



RWSA BOARD OF DIRECTORS
Minutes of Regular Meeting
May 27, 2025

A regular meeting of the Rivanna Water and Sewer Authority (RWSA) Board of Directors was held on Tuesday, May 27, 2025 at 2:32 p.m. at the Rivanna Administration Building, (2nd Floor Conference Room), 695 Moores Creek Lane, Charlottesville, VA 22902.

Board Members Present: Mike Gaffney, Sam Sanders, Ann Mallek, Brian Pinkston, Quin Lunsford, Lauren Hildebrand.

Board Members Absent: Jeff Richardson (Ann E. Wall attended as Alternate for Mr. Richardson).

Rivanna Staff Present: Bill Mawyer, David Tungate, Lonnie Wood, Jennifer Whitaker, Daniel Campbell, Michelle Simpson, Austin Marrs, Betsy Nemeth, Westley Kern, Leah Beard, Deborah Anama, Jacob Woodson.

Attorney(s) Present: Valerie Long

1. CALL TO ORDER

Mr. Gaffney convened the May 27, 2025 regular meeting of the Board of Directors of the Rivanna Water and Sewer Authority at 2:32 p.m.

2. AGENDA APPROVAL

Mr. Mawyer stated that they had amended the agenda. He stated that they had added a closed session at the end of this meeting.

Ms. Mallek moved that the Board of Directors adopt the agenda as amended. Mr. Pinkston seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

3. MINUTES OF PREVIOUS BOARD MEETING ON APRIL 22, 2025

Ms. Mallek moved that the Board of Directors adopt the minutes for the April 22, 2025 meeting. Mr. Pinkston seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

4. RECOGNITIONS

There were none.

5. EXECUTIVE DIRECTOR'S REPORT

Mr. Mawyer stated that this was a significant day for staff and the Board as they finalized the FY

2026 budget after months of work. He stated that they had several generational projects moving forward in the new budget.

Mr. Mawyer stated that he would like to take a moment to congratulate some of their staff members. He stated that Dylan Schweickert, who had been with them for two years, was selected as our new Water Department Relief Operator and is a licensed Class 1 Water Operator.

Mr. Mawyer stated that Hayden Johnson, a mechanic with about six months of experience, had obtained his commercial driver's license, which was essential for operating their large trucks and heavy equipment. He stated that Travis Granger, who had been with them for four years, had passed his Class 1 Water Operator license, and they were pleased to recognize his achievement. He stated that Steve Minnis, with 32 years of service, had completed a Maintenance Mechanic Apprenticeship program to earn his Journeyman's card. He stated that Josh Powell, also in their Maintenance Department with 13 years of service, had achieved the same Journeyman's card.

Mr. Mawyer stated that they were also pleased to report that the Rivanna Pump Station was substantially restored and back in operation. He stated that the new pumps had been installed and tested and had performed flawlessly during a recent significant rain event. He stated that staff had worked tirelessly to monitor the pumps and were pleased with the results. He stated that as they moved forward, they were dismantling the temporary piping and pumping equipment and coordinating with the insurance company to finalize cost reimbursement.

Mr. Mawyer stated that they were planning to renovate the Administration building, which would include a new temporary trailer suite with offices, cubicles, and restrooms for staff during construction. He stated that the trailer suite would be installed on the compost road near the Engineering Department trailers. He stated that they were excited to get started on this project in the next couple of months. He stated that he had initially predicted that their next Board meeting would be held at the Albemarle County Service Authority facility, but he had received an update that suggested they may need to adjust their plans. He stated that he would keep the Board informed of any changes to their meeting schedule.

Mr. Pinkston asked if it was one trailer or a set of modular units.

Mr. Mawyer stated that these were modular units that could be assembled and purchased in any quantity. He stated they did not purchase them. He stated that the construction contractor was providing them. He stated that this arrangement provided the incentive to timely complete the construction and allow staff to transition out of the trailers and back into the building.

He stated that they had discussed the Central Water Line project at length, and earlier this month, they had received five competitive bids ranging from \$39.7 million to \$68.5 million. He stated that they were currently evaluating these bids and anticipated making a recommendation to the Board in June for an award. He stated that this was Phase 1, which accounted for approximately 75% of the total project. He stated that they were working with the City to determine the exact location of the pipe within the floodplain area on City property, and then they would proceed with Phase 2 bidding and awarding.

93 Mr. Pinkston asked for clarification about Phase 1. He asked if the proposed bids were within the
94 projected budget.

95
96 Mr. Mawyer stated that they were within the \$79 million budget. He stated that if the low bid
97 was accepted, their total budget would be approximately \$68 million. He stated that if the second
98 low bid was accepted, their total budget would be around \$75 million, which was still within the
99 \$79 million they had previously estimated.

100
101 Mr. Pinkston asked if they were assessing the credibility of the bids.

102
103 Mr. Mawyer stated they had experience requirements in the contract, and they were evaluating
104 whether the low bidder met those experience requirements.

