

BEFORE THE FLORIDA PUBLIC SERVICE COMMISSION

In re: Proposed amendment of Rules 25-6.043, 25-7.039, 25-22.0406, 25-22.0407, 25-30.436, and 25-30.437, and repeal of Rules 25-30.438, 25-30.4385, 25-30.440, and 25-30.443, F.A.C., concerning notice, public information, and minimum filing requirements for electric, gas, water, and wastewater applications for rate increase.

DOCKET NO. 20200193-PU
ORDER NO. PSC-2021-0027-FOF-PU
ISSUED: January 7, 2021

The following Commissioners participated in the disposition of this matter:

GARY F. CLARK, Chairman
ART GRAHAM
JULIE I. BROWN
DONALD J. POLMANN
ANDREW GILES FAY

NOTICE OF ADOPTION OF RULE

BY THE COMMISSION:

NOTICE is hereby given that the Florida Public Service Commission, pursuant to Section 120.54, Florida Statutes, has adopted Rules 25-6.043, 25-7.039, 25-22.0407, 25-30.437, Florida Administrative Code, with technical changes and has adopted Rules 25-22.0406, 25-30.436, 25-30.438, 25-30.4385, 25-30.440, and 25-30.443, Florida Administrative Code, without changes.

The rules were filed with the Department of State on January 7, 2021 and will be effective on January 27, 2021. A copy of the rules as filed with the Department is attached to this Notice.

This docket is closed upon issuance of this Notice.

ORDER NO. PSC-2021-0027-FOF-PU
DOCKET NO. 20200193-PU
PAGE 2

By ORDER of the Florida Public Service Commission this 7th day of January, 2021.



ADAM J. TETZMAN
Commission Clerk
Florida Public Service Commission
2540 Shumard Oak Boulevard
Tallahassee, Florida 32399
(850) 413-6770
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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

**25-6.043 Investor-Owned Electric Utility Petition for Rate Increase ~~Minimum Filing Requirements~~;
Commission Designee.**

(1) General Filing Instructions.

(a) The petition under Sections 366.06 and 366.071, F.S., for adjustment of rates and must include or be accompanied by:

1. The information required by Commission Form PSC 1026 (12/20) PSC/AFD/011 E (2/04), entitled “Minimum Filing Requirements for Investor-Owned Electric Utilities,” which is incorporated into this rule by reference, and is available at <http://www.flrules.org/Gateway/reference.asp?No=Ref-12642>. ~~The form may be obtained from the Commission’s Division of Accounting and Finance.~~ This form is also available on the Commission’s website, www.floridapsc.com.

2. The exact name of the applicant and the address of the applicant’s principal place of business.

3. ~~Prepared Copies of prepared~~ direct testimony and exhibits for each witness testifying on behalf of the utility Company. Each witness’s prefiled testimony and exhibits shall be on numbered pages and all exhibits shall be attached to the witness’s testimony.

(b) In compiling the required schedules, a utility must ~~company shall~~ follow the policies, procedures and guidelines prescribed by the Commission in relevant rules and in the utility’s ~~company’s~~ last rate case or in a more recent rate case involving a comparable utility. ~~These schedules shall be identified appropriately (e.g., Schedule B-1 would be designated Company Schedule B-1—Company basis).~~

(c) Each schedule must shall be cross-referenced to identify related schedules as either supporting schedules or recap schedules. If a schedule requires certain information, a utility may on that schedule reference a different schedule that provides that same information.

(d) The dimensions of each page, regardless of format, must be 8 ½ by 11 inches, and each page must be numbered. Each page of the filing shall be numbered on 8 1/2 × 11 inch paper. Each witness’ prefiled testimony and exhibits shall be on numbered pages and all exhibits shall be attached to the proponent’s testimony.

(e) Except for handwritten official company records, all data in the petition, testimony, exhibits and minimum filing requirements must shall be typed.

(f) Each schedule must shall indicate the name of the witness responsible for its presentation.

(g) All schedules involving investment data ~~must shall~~ be completed on an average investment basis. Unless a specific schedule requests otherwise, average is defined as the average of 13 monthly balances.

(h) ~~The petition and information required by Subsection (1) of this rule must be e-filed by the utility~~ Twenty-one copies of the filing, consisting of the petition and its supporting attachments, testimony, and exhibits, shall be filed with the Office of Commission Clerk. Ten paper copies of the filing, clearly labeled "COPY," and Commission Form PSC 1026 (12/20) in Microsoft Excel format with formulas intact and unlocked, must be provided to the Office of Commission Clerk within seven calendar days of the electronic filing. Excel files may be provided in media such as a USB flash drive, CD, or DVD, but may not be submitted by e-mail.

(i) ~~Any proposed~~ Whenever the company proposes any corrections, updates or other changes to the original filing must be e-filed by the utility originally filed data, 21 copies shall be filed with the Office of Commission Clerk, Ten paper copies of the proposed corrections, updates or other changes, clearly labeled "COPY," and any schedules in Commission Form PSC 1026 (12/20) that have been changed must be provided to the Office of Commission Clerk within seven calendar days of the electronic filing. Any schedules in Commission Form PSC 1026 (12/20) that have been changed must be provided in Microsoft Excel format with formulas intact and unlocked. Excel files may be provided in media such as a USB flash drive, CD, or DVD, but may not be submitted by e-mail. On the same day as the e-filing, the utility must serve an electronic copy of the filing on each party. with copies also served on all parties at the same time.

