

Deering Activity Report

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General Information:

The Council is meeting regularly again but they received another Council resignation. The Council member is moving to Kotzebue to work. This happened just when they have had seven members for the last two months of the quarter.

I was able to travel on-site to meet with the City and IRA jointly to discuss their water/sewer needs. The IRA President was out of town on business, two Council members are also IRA members, but only two others from the IRA were present along with five City Council members. Since only two IRA members were present, the City Council directed staff to provide a written report on the water/sewer needs which we completed the next day. We hope this will convince the IRA Council to support the cities request to apply for Indian Community Development Block Grant (ICDBG) funds. The IRA was planning to apply for a combined facility utilizing another grant for match. Consequently, I did not work too hard on the ICDBG grant application but gathered studies and plans to be prepared to assist. We also completed their FY01 budget, insurance questionnaire and a letter of support to Maniilaq Association Board of Directors urging them to provide Deering with the regional points needed for the Alaska Native Tribal Health Consortium (ANTHC) funding for water/sewer.

During this quarter I provided assistance via fax and phone on capital matching grant problems which were resolved. Coordinated with the ANTHC Engineer on budget for the Indian Community Development Block Grant (ICDBG) match, met with utility manager on current Community Development Block Grant (CDBG) and resolved QuickBooks Pro problems.

Observations and Recommendations:

Finances — The City will be running on a tight budget but have included spare parts etc after meeting with the water plant operator on the budget. They did not receive enough funding to complete the water/sewer project.

Accounting Systems — They seem to be using quick books pro very well. We have included training for the new administrator once hired.

Tax Problems — None

Personnel System — The Council still needs to revise their personnel policies and job descriptions. The Council will make sure this next trip that this gets done.

Organizational Management — The water/sewer project is still not done and probably will not be until next year. The Council needs to redo the organizational chart for the transfer of duties to the utility board.

Leadership/Governance — The Council has had two resignations this year on the Council. One being the Vice-Mayor. They would like training on roles and responsibilities, Roberts Rules of Order and the Open Meetings Act which I will provide this next trip.

Operation of Utility — The operators continue to receive training. We still have not found enough funds to complete the project.

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	