

**COMMONWEALTH OF KENTUCKY
BEFORE THE PUBLIC SERVICE COMMISSION**

In the Matter of:

**ELECTRONIC INVESTIGATION)
INTO THE MEASURING,)
RECORDING, AND REPORTING OF) CASE NO. 2018-00394
WATER LOSS BY KENTUCKY'S)
JURISDICTIONAL WATER)
UTILITIES)**

RESPONSE OF

[Dexter Almo Heights Water District]

TO

COMMISSION'S REQUEST FOR INFORMATION

DATED DECEMBER 18, 2018

FILED: January 17, 2019

**COMMONWEALTH OF KENTUCKY
BEFORE THE PUBLIC SERVICE COMMISSION**

In the Matter of:

ELECTRONIC INVESTIGATION)	
INTO THE MEASURING,)	
RECORDING, AND REPORTING OF)	CASE NO. 2018-00394
WATER LOSS BY KENTUCKY'S)	
JURISDICTIONAL WATER)	
UTILITIES)	

**CERTIFICATION OF RESPONSE OF [Dexter Almo Heights Water District]
TO
COMMISSION'S REQUEST FOR INFORMATION**

This is to certify that I have supervised the preparation of [Dexter Almo Heights Water District]'s Response to the Commission's Request for Information. The response submitted on behalf of [Dexter Almo Heights Water District] is true and accurate to the best of my knowledge, information, and belief formed after a reasonable inquiry.

Date: 1/17/2019

Jasper Wyatt, System Operator
Dexter Almo Heights Water District

[Dexter Almo Heights Water District]

CASE NO. 2018-00394

Response to Commission's Request for Information

Question No. 1

Responding Witness: [Jasper Wyatt]

- Q-1. Explain in detail the manner in which you measure, calculate, and track water loss, and:
- a. Identify whether you use any manual form (including Excel spreadsheet) or electronic or mechanized system to calculate and track water loss.
 - b. Provide a copy of any form used (including Excel spreadsheet).
 - c. Identify the source of any form or system used.
- A-1. The Dexter Almo Water District has two connection points with the City of Murray that we use to purchase water from. District staff reads these two master meters each morning and keep a log of how much we purchase on a daily basis. This allows the district to track on a daily basis if there is any major increases in amount of water being purchased that indicates a possible leak within the system.
- a. The readings from each master meter are entered in on an excel spreadsheet daily that calculates the amount that is purchased for that day. We have an excel sheet set up for each month of the year that not only tracks the daily readings of the master meters but also calculates the total amount purchased for the month, the usage used at the utility

office is logged each month, the amount sold for that month is logged and broken down into residential and commercial amounts based on the classes of customers we have. The excel sheet is setup to calculate that total line loss for the month based on all this figures that are inputted into it and the monthly water loss percentage. On this excel sheet we also log the highest day for purchased amount the lowest day for purchased amount. The last thing we have on the excel sheet is the comparison of how the bills from the City of Murray match up with what we read. This is just for comparison to ensure what we are getting billed for and we physical read from month to month are somewhat consistent. This is all calculated every month on a separate excel sheet for each month then that data for each month is linked to another excel sheet that is for annual totals for the end of year and helps us see all the data in one location and also complete and end of the year reports and our yearly report that is sent to the Public Service Commission.

- b. See Attached excel sheets for example of the monthly excel sheet that is kept and the annual excel sheet that tallies all the data for the year.
- c. The source for these forms was created by Jasper Wyatt the current system operator using excel to mirror what Division of Water and the Public Service Commission requires for end of the year reporting to

assist in making it easier and faster to find the data needed to fill out all reporting requirements.

[Dexter Almo Heights Water District]

CASE NO. 2018-00394

Response to Commission's Request for Information

Question No. 2

Responding Witness: [Jasper Wyatt]

Q-2. Explain in detail your understanding of the information to be provided in each of the categories on the Water Statistics page (reference page 30) of the annual report required of jurisdictional water utilities, accessed through the Commission's website.