(2) ~~The Director of the division that has been assigned primary responsibility for the filing is Commission Designee: Division of Accounting and Finance shall be the designee of the Commission designee~~ for purposes of determining whether the utility has met the minimum filing requirements imposed by this rule. ~~In making this determination, the Director shall consider whether information that would have been provided in a particular schedule required by this rule has been provided to the same degree of detail in another required schedule that the utility incorporates by reference.~~

Rulemaking Authority 350.127(2), 366.05(1), ~~(2)~~, 366.06(1), ~~(3)~~ FS. Law Implemented 366.04(2)(f), 366.06(1), (2), (3), (4), 366.071 FS. History—New 5-27-81, Formerly 25-6.43, Amended 7-5-90, 1-31-00, 2-12-04, _____.

25-7.039 Natural Gas Utility Petition for Rate Increase ~~Minimum Filing Requirements~~; Commission Designee.

(1) General Filing Instructions.

(a) The petition under Sections 366.06 and 366.071, F.S., for an adjustment of rates must include or be accompanied by:

1. The information required by Commission Form PSC 1027 (12/20) ~~PSC/AFD-10-G (11/89)~~, entitled "Minimum Filing Requirements for Investor Owned Natural Gas Utilities ~~Minimum Filing Requirements~~," which is incorporated into this rule by reference, and is available at <http://www.flrules.org/Gateway/reference.asp?No=Ref-12643>. ~~The form may be obtained from the Commission's Division of Accounting and Finance.~~ This form is also available on the Commission's website, www.floridapsc.com.

2. The exact name of the applicant and the address of the applicant's principal place of business.

3. ~~Prepared Copies of prepared~~ direct testimony and exhibits for each witness testifying on behalf of the utility company. Each witness's prefiled testimony and exhibits shall be on numbered pages and all exhibits shall be attached to the witness's testimony.

(b) In compiling the required schedules, a utility must ~~company shall~~ follow the policies, procedures and guidelines prescribed by the Commission in relevant rules and in the utility's ~~company's~~ last rate case or in a more recent rate case involving a comparable utility. ~~These schedules shall be identified appropriately (e.g. Schedule B-1 would be designated Company Schedule B-1—Company basis).~~

(c) Each schedule must ~~shall~~ be cross-referenced to identify related schedules as either supporting schedules and/or recap schedules. If a schedule requires certain information, a utility may on that schedule reference a different schedule that provides that same information.

(d) The dimensions of each page, regardless of format, must be 8 ½ by 11 inches, and each page must be numbered. Each page of the filing shall be numbered on 8 1/2" × 11" inch paper. ~~Each witness' prefiled testimony and exhibits shall be on numbered pages and all exhibits shall be attached to the proponent's testimony.~~

(e) Except for handwritten official utility ~~company~~ records, all data in the petition, testimony, exhibits and minimum filing requirements must ~~shall~~ be typed.

(f) Each schedule must ~~shall~~ indicate the name of the witness responsible for its presentation.

(g) All schedules involving investment data ~~must shall~~ be completed on an average investment basis. Unless a specific schedule requests otherwise, average is defined as the average of thirteen (13) monthly balances.

(h) ~~The Twenty (20) copies of the filing, consisting of the petition and its supporting attachments, testimony, and exhibits, must be e-filed by the utility shall be filed with the Office of Commission Clerk. Ten paper copies of the filing, clearly labeled "COPY," and Commission Form PSC 1027 (12/20) in Microsoft Excel format with formulas intact and unlocked, must be provided to the Office of Commission Clerk within seven calendar days of the electronic filing. Excel files may be provided in media such as a USB flash drive, CD, or DVD, but may not be submitted by e-mail.~~

(i) ~~Any proposed Whenever the company proposes any corrections, updates or other changes to the original filing must by e-filed by the utility originally filed data, twenty (20) copies shall be filed with the Office of Commission Clerk, Ten paper copies of the proposed corrections, updates or other changes, clearly labeled "COPY," and any schedules in Commission Form PSC 1027(12/20) that have been changed must be provided to the Office of Commission Clerk within seven calendar days of the electronic filing. Any schedules in Commission Form PSC 1027 (12/20) that have been changed must be provided in Microsoft Excel format with formulas intact and unlocked. Excel files may be provided in media such as a USB flash drive, CD, or DVD, but may not be submitted by e-mail. On the same day as the e-filing, the utility must serve an electronic copy of the filing on each party, with copies also served on all parties at the same time.~~

(2) ~~The Director of the division that has been assigned the primary responsibility for the filing is Commission Designee. The Deputy Executive Director, Technical shall be the designee of the Commission designee for purposes of determining whether the utility has met the minimum filing requirements imposed by this rule.~~

(3) ~~Waiver of MFR Requirements. The Commission may grant a waiver with respect to specific data required by this rule upon a showing that production of the data would be impractical or impose an excessive economic burden upon the company.~~

Rulemaking Authority 350.127(2), 366.05(1), 366.06 (1), (3) FS. Law Implemented 366.06(1), (3), 366.071 FS. History—New 5-27-81, Formerly 25-7.39, Amended 11-21-89, _____.

25-22.0406 Notice and Public Information on General Rate Increase Requests and Petitions for Limited Proceedings by Electric and Gas Utilities.

(1) The provisions of this rule ~~apply shall be applicable~~ to all requests for general rate increases and to all limited proceedings filed by electric and gas utilities pursuant to Rules 25-6.0431 and 25-7.0391, F.A.C.

(2) The following noticing procedures ~~shall~~ apply to requests for a general rate increase:

(a) ~~The utility must establish a clearly identifiable link on the utility's website to provide electronic access to the utility's petition and Minimum Filing Requirements (MFRs). The utility shall mail a copy of the petition to the chief executive officer of the governing body of each municipality and county within the service area affected.~~

(b) The utility ~~must shall~~ establish a clearly identifiable link on the utility's website to provide the address on the Commission's website that provides electronic access to all documents filed in the rate case.

