

State of Florida



Public Service Commission

CAPITAL CIRCLE OFFICE CENTER • 2540 SHUMARD OAK BOULEVARD
TALLAHASSEE, FLORIDA 32399-0850

-M-E-M-O-R-A-N-D-U-M-

DATE: April 9, 2010
TO: Ann Cole, Commission Clerk - PSC, Office of Commission Clerk
FROM: Lisa Ray, Staff Assistant, Division of Economic Regulation *LR*
RE: Docket No. 090392-WS, Application for increase in water and wastewater rates in Lake County by Utilities Inc. of Pennbrooke

Attached is an audio CD of the customer meeting held on February 24, 2010 for the above docket. Please place this in the docket file.

Thank you.

RECEIVED-FPSC
 10 APR -9 PM 3:04
 COMMISSION
 CLERK

COM _____
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 OPC _____
 CLK *Kim P. + CD*

DOCUMENT NUMBER-DATE
 02691 APR-9 2
 FPSC-COMMISSION CLERK

State of Florida



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TALLAHASSEE, FLORIDA 32399-0850

-M-E-M-O-R-A-N-D-U-M-

DATE: April 12, 2011
TO: Docket Number 090392-WS
FROM: Ann Cole, Commission Clerk, Office of Commission Clerk *AC*
RE: Memorandum to File for Clarification of Records

This memorandum is to clarify the record regarding Docket Number 090392-WS, Document Number 02691-10. The audio CD recording provided by the Division of Economic Regulation on April 9, 2010, of the customer meeting held on February 24, 2010, has been placed in the audio repository records of the Office of Commission Clerk. Once this audio CD has met its retention schedule of 10 years, it will be disposed of in accordance with Rule 1B-24, Florida Administrative Code, Chapter 257, Florida Statutes, and the Florida Public Service Commission's retention schedule, identified below:

Minutes: Other Meetings

GS1-SL, Item 33

This record series consists of minutes and all supporting documentation from meetings which are not official meetings as defined in s. 286.011(1), F.S. *These records may have archival value.*

Includes non-transcribed Customer Meetings and Staff Workshop tapes and CDs.

These records are kept with the Office of Commission Clerk's audio repository records for 10 years.

RETENTION: 1 anniversary year after date of meeting.