105
106 Ms. Mallek asked if there was a specific staff person who was reporting to the Authority every
107 day on the job to oversee as part of the implementation.

108
109 Mr. Mawyer stated they had a project manager assigned, an inspector, and an inspector
110 supervisor. He stated that staff were assigned to the projects. He stated that in their budget
111 request, they were requesting an additional inspector to help them monitor the CIP projects. He
112 stated that they also received a bid for the Ragged Mountain Reservoir project to raise the pool
113 level by an additional 700 million gallons. He stated that they received only one bid from
114 Faulconer Construction, which was slightly over \$12 million. He stated that as a result, they were
115 currently negotiating with Faulconer to see if they could reduce the price. He stated that the
116 project involved grading around the reservoir, as well as repairs to the intake tower and dam toe
117 drains.

118
119 Mr. Pinkston asked if the lack of bids was because of how much work was going on in the area.

120
121 Mr. Mawyer stated that the project scope was too big for small companies and too small for the
122 larger companies. He stated that they were working with the contractor to come to a more
123 reasonable cost. He stated that they were limited by the endangered Northern Long-eared Bat
124 season, as they could only clear trees from November 15th to March 31st.

125
126 Mr. Lunsford asked what the projected budget was.

127
128 Mr. Mawyer stated that the original estimate was \$6 million, although their engineer's most
129 recent estimate was closer to \$7.5 million.

130
131 Mr. Gaffney asked if the cleared trees could be sold.

132
133 Austin Marrs, Senior Civil Engineer, stated that Faulconer Construction did not include a line-
134 item in the bid that indicated they saw value in harvesting and selling the trees. He stated that the
135 contractor would work with the Authority to review the trees and re-evaluate whether they could
136 be sold.

137
138 Ms. Mallek asked if the current plan was to burn everything. Mr. Mawyer responded that

139 burning was the current plan, but an option to harvest the trees would be explored with Faulconer
140 Construction.

141
142 Mr. Mawyer stated that the Ragged Mountain Reservoir to Observatory Water Treatment Plant
143 Water Line and Pump Station project was underway. This project was awarded earlier this year
144 to Thalle Construction. He stated that they would begin installation of piping in Hereford Drive
145 in June, taking advantage of the University's summer break as a strategic opportunity. He stated
146 that a detour would be in placed on Stadium Road to Alderman Road and McCormick Road,
147 allowing access to the Observatory WTP. He stated that the installation would occur behind
148 Hereford Residential College.

149
150 Mr. Mawyer stated that they had previously attempted to sell 1706 Buck Mountain Road, a 2.18-
151 acre site, but they had received no bids, with a minimum bid requirement of \$100,000. He stated
152 they had demolished and removed the house, which was a primary concern due to liability and
153 maintenance issues. He stated that for now, they would hold onto the property until they felt that
154 the bidding environment improved.

155
156 Ms. Mallek asked about coverage for the exposed dirt on the parcel.

157
158 Mr. Mawyer stated they would have erosion control measures installed immediately.

159
160 Ms. Mallek stated that it was a steep slope to Buck Mountain Road. She stated they should
161 address it as soon as possible.

162
163 Mr. Mawyer stated that May 31 was National Dam Safety Awareness Day, and they had an
164 extensive dam management program. He stated that they had 10 dams, with Jennifer Whitaker,
165 Director of Engineering, serving as their designated dam engineer, and Victoria Fort, Senior
166 Civil Engineer, working with her. He stated that these requirements fell under the state's
167 Department of Conservation and Recreation, which regulated 2,500 dams across the state. He
168 stated that the Army Corps noted that the average age of dams in VA was 76 years. He stated
169 that looking ahead, dam restoration would be a significant budget item.

170
171 Mr. Mawyer stated that the South Rivanna River crossing, which involved boring under the
172 Rivanna River near the treatment plant at Walmart, was an exciting project. He stated that to
173 summarize, the red line on the slide indicated the path they were taking, with Michelle Simpson
174 as their engineer on the site. He stated that they recently had had a good tour of the project. He
175 stated that Faulconer Construction was the contractor, and they had brought in a specialty
176 drilling contractor.

177
178 Mr. Mawyer stated that the machine used on the Rio Mills side was where drilling began, and it
179 successfully completed the process to reach the other side of the river. He stated that the process
180 involved reaming back and forth before pulling in a large plastic pipe to provide a second pipe,
181 adding resiliency and redundancy to help deliver drinking water to the northern part of the
182 County. He stated that this directional drill method prevented any wetland mitigation issues, and
183 avoided many of the associated permitting issues. He stated that being located below the river,
184 the pipe was less susceptible to damage from flooding or tree branches dislodged by a storm.

185
186 Mr. Mawyer stated that they had recently hosted their seventh annual Utility Managers
187 Conference, and attendees came from Bedford, Upper Occoquan, Augusta, Louisa,
188 Charlottesville, Amherst, and Waynesboro. He stated that this event provided an opportunity for
189 them to network with other utilities in their area, and that collaboration was already paying
190 dividends. He stated that the Louisa County Water Authority had recently experienced two boil
191 water notices due to water line breaks. He stated that they were able to contact Louisa and offer
192 the services of our laboratory, which Louisa utilized to conduct bacteria testing to determine the
193 safety of water. He stated that their networking efforts had led to a positive outcome.

