**CONCEPTS FOR DEVELOPMENT**

**of**

**CITY COUNCIL UTILITIES REGULATORY OFFICE**

***Proposed Structure & Organization of Office***

See attached conceptual organizational structure

***Responsibilities of the Office***

Under the direction of each respective committee, establish and administer cost effective regulatory strategy in the exercise of the Council’s Home Rule Charter responsibilities

Prepare monthly reports to each respective committee, complete with a schedule of dates related to utility filings and Council actions required by Council resolutions and active utility dockets, on the status of all utility regulatory activities under the purview of each committee

Make recommendations on all regulatory activities of the Council in its regulation of electric, natural gas and telecommunications utilities, as supported by the Council’s retention of outside consultants

Administer and pro-actively manage all outside consultants’ contracts and budgets within Council pre-established guidelines and contractual provisions

Administration of utility franchises and permit provisions of utilities operating in Orleans Parish

Research utility case law and state and federal legislation as required in support of Council utility regulatory policies

Research and develop regulatory policy recommendations on the appropriate subject matter for each committee

Provide staff support to the Council’s designated hearing officer in all Council dockets

Monitor congressional, state and other regulatory jurisdictions’ actions on matters affecting the electric, natural gas, and telecommunications industry and those specific to their effects on the New Orleans jurisdiction

Evaluate pertinent Federal Energy Regulatory Commission (FERC) rulemakings and orders as same effects the Council’s regulation of the electric and gas utilities in New Orleans

Review, monitor and evaluate, on an ongoing basis, regulatory related activities on a regional and national level through various regulatory material and journals for use in briefing each respective committee member on regulatory policy

Actively oversee and monitor on behalf of the Council all Council established regulatory dockets

Attend meetings with constituent groups on regulatory issues as requested by members of the respective committee and City Council

Attend meetings with utility representatives, stakeholder groups and the Council’s outside consultants on pertinent subject matters and in active and pending dockets affecting the Council’s regulation of the utilities on all topics of timely interest

Act as liaison between City Council and the City’s law department and other departments, boards and commissions in matters concerning the franchising and regulating of cable television providers, and public utilities

Act as liaison between the City Council and the cable television providers, telecommunications providers and public utilities, subject to provisions of the New Orleans’ City Charter

Development of regulatory orders and legislative instruments for Committee and Council consideration on pertinent regulatory matters

Interface with Council Members and their staffs on customer complaints on utility service and billing related issues pursuant to the requirements of any approved customer service regulations of the affected utility

Act as liaison with the National Association of Regulatory Utility Commissioners (NARUC) on behalf of the Council

Attend NARUC staff subcommittee meetings and ERSC, MISO OMS or SPP RSC meetings as appropriate