



Public Advocates Office
California Public Utilities Commission

505 Van Ness Avenue
San Francisco, CA 94102
Phone: (415) 703-2544
Fax: (415) 703-2057

www.publicadvocates.cpuc.ca.gov/

DRAFT: Proposed Water Utility Reporting Requirements

Each Class A water utility should include the following data in each filing that may cause impacts to the company's revenue requirement and/or customer bills. This is intended to allow the California Public Utilities Commission (Commission) to fully consider the cumulative customer bill impacts of all tariff changes under consideration at a given point in time. Further, it provides a common set of data for decision-makers, intervenors, and the utilities to review in considering each request.

INSTRUCTIONS

Please provide the following data in Excel format by ratemaking areas in conjunction with each relevant filing. Create a separate workbook for each ratemaking area. Leave intact formulas for values dependent on other values in the spreadsheet (i.e., all inputs should be linked with formulas intact to all relevant outputs). Some functionalities involve the use of macros, so please enable macros when prompted. Any notes should be listed at the bottom of the table under notes and assumptions; please reference cells by name as appropriate (e.g., A5).

- 1. Table 1: Revenue Requirement Data – Please provide the following data in accordance with the format provided in the Table 1 Revenue Requirement tab.**
 - a. Current company-wide number of connections and number of connections in ratemaking area.
 - b. Latest adopted Revenue Requirement company-wide and by ratemaking area to serve as a reference benchmark, including filing number and adoption date.
 - c. List or forecast the cost impacts (e.g., incremental or decremental change from the adopted ratemaking area Revenue Requirement) for the next 5 years associated with the following:
 - i. All **Active** filings that affect the revenue requirement and/or show up in addition to the revenue requirement on customer bills (e.g., temporary surcharges).¹
 - ii. All other currently **Pending** (i.e., filed) requests that would result in Revenue Requirement and/or customer bill changes relative to the reference benchmark levels.²
 - iii. The **Pending New Filing** that would cause the latest adopted Revenue Requirement and/or customer bills to change.
 - iv. All **Anticipated** filings within the next 36 months that are expected to impact the Revenue Requirement and/or customer bills.³ The company

¹ If a given filing does not affect the revenue requirement but does affect bills, please enter zero in the Revenue Requirement table.

² All information submitted should be based on information in the latest company filings (e.g., the Application or Final Decision work papers).

³ See Footnote 2.



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should estimate dollar amounts associated with balancing accounts and escalation year requests based on Application or Final Decision work papers.

- v. Note that if the company would like to add an additional **Active, Pending, or Anticipated** filing, the company should use the provided buttons to ensure that corresponding rows are added to the relevant areas in **Table 4**.

For each entry in Items i, ii, iii, and iv above:

- Provide the required data by ratemaking area.
 - Include a description of the filing and indicate the Revenue Requirement recovery mechanism (e.g., amortization of balancing account, GRC base rate increase, etc.) through which the revenue would be recovered, as well as the effective or proposed effective date.
 - For filings related to acquisition of other water systems, indicate the estimated incremental or decremental change from the adopted ratemaking area annual Revenue Requirement impacted with each filing.
- vi. List the incremental or decremental change from the adopted ratemaking area annual Revenue Requirement associated with each filing. If a filing does not apply in a given year or it is not possible to provide a dollar estimate, select TBD or Not Applicable from the drop-down menu.
- Indicate customer classes, if any, that are exempt from revenue recovery in a footnote.
- d. The total annual cost impacts associated with all Active, Pending, and Anticipated filings, in addition to the Grand Total of all filings, should calculate automatically. If the total costs impact associated with all Active, Pending, and Anticipated filings, in addition to the Grand Total, do not appear automatically, sum the totals vertically, not horizontally.

2. Tables 2-4: Bill Impact Data – Please provide the following data in accordance with the format provided in Table 2-Residential Average Usage, Table 3- Inputs, Table 3- Current Bill, and Table 4-Impact to Average Bill.

