

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
FEBRUARY 16, 2024
2104 WEST 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
Stephen Chidsey (M-Ashland)
Nathaniel Richardson (M-Charles City)
John Neal (A-Chesterfield)
Dawn Rowell (A-Chesterfield)
Todd Flippen (A-Colonial Heights)
Dwayne Jones (A-Goochland)
Randy Hardman (M-Hanover)
Theresa Arnold (A-Hanover)
Marcia E. Kelley (M-Henrico)
Marilee Tretina (M-Henrico)
Monique Robertson (M-Hopewell)
Jordan Stewart (M-New Kent)
Dean Simmons (M-Prince George)
Carly Glenn (M-Richmond)
Elizabeth Hall (M-Richmond)

Non-Voting:

J Bentley Chan (A-Henrico)
Josh Byerly (A-Henrico)

Staff:

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

MEMBERS/ALTERNATES NOT PRESENT

Cary Drane (M-Chesterfield), Secretary
Jenny Schontag (A-Ashland)
Michelle Johnson (A-Charles City)
Clay Bowles (M-Chesterfield)
Mindy McKinney (A-Chesterfield)
Doug Smith (M-Colonial Heights)
Wendy Grady (M-Goochland)
Jeff Stoneman (M-Hanover)
John Saunders (A-Hanover)
Jon Clary (A-Henrico)
Rodney Hathaway (A-New Kent)
Jerry Byerly (M-Petersburg)
Randall Williams (A-Petersburg)
Bob Powers (M-Powhatan)
Michael Walker (A-Richmond)
Noah Hillerbrand (A-Richmond)

Visitors:

Kate Rivara, City of Richmond Composting Pilot
Tim Glidewell, Powhatan

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 January 19, 2024

Chairman Dunn (M-Chesterfield) opened the floor for a motion to consider the minutes of the January 19, 2024, meeting as submitted. The motion was made by Vice-Chairman M. Jones (M-Richmond) and seconded by Mr. S. Chidsey, (M-Ashland), and so carried that the minutes of the January 19, 2024, Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting were approved as submitted.

Item No. 3: Chairman's Report

Chairman Dunn welcomed newly appointed members and alternates: Mr. Nathaniel Richardson (M-Charles City), Ms. Jordan Stewart (M-New Kent), Mr. Rodney Hathaway (A-New Kent), Mr. Bob Powers (M-Powhatan), and Mr. Tim Glidewell (A-Powhatan). Chairman Dunn took a moment to highlight and recognize board member Ms. E. Hall (M-Richmond). Ms. Hall has written four outstanding articles about waste, recycling, and the CVWMA. Chairman Dunn highly recommends reading all four of her articles if not already. Chairman Dunn and the board honored Ms. Hall with a round of applause for her work.

Item No. 4: Presentation: Kate Rivara, City of Richmond Composting Pilot Program

Mrs. K. Hynes, CVWMA Executive Director introduced Ms. Kate Rivara from the City of Richmond. Ms. Rivara runs the composting pilot program. The City was able to implement this pilot with grant funding from the USDA. Mrs. Hynes confirmed that she and the staff had an opportunity to visit the site to see how it works. Mrs. Hynes thanked Ms. Rivara for joining to share details about the composting program and the sustainability of the program going forward.

Ms. Rivara thanked Mrs. Hynes and the board for allowing her to share her presentation, after which Ms. Rivara introduced herself and shared a little bit about her responsibilities as the Community Engagement Manager for Richmond City Parks and Recreation where she currently oversees the community stewardship spaces. Before Ms. Rivara became the Community Engagement Manager, she was the Community Gardens Coordinator, for the City of Richmond and in that position, she received the background to begin exploring better community composting options.

Ms. Rivara explained that composting is a process where food scraps, yard waste, and other organic matter is turned into a nutrient-rich stable soil material. Ms. Rivara noted that almost all food waste can be composted along with many paper products and plant-based materials such as paper plates, napkins, and paper towels.

