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2015 Water Financial Plan No. 040-301

As Submitted to Town Council February 16, 2016





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1. Introduction

1.1 Objective

The purpose of this document is to update the Water Financial Plan (FP) in order to fulfill the licence renewal requirements defined in O. Reg. 453/07.

The FP update incorporates the most recent operating, capital and reserve fund forecasts contained in the 2015 Water and Wastewater Rate Study (Rate Study).

1.2 Background

The Town of Tecumseh provides potable water to all parts of Tecumseh and a portion of Lakeshore through an extensive water distribution network. The Town owns and operates the distribution system within its boundaries which includes 216 km of watermain; 1,198 hydrants; 1,500 valves; 12 boundary meters, two water filling stations and one elevated storage facility. Water is purchased from the City of Windsor. The A.H. Weeks Water Treatment Plant (WTP), the trunk transmission mains, the pumping stations, and reservoirs in the City of Windsor are owned and operated by Enwin.

Town staff recently completed the 2015 Rate Study which was approved by Council on December 8, 2015 (RCM-409/15). Preparation of the Rate Study involved extensive financial analysis to ensure full cost recovery of water services. Sources of data used in the full cost calculation included: ten year operating revenues and expenditures forecast, capital cost projections, reserve balances projections, historical customer and volume data, and future customer and volume forecasts. The data contained in the Rate Study was used in the preparation of the financial statements contained herein.

1.3 Regulatory Requirements

The Safe Drinking Water Act, 2002, O. Reg. 188/07, requires municipalities to obtain drinking water system licences as part of an overall Drinking Water Quality Management System (DWQMS). Licence renewals necessitate the preparation of a financial plan in accordance with O. Reg. 453/07.

Financial Plan requirements for licence renewals defined in O. Reg. 453/07 stipulate that financial plans must:

- Be approved by a resolution of Council.
- Apply to a period of at least six years.
- Include the year in which the licence expires as part of the forecast period.
- Incorporate details regarding the financial position of the water system, including changes in tangible capital assets that are additions, donations, write downs and disposals.
- Include details of the projected financial operations of the water system.
- Contain the projected gross cash receipts and gross cash payments of the water system.
- Address the financial implications of the replacement of lead service pipes.



In addition, financial plans must be:

- Made available at no charge to water customers upon request.
- Posted on the Internet if a website is maintained.
- Sent to the Ministry of Municipal Affairs and Housing.

Finally, notice must be provided advising water customers of the availability of the financial plan.

1.4 Required Financial Statements

In order to satisfy the above-noted requirements of O. Reg. 453/07, the FP contains the following financial statements:

Statement of Financial Position - The Statement of Financial Position provides information on the assets, liabilities, and accumulated surplus of the Town's water system.

The net financial assets/(debt) is the difference between financial assets and liabilities. A net financial asset position implies that the system has financial resources to fund future operations. On the other hand, a net debt position suggests that future revenues will be needed to "catch up" past transactions as well as finance future operations.

The tangible capital asset balance represents the Town's significant investment in water system infrastructure.

Statement of Operations and Accumulated Surplus - The Statement of Operations and Accumulated Surplus details the revenues, expenses and surplus/deficit for a given period.

The annual surplus/deficit measures whether revenues were sufficient to cover the expenses incurred. A surplus represents funds available to the Town to fund non-operating expenses such as the acquisition of tangible capital assets, debt principal payments and transfers to reserves.

Statement of Cash Flows - This statement provides information on the generation and use of cash resources over the forecast period. The gross cash receipts/payments are itemized by: operating; capital; investing and financial transactions. Grouping the cash receipts and payments by category allows the reader to understand where the cash is being generated (i.e. operating water rates), and how the cash is being used (i.e. capital and operating expenses).

Statement of Changes in Net Financial Assets - Although this statement is not required under O. Reg. 453/07, it offers additional data regarding the financial performance of the Town's water system. The Statement of Net Financial Assets/Debt provides information on whether the revenue generated is sufficient to support the operating and tangible capital asset costs. The statement also reconciles the difference between the annual surplus/deficit and the change in net financial assets/debt for the period.

Please refer to Section 3 Financial Plan for a detailed discussion on the Town's financial statements.



1.5 MOE Guideline

The Ministry of the Environment (MOE) issued the guideline "Toward Financially Sustainable Drinking-Water and Wastewater Systems" (Guideline) to assist municipalities in the preparation of financial plans. This guide sets forth the following principles of financial sustainability:

- Principle #1: Ongoing public engagement and transparency can build support for, and confidence in, financial plans and the system(s) to which they relate.
- Principle #2: An integrated approach to planning among water, wastewater, and storm water systems is desirable given the inherent relationship among these services.
- Principle #3: Revenues collected for the provision of water and wastewater services should ultimately be used to meet the needs of those services.
- Principle #4: Life-cycle planning with mid-course corrections is preferable to planning over the short-term, or not planning at all.
- Principle #5: An asset management plan is a key input to the development of a financial plan.
- Principle #6: A sustainable level of revenue allows for reliable service that meets or exceeds environmental protection standards, while providing sufficient resources for future rehabilitation and replacement needs.
- Principle #7: Ensuring users pay for the services they are provided leads to equitable outcomes and can improve conservation. In general, metering and the use of rates can help ensure users pay for services received.
- Principle #8: Financial Plans are "living" documents that require continuous improvement.

 Comparing the accuracy of financial projections with actual results can lead to improved planning in the future.
- Principle #9: Financial plans benefit from the close collaboration of various groups, including engineers, accountants, auditors, utility staff, and municipal council.

The Guideline is not required practice, but was meant to assist municipalities with financial planning. Taken together, O. Reg. 453/07 and the Guideline are good tools municipalities can use to develop a strategy to ensure the financial sustainability of water systems.

The Town's FP was prepared in accordance with O. Reg. 453/07 and the above-noted MOE principles of financial sustainability.



