



**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING AGENDA**

APRIL 17, 2015

**PRINCE GEORGE LIBRARY
6605 COURTS DRIVE
PRINCE GEORGE, VIRGINIA**

CALL TO ORDER **9:00 a. m.**

CHAIRMAN'S AGENDA

CERTIFICATION OF QUORUM

ITEM NO.	Page(s)
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STAFF AGENDA

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6. Curbside Recycling Program Update	
7. Municipal Solid Waste (MSW) Program	
8. Consideration of Resolution 15-16 : Amending the Solid Waste Transporting and Disposal Services Contract	19 - 20
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11. Technical Advisory Committee Report	
12. Earth Day and Public Information	
13. CVWMA Celebrates 25 Years!	
14. Administrative	

OLD/NEW BUSINESS

ADJOURNMENT

Upcoming Meetings:

Executive Committee

Monday, May 4, 2015 - 2:00pm

Technical Advisory Committee

Thursday, May 7, 2015 - 9:00am

Board Meeting

Friday, May 15, 2015 - 9:00 am

At any time during the meeting the Board may go into a closed session pursuant to Virginia Code Section 2.2-3712 for purposes of consulting with legal counsel regarding specific legal matters requiring the provision of legal advice, as authorized under Virginia Code Section 2.2-3711 (A) (7).

MINUTES OF THE REGULAR MEETING OF MARCH 20, 2015

The minutes of the regular Board of Directors meeting held March 20, 2015 are presented for your consideration and approval.

Recommended Action: Approval of minutes.

Attachments

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
MARCH 20, 2015
2104 W. LABURNUM AVENUE
RICHMOND, VIRGINIA**

MEMBERS/ALTERNATES PRESENT

Voting:

Robert C. Key (M-Chesterfield), Chair
Bill Hamby, Jr. (M-Prince George), Vice-Chair
J. Allen Lane (M-Henrico), Secretary
Steven Hicks (M-Petersburg), Director
Stephen Chidsey, (M-Hanover), Past Chair
Lee Sloppy (M-Ashland)
Marcia R. Phillips (M-Chesterfield)
David Lloyd (M-Goochland)
Michael Flagg (A-Hanover)
Marcia E. Kelley (M-Henrico)
Robert C. Whiteman (M-Henrico)
James H. Burrell (M-New Kent)
Elliot Danburg (M-Powhatan)
Lana Agostini (M-Richmond)
Mark Kukoski (M-Richmond)

Non-Voting:

Jeffrey T. Howard (A-Chesterfield)
Jon Clary (A-Henrico)

Staff:

Kimberly A. Hynes, Executive Director
Richard Nolan, Director of Operations
Marc René, Finance & Administrative Officer
Nancy W. Drumheller, Public Information Coordinator
Reginald D. Thompson, Operations Technician
Erica N. Long, Administrative Assistant
Stephanie N. Breaker, Customer Service Supervisor

MEMBERS/ALTERNATES NOT PRESENT

James A. Jackson (M-Richmond), Treasurer
Jennifer Schontag (A-Ashland)
Zach Trogdon (M-Charles City)
Matthew Rowe (A-Charles City)
Robert L. Dunn (M-Chesterfield)
Sheryl D. Bailey (A-Chesterfield)
Thomas Mattis (M-Colonial Heights)
William E. Henley (A-Colonial Heights)
Dwayne Jones (A-Goochland)
Wayne Hazzard (M-Hanover)
Randy Hardman (A-Hanover)
William I. Mawyer, Jr. (A-Henrico)
Arthur D. Petrini (A-Henrico)
Edward Watson (M-Hopewell)
Monique Robertson (A-Hopewell)
David Bednarczyk (A-New Kent)
William Riggelman (A-Petersburg)
Johnny Melis (A-Powhatan)
Rod M. Compton (A-Prince George)
Johnnie Allen (A-Richmond)
Kevin A. White (A-Richmond)

Guests:

With a quorum in attendance Chairman Robert C. Key (M-Chesterfield) called the meeting to order at 9:04 a.m.

CHAIRMAN'S AGENDA

Item No. 1: Public Comment Period

Chairman Key opened the floor for public comment. Without any requests to address the Board, the Chairman closed the public comment period.

Item No. 2: Minutes of the Regular Meeting of February 20, 2015

A motion was made by Mr. S. Hicks (M-Petersburg), seconded by Mrs. M. Phillips (M-Chesterfield) and carried that the minutes of the February 20, 2015 Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting be approved as submitted.

Item No. 3: Chairman's Report

Chairman Key briefly mentioned some discussions that he shared with Mrs. Kim Hynes, CVWMA Executive Director, and the Executive Committee regarding Strategic Planning. He stated that it begins with understanding who your customers are and how close you are to them. He mentioned having discussions about businesses being isolated from their customers, and thus have an immense amount of work to make that connection with them. Chairman Key also mentioned that in CVWMA's particular case, we, the jurisdictions are CVWMA's customers. The localities comprise the region, and fulfilling that information together is part of the natural processes, something that Mrs. K. Hynes does very well.

