






# Board of Directors Meeting

June 25, 2019

2:00pm



695 Moores Creek Lane | Charlottesville, Virginia 22902-9016

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[www.rivanna.org](http://www.rivanna.org) 

## BOARD OF DIRECTORS

### Regular Meeting of the Board of Directors of Rivanna Solid Waste Authority

**DATE:** June 25, 2019

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

**TIME:** 2:00 p.m.

## AGENDA

1. **CALL TO ORDER**
2. **MINUTES OF PREVIOUS BOARD MEETING**
  - a. *Minutes of the Regular Meeting of the Board on May 28, 2019*
3. **RECOGNITION**
4. **EXECUTIVE DIRECTOR'S REPORT**
5. **ITEMS FROM THE PUBLIC**
6. **RESPONSES TO PUBLIC COMMENTS**
7. **CONSENT AGENDA**
  - a. *Staff Report on Finance*
  - b. *Staff Report on Ivy Material Utilization Center/Recycling Operations Update*
8. **OTHER BUSINESS**
  - a. *Presentation: Development Rights, Property near the Ivy Material Utilization Center; Phil McKalips, Director of Solid Waste*
9. **OTHER ITEMS FROM BOARD/STAFF NOT ON AGENDA**
10. **CLOSED MEETING: (JOINT SESSION WITH THE RWSA)**
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 Chair 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 Chair. 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 Chair.
- 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 Chair, 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)

**RSWA BOARD OF DIRECTORS**  
**Minutes of Regular Meeting**  
**May 28, 2019**

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Tuesday, May 28, 2019 at 2:00 p.m. in the 2<sup>nd</sup> floor conference room, Administration Building, 695 Moores Creek Lane, Charlottesville, Virginia.

**Board Members Present:** Paul Oberdorfer, Mike Gaffney, Lance Stewart, Kathy Galvin, Dr. Tarron Richardson (arrived at 2:08 p.m.).

**Board Members Absent:** Jeff Richardson, Dr. Liz Palmer

**Staff Present:** Lonnie Wood, Jennifer Whitaker, Phil McKalips, Liz Coleman, Scott Schiller, Austin Marrs, Andrea Terry, David Tungate, Michelle Simpson, Grace Hopkins, Caitlyn Homet, Bill Mawyer, Katie McIlwee.

**Also Present:** Kurt Krueger, RWSA counsel, members of the public and media representatives.

**1. CALL TO ORDER**

Mr. Gaffney opened the May 28, 2019 meeting of the Rivanna Solid Waste Authority. He welcomed new Board members Dr. Tarron Richardson, Charlottesville City Manager, and Mr. Lance Stewart, Albemarle County Director of Facilities and Environmental Services.

**2. MINUTES OF PREVIOUS BOARD MEETING**

*Minutes of the Regular Meeting of the Board on April 23, 2019*

Mr. Gaffney asked Board members if they had comments or changes.

**Ms. Galvin moved that the Board approve the minutes of the previous Board meeting. The motion was seconded by Mr. Oberdorfer and passed (4-0). Dr. Richardson had not yet arrived at the meeting, and Mr. Richardson and Dr. Palmer were absent from the meeting and the vote.**

**3. RECOGNITION**

**a. Resolution of Appreciation for Trevor Henry**

Mr. Gaffney read the following resolution into the record:

**WHEREAS**, Mr. Henry has served as a member of the Solid Waste Authority Board of Directors since June of 2016; and

46 **WHEREAS**, over that same period Mr. Henry has demonstrated leadership in solid waste and  
47 recycling services; and has been a valuable member of the Board of Directors and a resource to the  
48 Authority; and

49  
50 **WHEREAS**, Mr. Henry's understanding of the solid waste and recycling operations of Albemarle  
51 County and has supported a strategic decision-making process that provided benefits to the  
52 customers served by Albemarle County as well as the community as a whole.

53  
54 **WHEREAS**, the Solid Waste Authority Board of Directors is most grateful for the professional and  
55 personal contributions Mr. Henry has provided to the Authority and to the community;

56  
57 **NOW, THEREFORE, BE IT RESOLVED** that the Rivanna Solid Waste Authority Board of  
58 Directors recognize, thank, and commend Mr. Henry for his distinguished service, efforts, and  
59 achievements as a member of the Rivanna Solid Waste Authority, and presents this Resolution as a  
60 token of esteem, with its best wishes in his future endeavors.

61  
62 **BE IT FURTHER RESOLVED** that this Resolution be entered upon both the permanent Minutes  
63 of the Rivanna Solid Waste Authority.

64  
65 **Ms. Galvin moved that the Board adopt the resolution. The motion was seconded by Mr.**  
66 **Oberdorfer and passed (4-0). Dr. Richardson had not yet arrived at the meeting, and Mr.**  
67 **Richardson and Dr. Palmer were absent from the meeting and the vote.**

68  
69 Mr. Trevor Henry addressed the Board. He expressed appreciation for the recognition and stated  
70 he has valued his time on the Board and he had much to learn. He stated that Mr. Stewart has  
71 more technical acumen than he does and will be a good addition to the team, observing that he is  
72 already providing budget and operational support. He stated that in his role he will do everything  
73 he can to support the mission of Rivanna.

74  
75 ***b. Government Finance Officers Association, Certificate of Achievement for Excellence in***  
76 ***Financial Reporting: Director of Finance, Mr. Lonnie Wood***

77  
78 Mr. Gaffney read a letter addressed to him from Michele Mark Levine, Director, Technical Services  
79 Center, Government Finance Officers Association, notifying Rivanna of its earning of the  
80 Certificate of Achievement for Excellence in Financial Reporting for its 2018 Comprehensive  
81 Annual Fiscal Report.

82  
83 Mr. Gaffney thanked Mr. Wood and staff for their outstanding work which gets better every year.

84  
85 Mr. Gaffney returned to the Call to Order portion of the meeting with the arrival of Dr. Richardson  
86 and welcomed Dr. Richardson to the Board.

87  
88 **4. ELECTION OF SECRETARY-TREASURER**

89  
90 Mr. Gaffney informed Dr. Richardson that the Secretary-Treasurer position for the Authority had  
91 been held by Mike Murphy, his predecessor as City Manager and former Board member.

92  
93 Mr. Krueger explained to Dr. Richardson that the County Executive and City Manager normally  
94 serve as Vice-Chair and Secretary Treasurer of the two authorities, alternating these positions every

two years, and it was proposed that Dr. Richardson would serve out the remainder of Mr. Murphy's term as Secretary-Treasurer of the RSWA and would also be asked to serve as Vice-Chair of RWSA.

Dr. Richardson agreed to do so.

**Ms. Galvin moved that the Board appoint Dr. Tarron Richardson as Secretary-Treasurer. The motion was seconded by Mr. Oberdorfer and passed (4-0). Dr. Richardson abstained, and Mr. Richardson and Dr. Palmer were absent from the meeting and the vote.**

## **5. EXECUTIVE DIRECTOR'S REPORT**

Mr. Mawyer stated that one of Rivanna's strategic plan goals is workforce development, and he recognized and congratulated Ms. Liz Coleman, Safety Manager, for completing the experience and examination requirements to be certified as an Associate Safety Professional by the Board of Certified Safety Professionals.

He recognized the attendance of Grace Hopkins, summer safety intern, and Caitlyn Homet, construction group intern, and he noted that three other interns will be assisting staff this summer.

Mr. Mawyer informed the Board that all staff had attended two benefits and safety meetings at the Holiday Inn in Charlottesville, at which he spoke about the state of the Rivanna Authorities, Elizabeth Coleman talked about safety, and Mr. Wood and Ms. Nemeth invited benefits providers to review benefits options with staff.

Mr. Mawyer reported that over 4,700 vehicles came across the Ivy scales in April and the facility averaged 85 tons per day, including an average of 90 tons per day on Mondays since this day was added on March 18. He stated that they are meeting the financial break-even objectives with these options, and he recognized Phil McKalips and his staff for their work. He announced that the annual amnesty days for hazardous household and bulky waste were recently held, during which over 900 County and over 200 City vehicles participated over a four-day period.

Mr. Gaffney asked how these numbers compared to those of previous years.

Mr. McKalips replied that the total was within one or two percent of last year.

## **6. ITEMS FROM THE PUBLIC**

Mr. Gaffney opened the Items from the Public portion of the meeting. As no one came forward to address the Board, Mr. Gaffney closed this portion of the meeting.

## **7. RESPONSES TO ITEMS FROM THE PUBLIC**

Mr. Gaffney noted that there were no responses to public comment.

## **8. CONSENT AGENDA**

### *a. Staff Report on Finance*

b. *Staff Report on Ivy Material Utilization Center/Recycling Operations Update*

c. *Staff Report on Ivy Landfill Environmental Status*

d. *Proposed Amendment No. 8 to the Local Government Agreement for Recycling Programs*

Mr. Gaffney asked members if there were any items they would like to pull from the Consent Agenda.

Mr. Mawyer stated that with the local government agreement on recycling programs in Item D, they were now implementing the eighth amendment, so they made it an automatically renewing amendment each year unless the City or the County decided not to renew it.

