



**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS MEETING AGENDA  
APRIL 21, 2017  
CRATER PLANNING DISTRICT COMMISSION  
PETERSBURG, VIRGINIA**

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

**CHAIRMAN'S AGENDA**

**CERTIFICATION OF QUORUM**

<b>ITEM NO.</b>	<b>Page(s)</b>
1. Public Comment Period	
2. Minutes of Regular Meeting of March 17, 2017	<b>3 – 10</b>
3. Chairman's Report Appointment of Nominating Committee	
4. Treasurer's Report Financial Reports for March 2017	<b>11 – 18</b>
5. Strategic Plan – 3 <sup>rd</sup> Quarterly Update	

**STAFF AGENDA**

**ITEM NO.**

6. 2016 Recycling Rate Report	
7. Residential Recycling Program Update	
8. Municipal Solid Waste (MSW) Program Update	
9. Operations and Program Statistics	
10. <b>Consideration of Resolution 17-10:</b> Awarding the Contract for Textile Collecting and Recycling	<b>19 - 20</b>
11. <b>Consideration of Resolution 17-11:</b> Amending the Solid Waste Transporting and Disposal Services Contract	<b>21 – 22</b>



12. Technical Advisory Committee Report
13. Earth Day 2017
14. Public Information
15. Administrative

#### **OLD/NEW BUSINESS**

#### **ADJOURNMENT**

#### **Upcoming Meetings:**

Technical Advisory Committee – Thursday, May 4, 2017 – 9:00 a.m.

Executive Committee Meeting – Tuesday, May 9, 2017 – 2:00 p.m.

Board of Directors Meeting (Richmond) – Friday, May 19, 2017 – 9:00 a.m.

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 17, 2017**

The minutes of the regular Board of Directors meeting held March 17, 2017, are presented for your consideration and approval.

**Recommended Action:**      Approval of minutes.

Attachments

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES  
MARCH 17, 2017  
2104 WEST LABURNUM AVENUE  
RICHMOND, VIRGINIA**

**MEMBERS/ALTERNATES PRESENT**

**Voting:**

J. Allen Lane (M-Henrico), Chairman  
Marcia R. Phillips (M-Chesterfield), Vice-Chair  
Mark Kukoski (M-Richmond), Treasurer  
Edward Watson (M-Hopewell), Director  
Lee Slöppy (M-Ashland)  
Robert L. Dunn (M-Chesterfield)  
William E. Henley (A-Colonial Heights)  
Dwayne Jones (A-Goochland)  
Stephen Chidsey, (M-Hanover)  
Michael Flagg (A-Hanover)  
Robert C. Whiteman (M-Henrico)  
Marcia E. Kelley (M-Henrico)  
James H. Burrell (A-New Kent)  
George Poulson (M-Prince George)  
David McNeel (M-Richmond)

**MEMBERS/ALTERNATES NOT PRESENT**

Jennifer Schontag (A-Ashland)  
Mike Mee (M-Charles City)  
Zach Trogdon (A-Charles City)  
Scott Zaremba (M-Chesterfield)  
Leigh Dunn (M-Goochland)  
Scott Wyatt (M-Hanover)  
Randy Hardman (A-Hanover)  
Arthur D. Petrini (A-Henrico)  
Patricia Paige (M-New Kent)  
Daniel Harrison (M-Petersburg)  
William Riggleman (A-Petersburg)  
Elliot Danburg (M-Powhatan)  
Johnny Melis (A-Powhatan)  
Rod M. Compton (A-Prince George)  
Dr. Emmanuel Adediran (M-Richmond)  
Johnnie Allen (A-Richmond)

**Non-Voting:**

Jeffrey T. Howard (A-Chesterfield)  
Clay Bowles (A-Chesterfield)  
Jon Clary (A-Henrico)  
Bentley P. Chan (A-Henrico)  
Monique Robertson (A-Hopewell)

**Staff:**

Kimberly A. Hynes, Executive Director  
Richard Nolan, Director of Operations  
Teresa Eckhout, Accounting and Financial Manager  
Reginald D. Thompson, Operations Technician  
Erica Long, Part-time Administrative Assistant

**Guests:**

With a quorum in attendance Chairman J. Allen Lane (M-Henrico) called the meeting to order at 9:01 a.m.

## **CHAIRMAN'S AGENDA**

### **Item No. 1: Public Comment Period**

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

### **Item No. 2: Minutes of the Regular Meeting of February 17, 2017**

Chairman Lane opened the floor for a motion to accept the minutes of the regular meeting of February 17, 2017 as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. R. Whiteman (M-Henrico), and carried that the minutes of the February 17, 2017 Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting be approved as submitted.

### **Item No. 3: Chairman's Report**

## **STAFF AGENDA**

### **Item No. 4: 2017 Virginia General Assembly Wrap-Up**

Mrs. Kim Hynes, CVWMA Executive Director, provided the Board with an update on relevant legislation proposed during the 2017 General Assembly session. She referred the Board to a listing of bills being monitored by CVWMA in the Board package.