Chairman Key also stated that with the customer surveys that go out every so often, and through discussions and meetings, he does not believe that it is difficult to put that together. He does not want to be overly satisfied, and wants everyone to understand their strategic position, and how well the 13 jurisdictions are being served. Chairman Key stated that Mrs. K. Hynes is looking into a process to engage the Executive Committee, and engage with the Board, some efficient way to affirm that the mission, vision, and values are what they want them to be as 13 jurisdictions. He challenged her to that, he talked to her about it, had some discussions in the Executive committee, and suggested some resources in that regard so CVWMA can get the affirmation in doing what the 13 jurisdictions would like them to do, and the mission that is established before them.

Furthermore, Chairman Key added that from a measurement standpoint, he is looking forward to hearing the Board's feedback in this regard. He asked if they are measuring the right things so far, and if there are some additional measures that need to be done to show that they are in fact succeeding, completing their missions and objectives, and have some conversations and dialogue as well.

STAFF AGENDA

Item No. 4: 2015 Virginia General Assembly Update

Mrs. K. Hynes, provided the Board with an update on relevant legislation proposed during the 2015 General Assembly session that adjourned the end of February. She mentioned most of the bills that were alive and active at the last meeting have passed both houses and are awaiting the Governor's signature. She mentioned the bill HJ506 which would have directed DEQ to conduct a study of the

long-term impacts of bio-solids and industrial waste on public health and ground water; passed the House and the Senate tried to engross a substitute, however, the House rejected it, and the bill died. She also mentioned SB771 which would have directed the Department of Environmental Quality to inventory by July 1, 2016, non-federally managed toxic waste sites in Virginia and publish the inventory at that time and annually thereafter, passed the Senate and was left in the House Appropriations Committee. She is not sure if it was a finance issue that caused it to fail. Mrs. K. Hynes noted that there is a toxic waste report that the DEQ publishes on its website, for some of those facilities and is not sure if it is comprehensive.

Mr. S. Hicks (M-Petersburg) stated that Petersburg is consistently looking at ways to eliminate plastic bags. He continues to have concerns about plastic bags, and feels that it is everyone's roll to make some sacrifice to help eliminate plastic bags, which is a very small piece in the big picture. Mr. S. Hicks mentioned that it is not just because the bags result in litter, but because they also impact storm pipes, drains, ditches, and everything else. He would like to begin the dialogue with each organization on what their thoughts are about plastic bags, and other alternatives.

Mrs. K. Hynes stated that there was a bill that was a little more palatable this year that would allow localities to ban plastic bags from use within their own boundaries which seems to be a lot better than a bag tax. She added that every year there is a plastic bag bill that never seems to go anywhere, and there is a lot of opposition from the retailers because they are less expensive than paper.

Item No. 5: Curbside Recycling Program

Mr. Richard Nolan, CVWMA Director of Operations, reported that February volume was 2,416 tons, down from the previous year, mostly due to inclement weather. He noted that the Authority recognized a 19 ton increase in Petersburg and year to date of 462 tons were reported for Hopewell. He also noted that the average set-out rate for February is 34%, down 1% from the previous year, also mainly weather related. Mr. R. Nolan reported that 559 misses were recorded in Henrico. On a normal month the misses are around 40 in Henrico. Again, this is due to the inclement weather. He mentioned that he and Mrs. K. Hynes witnessed a TFC truck stuck in the process of collecting on an icy road.

Mr. R. Nolan briefly discussed the City of Richmond Recycling Rollout. Some of the issues are still being worked out with the contractor which will be very helpful when the rollout takes place in July. Mr. M. Kukoski (M-Richmond) asked if there has been any improvements with the new carts. Mr. R. Nolan replied that it is still early and the Authority is still waiting for more reliable numbers.

Item No. 6: Municipal Solid Waste (MSW) Program

Mr. Reginald Thompson, CVWMA Operations Technician, reported that February was a challenging month due to the inclement weather. He mentioned that the trash collection in Ashland and Hopewell on Mondays were not affected by the weather. In Ashland, County Waste finished the month with only six misses reported, and Hopewell finished with only 43 misses reported. Mr. R. Thompson added that the trash collection in Colonial Heights was affected by the first storm in February, and the trash collection for the week of Wednesday, February 18th was on a one day slide. He noted that the City of Petersburg was affected by both storms during the last two weeks of February and the last two weeks of trash collection in Petersburg was on a one day slide. In the Tri-Cities area; 41 misses were reported in Colonial Heights before the storm, 31 after the storm, 163 misses in Petersburg, 23 before the storm, 140 after the storms. The Authority averaged 70 misses during the last two weeks of February in Petersburg, with many if not all being storm related.

Item No. 7: Operations and Program Statistics

Recycling Rate Report

Mr. R. Thompson reported that on March 17th Staff participated in a webinar hosted by the DEQ that included information on preparing the Recycling Rate Report, and that Staff is still in the process of gathering data for the 2014 report. He added that requests for information were sent out to 45 recycling processors in early February and so far about half of them have replied. Staff will continue to gather information until the end of the month, along with preparing the report in April, which will be presented at the April Board meeting and submitted to the DEQ by April 30th.