1.6 Lead Service Pipe Removal

In 2007, the MOE implemented a Regulated Lead Testing Program which required municipalities to undertake mandatory testing for lead in drinking water to ensure lead levels met the Ontario Drinking Water Standards. Under this program, the Town of Tecumseh tested over 200 residential homes and did not have a single adverse or high reportable lead finding. Because of these results, the MOE has granted the Town relief from residential lead testing. The Town tests for lead in the distribution system twice a year as mandated by the MOE.

Generally lead services can be found where there are cast iron (CI) watermains. As identified in the 2014 Asset Management Plan, only 10% of the watermain inventory consists of CI pipes. The Town replaces any remaining lead water services during CI watermain replacement projects.

Leads services can also be identified during repairs to the Town's water service shut-offs located at a customer's property line or discovered from a leak on a service line. Once a lead service pipe has been identified, it is replaced by the Town.

In accordance with O. Reg. 453/07, the FP must address the financial implications of the replacement of lead service pipes. The capital works projects listed in Appendix B were cross referenced to the detailed watermain asset inventory found in the Rate Study to determine which projects involved the replacement of CI watermains. Costs of the services were extracted from the inventory and inflated to the year of construction. It was assumed that two "one-off" lead service replacements occur annually in conjunction with repairs to the Town's water service shut-offs. Annual estimates are summarized as follows:

Cost Implications of Lead Service Pipe Removal

Inflated \$

2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
\$ 4,900	\$ 5,000	\$ 5.100	\$ 10,400	\$ 16,000	\$ 32,800	\$ 11.200	\$ 11.400	\$ 11,600	\$ 11.800



2. Financial Statement Preparation

2.1 Key Inputs

Estimates made for the Statement of Financial Position start with 2014 actuals. Refer to the FP notes for detailed assumptions.

The 2015 Rate Study operating, capital and reserve forecasts were used to formulate the Statement of Operations and Accumulated Surplus. The Rate Study forecasts have been included herein for reference purposes – see Appendix B.

2.2 Accounting Requirements

The forecasts found in the Rate Study were prepared on a modified accrual basis in order to determine the rates required for a full cost recovery. The components of a financial plan per O. Reg. 453/07 requirements are consistent with the requirements for financial statement presentation as set out in section PS3150 of the CPA Canada Public Sector Accounting Handbook, i.e. full accrual. Accounting adjustments were completed to convert the Rate Study forecasts from modified accrual to full accrual. These adjustments include amortization, employee future benefits, the reporting of capital contributions (i.e. development charges) and the elimination of interfund transfers.



3. Financial Plan

This section summarizes the complete FP for the Town of Tecumseh water system. The FP represents a forecast of the Town's future financial position. The statements included in this report are unaudited and contain estimates and assumptions as detailed in the Notes to the Water Services Financial Plan. Refer to Appendix A for the financial statements and notes.

3.1 Statement of Financial Position

The Statement of Financial Position summarizes the Town's water services financial and non-financial assets, liabilities, and provides the net financial asset/(net debt) position and accumulated surplus for water services.

Financial assets consist of cash balances in the water reserve funds and accounts receivable for year-end water billings to customers.

The Town's liabilities consist of accounts payable, deferred revenue, employee future benefits payable and municipal debt. Water purchases and vacation pay accrued as per Public Sector Accounting Board (PSAB) requirements make up most of the accounts payable balance. Deferred revenue is the balance in the development charge reserve fund. Long-term debt matures in 2015, and there is no new projected long-term debt as per the 2015 Rate Study.

Non-financial assets include the Town's tangible capital assets, i.e. water infrastructure, facilities and vehicles. Historical costs are amortized over the asset life to arrive at the net book value each year from 2015 to 2024. New assets are added in the year of acquisition/construction. The timing of "contributed" assets (asset transfers from developers) is uncertain and for the purposes of this FP, it is assumed that there will be no "contributed" assets over the forecast period. Other non-financial assets such as inventory and prepaid expenses are immaterial and are assumed to be zero.

Net financial assets (or net debt) is the difference between financial assets and liabilities. In 2015, the Town's water system will be in a net financial asset position of \$8.6 million. This is projected to grow to a net financial asset position of \$22.4 million by 2024. The net financial asset position indicates that financial resources are available to fund future operations. The improved net financial asset position is due to the increase in the water reserve fund balances.

Another important indicator contained in the Statement of Financial Position is the Tangible Capital Assets (TCA). Net TCAs are expected to grow by \$2.1 million over the forecast period. Further, an asset consumption ratio (note 7) consisting of accumulated amortization as a percent of historical cost is an accounting measure that represents the extent that the assets have been "used up" in terms of their estimated useful lives. The Town's Water Asset Consumption Ratio increases from 28% to 35% by the end of the forecast period. The increasing trend may suggest a higher replacement need in the future.



Accumulated surplus is another key indicator contained in the Statement of Financial Position. The accumulated surplus is predominately made up of the net TCA balance, which represents past investments in the water system's infrastructure, and cash reserves. The accumulated surplus is expected to increase from approximately \$48.9 million in 2015 to approximately \$64.7 million by 2024 due to a projected healthy increase in cash reserves.

3.2 Statement of Operations and Accumulated Surplus

The Statement of Operations and Accumulated Surplus summarizes the annual revenues and expenses associated with the Town's water system. The difference between revenue and expenses is the annual surplus/(deficit).

Revenues are comprised predominantly of user charges, which are the fixed and variable rate revenues required for a full cost recovery of the Town's water services. These estimates were extracted directly from the 2015 Rate Study. The full cost recovery calculation factors in operating expenses, capital costs, target reserve contributions, customer count estimates, usage volumes and inflation.

The statement shows a total revenue increase from approximately \$5.1 million in 2015 to approximately \$7.2 million by 2024 required to fully recovery water system costs.

Expenses were extracted from the 2015 Rate Study, with the exception being those that were necessary to convert the statement to full accrual (i.e. amortization). The Rate Study based the first three years of the forecast on the 2015 Approved Operating Budget. Generally, an inflationary factor of 2% was applied to each of the subsequent years.

Purchases for resale and wages and benefits are the two most significant expense items. Purchases were calculated using forecast volumes multiplied by the rate charged by Enwin inflated by 2% annually. Wages and benefits assumed status quo staffing levels and were also inflated annually.