194
195 Mr. Mawyer stated that they had staff at the Rivanna River Fest, where their Communications
196 Coordinator, Westley Kern, created a display that showcased the journey of dirty water from the
197 river to the water treatment plant and the clean water that came out. He stated they had provided
198 tours of the Moores Creek facility for the Peabody School and Blue Ridge School, as well as a
199 tour at the South Rivanna Water Treatment Plant with Charlottesville utility staff, an ACSA
200 board member and staff, and Mr. Gaffney.

201
202 Mr. Mawyer stated that Jennifer Whitaker, Director of Engineering and Maintenance, had
203 presented the Northern Area Utilities Master Plan to LUEPC. He stated that they would be
204 presenting the same plan to the Authority next month. He stated that Deputy Executive Director,
205 Dave Tungate had accompanied the County Leadership Team to Scottsville and briefed the
206 Scottsville Town Council on the water and wastewater facilities in Scottsville, as well as the
207 solid waste operations at the Southern Albemarle Convenience Center.

208
209 Mr. Mawyer stated that Ms. Whitaker also served as RWSA's representative to the Regional
210 Water Supply Committee, and she had recently updated City Council on the progress of this
211 water planning initiative. He stated that they were in the Middle James Region 1 with five other
212 counties, and they had five years to develop a Regional Water Supply Plan. He stated that thru
213 their utility networking, Harrisonburg Water had recently faced challenges during a recent storm
214 when they experienced muddy water in their two water supplies, Dry and North Rivers. He
215 stated that the Authority had offered assistance.

216
217 Mr. Mawyer stated that one point he would like to make is that they treated drinking water 24/7,
218 365 days a year. He stated that the quality of drinking water for customers remained the same,
219 regardless of whether it was muddy or clear before the raw water was treated. He stated that to
220 the customers, there was no impact on the quality of the water at their faucet. He stated that it
221 was a testament to their facilities, the Board, and their staff, who were trained to handle
222 treatment requirements under all conditions. He stated that they commended their staff for their
223 excellent job in adjusting the chemicals and equipment to effectively treat water under all
224 circumstances.

225
226 Mr. Pinkston asked what happened with Harrisonburg Water.

227
228 Mr. Mawyer stated they were getting too much sediment from the muddy water into their
229 filtering system. He stated that they had previously assisted them a few months prior by
230 providing a polymer to help alleviate gumming issues with their equipment and sediment

management. He stated that using this solution, Harrisonburg was able to overcome their clogging problem.

Ms. Mallek asked if there was anything to do to remove the debris accumulating on the surface of the water at the reservoir dams.

Mr. Mawyer stated that typically, when another significant storm hit, it washed the debris over the dam. He stated that they generally relied on natural processes to wash the logs through, although they did have a contractor who occasionally cleared the debris for them.

Mr. Mawyer stated that another achievement they would celebrate under their Optimization and Resiliency Strategic Plan priority was that Lab Director, Patricia Defibaugh, acquired new equipment to improve their wastewater nitrogen treatment capabilities. He stated that this new equipment saved them approximately \$10,000 annually. He stated that Ms. Defibaugh also obtained state certification for this equipment, and they were currently the only lab in the state authorized to use it for this testing method.

6. ITEMS FROM THE PUBLIC

Brandon Duriez, Vice President of Snyder Environmental Services, stated they were fortunate enough to be the apparent low bidder on the Central Water Line project. He stated the project manager, Lisa Miller, also worked extensively on this estimate, so they wanted to take the time to introduce themselves. He stated they were working with the Authority's engineer, Michael Baker Engineering, and Mr. Mawyer, in reviewing the qualifications and specifications.

Mr. Duriez stated he would like to personally introduce himself and provide a brief overview of the company he works for. He stated that Snyder Environmental Services has been in business for almost 50 years, and they were a mid-sized company. He stated they were qualified for this job, having completed large projects in Morgantown, including work at Shepherd University, and providing extensive services to Frederick Water. He stated the Morgantown box culvert project weighed approximately 40,000 pounds and was located near the Dominion Post parking lot.

Mr. Duriez stated that the company had extensive experience in this type of urban work, having installed over half a million feet of pipe in Greater Johnstown, Pennsylvania, which had faced significant flooding issues. He stated they had successfully completed projects in a 20-foot deep downtown business district, involving gas, water, and electric utilities. He stated that while there were challenges associated with this job, they were excited to take them on and provide a quality product.

Mr. Duriez stated their references spoke for themselves, and he encouraged everyone to contact them. He stated the company prided itself on its service and professionalism, and they treated their customers with respect. He stated they can expect quality work and a fair price. He stated that their bid was \$7.75 million less than the next best option, and they were fully bonded.

