

**PUBLIC NOTICE**  
**REGULAR MEETING OF THE**  
**Community Action Grant Technical Review Board**  
**Tuesday, June 4, 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. March 13, 2019 Regular Meeting
- VI. NEW BUSINESS
  - A. Election of Chair and Vice-Chair
  - B. Review and score applications and responses received (may include questions to applicants in attendance).
  - C. Review amount of CAG funding available.
  - D. Review/revise application, forms, & processes.
  - E. Update on previous award recipients, projects funded, final reports, and other follow-up issues.
  - F. Status of CAG award contracts
- VII. COMMISSION MEMBER COMMENTS
- VIII. ADJOURNMENT

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

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# City of Bethel, Alaska

## Community Action Grant Technical Review Board

### Meeting Minutes

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March 13, 2019

Regular Meeting

Bethel, Alaska

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#### I. CALL TO ORDER

A regular Community Action Grant Technical Review Board Committee Meeting was held on March 13, 2019 in the City Hall Council Chambers in Bethel, Alaska. Jennifer Dobson called the meeting to order at 7:04 pm.

#### II. ROLL CALL

Comprising a quorum of the committee, the following were present:

Jennifer Dobson	Louise Russell
S. Grady Deaton	Leif Albertson
Amber Jones	Lucinda Alexie

Also Present:

Recorder and Ex-Officio, John Sargent

#### III. PEOPLE TO BE HEARD

A. None.

#### IV. APPROVAL OF AGENDA

<b>MOVED BY:</b>	S.G. Deaton	Move to approve Agenda.
<b>SECONDED BY:</b>	A. Jones	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

#### V. APPROVAL OF MINUTES

<b>MOVED BY:</b>	A. Jones	Approve March 5, 2019 Meeting Minutes.
<b>SECONDED BY:</b>	S.G. Deaton	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

#### VI. NEW BUSINESS

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

<b>MOVED BY:</b>	S.G. Deaton	Move into Committee as a Whole to discuss applications received for funding.
<b>SECONDED BY:</b>	L. Russell	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

Chair Jenny Dobson moved the Committee out of the Whole.

<b>MOVED BY:</b>	A. Jones	Committee's funding recommendation for the five applications submitted should be prepared for City Council to approve, grant agreements should be prepared and signed, and checks issued.
<b>SECONDED BY:</b>	L. Russell	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

Scores

Applications	Amber	Leif	Louise	Lucinda	Jenny	Grady	Total	Avg.
BSAR	160	139	138	111	111	135	794	132.2
Wrestling	152	155	132	150	143	160	892	148.6
Healing music	141	140	116	134	134	140	805	134.1
Camp Hope	157	164	150	162	156	156	945	157.5
Winter House	159	163	148	162	164	160	956	159.3

Rank, Funding Amount, and Grant Agreement Conditions

1. Winter House > \$11,160 Full request per application
2. Camp Hope > \$12,187.60 Full request per application
3. Wrestling > \$3,094.36 Full request per application
4. Healing Through Music > \$6,790 Less than full request, no funding for indirect, logistics/marketing, promotional materials, or equipment. Funded only \$1,000 for artist pay, \$5,490 for harmonicas, and \$300 for postage/freight.
5. BSAR > \$4,760 Less than full request, funded only rolls of reflective tape.

Due to the lateness of the hour, the Chair inquired of Committee members whether they wished to discuss any of the items on the agenda, but not yet addressed. Seeing no affirmations, Chair went to Committee Member Comments.

**B. Review amount of CAG funding available.**

**C. Review/revise application, forms, & processes.**

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

**E. Status of CAG award contracts.**

**VII. COMMITTEE MEMBER COMMENTS**

Louise > Expressed appreciation that all members could reach resolution.

Grady > Thanked the Committee for putting up with him.

Lucinda > Thanked Committee members for the discussion.

Amber > Expressed her desire to add the exclusion of indirect costs to CAG funding parameters.

Leif > Asked which member of the Committee would be willing to come to the City Council meeting to speak on the Committee's funding recommendation. Grady volunteered.

Jenny > Said she liked working with Committee members.

**VIII. ADJOURNMENT**

<b>MOVED BY:</b>	L. Russell	Move to adjourn.
<b>SECONDED BY:</b>	A. Jones	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

With no further business, the meeting adjourned at 9:43 pm.

APPROVED THIS 4th DAY OF JUNE, 2019.

\_\_\_\_\_  
Recorder

\_\_\_\_\_  
Jennifer Dobson  
Committee Chair

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 <sup>willstango.com</sup>

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

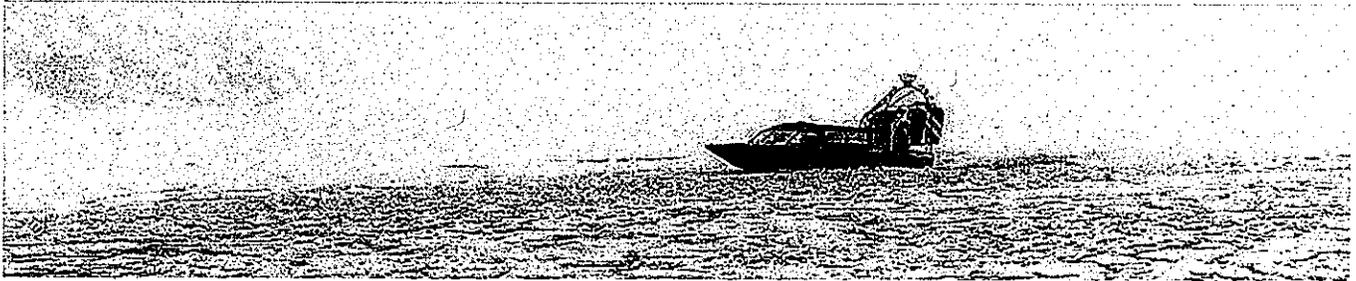
- c. Have you ever received funding from the City of Bethel before? If so, provide dates, amounts, and project descriptions.

