



# Board of Directors Meeting

August 27, 2019

2:00pm



## **BOARD OF DIRECTORS**

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

**DATE:** August 27, 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 June 25, 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*
  - c. Contract Award - Transportation and Disposal of MSW from the Ivy Transfer Station; Thompson Trucking*
  - d. Contract Award – Household Hazardous Waste and Electronic Waste Transportation And Disposal Services; MXI Environmental Services, LLC*
  - e. Contract Approval - Ivy Convenience Center Agreement*
- 8. OTHER BUSINESS**
  - a. Presentation and Approval: "Monday" Operations at the Ivy MUC  
Bill Mawyer, Executive Director*
- 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**  
**June 25, 2019**

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Tuesday, June 25, 2019 at 2:01 p.m. in the 2<sup>nd</sup> floor conference room, Administration Building, 695 Moores Creek Lane, Charlottesville, Virginia.

**Board Members Present:** Liz Palmer (arrived at 2:03 p.m.), Paul Oberdorfer, Mike Gaffney, Lance Stewart, Kathy Galvin, Tarron Richardson (left at 4:20 p.m.), Jeff Richardson.

**Rivanna Staff Present:** Lonnie Wood, Jennifer Whitaker, Phil McKalips, Liz Coleman, Scott Schiller, Austin Marrs, Andrea Terry, David Tungate, Michelle Simpson, Grace Hopkins, David Rhoades, Mike Ralston, Mike Haley, Dyon Vega, Bill Mawyer, Katie McIlwee.

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

**1. CALL TO ORDER**

Mr. Gaffney convened the June 25, 2019 meeting of the Rivanna Solid Waste Authority at 2:01 p.m.

**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. None were presented.

**Ms. Galvin moved that the Board approve the minutes of the previous Board meeting. The motion was seconded by Mr. Oberdorfer and passed unanimously (6-0). Dr. Palmer had not yet arrived at the meeting and was absent from the vote.**

**3. RECOGNITIONS**

Mr. Gaffney stated that they did not have any recognitions.

**4. EXECUTIVE DIRECTOR'S REPORT**

Mr. Bill Mawyer presented to the Board. He stated they have enhanced their security after the Virginia Beach tragedy and would now have a County police officer present at Board meetings. He listed the following security measures to be implemented: lock the visitor door and manage and control access, though they still welcome people to attend the meetings, install locks on the engineering trailer, require employees to wear badges, install a card access system to the building, employees viewed an active shooter training video a couple of weeks ago and they would have an FBI agent provide active shooter training tomorrow.

Mr. Mawyer reported that over 5,000 vehicles had visited the Ivy Materials Utilization Center (MUC) in May. The Transfer Station averaged over 100 tons/day during the month, and has averaged 97 tons on Mondays since they added this day. Use of McIntire Recycling Center has increased from the same time last year by over 840 vehicles — or 40%, for the same week in June this year versus last year. He observed that there was an error in Item 7b of the Ivy MUC Report as the reported 8,200 tons of waste was actually 4,265 tons.

48  
49  
50 **5. ITEMS FROM THE PUBLIC**

51 Ms. Patricia Slahoda, resident of Ivy, addressed the Board. She stated she lives next to the facility,  
52 that for the past 18 years she has requested a transfer of division rights to her property, and asked  
53 the Board if it has made a decision.  
54

55 Mr. Gaffney replied that a discussion of this issue would be held during today's meeting.  
56

57 Ms. Slahoda asked if they need any information from her.  
58

59 Mr. Gaffney replied that, should they have any questions, they would let her know during that  
60 portion of the meeting.  
61

62 Mr. Larry Miller asked the Board for the status of the new leases at Buck Mountain.  
63

64 Mr. Gaffney responded that this matter is related to the Rivanna Water and Sewer Authority, which  
65 is the next meeting.  
66

67 Mr. Gaffney closed the Items from the Public portion of the meeting.  
68

69 **6. RESPONSES TO PUBLIC COMMENT**

70 There were no responses.  
71

72 **7. CONSENT AGENDA**

73 Mr. Gaffney asked members if there were any items they would like to pull from the Consent  
74 Agenda. There were none.  
75

76 **Ms. Galvin moved that the Board adopt the Consent Agenda. The motion was seconded by**  
77 **Dr. Palmer and passed unanimously (7-0).**  
78

79 **8. OTHER BUSINESS**

80 *a. Presentation: Development Rights, Property near the Ivy Material Utilization Center; Phil*  
81 *McKalips, Director of Solid Waste*  
82

83 Mr. McKalips stated that he would give a presentation on the history, layout, and process so the  
84 Board would have some background to make a decision. He stated that the Slahoda's property is on  
85 the western side of the Ivy landfill, though not adjacent to it. He recounted that the Slahodas came to  
86 the Board in 2005 and requested that the Authority transfer a development right to them. He  
87 explained that this development right was purchased as part of the Booth Farm purchase along the  
88 western side of the landfill in 2000 to provide a buffer because of the upcoming remediation. He  
89 stated the farmhouse has been removed from the Booth property and only a barn remains, with hay  
90 being cut periodically.  
91

92 Mr. McKalips explained that at the time, because of a large groundwater remediation program, the  
93 Board asked the Slahodas to come back in 18 months to revisit the situation and they reached out to  
94 him this March 2019 and asked that the Board consider this. He pointed to the landfill property, the  
95 new transfer station, the Booth farm parcels, and surrounding landmarks on a map and noted that  
96 one of the Booth parcels is just over 20 acres while the second is 5 acres. He noted that the Slahodas  
97 reside on parcel 17c, while the Booth parcels are 17d and 17e. He explained that the should the

Board wish to transfer the development right, the Authority would have to re-plat the subdivision by combining parcels 17d and 17e into one 26-acre parcel, which would create an unassigned development right that could then be reassigned to the Slahota parcel.

Mr. McKalips stated that a surveyor would conduct a re-platting process, at a cost of about \$2,500, and Albemarle County would impose a boundary line adjustment fee of \$215 to allow this assignment of the development right from the Authority to the Slahodas. He noted that staff believes it would facilitate additional development in the area of the landfill. He stated that there is some value to the development right which has not been taken into account, though they have not yet looked into this. He explained that the Booth Farm was purchased as a buffer to address groundwater issues, which the staff recommendation takes into consideration.

Mr. McKalips stated that the Board has the option to do one of three things: decide not to do anything and think about it for a time, decline the request, or agree to move forward and investigate it without committing to it. If the third option is chosen, he stated, staff would obtain an appraisal of the value of the development right and then the Board could enter into negotiations with the Slahodas. He stated that staff's recommendation is to decline, as a buffer is hard to get back once it has been given away, and he would love to have more buffer around the landfill.

Dr. Palmer asked for confirmation that what is on the GIS map of the property is not accurate, as it shows the presence of three buildings.

Mr. McKalips replied that he knows the house was torn down.

Dr. Palmer inquired about the condition of the buildings.

Mr. McKalips replied that the barn would need some repair work to be safe or have to be torn down. He noted that the farmer stores hay from the Booth property and from Ivy in the barn.

Ms. Galvin remarked that the term "development right" suggests that something can be developed there and asked what could be developed.

Mr. McKalips replied that each of the Booth parcels is already developable as a standalone parcel. He stated that, should they transfer a development right, they would have to re-plat the parcels. He stated the two parcels have some intrinsic value to the Authority, though he does not know how to determine the value of the development right. He speculated that there is probably more value with two parcels than with one.

Mr. Mawyer added that the owner of the development right would meet all of the County's criteria to develop another lot.

Mr. McKalips noted that the Slahodas are interested in developing a parcel.

Mr. Gaffney remarked that we are 19 years into a 30-year remediation plan and asked if we have any test sites or test wells on the Booth property.

Mr. McKalips confirmed that we do and pointed to the area on a map where a pair of monitoring wells are located. He stated we have a variety of wells on the Ivy parcel along a green line he pointed to on the map. He stated the wells show impacts but they believe the plume is on the Ivy MUC property and not off site.

148  
149 Mr. Gaffney remarked that we hope it is still not moving.  
150

151 Mr. McKalips remarked that we think it has retracted because the remedial efforts brought it back  
152 on to the footprint of the landfill property. He acknowledged that he does not know what tomorrow  
153 would bring as we are looking at emerging pollutants every day.  
154

155 Mr. Gaffney remarked that emerging pollutants could be things we are not testing for.  
156

157 Mr. McKalips agreed.  
158

159 Dr. Palmer added that we don't know what we don't know. She expressed appreciation to Mr.  
160 McKalips for bringing the Board a recommendation. Dr. Palmer expressed that, though we don't  
161 now have an idea as to what the land would be used for, as the Authority expands services it seems  
162 like it would not be a good idea to relinquish the property, as the holding of a development right  
163 may come in handy.  
164

165 Mr. Gaffney recognized that we have a fiduciary responsibility to research its value.  
166

167 Ms. Galvin agreed that we should determine its value.  
168

169 Mr. Gaffney asked what the properties are assessed by the County.  
170

171 Dr. Palmer informed the Board that the smaller parcel is assessed at \$91K and the larger at \$467K.  
172

173 Mr. Gaffney asked about the land value, noting that there are \$225K in improvements on it.  
174

175 Mr. McKalips stated that Parcel 18e is 2.97 acres, with an assessed land value of \$110K, and Parcel  
176 18b is 2 acres and assessed at \$105K, or about \$100K per two acres.  
177

178 Dr. Palmer expressed agreement with the staff recommendation to keep the land, at least for the  
179 remainder of the 30-year remediation period.  
180

181 Ms. Galvin asked if the transfer of rights was going to be a giveaway or if we were going to sell the  
182 land.  
183

184 Mr. McKalips replied that it was a request. He explained that we would not be transferring any land  
185 but a right to subdivide their own property.  
186

187 Ms. Galvin remarked that it is staff that is responsible for maintaining health and safety around the  
188 landfill and she took their recommendation that the buffer is needed seriously.  
189

190 Mr. Richardson stated his understanding is that no land would exchange hands and they would not  
191 be allowed to build on the property but would simply give the right. He stated the value of the buffer  
192 from a community protection standpoint doesn't change because they would not lose land.  
193

194 Mr. McKalips confirmed this, adding that to transfer the right would be fostering development in  
195 the area closer to the landfill. He stated the philosophical question is whether or not they want to  
196 foster development closer to the landfill.  
197

Mr. Krueger stated Mr. Booth claimed that one of his drinking wells had contaminants in it, the Authority was not able to confirm this, and the Authority's monitoring wells have not picked up contaminants, however, if neighbors of a landfill end up with contaminants in their drinking wells the Authority typically has to do something and the development of a house on that lot would add one more drinking water well that they would have to worry about.

Dr. Palmer expressed concern that the Authority might one day wish to put something on the parcel, though she cannot imagine what it could be, and she is reluctant to give it away, though she acknowledged that they are not giving up land but a buffer in a broader sense, and a development right is valuable.

Mr. Gaffney remarked that it seems as if members would either like to take no action and defer the decision to the future or to decline the request.

Dr. Palmer remarked that a future Board could take up this request again.

Mr. Krueger agreed that declining the request now would not prevent the Slahodas from coming back in the future and making a request to another Board.

Ms. Galvin stated she found Mr. Krueger's comment about adding another drinking water well in the area of the landfill to be compelling.

**Dr. Palmer motioned that the Board decline the request. The motion was seconded by Ms. Galvin and passed unanimously (7-0).**

#### ***9. OTHER ITEMS FROM BOARD/STAFF NOT ON AGENDA***

There were no other items.

