# McKinney Water District PO Box 7

McKinney, KY 40448 Phone: (606) 346-2220 / Fax: 606) 346-5145

September 6, 2016

RECEIVED

Talina Matthews, Executive Director KY Public Service Commission PO Box 615 Frankfort, KY 40602 SEP 9 2016

Public Service Commission

Office of the Attorney General Consumer Protection Division 1024 Capital Center Drive, Suite 200 Frankfort, Kentucky 40601

RE: Response to Data Request Case No. 2016-00277

Please find enclosed McKinney Water District's response to the Commission's request for data. Each response is true and accurate to the best of my knowledge, information, and belief formed after a reasonable inquiry. Mr. Joe Burns with the Kentucky Rural Water Association provided assistance in preparing and submitting this response.

A copy of this filing has been sent electronically to Consumer Protection Division in the Office of the Attorney General.

Please contact me anytime if you have questions or need additional information. This response has been filed through the PSC Electronic Filing System. A hard copy has been mailed and should be received at PSC within three to five days.

Sincerely.

Nicki Bastin Finance Clerk

#### McKinney Water District Response to First Data Request Case# 2016-00277

 Refer to the Application, Nonrecurring Charge Cost Justification forms Meter Re-Read, Service Call/Investigation, and Service Reconnection. For item 3.A., Miscellaneous Expense -Transportation, provide a detailed explanation as to how the \$11.50 was derived (i.e., if this was derived by a mileage rate, state the mileage rate and how many miles that the \$11.50 represents, and why that particular mileage rate was used). Show all calculations, state all assumptions, and provide all supporting documentation.

#### Response:

At the time when the transportation cost was first calculated the federal mileage rate was \$0.575 per mile. The distance to service the furthermost customers is approximately 20 miles with the majority being reached within ten miles of the District office. Using a ten mile average to reach the majority of the customer base means a round trip service call is 20 miles therefore a total cost of \$11.50.

Since researching the transportation cost for this response the federal mileage rate for 2016 is \$0.54 per mile. This mileage rate is set annually by the Internal Revenue Service (Exhibit A). The transportation cost at the new rate is \$10.80; a \$0.70 difference.

- 2. Refer to the Application, Nonrecurring Charge Cost Justification forms Service Call/Investigation and Service Reconnection. For the items 1.B., Field Expense Labor (Time and Wage), stated at \$17.58, and 2.B., Clerical and Office Expense Labor, stated at \$10.15:
  - a) Provide a detailed explanation as to how these amounts were derived (i.e., if this represents a specific employee's hourly wage rate, or an average of several employees hourly rates, then state the job title and the hourly rate of each employee). Show all calculations, state all assumptions, and provide all supporting documentation.
  - b) For item 1.B., explain in detail the process or processes that requires one hour for either a Service Call/Investigation or a Service Reconnection.

#### Response:

- (2a) McKinney employs four full-time staff; two work each in the business office and field operations. The labor expense is an average of their hourly rates for administration and operations. The average hourly rate for administration is \$20.31 and \$17.58 for operations (Exhibit B). The reason that the average hourly rate is used is because only one employee is typically needed to perform any non-recurring charge task.
- (2b) Thirty minutes is allotted for round trip drive time the other thirty minutes is used to perform the required service in the following manner outlined below. Some service calls require more than thirty minutes others can require less time.

- 1. Check surroundings for safety and security upon arrival;
- Contact the customer to determine the problem or inform them of the work to be performed;
- 3. Organize tools and perform task; and
- 4. Clean up site before leaving.
- 3. Refer to the Application, Nonrecurring Charge Cost Justification form, Meter Re-Read.
  - a) a. Item 1.B., Field Expense Labor (Time and Wage), states a rate of \$117.58 per hour. State whether this wage rate is correct. If it is not correct, state the correct hourly wage rate.
  - b) Explain in detail how the total of \$17.58 for item I.B. was determined. Show all calculations, state all assumptions, and provide all supporting documentation.
  - c) If item I.B. is incorrectly stated at \$117.58, explain in detail the process or processes that require one hour for a Meter Re-Read.
  - d) If item I.B. is correctly stated at \$117.58, explain in detail the process or processes that require a total of six minutes for a Meter Re-Read.

