



**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS MEETING AGENDA  
OCTOBER 15, 2021  
2104 WEST LABURNUM AVENUE  
RICHMOND, VA, 23227**

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER**

**9:00 a.m.**

**CERTIFICATION OF QUORUM**

**AGENDA**

**Page(s)**

1. Public Comment Period
2. Minutes of the Regular Meeting of September 17, 2021 **3-10**
3. Chairman's Report
  - Resolution of Appreciation for Mary Beth Mains **11**
  - Resolution of Appreciation for Denise Gammon **12**
4. Treasurer's Report
  - Financial Reports for September 2021 **13-20**
5. Operations and Technical Advisory Committee Report **21**
  - Presentation by TFC
6. Public Information Report **22**
7. Administrative

**OLD/NEW BUSINESS**

**ADJOURNMENT**

**STRATEGIC PLANNING**

**Upcoming Meetings:**

Executive Committee Meeting - Tuesday, November 9, 2021 – 11:00 a.m.

Technical Advisory Committee - Thursday, November 4, 2021 – 9:00 a.m.

Board of Directors Meeting – Friday November 19, 2021 – 9:00 a.m.

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

**MINUTES OF THE REGULAR MEETING OF SEPTEMBER 17, 2021**

Minutes of the September 17, 2021, CVWMA Board of Directors meeting are attached for review and consideration.

**Recommended Action:** Approval of minutes

Attachment

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES  
SEPTEMBER 17, 2021  
2104 WEST LABURNUM AVENUE  
RICHMOND, VA**

**MEMBERS/ALTERNATES PRESENT**

**Voting:**

Patricia Paige (M-New Kent), Chairman  
Robert L. Dunn (M-Chesterfield), Vice-Chairman  
J. Allen Lane (M-Henrico), Treasurer  
Miles Jones (M-Richmond), Secretary  
Tangela Innis (M-Petersburg), Director  
Stephen Chidsey (M-Ashland)  
Cary Drane (M-Chesterfield)  
Todd Flippen (A-Colonial Heights)  
Wendy Grady (M-Goochland)  
David Howard (A-Hanover)  
Marcia E. Kelley (M-Henrico)  
Jon Clary (A-Henrico)  
Johnny Melis (A-Powhatan)  
Dean Simmons (M-Prince George)

**Non-Voting:**

Jeffrey Howard (A-Chesterfield)  
Josh Byerly (A-Henrico)  
John Lockwood (A-New Kent)  
William Rigglesman (A-Petersburg)

**Staff:**

Kimberly A. Hynes, Executive Director  
Kenna Shea, Accounting & Financial Manager  
Reginald D. Thompson, Operations Analyst  
Stephanie Breaker, Sr. Customer Service Supervisor  
Mary Beth Mains, Part-Time Administrative Assistant

**MEMBERS/ALTERNATES NOT PRESENT**

Jenny Schontag (A-Ashland)  
Ricky Hicks (M-Charles City)  
Michelle Johnson (A-Charles City)  
Clay Bowles (M-Chesterfield)  
Scott Zaremba (A-Chesterfield)  
Al Pace (A-Chesterfield)  
Doug Smith (M-Colonial Heights)  
Dwayne Jones (A-Goochland)  
Randy Hardman (M-Hanover)  
Susan Dibble (M-Hanover)  
Michael Flagg (A-Hanover)  
Bentley Chan (A-Henrico)  
Monique Robertson (M-Hopewell)  
Karin Carmack (M-Powhatan)  
Percy Ashcraft (A-Prince George)  
Nathan Joyce (M-Richmond)

**Guests:**

Nancy Drumheller

Chairman Paige (M-New Kent) welcomed all to the meeting and started the meeting by having all attendees recite the Pledge of Allegiance. With a quorum in attendance, she called the meeting to order at 9:00 a.m.

## **CHAIRMAN'S AGENDA**

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

Chairman Paige (M-New Kent) opened the public comment period and with no one in attendance to address the Board and no one had contacted staff previously, she closed the public comment period.

### **Item No. 2: Minutes of the Regular Meeting of August 13, 2021**

Chairman Paige opened the floor for a motion to approve the minutes of the regular meeting of August 13, 2021, as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), Vice Chairman, seconded by Mrs. T. Innis (M-Petersburg), Director, and carried that the minutes of the August 13, 2021, Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting be approved as submitted.

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

Chairman Paige welcomed all to the meeting and stated there is a lot of information to go over.

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

#### ***2021 Annual Comprehensive Financial Report (ACFR)***

Mrs. K. Hynes, Executive Director, stated the Audit Committee met with the Brown & Edwards, CVWMA audit firm. The FY21 CAFR as reported by the Authority received an unmodified opinion, (unqualified opinion) which is the highest audit rating. Brown & Edwards found no material weaknesses in the internal control structure during the audit. Mrs. Hynes noted the annual report is similar in format as previous years, however is no longer called the Comprehensive Annual Financial Report but is now called the Annual Comprehensive Annual Report.

