

**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

Board of Directors

DC Retail Water and Sewer Rates Committee

Thursday May 25, 2017

9:30am

- 1. **Call to Order** **Rachna Butani, Chairperson**
- 2. **WSRF Review and Recommendations (Attachment A)** **Biju George**
- 3. **Action Items (Attachment B)** **Syed Khalil**
 - Recommendation to Amend Regulations for Customer Classifications and Definitions (Action Item 1)
 - Recommendation to Amend Regulations for Water System Replacement Fee (WSRF) to Add Requirements for Multi-Family WSRF Adjustment (Action Item 2)
- 4. **DC Retail Water and Sewer Rates Committee Workplan** **Syed Khalil**
 - FY 2017 Proposed DC Retail Rates Committee Workplan (Attachment C)
- 5. **Other Business** **Syed Khalil**
- 6. **Executive Session**
- 7. **Agenda for June 27, 2017 Committee Meeting (Attachment D)** **Rachna Butani, Chairperson**
- 8. **Adjournment**

FOLLOW-UP-ITEMS – DC Retail Water and Sewer Rates Committee Meeting (February 21, 2017)

There were no follow-up items from the February 21, 2017 Committee meeting

* 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.



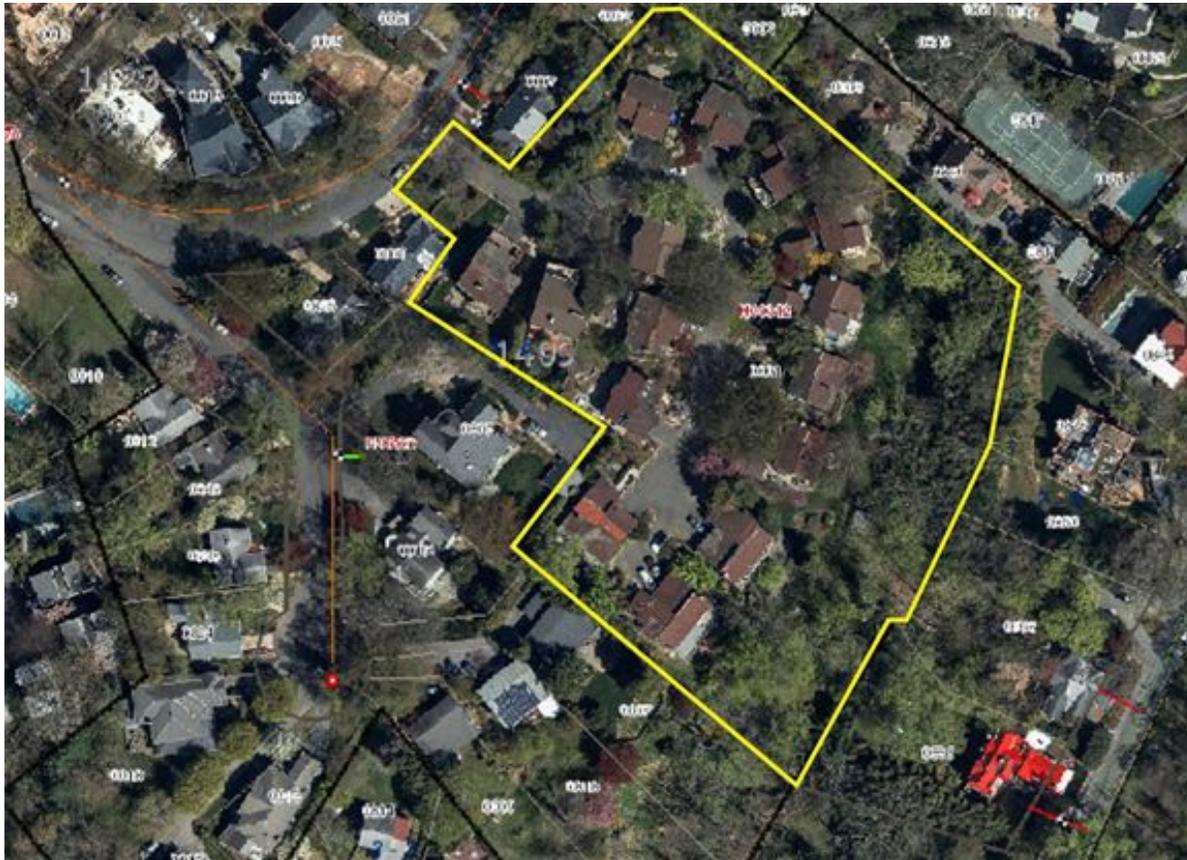
Water System Replacement Fee Review and Recommendations