(c) ~~Upon filing a petition for a general rate increase, the utility must notify 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 petitioned for a general rate increase and must clearly identify the Commission-assigned docket number. The notification must be accompanied by a statement that a copy of the petition and MFRs can be accessed on the Commission's website.~~

(e) ~~Location of Minimum Filing Requirements.~~

~~1. Within 15 days after it has been notified by the Commission that the Minimum Filing Requirements (MFRs) have been met, the utility shall place a copy of the MFRs at its official headquarters and at a location approved by the Commission staff in each municipality in which service hearings were held in the last general rate case of the utility.~~

~~2. Within 15 days after the time schedule has been posted on the Commission's website, copies of the MFRs shall be placed in a location approved by Commission staff in each additional city in which service hearings are to be held in the current rate case.~~

~~3. In addition to the locations listed above, if the Commission staff determines that the locations listed above will not provide adequate access, the Commission staff will require that copies of the MFRs be placed at other specified locations.~~

~~4. Copies of the MFRs shall be available for public inspection during the regular business hours of the location~~

~~hosting the MFRs and through a link on the utility's website.~~

(d) Rate Case Synopsis.

1. Within 15 days after the time schedule for the case has been posted to the Commission's website, the utility ~~shall~~ must prepare and submit to the Commission staff for approval a synopsis of the rate request. The synopsis ~~shall~~ must include:

- a. A summary of the section of the MFRs showing a comparison of the present and proposed rates for major services;
- b. A statement of the anticipated major issues involved in the rate case;
- c. A copy of the executive summary filed with the MFRs;
- d. A description of the ratemaking process and the time schedule established for the rate case; and
- e. The website addresses ~~locations~~ at which complete MFRs are available.

2. Within 7 days following approval of the synopsis, the utility must establish a clearly identifiable link on its website to provide electronic access to the synopsis and must provide this link ~~copies of the synopsis shall be distributed to the same locations as required for the MFRs, to the main county library within or most convenient to the service area, and to the chief executive officer of each county and municipality within the service area affected.~~

(e) Within 15 days after the rate case time schedule has been posted on the Commission's website, the utility ~~shall~~ must prepare and submit a customer notice to Commission staff for approval. The customer notice ~~shall~~ must include:

1. A statement that the utility has applied for a rate increase and the general reasons for the request;
2. The locations at which copies of the MFRs and synopsis are available, including the link on the utility's website;
3. The time schedule established for the case, and the dates, times and locations of any hearings that have been scheduled;
4. A comparison of current rates and service charges and the proposed new rates and service charges;
5. The docket number assigned to the petition by the Commission's Office of Commission Clerk;
6. A statement that written comments regarding the proposed changes in rates and charges should be addressed to the Office of Commission Clerk, 2540 Shumard Oak Boulevard, Tallahassee, Florida 32399-0850, and that such

correspondence should include the docket number; and

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

(f) The utility must ~~shall~~ begin sending the notice to customers within 30 days after it has been approved by Commission Staff.

(3) The following noticing procedures ~~shall~~ apply to a petition for a limited proceeding filed pursuant to Rules 25-6.0431 and 25-7.0391, F.A.C.:

(a) The utility must ~~shall~~ establish a clearly identifiable link on the utility's website to the address on the Commission's website that provides electronic access to all documents filed in the limited proceeding.

(b) Within 15 days after the time schedule for the limited proceeding has been posted to the Commission's website, the utility must ~~shall~~ prepare and submit a customer notice to the Commission staff for approval. The customer notice must ~~shall~~ contain:

1. A statement that the utility has requested a change in rates, a statement of the amount requested, and the general reason for the request;

2. A statement of where and when the petition and supporting documentation are available for public inspection, including the link on the utility's website;

3. A comparison of the current and proposed rates;

4. The utility's address, telephone number, and website address;

5. The docket number assigned to the petition by the Commission's Office of Commission Clerk;

6. A statement that written comments regarding the proposed changes in rates and charges should be addressed to the Office of Commission Clerk, 2540 Shumard Oak Boulevard, Tallahassee, Florida 32399-0850, and that such correspondence should include the docket number; and

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

(c) The utility must ~~shall~~ begin sending the notice to customers within 30 days after it has been approved by staff.

(4) All customer notices prepared pursuant to this rule must ~~shall~~ be sent to the customer's address of record at

the time the notice is issued, in the manner in which the customer typically receives the monthly bill, whether electronically or via U.S. mail.

(5) All customer notices regarding the locations and time of any service hearings or customer meetings must ~~shall~~ be sent to the customer no less than 10 days, or more than 45 days, prior to the first service hearing or customer meeting.

(6) At least 7 days and not more than 20 days prior to any service hearing or customer meeting, the utility must ~~shall~~ have published in a newspaper of general circulation in the area in which the hearing or customer meeting is to be held a display advertisement stating the date, time, location and purpose of the hearing or customer meeting. The advertisement must ~~shall~~ be approved by the Commission staff prior to publication.

(7) When the Commission issues proposed agency action and a hearing is subsequently held, the utility must ~~shall~~ give written notice of the hearing to its customers at least 14 days in advance of the hearing. This notice must ~~shall~~ be approved by the Commission staff prior to distribution.

(8) After the Commission's issuance of an order granting or denying a rate change, the utility must ~~shall~~ give notice to its customers of the order and the revised rates. The notice must ~~shall~~ be approved in advance by the Commission or its staff and transmitted to the customers with the first bill containing the new rates.

