



COMMISSION MEETING MINUTES  
February 24, 2026

- | No. | Topic  |
|-----|--|
|     | Call to Order  |
| 1.  | <a href="#">Awards and Recognition</a>   |
| 2.  | <a href="#">Public Comments Not Related to the Agenda</a>  |
| 3.  | <a href="#">Consent Agenda</a>   |
| 4.  | <a href="#">James River SWIFT Water Quality Improvement Fund (WOIF) Grant Agreement Grant Agreement (&gt;\$200,000)</a>  |
| 5.  | <a href="#">Army Base Treatment Plant Fire Suppression System Upgrades Initial Appropriation – Non-Regulatory</a>  |
| 6.  | <a href="#">York River Treatment Plant Fire Suppression System Upgrades Initial Appropriation – Non-Regulatory</a>   |
| 7.  | <a href="#">Virginia Initiative Plant Aeration Tank and Primary Clarifier Gate Replacement Contract Award (&gt;\$200,000)</a>  |
| 8.  | <a href="#">Section W Force Main Replacement Additional Appropriation – Non-Regulatory (&gt;\$1,000,000), Contract Award (&gt;\$200,000), Task Order (&gt;\$200,000)</a> |
| 9.  | <a href="#">New Business</a>   |
| 10. | <a href="#">Unfinished Business</a>  |
| 11. | <a href="#">Commissioner Comments</a>  |
| 12. | <a href="#">Informational Items</a>  |
| 13. | <a href="#">Closed Meeting</a>   |
| 14. | <a href="#">Reconvened Meeting</a>   |



COMMISSION MEETING MINUTES  
February 24, 2026

The Commission Chair called the meeting to order at 9:00 a.m.

Name	Title	Present for Item Nos.
Rodriguez, Stephen C.	Commission Chair	1-14
Levenston, Jr., Willie	Commission Vice-Chair	1-14
Andrews, Elizabeth A.	Commissioner	4-14
Glenn, Michael E.	Commissioner	5-14 (Virtual)
Lakdawala, Vishnu K.	Commissioner	1-14
Stern, Nancy J.	Commissioner	4-14 (Virtual)
Taraski, Elizabeth	Commissioner	1-14
Templeman, Ann	Commissioner	1-14 (Virtual)

In accordance with Virginia Code § 2.2-3708.3 (B) and the HRSD Remote Participation Commission Adopted Policy Commissioner Templeman requested approval to participate in today’s meeting from Roanoke, Virginia as well as, Commissioner Glenn requested approval to participate from Orangeburg, South Carolina due to business travel that prevents them from attending the meeting in person. Commissioner Stern requested approval to participate from Belle Haven, Virginia due to the Commissioner’s principal residence is more than 60 miles from the meeting location identified in the required notice for the meeting.

**Moved:** Willie Levenston, Jr.  
**Seconded:** Elizabeth Taraski

**Ayes:** 4  
**Nays:** 0  
(Excludes Remote Participants)

1. **Awards And Recognition**

**Action: No action required.**

**a. Promotion Announcement**

- (1) Mr. William (Bill) Fosket was recently promoted to Operational Technology (OT) Cybersecurity Manager. He was hired in 2021 as a Senior Systems Internetworking Engineer and was then promoted to oversee the security and integrity of critical operational technology infrastructure. He is a Cisco Certified Internetwork Expert (CCIE, #16041) and a Certified Information Systems Security Professional (CISSP) with over 25 years of experience in



COMMISSION MEETING MINUTES  
February 24, 2026

infrastructure and network security. While his extensive career has been built on deep technical mastery and field experience, he is also an active practitioner in Artificial Intelligence (AI) and Machine Learning (ML) applications for network defense and automation.

Mr. Fosket will be leading the development of secure remote access solutions and working closely with stakeholders to harden control networks. He is an active participant in professional cybersecurity and network automation communities.

- (2) Mrs. Amy Wood was recently promoted to Senior Systems Engineer Manager in the Information Technology Division (ITD). Amy was hired in 2015 as a Senior Systems Engineer with over 30 years of technology experience. Amy came to HRSD with 20 years of prior technical experience working for various municipalities in Hampton Roads. Amy's career at HRSD involved managing critical IT infrastructure such as virtualization, enterprise storage, and backup systems. She's served as a co-project manager for IT Operations teams, served on the division's change advisory board, and as the team leader for the Senior Systems Engineer team for the last five years. Amy holds a Bachelor of Science in Management Information Systems from Old Dominion University and holds Microsoft and ITIL certifications.
- (3) Mr. Mike Hess was recently promoted to Director of Design and Construction – Special Projects. Mike was hired in 2018 as the Systems Manager for South Shore Interceptors and was later promoted to Senior Project Manager in SWIFT Design and Construction. Mike is a licensed Professional Engineer with 23 years of experience in the water and wastewater industry. He holds a bachelor's degree in civil engineering from Youngstown State University. Mike will be leading the Special Projects Team in providing engineering and construction support for atypical, time-sensitive, and emergency projects, complementing the suite of services Engineering already provides in support of the organization's promise and vision. Mike is an active participant in WEF and VWEA, as well as multiple committees within each organization.

**b. Awards**

- (1) **Elizabeth River Project Award** – Commissioner Vishnu Lakdawala, along with staff, represented the organization on January 29 when HRSD was recognized by the Elizabeth River Project for Sustained Distinguished Performance as a Model Level River Star Business. HRSD has been a River



COMMISSION MEETING MINUTES  
February 24, 2026

Star Business since 1998, advanced to the top Model Level in 1999, and has won 18 River Star awards including the coveted Inside Business River Star Hall of Fame in 2016.

- (2) **National Association of Clean Water Agencies (NACWA)** - HRSD was pleased to receive five National Environmental Achievement Awards (NEAA) during a ceremony on February 3, at the NACWA Winter Conference:
- a. **Community Leadership** - “Sustainable Water Initiative for Tomorrow (SWIFT) Community Commitment Program”. HRSD received the NEAA Community Leadership Award for Member Agencies with a service area population of greater than 250,000 people. The SWIFT Community Commitment Program was acknowledged for demonstrating bold, transformational community leadership and stewardship in managing valuable resources, partnering in local economic development, correcting perpetuating injustice and/or engaging stakeholders to result in environmental, economic, and social benefits.
  - b. **Operations & Environmental Performance** - “Automating Regulatory Monitoring of Residual Chlorine: Improving Operational Efficiency and Public Health Protection.” Real-time monitoring of residual chlorine records readings every 2.5 minutes, allowing operators to quickly catch and correct dips in disinfection performance while better protecting local waterways and shellfish. By automating the process, HRSD saves operators about 2.5 hours per day, improving overall efficiency. This also positions HRSD as a leader in regulatory innovation with a scalable model for expanding automation across other facilities.
  - c. **Public Information & Education** - “Water Cycle video: Water from Source to Sanitation”. HRSD received the NEAA Award in the category of Public Information & Education for the animated education video we created for Customer Care that illustrates the full water cycle for customers – from its source, to how it leaves their homes and businesses and arrives to HRSD for treatment before being discharged back into the environment. The video also delineates charges for each entity (locality or HRSD). It can be found [here](#) on HRSD.com as well as on our YouTube channel, @HRSDVA.
  - d. **Research & Technology** - “Next-Gen Nitrogen Removal at a Full-Scale WRRF: Leveraging AI for Ammonia-Based Aeration Control (ABAC)”. HRSD won the award for implementing an AI-driven ammonia-based aeration control system at full scale, significantly improving nitrogen

COMMISSION MEETING MINUTES  
February 24, 2026

removal while reducing energy use – a major advancement in smart wastewater treatment.

- e. **Workforce Development** – “Career Pathway Program”. The Career Pathways program is designed to support professional development and advancement within our organization. It provides employees with structured guidance to identify their skills, explore career opportunities, and build competencies that align with their career goals. The program emphasizes job shadowing, accessing available resources, continuing education, and helping employees prepare for new responsibilities and leadership roles through resume and interview preparation.
- (3) **ACEC Virginia Awards Ceremony** – As part of the SWIFT Full Scale Implementation Program, the Boat Harbor Treatment Plant Transmission Force Main Section 1 project, which is often referred to as the “James River Crossing” project, The Commission Chair, Stephen Rodriguez and HRSD staff were pleased to be recognized as a Grand Award Winner at the 2026 American Council of Engineering Companies (ACEC) Virginia Engineering Excellence Awards on Thursday, February 5, in Richmond, Virginia. The James River Crossing project, with Dewberry leading the engineering team, was one of seven project teams recognized as a Grand Award Winner. This award recognizes engineering firms for projects that demonstrate an exceptional degree of innovation, complexity, achievement, and value. As a Grand Award Winner, the project is also eligible for submission to the National ACEC Engineering Excellence Awards.
- (4) **CoVaBIZ – Women on the Leading Edge** – In the much-anticipated annual feature, the magazine recognizes women who are shaping the business, creative, academic, nonprofit, and entrepreneurial landscape of our region. In the February/March issue, **Lauren Zuravnsky** was featured on the cover. The article emphasizes ongoing leadership in advancing safe, sustainable water reuse and implementation of HRSD’s SWIFT program, which provides significant regional benefits, including increased groundwater availability and the potential to reduce impacts associated with relative sea level rise. The article also notes national-level engagement to expand water reuse practices to other communities. In addition to professional accomplishments, the profile reflects on the importance of resilience, effective communication of vision, and maintaining healthy personal habits throughout a career in public service and engineering leadership.



COMMISSION MEETING MINUTES  
February 24, 2026

**c. Commissioner Engagement/Events Participation**

**HRSD Industry Day:** Commissioner Michael Glenn, along with staff, represented the organization on January 29 at HRSD Industry Day.

This year was expanded to highlight additional HRSD projects beyond SWIFT. Engineers, contractors, vendors, and suppliers—including Small, Women-owned, Minority-owned, Military Family-owned, and Service-Disabled Veteran-owned businesses—were invited to attend.

The panel featured HRSD and SWIFT project teams sharing upcoming opportunities and expectations for engineering and contracting partners.

**Public Comment:** None

2. **Public Comments Not Related to Agenda** – None

3. **Consent Agenda**

**Action:** Approve the items listed in the Consent Agenda.

<b>Moved:</b>	Vishnu Lakdawala	<b>Ayes:</b>	5
<b>Seconded:</b>	Willie Levenston, Jr.	<b>Nays:</b>	0

**Brief:**

a. Approval of minutes from previous meeting.

b. Contract Awards (>\$200,000)

- |    |   |             |
|----|---|-------------|
| 1. | <a href="#">Army Base Treatment Plant Generator Control Replacement</a> | \$1,307,700 |
| 2. | <a href="#">GPS Fleet Management Hardware and Software Support</a>      | \$384,240   |
| 3. | <a href="#">Operational Technology Threat Protection Services</a>       | \$2,605,632 |

**Item(s) Removed for Discussion:** None

**Public Comment:** None



COMMISSION MEETING MINUTES  
February 24, 2026

4. **James River SWIFT Water Quality Improvement Fund (WQIF) Grant Agreement Grant Agreement (>\$200,000)**

**Action:** Approve (i) the terms and conditions of the WQIF Point Source Grant and Operations and Maintenance Agreement with the Virginia Department of Environmental Quality (DEQ) for the James River SWIFT Project and authorize the General Manager to execute same, substantially as presented, together with such changes, modifications and deletions as the General Manager may deem necessary and (ii) the prepayment, defeasance, discharge or other pay-off of some or all related HRSD indebtedness if necessary or desirable, as determined, from time to time, by the General Manager in connection to the award of such Grant or agreement.

<b>Moved:</b>	Willie Levenston, Jr.	<b>Ayes:</b>	7
<b>Seconded:</b>	Elizabeth Taraski	<b>Nays:</b>	0

**CIP Project: JR013400, GN016360, GN016361, GN016362**

**Agreement Description:** This agreement between the Virginia Department of Environmental Quality (DEQ) and HRSD is for cost associated with nutrient removal technology upgrades and SWIFT facilities constructed at the James River Treatment Plant (JRTP). These facilities are necessary to comply with the Enhanced Nutrient Reduction Certainty Program (ENRCP).

The grant agreement requires HRSD to meet annual concentration equivalent limits of 4.0 mg/L for total nitrogen and 0.30 mg/L for total phosphorous based on equivalent discharged load. HRSD will have to meet a SWIFT facility utilization requirement of 50 percent injection of total influent flow starting in the first full calendar year after Certificate to Operate is issued, and a 65 percent utilization for every year thereafter for the length of the grant agreement (20 years).

The total grant agreement is \$331,384,307 and is based on eligibility percentages for this program of projects. The award of this grant was anticipated in HRSD's Capital Improvement Program financial planning.

**Prepayment of HRSD Debt in connection with Grant or Agreement.** Due to federal regulations on issuance of tax-exempt or tax-advantaged debt, HRSD may be required to, or it may be to HRSD's financial advantage to, utilize certain grant proceeds to prepay, defease, discharge or otherwise pay off principal loan amounts on some or all of the debt incurred to finance all or a portion of these projects.



COMMISSION MEETING MINUTES  
February 24, 2026

The sources of debt that may be prepaid include, by way of example, loans issued through the Virginia Clean Water Revolving Loan Fund, Water Infrastructure Finance and Innovation Act, bonds issued by HRSD, and Bank of America Line of Credit. HRSD's legal counsel AquaLaw PLC reviewed the attached [Agreement](#).

**Discussion Summary:** Staff provided an update on the Water Quality Improvement Fund (WQIF) program for the SWIFT projects. To date, HRSD has invested approximately \$1.3 billion of an anticipated \$2.4 billion necessary to comply with the Enhanced Nutrient Removal Certainty Program. Under the WQIF rules, HRSD anticipates receiving a total of approximately \$1.1 billion in grant funding from the Commonwealth. Approximately \$430 million in qualifying expenditures have been incurred, with about \$67 million received. Staff explained that the Commonwealth is now considering issuing tax-exempt bonds, rather than using general fund cash as was provided in their original budget, to finance current and future WQIF authorizations. This is an appropriate use of debt since these grant dollars are funding major infrastructure projects. However, there is an issue with this change that most likely only applies to HRSD. Under Internal Revenue Service (IRS) rules, because HRSD's governing board is appointed by the Governor, the grant funds will likely be considered expended when HRSD's original construction costs were paid, not when the grant funds were disbursed by the Commonwealth. This presents a significant challenge because HRSD began design and construction efforts for some of these projects in 2021 and the ability to use tax-exempt debt to pay for construction costs already incurred is generally limited to three years. Staff have been working closely with the Commonwealth and legislative representatives to try to address these issues.

Staff also explained that portions of the grant proceeds will be required to repay previously issued debt used to finance SWIFT construction, including Virginia Resources Authority and WIFIA borrowings. While repayment will reduce outstanding loan balances, staff noted that HRSD benefited from favorable interim financing terms and emphasized that grant funding remains significantly more advantageous than long-term debt.

The agreement presented for approval serves as the template for future SWIFT grant agreements, and staff commended the collaborative efforts undertaken to secure eligibility for this innovative program under existing WQIF guidelines.

**Public Comment:** None

COMMISSION MEETING MINUTES  
February 24, 2026

5. **Army Base Treatment Plant Fire Suppression System Upgrades  
Initial Appropriation – Non-Regulatory**

**Action:** Appropriate project funding for pre-bid and construction in the amount of \$916,633.

<b>Moved:</b>	Elizabeth Taraski	<b>Ayes:</b>	8
<b>Seconded:</b>	Elizabeth Andrews	<b>Nays:</b>	0

**CIP Project: AB012400**

**Regulatory Requirement:** None

**Project Description:** This project involves replacing or upgrading the fire suppression system at the Army Base Treatment Plant’s (ABTP) methanol facility. The current system utilizes an Alcohol-Resistant Aqueous Film-Forming Foam (AR-AFFF) that contains perfluoroalkyl and polyfluoroalkyl substances (PFAS). Due to environmental and health concerns, refilling existing extinguishers with AR-AFFF is no longer permitted. The upgraded system will utilize a PFAS-short-chain-free or fluorine-free foam to ensure both safety and regulatory compliance.

**Project Justification:** The current methanol fire suppression systems utilize AR-AFFF, which contains PFAS. This foam is being phased out in compliance with the Federal Forever Chemical Regulation and Accountability Act of 2024. If a system is discharged, it cannot be recharged with the existing agent. This is particularly concerning because these systems have experienced false alarms and equipment malfunctions in the past that caused the foam to activate. The design for this project was completed under GN021200.

**Task Order Description:** This task order will provide preconstruction phase services to create a bid package and assist with the selection of a qualified bidder to upgrade the current methanol facility fire suppression system at the ABTP.

**Funding Description:** The current Class 2 estimate for construction, construction administration, construction inspection, and closeout is \$901,127. This appropriation also includes \$15,506 for the upcoming preconstruction phase services, which is below the \$200,000 threshold required for Commission approval.

**Analysis of Cost:** The cost is based on hourly rates in HDR’s annual services contract for General Engineering Services and estimation of hours for this effort.



COMMISSION MEETING MINUTES  
February 24, 2026

The fee proposal is approximately 2% of the Opinion of Probable Construction Cost (OPCC), which is in line with the anticipated 1% as per the Design and Construction Standards. As such, the estimate provided is justified.

<b>Schedule:</b>	Bid	March 2026
	Construction	June 2026
	Project Completion	March 2027

**Public Comment:** None

COMMISSION MEETING MINUTES  
February 24, 2026

6. **York River Treatment Plant Fire Suppression System Upgrades  
Initial Appropriation – Non-Regulatory**

**Action:** Appropriate project funding for pre-bid and construction in the amount of \$2,335,088.

**Moved:** Elizabeth Andrews

**Ayes:** 8

**Seconded:** Elizabeth Taraski

**Nays:** 0

**CIP Project: YR015400**

**Regulatory Requirement:** None

**Project Description:** This project involves replacing a generator day tank and upgrading the fire suppression systems at the York River Treatment Plant's (YRTP) generator and methanol facilities. The existing systems utilize Alcohol-Resistant Aqueous Film-Forming Foam (AR-AFFF) containing perfluoroalkyl and polyfluoroalkyl substances (PFAS). To ensure safety and regulatory compliance, the infrastructure will be upgraded to support fluorine-free or PFAS-short-chain-free foam alternatives.

**Project Justification:** This transition is mandated by the Federal Forever Chemical Regulation and Accountability Act of 2024, which phases out PFAS-based foams. Under current regulations, any system discharge cannot be recharged with the existing agent, rendering the system inoperable after a single use. This presents a significant operational risk given the facility's history of false alarms and equipment malfunctions that trigger accidental activation. Furthermore, replacing the generator day tank with a smaller unit allows for footprint consolidation, eliminating the requirement for two separate fire suppression systems and reducing long-term maintenance costs. The design for this project was completed under GNO21200.

**Task Order Description:** This task order provides preconstruction phase services to develop two separate bid packages and assist in the selection of qualified bidders. The scope includes the replacement of the generator day tank and the upgrade of the fire suppression systems at the YRTP's generator and methanol facilities.

**Funding Description:** The current Class 2 estimate for construction, construction administration, construction inspection, and closeout is \$2,311,311. This appropriation also includes \$23,777 for the upcoming preconstruction phase services, which is below the \$200,000 threshold required for Commission approval.



COMMISSION MEETING MINUTES  
February 24, 2026

**Analysis of Cost:** The cost is based on hourly rates in HDR’s annual services contract for General Engineering Services and estimation of hours for this effort. The fee proposal is approximately 1% of the Opinion of Probable Construction Cost (OPCC), which is in line with the anticipated 1% as per the Design and Construction Standards. As such, the estimate provided is justified.

<b><u>Schedule:</u></b>	Bid	March 2026
	Construction	June 2026
	Project Completion	March 2027

**Discussion Summary:** Staff explained that the Army Base and York River facilities were prioritized for AFFF system removal due to higher risk and operational concerns. The York River alcohol-resistant AFFF system associated with the methanol system was the oldest and most heavily impacted by PFAS, while the Army Base system had experienced repeated false activation events resulting in unintended foam discharges. In addition, York River had a traditional AFFF system tied to its emergency generators due to the size of the day tank. Staff noted that this system will be eliminated by installing smaller day tanks that no longer require NFPA-related AFFF protections, resulting in the full removal of fixed foam systems at the facility.

**Public Comment:** None



COMMISSION MEETING MINUTES  
February 24, 2026

7. **Virginia Initiative Plant Aeration Tank and Primary Clarifier Gate Replacement Contract Award (>\$200,000)**

**Action:** Award a contract to Kennedy/Jenks Consultants, Inc. in the amount of \$2,386,612.

**Moved:** Vishnu Lakdawala **Ayes:** 8  
**Seconded:** Willie Levenston, Jr. **Nays:** 0

**CIP Project:** VP019800

**Regulatory Requirement:** None

**Type of Procurement:** Competitive Negotiation

A Public Notice was issued on September 18, 2025. Three firms submitted proposals on November 12, 2025, and all firms were determined to be responsive and deemed fully qualified, responsible, and suitable to the Professional Services Selection Committee (Committee) and to the requirements in the Request for Proposals. Three firms were short-listed, interviewed, and technically ranked as listed below:

Proposers	Technical Points	Recommended Selection Ranking
Kennedy/Jenks Consultants, Inc.	90	1
Black & Veatch Corporation	88	2
Stantec Consulting Services, Inc.	86	3

The Committee recommends award to Kennedy Jenks, whose professional qualifications and proposed services best serve the interest of HRSD.

**Project Description:** This project will involve the replacement of 16 aeration tank slide gates, 18 primary clarifier slide gates, and six chlorine contact tank slide gates with new motorized stainless steel slide gates. The project will also include the development of an On-Call Treatment Plant Services Contract which is currently being developed by Hazen and Sawyer.

**Project Justification:** The gates are over 34 years old and at the end of their design life. The fiberglass wrap and gate core have been found to be damaged or showing signs of damage at many locations, and they are becoming difficult to operate.



COMMISSION MEETING MINUTES  
February 24, 2026

Motorizing the gates will allow for more efficient operation and the ability to exercise the gates more frequently as well as provide flexibility for controlling aerobic volume. The On-Call Treatment Plant Services Contract will be utilized to assist with emergencies and smaller tasks and projects at treatment plants across HRSD. Typical projects may include mechanical work, concrete work, yard piping, and structural work.

**Contract Description:** This contract is an agreement for professional engineering services related to project management, quality assurance and control, investigations, preliminary design, equipment prepurchase, permitting, opinion of probable construction cost and construction schedule/maintenance of plant operations (MOPO) development, constructability review, final design (60%, 90%, 100%, Bid Set), and bid services.

**Analysis of Cost:** The cost for this initial task order is a lump sum fee with negotiated rates and an estimate of time the consultant will need to perform the design and carry out with the bid phase. Construction phase services will be negotiated after the design and bid phases are complete. The cost is in agreement with other similar efforts from firms.

<b><u>Schedule:</u></b>	Design	March 2026
	Bid	June 2027
	Construction	October 2027
	Project Completion	October 2033

**Public Comment:** None



COMMISSION MEETING MINUTES  
February 24, 2026

8. **Section W Force Main Replacement  
Additional Appropriation – Non-Regulatory (≥\$1,000,000), Contract Award (>\$200,000), Task Order (>\$200,000)**

**Actions:**

- a. Appropriate additional funding for construction services in the amount of \$1,736,497.
- b. Award a contract to LandWerks Contracting, Inc. in the amount of \$3,294,964.
- c. Approve a task order with Hazen and Sawyer in the amount of \$407,060.

**Moved:** Elizabeth Taraski **Ayes:** 8  
**Seconded:** Willie Levenston, Jr. **Nays:** 0

**CIP Project: AB010500**

**Regulatory Requirement:** None

	<b>Project Cost &amp; Appropriation Summary</b>	<b>CIP Project Summary</b>
Capital Improvement Program Estimate (July 1, 2025)		\$5,358,151
Funds Appropriated to Date	\$2,570,000	
Expenditures and Encumbrances Already Incurred	\$331,433	
Available Balance	<u>\$2,238,567</u>	
Proposed Contract to Contractor	\$3,294,964	
Proposed Task Order to Engineer	\$407,060	
Proposed Contingency	<u>\$273,040</u>	
Revised Total Remaining Project Costs	<u>\$3,975,064</u>	
Expenditures and Encumbrances Already Incurred	\$331,433	
New Project Cost Estimate	<u>\$4,306,497</u>	\$4,306,497
Additional Appropriation Needed	<u>\$1,736,497</u>	
Favorable (Unfavorable) Variance to CIP		<u>\$1,051,654</u>



COMMISSION MEETING MINUTES  
February 24, 2026

<b>Contract Status with Task Orders:</b>	<b>Amount</b>
Original Contract with Engineer	\$201,125
Total Value of Previous Task Orders	\$0
Requested Task Order	\$407,060
Total Value of All Task Orders	\$407,060
Revised Contract Value	\$608,185

**Type of Procurement:** Competitive Bid

In accordance with HRSD’s competitive sealed bidding procedures, the Engineering Division advertised and solicited bids directly from potential bidders. The project was advertised on December 10, 2025, and five bids were received on February 3, 2026, as listed below:

<b>Bidder</b>	<b>Bid Amount</b>
LandWerks Contracting, Inc.	\$3,294,964
Bridgeman Civil, Inc.	\$3,846,862
Trident Civil, Inc.	\$4,722,850
Tidewater Utility Construction, Inc.	\$5,734,251
Kevcor Contracting Corporation	\$8,240,977

**Engineer Estimate:** \$5,798,160

The design engineer, Hazen and Sawyer, evaluated the bids based upon the requirements in the invitation for bid and recommends award to the lowest responsive and responsible bidder, LandWerks Contracting, Inc., in the amount of \$3,294,964.

**Project Description:** This project will study, design and construct a replacement interceptor for Line SF-006, approximately 2,642 linear feet (LF) of 10-inch cast iron force main that is the discharge line from HRSD Pump Station #117 (North Shore Road). This project will include replacement main line valves, branch valves, associated appurtenances and replace the existing force main through the walls into the pump station. The HART analysis has determined that this force main will be downsized from 10-inch to 8-inch. The attached [map](#) depicts the project location.

**Project Justification:** This project will replace the cast iron force main that was installed in 1948. There have been two documented repairs in 1964 and in 2005. Operations staff believes that there are additional undocumented repairs on the line as well.



COMMISSION MEETING MINUTES  
February 24, 2026

The pipeline is of a material and age for which HRSD has seen recent repeated failures in other parts of the interceptor system due to wastewater chemistry and soil corrosion.

**Contract Description and Analysis of Cost:** This contract is for construction services for Section W Force Main Replacement. The contract cost was reviewed by Hazen and Sawyer and is below the Engineer's Estimate.

**Task Order Description and Analysis of Cost:** This task order will provide services during construction including contract administration and field engineering and inspection services. HRSD and the design engineer, Hazen and Sawyer, negotiated a fee of \$407,060 based upon anticipated hours required for this effort. The cost for construction phase services is approximately twelve percent of the total construction cost, which is within range of comparable projects of similar size and complexity.

**Funding Description and Analysis of Cost:** The initial appropriation of \$2,570,000 for Section W was developed prior to May 2013 when preliminary engineering services were authorized for this project and Army Base 24-Inch and 20-Inch Transmission Main Replacements (AB010000). The projects were put on hold in June 2014 at 50% design, and efforts resumed in early 2021. The construction bid amount of \$3,294,964 and the fee for the construction related engineering services exceeds the current balance available for this CIP project. A 7% contingency is also being requested to accommodate any unforeseen conditions and additional legal fees of negotiated easements.