Mrs. Hynes recapped the year noting CVWMA recorded a loss of \$208,817 in FY 2021, reducing net position to \$482,154 at June 30, 2021. She noted the current year impact of the VRS and OPEB actuarial valuations resulted in a reduction of net position of almost \$96,000. She speculated that some of the reduction was likely related to Covid-19 and the reduction of the asset values, increasing net pension obligation. She reminded the Board this is an adjustment each year required by the GASB that is not budgeted as it could result in a positive or a negative impact on the bottom line. The loss before the retirement and OPEB adjustments is \$113,249. She reminded the Board that \$81,000 of the loss was appropriated by the Board and spent on developing the strategic plan. The reserve balance represents 2.5% of the 2021 total budget and 40% of the administrative budget. Nearly 95% of the Budget is passed through to the localities based on program participation. Out of the nearly \$18 million budget, about \$1 million is administrative. The CVWMA has a target reserve balance of 5%.

The next slide, Mrs. Hynes shared the actual versus budget and the variances in the various categories. She noted we did not meet the investment income goal, resulting in the additional loss. Revenues increased 3.5%, partly because recycling revenue was down. This is due to increased value of recyclable commodities, which has resulted in reduced costs based on the revenue share in our contracts. Material sales rebate revenues have increased significantly in 2021 with the improvement in the market prices. CVWMA has also seen significant increases and use of the Yard Waste Grinding Program.

Continuing, Mrs. Hynes noted increases in contractual revenues coincide with the increase in revenues and the administrative expense have remained fairly consistent over the last 10 years.

Mrs. Hynes reminded the Board the ACFR is due to the Virginia Auditor of Public Accounts (APA) by September 30<sup>th</sup>. The staff is requesting approval of the report and transmittal to the APA. A motion was made by Mr. R. Dunn (M-Chesterfield), Vice-Chairman seconded by Ms. T. Innis (M-Petersburg), Director and carried that the 2021 ACFR be approved and submitted to the Virginia Auditor of Public Accounts

#### **Item No. 5: Financial Reports for August 2021**

Mrs. K. Shea, CVWMA Accounting and Financial Manager, reported the August financial activity is consistent with the second month of the new year. The Authority has a combined Net Income of \$495,173 and the net income will continue to decrease each month as expenses are incurred throughout the fiscal year. The accounts receivable schedule reflects the details of the amounts due to the Authority as of the end of the month and one account is 60 days past due totaling \$596 and CVWMA is working on getting that account current.

Chairman Paige opened the floor for a motion to accept and file the Financial Reports for August 2021 as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), Vice-Chairman, seconded by Mrs. T. Innis (M-Petersburg) and carried that the Financial Reports for August 2021 be approved and filed as submitted.

#### **Item No. 6: Operations and Technical Advisory Committee (TAC) Report**

Mrs. Hynes reported on behalf of Rich Nolan, CVWMA Director of Operations. She noted after recent discussions, the Board had discussed moving to a little different format of sharing operational and TAC information. The staff provided a written report in the Board agenda, and also sent out an update to that report before the meeting. She highlighted that the biggest issues CVWMA is dealing with is service delays with recycling and trash collection. She updated the Board on the recycling delays and the cancellation of one day. She reported that TFC has been working on hiring more drivers and finding other alternatives (temp agencies) for helpers as well as making sure trucks are maintained. They do not want to cancel any more days and are working to get caught up over the next several weeks. Mr. J. Howard (A-Chesterfield) noted that Chesterfield County is also in need of temp workers and indicated the County has to find temps and then send them to the temp agencies to sign up.

Mrs. Hynes noted that, as the situation seems to change frequently, we have been driving folks to the website for updates to cut down on the volume of calls to be better responsive. CVWMA communicated via email to our 45,000 email subscribers and on the website and social media, and through the news an apology to the citizens and the reasons for the delays and the expectation of the duration of delays.

Mrs. Hynes also noted paper markets have continued to increase over the last several. Mixed Paper and Newsprint prices increased significantly in August and again in September. CVWMA and the localities are receiving the maximum \$50/ton on the recyclables collected at the curb, as a result. In February 2020, localities were paying \$30/ton to process the recyclables, an \$80/ton savings.

Mrs. Hynes asked Mr. J. Clary (A-Henrico) if he had any comments on the TAC report, to which he responded he did not. In reviewing the program statistics for July 2021, Mr. S. Chidsey (M-Ashland) asked the Authority to look into 1) decrease in volume of OCC from the prior year 2) Petersburg set-out rate is 55.2% and only 10.7 pounds per set out which seems inconsistent with other jurisdictions and around the

country 3) New Kent volume of trash collected at the 634 site jumped up 34% and 4) would like to see prior year numbers on Drop-Off recycling program and the yard waste program. Mrs. Hynes noted she would ask Mr. Nolan to respond to each of these questions before or at the next meeting.

#### **Item No. 7: Public Information Report**

Mrs. Hynes asked if there were any questions on the written public information report. She indicated she has been reviewing resumes for the Public Relations Coordinator position and hopes to have someone on board soon. She also informed the Board, Denise Gammon, the Recycling Education and Outreach Specialist has resigned her position for another organization. She indicated, once the Public Relations Coordinator is hired, she will work with that person to determine what is needed to support that position. Chairman Paige thanked the Authority for the manner in which we have responded to the public on the service delays.

