



**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING AGENDA
AUGUST 19, 2022
2104 W LABURNUM AVE, RICHMOND VA**

PLEDGE OF ALLEGIANCE

CALL TO ORDER

9:00 a.m.

CERTIFICATION OF QUORUM

AGENDA

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1. Public Comment Period	
2. Installation of Officers	
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6. Consideration of Resolution 23-01 : Renewing of Contract for Recycling and Solid Waste Consultant Services with SCS Engineers	10 – 11
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12. Administrative ByLaws Review Committee Strategic Plan Committees and Implementation	

OLD/NEW BUSINESS

ADJOURNMENT

Upcoming Meetings:

Technical Advisory Committee - Thursday, September 1, 2022 – 9:00 a.m.

Executive Committee Meeting – Tuesday, September 6, 2022 – 11:00 a.m.

Board of Directors Meeting – Friday, September 16, 2022 – 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 JUNE 17, 2022

Minutes of the June 17, 2022, 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
JUNE 17, 2022
2104 W LABURNUM AVE
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
Stephen Chidsey (M-Ashland)
Cary Drane (M-Chesterfield)
Clay Bowles (M-Chesterfield)
Dwayne Jones (A-Goochland)
Michael Flagg (A-Hanover)
Marcia E. Kelley (M-Henrico)
Jon Clary (A-Henrico)
Monique Robertson (M-Hopewell)
Elizabeth Hall (M-Richmond)

Non-Voting:

Josh Byerly (A-Henrico)

Staff:

Kimberly A. Hynes, Executive Director
Richard Nolan, Director of Operations
Kenna Shea, Accounting and Financial Manager
Reginald D. Thompson, Operations Analyst
Julie Buchanan, Public Relations Coordinator
Stephanie Breaker, Sr. Customer Service Supervisor

MEMBERS/ALTERNATES NOT PRESENT

Tangela Innis (M-Petersburg), Director
Jenny Schontag (A-Ashland)
Ricky Hicks (M-Charles City)
Michelle Johnson (A-Charles City)
Dawn Bowyer (A-Chesterfield)
Mindy Ritchey (A-Chesterfield)
Doug Smith (M-Colonial Heights)
Todd Flippen (A-Colonial Heights)
Wendy Grady (M-Goochland)
Susan Dibble (M-Hanover)
Randy Hardman (M-Hanover)
John Mitchell (M-Henrico)
Bentley Chan (A-Henrico)
John Lockwood (A-New Kent)
William Rigglesman (A-Petersburg)
Karin Carmack (M-Powhatan)
Johnny Melis (A-Powhatan)
Dean Simmons (M-Prince George)
Carly Glenn (M-Richmond)

Guests:

Kemrey Kidd, Rehrig Pacific

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.

Item No. 1: Public Comment Period

Chairman Paige opened the public comment period and asked for anyone from the public who wishes to address the Board to come forward. Seeing no one, Chairman Paige closed the public comment period.

Item No. 2: Minutes of the Regular Meeting of May 20, 2022

Chairman Paige opened the floor for a motion to consider the minutes of the regular meeting of May 20, 2022, as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. J. Clary (A-Henrico), and carried that the minutes of the May 20, 2022, 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 mentioned that the CVWMA does not have a full slate of officers for the ensuing fiscal year. We are in need of a Treasurer and a Secretary and she informed the Board that these positions do not take a lot of extra time as the staff prepares the reports and does the work. She requested Board members to reach out to her or Mrs. Hynes if willing to serve.

Mrs. M. Kelley (M-Henrico) asked if the positions have changed since the Board packet went out, to which Mrs. Hynes responded that Mr. Miles Jones (M-Richmond) has agreed to move from Secretary to Vice-Chair. The Secretary and Treasurer positions are still open. Mrs. Kelley asked about the Director position. Mrs. Hynes responded that the ByLaws don't include a Director position, but it was added years ago as another advisory position on the Executive Committee. She indicated that it is desired to fill all of the positions, but at the very least need to fill the Secretary and Treasurer positions first.

Resolution of Appreciation for Mr. Allen Lane

Next Chairman Paige asked Mrs. Shea to read the Resolution of Appreciation for Mr. Lane upon his retirement from the Board of Directors. A motion was made by Mr. J. Clary (A-Henrico), , seconded by Mr. R. Dunn (M-Chesterfield), Vice Chairman, and carried approving the Resolution of Appreciation for Mr. Allen Lane.

