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Listed below is: **R746-700-50. Information for a General Rate Case Application for a Water Corporation.**

[The Division has added comments and examples to assist you in providing the necessary information in order to file a water utility company rate case].

An applicant shall be in compliance with the reporting requirements of R746-400 prior to submitting an application for a general rate case. If the applicant is not in compliance with that rule, the applicant shall first submit any missing reports prior to submitting an application for a general rate case. An applicant submitting a general rate case application shall provide the following information with the application:
Please make sure that all of your Annual Water Reports are filed and up to date.

Legal Name of the Water Company

Pineview West Water Company

Address of the Water Company

Peter Turner, 828 Radford Lane, Eden, UT 84310
Accounting: Brenda Head, Lewis R. Child & Company, PC, 2784 Jefferson Ave, Ogden, UT 84403 (this info also applies to D.1.)

Contact Person's Phone Number

(801) 675-1711

Email address

pwwceden@gmail.com

A. General Information:

1. Most recent Division of Drinking Water certification/report.
   (Requires Attachment)
   Send in your latest Drinking Water report.

2. Certificate of Public Convenience and Necessity Number granted by the Commission and its date.

   2438 09/30/2004

3. Date the utility started operation.

   01/01/1971

4. The number of connections approved and current area served, which may be shown by service area map.
   (Requires Attachment)
   This information should be in your CPCN or from Drinking Water. You do not need the official map for this.

5. Ownership and officers.
   If unsure, this is found on your Annual Water Report

   Shareholder owned
   Peter Turner, president
   John Durig, Vice-president
   Susan Allen, Treasurer

6. Associated companies (if any).

   none

7. A copy of its current tariff.
   (Requires Attachment)
   Attach a copy of your current tariff.

B. Engineering Information.

   1. Source of water supply

      2 culinary wells, 1 connection to Ogden City water supply, 1 secondary well, su

   2. Information for all Wells (General Description)

      Well 2 (c) 10gpm, well 3 (c) 15gpm, well 4 (s) 80gpm.

   3. Mains and meters information
      Pressurized underground mains. All connections are metered.
      There are 82 connected customers and 37 standby customers, for a total of 119.

   4. Reservoirs information

      Lower tank (52,800 glallons), Upper tank 62,300 gallons.

   5. Storage capacity

      115,100 gallons

6. Service deficiencies and remedies

List any disruption in service in the past two years & the remedy to correct it

No disruptions in water deliver during the last two years.

7. Service quality

Briefly describe the system's overall service history

Service and maintenance is handled by certified water operator, Matt Summers, Eden, UT. No service interruptions in the last 2 years.

8. Additions or improvements in the last five years

Briefly list any additions or improvements. Use separate paper if necessary.

Original system before 2008, system communication destroyed by new developer ~2008, SCADA telemetry system installed 2014, Ogden City booster pumps replaced and above ground pump hose installed 2014, SCADA telemetry controls added to secondary system 2019.

9. Any anticipated additions or improvements

Briefly list any anticipated additions or improvements. Use separate paper if necessary.

Replace well 2, new wireless water meters, conservation rates, reduce IPS points assessed by Div of Drinking Water.

10. Efforts to encourage conservation

Briefly describe any efforts the company has undertaken to encourage conservation.

Installation of meters and steeply escalating rates for secondary system users. Force culinary only new water users to sign CCR acknowledgment letters. and educate water abusers. Education is not effective. Escalating water rates are extremely effective.

C. Customer Connection Information

1. Each connection identified by unique lot number or address
2. The date first put into service
3. Whether metered or unmetered.
4. Whether classified as residential or commercial
5. The water usage per month or billing cycle, showing minimum and overage gallons used
6. The amount billed per month or billing cycle
7. The anticipated growth, showing minimum and overage gallons used
8. Water usage and billings projected for the next three Years

   This information (C.1-8) should be presented on a schedule containing the information above.

9. Information on any secondary/irrigation water system (the same information as C. 1, 2, 5, 6, 7 and 8 above).
   Same as above.

Not Required

10. Identification whether secondary water is distributed through the culinary system.
    Yes or No. If yes, please explain.

    No. It is through a separate diversion, distribution and storage system.

D. Accounting and Financial Data, which shall include the prior two complete years and current up to the date of general rate case application, unless otherwise specified:

1. Identification (contact information) for any accountant used by the utility.

2. Copies of the General Ledger.
   (Requires Attachment)
   This is a printout from your accounting package or accountant. If you do not have a general ledger please describe how your accounting system works on a separate page.

3. Copies of the Balance Sheet
   (Requires Attachment)
   The format of the balance sheet should be the same as the 'Balance Sheet' on your Annual Water Report.

