



CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING AGENDA
FEBRUARY 20, 2009
2104 W. LABURNUM AVENUE
RICHMOND, VIRGINIA

CALL TO ORDER 9:00 a. m.

CHAIRMAN'S AGENDA

CERTIFICATION OF QUORUM

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OLD/NEW BUSINESS

ADJOURNMENT



MINUTES OF THE REGULAR MEETING OF JANUARY 15, 2009

The minutes of the regular Board of Directors' meeting held on January 15, 2009 are presented for your consideration and approval.

Recommended Action: Approve minutes.

Attachments

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING
JANUARY 15, 2009
MINUTES
2104 W. LABURNUM AVENUE
RICHMOND, VIRGINIA**

MEMBERS/ALTERNATES PRESENT

Voting:

Marcia R. Phillips (M-Chesterfield), Chairman
Gentry Bell (M-Henrico), Vice-Chair
William G. Kuthy (M-Prince George), Treasurer
Mark Kukoski (M-Richmond), Director
John Bragg (A-Charles City)
William E. Johnson, III (A-Chesterfield)
William E. Henley (A-Colonial Heights)
Paul E. Drumwright (A-Goochland)
Steve Chidsey (M-Hanover)
Robert C. Whiteman (M-Henrico)
William I. Mawyer (A-Henrico)
John Fountain (A-Hopewell)
Christopher Rapp (A-Powhatan)
William Rigglesman (A-Petersburg)
Dexter White (M-Richmond)

Non Voting:

Bill Hamby, Jr. (A-Prince George)

Staff:

Kimberly A. Hynes, Executive Director
Bernard B. Harris, Director of Operations
Nan B. Downey, Director of Administration and Finance
Nancy Drumheller, Public Information Coordinator
Regional D. Thompson, Operations Technician

MEMBERS/ALTERNATES NOT PRESENT

Elliot Danburg (M-Powhatan), Secretary
Marcia E. Kelley (M-Henrico), Immediate Past Chair
Josh Farrar (A-Ashland)
Jack Miniclier (M-Charles City)
Robert L. Dunn (M-Chesterfield)
Charles E. Dane (A-Chesterfield)
Richard A. Anzolut, Jr. (M-Colonial Heights)
Robert Setliff (M-Hanover)
Michael Flagg (A-Hanover)
Steve Herzog (A-Hanover)
Arthur D. Petrini (A-Henrico)
Steve J. Yob (A-Henrico)
Phillip E. Elliott (M-Hopewell)
James H. Burrell (M-New Kent)
James Tacosa (A-New Kent)
Michael D. Briddell (M-Petersburg)
Matthew D. Benka (M-Richmond)

Guest

Mr. Merrill Baker,
City of Richmond Public Works

With a quorum in attendance Chairman M. R. Phillips (M-Chesterfield) called the meeting to order at 9:00 a.m.

CHAIRMAN'S AGENDA

Item No. 1: Public Comment Period

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

Item No. 2: Minutes of the Regular Meeting of December 12, 2008

A motion was made by Mr. J. Fountain (A-Hopewell), seconded by Mr. W. I. Mawyer (A-Henrico), and carried that the minutes of the December 12, 2008, Central Virginia Waste Management Authority (CVWMA) Board of Directors' meeting be approved as submitted.

Item No. 3: Chairman's Report

Chairman Phillips reported that she along with Mrs. K. Hynes, CVWMA Executive Director, Mr. R. L. Dunn (M-Chesterfield), Mr. W. E. Johnson, III (A-Chesterfield) and Mr. H. Heltman (A-Chesterfield) attended the Chesterfield County Board of Supervisors' meeting on January 14, 2009. She added that during the meeting, Mr. William H. Howell was recognized for his service to Chesterfield County and as a Board member for the Central Virginia Waste Management Authority (CVWMA).

Concluding, Chairman Phillips reported that Mr. Richard D. Harvey, Sr., who has been an active member representing the County of Goochland for over ten years', has resigned from the CVWMA Board.

He will be recognized for his service to the Board at the February 20, 2009 CVWMA Board of Directors' meeting.

Item No. 4: Treasurer's Report

Financial Reports for December 2008

Mrs. N. Downey, Director of Administration and Finance directed the Board's attention to pages 14–20 of the agenda package, which displayed the financial reports for December 2008. Mrs. Downey reported that the financial activity is consistent with previous months and the Authority continues to remain within total budget in all funds as of December 31, 2008. The CVWMA has a combined net income of about \$238,000 year-to-date.

Concluding, Mrs. Downey reported that costs for the design of the 2009 Curbside Collection Calendar along with postage costs for distribution is recorded in the December 2008 financial reports. Mrs. Downey added that the cost of printing and the mail house cost were not included, but estimated to be about \$40,000. This will be included in the January 2009 financial reports.

With no further questions or comments from the floor, a motion was made by Mr. J. Fountain (A-Hopewell), seconded by Mr. M. Kukoski (M-Richmond), Director and carried that the Financial Reports for December 2008 be approved as submitted.

STAFF AGENDA

Item No. 5: 2009 Virginia General Assembly

Mrs. Hynes reported that the Authority has been tracking legislation introduced in the 2009 Virginia General Assembly, which convened on Wednesday, January 14, 2009. Mrs. Hynes then directed the Board's attention to a summary sheet of relevant bills that have been introduced, which was placed at each seat.

Mrs. Hynes reported that the 2009 session of the Virginia General Assembly will end on February 28, 2009. The crossover date is February 11, 2009. Mrs. Hynes went on to report that more than 1,200 bills were introduced as of January 14, 2009.

Mrs. Hynes reported that **SB 930** will require the Department of Environmental Quality (DEQ) to prepare a statewide waste management plan that includes: (i) measurable waste reduction goals and minimum recycling rates on a per capita basis over a 20-year period with interim goals set at five-year intervals. The plan will be developed in consultation with affected stakeholders and submitted to the General Assembly no later than January 1, 2010. Mrs. Hynes noted that this is one of the recommendations from the Joint Legislative Audit and Review Commission (JLARC) in their 2-year study on waste reduction efforts in Virginia as mentioned during September 19, 2008 Board of Directors' meeting.

Continuing, Mrs. Hynes reported that **HB 1953 Board of Education; guidelines on recycling and waste reduction activities** will require the Board of Education to establish guidelines to be implemented by local school divisions regarding recycling and waste reduction activities in the public schools. This bill also requires the Board to submit an annual report beginning in 2010 of the recycling efforts in the public schools.

HB 1973 Litter Control and Recycling Fund grants will eliminate the competitive litter grants and award to localities as part of the non-competitive grant process. Mrs. Hynes noted that Virginia's Governor used the competitive grant monies last year in the states' budget. This bill will provide all of the monies to the localities.

Proceeding, Mrs. Hynes reported that there were several bills introduced relating to various commodities (metals, plastic bags, batteries, and light bulbs). **HB 1814** and **SB 873 Plastic bags** will ban the use of plastic carryout bags by retailers at the point of sale unless such bags are (i) durable plastic bags with handles; (ii) at least 2.25 mils thick; and (iii) specifically designed and manufactured for multiple reuse.

Moving on, Mrs. Hynes reported that **SB 971** will require that, effective January 1, 2010, certain stores provide on-premises recycling for plastic bags. **HB 2010** will impose a fee of \$0.05 on paper and plastic bags used by purchasers to carry tangible personal property from the place of purchase, encouraging the use of reusable bags. The revenues raised by the fee will be deposited in the Water Quality Improvement Fund.

Continuing, Mrs. Hynes reported that **HB 2009** bans the sale or distribution in the Commonwealth, effective July 1, 2010, of any general-purpose incandescent light bulb and **HB 2177** will authorize localities to ban the disposal of certain rechargeable batteries in any waste-to-energy or solid waste disposal facility within its jurisdiction, provided the locality has implemented a recycling program that is capable of handling all rechargeable batteries generated within its jurisdiction.