### 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

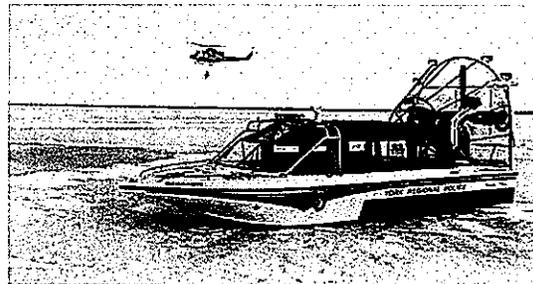
Length: 23', 7" Beam (Width): 7'6"

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: 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: 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"<sup>1</sup>. 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.

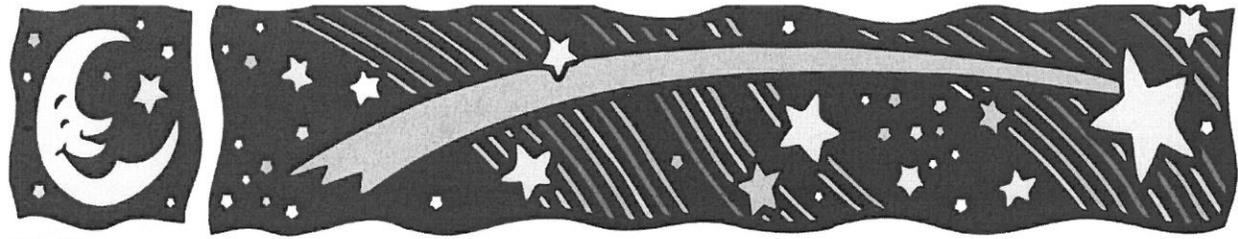
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<sup>1</sup> .

<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.

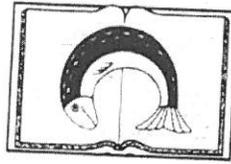
**Budget:**

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 &lt;tquiner@alaska.edu&gt;

---

## 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

# 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: 907-543-2072  
 EMAIL: [CAG@CITYOFBETHEL.NET](mailto:CAG@CITYOFBETHEL.NET)  
 WEBSITE: [www.cityofbethel.org](http://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. Upon completion of the grant purpose, but not later than three months from the date of this grant, to submit a written follow-up report to the Grantor, using the Exit Report.

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**  
**Agreement**

300 STATE HIGHWAY, PO BOX 1388, BETHEL ALASKA, 99559  
 PHONE: 907-543-1386  
 EMAIL: [CAG@CITYOFBETHEL.NET](mailto:CAG@CITYOFBETHEL.NET)  
 WEBSITE: [www.cityofbethel.org](http://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. Upon completion of the grant purpose, but not later than three months from the date of this grant, to submit a written follow-up report to the Grantor, using the Exit Report.

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**

- 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](mailto: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 budget, 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 staff members responsible for overseeing and carrying out the grant. This should include one-paragraph resumes of the key project/program staff members.

## **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 Committee 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 Committee within thirty days of completion of 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
<b>Request Summary &amp; Project Details</b>	<b>Total 80</b>
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

<b>Budget For Project</b>	<b>Total 30</b>
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
<b>Subjective Criteria</b>	<b>Total 60</b>
Meets community needs	10
The strength of the plan and idea	10
The applicant appears capable	10
Project meets funding priorities	30

**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:	\$	_____
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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 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.

## 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 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?
- 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.

# 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
<b>Request Summary &amp; Project Details</b>	<b>80</b>	
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
<b>Budget For Project</b>	<b>30</b>	
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
<b>Subjective Criteria</b>	<b>60</b>	
Meets community needs	10	
The strength of the plan and idea	10	
The applicant appears capable	10	
Project meets funding priorities	30	

NOTES

<b>Total Points</b>	<b>170</b>	
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Reviewer Name: \_\_\_\_\_ Date: \_\_\_\_\_



# City of Bethel

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

907-543-1386

Fax # 543-1388

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

**Record of Community Action Grant Awards**

<b>Year 1</b>	<b>Project</b>	<b>Begin</b>	<b>End</b>	<b>Check Date</b>	<b>Awarded Amount</b>
<b>Quarter 1 - AM Approved 3/27/18</b>					
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
	<b>Subtotal</b>			<b>Subtotal</b>	<b>\$28,300.00</b>
<b>Quarter 2 - AM Approved 6/26/18</b>					
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
	<b>Subtotal</b>			<b>Subtotal</b>	<b>\$13,872.50</b>
<b>Quarter 3 - AM Approved 10/9/18</b>					
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
	<b>Subtotal</b>			<b>Subtotal</b>	<b>\$7,770.00</b>
<b>Quarter 4 - AM Approved 12/11/18</b>					
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
	<b>Subtotal</b>			<b>Subtotal</b>	<b>\$25,525.00</b>
<b>Year 2</b>					
<b>Quarter 1 - AM Approved 3/26/19</b>					
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
	<b>Subtotal</b>			<b>Subtotal</b>	<b>\$37,992.00</b>

**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
<b>Quarter 1 - AM Approved 3/27/18</b>							
Friends of the Kuskokwim Consortium Library	X	8/31/19		12,000			
Bethel Search and Rescue	X	6/19/19		10,000		E-6/3/19	
Orutsarmiut Native Council	X	11/30/18	11/27/18	5,000	5,030	E-11/26/18	E-11/29/18
YK Fitness Center	X	3/31/19		1,300		E-11/26/18	E-6/3/19
				<u>28,300</u>			
<b>Quarter 2 - AM Approved 6/26/18</b>							
Hope in Alaska/Camp Hope	X	9/30/19	9/22/18	10,000	10,000	E-11/29/18	
Sackett Hall (UAF-Kuskokwim Campus)		8/31/19		3,873			
				<u>13,873</u>			
<b>Quarter 3 - AM Approved 10/9/18</b>							
Bethel Wrestling Club	X	8/31/19		6,000			
Delta Illusion Dance Company	X	1/31/19		1,770		E-6/3/19	
				<u>7,770</u>			
<b>Quarter 4 - AM Approved 12/11/18</b>							
ONC-Bus Passes for Seniors		4/30/19		3,060			
Justine Chamberlain-Coffee House	X	5/30/20		9,700			
Friends of the Kuskokwim Consortium Library	X	8/30/20		12,765			
				<u>25,525</u>			
			<b>Total Year 1</b>	<b>75,468</b>			
<b>Year 2</b>							
<b>Quarter 1-AM Approved</b>							
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			
				<u>37,992</u>			

