

August 27, 2018

Memorandum #2018-104

TO: Directors of Utilities Committee

BY: Whitney Katchmark, Principal Water Resources Engineer

RE: Meeting Announcement – September 5, 2018
RSVP – September 4, 2018

The Directors of Utilities Committee meeting and the H2O – Help to Others – Program Annual Board of Directors' meeting will be held on Wednesday, **September 5, 2018** beginning at **1:30 p.m.** in the **James Room, City Center, Fountain Plaza II, 700 Town Center Drive, Newport News.**

All members of the Directors of Utilities Committee are members of the H2O Program Board of Directors. The agenda and related materials are attached.

Please RSVP by September 4, 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:

Daniel G. Clayton III, WM
Eddie Crockett, NN
J. Chris Dawson, GL
Tyrone W. Franklin, SY
Edward G. Henifin, HRSD
Donald Jennings, IW
Julien Johnson, SH
David Jurgens, CH
Kristen M. Lentz, NO
Louis Martinez, NN
Jason Mitchell, HA

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
Erin Trimyer, PO
Brian K. Woodward, YK

Directors of Utilities Copy:

Alan Benthall, NN
Kate Bernatitus, NN
Marilyn Crane, VB
Bud Curtis, NN
Barry Dobbins, HA
Joseph Durant, NN
David Fauber, Cape Charles
Garrett Feagans, PQ
Ted Garty, CH
Ron Harris, NN
Sue Houser, NN
Phil Hubbard, HRSD
Thomas M. Leahy III, VB
Melissa Lindgren, IW
Stephanie Luton, JCSA

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

HRPDC Staff:

Keith Cannady
Robert Crum
Katie Cullipher
Rebekah Eastep

Katherine Filippino
Whitney Katchmark
Tiffany Smith
Joe Turner

**MEETING OF THE
H2O - Help to Others - Program Board of Directors
AGENDA
September 5, 2018
Newport News
1:30 PM**

1. Officers

The Board will decide to continue the terms of current officers and/or elect new officers. The officers do not have specified terms. The bylaws state that the officers serve at the pleasure of the Board. Current officers are listed below:

President:	Doug Powell, JCSA
Vice President:	David Jurgens, Chesapeake Public Utilities
Secretary/Treasurer:	Ted Henifin, HRSD
Director:	Al Moor, Suffolk Public Utilities
Director:	Kristen Lentz, Norfolk Utilities

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

2. Program Status

The HRPDC staff will review fundraising and distribution results for FY 2018 and the FY 2019 program budget. The Board will consider the participation of Surry County and the City of Franklin in the H2O - Help to Others - program.

The HRPDC staff will provide a status update on the procurement of services to rebrand the H2O program, create a dedicated website, and develop a robust fundraising strategy.

ACTION: Per discussion.

**MEETING OF THE
DIRECTORS OF UTILITIES COMMITTEE
AGENDA
September 5, 2018
Newport News
2:00 P.M.**

1. Summaries of the June 13, 2018 and July 16, 2018 Meetings of the Directors of Utilities Committee

The June 13, 2018 and July 16, 2018 meeting summaries will be distributed prior to the meeting for the Committee's review. The summary of the August 1, 2018 joint meeting of the Hampton Roads Chief Administrative Officers (CAOs) and Directors of Utilities Committee will be distributed as soon as it is made available.

ACTION: Per discussion.

2. Public Comment

3. Final FY20 Regional Water and Wastewater Program Budgets

The Committee will consider endorsement of the FY 2020 budgets for the Regional Wastewater Program and the Regional Water Program. The guidelines for Committee actions related to budget planning are listed below:

Recommendations related to budget planning require unanimous agreement by the Committee. Committee members will have opportunities to review and comment on proposed budgets at monthly meetings or via email. Committee members may express their support of proposed budgets either in-person at Committee meetings or via written communication to HRPDC staff.

Any Committee decision regarding budget planning is an endorsement by the Committee and amounts to a commitment by the locality to include recommending the agreed-upon budget in the locality departmental budget as input to the locality's budget. If a locality representative did not attend the Committee meeting to vote on budget planning, HRPDC staff will contact the locality to confirm that the locality is aware of and supports the proposed budget.

Attachments:

- 3A FY2020 Regional Water Program Budget
- 3B FY2020 Regional Wastewater Program Budget

ACTION: Endorse the FY 2019-2020 Regional Water Program and Regional Wastewater Program budgets.

4. Safe Yield and Groundwater Update

Ms. Whitney Katchmark, HRPDC Principal Water Resources Engineer, will lead a discussion on recent meetings held by the Virginia Department of Health (VDH) Waterworks Advisory Committee's subcommittee on proposed changes to the definition of safe yield and the final meeting of the Human Consumption Work Group.

Recent Meetings:

[8/23/2018 \(9:00 am\)](#) HB1186 Groundwater Human Consumption Work Group
[8/23/2018 \(1:00 pm\)](#) Waterworks Advisory, Safe Yield Subcommittee

Upcoming Meetings:

[9/5/2018 \(9:00 am\)](#): VDH Waterworks Advisory Committee (12 VAC 5-590 Waterworks Regulations)
[9/14/2018 \(1:30 pm\)](#): Eastern Virginia Groundwater Management Trading Work Group Meeting

Canceled Meetings:

[9/10/2018 \(1:00 pm\)](#): HB1186 Groundwater Human Consumption Work Group

ACTION: Per discussion.

5. Regional Affordability Workgroup

The Committee will have the opportunity to discuss the outcomes of the August 1, 2018 joint meeting with the CAOs, including the recommendation that interested localities participate in HRSD's customer assistance program workgroup and the potential for regional legislative positions.

ACTION: Per discussion.

6. Water Supply Plan Compliance

Ms. Katchmark will provide an update on revised locality demand projections for the five-year Regional Water Supply Plan update due in December 2018.

ACTION: Per discussion.

7. Staff Reports

- **HRSD Integrated Plan - First Amendment to the 2014 MOA:** December 2018 is the targeted deadline for locality execution of the First Amendment to the 2014 MOA with HRSD for the Integrated Plan/Regional Wet Weather Management Plan. As of August 27, 2018, the HRPDC has received signature pages from the Town of Smithfield and the City of Williamsburg. Committee members are asked to share updates on anticipated dates for Council/Board approvals.
- **FY2019 Water and Wastewater Rate Data Call:** The HRPDC staff anticipates distributing the FY2019 rate data for utility review and confirmation by September 10, 2018.

ACTION: Per discussion.

8. Other Business