

PUBLIC NOTICE
REGULAR MEETING OF THE
Community Action Grant Technical Review Board
Wednesday, June 12, 2019, 7:00 p.m.
Council Chambers, 300 State Highway, Bethel, Alaska



AGENDA

Members

Jennifer Dobson, Chair
Louise Russell
S. Grady Deaton
Amber Jones
Lucinda Alexie
Leif Albertson (Council Rep)

Ex-Officio

John Sargent

Recorder

John Sargent

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES
 - A. June 4, 2019 Regular Meeting
- VI. NEW BUSINESS
 - A. Review and score applications and responses received (may include questions to applicants in attendance).
 - B. Election of Chair and Vice-Chair
 - C. Review amount of CAG funding available.
 - D. Review/revise application, forms, & processes.
 - E. Update on previous award recipients, projects funded, final reports, CAG award agreements, and other follow-up issues.
- VII. COMMISSION MEMBER COMMENTS
- VIII. ADJOURNMENT

POSTED: Post Office, AC, AC Quickstop, Swanson's, and City Hall

City of Bethel Community Action Grant Technical Review Board Meeting Minutes

June 4, 2019

Regular Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

MEETING CALLED TO ORDER AT 7:02 pm.

II. ROLL CALL

BOARD MEMBERS PRESENT:	
Jennifer Dobson, Chair	Lucinda Alexie
Amber Jones	Leif Albertson, Council Rep
BOARD MEMBERS ABSENT:	
Louise Russell	S. Grady Deaton
ALSO IN ATTENDANCE:	
John Sargent, Recorder	

III. PEOPLE TO BE HEARD

None.

IV. APPROVAL OF AGENDA

MOVED:	L. Albertson	Switch New Business Item A with B to allow Darren Leib to speak to Wrestling Club application.
SECONDED:	A. Jones	
VOTE ON MAIN MOTION	4-0 All in favor	

MOVED:	A. Jones	Approval of Agenda as amended.
SECONDED:	L. Alexie	
VOTE ON MAIN MOTION	4-0 All in favor	

IV. APPROVAL OF MINUTES

MOVED:	L. Albertson	Approve March 13, 2019 Meeting Minutes with change to delete names in score table and replace with numbers.
SECONDED:	L. Alexie	
VOTE ON MAIN MOTION	4-0 All in favor	

V. NEW BUSINESS

A. Review and score applications and responses received (may include questions to applicants in attendance).

MOVED:	A. Jones	Move into Committee as a Whole to discuss three applications received
SECONDED:	L. Alexie	

City of Bethel Community Action Grant Technical Review Board Meeting Minutes

June 4, 2019

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Bethel, Alaska

		for funding.
VOTE ON MAIN MOTION	4-0 All in favor	

Darren Leib spoke to the group about his application to request money for a summer wrestling camp. Committee members engaged him with questions and he provided answers.

All three applications were reviewed by the group. A list of questions was generated to ask each applicant so that answers could be considered at the next CAGTRB meeting.

Chair J. Dobson moved group out of Committee as a Whole at 8:10 pm.

MOVED:	A. Jones	John to prepare and send out letters to the applicants with the questions generated from Committee's discussion so that answers can be used in scoring.
SECONDED:	L. Alexie	
VOTE ON MAIN MOTION	4-0 All in favor	

B. Election of Chair and Vice-Chair.

MOVED:	L. Alexie	Postpone Election of Chair and Vice-Chair agenda item to the next meeting.
SECONDED:	A. Jones	
VOTE ON MAIN MOTION	4-0 All in favor	

C. Review amount of CAG funding available.

John explained the figures in his memorandum to Committee members. Amount available is \$83,354.15.

D. Review/revise applications, forms, & processes.

MOVED:	L. Alexie	Include indirect costs as an exclusion in future CAG applications.
SECONDED:	A. Jones	
VOTE ON MAIN MOTION	4-0 All in favor	

City of Bethel Community Action Grant Technical Review Board Meeting Minutes

June 4, 2019

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Bethel, Alaska

MOVED:	L. Alexie	John to make all changes discussed for the forms, repost the updated forms, and to put Exit Report into Word format.
SECONDED:	A. Jones	
VOTE ON MAIN MOTION	4-0 All in favor	

E. Update on previous award recipients, projects funded, final reports, and other follow-up issues.

John discussed update sheet provided in Committee meeting packet. He suggested that Agenda Items E. and F. be combined in future agendas. Committee members agreed.

F. Status of contracts for awards.

This item was discussed in Agenda Item E.

VI. BOARD MEMBER COMMENTS

A. Jones: This was a productive and concise meeting.

L. Alexie: None.

L. Albertson: This was a very tight meeting.

J. Dobson: None.

J. Sargent: None.

VII. ADJOURNMENT

MOVED:	L. Albertson	Adjourn the meeting.
SECONDED:	A. Jones	
VOTE ON MAIN MOTION	4-0 All in favor	

Meeting Adjourned at 8:40 pm.

Respectfully Submitted:

Jennifer Dobson, Chair

APPROVED THIS _____ day of _____ 2018.

ATTEST: _____

**CITY OF BETHEL
COMMUNITY ACTION GRANT
Application**

COVER PAGE

Applicant Information

Applicant Name: Bethel Wrestling Club

Business License #s (if applicable): N/A

Applicant Address: P.O. Box 1605 Bethel, Alaska 99559

Contact Person: Darren Lieb Email Address: darren_lieb@lksd.org

Daytime Phone: 907 543-3669 Cell Phone: 907 545-1751

Grant Request Information

Grant Amount Requested:	\$	\$4,500.00
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Will you accept less funding than the amount you requested? If so, tell us what a reduction would like for your planned program. Our wrestler may not able to have our camp and/or t-shirts.

Program/Project Title and Summary:

The Bethel Wrestling Club: We are a Club Team NOT associated with the Bethel Schools that teach the kids here anything and everything about the great sport of wrestling and life. Our goal is to highest level of wrestling camp to our community to teach our children wrestling technique and sportsmanship. We also teach them life skills needed to be good citizens at home and in our community.

Our Tax ID # is 920134492

Date When Funds Are Needed: August 1, 2019

Project Beginning and End Date: July 15, 2019 until August 8, 2019

Submission for: Quarter 1 Quarter 2 Quarter 3 Quarter 4

I affirm that if my organization, group, or self is granted funding, I (we) will be required to adhere to City guidelines related to the use of those funds, and will be required to provide timely reporting on the use of the granted funds. I affirm that grant funds will be used for the intended purposes outlined for this program.

Signature: *Raymond Thur McManis* Date: 5/29/19
Authorized Officer/Applicant

PROJECT SUMMARY

Please provide a comprehensive, clear and concise response to each of the questions below. If a question does not apply to your application, indicate by responding "Not Applicable."

1. Substantiating Community Need

- a. Identify and describe existing needs in the community to be addressed by the proposed activity. **Please review Word Document.**
- b. Specifically describe how the activities to be carried out directly address identified needs in the community. **Please review Word Document.**

2. Project/Activity Goals and Outcomes

- a. Describe the overall goals, objectives, and activities to be accomplished by the proposed project. **Please review Word Document.**
- b. Provide measurable outcomes for your project and how those outcomes will be measured.

Please review Word Document.

3. Coordination and Collaboration

- a. Describe current efforts to collaborate and coordinate services with other community organizations regarding the proposed project. **Please review Word Document.**
- b. Explain how you will develop any needed collaborative relationships that are not already in place. **Please review Word Document.**
- c. Does any community organization, other than your own, offer the type of services proposed under this program design? If so, describe how your program will enhance these efforts. **Please review Word Document.**

4. Implementation Plan

- a. If this is a new project/activity, describe specific steps to be taken to implement the activity. Identify target dates for each phase of implementation. **Please review Word Document.**
- b. If this is an existing project/activity, describe how this funding will be used to expand the scope of the existing activity. Identify target dates for each phase of implementation.

Please review Word Document.

5. Demonstrated Experience and Financial Information

- a. Describe the applicant's (or the principal staff as it relates to the project) background, and experience in implementing the proposed activity or similar activities. **Please review Word Document.**
- b. Provide a proposed budget breakdown with the following information:

Budget Items:	Description of Budget Items	Funding: Source:	CAG \$	Other \$	Total
Please review	Word Document.				

- c. Have you ever received funding from the City of Bethel before? If so, provide dates, amounts, and project descriptions. **Please review Word Document.**

6. Report Back

Identify the timeframe in which you anticipate providing a report back to the City on the use of the grant funds, if awarded. Awardees will be required to present a written exit report to the Community Action Grant Committee within three months of completion of the project/program.

Please review Word Document.

PROJECT SUMMARY

- 1.A Our community is lacking sport camps for actives for our children.
- 1.B This wresting camp "Camp of Champions (C.O.C.)" will be from August 3-7, 2019 will provide a camp for children within our community to teach them better technique and sportsmanship from world class wrestlers.
- 2.A The goal of the camp is to teach our children in our community to love the sport of wrestling by introducing them to Olympian caliber wrestlers and learning from them how to become a better athlete and community member.
- 2.B The camp will be six to eight hours a day with technique instruction and motivational talks with our campers on how to improve their wrestling skills and their understanding on how to be a good citizen within our community. The measurable outcomes will identified by having better community members and wrestling within our community.
- 3.A The Bethel Wrestling Camp is working with Bethel High School to provide a place for the camp. The club is working with coaches and family members to house and feed camp counselor and organizers during them camp.
- 3.B Not Applicable.
- 3.C The understanding of the Bethel Wrestling Club we are the only services that provides this type of services within our community.
- 4.A The Bethel Wrestling Camp will be hiring Camp of Champions (C.O.C.) to provide wrestling instructors and instruction for the camp. This task has been already started along with providing housing and food for wrestling counselors during the camp. The t-shirts for the camp will be ordered in July 2019 so that they will be provided to the camper on the first day of camp.
- 4.B The Bethel Wrestling Club has been holding this wrestling camp since 2018. The increase funding well provide the ability to provide best Olympian caliber wrestling instructors from the Camp of Champions (C.O.C.) origination. This task has been already started. The funding would include t-shirts for all the children that participate in the camp. The t-shirts for the camp will be ordered in July 2019.

PROJECT SUMMARY

Page 2

5.A Darren Lieb has been the head coach of this club since 1999. He has started with one wrestler and now have an average anywhere 140-160 wrestlers each years. Regina Lieb is a huge part of the club as well with the administrative duties of the club. The club has been blessed with many volunteer adults to help with our practices and taking time away from their work to help coach wrestlers on any given weekend. All of our staff is strictly volunteered.

5.B

Bethel Wrestling Club will need to pay for:

Wrestling instructors and instruction for the camp: \$3,500.00 from CAG Grant money

Camp of Champions (C.O.C) T-Shirts \$10x100 camper \$1,000.00 from CAG Grant money

5.C Bethel Wrestling Club has received Community Action Grant in 2018 for the amount \$5,500.00.

6. The Bethel Wrestling Club will provide a written report back to the City of Bethel on September 15, 2019.

CITY OF BETHEL
COMMUNITY ACTION GRANT
Application

COVER PAGE

Applicant Information

Applicant Name: Bethel Search & Rescue

Business License #s (if applicable): N/A

Applicant Address: 499 State Hwy, Bethel AK 99559

Contact Person: Jon Cochrane Email Address: Jon.C.Cochrane@sm

willstango.com

Daytime Phone: 907-545-1210 Cell Phone: 907-545-1210

Grant Request Information

Grant Amount Requested:	\$	<u>25,000</u>
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Will you accept less funding than the amount you requested? If so, tell us what a reduction would like for your planned program. Yes, would require more fund raising

Program/Project Title and Summary:

Search & Rescue Airboat

Funds to be used toward the purchase of a search & rescue airboat to allow for a safe, enclosed rescue vehicle that can operate on the river during most seasons & weather conditions.

Date When Funds Are Needed: ASAP

Project Beginning and End Date: 5/30/19 - Target purchase 6/1/20

Submission for: Quarter 1 Quarter 2 Quarter 3 Quarter 4

I affirm that if my organization, group, or self is granted funding, I (we) will be required to adhere to City guidelines related to the use of those funds, and will be required to provide timely reporting on the use of the granted funds. I affirm that grant funds will be used for the intended purposes outlined for this program.

Signature: [Signature] Date: 5/30/19
Authorized Officer/Applicant

PROJECT SUMMARY

Please provide a comprehensive, clear and concise response to each of the questions below. If a question does not apply to your application, indicate by responding "Not Applicable."

1. Substantiating Community Need

- a. Identify and describe existing needs in the community to be addressed by the proposed activity. *Rescue of Bethel residents on river during dangerous conditions.*
- b. Specifically describe how the activities to be carried out directly address identified needs in the community. *Allow for safe rescue of multiple individuals during high or changing river conditions.*

2. Project/Activity Goals and Outcomes

- a. Describe the overall goals, objectives, and activities to be accomplished by the proposed project. *The goal is to save more lives by providing a safe warm rescue vehicle.*
- b. Provide measurable outcomes for your project and how those outcomes will be measured. *Fewer exposure related deaths due to poor search conditions*

3. Coordination and Collaboration

- a. Describe current efforts to collaborate and coordinate services with other community organizations regarding the proposed project. *Working with Lions club and applying to BVEA, VFW, Murdock & Rasmussen foundation.*
- b. Explain how you will develop any needed collaborative relationships that are not already in place. *Personal outreach & presentations.*
- c. Does any community organization, other than your own, offer the type of services proposed under this program design? If so, describe how your program will enhance these efforts. *AST & National Guard provide some search & rescue assistance but do not have this capability.*

4. Implementation Plan

- a. If this is a new project/activity, describe specific steps to be taken to implement the activity. Identify target dates for each phase of implementation.

- b. If this is an existing project/activity, describe how this funding will be used to expand the scope of the existing activity. Identify target dates for each phase of implementation. *This funding will be used as the community match requirement for foundation grant opportunities.*

5. Demonstrated Experience and Financial Information

- a. Describe the applicant's (or the principal staff as it relates to the project) background, and experience in implementing the proposed activity or similar activities. *Experience with foundation grant opportunities & community partnerships & fund raising.*
- b. Provide a proposed budget breakdown with the following information:

Budget Items:	Description of Budget Items	Funding: Source:	CAG \$	Other \$	Total
	SAR Airboat	Rasmussen foundation Murdock foundation	25K	200K	225K

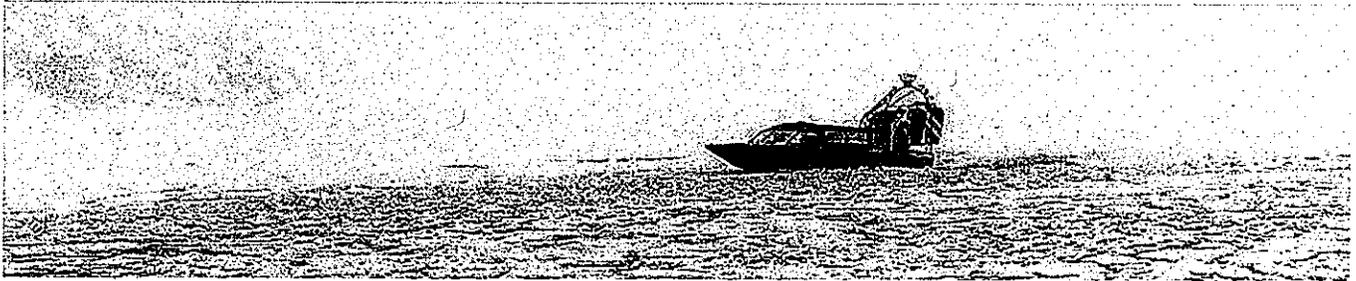
- c. Have you ever received funding from the City of Bethel before? If so, provide dates, amounts, and project descriptions.