Mrs. M. Kelley (M-Henrico) asked how CVWMA is going to handle requests for information and education. Mrs. Hynes indicated that we have utilized the Young Scientist in the past to educate on our programs and we will likely be using the Young Scientists in the meantime. Nancy Drumheller is also continuing to help with the website and social media on a contract basis.

#### **Item No. 8: Strategic Planning**

Mrs. Hynes indicated that at this meeting we will be focusing on Vision and Mission and at the next meeting we will go over and discuss the recommended goals. She reminded the Board that back in June, that the consensus at the time was that some of the existing guiding documents needed editing and reorganizing to ensure clarity. Part of the process includes asking ourselves ‘where we want to be’, ‘what we currently do’ and ‘what do we want to be doing’ and where do we see ourselves in 20 years.’

She began by going over the existing mission and proposals by GBB which came from common themes from the interview and survey process. Of the 11 comments CVWMA received in advance, overwhelmingly 9 indicated to keep the current vision, or a variation of the current vision. There were a couple of comments to edit the vision to add at the end “..and your community” and/or change to “To lead the region....” She asked the Board their thoughts on the comments and suggested edits.

Mrs. R. Dunn (M-Chesterfield) thinks we need to be the ‘recognized leader’ not just ‘to lead.’ If we are the recognized leader, people know where to go versus if you are just leading, we are silent. Mrs. M. Kelley (M-Henrico) agreed with Mr. Dunn and indicated she feels we should leave the vision exactly as was adopted by the Board five years ago.

Mr. C. Drane (M-Chesterfield) indicated his only issue with the vision statement is that it doesn’t have complete ownership and the way to achieve that would be to include the community. People don’t have the same ideas of environment but if we say its your community, there will be more ownership. Mrs. Kelley (M-Henrico) said she doesn’t think that is necessary. She thinks the goal is to protect the environment and that it is for all the communities in the region. Mr. R. Dunn (M-Chesterfield) also commented that the vision does use the word “regionally” which gives ownership to this area. Mr. Drane continued that by saying ‘regional’, people in Richmond don’t often care about what happens in other jurisdictions, for example.

Mrs. Kelley responded that we care because we are 13 localities banded together to achieve common goals. Mr. Drane indicated its not about us, its about the communities we serve. Mr. S. Chidsey (M-Ashland) indicated he like the existing vision.

Chairman Paige indicated, since we don't have a consensus that we should vote. She indicated she liked 'in your community' because sometimes people in the region don't recognize CVWMA, but they recognize 'their community.'

Mrs. M. Kelley (M-Henrico) she doesn't think the 'and your community' is necessary but if we were to add that, what does the word 'your' mean? To whom are we addressing the 'your', or each individual locality or the individuals who live in the 13 localities. She believes the 'your' is not defined and does not belong in a vision statement. We are not addressing each individual.

Mr. C. Drane (M-Chesterfield) responded that he feels a vision statement is designed for openness and inclusion. Isn't our vision and mission to be serving the individuals in the 13 localities, not the locations themselves. Its about engaging these individuals to recycle and to manage their own waste. Our next 5-10 years are going to be managing all of the waste these individuals will be creating. If they can't take ownership and we aren't instilling ownership in these communities, it will pile up, literally and figuratively.

Mrs. Kelley believes the individuals can be covered in our goals, which are what we want to encourage localities to provide to citizens. Mr. Drane responded, but are the goals what we are marketing or is the vision going to be the marketing statement? People are going to seeing the vision and mission not the goals.

Chairman Paige asked if there was anymore discussion or thoughts on the vision. Mr. J. Clary (A-Henrico) asked if this requires a Board vote. Chairman Paige responded that we need a consensus to move forward and it appears without a vote piece by piece, we will be at the same impasse when it comes to voting on the plan. Mr. J. Clary (A-Henrico) also asked if the item by resolution has to be on the agenda in order to vote. Mrs. Hynes responded that any Board member can make a motion on a topic during the board meeting.

Chairman Paige reminded the Board we have worked on this plan for the better part of a year and have been inclusive of the Board and stakeholders. At this late hour, we shouldn't be pushing this down the road and continually begging 34 people to participate in "our" strategic plan which will be a living, working document. We have all of the input and the comments, and if we are committed to the Authority and this has been a healthy and inclusive process, she feels we need to vote to move forward. Otherwise, we will be coming to the vision and mission.

Mr. R. Dunn (M-Chesterfield) motioned, and Mrs. M. Kelley (M-Henrico) seconded to keep the existing mission statement. Mr. S. Chidsey (M-Ashland) said he believes we need a motion to amend the agenda to allow for the vote because a vote is not on the agenda. Mr. J. Melis (A-Powhatan) responded if no action was taken, the existing mission would stand. Someone would need to make a motion to change it. Mr. R. Dunn (M-Chesterfield) rescinded the motion.