Next from public comment was Dede Smith, who stated that she had a couple of questions for

Mr. Mawyer regarding the Central Water Line, and a couple of simple questions for Board members. She stated that she recently spoke with a few Councilors about whether they had known about the change in plans for the Central Water Line, specifically the excavation of rock and the route through the Little High neighborhood. She stated that they were unaware of those changes; however, they were aware of the price increase.

Ms. Smith stated that her question to Mr. Mawyer was, had he presented this revised plan to City Council since their initial meeting in June 2022 about these changes? Additionally, had Rivanna had a formal presentation with a PowerPoint and graphics to explain the changes in detail. She stated that she may have missed it, but she would appreciate knowing if it occurred and, if so, when.

Ms. Smith stated that likewise, she was curious to know if Rivanna had contacted the households, estimated to be 75 to 100 along the four miles of excavation, who may have their utilities temporarily disrupted as part of this project? She asked if they had contacted these households, and had they also reached out to the households newly impacted by the change in route through Little High neighborhood? She stated that she would be interested in knowing if any presentations were made and, if so, if she could obtain copies of them.

Ms. Smith stated that regarding liability questions, she would like to know if the contract held the contractor liable for the repair of City utilities that may be damaged during excavation or construction, and who was liable for any damage to households themselves due to excavation or construction? She stated that they were an old City, and homeowners typically had the responsibility for the laterals between the street and the home. She asked who would be liable for repairs if something were to happen to those as part of the construction.

Ms. Smith stated that additionally, to the Board members, she would like to note that public financial disclosure was required for voting on a half-billion-dollar Capital Improvement Plan (CIP) that would significantly impact rates. She stated that she would appreciate it if they could provide her with their personal financial disclosure regarding their utility bills. She stated that specifically, she would like to know if Board members personally paid a City utility bill, an Albemarle County Service Authority (ACSA) utility bill, or neither.

7. RESPONSES TO PUBLIC COMMENTS

Mr. Mawyer stated that they had discussed the potential change to the Little High Street area on this Board multiple times. He explained that they had had to reroute the pipeline due to the presence of too many underground utilities in East High Street, and they had been working with the City's Utilities staff to implement this change. He stated that although they had not had a specific meeting with City Council on this matter, they had been in communication with City staff regarding the exact location of the pipe. He stated that Ms. Hildebrand had been managing this process.

Mr. Mawyer stated that generally, their Board was aware of the change to the last 25% of the pipeline. He stated that they had included this change in their CIP presentation from the spring. He noted that they also had contacted households along the planned route in 2022 and 2023 to

inform them of the project. He stated that they stated that they would have future meetings to discuss this project, so as they awarded a contractor and began construction, they would re-engage with the neighborhoods along the route to provide more information and updates.

Mr. Mawyer stated that they would have another phase of their communication plan for the residents along the route. He stated that to date, they had not sent a specific communication to the proposed houses on the Little High Street route, but they would follow the same process as they did with the other households along Phase 1, and notify them as soon as they finalized the details. He stated that regarding the contractor's responsibility for repairs to damaged utilities, generally, contractors were responsible for repairing any damage they caused to the water or sewer lines along the pipeline path. *(Clarification – We later verified that we sent a letter to residents along the new route in July 2024, about the new route for the eastern end of the waterline thru their neighborhoods and provided a map with the anticipated alignment shown. This information and map was also included in several Quarterly Update Reports to City Council).*

Mr. Mawyer explained that Rivanna required contractors to protect the utilities that served the houses while they were installing the pipe. He stated that this included house laterals that were installed in or near the street. He stated that the contractor would not be working in the yards. He stated that he was unsure of Ms. Smith's question regarding personal water bills from the City or ACSA, as he did not have a bill from either entity.

Ms. Mallek inquired if vibrations traveling up the laterals would pose any issue.

Mr. Mawyer stated that it was possible; these house laterals were old. He stated that there was no doubt that they would be a challenge to protect, and they may need to replace parts of them over their trench if they failed. He stated that some allegedly were Orangeburg pipe, which was often considered a fragile material, similar to paper pipe. He asked Ms. Hildebrand if she had any information regarding that issue.

Ms. Hildebrand replied that she was unsure if there was any verified Orangeburg pipe in those sections, but it was possible they could be terra cotta.

Mr. Mawyer stated that it was an older area with older utilities, which may have been deteriorating to some extent. He reiterated that their contractor would do their best to protect these utilities during the process, and they would repair any items that broke or came apart.

Ms. Mallek asked Mr. Gaffney if they should answer the question regarding whether Board members were ratepayers or not.

Mr. Gaffney stated that he did not think it had much validity here. He stated that they were all responsible. He stated that if Ms. Mallek wanted to answer the question, she may.

Ms. Mallek stated that 14,000 out of the 19,000 people she represented are water payers, although she personally was not one of them.

