



**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING AGENDA**

MAY 17, 2024

2104 LABURNUM AVENUE

RICHMOND, VA 23227

<https://us06web.zoom.us/j/83466274765>

PLEDGE OF ALLEGIANCE

CALL TO ORDER

9:00 a.m.

CERTIFICATION OF QUORUM

AGENDA

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2. Minutes of the Regular Meeting of April 19, 2024 **3 – 12**
3. Chairman’s Report **13**
Resolution of Appreciation for Dwayne Jones
4. Public Hearings-Central Virginia Solid Waste Management Plan (CVSWMP/Plan) **14 – 19**
 - a. PH2401: Amendment 10: Shoosmith Landfill
Consideration of Resolution 24-19: Approval to amend the Plan to remove cells 27 & 28 from permitted capacity
 - b. PH2402: Amendment 11: Tri-Cities Landfill
Consideration of Resolution 24-20: Approval to amend the Plan to include the closure of the Tri-Cities Landfill
 - c. PH2403: Amendment 12: The Eastend Landfill
Consideration of Resolution 24-21: Approval to amend the Plan to include the closure of The Eastend Landfill
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| 10. | Consideration of Resolution 24-23: Amending the 2024-25 General, Residential Recycling and MSW Fund Budgets | 35 – 36 |
| 11. | Consideration of Resolution 24-24: Reaffirming the Pay and Classification Plan for Fiscal Year 2025
Administrative | 37 – 38 |
| 12. | 35 th Anniversary- December 2025
Board Retreat | |

OLD/NEW BUSINESS

ADJOURNMENT

Upcoming Meetings:

Board of Directors Meeting – Friday, June 21, 2024 – 9:00 a.m.

Executive Committee Meeting – Monday, June 10, 2024 – 10:00 a.m.

Technical Advisory Committee – Thursday, June 6, 2024 – 9:00 a.m.

Executive Committee Meeting – Monday, July 8, 2024 – 10:00am

ByLaws Review Committee – Monday, July 8, 2024 – 10:00 a.m. (tentative)

Board of Directors Meeting for July is **CANCELLED**

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 APRIL 19, 2024

Minutes of the April 19, 2024, 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
APRIL 19, 2024
2104 LABURNUM AVE.
RICHMOND, VA 23227**

MEMBERS/ALTERNATES PRESENT

Voting

Robert L. Dunn (M-Chesterfield), Chairman
Miles Jones (M-Richmond), Vice-Chairman
John Mitchell (M-Henrico), Treasurer
Cary Drane (M-Chesterfield), Secretary
Stephen Chidsey (M-Ashland)
Clay Bowles (M-Chesterfield)
Todd Flippen (A-Colonial Heights)
Wendy Grady (M-Goochland)
Randy Hardman (M-Hanover)
Jeff Stoneman (M-Hanover)
Marilee Tretina (M-Henrico)
Marcia E. Kelley (M-Henrico)
Jordan Stewart (M-New Kent)
Bob Powers (M-Powhatan)
Elizabeth Hall (M-Richmond)

Non-Voting:

Dwayne Jones (A-Goochland)
Josh Byerly (A-Henrico)
J. Bentley Chan (A-Henrico)
Jon Clary (A-Henrico)
Rodney Hathaway (A-New Kent)

Staff:

Kimberly A. Hynes, Executive Director
Richard Nolan, Director of Operations
Adam George, Accounting & Financial Manager
Julie Buchanan, Public Relations Coordinator
Stephanie Breaker, Customer Service Manager
Adam Girard, Recycling Coordinator
LaTanya McBride, Administrative Assistant

MEMBERS/ALTERNATES NOT PRESENT

Jenny Schontag (A-Ashland)
Nathaniel Richardson (M-Charles City)
Michelle Johnson (A-Charles City)
John Neal (A-Chesterfield)
Mindy McKinney (A-Chesterfield)
Dawn Rowell (A-Chesterfield)
Doug Smith (M-Colonial Heights)
John Saunders (A-Hanover)
Theresa Arnold (A-Hanover)
Monique Robertson (M-Hopewell)
Jerry Byerly (M-Petersburg)
Randall Williams (A-Petersburg)
Tim Glidewell (A-Powhatan)
Dean Simmons (M-Prince George)
Carly Glenn (M-Richmond)
Michael Walker (A-Richmond)
Noah Hillerbrand (A-Richmond)

Visitors:

Don Leftwich, County of Goochland

Chairman Dunn (M-Chesterfield) welcomed all to the meeting and thanked everyone for coming. He asked all attendees to stand and recite the Pledge of Allegiance. With a quorum in attendance, he called the meeting to order at 9:00 a.m.

Item No. 1: Public Comment Period

Chairman Dunn opened the public comment period and asked if there were any members of the public present who wish to address the Board to come forward. Seeing no one, Chairman Dunn closed the public comment period.

Item No. 2: Minutes of the Regular Meeting of March 15, 2024

Chairman Dunn (M-Chesterfield) opened the floor for a motion to consider the minutes of the March 15, 2024, meeting as submitted. The motion was made by Vice-Chairman M. Jones (M-Richmond) and seconded by Mr. T. Flippen (A-Colonial Heights), and so carried that the minutes of the March 15, 2024, Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting were approved as submitted.

Item No. 3: Chairman's Report: Appointment of the Nominating Committee

Chairman Dunn took a moment to introduce and welcome Mr. Don Leftwich of Goochland County. Chairman Dunn appointed Ms. M. Kelley (M-Henrico) and Ms. W. Grady (M-Goochland) to serve as the Nominating Committee. Chairman Dunn reminded the board that the Nominating Committee will be reaching out and he iterated the importance of serving in a leadership role if asked. The Nominating Committee will work over the next month and will recommend a slate of officers at the next meeting and the board will elect officers in June.

Item No. 4: Presentation: Neal Murata, Peel-Lab

Chairman Dunn announced that Mr. Neal Murata, Peel-Lab has an out of the country scheduling conflict and will not be presenting at today's board meeting.

Item No. 5: 2024 Virginia General Assembly Update

Mrs. Hynes provided an update on the 2024 Virginia General Assembly, which adjourned on March 9th, Mrs. Hynes reminded the board that some of the information has changed since the last board meeting, as Governor Youngkin reviewed several bills. She reported on relevant bills as follows:

HB 316 Virginia Recycling Development Center established; report. Establishes the Virginia Recycling Development Center for the purposes of furthering the development of markets and processing for recycled commodities and products, to be run by a Director appointed and supervised by the Secretary of Natural and Historic Resources. **Passed the House passed the Senate with a substitute; House rejected, and the Senate's substitute and conferees have been appointed. The House rejected the substitute, failed to pass.**

HB 4 Plastic bag tax; distribution to towns. Provides that any town located within a county that has imposed a disposable plastic bag tax shall receive a distribution of revenues collected by the county based on the local sales tax distribution formula for appropriations to towns. **Passed the House and the Senate and signed by the Speaker of the House and President of the Senate. Vetoed by the Governor** (*Explanation: Plastic bag taxes fail to achieve their intended goals and burden Virginians amid escalating inflation. Redirector tax revenues to towns may further encourage governmental reliance on these taxes, exacerbating the issue*)

HB 953 Local Environmental Impact Fund. Allows localities to create a permanent and perpetual fund to be known as the Local Environmental Impact Fund. The bill provides that the Fund shall consist exclusively of

appropriated local moneys and any gifts, donations, grants, bequests, and other funds received on its behalf, and that the Fund is to be created for the purpose of granting funds to residents or locally owned businesses for the mitigation of environmental impacts. Such grants from the Fund shall be used only for the purchase of energy efficient (i) lawncare and landscaping equipment, (ii) home appliances, (iii) HVAC equipment, or (iv) micro mobility devices. The Fund shall be administered and managed by the locality. **Passed the House and the Senate and signed by the Speaker and President. Vetoed by the Governor** (*Explanation: localities should not have the power to leverage local funds, including taxpayer dollars, to finance purchases by private citizens, such as lawn care equipment, home appliances, HVAC units and micromobility devices*)

HB 1088 Board of Education; instructional materials on climate change and environmental literacy.

Requires the Board of Education to make available to each local school board instructional materials on climate change and environmental literacy that are based on and include peer-reviewed scientific sources. The bill requires the Board of Education to develop, adopt, and make available to each local school board model policies and procedures, based on peer-reviewed scientific sources, pertaining to the selection of instructional materials on climate change and environmental literacy, including a requirement for any such selected material to accurately portray changes in weather and climate patterns over time, the impacts of human activity on changes in weather and climate patterns, and the effects of climate change on people and resources. **Passed the House and the Senate. Vetoed by the Governor** (*Explanation: The SOLs already provide instructional material related to environmental issues. The proposal imposes a significant and redundant task on the DOE and the Board of Education. It mandates a separate and independent review for a specific topic. In addition to the review of science SOL and instructional material. Additionally, school divisions must integrate these new resources into their curriculum outside the standard process, necessitating purchasing instructional material and reallocating instructional time without additional funding.*)

HB 30 Budget Amendments. Mrs. Hynes reported that Delegate Betsy Carr had patroned an amendment related to previous legislation banning polystyrene from food establishments. Previous legislation made the ban effective in 2028 for large companies and 2030 for small companies. Delegate Carr's amendment would have made the ban effective in 2025 for large companies and 2026 for small companies. Mrs. Hynes reported that Governor Youngkin did not approve the budget amendments and has called for a complete revised budget.