**Ms. Galvin moved that the Board approve the Consent Agenda. The motion was seconded by Mr. Oberdorfer and passed unanimously (5-0). Mr. Richardson and Dr. Palmer were absent from the meeting and the vote.**

## **9. OTHER BUSINESS**

a. *Presentation and Public Hearing: Rate Resolution Adoption, Approval of FY2019-2020 Budget and CIP.*

Mr. Mawyer reminded the Board that he presented the \$4.2M budget to them last month and stated he will provide a brief overview after which he will request a public hearing and consideration for adoption of the budget, rates, and Capital Improvement Program. He stated the largest item in the budget is \$1.9M or 46% of the total budget, for the Ivy Transfer Station. He presented a slide with a pie chart showing the categories that make up the budget, which he noted has increased by about \$1M over last year. He stated the drivers of the increase include increased expenses to handle increased traffic through the transfer operation, though this is more than offset by increased revenues, \$300K for a landfill cap regrading project, and some additional expenses for recycling.

Mr. Mawyer noted that they did not have reserves to utilize next year. He noted that revenues from the Ivy Transfer Station are approximately \$1.4M, with County funding making up the difference between expenses and revenues under a support agreement for the Ivy Transfer Station operations. He stated the environmental program involves ground water and gas remediation on old landfill cells, electronic and household hazardous waste, and paint disposal programs, for which the County, City, and UVA share the costs, as per a January 2002 Memorandum of Understanding. He reminded the Board that under the MOU, UVA pays a fixed contribution of \$79,982, while the County pays 64.5% and the City pays 35.5% of the balance.

He reminded the Board of the August 2011 Local Government Support Agreement for Recycling Programs under which the County agreed to pay 70% and the City agreed to pay 30% of recycling costs and noted the program has a total deficit of \$468K. He stated the operations of Ivy are funded by the County with revenue deriving from vegetative waste disposal, mulch, and tire sales. He stated the City's cost under the MOU and Local Government Support Agreement for next year would be \$491K, the County's cost under the MOU, Local Government Support Agreement and the Ivy Transfer Station operations support agreement would be \$1.7M, and UVA's cost under the MOU would be \$79K.

193  
194 Ms. Galvin asked if UVA's contribution has remained the same since 2005.

195 Mr. Gaffney explained that UVA paid more in the early years when there was mitigation work. He  
196 explained that it was estimated that UVA contributed about 7% of the landfill's waste, which is how  
197 they determined what the annual payment should be.

198  
199 Mr. Wood clarified that UVA paid a different amount during the first five years and will pay the  
200 same fixed amount for years 6-30.

201  
202 Mr. Mawyer reviewed expenses as follows: 3% staff merit pool, 2% health insurance increase, three  
203 additional staff positions, including two transfer facility attendants for the expanded six-day opening  
204 schedule for which they have hired two temporary employees under a six-month pilot.

205  
206 Mr. Mawyer reviewed revenues, including \$2M in sales from transfer operations and other fees. He  
207 noted that they have not proposed any changes to the tipping fees and have removed pallet recycling  
208 from the schedule since it was not working well in the mulch program.

209  
210 Ms. Galvin asked if the problem with the recycling of pallets was nails.

211  
212 Mr. McKalips explained that they try to create hardwood mulch and the pallets are painted, contain  
213 nails, and the quality of the material is not what they wanted -- so they ended up hauling them up to  
214 the transfer station at the end of the year and mixing them with other material.

215  
216 Mr. Mawyer stated that the Board would need to hold a public hearing on the proposed rates, as  
217 advertised, and then vote on the budget and the CIP -- which is \$515K to do the regrading of the  
218 landfill cell, and \$350K for the new convenience center at the request of the County.

219  
220 Mr. Gaffney opened the public hearing on the rate adoption and related budget and invited members  
221 of the public to speak. As no one came forward to address the matter, Mr. Gaffney closed the public  
222 hearing and brought the matter before the Board.

223  
224 **Ms. Galvin moved that the Board adopt the rate resolution, as presented. The motion was**  
225 **seconded by Mr. Oberdorfer and passed (5-0). Mr. Richardson and Dr. Palmer were absent**  
226 **from the meeting and the vote.**

227  
228 **Ms. Galvin moved that the Board approve the FY20 budget and Capital Improvement Plan.**  
229 **The motion was seconded by Mr. Oberdorfer and passed (5-0). Mr. Richardson and Dr.**  
230 **Palmer were absent from the meeting and the vote.**

231  
232 *(At 2:25 p.m., the Rivanna Solid Waste Authority Board entered into a joint meeting with the*  
233 *Rivanna Water and Sewer Authority Board.)*

234  
235 *b. Presentation: Quarterly Strategic Plan Update – year one Wrap-Up; Goal Team Leaders*

236  
237 Ms. Katie McIlwee reminded the Board that they have had three previous updates and stated the  
238 champions of the six goal teams will present their year-end wrap ups, after which the Board may ask  
239 questions. She stated they have six goals and 12 strategies from which the goal teams have  
240 developed 78 tactics and they have completed 100% of what they had intended for year one.



Ms. McIlwee presented for the Communications and Collaboration goal team. She stated that over the last quarter they have continued to collaborate with IT and other members of the goal team to test and research different methods of increasing internal communication and Office 365 products and have also worked with Administration and IT to research a new document management workflow software. She stated they have completed the employee portal, enhanced the usability of the Rivanna website, and coordinated with Environmental Stewardship goal team on some community events, such as Imagine A Day Without Water and Riverfest, as well as a regional managers' mixer, for which they brought in other utilities from the Central Virginia area, and team building events with the City and the Albemarle County Service Authority. She stated they also have quarterly internal employee team building engagements and a bi-monthly Rivanna employees' newsletter.

Mr. O'Connell asked what the communications agreement among water partner agencies was about.

Ms. McIlwee explained that this stemmed from the initial tactic planning meetings when they were deciding how to implement strategies and thought that an agreement was needed, though as they have moved along they have realized that some of the tactics are not necessary. She stated this tactic was about knowing who to speak with at the County, City, or ACSA with regards to communications or marketing and working together, more than developing an actual agreement.

Ms. Betsy Nemeth, Manager of Human Resources, presented for the Workforce Development goal team. She stated they have been busy working their strategy of developing a comprehensive staffing classification and compensation plan and to conduct a training needs assessment and enhance the training program. She noted that they recommend a pay grade scale adjustment as well as new positions for both Authorities, which she noted are in the final draft of the Personnel Management Plan, which now is combined for the two Authorities and has had language regarding standard operating procedures removed. She stated they have conducted and continue to conduct training on CPR, ADAD, and leadership for managers and certain operators, for which they have partnered with PVCC, which she characterized as an amazing and terrific partner. She continued that last July 1st they implemented the recommendations of the compensation plan salary survey conducted by Evergreen. She stated they have a Staffing Master Plan which will be regularly evaluated and a Consolidated Personnel Management Plan.

Mr. David Tungate, Director of Operations, presented for the Operational Optimization goal team. He stated their strategy is to continually evaluate, prioritize, and improve key business and operational processes and to protect our workforce and the public by continually growing a culture of safety. He reviewed recent activity, including completion of Phase 1 and the beginning of Phase 2 of the corrosion inhibitor project, compliance with the American Water Infrastructure Act, by conducting a vulnerability assessment for which they must demonstrate compliance by August 2020 and expect to be compliant by next March, and continuing with the design of the South Rivanna Water Treatment Plant, which will use updated technology and allow them to change some processes. He reviewed year one highlights, which include the hiring of a consultant to conduct a safety master plan to look at how they do things on the operations side, how they treat water and wastewater, and the equipment and processes. He stated they have installed web-based security cameras at South Rivanna, Crozet, and Moores Creek.

Ms. Andrea Terry, Water Resources Manager, presented for the Environmental Stewardship goal team. She stated that their strategies are to increase environmental engagement and designate resources to support environmental outreach agreements. She stated they wanted to have an

employee from each division come and sit with them and talk about what Rivanna does that is good for the environment and how they can engage with the community and partners to do this a little bit more. She stated the committee has supported the Rivanna Riverfest, which she characterized as a great effort with Rivanna Conservation Alliance and ACSA and a good collaborative opportunity. She stated they also conducted stream cleanup on Moores Creek after which three employees asked to serve on the committee and now serve. She stated they have catalogued a list of green activities, increased outside collaboration and will continue to do so, and they plan to establish an environmental committee next year, which will meet bi-monthly and consider ways to become more engaged.

Mr. Stewart expressed his thanks to Phil McKalips for taking part in the climate action team and stated that he has been an incredible resource.

Mr. Phil McKalips, Director of Solid Waste, presented for the Solid Waste Services goal team. He stated that when considering their strategies he considers what people want them to be and what the community landscape is. He stated they feel they have set themselves up well to be able to communicate with community partners such as haulers, UVA, the City and County, and the public, which can provide feedback as to where they see needs. He stated they decided to open on Mondays after speaking with haulers, which stimulated them to conduct cost modeling and which has been favorably received. He explained that the idea to introduce composting resulted from dialog with representatives of UVA and the Climate Action Committee. He reviewed ideas they have for next year, including optimization of existing resources at McIntire and improving public outreach.

Mr. Gaffney emphasized that the strategic plan was a long time coming and has taken some time to be developed, and stated that he is thoroughly impressed every time. He asked how it has helped Mr. McKalips as well as others in the organization along the way.

Mr. McKalips replied that putting the idea of optimization on a piece of paper has pushed them to look at things outside of the box and he feels they have utilized the process effectively.

Mr. Mawyer echoed Mr. McKalips' comment, adding that they are looking in every drawer and at every policy and procedure to see if they can do things in a better way. He emphasized that the skillset and knowledge of staff is important to be able to do this.