Concluding, Mrs. Hynes reported that Authority staff continues to monitor bills related to the Southeastern Public Service Authority (SPSA). SPSA's Board of Directors selected Mr. Rowland Taylor to succeed Mr. John Hadfield, who retired August 1, 2008, as organization's Executive Director. Mrs. Hynes informed the Board that the regional waste authority is looking at reforming and restructuring its operations while weighing offers from private companies to buy pieces of the trash agency serving much of South Hampton Roads. She included that SPSA is considering raising tipping fees to \$245 per ton to pay down their debt.

Mr. W. I. Mawyer (A-Henrico) asked what the previous fee was. Mrs. Hynes responded that fees were at about \$103. She added that during its years of operating, SPSA has accumulated a debt totaling \$240 million and is looking to its localities for aid. Mrs. Hynes noted that the new rate will not apply to two of SPSA's municipalities; Virginia Beach, whose rate is capped at \$54 per ton and Suffolk who pays no tipping fees because it hosts the regional landfill.

Mr. R. C. Whiteman (M-Henrico) asked what the impact would be if SPSA dissolved. Mrs. Hynes responded that the local governments in their area would be responsible for providing their own solid waste and recycling programs..

Chairman Phillips asked if DEQ's solid waste management plan would have any impact on the Authority. Mrs. Hynes responded that the DEQ required localities and solid waste planning units to develop a comprehensive solid waste management plan. A statewide plan may require localities and planning units to revisit their plans.

Item No. 6: Curbside Recycling Program

Mr. B. Harris, Director of Operations, reported that curbside collections totaled a record 3,500 tons for the month of December. Mr. Harris went on to report that in January 2008, the collected tonnage totaled 3,076. The 2008 December total in comparison to the 2007 December total with its two less collection days represents an 18.6 percent increase.

Continuing, Mr. Harris reported that through the first half of the fiscal year, total curbside collections are up 6.3 percent from the same period during the previous year; collections totaled 17,709 tons. Missed collections during December were up by 435 from December 2007. No penalties were assessed for late collections.

Concluding, Mr. Harris reported that bin requests were just above average for the month, however surged during the last three days following the calendar mailing. Requests during the month of December were at 1,332 with 647 received during last three days of the month following the calendar mailing. Mr. Harris included that Call Center calls and e-mailed bin requests continued through January with 1,280 additional requests through the first half of the month.

Mrs. N. Drumheller, Public Information Coordinator, reported that the bi-weekly calendars were mailed on December 26 and the weekly calendars were mailed on January 2. Mrs. Drumheller provided the Board with a handout of information on the volume of calls for bin request for the first 14 days of January. Mrs. Drumheller reported that Call Center staff answered over 4,600 calls; 2,600 related to curbside collection. This is an increase of 65 percent from December 2008; 38 percent pertained to bin requests. Mrs. Drumheller noted that a large portion of calls received were from citizens who have never participated in curbside collection.

Mr. R. C. Whiteman (M-Henrico) asked how many curbside calendars are mailed each year. Mrs. Drumheller responded about 250,000.

Mrs. Hynes reported that Princeton Data Source, LLC began conducting the market study for CVWMA's Curbside Recycling Program on January 12 and have completed over two hundred interviews to date.

Mrs. Hynes included that she and Mr. Harris attended the Powhatan County Board of Supervisors' meeting on January 7 to talk about the Authority's curbside program. Powhatan County has expressed interest in providing curbside recycling service in one of its neighborhoods, which borders Chesterfield County with consideration of expanding to other neighborhoods in the future.

Mr. W. I. Mawyer (A-Henrico) asked if new Counties included in a service program received the regional rate or given a new developed rate. Mrs. Hynes responded that the new locality would receive the regional rate under the Authority's contract. Mr. Mawyer asked if contractors would accept new localities at the current rate and if the contract gives the Authority the ability to add new localities at anytime. Mrs. Hynes responded affirmatively. She added that the area would need to be feasible for collection services through Tidewater Fibre Corporation (TFC).

Item No. 7: Municipal Solid Waste (MSW) Program

Mr. Harris reported that Allied Waste continued to improve in collection performance. Missed collections were up from November 2008 however, relatively low with only 109 misses in December 2008. Mr. Harris went on to report that on average, missed collections per month through the first half of the fiscal year totaled 127; a record low from the previous 5 years. Penalties assessed for collections outside contract parameters for the month of December totaled \$140.

Concluding, Mr. Harris reported that there has been no impact in the service level during the company's transition from Allied Waste Services, Inc. to Republic Services, Inc.

Mr. S. Chidsey (M-Hanover) asked if Republic Services, Inc has given the Authority any indication that they are collecting significantly less tonnage, which would increase the recycling rate regionally. Mr. Harris responded that the company has not indicated any decrease in the current rate. He added that the closing of the Colonial Heights convenience center has probably resulted in an increase in the city's trash collection.

Item No. 8: Operations and Program Statistics

Recycling Rate Report

Mr. R. Thompson, Operations Technician, reported that guidelines and forms for the 2008 Recycling Rate Report are provided on the Department of Environmental Quality's (DEQ) Web site. Mr. Thompson added that letters requesting recycling rate information were recently mailed to area recyclers with a mid-February deadline response date. The deadline for recycling rate report submission to the DEQ is April 30, 2009.

Upcoming eCycling Events

Mr. Thompson reported that the County of Henrico will hold eCycling events on Saturday, January 24 at the John Rolfe and Crossridge Ukrop's from 9 am to 2 pm.

Program Statistics

Mr. Thompson directed the Board's attention to a copy of the program statistics for December 2008, which was placed at each seat. He informed the Board that over 600 tons were collected in the Drop-off Program, a record total for the month of December. Fiscal year-to-date, a total of 3,370 tons were collected; 14.1percent increase from last year.

Concluding, Mr. Thompson reported that over 23,000 pounds of textiles were collected during the month of December in CVWMA's textile program with Goodwill Industries.

Mr. D. White (M-Richmond) asked how is the recycling rate determined. Mr. Harris responded that the rate is calculated by the region. He added that the gathered data is from recyclers within the region.

Mr. S. Chidsey (M-Hanover) asked that Authority staff investigate the issue surrounding compact florescent light bulbs (CFL's) and the DEQ's 24 hour processing policy.

Item No. 9: Technical Advisory Committee (TAC) Report

Mr. B. Harris reported that the Technical Advisory Committee (TAC) met on Thursday, January 8, 2009. Mr. Harris informed the Board that Mr. Nestor Tores, Director of Logistics and Mr. William Sutton, Jr., representative for Goodwill Industries were in attendance and discussed the electronics collection program and expressed interest in exploring potential opportunities for Goodwill and CVWMA member localities to expand its partnership beyond textile collections.

Proceeding, Mr. Harris reported that Goodwill, in lieu of textile boxes, have proposed placing a staffed trailer at its convenience center locations. This will expand the types of items collected, including computer equipment, at no cost. Mr. Harris noted that nonworking televisions dropped off at convenience centers will not be accepted by Goodwill. He noted that the Goodwill has no means of disposing the material other than the waste stream.

Waste Tires and Household Hazardous Waste (HHW) Procurements

Mr. Harris reported that selection committees were formed for RFP 09-43, Waste Tires and RFP 09-44 Household Hazardous Waste (HHW). Waste tire selection committee members include himself, Mr. Steve Yob (A-Henrico), and Mr. David Sutton, (Prince George). Mr. Harris went on to report that the HHW selection committee members include himself, Mr. Steve Chidsey (M-Hanover), and Mr. Marvin Freeman (Richmond).

He noted that Mr. Yob suggested Authority staff research NOV's issued to Supreme/Advanced in Virginia and inquire about their New Jersey status for report to the TAC. It was also suggested that a trip to their New Jersey facility might be in order to observe the recycling operation.