D.C. Retail Water and Sewer Rates
Committee Meeting
May 25, 2017



Background Customer Information

2800 Battery Place, NW



Key Customer Information:

- Cooperative ***Private Residential*** Development
- 15 Single Family homes
- Single line privately owned & connected to DC Water Main
- Served by a **6" x 1.5" Combined Domestic Meter**
- Provides both domestic & fire suppression



Background WSRF Charges

- Per WSRF Rate Structure, current WSRF for property is:
6" meter size (Current) - $\$1,292.14 \times 12 =$
 $\$15,505.68/\text{year}$
- New WSRF fee is a disproportionate size for an end-use residential property



Background WSRF Charges

Residential Water System Replacement Fee

Meter Size	Monthly Fee
5/8"	\$6.30
3/4"	\$7.39
1"	\$9.67
1" x 1 1/4"	\$9.67
1 1/2"	\$9.67
2"	\$9.67

Note: Customers enrolled in the Customer Assistance Program (CAP) will not pay the fee.

Multi-Family and Non-Residential Water System Replacement Fee

Meter Size	Monthly Fee
5/8"	\$6.30
3/4"	\$7.39
1"	\$9.67
1" x 1 1/4"	\$15.40
1 1/2"	\$41.35
2"	\$83.75
3"	\$232.13
4"	\$561.02
6"	\$1,292.14
8"	\$5,785.51
8" x 2"	\$1,899.60
8" x 4" x 1"	\$2,438.35
greater than 10"	\$6,679.65



Background Customer Correspondence

- Customer first contacted Customer Service in October 2015
- DC Water issued correspondence dated April 20, 2016 recommending the community consider evaluating:
 - Their infrastructure with DC Fire Department and DCRA to determine options for reducing water capacity requirements.
 - The possibility of separating the service lines so the fire line is separated from the domestic use line.
- On August 23, 2016 customer requested:
 - Waiver or reduction in WSRF fee
 - Retroactive credit on payments made since implementation
 - Suspension of charging the higher rate until issue has been studied



Background Additional Considerations

- DC Water Policy
 - DC Water implements the WSRF in accordance with the District Municipal Regulations (DCMR) at 21 DCMR § 112.10
- Policy Challenges
 - Term “Cooperative Housing Association” is not included in customer classifications
- Legal Authority
 - DCMR does not give DC Water discretion to either waive, reduce, or suspend the fee or retroactively credit fees charged
- Additional Considerations
 - Concerned that all non residential accounts that have combined domestic and fire service could make a similar argument



Board Direction and Outcome

- October 20, 2016 Water Quality Water Services Committee:
 - DC Water was directed to examine the process, identify other similarly situated properties, and evaluate the impact of adjusting WSRF fees
- DC Water conducted review to identify combined domestic meters that supply to multi-family residential private developments, specifically to:
 1. Estimate the number of combined domestic meters that supply single family private developments
 2. Estimate the number of unmetered fire service lines that serve DC Water customers
 3. Review the rate impact of any potential policy changes to the WSRF, and
 4. Identify engineering and policy considerations on assessing charges for combined domestic meters and unmetered fire service lines.



