

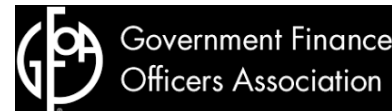


Smart Management for  
Small Water Systems

# Making Money Saving Water

June 28, 2018 | Lubbock, TX

*[www.efcnetwork.org](http://www.efcnetwork.org)*



This program is made possible under a cooperative agreement with the U.S. EPA.





## **About the Environmental Finance Center Network (EFCN)**

The Environmental Finance Center Network (EFCN) is a university-based organization creating innovative solutions to the difficult how-to-pay issues of environmental protection and improvement. The EFCN works with the public and private sectors to promote sustainable environmental solutions while bolstering efforts to manage costs.

## **The Smart Management for Small Water Systems Program**

This program is offered free of charge to all who are interested. The Program Team will conduct activities in every state, territory, and the Navajo Nation. All small drinking water systems are eligible to receive free training and technical assistance.

## **What We Offer**

Individualized technical assistance, workshops, small group support, webinars, eLearning, online tools & resources, blogs





# The Small Systems Program Team

- Environmental Finance Center at The University of North Carolina at Chapel Hill
- Southwest Environmental Finance Center at the University of New Mexico
- Syracuse University Environmental Finance Center
- Environmental Finance Center at Wichita State University
- EFC West
- Environmental Finance Center at the University of Maryland
- New England Environmental Finance Center at the University of Southern Maine
- Great Lakes Environmental Infrastructure Center
- Government Finance Officers Association (GFOA)
- National Association of Development Organizations (NADO)



UNC  
ENVIRONMENTAL  
FINANCE CENTER



SOUTHWEST  
ENVIRONMENTAL  
FINANCE CENTER



Environmental  
Finance  
Center  
*Syracuse University*



WICHITA STATE  
UNIVERSITY  
HUGO WALL SCHOOL  
OF PUBLIC AFFAIRS  
*Environmental Finance Center*



ENVIRONMENTAL  
FINANCE CENTER



Government Finance  
Officers Association

NADO  
NATIONAL ASSOCIATION OF DEVELOPMENT ORGANIZATIONS



# Areas of Expertise



Asset Management



Rate Setting and Fiscal Planning



Communication and Decision-Making Strategies



Water Loss Control



Controlling Energy Costs



Accessing Infrastructure Financing Programs



Workforce Development



Water Conservation Finance and Management



Collaborating with Other Water Systems



Resiliency Planning



Managing Drought




# Small Systems Blog

Learn more about water finance and management through our Small Systems Blog! Blog posts feature lessons learned from our training and technical assistance, descriptions of available tools, and small systems “success stories.”

[efcnetwork.org/small\\_systems\\_blog/](http://efcnetwork.org/small_systems_blog/)

Sign Me Up


**EFcN**  
environmental finance center network

Innovative Finance Solutions for Environmental Services

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> BLOG

Blog




### Magdalena, New Mexico: A Success Story from the Smart Management for Small Water Systems Project

Written by: Allison Perch Allison Perch is a Program Coordinator with the Environmental Finance Center at the University of North Carolina. What can a small town do when the financial health of its water system is at risk? This is the question that Stephanie Finch, the town clerk and treasurer for the ...



### The Virtuous Cycle: Internal Energy Revolving Funds for Small Water Systems

Written by: David Tucker David Tucker is a Project Director with the Environmental Finance Center at the University of North Carolina. How can small (and large) water systems pay for energy efficiency and renewable energy, helping cut utility costs? As energy is often the largest variable expense in a water system's operating ...



### Smart Management for Small Water Systems Program Newsletter | Fall 2015

View Full Issue The Environmental Finance Center Network has published the third issue in a series of quarterly newsletters. The Fall 2015 Program Newsletter announces





SOUTHWEST  
ENVIRONMENTAL  
FINANCE CENTER



SCHOOL OF  
ENGINEERING





# **Understanding Non-Revenue Water**





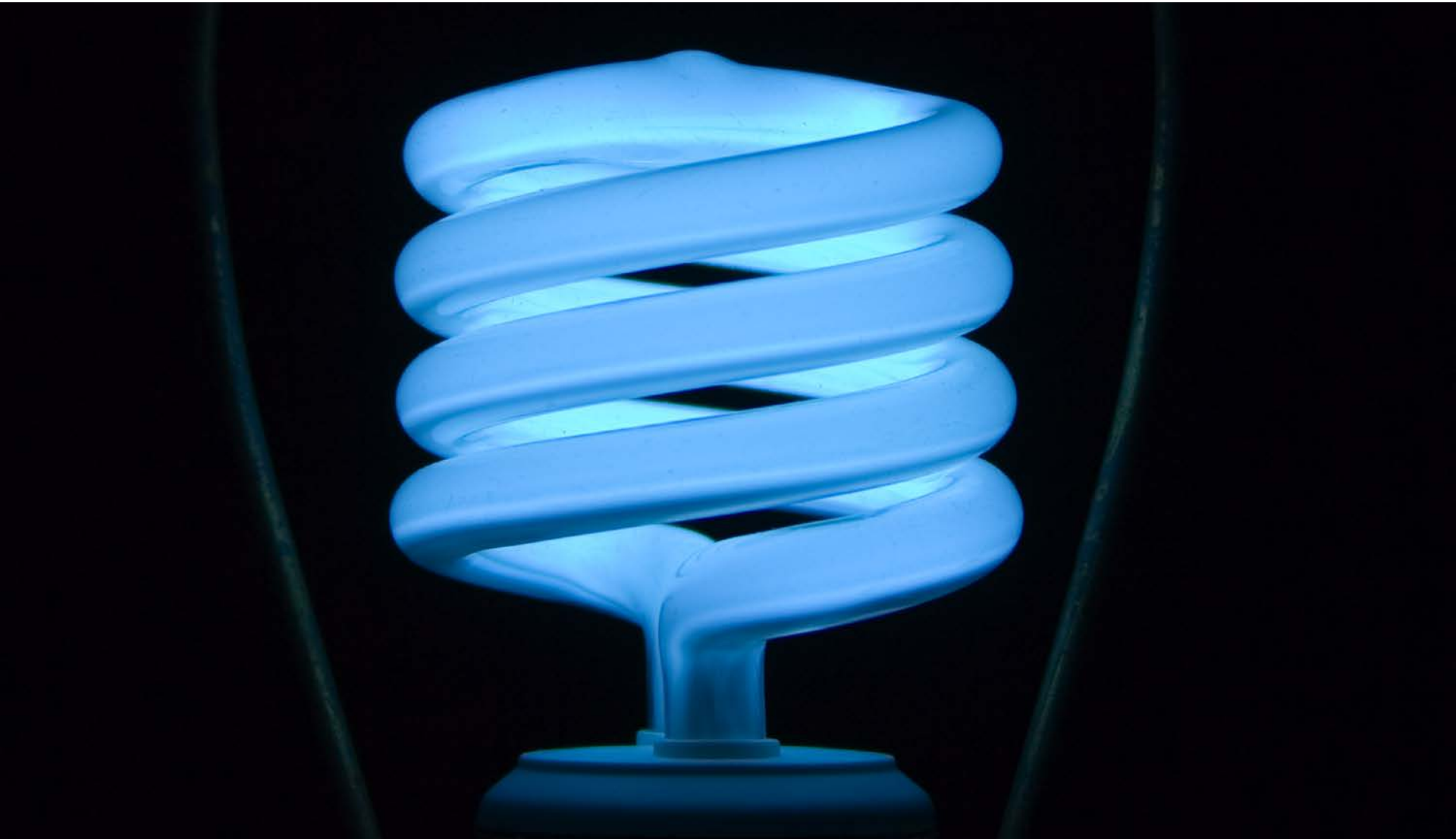
# Understanding the water balance ...







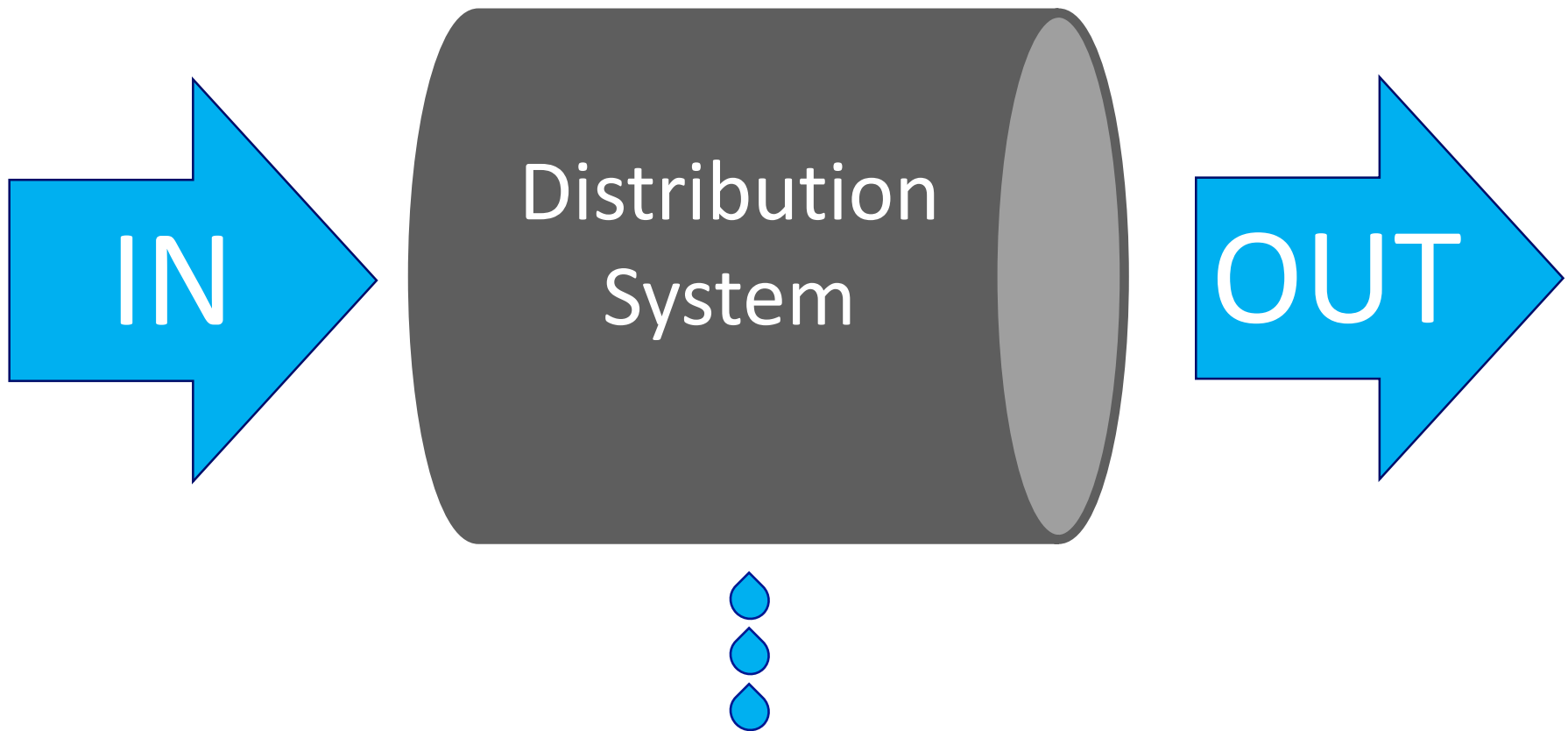
What's the Big Idea?







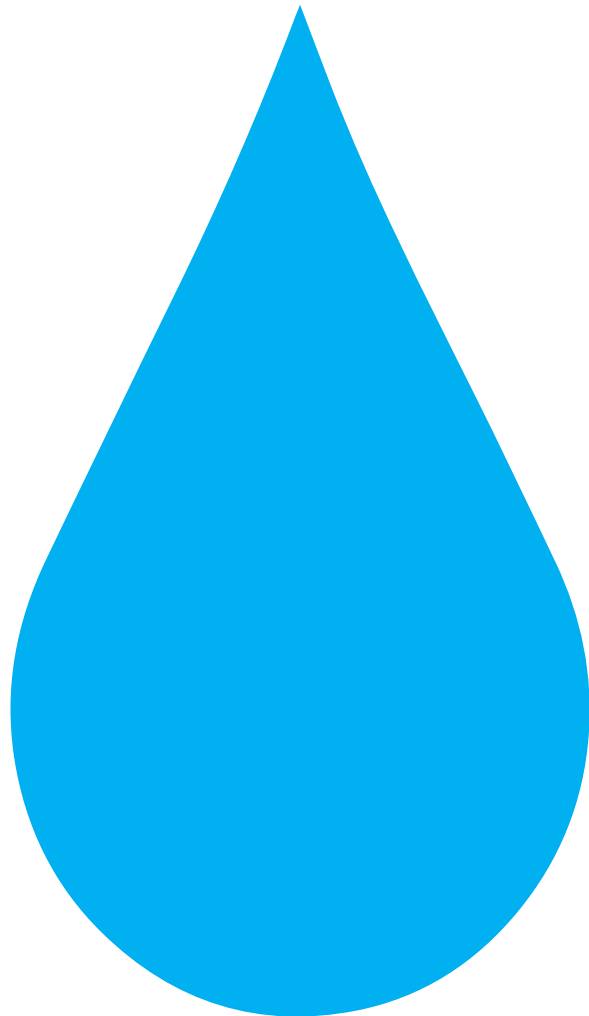
What goes in, comes out ... somewhere







You're either getting paid ...



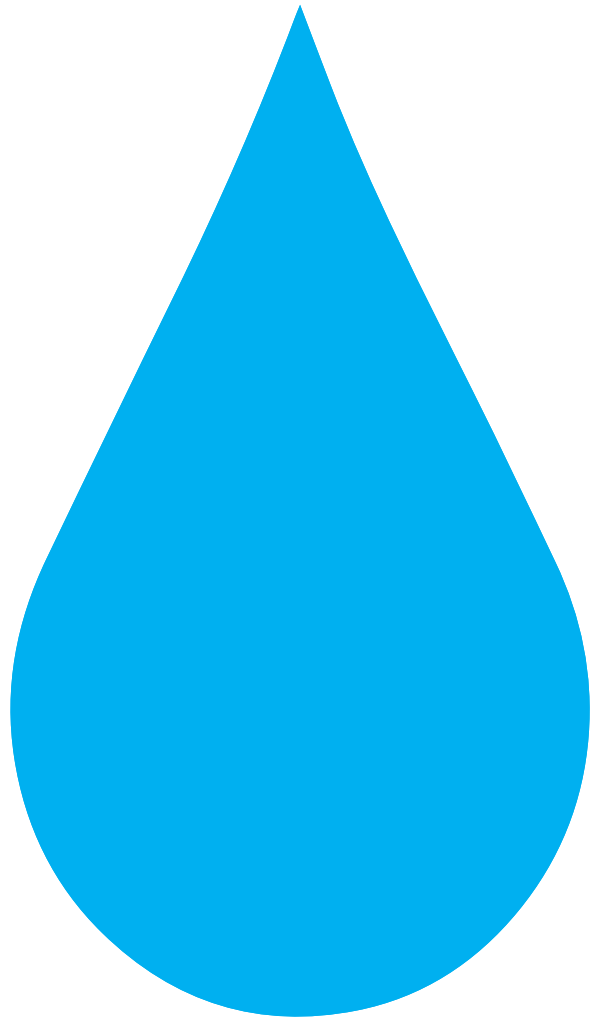
=







Or you're not.



≠







It's a BLUE and GREEN problem ...







It's a **BLUE** and **GREEN** problem ...



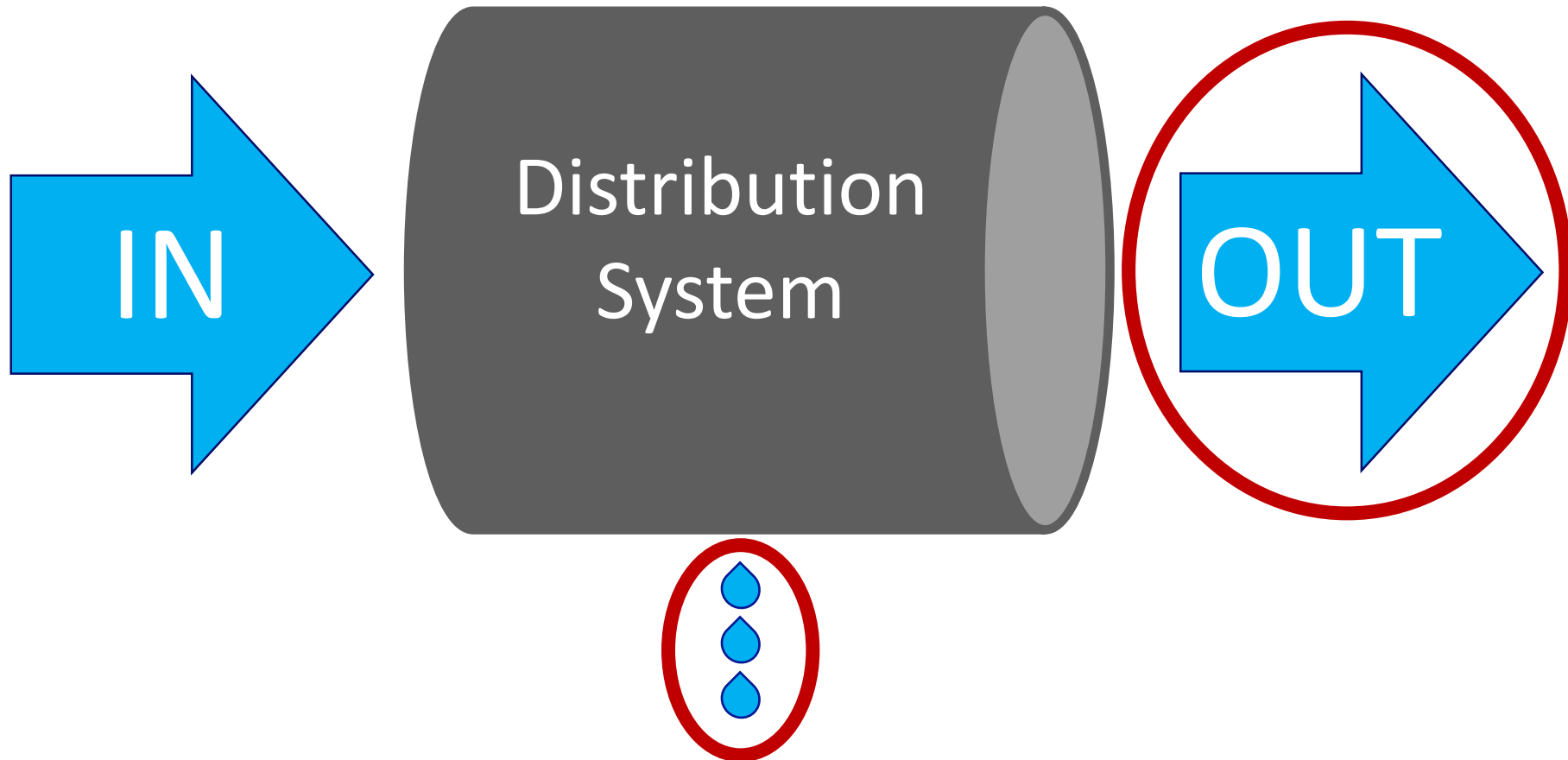
Money that we're not getting but could be.

Water that isn't going where we want it to.





We need a way to estimate:







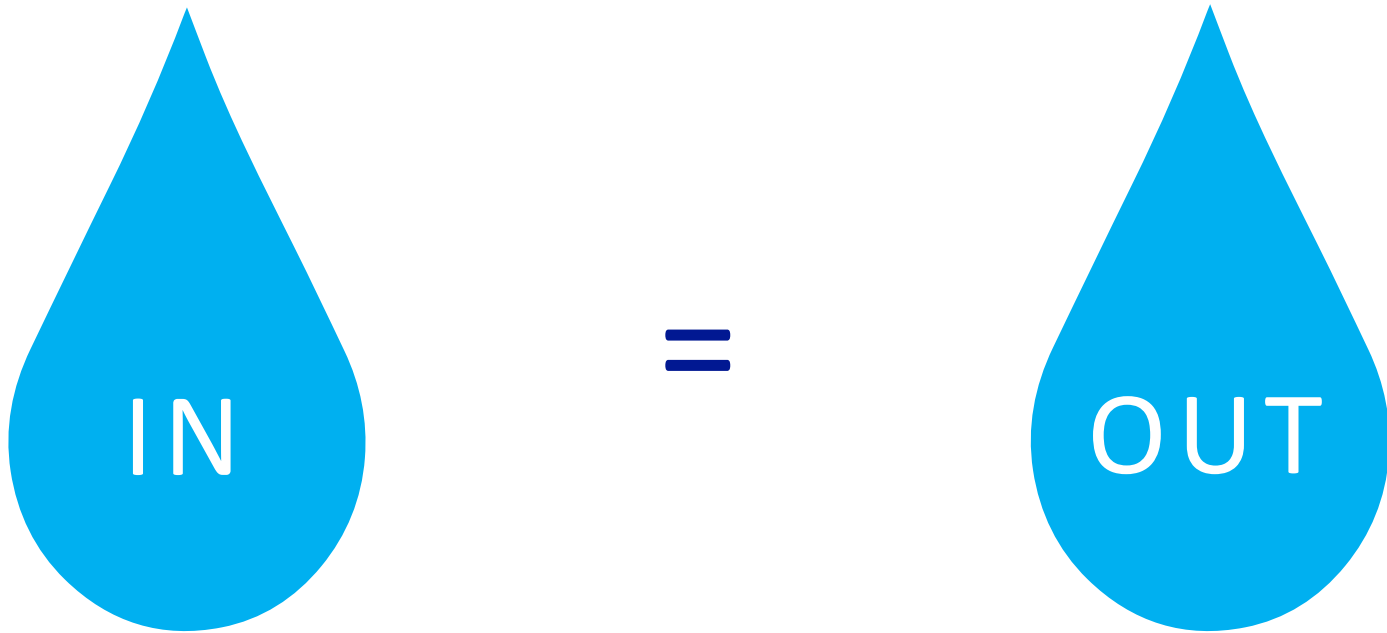
What is the cost of losses?







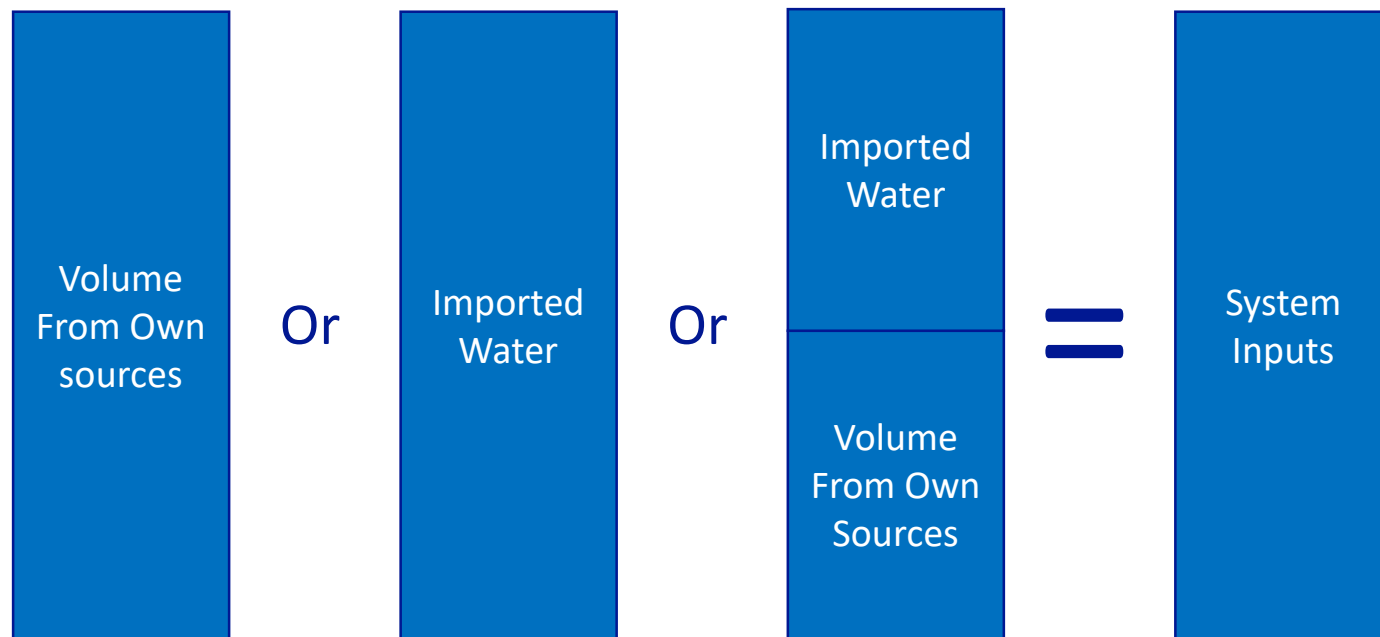
# The Water Balance:







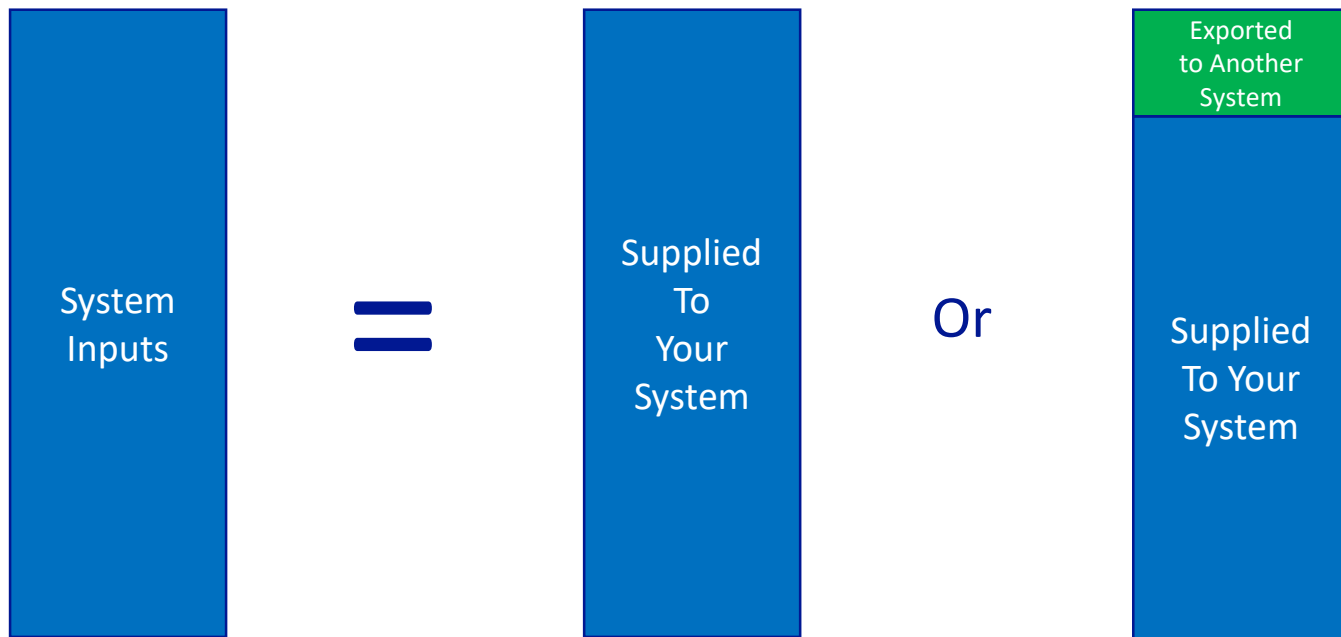
# The Water Balance: System Inputs







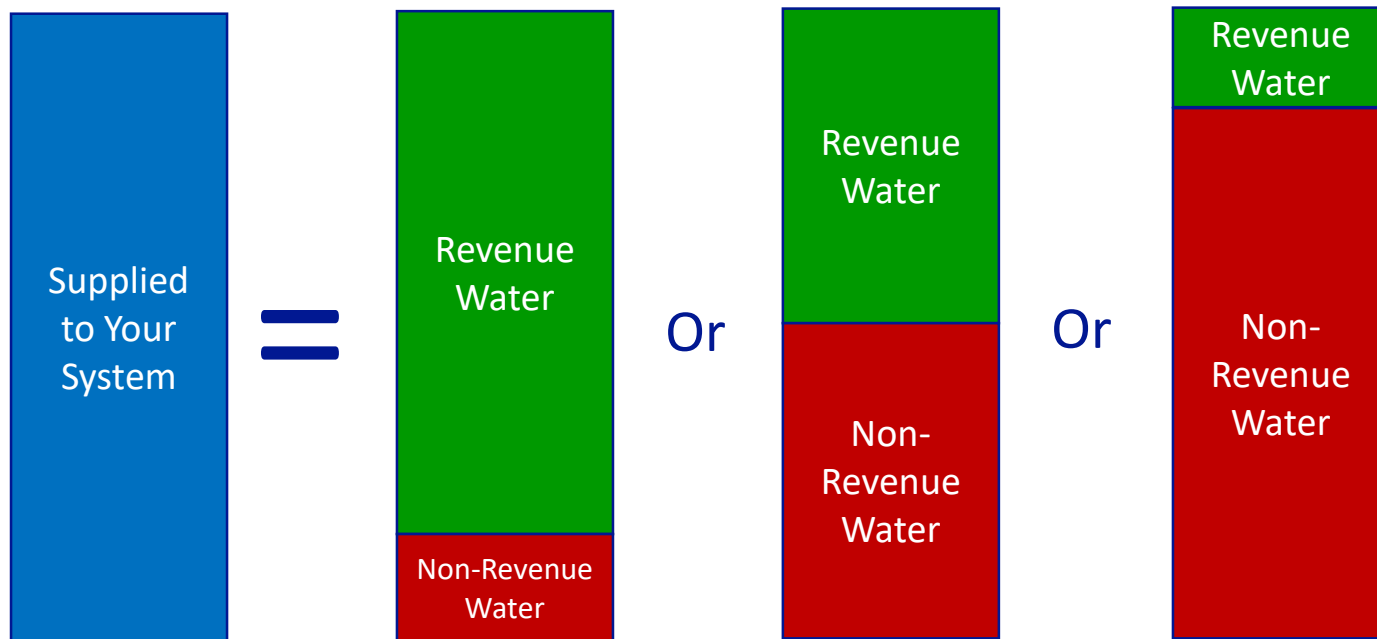
# System Inputs are supplied or exported







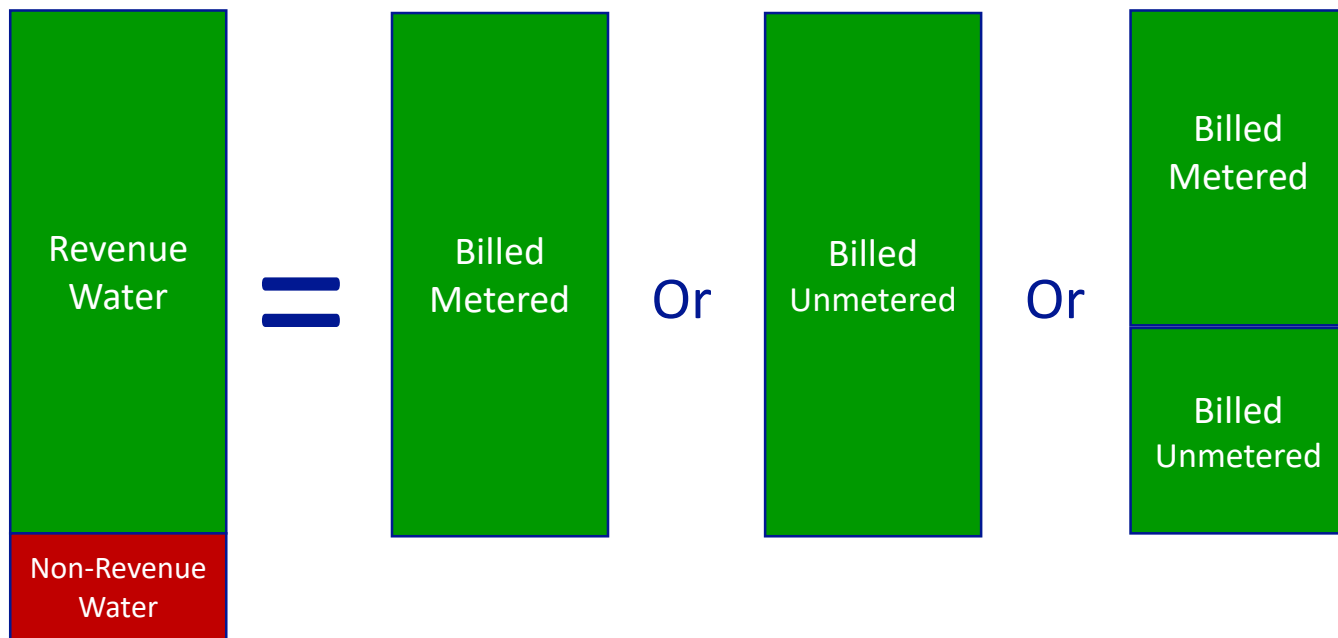
# Water either generates revenue, or not ...







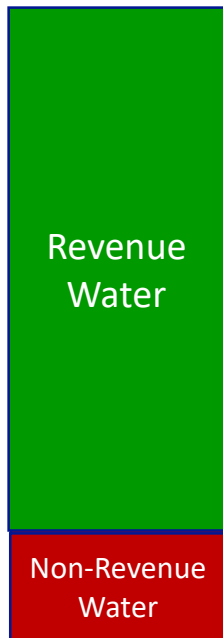
# Revenue Water... Billed & Authorized







# Let's focus on Non-Revenue Water ...







# Non-revenue water has 3 main components



=





# Broken down further...

|                        |
|------------------------|
| Authorized<br>Unbilled |
| Theft &<br>Errors      |
| Real<br>Losses         |

=





# A bit about terminology...

Theft &  
Errors

=

Apparent  
Losses

## NOT PHYSICAL LOSSES

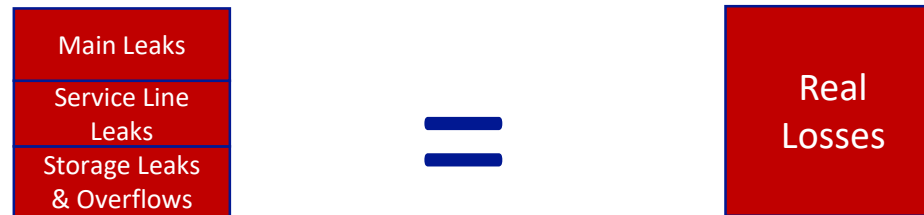
- Water reaches a user
- Volumes are not counted
- Water does not generate revenue

VALUED AT THE PRICE YOU CHARGE CUSTOMERS





# And a bit more ...



## ARE PHYSICAL LOSSES

- Water did not reach a customer
- Difficult if not impossible to measure
- Water does not generate revenue

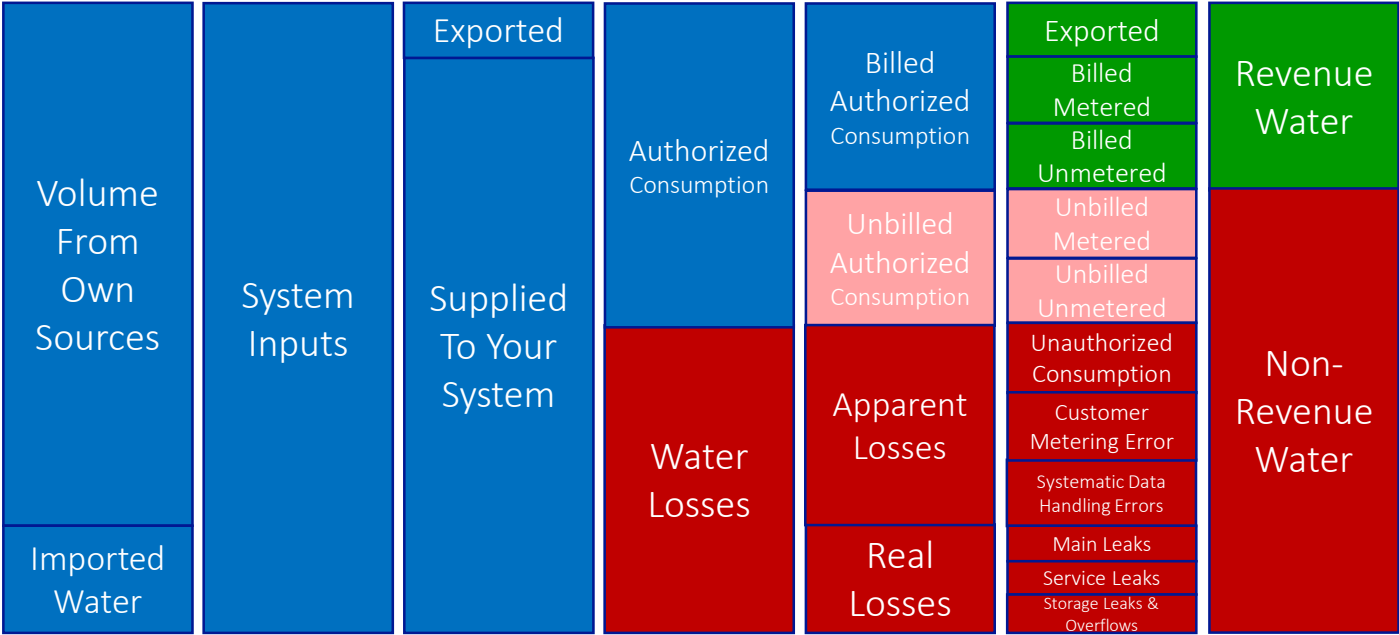
## VALUED AT THE PRICE OF PRODUCTION

You CAN'T directly charge for losses, but all customers pay indirectly





# Put together... in a slightly different order ...







Remember...



Money that we're not getting but could be.

Water that isn't going where we want it to.



# THE AWWA WATER AUDIT SOFTWARE



American Water Works  
Association

Industry Standard (M36)

Free

Excel based

<http://awwa.org/waterlosscontrol>

AWWA Free Water Audit Software:  
Reporting Worksheet

WAS v5.0  
American Water Works Association  
Copyright © 2014. All Rights Reserved.

Water Audit Report for: **Northern San Leandro Combined Water Sewer Storm Utility District (0007900)**  
Reporting Year: **2013** 1/2013 - 12/2013

Please enter data in the white cells below. Where available, metered values should be used; if metered values are unavailable please estimate a value. Indicate your confidence in the accuracy of the input data by grading each component (n/a or 1-10) using the drop-down list to the left of the input cell. Hover the mouse over the cell to obtain a description of the grades

All volumes to be entered as: **MILLION GALLONS (US) PER YEAR**

To select the correct data grading for each input, determine the highest grade where the utility meets or exceeds all criteria for that grade and all grades below it.

