

Licking Valley Rural Electric Cooperative
Case No. 2016-00174
Commission Staff's First Request for Information

1. Provide in comparative form, a detailed income statement, a statement of cash flows, and a balance sheet for the test year and the 12-month period immediately preceding the test year.

Response

See Exhibit V of the Application.

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2. Provide Licking Valley's rate of return on net investment rate base for the test year and 5 preceding calendar years. Include the date used to calculate each return.

Response

See Exhibit K of the Application.

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3. Provide Licking Valley's times interest earned ratio and debt service coverage ratio, as calculated by the Rural Utilities Service ("RUS"), for the test year and the 5 preceding calendar years. Include the data used to calculate each ratio.

Response

See Exhibit K of the Application.

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4. Provide Kentucky's Electric Cooperatives Operating Expense and Statistical Comparisons for the most recent 2 years available.

Response

See Exhibit 17 of the Application.

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5. Provide Licking Valley's capital structure at the end of each of the periods shown in Format 5.

Response

See Exhibit Z of the Application.

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6. a. List all outstanding issues of long-term debt as of the end of the latest calendar year and the end of the test period together with the related information as shown in Format 6a. A separate schedule is to be provided for each time period. Report in column (k) of Format 6a, Schedule 2, the actual dollar amount of debt cost for the test year. Compute the actual and annualized composite debt cost rates and report them in Column (j) of Format 6a, Schedule 2.

Response

See Exhibit 4 of the Application.

b. Provide an analysis of end-of-period short-term debt and a calculation of the average and end-of-period cost rates as shown in Format 6b.

Response

See Exhibit 4 of the Application

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7. Provide a trial balance as of the last day of the test year showing account number, subaccount number, account title, subaccount title, and amount. The trial balance shall include all asset, liability, capital, income, and expense accounts used by Licking Valley. All income statement accounts should show activity for 12 months. Show the balance in each control account and all underlying subaccounts per company books.

Response

See Exhibit Y of the Application.

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8. Provide the following:

a. Provide a schedule as shown in Format 8, comparing the balances for each balance sheet account or subaccount included in Licking Valley's chart of accounts for each month of the test year, to the same month of the 12-month period immediately preceding the test year.

Response

See Exhibit W of the Application.

b. Provide a schedule as shown in Format 8, comparing the balances for each income statement account or subaccount included in Licking Valley's chart of accounts for each month of the test year, to the same month of the 12-month period immediately preceding the test year. The amounts should reflect the income or expense activity for each month, rather than the cumulative balances as of the particular month.

Response

See Exhibit X of the Application.

c. A listing, with descriptions, of all activities initiatives, or programs undertaken or continued by Licking Valley since its last general rate case for the purpose of minimizing cost or improving the efficiency of its operations or maintenance activities.

Response

- Licking Valley RECC has continued with an aggressive Right-of-Way Management program.
- Smart Metering Technology is in the process of being installed system-wide.
- Licking Valley RECC has implemented and updated software so that members can make on-line bill payments and inquiries with the use of Smart-Hub application.
- Pre-paid metering and all DSM programs are now available for all members.

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9. Provide the following information for each item of the electric property or plant held for future use at the end of the test year.

- a. Description of property.
- b. Location
- c. Date purchased
- d. Cost.
- e. Estimated date to be placed in service.
- f. Brief description of intended use.
- g. Current status of each project.

Response

Licking Valley does not have property held for future use.

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10. List all non-utility property, related property taxes, and the accounts where amounts are recorded for the test period. Include a description of the property, the date purchased, and the cost.

Response

Licking Valley does not have non-utility property.

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11. Provide all studies, including all applicable work papers, which are the basis of jurisdictional plant allocations and expense account allocations.

Response

Not applicable.

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12. Provide Licking Valley's current bylaws. Indicate any changes to the bylaws since Licking Valley's most recent general rate case.