Ms. Rivara conceptualized the development of the Richmond Composting Initiative in partnership with Parks & Recreation, Public Works, Richmond Grows Gardens, and Real Roots Food Systems which began in July of 2022. She highlighted the importance of Real Roots Food Systems, the program contractor for the pilot program. Ms. Rivara explained that Real Roots owner Mark Davis brings a lot of passion and knowledge to the partnership, and their operation is based on an actual farm, and they are highly involved with community awareness.

The Compost Initiative has 20 drop off locations around the City of Richmond, and the actual community compost pilot is currently operating on a former landfill site. The initiative received a \$90,000 USDA grant which jumpstarted

operations and allowed the program to pay their contractors and hire help to establish the pilot site. Parks and Recreation also has a workforce development program where they train people with difficult work histories, and most of the onsite staff are re-entry participants.

s. Rivara reported that last year, the program delivered 137 cubic yards of high quality, unique garden compost to community gardens around the city. Ms. Rivara stated that her goal is to change people's mindset about waste. She wants people to acknowledge that food scraps have a lot of value and compost is not trash. Ms. Rivara hopes to eventually start a curbside composting program. Ms. Rivara wants to open up 20 additional sites if/when more funding is available.

Chairman Dunn asked whether the program involved restaurants or is planning on doing that. Ms. Rivara replied, the program currently has 2 coffee shops, but right now is focused on residents and restaurants on a smaller scale.

Ms. C. Glenn (M-Richmond) asked if they are getting the leaves from the landfill or are those the baggies that get picked up with the trash. Ms. Rivara replied yes some of them are from trash pick-up, but most leaves come from the city vacuum leaf program. Ms. Glenn asked if the compost was only going to community gardens right now, and Ms. Rivara replied no, they also send compost to tree planting sites with highly compacted urban soil.

Mr. R. Thompson, Operations Analyst asked if there is still an oyster shell composting program. Ms. Rivara replied that the oyster shell program still exists at the Robin Hood Road site, but she does not have much involvement with that program.

Mr. S. Chidsey (M-Ashland) asked if the City would eventually have to get a VA DEQ permit. Ms. Rivara stated that if she gets a chance to double the operation, the City will have to get a permit. Mr. S. Chidsey (M-Ashland) commented that a bigger site will require more testing. Ms. Rivara agreed with Mr. Chidsey (M-Ashland).

Chairman Dunn asked, how are this is being communicated with the Richmond public to maximize involvement, and what kind of communications efforts are in place. Mrs. Rivara explained that their community garden program has its own Instagram account, which has a pretty good following. Also, the program utilizes Richmond postcards, RVA.gov, and face to face public outreach at solid waste, electronic, as well as "Bring One for the Chipper" events.

Ms. M. Kelley (M-Henrico) asked how the program keeps contaminated items likes bones etc. separate from the compost. Ms. Rivara stated that they are manual sorting the material, and most of the contamination is plastics, Styrofoam and aluminum cans. Ms. Rivara noted that on rare occasions they might find animal carcasses.

Ms. L. McBride, Administrative Assistant asked about the success of the program and growth potential. Ms. Rivara explained that the program is beginning to grow, but more growth takes funding, permits, and hiring engineers etc. but is always ready for expansion.

Ms. E. Hall (M-Richmond) Do you find that some of the bins are overflowing? What if you have more than your capacity levels will allow, do you need more programs to get involved to help with overflow? Ms. Rivara stated that she relies heavily on her partners to contact her if the bins overflow, for example the bins at the West End library sat for a couple of months, and she received a call that the bins were filling up really fast, so the program picked it up right away.

Ms. C. Glenn (M-Richmond) asked if they work with any of the paid curbside compost services within the city of Richmond. Ms. Rivara responded, yes, Mark Davis (Real Roots Food Services), Marshall Hall (NOPE Compost Co.), and the Compost Council have provided a wealth of information and experience. Ms. Rivara noted that she has not had a lot of conversations with Enrichmond.