Rulemaking Authority 350.127(2), 366.05, 366.06(1) FS. Law Implemented 366.03, 366.041(1), 366.05(1), 366.06(1), 366.076(1) FS. History—New 9-27-83, Formerly 25-22.406, Amended 5-27-93, 5-3-99, 10-8-13,

_____.

25-22.0407 Notice of and Public Information for General Rate Increase Requests by Water and Wastewater Utilities.

(1) This rule applies to all requests for general rate increases made by water and wastewater utilities.

(2) Upon filing a petition for a general rate increase, the utility must notify ~~shall 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 petitioned for a general rate increase and must clearly identify the Commission-assigned docket number. ~~The notification must~~ Each copy of the petition shall be accompanied by a statement that a copy of the petition and Minimum Filing Requirements (MFRs) ~~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 filing established by the Commission, the utility shall place a copy of the petition and the MFRs at its official headquarters and at any business offices it has in the service areas included in the rate request. Such copies shall be~~ 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.~~

~~(4)(a) Within 30 days after the official date of filing established by the Commission, the utility shall place a copy of its rate case synopsis at all locations where copies of the petition and MFRs were placed.~~

~~(3)(a)(b)~~ Within 30 days after the official date of filing established by the Commission, the utility must notify ~~shall mail a copy of its rate case synopsis 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's rate case synopsis can be accessed on the Commission's website.

~~(b)(e)~~ The utility's rate case synopsis must ~~shall~~ be approved by the Commission staff prior to distribution and must ~~shall~~ include the following:

1. A summary of the section of the MFRs showing a comparison of the present and proposed rates and charges;
2. A statement of the general reasons for the rate request,
3. A statement of any anticipated major issues involved in the rate case,

4. A description of the ratemaking process and the time schedule established for the rate case; and,

5. A statement that the MFRs can be accessed on the Commission's website. ~~The locations where complete MFRs are available.~~

(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 shall be approved by Commission staff prior to distribution and must shall include the following:

1. The date the notice was 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, petition, and rate case synopsis are available on the Commission's website for public inspection and the hours and days when inspection may be made,

4. The time schedule established for the case, including the dates, times, and locations of any hearings scheduled,

5. A comparison of current rates and charges and the proposed new rates and charges,

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

7. 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 32399-0850, and that such comments should identify the docket number assigned to the proceeding,

8. 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,

9. If the utility has not requested a change in its service availability charges as part of its rate request, a statement that the Commission will be reviewing the utility's service availability charges in the pending rate case and that the Commission may adjust those charges.

10. 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)~~(a) No less than 14 days and no more than 30 days prior to the date of each service hearing, in those cases where the Commission has scheduled a service hearing, the utility must ~~shall~~ provide written notice of the date, time, location, and purpose of the service hearing to all customers within service areas designated by the prehearing officer or the Commission staff. The notice must ~~shall~~ be approved by the 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.

(b) No less than 14 days and no more than 30 days prior to the date of the hearing, in all cases, including those in which the Commission has scheduled a service hearing, the utility must ~~shall~~ provide written notice of the date, time, location, and purpose of the hearing to all customers within the service areas included in the rate request. The notice must ~~shall~~ 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)~~ 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 must ~~shall~~ 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 ~~shall~~ be approved by Commission staff prior to publication.

~~(7)(a)(8)~~ When a utility files ~~for~~ a petition for a general rate increase and requests that its case be processed as proposed agency action in accordance with Section 367.081(10), F.S., the utility must ~~shall~~ comply with the requirements of subsections (2), (3), and (4) ~~and (5)~~, of this rule.

~~(b)(a)~~ 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 service areas designated by the Commission staff. The notice must ~~shall~~ 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.

~~(c)(b)~~ If the proposed agency action order issued in the case is protested and any hearings are subsequently held, the utility must ~~shall~~ give notice in accordance with subsections (5) and (6) ~~and (7)~~, above.

~~(8)(a)(9)~~ When a utility applies for a staff-assisted rate case in accordance with Section 367.0814, F.S., and Rule 25-30.455, F.A.C., and staff-assistance is granted, the requirements of subsections (2), (3), and (4) ~~and (5)~~, of this rule, do shall not apply.

~~(a) Upon receipt of the staff reports, the utility shall place two copies of its application for staff assistance and the staff reports at any business offices it has in its service area. 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 its service area, the utility shall place two copies of its application and the staff reports at the main county library, the local community center or other appropriate location that is within or most convenient to the service area and that is willing to accept and provide public access to the copies.~~

(b) 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, in writing, a customer meeting notice to all customers within its service area 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.

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

1. The date the notice was issued.
2. The time, date, location, and purpose of the customer meeting.
3. A statement that the utility has applied for a staff-assisted rate case and the general reasons for doing so.
4. A statement that the Commission staff has prepared a staff report of its initial analysis of the case.

~~5.4. The website address where the staff report is available. A statement of the location where copies of the application and the staff reports are available for public inspection and the times during which inspection may be made.~~

~~6.5. A comparison of current rates and charges and the proposed new rates and charges.~~

~~7.6. The utility's address, telephone number, and business hours.~~

~~8.7. 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 32399-0850, and that such comments should identify the docket number assigned to the proceeding.~~

~~9.8.~~ 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.

~~10.9.~~ A statement that the Commission will be reviewing the utility's service availability charges in the pending case and that the Commission may adjust those charges.

~~11.10.~~ The docket number assigned by the Commission's Office of Commission Clerk.

(d) The customer meeting 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.