<b><u>Schedule:</u></b>	Construction	April 2026
	Project Completion	June 2027

**Public Comment:** None

COMMISSION MEETING MINUTES  
February 24, 2026

9. **New Business – None**

**Public Comment:** None

10. **Unfinished Business – None**

**Public Comment:** None

11. **Commissioner Comments – None**

12. **Informational Items**

**Action:** No action required.

**Brief:** The items listed below were presented for information.

a. [Management Reports](#)

- (1) General Manager
- (2) Communications
- (3) Engineering
- (4) Finance
- (5) Information Technology
- (6) Operations
- (7) Talent Management
- (8) Water Quality
- (9) Report of Internal Audit Activities

b. [Strategic Measures Summary](#)

**Discussion Summary:** Staff shared that HRSD has been formally invited to join Leading Utilities of the World, a prestigious global network of top-performing utilities. This recognition reflects HRSD’s leadership and innovation within the industry and follows engagement efforts that began after discussions at last year’s WEFTEC conference.

Staff also provided a brief update on General Assembly activity. Biosolids legislation remains a significant issue this session, and a full briefing on potential impacts to HRSD will be provided once final bill language is adopted. Collective bargaining legislation is also expected to pass, and staff will evaluate implications once finalized. A more comprehensive legislative update will be presented next month.



COMMISSION MEETING MINUTES  
February 24, 2026

Additionally, staff noted that the annual Integrated Plan presentation is scheduled this week, as required, and Commissioners are invited to attend the upcoming CIP meeting on March 3.

**Public Comment:** None

13. **Closed Meeting**

**Action:** Approve a motion to go into closed meeting to consider legal matters concerning probable litigation and to consult with legal counsel concerning specific legal matters as provided for in Code of Virginia §2.2-3711A7 and A8.

<b>Moved:</b>	Willie Levenston, Jr.	<b>Ayes:</b>	8
<b>Seconded:</b>	Elizabeth Taraski	<b>Nays:</b>	0

**A7. Exemption Description.** Consultation with legal counsel and briefings by staff members or consultants pertaining to probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

**A8. Exemption Description.** Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.



COMMISSION MEETING MINUTES  
February 24, 2026

14. **Reconvened Meeting**

**Certification of Proceedings:** Pursuant to Section 2.2-3712.D of the Code of Virginia, a roll call vote was conducted to certify that to the best of each Commission member's knowledge: (i) only public business matters lawfully exempted from open meeting requirements under this chapter, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered. Any Commissioner who believes there was a departure from these two requirements shall so state prior to the vote, indicating the substance of the departure.

**Roll Call Vote:**

**Ayes:** 8

**Nays:** 0

**Action:** No action is required.

**Next Commission Meeting Date:** **March 24, 2026**, at the HRSD South Shore Operations Complex, 1434 Air Rail Avenue, Virginia Beach, VA 23455

**Meeting Adjourned:** 10:46 a.m.

SUBMITTED:

  
Elizabeth I. Scott  
Commission Secretary

APPROVED:

  
Stephen C. Rodriguez  
Commission Chair

HRSD Commission Meeting Minutes  
February 24, 2026  
Attachment #1

3. Consent Agenda

CONSENT AGENDA ITEM 3.b.1. – February 24, 2026

**Subject:** Army Base Treatment Plant Generator Control Replacement  
Contract Award (>\$200,000)

**Recommended Action:** Award a contract to Industrial Turnaround Corporation dba ITAC in the amount of \$1,307,700.

**CIP Project:** AB012100

**Regulatory Requirement:** None

**Type of Procurement:** Sole Source

**Project Description:** This project will design and fabricate new generator controls by retrofitting the existing generator controls that have reached the end of their useful life. The redundant Programmable Logic Controller (PLC) has failed, and replacement parts are no longer supported. The project will include a new Digital Master Control (DMC) panel or Generator Control Panel (GCP) for monitoring, control, and protection. The existing switchgear doors and instruments will also be replaced. In addition, control wire modifications are necessary to interface the new equipment. The project will include installing, testing, and commissioning the new switchgear system.

**Project Justification:** The two, 4.16-kV 2000-kW, standby diesel Cummins generators support the Army Base Treatment Plant's (ABTP) process loads in the event of a utility power loss. The standby generators are critical to maintaining public health, preventing process disruption, employee safety, and maintaining regulatory compliance.

**Contract Description:** This contract is for purchase of equipment and replacement services for the generator controls system in use at ABTP. The purpose of the generator controls system is to control the distribution of utility and standby generator power to the entire plant which are critical for plant operation. The current components are outdated and no longer supported by the original manufacturer (Cummins).

The generator control systems on the market are significantly different in design and function; therefore, it is more advantageous to select and pre-purchase this equipment prior to finalizing the design. The ITAC system utilizes a "master-less" system architecture that does not concentrate all controls into a single device making it is a more reliable and user-friendly system. Decisions for temporary power will be made during the submittal review and approval phase. ITAC will develop maintenance of plant operations submittals that will define their approach and schedule for shutting down existing equipment.

**Analysis of Cost:** ITAC systems are patented and can only be purchased directly. Costs are found to be fair and reasonable based on average costs for similar jobs completed at HRSD and estimates completed by HRSD and HRSD Engineering Consultant (HDR).

This work is in accordance with the Commission Adopted Procurement Policy.

<b><u>Schedule:</u></b>	Design	March 2026
	Bid	December 2026
	Construction	March 2027
	Project Completion	March 2028

CONSENT AGENDA ITEM 3.b.2. – February 24, 2026

**Subject:** GPS Fleet Management Hardware and Software Support  
Contract Award (>\$200,000)

**Recommended Action:** Award a contract to Iler Group, Inc. DBA Fleetistics or DBA Fleet Solutions in the amount of \$76,848 for one year with four renewal options and an estimated cumulative value of \$384,240.

**Regulatory Requirement:** None

**Type of Procurement:** Use of a Contract Vehicle

**Contract Description:** This contract provides GPS fleet management and vehicle telematics services for HRSD-owned fleet vehicles. These services include real-time monitoring of vehicle location, speed, driving habits, and other performance data via Geotab GO devices, as well as video surveillance through Surfsight and Rosco cameras.

Sourcewell competitively solicited this cooperative contract solution. As a public agency, HRSD is eligible to use the contract awarded to Iler Group, Inc.

**Analysis of Cost:** By utilizing the cooperative contract #102924-GEO through Sourcewell, HRSD is receiving approximately 24 percent cost savings over retail value.

This work is in accordance with the Commission Adopted Procurement Policy.

CONSENT AGENDA ITEM 3.b.3. – February 24, 2026

**Subject:** Operational Technology Threat Protection Services  
Contract Award (>\$200,000)

**Recommended Action:** Award a contract to Dragos, Inc. in the amount of \$171,032 for one year with four renewal options and an estimated cumulative value of \$2,605,632. Year one annual cost includes a credit, whereas years two through five are the fixed annual cost at \$608,560/year.

**Regulatory Requirement:** None

**Type of Procurement:** Sole Source

**Contract Description:** This contract is for annual operational technology threat protection services for use by the Information Technology Department (ITD). This is a subscription-based service for ongoing monitoring, threat investigation, notification, and reporting of HRSD infrastructure.

**Analysis of Cost:** HRSD is receiving a multi-year discount of 10 percent. The cost and support were determined to be fair and reasonable compared to previous term contract rates with Dragos, Inc.

This work is in accordance with the Commission Adopted Procurement Policy.

4. **James River SWIFT Water Quality Improvement Fund (WQIF) Grant Agreement Grant Agreement (>\$200,000)**

**VIRGINIA WATER QUALITY IMPROVEMENT FUND  
POINT SOURCE GRANT AND  
OPERATION AND MAINTENANCE AGREEMENT**  
**Contract #440-S-23-06**

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THIS AGREEMENT is made as of this 24th day of February, 2026, by and between the Director of the Virginia Department of Environmental Quality in his official capacity, or his designee (the "Director"), and the Hampton Roads Sanitation District (HRSD) (the "Grantee").

Pursuant to the Virginia Water Quality Improvement Act of 1997, Chapter 21.1, Title 10.1 of the Code of Virginia (1950), as amended (the "Act"), the General Assembly created the Virginia Water Quality Improvement Fund (the "Fund"). The Director, in coordination with the Director of the Department of Conservation and Recreation, is authorized by the Act to make Water Quality Improvement grants related to point source pollution control, in accordance with guidelines established pursuant to Section 10.1-2129 of the Code of Virginia, and enter into agreements with grantees under the Act which shall, in accordance with Sections 10.1-2130 and 10.1-2131 of the Code of Virginia, provide for the payment of the total amount of the grant and require proper long-term operation, monitoring and maintenance of funded projects.

Pursuant to Section 62.1-44.19:14 of the Code of Virginia, the Enhanced Nutrient Removal Certainty Program (ENRC Program) includes the HRSD-James River WWTP upgrade with nutrient removal technology of 4.0 mg/L total nitrogen (1/1/2026) and 0.30 mg/L total phosphorus (1/1/2028) as further specified in Article V. Pursuant to Section 62.1-44.19:14 of the Code of Virginia, the ENRC Program also calls for James River HRSD SWIFT nutrient upgrades, including reducing the total nitrogen wasteload allocations for HRSD-James River STP to 243,674 lbs/year effective 1/1/2026 and reducing the total phosphorus wasteload allocation for HRSD-James River STP to 30,459 lbs/year effective 1/1/2026, 24,367 lbs/year effective 1/1/2030, and 18,276 lbs/year effective 1/1/2032. These wasteload allocations are included as part of HRSD's Lower James River aggregate wasteload allocation and compliance with these allocations is assessed on the aggregate. Pursuant to Subsection F of Section 10.1-1186.01 of the Code of Virginia, the disbursement of grants to finance the costs of design and installation of nutrient removal technology, including eligible design and installation costs for implementation of the ENRC Program at HRSD-James River WWTP shall be provided pursuant to the distribution methodology included in Section 10.1-2131 of the Code of Virginia.

The Grantee has been approved by the Director to receive a Grant from the Fund subject to the terms and conditions herein to finance seventy-five percent (75%) of the cost of the Eligible Project, which consists of the design and installation of Nutrient Removal Technology as described herein. The Grantee will use the Grant to finance that portion of the Eligible Project Costs not being paid for from other sources as set forth in the Total Project Budget in Exhibit B to this Agreement. Such other sources may include, but are not limited to, the Virginia Water Facilities Revolving Fund, Chapter 22, Title 62.1 of the Code of Virginia (1950), as amended.

As required by the Act, this Agreement provides for payment of the Grant, design and construction of the Project, and proper long-term operation, monitoring, and maintenance of the Project. This Agreement is supplemental to the State Water Control Law, Chapter 3.1, Title 62.1 of the Code of Virginia (1950), as amended, and it does not limit in any way the other water quality restoration, protection and enhancement, or enforcement authority of the Director, the State Water Control Board (the "Board") or the Department of Environmental Quality (the "Department").



**ARTICLE I**  
**DEFINITIONS**

1.0 The capitalized terms contained in this Agreement shall have the meanings set forth below unless the context requires otherwise and any capitalized terms not otherwise defined herein shall have the meaning assigned to such terms in the Act:

(a) "Agreement" means this Virginia Water Quality Improvement Fund Point Source Grant and Operation and Maintenance Agreement between the Director and the Grantee, together with any amendments or supplements hereto.

(b) "Authorized Representative" means any member, official or employee of the Grantee authorized by resolution, ordinance or other official act of the governing body of the Grantee to perform the act or sign the document in question.

(c) "Eligible Project" means the particular Nutrient Removal Technology described in Exhibit A to this Agreement be designed and constructed by the Grantee with, among other monies, the Grant, with such changes thereto as may be approved in writing by the Director and the Grantee.

(d) "Eligible Project Costs" means costs of the individual items comprising the Eligible Project as permitted by the Act with such changes thereto as may be approved in writing by the Director and the Grantee.

(e) "Equivalent Discharged Load" (EDL) means the annual nutrient load associated with the applicable total nitrogen and total phosphorus annual average concentrations and the annual actual flow treated.

(f) "Extraordinary Conditions" means unforeseeable or exceptional conditions resulting from causes beyond the reasonable control of the Grantee such as, but not limited to fires, strikes, acts of God, and acts of third parties that singly or in combination cause material breach of this Agreement. In addition, only with respect to the SWIFT utilization requirement, this term also may mean a directive or requirement to reduce or cease injection issued by the Director, the Department of Environmental Quality, the Virginia Department of Health, the U.S. Environmental Protection Agency, or other governmental authority including but not limited to a state or federal court of competent jurisdiction, unless such directive is issued for reasons related to HRSD's design, construction, and/or operations of the Facility in any way contrary to the provisions of this Agreement, or which violated applicable law and regulations.

(g) "Facility" means all plants, systems, unit processes, equipment or property related to the Project, and owned, operated, or maintained by the Grantee and used in connection with the treatment of wastewater.

(h) "Grant" means the particular grant described in Section 4.0 of this Agreement, with such changes thereto as may be approved in writing by the Director and the Grantee.

(i) "Influent Flow" means total flow, as measured by the influent flow meter, into the James River Sewage Treatment Plant. This is also defined as treated flow.

(j) "Injection Rate" means total flow injected into the Managed Aquifer Recharge (MAR) wells measured in million gallons per day (MGD).



(k) "Monetary Assessment" means a contractual or stipulated penalty as described in Section 10.1-2130 of the Code.

(l) "Nutrient Removal Technology" means state-of-the-art nutrient removal technology, biological nutrient removal technology, or other nutrient removal technology including reclamation/reuse as described in Section 10.1-2117.

(m) "Preliminary Engineering Proposal" means the engineering report and preliminary plans for the Project as described in 9 VAC 25-790-110, as modified by the final engineering design approved by the Department.

(n) "Project Engineer" means the Grantee's engineer who must be a licensed professional engineer registered to do business in Virginia and designated by the Grantee as the Grantee's engineer for the Project in a written notice to the Department.

(o) "Project Schedule" means the schedule for the Project as set forth in Exhibit C to this Agreement, with such changes thereto as may be approved in writing by the Director and the Grantee.

(p) "Total Eligible Project Budget" means the sum of the Eligible Project Costs as set forth in Exhibit B to this Agreement, with such changes thereto as may be approved in writing by the Director and the Grantee.

(q) "Total Project Budget" means the sum of the Eligible Project Costs and any ineligible costs that are solely the responsibility of the Grantee, as set forth in Exhibit B to this Agreement, with such changes thereto as may be approved in writing by the Director and the Grantee.

(r) "Treated Flow" means total flow, as measured by the influent flow meter into the James River Treatment Plant. This is also defined as influent flow.

## **ARTICLE II**

### **SCOPE OF PROJECT**

2.0 The Grantee will cause the Project to be designed, constructed and placed in operation as described in Exhibit A to this Agreement to meet annual concentration equivalent limitations of 4.0 mg/L for total nitrogen, and 0.30 mg/L for total phosphorus based on the Equivalent Discharged Load (EDL). The Grantee shall also meet the Sustainable Water Initiative for Tomorrow (SWIFT) project utilization requirement of 50 percent injection of total influent flow measured in million gallons per day (MGD) starting in the first full calendar year of operation after Certificate to Operate (CTO) issuance in accordance with Article VI. The Grantee shall meet the SWIFT project utilization requirement of 65 percent injection of total influent flow measured in MGD in the second full calendar year of operation after CTO issuance and for the duration of the grant agreement. The requirement to meet EDL-based total annual concentration equivalent limits is applicable only to this grant agreement and is not applicable to any current or future VPDES permits that the facility holds or will hold, unless explicitly incorporated into the permit.



**ARTICLE III**  
**SCHEDULE**

3.0 The Grantee will cause the Eligible Project to be designed, constructed and placed in operation in accordance with the Project Schedule in Exhibit C to this Agreement.

**ARTICLE IV**  
**COMPENSATION**

4.0. Grant Amount. The total grant award from the Fund under this Agreement is **\$331,384,307.00** and represents the Commonwealth's seventy-five percent (75%) share of the Total Eligible Project Budget. Any material changes made to the Eligible Project after execution of this Agreement, which alters the Total Eligible Project Budget, will be submitted to the Department of Environmental Quality (the Department) for review of grant eligibility. The amount of the grant award set forth herein may be modified from time to time by agreement of the parties to reflect changes to the Eligible Project or the Total Eligible Project Budget.

4.1. Payment of Grant. Payment of the Grant is subject to the availability of monies in the Fund allocated to point source pollution control and Section 4.4 herein. Disbursement of the Grant will be in accordance with the payment provisions set forth in Section 4.2 herein and the eligibility determinations made in the Total Project Budget (Exhibit B).

4.2. Disbursement of Grant Funds. Payment of the grant is subject to the availability of monies in the Fund, Section 4.4 herein. Disbursement requests shall be submitted no less than once every forty-five (45) calendar days while the project is incurring eligible expenses specific to the grant referenced herein. Any alternative schedule request must be received in writing and approved by the Department prior to the disbursement request receipt deadline. The Department will disburse the Grant to the Grantee no more frequently than once every forty-five calendar days for approved eligible reimbursements, with a minimum reimbursement amount of ten thousand (\$10,000.00) dollars (excluding initial professional services payments and the final payment), upon receipt by the Department of the following:

(a) A requisition for approval by the Department, signed by the Authorized Representative and containing all receipts, vouchers, statements, invoices or other evidence that costs in the Total Project Budget, including the applicable local share for the portion of the project covered by such requisition, have been incurred or expended and all other information called for by, and otherwise being in the form of, Exhibit D to this Agreement.

(b) If any requisition includes an item for payment for labor or to contractors, builders or material men, a certificate, signed by the Project Engineer, stating that such work was actually performed or such materials, supplies or equipment were actually furnished or installed in or about the construction of the Eligible Project.

(c) Exhibit D must be submitted with each disbursement request.

Upon receipt of each such requisition and accompanying certificate(s) and schedule(s), the Director shall request the Comptroller to issue a warrant directing the State Treasurer to disburse the Grant to the Grantee in accordance with such requisition to the extent approved by the Department.

Except as may otherwise be approved by the Department, disbursements shall be held at ninety-five percent (95%) of the total grant amount to ensure satisfactory completion of the Eligible Project.

*Task*

Upon receipt from the Grantee of the certificate specified in Section 4.6 and a final requisition detailing all retainage to which the Grantee is then entitled, the Director, subject to the provisions of this section and Section 4.3 herein, shall request the Comptroller to issue a warrant directing the State Treasurer to disburse to the Grantee the final payment from the Grant.

4.3 Application of Grant Funds. The Grantee agrees to apply the Grant solely and exclusively to the reimbursement of Eligible Project Costs under this agreement.

4.4. Availability of Funds. The Director and Grantee recognize that the availability of monies in the Fund allocated to point source pollution control is subject to appropriation by the General Assembly and allocations made by the Secretary of Natural and Historic Resources, and that at times there may not be sufficient monies in the Fund to permit prompt disbursement of grant funds due and owing the Grantee pursuant to this Agreement. To minimize the potential for such disruption in disbursements of grant funds and in satisfaction of its obligations under the Act, the Department covenants and agrees to (1) manage the allocation of grants from the Fund to ensure full funding of executed grant agreements, (2) forecast the estimated disbursements from the Fund in satisfaction of approved grants and make this forecast publicly available each year for use in the Commonwealth's budgetary process, and (3) promptly disburse to the Grantee any grant funds due and owing the Grantee pursuant to this Agreement when sufficient monies are available in the Fund to make such disbursements. The Department may determine that monies are not sufficient to promptly disburse grant funds when there are competing grant requests. To assist the Department in forecasting estimated disbursements, prior to September 30<sup>th</sup> of each year, the Grantee will provide the Department with a written estimate of its projected expenditures on the Project during the next fiscal year using the same line-item cost categories in the Project Budget.

4.5. Agreement to Complete Project. The Grantee agrees to cause the Project to be designed and constructed, as described in Exhibit A to this Agreement, and in accordance with (i) the schedule in Exhibit C to this Agreement and (ii) plans and specifications prepared by the Project Engineer and approved by the Department.

4.6 Notice of Substantial Completion. When the Project has been completed, the Grantee shall promptly deliver to the Department a Certificate of Substantial Completion signed by the Authorized Representative and by the Project Engineer stating (i) that the Project has been completed substantially in accordance with the approved plans and specifications and addenda thereto, and in substantial compliance with all material applicable laws, ordinances, rules, and regulations; (ii) the date of such completion; (iii) that all certificates of occupancy and operation necessary for start-up for the Project have been issued or obtained; and (iv) the amount, if any, to be released for payment of the final Project Costs.

## **ARTICLE V** **PERFORMANCE**

5.0 The Grantee's Facility shall meet annual concentration equivalent limitations of 4.0 mg/L for total nitrogen, and 0.30 mg/L for total phosphorus based on the Equivalent Discharged Load (EDL) except as provided in paragraph 5.1 and Article VIII of this Agreement. In addition, the Grantee's facility shall meet the SWIFT utilization requirement of 50% injection of total influent flow measured in million gallons per day (MGD), on an annual average basis during the first full calendar year of operation after CTO issuance in accordance with Article VI. Starting in the second calendar year of operation and for the duration of the grant agreement, the facility shall meet the SWIFT utilization requirement of 65% injection of total influent flow measured in MGD, up to the 16 MGD capacity of the SWIFT facility.

*Tasm*

5.1 If, pursuant to Section 10.1-1187.6 of the Code, the State Water Control Board approves an alternative compliance method to technology-based concentration limitations in Virginia Pollutant Discharge Elimination System permits, the concentration limitations in Section 5.0 above shall be suspended subject to the terms of such approval. The terms of approval shall include requirements for operation of the installed Nutrient Removal Technology at the treatment levels for which it was designed.

## **ARTICLE VI** **OPERATION AND MAINTENANCE**

6.0 No later than ninety (90) days after issuance of a Certificate to Operate for the Project, the Grantee shall submit to the Department a Letter of Certification stating that i) the Operation and Maintenance manual for the project is up-to-date and available upon request and ii) an updated version of the Operation and Maintenance manual was provided to the Owner when the Certificate To Operate was issued or before. As required by the Grantee's Virginia Pollution Discharge Elimination System (VPDES) permit, the Facility shall be operated and maintained in a manner consistent with the Operation and Maintenance Manual as approved by the Department.

## **ARTICLE VII** **MONITORING AND REPORTING**

7.0. Monitoring. The Grantee shall monitor compliance per Article V of this Agreement. Sampling frequency and type shall be conducted in accordance with Virginia Pollutant Discharge Elimination System (VPDES) permit number VA0081272 requirements.

(a) Monitoring of Influent Flow/Injection Rate - Monitoring will be conducted at the influent flow meter into the James River Sewage Treatment Plant for the purpose of reporting influent flow. Monitoring of the total flow injected into the Managed Aquifer Recharge (MAR) wells will be conducted for the purpose of reporting injection rate.

(b) Monitoring of Analytical Results and Loads - In the absence of total nitrogen or total phosphorus VPDES permit monitoring requirements, monitoring of the effluent concentration shall consist of a sample type and collection frequency as specified in the General Virginia Pollutant Discharge Elimination System (VPDES) Watershed Permit Regulation for Total Nitrogen and Total Phosphorus Discharges and Nutrient Trading in the Chesapeake Bay Watershed in Virginia (9 VAC 25-820-70. Part I.E.). Each sample shall be analyzed for total nitrogen and total phosphorus using U.S. Environmental Protection Agency-approved test methods and reported to the Department. Monitoring will be conducted at Outfall 001 for the purpose of reporting effluent discharge.

7.1. Reporting. Beginning with the Project's first full calendar year of operation and each year thereafter, the Grantee will (i) calculate the annual average concentration equivalent based on the discharged load and treated flow for total nitrogen and total phosphorus using the form attached as "Exhibit E – Reporting of Analytical Results and Loads"; (ii) calculate the annual average utilization rate as a percentage for the calendar year using the form attached as "Exhibit F – Reporting of Influent Flow/Injection Rate"; (iii) submit the results to the Department on or before February 1<sup>st</sup> of each year. Data excluded from the average based on the occurrence of extraordinary conditions will be identified in the report.



**ARTICLE VIII**  
**MATERIAL BREACH**

8.0. Material Breach. Any failure or omission by the Grantee to perform its obligations under this Agreement, unless excused by the Department, is a material breach.

8.1. Notice of Material Breach. If at any time the Grantee determines that it is unable to perform its obligations under this Agreement, the Grantee shall promptly provide written notification to the Department. This notification shall include a statement of the reasons it is unable to perform, any actions to be taken to secure future performance and an estimate of the time necessary to do so.

8.2. Monetary Assessments for Breach. In no event shall total Monetary Assessments pursuant to this Agreement exceed (i) \$26,577,021 annually or (ii) \$531,540,420 during the life of this Agreement. Monetary Assessments will be paid into the State Treasury and credited to the Fund. The Director's right to collect Monetary Assessments does not affect in any way the Director's right to secure specific performance of this Agreement using such other legal remedies as may otherwise be available. Within 90 days of receipt of written demand from the Director, the Grantee shall pay the following Monetary Assessments for the corresponding material breaches of this Agreement unless the Grantee asserts a defense pursuant to the requirements of Section 8.3 herein.

(a) Beginning with the Project's first full calendar year of operation following issuance of a Certificate to Operate for the Project, for an exceedance of one or both of the annual concentration equivalent limitations based on the Equivalent Discharged Load (EDLs) applicable under Article V of this Agreement, an assessment calculated as follows:

(i) For noncompliance with the total nitrogen annual concentration equivalent limitations in Article V, an assessment calculated using the formula in Exhibit G to this Agreement is to be assessed annually if the limitation is exceeded.

(ii) For noncompliance with the total phosphorus annual concentration equivalent limitations in Article V, an assessment calculated using the formula in Exhibit H to this Agreement is to be assessed annually if the limitation is exceeded.

(iii) The nutrient limits in this section are considered in compliance if the requirements outlined in the VPDES permit VA0081272 under section Part I.A. are met.

(b) Beginning with the Project's second full calendar year of operation following issuance of a Certificate to Operate for the Project, for the numerical flow limitations applicable under Article V of this Agreement, except where the total annual utilization rate is greater than 65%, an assessment is calculated as follows:

(i) For noncompliance with the total annual utilization rate requirement in Article V, an assessment is calculated using the formula in Exhibit I to this Agreement for each one percent of underutilization. Assessment is made for each percentage of underutilization if the injection rate falls 5% or more below the required utilization rate.

(c) For noncompliance with any deadline in Exhibit C to this Agreement, Article VII of this Agreement, or the failure to submit a Letter of Certification in accordance with Article VI of this Agreement, an assessment in the amount of \$500 per day for the first 10 days of noncompliance, and \$1,000 for each day of noncompliance thereafter. Noncompliance with interim deadlines shall be excused where the Grantee complies with the final deadline in Exhibit C to this Agreement.



(d) For noncompliance with the obligation to operate and maintain the Project in a manner consistent with the manual pursuant to Article VI of this Agreement, an assessment in the amount of \$1,000 for each day of noncompliance.

8.3 Extraordinary Conditions.

(a) The Grantee may assert, and it shall be a defense to any action by the Director to collect a Monetary Assessment or otherwise secure performance of this Agreement that the alleged non-performance was due to Extraordinary Conditions, provided that the Grantee:

(1) takes reasonable measures to effect a cure or to minimize any non-performance with the Agreement, and

(2) provides written notification to the Department of the occurrence of Extraordinary Conditions, together with an explanation of the events or circumstances contributing to such Extraordinary Conditions, no later than 5 days after the discovery of the Extraordinary Conditions and the resulting impacts on performance. Reference "Exhibit J – Occurrence of Extraordinary Conditions".

(b) If the Department disagrees that the events or circumstances described by the Grantee constitute Extraordinary Conditions, the Department must provide the Grantee with a written objection within sixty (60) days of Grantee's notice under paragraph 8.3(a)(2), together with an explanation of the basis for its objection.