Master Meter Error Adjustments

Enter grading in column 'E' and 'J' -----> Pcnt Value:

**WATER SUPPLIED**

Volume from own sources: **5** 1,000.000 MG/Yr  
Water imported: **?** MG/Yr  
Water exported: **1** 100.000 MG/Yr

**WATER SUPPLIED:** **825.000** MG/Yr

**AUTHORIZED CONSUMPTION**

Billed metered: **8** 700.000 MG/Yr  
Billed unmetered: **9** 50.000 MG/Yr  
Unbilled metered: **?** MG/Yr  
Unbilled unmetered: **?** 10.313 MG/Yr

Default option selected for Unbilled unmetered - a grading of 5 is applied but not displayed

**AUTHORIZED CONSUMPTION:** **760.313** MG/Yr

**WATER LOSSES (Water Supplied - Authorized Consumption)** **64.688** MG/Yr

Apparent Losses

Unauthorized consumption: **10** 3.000 MG/Yr

Unauthorized consumption volume entered is greater than the recommended default value

Customer metering inaccuracies: **5** 7.071 MG/Yr  
Systematic data handling errors: **4** 5.000 MG/Yr

**Apparent Losses:** **15.071** MG/Yr

Real Losses (Current Annual Real Losses or CARL)

Real Losses = Water Losses - Apparent Losses: **49.617** MG/Yr

**WATER LOSSES:** **64.688** MG/Yr

**NON-REVENUE WATER**

**NON-REVENUE WATER:** **75.000** MG/Yr

= Water Losses + Unbilled Metered + Unbilled Unmetered

**SYSTEM DATA**

Length of mains: **7** 100.0 miles  
Number of active AND inactive service connections: **6** 1,000  
Service connection density: **?** 10 conn./mile main

Are customer meters typically located at the curbstop or property line? **Yes** (length of service line, beyond the property boundary, that is the responsibility of the utility)

Average length of customer service line: **?**

Average length of customer service line has been set to zero and a data grading score of 10 has been applied

Average operating pressure: **6** 60.0 psi

**COST DATA**

Total annual cost of operating water system: **5** \$1,000.00 \$/Year  
Customer retail unit cost (applied to Apparent Losses): **7** \$3.50 \$/1000 gallons (US)  
Variable production cost (applied to Real Losses): **7** \$3,000.00 \$/Million gallons ☐ Use Customer Retail Unit Cost to value real losses



# Texas Water Development Board

[Home](#) [Board](#) [SWIFT](#) [Financial Assistance](#) [Water Planning](#) [Groundwater](#) [Surface Water](#) [Flood](#) [Conservation](#) [Innovative Water](#)

## Water Loss Audit

[Leak Detection](#) | [Water Loss Audit Resources](#) | [FAQs](#)

### Water Loss Audit (New Users)

### Water Loss Audit (Registered Users)

The Water Loss Audit should be completed online. The online worksheet should be completed by a responsible party and/or a designated user for the utility. To access the Water Loss Audit Worksheet online you must first register by creating a username and password. The New User link will direct you to that page. Once you have created a username and password, you may use the Registered User link to request access to a particular utility. Once access is approved by TWDB staff you will receive a confirmation by email granting access.

#### Best Management Practices

[Agriculture](#)

[Literature](#)

[Resources](#)

[Education](#)

[Outreach](#)

[Municipal](#)

- [Water Conservation Plans](#)
- [Water Conservation Plan ~ Utility Profile](#)

[www.twdb.texas.gov/conservation/municipal/waterloss/index.asp](http://www.twdb.texas.gov/conservation/municipal/waterloss/index.asp)





## DATA CATEGORIES:







Water supplied to your system



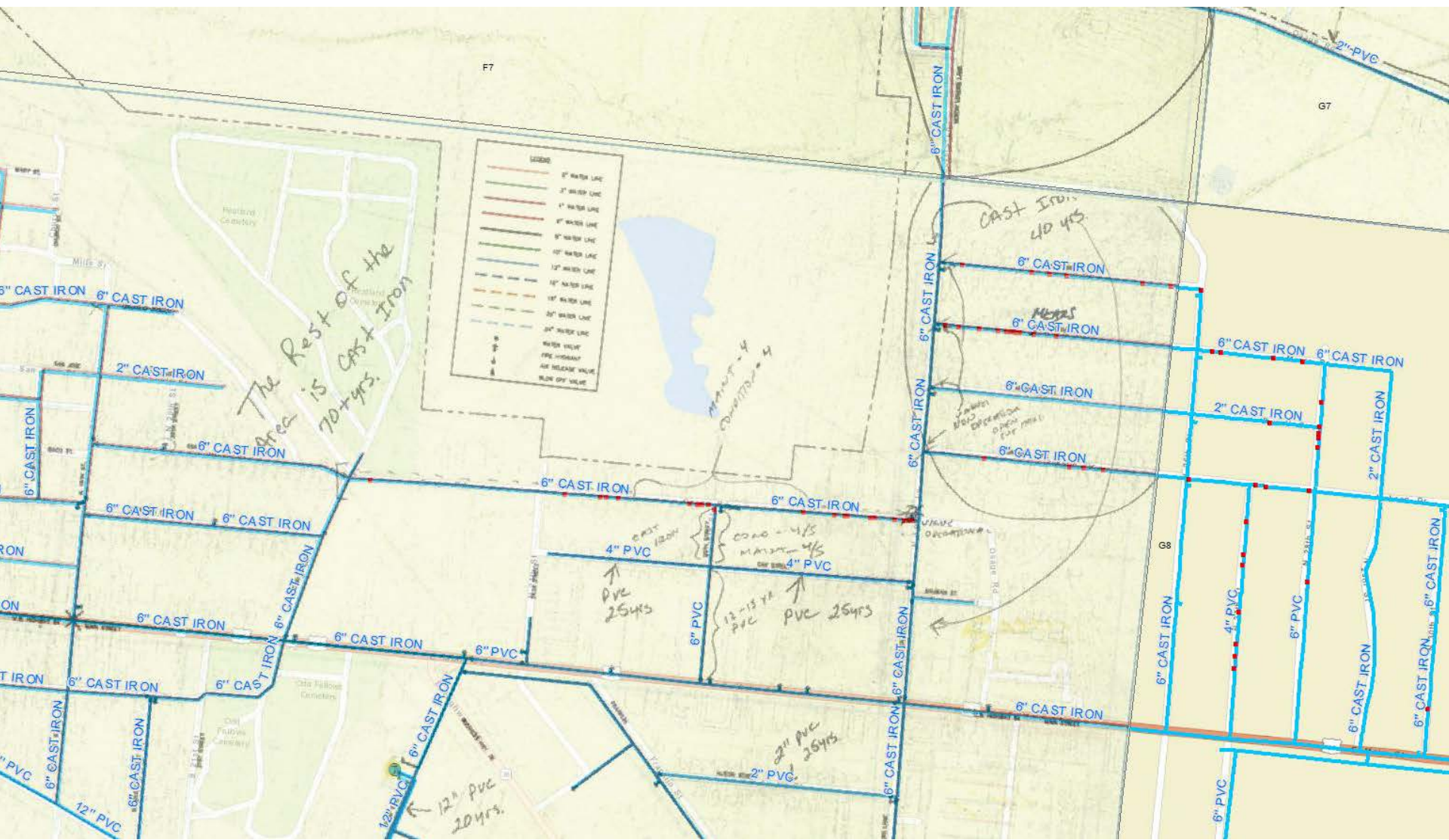


Water supplied to customers





# System characteristics







## Financial information







## Other information







With this data you can calculate Non-Revenue Water





# Setting Parameters

Audit Timeframe:

# 2017

The Audit covers a 1 year period

Can be calendar or fiscal year

Pick one and stick with it

|  |  |  |  |
|--|--|--|--|
| <strong>JANUARY</strong><br><small>SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY</small><br>1 2 3 4 5 6 7<br>8 9 10 11 12 13 14<br>15 16 17 18 19 20 21<br>22 23 24 25 26 27 28<br>29 30 31 | <strong>FEBRUARY</strong><br><small>SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY</small><br>1 2 3 4<br>5 6 7 8 9 10 11<br>12 13 14 15 16 17 18<br>19 20 21 22 23 24 25<br>26 27 28         | <strong>MARCH</strong><br><small>SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY</small><br>1 2 3 4<br>5 6 7 8 9 10 11<br>12 13 14 15 16 17 18<br>19 20 21 22 23 24 25<br>26 27 28 29 30 31   | <strong>APRIL</strong><br><small>SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY</small><br>1<br>2 3 4 5 6 7 8<br>9 10 11 12 13 14 15<br>16 17 18 19 20 21 22<br>23 24 25 26 27 28 29<br>30       |
| <strong>MAY</strong><br><small>SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY</small><br>1 2 3 4 5 6<br>7 8 9 10 11 12 13<br>14 15 16 17 18 19 20<br>21 22 23 24 25 26 27<br>28 29 30 31     | <strong>JUNE</strong><br><small>SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY</small><br>1 2 3<br>4 5 6 7 8 9 10<br>11 12 13 14 15 16 17<br>18 19 20 21 22 23 24<br>25 26 27 28 29 30       | <strong>JULY</strong><br><small>SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY</small><br>1<br>2 3 4 5 6 7 8<br>9 10 11 12 13 14 15<br>16 17 18 19 20 21 22<br>23 24 25 26 27 28 29<br>30 31 | <strong>AUGUST</strong><br><small>SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY</small><br>1 2 3 4 5<br>6 7 8 9 10 11 12<br>13 14 15 16 17 18 19<br>20 21 22 23 24 25 26<br>27 28 29 30 31      |
| <strong>SEPTEMBER</strong><br><small>SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY</small><br>1 2<br>3 4 5 6 7 8 9<br>10 11 12 13 14 15 16<br>17 18 19 20 21 22 23<br>24 25 26 27 28 29 30  | <strong>OCTOBER</strong><br><small>SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY</small><br>1 2 3 4 5 6 7<br>8 9 10 11 12 13 14<br>15 16 17 18 19 20 21<br>22 23 24 25 26 27 28<br>29 30 31 | <strong>NOVEMBER</strong><br><small>SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY</small><br>1 2 3 4<br>5 6 7 8 9 10 11<br>12 13 14 15 16 17 18<br>19 20 21 22 23 24 25<br>26 27 28 29 30   | <strong>DECEMBER</strong><br><small>SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY</small><br>1 2<br>3 4 5 6 7 8 9<br>10 11 12 13 14 15 16<br>17 18 19 20 21 22 23<br>24 25 26 27 28 29 30<br>31 |





# Setting Parameters

Audit Boundaries:

The Audit covers a specific area

Can be whole system or part

Have defined entry & exit points







# Setting Parameters

Consistent Units of Measure:

Use Millions of Gallons, or

Megaliters, or

Acre Feet







Considerations:







START SOMEWHERE  
AND  
DO WHAT YOU CAN





COLLABO  
-RATION





Is the data you  
obtain going to be  
completely  
accurate?



*Why or why not?*





# Data Grades



*When you know better you do better.*

*~ Maya Angelou*



# Data Grade Entry ...

AWWA Free Water Audit Software: **Reporting Worksheet** WAS v5.0  
American Water Works Association.  
Copyright © 2014, All Rights Reserved.

Water Audit Report for: **Watertown USA Water Treatment Works (XXXXYYY)**  
Reporting Year: **2014** **1/2014 - 12/2014**

Please enter data in the white cells below. Where available, metered values should be used; if metered values are unavailable please estimate a value. Indicate your confidence in the accuracy of the input data by grading each component (n/a or 1-10) using the drop-down list to the left of the input cell. Hover the mouse over the cell to obtain a description of the grades

All volumes to be entered as: **MILLION GALLONS (US) PER YEAR**

To select the correct data grading for each input, determine the highest grade where the utility meets or exceeds all criteria for that grade and all grades below

**WATER SUPPLIED**

Volume from own sources:  95.206 MG/Yr  
Water imported:  MG/Yr  
Water exported:  MG/Yr

**WATER SUPPLIED:** **95.151** MG/Yr

**AUTHORIZED CONSUMPTION**

Billed metered:  80.408 MG/Yr  
Billed unmetered:  0.048 MG/Yr  
Unbilled metered:  1.250 MG/Yr  
Unbilled unmetered:  1.450 MG/Yr

Unbilled Unmetered volume entered is greater than the recommended def

**AUTHORIZED CONSUMPTION:** **83.156** MG/Yr

**WATER LOSSES (Water Supplied - Authorized Consumption)** **14.995** MG/Yr

**Apparent Losses**

Master Meter and Supply Error Adjustments

|                                       | Pcnt:                         | Value:                        |
|---------------------------------------|-------------------------------|-------------------------------|
| <input type="text" value="2"/> -3.00% | <input type="text" value=""/> | <input type="text" value=""/> |
| <input type="text" value=""/>         | <input type="text" value=""/> | <input type="text" value=""/> |
| <input type="text" value=""/>         | <input type="text" value=""/> | <input type="text" value=""/> |

Enter negative % or value for under-registration  
Enter positive % or value for over-registration

Click here:  for help using option buttons below

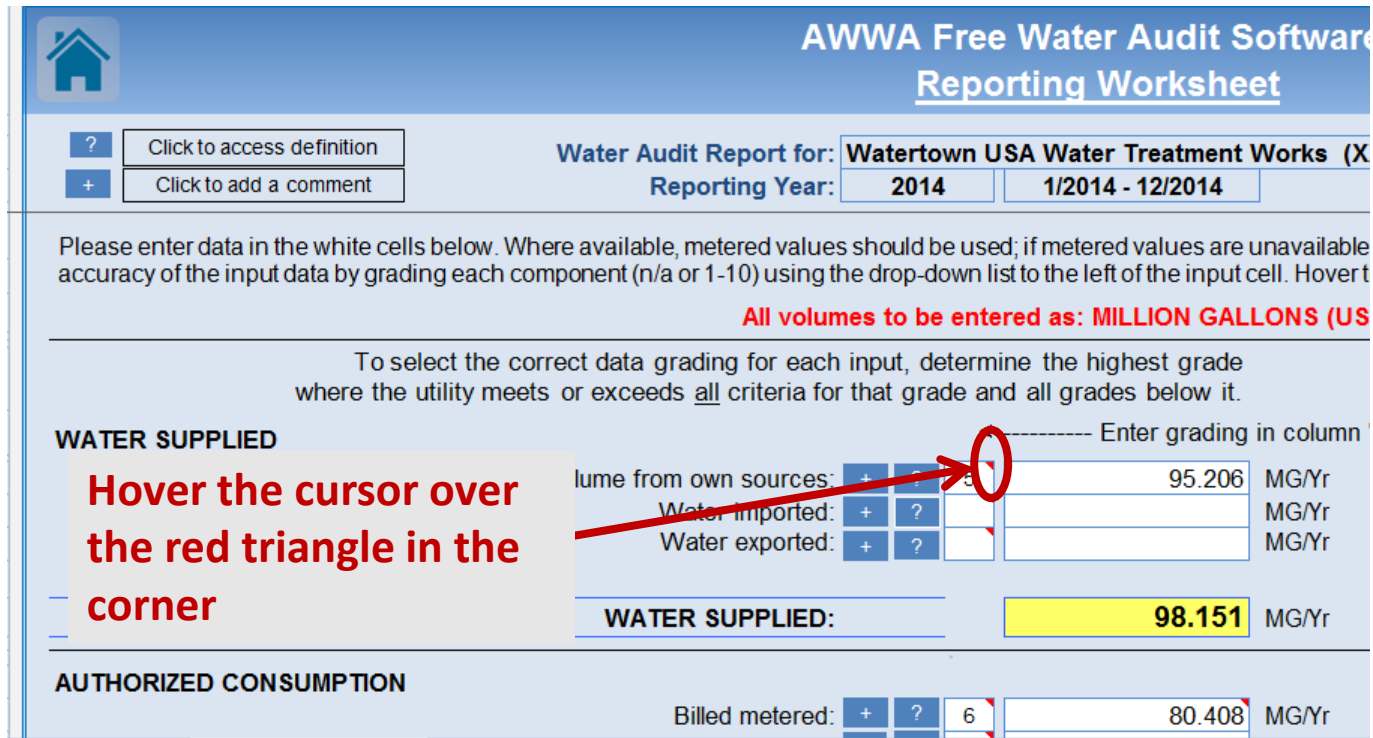
supplied OR value

Instructions Reporting Worksheet Performance Indicators Comments Water Balance Dashboard Grading Matrix Service Connection Diagram

**Data Grades**



# What Grade Should I Use?



The screenshot shows the 'AWWA Free Water Audit Software Reporting Worksheet' interface. At the top, there's a header with a home icon and the title. Below the header, there are two buttons: a question mark icon with 'Click to access definition' and a plus icon with 'Click to add a comment'. The main title 'Water Audit Report for: Watertown USA Water Treatment Works (X)' is displayed, followed by the 'Reporting Year: 2014' and a date range '1/2014 - 12/2014'. A paragraph of instructions follows, stating that data should be entered in white cells and that metered values should be used where available. A red text note says 'All volumes to be entered as: MILLION GALLONS (US)'. Below this, a section titled 'WATER SUPPLIED' contains a text box with the instruction 'Hover the cursor over the red triangle in the corner' and a table of input fields. The table has three rows: 'Volume from own sources', 'Water imported', and 'Water exported'. Each row has a plus icon, a question mark icon, and a text input field. A red arrow points to the question mark icon in the first row. To the right of the table, there's a text input field with the value '95.206' and the unit 'MG/Yr'. Below the table, there's a summary row 'WATER SUPPLIED:' with a yellow background and the value '98.151' and the unit 'MG/Yr'. At the bottom, there's a section titled 'AUTHORIZED CONSUMPTION' with a row 'Billed metered:' containing a plus icon, a question mark icon, a text input field with the value '6', and a text input field with the value '80.408' and the unit 'MG/Yr'.

AWWA Free Water Audit Software  
Reporting Worksheet

Water Audit Report for: **Watertown USA Water Treatment Works (X)**  
Reporting Year: **2014** **1/2014 - 12/2014**

Please enter data in the white cells below. Where available, metered values should be used; if metered values are unavailable, accuracy of the input data by grading each component (n/a or 1-10) using the drop-down list to the left of the input cell. Hover the cursor over the red triangle in the corner of the input cell to see the drop-down list.

**All volumes to be entered as: MILLION GALLONS (US)**

To select the correct data grading for each input, determine the highest grade where the utility meets or exceeds all criteria for that grade and all grades below it.

**WATER SUPPLIED**

Enter grading in column

|                          |   |   |   |        |       |
|--------------------------|---|---|---|--------|-------|
| Volume from own sources: | + | ? | 0 | 95.206 | MG/Yr |
| Water imported:          | + | ? |   |        | MG/Yr |
| Water exported:          | + | ? |   |        | MG/Yr |

**WATER SUPPLIED:** **98.151** MG/Yr

**AUTHORIZED CONSUMPTION**

Billed metered: + ? 6 80.408 MG/Yr



# What Grade Should I Use?

For each data grading for each input, determine the highest grade that meets or exceeds all criteria for that grade and all grades below

Master Meter and Supply Error Adjustments

Enter grading in column 'E' and 'J'

Percent Value:

|   |   |   |   |   |
|---|---|---|---|---|
| Water from own sources:                                 | + | ? | 5 | <b>n/a (not applicable).</b> Select this grading only if the water utility purchases/imports all of its water resources (i.e. has no sources of its own)<br><b>1.</b> Less than 25% of water production sources are metered, remaining sources are estimated. No regular meter accuracy testing or electronic calibration conducted.<br><b>2.</b> 25% - 50% of treated water production sources are metered; other sources estimated. No regular meter accuracy testing or electronic calibration conducted.<br><b>3.</b> Conditions between 2 and 4<br><b>4.</b> 50% - 75% of treated water production sources are metered, other sources estimated. Occasional meter accuracy testing or electronic calibration conducted.<br><b>5.</b> Conditions between 4 and 6<br><b>6.</b> At least 75% of treated water production sources are metered, or at least 90% of the source flow is derived from metered sources. Meter accuracy testing and/or electronic calibration of related instrumentation is conducted annually. Less than 25% of tested meters are found outside of +/- 6% accuracy.<br><b>7.</b> Conditions between 6 and 8<br><b>8.</b> 100% of treated water production sources are metered, meter accuracy testing and electronic calibration of related instrumentation is conducted annually, less than 10% of meters are found outside of +/- 6% accuracy<br><b>9.</b> Conditions between 8 and 10<br><b>10.</b> 100% of treated water production sources are metered, meter accuracy testing and electronic calibration of related instrumentation is conducted semi-annually, with less than 10% found outside of +/- 3% accuracy. Procedures are reviewed by a third party knowledgeable in the M36 methodology. |
| Water imported:   | + | ? |   |   |
| Water exported:   | + | ? |   |   |
| <b>WATER SUPPLIED:</b>                                  |   |   |   |   |
| Billed metered:   | + | ? | 6 |   |
| Billed unmetered:                                       | + | ? | 8 |   |
| Unbilled metered:                                       | + | ? | 1 |   |
| Unbilled unmetered:                                     | + | ? | 2 |   |
| Unmetered volume entered is greater than metered volume |   |   |   |   |
| <b>PERMITS CONSUMPTION:</b>                             | ? |   |   |   |

The Data Grades will show up in a pop-up box.

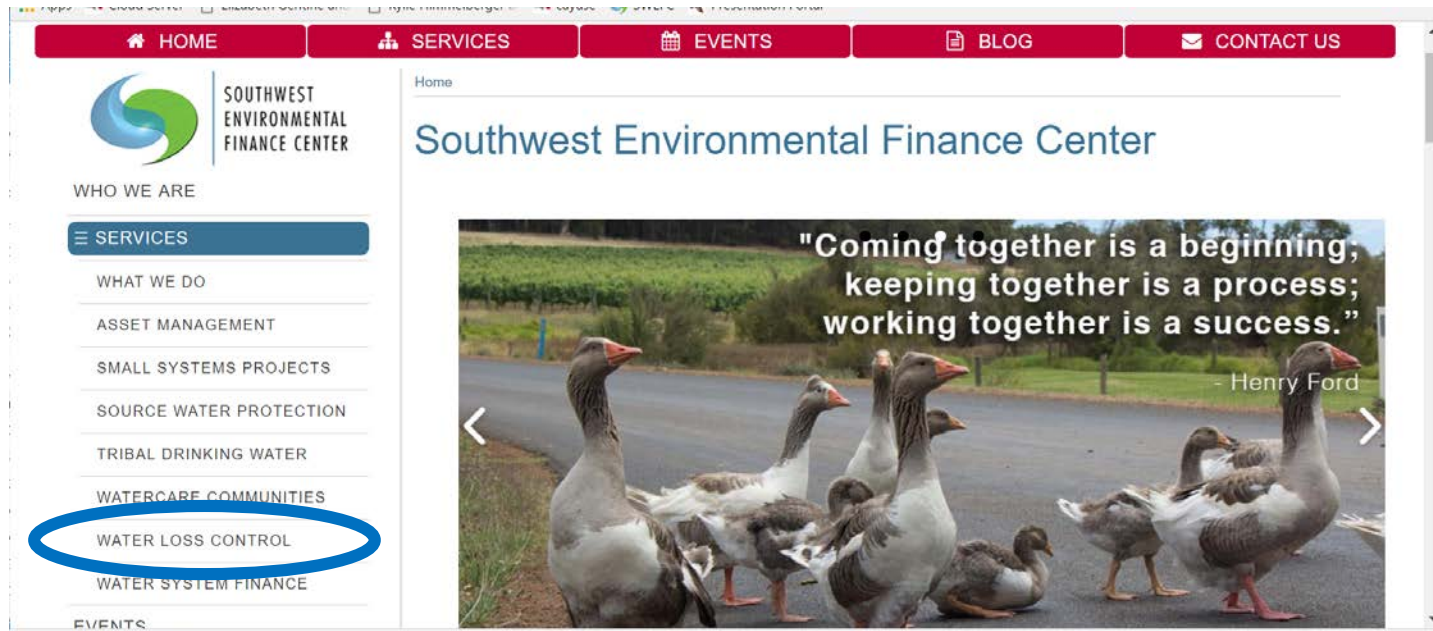


# An Easier Way ...

| Volume from own sources |   |   |
|-------------------------|---|---|
| GRADE                   | ✓ | DESCRIPTION   |
| n/a                     |   | Select this grading only if the water utility purchases/imports all of its water resources (i.e. has no sources of its own)                                   |
| 1                       |   | Less than 25% of water production sources are metered, remaining sources are estimated.   |
|                         |   | No regular meter accuracy testing or electronic calibration conducted.  |
| 2                       |   | 25% - 50% of treated water production sources are metered; other sources estimated.   |
|                         |   | No regular meter accuracy testing or electronic calibration conducted.  |
| 3                       |   | Conditions between 2 and 4  |
| 4                       |   | 50% - 75% of treated water production sources are metered, other sources estimated.   |
|                         |   | Occasional meter accuracy testing or electronic calibration conducted   |
| 5                       |   | Conditions between 4 and 6  |
| 6                       |   | At least 75% of treated water production sources are metered, or at least 90% of the source flow is derived from metered sources.                             |
|                         |   | Meter accuracy testing and/or electronic calibration of related instrumentation is conducted annually.  |
|                         |   | Less than 25% of tested meters are found outside of +/- 6% accuracy.  |
| 7                       |   | Conditions between 6 and 8  |
| 8                       |   | 100% of treated water production sources are metered,   |
|                         |   | Meter accuracy testing and electronic calibration of related instrumentation is conducted annually,   |
|                         |   | Less than 10% of meters are found outside of +/- 6% accuracy  |
| 9                       |   | Conditions between 8 and 10   |
| 10                      |   | 100% of treated water production sources are metered,   |
|                         |   | Meter accuracy testing and electronic calibration of related instrumentation is conducted semi-annually, with less than 10% found outside of +/- 3% accuracy. |
|                         |   | Procedures are reviewed by a third party knowledgeable in the M36 methodology   |

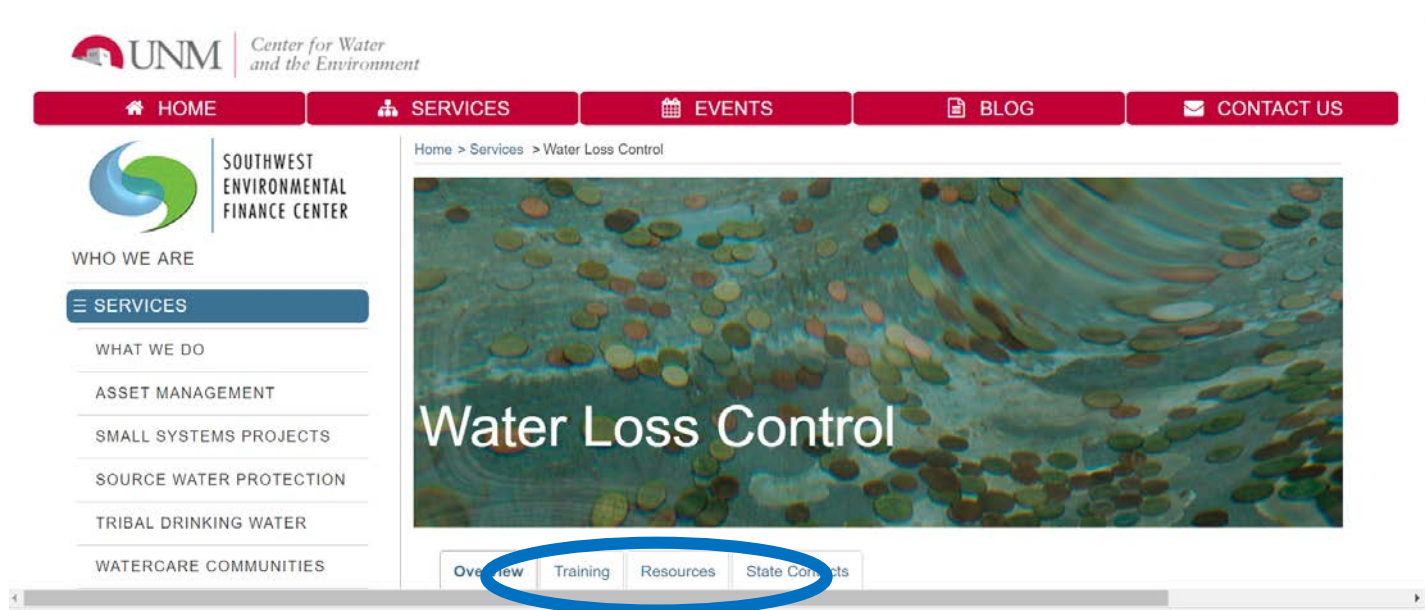


# An Easier Way ...





# An Easier Way ...





# An Easier Way ...

Apps

Cloud Server

Elizabeth Gentine and

Kylie Himmelberger

cayuse

SWEFC

Presentation Portal

Recent Posts

Regulations: Love 'em or Hate 'em,  
Common Sense or Overreach  
Are You Paying Too Much? Understanding  
your energy rate schedules  
Toxic Water – Our Responsibility  
Have you seen the electric bill?  
Asset Management

Events Calendar

<< Mar 2017 >>

M T W T F S S

27 28 1 2 3 4 5

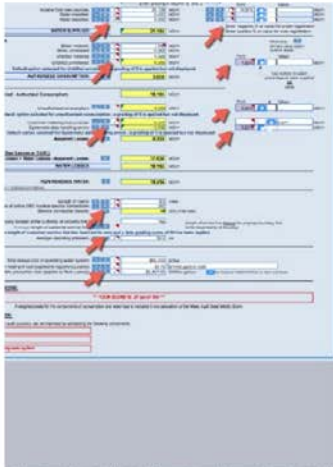
6 7 8 9 10 11 12

13 14 15 16 17 18 19

20 21 22 23 24 25 26

27 28 29 30 31 1 2


Water Audit Data Grading Sheets



A significant component of the water loss Water Audit Software is data grading. As you will see when you review the AWWA Water Audit software, each data input and output you report in the software is graded for reliability on a scale of 1-10. However, due to the software's Excel format, the data grading criteria are somewhat difficult to read in the spreadsheet. For your convenience we have reproduced the grading criteria and instructions for each input in a Word Document, which can be downloaded [HERE](#).


To select the correct data grading for each input, determine the highest grade where the utility meets or exceeds all criteria for that grade and all grades below.

The data grades will be entered in columns E and J of the worksheet in cells denoted with a red triangle in their upper right hand corners as shown in the image at the left. Click on the image to expand.






# A New (Beta) Grading Tool ...

|    | A   | B   | C   | D                             |  |  |
|----|---|---|---|-------------------------------|--|--|
| 1  |  |   | <b>WATER LOSS AUDIT DATA VALIDITY WORKSHEET</b>                     |                               |  |  |
| 2  |   |   |   |                               | BETA Ver. 0.4 Date: 4/12/2017<br>ADAPTED FROM THE AWWA WATER AUDIT SOFTWARE 2016 |  |
| 3  |   |   |   |                               |  |  |
| 4  |   |   |   |                               |  |  |
| 5  | <b>DV01 VOLUME FROM OWN SOURCES:</b>  |   |   |                               |  |  |
| 6  | <b>No.</b>  | <b>Question</b>   | <b>Answer (Select most appropriate answer from pull down menu):</b> |                               |  |  |
| 7  | 1   | Does your utility import/purchase ALL of it's water supply (i.e.utility has no sources of its own)  |   |                               |  |  |
| 8  | 2   | What percentage of your water production sources are metered?                                       |   |                               |  |  |
| 9  | 3   | How often are the meters tested and/or calibrated for accuracy?                                     |   |                               |  |  |
| 10 | 4   | If you test your meters, how accurate are they?   |   |                               |  |  |
| 11 | 5   | Are your procedures reviewed by a 3rd party knowledgeable about M36 methodology?                    |   |                               |  |  |
| 12 |   |   |   | <b>Data Validity Score: 0</b> |  |  |
| 13 |   |   |   |                               |  |  |
| 14 | <b>DV02 VOLUME FROM OWN SOURCES MASTER METER AND SUPPLY ERROR ADJUSTMENT:</b>     |   |   |                               |  |  |
| 15 | <b>No.</b>  | <b>Question</b>   | <b>Answer (Select most appropriate answer from pull down menu):</b> |                               |  |  |
| 16 | 1   | Are your sources of supply metered?   |   |                               |  |  |
| 17 | 2   | How are tank/storage elevation changes employed in calculating 'volume from own sources' component? |   |                               |  |  |
| 18 | 3   | How is your production supply volume logged and reviewed?   |   |                               |  |  |
| 19 | 4   | How and when is source meter data adjusted to account for error?                                    |   |                               |  |  |
| 20 | 5   | N/A - Leave answer field blank  |   |                               |  |  |
| 21 |   |   |   | <b>Data Validity Score: 0</b> |  |  |



# A New (Beta) Grading Tool ...

|    | A   | B   | C   | D                               |
|----|---|---|---|---------------------------------|
| 1  |  | <b>WATER LOSS AUDIT DATA VALIDITY WORKSHEET</b>   |   |                                 |
| 2  |   |   |   |                                 |
| 3  |   |   |   |                                 |
| 4  | BETA Ver. 0.4 Date: 4/12/2017<br>ADAPTED FROM THE AWWA WATER AUDIT SOFTWARE 2016  |   |   |                                 |
| 5  | <b>DV01 VOLUME FROM OWN SOURCES:</b>  |   |   |                                 |
| 6  | <b>No.</b>  | <b>Question</b>   | <b>Answer (Select most appropriate answer from pull down menu):</b> |                                 |
| 7  | 1   | Does your utility import/purchase ALL of it's water supply (i.e. utility has no sources of its own) | 1 - Yes (SKIP REST OF QUESTION 1 AND PROCEED TO DV03)               |                                 |
| 8  | 2   | N/A - Leave answer field blank  |   |                                 |
| 9  | 3   | N/A - Leave answer field blank  |   |                                 |
| 10 | 4   | N/A - Leave answer field blank  |   |                                 |
| 11 | 5   | N/A - Leave answer field blank  |   |                                 |
| 12 |   |   |   | <b>Data Validity Score:</b> N/A |
| 13 |   |   |   |                                 |
| 14 | <b>DV02 VOLUME FROM OWN SOURCES MASTER METER AND SUPPLY ERROR ADJUSTMENT:</b>     |   |   |                                 |
| 15 | <b>No.</b>  | <b>Question</b>   | <b>Answer (Select most appropriate answer from pull down menu):</b> |                                 |
| 16 | 1   | N/A - Leave answer field blank  |   |                                 |
| 17 | 2   | N/A - Leave answer field blank  |   |                                 |
| 18 | 3   | N/A - Leave answer field blank  |   |                                 |
| 19 | 4   | N/A - Leave answer field blank  |   |                                 |
| 20 | 5   | N/A - Leave answer field blank  |   |                                 |
| 21 |   |   |   | <b>Data Validity Score:</b> N/A |







## Be Honest About Grading

**1** **hon·est** \ˈä-nəst\ *adj* [ME, fr. AF, fr. L *honestus* honorable, fr. *honos*, *honor* honor] **1** : free from deception : TRUTHFUL; *also* : GENUINE, REAL **2** : REPUTABLE **3** : CREDITABLE <an ~ day's work> **4** : marked by integrity **5** : FRANK ♦ **Synonyms** UPRIGHT, JUST, CONSCIENTIOUS, HONORABLE — **hon·est·ly** *adv* — **hon·es·ty** \-nə-stē\ *n*  
**2** **honest** *adv* : HONESTLY; *also* : with all

The right data grade accurately reflects your practices.



# Overall Data Validity Score



AWWA Free Water Audit Software:  
Reporting Worksheet

WAS v5.0  
American Water Works Assoc  
Copyright © 2014, All Rights Res

? Click to access definition  
+ Click to add a comment

Water Audit Report for: Watertown USA Water Treatment Works (XXXXXXXXXX)  
Reporting Year: 2014 1/2014 - 12/2014

---

**WATER AUDIT DATA VALIDITY SCORE:**

\*\*\* YOUR SCORE IS: 49 out of 100 \*\*\*

A weighted scale for the components of consumption and water loss is included in the calculation of the Water Audit Data Validity Score

**PRIORITY AREAS FOR ATTENTION:**

Based on the information provided, audit accuracy can be improved by addressing the following components:


- 1: Volume from own sources
- 2: Unbilled metered
- 3: Customer metering inaccuracies

**Your Data  
Validity Score**



# Overall Data Validity Score

| A | B | C | D | E | F | G | H | I | J | K | L | M | N | O |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|



## AWWA Free Water Audit Software: Reporting Worksheet

WAS  
American WaterWorks A  
Copyright © 2014, All Right

?