E= Email Reminder notice to do



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: April 30, 2019  
TO: Fred Watson, Mayor  
FROM: Bill Howell, Acting Manager  
SUBJECT: Manager's Report – Month of April, 26 through April 30, 2019

### **Current Events**

- The scope of this report is limited to less than three days in position. City manager duties were assumed on April 26, 2019.
- A meeting was held with our local Union representatives Monday April 30, 2019 to discuss safety and employment conditions for employees. We plan to meet every Tuesday at 10 am to keep an ongoing dialog and to foster better communication.
- The Manager attended the Yuut Elitnurviat Executive Board meeting on April 29th at 1400 hrs. The meeting packet is attached to this report.

### **Departments**

- A department head meeting was held on April 26<sup>th</sup> at 3 p.m. In the meeting the incoming acting manager was briefed on the status of various department projects

### **HR**

- All department heads and Human resources have been directed to complete all past due evaluations by May 15<sup>th</sup> 2019
- HR was directed to complete all pay increase as required by the COBEA agreement. Several employees were without evaluations or the required pay increase guaranteed 30-days after their anniversary date.

### **Finance**

- The Finance department is fully staffed. We are enjoying the new energy, experience and knowledge of our new Finance Director, Christine Blake. We warmly welcome Christine to the team and wish her success in her new position with the City of Bethel.

- Finance is working diligently to complete the audit and also get the FY19 budget current.

### **Public Works**

- Avenues water project - bond/loan financing negotiations are ongoing with a reputable Alaskan firm.
- 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 has been directed to cap the well at the Nicholson's water works lot that was recently leased to Jared Carr and Naim Shabani. The lessor has asked that the well be capped so they can begin improvements.
- Public works is researching "mile markers" for boardwalks in Pinkie's park. The idea is from recommendation received through the public safety commission.

### **PD**

- The Chief of police has been on training. I will meet with him later this week to receive a briefing on current events in the Police Department.

### **Planning**

- A review of the new proposed Tangik Subdivision preliminary Plat by the City's engineering firm Dowl has been approved and is expected to cost less than \$4000.00.

### **IT/Purchasing agent**

- The IT director has updated the City Manager's voice message to a generic City manager response.
- IT is conducting an audit of all City voicemails to ensure they are correct and land in the appropriate office.
- 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**

- I will be working with the Port on barge renewal.

### **Fire**

- Fire 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.

- The Acting Fire Chief is out through May 5 for a family funeral.

### **Budget/Financial**

- Having only 2-1/2 days in the position I have not completed a full review of the FY 2019 Budget nor the budget for the manager's office.

### **Grants**

- I received briefing from the grants manager on the status of all City grants.
- The Grants Manager sought my assistance in issuing the RFB for lift station controls. We are waiting for review by Public Works.
- I have assigned the Grant Manager to serve as the liaison for the City's Long Range Transportation Plan (LRTP). There is an open house for the public, in chambers, from 5:00-7:30 p.m. on May 29, 2019. Council members are invited. Snacks will be served.

# PLANNING DEPARTMENT



## Monthly Manager's Report April 2019

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

The Planning Department has officially entered the development season. We have received 10 site plan permits for adding fill to properties, relocating houses on existing properties to abide by setback requirements, and the construction of single family dwellings.

We had a Planning Commission meeting on the 11<sup>th</sup> of April. Our action items included ONC's Ciullkulek Subdivision Development Agreement recommendation. Commissioners also approved land leases with GCI and BTP LLC.

If all goes well we will have AC Liquor Store's Conditional Use Permit (CUP) on the upcoming May agenda. We are also currently reviewing the Bethel Municipal Code on how to change and rewrite codes. We are also looking into commercial parking lots and the backing up onto the highway.

The 1<sup>st</sup> of April, administration purposed a new Planning budget that will be reviewed by City Council. The proposal is to defund the current administrative assistant position and change my position to assistant planner and a hire a new planner. I have attended three city council budget meetings but they have not gotten to the Planning budget yet.

KYUK's Reporter Anna Rose MacArthur stopped by the Planning Office for an interview with Pauline and I. We discussed the paper process about the removal of junk vehicles. We shared with her details of the process, and gave her a tour of the Public Works yard where the impounded vehicles get stored.

I also have been working with the subdivision developers. I am currently working with Tanqik and waiting to hear back from them so that we can get everything processed to go to the planning commission. Tanqik Subdivision Agreement is scheduled to be on the June's 2019 agenda.

In conclusion, we anticipate a busy summer, and look forward to what the season is going to bring.



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: April 29, 2019  
TO: Bill Howell, Acting City Manager  
FROM: Daron Solesbee, Acting Fire Chief  
SUBJECT: Management Report, April 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.
- The department is assisting in scheduling hearing testing for May 20-22, 2019.
- 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.
- The annual Cama'i Festival was a wonderful success this year. Our staff and volunteers performed safety inspections and alarm tests prior to the commencement. There were no significant EMS or fire incidents during the festival.

