



**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING AGENDA
SEPTEMBER 19, 2008
2104 W. LABURNUM AVENUE
RICHMOND, VIRGINIA**

CALL TO ORDER

9:00 a. m.

CHAIRMAN'S AGENDA

CERTIFICATION OF QUORUM

ITEM NO.	Page(s)
1. Public Comment Period	
2. Minutes of the Regular Meeting of June 20, 2008	3 - 13
3. Installation of Officers	14
4. Public Hearing – Consideration of Revising the Central Virginia Waste Management Authority's Articles of Incorporation	15
5. Chairman's Report Consideration of Resolution 09-01 : Updating Check Signing Authority	16

STAFF AGENDA

ITEM NO.	
6. 2008 Comprehensive Annual Financial Report	17
7. Curbside Recycling Program	18
8. Consideration of Resolution 09-02 : Extending the Contract for Lead-Acid Battery Collection and Recycling Services	19 - 20
9. Consideration of Resolution 09-03 : Extending the Contract for Leaf Composting Services with Mark A. Landa (Walthall Berries and More)	21 - 22
10. Municipal Solid Waste (MSW) Program	23
11. Operations and Program Statistics	23



12.	Public Information	24 - 26
13.	Consideration of Resolution 09-04: Affirmation of Authorization to Pick-up the Employee's Contribution to the Virginia Retirement System (VRS)	27 - 29
14.	Financial Reports for August 2008	30 - 36
15	Joint Legislative Audit Review Commission (JLARC) - Study on Waste Minimization and Recycling in Virginia	37
16.	Administrative	38

OLD/NEW BUSINESS

ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF JUNE 20, 2008

The minutes of the regular Board of Directors meeting held June 20, 2008 are presented for your consideration and approval.

Recommended Action: Approve minutes.

Attachment

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING
JUNE 20, 2008
MINUTES
2104 W. LABURNUM AVENUE
RICHMOND, VIRGINIA**

MEMBERS/ALTERNATES PRESENT

Voting:

Marcia E. Kelley (M-Henrico), Chair
Marcia R. Phillips (M-Chesterfield), Vice-Chair
William G. Kuthy (M-Prince George), Treasurer
Robert L. Dunn (M-Chesterfield), Immediate Past Chair
Donnie Tolley (M-Ashland)
Jack Miniclier (M-Charles City)
Richard D. Harvey, Sr. (M-Goochland)
Steve Chidsey (M-Hanover)
Gentry Bell (M-Henrico)
John Fountain (A-Hopewell)
James H. Burrell (M-New Kent)
Michael D. Briddell (M-Petersburg)
Matthew D. Benka (M-Richmond)

MEMBERS/ALTERNATES NOT PRESENT

Elliot Danburg (M-Powhatan), Secretary
Mark Kukoski (M-Richmond), Director
Michael A. Davis (A-Ashland)
John T. Bragg (A-Charles City)
William H. Howell (M-Chesterfield)
William E. Johnson, III (A-Chesterfield)
Charles Dane (A-Chesterfield)
Barry E. Matthews (A-Chesterfield)
Richard A. Anzolut, Jr. (M-Colonial Heights)
William E. Henley (A-Colonial Heights)
Paul E. Drumwright (A-Goochland)
Robert Setliff (M-Hanover)
Michael Flagg (A-Hanover)
Steve Herzog (A-Hanover)
Robert Whiteman (M-Henrico)
Arthur D. Petrini (A-Henrico)
William I. Mawyer, Jr. (A-Henrico)
Phillip E. Elliott (M-Hopewell)
James Tacosa (A-New Kent)
Christopher Rapp (A-Powhatan)

Non Voting:

William Riggelman (A-Petersburg)
Steve J. 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

Guest

With a quorum in attendance, Chairman M. E. Kelley (M-Henrico) called the meeting to order at 9:00 a.m.

CHAIRMAN’S AGENDA

Item No. 1: Public Comment Period

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

Item No. 2: Minutes of the Regular Meeting of May 16, 2008

A motion was made by Mr. R. L. Dunn (M-Chesterfield), Immediate Past Chair, seconded by Mr. D. Tolley (M-Ashland), and carried that the minutes of the May 16, 2008 Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting be approved as submitted.

Item No. 3: Chairman’s Report

Chairman Kelley reported that she and Mrs. K. A. Hynes, CVWMA Executive Director, have spent the last several months meeting with the Chief Administrative Officer for each of the Authority’s 13-member localities. Chairman Kelley went on to report that the meetings provided the opportunity to discuss CVWMA programs and gain feedback and suggestions for program improvements.

Continuing, Chairman Kelley informed the Board that communicating on a regular basis with the Chief Administrative Officer for each locality provides the opportunity to discuss CVWMA programs and issues of mutual concern. She informed the Board that Authority staff would arrange to have regular meetings with governing bodies of member jurisdictions to raise important issues and receive input on the effectiveness of CVWMA programs.

Concluding, Chairman Kelley informed the Board that Mrs. Hynes provided administrative officers an overview of CVWMA programs in which their respective jurisdiction participated along with statistical and tonnage information. Chairman Kelley commented that the Board is fortunate to have a director who reports regularly to the Board on key issues, decisions and recommendations regarding the Authority. She added that she has full confidence in Mrs. Hynes ability to lead the CVWMA effectively.

Item No. 4: Nominating Committee Report

Election of Officers for 2008-2009

Chairman Kelley turned the floor over to Mr. R. L. Dunn (M-Chesterfield), to present the Nominating Committee Report.

Mr. Dunn reported that the Nominating Committee presented a slate of officers at the Friday, May 16, 2008 Board of Directors meeting for the ensuing fiscal year. He announced that the following members have been nominated to serve as officers of the CVWMA Board of Directors for fiscal year 2008-09:

Chairman	Mrs. Marcia R. Phillips	County of Chesterfield
Vice-Chairman	Mr. Gentry Bell	County of Henrico
Treasurer	Mr. William G. Kuthy	County of Prince George
Secretary	Mr. Elliot Danburg	County of Powhatan

Director Mr. Mark Kukoski City of Richmond
Immediate Past Chair Mrs. Marcia E. Kelley County of Henrico

With no further nominations from the floor, a motion was made by Mr. J. H. Burrell (M-New Kent), seconded by Richard D. Harvey, Sr. (M-Goochland), and carried to close the nominations. A motion was by Mr. J. H. Burrell (M-New Kent), seconded by Richard D. Harvey, Sr. (M-Goochland), and carried to elect the slate of officers, as presented for fiscal year 2008-09.

Item No. 5: Bylaws Review Committee Report

Consideration of Transmitting Concurrent Resolution

Chairman Kelley reported that the Bylaws Review Committee has spent the last several months reviewing and evaluating the CVWMA Bylaws and Articles of Incorporation (Articles). She added that the function of well-written Articles and Bylaws should be to provide a guide for maintaining good standing under the law. Chairman Kelley then turned the floor over to Mrs. K. A. Hynes.

