

RWSA BOARD OF DIRECTORS
Minutes of Regular Meeting
February 24, 2003

A regular meeting of the Rivanna Water and Sewer Authority (RWSA) Board of Directors was held on Monday, February 24, 2003, at 2:01 p.m., in the Conference Room, Administration Building,
200 Franklin Street, Charlottesville, Virginia.

Board members present: Mr. William Brent, Mr. Michael Gaffney – Presiding, Mrs. Judith Mueller, Mr. Gary O’Connell and Mr. Robert Tucker.

Authority staff present: Mr. Lawrence Tropea, Mr. Lonnie Wood, Ms. Anne Bedarf, Mr. Richard Defibaugh, Mr. Norman Wescoat, Mrs. Randi Wescoat, Mr. Stephen Bowler, Mr. Steven Miller, and Mrs. Mary Knowles.

Also present: Mr. Kurt Krueger - RWSA Attorney, Dr. Richard Collins – past Chairman of the RWSA Board of Directors, members of the public and media representatives.

1.0 Call To Order

The regular meeting of the RWSA Board of Directors was called to order by Mr. Michael Gaffney on Monday, February 24, 2003 at 2:01 p.m., and a quorum was present.

Mr. Gaffney personally welcomed the Board and members of the public in attendance at today’s meeting and stated that he looked forward to working cooperatively with them in his role as Chairman of the RWSA Board of Directors. He commended the past Chairman, Dr. Richard Collins, and the Rivanna Board, on the completion of the community water supply plan and stated that this was a monumental effort which will greatly help our community in the future. Mr. Gaffney added that the implementation of the community water supply plan was his first priority. He further stated that his second goal was to assist in increasing the community’s understanding of our water system and to assist citizens, businesses and organizations in developing good water conservation practices.

Mr. Gaffney then asked Dr. Richard Collins, who was in attendance at today’s meeting, to come forward and be presented with a plaque in recognition of his outstanding leadership, and community service, as Chairman of the RWSA and RSWA Boards of Directors.

2.0 Minutes Of Previous Board Meeting

Upon a motion by Mr. Tucker, and seconded by Mr. O’Connell, the Board of Directors voted to approve the minutes of the regular Board meeting held on January 27, 2003 with the following correction to page 1, paragraph 1, 2nd line: “December 16, 2002” should be changed to “January 27, 2003.” By a 5 – 0 vote, the minutes were approved as corrected.

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3.0 Executive Director's Report

Mr. Tropea welcomed Mr. Gaffney to the Board and then reported on the following items:

RESERVOIR LEVELS/WATER CONSUMPTION: Mr. Tropea stated that the area groundwater and surface waters have benefited from the recent rain and snowfall and that the reservoirs are full and overflowing.

Mr. Tropea reported that urban water consumption rates are still steadily increasing. He stated that the water demand last week was about 9.23 MGD, which was higher than the rate reported to the Board at the January 27, 2003 Board meeting. He added that the water consumption rate yesterday was at 10.37 MGD. Mr. Tropea commented that RWSA would be monitoring the situation, and he stressed the importance for the community to continue its water conservation efforts.

REGIONAL "WATER SUMMIT": Mr. Tropea stated that he felt the regional "Water Summit" Steering Committee meeting held here on January 29, 2003 was excellent and that there was support for moving forward. He added that the group's discussions benefited from input by the DEQ statewide drought coordinator who was present at the meeting. Mr. Tropea also stated that he thought the "Water Summit" was a positive step in the educational and communications improvement area. He reported that the actual "Water Summit" would probably be held in Charlottesville in early June 2003 when water issues may be more in the forefront of public concerns. He further stated that a smaller work group would be formed to fine-tune the agenda and formulate meeting objectives. He concluded by sharing the view expressed by the attendees that the key to the success of the "Water Summit" centers on the ability to have elected officials attend and participate in the process.

WASTEWATER OPERATIONS: Mr. Tropea stated that due to the recent rainfall and snowmelt, RWSA is currently treating wastewater at an 18 MGD rate at the Moores Creek Wastewater Treatment Plant and that all wastewater basins are currently full.