Mr. R. Nolan reported that the Authority signed MOU's on an emergency contract for electronic recycling. The firm the Authority has been using recently E-Waste Technologies, has done a really good job at some of the local events. He mentioned that E-Waste Technologies will be working every Saturday starting March 28th until the end of April at various e-cycling events in different jurisdictions. The events are listed on the CVWMA website. He mentioned that the Authority did receive the \$10,000 check on the CRS bond and it has cleared the bank.

Mr. R. Nolan added that on April 15th, there will be an RFP issued for e-cycling, and on March 17th there was an RFP issued for Chesterfield Tax Relief participants which is due May 1st with a pre-proposal meeting on April 1st at 2:00pm at the Chesterfield General Services building. The award will be presented to the Board in June to be affective on August 1, 2015.

Mr. R. Nolan also mentioned that pricing for commodities that the Authority receives a rebate for has dropped in recent months. As soon as oil prices dropped, OCC, Metal, and Mixed Paper prices also fell. Chesterfield County will be joining the CVWMA Waste Oil Contract April 1, 2015.

Item No.8: Solid Waste Management Plan Update

Mrs. K. Hynes reported the Authority has not received a formal response by the DEQ regarding the 5-year update to the Solid Waste Management Plan. It is still in the review process, however, DEQ indicated they will not have many significant changes or suggested revisions. She attended the Richmond Region Planning District Commission Meeting to present the 5-year update, and they did give her the ok to present the update. Mrs. K. Hynes informed the Board that DEQ filed an appeal related to the East End Landfill permit expansion.

Mrs. K. Hynes mentioned that Staff expects some amendment requests to come to the Board in the next six to eight months.

Item No. 9: Technical Advisory Committee (TAC) Report

Mr. R. Nolan reported that the TAC meeting in March was cancelled due to the inclement weather and will reconvene on the April 2nd meeting. He mentioned that a representative from Bio Fuels will be present at the next TAC meeting to talk about their company. He also mentioned that CVWMA has a contract with Bio Fuels, who collects and recycles cooking oil. The contract expires in August, and no one currently participates in that program so the Authority is giving them an opportunity to talk about their company. Mr. R. Nolan added that if there is an interest, Staff will go forward with renewing the Contract or preparing a Request for Proposals.

Mr. R. Nolan reported that there are a couple of contracts that expire this year: Lead Acid Batteries expires in August 2015 and the CFC removal contract expires in June 2015. These are both eligible for renewal, and it will be discussed at the next TAC meeting. Mr. S. Hicks (M-Petersburg) asked

how the attendance is at the TAC meetings. Mr. R. Nolan stated that it varies and depends on the subject of the meetings.

Item No. 10: Financial Reports for February 2015

Mr. Marc René, CVWMA Finance and Administrative Officer, reported that as of February 28, 2015, the Authority has a combined net income of about \$184,000 year to date. Mr. René noted that the financial reports are consistent with previous months and that CVWMA is on target with both budget and previous years to break even. He added that the Authority did receive the \$10,000 Special Waste Collection bond, and it has been received and deposited.

A motion was made by Mr. J. Burrell (M-New Kent), seconded by Mr. R. Whiteman (M-Henrico) and carried that the Financial Reports for February 2015 be approved, accepted, and filed as submitted.

Item No. 11: Public Information

Waste Reduction News

Mrs. Nancy Drumheller, CVWMA Public Information Coordinator, reported that the March electronic newsletter included articles on CVWMA Collections and Inclement Weather. Staff is utilizing other alternatives such as social media, website, and email to let the public know about inclement weather delays, as we sometimes have multiple messages from multiple contractors; local TV is no longer a good venue. She mentioned that other articles included; Upcoming Electronics Recycling Collections, Household Hazardous Waste (HHW) Collections, and CVWMA's 25th Anniversary. Mrs. N. Drumheller also mentioned the newsletter was distributed electronically to over 1,100 email subscribers, and the monthly statistics continue to show that the open click rate is still above industry standard as the public continues to use this as an educational resource for current information.

Snow Messaging

Mrs. N. Drumheller added that recent snow and ice storms impacted the Hotlines and customer service representatives. She mentioned Staff has conveyed snow messaging for two separate snow storms to the public in a variety of media venues on a daily basis. Mrs. N. Drumheller reported that the Call Center Supervisor along with one full time and one part time representative responded to 5,676 calls during the month of February, which was four more calls than they processed in January, after the calendar mailing. She also mentioned that out of 5,676 calls, over 2,100 were general calls for collection pickup information. She recognized Ms. Stephanie Breaker, CVWMA Customer Service Supervisor, and her staff for their excellent customer service and kindness to the callers.