Response

See Exhibit U of the Application.

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13. Provide Licking Valley's equity management plan. Indicate when the current plan was adopted and identify any changes made in the plan since the year utilized as the test year in Licking Valley's last rate case. Provide a 5-year analysis of the amount of capital credits refunded to members under the plan and indicate the amounts related to general retirements and special retirements (i.e., estates of deceased patrons).

Response

See Exhibit 19 of the Application.

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14. Provide Licking Valley's written policies on the compensation of its attorneys, auditors, and all other professional service providers. Include a schedule of fees, per diems, and other compensation in effect during the test year. Include all agreements, contracts, memoranda of understanding, and any other documentation that explains the nature and type of reimbursement paid for professional services. If any changes occurred during the test year, the effective date of these changes, and the reason for these changes.

Response

See Exhibit 8 of the Application.

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15. Provide Licking Valley's policies specifying the compensation of directors and a schedule of standard directors' fees, per diems, and other compensation in effect during the test year. If changes occurred during the test year, indicate the effective date and the reason for the changes.

Response

See Exhibit 9 of the Application.

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16. Provide the date, time, and a general description of the activities at the most recent annual members' meeting. Indicate the number of new board members elected. For the most recent meeting and the 5 previous annual members' meetings, provide the number of members in attendance, the number of members voting for new board members, and the total cost of the annual meeting.

Response

See Exhibit P of the Application.

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17. Provide the following:

a. A schedule showing, by customer class (i.e., residential, commercial, industrial, etc.) the amount and percent of any proposed increase or decrease in revenue distributed to each class. Provide a detailed explanation of the methodology or basis used to allocate the requested increase or decrease in revenue to each of the respective customer classes.

b. A schedule showing how the increase or decrease in (a) above was further distributed to each rate charge (i.e., customer or facility charge, kWh charge, etc.). Explain in detail the methodology or basis used to allocate the increase or decrease.

c. If the rate schedule contains a demand charge, describe in detail how the proposed demand charge was determined. Provide all calculations, assumptions, workpapers, methodologies, etc. used in the development of the proposed demand charge.

d. If the rate schedule contains a monthly customer charge, describe in detail how the proposed customer charge was determined. Provide all calculations, assumptions, workpapers, methodologies, etc. used in the development of the proposed customer charge.

e. A reconciliation of the Fuel Adjustment Clause ("FAC") revenue and expense for the test year. The net result of this adjustment should remove all FAC revenue and expense from test-year revenue and expense.

f. A reconciliation of the Environmental Surcharge ("ES") revenue and expense for the test year. The net result of this adjustment should remove all ES revenue and expense from test-year revenue and expense.

Response

See Exhibit G and J of the Application.

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18. For each rate schedule (rate class), provide the following information for the test year:

- a. Number of customers.
- b. Kilowatt-hour sales.
- c. Rate schedule's percent of Licking Valley's total kilowatt-hour sales.
- d. Monthly peak KW demands for the rate schedule.
- e. Total revenue collected.
- f. Rate schedule's percent of Licking Valley's total revenues.

Response

See Exhibit J of the Application.

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19. Provide a schedule of purchased power costs for the test year and the 12-month period immediately preceding the test year, by vendor, separated into demand and energy components. Include kW and kWh purchased. Indicate any estimates used and explain their use in detail.

Response

See Exhibit 14 of the Application.

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20. Describe how the test-year capitalization rate was determined. If differing rates were used for specific expenses (i.e., payroll, transportation clearing accounts, depreciation, etc.), indicate the rate and how it was determined. Indicate all proposed charges to the test-year capitalization rate and how they were determined.

Response

See Exhibit 18 of the Application.

No changes are proposed to the test year allocations.

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21. Provide the following:

a. A schedule of salaries and wages for the test year and each of the 3 calendar years preceding the test year as shown in format 21a. For each time period, provide the amount of overtime pay.

b. A schedule showing the percentage of increase in salaries and wages for both union and non-union employees for the test year and the 5 preceding calendar years.