Click to access definition

+

Click to add a comment

Water Audit Report for:

Reporting Year:

### COST DATA

|   |              |              |              |   |  |
|---|--------------|--------------|--------------|---|--|
| Total annual cost of operating water system:            | <div>+</div> | <div>?</div> | <div>4</div> | <input type="text" value="\$400,000"/>  | <input type="text" value="\$/Year"/>   |
| Customer retail unit cost (applied to Apparent Losses): | <div>+</div> | <div>?</div> | <div>1</div> | <input type="text" value="\$2.00"/>     | <input type="text" value="\$/1000 gallons (US)"/>  |
| Variable production cost (applied to Real Losses):      | <div>+</div> | <div>?</div> | <div>1</div> | <input type="text" value="\$2,000.00"/> | <input type="text" value="\$/Million gallons"/> <input type="checkbox"/> Use Customer Retail Unit Cost to value real losses: |

Retail costs are less than (or equal to) production costs; please review and correct if necessary

### WATER AUDIT DATA VALIDITY SCORE:

Add a grading value for 2 parameter(s) to enable an audit score to be calculated

### PRIORITY AREAS FOR ATTENTION:

Based on the information provided, audit accuracy can be improved by addressing the following components:

1: Volume from own sources


2: Billed metered


3: Billed unmetered

If you miss any grades you will get a message



# What Response To Low Scores?



 AWWA Free Water Audit Software:  
Reporting Worksheet

WAS v5.1  
American Water Works Association  
Copyright © 2014, All Rights Reserved

? Click to access definition  
+ Click to add a comment

Water Audit Report for: Watertown USA Water Treatment Works (XXXXXXXXXX)  
Reporting Year: 2014 1/2014 - 12/2014

---

**WATER AUDIT DATA VALIDITY SCORE:**

\*\*\* YOUR SCORE IS: 49 out of 100 \*\*\*

A weighted scale for the components of consumption and water loss is included in the calculation of the Water Audit Data Validity Score

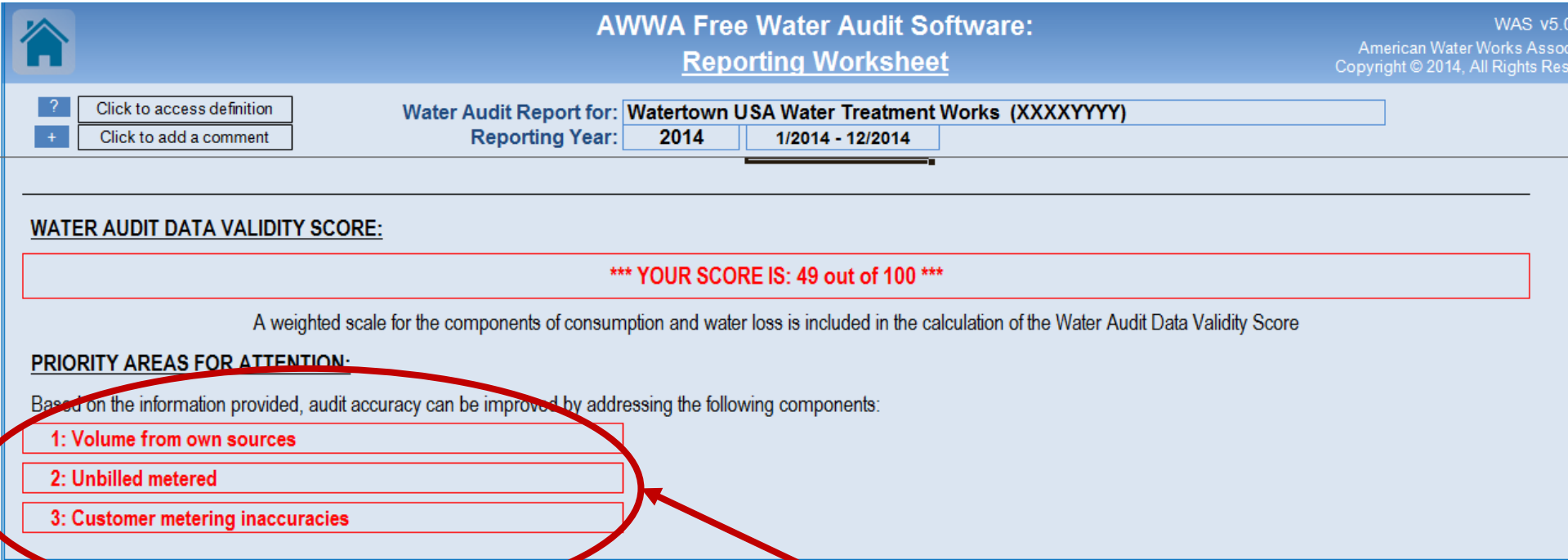
**PRIORITY AREAS FOR ATTENTION:**

Based on the information provided, audit accuracy can be improved by addressing the following components:


- 1: Volume from own sources
- 2: Unbilled metered
- 3: Customer metering inaccuracies



# Overall Data Validity Score



The screenshot displays the AWWA Free Water Audit Software Reporting Worksheet. At the top, the title 'AWWA Free Water Audit Software: Reporting Worksheet' is centered. To the right, the version 'WAS v5.0' and copyright information 'American Water Works Association Copyright © 2014, All Rights Reserved' are visible. The main form area contains a header with a home icon, a help button, and a comment button. The report details show 'Water Audit Report for: Watertown USA Water Treatment Works (XXXXXXXXXX)' and 'Reporting Year: 2014' with a date range of '1/2014 - 12/2014'. Below this, the 'WATER AUDIT DATA VALIDITY SCORE:' section displays '\*\*\* YOUR SCORE IS: 49 out of 100 \*\*\*'. A note explains that a weighted scale for consumption and water loss is included in the calculation. The 'PRIORITY AREAS FOR ATTENTION:' section states that audit accuracy can be improved by addressing the following components: 1: Volume from own sources, 2: Unbilled metered, and 3: Customer metering inaccuracies. These three items are listed in a table and are circled in red, with a red arrow pointing from the text 'Priority Areas for Increasing Validity Score' to the circle.

| AWWA Free Water Audit Software:<br>Reporting Worksheet  |   | WAS v5.0<br>American Water Works Association<br>Copyright © 2014, All Rights Reserved                 |
|---|---|---|
|    | <input type="button" value="Click to access definition"/> | Water Audit Report for: <input type="text" value="Watertown USA Water Treatment Works (XXXXXXXXXX)"/> |
| <input type="button" value="Click to add a comment"/>   | Reporting Year: <input type="text" value="2014"/>         | <input type="text" value="1/2014 - 12/2014"/>   |
| <hr/>   |   |   |
| <b>WATER AUDIT DATA VALIDITY SCORE:</b>   |   |   |
| <div>*** YOUR SCORE IS: 49 out of 100 ***</div>   |   |   |
| A weighted scale for the components of consumption and water loss is included in the calculation of the Water Audit Data Validity Score |   |   |
| <b>PRIORITY AREAS FOR ATTENTION:</b>  |   |   |
| Based on the information provided, audit accuracy can be improved by addressing the following components:                               |   |   |
| 1: Volume from own sources  |   |   |
| 2: Unbilled metered   |   |   |
| 3: Customer metering inaccuracies   |   |   |

**Priority Areas for  
Increasing  
Validity Score**



# Grading Matrix For Action

| AWWA Free Water Audit Software: <u>Grading Matrix</u>   |   |  |   |                            |   |                            |  |                            |   |                             |
|---|---|--|---|----------------------------|---|----------------------------|--|----------------------------|---|-----------------------------|
| American Water Works Association  |   |  |   |                            |   |                            |  |                            |   |                             |
| The grading assigned to each audit component and the corresponding recommended improvements and actions are highlighted in yellow. Audit accuracy is likely to be improved by prioritizing those items shown in red   |   |  |   |                            |   |                            |  |                            |   |                             |
| Grading >>>   | n/a   | 1  | 2   | 3                          | 4   | 5                          | 6  | 7                          | 8   | 9                           |
| WATER SUPPLIED  |   |  |   |                            |   |                            |  |                            |   |                             |
| Volume from own sources:  | Select this grading only if the water utility purchases/imports all of its water resources (i.e. has no sources of its own) | Less than 25% of water production sources are metered, remaining sources are estimated. No regular meter accuracy testing or electronic calibration conducted.   | 25% - 50% of treated water production sources are metered; other sources estimated. No regular meter accuracy testing or electronic calibration conducted.  | Conditions between 2 and 4 | 50% - 75% of treated water production sources are metered, other sources estimated. Occasional meter accuracy testing or electronic calibration conducted.  | Conditions between 4 and 6 | At least 75% of treated water production sources are metered, or at least 90% of the source flow is derived from metered sources. Meter accuracy testing and/or electronic calibration of related instrumentation is conducted annually. Less than 25% of tested meters are found outside of +/- 6% accuracy.  | Conditions between 6 and 8 | 100% of treated water production sources are metered, meter accuracy testing and electronic calibration of related instrumentation is conducted annually, less than 10% of meters are found outside of +/- 6% accuracy  | Conditions between 8 and 10 |
| Improvements to attain higher data grading for "Volume from own Sources" component:   |   | to qualify for 2:<br>Organize and launch efforts to collect data for determining volume from own sources   | to qualify for 4:<br>Locate all water production sources on maps and in the field, launch meter accuracy testing for existing meters, begin to install meters on unmetered water production sources and replace any obsolete/defective meters   |                            | to qualify for 6:<br>Formalize annual meter accuracy testing for all source meters; specify the frequency of testing. Complete installation of meters on unmetered water production sources and complete replacement of all obsolete/defective meters.  |                            | to qualify for 8:<br>Conduct annual meter accuracy testing and calibration of related instrumentation on all meter installations on a regular basis. Complete project to install new, or replace defective existing, meters so that entire production meter population is metered. Repair or replace meters outside of +/- 6% accuracy.                                |                            | to qualify for 10:<br>Maintain annual meter accuracy testing and calibration related instrumentation for all meter installations. Replace meters outside of +/- 3% accuracy. Investigate meter technology; pilot one or more replacements with innovative meters in attempt to further improve meter accuracy.                                      |                             |
| Volume from own sources master meter and supply error adjustment:   | Select n/a only if the water utility fails to have meters on its sources of supply  | Inventory information on meters and paper records of measured volumes exist but are incomplete and/or in a very crude condition; data error cannot be determined | No automatic datalogging of production volumes; daily readings are scribed on paper records without any accountability controls. Flows are not balanced across the water distribution system; tank/storage elevation changes are not employed in calculating the "Volume from own sources" component and archived flow data | Conditions between 2 and 4 | Production meter data is logged automatically in electronic format and reviewed at least on a monthly basis with necessary corrections implemented. "Volume from own sources" tabulations include estimate of daily changes in tanks/storage facilities. Meter data is adjusted when gross data errors occur on occasional meter testing. | Conditions between 4 and 6 | Hourly production meter data logged automatically & reviewed on at least a weekly basis. Data is adjusted to correct gross error when meter/instrumentation equipment malfunction is detected; and/or error is confirmed by meter accuracy testing. Tank/storage facility elevation changes are automatically used in calculating a balanced "Volume from own sources" | Conditions between 6 and 8 | Continuous production meter data is logged automatically & reviewed each business day. Data is adjusted to correct gross error from detected meter/instrumentation equipment malfunction and/or results of meter accuracy testing. Tank/storage facility elevation changes are automatically used in "Volume from own sources" tabulations and data | Conditions between 8 and 10 |
| <div> <div>Instructions</div> <div>Reporting Worksheet</div> <div>Performance Indicators</div> <div>Comments</div> <div>Water Balance</div> <div>Dashboard</div> <div>Grading Matrix</div> <div>Service Connection Diagram</div> <div>...</div> <div>+</div> <div>-</div> <div>80%</div> </div> |   |  |   |                            |   |                            |  |                            |   |                             |

## Action Items For Improving Individual Grades



# WHAT TO DO NEXT: LOOK AT THE TOOLBOX





| Helps to Address   | The Toolbox (Basic)  | Cost Range |
|--|--|------------|
| Data Validity, Data Results Out of Range                         | 1 - Validation of supply & consumption volumes; Look for Data Grade Improvements | Low-Mid    |
| Validity, Billed Unmetered Use, Unbilled Unmetered Use           | 2 - Estimating and tracking unmetered use  | Low        |
| Validity   | 3 – Master Meter Annual Testing Program  | Low - Mid  |
| Validity; Other Benefits Related to Asset Inventory & Management | 4 – Mapping the System   | Low - Mid  |
| Authorized, Unbilled usage                                       | 5 – Review Policies & Procedures for unbilled customers                          | Low        |
| Authorized, Unbilled Use   | 7 - Installing meters on unmetered connections                                   | Mid        |
| Unbilled unmetered   | 6 - Unidirectional flushing program  | Low        |
| Customer metering inaccuracy                                     | 8 - Meter testing & replacement  | Mid-High   |
| Unauthorized Use   | 9 - Theft Deterrence   | Low - Mid  |
| Systematic Data Handling Errors                                  | 10 - Billing system audit  | Low-Mid    |
| Real Losses  | 11 – Collecting & Analyzing Break Data   | Low        |
| Real Losses  | 12 - Improve speed/quality of repairs  | Low        |
| Real Losses  | 13 - Locate & eliminate pressure transients (surges, water hammer)               | Low-Mid    |
| Real Losses  | 14 – Night Flow Analysis   | Mid        |
| Real Losses  | 15 - Reduce peak and overall pressure  | Mid-High   |
| Real Losses: Leakage on Mains                                    | 16 – Main Replacement  | High       |
| Real Losses: Leakage on Services                                 | 17 – Service Replacement   | Mid - High |
| Real Losses: Unreported Leaks                                    | 18 - Acoustic leak survey  | Mid        |
| Real Losses: Overflows and Leakage on Storage Tanks              | 19 – Tank Management, Data Collection, & Inspection                              | Low        |



If you take the time to  
do a water audit and  
check the data there  
are cost benefits to  
doing it.





What I  
LEARNED

What can you do at  
your own facility





Don't Let what you  
can't do stop you from  
doing what you can do.





Questions?







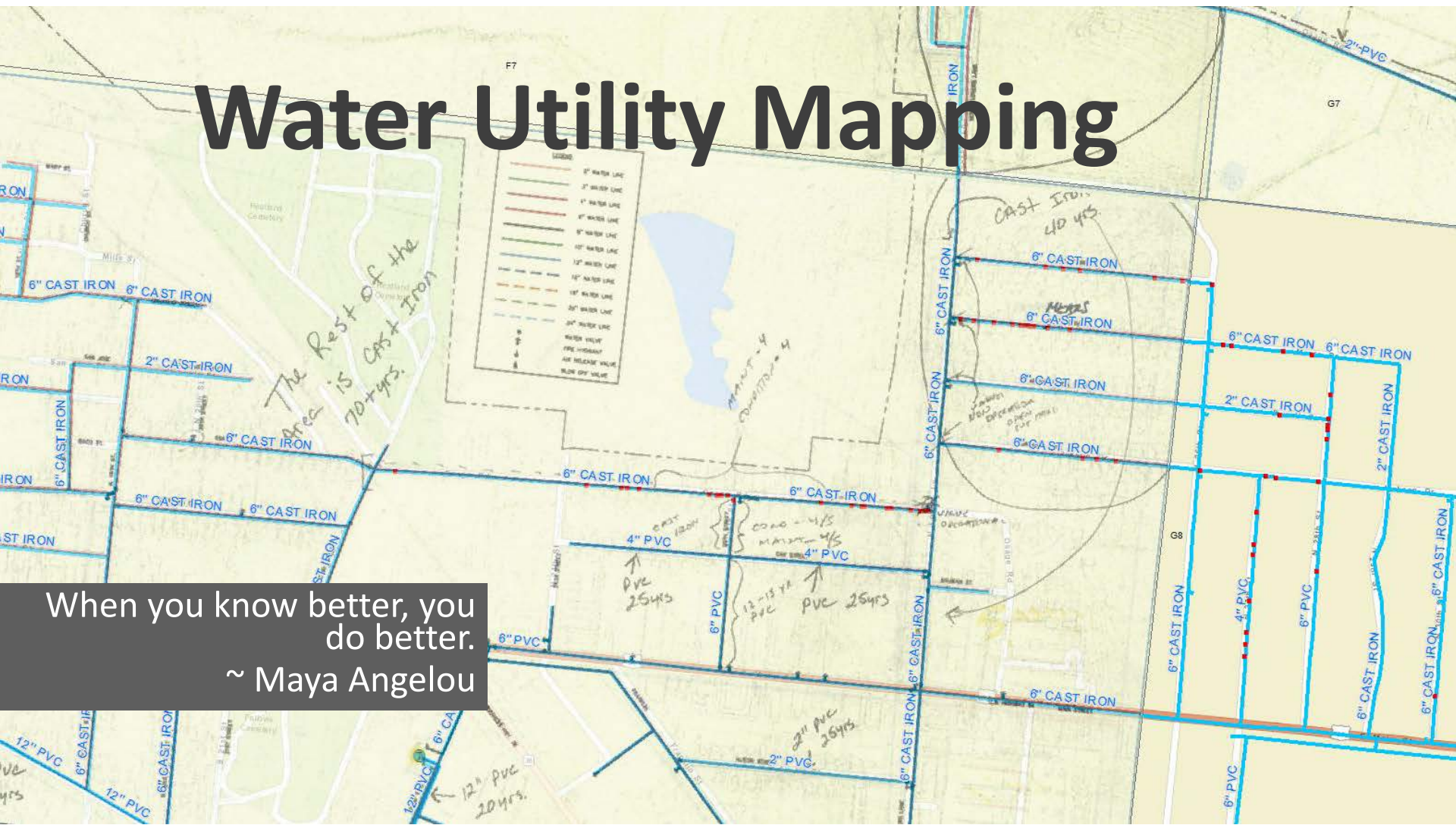
Break time ...







# Water Utility Mapping

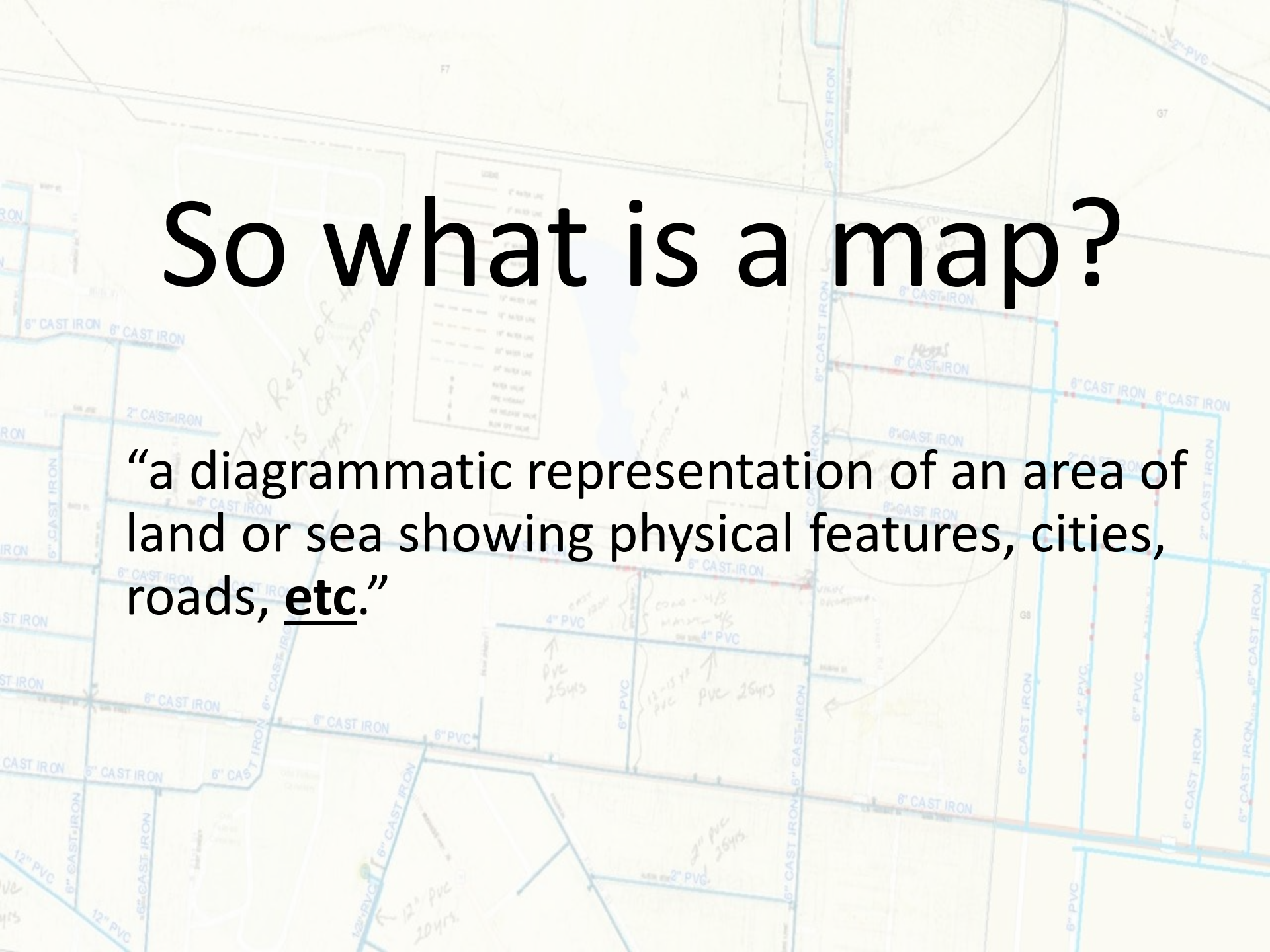


When you know better, you do better.  
~ Maya Angelou

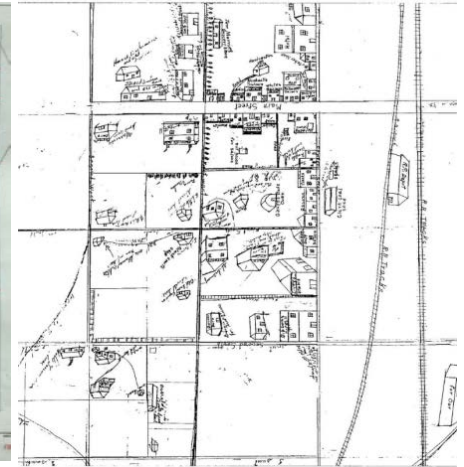
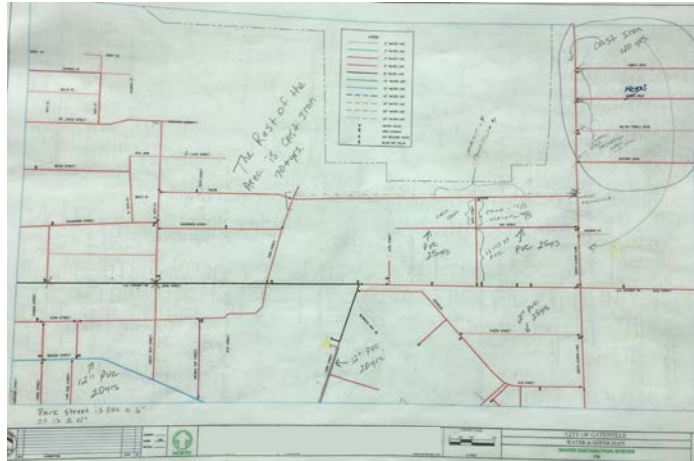
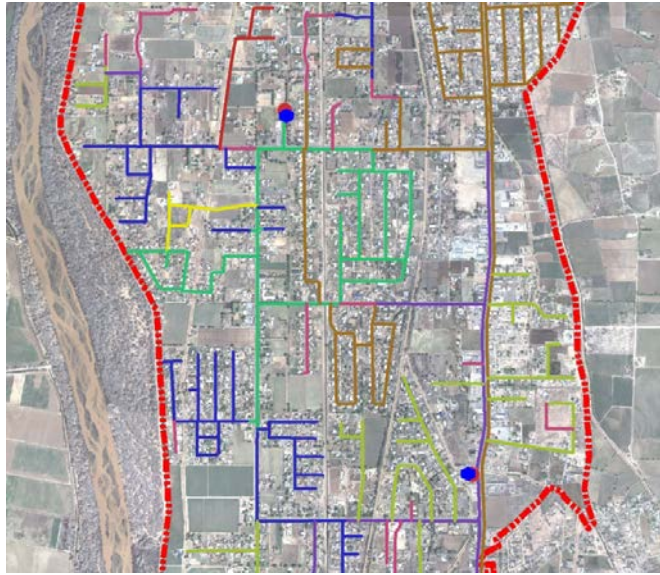


# So what is a map?

“a diagrammatic representation of an area of land or sea showing physical features, cities, roads, etc.”







**ALL TYPES OF MAPS CAN  
BE USEFUL**





We tend to think of maps in terms of:

What & Where

So, let's start with them.



# What assets do you own?





Which would be helpful on a map?  
Start with things that will help you the most.





You most  
likely have a  
lot more data to  
start with than  
you think you  
do





Be on the look  
out between  
"what you  
know" and  
"what you  
think you  
know"





## CONSIDERATIONS:

Some data wasn't generated for mapping.

It may be great for its intended purpose but...

there will be issues/anomalies/inaccuracy/concerns.

Over time you can change how you collect data.



# Where?



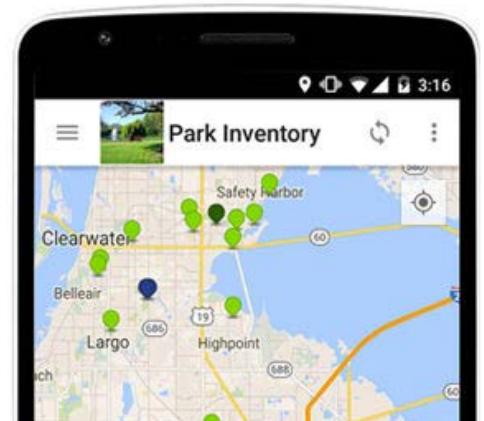
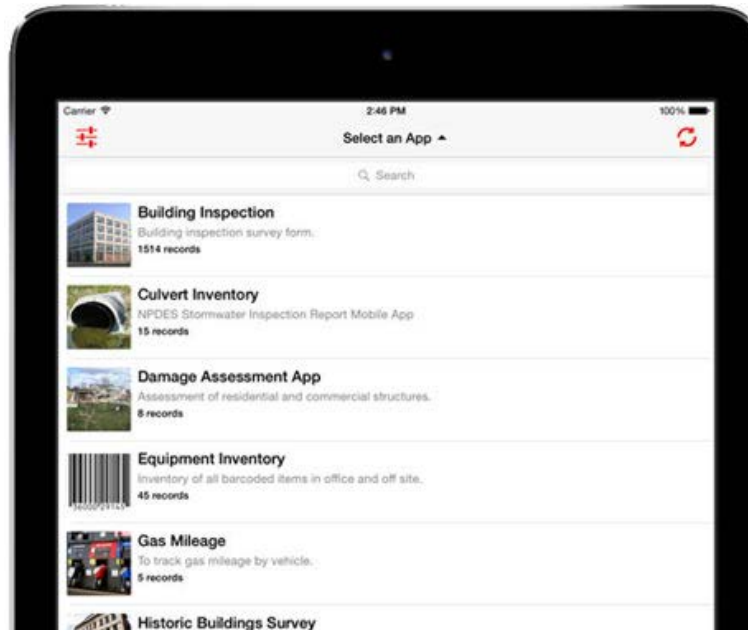


D A T A

How can you collect it?



# Equipment & Software: How to choose





# Apps – many choices







# MAPPING IS ABOUT PROCESS











## Example options:

Operational status?

Pressure?

Acceptable usage?

Condition?

Is it part of flushing program?

What's the testing schedule?

What's the hydrant color?

What does the color mean?

Is it locked?

Who has keys?







## Break Data:

- Real Water Loss Control
- Capital Improvement planning
- Prioritizing Pipe Replacement
- Estimating Condition & Useful Life



# What other data can we consider?







# Getting started

An example







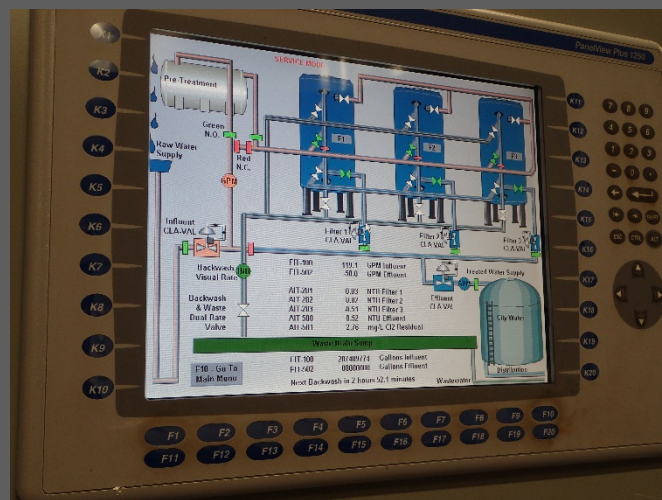
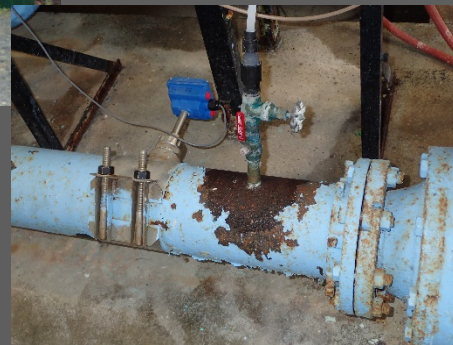























Table Of Contents

 **Layers**

-  C:\Users\Mark\Desktop\sewermap
  -  **PumpStation**
  - 
  -  ManHole
  - 
  -  Cleanout
  - 
  -  SewerMains
  - 
-  C:\Users\Mark\Desktop\Haines I
  -  sea\_point
  - 
-  C:\Users\Mark\Desktop\WaterM
  -  WaterMains
  - 
  -  HydrantLeg
  - 
-  World Imagery



**Starting Point: Existing ARCGIS Base Map from Planning Department**



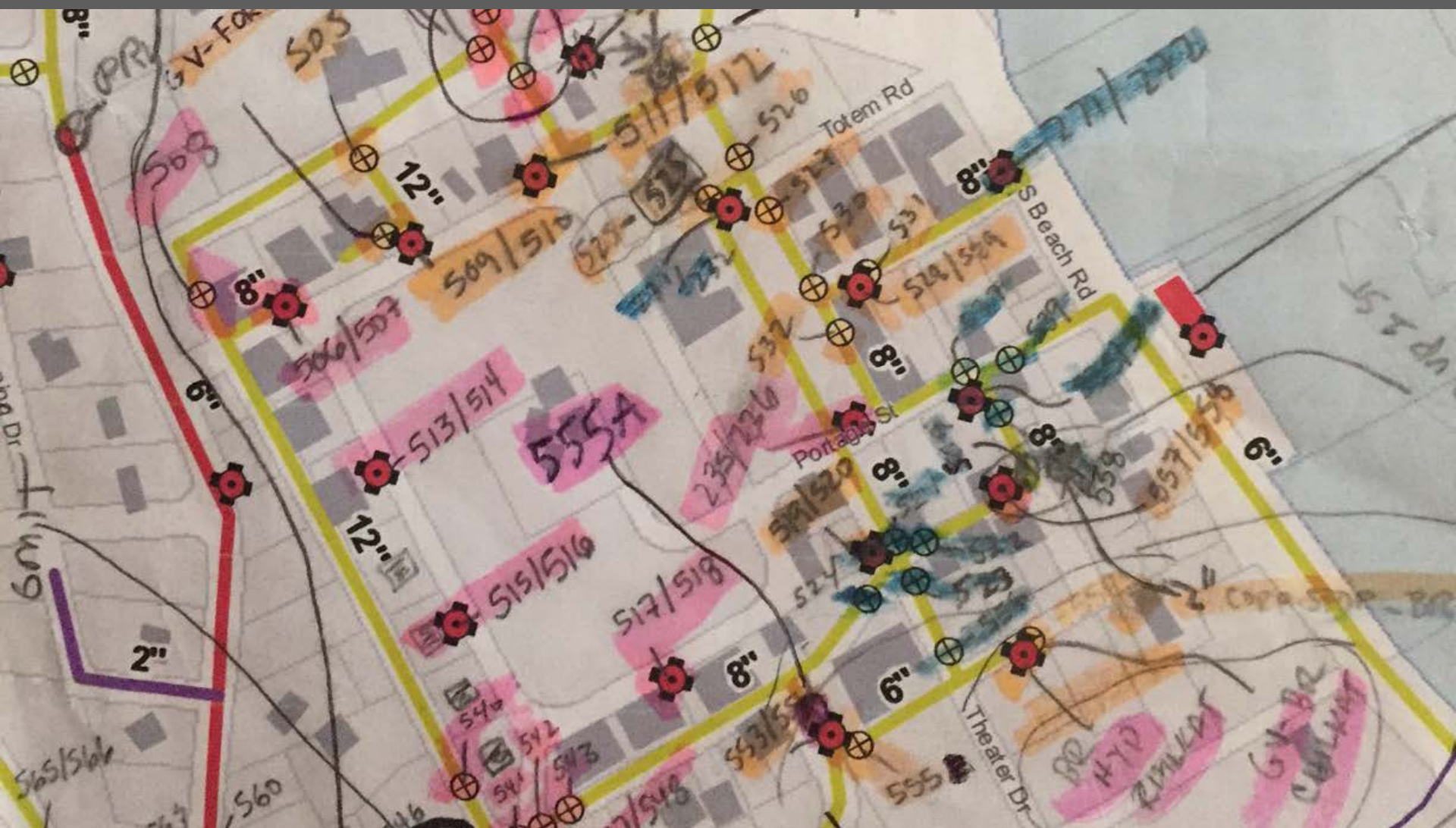
Establish naming  
convention by  
region and create  
collection forms  
before going into  
the field:

MH – BR – XXX

CO – 1M – XXX

HYD – GR – XXX



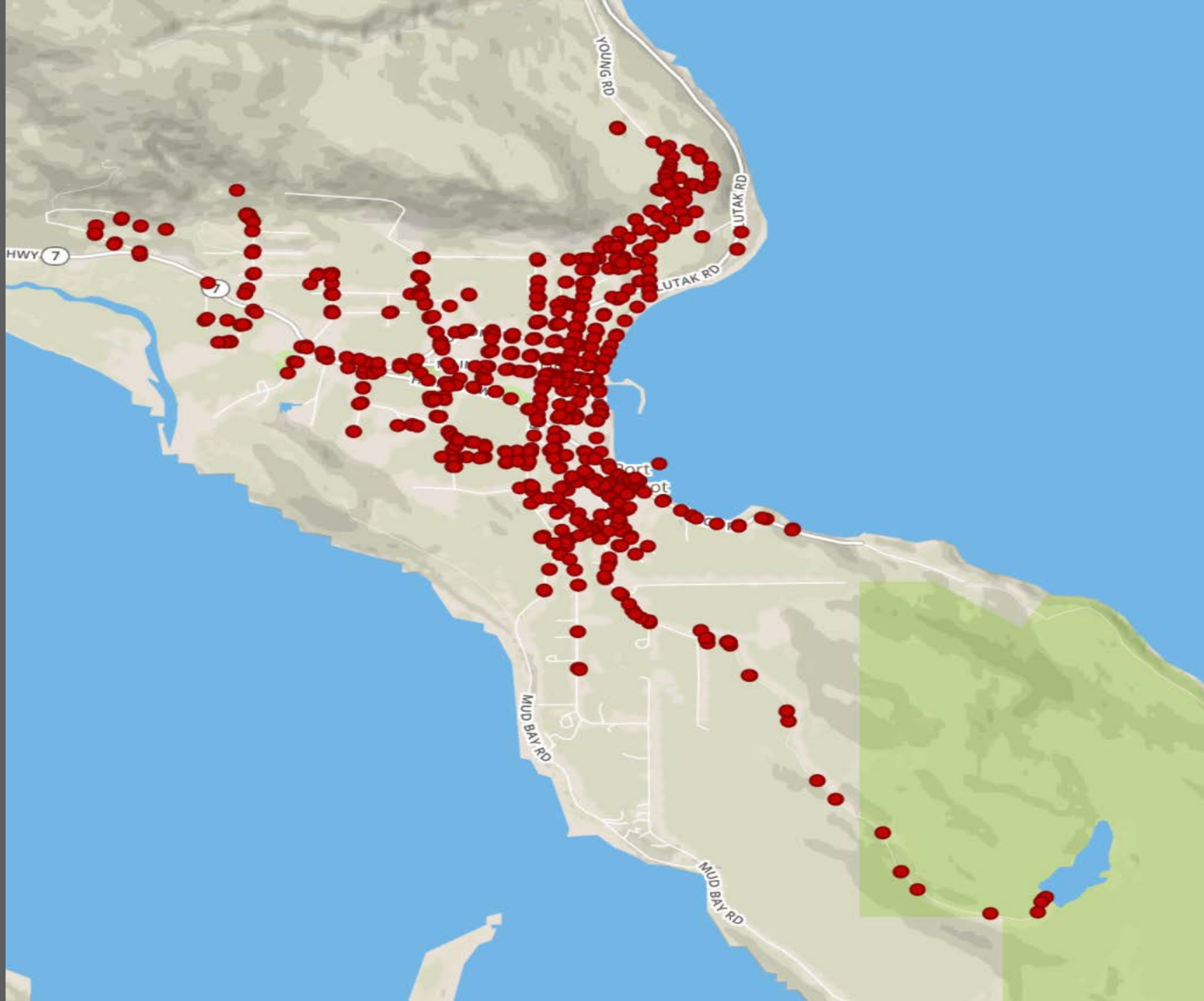




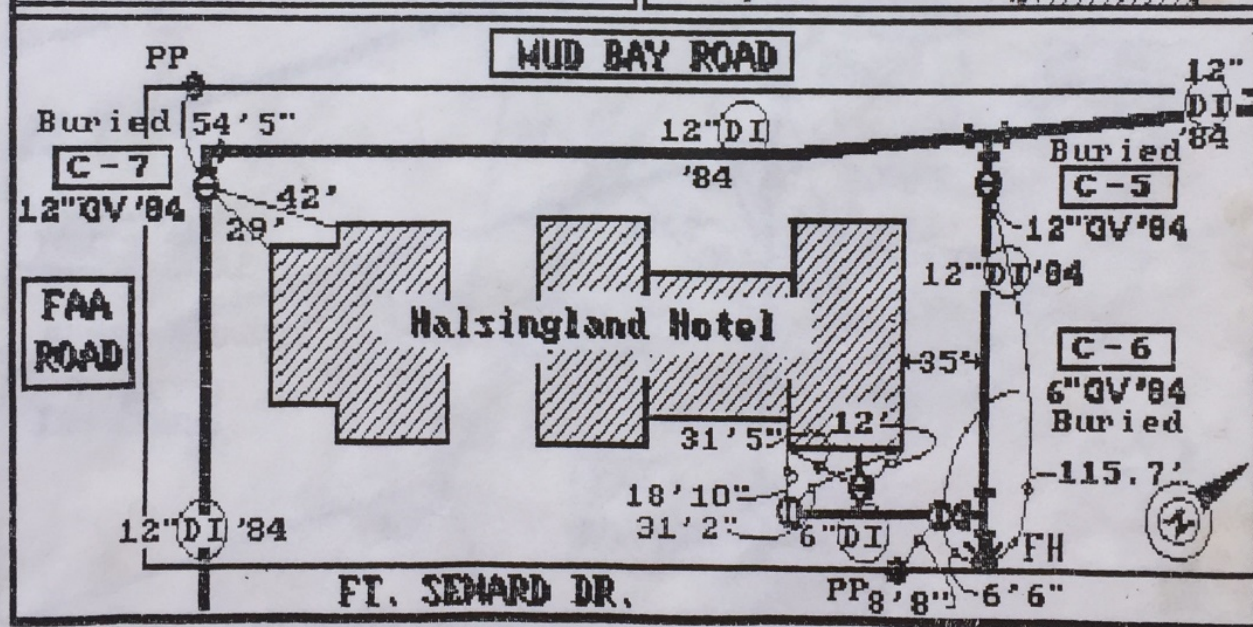
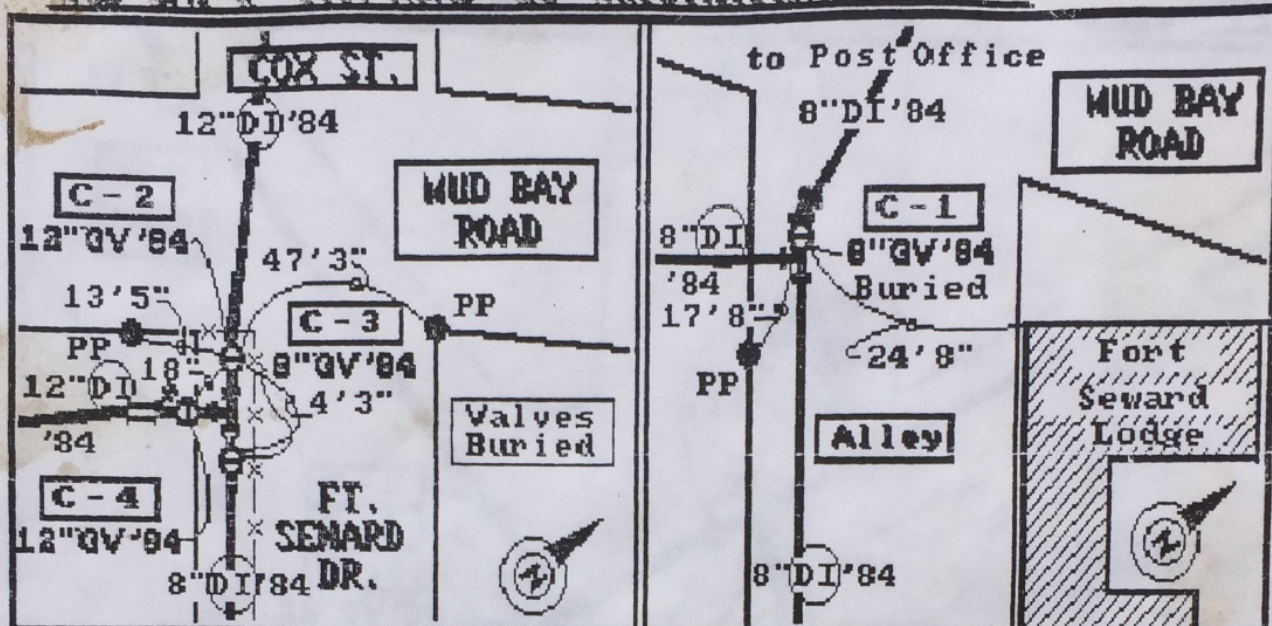
# Summary of Field Work

- **1,218 Assets Inventoried**
- 417 Valves
- 182 Fire Hydrants
- 232 Sewer Manholes
- 28 Sewer Clean Outs
- 4 Drinking Water Sources
- 3 Drinking Water Treatment Plants
- Pressure Regulating Valves
- Air Relief Valves
- 6 Sewer Lift Stations
- Sewer Treatment Plant
- Mobile Assets
















MH # 17-3

The map is a hand-drawn sketch of a road intersection. At the top, a horizontal line represents a road. Below this line, the text "MUD BAY ROAD" is written. To the right of this line, the text "THIRD AVE" is written. Below "MUD BAY ROAD", there is a horizontal line that curves to the right, labeled "FAA ROAD". To the right of "FAA ROAD", there is a vertical line labeled "MUD BAY ROAD". At the top right of the map, there is a small diagram showing a triangle with sides labeled 11, 22, and 11.



