



**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS' MEETING AGENDA  
FRIDAY, JUNE 20, 2014  
2104 W. LABURNUM AVENUE  
RICHMOND, 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 the Regular Meeting of May 16, 2014	3 - 12
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**STAFF AGENDA**

<b>ITEM NO.</b>		
6.	Curbside Recycling Program	
7.	Municipal Solid Waste (MSW) Program	
8.	Consideration of <b>Resolution 14-22</b> : To Award Contracts for Household Hazardous Waste Event Collection Hauling and Disposal Services	17-18
9.	Consideration of <b>Resolution 14-23</b> : To Award Contracts for Appliance and Scrap Metal Recycling	19-20



- 10. Operations and Program Statistics
- 11. Solid Waste Management Plan Update
- 12. Technical Advisory Committee Report
- 13. Public Information
- 14. Financial Reports for May 2014 **21-28**
- 15. Consideration of **Resolution 14-24: VRS Contribution Rate Election** **29-30**
- 16. Administrative

**OLD/NEW BUSINESS**

**ADJOURNMENT**

**Upcoming Meetings:**

Technical Advisory Committee (TAC)	Thursday, July 3, 2014 - 9:00am
Executive Committee	Monday, July 7, 2014 - 2:00pm
Board of Directors (Richmond)	Friday, July 18, 2014 - 9:00am

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 MAY 16, 2014**

The minutes of the regular Board of Directors meeting held May 16, 2014 are presented for your consideration and approval.

**Recommended Action:** Approval of minutes.

Attachments

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS' MEETING MINUTES  
MAY 16, 2014  
2104 W. LABURNUM AVENUE  
RICHMOND, VIRGINIA**

**MEMBERS/ALTERNATES PRESENT**

**Voting:**

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

**Non-Voting:**

Jon Clary (A-Henrico)

**Staff:**

Kimberly A. Hynes, Executive Director  
Rich Nolan, Director of Operations  
Marc René, Finance & Administrative Officer  
Reginald Thompson, Operations Technician  
Erica Sabandith, Administrative Assistant

**MEMBERS/ALTERNATES NOT PRESENT**

James A. Jackson (M-Richmond), Director  
Jennifer Schontag (A-Ashland)  
Zach Trogdon (M-Charles City)  
Matthew Rowe (A-Charles City)  
Sheryl D. Bailey (A-Chesterfield)  
Charles E. Dane (A-Chesterfield)  
Jeffrey T. Howard (A-Chesterfield)  
Thomas Mattis (M-Colonial Heights)  
Matthew Rowe (A-Charles City)  
Leigh Dunn (M-Goochland)  
Wayne Hazzard (M-Hanover)  
William I. Mawyer, Jr. (A-Henrico)  
Arthur D. Petrini (A-Henrico)  
Edward Watson (M-Hopewell)  
David Bednarczyk (A-New Kent)  
William Riggleman (A-Petersburg)  
Christopher Rapp (A-Powhatan)  
Rod M. Compton (A-Prince George)  
Johnnie Allen (A-Richmond)  
Kevin A. White (A-Richmond)  
Larry Boyd (A-Richmond)

**Guests**

With a quorum in attendance Chairman S. Chidsey (M-Hanover) called the meeting to order at 9:00 a.m.

## **CHAIRMAN'S AGENDA**

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

Chairman Chidsey opened the floor to receive public comment. With no requests from the public to address the Board, Chairman Chidsey closed the public comment period.

### **Item No. 2: Minutes of the Regular Meeting of April 11, 2014**

A motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mrs. M. E. Kelley (M-Henrico) and carried that the minutes of the April 11, 2014 Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting be approved as submitted.

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

Chairman Chidsey asked Mrs. Hynes to introduce the newest staff member. Mrs. Hynes, introduced Mrs. Erica Sabandith to the Board of Directors. Mrs. Hynes informed the Board that Mrs. Sabandith joined CVWMA staff as the Administrative Assistant on April 28, 2014. Mrs. Hynes asked members of the Board to take a few moments after the meeting to introduce themselves and welcome Mrs. Sabandith to the Authority.

### **Item No. 4: Nominating Committee Report**

Mr. M. Kukoski (M-Richmond) presented the slate of officers for the 2014-15 fiscal year. It is the consensus recommendation of the Nominating Committee that nominations are as follows: Chairman, Mr. Robert Key (M-Chesterfield); Vice-Chairman, Mr. William Hamby (M-Prince George); Treasurer, Mr. James Jackson (M-Richmond); Secretary, Mr. Allen Lane (M-Henrico); and Director, Mr. Steven Hicks (M-Petersburg).

## **STAFF AGENDA**

### **Item No. 5: Consideration of Resolution 14-18: Amending the 2014 Operating Budget**

Mrs. Hynes reported that CVWMA staff has reviewed revenues and expenses by line item and made projections through the end of the fiscal year. Mrs. Hynes went on to report that each line item has been compared to budget and necessary transfers in excess of \$1,000 in the 2013-2014 Operating Budget have been identified. Mrs. Hynes requested three transfers; the first one is in the General Operating Fund. A transfer of \$15,000 is necessary from Part-Time Salaries to Full-Time Salaries to account for the change in staff positions resulting from creating a hybrid position of Administrative Assistant and Customer Service Representative to fulfil both needs.

Continuing, Mrs. Hynes requested a second transfer in the General Operating Fund of \$1,100 to be moved from Contingencies to Travel to cover the costs of the Executive Director's travel to Bentonville, Arkansas for the Walmart Sustainability Expo. Staff and the City of Richmond were invited to attend the Expo and discuss with retail and manufacturing leaders increasing recycling rates in municipalities and thus increasing supply of recycled material. This was a great opportunity to

discuss local government and regional challenges to increasing supply of recycled commodities to be used as feed stock in manufacturing operations, particularly packaging.

Lastly, Mrs. Hynes recommended a transfer of \$3,500 from the Postage and Delivery line item to Public Education and Outreach in the Curbside Project Fund. This is necessary to cover costs of design and printing of materials, education and outreach efforts in the implementation of Curbside Recycling in Hopewell. Hopewell will begin paying the Public Education Assessment in this fund July 1, 2014, the effective date of the new program.

Mr. W. Henley (A-Colonial Heights) asked if it would have been more appropriate for Mrs. Hynes to ask in advance for the funds to travel instead of coming to the Board afterwards. Mrs. Hynes responded that she had notified Chairman Chidsey, ahead of time, and stated that the Authority was asked two weeks before the event to attend. Mrs. Hynes also noted that in the future, she will bring to the attention of the Board.

Mr. S. Hicks (M-Petersburg) asked Mrs. Hynes if she believes that there is an adequate Training and Travel Budget. Mrs. Hynes responded that the Staff could use additional funds toward training in the future. Mrs. Hynes noted that the Authority has cut back over the years due to budget constraints. She concluded that staff takes advantage of local training events with little to no travel to minimize costs.