Mr. C. Drane (M-Chesterfield) motioned to amend the existing mission to add "and your community" at the end to read *"To be the recognized leader in regionally sustainable waste management practices that protect the environment and your community."* The motion was seconded by Mr. M. Jones (M-Richmond). Those in favor included: Mr. M. Jones (M-Richmond), Ms. T. Innis (M-Petersburg), Mr. C. Drane (M-Chesterfield), Ms. W. Grady (M-Goochland), Mr. D. Simmons (M-Prince George) and Chairman Paige. Those opposed included: Mr. R. Dunn (M-Chesterfield), Mr. A. Lane (M-Henrico), Mrs. M. Kelley (M-Henrico), Mr. S. Chidsey (M-Ashland), Mr. J. Melis (A. Powhatan), Mr. T. Flippen (A-Colonial Heights), Mr. D. Howard (A-Hanover) and Mr. J. Clary (A-Henrico). The motion did not pass. The vision remains as *"To be the recognized leader in regionally sustainable waste management practices that protect the environment."*



Mrs. Hynes moved on to the mission. Similar to the vision, 9 of the 11 Board members/alternates who responded want to keep the current mission or some variation of the current mission. There were some suggested revisions to the existing mission to include ‘empowering every person in central Virginia’ and/or changing the word ‘Fostering’ or ‘Championing.’

Mr. S. Chidsey (M-Ashland) noted that service availability and economics of programs are different in every jurisdiction, so we should be careful when adding ‘empowering’ every person. Mrs. Hynes responded that to her empowering every person means engaging individuals in the programs and opportunities that are available to them.

Mrs. M. Kelley (M-Henrico) said it should stay exactly the way it is. We worked hard on it five years ago and it seems to describe what we want to do. The word collaboration is very important. The message covers all of our basis.

Mr. C. Drane (M-Chesterfield) said it is a strong statement although he believes there are a couple of archaic terms; fostering being one of them.

Chairman Paige asked if everyone is in agreement with the existing mission statement. Mr. R. Dunn (M-Chesterfield) motioned, and Mrs. M. Kelley (M-Henrico) seconded to keep the existing mission statement *“Fostering regional collaboration to provide planning, resources and education in order to reduce, reuse, recycle and manage solid waste for our 13 jurisdictions.”* The motion carried with one abstention: Mr. C. Drane (M-Chesterfield).

Mrs. Hynes indicated that we move forward with our discussion on goals at the next Board meeting in October. Chairman Paige reminded the Board that 5-6 years ago, several members weren’t on the board she doesn’t want anyone to be discouraged if they weren’t a part of the original writing of the strategic plan. All of the work done originally is appreciated, and we should always be looking to the future and be flexible in providing ways to better serve our community, so fresh eyes are always welcome.

#### **Item No. 9: Resolution of Appreciation for Nancy Drumheller**

Mrs. K. Shea read the Resolution of Appreciation for Mrs. Nancy Drumheller. A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. J. Clary (A-Henrico) and carried approving the Resolution of Appreciation for Mrs. Nancy Drumheller.

Chairman Paige thanked Mrs. Drumheller for her many years of service and expressed that her time in working with Nancy has been so fun. She has learned so much about trash and recycling from Nancy. Nancy will not be replaced, only the position. She appreciated Nancy and thanked her so much for all she has done for the Authority and the region.

Nancy thanked Chairman Paige and everyone for the recognition, the many opportunities afforded her and the confidence in her in representing the Authority.

Mrs. Hynes added that in the resolution, the words “energy” and “enthusiasm” should be big and bold. Nancy has lived, eaten and breathed CVWMA during her 13 years. She has been a true asset to the Authority and to the region and she will be sorely missed. She again thanked Nancy and wished her well in retirement.

#### **ADJOURNMENT**

With no further business to come before the Board, Chairman Paige opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 10:15am. The motion was made by Mr. R. Dunn (M-Chesterfield), Vice-Chairman, seconded by Ms. T. Innis (M-Petersburg), Director, and carried that the September 17, 2021, Board of Directors' meeting be adjourned.



### **CERTIFICATE**

I, Patricia Paige, Chairman of the CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the September 17, 2021, 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., October 15, 2021. Given under my hand and seal of the CVWMA this 15th day of October 2021.

---

**Patricia Paige, Chairman**



# Resolution of Appreciation

Presented to

***MARY BETH MAINS***

UPON COMPLETION OF HER SERVICE AS ADMINISTRATIVE ASSISTANT OF THE  
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY

**WHEREAS**, Mary Beth Mains joined the Central Virginia Waste Management Authority as Administrative Assistant part-time on November 13, 2017; and

**WHEREAS**, Ms. Mains served the Authority with enthusiasm, dedication, professionalism, and initiative for nearly four years; and

**WHEREAS**, Ms. Mains has demonstrated effective communications skills in working with the public as well as developing relationships with member localities, contract service providers and Authority Board of Directors and staff that have been productive for the region during her tenure with the Authority; and

**WHEREAS**, Ms. Mains fostered a positive working environment for the Authority by providing her organizational skills, knowledge and best practices in office management; and

**WHEREAS**, Ms. Mains has been instrumental in fostering the Authority's mission, including raising awareness about recycling opportunities and promoting environmental stewardship throughout the region; and

**WHEREAS**, Ms. Mains has resigned from the position of Administrative Assistant of the Authority effective September 21, 2021; and therefore

