

Nunapitchuk Activity Report

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General Information:

VSW is still providing the necessary assistance for utility services. The City Council requested from the RUBA Program to conduct a Rate Analysis for the water treatment plant and the flush tank haul system. Information was requested from the City to implement the Rate study, but still has not been sent in. The proposed rate study would likely carry into the next quarter based on the status of the requested information. The City Council still has not hired a City Administrator that was vacated last quarter. The previous administrator for the city, who now serves as administrator for the tribal government, is acting city administrator. The arrangement may continue if the tribe and city sign an agreement to share administrators. It was appointed as a interim solution to the situation. The City Clerk will be trained on the installation and implementation of the Quickbooks Pro financial software.

In September, Ken Berlin and Jim Sanders met with the City Council to review and explain the Memorandum of Agreement between the City and the IRA Council on the contracting of City services. IRA Council did not get a quorum.

Observations and Recommendations:

Finances — The City finances are still stable this quarter.

Accounting System — The accounting systems is mainly handled through excel spreadsheets formulated to the specific programs. They still have plans to computerizing their accounting system to QuickBooks Pro.

Tax Problems — The city and tribe are current with their tax liabilities.

Personnel System — The City still needs to make arrangements with to share the tribal administrator or hire a utility manager who would handle all the utility requirements. The current tribal administrator is still the Acting City Administrator.

Organizational Management — The City Council is very cooperative and supportive to receiving outside assistance per their utility services.

Leadership/Governance — The City Council is still actively involved in the water sewer project for the community.

Operation of Utility — The water treatment plant flush haul rate study project is still waiting for some requested information from the City. Aside from this, they still understand that they do need a utility manager. The user fees for the washeteria cover the operation and maintenance costs for the system, but the flush tank haul system is probably not covering

its expenses with the minimal user fee charge. A financial statement will be requested to illustrate the revenues and expenditures for the system. A rate analysis for the flush tank haul will be implemented this quarter.

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