

ROANOKE VALLEY RESOURCE AUTHORITY
TINKER CREEK TRANSFER STATION
1020 HOLLINS ROAD, N.E.
ROANOKE, VIRGINIA 24012

MINUTES OF AUGUST 27, 2025

The Roanoke Valley Resource Authority Board met on August 27, 2025, at the Tinker Creek Transfer Station, 1020 Hollins Road NE, Roanoke, Virginia 24012.

OPENING CEREMONIES

Call to Order: Chair Owens called the meeting to order at 12:08 p.m., followed by roll call for attendance.

Members Present: Steve Bandy, Roanoke County
Doug Blount, Roanoke County
Laurie Gearheart, Roanoke County
Rob Light, City of Salem
Mike McEvoy, City of Roanoke
Rebecca Owens, Roanoke County (Chair)
Jeffrey Powell, City of Roanoke (Vice-Chair)
Todd Simmons, Roanoke County

Members Absent: Pete Peters, Town of Vinton

Staff Present: Jim Guynn, Attorney
Jon Lanford, Chief Executive Officer
Brad Brewer, Finance Manager
Jeremy Garrett, Director of Operations – Technology Services
Lorie Bess, Board Secretary

REQUESTS TO POSTPONE, ADD TO, OR CHANGE THE ORDER OF AGENDA ITEMS

None

BUSINESS – ACTION ITEMS

None

BUSINESS – INFORMATION ITEMS

None

CONSENT AGENDA

A. Minutes of June 25, 2025 Meeting (The Board did not meet in July)

MOTION: That the Board approve the consent agenda item, as presented.

MOTION: Mr. Bandy

SECOND: Mr. Light

AYES: Unanimous

RESOLUTION: RA2025-32

REPORTS

FINANCIAL REPORTS

Mr. Brewer reviewed the following financial reports for month ending July 31, 2025 (attached)

1. Statement of Cash Balances
2. Statement of Operations
3. Reconciliation of Net Income to Cash Provided by Operations (Cash Basis)
4. Summary of Reserve Funds
5. Summary of Cash Reserve Funds Transferred from Roanoke Valley Regional Solid Waste Management Board
6. Cumulative Statement of Operations
7. VRA2021A Bond Issuance

WASTE TONNAGE REPORT

Mr. Lanford reviewed the Waste Tonnage report noting we are seeing increases in tonnages from localities and commercial haulers. He stated that other solid waste companies are seeing similar increases. He reported Country South is in operation and VDOT is bringing in some of their C&D materials to us. Also, a project being done by Thompson has brought in a large amount of materials that were originally meant to be used for cover, but we are now asking them to go through the scales and pay for disposal of these materials. He noted we had a good first month for this fiscal year. He stated the Air Space Report would now be provided on a quarterly basis instead of monthly in order to present more accurate data.

Mr. Powell asked how long tires stay in the yard. Mr. Lanford replied that the time varies, depending on how often they come in but when the trailer gets full, we haul it away. He noted the winter months do tend to move slower.

The following monthly reports were provided to the Board as information:

- FY24-25 Monthly Trailer Report
- Residential Waste Report
- Woodwaste Report
- Recycling Report
- Household Hazardous Waste Report

PROJECT STATUS REPORT - None

PUBLIC QUESTIONS AND COMMENTS

Mr. Lanford reported he had spoken with Mr. Dean Smith who had questions about the Special Use Permit, specifically regarding landscaping/screening/buffering materials. Mr. Smith lives in the southwest quadrant off Williby Road and Hull Road. Mr. Lanford stated he has a plan for installing appropriate landscaping in that area.

Mr. Lanford reported he was contacted by Michael Hodges, who lives on the lower side of Hull Road near the intersection of Williby Road and Hull Road. Mr. Hodges requested that the Authority pave Williby Road. The Special Use Permit from 2019 confirmed if the Authority ever moved from railcar hauling to truck hauling, the Authority would pave the entirety of Williby Road, which is currently a privately owned gravel road. Mr. Lanford stated he would obtain estimates to pave Williby Road and report back the information to the Board. He noted the road is approximately 0.3 mile and is in Roanoke County. Ms. Owens stated that she did not recall discussions around paving but did remember about landscaping agreements. Mr. Bandy remembered discussions that Authority employees could not travel on that road but if the Authority paves it, we should be permitted to utilize it. Mr. Lanford reported the property

