



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

**JUNE 19, 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 MAY 15, 2009**

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

**Recommended Action:** Approve minutes.

Attachment

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

**MEMBERS/ALTERNATES PRESENT**

**Voting:**

Marcia R. Phillips (M-Chesterfield), Chairman  
Elliot Danburg (M-Powhatan), Secretary  
Mark Kukoski (M-Richmond), Director  
Marcia E. Kelley (M-Henrico), Immediate Past Chair  
Jack Miniclier (M-Charles City)  
Robert L. Dunn (M-Chesterfield)  
William E. Johnson, III (M-Chesterfield)  
William E. Henley (A-Colonial Heights)  
Leigh Dunn (M-Goochland)  
Steve Chidsey (M-Hanover)  
Robert C. Whiteman (M-Henrico)  
John Fountain (A-Hopewell)  
James H. Burrell (M-New Kent)  
William Rigglesman (A-Petersburg)  
Matthew D. Benka (M-Richmond)  
Dexter White (M-Richmond)

**MEMBERS/ALTERNATES NOT PRESENT**

Gentry Bell (M-Henrico), Vice-Chairman  
William G. Kuthy (M-Prince George), Treasurer  
Josh Farrar (A-Ashland)  
John T. Bragg (A-Charles City)  
Charles E. Dane (A-Chesterfield)  
Robert C. Key (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)  
William I. Mawyer, Jr. (A-Henrico)  
Phillip E. Elliott (M-Hopewell)  
James Tacosa (A-New Kent)  
Michael D. Briddell (M-Petersburg)  
Christopher Rapp (A-Powhatan)  
Bill Hamby, Jr. (A-Prince George)

**Non Voting:**

Howard Heltman (A-Chesterfield)  
Paul E. Drumwright (A-Goochland)  
Steve Yob (A-Henrico)

**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  
Reginald D. Thompson, Operations Assistant  
Valerie Pegues-Johnson, Administrative Assistant

**Guest**

Dr. Cliff Fox, Assistant Director of  
Environmental Studies for VCU

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 April 17, 2009**

Mrs. M. E. Kelley (M-Henrico), Immediate Past Chair indicated that in Item No. 1, it was Mrs. M. R. Phillips, and not she, who was the Chairman presiding the meeting. Chairman Phillips informed the Board that the correction will be made in the formal copy of the minutes.

A motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mr. E. Danburg (M-Powhatan), Secretary and carried that the minutes of the April 17, 2009 Central Virginia Waste Management Authority (CVWMA) Board of Directors' meeting be approved with noted correction.

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

Mrs. M. E. Kelley (M-Henrico), Immediate Past Chair presented the slate of officers for the ensuing fiscal year. It is consensus recommendation of herself, Mr. J. H. Burrell (M-New Kent) and Mr. M. D. Benka (M-Richmond) that the nominations are as follows: Chairman, Mrs. M. R. Phillips (M-Chesterfield); Vice-Chairman, Mr. M. Kukoski (M-Richmond); Secretary, Mr. E. Danburg (M-Powhatan); Treasurer, Mr. M. D. Benka (M-Richmond); and Director, Ms. L. Dunn (M-Goochland) and Immediate Past Chair, Mrs. M. E. Kelley (M-Henrico).

Mrs. Phillips noted that the election would be held at the June 19, 2009, Board of Directors' meeting, at which time, any Board member may make additional nominations.

## **STAFF AGENDA**

### **Item No. 5: Curbside Education Advisory Committee Report**

Mrs. K. A. Hynes, Executive Director, reminded the Board of its commission to conduct a market study of residents eligible for curbside recycling. Mrs. Hynes reported that the survey, conducted in January 2009, is to determine recycling behaviors in an overall effort to increase awareness and participation in the program, and potential methods of outreach. Results of the survey were presented during a meeting of the Curbside Education Advisory Committee on April 2, 2009. Mrs. Hynes asserted that based on questions derived from the meeting, Dr. Cliff Fox, Assistant Director, Virginia Commonwealth University's Department of Environmental Studies, has refined information presented in his original presentation. Mrs. Hynes introduced guest speaker, Dr. Fox. Dr. Fox directed the Board's attention to information placed at each seat. Materials included a printed copy of his PowerPoint presentation, which incorporated results of the completed study conducted by Princeton Data Source LLC (PDS). Dr. Fox proceeded with his presentation on social marketing, which included:

- Methods Used in Conducting the Study
- Sampling Error, Bias, and Weighting Information
- Participation Rates and Frequency
- Participation by Loyal Households, Income, Age, Race, and Conclusions
- Participants' Information
- Non-participant Information
- Recycling Knowledge and Attitudes
- Awareness about the CVWMA

Mr. R. Dunn (M-Chesterfield) asked how the demographic make up of the samples compared to the demographic make up of the jurisdictions. Dr. Fox responded that the sample is comparable to the makeup of the population and he indicated providing tables to show the demographic breakdown of the survey respondents.

Mr. D. White (M-Richmond) asked what were participation rates based on. Dr. Fox responded that the telephone interviews generated two kinds of new knowledge regarding participation in curbside recycling program. The first of these were overall participation: the process of research itself resulted in a 70 percent participation rate among this group who were asked if they placed their recyclables at the curb within the past four months. Dr. Fox included that this number would be significantly higher than the set out rate. The second kind of knowledge resulting from the survey was from participants of loyal households. This percentage rate was on responses received from citizens who were asked "how frequently they participated in the program." Dr. Fox included that the number of participants who responded to these survey questions were placed in a category of respondents who participated in the program every scheduled day they were at home and who participated in the program on a regular basis.

Mr. M. D. Benka (M-Richmond) asked where the Authority should focus its marketing efforts to increase participation in the curbside program. Dr. Fox responded that the market study is a pivotal source for determining where the Authority should focus its marketing efforts. He asserted that understanding factors that encourage and discourage participation are also important to understanding social marketing and having intensity for what you do. Dr. Fox included that the Authority should try reaching out to churches, community organizations, and neighborhoods, although these are more labor intensive approaches.

