

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING AGENDA
MAY 15, 2026
2104 WEST LABURNUM AVE.
RICHMOND, VA 23227**

MEMBERS/ALTERNATES PRESENT

Voting

Cary Drane (M-Chesterfield), Chairman
Jordan Stewart (M-New Kent), Vice-Chair
John Mitchell (M-Henrico), Treasurer
Robert L. Dunn (M-Chesterfield), Past-Chair
Elizabeth Hall (M-Richmond), Director
Stephen Chidsey (M-Ashland)
John Neal (A-Chesterfield)
Andrew Barnes (A-Colonial Heights)
Phillip Grayson (A-Goochland)
John Saunders (A-Hanover)
Marcia E. Kelley (M-Henrico)
Josh Byerly (A-Henrico)
Monique Robertson (M-Hopewell)
Tim Glidewell (A-Powhatan)
Joshua Mathews-Ailsworth (M-Richmond)
Robert McMillen (M-Richmond)

MEMBERS/ALTERNATES NOT PRESENT

Randy Hardman (M-Hanover), Secretary
Todd Evan (A-Ashland)
Clay Bowles (M-Chesterfield)
Mindy McKinney (A-Chesterfield)
Dawn Rowell (A-Chesterfield)
Doug Smith (M-Colonial Heights)
Don Leftwich (M-Goochland)
Theresa Arnold (A-Hanover)
Jeff Stoneman (M-Hanover)
Marilee Tretina (M-Henrico)
J. Bentley Chan (A-Henrico)
Rodney Hathaway (A-New Kent)
Randall Williams (A-Petersburg)
Bob Powers (M-Powhatan)
Scott Enos (M-Prince George)
Kristen Pudlow (A-Prince George)

Non-Voting:

Jon Clary (A-Henrico)
Zach Pauley (A-Richmond)

Staff:

Kimberly A. Hynes, Executive Director
Katrina Entzminger, Dir. of Recycling & Waste Man
Terry Eckhout, Finance and Admin Manager
Stephanie Breaker, Sr. Contact Center Manager
Julie Buchanan, Public Relations Coordinator
Reginald "Reggie" Thompson, Operations Analyst
LaTanya McBride, Administrative Assistant

Visitors:

Mr. C. Drane, Chairman (M-Chesterfield), welcomed all attendees to the meeting and thanked them for coming. He asked all attendees to stand and recite the Pledge of Allegiance. With a quorum in attendance, he called the meeting to order at 9:00 a.m.

Item No. 1: Public Comment Period

Chairman Drane opened the public comment period and asked any members of the public present who wished to address the Board to come forward. Seeing no one, Chairman Drane closed the public comment period.

Item No. 2: Minutes of the Regular Meeting of April 17, 2026

Chairman Drane opened the floor for a motion to consider the minutes of the April 17, 2026, meeting as submitted. The motion was made by the Past Chair, Mr. R. Dunn (M-Chesterfield), and seconded by the Vice Chair, Ms. J. Stewart (M-New Kent), and carried that the minutes of April 17, 2026, Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting are approved as submitted.

Item No. 3: Chairman's Report

Chairman Drane made no announcements.

Item No. 4: Nominating Committee Report

The Nominating Committee Chair, Past Chair Mr. R. Dunn (M-Chesterfield), presented a proposed slate of officers for fiscal year 2026-27:

Chairman	Mr. Cary Drane (Chesterfield County)
Vice-Chairman	Ms. Jordan Stewart (New Kent County)
Secretary	Mr. Randy Hardman (Hanover County)
Treasurer	Mr. John Mitchell (Henrico County)
Director	Ms. Elizabeth Hall (City of Richmond)
Past Chair	Mr. Robert Dunn (Chesterfield County)

Past Chair Dunn noted that the current officers have been doing an outstanding job and reported that the Nominating Committee has asked them to serve for another fiscal year. He reminded the Board that elections will be held at the June Board of Directors meeting. Mrs. K. Hynes, Executive Director, added that any Board member may submit additional nominations between now and the next Board meeting.

Item No. 5: Audit Committee Report

Mr. J. Mitchell (M-Henrico), Audit Committee Chair and Treasurer, presented the report on behalf of the Audit Committee, whose members also include Past Chair Mr. R. Dunn (M-Chesterfield) and Mr. C. Bowles (M-Chesterfield).

