



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

Board of Directors

DC Retail Water and Sewer Rates Committee

Thursday, December 7, 2017

9:00am

- 1. **Call to Order** **Rachna Butani, Chairperson**
- 2. **System Availability Fee Rulemaking** **Matthew Brown**
- 3. **Waste Hauler and Industrial High Strength Waste Fees Rulemaking** **Matthew Brown**
- 4. **Action Items (Attachment A)** **Matthew Brown**
 - Recommendation on Proposed Amendment to Extend the Effective Date of the System Availability Fee (Action item 1)
 - Approval of Amendments for the Waste Hauler and High Strength Waste Fee Regulations (Action Item 2)
- 5. **DC Retail Water and Sewer Rates Committee Workplan** **Matthew Brown**
 - FY 2018 Proposed DC Retail Rates Committee Workplan (Attachment B)
- 6. **Agenda for January 23, 2018 Committee Meeting (Attachment C)**..... **Rachna Butani, Chairperson**
- 7. **Other Business** **Matthew Brown**
- 8. **Executive Session***
- 9. **Adjournment**

FOLLOW-UP-ITEMS – DC Retail Water and Sewer Rates Committee Meeting (November 14, 2017)

- 1.) Debt service costs and how DC Water compares with peer utilities. (Mr. Giancola) **Status:** (Finance & Budget December 2017)
- 2.) Compare SFR Monthly Bill for Utilities with CSO Programs chart to include DC Water’s direct peers. (Chairperson Butani) **Status:** (TBD)
- 3.) Provide case laws on the legal defensibility on price breaks. (Mr. Giancola) **Status:** (Henderson Brown, General Counsel) (TBD)

* The DC Water Board of Directors may go into executive session at this meeting pursuant to the District of Columbia Open Meetings Act of 2010, if such action is approved by a majority vote of the Board members who constitute a quorum to discuss: matters prohibited from public disclosure pursuant to a court order or law under D.C. Official Code § 2-575(b)(1); contract negotiations under D.C. Official Code § 2-575(b)(1); legal, confidential or privileged matters under D.C. Official Code § 2-575(b)(4); collective bargaining negotiations under D.C. Official Code § 2-575(b)(5); facility security under D.C. Official Code § 2-575(b)(8); disciplinary matters under D.C. Official Code § 2-575(b)(9); personnel matters under D.C. Official Code § 2-575(b)(10); proprietary matters under D.C. Official Code § 2-575(b)(11); decision in an adjudication action under D.C. Official Code § 2-575(b)(13); civil or criminal matters where disclosure to the public may harm the investigation under D.C. Official Code § 2-575(b)(14), and other matters provided in the Act.

- 4.) Provide a copy of the FY 2015 Cost of Service study report showing the allocation breakdown of water and sewer cost for the sewer system and CRIAC. (Mr. Franco) **Status:** (November 2017)
Completed

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Attachment A

DC Retail Water and Sewer Rates Committee

Action Items

1. Recommendation on Proposed Amendment to Extend the Effective Date of the System Availability Fee (SAF)
2. Approval of Amendments for the Waste Hauler and High Strength Waste Fee Regulations

ACTION ITEM 1

Action Item

1. Recommendation on Proposed Amendment to Extend the Effective Date of the System Availability Fee (SAF)

Management Recommendation:

- A. Amend the Effective Date of the SAF to June 1, 2018

Chapter 1, WATER SUPPLY, of Title 21 DCMR, WATER AND SANITATION, is amended as follows:

Section 112, FEES, is amended by revising the effective date of Subsection 112.11 to read as follows:

- 112.11 Effective June 1, 2018, DCRA Construction Permit Applicants and federal facilities shall be assessed a System Availability Fee (SAF) for new water and sewer connections and renovation or redevelopment projects for existing connections to the District's potable water and sanitary sewer systems based on the SAF meter size in accordance with the following fee schedule and requirements:

ACTION ITEM 2

Action Item

1. Approval of Amendments for the Waste Hauler and High Strength Waste Fee Regulations

Management Recommendation:

- A. Amend Waste Hauler and High Strength Waste Fee Regulations

Chapter 1, WATER SUPPLY, of Title 21, WATER AND SANITATION, of the DCMR is amended as follows:

Section 112, FEES, Subsection 112.6 is amended to read as follows:

112 FEES

112.6 Pretreatment fees shall be as follows:

Waste Hauler Discharge Annual Permit Fee per Vehicle	\$30.00
Waste Hauling Disposal Fees	
High strength grease trap waste	\$0.07 per gallon
High strength septage waste	\$0.07 per gallon
Domestic strength waste	\$0.003 per gallon
Low strength waste	\$0.003 per gallon
Industrial User Permit Fees	
Permit Initial Fee	\$2,000.00
Permit Renewal Fee	\$600.00
Industrial User Annual Compliance Fees	
Significant or Non-Significant Categorical Industrial User	
1 Outfall	\$2,500.00
2 or more Outfalls	\$3,500.00
Significant Non-Categorical Industrial User	
1 Outfall	\$2,500.00
2 or more Outfalls	\$3,500.00
Non-Significant Non-Categorical User	
1 Outfall	\$550.00
2 or more Outfalls	\$700.00
High Strength Waste Fees (Effective April 1, 2018)	
Biochemical Oxygen Demand (BOD)	\$0.135 per pound
Total Suspended Solids (TSS)	\$0.263 per pound
Total Kjeldahl Nitrogen (TKN) or Total Nitrogen (TN)	\$1.471 per pound
Total Phosphorus (TP)	\$4.524 per pound

Section 199, DEFINITIONS is amended by adding the following terms and definitions to read as follows:

199 DEFINITIONS

High Strength Grease Trap Waste – wastewater from grease traps or interceptors, excluding oil-water interceptors.

High Strength Septage Waste – concentrated domestic wastewater from sources, including, but not limited to, portable toilets, septic tanks, and sewage ejector pumps or pits.

Domestic Strength Waste – domestic wastewater that does not exceed the domestic strength wastewater concentrations provided in 21 DCMR § 1511.2.

Low Strength Waste – non-domestic wastewater, including, but not limited to, groundwater and stormwater, that does not exceed the domestic strength wastewater concentrations provided in 21 DCMR § 1511.2.

Chapter 15, DISCHARGE TO WASTEWATER SYSTEM, of Title 21, WATER AND SANITATION, of the DCMR, is amended as follows:

Section 1510, HAULED WASTEWATER, is amended in its entirety to read as follows:

1510 HAULED WASTEWATER

1510.1 Unless authorized by DC Water, it shall be unlawful for any User to dispose of any hauled wastewater, comprising liquid or solid and liquid wastes, removed from septic tanks, grease abatement systems, portable toilets, or wastes from any other source, anywhere in the District of Columbia except at the Septage Receiving Facility located at the wastewater treatment facility at 5000 Overlook Ave., S.W.

1510.2 Any User intending to discharge hauled wastewater in the District of Columbia, shall apply for and obtain a Waste Hauler Discharge Permit.

1510.3 The application for issuance of a Waste Hauler Discharge Permit shall be submitted to DC Water at least thirty (30) days prior to discharge for a new permit or the expiration of a current permit and shall include the following information:

- (a) Name, address, and contact information;
- (b) Vehicle information for each vehicle used to discharge waste at the DC Water Septage Receiving Facility, including:
 - (1) Make, model and year of the vehicle;
 - (2) Tag number;