Mrs. K. Hynes pointed out that HB2402 Virginia Freedom of Information Act which would make willful violations of FOIA grounds for termination of employees, passed the House but failed to report on the Senate side. She mentioned SB795 would require local government to post listings of all funds expended on their website, passed the Senate and failed in the House subcommittee. SJ278, which would establish a study on the taxing authorities of local governments passed the Senate unanimously and failed to report out of committee in the House. Finally, she mentioned HB2251 Virginia Retirement System which would require the establishment of an optional defined contribution retirement plan for state and local employees passed the House, but not the Senate and conferees were appointed, however no action was taken so the bill failed. Mrs. K. Hynes stated that adjournment was on February 25, 2017.

### **Item No. 5: Residential Recycling Program Update**

Mr. Rich Nolan, CVWMA Director of Operations, reported that the total tonnage collected year to date is 25,173 tons, a little less than last year. He mentioned that last year was a leap year so there were less collection days this year compared to last. He reported a large decrease in Chesterfield County compared to last year, of 1,291 tons. He added that the City of Richmond is up 495 tons, and Henrico is up 83 tons. Mr. R. Nolan reported that the major decrease in tons in Chesterfield County, is due to County Waste collecting 2,000 tons of materials some of which the Authority used to collect. Mr. R. Nolan mentioned CVWMA has received \$469,000 in recycling rebate fiscal year to date. He added that the Authority received \$21.73/ton last month in rebate, compared to the

minimum amount received of \$20.00/ton. An increase in commodity pricing provided the increase in rebate revenue. Mr. R. Nolan added that there was a total of 268 misses in February compared to 493 in 2016.

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

Mr. Reggie Thompson, CVWMA Operations Technician, reported that the month of February was a great month for County Waste and CFS. Staff recorded six misses in Ashland and 14 misses for the Chesterfield tax relief program for County Waste. Mr. R. Thompson reported that CFS had a record month with only 60 misses recorded from the entire Tri-City region. He reported in Colonial Heights, 13 misses were recorded, 28 misses in Hopewell and 19 misses in Petersburg. Mr. R. Thompson mentioned that CFS is also current on their cart deliveries and has another shipment of carts scheduled for delivery in March.

**Item No. 7: Operations and Program Statistics**

Mr. R. Thompson reported that Staff is still collecting data for the 2016 Recycling Rate Report. He added that CVWMA is waiting for a few processors to respond to the request for information. He added that the 2016 Recycling Rate Report will be completed and presented at the April Board meeting and submitted to the DEQ by April 30, 2017.

Mr. R. Nolan stated that the February program statistics were available for the Board. He mentioned commodity prices continue to increase. Mr. R. Nolan reported for the month of February the pricing for mixed paper increased from \$90/ton to \$100/ton; the pricing for cardboard increased from \$145/ton to \$185/ton. In addition, he stated that because of the commodity increases the drop-off programs are receiving a co-mix rebate for the roll-off material of the maximum \$25/ton for revenue.

Mr. R. Nolan reported the following events are coming up: Henrico County will have an recycling event on April 1<sup>st</sup> at Twin Hickory Library; April 15<sup>th</sup> Prince George is collecting household hazardous waste; April 22<sup>nd</sup> Powhatan is providing Tires and e-waste collection; and April 29<sup>th</sup> Hanover will be collecting e-waste (including hard drive shredding), household hazardous waste, and latex paint. He added events in May coming up include: May 6<sup>th</sup> City of Richmond and Henrico will host e-waste events; and May 20<sup>th</sup> Chesterfield County will host e-waste collection including hard drive shredding.

**Item No. 8: Technical Advisory Committee (TAC) Report**

Mr. R. Nolan reported that the TAC had a guest speaker from Yuck Old Paint on March 2<sup>nd</sup>. She gave a presentation on recycling latex and oil based paint. He mentioned that Hanover County will be a part of a pilot program where Yuck Old Paint will be accepting latex paints at their event on April 29<sup>th</sup>. Mr. R. Nolan explained that the company recycles the paint by donating to theaters as well as shipping the paint overseas where American paint is more environmentally friendly because it is lead free.

Mr. R. Nolan discussed the upcoming expiring contracts. He mentioned that the proposals for Textile Recycling are due on March 17<sup>th</sup> and the disaster relief and debris monitoring proposals are due on March 24<sup>th</sup> with a lot of strong proposals expected. He added that Staff has formed a selection committee to discuss the proposals and will have resolutions awarding the contracts at the April board meeting.

Mr. R. Nolan reported that Staff approved a banner for the various convenience centers and are still working on the design for the flag to promote the acceptance of the new commodities. He stated that the next TAC meeting is scheduled for April 6, 2017.

Mrs. K. Hynes mentioned that the Yuck Old Paint Company is just another avenue to get latex paint recycled. She stated that this provides an alternative use for the latex paint and this might be something that the CVWMA may develop in the future. She noted that Yuck Old Paint also does residential recycling for paint as well.