6. Report Back

Identify the timeframe in which you anticipate providing a report back to the City on the use of the grant funds, if awarded. Awardees will be required to present a written exit report to the Community Action Grant Committee within three months of completion of the project/program.

Quarterly until final disposition.

24' Search and Rescue



STANDARD EQUIPMENT

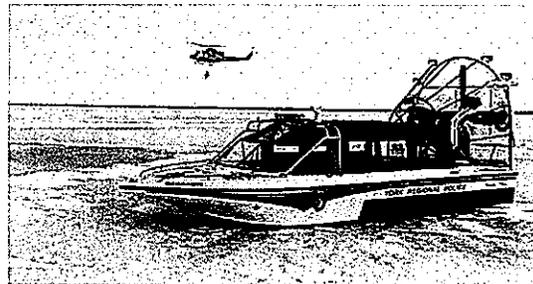
Length: 23', 7" Beam (Width): 7'6"

Engine: GM 6.2 L, 550 HP, Supercharged, LSA

- Meets United States Regulations for Emissions from Marine Spark-Ignition Engines
- Environment Canada Certified (Canada)
- Drive: Century CH-3, 2.3 to 1 Ratio Quiet Drive
- Header: Stainless Steel
- Propeller: Whirlwind Custom Whisper Tip Blades
- Rudders: Dual w/ Stick Controls and Hot Foot Throttle
- Safety Cage: Powder Coated Steel
- Lighting: LED Spotlights (2)
- Lighting: LED Floodlights (2)
- Heating System: 40,000 BTU with Defrost
- Multi Battery Power System with Maintainer
- Fuel: 30 Gal / 114 Liter
- Hull: Fiberglass, 6 Stringer Design, Recessed Polymer Bottom and Sides
- Air Ride Front Seats with Lumbar Support and Adjustable Armrest
- Air Ride Rear Seats with Lumbar Support and Adjustable Armrest
- Rear 4 Person Bench Seat
- Noise cancelling Intercom System By Sonetics with Radio Interface and Bluetooth Capabilities
- USB Watertight Outlet
- Canopy: Completely Enclosed, Winter Grade Canvas with Clear Sides
- Canopy: Ability to Fully Open Both Sides for Easy Access.
- Custom Pull Out Hot Tube Rear Heating
- Standard Marine Navigation Lighting
- Hydraulic Ice Brake
- Multifunction Engine Display
- High Capacity Bilge Pump
- Davit Crane with Electric Winch, Side configured for Stretcher Access
- Stretcher Accommodation Seating Arrangement
- Custom Built Trailer, Bed Rollers, Dual Axles

OPTIONAL EQUIPMENT

- Remote Controlled FLIR
- Interactive Dual Multifunction Dash
- Remote Controlled Spotlights
- Auxiliary Fuel Tank
- Interior Lighting (Multi-Color Available)
- Marine Grade Compass
- USB Watertight Outlets
- 110 V Outlets
- GPS Positioning
- Bow Anchor
- Marine Radar System
- Lidar Light Detection and Ranging
- Remote Controlled FLIR
- Davit Crane with Electric Winch
- Custom Aluminum Tower and Bow Rail
- Military Grade Headset Intercom System by David Clark
- Upgrades Trailer: Custom Easy Loading Tilt Bed Trailer with Electric or Hydraulic Surge Brakes



24' Airboat Over Ice and Water Demonstrating...



1000 Island Airboats 24 Search and Rescue



**CITY OF BETHEL
COMMUNITY ACTION GRANT
Application**

COVER PAGE

Applicant Information

Applicant Name: Friends of the Kuskokwim Consortium Library

Business License #s (if applicable): n/a

Applicant Address: PO Box 2189, Bethel, AK 99559

Contact Person: Theresa Quiner Email Address: tquiner@alaska.edu

Daytime Phone: 907-543-4517 Cell Phone: 907-717-7400

Grant Request Information

Grant Amount Requested:	\$	14000
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Will you accept less funding than the amount you requested? If so, tell us what a reduction would like for your planned program. **Yes. If we receive less funding we will use the funding for this summer reading program only, not for summer 2020.**

• Program/Project Title and Summary:

Kuskokwim Library Summer Reading programs and book give-aways.

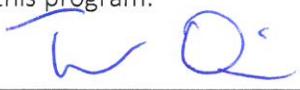
We are organizing our 2019-2020 summer reading programs. These will involve weekly STEM (Science, Technology, Engineering, and Math) programs for youth. In addition students will register for the program and log their reading time over the summer. The purpose is to prevent summer reading lag for at-risk youth and to keep kids learning and reading over the summer. Students will receive books as prizes and also prizes that encourage healthy activities such as music and exercise. High interest books will also be used throughout the year at book give-aways during community events such as the Trunk or Treat and Camai in order to get books into the homes of children and encourage reading for fun.

• Date When Funds Are Needed: June 2019

Project Beginning and End Date: June 1, 2019- August 2020

Submission for: Quarter 1 Quarter 2 Quarter 3 Quarter 4

I affirm that if my organization, group, or self is granted funding, I (we) will be required to adhere to City guidelines related to the use of those funds, and will be required to provide timely reporting on the use of the granted funds. I affirm that grant funds will be used for the intended purposes outlined for this program.

Signature:  Date: 5/10/19
Authorized Officer/Applicant

PROJECT SUMMARY

Please provide a comprehensive, clear and concise response to each of the questions below. If a question does not apply to your application, indicate by responding "Not Applicable."

1. Substantiating Community Need

- a. Identify and describe existing needs in the community to be addressed by the proposed activity.
- b. Specifically describe how the activities to be carried out directly address identified needs in the community.

2. Project/Activity Goals and Outcomes

- a. Describe the overall goals, objectives, and activities to be accomplished by the proposed project.
- b. Provide measurable outcomes for your project and how those outcomes will be measured.

3. Coordination and Collaboration

- a. Describe current efforts to collaborate and coordinate services with other community organizations regarding the proposed project.
- b. Explain how you will develop any needed collaborative relationships that are not already in place.
- c. Does any community organization, other than your own, offer the type of services proposed under this program design? If so, describe how your program will enhance these efforts.

4. Implementation Plan

- a. If this is a new project/activity, describe specific steps to be taken to implement the activity. Identify target dates for each phase of implementation.
- b. If this is an existing project/activity, describe how this funding will be used to expand the scope of the existing activity. Identify target dates for each phase of implementation.

5. Demonstrated Experience and Financial Information

- a. Describe the applicant's (or the principal staff as it relates to the project) background, and experience in implementing the proposed activity or similar activities.
- b. Provide a proposed budget breakdown with the following information:

Budget Items:	Description of Budget Items	Funding: Source:	CAG \$	Other \$	Total
books & prizes	books & prizes & supplies		\$14,000	1000	\$15,000

- c. Have you ever received funding from the City of Bethel before? If so, provide dates, amounts, and project descriptions.

6. Report Back

Identify the timeframe in which you anticipate providing a report back to the City on the use of the grant funds, if awarded. Awardees will be required to present a written exit report to the Community Action Grant Committee within three months of completion of the project/program.

Community Action Grant Library 2019

1. Substantiating Community Need

Identify the need: The Friends of the Kuskokwim Consortium Library are seeking funds to support the library's summer reading programs for the summers of 2019-2020 and for book give-aways at community events throughout the year, including the Bethel Fair, Trunk or Treat, and Camai. The benefits of summer reading programs are well documented, and are especially important in communities with a large percentage of low income or at-risk youth. According to the Wisconsin Department of Public Instruction, "children living in poverty are more likely to lose reading skills over the summer than children whose families are more affluent" and "some researchers estimate 50-67% of the achievement gap, for children living in poverty and for children of color, is the result of summer reading loss"¹. The effect is that students living in poverty are at risk of falling behind more and more each summer, to the point where the literacy divide cannot be overcome as students get older. The purposes of summer reading programs are to incentivize and encourage reading in order to keep kids at risk of falling behind during the summer. In addition, youth from low income households are less likely to have books in the home, and book give-aways throughout the year get books into the homes of children. The library can also gain a wider reach by offering book give-aways at community events, which both gets books into the eager hands of kids and provides the library a chance to market itself to people who aren't familiar with our programs and resources.

Describe how the activities will be address the identified needs: The activities will address the identified needs in a simple way. Children will be given books throughout the summer as prizes both at the summer reading wrap up raffle, and throughout the year at community events. Previous book-giveaways have been very well received, and children have been very excited to receive high interest, shiny new books. Children will be incentivized to read over the summer by logging their reading time and will receive raffle tickets for prizes including books and other prizes that encourage healthy activities such as music and exercise.

2. Project/ Activity Goals and Outcomes

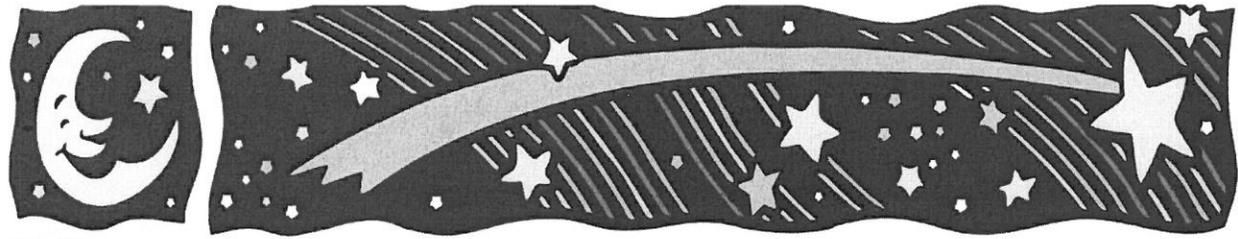
Describe the goals, objectives, and activities: The goal is to incite interest in reading and to get books into the homes of children especially during the summer months. Each summer the libraries in the state participate in the collaborative summer reading program, which means we use a shared theme to center our programs around and receive some materials to use for our programs from the State Library. This year's theme is "A Universe of Stories" in conjunction with the 50th anniversary of the landing on the moon. We will be hosting Nasa and space themed educational activities on Saturdays at the library, and students that attend will receive a book as a prize. Students will register for the summer reading program and will be given a log to track their reading time. Each week students have the opportunity to bring their log to the library and receive a raffle ticket for the big end of summer reading wrap up raffle.

¹ .

<https://web.archive.org/web/20150501002851/http://pld.dpi.wi.gov/sites/default/files/imce/pld/pdf/slp-points.pdf>

Students will win prizes, which will include new books, instruments, and other prizes such as bikes which will be solicited from local businesses. The non-book prizes will serve as incentives for children to read more, and will encourage positive and healthy activities. The books that are not used for the summer reading programs will be distributed throughout the year at community events including the Bethel Fair, Trunk or Treat, and Camai.

Measurable outcomes: The library will track both the number of youth participating in the summer reading programming and the total reading time over the summer for each student. In addition a survey will be administered to parents at the reading raffle at the end of the summer.



A Universe of Stories Summer Reading Program 2019

**Explore the Sun, Moon, and Planets with me,
Every Saturday Starting at 3:00!
Come to the LIBRARY!!!**

June 1st- How is the Moon like Oreos?

June 8th - Create Your Own Planet

June 15th - Catch Some Rays

June 22nd- TBD

June 29th-Touchdown on the Moon

July 6th- Make a Crater

July 13th- Google the Galaxy

July 20th - TBD

July 27th - Dunk the Planets

August 3rd-Jump to Jupiter

August 10th-Edible Earth

**Come to the library to register for summer reading.
Log reading time and receive PRIZES!**

3. Coordination and Collaboration

Our partners include Bethel 4-H and the LKSD migrant education department. LKSD will be supplying some books and supplies for the book give-aways and programs. Bethel 4-H has expressed support, and we will go to 4-H afterschool to register kids and to market the program. We will be enlisting volunteers from the community to help with the program as well. The partnerships are already in place. No other organizations run a summer reading program to the best of our knowledge.

4. Implementation Plan

This is not a new project or activity. The dates for the programs are listed in the image above. This funding will allow us to secure the funds that we need for programs both this summer and to be ready with the funding that we need for summer 2020. It will also allow us to have the supplies needed for more sophisticated STEM (Science, Technology, Engineering and Mathematics) for the summer reading programs.

5. Demonstrated Experience and Financial Information

Demonstrated experience: The library director will be organizing these activities in collaboration with the youth services employee at the library. The library director has 12 years of experience working in libraries and running library programs and is finishing her Masters in Library Science degree in June 2019. The library also ran a similar summer reading program in 2018.

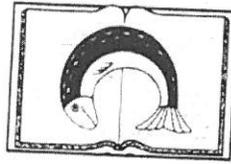
Budget:

Budget items	Description of budget items	Funding source	CAG	Other	Total
Books	These are the books that will be distributed as prizes and at book give-aways	CAG and in kind donations	\$8000	In kind donations from LKSD Migrant Education	\$8000
Activity supplies	These are the materials needed for the STEM programming	CAG and Friends of the Library	\$2000	\$500 from the BCSF Friends of the Library fund	\$2500
Reading incentives	These are the prizes	CAG and in kind	\$4000	In kind donations	\$4000

	that will be awarded to students who log the most reading time. These will include bikes, instruments, and other prizes that encourage positive and healthy activities.	donations from local businesses		from local business. Previous donations were from Swansons, AC, and Kuskokwim Backwater Approach, the shaved iced stand, and Babas.	
Marketing materials	These are the materials provided by the state library to market our program and include stickers, bags, graphics, posters, and reading logs.	State Library		In kind donation	
Training	The library director attended a NASA Star Net training to learn about Nasa Related STEM programming . These programs will be put on over the summer.	State Library		\$500	\$500
Totals			\$14000	\$1000 plus in kind donations	\$15000

6. Report Back:

The project will go through Summer 2020. An exit report will be filed by October 2020.



Lower
Kuskokwim
School
District

Early Childhood Program

P.O. Box 305 • Bethel, Alaska 99559-0305
907 543-4854 FAX 907 543-4902

Theresa Quiner, Library Director
Kuskokwim Consortium Library
PO Box 368
Bethel, AK 99559
907-543-4517

Dear Theresa Quiner:

Lower Kuskokwim Early Childhood and Migrant Education Department are pleased to initiate a partnership with Kuskokwim Consortium Library under the Bethel Community Action Grant. This grant is very valuable to the continuing efforts that the KUC Library is making to increase literacy and language skills of young children and educating parents on the importance of literacy and interaction with their young children.

Lower Kuskokwim Early Childhood and Migrant Education Department will commit to the Bethel Community Action Grant by the involvement of our personnel, and in kind contributions of books, educational toys and parent education materials. This is a priority for us and our community will be well served.

In closing, we would like to say that we are proud that Lower Kuskokwim Early Childhood and Migrant Education Department and Kuskokwim Consortium Library have embraced this project.

