

CUPSS

Check Up Program for Small Systems

Getting Started in Asset
Management Using:



Agenda

- What is asset management

 - What is CUPSS?
(Check Up Program for Small Systems)

 - CUPSS Modules
-

What is Asset Management?

"A process for maintaining a desired level of customer service at the best appropriate cost."



Asset Management

- Why manage water and wastewater utility assets?
 - Managing assets will help a utility be more efficient and financially self sufficient



Prevent this!



Guatemala Sewer Pipe Explosion, February 2007

Credit: Associated Press

And this!



Leaking reservoir

Credit: Rural Community Assistance Corporation

EPA's Involvement With Asset Management

- ❑ Saw need for small system Asset Management training
- ❑ Success with Asset Management guidance documents
 - Build on Asset Management STEP Guides and Card File
- ❑ Ultimate goal is protection of public health and efficient, sustainable utilities



Asking the right questions

- ❑ Current *state* of my assets?
- ❑ What is the desired "sustainable" *level of service*?
- ❑ What assets are *critical* to sustained performance?
- ❑ What are the best *minimum* life-cycle-costs and O&M strategies?
- ❑ What is the *long-term* financing strategy?



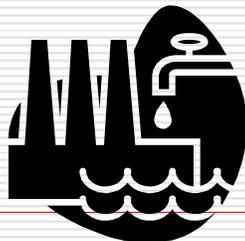
What is CUPSS?

- ❑ Free Asset Management tool
- ❑ 'Desktop software' – program that runs on your computer
- ❑ Series of modules that store information about a user's utility
- ❑ Tool designed and developed with input from well-rounded stakeholder group
- ❑ Updated 2-4-2010 (v 1.3.5)



Who Should Use CUPSS?

- ❑ Small drinking water and wastewater systems
- ❑ Medium-sized systems new to Asset Management



Who Should Use CUPSS?

- ❑ Small drinking water and wastewater utilities that want to:
 - Apply proactive decision making
 - Prevent surprises or worse
 - Establish, reach or maintain Level of Service goals
 - Comply with financial reporting procedures (GASB 34 or FASB) for a good credit rating
 - Implement long range planning



Using CUPSS to Manage Assets

- ❑ Helps you understand the **asset management process**
- ❑ Helps establish and keep track of **goals and milestones**
- ❑ Helps you become more **organized** by keeping all information in one place



Why Manage Assets?

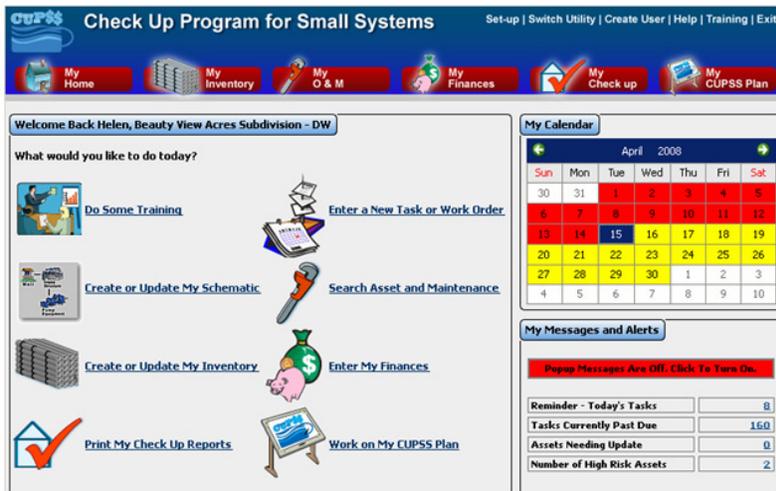
Remember Aging Infrastructure



NYC pipe explosion, July 2007
Credit: Mario Tama, Getty Images

NYC pipe explosion, July 2007
Credit: Robert Stolank, New York Times

What Can CUPSS Do?



Check Up Program for Small Systems Set-up | Switch Utility | Create User | Help | Training | Exit

My Home | My Inventory | My O & M | My Finances | My Check up | My CUPSS Plan

Welcome Back Helen, Beauty View Acres Subdivision - DW

What would you like to do today?