Item No. 5: 2024 Virginia General Assembly

Mrs. K. Hynes provided an update on the 2024 Virginia General Assembly activity since the last board meeting, a lot has changed. Crossover day was this past Tuesday, February 13th (crossover day is the last day that each house has to consider their respective bills before they pass to the other houses) so if the bill didn't make it out of its respective house, then it didn't move forward. However, if it did, then it is being considered by the other houses now. Mrs. Hynes reported on relevant bills and legislation of interest, listed as follows:

HB 1227 Recycling Infrastructure Improvement Fund; established; report. Establishes the Virginia Recycling Infrastructure Improvement Fund for the purpose of supporting local government recycling programs through grants. The bill prohibits local governments from discontinuing their recycling programs until after July 1, 2028. **Tabled in subcommittee.**

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 and is onto the Senate.**

HB 745 Mattress stewardship program established: civil penalty. Prohibits the disposal of a mattress, as defined in the bill, in a landfill or an incinerator beginning January 1, 2028, and requires producers of mattresses sold at retail in the Commonwealth or a representative organization acting on a producer's behalf to submit a plan for the establishment of a mattress stewardship program. **Continued to 2025.**

Mrs. Hynes informed the board that earlier this week CVWMA sent out a Request for Proposals (RFP) for a Mattress Recycling program.

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 to the Senate.**

HB 496 Waste tire disposal by tire producers and haulers; fee, requirements. Requires a tire producer, as defined in the bill, to (i) dispose of all waste tires to a processing facility or a recycling center through a licensed hauler; (ii) ensure that the waste tires intended to be disposed of are placed in a secure location that is not readily accessible to the public; and (iii) register with the Department of Environmental Quality no later than October 1, 2024, and annually thereafter. The bill expands the purpose of the Waste Tire Trust Fund to include paying the costs of implementing the waste tire disposal requirements of tire haulers. The bill also increases the tire recycling fee from \$0.50 to \$2.00 beginning July 1, 2024. **Passed the House to the Senate.**

SB 414 Tire stewardship program established: report. Requires producers of tires sold in the Commonwealth to join a tire stewardship organization on or before January 1, 2026, which must submit a plan to the Department of Environmental Quality for the establishment of an approved tire stewardship program. **Passed by indefinitely.**

HB 344 Displacement of private waste companies. Reduces from five years to one year the period of time a locality must provide notice to a private waste company before the locality engages in the actual provision of the waste service that displaces the company. **Tabled.**

Mrs. Hynes noted that this bill is coming from James City County because they would like to change from subscription services provided by private companies to potentially franchise trash collection. Mrs. Hynes noted that this bill was opposed by private waste haulers.

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 to the Senate.**

SB 342 Virginia Waste Management Board; open burning of solid waste; transportation of waste. Requires the Virginia Waste Management Board to amend regulations to allow for vegetative waste to be transported to another location for destruction if it is impractical or unsafe to destroy such waste on the premises of private property. **Passed the House and is onto the Senate.**

HB 1000 Environmental Justice Task Force; report. Establishes the Environmental Justice Task Force for the purpose of furthering environmental justice in the Commonwealth, consisting of the Secretary of Natural and Historic Resources, the Secretary of Health and Human Resources, the Secretary of Commerce and Trade, the Secretary of Agriculture and Forestry, and the Secretary of Transportation, or their designees. The bill requires the Task Force to advise the Governor and state agencies of the Commonwealth on environmental justice issues, particularly as such issues relate to minority and low-income communities. **Left in the Rules Committee and did not move forward.**

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 is onto the Senate.**

HB 1112 / SB545 Auto recyclers; database search. Clarifies the databases to be searched by the Department of Motor Vehicles upon notification by an auto recycler that he possesses a motor vehicle to be demolished but does not possess a certificate of title, salvage certificate, or nonrepairable certificate for such motor vehicle. **Passed to the next House.**