Mrs. Hynes thanked Mr. Lane for his service to the CVWMA, the region and Henrico County. He has served as support system for her, the Board and staff his contributions and leadership over the his ten (10) years on the Board are appreciated. She indicated Mr. Lane will be sorely missed and she thanked him again for his contributions, support and commitment to the Authority. Mr. Lane expressed that it has been a real pleasure working with the staff and Board. Chairman Paige thanked Mr. Lane and expressed she enjoyed their conversations and his insight on recycling and trash. Mr. J. Clary (A-Henrico) thanked Mr. Lane on behalf of Henrico County. It has truly been a pleasure working with him, not just as a co-worker but he has also become a friend.

Item No. 4: Nominating Committee Report

Election of Officers for Fiscal Year 2022-2023

Chairman Paige indicated that the Nominating Committee and Officer vacancies were discussed during the Chairman's Report and she gave the Board members and opportunity to think about serving. She asked if

there were any nominations from the floor. Mr. J. Clary (A-Henrico) asked about alternates serving as an officer and Mrs. Hynes responded that in accordance with the Bylaws, Officers must be Board members. Chairman Paige indicated that the Board needs to vote on the slate of Mr. R. Dunn (M-Chesterfield) as Chairman and Mr. M. Jones (M-Richmond) as Vice-Chair at this time and we will continue to search for members to fill the other positions. A motion was made by Mr. S. Chidsey (M-Ashland), seconded by Mr. C. Bowles (M-Chesterfield) and carried that the slate of officers be approved as presented.

Item No. 5: Audit Committee Report

Mrs. Hynes reported that the Audit Committee met on June 7, 2022 with the CVWMA audit firm, Brown and Edwards to discuss the upcoming audit. The auditors reviewed their audit approach, testing and timeline for the 2022 audit as well as new pronouncements that would impact the CVWMA financial statements. The auditors will be in the office the week of July 25 and once fieldwork is completed will meet with the Audit Committee and staff to review the results. Staff will present the final Annual Comprehensive Financial Report to the Board for approval and transmission to the Virginia Audit of Public Accounts in September.

Mr. R. Dunn (M-Chesterfield), Vice-Chair mentioned to the Board that the auditors always ask the Audit Committee if they have any concerns or any areas they should pay particular attention. He asked the Board to let him or a member of the Audit Committee know if there are any concerns or items they would like to discuss with the auditors

Item No. 6: Consideration of Resolution 22-17: Adopting the Strategic Plan

Chairman Paige reminded and thanked the Board of the hard work and dedication to drafting a very well thought out plan for our future. Mrs. Hynes referred to the final draft of the Mission, Vision, Goals, Objectives and Initiatives and thanked the Board for all of their input into crafting a well-thought out and attainable. After 18 months of work on this, it is ready to be adopted. She also reminded the Board that the Plan will be a living, working document and if at any point it needs to be revised or updated based on findings, market changes, etc. the Board can do that at any time.

Mrs. M. Kelley (M-Henrico) expressed that the Board, the staff and various committees are going to need to look at how implementation of the plan is going to work and how each of the jurisdictions will be involved and informed. Chairman Paige reiterated that this is a living, working document and can be adjusted as changes occur. Mrs. Kelley that she wanted to bring this up to the whole Board as it came up several times in the committee she participated in and as Mr. R. Dunn (M-Chesterfield) has indicated it will be up the Board members to step up and work with the Executive Committee, Board, staff and our respective localities to implement.

A motion was made by Mr. J. Clary (A-Henrico), seconded by Mr. M. Jones (M-Richmond) and carried that the Strategic Plan be adopted as presented.

Item No. 7: Operations and Technical Advisory Committee Report

Mr. R. Nolan, CVWMA Director of Operations indicated that commodity pricing has remained steady and strong. In addition, he reported to the Board on TFC's request to eliminate Addendum 8 to the Contract for Residential Recycling and Drop Off Processing Services. He reminded the Board that Addendum 8 amended the Contract to help TFC in 2018 when China placed restrictions on imports of recycled goods, particularly mixed paper and cardboard. In Addendum 8, CVWMA agreed to pay a maximum \$30/ton processing fee but also put in place a sliding scale when markets improved, which is now resulting in

CVWMA and Participating Jurisdictions receiving \$50/ton in rebate. Addendum 8 also contains a clause that either party can request to negotiate in good faith, however if an agreement cannot be reached, Addendum 8 becomes null and void and those terms revert back to the original contract and previous addendums. The previous arrangement includes a minimum rebate of \$20/ton and maximum of \$25/ton. TFC has requested to negotiate or eliminate Addendum 8, CVWMA has been working with the Technical Advisory Committee (TAC). Chairman Paige asked, if this is to our advantage. Mrs. Hynes responded that markets are uncertain and can be volatile, thus we could end up having to pay the \$30/ton again before the end of the contract. Mr. J. Clary (A-Henrico) asked how much we have paid in processing since Addendum 8 was effective in July 2018. Mrs. Hynes responded CVWMA has paid \$4.5 million, including losing the minimum \$20/ton and offsetting that cost, CVWMA has made \$1.3 million back in the last year. Mrs. Hynes indicated that with the TAC's input, CVWMA has provided a counter offer in good faith to negotiate a compromise and we are awaiting TFC's response.