Promotion and Outreach

Mrs. N. Drumheller informed the Board that Staff has been doing a lot of training with Mrs. Denise Ritchie, CVWMA Recycling Education and Outreach Specialist, regarding CVWMA programs that each locality participates in. She mentioned that Staff responded to six requests for the month of February, and of these requests, two were for presentations and three were for educational materials. Mrs. N. Drumheller reported that the Authority impacted an estimated 182 people, distributed 512 educational materials. Staff has a lot of programs scheduled in March, and even more scheduled for the month of April.

Scout Program

Mrs. Drumheller noted that Staff continues to work on implementing the Scout program and shared that Members of Girl Scout Troop 893 (Midlothian) are doing a recycling drive as well as helping Staff with educational handouts. She mentioned that the Authority wanted to personally thank Ms. Lana Agostini (M-Richmond) for her efforts in promoting the patch program to the scouts affiliated with her home church, Pilgrim Journey Baptist Church (Henrico). Mrs. N. Drumheller added that on March 8th, members of Pilgrim Journey Baptist Church Troop 3824, made displays, talked to church members about the importance of recycling; they handed out recycled pencils as well as reusable bags they purchased. In addition, they saved aluminum can tops for Ronald McDonald House. Staff thanked Ms. L. Agostini (M-Richmond) for her efforts and support and deferred to Ms. L. Agostini (M-Richmond) for additional comments on this program. Ms. L. Agostini (M-Richmond) stated that Pilgrim Journey Baptist Church is her church and it is really important that they got involved considering they have a large size scout troop so she kept pushing the Troop to take advantage of CVWMA's scout patch. She mentioned that it was nice to see how the younger generation was excited about sharing how important recycling is with the older generation. She encouraged everyone to push recycling education.

CVWMA Website and Email Reminder

Mrs. N. Drumheller reported that over 12,800 unique visitors viewed over 22,000 pages, and the pages viewed directly correlate with all of the weather impacts to both recycling and trash collections. She added that the top pages include the CVWMA homepage, Curbside Recycling Collection page and then the Locations pages. She also added that over 5,400 visits to CVWMA News feed and 271 new emails added to the Curbside Recycling Email Reminder database the month of February.

Medication Take-Back Collection Event

Mrs. N. Drumheller mentioned the Chesterfield County Police Department in partnership with SAFE, the county's substance abuse prevention coalition, will be hosting a medication take back event on March 25, 2015 from 11 am- 3 pm at the Clover Hill Police Support Facility. She added that this is not the event that the Authority would typically promote, and that the event is spearheaded by the by Drug Enforcement Agency (DEA).

Mr. S. Chidsey (M-Hanover) clarified that the Drug Enforcement Agency (DEA) will not be helping with the drug take back collection events.

Item No. 11: Administrative

Mrs. K. Hynes reported that CVWMA 25th Anniversary is in December and CVWMA is kicking it off with the Richmond Kickers game on May 2, 2015. She encouraged the Board to come to the game; the gates open at 6:00pm and the game starts at 7:00pm. She added that during half time there will be recognition of CVWMA, mascot fun as well as using it as an educational opportunity to reach the kids as well as their parents attending the game. Mrs. K. Hynes also mentioned that the Authority is planning a formal event in September that Mr. R. Dunn (M-Chesterfield) which is also celebrating his 25th year on the Board, and Erica Trout, a former CVWMA employee and now works for Virginia Recycling Association and SWANA are helping the Staff plan. She noted that it will likely be on a Thursday evening.

Mrs. K. Hynes informed the Board that she will be out of the office the week of April 6th. She reintroduced Ms. S. Breaker, and mentioned that she will be attending some of the Board meetings to listen, gain information, and invited the Board to introduce themselves to her if they have not met her.

Chairman Key recognized Ms. S. Breaker and her staff, and commended the Call Center Representatives for turning difficult moments into learning moments, which is a skill and a talent. The Board really appreciates the work she and her staff does, especially handling the complaints gracefully.

Old/New Business

Mr. R. Whiteman (M-Henrico) asked what the difference is between the various County Waste trucks and County Recycling trucks. Mr. R. Nolan explained that they are trying to show the difference between the trucks picking up the recycling and trash. Mr. R. Whiteman (M-Henrico) asked where they are taking their recycling. Mr. R. Nolan added that they take their recycling to their Material Recovery Facility (MRF) located adjacent to Shoosmith's Landfill.

With no further business to come before the Board, Chairman Key opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 9:44 a.m. The motion was made by Mr. R. Whiteman (M-Henrico), seconded by Mr. J. Burrell (M-New Kent) and carried that the March 20, 2015 Board of Directors' meeting be adjourned.



CERTIFICATE

I, Robert C. Key, Chairman of the CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the March 20, 2015 regular meeting of the Central Virginia Waste Management Authority (CVWMA) Board of Directors. These minutes were adopted at a CVWMA Board meeting held at 9:00 a.m., April 17, 2015. Given under my hand and seal of the CVWMA this 17th day of April 2015.

Robert C. Key, Chairman

**STAFF AGENDA
ITEM NO. 4**

TREASURER'S REPORT

Financial Reports for March 2015

The financial activity is consistent with previous months and the Authority continues to remain within total budget in all funds as of March 31, 2015. The CVWMA has a combined Net Income of about \$144,000 year to date. The Net Income will continue to decrease, as expenses are incurred in the last quarter of the fiscal year.