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 the 1st Committee on the Senate side.**

HB 229 Legal notices; locality to advertise on their website. Allows a locality to advertise legal notices on the locality's website instead of, or in addition to, publishing such notices in a newspaper having general circulation in the locality. **Stricken from the docket.**

HB 899 State and Local Government Conflict of Interests Act and the General Assembly. Changes the filing deadline for statements of economic interest and financial disclosure statements from February 1 to December 15. The bill requires the forms to be made public within thirty days of the filing deadline; currently, this is required within six weeks of the filing deadline. **Continued to 2025.**

B 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 is onto the Senate.**

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 is onto the Senate.**

HJ 24 / SJ 18 Dillon Rule; joint subcommittee to study. Creates a 13-member joint subcommittee for a one-year study of the Dillon Rule and its impact on Virginia's localities. **Continued to 2025.**

Mrs. Hynes noted that Senate Joint 42 celebrating the life of Patricia Paige has gone through and has been signed by both houses and the Governor. Mrs. Hynes informed the board that next month she will report on any remaining bills.

Item No. 6: Consideration of Resolution 24-14: Awarding a Contract for Scrap Metal Delivery, Hauling, and Recycling Services

Mr. Richard Nolan, Director of Operations, requested the Board consider Resolution 24-14, awarding a Contract for Scrap Metal Delivery, Hauling, and Recycling Services. Mr. Nolan informed the board that the current contract between CVWMA and Sims Metal expires on June 30, 2024, with no renewal options. The Evaluation Committee comprised of Mr. D. Jones (A-Goochland), Mr. J. Bourret (Hanover), and Mr. Nolan, interviewed both firms and the Committee recommends Sims Metal. This contract will be effective July 1 for an initial term of five years with a five-year renewal option.

Chairman Dunn opened the floor for a motion to approve Resolution 24-14: Awarding a Contract for Scrap Metal Delivery, Hauling, and Recycling Services to Sims Metal as submitted. A motion was made by Vice-Chairman M. Jones (M-Richmond) and seconded by Mr. T. Flippen (A-Colonial Heights) and carried that Resolution 24-14: Awarding a Contract for Scrap Metal Delivery, Hauling, and Recycling Services is approved and filed as submitted.

Item No. 7: Consideration of Resolution 24-15: Renewal of Contract for Collecting, Transporting and Processing Used Electronic Equipment

Mr. Nolan requested that the Board consider Resolution 24-15, a renewal of the existing Contract for Collecting, Transporting and Processing Used Electronic Equipment. Mr. Nolan explained that this is an early one-year renewal, and the initial term of the contract expires on November 30, 2024. Mr. Nolan reported that Securis is interested in an extension, and the contract will maintain the current pricing that is already in place for Collection Events. Mr. Nolan noted that Securis requested some additional fees for the actual collection of the electronics from some of our convenience centers. Mr. Nolan and the staff discussed this early renewal request with the TAC on February 1st, and at that meeting the TAC recommended the renewal of this contract, effective March 1st and ending November 30, 2025.

Chairman Dunn opened the floor for a motion to approve Resolution 24-15: Renewal of Contract for Collecting, Transporting and Processing Used Electronic Equipment as submitted. A motion was made by Vice-Chairman M. Jones (M-Richmond) and seconded by Ms. M. Tretina (M-Henrico) and carried that Resolution 24-15: Renewal of Contract for Collecting, Transporting and Processing Used Electronic Equipment is approved and filed as submitted.

Item No. 8: Consideration of Resolution 24-16: To Amend the Contract for MSW Collection and Disposal Services

Mr. Nolan is requesting that the board consider Resolution 24-16: To Amend the Contract for MSW Collection and Disposal Services. Mr. Nolan explained that this is a request to amend the Municipal Solid Waste collection and disposal service contract with WM. This is the third addendum to modify this contract and there will be a modification to the collection rates and the removal of the City of Petersburg from this contract. This contract provides residential trash collection for Ashland, Colonial Heights, Hopewell, and Petersburg currently.