**BE IT RESOLVED**, that the Board of Directors of the Central Virginia Waste Management Authority recognizes, thanks and commends Mary Beth Mains for her outstanding service, efforts, and achievements as Administrative Assistant of the Central Virginia Waste Management 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 15<sup>th</sup> day of October 2021**

Attest: \_\_\_\_\_  
**Patricia Paige, Chairman of the Board**



# Resolution of Appreciation

Presented to

***DENISE GAMMON***

UPON COMPLETION OF HER SERVICE AS  
RECYCLING EDUCATION AND OUTREACH SPECIALIST OF THE  
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY

***WHEREAS***, Denise Gammon joined the Central Virginia Waste Management Authority on February 6, 2021 as Recycling Education and Outreach Specialist; and

***WHEREAS***, Ms. Gammon served the Authority with enthusiasm, dedication, professionalism, initiative and creativity; and

***WHEREAS***, Ms. Gammon promoted Authority programs through research, development, implementation and coordination of recycling education and outreach programs and initiatives; and

***WHEREAS***, Ms. Gammon fostered relationships and partnerships with member localities, school leaders, Authority Board of Directors and staff; and

***WHEREAS***, Ms. Gammon has created a positive image for the Authority by providing her knowledge and expertise in the area of education and outreach and guiding the creation and implementation of resources; and

***WHEREAS***, Ms. Gammon has resigned from her position as Recycling Education and Outreach Specialist effective September 21, 2021; and therefore

***BE IT RESOLVED***, that the Board of Directors of the Central Virginia Waste Management Authority recognizes, thanks and commends Denise Gammon for her outstanding service, efforts, and achievements as Recycling Education and Outreach Specialist of 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 15<sup>th</sup> day of October 2021**

**Attest:** \_\_\_\_\_  
**Patricia Paige, Chairman of the Board**

## **TREASURER'S REPORT**

### **Financial Reports for September 2021**

The monthly financial activity is consistent with anticipated levels of service for the third month of the fiscal year. The Authority has a combined Net Income of \$451,828 year to date and remains within total budget in all funds.

The Accounts Receivable schedule is included and reflects the amounts due to the Authority as of September 30. There are no accounts more than 60 days past due on September 30.

The Annual Comprehensive Financial Report (ACFR) was submitted to the Virginia Auditor of Public Accounts by the deadline September 30.

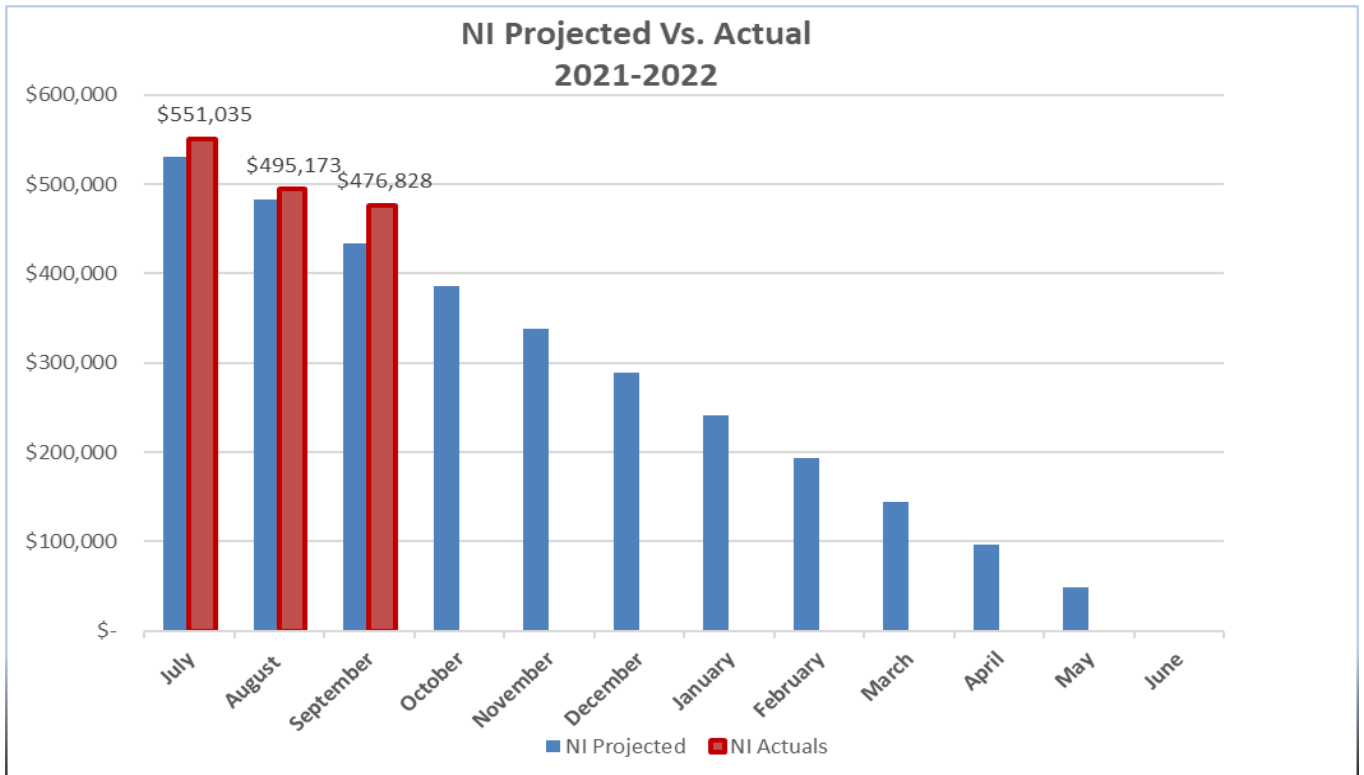
**Recommended Action:** Approval of the September 2021 Treasurer's Report

