



Control Number: 42963



Item Number: 3

Addendum StartPage: 0

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PUBLIC UTILITY COMMISSION

TEXAS NATURAL RESOURCE CONSERVATION COMMISSION

Protecting Texas by Reducing and Preventing Pollution

February 27, 2002

Mr. Don R. Badeaux
City of Lyford
702 South Arroyo
Los Fresnos, Texas 78566

RE: Declaration of Administrative Completeness
Name: City of Lyford
Registrations Numbers: A1326 (Water) and A1327 (Sewer)
Administrative Review Number: A-239-1
Type of Application: Obtain CCN
County: Willacy

Dear Mr. Badeaux:

The above referenced application was received by the Water Quality Applications Team on December 19, 2001. An administrative review of the application was conducted and a Notice of Deficiency letter was sent to you on January 7, 2002. Your response was received on February 25, 2002. The application was declared administratively complete on February 27, 2002.

This application has been forwarded to Ms. Michelle Abrams, Rate Analysis & Plan Review Team, Utilities & Districts Section (Mail Code 153), Water Permits & Resource Management Division, for a technical review. If during the course of the technical review additional information is needed, you will be notified of the deficiency and be requested to supplement the application.

You may contact Ms. Abrams at (512) 239-6014 if you have questions regarding the technical evaluation of your application. If you have questions regarding the administrative review, please contact Cindy Cavazos at (512) 239-4561.

Sincerely,

A handwritten signature in cursive script that reads "Cindy Cavazos".

Cindy Cavazos
Water Quality Applications Team (Mail Code 156)
Permits Administrative Review Section
Registration, Review & Reporting Division

cc: TNRCC Region 15, Water Program Manager

Checklist For Obtaining or Amending CCN

Purpose of Application:

Administrative Review # A-239-1

☒ Obtain New Water CCN
Registration # A 1326

☒ Obtain New Sewer CCN
Registration # A 1327

☐ Amend Water CCN # _____ ☐ Amend Sewer CCN # _____

☒ Utility Name (Item 1 on page 5 of the application)

☒ Utility Address (Item 1 on page 5 of the application)

☒ Original and three copies of application received (Item 2 on page 2 of Instructions & Checklist)

If the applicant is a For-Profit Corporation:

- ☐ copy of the corporation's "Certification of Account Status" from the Texas State Comptroller of Public Accounts (1.C.i.)
- ☐ corporation's charter number as recorded with the Office of the Texas Secretary of State (1.C.ii.)

If the applicant is a Water Code Chapter 67 water supply or sewer service corporation or other non-profit corporation:

- ☐ copy of the Articles of Incorporation and By-Laws (1.D.i)
- ☐ corporation's charter number as recorded with the Office of the Texas Secretary of State (1.D.ii)

☒ **Governmental Agencies:** Federal, city, or local government-type entities. Examples: I.S.D.; County; State Agencies; Federal Agencies; Water Authority.

☒ County(ies) Willacy Field Office 15 (Harlingen)

☒ Filing Fee \$100 (Page 4 of Instructions and Check List)

☒ If within city limits, need franchise, permit, or consent granted by the city (2.C.)

☒ subdivision plat or engineering plans or other large scale map (2.E.i.)

☒ small scale location map delineating the proposed service area OR a copy of the TNRCC official CCN map (2.E.ii)

☒ oath

☒ notice to neighboring systems and cities (7.G)

☒ notice for publication (7.F.)

☒ notice to customers of IOUs in Proposed Area (7.H)

☒ have you received any request for service in the requested service area (2.B)

☒ decertification agreement, if applicable (2.D) 12/13

☒ certified copy of most current water and/or sewer agreement (5.G.iv)

New System Information or Utilities Requesting a CCN for the First Time:

- ☒ list of all public drinking water supply systems or sewer systems within a 2 mile radius (4.A.i)
- ☒ copies of written request seeking to obtain service (4.A.ii)
- ☒ copies of written responses from each system or evidence that they did not reply (4.A.iii)
- ☒ if constructing a new system - need approved plans and specifications or engineering report
 - ☐ plans and specifications Log Number: _____
- ☐ if operating without a CCN - "as built" plans and specs or plan approval letter
- ☒ analysis of all necessary costs for constructing, operating, and maintaining the system for first five years (6.A.i)
- ☒ projected profit and loss statements for first five years (6.A.ii)
- ☒ proposed rate schedule or tariff (6.A.iii)
- ☐ number of existing and/or proposed connections

778-water
103-sewer

Existing System Information:

- ☐ PWS ID numbers for water system(s) (5.A.i)
- ☐ discharge permit number for sewer system(s) (5.A.ii)
- ☐ copy of the most recent inspection report letter and response of utility (5.A.iv and 5.A.v)
- ☐ number of existing and/or proposed connections _____
- ☐ profit and loss statement and current balance sheet (6.B.i)
- ☐ proposed rate schedule or tariff (6.B.ii)
- ☐ identify any funds you are required to accumulate and restrict by lenders or capital providers

Checklist For: Rate Change; Surcharge Sampling Fee Rate; Obtaining CCN;
Amending CCN; and, Sale, Transfer, or Merger of CCN's

☒ Applicant Name

☒ Utility Name

☒ If applicant is not an individual:

☐ **Corporation:**

☐ Check with Secretary of State (SOS) (463-5555) to verify whether or not corporation is active. Check spelling with SOS against the way name is submitted in Item 1. (Permit must be written in name as filed with SOS.) Place "check-mark" and write "Active" on application by the item to show that it has been verified. The applicant must show a status of "Active" before the application can be processed further. (If not listed with SOS, either they are another type entity **OR** they do not have authority to do business in Texas.)

☐ **Those entities subject to state franchise taxes:** If applicable, check with Comptroller (1-800-252-1386) to verify that: (1) entity is in good standing; (2) tax identification number is correct; and, (3) print document from Comptroller's FTSTAT screen showing to be in good standing at time application processed. (NOTE: Application cannot be processed if entity not in good standing.)

☐ **Partnership --** Verify with Secretary of State (SOS) that partnership is registered, active, and has a charter number. Check spelling with SOS against the way name is submitted in Item 1. Place "check-mark" and write "active" on application to show that it has been verified. **OR** if the partnership is not listed with the SOS, a **copy of the partnership agreement** is provided by the applicant. The agreement must (1) give the name of the partnership as provided on the application for permit; (2) give names of partners; (3) bear signatures of the partners; and (4) state the terms of the partnership.

☒ **Governmental Agencies:** Federal, city, or local government-type entities confirm the legal name of the agency when possible, using TNL City official book, State Directory. Examples: I.S.D.; County; State Agencies; Federal Agencies; Water Authority.

☒ Utility Mailing Address

☒ County *Wilacy - 15*

☒ CCN Number (new CCN numbers will be assigned when approved)

☒ Contact person's name, mailing address, and telephone number

☒ Number of Customers *W-778 S-603/03*

☒ Filing Fees for Rates: <100 connections is \$50
100-200 connections is \$100
201-500 connections is \$200
>500 connections is \$500

☒ Application/Filing Fees

- ☒ CCN new and amendments: \$100
- ☐ CCN Sale, Merger, and Transfer: <100 connections is \$50
100-200 connections is \$100
201-500 connections is \$200
>500 connections is \$500

- ☐ Rates: <100 connections is \$50
100-200 connections is \$100
201-500 connections is \$200
>500 connections is \$500

☒ Fees paid (send e-mail to Karen Maloy and Wanda Dunlap using PWS-public water system number)
(If fees are not paid and a NOD/ARL letter is being sent, request payment.)

N/A

- ☐ PWS
- ☐ Lab
- ☐ Regulatory Assessment

Required For CCN's:

- ☒ NA If obtaining or amending CCN and CCN within city limits, need city consent or franchise agreement
- ☒ If obtaining or amending CCN (new & non-profit), need copy of Articles of Inc. and By Laws or partnership agreement
- ☐ Obtaining or Amending CCN applications consist of:
 - ☒ application *need 3 copies of entire app*
 - ☒ audit, balance sheets
 - ☒ oath
 - ☒ notices to neighboring utilities, publishers, customers
 - ☒ large scale map - State Highway/County Map
 - ☒ copy of the TNRCC official CCN map
 - ☒ tariff or rate sheet
 - ☒ plans and specifications
 - ☐ if constructing a new system - need plans and specifications
 - ☐ if only amending an area with no construction - Inspection Report and response
 - ☒ if operating without a CCN - "as built" plans and specs or plan approval letter and Inspection Report and response
 - ☐ if constructing a new system or a new CCN requests for service from utilities within 2 miles

☐ **Sale, Transfer, or Merger of CCN applications consist of:**

- ☐ application
- ☐ oath from Buyer and Seller
- ☐ notices to:
 - ☐ neighboring utilities
 - ☐ publishers (need only publishers affidavit - Form B - if amending CCN also)
 - ☐ customers
- ☐ if amending notices to neighboring utilities, publishers, customers
- ☐ large scale State Highway/County Map
- ☐ copy of TNRCC official CCN map
- ☐ tariff or rate sheet
- ☐ inspection report and utilities response of utility being sold
- ☐ contingent contract agreement or other document supporting sale
- ☐ list of customers, deposits held, interest accrued

NOTE: If file is returned on an existing system (excluding political entities) operating without a CCN, the letter returning the application will have a cc to Program Staff.