

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:** December 30, 2013  
**TO:** Ann Cole, Commission Clerk, Office of Commission Clerk  
**FROM:** Amber Norris, Public Utility Analyst I, Division of Accounting and Finance  
**RE:** Docket No. 130212-WS - Application for increase in water and wastewater rates in Polk County by Cypress Lakes Utilities, Inc. of Florida.

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Please incorporate the attached letter, mailed December 26, 2013, into the docket file..

RECEIVED-FPSC  
13 DEC 30 PM 1:48  
COMMISSION  
CLERK

COMMISSIONERS:  
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STATE OF FLORIDA



DIVISION OF  
ACCOUNTING AND FINANCE  
MARSHALL WILLIS  
DIRECTOR  
(850) 413-6900

## Public Service Commission

December 23, 2013

### STAFF'S SECOND DATA REQUEST

Mr. Martin S. Friedman  
Sundstrom, Friedman & Fumero, LLP  
766 North Sun Drive, Suite 4030  
Lake Mary, Florida 32746

**Re: Docket No. 130212-WS - Application for increase in water and wastewater rates in Polk County by Cypress Lakes Utilities, Inc.**

Dear Mr. Friedman:

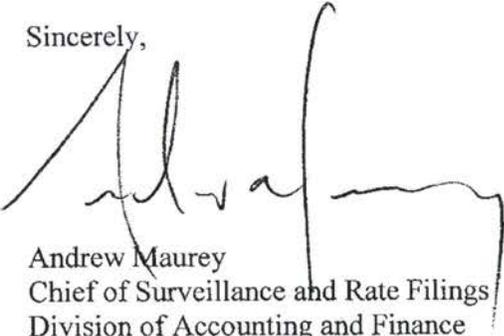
Staff needs the following information to complete its review of the application filed by Cypress Lakes Utilities, Inc.

- 1) In conjunction with the supply main upgrade, work was performed by TBE group in the amount of \$23,660 with a completion date of 1/1/2008. Was this amount expensed or capitalized and included in plant? If this amount was included in plant, please provide support documentation of this entry.
- 2) The following questions relate to Salaries and Wages expense for employees, officers, and directors.
  - a) Please provide a specific breakdown of each position, including employees, officers, and/or directors, by job title/description and compensation for each year since the last rate case.
  - b) Has any increase in salaries and wages expense been offset by a reduction in overtime?
  - c) Has the Utility previously commissioned an organization or management study to justify any changes in labor? If so, please provide the study.
  - d) Has the Utility previously commissioned an operational audit or does it plan to in the near future?
  - e) According to MFR Schedule B-7, Line 1, 1.5 full time equivalent positions were added and allocated across all Pasco and Pinellas water customers in 2009 resulting in an increase in allocated salary and benefits expense. Please provide

- an explanation and work papers detailing how the allocation increased for the Utility.
- f) Please provide a specific description of the duties and responsibilities of any officers and/or directors that have started receiving compensation since the last rate case.
  - g) Please provide time sheets for the cross connection technician hired to comply with FDEP regulations. Additionally, please provide any information regarding allocation of this salary between Cypress Lakes and other Utilities, Inc. of Florida systems.
  - h) Please provide time sheets, as well as a breakdown by county of total meters read, by the meter readers. Please provide a breakdown of salaries/wages, as well as employment dates, for the meter readers and the contract meter readers that were previously employed.

Please submit the above information to the Office of Commission Clerk no later than January 8, 2014. If you have any questions, please contact Michael Springer by phone at (850) 413-7082 or by e-mail at [michael.springer@psc.state.fl.us](mailto:michael.springer@psc.state.fl.us).

Sincerely,



Andrew Maurey  
Chief of Surveillance and Rate Filings  
Division of Accounting and Finance

cc: Division of Accounting and Finance (Kelly, Norris, Springer)  
Division of Economics (Daniel, Hudson, Thompson)  
Division of Engineering (Lee, Lewis, Vickery)  
Office of the General Counsel (Gilcher)  
Office of Commission Clerk (Docket No. 130212-WS)  
Office of Public Counsel