



# Board of Directors Meeting

January 23, 2024

2:00pm

## BOARD OF DIRECTORS

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

**DATE:** January 23, 2024

**LOCATION:** Rivanna Administration Building (2<sup>nd</sup> Floor Conference Room),  
695 Moores Creek Lane, Charlottesville, VA 22902

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

### AGENDA

**1. CALL TO ORDER**

**2. AGENDA APPROVAL**

**3. MINUTES OF PREVIOUS BOARD MEETING ON NOVEMBER 14, 2023**

**4. RECOGNITION**

**5. EXECUTIVE DIRECTOR'S REPORT**

**6. ITEMS FROM THE PUBLIC**

*Matters Not Listed for Public Hearing on the Agenda*

**7. RESPONSES TO PUBLIC COMMENTS**

**8. CONSENT AGENDA**

a. *Staff Report on Finance*

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

c. *Staff Report on Administration and Communications*

d. *Approval of Contract for Repair and Repaving Asbestos Disposal Area - S.L. Williamson Co.*

**9. OTHER BUSINESS**

a. *Presentation and Vote on Approval: Large Clean Fill Program Expansion*  
*Phil McKalips, Solid Waste Division Director*

*(Motion and vote to Recess the RSWA Board Meeting)*

*(Motion and vote to Reconvene the RSWA in a Joint Session with the RWSA)*

*b. Presentation: Employee Healthcare and Retirement Benefits Overview  
Betsy Nemeth, Director of Administration and Communications*

*c. Presentation: Strategic Plan Update  
Betsy Nemeth, Director of Administration and Communications*

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

**11. CLOSED MEETING**

**12. ADJOURNMENT**

## GUIDELINES FOR PUBLIC COMMENT AT RIVANNA BOARD OF DIRECTORS MEETINGS

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

Members of the public requesting to speak will be recognized during the specific time designated on the meeting agenda for “Items From The Public, Matters Not Listed for Public Hearing on the Agenda.” 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 comments may have to be limited because of time constraints. If a previous speaker has articulated your position, it is recommended that you not fully repeat the comments and instead advise the Board of your agreement. The time allocated for speakers at public hearings are the same as for regular Board meetings, although the Board can allow exceptions at its discretion.

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

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

The agendas of Board meetings, and supporting materials, are available from the RWSA/RSWA Administration office upon request or can be viewed on the Rivanna website.

Rev. September 7, 2022



**RSWA BOARD OF DIRECTORS**  
**Minutes of Regular Meeting**  
**November 14, 2023**

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Tuesday, November 14, 2023 at 2:00 p.m. at the 2<sup>nd</sup> floor conference room, Administration Building, 695 Moores Creek Lane, Charlottesville, Virginia.

**Board Members Present:** Mike Gaffney, Jeff Richardson, Sam Sanders, Brian Pinkston, Jim Andrews, Lance Stewart

**Board Members Absent:** None. (City Director of Public Works position is vacant).

**Rivanna Staff Present:** Bill Mawyer, Phil McKalips, David Rhoades, Lonnie Wood, Betsy Nemeth, Deborah Anama, Jacob Woodson

**Attorney(s) Present:** Valerie Long.

**1. CALL TO ORDER**

Mr. Gaffney convened the November 14, 2023 regular meeting of the Board of Directors of the Rivanna Solid Waste Authority at 2:00 p.m.

**2. AGENDA APPROVAL**

Mr. Gaffney asked if any Board members wished to make comments or suggest changes to the agenda. Hearing none, he asked for a motion to approve the agenda.

**Mr. Pinkston moved that the Board approve the agenda. Mr. Andrews seconded the motion, which passed unanimously (6-0).**

**3. MINUTES OF PREVIOUS BOARD MEETING**

*a. Minutes of the Regular Meeting of the Board on September 26, 2023*

Mr. Gaffney asked if there were any proposed changes to the meeting minutes.

**Mr. Pinkston moved that the Board approve the September 26, 2023 meeting minutes. Mr. Stewart seconded the motion, which passed unanimously (6-0).**

**4. RECOGNITION**

There were no recognitions.

**5. EXECUTIVE DIRECTOR'S REPORT**

Mr. Mawyer noted that the Ivy Transfer Facility continued to receive a substantial amount of tonnage, with an average of approximately 226 tons per day in October, totaling almost 6,500

vehicles. He stated that on the provided graph on the slide, the red line represented the current year and demonstrated that they were surpassing all previous years. He stated that this was positive news as it indicated their objective of increasing tonnage at Ivy was being met.

Mr. Mawyer stated they were also actively engaging with haulers to explore peak shaving on Mondays when excess tonnage occurred. He stated that Mr. McKalips was currently working with these vendors to address this issue. He stated that they had received a safety award from their insurance provider, VRSA, for reducing reportable incidents by 82% since 2019 in solid waste management. The attached photograph featured Betsy Nemeth, Director of Administration and Communications, VRSA representative Harry McMillen, David Rhoades, Solid Waste Manager, as well as Liz Coleman, Safety Manager.

Mr. Mawyer stated that they had received two grants from the Virginia Department of Environmental Quality, totaling \$67,265. He stated that these funds would go toward their litter prevention recycling programs, as well as purchasing educational materials and backpacks for school students. He stated that they were pleased with the outcome of their fall refuse special collection days. He stated that the events were successful, as evidenced by the tonnage and number of vehicles from both the City and County that attended these events.

Mr. Mawyer stated that in total, they collected 18,000 pounds of furniture and mattresses, 26,000 pounds of appliances from Albemarle, and additional pounds from the City. He stated that approximately 140 tires were brought on Saturday, October 14. He stated that this was another well-attended biannual event sponsored by both the City and County for special collections. He stated that Mr. McKalips and his crew did an excellent job with their pumpkin composting event at McIntire, where they collected over 2,400 pounds of pumpkins to be transported to Panorama Farm for composting.

Mr. Mawyer stated that Mr. McKalips organized a student tour with Murray Elementary School students at the Ivy Convenience Center. He mentioned that on the agenda, they had the Board meeting schedule for the next calendar year. He stated that all six meetings of the Solid Waste Board were proposed to be in person, starting in January and held every other month. He stated that also provided was the holiday schedule for the year 2024, which included their standard 12.5 holidays. She stated that they had also proposed to grant staff a holiday on Friday, July 5, as July 4 fell on Thursday. He stated that solid waste facilities would remain open that day, and staff would receive additional pay for working on holidays.

Mr. Mawyer stated that the facilities were closed only on six major holidays, which were January 1, Memorial Day, July 4, Labor Day, Thanksgiving Day, and Christmas Day. He stated that this accounted for six of the 12.5 normal holidays, with the other six and a half holidays the facilities would be open and staff receive additional holiday pay. He stated that this was included in the consent agenda, and this meeting marked the last Solid Waste Board meeting that year. He wished everyone a happy holiday season.

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

*Matters Not Listed for Public Hearing on the Agenda*

There was no one wishing to speak.

## **7. RESPONSES TO PUBLIC COMMENTS**

98  
99 Mr. Mawyer noted that it had been identified in the schedule for the next year's Board meetings that  
100 along with having all meetings in person, they required that all comment from the public would be  
101 in person, and they would no longer take virtual comment during the public comment period,  
102 similar to what the City Council had recently implemented. He stated that although the meetings  
103 would still be recorded and accessible online, individuals wishing to speak with the Board would  
104 need to attend in person. He stated that the proposal was up for consideration by the Board.  
105

106 Mr. Gaffney asked if there was a motion and a second.  
107

108 Mr. Andrews stated that he was trying to understand whether there was a real concern from any  
109 other places where this sort of organization had problems with public comment.  
110

111 Mr. Mawyer stated that after reading about the City Council meeting in which they had callers who  
112 went on improper rants, while they had never had that in these meetings, they were trying to be  
113 proactive to not have such a situation in which they had to cut someone off or stop them in the  
114 middle of an inappropriate comment.  
115

116 Mr. Andrews stated that he could appreciate the dilemma that Charlottesville was put into, but it  
117 was handled by their legal counsel the moment that it happened.  
118

119 Mr. Pinkston stated that it was tricky because there was a fine line between not letting someone take  
120 over their meeting with abusive and terrible language and not infringing on their right to free  
121 speech. He stated that they may revisit this at some point, but they elected to pause those comments,  
122 which made the meetings go more quickly. He asked if the County was still taking virtual  
123 comments.  
124

125 Mr. Andrews stated that they were still taking virtual comments.  
126

127 Mr. Pinkston stated that they could have this same conversation when they met with the Water and  
128 Sewer Board. He stated that he did not have strong feelings about taking it away, as he did not think  
129 that either RSWA or RWSA would be targets like the City and the County were for those people  
130 that had nothing better to do than harass local elected officials. He stated that he was ambivalent,  
131 because their time had not been dominated by people calling for 20 or 30 minutes with those  
132 comments.  
133

134 Mr. Andrews stated that he did not think that they had had a problem, and he wanted the ability for  
135 those who may not be able to attend the meeting to have access to make comments relevant to the  
136 work of the Board.  
137

138 Mr. Pinkston stated that he was personally amenable to continuing to hold virtual public comment,  
139 but did not know how others felt about it.  
140

141 Mr. Sanders stated that City Council would revisit the matter in January during their retreat as part  
142 of reviewing their procedures. He stated that because this was recently established, they would  
143 revisit it. He stated that whether they took action or not remained to be seen. He stated that the issue  
144 might have been associated with other events happening at the time. He stated that he had his own  
145 controversy developing at that moment, which they believed triggered the attention. He stated that  
146 what they had observed across the country was that individuals engaging in wrongdoing had been

147 searching for an opportunity and targeting bodies like this regardless of their size. He stated that he  
148 would simply provide this information for further understanding.

149  
150 Mr. Andrews asked if they had the ability to respond if the comments being made were totally  
151 inappropriate and out of line and to cut off the microphone so they could move on.

152  
153 Ms. Long confirmed that yes, they did, if the comments were inconsistent with the Board's  
154 guidelines.

155  
156 Mr. Mawyer asked Mr. Wood if they could cut off speakers while speaking.

157  
158 Mr. Wood answered yes, the Board would have to decide whether to cut them off.

159  
160 Mr. Sanders stated that in their previous conversation, the Chair had to be the one to speak, because  
161 the Council was trying and it was difficult to know what to do during that situation.

162  
163 Mr. Mawyer stated that it was up to the Board to decide whether to continue with the way they had  
164 been allowing virtual public comment, and acknowledged that they had not had any problems. He  
165 stated that the proposal was to revert back to pre-pandemic procedures of in-person meetings with  
166 in-person public comment. He reiterated that it was the Board's decision.

167  
168 Mr. Gaffney stated that hearing the comments, he was fine with continuing to hold virtual public  
169 comments as they had been. He asked if Mr. Sanders would please keep the Board informed of City  
170 Council's decision.

171  
172 Mr. Sanders confirmed that everyone would let them know what they decided to do.

173  
174 Mr. Mawyer thanked the Board for providing their consensus on the matter.

175  
176 **8. *CONSENT AGENDA***

177 *a. Staff Report on Finance*

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

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181 *c. Staff Report on Administration and Communications*

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183 *d. Approval of Board Meeting Schedule for Calendar Year 2024*

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185 *e. Approval of the Holiday Schedule for Calendar Year 2024*

186  
187 *f. Approval of Engineering Services – Northern Convenience Center – TRC Companies*

188  
189 Mr. Gaffney asked if there were any items on the consent agenda that Board members wished to  
190 pull for comments or questions. Hearing none, he asked if there was a motion and a second.

191  
192 **Mr. Andrews moved that the Board approve the Consent Agenda as presented. Mr. Pinkston**  
193 **seconded the motion, which passed unanimously (6-0).**

194  
195 **9. *OTHER BUSINESS***



a. *Presentation and Vote on Acceptance: FY 23 Audit Report*  
*Matthew McLearen, Robinson, Farmer, Cox Associates*

Mr. McLearen introduced himself as Matthew McLearen, with Robinson, Farmer, Cox Associates. He stated that he was presenting the results of the Fiscal Year 2023 audit and would answer any questions the Board may have. He stated that he would review the separate letter titled "The Communication with Those Charged with Governance." He stated that as the auditor required to communicate certain items to the governing body, he would briefly review the six comprehensive points in this letter.

Mr. McLearen stated that he would begin by discussing the first item in the letter, the requirement to communicate the difference between management responsibilities and auditor responsibilities as part of the audit. He stated that it was essential to know what the audit responsibilities were. He stated that as the auditor, they were required to test records, test controls, and perform procedures on the financial statement. He stated that management also played a vital role in the audit process, which included maintaining records sufficient for audit purposes, allowing access to those records, maintaining internal controls over financial reporting throughout the fiscal year, and implementing new accounting standards.

Mr. McLearen stated that the second item in the letter concerned accounting estimates, which were a key point. He stated that most financial statements include some sort of an estimate incorporated into the financial statements. He stated that these estimates can range from allowances for uncollectable accounts to estimated lives or depreciable assets on long-term fixed assets. He stated that significant estimates included in this set of financial statements were the depreciable lives of the long-term assets and those used in determining pension and OPEB liabilities.

Mr. McLearen stated that the third item discussed in this letter is the difficulties encountered during the formation of the audit. He stated examples included incomplete documentation or an inability to access certain records necessary for their audit testing. He stated that he was pleased to report that there were no difficulties encountered on the FY23 audit. He stated that corrected and uncorrected misstatements were also addressed in this letter. He stated most audits involved a proposed audit adjustment, which was included in the annual comprehensive financial report, and the financial report considered corrected misstatements. He stated that professional standards required that they disclose any uncorrected misstatements.

Mr. McLearen stated that those were adjustments not included on each report, so they were required to disclose the details and nature of proposed audit adjustments and any reasoning for their exclusion. He stated that he was pleased to report that in reading the letter, there were no uncorrected misstatements for the FY23 audit. He stated that the fifth item concerned their knowledge of management consulting a second audit firm, also known as opinion shopping. He stated that professional standards required them to disclose their awareness that management may seek a second opinion from another audit firm. He reported that they had no knowledge about this matter.

Mr. McLearen stated that lastly, they were required to disclose any audit findings and the nature of discussions held, along with management's responses resulting from these audit findings. He reported that there were no significant audit findings disclosed for the FY23. He stated that these five points encompassed the letter to those charged with governance.

Mr. McLearen stated that he would briefly review the annual comprehensive financial report, which was divided into four sections. He stated that he would highlight two items in this report, as well as the three financial statements contained within it. He stated that the first of those two items, the independent auditor's report, was the auditor's opinion on the material accuracy of the financial statements. He stated that they had issued an unmodified or clean opinion on the financial statements for the fiscal year ending June 30, 2023. He stated that the report was dated October 26, 2023.

Mr. McLearen stated that the three financial statements included the statement of net position, was very similar to a balance sheet for for-profit entities. He stated that it presented the assets, liabilities, and net position or equity of the authority. He stated that the net position at June 30, 2023 was approximately \$10.2 million. He stated that displayed on the slide was exhibit one, spanning two pages.

Mr. McLearen stated that the second of the three financial statements was a statement of revenues, expenses, and changes in that position. He stated that it was similar to an income statement or a profit and loss statement for a for-profit entity, which reported an increase or decrease in the net position number. He stated that the statement reported a \$1.6 million dollar increase in net position for the year ending June 30, 2023.

Mr. McLearen stated that the third and final financial statement in this document was a statement of cash flows. He stated that the report showed an increase or decrease in the actual cash position for the authority. He stated that a majority of the numbers on this statement could be found about two-thirds of the way down. He stated that there was a double underline, and the ending cash position for the authority was \$3,370,000 on June 30, 2023.

Mr. McLearen stated that the final report he wanted to bring to the Board's attention was the independent auditor's report on internal controls and compliance. He stated that it could be found in this document bearing the audit firm's letterhead. He stated that in this report, an auditor would describe any significant deficiencies or material weaknesses in the internal control or financial reporting structure. He stated that upon reading the report, no significant deficiencies or material weaknesses had been disclosed in the thorough and financial reporting structure.

Mr. Gaffney asked if there were any questions from Board members regarding Mr. McLearen's presentation on the financial report.

Mr. Richardson asked to see the page with the double underlined segment. He asked if that number was referring to the end of the fiscal year, June 2023.