Mr. Nolan updated the Board on collections. CVWMA is working with Meridian Waste, contractor for MSW Collection in Ashland, Colonial Heights, Hopewell and Petersburg on improving service. CVWMA has issued some penalties. He reminded the Board that July 1, WM will be taking over collection in Colonial Heights. Trash carts will be delivered by Rehrig Pacific beginning Monday, June 20 through June 28. CVWMA is working with Meridian on removing their trash carts timely. He noted that CVWMA issued a Request for Proposals (RFP) for the purchase of trash and recycling carts.

Mr. Nolan reported on recent events. CVWMA and Henrico County hosted a Disaster Recovery training event on June 8, 2022. All four (4) of our Debris Management and Monitoring Contractors and representatives from Virginia Department of Environmental Quality and Department of Emergency Management as well as John Bernier, Chief Meteorologist with WRIC provided very informative presentations.

Item No. 8: Public Information

Mrs. J. Buchanan, CVWMA Public Relations Coordinator recapped the notification efforts to residents in Colonial Heights regarding the new trash carts and the new service with WM. She noted that she is attending the Chili Peppers baseball game to share more information and answer questions about the trash and recycling programs. She recapped programs provided to Hanover and Henrico schools and a nature fair event in Chesterfield with the mascot R3. Mrs. Buchanan also mentioned a huge response received from one Facebook post regarding plant pots. The one post was shared more than 200 times! Mrs. M. Kelley (M-Henrico) asked if the greenhouses and nurseries want them back. Mrs. Buchanan indicated that some take them back and she is unsure what they do with them. Mr. C. Drane (M-Chesterfield) mentioned that some can't be reused so they don't cross contaminate plantings.

Item No. 9: Financial Reports for May 2022

Mrs. K. Shea, CVWMA Accounting and Financial Manager indicated that monthly financial activity for May is consistent with previous months. Year to date, net income is \$170,808 and she indicated CVWMA is within total budget with only one month left in the fiscal year. She indicated there were no accounts more than 60 days past due at the end of May.

Chairman Paige opened the floor for a motion to accept and file the Financial Reports for May 2022 as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), Vice-Chairman, seconded by Mr. M. Jones (M-Richmond), Secretary and carried that the Financial Reports for May 2022 be approved and filed as submitted.

Item No. 10: Presentation Kemrey Kidd, Rehrig Pacific Company

Mrs. Hynes introduced Kemrey Kidd of Rehrig Pacific Company. She informed the Board that CVWMA purchased the new trash carts for the City of Colonial Heights from Rehrig Pacific off a national cooperative procurement. Ms. Kidd informed the Board on the new carts and Rehrig Pacific Company and the various services that they provide including cart manufacturing, cart management, assembly and delivery, and the technology their company has available for their customers. Chairman Paige noted that the recycled content in the manufacturing of carts will assist in meeting some objectives of our newly adopted Strategic Plan and the technology will alleviate some of the calls to customer service.

Item No. 11: Administrative

Mrs. Hynes noted the upcoming meetings and mentioned that all are welcome to attend and participate in any and all meetings. She reminded the Board that the July Board meeting is canceled and thus the next Board meeting will be August 19.

OLD/NEW BUSINESS

Mrs. M. Kelley (M-Henrico) asked that since the July meeting is canceled and the new recycling contract with TFC starts July 1, 2023, is there an update on Chesterfield's involvement in that contract. Mrs. Hynes responded that Chesterfield will not be part of the service with TFC; however CVWMA is working with the County on a Service Agreement for Customer Service for a period of time and also for education and outreach to Chesterfield citizens. Mr. R. Dunn (M-Chesterfield), Vice-Chair asked about notification to residents of Chesterfield. Mrs. Hynes responded staff is working with the County and notification is expected to come out sometime in the fall.

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 10:22am. The motion was made by Mr. R. Dunn (M-Chesterfield), Vice-Chairman, seconded by Mr. C. Drane (M-Chesterfield) and carried that the June 17, 2022, Board of Directors' meeting be adjourned.

**CERTIFICATE**

I, Robert Dunn, Chairman of the CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the June 17, 2022, 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., August 19, 2022. Given under my hand and seal of the CVWMA this 19th day of August 2022.

