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STATE OF FLORIDA



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# Public Service Commission

February 8, 2016

Mr. Michael Smallridge  
East Marion Utilities  
3336 Grand Blvd., Ste. 102  
Holiday, FL 34690

## STAFF'S FIRST DATA REQUEST

**Re: Docket No. 150257-WS- Application for staff-assisted rate case in Marion County, by East Marion Utilities, LLC.**

Dear Mr. Smallridge:

For the engineering portion of this rate case, staff requires several items to be completed prior to our field audit and to ensure fast and expedient treatment of your rate case. Please submit the following information for the period of January 1 to December 31, 2015 (test year), unless another time period is specified, to the Commission Clerk, Office of Commission Clerk, 2540 Shumard Oak Blvd., Tallahassee, FL 32399-0850, by March 11, 2016. Staff will contact you to arrange for a site visit after reviewing the material. On the date selected for the site visit, the staff engineer will inspect the water and wastewater plants, the distribution and collection systems, and the general service areas. Please have someone (lead operator, chief maintenance person, or an assigned person with access to the plant) available for this tour.

1. Purchased Water and/or Wastewater: All utility related bills from the beginning of the test year to present which include meter number and location, gallons used, dollars paid, and the Utility's account numbers.
2. Purchased Power: All utility related electricity bills from the beginning of the test year to present, which include meter number and location, kilowatts used, dollars paid, and the electric company's account numbers.
3. Chemicals: A list of all chemicals used in the treatment of water, amounts purchased, quantity purchased, unit prices paid and dosage rates utilized.
4. Sludge Removal Expenses: Provide a schedule showing the total cost and quantity of removing the sludge, if persons other than owners, stockholders, and employees of the utility perform such work during the test year.
5. Contractual Services – Testing: A list of tests along with costs paid to outside laboratories for testing the water and wastewater treatment during the test year.

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6. Contractual Services – Other: The costs of operation and maintenance work not performed by utility employees with an explanation of the type of work performed. These costs include the operator's fee, mowing and grounds keeping and contracted repair for the water and wastewater systems.
7. Transportation Expenses: A schedule of all vehicles by serial number and description owned or leased by the utility, original cost or lease documents, who the vehicles are assigned to, and an explanation of how they are allocated to the utility, or a copy of the log book showing miles on personal vehicles associated with utility business. All vehicles are to be available for inspection.
8. Copies of your most recent Primary and Secondary Water Quality test results.
9. Copies of monthly operation reports for water and wastewater from January 1 to December 31, 2015, (test year) which includes:

FOR WASTEWATER – Total treated, total wash water, total of each chemical in points, chemical dosage rates (average).

FOR WATER – Total water purchased or pumped, total wash water, total of each chemical in points, chemical dosages rates (average).

10. Copy of monthly totals of metered water sold for each month of the test year.
11. A written summary, by permit number, of all Department of Environmental Protection, Water Management District, and/or County Health Department permits.
12. If any plant addition has been made or will be required due to a written order from a governmental agency, please provide a copy of that order.
13. A list of all service complaints received during the test year and four years prior to the test year. Please include an explanation of how each complaint was resolved.
14. A listing of all assets owned by the utility.

Example: 200' – 8" PVC (Sewer)  
250' – 6" PVC Pipe (Water)  
50' – 6" PVC Fire Hydrants (Water)

15. Number of customers classified as to meter size and class (commercial or residential) for the following points in time:
  - a) A minimum of 4 years prior to the beginning of the test (or calendar last) year.
  - b) The beginning of the last calendar year.
  - c) The end of the last calendar year.
  - d) Present.

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16. Please provide a copy of the Utility's engineering maps for water and wastewater showing location and size of water and wastewater mains throughout the service area and customer location and classification.
17. Please fill out the spreadsheet attached concerning any pro forma items. Please include any bid proposals or estimates for the pro forma items. (Typically, pro forma items will include any work of a major nature on the utility systems completed or planned to be completed within two years of the end of the test year.)

Please contact me by phone at (850) 413-6682 or email [tmatthew@psc.state.fl.us](mailto:tmatthew@psc.state.fl.us) if you have any questions.

Sincerely,



Traci Matthews  
Engineering Specialist  
Division of Engineering

TLM:tj

Enclosure

cc: Office of Commission Clerk (Docket No. 150257-WS)