Mr. McLearen answered yes.

Mr. Richardson asked what that number should represent to the Board.

Mr. McLearen explained that the number was the actual cash balance. He stated that the authority would have multiple types of assets, which were reported on the statement in that position. He stated that this highlighted one of those assets, the most liquid one, which was the cash position. He stated that the reconciled cash balance represented the total amount of cash the authority had at that point in time.

Mr. Richardson asked Mr. McLearen if it was his professional opinion that the listed amount of money was comfortable for the size of their organization.

Mr. McLearen stated that he would say that it was consistent with other authorities.

Mr. Richardson stated that he appreciated the comprehensive answer, as he understood Mr. McLearen had other clients of varying sizes.

Mr. Pinkston asked to see the slide referring to the net position. He asked if Mr. Mawyer if the organization's retirement plans were through VRS.

Mr. Mawyer stated yes, all of their employees had retirement plans through VRS.

Mr. Pinkston asked if there was an obligation of the Authority built into this retirement program.

Mr. Mawyer stated yes.

Mr. McLearen stated that VRS provided an actuarial evaluation for each of its participating entities. He stated that the authority received a separate actuarial evaluation. He stated that the state had contracted with a third party to measure those liabilities, and they reported a net pension asset, indicating that they had estimated and, as previously mentioned, there were numerous estimates involved in this process, but it was projected that the current assets of the authority exceeded the projected liability. He stated he could highlight the relevant language in this section.

Mr. Pinkston asked if they were contributing to the state.

Mr. McLearen stated yes. He stated that it could be seen under their "other assets" that there was a net pension asset of approximately \$269,000. He stated that this figure was subject to change. He noted that the market returns had a substantial influence on the actuaries' calculations. He stated that consequently, as the market declined, this number was likely to transition into a liability position.

Mr. Gaffney stated that it was not often seen with a government entity.

Mr. McLearen stated that in general, a net pension liability existed rather than a net pension asset. He stated that this was measured one year prior. He stated that considering the way the market had performed, there was a strong market currently, and he believed that next year, this situation might change. He noted that it was heavily influenced by both the workforce and the market returns.

Mr. Gaffney asked if there were any other comments or questions regarding the item. Hearing none, he asked if there was a motion.

**Mr. Pinkston moved the Board to approve the auditor's report. Mr. Andrews seconded the motion, which passed unanimously (6-0).**

*b. Presentation: Baling Facility Update  
David Rhoades, Solid Waste Manager*

Mr. Rhoades introduced himself as an employee of Rivanna Solid Waste Authority for the past seven years. He stated that previous to that, he was the operations manager of Van der Linde Recycling. He stated that he had been asked to present an update on a baling facility that afternoon.

He stated that to begin, he wanted to provide some information and background. He stated that their current Meade Avenue paper sort facility processed fiber and plastic products. He stated that this facility was only partially enclosed and could not store all of the materials they collected indoors without congestion.

Mr. Rhoades stated that at present, their site processes seven materials, but the paper sort facility had only six bays. He stated that due to the increased recyclable products at their collection facilities, and the addition of the Southern Albemarle Convenience Center, their current paper sort facility had become undersized and was located on leased property with no long-term access agreements. He stated that in 2019, RSWA completed a paper sort master plan that evaluated options for modifying the existing facility or developing a new one. He stated that the plan did not support expanding the existing paper sort with short-term lease agreements.

Mr. Rhoades stated that during the September 2021 Board of Directors meeting, staff presented information on the operations and conditions of their existing paper sort facility and its value to their recycling program. He stated that in that meeting, the Board authorized staff to find a new location for a replacement facility, complete a preliminary engineering report for a new facility, purchase a new baler for the existing paper store, and replace the old problematic baler. He noted that the new baler, purchased and installed in 2023, would be relocated to the new facility.

Mr. Rhoades stated that the design criteria for the new baling facility included locating it on property controlled by RSWA, Albemarle County, or the City of Charlottesville, and it would be fully enclosed, allowing all materials received to be processed indoors to prevent litter. He stated that it would have the capacity to fully accommodate the materials they currently manage without outside storage and would include a second baler for redundancy and to be able to manage the growth of the recycling program.

Mr. Rhoades stated that in 2022, RSWA completed a preliminary engineering report that refined the facility's design, evaluated potential sites, and recommended a location at Ivy MUC at a cost of \$6.4 million. He stated that the site was ideal due to its flat terrain, requiring minimal cutting and filling. He stated that the location would allow RSWA to utilize existing site scales and infrastructure. He noted that having the baling facility on the IMUC property also increased access to shared equipment and personnel, enabling the use of sweepers, trucks, and other available resources from the Transfer Station.

Mr. Rhoades stated that furthermore, the site provided a beneficial use for otherwise impacted land instead of operating on a greenfield site. He stated that the Board authorized the Executive Director to request City and County funding for design, permitting, and construction for FY 24 and FY 25 budgets. He had a few slides to show the Board. He indicated the current transfer station and the proposed location for the baling facility was indicated by the color blue. He stated that the red rectangle represented the truck parking area, consisting of a concrete apron and a gravel pullout lot. He stated that the green circle denoted a stormwater BMP. He stated that by the final design, this BMP may be relocated or remain in its current position.

Mr. Rhoades stated that for reference, the current transfer station spanned approximately 11,000 square feet, while the proposed baling facility would cover around 17,000 square feet. He indicated where Dick Woods Road was located on the map and where customers would enter the facility as if they were using the recycling center or the transfer station. He stated that they would cross the scales, drive north through the landfill cells, and then northeast to the baling facility.

Mr. Rhoades stated that the next slide displayed the current layout design, illustrating the traffic pattern following the previous slide where they went northeast. He stated that the trucks would drive down the access road and turn into or back into the facility to unload. He explained that their tractor-trailers would continue eastward, pull into the parking lot, and then back up to a loading dock. He stated that the objective of this process was to maintain a road that connected with their current clean fill site. He stated that the glass stockpile would need to be relocated, and the green circle represented the stormwater BMP location in the future.

Mr. Rhoades stated that on the next slide, there were photos of the proposed baling facility site from the top of Cell 2 unlined. He stated that the flat area was currently being used for container storage but that would be moved to make way for the new facility. He pointed out that the trees in the area would also be helpful, as well as the glass pile visible nearby, which would need to be relocated. He stated that the slide showed preliminary building elevations, with an 18-by-24 foot overhead door at the front of the building and 11 trailer docks featuring 8-foot-by-8-foot vertical lift doors at the back. He stated that there was a personnel door and a staircase leading down to the parking area. He noted that the elevation in this area demonstrated a 30-foot nominal eave height.

Mr. Rhoades stated that next, the preliminary floor plan proved to be more intriguing. He stated that when discussing the 18-by-24 foot door, trucks could either pull into or back into this space. He stated that at this time, they could make use of the four bays designed for incoming recycling and storage. He stated that there were 11 trailer docks available, some of which could be utilized for product storage. He stated that they had their two balers, one located in each area. He stated that the preliminary wall design illustrated the inward and outward movement of the facility's side walls, featuring an eight-foot vertical lift door, rain guards, trailer bumpers, a loading dock, and an additional layer of protection in the form of a concrete bollard that safeguarded the door structure.

Mr. Pinkston stated that they had one baler now. He asked if there was a new baler in the proposal.

Mr. Rhoades stated yes. He stated that one existing baler would be transferred to the new facility, then they would purchase a second baler. He continued to explain that they were currently at the 30% completion of the design phase, and expected design and permitting to be completed during the second quarter of FY 24. He stated that the specialty equipment, such as the second baler Mr. Pinkston mentioned, would be purchased along with the trailers sometime between November of 2024 and July of 2025. He stated that they anticipated construction bidding and award completion by July of 2024, followed by construction during FY 2025. He stated that if everything proceeded according to schedule, this should have them ready to use the baling facility by November of 2025.

Mr. Andrews asked to see the slide showing the layout of the entire site. He asked if trucks would enter from the bottom entrance.

Mr. Rhoades stated yes. He stated that it was a downhill grade from the upper portion of the vegetation area. He stated that trucks would drive down and the road would then turn. He stated that the plan showed the trucks turning in, bearing right, and going east on the site. He stated that depending on the operator or other management practices, the trucks could either pull into the facility and back to an appropriate bay or back into the facility directly to that bay.

Mr. Andrews asked if those would be full-sized tractor-trailers.

Mr. Rhoades stated that they should be unloading 10 wheeled trucks in there. He stated that the turns were sufficient for a trailer to enter but perhaps not a tractor trailer. He stated that the tractor-trailers were designed to continue to go through and back up to their loading docks.

Mr. Mawyer stated that the roll-off containers depicted in the picture were located at the Southern Albemarle Convenience Center and at the McIntire Recycling Center. They would collect those containers and bring them to this new facility and process the recycling materials through the baling machine to be compacted. He stated that they then put the bales in tractor-trailers for shipment.

Mr. Gaffney asked if this was a manned facility since there were no restrooms.

Mr. Rhoades replied yes, it was a manned facility. He stated that they would install port-o-johns on the site, and the employee had the opportunity to drive to the main office which had running water. He stated that this was typical for the Transfer Station and the rest of the site and staff would not be confined to that building if they needed to leave.

Mr. Pinkston asked if they used Bobcats to move the debris around.

Mr. Rhoades answered yes, they used Caterpillar 246Ds with a one-yard bucket on the front. He stated that they used the grapple bucket on that to grab the product and carry it to the bay. He stated that in that building, they would put the messiest products, such as the plastics, as close to the baler as possible so they were not dragging it across the building. He confirmed that they would be able to move anything there with the equipment they had.

Mr. Mawyer asked Mr. Rhoades to display the first slide of the presentation again. He asked him to explain what was depicted on the slide.

Mr. Rhoades stated that on the slide was an image of the piece of equipment they current had, which had a one-yard bucket on the front with the grapple, which was able to go into the product that they had. He explained that this was very similar to the four bays that would be in the new building. He added that they had trailers used for storage as well. He stated that the machine went through the building, grabbed scoops of the product, brought it to the baler, and dumped it in the open top of the baling machine. He stated that when the bale came out, they used a forklift with a bale clamp on the front, which went up to the bale, grabbed it, squeezed it, picked it up, and carried it to its final destination for hauling.

Mr. Pinkston asked if each one of those had to be positioned in the back of a semi-truck.

Mr. Rhoades stated yes. He stated that they put 23 bales per trailer, stacked two high down the center. He stated that they were transported to the mills and unloaded in the same manner they loaded them onto the truck.

Mr. Stewart stated that the image reminded him that an element of the lease for the existing facility was that it may require Rivanna to restore the old building to its original condition or a similar requirement. He asked if he recalled that correctly and whether it had been negotiated or accounted for in the cost estimate for the new baling facility.

Mr. McKalips answered that the engineering estimate of \$6.4M included an estimated cost of \$290,000 for rehabilitating the current building. He stated that they had not yet discussed this with the building owner, but primarily, issues such as the degraded insulation visible there were considered normal wear and tear due to it being an open-sided structure. He stated that birds had

also damaged the insulation. He stated that around the doors, they would need to perform some rehabilitation work where the skid steer had impacted the area repeatedly, thousands of times.

Mr. Rhoades stated that he would emphasize the importance of installing the concrete bollard in front of the doorways.

*(recess RSWA in a JOINT SESSION with the RWSA)*

**At 2:43 p.m., Mr. Andrews moved to recess the meeting of the Rivanna Solid Waste Authority Board. Mr. Sanders seconded the motion, which passed unanimously (6-0).**

**At 3:39 p.m., Mr. Pinkston moved to reconvene the Rivanna Solid Waste Authority Board. Mr. Richardson seconded the motion, which passed unanimously (6-0).**

*a. Presentation: Paychex Payroll and Human Resources Information System (HRIS) Review*

Ms. Betsey Nemeth stated that she would present information about the organization's new payroll and HRIS system, Paychex. She stated that over a year ago, they started looking for a new payroll-only system, as they had been using accounting software before. She stated that they wanted to enhance their employee experience around payroll and other parts of human resources, ultimately achieving efficiency and cost-effectiveness. She stated that they chose Paychex from several different vendors. She stated that they had customized the organization's payroll processing to their specifications, and they were a little bit different than most places because they worked 24/7 and on holidays, so there were varying kinds of pay.

Ms. Nemeth stated that she was excited about the addition of an entire electronic application system and the ability to post job openings on multiple recruiting websites simultaneously. She stated that when she input a job into the system, it posted across various platforms, including their own website. She mentioned that electronic onboarding will be implemented, allowing new hires to complete their onboarding forms from home. She stated that this included electronic I-9 and E-Verify employment eligibility verification processes. She stated that there was a significant achievement in implementing a learning management system (LMS).

Ms. Nemeth stated that they had introduced a time and attendance system for hourly employees, replacing manual tracking with punching into a timeclock. She stated that multiple methods existed for employees to punch in and out using their cell phones, computers, or a timeclock. She stated that in addition, all pay stubs and tax forms were now available electronically for employees, when before they were solely on paper. She stated this system allowed employers to file state federal employer payroll taxes by Paychex, with the payment being sent through the system itself.

Ms. Nemeth stated that employees could make changes to their personnel information electronically without submitting any paperwork. She stated that the management system handled leave, including sick time, vacation time, bereavement time, and volunteer time off. She stated that there were three ways for employees to access the clock, including the dashboard, computer, or timeclock.

Ms. Nemeth stated that the computer displayed information about their new system. She explained that there was a green button for hourly employees to punch in and that they could also

542 use their cell phones for this purpose. She mentioned that geotracking would be used, so they  
543 would know the location of employees who punched in from their living rooms rather than a  
544 work site. She stated that the third picture showed the actual time clock at Ivy, which was the  
545 only one being used. She stated that employees used their employee numbers to punch in and  
546 out.

547  
548 Ms. Nemeth stated that the application system was exciting because it automatically posted jobs  
549 on numerous job boards and the website, tracking the entire hiring process electronically. She  
550 stated that from the job posting to the onboarding process, hiring involved numerous steps,  
551 including interviews, questions asked, and application design tailored to specific positions. She  
552 stated that the system maintained a comprehensive list by job that tracked individuals' progress  
553 throughout this process. She stated that the job description library was continually expanding,  
554 ensuring they had accurate and detailed descriptions for each role.

555  
556 Ms. Nemeth stated that currently, their website featured a single job application for all available  
557 positions. She stated that with the new system, she could now create customized applications for  
558 each position, such as water manager, HR manager, safety manager, or water operator, to gather  
559 specific information relevant to the role. She stated that upon hiring someone, they sent an  
560 onboarding email containing instructions for completing all required documents. She stated that  
561 the program would include a copy of their handbook for participants to read and sign off on. She  
562 stated that additionally, E-Verify would be used for completing the I-9 employment eligibility  
563 form, verifying with the government that the individual was legally allowed to work in the  
564 United States.

565  
566 Ms. Nemeth stated that they had recently begun working on integrating Paychex learning  
567 management into their system, which aligned well with their strategic plan. She stated that as  
568 outlined in the plan, they aimed to track and manage various types of training for employees. She  
569 stated that Paychex already featured a learning library covering safety, HR, and IT topics. She  
570 stated that this integration allowed them to create personalized learning journeys for individual  
571 employees based on their areas of improvement or focus, such as leadership development. She  
572 stated that reporting was available for each employee's training hours, allowing them to receive  
573 an individualized training and learning transcript.

574  
575 Ms. Nemeth stated that they could add their own training activities to the transcript. She stated  
576 that for example, she took courses to maintain certifications and could include all her external  
577 training in the transcript. She stated that they could upload various training modules, not just job-  
578 specific ones. She stated that in the past week, they had added their safety training, which was  
579 conducted as a module every other week, and all of this information was now available in the  
580 system. She stated that additionally, employees who wanted to create their own training modules  
581 or come up with new ideas could submit them for inclusion in the system.

582  
583 Mr. Gaffney asked if Ms. Nemeth was looking forward to the new program.

584  
585 Ms. Nemeth stated yes. She stated that the training was very interesting. She stated that the  
586 software would be tracking most of the training they did, rather than tracking it on spreadsheets.  
587 She stated that it would also be great for their employees because they no longer had to call her  
588 on the phone to ask for paper paystubs. She stated that employees could access all of that  
589 information on their phones now.

