

KPMG Peat Marwick
under contract to the
Massachusetts Water Resources Authority
presents

WORKSHOPS
ON
WATER AND SEWER RATEMAKING
FOR LOCAL OFFICIALS

Tuesday, May 23, 1989	7-10 pm	Bunker Hill Community College Boston, MA
Wednesday, May 24, 1989	7-10 pm	Curry College Milton, MA
Thursday, May 25, 1989	10 am-3 pm	Bunker Hill Community College Boston, MA

MASSACHUSETTS WATER RESOURCES AUTHORITY

TECHNICAL ASSISTANCE PROGRAM

These workshops are part of a technical assistance program for local officials who are involved in setting rates for water and sewer services. The workshops will provide advice and guidance on a variety of financial and management issues related to water and sewer operations. They will answer such important questions as:

- How to determine total water and sewer costs
- How to budget and account for water/sewer revenues and expenditures
- How to design a conservation-based rate structure
- How to implement rate changes

In addition, discussions of computerized billing systems, drought management practices and effective public information programs will be led by state and local officials and consultants with direct, practical experience in each of these tasks.

All workshops will be available on all three days. Feel free to come for partial days if that is easiest for your schedule.

Local officials in all MWRA communities are encouraged to attend these workshops in order to enhance their understanding of water and sewer finances, and their impact on municipal budgets and local ratepayers. They should be of special interest to:

- Selectmen and City Councilors
- Town Administrators
- Finance Directors, Comptrollers, Town Accountants
- Water and Sewer Superintendents and Commissioners
- Finance Committee members

LIST OF TOPICS

"The Pro's and Con's of Enterprise Funds"

The workshop will include an in-depth presentation on how to budget and account for water and sewer operations as provided in the Massachusetts General Laws. Fixed asset accounting and depreciation regulations will be explained, as well as how to properly report water and sewer revenues on the community's tax recap sheet regardless of fund accounting treatment.

"Saving Water but Losing Money"

How do local conservation programs which reduce water consumption affect local water and sewer revenue? You will leave this workshop knowing how to estimate revenue shortfalls and how to minimize the impact of conservation on annual water/sewer budgets.

"Tightening up the Business Side of Water/Sewer Operations"

Water meters and billing systems are the "cash registers" of municipal water and sewer operations. Alternative meter testing and reading practices will be examined, and the essential components of a good retail billing and management information system will be reviewed. How to improve the timely collection of water and sewer bills will be discussed.

"How to make the Case for Increased Water and Sewer Rates"

Convincing the public of the need to increase retail water and sewer charges is a difficult task under any circumstances. What kind of information should be presented, and how, is the topic of this workshop. Effective public education programs, media coverage, and public hearing presentations can all help local officials deal with the "politics" of water and sewer rates. These issues will be discussed in detail by officials who have gone through the process.

"How to Compute Local Water and Sewer Rates"

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"What is the Best Rate Structure for my Community and how do I Implement it?"

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RECEIVED BY
OFFICE OF CITY CLERK
1989 MAY -2 PM 12: 07
CAMBRIDGE MA.

April 28, 1989

To: Office of the Municipal Clerk
Subject: Workshop on Water/Sewer
Ratemaking for Local Officials

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- Selectman and City Councilors
- Town Administrators
- Finance Directors, Comptrollers, Town Accountants
- Water and Sewer Superintendents and Commissioners
- Finance Committee members

Thank you for your cooperation.

8. S-352

Comm. from KPMG Peat Marwick, enclosing a brochure Re: Workshops on Water & Sewer Ratemaking for Local Officials to be held on May 23-25, 1989 at various locations.

In City Council,

May 8, 1989

5-8-89

Placed on file. Copy
to All Councilors.