
BOARD OF DIRECTORS

Regular Meeting of the Board of Directors of Rivanna Water & Sewer Authority

DATE: May 24, 2016

LOCATION: Conference Room, Administration Building
695 Moores Creek Lane, Charlottesville, VA

TIME: 2:15 p.m.

AGENDA

1. **CALL TO ORDER**
2. **MINUTES OF PREVIOUS BOARD MEETINGS**
 - a) *Minutes of the Regular Meeting of the Board on April 26, 2016*
3. **RECOGNITION – NONE THIS MONTH**
4. **EXECUTIVE DIRECTOR’S REPORT**
5. **ITEMS FROM THE PUBLIC**
6. **RESPONSES TO PUBLIC COMMENTS – NO RESPONSES THIS MONTH**
7. **CONSENT AGENDA**
 - a) *Staff Report on Finance* 1st attachment 2nd attachment
 - b) *Staff Report on Operations*
 - c) *Staff Report on Ongoing Projects*
 - d) *Engineering Design and Bid Phase Services – South Fork WTP Leaf Screen*
 - e) *Contract Award - Term Contract for Water Distribution and Sewer Collection Engineering Services*
 - f) *Engineering Design – Crozet Finished Water Pump Station*
 - g) *Construction Management Services – Upper Schenks Branch Interceptor, Phase 1*
 - h) *Personnel Matters – FY 2016-2017* 1st attachment
8. **OTHER BUSINESS**
 - a) *Public Hearing on Operating Budget FY 2016-2017* 1st attachment
2nd attachment
 - b) *Adoption of Operating Budget for FY 2016-2017* 3rd attachment

c) *Presentation on Reservoir Management Study – Dinatale Water Consultants*

1st attachment

d) *Executive Director Search Update and Discussion* 1st attachment 2nd attachment
3rd attachment

9. OTHER ITEMS FROM BOARD/STAFF NOT ON AGENDA

10. CLOSED MEETING

11. ADJOURNMENT

GUIDELINES FOR PUBLIC COMMENT AT RIVANNA BOARD OF DIRECTORS MEETINGS

If you wish to address the Rivanna Board of Directors during the time allocated for public comment, please raise your hand or stand when the Chairman asks for public comments.

Members of the public requesting to speak will be recognized during the specific time designated on the meeting agenda for "Items From The Public." Each person will be allowed to speak for up to three minutes. When two or more individuals are present from the same group, it is recommended that the group designate a spokesperson to present its comments to the Board and the designated speaker can ask other members of the group to be recognized by raising their hand or standing. Each spokesperson for a group will be allowed to speak for up to five minutes.

During public hearings, the Board will attempt to hear all members of the public who wish to speak on a subject, but it must be recognized that on rare occasion presentations may have to be limited because of time constraints. If a previous speaker has articulated your position, it is recommended that you not fully repeat the comments and instead advise the Board of your agreement. The time allocated for speakers at public hearings are the same as for regular Board meetings, although the Board can allow exceptions at its discretion.

Speakers should keep in mind that Board of Directors meetings are formal proceedings and all comments are recorded on tape. For that reason, speakers are requested to speak from the podium and wait to be recognized by the Chairman. In order to give all speakers proper respect and courtesy, the Board requests that speakers follow the following guidelines:

- Wait at your seat until recognized by the Chairman.
- Come forward and state your full name and address and your organizational affiliation if speaking for a group;
- Address your comments to the Board as a whole;
- State your position clearly and succinctly and give facts and data to support your position;
- Summarize your key points and provide the Board with a written statement, or supporting rationale, when possible;
- If you represent a group, you may ask others at the meeting to be recognized by raising their hand or standing;
- Be respectful and civil in all interactions at Board meetings;
- The Board may ask speakers questions or seek clarification, but recognize that Board meetings are not a forum for public debate; Board Members will not recognize comments made from the audience and ask that members of the audience not interrupt the comments of speakers and remain silent while others are speaking so that other members in the audience can hear the speaker;
- The Board will have the opportunity to address public comments after the public comment session has been closed;
- At the request of the Chairman, the Executive Director may address public comments after the session has been closed as well; and
- As appropriate, staff will research questions by the public and respond through a report back to the Board at the next regular meeting of the full Board. It is suggested that citizens who have questions for the Board or staff submit those questions in advance of the meeting to permit the opportunity for some research before the meeting.

The agendas of Board meetings, and supporting materials, are available from the RWSA Administration Office upon request or can be viewed on the Rivanna website(s)