

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-**

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**DATE:** January 22, 2016

**TO:** Carlotta S. Stauffer, Commission Clerk, Office of Commission Clerk

**FROM:** Adam R. Hill, Engineering Specialist II, Division of Engineering 

**RE:** Docket No. 150149-WS - Application for staff-assisted rate case in Glades and Highlands Counties by Silver Lake Utilities, Inc.

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Please place the attached letter from Adam Hill to Chris Shoemaker, providing information for the customer notice, in the docket file.

COMMISSIONERS:  
JULIE I. BROWN, CHAIRMAN  
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STATE OF FLORIDA



DIVISION OF ENGINEERING  
TOM BALLINGER  
DIRECTOR  
(850) 413-6910

# Public Service Commission

January 22, 2016

Silver Lake Utilities, Inc.  
Mr. Chris Shoemaker  
106 S.W. County Road 721  
Okeechobee FL, 34974-8613  
Chris.Shoemaker@LykesRanch.com

VIA ELECTRONIC MAIL

**Re: Docket No. 150149-WS - Application for staff-assisted rate case in Glades and Highlands Counties by Silver Lake Utilities, Inc.**

Dear Mr. Shoemaker:

This will confirm that Commission staff will hold a customer meeting on Thursday, February 11, 2016, at 3:00 p.m. We ask that, if at all possible, a knowledgeable representative of the Utility attend the meeting in order to answer customer questions. The location of the general meeting will be as follows:

**Thursday, February 11, 2016, at 3:00 P.M**

Brighton Ranch Office  
106 SW County Road 721  
Okeechobee, Florida 34974

As required by Rule 25-22.0407(9)(b), Florida Administrative Code (F.A.C.), the utility must provide, in writing, a customer meeting notice to all customers within its service area no less than 14 days and no more than 30 days prior to the date of a customer meeting. A draft customer meeting notice is attached. Please note the date has been left blank so that you can fill in the date that the notice is sent to the customers. Please furnish me with a copy of the notice, as reproduced at the time it is distributed to your customers, together with a cover letter indicating the exact date(s) on which the notice was mailed or otherwise delivered to the customers.

In addition, attached is a copy of the staff report. Please ensure that a copy of the completed Application for Staff Assistance and the staff report are available for review, pursuant to Rule 25-22.0407(9)(a), F.A.C., by all interested persons at the following location:

Brighton Ranch Office  
106 SW County Road 721  
Okeechobee, Florida 34974

For your convenience, I have also attached a copy of Rule 25-22.0407(9), F.A.C. Should you have any questions about any of the matters contained herein, please do not hesitate to contact me at (850) 413-6425 or Kelley Corbari at (850) 413-6234.

Sincerely,

Adam Hill  
Engineering Specialist II  
Bureau of Reliability and Resource Planning  
Division of Engineering

**Attachments**

- Customer Meeting Notice
- Staff Report

ARH

cc: Office of Commission Clerk (Docket No. 150149-WS)

**Rule 25-22.0407(9), Florida Administrative Code**

(9) When a utility applies for a staff-assisted rate case in accordance with Section 367.0814, Florida Statutes, and Rule 25-30.455, F.A.C., and staff-assistance is granted, the requirements of subsections (2), (3), (4), and (5) of this rule shall not apply.

- (a) Upon receipt of the staff reports, the utility shall place two copies of its application for staff-assistance and the staff reports at any business offices it has in its service area. Such copies shall be available for public inspection during the utility's regular business hours. If the utility does not have a business office in its service area, the utility shall place two copies of its application and the staff reports at the main county library, the local community center or other appropriate location that is within or most convenient to the service area and that is willing to accept and provide public access to the copies.
- (b) No less than 14 days and no more than 30 days prior to the date of a customer meeting conducted by the Commission staff, the utility shall provide, in writing, a customer meeting notice to all customers within its service area and to all persons in the same service 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 is filed.
- (c) The customer meeting notice shall be approved by the Commission staff prior to distribution and shall include the following:
  - 1. The date the notice was issued;
  - 2. The time, date, location, and purpose of the customer meeting;
  - 3. A statement that the utility has applied for a staff-assisted rate case and the general reasons for doing so;
  - 4. A statement of the location where copies of the application and the staff reports are available for public inspection and the times during which inspection may be made;
  - 5. A comparison of current rates and charges and the proposed new rates and charges;
  - 6. The utility's address, telephone number, and business hours;
  - 7. A statement that written comments regarding utility service or the proposed rates and charges should be addressed to the Office of Commission Clerk, 2540 Shumard Oak Boulevard, Tallahassee, Florida 32399-0870, and that such comments should identify the docket number assigned to the proceeding;
  - 8. A statement that complaints regarding service may be made to the Commission's Office of Consumer Assistance & Outreach at the following toll-free number: 1(800) 342-3552.
  - 9. A statement that the Commission will be reviewing the utility's service availability charges in the pending case and that the Commission may adjust those charges.
  - 10. The docket number assigned by the Commission's Office of Commission Clerk.
- (d) The customer meeting notice shall be mailed to the out-of-town address of all customers who have provided the utility with an out-of-town address.
- (e) If the proposed agency action order issued in the case is protested and any hearings are subsequently held, the utility shall give notice in accordance with subsections (6) and (7) above.