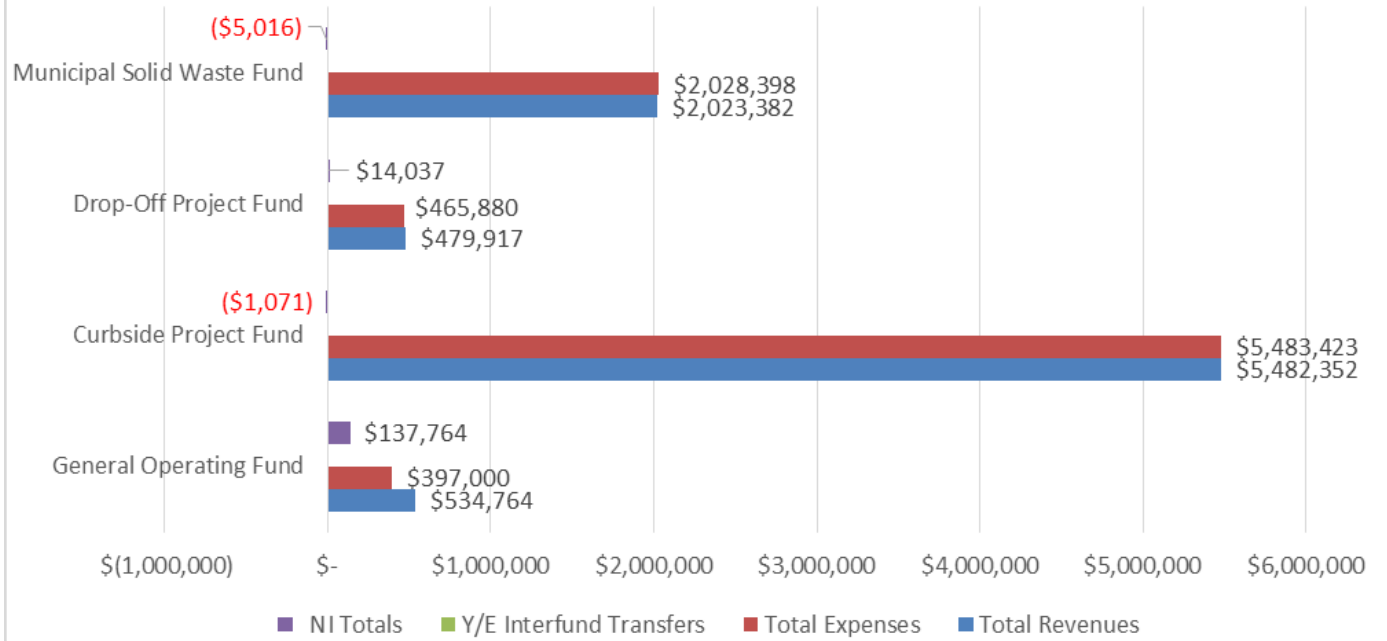
Recommended Action: Approval of the March 2015 Treasurer's Report

Attachments

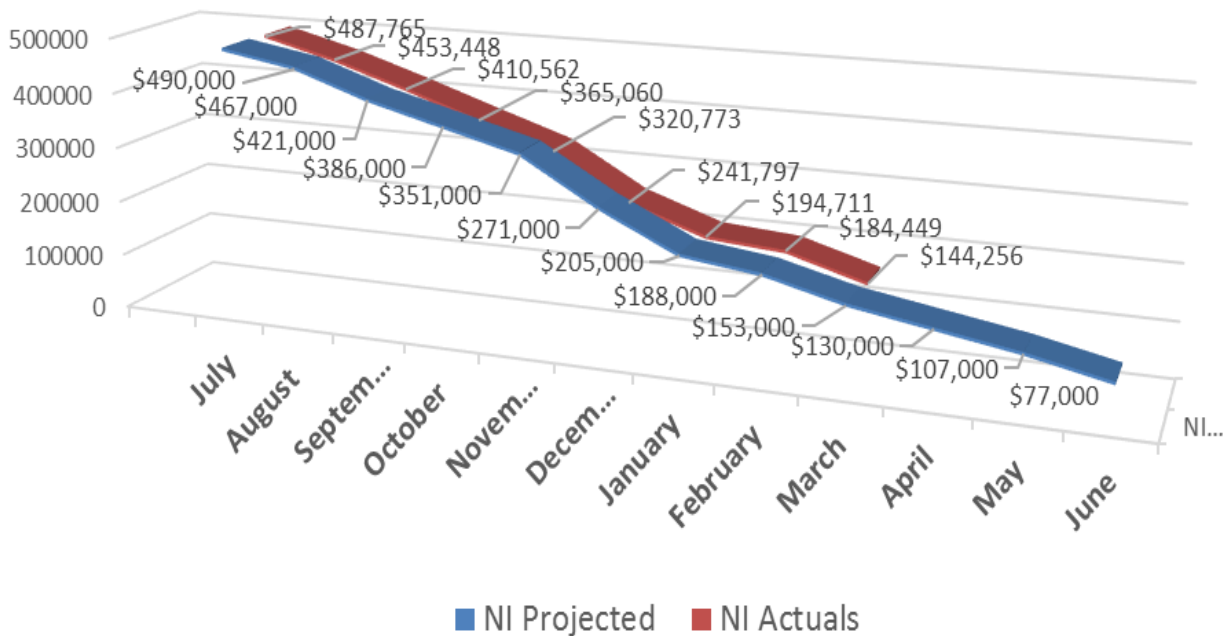
Central Virginia Waste Management Authority
Summary Statement of Actual Revenues and Expenses By Fund
July 2014 – March 2015