owners own to the center line and it is not a VDOT maintained road. Mr. Simmons questioned if all property owners want it to be paved, and if not, would the Authority still be permitted to do it. He suggested some of the property owners may not want it to be paved due to excessive water runoff. Mr. Garrett added that the Authority has had multiple conversations with the property owners and established a verbal compromise to lengthen the side shoulders and enhance the landscaping, and he was surprised by the paving requirement. Mr. Lanford noted that the Authority has fixed the drainage issues at Hull Road. Mr. Guynn stated if the majority of the property owners do not want the road paved, the Authority would need to apply to Roanoke County for a Modified Special Use Permit.

CHIEF EXECUTIVE OFFICER REPORT

Mr. Lanford offered the following report:

- RVRA issued a Request for Proposals (RFP) for Waste and Leachate Hauling Services. We received six bids, and the last time we only received one, so we were happy with the response. He noted staff would review the bids and bring back a recommendation at the September Board meeting.
- RVRA will be participating in Career Quest on October 7 and 8, hosted by the Workforce Development Board. Staff will host a table with an interactive educational game to let students know what the RVRA does for the citizens of our localities.
- RVRA will be participating in Earth Summit 2025 event at Virginia Western Community College on November 20. Mr. Lanford is the keynote speaker while Mrs. Bradbury will be staffing a resource table and Mr. Garrett will be conducting workshops and having the students tackle the RVRA Waste Watchers Candy Landfill Challenge.
- RVRA staff visited Kids Square Children's Museum in Roanoke, and we are partnering with them for an interactive display. The partnership will also include a traveling educational tool that goes to schools and community events. Anticipated opening of the RVRA exhibit will be January 2026 and Board members will be invited.
- We are continuing to work on the Ironto property and are hoping to have something for the Board soon. Craig Botetourt asked us to split the cost for facility relocation. We offered to split up to \$150,000 as a credit off the sale price.

BOARD MEMBER COMMENTS

Mr. Powell thanked Mr. Lanford for participating in the review of the RFP for recycling services.

Ms. Gearheart reported we are in the middle of the FY25 audit and everything is going well. She commended Jessica Beemer and Robin Shelton for their assistance with the process. She stated she would hope to bring the final report to the Board in September, but it could be October.

ADJOURNMENT

Hearing no further questions or comments, Chair Owens adjourned the meeting at 12:43 p.m.

Respectfully submitted,



Lorie C. Bess
RVRA Board Secretary

Roanoke Valley Resource Authority
Statement of Cash Balances
As of August 31, 2025

Cash held by Roanoke County

Operating Fund	\$ 5,451,416
Contingency	1,483,939
Closure Fund - Smith Gap Landfill	1,068,870
Renewal and Replacement Fund	1,653,145
Additional Reserves Fund	3,204,320 **
Closure Fund - Rutrough Road Landfill	-
Total	<u>\$ 12,861,690</u>

Cash held in Escrow

VRA 2021A Bond Issuance - principal	\$ -
VRA 2021A Bond Issuance - interest	<u>15,496</u>
Total	<u>\$ 15,496</u>

** \$9,211 of this amount is held by the County for assurance on construction projects

Roanoke Valley Resource Authority
Statement of Operations
As of August 31, 2025
(Cash Basis)