Sincerely,

April Blevins
Early Childhood & Migrant Education Coordinator
P.O. Box 305
Bethel, AK 99559
1-(907)-543-4854 phone
1-(907)-543-4902 fax
april_blevins@lkcd.org



Theresa Quiner <tquiner@alaska.edu>

Book giveaways

1 message

becky trimble <e.t_luvsmom@yahoo.com>
To: "tquiner@alaska.edu" <tquiner@alaska.edu>

Thu, May 9, 2019 at 10:49 AM

To whom it may concern:

As a community member, parent of young children, and supporter of our local library, I am asking you to please consider continuing the support of funding for our library's local book giveaways.

The books that are given out to children of all ages at events here in Bethel are very important for continued literacy and education. These children are able to keep and read these books with their parents, share with their friends, and increase their reading level by reading more books available to them.

I believe that a free book can make a healthy impact on the childrens' lives who are being taught to read - seeking information on new subjects and developing their imaginations.

Sincerely,

A handwritten signature in blue ink that reads 'Becky Trimble'.

Becky Trimble



CITY OF BETHEL

P.O. Box 1388 • Bethel, Alaska 99559

907-543-1386

Fax: 907-543-1388

June 5, 2019

Jon Cochrane
Bethel Search and Rescue
P.O. Box 2633
Bethel, AK 99559

Dear Jon:

The Community Action Grant Technical Review Board (CAGTRB) met on June 4, 2019 at City Hall to discuss CAG applications. You are invited to attend the Board's next meeting at which they will score and develop funding recommendations for Bethel City Council. The next meeting will be held on June 12, 2019 at 7 pm in City Hall.

The Board members discussed your application last night and derived additional questions for you. Please answer the following questions and complete the action requests associated with your project by sending an email response or attachment(s) in MS Word or pdf to CAG@cityofbethel.net. The deadline to submit responses by email is Monday, June 10, 2019 at 11:59 pm. See questions/actions below.

1. Please prepare and submit both exit reports for each of the two projects for which BSAR received CAG funding. A pdf version of the Exit Report can be found on the City's website (www.cityofbethel.org).
2. Describe in more detail the rationale for the purchase of an air boat.
3. Provide three quotes to illustrate the cost of the air boat requested.
4. Provide clarification of the other funding sources mentioned in your CAG application. What is the status of the funding (pledged, pending, yet to be solicited)? Amounts requested from other sources? What happens if these other sources of funding are not approved?
5. How often will BSAR use the air boat in a year? What types of uses?
6. What conditions are ripe for the use of the air boat? What times of year?

Thank you for taking the time to respond to the Committee's questions and action requests.

Sincerely,

Community Action Grant Technical Review Board

"Alaska's Arctic River Sea Port"



CITY OF BETHEL

P.O. Box 1388 • Bethel, Alaska 99559

907-543-1386

Fax: 907-543-1388

June 5, 2019

Theresa Quiner
Friends of the Kuskokwim Consortium Library
P.O. Box 2189
Bethel, AK 99559

Dear Theresa:

The Community Action Grant Technical Review Board (CAGTRB) met on June 4, 2019 at City Hall to discuss CAG applications. You are invited to attend the Board's next meeting at which they will score and develop funding recommendations for Bethel City Council. The next meeting will be held on June 12, 2019 at 7 pm in City Hall.

The Board members discussed your application last night and derived additional questions for you. Please answer the following questions and complete the action requests associated with your project by sending an email response or attachment(s) in MS Word or pdf to CAG@cityofbethel.net. The deadline to submit responses by email is Monday, June 10, 2019 at 11:59 pm. See questions/actions below.

1. Please provide more detail about the STEM activities and materials/supplies needed for STEM.
2. Please provide one exit report for the first CAG award given to the library, even if it is not quite completed.

Thank you for taking the time to respond to the Committee's questions and action requests.

Sincerely,

Community Action Grant Technical Review Board



CITY OF BETHEL

P.O. Box 1388 • Bethel, Alaska 99559

907-543-1386

Fax: 907-543-1388

June 5, 2019

Darren Lieb
Bethel Wrestling Club
P.O. Box 1605
Bethel, AK 99559

Dear Darren:

The Community Action Grant Technical Review Board (CAGTRB) met on June 4, 2019 at City Hall to discuss CAG applications. You are invited to attend the Board's next meeting at which they will score and develop funding recommendations for Bethel City Council. The next meeting will be held on June 12, 2019 at 7 pm in City Hall.

The Board members discussed your application last night and derived additional questions for you. Please answer the following questions and complete the action requests associated with your project by sending an email response or attachment(s) in MS Word or pdf to CAG@cityofbethel.net. The deadline to submit responses by email is Monday, June 10, 2019 at 11:59 pm. See questions/actions below.

1. Please prepare and submit an exit report for the last CAG award that you received for the Bethel Wrestling Club. In that application, you said the money would be spent in April 2019. You can find an exit report on the City's website: www.cityofbethel.org.

Thank you for taking the time to respond to the Committee's questions and action requests.

Sincerely,

Community Action Grant Technical Review Board



City of Bethel

P.O. Box 1388 • Bethel, Alaska 99559-1388

907-543-1386

Fax # 543-1388

Website: www.cityofbethel.org

To: Community Action Grant Technical Review Board

From: John Sargent, Grant Manager

Subject: Funding Available for CAG Awards

Date: June 4, 2019

There are three sources of funding that the Committee can use for Community Action Grant awards. Final approval of any cash award require Bethel City Council approval at one of their regular meetings. The three sources of funding:

FY 2019 Budget:	\$15,000.00
Carry-over of Committed CAG funds from FY 2018:	\$72,454.00
20% of Alcohol Sales Taxes Collected 7/1/18 to 4/30/19:	\$67,187.11
Subtotal	\$154,641.11
Less Y1Q3 award distribution:	\$7,770.00
Less Y1Q4 award distribution:	\$25,525.00
Less Y2Q1 award distribution:	\$37,991.96
Balance:	\$83,354.15

Community Action Grant Calendar for Application Periods in 2019

Quarter	Application Period Opens	Application Deadline	Board Meetings	Council Meeting	Payment Made
1 January - March	January 29	February 28	March 5	March 26	March 29
			March 13		
2 April - June	May 1	May 30	June 4	June 25	June 28
			June 12		
3 July - September	August 1	August 30	September 3	September 24	September 27
			September 11		
4 October - December	October 14	November 13	November 19	December 10	December 13
			November 27		

CITY OF BETHEL
COMMUNITY ACTION GRANT
Agreement

300 STATE HIGHWAY, PO BOX 1388, BETHEL ALASKA, 99559
 PHONE: 907-543-1386
 EMAIL: CAG@CITYOFBETHEL.NET
 WEBSITE: www.cityofbethel.org

In consideration of receiving a Grant in the sum of \$_____ from the City of Bethel, Community Action Grant Program, _____ (hereinafter "Grantee"), agrees to accept such grant in accordance with the terms and conditions set forth below:

Grant Purpose: _____

1. Time within which the grant is to be used: The grant funds should be used within the time frame outlined in the application submitted, but not to exceed one year from the date of Grant approval by the City Council;
2. To be solely responsible for the expenditure of granted funds and any and all services or materials involved in the grant;
3. To use such funds only for the specified purpose of the grant and to promptly repay any portion of the grant which is not used for such purposes within the time allotted;
4. To make all efforts to acknowledge Grantor as a contributor when publicizing/promoting the project;
5. Prepare and submit a written Exit Report to the Grantor within 30 days of completing the grant project/program. See Exit Report on City's website (www.cityofbethel.org).

The Grantor is given permission by the Grantee to appropriately use information (including photos) and refer to activities and impact provided by this grant unless otherwise agreed upon in writing.

Signed by or on behalf of the Grantor and Grantee as follows:

Grantor: City of Bethel
 PO Box 1388
 Bethel, Alaska 99559

Grantee: _____

 City Manager Signature Date

 Grantee Signature Date

 City Manager Printed Name Date

 Grantee Printed Name Date

CITY OF BETHEL

COMMUNITY ACTION GRANT

Overview

Purpose

The City of Bethel has established a Community Action Grant (CAG) Program to allow community organizations and individuals to request financial support from the City for civic programs or events that contribute to the health, welfare and overall lives of the residents of Bethel, especially its most vulnerable populations.

The purpose of the grant program is to advance and enhance the community's opportunities, sustainability, and wellbeing. The City encourages projects and programs with components that foster community wellness, directly impact the community's vulnerable populations and/or provide civic engagement of Bethel residents and project beneficiaries.

Funding

The City Council has certain statutory and fiscal limitations on the aggregate amount of municipal funds it can set aside for donations to community projects. The amount of grant awards available to disseminate on behalf of all the applicants is dictated by the amount which is set aside by the City Council during the annual budget preparation process. The Council has committed to budget an amount equal to 20% of the revenue generated from the alcohol tax to health, public safety, and social services that offset the effects of alcohol in the community.

The amounts contributed shall be accounted for in the Community Action Grant Fund, a special revenue fund. Annual distributions to grantees from the Community Action Grant Fund cannot exceed the available resources of the Fund or other limits established by City Council.

Funding Exclusions

- Indirect costs that are not traceable to a program, product, or activity; application of an indirect rate to cover overhead costs;
- In-kind donations, including gift cards;
- Nationally-sponsored organizations (such as, but not limited to, American Cancer Society, American Diabetes Association, American Heart Association, Children's Miracle Network and United Way);
- Memberships, including association/chamber memberships;
- Organizations that deny service, membership or other involvement on the basis of race, religion, color, sex, sexual orientation, age national origin, ancestry, citizenship, veteran, disability or any other protected status;
- Organizations whose programming or policies may portray the City of Bethel in a negative light;
- Political causes, candidates, organizations or campaigns;
- Projects that send products or people to foreign countries or on domestic travel;
- Registration fees;

- Projects or programs that sponsor, endorse or provide in-kind services for any programs or events that will or may promote tobacco or marijuana products, gambling, sexually related products or services, the sale or manufacturing of firearms or weapons, or products or services that are contrary to the interest of public health, safety or welfare;
- Requests made on behalf of another organization or by an unauthorized representative of the recipient organization;
- Scholarships and/or the payment of tuition, room, board, other expenses for college/university/vocational school or conference/training attendance;
- Third-party giving, including funds that are re-allocated to fiscally sponsored organizations;
- Tickets for contests, raffles, prizes or any games of chance or skill.

Application Process

The City of Bethel will accept applications for the Community Action Grant on a quarterly basis, per the following 2019 schedule:

Quarter 1: January 29 to February 28

Quarter 2: May 1 to May 30

Quarter 3: August 1 to August 30

Quarter 4: October 14 to November 13

Submission deadline is 11:59 pm Alaska Time.

Applicants must submit the CAG application packet to cag@cityofbethel.net on or before the deadline. Late submissions will not be accepted. Incomplete submissions will be given a due date to provide missing items. If the due date is not met, the proposal will be rejected. Applications will not be carried over from one quarter to the next.

The application packet must include completed:

- Community Action Grant Cover Page Form
- Community Action Grant Project Summary
- If applicable, verification of the organization's or fiscal agency's tax exempt status.
- If applicable, current and prior-year operating budgets, including expenses and revenues, sources of revenue received and those pending, to include in-kind;
- If applicable, most recent annual financial statement (audited, if available);
- List of key project/program staff members responsible for overseeing and carrying out the grant and a one-paragraph resume for each one.

Funding Priority

Funding priority will be given to applications that demonstrate one or more of the following:

1. Advancement to or enhancement of the community of Bethel and its residents
2. Direct impact to populations impacted by substance abuse in the community

3. Community engagement
4. Healthy community activities

Review, Evaluation and Selection

All applications, regardless of amount, will be reviewed by the Community Grant Technical Review Board (Board). The Board will hold public meetings to discuss and evaluate the grant applications. Application representatives are invited to attend the application review meetings in order to make a presentation supporting their request and respond to questions from the Board.

After review of all eligible applications, the Board will make funding recommendations to the City Council. These funding recommendations may be less than the amount requested and may be adjusted by the Council without prior notice to the applicant.

Upon receipt of the Board's recommendations, the City Council will make a final determination regarding the distribution, if any, of grant funds. City Council action will be by Action Memorandum. In making their final determination, the City Council may make amendments to the recommendations of the Board, including, but not limited to, amending the recommended amounts, and/or imposing limitations or special conditions that will appear in the grant agreement.

Applicants will be notified of any decision by e-mail within three (3) business days following City Council review. All funding decisions are final. If an Applicant is approved, grant checks will be mailed directly to the awardee within three weeks of the City Council's approval.

Agreement Requirements and Monitoring

Awardees will be required to enter into a Community Action Agreement that outlines the responsibilities of both parties. Applicants should note that liability insurance might be required. Awardees will agree to hold the City and the CAG Board harmless from the awardee's actions.

All approved grant award winners shall maintain detailed documentation of the expenditures of grant money expenditures. In addition to the requirement to submit the documentation at the completion of the grant, Applicants shall make the documentation available to the City Clerk's Office upon request. Awardees who fail to maintain such documentation or to provide documentation upon request may be disqualified from future grant awards.

Exit Report

Awardees will be required to present a written exit report to the Community Action Grant Board within thirty days of completion of the project/program. Awardees must complete an exit report prior to submitting another request for funds. If project/program is not completed at the time another funding request is prepared, a spending plan may be submitted in lieu of an exit report. The spending plan must describe how the remaining expenditures will be made to complete the project/program.

CITY OF BETHEL

COMMUNITY ACTION GRANT

Review Process

The Community Action Grant Technical Review Board's role is critical to ensuring the selection of strong grant proposals. Their primary responsibility is to read grant applications, review them for scope, and determine how best to allocate the limited resources available to those programs or projects that must serve the goals and needs of the Bethel Community and its most vulnerable citizens.

General Process

Applications will be submitted to the City, per the Application Instructions. Following the submission deadline, the Ex Officio will email the complete application submissions, the individual score sheets, and the requirements of the application to each Board member.

The Board members are strongly encouraged to review the application packets, identify any questions to ask the applicants and provide individual scores for each application submitted prior to the quarterly initial review meeting.

During the quarterly initial review meeting, the applicants will be invited to attend and provide information to the Board to assist the Board in finalizing the scores. This will be an opportunity for the Board to ask for any clarifying information and to request any supplemental information that may support an application.

The Board will hold at least one additional public meeting to consider any supplemental information and finalize their individual scores. At this meeting, the members will discuss and deliberate individual scores in order to make a final recommendation to the City Council for funding. In the event a consensus is not met between the Board members, an average of the scores may be applied as the consensus score.

Guidelines for Reviewers

Scores must be assigned based on criteria provided in the application directions. The scores should reflect the Board member's opinion on the applicant's ability to meet each criterion provided on the Grant Review Score Sheet. The reviewer cannot make assumptions about missing background or project information, only what was provided can be evaluated. Additionally, it is important that the scores be based on substance. A high-quality application is not always going to be grammatically perfect. A reviewer should judge the substance of an idea, rather than the manner in which it is presented.

When individually reviewing the application submissions, reviewers should make thoughtful comments to justify their individual score, commenting on both strengths and weaknesses.

Steps for the Board in Reviewing and Rating the Applications

1. Read the application guidelines and instructions.
 - It may be difficult to fairly evaluate a proposal unless you have an understanding of what has been asked.

