

**HAMILTON COUNTY ENVIRONMENTAL SERVICES - RECYCLING AND SOLID WASTE DISTRICT
MANAGER'S MEMORANDUM**

DATE: July 10, 2020
TO: District Policy Committee Members
FROM: Michelle Balz, Solid Waste Manager

1. Introduction/Opening Comments

NOTICE: This memo is for the meeting to be held Wednesday, July 15, 2020 at 1:30 p.m. This meeting will be held virtually.

Policy Committee information (Agendas, Manager's Memos, Minutes, etc.) is available on the District's website at www.hamiltoncountyrecycles.org.

2. Clerk's Report/Additions to the Agenda

A. Approval of Minutes – Minutes from the May 20, 2020 Policy Committee meeting are included as [Attachment A](#).

B. Additions to the Agenda

Please contact Susan Schumacher at 513-946-7734 or susan.schumacher@hamilton-co.org if you have items to add to the agenda.

3. District Revenue Updates/Analysis

Updates will be provided on current revenue receipts and comparisons with the prior year, as included in [Attachment B](#).

4. Policy Items

A. 2021 Solid Waste Plan Update

In 2021 the District will start the Solid Waste Plan Update process which takes about one and a half years. District staff wrote the most recent Plan Update for the Plan that started in 2018. Although this resulted in an excellent Plan with great staff involvement, it also took time away from program implementation. The Policy Committee needs to decide if the Plan Update process will be completed in house again or if the District will hire a consultant to assist. The District is in a much more secure financial position than during the last Plan Update and staff could still be involved in the process should a consultant be hired. We anticipate this cost will be no more than \$100,000.

Staff Recommendation: *District Staff recommends that the District put out an Request For Proposals and hire a consultant to help write the next Solid Waste Plan Update.*

B. Environmental Enforcement Program

The District funds an Environmental Enforcement Deputy position to enforce illegal dumping and tire transport laws in Hamilton County. The three year agreement for this program expires March 31, 2021. The Policy Committee needs to decide if this program should continue into 2021.

Staff Recommendation: Staff recommends postponing this decision until the September Solid Waste Policy Committee meeting. Staff requests that the Policy Committee share what data and other information would be helpful to the committee in making this decision. Staff has put a placeholder in the budget to fund this program contingent on the Policy Committee decision.

C. 2021 Budget Recommendation

Staff provided the Policy Committee with information on the District's proposed 2021 budget as [Attachment C](#). The total budget request for 2021 is \$3,714,949.60. The District projects \$3.25 million in revenue.

Staff Recommendation: Staff recommends approval of the 2021 budget as presented.

5. Informational Items

A. Recognition of Alexandra Born

Ms. Born has served on the Policy Committee for the last year and has provided valuable insight and ideas. The District thanks Ms. Born for her service and wishes her well in her final year of High School.

B. Compost Bin Sale Wrap Up

The District conducted a pre-order only compost bin and rain barrel sale in partnership with Hamilton County Soil and Water Conservation District with pick up on Saturday, June 27. Residents purchased 600 compost bins and 220 rain barrels along with composting accessories. Response from the residents to the sale was overwhelmingly positive.

C. Waste Reduction Innovation Grant Overview

The District began accepting applications for this continuous grant in January of 2020. Staff awarded two grants since the last Policy Committee. [Attachment D](#) gives an overview of those grants.

D. Environmental Enforcement Program Update

The District funds an Environmental Enforcement Deputy position to enforce illegal dumping and tire transport laws in Hamilton County. [Attachment E](#) shows activity of the deputy through June 30th.

E. Update on Anaerobic Digestion

Staff will provide a brief update on activity around anaerobic digestion infrastructure in Hamilton County.

6. Tentative Future Agenda Items

7. Policy Committee Members' Comments

8. Public Comments

9. Upcoming District Meetings

The next Policy Committee meeting is scheduled for **Wednesday, September 16th, 2020**. This meeting will be held at Hamilton County Environmental Services, 250 William Howard Taft Road, 1st Floor, Cincinnati, Ohio 45219 or via Zoom at 1:30 p.m.

10. Adjournment (Target Time: 3:00 p.m.)