HB 311 Virginia Public Procurement Act; submissions of bids or proposals on electronic procurement system. Mandates that all public bodies provide an option to submit bids or proposals for procurement contracts through the Commonwealth's statewide electronic procurement system, known as eVA. Current law only imposes such a requirement on state public bodies. **Passed the House and Senate and signed by Speaker and President. Approved by the Governor**

HB 816 FOIA; meetings held through electronic communication during declared states of emergency. Provides that the provisions for conducting a meeting by electronic means due to a state of emergency stated in the Virginia Freedom of Information Act (FOIA) are declarative of existing law since March 20, 2020, with respect to the Governor's declared state of emergency due to COVID-19. **Passed the House and Senate. Approved by the Governor**

HB 894 Virginia Freedom of Information Act; electronic meetings. Amends the number of all-virtual public meetings that public bodies, with certain exceptions, may convene in a calendar year to no more than two times per calendar year or 50 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. **Passed the House and the Senate. Approved by the Governor**

Item No. 6: 2023 Recycling Rate Report

Mr. R. Thompson, Operations Analyst presented the preliminary 2023 Recycling Rate Report. He noted that the report is due to the DEQ by April 30, 2024. Mr. Thompson stated that under DEQ regulations CVWMA is mandated to report on a yearly basis and meet a minimum 25% recycling rate. Mr. Thompson began his

presentation with an analysis of the formulas used to calculate the recycling rate. These calculations are formulated when adding the base rate (the amount of Principle Recyclable materials processed, divided by the MSW generated in the region during the calendar year).

Mr. Thompson provided a comparison of Principal Recyclable Material from 2022 to 2023, recording 31,337 tons of Construction, Demolition and Debris as credit tonnage for the year 2023. Mr. Thompson presented a detailed slide illustrating the applicable formula for the Base Recycling Rate. The adjusted rate, with the credit tons, cannot exceed 5% greater than the base rate. Therefore, the Base Rate plus the credit tons yielded a preliminary adjusted recycling rate of 58.1% for 2023. Mr. Thompson noted that the 2023 rate compares to the rate of the previous three years, yielding a 4-year average of 57.95%. Mr. Thompson advised that the rate may change slightly between this meeting and the final submission, and any change in the data will be reported at next month's board meeting. Mr. Thompson opened the floor for questions.

Chairman Dunn asked how CVWMA compares with the other jurisdictions in the state. Mr. Thompson replied CVWMA has the second highest rate in the state. Secretary Drane (M-Chesterfield) asked about the first, to which Mr. Thompson replied Fairfax County.

Mrs. Hynes stated that CVWMA has the highest rate of any region in the state.

Item No. 7: Consideration of Resolution 24-17: Awarding a Contract for Household Hazardous Waste Event Collection

Mr. R. Nolan, CVWMA Director of Operations presented Resolution 24-17, to award a contract for household hazardous waste event collection, hauling, and disposal services. Mr. Nolan noted that the final term of the current contract with Eco Flo will expire on June 30, 2024. Mr. Nolan explained that in accordance with the Virginia Public Procurement Act an RFP was issued, and two proposals were received from Eco Flo and MXI Environmental. The committee members Mr. D. Jones (A-Goochland), Mr. J. Bourret (Hanover) and Mr. Nolan interviewed both firms, and after a thorough evaluation of both proposals, the committee recommends awarding the contract to both firms on a first and secondary basis. Mr. Nolan and the committee conferred with both companies and all parties agreed to proceed with Eco Flo as the "primary" and MXI Environmental as the "secondary" service provider. The contracts will begin on July 1, 2024, for an initial term of five years and will include an additional five-year renewal clause. Mr. Nolan opened the floor to questions.

Ms. M. Tretina (M-Henrico) asked Mr. Nolan to clarify the term "secondary". Mr. Nolan explained that past experiences demonstrated the importance of having a back-up service for events if Eco Flo has a scheduling conflict, MXI can step in and provide event services as needed.

Chairman Dunn asked for a motion to approve Resolution 24-17 to Award a Contract for Household Hazardous Waste Event Collection as submitted. A motion was made by Mr. M. Jones (M-Richmond), Vice-Chairman, and seconded by Ms. M. Tretina (M-Henrico) and carried that Resolution 24-17 is approved and filed as submitted.

Item No. 8: Consideration of Resolution 24-18: Awarding a Contract for Mattress Recycling

Mr. Nolan presented Resolution 24-18, to award a contract for mattress recycling. Currently the CVWMA does not have a mattress recycling program and the TAC committee has discussed effective ways to alleviate the increasing challenges of mattresses to the landfills. The TAC committee recognizes the potential cost for mattress recycling, and the need to develop alternatives to be prepared for future legislation banning mattresses from landfills and potential increased costs for disposal of mattresses. Mr. Nolan confirmed that the RFP issued by the committee yielded one proposal from Van der Linde Recycling, a CDD Material Recovery Facility located in Troy, Virginia. Since opening their facility in 2008, they've recycled over 14,000 mattresses and box springs. The

proposal includes a provision that will provide processing and hauling to Troy, VA. Mr. Nolan noted that due to the high cost of transportation to the Troy facility, Van der Linde is willing to open a facility in Richmond, VA contingent upon the CVWMA's ability to secure about 42,000 mattresses a year.

Mr. B. Powers (M-Powhatan) asked about the cost. Mr. Nolan confirmed the processing cost would be \$15 for each mattress/box spring to recycle, not including the cost of transportation which varies depending on location. He noted an example that the estimated hauling cost from Richmond to Troy is between \$500-\$700 in comparison to the \$150 cost to haul to a facility located in Richmond.

Mr. J. Clary (A-Henrico) asked what does the haul equate to per mattress? Mr. Nolan calculated the amount for hauling per mattress, he confirmed that 25-30 mattresses can fit into a 20-foot container, which equates to roughly \$25 per mattress.

Mr. S. Chidsey (M-Ashland) asked if the cost includes processing and transportation. Mr. Nolan responded affirmatively.

Ms. M. Tretina (M-Henrico) asked if most of the mattresses that are being recycled are coming from mattress companies. Mr. Nolan affirmed, to some extent it's both, but in most instances the majority of mattresses collected at convenience centers come from residents who ordered a new mattress online and need to dispose of the old one.

Ms. M. Kelley (M-Henrico) asked if the larger mattresses companies like Hanes Mattress Firm collect or take back old mattresses when someone buys a new one. Mr. Nolan confirmed that the larger companies do provide collection services for a fee.

Ms. M. Kelley (M-Henrico) asked if CVWMA will be working with the larger mattress companies. Mr. Nolan stated that CVWMA will not work directly with the larger mattress companies, however there is some indirect involvement when mattresses are dropped off at convenience centers or they might be a source for new recycling location in the region.

Mr. R. Hardman (M-Hanover) asked if we do not secure 42,000 mattresses, will we receive a penalty or is that the trigger for the Richmond location? Mr. Nolan responded in the affirmative, he confirmed that it is a trigger for the Richmond location, and there will not be a penalty clause in our contract with Van der Linde.

Mr. T. Flippen (A-Colonial Heights) asked what's the vision in terms of the system. For instance, will each locality operate from a central location in Metro Richmond regarding pickups? Mr. Nolan explained that the language within the proposal stipulates each of our convenience centers will be considered a mattress drop-off location where people can bring their mattresses. Some jurisdictions have their own hauling capabilities to haul to the recycling facility, but in the contract, Van der Linde will provide the container and hauling.

Mr. Flippen (A-Colonial Heights) asked if the \$15 fee includes transportation to the convenience center. Mr. Nolan confirmed that the \$15 fee is for processing mattress materials only and does not include transportation.

Mr. S. Chidsey (M-Ashland) commented that if we guarantee 42,000 mattresses, would they be looking for a put or pay contract. Mr. Nolan confirmed that the agreement does not stipulate put or pay. In the proposal, Van der Linde offered pricing for a local site should we be able to generate enough (42,000) mattresses.

Mr. J. Mitchell (M-Henrico) asked what are the localities currently doing with the mattresses they receive? Mr. Nolan stated that the mattresses are being hauled to the landfill.

Ms. M. Tretina (M-Henrico) asked once we begin the mattress program, will there be a campaign to notify residents? Mrs. Hynes responded that a campaign would be launched once the program is established. Mrs. Hynes noted that there are some logistical concerns that need to be put in place before we take that step.

Mr. S. Chidsey (M-Ashland) asked what's the roll-off cost to haul from here to Troy? Mrs. Hynes explained that the cost differs by site and location.

Chairman Dunn asked for a motion to approve Resolution 24-18 to award a contract for mattress recycling as submitted. A motion was made by Ms. M. Kelley (M-Henrico) and seconded by Mr. C. Bowles (M-Chesterfield) and carried that Resolution 24-18 is approved and filed as submitted.

