



Control Number: 47275



Item Number: 390

Addendum StartPage: 0

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**DOCKET NO. 47275**

<b>APPLICATION OF COMMONS</b>	<b>§</b>	<b>PUBLIC UTILITY COMMISSION</b>
<b>WATER SUPPLY, INC. FOR</b>	<b>§</b>	
<b>AUTHORITY TO CHANGE RATES</b>	<b>§</b>	<b>OF TEXAS</b>

**COMMONS WATER SUPPLY, INC.'S FIRST SUPPLEMENTAL RESPONSES TO  
COMMISSION STAFF'S FIFTH REQUEST FOR INFORMATION  
QUESTION NOS. STAFF 5-3 AND STAFF 5-9**

TO: Public Utility Commission of Texas, by and through its attorney of record, Margaret Uhlig Pemberton, Karen S. Hubbard and Eleanor D'Ambrosio, 1701 N. Congress Avenue, P.O. Box 13326, Austin, Texas 78711-3326.

COMES NOW, Commons Water Supply, Inc. ("Commons"), by and through their attorney of record, and files these first supplemental responses to Commission Staff's Fifth Request for Information Question Nos. 5-3 and 5-9.

Respectfully submitted,

**COZEN O'CONNOR**

By: /s/ Tammy Shea

Tammy Wavle Shea  
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**ATTORNEYS FOR COMMONS WATER  
SUPPLY, INC.**

390

### **CERTIFICATE OF SERVICE**

I, Tammy Shea, certify that a copy of this document was served on all parties of record in this proceeding on December 13, 2017, by regular mail, facsimile transmission, e-mail or hand-delivery.

/s/Tammy Shea  
Tammy Wavle-Shea

**PUBLIC UTILITY COMMISSION OF TEXAS**

**Docket No. 47275**

**REQUEST NUMBER: QUESTION NO. STAFF 5-3**

**COMPANY NAME:** Commons Water Supply, Inc.

**INFORMATION REQUESTED:**

**STAFF 5-3** Please provide a list of the specific duties related to the operations and maintenance of The Commons that are performed by any employee of The Signorelli Company grouped by employee.

**REQUESTED BY:** Commission Staff

**RESPONSE:**

CEO – The CEO oversees all employees who handle anything for the Commons Water Supply. There are many regulatory and management reports and reviews that the CEO regularly is involved in. The CEO is also involved in overseeing and approving overall system planning. Due to the regulatory requirements of the operations and maintenance of a water facility the CEO generally spends more time overseeing regulatory requirements that he spends on matters related to commercial and residential development.

Executive Vice President – The executive vice president deals directly with Gulf Utility at a management level to keep an eye on operations and maintenance costs as well as regularly visit facilities for reviews and inspections of plant operations and ensures regulatory requirements being met. The executive vice president also implements the overall system planning directives developed by the CEO and reviews and approves all work orders and invoices to ensure proper billing practices.

Development Manager – The development manager spends much of his or her time on-site reviewing work orders and maintenance and repairs of existing equipment. The development manager reports to the executive vice president and together they deal with keeping a low ceiling on O&M costs.

CFO – The CFO handles all financing for the CWS. This includes communication with the bank, regulatory requirements, reviewing of financial stability and reviewing of financial reporting to ensure proper cash management is in place. Due to the on-going operations of the business there is much more scrutiny of reporting than is the case with developing land to sell lots to builders.

Controller – The controller manages all internal process and controls for the handling of revenue, payments and general flow of managerial reporting. The controller also leads our general audit of financial information as it pertains to CWS. Due to the outsourcing of operations and management the controller has a much more hands on job scrutinizing our 3<sup>rd</sup> party operators to ensure fraudulent activities are being prevented.

Project Accountant – The project account spends much time reconciling billing reports and bank statements. Also included in the project accountant's duties are the design of internal reports (i.e., cash flows, budgeting, etc.) for review by all parties.

A/P Clerk – The A/P clerk provides payment services. Due to the higher than average invoice volume of the CWS operations the A/P clerk spends a great deal of time remitting payments and working with Gulf Utility to ensure proper invoices are being paid. The A/P clerk also posts journal entries as needed,

Receptionist – The receptionist handles the higher than average call volume as well as all incoming mail and inquiries.

PR Director – The PR director handles all customer interactions. The CWS has over 900 customers so interacting with customers and ensuring needs are met and complaints are fixed is a must for our company.

#### **SUPPORTING WITNESS:**

Will De La Rosa

*The foregoing response to the above information request is accurate and complete, and contains no material misrepresentations or omissions based upon present facts known to the undersigned. The undersigned agrees to immediately inform the Requestor if any matters are discovered which would materially affect the accuracy or completeness of the information provided in response to the above information request.*

**Signature of Company Representative**

Will De La Rosa

**PUBLIC UTILITY COMMISSION OF TEXAS**

**Docket No. 47275**

**REQUEST NUMBER: QUESTION NO. STAFF 5-9**

**COMPANY NAME:** Commons Water Supply, Inc.

**INFORMATION REQUESTED:**

**STAFF 5-9** Please provide the tax returns filed by The Commons, or by the entity that included the operations of The Commons, for each year beginning in 2005 and ending in 2014 tax year.

**REQUESTED BY:** Commission Staff

**RESPONSE:** See Confidential Attachment 5-9 (CD). This attachment contains information that is confidential pursuant to the protective order issued in Docket 47275.

**SUPPORTING WITNESS:**

Will De La Rosa

*The foregoing response to the above information request is accurate and complete, and contains no material misrepresentations or omissions based upon present facts known to the undersigned. The undersigned agrees to immediately inform the Requestor if any matters are discovered which would materially affect the accuracy or completeness of the information provided in response to the above information request.*

**Signature of Company Representative**

Will De La Rosa

**5-9**

**(CONFIDENTIAL)**  
**(CD)**