Mr. Nolan noted that the contract for Colonial Heights began in July of 2022, and Ashland transitioned into the contract in January of 2023. Hopewell and Petersburg Services are currently under contract with Meridian, and the contracts ended on June 30, 2024. Mr. Nolan reported that the City of Petersburg elected not to participate in the program, and they will no longer be a part of the contract effective July 1, 2024. Mr. Nolan noted that as a result of Petersburg's decision, WM requested that CVWMA modify the contract. WM requested to remove Petersburg and increase the rates to Hopewell and Ashland. Mr. Nolan confirmed that both localities agree with these changes. Mr. Nolan opened the floor to questions.

Mr. T. Flippen (A-Colonial Heights) asked for clarification concerning Special project service agreements and whether the respective localities need to sign off on the amended version. Mrs. Hynes and Mr. Nolan both answered yes. Mr. T. Flippen (A-Colonial Heights) asked if the amended contract will need to be approved by the board. Mrs. Hynes responded that this resolution would give the CVWMA the authority to amend the Contract with WM and the associated Service Agreements. The Board will not review the actual contracts Flippen asked once the respective localities have completed that step and what happens next. Mr. Nolan explained that there will be an amendment to the service agreement.

Mr. S. Chidsey (M-Ashland) asked Mr. Nolan to expand on the annual and 5-year financial impact from Petersburg's dropping out of the 5-year contract. Nolan explained that Colonial Heights will not be impacted, their pricing will remain the same because their service started two years before the other jurisdictions. Ashland and Hopewell will have a 0.88 cents per household per month increase. Mr. S. Chidsey (M-Ashland) asked what the additional cost for the full term would be. Mrs. Hynes stated that Ashland's additional cost will be about \$20,000 annually, and \$105,000 over the period of five years. Mrs. Hynes continued, for Hopewell, 0.88 cents per household translates to \$93,000 per year and almost \$500,000 over the five-year period. Mr. S. Chidsey (M-Ashland) confirmed that the numbers total \$600,000 over a five-year period. Mrs. Hynes concurred.

Mr. John Mitchell (M-Henrico) stated that it's his understanding the City of Petersburg is apparently going with Meridian for service, and there's been no procurement process that they've initiated or gone through yet. Mr. Nolan confirmed that is correct from his understanding of the situation. Mr. John Mitchell (M-Henrico) clarified that there is no provision that would allow them to do that without going through a procurement process. Mr. Nolan and Mrs. Hynes both agreed and confirmed that they are unaware of any provisions.

Mr. S. Chidsey (M-Ashland) asked about the licensing issue, Mr. Nolan explained that WM (Waste Management) requested that CVWMA pay \$6,000 to move 3 of the 4 brand new trucks to other markets. This will cost WM \$6,000 in taxes and licenses. Mr. Nolan discussed this issue with the TAC, and the TAC recommends that CVWMA invoice Petersburg for that \$6,000.

Chairman Dunn opened the floor for a motion to approve Resolution 24-16: To Amend the Contract for MSW Collection and Disposal Services as submitted. A motion was made by Mr. S. Chidsey (M-Ashland) and seconded by Mr. T. Flippen (A-Colonial Heights) and carried that Resolution 24-16: To Amend the Contract for MSW Collection and Disposal Services is approved and filed as submitted.

Item No. 9: Operations and Technical Advisory Committee Report

Mr. Nolan provided an update on the recycling commodity markets. The paper markets continue to increase; cardboard is up to \$110 per ton from \$100; mixed paper is up to \$65 from \$55, and newsprint is up to \$75 from \$65 in January 2024. The steel rebate has increased to \$260 compared to \$250 last month. Mr. Nolan noted that this is great news in terms of revenue. Mr. Nolan stated that at next month's meeting he will provide a graphical presentation to illustrate the increase in trends.

