Seconded by:	Watson
Action:	Motion carries by a vote of 4-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Shabani
Opposed:	0

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**Primary** Move Item A of New Business before Unfinished Business

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**Amendment:**

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Moved by:	Watson
Seconded by:	Shabani
Action:	Motion carries by a vote of 4-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Shabani
Opposed:	0

**VI. NEW BUSINESS**

**Item A – Introduction Of Budget Ordinance 16-17 (n): Amending The Adopted FY 2017 Budget To Purchase A Dumpster Truck.**

**Main Motion:** Introduce Ordinance 16-17(n).

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Moved by:	Albertson
Seconded by:	Watson
Action:	Motion carries by a vote of 4-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Shabani

**VII. UNFINISHED BUSINESS**

*8:31pm- Council Member Shabani declares a conflict of interest when the Council begins to discuss the Transit Budget as he is the Co-owner of Kusko Cab. Mayor Robb decides that there is no conflict of interest as there is not significant financial interest.*

**VIII. ADJOURNMENT**

**Main Motion:** Adjournment.

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Moved by:	Albertson
Seconded by:	Watson
Action:	Motion carries by a vote of 4-0
In favor:	<input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Shabani
Opposed:	0

*Time of Adjournment- 9:15pm*

\_\_\_\_\_  
Richard Robb, Mayor

ATTEST:

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

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# ***Reports of Standing Committees***

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# City of Bethel, Alaska

## Public Safety & Transportation Commission

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May 3, 2017

Regular Meeting

Bethel, Alaska

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### I. CALL TO ORDER

A regular meeting of the Public Safety and Transportation Commission was held on May 3<sup>rd</sup>, 2017 in the Bethel City Hall Council Chambers.

This meeting was called to order at 6:30 pm.

### II. ROLL CALL

Present:

Joan Dewey *Chair*  
Eileen Henrikson *Vice Chair*  
Norman Ayagalria *Council Representative*  
Naim Shabani  
Mary Weiss  
Julene Webber  
Daniel Maczynski  
Jared Karr  
Ted Meyer

Absent:

Bill Howell *Fire Chief*  
Mary Nanuwak

Ex-Officio Present:

Andre Achee *Chief of Police*  
Daron Solesbee *Fire Captain*  
Christina Him *Recorder and Transportation Inspector Designee*

### III. PEOPLE TO BE HEARD

*No one to be heard.*

### IV. APPROVAL OF AGENDA

<b>MOVED:</b>	Ayagalria	Motion to approve the agenda.
<b>SECONDED:</b>	Henrikson	
<b>VOTE ON MAIN MOTION</b>	All in favor.	

**V. APPROVAL OF MINUTES**

<b>MOVED:</b>	Shabani	Motion to approve the minutes from the regular meeting of April 5 <sup>th</sup> , 2017
<b>SECONDED:</b>	Henrikson	
<b>VOTE ON MAIN MOTION</b>	All in favor.	

**VI. SPECIAL ITEM OF BUSINESS:**

*None*

**VII. UNFINISHED BUSINESS**

**A. Update on the Traffic Impact Analysis of the YKHC’s hospital expansion project** *(City Planner, Ted Meyer)*

*Conditional Use Permit meeting for YKHC scheduled for June 1<sup>st</sup>, 2017; the Planning Commission would approve C.U.P. with conditions that YKHC would have a plan to mitigate traffic.*

*Discussed, no action taken.*

**B. GEMT (Ground Emergency Medical Transportation) Program Resolution** *(Fire Chief Howell)*

*Resolution moved through legislation and has been forwarded to the Finance Committee.*

**VIII. NEW BUSINESS**

**A. Animal Control Officer Position** *(Council Representative Ayagalria)*

*Discussed, no action taken.*

**IX. CHIEFS’ COMMENTS**

Chief Bill Howell- *See report in commission packet.*

Chief Andre Achee – *See report in commission packet.*

**X. TRANSPORTATION INSPECTOR’S REPORT**

*See report in commission packet.*

**XI. COUNCIL REPRESENTATIVE’S COMMENTS**

Norman Ayagalria – *I just want to thank the Chief of Police for the budget meeting, he clarified a lot of things I had questions on, including the CSP program and its current mission. As soon as budget season is over, I'm looking to get an action memorandum going on behalf of the Public Safety & Transportation Commission so we can get more officers here to prevent things like burn out and high stress situations.*

**XII. COMMISSION MEMBER COMMENTS**

Jared Karr – *No Comment.*

Joan Dewey – *This is a great time to see so many members on this commission, that's very cool, so we can keep going forward hopefully addressing issues. I'm glad to be here and to see so many show up for the meeting, thank you.*

Eileen Henrikson – *No comment.*

Naim Shabani – *I would like to publicly thank Christina for her awesome service. She is a perfect example of the professionalism that is promoted by the police department, and thanks Andre for leading by example as well. I have dealt with people in Christina's position for a long time now, but she goes above and beyond and I want you to know that your work did not go unnoticed and I speak for a hundred of people saying that, so best of luck to you in your future.*

Julene Webber – *I will miss Christina.*

Daniel Maczynksi – *I'm glad to see a big of a turnout here. I don't remember the last time we had a quorum or when I was here, and I'm just happy to see this many people on this commission.*

Mary Weiss – *No comment.*

**XIII. ADJOURNMENT**

<b>MOVED:</b>	Ayagalria	Motion to adjourn.
<b>SECONDED:</b>	Shabani	
<b>VOTE ON MAIN MOTION</b>	All in favor.	

*Meeting adjourned at 8:12 pm.*

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
Christina Him, Recorder

\_\_\_\_\_  
Joan Dewey, Chair

>>>>DRAFT<<<<  
**City of Bethel, Alaska**  
**Planning Commission**

May 11, 2017

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

A regular meeting of the Planning Commission was held on May 11, 2017 at 6:30 pm in the City of Bethel Council Chambers room, in Bethel, Alaska. Vice-Chair Bradbury called the meeting to order at 6:30 Pm.

**II. ROLL CALL**

Compromising a quorum of the Committee, the following members were present for roll call: Shadi Rabi, Lorin Bradbury, Jon Cochrane, Alex Wasiserski, Cliff Linderoth. Mark Springer arrived 5 minutes after roll call.

Ex-Officio members present were the following: Ted Meyer, City Planner, Betsy Jumper, Recorder, and Patty Burley, City Attorney.

Other people present were Hugh Short, representative for Lyman Hoffman, and Mike Horne, consultant.

**III. PEOPLE TO BE HEARD:** Nobody wished to be heard at this time.

**IV. APPROVAL OF AGENDA**

**MOTION TO APPROVE THE AGENDA OF MAY 11, 2017**

<b>MOVED:</b>	John Cochrane	To approve the agenda, with Item A postponed.
<b>SECONDED:</b>	Cliff Linderoth	
<b>VOTE ON MOTION</b>	All in favor 4 yes and 0 opposed. Motion passes.	

**V. APPROVAL OF MINUTES**

**MOTION TO APPROVE THE MINUTES OF APRIL 13, 2017**

<b>MOVED:</b>	Jon Cochrane	To approve the minutes.
<b>SECONDED:</b>	Alex Wasiserski	
<b>VOTE ON MOTION</b>	All in favor 4 yes and 0 opposed. Motion passes.	

**VI. NEW BUSINESS**

- A. PUBLIC HEARING: Applicant: Lyman Hoffman has applied for a filing of a preliminary plat that creates Blue Sky Subdivision, consisting of Tracts A-F, block 1 lots 1-33; block 2, lots 1-10; block 3 lot 1; block 4 lots 1-16; block 5 lots 1-8; block 6 lots 1-7, and block 7, lots 1-3. A subdivision of Tract 41, situated within Section 11 & 12, Township 8 North Range 72 West Seward Meridian, Alaska Containing 157.52 acres more or less in the Bethel Recording District (Action Item).

*Vice-Chair Bradbury opened the Public Hearing.*

City Planner Ted Meyer presented a report on the preliminary plat and his facts and findings on the proposed Blue Sky Subdivision.

The Planning Commission members asked the City Planner questions.

Applicant representative Hugh Short gave an overview of the history and the reasons for wanting and needing a new subdivision in Bethel.

The Planning Commission members asked the applicant questions.

**PEOPLE TO BE HEARD:**

- William Montgomery – a resident of Larson Subdivision, spoke in opposition of the proposed subdivision.
- Alex Judy – a resident of Larson Subdivision, spoke in opposition of the proposed subdivision.
- Nick and Jessica Flinkinger – a resident of Larson Subdivision, spoke in opposition of the proposed subdivision.
- Anna Komulainen – a resident of Larson Subdivision, spoke in opposition of the proposed subdivision.
- Joe Moses – a resident of Larson Subdivision, spoke in opposition of the proposed subdivision.
- Alisa Brown – a resident of Larson Subdivision, spoke in opposition of the proposed subdivision.
- John Sargent, a part-time resident of Larson Subdivision, spoke in opposition of the proposed subdivision.
- Jeannie Smith, a resident of Larson Subdivision, spoke in opposition of the proposed subdivision.

*Vice-Chair Bradbury called for a 5-minute break. Back on record at 8:30.*

The Planning Commission asked more questions of the applicant.

Ted addressed the public on their questions/concerns.

The Planning Commission discussed the issues.

**MOTION TO APPROVE THE PRELIMINARY PLAT**

<b>MOVED:</b>	John Cochrane	To approve the preliminary plat with the conditions of the City Planner's recommendations, including a subdivision agreement.
<b>SECONDED:</b>	Mark Springer	
<b>VOTE ON MOTION</b>	All in favor: roll call: Jon Cochrane – yea; Alex Wasiserksi – yea; Mark Springer – yea; Cliff Lindertoth – yea; and Lorin Bradbury – yea. 5 yes and 0 opposed.	

*Vice-Chair Bradbury closed the public hearing.*

**VII. DIRECTORS REPORT:** Ted went over the monthly planner's report.

**VIII. COMMITTEE MEMBER COMMENTS:** Mark Springer: happy to be here, hope to contribute. Cliff Linderoth: how is a development agreement developed? Alex Wasierski: no comments; Shadi Rabi: no comments; Jon Cochrane: happy to get something done although it's a difficult decision when you're dealing with peoples' properties and trying to weigh that with the growth and expansion. Lorin Bradbury: always uncomfortable making these decisions but that's what we're called to do here. Keeping our responsibility on this commission separate from what's City's responsibilities are is important-- a lot of these issues raised are the City's and as the City grows these needs will need to be addressed. Ours as a commission is to focus on the codes.

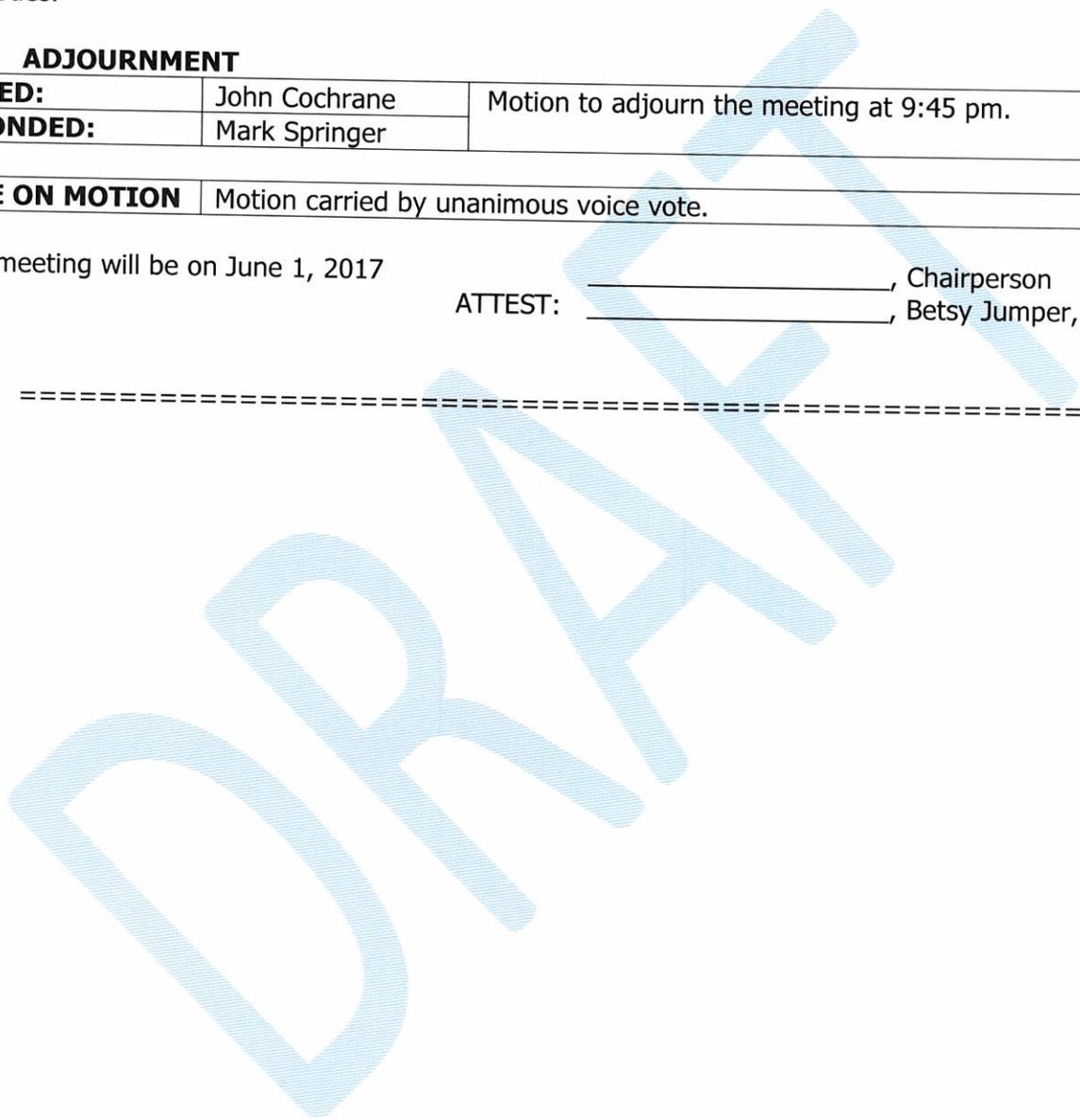
**IX. ADJOURNMENT**

<b>MOVED:</b>	John Cochrane	Motion to adjourn the meeting at 9:45 pm.
<b>SECONDED:</b>	Mark Springer	
<b>VOTE ON MOTION</b>		
Motion carried by unanimous voice vote.		

Next meeting will be on June 1, 2017

ATTEST: \_\_\_\_\_, Chairperson  
 \_\_\_\_\_, Betsy Jumper, Recorder

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# City of Bethel, Alaska

## Public Works Committee- Amended Agenda

Wednesday, May 17, 2017 Regular Meeting 6:30PM City Hall Council Chambers

**MEMBERS**

Joseph Klejka  
*Committee Chair*  
Term Expires  
12/2017

Jennifer Dobson  
*Committee V. Chair*  
Term Expires  
12/2017

Scott Guinn  
*Committee Member*  
Term Expires  
12/2017

Robert Champagne  
*Committee Member*  
Term Expires  
12/2017

Bill Arnold  
*Ex-Officio Member*

Pauline Boratko  
*Committee Recorder*

- I. CALL TO ORDER:**
- II. ROLL CALL:**
- III. PEOPLE TO BE HEARD: – (5 Minute Limit)**
- IV. APPROVAL OF AGENDA:**
- V. APPROVAL OF MINUTES:**
  - A. April 19, 2017- Regular Meeting
- VI. SPECIAL ORDER OF BUSINESS:**
  - A. Review and Public Comment on Water and Sewer Utilities Business Plan
- VII. UNFINISHED BUSINESS:**
  - A. Institutional Corridor Piped Water Supply Project
  - B. Sewer Lagoon, – PER (Preliminary Engineering Report) & ER (Environmental Report) for Truck Dump Site and other options/Funding strategies for sewer lagoon
  - C. Leveling of the Bethel Heights Water Treatment Plant Building:---- Scott Guinn
  - D. Clarification of BMC sections on ownership of water/sewer facilities
  - E. Ridgecrest Drive Road Update
  - F. Snow Removal From Neighborhoods:---- Scott Guinn
  - G. Landfill closure study and new landfill site
- VIII. NEW BUSINESS:**
- IX. DIRECTORS REPORT:**
- X. MEMBER COMMENTS:**
- XI. ADJOURNMENT:**

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# City of Bethel, Alaska

## Public Works Committee Minutes

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April 19, 2017

Regular Meeting

Bethel, Alaska

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### I. CALL TO ORDER:

A regular Public Works Committee Meeting was held on April 19, 2017 at the council chambers of the City Hall, Bethel, Alaska. Joseph Klejka called the meeting to order at 6:34 pm.

### II. ROLL CALL:

Comprising a quorum of the committee, the following were present: Joseph Klejka, Jennifer Dobson, Byron Maczynski, Scott Guinn, and Robert Champagne.

Excused Absent: Public Works Director, Bill Arnold

Also Present:

Committee Recorder, Pauline Boratko  
City Grant Writer, John Sargent

### III. PEOPLE TO BE HEARD: none

### IV. APPROVAL OF AGENDA:

<b>MOVED BY:</b>	Jennifer Dobson	Motion to approve the agenda.
<b>SECONDED BY:</b>	Robert Champagne	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

### V. APPROVAL OF MINUTES:

<b>MOVED BY:</b>	Jennifer Dobson	Motion to approve minutes for February and March 2017 meetings.
<b>SECONDED BY:</b>	Byron Maczynski	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

**VI. SPECIAL ORDER OF BUSINESS:** A short discussion occurred about the 3% inflation increase in water and sewer utilities rates that was approved during Joe Klejka's time as a Council Member. This increase takes place every July 1<sup>st</sup> and is largely responsible for the water and sewer enterprise fund being in the black over the last two years. The City's current grant/loan with USDA requires the City to maintain the 3% increase until the sewer lagoon rehabilitation project is completed.

One comment on the Water and Sewer Utilities Business Plan concerned the use of baffles to reduce wave action at the lagoon. The waves were responsible for causing erosion to the berms and if baffles were installed, the waves would be reduced.

One committee member asked about the risks associated with the water and sewer system. The risks could be addressed in the plan.

**VII. UNFINISHED BUSINESS:**

- A.** Institutional Corridor Piped Water Supply Project: The project went out for bid, a company has been selected, and that information will go to the council for review.
- B.** Sewer Lagoon- PER (Preliminary Engineering Report) and ER (Environmental Report) for Truck Dump site and other options: Both the USDA contracts and the dredging contracts has been approved by council and is moving forward.
- C.** Leveling of the Bethel Heights Water Treatment Plant Building: In the past six months, the building has moved about 4 inches. It has been suggested to have an engineer evaluate the extent of damage to determine what should be done.
- D.** Clarification of BMC Codes: Jennifer Dobson will get with Bill Arnold and Patty Burley to discuss, write, and reword the BMC codes.

**VIII. NEW BUSINESS:**

- A.** Ridgecrest Drive Road Update: The road needs to be repaired as part of the grant agreement and plans are being made to move forward with that.
- B.** Snow Removal from Neighborhoods: Scott Guinn suggested that snow should be dumped in a certain spot instead of the people's driveways and the sides of the roads. This is to avoid excess water and muddy roads during melt up.
- C.** Landfill closure study and new landfill site: It has been suggested that the city look into a backup plan for a landfill and lagoon sites.

**IX. DIRECTOR'S REPORT:** Director of Public Works, Bill Arnold was unavailable to give report.

**X. MEMBER COMMENTS:**

- Robert Champagne-** no comment
- Jennifer Dobson-** My YKHC office will be running a water lab for the public to test their water at home.
- Scott Guinn-** no comment
- Byron Maczynski-**no comment
- Joseph Klejka-** Thank you for showing up.

