

Nunapitchuk Activity Report

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General Information:

Village Safe Water, through its Principle Engineer, is providing the necessary assistance in setting up and training for the sanitation services. The City has requested the RUBA Program to conduct a Water Treatment Plant rate study to determine how much a gallon of water would cost. This is still in process and is anticipated to continue to the next quarter.

In April, the City Administrator was trained on the internet and using the e-mail system.

In June, the City Clerk, Eli Wassilie, submitted his resignation to become the Tribal Administrator for the IRA Tribal Council. The City Council has yet to determine whether they should fill the position and/or appoint the assistant clerk.

Observations and Recommendations:

Finances — The finances are stable in this quarter.

Accounting Systems — Is manually kept, but some parts of the bookkeeping system is handled through Excel program. The city is looking to reviewing the QuickBooks Pro program with an intent to computerizing their accounting system. The City purchased QuickBooks Pro and should be installed next quarter.

Tax Problems — They are current with their tax liabilities.

Personnel System — The Personnel Policies will be reviewed at later date after the priorities are completed. The City Administrator stated that they would need a Utility Manager in the future to handle the utility services. This would alleviate supervision problem they had in the past.

Organizational Management — The City Council is coordinating and communicating well with the outside assistance they are getting for the improvements to their utility services.

Leadership/Governance — The City council is actively involved in all aspects of the planning process in the management of its governing body.

Operation of Utility — The City understands that they will need a utility manager to operate the utility services for the community. A rate study will be initiated for the flush haul system, water treatment plant, and for the washeteria.

(Continued on next page.)

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	