369 **8. *CONSENT AGENDA***

- 370
- 371 *a. Staff Report on Finance*
- 372
- 373 *b. Staff Report on Operations*
- 374
- 375 *c. Staff Report on CIP Projects*
- 376
- 377 *d. Staff Report on Administration and Communications*
- 378
- 379 *e. Staff Report on Wholesale Metering*
- 380
- 381 *f. Staff Report on Drought Monitoring*
- 382

383 **Mr. Pinkston moved that the Board of Directors approve the consent agenda. Ms. Mallek**
384 **seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)**

385

386 **9. *OTHER BUSINESS***

387

- 388 *a. Presentation and Consider Vote to Approve: FY2025-2026 Personnel Management Plan*
389 *Update*
- 390

391 Leah Beard, Human Resources Manager, stated that she would present some updates to their
392 Personnel Management Plan, effective July 1, 2025. She stated that they were requesting a
393 change due to their compensation study, which she presented in April. She stated that as part of
394 their strategic plan and workforce development priority, they aimed to align our benefits with
395 community and peer organizations. She stated that they evaluated local peer organizations'
396 offerings and made the following changes.

397

398 Ms. Beard stated that first, they would like to amend their sick time rule. She explained that
399 currently, employees receive 3.69 hours of sick time per two-week pay period, equivalent to
400 approximately 12 days per year. She stated that they would like to increase this to 4.62 hours of
401 sick time accrued per pay period, equivalent to approximately 15 days per year.

402

403 She added that they would also like to remove the cap on sick time carryover for hybrid plan
404 members, as Virginia Retirement System (VRS) Plan 1 and Plan 2 members did not have this
405 cap. She stated that it would maintain consistency in the benefits they offer to employees.

406

407 Ms. Beard stated that they would also like to add paid parental leave, offering up to 80 hours of
408 paid leave to employees. She stated that this would be used in conjunction with short-term
409 disability insurance and accrued sick time, with employees required to use it within three months
410 of the child's birth or adoption event.

411

412 Ms. Beard stated that next, they would like to modify the retirement payout process. She stated
413 that currently, they proceeded with the Virginia Retirement System process for employees
414 interested in retiring. She stated that however, they offered additional incentives, including a sick

415 leave accrual payout. She stated that they would like to offer this to hybrid plan employees
416 instead of the current retirement service bonus. She stated that this would mean paying a
417 percentage of accrued sick time to hybrid plan members, with a total maximum payout of
418 \$6,500, rather than the current \$5,000 cap. She stated that this amount was based on years of
419 service. She stated that furthermore, they had made some minor changes to their personnel
420 management plan, including clarifying language regarding volunteer time off and the
421 organizations eligible for this benefit. She stated that they would also be adding a stipulation
422 that employees must be employed for six months or longer to participate with volunteer time off.

423
424 Ms. Beard stated that their disciplinary policy would be revised to include a safety violation as
425 an example of misconduct. She stated that these were the key changes. She stated that she had a
426 red-lined copy of their personnel management plan available for those who wished to review the
427 entire document in detail. She stated that the proposed changes were summarized in the provided
428 memo. She stated that staff was requesting that these changes to their personnel management
429 plan be approved and take effect on July 1.

430
431 Ms. Mallek asked if the cost of these changes was included in the budget.

432
433 Ms. Beard stated that they anticipated minimal costs. She stated that the parental leave and short-
434 term disability benefits were self-insured, so they were paying for them regardless. She stated
435 that currently, they had about two employees retiring each year, which she did not foresee being
436 a substantial cost item to include in the budget.

437
438 Ms. Mallek stated that she recalled a time when the state was phasing out Plans 1 and 2, and no
439 new employees were allowed to be added to that system, and they were moving towards a much
440 less generous plan for the hybrid. She stated that she understood the reasoning behind this
441 approach, and it seemed that this as a way to revert to the old benefits in order to retain
442 employees.

443
444 Ms. Beard explained that to ensure consistency across the authority, they wanted to make the
445 benefits of Rivanna's hybrid plan uniform, rather than having different benefits offered to Plans 1
446 and 2 versus the hybrid plan. She stated that this would provide a more equitable experience for
447 all employees. She stated that Plans 1 and 2 were more beneficial to employees compared to the
448 hybrid plan, so they did not want to limit the benefits they offered to their hybrid employees,
449 particularly in relation to their retirement payouts and paid time off.

450
451 Ms. Mallek asked how these changes would be supported or not by VRS.

452
453 Ms. Beard clarified that what they paid their employees for sick leave upon retirement was
454 separate from the VRS retirement plans. She stated that the employees would still be retiring
455 through VRS, regardless of the plan. She stated that this was what Rivanna was paying
456 employees for their accrued sick time.

457
458 Ms. Mallek stated that she understood that this was a tangential aspect, separate from pension.

459
460 Ms. Beard stated that this was what Rivanna was offering their employees without determining

whether people were on hybrid, Plan 1, or Plan 2.

Mr. Lunsford asked what the percentage was of sick leave balance.