# ARCTIC ENGINEERS, INC.

ENGINEERING STUDIES • DESIGN • CONSTRUCTION MANAGEMENT • SURVEYING

ENGINEERING INNOVATION IN THE FAR NORTH

7-13  
DATE

PROJECT NUMBER  
17-3  
MANHOLE NUMBER

HAINES  
CLIENT

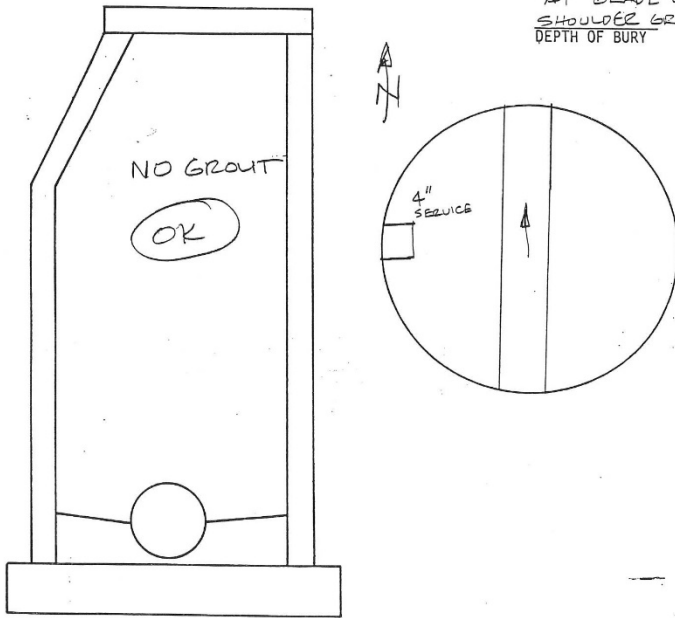
TR/JG  
TECHNICIAN

5'-7"  
DEPTH

P.C  
TYPE

STD.  
CASTING TYPE

AT GRADE ON  
SHOULDER GRAVEL  
DEPTH OF BURY



COMMENTS

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ARCTIC ENGINEERS, INC.**

1506 W. 36TH AVENUE • ANCHORAGE, ALASKA 99503 • 907-561-1345

2001 BARBERA LANE • ANCHORAGE, ALASKA 99504 • 907-561-4228 (ACCOUNTING)



# Knowledge Management











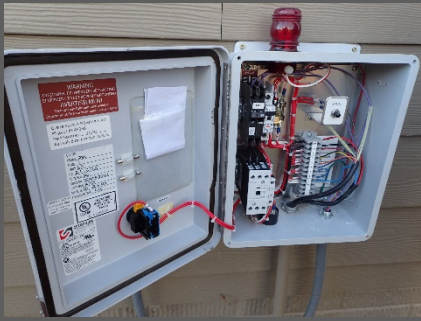
# **“Good” Map Made Better**

Example of making maps more valuable

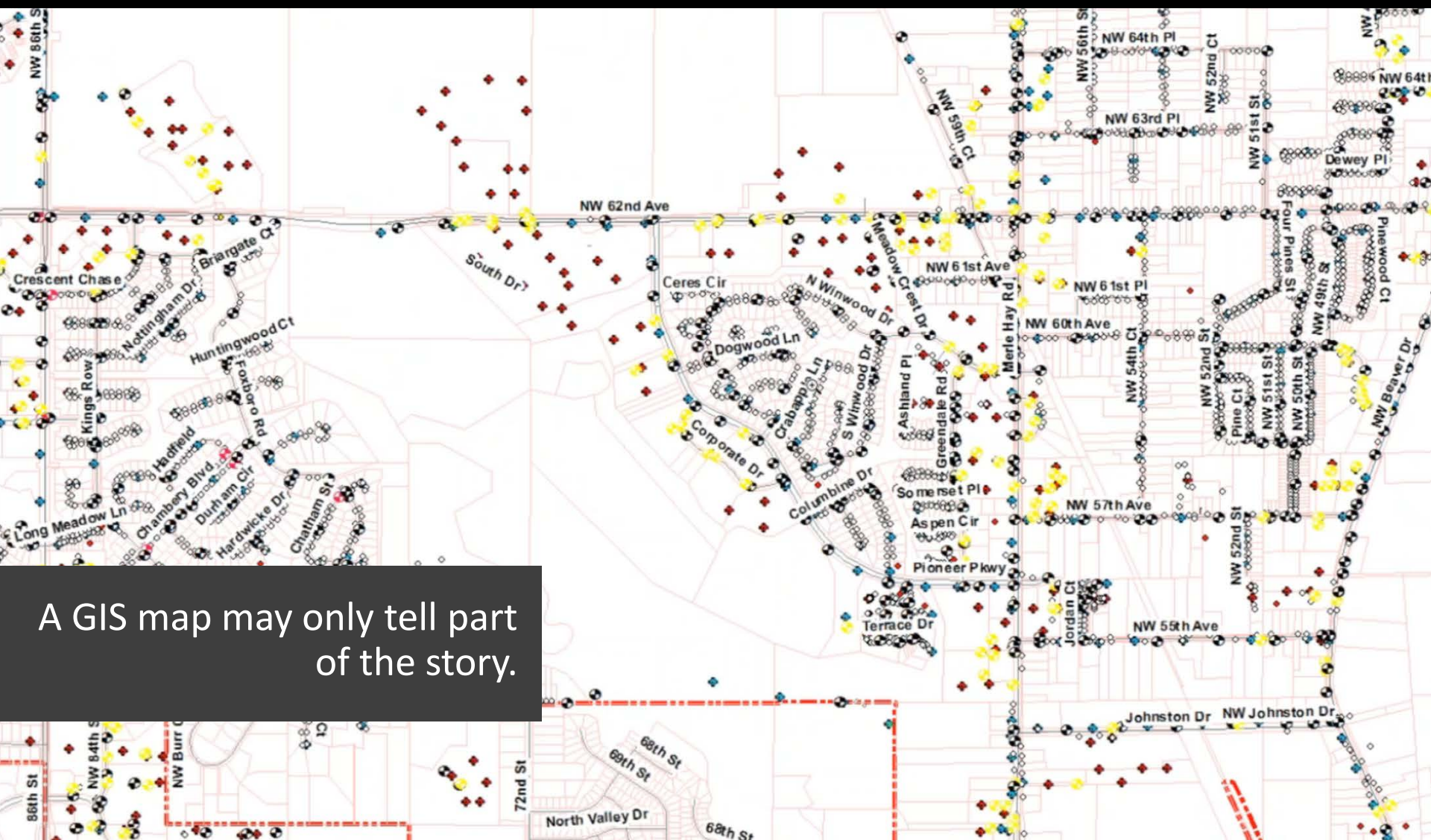






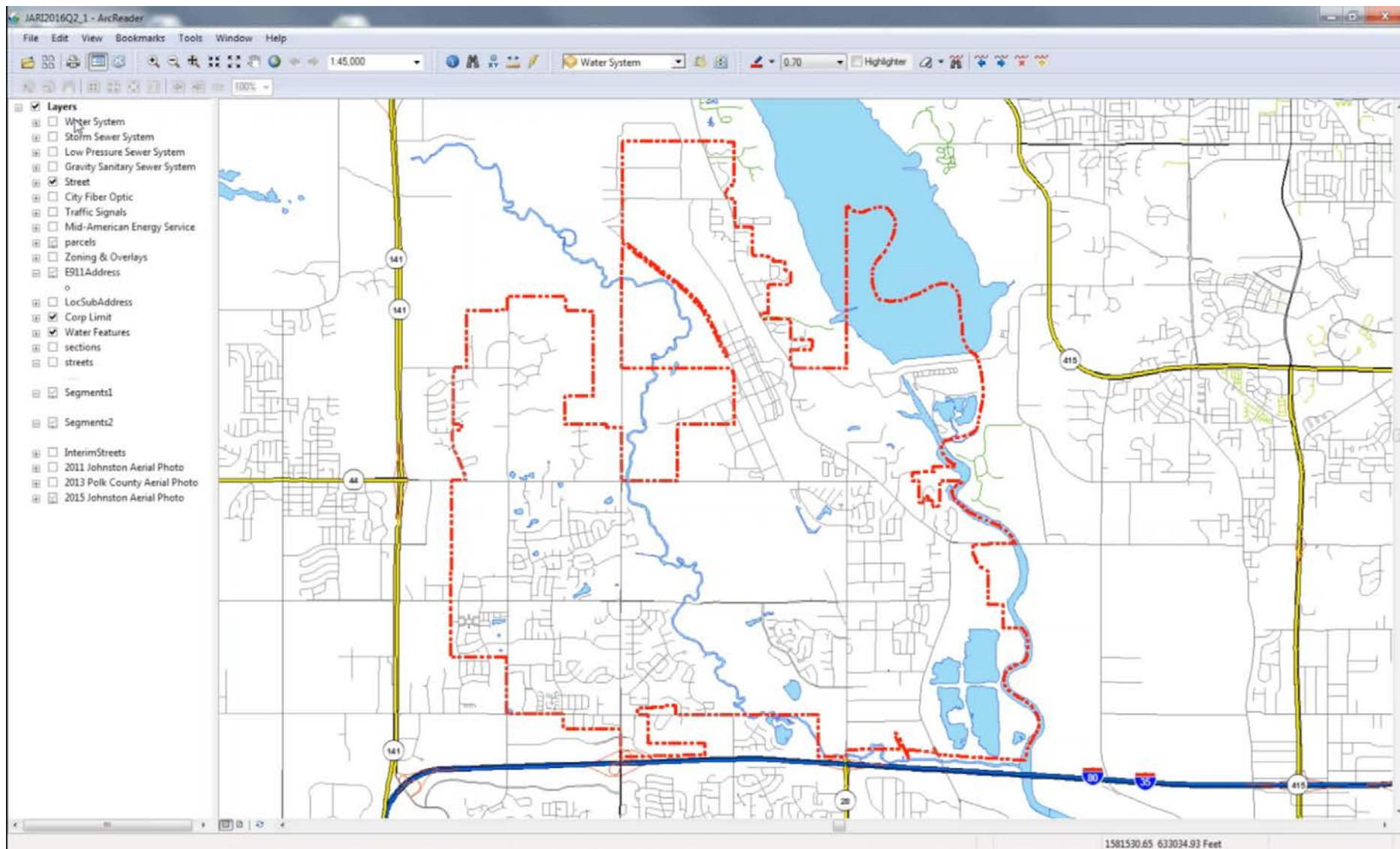




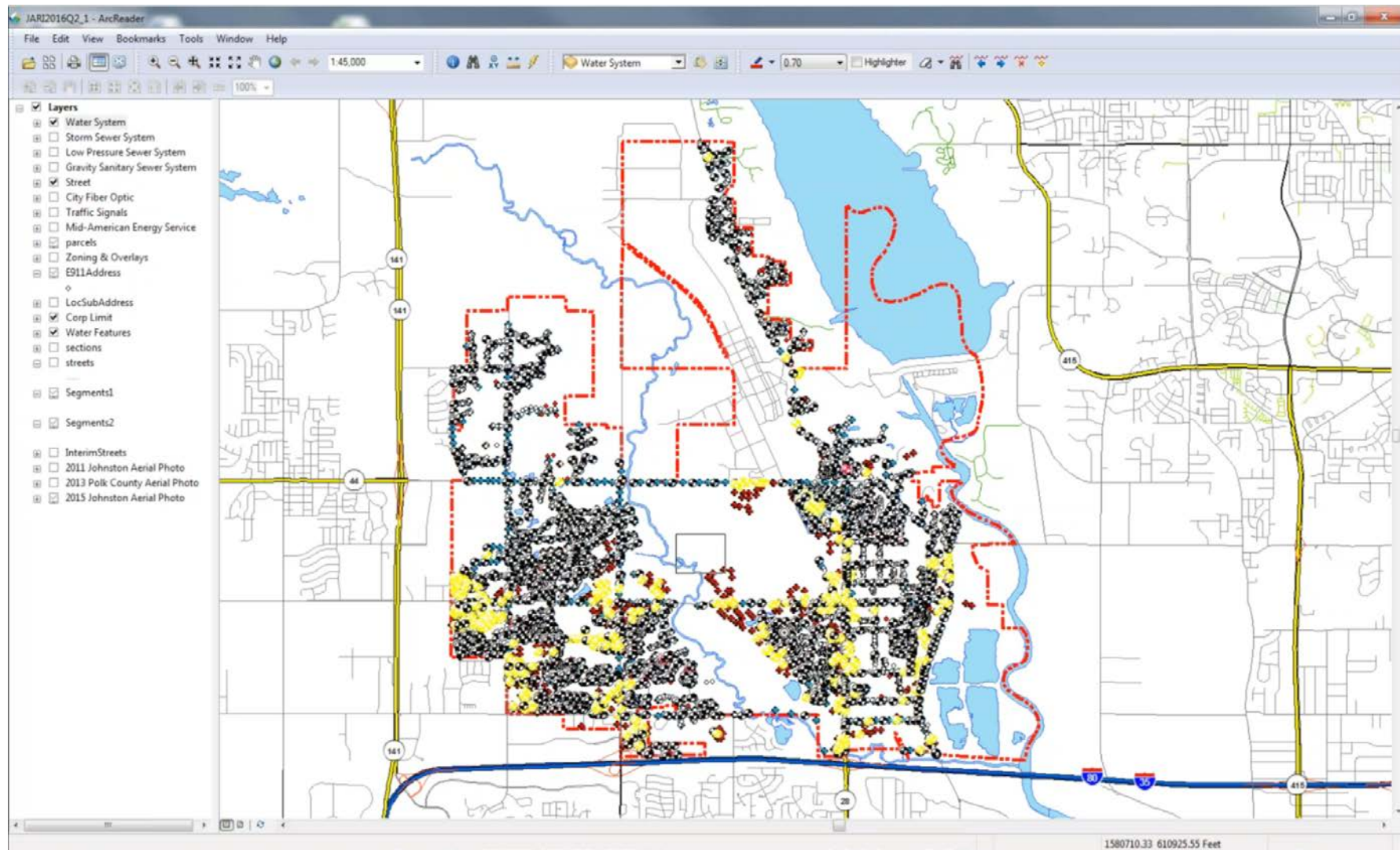


A GIS map may only tell part  
of the story.

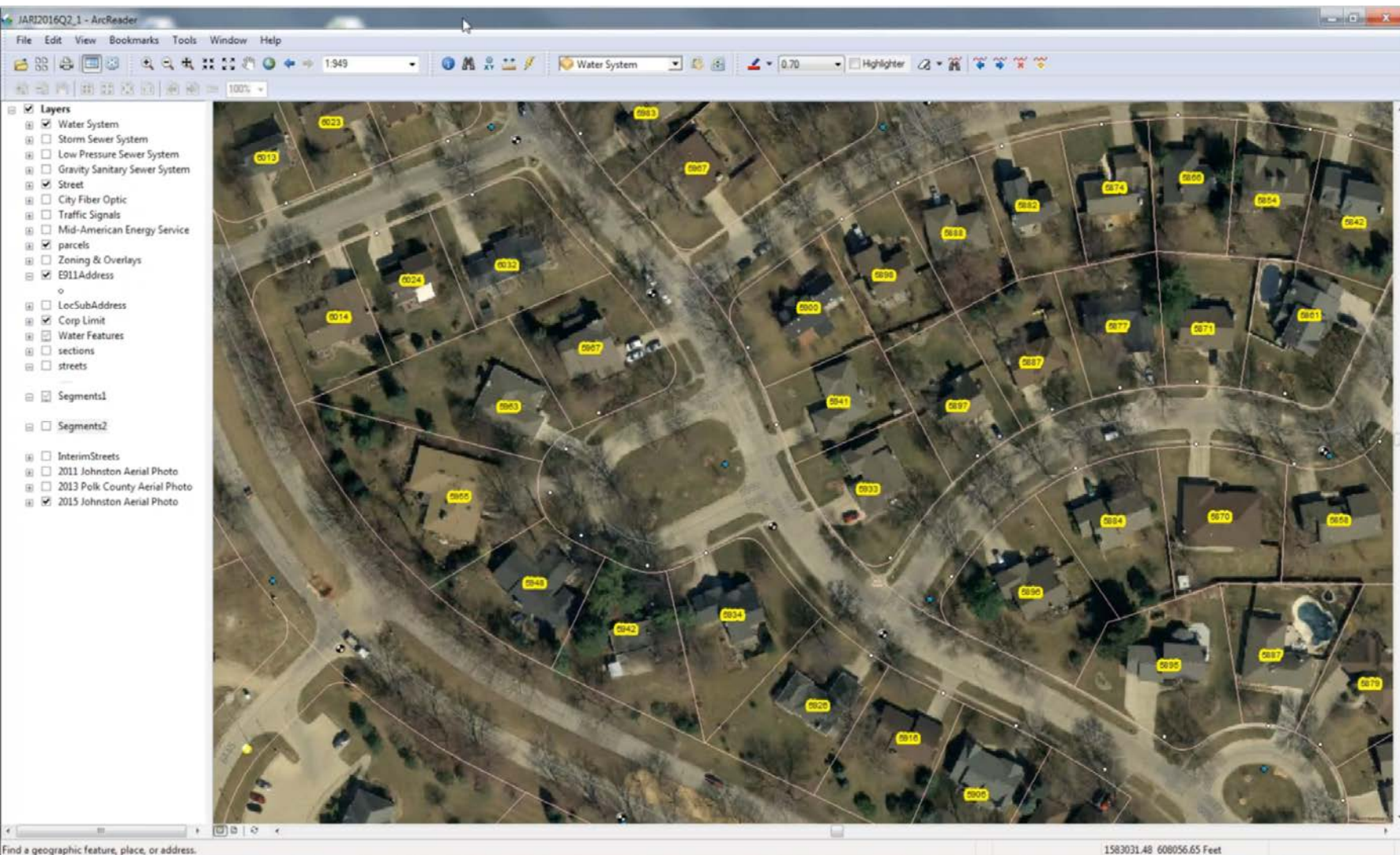




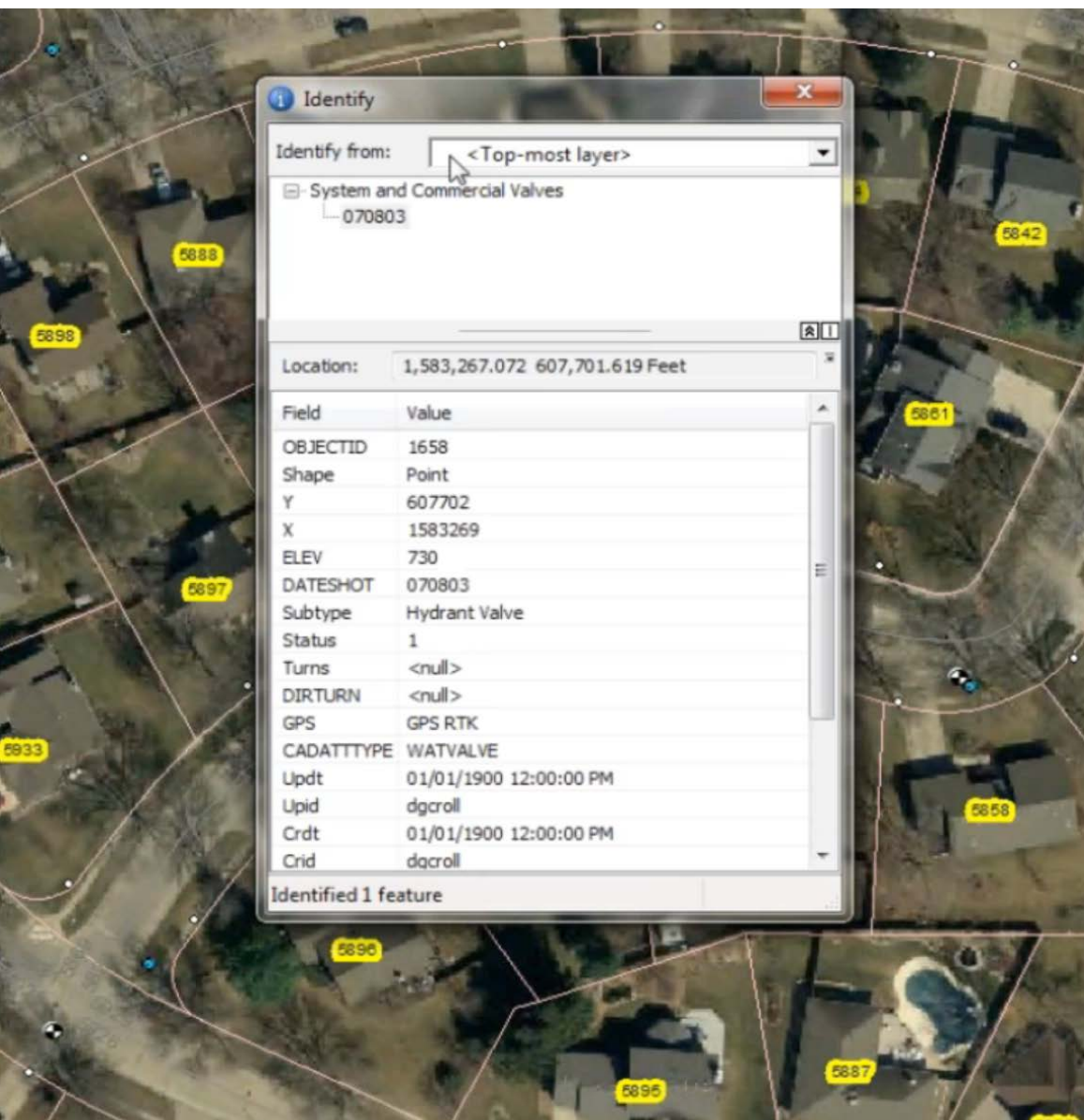




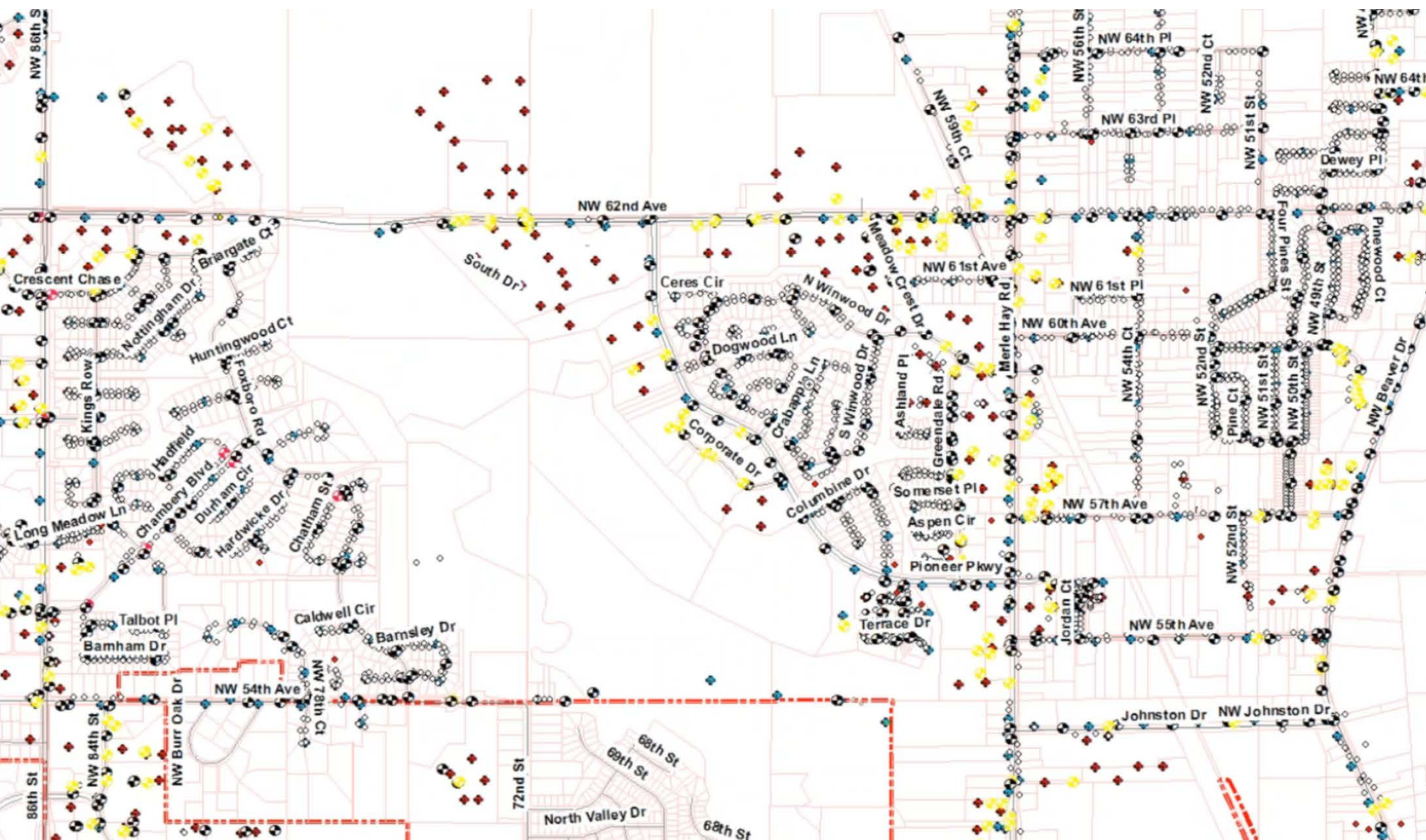




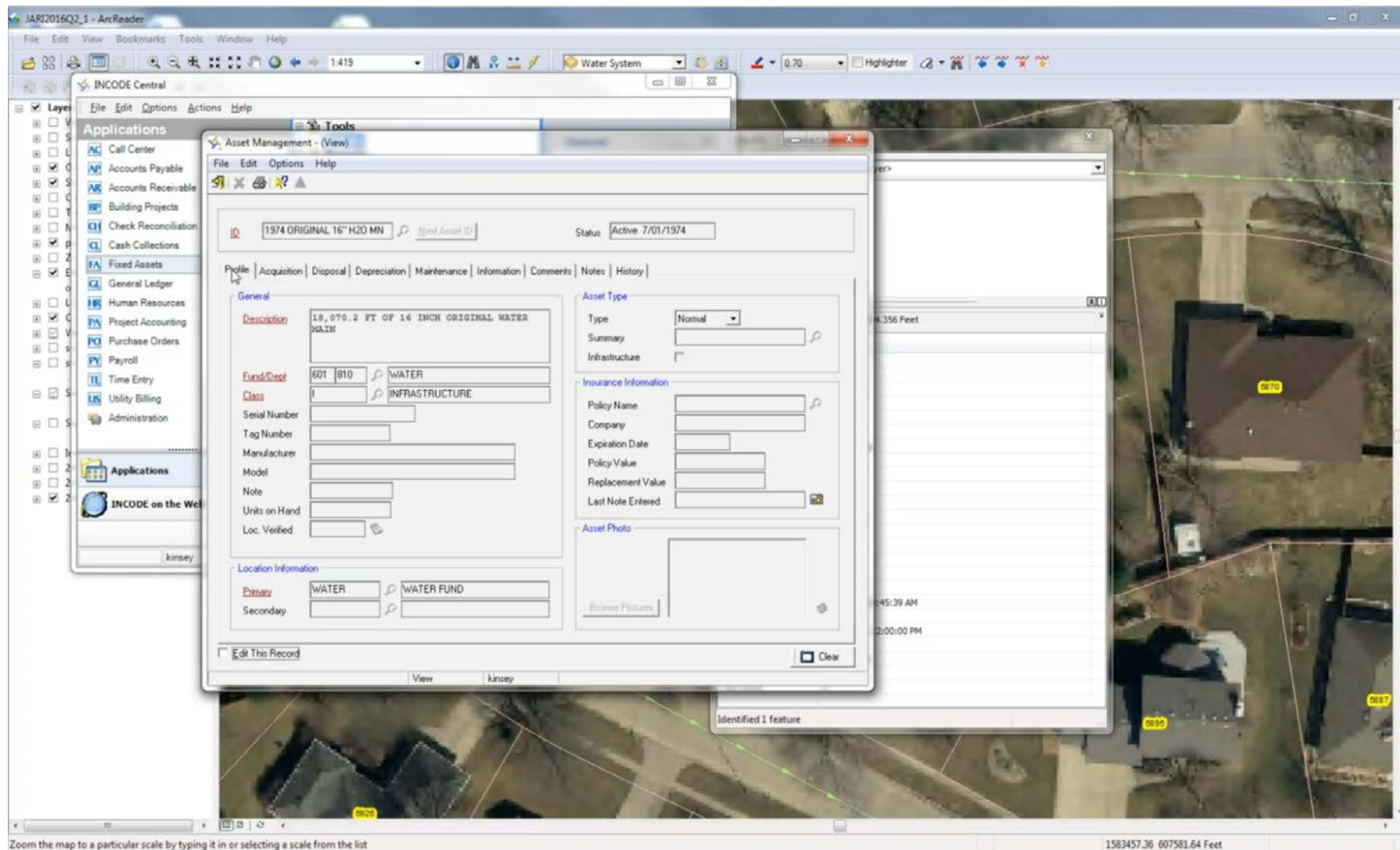








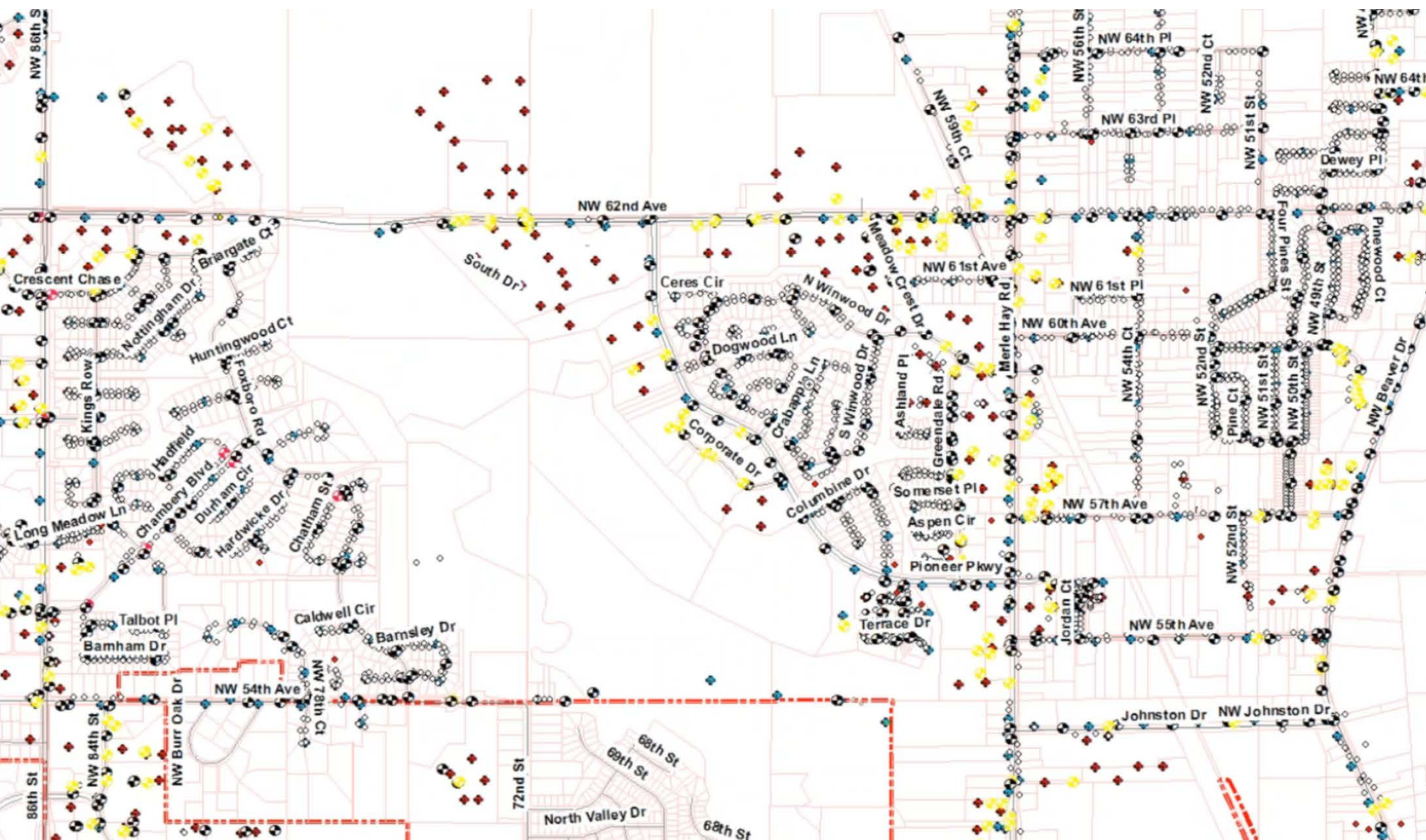






|    | A  | B     | C  | D       | E    | F      | G     | H          | I     | J    | K          | L        | M      |
|----|----|-------|--|---------|------|--------|-------|------------|-------|------|------------|----------|--------|
|    | ID | GIS # | location   | mfg     | year | Street | hyd # | captivator | Paint | bury | Trace Wire | Hyd Flag | Static |
| 1  | 2  | 784   | Across from 7511 Eagle Crest Dr                        | W       | 2002 | EC     | 4     | N          | F     | 7.5' |            | FALSE    |        |
| 2  | 3  | 783   | 7408 Eagle Crest Dr                                    | W       | 2002 | EC     | 3     | N          | F     | 6'   |            | FALSE    |        |
| 3  | 4  | 782   | 7316 Eagle Crest Dr                                    | W       | 2002 | EC     | 2     | N          | F     | 7'   |            | FALSE    |        |
| 4  | 5  | 781   | 7202 Eagle Crest Dr                                    | W       | 2002 | EC     | 1     | N          | F     | 6'   |            | FALSE    |        |
| 5  | 6  | 805   | 9106 NW 73rd St  | Clow    | 1995 | 73S    | 1     | N          | F     |      |            | FALSE    |        |
| 6  | 7  | 804   | 9139 NW 73rd St  | Clow    | 1995 | 73S    | 2     | N          | F     |      |            | FALSE    |        |
| 7  | 8  | 803   | 9177 NW 73rd St  | Clow    | 1995 | 73S    | 3     | N          | F     |      |            | FALSE    |        |
| 8  | 9  | 802   | 7265 Eagle Pointe Dr                                   | Clow    | 1995 | EPD    | 1     | N          | Bad   |      |            | FALSE    |        |
| 9  | 10 | 801   | 7393 Eagle Pointe Dr                                   | Clow    | 1995 | EPD    | 2     | N          | F     |      |            | FALSE    |        |
| 10 | 11 | 800   | 7457 Eagle Pointe Dr                                   | Clow    | 1995 | EPD    | 3     | N          | F     |      |            | FALSE    |        |
| 11 | 12 | 1060  | NW 90th Ave & Daybreak Rd                              | Mueller | 2006 |        |       | N          | F     |      |            | FALSE    |        |
| 12 | 13 | 1058  | Daylight Dr & Daybreak Rd                              | Mueller | 2006 |        |       | Y          | F     |      |            | FALSE    |        |
| 13 | 14 | 563   | 6412 NorthGlenn Dr                                     | W       | 2001 | NRG    | 14    | Y          | F     |      | B          | FALSE    |        |
| 14 | 15 | 564   | 6921 NorthGlenn Dr.                                    | W       | 2001 | NRG    | 13    | N          | G     |      | N          | FALSE    |        |
| 15 | 16 | 565   | 6871 NorthGlenn Dr                                     | W       | 2001 | NRG    | 12    | N          | G     |      | N          | FALSE    |        |
| 16 | 17 | 566   | NorthGlenn Dr & Gables Way                             | W       | 2001 | NRG    | 11    | N          | G     | 6'   | N          | FALSE    |        |
| 17 | 18 | 567   | NorthGlenn Dr  | W       | 2001 | NRG    | 10    | N          | E     |      | N          | FALSE    |        |
| 18 | 19 | 568   | NorthGlenn Dr & Hemingway St                           | W       | 2001 | NRG    | 9     | N          | E     | 6'   | W          | FALSE    |        |
| 19 | 20 | 569   | NorthGlenn Dr @ Chapel Ridge #25                       | W       | 2001 | NRG    | 8     | N          | E     | 6'   | N          | FALSE    |        |
| 20 | 21 | 570   | NorthGlenn Dr across from Barn NorthGlenn Dr @ Mediaco | W       | 2001 | NRG    | 7     | N          | E     |      | W          | FALSE    |        |







## I HAVE INFORMATION

I know something, I have information in my possession (in my head, my notebook, my truck, etc.)



## DATA IS DIGITIZED & SHARED

My data and data from other sources is digitized and combined.



## WE KNOW MORE

The collective data and knowledge is now available to all.



## I DOCUMENT IT

My information gets written down, or otherwise formally documented for use by others

## DATA IS COMBINED, ANALYZED & VISUALIZED

Use appropriate tools (pushpins, GIS, etc.) to analyze and visualize the combined data.



The whole is more  
valuable than the  
individual parts.

We've harnessed  
the collective  
knowledge...

... to make better,  
data-driven,  
decisions.





Questions?







# Data driven replacement decisions

Water line replacement – data needs and options



**Pipe Replacement is  
Expensive.. So need to be  
judicious about  
replacement**

Needs to be  
based on  
DATA!!





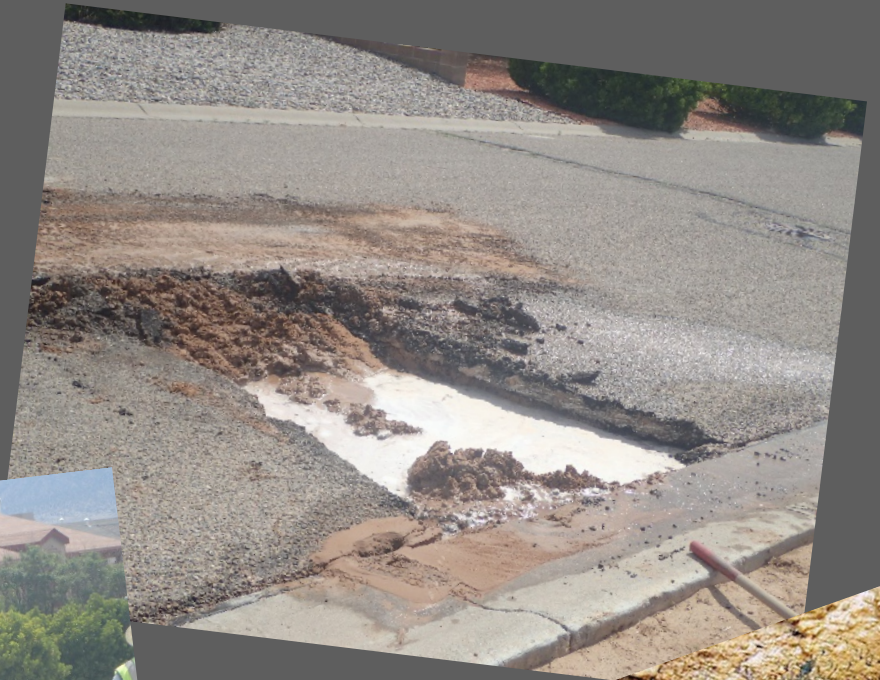
Past Breakage is A Good  
Indicator of Future  
Performance

WRF Report 4326





# Break Data: Good Data to Assess Pipe Quality & Time for Replacement





# Uses for Data

**AWWA Free Water Audit Software: Reporting Worksheet**

Water Audit Report for: **Northern San Joaquin's Combined Water Sewer Storm Utility District (0007900)**

Reporting Year: **2013** | **1/2013 - 12/2013**

Please enter data in the white cells below. Where available, metered values should be used; if metered values are unavailable, please estimate a value. Indicate your confidence in the accuracy of the input data by grading each component (via 1-10) using the drop-down list to the left of the input cell. Enter the mouse over the cell to display a description of the grades.

**All values to be entered as: MILLION GALLONS (US) PER YEAR**

To select the correct data grading for each input, determine the highest grade where the utility meets or exceeds criteria for that grade and all grades below it.

