



City of Bethel

P.O. Box 1388

Bethel, Alaska 99559

Phone: 907- 543-2047

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Regular City Council Meeting

Tuesday, July 10, 2018

6:30 P.M.

Council Chambers; Bethel, Alaska



**City Council Meeting Agenda
Regularly Scheduled Meeting
July 10, 2018 – 6:30 pm
City Hall 300 State Highway, Bethel, AK
City of Bethel Council Chambers**

Rick Robb
Mayor
Term Expires 2018
rrobb@cityofbethel.net

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

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

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

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

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

Brian Henry
Council Member
Term Expires 2018
bhenry@cityofbethel.net

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

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

Patty Burley
City Attorney

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **PEOPLE TO BE HEARD – Five minutes per person**
- V. **APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA**
- VI. **APPROVAL OF MEETING MINUTES**
 - a) *6-26-2018 Regular City Council Meeting p.5
- VII. **REPORTS OF STANDING COMMITTEE**
- VIII. **SPECIAL ORDER OF BUSINESS**
- IX. **UNFINISHED BUSINESS**
 - a) Public Hearing of Ordinance 18-14: Amending Bethel Municipal Code 4.16.160, Sales Tax, Tax Exemptions, Making All Real Estate Sales Tax Exempt (Council Member Williams) p.21
 - b) Public Hearing of Ordinance 18-15: Amending Bethel Municipal Code 4.16, Sales Taxes To Add A Provision For A Use Tax On Alcoholic Beverages (Council Member Forbes) p.22
- X. **NEW BUSINESS**
 - a) *Introduction of Ordinance 18-16: Amending The Bethel Municipal Code, Chapters 2.05.190 And 2.05.200, City Officers Generally, Employment Prohibited And Political Activity (Mayor Robb) p.25
 - b) *Introduction of Ordinance 18-17: Amending Section 9.01 Of The Bethel Municipal Code, Minor Offenses Adopted (City Manager Williams) p.28
 - c) *Introduction of Budget Ordinance 18-12(b): Amending the Adopted Annual FY 2019 Budget- Public Works Dept.-Leased Property Court Complex- Finance Dept.- Administration Dept. (City Manager Williams) p.30
 - d) *Resolution 18-12- Declaring The Property On Osage, Generally Described As Lot 2B, Block 6, Plat #82-15, Bethel Alaska, A Public Nuisance And Fire Hazard And Ordering The Abatement Thereof (Mayor Robb) p.39
 - e) AM 18-52: Direct City Administration To Prepare And Submit An Application To The USDA-RD To Pursue \$13,461,920 In Grant/Loan Funding For The Construction Of Alternative 3: Single Phase Piped Water And Sewer For The Avenues Neighborhood, Plus Six Water Trucks, As Defined In The Preliminary Engineering Report-June 2018 (City Manager Williams) p.48

Agenda posted on July 3, 2018 at City Hall, AC Co., Swanson's, and the Post Office.

Kevin Morgan, Asst. City Clerk

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

All Resolutions noted with an asterisk (*) will automatically be adopted on the consent agenda unless removed from the consent agenda by Council. Ordinances introduced with an asterisk (*) on the consent agenda will automatically be introduced and set for **Public Hearing July 24, 2018**.

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



**City Council Meeting Agenda
Regularly Scheduled Meeting
July 10, 2018 – 6:30 pm
City Hall 300 State Highway, Bethel, AK
City of Bethel Council Chambers**

- f) *AM 18-53: Appointment Of Lucinda Alexie The Community Action Grant Technical Review Board For A Term Of Three Years (Mayor Robb) p.130
- g) AM 18-54: Authorize the City Manager to negotiate and execute a contract with Espelin & Associates, LLC., for interim coverage of the Finance Director position- Corresponds to IM 18-11 (City Manager Williams) p.131
- h) Clarification On The Funds Associated With The Community Action Grant Program p.143 And How Those Funds Are Appropriated In The Budget (Council Member Albertson)
- i) *IM 18-11: Report To City Council, Pursuant To BMC 4.20.150 That The City Manager Hired An Independent Contractor Without Going To A Request For Proposals- Corresponds To AM 18-54 (City Manager Williams) p.145

XI. MAYOR'S REPORT

XII. MANAGER'S REPORTS

XIII. CLERK'S REPORT

XIV. COUNCIL MEMBER COMMENTS

XV. EXECUTIVE SESSION

- a) In Accordance With AS 44.62.310(c)1: Matters, The Immediate Knowledge Of Which Would Clearly Have An Adverse Effect Upon The Finances Of The Public Entity- Court House Leased Property Contract (City Manager Williams)

XVI. ADJOURNMENT

Agenda posted on July 3, 2018 at City Hall, AC Co., Swanson's, and the Post Office.

Kevin Morgan, Asst. City Clerk

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

All Resolutions noted with an asterisk (*) will automatically be adopted on the consent agenda unless removed from the consent agenda by Council.

Ordinances introduced with an asterisk (*) on the consent agenda will automatically be introduced and set for **Public Hearing July 24, 2018.**

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

Approval of the Meeting Minutes

I. CALL TO ORDER

A Regular Meeting of the Bethel City Council was held on June 26, 2018 at 6:30 p.m., in the council chambers, Bethel, Alaska.

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

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

| | |
|--|--------------------------------|
| Comprising a quorum of the Council, the following members were present: | |
| Mayor Rick Robb | Council Member Thor Williams |
| Vice-Mayor Fred Watson | Council Member Mitchell Forbes |
| Council Member Leif Albertson (Participated Telephonically) | |
| Council Member Mark Springer (arrived at 6:37 p.m.) | |
| Members Absent: | |
| Council Member Brian Henry | |
| Also in attendance were the following: | |
| City Manager Pete Williams | City Clerk Lori Strickler |
| City Attorney Patty Burley | |

IV. PEOPLE TO BE HEARD

Jennifer Dobson, Chair of the Community Action Grant Technical Review Board- Summarized the Board’s process and grant funding recommendations.

Council Member Springer arrived at 6:37 p.m.

Oscar Andrew- Noticed there has been an increase of ATV stops the last few weeks and asked if this is at the direction from the Council or Administration. Stated the ATV transportation is the most economical way for him to transport himself and his family.

V. APPROVAL OF THE CONSENT AND REGULAR AGENDA

Main Motion: Approve the Consent and Regular Agenda.

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

Primary Amendment: Move Item A under New Business to follow the Executive Session.

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

Removal from

Consent: Introduction of Ordinance 18-14, 18-15 and 18-12 (a) from the consent agenda.

| | |
|-----------|------|
| Moved by: | Robb |
|-----------|------|

VI. APPROVAL OF THE MEETING MINUTES

Item A –6-5-2018 Special City Council Meeting.
Passed on the Consent Agenda

Item B –6-7-2018 Special City Council Meeting.
Passed on the Consent Agenda

Item C –6-12-2018 Regular City Council Meeting.
Passed on the Consent Agenda

Item D –6-14-2018 Special City Council Meeting.
Passed on the Consent Agenda

VII. REPORTS OF STANDING COMMITTEES

Public Safety and Transportation Commission –
A quorum of the body was not established, a meeting was not held.

Port Commission -
A meeting has not been held.

Planning Commission –

Numbering of homes to make it easier for the fire department to identify addresses, a Variance application for a Subdivision, and a Residential small tower structure was discussed.

Public Works Committee-
Committee and Commission training by the City Clerk was presented at the last meeting.

Parks, Recreation, Aquatic Health and Safety Center Committee –
A meeting has not been held since the last City Council Meeting.

Finance Committee –
A meeting has not been held.

VIII. SPECIAL ORDER OF BUSINESS

Item A – Healthfitness Monthly Report.

IX. UNFINISHED BUSINESS

Item A – Public Hearing Of Ordinance 18-13: Amending Bethel Municipal Code 5.08, Alcoholic Beverages To Require Licensed And Bonded Security Guards At All Establishments Selling Alcohol Other Than Beer And Wine.

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

| | |
|---------------------------|---|
| Main Motion: | Adopt Ordinance 18-13. |
| Moved by: | Forbes |
| Seconded by: | Albertson |
| Action: | Motion does not carry by a vote of 3-3 |
| In favor: | <input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Forbes |
| Opposed: | <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Williams |
| Primary Amendment: | Amend to Strike everything 5.08.110 under D.1. and insert after Package Store License, "or AS 04.11.090, Beverage Dispensary License," |
| Moved by: | Albertson |
| Seconded by: | Forbes |
| Action: | Motion carries by a vote of 5-1 |
| In favor: | <input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Williams <input checked="" type="checkbox"/> Forbes |
| Opposed: | <input checked="" type="checkbox"/> Springer |

Primary Amendment: Amend 5.08.110 D 2. to strike "two (2)" and insert "one (1)" security guard in the first and the last sentence.

Moved by: Springer
Seconded by: Williams
Action: Motion does not carry by a vote of 2-4
In favor: Springer Williams
Opposed: Robb Watson Albertson Forbes

Item B – Public Hearing Of Budget Ordinance 17-28(p): Amending The Adopted Annual FY 2018 Budget- General Fund, Purchased Services/Other Professional Services, General Fund And Enterprise Fund Commercial Insurance.

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

Main Motion: Adopt Budget Ordinance 17-28(p).

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

Primary Amendment: Amend to insert under Finance Department Increases 10-53-641 \$52,000, 10-53-515 to \$5,600, 10-53-649 to \$45,000 and strike 10-53-669 Purchased Services \$60,000.

Moved by: Williams
Seconded by: Watson
Action: Motion Split

Main Motion: Split the Question.

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

Primary Amendment: 1. Amend to insert under Finance Department Increases 10-53-515 to \$5,600.

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

**Primary
Amendment:**

2. Amend to insert under Finance Department Increases 10-53-641 \$52,000.

Moved by: Williams
Seconded by: Watson
Action: Motion does not carry by a vote of 1-5
In favor: Williams
Opposed: Robb Watson Albertson Springer Forbes

**Primary
Amendment:**

3. Amend to insert under Finance Department Increases 10-53-649 to \$45,000

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

**Secondary
Amendment:**

Amend to strike \$45,000 and insert \$95,000.

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

**Primary
Amendment:**

4. Amend to strike the decreases under Finance Department 10-53-669 Purchased Services \$60,000.

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

**Primary
Amendment:**

Amend to insert a decrease under 10-70-623 Heating Fuel in the amount of \$5,000 and insert a decrease under 10-70-669 Other Purchased Services in the amount of \$15,000.

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

**Primary
Amendment:**

Amend to insert a decrease under 10-53-501 Personnel in the amount of \$75,000.

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

| | |
|---------------------------|--|
| Opposed: | -0 |
| Primary Amendment: | Insert an increase to 10-72-760 Community Action Grant in the amount of \$50,000 and decrease Alcohol Sales Taxes in the amount of \$50,000. |
| Moved by: | Williams |
| Seconded by: | Watson |
| Action: | Motion does not carry by a vote of 2-4 |
| In favor: | <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Williams |
| Opposed: | <input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Forbes |

X. NEW BUSINESS

Item B – Introduction of Ordinance 18-15: Amending Bethel Municipal Code 4.16, Sales Taxes To Add A Provision For A Use Tax On Alcoholic Beverages.

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|---------------------|---|
| Main Motion: | Introduce Ordinance 18-15. |
| Moved by: | Forbes |
| Seconded by: | Albertson |
| Action: | Motion carries by a vote of 5-1 |
| In favor: | <input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Forbes |
| Opposed: | <input checked="" type="checkbox"/> Williams |

| | |
|---------------------|--|
| Main Motion: | Postpone until September 25. |
| Moved by: | Williams |
| Seconded by: | Springer |
| Action: | Motion does not carry by a vote of 2-4 |
| In favor: | <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Williams |
| Opposed: | <input checked="" type="checkbox"/> Forbes <input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson |

| | |
|---------------------------|---|
| Primary Amendment: | Amend the effective date to July 16, 2018 |
| Moved by: | Forbes |
| Seconded by: | Springer |
| Action: | Motion carries by a vote of 5-1 |
| In favor: | <input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Forbes |
| Opposed: | <input checked="" type="checkbox"/> Williams |

| | |
|-----------------------------|--|
| Secondary Amendment: | Amend the effective date to the date of certification of the October Election. |
| Moved by: | Williams |
| Seconded by: | Watson |
| Action: | Motion does not carry by a vote of 1-5 |

In favor: Williams
Opposed: Forbes Albertson Springer Robb Watson

Item C – Introduction of Budget Ordinance 18-12(a): Amending the Adopted Annual FY 2019 Budget- Community Services.

Main Motion: Introduce Budget Ordinance 18-12(a).

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

Item D – AM 18-50: Direct Administration, With Assistance From DOWL, To Negotiate And Execute MOUs Or Service Agreements With State DOT&PF Involving The Maintenance Of Six Roads In Bethel.

Main Motion: Approve AM 18-50.

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

Item E – AM 18-51: Authorize And Approve City Administration To Issue Checks Totaling \$13,872.50 To Quarter 2 Community Action Grant Awardees Based On The Community Action Grant Technical Review Board’s (CAGTRB) Work On Scoring Applications And Deciding How To Divide Up The Funds Available.

Main Motion: Approve AM 18-51.

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

Primary Amendment: Amend to fully fund all applicants.

Moved by: Williams
Seconded by: Watson
Action: Motion does not carry by a vote of 1-5
In favor: Williams
Opposed: Forbes Albertson Springer Robb Watson

Item F – IM 18-09: Financial Reports For Ten-Month Period Ending April 30, 2018 And May 2018 Water & Wastewater Activity Report.

Item G – IM 18-10: Budget To Actual Financial Report For The 10 Months Ended April 30, 2018.

XI. MAYOR'S REPORT

XII. MANAGER'S REPORT

The City manager presented the City Council with a Financial Report through April 30, 2018 containing year-to-date expenditures compared to the budget. The City manager also presented the council with a copy of the written utility operator's Report for May of 2018.

XIII. CLERK'S REPORT

XIV. COUNCIL MEMBER COMMENTS

Mayor Richard Robb –
Hoped that people have had an opportunity to catch some fish and to have safe boating.
Happy Birthday to Mark Springer.

Vice-Mayor Fred Watson –
Enjoying seeing all of the fish hanging. Encouraging people who get into a boat to put on a life jacket.

Council Member Leif Albertson –
No comment.

Council Member Mark Springer –
Thanked Department of Transportation for their work on the Airport frontage road; making the area safer for parking and driving.
The budget season is scintillating. Agreed with Council Member Williams that the council members are respectful to one another.

Council Member Thor Williams–
Great to see people out enjoying the summer. Agreed with Council Member Watson, it is important to wear your PFD.
Thankful that the Budget Meetings are done.
Thankful that the Council is able to have differences but still be respectful to one another.

Council Member Mitchell Forbes—
 Commented on the importance of wearing PFDs when on a boat.
 Realized the ATV use is a political issue but hopes that the City will continue to properly enforce the laws and encouraged the public to be safe when using ATVs.

XV. EXECUTIVE SESSION

Item A – In Accordance With AS 44.62.310(c)1: Matters, The Immediate Knowledge Of Which Would Clearly Have An Adverse Effect Upon The Finances Of The Public Entity- Court House Leased Property Contract.

Item B – In Accordance With AS 44.62.310(c)1: Matters, The Immediate Knowledge Of Which Would Clearly Have An Adverse Effect Upon The Finances Of The Public Entity- Real Estate Taxes.

Move into Executive Session-
 Item A – In Accordance With AS 44.62.310(c)1: Matters, The Immediate Knowledge Of Which Would Clearly Have An Adverse Effect Upon The Finances Of The Public Entity- Court House Leased Property Contract. Those attending Item A were City Manager, City Clerk and City Attorney.
 Item B – In Accordance With AS 44.62.310(c)1: Matters, The Immediate Knowledge Of Which Would Clearly Have An Adverse Effect Upon The Finances Of The Public Entity- Real Estate Taxes. Those attending Item B were City Manager, City Clerk and City Attorney.

Main Motion:

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

Council went back on the record at 10:40 p.m.

NEW BUSINESS

Item A – Introduction of Ordinance 18-14: Amending Bethel Municipal Code 4.16.160, Sales Tax, Tax Exemptions, Making All Real Estate Sales Tax Exempt.

Main Motion: Introduce Ordinance 18-14.

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

XVI. ADJOURNMENT

Main Motion: Adjournment.

| | |
|--------------|---|
| Moved by: | Williams |
| Seconded by: | Forbes |
| Action: | Motion carries by a vote of 5-1 |
| In favor: | <input checked="" type="checkbox"/> Robb <input checked="" type="checkbox"/> Watson <input checked="" type="checkbox"/> Albertson <input checked="" type="checkbox"/> Springer <input checked="" type="checkbox"/> Forbes |
| Opposed: | <input checked="" type="checkbox"/> Williams |

Council adjourned at 10:42 p.m.

Richard Robb, Mayor

ATTEST:

Lori Strickler, City Clerk

Reports of Standing Committees

City of Bethel, Alaska

Planning Commission

June 14, 2018

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

A regular meeting of the Planning Commission was held on June 14, 2018 at the City of Bethel, Conference Room in Bethel, Alaska. Chair of the Commission Kathy Hanson called the meeting to order at 6:30 PM.

II. ROLL CALL:

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

Excused Absence: Thor Williams

Also Present: Betsy Jumper, Planner; Pauline Boratko, Recorder; Fire Chief, Bill Howell; ONC Representative, Calvin Cockroft.

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

IV. APPROVAL OF THE AGENDA:

| | | |
|-----------------------|----------------|--|
| MOVED: | John Guinn | Motion to approve the agenda, moving new business item B to new business item A. |
| SECONDED: | Lorin Bradbury | |
| VOTE ON MOTION | Unanimous | |

V. APPROVAL OF THE MINUTES:

| | | |
|-----------------------|----------------|---|
| MOVED: | Alex Wasierski | Motion to approve the May 10, 2018 meeting minutes and adding Shadi Rabi as present in the Roll Call. |
| SECONDED: | John Guinn | |
| VOTE ON MOTION | Unanimous | |

VI. NEW BUSINESS:

- A. Ordinance for Address with Fire Chief Howell: Chief Howell presented to the commission on changing the Bethel Municipal Code and ordinance on address marking requirements
- B. PUBLIC HEARING: on May 14, 2018, the City of Bethel Planning Department received an application for a variance application. The legal description is lot 12, block 2, Plat number 70-444, of the Mumtretlek Subdivision. The physical address is 181 Main Street in Bethel, AK. 99559. The applicant requests lowered set back requirements as per Bethel Municipal Code in order to construct a new home.

| | | |
|-----------------------|------------|------------------------------------|
| MOVED: | John Guinn | Motion to move into public hearing |
| SECONDED: | Shadi Rabi | |
| VOTE ON MOTION | Unanimous | |

ONC wishes to demolish existing home and build a new single family dwelling with lower set back requirements. They requested a setback of 3.65 feet instead of the usual 10 feet setback. The home will be constructed smaller than the existing family dwelling. There are no other homes around. Fire Chief Howell, and Planner Betsy Jumper supports this variance.

| | | |
|-----------------------|------------|---|
| MOVED: | John Guinn | Motion to approve ONC's variance request to lower set back requirements to 3.65 feet as per BMC Code's 10 feet set back requirements in order to construct a new home |
| SECONDED: | Shadi Rabi | |
| VOTE ON MOTION | Unanimous | |

| | | |
|-----------------------|------------|--------------------------------------|
| MOVED: | John Guinn | Motion to move out of public hearing |
| SECONDED: | Shadi Rabi | |
| VOTE ON MOTION | Unanimous | |

VII. PLANNER'S REPORT: Betsy Jumper gave her monthly report.

VIII. SPECIAL ORDER OF BUSINESS:

A. COMMISSIONER'S COMMENTS:

- J. Guinn- no comment
- L. Bradbury- Can we get Haroldson's Sub on the agenda for next meeting.
- A. Wasierski- no comment.
- S. Rabi- no comment.
- K. Hanson- July 12th is our next meeting.

B. ADJOURNMENT:

| | | |
|-----------------------|----------------|--------------------------------|
| MOVED: | Lorin Bradbury | Motion to adjourn the meeting. |
| SECONDED: | Shadi Rabi | |
| VOTE ON MOTION | Unanimous | |

With no further business the meeting adjourned at 7:33 pm

APPROVED THIS _____ DAY OF _____, 2018

ATTEST: Pauline Boratko, Recorder

Kathy Hanson, Chair



City of Bethel Police Dept.

PO Box 809
Bethel, AK 99559
Office| 543-3781 Fax| 543-5086

PUBLIC NOTICE
REGULAR MEETING OF THE
PUBLIC SAFETY & TRANSPORTATION COMMISSION
Wednesday, July 5, 2018 –6:30 p.m.
300 STATE HIGHWAY – CITY COUNCIL CHAMBERS
AGENDA

Members

Eileen Henrikson
Chair

Jared Karr
Vice Chair

Brian Henry
Council Representative

Julene Webber

Mary Weiss

Joan Dewey

Monroe Tyler

Mary Nanuwak
Alternate

Ex-Officio Members

Burke Waldron
Chief of Police

William Howell III
Fire Chief

Jesslyn McGowan
Recorder

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES FROM THE REGULAR MEETING OF
April 4, May 2, and June 6, 2018
- VI. UNFINISHED BUSINESS
 - A. Update on Transportation Planning (City Manager)
 - B. Commissions Acceptance of Resignation and Declaring Seat Vacant per BMC Code 2.52.070
 - C. Commission Guidelines and Standards for Meeting Conduct (*Eileen Henrikson*)
 - D. Update on Tracking Cellphone calls to 911 (*Chief Waldron*)
 - E. Markers around Pinky's Park to Help Solve Problem of Reporting Locations within the Park
 - F. Ordinance for Addresses (*Chief Howell*)
- VII. NEW BUSINESS
 - A. Chair's determination of the excusal/unexcused of the absent members from June 7, 2018 (*Eileen Henrikson*)
- VIII. CHIEFS' COMMENTS
 - Fire Chief
 - Chief of Police
- IX. TRANSPORTATION INSPECTOR'S REPORT
- X. COUNCIL REPRESENTATIVE'S COMMENTS
- XI. COMMISSION MEMBER'S COMMENTS
- XII. ADJOURNMENT

Jesslyn McGowan

Jesslyn McGowan, Recorder

POSTED on June 27, 2018

POST OFFICE, AC QUICKSTOP, CORINA'S CASE LOT, CITY HALL, & POLICE DEPT.

Next Public Safety and Transportation Commission Meeting will be **August 1st, 2018**

"Deep Sea Port and Transportation Center of the Kuskokwim"

Special Order of Business

Unfinished Business

CITY OF BETHEL, ALASKA

Ordinance # 18-14

AN ORDINANCE AMENDING BETHEL MUNICIPAL CODE 4.16.160, SALES TAX, TAX EXEMPTIONS, MAKING ALL REAL ESTATE SALES TAX EXEMPT

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

SECTION 2. Amendments. Bethel Municipal Code Chapter 4.16.160, Sales Taxes, Tax Exemptions, is amended as follows: (new language is underlined and old language is stricken):

P. Real Estate Sales. ~~Only the first twenty (20) percent of the sale price of real property is subject to city sales tax*.~~

Example: Home selling for \$275,000

~~\$275,000 x = \$55,000 (first 20% of the sale price)~~
~~20%~~

~~\$55,000 x = \$3,300 sales tax due to city~~
~~6%~~
~~(sales tax)~~

- Home selling for \$450,000

~~\$450,000 x = \$90,000 (first 20% of the sale price)~~
~~20%~~

~~\$90,000 x = \$5,400 sales tax due to city~~
~~6%~~

~~*—This exemption does not apply to rentals of real property. This exemption applies to all sales of real property, including casual and isolated sales.~~

SECTION 3. Effective date. This ordinance shall become effective after passage by the Bethel City Council.

ATTEST:

Richard Robb, Mayor

Lori Strickler, City Clerk

CITY OF BETHEL, ALASKA

Ordinance # 18-15

AN ORDINANCE AMENDING BETHEL MUNICIPAL CODE 4.16, SALES TAXES TO ADD A PROVISION FOR A USE TAX ON ALCOHOLIC BEVERAGES

- WHEREAS,** in 1998, the City of Bethel did an extensive rewrite of the sales tax code;
- WHEREAS,** the 1998 version of the sales tax code included a provision for a use tax on the use, consumption and sale of alcoholic beverages;
- WHEREAS,** the use tax was levied in Bethel from April of 1999, when the new sales tax code went into effect, until 2009 when the citizens of Bethel voted to remove the local option restriction then in effect;
- WHEREAS,** in 2016, the City of Bethel began the process of updating the sales tax code;
- WHEREAS,** because a use tax cannot be levied unless the community is in a local option status, the committee did not consider reinstating the use tax;
- WHEREAS,** in October of this year the issue of returning to local option will once again be before the Bethel voters;
- WHEREAS,** while the outcome of the vote is unknown, having both the alcohol tax and the use tax in the Bethel Municipal Code can only be a benefit;
- WHEREAS,** because which tax is applicable depends on the city's alcohol status, having both ordinances in the Code is not contradictory;
- WHEREAS,** if the City voters elects to remain wet, the current alcohol tax will be the only one legally applicable and therefore the only one that can and will be enforced – the use tax will simply remain in a dormant status;
- WHEREAS,** conversely, if the City voters elect to return to local option, the current alcohol tax will be the one that becomes dormant while the use tax will automatically become active;
- WHEREAS,** the City of Bethel currently imposes sales taxes at three different levels: 6% on regular items; 12% on lodging and 15% on alcohol and marijuana;
- WHEREAS,** pursuant to AS 29.45.650(b), the City's use tax can be at the rate of the sales tax;

NOW, BE IT ORDAINED, the City Council amends the Bethel Municipal Code, Chapter 4.16, Sales Taxes, by adding a new section regarding an alcohol use tax.

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

SECTION 2. Amendments. Bethel Municipal Code Chapter 4.16, Sales Taxes, is amended as follows: (new language is underlined and old language is stricken):

4.16.010 Definitions

W. Alcohol Use Tax means a tax imposed by the City, while under a local option as defined in AS 04.11.491, on the use, storage, or consumption of alcoholic beverages

4.16.075 Alcohol Use Tax

There is levied and shall be collected a use tax on the storage, use, and/or consumption of alcoholic beverages in the city.

- A. The tax applied shall be at the same rate as the highest sales tax rate levied under this chapter.
- B. The buyer shall pay the tax.
- C. Business operating outside the city limits receiving orders for alcoholic beverages to be shipped by the seller, seller's agent or employee by common carrier to an address or person in the City, is responsible for tax collection and remittance to the City in the same manner as required for sales taxes levied by the City.
- D. Such seller shall be liable for remittance of the use tax in the same manner as a person who is required to collect the City sales tax on the sale of other goods.
- E. The buyer shall be liable to the City for all use taxes not collected by a seller.

SECTION 3. Effective date. This ordinance shall become effective ~~June 29~~ July 16, 2018 after passage by the Bethel City Council.

ATTEST:

Richard Robb, Mayor

Lori Strickler, City Clerk

New Business

CITY OF BETHEL, ALASKA

Ordinance # 18-16

AN ORDINANCE AMENDING THE BETHEL MUNICIPAL CODE, CHAPTERS 2.05.190 AND 2.05.200, CITY OFFICERS GENERALLY, EMPLOYMENT PROHIBITED AND POLITICAL ACTIVITY

WHEREAS, Chapter 2.05.190 prohibits anyone having been employed by the City to sit on council within a 12-month period of their employment unless that member is hired as a consultant or contractor and a waiver has been provided by the City Council;

WHEREAS, Chapter 2.05.200 D states: A municipal employee shall not serve as a member of the Bethel city council or school board or in elective office of the state, federal, or another local government. A municipal employee who is elected to one (1) of these offices shall resign immediately from municipal employment;

WHEREAS, the legal concerns of dual offices is covered under 2.05.200, there are no legal concerns to warrant the prohibition of the election or appointment of a qualified (as per BMC Title7) individual to city council as long as they are not a city employee and serving on city council at the same time;

NOW, BE IT ORDAINED, the City Council amends the Bethel Municipal Code, Chapter 2.05.190 and 2.05.200, City Officers Generally, Employment Prohibited and Political Activity.

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

SECTION 2. Amendments. Bethel Municipal Code Chapters 2.05.190 and 2.05.200 are amended as follows: (new language is underlined and old language is stricken):

~~2.05.190 — Employment prohibited.~~

~~No member of the council may be employed by the city in any capacity within a twelve (12) month period immediately preceding or following the term of that individual unless the member is employed as a hired consultant or contractor and a waiver has been provided by the city council as described in BMC 4.20.240.~~

2.05.200 Political activity.

The following limitations shall apply to political activity:

A. Departments, boards, and commissions of municipal government shall not:

1. Expend municipal funds for the support, opposition or endorsement of candidates for any elected government office.
2. Expend municipal funds for paid advertisement which advocates or promotes a particular position, or solicits members of the public to advocate or promote a particular position, on legislation or other action pending before the council.
3. Permit an administrative division of municipal government to endorse or oppose candidates for elected federal, state, municipal or other local office even if such endorsement does not include expenditure of funds. This prohibition applies to municipal employees while on duty and to the use of municipal property or facilities in a manner not made available to members of the public.
4. Authorize that money held by the municipality be used to influence the outcome of an election, except as permitted by state law under AS 15.13.145.
5. Actively campaign or prepare, publish, broadcast, or distribute by any means material of a partisan nature on any ballot measure, this including referendums, initiatives, bond issues or other special elections.

B. Subject to restrictions in AS 15.13.145 on the use and expenditure of municipal funds to influence the outcome of a ballot proposition or question, the city manager may designate in advance, in writing, one (1) or more executive employees to appear before the council, appointed public bodies of the municipality, community councils, civic organizations, and media representatives in support of or in opposition to any ballot measure coming before the voters in a municipal election. The designated executive employees shall be selected from among the employees with principal responsibility for carrying out policies and programs relevant to the ballot measure.

C. The limitation against dissemination of partisan materials on bond measures does not apply to municipal employees asked to assist an elected official in the preparation of ballot measures or to respond to inquiries from an elected official concerning any ballot measure.

D. A municipal employee shall not serve as a member of the Bethel city council or ~~school board~~ or in elective office of the state, federal, or another local government. A municipal employee who is elected to one (1) of these offices shall resign immediately from municipal employment.

E. For purposes of this section, public safety volunteers, hired consultants or contractors are not considered municipal employees (BMC 3.64.060).

Introduced by: Mayor Richard Robb
Introduction Date July 10, 2018
Public Hearing: July 24, 2018
Action:

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

ATTEST:

Richard Robb, Mayor

Lori Strickler, City Clerk

Introduced by: City Manager Williams
Introduction Date July 10, 2018
Public Hearing: July 24, 2018
Action:
Vote:

Ordinance #18-17

AN ORDINANCE AMENDING SECTION 9.01 OF THE BETHEL MUNICIPAL CODE, MINOR OFFENSES ADOPTED

WHEREAS in 2014, the City of Bethel adopted all minor offenses in the State of Alaska as they currently existed, may be revised in the future or may later be adopted;

WHEREAS the ordinance exempted one specific minor offense – Minor Consuming Alcohol (MCA);

WHEREAS the rationale for exempting MCA's was that while a minor offense, the Alaska Supreme Court had ruled the minors were entitled to a public defender in those cases due to the potential for jail time and the loss of their drivers licenses;

WHEREAS while the City found the protection of minor's to be extremely important, the City lacked the resources to pay the high cost associated with paying for a public defender and all the associated costs that come with that representation;

WHEREAS the offense of Minor Consuming Alcohol was recently amended by the legislature to return it to a regular minor offense with no possibility of jail time or the loss of a driver's license;

WHEREAS as a result of the recent amendment to the law, minors are no longer entitled to representation by a public defender and by extension the City would no longer be subject to the high costs associated with prosecuting these types of cases;

WHEREAS without the cost deterrent the City is free to treat this type of Minor Offense as it does all others;

WHEREAS the result being that the City would be the ones prosecuting the Minor Offenses and providing representation instead of the District Attorney's Office;

WHEREAS now that these offenses have the criminal aspect removed, the City can focus on getting help and assistance to youth at an early stage in the hopes of preventing issues with alcohol as they reach adulthood;

NOW, BE IT ORDAINED, the City Council amends the Bethel Municipal Code, Section 9.01, Minor Offenses Adopted.

Introduced by: City Manager Williams
Introduction Date July 10, 2018
Public Hearing: July 24, 2018
Action:
Vote:

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

SECTION 2. Amendments. Bethel Municipal Code Chapter 9.01 Minor Offenses Adopted, is amended as follows (old language is stricken, new language is underlined):

9.01.010 Minor offenses adopted

- A. The City adopts statutes and regulations of the State of Alaska relating to minor offenses, ~~except for minor consuming alcohol offenses,~~ as they presently exist and as they may be revised in the future along with the fine schedule existing at the time and as it may be revised in the future.
- B. The City adopts the enforcement and processing mechanisms set out in Bethel Municipal Code Chapter 10.

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

ENACTED THIS _____ DAY OF JULY 2018, BY A VOTE OF _____ IN FAVOR AND _ OPPOSED.

ATTEST:

Richard Robb, Mayor

Lori Strickler, City Clerk

CITY OF BETHEL, ALASKA

ORDINANCE # 18-12(b)

An Ordinance of the Bethel City Council Amending the Adopted Annual FY 2019 Budget

Be it Enacted by the Bethel City Council that the FY2019 Annual Budget be amended as follows:

WHEREAS, City Administration reviewed the FY 2019 Budget and discovered several inaccuracies, missing entries, and account funds that must be moved;

WHEREAS, the Public Works Director reviewed budgets under his perview and recommnded that changes be made.

Section 1. The following sums of money 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 2019 (July 1, 2018 to June 30, 2019).

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

WHEREAS, the purchase of the Belly Dump Truck was \$44,675 less than expected (\$65,325 vs. \$110,000);

WHEREAS, the Public Works Director chose to use \$4,675 in bid savings for the Belly Dump Trick purchase in case freight cost increases or other contingency;

WHEREAS, the City needs \$40,000 in gravel to construct the landfill road, a key component to meeting the Alaska Department of Environmental Conservation, Compliance Division's, landfill operation requirements.

WHEREAS, object code 561 (supplies) was used to code gravel purchase rather than 771 because expenditures for 561 are already in department budget;

LANDFILL OPERATIONS

Budget modification (a)

| Account # | Increases | Amount |
|------------------|--|-----------------|
| 50-71-561 | GRAVEL (LANDFILL) | 40,000 |
| Total Increases | | 40,000 |
| Decreases | | |
| 50-71-699 | BELLY DUMP TRUCK | (40,000) |
| Total Decreases | | (40,000) |
| TOTAL | Net Change to Lanfill Operations Appropriations | 0 |

WHEREAS, the purchase of an engine for a water and sewer truck is no longer needed because the City repurposed USDA-RD grant/loan funds for the purchase of five new sewer trucks and the City has an opportunity to purchase new water haul trucks under the proposed new USDA-RD grant/loan for water and sewer improvements to the Avenues Neighborhood;

WHEREAS, all City water and sewer trucks need new studded tires because the City is not allowed to use chains on the highway, per DOT&PF.

HAULED WATER

Budget modification (b)

| Account # | Increases | Amount |
|------------------|---------------------|----------|
| 51-81-600 | TIRES/WHEELS/CHAINS | 35,000 |
| Total Increases | | 35,000 |
| Decreases | | |
| 51-81-690 | ENGINE | (35,000) |

| | | |
|-------|--|----------|
| | | |
| | Total Decreases | (35,000) |
| TOTAL | Net Change to Hauled Water Appropriations | 0 |

WHEREAS, the FY 2019 Budget contains no money for Heating Fuel in Piped Sewer Enterprise Fund;

WHEREAS, the FY 2018 Budget contained \$35,000 for Heating Fuel in Piped Sewer Enterprise Fund.

PIPED SEWER

Budget modification (c)

| Account # | Increases | Amount |
|-----------|---|----------|
| 51-86-623 | HEATING FUEL | 30,000 |
| | | |
| | Total Increases | 30,000 |
| | Decreases | |
| 51-10100 | WATER AND SEWER FUND BALANCE | (30,000) |
| | | |
| | Total Decreases | (30,000) |
| TOTAL | Net Change to Piped Sewer Appropriations | 0 |

WHEREAS, the FY 2019 Budget contains no money for Water, Sewer, Garbage in Leased Property Court Complex;

WHEREAS, the Generator Repairs line item amount of \$10,000 is no longer needed because the repairs were made with funds from a previous fiscal year.

LEASED PROPERTY - COURT COMPLEX

Budget modification (d)

| Account # | Increases | Amount |
|-----------|---|----------|
| 53-55-626 | WATER, SEWER, GARBAGE | 12,000 |
| | | |
| | Total Increases | 12,000 |
| | Decreases | |
| 53-55-694 | GENERATOR REPAIR | (10,000) |
| 53-55-642 | LEGAL FEES | (2,000) |
| | | |
| | Total Decreases | (12,000) |
| TOTAL | Net Change to Leased Property - Court Complex Appropriations | 0 |

WHEREAS, the amount of money in the FY 2019 Budget for electricity is inadequate and \$46,599 more must be added;

WHEREAS, the annual cost of electricity is estimated to be \$129,500, the average of the last three years;

LEASED PROPERTY - COURT COMPLEX

Budget modification (e)

| Account # | Increases | Amount |
|-----------|---|----------|
| 53-55-621 | ELECTRICITY | 49,188 |
| | | |
| | Total Increases | 49,188 |
| | Decreases | |
| 53-10100 | COURTHOUSE ENTERPRISE FUND | (41,188) |
| 53-55-663 | JANITORIAL SERVICES - CONTRACT | (8,000) |
| | | |
| | Total Decreases | (49,188) |
| TOTAL | Net Change to Leased Property - Court Complex Appropriations | 0 |

WHEREAS, additional funds are needed to cover the cost of elevator maintenance and inspection, which will come from the Insurance line item;

LEASED PROPERTY - COURT COMPLEX

Budget modification (f)

| Account # | Increases | Amount |
|-----------|--------------------------|---------|
| 53-55-669 | OTHER PURCHASED SERVICES | 4,000 |
| | | |
| | Total Increases | 4,000 |
| | Decreases | |
| 53-55-721 | INSURANCE | (4,000) |

| | | |
|-------|--|---------|
| | | |
| | Total Decreases | (4,000) |
| TOTAL | Net Change to Leased Property - Court Complex Appropriations | 0 |

- WHEREAS,** the position of Finance Director is vacant in the Finance Department;
- WHEREAS,** historically, the position has taken between six months to one year to fill;
- WHEREAS,** the Assistant Finance Director/Comptroller position has been vacant for almost one year;
- WHEREAS,** in order to maintain continuity of services, the City needs to utilize the services of outside contractors;
- WHEREAS,** the salary and benefits assigned to the Finance Director position can be reallocated to the contractors;
- WHEREAS,** the reallocation avoids excessive spending to accomplish the tasks provided by the position;
- WHEREAS,** the reallocation avoids excessive spending to accomplish the tasks provided by the position;
- WHEREAS,** the reallocation amount sets a quantifiable limit for Administration;
- WHEREAS,** because the ultimate goal is to fill the position, only half of the salary and benefits will be reallocated.