- Do Some Training
- Enter a New Task or Work Order
- Create or Update My Schematic
- Search Asset and Maintenance
- Create or Update My Inventory
- Enter My Finances
- Print My Check Up Reports
- Work on My CUPSS Plan

My Calendar

April 2008						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	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	1	2	3
4	5	6	7	8	9	10

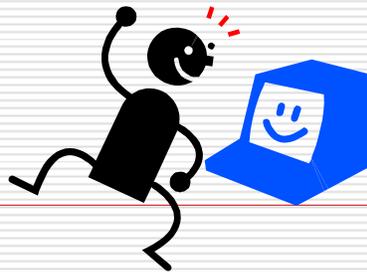
My Messages and Alerts

Popup Messages Are Off. Click To Turn On.

Reminder - Today's Tasks	0
Tasks Currently Past Due	160
Assets Needing Update	0
Number of High Risk Assets	2

Long-Term Benefits of CUPSS

- Using CUPSS will allow utilities to:
 - Make more **informed decisions**
 - Save time by **planning ahead**
 - Back up budget talks with **solid facts**
 - Improve **customer service**



Using CUPSS With Ease: The Getting Started Workbook

- You should feel comfortable using CUPSS
 - Thinking about and writing down information about assets, tasks, and finances will help

- Start with exercises
 - Use the forms in the Getting Started with CUPSS Workbook and the printable forms in the CUPSS modules



Preparation Exercises



- Think about what needs to be written down
 - Number, type and condition of assets
 - Gather existing information that may be in files (or in heads!)
 - Financial statements
 - Daily/Weekly task logs from staff
 - Operator knowledge
-

Why Manage Assets?

Remember the Condition of Assets



Poorly maintained reservoir

Credit: Rural Community Assistance Corporation



Rusted iron water pipe

Credit: Timothy Ford, Montana State University

My Home



- My Training
 - Introductory training video
 - Tutorial
 - Keyword searches
 - Glossary
- Access the five modules
 - My Inventory
 - My O&M
 - My Finances
 - My Check Up Reports
 - My CUPSS Plan



Check Up Program for Small Systems
Set-up | Switch Utility | Create User | Help | Training | Exit

My Home

My Inventory

My O & M

My Finances

My Check up

My CUPSS Plan

Welcome Back Helen, Beauty View Acres Subdivision - DW

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[Work on My CUPSS Plan](#)

My Calendar

April 2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	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	1	2	3
4	5	6	7	8	9	10

My Messages and Alerts

Popup Messages Are Off. Click To Turn On.

Reminder - Today's Tasks	0
Tasks Currently Past Due	160
Assets Needing Update	0
Number of High Risk Assets	2

U.S. Environmental Protection Agency

My Inventory



- ❑ Identify your assets
 - Prioritize
 - Update
- ❑ Create a personalized schematic



Check Up Program for Small Systems Set-up | Switch Utility | Create User | Help | Training | Exit

My Home My Inventory My O & M My Finances My Check up My CUPSS Plan

Beauty View Acres Subdivision - DW Asset Inventory

The My Inventory section allows you to create/edit a schematic, create/edit an asset inventory list, view asset information and search your data.

[Create or Edit My Schematic](#) [View My Inventory List](#) [Search](#)
[Create or Edit My Inventory List](#) [View My Capital Improvement Projects](#)

Beauty View Acres Subdivision - DW Schematic

Asset Risk Matrix

Beauty View Acres Subdivision - DW Print Blank Worksheet

The asset inventory form allows you to enter information about your assets. This information will then be used in several of the CUPSS reports and to generate your prioritized asset list.
 (*) Indicates required fields.

Inventoried Asset

Basic Information

Asset Name: [Select Associated Asset] Location: [Select Associated Location] Asset Category: [Select Category] Asset Type: [Select Asset Type]

Status and Condition - Required to Calculate Priority

Condition: [Select Condition Rating] Can be repaired? [Yes/No] Can this asset be rehabilitated? [Yes/No] Show asset in the schematic? [Yes/No]

Cost and Maintenance

Installation Date: [Date] Original Cost: [Amount] Expected Useful Life: [Years] Replacement Cost: [Amount] Maintenance Cost: [Amount]

Manufacturer and Supplier - Optional

Manufacturer: [Select Existing Manufacturer] Supplier: [Select Existing Supplier]

Address: [City, State, Zip] Phone Fax: [Number]

[Save and Add Another Asset](#) [Save](#)

Inventoried Asset List

- Well #1
- Wellhouse
- well property
- Pumping Facility
- Main valve
- security
- Chlorinator
- Treatment
- Chlorine testing
- Water Production Meter
- Tank
- Distribution

Inventory List Form

What Assets Does the Utility Have?