590  
591 Mr. Pinkston asked if this was similar to Workday.



Ms. Nemeth stated yes. She stated that their organization was not large enough to use Workday, but it was similar.

Ms. Mallek asked where they were in terms of the implementation process.

Ms. Nemeth stated that all paperwork was being processed there now. She stated that she hoped the application process would be operational in January. She stated that the LMS was integrated but not yet activated. She stated that she wanted to do a few modules herself and make sure it was acceptable.

Ms. Mallek asked if those were their modules.

Ms. Nemeth stated that she was referring to the outside modules. She clarified that they could be both. She stated that they had already uploaded their in-house safety training, but Paychex had their own modules that she wanted to review before sending them to employees to complete.

Ms. Mallek asked if it would include cyber training.

Ms. Nemeth stated that they got cyber training from a different vendor and had not crossed that bridge yet. She stated that she would be curious to see what their IT team thought of that.

Ms. Mallek asked if the I-9 notification to the government was required at the very end. She asked if it would be more sensible to get that done before sending the onboarding email to someone.

Ms. Nemeth stated that she would have to do it after she offered the job to them. She stated that as part of their onboarding process, she had to verify their ID. She stated that she would have to rescind the offer if they were not qualified to work in the U.S.

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

There were none.

#### ***11. CLOSED MEETING***

There was no closed meeting.

#### ***12. ADJOURNMENT***

**At 3:52 p.m., Mr. Andrews moved to adjourn the meeting of the Rivanna Solid Waste Authority. Mr. Richardson seconded the motion, which passed unanimously (6-0).**



## MEMORANDUM

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

**FROM:** BILL MAWYER, EXECUTIVE DIRECTOR

**SUBJECT:** EXECUTIVE DIRECTOR'S REPORT

**DATE:** JANUARY 23, 2024

### Welcome and Congratulations

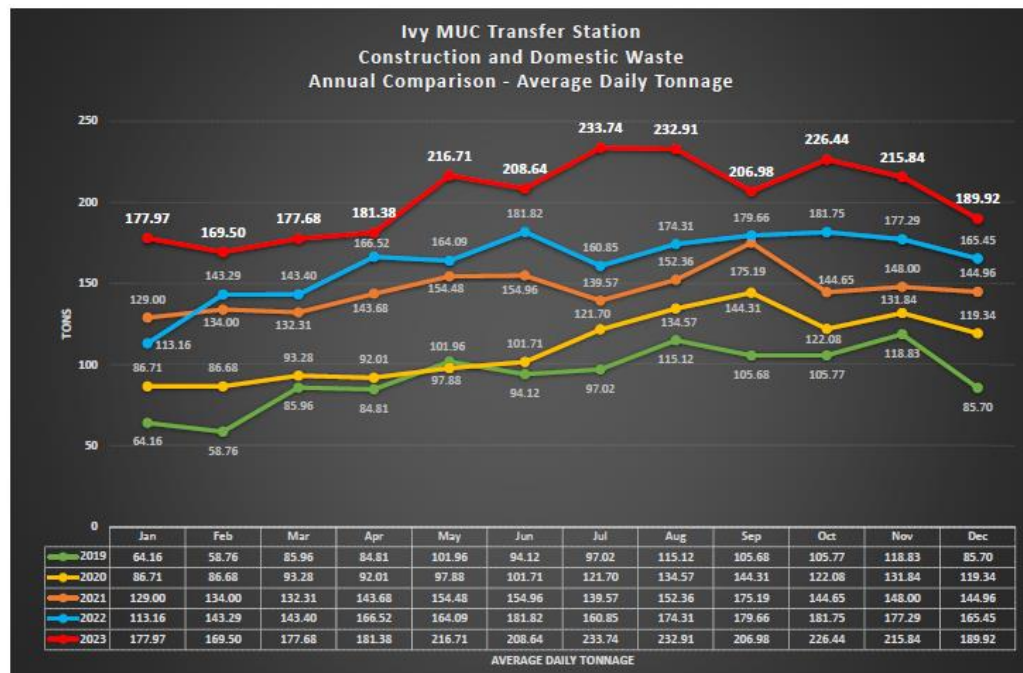
- Welcome to Steven Hicks, City Public Works Director and newest RSWA Board Member.
- Congratulations to RSWA Board Members, Jim Andrews, newly elected Chair of the Albemarle Board of Supervisors, and to Brian Pinkston, newly elected Vice-Mayor of Charlottesville.

### *STRATEGIC PLAN PRIORITY: OPTIMIZATION AND RESILIENCY*

### Use of the Ivy Materials Utilization Center:

We are generally receiving about 25% more refuse each day than last year at the Transfer facility. Average daily refuse volume has increased from 86 tons per day in December 2019 to 190 tons per day in December 2023, as shown below:

|               |                                 |   |
|---------------|---------------------------------|---|
| November 2023 | <u>Vehicles</u><br><b>6,409</b> | <u>Avg MSW &amp; CDD Tons/Day</u><br><b>216</b> |
| December 2023 | <u>Vehicles</u><br><b>5,464</b> | <u>Avg MSW &amp; CDD Tons/Day</u><br><b>190</b> |



## **Asset Management**



Our Asset Manager is starting to incorporate RSWA equipment, buildings and vehicles into our Cityworks asset management system.

## ***STRATEGIC PLAN PRIORITY: COMMUNICATION AND COLLABORATION***

### **Grant Award**

RSWA received a \$7,500 Competitive Litter Grant from the Virginia Department of Environmental Quality. The purpose of this grant is to buy educational outreach materials for early school aged children related to recycling. These funds were used to buy an activity bag, colored pencils, crayons, ruler, eraser, and a recycling activity book as shown below.



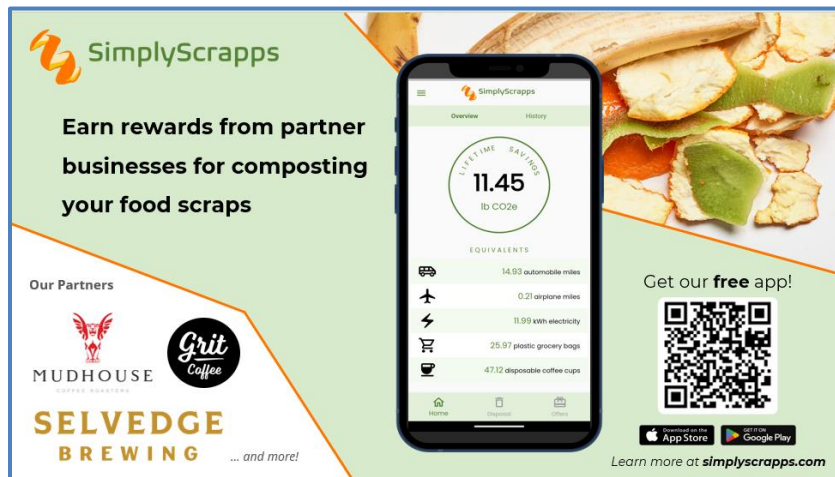
Recycling Outreach kits will be distributed to 1<sup>st</sup> to 3<sup>rd</sup> grade aged children as part of various outreach events and tours.

### **On The Radio**

Beginning in March, we will have public service announcements on 91.9 FW – WNRN radio. We will highlight our special collection days and events, educate listeners about recycling, and let them know where our Convenience Centers are located.

### **Compostable Food Waste Collection**

Our Compostable Food Waste collection locations at the McIntire Recycling Center and Ivy Material Utilization Center will host signage to allow our customers to participate in the “SimplyScrapps” program. This phone app and program, developed by Jon Cristinziano, UVA Darden School MBA candidate, allows composting participants to earn points redeemable for rewards at a growing list of area businesses including Grit Coffee, Mudhouse, and Selvedge Beverage. Participation in this program is at no cost to RSWA.



## *STRATEGIC PLAN PRIORITY: EMPLOYEE DEVELOPMENT*

### **New Team Members and Positions**

We were pleased to recently hire:

- Leah Beard - Human Resources Manager, Administration & Communications Division

And to promote:

- George Cheape - from Engineering Inspector to Safety Manager, Administration & Communications Division

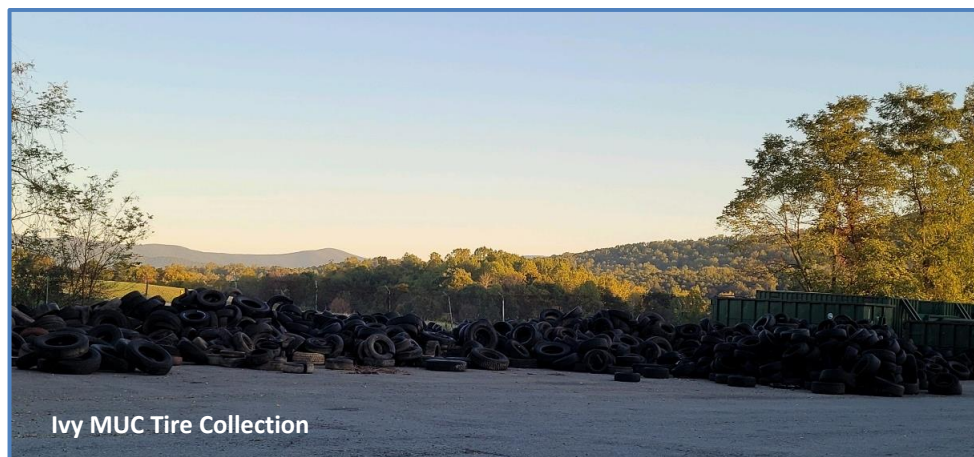
### **Holiday Team Building**

Staff enjoyed a Holiday celebration in December with boxed lunches delivered to their work site. All locations remained open during regular hours.

## *STRATEGIC PLAN PRIORITY: ENVIRONMENTAL STEWARDSHIP*

### **Fall Special Tire Collection Totals:**

Special Collection free disposal days were held this fall at the Ivy MUC. A total of 140 vehicles participated in the tire collection on Saturday, October 14, 2023, included 121 from the County and 19 from the City. 14.93 tons were collected from City residents and 91.75 tons from County residents.



The schedule for our Spring Special Collection Days includes:

| <b><u>Special Collection Item</u></b> | <b><u>Collection Date</u></b> |
|---------------------------------------|-------------------------------|
| Electronic Waste                      | April 20, 2024                |
| Household Hazardous Waste             | April 26 & 27, 2024           |
| Furniture/Mattresses                  | May 4, 2024                   |
| Appliances                            | May 11, 2024                  |
| Tires                                 | May 18, 2024                  |



## MEMORANDUM

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

**FROM: LONNIE WOOD, DIRECTOR OF FINANCE AND INFORMATION  
TECHNOLOGY**

**REVIEWED: BILL MAWYER, EXECUTIVE DIRECTOR**

**SUBJECT: NOVEMBER 2023 FINANCIAL SUMMARY**

**DATE: JANUARY 23, 2024**

Operating revenues for the first five months of this fiscal year total \$2,256,400, and total operating expenses are \$3,577,100, resulting in a \$1,320,600 net operating loss. Funding support for operations and remediation of \$1,825,900 has been received so far this year. The Authority processed 82,221 tons of waste and recycling products through November. A breakdown of net revenue or cost per ton, including overhead and administrative support costs, is shown below.

|                                     | <u>Ivy Operations</u> | <u>Ivy Transfer</u> | <u>Recycling</u> | <u>Total</u> |
|-------------------------------------|-----------------------|---------------------|------------------|--------------|
| Tonnage                             | 52,725                | 28,700              | 796              | 82,221       |
| Net operating income (loss)         | \$ 16,652             | \$ (455,927)        | \$ (500,082)     | \$ (939,357) |
| Net operating income (loss) per ton | \$ 0.32               | \$ (15.89)          | \$ (628.24)      | \$ (11.42)   |

Attachments

**Rivanna Solid Waste Authority  
Revenue and Expense Summary Report  
FY 2024**

*For November 2023*

|                                    | <b>Budget<br/>FY 2024</b> | <b>Budget<br/>YTD</b> | <b>Actual<br/>YTD</b> | <b>Variance<br/>\$</b> | <b>Variance<br/>%</b> |
|------------------------------------|---------------------------|-----------------------|-----------------------|------------------------|-----------------------|
| <b>Revenues</b>                    |                           |                       |                       |                        |                       |
| Ivy Operations Tipping Fees        | \$ 1,358,000              | \$ 565,833            | \$ 452,347            | \$ (113,486)           | -20.06%               |
| Ivy Environmental Revenues         | -                         | -                     | -                     | -                      |                       |
| Ivy MSW Transfer Tipping Fees      | 2,587,000                 | 1,077,917             | 1,616,668             | 538,751                | 49.98%                |
| County Convenience Centers         | 60,000                    | 25,000                | 13,063                | (11,937)               | -47.75%               |
| Recycling Revenues                 | 285,000                   | 118,750               | 100,266               | (18,484)               | -15.57%               |
| Other Revenues Administration      | 80,000                    | 33,333                | 74,075                | 40,742                 | 122.23%               |
| <b>Total Revenues</b>              | <b>\$ 4,370,000</b>       | <b>\$ 1,820,833</b>   | <b>\$ 2,256,419</b>   | <b>\$ 435,586</b>      | <b>23.92%</b>         |
| <b>Expenses</b>                    |                           |                       |                       |                        |                       |
| Ivy Operations                     | \$ 865,140                | \$ 360,475            | \$ 361,046            | \$ (571)               | -0.16%                |
| Ivy Environmental                  | 903,859                   | 376,608               | 291,702               | 84,906                 | 22.54%                |
| Ivy MSW Transfer                   | 3,597,923                 | 1,499,134             | 1,997,945             | (498,811)              | -33.27%               |
| County Convenience Centers         | 730,706                   | 304,461               | 281,788               | 22,673                 | 7.45%                 |
| Recycling Operations               | 699,125                   | 291,302               | 271,903               | 19,399                 | 6.66%                 |
| Administration                     | 1,144,972                 | 477,072               | 372,673               | 104,399                | 21.88%                |
| <b>Total Expenses</b>              | <b>\$ 7,941,725</b>       | <b>\$ 3,309,052</b>   | <b>\$ 3,577,057</b>   | <b>\$ (268,005)</b>    | <b>-8.10%</b>         |
| <b>Net Operating Income (Loss)</b> | <b>\$ (3,571,725)</b>     | <b>\$ (1,488,219)</b> | <b>\$ (1,320,639)</b> | <b>\$ 167,580</b>      | <b>11.26%</b>         |
| <b>Other Funding Sources</b>       |                           |                       |                       |                        |                       |
| Local Government Support           | \$ 2,348,374              | \$ 978,489            | \$ 1,174,188          | \$ 195,699             | 20.00%                |
| Environmental Support              | 1,223,351                 | 509,730               | 651,666               | 141,936                | 27.85%                |
| <b>Subtotal</b>                    | <b>\$ 3,571,725</b>       | <b>\$ 1,488,219</b>   | <b>\$ 1,825,854</b>   | <b>\$ 337,635</b>      | <b>22.69%</b>         |

|                          |             |             |                   |                   |
|--------------------------|-------------|-------------|-------------------|-------------------|
| <b>Net Income (Loss)</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 505,215</b> | <b>\$ 505,215</b> |
|--------------------------|-------------|-------------|-------------------|-------------------|

| <b>Local Support Detail</b>  |                     | <b>Annualized<br/>Payments</b> |                     | <b>True-up Est.</b> |
|------------------------------|---------------------|--------------------------------|---------------------|---------------------|
|                              |                     |                                |                     | Due to / (Due from) |
| County - Ivy Operations      | \$ (226,617)        | \$ (94,424)                    | \$ (94,424)         | \$ (77,772)         |
| County - Ivy Transfer        | 1,277,166           | 532,152                        | 532,152             | 76,225              |
| County - Convenience Centers | 670,706             | 279,461                        | 279,461             | 10,735              |
| County - Recycling           | 438,983             | 182,910                        | 182,910             | 20,960              |
| County - Environmental MOU   | 737,473             | 307,280                        | 368,736             | -                   |
|                              | <u>\$ 2,897,711</u> | <u>\$ 1,207,380</u>            | <u>\$ 1,268,835</u> | <u>\$ 30,149</u>    |
| City - Recycling             | \$ 188,136          | \$ 78,390                      | \$ 78,390           | 8,983               |
| City - Environmental MOU     | 405,896             | 169,123                        | 202,948             | -                   |
|                              | <u>\$ 594,032</u>   | <u>\$ 247,513</u>              | <u>\$ 281,338</u>   | <u>\$ 8,983</u>     |
| UVa - Environmental MOU      | \$ 79,982           | \$ 33,326                      | \$ 79,982           | \$ 141,936          |
| <b>Total Local Support</b>   | <b>\$ 3,571,725</b> | <b>\$ 1,488,219</b>            | <b>\$ 1,630,155</b> | <b>\$ 181,068</b>   |