Item No. 9: Operations and Technical Advisory Committee Report

Mr. Nolan provided an update on the upcoming transitioning of Hopewell trash collection and Petersburg recycling. On June 17th CVWMA will begin to distribute new trash carts to Hopewell residents, and he noted that the collection days will be changing from Mondays and Tuesdays to Monday through Friday. The staff will continue to meet with the City officials on a monthly basis. Mr. Nolan informed the board that Petersburg will hopefully continue to use existing recycling carts, and he noted that their recycling collection days will also change effective July 1.

Mr. Nolan reminded the board that CVWMA will be hosting the Annual Disaster Recovery workshop on June 5, 2024, at the Beulah Recreation Center in Chesterfield County.

Mr. Nolan reported little change in the commodities market, noting that steel dropped from \$250 in March to \$205 for April.

Mr. Nolan announced the upcoming events from mid-April and May: On April 13th Henrico County will host an e-Cycling Event, and Hanover will host an HHW event, Petersburg will host a Citywide Clean-up, as well as Chesterfield County. Today, Powhatan County will host a Paper-Shredding event from 4:00p.m. to 6:00 pm. On Saturday, April 20th Hopewell will host a Citywide Cleanup event, Hanover County will host an e-Cycling Event, and New Kent County will host an e-cycling, paper shredding, and Waste Tire event. On April 27th Prince George County will host their annual HHW event. On May 11th Richmond will host e-cycling, paper shredding, and an HHW event on Robinhood Rd. Mr. Nolan noted that all events are listed in the board package.

Mr. Nolan reported that the Technical Advisory Committee (TAC) met on April 4th to discuss the Central Virginia Solid Waste Management Plan, contractual agreements, and projects. The next TAC meeting will be held on May 2nd at 9:00 am., and will include a speaker from NOPE, a food waste collection and composting company, and he invited all to attend. Lastly, Mr. Nolan reminded the board that copies of the program statistics are located on the table at the front of the room and are available on the CVWMA website.

Mr. S. Chidsey (M-Ashland) asked for an update on Petersburg's plans for the end of our contract, and have they responded to the \$6,000 invoice. Mr. Nolan mentioned that staff is unsure of Petersburg's new program that will begin when the CVWMA contract ends. Mrs. Hynes confirmed with the City's staff that Petersburg is currently working on a contractual agreement with Meridian, however CVWMA is unaware of the details. Mrs. Hynes stated that CVWMA has not issue an invoice yet and we have not yet been charged by WM. Mrs. Hynes noted that CVWMA has received communications from residents that want to know where Petersburg stands with trash collection, and she will update the board as she receives more information.

Item No. 10: Central Virginia Solid Waste Management Plan Update: Notice of Public Hearings

Mrs. Hynes reminded the board that the revised regional Solid Waste Management Plan (Plan); is due to the DEQ by August of 2024. She summarized the planning regulation requirements which state that any expansion or cessation of landfill capacity must undergo a major amendment to the Plan. She explained that a major amendment includes a public hearing and approval by the board, and both Planning District Commissions.

Mrs. Hynes explained that CVWMA will be holding a 3 public hearings at the May Board of Directors meeting to remove capacity from 3 landfills in the region from the Plan: Shoosmith Landfill, Tri-Cities Landfill, and The Eastend Landfill. The Shoosmith Landfill does not have local approval to expand into the quarry as originally permitted by DEQ. The quarry capacity is currently included in the plan and will need to be removed as the capacity is no longer available.

Ms. M. Tretina (M-Henrico) asked, what year did DEQ approve the expansion? Mrs. Hynes responded that approval from Chesterfield was established in 1999, and the part A, siting permit was established soon after.

Mrs. Hynes continued, the Tri-Cities Landfill is in Petersburg, and it was closed due to compliance issues by the DEQ. There was a little capacity left that will need to be removed from the Plan as the landfill is going through closure.

Lastly, The East End Landfill, a construction, demolition and debris landfill located in eastern Henrico has had some compliance issues and in addition lacks local zoning approval.

Mrs. Hynes reminded the board that all 3 public hearings will be held on May 17th during the scheduled board meeting.

Mr. J. Clary (A-Henrico) suggests verifying if the county is using a conditional use permit, when they should be using a provisional use permit. Mr. J. Clary (A-Henrico) stated that the county attorney indicated that the language should be updated. Mrs. Hynes thanked Mr. Clary for his recommendation and confirmed that all verbiage will be updated.

Mr. J. Clary (A-Henrico) stated that The East End Landfill closure is currently under appeal. Mrs. Hynes raised the probability of The East End Landfill's representatives commenting against the amendment to the Plan at the public hearing.

Item No. 11: Public Information

Mrs. J. Buchanan, CVWMA Public Relations Coordinator updated the board on the education and outreach activities for Earth Month (April). She noted that Monday, April 22nd is Earth Day, and she plans to attend an event hosted by Stony Point Fashion Park.

Mrs. Buchanan shared audio highlights of the 30-second radio spots featured on Audacy stations; WRVA and the Big Country 98.5. The 30-second spots broadcasts promotional messaging that contains information for events hosted by our localities that provide e-cycling, paper shredding, and household hazardous waste collections. Mrs. Buchanan reported on the monitored analytics for the CVWMA website which indicates high interest in our events. Mrs. Buchanan provided highlights from the Chesterfield Outdoors Fest, indicating the event was a success, despite the windy conditions.

Mrs. Buchanan reported on the Spanish language campaign, and CVWMA's partnership with Radio Poder 1380 A.M. radio station. She is very enthusiastic about this campaign and the new Spanish language materials we've invested in as we promote the CVWMA Earth Month recycling kit specifically for our Spanish audience. Mrs. Buchanan reported that she has received 150 requests for Recycling Kits, and she explained how Spanish speaking

residents can navigate our website to request a kit by mail. The kit includes Spanish language versions of bookmarks, a family activity, a word search, blue plastic bag holders, and educational materials.

Mrs. Buchanan updated the board on the Hopewell trash transition to WM (Waste Management) starting July 1st. A flyer has been created and is currently featured on CVWMA's website and information will feature in the upcoming utility bill and the Hopewell weekly newsletter. Mrs. Buchanan mentioned that some of the residents she spoke with at the farmer's market were well aware of the transition, so the word is getting out.

Mrs. Buchanan shared her interview experience with Channel 12 News earlier this week, and she accepted an interview with WRVA next week. Richmond Magazine contacted Mrs. Buchanan to request an interview to discuss the zero-waste initiative. Mrs. Buchanan provided an update on the English and Spanish versions of the R-3 design, which now reads "eat food, don't waste it".

Mrs. Buchanan reported on the Recycling Stewardship patches. Kids can earn stewardship patches if they watch the CVWMA recycling video on our website, and then do a project that features the three R's (Reduce, Reuse and Recycle) at home or at school. CVWMA recently gave 130 patches to students at Robious Elementary School in Chesterfield. The school organized a book swap to teach students about reuse, and CVWMA coloring posters were provided. Also, Hanover High School students earned stewardship patches for organizing a recycling contest and they received a special visit from R3 by request.

Lastly, Mrs. Buchanan shared exciting news concerning the waste reduction workshops at Glen Lea Elementary School, John Rolfe Middle School, Ratcliffe Elementary School in Henrico County, and the City of Richmond Cultural Roots Homeschool Co-op. The most popular choice was the Robot Building Workshop with upcycled materials and it was a success! The children really enjoyed the workshop and Mrs. Buchanan enjoyed the children's creativity.

Item No. 12: Financial Reports for March 2024

Mr. Adam George, Accounting & Financial Manager, reported a year-to-date net income of \$ \$191,785. He informed the board that the financial activity is consistent with the projected budget. Mr. George reported that two accounts have an invoice more than 60 days old, with a combined total of \$104. He is working with those jurisdictions to collect those funds by next week. Mr. George updated the board on the RFP for audit services. CVWMA received five proposals and three were selected for an interview this coming Monday with the Audit Committee. Mr. George indicated that the Audit Committee will recommend an award at the May board meeting.

Chairman Dunn opened the floor for questions. Hearing none, he asked for a motion to approve the Financial Reports for March 2024 as submitted. A motion was made by Mr. S. Chidsey (M-Ashland) and seconded by Mr. C. Bowles (M-Chesterfield) and carried that the Financial Reports for March 2024 are approved and filed as submitted.

Item No. 13: Administrative

Mrs. Hynes took a moment to welcome Mr. Jeff Stoneman (M-Hanover), our newly elected board member representative for Hanover County. Mr. Stoneman is also a newly elected member of the Board of Supervisors. Mrs. Hynes also welcomed Mr. Rodney Hathaway (A-New Kent). Mr. Hathaway is the County Administrator and the alternate board member for Ms. Jordan Stewart (M-New Kent).

Mrs. Hynes reminded the board of the upcoming Goal Committee meeting dates and welcomed all to participate in any one or all of the discussions. The Waste Diversion Committee will be touring McGill, a food waste composting facility in Waverly, VA. on May 8 and ask anyone interested in joining to please contact Mrs. Hynes

for details. She also reminding the board of the upcoming Disaster Recovery Training Workshop on Wednesday, June 5th at the Beulah Recreation Center in North Chesterfield, VA.