Amortization is another large expense item shown on the Statement of Operations and Accumulated Surplus. This non-cash expense reflects the systematic distribution of the cost of a tangible capital asset over its useful life. Amortization estimates over the forecast period reflect existing assets plus additions and corresponding disposals (replacements) attributable to the capital projects detailed in the 2015 Rate Study.

The operating surplus/(deficit) is an important indicator shown on the Statement of Operations and Accumulated Surplus. An operating surplus/(deficit) measures whether revenues generated in a year were sufficient to cover expenses incurred in that year. It is important to note that an annual surplus is necessary to ensure funds will be available to address non-expense items such as TCA acquisitions over and above amortization expenses and reserve fund contributions for asset replacements.



3.3 Statement of Cash Flows

The Statement of Cash Flows summarizes the main cash inflows and outflows related to the water system in four main areas - operating, capital, investing and financing. This statement also shows the annual changes in cash and cash equivalents.

The operating transactions begin with the surplus/(deficit) identified in the Statement of Operations. This figure is adjusted to add or subtract non-cash items that were included as revenues or expenses (e.g. amortization).

The capital transactions section indicates the amounts spent to acquire TCAs, changes in construction work in progress (WIP) balances, and funds received from the sale of assets. The FP assumes that there were no proceeds on the sale of financial assets.

The financing transactions section identifies the funds received from long-term debt as cash inflows and the principal portion of debt as cash outflows. As noted previously, debt matures in 2015 and it is anticipated that no new long-term debt is required.

For the purposes of the Town's FP, it was assumed that there were no investing activities over the forecast period.

The Statement of Cash Flows indicates that cash has been generated from operations, which is used in funding the acquisition of TCAs, building cash reserves, and to repay debt. The Town's cash position is projected to increase over the forecast period from \$9.2 million in 2015 to \$24.0 million in 2024.

3.4 Statement of Changes in Net Financial Assets

The Statement of Changes in Net Financial Assets indicates whether revenue was sufficient to cover TCA costs. It also reconciles the difference between the annual surplus and the change in net financial assets.

For each year of the forecast period, the annual surplus exceeds the TCA activity resulting in an annual increase in net financial assets. The Town's net financial asset position is projected to increase over the forecast period from \$8.6 million in 2015 to \$22.4 million in 2024.



4. Summary

The following are the key highlights of the FP:

- The annual net cost to be recovered from rates, i.e. user charges, is projected to increase from \$4.9 million in 2015 to approximately \$6.5 million in 2024. This represents an average annual increase of approximately 3.3%.
- Water system debt matures in 2015. No new debt is required over the forecast period.
- The net book value of the Town's Water System assets is projected to increase from approximately \$40.3 million in 2015 to \$42.4 million in 2024. The forecast asset consumption ratio is trending upwards, from 28.4% in 2015 to 35.0% in 2024.
- Cash and cash equivalents are expected to show a solid increase, from \$9.2 million to \$24.0 million by the end of the forecast period.



5. Conclusion & Recommendations

It can be concluded that the outlook over the 2015 to 2024 forecast period is positive overall. The water system is considered financially viable and sustainable; full cost recovery is anticipated with reasonable annual increases to user rates. Reserves are projected to increase to healthy levels and no additional debt is required over the forecast period. Although not a cause for concern at this point, the asset consumption ratio should be followed up on as part of the next Rate Study update.

The following recommendations are made with respect to this Financial Plan:

- 1. The Town of Tecumseh 2015 Water Financial Plan No. 040-301 prepared in accordance with O. Reg. 453/07 under the Safe Drinking Water Act, 2002, be approved;
- 2. Notice of availability of the 2015 Water Financial Plan No. 040-301 be advertised to the public on the Town's website in accordance with O. Reg. 453/07, Section 3 (1) 5;
- 3. The 2015 Water Financial Plan No. 040-301 be posted to the Town's website in accordance with O. Reg. 453/07, Section 3(1) 5; and
- 4. The 2015 Water Financial Plan No. 040-301 be submitted to the Ministry of Municipal Affairs and Housing in accordance with O. Reg. 453/07, Section 3 (1) 6.

Appendix A

2015 Water Financial Plan No. 040-301

Water Services Financial Plan (Unaudited) 2015-2024

Statement of Financial Position 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 Actual Forecast Financial assets Cash and cash equivalents - restricted (note 1) \$ 8,333,849 \$ 9,158,686 \$ 10,507,829 \$ 12,001,375 \$ 13,896,789 \$ 15,330,663 \$ 16,913,947 \$ 18,298,122 \$ 19,903,705 \$ 21,643,873 \$ 24,008,559 Accounts receivable (note 2) 823,605 840,078 856,879 874,017 891,497 909,327 927,514 946,064 964,985 984,285 1.003.970 Total financial assets 9,157,454 9,998,764 11,364,708 12,875,392 14,788,286 16,239,990 17,841,461 19,244,186 20,868,690 22,628,158 25,012,529 Liabilities Accounts payable and accrued liabilities (note 3) 229.215 248,551 263,532 267,651 261.338 323,395 327,444 358,695 370.829 377,329 338,584 84,784 381,044 (263,689) (285,843)Deferred revenue (note 4) 302,881 615,404 166,476 (308,430)Employee future benefits payable (note 5) 1,013,199 1,114,519 1,225,970 1,348,568 1,483,424 1,631,767 1,794,943 1,974,438 2,171,882 2,389,070 2,627,977 Municipal debt (note 6) 244,179 1,486,593 1,363,070 1,489,502 1,701,003 2,125,806 2,258,043 2,737,791 2,279,022 2,480,556 2,658,131 2,499,609 Net financial assets 7,670,861 8,635,694 22,354,398 9,875,206 11,174,389 12,662,480 13,981,947 15,103,670 16,744,577 18,589,668 20,147,602 Non-financial assets Tangible capital assets (note 7) 40,354,448 40,255,080 40,173,734 40,046,991 39,730,146 40,020,535 40,249,874 40,901,930 41,556,124 42,166,266 42,350,132 42,166,266 40,354,448 40,255,080 40,173,734 40,046,991 39,730,146 40,020,535 40,249,874 40,901,930 41,556,124 42,350,132 \$ 48,025,309 \$ 48,890,774 \$ 50,048,940 \$ 51,221,380 \$ 52,392,626 \$ 54,002,482 \$ 55,353,544 \$ 57,646,507 \$ 60,145,792 \$ 62,313,868 \$ 64,704,530 Accumulated surplus