FINANCE DEPARTMENT

Budget modification (g)

| Account # | Increases | Amount |
|-----------|--------------------------------------|----------|
| 10-53-642 | OTHER PURCHASED SERVICES | 83,431 |
| | | |
| | Total Increases | 83,431 |
| | Decreases | |
| 10-53-501 | SALARIES (ONE-HALF FINANCE DIRECTOR) | (64,375) |
| 10-53-502 | BENEFITS (ONE-HALF FINANCE DIRECTOR) | (19,056) |
| | | |
| | Total Decreases | (83,431) |
| TOTAL | Net Change to Finance Department | 0 |

- WHEREAS,** the City extended an offer to a highly qualified candidate to serve as Human Resources Manager;
- WHEREAS,** after negotiation, the City agreed to pay the candidate \$82,400 during the probation period, and \$92,000 a year upon completion of the six-month probation period;
- WHEREAS,** the City is in the process of hiring an Assistant Finance Director at a salary of \$84,085, an amount less than the \$112,000 budgeted;

ADMINISTRATION AND FINANCE DEPARTMENTS

Budget modification (h)

| Account # | Increases - ADMINISTRATION DEPARTMENT | Amount |
|-----------|---------------------------------------|----------|
| 10-51-R8 | SALARIES (HUMAN RESOURCES MANAGER) | 9,600 |
| Oct-51 | BENEFITS (HUMAN RESOURCES MANAGER) | 2,466 |
| | | |
| | Total Increases | 12,066 |
| | Decreases - FINANCE DEPARTMENT | |
| 10-53-MII | SALARIES (ASSISTANT FINANCE DIRECTOR) | (9,600) |
| | BENEFITS (ASSISTANT FINANCE DIRECTOR) | (2,466) |
| | | |
| | Total Decreases | (12,066) |
| TOTAL | Net Change to City Budget | 0 |

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

PASSED AND APPROVED THIS 24TH DAY OF JULY 2018 BY A VOTE OF ___ IN FAVOR AND ___ OPPOSED.

ATTEST:

Lori Strickler, City Clerk

Richard Robb, Mayor

Landfill D-1 Gravel for the road on top of the dike.

Roads is 1,460 feet long.

It would take 75 dump truck loads for the road.

Comes out to be 1500 tons of gravel.

It would take \$90,000.00 worth of gravel to do it at \$60 a ton.



Anchorage • Fairbanks • Wasilla

Subsidiary of Calista Corporation June 21, 2018

City of Bethel

Bethel, Ak

Attn: Rob Lindsey

We are pleased to quote a New Trail King Md TK60SD 3 axle trailer with all the standard specs and the following options. This is through the NJPA program.

One each TK60SSD-43 steel side dump trailer with tub controls wired remote, Tri-axle (2) 23k air ride w/23k rear lift, 275/80R22.5 HSR 2 16 ply tires and Aero side kick tarp.

| | |
|------------------------|--------------|
| List Price FOB Factory | \$59,130.05 |
| 15% NJPA Discount | \$- 8,869.50 |
| 3% steel sur charge | \$+1,554.45 |
| Shop PDI | \$ 660.00 |
| Freight to Seattle | \$ 3,350.00 |
| Freight to Bethel | \$ 9500.00 |
| <hr/> | |
| Total FOB Bethel, Ak | \$65,325.00 |

Sincerely

Richard Kimball

Yukon Equipment
2020 E 3rd st
Anchorage, AK 99501

2020 E. 3rd Avenue • Anchorage, AK 99501
1-800-478-1541 • www.yukoneq.com



EQUIPMENT FOR CONTRACTING – UTILITY – GOVERNMENT

CITY OF BETHEL
COMBINED CASH INVESTMENT
JUNE 30, 2018

COMBINED CASH ACCOUNTS

TOTAL COMBINED CASH

TOTAL UNALLOCATED CASH

CASH ALLOCATION RECONCILIATION

| | |
|---|------------|
| 53 ALLOCATION TO LEASED PROPERTIES | 879,164.71 |
| TOTAL ALLOCATIONS TO OTHER FUNDS | 879,164.71 |
| ALLOCATION FROM COMBINED CASH FUND - 01-10100 | |
| ZERO PROOF IF ALLOCATIONS BALANCE | 879,164.71 |

CITY OF BETHEL
 BALANCE SHEET
 JUNE 30 2018

LEASED PROPERTIES

ASSETS

| | | | |
|----------|------------------------------|-----------------|---------------------|
| 53-10100 | CASH IN COMBINED FUND | 879,164.71 | |
| 53-12200 | INVESTMENT - BOND RESERVE | 217,500.00 | |
| 53-13100 | ACCOUNTS RECEIVABLE | 106,256.49 | |
| 53-13900 | ALLOWANCE FOR DOUBTFUL ACCTS | (19,697.41) | |
| 53-14200 | FUEL INVENTORY | 6,613.67 | |
| 53-16000 | LAND | 43,000.00 | |
| 53-16300 | BUILDINGS/IMPRV | 9,821,803.78 | |
| 53-16500 | MACH & EQUIP | 54,525.00 | |
| 53-16800 | ACCUM DEPR-BUILDINGS/IMP | (5,024,772.44) | |
| 53-17000 | ACCUM DEPREC-ME | (10,595.43) | |
| | TOTAL ASSETS | | <u>6,073,798.37</u> |

LIABILITIES AND EQUITY

LIABILITIES

| | | | |
|----------|-----------------------------|--------------|---------------------|
| 53-20100 | VOUCHERS PAYABLE | 2,300.02 | |
| 53-25900 | DUE TO/FROM OTHER FUNDS | 928,960.23 | |
| 53-27600 | ACCRUED INTEREST PAYABLE | (30,875.00) | |
| 53-27700 | LEASE REVENUE BONDS PAYABLE | 2,000,000.00 | |
| 53-27800 | LEASE REVENUE BOND PREMIUM | 298,089.29 | |
| | TOTAL LIABILITIES | | <u>3,198,474.54</u> |

FUND EQUITY

| | | | |
|----------|---------------------------------|-------------------|---------------------|
| 53-30100 | CONTRIBUTED CAPITAL-STATE | 2,360,194.08 | |
| 53-30200 | CONTRIBUTED CAPITAL-EDA | 253,024.80 | |
| 53-30300 | CONTRIBUTED CAPITAL GF | 454,326.50 | |
| | UNAPPROPRIATED FUND BALANCE: | | |
| 53-39900 | FUND BALANCE | (733,850.99) | |
| | REVENUE OVER EXPENDITURES - YTD | <u>526,580.31</u> | |
| | BALANCE - CURRENT DATE | (207,270.68) | |
| | TOTAL FUND EQUITY | | <u>2,860,274.70</u> |
| | TOTAL LIABILITIES AND EQUITY | | <u>6,058,749.24</u> |

CITY OF BETHEL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

LEASED PROPERTIES

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|---------------------------------------|-------------------|-------------------|-------------------|--------------------|-------------|
| <u>LEASE INCOME</u> | | | | | |
| 53-44-443 LEASE-SOA DEPT OF ADMIN-OCS | 50,955.60 | 50,955.60 | .00 | (50,955.60) | 0 |
| 53-44-444 LEASE-COURT SYSTEM | 497,377.50 | 497,377.50 | 636,000.00 | 138,622.50 | 78.2 |
| 53-44-445 SOA - ACS ELECTRICITY REIMB | 25,881.37 | 25,881.37 | 12,950.00 | (12,931.37) | 199.9 |
| 53-44-447 LEASE DEPT OF LAW | 141,593.40 | 141,593.40 | 181,656.00 | 40,062.60 | 78.0 |
| 53-44-450 LEASE PATC | 3,050.00 | 3,050.00 | 3,600.00 | 550.00 | 84.7 |
| 53-44-452 LEASE-TOWER ROAD LAND | 4,950.00 | 4,950.00 | 5,400.00 | 450.00 | 91.7 |
| 53-44-453 YKHC - BUILDING | 4,830.00 | 4,830.00 | .00 | (4,830.00) | 0 |
| 53-44-454 LEASE - TEEN CENTER | .00 | .00 | 1.00 | 1.00 | 0 |
| 53-44-472 DMV LEASE | 5,772.80 | 5,772.80 | 6,298.00 | 525.20 | 91.7 |
| 53-44-479 LEASE LAND AVCP HEARSTART | 1,100.00 | 1,100.00 | 1,200.00 | 100.00 | 91.7 |
| 53-44-481 LEASE LAND SWANSONS | 13,291.74 | 13,291.74 | 14,500.00 | 1,208.26 | 91.7 |
| 53-44-485 LEASE LAND EUNKANG CHURCH | 1,650.00 | 1,650.00 | 1,800.00 | 150.00 | 91.7 |
| 53-44-488 LEASE LAND GCI | 7,913.04 | 7,913.04 | 4,000.00 | (3,913.04) | 197.8 |
| 53-44-489 LEASE NAPA BATTERY STRGE | .00 | .00 | 4,200.00 | 4,200.00 | .0 |
| 53-44-495 LEASE-OTHER LEASE REVENUE | 350.00 | 350.00 | .00 | (350.00) | 0 |
| TOTAL LEASE INCOME | 758,715.45 | 758,715.45 | 871,605.00 | 112,889.55 | 87.1 |
| <u>MISCELLANEOUS</u> | | | | | |
| 53-49-487 INVESTMENT INCOME | 1,835.82 | 1,835.82 | .00 | (1,835.82) | .0 |
| TOTAL MISCELLANEOUS | 1,835.82 | 1,835.82 | .00 | (1,835.82) | .0 |
| TOTAL FUND REVENUE | 760,551.27 | 760,551.27 | 871,605.00 | 111,053.73 | 87.3 |

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

LEASED PROPERTIES

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--------------------------------------|-------------------|-------------------|-------------------|---------------------|--------------|
| <u>LEASED PROPERTIES-MISC</u> | | | | | |
| 53-50-642 LEGAL FEES | 5,000.00 | 5,000.00 | .00 | (5,000.00) | 0 |
| 53-50-721 INSURANCE | 6,588.00 | 6,588.00 | .00 | (6,588.00) | 0 |
| TOTAL LEASED PROPERTIES-MISC | <u>11,588.00</u> | <u>11,588.00</u> | <u>.00</u> | <u>(11,588.00)</u> | <u>0</u> |
| <u>LEASED PROP-COURT COMPLEX</u> | | | | | |
| 53-55-621 ELECTRICITY-COURT COMPLEX | 44,182.06 | 44,182.06 | 52,000.00 | 7,817.94 | 85.0 |
| 53-55-623 HEATING FUEL-COURT COMPLEX | 62,232.19 | 62,232.19 | 120,000.00 | 57,767.81 | 51.9 |
| 53-55-626 WATER/SEWER/GARB-COURT COM | 13,419.21 | 13,419.21 | 12,000.00 | (1,419.21) | 111.8 |
| 53-55-663 JANITORIAL-COURT COMPLEX | 62,090.50 | 62,090.50 | 61,422.00 | (668.50) | 101.1 |
| 53-55-714 COURTHOUSE LOAN INTEREST | 12,271.00 | 12,271.00 | 93,050.00 | 80,779.00 | 13.2 |
| 53-55-717 AMORT OF BOND PREMIUM | .00 | .00 | (7,252.00) | (7,252.00) | .0 |
| 53-55-721 INSURANCE | 28,188.00 | 28,188.00 | 19,000.00 | (9,188.00) | 148.4 |
| TOTAL LEASED PROP-COURT COMPLEX | <u>222,382.96</u> | <u>222,382.96</u> | <u>350,220.00</u> | <u>127,837.04</u> | <u>63.5</u> |
| TOTAL FUND EXPENDITURES | <u>233,970.96</u> | <u>233,970.96</u> | <u>350,220.00</u> | <u>116,249.04</u> | <u>66.8</u> |
| NET REVENUE OVER EXPENDITURES | <u>526,580.31</u> | <u>526,580.31</u> | <u>521,385.00</u> | <u>(5,195.31)</u> | <u>101.0</u> |

Introduced by: Mayor Richard Robb
Date: July 10, 2018
Action:
Vote:

CITY OF BETHEL, ALASKA

Resolution #18-12

A RESOLUTION BY THE BETHEL CITY COUNCIL DECLARING THE PROPERTY ON OSAGE, GENERALLY DESCRIBED AS LOT 2B, BLOCK 6, PLAT #82-15, BETHEL ALASKA, A PUBLIC NUISANCE AND FIRE HAZARD AND ORDERING THE ABATEMENT THEREOF

- WHEREAS**, pursuant to Bethel Municipal Code (BMC) section 15.04.010, the Bethel City Council received a written report on June 12, 2018 from the City Manager, via his designee, the City Planner, that property located at 220 Osage as identified on the City's address map, constitutes a fire hazard and public nuisance;
- WHEREAS**, the legal description of the property is Lot Two "B", Block Six (6), Resub of U.S. Survey 3770, NORTHWEST ADDITION TO THE TOWNSITE OF BETHEL, according to the official plat thereof, filed under Plat 82-7, recorded in the Bethel Recording District, Fourth Judicial District, State of Alaska, subject to reservations, exceptions, easements, covenants, conditions and restrictions of record, if any;
- WHEREAS**, pursuant to BMC 15.04.010(b), after receiving the report regarding the potential nuisance, the Bethel City Council set a hearing for June 28, 2018 and directed the City Clerk to notify all necessary parties;
- WHEREAS**, notice to property owners was provided by the City Clerk prior to the hearing, including publication in the local newspaper;
- WHEREAS**, a hearing on the matter was held on June 28, 2018, pursuant to BMC 15.04.010(D);
- WHEREAS**, the City Planner, Betsy Jumper, presented evidence that the property described herein constitutes a public nuisance and a fire hazard;
- WHEREAS**, specifically, the Planner presented evidence that while the site it not safe for inspection, from the roadway she could see that there are piles of fragmented wood reaching 5' or more from the ground, and a collection of fuel tanks(s), sewer tank, appliances, wood, broken glass, metal, and other common household objects scattered across the property;
- WHEREAS**, the property which consists of a significant downward grade, backs up to Brown's Slough which ultimately connects to the Kuskokwim River; the containment of the fire utilized chemicals creating a concern of hazardous material runoff from this property to the slough and the soil below which is a health and environmental concern;

Introduced by: Mayor Richard Robb
Date: July 10, 2018
Action:
Vote:

WHEREAS, the mass of debris that remains on the property is an attractive nuisance and is a substantial safety risk to those that may enter the property to include children who frequent the 4-H Youth Facility across the street from the property;

WHEREAS, a portion of the residential home remains standing, the structural stability of the building is in question as it is a raised structure having had substantial damage by the fire;

WHEREAS, finally, in the Report provided by the City Planner, a notice of public nuisance was placed on the property September of 2017, and mailed to all known owners but to date, the owners of the property have not contacted the City of Bethel or made any attempt to abate the nuisance;

WHEREAS, no one representing the property owners, their heirs or devisees attended the June 28, 2018 hearing;

WHEREAS, based on all of the above information presented, the Council finds that there exists on the property a fire hazard and public nuisance that requires abatement.

THEREFORE, IT IS HEREBY ORDERED BY THE CITY COUNCIL OF BETHEL:

The property located at 220 Osage, Bethel, Alaska, by reason of the debris remaining on the property, the significant potential for fire and the unsafe condition of the remaining structure(s) on the property, constitutes a public nuisance and fire hazard.

Pursuant to BMC 15.04.020(B), the City Council orders the property owner to remove the hazards and public nuisance to include but not be limited to:

- Removal of the debris/trash/scrap wood, metal/appliances/broken glass etc.
- Removal of the remains of the residential building by the imposed deadline unless before that date, it is determined by a licensed contractor that the building is structurally secure or has been made structurally secure.

Removal of the hazards and public nuisance shall be completed no later than 15 days after final written notice is mailed to the owner. If the hazards and public nuisance are not removed by the imposed deadline, the City Attorney is directed to commence all appropriate legal proceedings to cause the abatement of the public nuisance and fire hazard.

The City Clerk is directed to, at minimum, cause a copy of this Order to be conspicuously posted on the property and to mail a copy to the property owners.

As provided in BMC 15.04.020 C. at any time before the date set for completion of removal or demolition, the owner of the property may request a rehearing. The request for rehearing shall include a notarized statement setting out with specificity the corrective actions taken or initiated, and how these steps did or will eliminate the hazards or nuisance found by the City Council.

Introduced by: Mayor Richard Robb
Date: July 10, 2018
Action:
Vote:

Any property owner or person claiming ownership who, wishes to contest the validity of these proceedings in a court of law must do so within thirty (30) days after passage of this Order or all objections shall be deemed waived and all legal action thereafter barred.

**ENACTED THIS 10th DAY OF JULY 2018 BY A VOTE OF _ IN FAVOR AND
_ OPPOSED.**

Richard Robb, Mayor

Lori Strickler, City Clerk



NOTICE OF PUBLIC NUISANCE
CITY OF OSAGE
JULY 12, 2011
2011-001-001
OCCUPANCY OF THIS PROPERTY IS PROHIBITED

NOTICE TO ABATE NUISANCE

Notice to the owners of and any heirs/devisees having any legal interest in 220 Osage, there is an order to abate the nuisances found on this property.

For more information contact the City Clerk's Office 907-543-1384 or cityclerk@cityofosage.net

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Andrew Reed



Roosevelt, Utah 84066



9590 9402 1340 5285 6256 65

2. Article Number (Transfer from service label)

7018 0360 0001 6396 0248 AP

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *[Handwritten Signature]*

Agent

Addressee

B. Received by (Printed Name)

Alyssa Reed

C. Date of Delivery

6.25.18

D. Is delivery address different from item 1?

If YES, enter delivery address below:

Yes

No

3. Service Type

- Adult Signature
- Adult Signature Restricted Delivery
- Certified Mail®
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery

- Priority Mail Express®
- Registered Mail™
- Registered Mail Restricted Delivery
- Return Receipt for Merchandise
- Signature Confirmation™
- Signature Confirmation Restricted Delivery

Priority Mail Restricted Delivery (max \$500)

Domestic Return Receipt

CITY OF BETHEL

City Clerk's Office



City of Bethel
City Clerk's Office
P.O. Box 1388
Bethel, Alaska 99559

CERTIFIED MAIL: 70180360000163960798
Return Receipt Requested

June 29, 2018



Re: Notice of Nuisance Abatement Order

Dear Mr. Lonewolf:

The City of Bethel City Council confirmed the existence of a fire hazard and public nuisance at 220 Osage, Bethel, Alaska during the June 28, 2018 nuisance abatement hearing. The Council findings of fact supporting the declaration of a public nuisance and fire hazard as well as the abatement order will be before the Council for final approval at their next Regular City Council Meeting on July 10, 2018.

In summary, the Council's order to abate was based in part off the following findings: the site contains piles of fragmented wood reaching 5' or more from the ground as well as a collection of fuel tanks, a sewer tank, appliances, wood, broken glass, metal, and other common household objects scattered across the property.

The Council's Order will require removal of the debris/trash/scrap wood, metal/appliances/broken glass and the remains of the residential building within 15 days from July 10. At any point prior to the deadline imposed for completion of the abatement, the owner of the property may request a rehearing by filing a notarized statement with the City Clerk setting out with specificity the corrective actions taken or initiated, and how those steps did or will eliminate the hazard or nuisance.

If the City Council order is not complied with by the imposed deadline and no rehearing has been requested and granted, the City may abate the situation. If the City abates the nuisance and/or hazard, the full cost of such abatement will be assessed to the property via a lien on the property.

You are receiving this order because according to the records filed with the State of Alaska Recorder's Office, Andrew V. Lone Wolf and James B. Lone Wolf were quitclaimed the above described property on March 22, 1985. If this information is no longer valid, or if there is additional information showing transfer of the property rights, the owners or any heirs/devisees must present the legal documentation proving such transfer or proving the current status of ownership.

The owner of the property or his agent may appeal the decision and order of the city council to the Alaska Superior Court in accordance with the court rules of appellate procedure. A request for rehearing does not toll the time for filing the notice of appeal.

Sincerely,

Lori Strickler
City Clerk

CITY OF BETHEL

City Clerk's Office



City of Bethel
City Clerk's Office
P.O. Box 1388
Bethel, Alaska 99559

CERTIFIED MAIL: 70172400000047988742
Return Receipt Requested

June 29, 2018



Re: Notice of Nuisance Abatement Order

Dear Ms. Peters:

The City of Bethel City Council confirmed the existence of a fire hazard and public nuisance at 220 Osage, Bethel, Alaska during the June 28, 2018 nuisance abatement hearing. The Council findings of fact supporting the declaration of a public nuisance and fire hazard as well as the abatement order will be before the Council for final approval at their next Regular City Council Meeting on July 10, 2018.

In summary, the Council's order to abate was based in part off the following findings: the site contains piles of fragmented wood reaching 5' or more from the ground as well as a collection of fuel tanks, a sewer tank, appliances, wood, broken glass, metal, and other common household objects scattered across the property.

The Council's Order will require removal of the debris/trash/scrap wood, metal/appliances/broken glass and the remains of the residential building within 15 days from July 10. At any point prior to the deadline imposed for completion of the abatement, the owner of the property may request a rehearing by filing a notarized statement with the City Clerk setting out with specificity the corrective actions taken or initiated, and how those steps did or will eliminate the hazard or nuisance.

If the City Council order is not complied with by the imposed deadline and no rehearing has been requested and granted, the City may abate the situation. If the City abates the nuisance and/or hazard, the full cost of such abatement will be assessed to the property via a lien on the property.

According to the records filed with the State of Alaska Recorder's Office, Andrew V. Lone Wolf and James B. Lone Wolf were quitclaimed the above described property on March 22, 1985. If this information is no longer valid, or if there is additional information showing transfer of the property rights, the owners or any heirs/devisees must present the legal documentation proving such transfer or proving the current status of ownership.

The owner of the property or his agent may appeal the decision and order of the city council to the Alaska Superior Court in accordance with the court rules of appellate procedure. A request for rehearing does not toll the time for filing the notice of appeal.

Sincerely,

Lori Strickler
City Clerk

CITY OF BETHEL

City Clerk's Office



City of Bethel
City Clerk's Office
P.O. Box 1388
Bethel, Alaska 99559

CERTIFIED MAIL: 70180360000163960262
Return Receipt Requested

June 29, 2018



Re: Notice of Nuisance Abatement Order

Dear Mr. Reed:

The City of Bethel City Council confirmed the existence of a fire hazard and public nuisance at 220 Osage, Bethel, Alaska during the June 28, 2018 nuisance abatement hearing. The Council findings of fact supporting the declaration of a public nuisance and fire hazard as well as the abatement order will be before the Council for final approval at their next Regular City Council Meeting on July 10, 2018.

In summary, the Council's order to abate was based in part off the following findings: the site contains piles of fragmented wood reaching 5' or more from the ground as well as a collection of fuel tanks, a sewer tank, appliances, wood, broken glass, metal, and other common household objects scattered across the property.

The Council's Order will require removal of the debris/trash/scrap wood, metal/appliances/broken glass and the remains of the residential building within 15 days from July 10. At any point prior to the deadline imposed for completion of the abatement, the owner of the property may request a rehearing by filing a notarized statement with the City Clerk setting out with specificity the corrective actions taken or initiated, and how those steps did or will eliminate the hazard or nuisance.

If the City Council order is not complied with by the imposed deadline and no rehearing has been requested and granted, the City may abate the situation. If the City abates the nuisance and/or hazard, the full cost of such abatement will be assessed to the property via a lien on the property.

You are receiving this order because according to the records filed with the State of Alaska Recorder's Office, Andrew V. Lone Wolf and James B. Lone Wolf were quitclaimed the above described property on March 22, 1985. Per our records, you previously went by the name of Andrew V. Lone Wolf. If this information is no longer valid, or if there is additional information showing transfer of the property rights, the owners or any heirs/devisees must present the legal documentation proving such transfer or proving the current status of ownership.

The owner of the property or his agent may appeal the decision and order of the city council to the Alaska Superior Court in accordance with the court rules of appellate procedure. A request for rehearing does not toll the time for filing the notice of appeal.

Sincerely,

Lori Strickler
City Clerk

John Active from page 4

KYUK Bethel Broadcasting Radio. I tell stories every so often, since my grandmother taught me.

Waniwa qanemcitqatarameci wiinga qanemciamnek, piliamnekwa, taugaam piciuquq cali.

I am going to tell you a story that I made, one I created, but it's also a true story.

Up'nerkami atam ciku mamtuaqan yuut nunarramek unaken Kusquqviim pain-ganek nunarraat yuit manaryanga'artelartut up'nerkami tuai nenglairutaqan. Yuyagluteng uavet, wagg'uq' An'arciim Painga, Johnson Riveraam painganun, qukaanun tuaten. Allamun tuaten manarvigmun taum An'arciim akiani Luumarvigmun manaryaragluteng.

During springtime when the ice is thick, people from small villages down at the mouth of the Kuskokwim start ice fishing with hook, line, and lure during spring when the weather becomes warmer. Many people go fishing downriver, even to An'arciim Painga, the mouth of the Johnson River, and even to the middle. They even go to another fishing spot at Luumarvik River on the other side of An'arciim.

Iliitll'-am tuai naspaallermini, Yuvvaq, Yuvv'auluni. Naspaaluni yugyassiyagata allamun piluni ukicilliniluni. Neq'lipiarluni tauna nunii ukitellra. Tuai maairpak tauna manarvik taum nataqellra Yuvvamek pilaraput. Tauna manarvik.

One day someone attempted, Yuvvaq, his name was Yuvvaq. Since there were too many people, he tried making a hole [in the ice] somewhere else. The area where he made a hole had many fish in it. Today, we call that fishing hole that that person found Yuvvaq. That fishing spot.

Tuai manarviit ayuqevkenateng. Qavani tuaten kuigem paingani manarvig-tangqertuq. Tunuirunllu kiatemteni maak-en Mamterillermek manarviuluni cali.

There are different places to fish. There are even places to ice fish with hooks and lines upriver at the mouth of a river. And Tunuirun upriver from Bethel here is also a fishing spot.

Tuai maurluqa manaryunqellruuq.

Classifieds from page 17

Restoration Program Office has completed its first Five-Year Review process for Bethel Radio Relay Station (RRS), Alaska. This process is required by Section 121 of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) because hazardous substances, pollutants, or contaminants remain at Bethel RRS: SS001 (including the PAD Area) at levels that do not allow for unlimited use and unrestricted exposure.

The purpose of the Five-Year Review is to ensure that the selected remedy for the site is providing adequate protection of human health and the environment. Site-related documents, such as the August 2011 Record of Decision for site SS001 is available to the public in the U.S. Air Force Civil Engineer Center Administrative Record online at <http://afcec.publicadmin-record.us.af.mil/>.

Those with questions or comments regarding the Final 2018 Five-Year Review document are encouraged to contact Robert Johnston, AFCEC Remedial Project Manager, by mail at 10471 20th Street, Suite 343, JBER, AK 99506-2201, by e-mail at robert.johnston.17@us.af.mil, or by calling 1-800-222-4137. (179)(6/20)

NOTICE TO THE OWNERS OF AND/ ANY HEIRS/ DEVISEES

having any legal interest in the property located at 220 Osage legally described as: Lot 2, Block 6 USS 3770, Bethel, Alaska. The City of Bethel will be taking legal action in the form of a nuisance abatement hearing on June 28, 2018 at 6:30 p.m. at the City Council Chambers located at 300 Chief Eddie Hoffman Highway, Bethel, Alaska. If you are an owner, heir and/or devisee, you must either attend in person or contact the City Clerk's Office at cityclerk@cityofbethel.net to arrange for telephonic participation. (96)(6/20)

Taumek avai nasvitellruyaaqekeka taren-ramek neqngamek ngel'arturluni pillrani. My grandmother enjoyed ice fishing with hooks. That's why earlier I showed a picture of her laughing with a toy fish.

Manaryunqellruuq tuai. Uksuarmi cikurraqaami kanavet nemta ceniinun ing'um Aagurem kuigan ketiinun manaryalallruuq. Manaryunqeggluni tuai.

She loved to fish with hooks. In the fall right after [the river] froze, she would go ice fishing down below our house, down in front of Aagur River. She loved to fish with hooks.

Tuail' waten up'nerkami unguvaurull-ermini manaryaraglutuni. Maaten uitnautua unuakumi elitnaryaqataragama ak'a tayima ayallrullinilria manaryarluni. Taugaam yuayunaku tuaiwa atakutaqegciqataamta luqruiyagnek.

While she was still alive, she would go fishing in the spring. I would wake up in the morning to go to school, and she would have already left to go ice fishing. But I didn't miss her because we would have a delicious dinner of pike.

Tektinaurtuq tang Tan'gaucuar luqruiyaguarnek cangellrullinilria.

Tan'gaucuar would return having caught a lot of northern pike.

Tuail' qamiqitnek kenirluni uqur-

rarmek piluta ner'aqluki tamakut. Enlingraata tuai wangkuta assikluki. Taugaam ulliggluki inilallruit ellamun kinercirluki nenglingraan. Tuai tamakut aspiartut uqumun akurqurluki. Aqsinaicaaqut taugaam wiinga arulailartua tamualngungaqama, tegg'amengwa kiner-tat tamakut luqruiyit.

Then she cooked the heads, and we would eat them with some seal oil. We liked them, even though they had many bones. But they would cut them and hang them outside to dry despite the cold weather. Those are very good eating dipped in seal oil. They don't satisfy the stomach, but I eat until I get tired of chewing because dried northern pike are hard.

Tuai Agayunret iliitni elitnauqatarpek'nii unuaquani Maqinruan maurluma ayaucugaanga manaryautnalua.

One Sunday, I wasn't going to go to school the next day because it was Saturday, my grandmother wanted to bring me ice fishing.

Tuailu nutaan manaryaqatallinilua; manaqsaunii taum ciungani.

It was going to be my first ice fishing trip; I had never fished prior to that.

Wiingaam tangercetaaliaryunqeg-gaqlua; alarrluaam tangercetaaliyaqi-lit tangercetaaliyarvigmun suurgivmun.

Uumek tangercetaarluni, tangcetaarluteng carayagmek Gillmanaulunigguq tauna. Mer'em aciani yugcuraqluni. Aterluni tauna tangercetaaq Kass'atun, "The Creature from the Black Lagoon." Tuai tuaten aterluni; carayak mer'em aciancet-uli, Black Lagoon.

I liked going to the movies; I made the mistake of going to the movies at the theater. There was a matinee about a monster called Gillman. It would try to kill people from underneath the water. The movie was called in English, "The Creature from the Black Lagoon." That's what it was called; it was about a monster who lived underwater, [in the] Black Lagoon.

Tangercetaaliyarlua taumek tangvaliyarlua alingqapiarlua uterlua. Inarcamtallu qavarcigacaaqlua, taugaam qavaqerlua tayima.

I went to go watch that movie, and I returned home very scared. I couldn't fall asleep when it was time for bed, but eventually I fell asleep.

Taunaam ciissiq carayak umyuaqur-luku alinglua. Sugtupiallruuq tauna iirpi-luni, qengarpiluni, qanerpiluni, keggulvi-luni. Mer'em aciani kuimarnaurtuq tauna yugcurluni, yugnek yuarluni nernalukiwa

continued on next page

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Freight & passenger Charters; Charters@penair.com or (907) 771-2500

City of Bethel Action Memorandum

| | | | |
|-------------------------|---------------|----------------|------------------------------|
| Action memorandum No. | 18-52 | | |
| Date action introduced: | July 10, 2018 | Introduced by: | Peter Williams, City Manager |
| Date action taken: | | Approved | Denied |
| Confirmed by: | | | |

Action Title: Direct City Administration to prepare and submit an application to the USDA-RD to pursue \$13,461,920 in grant/loan funding for the construction of Alternative 3: Single Phase Piped Water and Sewer for the Avenues Neighborhood, plus six water trucks, as defined in the Preliminary Engineering Report (June 2018).

Attachment(s): (1) Avenues Neighborhood Water and Sewer Improvements—Preliminary Engineering Report (June 2018), (2) AM 18-10: Direct Administration to prepare and submit a grant/loan application with USDA-RD to obtain approximately \$5,753,098 in funding to pay for 8 new water trucks, 7 new sewer trucks, and construction of a new water and sewer pipe project between 6th and 7th Avenues, (3) Map of the Avenues Neighborhood project area.

| Department/Individual: | Initials: | Remarks: |
|--|--|----------|
| Administration / Peter Williams |  | Approved |
| Public Works / Bill Arnold |  | |
| Finance / |  | |
| Amount of fiscal impact: | Account information: | |
| | No fiscal impact at this time. | |
| | Requires funding in FY 2018 Budget. | |
| \$7,404,056 principal \$5,674,504 interest over 40 years | Requires funding in FY 2019 Budget. TBD | |

Summary Statement

Background

Bethel City Council approved Action Memorandum #18-10 on February 13, 2018 that authorized City Administration to pursue USDA-RD grant/loan funding in the amount of \$5,733,098 to fund the purchase of 15 new water and sewer vehicles and fund a small piped water and sewer project in the Avenues. City Administration, with Council approval, has since reallocated current USDA-RD grant/loan funding to purchase 5 new sewer trucks, which currently satisfies the City's revised need for sewer trucks.

The Avenues Neighborhood

The City is in possession of the Preliminary Engineering Report (PER) for the Avenues Neighborhood Water and Sewer Improvements (June 2018). This document and its accompanying Environmental Assessment are both required for USDA-RD grant/loan funding. The PER recommends the City pursue Alternative 3: Single Phase Piped Water and Sewer for the Avenues Neighborhood and purchase six water trucks to meet the City's revised water truck need. The construction project would bring above-ground piped water and sewer lines to 118 current residential properties and 22 additional properties, once vacant lots are built-out. The USDA-RD will determine the exact grant-loan percentage after it reviews the City's financial

statements and formal application. The maximum grant percentage the City may receive is 45% because there are no health or safety issues associated with this project. The loan term must be 40 years because there is grant money involved, but the City may refinance or pay it off early without penalty. The City could refinance using the Municipal Loan Program, which typically offers a rate 1-2% lower than the USDA-RD rate. The USDA-RD estimated the City's annual loan payment based on two grant/loan percentage scenarios:

| Project Cost: \$13,461,920 | | |
|-----------------------------------|-------------------|----------------------------|
| Loan Term: 40 Years | | |
| Grant % | Loan % | Annual Loan Payment |
| 45% (\$6,057,864) | 55% (\$7,404,056) | \$326,964 |
| 40% (\$5,384,768) | 60% (\$8,077,152) | \$356,688 |

The preliminary engineering report describes the provision of water and sewer pipes to the Avenues Neighborhood in phases under Alternative 2. The phases are in build-out order with each one representing a smaller piece of Alternative 3, the complete water and sewer pipe installation. USDA-RD prefers to fund the Alternative with the lowest life cycle cost, which is Alternative 3, but USDA-RD will consider a request by the City to fund Phase 1, with strong justification. The cost of Phase 1 includes the purchase of two water trucks, so the capital cost plus six trucks for this phase is the capital cost plus four additional trucks.

| Alternative 2 | Parcels Connected | Capital Cost | Capital Cost + 6 trucks |
|----------------------|--------------------------|---------------------|--------------------------------|
| Phase 1 | 38 | \$5,150,000 | \$6,133,332 |
| Phase 2 | 34 | \$3,020,000 | \$4,495,000 |
| Phase 3 | 46 | \$4,590,000 | \$6,065,000 |

USDA-RD will require the City to budget the following each year for the life of the loan:

1. Debt Service Reserve – Equal to one annual loan payment (e.g., \$326,964) – This amount will be put into the budget each year, but not expended.
2. Short-Lived Asset Reserves – These amounts are cumulative from year to year and may be expended for the purchase of any short-lived assets on the lists, as needed. Funding for some of the short-lived asset items on these lists are already contained in the City Budget. The City is considering ways to move these asset reserve items into appropriate water and sewer enterprise funds to facilitate spending from them.
 - a. Water Short-Lived Assets = \$372,407
 - b. Sewer Short-Lived Assets = \$410,360

Upon approval of this AM by Bethel City Council, City Administration will publish the Notice of an Environmental Assessment in the local newspaper for two weeks and insert the notice into utility bills of applicable stakeholders in and around the project area. The City will also publish a Notice of Intent to File USDA-RD Application in the local newspaper for two weeks and insert the notice into utility bills of applicable stakeholders in and around the project area.

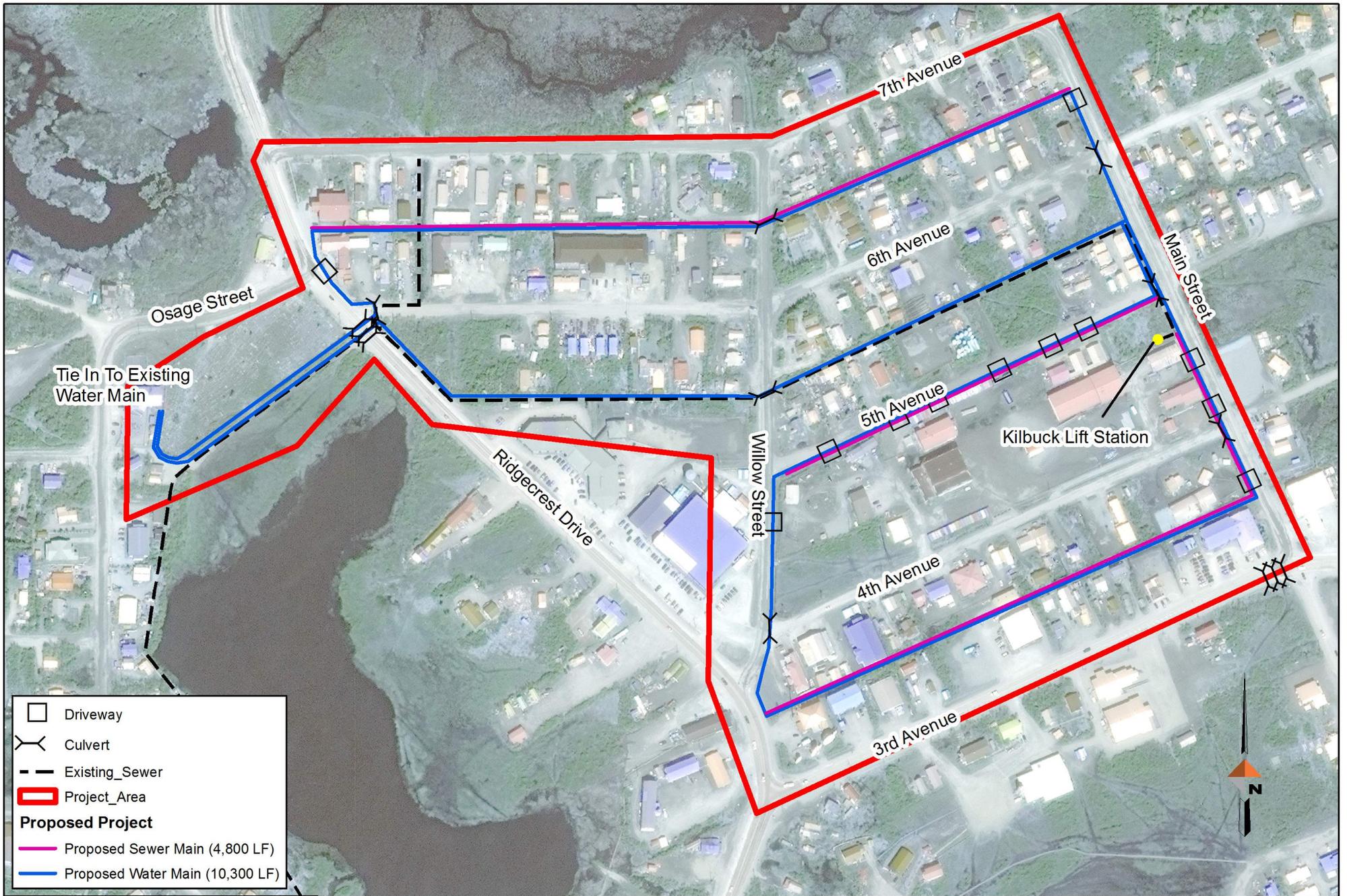


Figure 2: Proposed Project
 Avenues Neighborhood Water & Sewer Improvements
 Bethel, Alaska

| | |
|----------------------|---------------|
| PROJECT | 1529.50118.01 |
| DATE | Jun 06, 2018 |
| 0 95 190 380 Feet | |



City of Bethel Action Memorandum

| | | | |
|-------------------------|-------------------|--|---------------------------------|
| Action memorandum No. | 18-10 | | |
| Date action introduced: | February 13, 2018 | Introduced by: | Peter Williams, City Manager |
| Date action taken: | February 13, 2018 | <input checked="" type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| Confirmed by: | LS | | |

Action Title: Direct Administration to prepare and submit a grant/loan application with USDA-RD to obtain approximately \$5,753,098 in funding to pay for 8 new water trucks, 7 new sewer trucks, and construction of a new water and sewer pipe project between 6th and 7th Avenues.