**WATER SUPPLIED**

| Volume from own sources | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | Point | Value     |
|-------------------------|---|---|---|---|---|---|---|---|---|----|-------|-----------|
| Volume from own sources | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 1     | 1,000,000 |
| Water imported          | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 2     | 100,000   |
| Water exported          | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 3     | 25,000    |

**WATER SUPPLIED:** **825,000** MG/yr

**AUTHORIZED CONSUMPTION**

| Billed metered     | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | Point | Value   |
|--------------------|---|---|---|---|---|---|---|---|---|----|-------|---------|
| Billed metered     | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 1     | 700,000 |
| Billed unmetered   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 2     | 50,000  |
| Unbilled metered   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 3     | 10,000  |
| Unbilled unmetered | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 4     | 10,313  |

Default option selected for Unbilled unmetered - a grading of 5 is applied but not displayed

**AUTHORIZED CONSUMPTION:** **760,313** MG/yr

**WATER LOSSES (Water Supplied - Authorized Consumption)** **64,688** MG/yr

**Apparent Losses**

| Unauthorized consumption  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | Point | Value |
|---|---|---|---|---|---|---|---|---|---|----|-------|-------|
| Unauthorized consumption  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 1     | 3,000 |
| Unauthorized consumption volume entered is greater than the recommended default value | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 2     | 3,000 |
| Customer metering inaccuracies  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 3     | 7,271 |
| Systematic data handling errors   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 4     | 5,000 |

**Apparent Losses:** **15,071** MG/yr

**Real Losses (Current Annual Real Losses or CARL)**

| Real Losses = Water Losses - Apparent Losses | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | Point | Value  |
|--|---|---|---|---|---|---|---|---|---|----|-------|--------|
| Real Losses = Water Losses - Apparent Losses | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 1     | 49,617 |

**WATER LOSSES:** **64,688** MG/yr

**NON-REVENUE WATER**

| Non-Revenue Water = Water Losses - Apparent Losses | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | Point | Value  |
|--|---|---|---|---|---|---|---|---|---|----|-------|--------|
| Non-Revenue Water = Water Losses - Apparent Losses | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 1     | 75,000 |

**SYSTEM DATA**

| Length of mains                                   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | Point | Value |
|---|---|---|---|---|---|---|---|---|---|----|-------|-------|
| Length of mains                                   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 1     | 100.0 |
| Number of active and inactive service connections | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 2     | 1,000 |
| Service connection density                        | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 3     | 10    |

Are customer meters typically located at the curbside or property line? **Yes** (length of service line based on the property boundary, that is the responsibility of the utility)

Average length of customer service line has been set to zero and a data grading score of 10 has been applied

Average operating pressure: **50** psi

**COST DATA**

| Total annual cost of operating water system            | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | Point | Value       |
|--|---|---|---|---|---|---|---|---|---|----|-------|-------------|
| Total annual cost of operating water system            | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 1     | \$1,000,000 |
| Customer retail unit cost (applied to Apparent Losses) | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 2     | \$1.00      |
| Variable production cost (applied to Real Losses)      | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 3     | \$3,000.00  |

Use Customer Retail Unit Cost to value real losses

Compare to Results of  
Water Audit



Pipe Replacement



Other???

Where to look for  
Leaks



# Type of Data That Could be Collected - Field

Pipe Diameter

Depth of Cover

Pipe Material

Bedding Material

Condition of Bedding

Natural Soil Type

Condition of Pipe Interior

Condition of Pipe Exterior

Type of Service Line

Surface Use and Surface Material

Length of Pipe Segment Containing Repair

Pipe Protection (if any)

Type of Joints





# Type of Data That Could be Collected - Office

Year of Installation

Backfill Material

Typical Flow in Area of Break

Typical Pressure in Area of Break

Type of Pipe Lining

Pipe Wall Thickness

Environmental Conditions (temperature, depth of frost, weather, soil temperature, water temperature)





# Type of Break/Cause of Failure

Joint Failure

Corrosion

Construction Disturbance

Rock Contact

Frozen Pipe

Settlement

Erosion/Unsupported Pipe

Poor Construction Practices

Ground Frost

High Water Pressure in  
Pipe

Traffic Load

Water Temperature  
Change

Unknown





# Type of Repair

## Repair Types

Repair Clamp  
Replace Pipe Section  
Replace Valve  
Repair Joint  
Replace Entire Hydrant  
Surface Restoration  
Replace Hydrant Parts  
Replace Service Connection  
Anode Installed

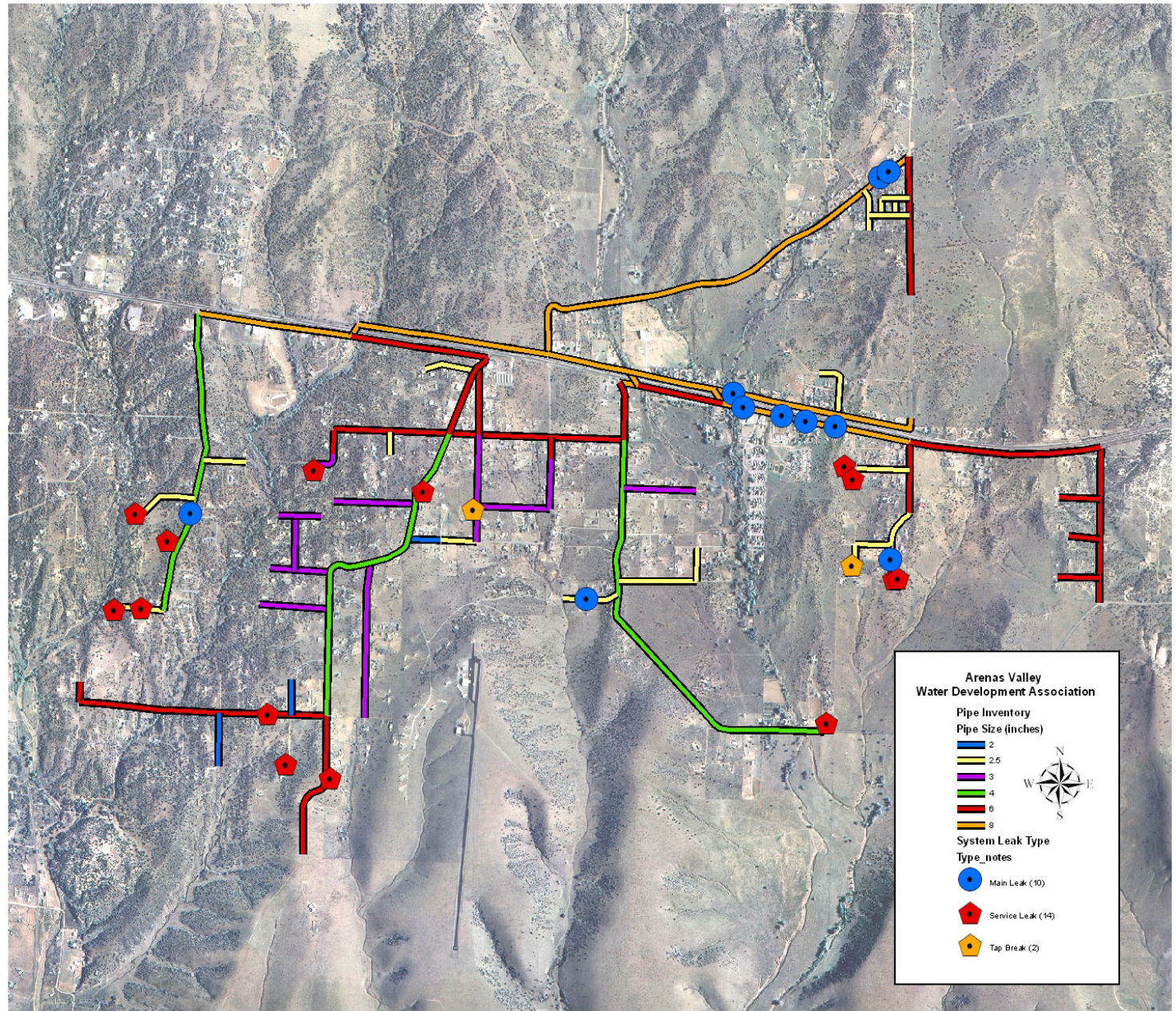
Extended Protection  
Installed  
Other - Specify

REPAIR COMPLETE



Mapping  
Break  
Data Can  
Be Very  
Helpful

Visualize  
the data





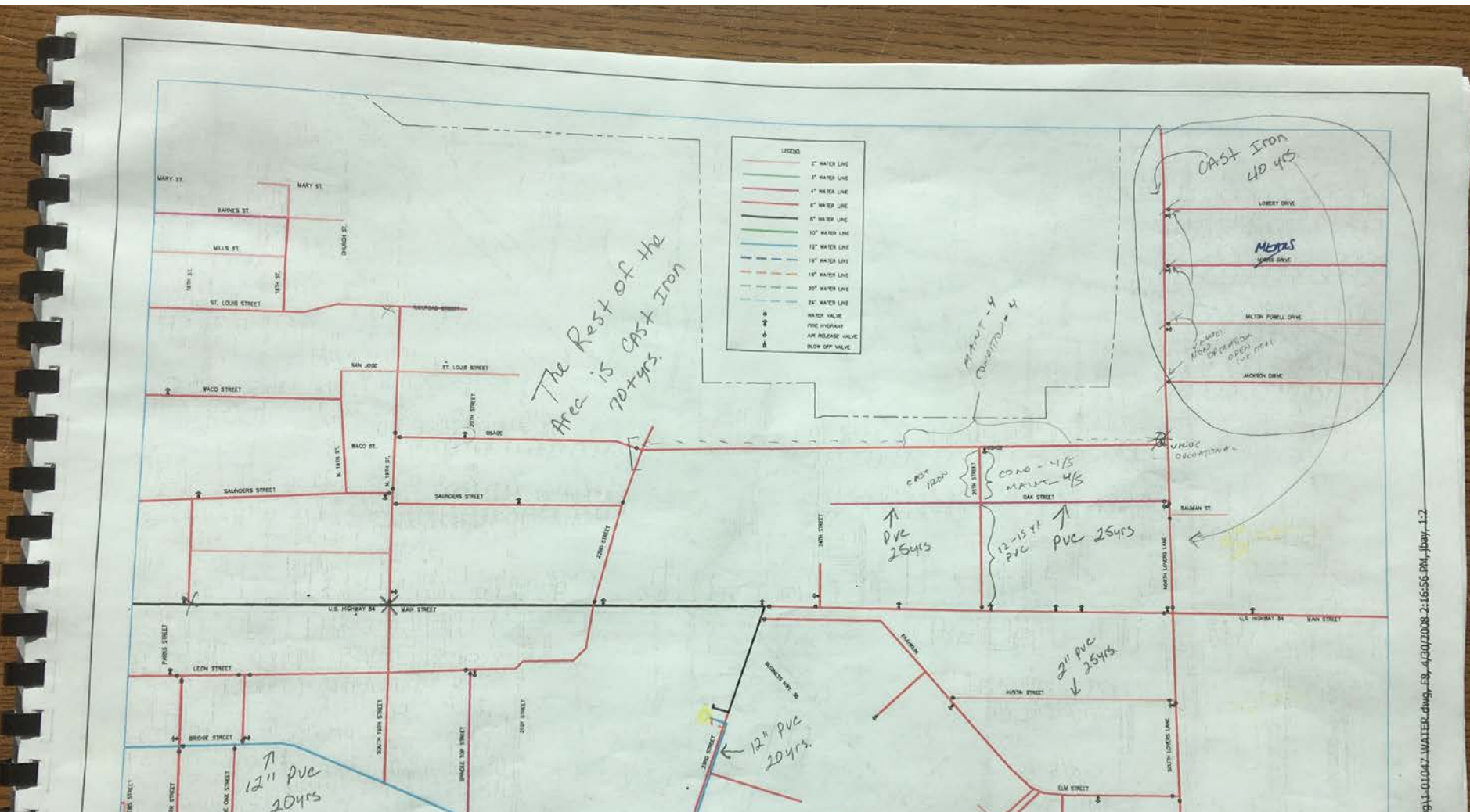








# Data in one format: A physical map book



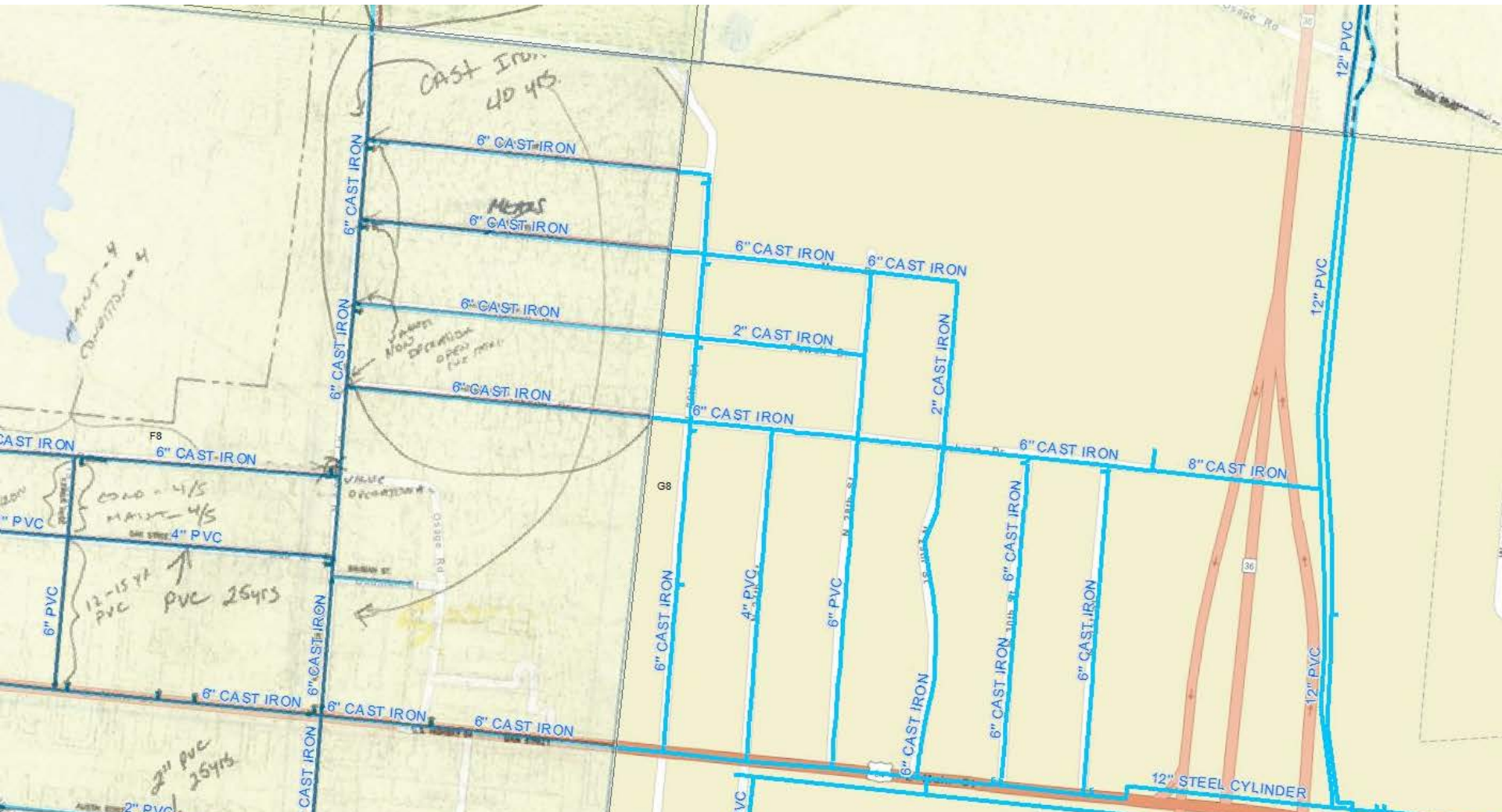


# Data in another format: Excel

|    | A                                      | B           | C           | D                         | E           | F             | G   | H  | I                    |
|----|--|-------------|-------------|---------------------------|-------------|---------------|---|--|----------------------|
| 1  | <b>WATER &amp; SEWER LEAK CALL LOG</b> |             |             |                           |             |               |   |  |                      |
| 2  | <b>WA/SE</b>                           | <b>DATE</b> | <b>TIME</b> | <b>ADDRESS</b>            | <b>USER</b> | <b>CALLED</b> | <b>NOTES</b>  | <b>UPDATES</b>                           | <b>WORK TICKET #</b> |
| 3  | WA                                     | 2/9/2016    | 10:38AM     | OLD HILLSIDE NURSING HOME | BH          | RM            | FIRE HYDRANT RUNNING  | CREW WORKING ON LINE<br>PER RM @ 10:50AM | 48674                |
| 4  | STREET                                 | 2/9/2016    | 11:24AM     | 1008 PLEASANT             | DD          | RM            | LEAK IN THE STREET  | FIXED                                    | 48642                |
| 5  | SE                                     | 2/10/2016   | 10:00AM     | 400 FINNIMORE             | BH          | RM            | SEWER BACKED UP AT STREET   | UNCLOGGED                                | 48683                |
| 6  | WA                                     | 2/10/2016   | 10:00AM     | 3502 RIVER ROAD           | BH          | RM            | A CAR HIT THE FIRE HYDRANT  | FIXED DA/CN 2-22-16                      | 48644                |
| 7  | WA                                     | 2/10/2016   | 10:00AM     | CORNER OR 22ND AND WACO   | BH          | RM            | LEAK FILLING UP CULVERT   |  |                      |
| 8  | SE                                     | 2/10/2016   | 10:36AM     | 2015 WACO STREET          | DD          | RM            | RAW SEWER SHOOTING UP IN AIR FROM<br>CLEAN OUT  | UNCLOGGED                                | 48684                |
| 9  | WA                                     | 2/10/2016   | 3:15PM      | 1105 S LOVERS LANE        | BH          | RM            | METER LEAK  | FIXED                                    | 48647                |
| 10 | WA                                     | 2/10/2016   | 3:30PM      | 206 FIELDSTONE            | DD          | RM            | LEAK-METER WAS RUN OVER BROKE<br>CUTOFF   | FIXED                                    | 48648                |
| 11 | WA                                     | 2/10/2016   | 3:32PM      | 119 N 28 ST               | BH          | RM            | LEAK @ METER  | FIXD                                     | 48649                |
| 12 | WA                                     | 2/10/2016   | 3:57PM      | 119 N 28 ST               | BH          | RM            | CUSTOMER CALLED AGAIN AND SAID<br>METER LEAK WAS VERY LARGE. CALLED<br>RODNEY TO LET HIM KNOW | FIXED                                    | 48649                |
| 13 | WA                                     | 2/11/2016   | 9:00AM      | 28TH AND MEARS            | BH          | RM            | WATER SHOOTING OUT OF MANHOLE   | FIXED                                    | 48687                |
| 14 | WA                                     | 2/11/2016   | 9:00AM      | BLESSINGS BUILDING        | BH          | RM            | WATER LEAK BEHIND BUILDING  | FIXED                                    | 48671                |
|    |  |             |             |                           |             |               | CALLED LAST NIGHT AT 8 AND THEY   |  |                      |

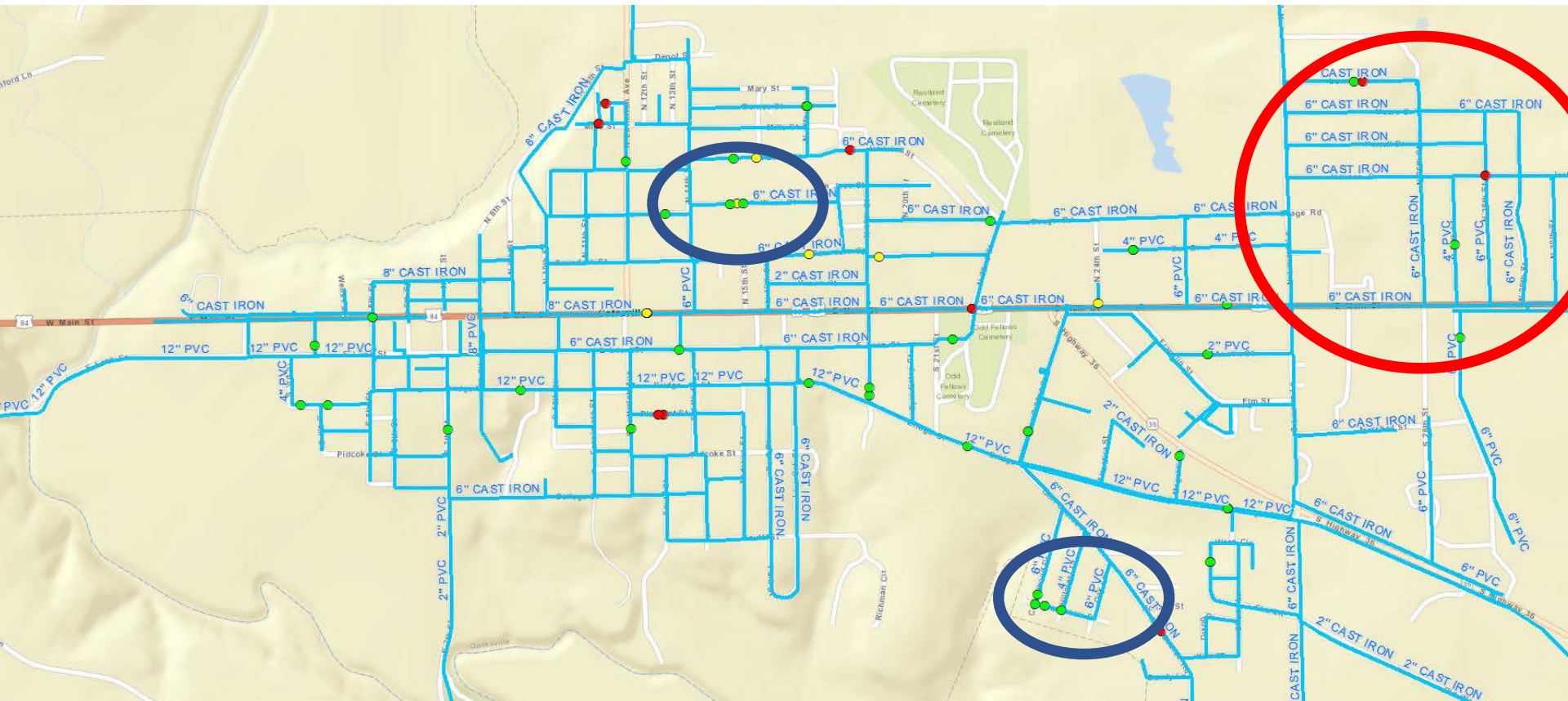


## Same data combined in another format: GIS



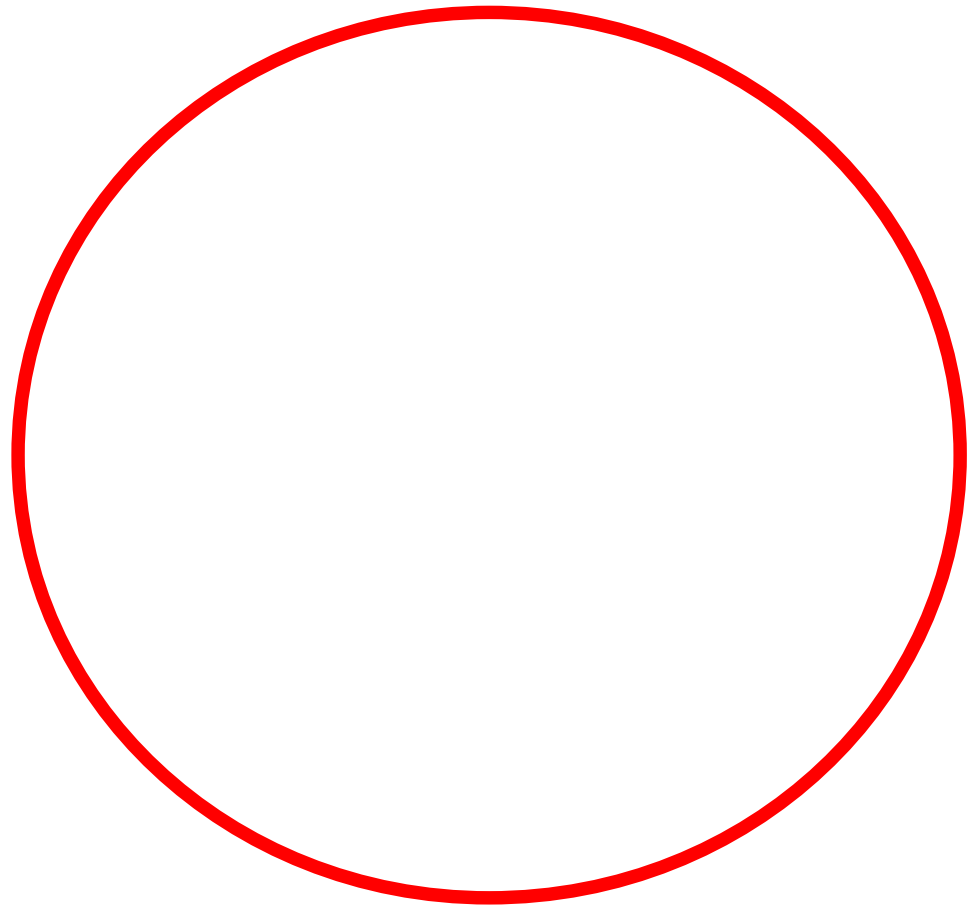


Same data combined in another format: GIS



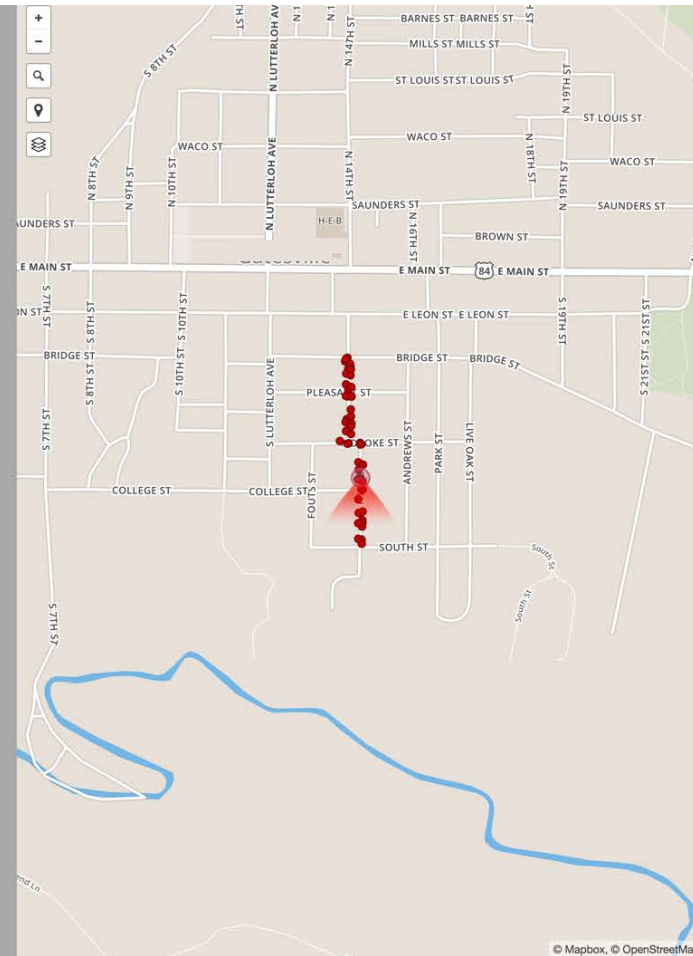


Close up of same data





# 20 Years of pavement cuts...



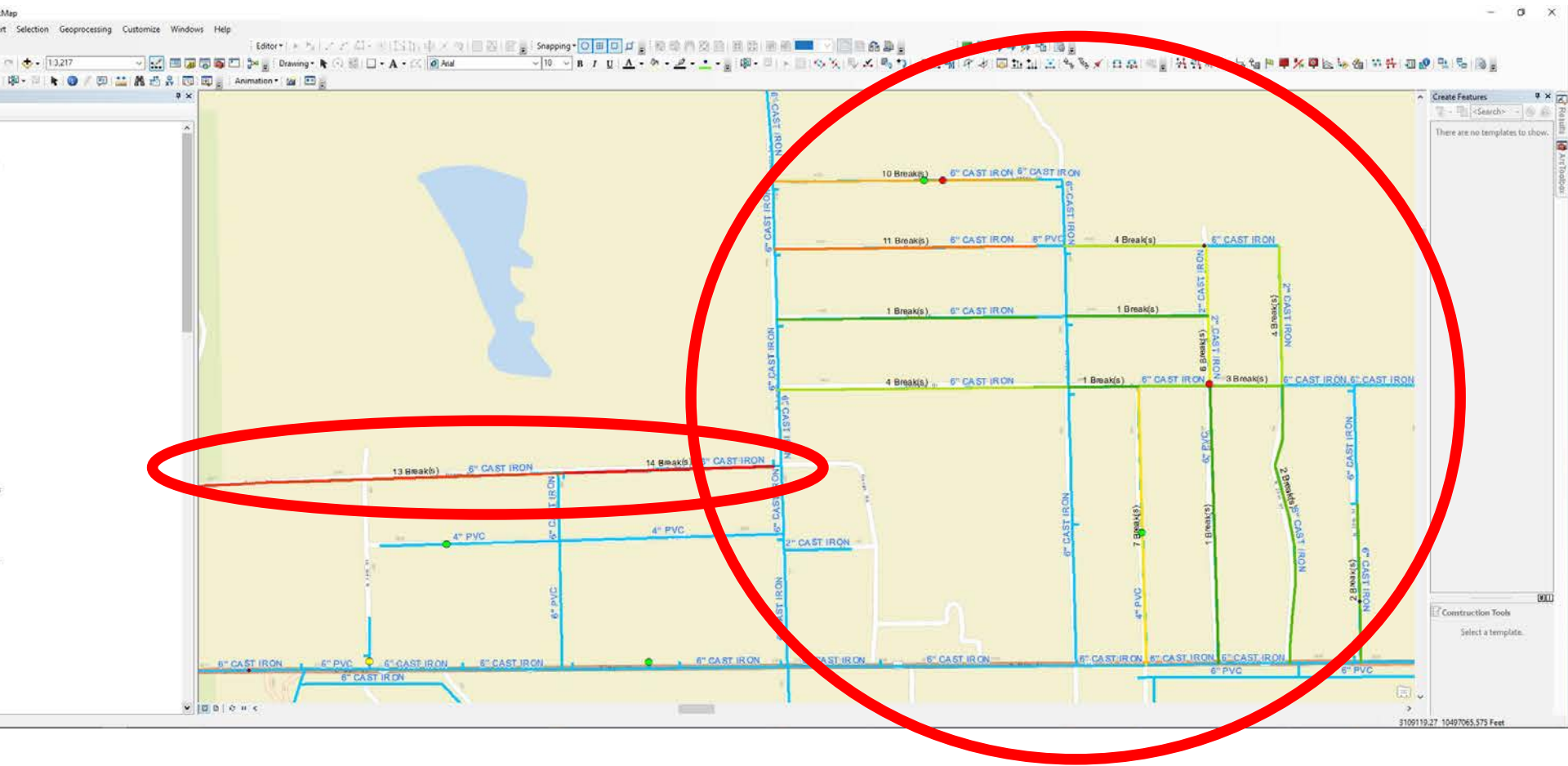
## Download

[Original](#)  
[Large](#)  
[Thumbnail](#)

## Metadata

**Date:** 2017-04-06 13:53:28  
**Make/Model:** Apple iPhone 6  
**Software:** Fulcrum iOS 2.14.0 (3057),  
iOS 10.2.1, Apple, iPhone 6  
**Dimensions:** 810 x 1080 (0.9MP)  
**Size:** 474 KB  
**Latitude:**  
**Longitude:**  
**Accuracy:**  
**Altitude:**  
**Direction:**  
**Distance:**











# 2007 Case Study: Arenas Valley

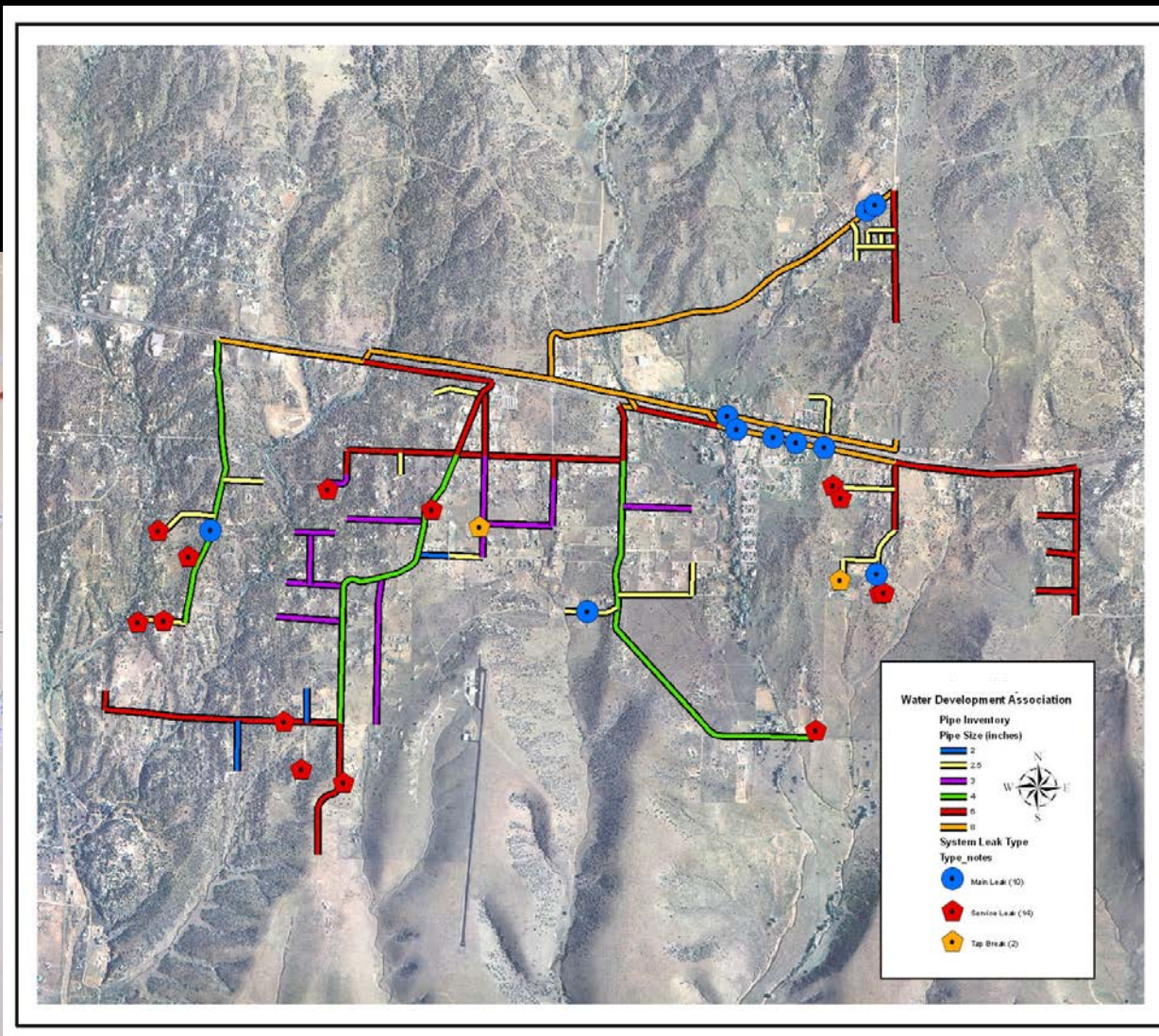
- The water system
  - Buy treated water from Silver City
  - Relatively new (1980s) PVC pipe distribution system
    - ~20 miles of pipe
    - ~430 service connections
    - ~25 hydrants
    - ~100 valves