Mr. Nolan shared a few upcoming events: Powhatan will host a Tire Amnesty Day next Saturday, February 24, and Chesterfield County will host an e-Cycling Event on March 9th. Mr. Nolan noted that there are a lot of events scheduled for April and they are all listed in the board package. Mr. Nolan stated that he will report on those events at next month's board meeting in March.

Mr. Nolan reported that the TAC (Technical Advisory Committee), discussed the WM price adjustments, which were just approved and other projects including the RFP for mattress recycling. There is a pre-proposal meeting scheduled for next Thursday and those proposals are due on March 15th. Mr. Nolan hopes to receive several responses which will allow us to start that program. Lastly, Mr. Nolan reminded the board that copies of the program statistics are located on the table at the front of the room.

Mr. Nolan also noted that Chesterfield County reported recycling numbers to the CVWMA for the first six months of the fiscal year. These numbers can be found on the CVWMA website. The Chesterfield curbside program (CVWMA and private haulers) collected 5,987 tons over the six-month period July – December 2022 compared to 4,632 tons collected by private haulers July – December 2023. During the same period in FY 2023 the Chesterfield Convenience Centers collected 576 tons of recycling material. In the first six months of FY2024 the Convenience Centers combined with the new Community Recycling Centers collected 1,984.1 tons.

Item No. 10: Central Virginia Solid Waste Management Plan

Mrs. Hynes reported on the updated five-year Regional Solid Waste Management Plan. The updated Plan is due on August 20, 2024. Mrs. Hynes informed the board that they will need to hold three public hearings during the board meeting in May to address the removal of landfill capacity from the plan. Mrs. Hynes informed the board that we are required to amend the plan whenever there is an addition, expansion, or cessation of landfill capacity. Three landfills are closing: Shoemith closed December 2023, Meridian's landfill in Petersburg was closed by DEQ, and The East End landfill, a construction demolition debris landfill in eastern Henrico doesn't have a conditional use permit to continue operations within the county.

Mrs. Hynes informed the board that a survey was sent to each member of the jurisdiction's chief administrative officers. Ten responses have been received so far. Mrs. Hynes informed the board that letters were sent out requesting information from the waste haulers and landfill owners for their input concerning expansions or cessation. In addition, CVWMA requested information on recycling activities and the ongoing reduction in greenhouse gas emissions. Lastly, Mrs. Hynes noted that a letter was sent to all the closing landfills notifying them that we will be going through this process of holding a public hearing. PlanRVA is helping update maps for the plan, of solid waste facilities and possibly recycling facilities. Staff is also working on population estimates and waste generation rates.

Item No. 8: Public Information

Mrs. J. Buchanan, CVWMA Public Relations Coordinator updated the board on the education outreach activities. We have been doing some messaging about the cart placement issues that were discussed during last month's board meeting. Mrs. Buchanan presented an updated illustrated graphic which now features a mailbox, which details appropriate cart placement. Mrs. Buchanan reported that the updated cart placement graphic was distributed on Facebook, Instagram, emails, CVWMA Newsletter, and NextDoor.com which received 30,000 impressions. Mrs. Buchanan assured the board that she will continue to push correct cart placement guidelines.

Mrs. Buchanan updated the board on paid advertisements, CVWMA had an ad buy with Channel 12, CW, and all the Channel 12 affiliates that started in November and ends on February 18th, CVWMA has advertisement spots detailing cardboard recycling which ran on Channel 12 182 times through the end of January. CVWMA had a total of 248 broadcast spots which equates to 3.5 million impressions. Mrs. Buchanan shared that CVWMA has a new spot on WRVA and the Big 98.5 highlighting cardboard recycling.