8.4 Resolution and Remedy. If no resolution is reached by the parties, the Director or Department may immediately pursue any remedy available at law or equity. In any such action, the Grantee shall have the burden of proving that the alleged noncompliance was due to Extraordinary Conditions. In addition to any other remedy that may be available to the Director or the Department, the Director or Department may bring an action in the Circuit Court of the City of Richmond to enforce this Agreement by injunction or mandamus or stipulated penalties or to recover part or all of the grant funds. No such remedy of the Director or Department shall be deemed to be exclusive or to stop any other such remedy or the bringing of an action to enforce this Agreement. The Grantee agrees to venue to any such action in the Circuit Court of the City of Richmond, either north or south of the James River in the option of the Director. The Grantee further agrees that, in light of the public purpose of nutrient removal, any failure of the Grantee to perform its duties under this Agreement and any failure of the Project to meet the requirements of this Agreement or the requirements of any permit that may be issued by the Board regarding the Project constitutes irreparable harm to the Commonwealth for which the Director or Department lacks an adequate remedy at law.

**ARTICLE IX**  
**GENERAL PROVISIONS**

9.0. Effect of the Agreement on Virginia Pollutant Discharge Elimination System (VPDES) Permit. This Agreement shall not be deemed to relieve the Grantee of its obligations to comply with the terms of its VPDES permit issued by the Department.

9.1. Disclaimer. Nothing in this Agreement shall be construed as authority for either party to make commitments which will bind the other party beyond the covenants contained herein.

9.2. Non-Waiver. No waiver by the Director of any one or more defaults by the Grantee in the



performance of any provision of this Agreement shall operate or be construed as a waiver of any future default or defaults of whatever character.

9.3. Integration and Modification. This Agreement constitutes the entire Agreement between the Grantee and the Director. No alteration, amendment or modification of the provisions of this Agreement shall be effective unless reduced to writing, signed by both the parties and attached hereto. The Department and the Grantee shall confer within six months after each reissuance of the Grantee's VPDES permit for the purpose of determining whether this Agreement should be modified or terminated. This Agreement may be modified by agreement of the parties for any purpose, provided that any significant modification to this Agreement must be preceded by public notice of such modification.

9.4. Collateral Agreements. Where there exists any inconsistency between this Agreement and other provisions of collateral contractual agreements which are made a part of this Agreement by reference, the provisions of this Agreement shall control.

9.5. Non-Discrimination. In the performance of this Agreement, the Grantee warrants that it will not discriminate against any employee, or other person, on account of race, color, sex, religious creed, ancestry, age, national origin or other non-job related factors. The Grantee agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

9.6. Conflict of Interest. The Grantee warrants that it has fully complied with the Virginia Conflict of Interest Act as it may apply to this Agreement.

9.7. Applicable Laws. This Agreement shall be governed in all respects whether as to validity, construction, capacity, performance or otherwise, by the laws of the Commonwealth of Virginia. The Grantee further agrees to comply with all laws and regulations applicable to the Grantee's performance of its obligations pursuant to this Agreement.

9.8. Records Availability. The Grantee agrees to maintain complete and accurate books and records of the Project Costs, and further, to retain all books, records, and other documents relative to this Agreement for three (3) years after final payment. The Department, its authorized agents, and/or State auditors will have full access to and the right to examine any of said materials during said period. Additionally, the Department and/or its representatives will have the right to access work sites during normal business hours, after reasonable notice to the Grantee, for the purpose of ensuring that the provisions of this Agreement are properly carried out.

9.9. Severability. Each paragraph and provision of this Agreement is severable from the entire Agreement; and if any provision is declared invalid, the remaining provisions shall nevertheless remain in effect.

9.10. Eligible Project to be Technically Sound. The Grantee agrees that all projects will be undertaken and completed in a manner this is technically sounds, meaning that it must meet design and construction methods and materials that are approved, codified, recognized, fall under standard or acceptable levels of practice, or otherwise are determined to be generally acceptable by the design and construction industry.

9.11 Notices. All notices given hereunder shall be in writing and shall be sent by United States certified mail, return receipt requested, postage prepaid, and shall be deemed to have been received at the earliest of: (a) the date of actual receipt of such notice by the addressee, (b) the date of the actual delivery of the notice to the address of the addressee set forth below, or (c) five (5) days after the sender



deposits it in the mail properly addressed. All notices required or permitted to be served upon either party hereunder shall be directed to:

Department: Virginia Department of Environmental Quality  
CWFAP  
P.O. Box 1105  
Richmond, VA 23218  
Attn: WQIF Program Manager

Grantee: Hampton Roads Sanitation District  
1434 Air Rail Avenue  
Virginia Beach, VA 23455  
Attn: Jay Bernas, P.E.

9.11. Successors and Assigns Bound. This Agreement shall extend to and be binding upon the parties hereto, and their respective legal representatives, successors and assigns.

9.12. Exhibits. All exhibits to this Agreement are incorporated herein by reference.

9.13. Termination. This Agreement shall terminate 20 years after the Agreement is executed by both parties or by an earlier date by agreement of the parties; provided, however, that except for termination for cause due to Material Breach, the Director's obligation under Section 4.1 herein to pay the Grant amount shall survive termination if such amount has not been paid in full as of the termination date.

#### **ARTICLE X** **COUNTERPARTS**

10. This Agreement may be executed in any number of Counterparts, each of which shall be an original and all of which together shall constitute but one and the same instrument.

#### **ARTICLE XI** **NUTRIENT CREDITS TO BE MADE AVAILABLE FOR EXCHANGE**

11. To aid in implementing the Nutrient Credit Exchange Program, the Grantee shall make all Point Source Nitrogen and Phosphorus Credits generated in a calendar year available for nutrient allocation compliance. "Point Source Nitrogen Credit" and "Point Source Phosphorus Credit" shall have the meaning as defined in Virginia Code §62.1-44.19:13. The amount of Credits and facilities authorized to generate Credits shall be governed by the Watershed General Permit Regulation for Total Nitrogen and Total Phosphorus Discharges and Nutrient Trading (9 VAC 25-820). The Department shall control Credits not otherwise used by the Grantee for waste load allocations or compliance purposes and will make such Credits reasonably available to other dischargers for nutrient allocation compliance through the Water Quality Improvement Fund. For purposes of this Agreement, "used by the Grantee" shall include any use whereby the Credits are applied to any compliance obligation of the Grantee, included within an individual compliance plan or basin-level compliance plan of the Virginia Nutrient Credit Exchange Association, or traded to and used by the owner or operator of another facility for nutrient allocation compliance.

*tsa*

WITNESS the following signatures, all duly authorized.

DIRECTOR OF THE DEPARTMENT OF ENVIRONMENTAL QUALITY

By:   
Michael S. Rolband, PE, PWD, PWS Emeritus, Director

Date: 2/23/26

GRANTEE'S AUTHORIZED REPRESENTATIVE

By:   
Jay A. Bernas, PE, HRSD General Manager

Date: 2/24/2026

**EXHIBIT A**  
**PROJECT DESCRIPTION**

---

Grantee: Hampton Roads Sanitation District  
Grant: #440-S-23-06

The James River Treatment Plant Advanced Nutrient Reduction Improvements (JR013400) project is for the design and construction of improvements to the secondary treatment process at the James River Sewage Treatment Plant. The scope includes modifications to the Integrated Fixed Film Activated Sludge (IFAS) system, increased IFAS media fill, demolition of existing secondary clarifiers, new secondary clarifiers, new post denitrification moving bed bioreactor (MBBR), chemical storage and feed systems, and all pumping, piping, instrumentation, and site work required.

The James River Sustainable Water Initiative for Tomorrow (SWIFT) Facility (GN016360) project is for the design and construction of advanced water treatment facilities needed to produce SWIFT water at the James River Sewage Treatment Plant. The scope includes advanced water treatment facilities, conveyance of SWIFT water to recharge wells, and modifications to the non-potable water system.

The James River Recharge Well (On Site and Off Site) (GN016361 and GN016362) projects are for the construction of Managed Aquifer Recharge (MAR) wells and monitoring wells and services for the development, logging, testing, and conditioning of wells associated with SWIFT at the James River Sewage Treatment Plant.

**NOTE: Any alterations to the original Scope of Work may affect the grant award amount. All alterations must be submitted to the WQIF Program Manager for review and pre-approval before execution.**

*JMSR*

**EXHIBIT B**  
**TOTAL PROJECT BUDGET**

Grantee: Hampton Roads Sanitation District  
Grant: #440-S-23-06

The following budget reflects the "as-bid" costs associated with eligible project components.

EXHIBIT B						
Grant Recipient:		Hampton Roads Sanitation District--James River WWTP Upgrade Project -ANRI/SWIFT				
WQIF Project Number:		440-S-23-06				
PROJECT BUDGET						
Unit Process or Project Component	ANRI	SWIFT	MAR Well Drilling	Total Project Budget	Eligible Project Cost	Eligible Grant Amount (75% Cost Share)
Specific Process Construction	\$ 95,060,066	\$ 177,114,067	\$ 57,447,600	\$ 329,621,733	\$ 235,684,975	\$ 176,763,731
General Construction	\$ 77,628,390	\$ 28,174,856	\$ -	\$ 105,803,246	\$ 74,448,254	\$ 55,836,193
Engineering/Design	\$ 77,262,240	\$ 83,190,951	\$ 6,637,102	\$ 167,090,293	\$ 116,211,381	\$ 87,158,536
Contingency (5%)	\$ 11,342,270	\$ 12,954,678	\$ 2,872,380	\$ 27,169,328	\$ 15,501,129	\$ 11,625,847
<b>TOTALS</b>	<b>\$ 261,292,966</b>	<b>\$ 301,434,552</b>	<b>\$ 66,957,082</b>	<b>\$ 629,684,600</b>	<b>\$ 441,845,739</b>	<b>\$ 331,384,307</b>

*msc*

**EXHIBIT C  
PROJECT SCHEDULE**

---

Grantee: Hampton Roads Sanitation District  
Grant#: 440-S-23-06

The Grantee has proposed the following schedule of key activities/milestones as a planning tool which may be subject to change. In particular, the Grantee acknowledges that the appropriate approval (Certificate to Construct) must be issued by the Department prior to proceeding with construction. Unless authorized by a grant modification, it is the responsibility of the Grantee to adhere to the anticipated schedule for the project as follows:

<b>Activity</b>	<b>Date/Duration</b>
PER Submittal	07/07/2021
Final Plans Specifications Approval	09/16/2022
Certificate to Construct	05/23/2022
Advertise for Bids	02/09/2020
Award Contract	01/26/2021
Begin Construction	05/24/2022
Complete Construction	4/27/2027
Certificate to Operate	TBD

Note: Any alterations to the Project Schedule must be communicated to the Department of Environmental Quality in advance. Reference Article VIII – Material Breach - 8.2 – Monetary Assessments for Breach for further clarification.

*JMS*

**EXHIBIT D**  
**REQUISITION FOR REIMBURSEMENT**

---

(To be on Grantee's Letterhead)

Department of Environmental Quality  
Clean Water Financing and Assistance Program  
P.O. Box 1105  
Richmond, VA 23218  
Attn.: WQIF Program Manager

RE: **Virginia Water Quality Improvement Fund Grant**  
**WQIF Contract #440-S-23-06**

Dear Program Manager:

This requisition, Number \_\_\_\_\_, is submitted in connection with the referenced Grant Agreement between the Director of the Virginia Department of Environmental Quality and [insert name of the Grantee]. The effective date of the grant agreement is [insert date of grant agreement].

Unless otherwise defined in this requisition, all capitalized terms used herein shall have the meaning set forth in Article I of the Grant Agreement. The undersigned Authorized Representative of the Grantee hereby requests disbursement of grant proceeds under the Grant Agreement in the amount of \$ \_\_\_\_\_ for the purposes of payment of the Eligible Project Costs as set forth on Schedule I attached hereto.

Copies of invoices relating to the items for which payment is requested are attached.

The undersigned certifies that the amounts requested by this requisition will be applied solely and exclusively to the reimbursement of the Grantee for the payment of Eligible Project Costs.

This requisition includes (if applicable) an accompanying Certificate of the Project Engineer as to the performance of the work.

Sincerely,

\_\_\_\_\_  
(Authorized Representative of the Grantee)

\_\_\_\_\_  
Date

Attachments



**EXHIBIT D**  
**REQUISITION FOR REIMBURSEMENT**  
**(Continued)**

SCHEDULE 1  
VIRGINIA WATER QUALITY IMPROVEMENT FUND (WQIF)  
FORM TO ACCOMPANY REQUEST FOR REIMBURSEMENT

REQUISITION NO.: \_\_\_\_\_  
 REQUISITION DATE: \_\_\_\_\_  
 GRANT RECIPIENT: Hampton Roads Sanitation District  
 GRANT NUMBER: #440-S-23-06

CERTIFYING SIGNATURE: \_\_\_\_\_  
 JOB TITLE: \_\_\_\_\_  
 DATE: \_\_\_\_\_

Unit Process or Project Component	Total Project Budget	Eligible Project Cost	Eligible Grant Amount (75% Cost Share)	Total Expenditures This Period	Previous Grant Disbursements	Grant Disbursement This Period	Grant Balance
Specific Process Construction	\$ 329,621,733	\$ 235,684,975	\$ 176,763,731	\$ -	\$ -	\$ -	\$ 176,763,731
General Construction	\$ 105,803,246	\$ 74,448,254	\$ 55,836,193	\$ -	\$ -	\$ -	\$ 55,836,193
Engineering/Design	\$ 167,090,293	\$ 116,211,381	\$ 87,158,536	\$ -	\$ -	\$ -	\$ 87,158,536
Contingency (5%)	\$ 27,169,328	\$ 15,501,129	\$ 11,625,847	\$ -	\$ -	\$ -	\$ 11,625,847
<b>TOTALS</b>	<b>\$ 629,684,600</b>	<b>\$ 441,845,739</b>	<b>\$ 331,384,307</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 331,384,307</b>

Total Grant Amount:	\$ 331,384,307
Previous Reimbursements:	\$ -
Current Amount Requested:	\$ -
Grant Amount Remaining:	\$ 331,384,307
Grant Percentage:	75%

*tsm*

**EXHIBIT D**  
**REQUISITION FOR REIMBURSEMENT**  
**(Continued)**

---

**CERTIFICATE OF THE PROJECT ENGINEER**  
**FORM TO ACCOMPANY REQUEST FOR REIMBURSEMENT**

Grantee: Hampton Roads Sanitation District

Grant#: 440-S-23-06

This Certificate is submitted in connection with Requisition Number \_\_\_\_\_, dated \_\_\_\_\_, 20\_\_, submitted by the Hampton Roads Sanitation District (the "Grantee") to the Virginia Department of Environmental Quality. Capitalized terms used herein shall have the same meanings set forth in Article I of the Grant Agreement referred to in the Requisition.

The undersigned Project Engineer for \_\_\_\_\_ hereby certifies that insofar as the amounts covered by this Requisition include payments for labor or to contractors, builders or material men, such work was actually performed or such materials, supplies, or equipment were actually furnished to or installed in the Project.

\_\_\_\_\_  
(Project Engineer)

\_\_\_\_\_  
(Date)

*Handwritten signature in blue ink*

**EXHIBIT E**  
**REPORTING OF ANALYTICAL RESULTS AND LOADS**

Grantee: Hampton Roads Sanitation District

Grant#: 440-S-23-06

Year: \_\_\_\_\_

Sample Location: \_\_\_\_\_

MONTH	PARAMETER	EFFLUENT CONCENTRATION (mg/L)	EFFLUENT DISCHARGE (MGD)	TREATED FLOW (MGD)	DISCHARGED LOAD (lbs)	CONCENTRATION EQUIVALENT BASED ON EDL (mg/L)	EDL (lbs)
January	Total Nitrogen						
	Total Phosphorus						
February	Total Nitrogen						
	Total Phosphorus						
March	Total Nitrogen						
	Total Phosphorus						
April	Total Nitrogen						
	Total Phosphorus						
May	Total Nitrogen						
	Total Phosphorus						
June	Total Nitrogen						
	Total Phosphorus						
July	Total Nitrogen						
	Total Phosphorus						
August	Total Nitrogen						
	Total Phosphorus						
September	Total Nitrogen						
	Total Phosphorus						
October	Total Nitrogen						
	Total Phosphorus						
November	Total Nitrogen						
	Total Phosphorus						
December	Total Nitrogen						
	Total Phosphorus						
Annual Average/ Load	Total Nitrogen						
	Total Phosphorus						

The concentration equivalent is calculated based on discharged load and treated flow consistent with the annual equivalent discharged load (EDL) requirements for total nitrogen and total phosphorus.

**EDL - Equivalent Discharged Load**

**EXHIBIT F**  
**REPORTING OF INFLUENT FLOW/ INJECTION RATE**

---

Grantee: Hampton Roads Sanitation District

Grant: #440-S-23-06

Year: \_\_\_\_\_

MONTH	PARAMETER	VALUE	FREQUENCY OF ANALYSIS
January	Influent Flow		
	Injection Rate		
	Total Utilization		
February	Influent Flow		
	Injection Rate		
	Total Utilization		
March	Influent Flow		
	Injection Rate		
	Total Utilization		
April	Influent Flow		
	Injection Rate		
	Total Utilization		
May	Influent Flow		
	Injection Rate		
	Total Utilization		
June	Influent Flow		
	Injection Rate		
	Total Utilization		
July	Influent Flow		
	Injection Rate		
	Total Utilization		
August	Influent Flow		
	Injection Rate		
	Total Utilization		
September	Influent Flow		
	Injection Rate		
	Total Utilization		
October	Influent Flow		
	Injection Rate		
	Total Utilization		
November	Influent Flow		
	Injection Rate		
	Total Utilization		
December	Influent Flow		
	Injection Rate		
	Total Utilization		
<b>Annual Average</b>	<b>Influent Flow</b>		
	<b>Injection Rate</b>		
	<b>Total Utilization</b>		

**Guide to complete Injection and Flow Rates:**

Influent Flow = Million Gallons Per Day (MGD)

Injection Rate = Million Gallons Per Day (MGD)

Total Utilization = Percentage (%)

Value = Monthly Average

Note: 16 MGD can be used to calculate the Total Utilization % when the influent flow for the month exceeds 16 MGD.

*Thorn*

**EXHIBIT G**  
**FORMULA FOR CALCULATING MONETARY ASSESSMENT**  
**FOR EXCEEDANCE OF**  
**NITROGEN CONCENTRATION EQUIVALENT**

---

Grantee: Hampton Roads Sanitation District

Grant#: 440-S-23-06

**Section 2: Nitrogen Exceedances**

$$CN = AnPay \times PerGrant$$

where:

CN = Assessment for Nitrogen Exceedance.

=

AnPay = Annual Payment on grant; assumes principal payments amortized over 20 years and an interest rate of 5 percent. Using these assumed values leads to a "cost recovery factor" of 0.0802. The "cost recovery factor" times the grant amount yields the Annual Payment amount.

PerGrant = Percentage of grant received by year of exceedance.

**Values used for Grant #440-S-23-06:**

Pre-Nutrient Removal TN Concentration	= 35.0 mg/L
Effluent TN Concentration Equivalent Limitation	= 4.0 mg/L
Total Grant Amount for TN Removal	= \$115,915,204
Useful Service Life	= 20 years
Interest Rate	= 5 percent

**Calculated**

Expected Removal (TNr)	= 31.0 mg/L
AnPay	= \$9,296,399



**EXHIBIT H**  
**FORMULA FOR CALCULATING MONETARY ASSESSMENT**  
**FOR EXCEEDANCE OF**  
**PHOSPHORUS CONCENTRATION EQUIVALENT**

---

Grantee: Hampton Roads Sanitation District  
Grant#: 440-S-23-06

**Section 2: Phosphorus Exceedances**

$$CP = AnPay \times PerGrant$$

where:

CP = Assessment for Phosphorus Exceedance.  
AnPay = Annual Payment on grant; assumes principal payments amortized over 20 years and an interest rate of 5 percent. Using these assumed values leads to a "cost recovery factor" of 0.0802. The "cost recovery factor" times the grant amount yields the Annual Payment amount.  
PerGrant = Percentage of grant received by year of exceedance.

**Values used for Grant #440-S-23-06:**

Pre-Nutrient Removal TP Concentration	= 5.5 mg/L
Effluent TP Concentration Equivalent Limitation	= 0.3 mg/L
Total Grant Amount for TP Removal	= \$11,360,386
Useful Service Life	= 20 years
Interest Rate	= 5 percent

**Calculated (assumes grant paid 100%):**

Expected Removal (TPr)	= 5.2 mg/L
AnPay	= \$911,103

*tmn*

**EXHIBIT I**  
**FORMULA FOR CALCULATING MONETARY ASSESSMENT**  
**FOR UNDERUTILIZATION OF FACILITIES**

---

Grantee: Hampton Roads Sanitation District  
Grant#: 440-S-23-06

**Section 2: SWIFT Under Utilization Penalty**

$$CSwift = UU \% \times AnPay \times PerGrant$$

where:

CSwift = Assessment for SWIFT Under Utilization  
UU = % of under utilization per year (per %); calculated as 1%/65%  
AnPay = Annual payment on grant; assumes principal payments amortized over 20 years and an interest rate of 5 percent. Using these assumed values leads to a "cost recovery factor" of 0.0802. The "cost recovery factor" times the grant amount yields the Annual Payment amount.  
PerGrant = Percentage of grant received by year of exceedance.

**Values used for Grant 440-S-23-06**

SWIFT Utilization Requirement = 65% injection  
Total Grant Amount for SWIFT = \$204,108,717  
Useful Service Life = 20 years  
Interest Rate = 5 percent

**Calculated (Assumes Grant Paid 100%):**

Expected Injection Rate = 65%  
AnPay = \$16,369,519  
CSwift = \$251,839 for each % under utilization



**EXHIBIT J**  
**OCCURRENCE OF EXTRAORDINARY CONDITIONS FORM**

---

Grantee: Hampton Roads Sanitation District  
Grant#: 440-S-23-06

Data Excluded Due to the Occurrence of Extraordinary Conditions:

Operator Responsible for Samples: \_\_\_\_\_

Date(s): \_\_\_\_\_

Telephone: \_\_\_\_\_

Certificate Number: \_\_\_\_\_

Explanation:

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List of Attachments (if applicable):

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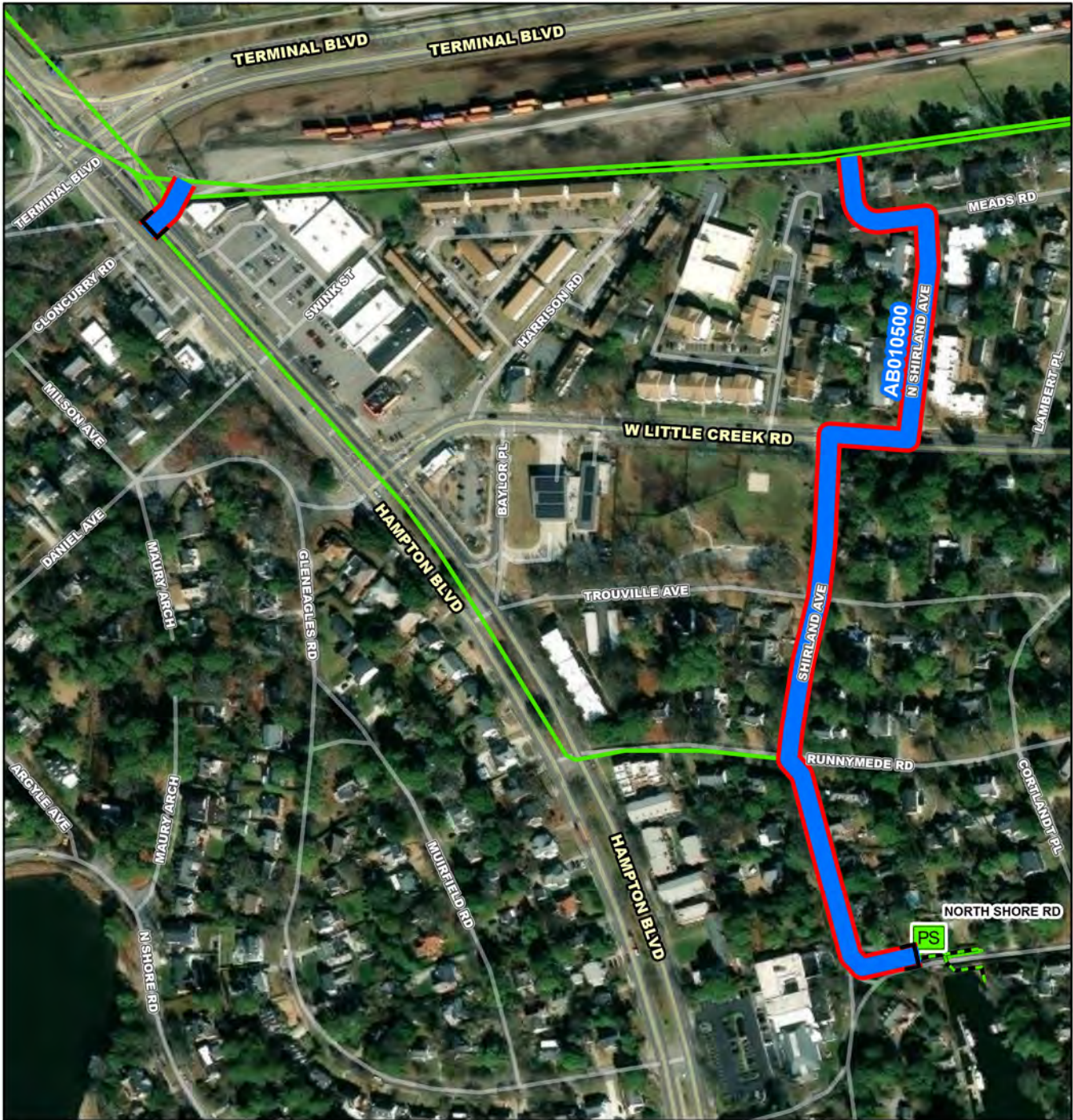
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Please submit form to your assigned Project Manager and copy the CWFAP Mailbox at [CWFAP@deq.virginia.gov](mailto:CWFAP@deq.virginia.gov)

*tsm*

8. **Section W Force Main Replacement  
Additional Appropriation – Non-Regulatory ( $\geq$ \$1,000,000), Contract Award  
( $>$ \$200,000), Task Order ( $>$ \$200,000)**



**AB010500**

- Project Interceptor Line
- Project Interceptor Point
- Project Location Point
- Project Area

**Legend**

- CIP Interceptor Point
- CIP Pump Station Point
- CIP Interceptor Line
- CIP Abandonment
- CIP Project Area
- HRSD Interceptor Force Main
- HRSD Interceptor Gravity Main
- HRSD Treatment Plant
- HRSD Pressure Reducing Station
- HRSD Pump Station

0 110 220 440 660 880 Feet

## AB010500

### Section W Force Main Replacement

N  
W E  
S

CIP Location

12. **Informational Items**

- a. Management Reports
  - (1) [General Manager](#)
  - (2) [Communications](#)
  - (3) [Engineering](#)
  - (4) [Finance](#)
  - (5) [Information Technology](#)
  - (6) [Operations](#)
  - (7) [Talent Management](#)
  - (8) [Water Quality](#)
  - (9) [Report of Internal Audit Activities](#)
- b. [Strategic Metrics Summary](#)

February 17, 2026

Re: General Manager's Report



## Environmental Responsibility

With the extremely cold weather, many plants experienced frozen lines which resulted in many repairs in the last month. In addition, our internal hauling team supported West Point to maintain operation and avoid using an external contractor as their dewatering trailer could not operate with the freezing temperatures.

At the King William Treatment Plant, they were able to eliminate the use of alum by tweaking the process to allow for biological phosphorus removal and stay below the Total Phosphorus limit.

**Treatment Compliance and System Operations:** There were multiple events this month and additional details are available in the Air and Effluent Summary in the Water Quality (WQ) monthly report.

- For Fiscal Year (FY) 2026 to date, there have been six Permit Exceedances out of 32,588 Total Possible Exceedances.
- Pounds of Pollutants Removed in FY 2026 to date: 100.1 million pounds.

**Water Quality:** No pretreatment penalties were issued in January.



## Financial Stewardship

The water consumption trend has started an uptick. We have to take this data over the last several months with some skepticism as a number of localities are experiencing delayed meter readings with many being estimated reads due to issues with their meter reading contractor. Revenues continue to exceed expenses as costs are being effectively managed.

