BEFORE THE FLORIDA PUBLIC SERVICE COMMISSION

Notice of DEVELOPMENT OF RULEMAKING

ALL INTERESTED PERSONS

UNDOCKETED

IN RE: PROPOSED AMENDMENT OF WATER AND WASTEWATER RULES

25-30.025, 25-30.4345, 25-30.445, 25-30.446, 25-30.455, 25-30.456, AND 25-30.565, F.A.C., CONCERNING OFFICIAL DATE OF FILING,

APPLICATIONS FOR SERVICE AVAILABILITY POLICY OR CHARGES,

APPLICATIONS FOR ALLOWANCE FOR FUND PRUDENTLY INVESTED,

APPLICATIONS AND NOTICE OF LIMITED PROCEEDINGS,

AND STAFF ASSISTANCE IN RATE CASES AND IN ALTERNATIVE RATE SETTING

ISSUED: April 7, 2021

NOTICE is hereby given pursuant to Section 120.54, Florida Statutes, that the Florida Public Service Commission staff has initiated rulemaking to amend Florida Administrative Code Rules 25-30.025 Official Date of Filing; 25-30.4345 Notice of Requests for New or Revised Service Availability Charges or Policies and Notice of Requests for Allowance for Funds Prudently Invested (AFPI) Charges; 25-30.445 General Information and Instructions Required of Water and Wastewater Utilities in an Application for a Limited Proceeding; 25-30.446 Notice of and Public Information for Application for Limited Proceeding Rate Increase; 25-30.455 Staff Assistance in Rate Cases; 25-30.456 Staff Assistance in Alternative Rate Setting; and 25-30.565 Application for Approval of New or Revised Service Availability Policy or Charges, Florida Administrative Code. The purpose of this rulemaking is to update and clarify rule language; to decrease the number of paper copies required to be filed with the Commission; and to address electronic filing of documents. These amendments would update rule provisions to be consistent with other recently amended water and wastewater rules.

The attached Notice of Development of Rulemaking appeared in the April 7, 2021 edition of the Florida Administrative Register. If requested in writing and not deemed unnecessary by the agency head, a rule development workshop will be scheduled and noticed in the next available Florida Administrative Register. Written requests for a rule development workshop must be submitted to Kathryn G.W. Cowdery, Office of the General Counsel, 2540 Shumard Oak Blvd., Tallahassee, FL 32399-0850 at [kcowdery@psc.state.fl.us](mailto:kcowdery@psc.state.fl.us), by April 21, 2021. A copy of the preliminary draft rules is attached.

By DIRECTION of the Florida Public Service Commission this 7th day of April, 2021.

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| --- | --- |
|  | /s/ Adam J. Teitzman |
|  | ADAM J. TEITZMAN  Commission Clerk |

Florida Public Service Commission

2540 Shumard Oak Boulevard

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Copies furnished: A copy of this document is provided to the parties of record at the time of issuance and, if applicable, interested persons.

KGWC

Notice of Development of Rulemaking

[**PUBLIC SERVICE COMMISSION**](https://www.flrules.org/gateway/department.asp?id=25)

RULE NOS.: RULE TITLES:

25-30.025 Official Date of Filing

25-30.4345 Notice of Requests for New or Revised Service Availability Charges or Policies and Notice of Requests for Allowance for Funds Prudently Invested (AFPI) Charges

25-30.445 General Information and Instructions Required of Water and Wastewater Utilities in an Application for a Limited Proceeding

25-30.446 Notice of and Public Information for Application for Limited Proceeding Rate Increase

25-30.455 Staff Assistance in Rate Cases

25-30.456 Staff Assistance in Alternative Rate Setting

25-30.565 Application for Approval of New or Revised Service Availability Policy or Charges

PURPOSE AND EFFECT: To update and clarify rule language; to decrease the number of paper copies required to be filed with the Commission; and to address electronic filing of documents. The effect is to improve administrative efficiency, decrease regulatory costs, and allow for better comprehension of rule requirements. Rule 25-30.4345 is referenced in Rules 25-30.434 and 25-30.565. Rule 25-30.445 is referenced in Rule 25-30.446. Rule 25-30.446 is referenced in Rules 25-30.444, 25-30.445, and 25-30.4445. Rule 25-30.455 is referenced in Rules 25-22.0407, 25-30.444, 25-30.4445, 25-30.456, 25-30.457, and 25-30.4575. Rule 25-30.456 is referenced in Rule 25-30.457.

Undocketed

SUBJECT AREA TO BE ADDRESSED: These rules apply to water and wastewater utilities regulated by the Florida Public Service Commission and address the official date of filing for minimum filing requirements and applications; notices of requests for new or revised service availability charges or policies and for allowance for funds prudently invested charges; general information required in an application for a limited proceeding; notice of and public information for application for limited proceeding rate increase; staff assistance in rate cases and in alternative rate setting; and application for approval of new or revised service availability policy or charges.

RULEMAKING AUTHORITY: 350.127(2), 367.0814, 367.101, 367.121(1), FS.

LAW IMPLEMENTED: 367.081, 367.0812, 367.0822, 367.083, 367.091, 367.101, 367.111, 367.121(1)(a), 367.145(2), FS.