Mr. Scott Schiller, Engineering Manager, presented for the Infrastructure & Master Planning goal team. He stated their two strategies are to implement an asset management program for the Authority and to develop and maintain long-term master plans. He stated they have developed an internal asset management policy, which can help dictate how the program proceeds and is part of the first phase of the plan, which they focused on this year. He described this as a road map for what they want the plan to look like, how it will be implemented over the next few years and indicated that, as part of the process, they have had staff training workshops, performed a gap assessment on procedures, and are looking at business process improvements and IT strategies.

Mr. Schiller stated they have developed an inventory of master plans to enable to determine if there are projects that have been identified that still have to be done and to see which facilities or systems may have gaps for which they don't have a master plan. He next reviewed year one highlights. He stated they contracted with a nationally recognized consulting firm to guide them through the asset management process, which he characterized as a great learning experience, and for both strategies they have begun to organize internal assets, some of which will be included in the internal asset

management program as they move to the implementation phase, and which will allow them to identify some critical assets in the Master Plan that may warrant their own master plans.

Ms. Galvin asked who the consulting firm is.

Mr. Schiller replied that it is GHD, based in Maryland.

Mr. Gaffney asked if there is a way to measure ways to increase the life of equipment and if the consulting company can help with this.

Mr. Schiller replied that a lot of the asset management involves risk assessment and where to best apply their efforts and they will answer questions about pieces of equipment to determine risk and consequence of failure in order to apply efforts most effectively. He stated there could be opportunities to extend the life of equipment through additional preventive maintenance or by having more spare parts in stock.

Mr. Mawyer added that there are benefits in cost savings where they can proactively plan for replacement rather than react when something breaks.

Ms. McIlwee stated that in year two some of the goal teams will be replacing members and inviting additional employees to serve, the teams will develop new tactics, start new strategies, decide what needs to roll forward and what is complete, and they will provide another update to the Board next quarter.

Ms. Galvin remarked that she understands the value of the strategic plan, described it as being crisp, clean, concise, substantive, and can be used to enhance performance. She thanked them for taking it so seriously and for implementing it so wholeheartedly.

Mr. Mawyer remarked that the strategic plan has given them guidance and direction.

Mr. McKalips remarked that it is helpful to have the strategic plan posted at work locations.

Mr. Mawyer stated that at the benefits and safety meeting they talked about the purpose and goals of the strategic plan and have tried to keep it front and center for everyone.

- b. Presentations; Lonnie Wood, Director of Finance and Administration*
  - i. Personnel Management Plan Update*
  - ii. FY 2020 Pay Scale Adjustment*
  - iii. Virginia Retirement System Long Term Care Program*

Mr. Wood stated they have come up with a new personnel management plan based on the combining of existing plans and the elimination of some procedures. He noted that their payroll timesheet and timekeeping process is manually driven, though they plan to go to an automated system as part of their IT Master Plan, as their policies didn't fit with modern payroll and timekeeping processes. He continued that they have gone to a blended overtime rate, which means that overtime is calculated weekly, whereas the Authority has a bi-weekly pay schedule, which could result in two different overtime rates on one paycheck. System changes they have made will allow them to do this and to bring the overtime policy into the modern era and to meet all FLSA

requirements. He stated they have added night differential pay of 2% of base pay for water and wastewater operators that work a rolling 12 hour day/night shift, as this had been identified in meetings with employees and is an incentive for employees to take this shift.

Mr. O'Connell asked if he has included the funding for that in the budget.

Mr. Wood replied that it will cost about \$16K and will be absorbed under normal vacancy turnover and, should it run over, they can make up the difference in workman's compensation since they received a better bid this year. He stated they have included a retirement benefit that mirrors what VRS Plan 1 employees receive in the old manual. The new policy enables hybrid employees to receive \$200 of sick leave pay for each year of service up to a maximum of \$5K. He stated he will review a couple of other notable policy changes. He stated the Wednesday before Thanksgiving will become a formal holiday and they will make April 13, Thomas Jefferson's birthday, a floating holiday for which the Authority will be open. He stated they have increased the tuition reimbursement of college credit courses from \$2,625 to \$5,250, which is the IRS tax-exempt limit. He thanked Ms. Nemeth for her work on this.

Mr. Wood reminded the Board that in summer 2017, they instituted a salary survey along with the compensation plan and that salary adjustments in 2018 were made based on the results, despite the fact the data was probably a year old. He stated they utilized that year-old data and will now add a CPI-U Index adjustment increase which could support a 5% increase, but which will not have a budget impact.

Dr. Richardson asked how they planned to keep the scale moving.

Mr. Wood replied that the Authority's policy mandates a salary survey every five years, though their goal is to conduct this every three years, and in off years will look at the CPI-U increase.

Mr. Gaffney stated if they only did it once every five years, it would look like a huge jump.

Mr. Wood informed the Board that VRS offers a long-term care insurance program through political subdivision employers, the last time political subdivisions could opt in was in 2010-2011, and the Authority recommends they opt in this time, as this will not entail any cost to the Authority as employees pay for 100% of the cost and it does not have to be deducted by payroll.

Dr. Richardson asked what the savings on overtime will be by calculating overtime pay on a weekly basis.

Mr. Wood explained that under the current system, they consider holiday and unscheduled time pay to be overtime pay, which is difficult to manage, and the new system will be easier to manage by separating out what is truly overtime and allow them to adjust schedules to reduce overtime.

Dr. Richardson remarked that when a person takes off the second week of the pay period the costs jump if overtime is calculated weekly and he thinks they will see cost savings.

Mr. Wood replied that he is hoping they will.

Ms. Galvin asked how often employees were evaluated.

Mr. Wood replied that the evaluation period runs from April 1–March 30, so that the merit system can be effective July 1, and enables them to have sufficient time to conduct evaluations, meet with employees, and enter the information into the system.

Mr. Mawyer explained that employees are rated on a 1 to 3 scale and the 3% pool money approved by the Board is distributed in accordance with the merit score.

Mr. Wood added that the pool of money for merit pay is limited and they have to wait until everyone has been evaluated in order to calculate the merit pay for each employee.

**Ms. Galvin moved that the boards of the RSWA and RWSA approve the update of the Personnel Management Plan, FY20 payroll scale adjustment, and Virginia Retirement System Long-Term Care Insurance program. The motion was seconded by Mr. Oberdorfer and passed (5-0) by the RSWA Board and (5-0) by the RWSA Board. Mr. Richardson and Dr. Palmer were absent from the joint meeting and the vote.**

**10. *OTHER ITEMS FROM BOARD/STAFF NOT ON AGENDA***

There were none presented.

**11. *CLOSED MEETING***

There was no closed meeting.

**12. *ADJOURNMENT***

**At 3:01 p.m., Ms. Galvin moved that the RSWA Board adjourn its meeting. The motion was seconded by Mr. Oberdorfer and passed (5-0).**



## MEMORANDUM

**TO: RIVANNA SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS**

**FROM: BILL MAWYER, EXECUTIVE DIRECTOR**

**SUBJECT: EXECUTIVE DIRECTOR'S REPORT**

**DATE: JUNE 25, 2019**

### *STRATEGIC PLAN GOAL: WORKFORCE DEVELOPMENT*

#### **Security of our Employees and Facilities**

Measures have been taken to secure our facilities. Visitor access to the Administration Building has been restricted. Security measures for the Engineering facilities will be improved shortly. A card-controlled access system is being planned for all of our facilities. Employees have received training for an "Active Shooter" event.

### *STRATEGIC PLAN GOAL: ENVIRONMENTAL STEWARDSHIP; SOLID WASTE SERVICES*

#### **Use of the Ivy Materials Utilization Center: May 2019**

<u>Vehicles</u>	<u>AVG MSW &amp; CDD Tons/Day</u>
5,114	102



## MEMORANDUM

**TO: RIVANNA SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS**

**FROM: LONZY WOOD, DIRECTOR OF FINANCE AND  
ADMINISTRATION**

**REVIEWED: BILL MAWYER, EXECUTIVE DIRECTOR**

**SUBJECT: MAY 2019 FINANCIAL SUMMARY**

**DATE: JUNE 25, 2019**

The results of operations and remediation activities for the first eleven months of the fiscal year are summarized below and in the attached statements.

	<u>Operating Results</u>	<u>Remediation Results</u>	<u>Total</u>
Total Revenues	\$ 1,619,131	\$ -	\$ 1,619,131
Total Expenses	<u>(2,390,176)</u>	<u>(761,671)</u>	<u>(3,151,847)</u>
Net operating results	(771,045)	(761,671)	(1,532,716)
Support - MOU & Local	<u>1,160,554</u>	<u>383,742</u>	<u>1,544,296</u>
Surplus/(Deficit)*	<u>\$ 389,509</u>	<u>\$ (377,929)</u>	<u>\$ 11,580</u>

\* Cash reserves are used when deficits occur. (Use of up to \$390,000 in reserves for an expected shortfall for remediation was included in FY 2019 budget.)

Total operating revenues through May were \$425,400 over budget and total operating expenses were \$128,000 over budget. The Authority has processed 26,240 tons of waste this fiscal year. A breakdown of net revenue or cost per ton, including overhead and administrative support costs, is shown below.