### **Community Planning/Preparedness**

- During April, the department ordered 19 address plaques for the community. The department has ordered 769 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 receive the proper training to neutralize and dispose of the materials.
- 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 04/02/19 at 7:00 p.m., an EMT Meeting was held at the fire station. Responders reviewed care and treatment for OB/GYN emergencies and practiced the procedure for emergency childbirth.
- On 04/11/19 at 7:00 p.m., a Fire Meeting was held at the fire station. Responders reviewed and conducted drills for vertical ventilation and ground ladders.
- On 04/16/19 at 7:00 p.m., an EMT Meeting was held at the fire station. Responders reviewed and practiced care and treatment procedures for pain management.
- On 04/25/19 at 7:00 p.m., the Fire Meeting was held at the fire station. Responders reviewed procedures and conducted drills for fire attacks.
- Five candidates are progressing through their Firefighter-1 training. Recent topics of instruction include Ventilation, Water Supply, Fire Attack and Foam, Hose Deployments, Fire Fighter Survival, Salvage and Overhaul, Fire Prevention and Public Education, and Fire Fighter Rehabilitation. 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 in June 2019. This course will deliver advanced training in the

Incident Command System, Foam Application, Coordinating a Fire Attack, and 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.
- Captain Solesbee attended the 34th Annual Alaska Association of Fire and Arson Investigators Training Conference in Ketchikan from April 20-27. This training is essential to the department to ensure the proper investigation of fire and arson related incidents.
- The department is coordinating the delivery of a State of Alaska EMT-2 Initial Course from May 26 – June 1, 2019.

### **Responses**

- Between 04/01/19 and 04/29/19 the Bethel Fire Department responded to 134 EMS and 20 Fire incidents.
- During this period, 53 EMS incidents (39.5%) were alcohol-related.
- On 03/05/19 at 6:27 p.m. firefighters responded to East Avenue for the report of a steam bath fire. Upon arrival, Firefighters observed a fully involved steam bath.
- On 04/02/19 at 9:21 p.m. medics responded to Rav'n Alaska for the report of a person who fractured their hip. The patient was assessed and transported to the hospital.
- On 04/02/19 at 11:08 p.m. firefighters responded to Joe Lomack Beach for the report of a bonfire. Firefighters informed the individuals that open burning on the ground is not allowed within City limits. The individuals were advised that they would be allowed to burn items without a burn permit inside a barrel that has a screen on top.
- On 04/04/19 at 10:30 p.m. firefighters responded to Joe Lomack Beach for the report of a fire with intoxicated people around it. On arrival, there was no one around the fire. Crew then put the fire out and returned to quarters.
- On 04/07/19 at 5:08 p.m. firefighters responded to Ptarmigan Road for the report of a grass fire. Firefighters arrived to find a grass fire that was no longer burning, deployed hose line, and checked the area to ensure there were no embers remaining. Firefighters cleared the scene and returned to quarters.

- On 04/12/19 at 6:00 p.m. firefighters responded to the Old Senior Center for the report of a grass fire. Firefighters deployed hose lines, extinguished the fire, and checked the area to ensure there were no embers remaining. Firefighters cleared the scene and returned to quarters.
- On 04/16/19 at 5:00 p.m. medics responded to the YKHC Prematernal Home for the report of a person in labor. Upon arrival, medics assessed the mother and performed emergency childbirth of a healthy baby. Medics transported both patients to the hospital.

### **Budget/Financial**

- The department is operating within budget.
- The proposed FY 2020 budget was submitted to the manager for review.

### **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.
- The Department applied for and passed the first round of approval the Phase 18 Code blue Grant for \$45,000 for the remount of Medic-5 to a new chassis. Funds 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. We are waiting for invoice to make final payment and close the grant.

### **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.
- 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&amp;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:** April 25, 2019

**To:** Pete Williams, City Manager

**From:** Bo Foley, IT Director

**Subject:** IT Director's Report



## **April 2019 Current Events**

- **New Finance Director:**

April saw the addition of a new Finance Director, Christine Blank, into the City of Bethel family. She has been added to the City network and has been orientating herself with the workings of the City machine this month.

- **Budget Review with Council:**

Another highlight of the month was getting the chance to discuss the IT department's budget with the City Council and answer any questions they had over the costs of items, justifications, or places we could possibly cut. As the budget process moves forward, more things may need to be fine-tuned before the IT budget is finalized for FY20.

- **Finalized Policies and Procedures:**

April saw, in collaboration with the legal department, the finalization of several policies and procedures that will be used to encompass all City employees as far as network usage and appropriate behavior. All employees will be made to sign these policies as read and acknowledged. The policies that were implemented were the following:

- Computer Use Policy
- Unique ID Policy
- Antivirus Policy
- Media Disposal Policy
- Password Policy

- **New Access Points for Public Works:**

Managed to procure the hardware needed in order to swap out the wireless access points at Public Works. The new access points will be the same model that are used throughout the rest of the city and will complete my endeavor for uniformity. The new models offer a lot more control and security than the currently used hardware and perform better overall as far as range and speed. I hope to have the access points set up and installed within the following month.

- **Video Upgrades for Chambers:**

Managed to obtain and set up some hardware that will allow the City Clerk to more easily present information to both Council and other audiences within Council chambers. We are hoping to replace the projector with large LED televisions that will be easier to see when the room remains lit. Additionally, the Clerk will be able to share on multiple screens at once.

## **Memorandum**

**Date:** April 25, 2019

**To:** Pete Williams, City Manager

**From:** Bo Foley, IT Director

**Subject:** IT Director's Report



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- **Caselle Update from 2018.11.204 to 2019.2.135:**

Pushed a major Caselle update out to all workstations using it. This took the version from 2018.11.204 to 2019.2.135

- **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**

- **Budget Finalization and Projects:**

Pending the finalization of the FY20 budget, I hope to start getting the ball rolling on whatever capital expenditure projects get approved by Council. In this I will obtain hard quotes for hardware and scopes of work and then, in the next few months, schedule purchases of hardware or services.

## **MEMORANDUM**

**DATE: 04.30.2019**  
**TO: Bill Howell, Acting City Manager**  
**FROM: Bill Arnold, Public Works Director**  
**SUBJECT: Manager's Report –**

### **Programs/Divisions**

#### **Public Works Director:**

##### **Hauled Utilities:**

The Hauled Utilities Dept has been doing great this month besides having trouble with the trucks on maintenance. We'd have four to five trucks both for water and sewer routes running but still get the job done. Thanks to all the drivers that are helping out to keep the services running in the hauled utility department.

