

STATE OF FLORIDA



COMMISSIONERS:
JULIE I. BROWN, CHAIRMAN
LISA POLAK EDGAR
ART GRAHAM
RONALD A. BRISÉ
JIMMY PATRONIS

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

Public Service Commission

October 5, 2016

Mr. Brian Altman
Four Lakes Golf Club, Ltd.
500 S. Florida Ave., Suite 700
Lakeland, FL 33801
baltman@centurycompanies.net

STAFF'S FIRST DATA REQUEST VIA EMAIL & US MAIL

Re: Docket No. 160176-WS - Application for staff-assisted rate case in Polk County by Four Lakes Golf Club, Ltd.

Dear Mr. Altman:

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 September 1, 2015, through August 31, 2016, (test year), unless another time period is specified, to the Office of Commission Clerk, 2540 Shumard Oak Blvd., Tallahassee, FL 32399-0850, by November 4, 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. Employees, Salaries and Wages: A list of all employees, their duties and responsibilities, certificates held (if any), and salaries.
2. Purchased Water and Wastewater: All Utility related bills (if any) 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.
3. 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.
4. Chemicals: A list of all chemicals used in the treatment of water and wastewater, amounts purchased, quantity purchased, unit prices paid and dosage rates utilized during the test year.

5. 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.
6. Materials and Supplies: Total cost along with copy of invoices for purchased parts, materials, and supplies used in the operation and maintenance of the water and wastewater system during the test year.
7. Contractual Services – Professional: The cost of accounting, legal, and engineering if such work is not performed by employees of the Utility during the test year.
8. 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.
9. Contractual Services – Other: The costs of operation and maintenance work not performed by Utility employees with an explanation of the type of work performed during the test year. These costs include the operator's fee, mowing and grounds keeping, and contracted repair for the water and wastewater systems.
10. Transportation Expenses: A schedule of all vehicles by serial number and description owned or leased by the Utility, original cost or lease documents, whom 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.
11. Copies of your most recent Primary and Secondary Water Quality test results from the Department of Environmental Protection (DEP).
12. Copies of monthly operation reports for water and wastewater from September 1, 2015, to August 31, 2016, (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).
13. Copy of monthly totals of metered water sold for each month of the test year.
14. A written summary, by permit number, of all DEP, Water Management District, and/or County Health Department permits.
15. 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.

16. 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.
17. 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)
18. Number of customers classified as to meter size and class (commercial or residential) for the following points in time:
 - a) A minimum of four 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.
19. Meter Installation: Please provide information regarding the age of current meters, expected retirement dates of said meters, anticipated rate of meter replacement, estimated cost to replace the meters along with verification as to how that value was obtained, and contractor information and fees.
20. 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.
21. Please fill out the spreadsheet attached concerning any pro forma items. Please include any bid proposals or estimates for the pro forma items.

Please contact me by phone at (850) 413-6592 or by email at tthomps@psc.state.fl.us, if you have any questions.

Sincerely,



Takira Thompson
Engineering Specialist
Division of Engineering

TT:tj

Attachment

cc: Office of Commission Clerk (Docket No. 160176-WS)