Item No. 10: Public Information

Mrs. N. Drumheller, Public Information Coordinator, directed the Boards' attention to pages 23 – 25 of the agenda packet where public information, outreach, Web site statistical information, and curbside recycling e-mail reminder subscriber information is included. Mrs. Drumheller informed the Board that Authority staff has posted information on computer recycling for all member localities. Authority staff also sent out a press release and participated in local news coverage, which covered information on upcoming events and recycling. Mrs. Drumheller added that the Authority's

Call Center continues to receive a large number of calls from citizens regarding Christmas tree recycling and eCycling.

Concluding, Mrs. Drumheller reported that on February 4, the CVWMA is hosting a regional education workshop from 10 am to 2 pm. Educators from the CVWMA's member jurisdictions have been invited to participate in the event. Authority staff will be sharing and giving away various resources received through Keep America Beautiful, Inc., a volunteer-based community action and education organization.

Mr. R. C. Whiteman (M-Henrico) asked what the anticipated attendance for the event is. Mrs. Drumheller responded that all but two of the Authority's participating member localities have responded to invitations that were mailed.

Mr. D. White (M-Richmond) asked what the means for collecting Christmas trees was. Mrs. Hynes responded collection services are provided by many of the localities who either place roll-offs at drop off sites or work with businesses who provide pick up and disposal services after the holidays. Mr. White then asked how accommodating would Allied Waste be to working municipalities in providing tree pick up services. Mrs. Hynes responded that Authority staff would contact representatives of Allied Waste.

Mr. W. I. Mawyer (A-Henrico) asked if there was one cut-off date for Christmas tree collection or is that per locality. Mrs. Hynes responded it varies by locality.

Item No.12: Administrative

Holiday Schedule

Mrs. Hynes reported that CVWMA staff has adequately provided information on Authority holidays and that the CVWMA office is fully staffed on regularly scheduled collection days to respond to customer calls about the Curbside Recycling and Municipal Solid Waste (MSW) Programs.

Upcoming Meetings

Mrs. Hynes noted that the following meetings are scheduled for the upcoming month:

Technical Advisory Committee	February 5, 2009	9:00 am
Executive Committee	February 9, 2009	2:00 pm
Board of Directors (Richmond)	February 20, 2009	9:00 am

Mrs. Hynes informed the Board that the CVWMA will recognize Ukrop's at a future meeting for their partnership with the Authority on eCycling events the grocery chain has hosted over the past several years. Mrs. Hynes included that since undergoing new management, the recycling processes performed by The East End Landfill have proven to be effective. Authority staff will include a presentation from The East End Landfill at a future Board meeting.

Concluding, Mrs. Hynes recognized Mr. D. White (M-Richmond) as the newest member of the Authority Board of Directors representing the City of Richmond. Mr. White is the Director of Public Works.

Old/New Business

Mr. S. Chidsey (M-Hanover) asked that Authority staff inquire with Goodwill about providing signs directing citizens to their business drop-off locations. Mrs. Harris responded affirmatively.

Chairman Phillips then asked if there was any further old/new business to come before the CVWMA Board of Directors. With no further business to come before the Board, Chairman Phillips opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 9:38 a.m. The motion was made by Mr. R. C. Whiteman (M-Henrico), seconded by Mr. W. I. Mawyer (A-Henrico), and carried that the January 15, 2009 Board of Directors' meeting be adjourned.



CERTIFICATE

I, Marcia R. Phillips, Chairman of the CVWMA certify that the foregoing minutes is a true and correct copy of the minutes of the January 15, 2009, 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., February 20, 2009. Given under my hand and seal of the CVWMA this 20th day of February 2009.

Marcia R. Phillips, Chairman

Resolution of Appreciation

Presented to

RICHARD D. HARVEY, SR.

UPON COMPLETION OF HIS SERVICE AS MEMBER OF THE

CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

WHEREAS, Richard D. Harvey, Sr. has served on the Central Virginia Waste Management Authority Board of Directors representing the County of Goochland since November 1997; and

WHEREAS, Mr. Harvey has provided outstanding leadership with the Authority; and

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

WHEREAS, Mr. Harvey has been instrumental in raising awareness about recycling opportunities throughout the region; and

WHEREAS, Mr. Harvey'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 Richard D. Harvey, Sr. 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 20th day of February, 2009

Attest: _____

Marcia R. Phillips, Chairman

EXECUTIVE COMMITTEE REPORT

Consideration of Resolution 09-14: Revising the CVWMA Unrestricted Net Assets Retention Policy

The staff drafted, and the Executive Committee has reviewed and approved a revised unrestricted net assets (formerly referred to as fund balance) policy (attached) as discussed at the December 12, 2008 Board of Directors' Meeting.

The current policy established in October 1995 includes retention of ten percent (10%) of the combined total budget of undesignated funds. It was the consensus of the Executive and Technical Advisory Committee to review and revise the existing policy to include that the Authority retain at least 5% of total operating budget and review the policy annually as part of the budgeting process. Five percent is deemed reasonable since there is minimal risk and liability associated with CVWMA programs. CVWMA programs are covered by contracts with the private sector and bonding and insurance is required to minimize risk. Consequently, the Authority does not have any debt associated with its programs, and localities can opt in or out of any program by not appropriating funds.

The CVWMA consulted legal counsel and the audit firm during the process. **Resolution 09-14** revising and updating the CVWMA Unrestricted Net Assets Policy is included herein for the Board's review and consideration.

Recommended Action: Approval of **Resolution 09-14**

CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY UNRESTRICTED NET ASSETS POLICY

SCOPE

This policy applies to unrestricted net assets of the Central Virginia Waste Management Authority (CVWMA). These funds are accounted for in the CVWMA's Comprehensive Annual Financial Report and include the General Fund and all Special Project Funds. This policy applies to all transactions involving the net financial assets and related activity of all funds.

DELEGATION OF AUTHORITY

Responsibility for the overall financial management of the CVWMA rests with the Executive Director. In accordance with the CVWMA Bylaws, the Executive Director may appoint employees in accordance with the budget and pay and classification plan as adopted by the Authority.

OBJECTIVES

SAFETY – The Executive Director has fiduciary responsibility regarding the public funds, therefore safety, and the preservation of capital and net assets, shall be the primary objective.

RETENTION – Retain and maintain an adequate level of Unrestricted Net Assets sufficient to provide for unanticipated contingencies and the continuing cash flow needs of the Authority's projects and programs.

PRUDENCE - All participants in the financial management of the Authority shall act responsibly as custodians of the public trust and shall adhere to the Authority's Investment, Accounting and Internal Control Policies established by the Authority, generally accepted accounting principles and the Code of Virginia as related to the accumulation and recording of Unrestricted Net Assets.

DEFINITIONS

NET ASSETS - Net assets comprise the various net earnings from operating and non-operating revenues, expenses and contributions of capital of funds including the General Operating Fund and all Special Project Funds. Net assets are classified in three components: invested in capital assets, net of related debt; restricted and unrestricted net assets.

INVESTED IN CAPITAL ASSETS, NET OF RELATED DEBT - Invested in capital assets, net of related debt, consists of all capital assets, net of accumulated depreciation and reduced by any outstanding debt that is attributable to the acquisition, construction and improvement of those assets.

RESTRICTED NET ASSETS - Restricted net assets consists of net assets for which constraints are placed thereon by external parties, such as lenders, grantors, contributors, laws, regulations and enabling legislation, including self-imposed legal mandates, less any related liabilities.

UNRESTRICTED NET ASSETS - Unrestricted consists of all other net assets not included in the above categories.

RETENTION OF UNRESTRICTED NET ASSETS

It is fiscally responsible to retain and maintain sufficient Unrestricted Net Assets to provide for unanticipated contingencies and the continuing cash flow needs of the Authority's ongoing projects and programs.

The CVWMA shall maintain a minimum of five percent (5%) of the Authority's total operating budget in Unrestricted Net Assets to cover unanticipated contingencies, liabilities and necessary ongoing cash flow requirements of the Authority to efficiently and effectively operate Authority projects and programs.