IF REQUESTED IN WRITING AND NOT DEEMED UNNECESSARY BY THE AGENCY HEAD, A RULE DEVELOPMENT WORKSHOP WILL BE NOTICED IN THE NEXT AVAILABLE FLORIDA ADMINISTRATIVE REGISTER.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE DEVELOPMENT AND A COPY OF THE PRELIMINARY DRAFT, IF AVAILABLE, IS: Kathryn G.W. Cowdery, Florida Public Service Commission, Office of the General Counsel, 2540 Shumard Oak Blvd., Tallahassee, FL 32399-0850, (850)413-6199, kcowdery@psc.state.fl.us.

THE PRELIMINARY TEXT OF THE PROPOSED RULE DEVELOPMENT IS AVAILABLE AT NO CHARGE FROM THE CONTACT PERSON LISTED ABOVE.

**25-30.025 Official Date of Filing.**

(1) The “official date of filing” is the date on which the Director of the division that has been assigned the primary responsibility for the filing ~~Deputy Executive Director, Technica~~l determines the utility has filed completed sets of the minimum filing requirements (MFRs), including testimony that may be required by subsection 25-30.436(2), F.A.C., and payment of the appropriate filing fee to the Office of the Commission Clerk.

(2) The Director of the division that has been assigned the primary responsibility for the filing will ~~Deputy Executive Director, Technical shall~~ determine the official date of filing for any utility’s application and advise the applicant. The Commission will ~~shall~~ resolve any dispute regarding the official date of filing.

*Rulemaking Authority 350.127(2),* *367.121(1) FS. Law Implemented 367.083 FS. History–New 3-26-81, Formerly 25-10.12, 25-10.012, Amended 11-10-86, 11-30-93.*

**25-30.4345 Notice of Applications ~~Requests~~ for New or Revised Service Availability Charges or Policies and Notice of Applications ~~Requests~~ for Allowance for Funds Prudently Invested (AFPI) Charges.**

(1) This rule applies to all applications ~~requests~~ for new or revised service availability charges or policies and to all applications ~~requests~~ for allowance for funds prudently invested (AFPI) charges made by water and wastewater utilities, including those requests made in conjunction with an application ~~a request~~ for a general rate increase.

~~(2) Upon filing an application for new or revised service availability charges or policies or an application for AFPI charges, the utility shall place a copy of the application at its official headquarters and at any business offices it has in the service areas included in the request. 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 a service area included in the request, the utility shall place a copy of the application at the main county library, the local community center or other appropriate location which is within or most convenient to the service area and which is willing to accept and provide public access to said copies. The Commission may require that copies of the application be placed at other specified locations.~~

(2)~~(3)~~(a) Upon filing an application for new or revised service availability charges or policies or an application for AFPI charges, the utility must publish ~~shall have published~~ a notice of application in a newspaper of general circulation in the service areas included in the application ~~petition~~.

(b) Upon filing an application for new or revised service availability charges or policies or an application for AFPI charges, the utility must ~~shall~~ mail or hand deliver a notice of application to all persons in the service areas included in the application 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 application is filed.

(c) The Commission may require such other notice as it finds reasonably necessary.

(d) The notice of application ~~petition~~ must ~~shall~~ include the following:

1. The date the notice was issued;

2. A statement that the utility has filed an application ~~a petition~~ for new or revised service availability charges or policies or AFPI charges with the Commission;

3. A statement that the requested service availability charge or AFPI charge is to pay for growth in the utility system and the requested charges are to be paid by new, not existing customers;

4. A statement that the utility’s application can be accessed on the Commission’s website ~~of the locations where copies of the application are available for public inspection and the times during which inspection may be mad~~e;

5. A comparison of the present and proposed policy and charges;

6. The utility’s address, telephone number and business hours; and

7. A statement that any comments concerning the policy or charges should be addressed to the ~~Director of the~~ Office of Commission Clerk at 2540 Shumard Oak Boulevard, Tallahassee, Florida 32399-0870.

*Rulemaking Authority 350.127(2), 367.121(1)(f) FS. Law Implemented 367.091, 367.101, 367.111, ~~367.091~~ FS. History–New 5-27-93, Formerly 25-22.0408,\_\_\_\_\_\_\_\_\_\_\_\_.*

**25-30.445 General Information and Instructions Required of Water and Wastewater Utilities in an Application for a Limited Proceeding.**

(1) Each applicant for a limited proceeding must ~~shall~~ provide the following general information to the Commission:

(a) The name of the applicant as it appears on the applicant’s certificate and the address of the applicant’s principal place of business.

(b) The type of business organization under which the applicant’s operations are conducted; if the applicant is a corporation, the date of incorporation; the names and addresses of all persons who own 5 percent or more of the applicant’s stock; or the names and addresses of the owners of the business.

(c) The number(s) of the Commission order(s), if any, in which the Commission most recently considered the applicant’s rates for the system(s) involved.

(d) The address within the service area where the application is available for customer inspection during the time the rate application is pending.

(e) A statement signed by an officer of the utility that the utility will comply with the noticing requirements in Rule 25-30.446, F.A.C.

(2) In a limited proceeding application:

(a) Each schedule must ~~shall~~ be cross-referenced to identify related schedules.