Chairman Chidsey opened the floor to a motion to approve **Resolution 14-18**. A motion was made by Mr. W. Henley (A-Colonial Heights), seconded by Mrs. M. Kelley (M-Henrico), and carried that **Resolution 14-18** be approved as submitted.

Mrs. Hynes noted that anything less than \$1,000 is under her authority as approved in the budget, and will be reviewed by the Authority's Audit Committee.

#### **Item No. 6: Consideration of Resolution 14-19 and Resolution 14-20: Reaffirming, Adopting and Amending the Pay and Classification Plan for Fiscal Year 2014-2015**

Mrs. Hynes reminded the Board of its approval of the Authority's 2014-2015 Operating Budget presented by staff at the Board's regular meeting on December 13, 2013. **Resolution 14-09** adopting the Pay and Classification Plan for the fiscal year beginning July 1, 2014 and ending June 30, 2015 and the 2015 Operating Budget reflects a 1.5% salary increase for all employees effective July 1, 2014. This resolution calls for the Board to reaffirm the 1.5% salary increase at their regular meeting in May 2014. Staff has reviewed the upcoming budget and current and anticipated levels of activity. Revenue from the sale of paper in the Drop-off program are budgeted very conservatively and are expected to exceed budget. In addition, CVWMA will realize some savings in 96 gallon cart sales as development costs are amortized and in retirement costs based on new contribution rates. Therefore the 1.5% wage increase budgeted for fiscal year 2014-15 is deemed sustainable. Mrs. Hynes indicated that **Resolution 14-19**, attached for consideration, will reaffirm and adopt the 1.5% salary increase as presented and approved in December 2013.

Continuing, Mrs. Hynes also presented **Resolution 14-20**. She reminded the Board that at their December 13, 2013 meeting they amended **Resolution 14-09** to include "up to an additional 1.5% merit increase based on individual performance, to be approved by the CVWMA Board of Directors at their regular meeting in May 2014."

Mrs. Hynes directed the Boards attention to the staff report included in the agenda for some anticipated questions. Mrs. Hynes noted the estimated first year impact on the bottom line is \$9,560; the 5 year

compounded impact based on a 1.5% increase per year would be \$740 over 5 years (average of \$148/year).

Mrs. Hynes stated that the 2015 Budget includes \$9,860 in the Contingencies Line Item that has not been allocated. In addition, the Budget includes a conservative estimate of revenue from the sale of mixed paper in the Drop-off Fund. Based on current volumes and average market price, this will exceed the \$100,000 budgeted revenue. CVWMA retains 25% and passes through 75% of the rebate to participating jurisdictions based on volume.

In addition, Mrs. Hynes stated that since the adoption of the 2015 Operating Budget, CVWMA learned of a reduction in the annual employer portion of the retirement contribution from 10.63% to 8.69%, which will reduce retirement costs by an estimated \$9,300 based on current salaries.

Mrs. Hynes added other factors to consider, included are changes in health insurance cap and suspension of cash match program. The 2015 Operating Budget includes increasing the cap on monthly health insurance premiums from \$525 to \$610. This will result in an estimated increase in individual net pay of about \$580 this year (range of .5% to 2.35% of current gross wages). Mrs. Hynes also noted that the budget includes the continued suspension of the cash match provided through the Section 457 Deferred Compensation Plan.

Mrs. Hynes indicated that the agenda includes salary information in several member jurisdictions. She noted that the localities have all given different levels of raises at different times and this represents only one point in time.

Mr. J. Burrell (M-New Kent) asked since there will be a savings in Retirement, will that be used instead of Contingencies to lower the additional cost. Mrs. Hynes responded that funds will be taken out of the Retirement line item in the event Contingencies is needed somewhere else.

Mr. S. Hicks (M-Petersburg) asked what the increase was over the past 2 fiscal years, to which Mrs. Hynes responded that the past year increase was 1% and the previous year was 0%.

Mr. S. Hicks (M-Petersburg) asked Chairman Chidsey if there will be discussion about this topic, to which Chairman Chidsey noted that the Board had detailed discussion at the regular meeting in December.

Mr. W. Henley (A-Colonial Heights) asked if there were any net increase in health premiums. Mrs. Hynes responded that there were not any net increases in health premiums.

Mr. S. Hicks (M-Petersburg) commented that Mrs. Hynes has determined how the additional costs will be covered to which Chairman Chidsey noted that up to 3% is based off of merit. Mrs. Hynes stated that 1.5% is a cost of living increase that will be applied across the board and the other 1.5% is based on performance. Mr. W. Henley (A-Colonial Heights) asked how many employees will receive the 1.5% merit based increase. Mrs. Hynes stated that it would be based on annual performance evaluation. Mr. W. Henley (A-Colonial Heights) asked if there has been a performance increase in the past and if so how much to which Mrs. Hynes stated yes there has been and that it really depends year to year considering the staff is so small.

Mr. R. Key (M-Chesterfield) asked about CVWMA covering the cost increase in health insurance and how it will impact employees. Mrs. Hynes responded that since we have a small plan that only one

plan is offered. Mr. M. René added that the rate for the fiscal year will remain the same and not increase which benefit staff.

A motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mrs. M. R. Phillips (M-Chesterfield), and carried with one dissenting vote by Mr. R. Key (M-Chesterfield) that **Resolution 14-19** and **Resolution 14-20** be approved as submitted.

### **Item No. 7: Curbside Recycling Program**

Mr. R. Nolan, CVWMA Director of Operations, reported the volumes collected in the curbside recycling program for the month of April 2014, have been lower than normal however are getting back on track and the same trend is translated into the year-to-date volumes. Mr. Nolan found that in fiscal year 2013 the Curbside Recycling Program was averaging almost nearly 30lbs per set-out and this year the average is about 27.5lbs. Average set-out rate is 37% this month which is higher than it has ever been. Therefore, residents are continuing to recycle however the composition of the material is much lighter. He added that in the next few weeks TFC has set up a study to analyze the commodity mix of recycling at the curb.

Mr. M. Kukoski (M-Richmond) asked if Mr. Nolan has reached out to any other Recycling companies throughout the country. Mr. Nolan responded that from periodicals and related information he receives and it seems that the weight of recyclable material has been decreasing while the participation has increased slightly. Mr. J. Burrell (M-New Kent) asked if Mr. Nolan looked at commodity to which Mr. Nolan responded that plastics are replacing glass as a beverage container and that was also having an impact on the lower weights of recyclable material.

### **Item No. 8: Municipal Solid Waste (MSW) Program**

Mr. R. Thompson, CVWMA Operations Technician reported that for the month of April, 67 misses were recorded and no penalties for Allied Waste and 162 misses and no penalties for CFS. Now that the weather is getting warmer, CVWMA Call Center is receiving more calls for bulky waste on the curb. The City of Petersburg generates the most bulky waste in our program, and the number of bulk calls from Petersburg has increased from 227 in March to 407 in April.