	ANNUAL BUDGET	ACTUAL TO DATE	PERCENTAGE
Operating Revenues			
Tipping Fees	\$ 17,950,445	\$ 3,731,779	21%
Sale of Recyclable Material	50,000	9,805	20%
Sale of Mulch	50,000	8,579	17%
Miscellaneous Revenue	35,000	750	2%
Sale of Landfill Gas	831,289	138,548	17%
Beginning balance	-	-	0%
Total Operating Revenue	<u>18,916,734</u>	<u>3,889,461</u>	<u>21%</u>
Operating Expenses			
<i>Administration</i>			
Personnel	1,112,348	204,211	18%
Operating	1,031,400	142,417	14%
Unappropriated Balance	<u>12,893</u>	<u>-</u>	<u>0%</u>
Sub total	<u>2,156,641</u>	<u>346,628</u>	<u>16%</u>
<i>Transfer Station</i>			
Personnel	1,153,961	195,528	17%
Operating	3,509,962	362,669	10%
Unappropriated Balance	<u>43,875</u>	<u>-</u>	<u>0%</u>
Sub total	<u>4,707,798</u>	<u>558,197</u>	<u>12%</u>
<i>Smith Gap</i>			
Personnel	1,178,968	210,185	18%
Operating	3,347,028	361,408	11%
Unappropriated Balance	<u>41,838</u>	<u>-</u>	<u>0%</u>
Sub total	<u>4,567,834</u>	<u>571,593</u>	<u>13%</u>
<i>Salem Transfer Station</i>			
Personnel	659,459	135,388	21%
Operating	2,329,792	288,811	12%
Unappropriated Balance	<u>29,122</u>	<u>-</u>	<u>0%</u>
Sub total	<u>3,018,373</u>	<u>424,199</u>	<u>14%</u>
Total Operating Expenses	<u>14,450,646</u>	<u>1,900,617</u>	<u>13%</u>
Income from Operations	<u>4,466,088</u>	<u>1,988,844</u>	<u>45%</u>
Non Operating Revenues (Expenses)			
Investment Income	200,000	47,966	24%
Interest Expense	<u>(666,718)</u>	<u>(83,607)</u>	<u>13%</u>
Non operating Expenses (net)	<u>(466,718)</u>	<u>(35,641)</u>	<u>8%</u>
Income (loss) before Operating Transfers	<u>3,999,370</u>	<u>1,953,203</u>	<u>49%</u>
Operating Transfers In (Out)			
Transfer to Equipment Reserves	(695,000)	-	0%
Transfer to RVRA Capital	(200,000)	(33,333)	17%
Transfer to Surplus Revenue Fund	(45,400)	-	0%
Transfer to Future Site Development	<u>(1,829,913)</u>	<u>-</u>	<u>0%</u>
Net Income	<u>\$ 1,229,057</u>	<u>\$ 1,919,870</u>	

Roanoke Valley Resource Authority
Reconciliation of Net Income to Cash Provided by Operations
As of August 31, 2025
(Cash Basis)

	<u>ANNUAL BUDGET</u>	<u>ACTUAL TO DATE</u>
Net Income	\$ 1,229,057	\$ 1,919,870
Adjustments to Net Income		
Principal payment on Loans	(1,229,057)	(410,000)
	<hr/>	<hr/>
Increase (Decrease) in cash provided by operations	<u>\$ -</u>	<u>\$ 1,509,870</u>

IV.A.4

Roanoke Valley Resource Authority
Summary of Reserve Funds
As of August 31, 2025

	Beginning Balance	Deposits	Expenditures	Ending Balance	Encumbrances	Remaining Balance
Closure Fund	\$ 1,068,870	-	\$ -	\$ 1,068,870	\$ -	\$ 1,068,870
Contingency Fund	1,483,939	-	-	1,483,939	-	1,483,939
Renewal and Replacement Reserve						
Equipment Reserves	532,715	-	-	532,715	-	532,715
Environmental Fund	500,000	-	-	500,000	-	500,000
Host Community Improvement	250,000	-	-	250,000	-	250,000
Property Value Protection	370,430	-	-	370,430	-	370,430
	1,653,145	-	-	1,653,145	-	1,653,145
Additional Deposits						
Further Site Development	2,957,271	649	11,527	2,946,393	7,501	2,938,892
Capital Improvement	224,594	33,333	-	257,927	-	257,927
	3,181,865	33,982	11,527	3,204,320	7,501	3,196,819
Grand Total	\$ 7,387,819	\$ 33,982	\$ 11,527	\$ 7,410,274	\$ 7,501	\$ 7,402,773

** \$9,211 of this amount is held by the County for assurance on construction projects

Roanoke Valley Resource Authority
Summary of Cash Reserves Transferred from RVRSWMB *
As of August 31, 2025

	CLOSURE & POST CLOSURE
Beginning Balance July 1, 2025	\$ -
Revenue	-
Interest Income	-
Expenditures	-
Contractual Services	-
Professional Services	-
Landfill Gas Monitoring	-
Lease and Rent	-
Warrants and Fees	-
Supplies and Small Equipment	-
Supplies	-
Building Maintenance	-
 Cash Balance (less vouchers payable)	 -
Accrued Landfill Closure Liability	<u>(3,576,433)</u>
Unrestricted Balance	<u>\$ (3,576,433)</u>