A few of the trucks are running slower than they usually are pumping and requires more time to finish the routes. A big thank you to all the drivers who are helping others to finish their route sheets on time.

We are looking forward to all the new trucks for the department that will greatly help save time and hopefully getting more drivers to cover the route sheets to finish on time without overtime.

We are getting by with the drivers that are currently working but still need more drivers to finish the work without too much overtime for some of the drivers that are covering for the other drivers on leave or have called in sick.

The Hauled Utility Dept has a very old company truck that I use for this department. The company truck needs a lot of maintenance done and worn out pretty much. The driver side door can't properly close and the door has to be lifted to properly close but still doesn't close properly. Seem like the door was pryed open when the keys were locked in. There is an inch or a half inch gap on the top of the driver door when closed.

The front wheels seem to be misaligned even after the whole drive line was maintained and upgraded. The truck wobbles when doing tight turns like the wheels would come off.

We could use the fuel tank on the truck but the tank is pretty rusted and the fuel filter shows a lot of rust in the tank. The fuel pump seems to be rusted and worn. We tried to get maintenance done on the fuel tank but V&E doesn't want to maintain the fuel tank.

The cab is too small for the CWS workers when I have three CWS workers on board.

The truck uses a lot of fuel even after both tanks are topped off each fuel up. Sometimes the fuel pumps on the two tanks don't work and shots off the engine to start back up with the other fuel tank.

Some of the drivers need safety gear and the high visible safety clothing with the rain gear for the summer seasons. A lot of the drivers need new boots and some are wearing torn up gear or their own personal clothing to work. The work gear doesn't last three months with all the work the drivers do and get pretty torn up by the fourth or fifth month of use. Especially, the high visibility work jackets used by the drivers and we don't have enough funds for the clothing.

## **Utility Maintenance:**

- Lagoon discharge operations are shut-down until spring. Normal operation for winter is ongoing.
- 12 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 meeting.
- 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.
- FAA lift station is thawed out and operational.

## **Property Maintenance:**

- PW Building
  - Boiler #1 completely removed. Boiler #2 is sole operation of building heating system.
  - Hot water system has been removed from PW building as part of the boiler/mechanical space remodel. PW building will not have hot water until the boiler project is complete.
  - Fire sprinkling system in PW still NON operational.
  - Used oil filtration and water separation system needed complete rebuild. Drained down, removed filtering, cleaned and replaced. Addition of plumbing to aid in water separation.
  - Water trapped under building causing drive and parking to wash out. Cut drainage path, de-iced culverts and began pumping water out from low spots under the building.
  - Foundation piling inspection has revealed sinking and heave of support posts and beams.
  - No smoking sign installed on building in appropriate locations.
- City Hall
  - Manually selecting operation of boiler as the temperatures are fluctuating greatly from day to night.
  - Rear entrance stairs are rotting. Two different expanded metal stairs plates had to be repaired. Project to replace the stairs in entirety as a summer project.
  - Wheel chair ramp section at front entrance is showing signs of degradation and will need to be rebuilt or replaced. Project this for summer. Materials quotes requested.
  - No smoking sign installed on building in appropriate locations.
  - Installed TV mount for Lori.
  - Investigated soft section in floor reported by Tamara.

- Court House
  - No smoking sign installed on building in appropriate locations.
  - OCS is moved out of leased space exit walkthrough
  - **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 dry 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.
  - **Holding Cell Area Door:**
    - Door ordered from AHS, shipped and received. Prep work has begun to add the new wiring, relight vision, latching hardware and paint 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:**
    - Industrial Hygienist from Advanced Look Solutions in Anchorage completed an Environmental survey off all areas within the court system that was affected by the water leak. Sample have been sent to lab in Lower 48 for testing and results are expected to be returned in April.
    - A plan for remediation/remodel work will begin once results are returned and priority areas have been identified.
    - Reports returned. No hazards present in lab samples tested.
  - **Dirty sprinkler heads and escutcheon plates:**
    - All protruding sprinkler heads have been cleaned and inspected.
- Dog Pound
  - Replaced door latching hardware 3 times from vandalism.
  - Bethel Friends of Canines has transitioned and is using the building more often.
  - Area donated for BFK9 kennel relocation has been scraped clear of ice and debris.
  - Surveyed and staked off pad sight for sand pad prep.
  - BFK9 has been in close communication in the process of relocating their kennel to the property.
- Log Cabin
  - Boiler is consistently found tripped during building rounds. Building is temporary closed to resident use of the building due to a sewer line freeze and boiler reliability

issues. Boiler remains operational with daily rounds to ensure adequate warmth of the building. Water service has been isolated and lines drained to prevent freeze up.

- YKFC - Pool
  - Requests for assistance with the boiler are frequent. The department assists when able.
  - Meeting completed with Pool management staff to determine cause of repeated 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 – complete shutdown and cleaning performed. Function checks completed after and boiler placed back online.
  - Water line failed in the pool chemical dispersing system. Line repaired and system put back in normal operation.
  
- 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.
  
- Billy's Water plant
  - Boiler #1 shut down and Boiler #2 fired. To even out boiler usage.
  - Boiler #1 also had a failed fuel pressure gauge. Gauge was replaced Boiler #1 is back in normal operation as needed.
  - No smoking sign installed on building in appropriate locations.
  
- Sean's Water Plant
  - Boilers monitored daily as they are the main source of heat for the City sub water utility lines.
  - No smoking sign installed on building in appropriate locations.
  
- 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.
  - No smoking sign installed on building in appropriate locations.

## **Parks and Recreation:**

- Lions Club Park
  - Picked up trash from entire park location. Emptied ALL trash bins.

