

March 1, 2018

Memorandum #2018-23

TO: Directors of Utilities Committee

BY: Whitney Katchmark, Principal Water Resources Engineer

RE: Meeting Announcement – March 7, 2018
RSVP – March 6, 2018

The Directors of Utilities Committee meeting will be held at **1:30 p.m. on Wednesday, March 7, 2018**. The agenda and related materials are attached.

Please note the special meeting location:

Peninsula Council on Workforce Development Board Room
City Center at Oyster Point
11820 Fountain Way, Ste. 301
Newport News, VA 23606.

Parking is available at the City Center [Fountain Way Garage](#) (11805 Fountain Way). Please RSVP by March 6, 2018 so we may make appropriate arrangements. If you have any questions or need further information, please do not hesitate to contact me.

TS/sl

Attachments

Directors of Utilities Committee:

Lynn Allsbrook, HA
Daniel G. Clayton III, WM
J. Chris Dawson, GL
H. Reed Fowler II, NN
Tyrone W. Franklin, SY
Edward G. Henifin, HRSD
Donald Jennings, IW
Julien Johnson, SH
David Jurgens, CH
Kristen M. Lentz, NO
Louis Martinez, NN

Directors of Utilities Copy:

Mark Bellamy, YK
Alan Benthall, NN
Kate Bernatitus, NN
Marilyn Crane, VB
Joseph Durant, NN
Sonja Eubank, SM
David Fauber, Cape Charles
Garrett Feagans, PQ
Ted Garty, CH
Sue Houser, NN
Ron Harris, NN
Phil Hubbard, HRSD
Thomas M. Leahy III, VB
Melissa Lindgren, IW
Stephanie Luton, JCSA

HRPDC Staff:

Keith Cannady
Robert Crum
Katie Cullipher
Rebekah Eastep

Bob Montague, VB
Albert Moor II, SU
Russell Pace, FR
Doug Powell, JCSA
William Saunders, SM
Everett Skipper, NN
Bob Speechly, PQ
Michael Stallings, WN
Peter M. Stephenson, SM
Erin Trimyer, PO
Brian K. Woodward, YK

Jason Mitchell, HA
Stephen Motley, VB
Richard Nettleton, VB
Brenton Payne, GL
Danny Poe, JCSA
Paul Retel, SU
Ellen Roberts, PQ
Kenneth Sims, WN
Jessie Snead, SM
Ed Snyder, PO
Richard Stahr, Brown and Caldwell
Stephen Watson, FR
Shannon White, NO
Sherry Wright, NN

Katherine Filippino
Whitney Katchmark
Tiffany Smith
Joe Turner

DIRECTORS OF UTILITIES COMMITTEE
AGENDA
March 7, 2018
Peninsula Council on Workforce Development Board Room
Newport News
1:30 P.M.

1. Summary of the February 7, 2017 Joint Meeting of the Directors of Utilities Committee and Health Directors

The summary of the February 7, 2017 meeting is attached for review and approval.

Attachments:

- 1A February 7, 2017 Meeting Summary
- 1B February 7, 2017 Meeting Sign-in Sheet
- 1C askHRgreen.org Website Update (presentation slides)
- 1D Groundwater Permits, Draft 2017 Summary (presentation slides)

ACTION: Approve the meeting summary.

2. Public Comment

3. Affordability of City Services

Newport News Waterworks Enterprise Manager Steve Carpenter will brief the Committee on the implementation of [LIFT-UP](#) (Local Interventions for Financial Empowerment through Utility Payments), a financial empowerment program that helps low-income families pay municipal utility bills.

The Committee will continue the February 7, 2017 meeting discussion on preparing for a future affordability briefing to the HRPDC Chief Administrative Officers (CAOs) Committee (see Attachment 1A, page 3). The CAOs were initially briefed on affordability on May 3, 2017 (see [Summary Minutes](#), page 2), and Ms. Katchmark summarized the CAOs' discussion at the May 3, 2017 Directors of Utilities Committee meeting (see [Meeting Summary](#), page 2).

ACTION: Per discussion.

4. HRSD Draft Amendment to the 2014 Memorandum of Agreement

HRSD General Manager Ted Henifin will review the revised working draft of the amendment to the 2014 Memorandum of Agreement proposed in coordination with the Integrated Plan/Regional Wet Weather Management Plan submitted to the EPA on September 29, 2017. The Committee will provide any final comments from local governments and anticipated dates for presenting the amendment for locality council/board approvals.

ACTION: Per discussion.

5. Irrigation Meters

The Committee will participate in a roundtable discussion on irrigation submeters and effective practices and policies to reduce outdoor water use for irrigation. Utilities are encouraged to share any new programs implemented over the past 10 years and the corresponding impact on demand and revenue. Examples of new programs may include education/certification for landscape contractors, free water-efficient landscape seminars for homeowners and in-home consultations, rebates on irrigation sensors or sprinkler heads, demonstration gardens at public facilities, and community-based social marketing and educational partnerships with garden centers.

ACTION: Per discussion.

6. Hampton Roads Economic Development Sites Inventory

State and local economic development professionals have identified the limited availability of large, development-ready sites as a challenge for achieving economic diversification and job growth in Hampton Roads. The HRPDC is gathering information, including information on water and sewer service, to catalogue and assess the region's inventory of development-ready sites. HRPDC Senior Regional Planner Matt Smith will provide an update on the status of the project.

ACTION: Per discussion.

7. Water Supply Plan Update

HRPDC Principal Water Resources Engineer Whitney Katchmark will summarize preliminary water demand projections and revised estimates of water supply for the 2018 Regional Water Supply Plan update.

ACTION: Per discussion.

8. Legislative Update

The Committee will have the opportunity for a roundtable discussion on legislation moving through the 2018 General Assembly session.

ACTION: Per discussion.

9. Other Business

- **Water and Wastewater Connection Policies:** The HRPDC staff has compiled a draft summary of utility water and wastewater connection policies to serve as a quick-reference resource for Committee members. Committee comments and suggestions for the inclusion of other information are encouraged.

ACTION: Per discussion.