Review and Findings Properties

- Two properties:
 - Chain Bridge Road Corporation at 2800 Battery Place NW, a cooperative housing association comprised of 15 single-family detached homes with a private fire hydrant served by a 6"x1.5" master meter for combined fire and domestic service. Classified as multi-family and charged a monthly WSRF fee of \$1,292.14.
 - Southern Coop at 5800 Southern Ave SE, a cooperative housing association comprised of 92 single-family townhouses with 2 private hydrants served by a 8"x4"x1" master meter for combined fire and domestic service. Classified as multi-family and charged a monthly WSRF of \$2,438.35.



Review and Findings Financial Impact

- Minimal loss of annual revenue if WSRF assessed monthly based on peak water demand excluding fire, based on specific characteristics of property
- Based on consideration of peak demand, likely loss of \$35,248.08:
 - Battery Place would most likely be a 3” modified combined domestic meter = annual WSRF revenue decrease of \$12,720.12
 - Southern Coop would most likely be a 4” modified combined domestic meter = annual WSRF revenue decrease of \$22,527.96

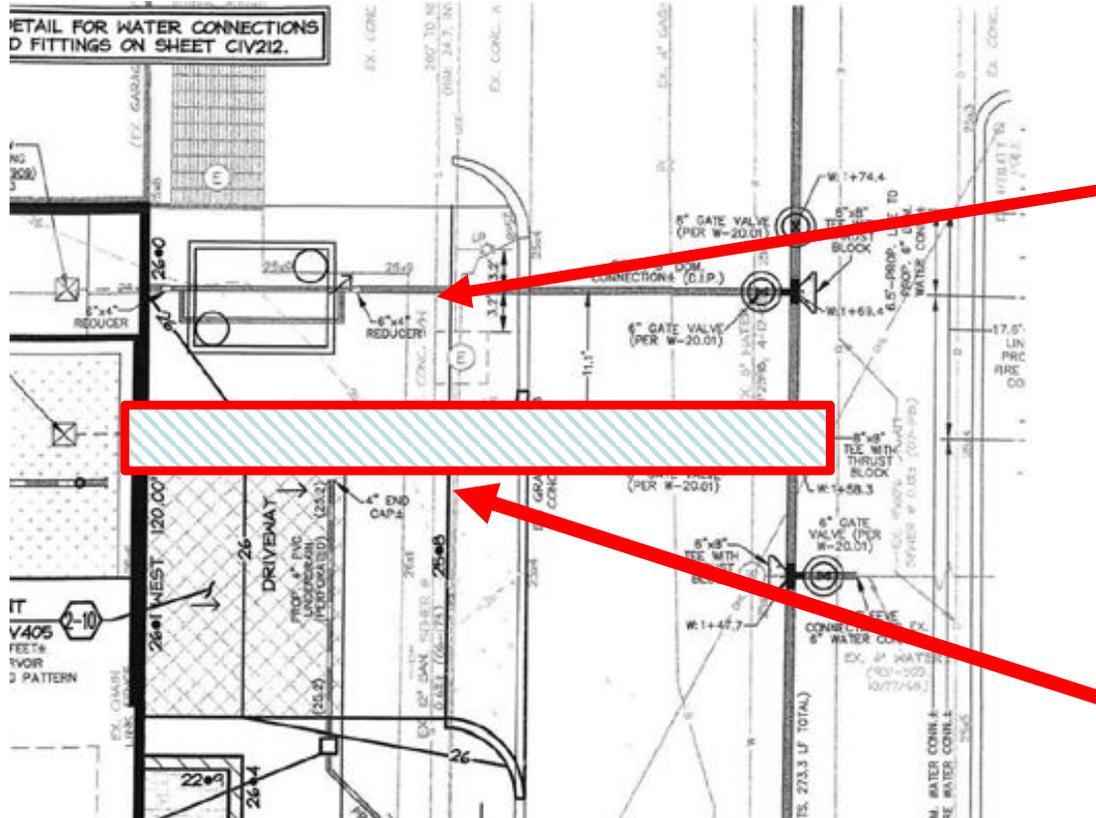


Additional Findings and Future Considerations

- The DC Water system has meter configurations that can be deemed as non-fire suppression usage (“domestic,”) combined domestic and fire suppression (“combined domestic,”) and fire suppression only (“fire service line”)
- Currently, the WSRF is assessed for meters that serve “domestic” and “combined domestic” services, and not for unmetered fire service lines
- A fee for the water system capacity required to serve unmetered fire service lines could be considered to address the current inequity
- An estimated 2,706 unmetered fire service lines (3”+) exist
- If DC Water assessed a fee for unmetered fire service lines, would generate a minimum of \$314,000 annually