Digital engagement continues to be strong with 6,419 payments driven from 11,966 payment reminders. Post-call surveys remain strong with an 86 percent favorable experience rating.



## Talent

Our Talent Acquisition group launched 12 new campaigns and offered 10 jobs. HRSD remains at 93% staffed and our turnover rate is 2.6% excluding retirements year-to-date, which is lower than the last two years.

Awardco, our recognition and peer rewards app based program, is off to a great start. 42% of staff have logged in to the app with 221 peer-to-peer recognitions submitted.

Staff held our annual retreat with Chiefs and Directors, and a separate Chiefs' only retreat. Several initiatives were discussed that align with our Strategic Plan and will be included in the FY2027 budget.



## Community Engagement

Dr. Charles Bott and I presented on a national webinar sponsored by Current called [Third Coast Water Seminar Series: HRSD: Growing a Regional Innovation Ecosystem](#). Current is a Great Lakes-focused nonprofit organization that convenes stakeholders to secure funding and execute water innovation projects, aiming to establish the region as a global leader in freshwater protection and blue economy development.

Industry Day was held on January 29 and was a huge success with record attendance, see below. Ferguson reps were so impressed that we have a meeting scheduled to chat with their ventures arm about a potential collaboration. I understand some other great partnerships are in the works, which is one of the key purposes for this event and should result in more economic development opportunities.

### Event statistics - 2026

TOTAL:  
 **508**  
REGISTERED

ON-SITE  
REGISTRATION:  
**10** INDIVIDUALS  


**Returning**  
**225** ATTENDEES

TOTAL ATTENDED:  
**390** (77%)  


**168** FIRMS  
REPRESENTED  


FIRST-TIME ATTENDEES:  
**165**  
INDIVIDUALS  


I presented HRSD's SWIFT program and Innovation Ecosystem to Virginia Beach Vision. This group is focused on advancing initiatives necessary to the City of Virginia Beach and the Hampton Roads region's future development, prosperity, and quality of life.

Our Chief Information Security Officer (CISO) continues to work closely with WaterISAC and other entities across the country and region to bolster our cyber security.



## Innovation

HRSD x K-Water (S. Korean's National Water Agency) x Wintec Glovis signed a three-way Memorandum of Understanding (MOU) on January 6 for piloting their superheated steam technology to regenerate Granular Activated Carbon (GAC). The event was attended by Commissioners and a number of regional leaders.

Dr. Charles Bott was highlighted in Global Water Intelligence CTO Outlook. This is the Wall Street Journal for the water sector. [HRSD sets the pace for utilities in new technologies.](#)  
[The utility serving southeast Virginia puts itself at the heart of water technology innovation. CTO Charles Bott shares the myriad solutions it is working on.](#)

Our licensed drone pilot staff is piloting asset inspections with drones, which is more efficient and safer. Our staff recently inspected an aerial crossing across Wythe Creek.

**I look forward to seeing you at 9:00 a.m. on Tuesday, February 24, 2026.**

Respectfully submitted,

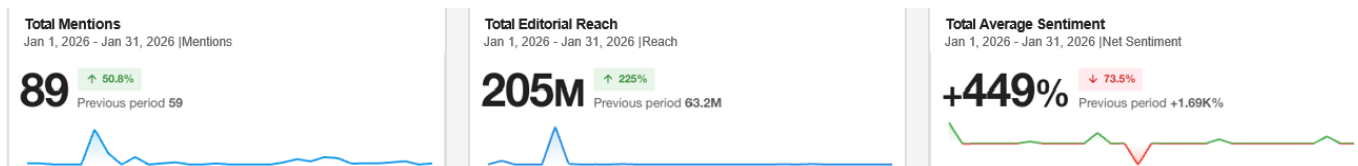
*Jay Bernas*

Jay Bernas, P.E.  
General Manager/CEO

TO: General Manager  
FROM: Chief Communications Officer  
SUBJECT: Monthly Report for January 2026  
DATE: February 11, 2026

A. Publicity and Promotion

1. HRSD and the Sustainable Water Initiative For Tomorrow (SWIFT) were mentioned or featured in 34 stories this month. Topics included:
  - a. HRSD's MOU signing with K-Water and Wintec Glovis (27 stories)
  - b. How AI is helping water utilities prepare for the future
  - c. Growing a regional Innovation Ecosystem
  - d. Column in Daily Press about Hampton Roads becoming the world's coastal resilience capital
  - e. Replenishing depleted groundwater may include small earthquakes
2. Analysis of Media Coverage
  - a. Key results for January



- b. Top performing news content

**Top Articles by Estimated Views**  
Jan 1, 2026 - Jan 31, 2026 | Sort by views

- Accomack Board to hire Berkley Group to update Comprehensive Plan
- 水公, '활성탄 재생기술'美 버지니아 현지에서 실증 추진
- 수자원공사, 美 韓 公 共 企 業 과 성탄 재생기술 성능평가 MOU
- 수자원공사, 국내 활성탄 재생기술 미국 현지 실증평가 협약
- Modeling fluid pressure propagation into basement rock during managed aquifer recharge in the Virginia Coastal Plain Aquifer, USA
- K-water to Demonstrate Activated Carbon Regeneration Technology in Virginia, USA

**Top Articles by Social Echo**  
Jan 1, 2026 - Jan 31, 2026 | Social echo

- How AI is helping water utilities prepare for what's next
- Modeling fluid pressure propagation into basement rock during managed aquifer recharge in the Virginia Coastal Plain Aquifer, USA
- Posting\_id: 134152385, Solicitation No. 407986: James River Treatment Plant Digester and Thickening Building Heating Systems Replacements (J...
- Hampton Roads Sanitation District Issues Solicitation Notice for Cast Iron Volute Pump Replacement
- Hampton Roads Sanitation District (Virginia) Issues Solicitation Notice for Aluminum Gantry Crane
- Hampton Roads Sanitation District (Virginia) Issues Solicitation Notice for Boat Harbor Treatment Plant Decommission and Demolition

**Top Social Posts by Views**  
Jan 1, 2026 - Jan 31, 2026 | Sort by views

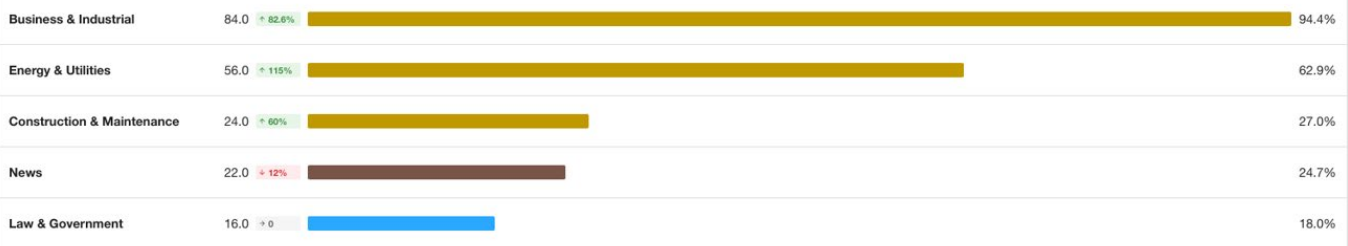
- , but not every water utility is prepared. This is where utilities like @HRSDVA and @AcueductosPR are changing the game. Read more in our
- 4th graders at Kilgore Gifted Center learned how H... Show more
- Growing a Regional Innovation Ecosystem: Jay Bernas & Dr. Charles Bott | Third Coast Water Seminars
- Impacts sewer in VA (requested by Kaine, Warner) - Hampton Roads Sanitation District for Onancock Pump Station Project - \$750,000 - Impacts
- Looking for engaging classroom materials on the wa... Show more
- @HRSDVA Why has the billing increased for customers to unruly levels, and water usage has stayed the same or even dropped? This is a huge

**Top Social Posts by Engagement**  
Jan 1, 2026 - Jan 31, 2026 | Sort by engagement

- Impacts sewer in VA (requested by Kaine, Warner) - Hampton Roads Sanitation District for Onancock Pump Station Project - \$750,000 - Impacts
- , but not every water utility is prepared. This is where utilities like @HRSDVA and @AcueductosPR are changing the game. Read more in our
- 4th graders at Kilgore Gifted Center learned how H... Show more
- After you flush, HRSD protects the environment by cleaning our community's wastewater—but sustainability starts even earlier! 🌱💧 The
- Looking for engaging classroom materials on the wa... Show more
- Growing a Regional Innovation Ecosystem: Jay Bernas & Dr. Charles Bott | Third Coast Water Seminars

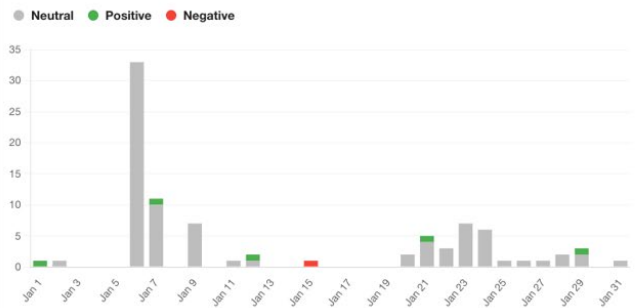
**c. Key Topics**

**Key Topics**  
Jan 1, 2026 - Jan 31, 2026 | Mentions

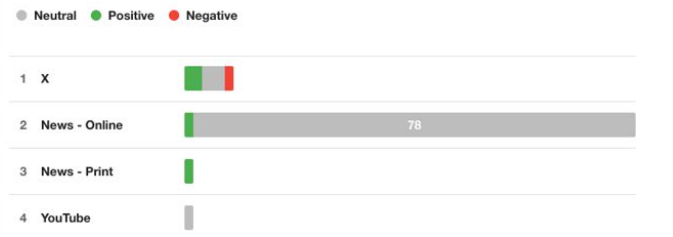


**d. How favorable is the content?**

**Total Sentiment Trend**  
Jan 1, 2026 - Jan 31, 2026 | Mentions

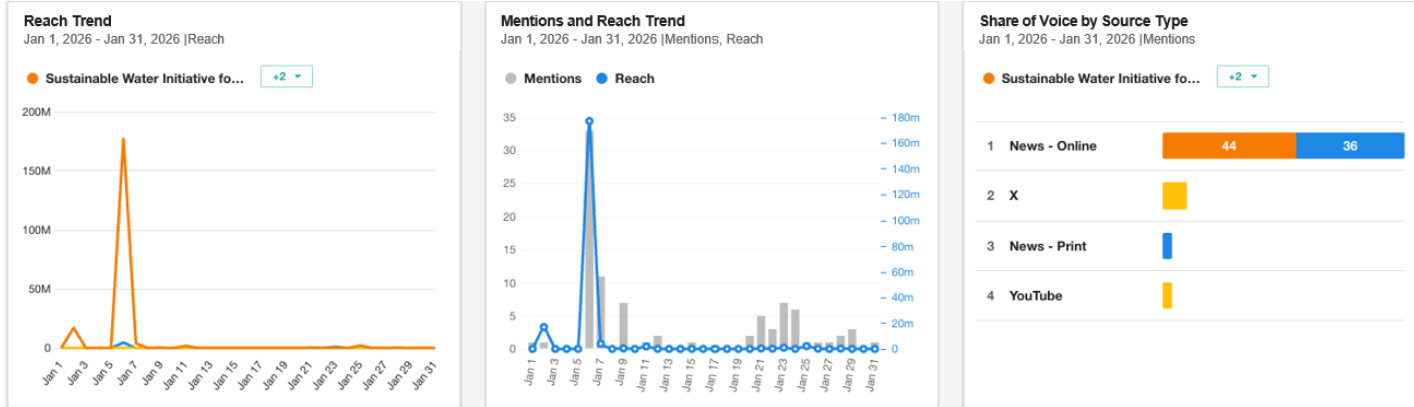


**Sentiment by Source Type**  
Jan 1, 2026 - Jan 31, 2026 | Mentions



(Negative sentiment relates to X post re: bill increase despite water usage staying the same)

e. What is the potential reach?



f. Top publishers

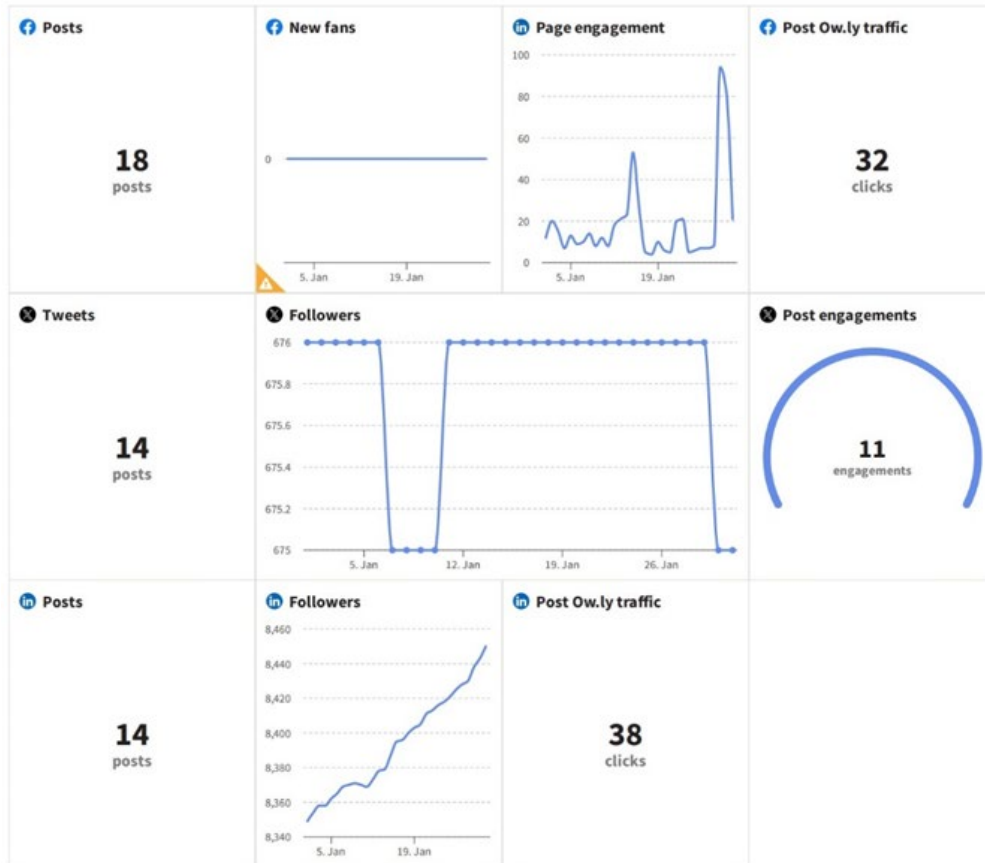
Top Publications by Mentions		Top Publications by Social Echo	
Sources	Mentions	Sources	Mentions
1 <b>F</b> fednews.com/	17	1 <b>S</b> smartwatermagazine.com/	1
2 <b>E</b> eprocure.gov.in/	14	2 <b>L</b> link.springer.com/	1
3 <b>N</b> naver.com/	3	3 <b>BR</b> barks.com/for-readers/about-electrical-apparatus-magazine/	1
4 <b>news.korea.com/</b>	2	4 <b>D</b> dongchedi.com/	1
5 <b>GE</b> g-news.com/	2	5 <b>A</b> amenews.kr/news/	1



# Community Engagement

## B. Social Media and Online Engagement

### 1. Metrics – Facebook, X and LinkedIn

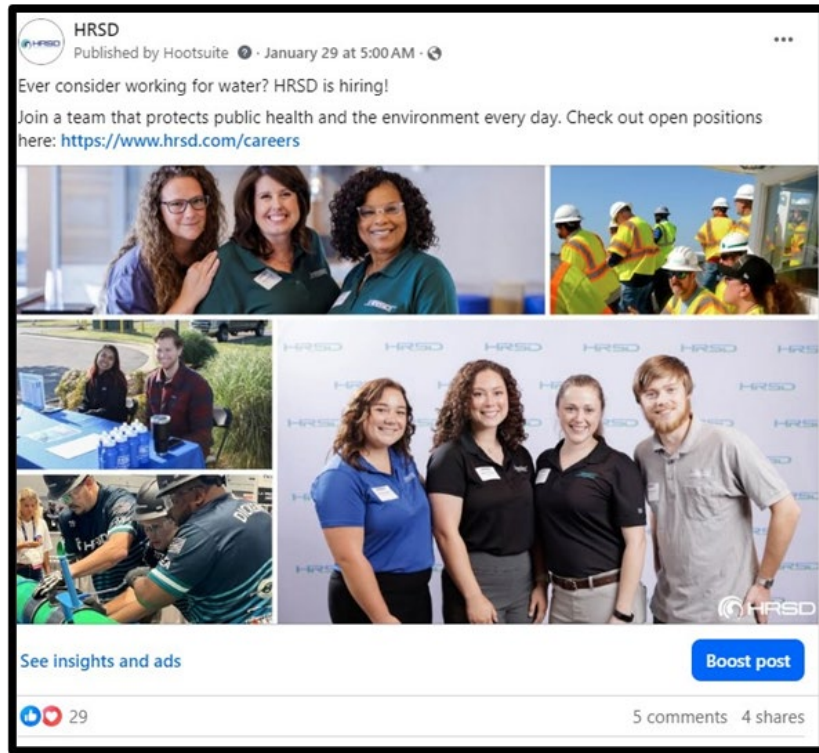


### 2. YouTube

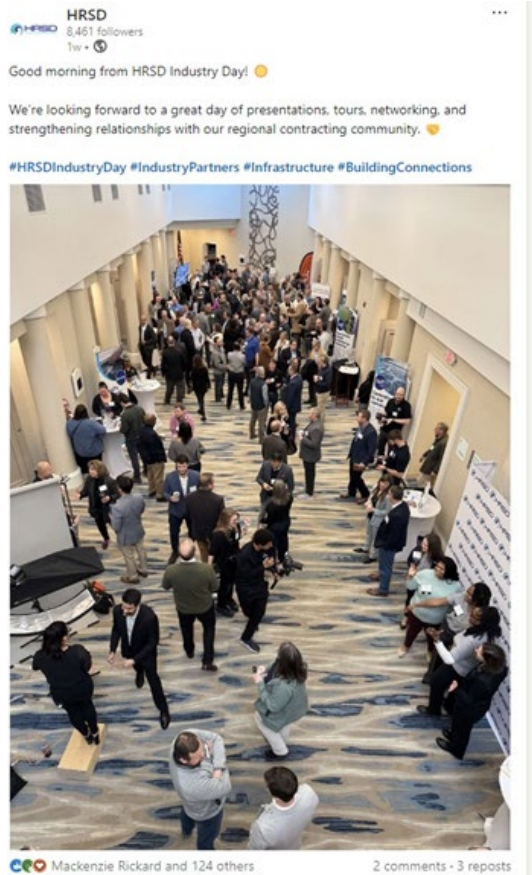


### 3. Top posts on Facebook, Twitter, and YouTube

#### a. Top Facebook post



#### b. Top LinkedIn Post



c. Top X Post



d. Top YouTube Videos (based on views in the month)

- (1) [SWIFT Industry Day 2025](#)
- (2) [The Wastewater Treatment Process](#)
- (3) [SWIFT Research Center: What is the Potomac Aquifer](#)
- (4) [My Account Portal](#)
- (5) [Atlantic Treatment Plant Cambi Tour](#)

4. Website and Social Media Impressions and Visits

a. Facebook:

- (1) 8,553 users
- (2) Facebook Engagement of 189 (166 reactions, 17 shares, and 6 comments)

- b. X: 2.35% engagement rate
- c. HRSD.com/SWIFTVA.com: 994 page visits
- d. LinkedIn Impressions:
  - (1) 20,050 page impressions
  - (2) 17,723 post impressions
- e. YouTube: 360 views
- f. NextDoor unique impressions: 5,760 post impressions from nine targeted neighborhood postings and one regionwide posting.
- g. Blog Posts: (0)
- h. Construction Project Page Visits – 1,593 total

C. Education and Outreach Activity Highlights

1. 1/6/26 – MOU signing ceremony at the SWIFT Research Center with K-Water and Wintec Glovis
2. 1/6/26 HRSD Presentation and Amazing Aquifers Activity | Kilgore Gifted Center 4th Grade
3. 1/13/26 SWIFT RC Tour and Activity | Peninsula Community Homeschool Co-Op
4. 1/14/26 HRSD Education and Outreach Presentation | Portsmouth Public Schools
5. 1/20/26 SWIFT RC Tour | Cape Henry Collegiate School
6. 1/20/26 HRSD Presentation (with Jill Morrison) | Lake Shores Civic
7. 1/22/26 SWIFT RC Tour | Cape Henry Collegiate School
8. 1/22/26 SWIFT RC Tour | Elizabeth River Project
9. 1/26/26 HRSD Tabling | Saint Gregory Community Day Career Fair
10. 1/28/26 HRSD Tabling | STEAM Day at Greenbrier Primary
11. 1/29/26 HRSD Industry Day 2026 with tabling and SWIFT Water® samples at SWIFT Bar
12. 1/29/26 SWIFT RC Tour (assisted Engineering) | HRSD Industry Day Attendees

13. 2,060 door hangers and/or mailed letters distributed to residents in communities surrounding three ongoing projects

14. Newsroom postings:

- a. Construction notices – 4
- b. News releases – 1
- c. Traffic Advisories - 0

D. Internal Communications

CCO participated in the following internal meetings and events:

1. Preparation and setup for MOU signing ceremony event at SWIFT RC
2. Leadership retreats (joint leadership and executive leadership)
3. HRSD.com weekly redesign meetings
4. HRSD/SWIFT Industry Day 2026 planning meetings
5. SWIFT monthly communications status call
6. Engineering Week planning meetings
7. Bi-weekly General Manager (GM) briefings
8. Fiscal Year 2027 draft budget review meetings with GM, Deputy General Manager
9. Discharge Monitoring Report (DMR), SWIFT Quality Steering Team (QST), and HRSD QST meetings
10. Check-in meetings with Deputy General Manager (DGM)
11. Monthly check in meeting with Chief Operating Officer
12. CCO conducted biweekly Communications department status meetings and weekly one-on-one check-in meetings.
13. Staff participated in 29 project progress and/or construction meetings in addition to communication planning meetings with various project managers, plant staff, internal and external stakeholders.



## Talent

Professional development activities and pursuits for January:

- South Shore Public Information Specialist completed 11.5 hours of FEMA Independent Study toward PIO certifications
- CCO completed Canva design certificate 3-part workshop
- CCO completed the course, “AI in Practice: Real-World Use Cases for Modern PR”

Respectfully,

*Leila Rice, APR*

Chief Communications Officer

TO: General Manager  
FROM: Chief Engineer  
SUBJECT: Monthly Engineering Report for December 2025  
DATE: February 8, 2026



### Environmental Responsibility

- Internal corrosion from the formation of H<sub>2</sub>SO<sub>4</sub> from H<sub>2</sub>S is a significant source of pipeline failures and sanitary sewer overflows for the HRSD interceptor system. In an effort to locate the areas with the highest risk of failure, Asset Management has been implementing a series of “smart ball” inspections using a variety of devices that can be inserted into and retrieved from our pressurized force mains. These devices collect data on leaks and gas pockets, which is then used to determine the exact locations where condition assessment activities should be performed. The most recent inspection was performed on the Eastern Branch Interceptor Force Main.



### Financial Stewardship

- Capital Improvement Program (CIP) spending through January of FY2026 was below the planned spending target, but annual spending is still above the planned CIP target for the fiscal year.

Capital Improvement Program Spending (\$M)

	Current Period	FY to date
Actual	\$50.7	\$357.3
Plan	\$60.5	\$296.8

- January marked the 1<sup>st</sup> anniversary of the Construction Cost Estimating Users Group (CCEUG). This group is made up of Engineering Firms that do work for HRSD. The purpose of this group is to share information and promote continuous improvement of procedures and improved results when estimating costs for Capital Improvement projects.



### Talent

- Mike Hess was recently promoted to Director of Design and Construction for Special Projects.
- Staff retention and recruitment remain significant priorities. Four open positions are needed for the Engineering Division to be fully staffed:

➤ Director of Program Support Office (PSO)

- Engineering Program Manager (formerly: Hydraulic Analysis Manager)
- Project Manager (2 vacancies)

Second interviews for the PSO Director are scheduled for mid-February. The Engineering Program Manager and Project Manager positions should be advertised and filled in the next several months.



## Community Engagement

- HRSD held its 7th annual Industry Day on January 29th, 2026, which saw a record number of attendees. As always, this event highlighted SWIFT capital projects, but this was also the first year that non-SWIFT capital projects were included in the panel discussions and at booths, to highlight the innovative and challenging projects HRSD has planned for the future. Multiple tours were also held to accompany the in-person event. Special thanks to Lauren Zuravnsky, Mike Hess, Becky Currall, Ted Denny, and Angie Weatherhead for their outstanding project presentations and planning efforts to support this successful event.

### Event statistics - 2026

TOTAL:  
 **508**  
 REGISTERED

ON-SITE  
 REGISTRATION:  
**10** INDIVIDUALS  


**Returning**  
**225** ATTENDEES

TOTAL ATTENDED:  
**390** (77%)  


**168** FIRMS  
 REPRESENTED  


FIRST-TIME ATTENDEES:  
**165**  
 INDIVIDUALS  




## Innovation

- Staff and the Garney/Dewberry Team were awarded a 2026 American Council of Engineering Companies (ACEC) Grand Award for the James River Crossing (JRX) Project.
- Planning and Analysis staff have historically handled development review requests through email correspondence, making the tracking of the process and status updates difficult for both HRSD and the developers. P&A and IT staff are developing and testing the beta version of the APEX application, which will automate Development Services submittals and end-user data entry by storing information directly in an enterprise database, which should streamline the review process, increase staff efficiency, and improve transparency for all parties involved.
- Many of our asset inspections have historically been done visually by staff. In the last year, however, engineering staff began a pilot drone program to determine if certain

inspections could be done more efficiently with drones. Three of the GIS staff are licensed drone pilots. A drone inspection of the Wythe Creek exposed aerial crossing was recently completed by staff to support a warranty inspection for this recently completed CIP project.

A handwritten signature in black ink, appearing to read 'J. Scarano', followed by a long horizontal line extending to the right.

---

Jeff Scarano, PE, BCEE, DBIA

TO: General Manager/CEO  
 FROM: Deputy General Manager and Chief Financial Officer  
 SUBJECT: Monthly Report for January 2026  
 DATE: February 11, 2026



**Financial Stewardship**

**Accounting & Interim Financial Reports**

The Operating Fund Interim Financial Report indicates that revenues and expenses remain generally aligned with the amended budget through the seventh month of FY 2026.

Billed consumption, although slightly below budgetary targets, rebounded this month. Staff continue to believe that lagging consumption is largely attributable with known factors including significant meter replacement projects, installation of new meters, and billing delays related to meter reader staffing shortages.

Month	Summary of Billed Consumption (,000s ccf)						
	FY2026 Cumulative Budget Estimate	FY2026 Cumulative Actual	% Difference		% Difference		% Difference
			From Budget	Cumulative FY2025 Actual	From FY2025	Cumulative 3 Year Average	From 3 Year Average
July	4,723	4,536	-3.9%	4,630	-2.0%	4,605	-1.5%
Aug	9,735	9,205	-5.4%	9,518	-3.3%	9,534	-3.4%
Sept	14,331	13,682	-4.5%	14,223	-3.8%	14,132	-3.2%
Oct	18,841	18,219	-3.3%	18,870	-3.4%	18,801	-3.1%
Nov	22,973	22,425	-2.4%	23,421	-4.3%	23,067	-2.8%
Dec	27,367	26,490	-3.2%	27,666	-4.3%	27,309	-3.0%
Jan	31,942	31,400	-1.7%	32,016	-1.9%	31,835	-1.4%
Feb	35,907	-	N/A	35,801	N/A	35,861	N/A
March	40,149	-	N/A	40,246	N/A	39,959	N/A
Apr	44,110	-	N/A	44,404	N/A	44,064	N/A
May	48,484	-	N/A	48,830	N/A	48,554	N/A
June	53,000	-	N/A	53,606	N/A	53,120	N/A

Strong investment performance and the continued availability of invested bond proceeds continue to bolster interest income, which has already exceeded the annual budgeted amount.

