



**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING AGENDA
JANUARY 14, 2016
CRATER PLANNING DISTRICT COMMISSION
PETERSBURG, VIRGINIA**

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

CHAIRMAN'S AGENDA

CERTIFICATION OF QUORUM

ITEM NO.	Page(s)
1. Public Comment Period	
2. Minutes of Regular Meeting of December 11, 2015	2 – 10
3. Chairman's Report	
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5. Strategic Planning Update and Input	

STAFF AGENDA

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8. Municipal Solid Waste (MSW) Program	
9. Operations and Program Statistics	
10. Technical Advisory Committee (TAC) Report	
11. Public Information	
12. Administrative	

OLD/NEW BUSINESS

ADJOURNMENT

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).



**CHAIRMAN'S AGENDA
ITEM NO. 2**

MINUTES OF THE REGULAR MEETING OF DECEMBER 11, 2015

The minutes of the regular Board of Directors meeting held December 11, 2015, are presented for your consideration and approval.

Recommended Action: Approve minutes.

Attachments

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
DECEMBER 11, 2015
THE JEFFERSON HOTEL
WEST FRANKLIN STREET, 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
Mark Kukoski (M-Richmond), Treasurer
Stephen Chidsey, (M-Hanover), Past Chair
Lee Slöppy (M-Ashland)
Zach Trogdon (M-Charles City)
Robert L. Dunn (M-Chesterfield)
Marcia R. Phillips (M-Chesterfield)
William E. Henley (A-Colonial Heights)
David Lloyd (M-Goochland)
Wayne Hazzard (M-Hanover)
Marcia E. Kelley (M-Henrico)
Robert C. Whiteman (M-Henrico)
Edward Watson (M-Hopewell)
James H. Burrell (M-New Kent)
William Riggelman (A-Petersburg)
Johnny Melis (A-Powhatan)
Lana Agostini (M-Richmond)

Non-Voting:

Sheryl D. Bailey (A-Chesterfield)
Dwayne Jones (A-Goochland)
Michael Flagg (A-Hanover)
Jon Clary (A-Henrico)
William I. Mawyer, Jr. (A-Henrico)
Monique Robertson (A-Hopewell)
Rod M. Compton (A-Prince George)

Staff:

Kimberly A. Hynes, Executive Director
Richard Nolan, Director of Operations
Teresa Eckhout, Accounting and Financial Manager
Nancy Drumheller, Public Affairs Manager
Denise Ritchie, Recycling Education and Outreach Specialist
Reginald D. Thompson, Operations Technician
Erica Long, Administrative Assistant
Stephanie Breaker, Customer Service Supervisor
Angela Burley, Customer Service Representative
Myiesha Garner, Customer Service Representative
LaSheika Jenkins, Customer Service Representative

MEMBERS/ALTERNATES NOT PRESENT

Jennifer Schontag (A-Ashland)
Matthew Rowe (A-Charles City)
Jeffrey T. Howard (A-Chesterfield)
Clay Bowles (A-Chesterfield)
Thomas Mattis (M-Colonial Heights)
Randy Hardman (A-Hanover)
Arthur D. Petrini (A-Henrico)
David Bednarczyk (A-New Kent)
Elliot Danburg (M-Powhatan)
Johnnie Allen (A-Richmond)

Guests:

David Kachele – Henrico Board of Supervisors
Dorothy Jaeckle – Chesterfield Board of Supervisors
Irvin Carter – Petersburg Deputy City Manager
John Mitchell – Former CVWMA Executive Director
John Vithoulkas – Henrico County Manager
Kevin Byrnes – Former CVWMA Executive Director
Pat O’Bannon – Henrico County Board of Supervisors
Rodney Hathaway – New Kent County Administrator
Tommy Tiller – New Kent County
Wayland Rennie – 1st CVWMA Chairman of the Board
Representatives from:
TFC Recycling
DRC Inc
Waste Management
Container First Services
County Waste
eWaste Tech Systems
Natural Organics Processing Enterprise (NOPE)

With a quorum in attendance Chairman Robert C. Key (M-Chesterfield) called the meeting to order at 9:02 a.m.

CHAIRMAN'S AGENDA

Item No. 1: Welcome and Introductions

Chairman Key welcomed guests and thanked the Board members for another great year. He mentioned that the first official Board meeting was December 21, 1990, and recognized Mr. Wayland Rennie (1st Chairman of the Board), Mr. Bob Dunn and Mr. Kevin Byrnes (1st Executive Director) who were at that first meeting of the CVWMA. Chairman Key stated that leading up to the first Board meeting, a tremendous amount of work went on that contributed greatly to the formation of CVWMA. He added that even though there were others not in attendance at that inaugural meeting in 1990, they played a significant role in the formation. Chairman Key specifically recognized Mr. David Kaeckele who was and still is a member of the Henrico County Board of Supervisors, and worked with Mr. W. Rennie and other leaders to establish the Authority.