At the end of each fiscal year, Unrestricted Net Assets exceeding 5% of the Authority's total annual operating budget shall be maintained by the Authority until such Net Assets are designated for use by the Authority Board of Directors by resolution or in conjunction with the adoption of the Authority's Annual Operating Budget.

REPORTING, EVALUATION AND POLICY AMENDMENT

The annual audit by an independent Certified Public Accounting Firm and the annual reporting of financial position and annual financial results will add an element of accountability to the recording and reporting of Unrestricted Net Assets.

The Authority Board of Directors shall annually evaluate this Net Assets Policy in conjunction with the preparation and adoption of the Authority's Annual Operating Budget. Any amendments to this policy shall be made by resolution approved by the Authority's Board of Directors.

RESOLUTION 09-14

A resolution revising the Central Virginia Waste Management Authority's Unrestricted Net Assets policy.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES THAT:

WHEREAS, Unrestricted Net Assets, formerly termed Fund Balance, is the net financial resources for all funds that is available for appropriation for the established purposes of the Central Virginia Waste Management Authority; and

WHEREAS, there are timing differences when current assets can be converted into cash and when various obligations of the Authority are due and payable; and

WHEREAS, member jurisdictions and the general public will benefit by establishing and evaluating on an annual basis, a policy on the accumulation of Unrestricted Net Assets; and

WHEREAS, it is fiscally responsible to establish a policy regarding Unrestricted Net Assets that sufficiently provides for unanticipated contingencies and the continuing cash flow needs of the Authority's ongoing projects and programs; and

WHEREAS, the retention of five percent (5%) of the Authority's total operating budget is deemed reasonable and sufficient to provide for unanticipated contingencies and the continuing cash flow needs of the Authority's programs; and

THEREFORE BE IT RESOLVED, that the Central Virginia Waste Management Authority shall maintain a minimum of five percent (5%) of the Authority's total annual operating budget for Unrestricted Net Assets; and

FURTHER BE IT RESOLVED, that the portion of Unrestricted Net Assets that exceeds five percent (5%) of the Authority's total annual operating budget, shall be utilized in a manner approved by the Authority's Board of Directors; and

FURTHER BE IT RESOLVED, that this policy will be evaluated and approved by the Authority's Board of Directors as part of the Annual Operating Budget each fiscal year hereafter; and

THAT, this resolution shall be in full force and effect on and after the date of adoption or until amended by subsequent resolution of the Authority's Board of Directors.

Adopted this 20th day of February 2009

Attest: _____
Marcia R. Phillips, Chairman

2009 VIRGINIA GENERAL ASSEMBLY

Crossover Day: February 11, 2009

Adjournment: March 28, 2009

Bills that have passed the House/Senate and have crossed over:

SB930 Virginia Waste Management Plan. Patron: Ticer (Alexandria) Requires the Department of Environmental Quality to prepare a statewide waste management plan that includes: (i) measurable waste reduction goals and minimum recycling rates on a per capita basis over a 20-year period with interim goals set at five-year intervals; (ii) procedures by which waste reduction goals and minimum recycling rates may be examined periodically to reflect changing circumstances such as new technologies; (iii) prioritized strategies to achieve waste reduction goals and minimum recycling rates; (iv) mechanisms to evaluate the efficiency and success of such strategies that have been adopted; and (v) recommendations for legislative changes needed to implement the waste reduction goals and minimum recycling rates set forth in the plan. The plan will be developed in consultation with affected stakeholders and submitted to the General Assembly no later than ~~January 4, 2010~~ September 1, 2012. The provisions of the act shall not become effective unless a private donation of funds effectuating the purposes of this act is received by the Department no later than March 1, 2011.

1/5/09 Referred to Committee on Agriculture, Conservation and Natural Resources

2/2/09 Reported with substitute (15Y – 0N)

2/5/09 Passed the Senate with amendments (39Y – 0N)

HB 1973 Litter Control and Recycling Fund grants. Patron: Ware (Powhatan) Limits the awarding of grants to localities whose litter prevention and recycling grant applications meet the criteria established by the Department of Environmental Quality in its Guidelines for Litter Prevention and Recycling Grants.

1/13/09 Referred to Committee on Agriculture, Chesapeake and Natural Resources

1/21/09 Reported from A, C, NR (21Y – 0N)

1/26/09 Passed House (98Y – 0N)

1/27/09 Referred to Senate Committee on Agriculture, Conservation & Natural Resources

HJ713 Study; Department of Environmental Quality to study disposal of compact fluorescent bulbs; report. Poindexter (Glade Hill) Requests the Department of Environmental Quality to study the environmental impact of the expanded use of compact fluorescent light bulbs in the residential sector. In conducting its study, the Department of Environmental Quality shall examine the impact on landfills, proper disposal or recycling in private residences, and public education opportunities. The study should determine the most effective ways to encourage and promote the environmentally sound management of compact fluorescent light bulbs containing mercury. The Department of Environmental Quality shall include in its recommendations strategies for (i) educating consumers on the benefits of proper management of a product that contains mercury and the need to recycle such bulbs; (ii) publicizing options for proper disposal; and (iii) working with the private sector to develop ways to allow the public to conveniently recycle fluorescent light bulbs.

1/14/09 Referred to Committee on Rules

1/16/09 Assigned Rules Subcommittee: Studies

1/22/09 Subcommittee recommends reporting with substitute
(change the reporting deadline to November 2010 from 2009)

1/27/09 Reported from Rules (13Y – 0N)
1/30/09 Passed the House (95Y – 1N)
2/2/09 Referred to Senate Committee on Rules

HB2177 Rechargeable battery recycling. Patron: Plum (Reston) Authorizes localities to ban the disposal of certain rechargeable batteries in any waste-to-energy or solid waste disposal facility within its jurisdiction, provided the locality has implemented a recycling program that is capable of handling all rechargeable batteries generated within its jurisdiction.

1/14/09 Referred to Committee on Agriculture, Chesapeake and Natural Resources
1/28/09 Reported (22Y – 0N)
2/2/09 Passed the House (98Y - 0N)
2/3/09 Referred to Senate Committee on Agriculture, Conservation and Natural Resources

HB 2352 Donation of prescription medication; liability of pharmaceutical manufacturers. Patron: Landes (Weyers Cave) Clarifies the liability of pharmaceutical manufacturers relating to storage, donation, acceptance, or dispensing of any drug in accordance with the Prescription Drug Donation Program.

1/14/09 Referred to Committee on Health, Welfare and Institutions
1/27/09 Reported (22Y – 0N)
1/30/09 Passed the House (97Y – 0N)
2/2/09 Referred to Senate Committee on Education and Health

HB 1698 Scrap metal processors, prohibits sale/purchase of certain metal that seller knows is copper, etc. Patron: Lohr (Harrisonburg) Prohibits the sale to or purchase of any scrap metal that the seller or scrap metal processor knows is copper, aluminum, brass, lead, or other nonferrous metal of any kind, including catalytic converters or any materials derived from a catalytic converter, steel railroad track and track material, metal beverage containers with a capacity of more than two liters that are marketed as returnable, or other specific categories of scrap metal, unless the person attempting to sell the scrap metal provides documentation establishing or acknowledging that the seller is the owner of the scrap metal or is an employee, agent, or other person authorized to sell the scrap metal on behalf of the owner. The measure authorizes law-enforcement officers during the regular business hours of a scrap metal processor to inspect, without a warrant or subpoena, any scrap metal in the possession of a scrap metal processor, any records required to be maintained by a scrap metal processor, or both. Each seller of scrap metal is required to provide his driver's license number to the scrap metal processor in connection with each sale of nonferrous scrap, metal articles, and proprietary articles. Sales where the seller is unable or refuses to provide the required identification and information are prohibited. Scrap metal processors are required to keep a record of the total price paid for items purchased and the price paid per unit of measurement for the items. The penalty for any violation of the chapter is increased to a Class 1 misdemeanor; currently, negligent violations are subject to a civil penalty not to exceed \$7,500 while knowing violations are a Class 1 misdemeanor.

