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**DOCKET NO. 51006**

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| **APPLICATION OF MANVEL TERRACE** | § | **PUBLIC UTILITY COMMISSION** |
| **UTILITIES, INC. FOR A PRICE INDEX** | § | |
| **RATE ADJUSTMENT** | § | **OF TEXAS** |

## ORDER NO. 1
### REQUIRING COMMENTS ON ADMINISTRATIVE COMPLETENESS AND NOTICE; AND ADDRESSING PROCEDURAL MATTERS

### I. Application

This Order addresses the July 6, 2020, application of Manvel Terrace Utilities, Inc. for a price index rate adjustment. Manvel holds water certificate of convenience and necessity (CCN) number 12080.

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

Under 16 Texas Administrative Code (TAC) § 24.49(d), if additional information is required to process the application, Commission Staff must file a notification to the utility on or before July 16, 2020.

The application is required to be reviewed for administrative completeness within 30 calendar days of receipt of the application. By August 5, 2020, Commission Staff must file comments on the administrative completeness of the application and notice. Further, if Commission Staff recommends that the application be deemed administratively complete, Commission Staff must also file a recommendation on final disposition, including, if necessary, a proposed tariff sheet reflecting the requested rate change.

### 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 must include a 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 working days of receipt of an objection. The motion to compel must specify the grounds for the motion.

## IV.     Filing Requirements

Unless otherwise specified, an original and ten copies of documents relating to this proceeding must be filed with the Commission's filing clerk in accordance with 16 Texas Administration Code (TAC) § 22.71. **In light of the Commission's Order entered in Docket No. 50664, this requirement will be considered satisfied if pleadings are filed with the Commission through the Interchange on the Commission's website until the Governor's disaster declaration is terminated.**[1]

A copy of each document filed with the Commission must also be served on all parties as required by 16 TAC § 22.74. All filings can be accessed on the PUC Interchange webpage at, http://interchange.puc.texas.gov.

All parties are required to provide their current addresses, **e-mail addresses**, telephone and fax numbers, if available, to all other parties and to the Commission by filing and serving all parties with such information. Each party must provide the Commission and all parties with updated address, **e-mail address**, telephone, and fax information if such information changes. The **e-mail addresses**, telephone and fax numbers will be included 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

*Ex parte* communications with the administrative law judge (ALJ) are prohibited under 16 TAC § 22.3(b)(2). Parties must communicate with the ALJ 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.

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[1] *See Issues Related the State of Disaster for Coronavirus Disease 2019*, Docket No. 50664, Order (Mar. 16, 2020) (requiring pleadings and documents to be filed with the Commission solely through the Interchange until the Governor's disaster declaration is terminated).

Signed at Austin, Texas the 13 day of July 2020.

PUBLIC UTILITY COMMISSION OF TEXAS

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KATIE MOORE
ADMINISTRATIVE LAW JUDGE

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