**At 2:31 p.m., Dr. Palmer moved to recess the Rivanna Solid Waste Authority Board meeting. The motion was seconded by Ms. Galvin and passed unanimously (7-0).**

Mr. Gaffney reconvened the meeting of the Rivanna Solid Waste Authority.

**At 3:33 p.m., Ms. Galvin moved that the Board reconvene the Rivanna Solid Waste Authority meeting. The motion was seconded by Dr. Richardson and passed unanimously (7-0).**

#### ***10. CLOSED MEETING: (JOINT SESSION WITH THE RWSA)***

Mr. Gaffney announced that both RSWA and RWSA were convened together.

**At 3:33 p.m., Ms. Galvin moved that the Board of Directors of the Rivanna Solid Waste Authority enter into a joint closed meeting with Rivanna Water and Sewer Authority Board to discuss confidential personnel matters, as permitted by Section 2.2-3711A.1. of the Code of Virginia. The motion was seconded by Dr. Palmer and passed unanimously (7-0).**

Dr. Richardson left the meeting at 4:20 p.m.

The Board returned to open session at 4:34 p.m. Mr. Krueger read the following closed meeting certification:



247 **WHEREAS**, the Rivanna Solid Waste Board has convened a joint closed meeting with the  
248 Rivanna Water and Sewer Authority on this date, pursuant to an affirmative recorded vote and in  
249 accordance with the provisions of the Virginia Freedom of Information Act and,

250 **WHEREAS**, Section 2.2-3712.D. of the Code of Virginia requires certification by the  
251 Rivanna Solid Waste Authority that such a closed meeting was conducted in conformity with  
252 Virginia law.

253 **NOW THEREFORE BE IT RESOLVED**, that the Rivanna Solid Waste Authority hereby  
254 certifies that, to the best of each member's knowledge, only public business matters lawfully  
255 exempted from the open meeting requirements by Virginia law were discussed in the executive  
256 meeting to which this certification resolution applies and only such public business matters as were  
257 identified in the motion convening the closed meeting were heard, discussed, or considered by the  
258 Rivanna Solid Waste Authority.

259  
260 **At 4:33 p.m., Dr. Palmer moved that the RSWA Board certify the closed meeting. The motion**  
261 **was seconded by Ms. Galvin and passed unanimously (6-0). Dr. Richardson was absent from**  
262 **the vote.**

263  
264 **Dr. Palmer moved that the Boards of the Rivanna Solid Waste Authority and Rivanna Water**  
265 **and Sewer Authority approve a 4.5% salary increase for Executive Director Bill Mawyer. The**  
266 **motion was seconded by Ms. Galvin and was passed by the RSWA Board unanimously (6-0).**  
267 **Mr. O'Connell and Dr. Richardson were absent from the meeting and the vote.**

#### 268 269 **11. Adjournment**

270 **At 4:35 p.m., Ms. Galvin moved to adjourn the meeting of the Rivanna Solid Waste**  
271 **Authority. The motion was seconded by Mr. Richardson and passed unanimously (6-0). Dr.**  
272 **Richardson was absent from the vote.**



## MEMORANDUM

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

**FROM: BILL MAWYER, EXECUTIVE DIRECTOR**

**SUBJECT: EXECUTIVE DIRECTOR'S REPORT**

**DATE: AUGUST 27, 2019**

### *STRATEGIC PLAN UPDATE*

Year two of Strategic Plan implementation has begun. Each Goal Team Leader evaluated the team's membership; vacant positions were filled and employees who were not currently on teams were given the opportunity to join. The renewed teams then worked together to examine their strategies and develop new tactics. Four additional strategies were started, and 65 new tactics were developed.

### **Communications and Collaboration**

- Began work on Strategy: "Enhance internal and external collaboration"
  - Worked with the City and ACSA to plan the Imagine a Day Without Water event, which has been updated this year to attract more participation.
  - Partnered with the Environmental Stewardship Goal Team to assemble a group of employees, across all departments, to participate in the United Way's Day of Caring on September 25<sup>th</sup>.

### **Operational Optimization**

- Continued work on strategy: "Protect our workforce and the public through continually growing Rivanna's Culture of Safety"
  - Installed additional cloud-based cameras at Sugar Hollow, South Rivanna, Scottsville WTP, and Moores Creek solids building.

### **Infrastructure and Master Planning**

- Continue work on strategy: "Implement an Authority-wide asset management program"
  - Developed a scope of work for the pilot study as well as other first year implementation tasks and are bringing it to the Board this month for approval, and determined the facility that will be used in the pilot study (Rivanna Pump Station).
- Continued work on strategy: "Develop and maintain long-term master plans for all critical asset classes"

- Determined when the annual master planning gap assessment process should take place each year, and began to develop protocols for asset class master plan champions to update and review master planning needs.

### **Workforce Development**

- Continued work on strategy: “Conduct a training needs assessment and enhance the training program”
  - Continuing review and use of different sources for our employee training needs, which includes a continuing partnership with PVCC Workforce Services and using the vast training resources from the Virginia Risk Sharing Association.

### **Solid Waste Services**

- Began work on strategy: “Explore and implement high impact, best-in-class solid waste business practices and service delivery”
  - Held the first customer appreciation and safety awareness event at the Ivy MUC – hot dogs were handed out to customers along with safety information that was prepared by Solid Waste Association of North America (SWANA).

### **Environmental Stewardship**

- Began work on strategy: “Provide regional leadership in environmental stewardship”
  - Provided technical expertise and guidance to Albemarle County Parks staff on the management of recreational lakes to help minimize harmful algal blooms at swimming areas.

## ***STRATEGIC PLAN GOAL: WORKFORCE DEVELOPMENT***

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

Access controlling door hardware has been installed at the Ivy MUC Administration Building and the Scale house.

### **Heavy Equipment Training**

Staff have been evaluating different opportunities by which we could invest in the professional development of our employees. For those employees that regularly operate heavy equipment (tracked excavators, wheeled loaders, bull dozers, etc.), we tried to find opportunities where they could get hands-on training and the ability to work with experienced trainers. The Solid Waste Manager identified simulator training through Carter Caterpillar where by a virtual training facility is brought to our work site and employees are able to virtually operate a variety of heavy equipment. The virtual operator’s seat is connected to a variety of actuators that provide the sensations of vehicle movement and changes in grade. It even vibrates in a life-like way when you rev the engine. We have provided this training to two employees so far. Both have had very positive and enthusiastic opinions on how this training allows them to use the equipment we own more safely and productively. The training cost for this event was \$375 per employee for the 8-hour day.

*STRATEGIC PLAN GOAL: COMMUNICATION & COLLABORATION*

**Community Outreach**

Phil McKalips, Director of Solid Waste, provided a tour of McIntire Recycling Center to a group of children and they discussed recycling and how the materials from McIntire are processed.

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

**Use of the Ivy Materials Utilization Center:**

**June 2019**

| <u>Vehicles</u> | <u>AVG MSW &amp; CDD Tons/Day</u> |
|-----------------|-----------------------------------|
| 5,251           | 94.5                              |

**July 2019**

| <u>Vehicles</u> | <u>AVG MSW &amp; CDD Tons/Day</u> |
|-----------------|-----------------------------------|
| 5,313           | 97.3                              |



## MEMORANDUM

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

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

**REVIEWED: BILL MAWYER, EXECUTIVE DIRECTOR**

**SUBJECT: JUNE 2019 FINANCIAL SUMMARY**

**DATE: AUGUST 27, 2019**

The results of operations and remediation activities for the fiscal year ending June 30, 2019 are summarized below and in the attached statements.

|                       | <u>Operating<br/>Results</u> | <u>Remediation<br/>Results</u> | <u>Total</u>               |
|-----------------------|------------------------------|--------------------------------|----------------------------|
| Total Revenues        | \$ 1,837,511                 | \$ -                           | \$ 1,837,511               |
| Total Expenses        | <u>(2,813,727)</u>           | <u>(806,527)</u>               | <u>(3,620,254)</u>         |
| Net operating results | (976,216)                    | (806,527)                      | (1,782,743)                |
| Support - MOU & Local | <u>1,160,554</u>             | <u>383,742</u>                 | <u>1,544,296</u>           |
| Surplus/(Deficit)*    | <u><u>\$ 184,338</u></u>     | <u><u>\$ (422,785)</u></u>     | <u><u>\$ (238,447)</u></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 June were \$535,200 over budget and total operating expenses were \$350,900 over budget. The Authority processed 30,080 tons of waste during the 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                       | 16,404         | 11,452                 | 2,224            | 30,080       |
| Net operating revenue (costs) | \$ (478,601)   | \$ (98,233)            | \$ (399,382)     | \$ (976,216) |
| Net revenue (cost) per ton    | \$ (29.18)     | \$ (8.58)              | \$ (179.58)      | \$ (32.45)   |

**Please note that the budget and these monthly budget vs. actual statements are prepared on a different basis than the comprehensive annual financial report (CAFR). Year-end adjustments are recorded every year in order to conform to the accounting principles required for the CAFR. These monthly statements were prepared prior to recording those year-end adjustments.**