- When was it **installed**?
- When was the last major **repair**?
- What **maintenance** will be performed this year?
- When are the major components scheduled to be **replaced**?
- Do you have or know where to get replacement **parts**?
- Will you be **financially** prepared to replace a major component if (when) it fails?



Drinking Water Inventory List Form

Inventory List (Drinking Water)			
Asset Name		Location	
Associated Asset		Associated Location	
Asset Category			
<input type="checkbox"/> Source <input type="checkbox"/> Pumping Facility <input type="checkbox"/> Treatment <input type="checkbox"/> Storage <input type="checkbox"/> Distribution <input type="checkbox"/> Other			
Asset Type			
<input type="checkbox"/> Wells and Springs <input type="checkbox"/> Intake Structures <input type="checkbox"/> Pumping Equipment <input type="checkbox"/> Disinfection Equipment <input type="checkbox"/> Hydro-pneumatic Tanks <input type="checkbox"/> Concrete & Metal Storage Tanks <input type="checkbox"/> Transmission Mains <input type="checkbox"/> Distribution Pipes	<input type="checkbox"/> Valves <input type="checkbox"/> Computer Equipment/ Software <input type="checkbox"/> Transformers/ Switchgears/ Wiring <input type="checkbox"/> Motor Controls/Drives <input type="checkbox"/> Sensors <input type="checkbox"/> Buildings <input type="checkbox"/> Service Lines	<input type="checkbox"/> Hydrants <input type="checkbox"/> Treatment Equipment <input type="checkbox"/> Lab/Monitoring Equipment <input type="checkbox"/> Tools and Shop Equipment <input type="checkbox"/> Transportation Equipment <input type="checkbox"/> Security Equipment <input type="checkbox"/> Land	<input type="checkbox"/> Galleries and Tunnels <input type="checkbox"/> Meters <input type="checkbox"/> Raw Water Reservoirs <input type="checkbox"/> Generators <input type="checkbox"/> Liquid Waste Handling & Disposal <input type="checkbox"/> Solid Waste Handling & Disposal <input type="checkbox"/> Other
Asset Status			
<input type="checkbox"/> Active <input type="checkbox"/> Not in Use - Abandoned <input type="checkbox"/> Not in Use - Back Up <input type="checkbox"/> Future Investment			
Can this Asset be Repaired? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Can this Asset be Rehabilitated? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Condition			
<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair (Average) <input type="checkbox"/> Poor <input type="checkbox"/> Very Poor			
Is the asset maintained according to manufacturer's recommendations? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Consequence of Failure	
<input type="checkbox"/> Insignificant - CoF of 2 <input type="checkbox"/> Minor - CoF of 4 <input type="checkbox"/> Moderate - CoF of 6 <input type="checkbox"/> Major - CoF of 8 <input type="checkbox"/> Catastrophic - CoF of 10	
Redundancy	
<input type="checkbox"/> 0% Backup <input type="checkbox"/> 50% Backup <input type="checkbox"/> 100% Backup <input type="checkbox"/> 200% Secondary Backup	
Installation Date	Original Cost
\$	\$
Expected Useful Life	Replacement Cost
\$	\$
Routine Maintenance Costs	
\$	Timeframe
	<input type="checkbox"/> perday <input type="checkbox"/> perweek <input type="checkbox"/> permonth <input type="checkbox"/> peryear <input type="checkbox"/> lifetime
Optional Information	
Frequency of Routine Maintenance	Start Date
Model Number	Manufacturer
Supplier Name	
Address	City, State, Zip
Phone Number	Fax Number
Notes	

