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| **Operator Certification** | Utility has more than one operator certified to the level of the water system        | 10             |       | System Classification: Water Treatment 2  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification | Harry Jackson needs 3.0 CEUs by 12/31/19 to renew his WT1 certificate and needs to take and pass the WT2 exam. Andres Salazar needs to take and pass the WT1 exam. Please see enclosed flier with more information about certification. | ADEC Operator Certification Program 465-1139 |
|                          | Primary operator is certified to the level of the water system and the backup operator holds some level of certification in water treatment or distribution | 7              | 3     |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification | The operator is performing important maintenance on a regular basis and keeping records. Each month, the operator is submitting maintenance records to the assigned RMW. | Steve Evavold ADEC RMW 269-7609 |
|                          | Utility has one or more operators certified at some level in water treatment or distribution | 5              | 3     |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification | The utility had 10 Drinking Water Monitoring and Reporting violations in 2017. The Drinking Water Program provides you with an Annual Monitoring Summary with all of the required samples for your water system. All samples and reports must be collected and submitted in a timely manner. | Jamie Bjorkman ADEC Drinking Water Program 262-3423 |
|                          | Utility has no certified operators                                                     | 3              | 0     |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification |  |  |
| **Preventive Maintenance Plan** | Utility has a written PM plan; PM is performed on schedule, records of completion are submitted on a quarterly basis and have been verified | 25             | 25    |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification | Full points have been awarded in this category. Continue to perform maintenance according to the PM plan and send monthly records to the assigned RMW. |  |
|                          | Utility has a written PM plan; performance of PM and record keeping are not consistent | 15             |       |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification |  |  |
|                          | Utility has no PM plan or performs no PM                                               | 0              |       |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification |  |  |
| **Compliance**            | Utility had no Monitoring and Reporting violations during the past year                | 10             |       | The utility had 10 Drinking Water Monitoring and Reporting violations in 2017. The Drinking Water Program provides you with an Annual Monitoring Summary with all of the required samples for your water system. All samples and reports must be collected and submitted in a timely manner. | The utility had 10 Drinking Water Monitoring and Reporting violations in 2017. The Drinking Water Program provides you with an Annual Monitoring Summary with all of the required samples for your water system. All samples and reports must be collected and submitted in a timely manner. |  |
|                          | Utility had up to five Monitoring and Reporting violations during the past year         | 5              | 0     | The utility had 10 Drinking Water Monitoring and Reporting violations in 2017. The Drinking Water Program provides you with an Annual Monitoring Summary with all of the required samples for your water system. All samples and reports must be collected and submitted in a timely manner. | The utility had 10 Drinking Water Monitoring and Reporting violations in 2017. The Drinking Water Program provides you with an Annual Monitoring Summary with all of the required samples for your water system. All samples and reports must be collected and submitted in a timely manner. |  |
|                          | Utility had more than five Monitoring and Reporting violations during the last year     | 0              |       | The utility had 10 Drinking Water Monitoring and Reporting violations in 2017. The Drinking Water Program provides you with an Annual Monitoring Summary with all of the required samples for your water system. All samples and reports must be collected and submitted in a timely manner. | The utility had 10 Drinking Water Monitoring and Reporting violations in 2017. The Drinking Water Program provides you with an Annual Monitoring Summary with all of the required samples for your water system. All samples and reports must be collected and submitted in a timely manner. |  |
| **Utility Management Training** | A person who holds a position of responsibility for management of the utility has completed a DCRA approved Utility Management course or other utility management training course within the last five years | 5              | 5     | Leslie Isaacs attended personnel training on 3/18/2016. To maintain the full points in this category, consider sending someone to one of the free RUBA trainings each year. |  |  |
| **Meetings of the Governing Body** | The utility owner’s governing body meets routinely consistent with the local ordinance/bylaw requirements and receives a current report from the operator | 5              | 5     | The city council is the decision-making body for the utilities and meets monthly in compliance with the local law. However, no meeting minutes have been provided to RUBA. | The city council is the decision-making body for the utilities and meets monthly in compliance with the local law. However, no meeting minutes have been provided to RUBA. | Two Elyiau DCR ADEC RUBA Program 465-4814 |