Mr. M. D. Benka (M-Richmond) asked what demographics should the Authority target. Dr. Fox responded African Americans whose participation rate is at 51.7 percent in comparison to White-Americans who participate at 80.8 percent and Asian-Americans at 66.1 percent.

Mr. W. E. Johnson, III (M-Chesterfield) asked if citizens from all participating localities were contacted to ascertain the participation rate for African-Americans. Dr. Fox responded affirmatively. He included that an examination of whether income affects participation by African-Americans be considered. Dr. Fox asserted that the survey could be defined to target middle and upper middle income African-Americans to ascertain an irrefutable participation rate. He added that the Authority should consider churches, as an area source for targeting this group and those identifying opinion leaders would be beneficial as a source of communication. Dr. Fox included that conducting a focus group to include African-American participants and non-participants of the survey to discuss what would encourage and discourage participation would provide a perceptive understanding of their views and thoughts on recycling.

Mr. R. Dunn (M-Chesterfield) commented that the Authority should determine what group it wants to target in terms of marketing. He included that the younger generation rarely responds to information from printed materials. Dr. Fox responded that social marketing would be a great start at trying to reach young adults. He included that social marketing theory is a combination of theoretical perspectives and a set of marketing technique, which must carefully target the intended group on the outset.

Mr. M. Kukoski (M-Richmond), Director asked of the overall survey, how many people represent the 20 percent who will likely participate in the program. Dr. Fox responded that could be determined by projection through an estimate back to the population. He included that if estimated back to population, the numbers would show an insignificant group of people. Dr. Fox suggested forming a focus group to determine who the group of people are in that 20 percent.

Mr. M. D. Benka (M-Richmond) asked if the survey can be broken down to provide more specifics on the findings. Dr. Fox responded that if you are projecting back to the population as a whole, he would need to provide sampling errors. He included that the sampling errors for some groups will be astronomical, which would require collapsing to receive a sufficient amount of responses.

Chairman Phillips commented that the presentation presented some interesting information and has provided helpful information to aid the Authority in moving forward.

#### **Item No. 6: Curbside Recycling Program**

Mr. B. Harris, Director of Operations, reported that curbside collections for the month of April were at 2,827 tons; a decrease of 6.2 percent from April 2008. Mr. Harris went on to report that through the first 10 months of the current fiscal year, collections totaled 28,988 tons and are now 2.9 percent above the previous fiscal year's total. He noted that if you exclude the Hanover addition, the total is actually up 2.3 percent from the previous year.

Proceeding, Mr. Harris asserted that it appears that year-end collection totals will exceed 34,000 tons. Mr. Harris went on to report that the average number of set-outs have been 15,000 per month more than the same ten months of the previous year. He included that the pounds per set-out is about 1.25 pounds less.

Concluding, Mr. Harris reported that there were no penalties assessed to Tidewater Fibre for collections outside contract parameters during the month of April.

Mr. R. L. Dunn (M-Chesterfield) commented that the *Richmond-Times Dispatch* has taken steps to implement a waste management system by reducing the amount of advertisements in its daily newspaper, which has had a significant impact on the weight of curbside collections.

Mr. Harris added that through the first ten months of the fiscal year, old newsprint collections in the drop-off program are down nearly 17 percent from the previous year; a decline of nearly 40 percent in the last 5 years despite the inclusion of magazines and catalogs as acceptable materials in the ONP containers.

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

Mr. R. Thompson, Operations Technician, reported that the month of April was a good month for Allied Waste with no penalties assessed for late collections. Mr. Thompson went on to report that

misses were up from the previous month from 90 to 107; however, misses remain low in comparison to the previous years' total.

## **Item No. 8: Operations and Program Statistics**

### ***2008 Recycling Rate***

Mr. Thompson reported that the CVWMA 2008 Recycling Rate Report was submitted to the Department of Environmental Quality (DEQ) before the April 30 deadline date. Authority staff is waiting to hear from the DEQ on the acceptance of the information.

### ***Colonial Heights Update***

Mr. Thompson reported that the City of Colonial Heights added a single stream recycling container at the City's recycling center to accommodate recyclers not eligible for the City's curbside recycling program.

### ***eCycling Event***

Mr. Harris reported that the 2009 spring season ended with the six eCycling events held during the month of April. Mr. Harris went on to report that 750 participants contributed approximately 65,000 pounds of eWaste. On May 2, Prince George County held its annual Household Hazardous Waste/ Waste Tire/ Appliance Amnesty collection event, which included document shredding and waste tires of which three trailers were collected.

Continuing, Mr. Harris reported that there are no more upcoming eCycling events, however member localities have scheduled other collection events in the near future. The County of Goochland is planning a Waste Tire Collection event on Saturday, May 30 and Powhatan County will hold its Appliance Amnesty Day event on, Saturday June 6.

### ***Program Statistics***

Mr. Harris reported that drop-off collections totaled 530 tons in April; down 0.9 percent from April 2008. Mr. Harris asserted that the commix portion of the program is up 13 percent from April 2008; fiber was off 4 percent while ONP was off by 19.3 percent.

Concluding, Mr. Harris reported that the drop-off total tonnage year-to-date is at 5,526 tons; an increase of 10 percent from the same 10 month period last fiscal year. He added that the volume is expected to surpass the previous years' record of 6,225 tons.

## **Item No. 09: Public Information**

Mrs. N. Drumheller, Public Information Coordinator, directed the Board's attention to a copy of the Authority's information booklet titled "A Menu of Services to Meet Diverse Needs." She informed the Board that this is an update of the "Many Faces of the CVWMA" booklet, which provides information on the history of the CVWMA, Authority programs, the Material Recovery Facility (MRF), and community outreach efforts.

Continuing, Mrs. Drumheller reported that the Virginia Recycling Association recently held a conference where the CVWMA received two honorable mention awards: One for the Authority's partnership with Ukrop's for eCycling and the other for the school recycling pilot program.

## *Outreach*

Mrs. Drumheller indicated that on pages 17-21 of the agenda package, the Board would find outreach, Web site statistical information, and curbside recycling e-mail reminder subscriber information.