**XI. ADJOURNMENT:**

<b>MOVED BY:</b>	Scott Guinn	Motion to adjourn.
<b>SECONDED BY:</b>	Byron Maczynski	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote	

With no further business, meeting adjourned at 7:22 pm

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
Pauline R. Boratko  
Recorder of Minutes

\_\_\_\_\_  
Josph Klejka  
Chair

DRAFT

## Public Comment on Water and Sewer Utilities Business Plan

The City's Public Works Committee and general public was provided an opportunity to review and comment on the City of Bethel Water and Sewer Business Plan (2017-2022) at the committee's regular monthly meeting held on April 19, 2017. This section of the Plan addresses the comments and the City's reaction to the comments.

A short discussion occurred about the 3% inflation increase in water and sewer utilities rates that was approved during one Committee Member's time as a Council Member. This increase takes place every July 1<sup>st</sup> and is largely responsible for the water and sewer enterprise fund being in the black over the last two years. The City's current grant/loan with USDA requires the City to maintain the 3% increase until the sewer lagoon rehabilitation project is completed.

One comment concerned the use of baffles to reduce wave action at the lagoon. The waves are responsible for causing erosion to the berms and if baffles were installed, the waves would be reduced. The two sets of baffles to be installed will be designed to meet a different primary purpose: facilitate the movement of wastewater in and around the lagoon cells to foster decomposition. The floats on top of the baffles would serve to reduce wave action, but that would be an auxiliary benefit.

No special baffles designed to reduce wave action will be installed for three reasons: (1) additional baffles are likely to cause circulation problems and work against the designed purpose of the two sets of baffles planned for the project, (2) additional cost of the baffles are not priced into this project, and (3) wave reduction is accomplished to a certain extent by the planned baffles.

One committee member asked about the risks associated with the water and sewer system. Several major risks to the City current water and sewer system are:

### **1. Replacement of Long-Term Assets**

One of the biggest risks associated with the water and sewer system is that the City does not fund depreciation and therefore does not have money to replace major fixed assets. This plan shows that the City has sufficient funds to cover the replacement of short-lived water and sewer assets, but not long-term assets. Major infrastructure and vehicles in which no costs are set aside for replacement include both water treatment plants, water and sewer pipes, sewer lagoon jetty, water trucks, sewer trucks, utilities maintenance workshop, and lift station wells.

### **2. Dredging Fund Expiration**

The Village Safe Water Program has approximately \$2.2 million available in one appropriation for the City of Bethel to use to pay for dredging, baffle replacement, and minor berm and vault work. This particular capital designation must be obligated and spent by June 30, 2018. Since the bottom of the lagoon is still frozen in June, the summer of 2017 is the only time available for dredging. The City's engineer firm is aware of this construction fund expiration and pledged to work diligently to secure a contractor that can perform dredging services through October 2017.

### **3. Water Well Production**

There is some risk associated with the availability of water in underground aquifers. The City currently has three wells serving its water treatment plants. The City has two wells in the Bethel Heights Water Treatment Plant that meet the minimum 450 gallon/minute pumping requirement. The

City has one qualified well in the City Subdivision Water Treatment Plant. Two well holes were drilled on the property of the City Sub Plant that proved to be unproductive. Each hole was capped after producing a mere 27 gallons/minute.

The fact that both treatment plants operate at 22% capacity means there is sufficient capacity for the future growth of Bethel residents and visitors.

## ROAD MAINTENANCE AND SNOW REMOVAL POLICY FOR WINTER CONDITIONS

**PURPOSE:** It is the purpose of this policy to establish guidelines for the safe, effective and efficient removal of snow accumulation of two inches or more from the roads within Bethel over which the City of Bethel has responsibility.

**ORGANIZATION:** The Public Works Department has the primary responsibility for snow removal. It is the responsibility of the Public Works Director to organize the applicable crews to best respond to situations which require the removal of snow when appropriate. As a part of this plan it is the responsibility of the Chief of Police to enforce the Bethel Municipal Code with regards to abandoned vehicles on the public right-of-way.

**SNOW ROUTES:** These streets have been identified as snow routes and will have priority for snow removal as soon as practical during or following a storm event, regardless of the time of day. Ridgecrest Drive from Akakeek to Ptarmigan Street; Fourth Avenue from Willow Street to Main Street; Ptarmigan Street from Ridgecrest Drive to Tundra Ridge Road; East Street (Avenue) between the intersections of Third Avenue; Alex Hatley between Chief Eddie Hoffman Highway and Thimbleberry; Noll Polty Road between Tower Road and Paul John Street; Tundra Ridge Road between BIA Road and Ptarmigan Street. Under no circumstance shall priority roads be cleared at the time when a majority of students, teachers, and parents are traveling to or from the various schools within Bethel. From time to time it may be necessary to identify other streets as a priority for public safety concerns. These streets and concerns would need to be identified by the Fire Chief or the Chief of Police.

**SAFETY CONSIDERATIONS:** The safety of the traveling public, City emergency services, and City of Bethel personnel and equipment are of paramount importance. Minimizing the window of vulnerability for accidents to individuals and equipment is a primary goal of snow removal. The loss of equipment such as a road grader or dump truck would have profound negative impacts on the ability of the City crews to maintain an acceptable level of service. Consequently, snow removal involving storms which result in a condition of severely limited visibility will take place when conditions permit the safe operation of equipment and vehicles.

**OPERATIONS:** Road Base Preparation: Prior to the ground freezing, the Public Works Department shall make a concerted effort to insure that all graveled and other unpaved streets are graded and as free of pot holes and wash-board areas as possible. If needed, work schedules may need to be altered and extra time and effort should be allotted to facilitate this effort.

Snow Removal: Snow removal of an accumulation of snow in excess of two inches shall be commenced as quickly as conditions allow either during a snow storm or

when visibility allows. Under normal conditions, snow is to be removed to the right of the road or right-of-way with the snow removal equipment traveling in the same direction as traffic. In the event that snow must all be removed to one side, the operator shall take precautions to temporarily close the street after first notifying residents on the street. On unpaved surfaces, care shall be taken to minimize the removal of gravel and other road surface material when removing snow.

Abrasive Materials: Application of abrasive materials to enhance traction (sanding) shall take place in order to prevent accidents and mishaps. The application of these materials is most effective when roads surfaces become the most slippery; or when ambient air temperatures are between fifteen (15) and thirty-two (32) degrees Fahrenheit. Caution should be exercised when applying an abrasive that it is not done when the wind conditions would blow the material off of the frozen streets.

Removal of Snow Berms: Whenever snow a snow berm is created through the snow removal process the following protocol shall apply:

1. Road intersections: Snow berms created at all cross intersections with other streets shall be removed during the course of snow removal operations.
2. Driveways, and parking lot accesses: Snow berms created at driveways and parking lot entrances will be removed after all snow removal required for general traffic on City roads is accomplished, unless it is more feasible to remove such berm along with regular operations; for example an isolated business or dwelling.
3. Private driveways, service roads, parking areas or other roads which are not part of the generally traveled way will not be plowed unless special authority is given or unless they are necessary for the regular snow removal operations for the streets.
4. Adequate entrance ways which will permit safe access will be opened in the snow berm. Entire frontages will not be plowed.
5. Strictly isolated exits will be given first priority in the snow berm removal program considering the importance of the adjacent property to the safety and welfare of the traveling public.
6. No berm removal will be done to exits and entrances where normal snow removal operations are not the responsibility of the City.

Spring snow removal and culvert thawing: Prior to any accumulation of water along side any roads, snow should be removed from borrow areas and ditches to facilitate water movement in these areas. As soon as water from melting snow or rain begins to accumulate in barrow areas or ditches, the process of thawing the culverts should begin before any flooding events occur. It is probable that some or many culverts will need to be thawed more than once in order to maintain water movement to waterways that do not affect the City's streets or cause water accumulation or flooding on private property . Past experience has identified specific problem areas with drainage. Culverts located in these drainage areas where flooding is most likely to occur and low areas should be thawed first. A practical application would suggest that downstream culverts are to be opened prior to the upstream culverts.

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**City of Bethel, Alaska****Parks, Recreation, Aquatic, Health & Safety Center Committee Minutes**

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May 7, 2017

Regular Meeting

Bethel, Alaska

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**I. CALL TO ORDER**

The meeting was called to order by Michelle DeWitt at 6:03pm.

**II. ROLL CALL**

Comprising a quorum, the following members were present: Michelle DeWitt, Judy Wasierski, Brian Lefferts, Kathryn Baldwin, and Justin Wintersteen

Excused absent (s): Beverly Hoffman, Kathy Hanson, Barbara Mosier, and Fred Watson

Also in attendance were the following:

Committee Recorder, Pauline Boratko

Parks and Recreation Representative, Matt Ross

YK Fitness Center Director, Stacey Reardon

**III. PEOPLE TO BE HEARD:****IV. APPROVAL OF AGENDA**

MOVED BY:	Judy Wasierski	Motion to approve the agenda
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION:	Unanimously approved	

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	Brian Lefferts	Motion to approve the regular minutes for April 10, 2017
SECONDED BY:	Judy Wasierski	
VOTE ON MOTION:	Unanimously approved	

**VI. SPECIAL ORDER OF BUSINESS:****VII. UNFINISHED BUSINESS:**

- a. Individual to provide report to May nine City Council meeting: Michelle DeWitt volunteered to give the report.
- b. Unresolved Recommendations and Action Memorandums: action memorandum approved by council to have the second Friday of May the official day of clean up green up. The wellness center program action memorandum will be bought back to council for further discussion
- c. Updates: YK-KUC Trail, Dog Park- no new updates this month
- d. Log Cabin/4H Building- request budget separation: tabled
- e. Fiscal Year 2018 Parks and Recreation Budget: Budget for parks/rec and the YKFC was presented to committee.

- f. Board Walk Identification System: paint and signs are going to be ordered to better help identify the boardwalk.
- g. Parks and Recreation Department Structure-opportunities for utilizing private companies for Parks/Recreation services: Committee also discussed the possibility of contracting with a private entity to manage recreational activities.
- h. Clean up- Green up: Bags have been distributed to the different companies and organizations in Bethel and are available to the public. The committee asked Matt to email heads of agencies and encourage them to participate in clean up green up on Friday May 12, 2017.

**VIII. Parks and Recreation Department Report-Matt Ross:**

- i. City of Bethel Employee Wellness Program Status Update: tabled; Council may choose to revisit this at a future time.
- j. Balance on dedicated Pool Fund: Finance Director discovered that the account needs some preparation before being provided to Committee; he will try to have this report ready for the next committee meeting.
- k. Fiscal Year 2017 YK Fitness Center Budget: Report was discussed amongst members with Fitness Center Director, Stacey Reardon. She reports that spending has been down, and think they have done a good job for her first year. The Finance Report provided by the City of Bethel provided a budget, but not actual expenditures. Michelle has requested this data from the Finance Director.
- l. Sub Committee Reports: Water Temp, Marketing, Physical Facility: no new updates this month
- m. Arts at the YK Fitness Center: Art Committee will meet in July and look at the artists who responded to the website.
- n. YK Fitness Center Logo Development: no new updates
- o. Health Fitness Operations Plan: Health Fitness has provided an option in the Operations plan for the City to fund the facility to stay open for 7 days a week.
- p. YK Fitness Center Roof: The roof only leaks when it is raining and blowing in certain direction. There-are no visible problems with the roof. Further investigation is needed.

**IX. YK Fitness Facility Director Report- Stacey Reardon:** Stacey provided a verbal report.

**X. New Business:**

- A. 4th of July: The City Manager requested that the PRAHSC committee volunteer to coordinate the 4<sup>th</sup> of July. The committee reported back that no one has the time available this year to volunteer to run the 4<sup>th</sup> of July. The committee requested that, based on the under-spent Parks/Rec budget and the two open positions (one of which is temporary) under the existing Parks staff, that one of those positions be hired to coordinate the 4<sup>th</sup> of July. That manager could then coordinate volunteers and partner agencies.
- B. Pinky's Park Improvements: Per an email from John Sargent, the new field will be lengthened this spring. Widening is an issue and likely will not happen because of Yuut property lines and the property line for the ONC building.

**XI. MEMBER COMMENTS:**

- M. Dewitt- no comment
- J. Wasierski- I enjoyed reading the pool report
- B. Lefferts- no comment
- K. Baldwin- no comment
- J. Wintersteen-no comment

**XII. ADJOURNMENT**

MOVED BY:	Judy Wasierski	Motion to adjourn the meeting at 7:30pm
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION:	Unanimously approved	

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
 Pauline Boratko, Committee Recorder

\_\_\_\_\_  
 Michelle DeWitt, Chair

DRAFT

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# ***Special Order of Business***

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### Staffing

Operational Staff: We are currently looking for 1-2 new facility attendants.

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

- **Swim Instructors** – New training underway
- **Certified Lifeguards** – New training tentatively scheduled for end of July
- Fitness Instructors and Certified Personal Trainers
- Instructors for any activity, craft or music patrons might be interested in learning.

Anyone interested in working with us can call 543-0390.

### Programming

Easter Eggstravaganza: April 16<sup>th</sup> we held our first Easter Event.



Fitness and Aquatic Classes: Spring classes began March 7<sup>th</sup> and run through May 14<sup>th</sup>. Updated totals will be available in May report.

Rentals: April rentals included 7 parties.

## Facility Maintenance

Water Usage for April was within normal range.

Warranty Maintenance: We continue to wait on movement on warranty maintenance.

### Routine Maintenance:

- 4/3/17 – Drained and cleaned spa
- 4/12 & 4/26 cleaned hair and lint strainers and backwashed pool
- 4/11 & cleaned hair and lint strainers and backwashed spa

### Corrective Maintenance:

- 4/2/17 Installed new towel dispensers in hallway to accommodate spin bikes, in Studio and replaced broken dispenser in Cardio/Weight Room
- 4/3/17 replaced cracked pipe on spa jet system; installed isolation valves on jet pipes to allow future repairs to be completed without having to drain the spa.
- 4/4/17 replaced water damaged ceiling tiles in conference room
- 4/11/17 replaced seals/gaskets on pumps 5 and 6 to correct glycol leak.
- 4/20/17 replaced boot scrapers at entrance
- 4/26/17 replaced solenoid and adapter for spa chlorine feed controller
- 4/27/17 Cleaned reservoir and tubing on ice machine

### Maintenance needed:

- 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.

## Marketing

Website: we are experiencing difficulties with emails sent through the website. Currently they are not correctly forwarding to the Facility Director through the site. We are working to resolve the issue.

Facebook: We continue to utilize the facebook page for sharing facility information.

Radio: Our Program Manager, Shadi Rabi, continues to call into KYUK on Friday mornings and we are sharing facility information with KYUK and KYKD.

**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.

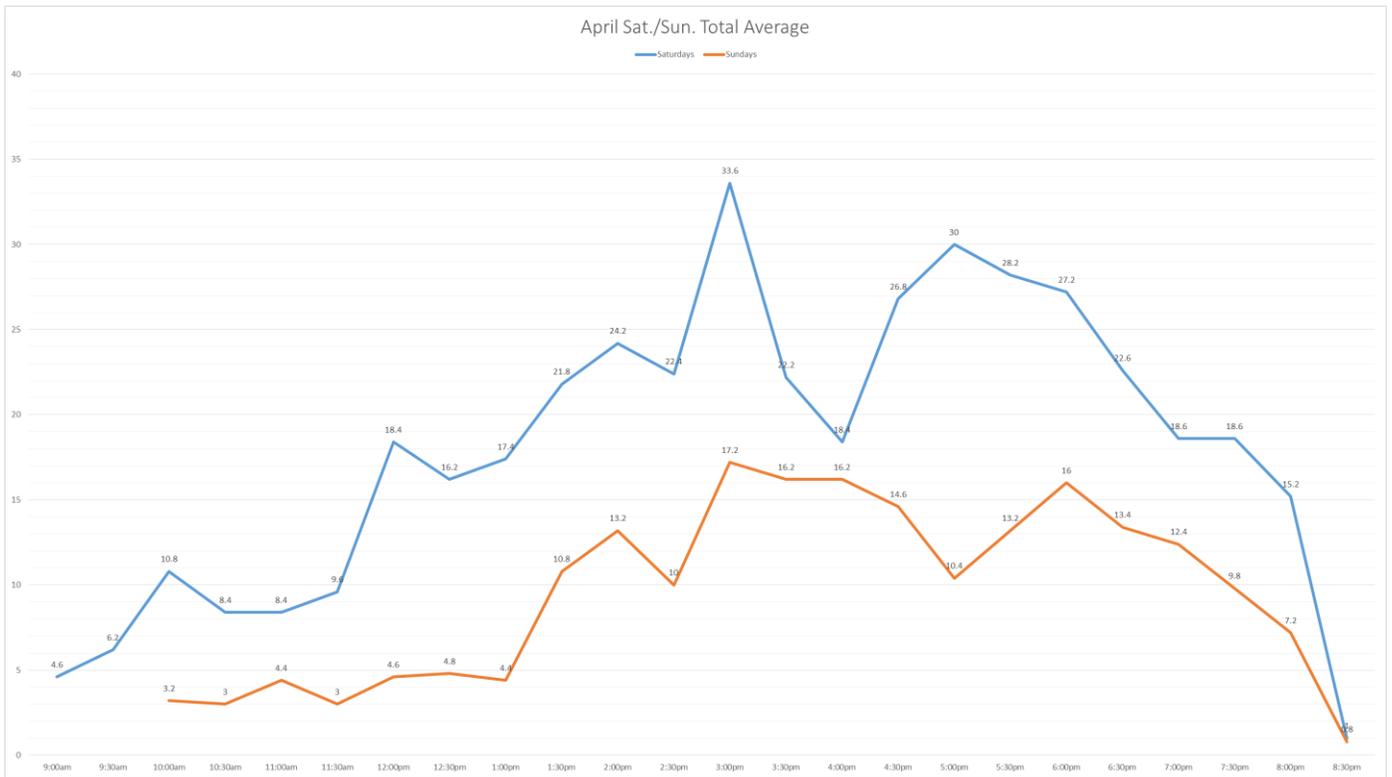
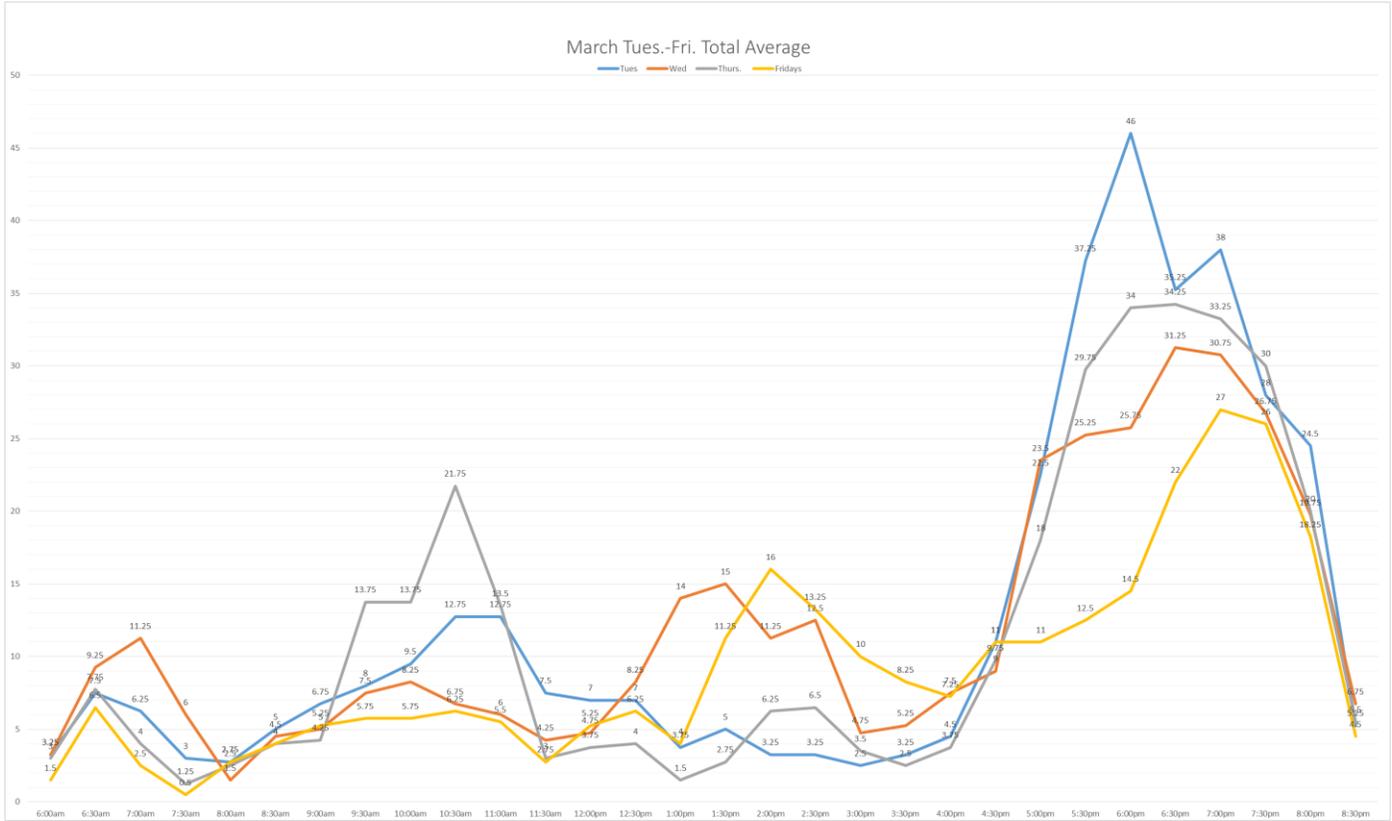
Facility Check-In	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	Total
Member Checkins	1,830	2,134	2,227	2,333	2,047	2,064	2,015	2,578	2,654	3,457	23,339
Daily Admissions	1,189	1,095	833	827	979	873	910	1,222	1,751	1,378	11,057
Rentals	25	105	186	150	162	130	87	125	135	146	1,251
Events	0	30	0	100	0	55	0	68	62	0	315
Fitness Programming	64	12	75	101	123	96	112	150	101	240	1,074
Aquatics Programming	0	220	258	309	283	160	231	322	303	270	2,356
Youth Programs									33	0	33
Monthly Totals	3,108	3,596	3,579	3,820	3,594	3,378	3,355	4,465	5,006	5,491	39,425