Mr. Thompson reminded the Board that per the contract, the bulky waste should be collected on the same day as curbside trash collection. However, due to the high volume of calls, some of the bulky waste in Petersburg is being collected on Saturdays. Staff met with CFS and addressed the bulk collections and discussed storm debris collection from storms that may not be a FEMA declared emergency. Overall, routine curbside trash collection is about the same, but there is definitely more bulky waste on the curb.

Chairman Chidsey asked about preparing for the change in Ashland to County Waste in July to which Mr. Thompson noted Mr. Nolan will touch on that subject.

### **Item No. 9: Operations and Program Statistics**

#### ***Program Statistics***

Mr. Nolan noted that Ashland will be going to a new vendor for trash collection, County Waste effective July 1, 2014 and the CVWMA has been working on implementation. Hopewell will also be changing vendors from Allied Waste to CFS starting July 2014. The biggest change in Hopewell is going from collection spread over two days a week to only one day.



Mr. R. Whiteman (M-Henrico) asked if the pick up days in Ashland will stay the same to which Mr. Nolan confirmed that they will stay the same.

Mr. Nolan noted that Hopewell will be getting new recycling carts, green with a yellow lid. Staff has already started the campaign to educate residents. Some community groups in Hopewell have already passed out flyers about the recycling pick up day of Wednesday. Half of the city will be done on Red week and the other half blue week for household collection on every other week. County Waste will be working with Rehrig Pacific to deliver the new recycling carts to the households. In the Town of Ashland, County Waste will be doing the delivery of trash carts themselves.

Mrs. Hynes added that the transfer of funds just approved, will go towards Calendars put together that notifies Hopewell residents that Wednesday will be their Recycling pickup day. Their recycling cart will be green with a yellow lid to identify it as recycling only. Staff developed a flyer including guidelines for the new trash and recycling programs that will be distributed with the recycling carts. Residents have already started hearing the message through flyers and press releases CVWMA is looking forward to implementing curbside recycling in Hopewell.

Mr. Nolan continued to report that the Staff is starting to see the Drop-off volume increase compared to last year and all other programs are consistent with the previous year. In addition, Mr. Nolan reported that a Request for Proposals was issued for Household Hazardous Waste events. The Authority anticipates awarding contracts to multiple providers and will have a recommendation for the Board to consider at the next meeting.

#### **Item No. 10: Technical Advisory Committee (TAC) Report**

Mr. Nolan reported that the TAC met on Thursday, May 1, 2014. He reported that they covered the update to the Solid Waste Management Plan (SWMP) which is due in August. He mentioned that Staff sent a letter and a solid waste survey to Chief Administrative Officers of each member jurisdiction for their feedback. In the next TAC meeting they will go over the surveys and how to handle waste capacity-needs in the future, which will be the main focus of the meeting. Mr. Nolan went over new population estimates, as well as new MSW rates lower than they have been in the past, per the Environmental Protection Agency (EPA). Landfills in the CVWMA region have adequate capacity for the next 20 years. Mr. Nolan stated that he would include any additional information that he gets from the landfills between now and August 2014 due date to VA DEQ.

Mr. J. Burrell (M-New Kent) noted that the Safe Garage Program statistics are the same as last year to which Mr. Nolan noted the difference and will look into getting it updated.

#### **Item No. 11: Public Information**

Mrs. Hynes reported the recap on Earth day, Staff responded to 35 requests for the month of April. Of these requests, 13 were for presentations and 15 were for educational materials. In addition, staff worked seven events and coordinated a curbside recycling media segment filming. CVWMA estimates impacting 4,204 people and distributed of 6,855 educational materials. Over 8,000 people attended the Dominion Easter event where R3 was walking through the crowd. These numbers are not reflected in total impact. Staff thanks Mr. Burrell for a great event in New Kent; Chris Rapp for the Powhatan Earth Day festivities, and James Jackson and Darlene Mallory for excellent events in the City of Richmond. In addition, staff was invited to a Bring Your Child to Work Day at The Martin Agency which had emphasis on recycling and sustainability. Great opportunity for CVWMA to partner with this prestigious local business.

Mrs. Hynes continued and reported that articles in the May 2014 Waste Reduction News include Memorial day to delay CVWMA Collections, Electronic Recycling Events, Storm water: What's in your run-off? And Recycling Perks & TFC Recycling. The e-newsletter was distributed electronically to over 1,100 email subscribers.

Mrs. Hynes reminded the Board about the insert that went out in the Chesterfield utility bill during the March 6 - April 24 utility billing cycle. Of the 672 carts purchased, 533 were from Chesterfield or 79%. Since CVWMA began offering carts in August 2011, 7,659 carts have been purchased, 3,999 by Chesterfield curbside recyclers.

She noted that 314 people signed up for the email reminder during the month of April, bringing the total subscribers up to about 19,500. Staff communicated electronics recycling collection events from March-June 2014 to over 3,000 subscribers.

Furthermore, Mrs. Hynes reported that the number of visitors to the website has surpassed the 100,000 mark. The top three pages visited include curbside collection day, electronics, and Chesterfield's location page (coincides nicely with the insert mailing). CVWMA has almost 4,000 Facebook fans and have seen a lot of "chatter" and "retweets" on the Twitter page.

#### **Item No. 12: Financial Reports for April 2014**

Mr. M. René, CVWMA Finance and Administrative Officer reported for the month of April \$11,041,000 in Total Revenue and \$10,910,000 in Expenses, resulting in a year-to-date Net Income of about \$130,000. The majority of the net income is under the General Operating Fund at \$100,000.

A motion was made by Mr. J. Burrell (M-New Kent), seconded by Mrs. Marcia Phillips (M-Chesterfield), and carried that the Financial Reports for April 2014 be approved, accepted, and filed as submitted.

Furthermore, Mr. Rene noted that the banking contract ends this June, and CVWMA received two responses to the Request for Proposals (RFP). The Audit Committee will be meeting June 4, 2014 to review proposals and meet with the auditors.

#### **Item No. 14: Administrative**

Mrs. Hynes followed up on the SERDC 120 discussion. She indicated that SERDC has turned this project over to the Curbside Value Partnership and will now be called Recycling Partnership. The Recycling Partnership will be obtaining funding from companies such as Coca-Cola, Proctor and Gamble, and Johnson & Johnson to name a few. The main purpose for attending Walmart's Sustainability Expo in Arkansas was for Richmond and the CVWMA to share local government challenges in increasing recycling volumes. These big manufacturers and retailers are looking for various recycled commodities for feedstock for packaging their products. The missing piece in the puzzle has been local government involvement as the collectors and processors of the needed material. The Recycling Partnership is creating a fund for grant money collected from interested companies to infuse capital into initially 3 cities in the Southeast. The 3 cities selected need to demonstrate, not only how the money is to be spent, but that the increased recycling volumes are sustainable well into the future. To this point, they have requested "letters of interest" (LOI) from cities in the southeast and 10 cities have responded. As companies begin to make their investment in the fund, an advisory committee made up of representatives of those companies will form and they will begin to review the

LOI's. Richmond was one of three cities invited to attend and speak at the Expo which is very positive and even though there was no guarantee of funding by going to the Expo, we are hopeful and it certainly didn't hurt the chances. While at the Expo, Alcoa committed \$300,000 to the fund and since Coca Cola, the Carton Council and the EPA Region 4 has indicated their commitment.

