### Category | O&M Scoring Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| **Operator Certification** | **Utility has more than one operator certified to the level of the water system** 10  
**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  
**Primary operator is certified to the level of the water system and the backup operator holds no certification or there is no backup operator** 5  
**Utility has one or more operators certified at some level in water treatment or distribution** 3  
**Utility has no certified operators** 0  
**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  
**Utility has a written PM plan; performance of PM and record keeping are not consistent** 15  
**Utility has no PM plan or performs no PM** 0  
**Compliance** | **Utility had no Monitoring and Reporting violations during the past year** 10  
**Utility had up to five Monitoring and Reporting violation during the past year** 5  
**Utility had more than five Monitoring and Reporting violation during the last year** 0  
**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  
**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  
**The utility owner’s governing body meets routinely consistent with the local ordinance/bylaw requirements** 2  
**The utility owner’s governing body does not meet** 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** 15  
**Either the Utility or the Utility owner has adopted and implemented a budget, the other has not** 13  
**Either the Utility or the Utility owner has adopted a budget, but it is not being implemented** 10  
**Utility owner and the Utility have not adopted a budget** 0  
**Revenue** | **Utility is collecting revenue sufficient to cover the Utility’s operating expenses and to contribute to a repair and replacement account** 20  
**Utility is collecting revenue sufficient to cover expenses** 15  
**Utility has a fee schedule and a collection policy that is followed** 5  
**Utility has no fee structure or collection policy** 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** 5  
**Utility has a current worker’s compensation policy in place for all employees** 2  
**Utility has no worker’s compensation policy** 0  
**Payroll Liability Compliance** | **Utility has no past due tax liabilities and is current with all tax obligations** 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** 2  
**Utility is not current with its tax obligations and/or does not have a signed repayment agreement for back taxes owed** 0  

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| **Operator Certification** |  | System Classification: Small Untreated  
Primary Operator: Michael Sam  
Certification Level: Small Untreated  
Backup Operator: Nathaniel Gene  
Certification Level: Small Untreated  |  | Michael Sam and Nathaniel Gene each need 0.5 CEUs before 12/31/20 to renew their certificates. Richard Nysswaner and Wallace Joe need to take and pass the Small Untreated exam. Please see the enclosed flyer with more information about certification.  | ADEC Operator Certification Program 465-1139 |
| **Preventive Maintenance Plan** |  | The utility is not performing the required maintenance or isn’t keeping records of maintenance.  |  | To receive the full points in this category, the operator must have a Preventative Maintenance plan that they follow and the completed plan must be submitted to your assigned RMW each quarter.  | Lee Meckel  
TCC RMW  
452-8251 ext. 3265 |
| **Compliance** |  | The utility had 0 Drinking Water Monitoring and Reporting violations in 2018. Excellent job - keep up the good work!  |  | 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.  | Teslyn Visscher  
ADEC Drinking Water Program 451-3038 |
| **Utility Management Training** |  | Anita Joe attended Personnel training on 12/3/2018.  |  | 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** |  | Minutes received had a section that had a water utility update.  |  | To maintain full points, the governing body must continue to meet according to ordinance and provide RUBA with meeting minutes.  |  |
| **Budget** |  | The community creates a budget and uses it throughout the year. The provided budget also notes where the supplemental funds are taken from.  |  | Full points have been awarded. Continue to provide monthly financial reports to RUBA for verification.  | Brendan Smyth  
DCRA RUBA Program 451-2744 |
| **Revenue** |  | The community uses funds from other sources to supplement the revenue from the water utility. No repair and replacement fund has been created for the utility.  |  | To receive additional points, the utility must establish a utility repair and replacement account and make regular contributions to be prepared for future needs.  |  |
| **Worker’s Compensation Insurance** |  | RUBA has verified that the utility has had a current Worker’s Compensation Policy in place for all employees for at least two years.  |  | Full points have been awarded. Maintain active Worker’s Compensation policy to continue receiving these points.  |  |
| **Payroll Liability Compliance** |  | ESC deems the community out of compliance, no response to IRS document request.  |  | To receive additional points in this category, the city must either become current on all outstanding tax liabilities, or must enter into a repayment agreement for outstanding tax liability, and remain current on payments.  |  |

### CIP O&M Score 20  
### SDS O&M Score 13  
### TOTAL SCORE 80