## **Item No. 9: Public Information**

### ***Earth Day 2017***

Mrs. K. Hynes reported that Staff is busy preparing for April programs and local grassroots events. She mentioned that Staff will be participating in Earth Day events in Chesterfield County, the City of Colonial Heights, New Kent County, Powhatan County, and the City of Richmond. In addition, Mrs. K. Hynes stated that Mrs. Nancy Drumheller, CVWMA Public Affairs Manager, has been asked to present during the “Lunch and Learn Series” hosted by the Supreme Court of Virginia, to employees on April 7<sup>th</sup>. She added that Mrs. N. Drumheller also has a session during the Virginia DEQ Earth Week on April 19<sup>th</sup>.

Mrs. K. Hynes reported that Staff has updated the CVWMA Earth Day webpage and the CVWMA’s Earth Day Pinterest education board. She added that the April 2017 Waste Reduction News electronic newsletter will include Earth Day information and links to local events.

Mrs. K. Hynes stated that several of the localities are offering special collection events during the month of April and the date for the national Prescription Drug Take Back Day is Saturday, April 29. Local take back events will be listed on the Drug Enforcement Administration website starting April 1<sup>st</sup>. She added the Hanover County Sheriff’s Office will be hosting their take back day event as part of the Hanover County Public Works event on April 29<sup>th</sup>, from 10 am – 2 pm at the Mechanicsville Convenience Center.

### ***Waste Reduction News***

Mrs. K. Hynes, reported that the March 2017 Waste Reduction News electronic newsletter included: Recycling and Litter Prevention, Did You Know? Upcoming Electronics Recycling Events, and Stay Connected with CVWMA. Mrs. K. Hynes added that the e-newsletter was distributed to 1,185 email subscribers. She stated that monthly statistics show that the open click rate of 25.4 % continues to be above industry standard of 20.9% and the top links clicked include: [//cvwma.com/events](http://cvwma.com/events); [//cvwma.com/locations](http://cvwma.com/locations); and [//cvwma.com/education/ journey-to-the-mrf](http://cvwma.com/education/journey-to-the-mrf)

### ***Electronics Recycling Collection Event***

Mrs. K. Hynes reported that Staff distributed a listing of locality electronics recycling events scheduled for April and May to over 5,600 subscribers. She mentioned that many of the collections also include document shredding, hazardous household waste, and tires.

### ***Goochland Residential Recycling Program Additions***

Mrs. K. Hynes reported that County of Goochland added 103 homes in The Parke at Saddlecreek subdivision to its residential recycling program. She mentioned that Staff added the addresses to the

Call Center database and mailed a letter to each homeowner with collection date, accepted items, and container information. The first collection will take place on Friday, March 31<sup>st</sup>.

### ***Promotion and Outreach***

Mrs. K. Hynes is pleased to report that Denise Ritchie, CVWMA Recycling Education and Outreach Specialist, celebrated her two-year anniversary with CVWMA on February 16, 2017.

Mrs. K. Hynes reported that Staff responded to 21 requests for the month, and of these requests, 16 were for presentations and four were for educational materials. In addition, Staff received one request to serve on a judging panel. Staff estimates impacting over 622 people and distributed 4,034 educational materials.

Mrs. K. Hynes reported several events that are coming up which include; Science After Dark, Science Museum of VA (March 17), Mascot Reading Day at Children's Museum of Richmond-Central Location (March 18), VT Public Administration Graduate Program Class (March 23), Hopewell Public Schools Fine Arts Festival, Career Day at New Kent County Middle School (March 31). She thanked Mr. Bob Dunn (M-Chesterfield) for sending the Authority photos of an exhibit in Florida, which was made from marine litter. Staff researched the exhibit and found out that Washed Ashore is a new exhibit at the Science Museum of VA (SMV) and Staff will have a recycling education booth at SMV tonight.

In addition, Mrs. K. Hynes mentioned that Staff is working on participating at local Farmers Markets and at locality summer camp programs. If anyone has a contact name or summer program to provide Staff for recycling education programs, please let us know.

### ***Website Statistics, Social Media, and Curbside Email Reminder***

Mrs. K. Hynes mentioned the website statistical data for the month of February: 16,824 unique visitors made 30,756 visits to 106,647 pages. Mrs. K. Hynes added that the top web pages viewed were: Homepage cvwma.com, Curbside Recycling –What to Recycle, 2017 CVWMA Recycling Schedule (pdf), Curbside Recycling Collection, and Electronics. Event calendar had 502 views and the News feed had 478 items viewed.

Mrs. K. Hynes reported that Staff continues to make daily ongoing posts and tweets with posts, pictures and factoids on new commodities as well as locality specific information. In addition, she mentioned that Staff added 32 new pins to existing boards on the CVWMA Pinterest page during the month of February, including 2,107 viewers for the month as well. She added there were 4,158 impressions for the month. Top "pins" visited include Recycled Christmas (1,788), Motivations (1,087) and Recycled Valentine's Day (838).

Mrs. K. Hynes reported a total of 392 new subscribers signed up for the email reminder in the month of February, with total subscribers now at 27,268 as of February 28, 2017.

