

**BEFORE THE PUBLIC SERVICE COMMISSION
OF THE STATE OF MISSOURI**

In the Matter of the Water Rate Request of)
Hillcrest Utility Operating Company, Inc.) **File No. WR-2016-0064 et al.**

**ORDER ESTABLISHING PROCEDURAL SCHEDULE AND OTHER
PROCEDURAL REQUIREMENTS**

Issue Date: April 4, 2016

Effective Date: April 4, 2016

On March 25, 2016, Hillcrest Utility Operating Company, Inc. and the Commission’s Staff filed a joint proposed procedural schedule, including recommendations for additional procedural requirements. On April 1, 2016, the Office of the Public Counsel stated that it does not oppose the proposed procedural schedule but requested that the deadline for direct testimony be moved to April 15. The Commission will adopt the proposed procedural schedule with the requested modification and order additional procedural requirements.

THE COMMISSION ORDERS THAT:

1. The following procedural schedule is established:

Date	Event
April 15, 2016	Direct testimony of all parties
May 11, 2016	Rebuttal testimony of all parties
May 13, 2016	List of issues, list and order of witnesses, order of parties for cross-examination, and order of opening statements
May 13, 2016	Position statements
May 19-20, 2016	Evidentiary hearing
June 3, 2016	Initial post-hearing briefs
June 15, 2016	Reply briefs

2. The evidentiary hearing is scheduled for May 19-20, 2016, beginning at 8:30 a.m. The hearing will be held in Room 310 of the Governor Office Building, 200 Madison Street, Jefferson City, Missouri. The hearing will be held in a building that meets accessibility standards required by the Americans with Disabilities Act. Any person requiring additional accommodations to participate in the hearing shall call the Missouri Public Service Commission's Hotline at 800-392-4211 (voice) or Relay Missouri at 711 before the hearing.

3. After April 15, 2016, the time allowed to respond to data requests shall be five calendar days, with two calendar days allowed to object or notify the requesting party how much additional time will be necessary to provide the requested information.

4. The parties shall comply with the following additional procedural requirements:

- A. All parties shall provide copies of testimony (including schedules), exhibits and pleadings to other counsel by electronic means and in electronic form essentially concurrently with the filing of such testimony, exhibits or pleadings where the information is available in electronic format. Parties shall not be required to put information that does not exist in electronic format into electronic format for purposes of exchanging it.
- B. Workpapers that were prepared in the course of developing a witness' testimony should not be filed with the Commission but should be submitted to each party within 2 business days following the filing of the particular testimony without further request. Workpapers containing highly confidential or proprietary information should be appropriately marked. Since workpapers for certain parties may be voluminous and generally not all parties are interested in receiving workpapers or a complete set of workpapers, a party shall be relieved of providing workpapers to those parties indicating that they are not interested in receiving workpapers or a complete set of workpapers. Counsel shall undertake to advise other counsel within the time period for providing workpapers if the sponsored witness has no workpapers related to the round of testimony.
- C. Where workpapers or data request responses include models or spreadsheets or similar information originally in a commonly available

format where inputs or parameters may be changed to observe changes in inputs, if available in the original format, the party providing the workpaper or response shall provide this type of information in that original format with formulas intact. Workpapers shall be provided in electronic format by e-mailing or by delivery of a compact disc or other electronic storage media.

- D. All filings made through the Commission's Electronic Filing and Information System (EFIS) will be timely filed if filed before midnight on the date the filing is due. Documents filed in EFIS are considered properly served by serving the same on counsel of record for all other parties via e-mail essentially contemporaneously with the EFIS filing.
- E. Testimony shall be prefiled as defined in Commission Rule 4 CSR 240-2.130. All parties must comply with this rule, including the requirement that testimony be filed on line-numbered pages.
- F. The parties shall agree upon and Staff shall file a list of the issues to be heard, the witnesses to appear on each day of the hearing, the order in which they will be called, the order of party cross-examination for each witness, and the order of opening statements. The list of issues shall be stated with particularity. If the parties are unable to agree to an issues list, each party shall file a separate issues list.
- G. Each party shall file a simple and concise statement summarizing its position on each disputed issue.
- H. All pleadings, briefs, and amendments shall be filed in accordance with Commission Rule 4 CSR 240-2.080. Briefs shall follow the same list of issues as filed in the case and must set forth and cite the proper portions of the record concerning the unresolved issues that the parties believe require decision by the Commission.
- I. All parties shall bring an adequate number of copies of exhibits that they intend to offer into evidence at the hearing. If an exhibit has not been prefiled, the party offering it must bring, in addition to the copy for the court reporter, copies for the five Commissioners, the Presiding Judge, and all counsel.
- J. The parties shall pre-number their hearing exhibits sequentially with individual party designation, as follows by example:
 - a.) Hillcrest Exhibit No. 1, Hillcrest Exhibit No. 2, Hillcrest Exhibit No. 3, etc.
 - b.) OPC Exhibit No. 1, OPC Exhibit No. 2, OPC Exhibit No. 3, etc.
 - c.) Staff Exhibit No. 1, Staff Exhibit No. 2, Staff Exhibit No. 3, etc.

K. Each party shall prepare a list of its pre-filed, pre-marked exhibits and submit a copy of that list to every other party and to the regulatory law judge no later than May 17, 2016. The lists shall not be filed in the EFIS case file. Exhibits that may be offered during cross-examination, but which have not been pre-filed, need not be included on the list.

5. This order shall be effective when issued.



BY THE COMMISSION

A handwritten signature in cursive script that reads "Morris L. Woodruff".

Morris L. Woodruff
Secretary

Michael Bushmann, Senior Regulatory
Law Judge, by delegation of authority
pursuant to Section 386.240, RSMo 2000.

Dated at Jefferson City, Missouri,
on this 4th day of April, 2016.