- (3) State of registration;
 - (4) Serial number;
 - (5) Tank capacity;
 - (6) Garage address; and
 - (7) Insurance coverage;
- (c) Estimated number of loads per week;
 - (d) Services provided (type of waste and service area);
 - (e) List of commercial and industrial customers (if applicable) and type of waste or waste source;
 - (f) Waste characterization data, if requested by DC Water;
 - (g) Operating permits (if applicable); and
 - (h) Certification statements (included on the application), signed by an authorized representative in accordance with § 1508.11.
- 1510.4 After evaluation of the information submitted, DC Water may:
- (a) Deny any application for a Waste Hauler Discharge Permit; or
 - (b) Issue an invoice for the payment of Waste Hauler Discharge Annual Permit Fee as provided in chapter 1 of this title, and upon payment, issue a Waste Hauler Discharge Permit subject to terms and conditions provided in the Waste Hauler Discharge Permit.
- 1510.5 Upon receiving a Waste Hauler Discharge Permit, the Waste Hauler shall comply with all permit conditions. Discharge of wastewater without a permit shall be prohibited, unless authorized in writing by DC Water.
- 1510.6 Waste Hauler Discharge Permits shall be effective for a period of one (1) year and may contain any or all of the following conditions:
- (a) Statement of duration;
 - (b) Statement of non-transferability;
 - (c) Load restrictions;
 - (d) Manifest requirements;

- (e) Right of refusal;
 - (f) Hours of operation, and procedures for discharging outside of the normal hours of operation; and
 - (g) Additional requirements as DC Water may determine.
- 1510.7 Waste Hauler Discharge Permits are not transferable, unless DC Water specifically authorizes in writing.
- 1510.8 The permittee shall notify DC Water immediately if their license plate or registration changes on any of their permitted vehicles.
- 1510.9 Upon receiving notification from the permittee pursuant to 21 DCMR § 1510.8, DC Water shall issue a revised Waste Hauler Discharge Permit.
- 1510.10 The following wastes may not be discharged to the Septage Receiving Facility:
- (a) Waste that is not compatible with the District's wastewater treatment process, including, but not limited to, wastewater or additives containing petroleum products, solvents, formaldehyde, or 1,4-dichlorobenzene shall not be discharged at the Septage Receiving Facility.
 - (b) Hazardous waste or waste from trucks or tanks that previously contained hazardous waste.
 - (c) Waste from water or wastewater treatment plants or other non-domestic sources shall not be discharged at the Septage Receiving Facility unless DC Water specifically authorizes in writing. DC Water may require characterization of the discharge prior to authorization to discharge.
 - (d) Waste from water or wastewater treatment plants or other non-domestic sources, except grease trap waste, shall not be mixed with waste from domestic sources.
- 1510.11 The waste hauler shall submit a manifest form to DC Water prior to entering the Blue Plains facility which shall contain the following information on each load:
- (a) Company name and Waste Hauler Discharge Permit number;
 - (b) Vehicle make, model, and license number;
 - (c) For each source, the customer's name, address and volume of hauled waste;

- (d) Type of waste(s) (for example: grease trap, and septic tank);
- (e) Total volume of the load; and
- (f) Driver certification statement.

1510.12 Disposal into the Septage Receiving Facility shall be in accordance with the following provisions:

- (a) No waste hauler may discharge without prior written authorization by DC Water.
- (b) Unless exempted by DC Water in writing, all loads shall comply with the District's pretreatment standards as provided in 21 DCMR § 1501;
- (c) DC Water reserves the right to refuse acceptance of any load;
- (d) A waste hauler may be required to provide a waste analysis of any load prior to discharge;
- (e) A waste hauler may be required to cease unloading operations at any time;
- (f) In the case of composite loads, any part of the load that is restricted or prohibited shall make the entire load unacceptable for discharge;
- (g) Upon request, any Waste Hauler shall provide DC Water personnel with access to the wastewater contained in the vehicle for collecting samples or taking instrument readings;
- (h) All haulers shall clean up all spills resulting from their discharge activity at the Septage Receiving Facility;
- (i) Additional expenses may be charged to the hauler if DC Water has to clean up any spills or deposits, unclog the septage discharge lines, or repair damage occurring as the result of the hauler's discharge activity; and
- (j) Additional requirements as specified by DC Water in writing.

1510.13 Except as authorized by DC Water, the discharge of truck-hauled wastewater without a permit or in violation of a permit shall be punishable as provided in § 15 of the Act and as provided in 21 DCMR §§ 1513, 1516, and 1517.

