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APPLICATION OF MONARCH §
UTILITIES I L.P. TO AMEND ITS §
CERTIFICATES OF CONVENIENCE §
AND NECESSITY IN §
HARRIS AND LIBERTY COUNTIES §

PUBLIC UTILITY COMMISSION
OF TEXAS

**COMMISSION STAFF’S RECOMMENDATION ON ADMINISTRATIVE
COMPLETENESS AND PROPOSED PROCEDURAL SCHEDULE**

On March 16, 2021, Monarch Utilities I L.P. (Monarch) filed an application to amend its water certificate of convenience and necessity (CCN) No. 12893 and sewer CCN No. 20899 in Harris and Liberty Counties, Texas.

On March 17, 2021 the administrative law judge filed Order No. 1, setting a deadline of April 15, 2021 for Staff of the Public Utility Commission of Texas (Staff) to file a recommendation on the administrative completeness of the application proposed notice, and propose a procedural schedule. Therefore, this pleading is timely filed.

I. ADMINISTRATIVE COMPLETENESS

Staff has reviewed the application and, as detailed in the attached memoranda from Jolie Mathis, Infrastructure Division, recommends that it be found administratively incomplete at this time. Staff notes that Monarch should not issue notice until the application is found administratively complete. In addition, Monarch should cure the deficiencies detailed in the attached memoranda from Ms. Mathis. Staff does not comment on the final merits of the application at this time.

II. COMMENTS ON PROCEDURAL SCHEDULE

Staff proposes the following procedural schedule for the continued processing of this application:

Event	Date
Deadline for Monarch to cure deficiencies identified in Staff's memorandum	May 13, 2021
Deadline for Commission Staff to file a supplemental recommendation on sufficiency of the application and proposed procedural schedule for the continued processing of this application	June 10, 2021

III. CONCLUSION

For the reasons discussed above, and as outlined in the attached memoranda by Ms. Mathis, Staff respectfully requests that Monarch's application be deemed administratively incomplete and that an order filed consistent with the above recommendation.

Date: April 15, 2021

Respectfully Submitted,

**PUBLIC UTILITY COMMISSION OF TEXAS
LEGAL DIVISION**

Rachelle Nicolette Robles
Division Director

Rashmin J. Asher
Managing Attorney

/s/ Kourtnee Jinks

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CERTIFICATE OF SERVICE

I certify that, unless otherwise ordered by the presiding officer, notice of the filing of this document was provided to all parties of record via electronic mail on April 15, 2021, in accordance with the Order Suspending Rules, issued in Project No. 50664.

/s/ Kourtnee Jinks
Kourtnee Jinks

Public Utility Commission of Texas

Memorandum

TO: Kourtnee Jinks, Attorney
Legal Division

FROM: Jolie Mathis, Utility Engineering Specialist
Infrastructure Division

DATE: April 13, 2021

RE: Docket No. 51904 – *Application of Monarch Utilities I L.P. to Amend its Certificate(s) of Convenience and Necessity in Harris and Liberty Counties*

On March 16, 2021, Monarch Utilities I L.P. (Monarch) filed with the Public Utility Commission of Texas (Commission) an application to amend its water certificate of convenience and necessity (CCN) No. 12893 and sewer CCN No. 20899 in Harris and Liberty Counties, Texas under Texas Water Code (TWC) §§ 13.242 to 13.250 and 16 Texas Administrative Code (TAC) §§ 24.225 to 24.237.

Based on the mapping review by Tracy Montes, Infrastructure Division, and my technical and managerial review of the information filed by Monarch, I recommend that the application be deemed administratively incomplete and not accepted for filing.

Mapping Content:

Monarch must submit the following item to resolve the mapping deficiencies:

The mapping documentation filed in the application on March 16, 2021 is deficient. The requested areas are not clearly shown on the general location map. The general location and detailed maps should zoom in closer on both maps to clearly show the requested areas. On the general location and detailed maps, number each polygon of the requested area. In addition, clarify if the total acreage for the requested areas should include approximately 702 acres as stated in the application on question number 33, or if it should include approximately 121 acres as provided in the digital mapping data. If the digital mapping data for the requested area should include 702 acres, then please provide revised digital mapping data.

Applicant must submit the following items to resolve the mapping deficiencies:

- A general location map identifying only the requested area, in reference to the nearest county boundary, city, or town.
- A detailed map identifying only the requested area, in reference to verifiable man-made and natural landmarks, such as roads, rivers, and railroads.
- Digital mapping data for the requested area, as a single polygon record, in shapefile

(SHP) format, georeferenced in either NAD83 Texas Statewide Mapping System (Meters) or NAD83 Texas State Plane Coordinate System (US Feet).

Staff recommends the Applicant obtain additional mapping guidance from the PUC's mapping staff, Ms. Tracy Montes by email at tracy.montes@puc.texas.gov to resolve the mapping deficiencies.

Note: Any confidential items should be submitted as confidential filings with the PUC. The instructions for filing confidential documents can be found on our website at: (<http://www.puc.texas.gov/industry/filings/FilingProceed.aspx>).