



**CITY OF PERRYSBURG
CITY COUNCIL
AGENDA**

June 20, 2023

1. Call to Order - 6:30 PM
2. Roll Call
3. Pledge of Allegiance
4. Minutes of Council Meeting of June 6, 2023
5. Special Reports
6. Letters, Communications, and Citizens Communications
7. Administrative Reports
 - a. Mayor
 - b. City Administrator
 - c. Finance Director
 - d. Law Director
8. President of Council Report
9. Committee Reports

a. Finance & Economic Development

Resolution# 63-2023

AUTHORIZING THE PURCHASE OF INSURANCE THROUGH OHIO PLAN RISK MANAGEMENT, INC. AT A COST NOT TO EXCEED ONE HUNDRED NINETY-ONE THOUSAND SEVEN HUNDRED THIRTY-NINE DOLLARS AND ZERO CENTS (\$191,739.00) AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

Resolution# 64-2023

AUTHORIZING SUBMISSION OF AN ESTIMATE OF REVENUES TO THE WOOD COUNTY BUDGET COMMISSION FOR THE BUDGET YEAR BEGINNING JANUARY 1, 2024 AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

Resolution# 65-2023

A RESOLUTION TO APPROVE THEN AND NOW CERTIFICATES IN THE

AMOUNT OF FIFTY-FOUR THOUSAND ONE HUNDRED NINETY-SIX DOLLARS AND EIGHTY-TWO CENTS (\$54,196.82) AS ATTACHED IN EXHIBIT A FOR THE CITY OF PERRYSBURG; AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

Resolution# 66-2023

AUTHORIZING AN AGREEMENT WITH MTM TRANSIT, LLC TO PROVIDE TRANSPORTATION SERVICES; AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

Resolution# 67-2023

A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT THE FUNDS DONATED BY PERRYSBURGERS FOR SAFETY TOWN SUPPLIES; AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

Ordinance# 22-2023

AMENDING ORDINANCE 56-2022 TO AMEND APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE YEAR ENDING DECEMBER 31, 2023 AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

Motion to Reallocate Ten Thousand Five Hundred Dollars and Zero Cents (\$10,500.00) from the Youth Summer Theater Program (\$10,500) to the Sculpture Walk.

A Vote is requested

- b. Safety
- c. Recreation
- d. Planning & Zoning
- e. Personnel

Ordinance# 21-2023

ADDING CODIFIED ORDINANCE 266.06-8: PREGNANCY AND PARENTAL LEAVE TO THE CITY OF PERRYSBURG PERSONNEL CODE

3rd Reading, vote requested

- f. Public Utilities

Motion to approve two sanitary sewer credits greater than \$1,000.00. One credit is for Thrive Ministries, Inc at 1134 Professional Drive for \$1,241.39. The second credit is for Robert Hamby at 903 Sandalwood East Road for \$1,006.76

A Vote is requested

g. Service

Resolution# 68-2023

**RESOLUTION APPROVING THE DRAFT AMENDED WOOD COUNTY
SOLID WASTE MANAGEMENT PLAN; AND DECLARING AN EMERGENCY**

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

10. Other Business

11. Adjournment

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Resolution 63-2023

DATE: June 12, 2023



Subject Matter/Background

This Resolution authorizes the acceptance of a proposal from Ohio Plan Risk Management for the provision of property liability insurance for the City for the period of July 1, 2023 to July 1, 2024, in an amount of \$191,739.00. The City has been an active member of the Ohio Plan since 2004. The Plan is administered by Hylant Administrative Services, LLC as in previous years. Historical premium amounts for the City while with the Ohio Plan are:

2009	\$141,478.00	Ord. 126-2009
2010	\$144,907.00	Ord. 99-2010
2011	\$160,215.00	Ord. 113-2011
2012	\$140,754.00	Ord. 114-2012
2013	\$164,452.00	Ord. 72-2013
2014	\$192,253.00	Ord. 60-2014
2015	\$138,424.00	Ord. 74-2015
2016	\$142,517.00	Ord. 61-2016
2017	\$138,268.00	Ord. 63-2017
2018	\$141,232.00	Ord. 78-2018
2019	\$144,143.00	Res. 34-2019
2020	\$163,002.00	Res. 30-2020
2021	\$165,130.00	Res. 40-2021
2022	\$186,144.00	Res. 53-2022

The proposal was presented to the Finance and Economic Development Committee on June 13, 2023.

Financial Review

The premium cost for liability coverage has been included within the 2023 budget.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, it is recommended that the three reading rule be waived and the legislation be passed as an emergency measure to allow the City to accept the proposal and prevent any lapse in coverage.

RESOLUTION 63-2023

AUTHORIZING THE PURCHASE OF INSURANCE THROUGH OHIO PLAN RISK MANAGEMENT, INC. AT A COST NOT TO EXCEED ONE HUNDRED NINETY-ONE THOUSAND SEVEN HUNDRED THIRTY-NINE DOLLARS AND ZERO CENTS (\$191,739.00) AND DECLARING AN EMERGENCY

WHEREAS, pursuant to the authority of Sections 731.141, 125.04, 2744.08 and 2744.081 of the Ohio Revised Code taking bids for municipal insurance is no longer required when the provisions of those sections are followed; and,

WHEREAS, insurance through Ohio Plan Risk Management, Inc. complies with such sections; and,

WHEREAS, Ohio Plan Risk Management, Inc. continues to be a reasonable and cost effective mechanism for providing the insurance coverage needed by the City; and,

WHEREAS, the Finance & Economic Development Committee reviewed this request at its meeting on June 13, 2023 and voted 2-0 to recommend the legislation be forwarded to City Council as an emergency measure.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. The Mayor and the Director of Finance are authorized to take all actions necessary to purchase insurance with Ohio Plan Risk Management, Inc., at the cost of One Hundred Ninety-One Thousand Seven Hundred Thirty-Nine Dollars and Zero Cents (\$191,739.00) for the coverage specified herein, and specified in Exhibit A, and over a policy period between July 1, 2023 and July 1, 2024.

- (a) Comprehensive Municipal Liability;
- (b) Employers Liability;
- (c) Public Officials and Employees Liability;
- (d) Law Enforcement Liability;
- (e) Automobile;
- (f) Property;
- (g) Special Property;
- (h) Electronic Equipment/Media;
- (i) Crime;
- (j) Boiler and machinery coverage;

- (k) Bonds (including public officials and employees requiring individual bonds);
- (l) Terrorism;
- (m) Excess Liability;
- (n) Cybersecurity;
- (o) Malicious Acts.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the residents of the City of Perrysburg, Wood County, Ohio, to ensure that there are no coverage gaps on potential City liabilities, and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

Ohio Plan Package Proposal

City of Perrysburg

201 West Indiana Avenue
Perrysburg, OH 43551

Effective Date of Coverage: 07/01/23 to 07/01/24

► **Prepared by:**
Hylant Administrative Services, LLC
811 Madison Ave., 11th Floor
Toledo, OH 43603-2083

BOARD OF DIRECTORS

With history dating back to 1988, the Ohio Plan Risk Management, Inc. (Ohio Plan) was formed to provide affordable, comprehensive property and liability coverage to Ohio's public entities. The Ohio Plan is managed by a board of directors composed of individual representatives from a diverse selection of local governments. The board of directors ensures the Ohio Plan meets the common needs of all its members.

Board Officers

<u>Chris Gilbert</u> Ohio Plan - President Springfield Township Hamilton County cgilbert@springfieldtwp.org	<u>Joel Montgomery</u> Ohio Plan – Vice President City of Wooster Wayne County jmontgomery@woosteroh.com	<u>Bret Henninger</u> Ohio Plan - Secretary Great Parks Hamilton County bhenninger@greatparks.org
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Board Members

<u>John Applegate</u> City of Union Montgomery County japplegate@unionoh.org	<u>Erika Buri</u> The Olander Park System Lucas County eburi@olanderpark.com	<u>Jim Crandall, CPA</u> Muskingum Watershed Conservancy District Tuscarawas County jcrandall@mwcd.org
<u>Jamie Giguere</u> City of Wauseon Fulton County jamie.giguere@cityofwauseon.com	<u>Michael Hampton</u> Springfield Township Lucas County mhampton@springfieldtownship.net	<u>Kerry Reed</u> Newton Falls Public Library Trumbull County kerryreed@newtonfalls.org
<u>Joseph F. Stefanov</u> City of New Albany Franklin County jstefanov@newalbanyohio.org		<u>Jennifer Wilder</u> City of Oakwood Montgomery County wilder@oakwood.oh.us

Entity Name: City of Perrysburg

SUMMARY OF COVERAGE

PROPERTY COVERAGE

LIMITS

Building and Personal Property	\$114,754,351
Specific Building and Personal Property	\$ 0
<i>See the Property Schedule for those locations covered on a blanket limit vs. specific basis.</i>	
Flood and Mudslide	Not Covered
Earthquake and Volcanic Eruption	Not Covered
Business Income with Extra Expense	\$500,000
Legal Liability – Real Property	\$1,000,000
Ordinance or Law Coverage	\$500,000
Deductibles	
Building and Personal Property	\$1,000
Electric Substations and Transformers	\$10,000
Flood and Mudslide	Not Covered
Earthquake and Volcanic Eruption	Not Covered
Unmanned Aerial Systems	
Causes of Loss	Special Form
Coinsurance	Agreed Amount
Valuation	See Property Schedule

Additional Property Coverage/Extensions

Accounts Receivable	\$250,000
Animal Mortality/Injury	\$40,000
Arson Reward	\$25,000
Athletic Fields – Natural and Artificial Turf	\$200,000
Builders Risk	\$500,000
Cemetery Buildings	\$25,000
Claim Preparation Expense	\$50,000
Commandeered Property	\$100,000
Crime Reward	\$1,000 Per Person Subject to \$5,000 Maximum
Electronic Data	\$1,000
Expediting Expense	\$250,000

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Entity Name: City of Perrysburg

SUMMARY OF COVERAGE

Additional Property Coverage/Extensions

Fine Arts	\$25,000
Fire Department Service Charge	Actual Fire Department Service Charge
Fire Protective Devices	\$5,000
Lock Re-Keying	\$2,500
Newly Acquired/Constructed	
Building	\$2,000,000
Personal Property	\$1,000,000
Non-owned Detached Trailers	\$5,000
Outdoor Property	\$100,000
Paved Surfaces	\$100,000
Personal Effects of Employees – Per Claim	\$2,500
Pollutant Clean-up	\$100,000
Property in Transit	\$100,000
Property Off Premises	\$10,000
Spoilage	\$25,000
Underground Pipes, Flues or Drains	\$1,000,000
Unnamed Location	\$750,000
Utility Services (Off Premises Power Interruption)	\$25,000
Valuable Papers – Cost to Research	\$250,000
No Foundations Exclusion	

EQUIPMENT BREAKDOWN COVERAGE

LIMITS

Property Damage – Any One Accident	\$114,754,351
Deductibles	
Property Damage	\$1,000
Deep Well Pumps, Electrical Substations and Transformers	\$10,000

Entity Name: City of Perrysburg

PROPERTY SCHEDULE

PREM #	BLDG #	DESCRIPTION	ADDRESS	BUILDING LIMIT	PERSONAL PROPERTY LIMIT	PROPERTY IN OPEN LIMIT	VALU A-TION ⁽¹⁾	SPECIFIC LIMIT
1	1	Drinking Fountain		\$ 0	\$ 0	\$3,807	RC	
2	1	1.5 mg Reservoir	1 W. Boundary	\$1,193,152	\$ 0	\$ 0	RC	
3	1	Radio Tower- 80ft. - Including Enclosure		\$ 0	\$7,407	\$105,020	RC	
4	1	Welcome Signs		\$ 0	\$ 0	\$6,931	RC	
5	1	Veterans Memorial	0 West Front St. - Hood Park	\$ 0	\$ 0	\$10,907	RC	
6	1	Chlorination Building	1 W. Boundary	\$1,062,152	\$83,578	\$ 0	RC	
6	2	Digester 1	1 W. Boundary	\$436,004	\$ 0	\$ 0	RC	
6	3	Primary Tanks 3, 4	1 W. Boundary	\$652,150	\$ 0	\$ 0	RC	
6	4	Administration/ Lab	1 W. Boundary	\$1,035,338	\$92,866	\$800,010	RC	
6	5	Digester 3	1 W. Boundary	\$436,004	\$ 0	\$ 0	RC	
6	6	Storage 2	1 W. Boundary	\$112,367	\$23,217	\$ 0	RC	
6	7	Belt Press Building	1 W. Boundary	\$1,691,550	\$69,650	\$ 0	RC	
6	8	S. Aeration Tanks #2	1 W. Boundary	\$1,849,191	\$ 0	\$ 0	RC	
6	9	Final Settling Tank #2	1 W. Boundary	\$549,701	\$ 0	\$ 0	RC	

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PREM #	BLDG #	DESCRIPTION	ADDRESS	BUILDING LIMIT	PERSONAL PROPERTY LIMIT	PROPERTY IN OPEN LIMIT	VALUATION ⁽¹⁾	SPECIFIC LIMIT
6	10	Digester Control Building	1 W. Boundary	\$517,029	\$24,378	\$ 0	RC	
6	11	Final Settling Tank #5	1 W. Boundary	\$549,701	\$ 0	\$ 0	RC	
6	12	Primary Tanks 1, 2	1 W. Boundary	\$652,150	\$ 0	\$ 0	RC	
6	13	Screen Building	1 W. Boundary	\$228,103	\$12,769	\$ 0	RC	
6	14	Chlorine Tank	1 W. Boundary	\$697,075	\$ 0	\$ 0	RC	
6	15	Final Settling Tank #3	1 W. Boundary	\$1,077,497	\$ 0	\$ 0	RC	
6	16	Grit Building	1 W. Boundary	\$121,540	\$17,413	\$ 0	RC	
6	17	Storage 1	1 W. Boundary	\$182,597	\$40,630	\$ 0	RC	
6	18	New Sludge Pump House	1 W. Boundary	\$561,026	\$35,986	\$ 0	RC	
6	19	Final Settling Tank #4	1 W. Boundary	\$1,077,497	\$ 0	\$ 0	RC	
6	20	Blower Building	1 W. Boundary	\$1,324,266	\$38,306	\$ 0	RC	
6	21	Digester 2	1 W. Boundary	\$1,116,712	\$ 0	\$ 0	RC	
6	22	New Primary Settling Tank #1	1 W. Boundary	\$1,458,690	\$ 0	\$ 0	RC	
6	23	Maintenance Building	1 W. Boundary	\$824,184	\$76,615	\$ 0	RC	
6	24	Grit Tank	1 W. Boundary	\$108,833	\$ 0	\$ 0	RC	
6	25	N. Aeration Tanks #1	1 W. Boundary	\$1,849,191	\$ 0	\$ 0	RC	
6	26	New Thickener	1 W. Boundary	\$713,441	\$ 0	\$ 0	RC	
6	27	Digester 4	1 W. Boundary	\$436,004	\$ 0	\$ 0	RC	

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6	28	Storage #3	1 W. Boundary	\$407,216	\$69,650	\$ 0	RC	
6	29	Air Mix Tank	1 W. Boundary	\$699,165	\$ 0	\$ 0	RC	
6	30	Yard Metering Flume	1 W. Boundary	\$27,859	\$ 0	\$ 0	RC	
6	31	Wastewater Treatment Plant- Main	1 W. Boundary	\$15,317,051	\$ 0	\$ 0	RC	
7	1	Swimming Pool	1045 Elm Street	\$ 0	\$ 0	\$978,596	RC	
7	2	Visitor Dugout	1045 Elm Street	\$ 0	\$ 0	\$7,498	RC	
7	3	Home Dugout	1045 Elm Street	\$ 0	\$ 0	\$7,498	RC	
7	4	Pool Building	1045 Elm Street	\$590,486	\$85,193	\$ 0	RC	
7	5	Pool Mech. Building	1045 Elm Street	\$137,848	\$ 0	\$ 0	RC	
7	6	Park-Old Concessions/Restroom	1045 Elm Street	\$156,200	\$ 0	\$ 0	RC	
8	1	Street/Main. Offices	11980 Roachton Road	\$1,878,244	\$1,847,547	\$ 0	RC	
8	2	Street/ Vehicle Storage	11980 Roachton Road	\$409,921	\$91,031	\$ 0	RC	
8	3	Street/ Equipment Storage	11980 Roachton Road	\$21,765	\$230,574	\$ 0	RC	
8	4	Street/ Salt Shed	11980 Roachton Road	\$28,847	\$ 0	\$ 0	RC	
9	1	Water Main./Office/Shop	127 W. Fifth St.	\$424,513	\$ 0	\$ 0	RC	
9	2	Water Tower	127 W. Fifth St.	\$1,219,710	\$ 0	\$ 0	RC	
10	1	Schaller Memorial - Meeting Hall	130 W. Indiana Ave.	\$908,378	\$ 0	\$ 0	RC	
11	1	Brookhaven Lift Station	13563 Fort Meigs Rd.	\$218,699	\$41,441	\$ 0	RC	

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12	1	Fire Station / Rec Center	140 W. Indiana Ave.	\$2,404,030	\$997,425	\$ 0	RC	
13	1	Bicentennial Park Shelter	185 Mark Lane	\$22,184	\$ 0	\$ 0	RC	
14	1	Municipal Building	201 W. Indiana Ave.	\$3,122,844	\$82,174	\$ 0	RC	
15	1	Lift Station Gorman View	201 Margaret	\$381,795	\$71,161	\$ 0	RC	
16	1	Salt Shed	205 E. Boundary St.	\$29,393	\$ 0	\$ 0	RC	
16	2	Water Division Building/Offices/Shops	205 E. Boundary St.	\$1,948,851	\$163,734	\$ 0	RC	
16	3	Water Veh. Storage	205 E. Boundary St.	\$424,234	\$20,796	\$ 0	RC	
16	4	Water Veh. Storage	205 E. S. Boundary	\$424,234	\$20,796	\$ 0	RC	
17	1	Water Office Building / Pumping Station	211 E. Boundary	\$229,471	\$84,298	\$ 0	RC	
17	2	Emergency Generator Building	211 E. Boundary St.	\$40,721	\$ 0	\$ 0	RC	
17	3	Maumee Lift Station	211 E. Boundary St.	\$453,638	\$ 0	\$ 0	RC	
18	1	795 Lift Station	10770 Avenue Road	\$427,182	\$ 0	\$ 0	RC	
21	1	Garage	222-228 W. 3rd St.	\$12,327	\$ 0	\$ 0	RC	
21	2	Leased Shop Building	222-228 W. 3rd St.	\$1,277,032	\$ 0	\$ 0	RC	
22	1	Sanctuary Lift Station	2276 Mission Hill	\$192,001	\$ 0	\$ 0	RC	
23	1	Rivers Edge Lift Station	24680 Fort Meigs Rd.	\$374,249	\$ 0	\$ 0	RC	
24	1	1.0 Million Water Tower	26146 Ft. Meigs Rd.	\$3,288,180	\$ 0	\$ 0	RC	

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25	1	1.5 MG Water Tower	26155 Scheinder Rd.	\$4,296,296	\$ 0	\$ 0	RC	
26	1	Lift Station	26516 Carronade Blvd.	\$301,117	\$ 0	\$ 0	RC	
27	17	Lift Station	12220 Eckel Junction Rd.	\$263,274	\$ 0	\$ 0	RC	
28	1	Perry Lift Station	26884 McCutchenville	\$281,965	\$ 0	\$ 0	RC	
29	1	Lift Station	28180 White Road	\$319,110	\$ 0	\$ 0	RC	
30	1	Playground Equip.	Three Meadows	\$ 0	\$ 0	\$25,341	RC	
31	1	Municipal Court	300 Walnut St.	\$6,135,585	\$144,232	\$ 0	RC	
32	1	Storage Building	316 Cherry St.	\$175,933	\$6,931	\$ 0	RC	
33	1	Police Department / Radio Tower	330 Walnut	\$7,362,922	\$639,613	\$108,693	RC	
34	1	Water Tower	500,000 Gallon Reserve-Reservoir	\$676,760	\$ 0	\$ 0	RC	
35	1	Pump Station	615 S. W. Boundry	\$1,560,655	\$ 0	\$ 0	RC	
36	1	Concession/Storage/Restroom	700 Three Meadows Dr.	\$242,299	\$ 0	\$ 0	RC	
36	2	Shelter House/Restroom	700 Three Meadows Dr.	\$151,556	\$7,893	\$ 0	RC	
37	1	Lift Station	861 Cherry Street	\$264,203	\$ 0	\$ 0	RC	
38	1	Poles, Lights, Wiring	All Locations	\$ 0	\$ 0	\$127,772	RC	
39	1	Fencing, Backstops	All Locations	\$ 0	\$ 0	\$270,852	RC	
40	1	Water Dept.	Anthony Wayne Trail	\$5,110,899	\$ 0	\$ 0	RC	
41	1	Metering Vault	Anthony Wayne Trail	\$21,754	\$ 0	\$ 0	RC	

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PREM #	BLDG #	DESCRIPTION	ADDRESS	BUILDING LIMIT	PERSONAL PROPERTY LIMIT	PROPERTY IN OPEN LIMIT	VALU A-TION ⁽¹⁾	SPECIFIC LIMIT
42	1	Nature Study Building	Avenue Road	\$56,868	\$ 0	\$ 0	RC	
43	1	Tornado Siren	Bicentennial Park	\$ 0	\$ 0	\$23,598	RC	
44	1	Tennis Courts	City Park	\$ 0	\$ 0	\$215,686	RC	
45	1	Playground Equip.	Eisenhower Park	\$ 0	\$ 0	\$19,761	RC	
46	1	Tornado Siren - 4	Ft. Meigs	\$ 0	\$ 0	\$25,131	RC	
47	1	Boat Dock	Hood Park	\$ 0	\$ 0	\$71,125	RC	
48	1	River Ridge Lift Station	Hull Prairie Road	\$274,071	\$ 0	\$ 0	RC	
49	1	Misc. Park & Playground Equipment	Misc. Park & Playground Equipment	\$ 0	\$ 0	\$102,216	RC	
50	1	Playground Equip.	Municipal Park	\$ 0	\$ 0	\$37,839	RC	
50	2	Rec. Building	Municipal Park	\$500,485	\$20,796	\$ 0	RC	
50	3	Lights- 2 Fields	Municipal Park	\$ 0	\$ 0	\$170,361	RC	
50	4	Drinking Fountain	Municipal Park	\$ 0	\$ 0	\$4,569	RC	
50	5	Meyer Field Fence	Municipal Park	\$ 0	\$ 0	\$40,042	RC	
50	6	Tennis Courts Fence	Municipal Park	\$ 0	\$ 0	\$27,552	RC	
50	7	Pickleball Court Bleachers	Municipal	\$ 0	\$ 0	\$3,502	RC	
51	1	4, 5 Row Bleachers	Parks	\$ 0	\$ 0	\$24,780	RC	
52	1	Playground Equip.	Rivercrest Park	\$ 0	\$ 0	\$24,959	RC	
52	2	Bleachers	Rivercrest Park	\$ 0	\$ 0	\$6,409	RC	

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PREM #	BLDG #	DESCRIPTION	ADDRESS	BUILDING LIMIT	PERSONAL PROPERTY LIMIT	PROPERTY IN OPEN LIMIT	VALUATION ⁽¹⁾	SPECIFIC LIMIT
52	3	Ballfield Lights	Rivercrest Park	\$ 0	\$ 0	\$91,120	RC	
52	4	Storage Building	Rivercrest Park	\$129,106	\$ 0	\$ 0	RC	
52	5	Drinking Fountain	Rivercrest Park	\$ 0	\$ 0	\$4,569	RC	
52	6	Trail	Rivercrest Park	\$ 0	\$ 0	\$292,326	RC	
52	7	Office/Concession/Restrooms	Rivercrest Park	\$558,344	\$12,700	\$ 0	RC	
53	1	1 Mil. Gallon Water Tower	Roachton Rd	\$ 0	\$ 0	\$3,332,141	RC	
54	1	Tennis Courts	Rotary Park	\$ 0	\$ 0	\$239,182	RC	
54	2	Pavillion	Rotary Park	\$330,750	\$ 0	\$ 0	RC	
54	3	ADA Playground	Rotary Park	\$ 0	\$ 0	\$739,607	RC	
54	4	Pickle Ball Courts	Rotary Park	\$367,500	\$ 0	\$ 0	RC	
55	1	Tornado Siren - 5	S.R. 25	\$ 0	\$ 0	\$25,554	RC	
56	1	Tornado Siren - 6	S.R. 65	\$ 0	\$ 0	\$25,554	RC	
57	1	Pump Station	S.R. 795	\$1,793,520	\$ 0	\$ 0	RC	
57	2	Pedestrian Bridge	S.R. 795	\$ 0	\$ 0	\$86,848	RC	
58	1	Metering Vault	Simmons Rd.	\$6,198	\$ 0	\$ 0	RC	
59	1	Drinking Fountains	TBD	\$ 0	\$ 0	\$7,733	RC	
60	1	Repeater	TBD	\$ 0	\$ 0	\$19,890	RC	
61	1	Three Meadows Siren	Three Meadows	\$ 0	\$ 0	\$34,071	RC	

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PREM #	BLDG #	DESCRIPTION	ADDRESS	BUILDING LIMIT	PERSONAL PROPERTY LIMIT	PROPERTY IN OPEN LIMIT	VALU A-TION ⁽¹⁾	SPECIFIC LIMIT
62	1	Traffic Controls and Lights	Various Locations	\$ 0	\$ 0	\$340,728	RC	
63	1	Multi-Use Path	Various Locations	\$ 0	\$ 0	\$436,186	RC	
64	1	Security Fencing	Various Locations	\$ 0	\$ 0	\$44,836	RC	
65	1	Water Tower Siren	Water Tower Siren	\$ 0	\$ 0	\$25,554	RC	
66	1	Playground Equip.	Woodlands Park	\$ 0	\$ 0	\$340,728	RC	
66	2	Shelter House	Woodlands	\$151,556	\$ 0	\$ 0	RC	
66	3	Woodlands Park Sculptures	Woodlands	\$ 0	\$ 0	\$260,411	RC	
67	1	Downtown Restrooms	E. Second St	\$235,647	\$ 0	\$ 0	RC	
68	1	Fire Station	26100 Ft. Meigs Rd	\$7,084,665	\$787,185	\$ 0	RC	
69	1	Cold Storage Buidling	Service Dept	\$210,945	\$ 0	\$ 0	RC	
70	1	Garage	Dept. of Public Works	\$178,390	\$ 0	\$ 0	RC	
71	1	Sun Shades (6)	Riverside Park	\$ 0	\$ 0	\$46,225	RC	
71	2	Gold Star Memorial	Riverside Park	\$ 0	\$ 0	\$73,500	RC	
71	3	Paper Airplane Art Display	Riverside Park	\$ 0	\$ 0	\$21,000	RC	
72	1	Kayak Launch	Orleans Park	\$14,362	\$ 0	\$ 0	RC	
TOTAL				\$99,068,148	\$5,947,985	\$9,738,218		

 ⁽¹⁾ RC Replacement Cost



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ACV Actual Cash Value
FRC Functional Replacement Cost
HV Historical Value

Entity Name: City of Perrysburg

UNMANNED AERIAL SYSTEMS SCHEDULE

UAS #	MANUFACTURER AND SPECIFICATION OF UAV	MANUFACTURER AND SPECIFICATION OF BASE STATION AND TRANSMITTER	PAYLOAD SIZE AND CONTENT	TOTAL WEIGHT OF UAV AND CONTENT	DESCRIPTION OF OPERATIONS	REPLACE-MENT COST OF UAS
1	DJU Mavic 2 Enterprise ADV			909g up to 1100g	Public Safety	\$6,500
2	DJI Mavic 2 Enterprise ADV			909g up to 1100g	Public Safety	\$6,500
3	DJI mt2 (Mini 2) 100			249h	Public Safety	\$1,000
4	DJI mt2 (Mini 2) 100			249g	Public Safety	\$1,000

TOTAL

Entity Name: City of Perrysburg

SUMMARY OF COVERAGE

SPECIAL PROPERTY COVERAGE

LIMITS

Special Property - Scheduled	\$6,804,338
Special Property - Unscheduled Equipment (Any one item \$15,000 or less)	\$1,399,452
Deductible	\$1,000

Causes of Loss	Special Form
Valuation	Replacement Cost

SCHEDULED FINE ARTS COVERAGE

LIMITS

Fine Arts - Scheduled	\$ 0
Deductible	

Causes of Loss	Special Form
Valuation	Market Value

TRANSMISSION AND DELIVERY LINE COVERAGE

LIMITS

Transmission And Deliver Line	\$ 0
Deductible	Not Covered

Causes of Loss	Special Form
Valuation	Replacement Cost

COMPUTER COVERAGE

LIMITS

Computer Equipment	\$736,704
Media and Data	\$47,836
Property Away from Premises	\$5,000
Computer Virus	\$1,000

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Business Income	\$10,000
Extra Expense	\$40,000
Deductibles	
Computer Equipment	\$1,000
Business Income	None
Extra Expense	None
Causes of Loss	Special Form
Valuation	
Computer Equipment	Replacement Cost
Data and Media	Reconstruction Cost

Entity Name: City of Perrysburg

SPECIAL PROPERTY SCHEDULE

ITEM#	DESCRIPTION	SERIAL NO.	VALUE
1	All Fire Communication Equip.		\$824,765
2	Kohler Diesel Generator- 100KW	2301356	\$75,343
3	78 Ford 4200 with Flail Mower-Street	D3NN4024AD	\$19,375
4	Various Scott Air Systems		\$213,592
5	2005 Caterpillar/Backhoe Water Div.	G4D28034	\$97,195
6	2004 Bowmag Tandem Vibratory Roller-Streets	35831001237	\$17,820
7	2014 Crafcro Diesel Crack Sealer - Street	1C95V1225E1418161	\$28,533
8	2008 Jaws of Life Extrication Equipment - Fire		\$43,878
9	2000 John Deere 1145 Front Mount 72" Mower- Street	TC445D012626	\$17,239
10	2005 Case Wheel Loader	N8GP01438	\$51,599
11	Kustom Speed Trailer - Police		\$16,742
12	2010 Old Dominion Brush Leaf Machine-Streets	1Z9PS2024AR168142	\$17,580
13	2011 Old Dominion Brush Leaf Machine-Streets	1Z9PS202XAR168145	\$17,580
14	2008 Identocard Access Control System-Pool		\$22,723
15	1988 Interstate Mobile Command Trailer -Police	1UK500L25J1003275	\$59,795
16	18 ' Boat, Motor, Trailer	Trl. 5223, Motor 1036461	\$34,838
17	2007 Schwarze Street Sweeper-Street		\$196,739
18	2002 Bandit Chipper-Street	021175	\$34,084
19	2012 Spanco Diamond Series Body/Crane-WPC		\$29,898
20	1990 Caterpillar Fork Lift-WPC	7AM00899	\$16,742
21	4 2008 Philips Heart Monitor/Defib. @ \$25,000 ea.		\$119,592
22	Toro 4100 Mower-Street		\$17,993
23	2 2005 Groundmaster Toro 455-D Mowers-Street		\$17,993
24	3 Allied Dri Prime Pump-WPC	CD103M	\$134,277
25	Allied Submerisble Pump-WPC	H5150MR	\$57,815

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ITEM#	DESCRIPTION	SERIAL NO.	VALUE
26	2008 E.H. Wachs Trailer	1E9PT13178C297204	\$54,803
27	2 2012 Trimble Hand Held Water GIS Locators- Water		\$21,526
28	Digital Cameras, GPS Units, Projectors		\$59,795
29	2004 Vermeer Stump Cutter - Street	IVRY102W75	\$16,742
30	Skid-Mount Root Foamer - WPC		\$28,702
31	2010 Rover 225 Crawler - WPC		\$29,886
32	2010 OTT Mach 4 Rotary Truck Life Streets	0027, 0028, K0010, J0010	\$41,856
33	2006 10' Gledhill Snow Plow #1	84887	\$17,939
34	2006 10' Gledhill Snow Plow #2	83881	\$17,939
35	2000 10' Gledhill Snow Plow #3	78258	\$17,939
36	2000 10' Gledhill Snow Plow #5	71034	\$17,939
37	2000 10' Gledhill Snow Plow #6	78931	\$17,939
38	10' Henderson Snow Plow #7		\$17,939
39	2013 Marathon Hot Mix Transporter-Street	2M90PS3T7D11102070	\$32,289
40	2012 Kubota 4WD Mower w/72" Deck-Street	15286	\$22,244
41	2011 Wireless Networking, radios,antennas,equip.		\$86,105
42	2 Power Ambulance Cot - Fire		\$33,167
43	2012 Marathon Asphalt Sprayer - Streets	2M9HMT8D5CH102343	\$18,541
44	2013 Folder/Inserter - Water	13EY1210	\$27,161
45	2014 AllTech Tower Trailer	1A9BT2221FT5100007	\$52,261
46	2012 Kubota 4WD Tractor w/ cap mower- Parks	10111	\$22,239
47	Crafco Supershot Melter		\$52,326
48	Alamo 74" Mower		\$32,693
49	4120 Company Utility Tractor- DPU		\$43,378
50	2014 New Holland Tractor- Parks	73337528	\$50,643
51	2015 Wittern Medical Dispensing Machine- Fire	138201515155	\$15,906
52	AVTEC Console- Police		\$19,323
53	Interview Room Recording System- Police	4LSV182	\$43,006
54	Vactor 2115SE mounted on a 2015 Freightliner-WPC	15-05V-15504	\$496,037

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ITEM#	DESCRIPTION	SERIAL NO.	VALUE
55	2008 G-80XQ 80KW Generator- WPC	D4D00950	\$29,220
56	Power Load-Fire	160139747	\$30,281
57	Trailer-Streets	112H8V340FL080109	\$22,386
58	2014 Kobelco Mini Excavator- WPC	PSG4-10598	\$80,591
59	2010 Groundmaster 4100-D Lawn Mower- Streets	316000501	\$67,278
60	2016 Grasshopper Mower- Parks	6615938	\$18,381
61	2017 Shortstop Trailer, 2 axle, mixer	8122	\$21,117
62	2016 L-3 Mobilvision In-Car Video Dashcam System	Police	\$145,104
63	Various Digital cameras, GPS Units, projectors	Various	\$58,041
64	2016 E-Force 15C Jaws of Life- Fire	EF27MC1503	\$41,007
65	MOYNO 200 Pump-WPC	4089000285	\$19,202
66	2016 Power Pro Ambulance Cot- Fire	160639998	\$22,050
67	2011 New Holland 120 UV Stretch Diesel	A5CUAA4EKBA199159	\$48,755
68	1983 Buck & Knobby Front End Loader	544CB407046DW	\$58,041
69	Marathon UPS300T	2M9UPS3T7DH102070	\$17,413
70	JAVS Evidence Presentation Cart- Court		\$47,335
71	Moriarty Silent Solar Message Board- Police	4GM1M0914H1454613	\$15,885
72	Bender Comm Bi-Directional Amplifier - Fire	217570-B	\$53,436
73	ODB Trailer Vacuum Leaf Collector-Streets	1Z9PS2024HR168071	\$55,594
74	ODB Trailer Vacuum Leaf Collector-Streets	1Z9PS2022HR168070	\$55,594
75	ATM- 72LC Hillside Mower Harper- Parks	16A33	\$52,768
76	Groundmaster 4100E Tier 4 Mower	316000510	\$64,750
77	Rover X Truck Vision Control	5682905	\$89,100
78	Metal Detector	150082	\$32,088
79	Transfer Switch	J17M270562	\$52,814
80	Galaxy 3500 Universal Power System		\$37,246
81	Eforce S53 Spreader 2.0 Extrication	1801DS243	\$31,943
82	Asphalt Recycler (Hot Box)	50715	\$31,039
83	Brine Machine BXPPO	713015-1	\$40,017

ITEM#	DESCRIPTION	SERIAL NO.	VALUE
84	Toro Dingo TX100 Wide Track Mower	401146369	\$31,912
85	APX 6000 Radios (2019 Court)		\$26,427
86	APX 6000 Radios (2019 Police)		\$259,798
87	APX 6000 Radios (2019 Fire)		\$26,133
88	Power Pro Ambulance Cot	1812003500230	\$22,605
89	SCBA Cascade System 2019		\$42,326
90	Stryker Power Load Cot System	1902003400087	\$26,908
91	Ohio Cat 2019 938M Wheel Loader	J3R06502	\$239,258
92	Falcon Push Machine	30147972	\$19,254
93	Weir SFE5-Horizontal Pump & Motor	901111-2	\$18,888
94	John Deere End Loader	1LU324KZEZB0422003	\$103,143
95	Clark 2015 C-30 Forklift	P232L12259839	\$20,837
96	Mobile UV Disinfection Cabinet		\$92,188
97	Police Body Camera System		\$164,465
98	Spider Slope Mower	4089	\$43,084
99	Clorox Electrostatic Sprayer (7)		\$26,972
100	Duraco Durapatcher	21575	\$74,419
101	Eeger Beaver 1415 Chipper	XMW073121	\$49,090
102	Caterpillar 299DS DCA6 Compact Track Loader		\$80,390
103	Atlas Copco Compressor	UCV200748	\$20,312
104	Portacount Pro Fit Tester		\$19,273
105	Trimble Survey R12i, Model 160	6131F01946	\$33,634
106	Defibrilators (5)		\$188,222
107	Tapping Equipment		\$38,522
108	Mobil Colum Lift	FXCH218U200RDYL	\$20,256
109	14' 5" Boat w/ Motor - Fire	IMG4SA30H021, Motor - 069002BA	\$15,254
110	Stove Top for Safety Trailer		\$17,291
111	Mobil Column Forward Lift	FXCH218U200RDYL	\$19,291
112	Compressor	UVC200748	\$19,345

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ITEM#	DESCRIPTION	SERIAL NO.	VALUE
113	Finn T60 Trailer Hydroseeder	00-3026	\$47,372
114	John Deere 6110M	1L06110MNH164059	\$67,000
TOTAL			\$6,804,338

FINE ARTS SCHEDULE

ITEM#	DESCRIPTION	VALUE
TOTAL		\$ 0

Entity Name: City of Perrysburg

SUMMARY OF COVERAGE

LIBRARY MATERIALS COVERAGE	LIMITS
Scheduled Library Materials	
Library Materials in Storage	Not Covered
Library Materials on Exhibition	Not Covered
Library Materials in Transit	Not Covered
Library Materials on Loan	Not Covered
Unscheduled Rare Books and Periodicals	Not Covered
Scheduled Rare Books and Periodicals	Not Covered
Library Fine Arts	Not Covered
Deductible	Not Covered

Entity Name: City of Perrysburg

SUMMARY OF COVERAGE

CRIME COVERAGE	LIMITS
Public Employee Dishonesty ¹	\$1,000,000
Inside the Premises – Theft of Money and Security	\$50,000
Outside the Premise	\$50,000
Forgery and Alterations	500000
Computer Fraud ¹	1000000
Funds Transfer Fraud ¹	1000000
Social Engineering Fraud ²	\$100,000
Destruction of Electronic Data or Computer Programs	\$ 250
Telephone Toll Fraud	\$5,000
Credit, Debit or Charge Cards	\$5,000
Deductibles	
Public Employee Dishonesty	\$10,000
Inside the Premises	\$250
Outside the Premise	\$250
Forgery and Alterations	\$1,000
Computer Fraud	\$10,000
Funds Transfer Fraud	\$10,000
Social Engineering Fraud	\$1,000
Destruction of Electronic Data or Computer Programs	\$5,000
Telephone Toll Fraud	\$ 250
Credit, Debit or Charge Cards	\$ 250

- Social Engineering Fraud is specifically excluded from the noted coverage agreements and only available under the separate Social Engineering Fraud coverage agreement.*
- Employees must make a reasonable effort to verify, but not through email, the authenticity of any change of account request or transfer instruction.*

Entity Name: City of Perrysburg

SUMMARY OF COVERAGE

LIABILITY COVERAGE	LIMITS
General Liability	
Bodily Injury and Property Damage – Each Occurrence	\$10,000,000
General Aggregate	\$12,000,000
Personal & Advertising Injury – Each Offense	\$10,000,000
Medical Expense – Per Person	\$10,000
Medical Expense – Any One Accident	\$50,000
Deductible	\$0
Unmanned Aerial Systems	\$500,000
Unmanned Aerial Systems Deductible	0
<u>Coverage Extensions</u>	
Cemetery Professional	
Governmental Medical	
See Liability Exposures Schedule, if applicable	
Employee Benefits Liability	
Each Incident	\$10,000,000
Annual Aggregate	\$12,000,000
Deductible	\$0
Employers Liability	
Bodily Injury by Accident – Each Accident	\$10,000,000
Bodily Injury by Disease – Each Employee	\$10,000,000
Bodily Injury by Disease – Aggregate	\$10,000,000
Deductible	\$0
PRIOR ACTS COVERAGE	RETROACTIVE DATES

Entity Name: City of Perrysburg

LIABILITY EXPOSURES SCHEDULE

OPERATIONS/EXPOSURE AND EXPOSURE BASE	SUBCONTRACTED (YES/NO)	DESCRIPTION	EXPOSURE AMOUNT
Diving Boards/Platforms - Each	No	3 ft and 10 ft.	2
Fireworks - Each	No	Entity wants coverage	1
Stadiums - Number of People	No	1 Grandstand	0
Special Events/Other - Each	No	Parades	3
Docks - Each	No	8 Piers and 1 Dock	9
Other	No	2 - Ponds	0
Commercial or Industrial Rental Properties	No	includes 316 Cherry St rental space	5
Wastewater Utility	No	Sewer Utilities	9167
Street & Roads - Miles	No		152
Swimming Pools - Each	No		1
Water Distribution without Treatment	No		9986
Watercraft - Each	No	Under 26'	2
Waterslides - Each	No		1
Other	No	Boat Launch	2
Other	No	Sledding Hills	2
UAS	No	4 UAS / Drones	4

Entity Name: City of Perrysburg

SUMMARY OF COVERAGE

LIABILITY COVERAGE	LIMITS
Public Officials Errors and Omissions Liability	
Each Wrongful Act	\$10,000,000
Annual Aggregate	\$12,000,000
Errors and Omissions Deductible	\$5,000
Employment Practices Liability	
Each Wrongful Act	\$10,000,000
Annual Aggregate	\$12,000,000
Employment Practices Deductible	\$5,000
Back Wages – Annual Aggregate	\$25,000
Back Wages Deductible	\$5,000
Non-Monetary Defense	
Annual Aggregate	\$25,000
Deductible	\$5,000
Law Enforcement Liability	
Each Wrongful Act	\$10,000,000
Annual Aggregate	\$12,000,000
Medical Expense – Per Person	\$10,000
Medical Expense – Any One Accident	\$50,000
Deductible	\$2,500

AUTOMOBILE COVERAGE	LIMITS
Bodily Injury and Property Damage Liability	
Combined Single Limit – Each Accident	\$10,000,000
Uninsured/Underinsured Motorists Bodily Injury	Not Covered
Medical Payments – Each Accident	Not Covered
Automobiles	Refer to Auto Schedule
Deductibles	
Liability	\$ 0
Comprehensive and Collision	Refer to Auto Schedule

The automobile coverage included in this quotation is subject to acceptable state motor vehicle reports. Automobile coverage may subsequently be excluded for any covered auto while being operated by a driver with an unacceptable report.

