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DIVISION OF WATER & WASTEWATER
DANIEL M. HOPPE, DIRECTOR
(850) 413-6900

Public Service Commission

April 26, 2000

Mr. Anthony Staiano, President
Park Water Company
25 First Avenue North
Lake Wales, Florida 33853

Re: Docket No. 991627-WU - Application of Park Water Company, Inc. For an Increase in Water Rates and Charges in Polk County

Dear Mr. Staiano:

As you are aware, the minimum filing requirements for the above rate case are now complete, and the official date of filing for the above case was established as April 19, 2000. In order to comply with Rule 25-22.0407, Florida Administrative Code, the following items now need to be completed by the utility:

- 1) Within 30 days of the official filing date, the utility must make a copy of its petition and minimum filing requirements available for public inspection at its office during normal business hours;
- 2) Within 30 days of the official filing date, the utility must make a copy of its rate case synopsis available for public inspection at its office during normal business hours;
- 3) Within 30 days of the official filing date, the utility shall mail a copy of its rate case synopsis to the chief executive officer of the governing body of each municipality and county within the service areas included in the rate request;
- 4) Within 50 days of the official filing date, the utility shall provide, in writing, an initial customer notice to all customers within the service areas included in the rate request and to all persons in the same areas who have filed a written request for service or who have been provided a written estimate for service within the 12 calendar months prior to the month the petition was filed;
- 5) No less than 14 days and no more than 30 days prior to the 6/15/00 customer meeting, the utility shall provide written notice of the date, time, location, and purpose of the service hearing to all customers within service areas included in the rate request;

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6) The rate case synopsis, initial customer notice, and customer meeting notice must all be approved by commission staff prior to distribution.

The initial customer notice and customer meeting notice can be mailed together in the same envelope provided they are mailed between May 15th and May 18th to meet the requirements of Rule 25-22.0407, Florida Administrative Code, and provided they are bound or stapled separately in the envelope. Be sure to keep good records of the costs of rate case expense including the postage necessary for the mailings.

A copy of Rule 25-22.0407, Florida Administrative Code, is enclosed, along with samples of an initial customer notice, customer meeting notice, and rate case synopsis. Once complete, the utility should forward the notices and synopsis to Mr. Marshall Willis for staff approval. If you have any questions, please don't hesitate to contact me at (850) 413-6974.

Sincerely,



Robert J. Casey
Professional Accountant Specialist

RIC
Enclosures (4)

cc: Division of Water and Wastewater (Hoppe, Willis, Rendell, Crouch, Ted Davis, Golden, Rieger, C. Williams)
Division of Legal Services (VanLeuven)
Division of Records and Reporting (991627-WU)