#### Response:

- (3a) Item 1.B, "Field Expense" is a typographic error. The hourly rate is correctly stated in the following field (\$17.58) used in calculating the final cost.
- (3b) The average hourly rate is used is because only one employee is typically needed to perform any non-recurring charge task. See exhibit B for labor rates.
- (3c) As described in response 2b thirty minutes is allotted for the round trip travel time the other thirty minutes in this case allows time to discuss with the customer why they think the reading is incorrect, check the meter reading and resolve any discrepancies before leaving the property. Remember, this charge is only applied when a customer's issue cannot be resolved over the phone therefore requiring a site visit with the meter reading being correct. 99% of the time this type of complaint is resolved over the phone.
- (3d) Item 1.B is incorrectly stated.
- 4. Refer to the Application, Average Meter Connection Expense Cost Justification for installation of a 5/8-inch meter.
  - a) On page 2, items D.1., Installation Labor Expense Short Side, and D.2., Installation Labor Expense Long Side Service, have an hourly rate of \$35.16 listed. Explain in detail. how this hourly rate was calculated. Show all calculations, state all assumptions, and provide all supporting documentation.

b) On page 3, item H.1., Administrative Expense —Office expense for establishing a new account and billing record, is listed at \$10.15. Explain in detail how the total for Administrative Expenses was calculated. Show all calculations, state all assumptions, and provide all supporting documentation.

#### Response:

- (4a) The hourly rate of \$35.16 is the combined hourly rate (\$20.65 & \$14.51) of the two district employees performing and overseeing the installation. The average time required to complete a Short Side service is four hours and five hours for a Long Side service. Refer to exhibit B for supporting documentation.
- (4b) The average hourly rate for the administrative staff is \$20.31. The average is used in this instance because only one person is needed to perform the task. Thirty minutes is allotted to establish a new customer service therefore the cost is \$10.30. Refer to exhibit B for supporting documentation.
- Refer to the Application, Average Meter Connection Expense Cost Justification for installation of a 5/8-inch meter, page 3, item F.3., installation Miscellaneous Expense, which lists a Road Bore (No Rock) expense of \$250.00.
  - a) Is the \$250.00 expense for the cost of the equipment, the labor to operate the machine, or both? If it is for both the cost of the equipment and labor, provide a breakdown of the expense into parts by equipment and labor.
  - b) State whether the use of a road bore is required on both short side and long side service installations. If it is not required for both types of installations, state why the expense is not included in items D., Installation Labor Expense, and/or E., Installation Equipment Expense, in the long side service installation and averaged.
  - c) State how McKinney Water determines the cost of the road bore where there is rock present.
    - (1) Identify the provisions in McKinney Water's existing tariffs that address the customer's responsibility with respect to connection expense when rock is present.
    - (2) If McKinney Water's existing tariffs do not address the customer's responsibility with respect to connection expense when rock is present, state how McKinney Water handles a request for connection when rock is present.
    - (3) If applicable, provide a new or revised tariff sheet containing the charge, fee, condition of service, and/or rule for a meter connection when rock in present.

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#### Response:

- (5a) The \$250.00 expense is charged by the contractor at \$10.00 per foot. Average distance bored for long side service is 25 feet. The contractor does not provide a labor/equipment breakdown in his service quote.
- (5b) A road bore is only needed for a long side service. The service should have been included under item E.2, Installation Equipment Expense. A revised meter installation cost justification is attached as Exhibit C. The revised tap fee has been reduced from \$1,175 to \$1,050.
- (5c) There is no way to determine the exact cost of a road bore where rock is present other than estimating from previous bores. In the past this has ranged from \$350 to \$1,500.
- (5c.1) There is no provision in the District's current tariff that addresses customer responsibility when rock is encountered during a long side meter installation. Without this provision the District has absorbed these costs.
- (5c.2) There is no way of knowing whether rock will be encountered during any long side installation. There are areas of the system that meter installation history shows a higher probability of encountering rock. All meter service requests are processed with the hope that rock is not encountered.
- (5c.3) The proposed 3<sup>rd</sup> revised Sheet No. 18 has been updated to account for encountered rock and is included as Exhibit D.
- 6. State whether McKinney Water plans to delete item 31 .A., Special Charges, on the existing 1st Revised Sheet No. 16. If so, provide the revised tariff sheet that McKinney Water proposes to use. If not, explain why not.

#### Response:

A 2<sup>nd</sup> Revised Sheet 16 is included as Exhibit D.

- 7. Refer to McKinney's Water proposed 1st Revised Sheet No. 17 and 3<sup>rd</sup> Revised Sheet No. 18.
  - a) Confirm that item J., Meter Service Damage Charge, on the 3<sup>rd</sup> Revised Sheet No. 18 duplicates item D., Meter Service Damage Charge, on the 1<sup>st</sup> Revised Sheet No. 17. Indicate why the same charge is addressed in both items.
  - b) Confirm that item K., Meter Test, on the 3rd Revised Sheet No. 18 duplicates item E., Meter Test, on the 1st Revised Sheet No. 17. Indicate why the same charge is addressed in both items.
  - c) If the Meter Service Damage Charge and Meter Test provisions on the 3rd Revised Sheet No. 18 appear in error, provide a corrected 3rd Revised Sheet No. 18.

#### Response:

(7a-c) The duplicate items are in error. The errors have been corrected in the revised tariff sheets included as Exhibit D.

- 8. Refer to McKinney Water's existing 2nd Revised Sheet No. 18, Rules and Regulations for furnishing water service at Lincoln and Casey counties.
  - a) Confirm that McKinney Water's 2nd Revised Sheet No. 18 contains item 32, Special User Agreements for Non-Standard Service, and item 33, Miscellaneous.
  - b) State whether McKinney Water seeks to delete these two Items from its Rules and Regulations for furnishing water service at Lincoln and Casey counties. If so, state why. If not, provide corrected revised tariff sheets containing items 32 and 33.

#### Response:

(8a-b) These errors have been corrected in the revised tariff sheets included as Exhibit D.

## **Exhibit A**

Standard Mileage Rates



#### News Essentials

- What's Hot
- News Releases
- IRS The Basics
- IRS Guidance
- Media Contacts
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- Radio PSAs
- Tax Scams
- The Tax Gap
- Fact Sheets
- IRS Tax Tips
- Armed Forces
- Latest News Home

## 2016 Standard Mileage Rates for Business, Medical and Moving Announced

IR-2015-137, Dec.17, 2015

WASHINGTON — The Internal Revenue Service today issued the 2016 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2016, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 54 cents per mile for business miles driven, down from 57.5 cents for 2015
- 19 cents per mile driven for medical or moving purposes, down from 23 cents for 2015
- 14 cents per mile driven in service of charitable organizations

The business mileage rate decreased 3.5 cents per mile and the medical, and moving expense rates decrease 4 cents per mile from the 2015 rates. The charitable rate is based on statute.

The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after using any depreciation method under the Modified Accelerated Cost Recovery System (MACRS) or after claiming a Section 179 deduction for that vehicle. In addition, the business standard mileage rate cannot be used for more than four vehicles used simultaneously.

These and other requirements for a taxpayer to use a standard mileage rate to calculate the amount of a deductible business, moving, medical or charitable expense are in <a href="Rev. Proc. 2010-51">Rev. Proc. 2010-51</a>. Notice <a href="2016-01">2016-01</a> contains the standard mileage rates, the amount a taxpayer must use in calculating reductions to basis for depreciation taken under the business standard mileage rate, and the maximum standard automobile cost that a taxpayer may use in computing the allowance under a fixed and variable rate plan.