Attachments

RIVANNA SOLID WASTE AUTHORITY  
REVENUE AND EXPENSE SUMMARY REPORT  
FISCAL YEAR 2019  
FOR THE MONTH ENDED 6/30/19

Target Rate: 100.00%

| Operations                                   | Budget         | Actual<br>Y-T-D         | IVY<br>OPERATIONS |                       | MSW-IVY<br>TRANSFER |                         | RECYCLE<br>OPERATIONS |                      | ADMIN.<br>SERVICES |                      |
|--|----------------|-------------------------|-------------------|-----------------------|---------------------|-------------------------|-----------------------|----------------------|--------------------|----------------------|
|  |                |                         |                   | Actual                |                     | Actual                  |                       | Actual               |                    | Actual               |
|  |                |                         | Budget            | Y-T-D                 | Budget              | Y-T-D                   | Budget                | Y-T-D                | Budget             | Y-T-D                |
| REVENUES                                     |                |                         |                   |                       |                     |                         |                       |                      |                    |                      |
| Ivy Operations Tipping Fees                  | \$ 158,960     | 288,550                 | \$ 158,960        | 288,550               |                     |                         |                       |                      |                    |                      |
| Ivy MSW Transfer Tipping Fees                | 648,200        | 1,032,624               |                   |                       | 648,200             | 1,032,624               |                       |                      |                    |                      |
| Material & Other Sales-Ivy                   | 121,500        | 145,123                 | 121,500           | 145,123               |                     |                         |                       |                      |                    |                      |
| Recycling Revenues                           | 251,900        | 189,631                 |                   |                       |                     |                         | 251,900               | 189,631              |                    |                      |
| Other Revenues                               | 77,200         | 110,164                 |                   |                       | 77,200              | 110,164                 |                       |                      |                    |                      |
| Interest & Fees                              | 44,500         | 71,419                  |                   |                       |                     |                         |                       |                      | 44,500             | 71,419               |
| Total Revenues<br>Budget vs. Actual*         | \$ 1,302,260   | \$ 1,837,511<br>141.10% | \$ 280,460        | \$ 433,673<br>154.63% | \$ 725,400          | \$ 1,142,788<br>157.54% | \$ 251,900            | \$ 189,631<br>75.28% | \$ 44,500          | \$ 71,419<br>160.49% |
| EXPENSES                                     |                |                         |                   |                       |                     |                         |                       |                      |                    |                      |
| Ivy Operations                               | 324,245        | 378,440                 | 324,245           | 378,440               |                     |                         |                       |                      |                    |                      |
| Ivy MSW Transfer                             | 1,186,282      | 1,467,923               |                   |                       | 1,186,282           | 1,467,923               |                       |                      |                    |                      |
| Recycling Operations                         | 452,490        | 466,241                 |                   |                       |                     |                         | 452,490               | 466,241              |                    |                      |
| Administration                               | 694,924        | 685,280                 |                   |                       |                     |                         |                       |                      | 694,924            | 685,280              |
| Total Expenses<br>Budget vs. Actual*         | 2,657,941      | 2,997,885<br>112.79%    | 324,245           | 378,440<br>116.71%    | 1,186,282           | 1,467,923<br>123.74%    | 452,490               | 466,241<br>103.04%   | 694,924            | 685,280<br>98.61%    |
| Net Results Before Administrative Allocation | \$ (1,355,681) | \$ (1,160,374)          | \$ (43,785)       | \$ 55,232             | \$ (460,882)        | \$ (325,136)            | \$ (200,590)          | \$ (276,610)         | \$ (650,424)       | \$ (613,861)         |
| Administrative allocations:                  |                |                         |                   |                       |                     |                         |                       |                      |                    |                      |
| Administrative costs to Envir. MOU (below)   | 195,127        | 184,158                 |                   |                       |                     |                         |                       |                      | 195,127            | 184,158              |
| Administrative costs to Operations           | -              | -                       | (162,606)         | (153,465)             | (162,606)           | (153,465)               | (130,085)             | (122,772)            | 455,297            | 429,703              |
| Net Operating Income (Loss)                  | \$ (1,160,554) | \$ (976,216)            | \$ (206,391)      | \$ (98,233)           | \$ (623,488)        | \$ (478,601)            | \$ (330,675)          | \$ (399,382)         | \$ -               | \$ -                 |
| Other Funding Sources                        |                |                         |                   |                       |                     |                         |                       |                      |                    |                      |
| Local Government Contributions               | 1,160,554      | 1,160,554               |                   |                       |                     |                         |                       |                      |                    |                      |
| County Contribution - Capital Grant          | -              | 1,075,125               |                   |                       |                     |                         |                       |                      |                    |                      |
| Transfer to Capital Fund - Transfer Station  | -              | (1,075,125)             |                   |                       |                     |                         |                       |                      |                    |                      |
| Surplus (Deficit) - Operations               | \$ (0)         | \$ 184,338              |                   |                       |                     |                         |                       |                      |                    |                      |

| <u>Environmental Programs</u>     |         |                 |
|-----------------------------------|---------|-----------------|
|                                   | Budget  | Actual<br>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 | 622,369         |
| Administrative Allocation         | 195,127 | 184,158         |
|                                   | 773,741 | 806,527         |
| Budget vs. Actual*                |         | 104.24%         |
| Cash Reserves Used                | 390,000 | 390,000         |
| Surplus (Deficit) - Environmental | \$ -    | \$ (32,785)     |
| Total Surplus (Deficit)           | \$ (0)  | \$ 151,553      |

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

|   | July              | August             | September           | October            | November            | December            | January           | February            | March              | April               | May                 | June                | 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           | \$ 48,721           | \$ 288,550            |
| 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             | 130,110             | 1,032,624             |
| 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               | 13,228              | 145,123               |
| Recycling                                   | 13,491            | 11,385             | 7,688               | 52,598             | 12,008              | 13,702              | 21,605            | 10,320              | 18,435             | 5,336               | 13,316              | 9,747               | 189,631               |
| Other Revenues                              | 10,346            | 22,279             | 8,777               | 8,907              | 6,915               | 4,661               | 5,694             | 5,211               | 7,515              | 8,986               | 10,752              | 10,121              | 110,164               |
| 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               | 6,452               | 71,419                |
| <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>\$ 218,380</b>   | <b>\$ 2,221,253</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           | \$ 121,332          | \$ 378,440            |
| Ivy Environmental                           | 32,707            | 52,123             | 95,272              | 32,568             | 58,023              | 49,945              | 54,102            | 47,694              | 35,659             | 71,149              | 66,467              | 26,660              | 622,369               |
| 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             | 207,085             | 1,467,923             |
| Recycling Operation                         | 41,155            | 33,947             | 34,827              | 33,219             | 45,639              | 37,180              | 25,693            | 46,267              | 38,435             | 34,654              | 49,000              | 46,226              | 466,241               |
| Administration                              | 56,173            | 51,092             | 54,213              | 53,616             | 55,545              | 60,716              | 52,494            | 62,863              | 53,584             | 54,022              | 63,855              | 67,105              | 685,280               |
| <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>\$ 468,408</b>   | <b>\$ 3,620,254</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>\$ (250,028)</b> | <b>\$ (1,399,001)</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           | -                   | -                  | -                   | -                   | 141,936             | 1,075,125             |
| Transfer to Capital Fund - Transfer Station | (260,104)         | (207,201)          | (149,533)           | -                  | (212,703)           | -                   | (103,649)         | -                   | -                  | -                   | -                   | (141,936)           | (1,075,125)           |
| <b>Use of Cash Reserves</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>12,071</b>       | <b>390,000</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>\$ (237,957)</b> | <b>\$ 151,553</b>     |

Rivanna Solid Waste Authority  
Monthly Cash Flow Report  
FY 2019

|   | July                | August              | September           | October             | November            | December            | January             | February            | March               | April               | May                 | June                |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <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)        | \$ (250,028)        |
| <b>Adjustments for cash flow purposes<br/>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)             | (63,361)            |
| 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              | 197,478             |
| 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)             | (2,018)             |
| Trust fund interest not available in operating cash                                   | (294)               | (271)               | (222)               | (219)               | (239)               | (238)               | (257)               | (269)               | (245)               | (541)               | 5                   | (269)               |
| 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)        | \$ (118,198)        |
| <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           | 2,316,656           |
| <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> | <u>\$ 2,198,459</u> |



### Revenue Detail Report

Page 4

**Rivanna Solid Waste Authority**  
**Historical Material Tonnage Report - Recycling**  
**Fiscal Years 2015-2019**

| Fiscal<br>Year<br>2015 | Fiscal<br>Year<br>2016 | Fiscal<br>Year<br>2017 | Fiscal<br>Year<br>2018 | Fiscal<br>Year<br>2019 |
|------------------------|------------------------|------------------------|------------------------|------------------------|
|------------------------|------------------------|------------------------|------------------------|------------------------|

*In U.S. Tons*

**Fiber Products**

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

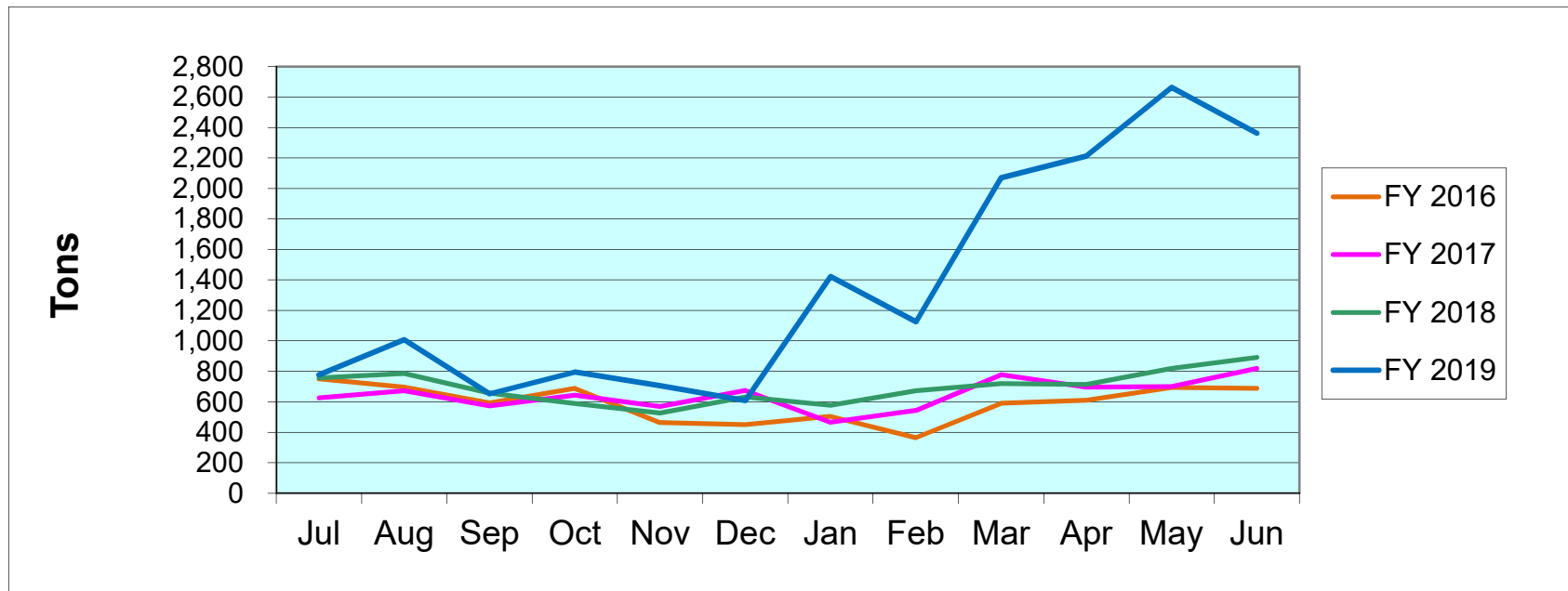
|                             |       |       |       |       |
|-----------------------------|-------|-------|-------|-------|
| 524                         | 512   | 419   | 424   | 427   |
| 278                         | 459   | 812   | 763   | 807   |
| 212                         | 214   | 156   | 187   | 265   |
| 125                         | 125   | 122   | 111   | 128   |
| <b>Total Fiber Products</b> | 1,139 | 1,310 | 1,509 | 1,485 |
|                             |       |       | 1,485 | 1,627 |

**Other Products**

Glass  
Metal Cans  
Plastic

|                             |       |       |       |       |
|-----------------------------|-------|-------|-------|-------|
| 219                         | 191   | 252   | 252   | 411   |
| 30                          | 32    | 31    | 41    | 58    |
| 95                          | 82    | 86    | 103   | 127   |
| <b>Total Other Products</b> | 344   | 305   | 369   | 396   |
| <b>Total</b>                | 1,483 | 1,615 | 1,878 | 1,881 |
|                             |       |       | 1,881 | 2,223 |

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





## MEMORANDUM

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

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

**REVIEWED: BILL MAWYER, EXECUTIVE DIRECTOR**

**SUBJECT: JULY 2019 FINANCIAL SUMMARY**

**DATE: AUGUST 27, 2019**

The results of operations and remediation activities for the first month of fiscal year ending June 30, 2020 are summarized below and in the attached statements.

|                       | <u>Operating<br/>Results</u> | <u>Remediation<br/>Results</u> | <u>Total</u>              |
|-----------------------|------------------------------|--------------------------------|---------------------------|
| Total Revenues        | \$ 213,011                   | \$ -                           | \$ 213,011                |
| Total Expenses        | <u>(288,004)</u>             | <u>(39,207)</u>                | <u>(327,211)</u>          |
| Net operating results | (74,993)                     | (39,207)                       | (114,200)                 |
| Support - MOU & Local | <u>-</u>                     | <u>79,982</u>                  | <u>79,982</u>             |
| Surplus/(Deficit)*    | <u><u>\$ (74,993)</u></u>    | <u><u>\$ 40,775</u></u>        | <u><u>\$ (34,218)</u></u> |