### **Item No. 10: Financial Reports for April 2009**

Mrs. N. Downey, Director of Administration and Finance, directed the Board's attention to pages 22-28 of the agenda package, which displays the financial reports for April 2009. Mrs. Downey reported that the reports continue to show a deficit balance in most funds as the revenue remains below the budgeted amount due to the interest earned on investments. Mrs. Downey reported that the expenses are consistent with previous months and the Authority continues to remain within total budget in all funds as of April 30, 2009. The CVWMA has a combined net income of about \$44,500 year-to-date.

There being no discussion, on motion made by Mr. E. Danburg (M-Powhatan), Secretary and seconded by Mr. R. L. Dunn (M-Chesterfield), the April 2009 financial reports were accepted as presented.

### **Item No. 11: Consideration of Resolution 09-18: Appropriating Grant Funds Awarded by the Environmental Protection Agency for Pilot School Recycling Program**

Mrs. Hynes reported that with the assistance of a grant from the Environmental Protection Agency (EPA), the CVWMA has been conducting a 2 year School Recycling Pilot Program. Mrs. Hynes went on to report that the program includes twenty-six schools and will end on June 30, 2009. She asserted that CVWMA's goal with the grant program was to not only determine the amount of material that schools can recycle or divert from landfills, but to get schools (faculty and students) in the habit of recycling in hopes that they would continue beyond the grant period, and that the interest will spread to other schools and the administration.

Continuing, Mrs. Hynes reported that Authority staff have worked with SP Recycling to provide paper recycling at the schools and that SP is now working with the schools directly to continue the program in some form without any additional cost to the individual schools. She included that some schools have expressed an interest in single stream recycling and have available funds to cover the cost. Mrs. Hynes asserted that Authority staff feel that the program has been successful and that it will lead to increased recycling efforts in schools in the future.

Mrs. Hynes called the Boards' attention to page 30 of the agenda package. She noted that page 30 displays **Resolution 09-18**. This resolution will appropriate the EPA grant funds plus the portion collected from the schools to wrap up the project by the end of June 2009.

Chairman Phillips then opened the floor for a motion to approve **Resolution 09-18**. A motion was made by Mr. J. Burrell (M-New Kent), seconded by Mr. R. L. Dunn (M-Chesterfield) and carried that **Resolution 09-18** be approved as submitted.

### **Item No. 12: Consideration of Resolution 09-19: Amending the 2009 General Operating Fund Budget; Curbside Project Fund Budget; and the Municipal Solid Waste Fund Budget**

Mrs. Downey directed the Board's attention to page 33 of the agenda package. Mrs. Downey reported that the CVWMA staff has reviewed revenues and expenses by line item and have made some projections through the end of the fiscal year. Mrs. Downey went on to report that each line item has been compared to budget, and necessary transfers in excess of \$1,000 in the 2009 Operating Budget have been identified.

Continuing, Mrs. Downey reported that all transfers are between line items and are within total budget in the General Operating Fund, the Curbside Project Fund, and the Municipal Solid Waste Fund. There are no transfers in excess of \$1,000 in the Drop-off Fund and Other Special Project Funds.

## **General Operating Fund**

### ***VRS Retirement***

Proceeding, Mrs. Downey reported that a transfer \$6,250 in the VRS Retirement line item in the General Operating Fund Budget and \$3,200 in the Curbside Project Fund is requested. Mrs. Downey informed the Board that the contribution rates increased during the previous fiscal year and were not available when the budget was prepared.

### ***Computer Support***

Continuing, Mrs. Downey reported that in the General Operating Fund, a transfer of \$1,600 is requested in the Computer Support line item. A transfer into this line item is necessary due to a computer virus, which caused problems in the Authority's network. The transfer is also necessary to cover the cost of IP address changes needed when the Authority's new telephone system was installed.

### ***Promotion and Education***

Continuing, Mrs. Downey reported that in the General Operating Fund, a transfer of \$2,000 is requested in the Promotion and Educational line item. This transfer is necessary to cover the cost of advertising public hearings to revise the CVWMA's Articles of Incorporation and Bylaws.

## **Municipal Solid Waste Fund**

### ***Promotional Printing***

Mrs. Downey went on to report that in the Municipal Solid Waste Fund, a transfer of \$1,200 is necessary. This amount, which, will be placed in the Promotional Printing line item, is to cover the cost of stickers for refuse carts for bulk collection in Colonial Heights.

Mrs. Downey reported that funds have been budgeted in the Contingency and Reserves line item in each of these funds, which will cover most of the amounts needed for transfers. The balance needed for the General Fund will come from the Office Space Lease and the Health Insurance line item. Mrs. Downey noted that the excess amount in the Health Insurance line item is due to non-participation of one employee in the plan during the current fiscal year. She included that in the Office Space Lease line item, common area maintenance charges were less than budgeted.

### ***Administrative Transfers***

Closing, Mrs. Downey reported that all other budget shortfalls fall under the authority granted to the Executive Director and are reviewed by the CVWMA Audit Committee.

A motion was made by Mr. J. Fountain (A-Hopewell), seconded by Mr. W. E. Johnson, III (M-Chesterfield) and carried that **Resolution 09-19** be approved as submitted.

## **Item No. 13: Administrative**

### ***Holiday Schedule***

Mrs. Hynes announced that the CVWMA Administrative offices will be closed on Monday, May 25 in observance of *Memorial Day*. She noted that collection for the curbside recycling and the municipal solid waste collection services will be delayed one day through Saturday, June 30. The CVWMA Call Center will be working through Saturday to provide customer service to residents.

### ***Upcoming Meetings***

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

- Technical Advisory Committee                      June 4, 2009      9:00 am
- Executive Committee                                      June 8, 2009      2:00 pm
- Board of Directors – Richmond                      June 19, 2009      9:00 am

### **Old/New Business**

## **Item No. 14: Consideration of Resolution 09-20: Amending the CVWMA 2010 Operating Budget**

Mrs. Hynes directed the Board's attention to page 35 of the agenda package, which displays **Resolution 09-20**. She reminded the Board of previous discussions regarding amending the 2010 budget. She asserted that in December 2008, the Board adopted the 2010 operating budget with the exception of the 1.5 percent wage adjustment originally proposed. Mrs. Hynes went on to report that the wage adjustment was deferred to the May 15, 2009 Board of Directors' meeting for consideration.