COMMUNITY WATER SUPPLY PLAN: Mr. Tropea reported that a meeting was held with representatives from the League of Women Voters who encouraged RWSA to hold public meetings to discuss the status and schedule for implementation of the community water supply plan. He stated that he felt the League had very good suggestions, and he proposed holding these informational sessions in conjunction with the public budget meetings that RWSA is proposing to hold in March. Mr. Tropea added that the League also suggested that RWSA conduct community water supply plan update meetings on a quarterly basis to provide regular communications to the public. He commented that he felt this was also good advice.

3.0 Executive Director's Report Cont. February 24, 2003

Mr. Tropea stated that in the Board books there is a new status report on the implementation of the community water supply plan. He further stated that RWSA plans to provide an update to the Board every month and to also put it on the website.

Mr. Tropea stated that RWSA is also considering the establishment of a website address whereby the public could email their questions and receive a response on the status of the various RWSA projects.

Mr. Tropea reported that Mr. Gaffney had requested that RWSA look at the community water supply strategy and create milestones with targeted dates. He stated this information would be provided to the Board and the public in the future.

DIRECTOR OF WATER & WASTEWATER OPERATIONS: Mr. Tropea announced that Mr. Bob Wichser joined the RWSA staff on February 3, 2003 as the new Director of Water & Wastewater Operations. He stated that Mr. Wichser is in the process of completing his Ph.D. and will not be able to attend Board meetings for the next few months. Mr. Tropea added that Mr. Wichser brings a lot of experience and knowledge to this position, and RWSA is excited to have him join the Rivanna team.

Mr. O'Connell suggested that future updates provided to the Board on the community water supply plan include either a cover sheet identifying critical issues or a chart for quick reference to target dates.

4.0 Items From The Public

Mr. John Martin, Free Union, stated that there were three items that he wanted to address, and he made the following statement:

“As a citizen of this community, I would like to express sincere appreciation for the service provided for the past two years by Rich Collins, as Chairman of the Rivanna Water & Sewer Authority Board of Directors. Rich volunteered for this position, and brought with him keen academic intellect, uninhibited imagination and indomitable spirit. During his tenure, albeit quite brief, this community's future water supply was born, and this organization entered a new fruitful era of constructive corporate citizenship and governmental responsiveness. His service was selfless, offered at considerable personal sacrifice, and represented the very best in the human endeavor. Thank you Professor Collins – this is our watershed.”

Mr. Martin then welcomed the new Chairman to the Board.

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Mr. Martin also stated that opening the budget preparation process to the “sunshine,” in his view, was a very constructive, healthy step and would help alleviate a lot of the misunderstanding and perhaps distrust among the business community and the general public. He added that he thought this action was clearly in the best interest of the public.

Mr. Martin commented that on November 12, 2002, the first in a series of four editorials appeared in *The Daily Progress*, which included the phrase about how limiting water supply was being used as a subterranean tool to control growth. He stated that two days later he called in a question to Mrs. Mueller and Mr. Brent, who were appearing on WINA Radio, and inquired if the City and the County’s failure to reach agreement about how the costs of the future water supply would be apportioned would delay implementation of the new water supply plan or would there be a prompt agreement between the City and the County on funding. He added that both Mrs. Mueller and Mr. Brent stated separately to the public on that radio program that an agreement would be prompt between the City and the County. Mr. Martin further stated that since three months have now elapsed, three more editorials were published and there is still no agreement, he would like to ask the same question today that he posed on November 12, 2002: “Is disagreement between the City and the County going to delay implementation of our future water supply plan or is there going to be prompt agreement?” He added that if the answer was that there would be prompt agreement: “When specifically may the community expect that agreement?”

Mr. Gaffney commented that he was unable to answer Mr. Martin’s questions.

Dr. Richard Collins, past Chairman of the RWSA Board of Directors, stated that he wanted to take this opportunity to thank the Board and express his appreciation for the recognition and the plaque. He also stated that he enjoyed and welcomed the opportunity to serve as Chairman. Dr. Collins added that as a citizen, he looked forward to participating in the process as RWSA transitions for the future under new leadership.

