

Shungnak Activity Report

Margaret Hansen, LGS/RUBA, Kotzebue Regional Office

General Information:

Kotzebue LGS provided on-site training and assistance in applying for the Indian Community Development Block Grant (ICDBG) coordinating with the IRA. The grant was submitted for \$500,000 for the remaining amount needed for Phase I of the water/sewer renovations badly needed to cut back operation and maintenance costs.

We also transferred the land necessary for the new clinic and negotiated a very good equipment rental agreement with Maniilaq. Margaret plans to travel back to Shungnak in July to work with the IRA Administrator on a local health initiatives grant to purchase the land from the city. This revenue will be used to help pay old IRS debt.

During the quarter Margaret also provided assistance via fax and telephone on the FY01 budget and land disposal ordinance including getting the deed recorded so that the project can begin this summer.

Observations and Recommendations:

Finances — The Bookkeeper is doing very well keeping with in her budget and monthly reporting.

Accounting Systems — All journals are keep current and balanced. She is using her computerized monthly financial report in comparison to her budget for the council.

Tax Problems — Although she is keeping up with her current tax liability, past debt is still outstanding.

Personnel System — They need to revise their personnel policies which will be done this Fall after subsistence hunting.

Organizational Management — This seems to working well but Margaret Hansen will review their organizational chart and compare with their personnel policies.

Leadership/Governance — They received the Mayor's resignation and have a new Mayor on board. We will provide training on roles and responsibilities, open meetings act and evaluations this Fall.

Operation of Utility — The city has increased their water sewer rate by \$25 per month. Because of operation and maintenance costs of the old system, the city still has over spent in that department. The alternate water plant operator is receiving training to become certified.

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	