Attachment(s): (1) Map of Proposed 6th & 7th Avenue Water and Sewer Project; (2) Quote from Kenworth for the potential purchase of 8 water trucks and 7 sewer trucks.

| Department/Individual: | Initials: | Remarks: |
|------------------------|--------------------|-----------|
| Administration | <i>[Signature]</i> | Recommend |
| Finance | <i>[Signature]</i> | |
| Public Works | <i>[Signature]</i> | |

| Amount of fiscal impact: | | Account information: |
|--------------------------|-------------------------------------|----------------------|
| | No fiscal impact at this time. | |
| | Funds in City Budget. | |
| \$3,164,204 est. | Requires funding in FY 2019 Budget. | TBD |

Summary Statement

In July 2017, the Measurement Standards Commercial Vehicle Enforcement Division of the Alaska Department of Transportation and Public Facilities, came to Bethel and performed an inspection on the City's water and sewer trucks and declared them overweight. The City must operate at 2/3 tank capacity to be in compliance or face stiff fines and loss of operator CDLs. The City cannot afford this 33% loss in operating efficiency and must replace its aged fleet.

The City of Bethel is eligible to apply for United States Department of Agriculture – Rural Development funds for water and sewer projects. The City may have one grant/loan project open and active and pursue funds for a second USDA-RD grant/loan project. The USDA office in Palmer will review five years of City of Bethel audited financial statements to determine the grant percentage and loan percentage that it will offer to the City. The City's current sewer lagoon jetty project constitutes 45% grant funding and 55% loan and other match funds.

The City of Bethel expects to pay \$3,618,098 to purchase eight water trucks and seven sewer trucks. See quote attached. These fifteen trucks will replace all but five of our current water delivery and sewer evacuation trucks, some of which have been in service since 1992. The truck

purchase would ameliorate the current DOT&PF truck restrictions, replace aging trucks in the fleet, remedy the poor condition of nearly every truck, and steer the City away from high maintenance costs and parts scarcity.

Every USDA-RD-funded construction project requires that a Preliminary Engineering Report (PER) and Environmental Report (ER) be completed prior to funding approval. The City engaged DOWL engineers to complete the PER and ER for the proposed water pipe project between 6th and 7th Avenues, from Ridgecrest Drive to Main Street. Additional fees will enable DOWL to expand the PER area, to 4th and 5th Avenues, for instance, or across Main Street to the Longhouse/Sammy’s Market/Lumberyard. There is no maximum or minimum size construction project required for funding, but the project must result in a functional operating component of the City’s water/sewer system.

After reviewing the City’s finances, USDA-RD is likely to approve a mix of 45% in grant funds and 55% in loan funds/other City match funds. The City’s expected cost to purchase 15 new water and sewer trucks is \$3,618,098. DOWL provided the cost formula of \$1,000/linear foot for water and sewer pipes run in tandem. The cost for the City to construct water and sewer pipes through 6th and 7th Avenues, a length of 2,135 linear feet, is \$2,135,000. The percentage share for these two project amounts would be:

| <u>Item</u> | <u>Project Cost</u> | <u>45% Grant</u> | <u>55% Loan</u> |
|----------------------|---------------------|--------------------|--------------------|
| Construction Project | \$2,135,000 | \$960,750 | \$1,174,250 |
| 15 Trucks | <u>\$3,618,098</u> | <u>\$1,628,144</u> | <u>\$1,989,954</u> |
| Total | \$5,753,098 | \$2,078,144 | \$3,164,204 |

A current 40-year loan from USDA-RD, would require a monthly City loan payment of \$10,876.

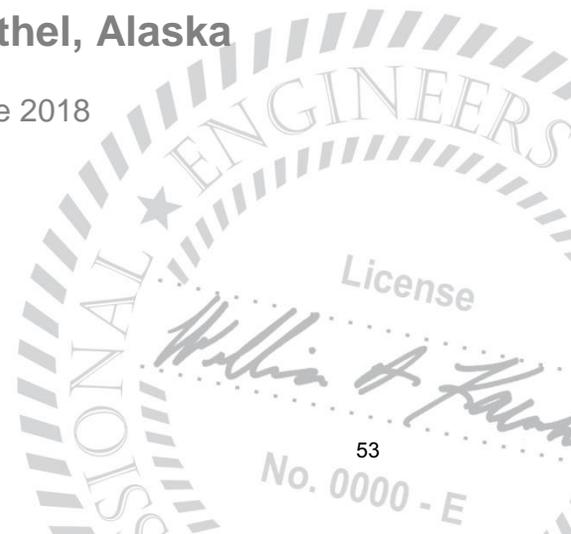


**AVENUES
NEIGHBORHOOD
WATER AND SEWER
IMPROVEMENTS**

**PRELIMINARY
ENGINEERING
REPORT**

Bethel, Alaska

June 2018



AVENUES NEIGHBORHOOD WATER AND SEWER IMPROVEMENTS

Preliminary Engineering Report

Prepared for:

City of Bethel
Post Office Box 1388
Bethel, Alaska 99559

In conjunction with:
United States Department of Agriculture
Rural Utilities Services

Prepared by:

DOWL
4041 B Street
Anchorage, Alaska 99503

June 2018

W.O. 50118.01

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ACRONYMS

| | |
|--------------|--|
| AC..... | Alaska Commercial Supply |
| ADF&G | Alaska Department of Fish and Game |
| AHRS..... | Alaska Heritage Resources Survey |
| amsl..... | above mean sea level |
| APE | Area of Potential Effect |
| BHWTP..... | Bethel Heights Water Treatment Plant |
| BMPs..... | best management practices |
| City | City of Bethel |
| CSWTP..... | City Subdivision Water Treatment Plant |
| DLWD | Alaska Department of Labor and Workforce Development |
| DOT&PF | State of Alaska Department of Transportation and Public Facilities |
| DPW | City of Bethel Department of Public Works |
| FEMA..... | Federal Emergency Management Agency |
| FIRM..... | Flood Insurance Rate Maps |
| gpm..... | gallons per minute |
| HMCP | Hazardous Materials Control Plan |
| IPaC..... | USFWS Information for Planning and Conservation system |
| NWI..... | USFWS National Wetlands Inventory |
| O&M | operations and maintenance |
| PER | Preliminary Engineering Report |
| PJCP | Dr. Paul John Calricaraq Project |
| QFC#2 | Quick Food Center No. 2 (lift station) |
| R&R | repairs and replacement |
| SHPO | State Historic Preservation Office |
| SWPPP..... | Storm Water Pollution Prevention Plan |
| T&E..... | threatened and endangered |
| USACE | United States Army Corps of Engineers |
| USDA RD..... | United States Department of Agriculture Rural Development |
| USFWS..... | United States Fish and Wildlife Service |
| YK..... | Yukon-Kuskokwim |
| YKHC..... | Yukon Kuskokwim Health Corporation |

EXECUTIVE SUMMARY

This Preliminary Engineering Report has been prepared for the City of Bethel in accordance with United States Department of Agriculture Rural Utilities Services Bulletin 1780-4.

This Preliminary Engineering Report was developed to assess alternatives for improving water and sewer service to the area of Bethel known as “The Avenues”. This neighborhood of approximately 130 water and sewer users is part of Bethel’s hauled system, meaning water is delivered via haul truck and wastewater is collected via haul truck. The cost of hauling versus delivering water and sewer via a piped network is nearly three times as high, so the City of Bethel wishes to transition high-density neighborhoods, like “The Avenues” to a piped network.

This Preliminary Engineering Report recommends a single-phase approach to developing a piped network for The Avenues neighborhood. Over the course of approximately one year, a system of roughly 16,000 linear feet of piped water and sewer would be constructed. This alternative has the lowest life cycle cost for providing water and sewer to this neighborhood, and moves the City in the direction of building out its piped water and sewer network.

The capital cost of the recommended alternative is approximately \$12 million, which includes the construction of three culvert crossings on the Chief Eddie Hoffman Highway. Annual operating expenses are expected to drop to \$461,280 from approximately \$1.6 million. Total Life Cycle Costs are expected to be \$22.9 million.

The City also needs to contribute a total of \$410,360 to a Replacement and Repair Account to cover the costs associated with the replacement of its sewer short lived assets, and \$372,407 for its water short lived assets.

1.0 INTRODUCTION

The City of Bethel (City) retained DOWL to provide engineering services related to providing water and sewer services to residents located in The Avenues, located between 3rd Avenue and 7th Avenue between Ridgcrest Drive and Main Street in Bethel, AK.

The “Avenues” neighborhood in Bethel consists of approximately 130 predominantly residential parcels. All residences in the neighborhood currently have water and sewage tanks ranging in size from 500 gallons to 3,000 gallons. This neighborhood contains some commercial users, such as Alaska Commercial Supply (AC). The City delivers potable water and collects sewage from all users in this neighborhood. This type of delivery and collection is more expensive for the homeowner than the alternative; piped water and piped sewer. Piped water and piped sewer is easier to maintain and more efficient to operate for the City.

The purpose and need of this project is to provide the Avenues neighborhood with an improved water and sewer system with the lowest life cycle costs for the City (and the users).

Through the development of this Preliminary Engineering Report (PER), several piped alignments were considered, as well as phasing the project out over several years. The PER also examines the life cycle cost of continuing to provide hauled water and sewer service to the Avenues area with hauled water and sewer.

2.0 PROJECT PLANNING AREA

2.1 Location

The City of Bethel is a Second-Class City located in the Yukon Delta National Wildlife Refuge at the mouth of the Kuskokwim River, 40 miles inland from the Bering Sea (60.7968, -161.7714). It is the largest community in Western Alaska by population, and is approximately 44 square miles. Figure 1 shows the proposed project vicinity.

The City is located along the Kuskokwim River, in a treeless subarctic tundra floodplain terrain that is characterized as poorly drained with a shallow permafrost table. The topography is generally flat, with grades ranging from zero to seven percent. Along Bethel's waterfront and townsite, the soils are poorly drained silts, with permafrost depth ranging from 30 to 40 feet. Further inland from the river, the ground is usually saturated or covered with surface water or sandy soils covered with silt loams and 12 inches of peaty mat. Vegetation is typically low-growing shrubs, grasses, and mats of moss and lichens.

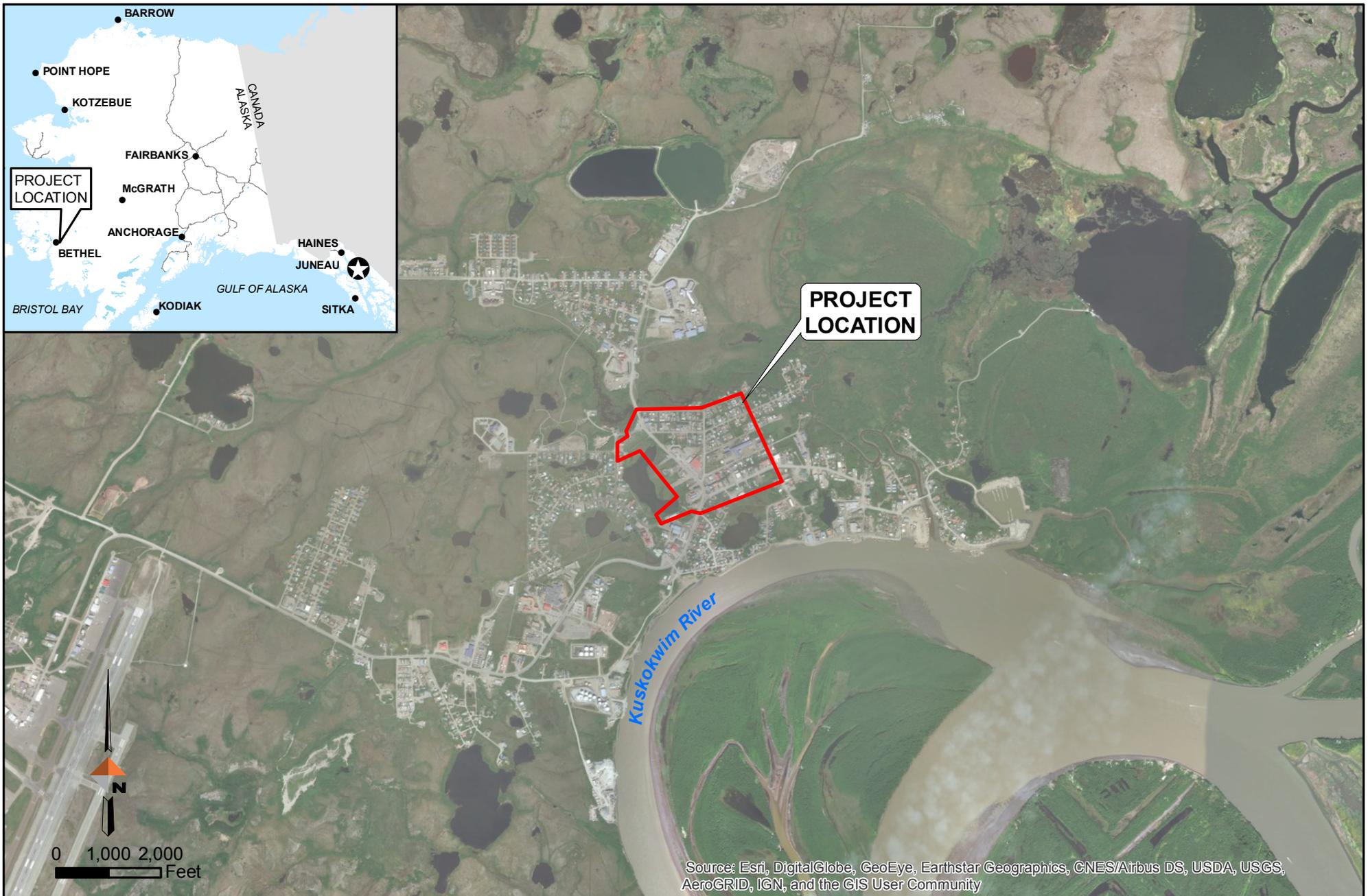
Bethel can experience flooding by the Kuskokwim River. Flooding in 1985 was three to four feet deep, which resulted in the flooding of several homes, while the flooding in 1988 was approximately five feet deep and flooded 600 homes. Bethel experiences constant erosion from the Kuskokwim River as it is located on the eroding bend of the river.

Bethel averages 16 inches of rain and 50 inches of snow per year. The temperature ranges from 42°F to 62°F in the summer to -2°F to 19°F in the winter.

Most land around Bethel has permafrost with combinations of wet and dry tundra. The permafrost conditions, poor surface drainage, proximity to the Kuskokwim River flood impact area, wind direction, and the presence of wetlands make much of the land around Bethel difficult to develop. Development in Bethel has resulted in a community with a small downtown and a gridded road system with concentrated mixed-use development. There is a limited supply of private land, and much of the private land is Native allotments. Native allotments pose difficulties for development. It can often take the Bureau of Indian Affairs years to research title and process a land sale. Land ownership is often held by more than 20 people, which can cause coordination and agreement complications, especially if one of the co-owners moves away or passes away. Additionally, Native allotments are often exempt from local land use regulations, which can result in a lack of reserved land for utility easements.

The community of Bethel is a major transportation hub for the Yukon-Kuskokwim (YK) Delta. The YK Delta has a population of about 26,000 people in its 56 remote villages. The hub nature of the community of Bethel makes it the most important in the region.

Bethel's economy is highly dependent on governmental services and the subsequent wages from government employment. Government jobs make up to 50 percent of the jobs in Bethel. Natural resources also play a significant role in the Bethel economy, as many of the residents rely on fishing and hunting for subsistence. Bethel has a small tourism industry that attracts people for birdwatching and sport fishing. The City of Bethel provides many services to its citizens, including water treatment and distribution, sewage collection and treatment, fire and police services, and solid-waste collection and disposal.



Location Vicinity Map
The Avenues Neighborhood Water & Sewer
Bethel, Alaska

| | |
|---------|---------------|
| PROJECT | 1529.50118.01 |
|---------|---------------|

| | |
|------|--------------|
| DATE | Jun 20, 2018 |
|------|--------------|

Figure 1
 62

Bethel is situated along the Kuskokwim River. The Kuskokwim River is the second largest river in Alaska, and is the primary river for shipping during the summer. During the winter, it freezes to form a 150-mile ice road that connects surrounding villages. Bethel has a well-used system of trails and boardwalks between buildings within the City, as well as access to surrounding communities. During the winter, the trails are used by snowmachines, dogsleds, cross-country skiers, and pedestrians. During the summer, the trails are used by All-Terrain Vehicles, bicycles, and pedestrians. Since 2008, a public bus system providing approximately 80 to 90 rides per day.

The Port of Bethel operates a small boat harbor, with dry land storage and approximately 5,000 feet of moorage along the seawall. Bethel's port serves more communities and passengers than any other in Western Alaska. The Bethel Airport is served by two major passenger airlines, two cargo carriers, and multiple air taxi services. It is a regional transportation center, and is the third busiest airport in terms of landings and take-offs in Alaska.

2.2 Environmental Resources Present

2.2.1 Land Use/Ownership

Ownership and land use for the area were determined from the City of Bethel Comprehensive Plan (2011). Land within Bethel is generally owned by the City, the Bethel Native Corporation, and other private land-owners including native allottees (Bethel 2011). Land use within Bethel is a mix of open space, public lands and institutions, residential, general use, industrial, and some preservation. There are no farmlands of prime, unique, or statewide importance present in the project area. No formally classified land or federal lands exist within the municipal limits.

2.2.2 Wetlands

A review of the United States Fish and Wildlife Service (USFWS) National Wetlands Inventory showed no wetland information for the region. However, the project area is within the Subarctic Coastal Plain ecoregion (Nowicki et al. 1995), which is characterized by low relief, the predominance of wetlands, and braided or meandering streams and rivers. Permafrost is widespread and vegetative cover generally consists of wet graminoid herbaceous communities. Therefore, wetlands are likely present in undeveloped areas.

2.2.3 Floodplains

The Federal Management Agency (FEMA) has mapped flood hazards for Bethel related to the Kuskokwim River floodplain. According to FEMA Map Panel 0201040042C (revised 8/25/2009), the base flood elevation of the floodplain in Bethel is 17 feet above mean sea level (amsl). The elevation of the project area is unknown, therefore consultation with the City will determine if a floodplain permit is required and if the bottom of the structures will be built above 17 feet amsl.

2.2.4 Endangered Species

A search of the USFWS Information for Planning and Conservation (IPaC) online database, indicated there are no threatened or endangered species within the proposed project limits.

2.2.5 Cultural Resources and Historic Sites

The Area of Potential Effect (APE) encompasses direct impact areas where ground disturbing activities may occur, staging areas temporarily disturbed during construction, and a 500-foot buffer to evaluate potential indirect impacts. A search of the Alaska Heritage Resource Survey (AHRs) was conducted on April 16, 2018 to identify previously recorded sites. The review included all the Project Location, while the APE has been determined to be the area of ground disturbance. One National Historic Register listed property is located on 3rd Avenue, south of the southernmost east-west run. Six additional buildings are recorded in the AHRs, but have not been evaluated for eligibility for the National Register. Review of aerial photographs by United States Department of Agriculture Rural Development (USDA RD), show no structures within the APE, and no predominate land features which would lend themselves to historic, cultural, or subsistence use.

2.2.6 General Fish and Wildlife

There are no Essential Fish Habitat or Habitat Areas of Particular Concern in the waterbody nearest the proposed project area: Browns Slough. Brown's Slough is anadromous (335-10-16600-2621) for sheefish and whitefish. No marine mammals are within the Bethel area. No in-water work will occur as part of the proposed project activities; therefore, impacts to Browns Slough are not anticipated.

2.3 Growth Areas and Population Trends

2.3.1 Areas of Growth

Growth in Bethel has accelerated due to the high costs of living in surrounding villages. Two of the fastest growing populations have been seniors and the youth. Residential growth is expected to continue within the Tundra Ridge Subdivision, Haroldsen Estates, Kasayuli Subdivision, and in the Blueberry Field Subdivision.

The construction of the Dr. Paul John Calricaraq Project (PJCP), the new Yukon Kuskokwim Health Corporation (YKHC) clinic, has resulted recent growth. Once finished (in 2019-2021), the PJCP, is expected to bring approximately 300 new full-time jobs to Bethel over 10 years. According to the YKHC project manager, 100 of there will be right away, and the others will be growth over the next 10 years.

2.3.2 Present and Projected Population

The City of Bethel has a current population of 6,241, with a 1.08:1 male-to-female ratio (Figure 2). During the 1880 census, which was just before the Moravian Church established a mission and gave the City its name, the area that is now Bethel had a population of 41 people. The population of Bethel has steadily increasing every year, as shown by the graph below. Bethel experienced a population growth of 11 percent from 2000 to 2010.

The 2010-2014 American Community Survey (ACS) established the median household income (in 2014 inflation-adjusted dollars) was \$78,190 (MOE +/- \$8,632). The per capita income for Bethel in 2010 from all sources was \$31,160. 71% of Bethel residents are employed according to State of Alaska Department of Commerce, Community, and Economic Development. About 12.3% of all residents had income below the poverty level.

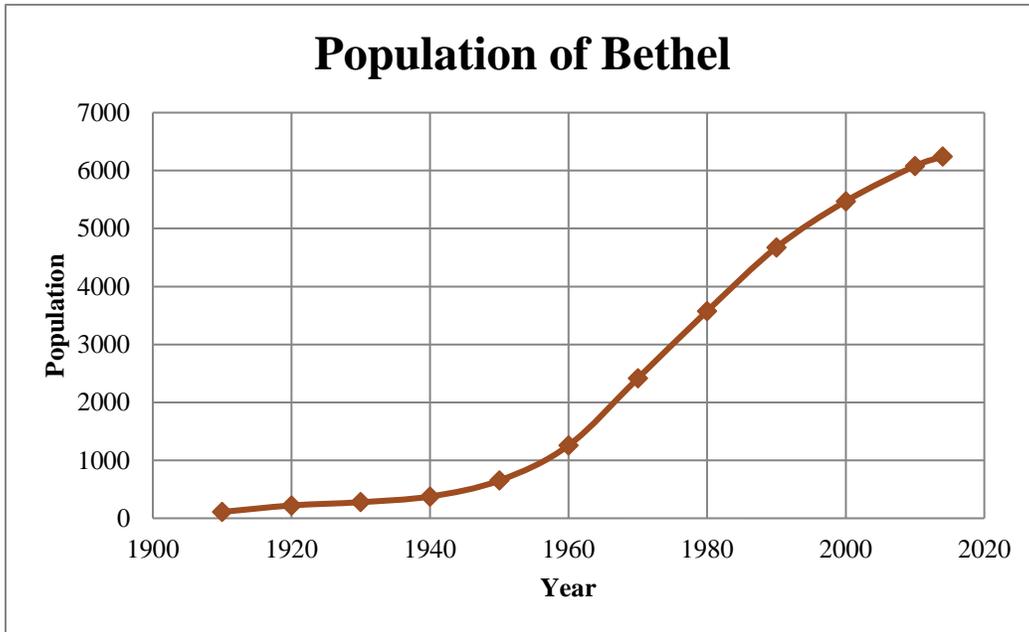


Figure 2: City of Bethel Population: 1910-2015

3.0 EXISTING FACILITIES

The City ruled that for health reasons, residents are no longer allowed to use honeybuckets. There are roughly 1,600 hauled water and sewer customers served by the City's hauled service fleet of water and sewer trucks. In contrast, only about 400 buildings have piped service.

3.1 Location, History, and Condition of Existing Facilities

3.1.1 *Hauled Water and Sewer*

The cost to deliver the service by pipe is markedly cheaper than the cost to deliver hauled service, and the lower cost is reflected in cheaper rates the residents pay for piped service. Piped residents pay \$176.11/mo. for water service and \$49.86/mo. for sewer service, or \$225.97 total per month. The average hauled customer pays \$350/mo. for both services. Figure 3 shows a typical home in "The Avenues" neighborhood with exterior water and sewer tanks.



Figure 3: Water and Sewer Tanks at existing Avenues residence

Residents on the piped system tend to use more water, which has been linked to better skin and respiratory health by the World Health Organization.

The actual City cost to produce and deliver water is more dramatic than the above rates indicate. According to the 2013 City of Bethel Rate Study (CH2M Hill), the cost to produce and deliver water via the haul system is \$62.04/1,000 gallons. The cost to collect and dispose of sewage via the haul system is \$64.05/1,000 gallons. The cost to produce and deliver piped water is \$26.18/1,000 gallons. The cost to collect and dispose of sewage via the piped system is \$9.52/1,000 gallons.

The City experiences difficulties with the occasional unwillingness of customers to pay, as well as issues of equity in the cost structure. Customers receiving service from the piped system have lower insurance rates due to proximity of fire hydrants. Additionally, piped service residents are un-metered, so they can use as much water as needed, while the haul-system residents are charged by their volumetric water use (based on tank size and number of deliveries per month).

The water haul trucks collect water at the City Subdivision Water Treatment Plant (CSWTP) (Figure 4). The CSWTP wellhead has a 10-inch diameter steel casing, and was drilled to a depth of 500 feet. A Grundfos 385-S400-4 6-inch diameter 40HP submersible pump is installed at 210 feet and delivers approximately 400 GPM. The CSWTP has a storage tank of 428,000 gallons.

The Bethel Heights Water Treatment Plant (BHWTP) wellhead has additional capacity to support the City's truck-hauling. The BHWTP wellhead was drilled in 1969 to a depth of 420 feet, and was installed with an 8-inch diameter casing. A Grundfos 385-S400-4 6-inch diameter 40HP submersible pump is installed at 214 feet and delivers approximately 400 GPM. A secondary well located outside of the plant in 1998 with a 10-inch diameter casing and same pump was drilled in 1998 to 211.5 feet. The BHWTP has a storage tank of 505,000 gallons.

According to daily treatment records, and the plant design flow-rates, both treatment plants are operating at approximately 20 percent of their capacity, which is sufficient excess capacity to handle additional piped water and sewer connections. Both these plants were constructed planning for future piped water and sewer projects.

Each well has a filling station for water trucks. The CSWTP station has a 5HP pump, while the BHWTP has a 3HP pump.



Figure 4: Water Truck filling up at City Subdivision Water Treatment Plant

The fleet of City water trucks are typically Ford Sterling LT 8500s with an estimated design life of 15 years. The trucks have a 3,000- to 4,000-gallon capacity tank and consume approximately 80 gallons of diesel fuel a week. The truck tanks are insulated and associated components (fill hoses and pumps) are protected against freezing. The trucks are stored in the 250 by 300 foot heated City Public Works storage building located on the outskirts of town. It takes the City approximately six days to serve all the residents. Approximately 15 minutes are spent servicing each residence, and the tanks are pumped to overflow. Residential tanks vary in size and style, which complicates the City's hauling frequency. However, seasonal weather changes do not greatly affect service efficiency. Approximately 26 people are employed by the truck-haul system at various levels.

The City's fleet consists of nine water trucks and nine sewer trucks. Most of the City's fleet is approximately 20 years old and needs replacement. The City was approved to purchase eight new sewage haul trucks through an existing project with USDA Rural development. The City still needs to replace six water trucks. Three of the water trucks have been replaced within the last 5 years.

Recently, the City has also been issued warnings by the State of Alaska Department of Transportation (DOT&PF) following a July 19, 2017 inspection. The City's three axle haul trucks can only weight 42,000 pounds in accordance with DOT&PF weight restrictions (17 AAC 25.100(a)). This means that most of the City's trucks, despite having 3,000+ gallon capacity, can only haul 2,100 gallons at a time. The City trucks with 4,000-gallon capacity can only legally carry 3,000 gallons. In spring months (April, May, June), weight restrictions are tightened even further - to 75 percent of allowable load.

The trucks that haven't been replaced need to be replaced with new trucks because of part scarcity, and because operating the trucks at partial capacity is inefficient. The fleet could be replaced with a fleet of newer models, with longer configurations, which would allow for greater total vehicle loads. Weight restrictions are based on length of vehicle and number of axles, so longer trucks with more axles can carry more weight.

The City keeps track of all insurance claims from water and sewer related truck incidents. One reason the City has identified the need to transition away from water and sewer haul trucks is the number of truck incidents and the impacts it has on the City's insurance.

Table 1: 2012- 2017 Water and Sewer Truck Reportable Incidents

| | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------------------------|
| Truck struck vehicle when entering/leaving customer premises | 0 | 2 | 1 | 0 | 2 | 1 | 4 | 0 | 0 | 1 | 3 | 0 | |
| Truck struck building or damaged property | 2 | 0 | 0 | 1 | 1 | 6 | 1 | 3 | 0 | 1 | 0 | 0 | |
| Overflow tank while delivering water | 1 | 0 | 2 | 0 | 1 | 3 | 0 | 5 | 0 | 0 | 0 | 0 | |
| Pumped sewage into house | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Truck rollover | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Missed scheduled sewer pick-up | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | |
| Stuck in driveway/Property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Monthly Totals | 3 | 3 | 3 | 2 | 5 | 10 | 5 | 9 | 0 | 2 | 3 | 0 | 45 |
| | | | | | | | | | | | | | Total Incidents |

The cost to operate the hauled water and sewer system does account for insurance payments. Table 2 shows the total value of claims of water and sewer truck incidents made in the last three years. The value of these claims is passed on to the City in their insurance premiums. Reduction in the size of the hauled fleet will reduce claims and premiums.

Table 2: 2014-2017 Cost of Incident Claims

| Insurance Year | Insurance Claims Total Payout (\$) |
|----------------|------------------------------------|
| 2014-2015 | \$84,343 |
| 2015-2016 | \$33,841 |
| 2016-2017 | \$270,871 |

3.1.2 The Avenues Project Area

The City of Bethel serves approximately 118 customers in the Avenues by hauled water and sewer trucks. If all vacant lots were occupied this would rise to approximately 130 residences.

There is no piped water in this neighborhood. There is only one existing sewer main in this neighborhood that goes north to south between parcels between 7th Avenue and 6th Avenue (Figure 5). It then goes south along Ridgecrest Drive from 6th Avenue to the easement located between 6th Avenue and 5th Avenue (Figure 6). It then goes east to cross Willow Street and

continue to Main Street, at which point it turns southeast to cross 5th Avenue to Kilbuck Lift Station (Figure 7). This existing sewer main provides a convenient tie in point for transitioning the neighborhood over to piped sewer. The existing sewer main is roughly 35 years old and only serves Kilbuck school and approximately 3 residences and 2 businesses. The existing sewer main appears in Figure 8 and 11.

This neighborhood takes two water truck drivers and two sewer truck drivers two and a half days to complete the subdivision routes each week. The cost to operate the truck-haul system is directly proportional to the length of each haul. However, the rate structure is based on the number of haul trips and volume of water and wastewater. The lower cost of the shorter hauls balances the increased costs of the longer hauls. However, as more houses close to the center of the community are serviced by piped water and sewer, there are fewer short hauls. The subdivisions that are farther from the haul-points would not be offset by the subdivisions close to the haul-points, if the all the close subdivisions are piped.



Figure 5: Existing Sewer Main in the Avenues



Figure 6: Existing Sewer Main Going South Along Ridgecrest Drive



Figure 7: Kilbuck Lift Station

The two lift stations that would receive wastewater from this area are the “Main” Lift station and the “Kilbuck” lift station.

All wastewater in Bethel flows through the Main Lift Station, from which wastewater is pumped to the lagoon. The lift station has three variable speed pumps with a capacity of 2,130 GPM with

all three operating at high speed. With only one operating at full speed, the pump flow-rate drops to 1,475gpm. The influent truck line is an insulated 8-inch diameter Schedule 40 steel pipe, and the discharge truck line is an insulated 10-inch high-density polyethylene pipe. The Main lift station has adequate capacity to handle increased flow from the Avenues neighborhood. The existing pump run times at the Bethel Main Lift Station appear to be less than three hours/day.

The Kilbuck Lift Station has capacity to handle approximately 103 GPM at 31 feet (TDH), which handles the current influent with minimal pump run time. Not all of the wastewater from the Avenues would be pumped by the Kilbuck lift station, so it appears this has adequate capacity. The City is working on replacement of the controls at Kilbuck lift station to increase the life of the lift station. The improved controls would be compatible with new Variable Frequency Drive pumps which could be upsized, if during design the Kilbuck capacity was found to be low. The two lift stations (and all other City owned) are shown in Figure 8.

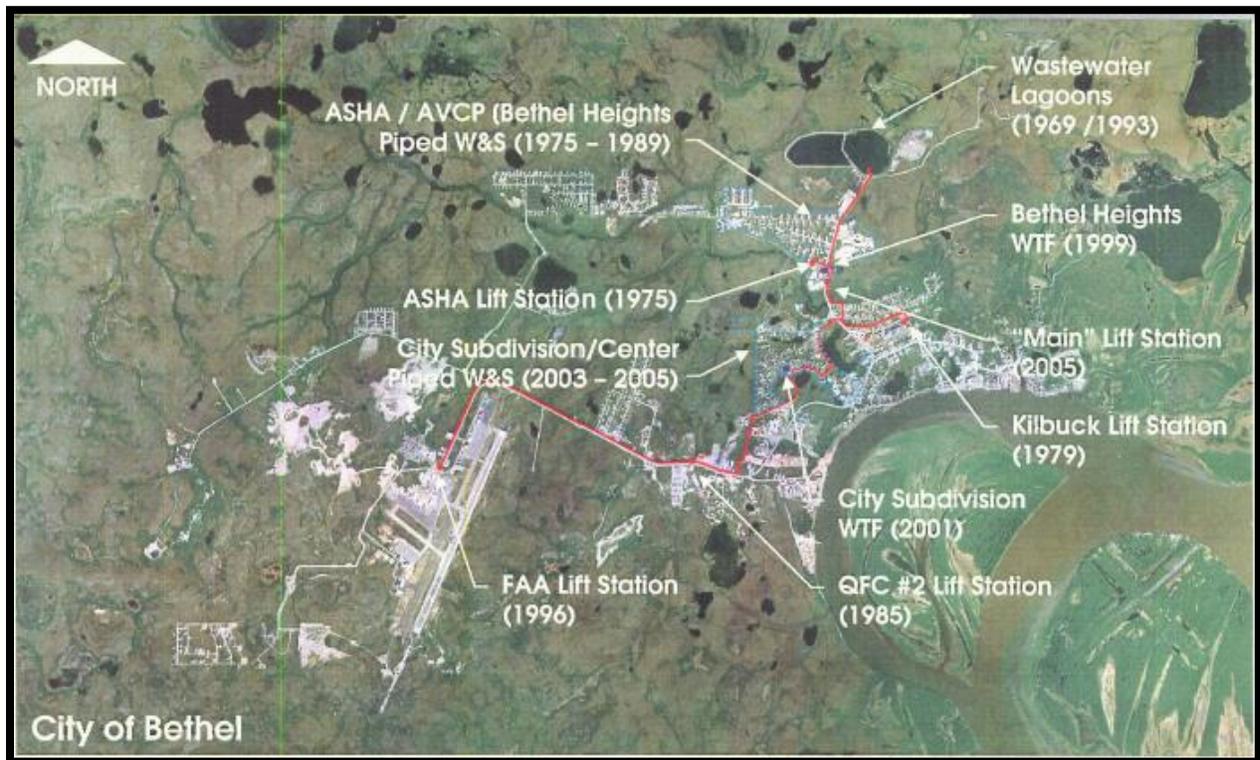


Figure 8: Existing Water and Sewer Service

Throughout much of the community, and adjacent to the project area, water and sewer mains run together. An example of this is shown in Figure 9.

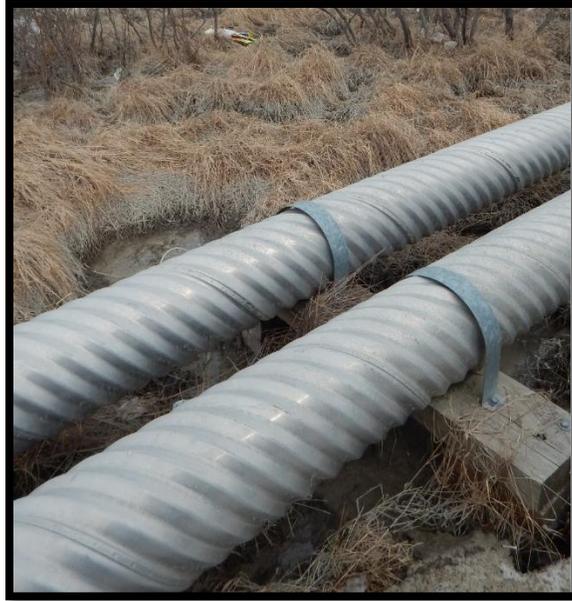


Figure 9: Water and Sewer Mains Located Along the Southern Side of Arthur Dull Lake

The Tundra Women's Coalition on 6th Avenue operates its own well to produce running water for its building. In accordance with Bethel Municipal code this well would be abandoned and the facility would be hooked up to the adjacent water and sewer mains.

3.2 System Operation and Maintenance

3.2.1 *Management Adequacy*

Operation and maintenance of public water and sewer systems is the responsibility of the City of Bethel Department of Public Works (DPW). The DPW manages a fleet of equipment, including work trucks, water and wastewater haul trucks, dump trucks, excavators, tractors, loaders, generators, and tools.

The advantage of a piped system over hauled is that Operations & Maintenance (O&M) costs are lower and sanitation conditions are better. The disadvantage of a piped system is the increased potential for pipe freezing, and the higher initial capital costs.

Heavy loads transported by the water and sewer haul trucks damage the roads in Bethel. A piped system would decrease use of haul trucks, which would decrease future road repair needs.

The 2013 utility rate study for the City of Bethel identified a path to make the whole utility financially solvent. The path is in its second year of implementation. The City has implemented a subscription fee for water and sewer funds, but the reserve is not sufficient to cover capital improvements. These must be funded through loan and grant opportunities.

According to the 2013 utility rate study, current sewer system revenues are approximately \$2.5 million annually. Hauled sewer service revenue accounts for approximately 61 percent of

this total, even though hauled sewer services only account for approximately 30 percent of total wastewater volume.

In years when the water and sewer utility has been over-budget, the City has had to dip into the City general funds. The proposed utility rate structure increase has potential to build up reserves for future emergency repairs if properly accounted for in an R&R account.

The life of water and sewer infrastructure in Bethel, and other arctic and sub-arctic communities, is short. The anticipated life of various water and sewer components is shown in Table 3.

Table 3: Anticipated Life Expectancy of Various Water and Sewer Components

| Components | Useful Life (Years) |
|---------------------------|----------------------------|
| Storage tanks | 40 |
| Water distribution lines | 40 |
| Sewage collection lines | 30 |
| Lift station (not pumps) | 30 |
| Wells | 30 |
| Buildings | 30 |
| Service connections | 15 |
| Trucks | 15 |
| Meters | 10 |
| Pumps | 10 |
| Paint (exterior) | 10 |
| Valves | 10 |
| Backhoes (occasional use) | 10 |
| Tracked vehicles | 5 |
| Pumps and Controls | 5 |
| Compressors | 5 |

3.3 Growth

3.3.1 Projected Growth

According to the Alaska Department of Labor and Workforce Development (DLWD) 2012 report, “Alaska Population Projections 2012 to 2042,” the Bethel Census Area, as of 2012, had a total population of 17,600. This report projects the population of the Bethel Census Area to be 19,246 by 2022 and 22,200 by 2032.

The City is growing disproportionately to the rest of the census area. For the purpose of this PER, the City of Bethel is assumed to be growing at 1.1 percent, which is in accordance with the Water Loops A, B, C, & Lagoon PER prepared by Larsen Consulting Group, LLC in 2013, and is fairly consistent with DLWD projections. This yields the population projection shown in Table 4.

