

May 25, 2016

Memorandum #2016-65

TO: Directors of Utilities Committee

BY: Whitney Katchmark, Principal Water Resources Engineer

**RE: Committee Meeting – June 1, 2016
RSVP – May 31, 2016**

The Directors of Utilities Committee meeting will be held on **June 1, 2016 at 1:30 p.m.** in the **Lee Hall Maintenance and Operations Center Training Room, 425 Industrial Park Drive, Newport News**. Please note the special meeting location. The agenda and related materials are attached.

Please RSVP by May 31, 2016 so we may make appropriate arrangements. If you have any questions or need further information, please do not hesitate to contact me.

TS/fw

Attachments

Directors of Utilities Committee:

Lynn Allsbrook, HA
Daniel G. Clayton III, WM
J. Chris Dawson, GL
Scott Dewhirst, NN
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

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

Directors of Utilities Copy:

Alan Benthall, NN
Kate Bernatitus, NN
Kofi M. Boateng, NN
Joseph Durant, NN
Sonja Eubank, SM
David Fauber, Cape Charles
J. Arnie Francis, GL
Sue Houser, NN
Josiah Jendrey, SM
Thomas M. Leahy III, VB

Stephanie Luton, JCSA
Jason Mitchell, HA
Richard Nettleton, VB
Brenton E. Payne, GL
Ellen Roberts, PQ
Kenneth Sims, WN
Stephen Watson, FR
Shannon M. White, NO
Sherry D. Wright, NN
Craig Zieseemer, SU

Capacity Team:

Alan Benthall, NN
J. Arnie Francis, GL
Edward G. Henifin, HRSD
Phil Hubbard, HRSD
Kristen M. Lentz, NO
Melissa Lindgren, IW
Stephen T. Motley, VB
Nick Nagurney, VB

Richard Nettleton, VB
Danny Poe, JC
Richard Stahr, Brown and Caldwell
Eric Tucker, NO
Rick Underhill, Greeley-Hansen
Stephen Williams, NN
Craig Zieseemer, SU

HRPDC Staff:

Robert Crum
Katie Cullipher
Rebekah Eastep
Julia Hillegass
Whitney Katchmark

Randy Keaton
Tiffany Smith
Jenny Tribo
Joe Turner

**MEETING OF
DIRECTORS OF UTILITIES COMMITTEE
AGENDA
June 1, 2016
Lee Hall Maintenance and Operations Center, Newport News
1:30 P.M.**

1. Summary of the May 4, 2016 Joint Meeting of the Directors of Utilities Committee and Health Directors

The summary of the May 4, 2016 joint meeting of the Directors of Utilities Committee and Health Directors is attached for review and approval.

Attachments:

- 1A May 4, 2016 Meeting Summary
- 1B May 4, 2016 Meeting Sign-in Sheet
- 1C Managing Coastal Plain Groundwater (presentation slides)
- 1D Roundtable Discussion: VDH Predictive Modeling Study (presentation slides)
- 1E Draft MOA, Regional Groundwater Mitigation Program (presentation slides)

ACTION: Approve the meeting summary.

2. Public Comment

3. askHRgreen.org FY17 Goals for Water Awareness and FOG

The HRPDC staff will brief the Committee on the FY17 goals identified by the Water Awareness subcommittee and the FOG subcommittee for the askHRgreen.org program.

ACTION: Per discussion.

4. Help to Others – H2O – Program Update and Memorandum of Agreement

The HRPDC staff will report on H2O Program fundraising efforts through the May 3, 2016 Give Local 757 event.

The [2010 MOA](#) governing the administration and management of the H2O Program expired in 2015. All members of the Directors of Utilities Committee are members of the H2O – Help to Others – Program Board of Directors. The Committee, as the Board of Directors, will discuss the renewal of the MOA.

ACTION: Per discussion.

5. Organizational Structures for Operational Divisions

The Committee will have a roundtable discussion on the organizational structures of water and wastewater operational divisions. At the April 13, 2016 meeting, the Committee expressed interest in examining the differences between utilities and the advantages and challenges associated with structures employed by different localities.

ACTION: Per discussion.

6. SSORS Reporting Criteria

The HRPDC staff received an inquiry from Chesapeake staff on the criteria used by localities for SSO reporting through SSORS. Staff has reviewed existing documents and offers the following for consideration by the Committee: In 2002, the Committee developed a document, "Standard Operating Procedures for Assessing and Reporting Collection System Releases." The document includes regional guidelines to (1) facilitate consistent and proper response to releases and (2) ensure appropriate reporting to DEQ. The document outlines reporting criteria for reportable releases. Committee members will discuss the criteria used by wastewater staff in determining a reportable release.

Attachments:

- 6A Standard Operating Procedures for Assessing and Reporting Collection System Releases (2002)

ACTION: Per discussion.

7. Groundwater Update

The Committee will have the opportunity to discuss recent and upcoming meetings of the Eastern Virginia Groundwater Management Advisory Committee (EVGMAC) and Workgroups (see [DEQ's EVGMAC website](#) for meeting notes, presentations, and other documents):

- EVGMAC: [June 13, 2016](#)
- Workgroup #1, Alternative Sources of Supply: [May 13, 2016](#)
- Workgroup #2A, Alternative Management Structures: [April 29, 2016](#); [June 13, 2016](#)
- Workgroup #2B, Trading: [May 20, 2016](#)

ACTION: Per discussion.

8. Mission H2O Virginia Groundwater Subgroup

The Committee will decide whether to participate in Mission H2O Virginia's FY17 work plan for the Groundwater Subgroup. If the Committee decides to participate, the Committee's portion of the Groundwater Subgroup work plan budget will be \$10,000 (same as FY16).

ACTION: Decide if the Committee will participate in the Mission H2O Groundwater Subgroup work plan. If the Committee decides to participate, vote on reserve fund expenditure of \$10,000 to support the Groundwater Subgroup work plan.

9. Regional Groundwater Mitigation Program Memorandum of Agreement

The HRPDC staff will review comments received from the Committee on the draft Memorandum of Agreement (MOA) for the Regional Groundwater Mitigation Program. The Committee will discuss any proposed revisions, as well as the timeframe for recommending the final MOA for approval by the HRPDC.

ACTION: Per discussion.

10. Other Business