Response

See Exhibit 1 of the Application.

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22. Provide the following payroll information for each employee:
- a. The actual regular hours worked during the test year.
 - b. The actual overtime hours worked during the test year.
 - c. The test year end wage rate for each employee and the date of the last increase.
 - d. A calculation of the percent of increase granted during the test year.
 - e. The annual percentage of increase granted for both salaried and hourly employees for 2010 to 2015. The information shall identify all the employees as either salaried or hourly, and also as either full-time, part-time, or temporary. Employee numbers or other identifiers may be used instead of employee names. Include an explanation of how the overtime pay rate is determined. All employees terminated during the test year shall be identified (along with the month in which the termination occurred), as well as those employees who replaced terminated employees or were otherwise added to the payroll during the test year. If Licking Valley has more than 100 employees, the above information may be provided by employee classification.

Response

See Exhibit 1 of the Application.

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23. Provide the following payroll tax information:
- a. The base wages and salaries used to calculate the taxes, with an explanation of how the base wages and salaries were determined.
 - b. The tax rates in effect at test-year-end.

Response

See Exhibit 2 of the Application.

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24. Provide the following tax data for the test year:
- a. A schedule of franchise fees paid to cities, towns or municipalities during the test year, including the basis of these fees.
 - b. An analysis of operating taxes imposed by Kentucky as shown in Format 24b.

Response

See attached. This should have been included in the application, however, an oversight caused this to be omitted.

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25. Provide a statement of electric plant in service, per company books, for the test year. This data shall be presented as shown in Format 25.

Response

See Exhibit 3 of the Application.

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26. Provide a schedule of all employee benefits available to Licking Valley's employees. Include the number of employees at test-year-end covered under each benefit, the test year end actual cost of each benefit, the amount of the cost capitalized, the amount of the cost expensed, and the account numbers in which the capitalized or expensed costs were recorded.

Response

See Exhibit 18 of the Application.

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27. Provide a schedule reflecting the salaries and other compensation of each executive officer for the test year and 2 preceding calendar years. Include the percentage annual increase and the effective date of each increase, the job title, duty and responsibility of each officer, the number of employees who report to each executive officer, and to whom each executive officer reports. Also, for employees elected to executive officer status during the test year, provide the salaries, for the test year, for those persons whom they replaced.

Response

See Exhibit 1 of the Application.

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28. Provide a detailed analysis of advertising expenditures during the test year. Include a breakdown of Account No. 913, Advertising Expenses, as shown in Format 29, and show any advertising expenditures included in other expense accounts. Specify the purpose and expected benefit of each expenditure.

Response

See Exhibit 6 of the Application.

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29. Provide an analysis of Account No. 930, Miscellaneous General Expenses, for the test year. Include a complete breakdown of this account as shown in Format 30. Include all detailed workpapers supporting this analysis. At a minimum, the workpapers shall show the date, vendor, reference (i.e., voucher no., etc.), dollar amount, and a brief description of each expenditure. Detailed analysis is not required for amounts less than \$100 provided the items are grouped by classes as shown in Format 29.

Response

See Exhibit 10 of the Application.

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30. Provide an analysis of Account No. 426, Other Income Deductions, for the test period. This analysis shall show a complete breakdown of this account as shown in Format 31, and further provide all detailed supporting workpapers. At a minimum, the workpapers should show the date, vendor, reference (i.e., voucher no., etc.), dollar amount, and brief description of each expenditure. Detailed analysis is not required for amounts of less than \$250 provided the items are grouped by classes as shown in Format 30.

Response

See Exhibit 7 of the Application.

