

Best Practices Score
Lime Village
Fall 2022

| Category | | O&M Scoring Criteria | | | Possible | Score | Explanation of Score | How to Improve Score | Contact |
|---|---------------------------------|--|---|--|-------------|-------|--|--|--|
| Technical | Operator Certification | Utility has more than one operator certified to the level of the water system | | | 10 | 10 | System Classification: No public water system Primary Operator: <i>No certified operator required</i> Certification Level: <i>N/A</i> Backup Operator: <i>No certified operator required</i> Certification Level: <i>N/A</i> No certified operator required | N/A | 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 | | | 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 | 15 | 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. | Bruce Werba YKHC RMW 545-5063 |
| | | 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 | 10 | The utility had 0 Drinking Water Monitoring and Reporting violations in 2022. Excellent job - keep up the good work! | | Leslie Morrison ADEC Drinking Water Program 269-7518 |
| | | 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 | | | | |
| Managerial | 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 | 0 | No one associated with the utility has attended a RUBA training in the past five years. | RUBA provides free training several times per year. Contact your RUBA specialist for more information. | Brendan Smyth DCRA RUBA Program 451-2744 |
| | 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 | 0 | Documentation was not provided to RUBA during this reporting period. | The governing body needs to meet according to local ordinance/bylaw and submit meeting minutes to RUBA. The minutes should document that a report to the council was made by the operator. Contact your assigned LGS for assistance. | |
| | | 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 | | | | |
| Financial | 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 | 0 | Documentation was not provided to RUBA during this reporting period. | Provide RUBA with an adopted, realistic, and balanced budget; monthly financial reports that are submitted to the council and documented in meeting minutes. Contact your LGS for advice and assistance. | |
| | | 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 | 0 | Documentation was not provided to RUBA during this reporting period. | Provide RUBA with accurate monthly financial reports that shows the utility is collecting sufficient revenue to cover operating expenses. Contact your LGS for advice and assistance. | |
| | | 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 | 0 | A Department of Labor and Workforce Development database query on 07/13/22 indicated the utility owner does not have coverage. | The utility owner must obtain workers' compensation consistent with state and federal laws. Contact your LGS for advice and assistance. | |
| | | 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 | 0 | The utility owner is not current with state or federal tax filings and/or payment obligations. | To receive additional points, the utility must either become current on all outstanding tax liabilities and filings, or enter into a repayment agreement for outstanding liabilities 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 | | | 2 | | | | |
| Utility is not current with its tax obligations and/or does not have a signed repayment agreement for back taxes owed | | | 0 | | | | | | |
| CIP O&M Score | | 0 | | | TOTAL SCORE | 35 | | | |