2018 Best Practices Score
Klukwan
March 1, 2018

Category		O&M Scoring Criteria	Possible	Score
Technical	**Operator Certification**	Utility has more than one operator certified to the level of the water system	10	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	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	
	System Classification: Water Treatment 2 Primary Operator: *Johnnie Gamble* Certification Level: *WT 2* Backup Operator: *Patricia Warren* Certification Level: *WT P*			
	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
		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	5
		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	
	1 Monitoring and Reporting Violations in 2017			
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	5
	Attendee: *Beverly Klanott* Course: *Elected Officials* Date: *12/5/2014*			
	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	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	
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	10
		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	5
		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	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	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	

CIP O&M Score	2	SDS O&M Score	10	TOTAL SCORE	62