Table 4: Projected Population for Planning Period

| Year | Projected Population |
|-------------|-----------------------------|
| 2015 | (Actual) 6,241 |
| 2025 | 6,962 |
| 2035 | 7,767 |

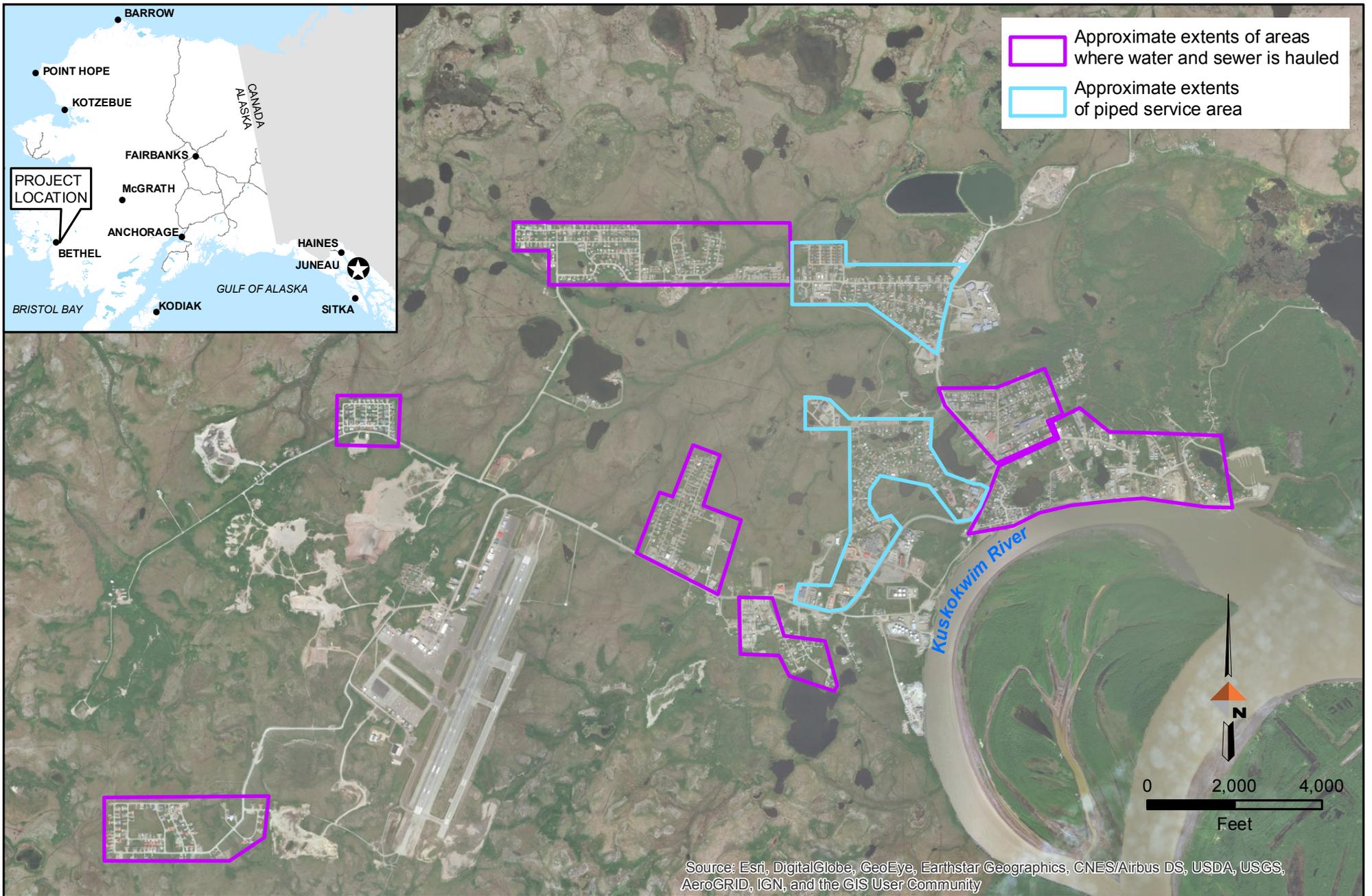
3.3.2 Estimate of New Customers

The 2013 City of Bethel Water and Sewer Cost Allocation and Rate Study (Rate Study) prepared by CH2M Hill, Inc. assumed that new customers, both commercial and residential, would grow at an annual rate of one percent. The City currently has approximately 1,600 water and sewer customers. Approximately 70 percent of these customers are on the hauled systems. This percentage does not correspond proportionally to the volume of hauled wastewater, because most of the major wastewater producers in town are within the 30 percent that receive piped sewer collection. The City is pushing to transition to a piped network throughout the community, but given that most new developments/subdivisions are occurring far from the piped networks, transitioning to a piped network is cost restrictive. In areas of high density, located in close proximity to the existing piped network, transitioning is less cost restrictive. Table 5 projects the growth in hauled customers.

Table 5: Projected Hauled Services for all of Bethel

| Year | Total Projected Hauled Services |
|-------------|--|
| 2015 | (Actual) 1,125 |
| 2025 | 1,242 |
| 2035 | 1,372 |

Approximately half of Bethel’s customers have their wastewater collected and brought to the sewage lagoon. The other half has sewage hauled to the lift station near the airport (QFC#2). This project directly impacts what is done with wastewater from approximately 130 services. The delineation between hauled and piped sewer services, in this area and throughout Bethel, is shown in Figure 10.



Extent of Sewage Haul Service Areas
The Avenues Neighborhood Water & Sewer
Bethel, Alaska

| | |
|---------|---------------|
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Figure 10
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4.0 NEED FOR PROJECT

4.1 Health, Sanitation, Security, and Safety

The primary reason to transition from a hauled water and sewer system to a piped water and sewer system is to improve sanitary and safety conditions to reduce the chances for a human disease event. The current system requires storage of sewage at residences for prolonged periods of time, which increases the likelihood of spillage.

Additionally, the truck-haul system introduces inherent dangers due to the increased potential for vehicular accidents and increased traffic. The trucks often exceed weight limitations, and can have access issues in arctic road conditions. The City has multiple accidents each year with truck drivers backing into private property. The storage tanks are often hard to find and back-up to, which can be challenging for new haul drivers. The City is continually replacing its drivers as these positions are low paid and have high turn-over rates.

4.2 Regulatory Compliance Concerns

The need for the project is not specifically related to a regulatory compliance issue. The existing infrastructure will soon lose its intended functionality.

As previously discussed, the haul-trucks can only be partially filled because of weight restrictions levied by the State of Alaska Bridge Law. Replacement of the fleet with newer, longer configuration trucks, is required.

4.2.1 Flooding and Wetlands

The entire community of Bethel sits adjacent to the Kuskokwim River and within the broader context of the Yukon-Kuskokwim Delta. FEMA Flood Insurance Rate Maps (FIRM) were reviewed to determine approximate flood risks for the project area.

Much of the project area, as shown in Figure 1, falls within the expected 100-year floodplain (1-percent annual chance of a flood), particularly the areas in proximity to the unnamed tributary that drains the project area to the Kuskokwim River. The remainder of the project area is listed as having “undetermined flood hazards, with flooding possible” (FEMA 2011).

Due to its location and proximity to the Kuskokwim River, construction of any new structures should take into account the possibility of floods and flooding. A proposed lift station should be constructed with enough clearance above ground level to allow for floodwaters.

4.2.2 Alaska State Historic Preservation Office (SHPO)

A review of the AHRS list, on October 7, 2015, indicated that there are known cultural resources in the vicinity of the project and its various alternatives. However, there are no known resources in the immediate vicinity of the existing sewage lagoon and truck dump jetty. The Bethel airport has been evaluated for eligibility as a historic resource and was found to be ineligible. There are, however, a number of sites in the old town center, generally between 3rd Avenue and 6th Avenue. None of the proposed project alternatives are located in this area.

4.2.3 Biological Resources (United States Fish and Wildlife Service)

An investigation into threatened and endangered (T&E) species and critical habitat, via the USFWS Information for Planning and Conservation (IPaC) system, on July 31, 2015, indicated no T&E species or critical habitat areas in or near the project area. Migratory birds are known to nest and breed in this part of Alaska; however, it is unlikely that they would nest and breed within the more densely populated part of Bethel. Regardless, vegetative clearing in support of additional development should occur outside of the USFWS migratory bird nesting window (May 5 to July 25), as defined for this area of Alaska.

Bethel sits on the true right bank of the Kuskokwim River, which is listed as an anadromous waterway. According to the Alaska Department of Fish and Game (ADF&G) anadromous waters catalog, the Kuskokwim River hosts all five species of Pacific salmon: Chinook salmon (*Oncorhynchus tshawytscha*), Coho salmon (*Oncorhynchus kisutch*), Chum salmon (*Oncorhynchus keta*), Pink salmon (*Oncorhynchus gorbuscha*), Sockeye salmon (*Oncorhynchus nerka*), as well as arctic lamprey, Pacific lamprey, Humpback whitefish (*Coregonus oidschian*), Least cisco (*Coregonus said*), Sheefish (*Stendous leucichthys*), and Whitefish (ADF&G 2011).

Vegetation communities in the Yukon-Kuskokwim Delta are wet sedge and moss communities (Raynolds et al. 2005). Wetlands are dominated by sedges, grasses, crowberry, and sphagnum mosses.

4.2.4 Water Resources

The USFWS National Wetlands Inventory (NWI) was reviewed to determine wetland presence and extent in the project area. Unfortunately, the NWI does not contain mapping data for Bethel and its surroundings.

However, given its location in the YK Delta and based on aerial photointerpretation, it is highly likely that much or most of the project area and vicinity is comprised of wetlands. The undeveloped terrain appears to consist of small ponds, sedge meadows, and palustrine and riparian shrub margins.

The Kuskokwim River lies just southeast of the project area, and an unnamed tributary thereof appears to drain most of the project area.

Best management practices (BMPs) to avoid and minimize erosion and to control sedimentation during construction will be implemented to minimize impacts to water resources. The project will have an Erosion and Sediment Control Plan from which the Contractor will also prepare a Storm Water Pollution Prevention Plan (SWPPP) and a Hazardous Materials Control Plan (HMCP). These plans would detail erosion and siltation control measures and other pollution prevention measures that would be used during project construction to minimize impacts to surface water.

5.0 ALTERNATIVES CONSIDERED

5.1 Alternative One - No-Build

5.1.1 Description

The “No-Build” alternative is to continue using the existing haul system for the Avenues. Residents in the Avenues area will see no difference in cost, quality, or quantity of water to their homes. The City would continue to replace water and sewer trucks every fifteen years and continue to deliver water and sewer as they currently do. This alternative would result in minimal change to operations and practice.

5.1.2 Environmental Impacts

There are no additional environmental impacts resulting from the No-Build Alternative. The City’s haul trucks would continue to have wear impacts on DOT&PF and City roads, resulting in more frequent roadway upgrades.

5.1.3 Land Requirements

The No-Build alternative does not have specific land requirements, as nothing would be constructed with this option. The City’s haul trucks would continue to be stored at the Department of Public Works shop.

5.1.4 Advantages and Disadvantages

The advantage to No-Build is low capital cost. The only capital costs are the recurring cost to replace trucks. The replacement frequency for the City’s haul trucks is every fifteen years. Additionally, there will be no disturbance to daily life and commerce that would ordinarily occur during construction. Construction of other alternatives could potentially take multiple years.

The disadvantage is that No-Build results in high O&M costs for the City to produce and deliver water and collect and dispose of sewage.

Retention of truck drivers is a constant challenge for the City and new drivers have often resulted in traffic incidents, another expense to the City.

5.1.5 Construction Challenges

There are no construction challenges associated with this alternative.

5.1.6 Cost Estimate

5.1.6.1 Capital Cost

There is no construction cost associated with this alternative. The only costs associated with this alternative is the cost to replace trucks, and the cost to provide water and sewer with the haul-systems. Assuming a 25-year design life, new water trucks would be immediately procured, and then again at year 15. The sewer trucks would require replacement at year 15. The trucks at the end of the design life would have some salvage value.

5.1.6.2 *Operation and Maintenance Cost*

The O&M costs are the cost to continually deliver and collect water and sewage via the hauled network. These costs are shown in Table 6. An interest rate of 0.4% was used based on an average of the 20 (0.2%) and 30 (0.6%) year discount rates published by the White House Office of Management and Budget Circular A-94.

Table 6: O&M Costs of Alternative 1

| Operation and Maintenance Cost | Quantity | Present Value of Expense |
|---------------------------------------|---------------------------------------|---------------------------------|
| Water Delivery Cost | 12,921,000 gallons/year | \$19,035,000 |
| Sewage Collection Cost | 12,921,000 gallons/year | \$19,652,000 |
| | Present Value of O&M Costs | \$38,686,000 |

5.2 Alternative Two: Phased Piped Water and Sewer System

5.2.1 *Description*

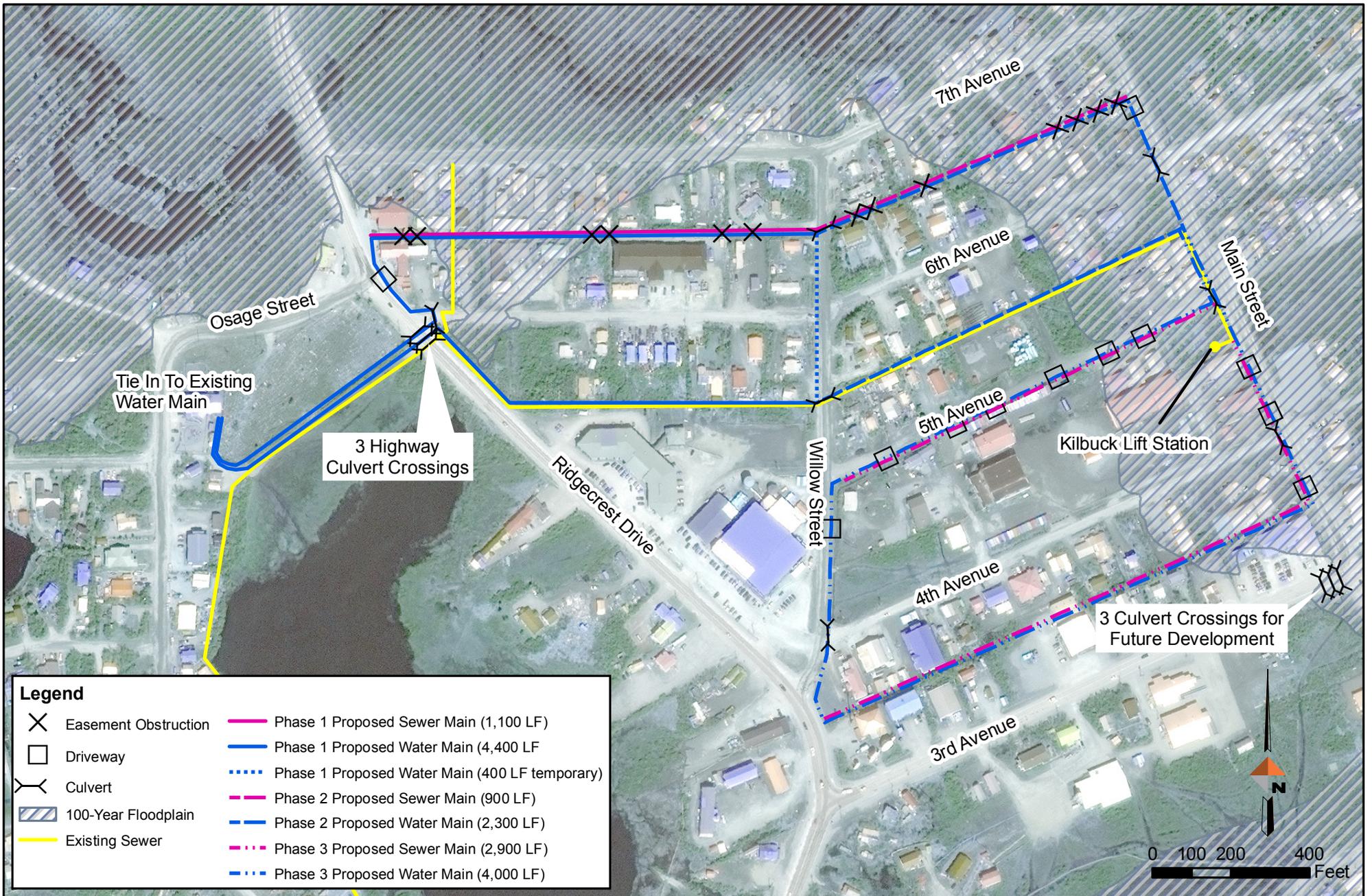
This alternative provided piped water and sewer to the Avenues area over the course of multiple years. This alternative was considered because the capital cost of a full-build out in one phase may not be financially possible for the City. This alternative is made of three phases, and each phase would end in a substantial completion that would allow that part of the project to be up and running. Additional water trucks would be procured for the Avenues area as part of this alternative, because the phased build out would take several years.

The water and sewer pipe alignments are discussed in detail in this section. The water mains would be designed to provide constant circulation, and the sewer mains would be designed to work with combined (multiple buildings combining flow into one central lift station) or independent residential lift stations. A piped network would provide fire protection to the neighborhood, as new hydrants would be constructed throughout the project area.

Some of the proposed improvements for this alternative occur in areas below the 100- year flood elevation. This is unavoidable because the homes/businesses this project targets are in this area. Design and Construction measures will be taken to “flood-proof” the proposed improvements, as required by Bethel Municipal Code. The water and sewer pipes will be kept as close to the ground as possible to allow flood waters to pour over the pipes if a flooding event occurs. The pipes will also be fastened to the ground by the pipe supports, to restrict the pipes from “floating off”. In certain areas where there is an existing roadway embankment made of imported fill, the pipes may be buried.

The existing Kilbuck lift station will be improved as part of this alternative. The existing wet well will be re-used, but the pumps, rails, and other appurtenances will be replaced to extend the life of the lift station. No ground disturbance will be included with the Kilbuck lift station improvements.

Figure 11 shows the pipe alignments and proposed phases for this alternative.



Alternative 2 - Phased Approach
 The Avenues Neighborhood Water & Sewer
 Bethel, Alaska

| | |
|-----------|---------------|
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| Figure 11 | |
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Phase 1:

The proposed water main will tie in to the existing water main near the Youth Center on Osage Street. It will then follow the existing sewer main northeast and cross Ridgecrest Drive. The water main will then continue north along Ridgecrest Drive to the easement located between 6th and 7th Avenue, and follow the easement to Willow Street. The water main will then head south to cross 6th Ave to follow Willow Street until it reaches the easement between 5th Avenue and 6th Avenue. The water main would then follow the easement west to Ridgecrest Drive, at which point it would follow Ridgecrest Drive northwest to cross Ridgecrest Drive, and then follow the existing main path to tie in to the existing water main near the Youth Center on Osage Street.

The proposed sewer main will branch off from the existing sewer main that runs perpendicular to the easement located between 6th and 7th Avenue to extend east to Ridgecrest Drive and west to Willow Street.

Phase 2:

The water and sewer mains in the easement between 6th and 7th Avenue will cross Willow Street and continue along the easement to Main Street.

The water main will then continue southeast to cross 6th Avenue, and then run southwest along the easement between 5th and 6th Avenue to cross Willow Street and connect with the water main constructed in *Phase 1*.

The section of water main installed in *Phase 1* that runs north and south between the easement between 6th and 7th Avenue and the easement between 5th and 6th Avenue will be abandoned as Phase 2 is brought on-line at the end of Phase 2 construction. This section would be removed because no water services would originate from it, and to ensure circulation in the larger loop- this section would need removal.

Phase 3:

The proposed water main will tie in to the main constructed in Phase 2 at the intersection of the easement between 5th and 6th Avenue, and Main Street. The main will travel south to cross 5th Avenue, 4th Avenue, and then travel southwest along the full extent of the easement between 3th and 4th Avenue until Willow Street. It will then travel north to cross 4th Avenue and travel north along Willow Street. The main will then travel northeast along the southern side of 5th Avenue until Main Street, at which point it will travel north to cross 5th Avenue and to tie in to the main constructed in Phase 2.

The proposed sewer main will tie in to the existing Kilbuck Lift Station and travel south to cross 4th Avenue to turn southwest to travel the full extent of the easement between 3th and 4th Avenue. Another proposed sewer main will tie in to the existing sewer main near Kilbuck Lift Station, and travel southwest along 5th Avenue until Willow Street.

5.2.2 Environmental Impacts

Floodplains: Prior to project construction or ground disturbing activities within naturally vegetated areas, authorization for fill in wetlands would be obtained. The City of Bethel currently administers a General Permit, issued by the Corps per Section 404 of the Clean Water Act, that authorizes work in wetlands. This project is anticipated to qualify for this general permit.

Wetlands: The proposed action consists of modifying existing structures or installing new facilities within the 100-year floodplain. The elevation of the project area is unknown, therefore consultation with the City of Bethel will determine if a floodplain permit is required and if the bottom of the structures will be built above 17 feet amsl.

Biological Resources: Although this project would not bisect or fragment wildlife habitat, the proposed action would disturb 32,000 square feet of previously disturbed lands. Disturbed areas would be stabilized to prevent the introduction and spread of invasive species. Removal of shrubs and trees would occur outside of the USFWS migratory bird window (April 15 to July 15).

Historic and Cultural Properties: DOWL's finding and recommendation is that there will be no effects to buried historic properties within the APE due to minimal subsurface impacts, and the lack of previously recorded sites within the APE. Although one site is located within the APE, the project will not have any direct effects on the building. Construction will occur adjacent to the structure at the existing pipe with the addition of the intercept. Construction would create increased dust and noise at the site. The effects of this action would be short-term and not alter the location, setting, design, materials, workmanship, feeling, or association or otherwise create adverse effects to the historic property. No adverse effects to historic properties are anticipated from the project.

5.2.3 Land Requirements

The above-grade arctic pipes are placed on driven pile foundations or on timber supports. A driven pile or timber support will be required every 10 feet to support the arctic water and sewer pipes. The actual ground penetrations for each pile are less than 1 square foot. The total ground disturbance to place the pipe on the ground is minimal. To construct the pipe networks, an area approximately 10 to 15 feet wide is required (which is why easements tend to be 10 to 15 feet wide). The proposed alternative as described above would result in a total of 16,000 linear feet of water and sewer pipe. The footprint of the pipe would be roughly 32,000 square feet.

The elimination of residential water and sewer tanks will free up significant amounts of land on each privately-owned parcel. Residents could elect to keep their water and sewer tanks for back-up.

5.2.4 Advantages and Disadvantages

Alternative 2 provides the City with an alternative that phases the project. It would be a step-by-step approach to bringing The Avenues piped water and sewer.

The fully built out alternative improves sanitation conditions on each private property by eliminating the sewage tank and it will reduce the City's O&M costs.

Providing piped water to this neighborhood also has the major advantage of providing fire hydrant coverage, making it a safer neighborhood. Individual residents could also see a decrease in insurance rates because of the improved fire hydrant coverage.

The haul trucks procured for this alternative would be re-used in other parts of the community as they would no longer be needed in The Avenues.

The disadvantage of Alternative 2 is it has a high initial capital cost. It will also require a multi-phase approach that will span construction over the course of several summer seasons.

5.2.5 Construction Challenges

Pipes will be placed in easements and along the City roads. Many of the easements have significant encroachments (e.g. homes, sheds, old vehicle). While it is technically the responsibility of the homeowner to keep easements open, this has not been standard practice in Bethel. Many residents may not have money available to relocate items in easements.

Another construction challenge will be to transition each residence over to the new City water and sewer mains. Each residence has a unique plumbing system, and it is not possible to engineer each connection. Many of the connections will have to be field engineered with a certified plumber and a project representative from the design team.

Homeowners may not want to remove their water and sewer tanks, even though it would free up valuable space on their property. If this is the case, the water and sewer tanks could be left in place, with back-flow prevention between the tanks and the City mains.

5.2.6 Sustainability Considerations (Energy Use)

Hauled water and sewer costs more because it takes more resources than piped water and sewer. Piping water is a more energy efficient way of providing the same service.

5.2.7 Cost Estimate

Assuming a three-phase approach, over three to five years, is taken to construct this alternative, the present value of the capital costs are shown in Table 7. The capital cost for Phase 1 does include the procurement of two new water trucks immediately. These trucks would be used to deliver water for The Avenues area until the project is built out in three to five years. The water trucks would then be used to service other areas of Bethel. Detailed capital and O&M cost breakdowns are available in Appendix A.

Table 7: Capital Costs of Alternative 2

| Phase | Capital Cost | Present Value of Capital Cost |
|--|---------------------------------------|--------------------------------------|
| Phase 1 (Including two haul trucks, and three DOT&PF Highway Culverts) | \$5,150,000 | \$5,150,000 |
| Phase 2 | \$3,020,000 | \$3,010,000 |
| Phase 3 | \$4,590,000 | \$4,560,000 |
| | Present Value of Capital Costs | \$12,720,000 |

The City would continue to haul water and sewer to the neighborhood as the project is built out. Hauled water and sewer costs for the first three years were calculated into the overall O&M costs for this alternative (Table 8).

Table 8: O&M Costs of Alternative 2

| O&M Cost | Total Annual Cost | Present Value of O&M Cost |
|---|---------------------------------------|--------------------------------------|
| Hauled Water Cost (For Three Years) | \$802,000 | \$2,386,000 |
| Hauled Sewer Cost (For Three Years) | \$828,000 | \$2,463,000 |
| Piped Water Cost (For years Four to Twenty-Five) | \$338,000 | \$7,026,000 |
| Piped Sewer Cost (For years Four to Twenty-Five) | \$123,000 | \$2,555,000 |
| | Present Value of O&M Costs | \$14,429,000 |

5.3 Alternative 3: Single Phase Piped Water and Sewer Alternative

5.3.1 *Description*

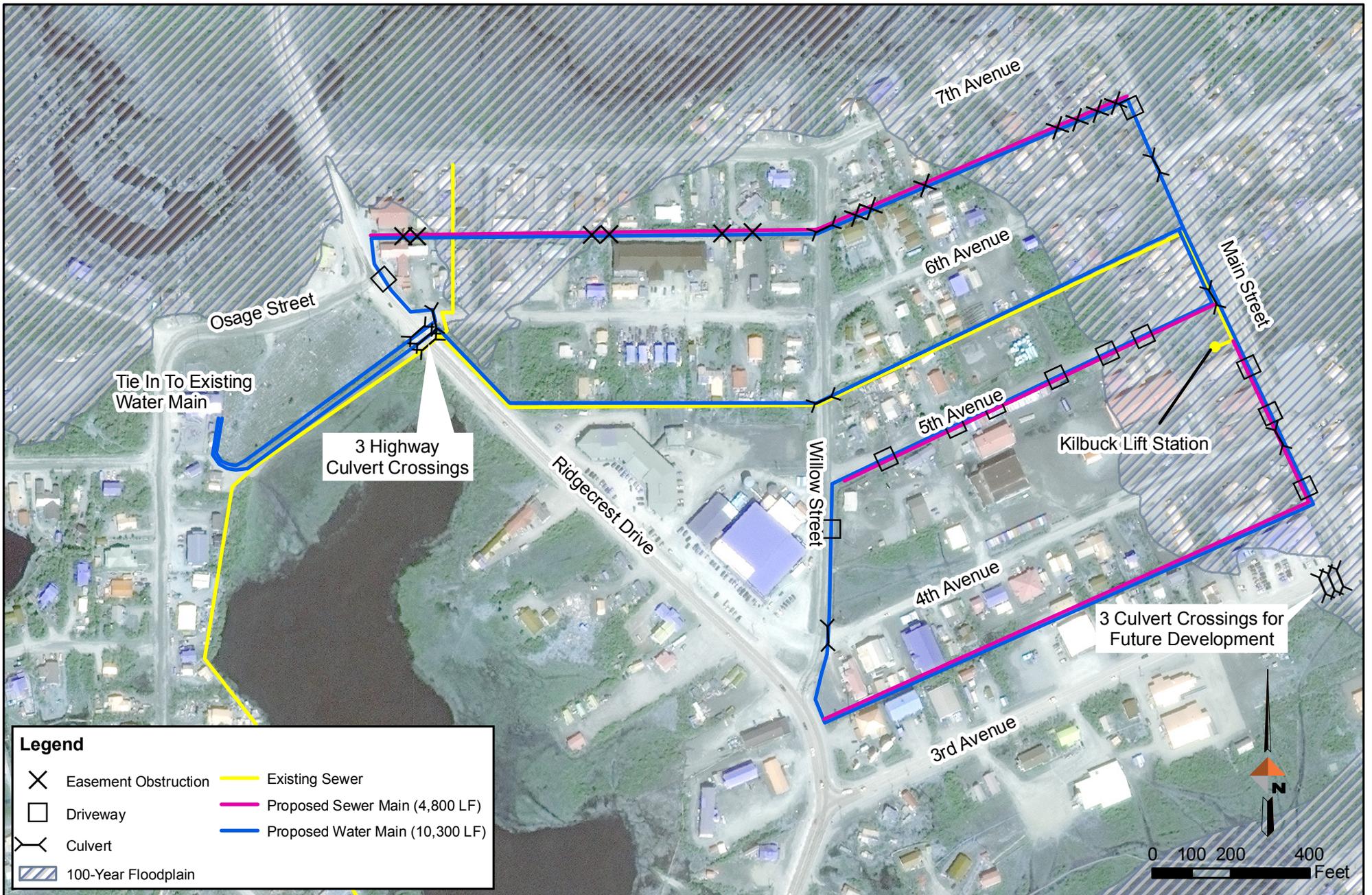
The City also has the alternative of building out the entire piped network in one single phase. This has many advantages over a phased approach including the following:

- This would eliminate the need to procure water trucks for the project area;
- It would eliminate multiple mobilizations over several construction seasons;
- Larger projects will increase bid competition resulting in better unit costs;
- It would eliminate stretches of water and sewer main that would be constructed as “temporary” to go from phase 1 to phase 2 and phase 2 to phase 3.

The alignment of the pipes would be similar to what is proposed in Alternative 2, but the build-out would be in one single phase. The capital cost of this alternative is significantly higher than the Alternative 1, but has decreased O&M cost. The capital cost of this alternative is also less than that of Alternative 2. The life cycle cost of this alternative is the lowest of all the alternatives.

The land requirements and construction challenges are no different than Alternative 2 (Figure 12). The elimination of the need for trucks does have a positive impact on environmental impacts, because going straight to a piped network would eliminate the need for trucks for the neighborhood.

The same flood proofing measures will be taken for Alternative 3 as Alternative 2, and the same improvements to Kilbuck lift station are proposed.



Alternative 3 - Single Phased Approach
The Avenues Neighborhood Water & Sewer
Bethel, Alaska

| | |
|---------|---------------|
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Figure 12
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5.3.2 Capital Cost

The capital cost for this alternative is the lower than the phased approach because it builds out the entire project area in a single phase because the City would not be paying for multiple mobilizations and it eliminates the need to construct temporary water mains to go from one phase to the next. This alternative also eliminates the need to procure trucks for this area. The anticipated construction would take approximately one year.

The capital cost estimate includes three culverts to be placed along the Chief Eddie Hoffman Highway, and the cost of three additional ones along 3rd Avenue, near the Nicholson’s gas station. The culverts would serve as a conduit for the piped water and sewer pipes to pass through for development of water and sewer on the south side of 3rd Avenue (Table 9).

Table 9: Capital Costs of Alternative 3

| Phase | Present Value of Capital Cost |
|------------------------|--------------------------------------|
| Single Phase Build Out | \$11,990,000 |
| | \$11,990,000 |

5.3.3 Operations and Maintenance Costs

The O&M costs for this alternative consist of providing piped water and sewer to residents and commercial users in the project area for the 25-year life of the project (Table 10).

Table 10: O&M Costs of Alternative 3

| O&M Cost | Total Annual Cost | Present Value of O&M Cost |
|---|---------------------------------------|--------------------------------------|
| Piped Water Cost (For Twenty-five Years) | \$338,000 | \$8,032,000 |
| Piped Sewer Cost (For Twenty-five) | \$123,000 | \$2,921,000 |
| | Present Value of O&M Costs | \$10,953,000 |

5.4 Other Alternatives Considered

5.4.1 Other Piped Water and Sewer Alternatives

At least four other alternative pipe alignments were considered for either a phased build-out alternative or a single-phase approach. These alternatives were eliminated based on the following considerations:

- Higher per capita/parcel cost
- City’s preference to locate water and sewer mains in easements and not along roadways

For a detailed assessment of the other alternatives, please refer to Appendix B. Ultimately, the preferred alternative was selected because it has the least capital cost per parcel, and it also provided the best future development potential. Constructing piped water and sewer to the areas known as “Alligator Acres”, and the area south of 3rd Street, which includes the Longhouse Motel, is possible with the construction of the preferred alternative. Providing water and sewer to these areas is also a City priority.

5.4.2 Sewer Collection Systems

5.4.2.1 Sewer Main Alternative 1: Individual Residential Lift Stations

This alternative would place a small individual lift station in service for each residence or commercial user. Individual lift stations would pump sewage from each residence to the nearest sewer main.

The advantage of this Alternative is that it is not dependent on topography. A lift station would be constructed at each residence or business, regardless of whether a gravity sewer system could be constructed. The City already maintains 174 individual residence lift stations, and the City has settled in on a standard design, which allows for easy stockpiling of spare parts. It is a simple design that would allow for standard community-wide lift station construction.

A disadvantage of this Alternative is that each residence would have to make space for each lift station. The lift station is owned by the property owner, but maintained by the City of Bethel. Each lift station is located on private property, and the electric controls are routed to the home. The operation costs for the heat trace and sewage pumping are paid by the homeowner.

5.4.2.2 Sewer Main Alternative 2: Multi-Residential Lift Stations

This alternative would place larger lift stations at low points where they would collect sewage from multiple homes via gravity sewer pipes. From the combined lift stations, a force main would be constructed to the nearest sewer main. There are locations in The Avenues where four or five houses could be served by the same lift station.

The advantage of this Alternative is that it would require fewer lift stations with fewer moving parts for the City to maintain.

The disadvantage of this Alternative is the City has historically struggled with gravity sewer systems. Because of freeze-thaw ground movements, gravity pipes are hard to maintain. Furthermore, combining multiple homes into one lift station does not reduce total pipe requirements.

5.4.2.3 Sewer Collection System Preferred Alternative

Combining multiple residences into one lift station is appealing for a few locations throughout The Avenues, but cannot be implemented throughout the whole project area. For this reason, the preferred alternative is to construct individual lift stations at each residence. A standardized design the City already uses could be used for this project. Each individual lift station can be constructed for approximately \$20,000, and this cost is included in the capital cost estimates shown in section 5.2.7.

5.4.3 Additional Water and Sewer Trucks

The City of Bethel rotates their fleet through all of their haul routes, since some are short-haul and others are long-haul. The same trucks are not delivering to The Avenues every week. Given the age of the City’s fleet and their violation of weight restrictions levied by the State of Alaska, it is recommended the City’s fleet be replaced. This recommendation is made separately from The Avenues project area recommendations. Through another USDA RD grant funded opportunity, the City is in the process of replacing five sewer trucks. This only leaves the water trucks to be replaced. Table 11 shows the estimated cost of replacing the water trucks.

Table 11: Additional Water and Sewer Truck Costs

| O&M Cost | Unit Cost | Units | Total Cost |
|--------------|-----------|-------|--------------------|
| Water Trucks | \$245,833 | 6 | \$1,475,000 |
| | | | \$1,475,000 |

5.5 Cost Summary of Alternatives

Table 12 table provides a summary of the capital, O&M, and lifecycle costs of the alternatives under consideration.

Table 12: Summary of Alternative Life Cycle Costs

| | Avenues Water and Sewer Alternatives | | |
|---|--------------------------------------|---|---|
| | Alt. 1 No Build | Alt. 2 Phased Piped Water and Sewer | Alt. 3 Single Phase Piped Water and Sewer |
| ¹ Present Value of Capital Costs - Total | \$1,440,000 | \$12,715,000 | \$11,990,000 |
| ² Annual O&M Cost | \$1,660,000 | \$2,090,000 / \$460,000 | \$460,000 |
| ³ 25-Year Salvage/Book Value - Total | \$250,000 | \$0 | \$0 |
| Present Worth of Salvage Value | \$230,000 | \$0 | \$0 |
| ⁴ Annual O&M Present Worth | \$38,690,000 | \$14,430,000 | \$10,950,000 |
| Total Present Worth Cost | \$39,890,000 | \$27,140,000 | \$22,940,000 |

¹For Alt 1, the Present Value Capital costs consists of the purchase of 2 trucks year 1, and 4 trucks year 15.

²For Alt 2, the first value is the O&M costs for the first three years (costs for haul system). The second number this is the O&M cost for operating the piped system once constructed.

³Based upon straight-line depreciation and ultimate salvage value of \$0.00 at end of respective useful life. For Alt 1, there is salvage value- because trucks will only be 10 years old at end of 25 years.

See Appendices for detail of salvage/book value calculations.

⁴Present Value of Annual O&M = Fixed Cost Ordinary Annuity;

Present Value Factor of Annuity= $[1-(1+r)^{-n}]/r$;

r = Real Interest Rate (0.4%, per OMB Circular No. A-94, Appendix C, November 2017;

n = Number of Period (years).

5.6 Alternative Selection

5.6.1 Design Criteria

The selected alternative must be designed for the following criteria (Table 13). Both alternatives can meet these criteria.

Table 13: Design Criteria

| General | |
|---|--------------------|
| Design Period (years) | 25 |
| Customers- Existing/Potential | 118/130 |
| Population Per Parcel | 3 |
| Design Population | 354 |
| Environmental Conditions | |
| Mean Temperature | 29.1°F |
| Design High Temperature | 90°F |
| Design Low Temperature | -48°F |
| Mean Annual Precipitation | 16 inches |
| Mean Annual Snowfall | 55 inches |
| Ground Snow Load | 40 PSF |
| Design Wind Speed | 120 miles per hour |
| Water Demand & Wastewater Production | |
| Water Usage Per Capita (gallons/day) | 100 |
| Design Daily Water Demand (gallons)- Avenues Area | 35,400 |
| Peak Factor | 1.6 |
| Peak Hourly Demand (gallons/hour) | 2,360 |
| Design Daily Wastewater Generation (gallons) | 35,400 |
| Peak Hourly Wastewater Generation (gallons) | 2,360 |

5.6.2 Non-Monetary Considerations

The City of Bethel’s Water and Sewer Master Plan (CRW 2005) prioritized the provision of piped water and sewer to all areas of the community. Piped water and sewer has the following non-monetary advantages:

- Users on the piped system use more water, which has been linked to better health;
- Fire hydrant coverage has the potential to reduce insurance premiums for homeowners and the City;
- Elimination of water and sewer truck incidents;
- Elimination of the hard-to-fill water and sewer truck driver positions; and
- Minimization of road wear.

6.0 PROPOSED PROJECT (RECOMMENDED ALTERNATIVE)

6.1 Recommended Alternative Description

The recommended alternative is Alternative 3 the single phase piped water and sewer alternative. This Alternative has the lowest life cycle costs, and will provide the most cost-benefit to the City. While a phased approach is attractive from the standpoint of managing smaller projects, it has increased capital costs and does not eliminate the need for water trucks for the Avenues.

It is also recommended the City immediately procure water haul trucks to meet the immediate need of the other hauled neighborhoods. The City continues to plan for piped water and sewer for all of Bethel's neighborhoods, but given the time required to obtain funding and public support hauled water and sewer trucks are needed in the interim.

6.1.1 Project Schedule

The State of Alaska DOT&PF will be constructing improvements to Ridgecrest Drive and 3rd Street in summer-fall 2018, which has provided the City a unique opportunity to install culverts in the roadway embankment (through which piped water and sewer would be threaded). The City is moving forward with paying DOT&PF to construct these culvert crossings as the roadways are under construction. The culvert installations will begin in summer 2018.

Topographic survey, public involvement, geotechnical investigations, design, permitting, and easement acquisition will take approximately 18 months. The driven piles (driven to a depth of approximately 20 feet) on which the arctic water and sewer mains are installed could be installed during the winter months, and water and sewer main installation could occur in summer months. At the time of this PER development, the projected construction schedule is forecast to begin in the first months of 2020, and would progress through the summer. It is anticipated substantial completion could be reached by the end of 2020.

This PER should be used to solicit funds from the USDA RD Fiscal Year 2019 (FY19) allocations.

6.1.2 Permit Requirements

Final permit requirements will be included in the Environmental Report for this project. It is currently anticipated that permits will be minimal for the proposed action, because the proposed action does not disturb much ground, not have a large footprint, and takes place mainly in previously disturbed areas.

Once engineering documents are developed, the State of Alaska Department of Environmental Conservation (ADEC) will require an Engineering Plan Set review prior to granting an approval to construct and operate the piped water and sewer systems. This is a standard permit for the City's engineering firm to obtain. The project area would have many water and sewer separation violations, but ADEC will grant waivers because all the water and sewer mains are above ground, and leaks are easy to identify.

