## 2017 Best Practices Score

**Yakutat**  
August 22, 2017

<table>
<thead>
<tr>
<th>Category</th>
<th>O&amp;M Scoring Criteria</th>
<th>Possible</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operator Certification</strong></td>
<td>Utility has more than one operator certified to the level of the water system</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>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</td>
<td>7</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Primary operator is certified to the level of the water system and the backup operator holds no certification or there is no backup operator</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Utility has one or more operators certified at some level in water treatment or distribution</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Utility has no certified operators</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>System Classification</strong></td>
<td>Water Treatment 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Primary Operator</strong></td>
<td>Ronald Beattie Certification Level: WT 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Backup Operator</strong></td>
<td>Adam Williams Certification Level: Operator holds no current certification</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Preventive Maintenance Plan</strong></td>
<td>Utility has a written PM plan; PM is performed on schedule; records of completion are submitted on a quarterly basis and have been verified</td>
<td>25</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>Utility has a written PM plan; performance of PM and record keeping are not consistent</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Utility has no PM plan or performs no PM</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Compliance</strong></td>
<td>Utility had no Monitoring and Reporting violations during the past year</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Utility had up to five Monitoring and Reporting violation during the past year</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Utility had more than five Monitoring and Reporting violation during the last year</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

### 14 Monitoring and Reporting Violations in 2016

- 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
  
  **Attendee:** Martha Indreland  
  **Course:** Financial Date: 1/10/2014

### Managerial

- The utility owner’s governing body meets routinely consistent with the local ordinance/bylaw requirements and receives a current report from the operator
  
  **Meetings of the Governing Body**
  
  - The utility owner’s governing body meets routinely consistent with the local ordinance/bylaw requirements
    
    **Score:** 2  
    **Possible:** 5
  
  - The utility owner’s governing body does not meet
    
    **Score:** 0  
    **Possible:** 0

### 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
  
  **Score:** 15  
  **Possible:** 15

  - Either the Utility or the Utility owner has adopted and implemented a budget, the other has not
    
    **Score:** 13  
    **Possible:** 15

  - Either the Utility or the Utility owner has adopted a budget, but it is not being implemented
    
    **Score:** 10  
    **Possible:** 15

### Revenue

- Utility is collecting revenue sufficient to cover the Utility’s operating expenses and to contribute to a repair and replacement account
  
  **Score:** 20  
  **Possible:** 20

  - Utility is collecting revenue sufficient to cover expenses
    
    **Score:** 15  
    **Possible:** 15

  - Utility has a fee schedule and a collection policy that is followed
    
    **Score:** 5  
    **Possible:** 5

  - Utility has no fee structure or collection policy
    
    **Score:** 0  
    **Possible:** 0

### 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
  
  **Score:** 5  
  **Possible:** 5

  - Utility has a current worker’s compensation policy in place for all employees
    
    **Score:** 2  
    **Possible:** 2

  - Utility has no worker’s compensation policy
    
    **Score:** 0  
    **Possible:** 0

### Payroll Liability Compliance

- Utility has no past due tax liabilities and is current with all tax obligations
  
  **Score:** 5  
  **Possible:** 5

  - 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
    
    **Score:** 2  
    **Possible:** 5

  - Utility is not current with its tax obligations and/or does not have a signed repayment agreement for back taxes owed
    
    **Score:** 0  
    **Possible:** 0

---

<table>
<thead>
<tr>
<th>CIP O&amp;M Score</th>
<th>SDS O&amp;M Score</th>
<th>TOTAL SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>12</td>
<td>75</td>
</tr>
</tbody>
</table>