2. Review the Grant Review Score Sheet.
3. Skim all of the applications before you begin scoring.
 - Understand how the applications relate to one another in terms of general strengths and weaknesses.
4. You will rate the applications on a numerical scale.
 - Assign a score for each question on the score sheets.
 - Provide specific comments about strengths and weaknesses on the score sheet that justify your score and identify any issues that may need to be clarified.
 - Bring the completed score sheets to the initial review meeting where representatives of the applicants will be available to provide clarification on any questions or concerns.
5. Consensus Scoring and Recommendation to Council.
 - Consensus scores and final recommendations will be determined at the second meeting.
 - If the Board cannot come to a consensus, then scoring will be based on averages of score totals.
 - The Recommendation to Council shall include the suggested funding amount as well as the project summary and scores.

Review Criteria

Description of Criteria	Score
Request Summary & Project Details	Total 80
Project is clearly described	10
Application includes a statement of need	10
Estimated number of people this project will impact	10
Documented community support for the project	10
Explanation on how the impacts of the project will be measured	10
Goals are clear and objectives measurable	10
Matching dollars/in-kind services/donated labor/ etc.	10
Identify individuals involved with the project with their roles and relevant experiences.	10

Budget For Project	Total 30
Is budget complete, clear and detailed	10
Proposed expenses are reasonable	10
Income and expenses balance on project budget including matching funds if applicable	10
Subjective Criteria	Total 60
Meets community needs	10
Strength of the plan and idea	10
Applicant appears capable	10
Project meets funding priorities	30

CITY OF BETHEL COMMUNITY ACTION GRANT Score Sheet

Applicant Information

Applicant Name: _____

Contact Person: _____

Submission for: Quarter 1 Quarter 2 Quarter 3 Quarter 4

Grant Request Information

Grant Amount Requested:	\$	
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Program/Project Title and Summary:

Criteria	Points Possible	Score
Request Summary & Project Details	80	
Project is clearly described	10	
Application includes a statement of need	10	
Estimated number of people this project will impact	10	
Documented community support for the project	10	
Explanation on how the impacts of the project will be measured	10	
Goals are clear and objectives measurable	10	
Matching dollars/in-kind services/donated labor	10	
Identify individuals involved with the project with their roles and relevant experiences.	10	
NOTES		

Criteria	Points Possible	Score
Budget For Project	30	
Is budget complete, clear and detailed	10	
Proposed expenses are reasonable	10	
Income and expenses balance on project budget, including matching funds, if applicable	10	

NOTES

Criteria	Points Possible	Score
Subjective Criteria	60	
Meets community needs	10	
Strength of the plan and idea	10	
Applicant appears capable	10	
Project meets funding priorities	30	

NOTES

Total Points	170	
---------------------	------------	--

Reviewer Name: _____ Date: _____

CITY OF BETHEL
COMMUNITY ACTION GRANT
Application

COVER PAGE

Applicant Information

Applicant Name: _____

Business License #s (if applicable): _____

Applicant Address: _____

Contact Person: _____ Email Address: _____

Daytime Phone: _____ Cell Phone: _____

Grant Request Information

Grant Amount Requested:	\$	_____
-------------------------	----	-------

Will you accept less funding than the amount you requested? If so, tell us what a reduction would look like for your planned program.

Program/Project Title and Summary:

Date When Funds Are Needed: _____

Project Beginning and End Date: _____

Submission for: Quarter 1 Quarter 2 Quarter 3 Quarter 4

I affirm that if my organization, group, or self is granted funding, I (we) will be required to adhere to City guidelines related to the use of those funds, and will be required to provide timely reporting on the use of the granted funds. I affirm that grant funds will be used for the intended purposes outlined for this program.

Signature: _____ Date: _____

Authorized Officer/Applicant

PROJECT SUMMARY

Please provide a comprehensive, clear and concise response to each of the questions below. If a question does not apply to your application, indicate by responding “Not Applicable.”

1. Substantiating Community Need

- a. Identify and describe existing needs in the community to be addressed by the proposed activity.
- b. Specifically describe how the activities to be carried out directly address identified needs in the community.

2. Project/Activity Goals and Outcomes

- a. Describe the overall goals, objectives, and activities to be accomplished by the proposed project.
- b. Provide measurable outcomes for your project and how those outcomes will be measured.

3. Coordination and Collaboration

- a. Describe current efforts to collaborate and coordinate services with other community organizations regarding the proposed project.
- b. Explain how you will develop any needed collaborative relationships that are not already in place.
- c. Does any community organization, other than your own, offer the type of services proposed under this program design? If so, describe how your program will enhance these efforts.

4. Implementation Plan

- a. If this is a new project/activity, describe specific steps to be taken to implement the activity. Identify target dates for each phase of implementation.
- b. If this is an existing project/activity, describe how this funding will be used to expand the scope of the existing activity. Identify target dates for each phase of implementation.

5. Demonstrated Experience and Financial Information

- a. Describe the applicant’s (or the principal staff as it relates to the project) background, and experience in implementing the proposed activity or similar activities.
- b. Provide a proposed budget breakdown with the following information:

Budget Items:	Description of Budget Items	Funding: Source:	CAG \$	Other \$	Total

- c. Have you ever received funding from the City of Bethel before? If so, provide 1) dates, 2) amounts, 3) project descriptions, and 4) Exit Report status.

6. Exit Report Due

- a. Awardees will be required to present a written Exit Report to the Community Action Grant Board within 30 days of completion of the project/program. See Report on City’s website (www.cityofbethel.org).

- b. Identify the timeframe in which you anticipate providing an Exit Report to the Board on the use of the grant funds.
- c. If applicant has a current Community Action Grant in progress, provide a spending plan that clearly shows how the remaining funds will be spent to complete the project/program.

EXIT REPORT COVER PAGE

Applicant Information

Applicant Name: _____

Applicant Address: _____

Contact Person: _____ Email Address: _____

Daytime Phone: _____ Cell Phone: _____

Program/Project Title and Summary:

Project Beginning and End Date: _____

Submission for: 20____ Quarter 1 Quarter 2 Quarter 3 Quarter 4

Exit Report Summary

Please provide a comprehensive, clear and concise response to each of the questions below. Attach additional sheets as necessary.

- Describe how the grant funds achieved the purpose of your organization and the goals of the Community Action Grant Program?
- What measurable value did the grant program provide to the citizens of Bethel?
- What goals and objectives were you able to accomplish? What led to the success or inability to meet the goals and objectives?
- Do you feel the project was a success? Why or why not? What would you do differently if you were given a second opportunity to provide the project?
- Provide a detailed budget listing of the projects revenues and expenses. (Demonstrate clearly how the funds were spent). Receipts and all supporting documentation must be submitted with the exit report and retained for a period of three (3) years following the completion of the project. Electronic submission of the exit report and receipts is preferred.

Record of Community Action Grant Awards

Year 1	Project	Begin	End	Check Date	Awarded Amount
Quarter 1 - AM Approved 3/27/18					
Friends of the Kuskokwim Consortium Library	Hire a Jesuit Volunteer Adult Service Coordinator.	6/1/18	5/30/19	4/20/18	\$12,000.00
Bethel Search and Rescue	Search costs: fuel, oil, parts, gear.	4/1/18	3/19/19	4/20/18	\$10,000.00
Orutsararmiut Native Council	Community Wellness Gathering & 18 bi-weekly mtgs.	4/1/18	8/31/18	4/20/18	\$5,000.00
YK Fitness Center	Offer free women's self-defense class.	4/1/18	12/31/18	4/20/18	\$1,300.00
	Subtotal				\$28,300.00
Quarter 2 - AM Approved 6/26/18					
Hope in Alaska/Camp Hope	Fund Camp Hope expenses on Kuskokwim River	7/9/18	7/12/18	6/29/18	\$10,000.00
Sackett Hall (JAF-Kuskokwim Campus)	Dorm Activities Coordinator position (part-time)	9/18/18	5/30/19	6/29/18	\$3,872.50
	Subtotal				\$13,872.50
Quarter 3 - AM Approved 10/9/18					
Bethel Wrestling Club	Wrestler travel expenses, food, hotels	2/1/2019	5/30/2019	11/2/2018	\$6,000.00
Delta Illusion Dance Company	Dance camps for DIDCO dancers & community	11/1/2018	10/31/2019	11/2/2018	\$1,770.00
	Subtotal				\$7,770.00
Quarter 4 - AM Approved 12/11/18					
ONC-Bus Passes for Seniors	Monthly bus passes for seniors for three months.	12/30/18	3/30/19	12/13/18	\$3,060.00
Justine Chamberlain-Coffee House	Coffee House, new coffee maker, supplies, materials.	1/1/19	1/1/20	12/13/18	\$9,700.00
Friends of the Kuskokwim Consortium Library	Hire a Jesuit Volunteer Adult Service Coordinator.	8/15/19	7/30/20	12/13/18	\$12,765.00
	Subtotal				\$25,525.00
Year 2					
Quarter 1 - AM Approved 3/26/19					
Bethel Winter House-shelter	March 2019 salary of Winter House employee	1/1/19	3/31/19	3/29/19	\$11,160.00
Hope in Alaska Ministry/Camp Hope	Camp Hope 2019 operation costs	6/1/19	7/20/19	3/29/19	\$12,188.00
Gladys Jung Elementary Wrestling Program	Supplies for safe wrestling experience	9/23/19	12/8/19	3/29/19	\$3,094.00
BCSF Healing Through Music & Dance Pgm-harmonicas	Performance & encouraging kids to music; harmonicas	3/1/19	5/5/19	3/29/19	\$6,790.00
Bethel Search and Rescue-Operations	Reflective tape	4/1/19	10/31/19	3/29/19	\$4,760.00
	Subtotal				\$37,992.00

Status Report

Acronyms
E=Email Reminder notice to do exit report.

Year 1	Signed Contracts	Exit Report Due Date	Exit Report Received	Amount Awarded	Amount Spent	Action	Action	Action
Quarter 1 - AM Approved 3/27/18								
Friends of the Kuskokwim Consortium Library	X	8/31/19		12,000		E-6/5/19		
Bethel Search and Rescue	X	6/19/19		10,000		E-6/3/19	E-6/5/19	
Orutsarmiut Native Council	X	11/30/18	11/27/18	5,000	5,030	E-11/26/18	E-11/29/18	E-6/5/19
YK Fitness Center	X	3/31/19		1,300		E-11/26/18	E-6/3/19	
Quarter 2 - AM Approved 6/26/18								
Hope in Alaska/Camp Hope	X	9/30/19	9/22/18	10,000	10,000	E-11/29/18	E-6/5/19	
Sackett Hall (UAF-Kuskokwim Campus)		8/31/19		3,873				
Quarter 3 - AM Approved 10/9/18								
Bethel Wrestling Club	X	8/31/19		6,000		E-6/5/19		
Delta Illusion Dance Company	X	1/31/19		1,770		E-6/3/19	E-6/5/19	
Quarter 4 - AM Approved 12/11/18								
ONC-Bus Passes for Seniors		4/30/19		3,060		E-6/5/19		
Justine Chamberlain-Coffee House	X	5/30/20		9,700				
Friends of the Kuskokwim Consortium Library	X	8/30/20		12,765		E-6/5/19		
				25,525				
				Total Year 1	75,468			
Year 2								
Quarter 1-AM Approved 3/26/19								
Bethel Winter House-shelter	X	7/1/19		11,160				
Hope in Alaska Ministry/Camp Hope	X	10/20/19		12,188				
Gladys Jung Elementary Wrestling Program	X	3/8/20		3,094				
BCSF Healing Through Music & Dance Pgm-harmonicas	X	8/5/19		6,790				
Bethel Search and Rescue-Operations	X	1/30/20		4,760		E-6/5/19		
				37,992				

Quarter 2-AM Approved

- Bethel Wrestling Club-wrestling camp in 2019
- BSAR-\$25K of air boat purchase
- Bethel Friends of the Library-Summer camp-giveaways

**CITY OF BETHEL
COMMUNITY ACTION GRANT**

EXIT REPORT

EXIT REPORT COVER PAGE

Applicant Information

Applicant Name: Rachelle White

Applicant Address: PO Box 2967 Bethel AK 99559

Contact Person: Rachelle or Bob (Robert) White

Email Address: hopeinalaska@gmail.com

Daytime Phone: 907-543-2737

Cell Phone: 907-545-6223

Program/Project Title and Summary: Camp HOPE—Helping Other People Excel

Your contributed funds assisted to enable Camp HOPE to provide a safe environment for 87 youth of Bethel, many of whom many are from vulnerable life situations, to engage in activities to build self-esteem, healthy relationships, and community. The theme this year was “NO FEAR” which focused on helping youth learn tools to cope with fears including art, peer encouragement, team building, self-esteem building and most of all knowing that they are not alone.

Project Beginning and End Date: July 9-21,2018

Submission for: 20_18 Quarter 1 Quarter 2 Quarter 3 Quarter 4

Exit Report Summary

Please provide a comprehensive, clear and concise response to each of the questions below. Attach additional sheets as necessary.

- Describe how the grant funds helped the purpose of your organization and the goals of the Community Action Grant Program?
 - o Camp HOPE is 100% volunteer based and 100% donation funded. The granted funds assisted us to expand the ability to purchase food, art supplies, activity supplies, and provide transportation for 87 Bethel youth to be enriched by camp HOPE for life. The funds supported the CAGP goals by empowering vulnerable youth of Bethel to be able to face some of the fears they face daily. Equipping youth with some tools to face their fears then dreams are made possible and they are empowered to grow into healthy community members.
- What measurable value did the grant program provide to the citizens of Bethel?
 - o Measurable value of 87 Bethel based Youth attended camp HOPE and were provided a safe environment, 3 meals per day (total of 2,523 meals) and 2 snacks per day (total of 1,914 snacks), t-shirt, craft supplies, transportation, and paid registration fees for those from vulnerable or low-income homes who were not able to afford the \$40.00 to attend.
- What goals and objectives were you able to accomplish? What led to the success or inability to meet the goals and objectives?
 - o We were able to meet our goals of providing Youth of Bethel the opportunity to gain new coping tools (personal and social) to face the challenges of fear that they experience through allowing them avenues to explore coping techniques including art therapy, wood crafting, fabric art, cooking, fur sewing, Uluq craft, beading, berry picking and paracord crafts. Youth were able to discuss the importance of community involvement and engage in activities to build community building among their peers including water activities, basketball, cooking and food prepping, the importance of social support and healthy relationships. Overall each activity contributed to raising each student's self-esteem and their ability to see new hopes and dreams for their future.
 - o Two areas that we were challenged by included
 - fishing and the ability to do fish cutting. Challenges of weather and fishing closures prevented this from happening.
 - Completing our questionnaire on the impact of camp. There were questions about ability to do such data collection related to parent approval. This will be looked at for future opportunities.
 - o Another challenge we foresee in the future is space. We need to build more platforms and obtaining new tents or build lodging of sort to enable camp to continue to grow without constraint to meet the needs of the Youth.