A-2. My understanding of the categories listed on the Water Statistics page is that water produced is the amount of water produced from a plant whether it be ground or surface source which we have none of since we purchase all of our water. Water purchased is to be the amount of water that we purchased from our supplier for the year. Water sales is the amount of water that we sell to any of our customers and is broken into different classifications of customer types which the district only has residential or commercial customers we do not have industries nor do we resell any water to any other water systems or sell in bulk to anyone. The other water used category is where we input the usages for the utility which the district only has an office building and no other

facilities and the office is metered and tracked for monthly usage. We also list the usage that we used for flushing of the system for the year and the usage that our local fire department uses throughout the year that they report to us on a monthly basis. The water loss category is where we list the amounts for any tank overflows which the district has no storage tanks, line breaks for the year which the district keeps track of and logs an approximate and accurate amount of water that was loss due to a line break with the best of ability and the line leaks line is for other unaccounted for water throughout the year that the system is not able to accurately or approximate how much is being loss through line leaks that are not known. I understand that what we sell to customers, what we use at the office and flushing and what the fire department uses through the year plus line breaks with line leaks must equal the total amount that was purchased by the district for the year. Which is used to calculate the water loss percentage for the year. I understand that any usages listed under the water loss category is deemed unaccounted for and is what is used to be divided by out amount purchased to give us our annual water loss. And the amounts that are listed in this category is what we are concerned with and strive to keep to a minimum as much as possible to keep the water loss to a minimum.

[Dexter Almo Heights Water District]

CASE NO. 2018-00394

Response to Commission's Request for Information

Question No. 3

Responding Witness: [Jasper Wyatt]

Q-3. State any questions you have regarding how to use the updated Commission Form described and attached as Appendix A to this Order.

A-3. I do not have any questions on how to use the form described in Appendix A.

It seems very straight forward and seems to be very similar if not the same as the excel sheet that I have created to keep up with monthly water loss already just laid out a little different but nonetheless that same data. Except on my excel sheet I don't have a separate column for water loss breakdowns, I have a notes column that I can make notes of any line breaks and approximate usages by the line break as accurate as I can.

[Dexter Almo Water District]

CASE NO. 2018-00394

Response to Commission's Request for Information

Question No. 4

Responding Witness: [Jasper Wyatt]

Q-4. State any suggestions or improvements you have for the updated Commission Form described and attached as Appendix A to this Order.

A-4. I would recommend that this form be only a recommended tool for systems that may not have already in place an electronic form of keeping up with monthly water loss as I do not see it truly being beneficial to our particular system in that this form does not have a way for say a system such as us that logs daily readings of master meters and we would have to keep that logged in a separate form and then transferred over to this form in Appendix A. I do think this can be a very useful form but would recommend systems have the ability to expand upon or edit the form based on their specific needs so that everything could be presented on perhaps one form instead of multiple forms. In comparing what I do already as far as having an electronic form to track monthly water loss my form is similar and I would just need to make a minor edit to my form to include the categories under the water loss section of the updated commission form and my form would match the commission form

and I still have a way to log my daily master meter readings all on the same form instead having to have multiple forms each month.

[Dexter Almo Heights Water District]

CASE NO. 2018-00394

Response to Commission's Request for Information

Question No. 5

Responding Witness: [Jasper Wyatt]

- Q-5. State any questions you have regarding how the information in the updated Commission Form described and attached as Appendix A to this Order is to be incorporated into annual reports.
- A-5. Will this form be a requirement to be attached with the annual report or is it merely a tool for districts to help and guide them when they fill out the water statistics section of annual report? Respectively, again if it is merely a tool provided to systems to assist in filling out the annual report data I do not necessarily see myself utilizing this form as the excel spreadsheet that I am currently using provides all of that broken down in monthly form and yearly form all within the same spreadsheet and I am able to fill out these sections of the annual report without having to compile data from multiple forms and can more quickly fill out the sections of the annual report by looking at one spreadsheet instead of multiple forms. If this form were to be a requirement to be filled out each month it would be beneficial in my opinion that each form