Mr. Mitchell reported that the Audit Committee met on Monday, May 4, with key staff and the Authority's audit firm, Brown Edwards, to discuss and plan for the upcoming annual audit. He noted that the deadline for filing the annual report with the Virginia Auditor of Public Accounts is December 15. He further stated that, at the October Board meeting, staff and the Committee intend to present the audit results along with an overview of the 2026

Annual Comprehensive Financial Report (ACFR). Mr. Mitchell confirmed that the Committee will meet with Brown Edwards upon completion of the audit and thanked the Committee members for their service.

Item No. 6: Operations and Technical Advisory Committee Report

Ms. Katrina Entzminger, Director of Recycling and Waste Management, reported on May operations and TAC activities. She presented charts comparing April tonnage in FY25 and FY26 and noted that residential recycling tonnage for April FY26 was 2,066, slightly below the same month last year. Year to date, residential recycling tonnage for FY26 totals 20,480, compared with 21,707 at this point in FY25. Although this reflects a modest decline, she said there is still time to meet or exceed the annual goal before the fiscal year ends. Ms. Entzminger also explained that vendors may request contract rate increases at the start of each fiscal year. If approved, the increases are based on the current Consumer Price Index (CPI), up to the cap in each contract. She noted that the current water and sewer CPI is 4.7%, meaning a contract with a 4% cap would allow a 4% increase, while a contract with a 5% cap would allow the full 4.7% increase. She added that several vendors have already submitted requests that will take effect at the start of the new fiscal year.

Ms. Entzminger presented a brief overview of the annual recycling rate. She reminded the Board that Mr. R. Thompson, Operations Analyst, gave the full Recycling Rate Report at last month's meeting. She noted that the DEQ's minimum regional recycling rate is 25%, while the region's current calculated rate is approximately 58.5%, well above the requirement. She added that CVWMA's Strategic Plan sets a goal of reaching 80% by 2042, which would require an increase of about 1% per year.

Past Chair Mr. R. Dunn (M-Chesterfield) asked whether staff had received the mattress recycling data he inquired about at the previous Board meeting. Mrs. Hynes stated that DEQ had not reported any information on mattresses. She assured Mr. Dunn that the staff would continue working to obtain the data for next year's report.

Ms. Entzminger reported on current commodity markets, noting that Mixed Paper remains at \$35.00/ton, newsprint is at \$50.00/ton, and OCC (cardboard) has increased by \$5 to \$80.00/ton. The steel rebate remains steady at \$220/ton, and the Used Oil rebate increased to \$0.30/per gallon.

Ms. Entzminger shared upcoming regional community collection events. On May 16th, the City of Richmond will organize a recycling event for HHW collection, electronics recycling, and paper shredding. On June 6th, Goochland County will hold an HHW collection and paper-shredding event, and on June 27th, Chesterfield County will host an HHW collection, electronics recycling, and paper-shredding event.

Ms. Entzminger reported that the TAC met on May 14, 2026. She highlighted a solid waste white paper several TAC members have been preparing, describing it as a comprehensive overview of solid waste and recycling in the region. She reported that a draft of the white paper was presented at the TAC meeting. The group has agreed to dedicate the next TAC meeting on June 4th to review and refine the document, which includes initiatives and recommendations to help achieve the goals identified in the Authority's Strategic Plan. In closing, Ms. Entzminger encouraged Board members to reach out with any items they would like to see included in the operations report. She explained that, as TAC will be presenting its white paper directly to the Board, she will not need to include separate TAC updates in her future reporting and would welcome suggestions on other information that would make the operations report most useful to members. Program statistics are available online, and hard copies are provided on the table in the back of the room.

Mr. S. Chidsey (M-Ashland) questioned the drop-off program statistics, which showed a 100-ton decrease in total tonnage compared with the previous year. He noted that the decline appeared to be confined to March and asked whether staff had an explanation for the decrease. He also highlighted improvements in missed collections

from WM, which declined from 3,149 to 1,825. Mrs. Hynes assured Mr. Chidsey that she would examine the data and report back to him with an explanation.

Vice Chair Ms. J. Stewart (M-New Kent) inquired about the missed recycling collection statistics, noting that missed trash collections had decreased while missed recycling collections had increased. She asked whether staff receive explanations for these changes or only numerical reports.