Wastewater Inventory List Form

Inventory List (Wastewater)			
Asset Name		Location	
Associated Asset		Associated Location	
Asset Category			
<input type="checkbox"/> Pumping Facility <input type="checkbox"/> Treatment <input type="checkbox"/> Storage <input type="checkbox"/> Collection <input type="checkbox"/> Other			
Asset Type			
<input type="checkbox"/> Pumping Equipment <input type="checkbox"/> Disinfection Equipment <input type="checkbox"/> Concrete & Metal Storage Tanks <input type="checkbox"/> Transmission Mains <input type="checkbox"/> Valves <input type="checkbox"/> Computer Equipment/ Software	<input type="checkbox"/> Transformers/ Switchgears/ Wiring <input type="checkbox"/> Motor Controls/Drives <input type="checkbox"/> Sensors <input type="checkbox"/> Buildings <input type="checkbox"/> Service Lines <input type="checkbox"/> Treatment Equipment	<input type="checkbox"/> Lab/Monitoring Equipment <input type="checkbox"/> Tools and Shop Equipment <input type="checkbox"/> Transportation Equipment <input type="checkbox"/> Security Equipment <input type="checkbox"/> Land <input type="checkbox"/> Sewers <input type="checkbox"/> Pressure Pipework	<input type="checkbox"/> Galleries and Tunnels <input type="checkbox"/> Meters <input type="checkbox"/> Generators <input type="checkbox"/> Liquid Waste Handling & Disposal <input type="checkbox"/> Solid Waste Handling & Disposal <input type="checkbox"/> Other
Asset Status			
<input type="checkbox"/> Active <input type="checkbox"/> Not in Use - Abandoned <input type="checkbox"/> Not in Use - Back Up <input type="checkbox"/> Future Investment			
Can this Asset be Repaired? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Can this Asset be Rehabilitated? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Condition			
<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair (Average) <input type="checkbox"/> Poor <input type="checkbox"/> Very Poor			
Is the asset maintained according to manufacturer's recommendations? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Consequence of Failure			
<input type="checkbox"/> Insignificant - CoF of 2 <input type="checkbox"/> Minor - CoF of 4 <input type="checkbox"/> Moderate - CoF of 6 <input type="checkbox"/> Major - CoF of 8 <input type="checkbox"/> Catastrophic - CoF of 10			
Redundancy			
<input type="checkbox"/> 0% Backup <input type="checkbox"/> 50% Backup <input type="checkbox"/> 100% Backup <input type="checkbox"/> 200% Secondary Backup			
Installation Date		Original Cost	
		\$	
Expected Useful Life		Replacement Cost	
		\$	
Routine Maintenance Costs		Timeframe	
\$		<input type="checkbox"/> per/day <input type="checkbox"/> per/week <input type="checkbox"/> per/month <input type="checkbox"/> per/year <input type="checkbox"/> lifetime	
Optional Information			
Frequency of Routine Maintenance		Start Date	
Model Number		Manufacturer	
Supplier Name			
Address		City, State, Zip	
Phone Number		Fax Number	
Notes			

Why Manage Assets? Remember Importance of Redundancy



MN bridge collapse, August 2007
Credit: Jim Gehrz, Associated Press

My O&M

My Home

My Inventory

My O&M

My Finances

My Check Up

My CUPSS Plan

- Create future O&M activities
 - Schedule tasks
- Track current O&M activities
 - Alerts you if a task is past due



Beauty View Acres Subdivision - DW Operation and Maintenance

The O&M section allows you to filter tasks by a utility.

Filter Utility: Beauty View Acres Subdivision - DW | Month: April | Year: 2008 | Show Completed Tasks

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.	Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.	Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.	Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.	Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.
Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.	Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.	Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.	Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.	Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.	Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.	Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.
Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.	Past Due: Ch. Past Due: Ch. Past Due: Ch. Past Due: Co.	Check and re... Check and re... Check instru... Check water... Complete a d...	Check and re... Check and re... Check instru... Check water... Complete a d...	Check and re... Check and re... Check instru... Check water... Complete a d...	Check and re... Check and re... Check instru... Check water... Complete a d...	Check and re... Check and re... Check instru... Check water... Complete a d...
Check and re... Check and re... Check instru... Check water... Complete a d...	Check and re... Check and re... Check instru... Check water... Clean pump h...	Check and re... Check and re... Check instru... Check water... Complete a d...	Check and re... Check and re... Check instru... Check water... Complete a d...	Check and re... Check and re... Check instru... Check water... Complete a d...	Check and re... Check and re... Check instru... Check water... Complete a d...	Check and re... Check and re... Check instru... Check water... Complete a d...
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April 2008

Task Details

This screen allows you to schedule one-time and recurring tasks within the O&M section.