Item No. 2: Recognitions

Mrs. Kimberly Hynes, CVWMA Executive Director, recognized the Authority's sponsors and valued partners, not primarily for their financial support of the events this year, however, she thanked them for their ongoing partnership and continued support of CVWMA and member jurisdictions. She mentioned that later in the agenda, Staff and guests will have an opportunity to hear from them and learn a little more about their operation and what they do for CVWMA and the region.

Mrs. Hynes informed the Board that it was 20 years ago in December that Mr. John Mitchell (CVWMA's 2nd Executive Director) took a chance and hired her. She mentioned that Mr. Mitchell began his tenure in January 1995 and retired in August 2006. She added that Mr. Mitchell was the Authority's longest running Executive Director, and first retiree. Mrs. Hynes proceeded to let the Board know how grateful she is for everything that CVWMA has been to her. She mentioned having had the opportunity to meet and work with some really great people with various backgrounds to which many have become lifelong friends. She added that she has learned a lot about commitment, passion and what it means to love what you do, even on bad days. She stated that providing a service that is viewed as valuable and well respected by so many has been extremely rewarding for her, and appreciates the opportunity that has been offered to her. Mrs. Hynes stated that as the Authority culminated their 25th year of existence, she wanted to thank and recognize each of the 13 member jurisdictions. Each were involved in the beginning and continue to recognize the value of the regional approach to recycling and solid waste management in central Virginia, which has led to CVWMA becoming a recognized leader in the state and beyond.

Mrs. Hynes welcomed Mr. David Lloyd (M-Goochland) as one of the newest member to the Executive Committee. She stated that an organization is only as good as its people, and introduced each of the staff members; Stephanie Breaker, Customer Service Manager has been with the Authority for 16 years; Reggie Thompson, Operations Technician has been with the Authority for 10 years; Nancy Drumheller, Public Affairs Manager had been with the Authority for 8 years; Angela Burley, Customer Service Representative has been with the Authority for 5 years; Rich Nolan, Director of Operations has been with the Authority for 2 years; Erica Long, Administrative Assistant has been with the Authority for 1 ½ years; Myiesha Garner, Customer Service Representative has been with the Authority for almost a year; Denise Ritchie, Recycling Education Outreach Specialist has been with the Authority since February; LaSheika Jenkins, Customer Service Representative has

been with the Authority for 9 months and the newest employee Teresa Eckhout, Accounting and Financial Manager, who has been with the Authority for a couple of weeks. She also named two other part time employees, Barbara Trimmer and Dick Howe who have been with the Authority 16 years as well.

Mrs. Hynes recognized some long time dedicated Board members, Elliot Danburg (M-Powhatan) has served on the Board for 13 years, served in a leadership role as treasurer and secretary, served on the Executive Committee for years, and served on the anti-litter council in Powhatan County. Unfortunately due to illness, Mr. Danburg (M-Powhatan) was unable to attend the meeting, but he will be recognized at a future Board meeting.

Mrs. Hynes called up Mr. Irvin Carter, Deputy City Manager and Director of Finance for the City of Petersburg, to help recognize Mr. Bill Riggleman (A-Petersburg) on behalf of Mr. William Johnson, City Manager for the City of Petersburg. Mrs. Hynes stated that Mr. Riggleman served as an alternate on the Board for 17 years. He served faithfully on the technical advisory committee for 17 years and audit committee for 5 years. He was involved in the cities privatization of trash collection in 2002, and the implementation of curbside recycling in 2013. She stated that Mr. Riggleman has been a valued partner with CVWMA, and the organization for a long time. Mr. Carter stated that Mr. Riggleman has been with the City of Petersburg for over 30 years, and described him as a “stand-up” type of guy, and that was one of the main reasons he is being recognized, and congratulated him. Mr. Riggleman stated that it has been a great experience working with a lot of wonderful people at the Authority, he has really enjoyed it, and has learned a lot. He called the Authority a great organization, thanked them and looks forward to continuing to serve in the future.

Mrs. Hynes called up the Hanover contingent, Mr. Wayne Hazzard (M-Hanover), Mr. Michael Flagg (A-Hanover), and Mr. Steve Chidsey (M-Hanover). She stated that Mr. Wayne Hazzard is the current chairman of the Hanover Board of Supervisors, and has served on the CVWMA Board of Directors for the last four years. Mr. Michael Flagg is the Director of Public Works for Hanover County, and has also served on the Board of Directors as an Alternate for several years. Mrs. Hynes stated that Mr. Steve Chidsey was one of the first staff members under Kevin Byrnes’ leadership. Mr. Chidsey served as CVWMA Director of Operations from April 1991 to September 1994; moved west to the Charlottesville area for a while and then returned to Hanover County in 1999. He served as an alternate to the Board from 1996 to 2006 when he was appointed as the member representative. Mrs. Hynes mentioned that Mr. Chidsey served religiously on the Technical Advisory Committee since 1999; has served on the Executive Committee for the last six years, including the positions of Secretary and Chairman of the Board and she thanked Mr. Chidsey for his dedicated service. Mr. Wayne Hazzard stated that he has never seen anyone as passionate about trash as Mr. Chidsey. What Mr. Chidsey has done for Hanover has taken what the Authority implemented and actually turned it into a profit center for Hanover County, and he represents what one can do if one is passionate about what they do. Mr. Chidsey is a great asset for Hanover County and the region. Mr. Michael Flagg stated that Mr. Chidsey is a hard negotiator, and has been a great asset and has been great for the private and public sector.