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#### The Newsroom Topics

- Multimedia Center
- · Noticias en Español
- Radio PSAs
- Tax Scams
- The Tax Gap
- Fact Sheets
- IRS Tax Tips
   Armed Forces
- Latest News Home

### New Standard Mileage Rates Now Available; Business Rate to Rise in 2015

IR-2014-114, Dec. 10, 2014

WASHINGTON — The Internal Revenue Service today issued the 2015 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2015, the standard mileage rates for the use of a car, van, pickup or panel truck will be:

- 57.5 cents per mile for business miles driven, up from 56 cents in 2014
- 23 cents per mile driven for medical or moving purposes, down half a cent from 2014
- · 14 cents per mile driven in service of charitable organizations

The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile, including depreciation, insurance, repairs, tires, maintenance, gas and oil. The rate for medical and moving purposes is based on the variable costs, such as gas and oil. The charitable rate is set by law.

Taxpayers always have the option of claiming deductions based on the actual costs of using a vehicle rather than the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after claiming accelerated depreciation, including the Section 179 expense deduction, on that vehicle. Likewise, the standard rate is not available to fleet owners (more than four vehicles used simultaneously). Details on these and other special rules are in Revenue Procedure 2010-51, the instructions to Form 1040 and various online IRS publications including Publication 17, Your Federal Income Tax.

Besides the standard mileage rates, <u>Notice 2014-79</u>, posted today on IRS.gov, also includes the basis reduction amounts for those choosing the business standard mileage rate, as well as the maximum standard automobile cost that may be used in computing an allowance under a fixed and variable rate plan.

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Page Last Reviewed or Updated: 19-Oct-2015

## Exhibit B

McKinney Water District Labor Rates

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### McKinney Water District Labor Rate Chart

Position	Hou	rly Rate
Field Manager	\$	20.65
Assistant Field Manager	\$	14.51
Combined Hourly Rate	\$	35.16
Average Hourly Rate	\$	17.58
Finance Clerk	\$	22.48
Office Manager	\$	18.13
Combined Hourly Rate	\$	40.61
Average Hourly Rate	\$	20.31

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## **Exhibit C**

**Revised Meter Installation Cost Justification Form** 

## AVERAGE METER CONNECTION EXPENSE COST JUSTIFICATION

Name	of Utility	<u>Mc</u> K	(inney Wat	er District		-
The fo	ollowing is an ite	mization of exp	enses for pr	oviding a me	etered service	e connection.
A.	Meter Size					
	5/8-Inch 🔽	3/4-Inch 🗌	1-Inch 🗌	1 1/2 -Inc	h 🔲 2-In	ich 🗌
	Other (specify)					
В.	Materials Expe	ense	Unit <u>Quantity</u>	<u>Cost</u>	Total <u>Cost</u>	
1.	Water Meter		1	54.50	54.50	<u>.</u>
2.	Meter Yoke		1	153.22	153.22	<u>!</u>
3.	Corporation Sto	р	1	30.75	30.75	<u>i_</u>
4.	Meter Box and	Тор	1	59.75	59.75	<u>i</u>
5.	Miscellaneous I	Fittings	4	0.32	1.28	<u>.</u>
6.	Other (Itemize)					
	6" Saddle			1	46.84	46.84
	<del></del>		<del></del> -		· ·	0.00
			<u> </u>			0.00
	TOTAL MATER	·· · · · · ·	Ε		\$	346.34

