

# **Annual Report**

**(For Class C and D Water Utilities)**

**Of**

**(Exact legal name of Respondent)**

**(Address of Respondent)**

**TO THE**

**NEW MEXICO**

**PUBLIC REGULATION COMMISSION**

**FOR THE**

**YEAR ENDED DECEMBER 31, 20\_\_**

**ANNUAL REPORT**  
 For Year Ended December 31, 20\_\_  
 Company Information

1. Trade name used for utility business \_\_\_\_\_
2. Name of owner (if different from trade name) \_\_\_\_\_
3. Business mailing address \_\_\_\_\_  
 City and State \_\_\_\_\_
4. Business street address (if different from mailing address) \_\_\_\_\_
5. Business telephone number \_\_\_\_\_
6. If corporation, list names of officers:  
 President \_\_\_\_\_ Vice President \_\_\_\_\_  
 Secretary \_\_\_\_\_ Treasurer \_\_\_\_\_  
 Three (3) largest stockholders, and percent of voting shares held by each:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
7. In what state is firm incorporated? \_\_\_\_\_  
 In what year was firm incorporated? \_\_\_\_\_
8. If partnership, list the owners and percent of ownership held by each: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
9. Total Number of customers existing water system can adequately service: \_\_\_\_\_  
 \_\_\_\_\_

**Persons To Contact**

	Name	Address	Telephone
General Manager	_____	_____	_____
Complaint/Billing	_____	_____	_____
Engineering	_____	_____	_____
Emergency Service	_____	_____	_____
Accounting	_____	_____	_____

**SERVICE AREA INFORMATION**

Fill in one column for each subdivision or service area.  
 (Note: If more columns are needed for additional subdivisions or service areas, attach supplementary sheets)

	(1)	(2)	(3)	(4)
1. Name of Subdivision or Service area	_____	_____	_____	_____
2. County or Counties	_____	_____	_____	_____
3. If water is purchased list from whom	_____	_____	_____	_____
4. Source of water supply (wells, etc.)	_____	_____	_____	_____
5. Number of wells in service	_____	_____	_____	_____
6. Pumping capacity of each well & booster pump station in service (gpm)	_____	_____	_____	_____
7. Type of Storage (reservoir, tank, etc.)	_____	_____	_____	_____
8. Total Storage Capacity (gallons)	_____	_____	_____	_____
9. Type of Water Treatment (chlorine, etc.)	_____	_____	_____	_____
10. Number of Fire Hydrants Installed	_____	_____	_____	_____
11. Annual Total well production	_____	_____	_____	_____
12. Annual Sales to System (Gallons)	_____	_____	_____	_____
13. Estimated System Losses (Gallons) (Line 11 minus Line 12)	_____	_____	_____	_____

(Note: Conversion factor from cubic feet to gallons: 1 cubic foot = 7.48 gallons)

**FINANCIAL DATA**

	Source & Term of Loan (Acct. 224)	Intended Purpose of Loan	Original Amount Borrowed	Date of Amount Borrowed	Interest Rate	12/31/20__ Balance
1.	_____	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____	_____

**Other Financial Data**

Stock Issued (Acct. 201)	\$ _____
Accumulated Earnings (Acct. 215)	\$ _____
Notes Payable (Acct. 231, 233)	\$ _____
Accounts Payable (Acct. 232, 234)	\$ _____
Customer deposits on hand (Acct. 235)	\$ _____
Other assets or Liabilities (see note below)	\$ _____

**ORIGINAL COST OF PLANT**

Note: List total original cost to construct and establish system, whether or not paid for by present owner.

**Water Plant**

1. Land and rights of way (Acct. 310)	\$ _____
2. Structures and site improvements (Acct. 311)	\$ _____
3. Wells & springs (Acct. 312, 314, 317)	\$ _____
4. Pumping equipment (Acct. 325, 328)	\$ _____
5. Water treatment equipment (Acct. 332)	\$ _____
6. Storage tanks (Acct. 342)	\$ _____
7. Water mains (including valves, etc.) (Acct. 343)	\$ _____
8. Meters (including spare meters) (Acct. 346, 347)	\$ _____
9. Services (Acct. 345)	\$ _____
10. Office Furniture and equipment (Acct. 391)	\$ _____
11. Transportation equipment (Acct. 392)	\$ _____
12. Other water plant (see note below) (Acct. 393, 394, 395, 396, 397, 398, 399)	\$ _____
13. Total water plant (lines 1 through 12)	\$ _____
14. Less accumulated depreciation (Acct. 110) (See Schedule A, Line 14, Col. 8)	\$ _____
15. Less accumulated tap fees and other contributions (Acct. 271)	\$ _____
16. Less customer advances (Acct. 252)	\$ _____
17. Less accumulated deferred investment tax credits (Acct. 253, 255)	\$ _____
18. Less accumulated deferred income taxes (Acct. 283)	\$ _____
19. Cash on hand (Acct. 131, 132)	\$ _____
20. Accounts receivable (Acct. 142, 143, 144, 146)	\$ _____
21. Other assets (see note below) (Acct. 104, 105, 106, 107, 121, 124, 125, 150, 166, 170)	\$ _____
22. Net investment in plant (line; 13 minus 14, 15, 16, 17, 18: plus 19, 20 & 21)	\$ _____