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Entity Name: City of Perrysburg

AUTOMOBILE SCHEDULE

VEH#	INV#	YEAR	DESCRIPTION	VIN#	COST NEW	REPLACEMENT COST/STATED AMOUNT	DEPT	COMP DED.	COLL DED.	VALUATION
1		2012	Ford E350 Van	5809	\$36,525		Municipal or Juvenile Court	\$250	\$250	ACV
2		2012	GMC Sierra 2500 Pick Up	8072	\$19,292		Water	\$250	\$250	ACV
3		1999	Ford Truck	7420	\$24,950		Streets	\$250	\$250	ACV
4		2006	Ford Expedition	794	\$24,620		Engineer	\$250	\$250	ACV
5		2010	Ford Crown Vic	1472	\$31,163		Other	\$250	\$250	ACV
6		1998	Ford Van - Transport	8763	\$21,000		Streets	\$250	\$250	ACV
7		2005	Ford Super Duty-Mini Garbage	7350	\$68,824		Garbage/ Solid Waste	\$250	\$250	ACV
8		2006	International Dump Truck	4892	\$50,000		Wastewa ter	\$250	\$250	ACV
9		2006	International	1018	\$164,508		Streets	\$250	\$250	ACV
10		2008	Ford SRW Super Duty	3568		\$55,000	Police	\$250	\$250	RC
11		2006	GMC Pick Up	3026	\$30,600		Streets	\$250	\$250	ACV
12		2005	International	1682	\$52,300		Water	\$250	\$250	ACV
13		2004	Dodge	1632	\$21,444		Wastewa ter	\$250	\$250	ACV
14		2004	Econoline Wagon - Transport	8103	\$18,100		Streets	\$250	\$250	ACV
15		2005	International Dump Truck	4603	\$52,201		Streets	\$250	\$250	ACV
16		2010	Ford Pick Up	5205	\$35,113		Wastewa ter	\$250	\$250	ACV

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VEH#	INV#	YEAR	DESCRIPTION	VIN#	COST NEW	REPLACEMENT COST/STATED AMOUNT	DEPT	COMP DED.	COLL DED.	VALUATION
17		2008	Ford Bucket Truck	4280	\$81,555		Streets	\$250	\$250	ACV
18		2008	International Dump	8301	\$94,868		Streets	\$250	\$250	ACV
19		2008	Ford Crown Vic	5640	\$21,163		Other	\$250	\$250	ACV
20		2006	Ford F250 Pick Up	2509	\$23,825		Water	\$250	\$250	ACV
21		2006	International Refuse Truck	9832	\$105,903		Garbage/ Solid Waste	\$250	\$250	ACV
22		2007	Ford Super Duty	8344	\$30,597		Water	\$250	\$250	ACV
23		2007	Ford Super Duty Truck	2458	\$48,357		Streets	\$250	\$250	ACV
24		2009	International	7801	\$58,596		Streets	\$250	\$250	ACV
25		2009	Ford Crown Vic	244	\$28,575		Fire	\$250	\$250	ACV
26		2009	Ford Crown	6508		\$55,000	Police	\$250	\$250	RC
27		2009	Ford Super Duty	3672	\$33,450		Wastewa ter	\$250	\$250	ACV
28		2010	Ford E-150 Cargo Van	7550	\$17,640		Water	\$250	\$250	ACV
29		2011	Ford Taurus	3145		\$55,000	Police	\$250	\$250	RC
30		2011	Chevy Silverado	9841	\$16,049		Wastewa ter	\$250	\$250	ACV
31		2011	Ford Taurus	3146		\$55,000	Police	\$250	\$250	RC
32		2011	Ford Super Duty	5903	\$23,119		Parks & Recreati on	\$250	\$250	ACV
33		2014	Dodge Ram 2500	3961	\$24,034		Other	\$250	\$250	ACV
34		2011	Ford Super Duty	6827	\$21,680		Water	\$250	\$250	ACV
35		2011	Ford Escape	4971	\$20,000		Administr ation	\$250	\$250	ACV

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VEH#	INV#	YEAR	DESCRIPTION	VIN#	COST NEW	REPLACEMENT COST/STATED AMOUNT	DEPT	COMP DED.	COLL DED.	VALUATION
36		2011	Ford Super Duty F250	5018	\$23,872		Streets	\$250	\$250	ACV
37		2011	Dodge Ram Pick Up	6995	\$22,367		Fire	\$250	\$250	ACV
38		2012	Ford F450 Dump Truck	4110	\$50,000		Other	\$250	\$250	ACV
39		2012	Chevy Tahoe	920	\$25,648		Planning and Zoning	\$250	\$250	ACV
40		2012	Chevy Tahoe	1099	\$25,648		Planning and Zoning	\$250	\$250	ACV
41		2012	Chevy Tahoe	6967	\$25,648		Planning and Zoning	\$250	\$250	ACV
42		2012	Chevrolet	2548		\$55,000	Police	\$250	\$250	RC
43		2013	International 7400/w Plow	5927	\$136,550		Streets	\$250	\$250	ACV
44		2013	Ford F150 Pick Up	9563	\$20,228		Streets	\$250	\$250	ACV
45		2014	Chevrolet Tahoe	5494		\$55,000	Police	\$250	\$250	RC
46		2013	Ford F150 Pick Up	7473	\$20,228		Streets	\$250	\$250	ACV
47		2012	Freightliner M2	311	\$210,371		Streets	\$250	\$250	ACV
48		2013	Ford F550	485	\$40,092		Other	\$250	\$250	ACV
49		2013	Super Duty	224	\$27,200		Streets	\$250	\$250	ACV
50		2013	Ford Super Duty	1530	\$21,047		Streets	\$250	\$250	ACV
51		2014	International Refuse Truck	6114	\$81,975		Garbage/ Solid Waste	\$250	\$250	ACV
52		2015	International Dump	878	\$81,975		Streets	\$250	\$250	ACV
53		2015	Ford F250 Pick Up	4709	\$24,990		Streets	\$250	\$250	ACV

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VEH#	INV#	YEAR	DESCRIPTION	VIN#	COST NEW	REPLACEMENT COST/STATED AMOUNT	DEPT	COMP DED.	COLL DED.	VALUATION
54		2015	Ford Super Duty	8912	\$27,260		Parks & Recreation	\$250	\$250	ACV
55		2015	Ford Fusion	3209		\$55,000	Police	\$250	\$250	RC
56		2015	Chevrolet Tahoe	4384	\$32,039		Fire	\$250	\$250	ACV
57		2015	Ford Super Duty Pick Up	9068	\$24,960		Streets	\$250	\$250	ACV
58		2015	Chevy Tahoe	6223		\$55,000	Police	\$250	\$250	RC
59		2014	Navistar Ambulance	7759		\$320,000	EMS	\$250	\$250	RC
60		2007	Pierce 100' Aerial Pumper	6886		\$1,280,000	Fire	\$250	\$250	RC
61		1997	Pierce Pumper	131		\$520,000	Fire	\$250	\$250	RC
62		2010	Pierce Pumper	1357		\$520,000	Fire	\$250	\$250	RC
63		2015	GMC Sierra	6244	\$37,300		Streets	\$250	\$250	ACV
64		2015	GMC Sierra	6399	\$37,300		Streets	\$250	\$250	ACV
65		2015	GMC Sierra	6191	\$32,600		Streets	\$250	\$250	ACV
66		2016	International Dump/ Plow Truck	1859	\$83,231		Streets	\$250	\$250	ACV
67		2016	Chevy Tahoe K1500	2908		\$55,000	Police	\$250	\$250	RC
68		2016	Chevy Tahoe C1500	702	\$35,200		Police	\$250	\$250	ACV
69			Street Sweeper-Street				Streets	Not Covered	Not Covered	ACV
70		2017	International 7400 with plow	2070	\$85,764		Streets	\$250	\$250	ACV
71		2018	International 7400 Dump Truck	9511	\$120,343		Other	\$250	\$250	ACV

VEH#	INV#	YEAR	DESCRIPTION	VIN#	COST NEW	REPLACEMENT COST/STATED AMOUNT	DEPT	COMP DED.	COLL DED.	VALUATION
72		2017	Chevy Tahoe	7882		\$55,000	Police	\$250	\$250	RC
73		2017	Chevy Tahoe	522		\$55,000	Police	\$250	\$250	RC
74		2017	Ford F250 Super Duty	2704	\$31,735		Other	\$250	\$250	ACV
75		2016	Chevy Tahoe K1500	8643	\$38,400		Fire	\$250	\$250	ACV
76		2017	GMC Sierra 1500	7260	\$24,826		Other	\$250	\$250	ACV
77		2017	GMC Sierra K3500	4481	\$33,593		Streets	\$250	\$250	ACV
78		2018	Pierce Pumper	8150		\$800,000	Fire	\$250	\$250	RC
79		2017	Ford F550 Super Duty	8915	\$41,742		Other	\$250	\$250	ACV
80		2018	Ford Transit Camera Truck	7687	\$155,025		Wastewa ter	\$250	\$250	ACV
81		2019	Chevy Tahoe	2790		\$55,000	Police	\$250	\$250	RC
82		2018	Chevy Taho	7140		\$55,000	Police	\$250	\$250	RC
83		2018	Freightliner Truck	7844	\$64,869		Streets	\$250	\$250	ACV
84		2018	Freightliner Truck	7847	\$64,869		Streets	\$250	\$250	ACV
85		2019	Ford F150	2670	\$33,710		Engineer	\$250	\$250	ACV
86		2020	Kenworth Life Line	5649		\$320,000	Fire	\$250	\$250	RC
87		2019	GMC Sierra	401	\$39,464		Fire	\$250	\$250	ACV
88		2019	Ford F350	9949	\$31,830		Streets	\$250	\$250	ACV
89		2019	Ford F250	279	\$30,340		Streets	\$250	\$250	ACV
90		2020	Jeep Cherokee	2274	\$23,623		Other	\$250	\$250	ACV
91		2019	GMC Sierra	6824	\$49,051		Streets	\$250	\$250	ACV
92		2020	Ford Explorer	6217		\$55,000	Police	\$250	\$250	RC
93		2020	Ford Explorer	1114		\$55,000	Police	\$250	\$250	RC

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VEH#	INV#	YEAR	DESCRIPTION	VIN#	COST NEW	REPLACEMENT COST/STATED AMOUNT	DEPT	COMP DED.	COLL DED.	VALUATION
94		2019	Volvo VHD	4900	\$179,586		Garbage/ Solid Waste	\$250	\$250	ACV
95		2019	Freightliner M2	9913	\$215,751		Garbage/ Solid Waste	\$250	\$250	ACV
96		2019	Freightliner M2	9914	\$215,751		Garbage/ Solid Waste	\$250	\$250	ACV
97		2020	Ford F550 Mini Garbage Truck	8976	\$38,929		Garbage/ Solid Waste	\$250	\$250	ACV
98		2020	Ford Explorer	7347		\$55,000	Police	\$250	\$500	RC
99		2020	Ford Explorer	9712		\$55,000	Police	\$250	\$250	RC
100	0	2020	Ford Explorer	7346		\$55,000	Police	\$250	\$250	RC
101		2022	International	9219	\$84,216		Streets	\$250	\$250	ACV
102		2021	International	2656	\$156,750		Streets	\$250	\$250	ACV
103		2021	GMC Sierra 2500	6329	\$53,078		Streets	\$250	\$250	ACV
104		2021	GMC Sierra 2500	6190	\$53,328		Streets	\$250	\$250	ACV
105		2021	GMC Sierra 2500	1379	\$54,778		Streets	\$250	\$250	ACV
106		2021	Freightliner Street Sweeper	124	\$259,901		Streets	\$250	\$250	ACV
107		2021	Ford F550 Ambulance	4733		\$320,000	EMS	\$250	\$250	RC
108		2021	Ford Explorer	6750		\$55,000	Police	\$250	\$250	RC
109		2021	Ford Explorer	6751		\$55,000	Police	\$250	\$250	RC
110		2021	Ford Explorer	6752		\$55,000	Police	\$250	\$250	RC
111		2015	Chevy Tahoe	5975	\$29,132		Administr ation	\$250	\$250	ACV
112		2005	GMC Pickup	9508	\$21,435		Streets	\$250	\$250	ACV
113		2022	GMC Sierra 2500	2263	\$51,722		Streets	\$250	\$250	ACV

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VEH#	INV#	YEAR	DESCRIPTION	VIN#	COST NEW	REPLACEMENT COST/STATED AMOUNT	DEPT	COMP DED.	COLL DED.	VALUATION
114		2022	Freightliner Garbage Truck	8936	\$190,566		Garbage/ Solid Waste	\$250	\$250	ACV
115		2023	Freightliner Garbage Truck	6179	\$304,714		Garbage/ Solid Waste	\$250	\$250	ACV
116		2013	Ford Escape	1563	\$7,130			\$250	\$250	ACV
117		2022	Ford Escape	1207	\$25,577			\$250	\$250	ACV
118		2023	Felling FT 20- 2 LP Trailer	1484	\$19,700			\$250	\$250	ACV
119		2022	Ford Ranger	348	\$35,120			\$250	\$250	ACV
120		2022	Ford Bronco	8340	\$31,940		Administr ation	\$250	\$250	ACV
121		2023	International	360	\$176,014		Streets	\$250	\$250	ACV
122		2023	International	9610	\$176,014		Streets	\$250	\$250	ACV
123		2023	GMC Acadia	1633		\$55,000	Administr ation	\$250	\$250	RC
124		2024	GMC Sierra	5941	\$51,096		Wastewa ter	\$250	\$250	ACV
TOTAL					\$5,749,192	\$5,290,000				

Entity Name: City of Perrysburg

SUMMARY OF COVERAGE

CYBER

LIMITS

Data Breach and Privacy Liability – Each Claim	Not Covered
Data Breach Loss to Member – Each Unauthorized Access	Not Covered
Electronic Media Liability – Each Claim	Not Covered
Breach Mitigation Expense – Each Unintentional Data Compromise	Not Covered
Bricking Sublimit	Not Covered
Policy Aggregate	Not Covered
Deductibles	
Data Breach and Privacy Liability	Not Covered
Data Breach Loss to Member	Not Covered
Electronic Media Liability	Not Covered
Breach Mitigation Expense	Not Covered
Bricking	Not Covered

TERRORISM COVERAGE

LIMITS

Terrorism means an act, including the use of force or violence, of any person or group(s) of persons, whether acting alone or on behalf of or in connection with any organizations(s) committed for political, religious or ideological purposes including the intention to influence any government and/or to put the public in fear for such purposes.

Coverage Term – November 1, 2022 to November 1, 2023

Property

Building and Personal Property	\$100,000,000 ⁽¹⁾
Deductible	\$25,000

⁽¹⁾ Subject to a \$100,000,000 per occurrence limit and a \$100,000,000 aggregate limit per member for all covered losses with the exception of a \$1,000,000 Ohio Plan annual aggregate sublimit for Biological and Chemical Cleanup.

Liability

Each Occurrence per Member	\$10,000,000
Annual Aggregate per Member	\$10,000,000
Deductible	\$10,000

Entity Name: City of Perrysburg

ADDITIONAL INTERESTS/LOSS PAYEE SCHEDULE

NAME	ADDRESS	CITY	ST	ZIP	INTEREST TYPE	INTEREST
YWCA	1018 Jefferson Avenue	Toledo	OH	43624	Liability - Addition Member (Manager or Lessor of Premises)	Liability
CSX Transportation Inc.	Speed Code J180	Jacksonville	FL	32202	Liability - Addition Member (Manager or Lessor of Premises)	CSX Transportation is added as an additional interest with respect to Agreement No. CSX-674884

Entity Name: City of Perrysburg

MALICIOUS ACT

COVERAGE DESCRIPTION	LIMITS
Malicious Act General Aggregate Limit	\$1,000,000
Death Benefit Aggregate Limit	\$1,000,000
Death Benefit Limit - Per Member	\$25,000
Medical Expense Aggregate Limit	\$25,000
Medical Expense Limit - Per Member	\$5,000
Funeral Services Aggregate Limit	\$25,000
Funeral Services Limit - Per Member	\$1,000
Personal Counseling Aggregate Limit	\$10,000
Personal Counseling Limit - Per Member	\$2,500
Travel Services Aggregate Limit	\$25,000
Travel Services Limit - Per Member	\$5,000

SUPPLEMENTARY PAYMENTS:

- Group Trauma Counseling Services
- Extra Security
- Temporary Workers
- Rental Substitute
- Job Retraining Expenses
- Recruitment Costs
- Crisis Management

COVERAGE:

Pays a death benefit, medical expenses and additional expenses in addition to the Supplementary Payments noted above as a result of bodily injury arising out of a malicious act including hostage taking.

WHO IS A MEMBER:

- Elected or Appointed Officials
- Employees, Temporary Workers, Authorized Volunteers
- Visitors, Customer, Contractors, and Vendors

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MAJOR EXCLUSIONS:

- Asbestos
- Lead
- Fungi or Bacteria
- Gang Members
- Pollution
- Suicide
- Toxic Materials
- War

Entity Name: City of Perrysburg

GENERAL CONDITIONS

**NOTICE OF
CANCELLATION:**

The company will provide sixty (60) days written notice of cancellation or non-renewal except for non-payment of premium, which remains ten (10) days written notice.

POLICY CHANGES:

The policy contains all the agreements between the member and the Ohio Plan Risk Management Inc. concerning the property and liability coverage afforded. The Named Member is authorized to make changes in the terms of the policy with the consent of the Ohio Plan.

POLICY PREMIUM:

See Premium Summary

Once bound, premiums are fully earned unless the policy is cancelled by Ohio Plan Risk Management Inc. or a subsequent policy with no lapse in coverage issued. If Ohio Plan Risk Management Inc. cancel the policy the refund will be pro rata.

Premium financing is available upon request.

**COMMUNICABLE
DISEASE EXCLUSION**

This policy contains a communicable disease exclusion which excludes all liability, loss, injury or damage arising out of or contributed to or in connection with a communicable disease or fear or threat of a communicable disease. Please review your policy language fully to determine the extent of coverage.

**PERFLUOROALKYL OR
POLYFLUOROALKYL
SUBSTANCES
(PFAS) EXCLUSION**

This policy contains an exclusion which excludes all liability, loss, injury or damage arising out of or contributed to or in connection with a Perfluoroalkyl Or Polyfluoroalkyl Substances (PFAS's). Please review your policy language fully to determine the extent of coverage.

Entity Name: City of Perrysburg

PAYMENT SUMMARY

COVERAGE	PREMIUM
Package	\$209,483
Ohio Plan Advantage Premium Contribution	\$17,744
Total Annual Payment	\$191,739

OHIO PLAN ADVANTAGE

The Ohio Plan Advantage is available to members with 4 or more consecutive years of membership with the Ohio Plan. The Named Member received the following premium contribution.

Active Ohio Plan Member since	2004
Loss Ratio Points (Up to 60 points) (60 – 31 = Advantage Loss Ratio Points)	29
Risk Management Points (Up to 40 points)	40
Advantage Potential Premium Contribution	\$25,716
Advantage Final Premium Contribution	\$17,744

OPTIONS

NOTES

- Premium includes Ohio Plan's risk management services.

REINSURANCE

The following companies are the reinsurance companies providing strength to the Ohio Plan Risk Management Inc. including their A.M. Best ratings.

American Agricultural Insurance Company

A.M. Best Rating, A, X
Reinsuring the Ohio Plan since 2011

Aspen Group

A.M. Best Rating: A, XV
Reinsuring the Ohio Plan since 2007

Berkley Insurance Company

A.M. Best Rating: A+, XV
Reinsuring the Ohio Plan since 2021

Berk Re Fac

A.M. Best Rating: A++, XV
Reinsuring the Ohio Plan since 2019

Chubb Group of Insurance Companies

A.M. Best Rating: A++, XV
Reinsuring the Ohio Plan since 2001

Convex Re Limited

A.M. Best Rating: A-, XIV
Reinsuring the Ohio Plan since 2020

Great American Insurance Company

A.M. Best Rating: A+, XIV
Reinsuring the Ohio Plan since 2012

Hanover Re

A.M. Best Rating: A+, XV
Reinsuring the Ohio Plan since 2017

Lloyd's of London

A.M. Best Rating: A, XV
Reinsuring the Ohio Plan since 2005

Markel Global Reinsurance Company

A. M. Best Rating: A, XIII
Reinsuring the Ohio Plan since 2006

Odyssey Reinsurance Company

A.M. Best Rating: A, XV
Reinsuring the Ohio Plan since 2007

Ryan Re

A.M. Best Rating: A+, XV
Reinsuring the Ohio Plan since 2019

Sompo Insurance Company

A.M. Best Rating: A+, XV
Reinsuring the Ohio Plan since 2003

Swiss Reinsurance America Corporation

A.M. Best Rating: A+, XV
Reinsuring the Ohio Plan since 2004

A.M. Best Rating Classifications

Secure Ratings

A++ and A+Superior

A and A-Excellent

B++ and B+Very Good

Vulnerable Ratings

B and B-Fair

C++ and C+Marginal

DPoor

SRating Suspended

Poor Ratings

E.....Under State Supervision

FIn Liquidation

Financial Size Category

XV \$2 Billion or Greater

XIV \$1.5 Billion to \$2 Billion

XIII \$1.25 Billion to \$1.5 Billion

XII \$1 Billion to \$1.25 Billion

XI \$750 Million to \$1 Billion

X \$500 Million to \$750 Million

IX \$250 Million to \$500 Million

VIII \$100 Million to \$250 Million

Note: Effective 11/1/2022, the Ohio Plan collects premium and makes claims payments for liability losses up to \$250,000 and covered property losses up to \$200,000.



Comprehensive Risk Management for Public Safety Organizations

Lexipol is America's leading provider of risk management solutions for public safety organizations. They provide police and fire departments with comprehensive, customizable, state-specific policies on a broad range of risk-centric topics, along with integrated Daily Training Bulletins that address department-specific policy areas – all through a unique web-based system.

Lexipol can help you address issues related to risk, liability, safety and best practices for your safety service departments. They also can help you comply with current laws and regulations and then document that you have trained your staff on approved policies.

Key Features and Benefits

There is no other system that offers the following integration in one package:

1. Lexipol provides comprehensive Ohio-specific policies written by legal and safety service professionals.
2. Supervisors can track staff training using reporting tools.
3. Lexipol experts constantly monitor major court decisions, legislation, and emerging trends affecting safety service operations and provide policy updates in response.
4. Lexipol archives your department's policy manual and Daily Training Bulletin records to provide an invaluable resource in defense litigation or personnel matters.
5. The Lexipol system allows cross-referencing to any accreditation standard.
6. Policy and training components are 100% web-based. There is no software to purchase or maintain.

Nationwide collaboration between the largest private network of legal and public safety experts and Lexipol's risk management tools provide agencies the most complete solution for policy manual management, training and documentation.

Return on Investment

According to a five-year post-Lexipol implementation study performed by a risk management association, agencies that adopted Lexipol saw:

- A significant decrease (45%) in the number of litigated claims
- A dramatic reduction (48%) in the cost of claims paid out
- No personnel or employment claims

The study found that Lexipol agencies in this study have yet to incur a personnel or employment claim, while non-Lexipol agencies in the study had eight claims for over \$448K.

Ohio Plan Member Estimated Cost

Police Department:

# of Full Time Sworn Officers	Lexipol Standard Pricing	OPRM Discounted Pricing	OPRM Board Subsidy	Final Lexipol Subscription Cost
38.00	\$13,032	\$12,380	0.50	\$6,190

Fire Department:

# of Career & Volunteer FF	Lexipol Standard Pricing	OPRM Discounted Pricing	OPRM Board Subsidy	Final Lexipol Subscription Cost
36.00	\$7,853	\$7,460	0.50	\$3,730

An additional discount may be available to OPRM members who are also members of the Ohio Fire Chiefs Associations, (OFCA).
Disclaimer: The above are estimates based upon information submitted to The Ohio Plan. Actual costs will be determined by Lexipol.

Additional Base Member Services

<u>Cyber Assessment</u> CyberClearSafe provides cybersecurity service for public entities. Service offerings include: • a questionnaire assessment and recommendations • “Dark Web” Check-up • Cyber Security Policy Review • On-Site or Log In Network Diagnostic Review	<u>Training</u> • Ohio Plan Leadership Institute ○ <u>Supervisory Training</u> (6 Events, 6 People attend) • Elected Officials Leadership & Certification Program ○ <u>Multi Topic</u> (1 Event, 6 People attend) • Members Only Training ○ <u>Multi Topic</u> (2 Events, 8 People attend) • Special Topic Training Sessions ○ <u>Staff Leadership</u> (1 Event, 8 People Attend)
<u>Programs</u> • Community Energy Savings Programs ○ Reduce energy costs while providing security in volatile market conditions ▪ Community facilities ▪ Community Aggregation ▪ Building Commission	
<u>Other Available Services</u> Offered at a discounted rate to all Ohio Plan Members	
• Executive and Staff Hiring and Assessment Centers • Legal Consultation • HR Consultation • Emergency Operations Plan Development and Training • Labor Negotiation Assistance • Board/Council Meeting and Retreat Facilitation • Strategic Planning • Grant Writing	• Competitive Bidding/RFP Assistance • Levy/Campaign Strategy Assistance • Bond/Capital Financing Consultation • Police and Fire Organizational and Personnel Studies • Zoning, Planning and Economic Development Studies and Consultation • Staff and Special Study Assessments • Other Special-Needs Request

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Resolution 64-2023

DATE: June 16, 2023



Subject Matter/Background

This Resolution authorizes the submission of estimated revenues to the Wood County Budget commission for the budget year beginning January 1, 2024. This is an annual piece of legislation that identifies the estimated revenues anticipated to be received in 2024. The legislation is required to be passed by the municipal legislative body no later than July 15.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, it is recommended that the three reading rule be suspended and the legislation be passed as an emergency measure to allow the City to timely submit the estimated revenues in advance of the July 15 deadline.

RESOLUTION 64-2023

AUTHORIZING SUBMISSION OF AN ESTIMATE OF REVENUES TO THE WOOD COUNTY BUDGET COMMISSION FOR THE BUDGET YEAR BEGINNING JANUARY 1, 2024 AND DECLARING AN EMERGENCY

WHEREAS, the Budget Commission for Wood County, Ohio, has requested that the City of Perrysburg submit an estimate of its revenues for the budget year beginning January 1, 2024, and such an estimate has been prepared and is attached hereto as Exhibit A; and,

WHEREAS, the Finance Committee reviewed this request at its meeting on June 13, 2023 and voted 2-0 to recommend the legislation be forwarded to City Council as an emergency measure.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. The Clerk is directed to submit the attached Estimate of Revenues to the Wood County Budget Commission.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio, to meet the timeline established by the Wood County auditor for the requested submission and to allow for appropriate preparation and submission of related budget documents, and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

Res 64-2023

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

ESTIMATE OF REVENUES

FOR SUBMISSION TO WOOD COUNTY BUDGET COMMISSION
FOR BUDGET YEAR BEGINNING **JANUARY 1, 2024**

THE CITY OF PERRYSBURG

June 13, 2023

EXHIBIT I

PURPOSE	CURRENT YEAR	BUDGET YEAR
	2023	2024
1. GENERAL FUND	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Balance, January 1st	\$ 18,174,166.29	\$ 10,127,390.65
REVENUES:	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Local Taxes	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Real Estate Tax	\$ 1,477,654.36	\$ 1,725,286.00
Personal Property Tax	\$ 75,000.00	\$ 87,750.00
Municipal Income Tax	\$ -	\$ -
Other Local Taxes	\$ -	\$ -
Total Local Taxes	\$ 1,552,654.36	\$ 1,813,036.00
Intergovernmental Revenues	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
State Shared Taxes and Permits	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Local Government	\$ 700,000.00	\$ 700,000.00
Local Government Revenue Assistance	\$ -	\$ -
Estate Tax	\$ -	\$ -
Cigarette Tax	\$ 600.00	\$ 600.00
License Tax	\$ -	\$ -
Liquor and Beer Permits	\$ 37,000.00	\$ 37,000.00
Gasoline Tax	\$ -	\$ -
Rollbacks (Homestead, 10%, 2.5%, and PP)	\$ 156,000.00	\$ 160,000.00
Gas & Electric Deregulation Reimbursement	\$ -	\$ -
Other State Shared Taxes and Permits	\$ -	\$ -
Total State Shared Taxes and Permits	\$ 893,600.00	\$ 897,600.00
Federal Grants or Aid	\$ -	\$ -
State Grants or Aid	\$ 7,000.00	\$ 7,000.00
Other Grants or Aid	\$ 30,000.00	\$ 30,000.00
Total Intergovernmental Revenues	\$ 37,000.00	\$ 37,000.00
Special Assessments	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Lighting	\$ -	\$ -
Sidewalks	\$ -	\$ -
Total Special Assessments	\$ -	\$ -
Charges for Services	\$ 1,031,200.00	\$ 1,164,365.00
Fines, Licenses, and Permits	\$ 760,600.00	\$ 705,600.00
Miscellaneous	\$ 1,063,550.00	\$ 1,329,549.00
Other Financing Sources:	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Proceeds from Sale of Debt		
Transfers	\$ 22,030,325.00	\$ 23,435,000.00
Advances	\$ -	\$ -
Other Sources	\$ -	\$ -
Total Revenue	\$ 27,368,929.36	\$ 29,382,150.00
Total Revenue and Balance	\$ 45,543,095.65	\$ 39,509,540.65

ESTIMATE OF REVENUES

FOR SUBMISSION TO WOOD COUNTY BUDGET COMMISSION
FOR BUDGET YEAR BEGINNING **JANUARY 1, 2024**

THE CITY OF PERRYSBURG

June 13, 2023

EXHIBIT II

FUND NAME: POLICE & FIRE PENSION FUND 2228

FUND TYPE/CLASSIFICATION: Fiduciary/Trust

	2023	2024
DESCRIPTION	CURRENT YEAR	BUDGET YEAR
	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
BALANCE JANUARY 1ST	\$ 1,517,816.53	\$ 1,414,768.50
REVENUE		
FROM TAXES	\$ 1,362,701.97	\$ 1,425,000.00
FROM OTHER SOURCES	\$ 110,000.00	\$ 116,000.00
TOTAL REVENUE AND BALANCE	\$ 2,990,518.50	\$ 2,955,768.50

FUND NAME: GARBAGE & REFUSE 2231

FUND TYPE/CLASSIFICATION: Special Revenue

	2023	2024
DESCRIPTION	CURRENT YEAR	BUDGET YEAR
	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
BALANCE JANUARY 1ST	\$ 186,923.56	\$ 251,416.01
REVENUE		
FROM TAXES	\$ 822,158.45	\$ 825,000.00
FROM OTHER SOURCES	\$ 683,784.00	\$ 654,520.00
TOTAL REVENUE AND BALANCE	\$ 1,692,866.01	\$ 1,730,936.01

ESTIMATE OF REVENUES

FOR SUBMISSION TO WOOD COUNTY BUDGET COMMISSION
FOR BUDGET YEAR BEGINNING **JANUARY 1, 2024**

THE CITY OF PERRYSBURG

June 13, 2023

EXHIBIT II

FUND NAME: FT. MEIGS UNION CEMETARY R.E. TAX FUND 7508

FUND TYPE/CLASSIFICATION: Fiduciary/Trust

	2023	2024
DESCRIPTION	CURRENT YEAR	BUDGET YEAR
	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
BALANCE JANUARY 1ST	\$ -	\$ 32,281.59
REVENUE		
FROM TAXES	\$ 264,281.59	\$ 270,000.00
FROM OTHER SOURCES	\$ 26,000.00	\$ 28,000.00
TOTAL REVENUE AND BALANCE	\$ 290,281.59	\$ 330,281.59

FUND NAME: PUBLIC TRANSPORTATION 2237

FUND TYPE/CLASSIFICATION: Special Revenue

	2023	2024
DESCRIPTION	CURRENT YEAR	BUDGET YEAR
	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
BALANCE JANUARY 1ST	\$ 366,061.37	\$ 399,079.32
REVENUE		
FROM TAXES	\$ 538,917.95	\$ 539,000.00
FROM OTHER SOURCES	\$ 51,000.00	\$ 54,000.00
TOTAL REVENUE AND BALANCE	\$ 955,979.32	\$ 992,079.32

ESTIMATE OF REVENUES

FOR SUBMISSION TO WOOD COUNTY BUDGET COMMISSION
FOR BUDGET YEAR BEGINNING **JANUARY 1, 2024**

THE CITY OF PERRYSBURG

June 13, 2023

CURRENT VALUATION _____

EXHIBIT III

FUND List All Funds Individually Unless Reported on Exhibit I or II	ESTIMATED UNENCUMBERED BALANCE JANUARY 1ST	BUDGET YEAR ESTIMATED REVENUE	TOTAL BALANCE AND REVENUE
GOVERNMENTAL:	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
SPECIAL REVENUE:	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Federal Grants - 2200	\$ -	\$ 5,000.00	\$ 5,000.00
State Grants - 2201	\$ -	\$ 12,719.00	\$ 12,719.00
Municipal Income Tax - 2222	\$ -	\$ 24,500,000.00	\$ 24,500,000.00
SCMR - 2223	\$ 9,647.06	\$ 1,425,000.00	\$ 1,434,647.06
State Hwy - 2224	\$ 470,864.63	\$ 149,200.00	\$ 620,064.63
Lighting Fund - 2225	\$ 513,153.07	\$ 245,000.00	\$ 758,153.07
Police Fire & Pension - 2228	\$ 1,414,768.50	\$ 1,541,000.00	\$ 2,955,768.50
Secondary Sewer - 2230	\$ 1,106.69	\$ 855,000.00	\$ 856,106.69
Garbage & Refuse - 2231	\$ 251,416.01	\$ 1,479,520.00	\$ 1,730,936.01
Motor Vehicle License - 2233	\$ 1,071,058.97	\$ 345,000.00	\$ 1,416,058.97
ASR Radio Fund - 2235	\$ 51,105.57	\$ 50,000.00	\$ 101,105.57
Street Trees - 2236	\$ 268,955.47	\$ 183,000.00	\$ 451,955.47
Public Transportation - 2237	\$ 399,079.32	\$ 593,000.00	\$ 992,079.32
Muni Ct Comp/LR - 2238	\$ 278,738.27	\$ 98,000.00	\$ 376,738.27
Muni Ct Probation - 2239	\$ 32,250.45	\$ 36,125.00	\$ 68,375.45
Muni Ct Spec Proj - 2241	\$ 211,823.88	\$ 60,000.00	\$ 271,823.88
Right of Way Repairs - 2501	\$ 89,155.81	\$ 20,800.00	\$ 109,955.81
Local Fiscal Recovery - 2516	\$ 126,918.14	\$ -	\$ 126,918.14
Drug Law Enf - 2820	\$ 4,418.63	\$ 2,500.00	\$ 6,918.63
DUI Arrest Fund - 2821	\$ 3,871.52	\$ 1,000.00	\$ 4,871.52
Furtherance of Justice - 2822	\$ 3,141.21	\$ 3,000.00	\$ 6,141.21
Fed Drug Law Enfor - 2823	\$ 518.69	\$ 10,700.00	\$ 11,218.69
TOTAL SPECIAL REVENUE FUNDS	\$ 5,201,991.89	\$ 31,615,564.00	\$ 36,817,555.89
DEBT SERVICE FUNDS:	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Bond Retirement - 3601	\$ 762.54	\$ -	\$ 762.54
TOTAL DEBT SERVICE FUNDS	\$ 762.54	\$ -	\$ 762.54
CAPITAL PROJECT FUNDS	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Capital Imp - 4403	\$ 3,578,341.42	\$ 8,337,500.00	\$ 11,915,841.42
Park Land Acq & Dev - 4404	\$ 356,571.87	\$ 18,000.00	\$ 374,571.87
TOTAL CAPITAL PROJECT FUNDS	\$ 3,934,913.29	\$ 8,355,500.00	\$ 12,290,413.29

ESTIMATE OF REVENUES

FOR SUBMISSION TO WOOD COUNTY BUDGET COMMISSION
FOR BUDGET YEAR BEGINNING **JANUARY 1, 2024**

THE CITY OF PERRYSBURG

June 13, 2023

EXHIBIT III

FUND List All Funds Individually Unless Reported on Exhibit I or II	ESTIMATED UNENCUMBERED BALANCE JANUARY 1ST	BUDGET YEAR ESTIMATED REVENUE	TOTAL BALANCE AND REVENUE
PROPRIETARY:	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
ENTERPRISE FUNDS	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Water - 5331	\$ 1,933,745.49	\$ 8,271,000.00	\$ 10,204,745.49
Water Poll Control - 5332	\$ 11,118,295.42	\$ 8,343,000.00	\$ 19,461,295.42
I & I Clean Water - 5335	\$ 1,403,874.31	\$ 100,000.00	\$ 1,503,874.31
Water R&E - 5401	\$ 4,520,996.18	\$ 930,000.00	\$ 5,450,996.18
Sewer R&E - 5402	\$ 9,652,758.47	\$ 663,000.00	\$ 10,315,758.47
TOTAL ENTERPRISE FUNDS	\$ 28,629,669.87	\$ 18,307,000.00	\$ 46,936,669.87
INTERNAL SERVICE FUNDS	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Employee H&W - 6505	\$ 1,621,777.60	\$ 4,300,000.00	\$ 5,921,777.60
Rotary Postage - 6802	\$ 89.50	\$ 85,000.00	\$ 85,089.50
TOTAL INTERNAL SERVICE FUNDS	\$ 1,621,867.10	\$ 4,385,000.00	\$ 6,006,867.10
FIDUCIARY:	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
TRUST AND AGENCY FUNDS	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Hotel/Motel Tax - 7220	\$ 27,070.44	\$ 700,000.00	\$ 727,070.44
DUI Indigent - 7503	\$ 207,932.47	\$ 20,000.00	\$ 227,932.47
State Highway Patrol Tr - 7504	\$ -	\$ 60,000.00	\$ 60,000.00
Utility Coll - 7506	\$ 340,078.13	\$ 1,595,000.00	\$ 1,935,078.13
Mun Pub Impr Ta Inc - 7507	\$ -	\$ 2,100,000.00	\$ 2,100,000.00
JT Cemetary Re Tax - 7508	\$ 32,281.59	\$ 298,000.00	\$ 330,281.59
Levis Spec Assess - 7509	\$ -	\$ -	\$ -
Ind Dr Interlock - 7510	\$ 186,647.68	\$ 40,500.00	\$ 227,147.68
Mat Surplus Fund - 7511	\$ 32,949.39	\$ 50,000.00	\$ 82,949.39
ESID Fund - 7512	\$ -	\$ 79,000.00	\$ 79,000.00
Uncashed Checks - 7810	\$ 114,467.43	\$ 10,000.00	\$ 124,467.43
TOTAL TRUST & AGENCY FUNDS	\$ 941,427.13	\$ 4,952,500.00	\$ 5,893,927.13
TOTAL FOR MEMORANDUM ONLY			

EXHIBIT VI DEBT SCHEDULE

								BUDGET YEAR	
PURPOSE OF BONDS AND NOTES	AUTHORITY FOR LEVY OUTSIDE 10 MILL LIMIT*	DATE OF ISSUE	DATE DUE	ORDINANCE OR RESOLUTION	SERIAL OR TERM	RATE OF INTEREST	AMTS OF BONDS & NOTES OUTSTANDING AT BEGINNING OF BUDGET YEAR	AMOUNT REQUIRED FOR PRINCIPAL AND INTEREST 1/1/2024 to 12/31/2024	AMOUNT RECEIVABLE FROM OTHER SOURCES TO MEET DEBT PAYMENTS 1/1/2024 to 12/31/2024
Payable from Bond Ret Fund									
INSIDE 10 MILL LIMIT:									
Various Purpose Sewer						2.0%	\$ 3,725,000.00	\$ 984,500.00	\$ 984,500.00
WWTP III - 2016 - OWDA						3.0%	\$ 9,819,205.92	\$ 903,297.23	\$ 903,297.23
TOTAL									
OUTSIDE 10 MILL LIMIT:									
TOTAL									

*If the levy is outside the 10 mill limit by vote enter the words "by vote" and the date of the election.

If outside the 10 mill limit without a vote, enter the reference to the statute under which the levy is exempt from the 10 mill limit.

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy Effler, Law Director

RE: Resolution 65-2023

DATE: June 13, 2023



Subject Matter/Background

The Finance Department is submitting a list of items requiring a Then & Now Certificate. Such certificate certifies that both at the time of the making of the contract or order and at the date of the execution of this certification, the amount requested was appropriated for such contract or order and is in the treasury or in the process of collection and free from any previous encumbrances. Any time a purchase is made before a purchase order is issued, a then and now situation is created.

Certificates for purchases greater than or equal to \$3,000, that were not already approved on a purchase order, are required to be approved by Council per ORC 5705.41.

Some of these various purchases are:

1. Plan Fee - \$3,729.80
2. Software License – \$3,150.00
3. BWC Services - \$9,745.00
4. Legal Services - \$19,542.50
5. Code Red - \$4,256.97
6. Emergency Management Services - \$13,772.55

The total for all items totals \$54,196.82

Financial Review

The funds for Plan Fee are available in line item 5331.61814.53414

The funds for Software License are available in line item 1100-21233-53215

The funds for BWC Services are available in line item 51150 – Allocated to all departments

The funds for Legal Services are available in line item 5332-61826-53411

The funds for Code Red are available in line item 1100-11755-53215

The funds for Emergency Management Services are available in line item 1100-11755-53215

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion to suspend the rules, waive the three readings and pass this legislation as an emergency is appropriate. An Emergency is requested to ensure proper compliance the State of Ohio Auditors rules for Then and Now.

RESOLUTION 65-2023

A RESOLUTION TO APPROVE THEN AND NOW CERTIFICATES
IN THE AMOUNT OF FIFTY-FOUR THOUSAND ONE HUNDRED
NINETY-SIX DOLLARS AND EIGHTY-TWO CENTS (\$54,196.82) AS
ATTACHED IN EXHIBIT A FOR THE CITY OF PERRYSBURG; AND
DECLARING AN EMERGENCY

WHEREAS, The Ohio Revised Code 5705.41(D)(1) provides that if prior certification of funds by the Fiscal Officer was not obtained before the contract or order involving the expenditure of money was made, then the Fiscal Officer may instead certify; and

WHEREAS, that there was at the time of making such contract or order and at the time of the execution of such certificate, a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund, free from any encumbrances; and

WHEREAS, the Fiscal Officer is accordingly certifying that there were appropriations available and the funds in the treasury or in the process of collection at the time of the contract or order were made (then), and there are still sufficient appropriations and funds in the treasury or in the process of collection at the time the certificate is being issued (now); and

WHEREAS, the amount of the certificates exceeds \$3,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY
OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. It is hereby certified that both at the time of the making of the attached contract(s) or order(s) and at the date of the execution of this certificate, the amount of funds required to pay for this contract(s) or order(s) had been appropriated for the purpose of this contract or order, attached hereto, and is in the treasurer or in the process of collection to the credit of the fund free from any previous encumbrances.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio; and so that the certificate meets the timeliness requirements of the Ohio State Auditor; this Resolution shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

Then and Now Requests For

6/13/2023

Invoice Date	Vendor	Item	Total Cost	Department
5/18/2023	Treasurer, State of Ohio	Plan Fee	3,729.80	DPU
11/24/2022	Advance Property eXposure Inc.	Software License	3,150.00	Fire
3/7/2023	Sedgwick	BWC Services	9,745.00	HR
3/17/2023	Vorys	Legal Services	19,542.50	DPU
5/23/2023	Wood County EMA	Code Red	4,256.97	Safety
5/23/2023	Wood County EMA	Emergency Mgmt Services	13,772.55	Safety
	TOTAL		54,196.82	

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Resolution 66-2023

DATE: June 16, 2023



Subject Matter/Background

The City contractor bids for providing accessible, affordable, public transportation services to its residents, and the City issued a bid package which contained all relevant specifications and requirements for the project. Resolution 47-2023 authorizes awarding a bid and entering an agreement with MTM Transit, LLC, who provided the lowest and best bid for the proposed work, and has the equipment, expertise, personnel, and knowledge to perform the required work.

The Mayor and Director of Finance will be authorized to enter into a three (3) year agreement with two (2) one-year renewal options on behalf of the City with MTM Transit, LLC to provide transportation services upon terms consistent with the attached agreement (Exhibit A), which states an initial service rate of Eighty-Nine Dollars and Fifty-Three Cents (\$89.53) per service hour for the first year, Ninety-Two Dollars and Twenty-Two Cents (\$92.22) per service hour for the second year, and Ninety-Four Dollars and Ninety-Eight Cents (\$94.98) per service hour for the third year.

Financial Review

The funds for this project will come out of the Public Transportation Fund #2237

Legal Review

This resolution has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion to waive the rules, waive the three readings, and pass this resolution as an emergency is appropriate. An emergency measure is requested because the bid opening for the project was June 8, 2023. Sixty days from the bid opening is August 7, 2023 and the City needs the appropriate amount of time within that window to assign the bid and issue the agreement.

RESOLUTION 66-2023

AUTHORIZING AN AGREEMENT WITH MTM TRANSIT, LLC TO PROVIDE TRANSPORTATION SERVICES; AND DECLARING AN EMERGENCY

WHEREAS, the City of Perrysburg, Ohio is committed to providing accessible, affordable, public transportation services to its residents, and

WHEREAS, the City of Perrysburg, Ohio solicited contractor bids for providing accessible, affordable, public transportation services to its residents, and the City issued a bid package which contained all relevant specifications and requirements for the project, which acknowledged that the City was authorized to waive minor irregularities in bidding which did not affect the fairness of the process, and pursuant to which the City would accept the lowest and best bid for the required work; and,

WHEREAS, MTM Transit, LLC provided the lowest and best bid for the proposed work, and it has the equipment, expertise, personnel, and knowledge to perform the required work; and

WHEREAS, given the nature of the work, it is reasonable that any contract to perform such work should be awarded to a single contractor rather than to separate contractors.

WHEREAS, the Finance & Economic Development Committee reviewed this request at its meeting on June 13, 2023 and voted 2-0 to recommend the legislation to City Council.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. The Mayor and Director of Finance are authorized to enter into a three (3) year agreement with two (2) one-year renewal options on behalf of the City with MTM Transit, LLC to provide transportation services upon terms consistent with the attached agreement (Exhibit A), which states an initial service rate of Eighty-Nine Dollars and Fifty-Three Cents (\$89.53) per service hour for the first year, Ninety-Two Dollars and Twenty-Two Cents (\$92.22) per service hour for the second year, and Ninety-Four Dollars and Ninety-Eight Cents (\$94.98) per service hour for the third year.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Resolution is hereby declared to be an emergency measure to expedite the project and to promote safety. Following appropriate legislative action, it shall take effect and be in force immediately upon its passage and approval, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

General Info

Total:

\$179.06

Number		Description
Contracted Transportation Services		The City of Perrysburg seeks a contractor to provide public transportation services to The City of Perrysburg (Perrysburg) under a purchase-of-service agreement. The purchase-of-service agreement will be for three years, with two (2) additional one-year options, beginning on or about September 1, 2023. Price may be renegotiated each year, within strict limits. A 90-day, no-fault cancellation clause may be exercised by either party.
Deadline		
06/08/2023 02:00 PM EDT		
Vendor		Allows zero unit prices and labor
MTM Transit		Yes
Submitted		Allows negative unit prices and labor
06/08/2023 12:37 PM EDT		Yes
Signed by		
Alaina Maciá, President and CEO Account Holder Amy Ritchie		
Opened		
06/08/2023 02:00 PM EDT		
By		
bthomas@ci.perrysburg.oh.us		

Attachment List

2_LegalNotice_FY21.pdf (110 KB)
Legal Advertisement

RFP document-Transit Services 2023.pdf (697 KB)
Specifications

Proposal

BID

Proposal of: *

MTM Transit, LLC

(hereinafter called "Bidder"), organized and existing under the laws of the State of *

Missouri

doing business as *

"a corporation"

submitted to The City of Perrysburg (hereinafter called "Owner").

In compliance with the Advertisement for Bids, the Bidder hereby proposes to perform all Work for: *

Contracted Transportation Services

in strict accordance with the Contract Documents, within the time set forth therein, and accept as compensation therefore the sum of (in words) for an Hour of Service (ADA Paratransit Service): *

Eighty nine dollars and fifty three cents (Year 1)

\$ (in currency): *

\$89.53

in strict accordance with the Contract Documents, within the time set forth therein, and accept as compensation therefore the sum of (in words) for an Hour of Service (Dial-A-Ride Demand Response Service): *

Eighty nine dollars and fifty three cents (Year 1)

\$ (in currency): *

\$89.53

;however, the final amount will be controlled by the following unit prices and no payments shall exceed the total unit prices for said work. The Bidder agrees to accept the following unit prices for any addition or deductions caused by any change or alterations in the plans or specifications of the work.

By submission of this Bid, each Bidder certifies, and in the case of a joint Bid each party thereto certifies as to his own organization, that: 1) this Bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Bid with any other Bidder or with any competitor; 2) they do not have an unresolved finding for recovery issued by the Auditor of State, in accordance with Section 9.24 of the Ohio Revised Code; and 3) they do not have an active exclusion shown in the Federal System of Award Management (SAM).

The Bidder acknowledges receipt of the following Addendum (Type N/A if not applicable):

Addenda #: *

N/A

Addenda Date: *

N/A

The Bidder acknowledges that 1) they have not received nor relied upon any representations or warranties of any nature whatsoever from the Owner, its officers, employees, or agents; 2) they are responsible for verifying the current prevailing wage rates and requirements according to Chapter 4114 of the Ohio Revised Code; 3) upon contract award, they will be required to sign an affidavit indicating whether or not they have delinquent personal property taxes on the General Tax List of Personal Property of Wood County, Ohio, in accordance with Section 5719.042 of the Ohio Revised Code.

In submitting this Bid, it is understood it may be withdrawn prior to the scheduled closing time for the receipt of bids, but that the Bidder may not withdraw its Bid after the actual opening thereof.

On acceptance of this Bid, the Bidder does hereby bind itself to enter into a written contract with the Owner within ten (10) days of the Notice of Award and give a Surety Bond amounting to 100% of the Contract.

Signature: *

Alaina Maciá

Address: *

16 Hawk Ridge Circle

Title: *

President and CEO

City, State, Zip: *

Lake St. Louis, MO 63367

Legal Name of Bidder: *

MTM Transit, LLC

Phone Number: *

(636) 695-5634

Fax Number: *

636-561-2962

E-mail Address *

newbusiness@mtm-inc.net

Year 1 Pricing

\$179.06

Item Code	Description	Quantity	Units	Unit Price	Extension
Alternates are not included in bid total.					
10	Price per Hour of Service (ADA Paratransit Service)	1	Hour	\$89.53	\$89.53
20	Price per Hour of Service (Dial-A-Ride Demand Response Service)	1	Hour	\$89.53	\$89.53
					Total: \$179.06

Year 2 Pricing

\$184.44

Item Code	Description	Quantity	Units	Unit Price	Extension
Component is not included in bid total.					
Alternates are not included in bid total.					
30	Price per Hour of Service (ADA Paratransit Service)	1	Hour	\$92.22	\$92.22
40	Price per Hour of Service (Dial-A-Ride Demand Response Service)	1	Hour	\$92.22	\$92.22
					Total: \$184.44

Year 3 Pricing

\$189.96

Item Code	Description	Quantity	Units	Unit Price	Extension
Component is not included in bid total.					
Alternates are not included in bid total.					
50	Price per Hour of Service (ADA Paratransit Service)	1	Hour	\$94.98	\$94.98
60	Price per Hour of Service (Dial-A-Ride Demand Response Service)	1	Hour	\$94.98	\$94.98
					Total: \$189.96

BID GUARANTEE AND PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned *

MTM Transit, LLC

as Principal and *

Travelers Casualty and Surety Company of America

as Surety, are hereby held and firmly bound unto the City of Perrysburg as Obligee in the penal sum of the dollar amount of the bid submitted by the Principal to the Obligee on *

June 8, 2023

to undertake the project known as: *

Contracted Transportation Services

The penal sum referred to herein shall be the dollar amount of the Principal's bid to the Obligee, incorporating any additive or deductive alternate proposals made by the Principal on the date referred to above to the Obligee, which are accepted by the Obligee. In no case shall the penal sum exceed the amount of (in words):

Five hundred dollars

\$ (in currency):

\$500.00

(If the above line is left blank, the penal sum shall be the full amount of Principal's bid, including alternates. Alternatively, if completed, the amount stated must not be less than the full amount of the Principal's bid including alternates, in dollars and cents. A percentage is not acceptable)

Bond Amount *

\$500.00

Guarantee Method *

Certified Check or Paper Bid
Bond

Certified Check or Paper Bid Bond

Confirmation *

I have provided a paper bid bond and uploaded the Consent of Surety to the Required Documents List at the bottom of the solicitation forms. I further agree to submit the original Bid Bond to The City of Perrysburg Engineering Department within three (3) business days, if

found to be the Apparent Low Bidder.

For the payment of the penal sum well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successor, and assigns.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that whereas the above named Principal has submitted a bid on the above-referred project;

NOW, THEREFORE, if the Obligee accepts the bid of the Principal and the Principal fails to enter into a proper contract in accordance with the bid, plans, details, specifications, and bills of material; and in the event the Principal pays to the Obligee the difference not to exceed \$500 of the penalty hereof between the amount specified in the bid and such larger amount for which the Obligee may in good faith contract with the next lowest bidder to perform the work covered by the bid; or in the event that the Obligee does not award the contract to the next lowest bidder and resubmits the project for bidding, the Principal pays to the Obligee the difference not to exceed ten percent (10%) of the penalty hereof between the amount specified in the bid, or the costs, in connection with the resubmission, of printing new contract documents, required advertising, and printing and mailing notices to prospective bidders, whichever is less, that this obligation shall be null and void, otherwise to remain in full force and effect. If the Obligee accepts the bid of the Principal, and the Principal within ten days after the awarding of the contract, enters into a proper contract in accordance with the bid, plans, details, specifications, and bills of material, then said contract is made part of this bond the same as through set forth herein.

NOW ALSO, if the said Principal shall well and faithfully do and perform each and every condition of such contract; and shall pay all lawful claims of subcontractors, materialmen and laborers, for labor performed and materials furnished in the carrying forward, performing, or completing of said contract; we agreeing and assenting that this undertaking shall be for the benefit of any materialman or laborer having a just claim, as well as for the Obligee herein; then this obligation shall be void; otherwise the same shall in no event exceed the penal amount of this obligation as herein stated.

The said surety hereby stipulates and agrees that no modifications, omissions, or additions, in or to the terms of said contract or in or to the plans or specifications therefore shall in any wise affect the obligations of said Surety on this bond.

Principal: *

MTM Transit, LLC

By: *

Alaina Maciá

Title: *

President and CEO

Surety: *

Travelers Casualty and Surety Company of America

By (Attorney-in-Fact): *

Stephanie L. Klearman

Address: *

One Tower Square, Hartford, CT 06183

Agent: *

Lockton Companies

Address: *

Three CityPlace Drive, Suite 900, St. Louis, MO 63141

EXPERIENCE STATEMENT

Bidder shall provide information regarding similar work performed including, but not limited to, project name, description, location, and contact information, and any other details that will enable the City to assess the Contractor's capabilities, experience, skills, and financial standing with regard to this proposal. This statement shall also include information showing that the Bidder:

- maintains a permanent place of business.
- has adequate facilities and equipment available for the work under the proposed contract.
- has suitable financial means to meet obligations incidental to the proposed contract.
- has appropriate technical experience and possesses sufficient skills and experience.
- has the ability or resources available to make all repairs and adjustments that may be required on the equipment to be used under the proposed contract.

Response to the above: *

MTM Transit has the knowledge and past project experience relevant to the City of Perrysburg's needs as listed in the Scope of Work. Our principal line of business is providing Americans with Disabilities Act (ADA) paratransit, demand response, fixed route, and microtransit service operations, as well as additional transit services such as mobility management, ADA paratransit eligibility assessments, travel training, transit call center operation, and transit quality assurance operations and support. We deliver cost savings, increased efficiencies, and customer satisfaction to clients and passengers across the United States in 16 states and the District of Columbia.

In our full proposal (in section titled "Experience Performing Similar Services" on page 13), we have outlined our full list of experience performing similar services for 22 clients who are similar in size, scope, and/or complexity to Perrysburg Transit. Additionally, in the section titled "8) References" on page 91, we have provided more detail on the following five similar clients, who we have listed as references for the City to contact for more information on MTM Transit's services, capabilities, experience, and skills.