Rivanna Solid Waste Authority  
Fiscal Year 2024 - November 2023  
Revenue and Expense Summary Report

Ivy Operations

| FY 2024           |               |               | Variance | Variance |
|-------------------|---------------|---------------|----------|----------|
| Budget<br>FY 2024 | Budget<br>YTD | Actual<br>YTD |          |          |
|                   |               |               | \$       | %        |

Revenues

|                               |              |            |            |              |         |
|-------------------------------|--------------|------------|------------|--------------|---------|
| Clean fill material           | \$ 875,000   | \$ 364,583 | \$ 261,624 | (102,959)    | -28.24% |
| Grindable material            | 350,000      | 145,833    | 148,718    | 2,885        | 1.98%   |
| Tires whole                   | 38,000       | 15,833     | 1,696      | (14,137)     | -89.29% |
| Tires and white good per item | 20,000       | 8,333      | 16,838     | 8,505        | 102.06% |
| Material Sales                | 75,000       | 31,250     | 23,471     | (7,779)      | -24.89% |
| Total Operations Revenues     | \$ 1,358,000 | \$ 565,833 | \$ 452,347 | \$ (113,486) | -20.06% |

Expenses

|                                    |              |            |            |           |          |
|------------------------------------|--------------|------------|------------|-----------|----------|
| Personnel Cost                     | \$ 301,640   | \$ 125,684 | \$ 122,381 | \$ 3,302  | 2.63%    |
| Professional Services              | -            | -          | 9,904      | (9,904)   |          |
| Other Services and Charges         | 27,700       | 11,542     | 17,239     | (5,697)   | -49.36%  |
| Communications                     | 1,800        | 750        | 1,447      | (697)     | -92.93%  |
| Information Technology             | 25,000       | 10,417     | 855        | 9,562     | 91.79%   |
| Vehicles and Equip. Maintenance    | 82,000       | 34,167     | 28,757     | 5,410     | 15.83%   |
| Supplies                           | 1,000        | 417        | 1,096      | (679)     | -163.07% |
| Operations and Maintenance         | 241,000      | 100,417    | 102,285    | (1,868)   | -1.86%   |
| Environmental Remediations         | -            | -          | -          | -         |          |
| Equipment Replacement              | 185,000      | 77,083     | 77,083     | (0)       | 0.00%    |
| Total Operations Expenses          | \$ 865,140   | \$ 360,475 | \$ 361,046 | \$ (571)  | -0.16%   |
| Allocation of Administration Costs | 266,243      | 110,935    | 74,649     | 36,285    | 32.71%   |
| Expenses With Admin Allocations    | \$ 1,131,383 | \$ 471,410 | \$ 435,696 | \$ 35,714 | 7.58%    |
| Net Operating Income (Loss)        | \$ 226,617   | \$ 94,424  | \$ 16,652  | (77,772)  | -82.37%  |
|                                    |              |            |            | (77,772)  |          |

| Summary of Local Support |              |             |             |        |
|--------------------------|--------------|-------------|-------------|--------|
| County                   | \$ (226,617) | \$ (94,424) | \$ (94,424) | \$ (0) |
|                          | \$ (226,617) | \$ (94,424) | \$ (94,424) | \$ (0) |

Estimated True-up \$ (77,772)



Rivanna Solid Waste Authority  
Fiscal Year 2024 - November 2023  
Revenue and Expense Summary Report

## Ivy Environmental

### Revenues

Forestry Management Revenue

| FY 2024           |               |               | Variance<br>\$ | Variance<br>% |
|-------------------|---------------|---------------|----------------|---------------|
| Budget<br>FY 2024 | Budget<br>YTD | Actual<br>YTD |                |               |

|    |   |    |   |    |   |   |
|----|---|----|---|----|---|---|
| \$ | - | \$ | - | \$ | - | - |
|----|---|----|---|----|---|---|

**Total Operations Revenues**

|           |          |           |          |           |          |           |          |
|-----------|----------|-----------|----------|-----------|----------|-----------|----------|
| <b>\$</b> | <b>-</b> | <b>\$</b> | <b>-</b> | <b>\$</b> | <b>-</b> | <b>\$</b> | <b>-</b> |
|-----------|----------|-----------|----------|-----------|----------|-----------|----------|

### Expenses

|                                 |    |         |    |        |    |        |    |          |         |
|---------------------------------|----|---------|----|--------|----|--------|----|----------|---------|
| Personnel Cost                  | \$ | 211,359 | \$ | 88,066 | \$ | 88,814 | \$ | (748)    | -0.85%  |
| Professional Services           |    | 40,000  |    | 16,667 |    | 2,745  |    | 13,922   | 83.53%  |
| Other Services and Charges      |    | 8,200   |    | 3,417  |    | 2,009  |    | 1,408    | 41.21%  |
| Communications                  |    | 300     |    | 125    |    | 206    |    | (81)     | -64.75% |
| Information Technology          |    | -       |    | -      |    | -      |    | -        |         |
| Vehicles and Equip. Maintenance |    | 22,000  |    | 9,167  |    | 9,145  |    | 22       | 0.24%   |
| Supplies                        |    | -       |    | -      |    | -      |    | -        |         |
| Operations and Maintenance      |    | 209,000 |    | 87,083 |    | 98,078 |    | (10,995) | -12.63% |
| Environmental Remediations      |    | 208,000 |    | 86,667 |    | 5,289  |    | 81,378   | 93.90%  |
| Equipment Replacement           |    | 205,000 |    | 85,417 |    | 85,417 |    | 0        | 0.00%   |

**Total Operations Expenses**

|           |                |           |                |           |                |           |               |               |
|-----------|----------------|-----------|----------------|-----------|----------------|-----------|---------------|---------------|
| <b>\$</b> | <b>903,859</b> | <b>\$</b> | <b>376,608</b> | <b>\$</b> | <b>291,702</b> | <b>\$</b> | <b>84,906</b> | <b>22.54%</b> |
|-----------|----------------|-----------|----------------|-----------|----------------|-----------|---------------|---------------|

Allocation of Administration Costs

|  |         |  |         |  |        |  |        |        |
|--|---------|--|---------|--|--------|--|--------|--------|
|  | 319,492 |  | 133,122 |  | 89,579 |  | 43,542 | 32.71% |
|--|---------|--|---------|--|--------|--|--------|--------|

**Expenses With Admin Allocations**

|           |                  |           |                |           |                |           |                |               |
|-----------|------------------|-----------|----------------|-----------|----------------|-----------|----------------|---------------|
| <b>\$</b> | <b>1,223,351</b> | <b>\$</b> | <b>509,730</b> | <b>\$</b> | <b>381,281</b> | <b>\$</b> | <b>128,448</b> | <b>25.20%</b> |
|-----------|------------------|-----------|----------------|-----------|----------------|-----------|----------------|---------------|

**Net Operating Income (Loss)**

|           |                    |           |                  |           |                  |  |         |         |
|-----------|--------------------|-----------|------------------|-----------|------------------|--|---------|---------|
| <b>\$</b> | <b>(1,223,351)</b> | <b>\$</b> | <b>(509,730)</b> | <b>\$</b> | <b>(381,281)</b> |  | 128,448 | -25.20% |
|-----------|--------------------|-----------|------------------|-----------|------------------|--|---------|---------|

### Summary of Local Support

|        |           |                  |           |                |           |                |           |                  |
|--------|-----------|------------------|-----------|----------------|-----------|----------------|-----------|------------------|
| County | \$        | 737,473          | \$        | 307,280        | \$        | 368,736        | \$        | (61,456)         |
| City   |           | 405,896          |           | 169,123        |           | 202,948        |           | (33,825)         |
| Uva    |           | 79,982           |           | 33,326         |           | 79,982         |           | (46,656)         |
|        | <b>\$</b> | <b>1,223,351</b> | <b>\$</b> | <b>509,730</b> | <b>\$</b> | <b>651,666</b> | <b>\$</b> | <b>(141,936)</b> |

Rivanna Solid Waste Authority  
Fiscal Year 2024 - November 2023  
Revenue and Expense Summary Report

Ivy Transfer Station

Revenues

| MSW / Construction Debris        | \$ 2,484,000 | \$ 1,035,000 | \$ 1,571,831 | \$ 536,831 | 51.87% |
|----------------------------------|--------------|--------------|--------------|------------|--------|
| Compostable Material             | -            | -            | -            | -          |        |
| Service Charges / other revenues | 103,000      | 42,917       | 44,837       | 1,920      | 4.47%  |
| Total Operations Revenues        | \$ 2,587,000 | \$ 1,077,917 | \$ 1,616,668 | \$ 538,751 | 49.98% |

Expenses

| Personnel Cost                     | \$ 753,673   | \$ 314,030   | \$ 315,315   | \$ (1,284)   | -0.41%   |
|------------------------------------|--------------|--------------|--------------|--------------|----------|
| Professional Services              | -            | -            | -            | -            |          |
| Other Services and Charges         | 48,000       | 20,000       | 18,515       | 1,485        | 7.43%    |
| Communications                     | 1,600        | 667          | 741          | (75)         | -11.20%  |
| Information Technology             | 55,000       | 22,917       | 1,200        | 21,717       | 94.76%   |
| Vehicles and Equip. Maintenance    | 110,000      | 45,833       | 58,408       | (12,574)     | -27.43%  |
| Supplies                           | 7,000        | 2,917        | 9,326        | (6,409)      | -219.74% |
| Operations and Maintenance         | 2,514,150    | 1,047,563    | 1,552,775    | (505,212)    | -48.23%  |
| Environmental Remediations         | 3,500        | 1,458        | -            | 1,458        | 100.00%  |
| Equipment Replacement              | 105,000      | 43,750       | 41,667       | 2,083        | 4.76%    |
| Total Operations Expenses          | \$ 3,597,923 | \$ 1,499,134 | \$ 1,997,945 | \$ (498,811) | -33.27%  |
| Allocation of Administration Costs | 266,243      | 110,935      | 74,649       | 36,285       | 32.71%   |
| Expenses With Admin Allocations    | \$ 3,864,166 | \$ 1,610,069 | \$ 2,072,595 | \$ (462,526) | -28.73%  |

|                             |                |              |              |        |         |
|-----------------------------|----------------|--------------|--------------|--------|---------|
| Net Operating Income (Loss) | \$ (1,277,166) | \$ (532,152) | \$ (455,927) | 76,225 | -14.32% |
|-----------------------------|----------------|--------------|--------------|--------|---------|

| Summary of Local Support |              |            |            |      |  |
|--------------------------|--------------|------------|------------|------|--|
| County                   | \$ 1,277,166 | \$ 532,152 | \$ 532,152 | \$ - |  |
| City                     | -            | -          | -          | -    |  |
|                          | \$ 1,277,166 | \$ 532,152 | \$ 532,152 | \$ - |  |

Estimated True-up \$ 76,225

Rivanna Solid Waste Authority  
Fiscal Year 2024 - November 2023  
Revenue and Expense Summary Report

County Convenience Centers

| FY 2024           |               |               | Variance<br>\$ | Variance<br>% |
|-------------------|---------------|---------------|----------------|---------------|
| Budget<br>FY 2024 | Budget<br>YTD | Actual<br>YTD |                |               |
|                   |               |               |                |               |

Revenues

|                           |           |           |           |             |         |
|---------------------------|-----------|-----------|-----------|-------------|---------|
| Material Sales            | \$ 60,000 | \$ 25,000 | \$ 13,063 | \$ (11,937) | -47.75% |
| Total Operations Revenues | \$ 60,000 | \$ 25,000 | \$ 13,063 | \$ (11,937) | -47.75% |

Expenses

|                                    |              |              |              |            |          |
|------------------------------------|--------------|--------------|--------------|------------|----------|
| Personnel Cost                     | \$ 478,206   | \$ 199,253   | \$ 205,034   | \$ (5,781) | -2.90%   |
| Professional Services              | -            | -            | -            | -          |          |
| Other Services and Charges         | 16,300       | 6,792        | 5,256        | 1,535      | 22.61%   |
| Communications                     | 6,200        | 2,583        | 494          | 2,089      | 80.87%   |
| Information Technology             | -            | -            | -            | -          |          |
| Vehicles and Equip. Maintenance    | 155,000      | 64,583       | 18,761       | 45,823     | 70.95%   |
| Supplies                           | -            | -            | -            | -          |          |
| Operations and Maintenance         | 10,000       | 4,167        | 25,160       | (20,993)   | -503.84% |
| Environmental Remediations         | -            | -            | -            | -          |          |
| Equipment Replacement              | 65,000       | 27,083       | 27,083       | (0)        | 0.00%    |
| Total Operations Expenses          | \$ 730,706   | \$ 304,461   | \$ 281,788   | \$ 22,673  | 7.45%    |
| Allocation of Administration Costs | -            | -            | -            | -          |          |
| Expenses With Admin Allocations    | \$ 730,706   | \$ 304,461   | \$ 281,788   | \$ 22,673  | 7.45%    |
| Net Operating Income (Loss)        | \$ (670,706) | \$ (279,461) | \$ (268,725) | 10,735     | -3.84%   |

| Summary of Local Support |            |            |            |      |
|--------------------------|------------|------------|------------|------|
| County                   | \$ 670,706 | \$ 279,461 | \$ 279,461 | \$ - |
|                          | \$ 670,706 | \$ 279,461 | \$ 279,461 | \$ - |

Estimated True-up \$ 10,735

Rivanna Solid Waste Authority  
Fiscal Year 2024 - November 2023  
Revenue and Expense Summary Report

Recycling

McIntire & Paper Sort

Revenues

|                                 | FY 2024           |               |               | Variance    | Variance |
|---------------------------------|-------------------|---------------|---------------|-------------|----------|
|                                 | Budget<br>FY 2024 | Budget<br>YTD | Actual<br>YTD | \$          | %        |
| Material Sales & other revenues | \$ 250,000        | \$ 104,167    | \$ 31,001     | \$ (73,166) | -70.24%  |
| Grants                          | 35,000            | 14,583        | 69,265        | 54,682      | 374.96%  |
|                                 |                   |               |               |             |          |
| Total Operations Revenues       | \$ 285,000        | \$ 118,750    | \$ 100,266    | \$ (18,484) | -15.57%  |

Expenses

|                                    |              |              |              |           |          |
|------------------------------------|--------------|--------------|--------------|-----------|----------|
| Personnel Cost                     | \$ 342,575   | \$ 142,739   | \$ 140,444   | \$ 2,296  | 1.61%    |
| Professional Services              | -            | -            | 157          | (157)     |          |
| Other Services and Charges         | 53,100       | 22,125       | 32,871       | (10,746)  | -48.57%  |
| Communications                     | 3,400        | 1,417        | 949          | 468       | 33.04%   |
| Information Technology             | -            | -            | -            | -         | 0.00%    |
| Vehicles and Equip. Maintenance    | 106,000      | 44,167       | 33,974       | 10,193    | 23.08%   |
| Supplies                           | 1,050        | 438          | 895          | (458)     | -104.57% |
| Operations and Maintenance         | 93,000       | 38,750       | 20,947       | 17,803    | 45.94%   |
| Environmental Remediations         | -            | -            | -            | -         | 0.00%    |
| Equipment Replacement              | 100,000      | 41,667       | 41,667       | 0         | 0.00%    |
| Total Operations Expenses          | \$ 699,125   | \$ 291,302   | \$ 271,903   | \$ 19,399 | 6.66%    |
| Allocation of Administration Costs | 212,994      | 88,748       | 59,720       | 29,028    | 32.71%   |
| Expenses With Admin Allocations    | \$ 912,119   | \$ 380,050   | \$ 331,623   | \$ 48,427 | 12.74%   |
|                                    |              |              |              |           |          |
| Net Operating Income (Loss)        | \$ (627,119) | \$ (261,300) | \$ (231,357) | 29,943    | -11.46%  |

| Summary of Local Support |            |            |            |      |  |
|--------------------------|------------|------------|------------|------|--|
| County                   | \$ 438,983 | \$ 182,910 | \$ 182,910 | \$ - |  |
| City                     | 188,136    | 78,390     | 78,390     | \$ - |  |
|                          |            |            |            |      |  |
|                          | \$ 627,119 | \$ 261,300 | \$ 261,300 | \$ - |  |

