

ORIGINAL Hublic Service Commission PPSC

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> -M-E-M-O-R-A-N-D-U-M- COMMISSION CLERK

DATE: January 7, 2005

TO: All Parties of Record

FROM: Adrienne E. Vining, Senior Attorney, Office of the General Counsel AEV

RE: Docket No. 041414-EI – Petition for Approval of Long Term Fuel Supply and Transportation Contracts for Hines Unit 4 and Additional System Supply and Transportation, by Progress Energy Florida, Inc.

VIA ELECTRONIC MAIL

FPSC-COMMISSION CLERK

Please note that the Commission Staff will conduct an informal meeting with Progress Energy Florida, Inc. (PEF) in the above-referenced docket at the following time and place :

10:00 a.m., Monday, January 10, 2005 Florida Public Service Commission Room 362, Gerald Gunter Building 2540 Shumard Oak Boulevard Tallahassee, Florida

The purpose of this meeting is to discuss the schedule for the processing of PEF's petition. All parties are encouraged to attend. Parties wishing to participate by phone should call (850) 921-6623 or Suncom 291-6623 at the start time for this meeting.

If you have any questions concerning this meeting, please call me at (850) 413-6183.

CMP AEV/jb COM CTR cc. **Division of Economic Regulation** Division of Competitive Markets & Enforcement ECR GCL 1:/2004/041414m1.aev.doc OPC MMS RCA SCR SEC DOCUMENT NUMBER - DATE OTH 00279 JAN 108