## C. <u>Service Pipe Expense</u>

	Type of Service Pipe CTS 250#		e of Service F	Pipe <u>3/4</u>
		Unit Quantity	Cost	Total <u>Cost</u>
1.	Short Side Service	10.00	0.26	2.60
2.	Long Side Service	60.00	0.26	15.60
	AVERAGE SERVICE PIPE EXPI (add total cost and divide I			\$9.10
D.	Installation Labor Expense			
		Total <u>Hours</u>	Hourly <u>Rate</u>	Total <u>Cost</u>
1.	Short Side Service	4.00	35.16	140.64
2.	Long Side Service	5.00_	35.16	175.80
	AVERAGE INSTALLATION LABO (add total cost and divide I		<b>!</b>	\$ <u>158.22</u>
E.	Installation Equipment Expens	<u>e</u>		
		Total <u>Hours</u>	Hourly <u>Rate</u>	Total <u>Cost</u>
1.	Short Side Service	4.00	90.00	360.00
2.	Long Side Service	5.00_	140.00	700.00
	AVERAGE INSTALLATION EQU (add total cost and divide b		PENSE	\$ <u>530.00</u>

F.	Installation Miscellaneous Exp	<u>ense</u>		
		Total <u>Hours</u>	Hourly <u>Rate</u>	Total <u>Cost</u>
1.	Inspection	0.00		0.00
2.	Site Clean-Up	0.00		0.00
3.	Other			
				0.00
				0.00
				0.00
	AVERAGE INSTALLATION MISO (add total cost)	CELLANEOUS	S EXPENSE	\$0.00_
G.	Overhead Expense			
	Installation expense (\$	355.44) time:	8	
	overhead rate (_0.0	<u>0</u> %)		\$0.00
H.	Administrative Expense			
	1. Office expense for establis	shing a new a	ccount	
	and billing record.			\$ <u>10.15</u>
i.	Total Expenses			
	Materials Expense			\$ 346.34
	Service Pipe Expense			9.10
	Installation Labor Expense			158.22
	Installation Equipment Expense			530.00
	Installation Miscellaneous Expens	se		0.00_
	Overhead Expense			0.00
	Administrative Expense			10.15
ТОТА	L CONNECTION EXPENSE			\$ <u>1,053.8</u>
		S AMOUNT		\$ <u>1,050 Q</u>

## **Exhibit D**

Revised Tariff Sheets (1, 16, 17 & 18)

		FOR Lincoln & Casey Counties  Community, Town or City
		P.S.C. KY. NO1
_		2 <sup>nd</sup> Revised_SHEET NO
	McKinney Water District . (Name of Utility)	CANCELLING P.S.C. KY. NO. 1
	•	REVISED SHEET NO. 7
	RATE	is
	notice: is not given, a customer shall remain list premises by the District until said notice is rece	able for all water used and service rendered to his eived by the District.
13.	bills, a charge of \$35.00 will be made for reco	been discontinued for nonpayment of delinquent onnection of water services, but the reconnection other charges, if any, owed by the customer to the
14.	the purpose of establishing or maintaining established at Eighty Dollars (\$80.00) for all 4 meter classes shall be calculated at 2/12 the at the District shall issue to the customer a certific the location of the initial premises occupied by	sinal amount be placed on deposit with MWD for all customers' credit. This deposit has been 5/8 x3/4 inch class meters. Deposits for all other verage annual bill. Upon payment of the deposit, cate of deposit, showing the name of the customer, the customer, and the date and the amount of the on deposit according to law. Interest on deposits to out in 807 KAR 5:006, § 7.
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IN CASE NO. \_\_\_\_\_DATED \_\_\_\_

	FOR Lincoln & Casey Counties  Community, Town or City
	P.S.C. KY. NO.
	2 <sup>nd</sup> Revised SHEET NO. 16
McKinney Water District .	CANCELLING P.S.C. KY. NO
(Name of Utility)	Revised SHEET NO. 16
R	ATES
they are responsible for the replacemen damaged in any way.	sible for the upkeep of hydrants in their area. Also, t of hydrants in the District if any are tom out or once with 807 KAR 5:066, Section 10 (b).
business hours. Decisions made concernion of Commissioners.	er in writing, by telephone, or at the office during ing such complaints will only be made by the Board oners may be brought before the Public Service R 5:006, Section 9.
	used for domestic consumption by the customer's al service agreements. The customer shall not sell, o any authorized or unauthorized party.
31. <u>Special Charges</u> Special charges may be assessed to the co	ustomer at amounts outlined below:
DATE OF ISSUE June 16, 2016  Month / Date / Year	
DATE EFFECTIVE September 1, 2016	· 
ISSUED BY Justice of Control of C	<u></u>
(Signature of Officer)	
BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMI	SSION