Total operating revenues in July were \$50,500 over budget and total operating expenses were \$29,300 under budget. The Authority processed 4,407 tons of waste in July. 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                       | 2,531          | 1,738                  | 138              | 4,407        |
| Net operating revenue (costs) | \$ (33,386)    | \$ (1,806)             | \$ (39,801)      | \$ (74,993)  |
| Net revenue (cost) per ton    | \$ (13.19)     | \$ (1.04)              | \$ (288.41)      | \$ (17.02)   |

Attachments

RIVANNA SOLID WASTE AUTHORITY  
REVENUE AND EXPENSE SUMMARY REPORT  
FISCAL YEAR 2020  
FOR THE MONTH ENDED 6/30/20

Target Rate: 8.33%

| <u>Operations</u>                            | Budget         | Actual<br>Y-T-D | IVY<br>OPERATIONS |                 | MSW-IVY<br>TRANSFER |                 | RECYCLE<br>OPERATIONS |                 | ADMIN.<br>SERVICES |                 |
|--|----------------|-----------------|-------------------|-----------------|---------------------|-----------------|-----------------------|-----------------|--------------------|-----------------|
|  |                |                 | Budget            | Actual<br>Y-T-D | Budget              | Actual<br>Y-T-D | Budget                | Actual<br>Y-T-D | Budget             | Actual<br>Y-T-D |
| <b>REVENUES</b>                              |                |                 |                   |                 |                     |                 |                       |                 |                    |                 |
| Ivy Operations Tipping Fees                  | \$ 199,400     | 32,267          | \$ 199,400        | 32,267          |                     |                 |                       |                 |                    |                 |
| Ivy MSW Transfer Tipping Fees                | 1,290,540      | 141,391         |                   |                 | 1,290,540           | 141,391         |                       |                 |                    |                 |
| Material & Other Sales-Ivy                   | 123,500        | 9,769           | 123,500           | 9,769           |                     |                 |                       |                 |                    |                 |
| Recycling Revenues                           | 200,900        | 14,209          |                   |                 |                     |                 | 200,900               | 14,209          |                    |                 |
| Other Revenues                               | 93,000         | 9,624           |                   |                 | 93,000              | 9,624           |                       |                 |                    |                 |
| Interest & Fees                              | 42,600         | 5,751           |                   |                 |                     |                 |                       |                 | 42,600             | 5,751           |
| Total Revenues                               | \$ 1,949,940   | \$ 213,011      | \$ 322,900        | \$ 42,036       | \$ 1,383,540        | \$ 151,015      | \$ 200,900            | \$ 14,209       | \$ 42,600          | \$ 5,751        |
| Budget vs. Actual*                           |                | 10.92%          |                   | 13.02%          |                     | 10.92%          |                       | 7.07%           |                    | 13.50%          |
| <b>EXPENSES</b>                              |                |                 |                   |                 |                     |                 |                       |                 |                    |                 |
| Ivy Operations                               | 337,846        | 30,686          | 337,846           | 30,686          |                     |                 |                       |                 |                    |                 |
| Ivy MSW Transfer                             | 1,768,602      | 171,245         |                   |                 | 1,768,602           | 171,245         |                       |                 |                    |                 |
| Recycling Operations                         | 531,656        | 43,486          |                   |                 |                     |                 | 531,656               | 43,486          |                    |                 |
| Administration                               | 726,629        | 58,374          |                   |                 |                     |                 |                       |                 | 726,629            | 58,374          |
| Total Expenses                               | 3,364,733      | 303,791         | 337,846           | 30,686          | 1,768,602           | 171,245         | 531,656               | 43,486          | 726,629            | 58,374          |
| Budget vs. Actual*                           |                | 9.03%           |                   | 9.08%           |                     | 9.68%           |                       | 8.18%           |                    | 8.03%           |
| Net Results Before Administrative Allocation | \$ (1,414,793) | \$ (90,780)     | \$ (14,946)       | \$ 11,350       | \$ (385,062)        | \$ (20,230)     | \$ (330,756)          | \$ (29,277)     | \$ (684,029)       | \$ (52,624)     |
| Administrative allocations:                  |                |                 |                   |                 |                     |                 |                       |                 |                    |                 |
| Administrative costs to Envir. MOU (below)   | 205,209        | 15,787          |                   |                 |                     |                 |                       |                 | 205,209            | 15,787          |
| Administrative costs to Operations           | -              | -               | (171,007)         | (13,156)        | (171,007)           | (13,156)        | (136,806)             | (10,525)        | 478,820            | 36,837          |
| Net Operating Income (Loss)                  | \$ (1,209,584) | \$ (74,993)     | \$ (185,953)      | \$ (1,806)      | \$ (556,069)        | \$ (33,386)     | \$ (467,562)          | \$ (39,802)     | \$ -               | \$ -            |
| <b>Other Funding Sources</b>                 |                |                 |                   |                 |                     |                 |                       |                 |                    |                 |
| Local Government Contributions               | 1,160,554      | -               |                   |                 |                     |                 |                       |                 |                    |                 |
| County Contribution - Capital Grant          | -              | -               |                   |                 |                     |                 |                       |                 |                    |                 |
| Transfer to Capital Fund - Transfer Station  | -              | -               |                   |                 |                     |                 |                       |                 |                    |                 |
| Surplus (Deficit) - Operations               | \$ (49,030)    | \$ (74,993)     |                   |                 |                     |                 |                       |                 |                    |                 |

| <u>Environmental Programs</u>     |                 |             |
|-----------------------------------|-----------------|-------------|
| Budget                            | Actual<br>Y-T-D |             |
| <b>REVENUES</b>                   |                 |             |
| Remediation Support               | 1,070,582       | 79,982      |
| Total Revenues                    | 1,070,582       | 79,982      |
| Budget vs. Actual*                |                 | 7.47%       |
| <b>EXPENSES</b>                   |                 |             |
| Ivy Environmental                 | 863,374         | 23,419      |
| Administrative Allocation         | 205,209         | 15,787      |
|                                   | 1,068,583       | 39,207      |
| Budget vs. Actual*                |                 | 3.67%       |
| Cash Reserves Used                | 390,000         | -           |
| Surplus (Deficit) - Environmental | \$ 391,999      | \$ 40,775   |
| Total Surplus (Deficit)           | \$ 342,969      | \$ (34,218) |

**Rivanna Solid Waste Authority  
Monthly Financial Status Report  
FY 2020**

|                                     | <b>July</b>        | <b>Year-to-Date</b> |
|-------------------------------------|--------------------|---------------------|
| <b><u>Revenues</u></b>              |                    |                     |
| Ivy Operations Tipping Fees         | \$ 32,267          | \$ 32,267           |
| Ivy MSW Transfer Tipping Fees       | 141,391            | 141,391             |
| Ivy Material Sales                  | 9,769              | 9,769               |
| Recycling                           | 14,209             | 14,209              |
| Other Revenues                      | 9,624              | 9,624               |
| Remediation Support                 | 79,982             | 79,982              |
| Interest & Late Fees                | 5,751              | 5,751               |
| <b>Total Revenues</b>               | <b>\$ 292,993</b>  | <b>\$ 292,993</b>   |
| <b><u>Expenses</u></b>              |                    |                     |
| Ivy Operations                      | \$ 30,686          | \$ 30,686           |
| Ivy Environmental                   | 23,419             | 23,419              |
| Ivy MSW Transfer                    | 171,245            | 171,245             |
| Recycling Operation                 | 43,486             | 43,486              |
| Administration                      | 58,374             | 58,374              |
| <b>Total Expenses</b>               | <b>\$ 327,210</b>  | <b>\$ 327,210</b>   |
| <b>Net Operating Income (Loss)</b>  | <b>\$ (34,218)</b> | <b>\$ (34,218)</b>  |
| <b><u>Other Funding Sources</u></b> |                    |                     |
| Local Government Contributions      | \$ -               | \$ -                |
| <b><u>Use of Cash Reserves</u></b>  | <b>-</b>           | <b>-</b>            |
| <b>Surplus (Deficit)</b>            | <b>\$ (34,218)</b> | <b>\$ (34,218)</b>  |

**Rivanna Solid Waste Authority**  
**Monthly Cash Flow Report**  
**FY 2020**

|   | <b>July</b>         |
|---|---------------------|
| <b>Net Operating Income</b>   | \$ (34,218)         |
| <b>Adjustments for cash flow purposes<br/>to show funds available for operations:</b> |                     |
| Local Government Contributions  | -                   |
| (Increase) decrease in accounts receivable  | (14,973)            |
| Increase (decrease) in accounts payable   | (100,691)           |
| Capital reserve fund interest not available in operating cash                         | (2,067)             |
| Trust fund interest not available in operating cash                                   | (252)               |
| <br>Increase (Decrease) in Operating Cash   | <br>\$ (152,201)    |
| <br><b>Operating Cash Balance - Beginning</b>   | <br>2,198,460       |
| <b>Operating Cash Balance - Ending</b>  | <b>\$ 2,046,259</b> |

### Revenue Detail Report

| Revenue Detail Report             |                 | Tonnage           |               |
|-----------------------------------|-----------------|-------------------|---------------|
| Revenue Line Item                 |                 | Budget<br>FY 2020 | Actual<br>YTD |
| <b>IVY TIPPING FEES</b>           |                 |                   |               |
| Clean Fill Material               |                 | 6,500             | 1,409         |
| Grindable Vegetative Material     |                 | 2,100             | 281           |
| Pallets                           |                 | -                 | 13            |
| Tires, Whole                      |                 | 90                | 1             |
| Tires/White Good (per item)       |                 |                   |               |
|                                   | <i>Subtotal</i> | 8,690             | 1,704         |
| <b>IVY TRANSFER STATION</b>       |                 |                   |               |
| Compost Services                  |                 | 430               | 34            |
| MSW Transfer Station              |                 | 23,000            | 2,531         |
|                                   | <i>Subtotal</i> | 23,000            | 2,531         |
| <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>31,690</b>     | <b>4,235</b>  |