Robert Dunn, Chairman



Resolution of Appreciation

Presented to

KENNA M. SHEA

UPON COMPLETION OF HER SERVICE AS
ACCOUNTING AND FINANCIAL MANAGER OF THE

CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY

WHEREAS, Kenna M. Shea joined the Central Virginia Waste Management Authority on February 12, 2019 as Accounting and Financial Manager; and

WHEREAS, Mrs. Shea provided knowledge and expertise in the area of finance, administration and human resources; and

WHEREAS, Mrs. Shea served the Authority with enthusiasm, dedication, professionalism, initiative and creativity for more than three years; and

WHEREAS, Mrs. Shea demonstrated effective communication skills and leadership in developing relationships with representatives of member localities, contract service providers, and Authority Board and Staff that have been productive for the region during her tenure with the Authority; and

WHEREAS, Mrs. Shea represented the Authority by serving as a member of the Government Finance Officers Association; and

WHEREAS, Mrs. Shea has resigned her position as Accounting and Financial Manager effective September 2, 2022; and therefore

BE IT RESOLVED, that the Board of Directors of the Central Virginia Waste Management Authority recognizes, thanks and commends Kenna M. Shea for her outstanding service, efforts, and achievements as Accounting and Financial Manager 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 19th day of August 2022

Attest: _____
Robert Dunn, Chairman



CONSIDERATION OF RESOLUTION 22-01: RENEWAL OF CONTRACT FOR RECYCLING AND SOLID WASTE CONSULTANT SERVICES WITH SCS ENGINEERS

The term of the current Contract between CVWMA and SCS Engineers (SCS) for the Recycling and Solid Waste Consultant Services expires September 30, 2022. The current contracts have two one-year renewal options remaining. This request is to renew the contracts for one additional year.

The partnership SCS has been good and the contract has been utilized by member jurisdictions. SCS is well known in the industry as a leading environmental consulting firm. The CVWMA may utilize them in the future for some vendor and third-party auditing and other upcoming projects.

This renewal was reviewed and approved by the TAC members during the August 2022 TAC meeting.

Attached is **Resolution 23-01** authorizing the Executive Director to execute an Addendum to the Contract for Recycling and Solid Waste Consultant Services with SCS.

Recommended Action: Approval of **Resolution: 23-01**

Attachment

RESOLUTION 23-01

A resolution authorizing an addendum to the contract for Recycling and Solid Waste Consultant Services between the Central Virginia Waste Management Authority and SCS Engineers (SCS) for a one (1) year period commencing on October 1, 2022.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the report included as Agenda Item No. 6 of the August 2022 Board Agenda identified the mutual interest of CVWMA and SCS to amend and renew the contract for Recycling and Solid Waste Consultant Services for an additional one year period commencing October 1, 2022; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute an addendum to the contract for Recycling and Solid Waste Consultant Services between the Central Virginia Waste Management Authority and SCS Engineers (SCS); and

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

Adopted this 19th day of August 2022

Attest: _____

Robert Dunn, Chairman

CONSIDERATION OF RESOLUTION 23-02: RENEWAL OF CONTRACT FOR RECYCLING AND SOLID WASTE CONSULTANT SERVICES WITH GERSHMAN, BRICKNER & BRATTON, INC.

The term of the current Contract between CVWMA and Gershman, Brickner, & Bratton, Incorporated (GBB) for Recycling and Solid Waste Consultant Services expires September 30, 2022. The current contract has two one-year renewal options remaining. This request is to renew the contracts for one additional year.

GBB assisted the CVWMA in evaluating the current Residential Recycling Contract and development of the CVWMA Strategic Plan. Their presentations have been well received and met the requirements of scope of work provided to them. This Contractor can be utilized by members of the CVWMA through this Contract.

This renewal was reviewed and approved by the TAC members during the August 2022 TAC meeting.

Attached is **Resolution 23-02** authorizing the Executive Director to execute an Addendum to the Contract for Recycling and Solid Waste Consultant Services.

