### Operator Certification

- **Utility has more than one operator certified to the level of the water system**
  - Possible: 10
  - Score: 5
  - **Explanation of Score**: System Classification: Small Treated Primary Operator: Jonathan Weyanna Certification Level: Small Treated Backup Operator: Nathan Toochan Certification Level: Operator holds no current certification
  - **How to Improve Score**: Norman Menadelook has the required CEU to renew now. Jonathan Weyanna needs 1.0 CEU by 12/31/22 to renew in 2022. Please see the enclosed flyer with more information about certification.
  - **Contact**: 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**
  - Possible: 7
  - Score: 5
  - **Explanation of Score**: Normal Menadelook and Jonathan Weyanna hold the correct level of certification.

- **Primary operator is certified to the level of the water system and there is no backup operator**
  - Possible: 5
  - Score: 3
  - **Explanation of Score**: 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.
  - **Contact**: Richard Kuzuguk ADEC Drinking Water Program 443-4584

- **Utility has one or more operators certified at some level in water treatment or distribution**
  - Possible: 3
  - Score: 0
  - **Explanation of Score**: The utility is not performing the required maintenance or isn’t keeping records of maintenance.

- **Utility has no certified operators**
  - Possible: 0
  - Score: 0
  - **Explanation of Score**: 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.

### 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
  - **Explanation of Score**: The utility had 0 Drinking Water Monitoring and Reporting violations during the last year. Excellent job – keep up the good work!
  - **Contact**: 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 has a written PM plan; performance of PM and record keeping are not consistent**
  - Possible: 15
  - Score: 10
  - **Explanation of Score**: To maintain the full points in this category, consider sending someone to one of the free RUBA trainings each year.

- **Utility has no PM plan or performs no PM**
  - Possible: 0
  - Score: 0
  - **Explanation of Score**: 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.

### Compliance

- **Utility had no Monitoring and Reporting violations during the past year**
  - Possible: 10
  - Score: 10
  - **Explanation of Score**: The FY21 Budget has not been completed or is not being implemented; Accurate monthly financial reports have been submitted.

- **Utility had up to five Monitoring and Reporting violations during the past year**
  - Possible: 5
  - Score: 5
  - **Explanation of Score**: 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 violation during the last year**
  - Possible: 0
  - Score: 0
  - **Explanation of Score**: The utility owner’s governing body does not meet the ordinance/bylaw requirements and receives a current report from the operator within the last five years.

### 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**
  - Possible: 5
  - Score: 5
  - **Explanation of Score**: Dustin Giffin attended QuickBooks training on 2/19/2021.

### Meetings of the Governing Body

- **The utility owner’s governing body meets routinely with the local ordinance/bylaw requirements and receives a current report from the operator**
  - Possible: 5
  - Score: 5
  - **Explanation of Score**: The utility owner’s governing body meets routinely with the local ordinance/bylaw requirements.

- **The utility owner’s governing body meets routinely with the local ordinance/bylaw requirements**
  - Possible: 2
  - Score: 2
  - **Explanation of Score**: The utility owner’s governing body does not meet.

### 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**
  - Possible: 15
  - Score: 15
  - **Explanation of Score**: The FY21 Budget has not been completed or submitted.

- **Either the Utility or the Utility owner has adopted and implemented a budget, the other has not**
  - Possible: 13
  - Score: 10
  - **Explanation of Score**: To receive additional points in this category, the city must provide RUBA with an adopted, realistic budget. Provide RUBA with monthly financial reports and meeting minutes that demonstrate the council is reviewing the monthly financial reports.

- **Utility owner and the Utility have not adopted a budget**
  - Possible: 0
  - Score: 0
  - **Explanation of Score**: The utility’s governing board does not meet the ordinance/bylaw requirements and receives a current report from the operator within the last five years.

### 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: 0
  - **Explanation of Score**: No monthly financial reports have been submitted.

- **Utility is collecting revenue sufficient to cover expenses**
  - Possible: 15
  - Score: 15
  - **Explanation of Score**: To receive additional points in this category, the city must provide RUBA with an adopted, realistic budget. Provide RUBA with monthly financial reports and meeting minutes that demonstrate the council is reviewing the monthly financial reports.

- **Utility has a fee schedule and a collection policy that is followed**
  - Possible: 5
  - Score: 5
  - **Explanation of Score**: Policy verified on 6/28/2021

- **Utility has no fee structure or collection policy**
  - Possible: 0
  - Score: 0
  - **Explanation of Score**: 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**
  - Possible: 5
  - Score: 5
  - **Explanation of Score**: ESC tax clearance granted. The taxpayer owes federal taxes and has not filed information returns for multiple quarters and years.

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

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

### Payroll Liability Compliance

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

- **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: 2
  - Score: 0
  - **Explanation of Score**: The utility owner’s governing body does not meet the ordinance/bylaw requirements and receives a current report from the operator within the last five years.

- **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
  - **Explanation of Score**: The utility owner’s governing body does not meet the ordinance/bylaw requirements and receives a current report from the operator within the last five years.

### Total 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>SDS O&amp;M Score</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL SCORE</td>
<td>40</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>