Task (*) Required Fields (** Required If Recurrence Exists)

- * Task Name:
- * Task Type:
- Enter Other:

Task Details/Notes

Cost of the Task 0.00

- * Staff Name:

Asset Information - Asset Associated Tasks Only

- Select Existing Asset:
- OR Enter New Asset:
- Asset Category:
- Asset Type:
- Enter Asset Details:

Optional Parts Information

- Manufacturer/Supplier:
- OR Add New Manufacturer / Supplier:
- Parts Name:
- Parts Number:
- Parts Cost: 0.00
- Labor Maint Cost: 0.00
- Add:

Man/Sup | Name | Number | Cost | Labor

Save and Close | Cancel | Print Work Order

New Task Form

What Tasks are Performed?

- Think about **service history** of the assets
- Think about the **future** of the asset
- Record-keeping** responsibilities
- Don't forget **customer service!**



New Task Form

New Task	
Staff Name	Task Name
Task Type	
<input type="checkbox"/> Monitoring <input type="checkbox"/> Routine Monitoring <input type="checkbox"/> Repair <input type="checkbox"/> Rehabilitation <input type="checkbox"/> Replacement <input type="checkbox"/> Other	
Is this task planned? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Task Details	
Task Notes	
Cost of the Task	\$
Asset Tasks	
Asset Name	
Condition	
<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair (Average) <input type="checkbox"/> Poor <input type="checkbox"/> Very Poor	
Is the asset maintained according to manufacturer's recommendations? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Monitoring Tasks	
Chemicals	Amount
Schedule	
Task Start-End Date	Completed Date
Frequency	
<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually	
Recurs every	
_____ days	_____ week on _____ (Day of week)
_____ day of every _____ (Month)	
Recurrence End Date	
Optional Parts Information	
Manufacturer/Supplier	
Parts Name	
Parts Number	
Parts Cost	\$
Labor Maintenance Costs	\$

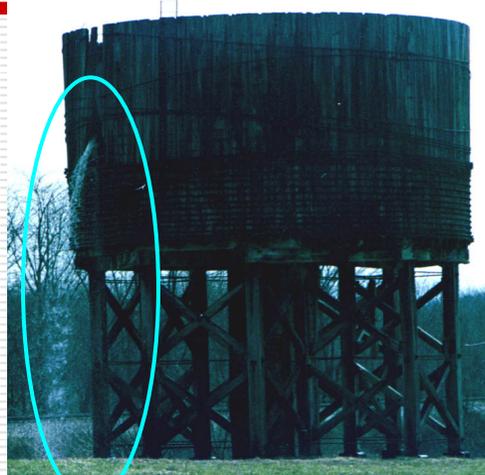
Why Manage Assets?

Remember the Community



Leaking valve

Credit: Rural Community Assistance Corporation



Ruptured Wooden Water Tower, March 1999

Credit: Charles Myers, Rolla, MO

My Finances

My Home

My Inventory

My O&M

My Finances

My Check Up

My CUPSS Plan



❑ Determines full cost of doing business



Check Up Program for Small Systems Set-up | Switch Utility | Create User | Help | Training | Exit

My Home My Inventory My O & M **My Finances** My Check up My CUPSS Plan

Beauty View Acres Subdivision - DW Finances [Print Blank Worksheet](#)

The My Finances section allows you to enter expense and revenue information in multiple common categories.

(*) Indicates required fields

Select Previous Year: Select a y Or Enter a new year: Select a year [Import Data From Previous Year](#) [Graph It](#)

* Enter total cash-on-hand and interest rate

* Type of Cost * Budgeted Amount * Actual Amount * Inflation

Select a type of cost \$ \$ [Add another Line Item](#)

and Select Type of Cost Select a type of cost

Expense	Budgeted	Actual	Inflation Rate	Revenue	Budgeted	Actual	Inflation Rate

Total Expenses: 0 0 [Save](#) Total Revenues: 0 [Save and Add Another Year](#)

My Finances

Legend: Actual Revenue (red square), Budgeted Revenue (blue square), Actual Expenses (green triangle), Budgeted Expenses (grey triangle)

Finances Form

Where Is the Money Going?

How much revenue is coming in?

What expenses are going out?