Continuing, Mrs. Hynes reported that the CVWMA staff prepares the budget 9 months in advance of the beginning of the fiscal year so that it may be completed in time for the Board to review and adopt by the December 31 deadline. Mrs. Hynes included that during the time Authority staff is gathering information to include in the upcoming fiscal year budget, there are several unknowns, some of which does not end up being reality, hence resulting in budget transfers as previously discussed. Mrs. Hynes went on to comment that in regards to salaries, what Authority staff now knows is that its 13 member localities are not giving its personnel staff raises, cost of living adjustments or merit increases nor are many private entities.

Proceeding, Mrs. Hynes informed the Board that one of the increasing costs for Authority staff is health insurance. She asserted that health insurance premiums will increase up to 16.5 percent next year and that the Authority's current policy only covers monthly premium costs up to \$400. Mrs. Hynes noted that single rate is going up to \$466 and with or without a 1.5 percent wage adjustment, many of the CVWMA's employees would experience a decrease in their 'net' pay.

Continuing, Mrs. Hynes informed the Board that after her review of numbers, CVWMA staff recommended to the Executive Committee that in lieu of the 1.5 percent wage adjustment, the CVWMA cover the additional costs of health insurance premiums so that employees would not experience a net decrease in their paycheck. Mrs. Hynes noted that the Executive Committee endorsed the recommendation. She included that many of the Authority's localities are also experiencing increased health costs and have the same goals in mind when it comes to their employees. She noted that at least 10 of the 13 jurisdictions are picking up additional health premium costs. Mrs. Hynes asserted that by picking up the additional cost for health insurance, it will save the CVWMA about

\$8,370 in the 2010 operating budget factoring in regular and part time salaries, retirement and payroll taxes associated with the 1.5 percent wage adjustment.

Concluding, Mrs. Hynes commented that Authority staff feels like this is the most palatable solution for the CVWMA and its employees and staff recommends the Board's approval of **Resolution 09-20**.

A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. R. C. Whiteman (M-Henrico) and carried that **Resolution 09-20** be approved as submitted.

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 10:34 a.m. The motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mr. M. Kukoski (M-Richmond), and carried that the May 15 2009 Board of Directors' meeting be adjourned.



### **CERTIFICATE**

I, Marcia R. Phillips, Chairman of CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the May 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., June 19, 2009. Given under my hand and seal of the CVWMA this 19<sup>th</sup> day of June 2009.

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**Marcia R. Phillips, Chairman**

**RECOGNITION OF EMPLOYEES WITH 10 YEARS OF SERVICE**

We would like to recognize the following employees for serving the Central Virginia Waste Management Authority for 10 years:

**Stephanie Breaker, Customer Service Supervisor**

Stephanie began with the CVWMA June 21, 1999 with the inception of the call center. She served as a customer service representative until July 1, 2000 when she was promoted to Customer Service Supervisor. Stephanie supervises three staff engaged in providing customer service to the residents of the region, predominantly the curbside and MSW programs. She maintains a pulse on our programs and analyzes call volume and types of calls for reporting. She is a team player and has been instrumental in projecting a positive image of the CVWMA through our Call Center. She is an asset to the Authority.

**Dick Howe, Operations Technician – Part Time**

Dick began on May 26, 1999 as part time operations assistant. Dick works very closely with the Director of Operations on the administration and operation of the various CVWMA programs and services. Dick works in the field when necessary and prepares reports on CVWMA program activities. He responds to customer complaints and inquiries and works to resolve program related issues. He has established effective working relationships with the staff, locality staff and contractors. We appreciate Dick's professionalism and dedication to the Authority.

**Barbara Trimmer, Accounting Technician – Part Time**

Barbara began as Part Time Administrative Assistant on July 12, 1999 and her title was changed July 1, 2008 to Accounting Technician. Barbara serves as backup to our Administrative Assistant, answering phones, delivering faxes, processing incoming and outgoing mail and many other office duties. She also works under the direction of the Director of Administration and Finance in entering accounts payable, billing, general ledger entries and various other functions of financial reporting. She tracks and monitors contractor compliance with insurance and bonding requirements as well as reviewing monthly invoices from contractors. She too exemplifies professionalism and is an asset to the Authority.

**NOMINATING COMMITTEE REPORT**

*Election of Officers for 2009-2010*

The Nominating Committee presented a slate of officers at the Friday, May 15, 2009, Board meeting for the ensuing fiscal year. The following members have been nominated to serve as officers of the Central Virginia Waste Management Authority for fiscal year 2009-10 by recommendation of Mrs. M. Kelley (M-Henrico, Mr. J. H. Burrell (M-New Kent), and Mr. M. D. Benka (M-Richmond):

Chair	Mrs. Marcia R. Phillips (M-Chesterfield)
Vice-Chair	Mr. Mark Kukoski (M-Richmond)
Treasurer	Mr. Matthew D. Benka (M-Richmond)
Secretary	Mr. Elliot Danburg (M-Powhatan)
Director	Ms. Leigh Dunn (M-Goochland)
Immediate Past Chair	Mrs. Marcia E. Kelley (M-Henrico)

The elections will be held at the Friday, June 19, 2009, Board of Directors meeting, at which time, any Board member may make additional nominations.

The terms of the elected officers will begin July 1, 2009, with the installation process scheduled for the first regular meeting in the new fiscal year.

**CURBSIDE RECYCLING PROGRAM**

May curbside collections totaled 2,788 tons for the month, 7.4 percent below May 2008. Fiscal year-to-date collections now total 31,776 tons; 1.9 percent above the prior year's total. Set-outs remain consistent with prior years, 37.4 percent in May and 35.8 percent fiscal year-to-date. However, pounds per set-out are lower.

Missed collections for May were 450, up slightly from April as Tidewater Fibre has experienced some driver shortages. No penalties were assessed to Tidewater Fibre for May collections outside Contract parameters.