| Revenue           |               |               |                      |               |  |  |
|-------------------|---------------|---------------|----------------------|---------------|--|--|
| Budget<br>FY 2020 | Budget<br>YTD | Actual<br>YTD | Budget<br>vs. Actual | Variance<br>% |  |  |
| \$ 65,000         | \$ 5,417      | \$ 14,044     | \$ 8,627             | 159.27%       |  |  |
| 100,800           | 8,400         | 13,890        | 5,490                | 65.36%        |  |  |
| -                 | -             | 638           | 638                  | #DIV/0!       |  |  |
| 17,100            | 1,425         | 142           | (1,283)              | -90.04%       |  |  |
| 16,500            | 1,375         | 3,553         | 2,178                | 158.40%       |  |  |
| \$ 199,400        | \$ 16,617     | \$ 32,267     | \$ 15,650            | 94.18%        |  |  |
|                   |               |               |                      |               |  |  |
| \$ 76,540         | \$ 6,378      | \$ 6,107      | \$ (271)             | -4.25%        |  |  |
| 1,214,000         | 101,167       | 135,284       | 34,117               | 33.72%        |  |  |
| \$ 1,290,540      | \$ 107,545    | \$ 141,391    | \$ 33,846            | 31.47%        |  |  |
|                   |               |               |                      |               |  |  |
| \$ 20,000         | \$ 1,667      | \$ 3,117      | \$ 1,450             | 87.02%        |  |  |
| 40,000            | 3,333         | 3,442         | 109                  | 3.27%         |  |  |
| 23,000            | 1,917         | 1,910         | (7)                  | -0.35%        |  |  |
| 40,000            | 3,333         | 1,300         | (2,033)              | -61.00%       |  |  |
| 500               | 42            | -             | (42)                 | -100.00%      |  |  |
| \$ 123,500        | \$ 10,292     | \$ 9,769      | \$ (522)             | -5.08%        |  |  |
|                   |               |               |                      |               |  |  |
| \$ 162,000        | \$ 13,500     | \$ 14,209     | \$ 709               | 5.25%         |  |  |
| 6,300             | 525           | -             | (525)                | -100.00%      |  |  |
| 29,000            | 2,417         | -             | (2,417)              | -100.00%      |  |  |
| 3,600             | 300           | -             | (300)                | -100.00%      |  |  |
| \$ 200,900        | \$ 16,742     | \$ 14,209     | \$ (2,533)           | -15.13%       |  |  |
|                   |               |               |                      |               |  |  |
| \$ 85,000         | \$ 7,083      | \$ 8,904      | \$ 1,821             | 25.70%        |  |  |
| 8,000             | 667           | 720           | 53                   |               |  |  |
| \$ 93,000         | \$ 7,750      | \$ 9,624      | \$ 1,874             | 24.18%        |  |  |
|                   |               |               |                      |               |  |  |
| \$ 79,982         | \$ 6,665      | \$ 79,982     | \$ 73,317            | 1100.00%      |  |  |
| 638,937           | 53,245        | -             | (53,245)             | -100.00%      |  |  |
| 351,663           | 29,305        | -             | (29,305)             | -100.00%      |  |  |
| \$ 1,070,582      | \$ 89,215     | \$ 79,982     | \$ (9,233)           | -10.35%       |  |  |
|                   |               |               |                      |               |  |  |
| \$ 2,000          | \$ 167        | \$ 252        | \$ 85                | 51.15%        |  |  |
| 600               | 50            | 88            | 38                   | 75.28%        |  |  |
| 15,000            | 1,250         | 2,067         | 817                  | 65.37%        |  |  |
| 25,000            | 2,083         | 3,344         | 1,261                | 60.51%        |  |  |
| \$ 42,600         | \$ 3,550      | \$ 5,751      | \$ 2,201             | 61.99%        |  |  |
| \$ 3,020,522      | \$ 251,710    | \$ 292,993    | \$ 41,283            | 16.40%        |  |  |



|  |
|--|
| <b>Rivanna Solid Waste Authority</b><br><b>Historical Material Tonnage Report - Recycling</b><br><b>Fiscal Years 2016-2020</b> |
|--|

| Fiscal<br>Year<br>2016 | Fiscal<br>Year<br>2017 | Fiscal<br>Year<br>2018 | Fiscal<br>Year<br>2019 | Fiscal<br>Year<br>2020 |
|------------------------|------------------------|------------------------|------------------------|------------------------|
|------------------------|------------------------|------------------------|------------------------|------------------------|

*In U.S. Tons*

**Fiber Products**

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

|                             |       |       |       |       |    |
|-----------------------------|-------|-------|-------|-------|----|
|                             | 512   | 419   | 424   | 427   | 19 |
|                             | 459   | 812   | 763   | 807   | 19 |
|                             | 214   | 156   | 187   | 265   | 47 |
|                             | 125   | 122   | 111   | 128   | 12 |
| <b>Total Fiber Products</b> | 1,310 | 1,509 | 1,485 | 1,627 | 97 |

**Other Products**

Glass  
Metal Cans  
Plastic

|                             |       |       |       |       |     |
|-----------------------------|-------|-------|-------|-------|-----|
|                             | 191   | 252   | 252   | 411   | 35  |
|                             | 32    | 31    | 41    | 58    | 5   |
|                             | 82    | 86    | 103   | 127   | -   |
| <b>Total Other Products</b> | 305   | 369   | 396   | 596   | 40  |
| <b>Total</b>                | 1,615 | 1,878 | 1,881 | 2,223 | 137 |



## 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: AUGUST 27, 2019**

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

#### **June 2019**

- **5,251 vehicles crossed the scales**
- The IMUC transfer station operated 25 days and received a total of 2,363.06 tons of municipal solid waste (MSW), an average of 94.52 tons per day of operation. The monthly transfer station tonnage figures are attached to this report.
- 1,125.40 tons of non-MSW materials were received
- 3,488.46 tons were received as a combined total tonnage (MSW + non-MSW)

#### **July 2019**

- **5,313 vehicles crossed the scales**
- The IMUC transfer station operated 26 days and received a total of 2,531.36 tons of municipal solid waste (MSW), an average of 97.36 tons per day of operation. The monthly transfer station tonnage figures are attached to this report.
- 1,703.28 tons of non-MSW materials were received
- 4,234.64 tons were received as a combined total tonnage (MSW + non-MSW)

**Paint Collection:**

On July 24, 2019, the Ivy MUC shipped out the twenty-third full 30-yard container of paint since the program began in August 2016. RSWA currently has loaded 15 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 and City 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 4.71 tons of compostable materials residents in June.

The McIntire Recycle Center received 6.43 tons of compostable materials residents in July.

Ivy Material Utilization Center  
Daily Scale Crossing Data



June 1-30, 2019

Days of

Operation: 25

| Operation: 25 |           | MSW collected at Transfer Station (tons) |       |             |              |          |           | Non-MSW    |
|---------------|-----------|--|-------|-------------|--------------|----------|-----------|------------|
|               |           | Vehicles                                 | Count | Citizen-Can | Construction | Domestic | MSW Total | Total Tons |
| 06/01/19      | Saturday  | 322                                      | 309   | 0.75        | 19.45        | 67.99    | 88.19     | 11.43      |
| 06/02/19      | Sunday    | -  | -     | -           | -            | -        | -         | -          |
| 06/03/19      | Monday    | 152                                      | 177   | 0.35        | 36.74        | 79.14    | 116.23    | 60.04      |
| 06/04/19      | Tuesday   | 228                                      | 232   | 0.52        | 28.97        | 80.97    | 110.46    | 88.63      |
| 06/05/19      | Wednesday | 201                                      | 213   | 0.49        | 29.51        | 67.36    | 97.36     | 28.99      |
| 06/06/19      | Thursday  | 176                                      | 174   | 0.33        | 56.30        | 36.44    | 93.07     | 91.62      |
| 06/07/19      | Friday    | 184                                      | 206   | 0.30        | 52.89        | 40.83    | 94.02     | 70.38      |
| 06/08/19      | Saturday  | 264                                      | 309   | 0.68        | 13.22        | 28.97    | 42.87     | 5.69       |
| 06/09/19      | Sunday    | -  | -     | -           | -            | -        | -         | -          |
| 06/10/19      | Monday    | 117                                      | 129   | 0.12        | 27.67        | 73.45    | 101.24    | 6.04       |
| 06/11/19      | Tuesday   | 165                                      | 206   | 0.22        | 30.36        | 54.12    | 84.70     | 45.35      |
| 06/12/19      | Wednesday | 185                                      | 197   | 0.40        | 32.98        | 46.67    | 80.05     | 139.85     |
| 06/13/19      | Thursday  | 184                                      | 236   | 0.44        | 21.12        | 80.99    | 102.55    | 95.55      |
| 06/14/19      | Friday    | 218                                      | 246   | 0.36        | 72.36        | 46.23    | 118.95    | 95.88      |
| 06/15/19      | Saturday  | 298                                      | 309   | 0.57        | 17.40        | 27.31    | 45.28     | 7.87       |
| 06/16/19      | Sunday    | -  | -     | -           | -            | -        | -         | -          |
| 06/17/19      | Monday    | 183                                      | 201   | 0.25        | 45.68        | 69.40    | 115.33    | 76.84      |
| 06/18/19      | Tuesday   | 231                                      | 249   | 0.27        | 46.23        | 66.51    | 113.01    | 55.12      |
| 06/19/19      | Wednesday | 171                                      | 210   | 0.45        | 38.98        | 57.26    | 96.69     | 35.49      |
| 06/20/19      | Thursday  | 174                                      | 180   | 0.22        | 52.07        | 71.26    | 123.55    | 9.60       |
| 06/21/19      | Friday    | 207                                      | 238   | 0.24        | 43.21        | 52.43    | 95.88     | 43.87      |
| 06/22/19      | Saturday  | 324                                      | 383   | 0.69        | 23.31        | 28.28    | 52.28     | 23.40      |
| 06/23/19      | Sunday    | -  | -     | -           | -            | -        | -         | -          |
| 06/24/19      | Monday    | 169                                      | 164   | 0.19        | 37.75        | 66.90    | 104.84    | 48.68      |
| 06/25/19      | Tuesday   | 219                                      | 239   | 0.42        | 32.60        | 74.29    | 107.31    | 31.35      |
| 06/26/19      | Wednesday | 183                                      | 201   | 0.37        | 41.52        | 54.85    | 96.74     | 15.16      |
| 06/27/19      | Thursday  | 199                                      | 251   | 0.21        | 48.48        | 78.55    | 127.24    | 22.52      |
| 06/28/19      | Friday    | 201                                      | 229   | 0.34        | 56.73        | 41.42    | 98.49     | 9.80       |
| 06/29/19      | Saturday  | 296                                      | 358   | 0.77        | 11.30        | 44.66    | 56.73     | 6.25       |
| 06/30/19      | Sunday    | -  | -     | -           | -            | -        | -         | -          |
| Total         |           | 5,251                                    | 5,846 | 9.95        | 916.83       | 1,436.28 | 2,363.06  | 1,125.40   |
| Average       |           | 210                                      | 234   | 0.40        | 36.67        | 57.45    | 94.52     | 45.02      |
| Median        |           | 199                                      | 229   | 0.36        | 36.74        | 57.26    | 97.36     | 35.49      |
| Maximum       |           | 324                                      | 383   | 0.77        | 72.36        | 80.99    | 127.24    | 139.85     |
| Minimum       |           | 117                                      | 129   | 0.12        | 11.30        | 27.31    | 42.87     | 5.69       |