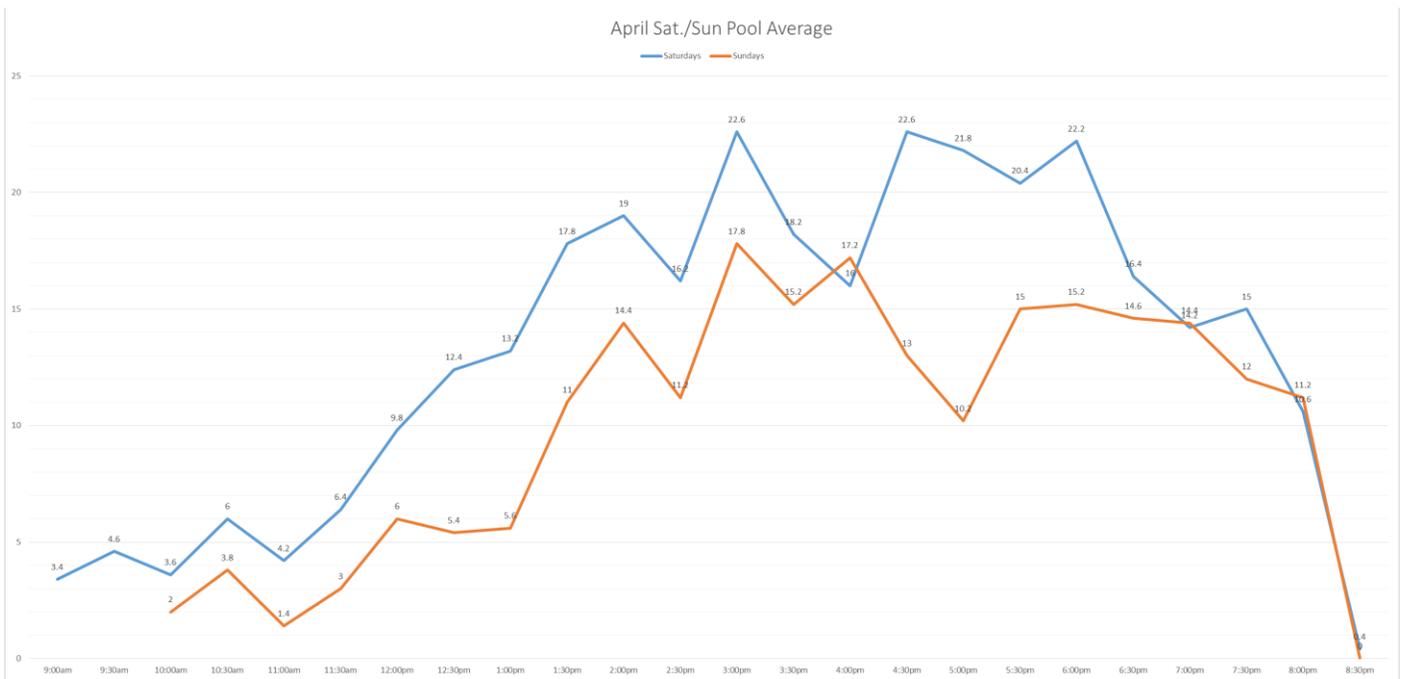
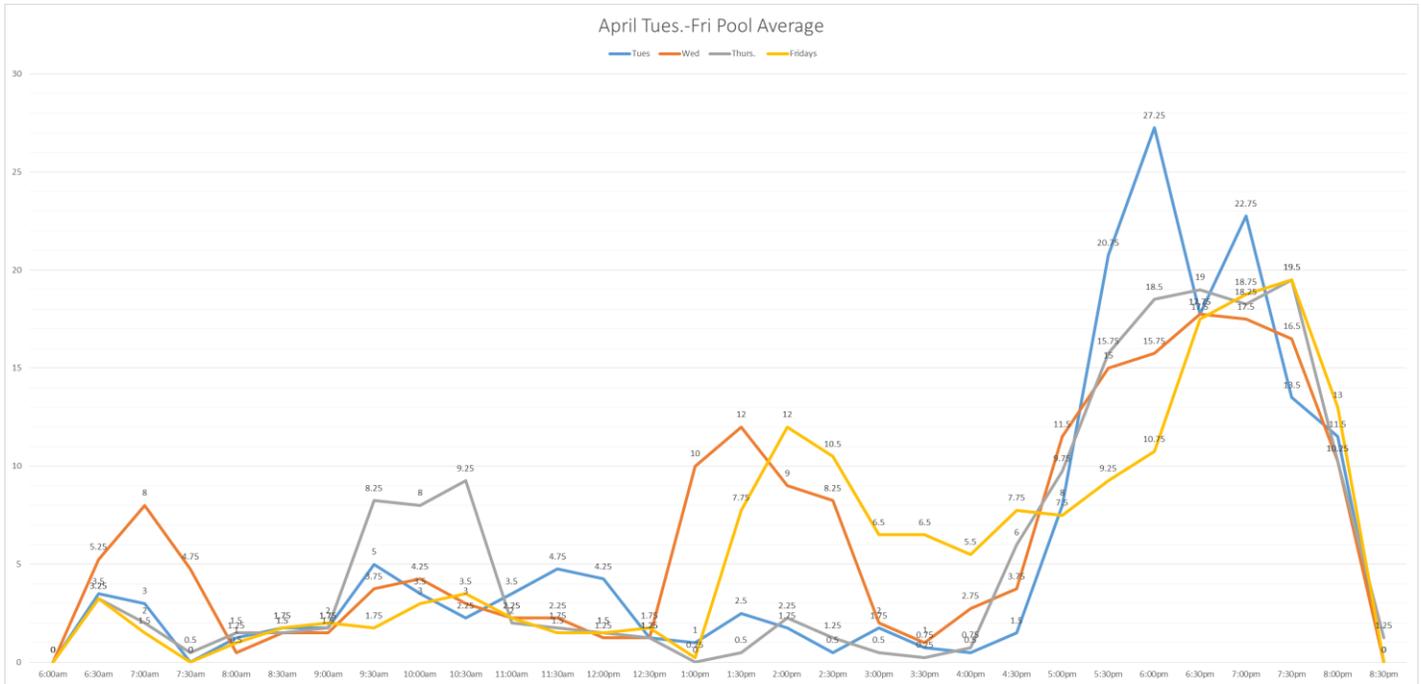
The above facility utilization rates include several groups from LKSD who utilized the pool for recreation.

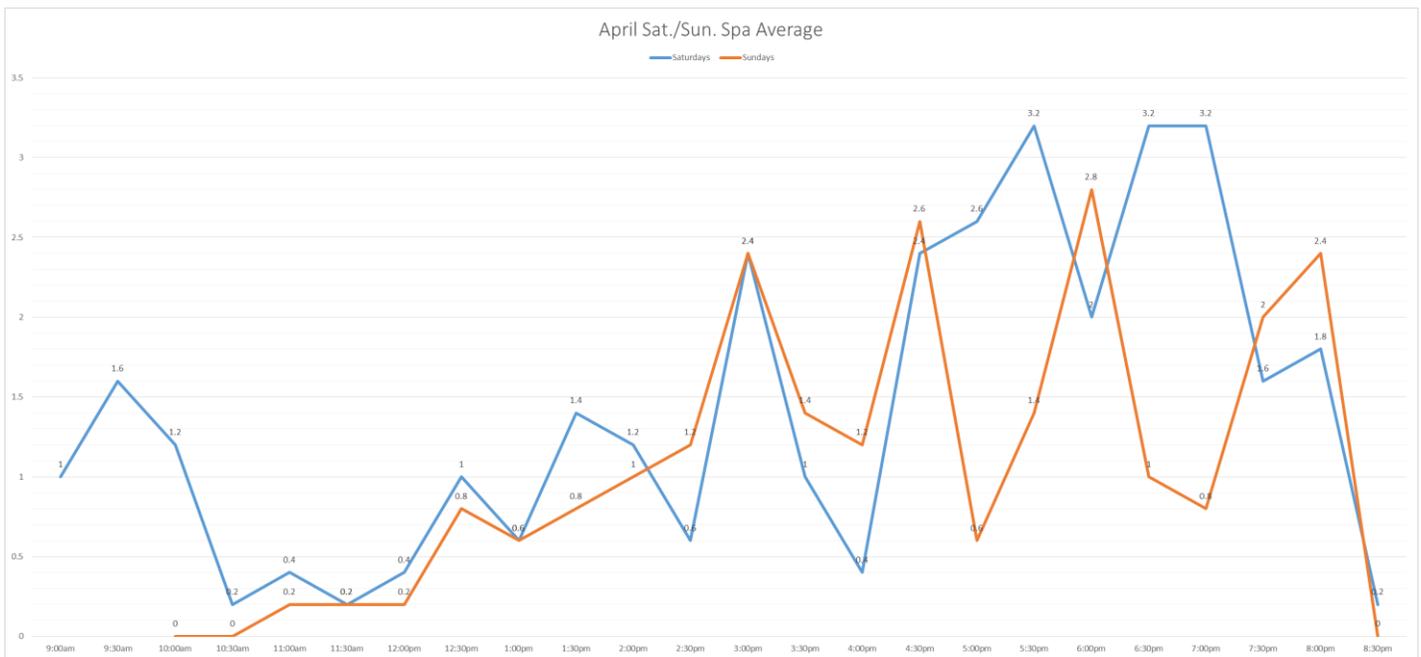
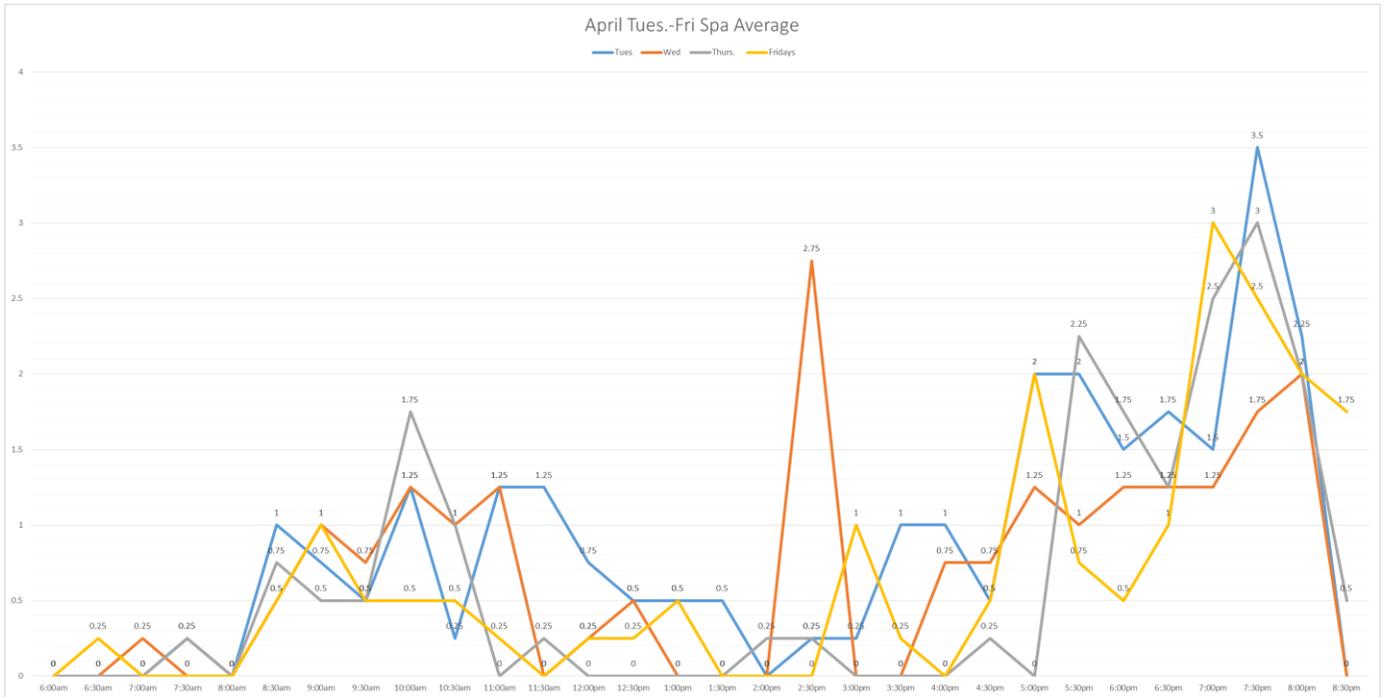
	Time In	Group Name	School	Head Staff Name	#Staff	#Students	Activity
4/4/2017	11:10	kids don't float	various villages	McWilliams	2	9	pool
4/5/2017	12:50 PM	Gladys Jung girls swim clas	Gladys Jung	Mrs. Hoffman	1	13	Pool
4/7/2017	3:49	Akiuk Memorial School	Akiuk	Tammy Schneidler	2	9	Pool
4/7/2017		Bethel Special Olympics	Bethel		8	29	pool
4/7/2017	5:44 PM	special olyimpics	lkds	Callie	5	19	pool
4/13/2017	9:15 AM	Life Skills-BRHS	BRHS	Ms. Jacobson	2	4	pool
4/19/2017	12:40 PM	Gladys Jung girls swim clas	Gladys Jung	Mrs. Hoffman	1	13	pool
4/20/2017	9:15 AM	ME school 2nd grade	ME	Ms. Scoccia	1	19	pool
4/20/2017	9:15 AM	Life Skills-BRHS	BRHS	Ms. Jacobson	4	4	pool
4/20/2017	9:15 AM	Life Skills-BRHS	BRHS	Ms. Jacobson	1	0	fitness
4/25/2017	9:15 AM	Life Skills-BRHS	BRHS	Ms. Jacobson	5	2	pool
4/25/2017	9:15 AM	Life Skills-BRHS	BRHS	Ms. Jacobson	0	1	fitness
4/26/2017	9:20	Life Skills-BRHS	BRHS	Ms. Jacobson	2	5	pool
4/26/2017	9:20 AM	Life Skills-BRHS	BRHS	Ms. Jacobson	0	1	fitness
4/26/2017	12:45 PM	Gladys Jung girls swim clas	Gladys Jung	Mrs. Hoffman	1	14	Pool
4/28/2017	9:35	gladys jung life skills	gladys jung	julian garcia	5	5	pool
4/28/2017	3:00 PM	BRHS Water Polo	BRHS	Erika Andrews	1	13	Pool
				Total	41	160	

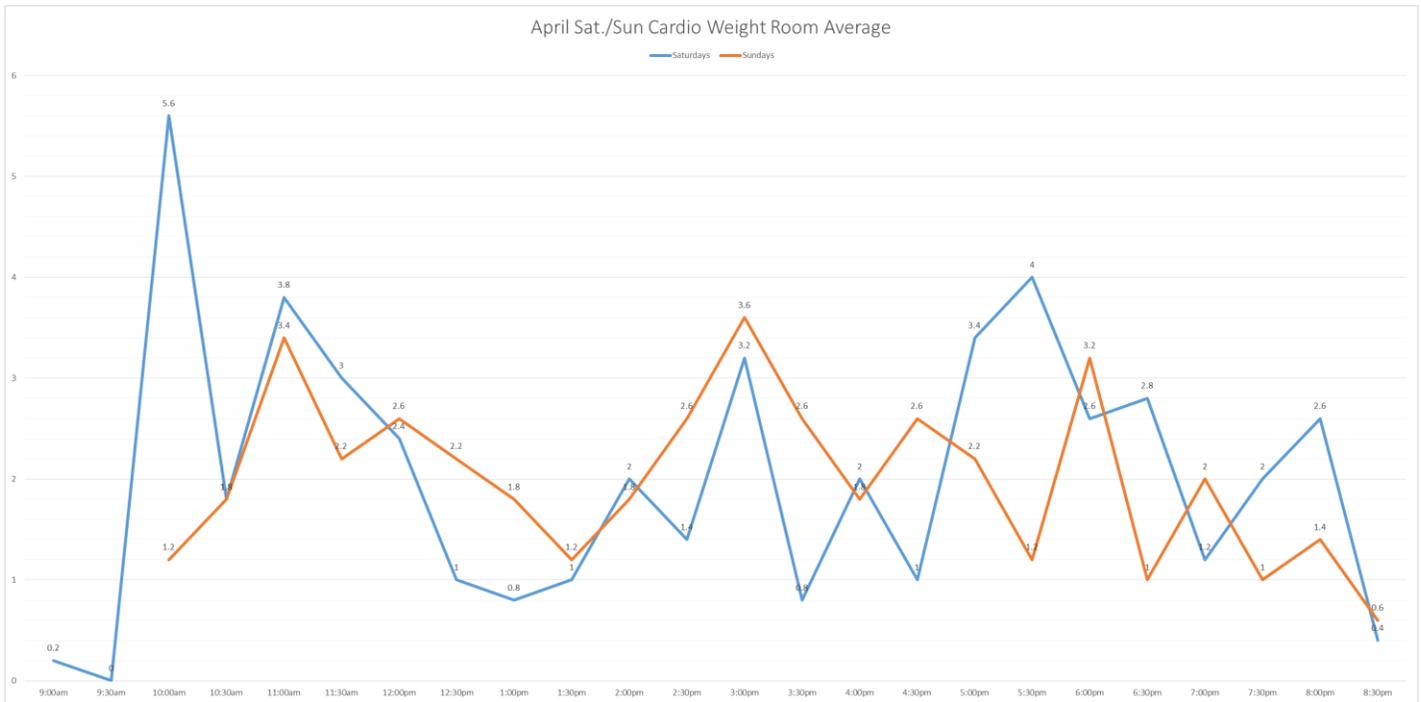
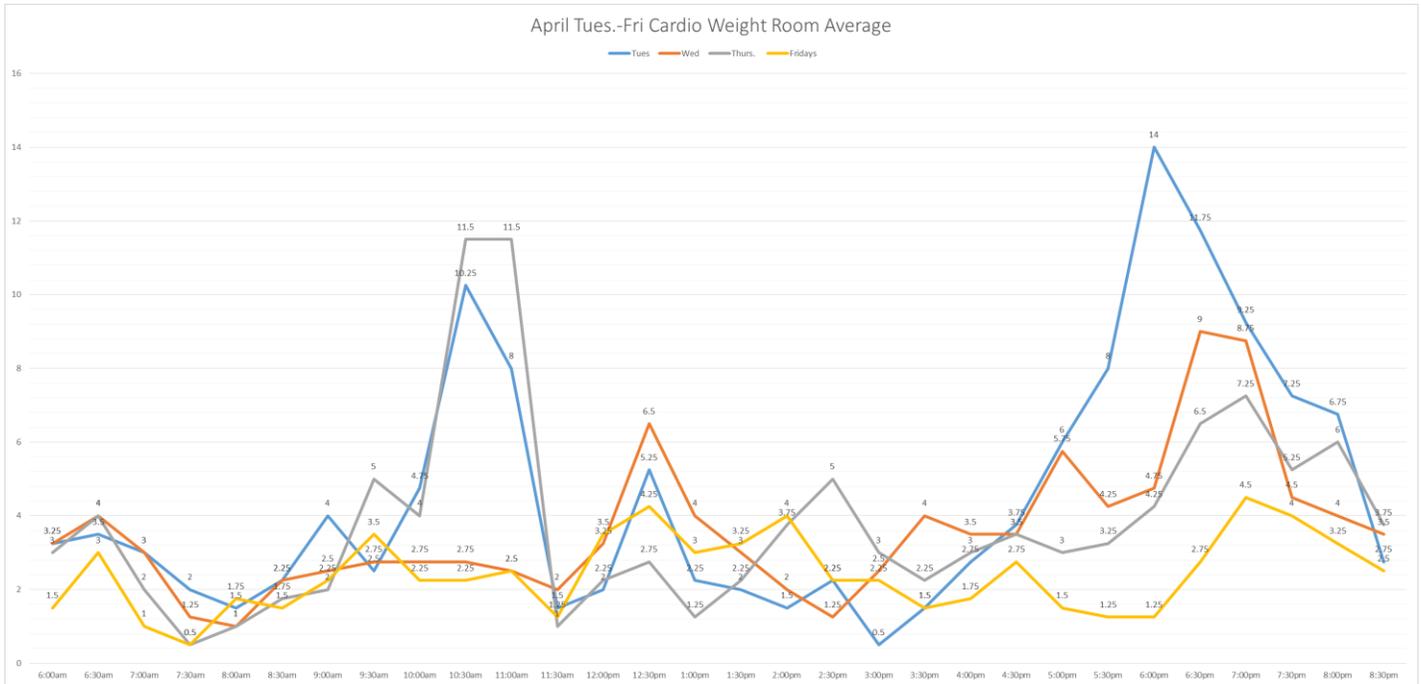
Area Usage: Count of the number of individuals in each area at the top and bottom of each hour. Showing trends and patterns of area usage, these numbers are not an accurate reporting of the overall number of patrons using the facility as patrons who remain in any area for more than 30 minutes are counted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

