Info Needed to Complete the Utility Annual Information Report

(link to complete the report: https://fiscalfit.cot.tn.gov/UtilitySurvey)

Basic Utility Information

Code #: _____

Name of Utility: _____

Office Location: _____

City: _____ State: _____ Zip: _____

Current Fiscal Year End Date: _____

Have you filed your most recent budget with the Comptroller's office within 15 days of adoption? _____

Was your most recent audit filed with the Comptroller within 6 months of the last fiscal year end? _____

Contact Information

Contact Person: Title _____ Prefix (Mr., Ms, etc.) _____

First Name _____ Middle _____ Last _____

Contact Phone No.: _____ Ext _____

Utility Email: _____

Utility Mailing Address: _____

City: _____ State: _____ Zip: _____

Utility Website: _____

Utility Service and Customer Count

Approximately how many years since the last rate study or cost of service study by a third party? _____

In what county are most customers located? _____

Which counties do you serve? _____

Does your utility offer water? _____

How much water did the utility produce or purchase during the during the most recent fiscal year in which data is available in Million Gallons (MG)? _____

How much water did the utility sell during the during the most recent fiscal year in which data is available in MG? _____

What was the net water sales for the last fiscal year? $_____

What was the total operating expense for the last fiscal year, including depreciation? $_____

What is the billed amount for 1,000 gallons of water (less tax)? $_____

What is the billed amount for 3,000 gallons of water (less tax)? $_____

What is the billed amount for 5,000 gallons of water (less tax)? $_____

Active Water Customer Count: _____

Do you purchase more than 50% of the water you sell? _____

Does the utility have connections to other utilities? _____

Does the utility offer wastewater service? _____

Wastewater customer count: _____

Does the utility offer gas service? _____

Gas customer count: _____

Utility Governance and Training Compliance

How is your utility governed? _____

Is your governing body in compliance with the training requirements pursuant to Tenn. Code for Municipal and County systems? _____

This worksheet is designed to be a tool to assist you in gathering the information needed to complete the Annual Information Report and may not be all inclusive. Some questions will have drop down lists on the actual report. Other questions, when answered in a certain way, may lead to additional questions that are not included in this worksheet.

Tennessee Association of Utility Districts
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