

SAUGUS FINANCE COMMITTEE

SUBCOMMITTEE MEETING - STEADY STATE ANALYSIS

WEDNESDAY JANUARY 10, 2017 - 6:30 pm

LOCATION TOWN HALL

MEETING AGENDA

Steady State Analysis

Processing and presentation

Task: Forecast three (3) years based on five 5 years of historical data assuming no major events (business as usual).

- **Update on Data Collection Efforts:**

- **Update on Presentation Profile and Deliverables**

A. Collect Data – Dump five years of historical data into an Access Database.

Chart of Accounts- list of object account numbers with titles/list of location account numbers with titles. We need these electronically (Excel if possible we can work a text or Pdf if necessary).

Historical raw data. – list of \$\$ by object and location accounts. 4 years would be good/ five years better. Think budget book but the data not the spreadsheet.

B. Profile Data - Slice and dice data to find historical trends.

Group accounts and location accounts to find compounded run rates.

Find a revenue pattern in the historical data.

C. Known key events – Find known events that may have influenced historical data.

Find known future key events. (Contracts signed,,etc)

D. Based on the historical profile and known events. - Run first pass on out years; three years into
Into the future.

Determine risk (sensitivity analysis)

E. Present (3) three scenario's asmostly likely/minimum (pessimistic)/maximum(optimistic)