6.2 Project Cost Estimate for the Recommended Alternative

6.2.1 Cost Estimate

The projected capital cost for water and sewer to the Avenues Neighborhood Single-Phase Piped Water and Sewer alternative is shown in Table 14.

This estimate includes projected costs for the installation of six highway culverts (on Ridgcrest Drive and on Third Avenue) to facilitate crossings at these locations.

The unit cost of pipe installation includes considerations for the American Iron and Steel provisions. Additional costs were also included for the removal and clearance of easement obstructions.

USDA Rural Development may require a Value Engineering assessment prior to construction.

Table 14: Recommended Alternative Single-Phase Piped Water and Sewer Cost Estimate

| Item Description | Estimated Quantity | Unit | Unit Price | Total Price |
|---|--------------------|------|------------|---------------------|
| Phase 1 | | | | |
| Installation of Arctic Main | 15,600 | LF | \$250 | \$3,900,000 |
| Highway Direct Bury Crossing | 6 | EA | \$70,000 | \$420,000 |
| Driveway Casing Crossing | 3 | EA | \$3,000 | \$9,000 |
| Hydrants | 20 | EA | \$10,000 | \$200,000 |
| Services (water and sewer) | 118 | EA | \$25,000 | \$2,950,000 |
| Easement Obstruction Clearance | 20 | EA | \$10,000 | \$200,000 |
| Construction Sub-Total | | | | \$7,679,000 |
| Mobilization/Demobilization (5% of Subtotal) | 1 | Each | \$383,950 | \$383,950 |
| Taxes, Bonds, Insurance (3% of Subtotal) | 1 | Each | \$230,370 | \$230,370 |
| Traffic Control and Public Relations (2% of Subtotal) | 1 | Each | \$153,580 | \$153,580 |
| Construction Surveying (1% of Subtotal) | 1 | Each | \$76,790 | \$76,790 |
| Preparation of SWPPP (0.5% of Subtotal) | 1 | Each | \$38,395 | \$38,395 |
| Subtotal | | | | \$8,562,000 |
| 10% Design | | | | \$856,000 |
| 10% Construction Administration | | | | \$856,000 |
| 20% Contingency | | | | \$1,713,000 |
| Total Estimated Project Capital Cost | | | | \$11,987,000 |

6.4 Annual Operating Budget

6.4.1 *Income*

Residents of the Avenues will see a decrease in their water and sewer bills as they transition from hauled to piped. The average size of the residential water and sewer tanks in the haul system is approximately 1,000 gallons, which are filled and emptied an average of once per week. According to the 2018 haul utility rate schedule, a haul service consumer located in either Zone 1 or Zone 2 with those tank sizes and refill/empty frequency will pay \$208.67 per month for water haul service and \$156.38 for sewer haul service, which results in a total expenditure of \$365.05 per month.

Transitioning to a piped system, will result in less water and sewer revenue for the City - but it is more than offset by the reduction in Operations and Maintenance Costs (Table 15).

In 2017 the City passed an ordinance that modified the utility rate code 13.16.070 that allowed the City Council to raise all utility rates 3% per year, until the water and sewer funds are profitably operating. For the purposes of this PER, we assume the City will continue to raise rates by 3% for the planning period.

Table 15: Anticipated Water and Sewer Revenue from The Avenues

| Recommended Alternative | | | | |
|---|---------------------------------------|--------------------------------------|--------------------------------------|-----------------------------------|
| Service | Monthly Cost to Residents, First Year | Projected Yearly Revenue, First Year | Monthly Cost to Residents, Year 25 | Projected Yearly Revenue, Year 25 |
| Piped Water | \$176.11 | \$250,000 | \$358.00 | \$560,000 |
| Piped Sewer | \$49.86 | \$70,000 | \$101.36 | \$160,000 |
| Total Yearly Revenue, First Year | | \$320,000 | Total Yearly Revenue, Year 25 | |
| | | | \$720,000 | |

6.4.2 *Debt Repayments*

The City has existing debt to USDA Rural Development for a recent sewage lagoon project. The City needs to be able to service its existing debt while/if taking on additional debt. The City currently has an outstanding loan of \$913,000.

6.4.3 *Short Lived Assets*

The City must continue to plan for repairs and replacement (R&R) of all water and sewer short lived assets. The City needs to continually contribute to an R&R account to plan for these eventualities. Table 16 lists all short-lived assets that need to be planned.

Table 16: Water Short Lived Assets

| ASSET | Type/Size | Replacement Cost | Total Number | Total Value | Annual Reserve |
|--|------------------|-------------------------|---------------------|--------------------|-----------------------|
| 5 Year Replacements | | | | | |
| Water Department Computers | Generic | \$2,500 | 2 | \$5,000 | \$1,000 |
| Copiers, Printers | Generic | \$3,000 | 2 | \$6,000 | \$1,200 |
| City Sub Computer and Monitoring | | \$3,600 | 1 | \$3,600 | \$720 |
| Bethel Heights Computer and Monitoring | | \$2,500 | 1 | \$2,500 | \$500 |
| Lab Equipment | Hach | \$6,300 | 2 | \$12,600 | \$2,520 |
| 5 Year Replace Budget | | | | \$29,700 | \$5,940 |
| 10 Year Replacements | | | | | |
| City Sub Circulation Pumps | 5hp | \$4,000 | 4 | \$16,000 | \$3,200 |
| City Sub Pressure Pumps | 7.5hp | \$4,000 | 4 | \$16,000 | \$3,200 |
| Bethel Heights Circulation Pumps | 5hp | \$4,000 | 4 | \$16,000 | \$3,200 |
| Bethel Heights Pressure Pumps | 7.5hp | \$4,000 | 4 | \$16,000 | \$3,200 |
| High Demand Fire Pumps | 125hp | \$70,000 | 2 | \$140,000 | \$28,000 |
| Water Department Truck | Ford | \$25,000 | 1 | \$25,000 | \$5,000 |
| Water System Meter | | \$3,000 | 60 | \$180,000 | \$36,000 |
| Air Release Valves | | \$2,500 | 120 | \$300,000 | \$60,000 |
| 10 Year Replace Budget | | | | \$709,000 | \$141,800 |
| 15 Year Replacements | | | | | |
| Water Haul Trucks | Kenworth | \$200,000 | 9 | \$1,800,000 | \$180,000 |
| Glycol Heat Exchangers | | \$25,000 | 2 | \$50,000 | \$5,000 |
| Bethel Heights Boilers | 250,000BTU | \$140,000 | 2 | \$280,000 | \$28,000 |
| City Sub Boilers | 250,000BTU | \$140,000 | 2 | \$280,000 | \$28,000 |
| Water System Controls | Municipal | \$100,000 | 2 | \$200,000 | \$20,000 |
| Well Submersible Pumps | 40hp | \$40,000 | 3 | \$120,000 | \$12,000 |
| Hydrants | Mueller | \$8,000 | 80 | \$640,000 | \$64,000 |
| 15 Year Replace Budget | | | | \$3,370,000 | \$224,667 |
| Annual Contribution to R&R Account | | | | | \$372,407 |

Table 17: Sewer Short Lived Assets

| ASSET | Type/Size | Replacement Cost | Total Number | Total Value | Annual Reserve |
|-----------------------------------|------------------|-------------------------|---------------------|--------------------|-----------------------|
| 5 Year Replacements | | | | | |
| Lift Station Submersible Pumps | 2hp | \$2,500 | 78 | \$195,000 | \$39,000 |
| Lift Station Submersible Pumps | 3hp | \$3,000 | 6 | \$18,000 | \$3,600 |
| Lift Station Submersible Pumps | 4hp | \$3,600 | 4 | \$14,400 | \$2,880 |
| Lift Station Submersible Pumps | 8.5hp | \$60,000 | 3 | \$180,000 | \$36,000 |
| Lift Station Submersible Pumps | 5hp | \$9,000 | 3 | \$27,000 | \$5,400 |
| Lift Station Submersible Pumps | 14hp | \$75,000 | 3 | \$225,000 | \$45,000 |
| Lagoon Pump | 5 MGD | \$75,000 | 1 | \$75,000 | \$15,000 |
| Public Works Computers | | \$2,000 | 2 | \$4,000 | \$800 |
| Public Works Copiers, Printers | | \$1,000 | 1 | \$1,000 | \$200 |
| Total 5 Year Replacement Budget | | | | \$739,400 | \$147,880 |
| 10 Year Replacements | | | | | |
| Lift Station Submersible Controls | Residential | \$800 | 78 | \$62,400 | \$6,240 |
| Lift Station Submersible Pumps | 2hp | \$2,500 | 78 | \$195,000 | \$19,500 |
| Sewer Line Truck | Ford | \$25,000 | 1 | \$25,000 | \$2,500 |
| Glycol loop heat pumps | Various | \$10,000 | 6 | \$60,000 | \$6,000 |
| Total 10 Year Replacement Budget | | | | \$342,400 | \$68,480 |
| 15 Year Replacements | | | | | |
| Sewage Haul Trucks | Kenworth | \$200,000 | 9 | \$1,800,000 | \$180,000 |
| Lift Station Rails, Valves | Municipal | \$15,000 | 8 | \$120,000 | \$12,000 |
| Lagoon Divider | Curtain | \$250,000 | 2 | \$500,000 | \$50,000 |
| Lagoon Motor Boat | Generic | \$10,000 | 1 | \$10,000 | \$1,000 |
| Lift station Controls | Municipal | \$60,000 | 8 | \$480,000 | \$48,000 |
| Total 15 Year Replacement Budget | | | | \$2,910,000 | \$194,000 |
| Total Contribution to R&R Account | | | | | \$410,360 |

7.0 CONCLUSION

The preferred alternative is to provide piped water and sewer to The Avenues in a single phased approach. This alternative versus a multi-phased alternative eliminates multiple mobilizations and reduces capital costs. If the City cannot afford the expected costs with a single-phase build-out, it is recommended the City take on Alternative 2 the phased approach.

The recommended alternative is in line with the City's long-term priorities and will reduce O&M costs for this project area.

The preferred alternative will require three culvert crossings on the Chief Eddie Hoffman Highway for threading the water and sewer mains. The City has a unique opportunity to move forward with these culverts in summer 2018 because DOT&PF will have the Highway torn-up for re-construction.

The preferred alternative also calls for the placement of three culverts across 3rd Avenue near Nicholson's gas station to facilitate future piped water and sewer to that part of the community.

As a separate, stand-alone recommendation, DOWL also recommends the City solicit funding for the procurement of six new water trucks to continue providing hauled water and sewer service to the other parts of the community. The haul trucks will not be needed for the Avenues neighborhood but will be needed to continue providing hauled service, as the community and City works towards the goal of providing piped water and sewer to all of the community.

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APPENDIX A

Detailed Cost Tables

Project: City of Bethel Avenues Neighborhood Water and Sewer Improvements
Alternatives Analysis

| | |
|------------------|-------|
| Life Cycle (yrs) | 25 |
| Interest Rate | 0.40% |
| Parcels | 118 |

| Capital Costs, Alternative 1 | | | | | |
|--|----------|-------------------------------------|--------------|--------------|---------------|
| Alternative 1: No Build | | | | | |
| Item | Quantity | Type | Unit Price | Total Cost | Present Value |
| No Build | 6 | Truck with Vehicle Life of 15 Years | \$250,000.00 | \$ 1,500,000 | \$ 1,441,877 |
| Total Yearly Capital Costs | | | | \$ 1,500,000 | |
| Total Yearly Present Value Capital Costs | | | | | \$ 1,441,877 |

| O&M Costs, Alternative 1 | | | | | |
|--------------------------------------|----------|--------------|------------|--------------|---------------|
| Alternative 1: No Build | | | | | |
| Item | Quantity | Type | Unit Price | Total Cost | Present Value |
| Water Haul Costs (gallons/year) | 12921000 | 1000 Gallons | \$62.04 | \$ 801,619 | \$ 19,034,856 |
| Sewer Haul Costs (gallons/year) | 12921000 | 1000 Gallons | \$64.05 | \$ 827,590 | \$ 19,651,556 |
| Total Yearly O&M Costs | | | | \$ 1,629,209 | |
| Total Yearly Present Value O&M Costs | | | | | \$ 38,686,411 |

*Assuming 100 gallons per person per day, 3 people per parcel
 *Trucks will be replaced at year 15.

| | |
|-----------------------------|------------|
| Salvage Value @15 yrs | \$ 253,333 |
| Salvage Value Present Value | \$ 238,609 |

| | |
|----------------------------|---------------|
| Total Life Cycle For Alt 1 | \$ 39,889,680 |
|----------------------------|---------------|

| Capital Costs, Alternative 2 | | | | |
|--|----------|------|--------------|--------------|
| Alternative 2: Piped Sewer and Water, Phase 1 | | | | |
| Item | Quantity | Type | Unit Price | Total Cost |
| Replacement Trucks | 2 | EA | \$250,000 | \$500,000 |
| Installation of Arctic Main | 5900 | LF | \$250 | \$1,475,000 |
| Removal of Water Main | 430 | LF | \$50 | \$21,500 |
| Highway Direct Bury Crossing | 3 | EA | \$70,000 | \$210,000 |
| Driveway Casing Crossing | 3 | EA | \$3,000 | \$9,000 |
| Hydrants | 8 | EA | \$10,000 | \$80,000 |
| Services (water and sewer) | 45 | EA | \$25,000 | \$1,125,000 |
| Easement Obstruction Clearance | 6 | EA | \$10,000 | \$60,000 |
| Sub-total of Construction Costs (Excluding Truck Replacement Cost) | | | | \$2,980,500 |
| Mobilization/Demobilization (5% of Subtotal) | 1 | Each | \$149,025.02 | \$149,025.02 |
| Taxes, Bonds, Insurance (3% of Subtotal) | 1 | Each | \$89,415.01 | \$89,415.01 |
| Traffic Control and Public Relations (2% of Subtotal) | 1 | Each | \$59,610.01 | \$59,610.01 |
| Construction Surveying (1% of Subtotal) | 1 | Each | \$29,805.00 | \$29,805.00 |
| Preparation of SWPPP (0.5% of Subtotal) | 1 | Each | \$14,902.50 | \$14,902.50 |
| Subtotal | | | | \$3,323,258 |
| Design (10%) | | | | \$332,326 |
| Construction Administration (10%) | | | | \$332,326 |
| Contingency (20%) | | | | \$664,652 |
| Total* | | | | \$5,152,561 |

*Includes Truck Replacement Cost

| | |
|---------------|--------------|
| Present Value | \$ 5,152,561 |
|---------------|--------------|

| Alternative 2: Piped Sewer and Water, Phase 2 | | | | |
|---|----------|------|-------------|-------------|
| Item | Quantity | Type | Unit Price | Total Cost |
| Installation of Arctic Main | 3200 | LF | \$250 | \$800,000 |
| Removal of Water Main | 0 | LF | \$50 | \$0 |
| Highway Direct Bury Crossing | 0 | EA | \$70,000 | \$0 |
| Driveway Casing Crossing | 1 | EA | \$3,000 | \$3,000 |
| Hydrants | 6 | EA | \$10,000 | \$60,000 |
| Services (water and sewer) | 40 | EA | \$25,000 | \$1,000,000 |
| Easement Obstructions | 7 | EA | \$10,000 | \$70,000 |
| Sub-total of Construction Costs | | | | \$1,933,000 |
| Mobilization/Demobilization (5% of Subtotal) | 1 | Each | \$96,650.00 | \$96,650.00 |
| Taxes, Bonds, Insurance (3% of Subtotal) | 1 | Each | \$57,990.00 | \$57,990.00 |
| Traffic Control and Public Relations (2% of Subtotal) | 1 | Each | \$38,660.00 | \$38,660.00 |
| Construction Surveying (1% of Subtotal) | 1 | Each | \$19,330.00 | \$19,330.00 |
| Preparation of SWPPP (0.5% of Subtotal) | 1 | Each | \$9,665.00 | \$9,665.00 |
| Subtotal | | | | \$2,155,295 |
| Design (10%) | | | | \$215,530 |
| Construction Administration (10%) | | | | \$215,530 |
| Contingency (20%) | | | | \$431,059 |
| Total | | | | \$3,017,413 |

| | |
|---------------|--------------|
| Present Value | \$ 3,005,391 |
|---------------|--------------|

| Alternative 2: Piped Sewer and Water, Phase 3 | | | | |
|---|----------|------|--------------|--------------|
| Item | Quantity | Type | Unit Price | Total Cost |
| Installation of Arctic Main | 6900 | LF | \$250 | \$1,725,000 |
| Removal of Water Main | 0 | LF | \$50 | \$0 |
| Highway Direct Bury Crossing | 3 | EA | \$70,000 | \$210,000 |
| Hydrants | 6 | EA | \$10,000 | \$60,000 |
| Services (water and sewer) | 35 | EA | \$25,000 | \$875,000 |
| Driveway Casing Crossing | 1 | EA | \$3,000 | \$3,000 |
| Easement Obstructions | 7 | EA | \$10,000 | \$70,000 |
| Sub-total of Construction Costs | | | | \$2,943,000 |
| Mobilization/Demobilization (5% of Subtotal) | 1 | Each | \$147,150.00 | \$147,150.00 |
| Taxes, Bonds, Insurance (3% of Subtotal) | 1 | Each | \$88,290.00 | \$88,290.00 |
| Traffic Control and Public Relations (2% of Subtotal) | 1 | Each | \$58,860.00 | \$58,860.00 |
| Construction Surveying (1% of Subtotal) | 1 | Each | \$29,430.00 | \$29,430.00 |
| Preparation of SWPPP (0.5% of Subtotal) | 1 | Each | \$14,715.00 | \$14,715.00 |
| Subtotal | | | | \$3,281,445 |
| Design (10%) | | | | \$328,145 |
| Construction Administration (10%) | | | | \$328,145 |
| Contingency (20%) | | | | \$656,289 |

| | |
|--|---------------|
| Total | \$4,594,023 |
| Present Value | \$ 4,557,490 |
| Total Yearly Capital Costs | \$ 12,763,997 |
| Total Yearly Present Value Capital Costs | \$ 12,715,443 |

| O&M Costs, Alternative 2 | | | | | |
|--------------------------|---------------------------|---------|------------|-------------------|---------------|
| Alternative 2 | | | | | |
| Item | Annual Quantity (gallons) | Type | Unit Price | Total Annual Cost | Present Value |
| Water Haul Costs | 12921000 | Gallons | \$62.04 | \$ 801,619 | \$ 2,385,745 |
| Sewer Haul Costs | 12921000 | Gallons | \$64.05 | \$ 827,590 | \$ 2,463,040 |
| Water Piped Costs | 12921000 | Gallons | \$26.18 | \$ 338,272 | \$ 7,025,688 |
| Sewer Piped Costs | 12921000 | Gallons | \$9.52 | \$ 123,008 | \$ 2,554,796 |

*Assuming 100 gallons per person per day, 3 people per parcel

| | | | |
|--------------------------------------|-----------------------|--------------|------------|
| Total Yearly O&M Costs | Annual O&M Years 1-3 | \$ 2,090,489 | |
| | Annual O&M Years 4-25 | \$ 461,280 | |
| Total Yearly Present Value O&M Costs | | \$ | 14,429,269 |

| | |
|----------------------------|---------------|
| Total Life Cycle For Alt 2 | \$ 27,144,712 |
|----------------------------|---------------|

| Capital Costs, Alternative 3 | | | | |
|---|----------|------|--------------|--------------|
| Alternative 3: Piped Sewer and Water- All Build | | | | |
| Item | Quantity | Type | Unit Price | Total Cost |
| Installation of Arctic Main | 15600 | LF | \$250 | \$3,900,000 |
| Highway Direct Bury Crossing | 6 | EA | \$70,000 | \$420,000 |
| Driveway Casing Crossing | 3 | EA | \$3,000 | \$9,000 |
| Hydrants | 20 | EA | \$10,000 | \$200,000 |
| Services (water and sewer) | 118 | EA | \$25,000 | \$2,950,000 |
| Easement Obstruction Clearance | 20 | EA | \$10,000 | \$200,000 |
| Sub-total of Construction Costs | | | | \$7,679,000 |
| Mobilization/Demobilization (5% of Subtotal) | 1 | Each | \$383,950.00 | \$383,950.00 |
| Taxes, Bonds, Insurance (3% of Subtotal) | 1 | Each | \$230,370.00 | \$230,370.00 |
| Traffic Control and Public Relations (2% of Subtotal) | 1 | Each | \$153,580.00 | \$153,580.00 |
| Construction Surveying (1% of Subtotal) | 1 | Each | \$76,790.00 | \$76,790.00 |
| Preparation of SWPPP (0.5% of Subtotal) | 1 | Each | \$38,395.00 | \$38,395.00 |
| Subtotal | | | | \$8,562,085 |
| Design (10%) | | | | \$856,209 |
| Construction Administration (10%) | | | | \$856,209 |
| Contingency (20%) | | | | \$1,712,417 |
| Total | | | | \$11,986,919 |

| | |
|---------------|---------------|
| Present Value | \$ 11,986,919 |
|---------------|---------------|

| O&M Costs, Alternative 3 | | | | | |
|--------------------------------------|---------------------------|---------|--------------------------------|-------------------|---------------|
| Alternative 3 | | | | | |
| Item | Annual Quantity (gallons) | Type | Unit Price (Per 1,000 gallons) | Total Annual Cost | Present Value |
| Water Piped Costs | 12921000 | Gallons | \$26.18 | \$ 338,272 | \$ 8,032,439 |
| Sewer Piped Costs | 12921000 | Gallons | \$9.52 | \$ 123,008 | \$ 2,920,887 |
| Total Yearly Capital Costs | | | | \$ 461,280 | |
| Total Yearly Present Value O&M Costs | | | | \$ | 10,953,326 |

*Assuming 100 gallons per person per day, 3 people per parcel

| | |
|----------------------------|---------------|
| Total Life Cycle For Alt 3 | \$ 22,940,245 |
|----------------------------|---------------|

**Project: City of Bethel Avenues Neighborhood Water and Sewer Improvements
Revenue Projections**

| Revenue Projections | |
|---------------------|-----|
| Residents | 118 |

| Alternative 1 | | | | |
|---|---------------------------------------|--------------------------------------|--------------------------------------|-----------------------------------|
| Service | Monthly Cost to Residents, First Year | Projected Yearly Revenue, First Year | Monthly Cost to Residents, Year 25 | Projected Yearly Revenue, Year 25 |
| *Hauled Water | \$ 208.67 | \$ 295,477 | \$424.18 | \$600,639 |
| *Hauled Sewer | \$ 156.38 | \$ 221,434 | \$317.89 | \$450,132 |
| Total Yearly Revenue, First Year | | \$516,911 | Total Yearly Revenue, Year 25 | \$1,050,771 |

*1,000 gallon water and sewer tanks, filled/emptied once per week, Zone 1. 2018 rates

| Alternative 2 | | | | | | | | |
|---|---------------------------------------|--------------------------------------|-------------------------------------|----------------------------------|-------------------------------------|----------------------------------|--------------------------------------|-----------------------------------|
| Service | Monthly Cost to Residents, First Year | Projected Yearly Revenue, First Year | Monthly Cost to Residents, Year 3 | Projected Yearly Revenue, Year 3 | Monthly Cost to Residents, Year 4 | Projected Yearly Revenue, Year 4 | Monthly Cost to Residents, Year 25 | Projected Yearly Revenue, Year 25 |
| Piped Water | \$208.67 | \$295,477 | \$221.38 | \$313,474 | \$192.44 | \$272,495 | \$358.00 | \$558,480 |
| Piped Sewer | \$156.38 | \$221,434 | \$165.90 | \$234,914 | \$54.48 | \$77,144 | \$101.36 | \$158,122 |
| Total Yearly Revenue, First Year | | \$516,911 | Total Yearly Revenue, Year 3 | \$548,388 | Total Yearly Revenue, Year 4 | \$349,639 | Total Yearly Revenue, Year 25 | \$716,602 |

*First three years customers are on the haul system. After construction, customers are on the piped system.

| Alternative 3 | | | | |
|---|---------------------------------------|--------------------------------------|--------------------------------------|-----------------------------------|
| Service | Monthly Cost to Residents, First Year | Projected Yearly Revenue, First Year | Monthly Cost to Residents, Year 25 | Projected Yearly Revenue, Year 25 |
| Piped Water | \$176.11 | \$249,372 | \$358.00 | \$558,473 |
| Piped Sewer | \$49.86 | \$70,602 | \$101.36 | \$158,114 |
| Total Yearly Revenue, First Year | | \$319,974 | Total Yearly Revenue, Year 25 | \$716,587 |

Project: City of Bethel Avenues Neighborhood Water and Sewer Improvements
Equipment List for Public Works- Not Water and Sewer

| Type | Make | Model | Vehicle Serial # |
|----------------------|---------------|------------------|-------------------|
| Flat Bed | Ford | F-350 | 2FDKF37H6CA54082 |
| Pick-Up | Ford | F-250 | 1FTHF26H4PLA95309 |
| Pick-Up | Ford | F-350 | 2FTHF36H7RCA27041 |
| Flat bed Sander | Ford | F-350 | 2FDKF38GOKCA18676 |
| Flat Bed Sander | Ford | F-350 | 2FDKF38G9KCA18675 |
| Water Truck | Ford | F-600 | F61DCU23214 |
| Water Truck | Ford | LT 9000 | 1FTYU9OLINVA17132 |
| Dump Truck | Ford | LN 8000 | U81DVEH2292 |
| Dump Truck | Ford | LN 8000 | U80UVHG7957 |
| Dump Truck | Ford | LN 8000 | U80UVGD6299 |
| Dump Truck | Ford | LN 9000 | 1FDYY90RICVA05693 |
| Tilt Bed Trailer | Trail King | TKT20-2000 | 1TKCO2027LM067159 |
| Tar Kettle | Cimline | | 1320320 |
| Loader | Terex | L72-31 | 55398 |
| Loader | Cat | 950E | 22Z05144 |
| Loader | Cat | 950 G | 3JW02270 |
| Loader | Cat | 966 F | 3XJ02208 |
| Grader | Cat | 160 M | CAT0160MJB9T00155 |
| Grader | Cat | 140 G | 72V06760 |
| Grader | Cat | 163 H | OARL00311 |
| Track-Loader-Backhoe | John Deere | 450 B | 122939T |
| Wheel-Loader-Backhoe | John Deere | 310 D | T0310DG805852 |
| Wheel-Loader-Backhoe | Cat | 420 D | Cat 0420DCFD12654 |
| Excavator | Hitachi | 200-H-3C | 14F82741 |
| Track Loader | Cat | 953 B | 5MK2728 |
| Tractor | John Deere | 350 C Wide Track | U4DJD350C |
| Tractor | Cat | D3C | 4HJ00177 |
| Tractor | Cat | D8N | 9TC06237 |
| Compactor | Ingersal Rand | SD100D | 69405 |
| Dump Truck | GMC | Top Kick | 1GDT7HJ7TJ505134 |
| Dump Truck | International | 7400 | 1HTWGAAR16J342846 |
| Dump Truck | International | 7500 | 1HTWNAZR76J342845 |
| Welder-Trailer | Miller | Miller 225 D | 0337-209238 |
| Compressor | Smith | Smith 200 | 200B256 |
| Sander | Hi-Way Sander | F-2020-13-XT | 10322 |
| Pump-Trailer | CH&E | 2806T | T00060018 |
| Steamer | Sioux | 200-GTT | O78154 |
| Steamer | Sioux | 400-2 | O285131 |
| Spreader | Epoke | TMK 10 | 140000379 |

| | | | |
|-----------------|--------|-----------|---------------------|
| Hydro-Mulcher | Bowie | 1100 Skid | 110293882 |
| F-250 Pick up | Ford | F-250 | 1FTEF26 E7C RA19857 |
| Spreader-Sander | Monroe | 0042735-A | 98-10-8285 |
| Compactor-Pull | Hyster | PTA-5882 | 39220 |
| Generator | Yamaha | EF3800 | |
| Generator | Yamaha | EF6000 | |
| Generator | Yamaha | EF6600DEY | 7WW0220264 |
| Generator | Dayton | | |
| Generator | Robin | RGD3300 | |
| Compactor-Hand | Bomag | P22R | 2C0230 |

APPENDIX B

Piped Water and Sewer Alignment Alternatives

TO: Peter Williams, City of Bethel
Robert Chambers, United States Department of Agriculture

FROM: Chase Nelson, P.E., DOWL

DATE: April 10th, 2018

SUBJECT: The Avenues PER/EA Water and Sewer Main Alternatives, Second Proposal

The purpose of this project is to provide piped water and sewer mains for Bethel residents located in the area between 7th Avenue and 5th Avenue, commonly referred to as “The Avenues”. Alternatives have been prepared for different water and sewer main alignments to serve the project area. All water main alternatives have been set up to provide constant circulation, and sewer main alternatives have been set up to work with combined or independent lift stations.

Preliminary analysis on five alternatives has been performed. The narrative descriptions are followed by figures and conceptual level costs estimates.

Alternative 1

Phase 1:

The proposed water main will tie in to the existing water main near the Youth Center on Osage Street. It will then follow the existing sewer main northeast and cross Ridgecrest Drive. The water main will then continue north along Ridgecrest Drive to the easement located between 6th and 7th Avenue, and follow the easement to Willow Street. The water main will then head south to cross 6th Ave to follow Willow Street until it reaches the easement between 5th Avenue and 6th Avenue. The water main then follows the easement west to Ridgecrest Drive, at which point it follows Ridgecrest Drive northwest to cross Ridgecrest Drive, and then follow the existing main path to tie in to the existing water main near the Youth Center on Osage Street.

The proposed sewer main will branch off from the existing sewer main that runs perpendicular to the easement located between 6th and 7th Avenue to extend east to Ridgecrest Drive and west to Willow Street.

Phase 2:

The water and sewer mains in the easement between 6th and 7th Avenue will cross Willow Street and continue along the easement until Main Street.

The water main will then continue southeast to cross 6th Avenue, and then run southwest along the easement between 5th and 6th Avenue to cross Willow Street and connect with the water main constructed in *Phase 1*.

The section of water main installed in *Phase 1* that runs north and south between the easement between 6th and 7th Avenue and the easement between 5th and 6th Avenue will be abandoned.

Phase 3:

The proposed water main will tie in to the main constructed in *Phase 2* at the intersection of the easement between 5th and 6th Avenue, and Main Street. The main will travel south to cross 5th Avenue, 4th Avenue, and then travel southwest along the full extent of the easement between 3th and 4th Avenue until Willow Street. It will then travel north to cross 4th Avenue until the intersection of 5th Avenue and Willow Street. The main will then travel northeast along the

southern side of 5th Avenue until Main Street, at which point it will cross 5th Avenue to tie in to the main constructed in *Phase 2*.

The proposed sewer main will tie in to the existing Kilbuck Lift Station and travel south to cross 4th Avenue to turn southwest to travel the full extent of the easement between 3th and 4th Avenue. Another proposed sewer main will tie in to the existing sewer main near Kilbuck Lift Station, and travel southwest along 5th Avenue until Willow Street.

Advantages of Alternative 1

- Second cheapest Alternative.
- Cheapest cost per parcel Alternative.
- Fewer roadside mains allow for less potential vehicular damage.
- Relatively cheap *Phase 1* cost.

Disadvantages of Alternative 1

- Serves the second fewest parcels
- Poor future development potential along the west side of Ridgecrest Drive.
- Requires long services for parcels located along the north side of 4th Avenue.

Alternative 2

Phase 1:

The proposed water main will tie in to the existing water main near the Youth Center on Osage Street. It will then follow the existing sewer main northeast and cross Ridgecrest Drive. The water main will then continue north along Ridgecrest Drive to the easement located between 6th and 7th Avenue, and follow the easement to Willow Street. The water main will then head south to cross 6th Ave to follow Willow Street until it reaches the easement between 5th Avenue and 6th Avenue. The water main then follows the easement west to Ridgecrest Drive, at which point it follows Ridgecrest Drive northwest to cross Ridgecrest Drive, and then follow the existing main path to tie in to the existing water main near the Youth Center on Osage Street.

The proposed sewer main will branch off from the existing sewer main that runs perpendicular to the easement located between 6th and 7th Avenue to extend east to Ridgecrest Drive and west to Willow Street.

Phase 2:

The water and sewer mains in the easement between 6th and 7th Avenue will cross Willow Street and continue along the easement until Main Street.

The water main will then continue southeast to cross 6th Avenue, and then run southwest along the easement between 5th and 6th Avenue to cross Willow Street and connect with the water main constructed in *Phase 1*.

The section of water main installed in *Phase 1* that runs north and south between the easement between 6th and 7th Avenue and the easement between 5th and 6th Avenue will be abandoned.

Phase 3:

The proposed water main will tie in to the main constructed in *Phase 1* at the point at which the easement between 5th and 6th Avenue intersects with Ridgecrest Drive. The main will then extend southeast to Willow Street, at which point it will travel north and cross Willow Street to travel along the northern side of 4th Avenue until Main Street. It will then cross 4th Avenue and to

travel southwest through the easement between 3rd Avenue and 4th Avenue to cross Ridgecrest Drive. The main will then travel north along Ridgecrest Drive to tie in to the water main constructed in *Phase 1*.

The water main constructed in Phase 1 of intersection of Ridgecrest Drive and the easement between 5th Avenue and 6th Avenue to the point where the proposed water main tied into the main constructed in *Phase 1* at the point at which the easement between 5th and 6th Avenue intersects with Ridgecrest Drive will be abandoned.

The proposed sewer main will extend from Kilbuck Lift Station south until 4th Avenue. From that point it will split. One branch will extend along the north side of 4th Avenue until Willow Street. The other branch will extend southeast to cross 4th Avenue and then turn southwest to travel the full extent of the easement between 3rd Avenue and 4th Avenue to cross Ridgecrest Drive. From that point, the main will travel northwest along Ridgecrest Drive to reach the last parcel on the western side of the road.

Advantages of Alternative 2

- Relatively cheap *Phase 1* cost.

Disadvantages of Alternative 2

- Would require long services for parcels along the south side of 5th Avenue.
- More roadside mains allow for greater potential vehicular damage.

Alternative 3

Phase 1:

The proposed water main will tie in to the existing water main near the Youth Center on Osage Street. It will then follow the existing sewer main northeast and cross Ridgecrest Drive. The water main will then continue north along Ridgecrest Drive to the easement located between 6th and 7th Avenue, and follow the easement to Willow Street. The water main will then head south to cross 6th Ave to follow Willow Street until it reaches the easement between 5th Avenue and 6th Avenue. The water main then follows the easement west to Ridgecrest Drive. The proposed sewer main will tie in to the existing sewer main at that location, and the water and sewer mains will cross Ridgecrest Drive. The mains will travel southeast along Ridgecrest Drive to intersection with Willow Street. The mains will then travel southwest for approximately 300 feet, at which point the sewer main ends and the water main travels along Arthur Dull Lake to tie in to the existing water main that provides service to that area.

The proposed sewer main will branch off from the existing sewer main that runs perpendicular to the easement located between 6th and 7th Avenue to extend east to Ridgecrest Drive and west to Willow Street.

Phase 2:

The water and sewer mains in the easement between 6th and 7th Avenue will cross Willow Street and continue along the easement until Main Street.

The water main will then continue southeast to cross 6th Avenue, and then run southwest along the easement between 5th and 6th Avenue to cross Willow Street and connect with the water main constructed in *Phase 1*.

The section of water main installed in *Phase 1* that runs north and south between the easement between 6th and 7th Avenue and the easement between 5th and 6th Avenue will be abandoned.

Phase 3:

The proposed water main will tie in to the main constructed in *Phase 1* at the point near the intersection of Ridgecrest Drive and Willow Street at which the main diverts from the road to connect to the existing main. They will then travel south, cross Ridgecrest Drive, extend northeast the full extent of the easement between 4th Avenue and 5th Avenue until Main Street. The mains will then travel northwest to cross 4th Avenue, and then extend southwest along the northern side of 4th Avenue until Willow Street. The water main will cross Willow street, and then travel south to cross Ridgecrest Drive to tie in to the main constructed in *Phase 1*.

Advantages of Alternative 3

- Relatively cheap cost per parcel.

Disadvantages of Alternative 3

- Would require long services for parcels along the south side of 5th Avenue.
- More roadside mains allow for greater potential vehicular damage.

Alternative 4

Phase 1:

The proposed water main will tie in to the existing water main near the Youth Center on Osage Street. It will then follow the existing sewer main northeast and cross Ridgecrest Drive. The water main will then continue north along Ridgecrest Drive to the easement located between 6th and 7th Avenue, and follow the easement to Willow Street. The water main will then head south to cross 6th Ave to follow Willow Street until it reaches the easement between 5th Avenue and 6th Avenue. The water main then follows the easement west to Ridgecrest Drive. The proposed sewer main will tie in to the existing sewer main at that location, and the water and sewer mains will cross Ridgecrest Drive. The mains will travel southeast along Ridgecrest Drive to intersection with Willow Street. The mains will then travel southwest for approximately 300 feet, at which point the sewer main ends and the water main travels along Arthur Dull Lake to tie in to the existing water main that provides service to that area.

The proposed sewer main will branch off from the existing sewer main that runs perpendicular to the easement located between 6th and 7th Avenue to extend east to Ridgecrest Drive and west to Willow Street.

Phase 2:

The water and sewer mains in the easement between 6th and 7th Avenue will cross Willow Street and continue along the easement until Main Street.

The water main will then continue southeast to cross 6th Avenue, and then run southwest along the easement between 5th and 6th Avenue to cross Willow Street and connect with the water main constructed in *Phase 1*.

The section of water main installed in *Phase 1* that runs north and south between the easement between 6th and 7th Avenue and the easement between 5th and 6th Avenue will be abandoned.

Phase 3:

The proposed water main will tie in to the main constructed in *Phase 1* at the point near the intersection of Ridgecrest Drive and Willow Street at which the main diverts from the road to connect to the existing main. It will then travel northeast to cross Ridgecrest Drive and follow Willow Street north until it crosses Willow Street to extend northeast along the southern side of 5th Avenue until it reaches Main Street. The main then travels southeast to extend along the northern side of 4th Avenue until Willow Street. It then travels south until it reaches the easement between 3rd Avenue and 4th Avenue. It travels northeast along the extend of the easement until it reaches Main Street, at which point it travels southeast to cross 3rd Avenue, and then southwest along the southern side of 3rd Avenue until it crosses Willow Street and ties in to the water main that was constructed in *Phase 1*.

The main constructed in *Phase 1* from the point of tie-in until north to Ridgecrest Drive will be abandoned.

The proposed sewer shall tie in to the Kilbuck Lift Station and follow the proposed water main as it travels along the northern side of 4th Avenue, the easement between 3rd Avenue and 4th Avenue, and ends at the last parcel on the southern side of 3rd Avenue. Another proposed sewer main will tie in to the existing sewer main near Kilbuck Lift Station and will extend southwest along the southern side of 5th Avenue.

Advantages of Alternative 4

- Requires shorter service lines to parcels between 4th Avenue and 5th Avenue.
- Serves the largest number of parcels.

Disadvantages of Alternative 4

- Most expensive Alternative.
- Most expensive cost per parcel Alternative.
- More roadside mains allow for potential vehicular damage.

Alternative 5

Phase 1:

The proposed water main will tie in to the existing water main near the Youth Center on Osage Street. It will then follow the existing sewer main northeast and cross Ridgecrest Drive. The water main will then continue north along Ridgecrest Drive to the easement located between 6th and 7th Avenue, and follow the easement to Willow Street. The water main will then head south to cross 6th Avenue to follow Willow Street to cross Ridgecrest Drive, and then travel southwest along Arthur Dull Lake to tie in to the existing water main that provides service to that area.

The proposed sewer main will branch off from the existing sewer main that runs perpendicular to the easement located between 6th and 7th Avenue to extend east to Ridgecrest Drive and west to Willow Street.

Phase 2:

The water and sewer mains in the easement between 6th and 7th Avenue will cross Willow Street and continue along the easement until Main Street.

The water main will then continue southeast to cross 6th Avenue, and then run southwest along the easement between 5th and 6th Avenue to cross Willow Street and connect with the water main constructed in *Phase 1*.