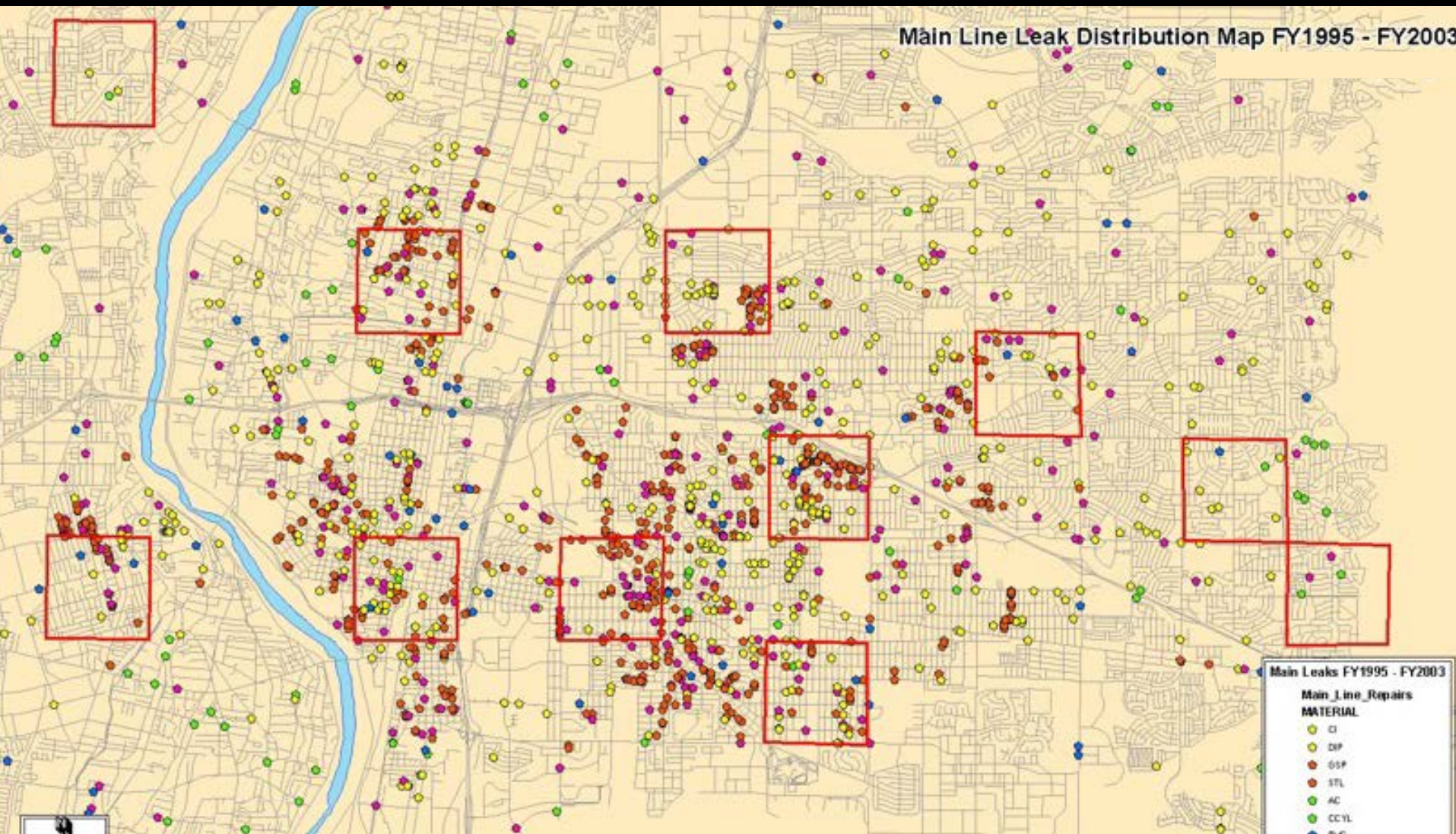


# Some Examples of Uses of Break Data: ABCWUA Steel Water Lines



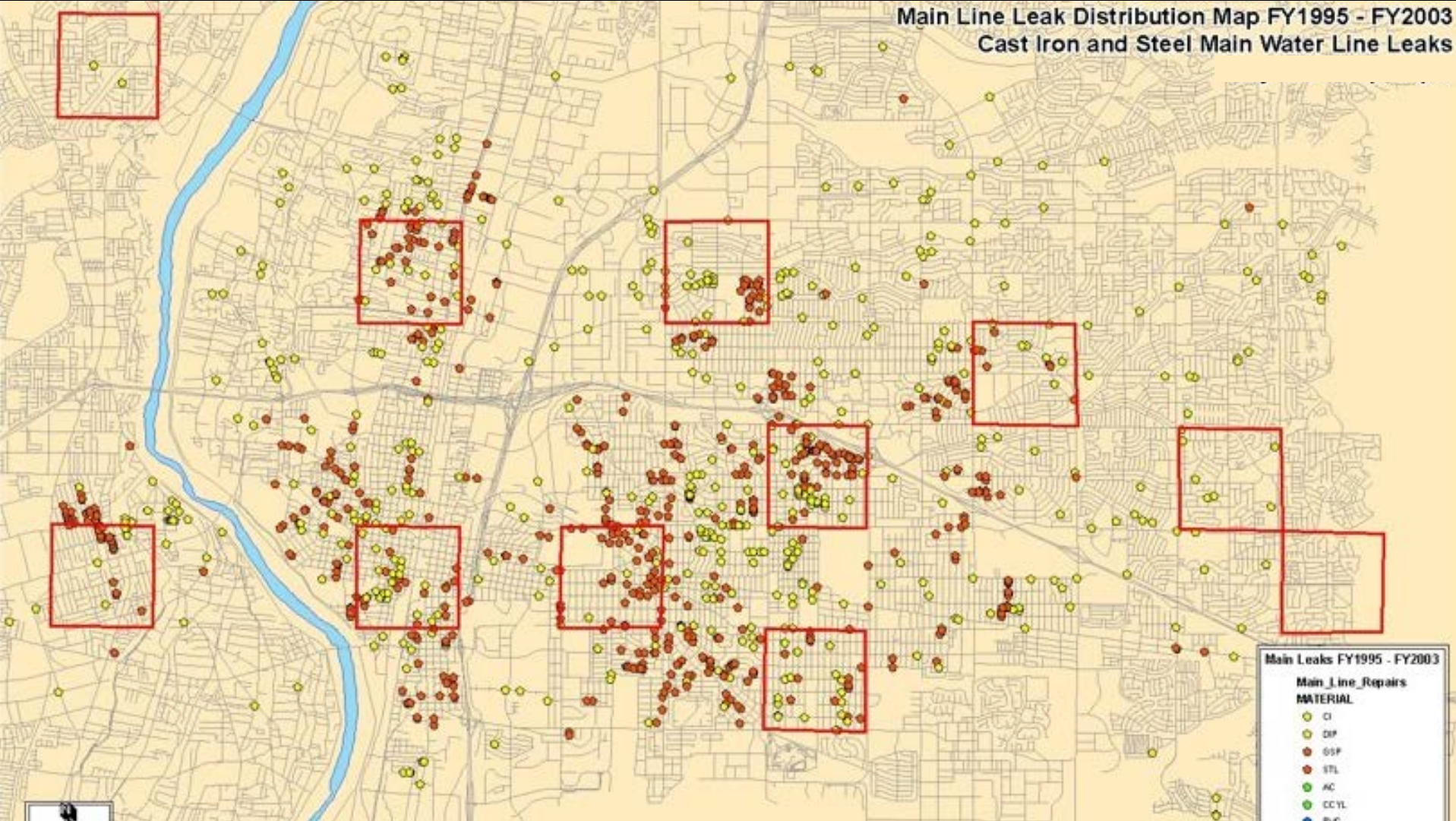


Main Line Leak Distribution Map FY1995 - FY2003



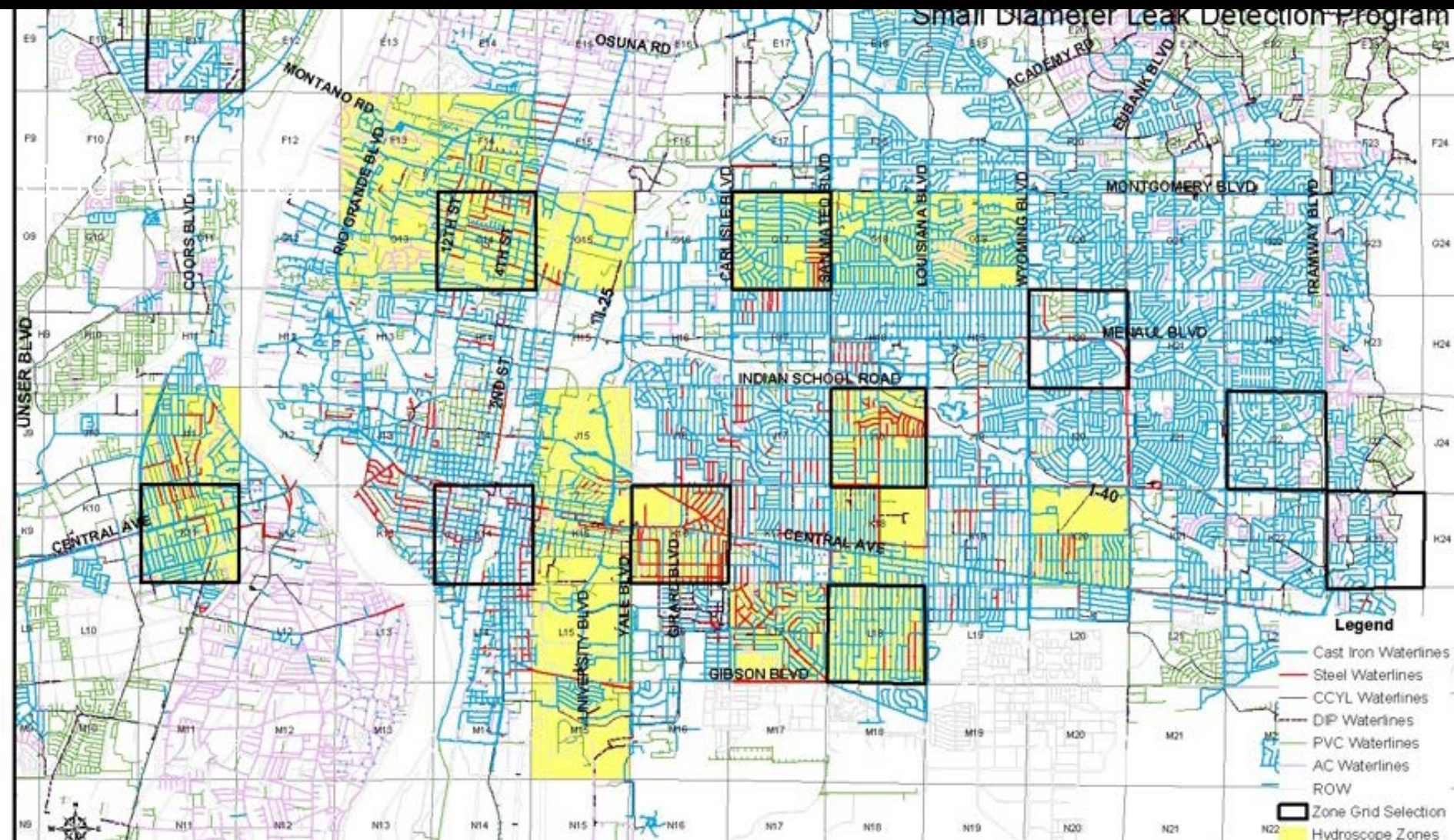


Main Line Leak Distribution Map FY1995 - FY2003  
Cast Iron and Steel Main Water Line Leaks





# Small Diameter Leak Detection Program





**Finalized AM Plan**



45% Reduction in  
Break Rate (and  
associated costs)

System









# **John Honoré**

## ***Natural Hazards Analyst***

Texas Division of Emergency Management

Texas Homeland Security

Texas Department of Public Safety





# **Rates and Fiscal Management**



# Why Do We Need To Charge for Water?



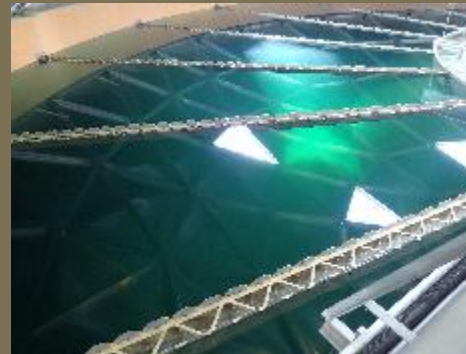


# Water Is Free.....





# But the SERVICE isn't!!!!





# We Want This



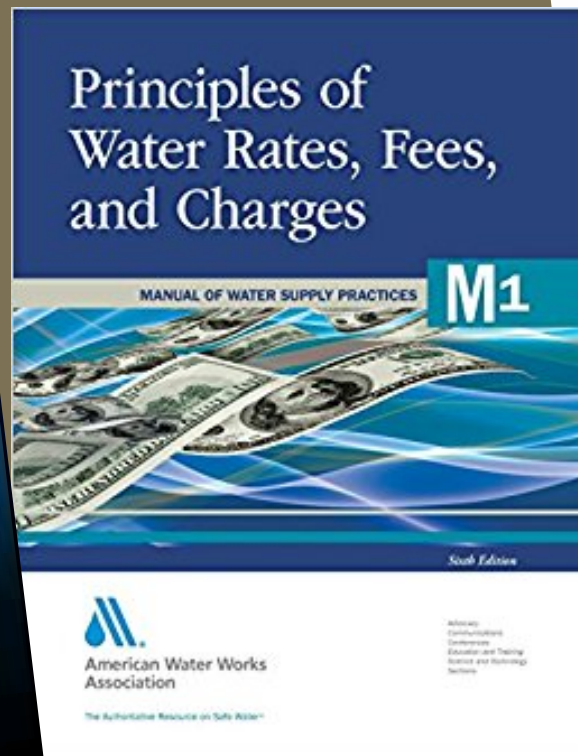
# But Want to Pay for This







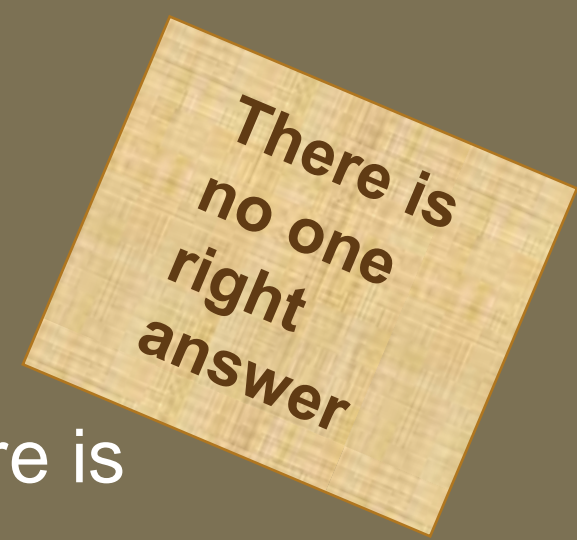
# To Pay for the Service: Need Customer Revenue







Rate Setting is about generating the amount of revenue you need but there is more than one way to get there.



There is no “right” rate

It's about the policy choices and value judgements you want to make





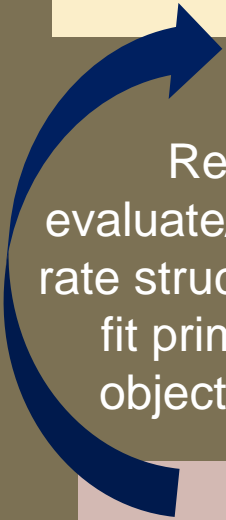
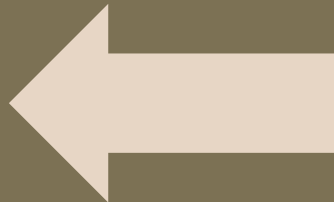
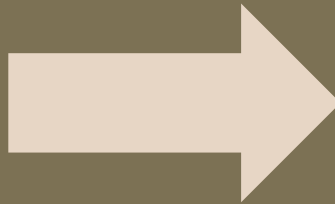
Determine How  
Much Revenue You  
Need  
(Full Cost Pricing)

Determine critical  
characteristics of  
your utility and  
community

Re-  
evaluate/adjust  
rate structure to  
fit primary  
objectives

Set rates using  
projected costs  
and revenues

Design the most  
appropriate rate  
structure





**Determine How  
Much Revenue You  
Need  
(Full Cost Pricing)**



**Operation and  
Maintenance**

**Contingencies  
for  
Emergencies**

**Principal and  
Interest on  
Long-Term Debt**

**Administrative  
Costs**

**Professional  
Services (Legal,  
Engineering,  
Accounting)**

**Repairs and  
Minor  
Equipment  
Replacement**

**Planned Capital  
Expenditures**

**Reserve  
Accounts**





Determine How  
Much Revenue You  
Need  
(Full Cost Pricing)

Where to Start:

Last year's budget (line  
item budget)

At zero





Determine How  
Much Revenue You  
Need  
(Full Cost Pricing)

## Considerations:

Do you have a separate budget for water

How have costs increased over time? What increases are expected next year?

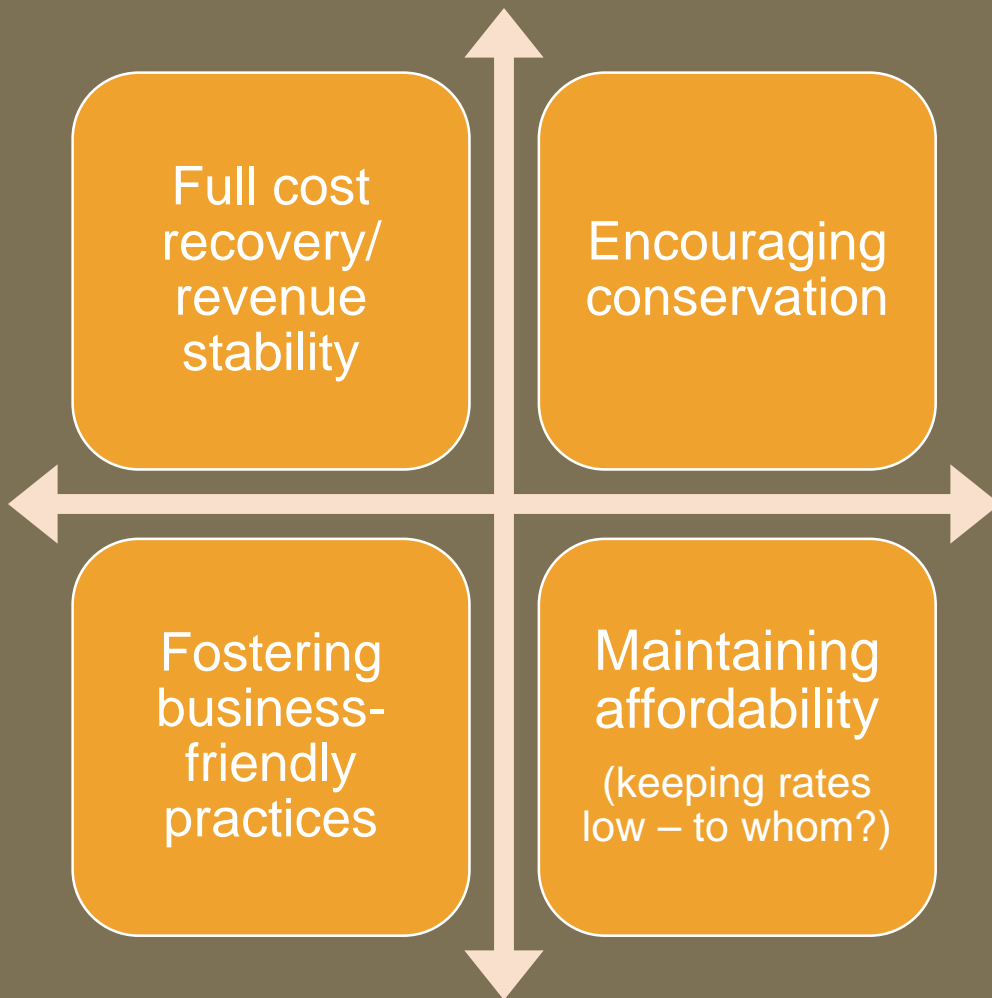
Remember inflation, changes in customers (usage, numbers, demographics)

Is capital planning complete, based on asset management or good plan?

Are the current costs for O&M, replacement, and repair adequate?



# Evaluate the priority of each goal



Determine critical characteristics of your utility and community

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Refer to this list and focus on the highest ranked objectives when following the guidelines for selecting the appropriate rate structure design.



1. Customer classes/distinction
2. Billing period
3. Base charge
4. Consumption allowance included with base charge
5. Volumetric rate structure
6. (If applicable) Number of blocks, block sizes and rate differentials
7. (Optional) Temporal adjustments
8. Frequency of rate changes

Design the most appropriate rate structure



# 1. Customer Classes/Distinction

| Alternative   | Targets                                 |
|---|---|
| One rate structure for all  | All are equal                           |
| Separate rate structure for residential, irrigation, commercial, industrial, governmental, or wholesale customers | Specific type of customer               |
| One rate structure, but with different base charges based on meter size   | Non-residential or multi-family housing |
| One rate structure for all, but with blocks that implicitly only target non-residential use                       | Non-residential                         |
| Negotiated rate structure with individual high-use customers (typically an industrial customer)                   | Only one customer                       |
| Different rates for customers outside municipal limits/service area boundaries                                    | “Outside” customers                     |



## 2. Billing Period





# 3. Base Charges

## PROS

Higher “guaranteed” revenue to pay off the fixed costs;  
Higher month-to-month revenue stability

## CONS

Customers with very low usage are paying a high unit price;  
Customers do not witness a significant change in bill if conserve water



High  
Base  
Charge

Low  
Base  
Charge

*Suggestion: Smaller utilities should lean towards higher base charges*



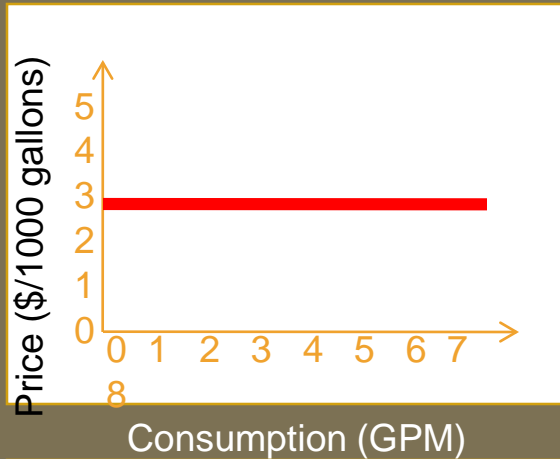
## 4. Consumption Allowance with Base Charge



*Suggestion: For systems with low base charges, do not include any consumption allowance. For systems with high base charges but wish to encourage conservation, keep consumption allowance low, if any.*

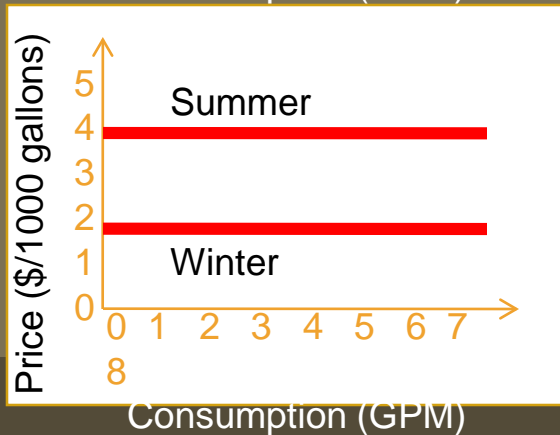


# 5. Volumetric Rate Structure



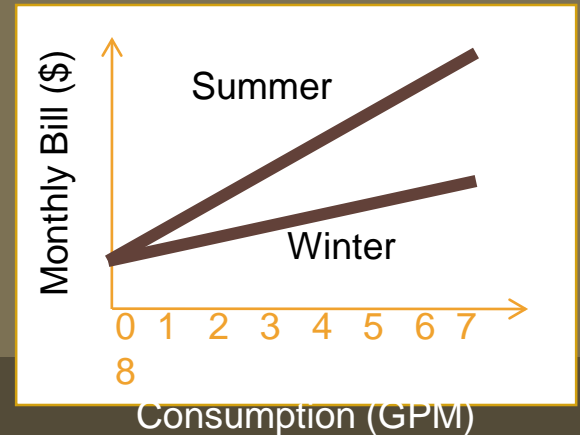
Uniform (“Flat”) Rates

Simple and Fair



Seasonal (Uniform) Rates

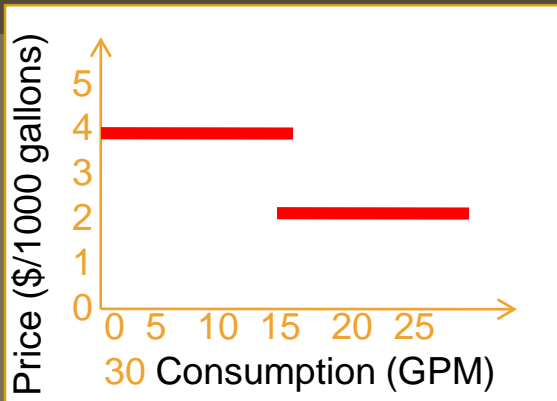
Conservation-oriented, good for seasonal communities



*Suggestion: Pick the volumetric rate structure that fits your stated primary objectives best. Do not use decreasing blocks for residential consumption.*

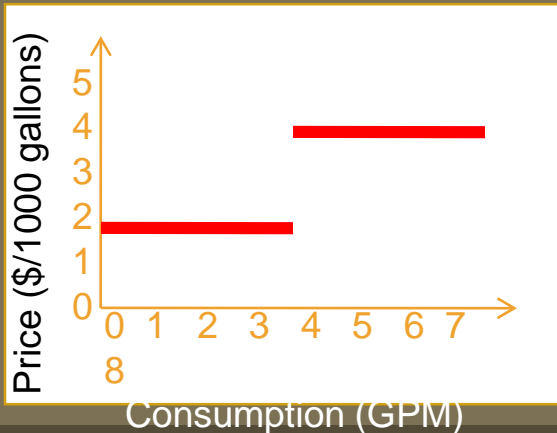
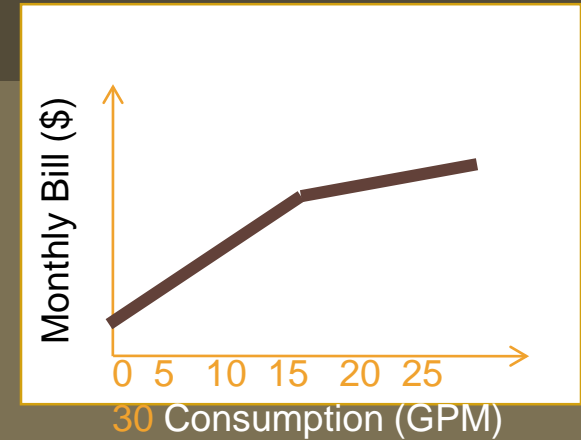


## 5. Volumetric Rate Structure (Cont.)



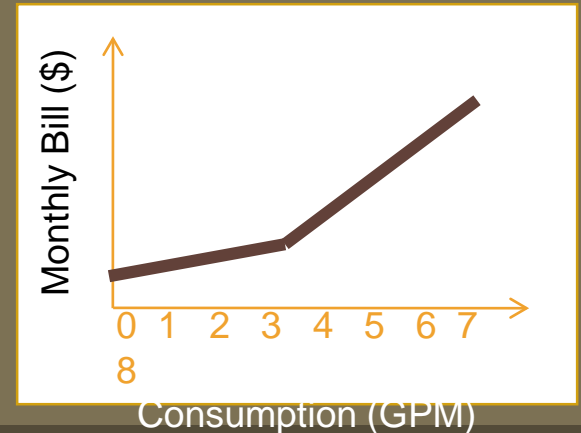
### Decreasing Block Rates

Provide price break for large users (e.g.: commercial). Do not use for residential.



### Increasing Block Rates

Conservation-oriented. Consider large families.



*Suggestion: Pick the volumetric rate structure that fits your stated primary objectives best. Do not use decreasing blocks for residential consumption.*



## 6. Block Designs (If Applicable)

For block rate structures to be effective:

Decide on the correct number of blocks

Decide on where the blocks should end/start



## 7. (Optional) Temporal Adjustments

Prepare for drought in advance: create an ordinance *in advance* to give the utility the ability to raise rates temporarily during a water shortage scenario (sometimes called “drought surcharges”).

Specify the potential rate increases precisely.

Rate increases should be substantial to encourage conservation.

Explicitly state the conditions that would trigger the temporary rate changes on and off. Tie the triggers to your water shortage response plans and water reservoir/well levels.

*Note: Temporary rate increases that are significant in magnitude have been shown to be effective methods of encouraging conservation while recovering lost revenue.*



## 8. Frequency of Rate Changes

Decide when and how often you will review your rates. Some alternatives:

Always review your rates annually  
(recommended)

Review your financial health indicators annually,  
and then review your rates if any of the indicators  
reflect poor financing

Pass an ordinance or internal policy to raise rates  
each year automatically based on inflation



## 8. Frequency of Rate Changes

*Important: Avoid maintaining low rates at the expense of your utility's financial health. It will either lead to a sudden, massive rate increase in the future or to failing systems and endangering public health.*



Choose the rate structure that best meets your needs, remember there is no “right rate”

There are lots of rate structures that will achieve the correct amount of revenue

Set rates using projected costs and revenues



This is an  
example !

Total Estimated Annual Expenses for the  
Water Utility =

\$453,000

Amount Needed for Repair and Replacement  
Out of Rates for Next Year =

\$200,000

Desired Amount for Reserve Accounts =

\$150,000

Total Estimated Amount of Revenue Needed =

\$803,000

Set rates using  
projected costs  
and revenues



## **Option 1: Flat Rate**

Every customer pays  
\$35/month

**Total Revenue = \$840,000**

## **Option 2: Fixed Fee Plus Variable Rate (1 Block)**

Fixed Fee Per Month = \$16/month  
Block Rate = \$3.00/1,000 gallons  
used

**Total Revenue = \$813,264**

## **Option 3: Fixed Fee Plus Variable Rate (Increasing Block)**

Fixed Fee Per Month = \$16/month  
Block Rate = 0 to 6,000 gallons  
\$1.80/1,000 gallons, 6,001 – 10,000  
gallons, \$3.50/1,000 gallons, 10,001  
and up \$8.00/1,000 gallons

**Total Revenue = \$804,011**

## **Option 4: Fixed Fee Plus Variable Rate w/ 5,000 Gallons in Base Rate**

Fixed Fee Per Month = \$29/month  
5,000 gallons in Base Rate  
Block Rate = 5,001 – 10,000 gallons,  
\$3.50/1,000 gallons, 10,001 and up  
\$8.00/1,000 gallons

**Total Revenue = \$820,983**



# Summary of Revenues

| Option   | Total Revenue Generated | Total Revenue Needed | Surplus/<br>Reserves |
|----------|-------------------------|----------------------|----------------------|
| Option 1 | \$840,000               | \$803,000            | \$37,000             |
| Option 2 | \$813,264               | \$803,000            | \$10,264             |
| Option 3 | \$804,011               | \$803,000            | \$1,011              |
| Option 4 | \$820,983               | \$803,000            | \$17,983             |



# Utility Rates in Time of Drought

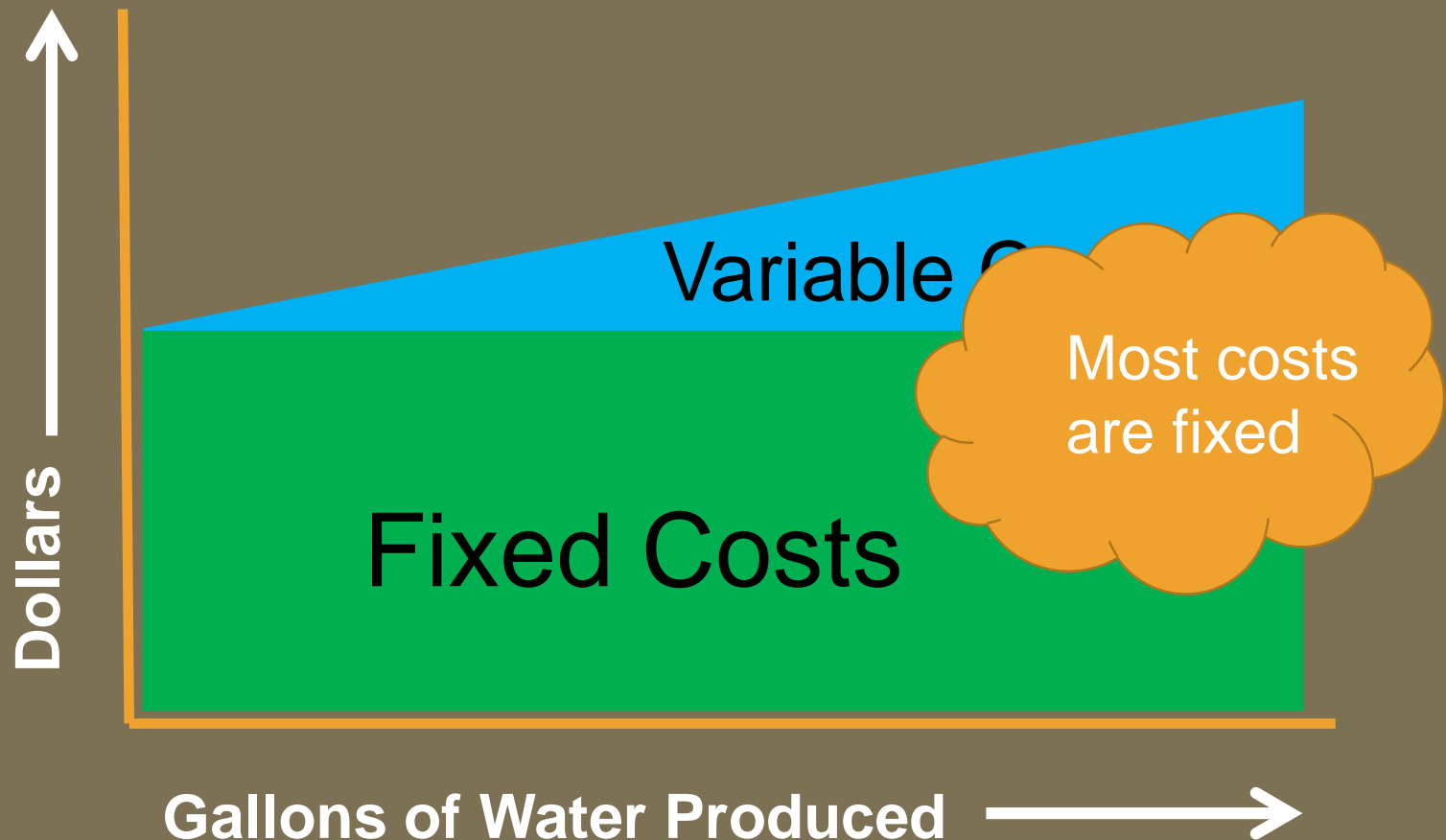


*When you know better you do better*

*Maya Angelou*



# Expenses Can Be Fixed or Variable....





# Revenue To Cover Expenses Comes Primarily from Customer Rates

City of Petaluma Water and Wastewater Bill [www.cityofpetaluma.net](http://www.cityofpetaluma.net)

**A** Account Number: 555555-55  
BILL DATE: 2/26/2009  
DUE DATE: 3/28/2009

Customer Name: John&Mary Doe  
Service Address: 123 Main St.

**B** **Billing Detail:**  
Summary of Charges from 12/29/2008 - 2/25/2009

|                                   |            |       |                 |
|-----------------------------------|------------|-------|-----------------|
| <b>Water Charges</b>              |            |       |                 |
| Tier 1 - (0-18)                   | \$2.70/hcf | 17    | \$45.90         |
| Tier 2 - (19-36)                  | \$3.10/hcf | 0     | \$0.00          |
| Tier 3 - (37-48)                  | \$3.73/hcf | 0     | \$0.00          |
| Tier 4 - (49+)                    | \$4.13/hcf | 0     | \$0.00          |
| Base/Service Charge               |            |       | \$12.40         |
| <b>Total Water Charges</b>        |            |       | <b>\$58.30</b>  |
| <b>Wastewater (Sewer) Charges</b> |            |       |                 |
| Sewer Consumption                 | \$6.23/hcf | 17.00 | \$105.91        |
| Base/Service Charge               |            |       | \$26.28         |
| <b>Total Wastewater Charges</b>   |            |       | <b>\$132.19</b> |
| <b>Other Charges</b>              |            |       |                 |
| Fire Sprinkler Charge             |            |       | N/A             |
| Hydrant Charge                    |            |       | N/A             |
| <b>Total Other Charges</b>        |            |       | <b>\$0.00</b>   |
| <b>Total Charges</b>              |            |       | <b>\$190.49</b> |

Winter Sewer Average 20.00  
\*Note: hcf= hundred cubic feet; 1 hcf= 7.48 gallons

**C** **Summary of Charges**

|                                      |                 |
|--------------------------------------|-----------------|
| Previous Balance                     | \$133.19        |
| Payment - Thank You                  | \$123.19        |
| Water, Wastewater, and Other Charges | \$190.49        |
| Adjustments/ Deposits                | \$0.00          |
| <b>Total Amount Due</b>              | <b>\$200.49</b> |

**D** **Meter Readings:**

|   |          |
|---|----------|
| Current Meter Reading                   | 880      |
| Prior Meter Reading                     | 863      |
| Water Usage This Period (hcf)           | 17       |
| Water Usage This Period Last Year (hcf) | 25       |
| Meter Number                            | 12345678 |

**E** **Consumption**

**F** **CITY OF PETALUMA**  
Water and Sewer Invoice  
11 English Street  
P.O. Box 6011  
Petaluma, CA 94953-6011

BILLING PERIOD: 12/29/2008 - 2/25/2009  
SERVICE ADDRESS: 123 Main St.

ADDRESSED:  
95232276 ACCT 54555555-55  
7000004336 01:0031:0144 4134/3

John&Mary Doe  
123 Main St.  
Petaluma, CA 94953

☐ Please check this box if address or name has changed. Indicate changes on reverse side. Call 707-778-4300 if service address has changed.

**IF PAYING BY MASTERCARD OR VISA, FILL OUT BELOW**

|   |                                     |                               |
|---|-------------------------------------|-------------------------------|
| <input type="checkbox"/> CHECK CARD USING FOR PAYMENT | <input type="checkbox"/> MASTERCARD | <input type="checkbox"/> VISA |
| CARD NUMBER   | SIGNATURE CODE                      |                               |
| SIGNATURE   | EXP. DATE                           |                               |
| STATEMENT DATE  | PAY THIS AMOUNT                     | ACCT #                        |
| 2/26/2009   | \$200.49                            | 555555-55                     |

Amount Enclosed: \$

Please make checks payable to the CITY OF PETALUMA. Please make sure address appears in envelope window.

REMIT TO:

CITY OF PETALUMA  
P.O. Box 6011  
Petaluma, CA 94953-6011

**1111**

How are rates structured?





**VARIABLE  
CHARGE**

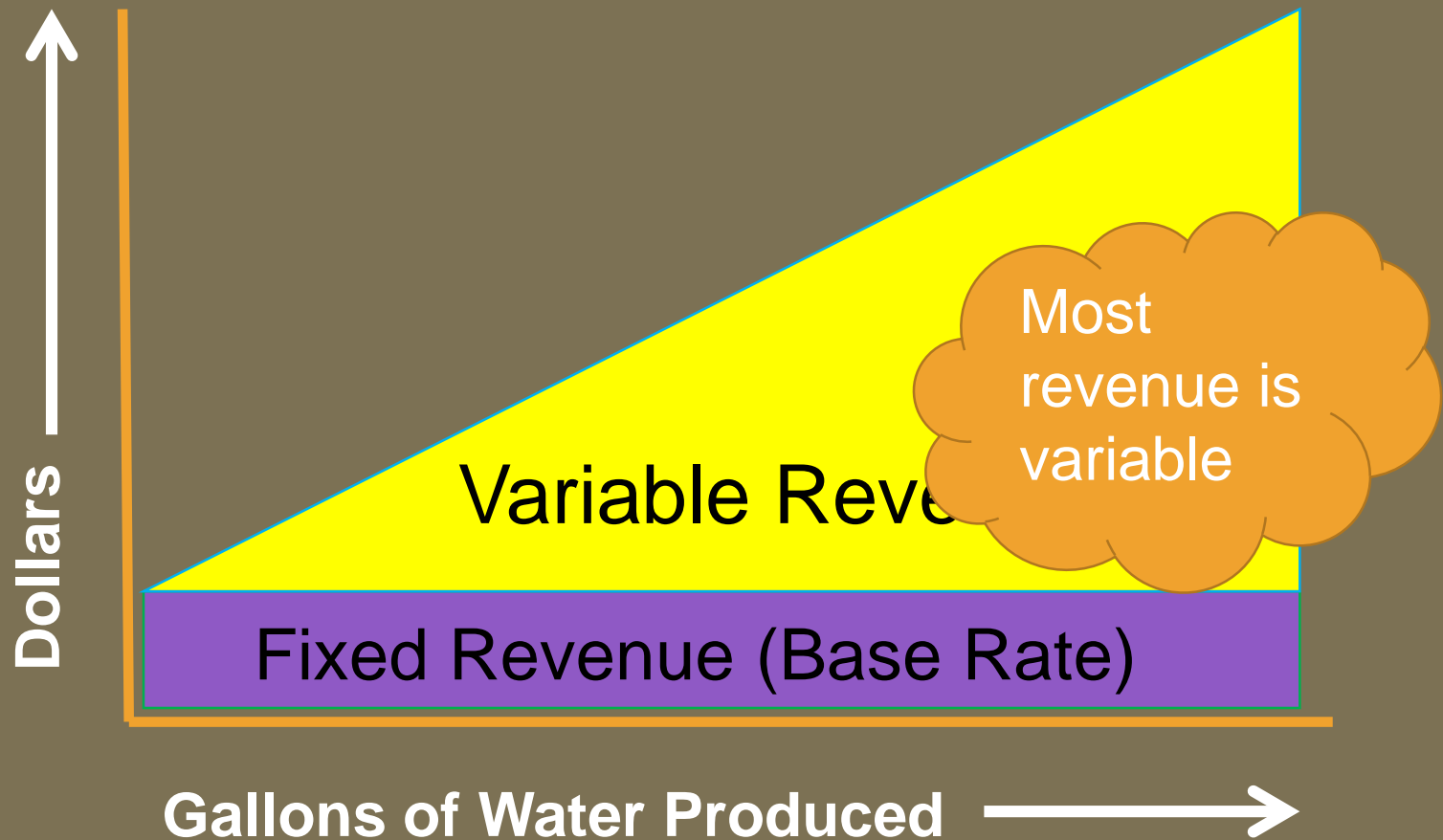




Does most  
revenue come  
from the base  
rate or variable  
charge?