* Roanoke Valley Regional Solid Waste Management Board

IV.A.6

Roanoke Valley Resource Authority 2024-25
Cumulative Statement of Operations
For the Month Ended August 31, 2025

	ANNUAL BUDGET	ACTUAL Jul 2025	ACTUAL Aug 2025	ACTUAL Sep 2025	ACTUAL Oct 2025	ACTUAL Nov 2025	ACTUAL Dec 2025	ACTUAL Jan 2026	ACTUAL Feb 2026	ACTUAL Mar 2026	ACTUAL Apr 2026	ACTUAL May 2026	ACTUAL Jun 2026	MONTHLY Average
Operating Revenues														
Tipping Fees	\$ 17,950,445	\$ 1,936,800	\$ 1,794,979											\$ 1,865,890
Sale of Recyclable Material	50,000	5,158	4,647											4,903
Sale of Mulch	50,000	8,579	-											4,290
Miscellaneous Revenue	35,000	-	750											375
Sale of Landfill Gas	831,289	69,274	69,274											69,274
Beginning balance														
Total Operating Revenue	<u>18,916,734</u>	<u>2,019,811</u>	<u>1,869,650</u>											<u>1,944,732</u>
Operating Expenses														
<i>Administration</i>														
Personnel	1,112,348	85,583	118,628											
Operating	1,031,400	71,897	70,520											
Unappropriated Balance	<u>12,893</u>													
Sub total	<u>2,156,641</u>	<u>157,480</u>	<u>189,148</u>											<u>173,315</u>
<i>Transfer Station</i>														
Personnel	1,153,961	80,322	115,206											
Operating	3,509,962	150,357	212,312											
Unappropriated Balance	<u>43,875</u>													
Sub total	<u>4,707,798</u>	<u>230,679</u>	<u>327,518</u>											<u>279,098</u>
<i>Smith Gap</i>														
Personnel	1,178,968	86,528	123,657											
Operating	3,347,028	139,914	221,494											
Unappropriated Balance	<u>41,838</u>													
Sub total	<u>4,567,834</u>	<u>226,442</u>	<u>345,151</u>											<u>285,797</u>
<i>Salem Transfer Station</i>														
Personnel	659,459	60,150	75,238											
Operating	2,329,792	120,139	168,672											
Unappropriated Balance	<u>29,122</u>													
Sub total	<u>3,018,373</u>	<u>180,289</u>	<u>243,910</u>											<u>212,100</u>
Total Operating Expenses	<u>14,450,646</u>	<u>794,890</u>	<u>1,105,727</u>											<u>950,311</u>
Income from Operations	<u>4,466,088</u>	<u>1,224,921</u>	<u>763,923</u>											<u>994,421</u>
Non Operating Revenues/(Expenses)														
Investment Income	200,000	-	47,966											
Interest Expense	(666,718)	(83,607)	-											
Non operating Revenues/(Expenses), net	<u>(466,718)</u>	<u>(83,607)</u>	<u>47,966</u>											
Income (loss) before Operating Transfer	3,999,370	1,141,314	811,889											976,600
Operating Transfers In (Out)														
Transfer to Equipment Reserves	(695,000)													
Transfer to RVRA Capital	(200,000)													
Transfer to Surplus Revenue Fund	(45,400)													
Transfer to Future Site Development	(1,829,913)													
Net Income	<u>\$ 1,124,647</u>	<u>\$ 795,223</u>	<u>\$ -</u>											<u>\$ 959,933</u>
	<u>\$ 1,229,057</u>	<u>\$ -</u>	<u>\$ -</u>											

(16,667)
(41,804)
(17,821)

Roanoke Valley Resource Authority
VRA 2021A Bond Issuance
As of August 31, 2025
(Cash Basis)

	Annual Budget	Actual To Date	Outstanding Encumbrance	Remaining Balance
<i>Tinker Creek Transfer Station Conversion</i>				
Building Improvements/Additions	\$	- \$	- \$	- \$
Sub total	<hr/>	<hr/>	<hr/>	<hr/>
<i>Smith Gap Rail Spur Conversion</i>				
Buildings	-	-	-	-
Sub total	<hr/>	<hr/>	<hr/>	<hr/>
<i>Unallocated</i>				
Restricted Interest	15,242	254	-	15,496
Sub total	<hr/>	<hr/>	<hr/>	<hr/>
Total	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 15,242	\$ 254	\$ -	\$ 15,496