Estimated True-up - County \$ 20,960  
Estimated True-up - City \$ 8,983

Rivanna Solid Waste Authority  
Fiscal Year 2024 - November 2023  
Revenue and Expense Summary Report

Administration

Revenues

| FY 2024                         |                |               |                |               |         |
|---------------------------------|----------------|---------------|----------------|---------------|---------|
| Budget<br>FY 2024               | Budget<br>YTD  | Actual<br>YTD | Variance<br>\$ | Variance<br>% |         |
|                                 |                |               |                |               |         |
| Interest revenues               | \$ 65,000      | \$ 27,083     | \$ 64,761      | \$ 37,678     | 139.12% |
| Late Fees                       | 15,000         | 6,250         | 9,314          | 3,064         | 49.02%  |
| Total Operations Revenues       | \$ 80,000      | \$ 33,333     | \$ 74,075      | \$ 40,742     | 122.23% |
|                                 |                |               |                |               |         |
| Expenses                        |                |               |                |               |         |
| Personnel Cost                  | \$ 186,572     | \$ 77,738     | \$ 83,362      | \$ (5,624)    | -7.23%  |
| Professional Services           | 105,000        | 43,750        | 1,575          | 42,176        | 96.40%  |
| Other Services and Charges      | 838,700        | 349,458       | 285,917        | 63,541        | 18.18%  |
| Communications                  | 5,700          | 2,375         | 1,563          | 812           | 34.19%  |
| Information Technology          | 8,000          | 3,333         | 40             | 3,293         | 98.80%  |
| Vehicles and Equip. Maintenance | -              | -             | -              | -             |         |
| Supplies                        | 1,000          | 417           | 216            | 201           | 48.13%  |
| Operations and Maintenance      | -              | -             | -              | -             |         |
| Environmental Remediations      | -              | -             | -              | -             |         |
| Equipment Replacement           | -              | -             | -              | -             |         |
| Subtotal Before Allocations     | \$ 1,144,972   | \$ 477,072    | \$ 372,673     | \$ 104,399    | 21.88%  |
| Net Operating Income (Loss)     | \$ (1,064,972) | \$ (443,738)  | \$ (298,598)   | 145,141       | -32.71% |

| Allocation to Cost Centers (per agreement) |                 |              |            |            |            |         |
|--|-----------------|--------------|------------|------------|------------|---------|
|  | Allocation<br>% |              |            |            |            |         |
| Ivy Operations                             | 25%             | \$ 266,243   | \$ 110,935 | \$ 74,649  | \$ 36,285  | -71.96% |
| Ivy Environmental                          | 30%             | 319,492      | 133,122    | 89,579     | 43,542     | -71.96% |
| Ivy Transfer                               | 25%             | 266,243      | 110,935    | 74,649     | 36,285     | -71.96% |
| County Convenience Centers                 | 0%              | -            | -          | -          | -          |         |
| Recycling                                  | 20%             | 212,994      | 88,748     | 59,720     | 29,028     | -71.96% |
| Total Allocation to Cost Centers           | 100%            | \$ 1,064,972 | \$ 443,738 | \$ 298,598 | \$ 145,141 | -71.96% |

**Rivanna Solid Waste Authority**  
**Fiscal Year 2024 - November 2023**  
**Revenue Detail Report**

| Revenue Line Item             | Tonnage           |               |
|-------------------------------|-------------------|---------------|
|                               | Budget<br>FY 2024 | Actual<br>YTD |
| <b>IVY TIPPING FEES</b>       |                   |               |
| Clean Fill Material           | 185,000           | 49,784        |
| Grindable Vegetative Material | 7,000             | 2,933         |
| Tires, Whole                  | 200               | 9             |
| Tires/White Good (per item)   |                   |               |
| <i>Subtotal</i>               | 192,200           | 52,726        |

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

|                             |               |
|-----------------------------|---------------|
| <b>IVY TRANSFER STATION</b> |               |
| Compost Services            | -             |
| MSW Transfer Station        | 46,000 28,700 |
| <i>Subtotal</i>             | 46,000 28,700 |

|                           |  |
|---------------------------|--|
| <b>OTHER REVENUES</b>     |  |
| Service Charge Fees       |  |
| Other Revenues            |  |
| <i>Subtotal</i>           |  |
| <b>TOTAL IVY TRANSFER</b> |  |

|                                   |  |
|-----------------------------------|--|
| <b>COUNTY CONVENIENCE CENTERS</b> |  |
| Material Sales                    |  |
| <i>Subtotal</i>                   |  |

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

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

**Environmental Revenues - Forestry**

|                       |
|-----------------------|
| <b>Total Revenues</b> |
|-----------------------|

|  |  |
|--|--|
| <b>REMEDIATION SUPPORT AND REVENUE</b> |  |
| UVA Contribution                       |  |
| County Contribution                    |  |
| City Contribution                      |  |
| <b>Total Remediation Local Support</b> |  |

| Revenue           |               |               |                      |               |
|-------------------|---------------|---------------|----------------------|---------------|
| Budget<br>FY 2024 | Budget<br>YTD | Actual<br>YTD | Budget<br>vs. Actual | Variance<br>% |
| \$ 875,000        | \$ 364,583    | \$ 261,624    | \$ (102,959)         | -28.24%       |
| 350,000           | 145,833       | 148,718       | 2,885                | 1.98%         |
| 38,000            | 15,833        | 1,696         | (14,137)             | -89.29%       |
| 20,000            | 8,333         | 16,838        | 8,505                | 102.06%       |
| \$ 1,283,000      | \$ 534,583    | \$ 428,876    | \$ (105,707)         | -19.77%       |

|              |            |            |              |         |
|--------------|------------|------------|--------------|---------|
| \$ 10,000    | \$ 4,167   | \$ 3,127   | \$ (1,040)   | -24.95% |
| 35,000       | 14,583     | 14,726     | 143          | 0.98%   |
| 20,000       | 8,333      | 3,918      | (4,415)      | -52.98% |
| 10,000       | 4,167      | 1,700      | (2,467)      | -59.20% |
| -            | -          | -          | -            |         |
| \$ 75,000    | \$ 31,250  | \$ 23,471  | \$ (7,779)   | -24.89% |
| \$ 1,358,000 | \$ 565,833 | \$ 452,347 | \$ (113,486) |         |

|              |              |              |            |        |
|--------------|--------------|--------------|------------|--------|
| \$ -         | \$ -         | \$ -         | \$ -       |        |
| 2,484,000    | 1,035,000    | 1,571,831    | 536,831    | 51.87% |
| \$ 2,484,000 | \$ 1,035,000 | \$ 1,571,831 | \$ 536,831 | 51.87% |

|              |              |              |            |         |
|--------------|--------------|--------------|------------|---------|
| \$ 95,000    | \$ 39,583    | \$ 44,400    | \$ 4,816   | 12.17%  |
| 8,000        | 3,333        | 437          | (2,896)    | -86.89% |
| \$ 103,000   | \$ 42,917    | \$ 44,837    | \$ 1,920   | 4.47%   |
| \$ 2,587,000 | \$ 1,077,917 | \$ 1,616,668 | \$ 538,751 |         |

|           |           |           |             |         |
|-----------|-----------|-----------|-------------|---------|
| \$ 60,000 | \$ 25,000 | \$ 13,063 | \$ (11,937) | -47.75% |
| \$ 60,000 | \$ 25,000 | \$ 13,063 | \$ (11,937) | -47.75% |

|            |            |            |             |         |
|------------|------------|------------|-------------|---------|
| \$ 244,000 | \$ 101,667 | \$ 30,245  | \$ (71,422) | -70.25% |
| 6,000      | 2,500      | 756        | (1,744)     | -69.76% |
| 35,000     | 14,583     | 69,265     | 54,682      | 374.96% |
| \$ 285,000 | \$ 118,750 | \$ 100,266 | \$ (18,484) | -15.57% |

|           |           |           |           |         |
|-----------|-----------|-----------|-----------|---------|
| \$ 4,000  | \$ 1,667  | \$ 3,775  | \$ 2,108  | 126.49% |
| 15,000    | 6,250     | 9,314     | 3,064     | 49.02%  |
| 25,000    | 10,417    | 19,503    | 9,086     | 87.23%  |
| 36,000    | 15,000    | 41,484    | 26,484    | 176.56% |
| \$ 80,000 | \$ 33,333 | \$ 74,075 | \$ 40,742 | 122.23% |

|      |      |      |      |  |
|------|------|------|------|--|
| \$ - | \$ - | \$ - | \$ - |  |
|------|------|------|------|--|

|                     |                     |                     |                   |               |
|---------------------|---------------------|---------------------|-------------------|---------------|
| <b>\$ 4,370,000</b> | <b>\$ 1,820,833</b> | <b>\$ 2,256,419</b> | <b>\$ 435,586</b> | <b>23.92%</b> |
|---------------------|---------------------|---------------------|-------------------|---------------|

|              |              |            |              |         |
|--------------|--------------|------------|--------------|---------|
| \$ 79,982    | \$ 33,326    | \$ 79,982  | \$ 46,656    | 140.00% |
| 2,720,951    | 1,133,730    | 368,736    | (764,994)    | -67.48% |
| 508,364      | 211,818      | 202,948    | (8,870)      | -4.19%  |
| \$ 3,309,297 | \$ 1,378,874 | \$ 651,666 | \$ (727,208) | -52.74% |

**December 1-31, 2023**

Days of

Operation: **25**

| Operation: 25 |           | MSW collected at Transfer Station (tons) |       |             |              |          |           | Non-MSW    |
|---------------|-----------|--|-------|-------------|--------------|----------|-----------|------------|
|               |           | Vehicles                                 | Count | Citizen-Can | Construction | Domestic | MSW Total | Total Tons |
| 12/01/23      | Friday    | 213                                      | 258   | 0.56        | 80.94        | 134.73   | 216.23    | 127.62     |
| 12/02/23      | Saturday  | 232                                      | 321   | 0.73        | 17.10        | 42.84    | 60.67     | 6.71       |
| 12/03/23      | Sunday    |  |       |             |              |          | -         |            |
| 12/04/23      | Monday    | 241                                      | 312   | 1.41        | 65.21        | 265.69   | 332.31    | 258.46     |
| 12/05/23      | Tuesday   | 222                                      | 256   | 0.33        | 83.14        | 128.61   | 212.08    | 199.26     |
| 12/06/23      | Wednesday | 260                                      | 261   | 0.48        | 75.15        | 143.06   | 218.69    | 534.47     |
| 12/07/23      | Thursday  | 244                                      | 271   | 1.37        | 61.21        | 137.74   | 200.32    | 522.57     |
| 12/08/23      | Friday    | 219                                      | 284   | 0.45        | 62.14        | 113.77   | 176.36    | 171.11     |
| 12/09/23      | Saturday  | 209                                      | 317   | 1.03        | 10.63        | 37.46    | 49.12     | 20.65      |
| 12/10/23      | Sunday    |  |       |             |              |          | -         |            |
| 12/11/23      | Monday    | 188                                      | 240   | 1.81        | 89.12        | 246.21   | 337.14    | 68.68      |
| 12/12/23      | Tuesday   | 173                                      | 224   | 0.51        | 62.42        | 92.66    | 155.59    | 238.74     |
| 12/13/23      | Wednesday | 205                                      | 245   | 0.34        | 77.06        | 159.33   | 236.73    | 245.43     |
| 12/14/23      | Thursday  | 210                                      | 239   | 1.07        | 69.67        | 176.30   | 247.04    | 254.68     |
| 12/15/23      | Friday    | 215                                      | 293   | 0.69        | 49.67        | 113.80   | 164.16    | 176.23     |
| 12/16/23      | Saturday  | 215                                      | 294   | 0.83        | 31.17        | 35.04    | 67.04     | 93.50      |
| 12/17/23      | Sunday    |  |       |             |              |          | -         |            |
| 12/18/23      | Monday    | 209                                      | 234   | 1.59        | 76.91        | 227.35   | 305.85    | 149.26     |
| 12/19/23      | Tuesday   | 219                                      | 274   | 0.58        | 87.46        | 111.79   | 199.83    | 305.96     |
| 12/20/23      | Wednesday | 243                                      | 263   | 0.54        | 80.98        | 131.91   | 213.43    | 500.55     |
| 12/21/23      | Thursday  | 275                                      | 298   | 1.28        | 108.87       | 128.41   | 238.56    | 524.81     |
| 12/22/23      | Friday    | 227                                      | 281   | 0.90        | 74.59        | 151.44   | 226.93    | 118.69     |
| 12/23/23      | Saturday  | 170                                      | 263   | 1.08        | 5.11         | 37.96    | 44.15     | 4.44       |
| 12/24/23      | Sunday    |  |       |             |              |          | -         |            |
| 12/25/23      | Monday    |  |       |             |              |          | -         |            |
| 12/26/23      | Tuesday   | 217                                      | 321   | 1.61        | 63.06        | 225.45   | 290.12    | 5.24       |
| 12/27/23      | Wednesday | 158                                      | 166   | 0.64        | 17.55        | 101.13   | 119.32    | 160.84     |
| 12/28/23      | Thursday  | 230                                      | 284   | 1.46        | 70.11        | 131.99   | 203.56    | 111.27     |
| 12/29/23      | Friday    | 244                                      | 323   | 0.51        | 53.34        | 125.03   | 178.88    | 47.98      |
| 12/30/23      | Saturday  | 226                                      | 282   | 0.87        | 23.68        | 52.05    | 76.60     | 7.96       |
| 12/31/23      | Sunday    |  |       |             |              |          | -         |            |
| Total         |           | 5,464                                    | 6,804 | 22.67       | 1,496.29     | 3,251.75 | 4,770.71  | 4,855.11   |
| Average       |           | 219                                      | 272   | 0.91        | 59.85        | 130.07   | 190.83    | 194.20     |
| Median        |           | 219                                      | 274   | 0.83        | 65.21        | 128.61   | 203.56    | 160.84     |
| Maximum       |           | 275                                      | 323   | 1.81        | 108.87       | 265.69   | 337.14    | 534.47     |
| Minimum       |           | 158                                      | 166   | 0.33        | 5.11         | 35.04    | 44.15     | 4.44       |