(b) Except for handwritten official company records, all data in the petition and application must ~~shall~~ be typed.

(c) The original and three ~~seven~~ copies must ~~shall~~ be filed with the Office of Commission Clerk. The copies must be clearly labeled “COPY.” If the application is e-filed, the utility must provide the required number of paper copies, clearly labeled “COPY,” to the Office of Commission Clerk within seven calendar days after electronic filing,

(3) A filing fee as required in Rule 25-30.020, F.A.C., must ~~shall~~ be submitted at the time of application.

(4) The following minimum filing requirements must ~~shall~~ be filed with the utility’s application for limited proceeding for a Class A or B water or wastewater utility:

(a) A detailed statement of the reason(s) why the limited proceeding has been requested.

(b) If the limited proceeding is being requested to recover costs required by a governmental or regulatory agency, provide the following:

1. A copy of any rule, regulation, order or other regulatory directive that has required or will require the applicant to make the improvement or the investment for which the applicant seeks recovery.

2. An estimate by a professional engineer, or other person, knowledgeable in design and construction of water and wastewater plants, to establish the projected cost of the applicant's investment and the period of time required for completion of construction.

(c) A schedule that provides the specific rate base components for which the utility seeks recovery. Supporting detail must ~~shall~~ be provided for each item requested, including:

1. The actual or projected cost(s),

2. The date the item will be or is projected to be placed in service,

3. Any corresponding adjustments that are required as a result of adding or removing the requested component(s) from rate base, which may include retirement entries; and,

4. Any other relevant supporting information.

(d) If the utility’s application includes a request for recovery of plant in service, accumulated depreciation and depreciation expense, supporting detail must ~~shall~~ be provided by primary account as defined by the NARUC Uniform System of Accounts, in accordance with Rule 25-30.110, F.A.C.

(e) A calculation of the weighted average cost of capital must ~~shall~~ be provided for the most recent 12-month period, using the mid-point of the range of the last authorized rate of return on equity, the current embedded cost of fixed-rate capital, the actual cost of short-term debt, the actual cost of variable-cost debt, and the actual cost of other sources of capital which were used in the last individual rate proceeding of the utility. If the utility does not have an authorized rate of return on equity, the utility must ~~shall~~ use the current leverage formula pursuant to Section 367.081(4)(f), F.S.

(f) If the utility is requesting recovery of operating expenses, the following information must ~~shall~~ be provided:

1. A detailed description of the expense(s) requested,

2. The total cost by primary account pursuant to the NARUC Uniform System of Accounts,

3. Supporting documentation or calculations; and,

4. Any allocations that are made between systems, affiliates or related parties. If allocations are made, submit full detail that shows the total amount allocated, a description of the basis of the allocation methodology, the allocation percentage applied to each allocated cost, and the workpapers supporting the calculation of the allocation percentages.

(g) Calculations for all items that will create cost savings or revenue impacts from the implementation of the requested cost recovery items.

(h) If the utility includes any other items where calculations are required, supporting documentation must ~~shall~~ be filed that reflects the calculations or assumptions made.

(i) A calculation of the revenue increase including regulatory assessment fees and income taxes, if appropriate.

(j) Annualized revenues for the most recent 12-month period using the rates in effect at the time the utility files its application for limited proceeding and a schedule reflecting this calculation by customer class and meter size.

(k) A schedule of current and proposed rates for all classes of customers.

(l) Schedules for the most recent 12-month period showing that, without any increased rates, the utility will earn below its authorized rate of return in accordance with Section 367.082, F.S. The schedules must ~~shall~~ consist of a rate base, net operating income and cost of capital schedule with adjustments to reflect those consistent with the utility’s last rate proceeding.

(m) If the limited proceeding is being requested to change the current rate structure, provide a copy of all workpapers and calculations used to calculate requested rates and allocations between each customer class. The test year must ~~shall~~ be the most recent 12-month period. In addition, the following schedules~~, which are incorporated herein by reference,~~ from Form PSC 1029 (12/20) ~~PSC/AFD 19-W (11/93)~~, entitled “Class A Water and/or Wastewater Utilities Financial, Rate and Engineering Minimum Filing Requirements,” which is incorporated by reference in Rule 25-30.437, F.A.C., must ~~shall~~ be provided:~~. The schedules can be obtained from the Commission’s Division of Accounting and Finance.~~

1. Schedule E-2, entitled “Revenue Schedule at Present and Proposed Rates.~~,~~” ~~is available at~~ [~~http://www.flrules.org/Gateway/reference.asp?No=Ref-08251~~](http://www.flrules.org/Gateway/reference.asp?No=Ref-08251)~~.~~

2. Schedule E-14, entitled “Billing Analysis Schedules.~~,~~” ~~is available at~~ [~~http://www.flrules.org/Gateway/reference.asp?No=Ref-08252~~](http://www.flrules.org/Gateway/reference.asp?No=Ref-08252)~~.~~ Only an original and one copy is ~~two copies are~~ required.

(n) Revised tariff sheets should not be filed with the application.

