

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

June 13, 1996

TO: DIRECTOR, DIVISION OF RECORDS AND REPORTING (BAYO)

FROM: DIVISION OF AUDITING & FINANCIAL ANALYSIS (ROMIG) *sk DM*
DIVISION OF LEGAL SERVICES (JOHNSON) *WJ RUE*

RE: DOCKET NO. 960727-GU - WEST FLORIDA NATURAL GAS COMPANY
REQUEST FOR EXTENSION OF TIME UNTIL JUNE 30, 1996 TO FILE
THE 1995 ANNUAL REPORT REQUIRED BY RULE 25-7.135, F.A.C.,
BY WEST FLORIDA NATURAL GAS COMPANY

AGENDA: 06/25/95 - REGULAR AGENDA - INTERESTED PERSONS MAY
PARTICIPATE

CRITICAL DATES: NONE

SPECIAL INSTRUCTIONS: S:\PSC\AFA\WP\960727.RCM
ATTACHMENT NOT AVAILABLE

DISCUSSION OF ISSUES

ISSUE 1: Should West Florida Natural Gas Company's (West Florida) request for an extension of time, until June 30, 1996, to file its Annual Report be granted?

RECOMMENDATION: Yes. The request should be granted. (ROMIG)

STAFF ANALYSIS: On June 12, 1996, West Florida requested an extension of time, until June 30, 1996, to file the FPSC Annual Report (Attachment). Rule 25-7.135 Florida Administrative Code, requires investor-owned natural gas utilities to file their annual reports by April 30 of each year. Mr. Jeff Householder, Vice President of West Florida, states that its request is due to the recent high staff turnover in its Accounting Department. The Accounting Director position has been filled by the company and is actively recruiting replacements for a staff accountant and two clerical positions. Based on the above information, Staff believes that West Florida's request is reasonable and recommends that the request be granted.

DOCUMENT NUMBER-DATE

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FPSC-RECORDS/REPORTING

DOCKET NO. 960727-GU
DATE: June 13, 1996

ISSUE 2: Should this docket be closed?

RECOMMENDATION: Yes. (ROMIG, JOHNSON)

STAFF ANALYSIS: If no motion for reconsideration or notice of appeal is filed, this docket should be closed.

DOCKET NO. 960727-GU
DATE: JUNE 13, 1996

ATTACHMENT
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JUN-12-86 14.16 FROM WEST FLORIDA NATURAL GAS

ID.804 872 6100

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West Florida Natural Gas Co.

"energy for all seasons"

J.E. McIntyre
President

Call Box 1460
301 Maple Avenue
Panama City, FL 32402
(904) 872-6100

June 12, 1996

Mr. Tim Devlin
Director of Auditing and Financial Analysis
Florida Public Service Commission
2540 Shumard Oak Blvd.
Tallahassee, FL 32399-0850

Dear Mr. Devlin:

As you know, West Florida Natural Gas Company has recently experienced an unusually high staff turnover rate in our Accounting Department. The Accounting Director position has been filled, and we are actively recruiting replacements for our staff accountant and two clerk positions. We have been able to keep the basic accounting functions more or less up to date, however, we have fallen behind in several of our reporting obligations. Of primary concern are the quarterly earnings surveillance report and the annual FERC Form 2 report.

Today, I submitted the third quarter surveillance report by fax transmission to Lee Romig. We are currently working to complete the Annual Report. At this time we believe that the Annual Report will be forwarded to your office no later than the end of this month. Please consider this letter our request for an extension until June 30, 1996. Hopefully, we will deliver the report before that date.

I apologize for the delay in meeting our reporting obligations. I assure you that we are working diligently to complete the report. In addition we are taking the appropriate steps to rebuild and reorganize our accounting staff to ensure that we do not experience this problem again. Thank you for your assistance.

Sincerely,


Jeff Householder
Vice President