Centre Area Transportation Authority (CATA)

- Project Name: Paratransit Service for ADA and Senior Citizen Passengers and Microtransit Service Pilot Project
- Description: Transportation operations – reservations, scheduling, dispatching, and vehicle operation, as well as staff recruitment, hiring, training, and management – for the CATARIDE paratransit system and CATAGO microtransit service
- Location: State College, PA
- Contact Information: Derek Sherman, ADA/On-Demand Programs Manager, 814-238-2282, ext. 5139, dsherman@catabus.com

Orange County, New York

- Project Name: ADA Paratransit Services
- Description: Transportation operations – reservations, scheduling, dispatching, vehicle operation, and vehicle maintenance, as well as staff recruitment, hiring, training, and management – for the County's paratransit system
- Location: Goshen, NY
- Contact Information: Rob Parrington, Senior Transit Planner, 845-615-3852, RParrington@orangecountygov.com

Sumter County, Florida

- Project Name: Sumter County Transportation Services
- Description: Transportation operations – reservations, scheduling, dispatching, and vehicle operation, as well as staff recruitment, hiring, training, and management – for the Sumter County Transit (SCT) paratransit system, deviated fixed route program, and shuttle service
- Location: Wildwood, FL
- Contact Information: Deborah Snyder, Director of Public Works, 352-689-4400, Deborah.Snyder@sumtercountyfl.gov

Capital Metropolitan Transportation Authority (CMTA)

- Project Name: Contracted Paratransit Services
- Description: Transportation operations – scheduling, dispatching, vehicle operation, and vehicle maintenance, as well as staff recruitment, hiring, training, and management – for the MetroAccess paratransit system in both the North Base and South Base programs and Pickup microtransit service in the North Base program; ADA eligibility assessments
- Location: Austin, TX

- Contact Information: Chad Ballentine, VP of Demand Response and Innovative Mobility, 512-609-1559, chad.ballentine@capmetro.org

City of Conroe, Texas

- Project Name: Fixed Route Bus Service with ADA Complementary Paratransit Service
- Description: Transportation operations – reservations, scheduling, dispatching, and vehicle operation, as well as staff recruitment, hiring, training, and management – for the City’s fixed route bus service with ADA complementary paratransit service
- Location: Conroe, TX
- Contact Information: Shawn Davis, Transportation Manager, 936-522-3526, sjohnson@cityofconroe.org

MTM Transit is headquartered in Lake St. Louis, MO and maintains a permanent place of business located at 16 Hawk Ridge Circle, Lake St. Louis, MO 63367.

MTM Transit has adequate facilities and equipment available for the work under the proposed contract. As the incumbent for Perrysburg Transit, MTM Transit currently operates out of a leased facility located at 116 West 3rd Street, Perrysburg, OH 43551. We will continue to operate out of this facility for the new contract term. Additionally, MTM Transit has four new 2022 Toyota Sienna Side Entry hybrid vehicles ready to deploy for the new contract term. All new vehicles will be branded to the City’s specifications. More information on these vehicles can be found in our full proposal (in section titled “Vehicles” on page 21).

MTM Transit has suitable financial means to meet obligations incidental to the proposed contract. MTM Transit is financially secure, meeting all short-term and long-term obligations, and can fulfill a resultant contract with the City. In addition to having the necessary cash flows from operations, MTM Transit has access to a \$35 million line of credit with Wells Fargo available for working capital and the general needs of the business. We also have available lease lines with vendors in unspecified amounts for equipment purchases, and we have available cash flows from our operations.

MTM Transit has appropriate technical experience and possesses sufficient skills and experience. More information on this experience and skill set can be found in our full proposal (in section titled “3) Service Approach” on page 16). As the City’s partner since June 2013, we are well-established and prepared to continue serving the City in the new contract term.

MTM Transit also has the resources available to make all repairs and adjustments that may be required on the equipment to be used under the proposed contract. We will continue to coordinate all vehicle maintenance through Steve’s Family Auto located at 26937 Eckel Road, Perrysburg, OH 43551.

If Bidder is Corporation, list Officers, type N/A if not applicable:

Name: *

N/A - MTM Transit is a Limited Liability Company (LLC)

Title: *

N/A

If Bidder is Partnership, list Members, type N/A if not applicable:

Name: *

N/A

Title: *

N/A

LIST OF SUBCONTRACTORS

Bidder shall provide the names, addresses, and type of work (Item No. or Description, if applicable) which the Bidder proposes to subcontract under this Contract.

Name: *

Steve's Family Auto

Address: *

26937 Eckel Road, Perrysburg, OH 43551

Type of Work: *

Vehicle maintenance

NONCOLLUSION AFFIDAVIT

STATE OF: *

Missouri

COUNTY OF: *

St. Charles

Bid Identification *

Contracted Transportation Services

Bidder's Name *

MTM Transit, LLC

, being first dually sworn, deposes and says that he is:

*

president

Enter response if "other" was selected

of (company name): *

MTM Transit, LLC

the party making the foregoing bid; that such bid is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization, or corporation; that such bid is genuine and not collusive or sham; that said bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that said bidder has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix the bid price of said bidder or of any other bidder, or to fix any overhead, profit, or cost element of such bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract or anyone interested in the proposed contract; that all statements contained in such bid are true; and further that said bidder has not, directly or indirectly submitted his bid price on any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid and will not pay any fee in connection therewith, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, or to any other individual except to such person or persons as have a partnership or other financial interest with said bidder in his general business.

Signed: *

Alaina Maciá

Title: *

President and CEO

SUBSTITUTIONS/OPTIONS FORM

Optional: Vendor is not required to complete.

Any substitutions, deletions, additions, or deviations to the minimum specifications must be shown on this form and attached to the proposal forms in order to be considered as part of the bid. The City reserves the right to accept or reject any and all substitutions or optional bids. *

MTM Transit has the required insurance coverage and meets the limits as outlined in the solicitation, but we recommend the following revision to "Section F. Insurance, General Provisions" as outlined beginning on page 8 of the RFP:

- General Provisions, Item 9 states, "There shall be no endorsement or modification of the Auto or CGL policies limiting coverage for punitive or exemplary damages except where insuring these damages are prohibited by state law." We recommend striking the reference to Auto in this provision as many state UM/UIM forms specifically exclude punitive and exemplary damages.

Required Document List

Name		Omission Terms	Submitted File
Consent of Surety If providing a certified check or paper bid bond in lieu of Electronic Bid Bond		Electronically verifying Bid Bond	MTM Transit Bid Bond Documents.pdf
Miscellaneous Attachment as Needed Miscellaneous Attachment		Omit if Not Needed	MTM Transit Proposal Response for City of Perrysburg.pdf
2 Required Documents			



[

June 1, 2023

MTM Transit, LLC

Re: City of Perrysburg, OH June 8, 2023 Bid

Dear Dana;

The above captioned bid bond has been approved by Travelers with the condition that any and all final bonds (performance and/or payment bonds) required under this contract will be for one (1) year periods only, once the contract has been accepted by the owner. For your review, I have enclosed a copy of the Annual Bond form that will be used, if you are awarded the project. Subject to Traveler's favorable review of the relevant underwriting information at the time the bond expires, it is their intention to renew the Annual Bond form for the life of the contract. It is understood that any arrangements for the renewals is a matter between you and Travelers. Travelers assumes no liability to third parties or to you if for any reason they do not renew the said bond.

Please qualify and attach to your bid/proposal the above mentioned Annual Bond form.

Should you have any questions, please feel free to contact our office.

Sincerely,

Lockton Companies
Stephanie L. Klearman, Account Manager

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

MTM Transit, LLC
16 Hawk Ridge Dr.
Lake St. Louis, MO 63367

SURETY:

(Name, legal status and principal place of business)

Travelers Casualty and Surety Company of
America
One Tower Square
Hartford, CT 06183

This document has important
legal consequences. Consultation
with an attorney is encouraged
with respect to its completion or
modification.

Any singular reference to
Contractor, Surety, Owner or
other party shall be considered
plural where applicable.

OWNER:

(Name, legal status and address)

City of Perrysburg, Ohio
127 West Fifth Street
Perrysburg, OH 43551

BOND AMOUNT: \$ \$500

Five Hundred Dollars and 00/100

PROJECT:

(Name, location or address, and Project number, if any)

Public Transportation Services

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

of June, 2023

Alana Todd

MTM Transit, LLC

(Principal)

(Seal)

Julian Henigman

Travelers Casualty and Surety Company of America

(Surety)

(Seal)

By: *Stephanie L. Klearman*
(Title) Stephanie L. Klearman Attorney-in-Fact





Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company
Farmington Casualty Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, St. Paul Fire and Marine Insurance Company, and Farmington Casualty Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint Stephanie L. Klearman of St. Louis, MO, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge the following bond:

Surety Bond No.: Bid Bond

OR

Project Description: Public Transportation Services

Principal: MTM Transit, LLC

Obligee: City of Perrysburg, Ohio

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April**, 2021.



State of Connecticut

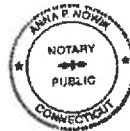
By: 
 Robert L. Raney, Senior Vice President

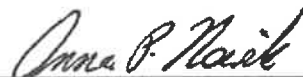
City of Hartford ss.

On this the **21st** day of **April**, 2021, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, 2026




 Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

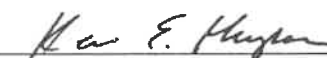
FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 8th day of June, 2023.




 Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.

Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

Proposal for

Contracted Transportation Services

Prepared for
City of Perrysburg, Ohio

Submitted by:



June 8, 2023

Cover Letter





Transit

June 8, 2023

City of Perrysburg
201 W. Indiana Avenue
Perrysburg, OH 43551

RE: RFP for Contracted Transportation Services

Dear City of Perrysburg,

MTM Transit has proudly managed and operated the Perrysburg Transit program for the City of Perrysburg (the City) since June 2013, providing courteous, safe, and on-time service for the community. We have maintained on-time performance of more than 99% for the service throughout our entire partnership, exceeding the City's goals. Additionally, our commitment to safety has resulted in an impeccable safety record, including zero preventable accidents over the past five years. In fact, as of today, our local team has been accident free for 2,101 days and is 72 days from having six years of zero preventable accidents. These statistics demonstrate the quality operation we are providing and our commitment to the City and your passengers.

We have worked collaboratively with the City over the past ten years to develop and improve services and add value. We understand you need an experienced team of professionals to continue to guide the City's Americans with Disabilities Act (ADA) paratransit and Dial-A-Ride demand response services into the future by providing enhanced transportation services for residents in Perrysburg.

No company is better positioned than MTM Transit to help the City meet your goals for your unique, consolidated transportation program in the new contract term. Perrysburg residents deserve the a trusted provider for ADA paratransit and Dian-A-Ride demand response services. MTM Transit is the best choice. The City is a valued client for MTM Transit. Just as you look forward to continuing to grow and provide a world-class customer experience for your residents, we mimic that goal and want to deliver on this promise for you as an agency, as well as your customers. Through our continued partnership, MTM Transit will ensure the City's brand promise remains steady; service delivery stays consistent; contract compliance remains high; and customer satisfaction is maintained at the utmost, highest level. We look forward to continuing our partnership with the City in the new contract term.



Transit

MTM Transit is pleased to present a proposal that details our approach to meeting and exceeding the City's objectives in the new contract term. We read, understand, and agree to all requirements of the RFP and accompanying addenda, and we affirm that all information contained within the proposal is accurate, truthful, and factual.

As President and CEO, I am the officer who can bind MTM Transit to the offer presented. The City may communicate with Vice President of Proposals Amy Ritchie regarding the proposal and contract negotiations. Amy can be reached at aritchie@mtm-inc.net or 636-695-5634; please feel free to contact her with any questions. On behalf of MTM Transit, I look forward to continuing our relationship with the City for many years to come.

Sincerely,

Alaina Macia
President and CEO
314-495-4953
amacia@mtm-inc.net

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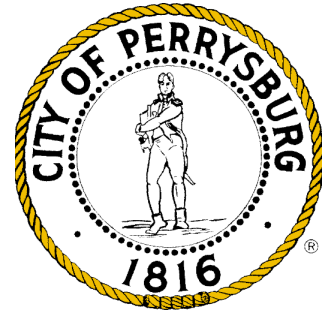


Executive Summary



Executive Summary

The City of Perrysburg, Ohio (the City) has the important responsibility of selecting a qualified transportation provider to operate its Americans with Disabilities Act (ADA) paratransit service and Dial-A-Ride demand response service, collectively referred to as Perrysburg Transit. The City needs a contractor who will treat the passenger as its number one priority, continually improve operations and customer satisfaction, deliver courteous service in a timely manner, and provide cost-efficient service that maximizes resources.



As the current operator of Perrysburg Transit, MTM Transit has proudly provided safe, timely, and reliable transportation services and helped the City achieve its program objectives for the past ten years. Our local and corporate teams have worked closely with the City to meet the needs of its passengers, exceed its program expectations, and promote passage of tax levies to fund Perrysburg Transit. As the City has seen first-hand, our passenger-focused approach is unparalleled in the industry, and we live our motto, "Every Trip is Important." Through this dedication, we implemented and have continually improved operations for Perrysburg Transit. The flexibility of our operations, transparent working relationship, and open communication has helped MTM Transit, and the City, garner the community's trust in Perrysburg Transit.



MTM Transit has a proven record of success and represents the City's best choice as a contractor because we understand the City's goals and will continue offering service with no transitional challenges. We already have the resources in place to operate the program effectively from day one. These existing resources, along with our planned

program enhancements and relationships with those who rely on these services, position us uniquely to manage the program. We are the only bidder who can truly provide a seamless contract implementation for Perrysburg Transit and its stakeholders. Since we began operating Perrysburg Transit in June 2013, we have connected with your passengers and are proud of the impact we have had on their independence, health, and well-being. Your passengers know many of our operators by first name and trust that we will provide them with reliable service.

Proven Track Record of Success

We are proud of the safe, courteous, and timely service we have provided for Perrysburg Transit and are excited about the opportunity to implement new ideas to enhance service in the new contract term. Below, we outline areas where we have exceeded the City's expectations and our plans to continue to enhance the program.

▲ Excellent Customer Service

Even before MTM Transit implemented operations for Perrysburg Transit in June 2013, we put the wheels in motion to provide a smooth transition by outlining a realistic implementation plan and proactively addressing challenges. We provided interim gap service for the City from September through December 2012, and we were ready to implement the program fully after the levy passed in 2013. In May and June 2013, we were prepared with corporate staff on hand to provide a seamless start-up. By reducing the workload on Perrysburg Transit operators during the first days of service, we created a heightened sense of service to passengers and allowed the learning curve to take place in a more relaxed environment, ensuring quality service.

“While it is good business to provide customer-oriented service, MTM Transit additionally has developed personal, respectful relationships with their transport users.”

Perrysburg4Transit Committee Members

Letter to Perrysburg Mayor, Tom Mackin

We operate Perrysburg Transit in alignment with the City's goal of putting the passengers first. We frequently hear from our passengers that they are pleased with the level of service MTM Transit provides them.

“I have been riding the Perrysburg Transit for 10 years now. The people are delightful and always very accommodating. For a non-driver, they have certainly expanded my world. We are so fortunate to have this wonderful service in Perrysburg. I love the Perrysburg Transit!”

Kathy D.

Perrysburg Transit Passenger

Some of the other recent feedback MTM Transit has received from our passengers includes:

- ▶ *"Perrysburg Transit is the greatest thing. I cannot thank you enough. The drivers are excellent!"* – Lauren G.
- ▶ *"It is so nice being able to schedule a ride in advance. All the drivers are friendly and know the City. This is the best service that Perrysburg has ever had."* – Derek O.
- ▶ *"The service is very dependable. The drivers are nice, on-time, and helpful."* – Cathy H.

▲ Dedicated, Stable Team

MTM Transit's success is thanks to our people. Through proper hiring, training, monitoring, and incentives, we have developed and maintained a workforce of quality professionals who provide passengers with the best possible service.

Our eight local MTM Transit employees have a combined tenure of 40 years with Perrysburg Transit. In fact, General Manager Michelle Emge has been with Perrysburg Transit since its inception in June 2013, and Dana Whitner, our full-time Operator, Safety Management System (SMS) Ambassador, and Operator Trainer, has been with the program since October 2014. We consider this to be the best possible proof of an effective employee retention program. The institutional knowledge that these long-term employees bring to the program is invaluable and goes a long way toward ensuring our continued success.

Perrysburg Staff Feature



Michelle Emge
General Manager

“I am proud to say that I have been at this location since its inception and have watched it evolve over the years. The service we offer our residents is wonderful and even though I am not in direct contact with the riders on a regular basis, I feel as though I still aide them in gaining their independence.”

Additionally, our local team is passionate about the service they provide to members of the community. Perrysburg is their community too, especially since six of our eight local employees reside in Perrysburg. Our local team will continue to be empowered and encouraged to always act in the best interest of the City and its passengers. We frequently hear from our passengers that they are pleased with the level of service MTM Transit provides them and it is because our team cares about the community and its residents.

Successful Performance

Through proper hiring, training, monitoring, and incentives, we have developed and maintained a workforce of quality professionals who provide passengers with the best possible service. Our team is passionate about the service they provide, and they will continue always act in the best interest of the City and its passengers. We are proud that we have always maintained an on-time performance of at least 99% or more for the City. We also fully adhere to the Preventative Maintenance Inspection Schedule.

MTM Transit's Perrysburg team continuously maintains a culture of safety and performance, ensuring Perrysburg passengers safely get where they need to be, when they need to be there. Our local team has kept an impeccable safety record, including zero preventable accidents over the past five years. In fact, as of the proposal submittal day of June 8, 2023, our local team has been accident free for 2,101 days and is 72 days from having six consecutive years of zero preventable accidents.

DAYS SINCE LAST INJURY
472
DAYS SINCE LAST COLLISION
2101
NUMBER OF COLLISIONS THIS YEAR
00
NUMBER OF COLLISIONS SAME TIME LAST YEAR
00

This is quite an accomplishment for Perrysburg Transit. Our mission is to take safety a step further, ensuring it is truly a collaborative effort to continue to keep safety our number one priority.

Michelle Emge

Perrysburg Transit General Manager Since 2013

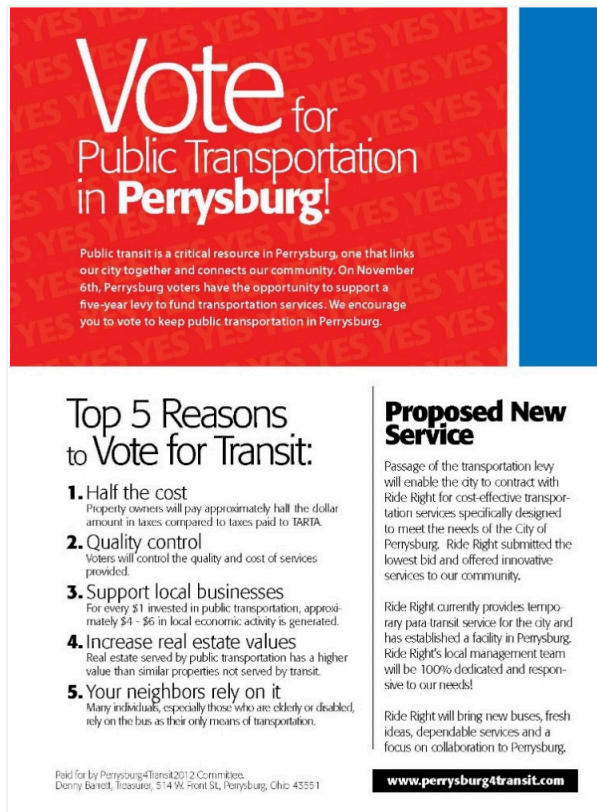
We minimize accidents through quality operator screenings, training, and evaluations; road supervision; pre- and post-trip inspections; and a proactive preventative maintenance program. Our "safety first" mentality has reduced accidents, and passengers feel safe taking trips on Perrysburg Transit.

Partnership with the City

MTM Transit maintains a nearly perfect on-time performance rate, receives many compliments and few complaints, and has maintained zero preventable accidents at Perrysburg Transit for almost six years. We also established a collaborative relationship with the City to exceed its goals for Perrysburg Transit. We operate the service with integrity, providing swift responses to issues, and exceeding program standards. We look forward to building on the success of the program in the future.

As an example of MTM Transit's partnership with the City, in 2013 and 2018, we worked with the grassroots group, Perrysburg4Transit, to promote the passage of tax levies to fund Perrysburg Transit. In 2013 and 2018, our marketing department created postcards, web graphics, yard signs, ads, and fliers to educate residents about the importance of voting yes on the levies to operate public transit in Perrysburg. We also financially supported these campaigns in both 2013 and 2018 and assisted in door-to-door campaigning. We are thrilled that the property tax initiatives passed in both 2013 and 2018, allowing the City to generate funding for the service.

We are looking forward to working with Perrysburg4Transit again this year to promote the passage of the upcoming tax levy on the November 2023 ballot. Our marketing department will once again create the necessary collateral material; we will financially support the campaign as needed; and we will assist in door-to-door campaigning. We strongly believe the passage of the upcoming tax levy is vital to the Perrysburg community, and we are committed to helping the community ensure this successful levy in November.





“Regarding customer satisfaction with the company [MTM Transit], the residents that I hear from, who use the [Perrysburg Transit] service, are pleased with it.”

Mayor Tom Mackin

Article in the Perrysburg Messenger Journal on May 31, 2023

Also in 2018, MTM Transit implemented our own internal routing, scheduling, and dispatching (RSD) software, Reveal, which allowed us to increase trip volume, enhance the passenger experience, and improve data collection and reporting. By using Reveal to coordinate better routing and grouping options, we cut trip times by 13%, reduced late trips by 56%, and decreased trip cancellations by 7%. At the same time, we increased ridership by 9%, improved productivity by 15%, and maintained on-time performance of 99.7%. We also improved safety by installing the idrive's X2 camera system in each vehicle. This on-board video monitoring system provided enhanced features to reduce accidents, increase efficiency, and reduce unwanted behaviors; this system has helped both MTM Transit and the City improve safety and customer service.



SERVING SENIORS

When the COVID-19 pandemic hit in 2020, our ridership and trip numbers diminished, our operating hours were shortened, and our employee count went from eight to two. That did not stop our General Manager Michelle Emge and full-time Operator, SMS Ambassador, and

Operator Trainer Dana Whitner from continuing to operate the Perrysburg Transit services as a two-person team. They adjusted to the needs of the residents during this unprecedented time to offer transportation for initiatives like Serving Seniors Meal Delivery. The local Senior Center contacted the City to see if MTM Transit would be open to providing transportation for Serving Seniors Meal Delivery. Michelle and Dana graciously accepted this offer because they knew the importance this initiative was for many of the Perrysburg residents. Michelle coordinated with the Senior Center to have Dana dedicated to making meal deliveries for approximately two hours each day. Dana continued to perform these important meal deliveries for more than 18 months, delivering meals to those who needed it the most during this unique time.

Led by Michelle, with the support of our corporate leadership team, MTM Transit proactively searches for ways to improve operations and increase program efficiencies. We are also dedicated to accommodating the City on any changes they request to the service. Michelle meets with City officials as requested to share results of customer survey results, positive program outcomes and challenges, and discuss ways to improve Perrysburg Transit.



Updates to Perrysburg Transit

MTM Transit is proud of the positive impact we have had on your program over the past ten years, and we have even greater ambitions for the future. We look forward to implementing the following enhancements for Perrysburg Transit in the next contract term.

Increased Wages

We believe in paying all employees a livable wage to increase the employee retention of a qualified workforce. For the new contract term, we are increasing all current wages to ensure all employees are making more than the current living wage of \$14.88.

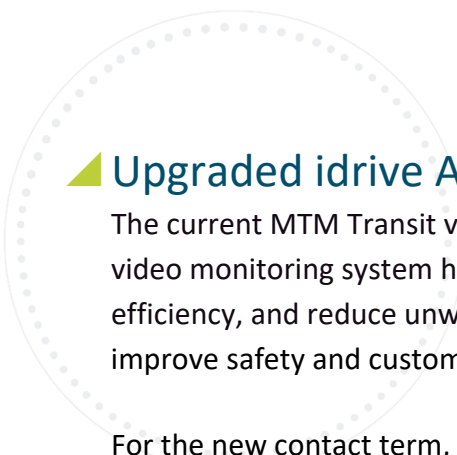
In the new contract term, the starting operator wage rate will be \$15.00 and will increase based on experience. This exceeds the minimum hourly rate of \$12.50 for operators listed in the Scope of Work and will help ensure all operator positions remain fully staffed for the City. Additionally, the starting dispatcher wage will be \$15.75 in the new contract term and will increase based on experience.

New Hybrid Vehicles



MTM Transit has four new 2022 Toyota Sienna Side Entry hybrid vehicles ready to deploy for the new contract term. These ADA compliant vehicles are ideal for Perrysburg passengers as they have Toyota's unmatched reliability with a manual side

entry ramp. All new vehicles will be branded to the City's specifications.



▲ Upgraded idrive AI Camera System

The current MTM Transit vehicles have idrive's X2 camera system in each vehicle. This on-board video monitoring system has provided enhanced features to reduce accidents, increase efficiency, and reduce unwanted behaviors; this system helped both MTM Transit and the City improve safety and customer service in the current contract term.

For the new contract term, we will be upgrading this system to a new model that will help us continue our strong safety record. The idrive AI Cam will be installed in each new hybrid vehicle. This is an inertia-based camera system with extensive safety features, such as facial recognition, drowsy driving detection, safe distance warning, and distracted driving detection.

▲ New ADA Certification Process

As outlined in the Scope of Work, the City wants their contractor to establish a valid, compliant certification process in the new contract term for Perrysburg residents to qualify for ADA paratransit service. Additionally, a list of all certified Perrysburg residents will be maintained by the contractor and available to the City upon request. MTM Transit is uniquely qualified to help the City develop this new, compliant ADA certification process as we have more than 13 years of experience with ADA certification. We know the rules and regulations and will work with the City to ensure a complaint program is developed and used throughout the new contract term.



MTM Transit services **more ADA eligibility contracts annually than any other competitor** in the United States. We perform over **100,000 eligibility certifications each year in 16 ADA eligibility certification programs** across the United States.

Our experience ranges from providing mobility services with one employee for the Salem Area Mass Transit District (SAMTD) in Salem, Oregon (approximately 700 certifications per year) to operating one of the largest paratransit certification programs in the U.S. for Access Services in Los Angeles, where 45 employees provide approximately 48,800 certifications per year.

Additionally, we currently operate the paratransit/demand transportation services for three of our 16 certification program clients, and we are in the process of implementing the paratransit/demand transportation operations contracts for an additional three certification clients. By the end of 2023, MTM Transit will have six clients where we perform eligibility certifications and operate the paratransit in combination with on-demand transportation services.

During the implementation process for the new contract term, we will work closely with the City to outline all the goals for the new ADA certification process. We will then partner with the City to customize the new ADA certification process, so it is complaint, fits the needs of the City, and meets and exceeds all the City's goals. We have developed compliant certification programs with similar clients, like in Sumter County, Florida. We are committed to creating a top-level compliant ADA certification program for the City.

The City's Best Choice to Operate Perrysburg Transit

MTM Transit knows how important these services are to the community, and we are proud of the part we have played in shaping Perrysburg Transit. We are excited about the opportunity to collaborate with the City on future service enhancements.

The City can be confident, based on our record of success, that MTM Transit's priority will continue to be the operation of a high-quality transit system that provides passengers with safe and reliable service. The City has already entrusted MTM Transit with the provision of these services for its passengers since June 2013. Continuing this partnership will be beneficial for all stakeholders, provide continuity for your passengers, and is a low-risk option for the City that offers high rewards.



Technical Proposal



Technical Proposal

1) Contact Information

List the business name, address, phone number, email address, and the contact person regarding the proposal.

The City may communicate with Amy Ritchie, Vice President of Proposals, regarding our proposal. All requested information is listed in **Figure 1**.

MTM Transit Contact Information

Business Name	MTM Transit, LLC
Address	16 Hawk Ridge Circle, Lake St. Louis, MO 63367
Contact Person	Amy Ritchie, Vice President of Proposals
Phone Number	636-695-5634
Email Address	aritchie@mtm-inc.net

Figure 1: MTM Transit Contact Information. MTM Transit's contact for this proposal process is Amy Ritchie, Vice President of Proposals.

2) Qualifications and Experience

Give a short summary of the firm's qualifications and experience, especially in the areas of ADA paratransit and demand response transportation services similar to those described in the Scope of Work. Describe types and volumes of services presently and previously provided.

MTM Transit is a limited liability company (LLC) and certified woman-owned business enterprise (WBE) established in 2009 in the state of Missouri by the leadership of Medical Transportation Management, Inc. (MTM), a national transportation manager with 28 years of experience. MTM Transit was founded to help agencies meet the transportation needs of their communities, specifically transit dependent populations. Access to local resources and amenities are important components of a healthy, productive life, and MTM Transit provides that access with the utmost dignity for every passenger. We are dedicated to offering a balance of innovation and best practices during this new era in transportation, deploying executive attention, technological advances, and responsiveness to maximize program success.



MTM Transit has proudly provided **safe, timely, and reliable transportation services since 2009**. Our passenger-focused approach is unparalleled, and we live our motto, **“Every Trip is Important.”**

MTM Transit’s principal line of business is providing Americans with Disabilities Act (ADA) paratransit, fixed route, and microtransit service operations, as well as additional transit services such as mobility management, ADA paratransit eligibility assessments, travel training, transit call center operation, and transit quality assurance operations and support. We deliver cost savings, increased efficiencies, and customer satisfaction to clients and passengers across the United States in 16 states and the District of Columbia.

An overview of MTM Transit’s current size and footprint is provided below:



33
Clients



16
States + D.C.



13.5 million
Annual Miles



1.7 million
Annual Trips



1,181
Employees

As a privately held company, we prioritize quality over quantity. We have no plans to sell or go public, allowing us to focus all our efforts on providing the best possible service for our clients and their customers. Instead of focusing on quarterly profit marks, we strive to meet performance standards of our contracts, foster a culture that reduces turnover, and provide our clients with the best service possible.

As described throughout our proposal, we have the systems, processes, resources, and direct experience to meet the needs of all who rely on the City. We operate according to five core values, depicted in **Figure 2**, which guide our actions every day.



Figure 2: MTM Transit Core Values. MTM Transit uses these five core values to meet and exceed all expectations of our clients and their customers.



The best testament to MTM Transit’s quality service is the **long-term partnerships** we have with our clients; we have received numerous contract extensions and have **never had a contract terminated early**.

For 14 years, MTM Transit has grown responsibly by focusing on the passenger experience and providing unparalleled hands-on management. MTM Transit’s mission is to help agencies meet the transportation needs of their communities – specifically, transit-dependent populations – with an exceptional passenger experience. Despite our rapid growth, MTM Transit remains privately owned and operated.

▲ About Affiliate MTM

Since 1995, MTM has managed non-emergency medical transportation (NEMT) for state and county governments, managed care organizations (MCOs), health systems, and other programs involving transportation for the disabled, underserved, and elderly. MTM’s services include NEMT and ADA paratransit brokerage, as well as special needs school transportation. MTM is a privately held S Corporation, incorporated in June 1995 in the state of Missouri.

As one of the nation’s largest, most experienced transportation managers, MTM provides more than 20 million trips annually for 13.6 million individuals in 35 states and the District of Columbia, containing or reducing costs and increasing customer satisfaction for every client. MTM also handles over 10 million calls each year.

▲ National Expertise and Office Locations

Figure 3 depicts MTM Transit and MTM’s combined operations across the United States. This affiliation provides MTM Transit with a wide variety of experience, as well as a focus on achieving the most efficient transportation operations and highest levels of customer service.

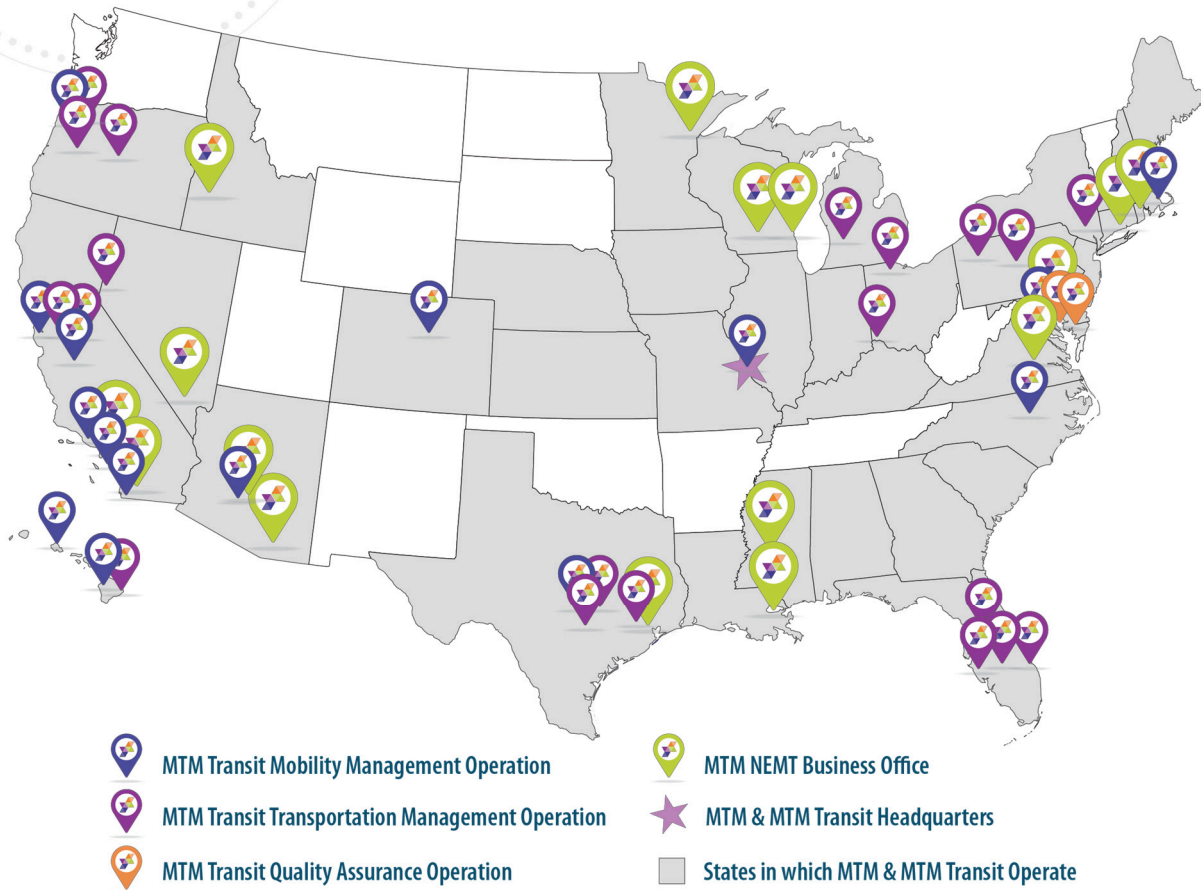
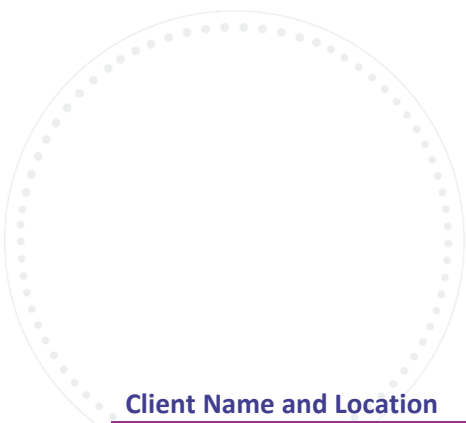


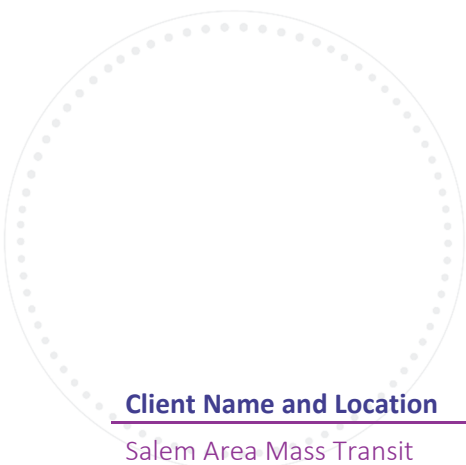
Figure 3: U.S. Map. Collectively, MTM Transit and MTM operate in 36 states and the District of Columbia.

▲ Experience Performing Similar Services

MTM Transit has the knowledge and past project experience relevant to the City’s needs as listed in the Scope of Work. **Figure 4** provides a list of MTM Transit’s current transportation management operations clients and the functions we perform for each client – listed in order based on service start dates.



Client Name and Location	Paratransit/Demand	Fixed Route	Microtransit	Management	Hiring/Training	Reservations	Scheduling	Dispatching	Maintenance	Volume (Annual Ridership)	Transportation Management Operations Service Start Date
Hamilton County Department of Job and Family Services (HCJFS) – Cincinnati, OH	✓			✓	✓		✓	✓		120,000	Jan. 2010
Clarion County – Clarion, PA	✓			✓	✓	✓	✓	✓		35,000	April 2011
Allegan County – Allegan, MI	✓			✓	✓	✓	✓	✓		110,000	June 2011
Sumter County – Wildwood, FL	✓	✓		✓	✓	✓	✓	✓		75,000	Oct. 2011
Centre Area Transportation Authority (CATA) – State College, PA	✓		✓	✓	✓	✓	✓	✓		38,000	April 2012
City of Perrysburg – Perrysburg, OH	✓			✓	✓	✓	✓	✓	✓	12,000	June 2013
Orange County – Goshen, NY	✓			✓	✓	✓	✓	✓	✓	25,000	Jan. 2014
Capital Metropolitan Transportation Authority (CMTA) – Austin, TX*	✓		✓	✓	✓		✓	✓	✓	497,000	May 2014
City of Conroe – Conroe, TX	✓	✓		✓	✓	✓	✓	✓		28,000	Jan. 2015
Sarasota County – Sarasota, FL	✓			✓	✓	✓	✓	✓	✓	150,000	Mar. 2016
City of Tracy – Tracy, CA	✓	✓	✓	✓	✓	✓	✓	✓	✓	125,000	Aug. 2016
Regional Transportation Commission (RTC) of Washoe County – Reno, NV	✓		✓	✓	✓	✓	✓	✓	✓	200,000	July 2017
Lane Transit District (LTD) – Eugene, OR	✓			✓	✓	✓	✓	✓	✓	170,000	Aug. 2017
Martin County – Stuart, FL	✓	✓		✓	✓			✓	✓	90,000	Oct. 2020
Heartland Regional Transportation Planning Organization (HRTPO) – Bartow, FL	✓			✓	✓	✓	✓	✓	✓	127,000	July 2021
Cascade East Transit (CET) – Bend, OR	✓	✓		✓	✓					45,000	Sept. 2021



Client Name and Location	Paratransit/Demand	Fixed Route	Microtransit	Management	Hiring/Training	Reservations	Scheduling	Dispatching	Maintenance	Volume (Annual Ridership)	Transportation Management Operations Service Start Date
Salem Area Mass Transit District (SAMTD) – Salem, OR*	✓			✓	✓	✓	✓	✓		223,000	Jan. 2023
County of Hawai'i Mass Transit Agency (MTA) – Hilo, HI*	✓			✓	✓	✓	✓	✓		200	Jan. 2023
City of Escalon – Escalon, CA	✓	✓		✓	✓			✓	✓	7,500	Feb. 2023
Denver Regional Transportation District (RTD) – Denver, CO*	✓		✓	✓	✓			✓	✓	120,000	July 2023**
City of Manteca – Manteca, CA	✓	✓		✓	✓	✓	✓	✓	✓	62,200	July 2023**
Valley Metro – Phoenix, AZ*	✓			✓	✓			✓	✓	450,000	Oct. 2023**

Figure 4: MTM Transit Transportation Management Operations Client List. An overview of MTM Transit's current transportation management operations clients.

*MTM Transit also holds mobility management operations contracts with these clients.

**MTM Transit will be going live with these clients in the coming months. We already operate the ADA eligibility assessment and travel training programs for both Denver RTD and Valley Metro.

3) Service Approach

Describe in detail how you would provide this service.



As the City's partner since June 2013, we are well-established and prepared to continue serving the City in the new contract term. Over the last ten years, the City has seen how MTM Transit manages its programs with an unmatched level of honesty and integrity, and that we hold true to our core values and our mission of helping agencies meet the transportation needs of their communities. We are committed to ensuring all passengers have an exceptional transportation experience. Throughout the duration of the new contract term, the City will continue to find that our management methodologies and performance standards seek to improve quality, safety, and satisfaction, while delivering reliable, efficient service.

Safety is a top priority for the City, and at MTM Transit, we maintain a safety-focused culture and consider safety to be every employee's responsibility. We will continue to ensure safe operations of Perrysburg Transit through extensive training and screening procedures; a thorough quality assurance program including road supervision and on-board camera footage review; and a generous operator incentive program that encourages operators to focus on safe vehicle operation.

When it comes to customer satisfaction, we present ourselves in a professional manner and treat everyone with respect. We understand the elderly and individuals who utilize paratransit services are some of society's most vulnerable. Our operators go out of their way to get to know their customers and ensure that passengers look forward to their next trip with MTM Transit. We also take pride in delivering service with a focus on operational efficiency and knowing that we do things right the first time. Our well-trained dispatchers will optimize the schedules for maximum efficiency, saving time for our operators and passengers.



Specifically, for the Perrysburg Transit program, MTM Transit will continue to provide a turnkey transportation solution for the City. We provide the appropriate vehicles to operate the service and are responsible for all maintenance, cleaning, and fueling of those vehicles. Additionally, MTM Transit will continue to hire and train the operators and provide direct dispatch and supervision of those operators in the provision of this service. We have the appropriate permits from all relevant jurisdictions in which Perrysburg Transit routes operate.

MTM Transit will continue to provide ADA paratransit and Dial-A-Ride demand response services throughout the Perrysburg community as outlined in **Figure 5**, meeting and exceeding the City's Scope of Work.

Service	Scope of Work
ADA Paratransit Service	▶ Door-to-door service to residents who have been certified and deemed eligible for service, to and from any point within the City
	▶ Door-to-door service to residents who have been certified and deemed eligible for service, to and from any point in the City, to or from the following designated points outside the City*: Meijer and the City of Maumee Municipal Building
	▶ Door-to-door service to certified customers transferring from a Toledo Area Regional Paratransit Service (TARPS) vehicle at the following designated points outside of the City to any point within the City*: Meijer and the City of Maumee Municipal Building
	▶ Service during the listed community shuttle hours of operation
	▶ Customer reservations and scheduling trips for service at least 24 hours in advance of trips
	▶ Customer pick-ups within a 30-minute window of the scheduled trip time (15 minutes before to 15 minutes after the scheduled time)
	▶ On-time performance of over 93% (within the 30-minute window which exists from 15 minutes before until 15 minutes after the scheduled pick-up time)
	▶ Managing a valid, compliant certification process for residents to qualify for service
	▶ Maintaining a list of all residents who have been certified for service, which is available to the City upon request
	▶ Sufficient operator staffing so customers relying on the service are not late or stranded

Service	Scope of Work
---------	---------------

**Dial-A-Ride
Demand
Response
Service**

- | | |
|--|---|
| | ▶ On demand service to all residents via a phone call to a dispatch center or the vehicle operator |
| | ▶ Curb-to-curb service to and from any point within the City |
| | ▶ Curb-to-curb service to or from any point in the City, to or from the following designated points outside the City*: Meijer and the City of Maumee Municipal Building |
| | ▶ On-time performance of 95% or above (arriving zero minutes early and no more than five minutes past the scheduled time at all identified times) |
| | ▶ Not arriving at any time earlier than the scheduled time |
| | ▶ Sufficient operator staffing so customers relying on the service are not late or stranded |

Figure 5: Scope of Work. MTM Transit will continue to meet and exceed the City's Scope of Work.

*Meijer is located at 10055 Olde US 20, Rossford, OH 43460, and the City of Maumee Municipal Building is located at 400 Conant Street, Maumee, OH 43537.

Michelle Emge will continue to serve as General Manager for the program and be supported by two dispatchers (one full-time and one part-time) and five operators (one full-time and four part-time). All MTM Transit staff are fully dedicated to the operation of Perrysburg Transit. Our local dispatchers, supported by Michelle, will continue to handle trip reservations and scheduling.

Both ADA paratransit and Dial-A-Ride demand response services will be provided between the hours of 8:30 a.m. and 8:30 p.m., Monday through Saturday, and 8:30 a.m. and 5:30 p.m. on Sunday. At a minimum, one of our dispatchers and/or Michelle will always be on duty when service is running. Michelle and our dispatchers continually monitor service and make schedule adjustments as needed to keep service running efficiently and on time. Michelle and our dispatchers are located in our office location and are available during all hours of operation to transmit and receive communications with the operators and manage issues including but not limited to:

- ▶ Vehicle breakdowns
- ▶ Accidents
- ▶ Passenger incidents
- ▶ Emergency detours
- ▶ Unscheduled route and/or service changes
- ▶ Other such events that may occur

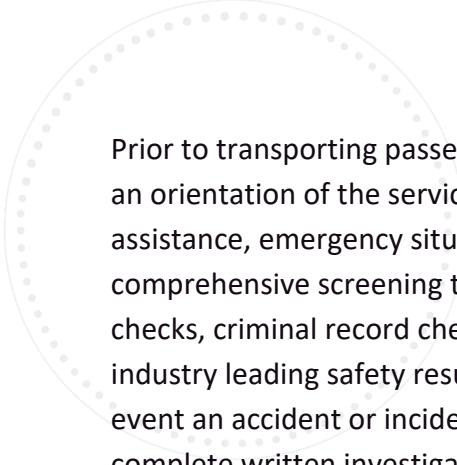
MTM Transit will continue to operate out of our current Perrysburg facility located at 116 West 3rd Street, Perrysburg, OH 43551. While we currently lease this facility, our local team is a responsible partner and ensures that the site is clean, organized, and safe.

We coordinate all vehicle maintenance through Steve's Family Auto located at 26937 Eckel Road, Perrysburg, OH 43551. All records related to the maintenance of any vehicle used in the provision of service to Perrysburg are available for review and inspection by the City, upon request. Our operators are responsible for vehicle cleaning and ensuring the appearance of our fleet is a positive reflection of the Perrysburg Transit program. Additionally, MTM Transit maintains the levels of insurance as outlined in the Scope of Work.



Operators perform pre-trip inspections of each vehicle prior to entering service for the day. If an issue is identified, the operator immediately reports it, and depending on the severity, the vehicle is prevented from entering service if a potential safety or other critical concern is identified. Vehicles are also inspected at the end of each shift.

Our operators provide timely and safe service for each of these programs and communicate regularly with our dispatchers. Operators are appropriately uniformed and adhere to our dress code, which includes shirts with collars, no blue jeans, and displaying an MTM Transit-issued identification card. Operators greet passengers and provide riders with assistance boarding and exiting the vehicles as necessary. They are polite and pleasant but minimize conversations while the vehicle is in motion. As they complete their route, they document the status of trip provision through the in-vehicle tablets. MTM Transit ensures all operators are trained on the appropriate use of tablets and requires them to log into the system as part of their pre-trip process. Each arrival and departure are documented on the electronic manifest, and operators also confirm fare collection and record no-shows on the device. We will regularly monitor data from the tablets and make necessary day-of-service route modifications, resulting in seamless communication between dispatch and operators, as well as increased service and productivity levels. Additionally, we continually evaluate operator performance and adherence to all program standards and safety initiatives.



Prior to transporting passengers, all operators complete comprehensive training that includes an orientation of the service and area, equipment on vehicles, passenger sensitivity and assistance, emergency situations, and defensive driving. They are also required to complete a comprehensive screening that includes initial and ongoing drug and alcohol testing, MVR checks, criminal record checks, and Child Abuse Registry checks. Our training has resulted in industry leading safety results and low accident rates across our book of business, but in the event an accident or incident occurs, we will immediately notify the City and provide a complete written investigation.

Fares are removed from the vehicle at the end of each shift; our system is based on the principles of limited access — specifically individual accountability and joint responsibility of monies prior to deposit with at least two employees present. MTM Transit will continue to retain the cash collected and provide a fare revenue credit on each monthly invoice to the City. All fare collections are documented and said documentation is made available for review by the City upon request. We understand the City reserves the right to audit the fare collection process and all financial reports related to that process, upon request.

Our local management team, supported by our corporate executives, regularly monitors program quality and efficiency using data from the Reveal routing, scheduling, and dispatching (RSD) system. We generate reports and dashboards to ensure we are meeting or exceeding all program metrics. We share these reports, and any suggestions for improvement, with the City. We also review data from our proposed camera system to identify additional areas for improvement or supplemental training needs.

MTM Transit will continue to submit an invoice monthly for service provided during the previous month. This invoice includes the following:

- ▶ Amount due to MTM Transit, with appropriate documentation
- ▶ Properly completed manifests for ADA paratransit and Dial-A-Ride demand response service
- ▶ Fare revenue credit
- ▶ Monthly operating information, as defined by the City
 - This will include at a minimum, miles and hours of service, and on-time performance.
 - This information will be segregated by each type of service provided.

We understand the City will remit payment to MTM Transit monthly unless delayed due to inadequate invoices or trip reports.

Finally, the City is always welcome to review and audit MTM Transit's books and records as they relate to the performance of this contract, including both financial and operating information and especially regarding prices quoted and price increases. We also understand it is our responsibility to report any instances of consumer or operator fraud immediately to Perrysburg.