1510.14 A Waste Hauler Discharge Permit may be suspended, terminated, or denied for good cause including, but not limited to, the following:

- (a) Information indicating that the permitted discharge poses a threat to the treatment system or DC Water personnel;
- (b) Violation of any terms or conditions of the Waste Hauler Discharge Permit;
- (c) Obtaining a Waste Hauler Discharge Permit by misrepresentation or failure to disclose fully, all relevant facts;
- (d) The unauthorized discharge of wastewater from non-domestic sources;
- (e) Denying DC Water personnel access to a vehicle or its contents for purposes of collecting a sample and/or obtaining instrument readings;
- (f) Failure to obtain or maintain appropriate current hauling licenses or permits from Federal, State, or local agencies;
- (g) Failure to pay fees, including late fees, or administrative penalties or fines;
- (h) Falsification of, failure to complete, or failure to fully disclose all relevant facts in any report, manifest form, or record required by the permit or requested by DC Water;
- (i) Failure to comply with an enforcement action issued by DC Water; and
- (j) Failure to clean up a spill or report a blockage.

1510.15 Waste Hauling Disposal Fees shall be assessed monthly in accordance with the fee schedule provided in 21 DCMR § 112.6 for each load of hauled wastewater received at the Septage Receiving Facility, based on the volume and type or strength of wastewater discharged.

1510.16 DC Water may establish custom waste hauling disposal fees for:

- (a) Waste generated outside the Blue Plains Service Area.
- (b) Commercial (other than grease traps or interceptors) and industrial hauled waste based on the waste characteristics and other factors including, but not limited to, potential risk and wastestream variability.

1510.17 Custom waste hauler disposal fees may be revised by DC Water, at any time, based on new waste characteristic data and information.

1510.18 Additional fees may be assessed for hauled wastewater discharged outside of normal hours of operation, as determined by DC Water.

- 1510.19 DC Water shall determine the volume of wastewater discharged for billing based on either:
- (a) The actual volume of sewage discharged as determined by a method acceptable to DC Water; or
 - (b) The carrying capacity or a percentage of the carrying capacity of the waste hauler's vehicle, if the actual volume of sewage discharged cannot be determined by a method acceptable to DC Water.
- 1510.20 Users may petition the General Manager to reconsider the issuance, suspension, termination or denial of a Waste Hauler Discharge Permit or the terms or conditions of a Waste Hauler Discharge Permit within fifteen (15) calendar days of the effective date of the Waste Hauler Discharge Permit by submission of a Permit Appeal form. The submission of a Permit Appeal for reconsideration shall not stay compliance with Waste Hauler Discharge Permit conditions.
- 1510.21 Failure to submit a timely Permit Appeal for review shall be deemed to be a waiver of administrative appeal unless DC Water grants a time extension.
- 1510.22 In the Permit Appeal, the User shall indicate the discharge permit provisions objected to, the reasons for the objection, and the alternative condition(s), if any, it seeks to place in the Waste Hauler Discharge Permit.
- 1510.23 The General Manager will review and make a final decision on the Permit Appeal. The General Manager will send the User the final decision.
- 1510.24 If the Permit Appeal is denied by the General Manager or the User is not satisfied with the General Manager's final decision, the User may appeal the Permit Appeal decision as set forth in 21 DCMR § 1519 by filing a petition for an administrative hearing within fifteen (15) calendar days of the date of the General Manager's final decision. The petition for an administrative hearing shall be filed in accordance with the requirements set forth in 21 DCMR § 412.

Section 1511, HIGH-STRENGTH WASTE FEE, is amended to read as follows:

1511 HIGH STRENGTH WASTE FEES

- 1511.1 Permitted Significant Industrial Users discharging high strength wastewater into the District's wastewater system shall be assessed a high strength waste fee, in addition to the normal sewer charges, which are based on the volume of wastewater discharged and average daily concentration for the high strength waste constituent.
- 1511.2 The high strength waste fee shall be applied to those permitted discharges whose average daily concentration exceeds one (1) or more of the following domestic strength wastewater concentrations:

- (a) Biochemical Oxygen Demand (BOD) of three hundred milligrams per liter (300 mg/L) or Chemical Oxygen Demand (COD) of six hundred milligrams per liter (600 mg/L);
- (b) Total Suspended Solids (TSS) of three hundred milligrams per liter (300 mg/L);
- (c) Total Kjeldahl Nitrogen (TKN) or Total Nitrogen (TN) of forty- five milligrams per liter (45 mg/L); and
- (d) Total Phosphorus (TP) of six milligrams per liter (6 mg/L).