Mrs. Hynes introduced Mr. David Kaeckele, Mrs. Pat O’Bannon, Mr. John Vithoukaskas and Mr. Bob Whiteman (M-Henrico). Mrs. Hynes stated that Mr. Kaeckele is on the Henrico Board of Supervisors, retiring this year after 36 years of service. Mr. Kaeckele was instrumental in the formation of the CVWMA in the beginning. Mrs. Pat O’Bannon is the Tuckahoe District Supervisor on the Henrico Board of Supervisors. Mr. John Vithoukaskas is the Henrico County Manager, appointed in January 2013. Mr. Whiteman was appointed to the Board in November 1998; he has volunteered his time and talents on the Board for 17 years; He has served in a leadership role on the

Executive Committee, on the Audit Committee and has been an advocate for regionalism and recycling. She added that his involvement on the Board has been extremely valuable to Henrico County and the region. Mr. Kaeckele stated that Mr. Whiteman has done a great job for 17 years, and is an ideal appointee for Henrico County. Mr. Vithoukas commented that the work done by the Authority so far has been impactful and can be seen in the kids as they have learned the importance of recycling. It shows that what everyone has done as a region is really truly special. Mr. Whiteman stated that he has really enjoyed being on the Board, working with everyone and thanked the Authority for the recognition.

Mrs. Hynes asked that the Henrico contingent stay as she called up and recognized Mrs. Marcia Kelley (M-Henrico). Mrs. Marcia Kelley has represented Henrico County on the Board for 24 years since October of 1991; She led the Authority from 2006-2008 as chairman and served on the Executive Committee for 8 years. She has also served and participated on various committees including the Nominating Committee, the Technical Advisory Committee, and the Curbside Education Advisory Committee. Mrs. Kelley has been an advocate for recycling and education and outreach to raise awareness about the importance of recycling. Mrs. Pat O'Bannon stated that Mrs. Kelley has been fantastic about keeping everyone informed about what has been happening with recycling, the commodities, calling the Henrico Board and explaining things to them and somehow she always knows what is going to happen in the future. She makes recycling look so easy. She thanked her for what she has done for the County and the region and looks forward to her continuing service. Mrs. Kelley stated that she has been on the Board for 24 years, and it has been a wonderful time. She stated that she came on from a citizen perspective. Everyone on the Board has been so dedicated. They are people with a passion and really committed to the concept of recycling and she looks forward to continuing to serve.

Mrs. Hynes invited Mr. Tommy Tiller, Mr. Rodney Hathaway, and Mr. James Burrell (M-New Kent) to the front of the room. Mr. Tiller is the Chairman of the New Kent Board of Supervisors, Mr. Hathaway is the New Kent County Administrator, and both are present to help thank and recognize Mr. Burrell. She stated that Mr. Burrell was elected by the New Kent Board of Supervisors in January 1992, and has served 24 years on the Board. During his tenure, Mr. Burrell has served on the Executive Committee from 1996-2002; and served as Secretary and Chairman of the Board as well. Mr. Burrell has been a strong supporter of CVWMA, of recycling and environmental stewardship in New Kent County, the region and state-wide. He is retired from Reynolds and is retiring at the end of the year after 24 years on the New Kent County Board of Supervisors. She mentioned that Staff is hoping that he will stay on the CVWMA Board. Mr. Tiller stated that he appreciates Mr. Burrell's love for New Kent County, his dedication to service, being a mentor for recycling, and he will definitely be missed on the Board of Supervisors. Mr. Hathaway stated that he has enjoyed working with Mr. Burrell on waste management issues. Mr. Burrell has taken the lead on recycling, he challenged the county to promote recycling, checked transfer stations, keeps up with recycling efforts, and is proud of being involved with CVWMA. Mr. Burrell stated that it has been an honor; he has learned a lot and it has been a pleasure working with the Board. The earth doesn't belong to us; we belong to the earth; it's our home and we need to take care of it and do everything possible to protect the environment.