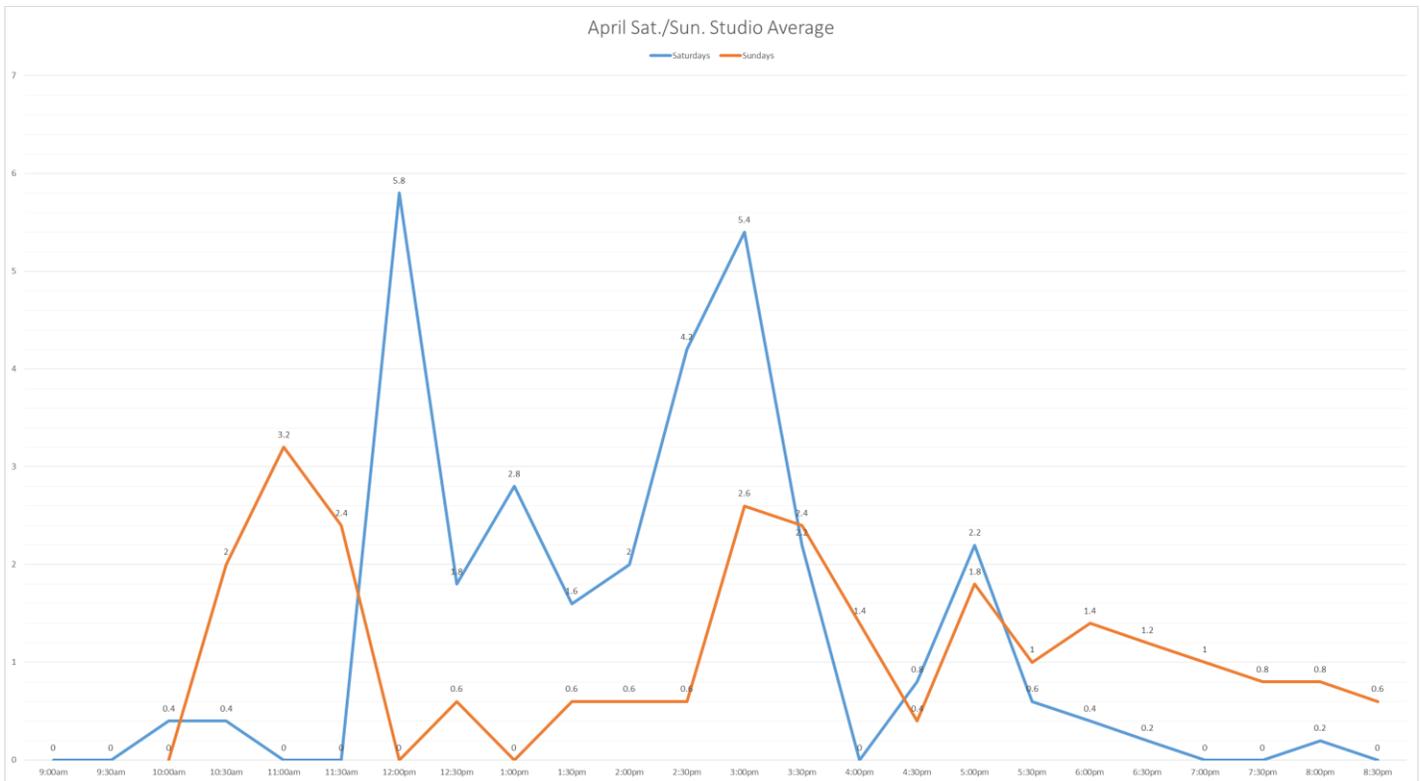
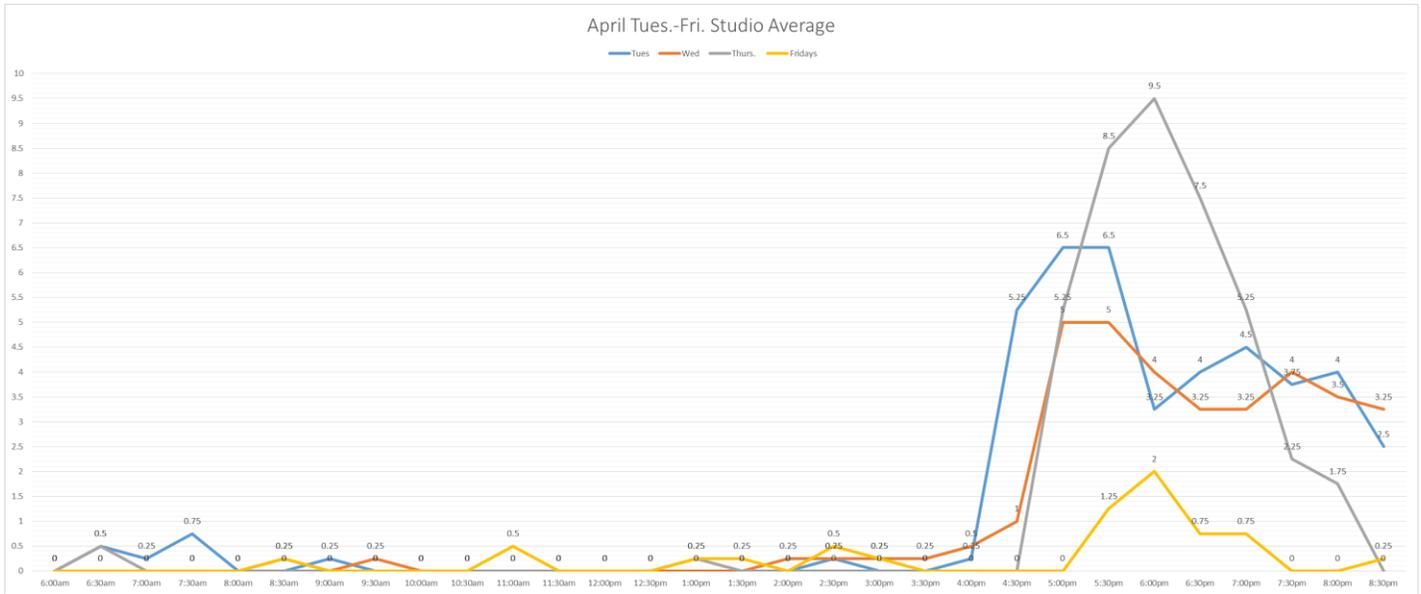
Combined Facility Totals











Concessions	Number of Sales by Item											Annual Total	Value of Sales per Item											Annual Total
	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	Jul-16		Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17			
4oz juice					7	19	35	5	2	2	70					\$3.55	\$ 13.47		\$ 4.97	Jan-00	Jan-00	\$24.83		
Apple Sauce				1							1				\$1.89							\$1.89		
Big Pickle	3	3	1	4	4						15	\$7.08	\$4.25	\$1.42	\$5.68	\$5.68						\$24.11		
Bottle Water	88	82	43	59	29	26	33	56	86	74	576	\$208.97	\$154.87	\$81.23	\$111.39	\$54.79	\$49.08	\$62.33	\$105.75	\$160.48	\$135.99	\$1,124.88		
Burger/Rib Sandwich								11	7	12								\$67.43	\$42.93	\$73.57				
Breakfast Sandwich					2	4	3	5	5	7	26					\$8.96	\$17.92	\$13.44	\$22.40	\$22.40	\$31.36	\$116.48		
Burrito	3	2	4	15	12	1	18	13	16	8	92	\$14.25	\$6.60	\$13.20	\$49.51	\$39.60	\$3.30	\$59.40	\$42.92	\$52.82	\$26.42	\$308.02		
canned juice 11-13oz								13	48									\$36.79	\$135.84					
Candy	88	51	51	56	35	19	28	58	75	64	525	\$174.42	\$96.32	\$96.32	\$124.09	\$82.59	\$44.83	\$66.05	\$136.88	\$176.98	\$151.01	\$1,149.49		
Chicken Nuggets	36	14	11	11	16	8	21	11	10	10	148	\$116.61	\$44.00	\$36.31	\$36.30	\$50.44	\$26.41	\$69.31	\$33.00	\$33.01	\$33.03	\$478.42		
Chips	110	73	98	118	115	83	80	89	121	92	979	\$275.00	\$182.50	\$231.63	\$278.43	\$271.33	\$193.48	\$186.40	\$214.72	\$283.11	\$219.36	\$2,335.96		
Corn Dog	30	28	30	26	31	20	15	6	26	13	225	\$82.50	\$72.56	\$77.79	\$67.43	\$80.41	\$51.84	\$38.93	\$15.56	\$67.44	\$33.71	\$588.17		
Crackers	3	8	10	12	7	4	2	5	8	20	79	\$1.50	\$9.44	\$11.80	\$14.16	\$8.26	\$4.71	\$2.36	\$3.54	\$9.44	\$25.95	\$91.16		
Cup of Noodles				1	12	19	13	3	5	13	66				\$2.36	\$28.32	\$42.47	\$30.67	\$9.44	\$11.80	\$30.68	\$155.74		
Cupcakes-2 pack	4			4	19	15	17	21	23	6	109	\$11.32			\$11.32	\$53.77	\$39.62	\$48.11	\$62.26	\$65.09	\$16.98	\$308.47		
Extra Cheese	5	5	14	20	5	10	2	14	13	10	98	\$3.75	\$3.75	\$9.98	\$14.17	\$3.55	\$7.08	\$1.41	\$9.93	\$9.19	\$7.10	\$69.91		
Emergen-C		3					5	6	11	7	32		\$2.25					\$4.72	\$5.43	\$7.80	\$4.96	\$25.16		
Fruit Snacks	34	4	8	5	3		13	43	46	19	175	\$48.25	\$7.55	\$15.10	\$9.43	\$5.65		\$21.45	\$70.95	\$75.92	\$31.35	\$285.65		
Gatorade	98	125	124	114	125	135	156	105	142	132	1256	\$392.00	\$500.00	\$469.65	\$430.00	\$471.44	\$509.24	\$577.15	\$396.06	\$535.59	\$494.14	\$4,775.27		
Granola Bars	17	31	31	31	33	28	72	61	54	49	407	\$25.17	\$43.98	\$43.94	\$42.52	\$46.77		\$102.00	\$87.78	\$73.62	\$68.02	\$533.80		
Halloween Candy				12	5						17				\$12.00	\$4.71						\$16.71		
Hot Dogs	43	43	22	24	37	20	7	14	26	17	253	\$155.78	\$152.20	\$77.85	\$84.94	\$130.96	\$70.77	\$24.77	\$49.55	\$97.85	\$64.14	\$908.81		
Hot Pocket	18	18	23	16	6	8	13	7	4	4	113		\$63.00	\$63.63	\$81.39	\$56.64	\$21.21	\$28.32	\$46.01	\$24.77	\$14.15	\$399.12		
Hot Wings				3	3	8	10	12	12	48						\$11.31	\$11.31	\$30.17	\$37.74	\$45.26	\$45.27	\$181.06		
Jalapeno Poppers			6	3	13	5	6	7	5	8	53			\$19.81	\$9.91	\$42.91	\$16.51	\$19.82	\$23.11	\$16.52	\$26.40	\$174.99		
Jalapenos			2								2			\$1.50								\$1.50		
Large Coffee			1	12	39	11	12	21	25	27	148			\$1.89	\$22.66	\$73.68	\$20.79	\$22.67	\$39.66	\$47.22	\$51.01	\$279.58		
Large Hot Chocolate-2 packets			1	2	10	21	13	18	18	11	94			\$1.89	\$3.78	\$18.89	\$39.62	\$24.55	\$34.01	\$33.98	\$20.78	\$177.50		
Large Juice	69	68	33	20	17	20	11	83	26	16	363	\$270.52	\$256.43	\$124.42	\$75.46	\$64.13	\$75.46	\$41.49	\$313.00	\$98.09	\$60.35	\$1,379.35		
Mac&Cheese		2	5	1	3						11		\$7.00	\$16.50	\$3.30	\$9.90						\$36.70		
Muffin		29	29	18	20	18	26	13	40	15	208		\$79.75	\$81.91	\$48.11	\$56.60	\$50.94	\$73.58	\$39.62	\$104.71	\$39.62	\$574.84		
Nachos	69	101	96	159	69	110	115	125	133	95	1072	\$310.50	\$454.50	\$430.17	\$739.47	\$325.59	\$518.99	\$542.57	\$589.85	\$627.64	\$448.26	\$4,987.54		
Nutella & Go pack		10	1								11		\$30.00	\$2.83								\$32.83		
Oatmeal		9	11	3	19	16	19	11	11	22	121		\$12.76	\$15.56	\$4.25	\$26.92	\$22.64	\$26.92	\$15.59	\$15.59	\$29.76	\$169.99		
Pancake/Sausage stick					4	13	18	13	24	20	92					\$9.44	\$30.67	\$42.47	\$30.68	\$54.27	\$47.20	\$214.73		
Peanut butter crackers	11	3	7	6			1	11	9	5	53	\$16.50	\$4.50	\$10.01	\$8.51			\$1.42	\$15.58	\$12.77	\$7.08	\$76.37		
Pizza	19	31	27	38	40	24	26	51	38	26	320	\$104.50	\$160.89	\$140.13	\$197.22	\$207.60	\$119.37	\$140.11	\$264.68	\$197.20	\$134.93	\$1,666.63		
Popcorn		2	2	6	1	1	2				14		\$2.36		\$7.07	\$1.18	\$1.18	\$2.36				\$14.15		
Propel Water			25	57	63	50	35	40	41	53	364			\$64.77	\$147.76	\$163.25	\$129.61	\$90.96	\$103.69	\$106.34	\$137.38	\$943.76		
Pudding Cup		5	2	5	4	9	4	5	2	1	37		\$7.50	\$2.84	\$7.10	\$5.67	\$12.76	\$5.68	\$7.06	\$2.84	\$1.42	\$52.87		
Razz Tea								8	6									\$34.00	\$25.48					
Salted Peanuts	2	2									4	\$4.00	\$4.00									\$8.00		
SanPellegrino	14										14	\$40.98										\$40.98		
Small Coffee	19	34	41	34	33	23	28	34	34	27	307	\$23.40	\$40.12	\$48.38	\$40.11	\$38.93	\$27.14	\$33.04	\$40.12	\$40.11	\$31.86	\$363.21		
Small Hot Chocolate-1 packet		24	26	12	38	21	22	11	13	30	197		\$28.32	\$30.68	\$14.16	\$44.84	\$24.78	\$25.96	\$12.98	\$15.34	\$34.22	\$231.28		
Small Juice	14	52	58	79	92	75	99	69	67	112	717	\$28.00	\$104.00	\$110.30	\$149.13	\$173.65	\$141.56	\$181.28	\$143.49	\$153.40	\$264.21	\$1,449.02		
Soft Pretzels	17	169	185	204	172	187	230	264	253	239	1920	\$59.50	\$591.50	\$654.54	\$752.23	\$648.82	\$701.56	\$867.69	\$999.49	\$950.51	\$901.55	\$7,127.39		
String Cheese					10	13	5	9		8	45					\$11.79	\$15.34	\$5.90	\$9.44		\$9.44	\$51.91		
Trail Mix	3	9	9	16	5	15	12		1	14	84	\$6.62	\$19.08	\$19.11	\$33.94	\$8.51	\$31.82	\$25.44		\$4.24	\$29.69	\$178.45		
Vitamin Water	1	1	22	34	20	27	17	11	59	46	238	\$3.77	\$3.77	\$82.96	\$128.23	\$75.44	\$98.07	\$64.12	\$41.49	\$222.59	\$173.53	\$893.97		
Ice Cream Bars							9			13								\$33.95			\$49.02			
Yogurt		1	1				4	13	4	2	25		\$2.36	\$2.36				\$9.44	\$30.65	\$9.43	\$4.72	\$58.96		
<b>Total</b>	<b>800</b>	<b>1042</b>	<b>1055</b>	<b>1245</b>	<b>1188</b>	<b>1079</b>	<b>1250</b>	<b>1379</b>	<b>1552</b>	<b>1361</b>	<b>11824</b>	<b>\$2,384.89</b>	<b>\$3,152.11</b>	<b>\$3,092.41</b>	<b>\$3,769.41</b>	<b>\$3,426.47</b>	<b>\$3,185.55</b>	<b>\$3,648.41</b>	<b>\$4,247.30</b>	<b>\$4,671.03</b>	<b>\$4,011.04</b>	<b>\$35,089.61</b>		