Lastly, Mrs. Hynes informed the board that we will not have a speaker for next month's board meeting, as we do have a full agenda that includes three public hearings and contract approvals.

OLD/NEW BUSINESS

Mr. J. Clary (A-Henrico) shared an announcement for all the Solid Waste Operators on the board. DEPOR has a public comment period that is open until the end of this month related to the open book /closed book operator's exam. The exam is a requirement for all parties interested in running a transfer station or a landfill. Mr. Clary mentioned that Mr. J. Byerly (A-Henrico) served on the board, so if you're interested in acquiring an engineering licensing or a license to operate a facility, please tune in to one of the public comment meetings.

Mrs. Hynes announced that the annual statewide SWANA (Solid Waste Association of North America) and Virginia Recycling Association will host a conference in May that many of the staff will be attending.

Lastly, Chairman Dunn reiterated the importance of serving on any of the committees if asked, particularly as an officer. He also mentioned that anyone interested in participating on a 35th Anniversary planning committee, to reach out to him.

ADJOURNMENT

With no further business to come before the Board, Chairman Dunn opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 9:54 a.m. The motion was made by Mr. M. Jones (M-Richmond), Vice-Chairman, seconded by Mr. T. Flippen (A-Colonial Heights) and carried that the April 19, 2024, 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 April 19th, 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., May 17, 2024. Given under my hand and seal of the CVWMA this 17th day of May 2024.

Robert Dunn, Chairman



CENTRAL VIRGINIA
WASTE MANAGEMENT AUTHORITY

2100 West Laburnum Avenue, Suite 105, Richmond, Virginia 23227 • 804/359-8413 • Fax 804/359-8421 • www.cvwma.com

Resolution of Appreciation

Presented to

DWAYNE JONES

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

WHEREAS, Dwayne Jones has served on the Central Virginia Waste Management Authority Board of Directors representing the County of Goochland since June 2014; and

WHEREAS, Mr. Jones has provided outstanding leadership on the Board, Technical Advisory Committee and other various committees; and

WHEREAS, Mr. Jones has promoted regional cooperation by supporting Authority programs in the County of Goochland; and

WHEREAS, Mr. Jones has been instrumental in raising awareness about recycling and solid waste management opportunities throughout the region; and

WHEREAS, Mr. Jones's personal and professional commitment to the environment has been a benefit to the purpose of the Authority; therefore,

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

Adopted this 17th day of May 2024



Attest: _____
Robert Dunn, Chairman



PUBLIC HEARING: PROPOSED AMENDMENT 10 TO THE CENTRAL VIRGINIA SOLID WASTE MANAGEMENT PLAN (CVSWMP or PLAN)

Shoosmith Sanitary Landfill in Chesterfield County - The CVWMA Board of Directors will hear public comments regarding a proposed amendment to the regional Plan to remove landfill disposal capacity that is and will no longer be available to the region. All interested parties are encouraged to review the 2019-2039 Plan and to comment on the proposed amendment at the regular meeting of the CVWMA Board of Directors at 9:00am on Friday, May 17, 2024 in the Large Conference room on the first floor of 2104 W Laburnum Avenue, Richmond VA 23227. A virtual option for comments during the public hearing will be available at this link: <https://us06web.zoom.us/j/83466274765> Copies of the Plan can be found at www.cvwma.com.

Written comments may be submitted prior to the public meeting but no later than May 16, 2024 to Rich Nolan at rnolan@cvwma.com or 2100 W. Laburnum Avenue, Suite 105, Richmond VA 23227. Comments will become part of the permanent record and will be considered in the development of the amendment.

The CVSWMP was prepared for the Central Virginia Waste Management Authority (CVWMA) and 13 local governments within the Authority's service area in accordance with the requirements and provisions of Regulations for Solid Waste Planning (9 VAC 20-130-10 et seq.). The CVSWMP provides an integrated solid waste management strategy for the Region. The CVSWMP was originally approved by the Department of Environmental Quality (VA DEQ) August 20, 2004 for the period 2004-2024 and most recently updated CVSWMP was approved by Virginia Department of Environmental Quality (VA DEQ), on October 29, 2021 for the period of 2019-2039. 9 VAC 20-130-175, (Amendments to plans) paragraph A, requires a major amendment to the solid waste management plan, which includes a public hearing, approval by the CVWMA Board, approval by the Richmond Regional and Crater Planning District Commissions and ultimate approval by the VA DEQ.

The Shoosmith Sanitary Landfill is located is located at 11800 Lewis Road, Chester, Virginia. This landfill is permitted under Solid Waste Facility Permit Number 587 issued by the VA DEQ.

An expansion of this Landfill into an adjacent quarry (cells 27 and 28) was originally approved by the VA DEQ, however, the Article VII/VIII application required by the host community of Chesterfield County was not approved by the Board of Supervisors in July 2018. The outcome of litigation prevents the landfill from expanding into the quarry. Approximately 33,699,000 cubic yards (approximately 17 million tons) of capacity currently in the plan will be removed by this amendment, if approved by the CVWMA Board of Directors and the Richmond Regional and Crater Planning District Commissions. It should be noted that this amendment only removes the cells related to the quarry and does not include the closure of the Shoosmith Landfill as there is capacity remaining in cells 1-26 that could be available.

CONSIDERATION OF RESOLUTION 24-19: Approval to amend the Central Virginia Solid Waste Management Plan (CVSWMP) to include the closure of The Shoosmith Sanitary Landfill

In accordance with the CVSWMP, the CVWMA Board of Directors, after public comment and adequate review, shall consider this major amendment to the Plan. Attached is **Resolution 24-19** approving Amendment 10 to the Plan and will authorize CVWMA to submit the Proposed Amendment 10 to the Richmond Regional and Crater Planning District Commissions for review and consideration.

Recommended Action: Approval of Resolution **24-19**

Attachment.

RESOLUTION 24-19

A resolution approving Amendment 10 to the Central Virginia Solid Waste Management Plan to include the closure of Shoosmith Sanitary Landfill in Chesterfield County and directing the transmittal of the Proposed Amendment to the Richmond Regional and Crater Planning District Commissions for review and consideration.

WHEREAS in accordance with the provisions of Section 10.1-1411 of the Code of Virginia, the Central Virginia Solid Waste Planning Area was designated by the Virginia Department of Waste Management as a planning area on May 31, 1991, and

WHEREAS, the Central Virginia Solid Waste Planning Area is contiguous with and concurrent to the geographic boundaries of the Central Virginia Waste Management Authority (CVWMA) comprised of the following member jurisdictions: Cities of Colonial Heights, Hopewell, Petersburg, and Richmond, the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan, and Prince George and the Town of Ashland, and

WHEREAS, Section 9 VAC 20-130-30 of the Code of Virginia requires that Solid Waste Planning Areas develop comprehensive and integrated solid waste management plans that at a minimum consider and address all components of the following hierarchy: source reduction, reuse, recycling, resource recovery (waste to energy), incineration, and landfilling, and

WHEREAS, the Richmond Regional Planning District Commission and the Crater Planning District Commission are designated as the entities responsible for the development and maintenance of a solid waste management plan for the central Virginia region; and,

WHEREAS, the Central Virginia Waste Management Authority is the legal entity responsible for the implementation of the plan; and,

WHEREAS, the current Central Virginia Solid Waste Management Plan horizon covers the 20-year period from 2019 through the year 2039; and,

WHEREAS, the Virginia Department of Environmental Quality approved the Central Virginia Solid Waste Management Plan August 20, 2004 and the most recent update on October 29, 2021; and,

WHEREAS, the Central Virginia Waste Management Authority has prepared a major amendment (Amendment 10) to the Plan in accordance with 9 VAC 20-130-10 et seq. as outlined Agenda Item No. 4.a. of the May 2024 Board Agenda to modify the Plan to reflect the removal of cells 27 and 28, also known as the quarry, of the Shoosmith Sanitary Landfill located at 11800 Lewis Road, Chester, Virginia from the CVSWMP; and,

THEREFORE, BE IT RESOLVED that the Central Virginia Waste Management Authority Board of Directors approves the major amendment to the Central Virginia Solid Waste Management Plan and authorizes the Authority to transmit, upon approval, the Proposed Amendment to the Richmond Regional and Crater Planning District Commissions for review and consideration.

Adopted this 17th of May 2024

ATTEST: _____
Robert Dunn, Chairman

PUBLIC HEARING: PROPOSED AMENDMENT 11 TO THE CENTRAL VIRGINIA SOLID WASTE MANAGEMENT PLAN (CVSWMP or PLAN)

Closure of The Tri-Cities Sanitary Landfill in City of Peterburg - The CVWMA Board of Directors will hear public comment regarding a proposed amendment to the regional Plan to remove landfill disposal capacity that is and will no longer be available to the region. All interested parties are encouraged to review the 2019-2039 Plan and to comment on the proposed amendment at the regular meeting of the CVWMA Board of Directors at 9:00am on Friday, May 17, 2024 in the Large Conference room on the first floor of 2104 W Laburnum Avenue, Richmond VA 23227. A virtual option for comments during the public hearing will be available at this link: <https://us06web.zoom.us/j/83466274765> Copies of the Plan can be found at www.cvwma.com.