The City and CVWMA's LOI included our ability to track and report the data which is attractive in the evaluation process. The other advantage Richmond has is their plans to implement a Pay-As-You-Throw (PAYT) trash collection program which also seemed attractive to the group at the Expo. Education and the ability to continually promote and educate folks about recycling and its importance also is very important in the sustainability of increased recycling. Sometime over this summer, it is anticipated that this process should ramp up.

Mr. J. Burrell (M-New Kent) asked if any of the discussion during the SERDC 120 process talked about legislation or if any overtures were made for states to direct more recycling through "bottle bill" or other types of legislative activity. Mrs. Hynes responded that there has not been any discussion regarding legislative activities, however one of the main goals of SERDC is to work with the 11 states in the southeast encouraging more recycling at the state level either through legislation and/or funding. Other states provide some level of funding, via grants, to jurisdictions to enhance recycling programs. For instance, the Alabama DEQ was represented at the Expo and it was indicated that if one of their cities were to be awarded funding through this process, the State of Alabama would kick in possibly \$300,000. SERDC is hoping to demonstrate to states that do not have dedicated funding for enhancement of recycling, what a one-time infusion of capital could do to increase and sustain recycling volumes. Mr. Burrell commented that other states are more aggressive than Virginia in the area of recycling. Chairman Chidsey added that in addition to bottle bills that have been passed in other states, there have also been several states like North Carolina that have banned various commodities from disposal in the landfill.

Furthermore, Mrs. Hynes reminded the Board we have a holiday coming up, Memorial Day, Monday, May 26. CVWMA offices will be closed, and all collections will slide one day. Staff will be working on the following Saturday to answer calls.

Mrs. Hynes reminded the Board that the July 18<sup>th</sup> meeting is back on the calendar and the August Board meeting is canceled. Mrs. Hynes stated that the reason for putting the July meeting back on the calendar is because the SWMP revision is due back to DEQ for approval in August.

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

With no further business to come before the Board, Chairman Chidsey opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 9:52 a.m. The motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. J. Burrell (M-Chesterfield) and carried that the May 16, 2014 Board of Directors' meeting be adjourned.



**CERTIFICATE**

I, Stephen E. Chidsey, Chairman of the CVWMA certify that the foregoing minutes is a true and correct copy of the minutes of the May 16, 2014, 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., June 20, 2014. Given under my hand and seal of the CVWMA this 20<sup>th</sup> day of June 2014.

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**Stephen E. Chidsey, Chairman**

# Resolution of Appreciation

Presented to

***LEIGH DUNN***

UPON COMPLETION OF HER SERVICE AS MEMBER OF THE  
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS

**WHEREAS**, Leigh Dunn has served on the Central Virginia Waste Management Authority Board of Directors representing the County of Goochland since February 2009; and served on the Executive Committee from July 2009 to June 2013 (as Secretary from July 2012 to June 2013); and

**WHEREAS**, Ms. Dunn has provided outstanding leadership with the Authority; and

**WHEREAS**, Ms. Dunn has promoted regional cooperation by supporting Authority programs in Goochland County; and

**WHEREAS**, Ms. Dunn has been instrumental in raising awareness about the importance of solid waste planning and recycling opportunities throughout the region; and

**WHEREAS**, Ms. Dunn's personal and professional commitment to the environment has been a benefit to the purpose of the Authority; and

**THEREFORE, BE IT RESOLVED** that the Board of Directors of the Central Virginia Waste Management Authority recognizes, thanks and commends Leigh Dunn for her outstanding service, efforts, and achievements as an invaluable leader to the Authority and upon completion of her service, presents this Resolution as a token of esteem, and orders a copy to be spread upon the Minutes of this meeting.

**Adopted this 20<sup>th</sup> day of June 2014**

**Attest:** \_\_\_\_\_  
**Stephen E. Chidsey, Chair**



**NOMINATING COMMITTEE REPORT**

*Election of Officers for Fiscal Year 2014-2015*

The Nominating Committee presented the slate of officers at the Friday, May 16, 2014, Board meeting for the ensuing fiscal year. The following members have been nominated to serve as officers of the Central Virginia Waste Management Authority for fiscal year 2014-2015 by recommendation of Mr. M. Kukoski (M-Richmond), Mrs. Leigh Dunn (M-Goochland), and Mr. Allen Lane (M-Henrico):

- Chair ..... Mr. Robert Key (M-Chesterfield)
- Vice-Chair ..... Mr. William Hamby (M-Prince George)
- Treasurer ..... Mr. James A. Jackson (M-Richmond)
- Secretary ..... Mr. Allen Lane (M-Henrico)
- Director ..... Mr. Steven Hicks (M-Petersburg)

The elections will be held at the Friday June 20, 2014, Board of Directors' meeting, at which time, any Board member may make additional nominations.

The terms of the elected officers will begin July 1, 2014, with the installation process scheduled for the first regular meeting in the new fiscal year.

**AUDIT COMMITTEE REPORT**

The Audit Committee met on Wednesday, June 4, 2014. The Committee served as the selection committee for Banking, Depository and Purchasing Card Services and reviewed the proposals and interviewed the proposers. The Committee also met with representatives of the CVWMA's Audit Firm Brown & Edwards to discuss the upcoming audit of the 2014 Comprehensive Annual Financial Report (CAFR) including timeline, new accounting pronouncements and new audit procedures. In addition, the Committee reviewed Authority disbursements for the period January 1 – March 31, 2014.

***Consideration of Resolution 14-21: To Award a Contract for Banking, Depository and Purchasing Card Services to BB&T***

The contract for banking services between the CVWMA and BB&T expires June 30, 2014. A Request for Proposals was issued on March 13, 2014, with a return deadline of April 11, 2014. The CVWMA received two proposals including: BB&T and Access National Bank.

The CVWMA Audit Committee assisted staff with the selection process and met with the two bankers on Wednesday, June 4, 2014. The Committee analyzed the considerable expertise and experience in each of the proposals submitted, and based on the evaluation criteria determined BB&T to be the best choice for the CVWMA.

**Resolution 14-21**, attached will authorize the Executive Director to execute a four-year contract for banking, depository and purchasing card services with BB&T.

**Recommended Action:**      Approval of **Resolution 14-21**.

Attachment.