# The Revenue Picture



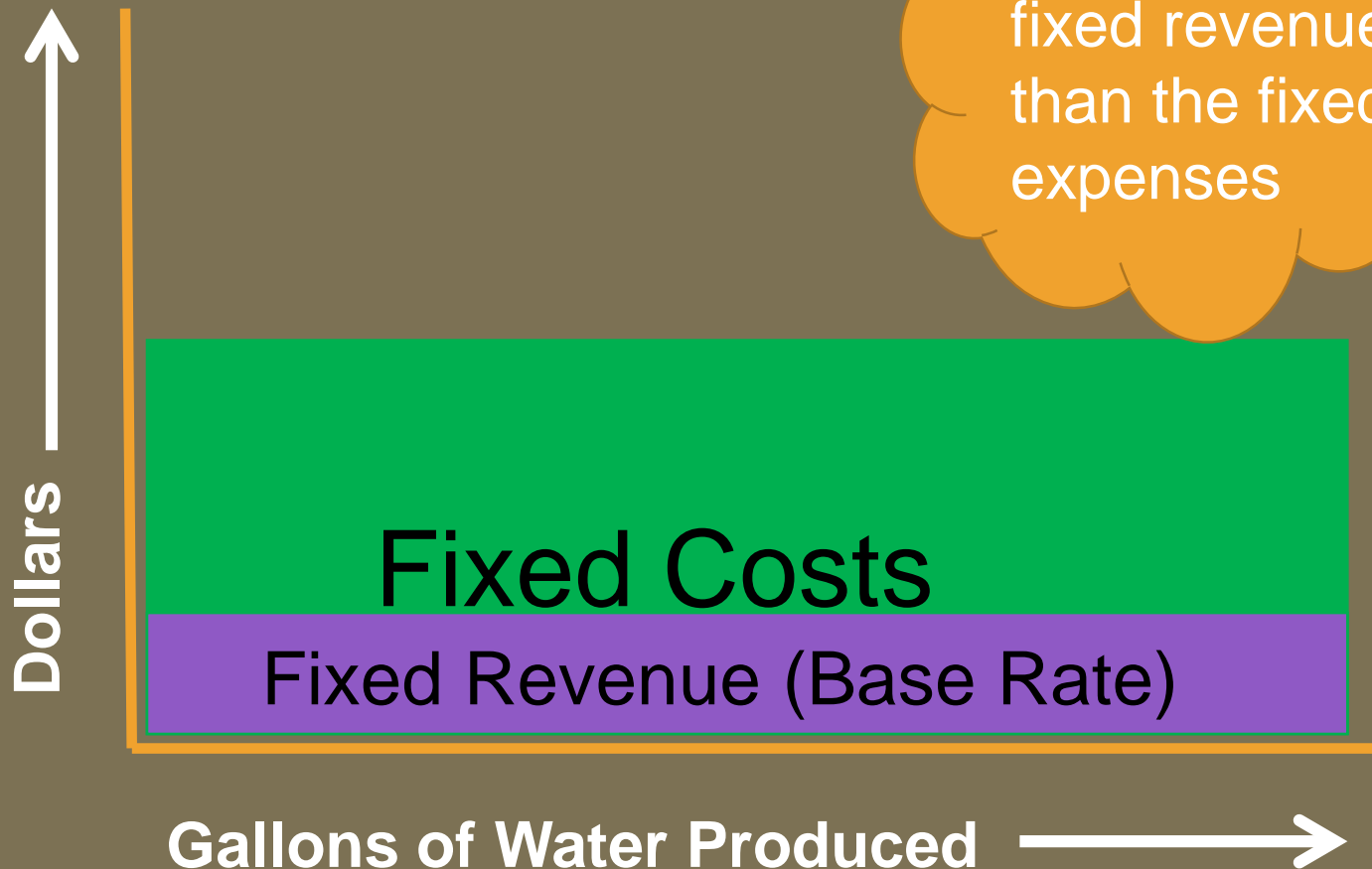


# Is there a mismatch?





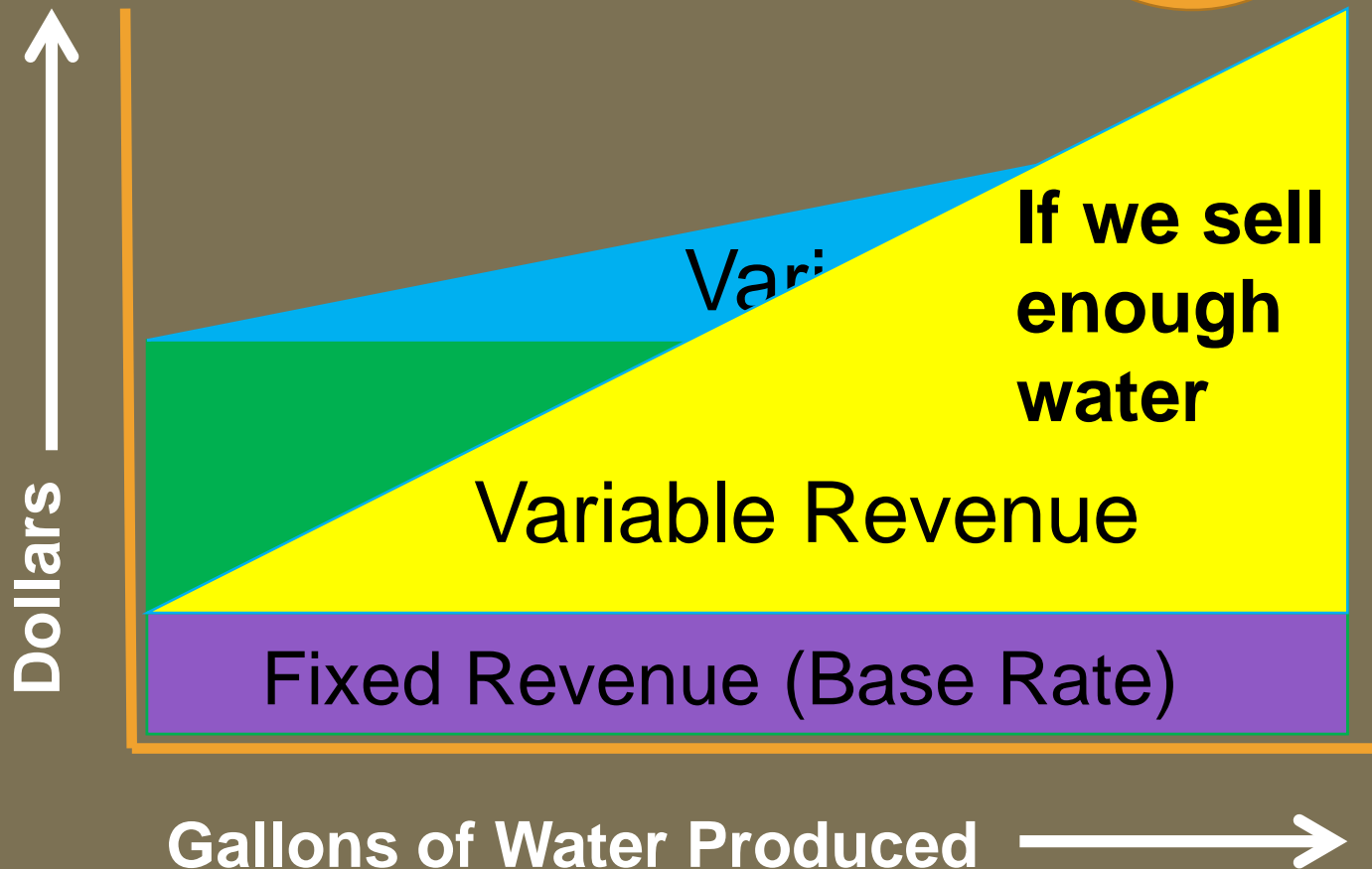
# Expenses Vs. Revenues





# Expenses Vs. Rev

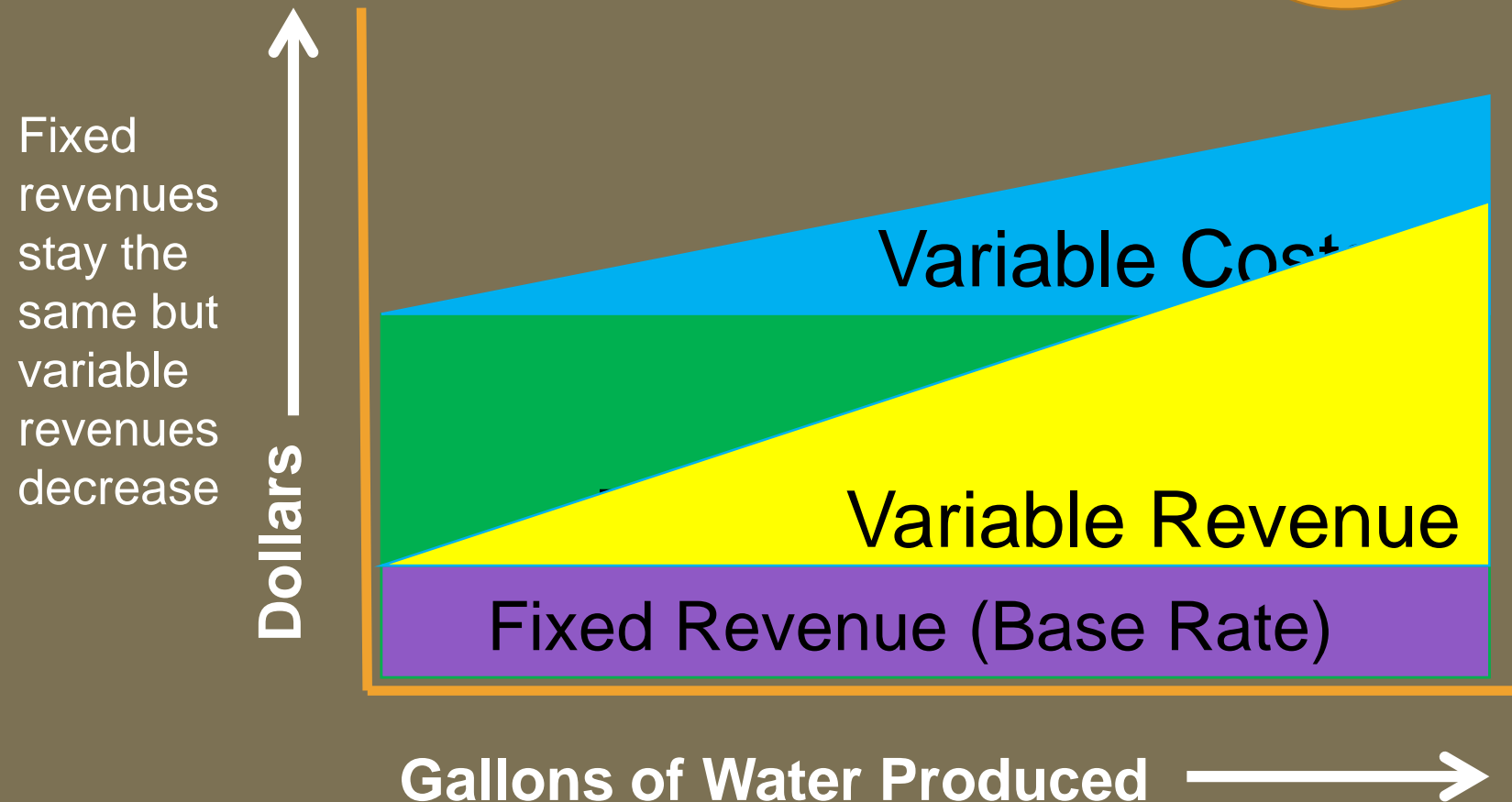
But, we can collect more variable revenue than we need to cover the shortfall.....





# Expenses Vs. Rev

What happens when customers conserve?





# Shortfalls are Possible





Now What?



**Requested  
Revenue  
Increase  
\$7,393,400**



# Rates Have to Rise to Cover Expenses



OR

VARIABLE  
CHARGE







What do we tell  
our customers  
about  
conserving?



**THIN**  
**CONSERVE**  
**WATER**



Conserve and you will .....





*But...*



# We Have to Raise Rates



OR

VARIABLE  
CHARGE

To Cover  
Shortfalls



**“I did what you asked me to do, and you punished me for it”**





# Water System Loses Credibility

Credibility



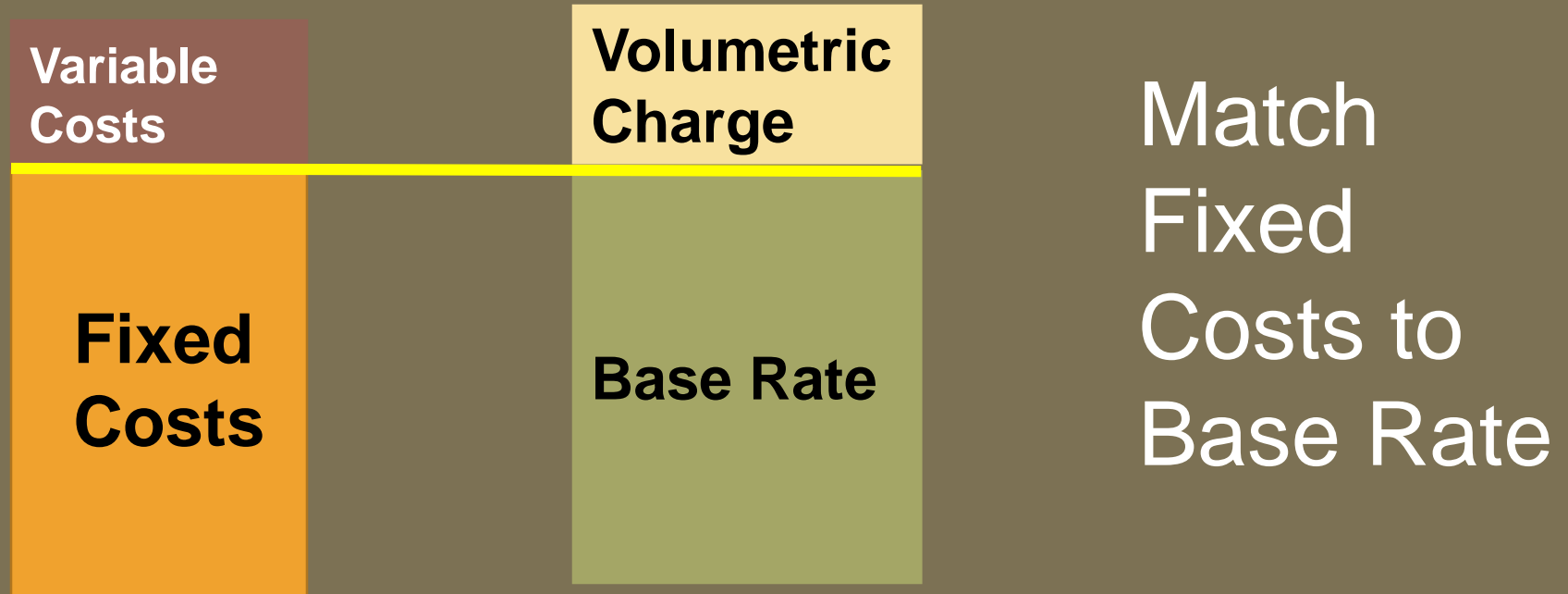


# Need Some New Approaches





# One Option...





# What are the Up-Sides?

When consumers use less, basic costs are still covered, no revenue shortfall

Water conservation price signals remain for volumetric portion of bills

Water system credibility remains in tact





# Nothing's Ever Easy...

Higher base bills will have a disproportionate impact on low income customers

Because so much of bill is base bill, price signal for water conservation may not be sufficient, alone, to prompt conservation





# Another Option: Decouple Water Conservation and Cost Savings

Providing excellent water service – need to pay for the service you receive

Conserving water so that we can have water now and into the future

Two completely different things



# Resource

Free guide written for  
utility managers in  
June 2009

<http://www.efc.unc.edu/publications/2009/GuidelinesDesigningRateStructures.pdf>

## Designing Rate Structures that Support Your Objectives: Guidelines for NC Water Systems

June 2009



Funding support for these guidelines provided by the Public Water Supply  
Section of the North Carolina Department of Environment and Natural  
Resources, and the United States Environmental Protection Agency



**Short Term**

**Medium**





# Short Term



## Operating Budget



# Reserve Funds

**Operating Cash Reserve Fund** — Covers unexpected revenue shortfalls

**Planned Repair/Replacement Reserve Fund (Also called Short-Term Reserve)** — Purchase , repair or rehabilitate items with a 1 to 10 year life span

**Planned Capital Improvements Reserve** — Construct or upgrade facilities in response to growth or change, including new regulations; can lesson debt load; can pay for pre-construction expenses

**Unscheduled/reactive maintenance or Emergency Reserve** — Provide funds for unforeseen repairs or replacement

**Debt Service Reserve** — Ensure funds are available to meet debt repayment terms



# Reserve Goals and Minimums

| Reserve Account                                       | Reserve Goal  | Reserve Minimum  |
|---|---|--|
| Operating Cash Reserves                               | 3 to 6 months' worth of operating and PM  | 2 months worth of operating and PM   |
| Unscheduled/reactive maintenance or Emergency Reserve | Average expenditure for past 5 years reactive repairs + 10% + current cost of most expensive item not included in spare parts inventory | Amount equal to the most recent typical year's expenditure for reactive repairs + 5% + current cost of most expensive item not included in spare parts inventory |
| Planned Repair/Replacement Reserve                    | Predicted by AM Plan or R&R Schedule  | 5% of total system replacement cost or 3 months of operating expenses  |



# Reserve Goals and Minimums

| Reserve Account                      | Reserve Goal                                     | Reserve Minimum  |
|--------------------------------------|--|--|
| Planned Capital Improvements Reserve | Predicted by AM Plan or Capital Improvement Plan | 10 to 30% of the future cost of anticipated capital projects |
| Debt Service Reserve                 | Specified by loan agency                         | Level required by debt covenants                             |





Medium



community improves relating rates unlimited helps stakeholder use stabilizes major financial decision-making tax limited programming linking communities expenditure grant-in-aid ability federal budgeting timeframe capacity provides needs long-term programs effectively allocate cooperation state communication

# Capital local Improvement Plan





# Financial Indicators



*When you know better you do better*

*Maya Angelou*

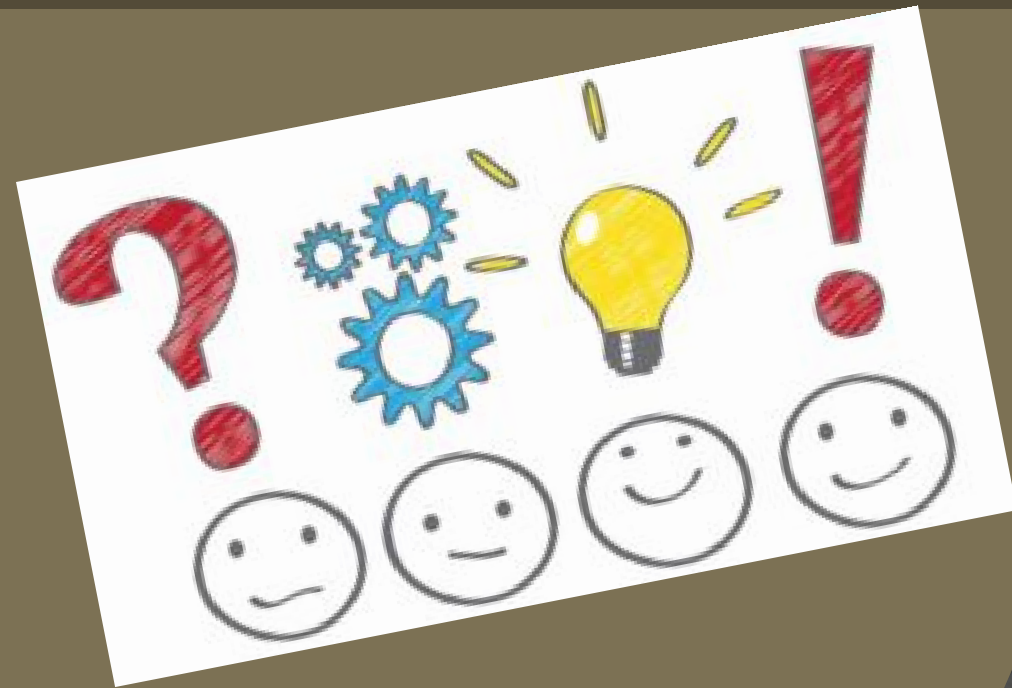


# Financial Ratios

| Ratio                          | What Ratio Measures                      | Method of Calculation  | Levels  |
|--------------------------------|--|--|---|
| Liquidity Ratio                | Ability to pay current liabilities       | Current assets divided by current liabilities                                | < 25, cause for concern<br><1 a major cash liquidity problem                        |
| Leverage Ratio (or Debt Ratio) | How much a utility relies on debt        | Total liabilities divided by total assets                                    | 0.5 or less good  |
| Operating Ratio                | The utility's profitability or stability | Operating revenues divided by operating expenses                             | <1 financial distress<br>1.25 to 1.5 required by many lenders                       |
| Debt Service Coverage Ratio    | The utility's ability to pay it's debt   | Net Operating income plus current depreciation divided by total debt service | 1 = just enough revenue to cover debt<br>1.15 or greater = required by many lenders |



# Questions/Comments







# Funding Options

Funder presentations





# **Water System Collaboration**

Cooperative Approaches to Drinking Water Challenges





# Water System Challenges

## Technical

- Infrastructure - Inadequate or aging
- Source – Limited, poor quality/quantity
- Lack a certified operator

## Financial

- Limited part time management attention
- Lack of expertise in long-term water system planning or operations

## Managerial

- Diseconomies of scale (few households = high costs)
- History of water rates that are too low
- Limited knowledge of financing options



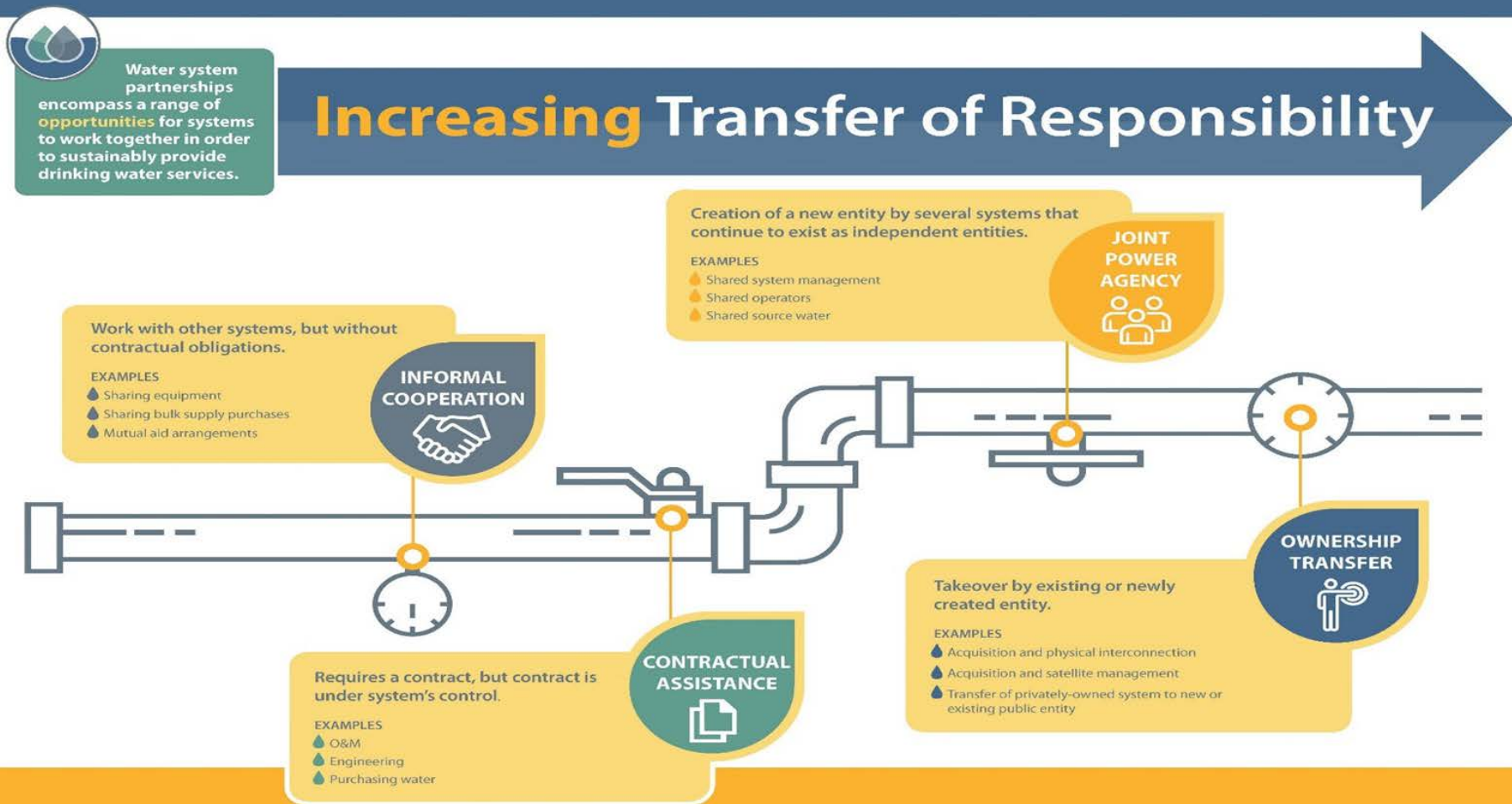
# Overcoming Water System Challenges



Water System Partnerships are a **tool** for building capacity



# Different Types of Partnerships

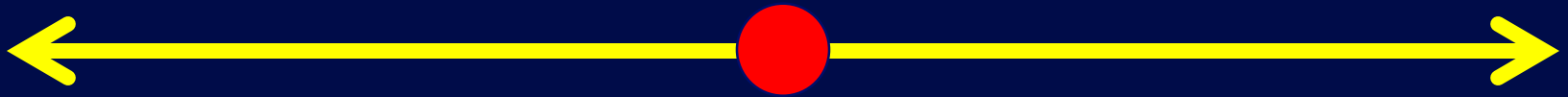






Loose, Less  
Formal  
Arrangements

Defined, More  
Formal  
Arrangements



Any kind of collaboration can be helpful







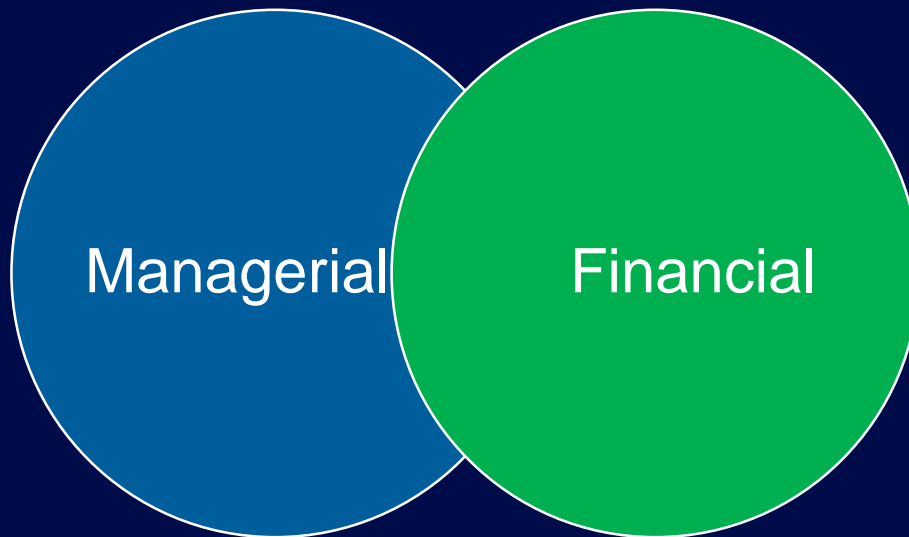


Less Formal

More Formal



Buying  
Consortium



Systems work  
together to buy  
equipment or  
supplies



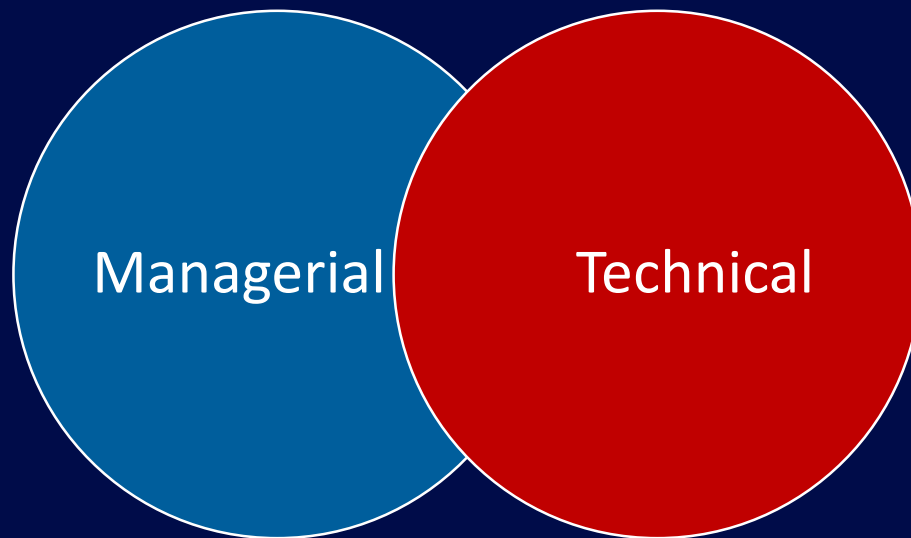


Less Formal

More Formal



Information  
Sharing



Systems share  
information  
regarding  
regulations,  
planning,  
infrastructure



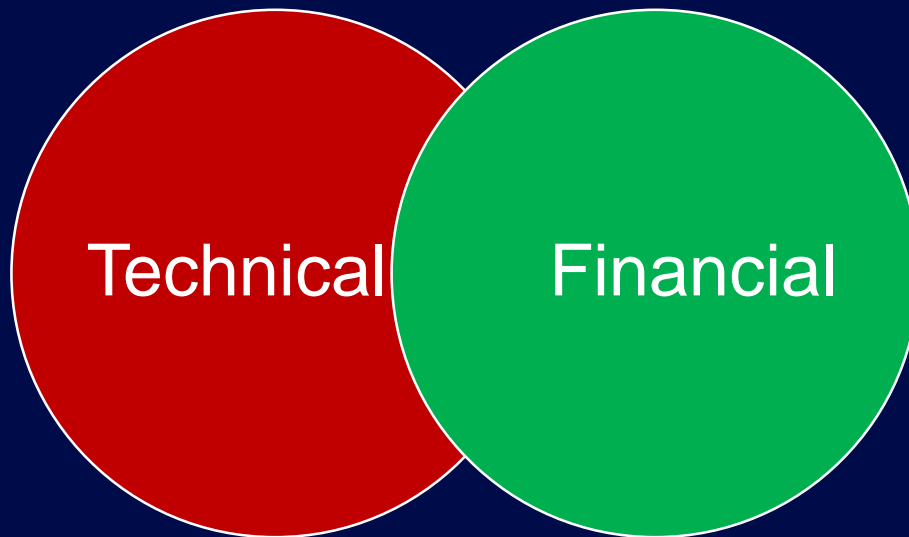


Less Formal

More Formal



Equipment  
Sharing



Systems share  
equipment so  
each one does not  
have to  
buy/own/rent all  
the equipment  
they need



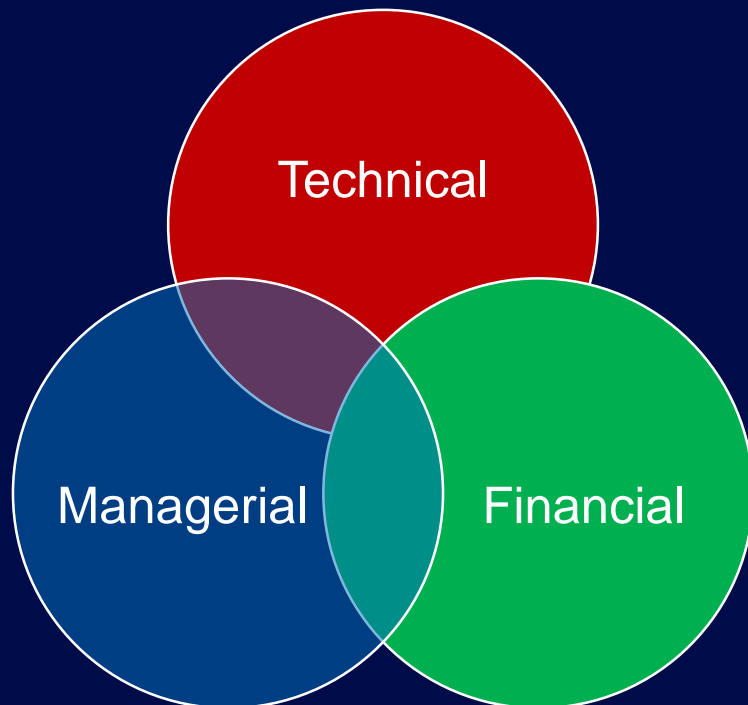


Less Formal

More Formal



Mutual Aid/Emergency  
Assistance



Systems assist  
each other during  
an emergency or  
time of need



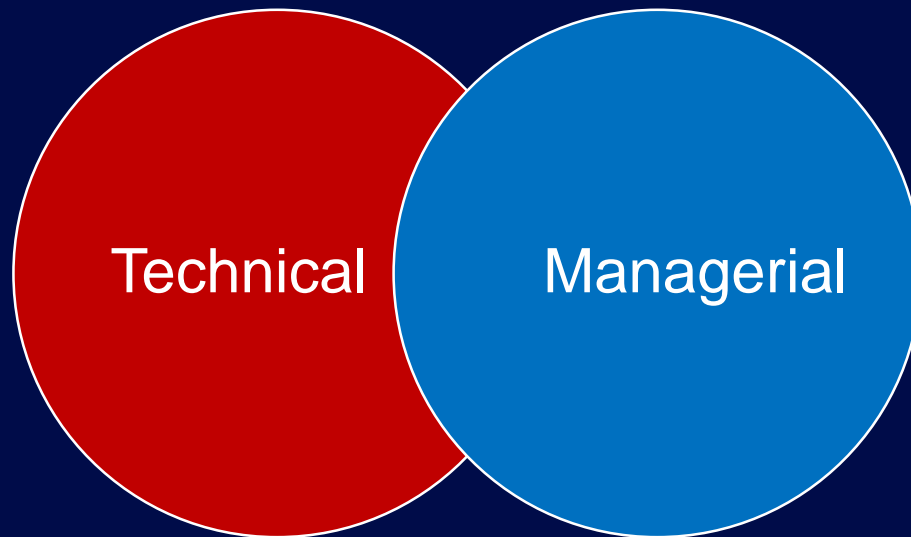


Less Formal

More Formal



Emergency  
Interconnect



Systems have a  
physical  
connection that is  
only used during  
emergencies



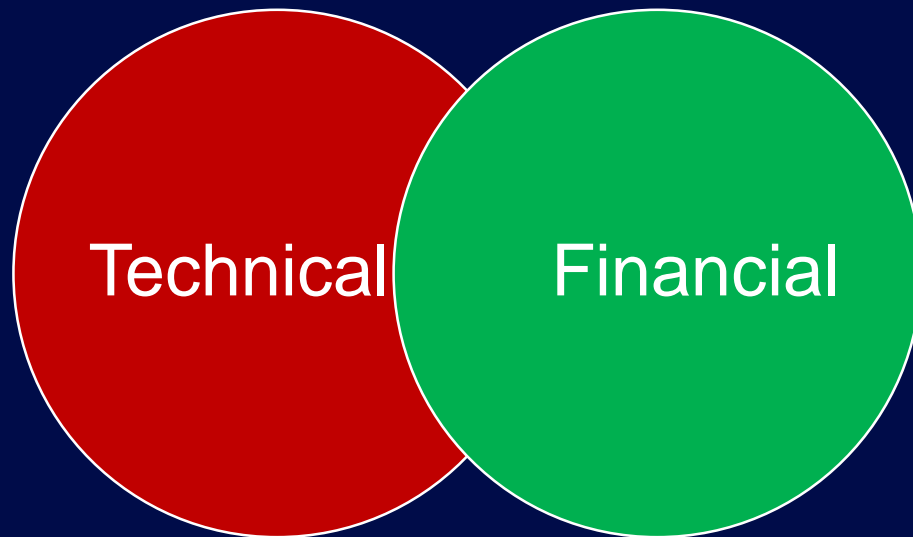


Less Formal

More Formal



Operational  
Collaboration



Systems share an  
operator or  
contract with the  
same operator or  
operation  
company



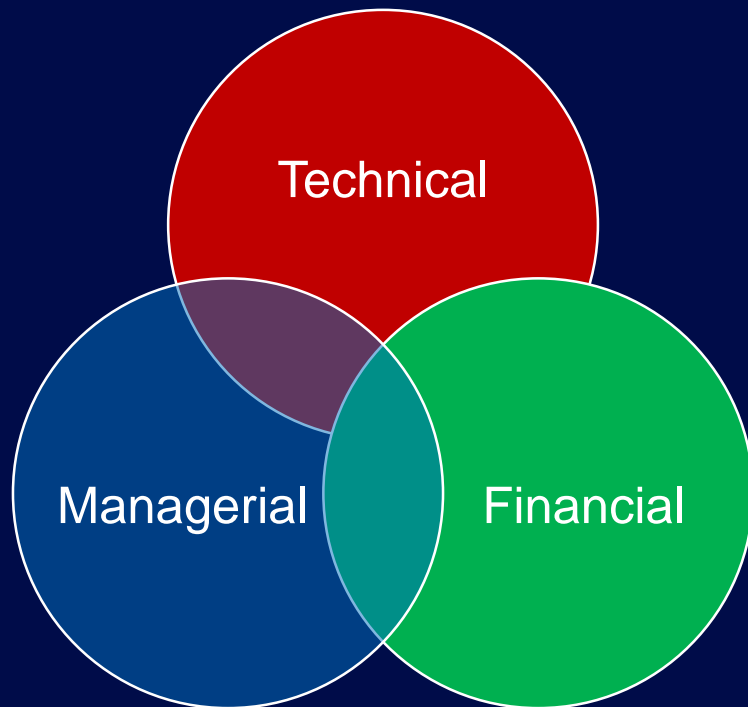


Less Formal

More Formal



Managerial  
Collaboration



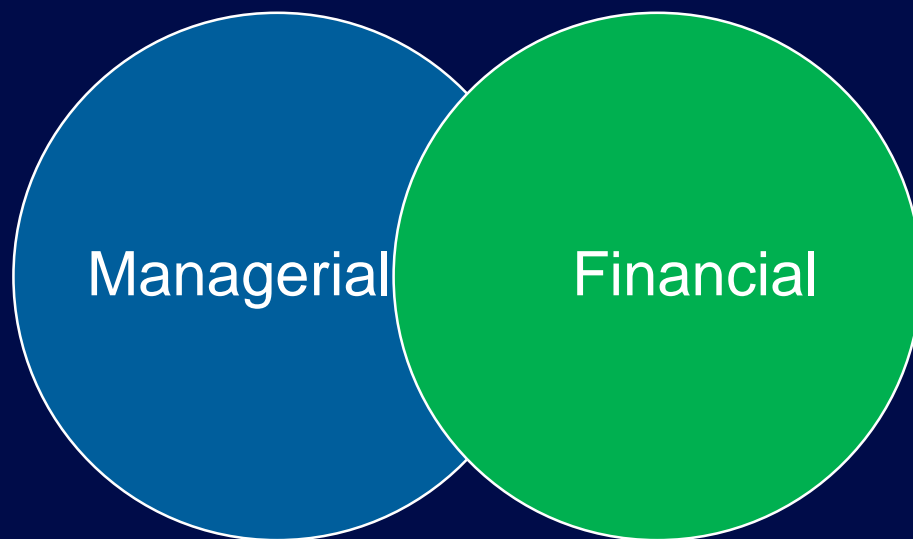
Systems share  
management  
structure but  
systems are not  
interconnected





Less Formal

More Formal



Systems share a financial connection. Many options available.