Staff successfully completed all required 2025 year-end federal and state tax reporting filings by the January 31 deadline.

**Customer Care**

Past due account balances increased by approximately \$1 million in January. Some account balances were driven higher partially because meter reading staffing shortages caused the billing cycle to be delayed.

Field Operations issued 3,247 warning notices and completed 1,226 service disconnections. Activity levels were moderated by freezing temperatures, with staff redirecting efforts to

customer outreach, meter reading support, and in-person visits to maintain service continuity.

Weekly contact volumes ranged from approximately 6,000 interactions early in the month to 3,500 during the holiday week. Service performance improved, with 38 percent of calls answered within three minutes and average wait times reduced to under seven minutes.

Digital engagement continued to deliver strong results, generating 6,419 payments from 11,966 automated text reminders. Post-call surveys reflected sustained customer satisfaction, with 86 percent of respondents rating their experience favorably.

## A. Entity Wide Interim Financial Report & Summary of Reserves

### Hampton Roads Sanitation District Interim Financial Report Funds Analysis For the Period Ending January 31, 2026

	Operating Fund	Capital Fund	Total
<b>Inflows</b>			
Wastewater Treatment Charges	\$ 295,257,424	\$ -	\$ 295,257,424
Interest Income	11,556,036	1,083,086	12,639,122
Grants	-	67,001,733	67,001,733
Debt Issuances	-	287,012,249	287,012,249
Transfers-In	-	100,975,785	100,975,785
<b>Total Inflows</b>	<b>306,813,460</b>	<b>456,072,853</b>	<b>762,886,313</b>
<b>Outflows</b>			
Operational	143,712,402	-	143,712,402
Debt Service	67,743,560	-	67,743,560
Capital	-	455,902,393	455,902,393
Transfers-Out	100,975,785	-	100,975,785
<b>Total Outflows</b>	<b>312,431,747</b>	<b>455,902,393</b>	<b>768,334,140</b>
Net Change in Reserves	(5,618,287)	170,460	(5,447,827)
Beginning Reserves	287,822,081	315,786,765	603,608,846
<b>Ending Reserves</b>	<b>\$ 282,203,794</b>	<b>\$ 315,957,225</b>	<b>\$ 598,161,019</b>
<b>Ending Reserves Summary</b>			
Unrestricted			
General	\$ 239,695,239	\$ 73,714	\$ 239,768,953
Risk	4,799,555	-	4,799,555
PayGo	-	209,611,288	209,611,288
<b>Total Unrestricted Reserves</b>	<b>244,494,794</b>	<b>209,685,002</b>	<b>454,179,796</b>
Restricted			
Debt Service	37,709,000	-	37,709,000
Bond Proceeds	-	106,272,223	106,272,223
<b>Total Ending Reserves</b>	<b>\$ 282,203,794</b>	<b>\$ 315,957,225</b>	<b>\$ 598,161,019</b>

## **Notes to Entity Wide Interim Financial Report and Summary of Reserves**

The Entity Wide Interim Financial Report and Summary of Reserves summarizes the results of HRSD's operations and capital improvements on a basis of accounting that differ from generally accepted accounting principles. Revenues are recorded when received and expenses are generally recorded when paid. No provision is made for non-cash items such as depreciation and bad debt expense.

Reserves represent the balance of HRSD's cash and investments classified into functional purposes.

## B. Operating Fund Interim Financial Report - Budget to Actual

**Hampton Roads Sanitation District**  
**Operating Fund Interim Financial Report**  
**Budget to Actual**  
**For the Period Ending January 31, 2026**

	<b>Amended Budget</b>	<b>Current YTD</b>	<b>Current YTD as % of Budget (58% Budget to Date)</b>	<b>Prior YTD as % of Prior Year Budget</b>
<b>Operating Revenues</b>				
Wastewater	\$ 486,718,000	\$ 284,374,506	58%	61%
Surcharge	1,568,000	876,935	56%	70%
Indirect Discharge	3,526,000	2,883,200	82%	64%
Fees	4,560,000	2,679,560	59%	76%
Municipal Assistance	734,000	512,136	70%	51%
Miscellaneous	808,000	602,076	75%	37%
<b>Total Operating Revenue</b>	<b>497,914,000</b>	<b>291,928,413</b>	<b>59%</b>	<b>61%</b>
<b>Non Operating Revenues</b>				
Facility Charge	6,620,000	4,037,940	61%	63%
Interest Income	11,500,000	12,729,847	111%	206%
Other	1,545,000	1,538,622	100%	142%
<b>Total Non Operating Revenue</b>	<b>19,665,000</b>	<b>18,306,409</b>	<b>93%</b>	<b>141%</b>
<b>Total Revenues</b>	<b>517,579,000</b>	<b>310,234,822</b>	<b>60%</b>	<b>63%</b>
Transfers from Reserves	26,039,871	15,189,925	58%	58%
<b>Total Revenues and Transfers</b>	<b>\$ 543,618,871</b>	<b>\$ 325,424,747</b>	<b>60%</b>	<b>63%</b>
<b>Operating Expenses</b>				
Personal Services	\$ 87,350,418	\$ 50,297,181	58%	56%
Fringe Benefits	31,422,407	17,618,503	56%	51%
Materials & Supplies	17,577,501	7,624,006	43%	55%
Transportation	2,679,992	1,003,424	37%	44%
Utilities	18,037,260	8,898,356	49%	52%
Chemical Purchases	19,158,847	8,336,105	44%	49%
Contractual Services	63,850,179	25,475,777	40%	39%
Major Repairs	18,968,701	6,010,792	32%	21%
Capital Assets	2,280,197	956,481	42%	8%
Miscellaneous Expense	4,552,025	2,334,081	51%	66%
<b>Total Operating Expenses</b>	<b>265,877,527</b>	<b>128,554,706</b>	<b>48%</b>	<b>48%</b>
<b>Debt Service and Transfers</b>				
Debt Service	104,640,000	67,743,560	65%	63%
Transfer to CIP	173,101,344	100,975,784	58%	58%
<b>Total Debt Service and Transfers</b>	<b>277,741,344</b>	<b>168,719,344</b>	<b>61%</b>	<b>60%</b>
<b>Total Expenses and Transfers</b>	<b>\$ 543,618,871</b>	<b>\$ 297,274,050</b>	<b>55%</b>	<b>54%</b>

## Notes to Operating Fund Interim Financial Report – Budget to Actual

The Operating Interim Financial Report – Budget to Actual is intended to summarize financial results on an accounting basis similar to the Annual Operating Budget. The basis of accounting differs from generally accepted accounting principles and from the Entity Wide Interim Financial Report. Revenues are recorded on an accrual basis, whereby they are recognized when billed, and expenses are generally recorded on a cash basis. No provision is made for non-cash items such as depreciation and bad debt expense.

### C. Capital Fund – Project Length Summary of Activity

#### HRSD-PROJECT ANALYSIS

January 31, 2026

Classification/ Treatment Service Area	Appropriated Funds	Project to Date		
		Expenditures	Encumbrances	Available
Administration	\$ 140,401,101	\$ 56,073,724	\$ 65,413,892	\$ 18,913,485
Army Base	171,571,945	134,792,624	4,685,328	32,093,993
Atlantic	227,832,979	69,024,668	40,991,721	117,816,590
Boat Harbor	507,365,299	388,245,018	65,565,167	53,555,114
Ches-Eliz	29,279,118	14,453,652	1,647,631	13,177,835
Eastern Shore	68,576,326	46,468,622	2,206,335	19,901,369
James River	365,719,212	308,269,850	25,207,932	32,241,430
Middle Peninsula	102,413,061	23,638,494	12,134,748	66,639,819
Nansemond	568,383,766	392,473,954	149,328,064	26,581,748
Surry	57,978,543	51,974,390	1,261,892	4,742,261
VIP	321,652,962	152,311,927	74,899,199	94,441,836
Williamsburg	104,425,475	11,652,439	3,113,201	89,659,835
York River	115,439,557	75,804,402	7,403,963	32,231,192
General	1,702,778,028	646,086,270	688,276,709	368,415,049
<b>Total</b>	<b>\$ 4,483,817,372</b>	<b>\$ 2,371,270,034</b>	<b>\$ 1,142,135,782</b>	<b>\$ 970,411,556</b>

## D. Summary of Debt Activity

### HRSD- Debt Analysis

January 31, 2026

(in thousands)	Fixed Rate	Variable Rate	Line of Credit	Total
Beginning Balance 7/1/25	\$ 1,757,250	\$ 50,000	\$ 92,462	\$ 1,899,712
Add:				
New Debt	282,956	-	-	282,956
Capitalized Interest	5,385	-	-	5,385
Less:				
Principal Payments	(35,122)	-	-	(35,122)
Ending Balance 01/31/26	\$ 2,010,469	\$ 50,000	\$ 92,462	\$ 2,152,931
FY26 YTD Interest Payments	\$ (29,874)	\$ (741)	\$ (2,007)	\$ (32,622)

### HRSD- Series 2016 Variable Rate Bond Analysis

January 30, 2026

	SIFMA Index	HRSD Series 2016VR	Deviation to SIFMA
Maximum	4.71%	4.95%	0.24%
Average	1.59%	1.08%	-0.51%
Minimum	0.01%	0.01%	0.00%
As of 01/30/26	2.28%	2.35%	0.07%

Since October 20, 2011 HRSD has averaged 108 basis points on Variable Rate Debt

### Subsidised Debt Activity

Source	Funder	Loan Amount	Current Drawn Total	% Remain	Initial Draw Date - Projected
WIFIA Tranche 3	EPA	\$ 346,069,223	\$ -	100%	July 2026

## E. Cash and Investment Summary

Operating Liquidity Accounts	Beginning	YTD			Ending		Allocation of funds	Current Mo Avg Yield
	Market Value July 1, 2025	Contributions	Withdrawals	YTD Income Earned	Market Value Jan 31, 2026			
BOA Corp Disbursement Account	\$ 43,574,043	\$ 906,336,365	\$ 935,966,933	\$ 250,187	\$ 14,193,662	2.7%	1.76%	
BOA Operating Accounts	14,339,684	667,912,786	672,270,962	119,499	10,101,007	1.9%	1.18%	
BNY Mellon Account	7,892,401	50,904,481	50,514,238	40,756	8,323,400	1.6%	0.49%	
SNAP Accounts	143,929,872	227,916,177	266,583,199	1,083,086	106,345,936	20.2%	1.02%	
VIP Stable NAV Liquidity Pool	324,275,659	323,096,072	269,000,000	9,524,613	387,896,344	73.6%	3.84%	
<b>Operating Liquidity Accounts</b>	<b>\$ 534,011,659</b>	<b>\$ 2,176,165,881</b>	<b>\$ 2,194,335,332</b>	<b>\$ 11,018,141</b>	<b>\$ 526,860,349</b>	<b>100.0%</b>		

VIP Stable NAV Liquidity Pool performed 0.02% above to the Va Local Government Investment Pool's (the market benchmark) in the month of January 2026.

Total Return Account	Beginning Market	YTD	YTD	YTD Income	Ending	Allocation of funds	Yield to Maturity at Market
	Value July 1, 2025	Contributions	Withdrawals	Earned & Realized G/L	Market Value Jan 31, 2026		
VIP 1-3 Year High Quality Bond Fund	69,597,188	-	8,224	1,620,981	71,300,670	71,760,492	3.56%
<b>Total Return Account</b>	<b>\$ 69,597,188</b>	<b>\$ -</b>	<b>\$ 8,224</b>	<b>\$ 1,620,981</b>	<b>\$ 71,300,670</b>	<b>\$ 71,760,492</b>	

VIP 1-3 Year High Quality Bond Fund performed 0.01% below to the ICE BofA ML 1-3 yr AAA-AA Corp/Gov Index (the market benchmark) in January 2026.

	Total	Fund Alloc
Operating Liquidity Accounts	\$ 526,860,349	88.1%
Total Return Account	\$ 71,300,670	11.9%
<b>TOTAL</b>	<b>\$ 598,161,019</b>	<b>100.0%</b>

## F. Financial Performance Metrics Adjusted Days Cash on Hand

### HRSD - UNRESTRICTED CASH

January 31, 2026

Can be used for any purpose since it is not earmarked for a specific use.

		Days Cash on Hand	Adjusted Days Cash on Hand
<b>Total Unrestricted Cash</b>	<b>\$ 454,179,796</b>		<b>624</b>
Risk Management Reserve	(4,799,555)	(7)	617
Capital (PAYGO only)	(209,611,288)	(288)	329
<b>Adjusted Days Cash on Hand</b>	<b>\$ 239,768,953</b>		<b>329</b>

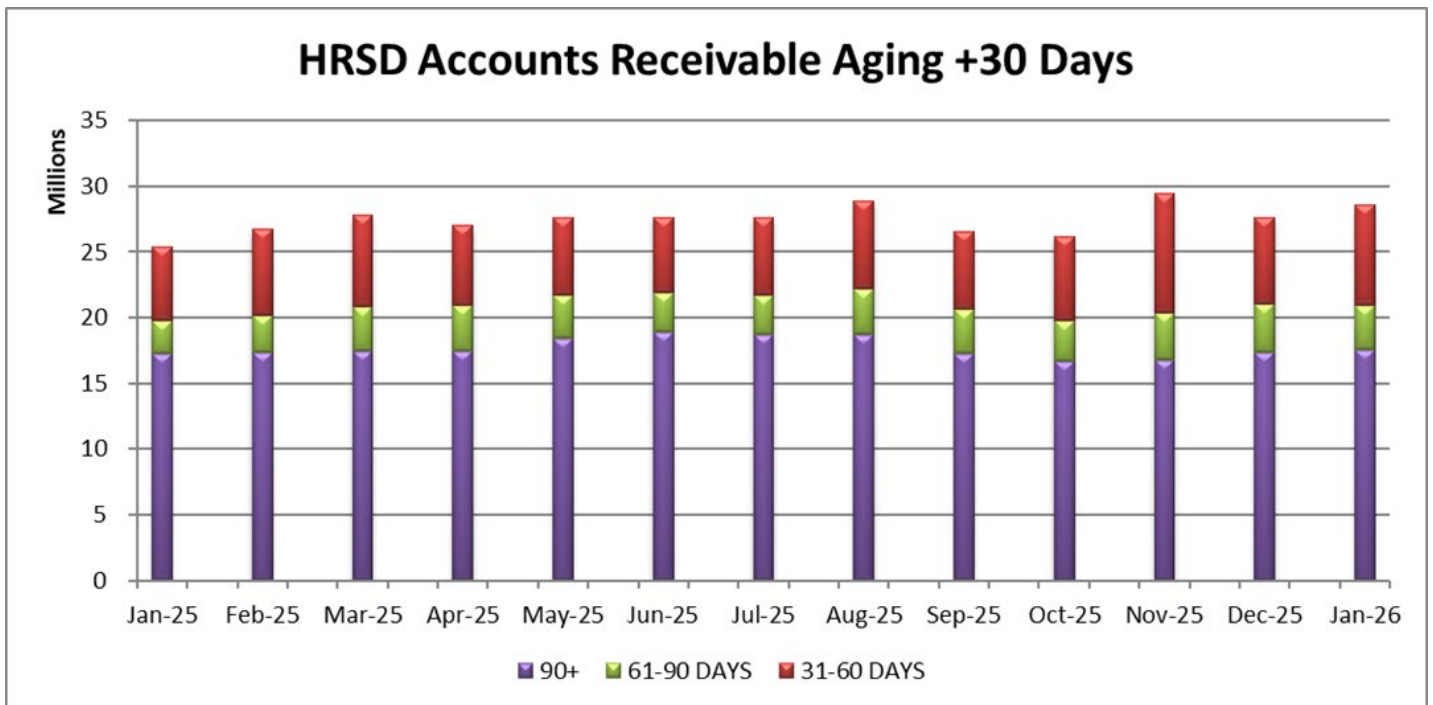
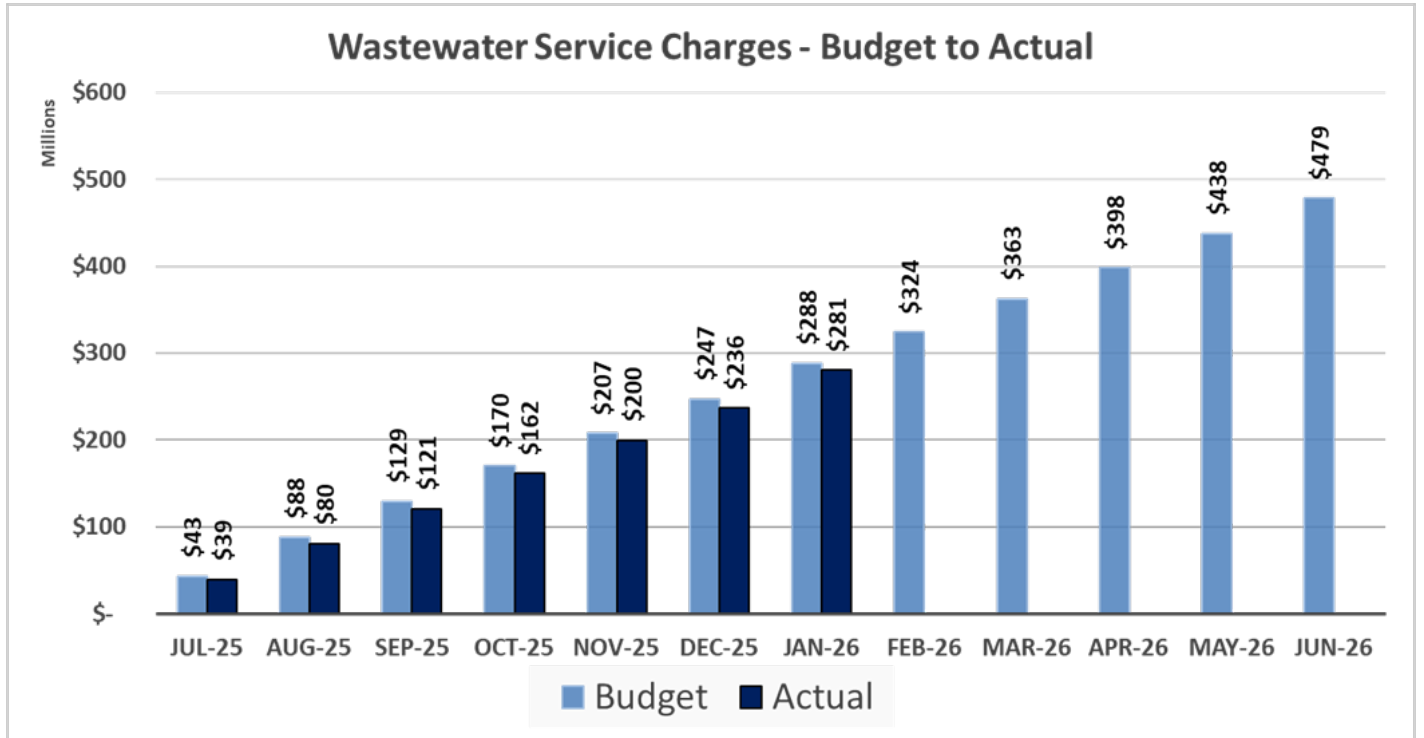
Risk Management Reserve as a % of Projected Claims Cost is 25% YTD compared to 25% Policy Minimum  
Adjusted Days Cash on Hand Policy Minimum is 270-365 days.

## G. Summary of Grant Applications, Awards and Activity

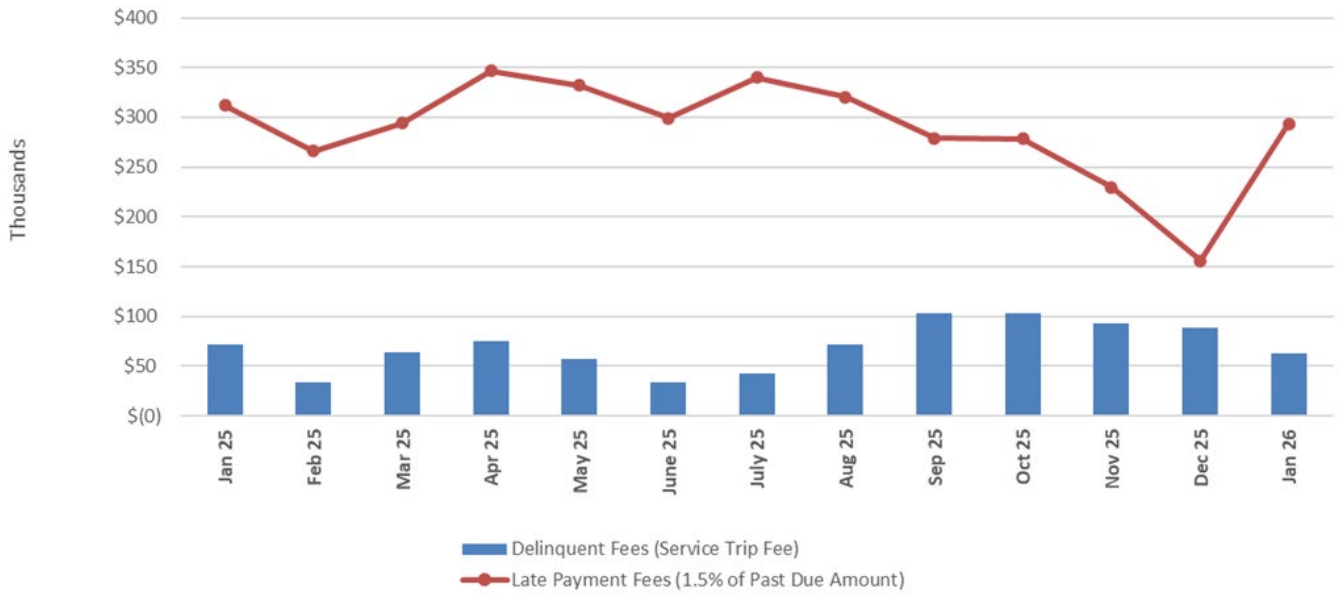
Active Capital Grants							
Grant Name	Funder	Project	CIP#	Application Submitted	Amount Requested	HRSD Award Amount	Reimbursement Rcvd 01/31/26
Community Flood Preparedness Fund	VDCR	Dozier's Corner Pump Station Replacement	AT015400	12/4/2024	\$ 6,265,669	\$ 6,265,669	\$ -
Community Flood Preparedness Fund	VDCR	Onancock Treatment Plant Administrative Building Design	ES010300	10/30/2024	\$ 374,400	\$ 374,400	\$ -
Water Quality Improvement Fund	VDEQ	Boat Harbor Pump Station and Conveyance	BH015700 BH015710 BH015720 BH015730	3/4/2024	\$ 311,286,392	\$ 294,300,592	\$ 67,000,000
					<b>\$ 317,926,461</b>	<b>\$ 300,940,661</b>	<b>\$ 67,000,000</b>

Active Non-Capital Grants							
Grant Name	Funder	Project	CIP#	Application Submitted	Amount Requested	HRSD Award Amount	Reimbursement Rcvd 01/31/26
Non-Point Source Funding	VDEQ	Gloucester Septic to Sewer (Pay for Performance)	n/a	2/3/2024	\$ 1,180,000	\$ 1,180,000	\$ -
					<b>\$ 1,180,000</b>	<b>\$ 1,180,000</b>	<b>\$ -</b>

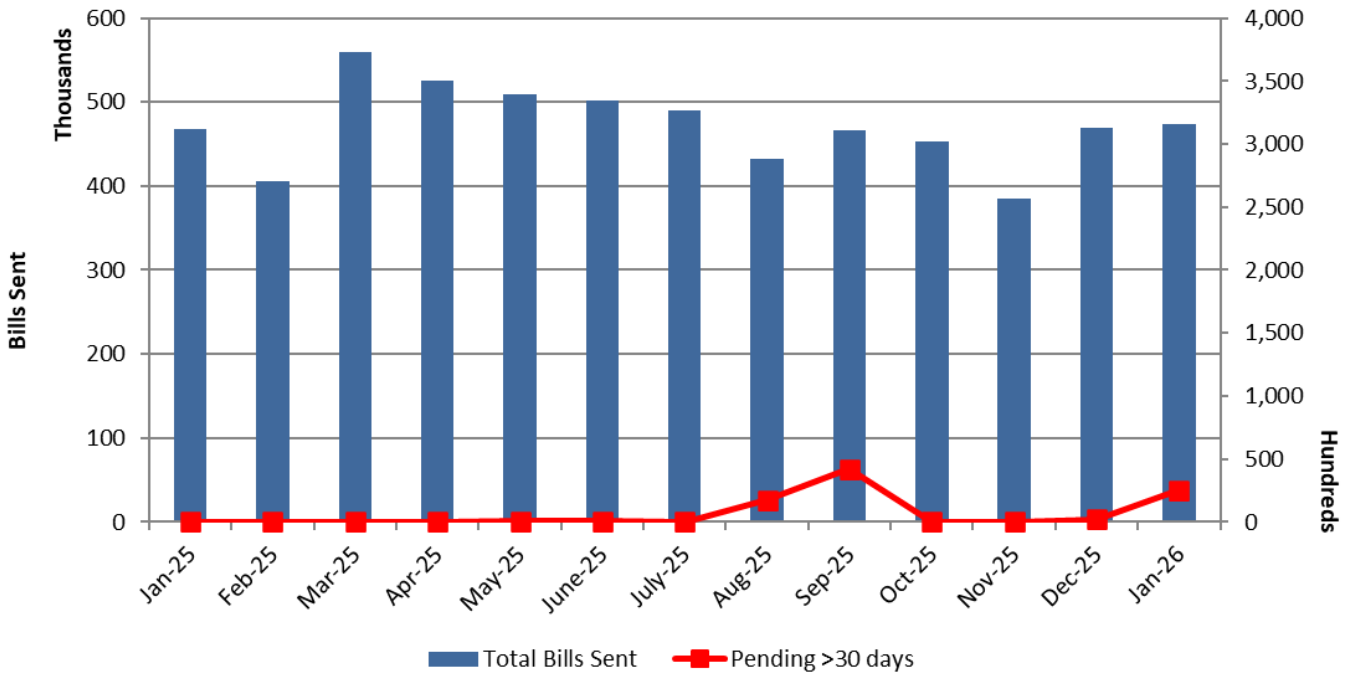
## H. Customer Care Center - Key Statistics