As spring is 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 7<sup>th</sup>)
    - Install of new playground equipment and play ground material

- All play parks
  - General maintenance and grounds upkeep
- Pinky's Park
  - Softball field refurbish/re-sod/re-seed
  - Dugout repairs, repaint
- Soccer Sports Field
  - Hydro Seed
  - Maintenance contract options for field to be discussed
  - Install bleachers
  - Paint concrete blocks High Vis
  - Install soccer goal posts
  - Place Portable restroom facilities
  - Install bike rack
  - Place information bulletin stand
- Airport Cemetery
  - Ordering additional fencing
  - Installing additional fencing
  - Hydro seeding expanded sections
- Boardwalks
  - Trial Lighting pole project
  - General maintenance and upkeep
  - Vegetation trim back
  - Way finding signage
  - Location marking signage project.

### **Road Maintenance:**

Streets and Roads, now that the city sand pit has been thawing out, we have been out at the pit pushing up sand with the D-8. This will be on-going for the next few weeks as it thaws to strip ground so that we can push up a landfill cover pile, road sand pile, and a road salt sand pile.

Streets and Roads has been hauling cover to the landfill from city sand pit for the last three weeks with one or two dump trucks. We will help as long as we have drivers or dump trucks, and not on other road projects.

Streets and Roads unloaded the four freezer vans of Calcium Chloride 52, 2500lb bags that was on the south side of the city shop. We will start laying this down on the roads when the rain stops and the roads starts drying out.

Streets and Roads is done with the steaming culverts this year, a total of 76, culverts, and in most years we would have to thaw over 150 culverts. The new steamer works great at 350 degrees and higher pressure. It is 2-3 times faster, uses less water and fuel than the old steamer.

### **Vehicles and Equipment:**

This month has been productive besides the fact that we have mechanics gone due to injury. We just had a temporary mechanic yesterday. This will help a lot. We did get a couple of the large projects done that were very time consuming. It is still a fight to try and keep up with other departments issues when 95% of our time is fighting to keep the water and sewer trucks on the road. It is going to be nice when the new sewer trucks arrive. On the other hand, the fact that we need to run these water trucks for another 14 months is quite scary. I know I have said it in the

past months but trying to find parts for these dinosaurs is ridiculous and sometimes impossible. It may come down to buying used parts just get us by, since nothing new is available. We have also done a lot of winter tire swapping and routine services. The V&E team has done a great job despite the lack of man power.

### **Transit System:**

The Bethel Transit System and the City's Finance Department has submitted the monthly Budget Summary Billings, to DOT, for the months of July through March. Currently the State has reimbursed the City \$138,214.12 from the Federal/State Transit System grant. Leaving \$118,206.88 in the grant. As soon as the Finance Department closes April, I will be working on the April Budget Summaries. I need to work with the Finance Department and bring the billing for V & E overhead and parts up to date. So far, we have only claimed it for the months of July, August and September.

The ridership for the month of April has picked up. For the month of April there was 2738 rides. Elders/Seniors (64years old+) 274 rides, who paid the regular fare, 54 rides for youth (3-14 years old), 233 for Disabled and 2400 rides for the general public. General public rides include: 6-10 rides per day for those going to and from work, 25-30 rides per day for those seniors that have monthly and yearly passes, and the remainder are those that go to and from the hospital, post office, stores, and back home. The ridership has increased with ONC purchasing of monthly passes for seniors and caregivers. The revenue for the month of April is \$5,200.00.

The Transit System is currently running one route, the Green Line runs Monday through Friday from 6:30am to 10:30am and 11:30am to 6:15pm and Saturday 9:30 -11:30 and 12:30 -2:30.

Bus 437 was purchased in 2008 and is down with a bad motor. The City Shop recommends not fixing it and if they do they'll have to replace the motor. A couple of years ago the City Shop replace the motor in Bus 436 and it cost between \$12,000 and \$15,000. It was down for over a year. Bus 436 was purchased in 2008 and has over 149,104.6 miles on it. Bus 438 was purchased in 2007 and has 123,865 miles. Our newer bus, Bus 439 purchased in 2014 and has over 145,000 miles. The State's guidelines for replacing cutaway buses was 5 years old and/or 100,000. The City Council and DOT has approved the purchase of a new bus, FY 2019 Grant, it is on order and should be on this summer barge.

### **Landfill / Recycle Center:**

Between landfill personnel and the road crew there has been a lot of cover material that was brought in this month, covering the big stuff (C&D) and keeping the dumpster stuff covered more frequently than normal. Currently, we have two working faces as prescribed by DEC. We have built up a couple of pads with some asphalt that the road crew broke up last summer. Our new road has been properly named Bill's Hill Top Drive as it was his idea and has been a blessing. Nobody stuck this year during breakup.

**Water Plant Operations:** For the month of April, we continue to make our DMR report for the sewer lagoon. Also our monthly water logs to ADEC for BHWTP and CSWTP. Also our monthly Monitoring Summary test in the field and water plant to OEH and ADEC. ARWA in

process doing our CCRs for BHWTP and CSWTP according to our 2019 Monitoring Summary. Glycol heat for sewer systems at CSWTP in summer mode. Daily safety meeting here at CSWTP.

### **Institutional Corridor Update:**

- 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 log:**

4/1/19

Graded Ptarmigan Road, Akakeek Street, and Ridgecrest Street.

Hauled gravel with the dump truck to Ptarmigan Road, and Akakeek Street.

The steamer was out steaming culverts on 4<sup>th</sup> Ave., 260 Alder Street, and Ptarmigan Road 8 hours.

4/2/19

Grader was out 9 hours grading roads throughout Bethel start with Ptarmigan Road and Akakeek Street and back to those roads at the end of the day.

Both steamers were out for 8.5 hours steaming culverts in Tundra Ridge, Ptarmigan Road, and Akakeek Street.

4/3/19

The grader was out for 7 hours grading throughout Bethel roads starting on Ptarmigan Road, and Akakeek Street.

Both steamers were out for 7 hours steaming culverts in Larson Sub, Delapp Street, Housing, and Ridgecrest Street.

We had a dump truck hauling cover to the landfill.

4/4/19

Grader was out for 6 hours grading throughout the Bethel roads starting with Ptarmigan Road and Akakeek Street.