	<u>Ivy MSW</u>	<u>Ivy - All Other</u>	<u>Recycling</u>	<u>Total</u>
Tonnage	14,041	10,199	2,000	26,240
Net operating revenue (costs)	\$ (396,584)	\$ (23,687)	\$ (350,773)	\$ (771,044)
Net revenue (cost) per ton	\$ (28.24)	\$ (2.32)	\$ (175.39)	\$ (29.38)

Attachments

Target Rate: 91.67%

<u>Operations</u>	Budget	Actual Y-T-D	IVY OPERATIONS		MSW-IVY TRANSFER		RECYCLE OPERATIONS		ADMIN. SERVICES	
			Budget	Actual Y-T-D	Budget	Actual Y-T-D	Budget	Actual Y-T-D	Budget	Actual Y-T-D
<b>REVENUES</b>										
Ivy Operations Tipping Fees	\$ 158,960	239,829	\$ 158,960	239,829						
Ivy MSW Transfer Tipping Fees	648,200	902,514			648,200	902,514				
Material & Other Sales-Ivy	121,500	131,895	121,500	131,895						
Recycling Revenues	251,900	179,884					251,900	179,884		
Other Revenues	77,200	100,043			77,200	100,043				
Interest & Fees	44,500	64,966							44,500	64,966
Total Revenues	\$ 1,302,260	\$ 1,619,131	\$ 280,460	\$ 371,724	\$ 725,400	\$ 1,002,557	\$ 251,900	\$ 179,884	\$ 44,500	\$ 64,966
Budget vs. Actual*		124.33%		132.54%		138.21%		71.41%		145.99%
<b>EXPENSES</b>										
Ivy Operations	324,245	257,109	324,245	257,109						
Ivy MSW Transfer	1,186,282	1,260,839			1,186,282	1,260,839				
Recycling Operations	452,490	420,015					452,490	420,015		
Administration	694,924	618,175							694,924	618,175
Total Expenses	2,657,941	2,556,138	324,245	257,109	1,186,282	1,260,839	452,490	420,015	694,924	618,175
Budget vs. Actual*		96.17%		79.29%		106.28%		92.82%		88.96%
Net Results Before Administrative Allocation	\$ (1,355,681)	\$ (937,006)	\$ (43,785)	\$ 114,615	\$ (460,882)	\$ (258,282)	\$ (200,590)	\$ (240,131)	\$ (650,424)	\$ (553,208)
Administrative allocations:										
Administrative costs to Envir. MOU (below)	195,127	165,962							195,127	165,962
Administrative costs to Operations	-	-	(162,606)	(138,302)	(162,606)	(138,302)	(130,085)	(110,642)	455,297	387,246
Net Operating Income (Loss)	\$ (1,160,554)	\$ (771,044)	\$ (206,391)	\$ (23,687)	\$ (623,488)	\$ (396,584)	\$ (330,675)	\$ (350,773)	\$ -	\$ -
<b>Other Funding Sources</b>										
Local Government Contributions	1,160,554	1,160,554								
County Contribution - Capital Grant	-	933,189								
Transfer to Capital Fund - Transfer Station	-	(933,189)								
Surplus (Deficit) - Operations	\$ (0)	\$ 389,510								

<u>Environmental Programs</u>		
	Budget	Actual Y-T-D
<b>REVENUES</b>		
Remediation Support	383,741	383,742
Total Revenues	383,741	383,742
Budget vs. Actual*		100.00%
<b>EXPENSES</b>		
Ivy Environmental	578,614	595,709
Administrative Allocation	195,127	165,962
	773,741	761,671
Budget vs. Actual*		98.44%
Cash Reserves Used	390,000	377,929
Surplus (Deficit) - Environmental	\$ -	\$ -
Total Surplus (Deficit)	\$ (0)	\$ 389,510



**Rivanna Solid Waste Authority**  
**Monthly Financial Status Report**  
**FY 2019**

	July	August	September	October	November	December	January	February	March	April	May	Year-to-Date
<b><u>Revenues</u></b>												
Ivy Operations Tipping Fees	\$ 26,096	\$ 28,325	\$ 16,282	\$ 25,341	\$ 20,201	\$ 11,408	\$ 12,141	\$ 14,624	\$ 24,157	\$ 21,331	\$ 39,923	\$ 239,829
Ivy MSW Transfer Tipping Fees	58,095	75,260	52,461	64,358	57,233	48,559	82,839	69,117	118,764	127,638	148,190	902,514
Ivy Material Sales	15,367	15,616	10,745	13,325	11,160	11,043	6,908	7,251	15,651	16,793	8,036	131,895
Recycling	13,491	11,385	7,688	52,598	12,008	13,702	21,605	10,320	18,435	5,336	13,316	179,884
Other Revenues	10,346	22,279	8,777	8,907	6,915	4,661	5,694	5,211	7,515	8,986	10,752	100,043
Remediation Support	79,982	48,981	26,959	75,940	-	-	75,940	-	-	75,940	-	383,742
Interest & Late Fees	6,834	4,395	6,891	4,258	4,617	7,843	6,187	5,592	6,058	6,446	5,846	64,966
<b>Total Revenues</b>	<b>\$ 210,212</b>	<b>\$ 206,241</b>	<b>\$ 129,802</b>	<b>\$ 244,726</b>	<b>\$ 112,133</b>	<b>\$ 97,217</b>	<b>\$ 211,314</b>	<b>\$ 112,115</b>	<b>\$ 190,581</b>	<b>\$ 262,469</b>	<b>\$ 226,063</b>	<b>\$ 2,002,873</b>
<b><u>Expenses</u></b>												
Ivy Operations	\$ 24,197	\$ 23,653	\$ 23,051	\$ 21,339	\$ 29,250	\$ 19,061	\$ 18,449	\$ 20,066	\$ 23,437	\$ 23,251	\$ 31,356	\$ 257,109
Ivy Environmental	32,707	52,123	95,272	32,568	58,023	49,945	54,102	47,694	35,659	71,149	66,467	595,709
Ivy MSW Transfer	42,723	107,353	111,766	118,015	124,100	103,933	61,800	123,914	115,493	183,186	168,555	1,260,839
Recycling Operation	41,155	33,947	34,827	33,219	45,639	37,180	25,693	46,267	38,435	34,654	49,000	420,015
Administration	56,173	51,092	54,213	53,616	55,545	60,716	52,494	62,863	53,584	54,022	63,855	618,175
<b>Total Expenses</b>	<b>\$ 196,955</b>	<b>\$ 268,167</b>	<b>\$ 319,129</b>	<b>\$ 258,758</b>	<b>\$ 312,556</b>	<b>\$ 270,835</b>	<b>\$ 212,538</b>	<b>\$ 300,803</b>	<b>\$ 266,609</b>	<b>\$ 366,262</b>	<b>\$ 379,233</b>	<b>\$ 3,151,846</b>
<b>Net Operating Income (Loss)</b>	<b>\$ 13,257</b>	<b>\$ (61,926)</b>	<b>\$ (189,327)</b>	<b>\$ (14,032)</b>	<b>\$ (200,423)</b>	<b>\$ (173,618)</b>	<b>\$ (1,225)</b>	<b>\$ (188,688)</b>	<b>\$ (76,028)</b>	<b>\$ (103,793)</b>	<b>\$ (153,171)</b>	<b>\$ (1,148,973)</b>
<b><u>Other Funding Sources</u></b>												
Local Government Contributions	\$ -	\$ 265,338	\$ 24,801	\$ 290,138	\$ -	\$ -	\$ 290,138	\$ -	\$ -	\$ 290,138	\$ -	\$ 1,160,554
County Contribution - Capital Grant	260,104	207,201	149,533	-	212,703	-	103,649	-	-	-	-	933,189
Transfer to Capital Fund - Transfer Station	(260,104)	(207,201)	(149,533)	-	(212,703)	-	(103,649)	-	-	-	-	(933,189)
												-
<b><u>Use of Cash Reserves</u></b>	<b>-</b>	<b>-</b>	<b>67,187</b>	<b>-</b>	<b>-</b>	<b>110,544</b>	<b>(7,946)</b>	<b>64,875</b>	<b>49,917</b>	<b>9,482</b>	<b>83,870</b>	<b>377,929</b>
<b>Surplus (Deficit)</b>	<b>\$ 13,257</b>	<b>\$ 203,412</b>	<b>\$ (97,339)</b>	<b>\$ 276,107</b>	<b>\$ (200,423)</b>	<b>\$ (63,074)</b>	<b>\$ 280,968</b>	<b>\$ (123,813)</b>	<b>\$ (26,111)</b>	<b>\$ 195,828</b>	<b>\$ (69,301)</b>	<b>\$ 389,510</b>