**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

Ivy Material Utilization Center  
Daily Scale Crossing Data



July 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 |
| 07/01/19      | Monday    | 176                                      | 201   | 0.15        | 33.87        | 131.83   | 165.85    | 16.18      |
| 07/02/19      | Tuesday   | 224                                      | 260   | 0.32        | 30.55        | 43.62    | 74.49     | 22.03      |
| 07/03/19      | Wednesday | 195                                      | 193   | 0.13        | 38.95        | 57.00    | 96.08     | 27.58      |
| 07/04/19      | Thursday  | -  | -     | -           | -            | -        | -         | -          |
| 07/05/19      | Friday    | 213                                      | 207   | 0.27        | 27.86        | 78.25    | 106.38    | 4.92       |
| 07/06/19      | Saturday  | 300                                      | 359   | 0.71        | 8.49         | 39.42    | 48.62     | 8.13       |
| 07/07/19      | Sunday    | -  | -     | -           | -            | -        | -         | -          |
| 07/08/19      | Monday    | 129                                      | 163   | 0.12        | 23.77        | 76.78    | 100.67    | 8.02       |
| 07/09/19      | Tuesday   | 191                                      | 207   | 0.28        | 16.83        | 47.15    | 64.26     | 36.69      |
| 07/10/19      | Wednesday | 209                                      | 233   | 0.28        | 51.80        | 50.22    | 102.30    | 31.62      |
| 07/11/19      | Thursday  | 193                                      | 185   | 0.24        | 58.84        | 62.14    | 121.22    | 18.47      |
| 07/12/19      | Friday    | 180                                      | 194   | 0.48        | 32.77        | 50.70    | 83.95     | 32.31      |
| 07/13/19      | Saturday  | 324                                      | 398   | 0.63        | 6.34         | 44.27    | 51.24     | 13.90      |
| 07/14/19      | Sunday    | -  | -     | -           | -            | -        | -         | -          |
| 07/15/19      | Monday    | 161                                      | 193   | 0.15        | 24.57        | 84.02    | 108.74    | 21.59      |
| 07/16/19      | Tuesday   | 227                                      | 258   | 0.29        | 46.08        | 72.68    | 119.05    | 104.47     |
| 07/17/19      | Wednesday | 184                                      | 180   | 0.18        | 35.76        | 52.66    | 88.60     | 65.96      |
| 07/18/19      | Thursday  | 171                                      | 202   | 0.26        | 54.52        | 65.20    | 119.98    | 65.13      |
| 07/19/19      | Friday    | 176                                      | 231   | 0.31        | 37.44        | 50.96    | 88.71     | 48.68      |
| 07/20/19      | Saturday  | 235                                      | 250   | 0.57        | 7.81         | 28.61    | 36.99     | 8.75       |
| 07/21/19      | Sunday    | -  | -     | -           | -            | -        | -         | -          |
| 07/22/19      | Monday    | 203                                      | 258   | 0.28        | 60.35        | 85.52    | 146.15    | 284.06     |
| 07/23/19      | Tuesday   | 137                                      | 139   | 0.19        | 60.15        | 41.13    | 101.47    | 8.40       |
| 07/24/19      | Wednesday | 193                                      | 225   | 0.41        | 60.51        | 36.81    | 97.73     | 343.28     |
| 07/25/19      | Thursday  | 201                                      | 245   | 0.36        | 62.84        | 55.33    | 118.53    | 192.38     |
| 07/26/19      | Friday    | 216                                      | 239   | 0.37        | 37.29        | 74.79    | 112.45    | 84.05      |
| 07/27/19      | Saturday  | 296                                      | 328   | 0.67        | 10.17        | 40.92    | 51.76     | 11.66      |
| 07/28/19      | Sunday    | -  | -     | -           | -            | -        | -         | -          |
| 07/29/19      | Monday    | 179                                      | 225   | 0.33        | 56.20        | 98.74    | 155.27    | 51.49      |
| 07/30/19      | Tuesday   | 225                                      | 243   | 0.40        | 39.76        | 35.79    | 75.95     | 180.04     |
| 07/31/19      | Wednesday | 175                                      | 226   | 0.37        | 39.43        | 55.12    | 94.92     | 13.49      |
| Total         |           | 5,313                                    | 6,042 | 8.75        | 962.95       | 1,559.66 | 2,531.36  | 1,703.28   |
| Average       |           | 204                                      | 232   | 0.34        | 37.04        | 59.99    | 97.36     | 65.51      |
| Median        |           | 194                                      | 226   | 0.30        | 37.37        | 53.89    | 99.20     | 29.60      |
| Maximum       |           | 324                                      | 398   | 0.71        | 62.84        | 131.83   | 165.85    | 343.28     |
| Minimum       |           | 129                                      | 139   | 0.12        | 6.34         | 28.61    | 36.99     | 4.92       |

**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: TERM CONTRACT AWARD –TRANSPORTATION AND DISPOSAL  
OF MSW FROM THE IVY TRANSFER STATION; THOMPSON  
TRUCKING**

**DATE: AUGUST 27, 2019**

This request is for the Board of Directors to authorize the Executive Director to enter into a contract with Thompson Trucking, Inc. for the transportation and disposal of municipal solid waste (MSW) from the Ivy transfer station.

Transportation and disposal of MSW from the Ivy Transfer Station over the last year has been provided through a contract with Thompson Trucking, Inc. This contract was competitively procured for the low bid price of \$38.89 per ton. Thompson disposed of the MSW at Waste Management's Maplewood Landfill located in Amelia County. The term of the existing contract was from the opening date of the new Transfer Station (September 23, 2018) for one year (until September 22, 2019).

On July 9, 2019, we were notified by Thompson Trucking that the company would not renew the contract for an additional term without the opportunity to renegotiate the cost. The reason Thompson Trucking provided for this contract termination was a result of lower than anticipated average weights of trailers leaving the transfer station. Thompson had projected that loads would average 20 - 22 tons. Actual data from the first 6 months of 2019 showed trailer weights from 18 - 19 tons per load. Staff have made every effort to increase compaction of the trailers with little success. It appears the trailer weight is largely a function of the types of material the transfer station receives (more construction debris types than municipal solid waste). We informed Thompson Trucking that we would re-solicit the MSW transportation and disposal service.

On July 21, 2019, we advertised a request for bids for MSW Transportation and Disposal. On August 8, three bids were received with costs of \$45.75 per ton (Thompson Trucking), \$46.75 (Republic Services), and \$49.28 (Container First). The low bidder was Thompson Trucking of Concord, Virginia. The contract includes a two-year initial term, with up to three additional one-year terms. Actual costs for MSW transportation and disposal services in FY 2019 were \$673,257. The budget for this contract in FY 2020 is \$951,850, as we anticipate higher MSW volumes to be transferred.

**Board Action Requested:**

Staff requests the Board of Directors authorize the Executive Director to execute a term contract with Thompson Trucking, Inc., including subsequent contract renewals and amendments up to 10% of the budgeted amount during each contract term, for the transportation and disposal of MSW from the Ivy Transfer Station.



## MEMORANDUM

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

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

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

**SUBJECT: TERM CONTRACT AWARD – HOUSEHOLD HAZARDOUS WASTE  
AND ELECTRONIC WASTE TRANSPORTATION AND DISPOSAL  
SERVICES; MXI ENVIRONMENTAL SERVICES, LLC**

**DATE: AUGUST 27, 2019**

This request is for the Board of Directors to authorize the Executive Director to execute a contract with MXI Environmental Services, LLC (MXI) for the transportation and disposal of household hazardous waste (HHW), including waste from Conditionally Exempt Small Quantity Generators (businesses), and electronic waste (eWaste) collected during these semiannual special collection events.

On July 29, 2019, we solicited competitive unit price bids for HHW and eWaste collection, transportation, and disposal services. We received two bids on August 15, 2019. Based on the unit quantities we provided for one special collection event, MXI Environmental was the low bidder. The term of this Unit Price Contract is for one-year, with the opportunity for up to four additional one-year terms.

The FY 20 budget for HHW disposal program is \$140,000, and \$24,000 for the eWaste disposal program. The budget is included in the Ivy Environmental budget for which the City and County fund at a 35.5% and 64.5% allocation, respectively.

### **Board Action Requested:**

Staff requests the Board of Directors to authorize the Executive Director to execute a term contract with MXI Environmental Services for the transportation and disposal of HHW and eWaste materials collected during the Bulky Waste Amnesty events, including subsequent contract renewals, and any amendment up to 10% of the original contract amount during each one-year term.





## MEMORANDUM

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

**FROM: PHILLIP MCKALIPS, DIRECTOR OF SOLID WASTE**

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

**SUBJECT: IVY CONVENIENCE CENTER AGREEMENT**

**DATE: AUGUST 27, 2019**

This request is to authorize the Executive Director to execute an Agreement with Albemarle County for the design, construction, operation and maintenance of a recycling Convenience Center to be located at the Ivy MUC.

In accordance with Section 4.3 of the Solid Waste Organizational Agreement, Albemarle County has requested the RSWA to proceed with this additional facility. Accordingly, RSWA staff and counsel developed the attached “Ivy Convenience Center Agreement”, which defines the roles and responsibilities between RSWA, who will own and operate the facility, and Albemarle County who will finance the construction and operational expenses that will be required for the facility.

The Albemarle County Board of Supervisors approved this Agreement during its meeting on August 21, 2019.

### **Board Action Requested:**

Staff requests the Board of Directors to authorize the Executive Director to execute the Ivy Convenience Center Agreement with Albemarle County.

Attachment

**IVY CONVENIENCE CENTER AGREEMENT**

**BETWEEN**

**THE COUNTY OF ALBEMARLE**

**AND**

**THE RIVANNA SOLID WASTE AUTHORITY**

This **Ivy Convenience Center Agreement** (this “Agreement”) is made this \_\_\_\_ day of \_\_\_\_\_, 2019 by and between the **County of Albemarle, Virginia** (the “County”) and the **Rivanna Solid Waste Authority** (the “Authority”, individually a “Party”, and together referred to as the “Parties”).

WHEREAS, on November 20, 1990, the City of Charlottesville (the “City”) and the County entered into a certain Solid Waste Organizational Agreement (the “Organizational Agreement”) for the purpose of forming the Authority to operate the Ivy Landfill (the “Landfill”) and provide other waste management services for the City and County;

WHEREAS, the Landfill operated continuously from 1968 until the closure of Cell 2 in 2001; however the Authority continues to provide waste management services to the City and County and has continuing obligations with respect to the closure, remediation and monitoring of the Landfill;

WHEREAS, the Authority owns a transfer station funded by the County and completed in 2018 at the Landfill site (the “Ivy Transfer Station”) currently operated by the Authority and constructed at the request of the County pursuant to the Ivy Material Utilization Center Programs Agreement dated August 23, 2011 between the County and the Authority (the “Ivy MUC Programs Agreement”);

WHEREAS, in addition to the Ivy Transfer Station, the Authority provides other waste and recycling services at the Landfill site, commonly referred to as the “Ivy Material Utilization Center” (the “Ivy MUC”).

WHEREAS, the City, the County, the Authority and the University of Virginia entered into a Memorandum of Understanding dated January 10, 2005 with respect to the sharing of costs related to the closure, remediation and monitoring of the Landfill (the “Environmental Expenses MOU”);

WHEREAS, the County, the City and the Authority entered into a separate Local Government Support Agreement for Recycling Programs dated August 23, 2011, as amended by eight amendments thereto, pursuant to which the Authority operates a recycling

center on McIntire Road in the City as well as a paper sort facility in the City (the “Recycling Programs LGSA”).

WHEREAS, the County has appropriated \$350,000 in Capital Improvement funds for the Authority to manage the design and construction of a new recycling convenience center facility (the “Convenience Center”) at the Authority’s Ivy site as well as operate the Convenience Center after its construction; and

WHEREAS, the County and the Authority have agreed to enter into this Ivy Convenience Center Agreement pursuant to which the Authority will provide for the management of design and construction of the Convenience Center and the operation by the Authority of the Convenience Center on behalf of the County and the County will continue to provide for financial support to the Authority to include the necessary capital, administration and operating expenses allocated by the Authority to the management of the design and construction and subsequent operation of the Convenience Center as defined above and in the Authority’s adopted budget over and above the revenues, if any, received under, and the costs covered by, the Ivy MUC Programs Agreement, the Environmental Expenses MOU and the Recycling Programs LGSA, and other revenues received by the Authority.

NOW, THEREFORE, the Parties agree as follows:

1. **County Request for Convenience Center**

Pursuant to Section 4.3 of the Organizational Agreement, the County has determined the need for the Convenience Center to offer expanded recycling services at the Ivy Material Utilization and generally providing similar services as the Authority’s McIntire Recycling Center and hereby requests the Authority, and the Authority hereby agrees, to manage the design and construction of, and thereafter operate, the Convenience Center and provide such services, subject to the terms and conditions set forth herein.