Recommended Action: Approval of **Resolution: 23-02**

Attachment

RESOLUTION 23-02

A resolution authorizing an addendum to the contract for Recycling and Solid Waste Consultant Services between the Central Virginia Waste Management Authority and Gershman, Brickner, & Bratton, Incorporated (GBB) for a one (1) year period commencing on October 1, 2022.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the report included as Agenda Item No. 6 of the August 2022 Board Agenda identified the mutual interest of CVWMA and GBB to amend and renew the contract for Recycling and Solid Waste Consultant Services for an additional one year period commencing October 1, 2022; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute an addendum to the contracts for Recycling and Solid Waste Consultant Services between the Central Virginia Waste Management Authority and Gershman, Brickner, & Bratton, Incorporated (GBB); and

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

Adopted this 19th day of August 2022

Attest: _____

Robert Dunn, Chairman

ITEM NO. 8

CONSIDERATION OF RESOLUTION 23-03: RENEWAL OF CONTRACT FOR ROLL-OFF HAULING AND FRONT-END COLLECTION AND RECYCLING SERVICES

The terms of the current contract between CVWMA and TFC for Roll-Off Hauling and Front-End Collection and Recycling Services will expire June 30, 2023. The Contract provides for an option to renew for a five (5) year period beginning July 1, 2023.

TFC Recycling has provided good service throughout the initial term. When issues have occurred, they are quickly resolved by TFC management and staff. The TAC approved the renewal of this Contract at the August 2022 meeting.

Attached is **Resolution 23-03** authorizing the Executive Director to execute an Addendum to the Contract for Roll-Off Hauling and Front-End Collection and Recycling Services with TFC Recycling and Amendments to the Special Project Service Agreements with Participating Jurisdictions.

Recommended Action: Approval of **Resolution 23-03**

RESOLUTION 23-03

A resolution authorizing an addendum to the Contract for Roll-Off Hauling and Front-End Collection and Recycling Services between the Central Virginia Waste Management Authority and TFC Recycling and amendments to the associated Special Project Service Agreements with Participating Local Jurisdictions to renew the Contract for a five (5) year period commencing on July 1, 2023.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the report included as Agenda Item No. 8 of the August 2022 Board Agenda identified the mutual interest of CVWMA and TFC Recycling to renew Contract for Roll-Off Hauling and Front-End Collection and Recycling Services; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a contract addendum to the Contract for Roll-Off Hauling and Front-End Collection and Recycling Services between the Central Virginia Waste Management Authority and TFC Recycling; 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 19th day of August 2022

Attest: _____

Robert Dunn, Chairman

OPERATIONS AND TECHNICAL ADVISORY COMMITTEE REPORT

Recycling – Residential Recycling tons for the month of July 2022 were 2,550, compared to 3,062 in July 2021. This is the first month of the new 2023 fiscal year. Service has been consistent and there are no major service issues to report. CVWMA is working with TFC to prepare for the July 1, 2023 roll-out of the new Residential Recycling Contract. CVWMA issued a procurement for the purchase of Trash and Recycling Carts and on August 9, 2022, interviewed potential vendors. Jon Clary (Henrico) and Torrence Robinson (Richmond) are assisting on the selection committee.

Commodity Markets- Paper market prices have leveled off in July 2022. Mixed Paper and Newsprint are unchanged; OCC is up \$10.00 per ton from June 2022. CVWMA and the localities are continuing to receive \$50/ton on the recyclables collected at the curb. The steel rebate is \$160/ton for scrap metal recycled in July 2022.

Municipal Solid Waste - The new contract with Waste Management of Virginia for Colonial Heights started July 1, 2022. CVWMA issued about 8,000 new trash carts in the City. The other three Contracts for residential trash service expire June 30, 2024. Service in Ashland, Hopewell and Petersburg is inconsistent, most recently due to truck issues.

Scheduled Events – September 10th – City of Richmond E-cycling, paper shredding and HHW
September 17th – Chesterfield County e-cycling and paper shredding

Technical Advisory Committee (TAC) - The August TAC meeting was held on August 4, 2022. The group discussed resolutions for Consulting Contract and Drop-off Recycling Collection. A representative of Van der Linde, Troy, VA spoke to the TAC on mattress recycling.

Annual Report – FY 2022 annual statistical report will be provided during the August 2022 Board Meeting.

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

PUBLIC INFORMATION

Signup for Recycling Day Email Reminders - 676 people signed up for recycling day email reminders in July.

Outreach Programs

- Young Scientists reached more than 200 youths with in-person programs during Hopewell Parks and Recreation summer camps.
- CVWMA is working the farmers market circuit with tables at Petersburg, New Kent and Goochland markets July through September.



Left: Kids try out the Recycling “Ker-Plunk!” game at New Kent Farmers Market.

Right: Hopewell Parks and Recreation campers are proud of their recycled turtle crafts following a program by The Young Scientists.



Colonial Heights Trash Service

- CVWMA produced a series of social media messages for the launch of the new trash service with WM. This included a short instructional video about how to use new carts. The video is posted at cvwma.com/ch-trash-service.

Social Media

- A short video created by Board Member Carly Glenn has been viewed more than 1,500 times on CVWMA’s YouTube channel. The video gives a behind-the-scenes look at how recyclables are sorted at the Material Recovery Facility. More than 350 users have liked the video on Facebook, and 40+ have shared it.



