

Control Number: 45369



Item Number: 2

Addendum StartPage: 0

RECEIVED

APPLICATION OF CITY OF §  
COTTONWOOD SHORES TO §  
AMEND ITS CERTIFICATES OF §  
CONVENIENCE AND NECESSITY §  
IN BURNET COUNTY §

PUBLIC UTILITY COMMISSION  
2015 DEC 2 AM 10:37  
PUBLIC UTILITY COMMISSION  
OF TEXAS FILING CLERK

**ORDER NO. 1  
REQUIRING COMMENTS ON ADMINISTRATIVE COMPLETENESS AND NOTICE;  
REQUESTING PROCEDURAL SCHEDULE, AND  
ADDRESSING OTHER PROCEDURAL MATTERS**

**I. Application**

On November 20, 2015, the City of Cottonwood Shores (Cottonwood Shores) filed with the Public Utility Commission of Texas (Commission) an application to amend its water certificate of convenience and necessity (CCN) No. 13185 and sewer CCN No. 21051 in Burnet County. Cottonwood Shores seeks to amend its CCNs to provide water and sewer services to an area east of the city limits.

**II. Requiring Comments on the Administrative Completeness of Application and Proposed Notice**

Pursuant to 16 Tex. Admin. Code § 24.8(a) (TAC), on or before **December 21, 2015<sup>1</sup>**, Commission Staff shall file comments on the administrative completeness of the application and proposed notice. On or before **December 21, 2015**, the Company and Commission Staff shall file comments/recommendations regarding how this petition should be processed and propose a procedural schedule. Notice of this application will appear in the December 11, 2015, issue of the *Texas Register*.

**III. Discovery**

Discovery may proceed informally; however, objections to Requests for Information (RFIs) must be filed and served within 10 days of receiving the RFI. Objections shall include a

---

<sup>1</sup> The 30<sup>th</sup> calendar day after the application was filed is Sunday, December 20, 2015; however, the Commission is not open for business this day. 16 TAC § 22.4 extends the deadline until the following business day.

2

statement that negotiations were conducted diligently and in good faith. If the parties are unable to resolve a discovery dispute, a motion to compel a response to an RFI must be filed and served within five (5) working days of receipt of an objection. The motion to compel shall specify the grounds for the motion.

#### **IV. Filings**

Unless otherwise specified, an original and ten copies of documents relating to this proceeding must be filed with the Commission filing clerk according to 16 TAC § 22.71. A copy of each document filed with the Commission must also be served on all parties as provided in 16 TAC § 22.74. All filings can be accessed on the PUC Interchange, <http://interchange.puc.texas.gov>.

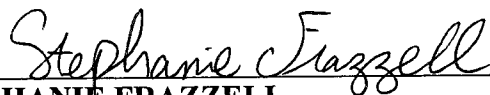
All parties shall provide their current addresses, telephone and facsimile numbers, if available, to all other parties and the Commission by filing and serving all parties with such information. Each party shall provide the Commission and all parties with updated address, telephone, and facsimile information if such information changes. The telephone and facsimile numbers will be placed on the service list for the convenience of the parties. Parties are responsible for updating their own service lists to reflect changed information and the addition of any other parties.

#### **V. Ex Parte Communications**

Pursuant to 16 TAC § 22.3(b)(2) *ex parte* communications with the administrative law judges and presiding officer (collectively, ALJs) are prohibited. Parties shall communicate with the ALJs only through written documents filed with the Commission's Filing Clerk and served on all parties. Questions concerning this order or any other order must be submitted in writing, filed with the Commission, and served on all parties of record.

SIGNED AT AUSTIN, TEXAS the 2<sup>nd</sup> day of December 2015.

**PUBLIC UTILITY COMMISSION OF TEXAS**

  
\_\_\_\_\_  
**STEPHANIE FRAZZELL**  
**ADMINISTRATIVE LAW JUDGE**

Q:\CADM\Docket Management\Water\CCN\45xxx\45369-1 Amend CCN.docx