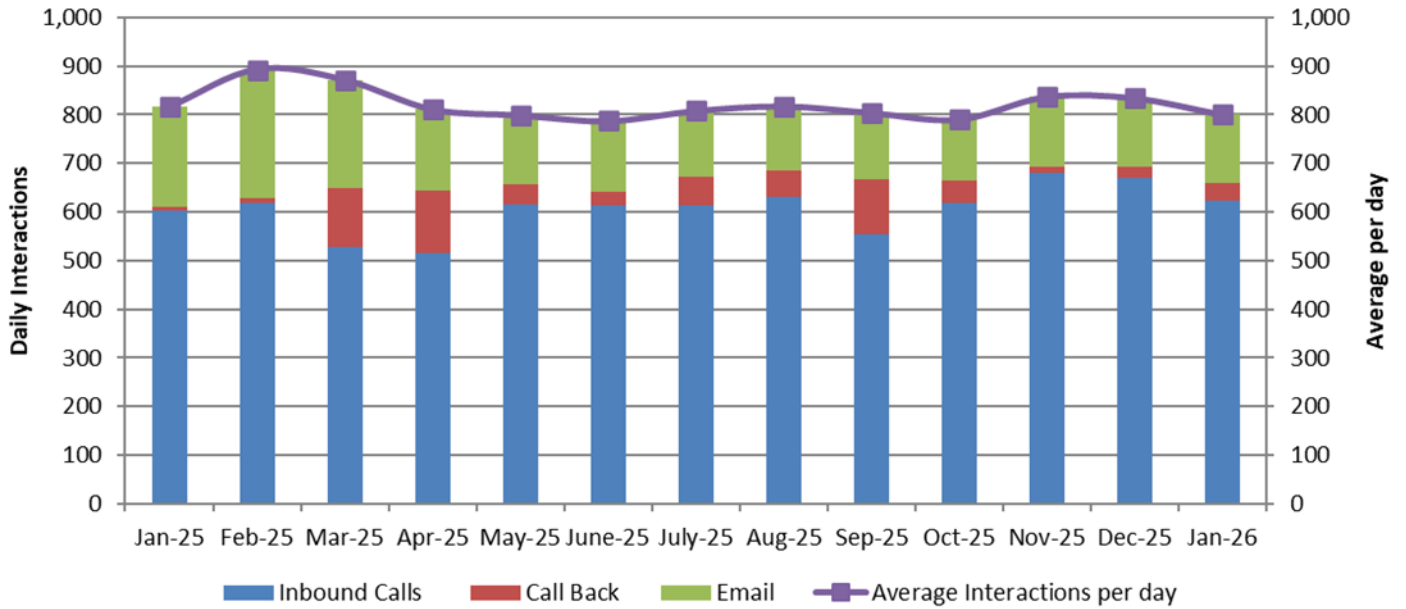
### Delinquent & Late Payment Fees



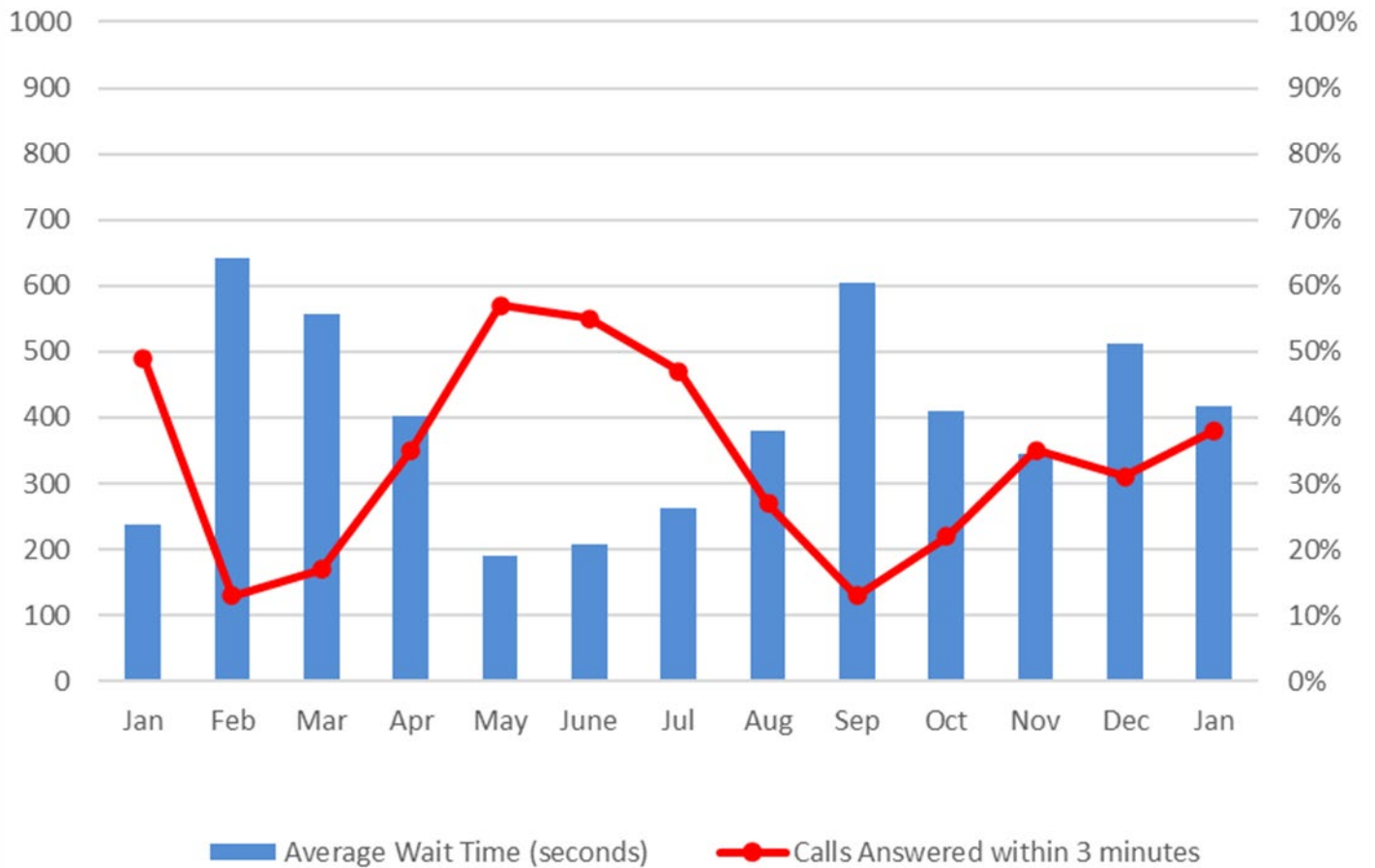
### Billing Summary



### Call Center Interactions (per day)



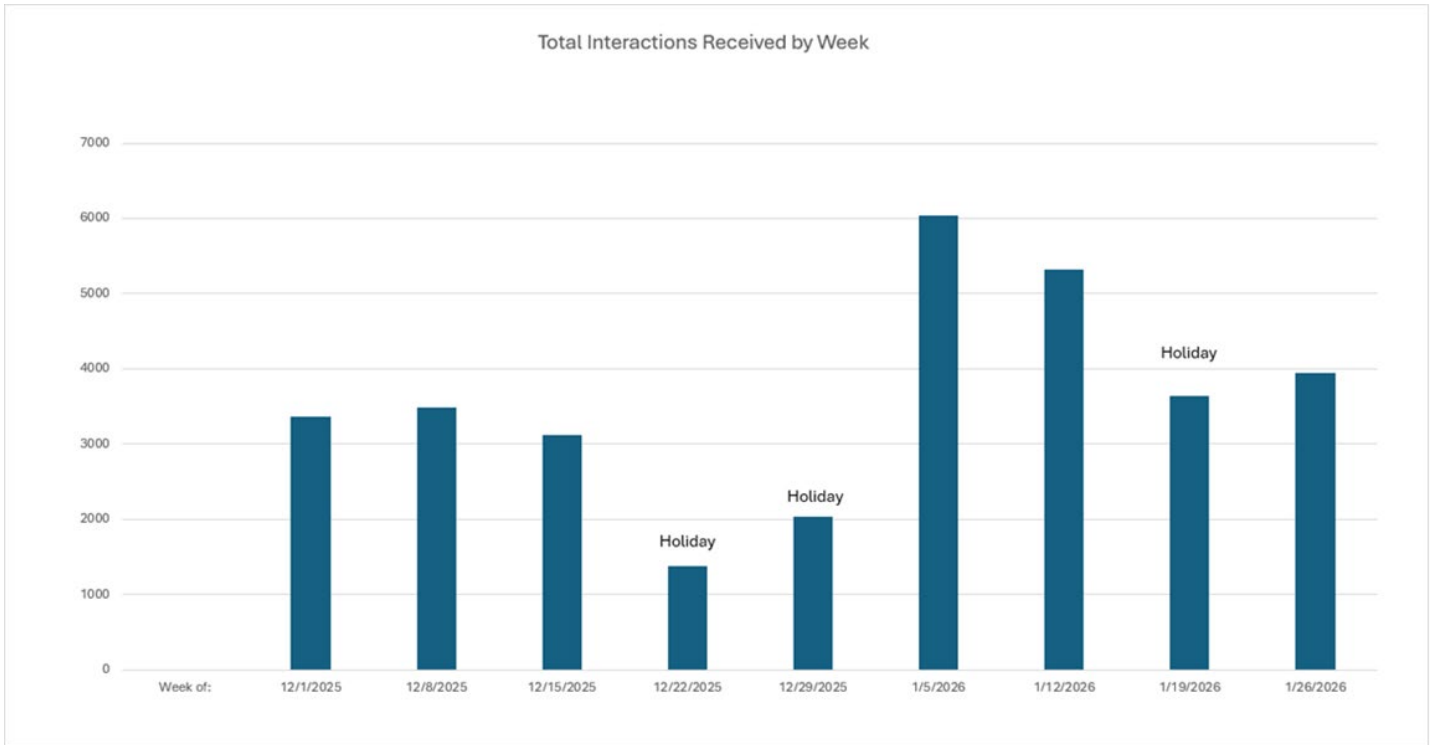
### Customer Interaction Statistics



## Customer Interaction

### Statistics

	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Calls Answered within 3 minutes	49%	13%	17%	35%	57%	55%	47%	27%	13%	22%	35%	31%	38%
Average Wait Time (seconds)	237	643	556	403	190	208	262	379	604	409	346	512	417
Calls Abandoned	21%	45%	44%	30%	16%	19%	22%	28%	42%	33%	25%	32%	27%

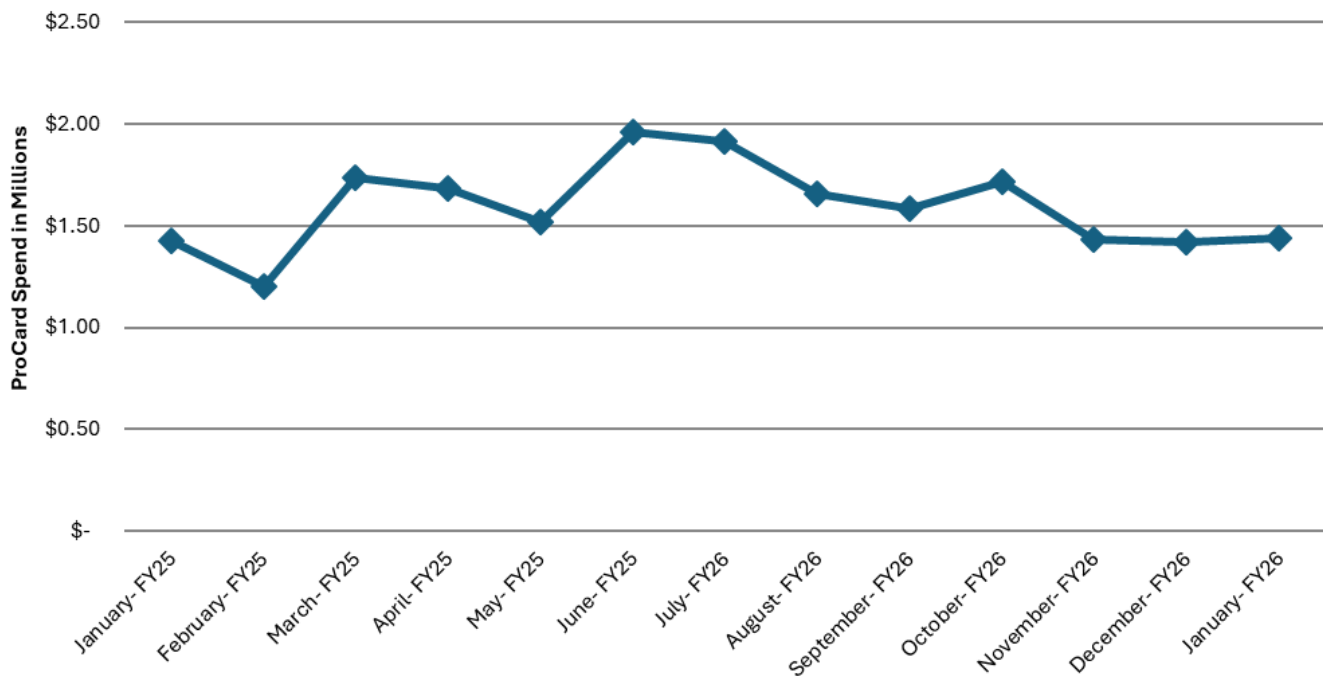


Item #	Strategic Planning Measure	Unit	January 2026
	<u>Accounts Receivable (HRSD)</u>	<u>Dollars</u>	<u>\$62,039,945</u>
	<u>Aging Accounts Receivable</u>	<u>Percentage of receivables greater than 90 days</u>	<u>28.6%</u>

## I. Procurement Statistics

Savings	Current Period	FYTD
Competitive Savings	\$67,486	\$3,405,632
Negotiated Savings	\$0	\$14,900
Salvage Revenues	\$1,092	\$28,772
Corporate VISA Card - Estimated Rebate	\$21,415	\$166,228

### ProCard Spend FY26



Respectfully,

*Steven G. de Mik*

Steven G. de Mik  
Deputy General Manager/Chief Financial Officer

**Attachments:**

[Quarterly Performance Report, 2nd Quarter FY 2026](#)  
[Retiree Health Plan Investment Performance Review](#)

**Hampton Roads Sanitation District**  
**Qtrly Performance Report**  
**For the Quarter Ending December 31, 2025**

## Total Portfolio Summary

Operating Strategies	December 31, 2025	September 30, 2025
Primary Source	\$ 427,957,765	\$ 376,238,932
Secondary Source	71,153,613	70,375,126
	<b>\$ 499,111,378</b>	<b>\$ 446,614,058</b>

### Primary Source Summary

The Primary Source Portfolio consists of BAML Corp Disbursement Account \$34.38m and VaCo/VML VIP Stable NAV Liquidity Pool \$393.58m. BAML Corp Disbursement Account returned 0.61% as of December 31, 2025. VIP LIQ Pool Fund 30 Day Avg Net Yield was 3.93% as of December 31, 2025. VIP Stable NAV Liquidity Pool performed 0.02% above to the Va Local Government Investment Pool's (the market benchmark) in the month of December 2025. VaCo/VML VIP Stable NAV Liquidity Pool's weighted average credit rating was A-1 for the quarter.

### Secondary Source Summary

The Secondary Source Portfolio consists of VaCo/VML VIP 1-3 Year High Quality Bond Fund. VIP 1-3 Year High Quality Bond Fund's Yield to Maturity at Market was 3.52% in December, which was equal to the ICE BofA ML 1-3 yr AAA-AA Corp/Gov Index (the market benchmark) performance. The weighted average credit rating for VaCo/VML VIP 1-3 Year High Quality Bond Fund's portfolio was AA for the quarter.

Retirement Health Plan Trust	December 31, 2025	September 30, 2025	\$ Gain/(Loss)	% Gain/(Loss)
Investment Assets	88,426,845	86,767,777	1,659,068	1.88%
Liquidity Assets	52,872	52,366	506	0.96%
Combined Assets	<b>\$ 88,479,717</b>	<b>\$ 86,820,143</b>	<b>\$ 1,659,574</b>	<b>1.88%</b>

### Retiree Health Plan Trust Summary

Economic conditions in the United States continued to moderate during the fourth quarter as inflation pressures eased and labor market momentum softened. Measures of headline and core inflation trended lower over the period, providing the Federal Reserve with additional flexibility to continue easing monetary policy. In December, the Federal Open Market Committee reduced the federal funds target range by 0.25%, bringing the policy rate to 3.50%–3.75% and marking the third rate cut of the year. Despite progress on inflation, policymakers continued to emphasize a data-dependent approach amid lingering uncertainty tied to fiscal policy and trade developments.

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# Hampton Roads Sanitation District Retiree Health Plan

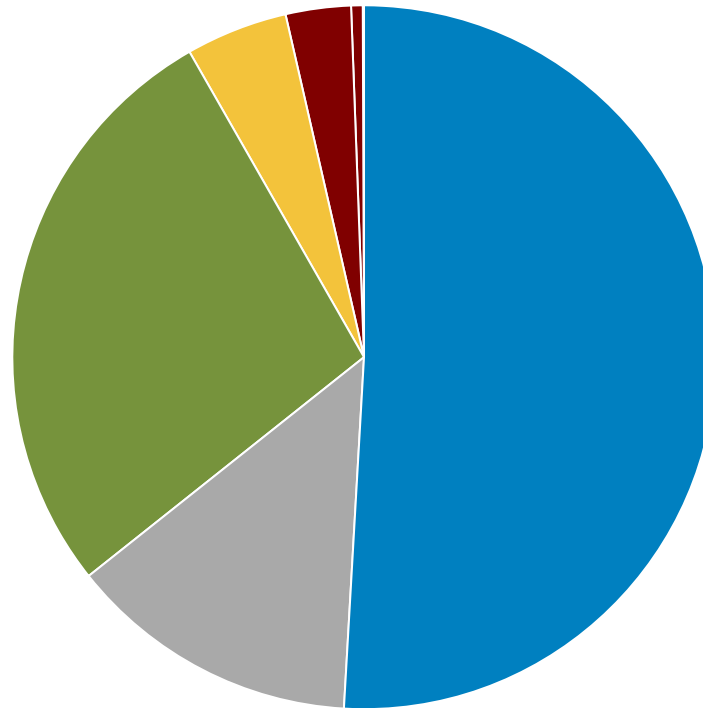
Investment Performance Review  
Period Ending January 31, 2026

**MARINER**

**Financial Reconciliation**  
**Total Fund - Combined Assets**  
Year To Date Ending January 31, 2026

<b>Financial Reconciliation Year to Date</b>								
	<b>Market Value 01/01/2026</b>	<b>Net Transfers</b>	<b>Contributions</b>	<b>Distributions</b>	<b>Management Fees</b>	<b>Other Expenses</b>	<b>Return On Investment</b>	<b>Market Value 01/31/2026</b>
<b>Total Fund - Combined Assets</b>	88,514,605	-	-	-	-	-1,842	1,424,653	89,937,416
<b>Total Fund - Investment Assets</b>	88,461,734	-	-	-	-	-1,841	1,424,492	89,884,385

Jan-2026 : \$89,937,416



Allocation

Market Value

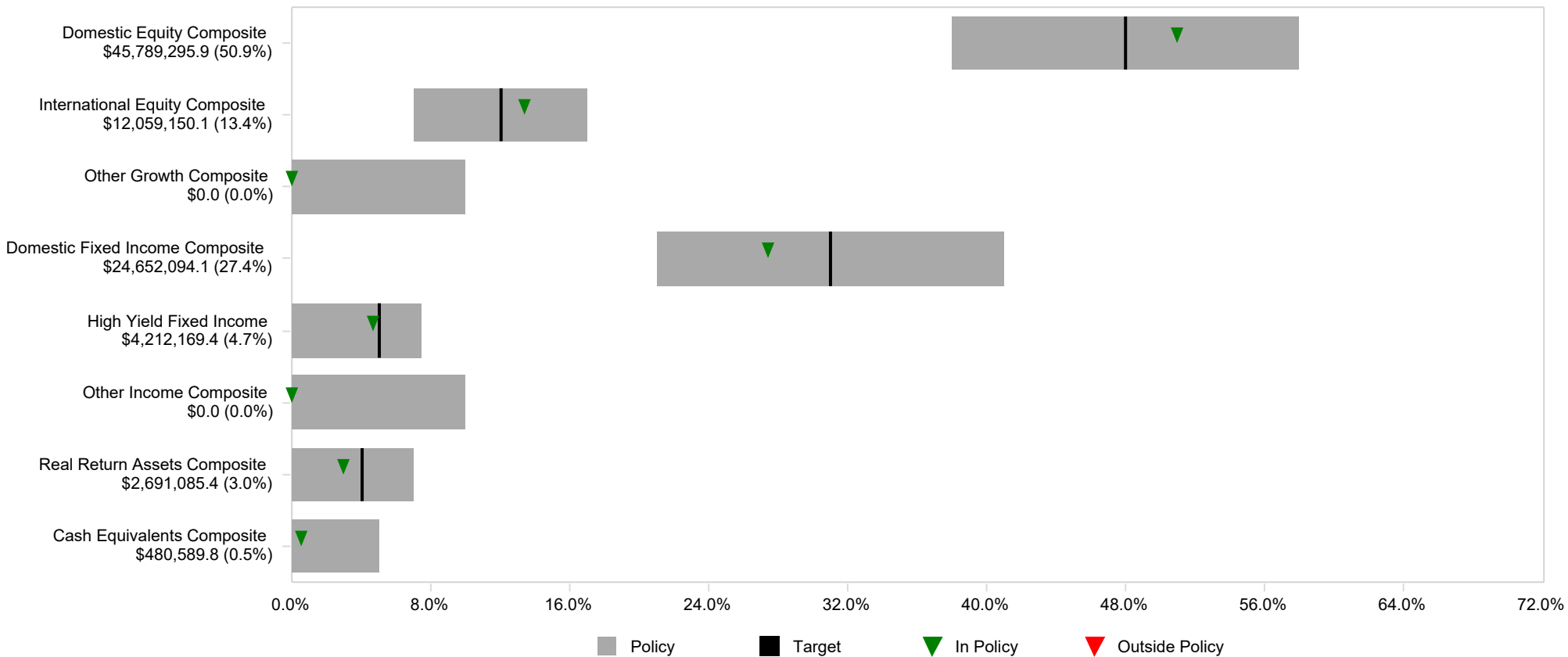
Allocation

- Domestic Equity Composite
- International Equity Composite
- Domestic Fixed Income Composite
- High Yield Fixed Income
- Real Return Assets Composite
- Cash Equivalents Composite
- Total Fund - Liquidity Assets

45,789,296  
12,059,150  
24,652,094  
4,212,169  
2,691,085  
480,590  
53,032

50.9  
13.4  
27.4  
4.7  
3.0  
0.5  
0.1

**Executive Summary**



**Asset Allocation Compliance**

	Asset Allocation \$	Current Allocation (%)	Target Allocation (%)	Minimum Allocation (%)	Maximum Allocation (%)
<b>Total Fund - Investment Assets</b>	<b>89,884,385</b>	<b>100.0</b>	<b>100.0</b>	<b>N/A</b>	<b>N/A</b>
Domestic Equity Composite	45,789,296	50.9	48.0	38.0	58.0
International Equity Composite	12,059,150	13.4	12.0	7.0	17.0
Other Growth Composite	-	0.0	0.0	0.0	10.0
Domestic Fixed Income Composite	24,652,094	27.4	31.0	21.0	41.0
High Yield Fixed Income	4,212,169	4.7	5.0	0.0	7.5
Other Income Composite	-	0.0	0.0	0.0	10.0
Real Return Assets Composite	2,691,085	3.0	4.0	0.0	7.0
Cash Equivalents Composite	480,590	0.5	0.0	0.0	5.0

Asset Allocation & Performance

Total Fund

As of January 31, 2026

	Allocation		Performance(%)										Inception Date	
	Market Value \$	%	MTH	QTR	YTD	1 YR	3 YR	5 YR	7 YR	10 YR	Inception			
<b>Total Fund - Combined Assets</b>	<b>89,937,416</b>	<b>100.0</b>												
<b>Total Fund - Investment Assets (Net of Fees)</b>	<b>89,884,385</b>	<b>99.9</b>	<b>1.61</b>	<b>2.42</b>	<b>1.61</b>	<b>14.28</b>	<b>11.72</b>	<b>6.66</b>	<b>9.01</b>	<b>8.83</b>	<b>8.27</b>		<b>Sep-2009</b>	
Blended Benchmark			1.52	2.25	1.52	14.08	12.39	7.00	8.90	8.65	8.08			
<b>Total Equity Composite</b>	<b>57,848,446</b>	<b>64.3</b>	<b>2.38</b>	<b>3.28</b>	<b>2.38</b>	<b>18.84</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22.05</b>		<b>Oct-2023</b>	
Vanguard Total Stock Market ETF (VTI)	45,789,296	50.9	1.58 (56)	1.82 (-)	1.58 (56)	15.45 (-)	20.14 (-)	13.48 (-)	15.44 (-)	15.08 (-)	19.80 (-)		Apr-2020	
Russell 3000 Index			1.55	1.81	1.55	15.32	20.18	13.60	15.53	15.13	19.87			
All Cap Blend Median			2.73	-	2.73	-	-	-	-	-	-			
<b>International Equity Composite</b>	<b>12,059,150</b>	<b>13.4</b>	<b>5.52</b>	<b>9.18</b>	<b>5.52</b>	<b>33.72</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>21.69</b>		<b>Oct-2023</b>	
Dodge & Cox International Stock I (DODFX)	2,129,555	2.4	5.29 (-)	10.82 (-)	5.29 (-)	39.45 (-)	-	-	-	-	-		Nov-2024	
MSCI EAFE Value Index (Net)			5.70	13.11	5.70	43.06	20.61	14.81	11.16	10.22	35.75			
Foreign Large Value Median			-	-	-	-	-	-	-	-	-			
Vanguard Total International Stock ETF (VXUS)	7,112,762	7.9	5.59 (33)	8.69 (-)	5.59 (33)	35.17 (-)	16.06 (-)	9.16 (-)	9.98 (-)	9.76 (-)	15.14 (-)		Apr-2020	
MSCI AC World ex USA (Net)			5.98	9.13	5.98	34.87	16.56	9.12	9.92	9.82	14.81			
Foreign Median			4.43	-	4.43	-	-	-	-	-	-			
Harding Loevner International Equity (HLMIX)	1,376,348	1.5	7.66 (2)	10.31 (-)	7.66 (2)	33.27 (-)	13.74 (-)	6.88 (-)	9.97 (-)	9.95 (-)	10.51 (-)		Jul-2020	
MSCI AC World ex USA (Net)			5.98	9.13	5.98	34.87	16.56	9.12	9.92	9.82	12.47			
Foreign Median			4.43	-	4.43	-	-	-	-	-	-			
Goldman Sachs GQG Ptnrs Intl Opportunities (GSIMX)	1,440,484	1.6	3.56 (78)	8.22 (-)	3.56 (78)	20.35 (-)	15.60 (-)	10.10 (-)	12.55 (-)	-	16.54 (-)		Sep-2023	
MSCI AC World ex USA (Net)			5.98	9.13	5.98	34.87	16.56	9.12	9.92	9.82	20.64			
Foreign Median			4.43	-	4.43	-	-	-	-	-	-			
<b>Total Fixed Income Composite</b>	<b>28,864,263</b>	<b>32.1</b>	<b>0.28</b>	<b>0.87</b>	<b>0.28</b>	<b>6.88</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7.49</b>		<b>Oct-2023</b>	
<b>Domestic Fixed Income Composite</b>	<b>24,652,094</b>	<b>27.4</b>	<b>0.27</b>	<b>0.78</b>	<b>0.27</b>	<b>7.01</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7.43</b>		<b>Oct-2023</b>	
Baird Core Plus (BCOIX)	8,319,412	9.3	0.21 (-)	0.69 (-)	0.21 (-)	7.04 (-)	4.52 (-)	0.46 (-)	2.67 (-)	2.80 (-)	2.75 (-)		May-2014	
Blmbg. U.S. Aggregate Index			0.11	0.58	0.11	6.85	3.65	-0.20	1.85	1.88	2.03			
Intermediate Core-Plus Bond Median			-	-	-	-	-	-	-	-	-			
DoubleLine Core Fixed Income (DBLFX)	8,265,808	9.2	0.34 (-)	1.07 (-)	0.34 (-)	7.23 (-)	4.52 (-)	0.58 (-)	2.12 (-)	2.40 (-)	1.93 (-)		Sep-2017	
Blmbg. U.S. Aggregate Index			0.11	0.58	0.11	6.85	3.65	-0.20	1.85	1.88	1.65			
Intermediate Core-Plus Bond Median			-	-	-	-	-	-	-	-	-			

See the disclosure page at the end of the report.