1/5/09 Referred to Committee on Commerce and Labor
1/22/09 Reported with substitute (22Y – 0N)
1/22/09 Referred to Committee for Courts of Justice, subcommittee: criminal
2/2/09 Subcommittee recommends reporting
2/4/09 Reported from Courts of Justice (22Y – 0N)
2/10/09 Passed House (99Y – 0N)

HB 1872 Hampton Roads area refuse collection and disposal system authority. Patron: Cosgrove (Chesapeake) Sets forth the requirements that shall be followed by any authority created to collect and dispose of refuse with member localities consisting of the Cities of Norfolk, Virginia Beach, Portsmouth, Chesapeake, and Franklin, and the Counties of Isle of Wight, Southampton, and Suffolk. The list of requirements sets forth rules for selecting a board of directors, maintaining a strategic plan, setting fees and operating costs, tracking costs, revenues, and capital projects, maintaining a financing plan, and voting.

1/12/09 Referred to Committee on Counties, Cities and Towns
1/20/09 Assigned Subcommittee 2
1/27/09 Referred to General Laws Committee
2/5/09 Reported from General Laws with substitute (22Y – 0N)
2/10/09 Passed the House (99Y – 0N)

Bills failed, stricken or passed by indefinitely:

HB 1814/SB 873 Plastic Bags; use by retailers: Patrons: Morrissey (Richmond/Highland Springs); Ticer (Alexandria) Bans the use of plastic carryout bags by retailers at the point of sale unless such bags are (i) durable plastic bags with handles; (ii) at least 2.25 mils thick; and (iii) specifically designed and manufactured for multiple reuse.

1/12/09 House Committee on A,C&NR 12/29/08 Senate Comm on A,C & NR
2/10/09 Left in Committee 12/11/09 Left in Committee

HB 2649 Solid waste report. Patron: Byron (Lynchburg) Removes the requirement that the Department of Environmental Quality include in its annual solid waste report an estimate of the amount of solid waste managed or disposed of through recycling (the recycling rate report). Reporting would not be required until July 2012.

1/23/09 Referred to Committee on Agriculture, Chesapeake and Natural Resources
1/28/09 Reported with substitute (13Y – 9N)
2/2/09 Failed (44Y – 52N – 1A)

HB 1953 Board of Education; guidelines on recycling and waste reduction activities. Patron: Mathieson (Virginia Beach) Requires the Board of Education to establish guidelines to be implemented by local school divisions regarding recycling and waste reduction activities in the public schools. Also requires the Board to submit an annual report beginning in 2010 of the recycling efforts in the public schools.

1/13/09 Referred to Committee on Education
1/20/09: Assigned to Teacher and Admin Subcommittee
1/22/09: Subcommittee failed to report

SB 971 Plastic bag recycling; penalty. Patron: Blevins (Chesapeake) Requires that, effective January 1, 2010, certain stores provide on-premises recycling for plastic bags. Stores that are part of a chain or occupy more than 5,000 square feet and distribute plastic bags to consumers must provide reusable bags for sale and take back and recycle used plastic bags. If requested by a store owner, the manufacturer of plastic bags must offer to arrange for the transportation and recycling services. Any violation is punishable by a civil penalty of up to \$100.

1/12/09 Referred to Committee on Agriculture, Conservation and Natural Resources
1/19/09 Stricken by Patron (14Y – 0N)

HB 2010 Paper and plastic bag fee. Patron: Ebbin (Arlington) Imposes a fee of \$0.05 on paper and plastic bags used by purchasers to carry tangible personal property from the place of purchase. Durable, reusable plastic bags and bags used for ice cream, meat, fish, and poultry are exempt from the fee. The revenues raised by the fee will be deposited in the Water Quality Improvement Fund.

1/13/09 Referred to Committee on Finance
1/16/09 Finance Subcommittee 3
1/28/09 Tabled in Subcommittee

HB 2009 Incandescent light bulbs. Patron: Ebbin (Arlington) Bans the sale or distribution in the Commonwealth, effective July 1, 2010, of any general purpose incandescent light bulb. The Board of Agriculture and Consumer Services is authorized to adopt regulations to exempt types of light bulbs from the ban if it finds that the ban creates a significant hardship on the user or is unreasonable because of the lack of an adequate substitute. A violation of the ban is a Class 1 misdemeanor.

1/13/09 Referred to Committee on Commerce and Labor
1/26/09 Assigned Subcommittee 2
1/29/09 Subcommittee Tabled

HB 2469 Virginia Waste Management Board; permit issuance process. Patron: Morgan (Gloucester) Makes the process of permit issuance for solid waste management uniform with that of the two other pollution control boards, the Air Pollution Control Board and the State Water Control Board. Under certain circumstances, the Virginia Waste Management Board (the "Board") will make permit decisions—currently, only the Director of the Department of Environmental Quality may make permit decisions.

After issuing a public notice of a pending permit action, if at least 25 individuals have requested a public hearing and the Director finds that the issues raised are germane to the permit action and are not inconsistent with state or federal laws, a public hearing will be held. The Director or the Board may convene a meeting under an expedited schedule to reconsider the decision of the Director to grant a public hearing. The meeting may be held electronically if one public forum is available. The Board is required to act on the permit within 90 days of the close of the comment period unless the applicant agrees to an extension of the time period. Persons who commented during the public hearing may address the Board at the meeting where final action on the permit will occur. The Board's decision shall contain a written basis for its decision.

The qualifications of membership for the Board is changed to require that an appointee is not employed by persons subject to permits of the Board or enforcement orders of the Director and does not receive a significant portion of his income, whether directly or indirectly, from persons subject to permits of the Board or enforcement orders of the Director.

1/14/09 Referred to Committee on Agriculture, Chesapeake and Natural Resources
1/28/09 Stricken from the docket

SB1187 Garbage and refuse services; contracting. Patron: Blevins (Chesapeake) Eliminates the provision that had barred localities from preventing or prohibiting the disposal of garbage at facilities that were either issued solid waste management facility permits on or before July 1, 1991, or had submitted applications for new solid waste management facility permits on or before December 31, 1991.

1/13/09 Referred to Committee on Local Government
1/27/09 Passed by Indefinitely (14Y – 1N)

HB 1533 Television recycling programs; manufacturer fees; disposal ban. Patron: Plum (Reston) Bans the disposal of covered televisions and component parts as solid waste effective January 1, 2009. The bill requires manufacturers of televisions covered by the act to pay a \$5,000 per year state registration fee and report to the Department of Environmental Quality on the weight, in pounds, of televisions sold in the Commonwealth. The Department will use the fees collected to provide reimbursements to localities implementing television recycling programs in compliance with criteria established by the Department. If a locality does not implement a television recycling program, the Department shall initiate a program for residents in that locality. Both the Department and the Office of the Attorney General have authority to enforce the provisions of this act.

1/18/08: Referred to House Committee on Agriculture, Chesapeake and Natural Resources
1/30/08: Continued to 2009 in A, C & NR Committee
12/4/08: Left in Committee

HB 1548 Recyclable construction and demolition debris. Morgan (Gloucester) Prohibits publicly owned landfills from accepting three or more tons of construction and demolition debris per hauler trip if there are recycling facilities available in the area or there is a construction and demolition landfill in the area.

1/18/08: Referred to Committee on Agriculture, Chesapeake and Natural Resources
1/30/08: Continued to 2009 in A, C & NR Committee
12/04/08 Left in Agriculture, Chesapeake and Natural Resources

HB 1871 Southeastern Public Service Authority; bankruptcy. Patron: Cosgrove (Chesapeake) Authorizes the Southeastern Public Service Authority of Virginia to file a petition in bankruptcy upon a majority vote of its boards, or to undergo involuntary bankruptcy upon petition of one or more of its members to the Governor and filing of an involuntary bankruptcy petition by the Commonwealth under Title 11 of the United States Code. The bill further authorizes the Southeastern Public Service Authority to appoint a receiver to manage, operate, or liquidate its assets upon a majority vote of the board or to undergo receivership by order of a circuit court of one of its members petitioning for same.