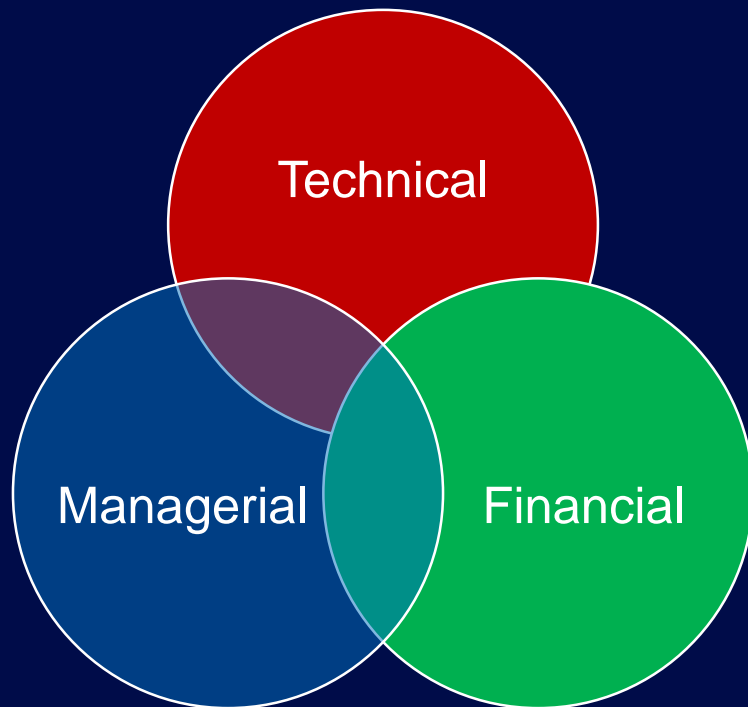


Less Formal

More Formal



Regional Entity



Systems form a regional entity either as a separate option or the only option. All have a role on the board.





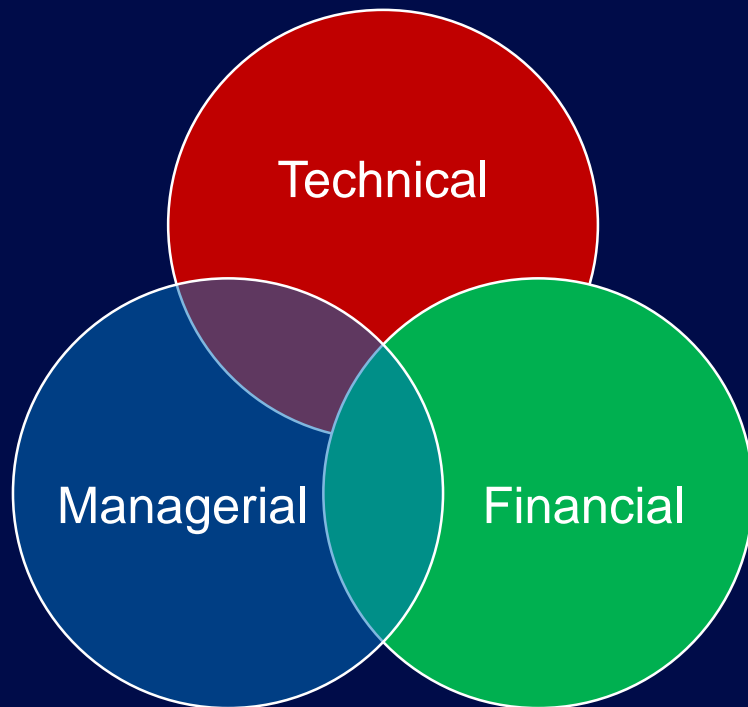
Less Formal

More Formal



Systems dissolve into  
neighboring entity

Systems lose  
independence.  
Only one utility  
remains.







# Partnership Benefits – Big Picture

| System   | State   | Customer   |
|--|---|--|
| <ul style="list-style-type: none"><li>• Economies of Scale</li><li>• Long Term Savings</li><li>• Improved Customer Service</li><li>• Planning for Future Operations</li><li>• Increased TMF Capacity</li></ul> | <ul style="list-style-type: none"><li>• Improved Compliance</li><li>• Potential Reduction in Number of Regulated Systems</li><li>• Resource Savings</li><li>• Improved Customer Relations</li></ul> | <ul style="list-style-type: none"><li>• Improved Water Quality</li><li>• Reduced Long Term Costs / Lower Water Bills</li><li>• Increased Reliability</li></ul> |



A blue-tinted photograph of industrial machinery, specifically large pipes and valves, serving as a background for the top portion of the slide.

# **Motivations for Collaboration Or What's in it for me?**

- Cost savings!!!!
- Addressing Staffing Needs
- Increased ability to comply with regulations
- Ability to access professional services
- Increased access to necessary equipment and/or supplies





# Movement Towards Partnerships

- Systems are struggling with a complex suite of existing rules requiring simultaneous compliance; as well as key health advisories.
- High expectations on the part of the public for safe drinking water for everyone.
- Water systems need a high level of technical, managerial, and financial capacity to meet all of their obligations.
- Need for leveraging lowered available resources.
- Technology to allow system to work in more informal partnerships exists.





# Common Concerns with Collaboration

- Desire for Autonomy
- Mistrust of Other Systems
- Lack of Knowledge of Other Systems
- Lack of Knowledge of the Options
- No Outside Independent Force to Get Collaboration Started






# Elements of Successful







"Without  
clear goals  
you have  
no light at  
the end of  
the tunnel."

*- Stephanie Wasylyk*

It's important to have a thorough understanding of what you want to get out of the partnership

The organization must have agreement from the leadership on down regarding the goals.

The goals for each party must be clearly articulated to the others.









SUCCESS





**SHORT TERM**

**LONG TERM**







**WHAT ARE YOUR  
OBLIGATIONS?**



# Outside or Neutral Facilitation



Look for resources within the community or outside the community to assist in facilitating discussions





Communication  
is the key





What are the Financial Implications?

Repairs  
Office Maintenance  
Reduction of  
Retirement Plan Administration  
2015-2016 Employee Contributions  
Building  
Furniture  
Furniture Repair  
Furniture  
Furniture  
Furniture

14,558.10  
9,094.00  
281.43  
24,222.63  
1,722.40  
1,722.40  
5,241.04  
5,682.04  
381,948.49  
2,339.93  
63.50  
21.14  
112.92

4,860.00  
392.50  
5,252.50

380.33  
380.33  
760.66

380.33  
380.33  
760.66

380.33  
380.33  
760.66





# Case Studies





# Regional Entity for New Supply

- In Central Texas
- Several systems had problems meeting regulatory requirements
- New source could potentially solve the problem
- Formed a regional entity for the sole purpose of securing the new supply
- One member of each water system serves on the board of the new entity
- All individual water systems remain





# Shared Operators and Managers for Rural Water Systems

- Several small systems owned and managed by one entity
- Systems wanted to be bought
- Each system financed separately
- Operators on regional basis
- Operators know each others system
- Three levels: Operator, Regional Operator, Head Operator





# Sharing Bookkeeping

- Several small systems in southern New Mexico use the same accounting firm
- No connection between systems other than using the same firm
- Systems save considerable \$\$\$ and receive higher level expertise than they would otherwise be able to afford
- Added benefit, “We didn’t want to shut you off, the firm made us”





# Buying Consortium

- Entities work together to negotiate agreements for cheaper prices
- Take turns negotiating and leading the consortium
- If a utility won't take its turn, they are eliminated from the consortium
- No other relationship between systems





# Talking Led to Greater Collaboration

- Systems started by talking: Monthly meetings with guest speakers and topics of mutual interest
- Led to a mutual aid agreement
- Led to three utilities interconnecting
- Led to cooperation to obtain legislation
- Led to cooperation to protect utilities from lawsuits





# Conversion to Another Utility Type

- Utility started as municipality and became regional Authority





# Tools and Resources





# **Disasters Declared in TX include:**

- Hurricanes
- Flooding
- Wildfires / Structure Fires / Road Fires
- Tornadoes
- Straight-Line Winds
- Severe Storms
- Explosions
- Tropical Storms





# **WARN**

## Water and Wastewater Agency Response Network

“A mutual aid and assistance network provides water and wastewater utilities with the means to quickly obtain help in the form of personnel, equipment, materials and associated services from other utilities to restore critical operations impacted during an emergency.”

“Becoming a member of a mutual aid and assistance network before an emergency can make all the difference when your community’s water or wastewater system is in need of help. Use the resources below to ensure you have an effective support system in place.”





*Supporting statewide emergency preparedness, disaster response, and mutual aid for public and private water and wastewater utilities.*

*Need assistance? Call 866-989-9276  
or email [info@txwarn.org](mailto:info@txwarn.org)*

[Contact Us](#) | [Sign In](#) | [Register](#)

[Home](#) [About](#) [Training](#) [Mutual Aid Agreement](#) [Resources](#) [News](#) [Incidents](#)

## REQUEST ASSISTANCE

Click the link above to request assistance

TXWARN Partners

COMMUNITIES

## Welcome to TXWARN!

The mission of the Texas Water/Wastewater Agency Response Network (TXWARN) is to support and promote statewide emergency preparedness, disaster response, and mutual aid assistance for public and private water and wastewater utilities.

Working closely with the TCEQ and the State Emergency Operations Center, TXWARN is prepared to assist water and wastewater utilities in response and recovery during major system outages and increase your preparedness by providing new tools and proven practices that can enhance your utility's readiness to recover should disaster strike.

Become a  
**TXWARN**  
member today!

- Updates on news & events
- Access to online resources
- And much more!

[CLICK HERE TO SIGN UP!!](#)





# Building the Capacity of Drinking Water Systems

CONTACT US

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Building the Capacity of  
Drinking Water Systems  
Home

[About Small Systems](#)[Small System Resources](#)[Information for States](#)[Compliance Help](#)[Capacity Development  
Partners](#)[EPA Capacity Development  
Contacts](#)

## Water System Partnerships

[Partnerships Home](#)[Meeting Summary](#)[Case Studies](#)[Resources](#)

Drinking water systems face unique challenges in providing affordable drinking water that meets federal and state regulations. These challenges include aging infrastructure, increasing costs and declining rate bases, and limited technical and managerial capabilities. Drinking water systems can overcome these challenges by developing partnerships with other systems.

Partnerships provide opportunities to collaborate on compliance solutions, operations and maintenance activities, and to share costs with other nearby systems. This increases capacity and enables systems to provide safe and affordable water to their communities.

### What's New In Water System Partnerships

- [Stakeholder Meeting - Summary Notes](#)
- [Interactive Case Studies Map](#)
- [State Programs Supporting Cooperative Approaches for Drinking Water Systems](#)

**Coming Soon**

Partnership Benefits

<https://www.epa.gov/dwcapacity/water-system-partnerships>



# Resources Available

WATER SYSTEM PARTNERSHIPS:

STATE PROGRAMS AND POLICIES SUPPORTING COOPERATIVE  
APPROACHES FOR DRINKING WATER SYSTEMS







Questions?







**COURSE EVALUATION**

TEACHER  
PAPER  
FORMATIVE PERFORMANCE IMPROVEMENT  
STUDENTS SUMMATIVE RESPONSE  
EFFECTIVENESS  
QUESTIONS RESULTS  
LEARNING FEEDBACK  
INSTRUMENTS ANALYSIS  
BENEFIT  
QUALITY QUESTIONNAIRE  
ELECTRONIC INFORMATION  
MEASURE  
SURVEY  
TEACHING









# SOUTHWEST ENVIRONMENTAL FINANCE CENTER

Heather Himmelberger: [heatherh@unm.edu](mailto:heatherh@unm.edu)

Dawn Nall: [dnall@unm.edu](mailto:dnall@unm.edu)

James Markham: [jmarkham@unm.edu](mailto:jmarkham@unm.edu)

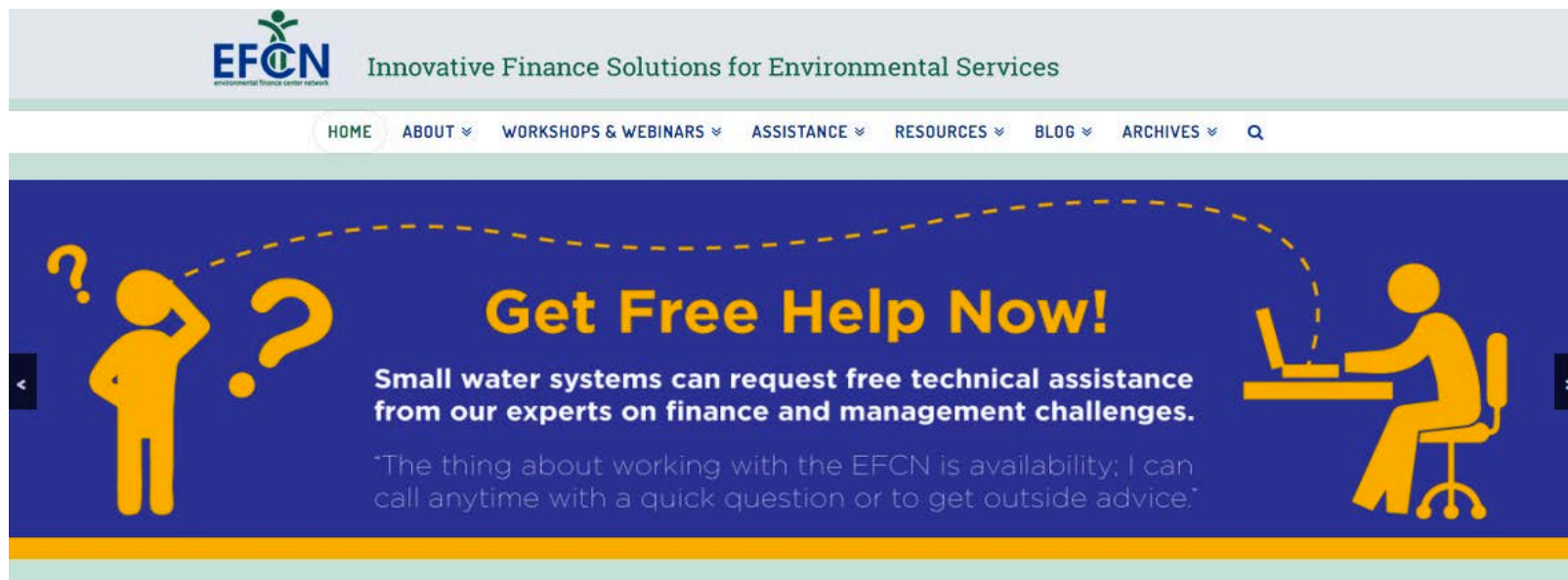
Department of Civil Engineering MSC01 1070  
1 University of New Mexico, Albuquerque, NM 87131  
505-277-0644  
[swefc@unm.edu](mailto:swefc@unm.edu)  
<http://southwestefc.unm.edu>





# Visit the EFCN Website – *[www.efcnetwork.org](http://www.efcnetwork.org)*

for more information on upcoming events, funding, and resources.



The screenshot shows the EFCN website header with the logo and tagline "Innovative Finance Solutions for Environmental Services". Below the header is a navigation menu with links: HOME, ABOUT, WORKSHOPS & WEBINARS, ASSISTANCE, RESOURCES, BLOG, ARCHIVES, and a search icon. The main banner features a blue background with yellow text and graphics. On the left, a yellow stick figure stands with a question mark above its head. On the right, a yellow stick figure sits at a desk with a laptop. A dashed yellow line connects the two figures. The central text reads: "Get Free Help Now! Small water systems can request free technical assistance from our experts on finance and management challenges." Below this, a quote states: "The thing about working with the EFCN is availability; I can call anytime with a quick question or to get outside advice."

**EFCN**  
environmental finance center network

Innovative Finance Solutions for Environmental Services

HOME ABOUT WORKSHOPS & WEBINARS ASSISTANCE RESOURCES BLOG ARCHIVES

## Get Free Help Now!

Small water systems can request free technical assistance from our experts on finance and management challenges.

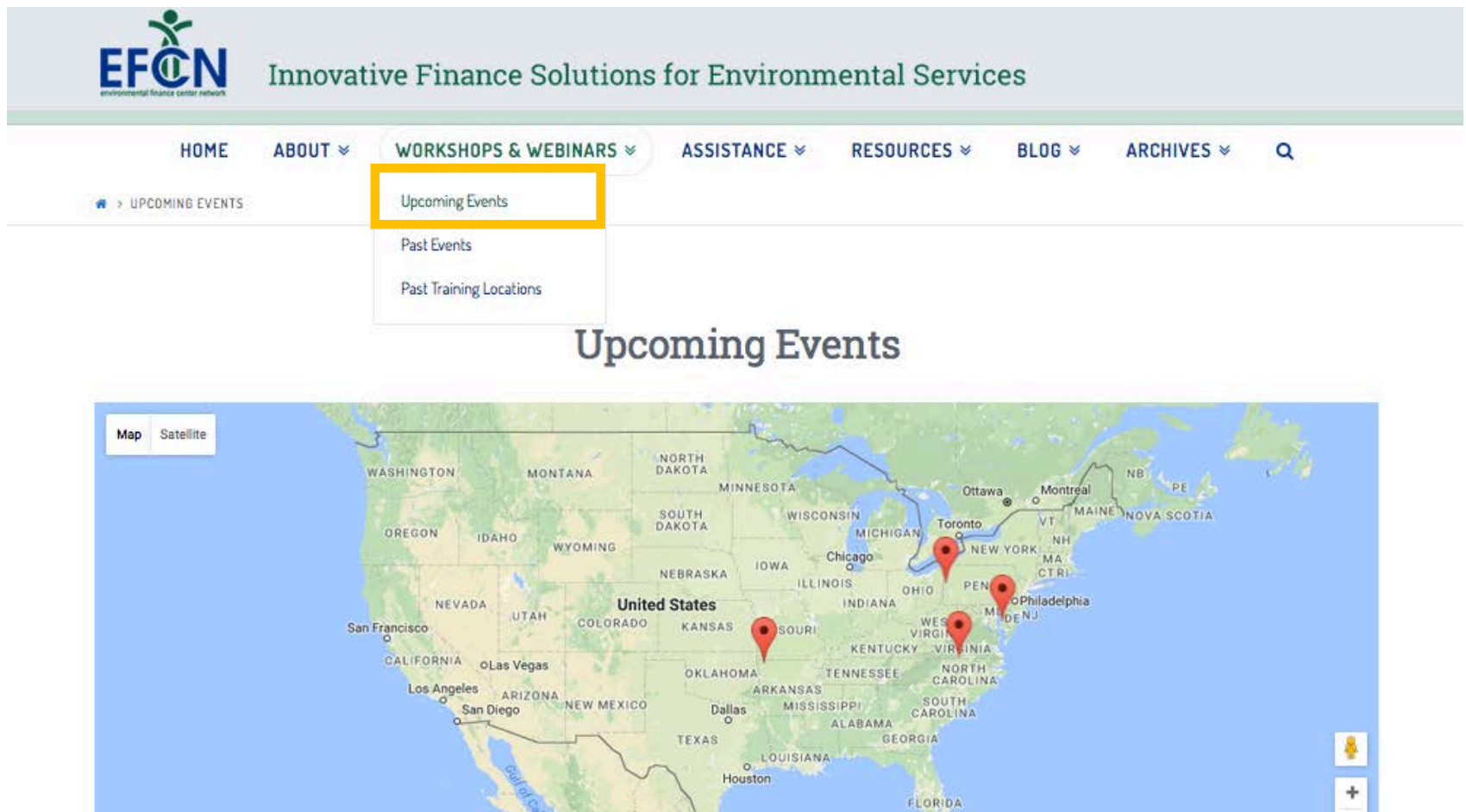
"The thing about working with the EFCN is availability; I can call anytime with a quick question or to get outside advice."





# Upcoming Events Calendar

Select “Upcoming Events” under the Workshops & Webinars Tab.



The screenshot displays the EFCN (Environmental Finance Center Network) website. The header features the EFCN logo and the tagline "Innovative Finance Solutions for Environmental Services". The navigation menu includes links for HOME, ABOUT, WORKSHOPS & WEBINARS, ASSISTANCE, RESOURCES, BLOG, and ARCHIVES. The "WORKSHOPS & WEBINARS" menu is expanded, showing "Upcoming Events" (highlighted with a yellow box), "Past Events", and "Past Training Locations". Below the navigation, the "UPCOMING EVENTS" section is titled "Upcoming Events" and displays a map of the United States with red location pins indicating event sites in Chicago, Toronto, Philadelphia, and Dallas. The map includes state and city labels, a "Map/Satellite" toggle, and a zoom control.





= In Person Event



= Webinar

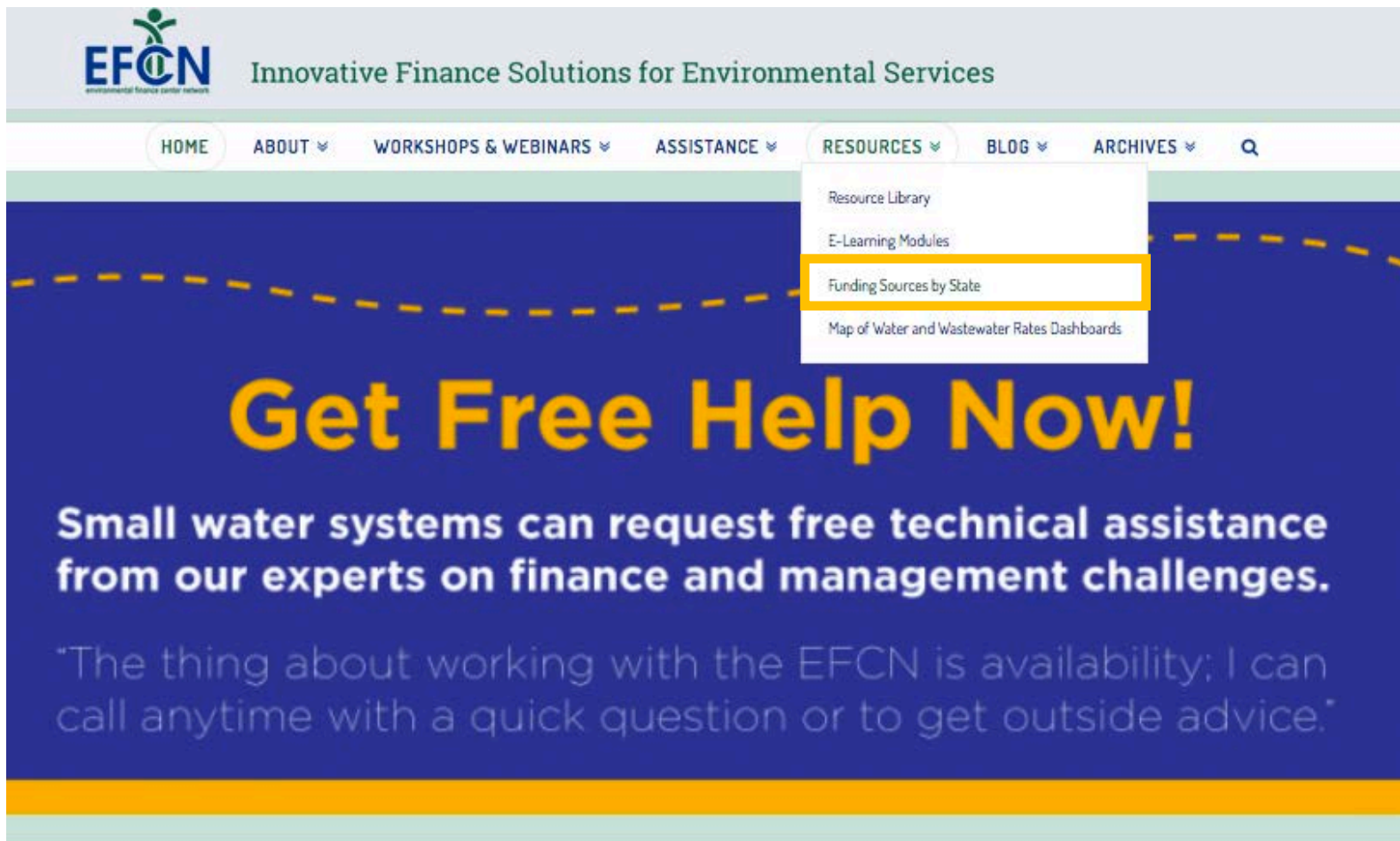
| Type  | Date/Time                       | Event   |
|---|---------------------------------|---|
|    | 03/09/2017<br>2:00 pm - 3:00 pm | WEBINAR   Preparing Winning Financing Applications for Water Infrastructure Projects  |
|    | 03/22/2017<br>2:00 pm - 3:00 pm | WEBINAR   Water Audits and Water Loss Control: Entering Your Data into the Spreadsheet  |
|   | 03/30/2017<br>9:00 am - 4:30 pm | Maryland   Rates and Finance Workshop for Small Water Systems<br><i>Easton Utilities, Easton MD</i>                                   |
|  | 04/04/2017<br>1:00 pm - 2:00 pm | WEBINAR: Workforce Development: An Overview of Key Components   |
|  | 05/11/2017<br>9:00 am - 4:30 pm | Virginia   Rates and Finance Workshop for Small Systems<br><i>The Institute for Advanced Learning and Research, Danville Virginia</i> |
|  | 05/25/2017<br>9:00 am - 4:30 pm | Arkansas   Rates and Finance Workshop for Small Water Systems<br><i>Beaver Water District, Lowell AR</i>                              |
|  | 09/13/2017<br>9:00 am - 4:30 pm | Pennsylvania   Rates and Finance Workshop for Small Water Systems<br><i>Pennsylvania American Water Co, New Castle PA</i>             |





# Funding Tables By State

Select “Funding Sources by State” under the Resources Tab.



The screenshot shows the EFCN (Environmental Finance Center Network) website. The header includes the EFCN logo and the tagline "Innovative Finance Solutions for Environmental Services". The navigation menu has links for HOME, ABOUT, WORKSHOPS & WEBINARS, ASSISTANCE, RESOURCES, BLOG, and ARCHIVES. The RESOURCES dropdown menu is open, showing options: Resource Library, E-Learning Modules, Funding Sources by State (highlighted with a yellow box), and Map of Water and Wastewater Rates Dashboards. Below the navigation bar is a large blue banner with the text "Get Free Help Now!" in yellow, followed by "Small water systems can request free technical assistance from our experts on finance and management challenges." and a quote: "The thing about working with the EFCN is availability; I can call anytime with a quick question or to get outside advice."

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- Resource Library
- E-Learning Modules
- Funding Sources by State**
- Map of Water and Wastewater Rates Dashboards

## Get Free Help Now!

Small water systems can request free technical assistance from our experts on finance and management challenges.

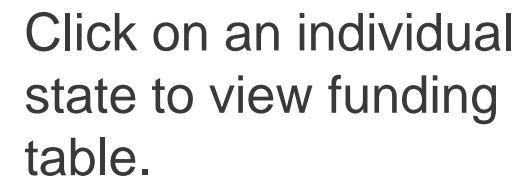
"The thing about working with the EFCN is availability; I can call anytime with a quick question or to get outside advice."





*Note: Some states may have additional resources listed below the map.*

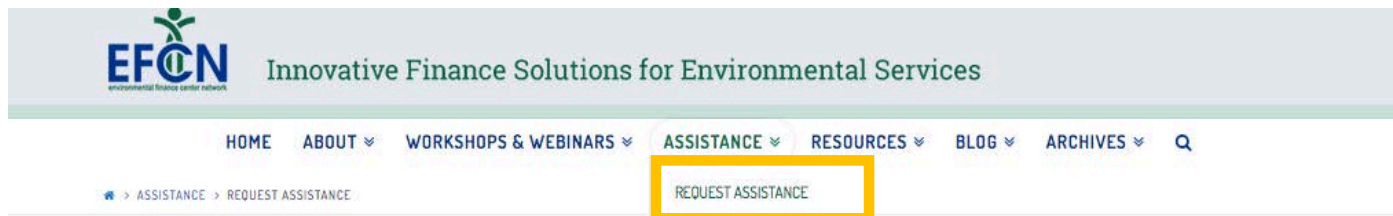
Click on the map below to view funding sources for each state:

[illegible]



# Request Technical Assistance

Select “Request Assistance” under the Assistance Tab off the EFCN homepage to access and submit the TA request form electronically.



## REQUEST ASSISTANCE

A screenshot of the "Technical Assistance Request Form" page. The page has a header with images of water infrastructure and the EFCN logo. The main content area is titled "Technical Assistance Request Form" and includes a paragraph explaining that the EFCN offers free help on financial and managerial topics to systems serving 10,000 or fewer people. Below this is a list of examples of assistance provided, including creating an asset management plan, near-term financial planning, analyzing revenues and expenses, budgeting, capital planning, energy and water loss assessment, identifying funding sources, collaborating with other systems, and resiliency planning. The page concludes with a request for users to fill out the form and answer questions to help understand their water system and needs.

**Technical Assistance Request Form**

The EFCN offers free help on financial and managerial topics to systems serving 10,000 or fewer people. Examples of assistance we can provide include:


- Creating an Asset management plan
- Near-term financial planning and rate setting
- Analyzing your revenues and expenses
- Offering ideas on how to effectively budget
- Long-term capital planning
- Assessing options for lowering energy use and/or water loss
- Identifying sources of outside funding
- Collaborating with other water systems
- Resiliency Planning

If you are interested in requesting assistance from our experts, please fill out the form below. You will be asked a few questions to help us understand your water system and what kind of assistance you need.



# Rates Dashboards

Select “Map of Water and Wastewater Rates Dashboards” under the Resources Tab, and click on any state in blue to view its dashboard.



Innovative Finance Solutions for Environmental Services

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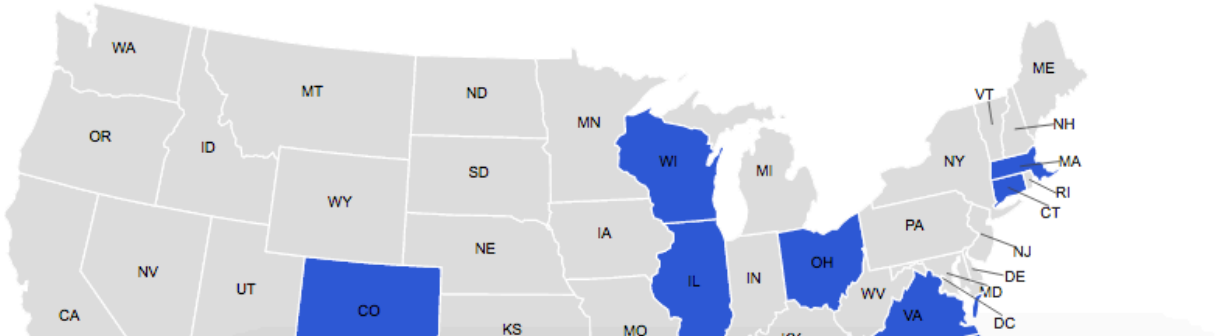
[MAP OF WATER AND WASTEWATER RATES DASHBOARDS](#)

[Resource Library](#)  
[E-Learning Modules](#)  
[Funding Sources by State](#)  
[Map of Water and Wastewater Rates Dashboards](#)

## Map of Water and Wastewater

This map shows Water and Wastewater Rates Dashboards created by the EFCN:

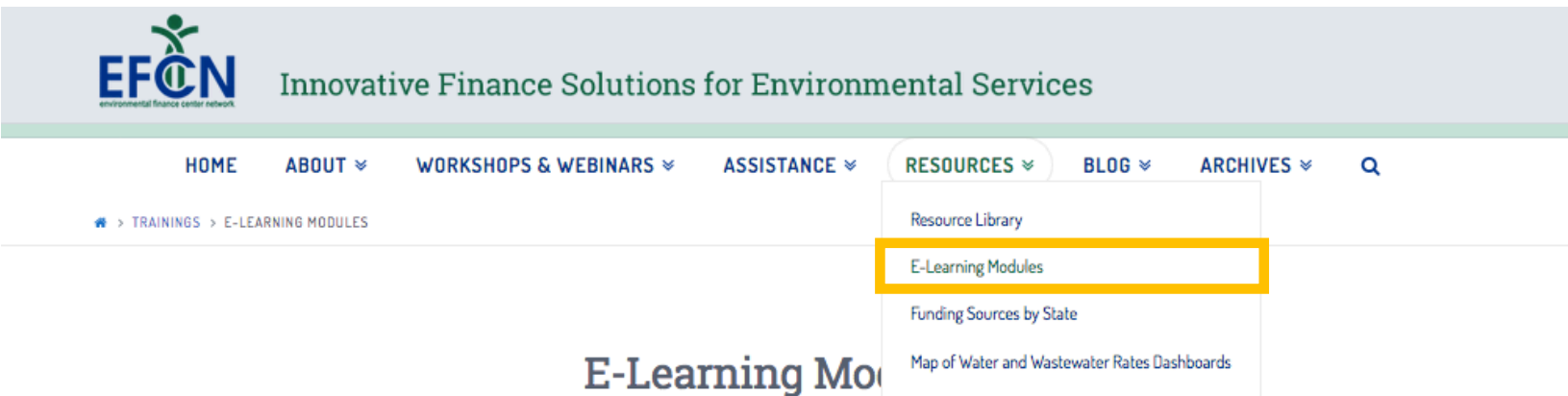
Click a state in blue to view its dashboard





# E-Learning Modules

Select “E-Learning Modules” under the Resources Tab off the EFCN homepage.



As part of its continued effort to provide resources and training to small water systems, the Environmental Finance Network is creating E-Learning modules on finance and management topics for system managers.

E-Learning modules provide training through pre-recorded content. You will be able to access the content, watch presentations, complete quizzes and exercises, and access tools and resources at your own pace.

## Financial Sustainability for Small Systems

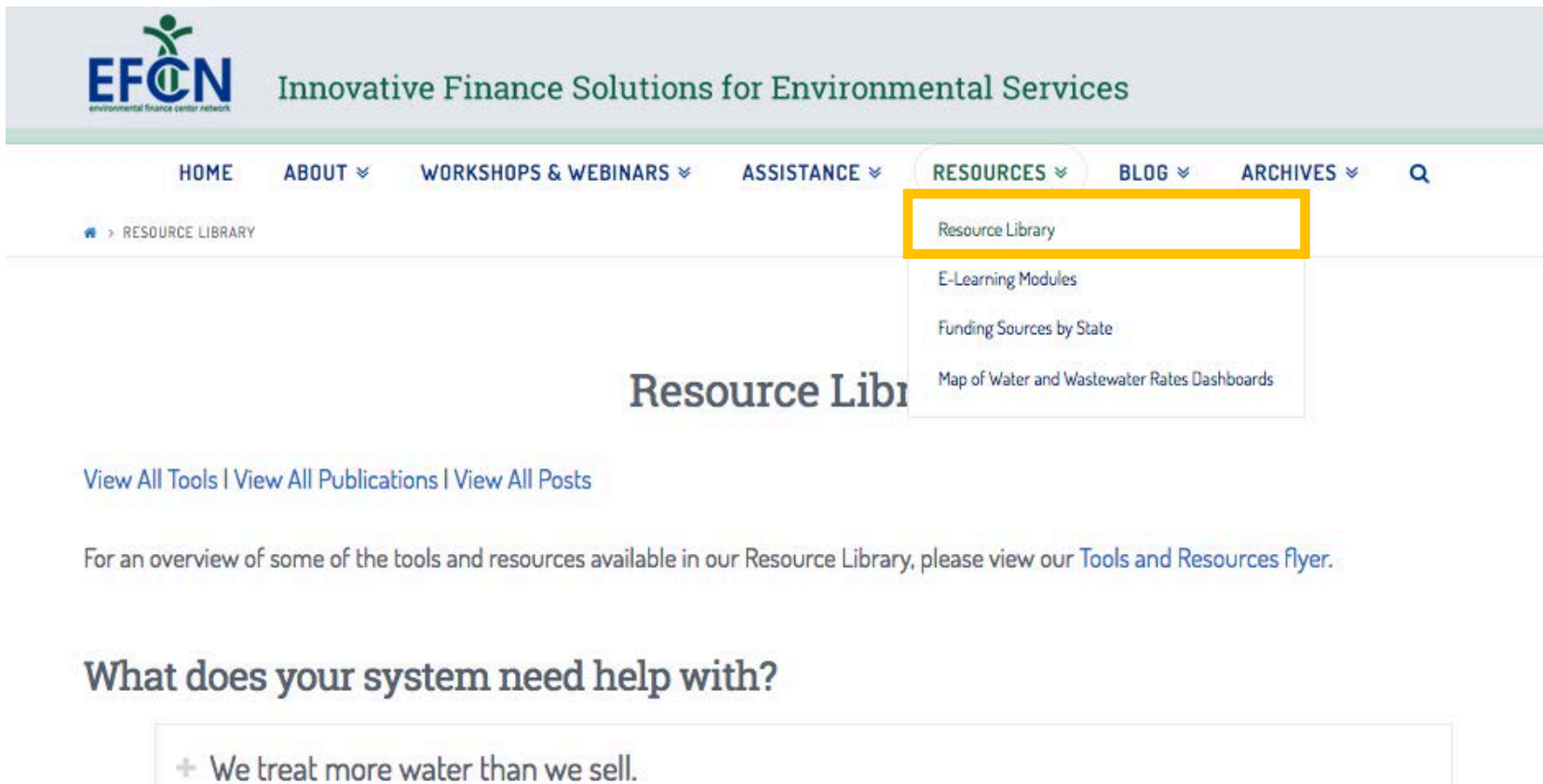
[Click Here to Access the Course on AWWA's website](#)

This eLearning course is made possible through a USEPA grant for small systems training in conjunction with the EFCN's training partner, AWWA.



# Resource Library

Select “Resource Library” under the Resources Tab off the EFCN homepage.



The screenshot shows the EFCN homepage with a blue header. The EFCN logo is on the left, followed by the tagline "Innovative Finance Solutions for Environmental Services". The navigation bar includes links for HOME, ABOUT, WORKSHOPS & WEBINARS, ASSISTANCE, RESOURCES, BLOG, and ARCHIVES, along with a search icon. The RESOURCES dropdown menu is open, highlighting "Resource Library". Below the navigation bar, a breadcrumb trail shows "RESOURCE LIBRARY". The main heading "Resource Library" is displayed, followed by links to "View All Tools", "View All Publications", and "View All Posts". A paragraph states: "For an overview of some of the tools and resources available in our Resource Library, please view our [Tools and Resources flyer](#)." Below this, a section titled "What does your system need help with?" contains a quote: "+ We treat more water than we sell."

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RESOURCE LIBRARY

Resource Library

E-Learning Modules

Funding Sources by State

Map of Water and Wastewater Rates Dashboards

View All Tools | View All Publications | View All Posts

For an overview of some of the tools and resources available in our Resource Library, please view our [Tools and Resources flyer](#).

**What does your system need help with?**

+ We treat more water than we sell.





# Resource Library Continued...

Click on a what your system needs help with to reveal tools and publications related to that topic.

✖ We have insufficient revenue to cover our costs.

## Tools

February 16, 2017

[Online Water Rate Checkup Tool](#)

February 17, 2016

[Water Utility Customer Assistance Program Cost Estimation Tool](#)

September 3, 2014

[Water & Wastewater Residential Rates Affordability Assessment Tool](#)

December 16, 2012

[Plan to Pay: Scenarios to Fund your C.I.P.](#)

November 15, 2012

[Dashboard for Using Capital Reserve Fund to Avoid Rate Shock](#)

November 7, 2016

[Modelo de Análisis para las Tarifas de Agua y Aguas Residuale](#)

January 26, 2016

[Financial Health Checkup for Water Utilities](#)

August 15, 2013

[Rates and Financial Benchmarking Dashboards](#)

November 20, 2012

[Water & Wastewater Rates Analysis Model](#)

November 4, 2012

[Loan Analysis Tool](#)

## Publications

April 14, 2014

[Rural and Small Systems Guidebook to Sustainable Utility Management](#)

August 29, 2013

[Asset Management: A Handbook for Small Water Systems](#)

August 29, 2013

[Setting Small Drinking Water System Rates for a Sustainable Future](#)

August 27, 2013

[Designing Rate Structures that Support Your Objectives](#)





Smart Management for  
Small Water Systems

**Thank you for participating today.  
We hope to see you at a future workshop!**

*[www.efcnetwork.org](http://www.efcnetwork.org)*