Pro-Shop	Number of Sales by Item											Annual Total	Value of Sales per Item											Annual Total
	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	Jul-16		Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17			
Adult Goggles	24	5	5	43	19	50	35	37	57	39	314	\$432.00	\$90.00	\$56.60	\$486.76	\$215.08	566	396.2	418.85	645.25	441.49	\$3,748.23		
Adult Silicon Swim Cap			2	4	1	1	2	1	6	8	25			\$18.86	\$37.72	\$9.43	9.43	18.86	9.43	56.58	75.46	\$235.77		
Anti fog spray								6	1	1								33.96	5.66	5.66				
Animal Kids Goggles	38	29	16	23	29	13					148	\$285.00	\$175.00	\$77.18	\$108.55	\$136.81	61.34					\$843.88		
Arm Floats				8	4	4	6	3	11	13	49				\$30.18	\$15.09	15.08	22.63	11.32	41.53	57.54	\$193.37		
Beach Balls	2		3	4	1	0	5	3	2	3	23	\$6.00		\$5.78	\$7.55	\$1.88		9.44	5.66	3.78	5.66	\$45.75		
Beach Towel	2	5	1	16	3	2	2	5	6	8	50	\$36.00	\$50.00	\$10.00	\$150.94	\$28.29	\$18.86	\$18.86	\$47.15	\$56.59	\$75.46	\$492.15		
Boys Swim Trunks	25	14	8	24	11	12	8	12	17	14	145	\$575.00	\$319.00	\$154.35	\$452.86	\$207.57	\$226.44	\$150.95	\$226.43	\$320.77	\$264.16	\$2,897.53		
Camelbak eddy Water Bottle		1	4	2							7		\$25.00	\$95.74	\$47.17							\$167.91		
Critter Silicon Swim Cap	5	2		1	2	2	3	4	3		22	\$60.00	\$20.00		\$7.55	\$15.10	\$15.09	\$22.65	\$30.19	\$22.64		\$193.22		
Dive Rings, Sticks or Discs	3	8	8	3	11	15	9	5	3	8	73	\$27.00	\$40.00	\$38.31	\$14.16	\$51.89	\$70.78	\$42.47	\$23.59	\$14.16	\$37.75	\$360.11		
Diving Sticks	2	2									4	\$18.00	\$18.00									\$36.00		
Ear plugs	15	15	17	11	16	8	4	10	7	11	114	\$71.25	\$41.00	\$33.00	\$20.78	\$30.24	\$15.12	\$7.56	\$18.89	\$13.23	\$25.48	\$276.55		
Flip Flops	3	2		2	6			5	5	10	33	\$15.75	\$8.00		\$7.54	\$22.63			\$18.86	\$18.85	\$37.72	\$129.35		
Fun Kids Kickboards	4	5	2	7	4	3	6	3	2		36	\$56.00	\$66.00	\$19.44	\$66.04	\$37.74	\$28.30	\$56.62	\$28.30	\$18.87		\$377.31		
Girls One Piece Suit	21	8	6	19	15	16	17	20	17	16	155	\$588.00	\$200.00	\$116.61	\$358.53	\$283.05	\$301.92	\$320.78	\$377.39	\$320.78	\$301.92	\$3,168.98		
Goggle Mask				1	2						3				\$14.15	\$28.30						\$42.45		
H2O Dumbbells		1									1		\$15.00									\$15.00		
Hand Paddles	2			1					1		4	\$18.00			\$7.55				\$7.55			\$33.10		
Head Phones	2	4		1	5	1		1	2		16	\$14.00	\$22.00		\$4.72	\$23.60	\$4.72		\$9.44			\$78.48		
Junior Goggles	4	48	62	39	21	38	26	46	53	55	392	\$32.00	\$480.00	\$600.10	\$367.81	\$198.08	\$358.43	\$253.70	\$433.87	\$499.87	\$518.73	\$3,742.59		
Lip Balm				1				2	1		4				\$2.36				\$4.72	\$1.89		\$8.97		
Lock	33	15	13	21	14	23	22	28	27	17	213	\$330.00	\$95.00	\$62.76	\$99.10	\$66.07	\$108.56	\$103.83	\$127.36	\$127.43	\$80.24	\$1,200.35		
Men's Swim Trunks	14	14	8	13	9	8	13	10	26	13	128	\$350.00	\$350.00	\$191.48	\$306.55	\$212.23	\$188.64	\$306.55	\$234.47	\$613.16	\$306.56	\$3,059.64		
Mesh Bag		1			2				1	1	5		\$10.00		\$18.87				\$9.44	\$9.43		\$47.74		
Noodles	4	5	4	6	3	6	5	8	3	4	48	\$34.00	\$28.50	\$19.44	\$28.31	\$14.15	\$28.31	\$23.58	\$37.75	\$14.15	\$18.87	\$247.06		
Nose Plugs	45	27	21	25	34	23	14	14	20	16	239	\$135.00	\$81.00	\$61.13	\$70.75	\$96.22	\$65.09	\$39.62	\$39.62	\$56.60	\$45.28	\$690.31		
Regular Kickboards	1		2	3	2		2		1	3	14	\$16.00		\$19.43	\$28.29	\$18.86		\$18.87		\$9.43	\$28.30	\$139.18		
Retro Women Suit					4	6	1				11				\$113.20	\$169.80	\$28.30					\$311.30		
Shammy Towel		2	1			1	1			1	6		\$28.00	\$10.00		\$9.43	\$9.43			\$9.43		\$66.29		
Swim Diapers	18	19	15	32	27	14	14	19	14	20	192	\$36.00	\$38.00	\$28.89	\$60.47	\$50.96	\$26.45	\$26.44	\$35.98	\$26.41	\$37.80	\$367.40		
Water Squirts	2	3	6	1	6						18	\$20.00	\$15.00	\$28.59	\$4.72	\$28.30						\$96.61		
Water Wings	4	2									6	\$12.00	\$6.00									\$18.00		
Women's Multi-Color one piece suit		4	5	7	1		1				18		\$84.00	\$200.49	\$277.34	\$39.62		\$39.63				\$641.08		
Women's Solid Color One Piece Suit	13	11	5	9	6	5	4	10	27	26	116	\$416.00	\$366.00	\$168.04	\$297.17	\$198.12	\$165.10	\$132.08	\$330.20	\$891.54	\$858.51	\$3,822.76		
Work out gloves			1			1		3	1	2	8			\$15.00		\$14.15		\$42.45	\$14.15	\$18.86		\$104.61		
YKFC Tank Top		1		2							3		\$20.00	\$37.74								\$57.74		
YKFC Bag								1										\$4.72						
YKFC T-Shirt	11	6		1	2	1		2	3	1	27	\$330.00	\$160.00	\$23.58		\$47.16	\$23.58		\$47.17	\$70.75	\$23.58	\$725.82		
Star Wars Swim Shorts							2	1	1									\$49.06	\$24.53	\$24.53				
Shorty Swim Suit							3	0	1	4							\$141.51	\$141.51	\$47.17	\$188.68				
YKFC water bottle					2				1	3	6				\$22.64				\$23.58	\$70.74		\$116.96		
<b>Total</b>	<b>297</b>	<b>259</b>	<b>215</b>	<b>330</b>	<b>262</b>	<b>253</b>	<b>205</b>	<b>260</b>	<b>322</b>	<b>294</b>	<b>2676</b>	<b>\$3,913.00</b>	<b>\$2,850.50</b>	<b>\$2,092.54</b>	<b>\$3,365.62</b>	<b>\$2,231.18</b>	<b>\$2,490.62</b>	<b>\$2,239.62</b>	<b>\$2,777.95</b>	<b>\$4,032.94</b>	<b>\$3,472.57</b>	<b>\$28,799.55</b>		

HeathFitness Operating Budget: April 2017

Revenue	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	Total	Budgeted
Member Fees	\$16,840	\$12,543	\$9,699	\$26,378	\$11,867	\$43,140	\$10,624	\$14,985	\$10,739	\$10,064	\$166,878	\$336,000
Daily Admissions	\$5,433	\$6,323	\$5,084	\$6,218	\$5,385	\$6,520	\$3,573	\$9,659	\$6,299	\$5,530	\$60,024	w/membersh
Rentals	\$940	\$945	\$1,375	\$1,050	\$1,060	\$595	\$520	\$605	\$895	\$1,266	\$9,251	\$15,000
Programming	\$2,300	\$305	\$3,580	\$2,022	\$3,165	\$747	\$5,962	\$5,555	\$11,532	\$710	\$35,878	\$110,000
Concessions	\$2,037	\$3,148	\$3,095	\$3,769	\$3,426	\$3,186	\$3,648	\$4,247	\$4,671	\$4,011	\$35,238	\$69,000
Pro Shop	\$3,883	\$2,879	\$2,034	\$3,470	\$2,231	\$2,491	\$2,240	\$2,778	\$4,033	\$3,473	\$29,511	\$48,000
Miscellaneous	\$0	\$0	\$0	\$596	\$0	\$454	\$0	\$0	\$467	\$91	\$1,608	\$0
<b>Monthly Revenue Total</b>	<b>\$31,433</b>	<b>\$26,142</b>	<b>\$24,867</b>	<b>\$43,503</b>	<b>\$27,134</b>	<b>\$56,677</b>	<b>\$26,567</b>	<b>\$37,829</b>	<b>\$38,170</b>	<b>\$25,053</b>	<b>\$337,376</b>	<b>\$578,000</b>
Expenses	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	Total	Budgeted
FT Staff Wages	\$6,991	\$10,664	\$15,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$15,000	\$10,000	\$107,656	\$135,000
PT Staff Wages	\$10,725	\$22,826	\$29,032	\$19,752	\$19,713	\$19,481	\$18,583	\$30,762	\$30,365	\$20,679	\$221,916	\$381,734
Benefits	\$2,687	\$5,023	\$6,605	\$4,463	\$4,457	\$4,422	\$4,287	\$4,614	\$6,805	\$6,049	\$49,412	\$96,410
Management	\$11,667	\$11,667	\$11,667	\$11,667	\$11,667	\$11,667	\$11,667	\$11,667	\$11,667	\$11,667	\$116,667	\$140,000
Liability Insurance	\$1,255	\$1,255	\$1,255	\$1,255	\$1,225	\$1,225	\$1,225	\$1,225	\$1,225	\$1,225	\$12,370	\$15,063
Staff Meetings		\$583		\$843		\$100				\$577	\$2,103	\$2,200
Cost of Living Adjustment	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$30,000	\$36,000
Bank Fees	\$604	\$500	\$547	\$1,139	\$636	\$524	\$809	\$780	\$952	\$611	\$7,103	\$13,000
Advertising/Marketing				\$155	\$428	\$188	\$103	\$532	\$699	\$39	\$2,144	\$10,000
Sub-Contractor Maintenance Cost						\$5,985				\$5,985	\$11,970	\$35,790
Building Maintenance Contingency Reserve									\$2,920		\$2,920	\$3,300
Exercise Equipment Maintenance										\$422	\$422	\$5,600
Pool/Building Maintenance Supplies	\$73	\$222	\$78	\$116	\$5,803	\$310	\$114	\$46	\$310	\$0	\$7,073	\$5,000
Chemical Supplies		\$6,973	\$4,637					\$36			\$11,645	\$26,500
Paper and Cleaning Products			\$55	\$3,692	\$297	\$133	\$897	\$98		\$1,471	\$6,643	\$22,000
Point of Sale System	\$1,026	\$274	\$263	\$462	\$282	\$599	\$338	\$399	\$380	\$335	\$4,357	\$5,889
Office Supplies		\$133	\$221	\$39	\$92			\$46	\$7	\$83	\$621	\$4,000
Postage								\$5			\$5	\$1,000
Unforeseen Expense											\$0	\$1,500
Fitness Items					\$51	\$144	\$147		\$125		\$466	\$1,500
Aquatics Program Items		\$221	\$595	\$39			\$70	\$217	\$70	\$51	\$1,263	\$2,500
Concession Items	\$926	\$2,844	\$1,795	\$1,471	\$3,053	\$1,523	\$3,143	\$2,278	\$3,163	\$2,502	\$22,698	\$42,000
Pro-Shop Items	\$0	\$3,637	\$793	\$196	\$1,396	\$2,200	\$397	\$1,115	\$3,539	\$3,120	\$16,394	\$32,000
Cable TV	\$0	\$0		\$294	\$169	\$169	\$169	\$169	\$169	\$169	\$1,309	\$1,908
Shipping		\$153		\$76							\$228	\$20,000
<b>Monthly Expenditures</b>	<b>\$38,953</b>	<b>\$69,974</b>	<b>\$75,544</b>	<b>\$58,658</b>	<b>\$62,269</b>	<b>\$61,668</b>	<b>\$54,949</b>	<b>\$66,990</b>	<b>\$77,475</b>	<b>\$70,907</b>	<b>\$637,387</b>	<b>\$1,039,894</b>

Daily Patron Counts Total for Facility

Total	4/1/17	4/2/17	4/4/17	4/5/17	4/6/17	4/7/17	4/8/17	4/9/17	4/11/17	4/12/17	4/13/17	4/14/17	4/15/17	4/16/17	4/18/17	4/19/17	4/20/17	4/21/17	4/22/17	4/23/17	4/25/17	4/26/17	4/27/17	4/28/17	4/29/17	4/30/17	Time	
Time	Saturday	Sunday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Time	
6:00am			3	2	4	3			2	6	4	2			5	3	4	0			3	2	0	1			6:00am	
6:30am			5	11	7	7			9	11	10	7			9	7	7	7			7	8	7	5			6:30am	
7:00am			7	10	3	0			6	25	6	3			8	1	1	6			4	9	6	1			7:00am	
7:30am			3	1	1	0			4	20	2	0			2	2	0	1			3	1	2	1			7:30am	
8:00am			1	1	1	2			4	1	2	3			2	2	2	4			4	2	5	2			8:00am	
8:30am			5	4	5	4			5	5	5	4			3	4	2	5			7	5	4	3			8:30am	
9:00am	0		10	6	6	8	1		4	3	6	3	8		5	6	3	5	0		8	5	2	5	14		9:00am	
9:30am	0		1	6	7	7	8		5	8	11	4	11		7	9	28	7	0		19	7	9	5	12		9:30am	
10:00am	0	0	3	6	6	5	13	10	3	5	4	3	16	0	7	7	34	4	8	3	25	15	11	11	17	3	10:00am	
10:30am	0	0	9	2	15	4	17	0	13	4	20	4	16	0	5	4	36	6	2	9	24	17	16	11	7	6	10:30am	
11:00am	0	0	2	4	13	2	13	0	22	7	19	9	9	0	15	7	8	5	3	9	12	6	14	6	17	13	11:00am	
11:30am	0	0	11	2	0	0	8	0	5	4	4	7	23	0	4	5	8	3	2	9	10	6	0	1	15	6	11:30am	
12:00pm	0	0	12	3	2	4	23	0	4	5	2	6	51	0	3	3	7	9	2	11	9	8	4	2	16	12	12:00pm	
12:30pm	0	0	11	7	2	6	16	0	3	5	5	6	32	0	5	10	5	12	12	18	9	11	4	1	21	6	12:30pm	
1:00pm	0	0	4	19	2	4	22	0	2	5	2	5	28	0	1	17	2	4	4	25	18	8	15	0	3	12	4	1:00pm
1:30pm	0	0	8	20	2	8	33	0	2	1	4	4	16	0	6	22	3	12	31	36	4	17	2	21	29	18	1:30pm	
2:00pm	0	0	3	15	2	17	27	0	2	7	7	5	10	3	3	15	4	22	36	45	5	8	12	20	48	18	2:00pm	
2:30pm	0	0	2	11	2	18	21	0	2	7	4	6	27	19	6	10	5	19	18	31	3	22	15	10	46	0	2:30pm	
3:00pm	0	0	4	3	2	3	21	0	4	10	3	6	37	33	1	5	1	12	38	26	1	1	8	19	72	27	3:00pm	
3:30pm	0	0	0	2	3	3	17	0	3	6	2	3	21	22	2	9	3	5	27	26	8	4	2	22	46	33	3:30pm	
4:00pm	0	0	2	7	4	3	12	0	6	11	6	6	27	15	8	8	3	5	32	35	2	4	2	15	21	31	4:00pm	
4:30pm	0	0	16	12	9	23	18	0	3	14	15	8	37	13	7	4	11	10	56	36	18	6	4	3	23	24	4:30pm	
5:00pm	0	0	26	28	17	25	29	0	21	22	15	9	41	18	19	16	22	7	59	19	24	28	18	3	21	15	5:00pm	
5:30pm	0	0	39	33	31	25	37	0	40	27	29	10	43	19	37	12	36	6	29	32	33	29	23	9	32	15	5:30pm	
6:00pm	0	0	47	34	38	20	54	0	52	21	31	16	28	35	38	16	39	6	23	29	47	32	28	16	31	16	6:00pm	
6:30pm	0	0	43	31	43	35	55	0	33	48	20	14	16	35	21	10	34	15	19	21	44	36	40	24	23	11	6:30pm	
7:00pm	0	0	51	31	48	42	57	0	37	48	20	14	14	43	25	14	39	25	12	10	39	30	26	17	10	9	7:00pm	
7:30pm	0	0	36	36	28	52	47	0	27	33	21	12	18	28	18	17	44	23	15	13	31	21	27	17	13	8	7:30pm	
8:00pm	0	0	32	33	23	41	28	0	21	19	17	12	14	24	21	9	23	15	22	6	24	18	17	5	12	6	8:00pm	
8:30pm	0	0	5	15	17	5	0	0	7	3	0	3	3	4	5	0	2	5	0	0	4	9	3	5	2	0	8:30pm	
Total:	0	0	401	395	343	376	577	529	351	391	296	194	546	311	298	254	416	265	471	442	439	382	311	274	560	281	9103	

Daily Patron Counts By Area

Time	4/1/17	4/2/17	4/3/17	4/4/17	4/5/17	4/6/17	4/7/17	4/8/17	4/9/17	4/10/17	4/11/17	4/12/17	4/13/17	4/14/17	4/15/17	4/16/17	4/18/17	4/19/17	4/20/17	4/21/17	4/22/17	4/23/17	4/24/17	4/25/17	4/26/17	4/27/17	4/28/17	4/29/17	4/30/17	Time
Studio	Saturday	Sunday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Saturday	Sunday	Studio	
6:00am			0	0	0	0				0	0	0	0				0	0	0	0			0	0	0	0		6:00am		
6:30am			0	0	0	0				2	0	1	0				0	0	0	0			0	0	1	0		6:30am		
7:00am			1	0	0	0				10	0	0	0				0	0	0	0			2	0	0	0		7:00am		
7:30am			0	0	0	0				0	0	0	0				2	0	0	0			1	0	0	0		7:30am		
8:00am			0	0	0	0				0	0	0	0				0	0	0	0			0	0	0	0		8:00am		
8:30am			0	0	0	0				0	1	0	0				0	0	0	0			0	0	0	0		8:30am		
9:00am			0	0	0	0				0	0	0	0				0	0	0	0			0	0	0	0		9:00am		
9:30am			0	0	0	0				0	1	0	0				0	0	0	0			0	0	0	0		9:30am		
10:00am			0	0	0	0				0	0	0	0				0	0	0	0			2	0	0	0		10:00am		
10:30am			0	0	0	0				0	0	0	0				0	0	0	0			0	0	0	0		10:30am		
11:00am			0	0	0	0				0	10	0	0				0	0	0	0			2	0	0	0		11:00am		
11:30am			0	0	0	0				0	10	0	0				0	0	0	0			0	0	0	0		11:30am		
12:00pm			0	0	0	0				6	0	0	0				23	0	0	0			0	0	0	0		12:00pm		
12:30pm			0	0	0	0				6	3	0	0				0	0	0	0			3	0	0	0		12:30pm		
1:00pm			0	0	0	0				6	0	0	0				1	5	0	0			1	0	0	0		1:00pm		
1:30pm			0	0	0	0				5	0	0	0				0	0	0	0			1	3	3	0		1:30pm		
2:00pm			0	0	0	0				5	0	0	0				0	0	1	0			0	0	0	0		2:00pm		
2:30pm			0	0	0	0				0	0	0	0				0	16	0	1			0	0	0	0		2:30pm		
3:00pm			0	0	0	0				5	0	0	0				15	8	0	1			1	1	1	0		3:00pm		
3:30pm			0	0	0	0				5	0	0	0				0	7	1	0			0	1	0	0		3:30pm		
4:00pm			0	0	0	0				5	0	0	0				0	0	1	1			0	0	0	0		4:00pm		
4:30pm			0	0	0	0				3	1	0	0				1	1	2	0			0	0	0	0		4:30pm		
5:00pm			0	9	4	2				8	1	5	0				8	2	5	13			3	0	10	11	6		5:00pm	
5:30pm			0	9	6	11				0	2	5	3				0	2	0	14			2	1	3	10	6		5:30pm	
6:00pm			0	5	7	11				0	2	5	4				2	3	0	13			2	0	3	10	2		6:00pm	
6:30pm			0	5	7	11				0	3	5	1				1	1	2	0			3	1	4	5	11	2		6:30pm
7:00pm			0	5	8	11				0	3	5	0				0	2	4	0			3	0	4	5	0		7:00pm	
7:30pm			0	3	11	3				0	3	5	0				0	0	1	4			2	0	0	3	5	0		7:30pm
8:00pm			0	3	3	3				0	1	4	0				0	0	0	0			0	0	0	4	4	0		8:00pm
8:30pm			0	3	3	3				0	2	5	0				0	1	0	0			0	0	0	2	5	0		8:30pm
Total:	0	0	54	63	49	1	38	68	42	10	9	10	60	33	26	11	63	13	22	22	48	53	42	4	35	4	Total:			