# RESOLUTION 14-21

A resolution authorizing a contract for Banking, Depository and Purchasing Card Services between Central Virginia Waste Management Authority and Branch Banking and Trust (BB&T) for a four year period commencing July 1, 2014.

## THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

1. That the Audit Committee's report included as Chairman's Agenda Item No. 5 of the June 20, 2014 Board of Directors Agenda outlined the selection process for a contract for Banking, Depository and Purchasing Card Services, and
2. That the Executive Director is authorized to execute, subject to General Counsel's review and approval, a Professional Service Contract between the Central Virginia Waste Management Authority and Branch Banking and Trust (BB&T) based on the Requests for Proposals dated March 13, 2014 and
3. That this resolution shall be in full force and effect on or after the execution of the professional services contract.

Adopted this 20<sup>th</sup> day of June 2014

Attest:

\_\_\_\_\_  
Stephen E. Chidsey, Chairman



**CONSIDERATION OF RESOLUTION 14-22: TO AWARD CONTRACTS FOR HOUSEHOLD HAZARDOUS WASTE EVENT COLLECTION HAULING AND DISPOSAL SERVICES**

A Request for Proposals (RFP) was issued March 17, 2014 for Household Hazardous Waste Event Collection, Hauling, and Disposal Services (Services). Four proposals were received and opened at 2:00 PM on April 21, 2014. Of the four, three have been chosen to be placed under contract with the CVWMA.

CVWMA staff reviewed the four proposals with a selection committee and the members of the Technical Advisory Committee (TAC). The recommendation is the execution of three agreements, one each with CARE Environmental, Safety Kleen, and Eco-Flo. The term of these contracts will be for an initial period of five years beginning July 1, 2014 and ending June 30, 2019. The proposed contracts will also include an additional five-year renewal option.

The decision to award three vendors was based on the needs of our jurisdictions and the costs proposed by each. Availability of vendors to provide this service during popular times such as Earth Day have proven difficult to do in the past. With three vendors under contract, multiple jurisdictions can now hold events at the same date and time. Also, these vendors all were willing to provide service to two different jurisdictions on the same day with a discount on the mobilization costs. Mobilization cost is always a major factor that differentiates these types of proposals. In this evaluation, all three of these proposals provided for savings in mobilization cost as well as disposal costs of collected materials compared to the existing provider.

Attached is **Resolution 14-22**. It authorizes the Executive Director to execute contracts for Services with CARE Environmental, Safety Kleen, and Eco-Flo. Additionally, Special Project Service Agreements would be developed between CVWMA and the local participating jurisdictions interested in these services.

**Recommended Action:** Approval of **Resolution 14-22**

Attachment

# RESOLUTION 14-22

A resolution authorizing awarding a contract for Household Hazardous Waste Event Collection, Hauling, and Disposal Services. Services between the Central Virginia Waste Management Authority and CARE Environmental, Safety Kleen, and Eco-Flo and authorizing the Special Project Service Agreements with Participating Local Jurisdictions for a five (5) year period commencing on July 1, 2014.

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

**WHEREAS**, the report included as Staff Agenda Item No. 8 of the June 2014 Board Agenda outlined the proposed Services between the Central Virginia Waste Management Authority and CARE Environmental, Safety Kleen, and Eco-Flo; and

**WHEREAS**, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a Contract for Household Hazardous Waste Event Collection, Hauling, and Disposal Services between the Central Virginia Waste Management Authority and CARE Environmental, Safety Kleen, and Eco-Flo; 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 20<sup>th</sup> of June 2014**

**Attest:** \_\_\_\_\_  
**Stephen E. Chidsey, Chair**

**CONSIDERATION OF RESOLUTION 14-23: TO AWARD CONTRACTS FOR APPLIANCE AND SCRAP METAL RECYCLING**

A Request for Proposals (RFP) was issued March 27, 2014 for Appliance and Scrap Metal Hauling and Recycling Services to include providing and placing roll-off containers for scrap metal and appliances, switching the containers and processing and marketing the material. The RFP also includes delivery of Scrap Metal to the Processing Facility from member jurisdictions. The proposals were opened April 28, 2014 at 2:00 p.m. Two proposals from Sims Metal and C&C Cullet were received.

The current Contract for Appliance and Scrap Metal Hauling and Recycling Services between CVWMA and Sims Metal expires on March 31, 2015. It does not provide for the delivery of Scrap Metal option as requested in this RFP.

CVWMA staff reviewed the Sims Metal and C&C Cullet proposals with the members of the Technical Advisory Committee (TAC). The recommendation of the TAC is the execution of an agreement with Sims Metal and C&C Cullet for providing Appliance and Scrap Metal Hauling and Recycling Services. The C&C Cullet Contract will be for the delivery of Scrap Metal by the jurisdictions only. The term of the contracts will be for an initial period of five years beginning July 1, 2014 and ending June 30, 2019. The proposed contract will also include an additional five-year renewal option.

The current Contract provides for Sims Metal to pay CVWMA a market based price less \$30 per ton for processing. The hauling fee per switch is \$71.24. The new Contract will include Sims Metal paying the CVWMA a market based price less \$20 per ton processing. The hauling fee per switch will be \$200. This portion of the contract will be effective on April 1, 2015.

Under the delivery portion of the Contract both C&C Cullet and Sims Metal have provided attractive proposals. While the Sims Metal rebate is slightly better, the distance from the generating site to the processing site dictates the overall cost to the jurisdiction. Sims Metal is located in Richmond and C&C Cullet is located in Ashland. Ashland is close to the locations in the northern part of the CVWMA and the Richmond site is closer to sites in the central and southern part of the CVWMA service area. The TAC has recommended that both vendors have contracts with the CVWMA to allow for this consideration.

Attached is **Resolution 14-23**. It authorizes the Executive Director to execute contracts for Appliance and Scrap Metal Hauling and Recycling Services with Sims Metal and C&C Cullet. Additionally, Special Project Service Agreements would be developed between CVWMA and the local participating jurisdictions interested in these services.

**Recommended Action:** Approval of **Resolution 14-23**

Attachment

# RESOLUTION 14-23

A resolution authorizing awarding a contract for Appliance and Scrap Metal Hauling and Recycling Services between the Central Virginia Waste Management Authority and Sims Metal and C&C Cullet and authorizing the Special Project Service Agreements with Participating Local Jurisdictions for a five (5) year period commencing on July 1, 2014.

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

**WHEREAS**, the report included as Staff Agenda Item No. 9 of the June 2014 Board Agenda outlined the proposed Appliance and Scrap Metal Hauling and Recycling Services between the Central Virginia Waste Management Authority and Sims Metal and C&C Cullet; and

**WHEREAS**, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a Contract for Appliance and Scrap Metal Hauling and Recycling Services between the Central Virginia Waste Management Authority and Sims Metal and C&C Cullet; 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 20<sup>th</sup> of June 2014**

**Attest:** \_\_\_\_\_  
**Stephen E. Chidsey, Chair**

**FINANCIAL REPORTS FOR MAY 2014**

The financial activity is consistent with previous months and the Authority continues to remain within total budget in all funds as of May 31, 2014. The CVWMA has a combined net income of about \$107,000 year to date.