Vehicles



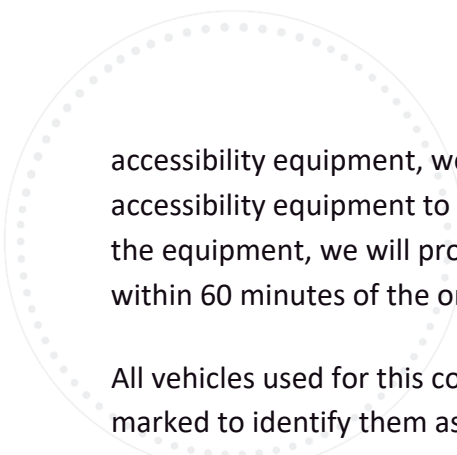
MTM Transit will continue to provide vehicles for Perrysburg Transit. We currently have four vehicles for this program and will be replacing these vehicles with four new Toyota Sienna Side Entry hybrid vehicles for the new contract term. These ADA compliant vehicles are ideal for Perrysburg passengers as they have Toyota's unmatched

reliability with a manual side entry ramp. Our vehicles for the new contract term will not be older than five model years; the new hybrid vehicles we are proposing to use for Perrysburg Transit for the new contract term are all 2022 model years.

Added benefits to these new vehicles include:

- ▶ **Seating for Up to Three Passengers.** Each vehicle can carry two passengers and a wheelchair or three ambulatory passengers.
- ▶ **Access360 Maneuverability.** Clean, uncluttered interior with the industry's most interior space for maximum wheelchair maneuverability and enhanced visibility.
- ▶ **Comfort and Convenience.** The Sienna's unobstructed entrance provides comfortable ambulatory passenger boarding and the vehicle's slip resistance and easy to clean commercial grade flooring is convenient.
- ▶ **Leading In-Floor Ramp with a 1,000 Pound Capacity.** The in-floor ramp system is stowed within the vehicle floor, providing operators the convenience and flexibility to transport more passengers while deploying the ramp only when needed. Two-inch rigid side rails along the ramp and floor LED illumination provide additional visibility and security.
- ▶ **Simple Manual Ramp.** The manual ramp system on the vehicle is ideal for MTM Transit's use. The vehicle's patented easy grip handle allows operators to use the ramp without bending or heavy lifting and needs minimal maintenance.

The new hybrid vehicles for the new contract term are ADA accessible and MTM Transit will maintain all accessibility equipment and features on these vehicles to ensure they are always operable and safe to use. If, for some reason, a vehicle must be put into service with inoperable



accessibility equipment, we will notify the City immediately. If any passenger needing to use accessibility equipment to board the vehicle cannot make their trip due to the inoperability of the equipment, we will provide an appropriate alternate means of transporting the customer within 60 minutes of the original attempt to board the vehicle.

All vehicles used for this contract will be branded to the City's specifications and consistently marked to identify them as Perrysburg-sponsored transportation vehicles. The MTM Transit Marketing team designed the vehicle wraps for the current Perrysburg Transit vehicles, and we will provide all vehicle wraps for the new fleet for the new contract term. Additionally, the new vehicles will be properly licensed by the appropriate agencies to perform the required transportation services outlined in the Scope of Work. Vehicles will be equipped with two-way radios for communication to the dispatch location.

MTM Transit will continue to house Perrysburg Transit vehicles at our facility in Wood County in accordance with local zoning laws. To the extent possible, vehicle maintenance services and fueling will also take place within the City. Vehicles will be kept clean – inside and out – and the exteriors of vehicles will be washed at least weekly.

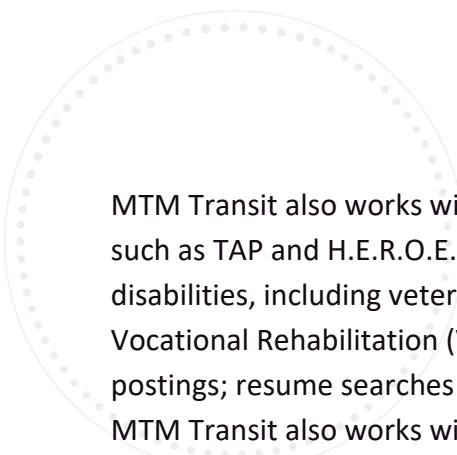
Recruiting, Screening, and Hiring

MTM Transit successfully recruits and hires qualified, licensed vehicle operators, dispatchers, and other staff across our book of business by providing competitive wages and benefits and conducting thorough credentialing during the hiring process. We work diligently to recruit and retain employees who understand the importance of safety and customer service, and we train them to ensure they always operate in the best interests of our passengers.

Recruitment

Because MTM Transit already has a workforce that is fully trained for the City, hiring for the new contract term will be limited to backfilling positions as attrition occurs. We promptly recruit for open positions and fill them to avoid interrupting service. We post and promote all open positions, along with their applicable descriptions, on various outlets including:

- ▶ Local and national recruiting websites such as CareerBuilder, LinkedIn, ZipRecruiter, and Indeed
- ▶ State employment/workforce development office
- ▶ Local job banks and fairs
- ▶ Social media such as Facebook and Twitter
- ▶ Local community colleges and universities
- ▶ Veteran and community outreach



MTM Transit also works with organizations to recruit individuals with disabilities and veterans, such as TAP and H.E.R.O.E.S. The TAP online portal provides access to a pool of individuals with disabilities, including veterans. Through TAP, MTM Transit posts jobs that reach all 80 of the Vocational Rehabilitation (VR) agencies across the United States. TAP's services include job postings; resume searches by geographic region; recruiter access; and interview capability. MTM Transit also works with H.E.R.O.E.S. Care, a coalition of organizations that provide support to military families.

Recruitment Strategy

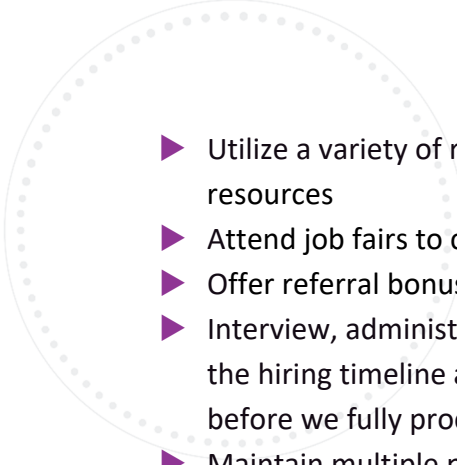
As the City knows, it is critical that this contract remains properly staffed. We do not wait for a shortage to occur; rather, we continually recruit and train qualified employees throughout the life of the contract. Our corporate Human Resources department will partner with General Manager Michelle Emge throughout the new contract term to assist in recruiting, screening, interviewing, and hiring staff. The Human Resources department has weekly or monthly calls with each of our operating divisions, depending on size and staffing needs, to help local managers regularly evaluate current and anticipated recruitment needs, enabling them to be proactive in identifying any gaps that may occur.

MTM Transit creates “evergreen” job requisitions for operator positions and is in a continual state of recruitment so that we always maintain a pipeline of qualified candidates we can bring on board quickly. Open positions are promptly recruited for and filled to minimize issues, and we maintain a very low turnover rate across our book of business.

In the event of a vacancy in a key management position, we will temporarily reassign another MTM Transit management team member to take on the responsibilities while we recruit and train the replacement. We will not replace any key personnel without approval from the City

Improving Operator Recruitment

Across the industry, operator recruitment is a continuous challenge, especially with organizations such as Lyft, Uber, and Amazon competing for a similar employee pool. MTM Transit identifies employee recruitment and operator staffing as our primary objective and has established a taskforce to work toward a goal of 100% operator staffing in all locations. The taskforce consists of corporate Human Resources staff, select managers from our operating locations, and our Regional Vice Presidents. Some of the strategies we have deployed across our book of business, and will deploy for the City as needed, include:

- 
- ▶ Utilize a variety of recruitment sites including social media, as well as national and local resources
 - ▶ Attend job fairs to create awareness
 - ▶ Offer referral bonuses
 - ▶ Interview, administer drug tests, and sign-up new employees in a single day to reduce the hiring timeline and minimize situations where individuals find alternative work before we fully process the applicant
 - ▶ Maintain multiple points of contact from the time of application to the first training class to keep applicants engaged
 - ▶ Set expectations early, clearly explaining the responsibilities and expectations to prevent employees from opting out later in the hiring or training process

Our taskforce meets weekly to review open positions and optimal staffing, evaluate which recruitment strategies have been most effective, and review the attrition report and exit interview results for each of our locations. The taskforce shares a color-coded dashboard with our entire executive team to ensure transparency throughout the organization. This level of corporate support and engagement in the hiring process is simply unmatched in the industry. Our efforts have historically paid off in nearly every operating location with sites fully staffed, with a wait list of applicants for operator positions.

Screening and Hiring Candidates

MTM Transit will only select candidates who meet or exceed all requirements set forth in the RFP. During the recruitment process, our Human Resources department ensures all job postings include brief questionnaires that ask qualification-related questions as a requirement to apply. Once an application has been received and reviewed, an MTM Transit recruiting representative contacts the candidate via phone to discuss the position and to ensure the candidate meets the minimum qualifications.

Candidates who meet the minimum qualifications and demonstrate the ability to perform the job effectively via the phone interviews are scheduled for in-person interviews with the implementation and/or local management teams. During the interviews, candidates' skills and qualifications are assessed once more, and questions are asked to determine if candidates align with the position applied for. If applicable, candidates take part in on-site testing and assessments as needed. In addition, some positions, such as management roles, require additional interviews and/or panel interviews along with our assessment.



MTM Transit carefully recruits and screens candidates, **only hiring those who display the qualities necessary to provide exemplary service** on behalf of MTM Transit and the City.

Once a candidate is chosen for a role, an offer letter is presented and accepted. The candidate then completes forms for pre-employment testing, as well as a hiring packet. MTM Transit then checks backgrounds for candidates who pass interviews and accept positions, including:

- ▶ State Criminal History
- ▶ Out of State Criminal History
- ▶ National Sex Offender Registry
- ▶ Child Abuse Registry

We also conduct pre-employment drug screenings, motor vehicle records (MVR) reviews, DOT physicals, and any other City-required background checks on all operators. Additionally, MTM Transit ensures all operators can read, write, and understand English, as well as be able to complete any required forms or



documentation. During our initial hiring screening, we assess candidates' ability to communicate in English. They must also be able to successfully complete MTM Transit's hiring paperwork to receive a job offer.

Drug and Alcohol Testing

MTM Transit maintains an employee alcohol and substance abuse testing program for all employees in safety-sensitive positions. We perform pre-employment, post-accident, reasonable suspicion, and random drug and alcohol testing of these employees. MTM Transit's drug and alcohol testing program complies with all applicable requirements as established by the Federal Transit Administration (FTA) or by other federal or state agencies, rules, and regulations. This includes FTA Section 8 and State of Ohio requirements, as well as the Drug Free Workplace Act of 1988.

MTM Transit distributes the drug and alcohol policy to every employee, and they must certify receipt. We support a drug-free workplace, and we send a clear message that drug and alcohol use in the workplace is incompatible with employment at MTM Transit. The policy describes actions that may be taken against the employee. We have zero tolerance for positive results; no employee with a confirmed positive drug or alcohol test will be allowed to perform any work under the contract. We maintain test result documents in personnel files and will make results readily available for inspection.

Operator Qualifications

MTM Transit performs background checks on every operator. Five-year motor vehicle reports are reviewed prior to hire and again each year. MTM Transit also performs criminal background checks on each operator and verifies employment history for all potential new hires; anyone with a dissatisfactory background or references is not considered for employment. We will continue to ensure all operators for City are properly licensed, have a clean driving record, and are insurable.

Perrysburg Staff Feature



Dana Whitner
Transit Operator

What I love about my job is my awesome co-workers, getting to know multiple different riders, and giving our elderly riders their sense of independence.

Employee Retention

MTM Transit provides a positive work culture and excellent benefits and incentive programs. We have created an environment at Perrysburg Transit in which employees recognize that their role at MTM Transit is not just a job, but also a long-term career. Opportunities for advancement within the company, and an extensive investment in training, build a high degree of job satisfaction in our employees.



With the oversight of General Manager Michelle Emge, MTM Transit has maintained a workforce that does more than just provide service that is safe and on time. We have trained our local team to provide the highest levels of customer service, and then kept them engaged. Our operators provide a welcoming atmosphere for every passenger that boards a Perrysburg Transit vehicle.

Perrysburg Staff Feature



Jeff Debo
Transit Operator



“I really enjoy what I do. I enjoy the people, and everybody I work with is great.”

After we identify and hire quality employees, we work hard to keep them. We understand that turnover reduces productivity, especially with operators due to the lengthy learning curve associated with becoming familiar with service areas and routes. Turnover also has the potential to negatively affect accident rates, along with passengers' perception of service quality. Our employee retention rate is high due to our positive work culture and excellent benefits, which results in higher levels of service for passengers.

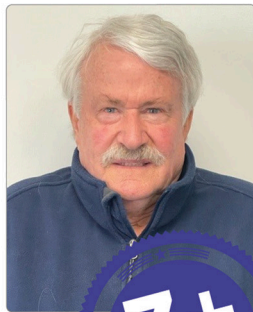
MTM Transit assures the City that high turnover rates will not be an issue under our management. We create an environment in which employees recognize their role at MTM Transit is not just a job, but a long-term career. Further, thanks to our cross-training program, MTM Transit can always perform every function, even in the event of an employee absence.

Positive Company Culture

MTM Transit works hard to create a culture that our employees want to be a part of, which helps us retain tenured team members. Some examples include:

- ▶ Open door policy—employees can talk to anyone from General Manager Michelle Emge to Senior Vice President of Operations Ed Overn
- ▶ Quarterly safety bonuses
- ▶ Safety activities
- ▶ Radio “shout outs” to compliment employees in front of the team
- ▶ Participation in external events, such as local parades

Perrysburg Staff Feature



Phil Lowry
Transit Operator

“I enjoy my job because I like driving the good people of Perrysburg around to their doctor’s appointments, the grocery store, and just getting them out of their homes.”

Wages and Benefits

We believe in paying all employees a livable wage to increase the employee retention of a qualified workforce. As previously stated, for the new contract term, we are increasing all current wages to ensure all employees are making more than the current living wage of \$14.88. In the new contract term, the starting operator will be \$15.00 and will increase based on experience. This exceeds the minimum hourly rate of \$12.50 for operators listed in the Scope of Work and will help ensure all operator positions remain fully staffed for the City. Additionally, the starting dispatcher wage will be \$15.75 in the new contract term and increase based on experience.

Further, MTM Transit offers an attractive benefits package that features multiple tiers of coverage options, enabling more employees to obtain coverage with greater flexibility in their choices. Our benefit package provides more comprehensive coverage at a lower cost to our employees than our competitors. These benefits aid in employee recruitment, satisfaction, and retention.



With a **stable workforce and low turnover**, the City and its passengers will benefit from having satisfied personnel who are invested in the success of the contract, and who are able to **develop long-term knowledge of the program and their passengers**.

We are confident in our comprehensive benefit package, but we will work through any gaps and make accommodations so no employee experiences a lapse in coverage. Our health insurance includes options for medical, dental, and vision coverage, with Section 125 Pre-Tax Benefits for employer-paid health insurance.

A high-level overview of MTM Transit's standard benefits package is provided below:

- ▶ **Medical Insurance:** All employees who work 30 hours a week or more are eligible for enrollment in MTM Transit's medical plans. Pre-tax deductions are available for coverage for employees and dependents. MTM Transit offers two plans.
- ▶ **Dental Insurance:** Employee pays 50% for coverage.
- ▶ **Life Insurance:** Employee's annual base salary rounded up to the next \$1,000 increment with a maximum benefit of \$250,000. Coverage reduces at age 65. MTM Transit pays 100% of benefit.
- ▶ **Vision Insurance:** 100% paid by the employee.
- ▶ **Long-Term Disability:** Plan provides 60% of an employee's pre-disability earnings, up to \$10,000 a month.
- ▶ **Optional Coverage, Voluntary Life Insurance for Employee, Spouse, and Children:** Employee can enroll in additional life coverage for self and/or eligible family members. Coverage reduces beginning at age 65.
- ▶ **Optional Coverage, Short-Term Disability:** Income replacement at 66.67% of weekly pre-disability earnings if the employee cannot work due to an approved disability. Maximum of \$2,000 per week.
- ▶ **Optional Coverage, Hyatt Legal:** Pre-paid legal plan.
- ▶ **Optional Coverage, Allstate Insurance Plans:** Employee-paid coverage for critical illness, hospital indemnity, and accident.

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- ▶ **Optional Coverage, InfoArmor:** Employee-paid coverage for identify theft protection.
 - ▶ **Paid Time Off (PTO)/Vacation:** MTM Transit offers PTO accrual commensurate with seniority.
 - ▶ **Paid Sick Time:** Sick Leave is included in the MTM Transit's PTO accrual.
 - ▶ **Retirement Savings:** All full-time employees are eligible to enroll in the company-sponsored 401(k) plan after three months of employment. Alternatively, when pensions are established for Union employees, we contribute accordingly to that plan.
 - ▶ **Holiday Pay:** Employees receive seven paid holidays each year.
 - ▶ **Bereavement Leave:** PTO of up to three business days, effective after one year of employment.
 - ▶ **Uniform:** MTM Transit supplies full- and part-time Perrysburg Transit operators with uniforms and identification. All Perrysburg Transit operators are provided with uniform polo shirts, jackets, pullovers, and hats (winter and baseball).
 - ▶ **Wellness Program:** Includes free flu shots and health screenings, weight loss program, and step contests.
 - ▶ **Quarterly Safety Bonus:** Available to employees with no preventable incidents or accidents, and no valid passenger- or service-related complaints.
 - ▶ **Master Operator Program:** Three levels of recognition; develops operator skills and customer service abilities.
 - ▶ **Tuition Reimbursement:** Provides reimbursement for education from certificates and licensures through doctorate degrees through select universities.

Additional Benefits

MTM Transit offers additional benefits as part of our standard package, including a health and wellness program through IncentFit, which facilitates wellness challenges, activity rewards, and fitness reimbursements. MTM Transit uses IncentFit to challenge employees to activities such as company-wide step count competitions and weight loss challenges. Employees who are on our health benefits can also earn discounts by completing activities such as preventative care appointments and volunteering in their communities. We have found IncentFit to be a fun and enjoyable way to encourage our employees to stay healthy and active, which has been proven to increase workplace productivity.

Our Human Resources department continually looks for innovative ways to improve employee engagement, morale, and retention. For example, in recognition of the uncertainty and unprecedented demands on employees during COVID-19, and in thanks for the outstanding job all our employees have done during this difficult time, MTM Transit granted all employees an extra day off on June 12, 2020. Called our "Relax from Home" day, staff were encouraged to

turn off their computers, spend time with family, or simply relax. We celebrated this day with a photo contest in which staff submitted photos of how they spent their “Relax from Home” day.

Further, we have recently combined our commitment to honoring diversity and engaging our workforce by pledging to recognize Juneteenth as a paid holiday beginning in 2021. Juneteenth, which is observed on June 19th each year, is the oldest nationally observed celebration of the ending of slavery in the United States and commemorates African American freedom and achievements. Our leadership, including President and CEO Alaina Maciá, felt this is an important step toward talking about our company values, and acting on them.

Workday



MTM Transit uses an online platform, Workday, for our employees to **manage their pay and benefits in one central location**, either through a desktop version or a mobile app. Features that employees can access through workday include **pay stubs, tax documents, benefits information, an internal address directory, expenses, and more.**

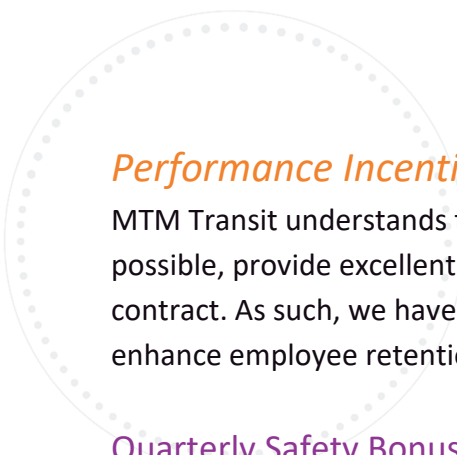
Employees can also use Workday to track their time off and make time off requests, change and view benefits election details, access MTM Transit’s code of conduct and employee handbook, and view and change their personal information. This platform empowers employees to manage multiple aspects of their employment in one single location at any time.

Employee Incentives

MTM Transit offers numerous monetary and non-monetary employee incentives that are used to provide a more stable and professional workforce including, but not limited to the following:

- ▶ Employee referral bonuses
- ▶ Safety bonuses
- ▶ Safety contests
- ▶ Safety Management System (SMS) Ambassador Program (employee-driven safety club)
- ▶ Employee wellness incentives
- ▶ Barbeques, pizza parties, and other themed events

Additionally, our recruiting, hiring, and training processes allow MTM Transit to attract and retain high-quality employees who know the local area and the community. MTM Transit has a proven ability to retain an experienced and capable workforce.



Performance Incentives

MTM Transit understands the importance of incentivizing staff to operate vehicles as safely as possible, provide excellent customer service, and work for MTM Transit for the life of the contract. As such, we have the following programs in place to promote these key objectives and enhance employee retention.

Quarterly Safety Bonus

MTM Transit provides safety bonuses for operators who consistently avoid preventable accidents and create a culture of safety. We use the following qualifying criteria to evaluate safety performance each quarter:

- ▶ Employees must have no preventable accidents or preventable incidents
- ▶ Must attend all scheduled safety meetings
- ▶ All scheduled shifts must be performed and completed
- ▶ No valid passenger or service-related complaints (this includes employee discipline)

The quarterly safety bonus is paid at \$50 for full-time qualified employees and \$25 for part-time qualified employees.

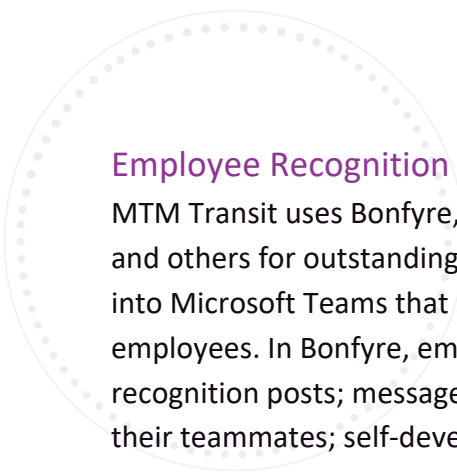
Master Operator Program

MTM Transit recently added a new recognition program entitled the Master Operator program. The Master Operator program is a program that recognizes and further develops the skills, customer service, and potential of all operators at each of our locations.

The Master Operator program is comprised of three levels. At each level, operators will have achieved an excellent safety record, excellent driving skills, and will be a champion for customer service.

- ▶ **First Level, Professional Operator:** This level is open to all existing and new operators.
- ▶ **Second Level, Advanced Operator:** Advanced Operator can be achieved after one consecutive year of excellent service and performance.
- ▶ **Third Level, Master Operator:** This level is achieved after two consecutive years of excellent service and performance, together with customer service and with obtaining advanced certified operator qualifications.

The Master Operator program helps us to recognize the best of our operators and helps us retain our existing employees. At each level of advancement, the operators are recognized in front of their peers and family members and wear vests of different colors to work that allows them to stand out among their co-workers.



Employee Recognition

MTM Transit uses Bonfyre, an online platform that allows employees to recognize colleagues and others for outstanding performance. Bonfyre is a simple, intuitive app integrated directly into Microsoft Teams that streamlines the channels MTM Transit uses to communicate with employees. In Bonfyre, employees can participate in team activities, as well as send and receive recognition posts; messages for birthdays and work anniversaries; reminders to engage with their teammates; self-development and wellbeing tips; leader updates; and much more.

We also publicly recognize staff who are delivering on our core values and providing excellent service at local safety meetings, at board meetings (as approved by our clients), and through social media.

Staff Development

MTM Transit's Human Resources department has developed a clear strategy aimed at furthering the development and growth of all our team members. This strategy has five domains designed to provide every employee ongoing development for a successful lifelong career:

- ▶ **Employee Development:** Providing the employee with lifelong learning opportunities.
- ▶ **Engagement and Retention:** Retaining the right talent through a culture of employee engagement, including leadership coaching and recognition, as well as quarterly internal surveys to continuously assess our engagement levels and make any changes as needed.
- ▶ **Recognition and Rewards:** Recognizing our employees' hard work through fun, socially interactive platforms. Currently, we use Bonfyre, an online platform that allows all employees to recognize others for exemplary performance. Comments are visible to the employee's managers and others within the company.
- ▶ **Performance Management:** Using scorecards, goals, and KPIs to track employee performance at all levels.
- ▶ **Succession Planning:** Using 10 different contributor levels, and our proprietary Career Journey Blueprint, employees can recognize potential career interests, required experience, and capabilities, and to prepare for their next internal career move.

Employee Engagement

Outside of training and development, we work to retain qualified personnel through a culture of excellent employee relations. We take several steps to minimize turnover and encourage careers, including offering competitive wages based on local cost of living, operating a wellness program, and providing benefits with multi-tiered health coverage options, as well as paid time off that increases based on tenure.

Staff interaction is a key focus for MTM Transit. We celebrate holidays, new employees, and achievements, and promote community engagement to support the members we serve. Our intranet news site, which we call Core, connects employees throughout all our locations by highlighting awards, celebrations, and other events, as shown in **Figure 6**.

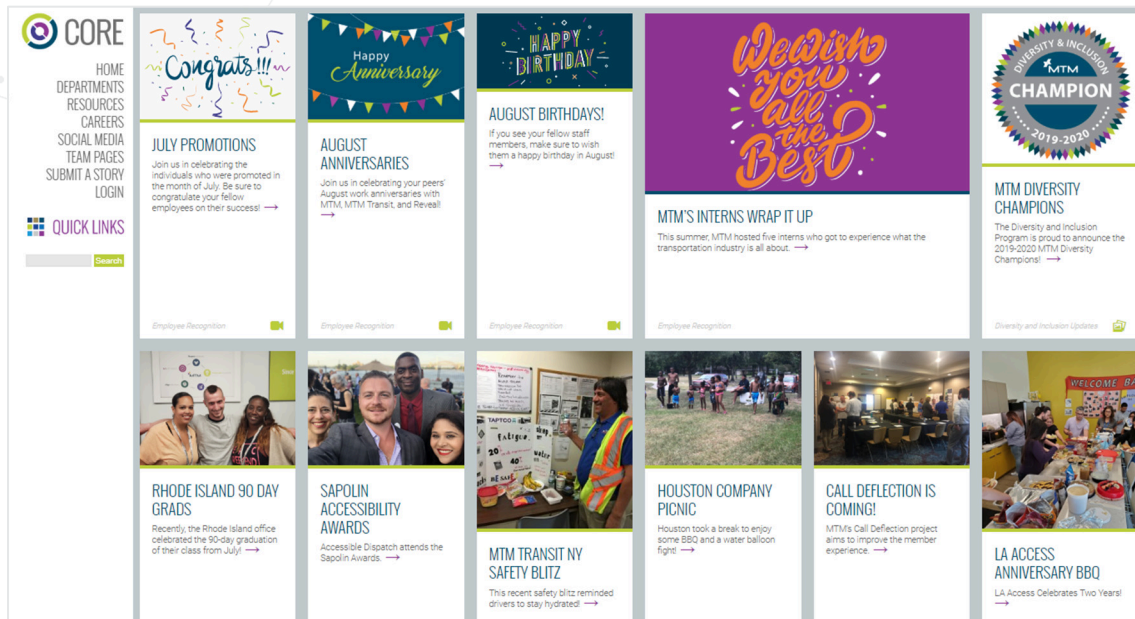


Figure 6: Core. MTM Transit's intranet news site engages employees in our unique culture.

Employee Surveys

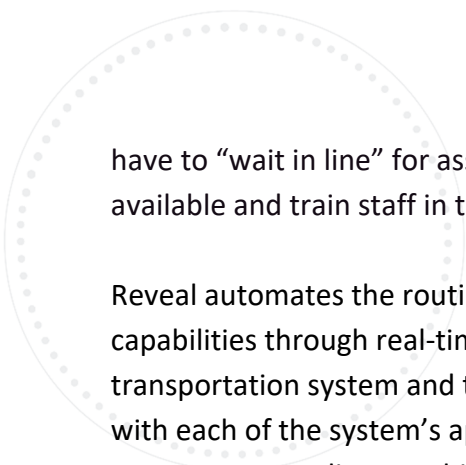
We also contract with a third-party provider called Emplify to conduct confidential employee engagement surveys across our organization each quarter. Our leaders act based on the results of each engagement driver to ensure our directives are positively impacting our teams and driving retention of quality employees.

Reveal Software

MTM Transit currently uses the Reveal software as the computer aided dispatch system for all routing, scheduling, and dispatch (RSD) functions. We implemented this software in 2018 and plan to continue using Reveal for the new contract term.



Our affiliate company, MTM, owns Reveal Management Solutions, a robust RSD solution that is an excellent fit for the City's program. Because Reveal is our internal software offering, we are positioned to provide extensive in-house support and upgrades, ensuring the City does not



have to “wait in line” for assistance. We also implement Reveal upgrades as they are made available and train staff in the use of these features.

Reveal automates the routing and scheduling process and provides optimum dispatching capabilities through real-time GPS information. Reveal streamlines every aspect of a transportation system and the GPS feature that shows a vehicle’s actual location integrates with each of the system’s applications. It also integrates with Google maps for the most accurate geo-coding capability, turn-by-turn directions, and real time traffic and road closure adjustments for extremely accurate time predictions.

By using Reveal, we have access to each aspect of transportation services data, including on-time performance per route, per day, per operator, per manifest, per location, and per area, to name a few. Reveal’s scheduling and dispatch solutions maximize productivity without compromising on-time performance. In addition, as real-time issues occur the day of service, dispatchers receive notification messages to be completely aware of any routes projected to be late, allowing dispatchers to make changes to prevent the problem, rather than making changes during or after problems occur.

Reveal integrates with the tablets we provide in Perrysburg Transit vehicles. It offers an easy-to-use app for operators that facilitates trip manifest distribution, Automatic Vehicle Locator (AVL) tracking, and short notice trip assignment. With this technology, passengers have real-time visibility into the location of vehicles for enhanced data, and MTM Transit and the City can view live and historic on-time performance and GPS data to monitor service quality and easily resolve complaints.

Reservations and Customer Service

MTM Transit understands a good transportation experience starts with a focus on customer service. Every call gives us the opportunity to make a great impression on our passengers. We train our staff to quickly answer calls and to interact with each caller with courtesy and respect.

Perrysburg Staff Feature



Shonna Doran
Dispatcher



“ I really enjoy working here because I like the communication with the residents of Perrysburg, and I really like the people I work with.”

After greeting a caller requesting a ride with Perrysburg Transit, dispatchers quickly pull up passenger information in Reveal. Reveal displays eligibility status, the addresses that the passenger frequently travels to and from, as well as information regarding how often the passenger’s trips are performed on time or late, and how often the passenger does not show up for or cancels trips. The database also alerts the dispatcher if service is suspended for any period, or if the dispatcher will need to add additional time to trips due to mobility status or addresses that are difficult to travel to.

Making Reservations in Reveal

With MTM Transit’s Reveal software, dispatchers can determine passenger eligibility for paratransit service based not only on the passenger’s eligibility determination, but also the service area as defined by the City.

Reveal facilitates fast, simple trip booking by automatically populating rider information from the database, including common locations, mobility devices, eligibility, attendant, etc. The Reveal user starts by entering the rider’s name, phone number, or ID number, selects the appropriate rider, and begins entering trip information. As shown in **Figure 7**, Reveal allows the user to enter information for the initial trip, and automatically generates trip reversals for return rides, which users modify at the same time.

The screenshot displays the 'Reservations' window with two 'New Reservation' forms. Each form includes a date selector at the top, a 'Pick Zones' dropdown, a 'Drop Zones' dropdown, and a 'Pick/Drop' address field. Below these are checkboxes for 'Auto Downfill', 'OTP Windows', and 'Sch Windows'. A table with columns 'Requested', 'Pick Window', and 'Drop Window' allows for scheduling. Red callout boxes provide annotations: one points to the day selection checkboxes ('Select the days and times the rider wants to go'), another points to the 'Will Call' checkbox ('Return can be the same or different'), and a third points to the pre-filled time slots in the scheduling table ('Windows are auto filled').

Figure 7: Reveal Trip Booking. Reveal makes the trip booking process simple and quick for users.

Reveal also automatically applies business rules, such as those determined by the City and coded into Reveal, to every trip request. Reveal alerts the user if the trip is ineligible for any reason, according to the specific business rules.

Reveal's reservation screen allows users to schedule a trip for a single day or a subscription trip for a specific date range; process both individual and standing trip orders and will calls; add multiple trip legs; set trip 30-minute windows by pick-up/drop-off time, appointment time, or both; and select pick-up/drop-off addresses from a drop-down menu of previously used addresses. Further, users can accommodate reservations, standing orders, trip reservation editing, suspended service, personal care attendants, trip cancellations, and multiple fare rules, linked to eligibility and service area. Reveal also retains frequent and recent destinations, which are present in a drop-down menu, to facilitate quick, accurate trip data entry.

Users can also pull up a calendar showing a passenger's future trips, as shown in **Figure 8**, preventing duplicate, or overlapping, trip requests.

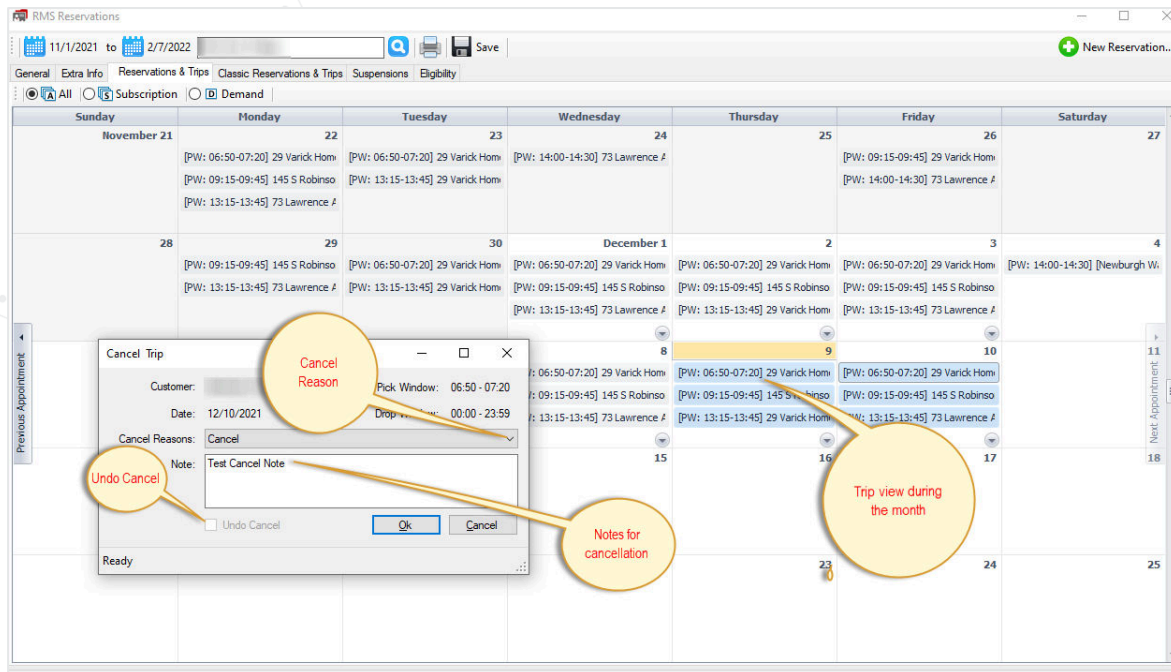


Figure 8: Reveal Calendar View. Users can quickly pull up a calendar to quickly view each passenger's trip reservations and add, cancel, or reschedule trips.

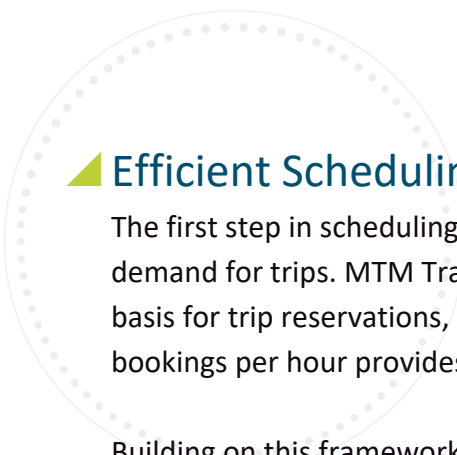
Users can also save notes in the system indicating unusual requests or communication regarding special needs. The user confirms whether the passenger's use of a mobility device has changed since their last ride and adjusts the need for an accessible vehicle as necessary. After entering a trip into the system, the office staff member reads back the trip details to the passenger, including date, time, origin, and destination, prior to ending the call.

“Drivers are extremely punctual. The service is very efficiently run - I have never had to double check my ride. There are very friendly and courteous drivers (makes for a pleasant start to my morning).”

Perrysburg Transit Passenger

Language Support

MTM Transit is committed to providing transportation access to all passengers despite any language barriers. To meet the needs of passengers who speak languages not spoken by our staff, MTM Transit uses interpretive services, which can accommodate dozens of languages. MTM Transit can initiate a three-way conversation with an interpreter without the caller needing to make an additional call.



▲ Efficient Scheduling

The first step in scheduling is the development of a framework of runs designed around the demand for trips. MTM Transit first analyzes a schedule of service parameters to be used as a basis for trip reservations, scheduling, and the development of operator shifts. A report on the bookings per hour provides the beginning information necessary to create this daily schedule.

Building on this framework, MTM Transit staff analyze all subscription trips to maximize the core efficiencies on an ongoing basis and to ensure proper capacity remains to accommodate single trip requests. During scheduling, dispatchers review all unassigned trips for the next day in Reveal and quickly see all manifest options available to them. MTM Transit trains staff to closely review the schedules daily to ensure effective routing to maximize productivity.

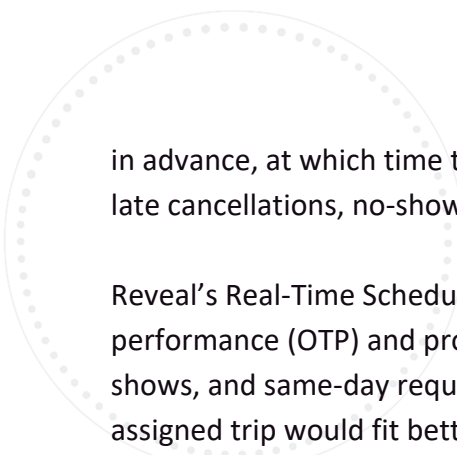
Senior Vice President of Operations Ed Overn reviews the scheduling process and works with General Manager Michelle Emge and our internal Reveal technology team to update the process quarterly, ensuring best practices from all locations are applied throughout our contracts. These quarterly reviews ensure that the system is operating as efficiently as possible, that no quality assurance procedure is being overlooked, and that the routes are optimized for service demand and weather at the beginning of each season. As changes become predictable, MTM Transit will propose new routes and route schedules.

Scheduling in Reveal

Reveal's Scheduling Workflow allows users to route trips multiple days, or even weeks, into the future if desired. Reveal schedules trips around templates of standing order trips on established routes, adding single-reservation trips as they best fit into the schedule. Reveal then performs automated scheduling in batch mode or with individual trips and repeats the workflow several times to optimize efficiency, productivity, and performance in real time and in accordance with client standards.

Our algorithm searches for opportunities to group rides and minimize miles, while still offering convenient pick-up, drop-off, and travel times for riders. Several layers of our Scheduling Workflow help maximize ride sharing, and we have effectively reduced required vehicle needs by improving trip grouping.

Dynamic scheduling within Reveal allows users to continually update schedules as cancellations and reservation updates change the manifests, ensuring we always assign trips in the most efficient manner. Reveal continues to optimize trip schedules until the trip is less than 48 hours



in advance, at which time they are “locked” except for drag-and-drop alterations as needed for late cancellations, no-shows, or breakdowns.

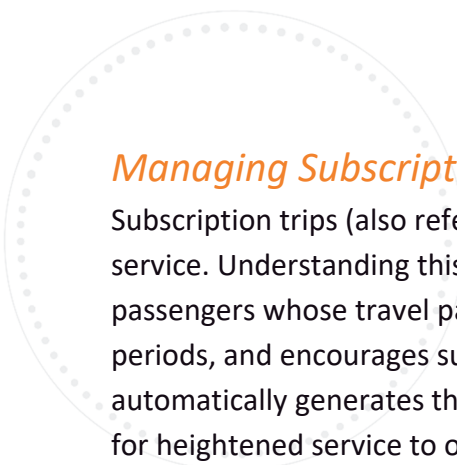
Reveal’s Real-Time Scheduling (RTS) functionality helps our team maintain optimum on-time performance (OTP) and productivity while reducing administrative time. As cancellations, no shows, and same-day requests occur throughout the day, Reveal alerts office staff whenever an assigned trip would fit better on a different manifest and offers suggestions for new placement. RTS always runs in the background of Reveal in conjunction with real-time traffic data from Google Maps and automatic vehicle location (AVL) from the Driver Application, allowing users to proactively move trips to avoid service delays or other issues. What sets Reveal’s RTS capability apart from our competitors is that it offers possible solutions to users, including where to place pick-ups and drop-offs within new routes, completely removing guesswork from the process.

Optimizing the Schedule

MTM Transit’s dispatchers produce productive, realistic schedules to accommodate passenger needs and vehicle availability, as well as to promote efficiency. To encourage multi-loading and routing opportunities, our staff develops run manifests based on pick-up and destination locations and times, and we group trips whenever possible. By appropriately identifying such opportunities, we increase service delivery efficiency, maximize productivity, and lower the overall per-trip cost. MTM Transit’s office staff identifies service delivery challenges and makes changes to the schedule as necessary. Adjustments are made to the template schedule to ensure all routes have an assigned operator and vehicle, no overlaps in operator or vehicle assignments occur, and only vehicles available for service are assigned to routes.

Dispatchers also consider input provided by operators and the City. By doing so, we guarantee the City the most productive and efficient program possible. MTM Transit’s staff will continue to identify any areas of redundancy in all services and will work transparently with the City to eliminate inefficiencies in routing and scheduling.

Manifests are provided to operator tablets through Reveal’s Driver Application, and paper copies can be printed to serve as a backup if required. As schedules change throughout the day due to no-shows, cancellations, adverse weather, etc., operators receive up-to-date manifest information through the Driver Application. Trip data such as GPS/AVL coordinates and time stamps are also captured by the tablets and transmitted back into Reveal for reconciliation and reporting.



Managing Subscription Trips

Subscription trips (also referred to as standing orders) are the backbone or “skeleton” of the service. Understanding this, MTM Transit conducts data mining of historical trip data to identify passengers whose travel patterns exhibit subscription qualities, especially during off peak periods, and encourages subscription requests when beneficial. Subscription service automatically generates the trip request, which reduces incoming requests by phone and allows for heightened service to other callers.

We also use this data to analyze situations where passengers may be better served not having subscription service due to frequent changes or cancellations, or where efficiencies may be gained by scheduling subscription trips ad hoc with daily trips to increase overall efficiency of the service. Subscriptions are reviewed and optimized based on current and accurate daily operator and office staff feedback.

Subscription trips are very easy to create and manage in Reveal. Trips can easily be temporarily suppressed for specific days or date ranges automatically without the need for deleting and recreating a subscription. Suppressed trips can be just as easily returned to normal status simply by unchecking the box next to the day or days needed.

Effective Dispatching

Dispatch is where the effort of the reservation and scheduling process changes from abstract to the real world. MTM Transit understands the “art” of dispatching; from incidents, cancellations, operator call-offs, and rider no shows, there is never a dull moment in the Dispatch room. It is up to dispatchers to manage, not just monitor, the on-time performance of routes to minimize the difference between scheduled productivity and realized productivity. The dispatchers must identify and correct possible service difficulties by proactively monitoring the performance information to gain the extra efficiency not already realized by Reveal.

Identifying and resolving late deliveries and reroutes, responding to problem situations as they occur, and communicating with operators in such a way that they can avoid delays in service is the dispatchers’ focus.

Perrysburg Staff Feature



Shelby House
Dispatcher



“ I love helping members of the community since I grew up here.”

Reveal has the necessary tools and features to facilitate dispatching and same day scheduling. Reveal's Dispatch Workflow application allows dispatchers to adjust same-day scheduling proactively to account for no-shows, will-call returns, and vehicle re-routing.

To quickly accommodate same-day trips, dispatchers can rank unassigned trips within Reveal to identify the closest vehicle(s) at any given time. Because Reveal receives up-to-the-minute AVL information on every vehicle using the Driver Application, dispatchers can easily click on the notification message, selecting the closest vehicle to accommodate the trip. Reveal then automatically sends the operator a message via the Driver Application, notifying them of the added trip. If the operator does not acknowledge the new trip(s) within a set amount of time, the dispatcher receives a notification that the operator has not acknowledged the trip, at which time they can contact the operator, or reassign the trip.

In addition to automating same-day trip placement, Reveal gives users automated projections for each vehicle's schedule based on their last pick-up or drop-off so they can stay on-top of any routes that may fall behind schedule. Reveal automatically recalculates the timeliness of routes by acquiring GPS data every 60 seconds and uses Google map data to project the timeliness of all future trips on a route. This Google data also factors in current traffic and other road delays, projecting potentially late trips far more accurately than other software solutions. Dispatchers can identify trips projected to run late or trips with passengers on board longer than FTA and City guidelines. **Figure 9** shows how Reveal indicates problem trips, which the dispatcher can move individually or in a batch mode all at once.

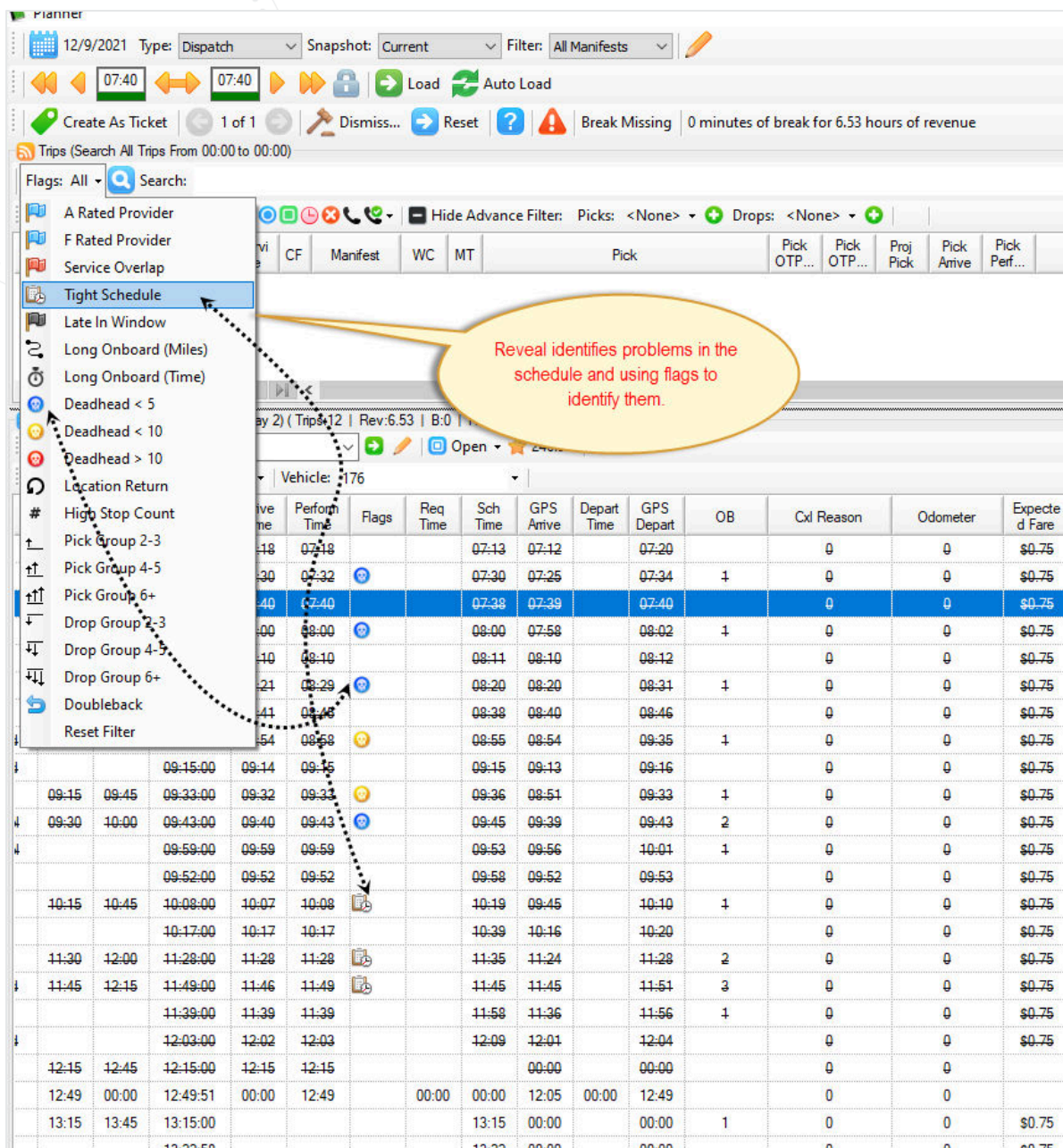
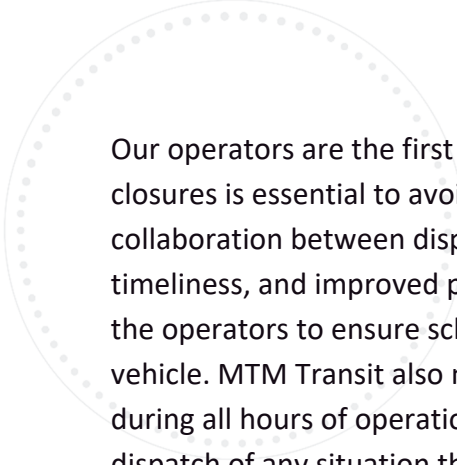


Figure 9: Reveal Problem Trips. Reveal identifies problem trips and trips projected to be late.

