



## Filing Receipt

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**DOCKET NO. 53303**

**PETITION OF KATHERINE E. § PUBLIC UTILITY COMMISSION**  
**MARSHALL TO AMEND MONARCH §**  
**UTILITIES I, LP's CERTIFICATE OF § OF TEXAS**  
**CONVENIENCE AND NECESSITY IN §**  
**HAYS COUNTY BY EXPEDITED §**  
**RELEASE §**

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

This Order addresses the March 2, 2022 petition of Katherine E. Marshall to amend Monarch Utilities I, LP's certificate of convenience and necessity (CCN) number 12983 in Hays County by streamlined expedited release.

**I. Requiring Comments on Administrative Completeness,**  
**Notice, and Other Matters**

By April 1, 2022, Commission Staff must file comments regarding the administrative completeness of the petition and the sufficiency of notice.

Under Texas Water Code § 13.2541 and 16 Texas Administrative Code (TAC) § 24.245(h), this proceeding is not a contested case and no opportunity for hearing is provided. However, under 16 TAC § 24.245(h)(6), the CCN holder may submit a response to the Commission. The deadline for the CCN holder to submit a response to the petition, verified by notarized affidavit, will be specified in a future order.

**II. Establishing Procedural Schedule**

The following procedural schedule applies to this proceeding:

Commission Staff's comments on the administrative completeness of the petition and notice	April 1, 2022
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Additional deadlines will be established if the petition is deemed administratively complete.

**III. 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 TAC § 22.71.

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, <https://interchange.puc.texas.gov>.

**Service of pleadings is typically governed by 16 TAC § 22.74. However, the Commission has issued a Second Order Suspending Rules,<sup>1</sup> which has suspended the service requirements found in 16 TAC § 22.74. As long as the Second Order Suspending Rules remains in effect, all parties must file any pleading or document with the Commission solely through the Interchange on the Commission's website and provide notice, by email, to all other parties that the pleading or document has been filed with the Commission, unless otherwise ordered by the presiding officer. It will be incumbent upon all other parties to obtain a copy of the pleading or document by accessing the Interchange.**

All parties will provide their current addresses, **e-mail addresses**, telephone and fax numbers, if available, to all other parties and 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 placed on the service list for this proceeding. Parties are responsible for updating their own service lists to reflect changed information and the addition of any other parties.

#### **IV. Ex Parte Communications**

*Ex parte* communications with the administrative law judge (ALJ) are prohibited under 16 TAC § 22.3(b)(2). Parties should communicate with the ALJ only through written documents filed with the Commission's filing clerk and served on all parties.

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<sup>1</sup> *Issues Related to the State of Disaster for the Coronavirus Disease*, Docket No. 50664, Second Order Suspending Rules (July 16, 2020).

Signed at Austin, Texas the 3rd day of March 2022.

PUBLIC UTILITY COMMISSION OF TEX



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HUNTER BURKHALTER  
CHIEF ADMINISTRATIVE LAW JUDGE