Mrs. K. A. Hynes reported that the Bylaws Review Committee was formed in February 2007 to review and ensure CVWMA Articles and Bylaws are in compliance with state law and reflect the Authority's actual practices. Mrs. Hynes went on to report that the Committee has consulted with the Authority's legal counsel to ensure proposed changes are consistent with state statute. In the process, the committee has also held several meetings to discuss and review these documents.

Continuing, Mrs. Hynes directed the Board's attention to page 17 of the agenda package, which includes the following summary of proposed revisions recommended by the committee:

- Keep Board membership consistent;
- Encourage localities to appoint alternate representation in the absence of a Member;
- Update administrative items and bring documents in accordance with statute and federal law and update to current practices.

Mrs. Hynes reported that the Authority has a twenty member Board based on population. She added that the equitable representation is something the Authority would like to maintain. Mrs. Hynes went on to report that the Committee has proposed to strengthen the language for localities to appoint an alternate for each member so that they are adequately represented.

Proceeding, Mrs. Hynes reported that recommended revisions were presented to the Board on its June 15, 2007 meeting. She added that subsequent to the Board's June meeting, CVWMA's Bylaws Review Committee held a meeting to discuss revisions to CVWMA's Bylaws and Articles and included legal counsel.

Mrs. Hynes reminded the Board that under the Virginia Water and Waste Authorities Act, it is necessary that each member locality ratify the revised Articles by approving a concurrent resolution. She added that each locality must in addition give public notice and conduct its own public hearing on the matter.

Mrs. Hynes informed the Board that Authority staff will schedule a public hearing in the upcoming months and would like to forward to the member jurisdictions, correspondence defining the process by which revisions to the Articles should be approved. She added that this information will include a copy of the resolution shown on page 18 of the agenda package. Mrs. Hynes noted that suggestions have been made to place a single advertisement in the *Richmond Times-Dispatch* avoiding the need for each locality to place separate notices about their respective public hearings.

Mr. J. Fountain (A-Hopewell) referring to the added language to the Bylaws, asked if it was required that alternate representatives be a resident of the locality in which they represent. Mrs. Hynes responded no, that the language applies to Member representatives.

Chairman Kelley directed the Board's attention to pages 16-19 of the agenda package. She asked Board's approval to transmit to each member jurisdiction for consideration, the resolution stating the underlying purpose; revised Articles; summary sheet of revisions to the Articles and Bylaws; and letter outlining the public hearing process.

A motion was made by Mr. R. L. Dunn (M-Chesterfield) Immediate Past Chair, seconded by Mr. J. H. Burrell (M-New Kent), and carried to transmit to member localities the concurrent resolution, revised Articles, summary of revisions to Articles, and letter outlining the process to member localities for consideration.

STAFF AGENDA

Item No. 6: Consideration of Resolution 08-14: Amending the Contract for Collecting, Transporting and Processing Used Electronic Equipment

Mrs. Hynes reported that the Collection, Transporting and Processing Used Electronic Equipment contract between the Central Virginia Waste Management Authority (CVWMA) and Supreme Computer and Electronic Recycling, Inc. and its Virginia subsidiary, Advanced Technologies, Inc. was executed for the five-year period beginning April 1, 2007.

Continuing, Mrs. Hynes reported that since the execution of the contract, the contractor has conducted twenty eCycling events for the CVWMA. In addition to conducting events to collect eWaste, the contract provided for the contractor to provide 20-foot ground level containers for ongoing collection of eWaste at sites such as convenience centers as identified by participating member jurisdictions. Mrs. Hynes noted that to date, the Counties of Hanover and Prince George have utilized this aspect of the contract and have collected approximately 157,000 pounds of eWaste year-to-date at their convenience centers. Mrs. Hynes went on to report that Authority staff has received requests from the contractor and several participating member jurisdictions to amend the contract to provide an option to utilize 45', 48' or 53' over the road trailers at ongoing collection sites for \$1,500 per pull. Mrs. Hynes noted that the rate for the current 20-foot container is \$800 per pull. She added that the ground level containers are easier to load than the larger containers, but the trailers will prove to be more cost effective.

Mrs. Hynes reported that the contract also provides for the collection of Compact Fluorescent Light Bulbs (CFL) by the contractor at events and at their facility. She informed the Board that added contract amendments will include an additional option for the collection of CFLs. The contractor will provide collection boxes for CFLs to be used at staffed sites. Mrs. Hynes went on to report that the boxes hold approximately 105 CFLs and include a plastic liner bag to seal the CFLs in and a pre-paid shipping label. The contractor currently administers a program where boxes can be purchased for \$69.95 to include shipping and handling. Mrs. Hynes informed the Board that the Authority was

offered a rate of \$49.95 for its regional programs. She noted that this provides an alternative option for localities to utilize.

Mrs. Hynes directed the Board's attention to page 21 of the agenda package, which displays **Resolution 08-14**. This resolution will authorize the Executive Director to execute an addendum to the contract for Collecting, Transporting and Processing Used Electronic Equipment with Supreme Computer & Electronic Recycling, Inc. and its Virginia subsidiary, Advanced Technologies Inc. Special Project Service Agreements would be developed between CVWMA and the member jurisdictions interested in these services.

Mr. S. Chidsey (M-Hanover) asked if the contract included language regarding costs in which Supreme Computer and Electronic Recycling, Inc. would charge for CFL's from citizens during recycling events. Mrs. Hynes responded affirmatively.

Chairman Kelley then opened the floor for a motion to approve **Resolution 08-14**. A motion was made by Mrs. M. R. Phillips (M-Chesterfield) Vice-Chair, seconded by Mr. G. Bell (M-Henrico), and carried that **Resolution 08-14** be approved as submitted.

Item No. 8: Consideration of Resolution 08-15: Amending the Transfer and Disposal Service Contract between CVWMA, Waste Management of Virginia, Inc., and the County of New Kent

Mrs. Hynes presented **Resolution 08-15** on behalf of Mr. Harris, CVWMA Director of Operations. Mrs. Hynes reported that Central Virginia Waste Management Authority (CVWMA), County of New Kent, and Waste Management of Virginia, Inc. desire to amend the Solid Waste Transfer and Disposal Service contract and service agreement. The County of New Kent has identified the need for an additional compactor at the Route 618 Convenience Center to better meet the needs of County residents. She added that the Route 618 Convenience Center is the largest of the four sites with nearly 50% of the MSW tonnage collected at at this location.

Continuing, Mrs. Hynes reported that during busy periods, residents are throwing trash into open-top trailers rather utilizing the existing compactors. This has resulted in additional pulls to landfills and an added expense for the County. Mrs. Hynes went on to report that Waste Management has provided a cost of \$700 for compactor use, fabrication, installation and ongoing service and maintenance.