- Do you feel the project was a success? Why or why not? What would you do differently if you were given a second opportunity to provide the project?
 - o Yes, the project was a success. Many parents have shared the overall positive change in their children upon return from Camp HOPE. Some older youth have broken off relationships that involved domestic violence recognizing that violence is not part of healthy relationships. Youth around the community know that people care about them. The beauty of Camp HOPE is that many of our core staff are Nurses, Doctors or other people in the community who the kids see on a regular basis and provide health role models. Teachers report youth excited about something healthy (camp HOPE) even some teachers and parents say “...are already counting down the days till camp HOPE next summer”. This project is changing the face of the youth of Bethel and beyond. I do believe that given a second chance we would simply continue to keep the course we are on with hopes of continued expansion to empower the next generation of community members of our region.
- Provide a detailed budget listing of the projects revenues and expenses. (Demonstrate clearly how the funds were spent). ** Receipts and all supporting documentation must be submitted with the exit report and retained for a period of three (3) years following the completion of the project. Electronic submission of the exit report and receipts is preferred.

Attendance

Kids	47
Youth	40
Total Bethel Students	87

Expenses Per Student

Food	78.56
Fuel	26.24
Supplies	103.39
Total Expenses Per Student	208.19

Total expenses for Bethel Students	18112.53
Community Action Grant	10000
Other Donations	8112.53

**CITY OF BETHEL
COMMUNITY ACTION GRANT
EXIT REPORT**

300 STATE HIGHWAY, PO BOX 1388, BETHEL ALASKA, 99559
PHONE: 907-543-1386
EMAIL: CAG@CITYOFBETHEL.NET
WEBSITE: www.cityofbethel.org

EXIT REPORT COVER PAGE

Applicant Information

Applicant Bethel Wrestling Club Name:

Applicant P.O. Box 1605 Bethel, AK 99559 Address:

Contact Person: darren_liebel@ak.org Email Address:
Darren Lieb

Daytime Phone: 545-1751 Cell Phone:

Program/Project Title and Summary: Bethel Wrestling Club
To purchase wrestling supplies

Project Beginning and End Date:

Submission for: 2019 Quarter 1 Quarter 2 Quarter 3 Quarter 4

Exit Report Summary

Please provide a comprehensive, clear and concise response to each of the questions below. Attach additional sheets as necessary.

- Describe how the grant funds helped the purpose of your organization and the goals of the Community Action Grant Program?
- What measurable value did the grant program provide to the citizens of Bethel?
- What goals and objectives were you able to accomplish? What led to the success or inability to meet the goals and objectives?
- Do you feel the project was a success? Why or why not? What would you do differently if you were given a second opportunity to provide the project?

To the City of Bethel Community Action Grant Committee:
From Darren Lieb, Bethel Wrestling Club:

Exit Report Summary

1. Describe how the grant funds helped the purpose of your organization and the goals of the Community Action Grant Program?

The grant funds helped our club purchase mat supplies, workout balls (Suples Speed Balls) and bags (Suples Bulgarian Bags) and headgear. We need mat supplies such as mat cleaner which we use everyday before practice and Intrasquad Meets and mat tape that we use every Friday during our Intrasquad meets that we host. The Suples Speed Balls and Bulgarian Bags were important to have our wrestlers do various workouts with those before mat practice. They were such a big hit that I am going to order several more along with a couple of workout Dummies that Suples sells. The headgear was a late item that we purchased but I noticed that several of our wrestlers that competed at the State tournament had to borrow headgear from either myself or from a friend. This way I could make sure that everyone is outfitted and won't have to borrow from anyone else.

2. What measurable value did the grant program provide to the citizens of Bethel?

With the supplies that we purchased, we were able to not only make sure the wrestling mats were cleaned but also free of any type of virus such as Ringworm and/or Staph. The workout balls and bags allow our wrestlers to build speed and strength, both of which are important in wrestling. The headgear will help ensure that our wrestlers don't get Cauliflower Ear and also lessens the chances of getting a Concussion.

3. What goals and objectives were you able to accomplish? What led to the success or inability to meet the goals and objectives?

By creating a healthy and safe environment, we build a trust with our wrestlers and their parents. Having our kids practice on and compete on safe mats allows them to be healthy and strong. Our workouts are very challenging to whoever tries, but if we could continue to keep building strong healthy kids, we will get even better. Not only are we building wrestlers but we also are teaching them to be upstanding citizens at home, in our community, in school and in practice.

-
4. Do you feel the project was a success? Why or why not? What would you do differently if you were given a second opportunity to provide the project?

Yes the project was a success. It was successful in the fact that we had over 150 wrestlers sign up this year. We even had to turn away a few kids that wanted to join after the fact, but our mat space was very limited. Several parents found out how much fun and good it is for our kids that they tried to join late, but we just didn't have the mat space. We wouldn't do anything different.

5. Provide a detailed budget listing of the projects revenues and expenses. (Demonstrate how clearly the funds were spent). **Receipts and all supporting documentation must be submitted with the exit report and retained for a period of three (3) years following the completion of the project. Electronic submission of the exit report and receipts is preferred.

All receipts with detailed expenses are attached. We didn't spend the entire \$6000.00, so a cashiers check in the amount of \$1,170.97 is also being given back to the City of Bethel.

I want to thank you for the opportunity that our City provides for our youth that live here. Without help from organizations like CAG, it would be tough to keep something going strong. We would manage but more would have to come out of pocket for most everyone in our Club.



Suples LTD., Inc.

8534 W. Elisa St.
Boise, Idaho 83709

Estimate

Date	Estimate #
3/6/2019	2030

Name / Address
DARREN LIEB 1428 LATOUCHE ST. ANCHORAGE, AK 99501

			Project
Description	Qty	Cost	Total
Suples Ball "Speed" -size Xsmall (4kg/9lbs)	2	146.00	292.00
Suples Ball - "Endurance" size Small - 6kg/13lbs	1	156.00	156.00
Suples Ball -"Strength" size Medium - 8kg/18lbs	2	168.00	336.00
Target Slam Mat (one section) (RESERVE, until end of May)	5	65.00	325.00
Suples Strong Bulgarian Bag®-Genuine Leather Size: S/M (17lbs-26lbs)	1	244.00	244.00
Suples Strong Bulgarian Bag®-Genuine Leather size: M/L (26lbs-37lbs)	1	264.00	264.00
Suples Strong - GL - XS/S	1	214.00	214.00
DVD - SUPLES BALL INSTRUCTIONAL	1	0.00	0.00
Bulgarian Bag® Instructional DVD	1	0.00	0.00
PROMO - 10% Discount	1	-183.00	-183.00
Shipping Charges	1	355.00	355.00
Total			\$2,003.00

Customer Signature _____

Phone #	Fax #	E-mail	Web Site
2692882451	208-362-1368	INFO@SUPLES.COM	suples.com



Darren Lieb <darren_lieb@lksd.org>

Receipt from SUPLES LTD

1 message

SUPLES LTD <noreply@gge4mailer.com>
Reply-To: SUPLES LTD <INFO@suples.com>
To: darren_lieb@lksd.org

Thu, Mar 7, 2019 at 9:55 AM

Receipt follows:

===== TRANSACTION RECORD =====

SUPLES LTD
8534 W ELISA ST
BOISE, ID 83709
United States
WWW.SUPLES.COM

TYPE: Purchase

ACCT: Mastercard \$ 2,003.00 USD

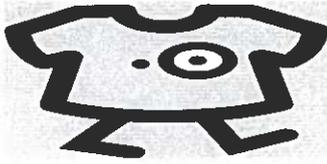
CARDHOLDER NAME : Darren C Lieb
CARD NUMBER : #####5922
DATE/TIME : 07 Mar 19 11:53:50
REFERENCE # : 001 0047587 T
AUTHOR. # : 715101
TRANS. REF. : Estimate#2030

Approved - Thank You 100

Please retain this copy for your records.

Cardholder will pay above amount to
card issuer pursuant to cardholder
agreement.

=====



Yiptees

Apparel and Sportswear

1428 Latouche St.
Anchorage, Alaska 99501

lindsey.yip@gmail.com
(907) 884-7478

Online Catalog at: www.companycasuals.com/yiptees

Order/Invoice

Company	Bethel Wrestling Club	Date Ordered	5-19
Contact Person	Darren Lieb	Date Due	6-18
Phone	907 543-3957	E-mail	
Address	P.O. Box 1605		
City, State, Zip	Bethel, AK. 99559		

Job Information **Cliff Keen Athletics**

Estimate/Pricing Information

#	Description/Color	S	M	L	XL	2XL	3XL	Unit Cost	Total Cost
20	Custom Earguards							45.00	900.00
	Set up fee:								Included
	Art/Design Charge:								Included
	Shipping							TBD	110.03
Fees and expenses are estimates only. Final fees and expenses shall be shown when the invoice is rendered.									
ESTIMATE TOTAL									1010.03
NON REFUNABLE DEPOSIT									P.O.
Balance of invoice is due upon delivery and will include shipping and any other additional fees and/or costs. Your approval will be required for any increase in fees or expenses that exceed the original estimate by 10% or more.									1010.03
BALANCE DUE									

Customer signature _____ Date: _____

Received payment 6-6-19

Lindsey Yip



CITY OF BETHEL
Managers Office

William F. Howell III
P.O. Box 1388, Bethel, Alaska 99559
Phone: (907)-543-2131
Fax: (907)-543-2702
Cell: (907) 545-4998
bhowell@cityofbethel.net

Celebrating 50 Years of Service

DATE: June 4, 2019
TO: Fred Watson, Mayor
FROM: Bill Howell, Acting Manager
SUBJECT: Manager's Report – Month of May 22, 2019 through June 3, 2019

Current Events

- We have prepared an action memorandum for the June 11 council packet for reimbursement of payments made by the Alaska Fire Chiefs to our GEMT contractor, AP Triton. Anchorage Fire has contributed \$93,000. We seek support to use surplus ambulance contractor fees to reimburse the Alaska Fire Chiefs in the amount of \$10,000
- The administration met with Dowl engineering on May 28. A copy of the meeting agenda is attached
- Our federal PILT grant was submitted well before the May 31, 2019 deadline
- We are seeking budgetary quotes from Knik construction for paving of the City office parking lot and resurfacing of the Fire Department apparatus ramp.
- A resolution and contract for financing the avenue's water project is in the June 11th packet.
- The DOT Bethel crew has been contacted regarding the beaver dam and subsequent water collecting upstream of the Ridgecrest/Brown's Slough bridge. The DOT is seeking funding to remedy the problem.
- Clean up green up is ongoing. Employees of the City and many other local agencies participated in a May 24, trash pick-up day. City employees were notified and joined in picking up trash around the community on May 24, from 3-4 P.M.
- A review of all ongoing, outgoing City Manager projects/documents is 90% completed.
- I responded directly to citizen concerns regarding two planning matters, one the police department and an ambulance billing issue. These matters are still in progress.

Departments

- Department head meetings were held on May 23.

HR

- HR is preparing to start the City Manager recruitment process

Finance

- Finance is seeking a new GL position
- Received a letter from the state regarding audit status and grants
- I am working with finance to complete the budget and audit.

Public Works

- One culvert received fill on City property on the Haroldsen's access road. This culvert drains the landfill area and was very close to the road bed surface. City employees in the area have noted an increase in dump trucks hauling from the Haroldsen's pit on this road.
- Public works is investigating the feasibility of credit card acceptors at the public fill points. We are also discussing the viability of a public fill at the City Sub treatment plant.
- Public works is researching "mile markers" for boardwalks in Pinkie's park. The idea is from recommendation received through the public safety commission.
- Property maintenance is participating in the boardwalk lighting project and has submitted many useful ideas.

PD

- I met with the police Chief regarding one citizen complaint.

Planning

- The administration is reviewing two matters in the planning department regarding site plan permits.
- Review and approval of the various Subdivision plans and agreements is ongoing with the City's Engineer Dowl, the City Planner, and City Attorney.

IT/Purchasing agent

- A sole source justification for sewer pump repairs is being prepared to include these services in our sole-source agreement with Alaska Pump and Supply.

Port

- A save using a City of Bethel Life Ring was reported by the Fire Department. The port installs life rings all along the seawall in spring. A copy of the fire department press release is attached.
- I am working with the Port director to remove all brush on city properties that constitute a fire hazard, hinder access to the seawall for maintenance or decreases visibility/safety for visitors.

Fire

- The department is in the midst of completing a Fire Fighter one class and has successfully applied to the Fire Standards Council to hold our first ever Fire Fighter 2 class.
- An EMT 2 class is also scheduled for was completed during this period.
- The department is working to complete reporting and cleanup for two city spills.

Budget/Financial

- We are working on the FY 20 annual budget and attending budget meetings.

Grants

- The grant department submitted a School safety grant in coordination with LKSD. This grant totals \$500,000 with a \$167,000 from the school district.
- The grant manager is working on establishing a federal indirect rate for cost recovery on federal grants. Once approved the City will be able to recover costs associated with grant writing and management.
- I have assigned the Grant Manager to serve as the liaison for the City's Long Range Transportation Plan (LRTP). The updated schedule for this meeting is June 13 1:00-3:30 TAC meeting. 5:00-7:30 open house at City hall. A copy of the LRTP meeting schedule is attached to this report
- We are reviewing need and scoping possible projects for a VISTA volunteer. Vista volunteers receive a small monthly stipend and housing. The City currently has no housing options internally and this is likely the greatest barrier for our application if we choose to submit. No recommendations have been made to the administration for this project.

Bethel Heights Sewer System PER and EA- #9- See Above

City LRTP Development- #10

- Public meeting to be held in June, 2019. LRTP will be complete following public meeting.
- Additional public involvement may require amendment.

City Hall Roof Replacement- #11

- Architects Alaska prepared renderings. Still about \$6K remains. Any additional work required?

Courthouse Water Service Planning Study- #12- Complete

Blue Sky Subdivision Review- #13

- Complete for right now, until developer submits engineering drawings.

GIS Database- #14

- Initial GIS work is complete. Database has all parcels and addresses created. City planning has the ability to add information to database as desired.
- DOWL GIS to be in Bethel on May 30-31 for training with City Planning.

Lift Station Engineering- #15

- Bids due to City of Bethel on May 31, 2019 at 3pm.
- Bids expected to be in the \$750,000 to \$1M range.
- Bo Foley is current procurement officer.
- DOWL will need to amend contract for construction administration services.

Lead and Copper Issues at City Sub- #17

- Need to obtain pH of raw water, before any treatment or storage.
- DOWL water quality specialist working on modeling the additives.

Landfill Closure Study- #18

- Draft document is being review by ADEC without costs.
- Draft in hand.
- Will be complete by end of June, 2019.

Tanqik Subdivision Review- #19

- Initial preliminary plat and subdivision proposal has been submitted, and DOWL is reviewing.

UNCONTRACTED PROJECTS

Land Additions to GIS Database- #17

Mr. Bill Howell
City of Bethel
May 28, 2019
Page 3

- DOWL has drafted a fee proposal for adding road ownership information to the GIS database. This would also supplement the LRTP.

City Senior Citizens Center Building Condition Assessment



City of Bethel

Long Range
Transportation Plan

An Element of the
Comprehensive Plan

YOU'RE INVITED! PUBLIC OPEN HOUSE

Monday, June 17, 2019

On Monday, June 17, 2019 the Transportation Advisory Committee (TAC) for the City of Bethel's Long-Range Transportation Plan (LRTP) will be hosting a public open house for the City of Bethel's LRTP.

