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MARSHALL WILLIS, DIRECTOR
DIVISION OF ECONOMIC REGULATION
(850) 413-6900

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Public Service Commission

September 3, 2010

Mr. Stan Shirah
Tymber Creek Utilities, Incorporated
1951 W. Granada Blvd.
Ormond Beach, Florida 32174

Re: Docket No. 100359-WS; Application for staff-assisted rate case in Volusia County by Tymber Creek Utilities, Incorporated.

Dear Mr. Shirah:

This letter is to confirm my telephone conversation with you regarding my planned engineering field investigation on October 7, 2010. In order to ensure fast, expedient treatment of your rate case, please have the following information for the period of January 1, 2009 to December 31, 2009 (test year) ready and available for my review.

1. A list of all employees, their duties and responsibilities, and salary.
2. A copy of all utility related electricity bills. The bills should include meter numbers, location of meters, kilowatts used, and the total cost.
3. A copy of all bills for chemicals used in the treatment of water and wastewater. The bills should include the type and amount of chemicals purchased and the total cost.
4. A copy of all bills for purchased parts, materials, and supplies used in the operation and maintenance of the water and wastewater systems.
5. A copy of all bills for removal of sludge if such work is performed by persons other than owners, stockholders, and employees of the utility. The bills should include the amount of sludge hauled and the total cost.
6. A copy of all bills for contractual services and a copy of the contract with an explanation of the type of work performed and its associated cost. Please explain why the contractual professional services in 2007 was \$14,085, but in 2008 it was \$511, and in 2009 it was \$4,172.
7. A copy of all Department of Environmental Protection (DEP) permits.
8. A copy of all correspondence, inspection reports, notices of violation, or consent orders from DEP or the Volusia County Health Department in the past three years.

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9. A copy of all Discharge Monitoring Reports filed with the DEP from January, 2009 through August, 2010.
10. A copy of all Monthly Operating Reports filed with the Volusia County Health Department from January, 2009 through August, 2010.
11. A schedule showing the amount of water sold each month from January, 2009 through August, 2010.
12. A list of all commercial customers?
13. A list of all unmetered customers, if applicable.
14. A list of all customer complaints received during the past three years and an explanation of how each was resolved.
15. A detailed description of all assets (land, treatment facilities, pumps, storage tanks, water distribution system, collection systems, and lift stations) owned by the utility.
16. A map showing the location and size of the water distribution system throughout the service area.
17. A map showing the location and size of the wastewater collection system throughout the service area.
18. A description of any plant additions or repairs that have been made in the past year, along with the cost and reason for the addition or repair.
19. A description of any plant additions or repairs that are expected to be made in the next year, along with the estimated cost and reason for the addition or repair.

On October 7, 2010, I will inspect the water and wastewater treatment plants, the water distribution system, the collection system, and the general service area. Please have someone (lead operator, chief maintenance person, or an assigned person with access to the plant) available for this tour. If you have any questions, do not hesitate to call me at (850) 413-7001.

Sincerely,



Robert Simpson
Engineering Specialist
Bureau of Certification, Economics & Tariffs

RS:lr

cc: Division of Economic Regulation (Smith, Hudson, Fletcher, Maurey, Daniel)
Office of General Counsel (Brown, Harris)
Office of Commission Clerk (Docket No. 100359-WS)