Additional Findings and Future Considerations



Combined Domestic and Fire Service is through the same connection and it has a water meter.

The meter is large enough to accommodate both the Domestic and the fire.

There is no Fire Service Connection.

This is not the normal configuration and it is estimated that there are 175 connections similar to this in the service area where the WSRF is charged for a meter big enough for both the domestic and the fire service.



Recommendations

1. Amend Customer Classifications at 21 DCMR § 4104 to:
 - Include Cooperative Housing Associations to clarify definitions for Residential, Multi-family, and Non-residential customers for rates, fees, and charges

2. Amend definitions at 21 DCMR § 4199 to:
 - Add definitions for Condominium, Cooperative Housing Association, and Dwelling Unit

3. Amend WSRF regulations at 21 DCMR § 112.10 to:
 - Add subparagraph (c) to allow multi-family customers whose premises meet certain requirements to request a WSRF adjustment to modify the combined domestic meter size based on peak domestic water demand, excluding fire, for that premises



Proposed Amendments

1. Customer Classification

4104 CUSTOMER CLASSIFICATIONS FOR WATER AND SEWER RATES, FEES AND CHARGES

4104.1 The customer classifications for water and sewer rates, fees and charges shall consist of a residential class, multi-family, and a non-residential class

(a) Residential – a customer whose premises is a single-family dwelling unit used for domestic purposes, whether as a row, detached or semi-detached structure, or as a single dwelling unit within an apartment building, or as a single dwelling unit within; a condominium, or as a single dwelling unit within a cooperative housing association, or apartment unit where each unit is served by a separate service line and is individually metered and the unit is used for domestic purposes; or a multi-family multifamily structure or development of less than four (4) single-family, apartment, condominium, or cooperative housing association dwelling units where all the units are used for domestic purposes and served by a single service line that is master metered; excluding a premises operated as a nursing home, dormitory or transient housing business, including, but not limited to a bed and breakfast, hotel, motel, inn, boarding house or rooming house.

(b) Multi-Family – a customer whose premises is a multi-family multifamily structure or development (such as an a condominium or apartment, condominium, or cooperative housing association dwelling) used for domestic purposes, with four or more single-family, apartment, condominium, or cooperative housing association residential dwelling units served by the same service line that is master metered; excluding a premises operated as a nursing home, dormitory or transient housing business, including, but not limited to a bed and breakfast, hotel, motel, inn, boarding house or rooming house.

(c) Non-residential – all customers not within either the residential or multi-family class including customers whose premises is comprised of one or more units that is not used for domestic purposes and all units are served by the same service line that is master metered.



Proposed Amendments

1. Customer Classification

4104 CUSTOMER CLASSIFICATIONS FOR WATER AND SEWER RATES, FEES AND CHARGES

4104.1 The customer classifications for water and sewer rates, fees and charges shall consist of a residential class, multi-family, and a non-residential class:

- a) Residential – a customer whose premises is a single-family dwelling unit used for domestic purposes, whether as a row, detached or semi-detached structure, or as a single dwelling unit within an apartment building, or as a single dwelling unit within a condominium, or as a single dwelling unit within a cooperative housing association, where each unit is served by a separate service line and is individually metered and used for domestic purposes; or a multi-family structure or development of less than four (4) single-family, apartment, condominium, or cooperative housing association dwelling units where all the units are used for domestic purposes and served by a single service line that is master metered; excluding a premises operated as a nursing home, dormitory or transient housing business, including, but not limited to a bed and breakfast, hotel, motel, inn, boarding house or rooming house.
- b) Multi-Family – a customer whose premises is a multi-family structure or development (such as an apartment, condominium, or cooperative housing association) used for domestic purposes, with four or more single-family, apartment, condominium, or cooperative housing association residential dwelling units served by the same service line that is master metered; excluding a premises operated as a nursing home, dormitory or transient housing business, including, but not limited to a bed and breakfast, hotel, motel, inn, boarding house or rooming house.
- c) Non-residential – all customers not within either the residential or multi-family class including customers whose premises is comprised of one or more units that is not used for domestic purposes and all units are served by the same service line that is master metered.



Proposed Amendments

2. Definitions

4199 DEFINITIONS

4199.1 When used in this chapter, the following words and phrases shall have the meanings ascribed:

Condominium – means real estate, portions of which are designated for separate ownership and the remainder of which is designated for common ownership solely by the owners of the portions designated for separate ownership, provided the undivided interests in the common elements are vested in the unit owners.

Cooperative Housing Association – means an association, whether incorporated or unincorporated, organized for the purpose of owning and operating residential real property, the shareholders or members of which, by reason of their ownership of a stock or membership certificate, a proprietary lease or other evidence of membership, are entitled to occupy a dwelling unit pursuant to the terms of a proprietary lease or occupancy agreement.

Dwelling Unit – any habitable room or group of rooms with kitchen and bathroom facilities forming a single unit located within a building or structure, which is wholly or partially used or intended to be used for living, sleeping and the preparation and consumption of meals by human occupants, and is under the control of and for the use of the occupant.



Proposed Amendments

3. WSRF

Add paragraph (c) to 21 DCMR § 112.10

- (c) A Multi-Family WSRF adjustment will be provided in accordance with the following rules and procedures:
- (1) A Multi-Family customer that is a cooperative housing association and whose premises is comprised exclusively of single family attached or detached dwelling structures and served by a master meter, may request a Multi-Family WSRF adjustment to modify the combined domestic meter based on the peak domestic water demand, excluding fire demand, for that premises.
 - (2) The eligible Multi-Family customer must submit the following information and fees to DC Water for review:
 - (A) Record(s) demonstrating that each unit in the cooperative housing association is a single-family attached or detached dwelling unit;
 - (B) A site plan, prepared by a certified professional engineer or architect, or master plumber, drawn to scale showing the water distribution and service lines; and
 - (C) The proposed modified combined domestic meter size calculated using the meter sizing computations for the peak domestic water demand for the premises, excluding fire demand, and prepared by a certified professional engineer or architect, or master plumber, in accordance with the District of Columbia Plumbing Code.
 - (D) Payment of the Approved Plan Revision Engineering Review Fee.
 - (3) Upon approval of a request for a Multi-Family WSRF adjustment, the Multi-Family customer will be charged the WSRF based on the approved modified combined domestic meter size. No retroactive credits or refunds will be provided for WSRF billed prior to the approval of the Multi-Family WSRF adjustment.
 - (4) The size of the master meter used to deliver water to the premises will be calculated using the peak water demand including fire demand in accordance with the District of Columbia Plumbing Code.



Action Items

- Amend Customer Classifications at 21 DCMR § 4104
- Amend Definitions at 21 DCMR § 4199
- Amend WSRF Regulations at 21 DCMR § 112.10

Attachment B

DC Retail Water and Sewer Rates Committee

Action Items

1. Recommendation to Amend Regulations for Customer Classifications and Definitions
2. Recommendation to Amend Regulations for Water System Replacement Fee (WSRF) to Add Requirements for Multi-Family WSRF Adjustment

ACTION ITEM 1

Action Item

1. Recommendation to Amend Regulations for Customer Classifications and Definitions:

Proposed amendments to Customer Classifications and Definitions in 21 DCMR § 4104 and 4199 are as follows:

4104 CUSTOMER CLASSIFICATIONS FOR WATER AND SEWER RATES, FEES AND CHARGES

4104.1 The customer classifications for water and sewer rates, fees and charges shall consist of a residential class, multi-family, and a non-residential class:

- (a) Residential – a customer whose premises is a single-family dwelling unit used for domestic purposes, whether as a row, detached or semi-detached structure, or as a single dwelling unit within an apartment building, or as a single dwelling unit within a condominium, or as a single dwelling unit within a Cooperative Housing Association, where each unit is served by a separate service line and is individually metered and used for domestic purposes; or a multi-family structure or development of less than four (4) single-family, apartment, condominium, or Cooperative Housing Association dwelling units where all the units are used for domestic purposes and served by a single service line that is master metered; excluding a premises operated as a nursing home, dormitory or transient housing business, including, but not limited to a bed and breakfast, hotel, motel, inn, boarding house or rooming house.
- (b) Multi-Family – a customer whose premises is a multi-family structure or development (such as an apartment, condominium, or Cooperative Housing Association) used for domestic purposes, with four or more single-family, apartment, condominium, or Cooperative Housing Association residential dwelling units served by the same service line that is master metered; excluding a premises operated as a nursing home, dormitory or transient housing business, including, but not limited to a bed and breakfast, hotel, motel, inn, boarding house or rooming house.
- (c) Non-residential – all customers not within either the residential or multi-family class including customers whose premises is comprised of one or more

units that is not used for domestic purposes and all units are served by the same service line that is master metered.

Section 4199 is amended by adding the following terms and definitions to read as follows:

Condominium – means real estate, portions of which are designated for separate ownership and the remainder of which is designated for common ownership solely by the owners of the portions designated for separate ownership, provided the undivided interests in the common elements are vested in the unit owners.

Cooperative Housing Association – means an association, whether incorporated or unincorporated, organized for the purpose of owning and operating residential real property, the shareholders or members of which, by reason of their ownership of a stock or membership certificate, a proprietary lease or other evidence of membership, are entitled to occupy a dwelling unit pursuant to the terms of a proprietary lease or occupancy agreement.

Dwelling Unit – any habitable room or group of rooms with kitchen and bathroom facilities forming a single unit located within a building or structure, which is wholly or partially used or intended to be used for living, sleeping and the preparation and consumption of meals by human occupants, and is under the control of and for the use of the occupant.

ACTION ITEM 2

Action Item

1. Recommendation to Amend Regulations for Water System Replacement Fee (WSRF) to Add Requirements for Multi-Family WSRF Adjustment:

Proposed amendments to Water System Replacement Fee (WSRF) regulations adding paragraph (c) to 21 DCMR § 112.10 are as follows:

- (c) A Multi-Family WSRF adjustment will be provided in accordance with the following rules and procedures:
 - (1) A Multi-Family customer that is a Cooperative Housing Association and whose premises is comprised exclusively of single family attached or detached dwelling structures and served by a master meter, may request a Multi-Family WSRF adjustment to modify the combined domestic meter based on the peak domestic water demand, excluding fire demand, for that premises.
 - (2) The eligible Multi-Family customer must submit the following information and fees to DC Water for review:
 - (A) Record(s) demonstrating that each unit in the Cooperative Housing Association is a single-family attached or detached dwelling unit;
 - (B) A site plan, prepared by a certified professional engineer or architect, or master plumber, drawn to scale showing the water distribution and service lines; and
 - (C) The proposed modified combined domestic meter size calculated using the meter sizing computations for the peak domestic water demand for the premises, excluding fire demand, and prepared by a certified professional engineer or architect, or master plumber, in accordance with the District of Columbia Plumbing Code.
 - (D) Payment of the Approved Plan Revision Engineering Review Fee.
 - (3) Upon approval of a request for a Multi-Family WSRF adjustment, the Multi-Family customer will be charged the WSRF based on the approved modified combined domestic meter size. No retroactive credits or refunds will be provided for WSRF billed prior to the approval of the Multi-Family WSRF adjustment.