Finances Form

Finances			
Year	Cash on Hand		Interest Rate
	\$		
Types of Costs			
Revenue			
Revenue from user rates		\$	
Revenue from grants		\$	
Revenue from loans/bonds		\$	
Transfer from reserve fund		\$	
Interest		\$	
Other Revenues (Total)		\$	
<input type="checkbox"/> One-time fees	\$	<input type="checkbox"/> Contract sales	\$
<input type="checkbox"/> Bulk sales	\$	<input type="checkbox"/> Product sales	\$
Other		\$	
Total Revenue		\$	
Expenses			
Operating Expenses (Total)			\$
<input type="checkbox"/> Maintenance	\$	<input type="checkbox"/> Equipment	\$
<input type="checkbox"/> Salaries, wages, benefits	\$	<input type="checkbox"/> Supplies	\$
<input type="checkbox"/> Chemicals	\$	<input type="checkbox"/> Contracts	\$
<input type="checkbox"/> Utilities	\$	<input type="checkbox"/> Monitoring & testing	\$
<input type="checkbox"/> Emergency	\$	<input type="checkbox"/> Rent or mortgage	\$
<input type="checkbox"/> Insurance	\$	<input type="checkbox"/> Services	\$
<input type="checkbox"/> Training Costs	\$	<input type="checkbox"/> Billing Costs	\$
<input type="checkbox"/> Fees	\$	<input type="checkbox"/> Security	\$
Capital Improvements		\$	
Debt Payment		\$	
Capital Reserve Contribution		\$	
Emergency Reserve Contribution		\$	
Other		\$	
Total Expenses		\$	

Why Manage Assets? Remember Surrounding Watersheds



Fuel tank leaking diesel next to wellhead
Credit: Rural Community Assistance Corporation

Check Up Program for Small Systems Set-up | Switch Utility | Create User | Help | Training | Exit

My Home My Inventory My O & M My Finances My Check up My CUPSS Plan

Beauty View Acres Subdivision - DW, Financial Checkup Report

Select from the criteria below to begin customizing your Financial Check Up Report. Then click "Save and Continue".
 (*) Indicates required fields.

***Step 1.** CUPSS allows you to select the year that you would like the My Financial Check Up Report to use as the starting point to provide a 10 year projection on the planned finances of your utility:
 2007 Use Actual Costs Use Budgeted Costs

***Step 2.** CUPSS allows you to enter an average growth based on how your community is expected to grow over the next 10 years. Please select one of the following:
 Use CUPSS average growth of 5% to be applied to all years.
 Enter an average annual growth for all years predicted: _____ %
 Enter annual growth for each of the years:
 2008 _____ % 2009 _____ % 2010 _____ % 2011 _____ % 2012 _____ %
 2013 _____ % 2014 _____ % 2015 _____ % 2016 _____ % 2017 _____ %

***Step 3.** CUPSS allows you to enter an inflation rate in order to make this model more accurate. Please select one of the following:
 Use CUPSS average inflation of 3% to be applied to all years.
 Enter an average inflation to be applied to all years: _____ %
 Enter an average inflation for each year:
 2008 _____ % 2009 _____ % 2010 _____ % 2011 _____ % 2012 _____ %
 2013 _____ % 2014 _____ % 2015 _____ % 2016 _____ % 2017 _____ %
 Enter an inflation value for each expense within the My Finances.

[Save and Continue >>](#)

Beauty View Acres Subdivision - DW, Financial Checkup Report

This screen allows you to fine-tune your budget projections.

	2007	2008	2009	2010	2011	2012
Utilities	0.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Depreciation	0.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Capital Spend & Reserve Fund	1,229,200	2,007,827	3,265,211	4,859,958	6,879,842	9,382,100
Annual Operating Expenses	583,728	7,369,497	7,759,277	8,096,611	8,383,497	8,682,100
Capital Expenditures	0.00	10,500.00	0.00	0.00	2,000.00	0.00
Annual Debt Payment	0.00	0.00	0.00	0.00	0.00	0.00
CUPSS Reserve	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Contingency Reserve	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Operating Reserve	1,742,167	1,813,177	1,884,187	1,955,197	2,026,207	2,097,217
Total Available Cash of Operating Reserve	8,000.00	12,742.18	12,742.18	12,742.18	12,742.18	12,742.18
Reserve for Fuel	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Reserve for Grants	0.00	0.00	0.00	0.00	0.00	0.00
Reserve for Loans	0.00	0.00	0.00	0.00	0.00	0.00
Term/Rate	0.00	0.00	0.00	0.00	0.00	0.00
Start-Up Investment	0.00	0.00	0.00	0.00	0.00	0.00
Other Investment	0.00	0.00	0.00	0.00	0.00	0.00
Revenue Service Check	0.00	0.00	0.00	0.00	0.00	0.00