**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

November 1-30, 2023

Days of

Operation: 25

| Operation: 25 |           | MSW collected at Transfer Station (tons) |       |             |              |          |           | Non-MSW    |
|---------------|-----------|--|-------|-------------|--------------|----------|-----------|------------|
|               |           | Vehicles                                 | Count | Citizen-Can | Construction | Domestic | MSW Total | Total Tons |
| 11/01/23      | Wednesday | 251                                      | 285   | 0.31        | 76.17        | 149.22   | 225.70    | 528.62     |
| 11/02/23      | Thursday  | 112                                      | 133   | 0.57        | 38.72        | 88.89    | 128.18    | 117.08     |
| 11/03/23      | Friday    | 276                                      | 315   | 0.47        | 90.93        | 108.33   | 199.73    | 391.07     |
| 11/04/23      | Saturday  | 226                                      | 248   | 0.74        | 9.85         | 33.81    | 44.40     | 16.07      |
| 11/05/23      | Sunday    |  |       |             |              |          | -         |            |
| 11/06/23      | Monday    | 316                                      | 325   | 1.14        | 73.63        | 243.03   | 317.80    | 678.13     |
| 11/07/23      | Tuesday   | 278                                      | 342   | 0.47        | 96.85        | 128.39   | 225.71    | 100.72     |
| 11/08/23      | Wednesday | 309                                      | 330   | 0.32        | 69.28        | 141.19   | 210.79    | 1,031.89   |
| 11/09/23      | Thursday  | 328                                      | 379   | 0.92        | 54.12        | 184.84   | 239.88    | 1,260.33   |
| 11/10/23      | Friday    | 273                                      | 293   | 0.51        | 67.57        | 140.15   | 208.23    | 821.16     |
| 11/11/23      | Saturday  | 206                                      | 288   | 0.65        | 11.77        | 42.82    | 55.24     | 48.64      |
| 11/12/23      | Sunday    |  |       |             |              |          | -         |            |
| 11/13/23      | Monday    | 265                                      | 295   | 1.02        | 116.75       | 234.26   | 352.03    | 267.32     |
| 11/14/23      | Tuesday   | 307                                      | 341   | 0.47        | 94.43        | 121.96   | 216.86    | 905.63     |
| 11/15/23      | Wednesday | 274                                      | 326   | 0.40        | 103.03       | 180.66   | 284.09    | 282.64     |
| 11/16/23      | Thursday  | 304                                      | 330   | 1.46        | 105.20       | 125.68   | 232.34    | 998.53     |
| 11/17/23      | Friday    | 281                                      | 314   | 0.63        | 82.26        | 143.78   | 226.67    | 511.47     |
| 11/18/23      | Saturday  | 275                                      | 353   | 0.77        | 18.16        | 55.38    | 74.31     | 18.23      |
| 11/19/23      | Sunday    |  |       |             |              |          | -         |            |
| 11/20/23      | Monday    | 385                                      | 399   | 1.32        | 98.33        | 230.43   | 330.08    | 611.40     |
| 11/21/23      | Tuesday   | 146                                      | 165   | 0.40        | 46.08        | 130.90   | 177.38    | 57.70      |
| 11/22/23      | Wednesday | 243                                      | 373   | 1.56        | 60.03        | 199.57   | 261.16    | 42.48      |
| 11/23/23      | Thursday  |  |       |             |              |          | -         |            |
| 11/24/23      | Friday    | 197                                      | 289   | 1.04        | 12.05        | 251.09   | 264.18    | 30.59      |
| 11/25/23      | Saturday  | 180                                      | 218   | 0.60        | 12.35        | 50.87    | 63.82     | 5.28       |
| 11/26/23      | Sunday    |  |       |             |              |          | -         |            |
| 11/27/23      | Monday    | 264                                      | 351   | 1.83        | 56.27        | 275.10   | 333.20    | 125.64     |
| 11/28/23      | Tuesday   | 232                                      | 289   | 0.54        | 88.15        | 141.09   | 229.78    | 437.07     |
| 11/29/23      | Wednesday | 239                                      | 279   | 0.54        | 72.35        | 178.65   | 251.54    | 486.82     |
| 11/30/23      | Thursday  | 242                                      | 284   | 1.17        | 84.78        | 176.75   | 262.70    | 223.82     |
| Total         |           | 6,409                                    | 7,544 | 19.85       | 1,639.11     | 3,756.84 | 5,415.80  | 9,998.33   |
| Average       |           | 256                                      | 302   | 0.79        | 65.56        | 150.27   | 216.63    | 399.93     |
| Median        |           | 265                                      | 314   | 0.63        | 72.35        | 141.19   | 226.67    | 282.64     |
| Maximum       |           | 385                                      | 399   | 1.83        | 116.75       | 275.10   | 352.03    | 1,260.33   |
| Minimum       |           | 112                                      | 133   | 0.31        | 9.85         | 33.81    | 44.40     | 5.28       |

#### 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

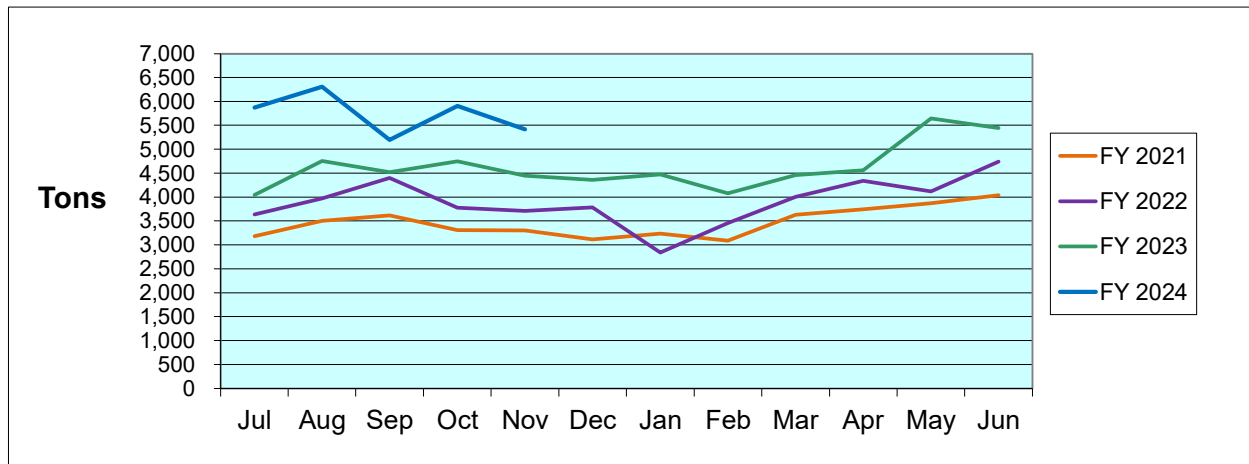
**MSW:** Materials processed/handled at the Transfer Station

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

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



Rivanna Solid Waste Authority  
Ivy MSW Transfer Tonnages  
FY 2021 - 2024





## 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: JANUARY 23, 2024**

### **Ivy Material Utilization Center (IMUC) : DEQ Permit 132: 450 tons/day MSW limit**

#### **October 2023**

- **6,488 vehicles crossed the scales**
- The IMUC transfer station operated for 26 days and received a total of 5,905 tons of municipal solid waste (MSW), an average of 227 tons per day of operation. The monthly transfer station tonnage figures are attached to this report.
- 8,001 tons of non-MSW materials were received
- 13,906 tons were received as a combined total tonnage (MSW + non-MSW)

#### **November 2023**

- **6,409 vehicles crossed the scales**
- The IMUC transfer station operated for 25 days and received a total of 5,415 tons of municipal solid waste (MSW), an average of 216 tons per day of operation. The monthly transfer station tonnage figures are attached to this report.
- 9,998 tons of non-MSW materials were received
- 15,414 tons were received as a combined total tonnage (MSW + non-MSW)

#### **December 2023**

- **5,464 vehicles crossed the scales**

- The IMUC transfer station operated for 25 days and received a total of 4,770 tons of municipal solid waste (MSW), an average of 190 tons per day of operation. The monthly transfer station tonnage figures are attached to this report.
- 4,855 tons of non-MSW materials were received
- 9,625 tons were received as a combined total tonnage (MSW + non-MSW)

### **Fall HHW and Bulky Waste Totals:**

#### **Saturday, October 14, 2023: *Tires***

A total of 140 vehicles participated, including 121 from the County and 19 from the City. 14.93 tons from the City and 91.75 tons from the County. Total tonnage of tires was 106.68.

### **Outreach and Communications**

Solid Waste staff have completed the following Outreach and Communication activities since the last Board Report:

- November 2023 – Recycling presentation to Northrup Grumman’s Green Team

In late December, staff was approached by a current UVA Darden School MBA candidate that founded an app to increase composting participation in our community. Jon Cristinziano developed “SimplyScrapps” which allows composting participants to earn rewards at a growing list of area businesses including Grit Coffee, Mudhouse, and Selvedge Beverage.

**SimplyScrapps**

**Earn rewards from partner businesses for composting your food scraps**

**Our Partners**

MUDHOUSE COFFEE ROASTERS

Grit Coffee

SELVEDGE BREWING ... and more!

**SimplyScrapps App Interface:**

- LIFETIME SAVINGS: 11.45 lb CO2e
- EQUIVALENTS:
  - 14.93 automobile miles
  - 0.21 airplane miles
  - 11.99 kWh electricity
  - 25.97 plastic grocery bags
  - 47.12 disposable coffee cups

**Get our free app!**

Download on the App Store | GET IT ON Google Play

Learn more at [simplyscrapps.com](https://simplyscrapps.com)

Our Compostable Food Waste collection locations at the McIntire Recycling Center and Ivy Convenience Center will host signage to help customers participate in this program. Participation in this program is at no cost to RSWA.



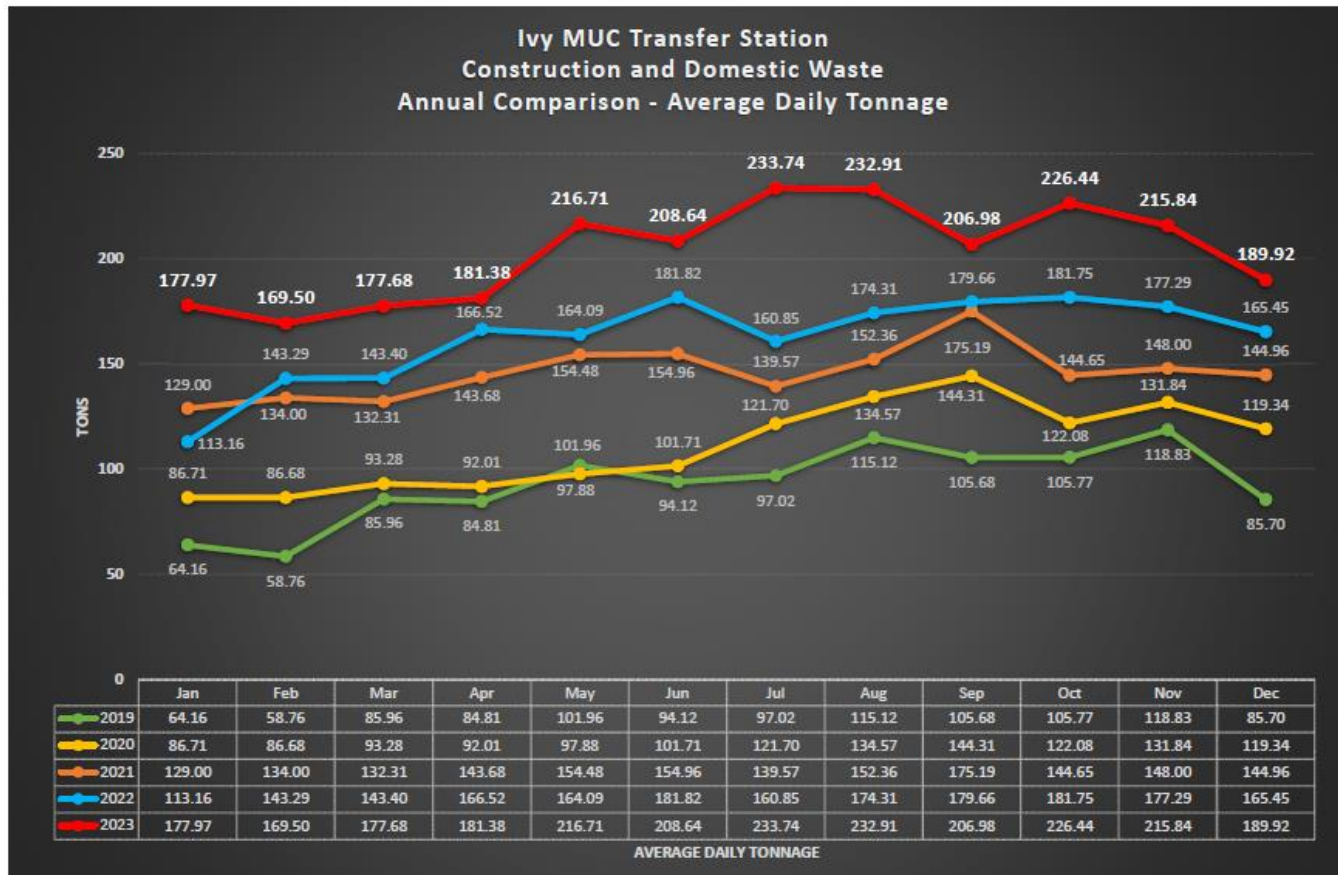
RSWA received a \$7,500 Competitive Litter Grant from the Virginia Department of Environmental Quality. The purpose of this grant was to buy educational outreach materials for early school aged children related to recycling. These funds were used to buy an activity bag, colored pencils, crayons, ruler, eraser, and a recycling activity book as shown below.



These Recycling Outreach kits will be distributed to 1<sup>st</sup> to 3<sup>rd</sup> grade aged children as part of various outreach events and tours.

## Transfer Station Update

We are generally receiving about 25% more waste each day than last year. Our average daily tonnages are generally following seasonal trends, as shown in the following figure.







## MEMORANDUM

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

**FROM: BETSY NEMETH, DIRECTOR OF ADMINISTRATION AND COMMUNICATIONS**

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

**SUBJECT: ADMINISTRATION AND COMMUNICATIONS REPORT FOR JANUARY 2024**

**DATE: JANUARY 23, 2024**

### **Safety**

I am pleased to announce that we have a new Safety Manager, George Cheape. George has worked with the Rivanna Water and Sewer Authority as an Engineering/Construction Inspector since 2018. George holds a class 2 Wastewater Operator license, a Class 2 Water Operator license, and he is a master electrician and plumber. Before he joined us as an employee, he was an instructor who we used for some of our safety training.

### **Human Resources**

I am pleased to announce that we have a new Human Resources Manager, Leah Beard. Leah has most recently worked for the University of Virginia Credit Union as a Human Resources Generalist. Prior to that, she was the Assistant Director for Diversity Programs at the University of Virginia School of Medicine. Leah is a Society of Human Resources Management certified professional. She has a bachelor's degree in education and art history from Longwood University and a Master of Public Administration degree from Old Dominion University.

We held our annual Employee Holiday Luncheon on Thursday, December 14, 2023.

Annual turnover for the Rivanna Solid Waste Authority, for the fiscal year beginning on July 1, 2023, is 18.9% through December.

### **Community Outreach**

Beginning in March, we will have public service announcements on 91.9 FM – WNRN radio. We will be highlighting our special collection days and events, educating listeners about recycling, and letting them know where our Convenience Centers are located.



## MEMORANDUM

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

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

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

**SUBJECT:** APPROVAL OF CONTRACT FOR REPAIR AND REPAVING  
ASBESTOS DISPOSAL AREA - S.L. WILLIAMSON CO.

**DATE:** JANUARY 23, 2024

This request is to authorize execution of a lump sum contract with S.L. Williamson Company, Inc. to provide asphalt repair and repaving services at the Asbestos Disposal Area of the Ivy Material Utilization Center (IMUC). The work from March through July 2024. The purchase order to S.L. Williamson Company, Inc. has a value of \$247,285.65.

### Background

As shown below, the Asbestos Disposal Area is a 2.14 acre disposal area operated from 1982 to 1997 to securely dispose of asbestos and asbestos containing materials. The Asbestos Disposal Area was closed in 1997 with a cap system consisting of 36 inches of soil cover, a woven geotextile membrane, a VDOT stone base, and then an asphalt pavement surface. This asphalt pavement surface has been used for 27 years as a parking area for waste trailers; composting operations; host site for household hazardous and electronic waste; appliances, furniture, and tire special collections as well as a variety of other uses. The surface of the pavement has started to pothole and crack and requires rehabilitation.

Repair of the asphalt surface will be completed by milling out the potholed areas and refilling them with asphalt pavement. A fiberglass-based pavement fabric will then be installed over the existing and repaired pavement surface. This pavement fabric material will provide structural support and cohesion so that the degraded existing pavement failures do not reflect upward through the new asphalt pavement overlay which will be installed as a top surface. The pavement fabric will achieve or exceed the performance of an additional 3 to 4 inches of asphalt pavement and provide an extended service life at a lower cost. The work will be completed with a 2" asphalt surface course. S.L. Williamson Company's proposal was utilized through a cooperative paving contract with the City of Charlottesville.



**Board Action Requested:**

Authorize the Executive Director to execute a contract with S.L. Williamson Company, Inc. to repair and repave the Asbestos Disposal Area at the IMUC for a lump sum cost of \$247,285.65.