Ensuring Effective Communication

One of the most important roles of our dispatchers is ensuring effective coordination, communication, and interfacing with our operators. Dispatchers are expected to always know the location of each vehicle in service and maintain constant contact regarding schedules and on-time performance. Reveal's in-vehicle technology and dashboards will help our team do this in real time.



Our operators are the first line out in the field and their feedback about conditions such as road closures is essential to avoiding delays and issues. By establishing and maintaining effective collaboration between dispatchers and operators, we can ensure efficient service, trip timeliness, and improved productivity. Our dispatchers communicate on a real-time basis with the operators to ensure schedule adherence through the tablets that we will place in each vehicle. MTM Transit also maintains direct radio dispatch control over all City transit vehicles during all hours of operation using the radios we provide. Operators are required to notify dispatch of any situation that may cause a deviation from the schedule, including breaks, lunches, breakdowns, accidents, or any situation out of the ordinary.

It is also important to note that MTM Transit considers its dispatch team to be a key voice in the promotion of our overall safety program. Each dispatcher is trained in reasonable suspicion and responsible for ensuring operators are fit for duty before allowing them to enter service. The dispatchers are also trained to deliver safety messages throughout the day and to monitor adherence to the overall safety culture.

Radio Communications System

MTM Transit will provide, operate, and maintain a two-way radio communication system which will be compliant with all applicable federal statutes, regulations, and licensing conditions. We train operators to keep communication brief and maintain professional etiquette when using the radio system. In addition to the radios, text messages can be sent and received from the Reveal in-vehicle tablets.

Mobile Data Tablets and Reveal Mobile Solutions

MTM Transit will provide tablets equipped with the Reveal Mobile Solution within each new Perrysburg Transit vehicle. The tablets provide operators and dispatchers with real-time insight into vehicle usage, allowing for instant route re-optimization and nimble changes based on developments during the service day. They also allow dispatchers to view vehicle location and provide customers with an accurate ETA, and to monitor on-time performance minute-by-minute.

Through the Reveal technology in-vehicle tablets, we will provide a global positioning system (GPS) solution that offers vehicle location and tracking capabilities for all vehicles, including fixed route. The system is capable of:

- ▶ Interfacing with the Reveal system to provide real time updates to paratransit routes in no more than 30-second intervals

- ▶ Interfacing with Google mapping software to identify the exact location of the paratransit vehicles at any time
- ▶ Providing on-time performance data in real time, accessible at any time to the City
- ▶ Offering daily, weekly, monthly, and annual automated on-time performance reporting in real time

MTM Transit operators are required to log into the system as part of their pre-trip process, and the data generated from the tablets is automatically saved in Reveal and available for immediate review and reporting. Each operator knows how to enter accurate information into the system, including times and mileage. This results in seamless communication between dispatch and operators, as well as increased service and productivity levels.

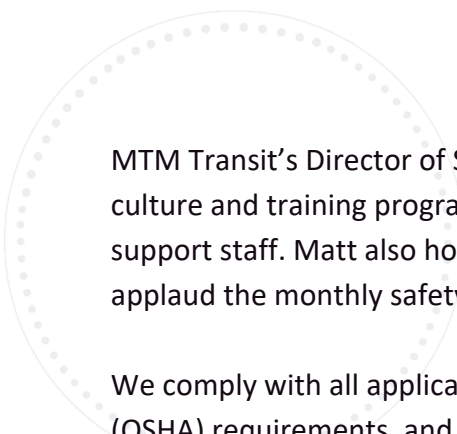
Safety Program

We understand the importance safety plays in every operation, and creating a safe, trustworthy service is one of the best ways to increase ridership and customer satisfaction. At MTM Transit, we weave safety into our culture, as well as all aspects of our daily operations. We empower our employees, regardless of whether they operate vehicles, to be proactive in ensuring we provide the safest possible service. As a result, MTM Transit:

- ▶ Has never been assessed any EPA violations
- ▶ Maintains 100% drug and alcohol program compliance
- ▶ Monitors each facility on a random basis for safety compliance
- ▶ Has maintained over five years straight with zero preventative accidents for our Perrysburg Transit operations



We keep all employees apprised of our periodic daily, weekly, monthly, and annual performance with highly visible safety boards and safety performance messages. In all meetings, we set aside time to discuss our ongoing safety and customer service performance. Our employees continually see and understand the importance of safety and excellent customer service and our vision to be the best transit provider.



MTM Transit's Director of Safety Administration Matt Weinberg is a vital part of our safety culture and training program. He reviews safety results daily, weekly, and monthly with regional support staff. Matt also holds a monthly safety call to highlight opportunities to improve and to applaud the monthly safety leaders so other locations can replicate their success.

We comply with all applicable state laws and Occupational Safety and Health Administration (OSHA) requirements, and we will provide the City with copies of safety compliance reports and/or any pull notices conducted as part of a program to monitor employee driver's license activity. MTM Transit requires all operators and supervisors to participate in our safety program.

Safety Processes and Programs

MTM Transit creates safe operations through risk control, effective training, forming Safety Committees, conducting safety blitzes, and providing safety bonuses. We understand that safety and customer service is very important to the City, and we conduct our operations with safety always in mind.

MTM Transit's safety processes and programs reduce the frequency of unsafe behaviors, occurrence of collisions, and compensable injuries. We create an awareness of safety-related issues while providing continuous education and communication through the following mechanisms:

- ▶ Posters, banners, and pennants
- ▶ Monthly operator recognition
- ▶ Safety bonuses
- ▶ Safe operator awards and incentives
- ▶ Regular audits
- ▶ Daily safety messages
- ▶ Handouts and promotional items
- ▶ Newsletters and safety radio messages
- ▶ Mandatory monthly safety meetings
- ▶ Executive visits to the field
- ▶ Quarterly response drills

Our safety program fully adheres to all federal, state, and local regulations, and all staff, including support team members, participate in the program. We also invite the City to participate in our meetings and in review of our documentation.

Safety Committee and Monthly Safety Meetings

Our General Manager Michelle Emge leads the Safety Committee and monthly meetings, and the City's staff will be included in these meetings if they wish to attend. The committee develops action plans and meets monthly to evaluate our safety program and lead safety meetings for all staff. Meetings will cover topics determined by the committee and approved by the City. During meetings, attendees discuss safety issues and recent incidents/accidents, and the committee

chooses candidates for the monthly safe driving awards. We record all the meetings, and absent employees are required to watch or listen to the recording prior to the next meeting. The Safety Committee also reviews all accidents and incidents and determines preventability.

Safety Blitzes

As part of our commitment to making safety an integral part of our everyday culture, MTM Transit conducts regular safety blitzes. We have found them to be an effective way of keeping employees engaged and making safety fun and enjoyable. Blitzes include random pull-out checks, hourly radio reminders, or stand-up meetings that enforce safety messages. During some of our past safety blitzes, we placed notes in different parts of vehicles that operators can redeem for cash or gifts when they discover them during the pre-trip inspection. We have also had “Safety SWAT Teams” where managers from different locations come to ride vehicles, talk about safety, and provide feedback.

General Manager Michelle Emge leads fun and engaging safety blitzes for her team, incorporating music and videos each month. Our employees get involved with each safety blitz and appreciate these blitzes as they provide great safety messages with fun themes that everyone enjoys. The local Perrysburg team has even won several safety blitz contests with their involvement and engaging videos they have created as a team.



Recognition Programs

MTM Transit uses Bonfyre, an online platform that allows employees to recognize colleagues and others for outstanding performance. Further, we publicly recognize staff who are delivering on our core values and providing excellent service at local safety meetings, at board meetings (as approved by our clients), and through social media.

Quarterly Safety Bonuses

As mentioned previously, MTM Transit rewards operators who complete each quarter with no absences, no substantiated complaints, and no preventable accidents with a safety bonus.

Daily Safety Messages

Each evening, MTM Transit's Director of Safety Administration Matt Weinberg emails daily safety messages to managers and dispatchers at all MTM Transit's locations. Dispatchers print these out and post them in the common areas and/or hand them out each morning before service to remind operators to focus on a specific safety concern each day. Messages address topics like making safe lane changes, bicyclists and driving, blind spots, fatigue, and proper backing techniques.



Safety Contests

MTM Transit conducts contests across our operations to further promote safety. Local safety contests have various criteria and prizes for the winners, such as televisions, restaurant cards, Visa gift cards, etc. Contests are also conducted across MTM Transit location management teams to set up safety blitzes for specific topics; winning teams receive prizes such as Amazon gift cards for the most involved, most creative, and most effective safety blitz. These contests bring awareness to staff and encourage them to focus on safety and accident avoidance. The local Perrysburg team enjoys participating in monthly safety contests, as seen in **Figure 10**.

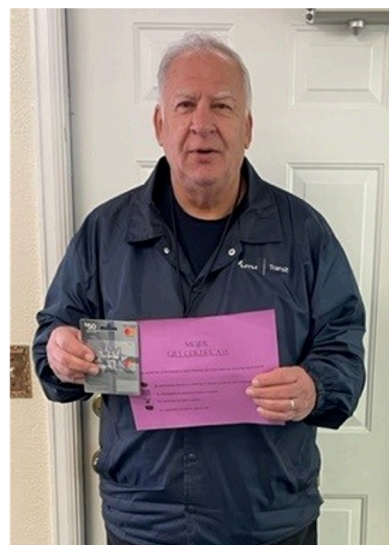
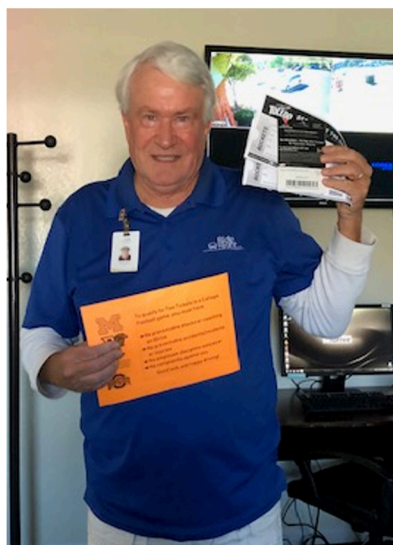


Figure 10: Perrysburg Safety Contest Winners. Three of our recent monthly safety contest winners enjoy their prizes.

Zero Accident Philosophy (ZAP)

MTM Transit chose Zero Accident Philosophy (ZAP) as our safety theme to increase employee buy-in and commitment on safety. Each MTM Transit employee signs a ZAP commitment letter, signaling their agreement to follow our safety procedures to eliminate accidents and injuries. We rolled out ZAP internally in June 2020, with a contest among our locations for the best ZAP-related safety blitz to get our employees excited and buying in.



ZAP Manager of the Month

MTM Transit recognizes our top performing managers for their commitment to safety with a monthly ZAP Manager Award.

General Manager Michelle Emge earned MTM Transit's ZAP Manager of the Month designation in January 2021, as shown in **Figure 11**. To achieve such a high level of safety performance, Michelle focuses on providing daily encouragement to her employees, reminding them that safety is truly our lifestyle. The result is a strong safety-focused team that embraces our Zero Accident Philosophy.



Figure 11: Zap Manager of the Month. Perrysburg General Manager Michelle Emge was the ZAP Manager of the Month in January 2021.

ZAP Man Visits Perrysburg Location

MTM Transit's Perrysburg team continuously maintains a culture of safety and performance, ensuring Perrysburg passengers safely get where they need to be, when they need to be there. Our local team has kept an impeccable safety record, including zero preventable accidents over the past five years. To celebrate this accomplishment, MTM Transit's Director of Safety Administration and the company's superhero mascot ZAP Man made an appearance at the Perrysburg Transit office in March 2023, as seen in **Figure 12**.



Figure 12: Zap Man Visits Perrysburg Location. ZAP Man – who promotes MTM Transit's Zero Accident Philosophy – thanked Perrysburg Transit operators for their excellent safety record and encouraged them to continue ensuring Perrysburg passengers receive the highest quality transportation services.

SMS Ambassador Program

Another program we rolled out in 2020 is our SMS (Safety Management System) Ambassador Program. Employees volunteer to serve as safety champions for our organization. Our SMS Ambassadors wear a badge on their uniforms, shown at right, which identifies them to all employees. SMS Ambassadors:

- ▶ Work with other employees to identify safety concerns, hazards, and issues
- ▶ Support newly hired employees by helping mentor them and answer questions
- ▶ Communicate safety concerns and issues to other employees and help address them at safety meetings
- ▶ Provide committee feedback at monthly safety meetings in front of their peers
- ▶ Present a program related to safety prevention at a location safety meeting



The role of SMS Ambassador is another way in which we empower our employees to take ownership of safety, and to ensure it is truly an integral part of all our everyday operations.

▲ Risk Management and Accident Prevention

Preventing accidents and managing risk is vital to ensuring operator and passenger safety. MTM Transit has procedures in place and provides training to address a wide variety of risks, such as accidents, crime/security incidents, terrorism, and inclement weather.

We believe risk management begins during the hiring process. We focus on hiring safety-minded individuals with clean driving records and a DOT-approved physical examination, and then provide extensive safety training upon hire and throughout employment. We continually monitor everyone's MVR, evaluate safe driving behaviors through road supervision and ride checks, conduct regular and unannounced drug and alcohol testing, and evaluate camera footage and performance data to validate operators' safety performance.

We also have a Five Step Accident-Avoidance System, which we post throughout our divisions, and remind our operators to follow during safety refreshers:

- ▶ Maintain a four second following distance
- ▶ Obey the speed limit
- ▶ Use TAPTCO's LLLC Defensive Driving Program: look ahead, look around, leave room, and communicate
- ▶ Check your mirrors every five to eight seconds
- ▶ If you are late, stay late

Part of our accident-avoidance strategy includes fatigue management, which is a training module in our TAPTCO training program. Fatigue management is taught from the very beginning of the course and is part of ongoing training throughout employment with MTM Transit. Furthermore, adherence to hours-of-service regulations is to be strictly taught and adhered to, to also avoid operator fatigue.

Additionally, our training on emergency response and preparedness procedures includes safety drills as well as classroom training. It includes a review of our Emergency Preparedness Plan, which describes processes for coordinating with law enforcement and other public safety agencies to manage response to an incident that occurs on a vehicle or affects operations. It also identifies a process for integrating company resources and capabilities into the community response effort to support management of a major event affecting the community. Our training on emergency response and preparedness procedures also includes a review of our PTASP,

which addresses safety policies and procedures for various elements of our operations, including employees, passengers, vehicles, facilities, equipment, and maintenance.

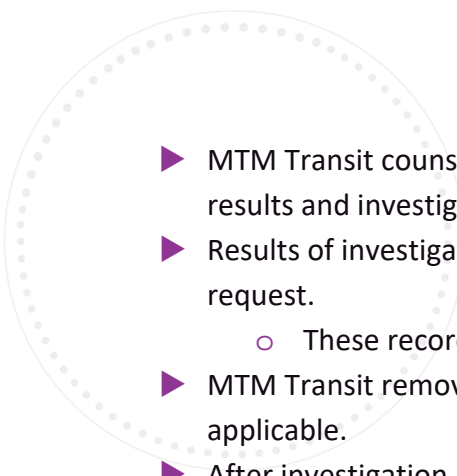
Accident/Incident Response

Accidents and incidents can be very unnerving for everyone involved. MTM Transit reports all accidents involving personal injury or property damage to the City immediately, with a written report provided by the end of the next business day.

When an accident or incident occurs, MTM Transit handles it in a professional, calm manner. Although MTM Transit's safety and NTD AFR records are historically low, we understand that accidents and incidents are a part of transportation service, and we have procedures to prevent, investigate, and rate accidents/incidents within our safety program. Our safety team uses the National Safety Council (NSC) definition of preventability, as well as NSC guidelines for accident/incident response and investigation.

In the event of an accident or incident that falls under City qualifications during contracted service hours, MTM Transit uses the following process:

- ▶ The accident/incident is reported immediately to the dispatcher, the City, and the proper responding authorities.
 - This includes accidents and incidents involving injuries.
- ▶ MTM Transit employees follow written protocol to secure the scene and interact with passengers and emergency personnel, including taking pictures, notes, and obtaining passenger courtesy cards when applicable.
- ▶ General Manager Michelle Emge responds to the accident/incident when necessary and determines the cause and extent of damage and injury.
 - Michelle reviews accompanying camera footage and completes all required paperwork.
- ▶ MTM Transit's safety personnel are notified of all details pertaining to the accident.
- ▶ Post-accident, safety-sensitive employee drug and alcohol testing is administered as appropriate.
- ▶ Michelle interviews the operator involved.
- ▶ Michelle thoroughly debriefs the operator and passengers as necessary.
- ▶ Michelle provides a written accident report to the City by the end of the next business day, including the official report and response.
- ▶ Back-up documents and photos are provided to the City as necessary.
- ▶ Drug and alcohol testing results are provided as soon as MTM Transit receives them.

- 
- ▶ MTM Transit counsels and/or retrain the operator as appropriate depending on test results and investigation findings.
 - ▶ Results of investigation findings are stored electronically and available to the City upon request.
 - These records are maintained for a minimum of five years.
 - ▶ MTM Transit removes the damaged vehicle from service and promptly repairs it, if applicable.
 - ▶ After investigation, Michelle determines the preventability of the accident.

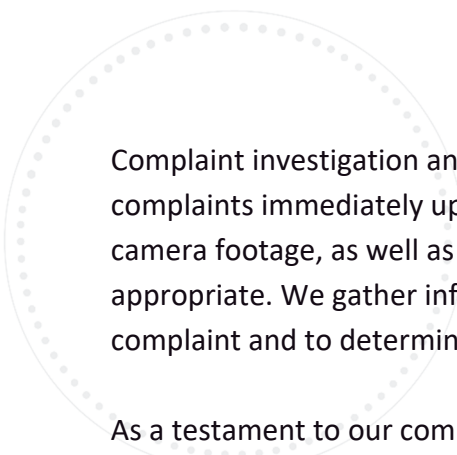
MTM Transit's executive safety team also tracks and reviews accidents in all locations. Director of Safety Administration Matt Weinberg is notified immediately when an MTM Transit location has a major accident/incident, and this information is entered into a database, which sends an automatic email alert to the executive team to review. This allows us to track accidents and compare similarities across our operations and adjust training to address common unsafe operator behavior and reduce accidents.

When an accident or incident occurs, we immediately conduct re-training for any preventable accidents. This includes incidents that occur outside of the vehicle; for example, in the event of a workers' compensation incident, we recreate the event with the employee and/or all staff to determine the root cause and provide education on how the circumstance can be prevented. We also fully utilize camera systems, which can help determine the assessment of liability, and provide insight into the cause or circumstances surrounding the incident. For Perrysburg Transit, we will be providing inertia based idrive camera systems in the new contract term.

▲ Responding to Complaints

We understand that the fair and respectful treatment of Perrysburg customers is of utmost importance to the City, and poor customer service will not be tolerated. We take all customer calls for information and complaints. Complaints are recorded, tracked, and reported to the City on a weekly basis. All customer complaints are resolved within one business day of receipt.

MTM Transit has a strong history of maintaining low passenger complaint rates and knows how to solicit appropriate feedback, track complaints and commendations, determine underlying issues, and resolve problems. We first minimize the number of passenger complaints we receive through comprehensive staff training, monitoring, and road supervision. In the event an issue does arise, we are often able to address passenger concerns within a few minutes by locating specific trip data. All comments, commendations, and complaints are typically answered within two days of receipt and recorded/logged in a permanent customer comment form.



Complaint investigation and resolution is a top priority for MTM Transit. We begin investigating complaints immediately upon receipt. Our team reviews pertinent manifest data and on-board camera footage, as well as interviews the involved operator and other staff as deemed appropriate. We gather information to determine and address the root cause(s) of the complaint and to determine appropriate action that needs to be taken to address the problem.

As a testament to our commitment to customer service, we offer safety and customer service bonuses to all operators who complete each quarter with no preventable accidents and no absences or substantiated complaints. These bonuses encourage operators to be always exceptionally aware of safe driving and quality customer service.

Complaints Investigation and Resolution Process

To provide all customers with a method by which to express dissatisfaction and report less than optimal service levels, MTM Transit has in place a fair and equitable process for handling complaints. This process allows for the receipt, documentation, and response to all identified and reported issues, and permits capture and documentation of complaints and compliments.

MTM Transit's complaints process includes the following elements:

- ▶ **Documentation.** Circumstances surrounding the basis for the complaint are documented and include date and time of the incident, all involved parties, and details regarding the perceived service failure.
- ▶ **Investigation.** Key stakeholders are contacted for information, and the customer may be contacted to elicit follow-up information.
- ▶ **Resolution.** Using the information obtained during the first two steps in the process, a determination as to appropriate resolution is made. Such resolution may include a change in process, policy, or procedure; staff education or retraining; or in extreme circumstances, disciplinary action or termination.
- ▶ **Notification.** Once a resolution determination has been made and corrective action, if necessary, established, the complainant is advised of the outcome. The complainant is provided with their appeal rights should they find the resolution to be unsatisfactory.
- ▶ **Prevention of Future Complaints.** MTM Transit strives to promote and maintain proactive interactions with the communities we serve. The investigation and resolution of complaints provides a unique opportunity for us to track and trend complaint types and frequency to address systemic or recurring issues. Lessons learned and best practices are shared enterprise wide to capitalize on the knowledge we capture.

Quality Assurance



MTM Transit has continuously maintained an **on-time performance of 99% or more since we started operating Perrysburg Transit in June 2013**, which exceeds the City's standards of 93% for ADA paratransit service and 95% for Dial-A-Ride demand response service.

MTM Transit monitors performance through on-street observations, operator evaluations, regular radio check-ins, alerts of late/missed trips, passenger surveys, and reviews of footage from the on-board camera system, idrive. General Manager Michelle Emge monitors schedule adherence, efficient run coordination, on-time performance, communication between dispatch and vehicles, customer service (including operators maintaining a professional appearance and adhering to the dress code), and safe work habits.

idrive AI Camera System

The current MTM Transit vehicles have idrive's X2 camera system in each vehicle. This on-board video monitoring system has provided enhanced features to reduce accidents, increase efficiency, and reduce unwanted behaviors; this system helped both MTM Transit and the City improve safety and customer service in the current contract term.

For the new contract term, we will be upgrading to a newer version of idrive camera; we will install the idrive AI Cam in each new hybrid vehicle. The idrive AI Cam is an inertia-based camera system that records continuously and allows us to request recordings from both inside and outside of the vehicle whenever a vehicle is operating. **Figure 13** outlines the extensive idrive AI Cam safety features:



Figure 13: idrive AI Cam Safety Features. Overview of safety features on idrive AI Cam.

Distracted and drowsy driving detection helps prevent accidents, and facial recognition automatically identifies operators for accurate data and reports. idrive AI Cam also includes accident detection, which detects potential accidents and will send an alert to our project manager and road supervisor team.

MTM Transit can use the footage to monitor both operator and passenger behavior. If an accident occurs, idrive stores video, audio, GPS coordinates, speed, and g-force values. Additionally, idrive AI Cam offers an environmental component that helps reduce idle time and fuel consumption, and improve driving behavior, which together reduce wear and tear on the fleet. The idrive AI Cam system offers the features and benefits outlined in **Figure 14**.

Features	Benefits
✓ Integrated dual camera (road & operator facing) ✓ Two additional cameras (AI-embedded) can connect to AI Cam ✓ Events stored on device ✓ IR sensor for low light operation ✓ Advanced heat dissipation technology ✓ Real-time fatigue and distraction detection ✓ AI to predict and prevent accidents in real time ✓ AI to assess risks and warn operators in real time ✓ Facial recognition for operator safety ✓ Fleet machine-learning ✓ Predictive and prescriptive analytics ✓ Automatic (OTA) updates ✓ Industry standard encryption ✓ GDPR compliant	✓ Proprietary and embedded neural network ✓ Platform as a Service – iris ✓ Real-time reports ✓ Company score ✓ Actionable intelligence ✓ Mobile app for fleet managers and operators ✓ ELD and Tachograph integration ✓ Customizable AI sets ✓ Quantifiable and measurable ROI ✓ Durable IP66 casing

Figure 14: idrive AI Cam Features and Benefits. Overview of features and benefits on idrive AI Cam.

Satisfaction Surveys

MTM Transit also uses customer satisfaction surveys to gather passenger feedback. Surveys ask about operator professionalism, knowledge, and responsiveness; concern reception and resolution; trip smoothness; and passenger satisfaction. We have received positive passenger surveys for Perrysburg Transit, and we have addressed any negative passenger comments to improve our operation.

“Drivers and staff are very friendly.”

Paula D.

Perrysburg Transit Passenger

Marketing and Community Outreach

MTM Transit worked hard to help ensure that tax levies passed in 2013 and 2018 to fund Perrysburg Transit. General Manager Michelle Emge met with and assisted the grassroots group, Perrysburg4Transit, to promote passage of the levies. MTM Transit also provided financial assistance to promote both levies, and our Marketing team created marketing materials to promote passage of the levies, including postcards, web graphics, fliers distributed in citizens' water bills, yard signs, ads, and brochures. Further, we took pictures for the City to use in promoting the levies. Locally, we also assisted in door-to-door campaigning. The property tax initiatives passed in 2013 and 2018, providing funding to operate Perrysburg Transit.



“As we had volunteers come forth to write letters, request yard signs, and walk the neighborhoods, we heard nothing but favorable comments regarding the employees at MTM Transit. Examples of some of the comments were about how safe they felt with the drivers, how courteous and helpful the drivers were to the users, and in general how positive they felt in accessing the service.”

Perrysburg4Transit Committee Members
Letter to Perrysburg Mayor, Tom Mackin

We are looking forward to working with Perrysburg4Transit again this year to promote the passage of the upcoming tax levy on the November 2023 ballot. In addition to marketing efforts to promote these levies, MTM Transit’s marketing team has created fliers, brochures, and wallet cards, as seen in **Figure 15**, to educate passengers and the community about the Perrysburg Transit service. Our marketing team will continue to work with our local Perrysburg Team and the City to develop marketing collateral as needed in the new contract term.



Figure 15: Customized Marketing Collateral. Samples of customized marketing materials for Perrysburg Transit created by the MTM Transit marketing team.

Additionally, our local team works with the community for special events, providing shuttle transportation. For example, when the second fire station opened in Perrysburg, MTM Transit operated a Perrysburg Transit event shuttle for any residents who wanted to see the new fire station during the open house weekend. We also regularly offer free shuttle rides during local events, like the July 4 fireworks display – encouraging community cohesion and positive interaction amongst Perrysburg residents.

4) Staffing

Provide a staffing summary, especially who will be responsible for running the service on a daily basis (Project Manager/Supervisor).

MTM Transit assures the City that we will continue to provide a qualified, dedicated, local team, who is fully supported by the oversight of our experienced executive staff, to effectively operate the Perrysburg Transit program. The organizational chart in **Figure 16** outlines our proposed local staff for this program and demonstrates how they fit into the overall structure of our organization.



Figure 16: Proposed Organizational Chart. MTM Transit's organizational structure provides efficient lines of report and allows for clear communication.

As shown in the organizational chart, MTM Transit's reporting structure is streamlined to facilitate quick response to issues and open lines of communication, allowing for clear, transparent communication among staff and between management levels. Our employees know that they can reach out to their direct manager, as well as our corporate leadership team, at any time.

“Jeff and Dana (operators) are very helpful to my needs.”

Angela B.

Perrysburg Transit Passenger

General Manager | Michelle Emge



We believe we have found a great fit for Perrysburg Transit in our General Manager Michelle Emge, and we are confident that she will continue to be a strong leader throughout the new contract term and maintain a positive working relationship with the City. The City can expect superior service as Michelle continues to lead this program into the future. Her resume can be found in **Appendix A**.

Michelle joined MTM Transit in June 2013 as Lead Dispatcher/Operations Manager of Perrysburg Transit, and due to her exceptional work performance, we promoted her to General Manager in June 2015. Michelle worked in the transit industry for eight years prior to joining MTM Transit, working as a dispatcher, scheduler, and customer service representative for Medcorp in Toledo, Ohio.

As General Manager at Perrysburg Transit, Michelle has improved the safety culture of the operation, resulting in zero preventable accidents for the past five years. She has also emphasized the importance of customer service, encouraging operators to always get to know their passengers and act in their best interest. This has resulted in satisfied passengers who enjoy taking trips on Perrysburg Transit. Michelle focuses on meeting passengers' needs while working collaboratively with the City to improve the program. She oversees all aspects of Perrysburg Transit, including day-to-day management of service delivery; employee hiring and training; employee discipline; accidents/incidents; compliments and complaints; record keeping and reporting; budget oversight payroll; the safety program and meetings; and coordinating with the program's maintenance provider, Steve's Family Auto, to properly maintain the fleet.



Michelle meets with City officials as requested to discuss operations, vehicle inspections and maintenance, and any issues that arise. She also submits a monthly invoice to the City that includes all required documentation and monthly operating information. Michelle is always accessible via cell phone to City staff to address operational questions and resolve issues.

Michelle has a Bachelor of Arts degree in Criminal Justice and Sociology from California State University, Fullerton. Her certifications include:

- ▶ CPR, International CPR Institute
- ▶ First Aid, International CPR Institute
- ▶ Blood Borne Pathogens, International CPR Institute
- ▶ FTA Reasonable Suspicion Supervisor Drug and Alcohol Training

Michelle has won several MTM Transit leadership awards over the years. In the third quarter of 2018, she was recognized for going above and beyond with a Spotlight Award. She won MTM Transit's Act with Integrity Aways in 2020. Additionally, MTM Transit recognizes our top performing managers for their commitment to safety with a monthly Zero Accident Philosophy (ZAP) Manager Award. Michelle earned our ZAP Manager of the Month designation in January 2021.



Michelle's leadership proves she is mission focused. Her location has an impeccable safety record – one of the best in the company; her employees are engaged and efficient in their daily responsibilities; and the vehicles used for the City are kept in maintained, clean, and kept in superb condition. Michelle possesses a can-do attitude and is always willing to assist the team, the City, and the residents of Perrysburg.

I like the team camaraderie, and we have very good working conditions.

Phil Lowry

Perrysburg Transit Operator Since 2016

Corporate Leadership Team

MTM Transit provides a level of executive support unmatched by any competitor. We recruit and hire some of the most talented individuals from the industry, as outlined below. Our corporate leadership team has implemented and managed hundreds of public transit programs for major transit agencies in the industry. Their backgrounds are relevant to this contract and include experience with paratransit, dial-a-ride, fixed route, transportation logistics and operations, quality management, and financial management. We provide resumes for these individuals in **Appendix A**.

Senior Vice President of Operations | Ed Overn



Ed joined MTM Transit in February 2019. He oversees paratransit, fixed route, and special needs transportation services in the East region, working with our clients and local management teams to increase service efficiency, ensure contractual compliance, and support ongoing growth. A veteran of the transportation industry, Ed has served in a variety of roles for over 30 years that have helped him cultivate transit expertise. Beginning as an EMS Dispatcher and Paratransit Operator in 1984, Ed quickly advanced his career into high-level management roles at major transportation providers. Previously, he served as MV's Regional Vice President, providing operational oversight and leadership to 24 fixed route, paratransit, and shuttle bus operations in the Central and Eastern United States.

Ed currently oversees the Perrysburg Transit operation. General Manager Michelle Emge reports directly to Ed, and both Michelle and Ed evaluate program effectiveness and make changes to deliver quality service. Ed supports the overall program. He will continue to be heavily involved, present, and actively engaged throughout the new contract. He will also make regular in-person visits throughout the new contract term. Ed empowers Michelle to make decisions independently in support of the Perrysburg Transit program needs, while providing operational support as necessary.

Director of Safety Administration | Matt Weinberg

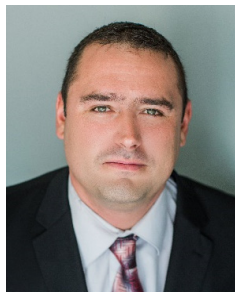


Matt is a 20-year veteran of the transit industry and is responsible for standardizing training and safety culture programs for MTM Transit staff to maintain high quality, safe transportation nationwide. Matt is a Certified Safety and Health Manager (CSHM) who brings a wealth of knowledge and transit safety expertise to MTM Transit. Most recently, he served as National Safety Director for one of the largest transit companies in the

nation, overseeing company-wide regulatory compliance, training, and safety processes and procedures. Matt also has experience working hands-on in the field as a Route Manager and an Assistant General Manager, as well as the Area Director of Safety at National Express LLC. Throughout his career, Matt has implemented numerous training programs and led operations to reduce accident and injury rates.

Matt oversees our award-winning safety and training programs, which are aimed at ensuring high quality, safe transportation for passengers nationwide. He also oversees, updates, and enforces our Safety Management System (SMS), System Safety Program Plan (SSPP), Public Transportation Agency Safety Plan (PTASP), Emergency Preparedness Plan, and Drug and Alcohol Policies across our book of business. Matt also directs and conducts company-wide operational safety audits, and facilitates creative safety initiatives like regular safety blitzes, as well as our exclusive Master Operator and Zero Accident Philosophy (ZAP) programs. Additionally, Matt coordinates with our corporate team, and our local management teams to meet MTM Transit safety goals, training objectives, and to maintain compliance with local, state, and federal regulations. His broad experience brings a focus on safety and creative incentives to Perrysburg Transit program and the Perrysburg community.

Director of Transit Technology | Pat Lopez



Pat has more than 20 years of experience in management and team leadership in information systems and service delivery, providing strategic planning, architecture, security, infrastructure, and technology solutions. He joined MTM Transit in October 2021 and currently leads MTM Transit's efforts to continuously optimize delivery of services using technology. Prior to joining MTM Transit, Pat spent over 18 years developing, implementing, and supporting Intelligent Transportation Solutions in various roles of increased responsibility. Pat is an Information Technology Infrastructure Library (ITIL) Foundations practitioner and is a Microsoft Certified Systems Engineer. Pat manages ongoing maintenance, support, upgrades, new development, and deployment of transit technology for MTM Transit.

Pat provides needed support to our local team and the City as it relates to the transit technology used to operate the Perrysburg Transit contract, including Reveal. Pat will ensure all transit technology is implemented properly, meets the needs of the City, and stays updated throughout the new contract term. He will also make sure our local team stays up to date on necessary training for our transit technology solutions.

Regional Director of Maintenance | Carl Foote



Carl joined MTM Transit in March 2022 and oversees all maintenance functions for our operations in the eastern portion of the country, working with our general managers and local maintenance teams to ensure safe, timely, and high-quality performance of preventative fleet maintenance, repairs, and bodywork. Carl is a seasoned maintenance professional, having spent the past 30 years serving in roles such as Mechanic, Maintenance Manager, and Regional Director of Fleet and Facility Maintenance for large transit companies. The last 15 of those years have been spent in high level leadership positions. Most recently as Regional Director of Fleet and Facility Maintenance, he supported program implementations of up to 1,000 vehicles and oversaw maintenance audits and inspections, ensuring compliance with preventative maintenance standards. Carl is an ASE Certified Master Auto Technician and is a member of the International Automotive Technician Network. With his expertise and guidance, MTM Transit continues to refine our fleet management and maintenance processes, including our green vehicle initiatives. Additionally, with his vast experience and background in maintenance and leadership, Carl offers a hands-on supervisory approach that benefits our maintenance teams, clients, and passengers across the country.

Carl works with General Manager Michelle Emge to schedule and manage safe, timely, high quality preventative maintenance and repair for Perrysburg Transit's fleet. He provides oversight and quality assurance for all aspects of the maintenance program. Further, Carl has extensive experience overseeing maintenance on the types of vans that we provide for Perrysburg Transit.

Chief Operating Officer | Brian Balogh



Brian leads all MTM Transit operations to achieve contract compliance and efficient quality service. Brian joined MTM Transit in December 2015 and has 28 years of transportation management experience. He brings a wealth of expertise to MTM Transit and focuses on appropriate fiscal management, data retention, transparency with clients, and customer service. He assesses customer satisfaction and implements plans to improve operations, reevaluating as necessary. Brian is also responsible for maintaining budget compliance and developing plans to exceed financial goals. Prior to joining MTM Transit, Brian spent nine years as Senior Regional Vice President for MV Transportation where he oversaw 20 divisions and over 24 contracts across five Midwest states, managing more than 1,500 employees, and overseeing the maintenance of 650 fleet buses. Prior to that role, Brian spent 15 years with Greyhound Lines where he served as the District Manager of Field Operations. In this role, he oversaw nine terminal facilities, 110 commission agencies, 350 operators, and 225 employees in a 14-state area.

Brian will continue to support Senior Vice President of Operations Ed Overn and General Manager Michelle Emge, assisting as needed throughout the new contract term. He collaborates Ed to ensure MTM Transit's performance for the City aligns with all operational and financial contract requirements. Brian also regularly monitors the City's contract reporting to ensure contract compliance and quality.

President and CEO / Alaina Maciá



Alaina oversees all operations at MTM Transit and is President and CEO of MTM Transit and affiliate MTM. She serves as the executive liaison for contractual and operational matters, and under her leadership, MTM Transit meets and exceeds contract deliverables within the required timeframes.

Alaina has been in a senior management role within the transportation industry since 2003, giving her nearly 18 years of experience as an executive. She was the driving force and the visionary behind the creation of MTM

Transit in 2009, and her priority is to drive the company to be the leader in high quality transportation. Alaina's vision and passion for ensuring all community services are accessible without barriers, including healthcare, job access, and social services for all persons, including those in need, is what continues to drive MTM Transit forward. She is leading the transportation industry to be focused on a sustainable future with a reduction in climate impact.

As a testament to Alaina's effective leadership, she has received many honors including being named one of 2012's Most Influential Businesswomen by the St. Louis Business Journal and being named in the publication's 30 Under 30 class in 2004, 40 Under 40 class in 2011, and 40 Under 40 Hall of Fame in 2020. In 2014, Mass Transit named Alaina to its 40 Under 40 list, and Ernst & Young named her Entrepreneur of the Year in the Midwest Region's Healthcare Services category. In 2018, the St. Louis Business Journal named her on the list of the area's Technology Executives of the Year, and in 2020, she received the St. Louis Business Journal's newest honor, the Business Journal Hall of Fame. Only ten individuals received this honor out of 1,600.

Alaina is highly committed to MTM Transit's partnership with the City and works closely with the local team to achieve the City's service delivery goals. Alaina is keenly aware that good structure and process delivers reliable and efficient services to all stakeholders, and she promotes this key tenet throughout MTM Transit.

5) Training

Describe in detail your driver-training program. This must include a specific and detailed description of what the program consists of and especially the details of any classroom or non-driving instruction.



The cornerstone of any successful transportation program is a stable team of trained, experienced staff. MTM Transit devotes a great deal of time and effort to our training program to provide the skills necessary to perform jobs efficiently and effectively. Our proven curriculum familiarizes

all MTM Transit staff with the duties of their position, as well as the policies and procedures for the clients they serve. Each member of the staff serving the City is well-versed in City policies and procedures.

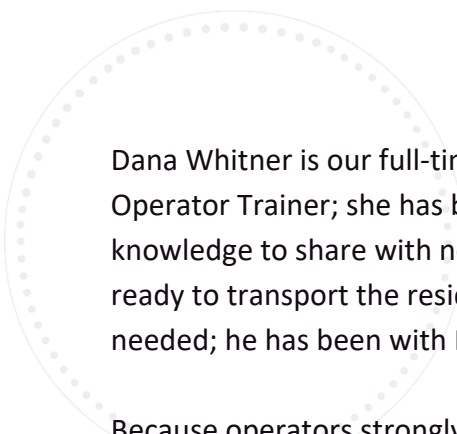
We also cross-train to add a layer of redundancy to each position and enhance each employee's knowledge of and dedication to the program. MTM Transit has developed and implemented formal training and retraining programs, in accordance with all applicable regulations, laws, and ordinances, for all our operators, managers, and dispatchers. We utilize these programs for all our operations, including the Perrysburg Transit program.

As part of the training program, MTM Transit distributes an Operator Manual and Employee Safety and Training Manual to all employees. These manuals address operator rules; accident/incident procedures; communications policies; inclement weather policies; vehicle inspection, care and maintenance policies and procedures; reporting procedures; and pertinent forms.

Operator Training

Operator training is essential for the proper operation of the Perrysburg Transit program, and MTM Transit takes pride in our proven ability to attract and retain the most qualified operators and ensure their appropriate training. Our extensive experience in the transportation industry has taught us that a thorough and appropriate training curriculum is vital to the successful operation of a program.





Dana Whitner is our full-time Operator, Safety Management System (SMS) Ambassador, and Operator Trainer; she has been with Perrysburg Transit since October 2014 and has a wealth of knowledge to share with new operators. Dana ensures all operators are properly trained and ready to transport the residents of Perrysburg. Jeff Debo also assists with Operator Training as needed; he has been with Perrysburg Transit since October 2017.

Because operators strongly influence both productivity and customer service, their feedback and input are highly regarded. MTM Transit trains each operator in the basics of driving, securement, and customer service, as well as reporting inefficient routing and identifying potential conflicts. Our operators are trained on how to operate all types of buses, wheelchair lifts, securement systems, and other equipment used to provide service for the Perrysburg Transit program.

Our operator training emphasizes safety and customer service; accident/incident prevention; and vehicle care. MTM Transit has developed formal training and retraining programs for operators. Our operator training curriculum features:

- ▶ MTM Transit classroom manual
- ▶ Participant guides
- ▶ Facilitator guides
- ▶ Written tests
- ▶ In person, one-on-one, and group trainings
- ▶ Skills assessments

MTM Transit uses TAPTCO's defensive driving curriculum for operators. This curriculum is enhanced with MTM Transit elements, as well as materials from the National Safety Council, and exceeds the content of many individual programs. TAPTCO is an award-winning operator training program focused on changing behavior to avoid accidents, deliver professionalism, provide better performance, and keep operators and passengers safe. Our training focuses on superior customer service with an emphasis on empathy and the special needs of our passengers.

Our standard training program is a minimum of 96 dedicated training hours for paratransit and demand response operators. A high-level overview of our paratransit and demand response operator training program is outlined in **Figure 17**, along with the hours assigned to each topic. This outline consists of our basic training procedures and hours, but we can add additional hours and training topics to meet the City's requirements for training standards, as needed.

Paratransit and Demand Response Operator Training

Classroom Training Topics	Hours
Welcome to MTM Transit and Paperwork	1.00
Meet the General Manager and Local Staff (with Facility Tour)	0.50
Introduction to Professional Driving	0.50
Federal Laws and Regulations	0.50
Hazard Identification, Mitigation, and Communication	0.50
Bloodborne Pathogens	1.00
Fatigue Management	0.50
Wellness	0.50
Safety Best Practices	1.00
Introduction to the Vehicle	3.00
Introduction to Pre-Trip and Post Trip Inspections	0.50
Pre-Trip Inspections	1.00
Pre-Trip Inspections (Engine and Drivetrain)	0.50
Post-Trip Inspections	0.50
Pre-Trip and Post-Trip Inspections (Revisited)	1.00
Mirror Adjustments and Reference Points	0.50
LLC Defensive Driving (Smith System Program)	1.00
Preventing Distractions	1.00
Following Distance	0.50
Vehicle Emergencies	2.00
Sexual Harassment – Respectful Workplace	0.50
Accident Procedures	1.00
Intersections	0.50
Railroad Crossings	0.50
Local Service Requirements and Fares	1.50
Empathy and Customer Service	0.50
Pedestrian and Bicycle Awareness	1.00
Preventing Backing Accidents	1.00
Merging, Changing Lanes, and Passing	0.50
Special Driving Conditions	0.50
Introduction to Customer Service	1.00
ADA Compliance and Sensitivity	2.00
ADA Compliance and Service Animals	1.00

Paratransit and Demand Response Operator Training

Lifts, Ramps, and Securement	3.00
Map Reading	1.00
Conflict and Aggression Management	1.00
MTM Transit's Accident and Emergency Procedures	1.00
National Transit Institute – Warning Signs and The Mark	1.00
Contract Specific Requirements	1.00
Classroom Review	0.50
Classroom Final Written Exam	0.50
Pre-Driving Skills, Observation, and Behind-the-Wheel (BTW) Training	Hours
Pre-Trip and Post-Trip Inspections	0.50
Mirror Adjustments and Reference Points	1.00
Closed Skills Course Introduction	0.50
Closed Skills Course	8.00
On-the-Road Safe Driving Skills	13.50
On-the-Road Defensive Driving Instruction	4.00
On-the-Road Safe Driving Skills with Defensive Driving Instruction	6.00
Lifts, Ramps, and Securement (with Student Passengers)	3.00
On-the-Road Safe Driving Skills and Route Training	6.00
On-the-Road Safe Driving Skills – Simulated Service	14.50
On-the-Road Final Assessment	1.00
Graduation from Training	0.50
Classroom Total	37.50
Pre-Driving Skills, Observation, and Behind-the-Wheel (BTW) Total	58.50
Total Paratransit and Demand Response Operator Training Hours	96.00

Figure 17: Paratransit and Demand Response Operator Training Outline. A high-level overview of MTM Transit's paratransit and demand response operator training. The above training exceeds all state standards and contains all required courses.

Part of our operator training for new hires is familiarization with the street names and grid of Perrysburg. We also use the street test provided by the City, which is also used for new law enforcement and emergency response personnel. As needed, the City assists MTM Transit in administering this test to all perspective operators for this service. Operators must score at a level satisfactory to the City.

MTM Transit retains completed training records in each employee's file. We follow all federal and state standards governing our operators and will provide training records to the City upon request. Further, we maintain a file on each operator that includes copies of annual motor vehicle records; records of complaints, commendations, and accident reports; and documentation of training completed. We maintain a separate and confidential physical and drug screen file if required, which is available for annual inspection.

Wheelchair Lift and Securement Training

MTM Transit operators receive two hours of initial training in wheelchair securement and loading procedures, and they receive refresher training in wheelchair securement as part of their ongoing training. Properly maneuvering and handling wheelchairs is also included as part of our sensitivity training. Our road observation procedures include verifying that our operators are properly securing all mobility devices.



Medical Emergencies Training

To ensure our operators are well versed in handling medical emergencies, we include training in the Passenger Assistance Safety and Sensitivity (PASS) program to cover medical emergencies and to help with the understanding of warning signs of medical emergencies in passengers. In the PASS training, our operators will go through the steps of reporting and assisting with different types of medical emergencies. Seconds save lives, so we teach our operators in our Medical Emergencies PASS class to learn to recognize some key indicators of life-threatening emergencies.

We cover the following passenger warning signs, which include:

- ▶ Chest pains lasting two or more minutes
- ▶ Uncontrolled bleeding
- ▶ Sudden or severe pain
- ▶ Coughing or vomiting blood
- ▶ Sudden dizziness, weakness, or change in vision
- ▶ Difficulty breathing, or shortness of breath
- ▶ Change in mental status (e.g., confusion, difficulty arousing)
- ▶ Severe or persistent vomiting or diarrhea

The lifeline to any passenger medical issue is to be able to call for medical help immediately and relay these symptoms to emergency responders. This all starts with good quality training, which MTM Transit provides to our operators in the emergency medical procedures training.

PASS Train-the-Trainer

MTM Transit proudly provides the Passenger Assistance Safety and Sensitivity (PASS) Trainer Certification program and ensures operators have current expertise in passenger assistance techniques and sensitivity skills appropriate for serving persons with disabilities. The PASS program is designed as a two-day Train-the-Trainer workshop to certify trainers who can then train operators. Some of the advantages of offering the PASS certification program are the ability to reduce organizational liability; comprehensive, up-to-date training on the assistance operators should be providing to passengers with special needs; intensive emergency training; and updates for all participants on relevant regulatory changes. The Trainer certification is valid for three years and participants can renew online, or by attending a PASS workshop. The course outline for the two-day trainer certification is provided in **Figure 18**.



PASS Train-the-Trainer Certification Program

Day 1	▶ Introduction	▶ Communication
	▶ Distracted Driving	▶ People First Language
	▶ Operator Fatigue	▶ Disability Awareness
	▶ Epilepsy or Seizure Disorders	▶ Diabetes
	▶ Americans with Disabilities Act	▶ Assisting Passengers with Service Animals
	▶ You as a Professional	▶ Transit Employee Occupational Safety and Health
	▶ Professional Driving	
	▶ Customer Service	
	▶ Stress	
Day 2	▶ Bloodborne Pathogens	▶ Wheelchair Securement
	▶ Kidney Dialysis	▶ Securing the Wheelchair Occupant
	▶ Mobility Equipment and Features	▶ Transporting an Aging Society
	▶ Lift Operation	▶ Sexual Harassment
	▶ Evacuation	▶ Accidents and Emergencies
	▶ Fire Extinguishers	▶ Medical Emergencies

Figure 18: PASS Train-the Trainer Course Outline. A high-level overview of MTM Transit’s PASS certification program.

The PASS training course for all new operators and existing incumbent operators is eight hours and is part of our new-hire training program.

Ongoing Operator Training

Ongoing training is an important component of MTM Transit's operator education program and training process. We provide ongoing training at monthly safety meetings, with annual hours of ongoing training totaling 12 hours per year. In addition, we will provide an eight-hour advanced training course once per year for all operators. This retraining will include all aspects of the original training. The ongoing training reviews topics covered during initial training, including defensive driving; passenger assistance; operational issues; and selected safety matters such as customer service tips, railroad crossing safety, and wheelchair securement.

In addition, we reevaluate operators once a year in accordance with their date of hire to ensure safe driving habits and proper licensure and credentials. If license or credentials are close to expiration, we require operators to renew. If an operator is involved in a preventable accident, they are required to complete eight hours of evaluation and retraining before allowed back into service.



Unmatched in the industry, all MTM Transit operators must successfully complete **annual recertification**, which includes LLLC defensive driving, wheelchair securement, and customer service training.