The section of water main installed in *Phase 1* that runs north and south between the easement between 6th and 7th Avenue and the easement between 5th and 6th Avenue will be abandoned.

Phase 3:

The proposed water main will tie in to the main constructed in *Phase 1* at the point near the intersection of Ridgecrest Drive and Willow Street at which the main diverts from the road to connect to the existing main. It will then travel south and cross Ridgecrest Drive to extend northeast through the easement between 3rd Avenue and 4th Avenue until it reaches Main Street. It will then travel northwest to cross 4th Avenue and travel the northern side of 4th Avenue until it crosses Willow Street to ties in to the water main that was constructed in *Phase 1*.

The main constructed in *Phase 1* from the point of tie-in until south to cross Ridgecrest Drive will be abandoned.

The proposed sewer main will tie in to Kilbuck Lift Station and travel south to cross 4th Avenue until it reaches the easement located between 3rd Avenue and 4th Avenue. Two branches will extend from that alignment. One branch will travel along the northern side of 4th Avenue to cross Willow Street, head southwest to cross Ridgecrest Drive, and then follow the water main that was constructed in *Phase 1* for approximately 300 feet. The other sewer main branch will extend along the easement between 3rd Avenue and 4th Avenue.

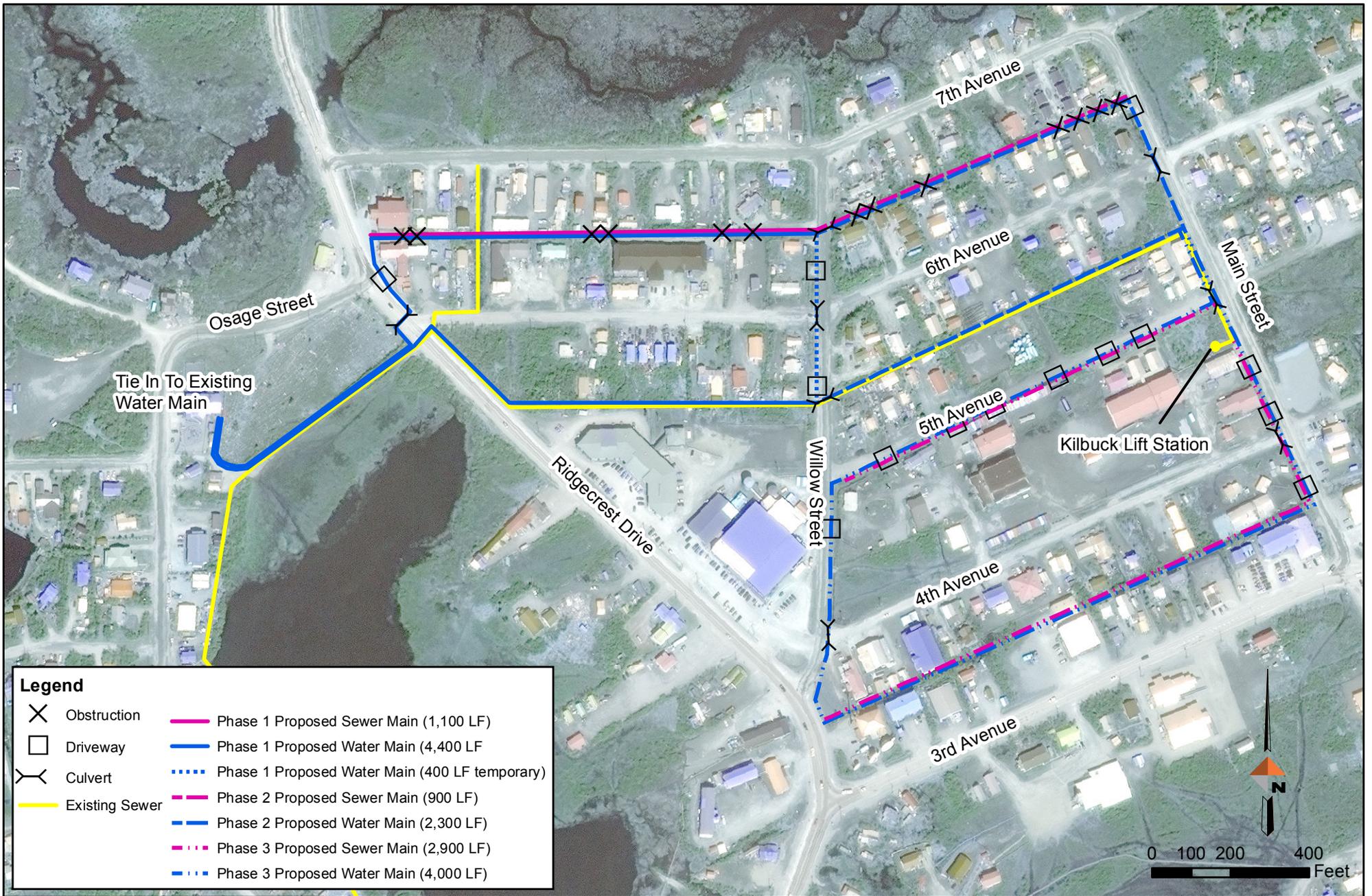
Advantages of Alternative 5

- Cheapest cost Alternative.
- Relatively cheap cost per parcel.
- Fewer roadside mains allow for less potential vehicular damage.

Disadvantages of Alternative 5

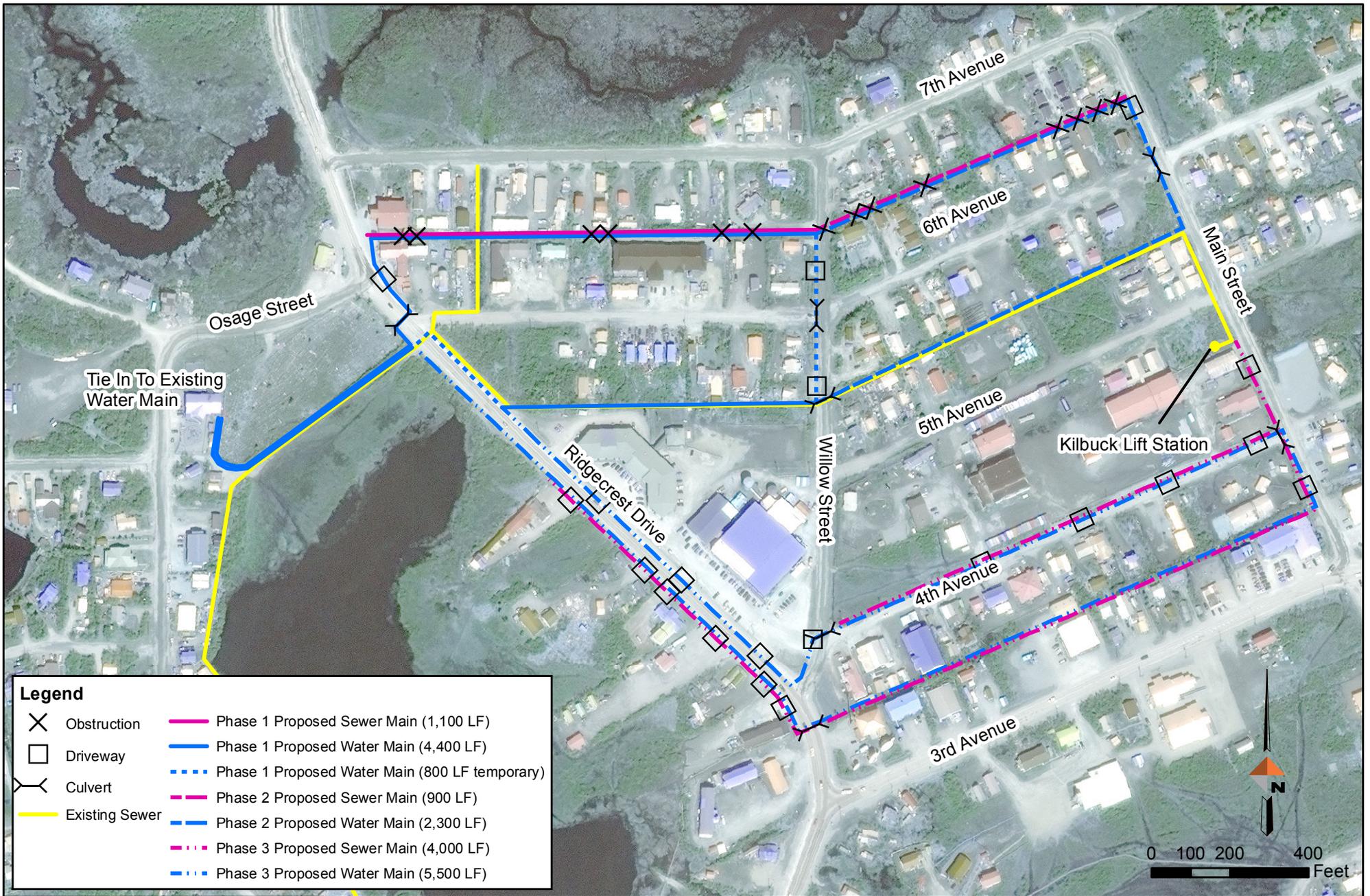
- Poor future development potential along the west side of Ridgecrest Drive.

Proposed Alternatives Figures



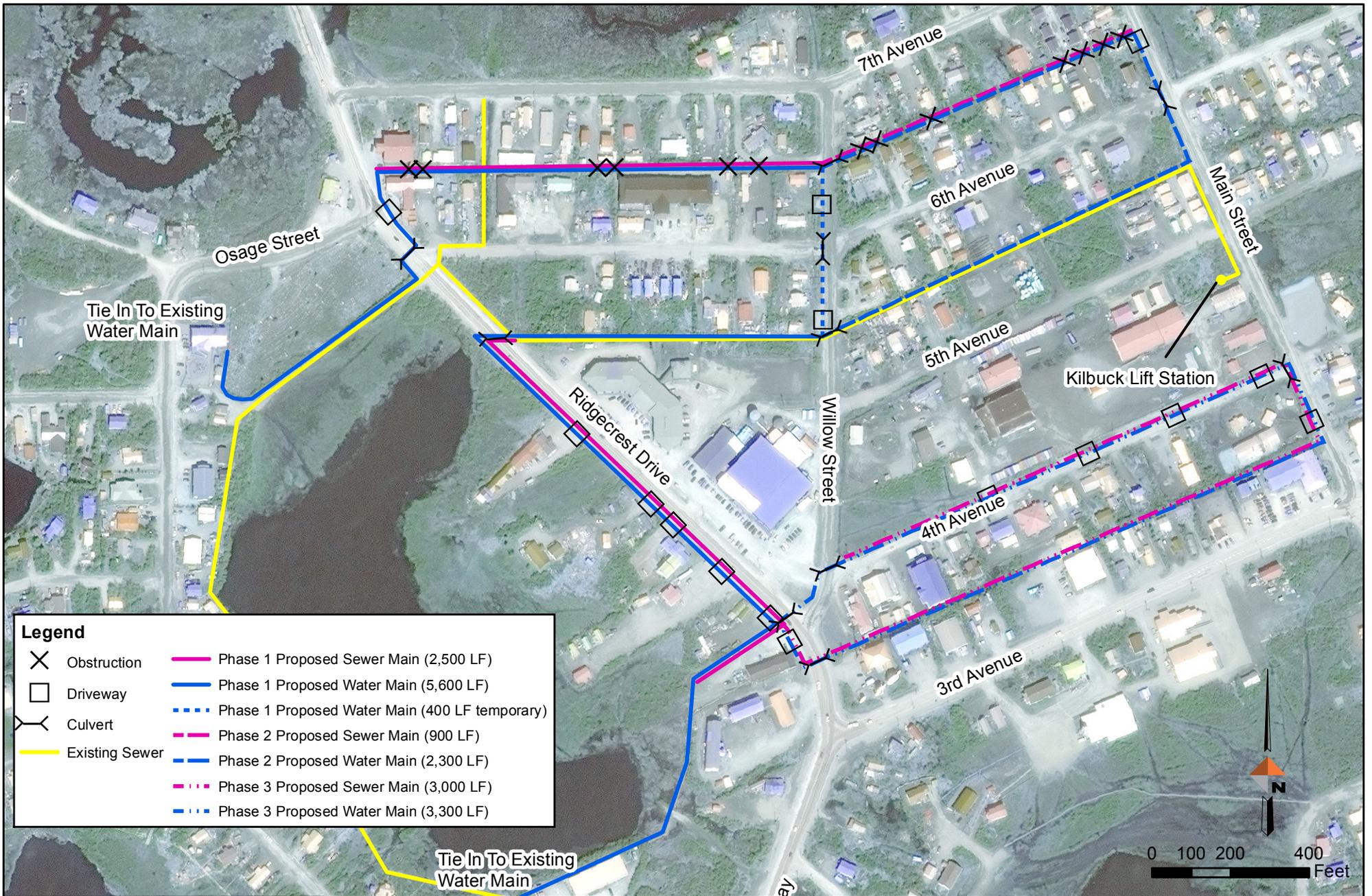
Proposed Water & Sewer Mains, Alternative 1
 The Avenues Neighborhood Water & Sewer
 Bethel, Alaska

| | |
|-------------------------------|---------------|
| PROJECT | 1529.50118.01 |
| DATE | Apr 10, 2018 |
| Alternative for CIP #1 | |
| 112 | |



Proposed Water & Sewer Mains, Alternative 2
 The Avenues Neighborhood Water & Sewer
 Bethel, Alaska

| | |
|------------------------|---------------|
| PROJECT | 1529.50118.01 |
| DATE | Apr 10, 2018 |
| Alternative for CIP #2 | |
| 113 | |



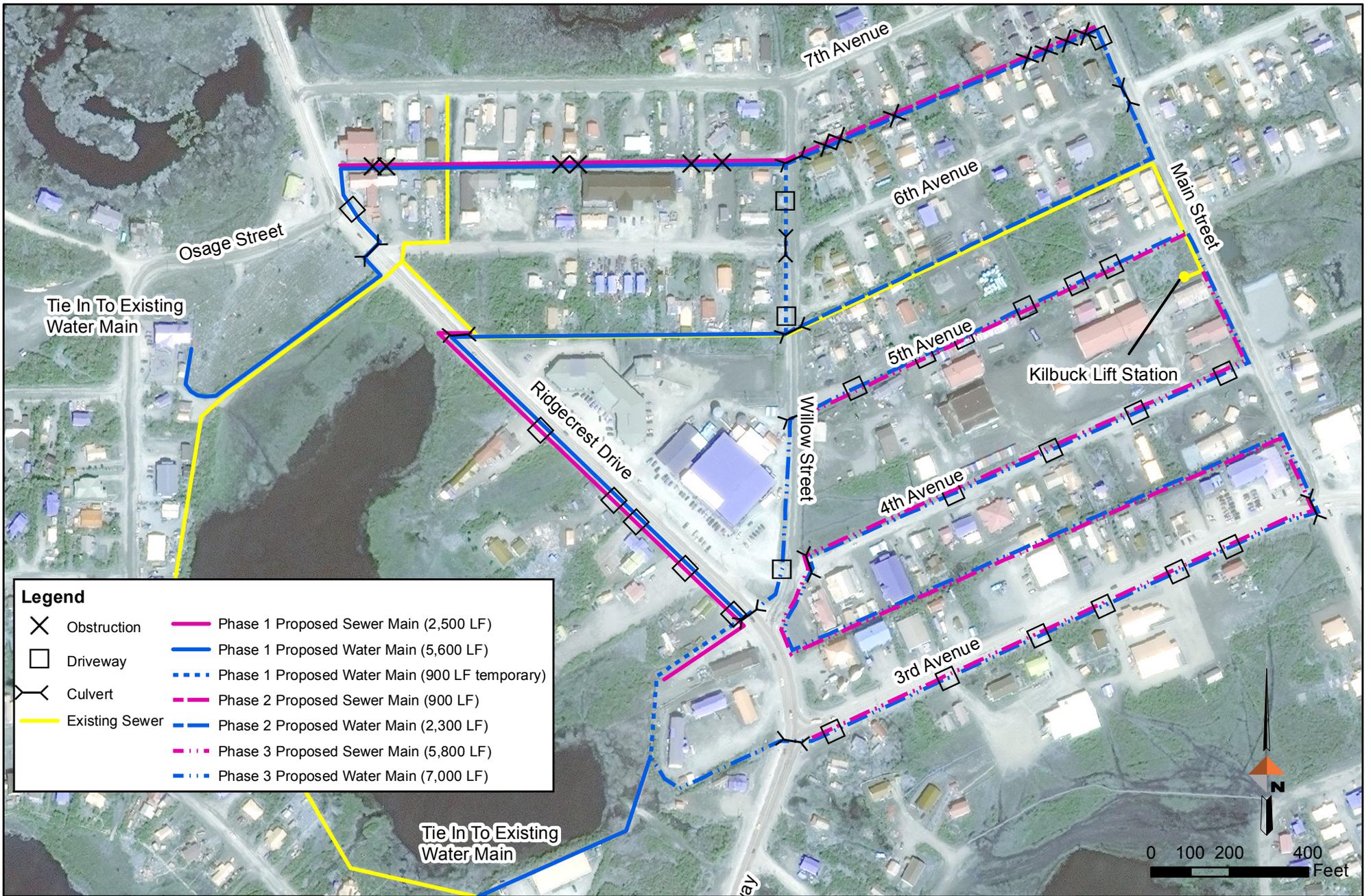
Legend

- ✕ Obstruction
- Driveway
- Y Culvert
- Existing Sewer
- Phase 1 Proposed Sewer Main (2,500 LF)
- Phase 1 Proposed Water Main (5,600 LF)
- - - Phase 1 Proposed Water Main (400 LF temporary)
- Phase 2 Proposed Sewer Main (900 LF)
- Phase 2 Proposed Water Main (2,300 LF)
- · - Phase 3 Proposed Sewer Main (3,000 LF)
- · - Phase 3 Proposed Water Main (3,300 LF)



Proposed Water & Sewer Mains, Alternative 3
 The Avenues Neighborhood Water & Sewer
 Bethel, Alaska

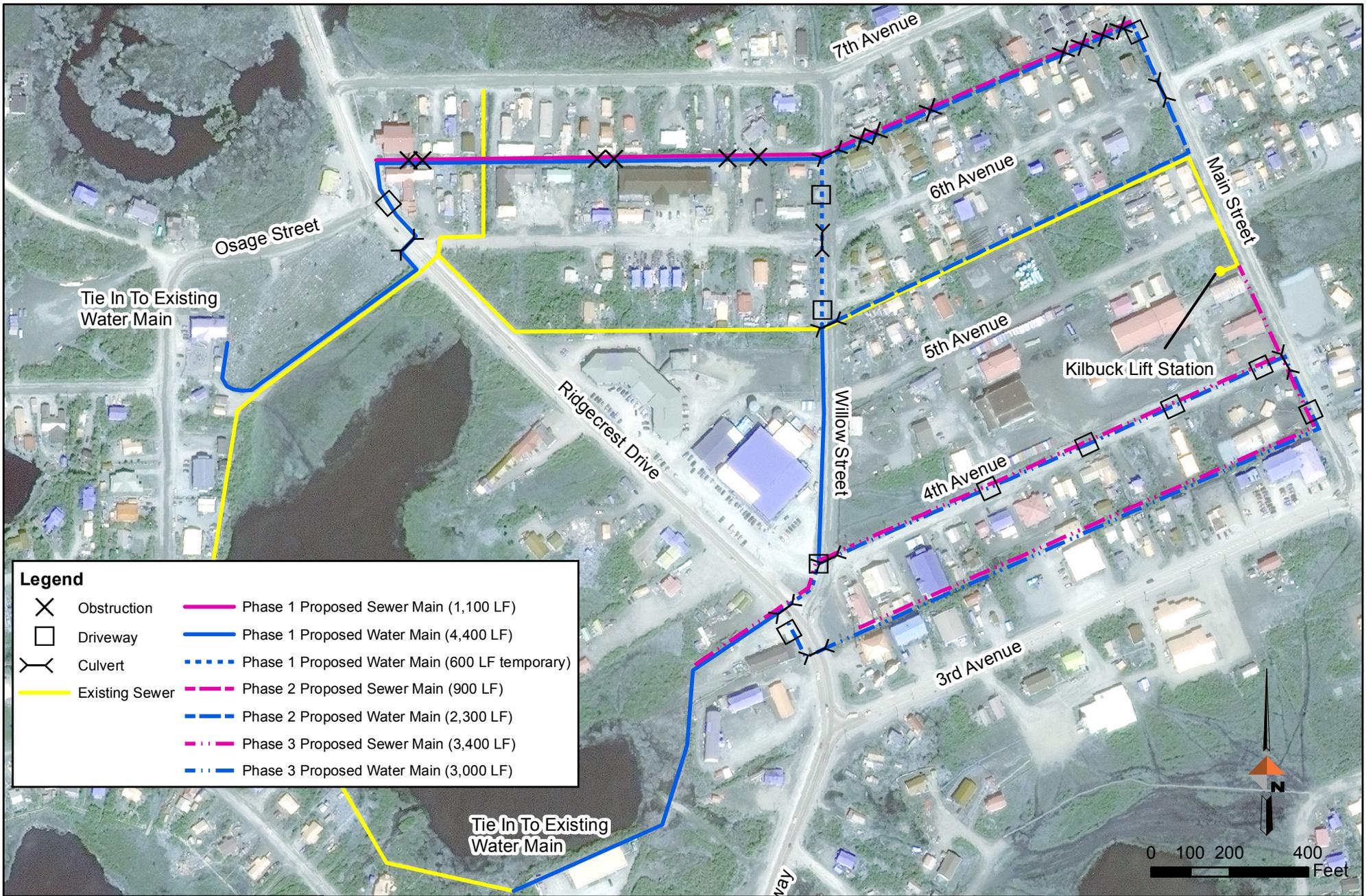
| | |
|-------------------------------|---------------|
| PROJECT | 1529.50118.01 |
| DATE | Apr 10, 2018 |
| Alternative for CIP #3 | |
| 114 | |



Proposed Water & Sewer Mains, Alternative 4
 The Avenues Neighborhood Water & Sewer
 Bethel, Alaska

| | |
|---------|---------------|
| PROJECT | 1529.50118.01 |
| DATE | Apr 10, 2018 |

Alternative for CIP #4
 115



Proposed Water & Sewer Mains, Alternative 5
The Avenues Neighborhood Water & Sewer
Bethel, Alaska

| | |
|-------------------------------|---------------|
| PROJECT | 1529.50118.01 |
| DATE | Apr 10, 2018 |
| Alternative for CIP #5 | |
| 116 | |

Cost Estimate Summary

| Cost Estimate Summary | | | | | | |
|-----------------------|--------------|---------------|------------------|-----------------|-----------------|-------------------------|
| Alternative/Phase | Cost | Costs (Total) | Parcels Serviced | Parcels (Total) | Cost Per Parcel | Cost Per Parcel (Total) |
| <i>Alternative 1</i> | | | | | | |
| Phase 1 | \$ 3,340,000 | \$ 9,440,000 | 38 | 118 | \$ 88,000 | \$ 80,000 |
| Phase 2 | \$ 2,050,000 | | 34 | | \$ 60,000 | |
| Phase 3 | \$ 4,050,000 | | 46 | | \$ 88,000 | |
| <i>Alternative 2</i> | | | | | | |
| Phase 1 | \$ 3,360,000 | \$ 10,950,000 | 38 | 131 | \$ 88,000 | \$ 84,000 |
| Phase 2 | \$ 2,050,000 | | 34 | | \$ 60,000 | |
| Phase 3 | \$ 5,540,000 | | 59 | | \$ 94,000 | |
| <i>Alternative 3</i> | | | | | | |
| Phase 1 | \$ 4,820,000 | \$ 10,620,000 | 51 | 131 | \$ 95,000 | \$ 81,000 |
| Phase 2 | \$ 2,050,000 | | 34 | | \$ 60,000 | |
| Phase 3 | \$ 3,750,000 | | 46 | | \$ 82,000 | |
| <i>Alternative 4</i> | | | | | | |
| Phase 1 | \$ 4,840,000 | \$ 14,370,000 | 51 | 134 | \$ 95,000 | \$ 107,000 |
| Phase 2 | \$ 2,050,000 | | 34 | | \$ 60,000 | |
| Phase 3 | \$ 7,480,000 | | 49 | | \$ 153,000 | |
| <i>Alternative 5</i> | | | | | | |
| Phase 1 | \$ 3,450,000 | \$ 9,290,000 | 31 | 114 | \$ 111,000 | \$ 81,000 |
| Phase 2 | \$ 2,050,000 | | 34 | | \$ 60,000 | |
| Phase 3 | \$ 3,790,000 | | 49 | | \$ 77,000 | |

Cost Estimate Calculations

| Alternative 1, Phase 1 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$173,275 | \$173,275 |
| 2 | Construction surveying | 1 | LS | \$69,310 | \$69,310 |
| 3 | Installation of Arctic Main | 5,583 | LF | \$350 | \$1,953,959 |
| 4 | Removal of Water Main | 430 | LF | \$50 | \$21,500 |
| 5 | Highway Direct Bury Crossing | 2 | EA | \$50,000 | \$100,000 |
| 6 | Driveway Casing Crossing | 3 | EA | \$3,000 | \$9,000 |
| 7 | Easement Obstructions | 6 | EA | \$10,000 | \$60,000 |
| Subtotal | | | | | \$2,387,044 |
| Design (10% Subtotal) | | | | | \$238,704.43 |
| Construction Administration (10%) | | | | | \$238,704.43 |
| Contingency (20%) | | | | | \$477,408.87 |
| Total | | | | | \$3,341,862 |

| Alternative 1, Phase 2 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$109,215 | \$109,215 |
| 2 | Construction surveying | 1 | LS | \$43,686 | \$43,686 |
| 3 | Installation of Arctic Main | 3,110 | LF | \$350 | \$1,088,464 |
| 4 | Removal of Water Main | 0 | LF | \$50 | \$0 |
| 5 | Highway Direct Bury Crossing | 3 | EA | \$50,000 | \$150,000 |
| 6 | Driveway Casing Crossing | 1 | EA | \$3,000 | \$3,000 |
| 7 | Easement Obstructions | 7 | EA | \$10,000 | \$70,000 |
| Subtotal | | | | | \$1,464,365 |
| Design (10% Subtotal) | | | | | \$146,436.47 |
| Construction Administration (10%) | | | | | \$146,436.47 |
| Contingency (20%) | | | | | \$292,872.94 |
| Total | | | | | \$2,050,111 |

| Alternative 1, Phase 3 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$217,282 | \$217,282 |
| 2 | Construction surveying | 1 | LS | \$86,913 | \$86,913 |
| 3 | Installation of Arctic Main | 6,883 | LF | \$350 | \$2,409,086 |
| 4 | Removal of Water Main | 0 | LF | \$50 | \$0 |
| 5 | Highway Direct Bury Crossing | 3 | EA | \$50,000 | \$150,000 |
| 6 | Driveway Casing Crossing | 10 | EA | \$3,000 | \$30,000 |
| 7 | Easement Obstructions | 0 | EA | \$10,000 | \$0 |
| Subtotal | | | | | \$2,893,281 |
| Design (10% Subtotal) | | | | | \$289,328.15 |
| Construction Administration (10%) | | | | | \$289,328.15 |
| Contingency (20%) | | | | | \$578,656.29 |
| Total | | | | | \$4,050,594 |

| Alternative 2, Phase 1 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$173,275 | \$173,275 |
| 2 | Construction surveying | 1 | LS | \$69,310 | \$69,310 |
| 3 | Installation of Arctic Main | 5,581 | LF | \$350 | \$1,953,330 |
| 4 | Removal of Water Main | 752 | LF | \$50 | \$37,603 |
| 5 | Highway Direct Bury Crossing | 2 | EA | \$50,000 | \$100,000 |
| 6 | Driveway Casing Crossing | 3 | EA | \$3,000 | \$9,000 |
| 7 | Easement Obstructions | 6 | EA | \$10,000 | \$60,000 |
| Subtotal | | | | | \$2,402,518 |
| Design (10% Subtotal) | | | | | \$240,251.80 |
| Construction Administration (10%) | | | | | \$240,251.80 |
| Contingency (20%) | | | | | \$480,503.61 |
| Total | | | | | \$3,363,525 |

| Alternative 2, Phase 2 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$109,215 | \$109,215 |
| 2 | Construction surveying | 1 | LS | \$43,686 | \$43,686 |
| 3 | Installation of Arctic Main | 3,110 | LF | \$350 | \$1,088,464 |
| 4 | Removal of Water Main | 0 | LF | \$50 | \$0 |
| 5 | Highway Direct Bury Crossing | 3 | EA | \$50,000 | \$150,000 |
| 6 | Driveway Casing Crossing | 1 | EA | \$3,000 | \$3,000 |
| 7 | Easement Obstructions | 7 | EA | \$10,000 | \$70,000 |
| Subtotal | | | | | \$1,464,365 |
| Design (10% Subtotal) | | | | | \$146,436.47 |
| Construction Administration (10%) | | | | | \$146,436.47 |
| Contingency (20%) | | | | | \$292,872.94 |
| Total | | | | | \$2,050,111 |

| Alternative 2, Phase 3 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$303,297 | \$303,297 |
| 2 | Construction surveying | 1 | LS | \$121,319 | \$121,319 |
| 3 | Installation of Arctic Main | 9,523 | LF | \$350 | \$3,333,033 |
| 4 | Removal of Water Main | 0 | LF | \$50 | \$0 |
| 5 | Highway Direct Bury Crossing | 3 | EA | \$50,000 | \$150,000 |
| 6 | Driveway Casing Crossing | 16 | EA | \$3,000 | \$48,000 |
| 7 | Easement Obstructions | 0 | EA | \$10,000 | \$0 |
| Subtotal | | | | | \$3,955,649 |
| Design (10% Subtotal) | | | | | \$395,564.88 |
| Construction Administration (10%) | | | | | \$395,564.88 |
| Contingency (20%) | | | | | \$791,129.76 |
| Total | | | | | \$5,537,908 |

| Alternative 3, Phase 1 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$246,913 | \$246,913 |
| 2 | Construction surveying | 1 | LS | \$98,765 | \$98,765 |
| 3 | Installation of Arctic Main | 8,126 | LF | \$350 | \$2,843,970 |
| 4 | Removal of Water Main | 430 | LF | \$50 | \$21,500 |
| 5 | Highway Direct Bury Crossing | 3 | EA | \$50,000 | \$150,000 |
| 6 | Driveway Casing Crossing | 8 | EA | \$3,000 | \$24,000 |
| 7 | Easement Obstructions | 6 | EA | \$10,000 | \$60,000 |
| Subtotal | | | | | \$3,445,149 |
| Design (10% Subtotal) | | | | | \$344,514.87 |
| Construction Administration (10%) | | | | | \$344,514.87 |
| Contingency (20%) | | | | | \$689,029.73 |
| Total | | | | | \$4,823,208 |

| Alternative 3, Phase 2 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$109,215 | \$109,215 |
| 2 | Construction surveying | 1 | LS | \$43,686 | \$43,686 |
| 3 | Installation of Arctic Main | 3,110 | LF | \$350 | \$1,088,464 |
| 4 | Removal of Water Main | 0 | LF | \$50 | \$0 |
| 5 | Highway Direct Bury Crossing | 3 | EA | \$50,000 | \$150,000 |
| 6 | Driveway Casing Crossing | 1 | EA | \$3,000 | \$3,000 |
| 7 | Easement Obstructions | 7 | EA | \$10,000 | \$70,000 |
| Subtotal | | | | | \$1,464,365 |
| Design (10% Subtotal) | | | | | \$146,436.47 |
| Construction Administration (10%) | | | | | \$146,436.47 |
| Contingency (20%) | | | | | \$292,872.94 |
| Total | | | | | \$2,050,111 |

| Alternative 3, Phase 3 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$191,606 | \$191,606 |
| 2 | Construction surveying | 1 | LS | \$76,642 | \$76,642 |
| 3 | Installation of Arctic Main | 6,255 | LF | \$350 | \$2,189,412 |
| 4 | Removal of Water Main | 0 | LF | \$50 | \$0 |
| 5 | Highway Direct Bury Crossing | 4 | EA | \$50,000 | \$200,000 |
| 6 | Driveway Casing Crossing | 6 | EA | \$3,000 | \$18,000 |
| 7 | Easement Obstructions | 0 | EA | \$10,000 | \$0 |
| Subtotal | | | | | \$2,675,660 |
| Design (10% Subtotal) | | | | | \$267,566.01 |
| Construction Administration (10%) | | | | | \$267,566.01 |
| Contingency (20%) | | | | | \$535,132.03 |
| Total | | | | | \$3,745,924 |

| Alternative 4, Phase 1 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$246,913 | \$246,913 |
| 2 | Construction surveying | 1 | LS | \$98,765 | \$98,765 |
| 3 | Installation of Arctic Main | 8,102 | LF | \$350 | \$2,835,833 |
| 4 | Removal of Water Main | 900 | LF | \$50 | \$45,014 |
| 5 | Highway Direct Bury Crossing | 3 | EA | \$50,000 | \$150,000 |
| 6 | Driveway Casing Crossing | 8 | EA | \$3,000 | \$24,000 |
| 7 | Easement Obstructions | 6 | EA | \$10,000 | \$60,000 |
| Subtotal | | | | | \$3,460,525 |
| Design (10% Subtotal) | | | | | \$346,052.49 |
| Construction Administration (10%) | | | | | \$346,052.49 |
| Contingency (20%) | | | | | \$692,104.97 |
| Total | | | | | \$4,844,735 |

| Alternative 4, Phase 2 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$109,215 | \$109,215 |
| 2 | Construction surveying | 1 | LS | \$43,686 | \$43,686 |
| 3 | Installation of Arctic Main | 3,110 | LF | \$350 | \$1,088,464 |
| 4 | Removal of Water Main | 0 | LF | \$50 | \$0 |
| 5 | Highway Direct Bury Crossing | 3 | EA | \$50,000 | \$150,000 |
| 6 | Driveway Casing Crossing | 1 | EA | \$3,000 | \$3,000 |
| 7 | Easement Obstructions | 7 | EA | \$10,000 | \$70,000 |
| Subtotal | | | | | \$1,464,365 |
| Design (10% Subtotal) | | | | | \$146,436.47 |
| Construction Administration (10%) | | | | | \$146,436.47 |
| Contingency (20%) | | | | | \$292,872.94 |
| Total | | | | | \$2,050,111 |

| Alternative 4, Phase 3 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$412,714 | \$412,714 |
| 2 | Construction surveying | 1 | LS | \$165,085 | \$165,085 |
| 3 | Installation of Arctic Main | 12,751 | LF | \$350 | \$4,462,683 |
| 4 | Removal of Water Main | 0 | LF | \$50 | \$0 |
| 5 | Highway Direct Bury Crossing | 5 | EA | \$50,000 | \$250,000 |
| 6 | Driveway Casing Crossing | 17 | EA | \$3,000 | \$51,000 |
| 7 | Easement Obstructions | 0 | EA | \$10,000 | \$0 |
| Subtotal | | | | | \$5,341,482 |
| Design (10% Subtotal) | | | | | \$534,148.17 |
| Construction Administration (10%) | | | | | \$534,148.17 |
| Contingency (20%) | | | | | \$1,068,296.33 |
| Total | | | | | \$7,478,074 |

| Alternative 5, Phase 1 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$182,996 | \$182,996 |
| 2 | Construction surveying | 1 | LS | \$73,198 | \$73,198 |
| 3 | Installation of Arctic Main | 5,582 | LF | \$350 | \$1,953,808 |
| 4 | Removal of Water Main | 588 | LF | \$50 | \$29,384 |
| 5 | Highway Direct Bury Crossing | 3 | EA | \$50,000 | \$150,000 |
| 6 | Driveway Casing Crossing | 4 | EA | \$3,000 | \$12,000 |
| 7 | Easement Obstructions | 6 | EA | \$10,000 | \$60,000 |
| Subtotal | | | | | \$2,461,386 |
| Design (10% Subtotal) | | | | | \$246,138.60 |
| Construction Administration (10%) | | | | | \$246,138.60 |
| Contingency (20%) | | | | | \$492,277.19 |
| Total | | | | | \$3,445,940 |

| Alternative 5, Phase 2 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$109,215 | \$109,215 |
| 2 | Construction surveying | 1 | LS | \$43,686 | \$43,686 |
| 3 | Installation of Arctic Main | 3,110 | LF | \$350 | \$1,088,464 |
| 4 | Removal of Water Main | 0 | LF | \$50 | \$0 |
| 5 | Highway Direct Bury Crossing | 3 | EA | \$50,000 | \$150,000 |
| 6 | Driveway Casing Crossing | 1 | EA | \$3,000 | \$3,000 |
| 7 | Easement Obstructions | 7 | EA | \$10,000 | \$70,000 |
| Subtotal | | | | | \$1,464,365 |
| Design (10% Subtotal) | | | | | \$146,436.47 |
| Construction Administration (10%) | | | | | \$146,436.47 |
| Contingency (20%) | | | | | \$292,872.94 |
| Total | | | | | \$2,050,111 |

| Alternative 5, Phase 3 | | | | | |
|-----------------------------------|------------------------------|----------|------|------------|--------------------|
| Bid Item | Description | Quantity | Type | Unit Price | Total Cost |
| 1 | Mobilization | 1 | LS | \$191,074 | \$191,074 |
| 2 | Construction surveying | 1 | LS | \$76,430 | \$76,430 |
| 3 | Installation of Arctic Main | 6,483 | LF | \$350 | \$2,269,030 |
| 4 | Removal of Water Main | 0 | LF | \$50 | \$0 |
| 5 | Highway Direct Bury Crossing | 3 | EA | \$50,000 | \$150,000 |
| 6 | Driveway Casing Crossing | 6 | EA | \$3,000 | \$18,000 |
| 7 | Easement Obstructions | 0 | EA | \$10,000 | \$0 |
| Subtotal | | | | | \$2,704,534 |
| Design (10% Subtotal) | | | | | \$270,453.41 |
| Construction Administration (10%) | | | | | \$270,453.41 |
| Contingency (20%) | | | | | \$540,906.82 |
| Total | | | | | \$3,786,348 |

| Alternative 1 | | | | | | | | | | | | |
|---------------|-----------|-------------|-------|--------------|-----------|----------|------------------------------|-----------------------|--------------|-----------|------------|-----------|
| Water | | Sewer | | Obstructions | Driveways | Culverts | | | | | | |
| Phase 1 | | | | | | | | | | | | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 1, Alternative 1 | Totals For All Phases | | | | |
| 4,448 | 430 | 1,135 | | 6 | 3 | 2 | 5,583 | Length | Obstructions | Driveways | Culverts | Abandoned |
| Phase 2 | | | | | | | 15,576 | 13 | 14 | 8 | 430.00898 | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 2, Alternative 1 | | | | | |
| 2,251 | | 859 | | 7 | 1 | 3 | 3,110 | | | | | |
| Phase 3 | | | | | | | | | | | | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 3, Alternative 1 | | | | | |
| 4,032 | | 2,851 | | 0 | 10 | 3 | 6,883 | | | | | |
| Alternative 2 | | | | | | | | | | | | |
| Water | | Sewer | | Obstructions | Driveways | Culverts | | | | | | |
| Phase 1 | | | | | | | | | | | | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 1, Alternative 2 | Totals For All Phases | | | | |
| 4,439 | 752 | 1,142 | | 6 | 3 | 2 | 5,581 | Length | Obstructions | Driveways | Culverts | Abandoned |
| Phase 2 | | | | | | | 18,214 | 13 | 20 | 8 | 752.065122 | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 2, Alternative 2 | | | | | |
| 2,251 | | 859 | | 7 | 1 | 3 | 3,110 | | | | | |
| Phase 3 | | | | | | | | | | | | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 3, Alternative 1 | | | | | |
| 5,484 | | 4,039 | | 0 | 16 | 3 | 9,523 | | | | | |
| Alternative 3 | | | | | | | | | | | | |
| Water | | Sewer | | Obstructions | Driveways | Culverts | | | | | | |
| Phase 1 | | | | | | | | | | | | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 1, Alternative 3 | Totals For All Phases | | | | |
| 5,610 | 430 | 2,516 | | 6 | 8 | 3 | 8,126 | Length | Obstructions | Driveways | Culverts | Abandoned |
| Phase 2 | | | | | | | 17,491 | 13 | 15 | 10 | 430.00898 | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 2, Alternative 3 | | | | | |
| 2,251 | | 859 | | 7 | 1 | 3 | 3,110 | | | | | |
| Phase 3 | | | | | | | | | | | | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 3, Alternative 3 | | | | | |
| 3,262 | | 2,994 | | 0 | 6 | 4 | 6,255 | | | | | |
| Alternative 4 | | | | | | | | | | | | |
| Water | | Sewer | | Obstructions | Driveways | Culverts | | | | | | |
| Phase 1 | | | | | | | | | | | | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 1, Alternative 4 | Totals For All Phases | | | | |
| 5,563 | 900 | 2,540 | | 6 | 8 | 3 | 8,102 | Length | Obstructions | Driveways | Culverts | Abandoned |
| Phase 2 | | | | | | | 23,963 | 13 | 26 | 11 | 900.286719 | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 2, Alternative 4 | | | | | |
| 2,251 | | 859 | | 7 | 1 | 3 | 3,110 | | | | | |
| Phase 3 | | | | | | | | | | | | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 3, Alternative 4 | | | | | |
| 6,989 | | 5,761 | | 0 | 17 | 5 | 12,751 | | | | | |
| Alternative 5 | | | | | | | | | | | | |
| Water | | Sewer | | Obstructions | Driveways | Culverts | | | | | | |
| Phase 1 | | | | | | | | | | | | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 1, Alternative 5 | Totals For All Phases | | | | |
| 4,448 | 588 | 1,135 | | 6 | 4 | 3 | 5,582 | Length | Obstructions | Driveways | Culverts | Abandoned |
| Phase 2 | | | | | | | 15,175 | 13 | 11 | 9 | 587.688607 | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 2, Alternative 5 | | | | | |
| 2,251 | | 859 | | 7 | 1 | 3 | 3,110 | | | | | |
| Phase 3 | | | | | | | | | | | | |
| Length (ft) | Abandoned | Length (ft) | Notes | | | | Total Phase 3, Alternative 5 | | | | | |
| 3,038 | | 3,445 | | 0 | 6 | 3 | 6,483 | | | | | |

