

Chalkyitsik Activity Report

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General Information:

Things seem to be going on a fairly even keel during this quarter. During an on-site visit assistance was provided by Fairbanks RUBA/LGS Irene Catalone and Eileen Kozevnikoff by completion of the Utility Assessment Update; drafting the FY01 Washeteria budget; provided sample ordinances for Utility Operations; Landfill and Consumer Confidence Report; and referred staff to Tanana Chiefs Conference Office of Environmental Health to establish a Preventative Maintenance Manual for the Washeteria and referred to Department of Environmental Conservation for assistance in completing the Consumer confidence Report. Also travelling with staff was consultant Sandy Wilson who provided computer assistance with trouble shooting problem areas staff was having.

Observations and Recommendations:

Finances — Finances remain with positive balances.

Accounting Systems — Personnel appear to be working well with the Quick Book Program.

Tax Problems — None known - all past bills have been paid.

Personnel System — Appears to be working well.

Organizational Management — The Tribal Administrator is responsible for the day-to-day management of the organization. Staff appears to be working well with the council.

Leadership/Governance — Good

Operation of Utility — Utility finances have been separated from the General Fund. Council still needs to get a better picture of the enterprises actual profit/loss. The facility itself appears to be in excellent shape and well kept.

Ranking 1 = Inadequate
 4 = Adequate to meet minimum requirements
 7 = Exceeds requirements

Category	1	4	7
Finances		X	
Accounting Systems		X	
Tax Problems		X	
Personnel System		X	
Organizational Management			X
Leadership/Governance		X	
Operation of Utility		X	