The annual recertification training is a minimum of four hours additional training annually. Every three years we recertify our operators with the PASS training program, which is eight hours.

“Drivers are always kind and helpful.”

Breck D.

Perrysburg Transit Passenger

Operator Evaluations

MTM Transit evaluates each operator at least once a year, in accordance with their date of hire, to ensure safe driving habits and proper licensure and credentials. At this time, licenses are verified to check that they are not close to expiring; if they are close to expiration, measures are taken to renew the certificates. The evaluation includes the following areas:

- ▶ Pre-trip inspections
- ▶ Brake use
- ▶ Defensive driving techniques
- ▶ Following distance and space cushion driving
- ▶ Acceleration, braking, and stopping distances
- ▶ Lane use, lane change, and passing
- ▶ Left and right turns
- ▶ Does the operator slow to five miles per hour during turns?
- ▶ Intersections
- ▶ Does the operator know the four rules of intersections?
- ▶ Does the operator cover the brake?
- ▶ Does the operator “rock and roll” before making turns?
- ▶ Backing – Does the operator back the vehicle properly?
- ▶ Railroad crossing – Is the proper procedure followed?
- ▶ Hand position – Does the operator use proper hand position?
- ▶ Boarding and discharge – Does the operator position the vehicle safely?

Our local management team also periodically conducts unannounced spot checks of vehicle cleanliness to verify operators maintain clean vehicles that reflect positively on the City and MTM Transit. As an added component of operator evaluations, MTM Transit reviews footage from the on-board cameras to coach, discipline, and praise operators as appropriate.

Management Training

A highly competent manager is skilled at both staff management and business operations. We provide our management staff with various training opportunities, including:

- ▶ A Supervisor Training Guide for new managers serves as a reference
- ▶ Web-based online video training through the MTM Transit Training Center provides over 600 resources including leadership, management/supervision, coaching and counseling employees, team building, ethics, harassment, and various other human resources topics
- ▶ In-depth orientation and ongoing one-on-one coaching and mentoring by the individual’s immediate supervisor/manager

- ▶ Minimum of two hours Reasonable Suspicion Training
- ▶ Two hours of Sexual Harassment Prevention Training every two years

Additionally, local MTM Transit managers are required to complete our Leadership Education and Development (LEAD) training. The LEAD program places a focus on what matters most – our passengers. Through a three-part series, LEAD training gives our leaders the tools and competencies needed to manage a team by developing business, personal leadership, and transformational leadership skills while focusing on our core values and safety. When all three LEAD sessions are completed, the participant has a greater understanding of management basics, human resources processes and procedures, effective team building, budgets, operating systems, professionalism and communication, diversity/cultural competency, and leading a safety culture. LEAD training also emphasizes MTM Transit’s core values: deliver value, act with integrity, respect individuals, align with clients, and collaborate to innovate.

Dispatcher Training

MTM Transit’s dispatchers complete 40 hours of the classroom instruction portion of operator training and at least 40 hours of training on relative topics to their positions, such as those included in **Figure 19**.

Training Topic	Focus Points	
Client Emergencies	▶ Passenger Illness ▶ Violent Passenger ▶ Disruptive Passenger	▶ Injured Passenger ▶ When to Call the Police ▶ Emergency Response Procedures
AVL	▶ Locating Vehicles ▶ Reviewing Operator Routes ▶ Locating Passenger Drop-Off	▶ Locating Passenger Pick-up ▶ Using AVL for Corrective Action
Reservations	▶ Interacting With Callers with Speed, Courtesy, and Respect ▶ Phone Operations	▶ Customer Service ▶ Minimizing Talk Times ▶ Reveal RSD Software
Dispatching	▶ Voice Dispatching ▶ Effective Routing ▶ Decision Making	▶ No Show Procedures ▶ No Pay Procedures ▶ Reveal RSD Software
Scheduling	▶ Effective and Efficient Run Building ▶ Reveal RSD Software	▶ Identifying and Correcting Scheduling Errors ▶ Effective Routing

Training Topic	Focus Points	
Cancelling and Creating Trips	▶ Scheduling Trips ▶ Grouping Trips	▶ Moving Trips ▶ Accurate Reveal RSD Software Trip Booking
Communicating with Operators	▶ Using the Tablet ▶ Radio Etiquette	▶ Radio Procedures ▶ Vehicle Familiarization
Passenger Interaction	▶ Passenger Relations ▶ Disability Awareness ▶ Calming Irate Passengers	▶ Sensitivity Training ▶ Customer Service ▶ Trip booking scripts
Accident Procedures	▶ Notifying the City	▶ DOT Post Accident Drug and Alcohol Test
Reporting and Record Keeping	▶ Record Processing ▶ Maintaining Accurate Records of Daily Trip Activity	▶ Reconciliation and Auditing ▶ Reveal RSD Software Confidentiality and HIPAA

Figure 19: Dispatcher Training. A high-level overview of MTM Transit's training for Dispatchers.

Part of MTM Transit's training for dispatchers, as indicated above, includes sensitivity training and how to calm irate passengers to de-escalate a situation. We believe in equipping our staff to expertly handle any situation that may arise, allowing them to always provide the best customer service possible.

Americans with Disabilities Act (ADA) Training

MTM Transit ensures compliance with all ADA requirements in operating the City's services, including:

- ▶ The use of mobility devices to board passengers
- ▶ Properly boarding passengers who are required to stand on the wheelchair lift platform to be lifted into the bus
- ▶ Properly securing wheelchair passengers in the wheelchair tie-down positions
- ▶ Making the required announcements of stops

MTM Transit has in-depth knowledge of ADA laws and regulations. As a responsible transportation provider, MTM Transit proactively monitors the Perrysburg Transit program compliance with ADA standards to ensure superior customer service. Further, MTM Transit is a member of the American Public Transportation Association (APTA) and various state and international organizations to stay abreast of changes within the transportation industry. Our executive legal counsel reviews ADA requirements on a regular basis, allowing us to be aware of and understand any modifications as they occur. We provide ADA Compliance Training to all MTM Transit team members serving the Perrysburg Transit.

Perrysburg Staff Feature



Dave Warga
Transit Operator

“Perrysburg Transit provides a great service for folks to be able to continue to get out and get around. In some cases, it’s their only way to get to shopping and doctor’s appointments. I’m really proud to be associated with an organization that provides such a great service.”

Customer Service Training

Our passengers are always at the core of our operations, which is why we take great care in recruiting and retaining the right people. We have found that it is relatively simple to train an employee on the requirements of his or her job, but not to train them to be a good person. MTM Transit understands that many of the passengers we serve represent vulnerable populations, such as the elderly or those with varying abilities.

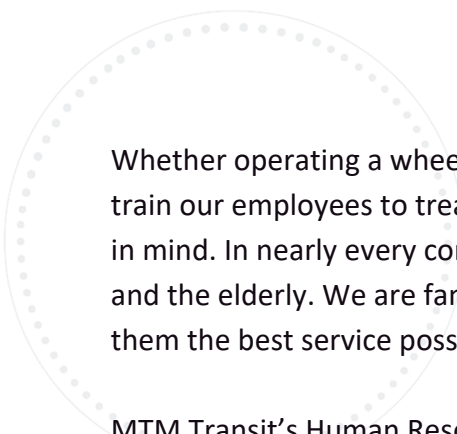
“I love the stories from the older riders about the days gone by.”

Jeff Debo

Perrysburg Transit Operator Since 2017

As part of our initial training program, all staff must complete training on customer service. This includes how to treat passengers with courtesy and respect, and for operators, how to appropriately assist passengers with disabilities or special needs as the situation may warrant. We also provide training on how to calm an irate passenger, which enables our staff to de-escalate situations in a courteous, professional manner. Staff who interact with passengers on the phone, including dispatchers, receive training on interacting with callers with speed, courtesy, and respect, while minimizing talk times.

We also train staff on the specific requirements of our contracts and will modify our training as needed for the City. MTM Transit’s local team is well-versed in the Perrysburg Transit program and can answer questions from the public.



Whether operating a wheelchair lift or communicating with a person with cerebral palsy, we train our employees to treat passengers with the utmost respect and have their best interests in mind. In nearly every contract we operate, we provide services to individuals with disabilities and the elderly. We are familiar with working with these populations, and we strive to give them the best service possible.

MTM Transit's Human Resources department has a series of online video courses to augment on-site training. These courses, which all new employees are required to complete, address sensitivity issues, particularly relating to individuals with disabilities. They include courses on the following subjects:

- ▶ Compliance is Just the Beginning: Three Steps to Ethical Decisions
- ▶ Removing Barriers to Healthcare
- ▶ Sensitivity Training: People with Disabilities
- ▶ M.E.E.T. on Common Ground: Speaking Up for Respect in the Workplace
- ▶ Sensitivity Training for Teamwork
- ▶ Effective Communications
- ▶ Diversity and Inclusion

Further, we solicit information from the passengers and communities we serve about specific topics that should be addressed in our sensitivity training through passenger surveys. Included in MTM Transit's education and training requirements for all staff is a focus on etiquette—how to treat and interact with passengers, inclusive of sensitivity to their needs and medical conditions, confidentiality of information, and overall basic politeness. Sensitivity training stresses appropriate interaction with people with disabilities, people of all sexual orientations, cultural and racial minorities, and the elderly. We recognize the critical importance of this behavior, and we investigate any reported deviance from this understood and expected conduct. We then follow up with appropriate disciplinary action.

“All drivers are very kind and help us with our groceries.”

Ruth G.

Perrysburg Transit Passenger

Sensitivity Training

To ensure our employees truly understand the challenges facing populations with disabilities or special needs as they navigate public transportation, we have created a sensitivity training program that includes both classroom and hands-on training. Further, MTM Transit adheres to the U.S. Department of Health and Human Services Office of Minority Health CLAS standards and uses interpretation services and TTD/TTY to accommodate all passengers.



Operators learn about empathy and customer service through a training program provided by the Easter Seals. We also include several hours of training on the ADA, and operators complete an exercise in which they walk blindfolded and ride a bus while blindfolded and secured in a wheelchair to get a better understanding of the challenges facing some passengers.

Our dispatchers undergo the same classroom training as operators. We modify our training program as needed to meet the City's specific requirements.

Perrysburg Staff Feature



Ron Roman
Transit Operator



"I find that driving is rewarding in the fact that you can help other people who need extra help. Every morning I wake up looking forward to coming to work."



De-Escalation Training

We fully understand the scope of services and the customers we serve. To improve ridership numbers and the overall customer experience, it is important that our team members, especially operators and customer service staff, are trained to de-escalate certain situations and know how to best handle intense or stressful situations. The safe transportation of customers is paramount, and we acknowledge the role our front-line employees play in achieving this.

Accordingly, we provide all operators and customer service staff with initial and annual de-escalation training covering how to respond to passengers who become agitated and disruptive during transport, tactics for keeping customers calm, and how to best ensure customers are properly seated and secured during transport. Operators and customer service staff learn several de-escalation techniques to help them manage possible scenarios in the safest, most sensitive manner possible.

▲ Cross Training Efforts

The culture at MTM Transit is one of teamwork in every department; we are a group of professionals who understand the bigger picture when serving passengers and clients. MTM Transit's cross training program increases team members' understanding of each person's role in providing great service.

For example, our operators spend time as dispatchers for a day, and our dispatchers accompany operators on their routes. By spending time in each other's work environments, team members gain a greater appreciation for their coworkers and the jobs they perform. This has resulted in improved morale, more efficient collaboration between employees, and improved customer service.

▲ Ongoing Training

While MTM Transit firmly believes our initial training curriculum provides adequate knowledge to our employees, we do not stop there. Throughout employment, our staff receives continual training, including annual performance reviews and access to our online learning resource, Knowledge College.

Knowledge College

The Knowledge College system, as shown below in **Figure 20**, contains hundreds of online training sessions that are accessible 24 hours a day, seven days a week, for staff to develop their job skills and earn certifications. These courses cover a variety of subjects to meet the training needs of our employees, from job-specific technical courses to topics such as Excel, Word, Communication, Time Management, Organizational Skills, Leadership Essentials, and Sales. These courses are used to enhance job training and performance and as part of employees' personal and career development plans.

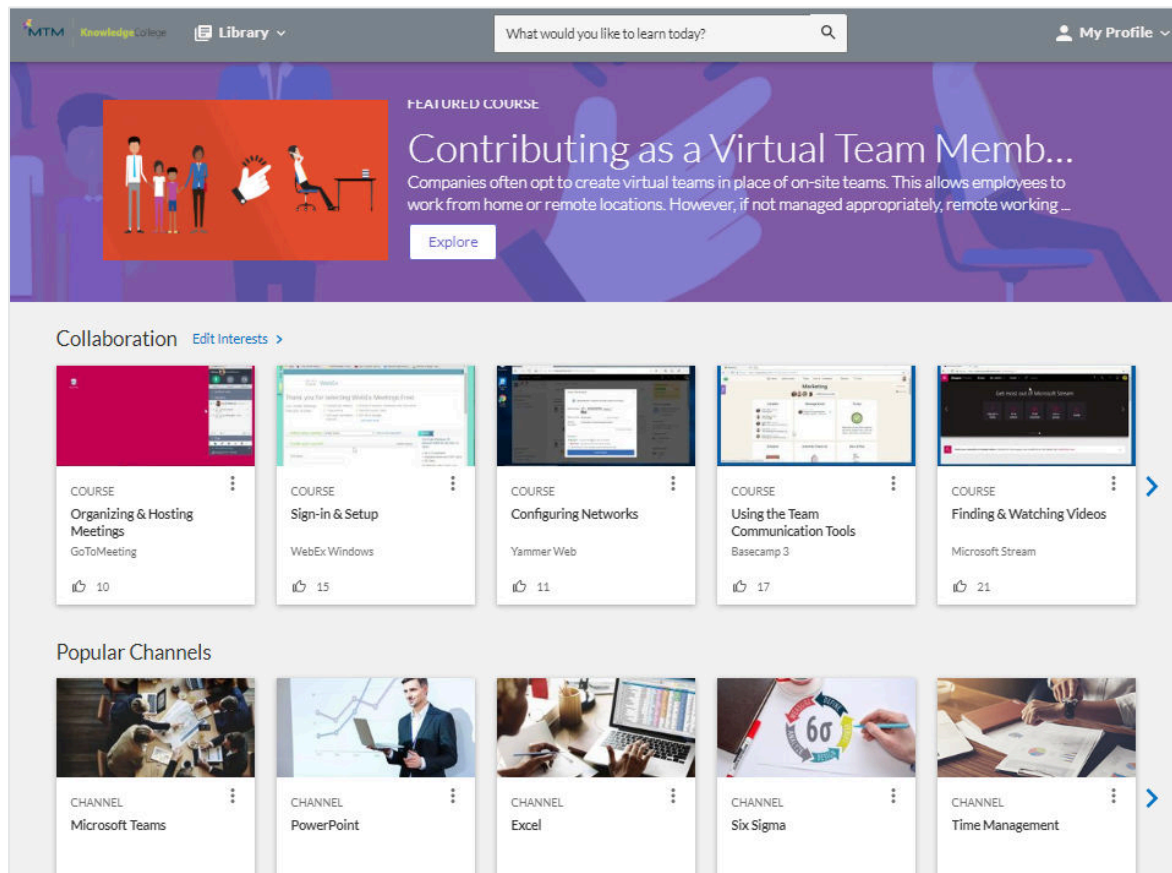


Figure 20: Knowledge College Training. MTM Transit employees have 24/7 access to courses through Knowledge College.

After completing each self-paced training session, the employee completes a quiz on the covered material and must score 90% or higher to earn the Certificate of Achievement. Our Corporate Training and Development team receives an automatic alert when an employee earns a certificate, and a copy is placed in the employee's file. Supervisors can also select specific subjects for team training. Participation in the online training library is a part of each employee's annual evaluation, as it enhances current skills and promotes professional growth.

6) Maintenance

Describe in detail your preventative maintenance program, including intervals for PMs and what maintenance is done at each interval, and record-keeping.

MTM Transit maintains a thorough vehicle maintenance program to keep service running as scheduled. At MTM Transit, we take pride in the vehicles we operate, and we keep them in superior mechanical condition to maximize their longevity and provide the best representation of our clients' services. Properly maintained vehicles increase road performance statistics, reduce breakdowns and road calls, and contribute to an overall successful operation. We also keep our vehicles clean and wash them at least once a week.

Steve's Family Auto in Perrysburg conducts all maintenance, and we are pleased with their thorough program and responsiveness to our maintenance needs.



▲ Maintenance Plan

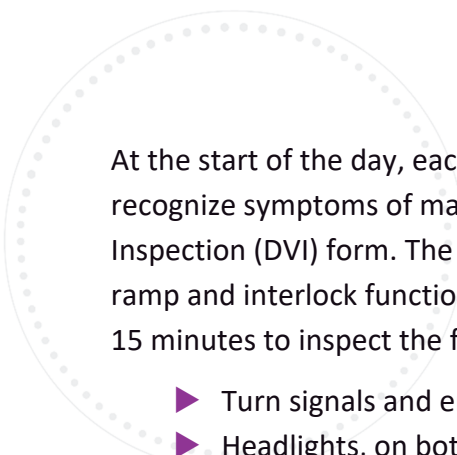
Our local team and corporate executives have experience maintaining fleets of similar size and scope to the fleet of this contract. Our local team maintains full adherence to our maintenance plan, which includes an outline for preventative maintenance, for Perrysburg Transit vehicles and is supported by Regional Director of Maintenance Carl Foote. MTM Transit's comprehensive Maintenance Plan is based on industry best practices; Original Equipment Manufacturer (OEM) standards; and all federal, state, local, or other governmental laws, regulations, requirements, and rules with respect to use, maintenance, and operation of the vehicles. We have customized our Maintenance Plan to meet and exceed all City requirements.

▲ Vehicle Inspections

MTM Transit conducts daily pre- and post-trip inspections to minimize downtime by proactively addressing situations that could compromise the operation or appearance of a vehicle. We check and maintain engine oil, tire pressure, and coolant levels daily and maintain a written record of such checks.

Daily Pre-Trip Inspections

The pre-trip inspection is a critical component of daily maintenance and operations. MTM Transit teaches all operators the critical nature of this documentation, and if employees take short cuts on these inspections, we coach and retrain them.



At the start of the day, each operator conducts a pre-trip inspection. We teach them to recognize symptoms of maintenance issues and record their findings on the Daily Vehicle Inspection (DVI) form. The pre-trip inspection includes a walk-around visual inspection of the ramp and interlock function and a written check of the items on the DVI form. Operators have 15 minutes to inspect the following items:

- ▶ Turn signals and emergency flashers
- ▶ Headlights, on both high and low beams
- ▶ Brake, tail, and back-up lights
- ▶ Interior and exterior lights
- ▶ Windshield wipers and washer
- ▶ Door and window operation
- ▶ Mirrors and horn
- ▶ Brakes functionality and air brake tests
- ▶ Fuel and steering fluid check
- ▶ Fare collection equipment
- ▶ Fuel levels, fuel leaks
- ▶ Tire condition
- ▶ Front and rear suspension
- ▶ Tablets and cameras
- ▶ Wheelchair ramp, tie downs
- ▶ Steering
- ▶ Radio system/tablets
- ▶ Heater(s) and defroster
- ▶ Air conditioning system
- ▶ Safety equipment
- ▶ Interior and exterior cleanliness
- ▶ Amount of fuel and other fluid levels
- ▶ Tires (air pressure, tread depth, wear)
- ▶ Battery fluid, cables, and corrosion
- ▶ Body damage
- ▶ Coolant and fluids
- ▶ Interior and exterior lights

If an operator finds a defect during the pre-trip inspection, the operator records their findings on the DVI form and notifies a dispatcher. If necessary, General Manager Michelle Emge immediately removes the vehicle from service and ensures that repairs begin promptly, no later than 24 hours after removing the vehicle from service. All vehicles are properly maintained, fully operable, body damage free, road worthy, and clean while in service. Operators are required to sign and date pre- and post-trip inspection forms prior to leaving the facility. Michelle reviews all DVI forms to prioritize defects and quickly address issues.

Daily Post-Trip Inspections

Once the vehicle is out of service for the day, the operator records the mileage and usage of fuel and oil and checks for the same items inspected during the pre-trip inspection. The operator fills out a post-trip inspection sheet and turns it in.

Preventative Maintenance (PM) Plan

Steve's Family Auto in Perrysburg conducts all preventative maintenance on Perrysburg Transit vehicles. We retain and review all preventative maintenance records for each vehicle in AssetWorks FleetFocus. Those records are always available for inspection by the City. We do not allow vehicles to operate in revenue service if they are past due for a preventative maintenance inspection. We deploy a staggered maintenance schedule to ensure it does not disrupt service.

MTM Transit's preventative maintenance schedule for the proposed new Perrysburg Transit vehicles is shown in **Figure 21**.

PM Type	Toyota Sienna Side Entry Hybrid Vehicles
A	Every 5,000 miles
B	Every 15,000 miles
C	Every 30,000 miles
D	Every 60,000 miles

Figure 21: Preventative Maintenance Schedule for Perrysburg Transit Vehicles. Preventative maintenance will be on a 5,000-mile interval.

Each level of service is, at minimum, that of an annual FDOT required inspection. The difference between each of the PM levels is the manufacturer's OEM PM items, such as fluids and other predictive maintenance items.

Figure 22 shows a more detailed overview of MTM Transit's preventative maintenance program for the Perrysburg Transit fleet, indicating the actions performed at each routine servicing. Please note that we can modify this schedule as needed, ensuring it always meets all requirements of the contract.

Perrysburg Transit Preventative Maintenance Schedule				
	Type A	Type B	Type C	Type D
Vehicle PM Inspection	✓	✓	✓	✓
Inspect interior, engine compartment, under bus, exterior, air conditioning, cooling systems, breaks, and wheelchair ramp system	✓	✓	✓	✓
Inspect brakes, air system, suspension, and warning indicators	✓	✓	✓	✓

Perrysburg Transit Preventative Maintenance Schedule

	Type A	Type B	Type C	Type D
Inspect lights, hoses, and belts		✓	✓	✓
Lube chassis		✓	✓	✓
Change engine oil and spin on filter		✓	✓	✓
Take engine oil sample		✓	✓	✓
Rotate tires		✓	✓	✓
Mountings inspection		✓	✓	✓
Check lube in front wheel bearings			✓	✓
Replace engine air filter			✓	✓
Change fuel filters			✓	✓
Service front wheel bearings			✓	✓
Disassemble and clean spinner filter			✓	✓
Change transmission fluid and filter				✓
Change engine coolant				✓
Service rear differential				✓
Take differential fluid sample, make interior repairs, service front wheel bearings				✓
Replace spark plugs				✓
Replace drive belt				✓

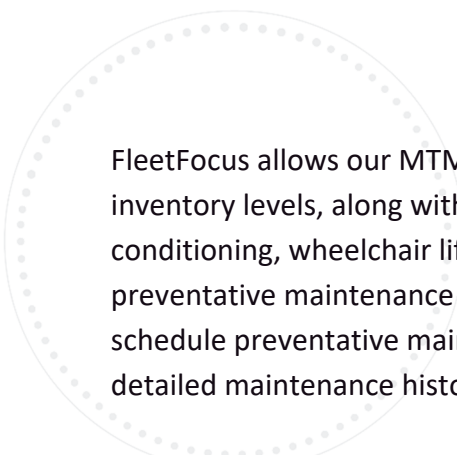
Figure 22: Perrysburg Transit Preventative Maintenance Schedule. MTM Transit follows this schedule for Perrysburg Transit vehicles.

Ramp and Securement Maintenance

All wheelchair and ramp-related equipment, including securement devices and hardware, is inspected, serviced, and lubricated so they always remain fully functional. MTM Transit replaces missing wheelchair securement devices, including straps or hardware, immediately.

Maintenance Management Software System

MTM Transit uses AssetWorks FleetFocus as our maintenance management software system (MMS) to track maintenance for Perrysburg Transit's fleet. All vehicle repairs are tracked in this system. Additionally, we use this system to provide to the City real time and historical reporting of all preventative maintenance and repair efforts on Perrysburg Transit vehicles. We have implemented this software across our operations, enabling us to compare and trend data across locations to identify opportunities for improvement.



FleetFocus allows our MTM Transit to monitor vehicle status, warranty requirements, and inventory levels, along with controls of scheduled and unscheduled repair items, such as air conditioning, wheelchair lift parts, and materials. It provides the ability to define and track preventative maintenance schedules and repairs; calculate when maintenance is due; schedule preventative maintenance notifications by date, mileage, or hours; and provide a detailed maintenance history and cost summary.

AssetWorks FleetFocus is the industry-leading fleet management software system on the market and helps MTM Transit keep the Perrysburg Transit fleet on the road in the most cost-effective manner possible. FleetFocus provides alerts to users to notify them of urgent issues and dates that preventative maintenance is due. The software is also highly customizable and offers many user-definable features and options. It includes a full range of reports, which provides clients with immediate feedback on fleet performance.

FleetFocus tracks an unlimited amount of assets, including vehicles, equipment, parts, and fixed assets through their entire lifecycles. The information managed within the system includes:

- ▶ Basic asset data, like year, make, and model
- ▶ Meters
- ▶ Preventative maintenance
- ▶ Department, location, and operator assignment
- ▶ Classifications
- ▶ Motor pool
- ▶ Acquisition
- ▶ Warranty
- ▶ File attachments
- ▶ Replacement
- ▶ Recurring costs

MTM Transit uses FleetFocus across our book of business to keep track of repairs, inspections, and warranty work as required. FleetFocus provides inherent workflows for the processing and completion of all work orders, which may be created as needed, from service requests, or auto-generated based on PM schedules. This includes internal maintenance shops, external commercial/vendor repairs, fully integrated inventory management, direct vs. indirect labor, operational vs. location downtime, and much more. FleetFocus provides a wide variety of supporting functionality including, but not limited to:

- ▶ Work order processing
- ▶ Commercial work
- ▶ Billing
- ▶ Historical costs
- ▶ Shop calendar
- ▶ Notifications
- ▶ Recalls/campaigns
- ▶ Warranty
- ▶ Accident management

FleetFocus provides a variety of dashboards for ease in tracking and reporting. **Figure 23** shows a sample Work Management Portal dashboard from FleetFocus.

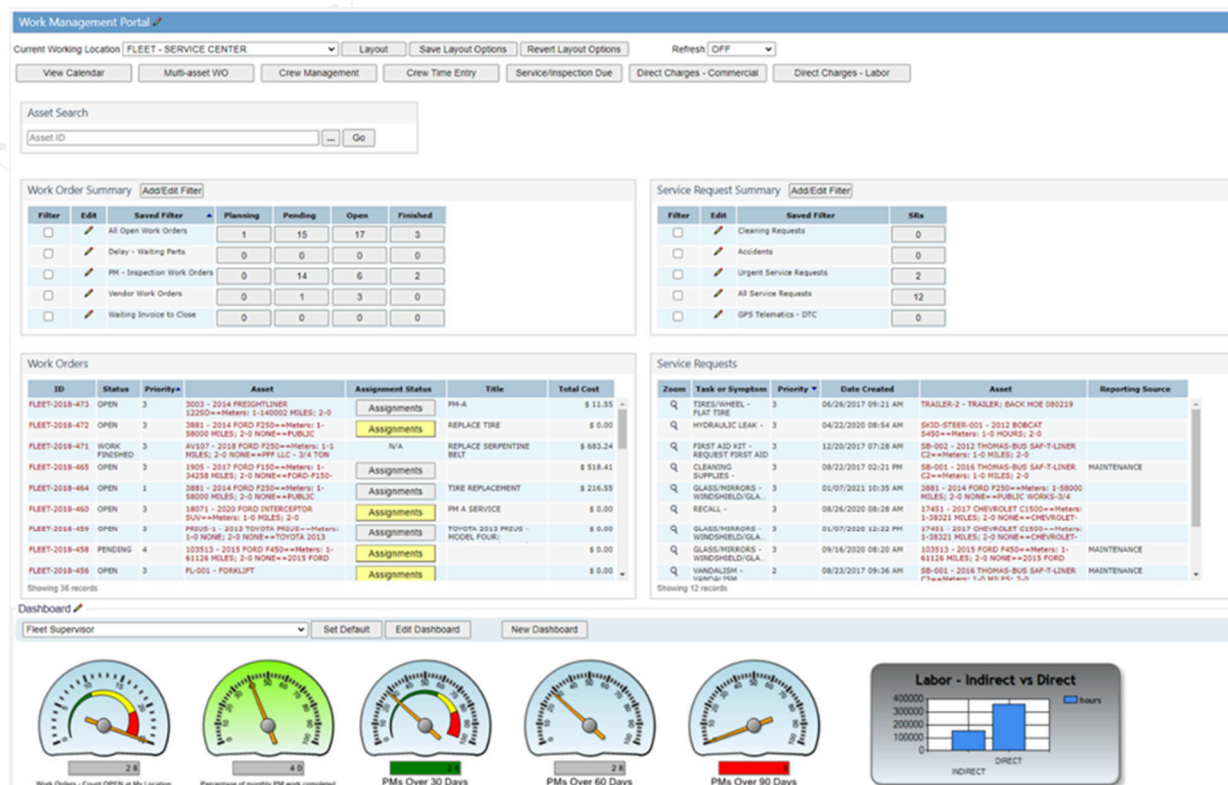


Figure 23: AssetWorks FleetFocus Fleet Management Software. This sample dashboard demonstrates one of the many dashboards available in FleetFocus.

MTM Transit also maintains a vehicle file for each vehicle within the software that includes a complete maintenance and repair history, inspection, and licensing documentation. The paperless storage system helps reduce our environmental footprint. FleetFocus can organize each vehicle file by vehicle number, and document all vehicle maintenance to include preventative maintenance, scheduled maintenance and inspection, unscheduled maintenance, fuel and oil usage, and engine and transmission rebuilds. We also use FleetFocus to provide additional maintenance reports on a regular basis or as requested. FleetFocus provides over 275 out-of-the-box reports, as well as ad-hoc reporting capabilities so we can create the exact reports our clients need to understand their unique fleet operations.

7) Reporting

Describe how the information necessary for reporting purposes will be produced and provided.

MTM Transit views timely, accurate, statistical reporting and communication as a critical element of effective service planning, service quality evaluation, and policy development. Additionally, MTM Transit understands and can produce the various reporting documents required in a project of this scope, as we currently provide a variety of reports on a regular basis for all our current clients, based on their specific needs and requirements.

We currently provide monthly operating reports to the City. As outlined in the Scope of Work, we will provide this information to the City on a weekly basis, or as directed, during the new contract term, as well as information on all complaints, in a format acceptable to the City. Further, we provide a quarterly report on peak utilization/volume of riders for each service type. MTM Transit will provide other information to the City as requested in a format acceptable to the City. We will also provide all other reasonable information in a format acceptable to the City, upon request.

▲ Reveal's Recording and Reporting Capabilities and Dashboards

Reveal's real time and historic reporting module provides an added level of recordkeeping, data reconciliation, tracking, auditing, reporting, and billing activities. Reveal allows users to begin with a summary report, and then drill down into the report to review detailed reporting information and view trips on a Google map. This saves time when researching potential problems since users do not need to manually look through each operator manifest. Manifest data is saved to the system as operators check out during the day, providing up-to-date information on the number of passengers transported throughout the day as well as the fare amount collected.

Reveal has over 50 different types of reports exportable to Microsoft Excel. Examples include:

- ▶ Daily Schedule/Actual Breakdown
- ▶ OTP by Month, Manifest, and Hour
- ▶ OTP by Operator and by Passenger
- ▶ Schedule and Actual Trip Performance
 - 15-minute breakdown
- ▶ Productivity Summary
- ▶ Passenger Trip Summary
- ▶ Customer List
- ▶ NTD Reports
- ▶ No Shows

Through Reveal's Ad Hoc reporting functions, our management team uses filters to sort data and display it in tables or charts. Users can change the sorting of a column or the grouping, thereby changing the sorting and subtotaling of the report being generated. Users are also able to add or remove columns, add a new column that is a calculation based on other columns, and add a filter to the displayed data.

General Manager Michelle Emge and the dispatchers can review all performance issues, including on-time performance by operator, by route, by time of day, by passenger, long ride versus short trip miles, vehicle dwell time with a passenger on board, and customer cancellation and no-show history.

Reveal's Interactive Dashboards

Reveal provides many interactive dashboards that our managers can use to monitor all key metrics. They are especially helpful in the post-trip validation process, when trending issues, or determining the root cause of a passenger complaint. Dashboards are available that focus on passengers, operators, locations, and even manifests. Reveal offers a Schedule vs. Actual dashboard allowing the user to compare data from how trips were scheduled with how the schedules were operated after the day of service. The dashboard in **Figure 24** below shows the locations, stops at each address, trips completed, cancellations, and on-time performance.

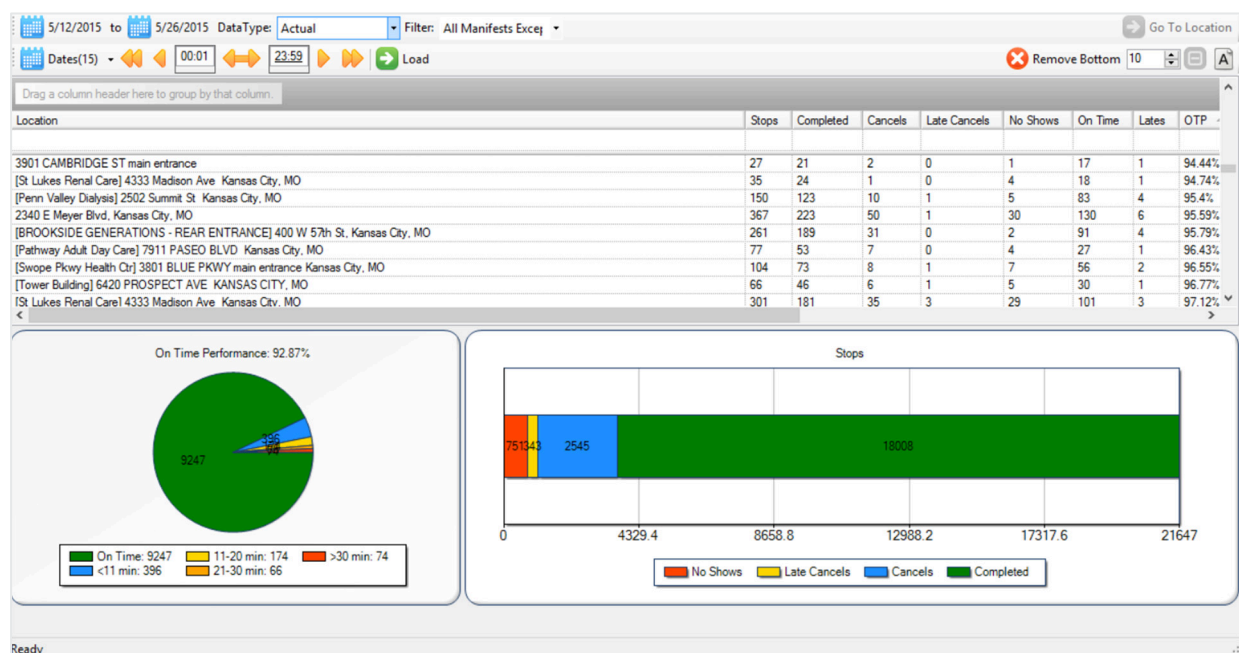


Figure 24: Reveal Reporting Dashboard. This dashboard shows the location address, stops at each address, trips completed, cancellations, and on-time performance.

In addition, Reveal provides increased transparency into day-to-day operations for the City through dashboards, as well as access to real-time program data. **Figure 25** shows the dashboards Reveal provides.

Dashboard	Function
Quality Assurance	Displays selected key performance indicators for the contract such as overall productivity, on-time performance, etc.
Passenger Summary	List of all passengers and the number of trips taken in date range, on-time performance, etc.
Passenger	Specific passenger information pertaining to on-time performance, trip dates, manifests, etc.
Operator Summary	List of all operators, on-time performance, number of trips provided on time and late
Operator	Specific operator information pertaining to on-time performance, manifest driven, dates, passengers
Location Summary	Displays addresses detailing on-time performance, cancellations, number of pick-ups and drop-offs
Location	Specific location information pertaining to on-time performance, passengers, number of pick-ups and drop-offs
Filter	Allows comparison of different types of services provided
Manifest Summary	Displays trips and how they relate to each manifest; (on-time, late, on-time performance, completed)
Manifest	Provides specific information per manifest pertaining to on-time performance, late, completed, etc.
Schedule vs. Actual	Provides manifest and trip information, comparing scheduled to actual performance, to provide the user to trend information needing attention

Figure 25: Reveal Dashboards. Reveal offers extensive dashboards for performance monitoring.

Each dashboard is interactive and allows users to double-click on any of the segments within the graphs, and the grids displayed will update automatically displaying the information that makes up the specific portion of the graph, allowing the user an in-depth view of the situation and to view locations in Google Maps. Reveal's dashboards will allow us to see all activity in real time for the current day or any scheduled work for future days and track schedules and work progress by employee, run, route, manifest, time of day, and address location.

The Passenger Dashboard is a particularly useful dashboard that can improve customer service. It allows users to access a single passenger's trip history over a span of time and populate that information into interactive visual displays. It identifies late trips and why a trip was late; it determines if the trip was booked incorrectly, scheduled late in the window, or if the operator was late. As shown in **Figure 26**, the Passenger Dashboard shows three interactive graphs that correspond with the trip data, allowing easy trip review.

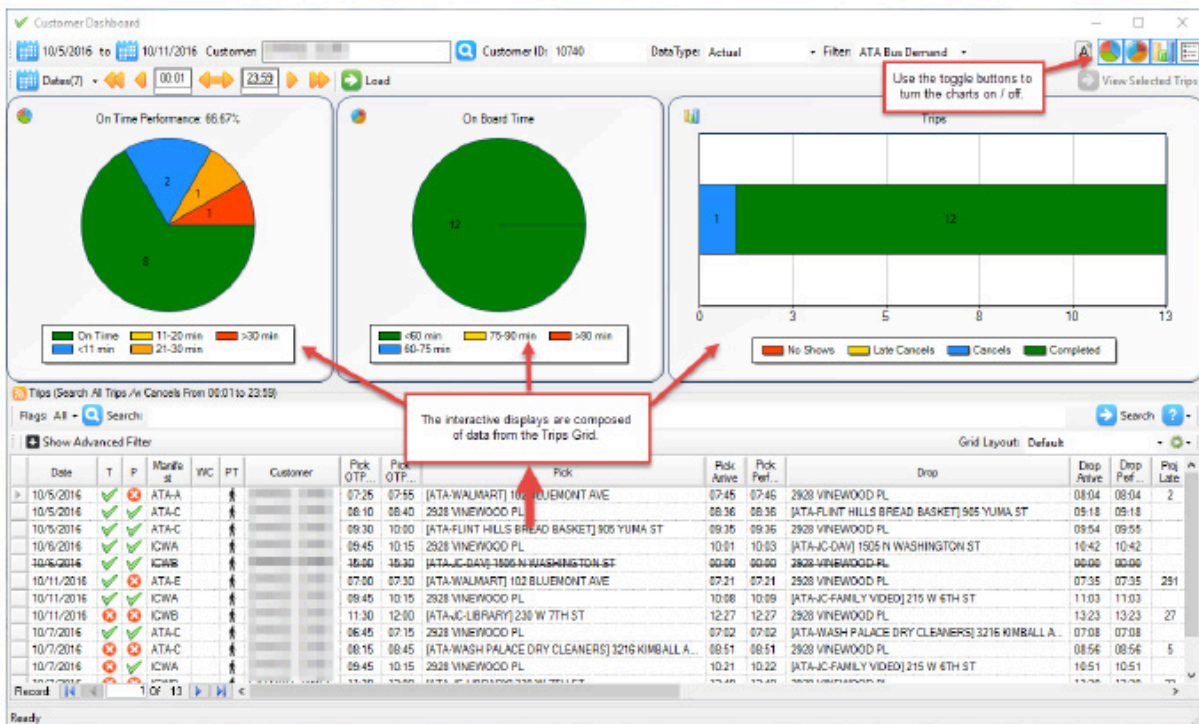


Figure 26: Reveal Passenger Dashboard. Users can use this dashboard to determine why trips are late.

Using Reveal's interactive dashboards and reporting functions, the General Manager and MTM Transit's staff can review performance issues, including on-time performance by operator, by route, by time of day, and by passenger. They are also able to monitor other metrics such as long ride versus short trip miles, vehicle dwell time with a passenger on board, and passenger cancellation and no-show history.

8) References

Provide at least three (3) business references for the types of services delineated in the Scope of Work, provided currently or within the past five (5) years.

Below, MTM Transit provides reference information for five current transportation management operations clients. We are happy to share similar information for any other client programs we operate upon the City's request.

▲ Centre Area Transportation Authority (CATA) – State College, PA

MTM Transit has operated ADA paratransit service for the **CATARIDE** program since April 2012, taking over operations from a 30-year local provider. We operate the shared ride demand-response paratransit service, providing reservations, scheduling, dispatching, fare collection, and reporting. MTM Transit has never denied a passenger trip since we took over the contract, and we maintain a complaint-free trip rate of 99.99%. Passenger response to our service has been so favorable that we added five of our own vehicles to CATA's initial six to accommodate the increase in ridership.

“Another strength in MTM Transit over our previous provider is training and appearance. The drivers understand ADA regulations, how to properly operate the equipment and secure wheel chairs, and the drivers are always dressed in uniform and look and respond professionally. Our equipment repair costs are down nearly 50%, over the previous vendor.”

Louwana Oliva, General Manager

Centre Area Transportation Authority, Pennsylvania

In July 2021, CATA transitioned their microtransit service, **CATAGO**, to MTM Transit. With this additional service, MTM Transit increased efficiencies for CATA by cross training operators and effectively using vehicles for both the **CATARIDE** and **CATAGO** programs. As CATA implements additional zones, MTM Transit continues to work with CATA to plan and implement additional services.

We take great pride in the positive impact we have had on the **CATARIDE** program over the past 10 years, including procuring a fleet of newer, lower mileage vehicles; installing improved fleet management software for maintenance scheduling and documentation; and installing camera systems on our vehicles to enhance our ability to monitor operator safety and customer service.



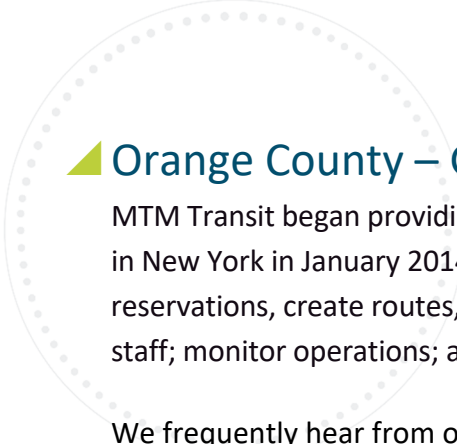
MTM Transit also continued to operate services amid the COVID-19 pandemic; we took the necessary steps to protect our operators, employees, and customers. Despite ridership increases, we also reduced maintenance costs for the client. MTM Transit decreased maintenance costs 50% through our thorough training programs, pre- and post-trip inspections, and comprehensive maintenance procedures.

Throughout our 10 years of service, MTM Transit has worked in tandem with CATA's administration to exceed its goals and desired outcomes for **CATARIDE**. MTM Transit has retained this contract through several procurements, most recently in 2020.

We maintain a transparent relationship with CATA, operating with the highest level of integrity, providing swift responses to issues, and maintaining and monitoring program compliance. The client praises MTM Transit's operators, specifically their professionalism, training, and appearance. Our operators understand how to properly secure wheelchairs, abide by ADA regulations, and operate the equipment and vehicles safely and efficiently.

Centre Area Transportation Authority (CATA)

	Address:	2081 West Whitehall Road State College, PA 16801		Contract Term:	April 2012 to Present
	Contact Information:	Derek Sherman, ADA/On-Demand Programs Manager 814-238-2282, ext. 5139 dsherman@catabus.com			
	Description of Services:	Transportation operations – reservations, scheduling, dispatching, and vehicle operation, as well as staff recruitment, hiring, training, and management – for the CATARIDE paratransit system and CATAGO microtransit service			



Orange County – Goshen, NY

MTM Transit began providing ADA Paratransit Services for the Newburgh and Middletown areas in New York in January 2014 and added services for the Monroe area in January 2017. We take reservations, create routes, and transport passengers using County-owned vehicles; hire and train staff; monitor operations; and maintain the vehicles. We provided 25,000 trips in 2022.

We frequently hear from our passengers that they are pleased with the level of service MTM Transit provides them, and they appreciate the timeliness of the service. As an example, we regularly maintain an on-time performance rate between 98% and 99%. Further, our focus on safety has helped us achieve an accident frequency rate (AFR) throughout the life of our contracts. Our low AFR is a direct result of our effective operator screening, training, and evaluations; road supervision; pre- and post-trip inspections; and a proactive preventative maintenance program. Further, we understand the local requirements for NYSDOT and Article 19-A of the New York State Vehicle and Traffic Law, and we seek to exceed these requirements in all aspects of our training and operations plan. Our “safety first” mentality has helped ensure minimal accidents and has put our passengers’ minds at ease knowing they are safe riding the County’s paratransit vehicles.

After implementing Trapeze in 2016, MTM Transit increased trip volume 21% over the previous year while decreasing trip denials by 50%. We achieved these results within the same fixed budget. MTM Transit was re-awarded the contract following a competitive procurement in November 2016. We implemented our internal RSD solution, Reveal, in May 2018, optimizing the software to further increase efficiency. We also upgraded our phone system to the state-of-the-art Five9 platform in 2021 to improve communication and reliability.

MTM Transit was again re-awarded the contract with the County following a competitive solicitation in 2021. In this newest contract term, we have hired additional dedicated staff which has allowed us to build on our current momentum and continue providing the exceptional services the County and our passengers expect from MTM Transit. We also instituted a new wage scale to improve recruitment and retention of operators. Additionally, we are currently in the process of moving to a new facility with space for maintenance so we can bring all vehicle maintenance in-house instead of outsourcing it all to outside vendors.

Orange County, NY

**Address:**

15 Matthews Street, Suite 101
Goshen, NY 10924

**Contract
Term:**

January 2014 to
Present

**Contact
Information:**

Rob Parrington, Senior Transit Planner
845-615-3852 | RParrington@orangecountygov.com

**Description of
Services:**

Transportation operations – reservations, scheduling, dispatching, vehicle operation, and vehicle maintenance, as well as staff recruitment, hiring, training, and management – for the County’s paratransit system

Sumter County – Wildwood, FL

Sumter County personnel had operated this Sumter County Transit for over two decades when MTM Transit implemented service in October 2011. We provide paratransit, fixed route, and deviated fixed route to passengers from 6:00 a.m. to 7:00 p.m., Monday through Friday. We provide door-to-door paratransit services to the public, as well as bariatric and stretcher services 24/7/365. We also provide two fixed routes – Wildwood Shuttle and Orange Shuttle – that both operate Monday, Wednesday, and Friday.

MTM Transit smoothly implemented this program and has steadily improved service over the past 12 years. We increased the deviated fixed route system from three to five routes and conducted a marketing campaign to increase public awareness of the system. MTM Transit’s marketing and design team created revamped schedules and brochures. Further, at the County’s request, we helped the County evaluate scheduling software proposals, and we implemented the County’s chosen Ecolane software with full tablet integration.

In 2012, the Florida Commission for the Transportation Disadvantaged recognized Sumter County Transit as the Rural County Transportation System of the Year, and we have continued to improve the program since. We have decreased the program’s accident frequency rate from 1.35 to 0.33 since we began operating the service. In 2022, we provided more than 35,500 trips with 99% on-time performance; received more than 100 passenger compliments and only three complaints; had zero missed trips, late pull-outs, and denied trips; and maintained full adherence to the preventative maintenance inspection schedule. Following a competitive procurement in May 2016, the County awarded MTM Transit a new, three-year contract to operate Sumter County Transit. Most recently, the County awarded another new three-year contract to operate this program after a competitive solicitation in May 2020.

Sumter County, FL

**Address:**

319 East Anderson Street
Bushnell, FL 33513

**Contract
Term:**

October 2011
to Present

**Contact
Information:**

Deborah Snyder, Director of Public Works
352-689-4400 | Deborah.Snyder@sumtercountyfl.gov

**Description of
Services:**

Transportation operations – reservations, scheduling, dispatching, and vehicle operation, as well as staff recruitment, hiring, training, and management – for the Sumter County Transit (SCT) paratransit system, deviated fixed route program, and shuttle service

Capital Metropolitan Transportation Authority (CMTA) – Austin, TX

In May 2014, MTM Transit began providing ADA paratransit services for the Capital Metropolitan Transportation Authority (CMTA) MetroAccess system in the northern region of Austin, Texas. CMTA handles reservations and scheduling for the North Base program, while MTM Transit creates routes; dispatches vehicles through dedicated window dispatching; performs vehicle maintenance; and manages and trains all staff. We provide approximately 140,000 annual trips using a fleet of 75 minivans and 45 paratransit cutaway vehicles. We provide 282,000 annual revenue hours for the North Base program.



MTM Transit improved service with new technology and a security system to protect vehicles and deter vandalism. We also installed a 6,000-gallon fuel delivery system on site to simplify the fueling process and reduce deadhead. To address parking challenges, we implemented a new system in which operators pull their assigned revenue vehicle out and park their personal vehicle in the same spot.

“I appreciate everyone’s effort and dedication in providing a safe and reliable service.”

Rafael Villarreal Jr., Contract Performance Manager
Capital Metro Transportation Authority

After our first five months of service, CMTA recognized MTM Transit for scoring the highest of three Austin-area service providers on performance indicators. CMTA was so pleased with our service, they approved the purchase of 16 additional vehicles to meet increased service demand and complete unanticipated overflow trips. In April 2018, CMTA extended MTM Transit's contract for the North Base operation and added ten more vehicles to the fleet.