Time	4/1/17	4/2/17	4/3/17	4/4/17	4/5/17	4/6/17	4/7/17	4/8/17	4/9/17	4/10/17	4/11/17	4/12/17	4/13/17	4/14/17	4/15/17	4/16/17	4/18/17	4/19/17	4/20/17	4/21/17	4/22/17	4/23/17	4/24/17	4/25/17	4/26/17	4/27/17	4/28/17	4/29/17	4/30/17	Time
Fitness	Saturday	Sunday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Saturday	Sunday	Fitness	
6:00am			3	2	4	3				2	6	4	2				5	3	4	0			3	2	0	1		6:00am		
6:30am			4	4	1	3				3	8	6	3				3	8	6	3			4	4	6	1	5		6:30am	
7:00am			5	1	2	0				2	5	3	2				3	1	0	1			2	5	3	1		7:00am		
7:30am			3	1	0	0				3	2	2	0				0	1	0	1			2	1	0	1		7:30am		
8:00am			1	1	1	2				3	1	1	2				1	1	0	2			1	1	2	1		8:00am		
8:30am			2	2	3	2				2	2	3	1				2	2	3	1			3	2	1	1		8:30am		
9:00am			4	4	3	5				3	2	4	1				3	3	1	1			6	1	0	2		9:00am		
9:30am			0	4	4	5				0	3	4	2				4	2	4	4			6	2	8	3		9:30am		
10:00am			0	0	4	1				4	7	5	0				6	0	4	2			6	0	15	3	8		10:00am	
10:30am			0	9	7	13				2	9	7	12				3	15	2	2			7	2	18	3	12		10:30am	
11:00am			0	0	0	3				11	2	10	8				0	11	2	8			1	3	4	4	2		11:00am	
11:30am			0	0	1	1				0	9	0	1				4	6	0	3			2	2	2	4	0		11:30am	
12:00pm			0	1	2	0				4	10	3	3				1	5	6	0			1	2	3	6	3		12:00pm	
12:30pm			0	9	7	4				4	4	0	8				9	8	3	6			0	3	6	0	9		12:30pm	
1:00pm			0	4	7	2				4	1	4	2				4	4	0	1			3	1	2	0	0		1:00pm	
1:30pm			0	4	6	2				3	5	2	1				2	4	0	0			2	3	3	0	0		1:30pm	
2:00pm			0	3	6	2				4	0	1	2				4	0	2	3			3	3	0	1	2		2:00pm	
2:30pm			0	2	2	0				2	0	1	1				5	2	0	2			0	6	2	0	11		2:30pm	
3:00pm			0	0	2	2				1	5	2	4				3	6	7	0			3	1	4	8	6		3:00pm	
3:30pm			0	0	2	3				0	7	3	4				0	6	3	1			2	2	3	4	2		3:30pm	
4:00pm			0	1	2	4				0	4	0	0				4	4	5	3			4	4	5	3	1		4:00pm	
4:30pm			0	5	4	4				3	3	0	5				3	2	2	2			3	1	7	8	3		4:30pm	
5:00pm			0	9	7	4				3	10	5	1				2	4	2	5			5	3	4	6	0		5:00pm	
5:30pm			0	10	8	3				3	14	4	2				2	8	0	6			3	7	1	0	5		5:30pm	
6:00pm			0	16	16	6				4	11	12	2				3	3	2	3			2	3	2	3	7		6:00pm	
6:30pm			0	21	16	12				5	1	12	10				1	7	0	2			6	4	3	7	10	7		6:30pm
7:00pm			0	11	9	13				7	7	12	15				1	6	0	6			6	2	2	8	11	4		7:00pm
7:30pm			0	8	8	8				3	7	10	10				4	0	2	8			6	7	1	0	4		7:30pm	
8:00pm			0	5	0	0				3	4	0	0				3	3	0	4			5	7	0	0	4		8:00pm	
8:30pm			0	2	7	10				0	0	0	0				0	3	5	0			0	2	4	3	5	2		8:30pm
Total:	0	0	143	140	132	44	72	110	154	122	102	98	45	42	115	64	103	89	62	62	132	106	125	60	66	6	Total:			

Time	4/1/17	4/2/17	4/3/17	4/4/17	4/5/17	4/6/17	4/7/17	4/8/17	4/9/17	4/10/17	4/11/17	4/12/17	4/13/17	4/14/17	4/15/17	4/16/17	4/18/17	4/19/17	4/20/17	4/21/17	4/22/17	4/23/17
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April Monthly Facility Averages

Total	Tues	Wed	Thurs.	Fridays	Total	Saturdays	Sundays
6:00am	3.25	3.25	3	1.5	6:00am		
6:30am	7.5	9.25	7.75	6.5	6:30am		
7:00am	6.25	11.25	4	2.5	7:00am		
7:30am	3	6	1.25	0.5	7:30am		
8:00am	2.75	1.5	2.5	2.75	8:00am		
8:30am	5	4.5	4	4	8:30am		
9:00am	6.75	5	4.25	5.25	9:00am	4.6	
9:30am	8	7.5	13.75	5.75	9:30am	6.2	
10:00am	9.5	8.25	13.75	5.75	10:00am	10.8	3.2
10:30am	12.75	6.75	21.75	6.25	10:30am	8.4	3
11:00am	12.75	6	13.5	5.5	11:00am	8.4	4.4
11:30am	7.5	4.25	3	2.75	11:30am	9.6	3
12:00pm	7	4.75	3.75	5.25	12:00pm	18.4	4.6
12:30pm	7	8.25	4	6.25	12:30pm	16.2	4.8
1:00pm	3.75	14	1.5	4	1:00pm	17.4	4.4
1:30pm	5	15	2.75	11.25	1:30pm	21.8	10.8
2:00pm	3.25	11.25	6.25	16	2:00pm	24.2	13.2
2:30pm	3.25	12.5	6.5	13.25	2:30pm	22.4	10
3:00pm	2.5	4.75	3.5	10	3:00pm	33.6	17.2
3:30pm	3.25	5.25	2.5	8.25	3:30pm	22.2	16.2
4:00pm	4.5	7.5	3.75	7.25	4:00pm	18.4	16.2
4:30pm	11	9	9.75	11	4:30pm	26.8	14.6
5:00pm	22.5	23.5	18	11	5:00pm	30	10.4
5:30pm	37.25	25.25	29.75	12.5	5:30pm	28.2	13.2
6:00pm	46	25.75	34	14.5	6:00pm	27.2	16
6:30pm	35.25	31.25	34.25	22	6:30pm	22.6	13.4
7:00pm	38	30.75	33.25	27	7:00pm	18.6	12.4
7:30pm	28	26.75	30	26	7:30pm	18.6	9.8
8:00pm	24.5	19.75	20	18.25	8:00pm	15.2	7.2
8:30pm	5.25	6.75	5.5	4.5	8:30pm	1	0.8

April Monthly Area Averages

Studio	Tues	Wed	Thurs.	Fridays	Studio	Saturdays	Sundays	Fitness	Tues	Wed	Thurs.	Fridays	Fitness	Saturdays	Sundays	Pool	Tues	Wed	Thurs.	Fridays	Pool	Saturdays	Sundays	Spa	Tues	Wed	Thurs.	Fridays	Spa	Saturdays	Sundays
6:00am	0	0	0	0	6:00am			6:00am	3.25	3.25	3	1.5	6:00am			6:00am	0	0	0	0	6:00am			6:00am	0	0	0	0	6:00am		
6:30am	0.5	0	0.5	0	6:30am			6:30am	3.5	4	4	3	6:30am			6:30am	3.5	5.25	3.25	3.25	6:30am			6:30am	0	0	0	0.25	6:30am		
7:00am	0.25	0	0	0	7:00am			7:00am	3	3	2	1	7:00am			7:00am	3	8	2	1.5	7:00am			7:00am	0	0.25	0	0	7:00am		
7:30am	0.75	0	0	0	7:30am			7:30am	2	1.25	0.5	0.5	7:30am			7:30am	2	4.75	0.5	0	7:30am			7:30am	0.25	0	0.25	0	7:30am		
8:00am	0	0	0	0	8:00am			8:00am	1.5	1	1	1.75	8:00am			8:00am	1.25	0.5	1.5	1	8:00am			8:00am	0	0	0	0	8:00am		
8:30am	0	0.25	0	0.25	8:30am			8:30am	2.25	2.25	1.75	1.5	8:30am			8:30am	1.75	1.5	1.5	1.75	8:30am			8:30am	1	0.5	0.75	0.5	8:30am		
9:00am	0.25	0	0	0	9:00am	0		9:00am	4	2.5	2	2.25	9:00am	0.2		9:00am	1.75	1.5	1.75	2	9:00am	3.4		9:00am	0.75	1	0.5	1	9:00am	1	
9:30am	0	0.25	0	0	9:30am	0		9:30am	2.5	2.75	5	3.5	9:30am	0		9:30am	5	3.75	8.25	1.75	9:30am	4.6		9:30am	0.5	0.75	0.5	0.5	9:30am	1.6	
10:00am	0	0	0	0	10:00am	0.4	0	10:00am	4.75	2.75	4	2.25	10:00am	5.6	1.2	10:00am	3.5	4.25	8	3	10:00am	3.6	2	10:00am	1.25	1.25	1.75	0.5	10:00am	1.2	0
10:30am	0	0	0	0	10:30am	0.4	2	10:30am	10.25	2.75	11.5	2.25	10:30am	1.8	1.8	10:30am	2.25	3	9.25	3.5	10:30am	6	3.8	10:30am	0.25	1	1	0.5	10:30am	0.2	0
11:00am	0	0	0	0.5	11:00am	0	3.2	11:00am	8	2.5	11.5	2.5	11:00am	3.8	3.4	11:00am	3.5	2.25	2	2.25	11:00am	4.2	1.4	11:00am	1.25	1.25	0	0.25	11:00am	0.4	0.2
11:30am	0	0	0	0	11:30am	0	2.4	11:30am	1.5	2	1	1.25	11:30am	3	2.2	11:30am	4.75	2.25	1.75	1.5	11:30am	6.4	3	11:30am	1.25	0	0.25	0	11:30am	0.2	0.2
12:00pm	0	0	0	0	12:00pm	5.8	0	12:00pm	2	3.25	2.25	3.5	12:00pm	2.4	2.6	12:00pm	4.25	1.25	1.5	1.5	12:00pm	9.8	6	12:00pm	0.75	0.25	0	0.25	12:00pm	0.4	0.2
12:30pm	0	0	0	0	12:30pm	1.8	0.6	12:30pm	5.25	6.5	2.75	4.25	12:30pm	1	2.2	12:30pm	1.25	1.25	1.25	1.75	12:30pm	12.4	5.4	12:30pm	0.5	0.5	0	0.25	12:30pm	1	0.8
1:00pm	0	0	0.25	0.25	1:00pm	2.8	0	1:00pm	2.25	4	1.25	3	1:00pm	0.8	1.8	1:00pm	1	10	0	0.25	1:00pm	13.2	5.6	1:00pm	0.5	0	0	0.5	1:00pm	0.6	0.6
1:30pm	0	0	0	0.25	1:30pm	1.6	0.6	1:30pm	2	3	2.25	3.25	1:30pm	1	1.2	1:30pm	2.5	12	0.5	7.75	1:30pm	17.8	11	1:30pm	0.5	0	0	0	1:30pm	1.4	0.8
2:00pm	0	0.25	0	0	2:00pm	2	0.6	2:00pm	1.5	2	3.75	4	2:00pm	2	1.8	2:00pm	1.75	9	2.25	12	2:00pm	19	14.4	2:00pm	0	0	0.25	0	2:00pm	1.2	1
2:30pm	0.25	0.25	0	0.5	2:30pm	4.2	0.6	2:30pm	0.25	1.25	5	2.25	2:30pm	1.4	2.6	2:30pm	0.5	8.25	1.25	10.5	2:30pm	16.2	11.2	2:30pm	0.25	2.75	0.25	0	2:30pm	0.6	1.2
3:00pm	0	0.25	0	0.25	3:00pm	5.4	2.6	3:00pm	0.5	2.5	3	2.25	3:00pm	3.2	3.6	3:00pm	1.75	2	0.5	6.5	3:00pm	22.6	17.8	3:00pm	0.25	0	0	1	3:00pm	2.4	2.4
3:30pm	0	0.25	0	0	3:30pm	2.2	2.4	3:30pm	1.5	4	2.25	1.5	3:30pm	0.8	2.6	3:30pm	0.75	1	0.25	6.5	3:30pm	18.2	15.2	3:30pm	1	0	0	0.25	3:30pm	1	1.4
4:00pm	0.25	0.5	0	0	4:00pm	0	1.4	4:00pm	2.75	3.5	3	1.75	4:00pm	2	1.8	4:00pm	0.5	2.75	0.75	5.5	4:00pm	16	17.2	4:00pm	1	0.75	0	0	4:00pm	0.4	1.2
4:30pm	5.25	1	0	0	4:30pm	0.8	0.4	4:30pm	3.75	3.5	3.5	2.75	4:30pm	1	2.6	4:30pm	1.5	3.75	6	7.75	4:30pm	22.6	13	4:30pm	0.5	0.75	0.25	0.5	4:30pm	2.4	2.6
5:00pm	6.5	5	5.25	0	5:00pm	2.2	1.8	5:00pm	6	5.75	3	1.5	5:00pm	3.4	2.2	5:00pm	8	11.5	9.75	7.5	5:00pm	21.8	10.2	5:00pm	2	1.25	0	2	5:00pm	2.6	0.6
5:30pm	6.5	5	8.5	1.25	5:30pm	0.6	1	5:30pm	8	4.25	3.25	1.25	5:30pm	4	1.2	5:30pm	20.75	15	15.75	9.25	5:30pm	20.4	15	5:30pm	2	1	2.25	0.75	5:30pm	3.2	1.4
6:00pm	3.25	4	9.5	2	6:00pm	0.4	1.4	6:00pm	14	4.75	4.25	1.25	6:00pm	2.6	3.2	6:00pm	27.25	15.75	18.5	10.75	6:00pm	22.2	15.2	6:00pm	1.5	1.25	1.75	0.5	6:00pm	2	2.8
6:30pm	4	3.25	7.5	0.75	6:30pm	0.2	1.2	6:30pm	11.75	9	6.5	2.75	6:30pm	2.8	1	6:30pm	17.75	17.75	19	17.5	6:30pm	16.4	14.6	6:30pm	1.75	1.25	1.25	1	6:30pm	3.2	1
7:00pm	4.5	3.25	5.25	0.75	7:00pm	0	1	7:00pm	9.25	8.75	7.25	4.5	7:00pm	1.2	2	7:00pm	22.75	17.5	18.25	18.75	7:00pm	14.2	14.4	7:00pm	1.5	1.25	2.5	3	7:00pm	3.2	0.8
7:30pm	3.75	4	2.25	0	7:30pm	0	0.8	7:30pm	7.25	4.5	5.25	4	7:30pm	2	1	7:30pm	13.5	16.5	19.5	19.5	7:30pm	15	12	7:30pm	3.5	1.75	3	2.5	7:30pm	1.6	2
8:00pm	4	3.5	1.75	0	8:00pm	0.2	0.8	8:00pm	6.75	4	6	3.25	8:00pm	2.6	1.4	8:00pm	11.5	10.25	10.25	13	8:00pm	10.6	11.2	8:00pm	2.25	2	2	2	8:00pm	1.8	2.4
8:30pm	2.5	3.25	0	0.25	8:30pm	0	0.6	8:30pm	2.75	3.5	3.75	2.5	8:30pm	0.4	0.6	8:30pm	0	0	1.25	0	8:30pm	0.4	0	8:30pm	0	0	0.5	1.75	8:30pm	0.2	0

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# ***Unfinished Business***

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Introduced by: City Manager Williams  
Introduction Date: May 9, 2017  
Public Hearing: May 23, 2017  
Action:  
Vote:

## *CITY OF BETHEL, ALASKA*

### **Ordinance #17-25**

#### **AN ORDINANCE AUTHORIZING THE DISPOSAL OF PROPERTY PURSUANT TO BMC 4.08.030(B) LEASE AGREEMENT BETWEEN THE CITY OF BETHEL AND ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION (ADEC)**

**WHEREAS** the Bethel Municipal Code allows for the disposal of property via lease agreement;

**WHEREAS** when a lease is to a public entity providing a necessary public service, the City does not need to seek bids prior to leasing the space;

**WHEREAS** when a lease is to a public entity providing a necessary public service, the City may lease the land for less than fair market value;

**WHEREAS** in this case the Alaska Department of Environmental Conservation (ADEC) agrees to pay the City the sum of Three Hundred (\$300) per annum;

**WHEREAS** the ADEC desires to install an air quality monitoring station on a portion of property owned by the City;

**WHEREAS** the location would be on a portion of Lot 15, United States Survey A&B, Bethel Recording District, Fourth Judicial District, State of Alaska, also known as a portion of a lot located at 310 4<sup>th</sup> Ave., Bethel;

**WHEREAS** ADEC agrees to be solely responsible for all associated costs for the air monitoring station.

**NOW, BE IT ORDAINED**, the City Council authorizes the disposal of the above property via a five (5) year lease (Land Use Agreement) and authorizes the City Manager to sign the appropriate lease documents.

**SECTION 1. Classification.** This ordinance is of a general nature and shall not become a part of the Bethel Municipal Code.

**SECTION 2. Authorization.** Pursuant to Bethel Municipal Code 04.08.030(B) Disposal to an Entity Providing Necessary Public Service and Bethel Municipal Code.

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

Introduced by: City Manager Williams  
Introduction Date: May 9, 2017  
Public Hearing: May 23, 2017  
Action:  
Vote:

**ENACTED THIS \_\_\_\_\_ DAY OF MAY 2017, BY A VOTE OF \_ IN FAVOR AND \_  
\_\_\_\_\_ OPPOSED.**

\_\_\_\_\_  
Richard Robb, Mayor

ATTEST:

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

**LAND USE AGREEMENT  
FOR AIR QUALITY MONITORING**

The City of Bethel, a municipal corporation, (“Lessor”) hereby agrees to lease land to Alaska Department of Environmental Conservation (DEC), (“Lessee”), (both hereinafter collectively referred to as the “Parties”).

The lease of said land located on a portion of Lot 15, United States Survey A&B, Bethel Recording District, Fourth Judicial District, State of Alaska, also known as a portion of a lot located at 310 4<sup>th</sup> Ave., Bethel, Alaska, shall be used solely for the purpose of installing, maintaining, and operating an air quality monitoring site.

The Parties hereby agree to the following.