Calendar mailing to the 1,697 households in Hanover being added to the curbside recycling program in July will be sent out starting June 15. The first collection day for these new customers will be Thursday, July 9.

**MUNICIPAL SOLID WASTE (MSW) PROGRAM**

The month of May was another good month for Allied Waste/Republic. There were no penalties for missed collections in the month of May.

There were 93 misses during the month, which is slightly down from the 107 misses in April and significantly down from the 175 misses in May 2008.

**OPERATIONS AND PROGRAM STATISTICS**

*Events*

The County of Goochland held a Waste Tire collection event Saturday, May 30, at the County's Western Convenience Center and at the Fairgrounds. Two trailer loads of tires were collected during the event. On Saturday, June 6, Powhatan County held its Appliance Amnesty Day event at the Fairgrounds.

*Drop-Off Program*

Drop-off containers at Fire Station #8 located at Forest and Patterson in Henrico are scheduled for removal at the end of June as Henrico begins a reconstruction project of the fire station. This site is one of the busiest drop-off sites in the program and collects an average of 37 tons of recyclables per month. Several additional Henrico fire stations are slated for rebuilding in the near future, which will result in the closing of additional drop-off sites.

Goodwill Industries, after nearly 3 months, removed its trailer and returned the textile box to the Springfield Road Public Use Area. The trailer was staffed by Goodwill and averaged between 3 to 9 visitors a day, 21 visits less than needed to break even.

The Goodwill trailer located at the public use area on Charles City Road is doing well and will remain at the location.

*Program Statistics*

Program Statistics for May 2009 will be presented at the June 19 Board of Directors' meeting.

**TECHNICAL ADVISORY COMMITTEE (TAC) REPORT**

*Central Virginia Solid Waste Management Plan Update*

The Technical Advisory Committee (TAC) met in the CVWMA conference room on Thursday, June 4, 2009.

The primary topic of discussion at the meeting was the Central Virginia Solid Waste Management Plan and Recycling Regulations, 9VAC20-130 et seq, require 5-year reviews and updates of all Solid Waste Management Plan's. The Virginia Department of Environmental Quality (DEQ) notified the CVWMA, holder of the Plan for the Solid Waste Planning unit, that the five year anniversary of the Plan's approval is August 20, 2009 at which time the review will be due. The DEQ indicated that responses received by its office should indicate the following items have been 'maintained and updated':

- Waste generation estimates are current, both in quantities generated and composition
- The scheduled 20-year planning increments have been met
- The projected 20-year waste management capacity remains available or the projects designed to meet the required capacity are on schedule

CVWMA staff updated committee members on the status of the Plan's accuracy and validity at the 5-year mark. It was noted that over the first five years of the Plan four amendments have been submitted and approved by the DEQ for the Plan. These amendments in general updated or added Solid Waste Facility data. In addition, six letters of consistency (equivalent of a minor amendment with the latest revision to the Regulations) have been issued.

It was noted that the population estimate for 2010 included in the Plan is within 1.4 percent (15,000 people) of the current Weldon Cooper estimate for 2010 and that the 2020 estimate is within 3 percent (40,000 people) of the current estimate. Since the waste totals for the Plan were calculated from the population estimates and the EPA per capita generation figure, the original data used in the Plan for needs assessment and evaluation of disposal capacity are still valid. The Plan identified sufficient disposal capacity for the 20-year period and this assessment is still valid. As added insurance the Republic landfill in Cumberland, due to become operational within a year or so will make more Regional disposal capacity available.

CVWMA staff noted that it is anticipated that in the near future Major Plan Amendments will be required for the following:

- Petersburg Landfill: Sale and addition of a Transfer Station
- The East End Landfill (TEEL) additional cells
- Springfield Rd Landfill closure and construction of Transfer Station

CVWMA staff then reviewed the various Plan elements such as Plan goals, milestones, program descriptions, facility descriptions, solid waste and recycling infrastructure and needs and compared them to the current situation. It was noted that the Plan was still accurate and valid and that the results of the Recycling Rate Report for the Region over the first 5-years of the Plan spoke to the validity and effectiveness of the Plan.

CVWMA staff will submit a report to the DEQ prior to the August 20 deadline affirming that the necessary items have been ‘maintained and updated’ as specified by the Planning Regulations. Chairman Yob requested staff provide members with updated copies of the Plan to include all amendments.

Following the discussion of the Plan, staff updated the Committee on a glass beneficiation operation that is being set up at the Sustainability Park in Chester. Precision Recycling Industries of Virginia, LLC (PRIVA) expect to open the facility by late summer to use recycled glass to create a product to be used as an abrasive. This product is more environmentally friendly than the current material being utilized which is made from coal slag and is known as ‘Black Beauty’. The glass product currently being generated by TFC at their Chester MRF will have to be cleaned before it can be used by this new operation.

Mr. Bill Riggleman then updated the committee on Petersburg’s plans to sell their landfill. It is anticipated that the sale should be finalized shortly at which time more details will be forthcoming.

Staff informed the committee that a letter had been received from the DEQ informing us that the DEQ had accepted the CVWMA 2008 Recycling Rate Report and the 52.8 percent rate.

It was noted that the one-year term of Steve Yob a TAC chairman expired with this meeting and the committee overwhelmingly recommended that Mr. Yob continue as chair for a second term. The July TAC meeting that was scheduled for July 2 was cancelled. Mr. Yob informed members that the Quad State (Virginia, North Carolina, South Carolina and Tennessee) will be held August 3 – 6 in New Bern, North Carolina and encouraged TAC members to attend.

Meeting attendees included Steve Chidsey (Hanover), John Fountain (Hopewell), Howard Heltman (Chesterfield), David Sutton (Prince George), Bill Riggleman (Petersburg), David Lloyd (Goochland) and Steve Yob (Chairman, Henrico). Also in attendance was CVWMA staff (Kim Hynes, Nancy Drumheller, Bernie Harris and Reggie Thompson).