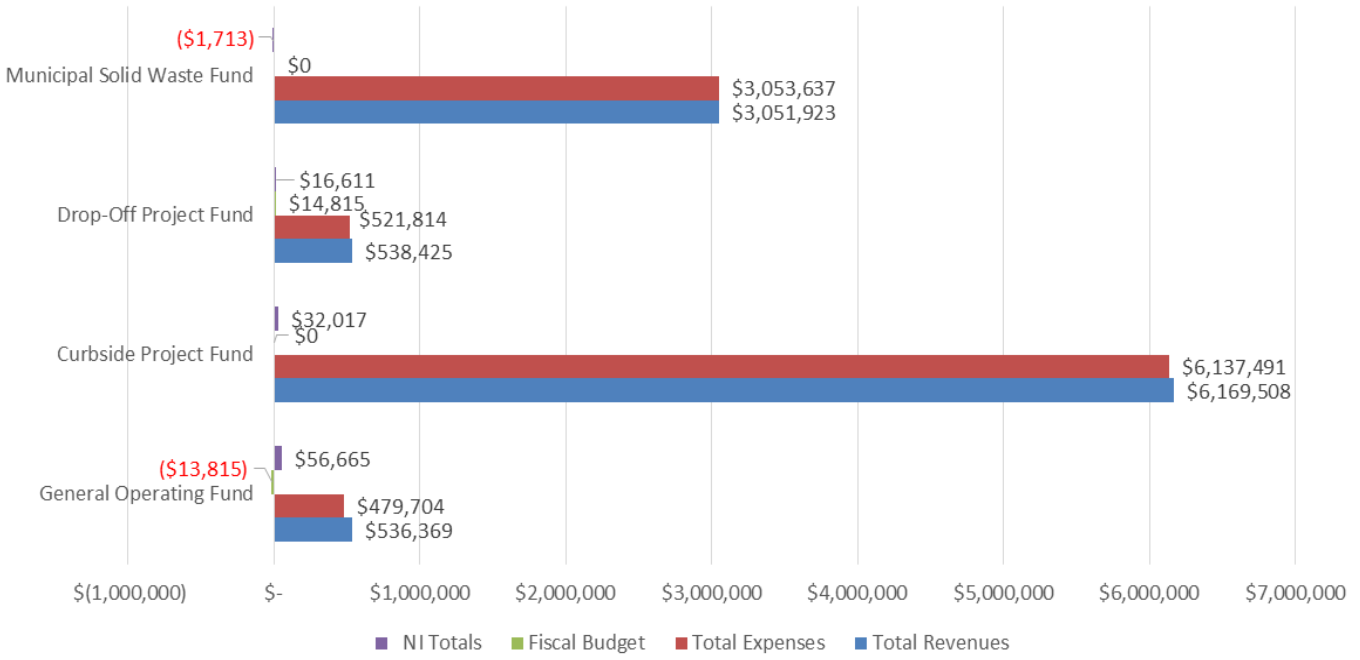
**Recommended Action:** Approval of the May 2014 Financial Report

Attachments.

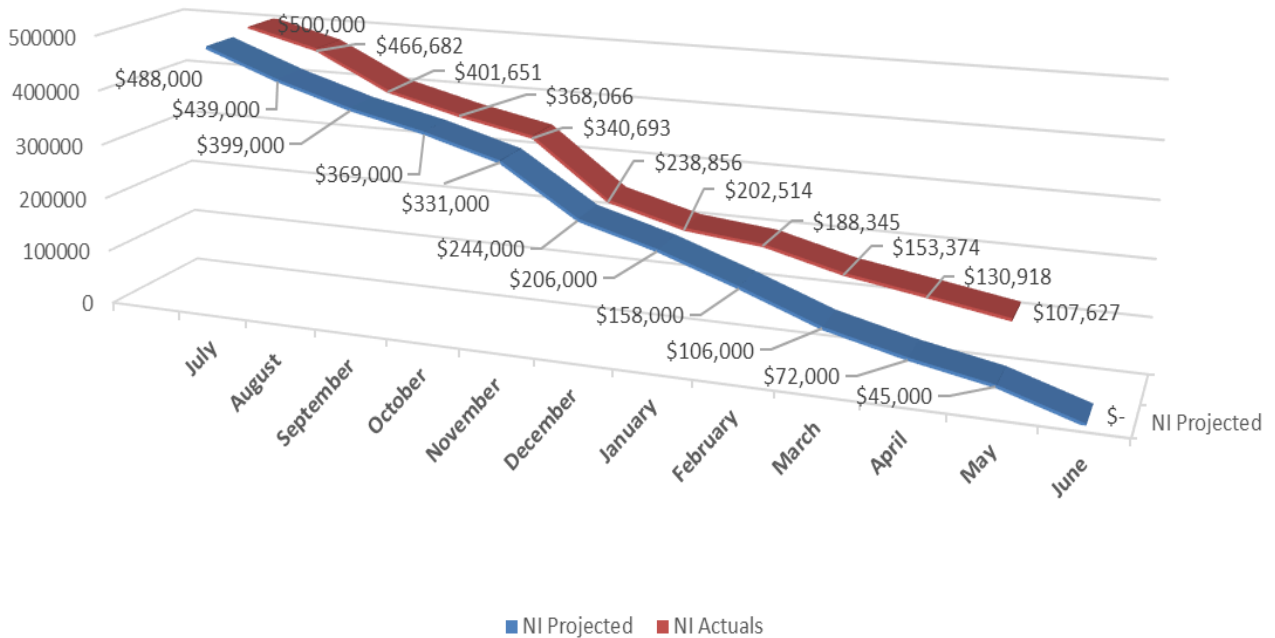
**Central Virginia Waste Management Authority  
Statement of Revenues and Expenses - Summary  
July - May 2014**

<b>Summary - All Funds</b>				
	<b>Total</b>	<b>Total</b>	<b>Fiscal</b>	
	<b><u>Revenues</u></b>	<b><u>Expenses</u></b>	<b><u>Budget</u></b>	<b><u>NI Totals</u></b>
General Operating Fund	\$ 536,369	479,704	\$ (13,815)	\$ 56,665
Curbside Project Fund	6,169,508	6,137,491	-	\$ 32,017
Drop-Off Project Fund	538,425	521,814	14,815	\$ 16,611
Municipal Solid Waste Fund	3,051,923	3,053,637	-	(1,713)
CFC/HCFC	15,620	15,627	-	(7)
Special Waste Collections	199,942	196,894	(1,000)	3,049
Waste Tire Fund	54,990	55,003	-	(13)
Appliance and Scrap Metal Hauling	101,069	99,126	-	1,943
Yard Waste Projects	406,765	406,957	-	(192)
Waste Transfer & Disposal	<u>1,036,815</u>	<u>1,037,547</u>	<u>-</u>	<u>(732)</u>
<b>Totals</b>	<b><u>\$ 12,111,427</u></b>	<b><u>\$ 12,003,799</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 107,627</u></b>
<b>Capital Outlay:</b>				
	<b><u>Month to date</u></b>	<b><u>Year to date</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>
Computer equipment	\$ -	\$ -	\$ 5,000	\$ 5,000
Office equipment	-	-	-	\$ -
<b>Total Capital Outlay</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 5,000</u></b>	<b><u>\$ 5,000</u></b>