Rivanna Solid Waste Authority  
Monthly Cash Flow Report  
FY 2019

	July	August	September	October	November	December	January	February	March	April	May
<b>Net Operating Income</b>	\$ 13,257	\$ (61,926)	\$ (189,327)	\$ (14,032)	\$ (200,423)	\$ (173,618)	\$ (1,225)	\$ (188,688)	\$ (76,028)	\$ (103,793)	\$ (153,171)
<b>Adjustments for cash flow purposes to show funds available for operations:</b>											
Local Government Contributions	-	265,338	24,801	290,138	-	-	290,138	-	-	290,138	-
(Increase) decrease in accounts receivable	(97,902)	85,761	44,645	5,461	1,112	10,736	(13,870)	79,170	(17,958)	(50,016)	(5,940)
Increase (decrease) in accounts payable	(408,602)	(9,818)	28,396	4,862	(26,149)	2,384	(104,427)	96,956	(1,538)	(19,425)	22,550
Capital reserve fund interest not available in operating cash	(3,463)	(1,588)	(3,438)	(1,078)	(719)	(4,273)	(2,363)	(2,162)	(2,181)	(1,887)	(1,964)
Trust fund interest not available in operating cash	(294)	(271)	(222)	(219)	(239)	(238)	(257)	(269)	(245)	(541)	5
Trust fund release for Transfer Station permit	55,968										
Transfer of above amount to capital reserve fund					(55,968)					55,760	
Increase (Decrease) in Operating Cash	\$ (441,037)	\$ 277,495	\$ (95,146)	\$ 285,133	\$ (282,386)	\$ (165,010)	\$ 167,996	\$ (14,992)	\$ (97,949)	\$ 170,238	\$ (138,519)
<b>Operating Cash Balance - Beginning</b>	2,650,834	2,209,797	2,487,292	2,392,146	2,677,279	2,394,893	2,229,883	2,397,879	2,382,887	2,284,937	2,455,175
<b>Operating Cash Balance - Ending</b>	<u>\$ 2,209,797</u>	<u>\$ 2,487,292</u>	<u>\$ 2,392,146</u>	<u>\$ 2,677,279</u>	<u>\$ 2,394,893</u>	<u>\$ 2,229,883</u>	<u>\$ 2,397,879</u>	<u>\$ 2,382,887</u>	<u>\$ 2,284,937</u>	<u>\$ 2,455,175</u>	<u>\$ 2,316,656</u>

**Rivanna Solid Waste Authority**  
**Fiscal Year 2019**  
**May 2019**  
**Revenue Detail Report**

Revenue Line Item	Tonnage	
	Budget FY 2019	Actual YTD
<b>IVY TIPPING FEES</b>		
Clean Fill Material	5,000	7,005
Grindable Vegetative Material	1,500	2,631
Pallets	70	64
Tires, Whole	90	65
Tires/White Good (per item)		
<i>Subtotal</i>	6,660	9,765

<b>IVY TRANSFER STATION</b>		
Compost Services	500	421
MSW Transfer Station	8,200	14,041
<i>Subtotal</i>	8,200	14,041

<b>MATERIAL SALES - IVY</b>	
Encore	
Metals	
Wood Mulch & Chips	
Hauling Fees	
Other Materials	
<i>Subtotal</i>	

<b>RECYCLING</b>	
Material Sales	
Other Materials & Services	
Grants-Operating	
Hauling Fees	
<i>Subtotal</i>	

<b>OTHER REVENUES</b>	
Service Charge Fees	
Other Revenues	

<b>REMEDIATION SUPPORT</b>	
UVA Contribution	
County Contribution	
City Contribution	
<i>Subtotal</i>	

<b>INTEREST, LATE FEES, OTHER</b>	
Trust Fund Interest	
Finance Charges	
Capital Reserve Fund Interest	
Operating Investment Interest	
<i>Subtotal</i>	

<b>Total</b>	<b>14,860</b>	<b>23,806</b>
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Revenue				
Budget FY 2019	Budget YTD	Actual YTD	Budget vs. Actual	Variance %
\$ 50,000	\$ 45,833	\$ 69,956	\$ 24,123	52.63%
72,000	66,000	128,753	62,753	95.08%
3,360	3,080	3,046	(34)	-1.10%
17,100	15,675	12,280	(3,395)	-21.66%
16,500	15,125	25,794	10,669	70.54%
\$ 158,960	\$ 145,713	\$ 239,829	\$ 94,116	64.59%

\$ 89,000	\$ 81,583	\$ 74,781	\$ (6,802)	-8.34%
559,200	512,600	827,733	315,133	61.48%
\$ 648,200	\$ 594,183	\$ 902,514	\$ 308,331	51.89%

\$ 19,000	\$ 17,417	\$ 21,619	\$ 4,202	24.13%
30,000	27,500	36,424	8,924	32.45%
22,000	20,167	34,359	14,192	70.38%
50,000	45,833	38,763	(7,070)	-15.43%
500	458	730	272	59.27%
\$ 121,500	\$ 111,375	\$ 131,895	\$ 20,520	18.42%

\$ 215,000	\$ 197,083	\$ 141,992	\$ (55,092)	-27.95%
6,300	5,775	4,986	(789)	-13.67%
27,000	24,750	29,597	4,847	19.58%
3,600	3,300	3,310	10	0.30%
\$ 251,900	\$ 230,908	\$ 179,884	\$ (51,024)	-22.10%

\$ 70,000	\$ 64,167	\$ 78,781	\$ 14,614	22.78%
7,200	6,600	21,262	14,662	
\$ 77,200	\$ 70,767	\$ 100,043	\$ 29,276	41.37%

\$ 79,982	\$ 73,317	\$ 79,982	\$ 6,665	9.09%
195,925	179,598	195,925	16,327	9.09%
107,834	98,848	107,835	8,987	9.09%
\$ 383,741	\$ 351,763	\$ 383,742	\$ 31,979	9.09%

\$ 2,000	\$ 1,833	\$ 2,790	\$ 957	52.18%
500	458	1,407	949	207.00%
17,000	15,583	25,115	9,532	61.17%
25,000	22,917	35,654	12,737	55.58%
\$ 44,500	\$ 40,792	\$ 64,966	\$ 24,175	59.26%

<b>\$ 1,686,001</b>	<b>\$ 1,545,501</b>	<b>\$ 2,002,873</b>	<b>\$ 457,373</b>	<b>29.59%</b>
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<b>Rivanna Solid Waste Authority</b> <b>Historical Material Tonnage Report - Recycling</b> <b>Fiscal Years 2015-2019</b>
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Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019 (Jul-May)
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*In U.S. Tons*

**Fiber Products**

Newspaper, magazines, catalogs  
Cardboard (corrugated)  
Mixed paper and phone books  
File stock (office paper)

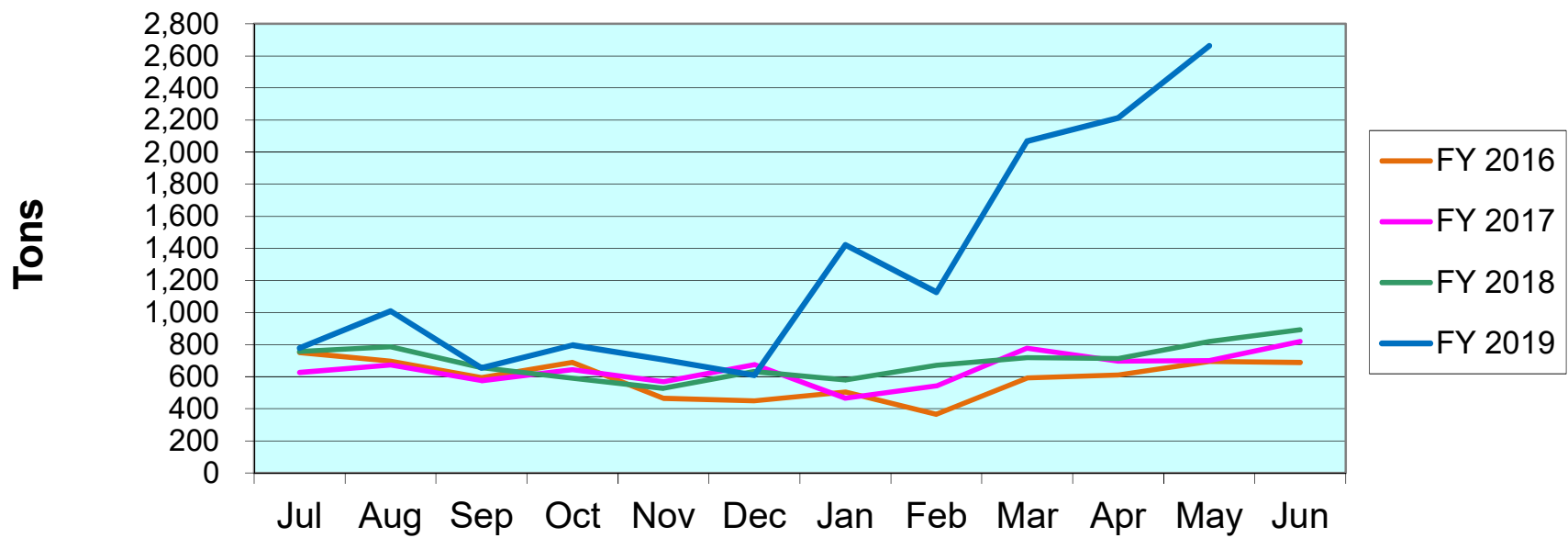
524	512	419	424	401
278	459	812	763	753
212	214	156	187	238
125	125	122	111	109
<b>Total Fiber Products</b>	1,139	1,310	1,509	1,485
			1,485	1,501

**Other Products**

Glass  
Metal Cans  
Plastic

219	191	252	252	352
30	32	31	41	50
95	82	86	103	97
<b>Total Other Products</b>	344	305	369	396
<b>Total</b>	1,483	1,615	1,878	1,881
			1,881	2,000

**Rivanna Solid Waste Authority  
MSW Transfer Station Tonnages  
FY 2016-2019**





## MEMORANDUM

**TO: RIVANNA SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS**

**FROM: DAVID RHOADES, SOLID WASTE MANAGER;  
PHILLIP MCKALIPS, DIRECTOR OF SOLID WASTE**

**REVIEWED BY: BILL MAWYER, EXECUTIVE DIRECTOR**

**SUBJECT: IVY MATERIAL UTILIZATION CENTER REPORT/  
RECYCLING OPERATIONS UPDATE**

**DATE: JUNE 25, 2019**

### **Ivy Material Utilization Center (IMUC) : DEQ Permit 132: 300 tons/day MSW limit**

#### **May 2019**

- **5,114 vehicles crossed the scales**
- The IMUC transfer station operated 26 days and received a total of 2,662.41 tons of municipal solid waste (MSW), an average of 102.40 tons per day of operation. The monthly transfer station tonnage figures are attached to this report.
- 1,603.36 tons of non-MSW materials were received
- 8,205.72 tons were received as a combined total tonnage (MSW + non-MSW)

### **Paint Collection:**

On May 14th, 2019, the Ivy MUC shipped out the twenty-first full 30-yard container of paint since the program began in August 2016. RSWA currently has loaded 20 cubic yards of paint which will be included in a future shipment. Each 30-yard container holds about 4,200 one-gallon paint cans. This program continues to make paint disposal more convenient for residents and to alleviate some of the congestion during our fall and spring Household Hazardous Waste Days.