Mrs. Hynes directed the Board's attention to page 23 of the agenda package, which displays **Resolution 08-15** which would authorize the Executive Director to execute an addendum to the Solid Waste Transfer and Disposal Service contract and service agreement to reflect a revised fee schedule to accommodate the additional compactor at the New Kent Route 618 Convenience Center.

Mr. J. Fountain (A-Hopewell) asked if the matter could have been resolved without the involvement of the Board. Mrs. Hynes responded that in the past, the Authority's process has been to present any contract amendments to the Board for consideration since the Board awards the contracts. She added that she will check with legal counsel for future contract amendments.

Chairman Kelley then opened the floor for a motion to approve **Resolution 08-15**. A motion was made by Mr. R. L. Dunn (M-Chesterfield), Immediate Past Chair, seconded by Mrs. M. R. Phillips (M-Chesterfield), and carried that **Resolution 08-15** be approved as submitted.

Item No. 8: Curbside Recycling Program

Mrs. Hynes reported that Tidewater Fibre Corporation (TFC) collected 3,011 tons during the month of May. She noted that this is the second month in a row that collections have exceeded 3,000 tons. Mrs. Hynes went on to report that through the eleven months of fiscal year 2007-08, collections are on target to significantly surpass the previous fiscal year total of 32, 248 tons. She noted that collected totals are up 5.2% over this time last year.

Continuing, Mrs. Hynes reported that missed collections were low during the month of May. There were no penalties assessed for collections outside contract parameters in May. Mrs. Hynes went on to report that the paper markets remain robust fueled by the demand in China. She informed the Board that the Authority received in excess of \$20,000 in May for its portion of the revenue share in the contract bringing the total amount to \$183,000 for the current fiscal year. Mrs. Hynes went on to report that as a result of the increased revenue from mixed paper, the cost per ton is \$134, on average down \$8 from the previous fiscal year.

Concluding, Mrs. Hynes reported that Hanover County will begin participating in the program in July with its first collection day starting on a blue Thursday in two subdivisions. The effective start date for collection will be on Thursday, July 10th. In preparation for the July addition of 1,031 households to the curbside program the County sold bins and provided program information to the participating residents at the Milestone subdivision Saturday morning June 7th.

Proceeding, Mrs. Hynes reported that CVWMA staff provided residents with brochures, stickers, and post cards with detailed information. Residents of the two subdivisions were also mailed a curbside recycling calendar. Concluding, Mrs. Hynes informed the Board that Mr. Steve Chidsey (M-Hanover) was interviewed by Channel 12 News informing the public of Hanover County's involvement in the program and praised those residents in the two subdivisions for getting involved and making it happen.

Mr. J. H. Burrell (M-New Kent) asked what residents of the County are being charged for bins. Mrs. Hynes responded \$11.25 for a 24-gallon container.

Item No. 9: Municipal Solid Waste (MSW) Program

Mr. R. Thompson, Operations Technician, reported that missed collections were at 175 for May, down slightly from the 181 in April. Mr. Thompson went on to report that Allied Waste was assessed a penalty for \$1,090 for the month. He noted that some causes were due to persistent misses and late collections, but the bulk of the cause was due to failure to respond to cart requests in a timely manner.

Item No. 10: Operations and Program Statistics

Mr. Thompson reported that Goodwill delivered a textile box to Henrico County's Charles City Road public use area during the last week of May. Mr. Thompson went on to report that the County will also add a Goodwill textile box to their Springfield Road public use area once renovations to the location have been completed.

Continuing, Mr. Thompson reported that to accommodate the increase in drop-off recycling traffic at their Government Complex, the County of Prince George has removed the dual bin at the Government Complex and has replaced it with one Paper only and one Co-mix only container, which will be emptied three times a week. The drop-off recycling program now has 66 containers

throughout the CVWMA region. Mr. Thompson added that the City of Richmond has collected 1,100 gallons of Category 1 materials at its household hazardous waste collection site since it opened.

Program Statistics

Mr. R. Thompson, reported that in October of fiscal year 2008, the Drop-off Program exceeded 500 tons in collected materials in a month since the inception of the program. Mr. Thompson added that the month of May has turned out to be another record setting month, as the Drop-off Program exceeded 600 tons collected for the first time.

Proceeding, Mr. Thompson reported that the drop-off tonnage for the month of May, 619 tons, is a 36.3% increase from the May 2007 total. Mr. Thompson went on to report that 232 tons of commix was collected in May exceeding over 200 for the first time.

Concluding, Mr. Thompson reported that the record total for mixed paper collection totaled 276 tons for the month of May. He added that that fiscal year-to-date drop-off tonnage, 5,637 tons, is up 14.4% over the previous year's tonnage total and that for the first time, the drop-off program is expected to exceed 6,000 tons for the year.

Item No. 11: Technical Advisory Committee Report

Mrs. Hynes reported that in lieu of a meeting in June the TAC took a trip on June 5 to the East End Landfill to see the CDD recycling operation. Mrs. Hynes informed the Board that the East End Landfill is a CDD landfill on Darbytown Road in eastern Henrico and was formerly known as the Simons Hauling Landfill and the S.B. Cox Darbytown Road Landfill. Mathew Appelget, the President of Waste Associates Holdings, LLC, which is the parent company of both East End Landfill and Container First Services, CVWMA's drop-off hauling contractor, purchased these landfills several years ago. Mrs. Hynes went on to report that during the previous years, any materials brought into the facility was landfilled. The company is now recycling almost 50% of all material that come into the facility.

Moving on, Mrs. Hynes informed the Board that four participants were shown a slide presentation overview of the landfill recycling operations. The tour included information on the landfill design and construction process being utilized for the cell currently under construction at the site. Four participants were also informed that the facility accepts old tires that are ground and used as part of the drainage layer in the landfill. Mrs. Hynes went on to report that among other items being recycled on the site is wood waste which is ground and turned into a bio fuel for boilers and the dirt and fines from the wood grinding operation which is being sold as a top soil product. Wood from site clearing or Green Waste is primarily used in this process.

Continuing, Mrs. Hynes informed the Board that for mixed loads of demolition and deconstruction waste, segregation is done at the landfill to separate ferrous and non-ferrous metals, fiber, wood waste and heavy materials such as concrete, brick and cinderblocks for recycling. The heavy materials are crushed, removing the ferrous material from the concrete and creating a reusable aggregate material in several sizes. The ferrous, non-ferrous and fiber products are being sold to the individual commodity markets.

Concluding, Mrs. Hynes reported that in addition to the equipment currently being utilized to segregate the materials, the company purchased additional equipment to increase the amount of material being removed from the waste stream for recycling.

Item No. 12: Public Information

Mrs. Nancy Drumheller, Public Information Coordinator, reported that 13 schools are participating in the School Recycling Pilot Program. Over 25 tons of paper have been recycled from September 2007 through May 2008. Mrs. Drumheller went on to report that prior to participation from schools in the waste reduction program, paper waste was sent to landfills.