***Note for Lucas, all "Abandoned" piping was water main built in Phase 1

APPENDIX C

Insurance Incident Analysis

Matrix of Incidents relating to Utility Services Operations

| Type of Incident | Policy Year | Number of Incidents per month of year | | | | | | | | | | | |
|--|-------------|---------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| | | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
| Truck struck vehicle when entering/leaving customer premises | 2012-2013 | | 1 | 1 | | | 1 | | | | | | |
| Truck struck building or damaged property | Total = 5 | | | | | | | | | | | | |
| Overflow tank while delivering water | | | | | | | | | | | | | |
| Pumped sewage into house | | | 1 | | | | | | | | | | |
| Truck rollover | | | | | | 1 | | | | | | | |
| Truck struck vehicle when entering/leaving customer premises | 2013-2014 | | | | | | | | | | | | |
| Truck struck building or damaged property | Total = 1 | | | | | | | | 1 | | | | |
| Overflow tank while delivering water | | | | | | | | | | | | | |
| Pumped sewage into house | | | | | | | | | | | | | |
| Truck rollover | | | | | | | | | | | | | |
| Truck struck vehicle when entering/leaving customer premises | 2014-2015 | | | | | | | | | | | | |
| Truck struck building or damaged property | Total = 6 | | | | | | | | | | 1 | | |
| Overflow tank while delivering water | | | | 2 | | | 1 | 1 | 1 | | | | |
| Pumped sewage into house | | | | | | | | | | | | | |
| Truck rollover | | | | | | | | | | | | | |
| Truck struck vehicle when entering/leaving customer premises | 2015-2016 | | 1 | | | | | | 2 | | | 2 | 1 |
| Truck struck building or damaged property | Total = 11 | | | | | 1 | | 1 | | 1 | | | |
| Overflow tank while delivering water | | | | | | 1 | 1 | | | | | | |
| Pumped sewage into house | | | | | | | | | | | | | |
| Truck rollover | | | | | | | | | | | | | |

Type of Incident

Truck struck vehicle when entering/leaving customer premises

2016-2017

Truck struck building or damaged property

Total = 11

Overflow tank while delivering water

Pumped sewage into house

Truck rollover

missed scheduled sewer pick-up

Truck struck vehicle when entering/leaving customer premises

2017-2018

Truck struck building or damaged property

Total = 21

Overflow tank while delivering water

Pumped sewage into house

Truck rollover

missed scheduled sewer pick-up

stuck in driveway/Property

Monthly Totals 2012 to 2018

Total all

| | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Truck struck vehicle when entering/leaving customer premises | | | | | | | | | | | | |
| Truck struck building or damaged property | | 1 | | | | | | 1 | | | | |
| Overflow tank while delivering water | | | | | | 1 | 3 | 3 | | | | |
| Pumped sewage into house | | | | 1 | | | | | | | | |
| Truck rollover | | | | | | | | | 1 | | | |
| missed scheduled sewer pick-up | | | | | | | | | | | | |
| Truck struck vehicle when entering/leaving customer premises | | | | | 2 | | 2 | | | 1 | 1 | |
| Truck struck building or damaged property | 2 | 1 | | 1 | | 6 | | 1 | | 1 | | |
| Overflow tank while delivering water | 1 | | | | | | | 1 | | | | |
| Pumped sewage into house | | | | | | | | | | | | |
| Truck rollover | | | | | | | | | | | | |
| missed scheduled sewer pick-up | | | | | | | | | | | | |
| stuck in driveway/Property | | | | | 1 | | | | | | | |
| Monthly Totals 2012 to 2018 | 3 | 5 | 3 | 2 | 6 | 10 | 9 | 9 | 2 | 2 | 3 | 1 |
| Total all | | | | | | | | | | | | |

NOTE: Based on the raw data there

was an increase in the incidents in the last three policy years but this could be related to several factors:

1. Better/Increased reporting - In 2015 GCI gave out free cell phones to everyone in town
2. Short staffed resulting in long work days and a fatigue factor
3. High turnover in staff resulting in inexperienced drivers

| Incident Analysis | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|-------------|----|----|-------------|----|----|-----------|----|----|---------|----|----|----------|----|----|--------------------------|----|----|----------------------|-----|-----|----------|-----|-----|-------|---|-----|-------|-----|-----|-----|-----|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Incidents per Month | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | JULY | | | AUGUST | | | SEPTEMBER | | | OCTOBER | | | NOVEMBER | | | DECEMBER | | | JANUARY | | | FEBRUARY | | | MARCH | | | APRIL | | | MAY | | | JUNE | | | | | | | | | | | | | |
| | 14 | 15 | 16 | 17 | 14 | 15 | 16 | 17 | 14 | 15 | 16 | 17 | 14 | 15 | 16 | 17 | 14 | 15 | 16 | 17 | 14 | 15 | 16 | 17 | 14 | 15 | 16 | 17 | 14 | 15 | 16 | 17 | 14 | 15 | 16 | 17 | 14 | 15 | 16 | 17 | | | | | | | |
| Truck v. Vehicle | | | | | 1 | | | | | | | | | | | 2 | | | | | 2 | 2 | | | | | | | | | | | | | | | 1 | 2 | 1 | 1 | | | | | | | |
| Building/Property | | | 2 | | | 1 | 1 | | | | 1 | | | 1 | | | | | | 6 | 1 | | | | | | 1 | 1 | | | 1 | | | | | | | | 1 | | | | | | | | |
| Water Overflow | | | 1 | | | | | 2 | | | | | | | | | | | 1 | 1 | 1 | 1 | 3 | | | | | 1 | 3 | 1 | | | | | | | | | | | | | | | | | |
| Pumped sewage into house | | | | | | | | | | | | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Cost per category per year | | | | | | | | | | | | | | | | All Listed Claims | | | | | | | | | | TOTAL Cost for 3 Years = \$389,055 | | | | | | | | | | | | | | | | | | | | | |
| Truck v. Vehicle | | | | | | | | | | | | | | | | | | | | | | | | | | AVE Cost per Year = \$129,685 | | | | | | | | | | | | | | | | | | | | | |
| 2014 - 2015 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2015 - 2016 | 23, 419 | | | 6 incidents | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2016 - 2017 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Building/Property | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2014 - 2015 | 35, 535 | | | 1 incident | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2015 - 2016 | 5, 889 | | | 3 incidents | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2016 - 2017 | 1, 450 | | | 2 incidents | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Water Overflow | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2014 - 2015 | 48, 808 | | | 5 incidents | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2015 - 2016 | 4, 533 | | | 2 incidents | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2016 - 2017 | 149, 344 | | | 7 incidents | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pump sewage into home | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2016 - 2017 | 119, 117 | | | 1 incident | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Paid out/Year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2014 - 2015 | \$84, 343 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2015 - 2016 | \$33, 841 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2016 - 2017 | \$ 270, 871 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 5 | 10 | 15 | 20 | 25 | 30 | 35 | 40 | 45 | 50 | 55 | 60 | 65 | 70 | 75 | 80 | 85 | 90 | 95 | 100 | 105 | 110 | 115 | 120 | 125 | 130 | 135 | 140 | 145 | 150 | 155 | 160 | 165 | 170 | 175 | 180 | 185 | 190 | 195 | 200 | 210 | 220 | 230 | 240 | 250 | 260 | 270 |
| Total All Claims for four categories above | | | | | | | | | | | | | | | | | | | Dollars in thousands | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

City of Bethel Action Memorandum

| | | | |
|-------------------------|---------------|----------------|------------|
| Action memorandum No. | 18-53 | | |
| Date action introduced: | July 10, 2018 | Introduced by: | Mayor Robb |
| Date action taken: | | Approved | Denied |
| Confirmed by: | | | |

Action Title: Appointment of Lucinda Alexie the Community Action Grant Technical Review Board for a term of three years.

Attachment(s): none

| Amount of fiscal impact: | | Account information: |
|--------------------------|--------------------------------|----------------------|
| X | No fiscal impact at this time. | |
| | Funds in City Budget. | |
| | Funds not in City Budget. | |

Summary Statement

Action Memorandum 18-53 is sponsored by Mayor Robb at the request of the City Clerk. Lucinda Alexie has requested appointment to the Community Action Grant Technical Review Board. If appointed, they would be appointed to a term of three years as a regular member with a term expiration of December 31, 2020.

CITY OF BETHEL ACTION MEMORANDUM

| | | | |
|-------------------------|---------------|-----------------------------------|---------------------------------|
| Action Memorandum No. | 18-54 | | |
| Date Action Introduced: | July 10, 2018 | Introduced By: | C. Manager Williams |
| Date Action Taken: | July 10, 2018 | <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| Confirmed By: | | | |

Authorize the City Manager to negotiate and execute a contract with Espelin & Associates, LLC., for interim coverage of the Finance Director position (Corresponds to IM 18-11.)

| Route To: | Department/Individual | Initials | Remarks |
|-------------------------------------|-----------------------|-----------|--|
| <input checked="" type="checkbox"/> | City Manager | PW | |
| <input checked="" type="checkbox"/> | City Attorney | <i>FB</i> | Complies w/4.20.150 & is within budget only if modification approved |

Attachment(s): copy of proposed contract

| Amount of Fiscal Impact | | Account Information |
|-------------------------|---|----------------------|
| | No fiscal impact | |
| | Funds for FY 19 are in proposed budget; FY 20 has not yet been budgeted | |
| \$85,000 | Funds are not budged for Budget modification required | Budget Mod in packet |

The position of finance director is currently vacant. There remains a lot to do with the budget, the audit and numerous other areas of finance. In the past it has taken a significant period of time to fill the position. Currently, the position of Assistant Finance Director has been vacant for the better part of a full year. This leaves a huge gap in the education and training needed to financially run the accounting for a multi-million dollar corporation. This is a temporary replacement to help clean-up the department and get things strong while at the same time assisting the City to be in the best possible position to recruit a director. Because there is much clean-up and training to be done initially, recruitment for a finance director will not begin immediately but will instead wait a few months to allow time for evaluation of the department and how best to proceed.

**PROFESSIONAL SERVICES AGREEMENT
FOR
PROFESSIONAL ACCOUNTING SERVICES**

THIS AGREEMENT made and entered into this 11th day of July 2018, by and between the CITY OF BETHEL, a municipal corporation, (hereinafter referred to as **CITY**), and ESPELIN & ASSOCIATES, LLC, an Alaska Limited Liability Corporation (For hereinafter "Accountant").

Section 01 Scope of Services

Accountant hereby agrees to provide the services and/or materials under this Agreement pursuant to the provisions and specifications identified herein and in the attached Appendix A (incorporated herein by reference). Specifically, Accountant, as an Independent Contractor, will be providing the City with coverage for the vacant position of Finance Director and will be assuming the duties of the Finance Director

Specifically, Accountant will be responsible for the following:

- Prepare, review and oversee all City audit preparations relating to the annual independent audit. Accountant to act as the main point of contact and to oversee the process on behalf of the City;
- Review and revise the current FY19 budget and assist the City Manager in presenting the revised budget to the City Council;
- Work with the City Manager and Department Directors to prepare the annual budget for FY20 in time for presentation to the City Council in early March (completed draft budget due on or before March 5, 2019);
- Assist with passage of the FY20 budget by attending budget meetings of the City Council
- Provide grant management: ensure timely and accurate submission of grant financial reports; conduct monthly review of grants, verify appropriateness of expenditures...
- Review monthly bank reconciliations for City bank accounts;
- Prepare monthly financial statements for the City Council with most current expense to budget;
- Review, and if appropriate, approve adjusting general journal entries required to maintain proper accounting records;
- Prepare budget modification requests as necessary to prevent any single line item from exceeding a \$5,000 negative balance;
- Monitor payroll and corresponding filing of tax forms such as W-2, W-3, FUTA, etc.;
- Review cash disbursement vouchers;
- Assist the City with preparation of RFP for qualified investment advisor;
- Work cooperatively with staff and the other consulting firm, Carmen Jackson, CPA, in the provision of financial services to the City of Bethel
- Assist Administration with accounting services as needed and requested.

In addition, after four (4) full months of providing services to the City, Accountant shall prepare a written report to the City outlining its neutral observations of the City's Finance Department.

Specifically, what processes appeared to need the most attention, which were able to be addressed (partially or fully), what still needs to be resolved and recommendations for moving forward.

Section 02 Personnel & Location of Services

Personnel shall be limited to employees of Espelin & Associates, LLC. Services shall be performed by Accountant at their United States location. At no time shall any of the services performed by Accountant or any of their subsidiaries or consultants be performed outside of the United States.

Section 03 Term of Agreement

The Term of this Agreement shall initially be for approximately one (1) years from July 1, 2018 to June 30, 2019 unless terminated sooner as provided herein. However, CITY and Accountant may mutually agree, in writing, to extend this Agreement.

Section 04 Standard of Performance

Accountant shall perform its services consistent with generally accepted standards presently maintained by other practicing firms engaged in the same type of work. Upon written notice to Accountant and by mutual agreement of the parties, Accountant will correct those services not meeting such a standard without additional compensation.

Section 05 Compensation

- A. Subject to the provisions of this Agreement, the CITY shall pay Accountant as follows:
 - 1. Work performed by CPA
 - i. From Accountant’s office – \$160 per hour
 - ii. On-site in Bethel - \$175 per hour
 - iii. Travel time (to/from the Anchorage Airport to the Bethel Airport) - \$90 per hour
 - 2. Work performed by Senior Accounting Staff
 - i. From Accountant’s Office - \$90 per hour
 - ii. On-Site in Bethel - \$100 per hour
 - iii. Travel time (to/from the Anchorage Airport to/from the Bethel Airport) - \$65 per hour.
- B. CITY agrees to pay Accountant at the rates specified above for Services performed and invoiced.
- C. Accountant shall submit an itemized invoice to CITY by the end of each month during which Services are performed. Payment will be processed promptly upon receipt of invoice and in no event will payment be issued more than thirty (30) days from receipt of invoice.
- D. All invoices must be submitted in duplicate and addressed as follows:

City of Bethel
Attn: City Manager
PO Box 1388
Bethel AK 99559-1388

- E. Except as otherwise provided in this Agreement, the CITY shall not provide any additional compensation, payment, service or other thing of value to Accountant in connection with performance of Agreed upon duties. The parties understand and agree that, except as otherwise provided in this section, administrative overhead and other indirect or direct costs Accountant may incur in the performance of its obligations under this Agreement have already been included in computation of Accountant's fee and may not be charged to the CITY.
- F. The parties acknowledge their full understanding and agreement to work cooperatively to ensure that at no time will the total compensation for the initial 6 months of services exceed Eighty-Five Thousand (\$85,000) Dollars without the express written authorization of the City via an approved budget modification by the City Council.

Section 06 Independent Contractor

CITY and Accountant agree that Accountant is an independent contractor and shall not represent itself as an agent or employee of CITY for any purpose in the performance of Accountant's duties under this Agreement. Accordingly, Accountant shall be responsible for payment of all federal, state and local taxes as well as business license fees arising out of Accountant's activities in accordance with this Agreement. For purposes of this Agreement, taxes shall include, but not be limited to, Federal and State Income, Social Security and Unemployment Insurance taxes.

Section 07 Health and Safety

Accountant shall be responsible for initiating, maintaining and supervising all safety precautions and programs required by OSHA and all other regulatory agencies while providing Services under this Agreement.

Section 08 Non-Discrimination

Accountant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual identity, sexual orientation, national origin, handicap, pregnancy, parenthood, age, marital status, status as a disabled veteran, or veteran of the Vietnam War era. Service Provider shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, sexual identity, sexual orientation, national origin, handicap, pregnancy, parenthood, age, marital status, status as a disabled veteran, or veteran of the Vietnam War era. Such actions shall include, but not be limited to the following: employment, upgrading, demotions, or transfers; recruitment or recruitment advertising; layoffs or terminations; rates

of pay or other forms of compensation; selection for training, including apprenticeship; and participation in recreational and educational activities.

Section 09 Performance and Default

If, through any cause, Accountant shall fail to fulfill in a timely and proper manner the obligations under this Agreement, then CITY shall thereafter have the right to immediately terminate this Agreement by giving written notice to Accountant and specifying the effective date thereof. In that event, all finished or unfinished deliverable items under this Agreement prepared by Accountant shall, at the option of the CITY, become its property, and Accountant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials. In such event, Accountant shall not be relieved of liability to the CITY for damages sustained by the CITY by virtue of any breach of this Agreement, and the CITY may withhold any payment due Accountant for the purpose of setoff until such time as the exact amount of damages due the CITY from such breach can be determined. **Notwithstanding the foregoing, Accountant shall be entitled to not less than thirty (30) days written notice to cure any reasonably curable condition alleged to constitute a default by CITY before a breach of this Agreement shall be declared by CITY as a result thereof.**

In case of default by Accountant, the city may procure the services from other sources and hold Accountant responsible for any excess cost occasioned thereby. In addition, in the event of default by Accountant under this Agreement, or upon the Accountant filing a petition for bankruptcy or the entering of a judgment of bankruptcy by or against the Accountant, the CITY may immediately cease doing business with Accountant, immediately terminate for cause all existing contracts the CITY has with Accountant, and de-bar Accountant from doing future business with the CITY.

Section 10 Termination for Convenience

In addition to terminations for cause as provided for in this Agreement, CITY or Accountant may unilaterally terminate this Agreement at any time without cause by providing one hundred twenty (120) calendar days written notice. In that event, all finished or unfinished deliverable items prepared by Accountant under this Agreement shall, at the option of the CITY, become its property. If the Agreement is terminated by the CITY as provided herein, Accountant shall be paid for services satisfactorily completed, less payment or compensation previously made. Termination of this Agreement, either with or without cause, shall not form the basis for loss of anticipated profits by either party.

Section 11 Termination for Non-Availability of Government Funds

If the City Council fails to appropriate sufficient funds or to authorize the expenditure of sufficient funds to continue service under this Agreement, CITY may submit a written notice to Accountant terminating this Agreement. Such notice shall be in writing and shall be not less than thirty (30) calendar days prior to the date of termination. The notice shall include a written statement documenting the reason for termination and an official document certifying the non-availability of funds (e.g., city council action; official budget or other official

government document). CITY shall be liable to Accountant for all charges and costs incurred for products and/or services prior to the effective date of the termination.

Section 12 Causes Beyond Control

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

Section 13 Non-Assignment

No assignment of Accountant's obligations, nor the Accountant's right to receive payment hereunder shall be permitted unless otherwise agreed to in writing by CITY.

- a. SUBCONTRACTING: Work proposed to be performed under this contract by Accountant or its employees shall not be subcontracted without prior written approval by CITY.
- b. OUTSOURCING: Any firm or subcontractor performing call or contact center services to CITY shall disclose to inbound callers the location from which the caller contact center services are being provided. If, after award of this Agreement, the Accountant wishes to outsource any portion of the Services to a location outside of the United States, prior written approval must be obtained from the CITY. Accountant must give notice to the CITY of any relocation of the Accountant, or of its employees, subcontractors, or other persons performing Services for Accountant under this Agreement for CITY's benefit if located outside of the United States.

Section 14 Confidentiality

All data and information, both written and verbal, furnished to Accountant by CITY shall be regarded as confidential, shall remain the sole property of the CITY and shall be held in confidence and safekeeping by Accountant for the sole use of the parties and Service Provider under the terms of this Agreement. Service Provider agrees that its officers, employees, and agents will not disclose to any person, firm or entity other than CITY or CITY's designated legal counsel, accountants or practice management consultants any information about CITY, its

practice or billing, or any of the patients of CITY. Accountant agrees to carry out its obligations to CITY in compliance with the privacy and security regulations pursuant to Public Law 104-191 of August 21, 1996, known as the Health Insurance Portability and Accountability Act of 1996, (“HIPPA”).

Section 15 Audit Rights

For all services being provided hereunder, CITY shall have the right to inspect, examine and make copies of any and all books, accounts and invoices, records and other writing relating to the performance of the Services. Audits shall take place at times and locations mutually agreed upon by both parties. Notwithstanding the foregoing, Accountant must make the materials to be audited available within one (1) week of the request for them.

Section 17 Modifications

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

Section 18 Insurance

The Accountant shall purchase from and maintain in a company or companies lawfully authorized to do business in the State of Alaska as admitted insurers or surplus lines insurers approved by City, such insurance as will protect the Accountant from claims set forth below and others, which may arise out of or as a result from the Accountant’s operations under this contract, whether such operations are by the Accountant or by a sub-contractors or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Restrictions, conditions or exclusions contained in the insurance policies shall not reduce the obligations of the Service Provider under this contract.

- a) Claims under worker’s compensation, employers liability, disability benefits, and other similar employee benefit acts which are applicable to the work to be performed under this contract.

Claims for damages because of bodily injury, mental anguish, sickness, disease or death of any person other than the Respondent’s employees.

Claims for damages insured by usual personal injury liability insurance coverage which are sustained (1) by a person as a result of an offense directly or indirectly related to the employment of such person by the Accountant, or (2) by any other person or entity.

Claims for damages, other than to the product supplied, or to the services performed, itself because of damage to or destruction of tangible property, including loss of use resulting therefrom.

Claims for damages because of bodily injury, including death of a person, or damage to property arising out of the ownership, maintenance or use of any motor vehicle.

Claims involving the Accountant's contractual obligations and assumption of liability under this Agreement.

Liability insurance shall include at a minimum, all major divisions of coverage and be on a commercial general liability form including:

- Premises/Operations Liability
- Products/Completed Operations Liability
- Personal/Advertising Injury Liability
- Fire Damage Liability
- Medical Payments

- b) The insurance required in this section, including subsection (a), shall be written for not less than the limits listed in (c) below or those limits required by law, whichever limit is higher. Insurance, whether written on an occurrence, or a claims-made basis, shall be maintained without interruption from the date of commencement of the work to the date of final payment, or termination of any insurance required to be maintained after final payment.
- c) The insurance required in this section including subsection (a) shall be written for not less than the following limits:
1. *Worker's Compensation Insurance:*
Statutory Requirements of the State of Alaska, and
Employer Liability Insurance limits of:
\$500,000.00 each accident.
\$500,000.00 disease each employee.
\$500,000.00 disease policy limit.
 2. *Commercial General Liability Insurance: Form CG0001 04/13 or equivalent.*
\$1,000,000.00 Combined Single Limit of Liability per Occurrence
\$1,000,000.00 Personal/Advertising Injury Limit of Liability per Occurrence
\$2,000,000.00 Annual General Aggregate Limit of Liability
\$2,000,000.00 Annual Products/Completed Operations Aggregate Limit of Liability
\$100,000.00 Fire Damage Limit of Liability Any One Fire
\$5,000.00 Medical Payment Limit Any One Person
 3. *Commercial Automobile Liability Insurance: Form CA0001 03/10 or equivalent.*
\$1,000,000.00 Combined Single Limit of Liability per Accident
For all Owned, Hired, and Non-Owned Vehicles.
 4. *Crime Insurance: Form CR0021115 or equivalent.*
\$200,000.00 Limit for Employee Theft.
\$200,000.00 Limit for Forgery or Alteration.

\$200,000.00 Limit for Computer and Funds Transfer Fraud.

5. *Cyber Liability Insurance*
\$1,000,000 Limit per occurrence
\$2,000,000 Annual Aggregate Limit
6. *Errors & Omissions Insurance*
\$1,000,000 Limit per occurrence
\$2,000,000 Annual Aggregate Limit
7. *Excess Liability Insurance*
\$3,000,000 minimum

City of Bethel shall be named as Loss Payable.

- d) Worker's compensation insurance and employers liability insurance shall be in compliance with the statutory requirements of the State of Alaska, and any other statutory obligation, whether federal or state pertaining to compensation of injured employees. The worker's compensation insurance and employers liability insurance shall contain a waiver of subrogation provision in favor of CITY.
- e) The commercial general liability insurance shall name CITY as an additional insured as respects this contract.
- f) Accountant's required insurance is subject to review and adjustment by CITY, who may require reasonable changes in the amounts and types of insurance based upon changes of risk. Accountant shall be provided a written explanation for any such changes.
- g) Certificates of insurance acceptable to CITY shall be filed with CITY prior to the commencement of the beginning of any services by the Accountant. These certificates and the insurance policies shall contain a provision that the policy shall not be canceled until prior written notice has been sent to the insured Accountant.

If any of the insurance policies required above are canceled for any reason, the Accountant shall provide immediate notice to CITY of the cancellation and either provide: evidence of replacement or notice of reinstatement. Immediately in this section means within five (5) business days of receipt of cancellation by the Accountant.

Failure to maintain these insurance provisions required of the Service Accountant or failure to immediately notify CITY of cancellation shall be considered a material breach of this contract by the Accountant, subject to termination provisions of this contract.

Section 19 Publication, Reproduction and Use of Materials

No material produced, in whole or in part, under this Agreement shall be subject to copyright in the United States or in any other country. CITY shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data or other materials prepared under this Agreement.

Section 20 Jurisdiction; Choice of Law

This Agreement shall be governed by the laws of the State of Alaska.

Section 21 Time Bar to Legal Action

All legal actions by either party against the other arising out of or in any way connected with the services to be performed hereunder shall be barred and under no circumstances shall any such claim be initiated by either party after three (3) years have passed from the earlier of the date of substantial completion of services or the date of termination of the Agreement.

Section 22 Non-Waiver

No waiver of a breach of any covenant, term or condition of this Agreement shall not be a waiver of any subsequent breach of the same or any other covenant, term or condition or a waiver of the covenant, term or condition itself.

Section 23 Defense and Indemnification

Accountant agrees, to the fullest extent permitted by law, to indemnify and hold CITY harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by Accountant's negligent acts, errors, or omissions in the performance of professional services under this Agreement and those of its sub consultants, subcontractors, or anyone for whom Accountant may be legally liable. Under no circumstance is the CITY obligated to indemnify Service Provider for Accountant's own negligence.

Section 24 Accountant Indemnification

CITY agrees, to the fullest extent permitted by law, and conditioned upon the availability of a valid existing appropriation to cover the obligation, to indemnify and hold Accountant harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by CITY's negligent acts, errors, or omissions in the performance of professional services under this Agreement and those of its sub consultants, subcontractors, or anyone for whom CITY may be legally liable. Under no circumstance is the Accountant obligated to indemnify CITY for CITY's own negligence. The parties to this Agreement recognize and agree that the CITY has no current appropriation available to it to indemnify under the provisions of this Agreement and that the enactment of an appropriation in the future to finance a payment under these provisions remains in the sole discretion of the City Council. The City Council's failure to make the appropriation creates no further obligation or liability of the CITY. However, during all times pertinent to this Agreement, the CITY will maintain sufficient insurance coverage to protect against any damage to or suits arising out of CITY's actions (or inactions) under this Agreement.

Section 25 Dispute Resolution

In an effort to resolve any conflicts that arise between the parties under this Agreement, the CITY and Accountant agree that all disputes between them arising out of or relating to this Agreement shall be submitted first to nonbinding mediation.

Section 26 Understanding

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

Section 27 Severability

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

Section 28 Notices

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

CITY: City of Bethel
Attn: Legal Department
PO Box 1388
Bethel AK 99559

ESPELIN & ASSOCIATES, LLC:
Attn: Sarah D. Espelin, CPA
PO Box 13370
Trapper Creek, AK 99683

Section 29 Records Retention

Accountant shall retain copies of all records submitted by or on behalf of the CITY, including correspondence, call logs, electronic transfers, etc., for a minimum of three (3) years after the close of the City’s financial audit (not Accountant’s) for the year in which the file was closed.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

Section 30 Audit Rights

The City reserves the right at its own expense to conduct an annual audit relating to the actions performed on behalf of the City by an external expert and/or industry professional at any time for any reason; provided, however, the City shall not seek or use the services of a competitor of Accountant. Accountant agrees to cooperate by providing, upon reasonable notice which shall be not less than thirty (30) calendar days prior to the date of audit, and at no additional cost, such books, papers, statements, memoranda, records, accounts and other written material as may be set out in the request by the finance director or City Manager. In the case of an audit, the City shall be responsible for selecting and scheduling the audit.

CITY OF BETHEL

ESPELIN & ASSOCIATES, LLC.

By: Peter A. Williams
Title: City Manager
Dated: _____

By: Sarah D. Espelin
Title: President
Dated: _____

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

CITY OF BETHEL, ALASKA

Ordinance #17-36

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

Therefore be it Enacted by the Bethel City Council that:

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

PROPOSITION NO.1

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

Explanation:

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

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

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

Section 4.16.030 Imposition – Rate.

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

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

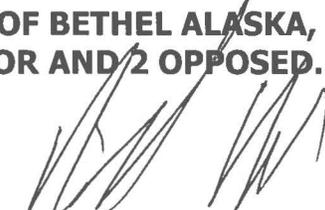
Introduced by: Council Member Leif Albertson
Date: June 13, 2017
Public Hearing: June 27, 2017
Action: Passed
Vote: 5-2

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

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

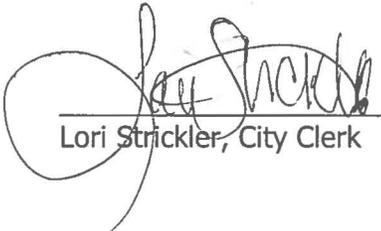
SECTION 4. The proposition contained in Section 1, the amendments outlined in Section 2, and the designation of funds provided in Section 3 of this ordinance, shall become effective if, and only if, approved by a majority of the voters voting on the question.

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



Richard Robb, Mayor

ATTEST:



Lori Strickler, City Clerk

CITY OF BETHEL INFORMATION MEMERANDUM

| | | | |
|---------------------------|---------------|----------------|-----------------------|
| Information Memorandum No | 18-11 | | |
| Date Introduced: | July 10, 2018 | Introduced by: | City Manager Williams |
| Amended Actions: | | | |
| Confirmed By: | | | |

Title: Report to City Council, pursuant to BMC 4.20.150 that the City Manager hired an independent contractor without going a Request for Proposals. (Corresponds to AM 18-54)

Attachments: None

| Department/Individual: | Initials: | Remarks: |
|-------------------------------|-----------|---------------------|
| Administration/Peter Williams | | |
| Legal/Patty Burley | | Complies w/4.20.150 |

| Amount of Fiscal Impact: | | Account Information: |
|--------------------------|-------------------------------|--|
| | No fiscal impact at this time | |
| xxx | Funds in City Budget | Will require budget mod from 10-53-501 |
| | Funds not in City Budget | |

Summary Statement:

Effective June 26, 2018, the City of Bethel was without a finance director. For nearly a year prior to this, the City has been without an Assistant Finance Director. While the City has been utilizing the firm of Carmen Jackson CPA, LLC to fill in, that firm lacks the size to fill the huge void left by having both top positions vacant.

There is currently no staff within the City of Bethel with sufficient education and training to perform the tasks necessary to ensure that the finances of the City continue to function effectively while the City seeks to fill the vacant positions. While current staff can handle general invoices, payroll, sales taxes, utilities and other regular tasks, they simply cannot prepare budgets, financial reports, bank reconciliations, audit preparations and federal and financial grant reporting. Leaving these areas unattended for event one month can have devastating financial repercussions for the City.

Due to the need to ensure coverage, pursuant to the authority granted under BMC 04.20.150, as the City Manager I hired the firm of Espelin & Associates, LLC. To maximize resources, a structured coverage plan has been developed for an interim basis. While the 2 key positions are vacant, Espelin & Associates, LLC will fulfill the functions of the Finance Director and Carmen Jackson, LLC will fulfill the functions of the Assistant Finance Director. However, neither firm will have the authorities of actual bonded staff, those decisions will rest with Administration only.

The tasks for each firm have been carefully reviewed to avoid duplication and maximum coverage for the City. As part of the coverage, both firms will be providing training to City staff, will be assisting the City in seeking permanent replacements. In addition, both firms have been tasked with evaluating the strengths and weaknesses of the City's finance department, functions, and personnel with a written report due in four (4) months outlining a plan of action and recommendations.

Given the length of time it took to fill the Finance Director position before, the length of time the Assistant Finance Director position has been vacant, the lack of education and skills among existing staff and the critical need to ensure the financial operations of the City remain uninterrupted, the City Manager feels strongly that this course of action was in the best interests of the City and that waiting 30-90 days for the procurement process would be harmful to the finances of the City.

Mayor's Report

City Manager's Report



CITY OF BETHEL
P.O. Box 388
Bethel, Alaska 99559
Ph. (907) 543-4150
Fax (907) 543-3817

MEMORANDUM

DATE: June 20, too July 2

TO: City Council

FROM: Peter Williams, City Manager

RE: Managers' Report

June 20- Meet with the Police Chief, Fire Chief, Human Resource Manager and to discuss personnel, budgets.-There was a construction meeting with DOWL to review various projects.- Letters sent to those responding to the RFP concerning the boilers at the PW building. Tthe cost of applying gravel to the new road in the landfill is \$90,000; we will have to find funding for this project.-We received one bid for cleaning the water tanks at the two Water Treatment plants.-LKSD reported that they would start cleaning up the old Kilbuck school site. The will start with the steel. A company will be hired to determine what is suitable for the landfill and what will have to ship out. They said it would take six months to hire a company and remove the debris.

June 21- Turbine is not working, and Northern Power will have to perform a site visit to determine what is wrong. They think it is because of a power outage.- Reviewed RFP to dispose of the old laundromat on Ridgecrest Rd.- Requested that the 2013 Water and Sewer plan be updated to be completed and presented to the Public Works committee and City Council for adoption.- Governor Walker visited with the Mayor and me. Discussed the roads, liquor store shutting down, revenues, the police chiefs' appointment to the HIDTA executive board, and some of the other projects. We rode around, and he commented on the roads. We showed him the SBH, said he had never seen it before, and the dredging operation at the lagoon. He was also interested in Donlin Gold and how the citizens in Bethel felt about it.- FY19 Budget was printed out.-The invoice for the S&R water truck is \$196,832; shipping \$9,851, for a total of \$206,684, about \$20,000 less than was anticipated. This billing mistake resulted in a delay receiving the Cert. Of Origin needed to license the truck.-Received the PER/EA for the Avenues Project.

June 22- The landfill needs approximately \$90,000 to use on the new road in the landfill.-

Receive Transit report Reviewed Dept, Comm Reg Affairs, request to update our Best Practice Scores.-Sent ACS the proposal to upgrade the water services regarding the courthouse.-Signed checks.-

June 25- Construction meeting with CH2M, COB and the contractor. The dredging will probably be completed by the time this report reaches the council.- Letter readied to send to business owners out regarding BMC Chapter 8.12 –Plastic Bags and Polystyrene Containers, he letters to be sent out this week.-Reviewed IT Director's report.

June 26- Administration meet with Lifequest to discuss the billing for ambulance services.- Finance director resigned, and I talk the situation over with the staff in the Finance Dept. started to notify the bank and various agencies and vendors of the change, that will be an on going process as we move along. Started work with CA to bring in a firm to oversee the Finance Directors Position.- Reviewed the budget and found mistakes which we will resolve with the council.

June 27- Reviewed managers reports.- Reviewed the budget with the City clerk and GL accountant to update the changes made by the council.- Received notice that the PILT had been issued and on July 2 it was determined that our share is \$893,143.83 about \$7,000 more than was expected.

June 28- Received \$59,000 in additional funding for the dredging at the sewer lagoon.- Started working with Wells Fargo to access the Central Treasury, the same for the AMLIP accounts at Key Bank.-Received an update from the DOT regarding the road projects for next summer, see attached email from Ron Searcy (7/29).- Contacted Comm Leasing regarding the S&R water truck and we have received the Cert of Origin which allowed PW to put the truck into service.

June 29- Received the draft FY17 Audit and we're working to reconcile the correction actions need for the findings. – Wrote the DOT' chief of Maint. About the dusty conditions on the highway.

July 1- Came in to file and organize work for Monday.

July 2- Worked with Key Bank rep. Regarding the funds in our AMLIP accounts.- Reviewed Budget Mods.- Discussed findings in the Audit regarding the Port.-Reviewed contract for Esplin&Associates.-Talk to the police chief about how we are going to handle code violations. He will work with a CSO to help enforce the ordinances in the BMC.- Reviewed the FY19 Budget. Reviewed budget modification for various departments.

PROJECTS

Coin Collector- The installation is to begin Monday, July 2. Installation is complete, and it receives one-dollar bills. We are looking into reprogramming the collector so it will take five dollar bills along with the one dollar bills.

Institutional Corridor –Construction is ongoing. The Fish and Wildlife building service line will be connected up during the construction of the main line.

Jetty/Sewer Lagoon- The dredging was completed July 2, and the work to install the baffles will be next on July 3.

The Avenues- Received the PER/EA. AM prepared for council to approve the project.

Bethel Heights Water and Sewer System (A, B, C Loops)- The grantor approved funds,\$75,000, to produce Pre.Eng.Report for upgrading the sewer pipes. The grants turned down a similar request regarding the piped water in this neighborhood.

Ridgecrest Drive/LKSD- Administration met with personnel from LKSD to review an action plan to remove the material from the site where the Kilbuck School was. The steel was removed from the weekend of July 1.

Tundra Ridge Road Realignment- Nothing new, project is in the STIP, and \$500,000 was budgeted for by the State for FY18.

Landfill Closure- Still pending

PW Boilers- All of the bids we received were for more than was planned. The bids ranged from five-hundred fifty thousand dollars too nine-hundred fifty thousand dollars. We will have spent approximately \$32,000 on design leaving \$188,000 to spend.. There are two ways to go from here. One, purchase the boilers and put an RFP out the installation or allocate approximately \$362,000 more to what the low bid was of \$550,000 to complete the project.

Lift Stations- The funds from this grant will be used to replace electrical panels, and the scope of work was developed, and the bid documents are next to do.

Courthouse; Reviewed the material need for the Executive session.

Owl Park - Top soil is being applied, and hydro-seeding is next. It will be late August before the equipment arrives. We ask for quotes, but an RFP will have to be used because we are asking someone to install it.