## MEMORANDUM

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

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

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

**SUBJECT: EXPANSION OF THE LARGE CLEAN FILL PROGRAM**

**DATE: JANUARY 23, 2024**

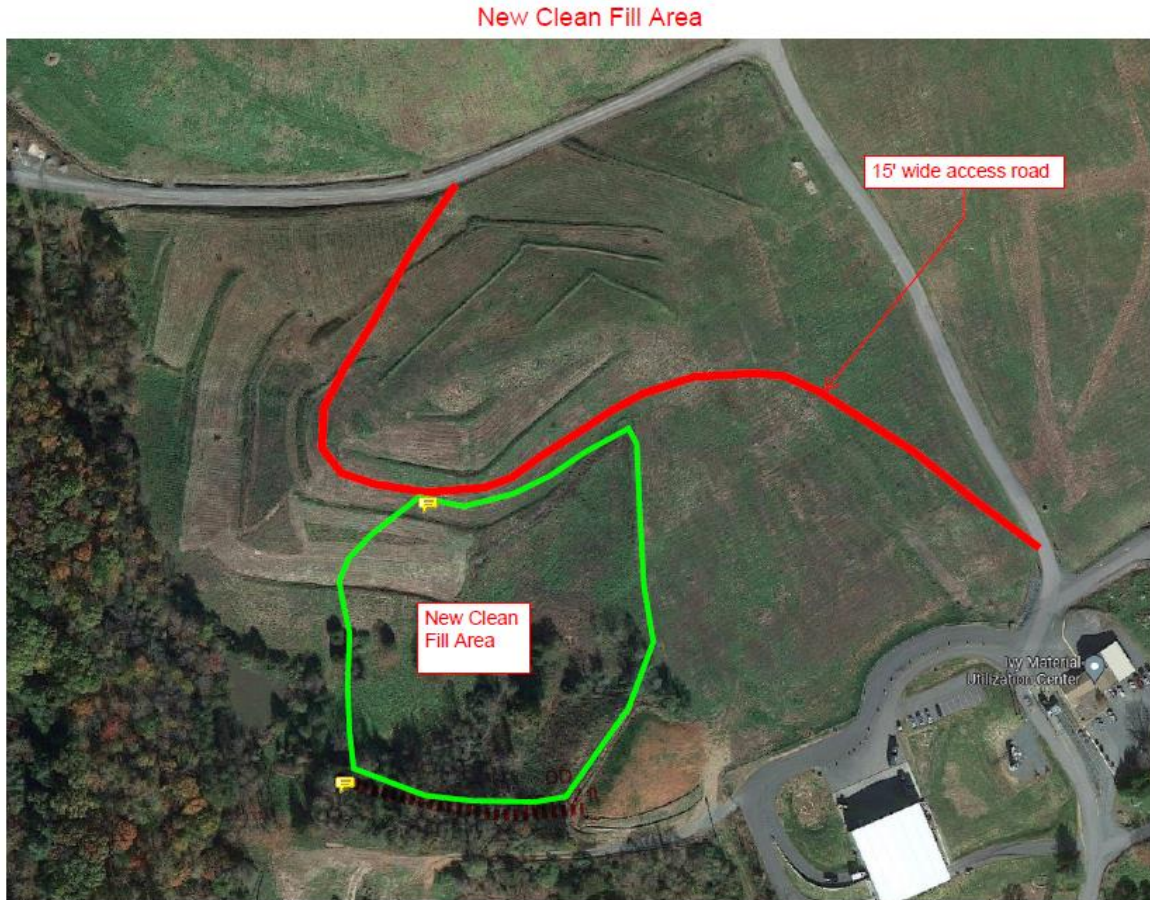
This request is for authorization to proceed with expansion of the Large Clean Fill Program at the IMUC, including design and construction of additional access roads. This program has been a success since it began in 2022, providing a location for the managed disposal of about 290,000 tons of clean material while generating about \$894,000 in revenue for the Authority. We have identified two additional areas at the IMUC to dispose of about 1 million tons of clean fill with the potential to generate \$3.5 M in revenue over 10 years. Design and construction of gravel roadways must be completed to provide access to the additional sites. Estimated costs for engineering services is about \$80,000, with construction costs estimated to be about \$200,000.

### Background

In January 2022, the Board of Directors authorized the Executive Director to develop a Large Clean Fill Program and associated tipping fee. The tipping fee of \$3.50 per ton was established in our Schedule of Fees in March of 2022. The Large Clean Fill program was established with Faulconer Construction Company as its first participant on February 18, 2022. The initial area defined to receive this clean fill material was the undeveloped Cell 4 area located in the northwest corner of the Ivy MUC site. This site was projected to be capable of receiving more than 291,000 tons of clean fill material. As of January 1, 2024, this area had received almost 259,000 tons of clean fill material (at a revenue of \$894,031.00). This means that there is less than one year of capacity left in current area.

### Roadway Construction Plan

Staff would like to continue to support this program, but to access future clean fill disposal areas will require construction of two haul roads at the facility. The first new disposal site is located to the west of the Transfer Station in an area that has been a historical site for clean fill disposal as shown below.



In this figure, the green line roughly outlines the area of the expanded clean fill disposal area with an estimated capacity of 240,000 tons (or \$840,000.00 of revenue). To access this area and not cause unacceptable traffic at the transfer station, a separate access road will need to be constructed as shown on the red line.

Based on current estimates, Faulconer projects that this material would provide adequate clean fill disposal capacity for their expected projects for approximately 1.5 to 2 years. This does not account for other contractors that may participate in our Large Clean Fill Program during that time. For this reason, staff are planning ahead for additional clean fill disposal capacity.

The second clean fill disposal site will consist of a “piggyback” disposal area which fills in the valley between Cell 2 Unlined, Cell 1 Unlined, Cell 1 Lined, Cell 2 Lined, and Cell 3 Unlined as shown in the following figure. This area would be built upon (or “piggyback” upon) the adjacent landfill cells without disturbing the existing landfill caps. Where needed landfill gas and leachate collection system components would need to be replaced or extended though this is expected to be minimal as landfill gas and leachate production at Ivy has diminished significantly in the last decade and is expected to further decline over the next several years.





Earlier conversations with VA DEQ staff at the site have indicated that they would approve this effort and would not require permitting of the operation. Albemarle County has already approved clean fill disposal at the Ivy MUC through an approved Site Plan. This site will have a capacity of approximately 750,000 tons of clean fill material for an estimated revenue of \$2,625,000. Based solely on projected workloads by Faulconer Construction Company, this piggyback area would provide clean fill disposal for the next 7 to 10 years. This does not include demands that may occur from other contractors who participate in the Large Clean Fill Program.

To access this area, a roadway needs to be constructed along the eastern boundary of Cell 2 Unlined as shown below.



### New Landfill Access Road



This access road will allow two-way traffic to the north side of the Ivy MUC and access to the Leachate Storage Pond, existing clean fill areas, and the soon-to-be constructed Baling Facility.

#### Next Steps

If the Board decides to proceed with this program, staff will procure the services of a civil engineer to design the roadways and develop the associated construction bid package. Construction of the roadways will be competitively procured. These procurements will be brought to the Board at a future date for approval.

Staff wishes to proceed with securing roadway design services during Fiscal Year 2024 and would expect to procure construction services as part of FY 2025. Funding for these services will be provided by the County.

Board Action Requested

Authorize the Executive Director to proceed with procurement of professional engineering services to design two roadways to access additional Large Clean Fill sites.





# Large Clean Fill Program Expansion

Presented to RSWA Board of Directors by Phillip McKalips – Director of Solid Waste

January 23, 2024





# Large Clean Fill Disposal Area



# Large Clean Fill Program, Feb 2022




- Current area has
  - received about 260,000 tons of clean fill and generated about \$894,000 in revenue.
  - about 30,000 tons remaining, expected to reach capacity during CY 2024
- 2 potential areas for expansion have been identified.
  - first is near the Transfer Station
  - second is a “piggyback” area that fills in between the existing waste disposal cells.
- Accessing both areas will require new access roads.

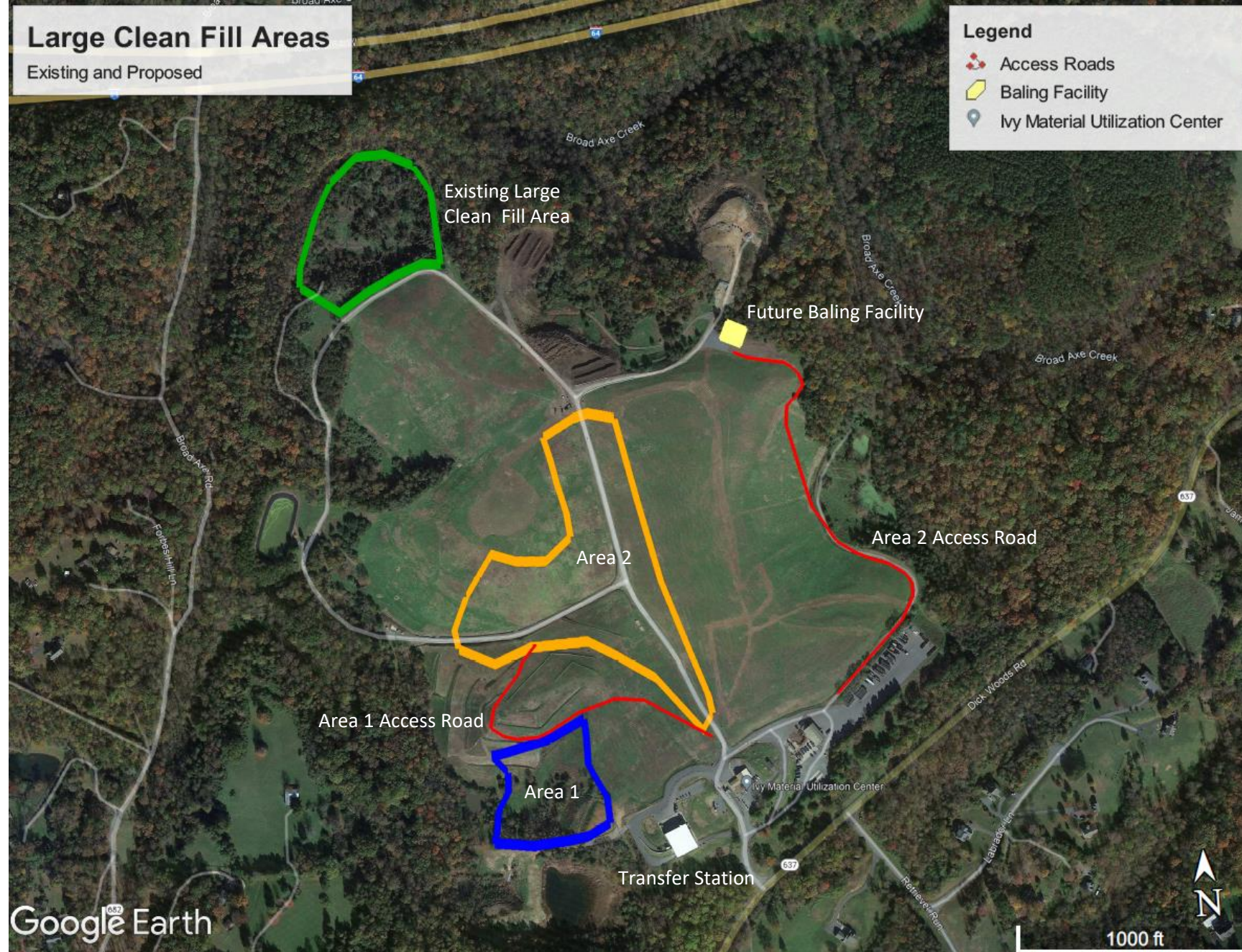


# Large Clean Fill Areas

Existing and Proposed

## Legend

-  Access Roads
-  Baling Facility
-  Ivy Material Utilization Center

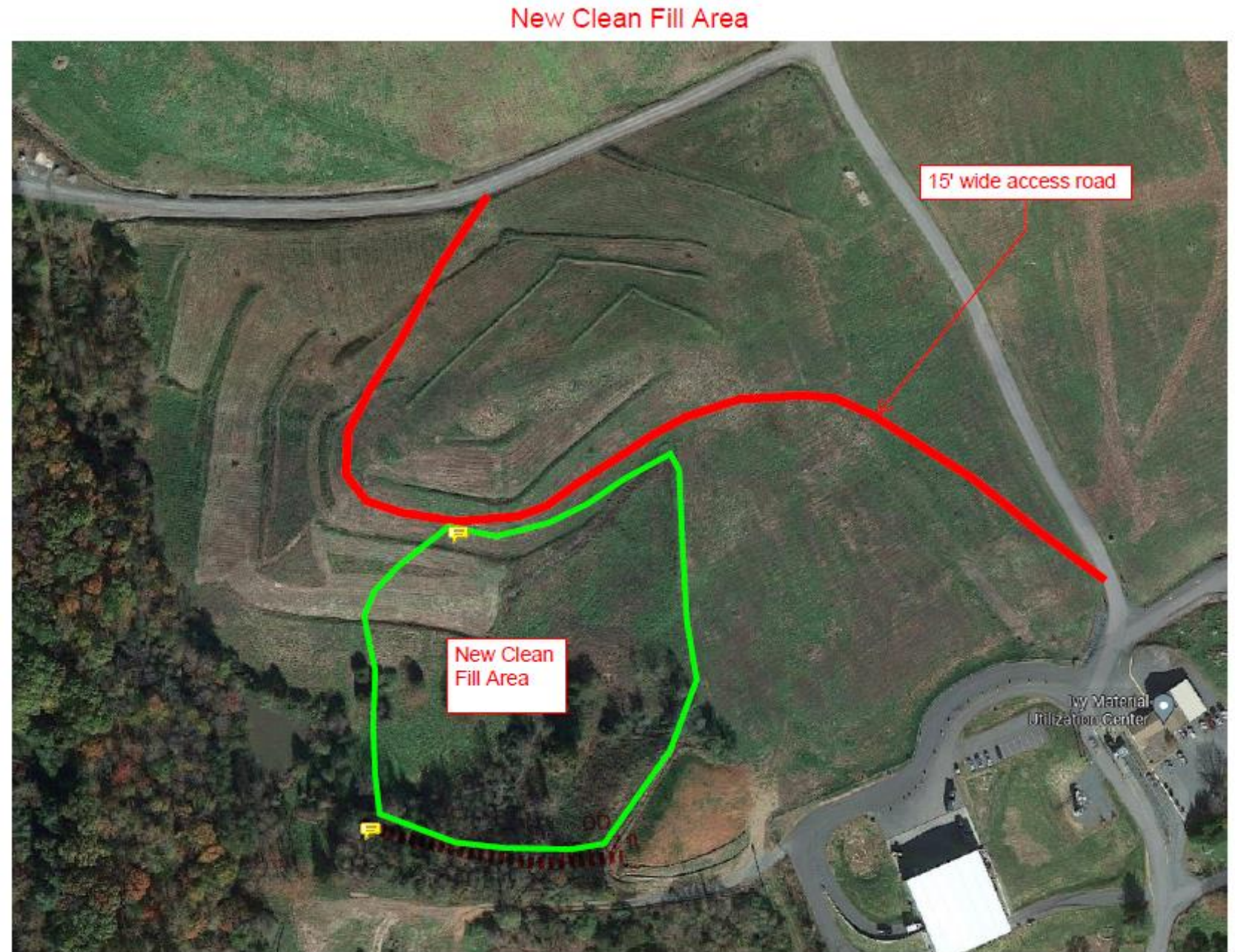


# Area 1

- located near the Transfer Station in an existing clean fill disposal area.
- would provide about 240,000 tons of new disposal capacity lasting 1- 2 years, about \$840,000 in revenue,
- A new access road is needed to avoid conflicts with traffic at the Transfer Station.



**Area 1:** New Clean Fill area in Green; new haul road in red (Transfer Station shown at bottom of image)



# Area 2 – “Piggyback” Area

- This area consist of the valleys between the existing disposal cells. Because it would be built upon the slopes of the existing cells, it is often called “piggyback” disposal area.
- This area would provide about 750,000 tons of disposal capacity lasting 7 to 10 years, generating about \$2.6 M in revenue.
- An access road is needed, which will also serve the existing leachate pond and new Baling Facility.