Continuing, Mrs. Drumheller reported that the U.S. Environmental Protection Agency (EPA) is pleased with the performance of the program to date and with the schools participation and efforts in paper waste reduction. Mrs. Drumheller informed the Board that program information will be posted on the CVWMA website and that Authority staff will transmit monthly newsletters and quarterly reports to the EPA regarding program updates.

Mrs. Drumheller reported that the Authority's animated online curbside ad in the Community News section of inRich.com, the *Richmond Times-Dispatch* website, has been very successful. More than 2 million viewers from the 8 million recorded impressions to the inRich.com homepage have viewed the ad, now running two months. Mrs. Drumheller informed the Board that promotional advertisement costs were less expensive than the cost of running a single ad in the Metro section of the *Times-Dispatch*. She went on to state that the call volume to the Authority's Call Center has steadily increased since the advertisement and that current bin requests for the month of June were 905.

Continuing, Mrs. Drumheller reported that the Authority was featured on *Virginia This Morning* television program on May 7 and 22. She went on to report that Mrs. Hynes did a taped segment for HCTV, Henrico County Television-Channel 17, which aired several times during the Memorial Day week. Mrs. Drumheller shared the tapings with members of the Board.

Concluding, Mrs. Drumheller reported that the Authority endeavors to find new ways to encourage citizens to recycle. She noted that some suggestions have included adding education-based videos on the CVWMA website. Mrs. Drumheller informed Board members that they could contact her if they had copies of taped television programs or news segments on recycling efforts in their jurisdiction they would like to share or be considered for future viewing on the Authority's website.

Outreach

Mrs. Drumheller indicated that on pages 28-30 of the agenda package, the Board would find outreach, website statistical information, and curbside recycling e-mail reminder subscriber information.

Item No. 13: Consideration of Resolution 08-16: Awarding a Contract for Telephone/Voicemail System

Mrs. Hynes reported that the CVWMA included funds in the 2009 fiscal year budget to upgrade its current telephone and voicemail system. She informed the Board that a more reliable and modern telephone system is necessary as the Authority's current system is 10-years old and antiquated. Mrs. Hynes went on to report that the CVWMA released a Request for Proposals (RFP) on Monday, May 12, 2008. The RFP was forwarded to over 16 local vendors, with a return deadline of June 11. Mrs. Hynes added that the RFP was advertised in the *Richmond Times-Dispatch* and on the Authority's website.

Continuing, Mrs. Hynes reported that she and Mrs. N. Downey, Director of Administration and Finance analyzed the expertise and experience of the offerors as well as the capabilities and functionalities of the systems proposed for the CVWMA. Two firms were selected for interview. Based on the evaluation criteria and the interview, FTG, Inc. (Farmstead Telephone Group) was selected. Farmstead Telephone Group, an Avaya business partner, provides integrated voice, network and data solutions. Mrs. Hynes informed the Board that the company recommends the Authority go with the Avaya IP Office telephone/voicemail system and noted that costs fall under the Authority's budgeted amount.

Proceeding, Mrs. Hynes reported that the recommended system would better meet business efficiency and the Authority's service needs. In addition, Farmstead would assist the Authority in marketing the old system for use by another organization. She went on to report that during preparation of the June Board package, the selection for a reputable manufacturer and distributor of communication server and telephone system had not yet been made. Mrs. Hynes directed the Board's attention to an updated report and **Resolution 08-16**, which was placed at each seat. She informed the Board that the Authority would like to begin implementation of the new telephone system in the upcoming month.

Mrs. Hynes presented **Resolution 08-16**: authorizing the Executive Director to enter into a contract for purchase, installation and maintenance of the Avaya IP Office telephone/voicemail system with Farmstead Telephone Group.

Mr. W. G. Kuthy (M-Prince George) asked what the purchase cost for the new system was. Mrs. Hynes responded a little over \$23,000, which would be further reduced by any credit the Authority received from the sale of the old telephone equipment.

Mr. J. Miniclier (M-Charles City) asked if the Authority's current system has a voice over IP system and what type of savings were offered with the new system. Mrs. Hynes responded that the Authority's conversion from an analog to a digital system would provide better service therefore the CVWMA may incur some savings on reconfiguring the phone system. Mrs. Hynes went on to comment that the voice over IP is beneficial to larger organizations with multiple sites because it eliminates companies having to pay long distance charges through the use internet communications. She noted that the new system would have IP capability should the Authority desire to utilize the system in the future.

Chairman Kelley then opened the floor for a motion to approve **Resolution 08-16**. A motion was made by Mr. R. L. Dunn (M-Chesterfield) Immediate Past Chair, seconded by Mrs. M. R. Phillips (M-Chesterfield), Vice-Chair, and carried that **Resolution 08-16** be approved as submitted.

Item No. 14: Financial Reports for May 2008

Mrs. N. Downey, Director of Administration and Finance, directed the Board's attention to pages 32 -38 of the agenda package, which displayed the Financial Reports for May 2008. She informed the Board that the financial activity is consistent with previous months and the Authority continues to remain within total budget in all funds as of May 31, 2008. The CVWMA has a combined net income of over \$133,000 year-to-date. All transfers approved at the May Board of Directors meeting have been incorporated in this month's financial reports.

Closing, Mrs. Downey noted that remaining funds under capital outlay shown on page 33 of the agenda package will be used toward the purchase of a new office photocopier and remote deposit

system. The copier will include enhanced features and the remote deposit system will enable the CVWMA to make deposits remotely and eliminate the need to go to the bank each day.

With no questions or comments from the floor a motion was made by Mr. M. D. Briddell (M-Petersburg), seconded by Mr. J. H. Burrell (M-New Kent), and carried that the Financial Reports for May 2008 be approved as submitted.

Item No. 15: Administrative

Mrs. Hynes announced that the CVWMA administrative offices will be closed on Friday, July 4, 2008, in observance of Independence Day. She added that this will be a sliding holiday for CVWMA programs and that the Call Center would be fully staffed, on that Saturday, to handle residential recycling and solid waste collection calls.

July Board Meeting Cancellation

Mrs. Hynes noted that the regularly scheduled Board meeting for Friday, July 18, 2008, was canceled with the adoption of the 2008 meeting calendar. She informed the Board that members would be mailed a reminder notice of cancellation with Authority information and program updates.

Upcoming Meetings

The following meetings are scheduled for the upcoming month:

Technical Advisory Committee (TAC)	July 3, 2008	Cancelled.
Executive Committee	July 7, 2008	9:00 a.m.
Executive Committee	August 4, 2008	9:00 a.m.
Technical Advisory Committee (TAC)	August 7, 2008	9:00 a.m.
Board of Directors (Richmond)	August 15, 2008	9:00 a.m.

Old/New Business

Chairman Kelley 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 Kelley opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 9:52 a.m. The motion was made by Mr. R. D. Harvey, Sr. (M-Goochland), seconded by Mr. J. H. Burrell (M-New Kent), and carried that the June 20, 2008 Board of Directors' meeting be adjourned.



