



**Catlett – Calverton Sewer Project  
Project Management Team  
Golden Rule Builders, 3409 Catlett Road  
November 8, 2017  
11:00 AM  
Meeting Notes**

Welcome & Introductions – Sue Rowland asked everyone to introduce themselves. (Sign in sheet is attached)

Update on Project Activities:

Status of Design-Build Contract – Gary Schwartz said that the contract is in the final edit stage. Board has authorized signing. Schedule called for the contract to be signed October 13. Schedule has slipped about 1 month. Construction should begin in May. Land acquisition – Letter of Intent to purchase should be approved at the upcoming board meeting. The preliminary engineering conference was held with representation of VDH and DEQ and key county departments and reps of English-Bowman. Discussed the various aspects of the project and identified things that need to be done during each aspect. Finalizing the environmental assessment, a DEQ requirement, Hurt & Profitt has completed the update with the exception of a wetlands delineation/mitigation that will be completed by the contractor. After that is done there will be a distribution of all of the materials to interested agencies, an advertisement/public notice and then a public hearing.

Update on Potential Changes to the Comprehensive Plan and Service District Boundaries – Andrew Hopewell said that a letter is going out today to inform all residents of Catlett and Calverton about 3 upcoming events. Monday 11/20 public meeting and December 21 Planning Commission Public Hearing. Rick Gerhardt said that if folks signed up but are outside of the boundaries the county will be making every effort to connect them, especially if the properties are along the route of a line. Incentive program ending in February of 2015, for each we have a User Agreement and Deed of Easement for those participants, they will be



recorded in the next month or two. Letters will go to those participants to ask if there have been any changes that should be reflected in the documents.

Income Surveys – Sue Rowland said that she is meeting with the statistician next Wednesday to assist in developing the format for the means of collecting the income information. Letters will go to all the residents asking all residents to complete the questionnaire. A discussion ensued on the process for collecting the income information.

A discuss ensued over the process for connecting housing. There will be more information on this process as we move forward.

Next Steps – Andrew explained the waiver process.

#### Schedule of Future PMT Meeting -

December 13 (Meet and Greet with Contractor)

Discussion of 2018 Meeting Schedule – It was suggested that we schedule the next several meetings on the second Wednesday of the month.