

# Registration Form

March 9, 2023  
#722

Financial Management Basics for Small Utilities

**Location:**  
**Richland Township**  
**Municipal Authority**  
1328 California Road  
Quakertown, PA 18951  
**Bucks County**

*One Registration per person please!*

**Please provide the best contact information in case of class cancellation or changes.**

Attendee Name: \_\_\_\_\_

PA DEP Client ID (if applicable): \_\_\_\_\_ Attendee E-Mail: \_\_\_\_\_

System/Company: \_\_\_\_\_

Attendee Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Address:  Home  
 System/Company \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### PAYMENT:

Check (payable to PRWA)

PRWA Member?  Yes  No

Invoice Me:  Home  System/Company

**Attendance cost per person:**  
\$135 for PRWA Members  
\$170 for Non-Members  
  
Amount Due:  
\$ \_\_\_\_\_

**For security reasons, all credit card transactions must be processed through our website.**

**If you prefer to pay via credit card, please visit [www.prwa.com](http://www.prwa.com).**

### THE PRWA PROMISE

If you're not 100% satisfied with the training class for any reason, we will give you a refund!

**WWW.PRWA.COM/PROMISE**

### To register by FAX or MAIL:

**FAX:** (814) 353-9341

**MAIL:** 138 W. Bishop St., Bellefonte PA 16823

**EMAIL:** TRAINING@PRWA.COM

EMAILING REGISTRATIONS: EMAIL IS INHERENTLY INSECURE. CREDIT CARD INFORMATION SHOULD NOT BE EMAILED OR SEND IN AN ATTACHMENT.

### Questions?

Call (800) 653-7792 ext. 107 or 108

# #722

## Financial Management Basics for Small Utilities

### 6 WATER AND WASTEWATER CONTACT HOURS

Nothing is as important to a community's public health and economic development as its infrastructure; and two of the main components of strong infrastructures are the water and wastewater systems. Every system must have three primary capabilities to effectively protect an adequate water supply and an environmentally safe wastewater operation; managerial ability, financial resources and technical expertise. This course is designed to address how to manage and control the systems financial capability as set forth by the U.S. Environmental Protection Agency (EPA). The financial health of utility can mean the difference between success and failure. A system cannot be financially viable if they do not know how to handle the monies involved in the operation of the business.

### Topics to be covered:

- Revenues & Rate Setting
- Basic Rate Setting Principles
- Evaluating Small System Rates
- General Overhead Allocation
- Minimum Reserve Levels
- Accounting and Bookkeeping
- Budgeting

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**Richland Township Municipal Building**  
1328 California Road  
Quakertown, PA 18951  
***Bucks County***

PRSRT STD  
U.S. POSTAGE  
PAID  
BELLEFONTE, PA  
PERMIT NO. 196

**Class Time:** 8:00 am - 3:30 pm

**Registration:** 7:30 am

*Lunch and materials provided with your registration*



**Instructor:  
Chad Heister**

*Energy and Sustainability Specialist*

Chad has been in almost every job in the water and wastewater industry since 1997. After college, Chad started as an accounting assistant and field sampler at an environmental laboratory. He was then appointed to the Thompsettown Municipal Authority board, where he would become the chief superintendent at the Thompsettown water and wastewater facilities and at the Meribah Water Company. He later worked as an assistant wastewater treatment plant operator at Silver Spring Township Authority in Mechanicsburg. After completing his Bachelors degree, he served as an accountant working with contractors for water and wastewater projects throughout the commonwealth as a Pennsylvania sales tax accountant while earning his CPA certificate. Starting in 2018, Chad began working as the new PRWA Energy Efficiency Circuit Rider, under funding from the USDA, to assist and evaluate rural and low-income systems for new cost and energy saving initiatives.

**pa rural water**  
*Association*

138 West Bishop Street  
Bellefonte, PA 16823  
800-653-7792

[WWW.PRWA.COM](http://WWW.PRWA.COM)

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