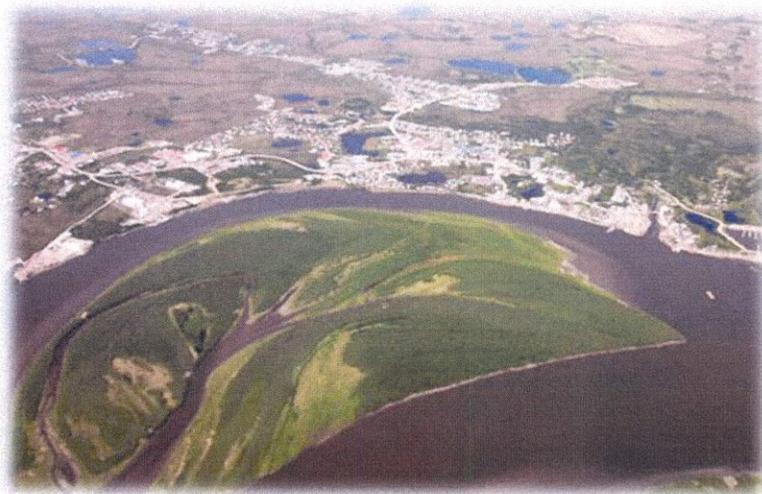
WHAT: City of Bethel – Long Range Transportation Plan

WHEN: Monday, June 17, 2019 at 5:00 – 7:00 pm

WHERE: City of Bethel – City Council Chambers
300 State Highway, Bethel, Alaska

WHY: This public open house will provide the opportunity for the public to get an update on the project and to review the preliminary priority project list, ask questions and have their voices heard by the planning team.

**FOOD AND DOOR PRIZES
WILL BE PROVIDED! ENTER
TO WIN A VISA GIFT CARD!**



To submit comments, please visit
the interactive map:

<https://dowl.mysocialpinpoint.com/city-of-bethel-lrtp#/>

For additional information, please contact:

John Sargent • City of Bethel – Grant Manager

P: (907) 543-1386 • jsargent@cityofbethel.net

To submit a comment or for technical information, please contact:

Alexa Greene • DOWL Project Manager

P: (907) 374-0275 • agreene@dowl.com



PRESS RELEASE

City of Bethel Fire Department
320 Chief Eddie Hoffman Highway
P.O. Box 1388

Bethel, Alaska 99559

Contact: William F. Howell, III, Fire Chief

Phone: (907) 543-2131

FAX: (907) 543-2702

FOR IMMEDIATE RELEASE

Date: 05-31-2019

FIRE, MEDIC AND RESCUE CALLS

Life Ring Save by Bystander's

On Thursday May 30, 2019 at 10:11 p.m., Medics were dispatched to the river by Joe Lomack Beach for a person in the river. As Medi-6, arrived on scene, the patient was found out of the water and walking around. The patient was pulled out of the water by people that were walking along the sea wall trail. The patient was t pulled out using a floating life ring that was installed at the sea wall by Port employees. The patient was wet but able to walk and later refused to go to the hospital. The patient stated that a group of intoxicated people she was with, pushed her into the water and walked away. The patient's mother came and took her to the hospital. The City of Bethel Port Department installs life saving devices along the sea wall every spring to allow bystanders to attempt rescue of people who have fallen into the river.



CITY OF BETHEL
Fire Department

Daron Solesbee, Acting 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: June 4, 2019
TO: Bill Howell, Acting City Manager
FROM: Daron Solesbee, Acting Fire Chief
SUBJECT: Management Report, May 2019

Current Events

- Bethel Firefighters and Utilities personnel tested hydrants on the Institutional Corridor (IC) water system. Several of these hydrants demonstrated flows in excess of 1000 gallons per minute.
- Bethel Firefighters attended and observed the Fire Pump test at the YKHC Paul John Clinic building. The system performed adequately. Department members are in the process of working with YKHC in verifying fire protection equipment and features are present on the 1st and 3rd floors, which will assist YKHC in obtaining a beneficial occupancy permit from the State of Alaska for the use of those floors.
- Alaska Occupational Audiology & Health Services, Inc. performed hearing tests for City personnel from May 20-22.
- We are working with representatives of the Lower Kuskokwim School District to upgrade fire protection systems including a new water storage tank, address signage, hydrant plans, and fire access roads.
- An auction list is being compiled for the sale of the Department's obsolete fire apparatus and equipment. This will be completed and submitted to the City Manager soon.

Community Planning/Preparedness

- During May, the department ordered 44 address plaques for the community. The department has ordered 821 address signs since inception of the program. For those needing assistance, the department has installed approximately 10% of these signs at the request by property owners. The department also oversees and facilitates ordering of commercial signs with an Anchorage vendor. We are reposting our PSA on social media to rekindle awareness.
- The Department is working with the Administration to update the City of Bethel Emergency operations plan.
- The Department is assisting administration with the cleanup and disposal of a release of Muriatic Acid inside a storage container at the pool. The storage container was secured by BFD personnel with a Knox padlock until City personnel can perform clean-up operations under the oversight of EMI-Alaska. Captain Solesbee is awaiting a quotation from EMI-Alaska.
- Bethel Fire Department has been selected as a test site for the new Medicaid supplemental reimbursement program (GEMT). Being part of this pilot will allow Bethel to shape the program to meet Bethel's needs. GEMT legislation (HB 176) was signed into law in June of this year. This law allows municipal ambulance services to receive reimbursement of 50% or more of the uncompensated cost (UCC) of providing ambulance service.

Bethel's ambulance service costs the City around \$1500 per transport. The City receives about \$400 from Medicaid per transport. The City would be able to receive reimbursement for at least half of the UCC, \$1100. Current estimates suggest as much as 150K-200K in revenue from this program. These funds must be used for EMS purposes. The Department is waiting for further information on steps needed to participate

Training

- On 05/07/19 at 7:00 p.m., an EMT Meeting was held at the fire station. Responders reviewed care and practiced S.T.A.R.T. triage for Mass-Casualty Incidents.
- On 05/09/19 at 7:00 p.m., a Fire Meeting was cancelled.
- On 05/21/19 at 7:00 p.m., an EMT Meeting was held at the fire station. Responders reviewed and performed portable fire extinguisher drills for Class A, B, C, D, and K fires.
- On 05/24/19 at 7:00 p.m., the Fire Meeting was held at the fire station. Responders reviewed fire behavior and performed flashover drills.
- Five candidates are progressing through their Firefighter-1 training. Recent topics of instruction include Fire Suppression, Structural and Vehicle Fire Attacks, Vehicle

Extrication, Fire Cause Determination, Terrorism Awareness, and Hazardous Materials Awareness/Operations. The course will conclude on June 8, 2019 with State of Alaska Written and Practical Skills Examinations.

- The State of Alaska Bureau of Fire Accreditation, Standards, and Training (BFAST) and Fire Standards Council (AFSC) approved the department to instruct a Firefighter-2 course from June 15 – July 20. This course will deliver advanced training in the Incident Command System, Foam Application, Coordinating an Interior Fire Attack, and Advanced Vehicle Extrication.
- EMI-Alaska, Inc. instructed a 16-hour HAZWOPER course to complete the 40-hour HAZWOPER training for City of Bethel personnel on April 10-11, 2019. There is a 3-day OJT requirement for each person to complete in order to receive their 40-hr HAZWOPER certificate. The department contacted EMI-Alaska, Inc. with a request to assist and provide oversight to the City of Bethel in the clean-up of the hazardous materials site next to the Bethel Pool. This will meet the 3-day requirement.
- The department conducted an EMT-2 course from May 26 – June 1. All but two students passed their initial exams. Those who did not pass are eligible to retake the exams at YKHC in July.
- On May 4 and 5, a National Fire Academy Preparation for Initial Company Operations class was held at the fire station. This course clarified the role the Company Officer (CO) plays in the preparation and education of firefighters for effective incident operations.

Responses

- Between 04/30/19 and 05/31/19, the Bethel Fire Department responded to 116 EMS and 16 Fire incidents.
- During this period, 72 EMS incidents (62.0%) were alcohol-related.
- On 05-02-19 at 11:59 p.m. Firefighters responded to M.E. School for the report of a fire alarm activation. Firefighters observed fire alarms system sounding and fire fighters investigated the area and found no smoke or fire. The cause of the alarm was determined as a false alarm.
- On 05-06-19 at 5:07 p.m. Medics responded to YKCC for the report of a person experiencing chest pain. The patient was assessed and transported to the hospital.
- On 05-11-19 at 9:47 p.m. Medics responded to Ptarmigan Road for the report of a person who was possibly exposed to Tuberculosis. The patient was assessed and transported to the hospital.

- On 5-13-19 at 9:02 p.m. Medics responded to the area of Akakeek Street for the report of a person with a self-inflicted stab wound to the chest. The patient was assessed, stabilized, and transported to the hospital.
- On 05-15-19 at 3:44 p.m. Firefighters responded to Ptarmigan Road for the report of a structure fire. Firefighters observed no smoke or fire when on scene. Firefighters performed overhaul to extinguished remaining hot spots. The cause of the fire was incendiary. BPD investigators have been advised and are referring charges.
- On 05-21-19 at 3:32 p.m. Firefighters responded to the YKHC CHSB parking lot for the report of a child locked inside a vehicle. Firefighters unlocked the car and found the child was unharmed.
- On 05-30-19 at 10:11 p.m. medics responded to the sea wall by Joe Lomack Beach for the report of a person in the water. Medics arrived to find bystanders had already pulled the patient out of the water. The patient then refused treatment and transport.
- On 5-31-19 at 12 a.m. medics responded to the intersection at Seventh Avenue and Ridgecrest Drive for the report of an ATV accident with injuries. The patient was assessed and transported to the hospital.

Budget/Financial

- The department is operating within budget.
- The proposed FY 2020 budget was submitted to and reviewed by City Council.

Grants

- The Department was awarded funding through the Volunteer Fire Assistance program for \$7,470, for three sets of firefighting turnouts. Due to Federal budget cuts to the VFA program, this award was cut in half. Only one set of structural firefighter turnout gear will be purchased with these funds.
- The Department applied for and passed the first round of approval for the Phase 18 Code Blue Grant for \$45,000 for the remount of Medic-5 to a new chassis. Funds have been awarded and will be reimbursed once expenditures are made.
- The Department was awarded \$7,500 in Code Blue grant funding for a new power stretcher for Medic-6. The YKHC EMS Department administers this grant and BVESA has committed matching funds. The stretcher is in service in the new ambulance. Invoices were submitted to BVESA and the grant will be closed out soon.

Staffing/Recruitment

- The Department has one open Firefighter/EMT position, which is being advertised on the State of Alaska ALEXS website and nation-wide on the IAFC's Daily Dispatch website. Only two applications have been received to this date.
- The Department is recruiting for up to three Summer Firefighter Intern positions. This will give recent graduates who are 18 years old a chance to see what a career in the Fire Service has to offer. Currently, no applications have been received.
- All employee evaluations are being completed.

Vehicles & Equipment

- A bill of sale and title was provided to administration to dispose of E-28. Once signed the surplus fire vehicle will be property of the Native Village of Napaimute.
- The new ladder truck is receiving warranty repair for a problem with the nozzle nesting feature and repairs to the Compressed Air Foam System (CAFS) compressor. We are outfitting the new ladder truck with firefighting and rescue equipment.

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.</i>
Engine 4	Pumper	2013	<i>(Frontline pumper) In service, Seat belt sensor silenced but still needing repair by V&E. DEF tank heater malfunction parts on order.</i>
Engine 3	Pumper	1986	<i>Being outfitted as a tender and water supply unit. 3000 feet of LDH. (Poor overall condition needs replacement) Generator mounting parts ordered for installation</i>
Truck 1	Ladder Truck	2017	Outfitting, in service
Com 1	Pickup	2014	In service
Com 2	Pickup	2004	In service.
Tanker 1	Tanker (1500 gallon)	1980	Out of Service
Truck 1	Ladder Truck	1980	Out of Service

MEMORANDUM

DATE: June 3, 2019

TO: William F. Howell, III, Acting City Manager

FROM: John Sargent, Grant Manager

SUBJECT: Grant Manager's Report – June 11, 2019 Bethel City Council Meeting



STOP School Violence Grant Application Submitted

I worked with the Lower Kuskokwim School District (LKSD) to prepare and submit a grant application to the COPS Office Stop School Violence: School Violence Prevention Program. The City requested \$500,000 in grant funds. LKSD agreed to provide the 25% project match of \$166,667. The City requested funds to purchase a "panic button" mobile application for download on school personnel at the five schools in Bethel, keyless card reader locks for all doors at the high school, exit bar alarms on high school doors, and an audio-video buzz-in system for the two front high school doors.

Phase 2 – Gym

I am working with Bethel Community Services Foundation to obtain a price quote for a feasibility study to construct and operate Phase 2 of the YK Fitness Center. The City will target the Rasmuson Foundation Tier 2 grant and a BCSF grant to cover the costs associated study completion.

Grant Projects

Lift Station E-Panels and "New" Bethel Main

Village Safe Water Program has yet to approve the City's request for an additional \$479,900 for the Lift Station project. The additional funds will allow for the completion of the lift station rehabilitation and installation of two additional lift station panels (City Hall and Public Works Building).

DOWL engineer firm prepared the bid documents. Two companies attended the mandatory site visit. The City issued the Request for Bids documents. Responses and scoring of bid submissions will occur in the next week.

Owl Park Playground

I prepared and submitted to YKHC one report documenting the City's expenditure of the \$19,922 for the purchase of playground equipment. The equipment is being installed in the first week of June 2019. I will send in one final report with photos, documenting the completion of the playground installation.

Community Action Grant

The Community Action Grant Technical Review Board plans to meet June 4 and June 12 to review and score three applications submitted in Year 2, Quarter 2. This represents the sixth round of CAG funding for board consideration.

