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PUBLIC UTILITY COMMISSION  
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APPLICATION OF MONARCH	§	BEFORE THE STATE OFFICE
	§	
UTILITIES I, L.P. TO CHANGE RATES	§	OF
	§	
FOR WATER AND SEWER SERVICE	§	ADMINISTRATIVE HEARINGS

**SOAH ORDER NO. 6  
ADDRESSING PROCEDURAL MATTERS**

**I. ZOOM INSTRUCTIONS**

The hearing on the merits in this matter is set for December 7 through 11, 2020, to be held using the Zoom videoconference platform.

Paste the following link into your web browser and enter the meeting ID and Passcode:  
<https://soah-texas.zoomgov.com/j/1613185876?pwd=TVY5N1VBYjB2ZTc5WWpJRmE4bDFMZz09>

**Meeting ID: 161 318 5876**

**Passcode: \*HY7Ca**

Parties may also dial in telephonically using one of the following numbers and enter the meeting ID and passcode (note the telephone passcode is different from web passcode):

**+1 669 254 5252**

**+1 646 828 7666**

**Meeting ID: 161 318 5876**

**Passcode: 375461**

**II. ADDRESSING OTHER PROCEDURAL MATTERS**

- Applicant shall obtain a court reporter service for the hearing and notify the parties of the court reporter service to be used at the hearing as soon as possible.

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- Prior to the hearing, the parties shall arrange to provide a copy of their exhibits and exhibit list directly to the court reporter service.
- Prior to the hearing, the parties shall file, via email as directed above, a witness list with the names and contact information for the witnesses they intend to call to testify during the hearing. The parties shall also apprise the ALJs of the intended order of presentation of witnesses. Moreover, the parties shall file an accompanying list of witnesses for whom all parties agree that cross examination has been waived.
- Prior to the hearing, the parties must provide to witnesses all documents necessary for their effective participation in the hearing. Parties should also speak to the witnesses they intend to call to testify and advise them on the procedures to participate in the video hearing.
- Prior to the hearing, the parties shall also deliver four hard copies of the exhibits (two appeals copies and two ALJ copies) to SOAH's offices.<sup>1</sup>
- At the commencement of the hearing, the parties should submit a proposed agreed briefing outline, identifying any uncontested issues and be structured to serve as a table of contents for the Proposal for Decision that will be issued in this case.
- Applicant shall confer and assist parties to ensure the appropriate hard copies are received by the court reporter.
- This order in no way supersedes any previous procedural order.
- In the event that the parties reach a settlement or otherwise intend to seek a continuance they shall contact the ALJs' assistant, Nadia Martinez, at [nadia.martinez@soah.texas.gov](mailto:nadia.martinez@soah.texas.gov) and informally apprise her of the fact in addition to making the requisite formal filings.

**SIGNED: December 2, 2020.**



DANIEL WISEMAN  
ADMINISTRATIVE LAW JUDGE  
STATE OFFICE OF ADMINISTRATIVE HEARINGS



METRA FARHADI  
ADMINISTRATIVE LAW JUDGE  
STATE OFFICE OF ADMINISTRATIVE HEARINGS

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<sup>1</sup> The hard copies for the two ALJs and the appeals copies should be delivered to SOAH Room 504,5th Floor, William P. Clements Building, 300 West 15th Street, Austin, Texas. The record copy should be provided to the court reporter using instructions obtained from the court reporter.