Best Practices Score Port Protection SPRING 2020

Operator Certification Primary some le Primary no cert Utility h	the has more than one operator certified to the level of the water system that operator is certified to the level of the water system and the backup operator holds the level of certification in water treatment or distribution that operator is certified to the level of the water system and the backup operator holds the certification or there is no backup operator the has one or more operators certified at some level in water treatment or distribution that has no certified operators the has a written PM plan; PM is performed on schedule; records of completion are mitted on a quarterly basis and have been verified the has a written PM plan; performance of PM and record keeping are not consistent the has no PM plan or performs no PM the had no Monitoring and Reporting violations during the past year the had up to five Monitoring and Reporting violation during the last year the had more than five Monitoring and Reporting violation during the last year the had proved Utility Management course or other utility management training course thin the last five years	10 7 5 3 0 25 15 0 10 5	15	System Classification: Small Untreated Primary Operator: Leslie Fahey Certification Level: Small Untreated Backup Operator: Terri Metcalf Certification Level: Operator holds no current certification Leslie Fahey holds the correct level of certification. Terri Metcalf holds no certification. The utility is not performing the required maintenance or isn't keeping records of maintenance.	Leslie Fahey has the required CEUs to renew now. Terri Metcalf needs to take and pass the Small Untreated exam. Please see the enclosed flier with more information about certification. 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	ADEC Operator Certification Program 465-1139
Operator Certification Primary no certification Primary no certification Utility in U	ne level of certification in water treatment or distribution hary operator is certified to the level of the water system and the backup operator holds have trification or there is no backup operator has one or more operators certified at some level in water treatment or distribution has no certified operators has a written PM plan; PM is performed on schedule; records of completion are hitted on a quarterly basis and have been verified has a written PM plan; performance of PM and record keeping are not consistent has no PM plan or performs no PM has no PM plan or performs no PM had no Monitoring and Reporting violations during the past year had up to five Monitoring and Reporting violation during the past year had more than five Monitoring and Reporting violation during the last year had more than five Monitoring and Reporting violation during the last year had more than five Monitoring and Reporting violation during the last year had more than five Monitoring and Reporting violation during the last year had more than five Monitoring and Reporting violation during the last year had more than five Monitoring and Reporting violation during the last year	0 25 15 0 10 5	15	Certification Level: Small Untreated Backup Operator: Terri Metcalf Certification Level: Operator holds no current certification Leslie Fahey holds the correct level of certification. Terri Metcalf holds no certification. 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	Certification Program 465-1139 Steve Evavold
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Utility Management Training Meetings of the Governing Body The util ordinar	ity had more than five Monitoring and Reporting violation during the last year erson who holds a position of responsibility for management of the utility has completed CRA approved Utility Management course or other utility management training course	5 0	4.0	Reporting violations in 2019. 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.	Eric Burg ADEC Drinking Water Program 262-3420
Utility has been seen a DCRA within to the Governing Body Utility has a person a DCRA within to the Governing Body Utility has a person a DCRA within to the util ordinary ordinary. The util ordinary the governing are add the governing government.	erson who holds a position of responsibility for management of the utility has completed CRA approved Utility Management course or other utility management training course	0	10			
Management Training Meetings of the Governing Body The util ordinar the gov	CRA approved Utility Management course or other utility management training course					
Management Training Meetings of the Governing Body The util ordinar	CRA approved Utility Management course or other utility management training course			• • • •	RUBA provides free training several times per year. Someone who works with the utility should take one of the courses as soon as possible.	
Meetings of the Governing Body Body The util ordinar The util ordinar The util Utility of are addotthe governing are with the governing ordinar The util	nin the last five years	5				
Meetings of the Governing Body Body The util Utility of are addouble governing ordinar	in the last live years					
the Governing Body The util Ordinar The util Utility of are addouble governing	utility owner's governing body meets routinely consistent with the local nance/bylaw requirements and receives a current report from the operator	5		The board of directors of the Port Protection Community Association is the governing body of the utility. RUBA staff received meeting minutes including reports from water operator.	To maintain full points, the governing body must continue to meet according to ordinance and provide RUBA with meeting minutes.	
The util Utility of are adors the government	utility owner's governing body meets routinely consistent with the local nance/bylaw requirements	2	5			lura Leahu DCRA RUBA Program 465-4814
Utility of are add the gov	utility owner's governing body does not meet	0				
	ity owner and the Utility have each adopted a realistic budget and budget amendments adopted as needed; Accurate monthly budget reports are prepared and submitted to governing body	15	15	The governing body has adopted a realistic and balanced budget. Monthly reports are prepared and provided to the governing body and RUBA staff and documented in the minutes.	Full points have been awarded. Continue to provide monthly financial reports to RUBA for verification.	
not	er the Utility or the Utility owner has adopted and implemented a budget, the other has	13				
	er the Utility or the Utility owner has adopted a budget, but it is not being implemented	10	1			
Utility (ity owner and the Utility have not adopted a budget	0				
•	ity is collecting revenue sufficient to cover the Utility's operating expenses and to tribute to a repair and replacement account	20		The monthly financial reports show that the utility is collecting revenues sufficient to cover its operating expenses. The utility sets aside funds for Repair and Replacement expenses.	Full points have been awarded. Keep up the great work.	
	ity is collecting revenue sufficient to cover expenses	15	20			
Utility I	ity has a fee schedule and a collection policy that is followed	5				
Revenue Utility is Utility is Utility is Utility is	ity has no fee structure or collection policy	0	1			
Worker's Utility h	ity has had a worker's compensation policy for all employees for the past two years and a current policy in place	5	5	Current policy verified 12/26/2019.	Full points have been awarded. Maintain active Worker's Compensation policy to continue receiving these points.	
Compensation Utility h	ity has a current worker's compensation policy in place for all employees	2	1			
Insurance	ity has no worker's compensation policy	0				
	ity has no past due tax liabilities and is current with all tax obligations	5		Current on all payroll tax liabilities.	Full points have been awarded. Continue to submit timely reports and payments to maintain these points.	
Payroll Liability Utility of and is u	ity owes back taxes, but has a signed payment agreement, is current on that agreement, is up-to-date with all other tax obligations	2	5			
Compliance Utility is	to up to unite an owner tax owngations	0	7			
CIP O&M Score 20	ity is not current with its tax obligations and/or does not have a signed repayment eement for back taxes owed		l 0			