CMTA awarded MTM Transit the contract to operate the South Base paratransit services for MetroAccess, following a competitive procurement. We began service in October 2018, after a successful four-month transition period. We implemented the program on schedule and within budget, meeting with CMTA weekly to provide updates on our progress. MTM Transit provides trips for passengers in the southern region of the Austin metro area. This is a much larger operation than the North Base program; we use a fleet of 110 vehicles to provide 294,000 annual revenue hours for the South Base program.

MTM Transit employs 230 staff members for the South Base operation and provides 1,400 trips a day. Like the North Base operation, CMTA handles reservations and scheduling for the South Base program, while MTM Transit creates routes; dispatches vehicles through dedicated window dispatching; provides vehicle maintenance; and hires, trains, and manages all staff.



In August 2019, MTM Transit began operating a new microtransit pickup service from the North Base for neighborhoods in the Austin metro area. The microtransit service, Pickup, provides transportation to neighborhoods where the population is too small to support a fixed route bus. This service uses Via technology; passengers book trips through the Via app on their cell phones to travel anywhere within their zone. MTM Transit operates 30 cutaway vehicles within six zones for this operation.

MTM Transit works collaboratively with CMTA to develop and deliver innovative solutions to better serve the Austin community. For example, in June 2020, MTM Transit helped CMTA kick-off their Mobile Hot Spot Program. This initiative uses paratransit vehicles and fixed route buses to bring internet access to areas without reliable Wi-Fi service. Providing internet access is incredibly important to the community, so people can stay connected to work, school, family, and friends. This service was particularly valuable to the



community during the COVID-19 pandemic when so many people were staying home. Our operators use out-of-service paratransit vehicles to deliver Wi-Fi to eight locations throughout the Austin area.

Additionally, CMTA contracts MTM Transit to conduct approximately 1,500 ADA paratransit assessments annually. We have provided this service since 2015, allowing us to decrease paratransit demand by providing accurate eligibility determinations. MTM Transit schedules assessments, performs in-person interviews, conducts physical and cognitive functional assessments, makes eligibility determinations, notifies applicants, and refers individuals to travel training. MTM Transit is proud of the quality service we provide for CMTA, which helped the agency earn 2019 Outstanding Metro Transit System of the Year by the Texas Transit Association.

Capital Metropolitan Transportation Authority (CMTA)

	Address:	2910 East 5th Street Austin, TX 78702		Contract Term:	May 2014 to Present
	Contact Information:	Chad Ballentine, VP of Demand Response and Innovative Mobility 512-609-1559 chad.ballentine@capmetro.org			
	Description of Services:	Transportation operations – scheduling, dispatching, vehicle operation, and vehicle maintenance, as well as staff recruitment, hiring, training, and management – for the MetroAccess paratransit system in both the North Base and South Base programs and Pickup microtransit service in the North Base program; ADA eligibility assessments			

City of Conroe – Conroe, TX

MTM Transit has operated the City of Conroe's fixed route and complementary ADA paratransit services since the program began in December 2014. At the time MTM Transit began operating this program in 2014, it was completely new. We were responsible not only for our own transition, but also in helping City staff with implementation activities such as establishing policies and procedures and creating routes and schedules.

“The friendly, knowledgeable MTM Transit drivers welcomed our residents and graciously carried them throughout town. Most of the car drivers and riders in Conroe looked on in pure amazement. It was a beautiful sight to see. Our partnership with MTM Transit and their experience has certainly given Conroe the edge in serving our community throughout public transportation.”

Shawn Davis, Transportation Manager
City of Conroe, Texas

With less than 50 days to start the new service, MTM Transit’s implementation team secured a facility, recruited staff, and assisted the City in promoting the service prior to the go-live date. Over 150 area residents attended the grand opening ceremony for the long-awaited bus system. Ridership grew quickly from 20 to over 100 passengers per day within the first weeks, and it continues to increase. With the immensely positive community reaction, the City requested that MTM Transit add two more fixed routes to the service in August 2018. We added two vehicles to the fleet and hired two additional operators to accommodate this request.

MTM Transit operates both services 7:00 a.m. to 7:00 p.m., Monday through Friday serving 54 fixed route stops and maintaining an on-time performance of 99%. We also successfully implemented Reveal, which allowed the City to fully automate their system.

As a testament to our high level of quality service and continued partnership with the City, MTM Transit was re-awarded the contract in 2020 after a competitive bidding process. Unfortunately, this contract is ending at the end of July 2023 as the City is moving the service in-house. This has been a great partnership for almost nine years.

City of Conroe, TX

	Address:	300 West Davis Street Conroe, TX 77305		Contract Term:	January 2015 to Present
	Contact Information:	Shawn Davis, Transportation Manager 936-522-3526 sjohnson@cityofconroe.org			
	Description of Services:	Transportation operations – reservations, scheduling, dispatching, and vehicle operation, as well as staff recruitment, hiring, training, and management – for the City’s fixed route bus service with ADA complementary paratransit service			

9) Implementation

If the proposer does not currently offer service in Wood County, provide a description of how you would start up this new service. State how you will meet the implementation date of September 1, 2023, especially in terms of facility and staff.

As the current operator of Perrysburg Transit, MTM Transit will not need to devote time or resources to implementation activities for this new contract. Further, the City will not experience the inconvenience of switching to a new provider. This also means the program will not experience disruption of service, and Perrysburg Transit's passengers will continue receiving the same high-quality transportation they have come to expect from MTM Transit.

MTM Transit is looking forward to implementing the program enhancements that we have highlighted throughout this proposal. Our timeline for implementing the enhancements is provided in **Figure 27**.

Enhancement	Date to Implement
Increasing employee wages, as appropriate	Day one of new contract
Introducing new fleet of hybrid vehicles	Day one of new contract
Installing idrive's AI camera system in each new vehicle	Day one of new contract
Establishing new ADA certification process	Within first 30 days of new contract

Figure 27: Timeline for Service Enhancements. MTM Transit will implement these service enhancements by the provided dates.

Appendices



Appendices

Appendix A Resumes

Appendix A





Michelle Emge

General Manager



Experience

MTM Transit, Perrysburg, OH, 2013 to Present

General Manager, 2015 to Present

- ▶ Provides oversight, guidance, and support for all day-to-day operations and personnel issues
- ▶ Monitors operations to ensure MTM Transit is maintaining a high on-time performance rate, providing excellent customer service, and operating with few complaints
- ▶ Responsible for employee relations, including training, performance counseling and discipline, and career counseling and development
- ▶ Ensures all operators are fit for duty, meet uniform standards, and are in possession of proper licensing
- ▶ Inputs payroll, maintains employee files, handles complaints and complements, and monitors the budget while providing and maintaining a positive work environment
- ▶ Manages the safety and training program and identifies service items that affect safety and performance; provides solutions to address issues
- ▶ Schedules and oversees fleet maintenance, records repairs and inputs data in the fleet management software

Lead Dispatcher/Operations Manager, 2013 to 2015

- ▶ Assisted in managing daily operations, drivers' schedules, daily trips and communicating with operators and passengers
- ▶ Managed oversight of payroll, data and document retention and vehicle cleanliness
- ▶ Ensured all required reports and assignments were submitted timely and accurately
- ▶ Ensured all program contractual requirements were being performed accurately and consistently to ensure ongoing compliance
- ▶ Provided assistance to General Manager with all tasks as needed

MedCorp, Toledo, OH, 2010 to 2013

Dispatcher/Schedule/Customer Service Representative

- ▶ Answered incoming emergency and non-emergency phone calls
- ▶ Dispatched paramedics to proper locations; input patients demographics into the computer system, and scheduled non-emergency trips
- ▶ Responsible for verifying patient insurance to determine appropriate coverage



MTM

Transit



Experience *(continued)*

My Health/HyHealth, Toledo, OH, 2008 to 2010

Lifestyle Management Advisor/Health Screener

- ▶ Contacted patients to discuss health issues and set quarterly goals
- ▶ Collected data from patient conversations and tracked it to access their health
- ▶ Conducted on-site health screenings at various companies in Ohio, Michigan, and Indiana which included collecting data on weight, body fat, body mass index, blood pressure, cholesterol and glucose levels through a blood test

Brea Police and Fire Department, Brea, CA, 2005 to 2006

Police and Fire Dispatcher

- ▶ Answered incoming emergency and non-emergency phone calls
- ▶ Dispatched police and fire department calls
- ▶ Input information into the computer system
- ▶ Communicated with police officers, firefighters, clerks, as well as members of the general public and individuals from surrounding police and fire department, public utility companies, the city, and local prisons



Education

California State University, Fullerton, CA

Bachelor of Arts – Criminal Justice and Sociology

Associate of Arts – Liberal Studies



Certifications

International CPR Institute

CRP Certificate

First Aid Certificate

Blood Borne Pathogens Certificate

FTA Reasonable Suspicion Supervisor

Drug and Alcohol Training



Ed Overn

Regional Vice President – Eastern Region



Experience

Ed has over three decades of extensive experience in the transit industry, with a majority of his work being related to management.

MTM Transit, Lake St. Louis, MO, 2019 to Present

Regional Vice President – Eastern Region

- ▶ Oversees paratransit, fixed route, and special needs transportation services in the Eastern region of the country
- ▶ Works in collaboration with clients and local management teams to increase service efficiency, ensure contractual compliance, and support ongoing growth
- ▶ Leads a team of direct and non-direct reports to ensure that business outcomes and contract goals are defined and met
- ▶ Keeps abreast of changes to transit program rules, regulations, and policies, and works with clients to acquire a thorough understanding of their local climates and issues
- ▶ Follows through with service issues, troubleshooting problems, and concerns in a timely and professional manner

Transdev North America, Lombard, IL, 2017 to 2019

Regional Vice President

- ▶ Provided direct operational oversight and leadership to 19 assigned fixed route, paratransit, and university shuttle bus revenue contracts throughout the South Eastern United States, which totaled approximately \$115 million in annual revenue with a total of 5,700 employees
- ▶ Directly managed 5 support team Director level employees with oversight of Safety, Maintenance, Labor, Finance, and Human Resources
- ▶ Consistently analyzed KPI's and P&L performance trends to optimize income
- ▶ Successfully drove positive financial results, not only through increased revenue, but by driving efficiencies in existing operations thus realizing year over PTI improvement
- ▶ Partnered with the Business Development Team to successfully develop operational strategies to obtain new and renewal business through client interaction, price-model development, interview preparation, and presentation, and to create realistic operational startup plans and execute them
- ▶ Initiated and managed contract startups as well as developed solutions to issues independently with minimal if any outside support



Transit



Experience *(continued)*

MV Transportation, Dallas, TX, 2005 to 2017

Regional Vice President

- ▶ Provided direct operational oversight and leadership to 24 assigned fixed route, paratransit, and shuttle bus revenue contract managers throughout the Central and Eastern United States, which totaled approximately \$70 million in annual revenue with a total of 4,500 employees
- ▶ Recruited, developed, managed, motivated, and nurtured successful transit leaders to advance their scope of responsibility
- ▶ Consistently analyzed KPI's and P&L performance trends to optimize income
- ▶ Successfully drove positive financial results, not only through increased revenue, but by driving efficiencies in existing operations thus realizing year over PTI improvement
- ▶ Built and retained solid client relationships by meeting with exceeding contract parameters, fixing problems quickly and appropriately, and communicating efficiently
- ▶ Managed all aspects of labor relations and negotiations with multiple labor partners
- ▶ Partnered with the Business Development Team to successfully develop operational strategies to obtain new and renewal business through client interaction, price-model development, interview preparation, and presentation, and to create realistic operational startup plans and execute them
- ▶ Focused on Safety with consistent annual improvement in AFR/IFR

Laidlaw Transit Services, Overland Park, KS, 2001 to 2005

Area District Manager

- ▶ Provided direct operational oversight and hands on leadership to 18 fixed route and paratransit bus contracts throughout the Midwest and Northeastern United States
- ▶ Consistently exceeded annual performance objectives
- ▶ Responsible for development and adherence of a \$38 million operating budget in FY05, as well as for all aspects of client relations and revenue contract negotiation
- ▶ Developed pricing models, interview presentations, and operational startup plans for renewal and prospective new business resulting in revenue growth of approximately 11% in FY04
- ▶ Analyzed KPI results to manage expenses and optimize PTI
- ▶ Managed all aspects of labor relations and negotiations with multiple union locals



Experience *(continued)*

Laidlaw Transit Services, Somerville, MA, 1999 to 2001

General Manager

- ▶ Operational responsibility and oversight of \$18 million annual ADA paratransit operation under contract to the Massachusetts Bay Transportation Authority with 400 employees
- ▶ Managed all facets of operation inclusive of Scheduling, Dispatch, Reservations, Maintenance, Safety, and Direct and Subcontracted service delivery, which provided more than 750,000 scheduled annual passenger trips throughout Metro Boston
- ▶ Analyzed KPI results to manage expenses and optimize PTI
- ▶ Reduced operating expenses by 38% by finding efficiencies in scheduling, purchasing, and maintenance while replacing 60% of the staff and establishing adherence with National Accounts
- ▶ Directed all aspects of labor relations and negotiations with Teamsters Local #25
- ▶ Established a reputation as a “doer” and was invited to travel to multiple Laidlaw Transit operating locations throughout the United States to provide operational guidance and fix poorly performing and managed operations

American Medical Response, Natick, MA, 1997 to 1999

Regional Director

Med Trans New England, Wakefield, MA, 1995 to 1997

Vice President of Operations/Support Services

Care Ambulance Service, Care Line New England Merrimack Valley (acquired by Med Trans New England), Lawrence, MA, 1990 to 1995

General Manager

Care Ambulance Service, Lowell, MA, 1984 to 1990

Field Supervisor, Emergency Technician, Paratransit Operator, EMS Dispatcher



Education

Northern Essex Community College, Haverhill, MA

Bachelor of Criminal Justice



Matt Weinberg
Director of Safety Administration



Experience

MTM Transit, Lake St. Louis, MO, 2021 to Present

Director of Safety Administration

- ▶ Coordinates with the executive team and local general/project managers to direct and meet all safety goals and directives, training objectives, and compliance with local, state, and federal regulations
- ▶ Implements training programs and successfully leads operations to reduce accident rates and liability costs
- ▶ Leads accident and injury avoidance initiatives and safety processes
- ▶ Responsible for developing and implementing company-wide safety and training standard operating procedures and leads Executive Safety Committee

Transdev North America, Lombard, IL, 2017 to 2021

National Safety Director

- ▶ Responsible for overall regulatory compliance, training, and safety processes and procedures for Transdev locations across the United States
- ▶ Worked with individual locations to ensure consistent and thorough implementation of safety and security processes, policies, and programs to mitigate risks and potential company liability, including collision/injury management and reduction
- ▶ Monitored safety process execution for compliance with company requirements/expectations and provided guidance and direction as needed
- ▶ Ensured contract compliance with all applicable federal (DOT, OSHA, DHS), state, local, and company regulations

National Express, LLC, Lisle, IL, 2015 to 2017

Area Director of Safety

- ▶ Responsible for company safety program for school and transit route contracts in Illinois, Iowa, Minnesota, Missouri, and Wisconsin; including several with union representation
- ▶ Played a key role in implementing and integrating safety programs of newly acquired companies
- ▶ Conducted onboarding and training sessions for new Training Supervisors.
- ▶ Obtained certificate in Safety and Health Management and Safety Management



Matt Weinberg

Director of Safety Administration



Experience *(continued)*

Saia, Inc., Johns Creek, GA, 2013 to 2015

Regional Safety Manager

- ▶ Managed a region consisting of 11 terminals across Illinois, Indiana, Iowa, Minnesota, and Wisconsin
- ▶ Ensured compliance with OSHA, DOT, and company policies and procedures when traveling to terminals within the region
- ▶ Led regular safety meeting discussing various topics such as accident/injury/spill prevention, hazardous materials processes in accordance with DOT regulations and company policy, safe driving, etc.
- ▶ Conducted safety audits and reviewed and coached events recorded by on board camera system

Advanced Disposal Services, Inc., Batavia, IL, 2011 to 2013

Route Manager

- ▶ Responsible for operation on the residential side of the Batavia hauling location
- ▶ Managed 50 drivers in a union environment and ensured the operation ran as safely and efficiently as possible
- ▶ Maintained constant interaction with customer base and coached and disciplined drivers as necessary

Veolia Transportation, Lombard, IL, 2007 to 2011

Assistant General Manager, Master Instructor

- ▶ Supervised over 70 employees and served as head of the property's safety initiative which included mentoring employees, managing the DriveCam system, and governing the drug and alcohol policies
- ▶ Successfully completed the Veolia Transportation Master Instructor training courses in Accident Responder, Basic Instructor Training, and Behind-The-Wheel, in order to conduct train-the-trainer courses throughout the country
- ▶ Maintained budgetary requirements and other corporate reporting such as operations, safety, accident analysis, environmental, etc.

Pace Suburban Bus, Chicago, IL, 2006 to 2007

Operations Administrator for Chicago ADA Services

- ▶ Performed onsite implementation coaching for Trape
 - ▶ Assessed contractual compliance of ADA laws and co
 - ▶ Prepared and lead contract carrier meetings as well
- interested in the ADA service



Transit

Matt Weinberg

Director of Safety Administration



Experience *(continued)*

Veolia Transportation, Lombard, IL, 2003 to 2006

Route Supervisor

- ▶ Began transit career with Veolia operating fixed route transit and paratransit vehicles
- ▶ Promoted to behind-the-wheel (BTW) trainer and then moved up to Route Supervisor
- ▶ Traveled to other terminals to assist with driving routes during staffing shortages



Education

Northern Illinois University, DeKalb, IL

Bachelor of Science, Geography



MTM

Transit



Pat Lopez
Director, Transit Technology



Experience

MTM Transit, Lake St. Louis, MO, 2018 to Present

Director, Transit Technology

- ▶ Leads efforts to continuously optimize delivery of MTM Transit services through the use of technology
- ▶ Manages ongoing maintenance, support, upgrades, new development, and deployment of Transit technology
- ▶ Creates strategic plans for Transit software installations and leads the development of new products and services for MTM and MTM Transit
- ▶ Leads execution of project plans to ensure the company is delivering superior customer care and delivering the latest and most applicable versions of Transit Technology to vendors

Redflex Traffic Systems, Inc., Phoenix, AZ, 2004 to 2018

Director of Field Services

- ▶ Lead technical operations and team responsible for supporting customers throughout the United States
- ▶ Oversaw installation and maintenance of smart transportation solutions for 130+ contracts and over two-thousand systems
- ▶ Forecasted, developed, and managed budget of over \$8 million, allotted for payroll, travel, and subcontractor expenses
- ▶ Provided direct leadership to five managers and 75 indirect reports; managed and regulated the entire employee leadership lifecycle from hiring to termination
- ▶ Successfully revamped Field Services department, creating and updating all internal processes and procedures

Product Support Manager, 2011 to 2015

- ▶ Reported to Field Services Support Director while motivating, directing, and leading high performing team of technical advisors and project engineers
- ▶ Served as an engineering resource, and assisted with integration testing and development of procedural documentation
- ▶ Closely collaborated with key internal stakeholders to ensure smooth hand-off of new technologies
- ▶ Partnered with outside third-party vendors to develop software and hardware products
- ▶ Served as key driver in executing system performance, enhancing field services performance, and enhancing field services



Pat Lopez

Director, Transit Technology



Experience *(continued)*

NOC Manager, 2010 to 2011

- ▶ Demonstrated authoritative leadership and direction over a staff of four supervisors and over 20 indirect hourly employees responsible for the productivity and efficiency of a 24/7 operation
- ▶ Planned, allocated, and managed a \$1M+ budget allocated for operational expenses
- ▶ Managed staff leadership lifecycle, including sourcing, interviewing, hiring, training, performance management, and disciplinary actions up to termination, if necessary
- ▶ Supported staff growth and development initiatives through the creation and implementation of a formal L2 Mentor program
- ▶ Developed email tracking solution to assist the team in meeting SLAs and productivity
- ▶ Maximized efficiency by developing and improving technician dispatch solution to improve accountability of SLA's and productivity of Field Services
- ▶ Leveraged excellent technical and written communication skills to research to develop NOC database for the tracking and reporting of assigned tasks and improve productivity of the department

Regional Field Supervisor, 2007 to 2010

Field Technician, 2004 to 2007



Education and Certifications

Eastern New Mexico University, Portales, NM

Bachelor of Business Administration – Computer Information Systems

ITIL Foundations Certification

Practitioner

Microsoft Windows NT and 2000 OS

Microsoft Certified Systems Engineer (MCSE) Certification



MTM

Transit



Carl Foote

Regional Director of Maintenance



Experience

MTM Transit, LLC, Lake St. Louis, MO, 2022 to Present

Regional Director of Maintenance

- ▶ Monitors maintenance in MTM Transit's operations in the Eastern and Midwest regions of the United States
- ▶ Assists general managers, maintenance managers, and operations managers in properly maintaining vehicles through on-time preventive maintenance inspections, repairs, and bodywork
- ▶ Ensures that MTM Transit provides quality preventative maintenance and repairs, with safety as his top priority
- ▶ Collaborates with Leadership on issues such as budgeting, revenue and non-revenue fleet planning, peak service requirements, resolutions of operational issues, security cameras, etc.
- ▶ Assists with the development and implementation of fleet asset management tools and collaborates with staff to develop and set future divisional goals, specific divisional fleet needs and staffing needs to ensure maintenance needs are met
- ▶ Ensures the implementation and compliance of company policies, procedures, and directives in alignment with state and federal regulations

MV Transportation Services, Dallas, TX, 2007 to 2022

Regional Director of Fleet and Facility Maintenance, 2012 to 2022

- ▶ Provided Divisional support and training, Business development assistance for contact bidding Fleet Inspections, Records review, contract bidding and Selection of DBE/SBE vendors to meet contractual requirements
- ▶ Aided in Fleet Maintenance software implementations and Training, as well as Drive Cam IT Install and Infrastructure Trapeze/Mentor Ranger Installs, support and Integrations Corporate wide programs for Purchasing, Training etc.
- ▶ Supported projects such as: Atlanta GA, Austin TX, Corpus Christi TX, Houston TX, Charles County MD, Baltimore MD, Louisville KY, Brooklyn NY, Denver CO, Phoenix AZ, Lawrence KS, Anoka MN, Green Bay WI, Philadelphia PA, and Pittsburgh Area PA.
- ▶ Provided negotiations and finalized deals for some divisional purchases, filter stock in advance
- ▶ Saved company over 16 months of \$75K while still purchasing OEM filters for vehicles; 2nd Year \$120K savings; 3rd Year \$140K Savings; 2018 Maintenance savings initiatives totaling 6M



MTM

Transit



Experience *(continued)*

Maintenance Manager – Houston Metro, Texas, 2011 to 2012

- ▶ Assisted the startup team in preparing facility for new division operations
- ▶ Maintained fleet of 125 vehicles; Cutaways (Chevrolet 6.6L) and small fixed route Cutaways (Ford E450 6.0L)
- ▶ Managed team of 10 Mechanics, three Foremen, and Parts Clerk, outside utility
- ▶ Trained new staff to assume positions including Maintenance Manager and served as technical advisor to Mechanics
- ▶ Schedule vehicles for necessary services, cleaning, and bodywork as needed
- ▶ Managed budgeting and inventory control for the contract

Senior Maintenance Manager – MTA, Maryland, 2010 to 2011

- ▶ Provided oversight and training for Maintenance Managers for multiple locations
- ▶ Maintained fleet of 166 vehicles, including cutaways via Crown Victoria's
- ▶ Managed team of 11 Mechanics, four Foremen, and Parts Clerk, outside utility
- ▶ Trained new staff to assume positions including Maintenance Manager and served as technical advisor to Mechanics
- ▶ Schedule vehicles for necessary services, cleaning, and bodywork as needed
- ▶ Managed budgeting and inventory control for the contract

Maintenance Manager – TARC, Kentucky, 2008 to 2010

Maintenance Manager – NYC MTA, New York, 2007 to 2008

Firestone/Greensburg Tire, Inc., Greensburg, KY, 2006 to 2007

Assistant Manager, Master Shop Technician

Pep Boys Automotive, Louisville, KY, 2005 to 2006

Master ASE Automotive Technician

Bux-Mont Transportation Services, Willow Grove, PA, 1997 to 2005

Maintenance Manager



Education

Arkansas State University, Newport, AK

Professional Driver Training



MTM

Transit



Certifications & Training

- ▶ ASE CERTIFIED MASTER AUTO TECHNICIAN A1 – A9 (Active)
- ▶ ASE CERTIFIED MASTER MED & HD TRUCK T1 – T7 (Active)
- ▶ ASE CERTIFIED L1 ADVANCED ENGINE DIAGNOSIS (Renewal)
- ▶ ASE CERTIFIED L2 ELECTRONIC DIESEL DIAGNOSIS (Renewal)
- ▶ ASE CERTIFIED F1 CNG VEHICLES TECHNICIAN (Active)
- ▶ ASE CERTIFIED MASTER CERTIFIED SCHOOL BUS (Active)
- ▶ ASE CERTIFIED MASTER TRANSIT BUS H1 – H7 (Active)
- ▶ ASE CERTIFIED X1 UNDCAR SPECIALIST (Active)
- ▶ State of PA Class 7 inspection and emissions repair Tech Certified
- ▶ Texas RR Commission Management level CNG Repair/Installer Certified
- ▶ CDL Licensed Class A with P, T, & N Endorsements
- ▶ Accu-turn Certified Alignment Technician
- ▶ VMM Certified Maintenance Manager
- ▶ Braun & Ricon Wheel Chair Lift Certificate
- ▶ Ford Web Based Training Certificates (Multiples)
- ▶ MACS worldwide Air-conditioning License
- ▶ Keystone AAA Emergency Road service Technician





Brian Balogh
Chief Operating Officer of Transit



Experience

MTM Transit, Lake St. Louis, MO, 2015 to Present

Chief Operating Officer of Transit, 2018 to Present

- ▶ Directs all operations serving the transit market, including functional ADA eligibility assessments and travel training, quality assurance, paratransit operations, brokerage and subcontracted service, ADA call centers, and fixed route operations, including maintenance, reservations, scheduling and dispatch, and safety
- ▶ Collaborates with Regional Vice Presidents to ensure MTM Transit's performance aligns with all operational and financial contract requirements
- ▶ Regularly monitors contract reporting to ensure contract compliance and quality
- ▶ Leads an executive leadership team who provide direction and support to general managers and program directors throughout the nation

Vice President of Transit, 2016 to 2018

- ▶ Ensured contract and budget compliance and developed plans to meet or exceed financial goals of the client, such as increasing productivity due to increased efficiency, improvements in on-time performance, rider satisfaction, safety metrics, and maintenance reliability
- ▶ Worked in collaboration with operations, support departments, and transportation providers to ensure the most appropriate and cost-effective delivery of transportation services
- ▶ Monitored and managed implementations to ensure seamless transitions and uninterrupted service provision
- ▶ Assessed customer satisfaction to improve each operation

Director of Operations, 2015 to 2016

- ▶ Directed and coordinated the day-to-day activities of multiple internal departments
- ▶ Coordinated efforts of Community Outreach and Logistics team members and provided performance-driving leadership to Network Representatives to ensure success of multi-load efforts, provider/facility alignment, network adequacy, and superior service delivery, improving transportation quality and reducing costs
- ▶ Led Community Outreach team members to leverage facility outreach for better understanding of provider performance



Transit

Brian Balogh

Chief Operating Officer of Transit



Experience *(continued)*

MV Transportation, Chicago, IL, 2007 to 2015

Senior Regional Vice President

- ▶ Increased profitability of divisions through efficiency and organization with revenue exceeding \$85 million annually
- ▶ Maintained complete oversight and maintenance of fleets totaling 650 vehicles, as well as direct oversight of 20 divisions and over 24 individual contracts across five Midwest states providing paratransit, fixed route, and shuttle services
- ▶ Led development of division-level management and staff, as well as corporate support teams totaling more than 1,500 employees

Greyhound Lines, Inc., Chicago, IL, 1992 to 2007

District Manager, Field Operations

- ▶ Oversaw performance of nine terminal facilities, 110 commission agencies, 350 drivers, and 225 terminal employees in a 14-state area
- ▶ Recruited, selected, trained, and mentored managers and supervisors
- ▶ Developed initiatives to increase sales and reduce controllable expenses



Education

Cleveland State University, Cleveland, OH

Bachelor's Degree in Business Administration/Management and Labor Relations

- ▶ James J. Nance College of Business



Awards

- ▶ Named 2011 Regional Vice President of the year
- ▶ Nominated to the American Public Transportation Association (APTA) Leadership Program in 2012
- ▶ Active member of APTA and CALACT





Alaina Maciá

President and Chief Executive Officer (CEO)



Experience

Alaina is a visionary leader in the healthcare and transit industries, and she is passionate about reducing barriers to community and healthcare services through efficient transportation program design. Alaina is aligned with client goals and serves as an executive liaison for all contractual and operational matters. She is keenly aware that good structure and process delivers reliable and efficient services to all stakeholders, and she promotes this key tenet throughout MTM Transit.

MTM Transit, St. Louis, MO, 2009 to Present

President and CEO

- ▶ Oversees all operational, technological, and support departments
- ▶ Recruits high quality, industry-leading executives to work at MTM Transit, bringing successful practices with them
- ▶ Leads efforts to analyze and streamline current operational processes to enhance efficiency and scalability of operations
- ▶ Ensures MTM Transit meets contract deliverables by reviewing company-wide key performance indicators that drive the desired contract outcomes and requirements
- ▶ Focuses on delivering an enhanced rider experience by hiring the right people, ensuring reliable and efficient processes, and delivering accessible and efficient technology

Medical Transportation Management, Inc. (MTM), St. Louis, MO, 2003 to Present

President and CEO

- ▶ Oversaw MTM's growth from a \$30 million company to an organization generating nearly \$500 million in revenue annually, over 20% compounded annual growth rate
- ▶ Restructured organization personnel and physical locations to create higher efficiency and increase productivity, reducing the administrative cost of handling transportation services by over 50%
- ▶ Drives MTM to continually improve and generate significant savings, generally between 10 to 25% over previous costs
- ▶ Identifies technology strategy to enhance user experience through mobile ready application and portals driving more than 5% of interactions to the web, mobile application, or IVR application



MTM

Transit

Alaina Maciá

President and Chief Executive Officer (CEO)



Education

Olin School of Business, Washington University, St. Louis, MO

Master of Business Administration

- ▶ Emphasis in corporate strategy and finance
- ▶ Member of Delta Gamma Sigma (top 20% of class)

School of Engineering and Applied Science, Washington University, St. Louis, MO

Bachelor of Science in Biological Engineering, emphasis in Environmental Engineering

- ▶ Missouri Bright Flight and Academic Scholarship to Washington University



Additional Information

- ▶ Member of the Washington Institute for Public Health National Council
- ▶ Member of the YPO, a network of the world's most influential and innovative business leaders
- ▶ Sits on the St. Louis Regional Business Council, Co-Chairs the Workforce Development Committee
- ▶ St. Louis Business Journal Technology Executives of the Year List, 2018
- ▶ Mass Transit Magazine 40 Under 40 Award, 2014
- ▶ Ernst & Young Entrepreneur of the Year Award, 2014
- ▶ St. Louis Business Journal 40 Most Influential Business Women List, 2012
- ▶ St. Louis Business Journal 40 Under 40 Award, 2011
- ▶ St. Louis Business Journal 30 Under 30 Award, 2004



Transit

Cost Proposal



**City of Perrysburg
Contracted Transportation Services
Price Proposal Form**

Company Name

MTM Transit, LLC

A.

**ADA Paratransit Service/Dial-A-Ride Demand
Response Service (curb to curb)**

Rate per Hour

\$89.53 (Year 1)

B

**Dial-A-Ride Demand Response Service (curb to
curb)**

Rate per Hour

\$89.53 (Year 1)

Glennia Nacia

Signature of Authorized Official

Title

President and CEO

Date

6/8/2023

Contracted Transportation Services					
Bid Opening: June 8, 2023 at 2:00 pm					
		MTM Transit		RTW Management Inc	
Item	Quantity	Price	Extension	Price	Extension
Year 1 Pricing					
10 - Price per Hour of Service (ADA Paratransit Service) - Hour	1	\$89.53	\$89.53	\$107.33	\$107.33
20 - Price per Hour of Service (Dial-A-Ride Demand Response Service) - Hour	1	\$89.53	\$89.53	\$107.33	\$107.33
Year 2 Pricing					
30 - Price per Hour of Service (ADA Paratransit Service) - Hour	1	\$92.22	\$92.22	\$107.33	\$107.33
40 - Price per Hour of Service (Dial-A-Ride Demand Response Service) - Hour	1	\$92.22	\$92.22	\$107.33	\$107.33
Year 3 Pricing					
50 - Price per Hour of Service (ADA Paratransit Service) - Hour	1	\$94.98	\$94.98	\$107.33	\$107.33
60 - Price per Hour of Service (Dial-A-Ride Demand Response Service) - Hour	1	\$94.98	\$94.98	\$107.33	\$107.33
6 Items	Totals		\$179.06		\$214.66

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Resolution 67-2023

DATE: June 12, 2023



Subject Matter/Background

Resolution 67-2023 is to accept the donation from Perrysburgers in the amount of One Hundred Dollars (\$100.00), with these funds to be used to procure the supplies for Safety Town.

This resolution was approved by the Finance Committee 2-0 to forward to City Council.

Financial Review

There is no funding needed for this resolution.

Legal Review

This resolution has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion to suspend the three readings, waive the rules, and authorize this Resolution as an Emergency is recommended.

RESOLUTION 67-2023

A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT THE FUNDS DONATED BY PERRYSBURGERS FOR SAFETY TOWN SUPPLIES; AND DECLARING AN EMERGENCY

WHEREAS, PerrysBurgers had identified a community need for supplies to be utilized by the Safety Town program; and,

WHEREAS, PerrysBurgers has made a financial donation to the City to provide supplies for the Safety Town program;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. The Mayor is hereby authorized to accept the donation from PerrysBurgers in the amount of One Hundred Dollars and Zero Cents (\$100.00), with these funds to be used to procure the Safety Town supplies.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio; and so that the donation can be accepted; this Resolution shall be in full force and effect from and immediately after its passage and approval by the Mayor.

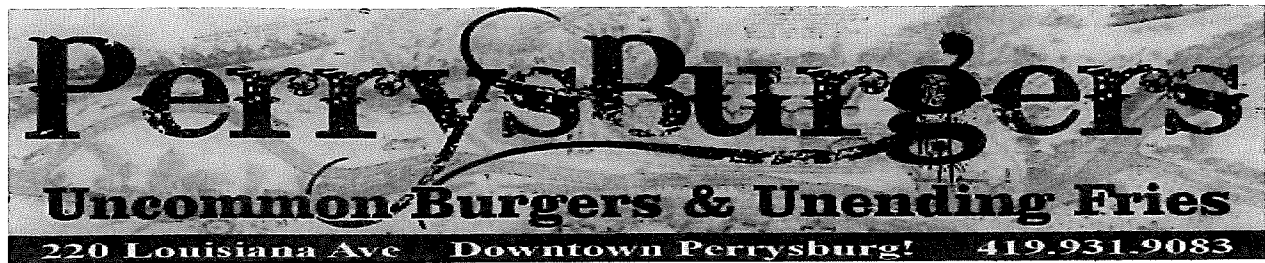
President of Council

Mayor

PASSED: _____

ATTEST: _____

APPROVED: _____



Congratulations!

Safety Town with the City of Perrysburg is being awarded a \$100.00 donation from our Charitable Choice program at PerrysBurgers for the month of April, 2023.

The program allows the customers at PerrysBurgers to vote for the charity of their choice. Each month, three different charities are chosen to participate. Stop in and check out what charities are on board for May.

Thanks for your participation!

Patti Tudor *Patti Tudor*

Joshua Jaworski

Erin Jaworski

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Ordinance 22-2023

DATE: June 16, 2023



Subject Matter/Background

Ordinance 22-2023 amends ORD 56-2023, previously amended by ORD 1-2023, to appropriate \$5,950 to the Sculpture Walk.

Financial Review

Funding for this appropriation is available through Account 1110-41650-53408

Legal Review

This Ordinance has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion to suspend the three readings, waive the rules, and authorize this Ordinance as an Emergency is recommended.

ORDINANCE 22-2023

AMENDING ORDINANCE 56-2022 TO AMEND APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE YEAR ENDING DECEMBER 31, 2023 AND DECLARING AN EMERGENCY

WHEREAS, to provide for current expenses and other expenditures for the fiscal year ending December 31, 2023, the City of Perrysburg, Ohio, approved the 2023 city budget pursuant to Ordinance 56-2022 and subsequently amended by Ordinance 1-2023; and,

WHEREAS, it has been determined by the Mayor and Director of Finance that certain amendments should be made to the revenues, expenditures, and appropriations described in the approved 2023 budget for the City of Perrysburg, Wood County, Ohio; and,

WHEREAS, in order to reflect appropriate adjustments to the budget and otherwise provide for necessary appropriations, it is reasonable and appropriate to amend Ordinance 56-2022.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. To provide for current expenses and other expenditures for the City of Perrysburg, Ohio, during the fiscal year ending December 31, 2023, sums are set aside and appropriated as stated in Exhibit A attached hereto.

SECTION 2. To the extent the sums set aside and appropriated as stated in Exhibit A change those stated in Ordinance 56-2022, that ordinance is amended.

SECTION 3. The Director of Finance is authorized to draw his warrant upon the City Treasury in the amount appropriated and for the purposes stated in this Ordinance upon receiving the proper certificates and vouchers therefore, approved by the officer authorized by law to approve the same or authorized by an ordinance or resolution of Council to make the expenditure.

SECTION 4. The Mayor and Director of Finance are authorized to enter into contracts in accordance with the laws of the State of Ohio and the Charter, ordinances, and resolutions of the City of Perrysburg, Ohio.

SECTION 5. It is found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 6. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio, in order to ensure that such appropriations, powers, and duties within the annual budget shall be in effect immediately, and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED: _____

ATTEST: _____

APPROVED: _____

Exhibit A

Fund	Department	Account	Adjustment Amount
1110 General	Recreation	1110-41650-53408	\$5,950.00

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler

RE: Resolution 69-2023

DATE: June 20, 2023



Subject Matter/Background

A Resolution amending Resolution 9-2022, previously amended by Resolution 100-2022 authorizing the purchase of one new vehicle for the Fire Division.

On February 1, 2022, City Council approved Resolution 9-2022, authorizing the Fire Division to purchase one 2022 Ford Police Interceptor Utility Hybrid vehicle at a cost \$37,959.35, through Montrose Ford in Akron, Ohio. This new vehicle would have replaced a 2008 Ford Crown Victoria Fire Utility Vehicle.

On October 20, 2022, the Fire Division was notified that Ford was canceling the vehicle order due to not being able to meet the demand. The Fire Division can obtain a 2023 model vehicle at an increased cost of \$7,070.50.

The price increase for the vehicle reflected the current price under state bid contract.

On December 6, 2022 the City of Perrysburg passed Resolution 100-2022 authoring the execution of an Amended Agreement with Montrose Ford for the purchase of a 2023 Ford Police Interceptor Utility Hybrid vehicle in an amount not to exceed an additional Seven Thousand Seventy Dollars Fifty Cents (\$7,070.50) for a total not to exceed of Forty-Five Thousand Twenty-Nine Dollars and Eighty-Five Cents (\$45,029.85).

The Fire Division was notified again that Ford was canceling the vehicle order due to not being able to meet the demand.

The Fire Division was recently notified by Montrose Ford that a vehicle was available, but it did not comply with the original Resolutions as it was not a Hybrid vehicle. The purchase price would not exceed the price set in Resolution 100-2022.

This Resolution amends the original Resolution, previously amended by Resolution 100-2022, to allow for the purchase of the 2023 Ford Police Interceptor Utility vehicle instead of the 2023 Ford Police Interceptor Utility Hybrid vehicle.

Safety Committee Chairman VanHoozen agreed to present this resolution directly to City Council since the purchase of vehicles has been a constant issue and time is of the essence in proceeding with vehicle purchases.

Financial Review

The funding is available in the 2022 budget line item 1110.21233.55299.

Recommendation

If City Council is in agreement, a motion to suspend the three readings, waive the rules, and authorize this Resolution as an Emergency is recommended.

RESOLUTION 69-2023

A RESOLUTION AMENDING RESOLUTION 9-2022, PREVIOUSLY AMENDED BY RESOLUTION 100-2022, AND AUTHORIZING CHANGE ORDER TO THE AGREEMENT FOR THE PURCHASE OF ONE 2023 FORD POLICE INTERCEPTOR UTILITY VEHICLE; AND DECLARING AN EMERGENCY

WHEREAS, on February 1, 2022 the City of Perrysburg passed Resolution 9-2022 authorizing the purchase of one 2022 Ford Police Interceptor Utility Hybrid vehicle; and,

WHEREAS, on December 6, 2022 the City of Perrysburg passed Resolution 100-2022 authorizing the execution of an Amended Agreement with Montrose Ford for the purchase of a 2023 Ford Police Interceptor Utility Hybrid vehicle in an amount not to exceed an additional Seven Thousand Seventy Dollars Fifty Cents (\$7,070.50) for a total not to exceed of Forty-Five Thousand Twenty-Nine Dollars and Eighty-Five Cents (\$45,029.85); and,

WHEREAS, that agreement specified that the vehicle to be purchased was a 2023 Ford Police Interceptor Utility Hybrid vehicle; and,

WHEREAS, Ford has been unable to meet demand for new vehicles across the state and has cancelled a large number of outstanding orders, and the Fire Division is still in need of a new vehicle; and,

WHEREAS, it is deemed necessary to amend the Resolution to allow for the purchase of a 2023 Ford Police Interceptor Utility Vehicle instead of a 2023 Ford Police Interceptor Utility Hybrid vehicle; and,

WHEREAS, the purchase of the 2023 Ford Police Interceptor Utility Vehicle shall be for an amount not to exceed Forty-Five Thousand Twenty-Nine Dollars and Eighty-Five Cents (\$45,029.85).

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. City Council authorizes this amendment to the original resolution; and, the Mayor and Director of Finance are authorized to execute an Amended Agreement with Montrose Ford for the purchase of one 2023 Ford Police Interceptor Utility vehicle in an amount not to exceed Forty-Five Thousand Twenty-Nine Dollars and Eighty-Five Cents (\$45,029.85) as outlined in the quote attached hereto and incorporated herein as Exhibit A.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio, in order to ensure the pricing of this new vehicle and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

2023 POLICE EXPLORER		
Order No:	X834	FIN# QD868
PERRYSBURG FIRE (CHIEF CAR)		
CURRENT STATE CONTRACT UNIT IS FOR A 2023 BLACK PIU HYBRID WITH KEYLESS ENTRY (FOBS) AND DS SPOT ONLY		

99W .3.3L HYBRID	CHANGED
44B .10 SP MOD HYBRD	CHANGED
425 50 STATE EMISS	
51R DRV LED SPT LMP UNITY BRAND	REMOVED
55F KEYLESS - 4 FOB	

\$	42,936.00
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****ALL FORD FACTORY LIGHTING COMES STANDARD AS RED/BLUE** THIS SECTION IS FOR ALL OTHER COLOR OPTIONS****

[illegible][illegible]

ADDITIONAL BID ITEM QUOTED TO STATE (WILL + OR - TO ABOVE AMOUNT)			
ADDL KEY (COMES WITH 4 ALREADY)	DLR	\$ 339.00	
WHEEL COVER (grey hubcaps)	65L	\$ 59.00	
3.3L V6 GAS Flex Fuel	99B/44U	\$ (2,200.00)	\$ (2,200.00)
3.0L V6 ECOBOOST	99C/44U	\$ 1,388.00	
REAR LOCKS INOP	68G	\$ 74.00	
REAR HNDLS INOP	68G-1	\$ 74.00	
REAR WINDOWS INOP	68G-2	\$ 74.00	
HEATED MIRRORS	549	\$ 59.00	\$ 59.00
CARPET	16C	\$ 124.00	\$ 124.00
RED/WHT DOME IN CARGO	17T	\$ 49.00	\$ 49.00
PER. ANTI-THEFT (req. 55F)	593	\$ 674.00	\$ 674.00
REMOVE KEYLESS ENTRY (DELETES FOBs)	RMV	\$ -	
REAR CONSOLE PLATE FOR WIRE CHASE	85R	\$ 44.00	
GRIL LED LGHTS/SIREN/SPKR PRE-WIRE	60A	\$ 59.00	\$ 59.00
REAR LIGHT - BLUE/BLUE FOR CARGO	66C & Z17	\$ 659.00	
MINIMUM DELIVERY CHARGE	DLR	\$ 300.00	\$ 300.00
IF GREATER THAN MINIMUM CHARGE (round trip miles X \$0.36)		\$0.36 PER MILE	
TITLE FEE	DLR	\$ 15.00	\$ 15.00
TEMP TAGS	DLR	\$ 19.50	

Derek Powers
Fleet/Gvmt. Sales Mgr.
Montrose Ford

TOTAL OF STATE CONTRACT UNIT W/ ADDED ADDL. BID ITEMS FROM ABOVE	\$ 42,016.00
TOTAL FOR UPFIT PROVIDED VIA MONTROSE FORD (IF REQUESTED)	\$ -
TOTAL FOR EXT WARRANTY (IF REQUESTED)	\$ -
TOTAL FOR CUSTOMER ADDED OPTIONS - NOT QUOTED TO THE STATE	\$ 644.78
TOTAL FOR CUSTOMER ADDED FORD FACTORY VSO LIGHTING OPTIONS	\$0.00
TOTAL FOR SINGLE UNIT QUOTED / ORDERED	\$ 42,660.78
1 unit/s requested	\$ 42,660.78

1 unit/s requested

\$	42,660,78
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Date:

CODE	DESCRIPTION
65U	Interior Upgrade Pkg
76R	Reverse Sensing System
87R	Rear View Camera (mirror display)

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler

RE: Resolution 70-2023

DATE: June 20, 2023



Subject Matter/Background

A Resolution authorizing the Mayor and Director of Finance to enter into a Purchase Agreement with Montrose Ford for the purchase of Two (2) 2023 Ford Police Interceptor Utility vehicles at a total cost not to exceed Eighty-Four Thousand Five Hundred Sixteen Dollars and Eighty Cents (\$84,516.80).

The Police Division is in need of two new vehicles and Ford has been unable to meet the demand for said vehicles, causing undue delay in the procurement of new police vehicles.

These two new vehicles will be additional vehicles necessary for the daily operations of the Police Division.

The price for each vehicle under the current state bid contract is Forty-Two Thousand Nine Hundred Thirty-Six Dollars and Zero Cents (\$42,936.00). The price through Montrose Ford is Forty-Two Thousand Eight Hundred Forty-Nine Dollars and Seventy-Six Cents (\$42,849.76) for one vehicle and Forty-One Thousand Six Hundred Sixty-Seven Dollars and Four Cents (\$41,667.04) for the other vehicle and in accordance with Ohio Revised Code 125.04(C), the City is able to purchase these two vehicles from Montrose Ford upon equivalent terms, conditions, and specifications but at a lower price than it can through State Term Contract RSI010770. Montrose is meeting the terms of the state term contract and beating the price.

Safety Committee Chairman VanHoozen agreed to present this resolution directly to City Council since the purchase of vehicles has been a constant issue and time is of the essence in proceeding with vehicle purchases.

Financial Review

The funding is available in the 2023 budget line item 4403-21232-55600.

Recommendation

If City Council is in agreement, a motion to suspend the three readings, waive the rules, and authorize this Resolution as an Emergency is recommended.

RESOLUTION 70-2023

A RESOLUTION AUTHORIZING A PURCHASE AGREEMENT WITH MONTROSE FORD NOT TO EXCEED EIGHTY-FOUR THOUSAND FIVE HUNDRED SIXTEEN DOLLARS AND EIGHTY CENTS (\$84,516.80) FOR THE PURCHASE OF TWO 2023 FORD POLICE INTERCEPTOR UTILITY VEHICLES FOR THE PERRYSBURG POLICE DIVISION; AND DECLARING AN EMERGENCY

WHEREAS, the Police Division is in need of two new vehicles; and,

WHEREAS, these two new vehicles will be additional vehicles necessary for the daily operation of the Police Division; and,

WHEREAS, the price for each vehicle under the current state bid contract is Forty-Two Thousand Nine Hundred Thirty-Six Dollars and Zero Cents (\$42,936.00). The price through Montrose Ford is Forty-Two Thousand Eight Hundred Forty-Nine Dollars and Seventy-Six Cents (\$42,849.76) for one vehicle and Forty-One Thousand Six Hundred Sixty-Seven Dollars and Four Cents (\$41,667.04) for the other vehicle; and,

WHEREAS, in accordance with Ohio Revised Code 125.04(C), the City is able to purchase these two vehicles from Montrose Ford upon equivalent terms, conditions, and specifications but at a lower price than it can through State Term Contract RSI010770; and,

WHEREAS, Montrose Ford is providing the City with equivalent terms, conditions, and specifications set forth in State Term Contract RSI010770; and

WHEREAS, the total cost for the two vehicles is Eighty-Four Thousand Five Hundred Sixteen Dollars and Eighty Cents (\$84,516.80), which is a lower price than the City would be able to purchase the vehicles through State Term Contract RSI010770.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. The Council hereby authorizes the Mayor and Director of Finance to enter into a Purchase Agreement with Montrose Ford for the purchase of Two 2023 Ford Police Interceptor Utility vehicles at a total cost not to exceed Eighty-Four Thousand Five Hundred Sixteen Dollars and Eighty Cents (\$84,516.80), as outlined in the quote attached hereto and incorporated herein as Exhibit A.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio, as an emergency measure will permit the Division of Police to take the necessary steps to order the vehicles and utilize them in the fleet as soon as possible, and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

Order No:	K813	2023 POLICE EXPLORER PERRYSBURG PD (PATROL)	FIN# QD868
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*****PLEASE NOTE: COLOR, MOTOR AND OPTIONS CAN ALL BE CHANGED TO SUIT YOUR NEEDS*****

STATE CONTRACT BID. THIS AMOUNT IS FOR THE ABOVE LISTED UNIT ONLY. ANY CHANGES (ADDING OR REMOVING OPTIONS) MADE BELOW WILL INCREASE OR DECREASE THE AMOUNT OF THE UNIT.

