

*STRATEGIC SDWA
COMPLIANCE
PLANNING FOR
SMALL SYSTEMS*

Case Study Worksheets

System Identification

System Name: _____

Number of Persons Served: _____

Number of Connections: _____

Percent of Connections Residential: _____ %

Percent of Connections Commercial/Industrial: _____ %

Water Demand and Source:

AVERAGE DAY DEMAND _____ gal/day

PEAK DAY DEMAND _____ gal/day

GROUND WATER SOURCE

Well	Average Day Flow (gal/day)	Peak Day Flow (gal/day)	Safe Yield (gal/day)

SURFACE WATER SOURCE

Intake	Average Day Flow (gal/day)	Peak Day Flow (gal/day)	Safe Yield (gal/day)

PURCHASED WATER SOURCE

Purchased From:	Average Day Flow (gal/day)	Peak Day Flow (gal/day)	Maximum Available Flow (gal/day)

Back-up Source

Back-up Source Description	Maximum Available Supply (gal/day)

Treatment

Existing Treatment Processes	Existing Objective

Is existing treatment adequate to meet current finished water quality objectives?

YES

NO

NOT SURE

Storage

Storage Tank	Capacity (gal)

Retail Services

Metering

Connection Type	Percent Metered
Residential	%
Commercial/Industrial	%

Billing: Monthly Quarterly Semi-Annually Annually Other

Unaccounted –For-Water: _____ %

Internal Assessment

Functional Area Strengths & Weaknesses

Functional Area	Strengths	Weaknesses
<i>SOURCE</i>		
<i>TREATMENT</i>		
<i>STORAGE & DISTRIBUTION</i>		
<i>RETAIL SERVICES</i>		

Internal Assessment

Technical, Managerial, & Financial Capacity Strengths and Weaknesses

Element of Capacity		Strengths	Weaknesses
TECHNICAL	Source Water Adequacy		
	Infrastructure Adequacy		
	O&M		
MANAGERIAL	Ownership Structure & Accountability		
	Staffing & Organization		
	External Linkages		
FINANCIAL	Revenue Sufficiency		
	Credit Worthiness		
	Fiscal Management & Controls		