Summary - All Funds				
	Total	Total	Y/E Interfund	
	<u>Revenues</u>	<u>Expenses</u>	<u>Transfers</u>	<u>NI Totals</u>
General Operating Fund	\$ 534,764	397,000	\$ -	\$ 137,764
Curbside Project Fund	5,482,352	5,483,423	-	(1,071)
Drop-Off Project Fund	479,917	465,880	-	14,037
Municipal Solid Waste Fund	2,023,382	2,028,398	-	(5,016)
CFC/HCFC	12,260	12,260	-	-
Special Waste Collections	116,320	117,777	-	(1,457)
Waste Tire Fund	31,720	31,720	-	-
Appliance and Scrap Metal Hauling	236,486	236,486	-	-
Yard Waste Projects	201,084	201,084	-	-
Waste Transfer & Disposal	<u>783,463</u>	<u>783,463</u>	<u>-</u>	<u>-</u>
Totals	<u>\$ 9,901,748</u>	<u>\$ 9,757,492</u>	<u>\$ -</u>	<u>\$ 144,256</u>
Capital Outlay:	<u>Month to date</u>	<u>Year to date</u>	<u>Budget</u>	<u>Variance</u>
Computer equipment	\$ -	\$ 45,000	\$ 45,000	\$ -
Office equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>\$ -</u>
Total Capital Outlay	<u>\$ -</u>	<u>\$ 45,000</u>	<u>\$ 45,000</u>	<u>\$ -</u>

Revenue Against Expenses 2014-2015 Major Fund



NI Projected Vs. Actual 2014-2015



Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2014 – March 2015

General Operating Fund					
	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Annual Gov't Assessments	\$ -	\$ 533,205	\$ 533,205	\$ 0	0.0%
Miscellaneous/Other	-	-	-	-	0.0%
Interest on Investments	108	1,559	4,000	(2,441)	-61.0%
Sponsorships and Grants	-	-	-	-	0.0%
Total Revenues	108	534,764	537,205	(2,441)	-0.5%
Expenses:					
Personnel services	30,059	262,759	344,550	81,791	23.7%
Fringe benefits	6,594	61,386	96,850	35,464	36.6%
Professional services	1,623	25,271	27,775	2,504	9.0%
Repairs and maintenance	87	659	2,925	2,266	77.5%
Advertising and promotions	64	909	2,250	1,341	59.6%
Materials and supplies	313	3,716	5,100	1,384	27.1%
Other services and charges	377	10,468	22,010	11,542	52.4%
Leases	3,279	29,357	41,315	11,958	28.9%
Depreciation	284	2,474	5,200	2,726	52.4%
Total Expenses	42,680	396,999	547,975	150,976	27.6%
Transfers In (Out)	-	-	-	-	
Totals	\$ (42,572)	\$ 137,765	\$ (10,770)	\$ 148,535	
Capital Outlay:					
	Month to Date	Year to Date	Budget	Variance	
Computer equipment	\$ -	\$ 10,000	\$ 10,000	\$ -	
Office equipment	-	-	-	\$ -	
Vehicular equipment	-	-	-	\$ -	
Total Capital Outlay	\$ -	\$ 10,000	\$ 10,000	\$ -	0.0%