### **Item No. 10: Financial Reports for February 2017**

Mrs. Terry Eckhout, CVWMA Accounting and Financial Manager, reported to the Board that the financial activity is consistent with previous months and the Authority continues to remain within total budget in all funds as of February 28, 2017. She added that the Authority has a combined net income of \$192,110 year to date. Mrs. T. Eckhout noted that the accounts receivable schedule is included and reflects the details of the total amounts due to the Authority as of February 28<sup>th</sup>.



Mrs. T. Eckhout reported that the Authority has distributed the check register to the Audit Committee for July 2016 – December 2016. Staff plans to discuss with the outside auditors, Brown and Edwards, the extension of the Audit Contract for another year.

A motion was made by Mr. J. Burrell (A-New Kent), seconded by Mr. R. Dunn (M-Chesterfield) and carried that the Financial Reports for February 2017 be approved, accepted, and filed as submitted.

### **Item No. 11: Administrative**

Mrs. K. Hynes reported the City of Petersburg made a more than \$120,000 payment on March 1, 2017 as well as the current month payment due March 10, 2017. She added that there is one more payment of \$63,500 due March 31, 2017 that will make them current.

Mrs. K. Hynes mentioned she had a meeting with the new administrator in Chesterfield County. She also has a meeting with Mr. Josh Farrar, Town Manager in Ashland today, and she met on March 15<sup>th</sup> with Henrico representatives on the board. Mrs. K. Hynes then introduced Mr. Bentley Chan (A-Henrico), Assistant Director of Public Utilities in Henrico County, serving as the alternate for Mrs. Marcia Kelley (M-Henrico). She also mentioned a meeting on Tuesday, March 21, 2017 in Colonial Heights with the City Council to answer questions about the landfill in Petersburg with CFS and DEQ.

Mrs. K. Hynes reminded the board that she was asked to participate in an eWaste workshop, on June 28<sup>th</sup>.

Mrs. K. Hynes informed the board on the TAC meeting on April 6<sup>th</sup> at 9:00am and she added that the Executive Committee was moved to April 6<sup>th</sup> at 10:30am. She added that she will be on vacation the week of April 10<sup>th</sup>. Mrs. K. Hynes mentioned that the board will be meeting in Petersburg, Virginia for the April 21<sup>st</sup> board meeting.

Mr. J. Clary (A-Henrico) asked if Mrs. K. Hynes could elaborate on the recycling situation. Mrs. K. Hynes stated that Staff has been working with their contractor eWaste Tech, making sure that they are moving the material collected at events. She added that Staff has found that they are holding on to some of the CRT material, and CVWMA has been working with eWaste Tech and their downstream vendor, Novotech to get it cleaned up before the next event. Mr. S. Chidsey (M-Hanover) asked what their response has been. Mrs. K. Hynes stated that they have been working on moving some of the material out of the warehouse and hope to begin moving the CRT material by next Wednesday. Mrs. M. Kelley (M-Henrico) asked what the issue is with storing the material at his warehouse. Mrs. K. Hynes stated that it is against federal regulation to store it for a certain period of time and Staff does not want material to continue to stockpile. She added that Staff has visited the site to see that material is being moved. Mrs. M. Kelley (M-Henrico) asked where the site is located. Mr. R. Nolan stated that it is an old tobacco warehouse off Maury street in Richmond.

### ***Old/New Business***

Mrs. M. Kelley (M-Henrico) reported new business, that there is a new President/CEO of Virginia Economic Development Partnership, Steven Moret. She added that this is the State Economic Development Authority. She asked if it is appropriate for CVWMA to encourage development of industry that would use recyclables such as glass for feedstock or even a glass processor.

With no further business to come before the Board, Chairman Lane opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 9:32 a.m. The motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. R. Whiteman (M-Henrico) and carried that the March 17, 2017 Board of Directors' meeting be adjourned.



**CERTIFICATE**

I, J. Allen Lane, Chairman of the CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the March 17, 2017 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 21, 2017. Given under my hand and seal of the CVWMA this 21<sup>st</sup> day of April 2017.

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**J. Allen Lane, Chairman**

**TREASURER'S REPORT**

*Financial Reports for March 2017*

The financial activity is consistent with previous months and the Authority continues to remain within total budget in all funds as of March 31, 2017. The CVWMA has a combined Net Income of \$133,964 year to date. The Net Income will decrease, as we incur additional expenses within the last quarter of the fiscal year.