(o) A water utility’s application for limited proceeding must ~~shall~~ also include:

1. A copy of all customer complaints that the utility has received regarding DEP secondary water quality standards during the past five years; and,

2. A copy of the utility’s most recent secondary water quality standards test results.

(5) In addition to the requirements stated in subsections (1) through (3), the following minimum filing requirements must ~~shall~~ be filed with the utility’s application for limited proceeding for a Class C water or wastewater utility:

(a) A detailed statement of the reason(s) why the limited proceeding has been requested.

(b) If the limited proceeding is being requested to recover costs required by a governmental or regulatory agency, provide a copy of any rule, regulation, order or other regulatory directive that has required or will require the applicant to make the improvement or the investment for which the applicant seeks recovery.

(c) A schedule that provides the specific rate base components for which the utility seeks recovery, if known. Supporting detail must ~~shall~~ be provided for each item requested, including:

1. The actual or projected cost(s),

2. The date the item will be or is projected to be placed in service,

3. Any corresponding adjustments, if known, that are required as a result of adding or removing the requested component(s) from rate base, which may include retirement entries; and,

4. Any other relevant supporting information, if known.

(d) If the utility is requesting recovery of operating expenses, provide an itemized description of the expense(s), including the cost and any available supporting documentation or calculations.

(e) Provide a description of any known items that will create cost savings or revenue impacts from the implementation of the requested cost recovery items.

(f) A calculation of the revenue increase including regulatory assessment fees and income taxes, if applicable.

(g) Annualized revenues for the most recent 12-month period using the rates in effect at the time the utility files its application for limited proceeding and a schedule reflecting this calculation by customer class and meter size.

(h) A Class C water utility’s application for limited proceeding must ~~shall~~ also include:

1. A copy of all customer complaints that the utility has received regarding DEP secondary water quality standards during the past five years; and,

2. A copy of the utility’s most recent secondary water quality standards test results.

(6) A limited proceeding will not be allowed if:  ~~In evaluating whether the utility’s request is improper for a limited proceeding, the Commission will consider factors such as:~~

(a) ~~Whether~~ T~~t~~he utility’s filing includes more than six  ~~4~~  separate projects for which recovery is sought ~~and the requested rate increase exceeds 30 percent~~. Corresponding adjustments for a given project are not subject to the above limitation;

(b) The requested rate increase exceeds 30 percent;

(c)~~(b)~~ ~~Whether~~ T~~t~~he utility has not had a rate case in more than seven years; ~~and the requested rate increase exceeds 30 percent,~~ or

(d)~~(c)~~ ~~Whether~~ T~~t~~he limited proceeding is filed as the result of the complete elimination of either the water or wastewater treatment process ~~and the requested rate increase exceeds 30 percent~~.

(7) The utility must ~~shall~~ provide a statement in its filing to the Commission that ~~which~~ addresses whether the utility’s rate base has declined or whether any expense recovery sought by the utility is offset by customer growth since its most recent rate proceeding or will be offset by future customer growth expected to occur within one year of the date new rates are implemented.

*Rulemaking Authority 350.127(2), 367.121(1)(a) FS. Law Implemented 367.081, 367.0812, 367.0822, 367.121(1)(a), 367.145(2) FS. History–New 3-1-04, Amended 5-30-17,\_\_\_\_\_\_\_\_\_\_\_.*

**25-30.446 Notice of and Public Information for Application for Limited Proceeding Rate Increase.**

(1) This rule applies to all applications ~~requests~~ for limited proceeding rate increases made by a water or wastewater utility.

(2) Upon filing an application ~~a petition~~ for limited proceeding rate increase, the utility must notify s~~hall mail a copy of the petition to~~ the chief executive officer of the governing body of each municipality and county within the service areas included in the rate request that the utility has applied for a limited proceeding rate increase. The notification must clearly identify the Commission-assigned docket number and include ~~Each copy of the petition shall~~ ~~be accompanied by~~ a statement that a copy of the application and M~~m~~inimum F~~f~~iling R~~r~~equirements (MFRs) set forth in Rule 25-30.445, F.A.C., ~~when accepted by the Commission~~ can be accessed on the Commission’s website ~~obtained from the petitioner upon request~~.

~~(3) Within 30 days after the official date of the filing established by the Commission, the utility shall place a copy of the petition and the MFRs at its official headquarters and at all business offices it has in the service areas included in the rate request. 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 a service area included in its rate request, the utility shall place a copy of the petition and the MFRs at the main county library, the local community center or other appropriate location which is within or most convenient to the service area and which is willing to accept and provide public access to the copies. If the Commission determines that these locations will not provide adequate access, the Commission will require that copies of the petition and MFRs be placed at other specified locations.~~

(3)~~(4)~~ Upon filing an application ~~a petition~~ and MFRs for a limited proceeding, the utility shall publish a notice of application in a newspaper of general circulation in the service areas included in the application ~~petition~~.

(4)~~(5)~~(a) Within 50 days after the official date of filing established by the Commission, the utility must ~~shall~~ provide, in writing, an initial customer notice to all customers within the service areas included in the rate request 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.