NOTE: Attach Schedules and Describe by Account Number

Annual Report For Year Ended December 31, 20\_\_

**Revenues and Sales**

	Volume Sold (Gallons)	No. Customers (End of Year)	Revenues
1. Unmetered Sales (Acct. 460)	_____	_____	\$ _____
2. Metered Sales (Acct. 461)	_____	_____	\$ _____
3. Other Revenues (Acct. 413, 414, 464, 471, 472, 474) (See note below)	_____	_____	\$ _____
4. Total Revenues (Lines 1 through 3)			\$ _____

**Expenses**

5. Electric power, fuel for pumping, purchased water (Acct. 622, 601)		\$ _____
6. Chemicals for treatment (Acct. 631)		\$ _____
7. Transportation expenses (Acct. 933)		\$ _____
8a. Salaries paid to owner (Acct. 920.1)		\$ _____
8b. Salaries paid to other employees (Acct. 920.2)		\$ _____
9. Administrative and office expenses (except salaries) (Acct. 921)		\$ _____
10. Maintenance and repair expenses (except salaries) (Acct. 922)		\$ _____
11. Annual depreciation (Acct. 403), (See Schedule A, Line 13, Column 3)		\$ _____
12. Other taxes (property, franchise, etc.) (Acct. 408)		\$ _____
13. Taxes: Income Tax (Acct. 409)		\$ _____
a. Federal		
b. State		
Adjustment for Investment Tax Credits (Acct. 412)		\$ _____
Adjustment for Deferred Income Taxes (Acct. 410)		\$ _____
14. Other Expenses (Acct. 923, 924, 926, 928, 930) (See note below)		\$ _____
15. <u>Total Expenses</u> (Lines 5 through 14)		\$ _____
16. Gross Income or return (Line 4 minus Line 15)		\$ _____
17. Interest on debt during year (Acct. 427, 431)		\$ _____
18. <u>Net Earnings (Income)</u> (Line 16 minus Line 17)		\$ _____
19. Adjustments to earnings (Acct. 438, 439)		\$ _____
20. Balance transferred to retained Earnings (Acct. 216)		\$ _____

NOTE: Attach Schedules and describe.

**CERTIFICATION**

I hereby certify that the information contained in this Annual Report  
is true to the best of my knowledge and belief.

\_\_\_\_\_  
Signature\_\_\_\_\_  
Date

**SCHEDULE A**

1 PLANT ITEM	2 ORIGINAL COST OF PLANT DESCRIPTION	3 ORIGINAL COST OF WATER PLANT IN-SERVICE AT END OF PREVIOUS YEAR LESS CONTRIBUTIONS	4 ADDITIONS MADE DURING PRESENT YEAR LESS CONTRIBUTIONS	5 PLANT ITEMS RETIRED DURING PRESENT YEAR LESS CONTRIBUTIONS	6 NET PLANT IN-SERVICE  3 + 4 - 5	7 DEPRECIATION RATE *  	8 ANNUAL DEPRECIATION EXPENSES 6 x 7
1.	Land & Rights of Way					- 0 -	- 0 -
2.	Structures & Site Improvements					.025	
3.	Wells					.035	
4.	Pumping Equipment					.050	
5.	Water Treatment Equipment					.040	
6.	Storage Tanks					.030	
7.	Water Mains (Including Valves, etc.)					.020	
8.	Meters (Including Spare Meters)					.025	
9.	Services					.025	
10.	Office Furniture & Equipment					.045	
11.	Transportation Equipment					.120	
12.	Other Water Plant (If Any)					.040	
13.	TOTALS						
14.	Line 14 (Accumulated Depreciation) From Previous Year: Minus Column 5 Total: Plus Column 8 Total  Accumulated Depreciation						Enter on page 4, Line 11

\* Assigned depreciation rates must be applied to each respective plant item as shown unless otherwise justified ( Example: Sometimes meters have shorter life spans due to sandy conditions and therefore higher depreciation rates.)

Enter on page  
3, Line 14

Plant Item

Alternative Rate to be Applied

Justification (Reason for Doing So)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

New Mexico Jurisdictional Information  
 Year Ending December 31, 20\_\_

Water Company Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Person Completing Form \_\_\_\_\_

Customer Class	Residential	Other	Total
Number of Customers			
Gallon Sales (Thousands)			
Gross Revenues			
Avg. Annual Gallons Per Customer (1)			
Avg. Annual Bill per Customer (2)			
Avg. Monthly Bill per Customer (3)			
Avg. Gross Revenue per Gal. sold (4)			

Directions for the completion of (1), (2), (3), (4):

- (1) Divide gallon sales by number of customers,
- (2) Divide gross revenues by number of customers,
- (3) Divide (2) by 12 months,
- (4) Divide gross revenues by gallon sales.