Mr. Gaffney thanked the members of the public that provided comments today. He stated that their input was important and that Rivanna needs their assistance to ensure that it provides the best possible services to the community.

5.0 Consent Agenda

Mr. Gaffney asked if there were any items that the Board members would like to pull for questions or further discussion from the Consent Agenda.

- 5a) Staff Report on Finance
- 5b) Staff Report on Operations
- 5c) Staff Report on Ongoing Projects
- 5d) Environmental and Safety Manager’s Report

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5.0 Consent Agenda Cont.

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- 5e) Staff Report on Ragged Mountain Dam Rehabilitation
- 5f) Staff Report on Maintenance Dredging of South Fork Rivanna Reservoir
- 5g) Staff Report on Meadow Creek Interceptor Study
- 5h) Staff Report on the Community Water Supply Plan
- 5i) Staff Report on Regional "Water Summit"

In regards to Item 5a), Staff Report on Finance, Mrs. Mueller requested that future reports list a separate budget for each project including funds spent to date. She also stated that in regards to Items 5f), g), and h), she asked that a better time line and status report be provided to the Board each month. Mrs. Mueller also suggested that projects included in more than one Board report be consolidated into one Agenda item.

In regards to Agenda Item 5e), Staff Report on Ragged Mountain Dam Rehabilitation, Mr. Brent inquired as to how much the safe yield would be increased if the Ragged Mountain lower dam was raised. Mr. Chuck Kent stated that they did not have the figures in terms of safe yield, but that it would restore the amount that was lost when the level was lowered in the upper dam. Mr. Tropea added that RWSA would supply those figures to Mr. Brent.

In regards to Agenda Item 5f), Staff Report on Maintenance Dredging of South Fork Rivanna Reservoir, Mr. Tucker inquired as to the status of the Corps of Engineers' request for RWSA to study hydraulic dredging. Mr. Tropea stated that, as of today, RWSA feels that the removal of the 155,000 cubic yards of sediment could be accomplished for \$1 million by using the hydraulic dredging method. He further stated that the issue of solids handling on the Panorama Farms property would need to be discussed with County staff. Mr. Tropea added that RWSA would be scheduling a meeting with the Corps concerning the Mechums River pump station, at which time the dredging issues would also be discussed. He commented that once these issues were addressed, he anticipated a quick approval from the Corps.

In regards to Agenda Item 5h), Staff Report on the Community Water Supply Plan, Mr. O'Connell inquired as to the determination of future easements. Mr. Tropea responded that the aerial photography has been completed, but RWSA engineers have not yet determined what areas of land would need to be acquired to facilitate the four-foot addition on the dam. He added that RWSA would be examining the issue of future easements and proceeding as suggested by Mr. O'Connell.

Upon a motion by Mr. Tucker, and seconded by Mrs. Mueller, the Board of Directors voted to approve Items 5a), b), c), d), e), f), g), h), and i) of the Consent Agenda. By a vote of 5-0, the Consent Agenda was approved.

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6.0 Other Business

In regards to Item 6a), Presentation of RWSA FY 2004 Budget Proposal, Mr. Gaffney asked Mr. Tropea to provide an overview of the proposed FY 2004 Budget.

Using a PowerPoint presentation (attached), Mr. Tropea looked at water and wastewater facility needs in general, described the goals driving this year's proposed budget, outlined budget objectives and proposed wholesale water and wastewater rates. He also displayed charts which depicted historical water and wastewater revenue generation and historical wholesale rates and the impact of flows on those figures. Mr. Tropea described the process by which RWSA established a more conservative and reasonable flow basis for the proposed budgets to hopefully eliminate the end-of-year shortfalls that had been generated in previous years. He outlined the financial goals of the new budget, which included the establishment of a rate stabilization fund, an increase in depreciation and reserves, and strategic staffing additions. Mr. Tropea stated that key projects included in the proposed FY 2004 Budget are the community water supply plan and other capital projects, \$200,000 in capital improvements and about \$1.5 million in required maintenance. He then gave an analysis on the RWSA debt situation, the proposed urban water and wastewater rates, and bond issue financing options and timetable. He stated that RWSA is requesting Board consideration on the following items:

- Authorize RWSA to accept comments on the proposed budget through the web.
- Hold three Board sponsored public meetings in March 2003, as recommended by the RWSA Citizens Advisory Committee.
- Authorize RWSA to advertise the proposed water and wastewater rates.
- Adopt the final budget at the May 19, 2003 Board meeting.