Estimated limits  
of “Piggyback”  
Clean Fill  
Disposal Area  
highlighted in  
red.





Red line shows new access road  
needed to pursue development  
of “Piggyback” Clean Fill  
Disposal Area

New Landfill Access Road



# Next Steps

- Staff is requesting approval to:
  - proceed with expansion of the Large Clean Fill Program.
  - design the roadways and prepare construction bid package in FY 2024 (estimated cost \$100,000).
  - After soliciting competitive bids, construct access roads in FY 2025 (estimated cost \$500,00).

*Note: In accordance with the “Ivy Material Utilization Center Programs Agreement” (2011), costs and revenues would be supported by the County.*





# Questions?

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Action to be Considered by the Board:

Authorize the Executive Director to proceed with procurement of professional engineering services to design two roadways to access additional Large Clean Fill disposal sites.



# Employee Healthcare and Retirement Benefits Overview



Betsy Nemeth

Director of Administration and Communications

Board of Directors Meeting

January 23, 2024

# Insurance/Benefits Broker - OneDigital

- OneDigital, from Charlottesville, works with the Rivanna Authorities to develop healthcare solutions for our employees. Services includes procuring our medical, dental, and vision insurance, and contracting with administrators for our Flexible Spending, Health Reimbursement, and COBRA programs.
- OneDigital aids in the issuance of RFP's for health insurance and the negotiation for rates paid by the Rivanna Authorities.

# Healthcare



## **Medical Insurance – Anthem**

- Two Plans – HealthKeepers Health Savings Account (HSA) Plan with a high deductible(\$3000/\$6000) and a HealthKeepers Point of Service (POS) plan with a lower deductible(\$1000/\$2000).
- Health Savings Accounts are provided for employees in the HSA Plan with contributions from Rivanna based on type of coverage.
- Health Reimbursement Arrangement are provided for “Employee Only” participants in the Healthkeepers HSA Plan. Flexible Spending Accounts are available for participants in the HealthKeepers POS plan.
- RWSA will contribute about \$1.4 M and RSWA about \$0.3 M for employee health insurance in FY 2024.

# Dental and Vision Insurance



- Dental and Vision Insurance coverage through Ameritas.
- Cost to employees for dental coverage is dependent on who they choose to include in their coverage (i.e. family, spouse).
- Vision is provided to all employees at no cost.

## Rivanna Authorities' Monthly Medical Insurance Costs

| <b>Anthem Medical HK-POS</b> | <b>Employee</b> | <b>Rivanna</b> | <b>Total</b> |
|------------------------------|-----------------|----------------|--------------|
| Employee Only                | \$35.00         | \$685.64       | \$720.64     |
| Employee + Child             | \$111.00        | \$873.40       | \$984.40     |
| Employee + Children          | \$327.00        | \$1,138.07     | \$1465.07    |
| Employee + Spouse            | \$373.00        | \$1,241.23     | \$1,614.23   |
| Employee + Family            | \$454.00        | \$1769.18      | \$2,223.18   |

| <b>Anthem Medical HK-HSA</b> | <b>Employee</b> | <b>Rivanna</b> | <b>Total</b> |
|------------------------------|-----------------|----------------|--------------|
| Employee Only                | \$5.00          | \$601.37       | \$606.37     |
| Employee + Child             | \$70.00         | \$758.30       | \$828.30     |
| Employee + Children          | \$265.00        | \$967.76       | \$1,232.76   |
| Employee + Spouse            | \$305.00        | \$1,053.27     | \$1,358.27   |
| Employee + Family            | \$360.00        | \$1,510.65     | \$1,870.65   |

## Other Local Government Monthly Medical Insurance Costs for Employees

|                                | Employee Only | Employee + Spouse | Employee + Child | Employee + Children | Employee + Family |
|--------------------------------|---------------|-------------------|------------------|---------------------|-------------------|
| <b>Albemarle County</b>        |               |                   |                  |                     |                   |
| Albemarle Select Plan (PPO)    | \$92.00       | \$247.00          | \$136.00         | \$260.00            | \$346.00          |
| Albemarle Choice Plan (HDHP)   | \$20.00       | \$140.00          | \$56.00          | \$140.00            | \$188.00          |
| <b>City of Charlottesville</b> |               |                   |                  |                     |                   |
| POS 1                          | \$72.56       | \$474.72          | \$308.14         | \$412.02            | \$604.30          |
| POS 2                          | \$26.04       | \$394.40          | \$238.04         | \$317.58            | \$508.12          |
| HMO                            | \$0.00        | \$189.88          | \$80.60          | \$106.72            | \$277.48          |
| <b>Rivanna Authorities</b>     |               |                   |                  |                     |                   |
| Anthem HK - POS                | \$35.00       | \$373.00          | \$111.00         | \$327.00            | \$454.00          |
| Anthem HK - HSA                | \$5.00        | \$305.00          | \$70.00          | \$265.00            | \$360.00          |

# Retirement Benefit



- Participation in the Va Retirement System (VRS) is required for all employees, with a mandatory contribution of 5% of their “credible” compensation.
- RWSA contributes 8.39% for each employee, and RSWA contributes 4.86% for each employee.
- Employer contribution rates are determined by VRS every 2 years. Ours is expected to change in July 2024.
- VRS also provides life insurance equal to two times an employee’s annual salary, which is funded by the Rivanna Authorities.



# VRS Plan 1



- VRS membership began before July 1, 2010, and the employee had at least 5 years of service prior to January 1, 2013.
- 30% of our employees participate in Plan 1.
- Defined benefit plan (pension).
- Pension is based on years of service, average of the employee's highest 36 consecutive months of compensation and a retirement multiplier of 1.7%. *(With 30 years of service, retirement pension =  $30 \times 0.017 = 51\%$  of salary)*



## VRS Plan 2



- VRS membership from July 1, 2010 to December 31, 2013 or hired before July 1, 2010 and does not have 5 years of service as of January 1, 2013.
- 6% of our employees participate in Plan 2.
- Defined benefit plan (pension).
- Pension is based on years of service, average of the employee's highest 60 consecutive months of compensation and a retirement multiplier of 1.65%. *(With 30 years of service, retirement pension =  $30 \times 0.0165 = 49.5\%$  of salary)*

# VRS Hybrid Plan



- VRS membership date on or after January 1, 2014.
- 64% of the employees of the Rivanna Authorities are Hybrid Plan members.
- Defined benefit plan (pension) AND defined contribution plan (401a).
- Pension is based on years of service, average of the employee's highest 60 consecutive months of compensation and a retirement multiplier of 1%.  
*(With 30 years of service, retirement pension =  $30 \times 0.01 = 30\%$  of salary)*
- Eligible to save an additional 4% in a Hybrid 457 retirement account and the Rivanna Authorities match up to an additional 2.5%.
- Hybrid Plan members also receive employer paid short-term and long-term disability insurance.

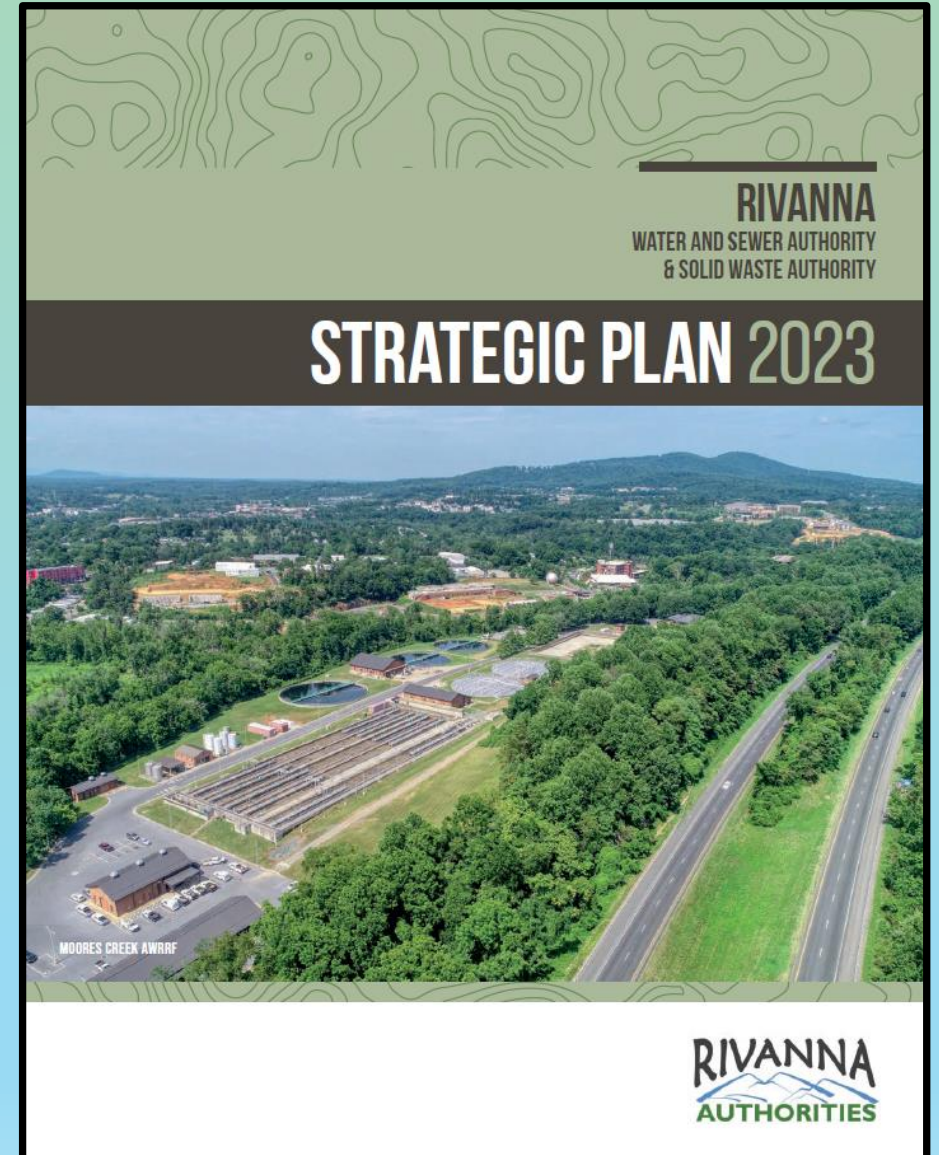


# Questions?

Thank you

# **Rivanna Authorities Strategic Plan Update**

**Presented to the RSWA and RWSA Boards of Directors  
By Betsy Nemeth, Director of Administration &  
Communications  
January 23, 2024**



# STRATEGIC FRAMEWORK

## Vision

To serve the community as a recognized leader in environmental stewardship by providing exceptional water and solid waste services.

## Mission

Our knowledgeable and professional team serves the Charlottesville, Albemarle, and UVA community by providing high-quality water and wastewater treatment, refuse, and recycling services in a financially responsible and sustainable manner.

# STRATEGIC FRAMEWORK

## Values

**Integrity** – We are open and transparent, lead by example, and are committed to ethical behavior.

**Teamwork** – We work collaboratively to help each other succeed and serve the community.

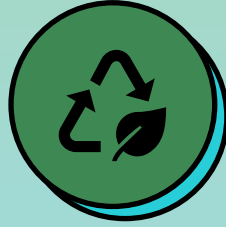
**Respect** – We treat our fellow employees, customers, business partners, and stakeholders with dignity and respect by embracing their diverse backgrounds and experiences.

**Quality** – We deliver exceptional services and products, serve our community responsibly, and safeguard natural resources.

# PRIORITIES



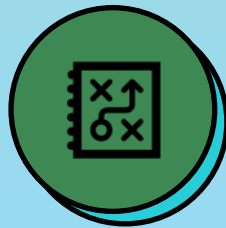
Communication and Collaboration



Environmental Stewardship



Workforce Development



Optimization and Resiliency



Planning and Infrastructure



# COMMUNICATION AND COLLABORATION

To elevate awareness of the Authorities' impact and value through proactive communication, effective partnerships, and community involvement.



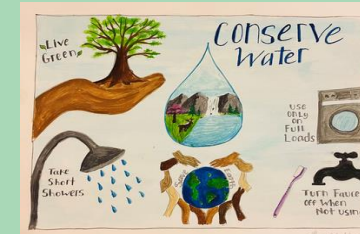
## Volunteer Time Off

Charlottesville Toy Lift



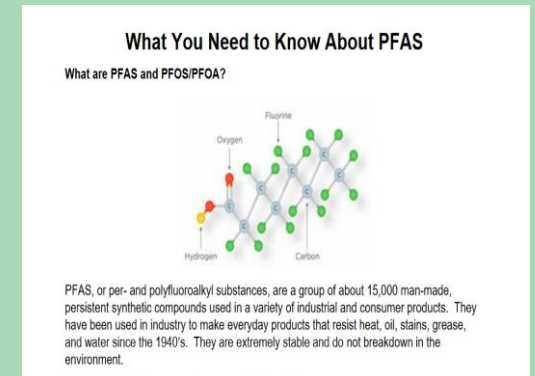
## Education

Tours of our facilities



## Community Awareness

Imagine A Day Without Water  
Winners Announced



## Communications

Webpage Additions about PFAS

# ENVIRONMENTAL STEWARDSHIP

To demonstrate and promote best practices in sustainability, resources conservation, and environmental education.



## "No Mow" Initiative

Success of diversity of wildlife. Expanding program to include seeding of wildflowers.



## Community Partnerships

Continued engagement with numerous groups.



## Environmental Engagement

Met goal of increasing engagement hours. Planning for Environmental Education Center.



## Resource Conservation

Value Engineering to include Resource Conservation: solar panels, etc.



# WORKFORCE DEVELOPMENT

To attract, develop, and retain a professional, highly skilled, engaged, and diverse team.



**Learning Management System**  
On demand Employee Training



**Leadership Development Program**  
Succession Planning through  
Employee Development



**Professional Development**  
Mechanic Training &  
Apprenticeships



**Staffing Master Plan**  
Updated 5 Year Plan

# OPTIMIZATION AND RESILIENCY

To empower a culture of innovative and collaborative thinking that advances efficient operational processes, technology modernization, and risk mitigation.



**Moore's Creek AWRRF Sodium Hydroxide Dosing Monitoring with SCADA - Chemical Cost Savings**

\$70,000 in 84 days



**Water Department Zeta Meter to Optimize Alum Use – Chemical Cost Savings**

\$26,000 in 2023



**Safety Optimization**

Making Lock Out/Tag Out documents more accessible to our team in Cityworks.



**Moore's Creek VPDES Permit Modification**

Eliminated weekend work in the Lab saving overtime pay \$18,600 annually



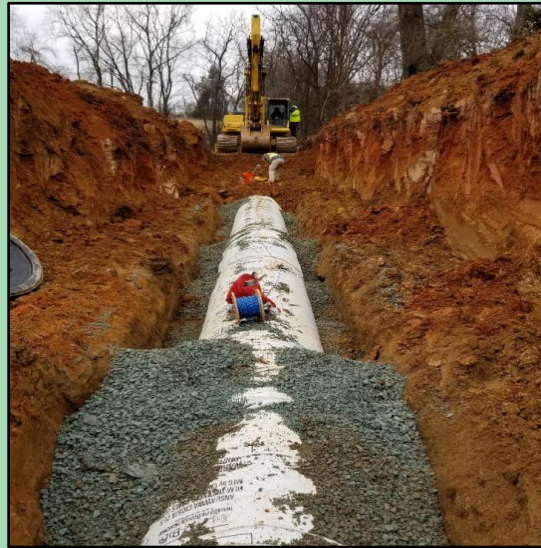
# PLANNING AND INFRASTRUCTURE

To address evolving needs by planning, delivering, and maintaining dependable infrastructure and facilities in a financially responsible manner.



## Asset Management

Cityworks 100% up and running – all work order requests are now completed in Cityworks.



## Reduce Critical Infrastructure Disruptions

Preliminary Assessments Complete



## Knowledge Sharing

Dam Safety Training, Documents in Doclink for easy access



## Knowledge Acquisition

Baseline set for average training hours over a 6-month period – 500 total training hours



Providing high-quality water, wastewater, refuse and recycling services to the Charlottesville, Albemarle, and UVA community.

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

# QUESTIONS?