

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

DATE: May 8, 2008

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 May 15, 2008. The meeting will begin at 9:30 am at Hamilton County Environmental Services located at 250 William Howard Taft, Cincinnati, Ohio 45219.

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

II. Clerk's Report/Additions to the Agenda

- A. Approval of Minutes – Minutes from the March 20, 2008 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.

III. District Revenue Updates/Analysis

Updates will be provided on current revenue receipts and comparisons with prior years, as included in Attachment B. Comparisons of District revenue and disposal tonnages, by quarter, are also included in Attachment B.

IV. Health Department Quarterly Update

As a result of the District's Strategic Plan, quarterly updates on the Health Department contracts will be provided. The quarterly report summaries for Hamilton County Public Health and Cincinnati Health Department are included as Attachment C.

V. Policy Items

- A. Request for District Funding for Litter Pick-Ups**
At the March Policy Committee meeting, the Committee briefly discussed the District partially funding litter pick-ups in Over-the-Rhine. Since that meeting, Staff has met with Keep Cincinnati Beautiful and Hamilton County Commissioner Pepper to discuss the program in more detail. Through these meetings, it was determined that the program

should be available to municipalities and townships throughout the County. Although the program specifics continue to be discussed, the District has been approached to fund \$40,000 to offset the cost for two Sheriff Deputies to oversee prisoners picking up litter in business districts. The total cost of the program is \$120,000.00.

Staff developed a report, included as Attachment D, outlining the program as well as listing several discussion points, including:

1. Do litter collection programs fall under the vision of the District?
2. Should the District solicit formal input from those communities that approved the Solid Waste Management Plan Update?
3. As litter collection could be an annual expense, would it be diverting funds away from waste reduction programs?
4. Where does litter fall in the list of uses for the excess carryover balance?

Staff will provide any updates on the specifics of the litter program during the meeting.

***Staff Recommendation:** No recommendation at this time as the District is awaiting a written response from Ohio EPA stating that District funds can be used for litter collection activities.*

B. General Interest Member

The District received six applications for the General Interest Member of the Policy Committee. The selection committee met and interviewed four of the candidates on April 28th. As a result of those interviews, the committee is prepared to recommend that Wright Gwyn be appointed to serve as the General Interest Member of the Policy Committee.

C. District Priority Grant

Under the Solid Waste Management Plan Update, the District replaced the Reduction Assistance Grant with the District Priority Grant for communities and non-profit organizations. Under this revised grant program, the Policy Committee will identify three key solid waste management issues that will be eligible for District Priority Grant funding. Potential grantees will submit grant applications that address these key issues.

Staff has identified the following solid waste issues as potential topics for the Priority Grant: recycling promotion; recycling in public areas; foodwaste composting.

***Staff Recommendation:** Staff recommends the 2009 District Priority Grant address the following solid waste issues: recycling promotion, recycling in public areas, and foodwaste composting.*

D. Priority for District Carryover Balance

As of January 1, 2008, the District's carryover balance is \$2.9 million, which is approximately \$900,000 above the Policy Committee's decision to maintain eight months operating costs in the carryover. The Committee requested that Staff develop a list of program options for the excess carryover balance. Attachment E includes a brief list of potential projects which may merit funding through the spending of carry-over dollars.

It is important to note that the District will begin the process of updating the Solid Waste Management Plan in 2009. As such, the District will initiate a contract with a consulting firm to assist with the plan update. This cost is predicted to be \$100,000. In addition, the District will be expending, at a minimum, \$76,000 from the carryover balance to partially fund the RecycleBank program in the City of Montgomery. Any discussion and/or decisions on the use of the carryover balance should take the plan update and Recycle Bank costs into consideration.

E. Expansion of RecycleBank

The Policy Committee discussed expanding the RecycleBank program to another community. At the March meeting, the Committee requested Staff develop a list of criteria to be used in choosing another community. If the Committee approves funding for the expansion of the RecycleBank pilot program, Staff recommends using the criteria outlined in Attachment F.

Staff is seeking direction from the Committee on whether or not to pursue an additional community to participate in the RecycleBank.

Staff Recommendation: Staff does not have a recommendation at this time on pursuing another pilot project given that the District has not been notified about the Ohio Department of Natural Resources grant application for the City of Montgomery pilot project.

VI. Information/Discussion Items

A. District Performance Measures

As a result of the Strategic Planning Session, on a quarterly basis, Staff will report the results of the District's performance measures. Attachment G provides an outline for the first quarter.

B. Industrial Recycling Rate – 2006

The Ohio EPA revised the District's industrial recycling rate for the year 2006. The District's new industrial recycling rate is 53.78% (compared to 46.38%). The updated recycling rates for 2006 are included as Attachment H.

C. Foodwaste Diversion Committee

Over the past several months, the District has received numerous requests from businesses and institutions seeking advice on how to divert foodwaste from their waste stream. Unfortunately, there is currently no facility in southwest Ohio that can accommodate this need. To that end, the District is convening a group of interested generators to discuss this issue and develop short and long term goals to assist stakeholders in diverting food waste. The first meeting will be held on May 21st.

D. Hamilton County Employee of the Year

The District is proud to announce that Susan Schumacher was named Hamilton County Employee of the Year – Outstanding Customer Service Award.

VII. Tentative Future Agenda Items

VIII. Policy Committee Members' Comments

IX. Public Comments

X. Upcoming District Meetings

The next Policy Committee meeting is scheduled for July 17, 2008. This meeting will be held at Hamilton County Environmental Services, 250 William Howard Taft Road, Cincinnati, Ohio 45219 at 9:30 am.

XI. Adjournment (Target Time: 11:00 am)