Peter Williams
Bethel City Manager



Kevin Morgan <kmorgan@cityofbethel.net>

Fwd: Three Bethel Ridgecrest Projects (in front of the School) Update - Advertised on June 29

2 messages

Peter Williams <pwilliams@cityofbethel.net>
To: City Clerk <cityclerk@cityofbethel.net>

Tue, Jul 3, 2018 at 12:11 AM

I meant to put this behind my manger report
----- Forwarded message -----

From: **Searcy, Ronald A (DOT)** <ronald.searcy@alaska.gov>

Date: Fri, Jun 29, 2018 at 12:58 PM

Subject: Three Bethel Ridgecrest Projects (in front of the School) Update - Advertised on June 29

To: Adison Spafford <aspafford@dowl.com>

Cc: "pwilliams@cityofbethel.net" <pwilliams@cityofbethel.net>, "McKinzie, Andrea K (DOT)" <andrea.mckinzie@alaska.gov>, "Frey, Stephen J (DOT)" <stephen.frey@alaska.gov>

Adison,

ADOT&PF advertised the following projects as a single Contract this morning:

1. BETHEL RIDGECREST DRIVE REHABILITATION, PROJECT NO. 0209002 / Z524520000
2. HSIP: 15CN01 BETHEL RIDGECREST DRIVE SCHOOL ZONE UPGRADES, PROJECT NO. 0209004 / CFHWY00397
3. HSIP: 15CR01 AKAKEEK STREET AND RIDGECREAT DRIVE INTERSECTION IMPROVEMENTS, PROJECT NO. Z524520000 / 0209002

Here is the link to the project documents (you will need to scroll down the list of projects to find this project):

http://www.dot.state.ak.us/apps/contracts?ACTION=BIDCAL®ION_CODE=C

Note: As of 12:36 p.m. this afternoon, the project documents were not available on the above link. This is common for new projects that were advertised. However, the bid documents should be available to download either later this afternoon or first thing on Monday morning.

Bid opening is scheduled for Friday July 20 at 2:00 p.m. Please call me if you have any questions.

Ronald A. Searcy, P.E.

Alaska Department of Transportation and Public Facilities

Central Region Construction

P.O. Box 196900

Anchorage, Alaska 99519-6900

7/3/2018

City of Bethel Mail - Fwd: Three Bethel Ridgecrest Projects (in front of the School) Update - Advertised on June 29

Phone: (907) 269-0656

Cell: (907) 230-5749

Email: ronald.searcy@alaska.gov

--

Peter A. Williams

City Manager

City of Bethel

Telephone;

Office: 543-2047 Ext.223 or press 2 then press 1 Cell: 545 4150

Fax: 543-2311

E-mail: pwilliams@cityofbethel.net

Lori Strickler <lstrickler@cityofbethel.net>
To: Peter Williams <pwilliams@cityofbethel.net>
Cc: City Clerk <cityclerk@cityofbethel.net>

Tue, Jul 3, 2018 at 9:33 AM

So you want us to turn this email communication into a PDF for the City Manager's Report or you are going to talk about it at the meeting?

Lori Strickler
City Clerk at City of Bethel

p: 907-543-1384 a: 300 State Highway
w: www.cityofbethel.org

[Quoted text hidden]

Management Team Reports

Streets and Roads daily dialog

6/11/18

Hauled sand to the landfill
Water BIA with 4 loads of water 5hrs..
Graded BIA road 2hrs..
1 load of water for city sand pit road.
Graded, City sand pit road.

6/12/18

Water BIA in in front of Larson Sub. 1hr..
Lay down 1 bag of Calcium 1hr..
Watered down Noel Polty Blvd. going to Kasayuli Sub. with 5 loads of water.
Graded Noel Polty Blvd..
Lay down 5 bags of calcium on Noel Polty Blvd..
Hauled to landfill.

6/13/18

Water City Sub. With 5 loads of water.
Graded Akiak Drive, Akiachak Avenue, Mission Diver in City Sub..
Calcium Akiak Drive, Akiachak Avenue, Mission Drive in City Sub. 5 bags.
Water Main St., River Front, and Oscar Way, 2 loads of water. 1 hr.
Lay 2 bags of calcium on Main St., River Front, and Oscar Way 1hr.
Graded Main St., River Front, and Oscar Way 1hr.

6/14/18

Hauled salt sand to salt sand pile on north side of city shop.
Graded all streets in Blue Berry Sub.
Water all streets in Blue Berry Sub.
Lay down 4 bags of calcium on all streets in Blue Berry Sub.
Graded all streets in Hoffman Sub.
Water all streets in Hoffman Sub.
Lay down 2 bags of calcium on all streets in Hoffman Sub.
Graded East Ave. and Small Boat Harbor Road.
Water East Ave. and Small Boat Harbor Road.
Lay down 2 bags of calcium on East Ave. and Small Boat Harbor Road.

6/15/18

Haul vehicles to the landfill.
Water BIA roads 3 loads, 3 hrs.
Graded BIA road 3 hrs.
Water down Noel Polty Blvd. going into Kasayuli Sub. With 2 loads of water
Graded Noel Polty Blvd. going into Kasayuli Sub.
Hauled sand to the salt sand pile.

6/17/18

Gary graded roads for 2 hrs.

Jimmy Boan graded roads for 2 hrs.

6/18/18

Graded Kasayuli, BIA, Ridgecrest, Ptarmigan, Akakeek, and Tundra Ridge.

Graded 7th Ave, 4th Ave, Willow, Main, river, Oscar, East, Small Boat Harbor, and City Sub.

Hauled salt sand

6/19/18

Graded 6th Ave, Blue Berry, City Sub., Ridgecrest, Ptarmigan, Kaligtuq, Akakeek, Mission, BNC Sub..

Hauled brush to landfill.

6/20/18

Hauled salt sand to salt sand pile.

Push up landfill cover for landfill.

Graded city pit road, H-Marker road, Ridgecrest, Akakeek, Ptarmigan, akiaahak,

6/21/18

Pull out fence post and h-beams at Owl Park

Push up landfill cover at city pit for landfill.

Started grading after rain stop Ridgecrest, Akakeek, Ptarmigan, and Akiak

Fixes driveway at 250 Mission Lake Road where water was stuck.

6/22/18

Haul sand to Owl Park

Graded, 4th Ave. , Willow, Ptarmigan, Akakeek, Front St., Elder, Kilbuck St., Mission.

Graded, Kasayuli, BIA, Tundra Road, Blue, Ridgecrest, Atsaq St ..

6/25/18

Push road sand and landfill cover at the city sand pit.

Haul road sand to Owl Park for the pad with 2 dump trucks.

6/26/18

Hauled water and sewer pipe from pipe water and sewer shop to north side of city shop.

Hauled in sand to Owl Park and push it with D5 dozer.

Hauling in top soil to shoulder of Owl Park.

6-30-2018

Transit June Monthly Report

The Bethel Transit System staff and Transit Ridership would like to thank the Bethel City Council for approving and passing the FY 19 Transit Grant. We realize that there is a dramatic reduction in revenue for the City and understand the need to reduce the funding that's available for the FY 19 year. To stay within the budget guidelines we will need to reduce the service we're currently providing to the community. Currently we have two full time drivers and operate two routes, the **Green Line**, Monday through Friday, from 6:30am to 6:15pm. This route catches the ridership that goes to and from work and at the same time provides rides during the rest of the day for the ridership to come and go the hospital, post office, grocery stores, and etc. The **Red line** operates from Tuesday through Saturday, 9:00am-12n and 1:00pm to 3:00pm. This is the route that serves the aquatic center, YUUT, and the City Sub area.

The FY 19 Transit Budget will require us to reduce the number of bus drivers from 2 full time drivers to 1 ½ drivers. We will continue to operate the **Green Line** on its regular schedule/routes, 6:30am to 10:30, and 11:30am to 6:15pm, Monday through Friday and if driver time /money allows we will consider adding a short time on Saturdays. The **Red Line** will be cancelled.

If you have questions concerning this or suggestions please feel free to let me know.



To: Pete Williams, City Manager
From: Betsy Jumper, Planner
Subject: May Manager's Report
Date: June 26, 2018

- Had a Planning Commission meeting on the 14th.
- Met with the Ayuprun Project Managers, the Public Works Director, the City Manager, and the Fire Chief to discuss the project.
- Residential site plan applications continue to come in regularly and get processed. This month we processed: construction of a detached garage; a shop addition; smokehouse construction; new residential home; and 5 site plans for infill.
- Continue working with the Port Dept. on a Army Corps. Of Engineer permit application submittal for the North Harbor Entrance expansion project.
- Continuing processing of the ONC Preliminary plat.
- Research of property owners.
- Answer public's questions on miscellaneous topics.
- Telephonic meeting with DOWL to go over the Avenues project and what is required from the Planning Dept.
- Research wind energy conversion systems in various Alaskan communities for private residential use.
- Research into City of Bethel property.
- Research and removal of two junk vehicles in the City's right-of-way.
- Went to several City Council Budget meetings--an interesting process.



June 2018 Monthly Report

Personnel:

A sergeant was promoted from within the ranks. This leaves a vacant funded officer position along with the WAANT investigator and another officer that are funded effective 7/1/2018. There is some interest in the WAANT position and we're working with HR and the CBA to fill the position. There are currently 3 police officer applicants in the background investigation process.

One dispatcher resigned effective in July. A temporary hire is in place and will fill that position once it becomes vacant. All CSP and CSO positions remain fully staffed.

Operations:

There have been only 1,046 calls for service the month of June with approximately one week left in the month. This is significantly fewer than May and approximately 500 calls fewer than the same period in 2017. Call volume has been fairly steady with an average of just over 300 calls per week with an average of approximately 50 Intoxicated Pedestrian calls per week.

Though our call volume has gone down compared to the previous months and the same period last year, the calls requiring criminal investigations and/or police reports has gone up. Officers have conducted 66 case investigations compared to only 56 for the same period last year. That number is also higher than the entire month of May compared to just over 3 weeks of June. Burglaries, thefts and domestic assaults were high, including two assaults involving firearms.

Animal Control:

There have been 38 animal control calls for service for the month. There were 4 reported dog bites, 2 by animals that were properly restrained and 2 by unrestrained dogs.

PORT OF BETHEL

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



TO: Peter Williams, City Manager
FROM: Allen Wold, Port Director
SUBJECT: June 2018 Managers Report

- **Small Boat Harbor**
 - Fixing floats.
 - Cleaning up drift along banks (using loader, dump truck, and pickups)
 - Setup parking using deliniators, utility poles, and cement planks
 - Selling floats spaces from the waiting list.
 - Watered/calcium the road
 - Customers getting their boat out of storage for customers.
 - Working with Planning Director and the Army Corp. to widen the road entrance to the North side of the SBH.
- **City Dock/Beach 1**
 - 2 Main line barges of the year AML and AK Logistics 2.6 million LBS total.
 - Using the water truck, calcium, grader, and loader for dust control and clean up.
 - Welder fixed bits on the face of the City Dock.
- **Port Office**
 - Set up surveillance system for the SBH, City Dock and the Seawall. The public could find it on the City of Bethel website or KYUK.
- **Admin**
 - Monthly Storage billing for customers.
 - FY19 Budget passed.
 - One of our workers passed their CDL Class B CDL
 - Every position filled for the SBH Attendants. Hired a temp welder for 2 weeks.
- **Seawall**
 - Fixing Cable Fencing/Welding new posts for cable fencing and bits along the Seawall.
 - Consistent clean up.
- **East Addition**
 - STG has started the Bethel Bank Stabilization project.
- **Misc./Vehicles**
 - Safety checks along the seawall
 - Safety Meetings.
 - V&E fixing our trucks.
- **Petro Port**
 - Vitus and Crowley have been loading up.
 - Crowley, Vitus, and Delta Western have delivered fuel. 2.3 million gallons total. We are expecting 2 more barges before the end of the month.



CITY OF BETHEL

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

TO: City Manager
 FROM: Human Resources
 SUBJECT: March Manager Report

DATE: May 29, 2018

| Position | Number of Vacancies | (Average) Days Vacant | Number of New Applications | Number Hired During Period | Number of Vacancies Remaining | Applicants Still in Department Review Process |
|----------------------------|---------------------|-----------------------|----------------------------|----------------------------|-------------------------------|---|
| Assistant Finance Director | 1 | 321 | 5 | 0 | 1 | 2 |
| Dispatch Supervisor | 1 | 348 | 1 | 0 | 1 | 0 |
| Driver – Hauled Utility | 2 | N/A | 2 | 0 | 2 | 0 |
| Firefighters/EMT | 2 | 52 | 3 | 0 | 2 | 3 |
| Finance Director | 1 | 1 | n/a | n/a | n/a | n/a |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| TOTALS | 7 | | 11 | 0 | 6 | 8 |

We currently have 8 job positions with a total of 10 openings. I am only addressing those positions that have been difficult to fill. Here is the breakout and outline of actions taken:

Ass't Finance Director: We expanded our search and increased the salary offered. We have received 5 applications and are considering 3 of them, one in particular, David Groller, was the assistant finance director in Bethel in 2006, however he hasn't returned our calls of late. We have received two other applications we are considering.

Hauled Utility Drivers: We currently only have 2 openings for truck drivers in Hauled Utilities, but we currently have no applicants that we are considering.

Dispatch Supervisor: This position has been open 321 days. No progress.

Dispatcher: We had one of the dispatchers who I mentioned left the her position as dispatcher come back as a temp and she will fill a permanent position as another of our dispatchers has given her notice. We have hired 2 additional individuals who are in training and they should be fully trained around the first week in August.

Mechanic II: We filled this position the first week of June

Firefighters: We have 2 firefighter positions that have remained unfilled. Our two interns are working out well, but we still need qualified firefighters. We had 2 individuals apply, but they did not respond to follow-up contact.

Program Updates

Healthcare enrollment is completed in preparation to switch over to the new provider on July 1.

The Deferred Compensation plan approved by the City Council in April has been approved by the State. We are waiting on forms and recruiting brochures before we do a drive to encourage City employees to prepare for their retirement.

I am also leaving my position with the City to pursue a different opportunity. I have truly enjoyed my time with the City and am prepared to do all I can to assist the incoming HR manager.

Keith

Keith Henthorn
Human Resources Manager

Memorandum

Date: June 26, 2018

To: Pete Williams, City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



June 2018 Current Events

- **Wind Turbine Communications:** Received a few emails from Northern Power Monitoring who manages the wind turbine at the YK Fitness Center informing of a loss in communications between here and there. The turbine has still been functioning, but the issue makes it so they cannot make adjustments or monitor status. I performed some resets of both the circuit board in the base of the turbine per their instructions as well as their monitoring computer, but this did not fix the issue. They will likely be sending out technicians to handle the problem.
- **Caselle Update from version 2018.02.139 to 2018.08.87:** A critical update was released by Caselle this month. I performed the update as usual, but it seemed to do more harm than good. The rest of the week following the update, the finance dept. experienced a lot of database issues and it even regressed into Caselle users being unable to open the program entirely. Despite the headache, it was an opportunity to put our backup system to the test as we were able to pull up three separate days of database backups in the need that we would have to roll back to the most recent, stable version of the database. If it were needed, we could have gone back, weeks, months, and even years. With Caselle's support, we were finally able to fix the problems and users were again able to access Caselle with no further problems.
- **New Port Camera:** The port is in the process of adding additional cameras to their small boat harbor. We added a single camera that will be watching the port building entrance, but the port director has designs to add at least ten more cameras to the system. Currently that camera is now viewable to the public with the others, but it has yet to be mounted in its permanent spot. I am concerned that their video server might not be able to handle the additional camera load of eleven more units so we will be looking into this. Also, with the increased bandwidth usage, I may have to try to upgrade the metro Ethernet connection to the port office from 10Mbps to 100Mbps.
- **Community Service Patrol Video Storage:** The police department and grant manager managed to secure a grant that allotted funds for hardware that will be dedicated to CSP video storage. I have purchased and received most of that hardware and am currently waiting on hard drives, which were backordered. This will take large steps towards alleviating the video space issues the PD has until recently been having.
- **New "Parks" Email Address:** On request of the city clerk, we have created a new email address that the public can report any and all park issues to. The address will be posted on signs that will be at each park. The address is parks@cityofbethel.net.
- **FY19 Budget Finalized:** This month saw the finalization of the new FY19 budget. I will be helping the finance director get the finalized budget PDF file posted to the city website.
- **Police Department Server Room Air-Conditioning:** Unfortunately, the police dept. server room air-conditioning units failed over one of the weekends in June. We managed to get a hold of Southwestern Technical Specialties (a local company) to look at it. We had assumed it would be

Memorandum

Date: June 26, 2018

To: Pete Williams, City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



an easy maintenance solution, but it turned out that one of the circuit boards that controls critical parts of the condenser unit had failed. We managed to find a temporary workaround to get the units up and running again so there is no danger of server damage due to heat and are currently waiting for the parts to show up that will facilitate the permanent fix. Additionally, we are looking into a few low-tech backup solutions that we can employ if a point in the future comes where we will have to operate for a few days with the AC units down as we did in this situation.

- **Fuel Services RFP:** This month I assisted in helping to score the RFP proposals for the city's fuel services (fueling city vehicles and heating fuel for city buildings).
- **Business-As-Usual:** Beyond the above-mentioned items, the month has been fixing or helping with run-of-the-mill trouble tickets such as email, printing, Caselle access, and login problems.

Future Plans

- **Further Disaster Recovery Plan Progression:** June was a fairly busy month and as such I haven't had much downtime to work on my disaster recovery plan. I will try to continue chipping away at it in the coming months as time allows.
- **FY19 Purchases:** With the FY19 budget approved and going into effect in less than a month, purchases will begin for the various projects I have planned for different departments including the YKFC's server installation, public work's wireless change, and the procurement of replacement copy machines among others.

MEMORANDUM

DATE: June 28, 2018

TO: Peter Williams, City Manager

FROM: John Sargent, Grant Manager

SUBJECT: Grant Manager's Report – July 10, 2018 Bethel City Council Meeting



Grant Application – USDA-RD

I prepared the AM to approve the full Avenues Neighborhood water and sewer improvements project. The City application is ready for submittal. USDA-RD approved the Preliminary Engineering Report and the Environmental Assessment. Once submitted, USDA-RD will work to lock in the grant/loan amounts and the interest rate.

Grant Award

I received word by email that our grant application for \$75,000 to fund the preparation of a new preliminary engineering report to "fix" the sewer system in Bethel Heights will be approved. A grant agreement will be issued this fall.

Grant Projects

Sewer Lagoon Dredging

Unspent Engineering, Management, and Travel money by Village Safe Water engineers and staff members has been a boon to the City of Bethel. The City was able to add another \$59,290.20 to the dredging project in an effort to remove as much sludge as possible while the dredge is working at the lagoon.

Merrell Bros. placed the first of two baffles in Cell #1 of the lagoon. They will anchor the baffle by attaching 100 lb. weights every 100 feet. See photos attached.

Jetty Repair

The City is in the process of ordering five new sewer trucks that will likely arrive on the first barge of summer 2019. STG will complete the jetty repair by the end of summer 2018.

Community Action Grant

Award letters were prepared and emailed. Check requests have been completed so the City may cut checks to the two Quarter 2 award recipients: Hope in Alaska Ministry/Camp Hope and UAF Kuskokwim Campus – Sackett Hall. Forms have been updated and are being loaded onto the City website.

Request for Bids/Proposals

Proposals/Bids being written

- Playground Equipment for Owl Park
- Gravel

**City of Bethel
Grant Summary
Fiscal Year 2018**

Preparing

| Sponsor | Name | Products/Services | City Depts. (Partners) | Date | \$ Grant \$ City Match |
|----------------|--------------------------------|--|-------------------------------|-------------|-------------------------------|
| USDA-RD | Water and Sewer grant and loan | 8 water trucks; water & sewer piped construction project in The Avenues Area | Public Works | Ongoing | TBD |

Submitted in Fiscal Year 2018

Most recent first

| Sponsor | Name | Products/Services | City Depts. | Date | \$ Grant \$ Match |
|--|---|--|--------------------|-------------|--------------------------|
| AK Dept. of Environmental Conservation-Div. of Water | Village Safe Water Program – Planning Project | Update Preliminary Engineering Report and Environmental Report for A-B-C Water Loops in Bethel Heights | Public Works | 4/20/18 | \$25,000 0 |
| AK Dept. of Environmental Conservation-Div. of Water | Village Safe Water Program – Planning Project | New Preliminary Engineering Report and Environmental Report for Sewer System in Bethel Heights | Public Works | 4/20/18 | \$75,000 0 |
| AK Division of Homeland Security and Emerg. Mgmt. | State Homeland Security Grant | Fire Responder Communications Tower, Police Dispatch Center consoles, servers, cybersecurity training | Police, Fire | 1/30/18 | \$707,473 0 |
| State of Alaska | Capital Budget Request | Road Around H-Marker Lake | Public Works | 2/9/18 | \$2,000,000 0 |
| State of Alaska | Capital Budget Request | Institutional Corridor Water Delivery System – Phase 2 | Public Works | 2/19/18 | \$4,500,000 0 |
| State of Alaska | Capital Budget Request | Water & Sewer Trucks | Public Works | 2/19/18 | \$3,618,098 0 |
| State of Alaska | Capital Budget Request | Bethel Hgts. A & B Loops & New Kilbuck Lift Station | Public Works | 2/19/18 | \$17,504,390 0 |
| State of Alaska | Capital Budget Request | Bethel Small Boat Harbor Bank Stabilization | Port | 2/19/18 | \$2,500,000 0 |

Approved in Fiscal Year 2018

Most recent first

| Sponsor | Name | Products/Services | City Depts. | Date | \$ Grant |
|--|------------------------------------|---|------------------------|-------------|------------------------|
| USDA-RD | Water and Sewer grant and loan | Sewer Lagoon Rehabilitation Project – Jetty Repair | Public Works | Ongoing | \$3,332,358 |
| AK Dept. of Transportation & Public Facilities, Transit Division | Community Transit Grant | Transit System Operations | Public Works – Transit | 1/19/18 | \$334,764 |
| Rasmuson Foundation | Discretionary Grant | YK Fitness Center Operations & Mgmt. | Public Works | 12/8/17 | \$5,000 0 |
| Village Safe Water Program, DEC | Water and Wastewater Grant Program | Dredging Bethel Sewer Lagoon | Public Works | 2/21/18 | \$2,071,473 0 |
| Village Safe Water Program, DEC | Water and Wastewater Grant Program | Dredging Bethel Sewer Lagoon | Public Works | 7/14/17 | \$2,230,851 0 |
| Village Safe Water Program, DEC | Water and Wastewater Grant Program | Dredging Bethel Sewer Lagoon | Public Works | 7/14/17 | \$300,037 0 |
| Village Safe Water Program, DEC | Water and Wastewater Grant Program | Dredging Bethel Sewer Lagoon | Public Works | 7/14/17 | \$2,283,316 0 |
| Village Safe Water Program, DEC | Water and Wastewater Grant Program | Dredging Bethel Sewer Lagoon | Public Works | 10/14/17 | \$500,000 0 |
| Village Safe Water Program, DEC | Water and Wastewater Grant Program | Replace 5 lift station electric panels & replace lift station | Public Works | 8/15/17 | \$900,000 0 |
| AK Div. of Homeland Security & Emerg. Mgmt. | State Homeland Security Pgm. | GIS Mapping, repeaters, ALERRT Training | Police Fire Planning | 7/19/17 | \$103,987 |
| AK Public Entity Insurance | Safety Grant | Safety vests, jackets, ear plugs | Public Works | 9/25/17 | \$3,000 0 Closed |



CITY OF BETHEL
Fire Department

William F. Howell III, Fire Chief
P.O. Box 1388, Bethel, Alaska 99559
Phone: (907)-543-2131
Fax: (907)-543-2702
bhowell@cityofbethel.net

Celebrating 50 Years of Service

DATE: July 3, 2018
TO: Pete Williams, City Manager
FROM: Bill Howell, Fire Chief
SUBJECT: Management Report, June 2018

Current Events

- Governor Bill Walker signed House Bill 176 (GEMT legislation) into law on June 20th at the Ester Fire Department during a ceremony celebrating this landmark legislation. The Department has been working with our District 38 delegation and the Alaska Fire Chiefs Association for the last 2 sessions on this legislation.
- Department personnel have completed training and inspection on the new Ladder truck. As of July 1 the ladder truck is being transferred to Tacoma, Washington. Radios and a key vault will be installed at the dealer prior to shipment to Bethel. We are on track, with time to spare, for the ladder truck to arrive on the last or second to last barge.
- Department administration is working with management to re-write portions of the purchasing code.

Community Planning/Preparedness

- ISO was contacted to return to Bethel in August to conduct a water haul simulation to test the department's firefighting capability while using city water trucks. This could potentially reduce fire insurance premium rating in the community further than last year's improvement to a 4/4 from 5/9y. We are working with administration and the public works department to finalize preparations.
- The Department has drafted changes to the address-numbering ordinance. The revised ordinance was submitted to both the Planning and Public Safety

Commission for review during the June meetings. The planning commission had many comments and suggestions, which were added to the current draft.

- Deputy Fire Marshalls Rochleau and Lewis and members of the Fire Department closed Swanson's apartments due to safety concerns following a fire and life safety inspection the week of May 9. The apartments are still under the closure order.
- The Department's Medical Standing orders have been submitted to our Medical Director(s) for review and approval.

Training

- On 06/05/18 at 7:00 p.m. an EMT Meeting was cancelled.
- On 06/14/18 at 7:00 p.m. a Fire Meeting was held at the fire station. Responders conducted water supply operations by placing and drafting out of a Fol-da-Tank, and operating small hand lines. New staff members were instructed on drafting operations with the pump and transferring between the booster tank and draft.
- On 06/19/18 at 7:00 p.m. an EMT Meeting was held at the fire station. Responders received instruction on the basic use, maintenance, and operation of the department's self-contained breathing apparatus. Several members conducted respirator fit tests for the SCBA facepiece.
- On 06/28/18 at 7:00 p.m. a Fire Meeting was held at the fire station. Responders received instruction on the use, operation, and deployment of large diameter hose during water supply operations.
- From 06/26/18 to 06/29/18, Captain Solesbee conducted an inspection of the department's new ladder truck, Truck 1, at the Pierce Manufacturing, Inc. facility in Appleton, Wisconsin. Additionally, instruction on the operation of the aerial device, pump, foam system, and Compressed Air Foam System was conducted.
- Two Firefighter Interns are in the process of completing the department's hybrid Emergency Trauma Technician program. They will complete their written and practical testing in July.
- FF Monroe and FF Waite are in the process of completing the department's hybrid Firefighter-I and Hazardous Materials Operations course. Once the online academic phase is completed, they will move on to the practical skills phase. Written and practical skills testing will be scheduled upon completion.
- The Driver Training program information has been assigned to staff and volunteers. Multiple staff and volunteers have completed the online training and safety cone course with our ambulances and fire apparatus.

Responses

- Between 06/01/18 and 06/30/18, the Bethel Fire Department responded to 79 EMS and 17 Fire incidents.
- During this period, 35 EMS incidents (44.3%) were alcohol-related.
- On 06-04-18 at 11:40 a.m. medics responded to Sixth Avenue for the report of an intoxicated person who consumed isopropyl rubbing alcohol. The patient was assessed and transported to the hospital.
- On 06-06-18 at 6:13 p.m. firefighters responded to Owl Park for the report of a grass fire that had already been extinguished by a bystander. Upon arrival, it was determined that children had started the fire.
- On 06-07-18 at 4:18 p.m. medics responded to Fourth Avenue for the report of a person who was struck by a vehicle. The patient was assessed and transported to the hospital.
- On 06-08-18 at 5:12 p.m. medics responded to Fourth Avenue for the report of a bicyclist who was struck by a vehicle and bleeding from their head. The patient was assessed and transported to the hospital.
- On 06-10-18 at 7:46 p.m. firefighters responded to Pinky's Park for the report of a grass fire near the ONC Multipurpose Building. Firefighters deployed hose lines and extinguished the fire. The cause is under investigation and is suspected to have been set by children in the area.
- On 6-12-18 at 12:00 a.m. firefighters responded to Quivik Subdivision for the report of a grass fire. Upon arrival, firefighters observed a small fire in the grass. The fire was extinguished. The fire was caused by children playing with a lighter.
- On 06-20-2018 at 4:59 p.m. medics responded to the Tundra Ridge Subdivision for a report of a person who was choking and not breathing. Upon arrival, the patient was found to be breathing. The patient was assessed and transported to the hospital.
- On 6-30-18 at 12:17 p.m. medics responded to Tuutangayak Street for the report of a child who cut their arm. The patient was assessed and transported to the hospital.

Budget/Financial

- We are looking forward to the new budget year and the opportunity to review the actuals from FY 18. The department was able to complete most FY18 budget objectives, at or under budget, despite large modifications by the Finance Department to our Property maintenance, heating fuel, outside vehicle services, and insurance budgets.

Grants

- The Department applied for Assistance to firefighters grant for approximately \$130,000 for firefighting turnouts and rescue equipment. This grant has a 5% match. This request was denied
- The Department received funding through the Volunteer Fire Assistance program for \$7,500, for three sets of firefighting turnouts. This grant has a 10% match. PO's are being prepared for this purchase.
- The Department applied for and passed the first round of approval the Phase 18 Code blue Grant for \$45,000 for the remount of Medic-5 to a new chassis. Funds will be confirmed when the State budget passes in August of 2018.
- The Department was awarded \$7,500 in Code Blue grant funding for a new power stretcher for the new ambulance. This grant is administered by YKHC's EMS office; BVESA has committed matching funds.
- Final invoices and check requests were submitted for homeland security and VFA radio grant purchases.

Staffing/recruitment

- The Department has two vacancies. We are advertising on a nationwide basis to fill the positions. These positions have been filled temporarily with summer interns. The interns are discussing the concept of Emergency Services degrees through a University of Alaska Fairbanks program.

Vehicles & Equipment

- The Code Blue committee has approved \$45,000 to remount our 2003 Ford ambulance M-5.
- Engine 3, our 1986 Grumman reserve pumper, is in service. The pump was overhauled for its second time since arriving in Bethel 32 years ago. Engine-3 is being restocked with equipment and now has a reverse camera. This vehicle is being outfitted as a water supply pumper and will carry 3000 feet of 5-inch hose to extend the reach of our hydrant system and the institutional corridor.
- Medic Six is still working great! The crew is really enjoying the reliable new vehicle. We are waiting for arrival of the new power stretcher and seek funding for a new set of extrication tools.

| FIRE DEPARTMENT VEHICLE STATUS | | | |
|---------------------------------------|-------------|-------------|---|
| Vehicle | Type | Year | Status |
| Medic 4 | Ambulance | 1999 | <i>(Backup ambulance) In service, Airbags repaired.</i> |
| Medic 5 | Ambulance | 2003 | In service. Frequent no starts/dead batteries. (Plan to remount to new Dodge chassis in 2018/2019) |

| | | | |
|----------|-------------------------|------|---|
| Medic 6 | Ambulance | 2017 | <i>(Frontline Ambulance) In service. Tires studded.</i> |
| Engine 4 | Pumper | 2013 | <i>(Frontline pumper) In service, Seat belt sensor silenced but still needing repair by V&E. Ground and marker lights changed to LED to reduce maintenance. DEF tank heater malfunction.</i> |
| Engine 3 | Pumper | 1986 | <i>(Back up pumper) In service, Repaired pressure control valves and electrical system. Installed B/U camera. In service for emergencies. Pump rebuilt scheduled in June 2018. Pump testing Scheduled. (Poor overall condition needs replacement)</i> |
| Truck 1 | Ladder Truck | 1980 | Ladder out of service, Pump barely functional. Replacement is enroute. Will be retired when Truck one arrives. |
| Tanker 1 | Tanker (1500 gallon) | 1980 | In service will be retired when the new ladder truck arrives. Mission will be assumed by Engine-3 |
| Com 1 | Pickup | 2014 | In service |
| Com 2 | Pickup | 2004 | In service. |

Hauled Utilities:

The Hauled Utility Dept has had a wonderful month so far as being busy with the route sheets that the drivers work on each day. As they have been busy they have done a great job in their work and the new drivers have adjusted pretty much to what they're doing besides the incident we had a driver stuck in a lawn.

June 18, 2018

Water delivery was a total of 122,050 gallons including the extra calls.
Waste Haul Drivers hauled a total of 119,150 gallons.
There was only one Blue Tag for a locked gate.

June 19, 2018

Water delivery was a total of 101,400 gallons including the extra calls.
Waste Haul Drivers hauled a total of 99,900 gallons.

June 20, 2018

Water delivery was a total of 122,400 gallons including the extra calls.
Waste Haul Drivers hauled a total of 121,700 gallons.
There was only one Blue Tag for a trampoline in the drive way.

June 21, 2018

Water delivery was a total of 103,950 gallons including the extra calls.
Waste Haul Drivers hauled a total of 103,000 gallons.
There was only one Blue Tag for a vehicle and a trailer in the drive way.

June 22, 2018

Water delivery was a total of 126,800 gallons including the extra calls.
Waste Haul Drivers hauled a total of 120,600 gallons.
There were two tags for a locked gate and one for a vehicle in the drive way.

June 23, 2018

Water delivery was a total of 93,930 gallons including the extra calls.
Waste Haul Drivers hauled a total of 92,730 gallons.

MEMORANDUM

DATE: 07.01.2018
TO: Peter Williams, City Manager
FROM: Bill Arnold, Public Works Director
SUBJECT: Manager's Report –

Programs/Divisions

Public Works Director:

Hauled Utilities:

The Hauled Utility Dept has had a wonderful month so far as being busy with the route sheets that the drivers work on each day. All the drivers have been doing a great job in their work and the new drivers are doing a lot more than they had been doing the first time they started.

The public concerns the drivers bring up are being addressed each day as to the concerns to the home owners and businesses that are being serviced each. A lot has improved to the Hauled Utility Dept as to what we are doing each day.

Even we get done early on the delivery route sheets for water we are still looking forward the getting newer water trucks. When one vehicle is down on maintenance, the drivers work longer to finish the route sheets who are more concerned about the hours they put in since the call for no more than 13 hours in a work day.

There has been minor incidents reported this month as the drivers are more aware and cautious of what they are doing each day, even at the service areas of work at each address of service.

There are minor adjustments to the route sheets now and hardly any drivers complaining about their route sheets since they have been adjusted to meet each driver's hour of work each day. We still get the job done.

We are still hopping for the water nozzles that we need for the water trucks as the original parts that are being used are wearing out.

The Billing Dept and the Hauled Utility Dept have improved over the month. As to the services the On Call workers are doing has really improved with the extra call forms and the ability of the On Call worker to communicated with the customers. As with the weekly report just started, the tagged addresses should really help improve the communication with customers since there has been one to two tags per week.

Utility Maintenance:

Utilities Maintenance:

- Lagoon dredging activity began
- Assist Merrill Bros as needed
- 12 alarms on residential lift stations were responded to.
- Monthly meter reading and service connections were completed
- Lagoon pump began discharge on June 4th and shut off June 25th.
- Lift station pumps at 407 CS were replaced
- Brush clearing activities at Lagoon and Lift Station easements to aid in access for maintenance work
- Ordering necessary parts for road crossing repairs
- Clean up and organization of shops.
- 5 residential lift station repairs
- Line levelling activities
- Daily safety meeting.

Property Maintenance:

Managers' Report 2018

Date: 06.26.2018

From: Luis Lemus, Public Works Foreman

To: Bill Arnold, Public Works Director

Subject: Manager's Report-

Property Maintenance:

For the month of June Property Maintenance Crew has worked in different work orders, and emergency calls; to maintain the City of Bethel buildings. I will describe some of the most important ones.

Frontier Fire Protection conducted the Annual Fire Alarm Inspection for the City of Bethel on Annual Fire Alarm, Annual Sprinkler; Annual Fire Pump; Annual Back Flow Preventors; and Annual Preaction System. Also we will replace Fire Extinguishers.

YKFC installed new Exit signs and two emergency lights.

Public Works building installed Exit signs, organized and cleaned up the shop.

Police Department. I.T. Server room AC units need it to be fixed and cleaned the filters

Log Cabin changed cores and new keys.

Courthouse Follow up on Fire Marshalls requirements.

Finance changed window closer. Also fixed window knob and handle, fixed top keyboard, and installed door stops.

DA's Office fixed chairs and filed doors strike

Fire Department Fixed the out let in the hose tower.
4H changed two water filters and fixed toilet
DMV painted the office and cleaned the AC unit.

Parks and Recreation:

Owl Playground We installed picnic tables and removed the fence around the area.
Pinky's park board walk replaced damaged boards; fixed broken benches and removed overcrowded trees; picked garbage and changed garbage bags.
Tundra Ridge playground replaced damaged boards for the basketball court. Fixed the mulch borders fixed and installed the missed it ones. Picked garbage and changed bags every day.
4H playground fixed broken playground equipment; fixed the mulched borders; picked garbage and changed bags every day.

Road Maintenance:

Streets and Roads, has been hauling to the landfill with road sand building a road up on the dike around the landfill. This is so we will have a road to use to haul in cover to fill in the top of the landfill, and a road to use for side dumps.

Streets and Roads, has been working on laying down calcium chloride on the roads during the dry spell whenever we can get the water truck from the port. Now that we got the new road water truck in on the barge, we will not have to use the Ports truck and can use our when needed.

Streets and Roads, has also started to haul to the salt sand pile on the north side of the shop for our sander trucks this coming winter. We will need to haul in 200 loads of salt sand to have enough road sand to last this winter when the roads are slippery.

Streets and Roads, also has been pushing up more landfill cover and road sand at the city sand pit with the D8 Cat. This is to replenish what we hauled in June in order to keep the dump trucks hauling into July.

Vehicles and Equipment:

Transit System:

The Bethel Transit System staff and Transit Ridership would like to thank the Bethel City Council for approving and passing the FY 19 Transit Grant. We realize that there is a dramatic reduction in revenue for the City and understand the need to reduce the funding that's available for the FY 19 year. To stay within the budget guidelines we will need to reduce the service we're currently providing to

the community. Currently we have two full time drivers and operate two routes, the **Green Line**, Monday through Friday, from 6:30am to 6:15pm. This route catches the ridership that goes to and from work and at the same time provides rides during the rest of the day for the ridership to come and go the hospital, post office, grocery stores, and etc. The **Red line** operates from Tuesday through Saturday, 9:00am-12n and 1:00pm to 3:00pm. This is the route that serves the aquatic center, YUUT, and the City Sub area.

The FY 19 Transit Budget will require us to reduce the number of bus drivers from 2 full time drivers to 1 ½ drivers. We will continue to operate the **Green Line** on its regular schedule/routes, 6:30am to 10:30, and 11:30am to 6:15pm, Monday through Friday and if driver time /money allows we will consider adding a short time on Saturdays. The **Red Line** will be cancelled.

If you have questions concerning this or suggestions please feel free to let me know.

Landfill / Recycle Center:

Water Plant Operations: For the month of June we had the fire department test fire hydrants on both piped water systems. We also turned our monthly water logs in to ADEC for both water plants. We continue to file our DMR monthly lagoon report to ADEC. We also do our weekly lagoon discharge sampling while lagoon is discharging. We also do a daily safety meeting.

Staffing Issues/Concerns/Training:

City Clerk's Report

City of Bethel, Alaska

City Clerk's Office

Council Meetings and Events

July 10, 2018 Regular Meeting

July 17, Alcohol Task Force Meeting

July 24, Regular City Council Meeting

Burial Permits June 1 to July 4

1 Burial Permit was issued.

Passport Applications June 1 to June 19

23 Passport Applications.

Elections

The City Clerk's Office met with the Division of Election to go over the level of support the City Clerk's Office would be contributing to the States Primary, REAA and General Elections. It was determined that the Office would continue to be the absentee in person office for all four elections and will assist the election officials with the upload following the close of the polls on election night. The City Clerk's Office will only provide onsite election support during the Primary and General Election if there is an emergent situation the State is unable to adequately address. The voters should see no change in their voting process with this change made.

Alcohol Task Force

Will meet July 17.

Document Preparation/ Research

Claims ordinance review/modification with attorney.

Appeal ordinance review/modification with attorney.

Nuisance abatement hearing record/packet, Resolution/Order and notices.

City Budget- A review of the annual FY 2019 budget was performed by the City Clerk and members of Administration to first ensure the final budget mirror what was presented to council and 2 reflected all of the adjustments made throughout the budget meetings.

Executive Session

Additional Information