- (4) The size of the master meter used to deliver water to the premises will be calculated using the peak water demand including fire demand in accordance with the District of Columbia Plumbing Code.

Attachment C

FY 2017 Proposed Committee Workplan

Objective/Activities/Task	Date of Activity	Completed	Responsible Department
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1. Expand CAP to Include CRIAC Credit			
<i>a. Evaluate expansion of CAP to include CRIAC credit</i>			Rates & Revenue Budget & Finance
i. Presentation to Joint F&B and RRC Committees	September 27, 2016	√	
ii. Presentation to Joint F&B and RRC Committees	November 15, 2016	√	
iii. Joint F&B and RRC Committees recommended proposed CAP credit for CRIAC to eligible customers	November 15, 2016	√	
iv. Board approved to expand CAP credit for CRIAC	December 1, 2016	√	
v. Published NOPR to expand CAP credit in DC Register	December 16, 2016	√	General Counsel
vi. Public Outreach	Dec. 16 - Jan. 16, 2017	√	External Affairs
vii. RRC final recommendation on 50% CRIAC credit to CAP customers	February 21, 2017	√	
viii. F&B final recommendation on 50% CRIAC credit to CAP customers	February 23, 2017	√	
ix. Board approval of CRIAC credit for CAP customers	March 2, 2017	√	
x. Publish final NOFR to expand CAP credit for CRIAC in DC Register	March 24, 2017	√	General Counsel
xi. Go-Live	May 1, 2017	√	

2. Conduct a Review of the Impact of the CRIAC on Various Customer Segments			
<i>a. Conduct a review of the impact of the CRIAC on various customer segments including low-income customers who do not qualify for CAP, non-profit organizations and small businesses owners</i>			Rates and Revenue
i. CRIAC overview to RRC	November 15, 2016	√	
ii. 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	√	

FY 2017 Proposed Committee Workplan			
Objective/Activities/Task	Date of Activity	Completed	Responsible Department
3. Water System Replacement Fee			
a. <i>RRC recommend proposal to amend customer classifications and WSRF regulations</i>	May 25, 2017	√	Rates & Revenue
b. <i>Board approval on proposal to amend customer classifications and WSRF regulations</i>	June 1, 2017		
c. <i>Publish NOPR to amend customer classifications and WSRF regulations in DCMR</i>	June 16 – July 17, 2017		General Counsel
d. <i>RRC final recommendation to amend customer classifications and WSRF regulations</i>	July 25, 2017		
e. <i>Board approval to amend customer classifications and WSRF regulations</i>	September 7, 2017		
f. <i>Publish final NOFR to amend customer classifications and WSRF regulations in DCMR</i>	September 22, 2017		General Counsel
4. Delinquent Accounts			
a. <i>Soldiers Home Negotiations</i>	Monthly, as needed		General Counsel
5. Alternative Charges			
a. <i>System Availability Fee (SAF) Go-live</i>	January 1, 2018		Permits
6. DCGIS FY 2014 Flyover			
a. <i>Update Committee on FY 2014 Flyover</i>	November 15, 2016	√	Customer Service
b. <i>Review of FY 2014 Flyover</i>	July 25, 2017		
7. New VertexOne ECIS Billing System			
a. <i>Overview of the new VertexOne ECIS Billing System</i>	June 27, 2017		Customer Service

Attachment C

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i. CRIAC overview to RRC	November 15, 2016	√	
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a. <i>Overview of the new VertexOne ECIS Billing System</i>	June 27, 2017		Customer Service

Attachment C



Attachment D

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

**TUESDAY, June 27, 2017; 9:30 a.m.
AGENDA**

Call to Order	Committee Chairman
Monthly Updates	Chief Financial Officer
Committee Workplan	Chief Financial Officer
Other Business	Chief Financial Officer
Agenda for July 25, 2017 Committee Meeting	Committee Chairman
Adjournment	

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