

BEFORE THE PUBLIC UTILITIES COMMISSION OF THE STATE OF COLORADO

DOCKET NO. 12M-127W

IN THE MATTER OF THE FILING OF ANNUAL REPORTS IN ACCORDANCE WITH
RULE 4 CCR 723-5-5006 BY UTILITIES HOLDING A CERTIFICATE OF PUBLIC
CONVENIENCE AND NECESSITY TO PROVIDE WATER OR COMBINED WATER AND
SEWER SERVICES IN THE STATE OF COLORADO.

**COMMISSION ORDER
CONCERNING FILING OF THE
2011 ANNUAL REPORTS BY WATER AND
COMBINED WATER AND SEWER PROVIDERS**

Mailed Date: February 17, 2012
Adopted Date: February 9, 2012

I. BY THE COMMISSION

A. Statement

1. In accordance with Rule 5006 of the Commission's Rules Regulating Water, and Combined Water and Sewer Utilities, 4 *Code of Colorado Regulations* 723-5, each regulated water and combined water and sewer utilities over which the Commission has jurisdiction is required to file with the Commission, an annual report on or before April 30th for the preceding calendar year. Rule 5006 states that the annual report shall be filed on the forms prescribed by the Commission, and requires regulated utilities to file any additional reports specified by the Commission.

2. This Order specifies the forms which must be filed by regulated water and combined water and sewer utilities for the 2011 reporting year. Each utility shall file the annual report in accordance with the requirements listed on Appendix A to this Order. The annual report forms may be found on the Commission's website at www.dora.state.co.us/puc.

3. Each regulated water and combined water and sewer utility must also file a copy of its gross regulated intrastate operating revenues report required by the Colorado Department of Revenue as Form DR 0525. That form may also be found on the Commission's website.

B. Conclusion

4. We find that each utility holding a Certificate of Public Convenience and Necessity to provide water or combined water and sewer services in the State of Colorado during the 2011 calendar year shall file an annual report in the form prescribed here. Such reports shall be filed no later than April 30, 2012, in accordance with Rule 5006. Each filing utility shall also file a copy of Form DR 0525 with the Commission no later than April 30, 2012.

5. Each filing utility is required to identify the individual authorized to file on its behalf and designated as the Annual Report Contact. If no specific designation is made to the Commission, an officer of the utility will be considered as the Annual Report Contact for the purpose of this filing requirement. We note that, in accordance with § 40-7-106, C.R.S., every officer, agent, or employee of any public utility who violates or fails to comply with or who aids or abets any violation by any public utility of, among other things, any order, decision, or rule of this Commission, commits a Class 2 Misdemeanor and may be subject to penalties, including without limitation, penalties set forth in § 18-1.3-501, C.R.S.

6. A water or combined water and sewer utility subject to this Order may file a motion for extension of time to file its annual report. The motion may be granted for a period not to exceed 30 days if good cause is shown as to why the utility is unable to comply with the April 30, 2012 deadline. Such motion shall not include a request for extension of time to file Form DR 0525. Motions for extension of time will be referred to an Administrative Law Judge for disposition.

II. ORDER**A. The Commission Orders That:**

1. On or before April 30, 2012, utilities holding a Certificate of Public Convenience and Necessity to provide water or combined water and sewer service in Colorado during calendar year 2011 shall file an annual report in the form prescribed in this Order, and any additional reports as required by Appendix A to this Order.

2. Each filing utility shall also file a copy of the Colorado Department of Revenue Form DR 0525 no later than April 30, 2012. The utilities may not request an extension of time to file Form DR 0525.

3. This matter is referred to an Administrative Law Judge for disposition of all motions and pleadings.

4. This Order is effective on its Mailed Date.

**B. ADOPTED IN COMMISSIONERS' WEEKLY MEETING
February 9, 2012.**

(S E A L)



ATTEST: A TRUE COPY

Doug Dean,
Director

THE PUBLIC UTILITIES COMMISSION
OF THE STATE OF COLORADO

JOSHUA B. EPEL

JAMES K. TARPEY

MATT BAKER

Commissioners

MUST FILE CLASS A & B WATER AND/OR SEWER UTILITIES ANNUAL REPORT FORM AND A DR525 FORM

Dallas Creek Water Company
Mill Creek Water Sales and Distribution, LLC.

MUST FILE CLASS C WATER AND/OR SEWER UTILITIES ANNUAL REPORT FORM AND DR525 FORM

Prospect Mountain Water Company, Inc.
Water Works, LLC d/b/a O'Neal Water Supply

The Annual Report is available in electronic form on the Colorado Public Utilities Commission's web site at:

<http://www.dora.state.co.us/puc/forms/EnergyForms/EnergyForms.htm>

The Annual Report form has been revised. **Please do not use a prior year's version.**

The electronic version of the Annual Report includes formulas. Lines containing formulas are highlighted in yellow on the report. Those lines have been password protected; please do not attempt to enter numerical values on those lines. If you are completing the Annual Report manually, please continue to compute totals for each section.

Filing Deadline

Annual Reports shall be filed no later than **April 30, 2012**, for the reporting period ended December 31, 2011.

If you are not able to file the Annual Report by the April 30, 2012 deadline, you must file a Motion for an "Extension of Time to File" for a period not to exceed 30 days. The motion must state good cause why you are unable to meet the filing deadline. Any motion for extension of time shall be referred to an Administrative Law Judge for disposition. If granted, this extension of time **shall not apply** to the deadline for filing the copy of the DR 0525.

How to File the Annual Report

Please file with the Commission as follows:

Companies are *strongly encouraged* to have one of its **designated filers submit an executable electronic copy (e.g., in Excel)** in the appropriate proceeding number (12M-127W) via the **Commission's E-Filings system at:**

<https://www.dora.state.co.us/pls/efi/EFI.homepage>.

To file electronically, each regulated utility must have at least one Filer Administrator. If your utility is currently not set up to file through E-Filings, contact:

Alison Torvik at alison.torvik@dora.state.co.us or (303) 894-2885; or

Cheryl Fisher at cheryl.fisher@dora.state.co.us or (303) 894-2040.

Once logged in to the E-Filings system, file the document in an existing proceeding (12M-127W) and select *document type* “Annual Report.” After uploading the document, in the *title* field insert the utility’s name and “2011 Annual Report” (*e.g.*, “Utility Name_2011 Annual Report”). E-filing is a fast, efficient, and less costly way to submit filings to the Public Utilities Commission.

In the alternative, utilities may mail the signed original, one copy, and an executable electronic file on CD. Mail the hard copies and CD to the following address: Colorado Public Utilities Commission, 1560 Broadway, Suite 250, Denver, Colorado 80202-5143.

Failure to file the annual report with the Commission by April 30, 2012, may result in severe penalties, including possible revocation of the utility’s Certificate of Public Convenience and Necessity.

Note: The Forms above are available on the PUC website at:

www.dora.state.co.us/puc.

If any water provider above does not have access to the Internet, please contact the Commission, and the Commission will provide the form in hard copy.