



October 30, 2013

Memorandum #2013-163

TO: Directors of Utilities Committee

BY: Whitney Katchmark, Principal Water Resources Engineer

**RE: Committee Meeting - November 6, 2013
RSVP - November 5, 2013**

The Directors of Utilities Committee meeting and the H2O - Help to Others -Program Annual Board of Directors' meeting will be held on **November 6, 2013** beginning at **1:30 p.m.** in the **James Room, Fountain Plaza II, City Center, Newport News**. The agenda and related materials are attached. All members of the Directors of Utilities Committee are members of the H2O Program Board of Directors.

Please RSVP by November 5, 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/fw

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
Frank Haltom, IW
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

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
Donald Jennings, 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
H2O – Help to Others – Program Board of Directors
AGENDA
November 6, 2013
Newport News
1:30 PM

1. Program Status

HRPDC staff will review fundraising and distribution results and the proposed budget and funding allocations for FY 2015.

ACTION: Per discussion.

2. Officers

The Board will decide to continue the term of current officers or elect new officers. The officers do not have specified terms. The bylaws state that the officers serve at the pleasure of the Board.

HRPDC staff will follow-up with officers for signed authorization of the SCC forms.

ACTION: Continue the term of current officers or elect new officers.

**MEETING OF
DIRECTORS OF UTILITIES COMMITTEE
AGENDA
November 6, 2013
Newport News
2:00 P.M.**

1. Summary of the October 2, 2013 Meeting of the Directors of Utilities Committee

The summary of the October 2, 2013 meeting of the Directors of Utilities Committee is attached for the Committee's review and approval.

Attachments:

- 1A October 2, 2013 Meeting Summary
- 1B October 2, 2013 Meeting Sign-in Sheet
- 1C FY14 askHRgreen.org Environmental Education Update (presentation slides)
- 1D Informing the Public About Water/Wastewater Rates, Proposed Outreach Plan and Schedule (presentation slide)
- 1E Staff Report, DEQ Ambient Groundwater Quality Monitoring Strategy (presentation slide and handout)

ACTION: Approve the meeting summary.

2. askHRgreen.org Trailer Hosting Schedule

At the June 5, 2013 Directors of Utilities Committee Meeting, Virginia Beach volunteered to continue hosting the askHRgreen trailer through June 2014. The Committee agreed that a trailer hosting rotation queue would be determined for future years. The Committee should discuss which localities have the capability to host and transport the trailer and determine a rotation queue beginning July 1, 2014.

Attachment:

- 2 askHRgreen.org Mobile Trailer - Housing and Transportation

ACTION: Agree to a schedule for a trailer hosting rotation queue, beginning in July 2014.

3. Regional Sanitary Sewer System Asset Consolidation Study

The Committee will have the opportunity to discuss any recent developments regarding sewer consolidation recommendations and alternatives.

ACTION: Per discussion.

4. Groundwater Subcommittee Report

At the September 4, 2013 meeting, the Committee agreed to form a Groundwater Subcommittee to vet policy recommendations to support Mission H2O Virginia and recommend research or modeling efforts to HRPDC staff. The first Subcommittee meeting was held on October 31, 2013. HRPDC staff will summarize the meeting and the Committee will discuss and evaluate subcommittee recommendations.

ACTION: Per discussion.

5. Affordability Research

As part of the HRPDC Water Resources FY14 work program, HRPDC staff will complete worksheets provided in the 2013 report "[Affordability Assessment Tool for Federal Water Mandates](#)" to evaluate affordability metrics for all localities. Some utility-specific information will be collected by HRPDC staff through a data call. HRPDC staff will provide an overview of the data requirements and will solicit feedback from the Committee on any data elements that may require clarification or guidelines for consistent utility responses to the data call.

ACTION: Per discussion.

6. Staff Reports

- **Hampton Roads Regional Water Supply Plan:** The public comment period for DEQ's determination of tentative compliance for the Hampton Roads Regional Water Supply Plan concluded on October 1, 2013. DEQ did not receive any comments. The agency plans to issue final compliance determination letters by December 31, 2013.

ACTION: No action.

7. Other Business