IN CASE NO. \_\_\_\_\_DATED \_\_\_\_

200 July 1

	FOR Lincoln & Casey Counties  Community, Town or City
	P.S.C. KY. NO1
	1st Revised SHEET NO. 17 .
McKinney Water District .	CANCELLING P.S.C. KY. NO
(Name of Utility)	SHEET NO
RATE	S
whose personal check, ACH Bank Draft or insufficient funds or other reason for which is presents during any 12-month period two persons Bank Draft or any other form of payment that a other reason for which the customer is responsively order or cashier's check following the Bank Draft, or any form of payment. In the ereasons stated above, the utility will consider disconnect service for nonpayment of bills,	ollars (\$10.00) will be assessed to any customer any other form of payment is returned due to the customer is responsible. Any customer who onal checks or ACH (Automatic Clearing House) are subsequently returned for insufficient funds or insible must make payment in the form of cash, presentment of the second returned check, ACH went that a Customer's payment is refused for the the bill as unpaid and will exercise its right to per procedures set forth in the Termination of with Administrative Regulation 807 KAR 5:006,
	ve Dollars (\$35.00) will be assessed to re-read a (I) the re-read reveals that the initial reading was tial meter reading was erroneous.
	irty-Five Dollars (\$35.00) shall be assessed for all (I) hall be no connection charges assessed for service
D. PSC Meter Test Complaint – Any customer application to the Kentucky Public Service Con	
installed metering equipment noted below. Sho of service the customer shall be charged the act 5/8" x 3/4" Meter	
DATE OF ISSUE June 16, 2016 Month / Date / Year	
DATE EFFECTIVE September 1, 2016	<u> </u>
ISSUED BY Julie of Officer)	
TITLE_Chairman	<del></del> -
BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION	4
IN CASE NODATED	<u> </u>

عنوض لا ال

	FOR Lincoln & Casey Counties
	Community, Town or City
	P.S.C. KY. NO1
	3 <sup>rd</sup> Revised_SHEET NO
McKinney Water District .	CANCELLING P.S.C. KY. NO
(Name of Utility)	SHEET NO
RATES	
F. <u>Delinquent Service Charge</u> – A charge of Ten D disconnect a delinquent meter.	Pollars (\$10.00) shall be assessed for a trip to
G. <u>Service Investigation Charge</u> – A charge of T assessed for service investigations if interruption facilities. Any maintenance and repair of faci responsibility of the customer. No bill shall be a beyond MWD's delivery point.	of service is not caused by failure of MWD's lities beyond MWD's delivery point is the
H. Meter Service Damage Charge – Actual Cost sha component of the meter service from the water meter. This includes, but is not limited to the sa- yoke, setter, meter, box, lid and lock, etc.	main to the customer connection side of the
<ol> <li>Meter Test – Actual Cost shall be charged to a cosuch requests are limited to one (1) per twelve (12 be more than two percent (2%) fast, a refund of the adjusted accordingly. Meter test shall be perforfacility.</li> </ol>	2) month period. If such test shows the meter to the meter test charge shall be made, and the bill
32. Special User Agreements for Non-Standard Servishall execute to the District an agreement for special execute to the District an agreement for special execute to the District and agreement for the District and	
33. Miscellaneous. The customer agrees to have one will not permit more than one house, mobile home If connection is for an apartment, duplex, etc., the unit. If the District becomes aware of more than or disconnected from the main meter without notifical	e, business office, etc., connected to one meter. e Customer will have a separate meter for each ne unit hooked to one meter, the service will be
DATE OF ISSUE June 16, 2016	
DATE EFFECTIVE September 1, 2016	

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION

TITLE Chairman