(b) The initial customer notice must be approved by Commission staff prior to distribution and must ~~shall~~ include the following:

1. The date the notice is to be issued;

2. A statement that the utility has filed a rate request with the Commission and a statement of the general reasons for the request;

3. A statement that ~~of the locations where copies of~~ the MFRs and application ~~petitio~~n are available on the Commission’s website ~~for public inspection and the hours and days when inspection may be made~~;

4. A comparison of current rates and charges and the proposed new rates and charges;

5. The utility’s address, telephone number, and business hours;

6. 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;

7. A statement that complaints regarding service may be made to the Commission’s Office of Consumer Assistance and Outreach at the following toll-free number: 1(800) 342-3552; and

8. The docket number assigned by the Commission’s Office of Commission Clerk.

(c) The initial customer notice must ~~shall~~ be mailed to the out-of-town address of all customers who have provided the utility with an out-of-town address.

(5)~~(6)~~ 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 must ~~shall~~ provide written notice of the date, time, location, and purpose of the customer meeting to all customers within the service areas designated by the Commission staff. The notice must be approved by Commission staff prior to distribution. The notice must ~~shall~~ be mailed to the out-of-town address of all customers who have provided the utility with an out-of-town address.

(6)~~(7)~~ If a proposed agency action order issued in the case is protested and any hearings are subsequently held, the utility must give notice in accordance with subsection (5) above ~~shall give notic~~e ~~no less than 14 days and no more than 30 days prior to the date of each hearing held in or near a utility service area included in the rate request~~. The utility shall also publish ~~have published~~ in a newspaper of general circulation in the area in which such hearing is to be held a display advertisement stating the date, time, location, and purpose of the hearing. The notice must be approved by Commission staff prior to publication.

(7)~~(8)~~ After the Commission issues an order granting or denying a rate change, the utility must ~~shall~~ notify its customers of the order and any revised rates. The customer notification must be first approved by Commission staff and must ~~shall~~ be distributed no later than with the first bill containing any revised rates.

*Rulemaking Authority 350.127(2), 367.121(1)(a) FS. Law Implemented 367.0822, 367.121(1)(a) FS. History–New 3-1-04,\_\_\_\_\_\_\_\_\_\_\_.*

**25-30.455** **Staff Assistance in Rate Cases.**

(1) Water and wastewater utilities whose total gross annual operating revenues are $300,000 or less for water service or $300,000 or less for wastewater service, or $600,000 or less on a combined basis, may file with the Office of Commission Clerk an application ~~petition the Commission~~ for staff assistance in rate applications by submitting a completed staff assisted rate case application. Reasonable and prudent rate case expense is ~~shall be~~ eligible for recovery through the rates developed by staff. Recovery of attorney fees and outside consultant fees related to the rate case is ~~shall be~~ determined based on the requirements set forth in section 367.0814(3), F.S. To be eligible for staff assistance under this rule:

(a) The applicant or utility owner must have at least one year of experience operating the utility for which the rate increase is being requested;

(b) The utility must be in compliance with its annual report filing in accordance with subsection 25-30.110(3), F.A.C.; and

(c) The utility must have paid all required regulatory assessment fees or must be current on any approved regulatory assessment fee payment plan.

~~A utility that chooses not to exercise the option of staff assistance may file for a rate increase under the provisions of rule 25-30.443, F.A.C.~~

(2) The appropriate application form, Commission Form PSC/AFD 2-W (11/86) (Rev. 06/14), entitled “Application for a Staff Assisted Rate Case,” is incorporated into this rule by reference and is available at: <http://www.flrules.org/Gateway/reference.asp?No=Ref-04415>. The form is also available on the Commission’s website, [www.floridapsc.com](http://www.floridapsc.com).  ~~may also be obtained from the Commission’s Division of Accounting and Finance, 2540 Shumard Oak Boulevard, Tallahassee, Florida 32399-0850.~~

(3) Upon completion of the form, the applicant shall file it with the Office of Commission Clerk, Florida Public Service Commission, 2540 Shumard Oak Boulevard, Tallahassee, Florida 32399-0870.

(4)(a) Within 30 days of receipt of the completed application, the Commission will evaluate the application and determine the applicant’s eligibility for staff assistance.

(b)~~(a)~~ If the Commission has received four or more applications in the previous 30 days; or, if the Commission has 20 or more docketed staff assisted rate cases in active status on the date the application is received, the Commission will deny initial evaluation of an application for staff assistance and close the docket. When an application is denied under the provisions of this paragraph, the Commission staff will notify the applicant of the date on which the application may be resubmitted.

(c)~~(b)~~ Initially, determinations of eligibility will be conditional, pending an examination of the condition of the applicant’s books and records.

(5) Upon making its final determination of eligibility, the Commission staff will notify the applicant in writing as to whether the application is officially accepted or denied. If the application is accepted, a staff assisted rate case will be initiated. If the application is denied, the notification of application denial will state the deficiencies in the application ~~with reference to the criteria set out in subsection (7) of this rule~~.

(6) The date of Commission staff’s written notification to the utility that the utility is eligible for staff assistance under this rule will be considered the date of official acceptance by the Commission of the application. The official date of filing is ~~will be~~ 30 days after the official acceptance by the Commission staff of the application. ~~date of the written notification to the applicant of the Commission’s official acceptance of the application~~.