Mrs. Hynes invited Ms. Dorothy Jaeckle, Dr. Sheryl Bailey and Mrs. Marcia Phillips (M-Chesterfield) to the front. Ms. Jaeckle represents the Bermuda District on the Chesterfield Board of Supervisors and Dr. Bailey is the Deputy County Administrator for the County and they are here to help thank and recognize Mrs. Marcia Phillips (M-Chesterfield). Mrs. Phillips (M-Chesterfield) has represented Chesterfield County for more than 23 years; she led the Authority as Chairman, Vice-Chair and Director, serving on the Executive Committee for eight years. She added that Mrs. Phillips

(M-Chesterfield) also served on the Nominating Committee, Audit Committee and the Curbside Education Advisory Committee. She worked for the Virginia Department of Waste Management, which is now Virginia Department of Environmental Quality, in the days when recycling was just becoming a buzz word. Mrs. Hynes stated that Mrs. Phillips (M-Chesterfield) served on the Chesterfield Citizen Recycling Advisory Committee and has been committed to increasing recycling in Chesterfield County and the region during her tenure. Ms. Jaeckle thanked Mrs. Phillips (M-Chesterfield) on a regional level and from within the county for her vision of recycling. She stated that Mrs. Phillips (M-Chesterfield) is a believer, and always willing to put her shoulder to wheel. Dr. Bailey thanked Mrs. Phillips (M-Chesterfield) for her leadership within the County; she is a real believer, and appreciates her leadership, and her passion and her work. Mrs. Phillips (M-Chesterfield) stated she comes from the community aspect and the education aspect as well. She stated that she was very proud of being the Chairman of the Board, working with the Board, watching the Staff doing a tremendous amount of work and she is very grateful for the opportunity.

Mrs. Hynes invited Mr. Bob Dunn (M-Chesterfield) to come up and asked Ms. Jaeckle and Dr. Bailey to stay to help recognize Mr. Dunn. She stated that Mr. Dunn has served the region representing Chesterfield County before CVWMA's formal inception. He was appointed sometime around October of 1990 which is prior to the official date of incorporation for the Authority. Mr. Dunn (M-Chesterfield) served as Chairman twice and on the Executive Committee for a total of 12 years, nearly half his tenure. He has participated in all of our committees at one time or another including the TAC, Audit and Nominating Committees and the Curbside Education Advisory Committee. He also served on the Chesterfield Citizen Recycling Advisory Committee. He is retired from DuPont, although he is quite busy for someone who is retired. She thanked Mr. Dunn (M-Chesterfield) for his many, many years of dedication and contributions. Ms. Jaeckle stated that Mr. Dunn (M-Chesterfield) is dedicated and passionate, and she couldn't thank him enough for his work on the Board. Dr. Bailey stated that Mr. Dunn (M-Chesterfield) never stops thinking, and thinks ahead and broadly. He believes in the future for the region and the county. She stated that the county appreciates everything that he has done. Mr. Dunn (M-Chesterfield) stated that it has been an honor and privilege working on the Board of "the best example of regional cooperation," and he also thanked Wayland Rennie for his foresight. He also thanked all of the Board members for all the cooperation they have given him the past 25 years when he was in a leadership role. It has been a great opportunity serving the County and the region.

Mrs. Hynes introduced Mr. Wayland Rennie to say a few words. He read the headline from the newspaper, (February 1990) "localities prepare for trash authority", as he went over the history of starting the Authority. He stated that we are not there yet, things will change, but they are real close and reminded the Board that they don't need to walk down the same path every day.

Mrs. Hynes thanked each and every Board member, past and present, and informed them that their work and involvement on the Board is very much valued and appreciated. She added that she looks forward to working with the current Board in planning for the future. Mrs. Hynes then turned the meeting back over to the Chairman to conduct a few items of business.

Item No. 3: Public Comment Period

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

Item No. 4: Minutes of the Regular Meeting of November 20, 2015

Chairman Key opened the floor for a motion to accept the minutes of the regular meeting of November 20, 2015 as submitted. A motion was made by Mr. J. Burrell (M-New Kent), seconded by Mrs. M. Phillips (M-Chesterfield) and carried that the minutes of the November 20, 2015 Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting be approved as submitted.

Item No. 5: 2016 Board Meeting Dates

Mrs. Hynes informed the Board of a typo and corrected the time of the meetings from 2:00pm to 9:00am. She reminded the Board that the January 14th meeting is on a Thursday, at the Crater Planning District Commission in Petersburg, instead of a Friday due to a state holiday. She also stated that the September and October Board meetings have switched, September meeting will be in Petersburg and the October meeting will be held in Richmond.

Chairman Key opened the floor for a motion to accept the 2016 Board Meeting Dates as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. R. Whiteman (M-Henrico), and carried that the 2016 Board Meeting Dates be approved as submitted.

STAFF AGENDA

Item No. 6: Consideration of Resolution 16-06 through 16-12: 2016-2017 Operating Budget

Mrs. Hynes reported that Staff highlighted the budget at the last Board meeting giving the Board time to review the proposed budget. Chairman Key opened the floor for a motion to accept **Resolution 16-06** through **16-12** as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. M. Kukoski (M-Richmond), and carried that **Resolutions 16-06** through **16-12** be approved as submitted.