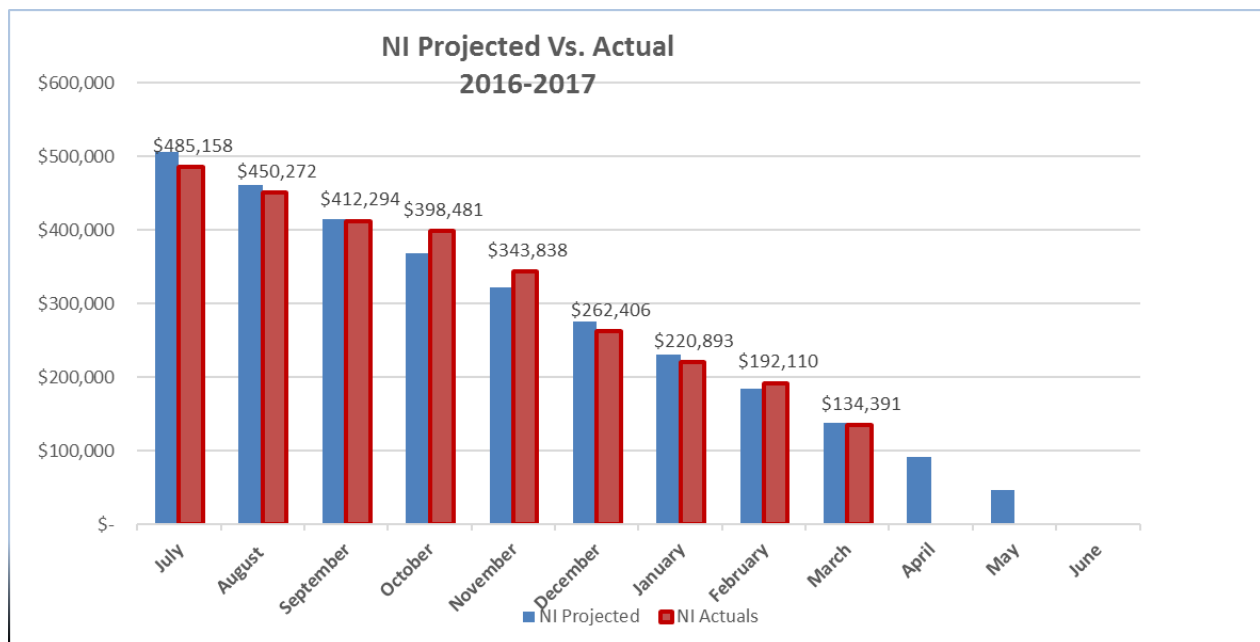
CVWMA Staff will be evaluating projected revenues and expenses as compared to budget and will bring any necessary transfers to the Board in May.

**Recommended Action:** Approval of the March 2017 Treasurer's Report

Attachments

**Central Virginia Waste Management Authority**  
**Summary Statement of Actual Revenues and Expenses By Fund**  
**July 2016 – March 2017**

<b>Summary - All Funds</b>			
	<b>Total</b>	<b>Total</b>	
	<b><u>Revenues</u></b>	<b><u>Expenses</u></b>	<b><u>NI Totals</u></b>
General Operating Fund	\$ 565,299	434,519	\$ 130,780
Curbside Project Fund	6,245,727	6,278,571	\$ (32,844)
Drop-Off Project Fund	638,252	619,815	\$ 18,437
Municipal Solid Waste Fund	2,240,035	2,222,649	\$ 17,386
CFC/HCFC	21,610	21,610	\$ -
Special Waste Collections	150,797	150,797	\$ -
Waste Tire Fund	34,385	34,385	\$ -
Appliance and Scrap Metal Hauling	250,805	250,805	\$ -
Yard Waste Projects	387,321	387,321	\$ -
Waste Transfer & Disposal	1,067,414	1,067,209	\$ 205
<b>Totals</b>	<b><u>\$ 11,601,645</u></b>	<b><u>\$ 11,467,681</u></b>	<b><u>\$ 133,964</u></b>
	<b><u>Month to date</u></b>	<b><u>Year to date</u></b>	<b><u>Budget</u></b>
<b>Capital Outlay</b>	<b><u>\$ 26,836</u></b>	<b><u>\$ 26,836</u></b>	<b><u>\$ 35,000</u></b>



**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July 2016 – March 2017**

<b>General Operating Fund</b>					
	<b>Month to Date</b>	<b>Year to Date</b>	<b>Total</b>		<b>% Budget</b>
	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>	<b><u>Remaining</u></b>
<b>Revenues:</b>					
Annual Gov't Assessments	\$ -	\$ 552,522	\$ 552,520	\$ 2	0.0%
Miscellaneous/Other	-	-	-	-	0.0%
Interest on Investments	1,113	12,777	15,240	(2,463)	-16.2%
Sponsorships and Grants	-	-	-	-	0.0%
<b>Total Revenues</b>	<b>1,113</b>	<b>565,299</b>	<b>567,760</b>	<b>(2,461)</b>	<b>-0.4%</b>
<b>Expenses:</b>					
Personnel services	32,333	293,075	389,290	96,215	24.7%
Fringe benefits	7,364	64,283	82,415	18,132	22.0%
Professional services	1,254	23,238	31,700	8,462	26.7%
Repairs and maintenance	118	705	2,925	2,220	75.9%
Advertising and promotions	486	1,751	1,250	(501)	-40.1%
Materials and supplies	291	2,789	5,500	2,711	49.3%
Other services and charges	1,489	10,558	21,260	10,702	50.3%
Leases	3,597	31,236	43,970	12,734	29.0%
Depreciation	979	6,884	7,500	616	8.2%
Contingencies & Reserves	-	-	-	-	0.0%
<b>Total Expenses</b>	<b>47,911</b>	<b>434,519</b>	<b>585,810</b>	<b>151,291</b>	<b>25.8%</b>
<b>Net Income</b>	<b>\$ (46,798)</b>	<b>\$ 130,780</b>	<b>\$ (18,050)</b>	<b>\$ 148,830</b>	
<b>Capital Outlay</b>	<b>\$ 26,836</b>	<b>\$ 26,836</b>	<b>\$ 25,000</b>	<b>\$ (1,836)</b>	<b>-7.3%</b>