NBC12 Spots

- CVWMA collaborated with NBC12 on a series of 10-second spots that address recycling contamination, cardboard recycling and carton recycling. The ads air on TV three to four times daily through mid-September. Scan the QR code to view the spots on YouTube.



August/September Outreach Events

August 9: Goochland Farmers Market

August 13: River Market (Petersburg)

September 10-17: James River Regional Cleanup & James River Week

September 17: Manakin Farmers Market

FINANCIAL REPORTS FOR JULY 2022

July is the first month of the new fiscal year and monthly financial activity is consistent with anticipated levels of service and budget. The Authority has a combined Net Income of \$570,260. The annual operating assessment is billed annually at the beginning of the year; therefore, you will see net income decrease monthly as operating expenses are incurred.

The Accounts Receivable schedule is included and reflects the amounts due to the Authority as of July 31. There are no accounts 60 days past due on July 31st.

The annual on-site audit concluded on July 27th. Some follow up inquiries are being responded to and staff is waiting for some fiscal year end reports to come in from various outside entities before our annual audit activities are concluded. Once complete, the auditors will meet with staff and the audit committee to present any findings and discuss the overall audit and Annual Comprehensive Financial Report.

This year's Annual Comprehensive Financial Report (ACFR) will be presented to the Board at the September meeting for consideration and approval before submitting to the Virginia Auditor of Public Accounts by the deadline of Sept 30th.

Recommended Action: Approval of the July 2022 Financial Reports

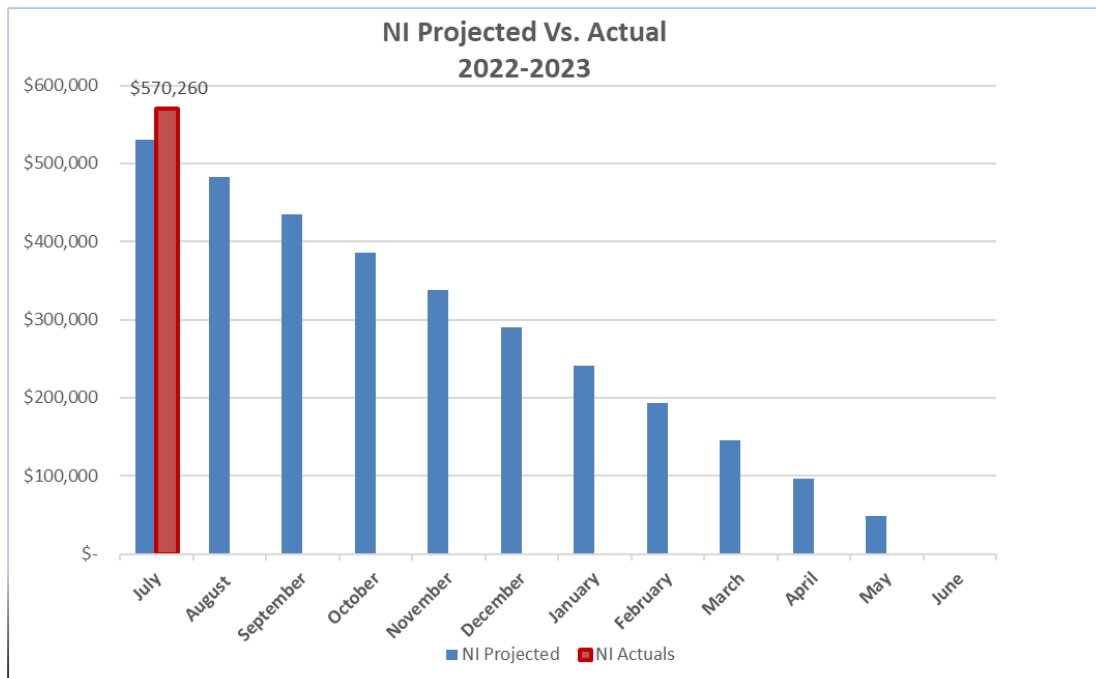
Attachments

Central Virginia Waste Management Authority
Summary Statement of Actual Revenues and Expenses by Fund
July 2022