External Factors Assessment

Challenges

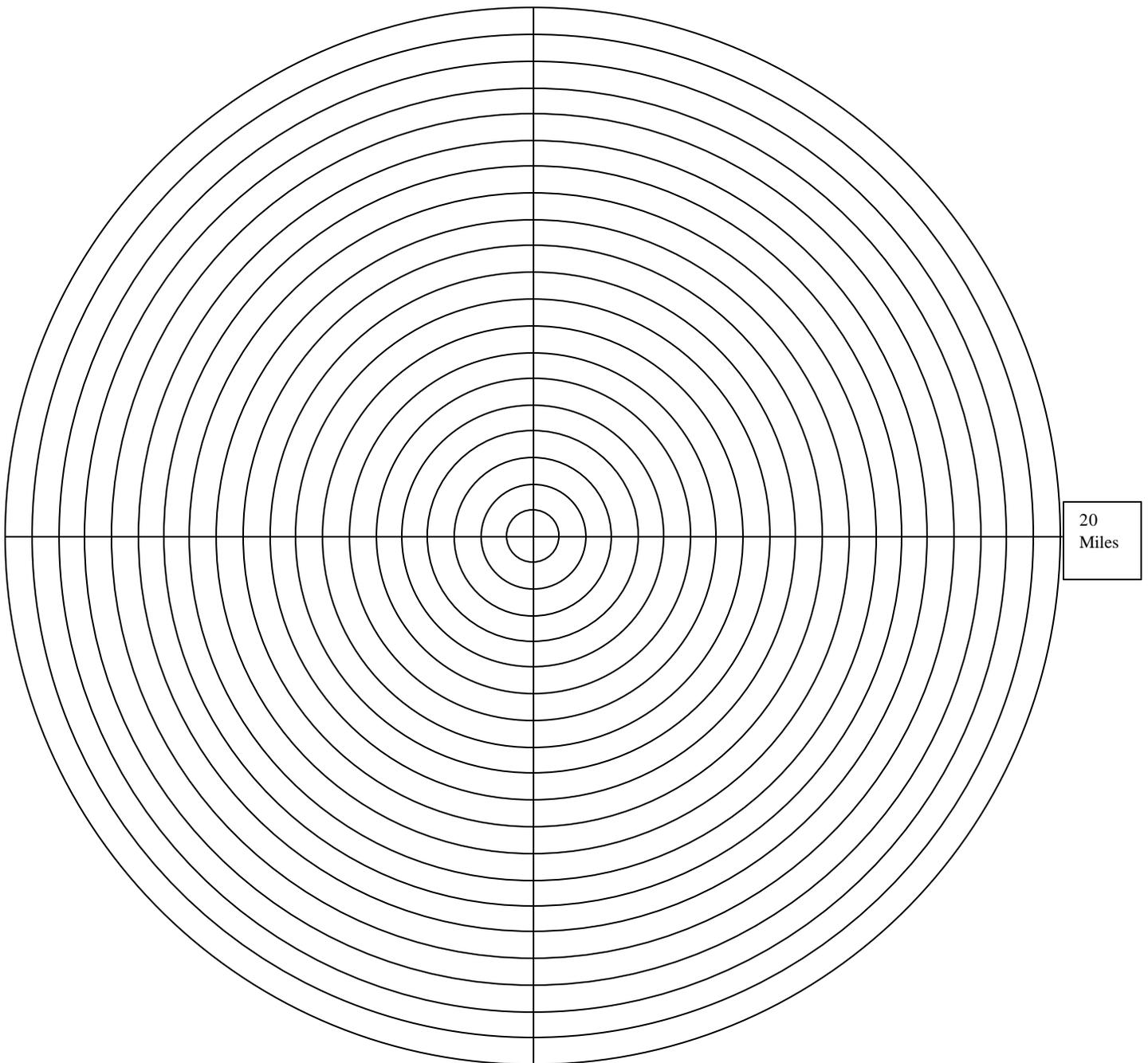
ISSUE	SPECIFIC CHALLENGES FACED BY CASE STUDY SYSTEM
<i>Regulations</i>	
<i>Treatment</i>	
<i>Source Water Supply</i>	
<i>Competitive Efficiency</i>	

External Opportunities

**Worksheet For Identifying Potential Partnerships
Based On Distance (Up To 20 Miles)**

Distance Between Circles = 1 Mile

Indicate Approximate Location Of Other Public Water Systems



Summary Of Potential Partner Systems

System	Organizational Structure	Strengths	Weaknesses	Interest In Partnership

External Opportunities

Source Water Protection

Contaminant	Role of Source Water Protection	Specific Regulatory or Non-Regulatory Actions To Protect Source Water

External Opportunities

RESOURCES

<i>Resource Implications</i>	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>
<i>Cost</i>			
<i>Can cost be reduced?</i>			
<i>Cost which can be recovered by increasing rates as currently designed</i>			
<i>Cost which can be recovered by changing cost allocation and rate design</i>			
<i>Possible new sources of income</i>			
<i>Possible grants</i>			
<i>Possible loans</i>			

External Opportunities

PUBLIC AWARENESS

Utility Function	Steps To Build Or Maintain Public Support
<i>Source</i>	
<i>Treatment</i>	
<i>Storage & Distribution</i>	
<i>Retail Services</i>	

DEFINING THE SERVICE HORIZON

	Governance	Management	Operations
<i>Source</i>			
<i>Treatment</i>			
<i>Storage & Distribution</i>			
<i>Retail Services</i>			

Identifying Options

<i>Utility Function</i>	Technological Options	Organizational Options	Implementation Issues
<i>Source</i>			
<i>Treatment</i>			
<i>Storage & Distribution</i>			
<i>Retail Services</i>			