Written comments may be submitted prior to the public meeting but no later than May 16, 2024 to Rich Nolan at rnolan@cvwma.com or 2100 W. Laburnum Avenue, Suite 105, Richmond VA 23227. Comments will become part of the permanent record and will be considered in the development of the amendment.

The CVSWMP was prepared for the Central Virginia Waste Management Authority (CVWMA) and 13 local governments within the Authority's service area in accordance with the requirements and provisions of Regulations for Solid Waste Planning (9 VAC 20-130-10 et seq.). The CVSWMP provides an integrated solid waste management strategy for the Region. The CVSWMP was originally approved by the Department of Environmental Quality (VA DEQ) August 20, 2004 for the period 2004-2024 and most recently updated CVSWMP was approved by Virginia Department of Environmental Quality (VA DEQ), on October 29, 2021 for the period of 2019-2039. 9 VAC 20-130-175, (Amendments to plans) paragraph A, requires a major amendment to the solid waste management plan, which includes a public hearing, approval by the CVWMA Board, approval by Richmond Regional and Crater Planning District Commissions and ultimate approval by the VA DEQ.

The Tri-Cities Sanitary Landfill, located at 390 Industrial Drive, Petersburg in the City of Petersburg is permitted under Solid Waste Facility Permit Number 228 issued by the VA DEQ. This Landfill is no longer accepting waste and is in the process of closure. Meridian Waste, the owners of the landfill discontinued accepting waste in late 2018 and the solid waste permit was ultimately revoked by DEQ, and the landfill is currently in closure. There was approximately 500,000 tons of capacity remaining at the time of closure. This remaining capacity will be removed by Amendment 11, if approved by the CVWMA Board of Directors and the Richmond Regional and Crater Planning District Commissions.

CONSIDERATION OF RESOLUTION 24-20: Approval to amend the Central Virginia Solid Waste Management Plan (CVSWMP) to include the closure of the Tri-Cities Sanitary Landfill

In accordance with the CVSWMP, the CVWMA Board of Directors, after public comment and adequate review, shall consider this major amendment to the Plan. Attached is **Resolution 24-20** approving Amendment 11 to the Plan and will authorize CVWMA to submit the Proposed Amendment 11 to the Richmond Regional and Crater Planning District Commissions for review and consideration.

Recommended Action: Approval of Resolution **24-20**

Attachment.

RESOLUTION 24-20

A resolution approving Amendment 11 to the Central Virginia Solid Waste Management Plan to include the closure of the Tri-Cities Sanitary Landfill in City of Petersburg and directing the transmittal of the Proposed Amendment to the Richmond Regional and Crater Planning District Commissions for review and consideration.

WHEREAS in accordance with the provisions of Section 10.1-1411 of the Code of Virginia, the Central Virginia Solid Waste Planning Area was designated by the Virginia Department of Waste Management as a planning area on May 31, 1991, and

WHEREAS, the Central Virginia Solid Waste Planning Area is contiguous with and concurrent to the geographic boundaries of the Central Virginia Waste Management Authority (CVWMA) comprised of the following member jurisdictions: Cities of Colonial Heights, Hopewell, Petersburg, and Richmond, the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan, and Prince George and the Town of Ashland, and

WHEREAS Section 9 VAC 20-130-30 of the Code of Virginia requires that Solid Waste Planning Areas develop comprehensive and integrated solid waste management plans that at a minimum consider and address all components of the following hierarchy: source reduction, reuse, recycling, resource recovery (waste to energy), incineration, and landfilling, and

WHEREAS, the Richmond Regional Planning District Commission and the Crater Planning District Commission are designated as the entities responsible for the development and maintenance of a solid waste management plan for the central Virginia region; and,

WHEREAS, the Central Virginia Waste Management Authority is the legal entity responsible for the implementation of the plan; and,

WHEREAS, the current Central Virginia Solid Waste Management Plan horizon covers the 20-year period from 2019 through the year 2039; and,

WHEREAS, the Virginia Department of Environmental Quality approved the Central Virginia Solid Waste Management Plan August 20, 2004 and the most recent update on October 29, 2021; and,

WHEREAS, the Central Virginia Waste Management Authority has prepared a major amendment (Amendment 11) to the Plan in accordance with 9 VAC 20-130-10 et seq. as outlined Agenda Item No. 4.b. of the May 2024 Board Agenda to modify the Plan to reflect the closure of the Tri-Cities Sanitary Landfill located at 390 Industrial Drive, Petersburg VA; and,

THEREFORE, BE IT RESOLVED that the Central Virginia Waste Management Authority Board of Directors approves the major amendment to the Central Virginia Solid Waste Management Plan and authorizes the Authority to transmit, upon approval, the Proposed Amendment to the Richmond Regional and Crater Planning District Commissions for review and consideration.

Adopted this 17th of May 2024

ATTEST: _____
Robert Dunn, Chairman

PUBLIC HEARING: PROPOSED AMENDMENT 12 TO THE CENTRAL VIRGINIA SOLID WASTE MANAGEMENT PLAN (CVSWMP or PLAN)

Closure of The East End Landfill in Henrico County - The CVWMA Board of Directors will hear public comment regarding a proposed amendment to the regional Plan to remove landfill disposal capacity that is and will no longer be available to the region. All interested parties are encouraged to review the 2019-2039 Plan and to comment on the proposed amendment at the regular meeting of the CVWMA Board of Directors at 9:00am on Friday, May 17, 2024 in the Large Conference room on the first floor of 2104 W Laburnum Avenue, Richmond VA 23227. A virtual option for comments during the public hearing will be available at this link: <https://us06web.zoom.us/j/83466274765> Copies of the Plan can be found at www.cvwma.com.

Written comments may be submitted prior to the public meeting but no later than May 16, 2024 to Rich Nolan at rnolan@cvwma.com or 2100 W. Laburnum Avenue, Suite 105, Richmond VA 23227. Comments will become part of the permanent record and will be considered in the development of the amendment.

The CVSWMP was prepared for the Central Virginia Waste Management Authority (CVWMA) and 13 local governments within the Authority's service area in accordance with the requirements and provisions of Regulations for Solid Waste Planning (9 VAC 20-130-10 et seq.). The CVSWMP provides an integrated solid waste management strategy for the Region. The CVSWMP was originally approved by the Department of Environmental Quality (VA DEQ) August 20, 2004 for the period 2004-2024 and most recently updated CVSWMP was approved by Virginia Department of Environmental Quality (VA DEQ), on October 29, 2021 for the period of 2019-2039. 9 VAC 20-130-175, (Amendments to plans) paragraph A, requires a major amendment to the solid waste management plan, which includes a public hearing, approval by the CVWMA Board, approval by Richmond Regional and Crater Planning District Commissions and ultimate approval by the VA DEQ.

The East End Landfill, a Construction, Demolition and Debris (CDD) landfill in Henrico County is permitted under Solid Waste Facility Permit Number 524 issued by the VA DEQ. The landfill is located at 1820 Darbytown Road, Henrico, Virginia.

This facility does not have the local zoning approval required by the County of Henrico to operate and will be forced to close. This Amendment will remove approximately 108,500 tons of remaining airspace from the Plan. from this landfill. This will be Amendment 12 to the CVSWMP. No adverse effect is projected to available airspace in the CVWMA region with this closure.

CONSIDERATION OF RESOLUTION 24-21: Approval to amend the Central Virginia Solid Waste Management Plan (CVSWMP) to include the closure of The East End Landfill

In accordance with the CVSWMP, the CVWMA Board of Directors, after public comment and adequate review, shall consider this major amendment to the Plan. Attached is **Resolution 24-21** approving Amendment 12 to the Plan and will authorize CVWMA to submit the Proposed Amendment 12 to the Richmond Regional and Crater Planning District Commissions for review and consideration.

Recommended Action: Approval of Resolution **24-21**

Attachment

RESOLUTION 24-21

A resolution approving Amendment 12 to the Central Virginia Solid Waste Management Plan to include the closure of The East End Landfill in Henrico County and directing the transmittal of the Proposed Amendment to the Richmond Regional and Crater Planning District Commissions for review and consideration.