## **PUBLIC INFORMATION**

### ***Media Opportunity***

The basics for proper recycling in central Virginia will be the feature on NBC12's Go Green segment on Tuesday, June 9 during the 5 pm news. The CVWMA and Tidewater Fibre Corporation (TFC) Recycling staff was interviewed for the segment.

### ***Publications and Extra Container Stickers***

The final print copy of semi-annual Regional Waste Line was mailed out the first week of June. Future copies will be electronic. Both the Drop-Off and Electronic Recycling brochures have been updated and reprinted. Alternate locations for citizens to pick up extra container stickers include Henrico County lobby displays at both the Eastern and Western Government Centers as well as County libraries; Chesterfield County, Southern Convenience Center, Waste and Recovery Customer Service Area; and the Ambassador Desk in the lobby at Richmond City Hall.

### ***School Recycling Pilot Program***

The school recycling pilot program will end on June 22, 2009. At this time half of the 26 participating schools have made plans to continue recycling programs with SP or TFC Recycling for next school year.

A total of 210 tons of paper has been recycled as of May 2009. This has saved more than 3,570 trees, 5,040 gallons of gasoline, 1,470,000 gallons of water, and 97,230 gallons of oil!

### ***Call Center***

Call Center staff answered 3,418 inbound calls during the month. Of these calls 2,567 were related to curbside, 445 for MSW and 282 for general information. Top requested information items for mailing included extra container stickers and bi-weekly calendars.

### ***Outreach***

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

### **Meetings**

- Executive Roundtable
- Chesterfield County Curbside Advisory Committee
- SWANA Board Meeting
- Henrico Extension Leadership Council
- Media Interview- Channel 6

## Presentation & Publication Requests

Group	Number	Locality	Request	Type	Publications
Nuckols Farm Elem School	606	Henrico	Educational Materials	School	Activity Books & stickers
Reveille Weekday School	150	Richmond	Presentation	School	Activity Books & stickers and Mascot
Enon Elem. School	115	Chesterfield	Educational Materials	School	Activity Books & stickers
Lebanese Food Festival	20	regional	Educational Materials	Civic	Extra Container Stickers
Harvie Elem School	100	Henrico	Educational Materials	School	Activity Books, pencils, stickers, give-a-ways
Tuckahoe Elem School	650	Henrico	Educational Materials	School	Activity Books & stickers
Fort Clifton Festival *1,200 attended festival	100	Col. Heights	Booth	Civic	Publications, calendars, giveaways
Richmond Christian School	25	Richmond	Educational Materials	School	Activity Books & stickers
Hanover County Public Works	1,200	Hanover	Educational Materials	Government	Extra Container stickers
Dominion's Central VA Diversity Fair	1,500	regional	Educational Materials	Business	Publications, calendars, giveaways
Richmond Academy	25	Richmond	Educational Materials	School	Activity Books & pencils
Lakeside Farmer's Market * 100 attended the market	25	Henrico	Booth	Business	Publications, calendars, giveaways
TFC Recycling	100	regional	Educational Materials	Business	Extra Container Stickers
Paragon Three	20	Henrico	Booth	Business	Publications, calendars, giveaways
Channel 6		regional	Media Interview	Media	Household Hazardous Waste
Somerset Homeowner's Association	10	Hanover	Educational Materials	Civic	Extra Container Stickers
Julie Flournoy	1	Henrico	Educational Materials	Citizen	Menu of Services
Our Lady of Lourdes School	1	Henrico	Educational Materials	School	Activity Books, pencil & sticker
<b>Total, FY 08-09</b>	<b>37,305</b>				

## Waste Reduction News

The May monthly e-newsletter included Curbside E-Mail reminder, James River Regional Cleanup, E-cycling and CVWMA Commercial on YouTube articles.

## Website Statistics

	Visitors	Visits	Visit Length	E-mails
April 2009	4,203	6,692	4 min ,11 sec	383
<b>Total, FY 08-09</b>	<b>45,666</b>	<b>74,082</b>	--	<b>4,353</b>

## Top Pages

Homepage (4,625 visits) /[cvwma.com](http://cvwma.com)

Recycling Programs (1,735 visits)/[recycling\\_programs.wbp](http://recycling_programs.wbp).

Curbside Recycling (1,426 visits) /[recycling\\_programs/curbside\\_recycling.wbp](http://recycling_programs/curbside_recycling.wbp)

Electronics Recycling (1,023 visits)/[electronics\\_programs/electronics.wbp](http://electronics_programs/electronics.wbp)

## Emails

[customerservice@cvwma.com](mailto:customerservice@cvwma.com)- received/responded to **296 emails** for the month [info@cwwma.com](mailto:info@cwwma.com) – received/responded to **87 emails** for the month

## Curbside Recycling Email Reminder Subscribers

	Total Subscribed	Added	Removed
May 2009	6,623	647	34
<b>Total, FY 08-09</b>	<b>7,270</b>	<b>5,053</b>	<b>551</b>

## Event Recycling

Group	Date	Number of Containers	Locality
Maybeury Elem School Spring Fair	5/1-5/4, 2009	5	Henrico
Tuckahoe Middle School 50 <sup>th</sup> Anniversary	5/1-5/4, 2009	10	Henrico
Robius Elem School Whistlestop Carnival	5/1-5/4, 2009	6	Chesterfield
Goochland Relay for Life 5K	5/9 & 5/16, 2009	5	Goochland
Race for the Cure	5/9/2009	25	Richmond

## Event Recycling Continued

Dominion Central VA Diversity Fair	5/13/2009	25	Richmond
Rockett's Landing Triathlon	5/17/2009	8	Richmond
Autism Society 5K Walk/Run	5/23/09	10	Henrico
Power Kids Triathlon/Power Sprint Triathlon	5/30-5/31,2009	6	Henrico

**FINANCIAL REPORTS FOR MAY 2009**

The Financial Reports for May 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 loss of about \$5,900 for administration, operations and public information for the remainder of the fiscal year. All transfers approved at the May Board of Directors meeting have been incorporated in this month's financial reports.

An audit committee meeting is scheduled for June 25, 2009 at 10:00 a. m. with our auditor, Mr. John Montoro from Cherry Bekaert & Holland, to plan for this year's upcoming audit.