1/12/09 Referred to Committee on General Laws
1/16/09 Subcommittee on Professions/Occupations/Administrative Process
2/4/09 Subcommittee recommends tabling

CONSIDERATION OF RESOLUTION 09-15: A CONTRACT FOR WASTE TIRE COLLECTION AND PROCESSING CURBSIDE RECYCLING PROGRAM

A Request for Proposals (RFP 09-43) was issued December 15, 2008 for Waste Tire Processing to include placing trailers at designated sites to collect waste tires, switch out the trailers and process the waste tires. The proposals were opened and read January 23, 2009 at 2:00 p.m. CVWMA staff reviewed the proposals with an advisory committee comprised of representatives from member localities. The recommendation of the selection committee is the execution of an agreement with Virginia Recycling Corporation, the current CVWMA Contractor, for the collecting, storage, hauling and processing of waste tires. The term of the contract will be for an initial period of five years beginning on or about July 1, 2009 and ending June 30, 2014. The contract will also include an additional five-year renewal option.

Proposals were received from Virginia Recycling Corporation, Emanuel Tire of Virginia, Inc., The East End Landfill and Virginia Waste Services.

The current contract with Virginia Recycling Corporation which was initially executed effective July 1, 1999 expires June 30, 2009 and does not have any renewal options left. Currently participating member jurisdictions are paying \$91.31 per ton for waste tire processing services. The rate in the new Contract will be a maximum of \$750 per trailer load which normally will result in a rate of \$75 per ton or less depending upon how well the trailer is loaded. Rims are not an issue and with a new shredder, truck tires or other large tires will no longer be a problem for Virginia Recycling Corporation to process.

Participating member jurisdictions have collected an average of 665 tons of waste tires per year over the course of the current contract. Collections are down slightly this year as only 333 tons have been collected through the first 7 months of fiscal year 2009.

Resolution 09-15: is presented for consideration, and would authorize the Executive Director to execute a contract for the Collection, Storage, Hauling and Processing Waste Tires with Virginia Recycling Corporation. Special Project Agreements would be developed between CVWMA and the local participating jurisdictions interested in these services.

Recommended Action: Approval of **Resolution 09-15**

Attachment

RESOLUTION 09-15

A resolution authorizing awarding a contract for Collection, Storage, Hauling, and Processing of Waste Tires between the Central Virginia Waste Management Authority and Virginia Recycling Corporation and the Special Project Service Agreements with participating local jurisdictions for a five (5) year period commencing on July 1, 2009.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the report included as Staff Agenda Item No. 6 of the February 2009 Board Agenda outlined the proposed Waste Tire Collection, Storage, Hauling and Processing Services between the Central Virginia Waste Management Authority and Virginia Recycling Corporation; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a contract for Waste Tire Collection, Storage, Hauling and Processing Services between the Central Virginia Waste Management Authority and Virginia Recycling Corporation; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute Special Project Service Agreements between the Central Virginia Waste Management Authority and member localities as requested; and

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

Adopted this 20th of February, 2009

Attest: _____
Marcia R. Phillips, Chairman

**STAFF AGENDA
ITEM NO. 7**

CURBSIDE RECYCLING PROGRAM

Curbside collection totals for January were 3,020 tons, down 1.8% from January 2008 with one less collection day. Through the first seven months of fiscal year 2009 curbside collections now total 20,728 tons, an increase of 5.0% from the same period in fiscal year 2008.

Missed collections in January, 628, were up considerably from both year prior and December. A combination of the Martin Luther King holiday and some very cold weather that caused truck problems contributed to higher than normal number of reported misses. No penalties were assessed to Tidewater Fibre for late collections.

Bin requests surged during the first part of the month immediately following the calendar mailing but slowed as the month progressed. For the month, total bin requests were 1,978, well above the 1,250 recorded in January 2008 but still less than the record 2,321 recorded in January 2006.

**STAFF AGENDA
ITEM NO. 8**

MUNICIPAL SOLID WASTE (MSW) PROGRAM

Allied Waste collection in January continued the recent level of very good performance. Missed collections were down to a record low of 70 for the month. For the first month in over a year there were no penalties assessed for collections outside Contract parameters in January.

Allied Waste recently announced the hiring of a new Operations Manager, Mr. David Aikman. Mr. Aikman will manage the waste disposal company and a transfer station.

**STAFF AGENDA
ITEM NO. 9**

OPERATIONS AND PROGRAM STATISTICS

Goodwill Industries Update

Henrico County's Public Use Areas (PUA) located on Springfield and Charles City Roads will receive a donation trailer through Goodwill Industries on February 16. Goodwill will provide staff for both locations from 9 am to 5:30 pm.

Representatives for the County of Henrico will participate in a pilot program, which will allow County citizens to drop-off electronics, working televisions, and textiles at local Goodwill trailers. No fees will be required of citizens who drop-off materials or the County for their participation in the program.

Covered Bridge Organics, Inc. and Solarcone, Inc.

During CVWMA's December 2007 Board meeting, Authority staff informed members that regional residents will be given the opportunity to purchase home composting bins at discounted rates. The Authority through a partnership with Covered Bridge Organic, Inc. and Solarcone, Inc., offered discounted prices on compost bin purchases made through a Web page link on CVWMA's Web site. Since offering the reduced rate bins, 47 bins were purchased totaling \$3,345 in sales.

Recycling Rate Report Update

On January 15, forty-eight letters requesting recycling rate information for the 2008 Recycling Rate Report were mailed to area recycling processors with a February 23 deadline date of return. Authority staff to date has received several responses. The completed report will be presented for review at the April 2009 Board of Directors' meeting and submitted to the DEQ by the April 30 deadline.

eCycling Events

The County of Henrico events held January 24, 2009 at the John Rolfe Ukrop's and at the Crossridge Ukrop's were very successful as an estimated 40,000 – 45,000 lbs of eWaste was collected. The mix of materials collected appeared to be similar to previous events with no great increase in the number of televisions observed as we near the transition to digital TV.

The City of Richmond has an eCycling event scheduled at the Diamond March 7. In addition the County of Henrico has events scheduled April 18 at the White Oak and Crossridge Ukrop's and one April 25 at the Short Pump Ukrop's. The City of Hopewell also has an event scheduled for April 25, and the Town of Ashland has scheduled an event for April 4 at the Ashland Ukrop's.

Household Chemicals

The selection committee has met with several companies who responded to the CVWMA Request for Proposals for collection and disposal of household chemicals. Resolutions will be presented at the March Board meeting for review to award contracts for used oil, oil filters and antifreeze collection and recycling, category one collection and disposal and for staging events to collect and dispose of household chemicals.

Program Statistics

Program Statistics for January 2009 will be presented at the February 20 Board of Directors' meeting

PUBLIC INFORMATION

School Recycling Pilot Program

The school recycling pilot program has recycled 118.4 tons of paper as of January 2009. This has saved more than 2,000 trees, 2,800 gallons of gasoline, 800,000 gallons of water, and 400 cubic yards of landfill airspace!

Regional Education Workshop

CVWMA hosted a regional recycling education workshop for its member localities on Wednesday, February 4. A variety of educational and informational resources were shared. Representatives from ten CVWMA localities attended.

Healthy Lifestyle Expo

CVWMA had a booth at the Healthy Lifestyle Expo at the Greater Richmond Convention Center, February 7, 2009. The CVWMA educated 4,700 visitors about recycling programs, providing literature and answering questions.

Media Partners

CVWMA has selected the following media partners for the Spring Flight. Commercials, educational messages and recycling trivia contests will run on TV stations NBC 12 and ABC 8 and Clear Channel Radio's 9 radio stations as well as Radio Disney the weeks of April 6 through April 25, 2009.