(e) If the proposed agency action order issued in the case is protested and any hearings are subsequently held, the utility must ~~shall~~ give notice in accordance with subsections (5) and (6) ~~and (7)~~, above.

~~(9)(10)~~ 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 ~~shall~~ be approved by Commission staff and be distributed no later than with the first bill containing any revised rates.

Rulemaking Authority 350.127(2), 367.121(1)(f) FS. Law Implemented ~~120.569, 120.57,~~ 367.081(2)(a), 367.0814(1), ~~367.0817,~~ 367.091, 367.121(1)(a) FS. History—New 5-27-93, Amended 5-3-99, _____.

25-30.436 General Information and Instructions Required of ~~Class A and B~~ Water and Wastewater Utilities in an Application for Rate Increase.

(1) Each applicant for a rate increase 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 of the Commission order, if any, which previously 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) Where the utility requests rates which generate less than a fair rate of return, it must provide a statement of assurance that its quality of service will not suffer.

(f) A statement ~~An affidavit~~ signed by an officer of the utility that states that the utility will comply with Rule 25-22.0407, F.A.C.

(g) A statement whether the applicant requests to have the case processed using the proposed agency action procedure outlined in Section 367.081(10) ~~367.081(8)~~, F.S.

(2) The applicant's petition for rate relief will not be deemed filed until the appropriate filing fee has been paid and all minimum filing requirements set forth in this rule and in Rule 25-30.437, F.A.C., have been met, including filing of the applicant's prepared direct testimony unless the applicant has filed its petition pursuant to Section 367.081(10) ~~367.081(8)~~, F.S. At a minimum, the direct testimony shall explain why the rate increase is necessary and address those areas anticipated at the time of filing to be at issue.

(3) The applicant must ~~shall~~ state any known deviation from the policies, procedures and guidelines prescribed by the Commission in relevant rules or in the company's last rate case.

(4) The rate case application and information required by this rule must be e-filed by the utility with the Office of Commission Clerk. Within seven calendar days after the electronic filing, the utility must provide to the Office of

Commission Clerk ten paper copies of the filing, clearly labeled "COPY," and, as applicable, Commission Form PSC 1028 (12/20) for a Class A utility, Form PSC 1029 (12/20) for a Class B utility, or Commission Form PSC 1030 (12/20) for a Class C utility, which are incorporated by reference in Rule 25-30.437, F.A.C. For Class A and B utilities, only two copies of Schedule E-14, entitled Billing Analysis Schedules, are required. For Class C utilities, only two copies of Schedule E-6, entitled Billing Analysis Schedules, are required. The applicable Commission Form must be provided in Microsoft Excel format with formulas intact and unlocked. Excel files may be provided in media such as a USB flash drive, CD, or DVD, but may not be submitted by e-mail.

~~(5)~~(4) In the rate case application:

(a) Each schedule must shall be cross-referenced to identify related schedules as either supporting schedules or recap schedules.

(b) Each page of the filing must shall be consecutively numbered on 8 1/2 x 11-inch paper.

(c) Except for handwritten official company records, all data in the petition, exhibits and minimum filing requirements must shall be typed.

~~(d) Sixteen copies shall be filed with the Commission's Office of Commission Clerk, except as specifically identified in paragraph (4)(h) below or in Rule 25-30.437, 25-30.4385 or 25-30.440, F.A.C.~~

~~(d)~~(e) Any proposed ~~Whenever the applicant proposes any~~ corrections, updates or other changes to the originally filed data must be e-filed by the utility, 20 copies shall be filed with the Office of Commission Clerk, Within seven calendar days after the electronic filing, the utility must provide to the Office of Commission Clerk ten paper copies of the filing, clearly labeled "COPY." Any schedules that have been changed must be provided in Microsoft Excel format with formulas intact and unlocked. Excel files may be provided in media such as a USB flash drive, CD, or DVD, but may not be submitted by e-mail. On the same day as the e-filing, the utility must serve an electronic copy of the filing on each party, with copies also served on all parties of record at the same time.

~~(e)~~(f) If the capital structure contains zero or negative equity, a return on equity must shall be requested, which shall be up to the maximum of the return of the current equity leverage formula established by order of this Commission pursuant to Section 367.081(4), F.S.

~~(f)~~(g) The provisions of Rule 25-30.433, F.A.C., must shall be followed in preparing the utility's application.

~~(g)~~(h) Any system that has costs allocated or charged to it from a parent, affiliate or related party, in addition to

those costs reported on Schedule B-12 of Commission Form PSC 1028 (12/20) PSC/AFD 19-W for a Class A utility, ~~or PSC 1029 (12/20) PSC/AFD 20-W~~ for a Class B utility, or PSC 1030 (12/20) for a Class C utility, which are ~~(incorporated by reference in Rule 25-30.437, F.A.C.)~~ must e-file ~~shall file three copies of~~ additional schedules that show the following information:

1. The total costs being allocated or charged prior to any allocation or charging as well as the name of the entity from which the costs are being allocated or charged and its relationship to the utility.
2. For costs allocated or charged to the utility in excess of one percent of test year revenues:
 - a. A detailed description and itemization; and
 - b. The amount of each itemized cost.
3. The allocation or direct charging method used and the bases for using that method.
4. The workpapers used to develop the allocation method, including but not limited to the numerator and denominator of each allocation factor.
5. The workpapers used to develop, where applicable, the basis for the direct charging method.
6. An organizational chart of the relationship between the utility and its parent and affiliated companies and the relationship of any related parties.
7. A copy of any contracts or agreements between the utility and its parent or affiliated companies for services rendered between or among them.