The City of Bethel agrees to:

1. Provide a dedicated location at 310 4<sup>th</sup> Ave., Bethel for DEC’s air quality monitoring site and activities, to be set up and maintained at DEC’s sole expense;
2. Allow DEC and Alaska Village Electric Cooperative (AVEC) to install a meter base and meter for power, to be set up and maintained at DEC’s sole expense;
3. Allow DEC and GCI Communication Corp. to install a separate phone line to the air monitoring equipment to be used for remote communication with the monitoring equipment, such separate phone line and air monitoring equipment to be set up and maintained at DEC’s sole expense;
4. Allow access to the monitoring site by DEC staff and those authorized by DEC, such access not to interfere with existing tenants’ or City’s use of the Premises;
5. Pursuant to Section 4.08.030(B) of the Bethel Municipal Code, the City shall charge DEC less than fair market rent. Rent shall be set at the rate of Three Hundred (\$300) Dollars per year or partial year and shall be paid annually by DEC. Rent is due no later than July 1<sup>st</sup> of each calendar year. No refund will be provided for any partial year or for any prepayment of rents if the Lease is terminated early for any reason. Sample invoices will be sent by the City and paid according to the schedule below:

Invoice Schedule			
Land use dates	Fiscal year	Rent due date	Invoice amount
June 1, 2017 – June 30, 2018	2018	July 1, 2017	\$300.00
July 1, 2018 – June 30, 2019	2019	July 1, 2018	\$300.00
July 1, 2019 – June 30, 2020	2020	July 1, 2019	\$300.00
July 1, 2020 – June 30, 2021	2021	July 1, 2020	\$300.00
July 1, 2021 – June 30, 2022	2022	July 1, 2021	\$300.00
July 1, 2022 – June 30, 2023	2023	July 1, 2022	\$300.00

DEC agrees to:

1. Make annual payment of rent, without demand by City, in the agreed upon amount of Three Hundred (\$300) Dollars per year or partial year.
2. Assume all costs of the telephone line installation and phone use to the air monitoring site;
3. Assume costs of the power line installation and power use to the air monitoring site;
4. Demobilize the air monitoring site and return the site to its original condition, less reasonable wear and tear at the end of the Lease;
5. Indemnify, defend, save, and hold harmless the City of Bethel, their employees, agents, invitees and licensees from and against any claim or lawsuit brought for injury arising out of the installation, operation, or maintenance of the air quality monitoring equipment at 310 4<sup>th</sup> Ave., Bethel, Alaska.

The effective date of this Land Use Agreement shall be upon final signature by all parties on this agreement and except for the indemnification requirement **shall terminate upon termination of the Agreement.**

Either Party may terminate its participation in this Land Use Agreement by providing written notice to the other Party 30 days in advance of the date on which its termination will become effective. In the event the City of Bethel terminates this agreement, damages are limited to the unused portion of any year's payment.

Upon the termination of the Lease, for any reason, the land shall immediately revert to the City.

Any amendment to this Land Use Agreement will only be made by mutual written consent of the Parties.

**CONTACTS:**

<p><u>City of Bethel:</u> Peter A. Williams, City Manager 300 State Highway PO Box 1388 Bethel, AK Phone: (907) 543-2047 email: <a href="mailto:pwilliams@cityofbethel.net">pwilliams@cityofbethel.net</a></p>	<p><u>DEC:</u> Barbara Trost, AMQA Program Manager State of Alaska, DEC, Air Quality Division 555 Cordova St., 1<sup>st</sup> Floor Anchorage, Alaska 99501 Phone: (907) 269-6249 Fax: (907) 269-7508 email: <a href="mailto:barbara.trost@alaska.gov">barbara.trost@alaska.gov</a></p>
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IN WITNESS WHEREOF, the Parties have executed this Land Use Agreement by their respective, duly authorized representatives as of the last date signed below.

Alaska Department of Environmental Conservation:

_____	_____
Date	Barbara Trost, AMQA Program Manager

_____	_____
Date	Nikolay Barkov, Finance Officer, Division of Administrative Services

City of Bethel:

_____	_____
Date	Peter A. Williams, City Manager

Introduced by: Peter Williams, City Manager  
 Introduction Date: May 9, 2017  
 Public Hearing: May 23, 2017

Action:  
 Vote:

**CITY OF BETHEL, ALASKA**  
**ORDINANCE # 16-17 (m)**

**An Ordinance of the Bethel City Council Amending the Adopted Annual FY 2017 Budget**

**Be it Enacted by the Bethel City Council** that the FY 2017 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 2017, July 1, 2016 to June 30, 2017.

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

***Classification Study***

Change to Administration Budget

	<b>Increases</b>	
10-51-669	Other Professional Services	\$15,000
	Total Increases	<b>\$15,000</b>
	<b>Decreases</b>	
10-51-621	Electricity	(\$10,000)
10-51-623	Heating Fuel	(\$5,000)
	Total Decreases	<b>(\$15,000)</b>
<b>TOTAL</b>	<b>Net Change to Administration Budget</b>	<b>\$0</b>

***TOTAL CHANGE TO OVERALL CITY BUDGET***

	<i>Change to Revenues Increase/(Decrease)</i>	<b>15,000</b>
	<i>Change to Appropriations Increase/(Decrease)</i>	<b>(15,000)</b>
	<b>These changes <i>INCREASE</i> ↑ the overall expenditures/expenses of the City by</b>	<b>0</b>

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

**PASSED AND APPROVED THIS \_\_\_ DAY OF MAY 2017 BY A VOTE OF \_\_\_ IN FAVOR AND \_\_\_ OPPOSED.**

ATTEST:

\_\_\_\_\_  
 Richard Robb, Mayor

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

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# CITY OF BETHEL

City Manager's Office

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## Memorandum

To: Bethel City Council

From: Peter Williams, City Manager

Date: May 2, 2017

Re: Justification for Budget Modification Request – Classification Study

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On April 12, 2016, an Action Memorandum directed Administration to submit a Request for Proposals for an Employee Classification Study.

After two (2) failed attempts: one for failure to follow instructions and one for price; the City was able to negotiate with the last successful proposer to develop a targeted approach that focuses on the critical portions of aligning positions for better PERS protection and classification.

Instead of the original \$101,000 price tag, this portion of the project will focus on a single portion of the original plan and will be capped at \$15,000 even if the number of hours exceeds those anticipated. The end product is a review and re-alignment of all job descriptions in the City for a stronger classification plan that would better insulate the City from PERS termination studies.



- D. It shall also be the duty of the City Attorney to direct, assign, reassign, and evaluate all of the legal matters and issues that come before the City and advise the Council and City Manager consistent with policies and procedures, ordinances, charter, state and federal law.
- E. The City Attorney is expected to familiarize themselves with the terms of the Collective Bargaining Agreement and assist the City in ensuring that it is followed and adhered to.
- F. Employee warrants and agrees that Employee is licensed to practice law in this state without limitation. Employee must maintain Employee's license to practice law in good standing throughout the term of this Agreement as a condition of employment. Should the Employee no longer be authorized to practice law in this state, this contract will terminate immediately for good cause.
- G. The Employee shall perform the duties of City Attorney of the City of Bethel with reasonable care, diligence, skill and expertise.
- H. The City Attorney shall attend, and will be permitted to attend, all meetings of the City Council, both public and closed, with the exception of those closed meetings the Council elects to hold without the presence of the City Attorney.

**Section 2 Term**

- A. City Attorney shall serve at the pleasure of the City Council and is an at-will employee of the City. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Council to terminate the services of the Employee at any time with or without cause, subject only to the provisions set forth in Section 13 of this Agreement. The City shall comply with the City's insurance policy endorsement regarding any termination.
- B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Employee to resign at any time from the position of City Attorney, subject only to those provisions set forth in any Relocation Agreement and any applicable sections of this Agreement.

**Section 3 Duration**

This Agreement is the sole and complete Agreement between the City and Employee. This Agreement shall become effective when signed and executed and shall continue in full force and effect for a period of three (3) years with an option to renew for an additional three (3) years.

City Attorney shall have the option to renew this Contract. Discussion for renewal may be commenced by either party no earlier than six (6) months prior to expiration of the current contract.

**Section 4 Salary and Benefits**

- A. City agrees to compensate Employee an annual base salary of One Hundred Twenty-Eight Thousand (\$128,000) Dollars, payable in installments at the same time that the other

management employees of the City are paid. Employee's base salary shall be increased annually between zero (0) and three (3%) percent dependent on the City's financial situation and at the discretion of the council upon a satisfactory performance evaluation.

- B. Employee is subject to all City personnel policies and procedures as laid out in the Bethel Municipal Code and in separate policies.
- C. Employee shall be allowed to participate in the City employee's group coverage plan for full family Life, Accidental Death & Dismemberment, Long Term Disability, Dental, Vision and Health Insurance program equal to that which is provided to all other management employees.
- D. Employee shall have the opportunity to participate in the City Utility Services Benefit for the same monthly fee as paid by all other City management employees.
- E. The Employee will be enrolled in the Alaska Public Employees Retirement System (PERS) at a rate equal to that which is provided for all other employees of the City.
- F. Personal Time Off (PTO). PTO shall accrue as follows:  
PTO shall accrue at the rate of eleven hours per pay period. PTO can be accumulated up to a maximum accrual of two hundred fifty (250) hours. Employee shall use a minimum of One Hundred Sixty (160) hours per year. PTO should be requested two (2) weeks in advance. The City does not recognize or endorse "comp time". Unscheduled PTO shall be utilized only for the illness of the Employee or illness in the Employee's immediate family. Should the Employee be absent for more than three (3) consecutive working days, the Employee may be required to provide a physician's certificate to the Mayor. The City agrees to compensate the Employee for all remaining PTO hours at the time of termination of employment.
- G. Licensing and Bar Dues. City agrees to budget and pay for licensing fees and charges that are required of lawyers to practice law in the State of Alaska and professional dues, including State of Alaska annual Bar Dues and fees and dues necessary for continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for the Employee's continued professional participation, growth, and advancement, and for the good of the Employer. These include: Alaska Municipal League (AML), Alaska Bar Association (ABA) and International Municipal Lawyer's Association (IMLA).
- H. Jury Duty. As a regular, full-time employee, if summoned to jury duty, the City continues City Attorney's salary during active periods of jury duty for up to a maximum of fifteen (15) working days per calendar year. Employee is permitted to retain the allowance received from the court for such service. Employee is also permitted paid time off if summoned to appear in court as a witness in their official capacity. If summoned to appear in a personal matter, Employee is permitted nonpaid time off to appear.

To qualify for jury or witness duty leave, City Attorney must submit a copy of the summons or subpoena to the council as soon as practicable after receipt.

- I. Holidays. All holidays recognized by the Employer shall be granted to the City Attorney with holiday pay status provided the same as regular full-time positions of the City. However, it is understood that from time to time Employee's duties may require him/her to work on such holidays at no additional compensation.
- J. Family Medical Leave. City Attorney may become eligible for family medical leave pursuant to federal and state law. Upon eligibility, City Attorney shall have all the rights and protections of the Family Medical Leave Act as any other regular full-time employee of the City.
- K. Worker's Compensation. Should the City Attorney become injured on the job, he/she will be entitled to the compensation benefits as provided by Alaska's Worker's Compensation Act.
- L. Administrative Leave. The Employee may be granted administrative leave with pay by a majority vote of the Council for reason's specified, including attendance at professional conferences.
- M. Emergency Leave. The City agrees to grant the Employee up to forty (40) hours of leave for the death or serious illness of an immediate family member. For the purposes of this type of leave, Employee's immediate family member includes the spouse of Employee, child, son-in-law, daughter-in-law, parent, father-in-law, mother-in-law, brother and sister and grandchildren.

#### **Section 5 Hours and Days of Work**

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

#### **Section 6 Performance Evaluation**

- A. Employee shall be evaluated, in writing, by the Council annually on or about the anniversary date of hire.
- B. Evaluation of the performance of the City Attorney shall be directed towards improving the performance of the City Attorney. However, evaluations shall also serve as a method for gathering information relevant to employee's performance and continued employment.
- C. The evaluation process shall include, at a minimum, the opportunity for both parties to Conduct a formulary session where the City Council and the City Attorney meet to discuss goals and objectives of the past six (6) or twelve (12) month performance period (whichever is applicable) as well as the upcoming six (6) to twelve (12) month performance period;

- D. Unless the City Attorney requests otherwise in writing, the evaluation shall at all times be conducted in executive session and shall be considered confidential to the extent permitted by law. Nothing herein shall prohibit the Employer or Employee from sharing the content of the evaluation with their respective legal counsel.

**Section 7 Additional Items**

- A. Cell Phone: The City Attorney will be provided a cell phone for use in the performance of his or her duties. While some personal calls may occur, the cell phone is issued for City purposes and any information gathered or stored on the cell phone is subject to public disclosure. The City Attorney is responsible for any charges in excess of the basic monthly service fee. Upon termination of employment, the cell phone must be returned to the City.
- B. Laptop: Recognizing the importance of constant communication and maximum productivity as well as the need for the Employee to work off-hours and while on official travel, the City shall provide the City Attorney a laptop computer for business use.

**Section 8 Outside Employment**

Although the City expects employee to devote their primary efforts towards their duties and responsibilities with the City, employee may engage in outside employment with the prior approval of the council. Generally, outside employment will be approved if it:

- Does not conflict with employee's responsibilities at the City, including employee's ability to work overtime as required in the position;
- Does not interfere with employee's performance at the City;
- Does not prove detrimental to the interests of the City;
- Does not involve a conflict of interest or the appearance of a conflict of interest; and
- Does not involve the use of confidential or proprietary information of the City or its customers.

Before employee may serve as a paid officer, director or advisor for any company (whether or not for profit), the City must determine that employee's accepting such a role is in the best interests of the City. Such determinations will be made by the city council. Any issues employee may be contemplating regarding outside employment should be resolved prior to employee accepting such employment.

**Section 9 Notices**

Notices shall be either hand delivered or sent by mail to the following:

EMPLOYER – CITY OF BETHEL  
Attn: Mayor  
PO Box 1388  
Bethel AK 99559

CITY ATTORNEY –  
Patty Burley  
PO Box 2715  
Bethel AK 99559

**Section 10    General Provisions**

- A. The text herein shall constitute the entire agreement between both parties.
- B. Any modification or amendment shall be enforceable only if approved by a majority vote of the Council in a duly convened public session and if transcribed to a written document signed by both parties.
- C. Employee shall not assign any interest in this Agreement, and shall not transfer any interest in the same without the prior written consent of City.
- D. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.
- E. The failure of the City at any time to enforce a provision of this Agreement shall in no way constitute a waiver of the provisions, nor in any way affect the validity of this Agreement or any part thereof, or the right of the City thereafter to enforce each and every protection hereof.
- F. This Agreement is being executed by the parties following negotiations between them. It shall be construed according to the fair intent of the language as a whole, not for or against any party. The titles of sections in this Agreement are not to be construed as limitations or definitions but are for identification purposes only.
- G. If any section or clause of this Agreement is held invalid by a court of competent jurisdiction, or is otherwise invalid under law, the remainder of this Agreement shall remain in full force and effect.
- H. The Council, in consultation with City Attorney, shall fix any other such terms and conditions of employment as it may deem necessary from time to time relating to the performance of City Attorney provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City Code or any other applicable law.
- I. This Agreement shall be governed by the laws of the State of Alaska and the City of Bethel and any litigation brought shall be in Bethel, Alaska. Employee expressly waives any rights he might otherwise have as provided in Alaska Rules of Civil Procedure to remove any action from Bethel, Alaska.

**Section 11    Bonding**

The City shall bear full costs of any fidelity or other bonds required for the City Attorney under any law or ordinance.

**Section 12 Indemnification**

Beyond that required under State, federal or local law, the City of Bethel shall defend, save harmless and indemnify City Attorney against any obligation to pay money or perform, including without limitation, any and all losses, damages, judgments, interests, settlements, penalties, fines, court costs and other reasonable costs and expenses of legal proceedings including attorneys fees and any other liabilities arising from, related to, or connected with any tort, professional liability claim or demand or any other threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative, arbitrative or investigation, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of City Attorney's duties or resulting from the exercise of judgment or discretion in connection with the performance of program duties or responsibilities, unless the act or omission involved willful or wanton conduct. The City Attorney may request and the City shall not unreasonably refuse to provide independent legal representation at Employer's expense and Employer may not unreasonably withhold approval. Legal representation, provided by Employer for Employee, shall extend until a final determination of the legal action, including any appeals brought by either party.

The City shall indemnify the City Attorney against any and all losses, damages, judgments, interest, settlements, penalties, fines, court costs and other reasonable costs and expenses of legal proceedings including attorneys fees, and any other liabilities incurred by, imposed upon, or suffered by such Employee in connection with or resulting from any claim, action, suit or proceeding, actual or threatened, arising out of or in connection with the performance of his or her duties unless the act or omission involved willful or wanton conduct. Any settlement of any claim must be made with prior approval of the City in order for indemnification, as provided in this Section, to be available.

Employee recognizes that the City shall have the right to compromise and unless the Employee is a party to the suit which Employee shall have a veto authority over the settlement, settle any claim or suit; unless, said compromise or settlement is of a personal nature to Employee. Further, Employer agrees to pay all reasonable litigation expenses of employee throughout the pendency of any litigation to which the Employee is a party, witness or advisor to the Employer. Such expense payments shall continue beyond Employee's service to the Employer as long as litigation is pending. Further, Employer agrees to pay Employee reasonable consulting fees and travel expenses when Employee serves as witness, advisor or consultant to Employer regarding pending litigation.

**Section 13 Termination and Severance**

- A. Termination for Cause: In the event the City Attorney is terminated for cause, the City shall have no obligation to pay a severance pay. The Mayor shall include in a notification of termination of City Attorney, a statement of cause.
  
- B. Termination without Cause: In the event the City Council desires to terminate the City Attorney without cause during such time as the Employee is willing to perform the duties of the City Attorney, the City agrees to provide the City Attorney with one month of severance pay including health benefits for each year of service, for a maximum of three (3) months.

C. For the purposes of this Agreement, termination occurs when the majority of the City Council votes to terminate the City Attorney at a properly posted and duly authorized public meeting.

The City Attorney may notify the council, in writing, that he or she requests an informal hearing before the Council. The informal hearing shall be held by the Council at its next regularly scheduled meeting following receipt of the request.

The informal hearing may be opened or closed at the City Attorney's request. The Employee may be represented by counsel and may present and examine witnesses for the purpose of contesting termination. Such witnesses shall be sworn. The City Attorney shall advise the council, in writing, if he or she plans to be represented by counsel at the hearing and shall provide the names of witnesses that will testify at the hearing on their behalf.

A recording of the proceeding shall be kept. Transcribed copies shall be furnished to the City Attorney at cost upon his or her request. The decision of Council shall be furnished to the City Attorney within a reasonable time upon conclusion of the informal hearing and shall include the basis for the decision.

D. Voluntary Resignation: In the event City Attorney voluntarily resigns his or her position with the City before the duration of this Agreement has expired, the City Attorney shall give the City thirty (30) days advance written notice. In the event of voluntary resignation the employee is not entitled to severance pay.

CITY ATTORNEY

CITY OF BETHEL

\_\_\_\_\_  
Patty Burley, Employee

\_\_\_\_\_  
Richard Robb, Mayor

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Dated

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# ***New Business***

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*CITY OF BETHEL, ALASKA*

**Resolution #17-10**

**A RESOLUTION BY THE BETHEL CITY COUNCIL AUTHORIZING INTERIM BANK FINANCING FOR THE SEWAGE LAGOON REHABILITATION AND SEWAGE LAGOON JETTY REPAIR PROJECTS**

- WHEREAS,** on May 24, 2016, the Council passed Resolution Number 16-20 authorizing a Water and Waste System Grant Agreement with the United States Department of Agriculture (USDA) Rural Utilities Services for construction of a jetty and dredging at the sewer lagoon;
- WHEREAS,** USDA has agreed to grant the City a sum not to exceed \$1,669,358 or 44.65% of the project development costs, whichever is less, subject to the terms and conditions established by USDA;
- WHEREAS,** a portion of the funding will be through a USDA loan in the estimated amount of \$913,000;
- WHEREAS,** a requirement of the funding agreement, however, requires that the City seek an interim loan during the construction period (estimated at eighteen months);
- WHEREAS,** upon completion of the construction, the interim loan will be paid in full by USDA and the entire balance will be transferred to the loan agreement between the City of Bethel and USDA previously authorized by City Council on May 24, 2016;

**NOW, BE IT RESOLVED,** that the Bethel City Council authorizes City Administration to seek, apply for and execute an interim loan agreement for interim financing in accordance with the terms of the Water and Waste System Agreement with USDA.