Summary - All Funds

	<u>Total Revenues</u>	<u>Total Expenses</u>	<u>NI Totals</u>
General Operating Fund	\$ 595,036	54,755	\$ 540,281
Curbside Project Fund	771,979	741,632	\$ 30,347
Drop-Off Project Fund	15,979	17,752	\$ (1,773)
Municipal Solid Waste Fund	320,950	319,520	\$ 1,430
CFC/HCFC	-	-	\$ -
Special Waste Collections	25,051	25,076	\$ (25)
Waste Tire Fund	-	-	\$ -
Appliance and Scrap Metal Hauling	75,773	75,773	\$ -
Yard Waste Projects	15,708	15,708	\$ -
Waste Transfer & Disposal	146,265	146,265	\$ -
Totals	\$ 1,966,741	\$ 1,396,481	\$ 570,260

	<u>Month to date</u>	<u>Year to date</u>	<u>Budget</u>
Capital Outlay	\$ -	\$ -	\$ 35,000



Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2022

General Operating Fund

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Annual Gov't Assessments	\$ 594,228	\$ 594,228	\$ 594,230	\$ 2	0.0%
Interest on Investments	<u>808</u>	<u>808</u>	<u>32,130</u>	<u>31,322</u>	<u>97.5%</u>
Total Revenues	<u>595,036</u>	<u>595,036</u>	<u>626,360</u>	<u>31,324</u>	<u>5.0%</u>
Expenses:					
Personnel services	34,284	34,284	442,650	408,366	92.3%
Fringe benefits	7,670	7,670	108,250	100,580	92.9%
Professional services	2,879	2,879	34,150	31,271	91.6%
Repairs and maintenance	534	534	1,900	1,366	71.9%
Advertising and promotions	-	-	1,250	1,250	100.0%
Materials and supplies	-	-	4,500	4,500	100.0%
Other services and charges	4,597	4,597	12,700	8,103	63.8%
Leases	3,831	3,831	52,700	48,869	92.7%
Depreciation	<u>960</u>	<u>960</u>	<u>12,000</u>	<u>11,040</u>	<u>92.0%</u>
Total Expenses	<u>54,755</u>	<u>54,755</u>	<u>670,100</u>	<u>615,345</u>	<u>91.8%</u>
Net Income	<u>\$ 540,281</u>	<u>\$ 540,281</u>	<u>\$ (43,740)</u>	<u>\$ 584,021</u>	
Capital Outlay					
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ (5,000)</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2022

Curbside Project Fund

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Project Service Fees	\$ 707,539	\$ 707,539	\$ 9,330,000	\$ 8,622,461	92.4%
Public Relations Assessment	22,772	22,772	255,250	232,478	91.1%
Customer Service Assessment	24,844	24,844	283,500	258,656	91.2%
96-gal Cart Revenue	16,614	16,614	220,800	204,186	92.5%
Contract Admin Costs	-	-	-	-	
Material Sales Rebate	-	-	-	-	
Sponsorship and Grants	-	-	10,000	10,000	100.0%
Interest on Investments	<u>210</u>	<u>210</u>	<u>12,900</u>	<u>12,690</u>	<u>98.4%</u>
Total Revenues	<u>771,979</u>	<u>771,979</u>	<u>10,112,450</u>	<u>9,340,471</u>	<u>92.4%</u>
Expenses:					
Personnel services	16,920	16,920	271,660	254,740	93.8%
Fringe benefits	5,878	5,878	82,475	76,597	92.9%
Professional services	2,059	2,059	30,255	28,196	93.2%
Repairs and maintenance	363	363	1,750	1,387	79.3%
Advertising and promotions	913	913	86,485	85,572	98.9%
Materials and supplies	59	59	2,495	2,436	97.6%
Other services and charges	3,768	3,768	43,930	40,162	91.4%
Leases	3,305	3,305	41,200	37,895	92.0%
Depreciation	391	391	7,200	6,809	94.6%
Contractual services	707,539	707,539	9,330,000	8,622,461	92.4%
96-gal Cart Expense	437	437	215,000	214,563	99.8%
Material Sales Rebate	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenses	<u>741,632</u>	<u>741,632</u>	<u>10,112,450</u>	<u>9,370,818</u>	<u>92.7%</u>
Net Income	<u>\$ 30,347</u>	<u>\$ 30,347</u>	<u>\$ -</u>	<u>\$ 30,347</u>	
Capital Outlay	<u>\$ -</u>		<u>\$ 25,000</u>	<u>\$ (25,000)</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2022