~~(h)(1)~~ For any land recorded on the utility's books since rate base was last established, the utility shall file documentation of the utility's right to access and continue use of the land upon which the utility treatment facilities are or will be located. Documentation of continued use must be in the form of a recorded warranty deed, recorded quit claim deed accompanied by title insurance, recorded lease such as a 99-year lease, or recorded easement. The applicant may submit an unrecorded, executed copy of the instrument granting the utility's right to access and continued use of the land upon which the utility treatment facilities are or will be located, provided the applicant files a recorded copy within the time required in the order granting a rate increase. ~~copies of the documents that demonstrate that the utility owns the land upon which the utility treatment facilities are located, or that provides for the continued use of the land, such as a 99 year lease. The Commission may consider a written easement or other cost-effective alternative.~~

~~(6)(5) The Director of the division that has been assigned the primary responsibility for the filing is Commission Designee. The Deputy Executive Director, Technical shall be the designee of the Commission for purposes of determining whether the utility applicant has met the minimum filing requirements imposed by this rule.~~

~~(7)(6) Within 60 days after the issuance of a final order entered in response to an application for increased rates, or, if applicable, within 60 days after the issuance of an order entered in response to a motion for reconsideration of the final order, each utility must shall submit a breakdown of actual rate case expense incurred, in total, in a manner consistent with Schedule No. B-10 of Commission Form PSC 1028 (12/20) for Class A utilities and Form PSC 1029 (12/20) for Class B utilities, and Schedule B-7 of Commission Form PSC 1030 (12/20) for Class C utilities, which are incorporated by reference (PSC/AFD Form 19 W or 20 W, whichever is applicable, as described in Rule 25-30.437, F.A.C.): If the deadline prescribed above cannot be met, a utility may request an extension from shall be granted by the Director of the Division of Accounting and Finance for good cause shown, such as financial hardship, severe illness, or significant weather events such as hurricanes, but good cause does not include reasons such as management oversight or vacation time.~~

Rulemaking Authority 350.127(2), 367.121 FS. Law Implemented 367.081, 367.083, 367.121 FS. History—New 11-10-86, Amended 6-25-90, 11-30-93, 1-31-00,_____.

**25-30.437 Financial, Rate, and Engineering Minimum Filing Requirements ~~Information Required for of~~
~~Class A and B~~ Water and Wastewater Utilities in an Application for Rate Increase.**

(1) Each ~~Class A or B~~ utility applying for a rate increase ~~must~~ shall provide the information required by Commission Form PSC 1028 (12/20) PSC/AFD 19-W (11/93), entitled “Class A Water and/or Wastewater Utilities Financial, Rate and Engineering Minimum Filing Requirements,” ~~or PSC 1029 (12/20) PSC/AFD 20-W (11/93)~~, entitled “Class B Water and/or Wastewater Utilities Financial, Rate and Engineering Minimum Filing Requirements,” ~~or PSC 1030 (12/20)~~, entitled “Class C Water and/or Wastewater Utilities Financial, Rate or Engineering Minimum Filing Requirements,” whichever is applicable. Commission Form PSC 1028 (12/20) is available at <http://www.flrules.org/Gateway/reference.asp?No=Ref-12644>; Commission Form PSC 1029 (12/20) is available at <http://www.flrules.org/Gateway/reference.asp?No=Ref-12645>; and Commission Form PSC 1030 (12/20) is available at <http://www.flrules.org/Gateway/reference.asp?No=Ref-12646>. These forms are incorporated into this rule by reference and are available on ~~may be obtained from~~ the Commission’s website at www.floridapsc.com. ~~Director, Division of Accounting and Finance, Florida Public Service Commission, 2540 Shumard Oak Boulevard, Tallahassee, Florida 32399-0850.~~

(2) In compiling the required schedules, additional instructions are set forth below:

(a)(1) Each section of this form must ~~shall~~ be indexed and tabbed, including a table of contents listing the page numbers of each schedule.

(b)(2) If information requested in the form described above is not applicable to the applicant, so state and provide an explanation on the specific schedule.

(c)(3) If a projected test year is used, provide a complete set of Commission Form PSC 1028 (12/20) PSC/AFD 19-W (for Class A utilities), ~~or PSC 1029 (12/20) PSC/AFD 20-W (for Class B utilities)~~, or PSC 1030 (12/20) for Class C utilities (as described above), which require a designation of historical or projected information. Such schedules must ~~shall~~ be submitted for the historical base year, and any year subsequent to the base year and prior to the projected test year, in addition to the projected test year. If no designation is shown on a schedule, submit that schedule for the test year only. In lieu of providing separate pages for the above required schedules, the information required can be combined on the same page by adding additional columns. In the rate base schedules, Section A, the beginning and end of year balances must ~~shall~~ be shown. For any intermediate period or year, only the year-end

balance ~~must~~ ~~shall~~ be shown. A schedule ~~must~~ ~~shall~~ also be included which describes in detail all methods and bases of projection, explaining the justification for each method or basis employed. If an historical test year is used, Schedule E-13 is not required.

~~(4) Only two copies of Schedule E-14, entitled Billing Analysis Schedules, be filed with the application. Each copy shall be submitted in a separate binder from the other required information.~~

~~(d)(5)~~ If a petition for interim rates is filed, a utility ~~must~~ ~~shall~~ demonstrate that it is earning outside the range of reasonableness on rate of return calculated in accordance with Section 367.082(5), F.S. ~~To demonstrate this~~ ~~in doing such~~, the utility ~~must~~ ~~shall~~ submit schedules of rate base, cost of capital and net operating income on an historical basis, with schedules of all adjustments thereto, consistent with Commission Form PSC 1028 (12/20) ~~PSC/AFD 19-W~~ (for a Class A utility), ~~or PSC 1029 (12/20)~~ ~~PSC/AFD 20-W~~ (for a Class B utility), or PSC 1030 (12/20) for a Class C utility (described above).