Item No. 7: Operational Update

Mr. Rich Nolan, CVWMA Director of Operations, reviewed the amount of tons collected from the curbside and drop-off recycling programs combined since 1992. He reported that in 1992, 9,251 tons were collected, and currently in 2015, 42,576 tons have been collected. He added that in total, nearly 2.5 million tons have been recycled through Authority programs since the Authority started, and 11 million tons in the region over the past 25 years. Mr. Nolan informed the Board that the Authority provides curbside recycling over 280,000 homes, compared to the 20,000 homes when this program first began. He mentioned that currently in the new residential program, there are about 100,000 96-gallon recycling carts in the program. Mr. Nolan reported the annual recycling rate was 58% in 2014. He stated that one of the things required by the state is that regions recycle 25% of their waste stream. He stated that in 2014, 58% was recycled, and the Authority stays consistent with the highest rate for a region in the state of Virginia.

Item No. 8: Public Information Update

Mrs. Nancy Drumheller, CVWMA Public Affairs Manager, reported that CVWMA has used a plethora of venues and resources to educate and make the public aware of the importance of recycling. She mentioned that the message is cross-generational and Staff continues to use a wide variety of platforms with their outreach and education efforts. She said that these methods have worked well as CVWMA is known throughout the region as being a reliable and credible resource

for information and resources on solid waste management and recycling. Staff actually answers the phone and provides excellent customer service. Mrs. Drumheller stated that the CVWMA website is a very popular tool, and over 100,000 visitors have viewed over 263,000 pages on the CVWMA website last fiscal year and the monthly statistics for this year are showing high usage. To stay current with the times, CVWMA is on social media as staff posts and tweets on a regular basis each day. Finally, she stated that the curbside email reminder is over 23,000 emails currently with new additions each month.

Mrs. Drumheller stated that over the past 25 years, Board members and Staff have established great relationships and partnerships with local and state governments as well as local organizations, groups, sports teams, media and media personalities, to help with broadening the reach of our educational efforts. She added that the annual collection schedule has been the most economical purchase since the first calendar was distributed in the mid-nineties. Most people keep the calendar hanging on their refrigerator to refer to all year long. She mentioned that with technology ever changing, Staff includes collection information on their website as well as on social media.

Mrs. Drumheller reminded the Board of the three Customer Service Representatives and one Customer Service Supervisor that process approximately 50,000 calls annually. They are the Authority's front line with the public and provide invaluable "teachable moments" as to the happy and the not so happy caller. She mentioned that the public information staff are out everywhere in the region. They often have those "ah ha" stories that she loves to share with the Board. Staff estimates directly impacting over 20,000 people and distributing over 50,000 educational materials annually.

Mrs. Drumheller commended CVWMA for its ongoing relationship/partnerships with local media over the past 25 years. Due to these partnerships, the Authority continues to benefit with great stories as well as cost effective educational campaigns and contests. Staff have been most fortunate to be given additional values to their campaigns with local media as their educational dollars are very limited. She stated that the most recent campaign/contest with WTVR CBS 6 focused on collection day. "Red and Blue Which Day Are You?" Staff received over 3,166 entries, 824 plus likes on Facebook, 277 email subscribers and 2,692 people asked for more information from CVWMA. Over 26,000 people received direct email from Staff with pertinent information during the month of November. She thanked Andrew Freiden, Master of Ceremonies for the 20th anniversary, produced and posted the "Freidcycler" video in November with a direct plug for CVWMA.

In conclusion, Mrs. Drumheller stated that as the Authority moves forward, it will be an exciting ride to see where the Authority goes and what different messages they use.

Chairman Key stated that it is important to point out that with social media, the work being done by Nancy Drumheller and Denise Ritchie, is huge and at the same time they involve social media. He added that they have a personal connection by going out to schools and libraries, interacting with children and educators and that ability to have face to face interaction with the public means more than anything. Chairman Key stated how important it is, and thanked the two ladies.

Item No. 9: Financial Reports for November 2015

Financial Reports for November 2015

Mrs. Terry Eckhout, CVWMA Accounting and Financial Manager reported that as of November 30, 2015, the Authority has a combined net income of about \$360,463 year to date. She noted that the financial activity is consistent with previous months and the Authority continues to remain within total budget in all funds as of November 30.

Chairman Key asked if there were any questions on the financial reports and opened the floor for a motion to accept and file the Financial Reports for November 2015 as submitted. A motion was made by Mr. J. Burrell (M-New Kent), seconded by, Mrs. M. Phillips (M-Chesterfield) and carried that the Financial Reports for November 2015 be approved and filed as submitted.

Item No. 10: Administrative

Mrs. Hynes informed the Board that the continuance of the Strategic Planning process will resume on January 4, 2016 at 1:00pm and invited anyone from the Board to attend. She added that the TAC meeting changed, and is scheduled for January 6, 2016 at 1:00pm. She also stated that the Board Meeting on January 14, 2016 will be at the Crater Planning District Commission in Petersburg.

Old/New Business

Chairman Key concluded the business portion of the meeting, to recognize the Authority’s important business partners.

