



THE AUDITOR OF PUBLIC ACCOUNTS LOCALITY STORMWATER UTILITY REPORTING FORM

The purpose of this form is to implement the following locality stormwater utility reporting requirement established by Paragraph D.1. of Item 2 of the Fiscal Year 2017-2018 State Budget ([Chapter 836](#) of the 2017 Acts of Assembly): *Each locality establishing a utility or enacting a system of service charges to support a local stormwater management program pursuant to §15.2-2114, Code of Virginia, shall provide to the Auditor of Public Accounts by October 1 of each year, in a format specified by the Auditor, a report as to each program funded by these fees and the expected nutrient and sediment reductions for each of these programs. For any specific stormwater outfall generating more than \$200,000 in annual fees, such report shall include identification of specific actions to remediate nutrient and sediment reduction from the specific outfall.*

Each locality subject to the reporting requirement set forth above shall complete and submit this report form each year to the Auditor of Public Accounts by October 1, in an electronic format emailed to LocalGovernment@apa.virginia.gov. **The report as of Fiscal Year 2018 (or applicable reporting period) is due by October 1, 2018.**

SECTION 1 – LOCALITY INFORMATION

Locality Name: City of Norfolk

Contact Name/Title: June Whitehurst, Environmental Programs Manager

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Report Completion Date: September 21, 2018

SECTION 2 - STORMWATER UTILITY FEES

For your stormwater utility fees provide the following information from your most recent audited annual financial report.

Financial Statement Fund Name: Click or tap here to enter text.

Fiscal year: Click or tap here to enter text.

Revenues	Expenditures	Ending Fund Balance or Net Position
16,971,389	11,631,685	4,104,827

Please provide any additional detail/clarification below about the financial information provided at Section 2, if needed.

The above amounts are unaudited.

SECTION 3 – FUNDED PROGRAMS AND OTHER MAJOR ACTIVITIES

Provide a brief description of each major program funded by the utility fee system and, where applicable, the expected nutrient and sediment reductions for each of these programs.

A. Operations & Maintenance Program

The City of Norfolk's stormwater fees were established to residential and non-residential properties throughout the City to be used for the operation, maintenance and repair of the storm water system and to address water quality improvement and flood reduction. It also provides administrative and overhead costs related to the management of the storm water maintenance programs. Outlined below are the key components to the storm water management program.

Storm Water Operations – The storm water system requires routine and emergency maintenance and repair to ensure it continues to function to avoid flooding and improve water quality. Storm Water Operations covers all aspects of the operations and maintenance of the City's storm water infrastructure.

The Division's Operations setup is comprised of the following primary components.

- Stormwater Structure and Pipe inspection
- Stormwater Structure and Pipe cleaning
- Stormwater Structure and Pipe Repair
- Ditch Cleaning and Grading
- Lot Cleaning / Illegal Dumping Prevention & Abatement
- City-owned structural BMP Maintenance, including pond aeration systems
- Pump Station and other Mechanical Systems
- Flood Gate Maintenance and Operation
- Emergency Response

Street Sweeping Operations – The streets sweeping operations removes pollutants, litter, sediment, etc. from the street prior to it entering the City's storm water system ultimately clogging the storm water system or polluting the natural waterways. Street Sweeping is primarily responsible for the sweeping of all of the City's curbed streets. Crews and equipment provide daily street-cleaning operations in the downtown business district and monthly street-sweeping in all other areas of the City.

The Division's street sweeping program is comprised of the primary components.

- Downtown business district - Swept daily 11:00 p.m. and 6 a.m., Sunday night through Friday morning.
- City-wide streets with curb and gutters (except downtown) - Swept monthly Tuesday through Friday, with Monday as a make-up day. The monthly sweeping cycle is completed in four weeks.
- Underpasses and dead ends – Swept by hand to support the street sweeping efforts.
- Norfolk Redevelopment Housing Authority communities - Swept twice per month, once with a regular mechanical sweeper and once with a mini-vacuum sweeper.
- Primary roads - Swept once per month by regenerative air sweepers during night operations.
- Special event - Cleanups occur immediately following parades, races, and other events.
- Municipal yards - Swept based on storm water pollution prevention plans. These usually occur either quarterly or twice per year.

- Norfolk Public School parking lots - Swept twice per year.
- City Parks parking lots – Swept once per quarter.
- City Beach parking lots – Swept every Monday and Friday from Memorial Day to Labor Day.
- Other City parking lots – Swept on a special request basis.