CERTIFICATE

I, Marcia R. Phillips, Vice-Chairman of CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the May 16, 2008 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 20, 2008. Given under my hand and seal of the CVWMA this 20th day of June 2008.

Marcia R. Phillips, Vice-Chairman

INSTALLATION OF OFFICERS

The officers for the 2008-09 fiscal year were elected at the regular meeting of the Board of Directors on June 20, 2008. The officers will be sworn in at the September 19, 2008 meeting.

**CHAIRMAN'S AGENDA
ITEM NO. 4**

PUBLIC HEARING - CONSIDERATION OF REVISING THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY'S ARTICLES OF INCORPORATION

The CVWMA will hold a public hearing for the consideration of amendments to the CVWMA's Articles of Incorporation at the September 19, 2008 regular Board meeting. Any comments received will be considered and provided to each member locality. A summary of the proposed revisions to the Authority Articles of Incorporation are as follows:

Principal Office: Updated address to 2100 W. Laburnum Avenue, Suite 105.

Virginia Code Section: Revised Virginia Code Section to include the corrected Act and Code Section under which the Authority was formed: Virginia Water and Waste Authorities Act; Chapter 51 of Title 15.2.

Alternate Members to the Board: In an effort to encourage localities to appoint alternate members to the Board, it is proposed to change the language to read that each locality 'shall' in place of 'may' appoint an alternate for each member.

Number of Board Members: In an effort to keep the membership and makeup of the Board in tact, it is proposed to adjust the population basis used for determining the number of Board members from each member locality. The population basis for determining Board members will change from [1 member for 0-50,000; 2 members 50,001-100,000; and 3 members 100,000+] to:

0 - 75,000	1 member
75,001 - 150,000	2 members
150,001+	3 members

RESOLUTION 09-01

A resolution updating authorized signature authority, in accordance with the Bylaws of the Central Virginia Waste Management Authority (CVWMA), for disbursement checks and other disbursements.

WHEREAS, the Executive Officers of the CVWMA, duly recognized as the Chairman, Vice-Chairman, Secretary, and Treasurer, have authorization to sign checks, vouchers and other instruments of payment used to conduct the general business of the CVWMA; and

WHEREAS, the following Officers are, until succeeded by subsequent resolution, authorized to sign checks and other disbursements:

Mrs. Marcia R. Phillips, Chairman
Mr. Gentry Bell, Vice-Chairman
Mr. Elliott Danburg, Secretary
Mr. William G. Kuthy, Treasurer

WHEREAS, the Executive Director named herein shall remain as signer on all checks and other disbursements of the CVWMA:

Mrs. Kimberly A. Hynes, Executive Director

THEREFORE BE IT RESOLVED, that this resolution shall update the signature authority on the Central Virginia Waste Management Authority checking account. This resolution shall be in full force and effect upon its passage.

Adopted this 19th day of September, 2008

Attest: _____
Marcia R. Phillips, Chairman

2008 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

The 2008 CAFR is complete and an audit committee meeting is scheduled for Monday, September 15th to discuss the results of the audit. The CAFR will be presented to the Board at their meeting on Friday, September 19th and upon approval will be submitted to the Virginia Auditor of Public Accounts by the September 30th deadline. A PowerPoint presentation will also be presented to highlight financial statistics for the past fiscal year.

Recommended Action: Approval of the *2008 Comprehensive Annual Financial Report*

CURBSIDE RECYCLING PROGRAM

August curbside collections totaled 2,675 tons for the month. This is a 7.8% decrease from the August 2007 total of 2,900 tons. The reason for the decrease in tonnage is that August 2007 had two more collection days than August 2008. Bin requests continued at a much higher than normal pace for this time of year. There were over 1,303 bin requests during August.

Missed collections were reduced to a more reasonable level in August, 369. This is down from the 648 in July and below the August 2007 total of 412 missed collections. There were no penalties assessed for collections outside contract parameters during August. The paper price used to calculate curbside revenue share remained at \$6.40/ton during August. The resulting revenue was \$12,515 for the fiber portion of the curbside tonnage collected in August.

CONSIDERATION OF RESOLUTION 09-02: EXTENDING THE CONTRACT FOR LEAD-ACID BATTERY COLLECTION AND RECYCLING SERVICES

The Lead Acid Battery Collection and Recycling Services Contract between Battery Barn of Virginia and Central Virginia Waste Management Authority (CVWMA) provides for an additional extension of the contract for a two-year period. The current contract is for a three-year period beginning October 1, 2003 and was renewed for a two year period extending through September 30, 2008.

The lead-acid battery collection and recycling program has been successful. During the term of the contract collections have been as follows:

Year	Units Collected	CVWMA Revenue
FY 2005	8,369	\$4,043
FY 2006	7,697	\$3,911
FY 2007	7,274	\$3,441
FY 2008	5,667	\$2,594

Battery Barn of Virginia and participating localities have expressed interest in a contract extension for an additional two-year period based on the same terms and conditions.

Attached is **Resolution 09-02** authorizing the Executive Director to execute a contract addendum with Battery Barn of Virginia, Inc. to extend the Lead-Acid Battery Collection and Recycling contract and addenda to the Special Project Agreements between the CVWMA and local participating jurisdictions for the two-year renewal period.

Recommended Action: Approval of **Resolution 09-02**

RESOLUTION 09-02

A resolution authorizing an addendum to the Contract for Lead-Acid Battery Collection and Recycling between the Central Virginia Waste Management Authority and Battery Barn of Virginia, Inc. and to the Special Project Service Agreement with participating local jurisdictions for a two-year renewal period commencing on October 1, 2008.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the report included as Staff Agenda Item No. 10 of the August 2008 Board Agenda identified the mutual interest by the Central Virginia Waste Management Authority and Battery Barn of Virginia, Inc. for a two-year extension for Lead-Acid Battery Collection and Recycling Services, and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute an addendum to the contract for Lead-Acid Battery Collection and Recycling Services between the Central Virginia Waste Management Authority and Battery Barn of Virginia, Inc., and

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

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

Adopted this 19th day of September, 2008

Attest: _____
Marcia R. Phillips, Chairman

CONSIDERATION OF RESOLUTION 09-03: EXTENDING THE CONTRACT FOR LEAF COMPOSTING SERVICES WITH MARK A. LANDA (WALTHALL BERRIES AND MORE)

The Leaf Composting Services contract between Mark A. Landa and Central Virginia Waste Management Authority (CVWMA) provides for one more additional extension of the contract for a two-year period. The current contract is for a three-year period beginning October 1, 2003 and was extended for a two-year term through September 30, 2008.

Leaf composting services have been part of the CVWMA menu of programs since early in the Authority's existence. The City of Colonial Heights is the only participating locality that has continued to utilize the leaf composting services during recent leaf seasons.

Mark A. Landa and Colonial Heights have expressed interest in a contract extension for an additional two-year period based on the same terms and conditions.