Presentations

Mrs. Hynes recognized Tad Phillips, TFC Recycling; Brian Fyke, DRC Inc.; Rob Clendenin, Waste Management; Rob Guidry, Container First Services; Shawn Anderson, County Waste; Felipe Wright, eWaste Tech Systems; and Chip Hall, Natural Organic Process Enterprise (N.O.P.E.) for their continued support, and sponsorship as the Authority celebrates their 25th year. Each provided a brief overview of their company and their relationship with CVWMA and the region.

In conclusion, Mrs. Hynes reiterated that it has been truly rewarding to work with 13 very diverse jurisdictions and watch them come together and achieve mutual goals. She thanked everyone again for their support and leadership and looks forward to working with everyone in the future.

Chairman Key thanked the founders of CVWMA, and stated that everyone knows that there is still work to be done and concluded by saying, “We are history, but we’re not there yet, CVWMA.”

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 10:59 a.m. The motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. J. Burrell (M-New Kent) and carried that the December 11, 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 December 11, 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., January 14, 2016. Given under my hand and seal of the CVWMA this 14th day of January 2016.

Robert C. Key, Chairman

TREASURER'S REPORT

Financial Reports for December 2015

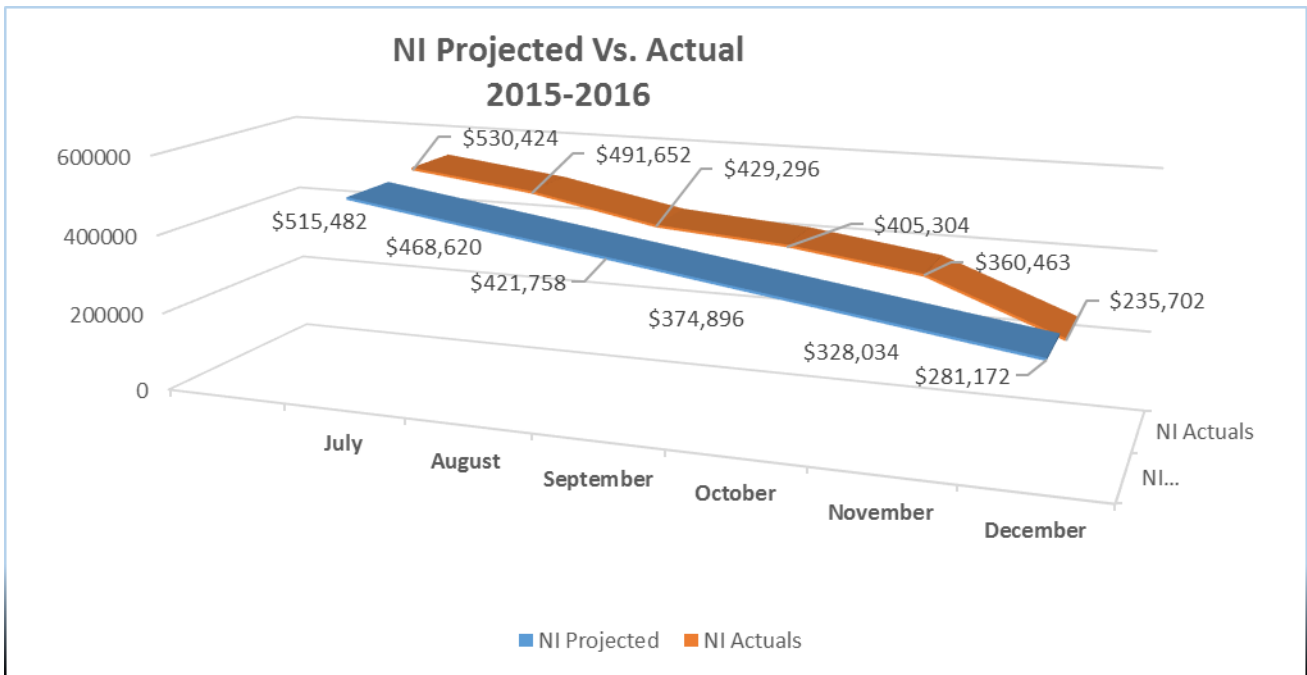
The financial activity is consistent with previous months and the Authority continues to remain within total budget in all funds as of December 31, 2015. The CVWMA has a combined Net Income of about \$235,000 to date. The Net Income will decrease, as we continue to incur additional expenses throughout the fiscal year.