4. Copies of the Income Statement
   (Requires Attachment)
   The format and amounts on this income statement should be the same as the 'Income Statement' on your Annual Water Report.

5. Pro Forma Income Statements, categorized by the National Association of Regulatory Utility Commissions, NARUC, System of Accounts, to include:

a. the prior two years of revenues and expenses, and
b. the projected revenues and expenses for the next two years, to include the Company's anticipated growth rate and requested rate increase.

   (Requires Attachment)
   The format of the pro forma income statement is the same format as the 'Income Statement' on your Annual Water Report and in item 4 above. The NARUC account numbers are also listed on the income statement found in the Annual Water Report. I have attached a copy of an MS EXCEL spreadsheet to assist you. Please follow the directions on it and include all necessary documentation. It is titled "Revenues and Expenses Template for Rate Case.xlsx"

6. A copy of or the utility's check register
   (Requires Attachment)
   This is usually available through your accounting program or your accountant. If those are not available, then use a copy of your hand-written check register and bank statements.

7. Billing documentation/reports, tied back to the tariff rates
   (Requires Attachment)
   This is to ensure that the rates listed on your approved tariff are being used.

   This is something that the Division checks in its review of your records and can be done then.

8. Information on the utility plant, including, but not limited to:

a. Acquisition date,
b. Acquisition price or cost,
c. Salvage value,
d. Expected useful life,
e. Annual depreciation amount per asset,
f. Accumulated depreciation per asset and reconciled to the total accumulated depreciation amount to the most recent Annual Report. (If these amounts do not match the most recent Annual Report provide detailed explanations for any needed adjustments),

   (Requires Attachment)
   This is your depreciation schedule. The tab labeled 'Assets and Depreciation (INPUT) on your Annual Water Report contains all of the required information.

g. If an asset was donated [to the water company by the developer], the amount applied to Contribution in Aid of Construction per asset,

h. If donated, the accumulated amortization of the Contribution in Aid of Construction per asset and reconciled to the total accumulated amortization amount to the most recent Annual Report. (If these amounts do not match the most recent Annual Report provide detailed explanations for any needed adjustments), and

(Requires Attachment)

For g. and h. above, the tab labeled 'Contribution In Aid (INPUT)' on your Annual Water Report contains all of the required information. Since Contribution in Aid can be confusing if you are not familiar with it, the Division can assist you during the rate case process to ensure that it is properly accounted for.

i. Projected future asset purchases for the next three years, providing the estimated acquisition date and price.

Briefly describe anticipated asset purchases for the next three years. Use separate paper if needed.

Replace culinary well 2.
Purchase wireless meters, 2020. They were ordered 5/4/20 at a cost of $20,701.82 for parts only. Installation is in addition to that.

~~9. Copies of tax returns for the prior two complete years.~~

Not Required

10. Information on all Notes Payable, Loans, and other Obligations, This will include all outstanding and those retired within the past two years, including:

a. Interest rate,
b. Beginning date,
c. Date of last scheduled payment (the Loan pay-off date),and
d. Amount of payment

Please list all debts and provide the information requested above. If the Division needs additional information or details they will notify you during the rate case process. Use a separate page if needed.

No loans or notes payable.

This is the last input field on this form. Please see subsequent page(s) for additional information required.

E. Customer Notice Information

1. A copy of any notice sent to customers notifying them that the utility is seeking a rate increase.

(Requires Attachment)

Please attach any documentation verifying that the company has notified its customers of the upcoming rate case.

In addition to the above, the company filing for a rate increase should include a **Cover Letter** containing the following information:

☐ The full legal name of the water company.
☐ How many connections the water company has been approved for.
☐ How many connections and standby customers the company has now.
☐ A statement that the company is seeking a rate increase.
☐ An explanation of why the company is seeking a rate increase.
☐ The last time the company raised its rates.
☐ A chart listing all rates, charges and fees contained in the company's currently approved tariff with a column showing all rates, charges and fees for which it proposes changes.
☐ Any additional information the company deems important.

Other items to remember.

- Your cover letter must be in MS WORD.
- Pursuant to the change to R746-100 effective 02/07/2012, PDF's are no longer acceptable. Documents must be filed in original format.
- Your attachments must be in MS WORD, Word Perfect or MS EXCEL. Most accounting programs have an option to save its data to MS EXCEL, please use this option.
- A filing is not complete until all required copies are provided to the commission. A complete filing includes:
  - An electronic version that may be transmitted electronically to the e-mail address the Commission designates or presented in electronic media, i.e. CD.
  - For more filing requirements go to the Commission website at: https://psc.utah.gov/psc-filing-requirements/