1511.3 High strength waste fees may be applied to additional constituents for other high strength wastewater based on criteria determined by DC Water, which shall be computed in a similar manner provided in 21 DCMR § 1511.4.

1511.4 The high strength waste fee shall be computed using the following formula for those constituents exceeding the values specified in 21 DCMR § 1511.2:

$$\text{High Strength Waste Fee} = V \times 8.34 \times [\text{FB} \times (\text{AB}-300 \text{ or } \frac{1}{2}(\text{AC}-600)) + \text{FS} \times (\text{AS}-300) + \text{FN} \times (\text{AN}-45) + \text{FP} \times (\text{AP}-6)]$$

Where:

V = volume of sewage in millions of gallons discharged by the Significant Industrial User during the billing period.

FB = the cost for treating BOD expressed in dollars/pound.

AB = the average daily concentration of BOD in the sewage discharged expressed in mg/L.

AC = the average daily concentration of COD in the sewage discharged expressed in mg/L.

Use the higher value of AB-300 or $\frac{1}{2}(\text{AC}-600)$.

FS = the cost for treating TSS expressed in dollars/pound.

AS = the average daily concentration of TSS in the sewage discharged expressed in mg/L.

FN = the cost for treating TKN or TN expressed in dollars/pound.

AN = the average daily concentration of TKN or TN in the sewage discharged expressed in mg/L.

FP = the cost for treating TP expressed in dollars/pound.

AP = the average daily concentration of TP in the sewage discharged expressed in mg/L.

- 1511.5 The cost for treating each high strength waste constituent shall be determined by DC Water as provided in 21 DCMR § 112.6.
- 1511.6 The volume of sewage from the Significant Industrial User shall be determined based upon either:
- (a) Metered or estimated water consumption for the billing period; or
 - (b) Metered or estimated wastewater discharge entering the sewer system.
- 1511.7 If estimated flows are used, the procedure for determining the flows shall be submitted by the Significant Industrial User and approved by DC Water.
- 1511.8 If metered wastewater discharged to the sewer system is used, the Significant Industrial User shall provide and maintain at their own expense, metering facilities as required to indicate accurately, to the satisfaction of DC Water, the volume of discharge to the sewer system.
- 1511.9 Flow data shall be submitted to DC Water in a format and content acceptable to DC Water monthly or at a frequency specified by DC Water.
- 1511.10 If wastewater flow data provided by the Significant Industrial User is not submitted to DC Water by the specified date, DC Water may calculate the high strength waste fee using the metered water consumption.
- 1511.11 The average daily concentration of each constituent shall be in a format and content specified by DC Water and submitted monthly or at a frequency specified by DC Water.
- 1511.12 The average daily concentration shall be based on one or more of the following:
- (a) All sampling and analysis results from sampling conducted by DC Water during the assessment period.
 - (b) All sampling and analysis results from sampling conducted by the Significant Industrial User during the assessment period, or as specified by DC Water, that DC Water determines is characteristic of the overall nature of such discharge.
 - (c) Historical records for the Significant Industrial User or other Significant Industrial Users having similar discharge characteristics.
- 1511.13 A Significant Industrial User may challenge the high-strength waste fee assessment or appeal the General Managers final decision in accordance with the procedures set for in chapter 4 of this title.

