

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-

DATE: November 17, 2016

TO: All Parties of Record and Interested Persons.

FROM: Suzanne S. Brownless, Senior Attorney, Office of the General Counsel *SSB*

RE: Docket No. 160160-EI – Petition for approval of energy transaction optimization mechanism, by Tampa Electric Company

Please note that an informal meeting between Commission staff and interested persons to the above-captioned docket has been scheduled for the following time and place:

Tuesday, December 13, 2016
2:00 to 4:00 pm
Gerald L. Gunter Building, Room G-105
Florida Public Service Commission
2540 Shumard Oak Boulevard
Tallahassee, Florida 32399-0850

The purpose of the meeting is to discuss the scheduling for this docket. Attendance is not required; however, all interested persons are encouraged to attend.

If settlement of the case or a named storm or other disaster requires cancellation of the meeting, Commission staff will attempt to give timely direct notice to the parties. Notice of cancellation will also be provided on the Commission's website (<http://www.psc.state.fl.us/>) under the Hot Topics link found on the home page. Cancellation can also be confirmed by calling the Office of the General Counsel at 850-413-6199.

SBr
cc: Office of Commission Clerk