Water Services Financial Plan (Unaudited) 2015-2024

Statement of Operations and Accumulated Surplus

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
D	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Revenues	4.555.400	4 000 404	1.022.255	5.005.550	5 201 500	5 405 055	5 500 005	5 000 115	6045010	< 200 ALA	5 500 200
User charges	4,576,482	4,880,404	4,822,366	5,006,560	5,201,589	5,405,055	5,608,986	5,822,445	6,047,019	6,283,414	6,532,389
Capital contributions	93,515	157,914	283,126	204,005	-	386,240	-	738,385	716,187	310,500	316,700
Investment income	206,655	174,343	185,624	205,476	227,863	257,625	284,014	306,449	339,266	376,169	407,327
(Loss)/gain on disposal of tangible capital assets	-	(147,031)	(22,281)	(90,426)	(25,381)		(157,256)	(68,456)		(126,848)	
Other	38,115	17,775	17,775	17,775	18,131	18,493	18,863	19,240	19,625	20,018	20,418
Total revenues	4,914,767	5,083,405	5,286,610	5,343,390	5,422,202	5,961,787	5,754,607	6,818,063	7,090,114	6,863,253	7,205,840
Expenses											
Wages & benefits	1,178,137	1,064,354	1,070,760	1,097,565	1,119,516	1,141,907	1,164,745	1,188,040	1,211,800	1,236,036	1,260,757
Interest	18,508	8,105	-	-	-	-	-	-	-	-	-
Office supplies & equipment maintenance	21,222	20,353	20,353	20,353	20,760	21,175	21,599	22,031	22,471	22,921	23,379
Memberships	2,060	1,900	1,900	1,900	1,938	1,977	2,016	2,057	2,098	2,140	2,183
Conventions & training	34,692	23,000	23,000	23,000	23,460	23,929	24,408	24,896	25,394	25,902	26,420
Maintenance materials & supplies	119,351	102,500	103,150	103,813	105,889	108,007	110,167	112,371	114,618	116,910	119,249
Purchases for resale	1,222,853	1,232,282	1,271,628	1,312,055	1,353,591	1,396,263	1,440,101	1,482,428	1,525,873	1,570,463	1,616,225
Maintenance	103,747	91,500	91,500	91,500	93,330	95,197	97,101	99,043	101,023	103,044	105,105
Contract services	169,751	364,541	236,630	195,830	199,727	241,591	224,425	252,029	216,206	220,556	244,481
Professional	28,869	14,700	14,700	14,700	14,994	15,294	15,600	15,912	16,230	16,555	16,886
Utilities	43,770	50,150	50,888	51,640	52,673	53,726	54,801	55,897	57,015	58,155	59,318
Insurance	29,296	35,500	36,210	36,934	37,673	38,426	39,195	39,979	40,778	41,594	42,426
Amortization (note 8)	886,418	909,336	928,065	936,717	936,764	917,985	907,005	921,988	942,723	960,010	971,440
Administrative charge	230,969	284,194	264,135	269,418	274,806	280,302	285,908	291,626	297,459	303,408	309,476
Other	10,006	9,125	9,125	9,125	9,308	9,494	9,684	9,877	10,075	10,276	10,482
Financial	6,550	6,400	6,400	6,400	6,528	6,659	6,792	6,928	7,066	7,207	7,352
Total expenses	4,106,199	4,217,940	4,128,444	4,170,950	4,250,956	4,351,931	4,403,545	4,525,100	4,590,830	4,695,177	4,815,178
Annual surplus	808,568	865,465	1,158,166	1,172,440	1,171,246	1,609,856	1,351,062	2,292,963	2,499,285	2,168,076	2,390,662
Accumulated surplus, beginning of year	47,216,741	48,025,309	48,890,774	50,048,940	51,221,380	52,392,626	54,002,482	55,353,544	57,646,507	60,145,792	62,313,868
Accumulated surplus, end of year	\$ 48,025,309	\$ 48,890,774	\$ 50,048,940	\$ 51,221,380	\$ 52,392,626	\$ 54,002,482	\$ 55,353,544	\$ 57,646,507	\$ 60,145,792	\$ 62,313,868	\$ 64,704,530

Water Services Financial Plan (Unaudited) 2015-2024

Statement of Changes in Net Financial Assets 2015 2020 2022 2023 2024 2014 2016 2017 2018 2019 2021 Actual Forecast 808,568 \$ **Annual surplus** 865,465 \$ 1,158,166 \$ 1,172,440 \$ 1,171,246 \$ 1,609,856 \$ 1,351,062 \$ 2,292,963 \$ 2,499,285 \$ 2,168,076 \$ 2,390,662 Acquisition of tangible capital assets (395,195)(1,513,408)(864,378) (869,927)(644,100)(1,324,100)(1,356,800)(888,000)(2,383,400)(1,386,500)(1,536,800)Change in tangible capital assets WIP (477,865)556,409 (4,622)(30,473)(1,200)10.100 63,200 (754,500)754,500 (310.500)310,500 942,723 Amortization of tangible capital assets 886,418 909,336 928,065 936,717 936,764 917,985 907,005 921,988 960,010 971,440 Loss/(gain) on disposal of tangible capital assets 147,031 22,281 90,426 25,381 105,626 157,256 31,983 70,994 68,456 126,848 13,358 99,368 81,346 126,743 316,845 (290,389) (229,339) (652,056) (654,194) (610,142) (183,866) Change in net financial assets 821,926 964,833 1,239,512 1,299,183 1,488,091 1,319,467 1,640,907 1,845,091 1,557,934 2,206,796 1,121,723 6,848,935 Net financial assets, beginning of year 7,670,861 8,635,694 9,875,206 11,174,389 12,662,480 13,981,947 15,103,670 16,744,577 18,589,668 20,147,602 Net financial assets, end of year \$ 7,670,861 \$ 8,635,694 \$ 9,875,206 \$ 11,174,389 \$ 12,662,480 \$ 13,981,947 \$ 15,103,670 \$ 16,744,577 \$ 18,589,668 \$ 20,147,602 \$ 22,354,398

