

## Tuntutuliak Activity Report

### General Information:

There has been no contact or activity with Tuntutuliak during this reporting period. The tasks identified in the previous quarter remain to be done by the RUBA's. The primary tasks include working with Tuntutuliak Community Service Association (TCSA) to implement refinements to their accounting system, drafting or a revised management agreement between TCSA and the Tribal Council, and updating of the draft rate study.

### Observations and Recommendations:

Finances — The Electric Utility is subsidizing the operations of the Sanitation Utility. This is acceptable in the short term, but the village realizes that this cannot continue. While the financial picture seems good, the financial report could use revising to be easier to understand. Tuntutuliak Community Service Association (TCSA) has requested assistance to do this.

Accounting Systems — Adequate records are being kept, but budget units need to be modified to track for specific details. The receipts system could be streamlined to allow better reporting. TCSA has asked for assistance in updating its systems.

Tax Problems — TCSA appears to have no major tax problems. Staff has kept good records of their payroll taxes to IRS and DOL.

Personnel System — A draft P&P manual was provided to TCSA. The Administrator looked at it and said it was more than he needs. Because of the relationship between TCSA and the Tribal Council, they are looking for P&P's that will only address internal TCSA issues.

Organizational Management — It appears that the TCSA Board and staff understand the organizational structure. There is some confusion on the relationship between TCSA and the IRA Council. This information/communication relationship needs to be formalized in a written agreement.

Leadership/Governance — The TCSA Board members are active in keeping their Electric Utility in the black. The Board is active in the operations of the TCSA office and want to operate their haul units, washeteria, and solid waste.

Operation of Utility — TCSA is willing to make work to identify areas where operations could be improved, and make the changes once these areas are identified.

(Continued on next page.)

**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>