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31. Provide the name and personal mailing address of each member of Licking Valley's board of directors. Identify the members who represent the cooperative on the board of directors of East Kentucky Power Cooperative, Inc. ("East Kentucky"). Also identify the board members who are representatives to the Kentucky Association of Electric Cooperatives and/or the National Rural Electric Cooperative Association. If, during the course of these proceedings, any changes occur in board membership, update your response to this request.

Response

Darrell Cundiff, President 650 Hwy 541, Jackson KY 41339
Michael Adams, Vice-President 235 Mine Fork Rd, Salyersville KY 41465
Ted Holbrook, Secretary-Treasurer 3815 Old Ky 15, Campton KY 41301
Tommy Hill, Director 4991 Hwy 172, West Liberty KY 41472
Dolores Jones, Director PO Box 175, Cannel City KY 41408
J. Frank Porter, Director PO Box 476, Campton KY 41301
C.K. Stacy, Director PO Box 309, West Liberty KY 41472
Phillip Williams, Director 335 Brushy Creek Rd, Salyersville KY 41465

EKPC representative – Director Adams
KAEC representative – Director Hill
NRECA representative – Director Williams

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32. Provide a detailed analysis of the total compensation paid to each member of the board of directors during the test year, including all fees, fringe benefits, and expenses, with a description of the type of meetings, seminars, etc. attended by each member. Identify any compensation to Licking Valley's board of directors for serving on East Kentucky's board of directors. Do any of the listed expenses in this analysis include the costs for a director's spouse? If yes, list expenses for the director's spouses separately.

Response

See Exhibit 9 of the Application. No expenses for Director's spouses are included.

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33. Provide a detailed analysis of expenses incurred during the test year for professional services, as shown in Format 34. Include detailed workpapers supporting this analysis which show the payee, dollar amount, reference (i.e., voucher no. etc.), account charged, hourly rates and time charged to the utility according to each invoice, and a brief description of the service provided. Identify all rate case work by case number.

Response

See Exhibit 8 of the Application.

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34. Provide the following information concerning the costs for the preparation of this case:

a. A detailed schedule of costs incurred to date. Include the date of the transaction, check number or other document reference, the vendor, amount, a description of the services performed, and the account number in which the expenditure was recorded. Indicate any costs incurred for this case during the test year. Include copies of invoices received from the vendors.

b. An itemized estimate of the total cost to be incurred, detailed explanation of how the estimate was determined, and all supporting workpapers and calculations.

c. Monthly updates of the actual costs incurred during the course of this proceeding, in the manner prescribed above.

Response

See Exhibit 11 of the Application. Licking Valley will provide updates as each months activity is available. The estimated expense does not include internal costs as these would be incurred anyway.

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35. Provide the estimated dates for draw downs of unadvanced loan funds at test-year-end and the proposed uses of these funds.

Response

- Licking Valley has no definite plans to advance additional loan funds but will continue to monitor its cash situation and will advance funds when necessary.

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36. Provide a list of depreciation expenses using Format 36.

Response

See Exhibit 3 of the Application.

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37. Are the depreciation rates reflected in this filing identical to those most recently approved by the Commission?

- a. If yes, identify the case in which they were approved.
- b. If no, provide the depreciation study that supports the rates reflected in this filing.

Response

- a. Licking Valley has updated its depreciation study and has incorporated the proposed rates in this application.
- b. The updated depreciation study has been filed with this Commission.

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38. Provide information for plotting the depreciation guideline curves in accordance with RUS Bulletin 183-1, as shown in Format 39.

Response

See Exhibit 3 of the Application.

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39. For each charitable and political contribution (in cash or services), provide the amount, recipient, and specific account charged.

Response

Refer to Exhibit 7 of the Application.

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40. Describe Licking Valley's lobbying activities and provide a schedule showing the name and salary of each lobbyist; all company-paid or reimbursed expenses or allowances; and the account charged for all personnel for whom a principal function is lobbying, on the local, state, or national level. Indicate whether the lobbyist is an employee or an independent contractor. If any amounts are allocated, show a calculation of the factor used to allocate each amount.