Water Services Financial Plan (Unaudited) 2015-2024

Statement of Cash Flows											
	 2014 Actual	2015 Forecast	2016 Forecast	2017 Forecast	2018 Forecast	2019 Forecast	2020 Forecast	2021 Forecast	2022 Forecast	2023 Forecast	2024 Forecast
Cash provided by (used in):											
Operations:											
Annual surplus	\$ 808,568 \$	865,465 \$	1,158,166 \$	1,172,440 \$	1,171,246 \$	1,609,856 \$	1,351,062 \$	2,292,963 \$	2,499,285 \$	2,168,076 \$	2,390,662
Items not involving cash:											
Amortization	886,418	909,336	928,065	936,717	936,764	917,985	907,005	921,988	942,723	960,010	971,440
Loss on disposal of tangible capital assets	-	147,031	22,281	90,426	25,381	105,626	157,256	68,456	31,983	126,848	70,994
Change in non-cash operating working capital:											
Financial assets	70,465	(16,473)	(16,801)	(17,138)	(17,480)	(17,830)	(18,187)	(18,550)	(18,921)	(19,300)	(19,685)
Liabilities	129,580	120,656	126,432	211,501	424,803	132,237	479,748	(238,182)	(220,587)	201,534	177,575
Cash provided from operating transactions	1,895,031	2,026,015	2,218,143	2,393,946	2,540,714	2,747,874	2,876,884	3,026,675	3,234,483	3,437,168	3,590,986
Capital:											
Acquisition of tangible capital assets	(395,195)	(1,513,408)	(864,378)	(869,927)	(644,100)	(1,324,100)	(1,356,800)	(888,000)	(2,383,400)	(1,386,500)	(1,536,800)
Change in tangible capital assets WIP	(477,865)	556,409	(4,622)	(30,473)	(1,200)	10,100	63,200	(754,500)	754,500	(310,500)	310,500
Proceeds on sale of tangible capital assets (note 9)	-	, -	-	-	-	-	-	-	· -	-	-
Cash used in capital transactions	(873,060)	(956,999)	(869,000)	(900,400)	(645,300)	(1,314,000)	(1,293,600)	(1,642,500)	(1,628,900)	(1,697,000)	(1,226,300)
Financing:											
Municipal debt principal repayment	(233,776)	(244,179)	_	-	_	-	-	-	-	-	_
Cash used in financing transactions	(233,776)	(244,179)	-	-	-	-	-	-	-	-	-
Change in cash and cash equivalents	788,195	824,837	1,349,143	1,493,546	1,895,414	1,433,874	1,583,284	1,384,175	1,605,583	1,740,168	2,364,686
Cash and cash equivalents, beginning of year	7,545,654	8,333,849	9,158,686	10,507,829	12,001,375	13,896,789	15,330,663	16,913,947	18,298,122	19,903,705	21,643,873
Cash and cash equivalents, end of year	\$ 8,333,849 \$	9,158,686 \$	10,507,829 \$	12,001,375 \$	13,896,789 \$	15,330,663 \$	16,913,947 \$	18,298,122 \$	19,903,705 \$	21,643,873 \$	24,008,559

Notes to the Water Services Financial Plan 2015-2024

1. CASH AND CASH EQUIVALENTS - RESTRICTED

Cash balances were estimated for each year as follows:

Ending Reserve Fund Balance (as per 2015 Rate Study)

Less: Accounts Receivable Change Over Prior Year Balance

Plus: Accounts Payable Change Over Prior Year Balance

Plus: Employee Future Benefits Payable Change Over Prior Year

= Approximate Ending Cash and Cash Equivalents Balance

2. ACCOUNTS RECEIVABLE

Annual increases of 2% were assumed, with 2014 actuals as the starting point.

3. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Accounts payable consists of: water purchases, water testing services, capital project holdbacks, vacation pay accrued as per PSAB requirements, accrued interest and an outstanding invoice for water meters. Water purchases and water testing services accounts payable estimates are based on December 2014 payables, inflated annually by a factor of 2%. Capital project holdbacks are assumed to be 10% of the annual capital infrastructure project expenditures. In order to estimate vacation pay, hours were based on the 2014 accrual and assumed constant, while rates were increased by an inflation factor of 2%. There was no accrued interest for the forecast period as the long term debt matured in 2015. The water meters billing was assumed constant.

4. DEFERRED REVENUE

Deferred revenue consists of water development charge reserve fund balances which are recorded as a liability for financial statement reporting purposes. Forecast balances were drawn from the 2015 Water and Wastewater Rate Study.

5. EMPLOYEE FUTURE BENEFITS PAYABLE

Employee future benefits payable represents the future cost of extending health benefits to existing current employees and retirees. The liability is based on an actuarial valuation prepared by an independent firm. Total employee future benefits payable was assumed to increase by a factor of 10% based on the most recent actuarial valuation. The Water Services portion was allocated proportionately based on the number of Water employees to the total number of employees. It was assumed that the employee ratio remained constant over the forecast period.

6. MUNICIPAL DEBT

There are no new debenture requirements over the forecast period as per the 2015 Water and Wastewater Rate Study.

Notes to the Water Services Financial Plan 2015-2024

7. TANGIBLE CAPITAL ASSETS

Tangible capital asset balance estimates over the forecast period reflect asset additions and corresponding disposals (replacements) attributable to the capital projects detailed in the 2015 Water and Wastewater Rate Study. It was assumed that no write-offs occurred over the forecast period. There were no contributed assets included in the forecast period as there is no reasonable basis for estimating asset contributions.