**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July 2016 – March 2017**

<b>Curbside Project Fund</b>					
	<b>Month to Date</b>	<b>Year to Date</b>	<b>Total</b>		<b>% Budget</b>
	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>	<b><u>Remaining</u></b>
<b>Revenues:</b>					
Project Service Fees	\$ 580,682	\$ 5,250,668	\$ 6,947,080	\$ 1,696,412	24.4%
Public Relations Assessment	17,461	158,138	214,000	55,862	26.1%
Customer Service Assessment	18,553	168,022	230,000	61,978	26.9%
96-gal Cart Revenue	14,439	119,733	96,480	(23,253)	-24.1%
Sponsorship and Grants	-	10,000	10,000	-	0.0%
Material Sales Rebate	55,891	533,448	700,000	166,552	23.8%
Interest on Investments	<u>497</u>	<u>5,718</u>	<u>6,820</u>	<u>1,102</u>	<u>16.2%</u>
<b>Total Revenues</b>	<u>687,523</u>	<u>6,245,727</u>	<u>8,204,380</u>	<u>1,958,653</u>	<u>23.9%</u>
<b>Expenses:</b>					
Personnel services	15,039	138,254	193,645	55,391	28.6%
Fringe benefits	5,452	40,676	55,260	14,584	26.4%
Professional services	1,263	21,125	27,540	6,415	23.3%
Repairs and maintenance	177	1,972	2,830	858	30.3%
Advertising and promotions	20,063	85,740	106,650	20,910	19.6%
Materials and supplies	200	2,419	3,950	1,531	38.8%
Other services and charges	3,734	60,741	66,635	5,894	8.8%
Leases	2,916	24,274	30,345	6,071	20.0%
Depreciation	550	4,950	8,600	3,650	42.4%
Contractual services	581,061	5,250,668	6,947,080	1,696,412	24.4%
96-gal Cart Expense	17,157	114,316	91,845	(22,471)	-24.5%
Material Sales Rebate	<u>55,565</u>	<u>533,436</u>	<u>700,000</u>	<u>166,564</u>	<u>23.8%</u>
<b>Total Expenses</b>	<u>703,177</u>	<u>6,278,571</u>	<u>8,234,380</u>	<u>1,955,809</u>	<u>23.8%</u>
<b>Net Income</b>	<b><u>\$ (15,654)</u></b>	<b><u>\$ (32,844)</u></b>	<b><u>\$ (30,000)</u></b>	<b><u>\$ (2,844)</u></b>	
<b>Capital Outlay</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 10,000</u></b>	<b><u>\$ 10,000</u></b>	<b><u>100.0%</u></b>

**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July 2016 – March 2017**

<b>Drop Off Project Fund</b>					
	<b>Month to Date</b>	<b>Year to Date</b>	<b>Total</b>		<b>% Budget</b>
	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>	<b><u>Remaining</u></b>
<b>Revenues:</b>					
Project Service Fees	\$ 42,143	\$ 363,808	\$ 530,000	\$ 166,192	31.4%
Contract Admin Costs	\$ -	\$ -	\$ -	\$ -	0.0%
Materials Sales Rebate	29,075	274,444	135,000	(139,444)	-103.3%
Interest on Investments	-	-	-	-	0.0%
<b>Total Revenues</b>	<b><u>71,218</u></b>	<b><u>638,252</u></b>	<b><u>665,000</u></b>	<b><u>26,748</u></b>	<b><u>4.0%</u></b>
<b>Expenses:</b>					
Personnel services	399	3,603	5,110	1,507	29.5%
Fringe benefits	176	1,226	1,515	289	19.1%
Professional services	133	721	1,460	739	50.6%
Repairs and maintenance	1	15	180	165	91.7%
Advertising and promotions	-	18,229	25,000	6,771	27.1%
Materials and supplies	(45)	106	170	64	37.6%
Other services and charges	53	336	480	144	30.0%
Leases	61	535	785	250	31.8%
Contractual services	42,143	363,808	530,000	166,192	31.4%
Materials sales rebate	<u>24,056</u>	<u>231,236</u>	<u>101,250</u>	<u>(129,986)</u>	<u>-128.4%</u>
<b>Total Expenses</b>	<b><u>66,977</u></b>	<b><u>619,815</u></b>	<b><u>665,950</u></b>	<b><u>46,135</u></b>	<b><u>6.9%</u></b>
<b>Net Income</b>	<b><u>\$ 4,241</u></b>	<b><u>\$ 18,437</u></b>	<b><u>\$ (950)</u></b>	<b><u>\$ 19,387</u></b>	