### **Compostable Food Waste Collection:**

This program continues to operate smoothly at the IMUC. This service is free to County residents. A similar bin has been placed at the Transfer Station for the receipt of compostable food wastes from commercial customers. Commercial customers are charged the established disposal fee of \$178 per ton.

The McIntire Recycle Center received 6.36 tons of compostable materials residents in May.

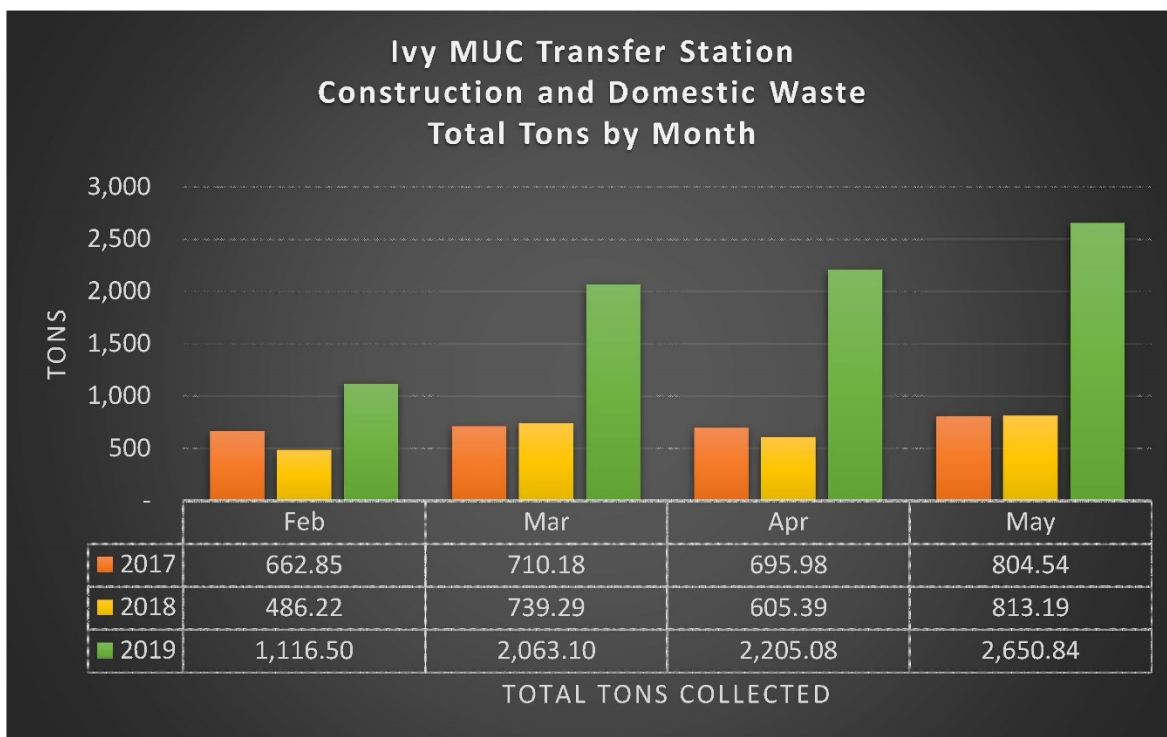
**Spring HHW and Bulky Waste Totals:**

Saturday, May 18, 2019: *Tires*

A total of 194 vehicles participated, including 182 from the County and 12 from the City.  
A total of 85.33 tons of tires were received, separated, and trucked to end user for recycling.

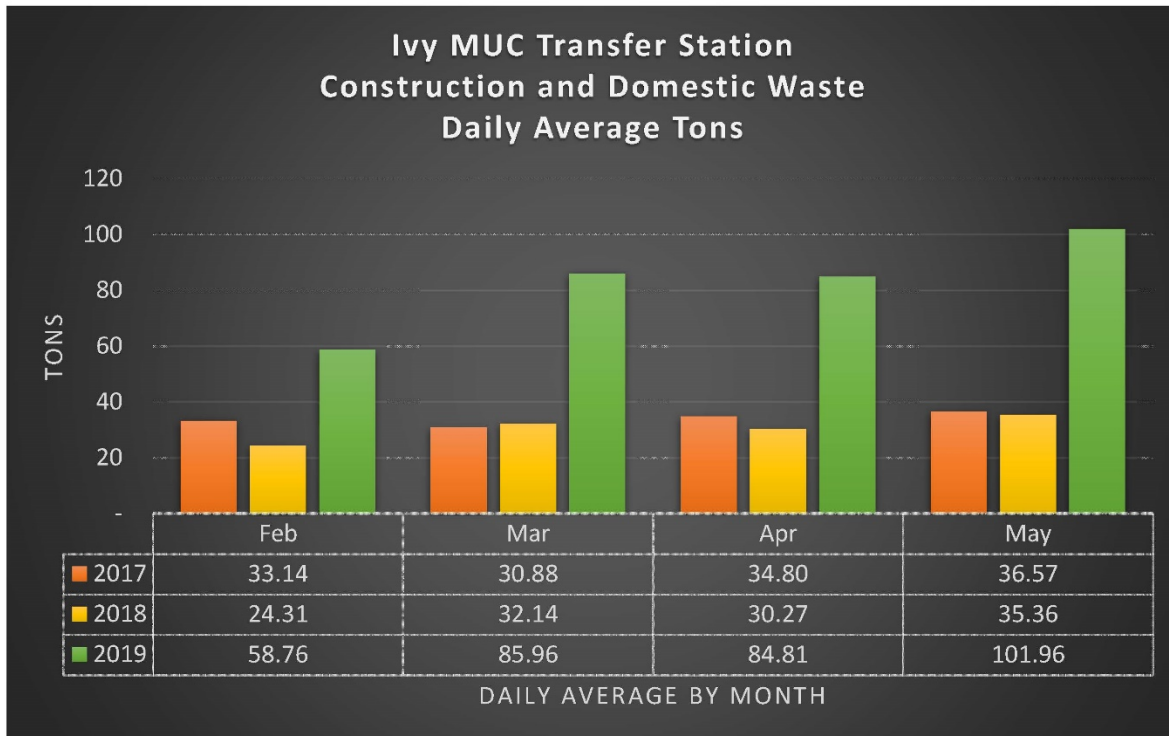
**Transfer Station Update**

As shown on the following figure, we continue to see growth in the tonnages being processed at the new Transfer Station.



The 2,650.84 total tons received in May is a 20% increase in tonnage over that received in April. Our average daily tonnage has increased to 101.96 tons per day which exceeds the “break even” tonnage of 87 tons per day which was the average tonnage needed to account for the additional cost of the reduced

tipping fee and Monday operations. The six-month pilot of Monday operations is planned to continue until September 23, 2019.





Ivy Material Utilization Center  
Daily Scale Crossing Data



May 1-31, 2019

Days of

Operation: 26

Operation: 26		MSW collected at Transfer Station (tons)						Non-MSW
		Vehicles	Count	Citizen-Can	Construction	Domestic	MSW Total	Total Tons
05/01/19	Wednesday	177	202	0.28	59.72	35.81	95.81	133.73
05/02/19	Thursday	166	201	0.62	86.04	54.75	141.41	106.64
05/03/19	Friday	161	173	0.31	56.22	34.06	90.59	22.90
05/04/19	Saturday	245	304	0.70	17.77	21.77	40.24	16.31
05/05/19	Sunday	-	-	-	-	-	-	-
05/06/19	Monday	125	118	0.18	59.26	81.62	141.06	118.10
05/07/19	Tuesday	207	209	0.52	34.15	57.03	91.70	159.37
05/08/19	Wednesday	145	141	0.39	68.88	35.25	104.52	34.20
05/09/19	Thursday	154	174	0.52	21.16	101.40	123.08	44.99
05/10/19	Friday	162	168	0.55	21.69	38.53	60.77	21.39
05/11/19	Saturday	265	255	0.92	24.01	35.13	60.06	7.48
05/12/19	Sunday	-	-	-	-	-	-	-
05/13/19	Monday	102	117	0.10	37.83	75.97	113.90	2.22
05/14/19	Tuesday	190	248	0.51	53.51	47.29	101.31	139.56
05/15/19	Wednesday	170	181	0.39	80.42	39.82	120.63	116.21
05/16/19	Thursday	178	383	0.59	50.84	50.18	101.61	38.96
05/17/19	Friday	211	246	0.46	46.73	60.26	107.45	24.88
05/18/19	Saturday	248	289	0.72	9.93	29.33	39.98	2.98
05/19/19	Sunday	-	-	-	-	-	-	-
05/20/19	Monday	151	149	0.15	25.94	79.79	105.88	31.61
05/21/19	Tuesday	240	272	0.50	32.74	61.52	94.76	92.90
05/22/19	Wednesday	199	217	0.31	39.03	88.45	127.79	65.56
05/23/19	Thursday	214	234	0.33	82.67	66.79	149.79	164.70
05/24/19	Friday	222	238	0.35	44.56	91.67	136.58	59.39
05/25/19	Saturday	281	362	0.54	18.21	26.62	45.37	18.74
05/26/19	Sunday	-	-	-	-	-	-	-
05/27/19	Monday	-	-	-	-	-	-	-
05/28/19	Tuesday	249	352	0.25	43.58	80.35	124.18	31.53
05/29/19	Wednesday	213	243	0.43	52.99	64.73	118.15	37.33
05/30/19	Thursday	211	204	0.53	86.37	64.28	151.18	95.85
05/31/19	Friday	228	285	0.42	27.64	46.55	74.61	15.83
Total		5,114	5,965	11.57	1,181.89	1,468.95	2,662.41	1,603.36
Average		197	229	0.45	45.46	56.50	102.40	61.67
Median		203	226	0.45	44.07	55.89	105.20	38.15
Maximum		281	383	0.92	86.37	101.40	151.18	164.70
Minimum		102	117	0.10	9.93	21.77	39.98	2.22