Ms. Entzminger explained that many factors can influence missed pickups, including route breakdowns, the use of seasonal drivers, employee vacations, and new driver training. She stated that when missed collections become problematic, staff follow up with the vendors for additional information. She also noted that Ms. S. Breaker, Senior Contact Center Manager, and the customer service representatives receive near-real-time updates on service issues. Mrs. Hynes added that, in particular, TFC has had several new drivers in the residential recycling program and has been conducting driver training, which can temporarily result in higher missed collection numbers from month to month. Vice Chair Stewart further asked whether staff would question the vendor if another month showed a similar increase of nearly 100 missed collections, and Mrs. Hynes responded in the affirmative.

The Past Chair, Mr. R. Dunn (M-Chesterfield), noted that the recycling drop-off data for March does not include the numbers for Chesterfield County. Mrs. Hynes explained that the program statistics include only data from CVWMA programs, noting that Chesterfield uses different contractors. She added that staff are working to post the Chesterfield data on the Authority's website and can also provide printed copies monthly.

Item No. 7: Public Information

Mrs. J. Buchanan, CVWMA Public Relations Coordinator, reported on April and May education and outreach activities, beginning with Earth Month events in April. Through in-person programming, CVWMA reached more than 1,600 people, including approximately 800 students in schools and approximately 800 attendees at public events. Mrs. Buchanan also described the new purple reusable bags being used as giveaways. She noted that the purple color was inspired by the Authority's new compost drop-off program, which uses purple carts. She added that the participants were enthusiastic about the bags and the information on composting and recycling.

Mrs. Buchanan highlighted an interactive program at Westview Early Childhood Education Center in Petersburg that reached 400 preschool students aged 3-5. The students learned new songs and dances about the three Rs, which included the new R3 mascot. She also noted that Ms. S. Burr, Education and Outreach Assistant, did an excellent job developing the program and keeping the preschoolers engaged.

Mrs. Buchanan provided a list of upcoming activities and events for the next few weeks, which are included in the board package. She noted that on June 27th, staff will participate in the Multicultural Festival at Richmond Raceway, hosted in partnership by the City of Richmond and Henrico County. The festival will run from 1:00 p.m. to 8:00 p.m., and all are invited to attend. CVWMA will also host a Compost Education Program at Clover Hill Library in Chesterfield County on June 30th. Staff hopes to raise awareness of the compost drop-off sites available to Chesterfield County residents. Lastly, the outreach team will also conduct summer camp programming throughout the summer. Although the full schedule is not yet finalized, those dates should be available by the June Board meeting, when she will have more information to share.

Item No. 8: Financial Report for March 2026

Ms. T. Eckhout, CVWMA Finance and Administration Manager, directed the Board to the April financial reports included in the board packet. She reported that April activity is in line with expected service and budget levels.

CVWMA has a combined net income of \$75,116 year-to-date. The accounts receivable schedule shows that all accounts are current.

A motion was made by the Past Chair, Mr. R. Dunn (M-Chesterfield), seconded by vice chair Ms. J. Stewart (M-New Kent), and carried unanimously that the Financial Reports for April 2026 were approved and filed as submitted.

Item No. 9: Consideration of Resolution 26-15: Amending the 2025-26 General Operating Fund Budget

Mrs. Hynes reminded the Board that FY2025–26 ends on June 30, and the staff has reviewed revenues and expenses compared to the budget and prepared year-end projections to determine whether any transfers or appropriations are needed. She noted that, as Ms. Eckhout reported, CVWMA remains within its overall budget.

Mrs. Hynes explained that she has the authority to approve budget transfers of up to \$2,500 between categories and, after reviewing the budget, has no transfers to bring before the Board for approval at this time. She did, however, present one appropriation related to sponsorship funds received for CVWMA's 35th Anniversary Reception and the Recycling Circularity Fair event. In total, contractors and partners contributed \$15,500. The resolution would amend the budget to recognize the sponsorship revenue and increase the Special Project Support line item to cover related event expenses.