Mrs. Buchanan shared her Q & A report, which featured a Richmond couple known for their creative comic book about reducing plastic waste, the couple also wrote a prior book on composting and Mrs. Buchanan had the opportunity to sit down with them for a Q & A which is featured on the CVWMA website in addition to Super Bowl Party options for composting and waste reduction. Mrs. Buchanan reported on the blog post about the Iltmore Baptist Church in Glen Allen, they are doing a host of programs around reuse. The church has "free" days where people can visit a clothing closet, they recently had an appliance giveaway, and a day for books, puzzles, and games. Mrs. Buchanan explained that events like this are a great way to pass on usable materials and also help the community.

Mrs. Buchanan shared her Valentine's Day quiz with the board. She asked residents what they love about recycling, and she received 100 comments from the public and she turned them into Instagram stories. Mrs. Buchanan reminded the board that she and the staff will be working on the Hopewell solid waste transition, we have some activities planned and people will be receiving new carts.

Mrs. Buchanan reminded the board that all upcoming events for February and March are listed in the board package. Lastly, Mrs. Buchanan shared a fun fact, recycling one aluminum can save enough energy to power a television for three hours.

Item No. 9: Financial Reports for January 2024

Mr. Adam George, Accounting & Financial Manager, reported a year-to-date net income of 287,115. Mr. George informed the board that midway through the fiscal year, the financial activity is consistent with the projected budget. Mr. George reported that two accounts were more than 60 days old, however most were received prior to the meeting with the exception of \$581.

Chairman Dunn opened the floor for questions. Hearing none, he asked for a motion to approve the Financial Reports for January 2024 as submitted. A motion was made by Mr. M. Jones (M-Richmond), Vice-Chairman, and seconded by Mr. T. Flippen (A-Colonial Heights) and carried that the Financial Reports for January 2024 are approved and filed as submitted.

Item No. 10: Administrative

Mrs. Hynes updated the board on the Strategic Planning Committee meetings that took place over the last couple of weeks. Mrs. Hynes informed the board that the staff will report on the goals and activity from each committee meeting at the next board meeting in March. Mrs. Hynes explained that the Multi-Family Committee will be scheduling a tour of the new Green City, and the Waste Diversion Committee would like to visit McGill composting facility where some of the food waste is processed from our area.

Mrs. Hynes reported that she met with her counterparts from the other solid waste authorities in Virginia. She explained that CVWMA and the other Authorities have a lot of the same challenges, and they intend to discuss those challenges, services, opportunities, and ways to work together in the future. Mrs. Hynes informed the board that SPSA has put out an RFP for alternative waste processing facilities as an alternative to landfills. The refuse drive fuel Plant that makes steam from waste for the Navy is closing at the end of June, the facility processes about 350,000- 400,000 tons of waste per year and they do not want to landfill this waste.

Mrs. Hynes had a meeting with PlanRVA (Richmond Regional Planning District Commission), and on February 2nd, and Chief Administrative Officers from seven localities attended. Mrs. Hynes explained that Richmond and some of the other adjacent areas of the region are the recipients of the Climate Resilience Grant, development of a plan for reducing pollution and greenhouse gas emissions, particularly from transportation and waste sectors.

Mrs. Hynes updated the board on the office renovations, which are underway. The adjacent office space is still in a little bit of disarray, but the main office is operational. Mrs. Hynes hopes that the renovations will be completed in six to eight weeks, and she will continue to update the board as she has been informed. Mrs. Hynes confirmed that when the renovations are completed there will be an open house and all are welcome.

Lastly, Mrs. Hynes reminded the board that next month's meeting will be held on March 15th, and we will meet in the Crater Planning District. Mrs. Hynes has reached out to Prince George County Library about a meeting space, and she will keep the board updated.

OLD/NEW BUSINESS

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 10:09 a.m. The motion was made by Mr. M. Jones (M-Richmond), Vice-Chairman, seconded by Mr. S. Chidsey (M-Ashland) and carried that the February 16, 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 February 16, 2024, 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., March 15, 2024. Given under my hand and seal of the CVWMA this 15th day of March 2024.


Robert Dunn, Chairman