**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July 2016 – March 2017**

<b>Municipal Solid Waste Fund</b>					
	<b>Month to Date</b>	<b>Year to Date</b>	<b>Total</b>		<b>% Budget</b>
	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>	<b><u>Remaining</u></b>
<b>Revenues:</b>					
Project Service Fees	\$ 245,971	\$ 2,197,192	\$ 2,862,000	\$ 664,808	23.2%
Customer Service Assessment	2,640	23,775	33,000	\$ 9,225	28.0%
Contract Admin Costs	-	16,700	-	\$ (16,700)	0.0%
Interest on Investments	<u>206</u>	<u>2,368</u>	<u>2,825</u>	<u>\$ 457</u>	<u>16.2%</u>
<b>Total Revenues</b>	<u>248,817</u>	<u>2,240,035</u>	<u>2,897,825</u>	<u>657,790</u>	<u>22.7%</u>
<b>Expenses:</b>					
Personnel services	1,264	11,386	16,310	4,924	30.2%
Fringe benefits	450	4,388	4,920	532	10.8%
Professional services	536	4,737	6,150	1,413	23.0%
Repairs and maintenance	6	427	1,165	738	63.3%
Advertising and promotions	-	127	1,000	873	99.0%
Materials and supplies	69	598	880	282	32.0%
Other services and charges	189	1,203	1,720	517	30.1%
Leases	183	1,838	2,680	842	31.4%
Depreciation	83	750	1,000	250	25.0%
Contractual Services	<u>245,973</u>	<u>2,197,195</u>	<u>2,862,000</u>	<u>664,805</u>	<u>23.2%</u>
<b>Total Expenses</b>	<u>248,753</u>	<u>2,222,649</u>	<u>2,897,825</u>	<u>675,176</u>	<u>23.3%</u>
<b>Net Income</b>	<b><u>\$ 64</u></b>	<b><u>\$ 17,386</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 17,386</u></b>	



**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July 2016 – March 2017**

<b>Other Special Projects</b>					
	<b>Month to Date</b>	<b>Year to Date</b>	<b>Total</b>		<b>% Budget</b>
	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>	<b><u>Remaining</u></b>
<b>Revenues:</b>					
Project Service Fees	\$ 168,902	\$ 1,613,113	\$ 1,884,000	\$ 270,887	14.4%
Contract Admin Costs	-	\$ 200	-	(200)	0.0%
Materials Sales Rebate	47,558	299,021	390,000	90,979	23.3%
Interest on Investments	-	-	-	-	0.0%
<b>Total Revenues</b>	<u>216,460</u>	<u>1,912,334</u>	<u>2,274,000</u>	<u>361,666</u>	<u>15.9%</u>
<b>Expenses:</b>					
Personnel services	-	-	-	-	98.0%
Fringe benefits	-	-	-	-	98.0%
Professional services	-	-	-	-	100.0%
Repairs and maintenance	-	-	-	-	100.0%
Advertising and Promotions	-	-	1,000	1,000	0.0%
Materials and supplies	-	-	-	-	59.0%
Other services and charges	-	-	-	-	84.0%
Contractual services	168,900	1,613,107	1,884,000	270,893	90.0%
Materials sales rebate	47,558	299,021	390,000	90,979	23.3%
<b>Total Expenses</b>	<u>216,458</u>	<u>1,912,128</u>	<u>2,275,000</u>	<u>362,872</u>	<u>16.0%</u>
<b>Net Income</b>	<u>\$ 2</u>	<u>\$ 206</u>	<u>\$ (1,000)</u>	<u>\$ 1,206</u>	

**Central Virginia Waste Management Authority**  
**Accounts Receivable**  
**March 31, 2017**

<b>Receivables 3/31/17</b>	<b>Total</b>	<b>Over 60 days</b>	<b>Current w/in 60 days</b>	
Department of General Services	\$ 2,400.05	\$ -	\$ 2,400.05	
Ashland	11,593.19	-	11,593.19	
Charles City	-	-	-	
Chesterfield	274,934.86	-	274,934.86	
Colonial Heights	15,622.24	-	15,622.24	
Goochland	24,403.82	-	24,403.82	
Hanover	6,710.69	-	6,710.69	
Henrico	187,854.22	-	187,854.22	
Hopewell	86,897.00	-	86,897.00	
New Kent	20,701.77	-	20,701.77	
Petersburg	122,627.80	-	122,627.80	
Powhatan	700.60	-	700.60	
Prince George	-	-	-	
Richmond	315,461.72	1,241.50	314,220.22	**
<b>Totals</b>	<b>\$1,069,907.96</b>	<b>\$ 1,241.50</b>	<b>\$ 1,068,666.46</b>	
** As of 4/3/17, Richmond has made payment and no balance is due in the over 60 days category				

**CONSIDERATION OF RESOLUTION 17-10: AWARDING THE CONTRACT FOR TEXTILE COLLECTION AND RECYCLING**

A Request for Proposals (RFP) was issued February 13, 2017 for Collecting and Recycling Textiles to include placing collection boxes at designated sites to collect used clothing and other items such as shoes and belts, servicing the boxes and recycling/reusing the collected materials. One proposal was received, opened and read March 17, 2017 at 2:00 p.m. CVWMA staff reviewed the proposal with the Technical Advisory Committee. The recommendation of the committee is the execution of an agreement with Goodwill of Central Virginia for the collecting and recycling of textiles. The term of the contract will be for an initial period of five years beginning on May 1, 2017 and ending April 30, 2022. The contract will also include an additional five-year renewal option.

