



# Capacity Assessment – Public Water System

Public Water System: \_\_\_\_\_ PWS ID: \_\_\_\_\_

Prepared by (name, title): \_\_\_\_\_ Date: \_\_\_\_\_

The 1996 amendments to the federal Safe Drinking Water Act require Alaska to assess the technical, managerial, and financial capacity of potential recipients of Alaska Drinking Water Fund (ADWF) loans. This requirement helps ensure that public water systems have long term sustainability and are able to maintain compliance with all applicable drinking water laws and regulations.

The State is prohibited from providing ADWF assistance to public water systems that lack adequate capacity, unless that assistance is directly related to improving the system's technical, managerial or financial capacity.

## TECHNICAL CAPACITY

**Does your water system include a treatment system? If yes, is the existing water treatment system adequate and functional? Does the existing water treatment system meet state and federal drinking water regulations? Will this system likely be able to meet state and federal drinking water regulations in the future?**

**Is the existing water source developed and protected? Will this system likely meet future source protection requirements? Does your system have a current Drinking Water Source Protection Plan? More information about preparing a plan is available at <https://dec.alaska.gov/eh/dw/dwp/community-ws/>**

**Is the current system able to meet peak demand flow and pressure in all points of the treatment and distribution system? What is the current peak demand and minimum pressure at peak demand? Does the system experience seasonal or periodic difficulties? When was the last leak detection survey?**

**Does the system employ, or have access to, the correct level of certified or qualified operators? Please provide the name and certification number of your lead certified operator or operators in charge of your water treatment and water distribution systems.**

**Has the water system been out of compliance with federal or state drinking water regulations within the past year? Please provide information about any recent compliance or enforcement actions including Notices-of-Violation (NOVs), Compliance-Order-By-Consent (COBCs), and boil water notices.**

**Please list the date of the most recent sanitary survey.**

**Does your system have record drawings or plans for the distribution system?**

**Does the system have an asset inventory listing all water system assets including, but not limited to, pumps, wells, tanks, treatment equipment, water mains, etc.? Does the system have an asset management plan, a strategic, long-term framework for maintaining, upgrading and operating those assets?**

**Does the system have an Operations and Maintenance manual?**

## **MANAGERIAL CAPACITY**

**List the system's owner(s) and manager. Is there an organization chart identifying system management and operations staff?**

**Does the system have written personnel and policy procedures or manuals?**

**Does the system have a schedule for routine preventive maintenance?**

**Does the system obtain occasional or regular technical assistance from outside sources such as an engineer, assistance providers, or organizations?**

**Does the system have an emergency operating plan and a safety program?**

## **FINANCIAL CAPACITY**

**What is the estimated monthly residential water use rate? How often are water user rates reviewed and updated? When was the last rate increase?**

**Does the water system operating revenue from user fees meet or exceed operating expenses?**

**Is an annual budget prepared for anticipated revenue and expenses?**

**Do you have an emergency reserve fund?**

**Does your system prepare a capital improvement plan and capital budget?**

**Do you undertake regular financial audits?**

**How will this loan be repaid? If user fees are proposed as the repayment source, will rates need to increase to repay the loan?**