A summary of the tangible capital asset balances for the Town of Tecumseh Water Services is as follows:

Tangible Capital Assets - \$ millions

	2014 actual	2015 forecast	2016 forecast	2017 forecast	2018 forecast	2019 forecast	2020 forecast	2021 forecast	2022 forecast	2023 forecast	2024 forecast
Opening Cost	54.73	55.06	56.19	56.98	57.61	58.11	59.05	59.92	60.58	62.82	63.84
Plus: Acquisitions	0.40	1.51	0.86	0.87	0.64	1.32	1.36	0.89	2.38	1.39	1.54
Less: Disposals	0.07	0.37	0.07	0.24	0.14	0.38	0.49	0.22	0.15	0.37	0.23
Less: Transfers	0.00	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Closing Cost	55.06	56.19	56.98	57.61	58.11	59.05	59.92	60.58	62.82	63.84	65.15
Opening Accumulated Amortization	14.48	15.30	15.98	16.85	17.63	18.45	19.09	19.67	20.44	21.26	21.98
Plus: Amortization Expense	0.89	0.91	0.93	0.94	0.94	0.92	0.91	0.92	0.94	0.96	0.97
Less: Amortization of Disposals	0.07	0.23	0.05	0.15	0.12	0.28	0.33	0.15	0.12	0.24	0.15
Less: Amortization of Transfers Closing Accumulated Amortization	0.00 15.30	0.00 15.98	0.00 16.85	0.00 17.63	0.00 18.45	0.00 19.09	0.00 19.67	0.00 20.44	0.00 21.26	0.00 21.98	0.00 22.80
Net Book Value	39.76	40.22	40.13	39.97	39.66	39.96	40.25	40.15	41.56	41.86	42.35
Opening WIP	0.12	0.59	0.04	0.04	0.07	0.07	0.06	0.00	0.75	0.00	0.31
Plus: WIP Additions	0.48	0.02	0.02	0.07	0.02	0.06	0.00	0.75	0.00	0.31	0.00
Less: WIP Capitalized	0.00	0.57	0.01	0.04	0.02	0.07	0.06	0.00	0.75	0.00	0.31
Ending WIP	0.59	0.04	0.04	0.07	0.07	0.06	0.00	0.75	0.00	0.31	0.00
Tangible Capital Assets	40.35	40.26	40.17	40.05	39.73	40.02	40.25	40.90	41.56	42.17	42.35
Asset Consumption Ratio	27.78%	28.43%	29.57%	30.61%	31.75%	32.33%	32.82%	33.73%	33.85%	34.43%	34.99%
(Closing Accumulated Amortizatio	n/Closing Co	st)									

8. AMORTIZATION

Estimates over the forecast period reflect amortization of existing assets plus calculated amortization for additions and corresponding disposals (replacements) attributable to the capital projects detailed in the 2015 Water and Wastewater Rate Study. It was assumed that there were no write-offs or contributed assets.

9. PROCEEDS ON SALE OF TANGIBLE CAPITAL ASSETS

It was assumed that there were no proceeds on the sale of tangible capital assets as these amounts are generally immaterial.

Appendix B

2015 Water and Wastewater Rate Study Extract

Water Operating Budget Forecast Inflated \$

2	Budget					Forecast					
Description	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
Expenditures											
Operating Costs											
Payroll Related Expenses	807,749	814,415	836,811	853,547	870,618	888,031	905,791	923,907	942,385	961,233	8,804,487
Benefits	256,605	256,345	260,754	265,969	271,288	276,714	282,249	287,893	293,651	299,524	2,750,994
Office Supplies & Equip Mtnce	20,353	20,353	20,353	20,760	21,175	21,599	22,031	22,471	22,921	23,379	215,395
Memberships	1,900	1,900	1,900	1,938	1,977	2,016	2,057	2,098	2,140	2,183	20,108
Professional Development	23,000	23,000	23,000	23,460	23,929	24,408	24,896	25,394	25,902	26,420	243,408
Maint. Materials & Supplies	102,500	103,150	103,813	105,889	108,007	110,167	112,371	114,618	116,910	119,249	1,096,674
Water Purchases (Table 8.1)	1,232,282	1,271,628 91,500	1,312,055 91,500	1,353,591	1,396,263 95,197	1,440,101 97,101	1,482,428 99,043	1,525,873	1,570,463 103,044	1,616,225 105,105	14,200,909
Maint. Services Contract Services	91,500 169,830	169,830	169,830	93,330 173,227	176,691	180,225	183,829	101,023 187,506	191,256	195,081	968,342 1,797,306
Professional Services	14,700	14,700	14,700	14,994	15,294	15,600	15,912	16,230	16,555	16,886	155,570
Utilities	50,150	50,888	51,640	52,673	53,726	54,801	55,897	57,015	58,155	59,318	544,263
Insurance	35,500	36,210	36,934	37,673	38,426	39,195	39,979	40,778	41,594	42,426	388,713
Other	9,125	9,125	9,125	9,308	9,494	9,684	9,877	10,075	10,276	10,482	96,570
Bad Debt Expense	6,400	6,400	6,400	6,528	6,659	6,792	6,928	7,066	7,207	7,352	67,731
Administration Charge	284,194	264,135	269,418	274,806	280.302	285,908	291.626	297,459	303,408	309,476	2,860,733
Total Operating Costs	3,105,788	3,133,579	3,208,233	3,287,692	3,369,046	3,452,340	3,534,912	3,619,407	3,705,867	3,794,338	34,211,201
_											
Capital Related											
Existing Debt - Recoverable from Landowners	1,289	-	-	-	-	-	-	-	-	-	1,289
Existing Debt - Other	250,995	-	-	-	-	-	-	-	-	-	250,995
New Non-Growth Related Debt	-	-	-	-	-	-	-	-	-	-	-
New Growth Related Debt	-	-	-	-	-	-	-	-	-	-	-
Transfer to Lifecycle Watermain Reserve Fund	1,617,380	1,531,562	1,641,102	1,735,028	1,835,502	1,933,510	2,041,773	2,158,237	2,284,565	2,421,469	19,200,128
Transfer to Lifecycle Facilities Reserve Fund	85,000	85,000	85,000	107,000	129,000	152,000	175,000	199,000	223,000	247,000	1,487,000
Transfer to Lifecycle Vehicle Reserve Fund	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	600,000
Transfer to Rate Stabilization Reserve Fund	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000
Total Capital Related	2,044,664	1,706,562	1,816,102	1,932,028	2,054,502	2,175,510	2,306,773	2,447,237	2,597,565	2,758,469	21,839,412
Total Expenditures	5,150,452	4,840,141	5,024,335	5,219,720	5,423,548	5,627,849	5,841,685	6,066,644	6,303,432	6,552,807	56,050,613
Revenues											
Revenues											
Operating Revenue											
Taxation - Watermains 10yr	1,289				_		_	_	_		1,289
Water Sales Lakeshore - Fixed	6,500	6,561	6,811	7,076	7,356	7,654	7,969	8,303	8,657	9,033	75,921
Water Oasis Revenue	22,000	22,500	23,000	23,460	23,929	24,408	24,896	25,394	25,902	26,420	241,908
Hydrant Rental	2,500	2,500	2,500	2,550	2,601	2,653	2,706	2,760	2,815	2,872	26,457
Work Orders ¹	13,600	23,600	23,600	25,000	25,000	15,000	15,300	15,606	15,918	16,236	188,861
Miscellaneous Revenue	9,560	9,560	9,560	9,751	9,946	10,145	10,348	10,555	10,766	10,981	101,173
Interfunctional Rent	17,775	17,775	17,775	18,131	18,493	18,863	19,240	19,625	20,018	20,418	188,112
Total Operating Revenue	73,224	82,496	83,246	85,968	87,326	78,723	80,459	82,243	84,076	85,960	823,722
December Temperature											
Reserve Transfers											
Transfer from Dev. Charges Reserve Fund	350.005	-	-	-	-	-	-	-	-	-	-
Transfer from Lifecycle Watermain Reserve Fund	250,995	-	-	-	-	-	-	-	-	-	250,995
Transfer from Lifecycle Facilities Reserve Fund Transfer from Lifecycle Vehicle Reserve Fund		-			-	-		-		-	
1	-	-	-	-	-	-	-	-	-	-	-
Transfer from Rate Stabilization Reserve Fund Total Reserve Transfers	250,995	-	-	-	-	-	-	-	-	-	250,995
Rate Revenue											
Water Fixed Rate Recovery	1,323,000	1,446,785	1,557,680	1,676,673	1,804,339	1,941,288	2,083,107	2,234,956	2,397,527	2,571,562	19,036,917
Water Variable Rate Recovery	3,503,233	3,310,860	3,383,409	3,457,079	3,531,883	3,607,839	3,678,119	3,749,445	3,821,828	3,895,285	35,938,979
Total Rate Revenue Required for Full Cost Recovery	4,826,233	4,757,644	4,941,089	5,133,753	5,336,222	5,549,127	5,761,226	5,984,401	6,219,356	6,466,847	54,975,896
Total Revenues	5,150,452	4,840,141	5,024,335	5,219,720	5,423,548	5,627,849	5,841,685	6,066,644	6,303,432	6,552,807	56,050,613
* * * *	-,,	,,	.,,	-, -, -, -0	., .,	.,,	.,,	.,,	.,,	.,	,,