~~(7) In determining whether to grant or deny the application, the Commission will consider the following criteria:~~

~~(a) Whether the applicant qualifies for staff assistance pursuant to subsection (1) of this rule;~~

~~(b) Whether the applicant’s books and records are organized consistent with rule 25-30.110, F.A.C., so as to allow Commission personnel to verify costs and other relevant factors within the 30-day time frame set out in this rule;~~

~~(c) Whether the applicant has filed annual reports;~~

~~(d) Whether the applicant has paid applicable regulatory assessment fees;~~

~~(e) Whether the applicant has at least one year of experience in utility operation;~~

~~(f) Whether the applicant has filed additional relevant information in support of eligibility, together with reasons why the information should be considered; and,~~

~~(g) Whether the utility was granted a rate case increase within the 2-year period prior to the receipt of the application under review.~~

(7)~~(8)~~ The ~~Commission will deny the~~ application is deemed denied if the utility does not remit the filing fee, as provided by paragraph 25-30.020(2)(f), F.A.C., within 30 days after official acceptance.

(8)~~(9)~~ An ~~aggrieved~~ applicant may request reconsideration of the application denial within 15 days of receipt of notification that the application is denied. The request~~, which~~ will be decided by the full Commission.

(9)~~(10)~~ A substantially affected person may file a petition to protest the Commission’s proposed agency action in a staff assisted rate case within 21 days of issuance of the Notice of Proposed Agency Action Order, as set forth in rule 28-106.111, F.A.C.

(10)~~(11)~~ A petition to protest the Commission’s proposed agency action must ~~shall~~ conform to rule 28-106.201, F.A.C.

(11)~~(12)~~ In the event of a protest of the Commission’s Notice of Proposed Agency Action Order in a staff assisted rate case, the utility must ~~shall~~:

(a) Provide prefiled direct testimony in accordance with the Order Establishing Procedure issued in the case. At a minimum, that testimony must ~~shall~~ adopt the Commission’s Proposed Agency Action Order;

(b) Sponsor a witness to support source documentation provided to the Commission staff in its preparation of the staff audit, the staff engineering and accounting report and the staff proposed agency action recommendation in the case;

(c) Include in its testimony the necessary factual information to support its position on any issue that it chooses to take a position different than that contained in the Commission’s Proposed Agency Action Order; and,

(d) Meet all other requirements of the Order Establishing Procedure.

(12)~~(13)~~ Failure to comply with the dates established in the Order Establishing Procedure, or to timely file a request for extension of time for good cause shown, may result in dismissal of the staff assisted rate case and closure of the docket.

(13)~~(14)~~ In the event of a protest of the Commission’s Proposed Agency Action Order in a staff assisted rate case, the Commission staff shall:

(a) File prefiled direct testimony to explain its analysis in the staff proposed agency action recommendation. In the event the staff wishes to alter its position on any issue, it shall provide factual testimony to support its changed position;

(b) Meet all other requirements of the Order Establishing Procedure; and,

(c) Provide to the utility materials to assist the utility in the preparation of its testimony and exhibits. This material must ~~shall~~ consist of an example of testimony filed by a utility in another case, an example of testimony that would support the Proposed Agency Action Order in this case, an example of an exhibit filed in another case, and examples of prehearing statements and briefs filed in other cases.

*Rulemaking Authority 350.127(2), 367.0814, 367.121 FS. Law Implemented 367.0814 FS. History–New 12-8-80, Formerly 25-10.180, Amended 11-10-86, 8-26-91, 11-30-93, 1-31-00, 12-16-08, 8-10-14, 2-19-17, 7-1-18,\_\_\_\_\_\_\_\_\_\_\_.*

**25-30.456** **Staff Assistance in Alternative Rate Setting.**

(1) As an alternative to a staff assisted rate case as described in rule 25-30.455, F.A.C., water and wastewater utilities whose total gross annual operating revenues are $300,000 or less for water service or $300,000 or less for wastewater service, or $600,000 or less on a combined basis, may file with the Office of Commission Clerk an application ~~petition the Commission~~ for staff assistance in alternative rate setting by submitting a completed staff assisted application for alternative rate setting. To be eligible for staff assistance under this rule:

(a) The applicant or utility owner must have at least one year of experience operating the utility for which the rate increase is being requested;

(b) The utility must be in compliance with its annual report filing in accordance with subsection 25-30.110(3), F.A.C.; and

(c) The utility must have paid all required regulatory assessment fees or must be current on any approved regulatory assessment fee payment plan.

(2) The ~~appropriate~~ application form, Commission Form PSC/AFD 25 (11/93) (Rev. 06/14), entitled “Application for Staff Assistance for Alternative Rate Setting,” is incorporated into this rule by reference and is available at: <http://www.flrules.org/Gateway/reference.asp?No=Ref-04414>. The form is also available on the Commission’s website, [www.floridapsc.com](http://www.floridapsc.com). ~~may also be obtained from the Commission’s Division of Accounting and Finance, 2540 Shumard Oak Boulevard, Tallahassee, Florida 32399-0850.~~

(3) Upon completion of the form, the applicant must ~~shall~~ file it with the Office of Commission Clerk, Florida Public Service Commission, 2540 Shumard Oak Boulevard, Tallahassee, Florida 32399-0870.