Asset Allocation & Performance

Total Fund

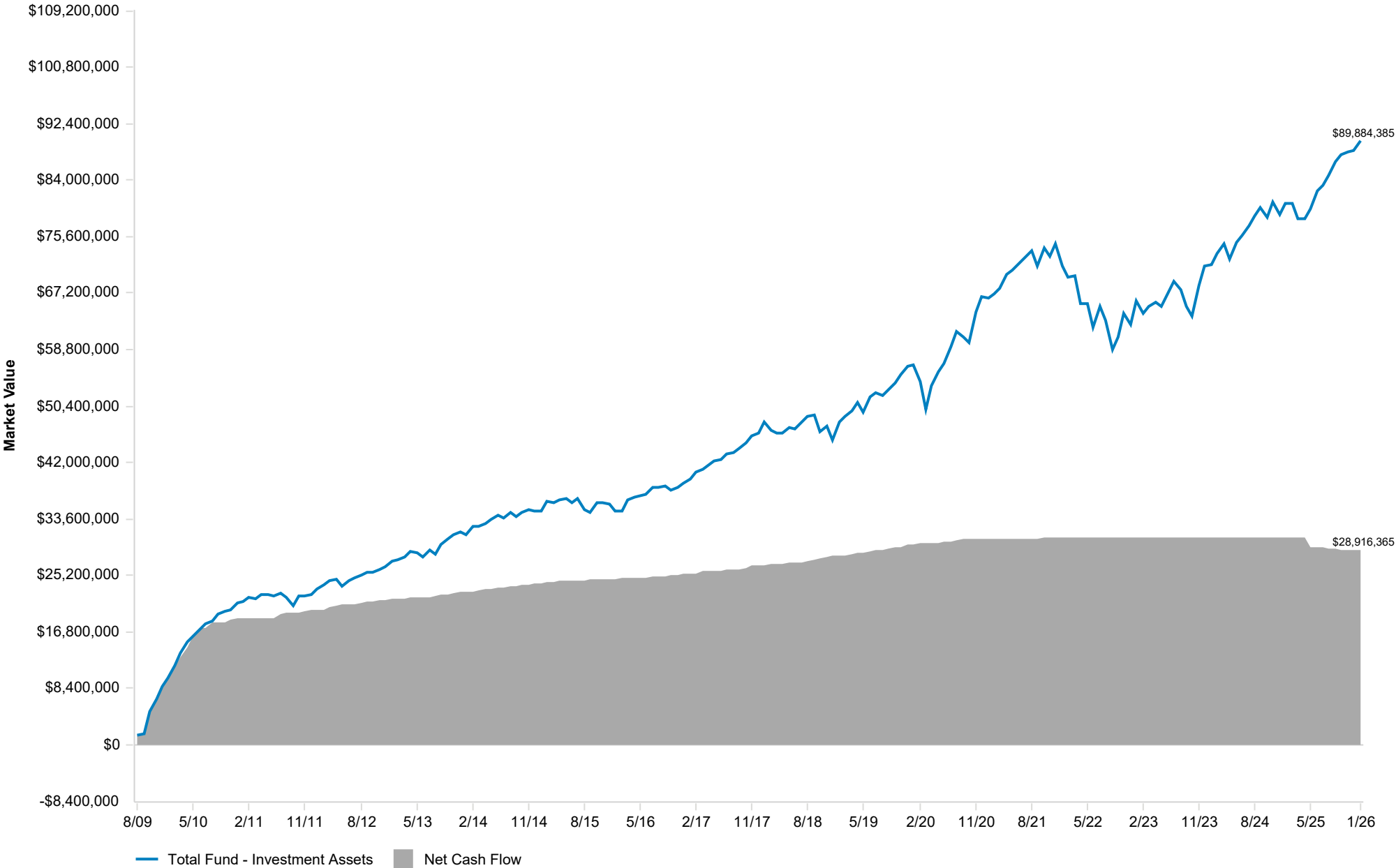
As of January 31, 2026

	Allocation		Performance(%)										Inception Date
	Market Value \$	%	MTH	QTR	YTD	1 YR	3 YR	5 YR	7 YR	10 YR	Inception		
iShares Core US Aggregate Bond ETF (AGG)	8,066,873	9.0	0.25 (-)	0.58 (-)	0.25 (-)	6.85 (-)	3.62 (-)	-0.22 (-)	1.82 (-)	1.84 (-)	3.62 (-)	Feb-2023	
Blmbg. U.S. Aggregate Index			0.11	0.58	0.11	6.85	3.65	-0.20	1.85	1.88	3.65		
Intermediate Core Bond Median			-	-	-	-	-	-	-	-	-		
<b>High Yield Fixed Income</b>	<b>4,212,169</b>	<b>4.7</b>	<b>0.33</b>	<b>1.43</b>	<b>0.33</b>	<b>6.06</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6.46</b>	<b>Nov-2024</b>	
MainStay MacKay High Yield Corp Bond Fund (MHYSX)	4,212,169	4.7	0.33 (-)	1.43 (-)	0.33 (-)	6.06 (-)	7.71 (-)	4.50 (-)	5.34 (-)	6.35 (-)	4.31 (-)	Jun-2021	
ICE BofA U.S. High Yield Index			0.48	1.64	0.48	7.54	8.80	4.52	5.49	6.67	4.42		
High Yield Bond Median			-	-	-	-	-	-	-	-	-		
<b>Real Return Assets Composite</b>	<b>2,691,085</b>	<b>3.0</b>	<b>0.00</b>	<b>1.63</b>	<b>0.00</b>	<b>6.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-0.41</b>	<b>Oct-2023</b>	
Boyd Watterson GSA Fund	2,691,085	3.0	0.00 (-)	1.63 (-)	0.00 (-)	6.00 (-)	-0.54 (-)	2.14 (-)	-	-	3.12 (-)	Jul-2019	
NCREIF Office Total Return			-	-	-	-	-	-	-	-	-		
IM U.S. Open End Private Real Estate (SA+CF) Median			-	-	-	-	-	-	-	-	-		
<b>Cash Equivalents Composite</b>	<b>480,590</b>	<b>0.5</b>	<b>0.30</b>	<b>0.93</b>	<b>0.30</b>	<b>4.11</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4.76</b>	<b>Oct-2023</b>	
First American Government Obligation - Z- (FGZXX)	480,590	0.5	0.30 (-)	0.93 (-)	0.30 (-)	4.11 (-)	4.80 (-)	3.23 (-)	2.62 (-)	2.12 (-)	1.72 (-)	Jan-2004	
ICE BofAML 3 Month U.S. T-Bill			0.29	0.92	0.29	4.09	4.80	3.23	2.69	2.21	1.76		
Money Market-Taxable Median			-	-	-	-	-	-	-	-	-		
<b>Total Fund - Liquidity Assets</b>	<b>53,032</b>	<b>0.1</b>	<b>0.30</b>	<b>0.94</b>	<b>0.30</b>	<b>4.13</b>	<b>4.76</b>	<b>3.21</b>	<b>2.60</b>	<b>2.10</b>	<b>1.28</b>	<b>Sep-2009</b>	
First American Government Obligation - Z (FGZXX)	53,032	0.1	0.30 (-)	0.94 (-)	0.30 (-)	4.13 (-)	4.76 (-)	3.21 (-)	2.61 (-)	2.11 (-)	1.71 (-)	Jan-2004	
ICE BofAML 3 Month U.S. T-Bill			0.29	0.92	0.29	4.09	4.80	3.23	2.69	2.21	1.76		
Money Market-Taxable Median			-	-	-	-	-	-	-	-	-		

See the disclosure page at the end of the report.

**Schedule of Investable Assets**  
**Total Fund - Investment Assets**  
 Since Inception Ending January 31, 2026

**Schedule of Investable Assets**



Data prior to 10/1/2023 was provided by the prior consultant.

As of 10/1/2023, Mariner began calculating client level returns for the underlying strategies and the asset class composites. Prior to this date, product returns are shown where possible. This data was not provided by the prior consultant.

Returns for periods greater than one year are annualized.

<b>Active Return</b>	- Arithmetic difference between the manager's performance and the designated benchmark return over a specified time period.
<b>Alpha</b>	- A measure of the difference between a portfolio's actual performance and its expected return based on its level of risk as determined by beta. It determines the portfolio's non-systemic return, or its historical performance not explained by movements of the market.
<b>Beta</b>	- A measure of the sensitivity of a portfolio to the movements in the market. It is a measure of the portfolio's systematic risk.
<b>Consistency</b>	- The percentage of quarters that a product achieved a rate of return higher than that of its benchmark. Higher consistency indicates the manager has contributed more to the product's performance.
<b>Distributed to Paid In (DPI)</b>	- The ratio of money distributed to Limited Partners by the fund, relative to contributions. It is calculated by dividing cumulative distributions by paid in capital. This multiple shows the investor how much money they got back. It is a good measure for evaluating a fund later in its life because there are more distributions to measure against.
<b>Down Market Capture</b>	- The ratio of average portfolio performance over the designated benchmark during periods of negative returns. A lower value indicates better product performance
<b>Downside Risk</b>	- A measure similar to standard deviation that utilizes only the negative movements of the return series. It is calculated by taking the standard deviation of the negative quarterly set of returns. A higher factor is indicative of a riskier product.
<b>Excess Return</b>	- Arithmetic difference between the manager's performance and the risk-free return over a specified time period.
<b>Excess Risk</b>	- A measure of the standard deviation of a portfolio's performance relative to the risk free return.
<b>Information Ratio</b>	- This calculates the value-added contribution of the manager and is derived by dividing the active rate of return of the portfolio by the tracking error. The higher the Information Ratio, the more the manager has added value to the portfolio.
<b>Public Market Equivalent (PME)</b>	- Designs a set of analyses used in the Private Equity Industry to evaluate the performance of a Private Equity Fund against a public benchmark or index.
<b>R-Squared</b>	- The percentage of a portfolio's performance that can be explained by the behavior of the appropriate benchmark. A high R-Squared means the portfolio's performance has historically moved in the same direction as the appropriate benchmark.
<b>Return</b>	- Compounded rate of return for the period.
<b>Sharpe Ratio</b>	- Represents the excess rate of return over the risk free return divided by the standard deviation of the excess return. The result is an absolute rate of return per unit of risk. A higher value demonstrates better historical risk-adjusted performance.
<b>Standard Deviation</b>	- A statistical measure of the range of a portfolio's performance. It represents the variability of returns around the average return over a specified time period.
<b>Total Value to Paid In (TVPI)</b>	- The ratio of the current value of remaining investments within a fund, plus the total value of all distributions to date, relative to the total amount of capital paid into the fund to date. It is a good measure of performance before the end of a fund's life
<b>Tracking Error</b>	- This is a measure of the standard deviation of a portfolio's returns in relation to the performance of its designated market benchmark.
<b>Treynor Ratio</b>	- Similar to Sharpe ratio but utilizes beta rather than excess risk as determined by standard deviation. It is calculated by taking the excess rate of return above the risk free rate divided by beta to derive the absolute rate of return per unit of risk. A higher value indicates a product has achieved better historical risk-adjusted performance.
<b>Up Market Capture</b>	- The ratio of average portfolio performance over the designated benchmark during periods of positive returns. A higher value indicates better product performance.

Mariner Institutional compiled this report for the sole use of the client for which it was prepared. Mariner Institutional is responsible for evaluating the performance results of the Total Fund along with the investment advisors by comparing their performance with indices and other related peer universe data that is deemed appropriate. Mariner Institutional uses the results from this evaluation to make observations and recommendations to the client. Mariner Institutional uses time-weighted calculations which are founded on standards recommended by the CFA Institute. The calculations and values shown are based on information that is received from custodians. Mariner Institutional analyzes transactions as indicated on the custodian statements and reviews the custodial market values of the portfolio. As a result, this provides Mariner Institutional with a reasonable basis that the investment information presented is free from material misstatement. This methodology of evaluating and measuring performance provides Mariner Institutional with a practical foundation for our observations and recommendations. Nothing came to our attention that would cause Mariner Institutional to believe that the information presented is significantly misstated.

This performance report is based on data obtained by the client's custodian(s), investment fund administrator, or other sources believed to be reliable. While these sources are believed to be reliable, the data providers are responsible for the accuracy and completeness of their statements. Clients are encouraged to compare the records of their custodian(s) to ensure this report fairly and accurately reflects their various asset positions.

The strategies listed may not be suitable for all investors. We believe the information provided here is reliable, but do not warrant or guarantee its accuracy or completeness. Past performance is not an indication of future performance. Any information contained in this report is for informational purposes only and should not be construed to be an offer to buy or sell any securities or any investment advisory services.

**Please note that Neuberger Berman (NB) owns a non-controlling minority stake in Mariner. Certain NB strategies may hold an allocation to the investment in Mariner. For specific impacted strategies, please reach out to your investment consultant or Mariner Institutional at [institutionalcompliance@mariner.com](mailto:institutionalcompliance@mariner.com)**

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**\*IMPORTANT DISCLOSURE INFORMATION RE COALITION GREENWICH BEST INVESTMENT CONSULTANT AWARD (formerly known as the Greenwich Quality Leader Award):**

The awards are not indicative of any future performance. The awards or any other rankings and/or recognition by unaffiliated rating services and/or publications should not be construed as a guarantee that a client will experience a certain level of results or satisfaction, nor should it be construed as a current or past endorsement by any of our clients. No fee was paid to participate in this award survey.

The 2024-25 award was issued in February 2025, based on data from February to September of 2024. The 2023 award was issued in April 2024, based on data from Feb to November of 2023. The 2022 award was issued in April 2023, based on data from Feb to November of 2022. The 2021 award was issued in April of 2022, based on data from July to October 2021. Data was collected via interviews conducted by Coalition Greenwich. The 2024 and 2023 awards were issued to Mariner Institutional (formerly AndCo Consulting). The 2021 and 2022 awards were issued to AndCo, prior to becoming Mariner Institutional. The methodology: For the 2024-25 Coalition Greenwich Best Investment Consultant Award for Overall U.S. Investment Consulting – Midsize Consultants – Between February and September 2024, Crisil Coalition Greenwich conducted interviews with 699 individuals from 563 of the largest tax-exempt funds in the United States. For the 2023 Greenwich Best Investment Consultant Award for Overall U.S. Investment Consulting – Midsize Consultants – Between February and November 2023, Coalition Greenwich conducted interviews with 708 individuals from 575 of the largest tax-exempt funds in the United States. For the 2022 Greenwich Best Investment Consultant Award for Overall U.S. Investment Consulting – Midsize Consultants – Between February and November 2022, Coalition Greenwich conducted interviews with 727 individuals from 590 of the largest tax-exempt funds in the United States. For the 2021 Greenwich Best Investment Consultant Award – Overall U.S. Investment Consulting – Midsize Consultants – Between July and October 2021, Coalition Greenwich conducted interviews with 811 individuals from 661 of the largest tax-exempt funds in the United States. These U.S.-based institutional investors are corporate, public, union, and endowment and foundation funds with either pension or investment pool assets greater than \$150 million. Study participants were asked to provide quantitative and qualitative evaluations of their asset management and investment consulting providers, including qualitative assessments of those firms soliciting their business and detailed information on important market trends.

TO: General Manager/ Chief Executive Officer  
FROM: Chief Information Officer  
SUBJECT: Information Technology Division (ITD) Report for January 2026  
DATE: February 11, 2026



## Innovation

### IT Operations Activities:

#### Help Desk:

- Processed 376 work orders and requests for assistance in January.
- Staff continued work with the Senior Systems Engineers on the Microsoft Intune mobile device management implementation.

#### Linux Administrators:

- Focused efforts on integrating monitoring software with other enterprise systems.
- Performed auditing on host systems and took remediation actions where anomalies were identified.

#### Systems Engineering:

- Work efforts continue with Electrical and Instrumentation staff in moving technology equipment and fiber runs at the former Chesapeake-Elizabeth treatment plant in preparation for the demolition of several structures at the plant site. Completion is expected by May 2026.
- Initial configuration for multiple network switch replacements across the district began.
- Assisted with fiber repairs at the Atlantic Treatment Plant.
- Performed an upgrade to HRSD main data storage system to remediate a critical security vulnerability.
- Work efforts began on fiber channel switches in preparation for an upcoming storage replacement project.
- Evaluations of backup and recovery solutions for Operation Technology environments took place.
- Built new Aveva PI servers in preparation for an Aveva PI system upgrade.
- Performed ongoing vulnerability remediation for workstations and servers

### Enterprise Applications Services:

- Oracle developers, in collaboration with Finance division staff, successfully Implemented a new travel per diem policy process in the ERP system.
- Programming staff continues to work with the Customer Care Center staff in completion of various Customer Care & Billing system projects in preparation for the start of the Oracle Cloud Service implementation anticipated to begin in late 2026.

### Cybersecurity:

- An intelligence-driven IT centered cybersecurity tabletop exercise was performed in collaboration with a third-party partner to rigorously evaluate the organization's current incident response plan. The exercise simulated realistic threat scenarios to assess preparedness, decision-making, communication flows, and coordination across internal IT teams. Outcomes included identification of gaps, validation of existing controls, and actionable recommendations to strengthen incident response capabilities and overall cyber resilience.

- Cybersecurity staff and Senior System Engineers continue their work efforts to enhance security on operational technology systems.

#### Division collective work efforts:

- ServiceNow project implementation system configuration phase continues. This project involves all work center in Information Technology.
- IT staff continue engagements in workshops related to Data Governance and Data Loss Prevention (DLP) with Microsoft 365 Purview configurations. Data collections processes are in place and pilot testing phase to begin in February.
- IT staff are actively working on 96 projects, with 40 projects on the intake cue.



### **Talent**

- The Chief Information Security Officer delivered a Lunch & Learn session for IT staff to increase organizational awareness of the plan, strategies, and security model being implemented to safeguard HRSD's operational technology environment, including an overview of key risks, protective controls, and stakeholder responsibilities.
- Mr. Brian Zhang, new Senior Programmer Analyst, began his new position.
- Mr. Bill Fosket, Senior Systems Internetworking Engineer, was promoted to Operational Technology Cybersecurity Manager.
- Recruitment for the IT Senior Project Manager, Senior Systems Engineer-Microsoft Cloud, and Oracle Developer are ongoing with interviews expected to take place in late January and early February.



### **Community Engagement**

- Chief Information Security Officer, worked closely with water and wastewater utilities, in partnership with WaterISAC, to design and implement an enhanced threat intelligence-sharing program that integrates both cyber and physical security information. The program will prioritize speed, clarity, and usability so that actionable intelligence is disseminated in a more expedient manner, enabling utilities to take timely action, strengthen situational awareness, and support faster response and risk mitigation efforts across the sector.
- Chief Information Security Officer participated in a Hampton Roads-focused cybersecurity tabletop exercise hosted by the U.S. Coast Guard and led by the Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (CISA). The exercise emphasized coordinated planning, threat preparedness, and defense and response strategies for anticipated regional activities, with a focus on regional collaboration and operational readiness.

Respectfully,

*Mary Corby*

Chief Information Officer

TO: General Manager/Chief Executive Officer  
FROM: Chief Operating Officer  
SUBJECT: Operations Monthly Report for January 2026  
DATE: February 11, 2025



## Community Engagement

Staff participated in several community events as follows:

1. On January 20, South Shore (SS) Interceptor Operations staff held a locality collaboration meeting with City of Virginia Beach Public Utilities staff to discuss operational issues, initiatives, and projects.
2. On January 21, Ms. Mackenzie Rickard, Engineering Specialist with SS Interceptor Operations, gave a virtual presentation on career opportunities in the water sector to Saunders Middle School in Prince William County in conjunction with the Career Investigations program and the Joint Virginia Water Environment Association (VWEA) and Virginia Section of the American Water Works Association (VA AWWA) Work for Water Committee.
3. On January 28, North Shore (NS) Interceptor Operations staff met with Mr. Mike Lang of New Kent County and members of Bowman Consultants to provide an overview of HRSD's pressure control valves and system operations in the Williamsburg Treatment Plant (WBTP) Service Area. The discussion focused on assisting New Kent County with the operation of a long-distance, low-flow force main that experiences vacuum conditions. New Kent County expressed appreciation for the exchange of ideas and shared experiences.
4. NS Interceptor Operations met with members of the Navy's TANG Program (Tactical Advancements for the Next Generation), a multi-organizational team of design thinkers focused on challenges across the Department of Defense and accelerating delivery of innovative, adoptable solutions. HRSD and TANG exchanged ideas on operational improvements, interconnected assets, proactive maintenance actions, and other key insights. Both groups presented current activities to brainstorm possible overlaps and improvements to both organizations.



## Environmental Responsibility

### Treatment and Interceptor System Reportable Items:

There were multiple events reported this month. Additional details are available in the Air and Effluent Summary in the Water Quality monthly report.

## **Internal Air and Odor Compliance:**

There were multiple events reported this month. Additional details are available in the Air and Effluent Summary in the Water Quality monthly report.

1. WBTP lost odor control at odor scrubber train D due to a tripped high voltage breaker. Staff reset the breaker and odor control was restored. One additional odor scrubber exhaust exception occurred due to higher than normal H<sub>2</sub>S levels. Chemical feed to the scrubber was increased to lower effluent H<sub>2</sub>S levels.
2. Army Base Treatment Plant had one exception due to shutdown of odor control scrubbers for more than one hour caused by a broken fan belt. The belt and sheaves were replaced.
3. Virginia Initiative Plant (VIP) experienced one exception due to emergency bypass opening when the ID fan was shut down after a power blip. Flow was restored, and the ID fan was restarted.

## **Additional Topics of Interest:**

1. James River Treatment Plant (JRTP) Projects:
  - a. Advanced Nutrient Removal Improvements:
    - i. Grout was placed to provide slope in #2 Secondary Clarifier effluent trough and work was done on the weir covers.
    - ii. The moving bed bioreactor (MBBR) was placed in service using temporary pumps pending installation of the permanent duct bank.
  - b. Sustainable Water Initiative for Tomorrow (SWIFT):
    - i. Construction continued including ozone system wiring, heating ventilation and air conditioning, chemical system piping, plumbing, ductwork, electrical and well building construction.
2. New nutrient removal requirements came into effect at JRTP with the start of the new year. Methanol feed began to meet lower nitrogen limits. Initial control issues were resolved with the contractor.
3. Due to prolonged freezing temperatures in December, the caustic line at Boat Harbor Treatment Plant (BHTP) supplying the primary clarifiers ruptured beneath the roadway. Staff installed a temporary line until permanent repairs could be completed in January. The odor control system was shut down for two days while staff permanently replaced the damaged caustic line.
4. Nansemond Treatment Plant (NTP) and Construction Support Team (CST) staff started up and tested aeration tank #6, which has the new Partial Denitrification/Anammox (PdNA) media installed in the second anoxic zone. The stress testing went well, and the tank seems to be operating as expected so far, minus concerns for proper flow splits across the aeration tanks.
5. The total volume of SWIFT Research Center recharge into the Potomac aquifer for the month of January was 3.74 million gallons (MG) (13.0 % Recharge Time based on 650gpm). The reasons for the lower recharge include the granular activated carbon (GAC) conditioning

lasting seven days, high influent turbidities, and then a broken mechanism in the sedimentation tanks that had to be ordered and replaced.

6. Atlantic Treatment Plant (ATP) Emergency Generator #1 failed during routine preventative maintenance due to an “AC Overvoltage” condition. Electrical and Instrumentation (E&I) staff are actively working with Cummins to resolve the issue.
7. On January 7, SS Interceptor Operations supported the City of Virginia Beach Public Utilities by operating a branch valve so the city could install an isolation valve on the city’s force main.
8. Staff installed a Jarbalyzer to monitor ammonia, nitrate, nitrite and phosphate at JRTP Aeration Effluent Channel. This analyzer will serve as a check for all nine aeration tanks’ nutrient monitoring equipment and can be used to correct those values if desired.
9. Staff continue development of an autosampler that will be used for partially attended operations. The Treatment Division identified a need to preserve regulatory composite samples automatically to meet permit requirements. The current operation involves the night shift operator pouring off the day’s composite sample into containers with preservation shortly after midnight. The new autosampler will take a flow weighted composite sample and preserve the samples automatically.
10. Electrical and Instrumentation (E&I) staff identified and repaired a Remote Switch Operator (RSO) used to operate the main circuit breaker in the Gravity Belt Thickener (GBT) Building at WBTP. The RSO can be considered safety equipment to keep personnel out of the arc flash boundary.
11. Material Transportation & Logistics (MTL) staff have hauled 37 loads of Ash for a total of 289 dry tons. They also hauled 161 loads of primary clarifier solids and 108 loads of thickened waste activated biosolids for a total of 7,600 wet tons. In addition, 103 loads were hauled from ATP to McGill Composting Facility totaling 2,247 wet tons.



## Financial Stewardship

1. MT&L team assisted with hauling digested solids from the West Point Treatment Plant (WPTP) to WBTP. Due to below freezing temperatures, the dewatering trailer could not operate without freezing, and this internal hauling support helped maintain operations and avoid potential contractor costs.
2. Through extensive monitoring, Small Communities Department (SCD) staff has been reducing alum addition at King William Treatment Plant (KWTP) and in January were able to eliminate alum use completely by relying solely on biological phosphorus removal while maintaining compliance with a permitted 0.05 mg/L of Total Phosphorus limit.
3. On January 20, SS Interceptor Operations partnered with NTP staff to clean the Regional Residuals Facility (RRF) removing approximately six cubic yards of material from the grit traps and bar screen trough to maintain peak operating efficiency. By working together and utilizing internal resources, this effort resulted in daily cost savings of approximately \$6,000.
4. The CST made significant progress across multiple sites by completing cleanup, assessments, and critical installation work that’s reduces reliance on contractors and supports future capital

and maintenance planning. At ATP, the team improved staging and housekeeping by relocating centrifuge parts and redeploying equipment, increasing operational readiness and reducing storage and handling inefficiencies. At WPTP and VIP, the team conducted comprehensive site assessments for Pump Stations #6 and #7, evaluating mechanical and electrical components, access limitations, and overall station conditions to support upcoming work, improving planning accuracy and helping avoid costly change orders and delays. CST also completed demolition and installation of new pumps at JRTP, including piping modifications and final connections, delivering this work in-house and generating substantial cost savings when ensuring reliable system performance.

5. The Machine Shop has 15 work orders in progress including three pump rebuilds and fabrication. This level of in-house support provides cost savings, improves reliability, and reduces lead times for new equipment and materials.



### **Innovation**

1. A pilot project is being initiated at the SWIFT Research Center to simulate a recharge well pre-packed screen, annular gravel pack, and aquifer sand material to refine our understand of well clogging mechanisms. This work involves the construction of a small upflow column with each of the components listed above positioned vertically in series. The objective is to minimize the rate of recharge well clogging and to enhance well injectivity rehabilitation methods.
2. Staff collaborated to develop functional programming for the Onancock Treatment Plant equalization pumps. This program allows the equalization pumps to operate in automatic and flow control, improving equalization through the plant.



### **Talent**

1. NS Interceptor Operations hired three new employees that began employment during the month of January. We welcome Mr. Santino Granato as an Operations Manager, Mr. Shaquille Boone as a Heavy Equipment Operator, and Mr. Kevin Banty as a Maintenance Assistant.
2. The Support Services Department welcomed Ms. Niakayla Claude as a new member of the custodial staff.

Respectfully submitted,

Eddie M. Abisaab, PE, PMP  
Chief Operating Officer

[Attachment: MOM Reporting](#)

## MOM Reporting Numbers

MOM #	Measure Name	Measure Target	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
2.7	# of PS Annual PMs Performed (NS)	37	3	2	3	4	1	4	3					
2.7	# of PS Annual PMs Performed (SS)	53	3	3	3	1	2	4	5					
2.7	# of Backup Generator PMs Performed	4.6	11	14	14	24	7	4	12					
2.8	# of FM Air Release Valve PMs Performed (NS)	1,550	307	401	318	362	217	237	236					
2.8	# of FM Air Release Valve PMs Performed (SS)	1,550	232	58	147	90	39	134	122					
2.9	# of Linear Feet of Gravity Clean (NS)	2,417	4,434	3,606	3013	2246	5828	5,517	2,186					
2.9	# of Linear Feet of Gravity Clean (SS)	2,417	1,070	1112	1774	171	1400	1,773	1,319					

TO: General Manager  
FROM: Chief People Officer  
SUBJECT: Talent Management Monthly Report for January  
DATE: February 24<sup>th</sup>, 2026



## Talent

In January, HRSD advanced key priorities in staffing, employee engagement, leadership development, and safety. Human Resources filled critical needs through active recruitment, launched the Awardco recognition platform with strong participation, and continued policy and wellness initiatives. Learning and Development expanded apprenticeship and career pathway programs, and supported workforce growth. Safety and Security maintained strong compliance and preparedness efforts, supported security operations and planning, and completed the month with no work-related injuries requiring medical treatment.