|                          | The utility owner’s governing body meets routinely consistent with the local ordinance/bylaw requirements | 2              | 2     |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification |  |  |
|                          | The utility owner’s governing body does not meet                                      | 0              |       |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification |  |  |
| **Budget**                | Utility owner and the Utility have each adopted a realistic budget and budget amendments are adopted as needed; Accurate monthly budget reports are prepared and submitted to the governing body | 15             | 15    | The utility adopted a budget but it was not provided to RUBA as requested. No monthly financial reports being provided to RUBA. | The utility adopted a budget but it was not provided to RUBA as requested. No monthly financial reports being provided to RUBA. | Iura Leahu DCR ADEC RUBA Program 465-4814 |
|                          | Either the Utility or the Utility owner has adopted and implemented a budget, the other has not | 0              | 0     | The utility adopted a budget but it was not provided to RUBA as requested. No monthly financial reports being provided to RUBA. | The utility adopted a budget but it was not provided to RUBA as requested. No monthly financial reports being provided to RUBA. |  |
|                          | Either the Utility or the Utility owner has adopted a budget, but it is not being implemented | 10             | 10    | The utility adopted a budget but it was not provided to RUBA as requested. No monthly financial reports being provided to RUBA. | The utility adopted a budget but it was not provided to RUBA as requested. No monthly financial reports being provided to RUBA. |  |
|                          | Utility owner and the Utility have not adopted a budget                                | 0              |       | The utility adopted a budget but it was not provided to RUBA as requested. No monthly financial reports being provided to RUBA. | The utility adopted a budget but it was not provided to RUBA as requested. No monthly financial reports being provided to RUBA. |  |
| **Revenue**               | Utility is collecting revenue sufficient to cover the Utility’s operating expenses and to contribute to a repair and replacement account | 20             | 0     | No fee schedule nor collection policy has been provided to RUBA. In addition, financial reports have not been provided to RUBA, therefore, revenue cannot be confirmed. | Provide RUBA with the utility’s fee schedule and collection policy, as well as monthly financial reports. RUBA can assist in developing these if none exist. |  |
|                          | Utility is collecting revenue sufficient to cover expenses                             | 15             |       |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification |  |  |
|                          | Utility has a fee schedule and a collection policy that is followed                   | 5              | 5     |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification | Current policy verified 6/29/2018. Full points have been awarded. Maintain active Worker’s Compensation policy to continue receiving these points. |  |
|                          | Utility has no fee structure or collection policy                                      | 5              | 5     |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification | Current policy verified 6/29/2018. Full points have been awarded. Maintain active Worker’s Compensation policy to continue receiving these points. |  |
| **Worker’s Compensation Insurance** | Utility has had a worker’s compensation policy for all employees for the past two years and has a current policy in place | 2              | 2     |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification | Current on all payroll tax liabilities. Full points have been awarded. Continue to submit timely reports and payments to maintain these points. |  |
|                          | Utility has a current worker’s compensation policy in place for all employees           | 2              | 2     |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification | Current on all payroll tax liabilities. Full points have been awarded. Continue to submit timely reports and payments to maintain these points. |  |
|                          | Utility has no worker’s compensation policy                                            | 0              |       |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification |  |  |
| **Payroll Liability Compliance** | Utility owes back taxes, but has a signed payment agreement, is current on that agreement, and is up-to-date with all other tax obligations | 5              |       |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification |  |  |
|                          | Utility is not current with its tax obligations and/or does not have a signed repayment agreement for back taxes owed | 0              |       |  
Primary Operator: Harry Jackson  
Backup Operator: Andres Salazar  
Certification Level: WT 1  
Operator holds no current certification |  |  |

**CIP O&M Score** 0  
**SDS O&M Score** 7  
**TOTAL SCORE** 43