

November 2, 2020

Dear CAO:

This is a request for a written response (see attached) concerning your jurisdiction's intent to participate in Northern Virginia Regional Commission's three-year effort to complete a major update to the Regional Water Supply Plan, due by December 2023.

### **Background**

In November 2005, the Commonwealth enacted the Local and Regional Water Supply Planning (WSP) Regulation (9 VAC 25-780-10). The WSP regulation was developed largely as a result of the droughts experienced in 1999 and 2002. Its purpose is to: (i) ensure that adequate and safe drinking water is available to all citizens of the Commonwealth; (ii) encourage, promote, and protect all other beneficial uses of the Commonwealth's water resources; and (iii) encourage, promote, and develop incentives for alternative water sources, including but not limited to desalinization.

The regulation establishes a required planning process and criteria that all local governments should use in the development of local or regional WSPs. WSPs must encompass a planning horizon of 30 to 50 years and address both surface and groundwater use. They must contain information on: (i) existing water sources; (ii) existing water use; (iii) existing water resource conditions; (iv) an assessment of projected water demand; (v) a description of water management actions; (vi) a statement of need if demands exceed source availability within the planning horizon; (vii) an analysis of alternatives to address projected source water deficits; and (viii) maps detailing program elements.

In 2007 a Memorandum of Agreement (MOA) was executed among the Northern Virginia Regional Commission (NVRC) and 22 local governments of Northern Virginia (Including the Towns of Clifton, Dumfries, Hamilton, Haymarket, Herndon, Leesburg, Lovettsville, Middleburg, Occoquan, Purcellville, Quantico, Round Hill, Vienna, the Cities of Alexandria, Fairfax, Falls Church, Manassas, Manassas Park, the Counties of Arlington, Fairfax, Loudoun and Prince William) for development of a Northern Virginia Water Supply Plan (hereinafter the "Plan"). The MOA established the roles, responsibilities, and procedures among the parties, and it established the jurisdictional contribution levels to fund the Plan's development.

Work commenced on the plan in July of 2008 and in May of 2012, NVRC delivered to the Virginia Department of Environmental Quality (DEQ) the Northern Virginia Regional Water Supply Plan and received a Final Determination Letter of Compliance in December of 2013. In December of 2018, NVRC – in cooperation with the Plan jurisdictions – delivered to DEQ an interim update to the Plan in accordance with the Water Supply Planning Regulation. In January of 2019, NVRC and the Plan jurisdictions received letters of compliance from DEQ.

In accordance with the WSP Regulation, a major update is coming due: the Plan will need to be reviewed, revised and resubmitted to DEQ no later than December of 2023.

#### **Current Status**

NVRC staff has begun planning for the 2023 major update, and presented the subject and requirements to the jurisdictions' Chief Administrative Officers (CAOs) at their October 2<sup>nd</sup> meeting. NVRC staff proposes to commence the preliminary work beginning in Fiscal Year 2022. The proposed budget (see attached Water Supply Plan Funding Scenario 2022-2024) follows the same funding allocation method as the original Plan, being broken out into three tiers, based on population groupings. The proposed budget is approximately \$100,000 less than was requested for the original 2012 Plan, with the expectation that significant portions of the existing plan will be of substantial use in the update.

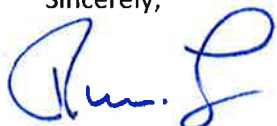
Because some localities may wish to spread out the fiscal impact over the three fiscal years due to the uncertainty associated with COVID budgetary impacts, two options are offered for participating jurisdictions: to make a full lump sum contribution in FY 22, or to provide annual allocations over three years.

Although localities may choose to comply with the Commonwealth's requirements on their own, the original regional plan covers all but one incorporated town in the region. No incorporated jurisdiction is exempt from this state planning requirement, which applies also whether or not the jurisdiction owns / operates a public water supply system. Participating in a regional approach is strongly recommended by the Department of Environmental Quality, and can provide significant savings.

#### **Request**

To guide NVRC in preparing to undertake the Regional Plan update, please return to me your jurisdiction's letter of intent (template attached) by Friday November 27, 2020.

Sincerely,

A handwritten signature in blue ink, appearing to read "R. Lazaro, Jr.", with a stylized flourish at the end.

Robert W. Lazaro, Jr.  
Executive Director

## Water Supply Funding Scenario (2022 - 2024)

Large Population Jurisdictions (Pop. > 100,000)	Proposed Total Contribution	FY22 to FY24 Annual Contribution	Funding Methodology
Alexandria	\$41,000	\$13,667	Large Jurisdictions split 65% of \$317,000
Arlington	\$41,000	\$13,667	
Fairfax	\$41,000	\$13,667	
Loudoun	\$41,000	\$13,667	
Prince William	\$41,000	\$13,667	
<b>Subtotal</b>	<b>\$205,000</b>	<b>\$68,333</b>	
<b>Medium Population Jurisdictions (Pop. 3,501 to 99,999)</b>			
Fairfax City	\$12,450.00	\$4,150.00	Medium jurisdictions split 35% of \$317,000
Falls Church	\$12,450.00	\$4,150.00	
Manassas	\$12,450.00	\$4,150.00	
Manassas Park	\$12,450.00	\$4,150.00	
Dumfries	\$12,450.00	\$4,150.00	
Herndon	\$12,450.00	\$4,150.00	
Leesburg	\$12,450.00	\$4,150.00	
Purcellville	\$12,450.00	\$4,150.00	
Vienna	\$12,450.00	\$4,150.00	
<b>Subtotal</b>	<b>\$112,050.00</b>	<b>\$37,350.00</b>	
<b>Smallest Population Jurisdictions (Pop. &lt; 3,500)</b>			
Clifton	\$4,150.00	\$1,383.33	Smallest jurisdictions pay an additional amount at a contribution level of \$4,150 each
Hamilton	\$4,150.00	\$1,383.33	
Haymarket	\$4,150.00	\$1,383.33	
Hillsboro	\$4,150.00	\$1,383.33	
Lovettsville	\$4,150.00	\$1,383.33	
Middleburg	\$4,150.00	\$1,383.33	
Occoquan	\$4,150.00	\$1,383.33	
Quantico	\$4,150.00	\$1,383.33	
Round Hill	\$4,150.00	\$1,383.33	
<b>Subtotal</b>	<b>\$37,350.00</b>	<b>\$12,450.00</b>	
<b>Total</b>	<b>354,400.00</b>		

(Template)  
**Letter of Intent**  
Regarding Participation in the

**Northern Virginia Water Supply Plan  
2023 Update**

I, the undersigned, confirm on behalf of my Jurisdiction our intent to participate in the 2023 Regional Update to the Northern Virginia Water Supply Plan, in partnership with Northern Virginia Regional Commission and other participating local governments.

I understand that the Plan update will meet the minimum requirements of the Water Supply Regulation (9 VAC 25-780-10) and will contain the required elements for my jurisdiction to include: (i) existing water sources; (ii) existing water use; (iii) existing water resource conditions; (iv) an assessment of projected water demand; (v) a description of water management actions; (vi) a statement of need if demands exceed source availability within the planning horizon; (vii) an analysis of alternatives to address projected source water deficits; and (viii) maps detailing program elements.

I am requesting that NVRC invoice my jurisdiction for:

- ☐ Entire Contribution in FY22: (\$ total amount)
- ☐ Total Contribution split between FY22, FY23 and FY24: (\$ amount annually)

The invoice should be directed to the following.

Name and address of local agency or department:

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Attention: 

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Signed:

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Name and Title

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Jurisdiction