Note:

Cells with an orange background and blue text are user input cells, please enter values in these cells. For example:

Cells with a purple background and blue text are drop down menu cells: for example:

- a. **Table 2 – Residential Average Usage, Tier 1 Usage, and Current Residential Average Annual Bills – by ratemaking area, using data from the GRC filing:**



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- i. Calculate the Residential Average annual usage per connection by dividing the total annual residential consumption⁴ (in units used by the service area) by the end-of-year total number of residential connections.
- ii. Repeat the same calculation for non-Customer Assistance Program (non-CAP) customers.
- iii. Repeat the same calculation for CAP customers.
- iv. Identify the Tier 1 maximum amount (in units used by the service area/month) and the residential usage associated with hypothetical year-round usage at the Tier 1 maximum amount.
- v. List the Current Residential Average Annual Bill based on calculations in Table 3, outlined below in 2(b).

b. Table 3 Inputs

- i. This tab is an “Inputs” tab that collects data to calculate the average bill.
 1. Select the quantity basis for assessing the quantity charge/variable charge in the service area using the drop-down in cell D1.
 2. Enter the number of tiers in the service area in cell D4. If the service area assesses quantity charges on a uniform rate enter 1. This document supports up to ten tiers.
 3. Enter the end point for each break (e.g., if you have 3 volumetric tiers, and each tier is ten units, enter 10 for the end of Tier 1 and 20 for the end of Tier 2) in cells E7:E16.
 4. Enter the volumetric charge associated with each tier in cells G7:G16 for non-CAP customers and in cells H7:H16 for CAP customers. E.g., if non-CAP customers pay \$1 per unit and CAP customers pay \$0.90 per unit in tier 1, enter \$1 and \$0.90 in cells G7 and H7, respectively.
 5. Cells in column K and L will automatically calculate the average monthly payment in each tier. This is for informational purposes on this tab only.
 6. In cell D20, enter the size of your most common residential meter. Note: There are no calculations that result from this cell, this information can be entered as text.
 7. In cells D22 and E22 enter the monthly fixed charge that your Non-CAP and CAP eligible customers pay. Note that if your CAP customers receive a fixed credit amount off the service charge, reflect the credit amount in cell F25 under the section listing surcharges and credits.
 8. If you have additional surcharges, credits, fees and taxes, enter those in cells C25:F30.
 - a. Type the name of each charge into cells C25:C30.

⁴ For all residential customer calculations, please exclude multi-family residential units; only include residential single-family units.



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- b. In cells D25:D30 select whether each charge is fixed or variable. Fixed charges are calculated on a per-month basis, variable charges on a per-unit basis.
- c. In cells E25:30 and F25:30 enter the amount of each charge. Enter the charge for non-CAP eligible customers in the cells in column E, and enter the charge for CAP eligible customers in column F. Note that any credits should be entered as negative amounts.
- d. In cells G25:30 enter the number of months each surcharge, credit, fee or tax will be in effect. If it a one-time payment or credit, enter 1, if it will be in effect for the whole year enter 12.
- e. To add additional rows for surcharges, taxes or fees, click on button in cell C26. Adding a row will change the row references in the Table 3 section below, in subheading iv.

c. **Table 3-Current Bill**

- i. Much of the information for this table will automatically fill in after filling out the Table 3 Inputs worksheet.
- ii. Table 3 – Current Bill tab will automatically provide annualized and monthly bill calculations for non-CAP and CAP customers, at both average usage and Tier 1 usage amounts. The table will show each applicable rate, charge, surcharge, credit, fee, and/or tax, and include the start and expiration dates as appropriate. Should you need to calculate the annualized bill, apply monthly prorating consistent with the relevant start and expiration dates of all rates, charges, surcharges, credits, fees, and/or taxes that are applicable in the calendar year, as of the form submission date.
- iii. For Pending or Anticipated filings, manually include relevant calculations for any Pending or Anticipated filings on this tab, as indicated with the example for escalation year requests. This can be done in the tables labeled “Estimated Incremental Annual Bill Impact” and “Estimated Incremental Monthly Bill Impact”. You may use escalation factors to estimate rates in out years by multiplying escalation factors by the outputs of the automatically calculating tables.

d. **Table 4 – Impact to Residential Average Annual Bill:** List annualized customer bill amounts by filing.

