

RWSA BOARD OF DIRECTORS
Minutes of Regular Meeting
November 22, 2004

A regular meeting of the Rivanna Water and Sewer Authority (RWSA) Board of Directors was held on Monday, November 22, 2004 at 2:00 p.m., in the Conference Room, Administration Building, 695 Moores Creek Lane, 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: Ms. Anne Bedarf, Mr. Bruce Edmonds, Mr. Tom Frederick, Mrs. Mary Knowles, Ms. Michelle Simpson, Ms. Andrea Terry, Ms. Kathy Ware, Mr. Norman Wescoat, Ms. Jennifer Whitaker, and Mr. Lonnie Wood.

Also Present: Mr. Kurt Krueger – RWSA Attorney, 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, November 22, 2004 at 2:00 p.m., and he noted that a quorum was present.

2.0 Minutes Of Previous Board Meeting

Upon a motion by Mr. Tucker, and seconded by Mr. O’Connell, the Board of Directors by a 5 – 0 vote approved the minutes of the regular Board meeting held on Monday, October 25, 2004.

3.0 Executive Director’s Report

Mr. Frederick first reported on the Public Outreach Meeting held on November 18, 2004 concerning the Dredging alternative. He stated that this was the first of four such meetings on the “Short List” alternatives. Statistics compiled since the November 18th meeting was held indicated that a total of 38 people were in attendance, of which 18 were members of the public and 20 were either RWSA staff, RWSA Board members, media representatives, or County employees. Meeting evaluation forms were distributed at the meeting. Of the 18 members of the public in attendance, 11 forms were completed and returned to RWSA. The evaluation scores averaged on the high end of the scale and were similar to those received for the first Public Meeting held on September 21, 2004. Most of the feedback was positive, with the highest marks given for the clarity of the information provided during the presentation. Participants also felt that they were able to ask questions to help understand the information. Scores on the lower end

3.0 Executive Director's Report Cont. November 22, 2004

of the scale were given for "providing a time framework for the plan and next step." Also it was interesting to note that scores for "public participation was from a variety of perspectives" were lower as compared to the ones received for the first meeting. The next Public Outreach Meeting will be held on Thursday, December 2, 2004 to discuss the 4-foot crest concept.

Mr. Frederick commented that as part of the public participation plan, a mailing was sent out to nearly 40 area community organizations inviting them to request a member of RWSA's Speakers Bureau to talk to their group about this project. Topics could be tailored to address an organization's specific interest. The response rate up to this point has been lower than expected, but it is hoped that participation would increase over time.

Mr. Frederick further reported that staff has continued to work on completing the five-year capital improvement plan and a draft financial policy for RWSA. Discussions have taken place with staff at the Albemarle County Service Authority and the City, where it had been suggested that these documents be reviewed by the Technical Advisory Staff Committee. This review will be scheduled in the very near future. After which, the documents will be made available and presented to the Board.

4.0 Items From The Public

There were no items from the public.

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 On-going Projects
- 5d) Staff Report Community Water Supply Plan

As there were no questions or further discussion, Mr. Tucker moved, which was seconded by Mrs. Mueller, that the Board of Directors vote to approve Items 5a), b), c), and d) of the Consent Agenda. The motion was approved by a 5 – 0 vote.

6.0 Other Business

In regards to **Item 6a, Proposed Schedule for the 2005 Board of Directors Meetings**, Mr. Frederick stated that Ms. Knowles advised him that in November of each year, the meeting schedule for the following calendar year is adopted by the

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6.0 Other Business Cont.
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Board. As in previous years, Board meetings during 2005 will be held on the fourth Monday of each month, with the exception of December, which will be held on the third Monday. It is being recommended that the Board adopt this proposed schedule.

Upon a motion by Mr. Tucker, which was seconded by Mr. Brent, the Board of Directors voted to approve the proposed Schedule for the 2005 Board of Directors Meetings. The motion was approved by a 5 – 0 vote.

7.0 Other Items From Board/Staff Not On Agenda

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

8.0 Closed Meeting

There was no need for a closed meeting.

9.0 Adjournment

There being no further business, Mr. Tucker moved that the meeting be adjourned, seconded by Mr. Brent. All members voted aye, and the meeting was adjourned at 2:09 p.m.

Respectfully submitted,

Mr. Robert Tucker
Secretary - Treasurer