The road maintenance crew was out for 4 hours helping the fire department clean up a fuel spill in trailer court with the 420D backhoe and 950 loader.

We dispersed some gravel on Ptarmigan Street to fill in potholes.

4/5/19

The grader was out 7 hours grading roads starting with Ptarmigan Road and Akakeek Road.

Hauled 4 loads of gravel to fill in pot holes at City Subdivision.

Helped building maintenance take down a wheel chair ramp at the old Kilbuck School and haul it to the piped water shop.

The road maintenance crew was out for 3 hours helping the fire department clean up a fuel spill in trailer court with the 420D backhoe and 950 loader.

4/5/19

Graded roads for 8 hours throughout Bethel roads.

Loosened up gravel on the gravel pile for 2 hours

Back blade gravel in the potholes with the 966F loader 5 hours.

4/6/19

Grade roads throughout Bethel for 4 hours.

4/7/19

Took the 966F out to the city sand pit and hauled 9 loads of road sand utilizing the dump truck to disperse sand onto Mission Lake Roads.

4/8/19

Both of the steamers were out steaming culverts in Blue Berry Sub., City Sub., Mission Lake Road, and the culverts at the city shop.

The grader was out grading Kasayuli Subdivision road, City sand pit road, and Standard Oil Road.

4/15/19

Took the loader out to the city sand pit to load dump trucks and hauled cover to the landfill.

Pushed sand out at the city sand pit with D-8 dozer 7 hours.

4/16/19

Took the loader out to the city sand pit to load dump trucks and hauled cover to the landfill with two dump trucks for 7 hours.

4/17/19

Took the loader out at the city sand pit to load dump trucks and hauled cover to the landfill utilizing two dump trucks for 7 hours.

Pushed at the city sand pit with the D-8 for 4 hours.

4/18/19

Drove the 950G loader out to the city sand pit to load dump trucks and hauled cover to the landfill utilizing two dump trucks for 7 hours.

Graded roads for 6 hours in City Subdivision, Ridgecrest Street, 4<sup>th</sup> Avenue, 6<sup>th</sup> Avenue.

Unloaded two freezer vans of calcium chloride, total 37, 2500lb bags

4/19/19

Took the 950G loader back out to the city sand pit to load dump trucks and hauled cover to the landfill utilizing two dump trucks for 7 hours.

Unloaded a freezer van of calcium chloride, total 15, 2500lb bags.

Graded Harrison road for 2 hours

4/22/19

Grease up the 950G loader.

Took the 950G loader to the city sand pit to load dump trucks and hauled cover to the landfill utilizing two dump trucks for 7 hours.

4/23/19

Grease up the 950G loader.

Took the 950G out to the city sand pit to load dump trucks and hauled cover to the landfill utilizing two dump trucks for 7 hours.

The sander truck was out 4 hours sanding roads for the school bus and for the public.

Pushed the pile of cover at the landfill with 966F

4/24/19

Greased up 950G loader and took it out to the City Sand Pit and hauled cover to the landfill utilizing two dump trucks for 7 hours.

Pushed up a pile of sand with the D-8 at the city sand pit 7 hours.

4/25/19

Took the 950G out to the city sand pit to load dump trucks and hauled cover to the landfill with the dump truck for 7 hours.

Pushed up a pile of sand with the D-8 at the city sand pit again for 6.5 hours.

4/26/19

Took the 950G out to the city sand pit to load dump trucks and hauled cover to the landfill for 7 hours.

Pushed up road sand and landfill cover at the city sand pit with D-8 for 7 hours.

4/29/19

Graded BIA Road, City Sand pit road, and H-Marker Lake road with grader

Watered down BIA road, Kasayuli Road with water truck.

Pushed at the city sand pit with D-8 for 7 hours

4/30/19

Pushed at the sand pit with the D-8 for 5 hours.

Hauled two cars to the landfill from 6<sup>th</sup> Ave.

The grader was out grading Ridgcrest Street, Akakeek Street, Kasayuli Sub. , and Ptarmigan Road

## MEMORANDUM

DATE: May 7, 2019

TO: Peter Williams, City Manager

FROM: John Sargent, Grant Manager

SUBJECT: Grant Manager's Report – May 14, 2019 Bethel City Council Meeting



### **STIP Project Nomination**

The City is working with DOWL to nominate the Akakeek, Ptarmigan, and Delapp Heavy Use Road Improvement Project to be included in the 2020-2023 Statewide Transportation Improvement Plan (STIP). A City Council resolution, Public Safety Commission Recommendation, and support letters will accompany the request. STIP applications are now due September 15, 2019.

### **Grant Projects**

#### Lift Station E-Panels and "New" Bethel Main

The City is out to bid on the Lift Station Controls and Improvements project. The prospective contractor will construct and install electric panels for five lift stations and be prepared to construct two more e-panels for two additional lift stations, if the State comes through with the City's additional funding request. The contractor will also rebuild the Bethel Main Lift Station near AC Quikstop.

#### Repeaters Purchased

The City prepared all appropriate documents to be able to purchase three public safety repeaters from a NASPO contracted vendor in the amount of \$56,600. Funding is from one of the City's Homeland Security grants. The three repeaters will replace the City's three public safety repeaters in use now that are no longer supported by the manufacturer. The new repeaters will allow for the next anticipated narrowband configuration requirement.

### **APEI Safety Grant Received**

The City of Bethel applied for and was awarded a \$3,000 safety grant from APEI, the City's insurance company. These grant funds will be used to purchase traffic barricades to help direct traffic and keep City road workers safe, public safety uses, and for events like the Fourth of July celebration.