Monument Ave 10K

CVWMA is working with TFC Recycling to provide recycling at this annual event, which will take place on March 28, 2009. An estimated 35,000 runners will participate.

Outreach

CVWMA staff attended meetings; participated in outreach opportunities or provided information and resources to the following individuals and groups in January 2009.

Meetings

- Media – Channel 12
- Keep Virginia Beautiful Webinar and Steering Committee
- Executive Roundtable

Presentation & Publication Requests

Group	Number	Locality	Request	Type	Publications
ABC- Channel 8	5	regional	Trivia Contest	Business	Outreach Resources
Robert Wilton	1	Henrico	Educational Materials	Citizen	Journey DVD
Charlotte Stebbins	2	Chesterfield	Educational Materials	Citizen	Journey Kit
Allison Buckner	1	Richmond	Educational Materials	Citizen	Journey Kit
Alisa Goff	25	Chesterfield	Educational Materials	Scouts	Journey Kit and Activity Books
Congregation Or Atid	315	Henrico	Presentation	School	Activity Books Pencils
Woodville ES	20	Richmond	Educational Materials	School	Activity Books, Posters & Pencils
Marianne Martin	20	Chesterfield	Presentation	Scouts	Activity Books and Stickers
Erica Trout	20	Chesterfield	Educational Materials	Scouts	Activity Books and Stickers
St. Edward's Epiphany	20	Chesterfield	Educational materials	School	Journey Kit and Activity Books
Women's Club of Bon Air	45	Chesterfield	Presentation	Civic	Publications and Outreach resources
Capital One	1,000	various	Educational Materials	Business	Publications and Outreach Resources
NBC Channel 12	1	regional	Interview	Media	
Jenny Valent	25	Ashland	Educational Materials	Government	Extra Container Stickers
Total, FY 08-09	15,571				

Waste Reduction News

The January monthly e- newsletter included Curbside Calendar Reminder, Christmas Tree Recycling, E-Cycling Events and Facebook articles. We have 1,017 subscribers at this time.

Web site Statistics

	Visitors	Visits	Visit Length	Emails
January 2009	5,659	8,707	4 min 6 sec	766
Total, FY 08-09	32,133	51,952	--	3,593

Top Pages

Homepage (6,083 visits) /cvwma.com

Recycling Programs (2,190 visits)/recycling_programs.wbp.

Curbside Recycling (2,041 visits) /recycling_programs/curbside_recycling.wbp

Electronics Recycling (2,030 visits) /recycling_programs/electronics.wbp

Curbside Recycling Request (1,136 visits)/curbside_recycling/recycling_request_form

E-mails

customerservice@cvwma.com - received/responded to 665 e-mails for the month

info@cwvma.com - received/responded to 101 e-mails for the month

Curbside Recycling Email Reminder Subscribers

	Total Subscribed	Added	Removed
January 2009	4,745	1,359	2
Total, FY 08-09	6,104	4,168	428

FINANCIAL REPORTS FOR JANUARY 2009

The Financial Reports for January 2009 are hereby submitted for review and consideration. The reports reflect the results of operations in the General Operating Fund, Curbside, Drop Off, MSW and Other Special Project Funds. The CVWMA has a combined net income of about \$161,000 for administration, operations and public information for the remainder of the fiscal year. The CVWMA continues to remain within total budget in all funds as of January 31, 2009.

All cost associated with the distribution of the 2009 curbside calendar have now been recorded in the financial reports.

Recommended Action:

Approval of January 2009 Financial Reports

Attachments.

Central Virginia Waste Management Authority
Summary Statement of Actual Revenues and Expenses By Fund
July 2008 – January 2009

Summary - All Funds

	<u>Total</u> <u>Revenues</u>	<u>Total</u> <u>Expenses</u>	<u>Transfers</u> <u>In (Out)</u>	<u>Totals</u>
General Operating Fund	\$ 511,404	\$ 332,731	\$ -	\$ 178,673
Curbside Project Fund	3,010,166	3,013,060	-	(2,894)
Drop-Off Project Fund	361,713	362,715	-	(1,002)
Municipal Solid Waste Fund	2,057,839	2,065,834	-	(7,995)
CFC/HCFC	18,042	18,170	-	(128)
Special Waste Collections	76,118	76,488	-	(370)
Waste Tire Fund	26,254	26,555	-	(301)
Appliance and Scrap Metal Hauling	303,506	302,662	-	844
Yard Waste Projects	323,839	324,841	-	(1,002)
Waste Transfer & Disposal	1,441,853	1,446,189	-	(4,336)
	<u>1,441,853</u>	<u>1,446,189</u>	<u>-</u>	<u>(4,336)</u>
Totals	<u>\$ 8,130,734</u>	<u>\$ 7,969,245</u>	<u>\$ -</u>	<u>\$ 161,489</u>

<i>Capital Outlay:</i>	<u>Month to date</u>	<u>Year to date</u>	<u>Budget</u>	<u>Variance</u>
Computer equipment	\$ -	\$ -	\$ 18,000	\$ 18,000
Office equipment	-	24,731	28,000	\$ 3,269
Total Capital Outlay	<u>\$ -</u>	<u>\$ 24,731</u>	<u>\$ 46,000</u>	<u>\$ 21,269</u>

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2008 – January 2009

General Operating Fund

	<u>Month to Date</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>% Budget</u> <u>Remaining</u>
Revenues:					
Annual Gov't Assessments	\$ -	\$ 497,060	\$ 497,070	\$ (10)	0.0%
Material Sales Rebate	-	9	-	9	0.0%
Grants and Sponsorships	1,241	8,531	-	8,531	0.0%
Interest on Investments	484	5,804	35,000	(29,196)	-83.4%
Miscellaneous/Other	-	-	1,000	(1,000)	-100.0%
Total Revenues	<u>1,725</u>	<u>511,404</u>	<u>533,070</u>	<u>(21,666)</u>	<u>-4.1%</u>
Expenses:					
Personnel services	28,203	196,215	322,740	126,525	39.2%
Fringe benefits	7,468	49,670	78,460	28,790	36.7%
Professional services	4,280	29,707	24,800	(4,907)	-19.8%
Repairs and maintenance	360	1,065	2,175	1,110	51.0%
Advertising and promotions	75	5,266	6,250	984	15.7%
Materials and supplies	489	4,322	7,350	3,028	41.2%
Other services and charges	2,252	13,571	25,295	11,724	46.3%
Leases	171	21,108	41,000	19,892	48.5%
Depreciation	1,569	11,807	25,000	13,193	52.8%
Total Expenses	<u>44,867</u>	<u>332,731</u>	<u>533,070</u>	<u>200,339</u>	<u>37.6%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (43,142)</u>	<u>\$ 178,673</u>	<u>\$ -</u>	<u>\$ 178,673</u>	
Capital Outlay:					
	<u>Month to Date</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>	
Computer equipment	\$ -	\$ -	\$ 10,000	\$ 10,000	100.0%
Office equipment	-	5,362	7,000	\$ 1,638	23.4%
Vehicular equipment	-	-	-	\$ -	0.0%
Total Capital Outlay	<u>\$ -</u>	<u>\$ 5,362</u>	<u>\$ 17,000</u>	<u>\$ 11,638</u>	<u>76.6%</u>