(4)(a) Within 30 days of receipt of the completed application, the Commission will evaluate the application and determine the applicant’s eligibility for staff assistance.

(b)~~(a)~~ If the Commission has received four or more alternative rate setting applications in the previous 30 days; or, if the Commission has 20 or more docketed staff assisted rate cases in active status on the date the application is received, the Commission will deny initial evaluation of an application for staff assistance and close the docket. When an application is denied under the provisions of this paragraph, the Commission staff will notify the applicant of the date on which the application may be resubmitted.

(c)~~(b)~~ Determinations of eligibility will be conditional, pending an examination of the condition of the applicant’s books and records.

(5) Upon making its final determination of eligibility, the Commission staff will notify the applicant in writing as to whether the application is officially accepted or denied. If the application is accepted, staff assistance in alternative rate setting will be initiated. If the application is denied, the notification of application denial will state the deficiencies in the application ~~with reference to the criteria set out in subsection (7) of this rule~~.

(6) The date of Commission staff’s written notification to the utility that the utility is eligible for staff assistance under this rule will be considered the date of official acceptance by the Commission of the application. The official date of filing is ~~will be~~ 30 days after the official acceptance by the Commission staff of the application. ~~date of the written notification to the applicant of the Commission’s official acceptance of the application~~.

~~(7) In determining whether to grant or deny the application, the Commission will consider the following criteria:~~

~~(a) Whether the applicant qualifies for staff assistance pursuant to subsection (1) of this rule;~~

~~(b) Whether the applicant’s books and records are organized consistent with rule 25-30.110, F.A.C., so as to allow Commission personnel to verify costs and other relevant factors within the 30-day time frame set out in this rule;~~

~~(c) Whether the applicant has filed annual reports;~~

~~(d) Whether the applicant has paid applicable regulatory assessment fees;~~

~~(e) Whether the applicant has at least one year of experience in utility operation;~~

~~(f) Whether the applicant has filed additional relevant information in support of eligibility, together with reasons why the information should be considered; and,~~

~~(g) Whether the utility was granted a rate case increase within the 2-year period prior to the receipt of the application under review.~~

(7)~~(8)~~ The ~~Commission will deny the~~ application is deemed denied if the utility does not remit the filing fee, as provided by paragraph 25-30.020(2)(f), F.A.C., within 30 days after official acceptance.

(8)~~(9)~~ An ~~aggrieved~~ applicant may request reconsideration of the application denial within 15 days of receipt of notification that the application is denied. The request ~~which~~ will be decided by the full Commission.

(9)~~(10)~~ The Commission will, for the purposes of determining the amount of rate increase, if any, compare the operation and maintenance expenses (O & M) of the utility to test year operating revenues. The Commission will consider an allowance for return on working capital using the one-eighth of O & M formula approach.

(10)~~(11)~~ The Commission will limit the maximum increase in operating revenues to 50 percent of test year operating revenues.

(11)~~(12)~~ The Commission will vote on a proposed agency action recommendation establishing rates no later than 90 days from the official filing date as established in subsection (6) of this rule.

(12)~~(13)~~ A substantially affected person may file a petition to protest the Commission’s Proposed Agency Action Order regarding a staff assisted alternative rate setting application within 21 days of issuance of the Notice of Proposed Agency Action Order as set forth in rule 28-106.111, F.A.C.

(13)~~(14)~~ A petition to protest the Commission’s proposed agency action must ~~shall~~ conform to rule 28-106.201, F.A.C.

(14)~~(15)~~ In the event of protest of the Proposed Agency Action Order by a substantially affected person, the rates established in the Proposed Agency Action Order may be implemented on a temporary basis, subject to refund with interest in accordance with rule 25-30.360, F.A.C. At that time, the utility may elect to pursue rates set pursuant to the rate base determination provisions of rule 25-30.455, F.A.C.

(15)~~(16)~~ In the event of a protest, the maximum increase established in subsection (10)~~(11)~~ of this rule ~~shall~~ no longer applies ~~apply~~.

(16)~~(17)~~ In the event of a protest of the Commission’s Proposed Agency Action Order in a staff assisted alternative rate setting application, the utility must ~~shall~~:

(a) Provide prefiled direct testimony in accordance with the Order Establishing Procedure issued in the case. At a minimum, that testimony must ~~shall~~ adopt the Commission’s Proposed Agency Action Order;

(b) Sponsor a witness to support source documentation provided to the Commission staff in its preparation of the staff engineering and accounting analysis and the staff proposed agency action recommendation in the case;

(c) Include in its testimony the necessary factual information to support its position on any issue that it chooses to take a position different than that contained in the Commission’s Proposed Agency Action Order; and,

(d) Meet all other requirements of the Order Establishing Procedure.

(17)~~(18)~~ Failure to comply with the dates established in the Order Establishing Procedure, or to timely file a request for extension of time for good cause shown, may result in dismissal of the staff assisted alternative rate setting application and closure of the docket.