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2014 – March 2015

Curbside Project Fund					
	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Project Service Fees	508,741	4,614,119	6,510,000	\$ 1,895,881	29.1%
Public Relations Assessment	17,322	156,789	209,000	52,211	25.0%
Customer Service Assessment	18,421	166,454	224,000	57,546	25.7%
96-gal Cart Revenue	11,403	91,641	100,380	8,739	8.7%
Materials Sales Rebate	45,020	443,349	-	(443,349)	-
Contract Admin Costs	-	-	-	-	0.0%
Sponsorships and Grants		10,000	10,000	-	0.0%
Interest on Investments	-	-	1,500	1,500	100.0%
Total Revenues	<u>600,907</u>	<u>5,482,352</u>	<u>7,054,880</u>	<u>1,572,528</u>	<u>22.3%</u>
Expenses:					
Personnel services	15,558	129,225	180,075	50,850	28.2%
Fringe benefits	6,204	43,300	52,600	9,300	17.7%
Professional services	2,210	27,273	29,260	1,987	6.8%
Repairs and maintenance	367	3,843	3,190	(653)	-20.5%
Advertising and promotions	3,740	43,101	75,285	32,184	42.7%
Materials and supplies	176	2,650	4,560	1,910	41.9%
Other services and charges	590	64,999	69,410	4,411	6.4%
Leases	2,262	19,719	26,500	6,781	25.6%
Depreciation	711	5,845	8,000	2,155	26.9%
Contractual services	508,689	4,613,755	6,510,000	1,896,245	29.1%
Materials Sales Rebate	45,020	443,349	-	(443,349)	-
96-gal Cart Expense	<u>11,620</u>	<u>86,365</u>	<u>96,000</u>	<u>9,635</u>	10.0%
Total Expenses	<u>597,147</u>	<u>5,483,424</u>	<u>7,054,880</u>	<u>1,571,456</u>	<u>22.3%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ 3,760</u>	<u>\$ (1,072)</u>	<u>\$ -</u>	<u>\$ 1,072</u>	
Capital Outlay:					
	<u>Month to Date</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>	
Computer equipment	\$ -	\$ 30,000	\$ 30,000	\$ -	
Office equipment	-	-	-	\$ -	
Total Capital Outlay	<u>\$ -</u>	<u>\$ 30,000</u>	<u>\$ 30,000</u>	<u>\$ -</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2014 – March 2015

Drop Off Project Fund					
	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Project Service Fees	\$ 38,687	\$ 343,563	\$ 530,000	\$ 186,437	35.2%
Materials Sales Rebate	13,585	136,354	100,000	\$ (36,354)	-36.4%
Interest on Investments	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Total Revenues	<u>52,272</u>	<u>479,917</u>	<u>630,000</u>	<u>150,083</u>	<u>23.8%</u>
Expenses:					
Personnel services	356	3,260	5,630	2,370	42.1%
Fringe benefits	156	1,356	2,040	684	33.5%
Professional services	14	417	450	33	7.3%
Repairs and maintenance	9	47	60	13	21.7%
Advertising and promotions	-	-	1,000	1,000	100.0%
Materials and supplies	30	171	40	(131)	-327.5%
Other services and charges	48	222	360	138	38.3%
Leases	50	808	1,100	292	26.5%
Contractual services	41,348	343,032	530,000	186,968	35.3%
Materials sales rebate	<u>8,708</u>	<u>116,567</u>	<u>75,000</u>	<u>(41,567)</u>	<u>-55.4%</u>
Total Expenses	<u>50,719</u>	<u>465,880</u>	<u>615,680</u>	<u>149,800</u>	<u>24.3%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ 1,553</u>	<u>\$ 14,037</u>	<u>\$ 14,320</u>	<u>\$ 283</u>	

**Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2014 – March 2015**

Municipal Solid Waste Fund					
	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Project Service Fees	\$ 224,343	\$ 2,005,132	\$ 2,587,280	\$ 582,148	22.5%
Customer Service Assessment	984	17,550	29,400	\$ 11,850	40.3%
Contract Admin Costs	-	700	-	\$ (700)	0.0%
Interest on Investments	<u>-</u>	<u>-</u>	<u>500</u>	<u>\$ 500</u>	<u>100.0%</u>
Total Revenues	<u>225,327</u>	<u>2,023,382</u>	<u>2,617,180</u>	<u>593,798</u>	<u>22.7%</u>
Expenses:					
Personnel services	1,071	10,070	14,365	4,295	29.9%
Fringe benefits	516	4,454	5,030	576	11.5%
Professional services	231	3,170	3,815	645	16.9%
Repairs and maintenance	30	673	760	87	11.4%
Advertising and promotions	-	50	2,000	1,950	99.0%
Materials and supplies	24	458	1,250	792	63.4%
Other services and charges	182	931	1,530	599	39.2%
Leases	275	2,124	2,700	576	21.3%
Depreciation	84	667	1,000	333	33.3%
Contractual Services	<u>224,343</u>	<u>2,005,800</u>	<u>2,587,280</u>	<u>581,480</u>	<u>22.5%</u>
Total Expenses	<u>226,756</u>	<u>2,028,397</u>	<u>2,619,730</u>	<u>591,333</u>	<u>22.6%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (1,429)</u>	<u>\$ (5,015)</u>	<u>\$ (2,550)</u>	<u>\$ 2,465</u>	
Capital Outlay:					
	<u>Month to Date</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>	
Computer equipment	\$ -	\$ 5,000	\$ 5,000	\$ -	
Office equipment	\$ -	\$ -	\$ -	\$ -	
Total Capital Outlay	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>	<u>\$ -</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2014 – March 2015