- i. List all Active, Pending, and Anticipated filings provided in response to Table 1.
- ii. List annualized customer bill amounts associated with each proceeding/filing, starting with non-CAP customers at the residential average annual usage amount. Show bill reduction as a negative number. Ensure all bill amounts are appropriately prorated for each year. If a filing



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- does not apply in a given year or it is not possible to provide a dollar estimate, select TBD or Not Applicable from the drop-down menu.
- iii. Sum the total annual bill amounts associated with all Active, Pending, and Anticipated filings.
 - iv. Calculate the CPUC fee associated with the sum of the Total Active, Total Pending, and Total Anticipated bill amounts.
 - v. Calculate the Total Estimated Annual Bill, by summing the CPUC fee and the Total Active, Total Pending, and Total Anticipated bill amounts. Totals sum vertically, not horizontally.
 - vi. Calculate the incremental change in the Total Estimated Annual Bill as compared to the Total Estimated Annual Bill in Year 1 by subtracting the Total Estimated Annual Bill in Year 1 from the Total Estimated Annual Bill in each of Years 2-5.
 - vii. Repeat steps 2(c)(i)-(vi) for the three additional customer classes (i.e., LIRA customers at the average CAP usage amount, and both non-CAP and CAP customers at the Tier 1 annual usage amount).

Definitions

<u>Term</u>	<u>Definition</u>
Revenue Requirement	Latest adopted California Public Utilities Commission Revenue Requirement.
Active	Any proceeding or advice letter approved by the California Public Utilities Commission and currently in effect that changes the base rate in the Latest Adopted Revenue Requirement and/or changes customer bills (e.g., permanent or temporary charges, surcharges, credits, fees, taxes, etc.).
Pending - Filed	Any proceeding or advice letter waiting for the California Public Utilities Commission that will impact the Latest Adopted Revenue Requirement and/or customer bills.
Pending New Filing	The proceeding or advice letter being filed that would cause the Latest Adopted Revenue Requirement and/or customer bills to change.
Anticipated	Any proceeding or advice letter anticipated to be filed with the California Public Utilities Commission in the next 36 months that will impact the Latest Adopted Revenue Requirement and/or customer bills. The company should estimate dollar amounts



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	associated with balancing accounts and escalation year requests based on Application or Final Decision work papers.
Residential Average Annual Usage (in units used by service area) Per Connection	Residential Total units used in 12 Months (last calendar year), divided by the Total Residential Connections (at the end of the last calendar year) for each ratemaking area. (This calculation is to be calculated and included for all residential connections, non-LIRA, and LIRA customers.) For all residential customer calculations, please exclude multi-family residential units; only include residential single-family units.
Tier 1 Annual Usage Amount	The residential usage amount associated with hypothetical year-round usage at the Tier 1 maximum amount.
Residential Average Annual Bill	Follow instructions 2(a) and 2(b) to complete the residential average annual bill for the four customer classes outlined therein.
Residential Average Annual Bill Impact	The difference between residential current average annual bill and the approved/proposed/planned bill.
Customer Assistance Program (CAP) Residential Customers	Follows CAP/CARE program income guidelines (see CARE income guidelines below).



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Qualifications

If your total household income is at or below the income limits below, you are eligible for the CARE program. Income limits are effective June 1, 2021 to May 31, 2022.

CARE Income Guidelines

Household Size	Income Eligibility Upper Limit
1-2	\$34,840
3	\$43,920
4	\$53,000
5	\$62,080
6	\$71,160
7	\$80,240
8	\$89,320
Each Additional Person	\$9,080