

# Tuntutuliak Activity Report

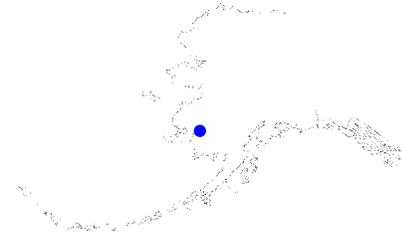
## Community Overview

Lead RUBA Staff: Johnny Evan, Bethel Office

2001 Population: 370

Region: Lower Kuskokwim

Local Governments: Traditional Council



Tuntutuliak Community Services Association (Utility Organization) operates the washeteria, flush haul system, landfill/lagoon site, garbage collection service, and the central watering point.

A flush/haul system was completed for 31 homes in 1997, including bathroom plumbing. Construction continues for the remaining 30 homes, who currently use honeybuckets. The Tuntutuliak Community Service Association (TCSA), a non-profit arm of the Village Council, operates the utilities. A new landfill, sewage lagoon, and a 4-mile sanitation boardwalk were recently completed. The school has its own well and sewage lagoon; design of a new water treatment system and lagoon is underway.

## General Information

The Bulk Fuel Tank Farm along with the new electrical generators, are completed and are currently being used to store and retail fuel to the community residents on a daily basis. The Bookkeeper and the Utility Clerk both attended the Basic Financial Management Workshop in August 2001 in Bethel, and the QuickBooks Pro Financial Software training session in August 2001 in Fairbanks. The utility organization is working with Precision Power of Anchorage in computerizing their accounting system.

## Observations and Recommendations

**Finances** — The finances are stable through user fees. They have a reserve account for any unexpected emergency.

**Accounting Systems** — The accounting is managed manually and information is still being inserted as data on an Excel spreadsheet. The organization fell slightly behind in producing monthly financial reports. The organization is working with Precision Power in computerizing their accounting system to QuickBooks Pro.

**Tax Problems** — The organization fell slightly behind in their tax liabilities, but hired an outside accountant to complete the required tax forms. They will be able to pay for past tax liabilities, if any, with no problem.

Personnel System — The Clerk and the Bookkeeper were sent to a Bookkeeping Workshop at the end of the quarter. The two staff also attended QuickBooks Pro training on September 2001. TCSA is still planning to computerize their accounting functions through QuickBooks Pro. Precision Power will provide the technical assistance in computing the Power Cost Equalization (PCE) rate for the customers.

Organizational Management — The utility board is active on all aspects planning for the utility. The board now recognizes that they need to send their staff to additional training in reference to utilities.

Operation of Utility — The sanitation services are well organized and are meeting the sanitation requirements of the community. The organization has a preventative maintenance schedule and is sending the required water samples on time to the regional health organization.

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

Monitor Precision Power install QuickBooks Pro.