

December 28, 2011

Memorandum #2011-216

TO: Directors of Utilities Committee

BY: John M. Carlock, Deputy Executive Director

RE: Committee Meeting – January 4, 2012
RSVP – January 3, 2012

The Directors of Utilities Committee meeting will be held **on January 4, 2012, at 1:30 p.m.** in the **James Room, Fountain Plaza II, City Center, Newport News**. The agenda and related materials are attached.

Please RSVP by January 3, 2012 so we may make appropriate logistical arrangements. If you have any questions or need further information, please do not hesitate to call me or Whitney Katchmark.

Please RSVP by January 3, 2012

TS/kg

Attachments

Utilities Committee

Lynn Allsbrook, HA
Daniel G. Clayton III, WM
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
Eileen Leininger, NN
Kristen M. Lentz, NO
Jason Mitchell, HA

Albert Moor II, SU
Russell Pace, FR
Sonja Pruitt, SM
Brian Ramaley, NN
Martin Schlesinger, GL
Everett Skipper, NN
Bob Speechly, PQ
Michael Stallings, WN
Peter M. Stephenson, SM
Moses Thompson, PO
Erin Trimyer, PO
James K. Walski, CH
Brian K. Woodward, YK
Edwin P. Wrightson, IW

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Lawrence Dame, New Kent County
Joseph Durant, NN
Frank Haltom, IW
Richard Hartman, PO
Stephen Land, NN

Nettleton Richard, VB
Ellen Roberts, PQ
Kenneth Sims, WN
Stephen Watson, FR
Craig Zieseemer SU

Capacity Team

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

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

**MEETING AND ANNUAL RETREAT OF
DIRECTORS OF UTILITIES COMMITTEE
AGENDA
January 4, 2012
Newport News
1:30 PM**

1:30 PM - CLOSED SESSION: Only Committee members and their designees will attend.

1. Special Order of Consent (SOC)

The Directors of Utilities that are party to the Joint Defense Agreement will discuss the status of SOC activities.

ACTION: No action.

2:30 PM - PUBLIC MEETING

2. Summary of the December 7, 2011 Joint Meeting of the Directors of Utilities Committee and Health Directors

The summary of the December 7, 2011 joint meeting of the Directors of Utilities Committee and Health Directors is attached as item 2A for the Committee's review and approval.

Attachments:

2A December 7, 2011 Meeting Summary

2B December 7, 2011 Meeting Sign-in Sheet

2C Regulatory Update, Mr. Dan Horne, Virginia Department of Health

ACTION: Approve the Meeting Summary.

3. Rehabilitation Planning Approach

The Capacity Team is continuing with the development of rehabilitation plans, in consultation with the Department of Environmental Quality. To support Committee discussion of next steps, Mr. Richard Stahr, Brown and Caldwell, will provide a briefing on the status of rehabilitation planning activities and related issues.

ACTION: Per discussion.

4. Annual Committee Retreat

FY 2012-2013 Budget

The Committee will discuss the proposed water and wastewater program budgets, as revised per the November 2, 2011 meeting. The budget will be distributed separately prior to the meeting.

Review of Program Progress - FY 2011 - 2012

The Committee will consider progress on regional water and wastewater programs over the past year. Successes, as well as areas for improvement, should be identified. The water and wastewater program budgets will be reviewed.

Committee Direction for FY 2012 - 2013

Committee members should be prepared to discuss water supply and wastewater issues of importance that could/should be addressed through the committee process. The results of this discussion will determine committee direction and provide input to the Regional Water and Wastewater Program components of the HRPDC Unified Planning Work Program for FY 2012 - 2013.

The water supply assessment funded by the UASI grant will be completed by the end of 2012. Potential new projects include: alternatives assessments for measuring subsidence and developing of trend data for residential per capita and per connection water demand.

Based on discussions at the meeting, the staff will revise the FY 2011 - 2012 Program and Budget and will email the final budgets to the Committee after the meeting.

Attachments:

4A - Summary of Water and Wastewater Budgets

- ACTION:**
1. Determine FY 2012 - 2013 program elements and priorities per discussion.
 2. Determine FY 2012 - 2013 Water and Wastewater Program Budgets in accordance with Action No. 1.

5. Other Business