



MEMORANDUM

DATE: September 20, 2022
TO: Records Management
FROM: Trevor Long, Secretary
SUBJECT: Stormwater Program Advisory Committee: Missing Minutes

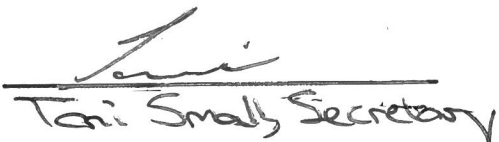
The following minutes for the Stormwater Program Advisory Committee of James City County dated as indicated below, are acknowledged to be missing signatures.

To the best of my knowledge, these minutes are the official minutes for the listed meeting dates of the Committee. The current Board voted on and APPROVED these minutes at the September 20, 2022 meeting.

Please accept these minutes as the official records for these minutes.

- 2017
 - March 21, 2017
 - May 16, 2017
 - July 18, 2017
 - September 19, 2017
 - November 28, 2017
- 2018
 - January 16, 2018
 - March 15, 2018
 - May 17, 2018
 - July 19, 2018
 - September 20, 2018
 - November 15, 2018
- 2019
 - January 17, 2019
 - March 21, 2019
 - May 16, 2019
 - July 18, 2019
 - September 19, 2019
 - November 21, 2019
- 2020
 - January 30, 2020
 - May 19, 2020
 - September 15, 2020
 - November 17, 2020
- 2021
 - January 19, 2021
 - March 16, 2021
 - May 18, 2021
 - July 13, 2021
 - November 16, 2021
- 2022
 - January 18, 2022
 - March 15, 2022
 - May 24, 2022


Wendy Ruffle, Chair


Toni Smally, Secretary

A MEETING OF THE STORMWATER PROGRAM ADVISORY COMMITTEE OF THE COUNTY OF JAMES CITY, VIRGINIA, WAS HELD ON THE EIGHTEENTH DAY OF MAY, TWO- THOUSAND TWENTY ONE, AT 4:00 AT 3793 IRONBOUND ROAD, VETERANS PARK.

A. CALL TO ORDER. ROLL CALL

Committee Members Present:

Darren Curtis, Berkeley
Phillip Doggett, Stonehouse
Robert Gasink, Jamestown
Frank Polster, Jamestown
Richard Powell, Berkeley
Wendy Ruffle, Berkeley
Alexandra Younica, Berkeley
Bob Lund, CSWCD

Committee Members Absent:

Glen J. Carter, Roberts
Tom Hitchens, Powhatan
Arne Laur, Roberts
Anthony Loubier, Stonehouse

Special Attendees:

B. PUBLIC COMMENT – None

C. APPROVAL OF MINUTES –

- a. The March 16, 2021 minutes were Approved (7-0)

D. ORDER OF BUSINESS

- a. New Member Recruitment and Term Expiration – Trevor Long updated the SPAC that several of the member’s terms were expiring in the coming months. An application to extend their terms would be sent out and those members who wished to remain on the Committee were welcome to do so. While there were no new member applications currently on file with the Stormwater and Resource Protection Division, the Division continues to pursue new member recruitment.
 - i. Darren Curtis suggested a pamphlet that could be handed out at outreach events.
- b. FY22 Budget – Update
 - i. Toni Small updated the SPAC on the status of the FY22 budget, stating that 1.5 million dollars of funding had been approved. This money will cover work on new watershed management plans and updates to existing watershed management plans. Additional future projects included within the CIP budget

include the Toano Drainage Project and a new position within the Division under the operating budget.

1. Frank Polster raised a question about whether or not money towards stream restoration inspections was included in this budget.
 - a. Toni Small responded that stream restoration inspections would be budgeted for during a future fiscal year.
 2. Frank Polster asked if the Division was taking advantage of State money allocated towards Sea Level Rise Resiliency.
 - a. Toni Small responded that, while the Division intends to take advantage of all grant money available, it is too early to determine if the Sea Level Rise Resiliency Grant will be utilized in the future and that the Division is waiting for more details about the program to come out.
- c. FY20/21 Clean Water Heritage Grant Program – Update
- i. John Fuqua updated the SPAC on the status of the FY20 Clean Water Heritage Grant Program projects, stating that everything had been submitted for reimbursement with the exception of one project. \$285,000 was funded during this time, making this year the closest year to the \$290,000 goal set forth in the Program. John Fuqua explained that he was waiting to get pricing back from 7 projects planned for the FY21 Grant Program.
 1. Frank Polster asked if there was an update on the FY22 Grant Program.
 - a. John responded that advertising would go out sometime in September.
 2. The Committee discussed various aspects of the Program.

E. STAFF UPDATES

- a. Septic Pump Out/ Inspection Program – Mike Woolson updated the SPAC that the Division had begun recording a 5 year septic pump out reminder to be generated automatically through the County’s Tyler EAM software. This letter would be followed by 2 letters of final notice. Additionally, provisional grant money for all Chesapeake Bay localities is being applied for. This grant money is intended for low to moderate income families that cannot afford to pump out their systems.
 - i. John Fuqua added that the Tyler EAM system also serves as a tracking system for further communication with homeowners regarding the status of their pump outs.
 - ii. The committee discussed various aspects of this program and voiced their support.
- b. Spring Outreach Planning – Update
 - i. Trevor Long updated the SPAC that spring outreach planning continues to progress with the Williamsburg Farmers Market being a hopeful potential for mid-summer and early fall.
- c. Colonial Soil and Water Conservation District, Shoreline Program - Update
 - i. Bob Lund, Colonial Soil and Water Conservation District, updated the SPAC on the status of the Districts new Shoreline Evaluation Program stating that volunteers are currently being trained. However, more funding is needed to

continue with the Program. Bob Lund then discussed various other programs being offered by the District and stated that the District is working with the James City County Communications Department to create a new Turf Love video.

F. Committee Requests – None

G. NEXT MEETING – The next meeting will be July 13, 2021 at 4:00 pm in a location to be determined.

ADJOURNMENT - The meeting was adjourned at 5:15 p.m.

Wendy Ruffle, Chair

Toni Small, Secretary