**Material Type & Description**

**Citizen-Can:** Roll-off container at the Ivy MUC Convenience Center-citizens dispose of prepaid trashbags

**Construction:** Construction/demolition debris (shingles, sheetrock, treated lumber, etc.)

**Count:** Transactions per item (appliances, hauling fees, service fees, tag-bag stickers, tires)

**Domestic:** Business/residential general or household waste

**MSW:** Materials processed/handled at the Transfer Station

**Non-MSW:** Materials processed/handled on-site

**Vehicle:** Transactions or vehicles processed in a day



## MEMORANDUM

**TO: RIVANNA SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS**

**FROM: PHIL McKALIPS, DIRECTOR OF SOLID WASTE**

**REVIEWED BY: BILL MAWYER, EXECUTIVE DIRECTOR**

**SUBJECT: DEVELOPMENT RIGHTS, PROPERTY NEAR THE IVY  
MATERIAL UTILIZATION CENTER**

**DATE: JUNE 25, 2019**

The RSWA received a letter dated March 28, 2019 from Jon and Patricia Slohoda requesting transfer of a development right from an RSWA property adjacent to the Ivy MUC.

The Slohodas are neighbors of the Ivy MUC and additional parcels adjacent to the Ivy MUC purchased by the RSWA in the year 2000. The RSWA owns two parcels, (73-17D, 20.93 acres, and 73-17E, 5.0 acres) as shown on Figure 1. These parcels were purchased as part of a settlement related to environmental issues associated with the landfill.

In order to develop (subdivide) their property and build an additional dwelling, the Slohodas need an additional development right. This development right could be created by completing a Boundary Line Adjustment (BLA) of the two Authority parcels (20.93 acres and 5.0 acres) into one single parcel (of 25.93 acres) as shown on Figure 2. This would “free up” a development right, which could then be transferred to the Slohoda parcel during the BLA process. A similar request by the Slohodas was made to this Board on March 28, 2005 so that a home for their aged parents could be built (the parents have since passed). At that time, staff recommended, and the Board concurred, to not support this additional development on the western side of the Ivy MUC property. The Board did, however, invite the Slohodas to return this issue to the Board for its consideration in 18 months. The Slohodas have now returned with this request to the Board.

Staff have completed preliminary research into the proposed development right “transfer”, and it does appear that there is a viable path for such a process within the County’s development rules. The process, from the Authority’s perspective, would consist of hiring a licensed land surveyor to resurvey and replat the associated parcels. A rough estimate for this effort would be approximately \$2500. Copies of this plat would then be submitted to the County along with any required application paperwork and a \$215 fee. Once approved by the County, the Authority would have the BLA recorded in the Albemarle County Circuit Court Clerk’s Office. There may be additional costs for review by Authority Counsel.

As noted in the Board Meeting minutes from 2005, the parcels in question were purchased by the Authority to add to the property buffer on the western side of the Ivy MUC property. It seems that undertaking the BLA process to facilitate further development along the western side of the landfill property runs counter to the goal of maintaining an effective buffer.

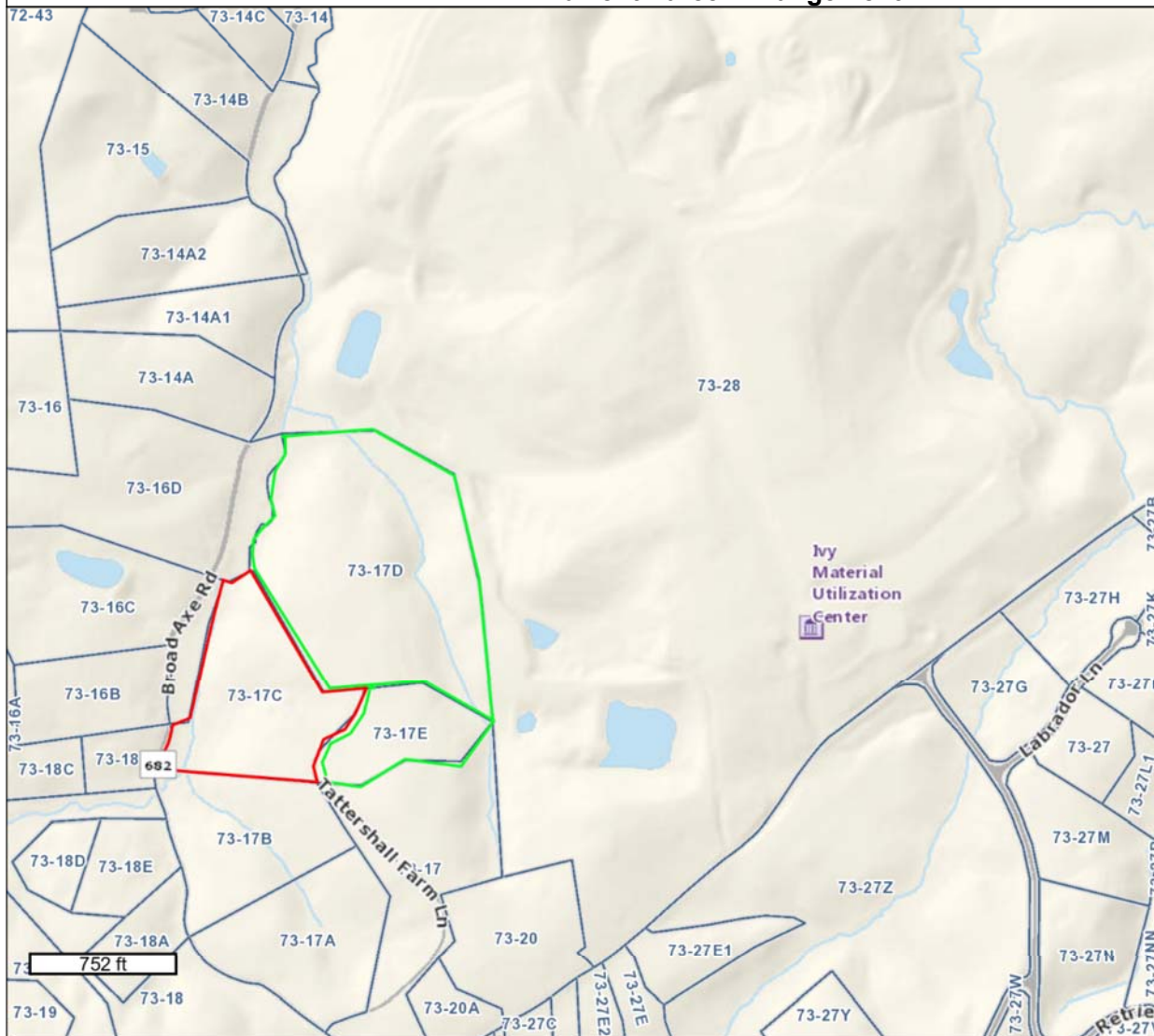
In order to maximize the value of the buffers purchased by the Authority, staff recommends that the Board decline the Slohoda request to transfer a development right which would facilitate further development proximate to the landfill.

**Board Action Requested:**

Staff requests the Board to consider the transfer of a development right to a private property located near the Ivy MUC.

Attachments: Figure 1: map of current Ivy parcels  
Figure 2: map of proposed Ivy parcels

# Current Parcel Arrangement



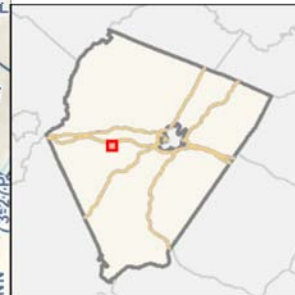
## Legend

(Note: Some items on map may not appear in legend)

Parcel Info  
 Parcels

The **green** line represents boundaries of RSWA parcels.

The **red** line represents the Slohoda parcel.