Other Special Projects					
	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Project Service Fees	\$ 99,106	\$ 1,085,104	\$ 2,185,000	\$ 1,099,896	50.3%
Materials Sales Rebate	14,531	296,080	250,000	\$ (46,080)	-18.4%
Contract Admin Cost	-	150	-	\$ (150)	0.0%
Interest on Investments	<u>-</u>	<u>-</u>	<u>-</u>	<u>\$ -</u>	<u>0.0%</u>
Total Revenues	<u>113,637</u>	<u>1,381,334</u>	<u>2,435,000</u>	<u>1,053,666</u>	<u>43.3%</u>
Expenses:					
Personnel services	-	-	-	-	
Fringe benefits	-	-	-	-	0.0%
Professional services	-	-	-	-	0.0%
Repairs and maintenance	-	-	-	-	0.0%
Advertising and Promotions	-	175	1,000	1,000	0.0%
Materials and supplies	-	-	-	-	0.0%
Other services and charges	-	-	-	-	0.0%
Contractual services	100,607	1,087,074	2,185,000	1,097,926	90.0%
Materials sales rebate	<u>14,532</u>	<u>295,542</u>	<u>250,000</u>	<u>(45,542)</u>	<u>-18.2%</u>
Total Expenses	<u>115,139</u>	<u>1,382,791</u>	<u>2,436,000</u>	<u>1,053,384</u>	<u>43.2%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (1,502)</u>	<u>\$ (1,457)</u>	<u>\$ (1,000)</u>	<u>\$ 282</u>	

CONSIDERATION OF RESOLUTION 15-16: AMENDING THE SOLID WASTE TRANSPORTING AND DISPOSAL SERVICES CONTRACT

The Solid Waste Transporting and Disposal Services Contract between the Central Virginia Waste Management Authority (CVWMA) and Virginia Waste Services (VWS) dated December 14, 2012 is for a period beginning July 1, 2013 and ending June 30, 2023. This Contract currently provides for the hauling and disposal of Municipal Solid Waste (MSW) from the Chesterfield Northern and Southern Convenience site locations. In addition to rates for hauling and disposal, VWS also provides a rate for an equipment operator with a backhoe and rental rates for roll-off services.

The first addendum to this contract added a rate for an equipment operator *only* for the Northern and Southern Convenience Center locations of Chesterfield County. This addendum went into effect in October 2014.

In the Contract, the haul rate for waste from the Southern Area Convenience Center site to VWS for a 55 cubic yard container is \$40 per haul. This amendment requests an additional rate be added to the Contract for a smaller 40 cubic yard container at a rate of \$29.00 per haul.

Attached is **Resolution 15-16** authorizing the Executive Director to execute this addendum to the Solid Waste Transporting and Disposal Service Contract and the Special Project Service Agreement with Chesterfield County.

Recommended Action: Approval of **Resolution 15-16**

Attachment.

RESOLUTION 15-16

A resolution authorizing an addendum to the Solid Waste Transporting and Disposal Services Contract between the CVWMA and Virginia Waste Services and the Special Project Service Agreement between CVWMA and Chesterfield County.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

Whereas, the report included as Staff Agenda Item No. 8 of the April 2015 Board Agenda identified the mutual interest by the Central Virginia Waste Management Authority and Virginia Waste Services, to provide a rate for providing and hauling a 40 cubic yard container from the Southern Area Convenience Center in the Contract; and

Whereas, the Executive Director is authorized, subject to General Counsel's review and approval, to execute an addendum to the Contract for Solid Waste Transporting and Disposal Services between the Central Virginia Waste Management Authority and Virginia Waste Services; and

Whereas, the Executive Director is authorized, subject to General Counsel's review and approval, to execute an amendment to the Special Project Service Agreement between the Central Virginia Waste Management Authority and Chesterfield County.

THEREFORE, BE IT RESOLVED, that this resolution shall be in full force and effect upon its passage.

Adopted this 17th of April, 2015

ATTEST: _____
Robert C. Key, Chair

REMINDER

THE CVWMA REGULAR BOARD OF DIRECTORS' MEETING IS SCHEDULED FOR FRIDAY, APRIL 17, 2015 LOCATION



**LARGE MEETING ROOM
PRINCE GEORGE LIBRARY
6605 COURTS DR., PRINCE GEORGE, VIRGINIA
9:00 a.m.
DIRECTIONS FROM I-95 South and I-295:**

☞ **From I-95 South:**

- Take Exit 50 – US460E Business
- Toward County Drive - .9 miles.
- Merge onto Winfield Road - .2 miles.
- Continue onto County Drive for 2.4 miles.
- Left onto VA-106N/Courthouse road for
- 2.5 miles
- At the traffic circle, continue straight to stay
- On VA-106N/Courthouse for .6 miles.
- Turn left on Administration Drive.
- Take left onto Courts Drive.
- 6605 Courts Drive on the left.

☞ **From I-295**

- Take Exit 9B onto VA-36W/Oaklawn Blvd toward Fort Lee (immediately get in the left lane).
- Left at light onto State Route 630/Jefferson
- Park Road.
- Go 2.8miles; at the traffic circle take 3rd exit onto State Route 634/Allin Road.
- After .6 miles, at the traffic circle take 2nd exit onto VA-106N/Courthouse Road.
- After .7 miles, turn left on Administration Drive, take 1st left onto Courts Drive.
- 6605 Courts Drive on the left.