Ms. Beard replied that it depended on years of service. She stated that if one had reached 15 years of service, they paid the hourly rate times 15% of the sick leave balance. She stated that she had a chart available with the specific calculations for payouts based on the years of service.

Mr. Lunsford asked if staff would be reviewing the personnel who had reached the maximum and look back at hours they may have lost.

Ms. Beard stated that she did not believe they had any hybrid retirements through their system.

Mr. Lunsford stated that he was not referring to retirement, but rather a hybrid employee who had reached the maximum 480 hours and potentially lost some.

Ms. Beard clarified that this would take effect starting July 1 and would not have a look back update. She stated that therefore, any rollover that they had would not have a cap if this were approved.

Ms. Lunsford stated that in one of Ms. Beard's slides, she presented data from peer organizations that he had compared against. He asked if these organizations had a consistent number of pay periods.

Ms. Beard confirmed that was correct. She stated that UVA had 24 pay periods, but they calculated it based on the number they had per hour.

Mr. Mawyer stated that without a cap, it created an environment where employees felt more inclined to accumulate sick leave beyond the 480 hours.

Mr. Pinkston moved that the Board of Directors approve the recommended updates to the Employee Personnel Management Plan to be effective on July 1, 2025. Ms. Mallek seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

b. Presentation and Consider Vote to Approve: Fy 2026-2030 Capital Improvement Program Budget

Jennifer Whitaker, P.E., Engineering and Maintenance Division Director, stated that she would provide a brief summary of the proposed Capital Improvement Plan. She stated that as this information was similar to what was presented in February, she would not delve into every detail, but she encouraged the Board members to ask questions along the way. She explained that the primary objective of the Capital Improvement Plan was to plan, deliver, and maintain dependable infrastructure.

Ms. Whitaker stated that all other aspects of this plan were derived from their strategic framework, and they aimed to ensure successful implementation. She stated that their top

priorities included completing the Community Water Supply Plan components, completing finished water transmission projects such as the Central Water Line, enhancements to address emerging contaminants, completing the Crozet water supply projects, including the dam and raw water pump station, as well as maintaining their water and wastewater treatment and conveyance infrastructure, ensuring they met regulatory requirements all while providing resiliency and redundancy.

Ms. Whitaker stated that the Fiscal Year 2026 to 2030 Capital Improvement Program included 71 projects and approximately \$550 million. She stated that of these 71 projects, 63 were construction-related, four were studies, and four were miscellaneous. She stated that urban water accounted for approximately 57% of the total value, at around \$315 million. She stated that ACSA was allocated approximately 69% of the total capital budget, while the City was responsible for 31% equaling \$173 million.

Ms. Whitaker stated that the next slide displayed the expected funding sources for the capital expenditure, including cash reserves, grants, insurance, and new debt. She stated that some of the debt had already been paid, or they had debt proceeds available, resulting in approximately \$383 million in new debt. She stated that the next slide highlighted major programs and projects, including water treatment plant improvements and capacity enhancements on the left side of the slide. She stated that operation, maintenance, safety, and sustainability efforts were essential components of their work as well.

Ms. Whitaker stated that in some cases, these projects were required for safety reasons, while in others, they were necessary to maintain operational objectives. She stated that they also had regulatory requirements, as their organization and industry was highly regulated. She stated that regulatory requirements must be met, and then they had reliability and redundancy initiatives. She stated that many of these projects overlapped across multiple categories, but they had grouped them on the graphic in a way that highlighted each project's primary objective.

Ms. Whitaker stated that the next slide presented the four remaining community water supply projects that are still in design, preparing for bidding, or planned for upcoming construction. She stated that the first project was the Central Water Line. She stated that this project spanned from the University of Virginia to Free Bridge (near Pantops).

Ms. Whitaker stated that they would discuss this project further and that staff planned to award a contract in June, with an estimated cost of approximately \$79 million. She stated that the second project on the graphic was the pool elevation increase at Ragged Mountain Reservoir, which they had received bids for and discussed earlier in the meeting. She stated that they hoped to award this project in June, with an estimated cost of about \$11 million.

Ms. Whitaker stated that the third project was the South Rivanna Reservoir to Ragged Mountain Reservoir raw water project. She stated that this involved a large diameter main, a new intake facility, and a large pump station at the northern end. She stated that they were planning to bid this project late fall into winter and award it early in 2026, with an estimated cost of approximately \$117 million.

Ms. Whitaker stated that the final projects were water quality improvement efforts at Ragged Mountain and South Rivanna, including an aeration project and a hypo-limnetic oxygenation system (HLOS). She stated that the HLOS project involved using pure oxygen at lower levels in the reservoir, and it had an estimated cost of \$9 million. She stated that the total cost of these projects is \$211 million, which accounted for approximately 38% of the capital program.

Ms. Whitaker stated that they were working on several other notable projects, including the rehabilitation of the Crozet pump stations, which were 100% funded by ACSA. She stated that the Moores Creek structural and concrete rehabilitation focused on repairing the physical concrete and steel from the original construction in the late 1970s and early 1980s.