### Human Resources (HR)

#### Talent Acquisition

- **Recruitment campaigns launched: 12**
- **Job offers accepted: 10**

#### Policy Review & Updates

- Inclement weather
- Corrective action
- Progressive discipline
- Grievance procedures

#### Employee Recognition (Awardco)

- Awardco recognition and rewards platform successfully launched
- **Training sessions delivered: 10**
- **First-month engagement:**
  - 42% of HRSD staff logged into the platform
  - 221 peer-to-peer recognitions submitted
  - 44 service anniversary recognitions
  - 68 birthday recognitions

#### Wellness Program

- Health plan education
- Wellness presentations

- Individual and group coaching
- Virtual guided meditation sessions

## Learning & Development (L&D)

### Leadership Development

- Hosted annual leadership retreats
  - Participants: Directors and Chiefs
  - Purpose: Organizational discussions, alignment, and priority setting
  - Outcome: Strengthened leadership connection and collaboration

### LAMA Program

- Hosted orientation for new LAMA cohort
- **Participants:** 10 leaders from across the organization
- Focus on applied leadership development through a new wicked problem

### Outreach & Engagement

- Continued work center visit series
  - Middle Peninsula
  - Accounting
  - P3
- Purpose: Connect employees with L&D staff and reinforce awareness of learning and career resources

### Apprenticeship Program

- Launched **Term 3** with strong momentum
- **Instructional offerings:**
  - 16 class sections
  - 11 courses
- Welding instruction expanded to Wednesdays and Thursdays to support increased enrollment
- Conducted ADA accessibility compliance session for instructors
- Collaboration with Virginia Beach Public Works Academy
  - Classroom-to-Operations connection via beneficial reuse presentation

### Career Pathways Program

Program Activity	
New participants	10
Total appointments	18
Active participants	14
Confirmed interviews	6

- Half of new participants focused on career mapping

- Several interviews resulted from prior-month foundational work, demonstrating sustained engagement and impact

## Safety and Security

### Safety Inspections & Training

Activity	Metric
Safety Inspections	11
Safety Training Sessions	10
Construction Site Walks	8
Contractor Safety Briefings	5

### Regulatory & Emergency Preparedness

- Finalized and submitted **2025 OSHA 300 Log** to the Department of Labor
- Distributed OSHA posting forms to all work centers
- Ongoing efforts include:
  - Updating treatment plant emergency response procedures
  - Preparing for annual emergency response training
  - Entering chemical inventory data for 2025 SARA Title III reporting (EPA and DEQ)
- Reviewed and updated the department's five-year strategic roadmap

### Security Operations & Planning

- Participated in cross-project coordination meetings at Nansemond and Boat Harbor
- Conducted meetings with internal and external partners on:
  - Gate access
  - Perimeter security
  - Camera systems
  - Radio communications
  - Mobile security camera trailers
- Completed FY27 budget planning discussions
- Coordinated severe weather response efforts
  - Internal meetings and email communications
  - Mass Emergency Notification System
- Provided iLOQ training and supported system installations
- Prepared for February rollout of Alta visitor and phone directory kiosk at 1434 Air Rail

January Incident Summary		
Event	January	Previous Month
Auto Accident/property damage incident	3	5
Work-related injuries requiring medical attention	0	4
Accident resulting in lost time	0	0

Respectfully submitted,

*Christina Gibson*

Chief People Officer

TO: General Manager/ Chief Executive Officer  
FROM: Chief of Water Quality (CWQ)  
SUBJECT: Monthly Report for January 2026  
DATE: February 11, 2026



## Environmental Responsibility

### HRSD's Regulatory Activities:

- Monthly Discharge Monitoring Report (DMR) Summary and Items of Interest: [Effluent and Air Emissions Summary](#).
- 6 Permit Exceedances out of 32,588 Total Possible Exceedances to date in FY2026.
- 100.1 million pounds of pollutants removed to date in FY2026.
- The Central Middlesex permit was reissued on January 31, with an effective date of February 1.

### Pretreatment and Pollution Prevention (P3) Program Highlights:

- No civil penalties were issued in January.

### Environmental and Regulatory Advocacy

Chief participated in the following advocacy and external activities:

- Legislative advocacy: participating with the Virginia Biosolids Council and the Virginia Association of Municipal Wastewater Agencies (VAMWA), and HRSD's own team, engaged with legislators on topics related to the Water Quality Improvement Fund (WQIF) and per- and polyfluoroalkyl substances (PFAS) management in biosolids. This is an extremely active legislative session for both issues and we're working to secure WQIF funding to meet the predicted needs over the next biennium and we're also working to ensure that a workable approach to managing PFAS in biosolids is implemented, beginning with a structured monitoring program.
- Virginia Forever Membership Committee meeting: Discussed recruiting and engagement activities for the coming year.
- US Water Alliance's working group for Community-led Regionalization to discuss best practices for incentivizing regionalization.
- Co-chaired the Chesapeake Bay Program's Wastewater Treatment Workgroup to discuss wastewater-related updates to the watershed model.



## Financial Stewardship

- HRSD's Municipal Assistance Program (MAP)
  - Provided sampling and analytical services on a cost-reimbursement basis to the following:
    - City of Fredericksburg
    - Northumberland County
    - Spotsylvania County
    - Westmoreland County



## Talent

- Welcomed Kate Leonard as a P3 Technician in our North Shore field office.



## Community Engagement

- Provided a briefing on SWIFT and nutrient reduction strategy for the State of the York Watershed System educational series.
- Microbial Source Tracking (MST) partnering localities and projects.
  - City of Chesapeake (Southern Branch)
  - City of Hampton (southeast)
  - City of Newport News (Hilton Beach)
  - City of Suffolk (downtown)
  - City of Virginia Beach (Thalia Creek)
  - James City County

Respectfully submitted,

*Jamie Heisig-Mitchell*  
Chief of Water Quality

### EFFLUENT SUMMARY FOR JANUARY 2026

PLANT	FLOW mgd	% of Design	BOD mg/l	TSS mg/l	FC #/UBI	ENTERO #/UBI	TP mg/l	TP CY Avg	TN mg/l	TN CY Avg	CONTACT TANK EX
ARMY BASE	8.91	50%	5	4.7	1	1	0.26	0.26	4.4	4.4	21
ATLANTIC	42.64	79%	9	13	1	2	NA	NA	NA	NA	3
BOAT HARBOR	10.24	41%	4	3.3	1	1	0.19	0.19	11	11	5
CENT. MIDDLESEX	0.019	77%	<2	<1.0	<1	<1	NA	NA	NA	NA	NA
JAMES RIVER	11.54	58%	13	13	5	2	0.75	0.75	6.4	6.4	27
KING WILLIAM	0.093	93%	1	0.33	NA	<1	0.11	0.11	2.2	2.2	NA
NANSEMOND	15.80	53%	10	13	33	1	1.2	1.2	5.4	5.4	7
ONANCOCK	0.242	32%	<2	0.51	1	1	0.26	0.26	3.2	3.2	NA
CHINCOTEAGUE (SB)	0.011	29%	3	8.6	4	>10	NA	NA	NA	NA	1
URBANNA	0.047	47%	10	17	3	11	2.8	2.8	11	11	NA
VIP	24.00	60%	5	3.6	3	2	0.46	0.46	3.4	3.4	3
WEST POINT	0.342	57%	25	10	<1	1	2.8	2.8	22	22	0
WILLIAMSBURG	7.55	34%	6	6.0	1	2	0.75	0.75	2.6	2.6	29
YORK RIVER	11.31	75%	4	0.84	1	3	0.13	0.13	6.2	6.2	19
	<u>132.76</u>										

% of  
Capacity

North Shore	49%
South Shore	64%
Small Communities	44%

**AIR EMISSIONS SUMMARY FOR JANUARY 2026**

	No. of Permit Deviations below 129 SSI Rule Minimum Operating Parameters							Part 503e Limits			
	Temp 12 hr ave (F)	Venturi(s) 12 hr ave (in. WC)	PD 12 hr ave (GPM)	Precooler Flow 12 hr ave (GPM)	Venturi Flow 12 hr ave (GPM)	Tray/PBs Flow 12 hr ave (GPM)	Scrubber pH 3 hr ave	Any Bypass Stack Use	THC Mo. Ave (PPM)	THC DC (%)	BZ Temp Daily Ave Days >Max
MHI PLANT											
BOAT HARBOR	0	0	0	0	0	0	0	1	9	100	0
VIP	0	0	0	0	0	0	0	1	30	100	0
WILLIAMSBURG	0	0	0	0	0	0	0	1	26	79	0

**ODOR COMPLAINTS**

ARMY BASE	0
ATLANTIC	3
BOAT HARBOR	0
JAMES RIVER	0
NANSEMOND	0
VIP	0
WILLIAMIBURG	0
YORK RIVER	2
NS OPS	1
SS OPS	0
SCD	0
NON-HRSD	1

## **Items of Interest – January 2026**

### **MULTIPLE HEARTH INCINERATION (MHI)**

Total Hydrocarbon (THC) monthly averages (not to exceed 100 ppm) were met by all three operating MHI plants (Boat Harbor, Virginia Initiative, and Williamsburg). The THC continuous emissions monitoring (CEM) valid data capture was 79% or more.

The three operating MHI plants had zero (0) 129 operating parameter deviations and three (3) minor uses of the emergency bypass stack (<60 minutes), and zero (0) reportable uses of the MHI bypass (>60 minutes).

On 1/23/26 the NESHAP RICE Semi-annual Compliance Reports for NTP and BHTP for the period of 7/1/25-12/31/25 were submitted to DEQ and EPA. The NESHAP RICE 2025 Annual Compliance Reports for ATP, ATP CHP, and YRTP were also submitted to EPA on the same day.

On 1/27/26 the ATP Permanent Boiler Notification per NSPS 40 CFR Part 60, Subpart Dc was submitted to both DEQ and EPA. This notification is for the new temporary rental THP boiler that has been onsite operating since August 1, 2025.

On 1/28/26 the six-month 129/MMMM Deviation Reports for the period of 7/1/25-12/31/25 were submitted to DEQ for the four Title V permitted treatment plants.

The final BHTP 129/MMMM Stack Test Results Report for MHI #1 was submitted to DEQ and EPA. The test results demonstrated full compliance with 129 emission limits, with all parameters falling under 75% of their respective limits.

### **AIR PERMITS and ODOR CONTROL**

There was a total of seven (7) odor complaints this month.

York River Treatment Plant received two (2) odor complaints from the neighbor at 718 Back Creek Rd. YR Ops did not identify any unusual odors/issues at the plant when the complaints were reported. A septage dump along with worst case Met conditions occurred in the approximate timeframe of one of the neighbor's complaints, which could have contributed to temporarily increased odors at the plant. A TSD employee who lives near YRTP was able to drop by the area ~17:45 to make odor observations under the same wind conditions and did not observe any odors on Back Creek Road around her residence. TSD also reached out to York County Utilities about the neighbor's indoor odor problems on 2/2/26. They reported that they would send out a crew to check her system and make any needed adjustments to her vacuum system connection that they could find. TSD and Operations are continuing to monitor odors in the area and try to identify any ways to minimize offsite plant odors that may be impacting her.

Atlantic Treatment Plant received three (3) odor complaints. These complaints came from the neighbor on Kitimal Drive. Plant staff respond to these complaints and take corrective action as needed. Digester gas pressures have been running high, which may have contributed to some of these complaints. ATP Ops are working diligently to empty condensate traps and equalize gas across the system. Communications personnel provides responses to our neighbors as appropriate and TSD records the complaints in the air permit required odor complaint log.

The new Willard Avenue Pump Station received one (1) odor complaint from a next-door neighbor on 1/4/26. The complaint was received by the Project Manager in the evening and TSD responded the following day noting some ambient H<sub>2</sub>S odors around the OCS, with average ambient Jerome readings ~ 10 ppb. NS Ops had reported on 12/31/25 that the recirculation pump for the biological scrubber went into overload and failed and was not able to be reset. E&I found that the pump is seized and needs to be repaired or replaced. TSD confirmed the recirc pump was not running, hindering the performance of the biological portion of the OCS. TSD sulfide measurements on 1/5/26 and throughout the rest of the month indicate the carbon unit is increasingly doing most of the odor treatment. Final carbon exhaust H<sub>2</sub>S concentrations have been holding at 0.0 ppm or single digit ppb values. Design and Construction staff reported that they would put the repair/replace order out to Kiewit with indicated urgency and would also issue a warranty claim to them through Unifier to track it.

One (1) odor complaint was submitted to the ATP Outreach email regarding potable water odors from a resident in Portsmouth. Communications responded with contact information for the City of Portsmouth Utilities.

## **TREATMENT**

### Atlantic

On January 7, non-potable water (NPW) containing Fat, Oil, and Grease (FOG) was released when a pump valve was inadvertently left open. Plant staff noticed the tank level dropping quickly after receiving a FOG delivery and discovered the open valve. The visible FOG that spilled along with some of the NPW was recovered with approximately 1,500 gallons soaking into the ground. Plant staff installed a threaded plug on the discharge side of the valve to minimize risk of future spills.

### Nansemond

On January 6, NPW was released when a contractor hit a buried line while digging between plant digesters. Plant staff recovered 3,600 gallons from the excavation site and plant retention pond. Approximately 200 gallons of chlorinated NPW were unrecoverable from the ground.

### Nansemond, Cont.

On January 12, three consecutive chlorine residual exceptions were recorded due to insufficient Sodium Hypochlorite and Ammonium Sulfate feed during the morning increase in plant flow. The operator increased the chemical feed and ratios, allowing 30-minute residuals to increase and stabilize.

### Virginia Initiative

On January 29, a bad mechanical seal and a clogged drain line from the Nitrified Recycle pump resulted in the release of process flow. Approximately 30 gallons of aeration effluent were unrecovered from the ground.

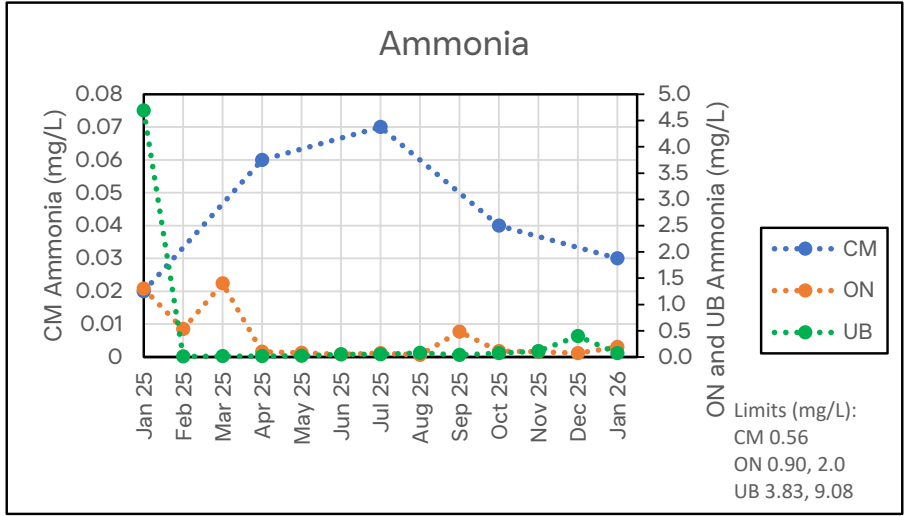
## **SYSTEM/TREATMENT, SMALL COMMUNITIES, AND EASTERN SHORE**

### King William collection system

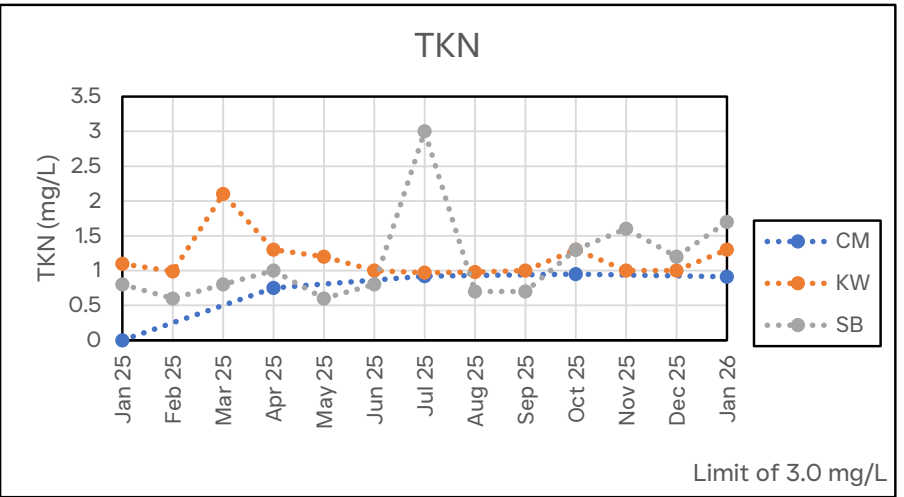
On January 10, heavy rainfall inundated the collection system area resulting in an overflow of low rim manhole KW-MH-C20. The Richmond area received 1.91" of rainfall and King William County was under a flood advisory. Staff confirmed the station pumps and the permanent mounted diesel bypass pump were operating properly. Solid debris was removed and lime spread to affected areas. Approximately 3,100 gallons of raw wastewater were released to the ground and Moncuin Creek.

During data review, it was identified that a pH sample for Reuse was not recorded on January 28, 2026. When staff arrived at the treatment plant, flow was being directed to Outfall. An outfall pH sample was collected and recorded at 7.0. The Reuse turbidity line was frozen due to severe cold weather conditions, and false high turbidity readings caused by ice in the analyzer lines triggered an interlock that prevented flow from being directed to Reuse. Staff worked to thaw the Reuse turbidity line and successfully resolved the issue. Reuse flow resumed at 11:00 AM; however, staff did not record a Reuse pH sample after flow was restored. Staff will be retrained on sampling requirements related to both outfall and Reuse monitoring.

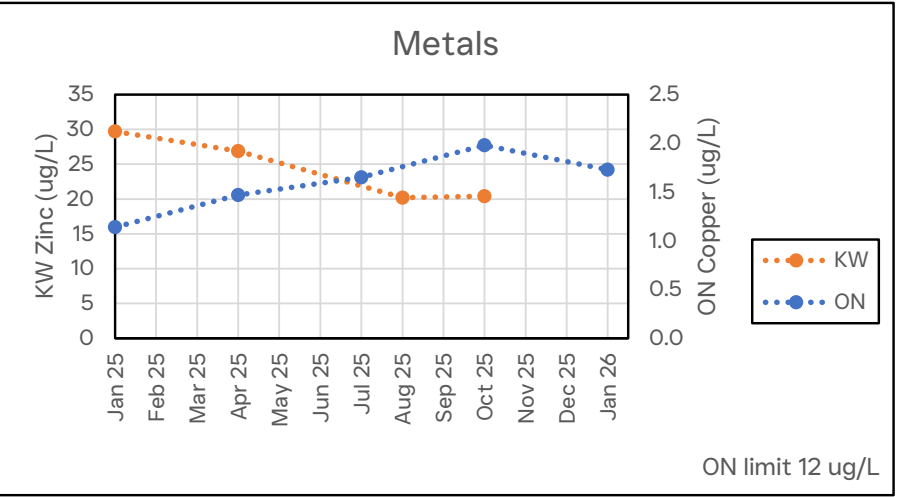
	Ammonia		
	CM	ON	UB
Jan 25	0.02	1.3	4.7
Feb 25		0.53	0.01
Mar 25		1.4	0.02
Apr 25	0.06	0.10	0.02
May 25		0.08	0.02
Jun 25		0.05	0.05
Jul 25	0.07	0.07	0.05
Aug 25		0.04	0.08
Sep 25		0.48	0.04
Oct 25	0.04	0.11	0.07
Nov 25		0.10	0.11
Dec 25		0.07	0.40
Jan 26	0.03	0.19	0.07



	TKN		
	CM	KW	SB
Jan 25	<0.50	1.1	0.80
Feb 25		0.99	0.60
Mar 25		2.1	0.80
Apr 25	0.75	1.3	1.0
May 25		1.2	0.60
Jun 25		1.0	0.80
Jul 25	0.92	0.97	3.0
Aug 25		0.98	0.70
Sep 25		1.0	0.70
Oct 25	0.95	1.3	1.3
Nov 25		1.0	1.6
Dec 25		1.0	1.2
Jan 26	0.91	1.3	1.7



	Zinc	Copper
	KW	ON
Jan 25	30	1.1
Feb 25		
Mar 25		
Apr 25	27	1.5
May 25		
Jun 25		
Jul 25		1.7
Aug 25	20	
Sep 25		
Oct 25	20	2.0
Nov 25		
Dec 25		
Jan 26		1.7



SC&H prepared the following Internal Audit Status document for the HRSD Commission. The status includes a summary of projects in process, upcoming projects, and management action plan updates.

***I. Projects in Process***

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**Grants Management**

- **Completed Tasks (January 2026)**
  - Conducted multiple HRSD process understanding meetings.
  - Began evaluating information and developing flowcharts/risk, control matrix, and fieldwork audit program.
- **Upcoming Tasks (February 2026)**
  - Complete planning procedures and commence fieldwork.

**Risk Assessment**

- **Completed Tasks (January 2026)**
  - Conducted external research.
  - Began preparing risk assessment workbook.
- **Upcoming Tasks (February 2026)**
  - Coordinate risk assessment discussion meetings.
  - Aggregate and analyze risks.
  - Begin drafting internal audit plan.

***II. Upcoming Internal Audits***

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- ProCards and Employee Expenses (March 2026)
- AI Governance and Operations (April/May 2026)

***III. Management Action Plan Status***

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SC&H performs on-going management action plan (MAP) monitoring for completed internal audits/projects.

- SC&H begins MAP follow-up approximately one year following the completion of each audit and periodically follows up until conclusion.
- For each recommendation noted in an audit report, SC&H gains an understanding of the steps performed to address the action plan and obtains evidence to confirm implementation, when available.
- The following describes the current project monitoring status. This listing does not include audits which were determined by HRSD Management and the Commission to include confidential or sensitive information.

Audit / Project	Next Follow-up	Recommendations		
		Closed	Open	Total
Safety Division	February 2026	2	1	3
Personally Identifiable Information (PII)	February 2026	0	3	3
AP, ProCard	February 2026	1	2	3
CEL Assessment	March 2026	0	5	5
Closed Audit/Projects (x22)	Closed	136	0	136
	<b>Totals</b>	139	11	145

Strategic Measures  
January 2026

Strategic Planning Measure	Nov-2026	Dec-2026	FY-26
Educational and Outreach Events	3	7	89
Number of Community Partners	8	10	104
Number of Technical Presentations	6	4	22
Number of Technical Publications	0	1	3
Revenue vs. Budget	43%	51%	60%
Wastewater Expenses vs. Budget	35%	41%	48%
Accounts Receivable (HRSD)	\$62,057,081	\$54,260,891	\$57,150,551
Aging Accounts Receivable	27.40%	32.30%	31.27%
Turnover Rate wo Retirements	0.44%	0.33%	2.64%
Turnover Rate w Retirements	0.55%	1.31%	4.62%
Avg Time to Hire (Posting to Acceptance)	3 months 24 days	3 months 30 days	3 months 10 days
Number of Vacancies	71	72	71
Average number of applicants per position	6.3	4.0	6.4
Percentage of positions filled with internal applicants	44.0%	22.2%	31.9%
Recruitment source Return on Investment	*	*	*
Avg Time to Hire (Acceptance to NEO)	25.16	15.00	*
Customer Call Wait Time (mins)	5.46	8.32	6.27
Capacity Related Overflows with Stipulated Penalties (Reported Quarterly)	*	*	*
Non-Capacity Related Overflows with Stipulated Penalties (Reported Quarterly)	*	*	*
TONS OF CARBON: Tons of carbon produced per million gallons of wastewater treated Energy consumed (gas (scfm) and electricity (kWh)) per million gallons of wastewater treated.	N/A	N/A	0
GAS CONSUMPTION: Tons of carbon produced per million gallons of wastewater treated Energy consumed (gas (scfm) and electricity (kWh)) per million gallons of wastewater treated.	N/A	N/A	*
ELECTRICITY CONSUMPTION: Tons of carbon produced per million gallons of wastewater treated Energy consumed (gas (scfm) and electricity (kWh)) per million gallons of wastewater treated.	N/A	N/A	0
Cumulative CIP Spend	\$306,573,798	\$357,320,000	\$457,900,000

\*Not currently tracking due to constraints collecting the data.

\*\* Updated after EPA Quarterly Report submittal.

\*\*\*Billing is one month behind

Strategic Measures  
January 2026

<b>Community Partners</b>		
<b>Date</b>	<b>Division</b>	<b>Event</b>
01/06/2026	Communications	Hampton City Schools
01/13/2026	Communications	Peninsula Community Homeschool Co-Op
01/14/2026	Communications	Portsmouth Public Schools
01/15/2026	Communications	Hampton Roads Public Works Academy
01/15/2026	Communications	Hamton Roads Youth Volunteer Corps
01/20/2026	Operations	City of Virginia Beach Public Utilities
01/20/2026	Operations	Cape Henry Environmental Issue Class
01/20/2026	Communications	Cape Henry Collegiate School
01/20/2026	Communications	Lake Shores Civic League
01/21/2026	Operations	Saunders Middle School
01/22/2026	Communications	Cape Henry Collegiate School
01/22/2026	Communications	Elizabeth River Project
01/22/2026	Water Quality	Cape Henry Collegiate
01/26/2026	Operations	Virginia Beach Open Space Committee
01/26/2026	Communications	St. Gregory the Great Catholic School
01/28/2026	Communications	Chesapeake Public Schools
01/29/2026	Communications	Various contractors and consultants who attended Industry Day
01/29/2026	Engineering	Various contractors and consultants who attended Industry Day

Strategic Measures  
January 2026

<b>Educational Outreach</b>			
<b>Date</b>	<b>Division</b>	<b>Event</b>	<b>Community Partner</b>
1/6/2026	Communications	Presentation and Amazing Aquifers activity for Kilgore Gifted Center fourth grade	Hampton City Schools
1/13/2026	Communications	SWIFT RC tour and activity for Peninsula Community Homeschool Co-Op	Peninsula Community Homeschool Co-Op
1/14/2026	Communications	HRSD education and outreach presentation	Portsmouth Public Schools
1/15/2026	Communications	Washing Water Activity	Hamton Roads Youth Volunteer Corps
1/15/2026	Communications	Washing Water Activity	Hampton Roads Public Works Academy
1/20/2026	Operations	ATP Tour to Cape Henry Environmental Issue Class	Cape Henry Environmental
1/20/2026	Communications	HRSD Presentation	Lake Shores Civic League
1/20/2026	Communications	SWIFT RC tour - Cape Henry Collegiate School	Cape Henry Collegiate School
1/20/2026	Finance	HRSD Presentation	Lake Shores Civic League
1/22/2026	Water Quality	HRSD CEL Tour	Cape Henry Collegiate
1/22/2026	Communications	SWIFT RC tour	Elizabeth River Project
1/22/2026	Communications	SWIFT RC tour	Cape Henry Collegiate School
1/26/2026	Communications	St. Gregory the Great School Community Day Career Fair	St. Gregory the Great Catholic School
1/28/2026	Communications	STEAM Day at Greenbrier Primary	Chesapeake Public Schools
1/29/2026	Communications	HRSD Industry Day - tour of SWIFT Research Center	Various contractors and consultants who attended Industry Day
1/29/2026	Engineering	HRSD Industry Day - tour of SWIFT Research Center	Various contractors and consultants who attended Industry Day