



MEETING POSTING

TOWN OF SAUGUS

Pursuant to MGL Chapter 30A, § 18-25

All meeting **notices and agenda** must be filed and time stamped with the Town Clerk's Office and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)



Committee/Board/s

Finance Committee Subcommittee /Steady State Analysis

Day, Date, and Time

Wednesday October 26th, 2016 6:30PM

Location / Address

Town Hall 1st Floor Conference Room

Signature of Chair or Authorized Person

Theresa Peznola

WARNING:

IF THERE IS NO QUORUM OF MEMBERS PRESENT, OR IF MEETING POSTING IS NOT IN COMPLIANCE WITH THE OML STATUTE, NO MEETING MAY BE HELD!

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).

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

We need.....

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 the future.

Determine risk (sensitivity analysis)

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