**ENACTED THIS \_\_ DAY OF MAY 2017, BY A VOTE OF \_\_ IN FAVOR AND \_\_\_\_\_ OPPOSED.**

ATTEST:

\_\_\_\_\_  
Richard Robb, Mayor

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

Introduced by: Council Member Watson  
Introduction Date: May 23, 2017  
Public Hearing: June 13, 2017  
Action:  
Vote:

*CITY OF BETHEL, ALASKA*

**Ordinance #17-26**

**AN ORDINANCE AMENDING BETHEL MUNICIPAL CODE  
CHAPTER 4 – REVENUE AND FINANCE, SECTION .04 BUDGET AND AUDIT**

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

**SECTION 2. Amendments.** Bethel Municipal Code Chapter 04.04 Budget and Audit, is amended as follows (old language is stricken, new language is underlined):

**4.04.075 Use of Ambulance Fees Collected**

A. On the first business day of July following the close of the preceding fiscal year, fees collected for ambulance services for the preceding fiscal year will be transferred to the fire department fleet replacement fund. Subsequent closing and audit adjustments to the fire department fleet replacement fund of the preceding fiscal year will be made to the fund as necessary.

B. Transfers to the fire department fleet replacement fund will be made as follows: During each fiscal year, an amount equivalent to fifty (50%) percent of the prior year ambulance fees collected;

**SECTION 3. Effective Date.** This ordinance shall become effective July 1, 2017.

**ENACTED THIS \_\_\_\_\_ DAY OF JUNE 2017, BY A VOTE OF \_\_\_\_\_ IN FAVOR AND \_\_\_\_\_ OPPOSED.**

ATTEST:

\_\_\_\_\_  
Richard Robb, Mayor

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

Introduced by: Mayor Robb  
Introduction Date: May 23, 2017  
Public Hearing: June 13, 2017  
Action:  
Vote:

*CITY OF BETHEL, ALASKA*

**Ordinance #17-27**

**AN ORDINANCE AMENDING BETHEL MUNICIPAL CODE  
CHAPTER 9.36 PUBLIC NUISANCE ABATEMENT, PENALTIES AND REMEDIES**

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

**SECTION 2. Amendments.** Bethel Municipal Code Chapter 9.36 Public Nuisance Abatement is amended as follows (old language is stricken, new language is underlined):

**9.36.010 Purpose**

Various laws are directed towards the conduct of persons on private property, and are intended to ensure that neither the conduct of such persons, nor the physical condition of such properties, constitutes a nuisance to other residents in the vicinity of the properties or passers-by on the public rights-of-way. These laws are generally enforced against the persons immediately responsible for the violations. Notwithstanding these enforcement efforts, recurring violations of such laws on private property where individuals immediately responsible for such violations congregate can result in the creation of public nuisances which seriously threaten the peace and safety of neighboring residents and undermine the quality of life of the residents of the city. The purposes of this chapter are to enact a local public nuisance law in order to: make property owners where such individuals congregate vigilant in preventing public nuisances on their property; make such property owners responsible for the use of their property by tenants, guests, occupants and others on their property; provide locally enforceable remedies for violations of local public nuisance laws; and otherwise to deter public nuisances.

This Ordinance is **not** intended to be a tool for landlord's and property owners to discriminate against persons or to impeded the reporting of crimes, especially those involving domestic violence, and/or the reporting of injuries or illnesses. The City of Bethel does not endorse or support any form of discrimination for any reason whatsoever. Individuals who are the victims of discrimination are urged to report such discrimination to the proper State authorities.

**9.36.035 Enforcement & Exceptions**

The City recognizes that public nuisance laws can have an unintended consequence of preventing victims of domestic violence from reporting crime; or making people with significant illnesses afraid to call for help too many times for fear of eviction.

Introduced by: Mayor Robb  
Introduction Date: May 23, 2017  
Public Hearing: June 13, 2017  
Action:  
Vote:

The purpose of the City of Bethel's Public Nuisance Abatement ordinance is **NOT** to prevent the reporting of crimes, suspicious activity, illnesses or other incidences which a resident may experience.

Enforcement of this Ordinance is vested only with the City Manager and not with property owner's or landlord's.

No property owner may threaten to or may take actual action against a tenant simply because they are a victim of a crime; domestic violence; illness or injury.

<b>Violation</b>	<b>Code Section</b>	<b>Fine</b>
Failure to Prevent	9.36.030	\$200
Unauthorized Enforcement	9.36.035	\$500
Attempted Unauthorized Enforcement	9.36.035	\$500
Threat of Action	9.36.035	\$500

### **9.36.090 Penalties and Remedies**

Violation of any provision of this Title is an infraction subject to a fine. In accordance with AS 29.25.070(a), citations for the following offenses may be disposed of as provided in AS 12.25.195-.230, without a court appearance, upon payment of the fine amounts listed below plus the state surcharge required by AS 12.55.039 and AS 29.25.074. Fines must be paid to the court. The Rules of Minor Offense Procedure in the Alaska Rules of Court apply to all offenses listed below. Citations charging these offenses must meet the requirements of Minor Offense Rule 3. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the fine amount for that offense listed below. If an offense is not listed on this fine schedule or another fine schedule, the defendant must appear in court to answer to the charges. These fines may not be judicially reduced.

**SECTION 3. Effective Date.** This ordinance shall become effective upon the adoption of City Council.

**ENACTED THIS \_\_\_\_\_ DAY OF JUNE 2017, BY A VOTE OF \_\_\_\_\_ IN FAVOR AND \_\_\_\_\_ OPPOSED.**

ATTEST:

\_\_\_\_\_  
Richard Robb, Mayor

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

## City of Bethel Action Memorandum

Action memorandum No.	AM 17-36		
Date action introduced:	5-23-2017	Introduced by:	Peter Williams, City Manager
Date action taken:		Approved	Denied
Confirmed by:	<input type="checkbox"/>		<input type="checkbox"/>

### Action Title

Direct Administration to pursue development of one or more roads through or around the donut hole to facilitate the movement of goods and people in Bethel.

Route to:	Department/Individual:	Initials:	Remarks:
<input checked="" type="checkbox"/>	Administration	<i>PW</i>	<i>Recommended</i>
<input checked="" type="checkbox"/>	Finance		
<input checked="" type="checkbox"/>	Public Works		<i>Not available</i>
<input type="checkbox"/>			
<input type="checkbox"/>			

**Attachment(s):** Memo from City Manager to Bethel City Council Concerning YK Transportation Plan Road Development; Map of Proposed Roads by DOT&PF Edited by City.

Amount of fiscal impact:		Account information:
X	No fiscal impact	NA
	Funds are budgeted for.	
	Funds are not budgeted.	

### Summary Statement

The City of Bethel was asked by DOWL to revise a prepared letter from the City Manager to the Bethel City Council in support of road development proposals to appear in the Yukon Kuskokwim Regional Transportation Plan. City Administration turned the letter into a memorandum, added the two existing road projects that appear in the 2016-2019 STIP, but are not yet completed, and added four road alternatives conceived by the Alaska Department of Transportation and Public Facilities and edited by City Administration. While these roads are described in brief and appear on the map, City Administration would consider and investigate any and all road possibilities through the donut hole.

City Administration will bring new road ideas back to City Council once the information surrounding development of the roads prove that they are feasible.



# City of Bethel

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

**To: Bethel City Council Members**

**From: Peter Williams, City Manager**

**Subject: YK Transportation Plan Road Development**

**Date: May 12, 2017**

I have been working with The Department of Transportation and Public Facilities (DOT&PF) as a planning team member to finalize the Yukon Kuskokwim Delta Transportation Plan, which is a 20-year multi-modal transportation plan that prioritizes and recommends regionally significant projects. DOT&PF considers Bethel to be a hub community that supports the YK-Delta Region. They also consider the principal transportation facilities in Bethel to be regionally significant given the amount of residents that visit Bethel for doctors' appointments, job opportunities, and access to public facilities and other modes of transportation. Secondary transportation facilities that improve the operation of principal facilities are also important.

The impending Yukon Kuskokwim Health Corporation (YKHC) hospital expansion and construction of the Primary Care Center will contribute to Bethel's population growth. I feel that it is important that the City work with DOT&PF and YKHC to help make driving, walking and biking more safe and accessible for our residents and the residents of Bethel's surround villages.

The Bethel Comprehensive Plan 2035 (Comp Plan), published in 2011, identified goals and strategies to help enhance our transportation system as the population grows. The projects listed below are considered critical transportation needs to support future development and growth in our community and are in line with the goals, strategies, and projects identified in the Comp Plan.

## **1. Chief Eddie Hoffman Highway Rehabilitation Project**

This project will involve resurfacing, restoration, and rehabilitation (3R) of the existing paved Chief Eddie Hoffman Highway. The improvements will be short of full-depth replacement. and target safety improvements for active transportation use. This project will consider 3 roundabouts with all-way stops. Roundabouts and/or all-way stops would be considered at major intersections, such as at or near the hospital and at Watsons Corner. It would also examine the widening of three lanes for left turns relative to through traffic in the commercially developed area from south of the Post Office to Watsons Corner on Ridgecrest Drive. It will also improve the bike/pedestrian pathway, signage, lighting, and traffic devices for pedestrians and non-motorized transportation users.

## Status

DOT&PF completed review of a Traffic Impact Assessment (TIA) by YKHC for the Hospital Expansion and Clinic Project. The TIA provided information regarding average daily traffic in the area which is approaching >10,000 VPD. DOT&PF and YKHC are currently working on an interim solution along the hospital frontage to help with safety and congestion concerns.

## Planning Estimate

\$36 million (\$12 million per mile)

## 2. Bethel Tundra Ridge Road

This project entails the resurfacing of Tundra Ridge Road with asphalt. The 1.04 mile road runs from Chief Eddie Hoffman Highway to Ptarmigan Street. This project has appeared in the last three Statewide Transportation Improvement Plans (2008-2011, 2012-2015, 2016-2019). This paving project would require ROW, environmental, permitting, design, and construction activities.

## Status

DOT&PF has been working to obtain ROWs needed for the project and has not been successful in this endeavor.

## Planning Estimate

\$3,900,000

## 3. Bethel Ridgecrest Drive Project

This project involves the rehabilitation of Ridgecrest Drive between Akakeek and Ptarmigan Street. The project will raise and widen the road, improve drainage and provide middle lane turnouts to reduce congestion and provide marked and lighted pedestrian crossings at school intersections. This project will be coordinated by Highway Safety Improvement Program.

## Status

This engineering work, including ROW, environmental, permitting, and design for this project are completed. As managers of the project, DOT&PF expects hire a contractor through the bidding process that results in the project being completed in summer 2018.

## Planning Estimate

\$3,900,000

## 4. Other Road Improvement Projects/Future Complete Streets/Alternative Routes

In light of the anticipated growth in Bethel, the interim YKHC Hospital Expansion Project, and a rehabilitation of Chief Eddie Hoffman Highway, the City of Bethel and other transportation stakeholders agree that alternative routes could help distribute traffic volumes, provide safer access and connectivity

within the community, and minimize residential conflict. Currently, the only way to access the residential area located near Ptarmigan St. is by traveling on Chief Eddie Hoffman Highway and Ridgecrest Drive, which are seeing > 10,000 VPD.

The City of Bethel intends to accomplish Goal 2 for Roads and its three objectives listed in the Comp Plan:

Goal 2: Develop a safe and efficient road system

Objective A: Ensure adequate funding for road improvements.

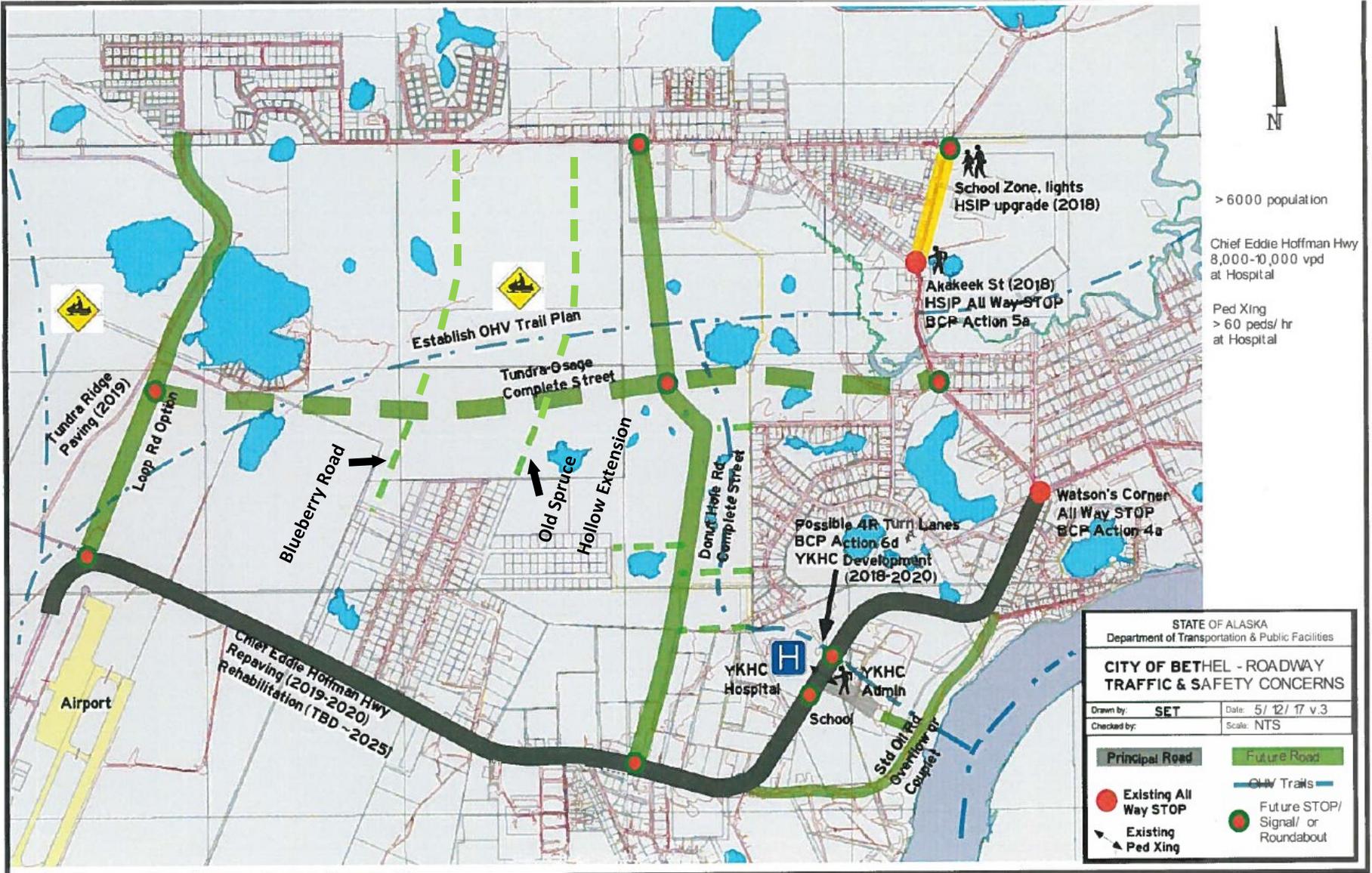
Objective B: Provide a safe and efficient street network to meet current needs and future development.

Objective C: Design and build roads to reduce the number, length, and cost of business and personal trips.

The City's priority after the 3R work on Chief Eddie Hoffman Highway is to develop one or more roads through the "Donut Hole," the undeveloped tundra area lying between Ptarmigan Street as the east-west northern border and the Chief Eddie Hoffman Highway as the east-west southern border. The following alternatives identified by the State of Alaska Department of Transportation & Public Facilities and shown in the attached map, will be evaluated for development:

- 1) **Blueberry Street** – New Construction. This project would provide a south-north access between the Chief Eddie Hoffman Highway and Ptarmigan Street starting on the highway west of Blueberry Subdivision, but east of the Q2 lift station. This road could be also be built half way to Ptarmigan and connect with the east-west Tundra Osage Road. This road would help alleviate congestion at or near the hospital and YK Administration building. It is intended as a low speed collector roadway, with compatibility for other modes of travel (transit, non-motorized). It would serve local trips while avoiding immediate residential access conflicts. This new construction project would require ROW, environmental, permitting, design and construction activities.
- 2) **Donut Hole Road** – New Construction. This project is a new south to north road extension of Calista Drive. Calista is a short road that currently borders the east side of the Post Office. This road would be on the east side of the proposed ONC Subdivision to be located north of the Post Office. It is intended as a low speed collector roadway, with compatibility for other modes of travel (transit, non-motorized). It would serve local trips and be easier to implement if it is completed at the same time or before the new ONC subdivision. The new construction project would require ROW, environmental, permitting, design and construction activities.
- 3) **Tundra Osage Road** – New Construction. This project is a new east-west road extension of Osage that would bisect the donut hole and connect with Tundra Ridge Road south of H-Marker Lake Road. It is intended as a medium speed thoroughfare to alleviate pressure on Ptarmigan Street and Chief Eddie Hoffman Highway and allow for adjacent subdivision development. This new construction project would require ROW, environmental, permitting, design and construction activities.

- 4) **Old Spruce Hollow Extension** – New Construction. This project would be an extension of Old Spruce Hollow Road heading northeast from Blueberry Subdivision. This road could be built half way to Ptarmigan and connect with the east-west Tundra Osage Road or it could be extended to Ptarmigan Street. This road would help alleviate congestion at or near the hospital and YK Administration building. It is intended as a low speed collector roadway, with compatibility for other modes of travel (transit, non-motorized). It would serve local trips while avoiding immediate residential access conflicts. This new construction project would require ROW, environmental, permitting, design and construction activities.



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# *Mayor's Report*

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# ***City Manager's Report***

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# CITY MANAGERS REPORT

May 3 to May 16,2017

**Intuitional Corridor-** Public Works Director and myself tele-conferenced with DOWL's project management team on May 8. We discussed the status of the contract for Phase I, the easements are progressing nicely, hopefully council will see them on the agenda by the end of the month. Geo-tech work is a few days out form being started. The design is approximately 50% completed and is waiting for the easements to be recorded so the contract for construction can go out to bid in July.

**Sewer Lagoon/Jetty Project-** CH2m visited the sewer lagoon on May 8. Discussed the removal and disposal of the sludge into the landfill. It looks like this contract for construction will be ready late July. The design work should be at the 60% by the end of this month.

**Finance Dept.-** been involved reviewing the budgets as they are completed, reviewing balance of various funds. Finance Director and myself have had ongoing discussions about the Balances Sheets which different from Find Balances that we normally ask for. If you google "fund balances "it might help to understand the difference. An example is the documentation provided for Budget Mod 16-17. Drove the Finance Director on 5hr tour to show him all of the city's properties.

**Port Ops. Ctr.-** waiting for the materials to arrive on May 25.

**Bethel Bank Stabilization Project** – Checks for the purchase of the parcels on the Active Estate were sent for the purchase of the parcel needed for the BBSP. Unresolved is the property that the Yukon Lodge sits on. The Property owner and the BIA has too resolve their differences before we can move forward.

**Courthouse Lease-**waiting for their response to our proposal that was sent to them on April,19<sup>th</sup>. Attempted to contact them May 12 & 15.

**Pinky's Park-**Public Works was given the task of extending the soccer/football field 50 ft. and asked to hydro seed the field.

**ONC-** received a MOU for funding for 70K for roads that needs to be reviewed by the CA. Forwarded Ordinance #17-? For ONC's review.

**DOT-**we discussed what needs the City has regarding Safe Streets/boardwalks. The DOT'S idea is to have the State establish a program that the STIP would fund. We discussed the need for the city to select a road improvement that we would nominate for the STIP. The big question here is if we change the route can the former permits and scope of work for the old proposed road through the Polks property be used for a new route. There has been numerus e-mails between myself and the DOT concerning this matter with another meeting set for the June 1.

**Police Dept.**-discussed with the Police Chief reports, complaints, employee hiring and training. We agreed to hold a town hall meeting and invite the public to come and air their concerns.

**Planning;** meet with rep. of the Blue Sky sub-division too look over the details of this proposed sub-division.

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# ***City Clerk's Report***

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# ***Executive Session***

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# *Additional Information*

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