Recommended Action: Approval of the December 2015 Treasurer's Report of Finances

Attachments

Central Virginia Waste Management Authority
Summary Statement of Actual Revenues and Expenses By Fund
July - December 2015

Summary - All Funds				
	<u>Total</u>	<u>Total</u>	<u>Fiscal</u>	<u>NI Totals</u>
	<u>Revenues</u>	<u>Expenses</u>	<u>Budget</u>	
General Operating Fund	\$ 567,036	302,660	\$ (18,740)	\$ 264,376
Curbside Project Fund	4,017,062	4,057,279	-	(40,217)
Drop-Off Project Fund	344,574	334,430	19,740	10,144
Municipal Solid Waste Fund	1,412,388	1,411,820	-	568
CFC/HCFC	11,630	11,630	-	-
Special Waste Collections	110,879	110,551	(1,000)	328
Waste Tire Fund	23,862	23,862	-	-
Appliance and Scrap Metal Hauling	120,395	120,395	-	-
Yard Waste Projects	107,698	107,698	-	-
Waste Transfer & Disposal	<u>592,771</u>	<u>592,268</u>	<u>-</u>	<u>503</u>
Totals	<u>\$ 7,308,295</u>	<u>\$ 7,072,593</u>	<u>\$ -</u>	<u>\$ 235,702</u>



Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July - December 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	-	\$ 548,282	\$ 548,280	\$ 2	0.0%
Miscellaneous/Other	-	-	-	-	0.0%
Interest on Investments	-	4,254	14,065	(9,811)	-69.8%
Sponsorships and Grants	-	<u>14,500</u>	-	<u>14,500</u>	<u>0.0%</u>
Total Revenues	<u>-</u>	<u>567,036</u>	<u>562,345</u>	<u>4,691</u>	<u>0.8%</u>
Expenses:					
Personnel services	49,785	189,181	383,750	194,569	50.7%
Fringe benefits	7,570	36,086	94,125	58,039	61.7%
Professional services	3,205	29,121	28,525	(596)	-2.1%
Repairs and maintenance	(306)	551	3,125	2,574	82.4%
Advertising and promotions	64	1,047	3,750	2,703	72.1%
Materials and supplies	636	2,305	5,750	3,445	59.9%
Other services and charges	3,998	24,542	13,700	(10,842)	-79.1%
Leases	3,103	18,124	37,810	19,686	52.1%
Depreciation	284	1,703	6,725	5,022	74.7%
Contingencies & Reserves	-	-	<u>3,825</u>	<u>3,825</u>	<u>100.0%</u>
Total Expenses	<u>68,339</u>	<u>302,660</u>	<u>581,085</u>	<u>278,425</u>	<u>47.9%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (68,339)</u>	<u>\$ 264,376</u>	<u>\$ (18,740)</u>	<u>\$ 283,116</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July - December 2015

Curbside Project Fund					
	Month to Date	Year to Date	Total		% Budget
	Actual	Actual	Budget	Variance	Remaining
Revenues:					
Project Service Fees	\$ 592,685	\$ 3,382,979	\$ 6,300,000	\$ 2,917,021	46.3%
Public Relations Assessment	17,249	104,122	217,000	112,878	52.0%
Customer Service Assessment	18,344	110,907	234,000	123,093	52.6%
96-gal Cart Revenue	9,680	61,030	84,780	23,750	28.0%
Sponsorship and Grants	(2,000)	10,000	10,000	-	0.0%
Material Sales Rebate	60,079	348,024	600,000	251,976	42.0%
Interest on Investments	-	-	3,375	3,375	100.0%
Total Revenues	696,037	4,017,062	7,449,155	3,432,093	46.1%
Expenses:					
Personnel services	19,834	100,685	191,350	90,665	47.4%
Fringe benefits	6,414	33,994	62,850	28,856	45.9%
Professional services	2,674	20,170	25,700	5,530	21.5%
Repairs and maintenance	(597)	3,693	2,550	(1,143)	-44.8%
Advertising and promotions	21,489	30,677	75,280	44,603	59.2%
Materials and supplies	(1,575)	2,120	3,775	1,655	43.8%
Other services and charges	45,613	55,503	66,400	10,897	16.4%
Leases	1,864	15,967	32,700	16,733	51.2%
Depreciation	710	4,263	7,800	3,537	45.3%
Contractual services	592,685	3,382,993	6,300,000	2,917,007	46.3%
96-gal Cart Expense	6,966	59,190	80,750	21,560	26.7%
Material Sales Rebate	60,079	348,024	600,000	251,976	42.0%
Total Expenses	756,156	4,057,279	7,449,155	3,391,876	45.5%
Transfers In (Out)	-	-	-	-	
Totals	\$ (60,119)	\$ (40,217)	\$ -	\$ 40,217	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July - December 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	\$ 45,522	\$ 234,743	\$ 540,000	\$ 305,257	56.5%
Materials Sales Rebate	20,515	109,831	120,000	10,169	8.5%
Interest on Investments	-	-	-	-	0.0%
Total Revenues	<u>66,037</u>	<u>344,574</u>	<u>660,000</u>	<u>315,426</u>	<u>47.8%</u>
Expenses:					
Personnel services	480	2,549	4,975	2,426	48.8%
Fringe benefits	155	808	1,690	882	52.2%
Professional services	2	705	1,040	335	32.2%
Repairs and maintenance	(36)	50	165	115	69.7%
Advertising and promotions	-	-	1,000	1,000	100.0%
Materials and supplies	69	146	155	9	5.8%
Other services and charges	32	202	480	278	57.9%
Leases	57	335	755	420	55.6%
Contractual services	44,050	232,100	540,000	307,900	57.0%
Materials sales rebate	<u>19,007</u>	<u>97,535</u>	<u>90,000</u>	<u>(7,535)</u>	<u>-8.4%</u>
Total Expenses	<u>63,816</u>	<u>334,430</u>	<u>640,260</u>	<u>305,830</u>	<u>47.8%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ 2,221</u>	<u>\$ 10,144</u>	<u>\$ 19,740</u>	<u>\$ 9,596</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July - December 2015