Attachment B

FY 2018 Proposed RRC Committee Workplan			
Objective/Activities/Task	Date of Activity	Completed	Responsible Department
1. Propose and Establish Retail Rates for FY 2019 & FY 2020			
a. <i>FY 2019 & FY 2020 Budget presentation to Board</i>	January 4, 2018		Chief Financial Officer
b. <i>RRC recommendation on proposed FY 2019 & FY 2020 rates</i>	January 23, 2018		Rates and Revenue
c. <i>Board approval on proposed FY 2019 & FY 2020 rates</i>	February 1, 2018		
d. <i>Publish Proposed Rates and Fees in DC Register</i>	February 16, 2018		General Counsel
e. <i>Public Comment and Outreach</i>	February 16 - June 11, 2018		External Affairs
f. <i>Public Hearing</i>	May 9, 2018		Board Secretary
g. <i>Public Hearing Record Closes</i>	June 11, 2018		
h. <i>RRC final recommendation to approve FY 2019 & FY 2020 rates</i>	June 26, 2018		Rates and Revenue
i. <i>Board Approval on FY 2019 & FY 2020 rates</i>	July 5, 2018		
j. <i>Publish Final Rates and Fees in DC Register</i>	July 20, 2018		General Counsel
k. <i>Rates Go-Live</i>	October 1, 2018 (FY 2019) October 1, 2019 (FY 2020)		Rates and Revenue and Customer Service
2. Conduct a Review of the Impact of the CRIAC on Various Customer Segments (on-going) <i>including low-income customers who do not qualify for CAP, non-profit organizations and small businesses owners</i>			
a. CRIAC overview to RRC	November 15, 2016	√	Rates and Revenue
b. Discuss the CRIAC restructuring of various segments including low-income customers who do not qualify for CAP, non-profit, charitable and religious organizations and small businesses.	February 21, 2017	√	
c. Comparison of how other utilities with impervious area charges segment non-residential customers and provide discounts/credits/ exemptions	November 14, 2017	√	

FY 2018 Proposed Committee Workplan			
Objective/Activities/Task	Date of Activity	Completed	Responsible Department
3. Waste Hauler and High Strength Waste Fee Regulations			
a. <i>RRC recommend proposal for Waste Hauler and High Strength Waste Fees</i>	September 26, 2017	√	Rates & Revenue Wastewater Treatment
b. <i>Board approval on proposal for Waste Hauler and High Strength Waste Fees</i>	October 5, 2017	√	
c. <i>Publish NOPR for Waste Hauler and High Strength Waste Fees in DC Register</i>	October 27, 2017	√	General Counsel
d. <i>Public Comment and Outreach</i>	October 27 – November 27, 2017	√	Board Secretary
e. <i>RRC final recommendation for Waste Hauler and High Strength Waste Fees</i>	December 7, 2017		Rates & Revenue Wastewater Treatment
f. <i>Board approval for Waste Hauler and High Strength Waste Fees</i>	January 4, 2018		
g. <i>Publish final NOFR for Waste Hauler and High Strength Waste Fees in DC Register</i>	January 19, 2018		General Counsel
h. <i>Waste Hauler Fees Go-Live</i>	February 1, 2018		Wastewater Treatment
i. <i>High Strength Waste Fees Go-Live</i>	April 1, 2018		
4. Fire Protection Service Fee for FY '18, '19, '20, and '21			
a. <i>RRC recommends approval of proposed Fire Protection Service Fee</i>	February 20, 2018		Rates and Revenue
b. <i>BOD approves Notice of Proposed Rulemaking (NOPR)</i>	March 1, 2018		
c. <i>Publish NOPR in DC Register</i>	March 16, 2018		General Counsel
d. <i>Public Comment Period</i>	March 16 - April 16, 2018		Board Secretary
e. <i>RRC recommends approval of final Fire Protection Service Fee</i>	June 26, 2018		Rates and Revenue
f. <i>BOD approves Notice of Final Rulemaking (NOFR)</i>	July 5, 2018		
g. <i>Publish NOFR in DC Register</i>	July 20, 2018		General Counsel
h. <i>Fire Protection Service Fee Go-Live</i>	July 20, 2018		Rates and Revenue

