

**FLORIDA PUBLIC SERVICE COMMISSION
AUDIT DOCUMENT/RECORD REQUEST
NOTICE OF INTENT**

TO: Jared Deason

UTILITY: Utilities, Inc.

AUDIT MANAGER: Donna Brown

PREPARED BY: Joan Hudson 850-413-6904
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REQUEST NUMBER: Affiliate 28

DATE OF REQUEST: 11/14/2016

AUDIT PURPOSE: Affiliate Transactions; Docket No. 160101-WS

REQUEST THE FOLLOWING ITEM(S) BE PROVIDED BY: 11/16/2016

REFERENCE RULE 25-22.006, F.A.C., THIS REQUEST IS MADE: 9 INCIDENT TO AN INQUIRY
x OUTSIDE OF AN INQUIRY

ITEM DESCRIPTION:

1. This is a follow-up to DR #s 4. Please provide a comprehensive schedule in Excel format that shows the calculation of the salaries, payroll taxes, and benefits reflected in the MFRs.

Response: See attached Documentation

2. For Florida operations, the Financial Analyst and Operator positions are vacant per the company organizational chart. Are there plans to fill these positions in the future? If yes, are the amounts already included in the MFR? If so, please highlight the amounts in the comprehensive schedule requested above.

Response: We are recruiting operators to fill the operator vacancies shown on the org chart. The salary & benefits expense is included in the MFRs reflecting the annualizing of the vacancy amount evident in the TY actuals plus 0.75% to annualize the increase that occurred on 4/1/15 plus 3% for the 2016 base adjustment to give a trued up annualized amount going forward.

Starting in 2017, Jared Deason will be taking over the vacant Senior Financial Analyst position left vacant by the departure of Christie Kincaid. Additionally, Lisa August, who has been working as a temporary employee, will begin working full-time as a Financial Analyst II. As a result, all Financial Analyst positions will be filled and no adjustments will be necessary for the MFRs.

TO: AUDIT MANAGER

DATE 12-1-2016

THE REQUESTED RECORD OR DOCUMENTATION:

- (1) 9 HAS BEEN PROVIDED TODAY
- (2) 9 CANNOT BE PROVIDED BY THE REQUESTED DATE BUT WILL BE MADE AVAILABLE BY: _____
- (3) 9 AND IN MY OPINION, ITEM(S) _____ IS (ARE) PROPRIETARY AND CONFIDENTIAL BUSINESS INFORMATION AS DEFINED IN 364.183, 366.093, OR 367.156, F.S. TO MAINTAIN CONTINUED CONFIDENTIAL HANDLING OF THIS MATERIAL. THE UTILITY OR OTHER PERSON MUST, WITHIN 21 DAYS AFTER THE AUDIT EXIT CONFERENCE, FILE A REQUEST FOR CONFIDENTIAL CLASSIFICATION WITH THE OFFICE OF THE COMMISSION CLERK. REFER TO RULE 25-22.006, F.A.C.
- (4) 9 THE ITEM WILL NOT BE PROVIDED. (SEE ATTACHED MEMORANDUM)


(SIGNATURE AND TITLE OF RESPONDENT)

Distribution: Original: Utility (for completion and return to Auditor) Copy: Audit File