



July 31, 2013

**Memorandum #2013-109**

**TO: Directors of Utilities Committee**

**BY: Whitney Katchmark, Principal Water Resources Engineer**

**RE: Committee Meeting – August 7, 2013  
RSVP – August 6, 2013**

The meeting of the HRPDC Directors of Utilities Committee will be held on **August 7, 2013** at **12:30 p.m.** in the **HRPDC Board Room, The Regional Building, 723 Woodlake Drive, Chesapeake**. The agenda and related materials are attached.

**Please RSVP by August 6, 2013** so we may make appropriate logistical arrangements. If you have any questions or need further information, please do not hesitate to contact me.

TS/jc

Attachments

**Directors of Utilities Committee:**

Daniel G. Clayton III, WM  
Scott Dewhirst, NN  
Sonja Eubank, SM  
Bryan Foster, PO  
Larry Foster, JCSA  
H. Reed Fowler II, NN  
Tyrone W. 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  
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

**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 Nettleton, VB

Ralph Patterson, WM  
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

**Directors of Utilities Copy:**

Lynn Allsbrook, HA  
Joseph Durant, NN  
Frank Haltom, IW  
Stephen Land, NN  
Bob Montague, VB  
David Morris, NN  
Richard Nettleton, VB

Ellen Roberts, PQ  
Kenneth Sims, WN  
Stephen Watson, FR  
Shannon M. White, NO  
Sherry D. Wright, NN  
Craig Ziesemer, SU

**MEETING OF  
DIRECTORS OF UTILITIES COMMITTEE  
AGENDA  
August 7, 2013  
HRPDC, Chesapeake  
1:30 P.M.**

**1. Summary of the June 5, 2013 Joint Meeting of the Directors of Utilities Committee, Health Directors, and Emergency Managers**

The summary of the June 5, 2013 meeting of the Directors of Utilities Committee is attached for the Committee's review and approval.

The Directors of Utilities Committee meeting was cancelled for the month of July.

Attachments:

- 1A June 5, 2013 Meeting Summary
- 1B June 5, 2013 Meeting Sign-in Sheet
- 1C Presentation Slides - Hampton Roads All Hazards Incident Management Team, Bill Burkett, Virginia Port Authority Maritime Incident Response Team
- 1D Presentation Slides - Hampton Roads Water Quality Response Plan, Whitney Katchmark, HRPDC
- 1E Handout – askHRgreen.org Mobile Trailer, Housing and Transportation
- 1F Presentation Slides – Comparative Analysis, Richard Stahr, Brown and Caldwell

**ACTION:** Approve the meeting summary.

**2. Hampton Roads Regional Water Supply Plan**

The Department of Environmental Quality is completing the agency's tentative compliance review of the Hampton Roads Regional Water Supply Plan. The HRPDC staff met with DEQ staff on July 24, 2013 to review the agency's preliminary findings and recommendations. The HRPDC staff will provide a summary of the discussion and requirements for a final determination of compliance with the regulation.

**ACTION:** No action.

**3. Water and Wastewater Rate Structures Project**

The HRPDC staff presented the draft project presentation to the region's Chief Administrative Officers on July 18, 2013 and solicited general feedback in preparation for the September 19, 2013 presentation to the HRPDC Executive Committee. The HRPDC staff will summarize the discussion for the Committee.

The pre-final water and wastewater rate structures report will be provided to the Committee by August 12, 2013. The Committee will be asked to review and provide comments to staff through August 16, 2013. The final report will be provided to the

HRPDC Executive Committee as part of the agenda packet for the September 19, 2013 Commission meeting.

Attachment:

- 3 Presentation Slides – Water & Wastewater Utilities: Designing the Modern Rater Structure, Whitney Katchmark, HRPDC

**ACTION:** Per discussion.

#### 4. **Groundwater Program Proposed by Mission H2O Virginia**

[Mission H2O Virginia](#) is a group organized by Andrea Wortzel at Hunton & Williams that tracks water supply issues and comments on regulatory proposals on behalf of the membership. The group was launched in 2007 and membership is a combination of industrial, commercial and municipal users and utilities. Mission H2O Virginia has reached out to several Hampton Roads localities and HRPDC staff and invited us to participate in a new groundwater initiative. The proposed work plan for the groundwater program is attached. The HRPDC staff will review the work plan and encourages the Committee to decide whether or not to participate as a group.

Attachments:

- 4 Mission H2O – goals and work plan

**ACTION:** Vote on membership in Mission H2O or partial membership (groundwater initiative only).

#### 5. **Regional Sanitary Sewer System Asset Consolidation Study**

Mr. Glen Elmers, HDR, provided an update on the Regional Sewer Consolidation Study at the July 18, 2013 HRPDC Quarterly Commission Meeting. Mr. Ted Henifin, HRSD, reviewed the next steps with the Commissioners. The Committee will have the opportunity for a roundtable discussion of the project status and next steps.

**ACTION:** Per discussion.

#### 6. **Staff Reports**

- **Legislative Agenda:** The HRPDC is developing a legislative agenda and seeks input from localities on issues of regional interest.
- **FY14 Work Program and FY15 Budget** to be discussed at next meeting. Potential ideas –update Source Water Assessment Program, groundwater mitigation claims/MOA, outreach related to Rate Structure whitepaper, integrated planning, water supply plan updates or data collection, follow up to UASI study.
- **New Building Code Provisions for Rainwater Harvesting:** The update to the Virginia Uniform Statewide Building Code, which was released for public

comment on July 29, 2013, includes new provisions for non-potable water systems, including rainwater harvesting systems. The HRPDC Joint Environmental Committee (JEC) is developing comments on the new rainwater harvesting provisions. Endorsement of comments is anticipated at the September 5, 2013 JEC meeting.

- **Business Continuity Plans for Water Utilities:** On June 17, 2013, the Water Research Foundation, AWWA, and U.S. EPA published a [guidance document, template](#), and online [training video modules](#) for business continuity planning/continuity of operations planning for water utilities (access project information at <http://www.waterrf.org/Pages/Projects.aspx?PID=4319>). This guidance and template tool is consistent with Initiative 1D of the *Hampton Roads Water and Wastewater Systems Emergency Preparedness and Response Regional Improvement Plan* (December 2012), which recommended development of regional guidance for continuity of operations planning.
- **AWWA survey on Water Demand Impact of the Recession:** AWWA is requesting utility member participation in a web-based survey about water demand impacts of the recent "Great Recession." The survey is part of a Water Research Foundation project entitled, "Water Demand Forecasting in Uncertain Times: Isolating the Effects of the Great Recession" (#4458). The survey closes on August 15, 2013 (link: <https://www.surveymonkey.com/s/WaterRF4458>).

**ACTION:** Per discussion.

## 7. Other Business