WHEREAS in accordance with the provisions of Section 10.1-1411 of the Code of Virginia, the Central Virginia Solid Waste Planning Area was designated by the Virginia Department of Waste Management as a planning area on May 31, 1991, and

WHEREAS, the Central Virginia Solid Waste Planning Area is contiguous with and concurrent to the geographic boundaries of the Central Virginia Waste Management Authority (CVWMA) comprised of the following member jurisdictions: Cities of Colonial Heights, Hopewell, Petersburg, and Richmond, the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan, and Prince George and the Town of Ashland, and

WHEREAS Section 9 VAC 20-130-30 of the Code of Virginia requires that Solid Waste Planning Areas develop comprehensive and integrated solid waste management plans that at a minimum consider and address all components of the following hierarchy: source reduction, reuse, recycling, resource recovery (waste to energy), incineration, and landfilling, and

WHEREAS, the Richmond Regional Planning District Commission and the Crater Planning District Commission are designated as the entities responsible for the development and maintenance of a solid waste management plan for the central Virginia region; and,

WHEREAS, the Central Virginia Waste Management Authority is the legal entity responsible for the implementation of the plan; and,

WHEREAS, the current Central Virginia Solid Waste Management Plan horizon covers the 20-year period from 2019 through the year 2039; and,

WHEREAS, the Virginia Department of Environmental Quality approved the Central Virginia Solid Waste Management Plan August 20, 2004 and the most recent update on October 29, 2021; and,

WHEREAS, the Central Virginia Waste Management Authority has prepared a major amendment (amendment12) to the Plan in accordance with 9 VAC 20-130-10 et seq. as outlined Agenda Item No. X of the May 2024 Board Agenda to modify the Plan to reflect the closure of The East End Landfill located at 1820 Darbytown Road, Henrico, Virginia; and,

THEREFORE, BE IT RESOLVED that the Central Virginia Waste Management Authority Board of Directors approves the major amendment to the Central Virginia Solid Waste Management Plan and authorizes the Authority to transmit, upon approval, the Proposed Amendment to the Richmond Regional and Crater Planning District Commissions for review and consideration.

Adopted this 17th of May 2024

ATTEST: _____
Robert Dunn, Chairman

NOMINATING COMMITTEE REPORT

The Nominating Committee has developed a slate of officers for the ensuing fiscal year. It is the consensus recommendation of Mrs. Marcia Kelley (M-Henrico), Chair and Ms. Wendy Grady (M-Goochland) that the following be nominated for the officers of the Central Virginia Waste Management Authority for fiscal year 2024-2025:

- | | |
|---------------|----------------------------------|
| Chairman | Miles Jones (City of Richmond) |
| Vice-Chairman | Marilee Tretina (Henrico County) |
| Secretary | Cary Drane (Chesterfield County) |
| Treasurer | John Mitchell (Henrico County) |
| Director | Jordan Stewart (New Kent County) |

The elections will be held at the June 2024 Board of Directors meeting, at which time, any Board member may make additional nominations.

The term of the elected officers will begin July 1, 2024.

AUDIT COMMITTEE REPORT

Consideration of Resolution 24-22: To Award a Contract for Financial Auditing Services

The contract for financial auditing services between the CVWMA and Brown Edwards has expired. A request for proposals was issued on March 1, 2024 with a return deadline of March 29, 2024. The CVWMA received five proposals. The CVWMA Audit Committee and staff met and interviewed three firms on Monday April 22, 2024. The Committee analyzed the considerable expertise and experience in each of the proposals submitted and based on the evaluation criteria determined Brown Edwards & Company to be the best choice for the CVWMA.

Brown Edwards & Company L.L.P. has served as CVWMA's audit firm for the past twelve years and has provided excellent service and partnership. The Audit Committee recommends awarding the contract for financial audit services to Brown Edwards & Company for the four years ending June 30, 2024, 2025, 2026, and 2027.

Resolution 24-22 will authorize the Executive Director to enter into a contract for financial auditing services for the four-year period.

Audit Committee Members:

John Mitchell (M-Henrico), Treasurer
Robert Dunn (M-Chesterfield)
Clay Bowles (M-Chesterfield)

Recommended Action: Approval of Resolution 24-22

Attachment

RESOLUTION 24-22

A resolution authorizing a contract for Financial Auditing Services between Central Virginia Waste Management Authority and Brown, Edwards & Company, L.L.P. for the four fiscal years ending June 30, 2024, 2025, 2026, and 2027.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the Audit Committee's report included as Agenda Item No. 6 of the May 17, 2024 Board of Director's Agenda outlined the selection process for a contract for financial auditing services; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a Professional Services Contract between the Central Virginia Waste Management Authority and Brown Edwards & Company, L.L.P.; and

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

Adopted this 17th day of May 2024

ATTEST:

Robert L. Dunn, Chairman

OPERATIONS AND TECHNICAL ADVISORY COMMITTEE REPORT

Recycling – Residential Recycling tons for the month of April 2024 were 2,292 tons compared to 1,686 tons in April 2023. Total recycling tonnage collected in FY 2024 is 22,110 tons compared to 19,268 tons in FY 2023. CVWMA continues to work with TFC and the City of Petersburg on transitioning curbside recycling services from Meridian Waste to TFC.

Commodity Markets- May 2024 market price for Mixed Paper is \$80.00 per ton, a \$5.00 increase from April 2024; Newsprint is \$90.00 per ton, up \$5.00; and OCC is \$120.00 per ton, no change from previous month. The steel rebate is \$205/ton for scrap metal recycled in May 2024 compared to \$205/ton in April 2024.

Municipal Solid Waste – Service by Waste Management of Virginia (WM) and Meridian have been routine in April 2024. The Contract with Meridian for Hopewell residential trash service expires June 30, 2024 and the CVWMA is continuing work on implementation and transition planning.

Scheduled Events: – May 11, 2024 from 10am-2pm: City of Richmond Robin Hood Road: E-cycling, HHW, and paper shredding

Household Hazardous Waste (HHW) Site Collection - CVWMA will piggyback on the State of Virginia Department of Purchasing and Supply Contract for the the routine HHW collection services around the region. Clean Harbors will be the contractor providing the service.

Technical Advisory Committee (TAC) – The May TAC meeting was held on May 2, 2024. The group heard a presentation from Natural Organic Process Enterprises (NOPE), a food collection and composting company. The TAC also discussed updates to the regional Recycling Rate Report, the upcoming annual Disaster Recovery Workshop and contract renewals/expiration. The next meeting is on June 6, 2024, at 9:00am.

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

PUBLIC INFORMATION

Outreach

Earth Month Recap: In April, CVWMA participated in 43 school and public events/programs, reaching approximately **2,400 people**. This does not include additional exposure through earned and paid media (WRVA and 12 On Your Side). CVWMA had 160 requests for Spanish-language recycling kits through a special Earth Month promotion with Radio Poder.



Recycling Steward Patch: 19 seniors at Clover Hill High School earned their Recycling Steward patch as part of their Advanced Placement Environmental Studies course. The students completed service projects such as litter cleanups, helping senior citizens in Brandermill mulch leaves vs. bag them and Earth Day outreach at the school.

Hopewell Trash Service: CVWMA has prepared a flier, social media blast and utility bill insert to inform residents about upcoming changes to trash service in Hopewell. The flier is posted at <https://cvwma.com/hopewell>.

CHANGES ARE COMING TO TRASH COLLECTION



COMING SOON

- New Trash Carts
- Collection Day Changes
- Bulky Waste Pickup - *request in advance*

WM BEGINS SERVICE JULY 1

- New trash carts will be delivered citywide starting June 17. After your final trash collection in June, please leave old carts at the curb. They will be removed.
- **New process for bulky waste pickup:** Beginning July 1, you must request bulky waste pickup by 2 p.m. the previous business day. Make requests online, by email or by phone.



Scan the QR code with your smartphone for details.



Watch your mailbox in June for a postcard showing your **new trash day**.

804-340-0900 | [CVWMA.com/hopewell](https://cvwma.com/hopewell)



New trash carts are gray with black lids.



Upcoming Education & Outreach Events

- May 23: Three Chopt Elementary School
- June 13: City of Richmond 8th District Constituent Meeting
- June 20: Cozy Ol' Bluegrass Festival (Richmond)
- July 12-13: Hanover Tomato Festival

FINANCIAL REPORTS FOR APRIL 2024

The monthly financial activity for April is consistent with anticipated levels of service and budget. The Authority has a combined net income of \$170,179 as of the end of April.

The Accounts Receivable schedule is included and reflects two accounts with an invoice more than 60 days old.