Engineering – The Engineering team is responsible for overseeing and managing large projects that address flooding and water quality improvement. Most of these large projects involve design and construction. The engineering components are listed below:

- Capital Improvement Project Management
 - Neighborhood Flood Reduction
 - Storm Water Quality Improvement
 - Storm Water Facility Improvement
 - Storm Water Waterfront Structures Program
- Major System Repairs or Upgrades
- Site Plan Review – post construction runoff control
- GIS
- Miss Utility Markings

Environmental – The Environmental staff administers the City's Storm Water MS4 Virginia Pollution Discharge Elimination System (VPDES) Phase I permit. The permit outlines the programmatic requirements the City must undertake to reduce pollutants from entering the storm water system to the maximum extent practicable. The team also implements the erosion and sediment control program, storm water management act, and the Chesapeake Bay Preservation Act. The division monitors changes in the storm water regulations, Total Maximum Daily Load, erosion and sediment control, implementation and reporting to both the Federal and State governments to ensure the City remains in compliance with regulatory mandates. The Division's Environmental team manages the following key environmental components:

- Storm Water MS4 Permit Management
 - Annual Report Development
 - EPA and VADEQ Coordination
 - Permit reissuance
 - MS4 Program Plan
- Industrial and Car Wash General Permit Management
- Good housekeeping measures / Pollution Prevention
- Spill Response / Illicit Discharge Detection and Elimination Program
- Storm Water Ordinance Development and Enforcement
- BMP Pre and Post Inspection
- Erosion & Sediment Control Program oversight and enforcement
- Chesapeake Bay Preservation Act program oversight and enforcement
- Virginia Storm Water Management Program oversight and enforcement – program subsidizes whatever the VSMP fees do not cover
- Construction Site runoff control
- Water Quality Monitoring
- Regional Collaboration Membership Organizations
 - Hampton Roads Planning District Commission (HRPDC) Storm Water Committee
 - HRPDC Regional Environmental Committee
 - VA Municipal Stormwater Association (VAMSA)

Public Education and Outreach – The City provides storm water education and outreach and public involvement to individuals and groups throughout the City of Norfolk to address water quality improvement and reduce flooding. The primary responsibilities for the education and outreach program are outlined below:

- Presentation & Education Programs
- Educational Campaigns to address pollutants of concern

- Brochure and Promotional Development
- Special Event Participation
- MS4 Permit Requirements
- Customer Service
- Website Management & Updates
- Coordination with various environmental education groups
 - Keep Norfolk Beautiful
 - HRPDC HRSTORM
 - HRPDC HRCLEAN

General Overhead – The program funds overhead expenses such as storm water fee management and collection, staff training, payroll processing, procurement services, budget development, administrative support, customer service, policy development, safety oversight, dept financing payment, etc.

B. Capital Improvement Program

The Storm Water fee funds the debt payment for the \$7,615,200 CIP budget. This budget is divided into four categories:

- City-wide Flooding Reserve
- Storm Water Quality
- Improve Storm Water Facilities
- Improve Storm Water Waterfront
- Reduce Neighborhood Flood

The \$1,315,200 City-wide flooding creates a citywide flooding reserve to prepare for the larger citywide flooding control projects. This project is funded by the \$1.00 Storm Water fee increase approved in FY2013. Funding is dedicated to support the city's efforts in flood mitigation.

The \$2,350,000 Storm Water Quality funds projects that assist in improving the overall quality of storm water runoff. These projects include restoration or improvements to wetlands, installation of structural best management practice systems, or other projects that have as its main goal to improve the storm water runoff quality. The funding utilizes best practices to reduce storm water related pollutants entering local waterways, rivers, and the Chesapeake Bay. The increase in funding in FY2018 will assist with meeting storm water compliance regulatory mandates by 2030.

The \$600,000 Storm Water Facility Improvements portion of the Storm Water CIP funds projects to rehabilitate storm water pump stations, add stand-by generator power, install new storm water pumping capacities, repair or rehabilitate culverts, install and replace tideflex flap valves at storm water outfalls, and other significant storm water facilities.

The \$500,000 Storm Water Waterfront Structures portion of the CIP funds the rehabilitation of the Ocean View storm water outfall pipes and support systems and the City's bulkhead priorities. It provided funds for non-routine inspections, maintenance, repair, rehabilitation, and replacement of deteriorated bulkheads and outfall extensions citywide.

The \$2,850,000 Neighborhood Flood Reduction funds major repair and maintenance to aged or damaged storm water infrastructure. A large portion of system repairs and rehabilitation include trenchless technologies which are widely used to extend the life of the existing storm water system. This portion of the Storm Water CIP also funds expansion to the system to resolve a flooding or standing water issue. The increase in funding allows for infrastructure improvements to better mitigate issues from precipitation and tidal flooding.