**City of Bethel
Grant Summary
Fiscal Year 2019**

Preparing

Sponsor	Name	Products/Services	City Depts. (Partners)	Date	\$ Grant \$ City Match
AK Dept. of Transportation & Public Facilities	STIP – Statewide Transportation Improvement Program	Transportation improvements in Bethel (e.g., roads/trails)	Public Works	9/15/19	\$1,075,021 \$175,004
United States Dept. of Agriculture-Rural Development	Water and wastewater grant/loan program	Piped water and sewer system in The Avenues subdivision	Public Works	Target 1/31/19	\$13,321,000 \$306,000

Submitted in Fiscal Year 2019

Most recent first

Sponsor	Name	Products/Services	City Depts.	Date	\$ Grant \$ Match
Dept. of Justice, Community Oriented Policing Services	STOP School Violence Prevention Program	Mobile phone application, electronic door locks, exit door alarms, audio-visual entry system.	LKSD	5/31/19	\$500,000 \$166,667
AK Dept. of Health and Social Services	CSP Program Grant	Operating costs associated with CSP Program	Police	5/23/19	\$323,081 \$32,081 In-kind
Village Safe Water Program, AK Dept. of Environmental Conservation	Sanitation Deficiency Database entries	Heat trace, two utility service trucks, lift station safety installs, Avenues proj. design	Public Works	4/1/19	\$1,546,209 \$0 expected
Alaska Division of Homeland Security and Emerg. Mgmt.	State Homeland Security Grant Program	Interoperable Comm. Plan, thermal imager, fencing for water tanks, foam extinguishers, Continuity of Op. Plan.	Fire, Public Works	1/31/18	\$163,732 0

State of Alaska	Capital Budget Requests	Avenues water and sewer project, Bethel Heights Water Loop A, Dust Control, City Hall Roof	Public Works	12/18	\$20,743,645
AK Dept. of Transportation & Public Facilities	Community Transportation Grant	Operate Bethel Transit System	Public Works, Transit Division	12/17/18	\$316,832 \$86,381

Approved in Fiscal Year 2019

Most recent first

Sponsor	Name	Products/Services	City Depts.	Date	\$ Grant
Alaska Public Entity Insurance	Safety Grant	Traffic safety barricades	Public Works	5/7/19	\$3,000
AK Dept. of Envior. Cons., Village Safe Water Program	Infrastructure Protection Funding	Heat trace from FAA lift station to Q2 lift station.	Public Works	2/8/19	\$127,500 22,500
Alaska Dept. of Environmental Conservation	Alaska Village Safe Water Program	Preliminary Engineering Report & Environmental Report for Bethel Heights Sewer System	Public Works	11/27/18	\$75,000

Not Approved in Fiscal Year 2019

Most recent first

Sponsor	Name	Products/Services	City Depts.	Date	\$ Grant
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Memorandum

Date: June 1, 2019

To: Bill Howell, Acting City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



May 2019 Current Events

- **Voicemail Audit:**

Throughout the month, on request from Acting City Manager Howell, I endeavored on an audit of all City desk phones to make sure an appropriate and up-to-date voicemail greeting was placed on each one pertinent to the position. Voicemail was either deactivated on phones that would not normally be checked or rerouted to phones that would be checked. If no greeting existed, I tried to put something generic in place especially if the position was vacant.
- **Caselle Update from 2018.5.119 to 2019.5.131:**

Pushed a major Caselle update out to all workstations using it. This took the working version from 2018.5.119 to 2019.5.131.
- **Fire Dept WiFi Issues:**

For a few months, users at the Fire Dept. have been reporting that the WiFi access at least towards the front of the building has been intermittent and sometimes dropping devices randomly. It has been somewhat challenging to isolate the problem as it wasn't an issue that could be recreated on demand. With the help of Arctic IT, we performed factory resets on two of the three access points, reloaded the Fire Dept settings, and then tested with users for an extended period to which all reports were positive. Hopefully the issues have been resolved.
- **Approved Electricians RFP Ends:**

The City's RFP for electricians ended last month, but contracts, intents to award, and protest periods bled into May. Due to the transition period with city managers, the item did not make it onto a council agenda until the last meeting of May.
- **Chemicals for Road and Water Treatment RFB Ends:**

An RFB for chemicals used in road and water treatment concluded during the month. This RFB would be a multi-year agreement to purchase chemicals from the same company over an extended period with an initial purchase to be made before the end of FY19. Approval for the initial purchase and contract will be up for approval on the final council meeting of May.
- **Lift Station Control Improvement RFB Ends:**

An RFB to introduce improvements on the City's lift-station controls ended. The paperwork and agreements for this will not be visited until the following month due to the RFB's ending date.

Memorandum

Date: June 1, 2019

To: Bill Howell, Acting City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



- **City Hall Janitorial Services RFB Ends:**

An RFB to solicit janitorial services for the City Hall building concluded during the month. This RFB is to allow new and existing contractors to offer cleaning services for the City Hall building. The paperwork and agreements for this will not be visited until the following month due to the RFB's ending date.

- **City Manager Recruitment Firm:**

A procurement procedure, modified by City Council to adjust for time and severity of need, concluded during this month. The project was spearheaded by the City Clerk with the Council scoring submissions. This project was to acquire a firm that could assist in quickly finding the City a new permanent City Manager. I assisted the Clerk in drafting letters of award and decline and making sure those notices were sent out to respondents in accordance with our usual procurement methodology. It will be up for council to approve the contract that was drafted for the winning proposal on the last council meeting of the month.

- **Business-As-Usual:**

Beyond the above-mentioned items, the month has been spent fixing or helping with run-of-the-mill trouble tickets such as email issues, printing/scanning, Caselle access, cellphone replacement, missing network drives, login problems, etc.

Future Plans

- **FY20 Projects:**

Pending the finalization of the FY20 budget in the coming month, I will get the wheels rolling on any of the projects that the council approves funds for in my FY20 budget. Items I hope to see approved include changing our firewall service from a GCI-provided service to something onsite that we manage ourselves. I would also like to perform a full hardware replacement for desktop computers which will include licenses for the latest versions of both Microsoft Office and Adobe Acrobat.

PLANNING DEPARTMENT



Monthly Manager's Report May 2019

To: Acting City Manager Bill Howell
From: Planning Director, Betsy Jumper

Since the Planning Department has officially entered the development season. We have now received a total of 27 site plan permits for adding fill to properties, relocating houses on existing properties to abide by setback requirements, the construction of single family dwellings, a steam bath house, fish smoke houses, and a duplex.

The 1st of April, administration purposed a new Planning budget that has been reviewed by City Council. Since then the city council has reviewed the Planning budget but nothing has been changed.

I am continuing my work with the subdivision developers. Tanqik Subdivision Agreement is scheduled to be on the June's 2019 agenda. Packets and agenda are due on the 7th of June.

The DOWL's GIS (Geographic Information Systems) Engineer came and showed us the new updating address map system, and all the new features that goes with it. This will really help keep up with addresses.

Pauline and I have been working with the public assisting them with legal titles for their properties, also working with the public to get vehicles out of the right of way.

The development summer season has begun and it sure has been busy, but we are keeping up with the pace and completing our tasks on time.

CITY OF BETHEL
POLICE DEPARTMENT



May, 2019 Monthly Report

Personnel:

A new officer started on 5/13 to back fill the vacancy created by assigning an officer to WAANT. Two other applicants are in the final stages of testing. One is eligible to be certified and will start in mid-June and the other is a CSP and will attend the Academy starting in July. His CSP position will be filled at that time. Unfortunately, in addition to the sergeant that separated in May, two other officers have resigned effective in June. Both resigned for personal reasons.

All Dispatch, administrative, CSP and CSO positions remain fully staffed.

Operations:

There were approximately 1,579 calls for service the month of May, a drop of nearly 25 cases from April and down approximately 40 cases from the same period in 2018. The number of calls requiring investigative reports was at 80, down one from May but up 8 from 2018. There were 452 intoxicated pedestrian calls compared to 492 for the same period last year. The number of domestic violence arrests was 29 this month compared to 23 for the same period in 2018 and 37 in April. There were 4 DUI arrests compared to 2 for the same period last year and 9 arrest in May. There were 3 death investigations in May, compared to one for the same period last year.

BPD investigated 2 presumed drownings in May. One was last seen off the sea wall and was recovered within hours. The other was last seen off the end of Knik Road. That person has not been recovered. However, the remains of an individual reported missing last December were recovered from the river bottom while dragging for the more recent missing person.

The United States Attorney General visited Bethel and a nearby village. BPD assisted with security planning, motorcade security and transportation to the nearby village. The City's BFD/BPD rescue boat was used to assist with the transport.

Animal Control:

There were 39 animal control calls for service for the month with no reported dog bites. Bethel Friends of K9 has moved their building onto the City's lot adjacent to the animal shelter. The MOU with UAF was finalized and the University now has a vet living in Bethel assisting with both Bethel and village spay/neuters.

PORT OF BETHEL

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



TO: Bill Howell, Acting City Manager
FROM: Allen Wold, Port Director
SUBJECT: May 2019 Managers Report

- **Small Boat Harbor**
 - Put in the floats and repairing floats.
 - Cleaning around the harbor using Loader and the Dump truck.
 - Selling permits.
 - Working on North Harbor Road Expansion. (15 loads of dirt and 5 loads of gravel)
 - Graded and put calcium down on the roads.
- **City Dock/Beach 1/Petro Port**
 - Customers are in and out of the Dock.
 - Crowley, Faulkner, and Vitus have pushed in. (AK Logistics and Dale Construction are still working on the tugs)
 - First mainline barge (5.2 million LBS)
 - Graded and put calcium on the Dock.
 - Cleaning up the Dock and repairing the warehouse.
- **Port Office**
 - Property Maintenance checking on building daily.
 - Selling permits.
 - Setting up cameras.
- **Admin**
 - Monthly Storage billing for customers.
 - Had a Port Commission on May 20th 2019.
 - Worked on FY 20 Budget.
 - Hired 4 Small Boat Harbor Attendants. Our City Dock Attendant found another job.
 - Coast Guard came in to do a check on the City Dock. Everything was to their liking.
- **Seawall**
 - Consistent clean up.
 - Put more Life rings up and made rescue poles for the seawall.
 - Port Attendants checking on lower access daily to make sure life rings and rescue poles are still in place.
 - Put gravel down on the Lower Access road on the trail.
- **Misc./Vehicles**
 - Safety checks along the seawall.
 - Safety Meetings.
 - V&E working on our trucks.
 - Working on the Water truck and the Grader.

MEMORANDUM

DATE: 05.31.2019
TO: Bill Howell, Acting City Manager
FROM: Bill Arnold, Public Works Director
SUBJECT: Manager's Report – Public Works Department

Programs/Divisions

Public Works Director:

Hauled Utilities:

The Hauled Utility Dept. has had a wonderful month of May 2019. No incidents for the month of May have been reported and the drivers have done a wonderful job the whole month.

There hasn't been a lot of maintenance issues with the trucks for the drivers. We still need newer water trucks that will greatly help drivers to complete the work required in a reasonable amount of time in the work schedule without a lot of overtime.

We have a new driver and will greatly help with the shortage of drivers needed to get the job done on time as soon as the driver completes his training.

Hopefully we'll be able to get Community Workers soon, as they been a great help to the Dept. in the past with all the tire repairs and a lot of work needed around the shop as well as picking trash around the dumpsters as needed.

We are thankful for the new trucks that we have, that will greatly help the department without having to deal with the trucks in maintenance. Hopefully, the drivers will take good care of the trucks as they have heard drivers will not be allowed to continue the use of the new trucks if they are abusing the new trucks.

The Hauled Utility Dept. vehicle used by the foreman is pretty old. The front tires are toeing out even though it hasn't been abused by the use. The front end would wobble with the tight turns.

We didn't get the order of the supplies we needed for the year because of the shortage of funding we have had for the department and a lot of the funding used for the department was taken away. Other departments in the City Of Bethel have used our supplies like coffee, coffee cups, gloves, high visibility safety vest, bungee cords and a lot of supplies that they ask for but we cannot get the funding for the supplies for our drivers needs as we used to.

Utility Maintenance:

- Lagoon discharge operations began discharge on 5/27/19. Sampling program to begin as per DEC permit requirements.
- 18 alarms on residential lift stations were responded to. Multiple issues with grinder pumps, heat trace, and float systems.
- Monthly meter reading and service connections were completed
- Main Lift Station pump work – Pump #1 still in Anchorage for major repair. Pump and parts have arrived. Repairs expected to take 1-2 weeks. Lift Station is running on 2 pumps for now.

- Clean up and organization of shops.
- 18 residential lift station repairs
- Line flushing and leveling activities on low-flow and plugged sewer lines. Non-compliance reports were filled out per DEC requirements.
- Daily safety meetings.
- All 3 Utility Maint. Trucks are having issues that require repairs. Several of these are major safety issues. Continue to work with V&E to repair them, but some issues are arising due to 2 of the vehicles are more than 10 years old.

Property Maintenance:

- PW Building
 - Boiler #1 and #2 completely removed. Used/waste oil burners are sole source of heat for the building.
 - While glycol system was drained down, repairs to leaking unit heater lines throughout the building were cut out and were replaced. Still in progress.
 - Day tank fuel system and plumbing removed from building for replacement. New day tank system being installed. To be plumbed.
 - Hot water system has been removed from PW building as part of the mechanical space remodel. PW building will not have hot water until the boiler project is complete.
 - Fire sprinkling system in INOP. Constant Fire watch in place.
 - Clean up green up activities around the PW building
 - Large sink hole at North side ramp man door filled, packed and leveled with gravel and fill sand.
 - South Bay, West wall man door jam and latching hardware repaired. Doors would not close nor latch.
 - Preparations for adjusting the front entrance stairs is in progress
 - Preparations for installing handicapped, wheel chairs accessible ramp in progress.

- City Hall
 - Replaced toilet near finance area due to complaints of poor flushing performance. Now complaints are that the toilet is too low.
 - Rear entrance stairs are rotting. Project to replace the stairs in entirety as a summer project. Materials being sourced.
 - Wheel chair ramp section at front entrance is showing signs of degradation and will need to be rebuilt or replaced. Project this for summer. Material quotes requested.

- Court House
 - No smoking sign installed on building in appropriate locations.
 - Space previously occupied by OCS had minor touch ups for new occupancy.
 - All Air filters removed and replaced with new. Summer schedule for this activity now active.
 - Report of areas where carpet was raising from sub flooring during carpet cleaning identified. Plan being discussed to temporarily repair until new carpeting can be coordinated.

- **Dry Sprinkler System:**
 - Dry system is back in NORMAL operation minus ONE isolated sprinkler head located on the outside of the building to the left of the front main entrance. Project to have contractor complete repair from break Spring/Summer of 2019. Contractor is in communication with city building maintenance and scheduling a time for the work to be completed.
 - The dry system has a small leak in the system piping just above court room 4. Leak is temporarily fixed and holding. Static air pressure is remaining constant with additional help from the fire system air compressor. A plan is being developed to have the dry system evaluated for replacement and repair Spring/Summer 2019 by a contracted service. Pressures checked daily.

- **Holding Cell Area Door:**
 - Door is complete and ready for install. Door removal and replacement will be coordinated with Alaska State Court System. The area where the door is a sensitive area as inmates are transferred through this area.

- **Water leak damage remediation survey:**
 - A plan for remediation/remodel had begun based on lab results. Priority areas have been identified.
 - Flooring quotes have been requested.

- Dog Pound
 - BFK9 has transitioned and is using the building more often.
 - BFK9 kennel relocation complete minus sewer lagoon piping install.
 - BFK9 adding gravel to parking space as well as small dog run.

- Log Cabin
 - Water service has been isolated and building closed for use by the public.
 - Instructions to dismantle the newer portion of the building from the old are on standby.

- YKFC - Pool
 - Meeting completed with Pool management staff to determine cause of reported issues with the boiler system. The issues have primarily been pressure related and high temp limit related. Action plan to evaluate the system in its entirety for correct daily operation is in place.
 - Boiler #1 and #2 – Complete shutdown and cleaning performed. Function checks completed after and boiler placed back online.
 - Discussion of how property maintenance can better support the fitness center in process. Seems to be a disconnect between Fitness Center maintenance and support staff and the COB maintenance department staff.

- Police Department
 - Periodic low fuel level alarm activation for the emergency power generator. The issue

has been isolated to a set of terminals outside the building that get wet and short causing a false alarm. The alarm will short and activate when the weather is rainy and windy.

- This has been addressed multiple times including with the original installer.