2. **County’s Financial Support of Authority’s Projected Annual Convenience Center Operation’s Deficit**

Based upon cost estimates and recommendations provided by an engineering firm selected and retained by the Authority (“Engineer”), it is the expectation of the County and the Authority that operating and administrative expenses of the Convenience Center will exceed revenues from any fees charged for use of the Convenience Center and other revenues will be insufficient to cover such expenses. The Authority shall prepare and adopt a budget based upon the Authority using all reasonable efforts to effectively and efficiently operate the Convenience Center and including reasonable reserves, balanced by using revenue to be contributed by the County, notwithstanding anything contained in Section 4.3 of the Organizational Agreement to the contrary. The County agrees to fund that portion of the operating, annual depreciation, and administrative expenses related to operating the Convenience Center that exceeds revenues.

3. **Quarterly Payments**

If the Authority's proposed annual budget for the Convenience Center is balanced by revenues to be contributed by the County, the County agrees to provide such revenues by payments to the Authority made quarterly on the first day of July, October, January, and April of such fiscal year of the Authority.

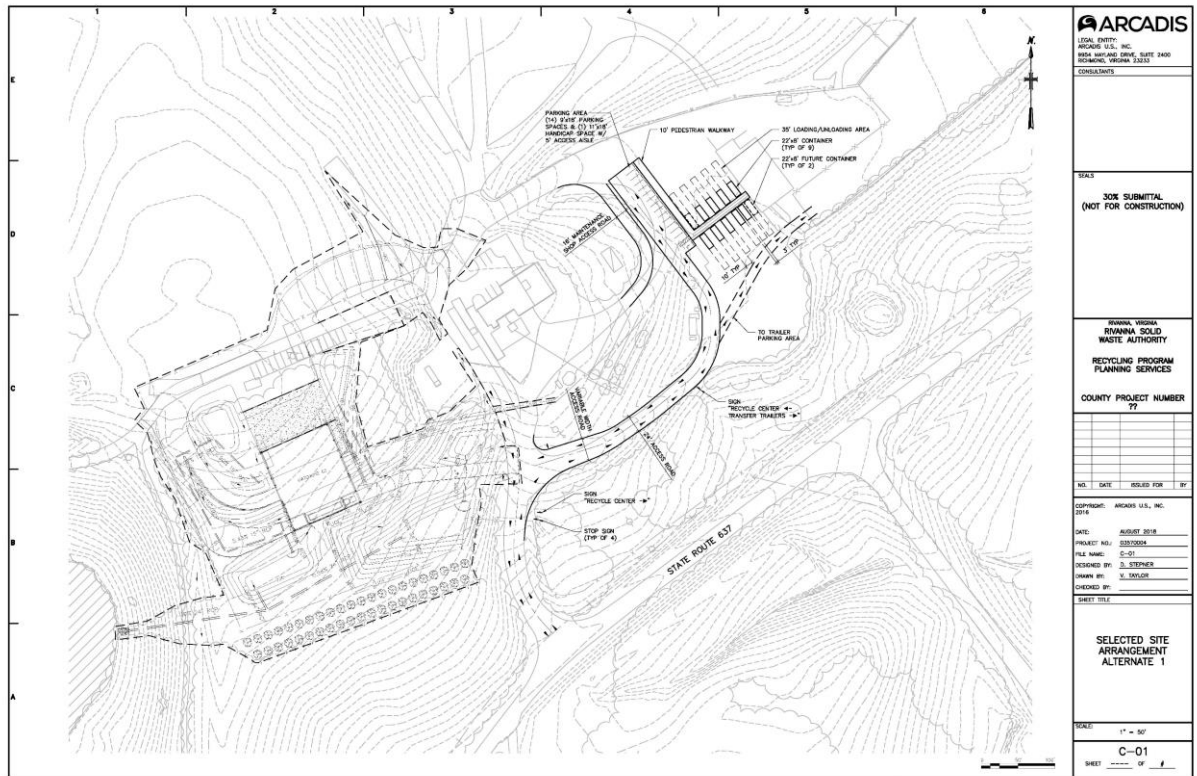
4. **Increase or Decrease in the Convenience Center Deficit**

Payments by the County to the Authority for any particular fiscal quarter shall be increased or decreased, as appropriate to take into account any extraordinary increases or reductions in the Convenience Center expenses and/or reductions or increases in revenue not anticipated by the adopted budget for such year upon the Authority's submission to the County of an amended budget approved by the Authority's Board of Directors at least 30 days prior to the due date of the next payment. Upon completion of the audited financial statements of the Authority for the prior fiscal year, the County's payments to the Authority shall be increased or decreased, as appropriate, to take into account increases or decreases in actual Convenience Center expenses and/or reductions or increases in actual revenues from those anticipated by the adopted budget as shown by such financial statement; provided, however, that any such increase or decrease shall take into account any increase or decrease in payments for such year pursuant to the most recently adopted amended budget of the Authority for such year, if any. In the event the amount of the County's payments exceed the amount of revenues needed by the Authority pursuant to paragraph 2 above, the Authority shall remit such excess to the County, or in the event that the County extends this Agreement as provided in paragraph 6 below, the Authority may carry such excess over to the next fiscal year giving the County credit during such year for such excess.

5. **Construction of Convenience Center and Operating Reserve**

A. The Authority will construct and operate the Convenience Center consistent with the conceptual plan and site plan prepared by the Engineer (the "Conceptual Plan"), approved by the Authority's Board of Directors (Figure 1). The Convenience Center shall be designed and constructed at the sole cost of the County with the design and construction cost to be initially budgeted at the preliminary estimate of \$350,000, including equipment and project administration costs. The County appropriated \$350,000 in July 2018 toward design and other costs related to the Convenience Center.

Figure 1 – Conceptual Plan



- B. The Authority will be responsible for the permitting, design and construction of the Convenience Center. The Convenience Center shall be constructed in a timely manner to the extent of the Authority's reasonable control. Reasonable efforts will be made to expedite construction where practicable and within the reasonable control of the Authority.
- C. The Authority will provide professional project management services throughout the design, bidding and construction of the Convenience Center. Such services include establishing and appropriately updating costs estimates for construction, engineering, and management services at appropriate intervals as determined by the Authority and updating project schedules. The Parties agree that the overall project costs for design and construction of the Convenience Center will depend upon numerous factors, many of which are beyond the direct control of the Authority including, but not limited to, market changes in commodity prices, bid competitiveness within the construction industry, competency and performance of the construction contractor which must be selected within the limitations of the Virginia Public Procurement Act, and subsurface conditions later identified but not fully known at the beginning of design. The Authority may make adjustments to the project scope during design, bidding and construction based upon its reasonable updated projections of cost and time, in order to maintain a high probability that the project will be completed within the County's budget; provided, however, that to the extent such project scope adjustments may materially affect the Authority's Conceptual Plan as further developed by the

preliminary design and detailed design, the Authority will consult with the County before making such adjustments. To the extent the County may not desire project scope adjustments materially affecting the Conceptual Plan as further developed by the preliminary design and the detailed design that the Authority has concluded are necessary to manage the project within budget, the County may authorize an increase in the project budget and make any additional appropriation required therefor and/or modify the project schedule in such a manner that the Authority may confirm the project scope adjustments are no longer necessary, provided that the County acts within a timeframe permitting the Authority to meet the timeline obligations in subparagraph C as reasonably determined by the Authority. The Authority may authorize such change orders as it deems necessary and appropriate for the management of the construction contract and within timeframes necessary to avoid delay claims from the contractor and will consult with the County's Director of Facilities and Environmental Services, or his designee, prior to execution of any material change order. The Authority's Executive Director shall obtain the approval of the Authority's Board of Directors prior to executing any change order in an amount which would exceed the total amount budgeted for this project. The construction contract for the Convenience Center shall be subject to approval by the Authority's Board of Directors. The Authority will provide the County staff or its Board of Supervisors with periodic updates during construction of the Convenience Center as may be requested by the County.

- D. The County will pay the Authority the amounts approved by the Authority for payment pursuant to the design and construction contracts for the Convenience Center on a monthly basis, within thirty (30) days of the Authority's written request for such payment, which request shall include copies of the contractor's invoice.
- E. The Authority shall maintain a general liability insurance policy with a minimum of two million dollars of coverage and an excess liability policy with a minimum of ten million dollars of coverage. In addition, the Authority shall maintain an environmental policy with a minimum of one million dollars in coverage. The County will be responsible for any claims arising out of the operation of the Convenience Center that exceeds the applicable coverage limits.

6. **Term of Agreement**

- A. This Agreement shall be effective upon execution. Subject to Paragraph 2 above, the term of this Agreement shall be extended for additional one (1) year terms unless terminated by the County by written notice received by the Authority not later than January 1<sup>st</sup> prior to the then applicable expiration date of the Agreement.
- B. Notwithstanding the above, this Agreement may be terminated upon thirty days written notice by the Authority to the County if (i) the County fails to appropriate, within the timeframes required under this Agreement, the funds necessary to fund any excess expenses over revenues projected in the operating budget for the Convenience Center under Paragraph 2 of this Agreement, or fund any reserves required under Paragraph 3

of this Agreement; (ii) the County fails to pay when due any amounts owed to the Authority under the terms of this Agreement and the County fails to make such payment within thirty days of such written notice; or (iii) the County breaches any other term of this Agreement and fails to cure such breach within ninety days of such written notice. The Authority, upon termination of this Agreement, may recover its net expenses up to the date of termination from operating reserves without prejudice to any claim for remaining expenses, including costs of collection and legal fees. Upon any such termination, the Authority shall cease any further design and/or construction of the Convenience Center, terminate any operation of the Convenience Center and decommission the Convenience Center (if construction has commenced). The County shall reimburse the Authority for all costs incurred by the Authority, including, but not limited to, design and consultants fees, legal fees and other “soft” costs in connection with the design, construction and/or operation of the Convenience Center (collectively, the “Authority Costs”) and the Authority’s obligations to design, construct and operate the Convenience Center shall terminate.

7. **Solid Waste Organizational Agreement**

The Parties enter this Agreement notwithstanding any provisions in the Organizational Agreement conflicting with this Agreement and agree that in the event of any such conflicting provisions, this Agreement shall control.

8. **Voluntary County Funding**

Nothing in this Agreement shall be construed as creating a claim, cause of action, or right of recovery against either the County by the Authority or by any creditor or claimant of the Authority. The Authority acknowledges that the County is not under any legal or equitable obligation to provide funding to the Authority, but that it has voluntarily chosen to do so for the sole reason of insuring the continuation of a certain level of solid waste disposal and recycling services to be provided by the Authority at the Convenience Center, and the County acknowledges that in the event such funding is not made available to the Authority, the Authority will necessarily have to curtail those services.

9. **Non-Appropriation**

This Agreement is subject to the approval, ratification, and annual appropriations by the Albemarle County Board of Supervisors of the necessary money to fund this Agreement for this and any succeeding fiscal years. Should the County fail to appropriate the necessary funding, it shall give prompt written notice to the Authority of such non-appropriation and this Agreement shall automatically terminate without further notice by or to any Party.

10. **Amendment**

Any amendment to this Agreement must be made in writing and signed by the Authority and the County.

11. **Governing Law**

This Agreement shall be governed in all respects by the laws of the Commonwealth of Virginia.

12. **Notices**

Any notice, invoice, statement, instructions, or direction required or permitted by this Agreement shall be addressed as follows:

- a. To the County: Office of the County Executive  
401 McIntire Road  
Charlottesville, VA 22902
- b. To the Authority: Office of the Executive Director  
Rivanna Solid Waste Authority  
P.O. Box 979  
Charlottesville, Virginia 22902-0979

or to such other address or addresses as shall at any time or from time to time be specified by any Party by written notice to the other Party.