Attachment B

FY 2018 Proposed Committee Workplan			
Objective/Activities/Task	Date of Activity	Completed	Responsible Department
5. 2018 Cost of Service Study and Amendments for Miscellaneous Fees & Charges			
a. <i>RRC recommends COS and proposed amendments for Miscellaneous Fees & Charges</i>	February 20, 2018		Rates & Revenue
b. <i>Board approves Notice of Proposed Rulemaking (NOPR)</i>	March 1, 2018		
c. <i>Publish NOPR in DC Register</i>	March 16, 2018		General Counsel
d. <i>Public Comment Period</i>	March 16 - April 16, 2018		Board Secretary
e. <i>RRC recommends approval of final amendments for Miscellaneous Fees & Charges</i>	June 26, 2018		Rates & Revenue
f. <i>BOD approves Notice of Final Rulemaking (NOFR)</i>	July 5, 2018		
g. <i>Publish NOFR in DC Register</i>	July 20, 2018		General Counsel
h. <i>Miscellaneous Fees & Charges Go-Live</i>	October 1, 2018 (FY 2019)		Rates & Revenue
6. Rate Setting Policy			
a. <i>Review of Rate Setting Policies</i>	November 14, 2017	√	Rates & Revenue
7. Water System Replacement Fee			
a. <i>Review of unmetered fire service lines and their financial impact.</i>	November 14, 2017	√	Rates & Revenue General Manager
b. <i>Review of combined domestic and fire service lines and their financial impact.</i>	November 14, 2017	√	
8. New VertexOne ECIS Billing System (on-going)			
a. <i>New VertexOne customer bill</i>	November 14, 2017	√	Customer Service
9. Delinquent Accounts			
a. <i>Soldiers Home Negotiations</i>	Monthly, as needed		General Counsel

FY 2018 Proposed Committee Workplan			
Objective/Activities/Task	Date of Activity	Completed	Responsible Department
10. System Availability Fee			
a. Publish a Notice of Emergency and Proposed Rulemaking to Extend Effective Date of the System Availability Fee (SAF)			
1) RRC recommends approval of only the <u>revised effective date</u> of the SAF regulations in Notice of Emergency & Proposed Rulemaking (NOE&PR)	December 7, 2017		Rates & Revenue Permits
2) Board adopts NOE&PR	December 7, 2017		
3) Publish NOE&PR in DC Register	December 22, 2017		General Counsel Board Secretary
4) Public Comment Period	December 22, 2017 – January 21, 2018		
5) RRC recommends approval of final action to revise the effective date of the SAF in Notice of Final Rulemaking (NOFR) to June 1, 2018	January 23, 2018		Rates & Revenue Permits
6) Board approves NOFR	February 1, 2018		
7) Publish NOFR in DC Register	February 16, 2018		General Counsel
8) Revised Effective Date Go-Live	February 16, 2018		
b. Publish a Notice of Proposed Rulemaking to Amend Substantive Provisions of the SAF Regulations			
1) DC Water conducts public outreach	November 28 – February 20, 2018		Rates & Revenue Permits and OGC
2) RRC recommends approval of proposed amendments to SAF regulations in Notice of Proposed Rulemaking (NOPR)	February 20, 2018		Rates & Revenue Permits
3) Board approves NOPR	March 1, 2018		
4) Publish NOPR in DC Register	March 16, 2018		General Counsel Board Secretary
5) Public Comment Period	March 16 – April 16, 2018		
6) RRC recommends final action to approve Notice of Final Rulemaking (NOFR)	April 24, 2018		Rates & Revenue Permits
7) Board approves NOFR	May 3, 2018		
8) Publish NOFR in DC Register	May 18, 2018		General Counsel
9) SAF Go-Live	June 1, 2018		Permits
c. System Availability Fee Review			
1) System Availability Fee (SAF) Methodology and Assumptions Review	January 23, 2018		Rates & Revenue Permits

* Dates subject to change



Attachment C

**D.C. WATER AND SEWER AUTHORITY
BOARD OF DIRECTORS
RETAIL WATER & SEWER RATES
COMMITTEE MEETING**

**TUESDAY, January 23, 2018; 9:30 a.m.
AGENDA**

Call to Order	Committee Chairman
Monthly Updates	Chief Financial Officer
Committee Workplan	Chief Financial Officer
Agenda for February 20, 2018 Committee Meeting	Committee Chairman
Other Business	Chief Financial Officer
Adjournment	

*Detailed agenda can be found on DC Water’s website at www.dewater.com/about/board_agendas.cfm