During the ensuing discussion, the Board requested that the proposed April 22, 2003 Board work session be scheduled in early March and recommended that two, rather than three, public meetings be held during March.

Upon a motion by Mr. Brent, and seconded by Mr. Tucker, the RWSA Board of Directors voted to adopt the following proposed water and wastewater rates as preliminary rates and authorized RWSA to advertise the proposed preliminary rates for the required 60 days for the purposes of notification of a public hearing to be held on May 19, 2003, at 2:00 p.m., during the regularly scheduled Board of Directors meeting. By a 5 – 0 vote, the motion was approved.

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6.0 Other Business Cont.
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WATER RATES

URBAN AREA

City - \$2.182/1000 gal.

ACSA - \$2.269/1000 gal.

WASTEWATER RATES

URBAN AREA

City - \$1.462/1000 gal.

ACSA - \$1.743/1000 gal.

Crozet - \$36,994/monthly
Scottsville Water - \$26,565/monthly

Glenmore - \$15,245/monthly
Scottsville Wastewater - \$19,657/monthly

In regards to Item 6b), Board Action on Buck Mountain Easement Revisions, Mr. Gaffney recognized Mr. Stephen Bowler who presented the proposed revisions to the Board for their approval.

Mr. Bowler stated that in the 1980's, land and easements were obtained to protect the future Buck Mountain Creek Reservoir. He further stated that the easements referred to state manuals that are not in common use today, and the easements have been difficult for staff and landowners to interpret. He added that RWSA has the opportunity to improve two of the existing easements by making restrictions imposed by the easements more protective of water quality and easier to interpret and enforce. Mr. Bowler reported that the landowners have voluntarily agreed to the easement updates, and he is therefore recommending that the Board authorize the Executive Director to sign the deeds amending the easement language and vacating the prior easements.

Upon a motion by Mr. O'Connell, and seconded by Mr. Tucker, the RWSA Board of Directors voted to authorize the Executive Director to sign the deeds amending the easement language and vacating the prior easements. By a 5 – 0 vote, the motions was approved.

In regards to Item 6c, The Rivanna Year in Review, Mr. Gaffney called upon Mr. Tropea to give RWSA's assessment of 2002.

Mr. Tropea gave a PowerPoint presentation (attached) which highlighted Rivanna's many accomplishments in 2002 and its key priorities for 2003.

7.0 Other Items From Board/Staff Not On Agenda

There were no other items from the Board or the staff not on the Agenda.

8.0 Meeting Recess

Upon a motion by Mr. Tucker, and seconded by Mr. O'Connell, the Board of Directors voted to recess the RWSA meeting at 3:20 p.m. and to reconvene the meeting after the conclusion of the Rivanna Solid Waste Authority Board of Directors meeting, at which time

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8.0 Meeting Recess Cont.

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they would enter into a joint closed meeting with the Rivanna Solid Waste Authority Board of Directors. By a 5 – 0 vote, the motion was approved.

9.0 Reconvene Meeting

Upon a motion by Mrs. Mueller, and seconded by Mr. Tucker, the Board of Directors voted to reconvene the RWSA Board of Directors meeting at 3:25 p.m.. By a vote of 5 – 0, the motion was approved.

10.0 Adjournment

Upon a motion by Mr. Tucker, and seconded by Mr. Brent, the meeting was adjourned at 3:26 p.m.

Respectfully submitted,

Mr. Robert Tucker
Secretary - Treasurer