### Technical

**Operator Certification**
- **Utility has more than one operator certified to the level of the water system** Possible: 10 Score: 7
- **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** Possible: 5 Score: 5
- **Primary operator is certified to the level of the water system and the backup operator holds no certification or there is no backup operator** Possible: 3 Score: 3
- **Utility has one or more operators certified at some level in water treatment or distribution** Possible: 10 Score: 0
- **Utility has no certified operators** Possible: 0 Score: 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** Possible: 25 Score: 15
- **Utility has a written PM plan; performance of PM and record keeping are not consistent** Possible: 15 Score: 5
- **Utility has no PM plan or performs no PM** Possible: 10 Score: 0
- **Utility had no Monitoring and Reporting violations during the past year** Possible: 5 Score: 5
- **Utility had up to five Monitoring and Reporting violation during the past year** Possible: 5 Score: 0
- **Utility had more than five Monitoring and Reporting violation during the last year** Possible: 15 Score: 0

**Compliance**
- **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** Possible: 5 Score: 5
- **The utility owner’s governing body meets routinely with the local ordinance/bylaw requirements** Possible: 5 Score: 5
- **The utility owner’s governing body meets routinely consistent with the local ordinance/bylaw requirements** Possible: 2 Score: 2
- **The utility owner’s governing body does not meet** Possible: 10 Score: 0

**Utility Management Training**
- **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** Possible: 15 Score: 10
- **Either the Utility or the Utility owner has adopted and implemented a budget, the other has not** Possible: 13 Score: 0
- **Either the Utility or the Utility owner has adopted a budget, but it is not being implemented** Possible: 10 Score: 0
- **Utility owner and the Utility have not adopted a budget** Possible: 0 Score: 0

**Meetings of the Governing Body**
- **Utility is collecting revenue sufficient to cover the Utility’s operating expenses and to contribute to a repair and replacement account** Possible: 20 Score: 15
- **Utility is collecting revenue sufficient to cover expenses** Possible: 15 Score: 15
- **Utility has a fee schedule and a collection policy that is followed** Possible: 5 Score: 5
- **Utility has no fee structure or collection policy** Possible: 0 Score: 0

**Budget**
- **Utility has a worker’s compensation policy for all employees for the past two years and has a current policy in place** Possible: 5 Score: 5
- **Utility has a current worker’s compensation policy in place for all employees** Possible: 2 Score: 2
- **Utility has no worker’s compensation policy** Possible: 1 Score: 0

**Revenue**
- **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** Possible: 5 Score: 5
- **Utility is not current with its tax obligations and/or does not have a signed repayment agreement for back taxes owed** Possible: 0 Score: 0

**Worker’s Compensation Insurance**
- **Utility has had more than five Monitoring and Reporting violation during the last year** Possible: 15 Score: 15
- **Utility had 1 Drinking Water Monitoring and Reporting violations in 2019** Possible: 25 Score: 10
- **Utility is collecting revenue sufficient to cover the Utility’s operating expenses and to contribute to a repair and replacement account** Possible: 15 Score: 15
- **Utility is collecting revenue sufficient to cover operating expenses, but from the submitted reports it is not clear if money is set aside for R&R** Possible: 10 Score: 0
- **Utility has a Preventative Maintenance plan that they follow and the completed plan must be submitted to your assigned RMW each quarter.** Possible: 5 Score: 5
- **The utility is not performing the required maintenance or isn’t keeping records of maintenance.** Possible: 5 Score: 5
- **The utility had 1 Drinking Water Monitoring and Reporting violations in 2019.** Possible: 5 Score: 5
- **The utility had more than five Monitoring and Reporting violation during the last year** Possible: 0 Score: 0

**Compliance**
- **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.** Possible: 10 Score: 10
- **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.** Possible: 0 Score: 0
- **Provide RUBA with monthly financial reports and meeting minutes that demonstrate the council is consistently reviewing accurate monthly financial reports** Possible: 0 Score: 0
- **To maintain full points, the governing body must continue to meet according to ordinance and provide RUBA with meeting minutes.** Possible: 0 Score: 0
- **To maintain full points in this category, consider sending someone to one of the free RUBA trainings each year.** Possible: 0 Score: 0

### Managerial

**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** Possible: 5 Score: 5
- **The utility owner’s governing body meets routinely consistent with the local ordinance/bylaw requirements** Possible: 3 Score: 2
- **The utility owner’s governing body does not meet** Possible: 1 Score: 0

