

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

DATE: July 13, 2007
TO: District Policy Committee Members
FROM: Holly Christmann, Solid Waste Manager
Cory R. Chadwick, Director

I. Introduction/Opening Comments

NOTICE: This memo is for the meeting to be held on July 19, 2007. The meeting will begin at 9:30 a.m. at Hamilton County Environmental Services, 250 William Howard Taft Road, Cincinnati, Ohio 45219.

Policy Committee Information (Agendas, Manager's Memos, Minutes, etc.) now available on the District's Website at www.hamiltoncountyclecycling.org.

II. Clerk's Report/Additions to the Agenda

A. Approval of Minutes – Minutes from the May 17, 2007 and June 12, 2007 Policy Committee meetings 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.

III. District Revenue Updates/Analysis

Updates will be provided on current revenue receipts and comparisons with prior years, as included in Attachment B.

IV. Policy Items

A. Emerald Ash Borer

Per discussion at the June 12th Policy Committee meeting, District staff organized an Emerald Ash Borer taskforce meeting in an attempt to develop a list of options that the District could undertake to assist with managing the wood waste that will be generated over the next several years. The taskforce met on June 28th and discussed several ways the District could help, including:

- Public Education
- Consumer Protection
- Recycling Wood Waste
- Developing Outlets for Ash

Attachment C provides a summary report on how the District could assist the public and political jurisdictions address the effects of the Emerald Ash Borer. Each topic includes ways the District can help and provides questions for discussion.

The taskforce generated ideas on how the District can help with outreach, consumer protection, and assisting communities with tub grinding services. However, as can be seen in the Staff summary report, there are many unanswered questions related to utilizing the Ash trees. Therefore, Staff recommends forming a small committee to develop a comprehensive plan on the best way to utilize ash trees.

***Staff Recommendation:** Staff recommends convening a work group to further investigate options for managing wood waste generated from the Emerald Ash Borer.*

B. 2008 Budget Process

Staff is beginning the process of putting together the District's 2008 Budget and welcomes any thoughts Policy Committee members have for 2008 budget priorities.

In mid-August, the Policy Committee will receive a budget packet outlining the 2008 budget. The budget will be placed on the agenda for discussion and approval at the September 20th Policy Committee meeting.

V. Information/Discussion Items

A. Strategic Plan Update

The District received two proposals for facilitation of the Policy Committee's strategic planning process. After interviewing both companies, the District has chosen to contract with Management Partners, Inc. The contract is currently under review by the Prosecutor's Office.

Once a contract is in place, Staff will meet with Management Partners to develop a timeline for the strategic planning process. A key component to this process is the strategic planning session, which is projected to be a one-day meeting to identify the values and key issues, and prioritize goals to help the District achieve its mission. Prior to the one-day strategic planning session, Management Partners will interview each Policy Committee member to understand the issues regarding the strategic planning process.

After the strategic planning session, Management Partners, working with the District, will prepare a report that summarizes and documents the results. Additionally, Management Partners, in conjunction with the District, will prepare a draft Action Plan for implementing the recommendations and action items identified during the planning session.

B. Solid Waste District in the News

Over the past year, Staff has focused on promoting District programs and recycling through local media outlets. To determine the effectiveness of our efforts, Staff is tracking the

number of media placements that publicized District programs. Included as Attachment D is a spreadsheet outline media coverage received about District programs and recycling.

Staff will continue to update this information and provide the Committee with the results of our media relations.

C. Public Recycling Program

Last year, the District developed a public recycling program where community groups can borrow outdoor recycling containers for their festivals as long as they have a method for collecting the recyclables. The goal of this program is to reinforce the recycling message when residents are away from home. In 2006, nine festivals in Hamilton County provided recycling through this program. The participation in this program has almost doubled to seventeen festivals so far in 2007. Participating outdoor events have included the Flower Show, Sycamore Township's evening concerts, Green Township's Concert in the Park, City of Montgomery's July 4th Festival, and Norwood's basketball tournament.

The District will expand this program in 2008 to promote the program to larger event organizers throughout the County.

VI. Tentative Future Agenda Items

VII. Policy Committee Members' Comments

VIII. Public Comments

IX. Upcoming District Meetings

The next Policy Committee meeting is scheduled for September 20th at 9:30 a.m. The meeting will be held at Environmental Services, 250 William Howard Taft Road.

X. Adjournment (Target Time: 11:00 a. m.)