(18)~~(19)~~ In the event of protest of the Commission’s Proposed Agency Action Order in a staff assisted alternative rate setting application, the Commission staff will ~~shall~~:

(a) File prefiled direct testimony to explain its analysis in the proposed agency action recommendation. In the event the staff wishes to alter its position on any issue, it will ~~shall~~ provide factual testimony to support its changed position;

(b) Meet all other requirements of the Order Establishing Procedure; and,

(c) Provide to the utility materials to assist the utility in the preparation of its testimony and exhibits. This material will ~~shall~~ consist of an example of testimony filed by a utility in another case, a sample of testimony that would support the Proposed Agency Action Order in this case, an example of an exhibit filed in another case, and examples of prehearing statements and briefs filed in other cases.

*Rulemaking Authority 350.127(2), 367.0814, 367.121 FS. Law Implemented 367.0814 FS. History–New 11-30-93, Amended 1-31-00, 12-16-08, 8-10-14, 7-1-18, \_\_\_\_\_\_\_\_\_\_\_\_.*

**25-30.565** **Application for Approval of New or Revised Service Availability Policy or Charges.**

(1) An original and one copy of an ~~Each~~ application for a service availability policy or charges must ~~shall~~ be filed with the Office of Commission Clerk. The copy must be clearly labeled “COPY.” If the application is e-filed with the Commission Clerk, the utility must file one paper copy, clearly labeled “COPY,” with the Commission Clerk within seven calendar days after e-filing. ~~in original and six copies~~.

(2) Upon filing an application for a new or revised service availability charge or policy, the utility must ~~shall~~ provide notice pursuant to Rule 25-30.4345, F.A.C.

(3) A filing fee as required in Rule 25-30.020, F.A.C., must ~~shall~~ be submitted at the time of application.

(4) Each application must ~~shall~~ include the following, if applicable:

(a) A statement describing how the notice provisions have been complied with, including a copy of the actual notice(s).

(b) The name of the applicant, the applicant’s principal place of business and each local office from which company operations are conducted. The applicant’s name shall be as it appears on the certificate issued by the Commission if one has been issued.

(c) The number of the Commission order, if any, which previously considered the charges or service availability policy for the system involved.

(d) A statement explaining the basis for the requested changes in charges and conditions.

(e) A schedule showing the original cost of any existing treatment plants, the water transmission and distribution system, and the sewage collection system, by Uniform System of Accounting account numbers as required by Rule 25-30.115, F.A.C., and the related capacity of each system as of 90 days prior to application.

(f) A detailed statement of accumulated depreciation for the plant listed in paragraph (e) above as of 90 days prior to application.

(g) A schedule showing the number of active customers on line 90 days prior to the time of application by meter size, by customer class, and the related equivalent residential connections (ERC) as defined in subsection 25-30.515(8), F.A.C. Describe the method by which an ERC is defined.

(h) A detailed statement defining the capacity of the treatment facilities in terms of ERCs as used in developing the proposed service availability charges.

(i) A detailed statement defining the capacity of the distribution or collection system in terms of ERCs as used in developing the proposed service availability charges.

(j) ~~Provide~~ A~~a~~ list of outstanding developer agreements.

(k) For each developer agreement state whether the agreement is designed to result in contributed property, other than the approved system capacity charge, within the next 24 months; an estimate of the value of the contributed property to be added to the utility’s books; and a description of the property.

(l) A schedule showing total collections of contributions-in-aid-of-construction (CIAC) as of 90 days prior to the date of application. Detail any prepaid CIAC by amount, the related reserved ERCs, and the anticipated connection date. Reference any appropriate developer agreements.

(m) A detailed statement of accumulated amortization of CIAC as listed in subsection (l) above as of 90 days prior to application.

(n) Copies of approvals or permits for construction and operation of treatment facilities.

(o) A detailed statement by a registered professional engineer showing the cost, by Uniform System of Accounting account numbers, and capacity of proposed plant expansion, and a timetable showing projected construction time.

(p) A detailed statement by a registered professional engineer showing how the proposed construction will affect the capacity of the existing systems.

(q) If the expansion or plant upgrading is being undertaken to comply with the mandates of local, state or federal regulatory authorities, copies of the order(s) or correspondence directing the expansion or upgrading.

(r) A schedule showing the projected growth rate for utilization of the existing plant and line capacity and future plant and line capacity.

(s) A summary schedule of how the proposed service availability charge was calculated.

(t) A schedule showing, by meter size, the cost of meters, connecting fittings, meter boxes or enclosures and also showing sufficient data on labor and any other applicable costs to allow the determination of an average cost for meter installation by type.

(u) A statement of the existing and proposed on-site and off-site main installation charges or policy.

(v) The company’s present capital structure, including the cost of debt in the present capitalization. The availability and cost of other sources of financing the proposed expansion or upgrading of the system also shall be given.

(w) ~~An original and three copies of~~ T~~t~~he proposed tariff sheets.

~~(5) Upon filing of the application and supporting exhibits, the utility shall place copies thereof at its local office of the utility serving the area affected by the charges and conditions, and such copies shall be made available for public inspection.~~

(6) Each utility must ~~shall~~ demonstrate the appropriateness of the requested service availability charges and conditions.

*Rulemaking Authority 350.127(2),* *367.121(1), 367.101 FS. Law Implemented 367.101 FS. History–New 6-14-83, Amended 11-10-86, 11-30-93, 5-29-08\_\_\_\_\_\_\_\_\_\_\_\_\_.*