### Revenue Against Expenses 2013-2014 Major Fund



### NI Projected Vs. Actual 2013-2014



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

<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	\$ -	\$ 533,205	\$ 533,205	\$ -	0.0%
Miscellaneous/Other	-	-	-	-	0.0%
Interest on Investments	3	3,164	2,500	664	26.6%
Sponsorships and Grants	-	-	-	-	0.0%
<b>Total Revenues</b>	<b><u>3</u></b>	<b><u>536,369</u></b>	<b><u>535,705</u></b>	<b><u>664</u></b>	<b><u>0.1%</u></b>
<b>Expenses:</b>					
Personnel services	29,660	324,701	359,410	34,709	9.7%
Fringe benefits	6,162	76,236	89,675	13,439	15.0%
Professional services	628	21,614	30,050	8,436	28.1%
Repairs and maintenance	58	1,444	2,760	1,316	47.7%
Advertising and promotions	187	1,578	1,250	(328)	-26.2%
Materials and supplies	423	5,709	5,250	(459)	-8.7%
Other services and charges	2,681	12,047	15,695	3,648	23.2%
Leases	3,180	34,165	41,430	7,265	17.5%
Depreciation	184	2,209	4,000	1,791	44.8%
<b>Total Expenses</b>	<b><u>43,163</u></b>	<b><u>479,703</u></b>	<b><u>549,520</u></b>	<b><u>69,817</u></b>	<b><u>12.7%</u></b>
<b>Transfers In (Out)</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	
<b>Totals</b>	<b><u>\$ (43,160)</u></b>	<b><u>\$ 56,666</u></b>	<b><u>\$ (13,815)</u></b>	<b><u>\$ 70,481</u></b>	
<b>Capital Outlay:</b>					
	<b><u>Month to Date</u></b>	<b><u>Year to Date</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>	
Computer equipment	\$ -	\$ -	\$ 5,000	\$ 5,000	
Office equipment	-	-	-	\$ -	
Vehicular equipment	-	-	-	\$ -	
<b>Total Capital Outlay</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 5,000</u></b>	<b><u>\$ 5,000</u></b>	<b><u>100.0%</u></b>



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

<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	507,013	5,635,320	5,875,000	\$ 239,680	4.1%
Public Relations Assessment	16,767	185,142	195,840	\$ 10,698	5.5%
Customer Service Assessment	17,565	194,134	205,000	\$ 10,866	5.3%
96-gal Cart Revenue	20,261	144,913	81,840	\$ (63,073)	-77.1%
Contract Admin Costs	-	-	-	\$ -	0.0%
Sponsorships and Grants	-	10,000	10,000	\$ -	0.0%
Interest on Investments	-	-	1,630	\$ 1,630	100.0%
<b>Total Revenues</b>	<b><u>561,606</u></b>	<b><u>6,169,509</u></b>	<b><u>6,369,310</u></b>	<b><u>199,801</u></b>	<b><u>3.1%</u></b>
<b>Expenses:</b>					
Personnel services	13,610	142,461	165,145	22,684	13.7%
Fringe benefits	4,990	54,244	49,720	(4,524)	-9.1%
Professional services	833	24,279	30,995	6,716	21.7%
Repairs and maintenance	221	4,518	2,940	(1,578)	-53.7%
Advertising and promotions	(1,048)	61,950	66,750	4,800	7.2%
Materials and supplies	343	4,281	4,310	29	0.7%
Other services and charges	(363)	53,390	67,165	13,775	20.5%
Leases	2,205	24,097	26,685	2,588	9.7%
Depreciation	160	2,371	2,600	229	8.8%
Contractual services	507,013	5,635,321	5,875,000	239,679	4.1%
96-gal Cart Expense	<u>15,813</u>	<u>130,580</u>	<u>78,000</u>	<u>(52,580)</u>	<u>-67.4%</u>
<b>Total Expenses</b>	<b><u>543,777</u></b>	<b><u>6,137,492</u></b>	<b><u>6,369,310</u></b>	<b><u>231,818</u></b>	<b><u>3.6%</u></b>
<b>Transfers In (Out)</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	
<b>Totals</b>	<b><u>\$ 17,829</u></b>	<b><u>\$ 32,017</u></b>	<b><u>\$ -</u></b>	<b><u>\$ (32,017)</u></b>	
<b>Capital Outlay:</b>					
	<b><u>Month to Date</u></b>	<b><u>Year to Date</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>	
Computer equipment	\$ -	\$ -	\$ -	\$ -	
Office equipment	-	-	-	\$ -	
<b>Total Capital Outlay</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	

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

<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	\$ 43,487	\$ 442,279	\$ 580,000	\$ 137,721	23.7%
Materials Sales Rebate	8,469	96,146	100,000	\$ 3,854	3.9%
Interest on Investments	-	-	-	-	0.0%
<b>Total Revenues</b>	<b><u>51,956</u></b>	<b><u>538,425</u></b>	<b><u>680,000</u></b>	<b><u>141,575</u></b>	<b><u>20.8%</u></b>
<b>Expenses:</b>					
Personnel services	480	5,163	5,705	542	9.5%
Fringe benefits	144	1,561	1,680	119	7.1%
Professional services	1	2,018	435	(1,583)	-363.9%
Repairs and maintenance	4	176	60	(116)	-193.3%
Advertising and promotions	-	285	1,000	715	71.5%
Materials and supplies	68	596	40	(556)	-1390.0%
Other services and charges	17	401	370	(31)	-8.4%
Leases	54	585	895	310	34.6%
Contractual services	42,413	442,356	580,000	137,644	23.7%
Materials sales rebate	<u>6,703</u>	<u>68,673</u>	<u>75,000</u>	<u>6,327</u>	<u>8.4%</u>
<b>Total Expenses</b>	<b><u>56,226</u></b>	<b><u>521,814</u></b>	<b><u>665,185</u></b>	<b><u>143,371</u></b>	<b><u>21.6%</u></b>
<b>Transfers In (Out)</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	
<b>Totals</b>	<b><u>\$ (4,270)</u></b>	<b><u>\$ 16,611</u></b>	<b><u>\$ 14,815</u></b>	<b><u>\$ (1,796)</u></b>	

