

# Tuntutuliak Activity Report

Johnny Evan, LGS/RUBA, Bethel Regional Office  
Ken Berlin, LGS, Bethel Regional Office

## General Information:

In January, a Utility Management Assessment was completed to determine the utility priorities. A RUBA Work Plan was formulated and developed with the rate study being on top of the priority list.

In February, the Flush Haul System rate analysis was completed and approved by the utility board. Johnny Evan, RUBA staff in the Bethel office, presented a community education meeting on what they were paying for in reference to the rate study. The rate study was approved by the residential customers for implementation in March 2000.

## Observations and Recommendations:

Finances — Are stable in supporting the utility services.

Accounting Systems — Is partially computerized through QuickBooks Pro. They would like to be fully computerized in the future. The utility manager was instructed to develop a budget using the rate analysis figures and the last year's financial statements.

Tax Problems — They are current with their tax liabilities.

Personnel System — Tuntutuliak Community Service Association (TCSA) still has yet to develop an organizational chart and post the job descriptions for its staff. Formats are available, it is just a simple matter for the utility manager to accomplish.

Organizational Management — The organization approved the rate analysis for implementation in March 2000.

Leadership/Governance — The utility board has yet to review and adopt the utility ordinances for future use.

Operation of Utility — Rates have been adopted, and the budget initiated, but the utility plans and the preventive maintenance plans have yet to be developed. The staff was instructed to work with the Principle engineer creating the required plans.

**Ranking**

1 = Inadequate

4 = Adequate to meet minimum requirements

7 = Exceeds requirements

<b>Category</b>	<b>1</b>	<b>4</b>	<b>7</b>
Finances		<b>X</b>	
Accounting Systems			<b>X</b>
Tax Problems			<b>X</b>
Personnel System		<b>X</b>	
Organizational Management		<b>X</b>	
Leadership/Governance		<b>X</b>	
Operation of Utility		<b>X</b>	