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2008 – January 2009

Curbside Project Fund

	<u>Month to Date</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>% Budget</u> <u>Remaining</u>
Revenues:					
Project Service Fees	\$ 377,972	\$ 2,680,772	\$ 4,550,000	\$ (1,869,228)	-41.1%
Public Relations Assessment	21,333	147,962	253,600	(105,638)	-41.7%
Customer Service Assessment	17,276	120,434	205,870	(85,436)	-41.5%
Contract Admin Costs	-	100	500	(400)	-80.0%
Materials Sales Rebate	-	49,254	15,000	34,254	228.4%
Interest on Investments	1,104	11,644	40,000	(28,356)	-70.9%
Total Revenues	<u>417,685</u>	<u>3,010,166</u>	<u>5,064,970</u>	<u>(2,054,804)</u>	<u>-40.6%</u>
Expenses:					
Personnel services	14,577	90,368	173,375	83,007	47.9%
Fringe benefits	4,127	29,623	48,550	18,927	39.0%
Professional services	3,972	18,109	50,790	32,681	64.3%
Repairs and maintenance	51	340	1,265	925	73.1%
Advertising and promotions	43,809	76,413	142,500	66,087	46.4%
Materials and supplies	233	2,006	4,210	2,204	52.4%
Other services and charges	657	57,743	74,930	17,187	22.9%
Leases	(224)	15,191	28,900	13,709	47.4%
Depreciation	766	5,555	11,200	5,645	50.4%
Contractual services	377,972	2,680,772	4,553,000	1,872,228	41.1%
Materials sales rebate	-	36,940	11,250	(25,690)	-228.4%
Total Expenses	<u>445,940</u>	<u>3,013,060</u>	<u>5,099,970</u>	<u>2,086,910</u>	<u>40.9%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (28,255)</u>	<u>\$ (2,894)</u>	<u>\$ (35,000)</u>	<u>\$ 32,106</u>	
Capital Outlay:					
Computer equipment	\$ -	\$ -	\$ 6,500	\$ 6,500	100.0%
Office equipment	-	12,105	13,500	\$ 1,395	10.3%
Total Capital Outlay	<u>\$ -</u>	<u>\$ 12,105</u>	<u>\$ 20,000</u>	<u>\$ 7,895</u>	<u>89.7%</u>

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2008 – January 2009

Drop Off Project Fund

	<u>Month to Date</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>% Budget</u> <u>Remaining</u>
<i>Revenues:</i>					
Project Service Fees	\$ 53,358	\$ 340,590	\$ 500,000	\$ (159,410)	-31.9%
Materials Sales Rebate	814	20,471	65,000	(44,529)	-68.5%
Interest on Investments	<u>53</u>	<u>652</u>	<u>5,500</u>	<u>(4,848)</u>	<u>-88.1%</u>
Total Revenues	<u>54,225</u>	<u>361,713</u>	<u>570,500</u>	<u>(208,787)</u>	<u>-36.6%</u>
<i>Expenses:</i>					
Personnel services	496	3,463	5,920	2,457	41.5%
Fringe benefits	104	757	1,310	553	42.2%
Professional services	107	727	2,445	1,718	70.3%
Repairs and maintenance	5	27	50	23	46.0%
Advertising and promotions	-	2,585	8,000	5,415	67.7%
Materials and supplies	16	90	300	210	70.0%
Other services and charges	68	571	1,870	1,299	69.5%
Leases	(9)	717	1,855	1,138	61.3%
Contractual services	53,359	340,590	500,000	159,410	31.9%
Materials sales rebate	<u>1,092</u>	<u>13,188</u>	<u>48,750</u>	<u>35,562</u>	<u>72.9%</u>
Total Expenses	<u>55,238</u>	<u>362,715</u>	<u>570,500</u>	<u>207,785</u>	<u>36.4%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (1,013)</u>	<u>\$ (1,002)</u>	<u>\$ -</u>	<u>\$ (1,002)</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2008 – January 2009

Municipal Solid Waste Fund

	<u>Month to Date</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>% Budget</u> <u>Remaining</u>
Revenues:					
Project Service Fees	\$ 289,138	\$ 2,034,105	\$ 3,565,000	\$ (1,530,895)	-42.9%
Customer Service Assessment	2,244	15,711	27,000	(11,289)	-41.8%
Contract Admin Costs	140	1,010	1,000	10	1.0%
Interest on Investments	<u>528</u>	<u>7,013</u>	<u>25,000</u>	<u>(17,987)</u>	<u>-71.9%</u>
Total Revenues	<u>292,050</u>	<u>2,057,839</u>	<u>3,618,000</u>	<u>(1,560,161)</u>	<u>-43.1%</u>
Expenses:					
Personnel services	2,047	14,284	24,775	10,491	42.3%
Fringe benefits	542	3,992	6,225	2,233	35.9%
Professional services	745	4,815	6,420	1,605	25.0%
Repairs and maintenance	37	193	460	267	58.0%
Advertising and promotions	-	2,629	1,500	(1,129)	-75.3%
Materials and supplies	126	867	1,335	468	35.1%
Other services and charges	255	2,057	4,800	2,743	57.1%
Leases	(26)	1,772	3,385	1,613	47.7%
Depreciation	212	1,120	4,100	2,980	72.7%
Contractual Services	<u>289,138</u>	<u>2,034,105</u>	<u>3,565,000</u>	<u>1,530,895</u>	<u>42.9%</u>
Total Expenses	<u>293,076</u>	<u>2,065,834</u>	<u>3,618,000</u>	<u>1,552,166</u>	<u>42.9%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (1,026)</u>	<u>\$ (7,995)</u>	<u>\$ -</u>	<u>\$ (7,995)</u>	
Capital Outlay:					
	<u>Month to Date</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>	
Computer equipment	\$ -	\$ -	\$ 1,500	\$ 1,500	100.0%
Office equipment	\$ -	\$ 7,264	\$ 7,500	\$ 236	3.1%
Total Capital Outlay	<u>\$ -</u>	<u>\$ 7,264</u>	<u>\$ 9,000</u>	<u>\$ 1,736</u>	<u>96.9%</u>

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2008 – January 2009

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	\$ 228,547	\$ 1,874,507	\$ 3,960,000	\$ (2,085,493)	-52.7%
Materials Sales Rebate	6,563	310,393	119,000	191,393	160.8%
Interest on Investments	<u>341</u>	<u>4,713</u>	<u>16,750</u>	<u>(12,037)</u>	<u>-71.9%</u>
Total Revenues	<u>235,451</u>	<u>2,189,613</u>	<u>4,095,750</u>	<u>(1,906,137)</u>	<u>-46.5%</u>
Expenses:					
Personnel services	300	2,250	3,900	1,650	42.3%
Fringe benefits	23	172	300	128	42.7%
Professional services	831	5,394	6,400	1,006	15.7%
Repairs and maintenance	42	218	525	307	58.5%
Advertising and promotions	554	1,166	5,500	4,334	78.8%
Materials and supplies	267	860	1,115	255	22.9%
Other services and charges	96	666	1,205	539	44.7%
Contractual services	228,349	1,874,304	3,960,000	2,085,696	52.7%
Materials sales rebate	<u>8,150</u>	<u>309,876</u>	<u>116,720</u>	<u>(193,156)</u>	<u>-165.5%</u>
Total Expenses	<u>238,612</u>	<u>2,194,906</u>	<u>4,095,665</u>	<u>1,900,759</u>	<u>46.4%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (3,161)</u>	<u>\$ (5,293)</u>	<u>\$ 85</u>	<u>\$ (5,378)</u>	

ADMINISTRATIVE

Office Security

The CVWMA office was broken into during the night of February 3. The burglars used a forced object to enter through an office door accessible to a common hallway of the building. Also damaged during the burglary was the locked door to the office computer room from which the laptop and portable projector were stolen. In addition, burglars entered into several individual offices rifling through desks and attempted to break into several locked cabinets and drawers. The CVWMA is working with the police and Brandywine Realty Trust to restore the damage and ensure security in the future.

President's Day Holiday

The CVWMA staff will observe President's Day on Monday February 16. CVWMA programs are not impacted by this holiday. The Call Center will be operational during normal working hours to respond to customer issues for the Curbside Recycling and Municipal Solid Waste Programs.

Upcoming Meetings

The following is a listing of upcoming CVWMA meetings:

Technical Advisory Committee	March 5, 2009	9:00 am
Executive Committee	March 9, 2009	2:00 pm
Board of Directors (Richmond)	March 20, 2009	9:00 am