Additionally, Ms. Whitaker discussed the Moores Creek Operations and Maintenance Building Upfits project. She stated that the primary purpose of this project was to renovate the wastewater operations and maintenance buildings at Moores Creek. Ms. Whitaker explained that the original structures, which were approximately 40 years old and no longer met the needs of staff or operational requirements. She stated that this project had a budget of \$12 million, with the Service Authority and City splitting the cost 52 /48%. She stated that they had already begun construction on this project.

Ms. Whitaker continued to state that the next project was the Moores Creek Administration Building, which they had previously discussed in detail. She stated that this original building, built in the 1980s, was nearing the end of its useful life and would be completely gutted and renovated to include new lab spaces, an education center, and a boardroom. She stated that the budget for this project was \$27 million, with the Service Authority and City splitting the cost 52 /48%.

Ms. Whitaker stated that in Crozet, they were moving forward with a granular activated carbon (GAC) expansion project. She stated that currently, the plant could treat one million gallons a day (MGD), but they were upgrading to 3 MGD. She stated that they had received \$7 million in grant funding from the Virginia Department of Health, which would be applied to the project. She stated that this project was 100% ACSA funded.

Ms. Whitaker stated that the final project was the Beaver Creek Dam, where they were modifying the spillway to include a labyrinth spillway. She stated that this work would also require rebuilding the raw water pump station on the shore and replacing the piping between the pump station and treatment plant. She stated that they were currently in the design phase for this project and anticipated receiving funding from the federal government through the Natural Resources Conservation Service (NRCS). She stated that this project was also 100% ACSA funded.

Ms. Whitaker summarized that they had 71 projects, 63 major construction projects and efforts, and four studies that were obligated through various agreements. She stated that they were looking at a total of approximately \$550 million in funding over the course of the various existing and future bonds.

Ms. Mallek asked if the computer-generated image of the pump station at Beaver Creek was the

new location.

Ms. Whitaker replied that the pump station would be located on the perimeter of the reservoir. She stated that further design development would bring new renderings, but this was the initial rendering of the raw water pump station.

Mr. Pinkston stated that this Capital Improvement Plan was quite robust, and they had been discussing its components for quite some time. He stated that Councilor Snook, who was a former member of this Board, was impressed with the way the Rivanna staff presented the CIP and tracked projects, along with improvements to better track things. He stated that he wanted to emphasize that this was a strong plan, and he believed the community should feel confident in the fact that it addressed the water system's needs, providing clean water and managing wastewater effectively.

Ms. Mallek stated that much of this plan was catching up; they had been working on this for 30 years and things were much more expensive now than when they began a lot of this planning. She expressed her appreciation for the leadership from everyone who got them to this point, as it was essential that they take care of their own water supply.

Mr. Pinkston moved that the Board of Directors approve the FY 2026-2030 Capital Improvement Plan totaling \$550 million. Ms. Mallek seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

c. Presentation, Public Hearing and Consider Vote to Approve: Resolution to Adopt the FY 2025-2026 Rate Schedule and FY 2025-2026 Budget

Bill Mawyer, Executive Director, stated that in March the budget was introduced for \$64 million, which was an \$8.9 million increase over the current year. He stated that their debt service was estimated to be \$33.4 million and the operating costs were \$30.6 million. He stated that the City's charges would be \$22.9 million, a 12.4% increase from last year, while ACSA's charges of \$36.9 million would be 20.1% higher than last year.

Mr. Mawyer explained that this increase was largely due to the allocations of projects that Ms. Whitaker had mentioned. He stated that many projects were fully funded by the ACSA, resulting in higher charges for that organization. He stated that Rivanna was guided by their strategic plan goals and driven by six key categories of regulations, capacity, emerging contaminants, technology, sustainability, and affordability.

Mr. Mawyer stated that their budget of \$64 million was divided into two main components: 52% for debt service and 48% for operating expenses. He stated that the four main categories of workforce, chemicals, information technology, and utilities accounted for approximately 75% of their operating expenses. He noted that these required costs gave them limited discretion in this budget.

Mr. Mawyer stated that debt service accounted for 64% of this increase, while personnel expenses, IT costs, equipment, and other expenses made up the balance of the nearly \$9 million

increase. He stated that there was a 2% cost of living increase and a 3% merit pool for their staff. He stated that additionally, they were funding half of last year's positions this year with additional benefit costs.

Mr. Mawyer stated that they were proposing two new positions: an Information Technology Administrator to support their Supervisory Control and Data Acquisition (SCADA) systems, and an Engineering Inspector to oversee construction projects. He stated that the IT tech position would be under Mr. Wood in the Finance and Information System division, while the Engineering Inspector would work under Ms. Whitaker in the Engineering and Maintenance division. He stated that these positions would bring their workforce to a full complement of 106 employees.