Attachments

**Central Virginia Waste Management Authority**  
**Summary Statement of Actual Revenues and Expenses by Fund**  
**July-September 2021**

	<u>Total Revenues</u>	<u>Total Expenses</u>	<u>NI Totals</u>
General Operating Fund	\$ 592,475	168,501	\$ 423,974
Curbside Project Fund	1,964,560	1,923,868	\$ 40,692
Drop-Off Project Fund	353,479	337,140	\$ 16,339
Municipal Solid Waste Fund	830,231	834,415	\$ (4,184)
CFC/HCFC	20,175	20,175	\$ -
Special Waste Collections	53,510	53,510	\$ -
Waste Tire Fund	5,260	5,260	\$ -
Appliance and Scrap Metal Hauling	271,582	271,582	\$ -
Yard Waste Projects	98,158	98,158	\$ -
Waste Transfer & Disposal	452,763	452,756	\$ 7
<b>Totals</b>	<b><u>\$ 4,642,192</u></b>	<b><u>\$ 4,165,364</u></b>	<b><u>\$ 476,828</u></b>

	<u>Month to date</u>	<u>Year to date</u>	<u>Budget</u>
<b>Capital Outlay</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 20,000</u></b>



**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July-September 2021**

**General Operating Fund**

	<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	\$ -	\$ 579,188	\$ 579,190	\$ 2	0.0%
Interest on Investments	<u>12,184</u>	<u>13,287</u>	<u>40,870</u>	<u>27,583</u>	<u>67.5%</u>
<b>Total Revenues</b>	<u>12,184</u>	<u>592,475</u>	<u>620,060</u>	<u>27,585</u>	<u>4.4%</u>
<b>Expenses:</b>					
Personnel services	30,557	101,020	435,185	334,165	76.8%
Fringe benefits	8,939	26,573	93,980	67,407	71.7%
Professional services	7,659	15,442	34,550	19,108	55.3%
Repairs and maintenance	(514)	1,325	1,950	625	32.1%
Advertising and promotions	-	-	1,250	1,250	100.0%
Materials and supplies	544	1,449	3,800	2,351	61.9%
Other services and charges	4,115	7,368	9,515	2,147	22.6%
Leases	4,496	12,930	50,710	37,780	74.5%
Depreciation	<u>798</u>	<u>2,394</u>	<u>12,000</u>	<u>9,606</u>	<u>80.1%</u>
<b>Total Expenses</b>	<u>56,594</u>	<u>168,501</u>	<u>642,940</u>	<u>474,439</u>	<u>73.8%</u>
<b>Net Income</b>	<u><b>\$ (44,410)</b></u>	<u><b>\$ 423,974</b></u>	<u><b>\$ (22,880)</b></u>	<u><b>\$ 446,854</b></u>	
<b>Capital Outlay</b>					
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ -</u>	

**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July-September 2021**

**Curbside Project Fund**

	<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	\$ 522,014	\$ 1,765,387	\$ 9,100,000	\$ 7,334,613	80.6%
Public Relations Assessment	20,487	63,121	253,000	189,879	75.1%
Customer Service Assessment	22,327	68,865	276,000	207,135	75.0%
96-gal Cart Revenue	24,920	66,609	238,800	172,191	72.1%
Contract Admin Costs	-	-	-	-	
Sponsorship and Grants	-	-	10,000	10,000	100.0%
Material Sales Rebate	-	-	-	-	
Interest on Investments	187	578	9,780	9,202	94.1%
<b>Total Revenues</b>	<b>589,935</b>	<b>1,964,560</b>	<b>9,887,580</b>	<b>7,923,020</b>	<b>80.1%</b>
<b>Expenses:</b>					
Personnel services	13,011	53,426	262,565	209,139	79.7%
Fringe benefits	5,100	16,837	74,330	57,493	77.3%
Professional services	5,016	12,033	28,855	16,822	58.3%
Repairs and maintenance	(363)	887	1,750	863	49.3%
Advertising and promotions	75	348	82,000	81,652	99.6%
Materials and supplies	333	676	2,800	2,124	75.9%
Other services and charges	3,666	5,794	63,780	57,986	90.9%
Leases	3,394	9,734	38,000	28,266	74.4%
Depreciation	229	689	5,500	4,811	87.5%
Contractual services	522,014	1,765,387	9,100,000	7,334,613	80.6%
96-gal Cart Expense	21,552	58,057	228,000	169,943	74.5%
Contingencies	-	-	-	-	-
<b>Total Expenses</b>	<b>574,027</b>	<b>1,923,868</b>	<b>9,887,580</b>	<b>7,963,712</b>	<b>80.5%</b>
<b>Net Income</b>	<b>\$ 15,908</b>	<b>\$ 40,692</b>	<b>\$ -</b>	<b>\$ 40,692</b>	
<b>Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	



