

## **Chefornak Activity Report**

### **General Information:**

The RUBA Program has had very little contact with this community since they have been working with a consultant on management issues. The community has had turnover in the Tribal Administrator position. It is unclear if the utility has made any significant progress.

### **Observations and Recommendations:**

Finances — The Utility Board's financial plan appears in good shape with the proposed and delivered subsidies from the city and tribe. Unfortunately, the city did not pay their insurance premiums in 1998 and had their State Revenue Sharing attached. The city's financial problems is one of the reasons why an independent Utility Board was established.

Accounting Systems — The Utility Board has established a budget for the existing services and a budget for the new services is being put together. Manual accounting system is set up and operating. This system is adequate for the time being. A chart of accounts has been established. An Excel spreadsheet has been set up for the utility bookkeeper to do payroll calculation.

Tax Problems — There are no current tax issues with the Utility Board. The city's tax problems should not affect the Utility Board.

Personnel System — The Utility Board was in the process of developing personnel policies.

Organizational Management — The Utility Board has begun the process of developing their procedures and organizational structure.

Leadership/Governance — The tribal and city governments have initiated the process of pulling together to accomplish the creating of a viable Utility Board. There is still a ways to go. The Tribal Administrator has left for another job and this may seriously impact the utility's future.

Operation of Utility — The honey bucket haul system is operating. The system is operating in the black thanks to operational subsidies. The Flush Tank and Haul system to be constructed will need rate analysis, contracts with customers for services, budgets, financial plan, job description and personnel policies, general training and more.

(Continued on next page.)

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

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