Attached is **Resolution 09-03** authorizing the Executive Director to execute a contract addendum with Mark A. Landa to extend the Leaf Composting Services contract. Addenda to the Special Project Agreements between CVWMA and participating jurisdiction would also be executed for the two-year renewal period.

Recommended Action: Approval of **Resolution 09-03**

Attachment

RESOLUTION 09-03

A resolution authorizing an addendum to the Contract for Leaf Composting Services between the Central Virginia Waste Management Authority and Mark A. Landa (Walthall Berries and More), and to the Special Project Service Agreement with participating local jurisdictions for a two-year renewal period commencing on October 1, 2008.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the report included as Staff Agenda Item No. 11 of the August 2008 Board Agenda identified the mutual interest by the Central Virginia Waste Management Authority and Mark A. Landa for a two-year extension for Leaf Composting Services, and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute an addendum to the contract for Leaf Composting Services between the Central Virginia Waste Management Authority and Mark A. Landa, and

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

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

Adopted this 19th day of September, 2008

Attest: _____
Marcia R. Phillips, Chairman

MUNICIPAL SOLID WASTE (MSW) PROGRAM

For the month of August, Allied Waste was assessed \$380 in penalties. However, collections continued to show improvements with 154 misses for the month, which is the lowest level of misses prior to the rerouting. The City of Hopewell has added a front-end container at the Beacon Theatre, which will be emptied every Monday.

On Thursday September 4th, CVWMA staff met with Allied Waste and the City of Colonial Heights to discuss service issues relating to bulky waste collections. Staff will be following up with Allied Waste to ensure bulky waste is collected according to the terms of our contract.

OPERATIONS AND PROGRAM STATISTICS

The City of Richmond now has two dual drop-off containers at the Richmond Science Museum. Due to high traffic volumes, the dual drop-off container located at the Ukrops at S. Crater Square in Petersburg will be switched out daily at the request of the City.

Member localities have scheduled the following five fall eCycling events around America Recycling Day, November 15th:

- November 1st: The County of Chesterfield has an event scheduled from 9:00 am to 2:00 pm at Rockwood Park
- November 1st: The City Hopewell has an event scheduled from 9:00 am to 2:00 pm at the Cavalier Square Shopping Center
- November 8th: The County of Henrico has an event scheduled from 9:00 am to 2:00 pm at the Crossridge Ukrops
- November 8th: The County of Henrico has an event scheduled from 9:00 am to 2:00 pm at the new Ukrops in White Oak Mall on South Laburnum Avenue
- November 15th: The County of Henrico has an event scheduled from 9:00 am to 2:00 pm at John Rolfe Ukrops

Program Statistics

Program Statistics for July 2008 will be presented at the September 19th Board of Directors' meeting.

PUBLIC INFORMATION

Bin Contest

CVWMA will begin promoting the Win with Your Bin Contest on September 1st. The campaign aims to reward current recyclers and encourage them to recycle properly, as well as motivate non-recyclers to begin participating. Entries will be accepted September 1 through September 30th. Twenty participants will be selected to win a daily prize of \$100.

Information about the contest is on CVWMA's website, along with an entry form. Print ads in a variety of local papers (in participating jurisdictions) as well as an animated online ad began promoting curbside recycling the first week of September. In addition, Clear Channel Radio is also promoting the contest for the entire month of September with a variety of :15 second radio spots.

Curbside Recycling

The 2009 Recycling Collection Schedule is being designed. A proof will be reviewed by CVWMA staff and members of the Curbside Education Advisory Committee.

School Recycling Pilot Program

CVWMA has received four applications for the 2008-2009 school year. The deadline for applications is September 15th. The EPA has provided CVWMA additional grant funds to extend the pilot study.

Outreach

CVWMA staff participated in 21 outreach opportunities that provided information and resources for 1,342 people.

Meetings

- James River Advisory Council Membership Committee
- Get Your Green- First Market Bank
- SP Recycling
- Progress Index - Petersburg
- Keep Virginia Beautiful Steering Committee
- InDesign Class
- Seven Pines Elementary – Pilot Program
- Executive Roundtable
- Goochland Board of Supervisors
- Powhatan Board of Supervisors
- New Kent Board of Supervisors

Presentation & Publication Requests

Group	Number	Locality	Request	Type	Publications
Pam Cooper	200	Chesterfield	Educational Materials	Government	Activity Books
Boy Scout Troop	32	Hanover/Town of Ashland	Presentation/Ed. Materials	Scouts	Publications/Pencils
Lisa Deaton	1	Town of Ashland	Educational Materials	Scouts	Journey kit
John Fountain	310	Hopewell	Educational materials	Government	Publications Giveaways
Jan Libron	60	Richmond	Educational materials	School	Activity Books
Susan Phillips	360	Colonial Heights	Educational Materials	School	Activity Books
Janice Fisher	25	New Kent	Educational Materials	Civic	Publications
Lauren Schooler	1	Henrico	Educational Materials	Home School	Journey Kit Activity Book Pencil/Poster
Lakeview ES	1	Colonial Heights	Educational Materials	Civic	Publications
Colonial Heights Middle School	1	Colonial Heights	Educational Materials	School	Publications
Jay Gummels	1	Colonial Heights	Educational Materials	Civic	Publications
Nancy Halbert	1	Colonial Heights	Educational Materials	Civic	Publications
Nancy Vance	1	Colonial Heights	Educational Materials	Civic	Publications
Randy Stevens	1	Colonial Heights	Educational Materials	Civic	Publications
Doug Cole	1	Colonial Heights	Educational Materials	Civic	Publications
Charlie Townes	1	Colonial Heights	Educational Materials	Civic	Publications
Barbara Scott	1	Colonial Heights	Educational Materials	Civic	Publications
Lamese Essey	1	Colonial Heights	Educational Materials	Civic	Publications
Kathy Leach	1	Richmond	Educational Materials	Business	Publications
Evergreen Elementary School	41	Chesterfield	Educational Materials	School	Posters
Carver Middle School	300	Chesterfield	Educational Materials	School	Posters/Pencils
Total, FY 08-09	2,242				

Waste Reduction News

The August monthly e- newsletter highlighted the addition of two Hanover County neighborhoods for curbside, the School Recycling Pilot Program and CVWMA TV Commercial on Governor's YouTube webpage.

Website Statistics

	Visitors	Visits	Visit Length	Emails
August 2008	4,683	7,386	5 min 8 sec	499
Total, FY 08-09	9,075	14,599	--	1,286

Top Pages, August 2008 (visits)

Home Page (5,064 visits) / www.cvwma.com

Recycling Programs page (2,166 visits) / recycling_programs/curbside_recycling.wbp

Curbside Recycling page (1,691 visits) / recycling_programs/curbside_recycling.wbp

Curbside Recycling Email Reminder Subscribers

	Total Subscribed	Added	Removed
August 2008	3,844	340	0
Total, FY 08-09	4,184	770	366

CONSIDERATION OF RESOLUTION 09-04: AFFIRMATION OF AUTHORIZATION TO PICK-UP THE EMPLOYEE'S CONTRIBUTION TO THE VIRGINIA RETIREMENT SYSTEM (VRS)

The Virginia Retirement System (VRS) is requiring an updated authorization for the employer to pick-up the Employee's Contribution to the VRS. This is a housekeeping item for the VRS and will not change anything that the CVWMA is currently doing. A pick-up plan allows for the employee portion of 5%, to be treated on a pre-tax basis. The CVWMA agreed to pay the employee contribution when the Authority joined the Virginia Retirement System in 1991. This is standard for all employers who are members of the VRS.

