



September 27, 2012

Memorandum #2012-134

TO: Directors of Utilities Committee

BY: John M. Carlock, Deputy Executive Director

**RE: Committee Meeting - October 3, 2012
RSVP - October 2, 2012**

The Directors of Utilities Committee meeting will be held on **October 3, 2012 at 1:30 p.m.** in the **HRPDC Regional Board Room, 723 Woodlake Drive, Chesapeake.** The agenda and related materials are attached.

Please RSVP by October 2, 2012 so we may make appropriate logistical arrangements. If you have any questions or need further information, please do not hesitate to contact me or Whitney Katchmark.

Please RSVP by October 2, 2012.

TS/jc

Attachments

Directors of Utilities Committee

Daniel G. Clayton III, WM
Sonja Eubank, SM
Bryan Foster, PO
Larry Foster, JCSA
H. Reed Fowler II, NN
Tyrone Franklin, SY
Edward G. Henifin, HRSD
Bill Hopkins, SM
John Hudgins, YK
Julien Johnson, SH
Thomas M. Leahy III, VB
Kristen M. Lentz, NO
William J. Meyer, CH

Jason Mitchell, HA
Albert Moor II, SU
Russell Pace, FR
Brian Ramaley, NN
Anthony Reyes, HA
Martin Schlesinger, GL
Everett Skipper, NN
Bob Speechly, PQ
Michael Stallings, WN
Peter M. Stephenson, SM
Erin Trimyer, PO
Brian K. Woodward, YK
Edwin P. Wrightson, IW

Copy

Lynn Allsbrook, HA
Joseph Durant, NN
Frank Haltom, IW
Stephen Land, NN
Dave Morris, NNWW
Nettleton Richard, VB

Ellen Roberts, PQ
Kenneth Sims, WN
Stephen Watson, FR
Sherry D. Wright, NN
Craig Ziesemer SU

Capacity Team

Edward G. Henifin, HRSD
Phil Hubbard, HRSD
Stephen K. Land, NN
Kristen M. Lentz, NO
Melissa Lindgren, IW
William J. Meyer, CH
Stephen T. Motley, VB
Nick Nagurney, VB
Richard H. Nettleton, VB

Danny Poe, JC
Richard Stahr, Brown and Caldwell
Eric Tucker, NO
Kenneth Turner, NO
Rick Underhill, Greeley-Hansen
Stephen Williams, NN
Frank Wilson, PO
Craig Ziesemer, SU

**MEETING AND FY2014 PLANNING RETREAT
DIRECTORS OF UTILITIES COMMITTEE
AGENDA
October 3, 2012
Chesapeake
1:30 PM**

1. Summary of the September 5, 2012 Meeting of the Directors of Utilities Committee.

The summary of the September 5, 2012 meeting of the Directors of Utilities Committee is attached as item 1A for the Committee's review and approval.

Attachments:

- 1A August 1, 2012 Meeting Summary
- 1B August 1, 2012 Meeting Sign-in Sheet
- 1C Virginia Fusion Center Briefing Materials
- 1D Environment Virginia 2013 Planning Meeting Notes
- 1E SSORS User Group Meeting Summary

ACTION: Approve the meeting summary.

2. Wastewater Program for FY2014:

- a. **Proposed Budget:** Draft budget is \$253,771. The proposed FY14 budget is about \$50,000 less than FY13 because less funding is required for the FOG Training consultant and SSORS maintenance. Additional details are included on the budget spreadsheet (see Attachment 2A).

HRPDC has roughly \$56,000 in remaining funds that was collected as part of the Wastewater Program in FY10-FY12. HRPDC recommends that these funds be used to implement the major upgrades identified by the SSORS users' workgroup. URS estimates that the upgrades will cost \$49,820.

- b. **Work Program Elements:** The wastewater program will be influenced by the outcome of the Regional Sewer Consolidation Study. The committee is encouraged to provide recommendations for the FY14 work program. Anticipated program elements include:
 - i. SOC information sharing
 - ii. Implementation of UASI study recommendations
 - iii. Tracking bacteria TMDLs and proposed implementation plans
 - iv. Information sharing between stormwater, utilities and HRSD related to the Bay TMDL
 - v. Research and potential steering committee to consider Integrated Planning concept

- vi. SSORS maintenance and coordination with VDH and DEQ
- vii. FOG training and public education

Attachment:

2A Draft Wastewater Program Budget

3. Water Program for FY2014:

- a. **Proposed Budget:** Draft budget is \$376,271. The proposed FY14 budget is about \$160,000 less than FY13 because funding for USGS projects was eliminated and funding for HRPDC staff time was reduced to reflect shift in workload from drinking water to stormwater issues. Additional details are included on the budget spreadsheet (see Attachment 3A).

HRPDC has roughly \$231,000 that was collected as part of the Water Program over the past decade. Approximately \$99,000 of the \$231,000 was originally intended to fund USGS projects. HRPDC recommends that these funds be used for consultant efforts identified by the committee and other contingencies. Some or all of the funding could be used to support the proposed FY14 budget and local contributions would be reduced accordingly.

- b. **Work Program Elements:** The water program will continue to include technical assistance, monitoring of regulatory issues, tracking groundwater permits, administering the groundwater mitigation program, Help to Others and HR WET. HRPDC staff estimates that half of the funded technical staff time (1500 hours) will be available to support additional projects or initiatives. The committee is encouraged to provide recommendations for FY14 projects. The following issues are suggested for consideration:

- i. **Expand or continue Rate Structure project:** In FY13, HRPDC staff will develop a summary document and presentation identifying the problems with the existing water utility rate structure. In FY14, the HRPDC could focus on delivering a variety of presentations to elected officials, community groups, chamber, etc.
- ii. **Implementation of UASI study recommendations:** HRPDC provided one page summaries of 21 initiatives based on the UASI study (distributed in a separate email). Please consider initiatives to pursue in FY14.
- iii. **Identify and collect useful regional data sets:** HRPDC collects utility rates and number of accounts and recently began collecting annual water use by locality disaggregated into customer categories (residential, commercial, industrial, etc). Please consider if existing data is useful to localities and if additional information should be collected by HRPDC.

- iv. **Update source water protection plans/maps:** A regional GIS layer of watershed boundaries for source waters could be helpful for identifying land use impacts on reservoir water quality and addressing Bay TMDL questions related to the impact of reservoirs on delivery of nutrients and sediments to the Bay.

Attachment:

3A Draft Water Program Budget

4. Other Business

Future Meeting Agendas: The following agenda topics were identified at previous meetings and are provided for reference:

- November 7, 2012 Committee Meeting:
 - Annual Board of Directors Meeting, H2O – Help to Others Program
 - UASI Draft Improvement Plan Briefing
- December 5, 2012 Joint Committee Meeting with Health Directors:
 - Revision and Update of the Hampton Roads Water Quality Response Plan
 - UASI Final Improvement Plan Briefing