(3) Each applicant for a rate increase must e-file with the Office of Commission Clerk the additional engineering minimum filing requirements (MFRs), identified in paragraphs (a) – (k) below. Within seven calendar days after e-filing the additional engineering MFRs, the utility must provide to the Office of Commission Clerk two paper copies of the additional engineering MFRs clearly labeled “COPY,” with the exception of the detailed map required by paragraph (a), of which only one copy is required.

(a) A detailed map showing:

1. The location and size of the applicant’s distribution and collection lines as well as its plant sites, and
2. The location and respective classification of the applicant’s customers.

(b) A list of chemicals used for water and wastewater treatment, by type, showing the dollar amount and quantity purchased, the unit prices paid and the dosage rates utilized.

(c) The most recent chemical analyses for each water system conducted by a certified laboratory covering the inorganic, organic turbidity, microbiological, radionuclide, secondary and unregulated contaminants specified in Chapter 62-550, F.A.C.

(d) All water and wastewater plant operating reports for the test year and the year preceding the test year.

(e) The most recent sanitary survey for each water plant and inspection report for each wastewater plant conducted by the health department or the Department of Environmental Protection (DEP).

(f) All health department and DEP construction and operating permits.

(g) Any Notices of Violation, Consent Orders, Letters of Notice, or Warning Notices from the health department or DEP in the previous five years.

(h) A list of all field employees, their duties, responsibilities, and certificates held, and an explanation of each employee's salary allocation method to the utility's capital or expense accounts.

(i) A list, by serial number and description, of all vehicles owned or leased by the utility showing the original cost or annual lease expense, who the vehicle is assigned to, and the method of allocation to the utility.

(j) A list, by customer, of all complaints received during the test year, with an explanation of how each complaint was resolved.

(k) A copy of all customer complaints that the utility has received regarding DEP secondary water quality standards during the past five years.

(4) If a utility is requesting uniform rates for systems that are not already combined in a uniform rate, the information required by this rule must be submitted on a separate basis for each system that has not already been combined in a uniform rate. For those systems already combined in a uniform rate, the utility must submit the required information as a single system. At a minimum, the following schedules of Form PSC 1030 (12/20), described above, must be filed on a combined basis for all systems included in the filing: A-1, A-2, A-3, A-16, B-1, B-2, B-3, B-4, B-5, B-10, B-11, B-12, plus all "C," "D" and "E" schedules (no "F" schedules are required).

(5)(6) In proposing rates, each the utility must shall use the base facility and usage charge rate structure, unless an alternative rate structure is adequately supported by the applicant. The base facility charge incorporates fixed expenses of the utility and is a flat monthly charge. This charge is applicable as long as a person is a customer of the utility, regardless of whether there is any usage. The usage charge incorporates variable utility expenses and is billed on a per 1,000 gallon or 100 cubic feet basis in addition to the base facility charge. The rates are first established with the 5/8" x 3/4" meter as the foundation. For meter sizes larger than 5/8", the base facility charge shall be based on the usage characteristics.

Rulemaking Authority 350.127(2), 367.0812(5), 367.121 FS. Law Implemented 367.081, 367.0812, 367.082 FS. History—New 6-10-75, Amended 10-16-77, 3-26-81, Formerly 25-10.176, Amended 11-10-86, 6-25-90, 11-30-93,

_____.

25-30.438 Information Required in Application for Rate Increase From Utilities with Related Parties.

If the system for which a rate increase is sought has a “related party” which is a land developing company, the applicant shall, for the system(s) concerned, submit copies of the developer’s offering statements as filed with the Division of Land Sales, Department of Business Regulation. “Related party” is defined by Financial Accounting Standards Board, FASB 57, App. B paragraph 24(f), March 1982. Developer’s offering statements submitted to the Commission in a prior docket may be eliminated from this filing by indicating the docket number the offering statement(s) were filed in. In addition, the applicant shall submit a statement relative to the amount of the land sales purchase price which is allocated for the cost of constructing the applicant’s facilities, the amount for connection collected from the purchasers or lots, or any water or wastewater service availability charges.

Rulemaking Authority 367.121 FS. Law Implemented 367.081 FS. History—New 11-10-86, Repealed.

25-30.438 Information Required in Application for Rate Increase From Utilities with Related Parties.

Rulemaking Authority 367.121 FS. Law Implemented 367.081 FS. History—New 11-10-86, Repealed.

25-30.4385 Additional Rate Information Required in Application for Rate Increase.

The utility shall file an original and three copies of all revised tariff sheets for each service classification in which any change is proposed, except those tariff sheets in which the only change is to the service rates.

Rulemaking Authority 350.127(2), 367.121 FS. Law Implemented 367.081, 367.121 FS. History—New 11-30-93, Repealed.

25-30.4385 Additional Rate Information Required in Application for Rate Increase.

Rulemaking Authority 350.127(2), 367.121 FS. Law Implemented 367.081, 367.121 FS. History—New 11-30-93, Repealed.

25-30.440 Additional Engineering Information Required of Class A and B Water and Wastewater Utilities in an Application for Rate Increase.

Each applicant for a rate increase shall provide two copies of the following engineering information to the Commission, with the exception of subsection (1), of which only one copy is required.

