

Port Alexander Activity Report

Community Overview

Lead RUBA Staff: Gina Shirey, Juneau Office

2001 Population: 81

Region: Southeast

Local Governments: Second Class City



The City of Port Alexander operates a piped water system. The City Council is the policy making body for the utility.

Water is derived from Dirty Dick Dam and is treated, stored in a tank and piped to 51 households. A new water filtration system is needed. One home uses a rain catchment system. Homes use individual septic tanks, haul honeybuckets, or use outhouses for sewage disposal. There is no central electrical generation or refuse disposal service. Aluminum is shipped to Sitka for recycling. Funds have been requested to electrify the community. A number of homes in Port Alexander are used only seasonally.

The City is concerned that they came up short on money complete their water plant upgrade. They were unable to complete the new contact chamber and chlorination system. The old chlorination system is out of compliance with EPA.



General Information

The City didn't request or require any further assistance from the Juneau Office to convert to QuickBooks Pro 99. However, the City did receive a letter on December 10th from Intuit advising them that Intuit will be discontinuing live technical support and most services for QuickBooks 99. The City has until December 31, 2002 to upgrade to a later version to continue to receive payroll tax updates and live support. The good news is that with

QuickBooks 2002, they can choose to have tax table updates by disk in addition to online, which is important to them since they don't have a reliable Internet connection.

The City hasn't decided yet whether or not to charge for water service so the Juneau Office hasn't assisted with setting up a billing system or procedures.

Observations and Recommendations

Finances — They appear to be in good shape. A realistic budget is adopted and monthly financial and manager's reports are prepared.

Accounting Systems — The City received a notice from Intuit that they need to switch to QuickBooks 2002 in order to keep receiving support and tax updates from them.

Tax Problems — There appears to be no tax problems.

Personnel System — There appears to be no personnel problems. The City has a personnel policy, and all positions have a job description.

Organizational Management — There appears to be no organizational management problems. The policy making body meets as required and is active in making utility policy.

Operation of Utility — There appears to be no problem with the operation of 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

The Juneau Office anticipates working with the City on an as-needed basis when the City requests assistance. The City hasn't indicated they would like to work on any specific tasks in the upcoming quarter.