Recommended Action: Approval of the April 2024 Financial Reports

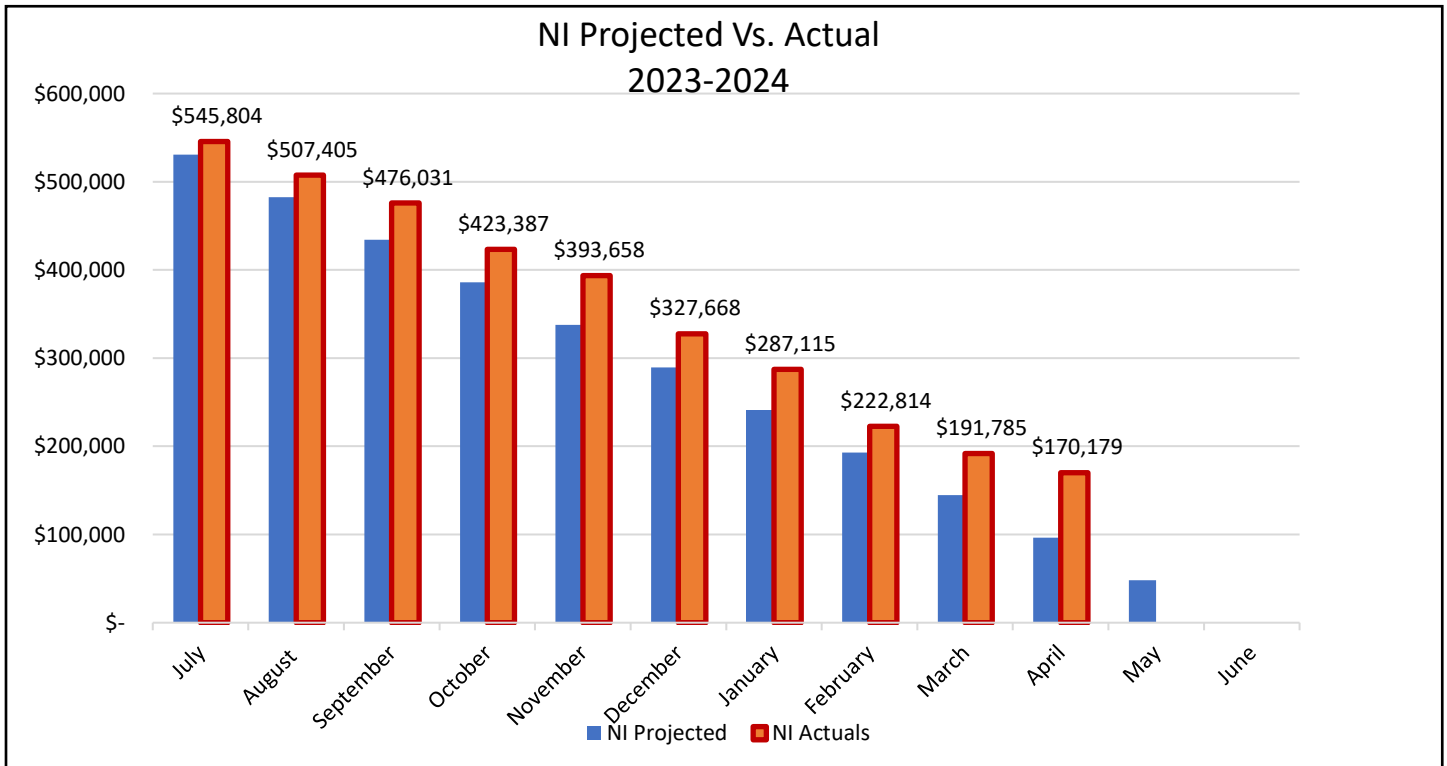
Attachments.

**Central Virginia Waste Management Authority
Statement of Revenues and Expenses - Summary
July 1, 2023 through April 30, 2024**

Summary - All Funds

	<u>Total Revenues</u>	<u>Total Expenses</u>	<u>NI Totals</u>
General Operating Fund	\$ 619,217	543,451	\$ 75,766
Curbside Project Fund	8,944,232	8,868,734	\$ 75,498
Drop-Off Project Fund	1,451,558	1,419,882	\$ 31,676
Municipal Solid Waste Fund	4,346,266	4,359,027	\$ (12,761)
CFC/HCFC	78,525	78,525	\$ -
Special Waste Collections	225,950	225,950	\$ -
Waste Tire Fund	31,204	31,204	\$ -
Appliance and Scrap Metal Hauling	592,683	592,683	\$ -
Yard Waste Projects	923,364	923,364	\$ -
Waste Transfer & Disposal	1,668,805	1,668,805	\$ -
	<u>\$ 18,881,804</u>	<u>\$ 18,711,625</u>	<u>\$ 170,179</u>

	<u>Month to date</u>	<u>Year to date</u>	<u>Budget</u>
Capital Outlay	<u>\$ 40,185</u>	<u>\$ 131,243</u>	<u>\$ 1,907,500</u>



**Central Virginia Waste Management Authority
Statement of Revenues and Expenses - Summary
July 1, 2023 through April 30, 2024**

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	\$ -	\$ 598,419	\$ 598,420	\$ 1	0.0%
Interest on Investments	<u>2,695</u>	<u>20,798</u>	<u>26,360</u>	<u>5,562</u>	<u>21.1%</u>
Total Revenues	<u>2,695</u>	<u>619,217</u>	<u>624,780</u>	<u>5,563</u>	<u>0.9%</u>
Expenses:					
Personnel services	34,759	345,912	417,000	71,088	17.0%
Fringe benefits	9,565	98,404	113,150	14,746	13.0%
Professional services	5,352	36,946	42,550	5,604	13.2%
Repairs and maintenance	40	771	1,900	1,129	59.4%
Advertising and promotions	-	30	1,500	1,470	98.0%
Materials and supplies	178	4,412	3,725	(687)	-18.4%
Other services and charges	497	14,207	19,150	4,943	25.8%
Leases	3,614	37,288	49,060	11,772	24.0%
Depreciation	411	5,481	6,800	1,319	19.4%
Total Expenses	<u>54,416</u>	<u>543,451</u>	<u>654,835</u>	<u>111,384</u>	<u>17.0%</u>
Net Income	<u>\$ (51,721)</u>	<u>\$ 75,766</u>	<u>\$ (30,055)</u>	<u>\$ 105,821</u>	
Capital Outlay	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,500</u>	<u>\$ (7,500)</u>	

**Central Virginia Waste Management Authority
Statement of Revenues and Expenses - Summary
July 1, 2023 through April 30, 2024**

Curbside Project Fund

	Month to Date <u>Actual</u>	Year to Date <u>Actual</u>	Total <u>Budget</u>	<u>Variance</u>	<u>% Budget Remaining</u>
<i>Revenues:</i>					
Project Service Fees	\$ 767,014	\$ 7,736,288	\$ 9,265,000	\$ 1,528,712	16.5%
Public Relations Assessment	44,895	249,157	310,000	60,843	19.6%
Customer Service Assessment	23,320	306,507	361,000	54,493	15.1%
96-gal Cart Revenue	61,528	628,475	927,800	299,325	32.3%
Material Sales Rebate	8,333	16,666	-	(16,666)	
Sponsorship and Grants	-	-	-	-	
Interest on Investments	842	7,139	8,345	1,206	14.5%
	<u>905,932</u>	<u>8,944,232</u>	<u>10,872,145</u>	<u>1,927,913</u>	<u>17.7%</u>
<i>Total Revenues</i>					
<i>Expenses:</i>					
Personnel services	31,065	299,945	370,600	70,655	19.1%
Fringe benefits	8,335	86,454	115,800	29,346	25.3%
Professional services	7,400	41,339	43,265	1,926	4.5%
Repairs and maintenance	-	841	2,155	1,314	61.0%
Advertising and promotions	12,900	88,663	92,000	3,337	3.6%
Materials and supplies	183	3,478	4,605	1,127	24.5%
Other services and charges	1,394	70,135	77,680	7,545	9.7%
Leases	4,325	44,329	79,365	35,036	44.1%
Depreciation	48,589	481,607	575,440	93,833	16.3%
Contractual services	767,015	7,736,187	9,265,000	1,528,813	16.5%
96-gal Cart Expense	31	15,756	246,235	230,479	93.6%
Material Sales Rebate	-	-	-	-	-
	<u>881,237</u>	<u>8,868,734</u>	<u>10,872,145</u>	<u>2,003,411</u>	<u>18.4%</u>
<i>Total Expenses</i>					
	<u>\$ 24,695</u>	<u>\$ 75,498</u>	<u>\$ -</u>	<u>\$ 75,498</u>	
<i>Net Income</i>					
<i>Capital Outlay</i>	<u>\$ 20,093</u>	<u>\$ 111,151</u>	<u>\$ 335,000</u>	<u>\$ (223,849)</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses - Summary
July 1, 2023 through April 30, 2024

Drop Off Project Fund

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Project Service Fees	\$ 122,559	\$ 1,200,042	\$ 1,721,060	\$ 521,018	30.3%
Materials Sales Rebate	33,952	249,374	250,000	626	0.3%
Interest on Investments	<u>253</u>	<u>2,142</u>	<u>2,435</u>	<u>293</u>	<u>12.0%</u>
Total Revenues	<u>156,764</u>	<u>1,451,558</u>	<u>1,973,495</u>	<u>521,937</u>	<u>26.4%</u>
Expenses:					
Personnel services	950	8,895	11,250	2,355	20.9%
Fringe benefits	234	2,463	3,380	917	27.1%
Professional services	256	3,186	4,030	844	20.9%
Repairs and maintenance	-	50	255	205	80.4%
Advertising and promotions	-	434	-	(434)	0.0%
Materials and supplies	34	484	780	296	37.9%
Other services and charges	33	1,220	1,325	105	7.9%
Leases	80	821	1,360	539	39.6%
Contractual services	122,559	1,200,044	1,721,060	521,016	30.3%
Materials sales rebate	<u>25,645</u>	<u>202,285</u>	<u>200,000</u>	<u>(2,285)</u>	<u>-1.1%</u>
Total Expenses	<u>149,791</u>	<u>1,419,882</u>	<u>1,943,440</u>	<u>523,558</u>	<u>26.9%</u>
Net Income	<u>\$ 6,973</u>	<u>\$ 31,676</u>	<u>\$ 30,055</u>	<u>\$ 1,621</u>	

**Central Virginia Waste Management Authority
Statement of Revenues and Expenses - Summary
July 1, 2023 through April 30, 2024**