**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July-September 2021**

---

**Drop Off Project Fund**

	<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	\$ 116,321	\$ 245,053	\$ 1,420,000	\$ 1,174,947	82.7%
Materials Sales Rebate	40,627	108,245	195,000	86,755	44.5%
Interest on Investments	<u>59</u>	<u>181</u>	<u>3,000</u>	<u>2,819</u>	<u>94.0%</u>
<b>Total Revenues</b>	<u>157,007</u>	<u>353,479</u>	<u>1,618,000</u>	<u>1,264,521</u>	<u>78.2%</u>
<b>Expenses:</b>					
Personnel services	331	2,392	11,135	8,743	78.5%
Fringe benefits	171	637	3,100	2,463	79.5%
Professional services	495	994	2,395	1,401	58.5%
Repairs and maintenance	(163)	104	150	46	30.7%
Materials and supplies	36	81	235	154	65.5%
Other services and charges	37	110	530	420	79.2%
Leases	145	413	1,575	1,162	73.8%
Contractual services	116,321	245,053	1,420,000	1,174,947	82.7%
Materials sales rebate	<u>28,244</u>	<u>87,356</u>	<u>156,000</u>	<u>68,644</u>	<u>44.0%</u>
<b>Total Expenses</b>	<u>145,617</u>	<u>337,140</u>	<u>1,595,120</u>	<u>1,257,980</u>	<u>78.9%</u>
<b>Net Income</b>	<b><u>\$ 11,390</u></b>	<b><u>\$ 16,339</u></b>	<b><u>\$ 22,880</u></b>	<b><u>\$ (6,541)</u></b>	

**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July-September 2021**

**Municipal Solid Waste Fund**

	<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><i>Revenues:</i></b>					
Project Service Fees	\$ 265,251	\$ 824,075	\$ 3,525,285	\$ 2,701,210	76.6%
Customer Service Assessment	1,788	5,759	35,500	29,741	83.8%
Contract Admin Costs	-	-	-	-	0.0%
Interest on Investments	<u>128</u>	<u>397</u>	<u>6,350</u>	<u>5,953</u>	<u>93.7%</u>
<b><i>Total Revenues</i></b>	<u>267,167</u>	<u>830,231</u>	<u>3,567,135</u>	<u>2,736,904</u>	<u>76.7%</u>
<b><i>Expenses:</i></b>					
Personnel services	918	4,299	21,590	17,291	80.1%
Fringe benefits	379	1,290	6,290	5,000	79.5%
Professional services	1,277	2,796	7,020	4,224	60.2%
Repairs and maintenance	(8)	314	550	236	42.9%
Advertising and promotions	-	-	-	-	99.0%
Materials and supplies	86	193	615	422	68.6%
Other services and charges	149	442	1,715	1,273	74.2%
Leases	282	804	3,170	2,366	74.6%
Depreciation	67	202	900	698	77.6%
Contractual Services	<u>265,251</u>	<u>824,075</u>	<u>3,525,285</u>	<u>2,701,210</u>	<u>76.6%</u>
<b><i>Total Expenses</i></b>	<u>268,401</u>	<u>834,415</u>	<u>3,567,135</u>	<u>2,732,720</u>	<u>76.6%</u>
<b><i>Net Income</i></b>	<b><u><u>\$ (1,234)</u></u></b>	<b><u><u>\$ (4,184)</u></u></b>	<b><u><u>\$ -</u></u></b>	<b><u><u>\$ (4,184)</u></u></b>	
<b><i>Capital Outlay</i></b>					
	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	

**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July-September 2021**

---

**Other Special Projects**

	<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><i>Revenues:</i></b>					
Project Service Fees	\$ 225,477	\$ 604,492	\$ 3,359,000	\$ 2,754,508	82.0%
Materials Sales Rebate	<u>86,945</u>	<u>296,955</u>	<u>620,000</u>	<u>323,045</u>	<u>52.1%</u>
<b><i>Total Revenues</i></b>	<u>312,422</u>	<u>901,447</u>	<u>3,979,000</u>	<u>3,077,553</u>	<u>77.3%</u>
<b><i>Expenses:</i></b>					
Contractual services	225,476	604,485	3,359,000	2,754,515	90.0%
Materials sales rebate	<u>86,945</u>	<u>296,955</u>	<u>620,000</u>	<u>323,045</u>	<u>52.1%</u>
<b><i>Total Expenses</i></b>	<u>312,421</u>	<u>901,440</u>	<u>3,979,000</u>	<u>3,077,560</u>	<u>77.3%</u>
<b><i>Net Income</i></b>	<u><u>\$ 1</u></u>	<u><u>\$ 7</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 7</u></u>	