Municipal Solid Waste Fund					
	Month to Date	Year to Date	Total		% Budget
	Actual	Actual	Budget	Variance	Remaining
Revenues:					
Project Service Fees	\$ 255,067	\$ 1,393,925	\$ 2,614,000	\$ 1,220,075	46.7%
Customer Service Assessment	2,420	15,943	30,600	\$ 14,657	47.9%
Contract Admin Costs	-	2,520	-	\$ (2,520)	0.0%
Interest on Investments	-	-	3,560	\$ 3,560	100.0%
Total Revenues	257,487	1,412,388	2,648,160	1,235,772	46.7%
Expenses:					
Personnel services	1,462	7,670	14,770	7,100	48.1%
Fringe benefits	520	2,779	5,015	2,236	44.6%
Professional services	153	4,712	5,900	1,188	20.1%
Repairs and maintenance	(6)	658	1,210	552	45.6%
Advertising and promotions	-	-	1,000	1,000	99.0%
Materials and supplies	75	477	1,020	543	53.2%
Other services and charges	127	848	1,955	1,107	56.6%
Leases	171	1,001	2,290	1,289	56.3%
Depreciation	84	500	1,000	500	50.0%
Contractual Services	254,306	1,393,175	2,614,000	1,220,825	46.7%
Total Expenses	256,892	1,411,820	2,648,160	1,236,340	46.7%
Transfers In (Out)	-	-	-	-	
Totals	\$ 595	\$ 568	\$ -	\$ (568)	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July - December 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	\$ 131,531	\$ 796,093	\$ 1,987,000	\$ 1,190,907	59.9%
Contract Admin Costs	1,100	\$ 1,100	\$ -	(1,100)	0.0%
Materials Sales Rebate	14,605	170,043	225,000	54,957	24.4%
Interest on Investments	-	-	-	-	0.0%
Total Revenues	<u>147,236</u>	<u>967,236</u>	<u>2,212,000</u>	<u>1,244,764</u>	<u>56.3%</u>
Expenses:					
Personnel services	-	-	-	-	98.0%
Fringe benefits	-	-	-	-	98.0%
Professional services	-	-	-	-	100.0%
Repairs and maintenance	-	-	-	-	100.0%
Advertising and Promotions	-	145	1,000	1,000	0.0%
Materials and supplies	-	-	-	-	59.0%
Other services and charges	-	-	-	-	84.0%
Contractual services	132,092	796,642	1,987,000	1,190,358	90.0%
Materials sales rebate	<u>14,264</u>	<u>169,619</u>	<u>225,000</u>	<u>55,381</u>	<u>24.6%</u>
Total Expenses	<u>146,356</u>	<u>966,406</u>	<u>2,213,000</u>	<u>1,246,739</u>	<u>56.3%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ 880</u>	<u>\$ 830</u>	<u>\$ (1,000)</u>	<u>\$ (1,975)</u>	

2016 VIRGINIA GENERAL ASSEMBLY

Convenes Wed January 13;

As of January 7, 2016, 930 bills have been introduced. Relevant bills include:

Solid Waste and Recycling:

HB 288 Disposable plastic shopping bags; local option to prohibit distribution (Heisel – Poquoson). Allows any locality by ordinance to prohibit the distribution, sale, or offer of disposable plastic shopping bags to consumers. The bill exempts from any such prohibition reusable bags of a certain thickness; bags that are used to carry certain products, such as ice cream or meat; and garbage bags that are sold in multiples.

1/4/16 Committee referral pending

SB 55 Disposable plastic shopping bags; local option to prohibit distribution (Locke – Hampton). Allows any locality by ordinance to prohibit the distribution, sale, or offer of disposable plastic shopping bags to consumers. The bill exempts from any such prohibition reusable bags of a certain thickness; bags that are used to carry certain products, such as ice cream or newspapers; and garbage bags that are sold in multiples.

12/16/15 Referred to Committee on Local Government

SB 114 Plastic bag; tax imposed in Chesapeake Bay Watershed (Petersen – Fairfax). Imposes a five-cent bag tax on plastic bags provided to customers by certain retailers in localities located wholly within the Chesapeake Bay Watershed and directs revenues to be used to support the Chesapeake Bay Watershed Implementation Plan. The bill also allows every retailer that collects the tax is allowed to retain one-cent of the five-cent tax.

12/28/15 Referred to Committee on Finance