

Tuluksak Activity Report

General Information:

In October, the IRA Tribal Council still had not hired a Tribal Administrator. Johnny Evan, RUBA staff in the Bethel office, along with Debra Addie (VSW) are still in the planning phases for the interim water & sewer project. The requirement was to have the IRA Tribal Council hire a Tribal Administrator before the next planning session.

In November, the Tribal Council reinstated Sammy Peter as the Tribal Administrator due to no applicants for the position. VSW, RUBA and the Tribal Council met to discuss the criteria for the development of the interim and the future water & sewer project for the community. Johnny Evan recommended to the Tribal Council that VSW allocate \$20,000 from the project funds for planning purposes, this was approved. The Tribal Council temporarily hired Joe Sallafie (Water Operator) as the Utility Planning Coordinator during the planning phases of the project. The RUBA Program will be responsible for training the coordinator in the planning process. The plan is to train Joe Sallafie to be the Utility Manager for the future water & sewer services for the community.

In December, the Bookkeeper was laid-off for two weeks by the Tribal Council due to travel related incidents. The Utility Planning Coordinator was instructed to conduct a water & sewer community-wide survey to find out what kind of system the community wants for their sanitation needs. The community lay-out of the interim container haul system, along with the financial projection, and the business plan, were completed for review. These will be submitted to VSW upon completion.

Observations and Recommendations:

Finances — According to the financial statement for the month of November 1999, the Washeteria is generating a surplus to pay for its electric bill and its employee's. Despite this surplus, checks were bouncing due to funds being used elsewhere. Johnny Evan, RUBA staff, recommended to the Tribal Council that the washeteria needs a separate financial set-up for future operations.

Accounting Systems — The Tribal organization is still using a manual system to keep track of their finances.

Tax Problems — Aside from the past tax liabilities, they are current with their taxes. The tax liabilities for FY94-96 were completed, but still have to be sent into IRS for their review.

(Continued on next page.)

Personnel System — New employee Policies & Procedures were drafted for the organization based on their situation. Johnny Evan recommended the order they need to be.

Organizational Management — Johnny Evan, RUBA staff, with the Tribal Council are in the process of separating the Utility services as a separate entity under the governing body. This will become a reality during the interim phases of the water & sewer project.

Leadership/Governance — The Tribal Council is beginning to identify that the utility service needs to be separate from the governing body. Johnny has recommended that the Planning Commission be appointed the Utility Board for the water & sewer services during the initial phases of the interim project.

Operation of Utility — With the new water operator, the water treatment plant and the washeteria are fully functional. The school still has a standing contract to operate the facilities operation & maintenance requirements, receiving free water in return. On the average, the school consumes 1,100 gallons on daily basis, and the community at 950 gallons. The washeteria still does not charge water rates to the community. Based on the water consumption, and the rates for the services, the washeteria has the capability of generating revenues, pay its operational expenses, and to create a reserve account. The Tribal Council knows this assumption, but is reluctant in implementing the idea.

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