¹ Work Orders - Expecting \$40k additional revenue spread over 4 years from Manning Rd subdivision. Thereafter, assume normal levels of roughly \$15k/year.

Water Capital Budget Forecast Inflated \$

DESCRIPTION	TOTAL	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Lifecycle											
Facilities	288,600	154,700				21,600	16,600	95,700			
Vehicles	321,000	90,000	1,300	16,600		78,500	48,600	20,800	13,800	49,800	1,600
Mains											
Willow Court watermain replacement	30,000	30,000									
Kensington Blvd watermain replacement	336,300				20,200	316,100					
Rutland Rd/Essex Rd watermain replacement	233,800					14,100	219,700				
Shawnee/Arbour Phase 2 watermain replacement	182,600		182,600								
Manning/East Townline Drain Relocation Phase 2 (Manning											
watermain replacement)	497,500					20,800	476,700				
Arlington Boulevard (Phase 1) watermain replacement	313,200	5,000		308,200							
Arlington Boulevard (Phase 2) watermain replacement	319,600			5,200	314,400						
Year 2021 + works	1,736,000							421,200	429,600	438,200	447,000
Oldcastle Hamlet											
Burke/Outer/Moro watermain replacement (NTR)	398,000	398,000									
Dumouchelle/Outer watermain replacement (NTR)	192,500	12,000	180,500								
Pulleyblank/Crowder/Moro watermain replac. (NTR)	286,800		17,300	269,500							
Rossi Drive watermain replacement (NTR)	234,300			13,800	220,500						
County Rd 11 (Walker Rd) watermain replac. (NTR)	134,900			8,300		126,600					
Olympia/Astor/Solar watermain replacement (NTR)	258,100					15,300	242,800				
Delduca Drive watermain replacement (8th Conc)	250,600			14,600		236,000					
Ure Street watermain replacement (8th Conc)	225,000			·		13,000	212,000				
O'Neil Street watermain replacement (8th Conc)	254,500							254,500			
Henin/Moynahan/Regal watermain replac. (8th Conc)	318,200								318,200		
County Rd 46/Webster Drive (8th Conc)	798,900									798,900	
8th Concession south of tracks to NTR (8th Conc)	361,000									,	361,000
Other Capital											
Rate Study	49,100	15,000				16,200					17,900
Tools/equipment	273,800	25,000	25,500	26,000	26,500	27,100	27,600	28,200	28,700	29,300	29,900
Meter purchases	383,400	150,000	76,500	78,000	10,600	10,800	11,000	11,300	11,500	11,700	12,000
ERT installation	276,500	122,000	76,500	78,000			,	,	,,	/	,
Anode Protection Program	815,100	150,000	76,500	78,000	79,600		82,800	84,500	86,200	87,900	89,600
Banwell watermain ext. (Intersection to S. of tracks)	259,100	,	259,100	,,,,,,	,,,,,		, , , , , ,	,,,,,,,,		,,,,,,	,
Growth (DC Study)											
Water Masterplan update	80,000		40,000					40,000			
8th Conc - SW Tecumseh Trunk watermain (W-12B, 25%)	513,000		.,.,.	30,200		482,800					
W. Tecumseh Trunk Watermain CR22-Intersection (W-1A)	1,524,100			,		,		754,500	769,600		
W. Tecumseh Trunk Watermain Intersection-CP Rail (W-1B)	627,200							,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,	310,500	316,700
TOTAL CAPITAL EXPENDITURES	12,772,700	1,151,700	935,800	926,400	671,800	1,378,900	1,337,800	1,710,700	1,657,600	1,726,300	1,275,700
Capital Financing	, ,	, , , , ,	,	,	. ,	, ,, -		, ,, ,,	,,	, .,	
Provincial/Federal Grants	_							1	1		
Non-Growth Related Debenture Requirements	_							1	1		
Growth Related Debenture Requirements	_										
Transfer from Development Charges Reserve Fund	2,528,423		36,250	24,160		386,240		738,385	716,187	310,500	316,700
Transfer from Watermain Reserve Fund	9,634,677	907,000	898,250	885,640	671,800	892,560	1,272,600	855,815	927,613	1,366,000	957,400
Transfer from Facilities Reserve Fund	288,600	154,700	030,230	303,0 10	0, 1,000	21,600	16,600	95,700	32.,013	_,500,000	337,.30
Transfer from Vehicle Reserve Fund	321,000	90,000	1,300	16,600		78,500	48,600	20,800	13,800	49,800	1,600
Transfer from Rate Stabilization Reserve Fund	-	33,000	1,500	13,000		. 3,300	.5,000	20,000	15,000	.5,000	1,000
TOTAL CAPITAL FINANCING	12,772,700	1,151,700	935,800	926,400	671,800	1,378,900	1,337,800	1,710,700	1,657,600	1,726,300	1,275,700