Drop Off Project Fund

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
<i>Revenues:</i>					
Project Service Fees	\$ -	\$ -	\$ 1,445,000	\$ 1,445,000	100.0%
Materials Sales Rebate	15,913	15,913	350,000	334,087	95.5%
Interest on Investments	<u>66</u>	<u>66</u>	<u>2,000</u>	<u>1,934</u>	<u>96.7%</u>
<i>Total Revenues</i>	<u>15,979</u>	<u>15,979</u>	<u>1,797,000</u>	<u>1,781,021</u>	<u>99.1%</u>
<i>Expenses:</i>					
Personnel services	761	761	15,730	14,969	95.2%
Fringe benefits	232	232	3,720	3,488	93.8%
Professional services	258	258	3,180	2,922	91.9%
Repairs and maintenance	43	43	150	107	71.3%
Materials and supplies	-	-	325	325	100.0%
Other services and charges	432	432	720	288	40.0%
Leases	113	113	1,585	1,472	92.9%
Contractual services	-	-	1,445,000	1,445,000	100.0%
Materials sales rebate	<u>15,913</u>	<u>15,913</u>	<u>280,000</u>	<u>264,087</u>	<u>94.3%</u>
<i>Total Expenses</i>	<u>17,752</u>	<u>17,752</u>	<u>1,750,410</u>	<u>1,732,658</u>	<u>99.0%</u>
<i>Net Income</i>	<u><u>\$ (1,773)</u></u>	<u><u>\$ (1,773)</u></u>	<u><u>\$ 46,590</u></u>	<u><u>\$ (48,363)</u></u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2022

Municipal Solid Waste Fund

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Project Service Fees	\$ 312,097	\$ 312,097	\$ 4,166,365	\$ 3,854,268	92.5%
Customer Service Assessment	3,309	3,309	37,100	33,791	91.1%
Cart Revenue	5,400	5,400	-	(5,400)	#DIV/0!
Contract Admin Costs	-	-	-	-	0.0%
Interest on Investments	<u>144</u>	<u>144</u>	<u>7,970</u>	<u>7,826</u>	<u>98.2%</u>
Total Revenues	<u>320,950</u>	<u>320,950</u>	<u>4,211,435</u>	<u>3,890,485</u>	<u>92.4%</u>
Expenses:					
Personnel services	1,698	1,698	22,095	20,397	92.3%
Fringe benefits	477	477	6,910	6,433	93.1%
Professional services	631	631	7,465	6,834	91.5%
Repairs and maintenance	128	128	450	322	71.6%
Advertising and promotions	-	-	1,000	1,000	99.0%
Materials and supplies	-	-	680	680	100.0%
Other services and charges	891	891	1,790	899	50.2%
Leases	263	263	3,380	3,117	92.2%
Depreciation	67	67	1,300	1,233	94.8%
Contractual Services	312,097	312,097	4,166,365	3,854,268	92.5%
Cart Expense	<u>3,268</u>	<u>3,268</u>	<u>-</u>	<u>(3,268)</u>	<u>#DIV/0!</u>
Total Expenses	<u>319,520</u>	<u>319,520</u>	<u>4,211,435</u>	<u>3,891,915</u>	<u>92.4%</u>
Net Income	<u>\$ 1,430</u>	<u>\$ 1,430</u>	<u>\$ -</u>	<u>\$ 1,430</u>	
Capital Outlay	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ -</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2022

Other Special Projects

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
<i>Revenues:</i>					
Project Service Fees	\$ 168,466	\$ 168,466	\$ 3,262,000	\$ 3,093,534	94.8%
Materials Sales Rebate	<u>94,331</u>	<u>94,331</u>	<u>800,000</u>	<u>705,669</u>	<u>88.2%</u>
<i>Total Revenues</i>	<u>262,797</u>	<u>262,797</u>	<u>4,062,000</u>	<u>3,799,203</u>	<u>93.5%</u>
<i>Expenses:</i>					
Contractual services	168,491	168,491	3,262,000	3,093,509	90.0%
Materials sales rebate	<u>94,331</u>	<u>94,331</u>	<u>800,000</u>	<u>705,669</u>	<u>88.2%</u>
<i>Total Expenses</i>	<u>262,822</u>	<u>262,822</u>	<u>4,062,000</u>	<u>3,799,178</u>	<u>93.5%</u>
<i>Net Income</i>	<u><u>\$ (25)</u></u>	<u><u>\$ (25)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ (25)</u></u>	

Central Virginia Waste Management Authority
Accounts Receivable
July 31, 2022

	Total	Over 60 days	Current w/in 60 days
Department of General Services	5,995		5,995
Ashland	(735)		(735)
Charles City	3,251		3,251
Chesterfield	2,228		2,228
Colonial Heights	71,026		71,026
Goochland	2,869		2,869
Hanover	17,529		17,529
Henrico	387,289		387,289
Hopewell	127,188		127,188
New Kent	27,009		27,009
Petersburg	31,786		31,786
Powhatan	25,262		25,262
Prince George	20,645		20,645
Richmond	290,347		290,347
Totals	\$ 1,011,688	\$ -	\$ 1,011,688