**Recommended Action:** Approval of the May 2009 Financial Reports

**Attachments**

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

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**Summary - All Funds**

	<u>Total Revenues</u>	<u>Total Expenses</u>	<u>Transfers In (Out)</u>	<u>Totals</u>
General Operating Fund	\$ 520,563	\$ 490,829	\$ -	\$ 29,734
Curbside Project Fund	4,708,363	4,720,087	-	(11,724)
Drop-Off Project Fund	566,888	571,031	-	(4,143)
Municipal Solid Waste Fund	3,243,576	3,255,379	-	(11,803)
CFC/HCFC	25,992	26,155	-	(163)
Special Waste Collections	129,962	131,242	-	(1,280)
Waste Tire Fund	43,612	43,927	-	(315)
Appliance and Scrap Metal Hauling	337,261	336,332	-	929
Yard Waste Projects	343,629	345,057	-	(1,428)
Waste Transfer & Disposal	<u>2,223,947</u>	<u>2,229,637</u>	<u>-</u>	<u>(5,690)</u>
<b><i>Totals</i></b>	<b><u>\$ 12,143,793</u></b>	<b><u>\$ 12,149,676</u></b>	<b><u>\$ -</u></b>	<b><u>\$ (5,883)</u></b>

<i>Capital Outlay:</i>	<u>Month to date</u>	<u>Year to date</u>	<u>Budget</u>	<u>Variance</u>
Computer equipment	\$ -	\$ 3,492	\$ 18,000	\$ 14,508
Office equipment	<u>-</u>	<u>24,731</u>	<u>28,000</u>	<u>\$ 3,269</u>
<b><i>Total Capital Outlay</i></b>	<b><u>\$ -</u></b>	<b><u>\$ 28,223</u></b>	<b><u>\$ 46,000</u></b>	<b><u>\$ 17,777</u></b>

**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July 2008 – May 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>
<b>Revenues:</b>					
Annual Gov't Assessments	\$ -	\$ 497,060	\$ 497,070	\$ (10)	0.0%
Material Sales Rebate	-	9	-	9	0.0%
Grants and Sponsorships	3,322	13,401	16,540	(3,139)	0.0%
Interest on Investments	154	6,601	35,000	(28,399)	-81.1%
Miscellaneous/Other	-	3,492	1,000	2,492	249.2%
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Total Revenues</b>	<u>3,476</u>	<u>520,563</u>	<u>549,610</u>	<u>(29,047)</u>	<u>-5.3%</u>
<b>Expenses:</b>					
Personnel services	27,883	296,049	322,740	26,691	8.3%
Fringe benefits	5,417	74,811	81,440	6,629	8.1%
Professional services	3,503	37,410	42,940	5,530	12.9%
Repairs and maintenance	69	1,668	2,175	507	23.3%
Advertising and promotions	75	5,727	8,250	2,523	30.6%
Materials and supplies	184	6,513	7,350	837	11.4%
Other services and charges	1,159	17,689	21,715	4,026	18.5%
Leases	2,634	32,588	38,000	5,412	14.2%
Depreciation	1,665	18,374	25,000	6,626	26.5%
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Total Expenses</b>	<u>42,589</u>	<u>490,829</u>	<u>549,610</u>	<u>58,781</u>	<u>10.7%</u>
<b>Transfers In (Out)</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Totals</b>	<u>\$ (39,113)</u>	<u>\$ 29,734</u>	<u>\$ -</u>	<u>\$ 29,734</u>	<u>-</u>
<b>Capital Outlay:</b>					
	<u>Month to Date</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>	
Computer equipment	\$ -	\$ 3,492	\$ 10,000	\$ 6,508	65.1%
Office equipment	-	5,362	7,000	\$ 1,638	23.4%
Vehicular equipment	-	-	-	\$ -	0.0%
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Total Capital Outlay</b>	<u>\$ -</u>	<u>\$ 8,854</u>	<u>\$ 17,000</u>	<u>\$ 8,146</u>	<u>41.7%</u>

**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July 2008 – May 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>
<b>Revenues:</b>					
Project Service Fees	\$ 380,939	\$ 4,223,328	\$ 4,550,000	\$ (326,672)	-7.2%
Public Relations Assessment	21,136	232,492	253,600	(21,108)	-8.3%
Customer Service Assessment	17,211	189,245	205,870	(16,625)	-8.1%
Contract Admin Costs	-	110	500	(390)	-78.0%
Materials Sales Rebate	(1,255)	49,254	15,000	34,254	228.4%
Interest on Investments	526	13,934	40,000	(26,066)	-65.2%
	<u>418,557</u>	<u>4,708,363</u>	<u>5,064,970</u>	<u>(356,607)</u>	<u>-7.0%</u>
<b>Total Revenues</b>					
<b>Expenses:</b>					
Personnel services	15,290	152,483	173,375	20,892	12.1%
Fringe benefits	4,287	45,915	51,750	5,835	11.3%
Professional services	150	39,380	50,790	11,410	22.5%
Repairs and maintenance	26	925	1,265	340	26.9%
Advertising and promotions	22,689	118,992	142,500	23,508	16.5%
Materials and supplies	127	4,039	4,210	171	4.1%
Other services and charges	655	65,411	71,730	6,319	8.8%
Leases	2,253	24,186	28,900	4,714	16.3%
Depreciation	701	8,487	11,200	2,713	24.2%
Contractual services	380,940	4,223,329	4,553,000	329,671	7.2%
Materials sales rebate	2	36,940	11,250	(25,690)	-228.4%
	<u>427,120</u>	<u>4,720,087</u>	<u>5,099,970</u>	<u>379,883</u>	<u>7.4%</u>
<b>Total Expenses</b>					
<b>Transfers In (Out)</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
<b>Totals</b>	<u>\$ (8,563)</u>	<u>\$ (11,724)</u>	<u>\$ (35,000)</u>	<u>\$ 23,276</u>	
<b>Capital Outlay:</b>					
Computer equipment	\$ -	\$ -	\$ 6,500	\$ 6,500	100.0%
Office equipment	-	12,105	13,500	\$ 1,395	10.3%
<b>Total Capital Outlay</b>	<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 – May 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>
<b>Revenues:</b>					
Project Service Fees	\$ 49,613	\$ 540,188	\$ 500,000	\$ 40,188	8.0%
Materials Sales Rebate	2,426	25,935	65,000	(39,065)	-60.1%
Interest on Investments	<u>27</u>	<u>765</u>	<u>5,500</u>	<u>(4,735)</u>	<u>-86.1%</u>
<b>Total Revenues</b>	<u>52,066</u>	<u>566,888</u>	<u>570,500</u>	<u>(3,612)</u>	<u>-0.6%</u>
<b>Expenses:</b>					
Personnel services	531	5,419	5,920	501	8.5%
Fringe benefits	124	1,330	1,310	(20)	-1.5%
Professional services	(17)	750	2,445	1,695	69.3%
Repairs and maintenance	3	39	50	11	22.0%
Advertising and promotions	1,324	3,928	8,000	4,072	50.9%
Materials and supplies	1	146	300	154	51.3%
Other services and charges	77	851	1,870	1,019	54.5%
Leases	107	1,093	1,855	762	41.1%
Contractual services	49,613	540,188	500,000	(40,188)	-8.0%
Materials sales rebate	<u>1,054</u>	<u>17,287</u>	<u>48,750</u>	<u>31,463</u>	<u>64.5%</u>
<b>Total Expenses</b>	<u>52,817</u>	<u>571,031</u>	<u>570,500</u>	<u>(531)</u>	<u>-0.1%</u>
<b>Transfers In (Out)</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
<b>Totals</b>	<u>\$ (751)</u>	<u>\$ (4,143)</u>	<u>\$ -</u>	<u>\$ (4,143)</u>	