The Internal Revenue Service (IRS) is requiring the VRS conduct a full audit of pick-up plan resolutions and obtain a formal resolution from each VRS employer. The CVWMA is required to reaffirm our pick-up plan to meet the requirements of the new ruling. This resolution will bring VRS records up to date and ensure that all employers have on file with the VRS, an executed resolution in proper form.

Attached is **Resolution 09-04**, affirming the CVWMA's authorization to pick up the employee's contribution to the VRS.

Recommended Action: Adoption of **Resolution 09- 04**

Attachment

RESOLUTION 09-04

Affirmation of Authorization to Pick-up the Employee's Contribution to VRS for CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY, 55944 Under § 414(h) of the Internal Revenue Code

WHEREAS, the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY provides its employees with tax deferral pursuant to § 414(h) of the Internal Revenue Code with respect to their member contributions to the Virginia Retirement System (referred to as VRS) by picking up member contributions to VRS; and

WHEREAS, VRS keeps track of such picked up member contributions, and treats such contributions as employee contributions for all purposes of VRS;

WHEREAS, the Internal Revenue Service in Notice 2006-43 has provided transition relief for existing pick up arrangements provided that an authorized person takes formal action to evidence the establishment of the pick-up arrangement no later than January 1, 2009.

WHEREAS, in order to avail itself of the protection given under Notice 2006-43, the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY desires to affirm its intention to establish and maintain a pick-up arrangement through formal action by its governing body.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the existing member contribution pick-up arrangement is hereby affirmed as it relates to salary reduction elections in effect prior to the date of this Resolution, and it is further

RESOLVED that effective the first pay day on or after August 15, 2008, the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY shall pick up member contributions of its employees to VRS, and such contributions shall be treated as employer contributions in determining tax treatment under the Internal Revenue Code of the United States; and it is further

RESOLVED that such contributions, although designated as member contributions, are to be made by the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY in lieu of member contributions; and it is further

RESOLVED that pick up member contributions shall be paid from the same source of funds as used in paying the wages to affected employees; and it is further

RESOLVED that member contributions made by the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY under the pick up arrangement shall be treated for all purposes other than income taxation, including but not limited to VRS benefits, in the same manner and to the same extent as member contributions made prior to the pick up arrangement; and it is further

RESOLVED that nothing herein shall be construed so as to permit or extend an option to VRS members to receive the pick up contributions made by the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY directly instead of having them paid to VRS; and it is further

RESOLVED that notwithstanding any contractual or other provisions, the contributions of each member of VRS who is an employee of the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY shall be picked up either through a reduction in the current salary of such employee or as an offset against future salary increases of such employee or as a combination of both at the option of the employer by the CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY on behalf of such employee pursuant to the foregoing resolutions.

Adopted this 19th day of September, 2008

Attest: _____
Marcia R. Phillips, Chairman

FINANCIAL REPORTS FOR AUGUST 2008

The Financial Reports for August 2008 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 \$421,000 for administration, operations and public information for the remainder of the fiscal year.

Recommended Action: Approval of the August 2008 Financial Reports

Attachments

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

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	\$ 499,879	\$ 101,499	\$ -	\$ 398,380
Curbside Project Fund	848,972	822,147	-	26,825
Drop-Off Project Fund	97,927	98,257	-	(330)
Municipal Solid Waste Fund	570,483	572,955	-	(2,472)
CFC/HCFC	4,819	4,861	-	(42)
Special Waste Collections	18,616	18,457	-	159
Waste Tire Fund	4,598	4,608	-	(10)
Appliance and Scrap Metal Hauling	203,695	203,296	-	399
Yard Waste Projects	41,208	41,516	-	(308)
Waste Transfer & Disposal	436,882	438,402	-	(1,520)
	<u>\$ 2,727,079</u>	<u>\$ 2,305,998</u>	<u>\$ -</u>	<u>\$ 421,081</u>
<i>Totals</i>				

<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	-	-	28,000	\$ 28,000
<i>Total Capital Outlay</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 46,000</u>	<u>\$ 46,000</u>

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

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%
Grants and Sponsorships	349	1,084	-	1,084	0.0%
Interest on Investments	937	1,735	35,000	(33,265)	-95.0%
Miscellaneous/Other	-	-	1,000	(1,000)	-100.0%
Total Revenues	<u>1,286</u>	<u>499,879</u>	<u>533,070</u>	<u>(33,191)</u>	<u>-6.2%</u>
Expenses:					
Personnel services	27,989	56,034	322,740	266,706	82.6%
Fringe benefits	6,631	15,379	78,460	63,081	80.4%
Professional services	6,849	9,114	24,800	15,686	63.3%
Repairs and maintenance	143	403	2,175	1,772	81.5%
Advertising and promotions	1,286	1,286	6,250	4,964	79.4%
Materials and supplies	631	1,507	7,350	5,843	79.5%
Other services and charges	3,252	5,207	25,295	20,088	79.4%
Leases	3,418	8,881	41,000	32,119	78.3%
Depreciation	1,844	3,688	25,000	21,312	85.2%
Total Expenses	<u>52,043</u>	<u>101,499</u>	<u>533,070</u>	<u>431,571</u>	<u>81.0%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (50,757)</u>	<u>\$ 398,380</u>	<u>\$ -</u>	<u>\$ 398,380</u>	
Capital Outlay:					
Computer equipment	\$ -	\$ -	\$ 10,000	\$ 10,000	0%
Office equipment	-	-	7,000	\$ 7,000	0%
Vehicular equipment	-	-	-	\$ -	0%
Total Capital Outlay	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 17,000</u>	<u>\$ 17,000</u>	<u>0%</u>

