

Marshall Activity Report

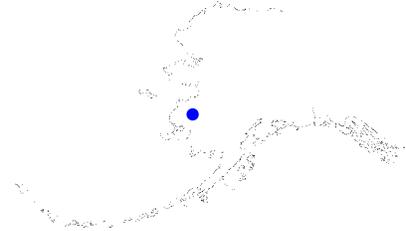
Community Overview

Lead RUBA Staff: Jimmy Smith, Anchorage Office

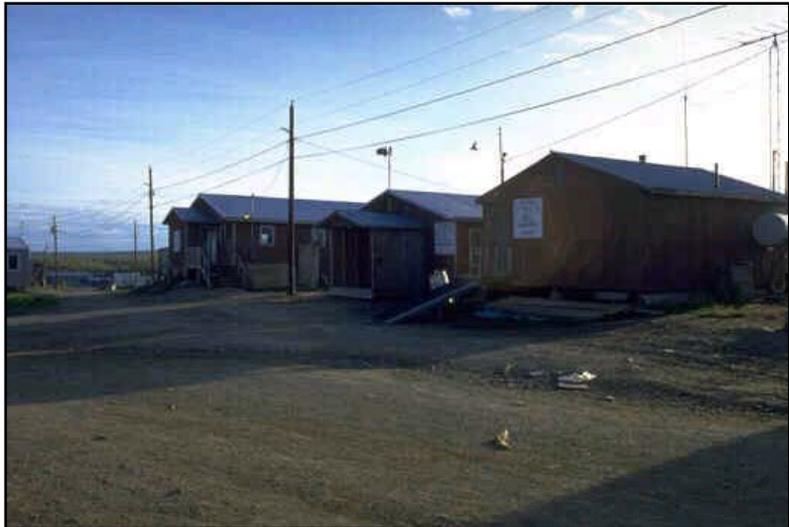
2001 Population: 349

Region: Yukon Delta

Local Governments: Second Class City



Water is derived from five wells. Two wells were completed in 1991. Approximately 70% of the City (60 homes) are served by a piped circulating water and sewer system and have full plumbing. The remainder haul water and use honeybuckets. Funds have been requested to expand to the remaining unserved 19 homes and the fish processing plant, and to replace the older portion of the system installed in the late 1970s. A new landfill and access road were completed in 1997, and the City has begun a refuse collection service.



City Hall and Post Office
(1994)

General Information

The City of Marshall became a RUBA community after signing a RUBA Assistance Agreement on January 25, 2002.

Observations and Recommendations

Finances — The Council and staff follow the approved budget. They use this as a guide for major items that need to be purchased. Also the Council gets a monthly report of the City's finances.

Accounting Systems — The staff uses the manual accounting system. They have use of a Quicken program but staff needs to be trained using the software.

Tax Problems — The Bookkeeper files the required reports on a timely basis to the appropriate agencies.

Personnel System — The City currently has a personnel policy in place, but this needs to be reviewed.

Organizational Management — The staff understand their roles, but most of the responsibilities fall under the Mayor. An organizational chart needs to be put into place for the staff and Council members to understand and use.

Operation of Utility — The staff bills the customers on a regular monthly basis's. They have trained operators in place for the Utility.

Category	Inadequate	Meets Minimum Requirements	Exceeds Minimum Requirements
Finances		X	
Accounting Systems		X	
Payroll Taxes		X	
Personnel System	X		
Organizational Management	X		
Operation of Utility		X	

Anticipated Activity

Based on the assessment the City staff needs more training in the use of the computers and the programs. The Water Sewer Ordinance needs to be reviewed, including the Personal Policy.