- (1) A detailed map showing:
 - (a) The location and size of the applicant's distribution and collection lines as well as its plant sites, and
 - (b) The location and respective classification of the applicant's customers.
- (2) A list of chemicals used for water and wastewater treatment, by type, showing the dollar amount and quantity purchased, the unit prices paid and the dosage rates utilized.
- (3) The most recent chemical analyses for each water system conducted by a certified laboratory covering the inorganic, organic turbidity, microbiological, radionuclide, secondary and unregulated contaminants specified in Chapter 62-550, F.A.C.
- (4) All water and wastewater plant operating reports for the test year and the year preceding the test year.
- (5) The most recent sanitary survey for each water plant and inspection report for each wastewater plant conducted by the health department or the Department of Environmental Protection (DEP).
- (6) All health department and DEP construction and operating permits.
- (7) Any Notices of Violation, Consent Orders, Letters of Notice, or Warning Notices from the health department or the DEP in the previous five years.
- (8) A list of all field employees, their duties, responsibilities, and certificates held, and an explanation of each employees' salary allocation method to the utility's capital or expense accounts.
- (9) A list, by serial number and description, of all vehicles owned or leased by the utility showing the original cost or annual lease expense, who the vehicle is assigned to, and the method of allocation to the utility.
- (10) Provide a list, by customer, of all complaints received during the test year, with an explanation of how each complaint was resolved.
- (11) Provide a copy of all customer complaints that the utility has received regarding DEP secondary water quality standards during the past five years.

11-10-86, Amended 6-25-90, 2-10-15, Repealed

25-30.440 Additional Engineering Information Required of Class A and B Water and Wastewater Utilities in an Application for Rate Increase.

Rulemaking Authority 350.127(2), 367.0812(5), 367.121 FS. Law Implemented 367.081, 367.0812 FS. History—New 11-10-86, Amended 6-25-90, 2-10-15, Repealed

25-30.443 Minimum Filing Requirements for Class C Water and Wastewater Utilities.

(1) A Class C Utility seeking a rate increase shall submit an application which contains the information required by Rules 25-30.436, 25-30.4385, 25-30.440, 25-30.4415 and 25-30.442, F.A.C.

(2) Each Class C Utility seeking a rate increase shall also provide the information required by Commission Form PSC/AFD 18 (6/90), entitled “Financial, Rate and Engineering Minimum Filing Requirements – Class C Utilities” which is incorporated into this rule by reference. The form may be obtained from the Director, Division of Accounting and Finance, Florida Public Service Commission, 2540 Shumard Oak Boulevard, Tallahassee, Florida 32399-0850. In compiling the required schedules, additional instructions are set forth below:

(a) Each section of this form shall be indexed and tabbed, including a table of contents listing the page numbers of each schedule.

(b) If information requested in the form described above is not applicable to the applicant, so state and provide an explanation on the specific schedule.

(c) If a projected test year is used, provide a complete set of the Commission Form PSC/AFD 18 (6/90), entitled “Financial, Rate and Engineering Minimum Filing Requirements – Class C Utilities” (as described above) which require a designation of historical or projected information. Such schedules shall be submitted for the historical base year, and any projected year subsequent to the base year and prior to the projected test year, in addition to the projected year. If no designation is shown on a schedule, submit that schedule for the test year only. In lieu of providing separate pages for the above required schedules, the information required can be combined on the same page by adding columns. In the rate base schedules, Section A, the beginning and end-of-year balances shall be shown. For any intermediate period or year, only the year-end balance shall be shown. If a historical test year is used, Schedule E-5 will not be required. A schedule shall also be included which describes in detail all methods and

bases of projection, explaining the justification for each method or basis employed.

(d) Only two copies of Schedule E-6, entitled Billing Analysis Schedules shall be filed with the application. Each copy shall be submitted in a separate binder from the other required information.

(e) In designing rates, the base facility and usage charge rate structure shall be utilized for metered service.

(3) Within 60 days after the issuance of a final order entered in response to an application for increased rates, or, if applicable, within 60 days after the issuance of an order entered in response to a motion for reconsideration of such final order, each utility shall submit a breakdown of actual rate case expense incurred, in total, in a manner consistent with Schedule No. B-10 (PSC/AFD Form 19-W, as described in Rule 25-30.437, F.A.C.). If this deadline cannot be met, an extension shall be granted by the Director of the Division of Accounting and Finance for good cause shown.

(4) If a petition for interim rates is filed, a utility shall demonstrate that it is earning outside the range of reasonableness on rate of return calculated in accordance with Section 367.082(5), F.S. To demonstrate this, the utility shall submit schedules of rate base, cost of capital and net operating income on an historical basis, with schedules of all adjustments thereto, consistent with Commission Form PSC/AFD 18 (6/90), described above.

(5) If a utility is requesting uniform rates for systems that are not already combined in a uniform rate, the information required by this rule must be submitted on a separate basis for each system that has not already been combined in a uniform rate. For those systems already combined in a uniform rate, the utility should submit the required information as a single system. At a minimum, the following schedules of Form PSC/AFD 18 (6/90), described above, shall be filed on a combined basis for all systems included in the filing: A-1, A-2, A-3, A-16, B-1, B-2, B-3, B-4, B-5, B-10, B-11, B-12, plus all "C", "D" and "E" schedules (no "F" schedules are required).

Rulemaking Authority 350.127(2), 367.121 FS. Law Implemented 367.081, 367.082 FS. History—New 6-25-90, Amended 11-30-93, Repealed_____.

25-30.443 Minimum Filing Requirements for Class C Water and Wastewater Utilities.

Rulemaking Authority 350.127(2), 367.121 FS. Law Implemented 367.081, 367.082 FS. History—New 6-25-90, Amended 11-30-93, Repealed_____.