Water Reserve Funds

Water Development Charges Reserve Fund Continuity

Year	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Opening Balance	(583,346)	(426,721)	(179,845)	84,784	381,044	302,881	615,404	166,476	(263,689)	(285,843)
DC Proceeds	156,625	283,126	288,789	294,565	300,456	306,465	277,150	282,693	288,346	294,113
Transfer to Capital	-	36,250	24,160	=	386,240	-	738,385	716,187	310,500	316,700
Transfer to Operating	-	-	-	-	-	-	-	-	-	-
Net of Transfers	(426,721)	(179,845)	84,784	379,349	295,260	609,346	154,168	(267,019)	(285,843)	(308,430)
Interest	-	-	-	1,696	7,621	6,058	12,308	3,330	-	-
Closing Balance	(426,721)	(179,845)	84,784	381,044	302,881	615,404	166,476	(263,689)	(285,843)	(308,430)

Watermain Reserve Fund Continuity

Year	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Opening Balance	2,963,788	3,482,449	4,185,410	5,024,580	6,188,300	7,255,007	8,061,017	9,408,196	10,826,984	11,962,089
Transfer from Operating	1,617,380	1,531,562	1,641,102	1,735,028	1,835,502	1,933,510	2,041,773	2,158,237	2,284,565	2,421,469
Transfer to Capital	907,000	898,250	885,640	671,800	892,560	1,272,600	855,815	927,613	1,366,000	957,400
Transfer to Operating	250,995	-	=	-	-	=	-	-	-	=
Net of Transfers	3,423,173	4,115,761	4,940,872	6,087,808	7,131,241	7,915,917	9,246,975	10,638,820	11,745,549	13,426,158
Interest	59,276	69,649	83,708	100,492	123,766	145,100	161,220	188,164	216,540	239,242
Closing Balance	3,482,449	4,185,410	5,024,580	6,188,300	7,255,007	8,061,017	9,408,196	10,826,984	11,962,089	13,665,400

Water Facilities Reserve Fund Continuity

Year	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Opening Balance	5,329,796	5,366,692	5,559,026	5,755,207	5,977,311	6,204,257	6,463,742	6,672,317	7,004,763	7,367,859
Transfer from Operating	85,000	85,000	85,000	107,000	129,000	152,000	175,000	199,000	223,000	247,000
Transfer to Capital	154,700	-	=	=	21,600	16,600	95,700	-	=	-
Transfer to Operating	-	-	=	-	-	=	-	-	-	-
Net of Transfers	5,260,096	5,451,692	5,644,026	5,862,207	6,084,711	6,339,657	6,543,042	6,871,317	7,227,763	7,614,859
Interest	106,596	107,334	111,181	115,104	119,546	124,085	129,275	133,446	140,095	147,357
Closing Balance	5,366,692	5,559,026	5,755,207	5,977,311	6,204,257	6,463,742	6,672,317	7,004,763	7,367,859	7,762,216

Water Vehicle Reserve Fund Continuity

Year	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Opening Balance	-	(30,000)	28,100	72,062	133,503	117,673	131,427	173,255	222,920	237,579
Transfer from Operating	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Transfer to Capital	90,000	1,300	16,600	=	78,500	48,600	20,800	13,800	49,800	1,600
Transfer to Operating	-	-	=	=	=	=	=	-	-	=
Net of Transfers	(30,000)	28,700	71,500	132,062	115,003	129,073	170,627	219,455	233,120	295,979
Interest	-	(600)	562	1,441	2,670	2,353	2,629	3,465	4,458	4,752
Closing Balance	(30,000)	28,100	72,062	133,503	117,673	131,427	173,255	222,920	237,579	300,730

Water Rate Stabilization Reserve Fund Continuity

Year	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Opening Balance	423,565	462,037	501,277	541,303	582,129	623,771	666,247	709,572	753,763	798,839
Transfer from Operating	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Transfer to Capital	-	-	-	-	-	-	-	-	-	-
Transfer to Operating	-	-	-	-	-	-	-	-	-	-
Net of Transfers	453,565	492,037	531,277	571,303	612,129	653,771	696,247	739,572	783,763	828,839
Interest	8,471	9,241	10,026	10,826	11,643	12,475	13,325	14,191	15,075	15,977
Closing Balance	462,037	501,277	541,303	582,129	623,771	666,247	709,572	753,763	798,839	844,815