**Central Virginia Waste Management Authority**  
**Statement of Revenues and Expenses – Budget and Actual**  
**July 2008 – May 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>
<b>Revenues:</b>					
Project Service Fees	\$ 297,716	\$ 3,209,694	\$ 3,565,000	\$ (355,306)	-10.0%
Customer Service Assessment	2,244	24,689	27,000	(2,311)	-8.6%
Contract Admin Costs	-	1,070	1,000	70	7.0%
Interest on Investments	197	8,123	25,000	(16,877)	-67.5%
<b>Total Revenues</b>	<u>300,157</u>	<u>3,243,576</u>	<u>3,618,000</u>	<u>(374,424)</u>	<u>-10.3%</u>
<b>Expenses:</b>					
Personnel services	2,132	22,295	24,775	2,480	10.0%
Fringe benefits	603	6,304	6,225	(79)	-1.3%
Professional services	86	5,053	6,420	1,367	21.3%
Repairs and maintenance	19	280	460	180	39.1%
Advertising and promotions	-	2,685	2,700	15	0.6%
Materials and supplies	32	1,138	1,335	197	14.8%
Other services and charges	280	3,094	3,600	506	14.1%
Leases	263	2,870	3,385	515	15.2%
Depreciation	212	1,967	4,100	2,133	52.0%
Contractual Services	297,715	3,209,693	3,565,000	355,307	10.0%
<b>Total Expenses</b>	<u>301,342</u>	<u>3,255,379</u>	<u>3,618,000</u>	<u>362,621</u>	<u>10.0%</u>
<b>Transfers In (Out)</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
<b>Totals</b>	<u>\$ (1,185)</u>	<u>\$ (11,803)</u>	<u>\$ -</u>	<u>\$ (11,803)</u>	
<b>Capital Outlay:</b>					
	<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%
<b>Total Capital Outlay</b>	<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 – May 2009**

**Other Special Projects**

	<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>
<b>Revenues:</b>					
Project Service Fees	\$ 246,027	\$ 2,748,233	\$ 3,960,000	\$ (1,211,767)	-30.6%
Materials Sales Rebate	17,544	350,706	119,000	231,706	194.7%
Interest on Investments	<u>166</u>	<u>5,464</u>	<u>16,750</u>	<u>(11,286)</u>	<u>-67.4%</u>
<b>Total Revenues</b>	<u>263,737</u>	<u>3,104,403</u>	<u>4,095,750</u>	<u>(991,347)</u>	<u>-24.2%</u>
<b>Expenses:</b>					
Personnel services	450	3,600	3,900	300	7.7%
Fringe benefits	34	275	300	25	8.3%
Professional services	52	5,562	6,400	838	13.1%
Repairs and maintenance	22	317	525	208	39.6%
Advertising and promotions	576	2,614	5,500	2,886	52.5%
Materials and supplies	8	1,113	1,115	2	0.2%
Other services and charges	95	1,045	1,205	160	13.3%
Contractual services	246,026	2,748,220	3,960,000	1,211,780	30.6%
Materials sales rebate	<u>17,305</u>	<u>349,604</u>	<u>116,720</u>	<u>(232,884)</u>	<u>-199.5%</u>
<b>Total Expenses</b>	<u>264,568</u>	<u>3,112,350</u>	<u>4,095,665</u>	<u>983,315</u>	<u>24.0%</u>
<b>Transfers In (Out)</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
<b>Totals</b>	<u>\$ (831)</u>	<u>\$ (7,947)</u>	<u>\$ 85</u>	<u>\$ (8,032)</u>	

**ADMINISTRATIVE**

***Holiday Schedule***

CVWMA administrative offices will be closed on Friday, July 3 in observance of Independence Day, Saturday July 4. Curbside Recycling and Municipal Solid Waste Collection services will be provided on regularly scheduled days.

***Summer Meeting Schedule***

The Central Virginia Waste Management Authority Board meeting schedule adopted on December 12, 2008 provides for the cancellation of the July 2009 Board meeting. The next regular scheduled Board of Directors' meeting will be on August 21, 2009 in Richmond. The CVWMA staff will send out a reminder and an update on current activities in July. The Executive Committee will meet as scheduled on July 6, 2009. The July 2, 2009 Technical Advisory Committee (TAC) meeting too has been cancelled.