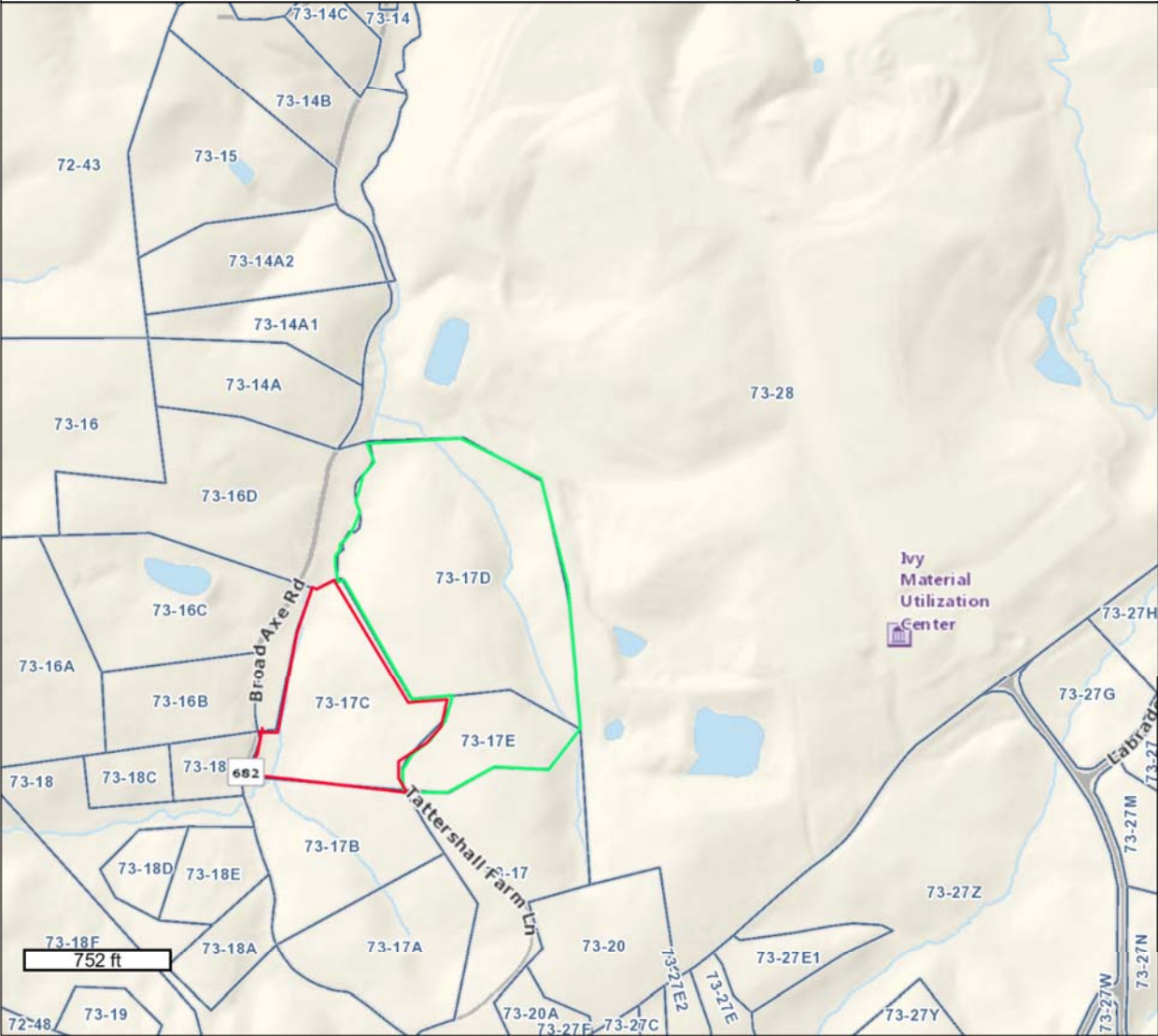


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Any determination of topography or contours, or any depiction of physical improvements, property lines or boundaries is for general information only and shall not be used for the design, modification, or construction of improvements to real property or for flood plain determination.

May 13, 2019

Parcels after Replat



**Legend**  
(Note: Some items on map may not appear in legend)

Parcel Info  
□ Parcels

The **green** line represents boundaries of RSWA parcels.

The **red** line represents the Slohoda parcel.



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# Transfer of Development Right: Property Near the Ivy MUC



# Background

- On March 28, 2005, the RSWA received a request to transfer a development right to Mr. and Mrs. Slohoda, neighbors to the Ivy MUC on its western side.
- The development right in question is part of the “Booth Farm” that was purchased by the RSWA in 2000 to provide buffer on the western side of the landfill.
- The Board declined this request but asked the Slohodas to return in 18 months for reconsideration.
- On March 28, 2019, the Slohodas renewed their request for the transfer of a development right.



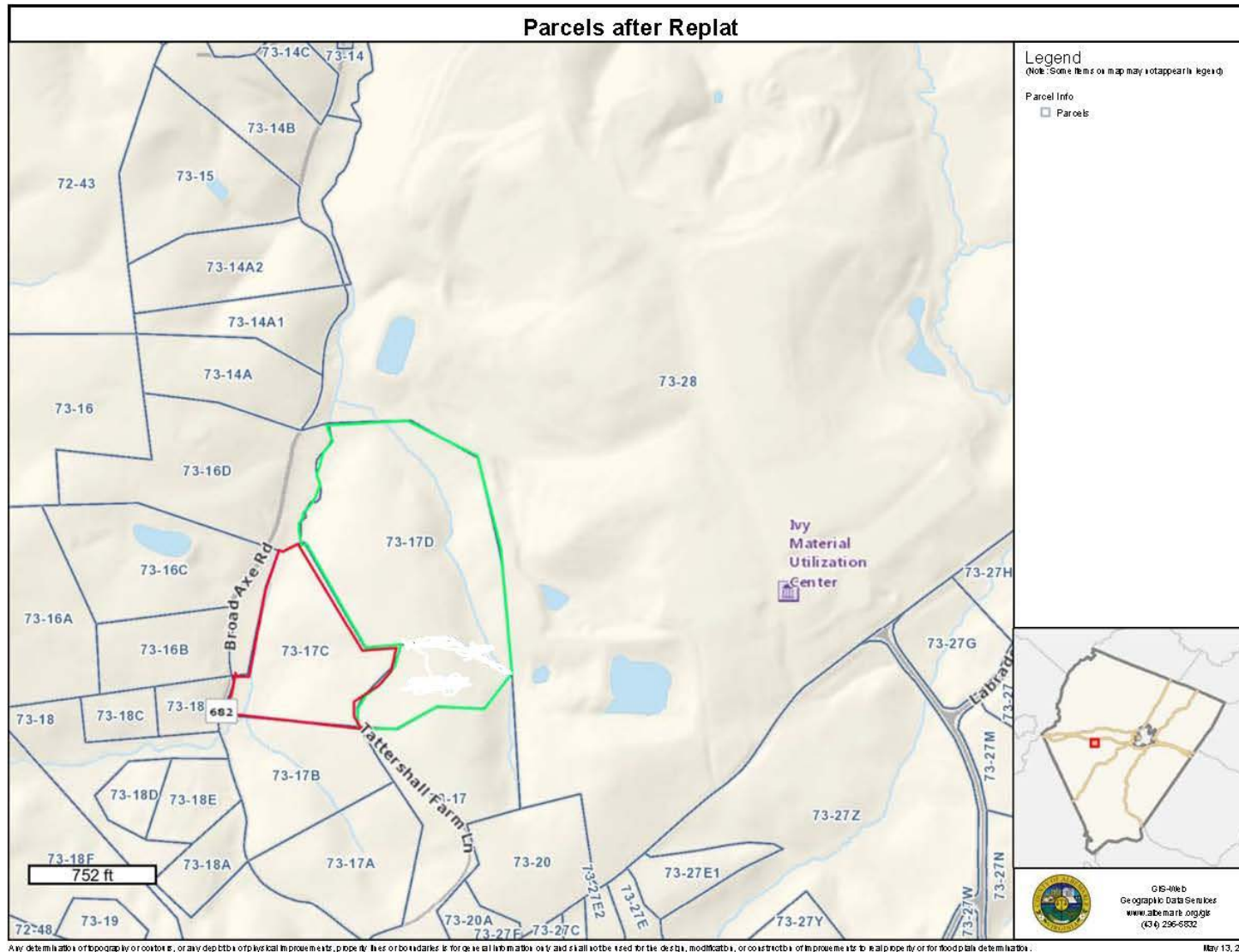




# How the transfer would work.

- The “Booth Farm” consisted of two parcels, one 21 acres, and the other 5 acres.
- These two parcels and the Slohoda property would be “replated” turning the RSWA parcels into one single parcel and assigning the vacated development right to the Slohoda Parcel.
- This would cost ~\$2500 for the replat survey, \$215 for Boundary Line Adjustment fee to the County, plus for legal review and recording costs for the new plat.
- This does not account for the value of the development right itself.

# Future State of Parcels



The green line represents boundaries of RSWA parcels.

The red line represents the Slohoda parcel.

# What are the possible implications?

- Would facilitate further development adjacent to RSWA property at Ivy.
- Would dispose of an asset owned by the RSWA.
- Would incur additional hard costs to the RSWA.

# Options

- Take no action, and defer to some time in the future.
- Decline the Slohoda's request.
- Consider the Slohoda's request, and request staff to begin a series of activities, including initiating the replat survey and obtaining an appraisal of the development right's value. Staff will then prepare a recommendation to the Board outlining various options for negotiating a transfer of the development right to the Slohodas.

# Staff Recommendation

- Staff recommends that the Board decline the Slohoda's request to transfer a development right in order to maximize the value of the buffers previously purchased by the Authority.

# Questions?

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