### Financial

**Utility Management Training**
- **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** Possible: 15 Score: 15
- **Either the Utility or the Utility owner has adopted and implemented a budget, the other has not** Possible: 13 Score: 0
- **Either the Utility or the Utility owner has adopted a budget, but it is not being implemented** Possible: 10 Score: 0
- **Utility owner and the Utility have not adopted a budget** Possible: 0 Score: 0

**Revenue**
- **Utility is collecting revenue sufficient to cover the Utility’s operating expenses and to contribute to a repair and replacement account** Possible: 20 Score: 15
- **Utility is collecting revenue sufficient to cover expenses** Possible: 15 Score: 15
- **Utility has a fee schedule and a collection policy that is followed** Possible: 5 Score: 5
- **Utility has no fee structure or collection policy** Possible: 0 Score: 0

### Payroll Liability

**Compliance**
- **Utility has had more than five Monitoring and Reporting violation during the last year** Possible: 15 Score: 15
- **Utility had 1 Drinking Water Monitoring and Reporting violations in 2019** Possible: 25 Score: 10
- **Utility is collecting revenue sufficient to cover the Utility’s operating expenses and to contribute to a repair and replacement account** Possible: 15 Score: 15
- **Utility is collecting revenue sufficient to cover operating expenses, but from the submitted reports it is not clear if money is set aside for R&R** Possible: 10 Score: 0
- **Utility has a Preventative Maintenance plan that they follow and the completed plan must be submitted to your assigned RMW each quarter.** Possible: 5 Score: 5
- **The utility is not performing the required maintenance or isn’t keeping records of maintenance.** Possible: 5 Score: 5
- **The utility had 1 Drinking Water Monitoring and Reporting violations in 2019.** Possible: 5 Score: 5
- **The utility had more than five Monitoring and Reporting violation during the last year** Possible: 0 Score: 0

**Compliance**
- **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.** Possible: 10 Score: 10
- **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.** Possible: 0 Score: 0
- **Provide RUBA with monthly financial reports and meeting minutes that demonstrate the council is consistently reviewing accurate monthly financial reports** Possible: 0 Score: 0
- **To maintain full points, the governing body must continue to meet according to ordinance and provide RUBA with meeting minutes.** Possible: 0 Score: 0
- **To maintain full points in this category, consider sending someone to one of the free RUBA trainings each year.** Possible: 0 Score: 0

### CIP O&M Score

<table>
<thead>
<tr>
<th>Category</th>
<th>Possible</th>
<th>Score</th>
<th>Explanation of Score</th>
<th>How to Improve Score</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>10</td>
<td>3</td>
<td>System Classification: Water Treatment 2 Primary Operator: Johnnie Gamble Certification Level: WP D Back-up Operator: Patricia Warren Certification Level: WP P Johnnie Gamble’s WT 2 certification expired 12/31/19 without the required CEUs and needs to take and pass the WT 2 exam. Johnnie Gamble needs 1.4 CEUs before 12/31/21 to renew his WP P certificate. Patricia Warren needs 3.0 CEUs before 12/31/21 to renew her WP P certification and needs to take and pass the WT 2 exam. Brian Willard needs to take and pass the WT 1 exam. Please see enclosed flyer with more information about certification.</td>
<td>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.</td>
<td>ADP Operator Certification Program 465-1139</td>
</tr>
<tr>
<td>Preventive Maintenance Plan</td>
<td>15</td>
<td>15</td>
<td>The utility is not performing the required maintenance or isn’t keeping records of maintenance.</td>
<td>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.</td>
<td>John Johnson ADEC RMW 269-7605</td>
</tr>
<tr>
<td>Compliance</td>
<td>5</td>
<td>5</td>
<td>The utility had 1 Drinking Water Monitoring and Reporting violations in 2019.</td>
<td>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.</td>
<td>Jamie Bjorkman ADEC Drinking Water Program 262-3423</td>
</tr>
<tr>
<td>Technical</td>
<td>5</td>
<td>5</td>
<td>Beverly Kłonan attended Elected Officials Management for Rural Utilities training on 12/5/2018.</td>
<td>To maintain the full points in this category, consider sending someone to one of the free RUBA trainings each year.</td>
<td>Iura Leahu DCRA RUBA Program 465-4814</td>
</tr>
<tr>
<td>Meetings of the Governing Body</td>
<td>5</td>
<td>5</td>
<td>The Chilkat Indian Village, as the governing body of the utility, meets monthly. Meeting minutes were provided to RUBA staff and the minutes include water operator’s reports on utility operations and the minutes reference monthly financial reports.</td>
<td>To maintain full points, the governing body must continue to meet according to ordinance and provide RUBA with meeting minutes.</td>
<td></td>
</tr>
</tbody>
</table>