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

<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	\$ 278,395	\$ 3,025,970	\$ 3,784,500	\$ 758,530	20.0%
Customer Service Assessment	2,372	25,954	29,000	\$ 3,046	10.5%
Contract Admin Costs	-	-	-	\$ -	0.0%
Interest on Investments	-	-	1,860	\$ 1,860	100.0%
<b>Total Revenues</b>	<b><u>280,767</u></b>	<b><u>3,051,924</u></b>	<b><u>3,815,360</u></b>	<b><u>763,436</u></b>	<b><u>20.0%</u></b>
<b>Expenses:</b>					
Personnel services	1,321	13,901	14,855	954	6.4%
Fringe benefits	486	5,370	4,845	(525)	-10.8%
Professional services	73	2,863	3,720	857	23.0%
Repairs and maintenance	15	277	760	483	63.6%
Advertising and promotions	50	50	750	700	99.0%
Materials and supplies	12	449	1,150	701	61.0%
Other services and charges	92	1,769	1,560	(209)	-13.4%
Leases	274	2,754	2,690	(64)	-2.4%
Depreciation	-	363	530	167	31.5%
Contractual Services	<u>278,394</u>	<u>3,025,840</u>	<u>3,784,500</u>	<u>758,660</u>	<u>20.0%</u>
<b>Total Expenses</b>	<b><u>274,869</u></b>	<b><u>3,053,636</u></b>	<b><u>3,815,360</u></b>	<b><u>761,724</u></b>	<b><u>20.0%</u></b>
<b>Transfers In (Out)</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	
<b>Totals</b>	<b><u>\$ 5,898</u></b>	<b><u>\$ (1,712)</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 1,712</u></b>	
<b>Capital Outlay:</b>					
	<b><u>Month to Date</u></b>	<b><u>Year to Date</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>	
Computer equipment	\$ -	\$ -	\$ -	\$ -	
Office equipment	\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Outlay</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	

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

<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	\$ 162,363	\$ 1,613,447	\$ 2,355,000	\$ 741,553	31.5%
Materials Sales Rebate	12,840	201,755	375,000	\$ 173,245	46.2%
Interest on Investments	-	-	-	\$ -	0.0%
<b>Total Revenues</b>	<b><u>175,203</u></b>	<b><u>1,815,202</u></b>	<b><u>2,730,000</u></b>	<b><u>914,798</u></b>	<b><u>33.5%</u></b>
<b>Expenses:</b>					
Personnel services	-	39	-	(39)	98.0%
Fringe benefits	-	3	-	(3)	98.0%
Professional services	-	-	-	-	100.0%
Repairs and maintenance	-	-	-	-	100.0%
Advertising and Promotions		341	1,000	1,000	0.0%
Materials and supplies	-	196	-	(196)	59.0%
Other services and charges	64	768	-	(768)	84.0%
Contractual services	164,006	1,613,855	2,355,000	741,145	90.0%
Materials sales rebate	<u>11,211</u>	<u>195,952</u>	<u>375,000</u>	<u>179,048</u>	<u>47.7%</u>
<b>Total Expenses</b>	<b><u>175,281</u></b>	<b><u>1,811,154</u></b>	<b><u>2,731,000</u></b>	<b><u>920,187</u></b>	<b><u>33.7%</u></b>
<b>Transfers In (Out)</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	
<b>Totals</b>	<b><u>\$ (78)</u></b>	<b><u>\$ 4,048</u></b>	<b><u>\$ (1,000)</u></b>	<b><u>\$ (5,389)</u></b>	

**CONSIDERATION OF RESOLUTION 14-24: VRS CONTRIBUTION RATE ELECTION**

The 2013 Appropriations Act, Item 468(H) adopted by the General Assembly allows localities and political subdivisions to make an election regarding the employer retirement contribution rate each biennium. Each political subdivision has to elect their contribution rate prior to July 1, 2014.

The CVWMA must choose one of the following rates:

- 8.69% - the rate certified by the VRS Board of Trustees for 2015--2016 biennium; or
- 7.54% - the alternate rate, which is the higher of the current rate certified by the VRS Board for FY 2012 or 80 percent of the VRS Board-certified rate for 2015-2016.

The intent of the language in the Appropriations Act was to offer localities and schools some budget relief for the coming fiscal year with respect to the amount of their retirement contributions. However, this does not change the Board-certified rate or the recommended employer contribution rate.

In 2012, CVWMA elected the rate certified by the VRS Board of Trustees. The following needs to be taken into consideration regarding the Alternate Rate:

- Will result in a reduction of contributions to the employer account and the investment earnings likely generated, which means there will be fewer assets available for benefits,
- Will likely result in lower funded ratio when the next Actuarial Valuation is performed and, thus a higher calculated contribution rate at the time, and
- Would require inclusion of Net Pension Obligation under GASB standards in the financials.

The approved CVWMA 2015 Operating Budget, which is balanced includes 10.63% estimated employer contribution rate in the Retirement line-item, thus more than covering the VRS Board certified rate of 8.69% and even resulting in some savings. Reducing the rate in the short term, could have a negative financial and budgeting impact on the Authority in the future.

**Resolution 14-24** recommends that the Central Virginia Waste Management Authority elects to continue to pay the certified rate 8.69% effective July 1, 2014.

***Recommended Action:*** Approval of **Resolution 14-24**

Attachment

# RESOLUTION 14-24

**BE IT RESOLVED**, that the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY 5-5944 does hereby acknowledge that its contribution rates effective July 1, 2014 shall be based on the higher of a) the contribution rate in effect for FY 2012, or b) eighty percent of the results of the June 30, 2013 actuarial valuation of assets and liabilities as approved by the Virginia Retirement System Board of Trustees for the 2014-16 biennium (the “Alternate Rate”) provided that, at its option, the contribution rate may be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code § 51.1-145(I) resulting from the June 30, 2013 actuarial value of assets and liabilities (the “Certified Rate”); and

**BE IT ALSO RESOLVED**, that the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY 5-5944 does hereby certify to the Virginia Retirement System Board of Trustees that it elects to pay the following contribution rate effective July 1, 2014: The Certified Rate of 8.69%;and

**BE IT ALSO RESOLVED**, that the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY 5-5944 does hereby certify to the Virginia Retirement System Board of Trustees that it has reviewed and understands the information provided by the Virginia Retirement System outlining the potential future fiscal implications of any election made under the provisions of this resolution; and

**NOW, THEREFORE**, the officers of CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY 5-5944 are hereby authorized and directed in the name of the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY to carry out the provisions of this resolution, and said officers of the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY for this purpose.

## CERTIFICATE

I, Chairman of the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY, certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY held in Richmond, Virginia at nine o'clock on Friday, June 20, 2014. Given under my hand and seal of the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY this 20th day of June, 2014.

**Adopted this 20<sup>th</sup> day of June 2014**

**Attest:** \_\_\_\_\_  
**Stephen E. Chidsey, Chairman**