- Fire Department
 - Utilities Maint. accidentally cut a glycol boiler line during a repair of their systems. Boiler was turned off, Glycol drained down, repair to line completed, glycol refilled and boiler returned to service.
- Billy's Water plant
 - Boiler #1 shut down and Boiler #2 fired. To even out boiler usage.
- Sean's Water Plant
 - Boilers monitored daily as they are the main source of heat for the City sub water utility lines.
- Teen Center
 - Boilers are monitored daily as they are a "Boost" of temperatures supporting the heat loop that runs through the City Sub water utility lines.
 - Teen center staff identified a door to the outside that was not latching properly and could be a potential entry for vandalism. Door was shimmed and latching mechanism repaired.
 - Toilet issue reported, toilet issue repaired.
 - Fuel tank flex lines were stretched to limit. Tanks too full to level, extended the flex line to prevent breaking the hard lines attached to building.

Parks and Recreation:

- Parks and Rec in General
 - 1 of 2 summer hire employees on board. 2nd employee to start end of May or early June.
 - Daily rounds of the parks has begun.
 - Identified problems and needs for repairs will be prioritized accordingly
 - Daily rounds of boardwalks has begun.
 - Identified areas for level and board replacement are being prioritized.
 - All Hands Maint./Parks Rec crew 2 hour mandatory Clean Up, Green Up Activities conducted on May 24th Entire Pinky Park areas.

As spring quickly approaches a list of projects for the summer are being developed within the department along with projected timelines.

- Projects so far, more to be considered.
 - Owl Park (projected dates May27th thru June 7th)
 - Install of new playground equipment and play ground material
 - Equipment for new playground has arrived on first barge
 - Installation crew expected to be in Bethel last week of May
 - All play parks

- General maintenance and grounds upkeep
 - Trashcan repair/replacement
 - Ground cover/chips upkeep
 - Equipment repair and maintenance
- Pinky's Park
 - Potential Softball field refurbish/re-sod/re-seed in discussion
 - Potential dugout repairs, repaint
 - Bleacher maintenance
- Soccer Sports Field
 - Completed - Temporary fencing to prevent field traffic
 - Completed - Hydro Seed and ground aerating completed
 - Completed – Bleachers built and ready to be moved to location for install
 - Completed – Paint concrete blocks separating field from parking
 - Completed – Portable bathrooms built and ready to be moved to location for install.
 - Completed – Bike rack ready to be moved to location and installed
 - TBD - Maintenance contract options for field with Codman Services
 - TBD - Build and place information bulletin stand at location
 - TBD – Funding for permanent fencing
 - TBD – Paint/Chalk field play surface
- Airport Cemetery
 - Requested quotation for additional fencing
 - TBD - Installing additional fencing
 - TBD - Hydro seeding expanded sections
- Boardwalks
 - Completed - Trial Lighting pole ordered
 - Completed – Trial Solar Lighting fixture ordered
 - TBD – Install the trial solar lighting
 - General maintenance and upkeep
 - Vegetation trim back
 - Way finding signage
 - Location marking signage project.
 - Leveling boardwalk
 - Board replacement as needed
 - Trash can replacement as needed
 - Benches and sitting areas repairs

Road Maintenance:

Streets and Roads has been laying down calcium on the roads from the May 20 through to May 24, during the dry part of the month. We dispersed calcium to BIA, Kasayuli, Tundra Ridge, Owl Street, Mallard lane, Delapp Street, Atsaq Street, 6th Avenue, 7th Avenue, Willow Street, Main Street, Standard Oil Road, Boat Harbor Road, City Subdivision, Akakeek Street, Ridgecrest,

Ptarmigan Street, and the City Docks.

Streets and Roads have been pushing at the city sand pit with the D-8 cat, making up 3 piles, landfill cover, road sand, and road salt sand for the sander trucks for this winter. We now have, two big piles of landfill cover, and a good pile of road sand, and have been working on silt sand pile.

Streets and Roads, been hauling with one to two dump trucks, hauling landfill cover to the landfill or salt sand to the pile on the north side of the shop as we have time. We have been doing this on and off all month and will continue to do this all summer.

Streets and Roads is digging up the pavement on Ptarmigan Street between the intersection of Akakeek and Delapp. We will be doing this for the rest of the week, and this should take care of the bad pavement on Ptarmigan.

Vehicles and Equipment:

May was a good, productive month. We completed over 40 work orders and are short 1 mechanic. Pass the word on to your friends, we need another mechanic. Four of the five new sewer trucks are here. We have got three of the four numbered and CB's installed in all. They will hit the road Thursday morning 5/30. We continue to scramble to stay on top of everything. The V&E team has done another great job this month.

Transit System:

For the month of May, we had approximately 2,850 riders, the same period a year ago we had 2,526. That is an increase of 324 rides, about 12% increase from last year. The Green Line runs from 6:30am to 10:30am and then from 11:30am to 6:15pm, Monday through Friday and Saturday from 9:30-11:30 and 12:30-2:30. During the summer, our ridership will be down, people will be gone at fish camp, summer vacations, and others enjoy walking.

With the rough roads, potholes and ruts, Bus 439 was down for five weeks. The front bushings had to be replaced and the front end realigned and replaced both rear main springs. The shop has done a great job in helping us keep the buses on the road.

John Sargent, City Grant Manager, has done a great job and has submitted the FY 20 grant and it includes a new bus. We have requested a 14-passenger bus, with a wheel chair lift, and gas operated. Gas is cheaper than diesel and they are easier to start in the winter. If we get the new bus, it will replace Bus #436, which has in excess of 140,000 miles and is 11 years old. Good job, John!

I am very concerned about the Transit budget, both this year FY 2019 and next year FY2020. To make the Transit System more reliable and serve the people better we need to increase the number of trips per day, maybe add an inner city route, and continue to run one bus part time on Saturday. All of this would cost additional money.

Bethel Transit System goal for the FY 2020 will be to show a 20-25 percent increase in ridership / revenue. With ONC's purchase of senior and caregiver's monthly passes, it may be a lot higher than this. I think we can do this by providing better service to our passengers.

Landfill / Recycle Center:

We at the landfill have spent the entire month covering the trash in area's that we are no longer using presently. We have been covering the dumpster trash everyday per DEC requirements and it is working out pretty good. Knik had a couple of jobs of digging out ditches and we lucked out by getting somewhere around sixty loads, that we can use for cover material. We have spent a lot of time picking up around dumpsters and along the road for green up clean up. There is plenty to do and most of the time, not enough people to do it.

Water Plant Operations:

For the month of May, reports to ADEC, logs for BHWTP & CSWTP. Also our Field and water plant test according to our Monitoring Summary. DMR report for month of May, no discharge for month of MAY. Daily Safety Meetings.

Institutional Corridor Update:

- No new information to report
- Line construction has been completed.
- DEC has issued a letter (11/20/18) with Interim Approval to Operate the line. This is valid until February 22, 2019. Request for final approval must be submitted prior to expiration.
- U.S. Fish & Wildlife was the first customer to apply for and receive services following the receipt of approval to operate.
- To date (2/28/19) only 5 service connections have been turned on. U.S. Fish & Wildlife, Bethel Youth Facility, Correctional Facility and YKHC (hospital and housing units).
- Still waiting on other customers to complete work and apply for services soon.
- Issues with circulation pumps and high demand pump alarms and tripping has been resolved. Valve was left partially closed during commissioning
- Fire hydrant static and flow testing was performed to accommodate requests from multiple customers working on sprinkler designs in their buildings.

Staffing Issues/Concerns/Training:

Streets and Roads Daily Dialog

5/1/19

Graded Ptarmigan Road, Akakeek Street, and Ridgecrest Street.

Hauled gravel and back blade potholes with 950 loader on Ptarmigan Road, and Akakeek Street. Steamer was out steaming the last three culverts in Blue Berry, and Ptarmigan Road.

5/2/19

Grader was out seven hours grading roads throughout Bethel starting with Ptarmigan Road and Akakeek Street and back to those roads at the end of the day.

The D-8 was pushing up sand at the city sand pit for seven hours.

5/3/19

Grader was out for seven hours throughout Bethel starting with Ptarmigan Road, City Subdivision, and Akakeek Street.

Push at the city sand pit with the D-8 Cat.

Filled in potholes with the 950G in Blue Berry Sub, Ptarmigan Road, and City Sub.

Steamed out four culverts in Blue Berry and Larson Subdivision.

5/4/19

Grader was out for six hours grading throughout Bethel starting with Ptarmigan Road and Akakeek Street.

5/5/19

A grader was out grading roads on Sunday for five hours.

5/6/19

The grader was out grading BIA Road, K

The D-8 was out in the city sand pit pushing up sand.

We had a dump truck out hauling to the landfill.

5/7/19

The grader was out grading

Was out steaming a water well by Long House for 8 hours.

5/8/19

The grader was out grading Ridgecrest, Akakeek Roads, and second Road Housing

The steamer was out steaming the water well by Long House for five hours

We helped and removed the inner well casing and well pump.

5/9/19

The grader was out grading

Hauled sand from the city sand pit to the Port on the north boat harbor road with two dump trucks.

Push at the city sand pit with D-8 Cat.

5/10/19

Dug two graves with the 420 backhoe at the cemetery by the airport for three hours.

Grade roads throughout Bethel with 160M for five hours.

Push at the city sand pit with D-8 cat for eight hours.

5/13/19

Push at the city sand pit with the D-8 for seven hours.

Hauled from city sand pit to the salt sand pile at the north side of city shop with two dump

trucks.

Grade roads with the 163H grader for six hours.

5/14/19

Push at the city sand pit, with the D-8 for seven hours.

Hauled from city sand pit to the salt sand pile at the shop with two dump trucks.

Graded roads with the 163H grader throughout Bethel for seven hours.

5/15/19

Set the water pump up out Ptarmigan for the road watering truck.

Hauled salt sand to the road sand pile at the north side of the city shop with two dump trucks.

Grader was out grading roads for four hours.

We hauled the 324E excavator with the lowboy down to the north boat harbor after we got the DOT permit.

5/16/19

We used the 324E excavator to dig out three culverts and installed two new culverts on the north boat harbor.

We hauled in road sand to widen the road and capped it off with six inches of gravel.

Hauled the three old culverts up to the landfill from there.

5/17/19

We helped take out brush at the west corner of the north small boat harbor.

Used the 324E excavator to install a culvert on the east corner of the north boat harbor.

We hauled the 324E excavator back to the city shop with the lowboy.

We picked up boiler parts at Northern Air cargo, six pallets', with the trailer and dump truck.

We hauled in road sand to Mission Road, and graded it in.

Two dump trucks hauled cover to the landfill on the back east corner.

5/20/19

We welded the bag cutter on top of the sander truck.

We dispersed calcium chloride with the grader and sander truck on Ptarmigan Street, Akakeek Street, Ridgecrest Street, Akiachak Avenue, Akiak Drive and City Docks.

The road water truck, watered the roads that we calcium.

5/21/19

Grader was out at 7AM grading Ridgecrest Street, Akakeek Street, Ptarmigan Street Napakiak Street, Mission Drive, 7th Avenue, and Main Street. .

We dispersed calcium with the sander truck on Napakiak Drive, Mission Road, 7th Avenue, and Main Street.

We loaded the sander truck three times and used the truck to spread the calcium on.

5/22/19

We graded Alder Street, Osier Avenue, and 6th Avenue, 7th Avenue, BIA Road, Standard Oil Road, and Boat Harbor Road.

We dispersed calcium with the sander truck on BIA Road, Standard Oil Road, and Boat Harbor Road.

We watered the roads with the road water truck for seven hours

5/23/19

Took the 950G to the city sand pit.

Hauled cover from the city sand pit to the landfill with dump truck.

We dispersed calcium with the sander truck in Tundra Ridge Subdivision, Owl Street, Mallard Lane, Delapp Street, Atsaq Street, 6th Avenue, 7th Avenue, and Willow Street.

We used the 160M grader to grade the streets. We, then, dispersed calcium on the roads.

We also watered the same streets with the water truck.

5/24/19

Took the 950G out the city sand pit to load dump truck.

Hauled to the landfill with the dump truck from city sand pit.

In Kasayuli Subdivision and Noel Polty Blvd., we dispersed calcium with the sander truck, ran the water truck, and finally, graded the calcium that was lay down.

City of Bethel
Street and Roads Foreman
James Flemings



City of Bethel

P.O. Box 1388 • Bethel, Alaska 99559-1388

907-543-1386

Fax # 543-1388

Website: www.cityofbethel.org

To: Bill Howell, Interim City Manager

From: Christine Blake, Finance Director

Subject: Manager's Report

Date: June 6, 2019

Highest priority items I spent time on:

1. Status of the FY18 Audit- Followed up with Altman-Rogers multiple times regarding the status of the audit. Their audit report is in final review at A-R and I expect to see the draft the end of this week.
2. FY20 Budget updates
3. Working with Billing Clerk on taking action toward collection of our overdue utility accounts.
4. Observing/learning processes in Finance and am evaluating internal controls as I go. Need to establish procedures and train. I consider this to be a long-term, ongoing project that will be implemented in phases by area:
 - a. Billing
 - b. Cash Receipting
 - c. Receivables – Utilities and Sales Tax
 - d. Payroll
 - e. P-Cards
 - f. Accounts Payable
 - g. General Ledger
5. Re-arranged my office.





CITY OF BETHEL

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

TO: City Manager
 FROM: Human Resources
 SUBJECT: May Managers Report

DATE: 1 May 2019

Position	Number of Vacancies	Number of New Applications	Number Hired During Period	Number of Vacancies Remaining	Applicants in Review
City Manager	1	0	0	1	0
Driver Hauled	4	0	1	4	0
General Led Act	1	1	0	1	1
Bldg Maint Wkr	1	0	0	1	0
Util Maint Wkr	1	0	0	1	0
Water Fac Coord	1	0	0	1	0
Water Foreman	1	0	0	1	0
V&E Foreman	1	1	0	1	1
Mech-II	1	0	0	1	0
Police Officer III	1	0	0	1	0
Fire Fighter	1	1	0	1	1
TOTALS	14	3	1	14	3

Applications and Hiring:

Awaiting council approval to proceed with hiring procedures to announce the vacant City Manager position.

HR received a total of 6 **Applications** in May

From those 6 Applicants:

1 Driver Hauled Utility was hired.

3 applications currently under review.

2 applications were disqualified.

We currently have 11 job positions with a total of 14 openings, with 3 applications under review as follows:

City Manager: Awaiting council approval to initiate hire.

General Ledger Acct: Currently announced, 1 application in review.

Driver Hauled Utility (4 positions): Currently announced.

Utility Maint Wkr: Announced.

Building Maint Wkr: Announced.

Water Facility Coordinator: Announced.

Water Utilities Foreman: Announced.

V&E Foreman: Announced.

Mechanic-II: Announced.

Police Officer III: One hired, one failed background process.

1 firefighter position: Announced

BEACON Programs:

1 Pre-employment BEACON test was conducted. Applicant hired.

Reports of Injury:

There were no reports of injury

Administrative Actions:

All overdue employee performance evaluations have been closed.

Beginning suspense tracking on May performance evaluations.

Multiple routine PAR actions were executed.

Multiple yearly performance evaluations were submitted and processed.

Employee related announcements:

There were no announcements during the month of May.

Training, Conferences and Seminars:

None currently scheduled

James P. Harris
Human Resources Manager