Rate's

Financial Projection Summary

[Click to Expand \(Save to Update\)](#)

<< Previous [Save Report](#) [Generate Report](#)

My CUPSS Plan

My Home My Inventory My O&M My Finances My Check Up **My CUPSS Plan**

Predefined template

Pre-populated

CUPSS **Check Up Program for Small Systems**

Getting Started: Review and Save

Utility Info
User Info
Team
Review

Before moving on, review all of the information you just added. You will have an opportunity to edit this information once you have begun using CUPSS by click the "Set-Up" link at the top right hand side of the CUPSS navigation bar. If you see anything that you would like to change click on the [Back and Edit] button.

UTILITY INFORMATION

Utility Name: Beauty View Acres Subdivision - DW

PWSID: MO6036219

Estimated Number of Connections: 33

NPDES Number:

Flow (mgd):

Address: PO Box 245 Gray Summit Missouri 63039

Phone/Fax: 636-451-2625

Your Information

Name: Helen Howard

Title: Treasure/Secretary

Organization: Beauty View Acres Landowners Assn

Email: Beautyview@gmail.com

Address: PO Box 779 Gray Summit, Missouri 68039

Phone / Fax: 757-513-6000

Username: HHOWARD

Password: BEAUTY1

Team Information

Name / Title	Organization	Email	Address	Role
Alden McDonald Chief O...	Beauty View Acres Subdi...		MO EASTERN CORRECTI...	Head Operator
Dan Daugherty Water ...	Missouri Department of N...	dan.daugherty@dhr.mo...	7545 S Lindbergh, Suite 2...	State Contact
Dennis Siders Regional ...	Midwest Assistance Prog...	dsiders@mapinc.org	PO Box 149 Fredricktown...	Technical Assistance Provide
John Hoagland Administ...	Missouri Rural Water Ass...	jhoagland@morurawater...	6101 East Angel Lane As...	Technical Assistance Provide
Robert Dunlevy Environ...	USEPA	robert@epa.gov	901 N 5th Street Kansas...	EPA Contact
Sam Bowman SEE	USEPA	samb@epa.gov	901 N 5th Street Kansas...	EPA Contact
Steve Wyatt Engineer	Missouri Department of N...	MissouriRural@epa.gov	PO Box 176 Jefferson Ct...	State Contact

Back and Edit
Save and Continue
Exit

How can CUPSS Help?

- ❑ **Communicate** effectively with decision makers!
- ❑ **Decisions** will be predictive, not reactive!
- ❑ **Ensure** funds are spent in the most appropriate manner!



Small system wellhead with hydrotank

Credit: Rural Community Assistance Corporation

TIPS

- The Importance of Teamwork
 - Responsibilities won't be burdensome if spread out among others
 - Having others on board with choices makes the process much easier
 - Technology is a Culture Change
 - Some may be intimidated by the computer and/or the software
 - CUPSS was designed to be easy to use
-

TIPS

- Take Baby Steps
 - Take it one day at a time
 - Go through each module slowly
 - Take your time and answer all questions
 - User's should register their software
 - Get updates to software
 - Become part of CUPSS User listserv network
-

Support For Users

CUPSS Supporting Materials

- CUPSS User's Guide
- CUPSS Workbook
- Tutorials/training
- User E-mail List
- CUPSS Web site
(www.epa.gov/cupss)

Asset Management Supporting Materials

- STEP Guides
 - Best Practices Guides
 - Web cast training
 - AM Web site
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CUPSS CD

Table of Contents

- cupss_install_v135.exe
 - software_cupss_2009_may-8_v121.exe
 - Getting Started with CUPSS Workbook
 - CUPSS User's Guide
 - Asset Management-A Best Practices Guide
 - Asset Management for Local Officials
 - Building An Asset Management Team
 - EPA Presentation-CUPSS and Us
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Questions?



Contact

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