**Central Virginia Waste Management Authority**  
**Accounts Receivable**  
**September 2021**

---

	<b>Total</b>	<b>Over 60 days</b>	<b>Current w/in 60 days</b>
Department of General Services	2,491		2,491
Ashland	16,039		16,039
Charles City			-
Chesterfield	92,233		92,233
Colonial Heights	72,952		72,952
Goochland	38,685		38,685
Hanover	26,956		26,956
Henrico	198,399		198,399
Hopewell	109,953		109,953
New Kent	1,407		1,407
Petersburg	126,646		126,646
Powhatan	41,896		41,896
Prince George			-
Richmond	146,883		146,883
Totals	\$ 874,540	\$ -	\$ 874,540

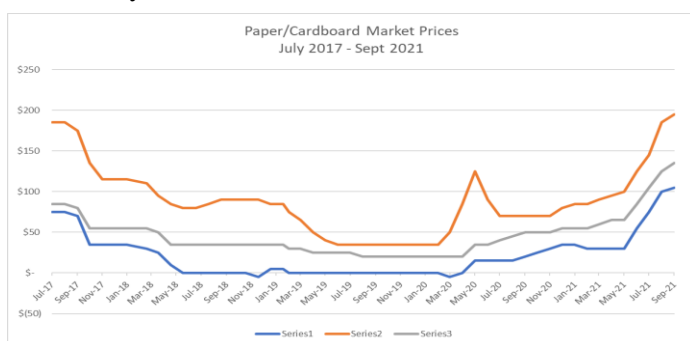
## OPERATIONS AND TECHNICAL ADVISORY COMMITTEE REPORT

### *Recycling:*

Residential Recycling tons for the month of September 2021 were 2,600 tons, compared to 3,167 in September 2020. Residential Recycling tons collected year to date is 8,096 tons. Year to date, this is 1,151 tons less than the first quarter last year. More people back at work and school resulting in fewer tonnages in addition to service delays. TFC also canceled collections on a Blue Thursday and part of a Red Thursday in the month of September 2021 leading to a decrease in tonnage.

Significant service delays continue in the month due to driver and helper shortages and supply chain issues with truck parts. CVWMA has been working to communicate delays and cancellations as we are updated by TFC. Residents have been frustrated by the delays and our responsiveness. As the situation seems to change frequently, we have been driving folks to the website for updates to cut down on the volume of calls to be more responsive. Per TFC, collections should be caught up by the end of October 2021 and hopefully will be able to start November 2021 back on schedule. A letter from TFC was also sent to the CVWMA explaining the reasons for the service delays and has been shared with the Board. Representative of TFC will attend the Board meeting to discuss further plans to get back on a regular collection schedule.

Paper markets have maintained the solid pricing in October 2021. Mixed Paper, OCC, and Newsprint prices have remained the same as September 2021. CVWMA and the localities are receiving the maximum \$50/ton on the recyclables collected at the curb, as a result.



<b>OCC</b>	\$195/ton
<b>Mixed Paper</b>	\$105/ton
<b>Newsprint</b>	\$135/ton
<b>Steel</b>	\$260/ton

### **Municipal Solid Waste**

Driver shortages and COVID-19 infections continue to hinder Meridian Waste from collecting MSW in a timely manner, particularly in Hopewell and Petersburg Recycling. Staff is meeting with Meridian Waste staff monthly to discuss the service issues. The CVWMA has received five proposals for MSW Services in the Tri-Cities and Town of Ashland. The Proposals are being reviewed by the evaluation committee and staff will come back to the Board with a recommendation soon. The current contract for Colonial Heights expires June 30, 2022. The other three expire June 30, 2024.

Proposals for Solid Waste Collection and Transportation Services are also being reviewed and a request for approval will come before the Board for consideration at the November 2021 Board meeting.

**Technical Advisory Committee (TAC)** - The TAC met on October 7, 2021, and discussed the current procurements, TFC service issues and daily communications, and the TAC role in development and implement of the Strategic Plan Goals.

**Program Statistics** - Monthly program statistics can be found on our website <https://cvwma.com/about-us/monthly-program-statistics/>

## **PUBLIC INFORMATION REPORT**

### ***Education and Outreach***

CVWMA is utilizing the Young Scientists for programs in the schools and upcoming events. The Authority has been invited to participate in a STEM event at Maggie Walker High School and the Young Scientists will be representing CVWMA there.

Kim Hynes is participating in a Textile Recycling Pilot Program partnership that is student driven through VCU School of Fashion Design and Merchandising. Other partners include CIRC (<https://circ.earth/>) and City of Richmond Office of Sustainability.

### ***CVWMA Website, Social Media and Electronic Newsletter***

The CVWMA website and social media have remained active, particular interest in service/collection delays over the last month. The Authority continues to post on social media and update the website daily.

### ***America Recycles Day 2021***

Staff is busy working on regional educational campaign and contest to promote America Recycles Day this year with local TV and radio stations.

### ***2022 CVWMA Recycling Collection Schedule***

The 2022 Recycling Collection schedule is drafted and almost ready for print.

### ***Search for Public Relations Coordinator***

CVWMA has posted the Public Relations Coordinator position and has received several qualified applicants. Over the next several weeks, we will narrow down the selection, hoping to have a someone on board by the next month's board meeting.