Municipal Solid Waste Fund

	Month to Date <u>Actual</u>	Year to Date <u>Actual</u>	Total <u>Budget</u>	<u>Variance</u>	<u>% Budget Remaining</u>
<i>Revenues:</i>					
Project Service Fees	\$ 427,927	\$ 4,244,246	\$ 4,759,000	\$ 514,754	10.8%
Customer Service Assessment	3,589	35,944	49,000	13,056	26.6%
Cart Revenue	6,203	62,506	80,430	17,924	
Contract Admin Costs	-	-	-	-	0.0%
Interest on Investments	422	3,570	4,160	590	14.2%
	<u>438,141</u>	<u>4,346,266</u>	<u>4,892,590</u>	<u>546,324</u>	<u>11.2%</u>
<i>Total Revenues</i>					
<i>Expenses:</i>					
Personnel services	1,898	17,346	22,500	5,154	22.9%
Fringe benefits	682	7,132	9,650	2,518	26.1%
Professional services	982	5,357	6,555	1,198	18.3%
Repairs and maintenance	-	85	440	355	80.7%
Advertising and promotions	-	406	2,500	2,094	99.0%
Materials and supplies	76	1,137	1,640	503	30.7%
Other services and charges	130	3,017	2,565	(452)	-17.6%
Leases	401	4,177	5,650	1,473	26.1%
Depreciation	5,621	56,210	59,765	3,555	5.9%
Contractual Services	428,301	4,244,319	4,759,000	514,681	10.8%
Cart Expense	1,603	19,841	22,325	2,484	
	<u>439,694</u>	<u>4,359,027</u>	<u>4,892,590</u>	<u>533,563</u>	<u>10.9%</u>
<i>Total Expenses</i>					
<i>Net Income</i>	<u>\$ (1,553)</u>	<u>\$ (12,761)</u>	<u>\$ -</u>	<u>\$ (12,761)</u>	
<i>Capital Outlay</i>					
	<u>\$ 20,093</u>	<u>\$ 20,093</u>	<u>\$ 1,565,000</u>	<u>\$ -</u>	

**Central Virginia Waste Management Authority
Statement of Revenues and Expenses - Summary
July 1, 2023 through April 30, 2024**

Other Special Projects

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Project Service Fees	\$ 219,923	\$ 2,817,591	\$ 4,002,100	\$ 1,184,509	29.6%
Materials Sales Rebate	<u>74,993</u>	<u>702,940</u>	<u>800,000</u>	<u>97,060</u>	<u>12.1%</u>
Total Revenues	<u>294,916</u>	<u>3,520,531</u>	<u>4,802,100</u>	<u>1,281,569</u>	<u>26.7%</u>
Expenses:					
Contractual services	220,093	2,817,798	4,002,100	1,184,302	90.0%
Materials sales rebate	<u>74,823</u>	<u>702,733</u>	<u>800,000</u>	<u>97,267</u>	<u>12.2%</u>
Total Expenses	<u>294,916</u>	<u>3,520,531</u>	<u>4,802,100</u>	<u>1,281,569</u>	<u>26.7%</u>
Net Income	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	

Central Virginia Waste Management Authority
Accounts Receivables
April 30, 2024

	Total	Over 60 days	Current w/in 60 days
Department of General Services	\$ 5,397	\$ -	\$ 5,397
Ashland	38,432	-	38,432
Charles City	-	-	-
Chesterfield	19,559	210	19,349
Colonial Heights	136,533	-	136,533
Goochland	83,580	-	83,580
Hanover	88,641	1,398	87,243
Henrico	539,557	-	539,557
Hopewell	153,153	-	153,153
New Kent	71,439	-	71,439
Petersburg	218,163	-	218,163
Powhatan	26,757	-	26,757
Prince George	-	-	-
Richmond	287,507	-	287,507
Totals	\$ 1,668,718	\$ 1,608	\$ 1,667,110

CONSIDERATION OF RESOLUTION 24-23: AMENDING THE 2023-2024 RESIDENTIAL RECYCLING AND MSW FUND BUDGETS

The staff has reviewed revenues and expenses by line-item and made projections through the end of the year. Each category of expenses was compared to budget and necessary amendments in excess of \$2,500 per category have been identified. There is one appropriation and all other transfers and amendments are between line items and are within total budget in each fund.

Residential Recycling Fund

The new Residential Recycling Contract between CVWMA and TFC Recycling began July 1, 2023. The Contract provides for revenue sharing when published market prices for various commodities exceeds a threshold, with a maximum revenue for the year of \$100,000. Beginning in February 2024, the market prices reached that threshold and CVWMA has received \$8,333 monthly and likely will receive revenue through the end of June. An appropriation of \$41,665 (5 months at \$8,333/month) is requested. In the Contract, a portion of the revenue is to be used for scholarships and the majority to enhance the residential recycling program.

In May and June 2023, CVWMA rolled out 95,000 recycling carts in Henrico, Goochland and Hanover. The depreciation of the carts was budgeted in a line item in the Contractual Category, labeled as 96-gallon Cart Expenses. The requested amendment will transfer \$570,000 from the 96-gallon Cart Expense line-item to Depreciation, where the depreciation is actually recorded. The net effect of this transfer is \$0.

Municipal Solid Waste Fund

Similarly to the Residential Recycling Fund, the depreciation of the carts was budgeted in a line item in the Contractual Category, labeled as 96-gallon Cart Expenses. The requested amendment will transfer \$65,000 from the 96-gallon Cart Expense line-item to Depreciation, where the depreciation is actually recorded. The net effect of this transfer is \$0.

Resolution 24-23 is attached for consideration and will amend the 2023-2024 Residential Recycling and MSW Funds Budgets as described herein.

Recommended Action: Approval of Resolution 24-23

Attachment.

RESOLUTION 24-23

A resolution to amend the CVWMA Residential Recycling Fund and Municipal Solid Waste Fund Operating Budgets for the fiscal year beginning July 1, 2023 and ending on June 30, 2024, to transfer funds sufficient for the remainder of the fiscal year and appropriate revenue.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

1. That the budget designated as the CVWMA Residential Recycling Fund for the fiscal year July 1, 2023 and ending on June 30, 2024, is hereby amended as follows:

	2023-24		2023-2024	
Residential Recycling	Approved Budget	Amendment	Revised Budget	
Material Sales Rebate	\$ 0	\$ 41,665	\$ 41,665	
96-gallon cart expense	811,675	(570,000)	241,675	
Depreciation	10,000	570,000	580,000	
Net Adjustments		\$ 41,665		

2. That the budget designated as the CVWMA Municipal Solid Waste Fund for the fiscal year July 1, 2023 and ending on June 30, 2024, is hereby amended as follows:

	2023-24		2023-2024	
Municipal Solid Waste	Approved Budget	Amendment	Revised Budget	
96-gallon cart expense	\$ 80,280	\$ (65,000)	\$ 15,280	
Depreciation	1,810	65,000	66,810	
Net Adjustments		\$ 0		

3. That this appropriation resolution shall be in full force and effect upon its passage.

Adopted this 17th day of May 2024

Attest: _____
Robert Dunn, Chairman

CONSIDERATION OF RESOLUTION 24-24: REAFFIRMING THE PAY AND CLASSIFICATION PLAN FOR FISCAL YEAR 2025

The CVWMA Board approved the 2024-2025 Operating Budget presented by staff at the regular meeting on December 15, 2023. **Resolution 24-10** adopting the Pay and Classification Plan for the fiscal year beginning July 1, 2024, and ending June 30, 2025 and the 2025 Operating Budget reflects an average 4% salary increase for all employees effective July 1, 2024, based on merit. This resolution calls for the Board to reaffirm the 4% salary increase at their regular meeting in May 2024. Staff has reviewed the upcoming budget and current and anticipated levels of activity. The 2025 Operating Budget maintains conservative estimates of revenues from recycling markets and investment income. Recycling markets have and are continuing to improve over the last year, from which CVWMA keeps a portion for operating expenses. The 4% wage increase budgeted for fiscal year 2025 is sustainable.

Resolution 24-24, attached for consideration, will reaffirm, and adopt the 4% salary increase as presented and approved in December 2023.

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

Attachment.

RESOLUTION 24-24

A resolution reaffirming and adopting the 4% salary increase included in the Pay and Classification Plan of the adopted 2025 Operating Budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

1. That the Pay and Classification Plan for the fiscal year beginning July 1, 2024, and ending June 30, 2025, included as part of the 2024-2025 Operating Budget approved by the Board of Directors at the regular meeting on December 15, 2023, is hereby affirmed by the CVWMA Board of Directors. The CVWMA Executive Director is hereby authorized to make disbursements in accordance with the 2024-2025 approved Pay and Classification Plan, and
2. That the Pay and Classification Plan reflects an average 4% salary increase for all employees, and
3. That Section 10; Appendix A of the Authority's *Personnel Policies, Benefits and Procedures Manual* includes the pay scale and grading system for 2024-2025, and
4. That this resolution shall be in full force and effect on and after the first day of July 2024 and shall constitute the Pay and Classification Plan for the fiscal year commencing on that date.

Adopted this 17th day of May 2024

Attest: _____
Robert L. Dunn, Chairman