Mr. Mawyer stated that the forecasted charges to their customers ranged from 12.4% for the City next year to 10% in FY 30, and 20.1% for the ACSA next year to 11.4% in FY 30. He stated that their capital budget for next year was approximately \$104 million. He stated that Ms. Whitaker had explained that their Capital Improvement Plan, a five-year plan, was \$550 million, and they anticipated new debt of approximately \$382 million. He stated that their \$64 million budget, which was expected to be about 16% higher than the previous year, was primarily driven by increased debt service costs for the \$550 million CIP program.

Mr. Gaffney opened the public hearing on the proposed budget.

Dede Smith stated that she was a bit surprised that they would not answer her straightforward question, which she believed fell under the Freedom of Information Act (FOIA). She stated that given the unprecedented rates, she thought it was crucial for the public to know whether this would personally affect the Board members, not that it would lead to them losing their homes, but it would undoubtedly cause others to lose theirs, and it would certainly cause families to lose their children. She stated that if a household's water was cut off due to non-payment, Social Services would have to take the children away.

Ms. Smith stated that as Rivanna was a monopoly, they should be aware that there was no alternative for many people. She stated that as a City resident, she was acutely aware that there was virtually no alternative to the City and Rivanna Water monopoly. She stated that she had been following this for decades, and she had never seen anything like this. She stated that it seemed there was a lack of recognition for the impact of these rate increases. She stated that frankly, her 20 years of following gave her the impression that this was rooted in a 20th-century plan. She stated that it was just crazy.

Ms. Smith stated that another thing that came to mind was that people could survive for a very long time without food, but they would perish within days without water. She stated that water was a fundamental right, a human right, and it should not cost this much. She stated that she had appreciated the Board's time and was grateful for the opportunity to express her concerns.

Mr. Gaffney closed the public hearing.

Mr. Pinkston moved that the Board of Directors approve the Resolution to adopt the rate

schedule for Fiscal Year 2025-2026 effective July 1, 2025 by the Rivanna Water and Sewer Authority. Ms. Mallek seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

Mr. Pinkston moved that the Board of Directors approve the FY 2025-2026 RWSA Budget. Ms. Mallek seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

d. Presentation and Consider Vote to Approve: Award of Construction Contract for the South Rivanna Water Treatment Plant Powdered Activated Carbon Project

Dyon Vega, P.E., Civil Engineer, stated that he would present the construction award and capital project amendment for the 2026-2030 South Rivanna Water Treatment Plant Powdered Activated Carbon (PAC) project. He stated that the powdered activated carbon pack was a crucial component of their treatment process. He stated that in 1984, Rivanna had constructed the lime storage silo at South Rivanna, which had since been converted to a PAC silo in 2015.

Mr. Vega stated that the images on the slide included the existing silo, and for comparison, a newer silo at the Crozet WTP. He explained that unfortunately, the current silo had significant deficiencies that caused numerous problems for their operations. He stated that these issues included clogging, which could not be controlled with SCADA, and their operators had to physically climb a ladder to the top of the silo to monitor and measure the pack level inside the tank.

Mr. Vega stated that in contrast, their proposed new technology silo would offer a larger capacity with smoother and more controlled feed rates, allowing them to utilize SCADA and meet their current standards. He stated that they had received one bid from WACO, Inc., at \$1.49 million, with their most recent engineer's estimate at \$1.5 million. He stated that the proposed capital budget for this project was \$1.25 million, and their total project budget was \$1.82 million. He stated that staff was proposing a budget amendment of \$0.562 million. He stated that construction was anticipated to begin in December of this year and would be completed by August 2027.

Ms. Mallek moved that the Board of Directors approve an amendment to the FY 26-30 CIP for the South Rivanna Water Treatment Plant -- PAC Upgrades Project to increase the budget by \$0.562M to a total budget of \$1.82M. Mr. Pinkston seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

Ms. Mallek moved that the Board of Directors authorize for the Executive Director to award a construction contract to WACO, Inc. for a total amount of \$1.497M and to approve any change orders to the construction contract necessary for completion of the work not to exceed 10% of the original construction contract amount. Mr. Pinkston seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

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

There were none.

11. CLOSED MEETING

Ms. Mallek moved that the Rivanna Water & Sewer Authority enter into a closed session to discuss the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the Rivanna Water and Sewer Authority, as permitted by the exemptions at Section 2.2-3711-A(29) of the Code of Virginia). Mr. Pinkston seconded the motion, which carried unanimously by roll call vote(6-0). (Mr. Richardson was absent)

12. CERTIFY CLOSED MEETING

Ms. Mallek moved that the Rivanna Water and Sewer Authority hereby certifies by recorded vote that, to the best of each member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act, and those public business matters as were identified in the motion authorizing the closed meeting were heard, discussed or considered in the closed meeting to which this certification resolution applies. Mr. Pinkston seconded the motion, which carried unanimously by roll call vote(6-0). (Mr. Richardson was absent)

13. ADJOURNMENT

Mr. Pinkston moved that the Board of Directors adjourn the meeting. Mr. Sanders seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

Respectfully submitted,



Mr. Samuel Sanders
Secretary-Treasurer