that is filled out for the month be linked together to create yearly form that can be easily used to input that data for the annual report. It would be my understanding at this point that if this form were to be utilized with annual report a system preparing the annual form would have 12 forms one from each month that they would have to sit down with and add all the data together from those forms to complete that data needed on the annual report. Again I do not see this form alone being beneficial to me as I already have one excel spreadsheet that compiles all this data plus other useful data that is required on the annual report in one form not multiple forms. For example on each of my monthly excel sheets I have a column for the highest day usage and lowest day usage where this form does not. Which then is linked to the excel sheet in the same excel document for annual totals that excel calculates for me as I update the whole excel document on a daily and monthly basis.

[Dexter Almo Water District]

CASE NO. 2018-00394

Response to Commission's Request for Information

Question No. 6

Responding Witness: [Jasper Wyatt]

Q-6. State any concerns you have regarding the use of the updated Commission Form described and attached as Appendix A to this Order.

A-6. As I have stated previously the only concern that I see with the use of this form is that it would create more work for myself to start using this form instead of the form I already have in place and created to match not the annual report data but other end of the year reports and monthly reports required by all state agencies. Again I think this is a good start for a system that does not already have something in place to assist them with tracking monthly water loss and ultimately yearly water loss and helping them filling out the annual report sections of the water statistics.

[Dexter Almo Water District]

CASE NO. 2018-00394

Response to Commission's Request for Information

Question No. 7

Responding Witness: [Jasper Wyatt]

Q-7. State whether you believe it is reasonable, proper, and appropriate for the Commission to require jurisdictional water utilities to maintain and use the updated Commission Form described and attached as Appendix A to this Order. Fully explain your answer

A-7. I do not think it would be reasonable for all systems to be required to use this form. I believe the systems like ourselves that already have something in place that matches or is at least similar to the updated form would have added work to fill out a form that is already contained in something they are currently utilizing. For example in my case the excel spreadsheet I have created not only allows me to track monthly water loss just like the updated form does but has all the end of the year data I would need to fill out the annual report data such as highest day and lowest day usages. I am not saying I oppose this form at all if the Commission so chooses to implement it, just that I will continue to use my excel spreadsheet and will use it to fill out the updated monthly form if it is required to be submitted either on a monthly basis or yearly basis. As I believe the excel spreadsheet I have created allows me to pull out the data required for the annual report quicker and in one location and the excel spreadsheet that I currently utilize accumulates most of the data needed for

the water statistics section of the annual report on a yearly basis throughout the year as I fill out the monthly sections of the excel workbook. And at the end of the year when we send all data over to our CPA for them to submit our annual report I do not have to sit down with multiple forms and compile that data it is already done for me throughout the year. I think having to implement this form it will create work at the end of the year that systems will have to do to compile the data from multiples of these forms filled out each month. Again as I stated before I believe this form is a good start and if it could be edited either by the system or the Commission to include something that would make it not only useful on a monthly basis but on a yearly basis that would make it more beneficial to use along with other data that is required on the annual report it would a very useful tool. For example have a way for all the multiple monthly forms compiled together to create a yearly report electronic so that systems wouldn't have to manually compile that data from this updated form at the end of the year. I am sending attached with this response a hard copy of the entire excel workbook I currently use but would be willing to send to whomever electronically so they can see how everything is linked in the excel document and compiles the data into yearly totals that is more beneficial to assisting in filling out the annual report.

CERTIFICATE OF SERVICE

In accordance with 807 KAR 5:001, Section 8, I certify that [Dexter Almo Heights Water District]'s electronic filing of this Response is a true and accurate copy of the same document being filed in paper medium; that the electronic filing was transmitted to the Public Service Commission on January 17th, 2019; that there are currently no parties that the Public Service Commission has excused from participation by electronic means in this proceeding; and that an original paper medium of this Response will be delivered to the Public Service Commission within two business days.

[Jasper Wyatt]