

Kotlik Activity Report

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Observations and Recommendations:

Finances — To date, the City has not sent water & sewer utility bills to customers. The effort was suppose to start in January 2001, but was stalled due to lack of understanding and/or miscommunication between the City Council and the Alaska Native Tribal Health Consortium (ANTHC) Engineer. The City is suppose to charge \$80 a month for water & sewer service. RUBA staff is not too worried about the utility clerks’ abilities to submit monthly water & sewer utility bills and collecting the amounts due. Again, the big plus is the clerks have experience with billing and collecting utility bills as they have had an electric enterprise for a number of years.

Accounting Systems — There was going to be one more training session with Pati Crofut on QuickBooks Pro for Kotlik Joint Utilities (KJU), but that fell through. ANTHC engineer did not approve it. The utility clerk had said that she still needed clarifications on some parts of the software program and wanted training.

Tax Problems — The City did not have problems with taxes this quarter.

Personnel System — No personnel system issues during this quarter.

Organizational Management — A utility management workshop will be held in the area during the next quarter. The plan is to send at least one from KJU to attend the workshop.

Leadership/Governance — No leadership/governance issues during this quarter.

Operation of Utility —Nothing to report.

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	

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Anticipated Activity

A trip is tentatively scheduled after spring floods to work with the utility clerks to fine-tune the w/s utility billing system.