13. **Execution**

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

[SIGNATURES ON FOLLOWING PAGE]



WHEREAS these terms are agreeable to the County of Albemarle and the Rivanna Solid Waste Authority, and each Party offers its signature as of the date below.

THE COUNTY OF ALBEMARLE:

\_\_\_\_\_  
Jeff Richardson  
County Executive

\_\_\_\_\_  
Date

RIVANNA SOLID WASTE AUTHORITY:

\_\_\_\_\_  
William I. Mawyer, Jr., P.E.  
Executive Director

\_\_\_\_\_  
Date

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## MEMORANDUM

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

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

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

**SUBJECT: MONDAY OPERATIONS AT THE IVY MATERIAL UTILIZATION  
CENTER**

**DATE: AUGUST 27, 2019**

This request is for the Board of Directors to authorize the Executive Director to continue expanded operations at the Ivy Material Utilization Center (Ivy MUC) by being open on Mondays. Previously, the IMUC operating schedule was Tuesday – Saturday.

On March 18, 2019, we began offering operations on Mondays at the Ivy MUC as part of a six-month pilot program. This pilot program was requested by the Albemarle County Board of Supervisors, in accordance with the terms of the “Ivy Material Utilization Center Programs Agreement” dated May 4, 2016 between the County and RSWA. This pilot program was to determine if there was sufficient interest among the business community and the public to support the costs of the additional operating hours.

As shown below, the Ivy MUC has received an average of 101 tons of refuse on Mondays from March 18 – August 19 of this year, which exceeds the target goal of 87 tons per Monday.

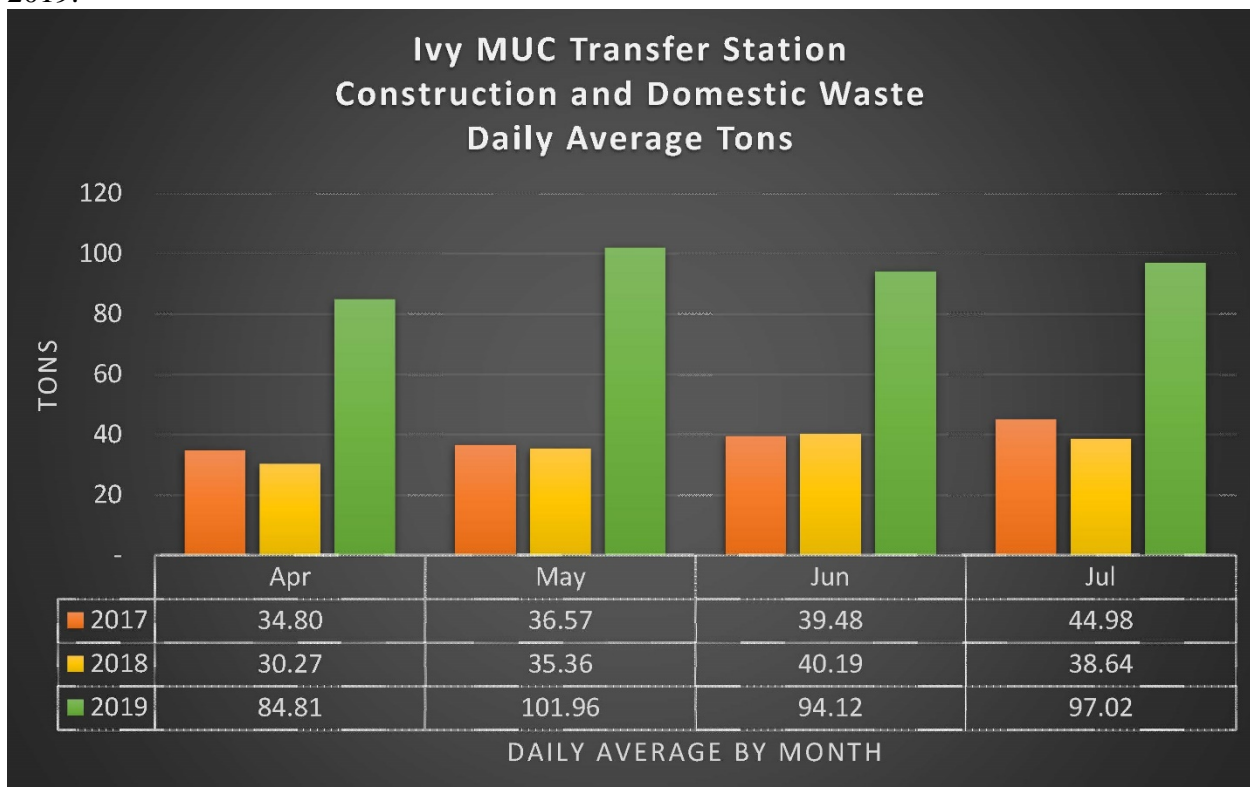
| <u><b>Monday</b></u> | <u><b>Tonnage</b></u> | <u><b>Monday</b></u> | <u><b>Tonnage</b></u> |
|----------------------|-----------------------|----------------------|-----------------------|
| March 18             | 31.44                 | June 10              | 101.12                |
| March 25             | 123.46                | June 17              | 115.08                |
| April 1              | 63.62                 | June 24              | 104.65                |
| April 8              | 57.14                 | July 1               | 165.7                 |
| April 15             | 78.34                 | July 8               | 100.55                |
| April 22             | 83.24                 | July 15              | 108.59                |
| April 29             | 121.00                | July 22              | 145.87                |
| May 6                | 140.88                | July 29              | 154.94                |
| May 13               | 113.80                | August 5             | 120.83                |
| May 20               | 25.94                 | August 12            | 187.20                |
| May 27               | 115.88                | August 19            | 119.87                |
| June 3               | 104.65                |                      |                       |
|                      |                       | <b>Average:</b>      | <b>101</b>            |

### Additional Background Information

The new Transfer Station facility opened in September 2018. On January 1, 2019, the tipping fee for Municipal Solid Waste (MSW or “Domestic Waste”) and Construction/Demolition Debris (CDD or “Construction Waste”) was lowered from \$66 per ton to \$52 per ton. On March 18, the Transfer Station began a six-month pilot of being open on Mondays (to form a 6-day work week). With each of these changes, an estimate was made of the additional daily tonnage that would be needed to avoid adding to the operating deficit for the transfer operation, as shown on the following table:

| <u>Description</u>                        | <u>Additional<br/>Tonnage Needed</u> | <u>Total Tonnage<br/>Needed</u> |
|---|--------------------------------------|---------------------------------|
| Pre-existing Annual Average Daily Tonnage | 0                                    | 32                              |
| Decrease in Tipping Fee                   | 34                                   | 66                              |
| Additional Operations on Mondays          | 21                                   | 87                              |

As shown on the following figure, our average daily tonnage for the month of July is 97.02 tons per day. This exceeds the target 87 tons per day that will need to be achieved to break even for the addition of Monday operations. The chart also shows that generally, monthly daily average tonnages are near or in excess of the 87 tons per day needed to offset the cost of being open on Mondays. The 6-month pilot for Monday operations is planned to continue until September 23, 2019.



**Board Action Requested:**

Staff requests that the Board of Directors authorize the Executive Director to make Monday a permanent part of the normal operating schedule for the Ivy MUC.

# “Monday” Operations at the Ivy MUC

Presented to the RSWA Board of Directors

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BY: BILL MAWYER, EXECUTIVE DIRECTOR

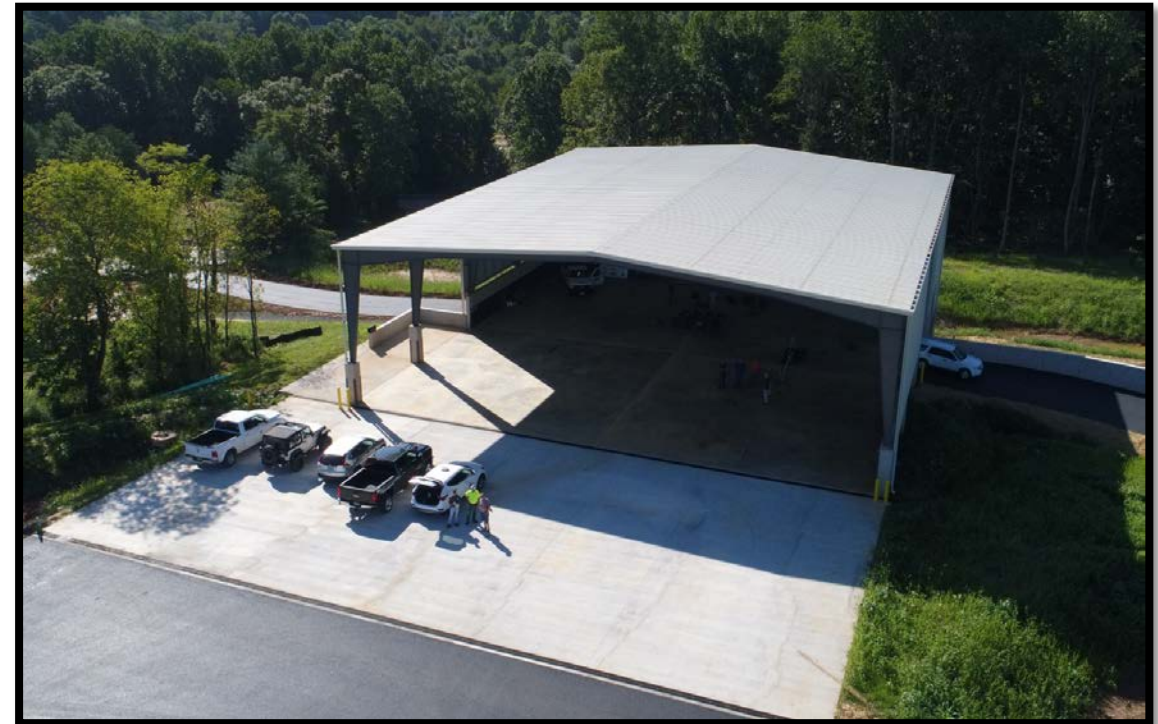
AUGUST 27, 2019



# Background

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- In February 2019, the Albemarle County Board of Supervisors requested RSWA to expand the days of operations to include Monday for a pilot period of 6 months
  - Monday – Saturday
  - Goal: increase tonnage through the Transfer Station
  - Target: 87 tons / day



# Results: March 18 – August 19, 2019

| <u>Monday</u> | <u>Tonnage</u> | <u>Monday</u> | <u>Tonnage</u> |
|---------------|----------------|---------------|----------------|
| March 18      | 31.44          | June 10       | 101.12         |
| March 25      | 123.46         | June 17       | 115.08         |
| April 1       | 63.62          | June 24       | 104.65         |
| April 8       | 57.14          | July 1        | 165.7          |
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| May 13        | 113.80         | August 5      | 120.83         |
| May 20        | 25.94          | August 12     | 187.20         |
| May 27        | 115.88         | August 19     | 119.87         |
| June 3        | 104.65         |               |                |
|               |                | Average:      | 101            |

# Recommendation

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- Monday thru Saturday to be approved as the normal operating schedule for the IMUC.
  - To implement this new schedule, we will:
    - Request a permit modification from VDEQ to adjust the operating schedule, and
    - Hire 2 permanent staff to replace 2 temporary employees employed during the pilot program