Response

Licking Valley does not engage in lobbying activities.

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41. Provide complete details of the financial reporting and rate-making treatment of Licking Valley's pension costs.

Response

Licking Valley has a defined benefit and 401(k) pension plan. The treatment is the same for financial reporting as rate-making purposes.

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42. Provide complete details of Licking Valley's financial reporting and rate-making treatment of Statement of Financial Accounting Standard ("SFAS") No. 106, including;

- a. The date Licking Valley adopted or plans to adopt SFAS No. 106.
- b. All accounting entries made or to be made at the date of adoption.
- c. All actuarial studies and other documents used to determine the level of SFAS No. 106 cost recorded or to be recorded by Licking Valley.

Response

- a. Licking Valley adopted SFAS No. 106 in January, 1995.
- b.

Employee benefits	926.00	\$476,000	
Accum postretire benefits	22830		\$476,000
Initially record adoption of SFAS No. 106.			
- c. A copy of the latest study is attached. See Exhibit 1

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43. Provide complete details of Licking Valley's financial reporting and rate-making treatment of Statement of Financial Accounting Standard ("SFAS") No. 112, including;

- a. The date Licking Valley adopted or plans to adopt SFAS No. 112.
- b. All accounting entries made or to be made at the date of adoption.
- c. All actuarial studies and other documents used to determine the level of SFAS No. 112 cost recorded or to be recorded by Licking Valley.

Response

SFAS No. 112 does not apply to Licking Valley.

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44. Provide complete details of Licking Valley's financial reporting and ratemaking treatment of SFAS No. 143, "Accounting for Asset Retirement Obligations."

- a. The date Licking Valley adopted or plans to adopt SFAS No. 143.
- b. All accounting entries made or to be made at the date of adoption.
- c. All actuarial studies and other documents used to determine the level of SFAS No. 143 cost recorded or to be recorded by Licking Valley.
- d. A schedule comparing the depreciation rates utilized by Licking Valley prior to and after adoption of SFAS No. 143. The schedule should identify the assets corresponding to the affected depreciation rates.

Response

SFAS No. 143 does not apply to Licking Valley.

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45. Provide complete details of Licking Valley's financial reporting and ratemaking treatment of SFAS No. 158, "Employers' Accounting for Defined Benefit Pension and Other Postretirement Plans."

- a. The date Licking Valley adopted or plans to adopt SFAS No. 158.
- b. All accounting entries made or to be made at the date of adoption.
- c. All actuarial studies and other documents used to determine the level of SFAS No. 158 cost recorded or to be recorded by Licking Valley.

Response

- a. Adopted December 31, 2007
- b. Debit Account 215.30, Accumulated Other Comp Income and Credit Account 228.30, Accumulated Provision for Pensions and Benefits in the amount of \$1,106,360.
- c. This amount is included with the calculations for FAS 106.

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46. Provide any information as soon as it is known, describing any events occurring after test year that would have a material effect on net operating income, rate base, and cost of capital that is not incorporated in the filed testimony and exhibits.

Response

None are known at this time.

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47. Provide all current labor contracts and the most recent contracts in effect prior to the current contracts.

Response

There is no union.

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48. Regarding demand-side management, conservation, and energy efficiency programs, provide the following:

- a. A list of all programs currently offered by Licking Valley;
- b. The total cost incurred for these programs during the test year and in each of the three most recent calendar years; and
- c. The total demand and energy reductions realized through these programs during the test year and in each of the three most recent calendar years.