Goodwill of Central Virginia will provide boxes approximately 5' X 5' X 7' appropriately identified and marked for citizens to deposit textiles. Goodwill will collect the materials on a regular schedule as needed and will respond to service requests within 24 hours. They will also collect materials from other containers provide by the Participating Jurisdictions on a case by case basis. Materials collected will initially be sorted and distributed to area Goodwill stores for resale. Materials deemed not to be usable will be packaged and sold to textile recyclers. In addition to providing reasonably priced clothing to individuals on limited income, the proceeds from the sales will be utilized to support Central Virginia Goodwill operations. The process will also provide employment for disabled and disadvantaged individuals.

Boxes may be placed at convenience centers, government office complexes or other sites identified by member jurisdictions. There is no cost for this program to either the CVWMA or the Participating Local Jurisdictions. Goodwill has also indicated that they would also be willing to expand the scope of the program to replace boxes with staffed trailers and accept additional materials at active sites if the locality wishes to do so.

Attached is **Resolution 17-10** authorizing the Executive Director to execute a contract for Collecting and Recycling Textiles with Goodwill of Central Virginia. Special Project Service Agreements would be developed between CVWMA and the local participating jurisdictions interested in these services.

**Recommended Action:** Approval of **Resolution 17-10**

Attachment

## **RESOLUTION 17-10**

A resolution awarding a contract for Collecting and Recycling Textiles between the Central Virginia Waste Management Authority and Goodwill of Central Virginia and authorizing the Special Project Service Agreements with participating local jurisdictions for a five (5) year period commencing on May 1, 2017.

**THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:**

**WHEREAS**, the report included as Staff Agenda Item No. 10 of the April 2017 Board Agenda outlined the proposed Textile Collecting and Recycling Services between the Central Virginia Waste Management Authority and Goodwill of Central Virginia; and

**WHEREAS**, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a contract for Textile Collecting and Recycling Services between the Central Virginia Waste Management Authority and Goodwill of Central Virginia; and

**WHEREAS**, the Executive Director is authorized, subject to General Counsel's review and approval, to execute Special Project Service Agreements between the Central Virginia Waste Management Authority and member localities as requested; and

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

**Adopted this 21<sup>th</sup> of April, 2017**

**ATTEST:** \_\_\_\_\_  
**J. Allen Lane, Chairman**

**CONSIDERATION OF RESOLUTION 17-11: 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 County Waste LLC, formerly, Virginia Waste Services (VWS) dated December 14, 2012 is for a period beginning July 1, 2013 and ending June 30, 2023. This Contract provides for the hauling and disposal of Municipal Solid Waste (MSW) from the Chesterfield Northern and Southern Convenience Center locations. This will be the third addendum to this contract. The first addendum was to provide for an equipment operator only for the Northern and Southern Convenience Center locations of Chesterfield County and the second addendum was for a hauling price for a smaller 40 cy Roll-off (overflow) container.

The third addendum will provide for an hourly rate for labor and equipment on Sundays for staging. This change is due to the Shoosmith landfill now being closed on Sundays and County Waste is no longer able to haul material for disposal on this very busy day for the Convenience Centers. This amendment requests an additional rate be added to the Contract for moving and staging containers at the Northern and Southern Convenience sites on Sundays when the landfill is closed the additional rate is \$89.00 per hour. The amendment also includes additional trailers and containers for the staging at both locations the volume of material received on the weekends.

CVWMA and Chesterfield are working with County Waste on other alternatives that will afford efficiencies and cost savings to the County in the future. These additional adjustments will also be factored into a future addendum to the Contract and Amendments to the service Agreement. All is subject to approval by the County.

Attached is **Resolution 17-11** authorizing the Executive Director to execute the third addendum to the Solid Waste Transporting and Disposal Service Contract and the third amendment to the Service Agreement with Chesterfield County.

**Recommended Action:** Approval of **Resolution 17-11**

# RESOLUTION 17-11

A resolution authorizing an addendum to the Solid Waste Transporting and Disposal Services Contract between the Central Virginia Waste Management Authority and County Waste (formerly Virginia Waste Services) and an amendment to 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. 11 of the April 2017 Board Agenda identified the mutual interest by the Central Virginia Waste Management Authority, Chesterfield County, and County Waste, LLC formerly, Virginia Waste Services, Inc. and to amend the Contract for Solid Waste Transporting and Disposal and the Special Project Service Agreement to include an hourly rate for labor and equipment on Sundays; 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 County Waste, LLC formerly 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 21<sup>st</sup> of April, 2017**

**ATTEST:** \_\_\_\_\_  
**J. Allen Lane, Chairman**