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

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	\$ 389,834	\$ 756,695	\$ 4,550,000	\$ (3,793,305)	-83.4%
Public Relations Assessment	24,891	41,943	253,600	(211,657)	-83.5%
Customer Service Assessment	13,203	34,153	205,870	(171,717)	-83.4%
Contract Admin Costs	100	100	500	(400)	-80.0%
Materials Sales Rebate	13,136	13,136	15,000	(1,864)	-12.4%
Interest on Investments	<u>1,437</u>	<u>2,945</u>	<u>40,000</u>	<u>(37,055)</u>	<u>-92.6%</u>
Total Revenues	<u>442,601</u>	<u>848,972</u>	<u>5,064,970</u>	<u>(4,215,998)</u>	<u>-83.2%</u>
Expenses:					
Personnel services	12,658	25,847	173,375	147,528	85.1%
Fringe benefits	3,981	9,578	48,550	38,972	80.3%
Professional services	2,442	4,073	50,790	46,717	92.0%
Repairs and maintenance	55	138	1,265	1,127	89.1%
Advertising and promotions	2,247	2,247	142,500	140,253	98.4%
Materials and supplies	374	604	4,210	3,606	85.7%
Other services and charges	3,800	5,361	74,930	69,569	92.8%
Leases	2,209	6,536	28,900	22,364	77.4%
Depreciation	608	1,215	11,200	9,985	89.2%
Contractual services	389,834	756,695	4,553,000	3,796,305	83.4%
Materials sales rebate	<u>9,853</u>	<u>9,853</u>	<u>11,250</u>	<u>1,397</u>	<u>12.4%</u>
Total Expenses	<u>428,061</u>	<u>822,147</u>	<u>5,099,970</u>	<u>4,277,823</u>	<u>83.9%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ 14,540</u>	<u>\$ 26,825</u>	<u>\$ (35,000)</u>	<u>\$ 61,825</u>	
Capital Outlay:					
Computer equipment	\$ -	\$ -	\$ 6,500	\$ 6,500	0%
Office equipment	<u>-</u>	<u>-</u>	<u>13,500</u>	<u>\$ 13,500</u>	<u>0%</u>
Total Capital Outlay	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>0%</u>

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

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>
Revenues:					
Project Service Fees	\$ 47,870	\$ 90,278	\$ 500,000	\$ (409,722)	-81.9%
Materials Sales Rebate	4,557	7,444	65,000	(57,556)	-88.5%
Interest on Investments	<u>84</u>	<u>205</u>	<u>5,500</u>	<u>(5,295)</u>	<u>-96.3%</u>
Total Revenues	<u>52,511</u>	<u>97,927</u>	<u>570,500</u>	<u>(472,573)</u>	<u>-82.8%</u>
Expenses:					
Personnel services	(17)	1,014	5,920	4,906	82.9%
Fringe benefits	64	242	1,310	1,068	81.5%
Professional services	246	251	2,445	2,194	89.7%
Repairs and maintenance	6	14	50	36	72.0%
Advertising and promotions	2,563	2,563	8,000	5,437	68.0%
Materials and supplies	9	33	300	267	89.0%
Other services and charges	80	139	1,870	1,731	92.6%
Leases	104	307	1,855	1,548	83.5%
Contractual services	47,870	90,278	500,000	409,722	81.9%
Materials sales rebate	<u>3,416</u>	<u>3,416</u>	<u>48,750</u>	<u>45,334</u>	<u>93.0%</u>
Total Expenses	<u>54,341</u>	<u>98,257</u>	<u>570,500</u>	<u>472,243</u>	<u>82.8%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (1,830)</u>	<u>\$ (330)</u>	<u>\$ -</u>	<u>\$ (330)</u>	

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

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	\$ 290,789	\$ 563,871	\$ 3,565,000	\$ (3,001,129)	-84.2%
Customer Service Assessment	2,243	4,401	27,000	(22,599)	-83.7%
Contract Admin Costs	90	170	1,000	(830)	-83.0%
Interest on Investments	997	2,041	25,000	(22,959)	-91.8%
Total Revenues	<u>294,119</u>	<u>570,483</u>	<u>3,618,000</u>	<u>(3,047,517)</u>	<u>-84.2%</u>
Expenses:					
Personnel services	2,556	4,178	24,775	20,597	83.1%
Fringe benefits	580	1,290	6,225	4,935	79.3%
Professional services	1,749	1,759	6,420	4,661	72.6%
Repairs and maintenance	39	100	460	360	78.3%
Advertising and promotions	12	12	1,500	1,488	99.2%
Materials and supplies	125	285	1,335	1,050	78.7%
Other services and charges	289	516	4,800	4,284	89.3%
Leases	258	762	3,385	2,623	77.5%
Depreciation	91	182	4,100	3,918	95.6%
Contractual Services	290,789	563,871	3,565,000	3,001,129	84.2%
Total Expenses	<u>296,488</u>	<u>572,955</u>	<u>3,618,000</u>	<u>3,045,045</u>	<u>84.2%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (2,369)</u>	<u>\$ (2,472)</u>	<u>\$ -</u>	<u>\$ (2,472)</u>	
Capital Outlay:					
Computer equipment	\$ -	\$ -	\$ -	\$ 1,500	0%
Office equipment	\$ -	\$ -	\$ -	\$ 7,500	0%
Total Capital Outlay	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,000</u>	<u>0%</u>

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

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>
Revenues:					
Project Service Fees	\$ 287,667	\$ 502,285	\$ 3,960,000	\$ (3,457,715)	-87.3%
Materials Sales Rebate	67,002	205,889	119,000	86,889	73.0%
Interest on Investments	664	1,644	16,750	(15,106)	-90.2%
Total Revenues	<u>355,333</u>	<u>709,818</u>	<u>4,095,750</u>	<u>(3,385,932)</u>	<u>-82.7%</u>
Expenses:					
Personnel services	300	600	3,900	3,300	84.6%
Fringe benefits	23	46	300	254	84.7%
Professional services	1,968	1,968	6,400	4,432	69.3%
Repairs and maintenance	45	113	525	412	78.5%
Advertising and promotions	-	-	5,500	5,500	100.0%
Materials and supplies	73	258	1,115	857	76.9%
Other services and charges	95	190	1,205	1,015	84.2%
Contractual services	226,162	502,280	4,076,720	3,574,440	87.7%
Materials sales rebate	128,412	205,686	-	(205,686)	0.0%
Total Expenses	<u>357,078</u>	<u>711,141</u>	<u>4,095,665</u>	<u>3,384,524</u>	<u>82.6%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (1,745)</u>	<u>\$ (1,323)</u>	<u>\$ 85</u>	<u>\$ (1,408)</u>	

JOINT LEGISLATIVE AUDIT REVIEW COMMISSION (JLARC)

Study on Waste Minimization and Recycling in Virginia

The JLARC staff presented a draft of its report on the study of waste minimization and recycling in Virginia on September 8, 2008 to the Commission. Due to a lack of quorum, the Commission has not yet approved the report. The report includes information on Virginia's waste reduction efforts in comparison to other states and provides recommendations in directing the future of waste reduction in the Commonwealth. The report and summary briefing can be found on their website – <http://jlarc.state.va.us/meet08.htm>. The CVWMA staff will provide a presentation to the Board summarizing the study.

ADMINISTRATIVE

Upcoming Meetings

The following is a listing of upcoming CVWMA meetings:

Technical Advisory Committee (TAC)	October 2, 2008	9:00 am
Executive Committee	October 6, 2008	9:30 am
Board of Directors (Petersburg)	October 17, 2008	9:00 am