



Public Utilities Commission

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June 14, 2021

Mr. Christopher L. Miller
Ms. Nicole R. Woods
ICE MILLER LLP
250 West Street Suite 700
Columbus, Ohio 43215

RE: *In the Matter of the Application of Aqua Ohio, Inc. to Increase its Rates and Charges for Its Waterworks Service in Case No. 21-0595-WW-AIR*

Dear Counsel:

On May 21, 2021, Aqua Ohio, Inc. (“Aqua” or the Company) filed its pre-filing notice (PFN) of its intent to file an application to increase rates in Case No. 21-0595-WW-AIR. Then, on May 28, 2021, Aqua filed a revised PFN with an amended Exhibit 2B, after the Company noticed errors in the originally filed version.

As part of the supplemental filing requirements for an application for an increase in rates, Ohio Adm.Code 4901-7-01, App. A, Ch. II (B)(9) requires the applicant utility to provide an executive summary of the management policies, practices, and organization used to meet corporate goals, as defined by the board of directors and corporate officers. The applicant utility is also required to demonstrate how pertinent elements of the management process relate to three functional areas, which are identified and requested by the Staff of the Public Utilities Commission of Ohio (Commission).¹

Within ten business days of the applicant filing its PFN, the Commission Staff are required to notify the applicant company which three functional areas have been selected by filing a letter in the case docket.

Accordingly, the Commission Staff hereby selects the following functional areas that Aqua must include in the application to be filed in the above referenced case:

1. Financial planning process and objectives, including the policies and procedures for Aqua, Ohio Inc.’s capital planning and financing activities, and how Aqua Ohio, Inc.’s capital needs are supported by Essential Utilities, Inc.’s central treasury department.
2. Legal, including the policies and procedures for Aqua Ohio, Inc.’s lobbying and political activities and how those fit in with the more comprehensive compliance program established by Essential Utilities, Inc.

¹ Pertinent elements to incorporate for each functional area should include organization chart, diagrams, and flow charts, performance indicators, standards of performance, and prepared testimony of applicant utility personnel or other expert witnesses. Ohio Adm.Code 4901-7-01, App. A, Ch. II (B)(9).

3. Budgeting and forecasting, including policies and procedures for how costs are allocated to Aqua Ohio, Inc. from Essential Utilities, Inc.

Thank you.

A handwritten signature in black ink, appearing to read 'K. Schaefer', with a long horizontal stroke extending to the right.

Krystina Schaefer
Division Chief, Grid Modernization & Retail Markets
Public Utilities Commission of Ohio

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Case No(s). 21-0595-WW-AIR

Summary: Letter of Notification Staff Letter In the Matter of the Application of Aqua Ohio, Inc. to Increase its Rates and Charges for Its Waterworks Service in Case No. 21-0595-WW-AIR electronically filed by Ms. Krystina M Schaefer on behalf of PUCO Staff