Mrs. Hynes opened the floor for questions. Hearing none, Chairman Drane asked for a motion to approve Resolution 26-15: Amending the 2025-26 General Operating Fund Budget as submitted. A motion was made by Mr. J. Mitchell (M-Henrico), Treasurer, and seconded by Past Chair Mr. R. Dunn (M-Chesterfield), and carried that Resolution 26-15: Amending the 2025-26 General Operating Fund Budget be approved and filed as submitted.

Item No. 10: Administrative

Mrs. Hynes announced that staff is working with PlanRVA on a grant they received to enhance and improve recycling. She noted that the PlanRVA footprint includes nine of CVWMA's member jurisdictions, and that staff is collaborating with PlanRVA and its consulting firm to develop a regional resident survey. The survey will be shared with Board members for distribution within their communities.

Mrs. Hynes explained that similar surveys have been conducted in the past; however, this effort is intended to gather updated information on how residents feel about participating in recycling, why they may or may not participate, the barriers they face, and what services they would like to see. The results are expected to help inform decision makers about residents' needs and preferences, and CVWMA will assist with survey design and dissemination.

Ms. M. Kelley (M-Henrico) inquired about how the survey would be disseminated and distributed to residents. She noted that utility bill inserts had been used for past surveys and commented on how this survey seemed more extensive than previous surveys.

Mrs. Hynes explained that the survey will be distributed through a variety of methods, including social media and in-person outreach. She noted that staff and PlanRVA will attend community events that are not traditionally focused on recycling to reach residents who may not already be engaged in recycling, emphasizing the desire to understand why some residents do not recycle and what barriers they face. PlanRVA has its own list of events where it will conduct outreach and has also coordinated with CVWMA regarding events the Authority is attending, such as the Hanover Tomato Festival, which provides opportunities to reach new audiences.

Mrs. Hynes added that the project will also include focus groups to gather more in-depth feedback from participants. She stated that the survey is expected to be launched within the next month or two, with the overall effort anticipated to conclude by November. She indicated that staff would invite a representative from the consulting firm to present the survey results at a future Board meeting.

Mrs. Hynes reminded the Board that next month's Board meeting will be held on Thursday, June 18th, instead of the usual Friday meeting date. She noted that Friday denotes the Juneteenth holiday, which will be observed by CVWMA and most, if not all, member jurisdictions. She mentioned that next month's meeting will feature a guest speaker, Mr. Ryan Duckett of Geosyntec, a solid waste consulting and engineering firm. She noted that Mr. Duckett serves with her and Mr. J. Clary (A-Henrico) on the state SWANA Board and recently gave an engaging presentation at the SWANA conference on the evolution of solid waste over the past 50 years. She has invited Mr. Duckett to share similar information with the Board at the next meeting.

OLD/NEW BUSINESS

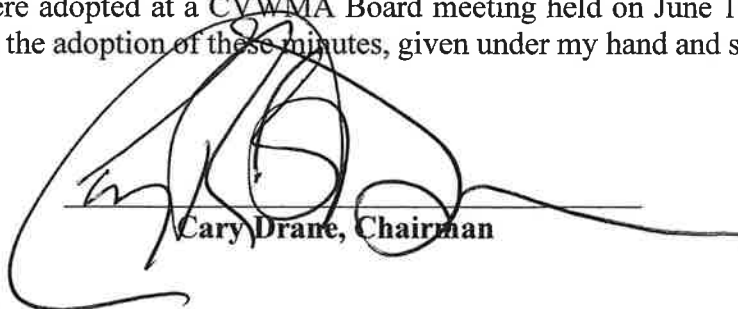
ADJOURNMENT

With no further business to come before the Board, Chairman Drane opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 9:24 a.m. The motion was made by the Past Chair, Mr. R. Dunn (M-Chesterfield), and seconded by the Vice Chair, Ms. J. Stewart (M-New Kent), and carried that the May 15, 2026, Board of Directors' meeting be adjourned.



CERTIFICATE

I, Cary Drane, Chairman of CVWMA, certify that the foregoing minutes are a true and accurate copy of the minutes of the May 15, 2026, regular meeting of the Central Virginia Waste Management Authority (CVWMA) Board of Directors. These minutes were adopted at a CVWMA Board meeting held on June 18, 2026, at 9:00 a.m. I, the undersigned, hereby attest to the adoption of these minutes, given under my hand and seal of the CVWMA on this 18th day of June 2026.



Cary Drane, Chairman