

# Financial Worksheet 5

## Financial Analysis Summary Sheet

**Waterworks:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**City/County:** \_\_\_\_\_

**PWSID Number:** \_\_\_\_\_

**Type of Waterworks:**    Community    Nontransient-Noncommunity    Transient-Noncommunity

Instructions: This form can be completed online, or a blank form can be printed to complete manually. If completing online, print, sign, and date the form before mailing or faxing to the Office of Drinking Water Field Office in your region. Retain a copy of the completed form for your records. NOTE: Boxes highlighted in light green are self totaling calculation. Boxes highlighted in light blue are field headings. Boxes highlighted in yellow provide additional guidance.

Line	Analysis 1 - Do you have a budget in place, and are rate sufficient to cover expenses?	PROJECTED for Fiscal Year Ending June 30,					
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
1	<b>REVENUES</b>						
2	Water Sales (Enter figure from Worksheet 1, Line 2)						
3	Total Other Revenues (Enter figure from Worksheet 1, Lines 3+4)						
4	<b>TOTAL REVENUES (Add 2+3)</b> (Should Equal Line 5 of Worksheet 1)						

5	<b>EXPENSES</b>						
6	Total O&M & A&G and Depreciation (Enter figure from Worksheet 1, Line 26)						
7	Taxes (Property, B&O) (Enter figure from Worksheet 1, Line 27)						
8	Debt Service Payments (Enter figure from Worksheet 1, Line 28)						
9	Net CIP From Rates (Enter figure from Worksheet 1, Line 40)						
10	Operating Cash Reserve (Increase) (Enter figure from Worksheet 1, Line 43)						
11	Emergency Reserve (Increase) (Enter figure from Worksheet 1, Line 47)						
12	Replacement Reserve (Voluntary Increase) (Enter figure from Worksheet 1, Line 51)						
13	<b>Total Revenue Required (Add 6-12)</b> (Should = Line 53 of Worksheet 1)						
14	<b>Required Water Rates (Line 13 - Line 3)</b> (Total Expenses less other revenues)						
15	Is Line 4 greater than or equal to Line 13 (Yes or No, If No go back & raise rates or reduce expenses)						

Analysis 2 - Is the Operating Cash Revenue = to or greater than [(O&M + G&A budget subtotals X 45)/365]?							
16	Current Operating Reserve (beginning of year) (Enter figure from Worksheet 1, Line 44)						
17	Plus: Budgeted increase (Line 10)						
18	<b>Total Operating Cash Res. (Add 16+17)</b>						

# Financial Worksheet 5 (cont)

## Financial Analysis Summary Sheet

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**Type of Waterworks:**    Community    Nontransient-Noncommunity    Transient-Noncommunity

Line	Analysis 2 -Continued						
19	Required Operating Cash Reserve (Line 6 X 0.125) (Enter figure from Worksheet 1, Line 42) [(45 days/365days)=1/8=0.125]						
20	Is Line 18 greater than or equal to Line 19 (Yes or No, If No continue to budget annual increase in budget)						

**Analysis 3 - Is the Emergency Reserve = to or greater than the cost of the most vulnerable facility?**

21	Current Emergency Reserve (beginning of the year) (Enter figure from Worksheet 1, Line 46A) [or separate emergency reserve (alternate finance)]						
22	Plus: Budget increase (Enter figure from Worksheet 1, Line 47)						
23	<b>Total Emergency Res. Fund ( Add 21+22)</b> (Enter figure from Worksheet 1, Line 48)						
24	Cost of Most Vulnerable facility (Enter figure from Worksheet 1, Line 46)						
25	Is Line 23 greater than or equal to Line 24 (Yes or No, If No increase annual budget)						

**Analysis 4 -Household Income Index; Is 1.5 percent of Median Household Income +> Cost/ERU?**

26	Median Household Income (Commission estimate or Income survey)						
	Cost/ERC (Line 14 divide by Line 31) or Annual Customer Bill						
29	Is Line 27 greater than or equal to Line 28 (Yes or No, If No go back & raise rates or reduce expenses)						

**CUSTOMER DATA**

30	Median Household Income						
31	Total No. of Equivalent Residential Connections (ERC's) (Enter figure from Worksheet 1, Line 47)						