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

**Preparing**

<b>Sponsor</b>	<b>Name</b>	<b>Products/Services</b>	<b>City Depts. (Partners)</b>	<b>Date</b>	<b>\$ Grant \$ City Match</b>
AK Dept. of Health and Social Services	CSP Program Grant	Operating costs associated with CSP Program	Police	5/23/19	\$323,081 \$32,308 in-kind
AK Dept. of Transportation & Public Facilities	STIP – Statewide Transportation Improvement Program	Transportation improvements in Bethel (e.g., roads/trails)	Public Works	5/15/19	\$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

<b>Sponsor</b>	<b>Name</b>	<b>Products/Services</b>	<b>City Depts.</b>	<b>Date</b>	<b>\$ Grant \$ Match</b>
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

<b>Approved in Fiscal Year 2019</b>				Most recent first	
<b>Sponsor</b>	<b>Name</b>	<b>Products/Services</b>	<b>City Depts.</b>	<b>Date</b>	<b>\$ Grant</b>
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
<b>Not Approved in Fiscal Year 2019</b>				Most recent first	
<b>Sponsor</b>	<b>Name</b>	<b>Products/Services</b>	<b>City Depts.</b>	<b>Date</b>	<b>\$ Grant</b>



# CITY OF BETHEL

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

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

DATE: 30 April 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	5	4	0	5	0
Bldg Maint Wkr	1	0	0	1	0
Util Maint Wkr	1	0	0	1	0
Police Officer III	1	2	1	1	0
Fire Fighter	1	0	0	1	0
<b>TOTALS</b>	<b>10</b>	<b>6</b>	<b>1</b>	<b>10</b>	<b>0</b>

## Applications and Hiring:

**Currently developing recruiting strategy and coordination with the City Clerk to announce the vacant City Manager position.**

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

*From those 6 Applicants:*

4 applicants were not selected due to failure to meet licensing requirements, pending current criminal charges, or performed poorly during the interview process.

1 applicant was hired as a police officer with a start date of 13 May 2019.

We currently have 6 job positions with a total of 10 openings, with 0 applications under review as follows:

City Manager: Coordinating outreach recruiting.

Driver Hauled Utility (5 positions): Currently announced.

Utility Maint Wkr: Announced.

Building Maint Wkr: Announced

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

1 firefighter position: Announced

**BEACON Programs:**

3 Random Beacon test were conducted during the month of April.

2 Post Accident Beacon Test were conducted.

**Reports of Injury:**

There were two reports of injury

**Administrative Actions:**

Currently closing out all overdue employee 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 April.

<https://akpei.com/fmla-resources-for-employers/>

**Training, Conferences and Seminars:**

No one currently scheduled

James P. Harris  
Human Resources Manager

# 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: April 2019 Managers Report

- **Small Boat Harbor**
  - 2019 SBH permits came in.
  - Cleaning around the harbor using Loader and the Dump truck.
  - Repairing floats.
- **City Dock/Beach 1**
  - Customers are in and out of the Dock.
  - Crowley, Faulkner, and Vitus working on the tugs and barges.
  - Using a trash pump to drain ditches around the City Dock.
  - Hauling gravel to the Dock (5 loads)
  - Cleaning up the Dock and repairing the warehouse.
- **Port Office**
  - Property Maintenance checking on building daily.
  - Ordered office furniture.
  - TC Construction sent out a subcontractor to check on the air conditioner.
  - Setting up cameras.
- **Admin**
  - Monthly Storage billing for customers.
  - Had a Port Commission on April 15<sup>th</sup> 2019 (no quorum).
  - Worked on FY 20 Budget.
  - Hired a temp City Dock Attendant with a class A CDL.
- **Seawall**
  - Consistent clean up.
  - Attached orange fencing along cable fencing across 1<sup>st</sup> National.
  - Tightened cable fence/welded new posts and strung cable fencing at the East Addition, 1<sup>st</sup> National and Lower Access.
  - 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.
  - Helping Public Works haul dirt up to the Landfill.
  - Working on the Water truck and the Grader.

**TO: Bill Howell**  
**FROM: Christine Blake, Finance Director**  
**SUBJECT: April 2019 Managers Report**

My first month with the City of Bethel has been busy with meeting people and getting a sense of what the Finance Department needs to accomplish in the short and long term. I've developed a fluid list of goals which seems to change and grow daily.

Highest priority items I spent time on:

1. Status of the FY18 Audit- Facilitated the completion of the list of pending items requested by the auditors. The items are needed in order to issue our FY18 Audit Report. Most items needed have now been sent to the auditors. Financial statements are being compiled by the contractor and should be sent to the auditors in the next few weeks.
2. FY20 Budget was already drafted when I arrived. I've been working in the budget documents to become familiar with the numbers and to make revisions requested by Council.
3. Facilitated the update of the majority of our general ledger accounts through March, 2019.
4. Getting to know Finance staff, what they do, and what they need to succeed.



**April, 2019 Monthly Report**

**Personnel:**

Two conditional job offers were made to prospective patrol officer applicants. Unfortunately one applicant was not successful in the process. The other applicant was successful and starts on May 13<sup>th</sup>. One patrol sergeant announced his resignation effective 5/19/2019. An internal candidate has also signed a condition job offer and is continuing through the background process. If successful, he will be required to attend the Academy in Sitka starting in August. The investigator assigned to the AST WAANT unit is reportedly doing well. He is currently attending a narcotics investigator course for 2 weeks.

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

**Operations:**

There were approximately 1,602 calls for service the month of April, a rise of approximately 230 cases from March and down approximately 150 cases from the same period in 2018. The number of calls requiring investigative reports was at 88, down one from March but up 8 from 2018. There were 520 intoxicated pedestrian calls compared to 590 for the same period last year. The number of domestic violence investigations was 37 this month compared to 23 for the same period in 2018 and 26 in March. There were 9 DUI arrests compared to 3 for the same period last year and 1 arrest in March. There was one death investigation in April, compared to 4 for the same period last year.

BPD investigated an assault at The Long House Hotel that resulted in the victim being sent to Anchorage for treatment of his injuries. That case was forwarded to the District Attorney's Office for review. BPD also

investigated a death at the Sobering Center. No foul play is suspected in that case.

Chief Waldron was confirmed by the Alaska Legislature for his appointment to the Alaska Police Standards Council.

**Animal Control:**

There were 37 animal control calls for service for the month with no reported with one reported dog bite.