Response:

48a. Programs currently offered include:

Program
C&I Industrial Lighting
Appliance Recycling
Button Up-Level 1
CFL
Energy Audit
Energy Star Heat Pump
Energy Star Clothes Washer
Energy Star Dishwasher
Energy Star Freezer
Energy Star Refrigerator
Heat Pump Retrofit
LED Promotional
DLC AC
DLC WH
Touchstone Energy Home

48b. DSM Expense [all years presented are calendar years]

2015	\$28,311
2014	\$11,893
2013	\$11,410
2012	\$7,580

48c. Net Demand Reduction [all years presented are calendar years]

Program	Year 2015		Year 2014	
	Participants	Kwh Savings	Participants	Kwh Savings
C&I Industrial Lighting	12	91,124	11	501,900
Appliance Recycling	5	3,480	0	0
Button Up-Level 1	3	4,638	4	5,818
CFL	1,000	63,000	1,000	63,000
Energy Audit	23	12,029	0	0
Energy Star Heat Pump	1	804	0	0
Energy Star Clothes Washer	19	6,650	0	0
Energy Star Dishwasher	9	711	0	0
Energy Star Freezer	8	536	0	0
Energy Star Refrigerator	8	536	0	0
Heat Pump Retrofit	26	196,101	8	56,881
LED Promotional	22	528	0	0
DLC AC	109	545	7	35
DLC WH	93	930	7	70
Touchstone Energy Home	0	0	1	2,568

Program	Year 2013		Year 2012	
	Participants	Kwh Savings	Participants	Kwh Savings
C&I Industrial Lighting	1	150,195	0	0
Appliance Recycling	0	0	0	0
Button Up-Level 1	0	0	1	2,404
CFL	1,000	63,000	1,000	63,000
Energy Audit	0	0	0	0
Energy Star Heat Pump	5	35,870	0	0
Energy Star Clothes Washer	0	0	0	0
Energy Star Dishwasher	0	0	0	0
Energy Star Freezer	0	0	0	0
Energy Star Refrigerator	0	0	0	0
Heat Pump Retrofit	9	67,280	3	21,225
LED Promotional	0	0	0	0
DLC AC	123	615	38	190
DLC WH	116	1,160	40	400
Touchstone Energy Home	3	7,704	1	2,568

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49. Provide separate schedules, for the test year and the 12-month period immediately preceding the test year that show the following information regarding Licking Valley's investments in subsidiaries and joint ventures:

- a. Name of subsidiary or joint venture;
- b. Date of initial investment;
- c. Amount and type of investment;
- d. Balance sheet and income statement. Where only internal statements are prepared, furnish copies of these; and

e. Name of officers of each of the subsidiaries or joint ventures, officer's annual compensation, and portion of compensation charged to the subsidiary or joint venture. Indicate the position that each officer holds with Licking Valley and the compensation received from Licking Valley.

Response

Licking Valley does not have a subsidiary or participate in a joint venture.

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50. Provide separate schedules showing all dividends or income of any type received by Licking Valley from its subsidiaries or joint ventures for the test year and the 3 years preceding the test year. Indicate how this income is reflected in the reports filed with the Commission and any reports to Licking Valley's member customers.

Response

Not applicable.

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51. Concerning non-regulated activities:

a. Is Licking Valley engaged in any non-regulated activities? If yes, provide a detailed description of each non-regulated activity.

b. Is Licking Valley engaged in any non-regulated activities through an affiliate? If yes, provide the name of each affiliate and the non-regulated activity in which it is engaged.

c. Identify each service agreement with each affiliate and indicate whether the service agreement is on file with the Commission. Provide a copy of each service agreement not already on file with the Commission.

d. Has Licking Valley loaned money or property to any affiliate? If yes, describe in detail what was loaned, the terms of the loan, and the name of the affiliate.

Response

Licking Valley does not have non-regulated or affiliate activities.

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52. Provide a copy of the cost of service study and billing analysis filed with Licking Valley's rate application in Excel spreadsheet format with all formulae intact and unprotected and with all columns and rows accessible.

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53. Provide a copy of all exhibits and schedules that were prepared in Excel format included in Licking Valley's rate application in Excel spreadsheet format with all formulae intact and unprotected and with all columns and rows accessible.