\$	42,936.00
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****ALL FORD FACTORY LIGHTING COMES STANDARD AS RED/BLUE** THIS SECTION IS FOR ALL OTHER COLOR OPTIONS****

ADDITIONAL BID ITEM QUOTED TO STATE (WILL + OR - TO ABOVE AMOUNT)			
ADDL KEY (COMES WITH 4 ALREADY)	DLR	\$ 339.00	
WHEEL COVER (grey hubcaps)	65L	\$ 59.00	
3.3L V6 GAS Flex Fuel	99B/44U	\$ (2,200.00)	\$ (2,200.00)
3.0L V6 ECOBOOST	99C/44U	\$ 1,388.00	
REAR LOCKS INOP	68G	\$ 74.00	\$ 74.00
REAR HNDLS INOP	68G-1	\$ 74.00	\$ 74.00
REAR WINDOWS INOP	68G-2	\$ 74.00	\$ 74.00
HEATED MIRRORS	549	\$ 59.00	\$ 59.00
CARPET	16C	\$ 124.00	
RED/WHT DOME IN CARGO	17T	\$ 49.00	\$ 49.00
PER. ANTI-THEFT (req. 55F)	593	\$ 674.00	
REMOVE KEYLESS ENTRY (DELETES FOBs)	RMV	\$ -	\$ -
REAR CONSOLE PLATE FOR WIRE CHASE	85R	\$ 44.00	\$ 44.00
GRIL LED LGHTS/SIREN/SPKR PRE-WIRE	60A	\$ 59.00	\$ 59.00
REAR LIGHT - BLUE/BLUE FOR CARGO	66C & Z17	\$ 659.00	\$ 659.00
MINIMUM DELIVERY CHARGE	DLR	\$ 300.00	\$ 300.00
IF GREATER THAN MINIMUM CHARGE (round trip miles X \$0.36)		\$0.36 PER MILE	
TITLE FEE	DLR	\$ 15.00	\$ 15.00
TEMP TAGS	DLR	\$ 19.50	

TOTAL OF STATE CONTRACT UNIT W/ ADDED ADDL. BID ITEMS FROM ABOVE	\$ 42,143.00
TOTAL FOR CHROME CENTER CAPS PROVIDED VIA MONTROSE FORD	\$ 362.74
TOTAL FOR EXT WARRANTY (IF REQUESTED)	\$ -
TOTAL FOR CUSTOMER ADDED OPTIONS - NOT QUOTED TO THE STATE	\$ 296.64
TOTAL FOR CUSTOMER ADDED FORD FACTORY VSO LIGHTING OPTIONS	\$47.38
TOTAL FOR SINGLE UNIT QUOTED / ORDERED	\$ 42,849.76
1 unit/s requested	\$ 42,849.76

1 unit/s requested

\$ 42,849.76

Date:

CODE	DESCRIPTION
19V	Rear Camera On-Demand
43D	Dark Car Feature
59B	Keyed Alike – 1284x
87R	Rear View Camera (mirror display)

Order No:	X144	2023 POLICE EXPLORER <u>PERRYSBURG PD (PATROL)</u>	FIN# QD868
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*****PLEASE NOTE: COLOR, MOTOR AND OPTIONS CAN ALL BE CHANGED TO SUIT YOUR NEEDS*****

99W .3.3L HYBRID	CHANGED
44B .10-SP MOD HYBRD	CHANGED
425 50 STATE EMISS	
51R DRV LED SPT LMP UNITY BRAND	
55F KEYLESS - 4 FOB	

\$ 42,936.00

****ALL FORD FACTORY LIGHTING COMES STANDARD AS RED/BLUE** THIS SECTION IS FOR ALL OTHER COLOR OPTIONS****

ADDITIONAL BID ITEM QUOTED TO STATE (WILL + OR - TO ABOVE AMOUNT)			
ADDL KEY (COMES WITH 4 ALREADY)	DLR	\$ 339.00	
WHEEL COVER (grey hubcaps)	65L	\$ 59.00	
3.3L V6 GAS Flex Fuel	99B/44U	\$ (2,200.00)	\$ (2,200.00)
3.0L V6 ECOBOOST	99C/44U	\$ 1,388.00	
REAR LOCKS INOP	68G	\$ 74.00	\$ 74.00
REAR HNDLS INOP	68G-1	\$ 74.00	\$ 74.00
REAR WINDOWS INOP	68G-2	\$ 74.00	\$ 74.00
HEATED MIRRORS	549	\$ 59.00	\$ 59.00
CARPET	16C	\$ 124.00	
RED/WHT DOME IN CARGO	17F	\$ 49.00	
PER. ANTI-THEFT (req. 55F)	593	\$ 674.00	
REMOVE KEYLESS ENTRY (DELETES FOBs)	RMV	\$ -	
REAR CONSOLE PLATE FOR WIRE CHASE	85R	\$ 44.00	
GRIL LED LGHTS/SIREN/SPKR PRE-WIRE	60A	\$ 59.00	\$ 59.00
REAR LIGHT BLUE/BLUE FOR CARGO	66C & Z17	\$ 659.00	
MINIMUM DELIVERY CHARGE	DLR	\$ 300.00	\$ 300.00
IF GREATER THAN MINIMUM CHARGE (round trip miles X \$0.36)		\$0.36 PER MILE	
TITLE FEE	DLR	\$ 15.00	\$ 15.00
TEMP TAGS	DLR	\$ 19.50	

TOTAL OF STATE CONTRACT UNIT W/ ADDED ADDL. BID ITEMS FROM ABOVE	\$ 41,391.00
TOTAL FOR UPFIT PROVIDED VIA MONTROSE FORD (IF REQUESTED)	\$ -
TOTAL FOR EXT WARRANTY (IF REQUESTED)	\$ -
TOTAL FOR CUSTOMER ADDED OPTIONS - NOT QUOTED TO THE STATE	\$ 276.04
TOTAL FOR CUSTOMER ADDED FORD FACTORY VSO LIGHTING OPTIONS	\$0.00
TOTAL FOR SINGLE UNIT QUOTED / ORDERED	\$ 41,667.04
1 unit/s requested	\$ 41,667.04

Date:

CODE	DESCRIPTION
43D	Dark Car Feature
47A	Police Engine Idle Feature
87R	Rear View Camera (mirror display)

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Ordinance 21-2023

DATE: May 12, 2023



Subject Matter/Background

Ordinance 21-2023 introduces City of Perrysburg, Ohio, Codified Ordinance 266.06-8, which codifies a new Pregnancy and Parental Leave policy. This policy was sent forward for discussion by the Personnel Committee and sets forth a more modern and inclusive Pregnancy and Parental Leave policy, which would be important to offer to employees in the pursuit of an equitable workplace, maintaining a quality personal and family life, helping the City to attract well qualified workers. The purpose of Pregnancy and Parental Leave is to promote work-life balance by providing time for parents to care for and bond with their newborn, newly-adopted, or newly-fostered child. This new policy grants up to 12 weeks of paid pregnancy and parental leave to full-time non-bargaining employees that have worked with the City for at least 1 year.

ORDINANCE 21-2023

ADDING CODIFIED ORDINANCE 266.06-8: PREGNANCY AND PARENTAL LEAVE TO THE CITY OF PERRYSBURG PERSONNEL CODE

WHEREAS, City of Perrysburg, Ohio, Codified Ordinance 266.09-2 explains Parental Bonding Leave; and,

WHEREAS, City of Perrysburg, Ohio, Codified Ordinance 266.06-8 explains the new Pregnancy and Parental Leave policy; and,

WHEREAS, this Council believes that this more modern and inclusive Pregnancy and Parental Leave policy is important to offer to employees in the pursuit of an equitable workplace and this policy will help the City attract well qualified workers; and,

WHEREAS, as part of its efforts to foster a workplace in which professional success can be achieved while maintaining a quality personal and family life, the City of Perrysburg, Ohio would like to provide further support to employees and their families with leave opportunities for new parents. The purpose of Pregnancy and Parental Leave is to promote work-life balance by providing time for parents to care for and bond with their newborn, newly-adopted, or newly-fostered child.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. Codified Ordinance 266.06-8 shall read:

A. For purposes of this section and all other references in this section to “health care professional” OR “licensed health care professional” the term shall mean physician, psychologist, psychiatrist, and other licensed to administer health care independently or under the direction of a physician.

For the purpose of this section, the term "qualifying event" means the birth of a child or the adoption or foster care placement of a child who is less than six years of age. Adoption of a stepchild is not a qualifying event.

Pregnancy and Parental Leave does not reduce the employee's accrued time under any other City paid leave program (such as sick, personal or vacation). An employee

on Pregnancy and Parental Leave will continue to accrue sick leave and vacation leave at their regular rate.

Any holiday occurring during Pregnancy and Parental Leave period shall be counted as part of the Pregnancy and Parental Leave and paid as such.

If both parents are eligible for Pregnancy and Parental Leave under this policy, they may choose to take the Pregnancy and Parental Leave concurrently or consecutively.

B. Beginning January 1, 2024 all non-bargained full-time employees who have been employed by the City for one (1) year or more and who have worked at least 1250 hours within the previous twelve (12) month period may qualify for Pregnancy and Parental Leave in the event that they are currently pregnant and/or immediately following the qualifying event by such employee and/or their legal spouse according to the following table:

<i>QUALIFYING EVENT ON OR AFTER</i>	<i>QUANTITY OF PAID TIME OFF</i>
January 1, 2024	Up to twenty (20) eight (8) hour shifts
January 1, 2025	Up to thirty (30) eight (8) hour shifts
January 1, 2026	Up to forty (40) eight (8) hour shifts
January 1, 2027	Up to fifty (50) eight (8) hour shifts
January 1, 2028	Up to sixty (60) eight (8) hour shifts

For purposes of this section all paid time off shall run during consecutive shifts until exhausted.

C. Pregnancy and Parental Leave will run concurrently with the employee's available family medical leave (also known as FMLA leave). At the end of the Pregnancy and Parental Leave, the employee's remaining time off if applicable, will follow the procedures outlined in Section 266.06-1, 226.06-7, and 266.09-2.

D. An employee should make their request for Pregnancy and Parental Leave as soon as practicable to enable the City to make arrangements to cover their duties. In any event, it is the employee's responsibility to make the request at least four weeks before the first day of the Pregnancy and Parental Leave. Pregnancy and Parental Leave may be denied, if the request is made after that deadline.

The employee should request leave in writing and submit it to the office of human resources after consultation with their supervisor.

E. Pregnancy and Parental Leave may begin before the qualifying event if it is deemed medically necessary by a licensed health care professional or is required to

fulfill the requirements of the adoption or foster care placement. The office of human resources will require an employee requesting an early start to Pregnancy and Parental Leave to submit appropriate supporting documentation. The decision whether to allow Pregnancy and Parental Leave to begin early will be made in the sole discretion of the human resources manager or designee. Early Pregnancy and Parental Leave is subject to the rest of this policy.

SECTION 2. It is hereby found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Ordinance shall be in full force and effect at the earliest time permitted by law.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Resolution 68-2023

DATE: June 16, 2023



Subject Matter/Background

Resolution 68-2023 approving the draft amended adopted Wood County Solid Waste Management Plan. The development of the solid waste plan is a requirement of Ohio law. Every solid waste management district in Ohio must periodically update their solid waste management plan and submit it to each political subdivision to be ratified. Ratification occurs when city/village councils and township trustees representing 60% of a district's population, including its largest city and the legislative authority of the county, vote to approve the plan. If a district's plan is not ratified, the Ohio EPA will prepare the plan and order it to be implemented. This fact sheet provides general information about the Draft Amended Wood County Solid Waste Management Plan ("Plan Update") which is now out for ratification.

The Plan Update was prepared by the Wood County Solid Waste Management District Policy Committee in conjunction with District staff. This Plan Update complies with the Ohio EPA required format and contains 6 chapters and 24 appendices. It describes the waste management methods to be used in the upcoming planning period (2023-2039) and details how the nine required waste reduction and recycling goals established in the State Solid Waste Management Plan will be achieved. It also describes how the Plan will be implemented by the Wood County Solid Waste Management District.

Key Information in the Plan Update

- Wood County Solid Waste Management District is a single county district.
- The plan covers a planning period of sixteen years (2023-2039) with 2020 as the reference year. The plan must be updated every five years.
- There are two landfills located in Wood County, both of which have sufficient capacity to provide continued waste disposal services over the planning period. Several facilities in nearby counties also have significant disposal capacity.
- The plan describes current and future recycling activities, and programs, including services and programs for the residential, commercial, and industrial sector.
- The District will continue to provide recycling opportunities to over 80% of the county's residential population and will ensure adequate recycling opportunities for commercial generators.
- The District will continue maintaining a website, a comprehensive resource guide, and an inventory of available recycling infrastructure.
- The District employs a Recycling Outreach Coordinator who will provide education, outreach, marketing and technical assistance regarding reduction, recycling, composting, reuse, and other alternative waste management methods to identified target audiences using best practices. A key upcoming program is the development of a marketing campaign to reduce contamination at the District's drop-off recycling sites.

- The District will continue to provide strategies and identify recycling opportunities for managing scrap tires, yard waste, lead-acid batteries, household hazardous waste and obsolete/end-of-life electronics.
- The District will maintain its facility designation and rulemaking authority. Currently, the District has 13 designation agreements with facilities that receive Wood County waste. The designation contract fee is \$2 per ton for municipal solid waste.
- District disposal fees will remain the same at \$2.00 per ton for in-county waste, \$4.00 per ton for out-of-county waste, and \$2.00 per ton for out-of-state waste.

Financial Review

There is no funding needed for this resolution.

Legal Review

This resolution has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion to suspend the three readings, waive the rules, and authorize this Resolution as an Emergency is recommended.

RESOLUTION 68-2023

**CITY OF PERRYSBURG
RESOLUTION APPROVING THE DRAFT AMENDED
WOOD COUNTY SOLID WASTE MANAGEMENT PLAN; AND DECLARING AN
EMERGENCY**

WHEREAS, House Bill 592, effective June 24, 1988, established statewide goals for the sound management of solid waste generated within the State of Ohio; and

WHEREAS, Ohio Revised Code Section 3734.52 requires each county to establish or to participate with other counties to establish a solid waste management district in order to prepare, adopt, submit, and implement a solid waste management plan to provide for the safe and sanitary management of solid waste; and

WHEREAS, the Board of County Commissioners established the single-county Wood County Solid Waste Management District (“District”); and

WHEREAS, pursuant to Ohio Revised Code Section 3734.54, the Board of Commissioners established and convened a Wood County Solid Waste Management District Policy Committee (“Policy Committee”) to prepare the initial solid waste management plan for the District and periodic updates to the plan; and

WHEREAS, the Policy Committee recently prepared a required 5-year plan update of the Wood County Solid Waste Management Plan; and

WHEREAS, on April 3, 2023, the Policy Committee adopted the Draft Amended Wood County Solid Waste Management Plan (“Plan Update”), in accordance with Ohio Revised Code Sections 3734.53, 3734.54 and 3734.55; and

WHEREAS, the Plan Update provides Wood County assurance of proper solid waste management and disposal capacity for a minimum period of fifteen (15) years, documents reference year data to measure progress toward state required waste reduction and recycling goals, and establishes strategies to meet these waste reduction and recycling goals through education and outreach, marketing, and programming; and

WHEREAS, the District must obtain approval of the Plan Update from the Board of County Commissioners, the legislative authority of the municipality having the largest population within the County, and the legislative authorities of a combination of municipal corporations and townships with a combined population within Wood County comprising at least sixty percent (60%) of the total population of Wood County; and

WHEREAS, upon such approval, the Policy Committee shall by resolution declare the Plan Update ratified in accordance with Ohio Revised Code Section 3734.55 and submit the Plan Update to the director of the Ohio Environmental Protection Agency for review and approval; and

WHEREAS, the City of Perrysburg having considered the Plan Update, finds that it represents an appropriate means of achieving the required state solid waste management goals.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Council of the City of Perrysburg, having met in session on June 20, 2023, hereby approves the Draft Amended Wood County Solid Waste Management Plan, as adopted by the Wood County Solid Waste Management District Policy Committee.
2. The Clerk is hereby directed to deliver a certified copy of this resolution to the Wood County Solid Waste Management District, ATTN: Dan Scherger, One Courthouse Square, 5th Floor, Bowling Green, OH 43402.
3. It is found that all formal actions of this Council concerning and relating to the adoption of this resolution were adopted in an open meeting of this Council, and that all deliberations of this Board were in meetings open to the public and in compliance with the law, including Ohio Revised Code Section 121.22.
4. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the residents of the City of Perrysburg, Wood County, Ohio and shall be in full force and effect from and immediately after its passage and approval by the Mayor

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____



WOOD COUNTY SOLID WASTE MANAGEMENT DISTRICT PLAN

REFERENCE YEAR: 2020
PLANNING PERIOD: 2023-2039

Draft Submittal Date: May 16, 2022
Final Submittal Date: TBD

Submitted by:

Wood County Solid Waste Management District
One Courthouse Square
Bowling Green, OH 43402

Prepared by:



219 S Erie Street
Toledo, Ohio 43604

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I SOLID WASTE MANAGEMENT DISTRICT INFORMATION

Table i-1 Solid Waste Management District Information

SWMD Name	Wood County Solid Waste Management District
Member Counties	Wood
Coordinator's Name (main contact)	Carri Stanley
Job Title	County Administrator
Street Address	One Courthouse Square
City, State, Zip Code	Bowling Green, OH 43402
Phone	419-354-9297
E-mail address	solidwastedistrict@woodcountyohio.gov
Webpage	www.recyclewoodcounty.org

Table i-2 Members of the Policy Committee/Board of Trustees

Member Name	Representing
Doris Herringshaw, Ed.D.	County Commissioners
Mike Aspacher	Municipal Corporations
Jim Rossow	Townships
Lana Glore	Health District
Lori Carson	Generators
Judy Hagen	Citizens
Nicki Kale	Public

Table i-3 Chairperson of the Policy Committee or Board of Trustees

Name	Doris Herringshaw, Ed.D.
Street Address	One Courthouse Square
City, State, Zip Code	Bowling Green, OH 43402
Phone	419-354-9100
Fax	419-354-1522
E-mail address	commissioners@woodcountyohio.gov

Table i-4 Board of County Commissioners/Board of Directors

Commissioner Name	County	Chairperson/President
Doris Herringshaw, Ed.D.	Wood County	Chairman

Technical Advisory Committee

Wood County did not establish or utilize a technical advisory committee to develop this plan update.

Plan Prepared By

Wood County Solid Waste Management District

Carri Stanley, County Administrator
Hannah Bumb, Recycling Outreach Coordinator
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CHAPTER 1 INTRODUCTION

Purpose

This chapter provides context for the SWMD's solid waste management plan by providing an overview of general characteristics of the SWMD. Characteristics discussed in this chapter include:

- The communities and political jurisdictions within the SWMD;
- The SWMD's population in the reference year and throughout the planning period;
- The available infrastructure for managing waste and recyclable materials within the SWMD;
- The commercial businesses and institutional entities located within the SWMD;
- The industrial businesses located within the SWMD; and
- Any other characteristics that are unique to the SWMD and affect waste management within the SWMD or provide challenges to the SWMD.

Understanding these characteristics helps the policy committee make decisions about the types of programs that will most effectively address the needs of residents, businesses, and other waste generators within the SWMD's jurisdiction.

Population distribution, density, and change affect the types of recycling opportunities that make sense for a particular community and for the SWMD as a whole.

The make-up of the commercial and industrial sectors within the SWMD influences the types of wastes generated and the types of programs the SWMD provides to assist those sectors with their recycling and waste reduction efforts.

Unique circumstances, such as hosting an amusement park, a large university, or a coal burning power plant present challenges, particularly for providing waste reduction and recycling programs.

The policy committee takes these characteristics in mind when developing its overall waste management strategy.

A. Brief Introduction to Solid Waste Planning in Ohio

In 1988, Ohio faced a combination of solid waste management problems, including rapidly declining disposal capacity at existing landfills, increasing quantities of waste being generated and disposed, environmental problems at many existing solid waste disposal facilities, and increasing quantities of waste being imported into Ohio from other states. These issues combined with Ohio's outdated and incomplete solid waste regulations caused Ohio's General Assembly to pass House Bill (H.B.) 592. H.B. 592 revised Ohio's outdated solid waste regulatory program and established a comprehensive solid waste planning process.

The three overriding purposes of this planning process are to:

- reduce the amount of waste Ohioans generate and dispose of;
- ensure that Ohio has adequate, protective capacity at landfills to dispose of its waste; and
- reduce Ohio's reliance on landfills.

B. Requirements of County and Joint Solid Waste Management Districts

1. Structure

Each of the 88 counties in Ohio must be in a solid waste management district (SWMD). The board of county commissioners form a SWMD through a resolution. A board of county commissioners has the option of forming a single county SWMD or joining with the board(s) of county commissioners from one or more other counties to form a multi-county SWMD. Ohio's 88 counties are organized into 52 SWMDs. Of these, 37 are single county SWMDs and 15 are multi-county.

A SWMD is governed by two bodies. The first is the board of directors which consists of the county commissioners from all counties in the SWMD. The second is a policy committee. The policy committee is responsible for developing a solid waste management plan for the SWMD. The board of directors is responsible for implementing the policy committee's solid waste management plan.

2. Solid Waste Management Plan

In its solid waste management plan, the policy committee must, among other things, demonstrate that the SWMD will have access to at least 10 years of landfill capacity to manage all the SWMD's solid wastes that will be disposed. The solid waste management plan must also show how the SWMD will meet the waste reduction and recycling goals established in Ohio's state solid waste management plan (state plan) and present a budget for implementing the solid waste management plan.

Ohio Revised Code (ORC) 3734.53 and Ohio Administrative Code (OAC) Rule 3745-27-90 specify the contents of a solid waste management plan. Ohio EPA prescribes a format (The District Solid Waste Management Plan Format) that details the information a plan must provide, and the way information is presented. This format is very similar in concept to a permit application for a solid waste landfill.

The policy committee begins by preparing a draft of the solid waste management plan. After completing the draft version, the policy committee submits the draft to Ohio EPA. Ohio EPA reviews the draft and provides the policy committee with comments. After revising the draft to address Ohio EPA's comments, the policy committee makes the plan available to the public for comment, holds a public hearing, and revises the plan as necessary to address the public's comments.

Next, the policy committee ratifies the plan. This gives the SWMD's communities the opportunity to approve or reject the draft plan. Once the plan is ratified, the policy

committee submits the ratified plan to Ohio EPA for review and approval or disapproval. From start to finish, preparing a solid waste management plan can take up to 33 months.

The policy committee submits periodic updates to its solid waste management plan to Ohio EPA. For an approved plan that covers a planning period of between 10 and 14 years, years, the policy committee must submit a revised plan by the third anniversary Ohio approved the SWMD's current plan. . For an approved plan that covers a planning period of 15 or more years, the policy committee must submit a revised plan to Ohio EPA within five years of the date the plan was approved.

C. District Overview

On June 24, 1988, the Wood County Board of Commissioners established a single county solid waste management district. Due to population requirements, the county was required to apply for an exemption for single county status, which was granted on February 17, 1989. The District includes the entirety of Wood County and is located in northwest Ohio. The District maintains an office in the Wood County Office Building, One Courthouse Square, 5th Floor, Bowling Green, Ohio.

The District is responsible for planning and implementing the policies and programs in the solid waste management plan. These programs are designed to increase waste reduction and recycling, as well as reduce the District's reliance on landfills. Targeted outreach and education are also key components of the District's overall strategy to motivate residents, businesses, and industries to reduce waste and recycle.

The District recently implemented a new permanent full-time residential recycling drop-off program. The program has twelve sites throughout the county and has been very popular with residents. The District contracts with a private provider for collection, transportation and processing of the materials. In 2020, the annual tonnage of recyclables collected increased by over 800% compared to the District's former part-time mobile trailer satellite program. The District also includes several communities with well-established, high performing curbside recycling programs. Altogether, the District has a robust, highly utilized residential recycling program.

D. Waste Reduction and Recycling Goals

As explained earlier, a SWMD must achieve goals established in the state solid waste management plan. The current state solid waste management plan is the *2020 Solid Waste Management Plan* (2020 State Plan).

The 2020 State Solid Waste Management Plan established ten total goals (nine of which are required) as follows:

1. Recycling Infrastructure - The SWMD shall ensure that there is adequate infrastructure to give residents and commercial businesses opportunities to recycle solid waste.
2. Waste Reduction and Recycling Rates - The SWMD shall reduce and recycle at least 25 percent of the solid waste generated by the residential/commercial sector.
3. Outreach and Education (Minimum Required) - The SWMD shall provide the following required programs: a web site; a comprehensive resource guide; an inventory of available infrastructure; and a speaker or presenter.
4. Outreach and Education - The SWMD shall provide education, outreach, marketing and technical assistance regarding reduction, recycling, composting, reuse and other alternative waste management methods to identified target audiences using best practices.
5. Industrial Programs and Services - The SWMD shall incorporate a strategic initiative for the industrial sector into its solid waste management plan.
6. Restricted Solid Wastes, Household Hazardous Waste (HHW) and Electronics - The SWMD shall provide strategies for managing scrap tires, yard waste, lead-acid batteries, household hazardous waste and obsolete/end-of-life electronic devices.
7. Economic Incentives - The SWMD shall explore how to incorporate economic incentives into source reduction and recycling programs.
8. Measure Greenhouse Gas Reduction - The SWMD will use U.S. EPA's Waste Reduction Model (WARM) (or an equivalent model) to evaluate the impact of recycling programs on reducing greenhouse gas emissions.
9. Market Development (optional) - The SWMD has the option of providing programs to develop markets for recyclable materials and the use of recycled-content materials.
10. Reporting - The SWMD shall report annually to Ohio EPA regarding implementation of the SWMD's solid waste management plan.

All required goals are crucial to furthering solid waste reduction and recycling in Ohio. However, the challenges posed by Goals 1 and 2 often mean SWMDs devote more resources to achieving those two goals than to the remaining goals. Thus, Goals 1 and 2 are the primary goals of the 2020 State Plan.

A SWMD is encouraged to devote resources to achieving both goals but is not required to demonstrate achieving both. Instead, SWMDs have the option of choosing either Goal 1 or Goal 2 for their solid waste management plans. This gives SWMDs two options for achieving Ohio's solid waste reduction and recycling goals. Many of the programs and

services that a SWMD uses to achieve Goal 1 help the SWMD make progress toward achieving Goal 2 and vice versa.

A SWMD's solid waste management plan will provide programs to meet up to eight of the goals. Goal 9 (market development) is an optional goal. Goal 10 requires submitting annual reports to Ohio EPA.

See Chapter 5 and Appendix I for descriptions of the programs the SWMD will use to achieve the nine required goals.

CHAPTER 2 DISTRICT PROFILE

Purpose

This chapter provides context for the SWMD's solid waste management plan by providing an overview of general characteristics of the SWMD. Characteristics discussed in this chapter include:

- The communities and political jurisdictions within the SWMD;
- The SWMD's population in the reference year and throughout the planning period;
- The available infrastructure for managing waste and recyclable materials within the SWMD;
- The commercial businesses and institutional entities located within the SWMD;
- The industrial businesses located within the SWMD; and
- Any other characteristics that are unique to the SWMD and affect waste management within the SWMD or provide challenges to the SWMD.

Understanding these characteristics helps the policy committee make decisions about the types of programs that will most effectively address the needs of residents, businesses, and other waste generators within the SWMD's jurisdiction.

Population distribution, density, and change affect the types of recycling opportunities that make sense for a particular community and for the SWMD as a whole.

The make-up of the commercial and industrial sectors within the SWMD influences the types of wastes generated and the types of programs the SWMD provides to assist those sectors with their recycling and waste reduction efforts.

Unique circumstances, such as hosting an amusement park, a large university, or a coal burning power plant present challenges, particularly for providing waste reduction and recycling programs.

The policy committee takes these characteristics in mind when developing its overall waste management strategy.



The Ohio Department of Development (ODOD) Office of Research provides data and analysis on the economic, industrial, demographic, and program trends of the state of Ohio, its businesses, and its people. The Office of Research also acts as the state government liaison to the U.S. Bureau of the Census and the U.S. Bureau of Economic Analysis. The Office of Research produces County Profiles, a geographic compilation of data for all 88 Ohio counties as well as a specific report on Ohio's Appalachian Region. Other available reports include Major Employers, Annual Exports, Gross State Product, Private Investment Survey, Industry Reports, and the County and City Population Estimates. These reports were used to help complete Chapter 2.

A. Profile of Political Jurisdictions

1. Counties in the Solid Waste Management District

The Solid Waste Management District is a single county district composed of Wood County and the local units of government within the county borders. There have been no changes in the configuration of the District since the original solid waste management plan was approved.

2. County Overview



Wood County is located in northwest Ohio with Lucas County to the north, Henry County and Putnam County to the west, Hancock County to the south, and Ottawa, Sandusky, and Seneca Counties to the east. Wood County covers approximately 619 square miles, and has 19 townships, 21 villages, and five cities. The county seat is the City of Bowling Green, which is the largest city in the county with a population of 30,808 in 2020. Wood County grew in population between 2010 and 2020 by approximately 5%, one of only a few Ohio counties with an overall increase.

The topography of the District can be described as predominantly flat, with approximately two feet of fall per mile. The District was once part of a vast swamp that extended into the State of Indiana. This swamp was known as the "Great Black Swamp," and served as a deterrent to the settlement of northwestern Ohio. The swamp underwent a massive drainage process in the late 1880s, and today little remains of the original swamp. The soils that emerged after the swamp was drained have turned out to be some of the most fertile in the state, and consequently agriculture is one of the largest industries in Wood County today.

B. Population

1. Reference Year Population

According to 2020 U.S. Census data released in August 2021, Wood County grew by 5.4 percent since the 2010 national headcount, bringing its population to 132,248.¹ Wood County was one of only 33 counties among the state's 88 counties that did not see a decline in population. Reference year population was taken from the ODO, Development Services Agency Office of Statistical Research (OSR).³ Since the ODO has not yet updated population projections using the 2020 Census data, this plan uses 2019 population projection information provided by ODO.²

Ohio law requires the entire population of a municipality located in more than one solid waste management district to be added to the solid waste management district containing the largest portion of the jurisdiction's population. The city of Fostoria straddles Wood, Hancock and Seneca counties, with the majority of the population located in Seneca County.³ As a result, this plan subtracts the population of the City of Fostoria from Wood County's overall population (see Appendix C).

Table 2-1 Population of District in the Reference Year (2020), 2010 and 2000

Name	% of Population in 2020	2020	2010	2000	% Change '10 to '20	% Change '00 to '10
Wood County		132,248	125,488	121,065	5.4%	3.7%
Adjustment - Fostoria city		131,156	124,450	120,223	5.1%	3.4%
Municipalities within the county						
Bairdstown village	0.1%	115	130	130	-11.5%	0.0%
Bloomdale village	0.5%	665	678	724	-1.9%	-6.4%
Bowling Green city	23.3%	30,808	30,028	29,636	2.6%	1.3%
Bradner village	0.7%	971	985	1,171	-1.4%	-15.9%
Custar village	0.1%	178	179	208	-0.6%	-13.9%
Cygnets village	0.4%	543	597	564	-9.0%	5.9%
Fostoria city (part)	0.8%	<u>1,092</u>	<u>1,038</u>	<u>842</u>	<u>5.2%</u>	<u>23.3%</u>
Grand Rapids village	0.7%	925	965	1,002	-4.1%	-3.7%
Haskins village	0.9%	1,245	1,188	638	4.8%	86.2%
Hoytville village	0.2%	220	303	296	-27.4%	2.4%
Jerry City village	0.3%	454	427	453	6.3%	-5.7%
Luckey village	0.8%	1,009	1,012	998	-0.3%	1.4%
Millbury village	0.9%	1,193	1,200	1,161	-0.6%	3.4%
Milton Center village	0.1%	137	144	195	-4.9%	-26.2%
North Baltimore village	2.5%	3,369	3,432	3,361	-1.8%	2.1%
Northwood city	3.9%	5,160	5,265	5,471	-2.0%	-3.8%
Pemberville village	1.0%	1,326	1,371	1,365	-3.3%	0.4%
Perrysburg city	18.9%	25,041	20,623	16,945	21.4%	21.7%
Portage village	0.3%	398	438	428	-9.1%	2.3%
Risingsun village	0.4%	541	606	620	-10.7%	-2.3%
Rossford city	4.8%	6,299	6,293	6,406	0.1%	-1.8%
Tontogany village	0.3%	387	367	364	5.4%	0.8%

¹ U.S. Census Bureau, 2010 Census Redistricting Data (Public Law 94-171) Summary File; 2020 Census Redistricting Data (Public Law 94-171) Summary File; 2020 county and Core Based Statistical Area (CBSA) gazetteer files; Office of Management and Budget, March 2020, Metropolitan and Micropolitan Statistical Area delineations

² Ohio Department of Development, Office of Research (2020). Wood County Profile. <https://devresearch.ohio.gov/files/research/C1088.pdf>

³ Ohio Department of Development, Office of Research. August 2021. Population Counts for Governmental Units: 2020, 2010, 2000. <https://devresearch.ohio.gov/files/research/P3008.pdf>

Name	% of Population in 2020	2020	2010	2000	% Change '10 to '20	% Change '00 to '10
Walbridge village	2.3%	3,011	3,019	2,546	-0.3%	18.6%
Wayne village	0.6%	841	887	842	-5.2%	5.3%
West Millgrove village	0.1%	131	174	78	-24.7%	123.1%
Weston village	1.1%	1,455	1,590	1,659	-8.5%	-4.2%
Balance of Wood County	33.8%	44,734	42,549	42,962	5.1%	-1.0%

Source: Ohio Department of Development, Office of Research. August 2021. Population Counts for Governmental Units: 2020, 2010, 2000.

<https://devresearch.ohio.gov/files/research/P3008.pdf>

Municipality is partially within Wood County; however, the majority of the population is located within another county

2. Population Distribution

As shown in Table 2-1, the City of Bowling Green, the county seat, has the largest municipal population of 30,808. Nearly a quarter of the county's population lives within the City of Bowling Green followed by the City of Perrysburg (19%), the City of Rossford (5%), and the City of Northwood (4%). Thirty-four percent of the population lives in unincorporated areas of the county.

The majority of the population is between 25-64 years old (57%) and the median age is 34.8 years. Of those 25 years and older, over 1/3 are high school graduates, nearly 20% have a bachelor's degree, and 14% have a master's degree or higher.²

Of the reported 30,852 family units (including Fostoria), 58% reported they have no children, 31% were married with children, and the remaining 11% reported single parent households. Nearly half of the families reported that both adults were in the labor force.

3. Population Change

As shown in Table 2-1, Wood County grew by 5.4% since the 2010 national headcount and is expected to continue to grow over the planning period. This outpaces the average state population increase of 2.3%. The City of Perrysburg experienced the most municipal growth with a 21% increase in population since 2000. Middleton Township population increased 26% and Perrysburg Township grew 8.5% between 2010 and 2020.⁴ The villages of Hoytville and West Millgrove experienced the greatest decrease from 2010 to 2020, both with nearly 25% decreases.

Table 2-1 shows that the population of Wood County is dynamic, with some areas experiencing significant growth while others have seen a large decrease in population. These trends should be considered during the planning period relative to recycling access.

4. Implications for Solid Waste Management

Wood County is one of the few Ohio counties in which population is expected to increase over the planning period, which has implications for solid waste management. While cities generally provide comprehensive trash and recycling services, many townships do not. As population growth increases, it is expected that there will be an increase in waste

⁴ Ohio Department of Development, Office of Research. August 2021. Population Counts for Governmental Units: 2020, 2010, 2000. <https://devresearch.ohio.gov/files/research/P3008.pdf>

disposal (and generation). Additionally, approximately 34% of the population of Wood County resides in rental housing. This is important for solid waste management planning because renters tend to be more mobile than homeowners and more challenging to engage with for purposes of education and outreach.

C. Profile of Commercial and Institutional Sector

"Commercial/Institutional Sector" includes businesses such as shopping centers, retail stores, grocery stores, theaters, gas stations, business offices, hotels, restaurants, and similar service establishments. Institutions include government and non-profit offices, schools, prisons, churches, parks, and similar organizations.

Based on the State of Ohio Office of Research, between 2013 and 2018, education/health services employment in the county increased 10.2%. There was also a large increase in average employment in the information field (101%).

Top commercial/institutional employers include Bowling Green State University, FedEx Ground, Owens Community College, Perrysburg Schools, Wood County Government, and Wood County Hospital Association.

D Profile of Industrial Sector

"Industrial Sector" includes manufacturing or industrial operations and includes, but is not limited to chemical, product and food manufacturing; iron/steel industry; pulp and paper industry; stone, glass, clay and concrete products; textile manufacturing; power generation; automobile manufacturing; and transportation equipment.

Historically, most manufacturing in Wood County has involved either the production of food, automotive parts and sub-assemblies, or machinery. However, Wood County has seen a diversification of its industrial tax base over the last several years. Alternative energy manufacturing has become an important part of Wood County's economy. In 2021, First Solar broke ground on a \$600 million dollar expansion to its solar panel manufacturing facility in Lake Township. A new float-glass production facility owned by NSG North America that makes specialty glass for the solar panel industry went into production in Troy Township. Several large warehousing/distribution facilities were built, including Fed Ex, Walgreens, Home Depot Warehouse, UPS Distribution, and Amazon Fulfillment Center. As the economic climate currently stands, Wood County is poised to see more capital investment and job creation.

Table 2-2 Top Ten Manufacturing Employers in Wood County (2022)⁵

Largest Manufacturing Employers	Approximate Employees
Amazon	4,000
Fed Ex	2,300
Magna International	2,200
First Solar	1,500
Home Depot	1,200
Walgreens	1,000
Chrysler	800
O-I Glass	700
NSG	550
Adient	500

Top sectors (by number of establishments) in the county include goods-producing sectors such as construction and manufacturing, as well as service producing sectors such as financial services and trade, transportation, and utilities. Between 2013 and 2018, the largest growth occurred in natural resource and mining (31%) and manufacturing (9.6%). The highest increases in average employment, however, were in construction (80%) and natural resources and mining (26.9%).

Figure 2-1 Number of Private Establishments from 2010 to 2021

By the end of 2020, there were an estimated 2,910 establishments within Wood County ⁶, defined as “an economic unit, such as a factory, mine, store, or office that produces goods or services. The economic unit is generally at a single location and is engaged predominantly in one type of economic activity. Where a single location encompasses two or more distinct activities, these are treated as separate establishments, if separate payroll records are available, and the various activities are classified under different industry codes.” As shown in Figure 2-1, there has been a steady increase of private establishments since the early 2000s.

⁵ Personal Communication with Wade Gottschalk, Wood County Economic Development Office, March 17, 2022. Largest Manufacturing Employers, 2022.

⁶ U.S. Bureau of Labor Statistics and Federal Reserve Bank of St. Louis, Number of Private Establishments for All Industries in Wood County, OH [ENU3917320510], retrieved from FRED, Federal Reserve Bank of St. Louis; <https://fred.stlouisfed.org/series/ENU3917320510>, March 7, 2022.

CHAPTER 3 WASTE GENERATION

This chapter summarizes the SWMD's historical and projected solid waste generation. The policy committee needs to understand the waste the SWMD will generate before it can make decisions regarding how to manage the waste.

The policy committee calculated how much solid waste was generated for the residential/commercial and industrial sectors. Residential/commercial waste is essentially municipal solid waste and is the waste that is generated by a typical community. Industrial solid waste is generated by manufacturing operations. To calculate how much waste was generated, the policy committee added the quantities of waste disposed of in landfills and reduced/recycled.

The policy committee surveys communities, recycling service providers, collection and processing centers, commercial and industrial businesses, owners and operators of composting facilities, and other entities that recycle to obtain data. Responding to a survey is voluntary. When entities do not respond to surveys, the policy committee gets only a partial picture of recycling activity. How much data the policy committee obtains has a direct effect on the SWMD's waste reduction and recycling and generation rates.

The policy committee obtained disposal data from Ohio EPA. Owners/operators of solid waste facilities submit annual reports to Ohio EPA. In these reports, owners/operators summarize the types, origins, and amounts of waste that were accepted at their facilities. Ohio EPA adjusts the reported disposal data by adding in waste disposed in out-of-state landfills.

The policy committee analyzed historic quantities of waste generated to project future waste generation. The details of this analysis are presented in Appendix G. The policy committee used the projections to make decisions on how best to manage waste and to ensure future access to adequate waste management capacity, including recycling infrastructure and disposal facilities.

A. Solid Waste Generated in Reference Year (2020)

To calculate how much total waste was generated in the Wood County SWMD, the District added the quantities of waste disposed in landfills and the quantities of waste recycled, composted and diverted. Detailed information on waste generation can be found in Appendix G.



In 2020, the Wood County SWMD generated 300,715 tons of material, as shown in Table 3-1.

Table 3-1 Solid Waste Generated in the Reference Year

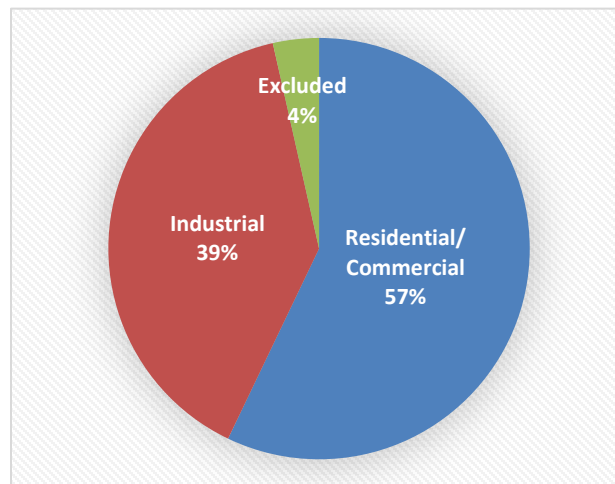
Type of Waste	Quantity Generated (tons)
Residential/ Commercial	172,647
Industrial	117,529
Excluded	10,533
Total	300,709

Source(s) of Information: Tables G-2, K-1, K-2
 Ppd = (tons * 2,000 lbs) / 365 days / population

The per capita statewide solid waste generation rate across all sectors in 2020 was 13.02 pounds per person per day (ppd), while the District's rate was 12.56 ppd, which indicates the District is generating less than average.

Figure 3-1 shows the percentage of residential/commercial and industrial waste generated in the District.

Figure 3-1 Solid Waste Generated in the Reference Year



1. Residential/Commercial Waste Generated in Reference Year

The residential/commercial sector generated 172,647 tons of waste, comprising 57% of total waste in the District. This is slightly higher than the 2020 statewide average generation percentage from the same sector, which was 52%⁷.

Each person in the District generates approximately 7.21 ppd, slightly higher than the reported statewide average of 6.85 ppd.⁸ The District's 2017 Plan projected a rate of 6.3 ppd for 2020, which is slightly less than the actual rate measured.

⁷ https://epa.ohio.gov/static/Portals/34/document/general/recdisgen_2020.pdf

⁸ Ohio EPA Guidance/Fact Sheet 1017. December 2021. Solid Waste Generated in Ohio - 2020

Residential/commercial waste generation increased by 10% in 2020. Based on how the data is reported, the District is unable to determine how much waste is attributable to households and how much is from commercial activity. Some of the upsurge may have been related to the Covid-19 pandemic as residents shifted to on-line purchasing, delivery services and take-out food, generating more cardboard, plastic, and other packaging wastes. Population increase and new commercial activity may also have been factors.

2. Industrial Waste Generated in Reference Year

The industrial sector generated 117,529 tons of waste, comprising 39% of total waste generated in the District. This equates to a per capita generation rate of 4.91 ppd, which is below the reported statewide average of 5.92.⁵ The District's 2017 Plan projected a rate of 4.7 ppd, which is very close to the actual rate measured.

3. Excluded Waste Generated in Reference Year

Excluded waste includes materials that are excluded from the definition of solid waste in ORC 3734.01(E). This includes slag, uncontaminated earth, non-toxic fly ash, spent non-toxic foundry sand, and materials from mining operations. Ohio EPA Format 4.1 allows Districts to exempt excluded waste from their calculations if it is less than 10% of total waste generated. Excluded waste for the District in the reference year (10,533 tons) accounted for 4% of the waste generated and is not considered in the analysis of this plan.

B. Historical Waste Generated

Figure 3-2 Waste Generated from 2016 to 2020 (tons)

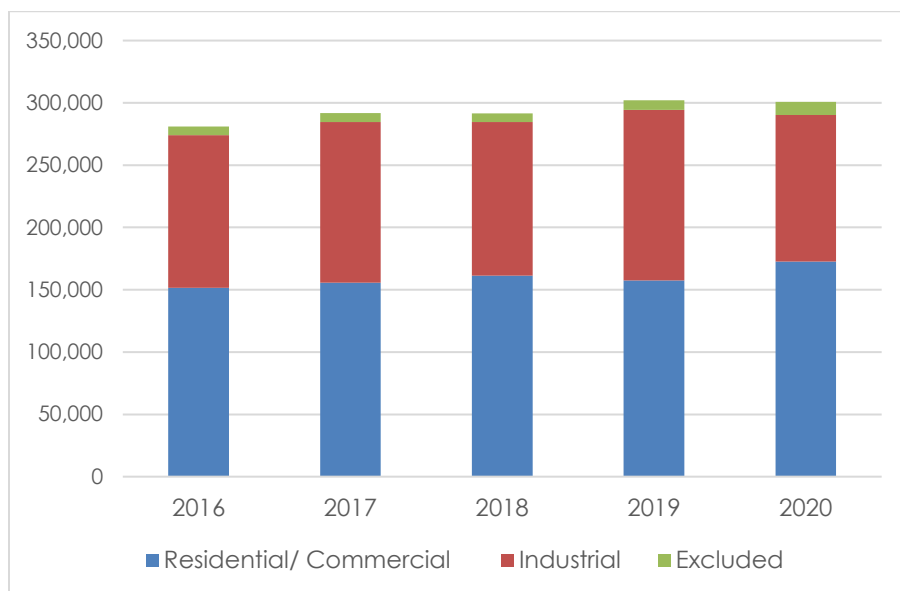


Figure 3-2 shows the amount of waste generated by sector from 2016 to 2020. Overall, the District's waste generation is slightly increasing, with small increases in the residential/commercial sector since 2017. It is important to note the COVID-19 pandemic in 2020 has likely resulted in some anomalous results compared to historical trends.

1. *Historical Residential/Commercial Waste Generated*

Residential/commercial waste generation has remained fairly constant despite the increasing population. From 2016-2019 the District's annual average increase in residential/commercial waste generation was 1%. In 2020, the District experienced an upsurge of 10%, which was likely attributable to the COVID-19 pandemic. Overall, the average annual change in waste generation from 2016-2020 was 3%.

Residential/commercial waste per capita generation rates varied from 6.41 ppd in 2016 to 7.21 ppd in 2020. Overall, the amount and rate of residential/commercial waste generated appears to be trending upward, likely due to both an increasing population and increasing volume of waste disposed. Again, the highest waste generated occurred in 2020 during the COVID-19 pandemic where there was a large increase in home deliveries, online ordering, and increased packaging.

Table 3-1a Residential/ Commercial Solid Waste Generated

Year	Residential/ Commercial (tons)	Population	Annual Percent Change (tons)	Generation Rate (lbs./person/day)
2016	151,693	129,768	-	6.41
2017	155,736	130,437	3%	6.54
2018	161,281	130,441	4%	6.77
2019	157,352	130,817	-2%	6.59
2020	172,647	131,156	10%	7.21

Source: Table G-1

2. *Historical Industrial Waste Generated*

Industrial waste generation also remained fairly constant despite economic growth and increasing population. Annual change varied from a 11% increase in 2019 to a 14% decrease in 2020. This decrease in 2020 was likely related to the COVID-19 pandemic as some businesses were temporarily shut-down or had limited production due to supply chain issues and staffing limitations. At the same time, employees were at home resulting in the increase in residential/commercial waste generation. Overall, the average annual change in waste generation between 2016-2020 was 0.5% decrease in the industrial sector.

Industrial waste per capita generation rates varied from 4.91 ppd in 2020 to 5.74 ppd in 2019. The average industrial generation rate from 2016-2020 was 5.28 ppd.

The quantities of industrial waste generation are impacted by the data collection process. The District obtains these amounts solely from a voluntary industrial survey. As a result, the data is impacted from year-to-year due to survey participation.

Table 3-1b Industrial Solid Waste Generated

Year	Industrial (tons)	Population	Annual Percent Change (tons)	Generation Rate (lbs./person/day)
2016	122,389	129,768	-	5.17
2017	128,890	130,437	5%	5.41
2018	123,406	130,441	-4%	5.18
2019	137,083	130,817	11%	5.74
2020	117,529	131,156	14%	4.91

Source: Table G-1

3. *Historical Excluded Waste Generated*

Since excluded waste made up less than 10% of the total waste generated in the reference year (2020), the District has chosen not to address excluded waste per Ohio EPA 4.1 Instructions.

C. Waste Generation Projections

Table 3-2 Waste Generation Projections

Year	Residential Commercial Waste (tons)	Industrial Waste (tons)	Total (tons)
2023	166,568	118,651	285,219
2024	168,003	119,064	287,067
2025	169,506	119,496	289,002
2026	171,287	119,951	291,238
2027	173,143	120,428	293,571
2028	175,077	120,929	296,006

Source: Table G-2

Table 3-2 summarizes projected waste generation within the District during the first six years of the planning period.

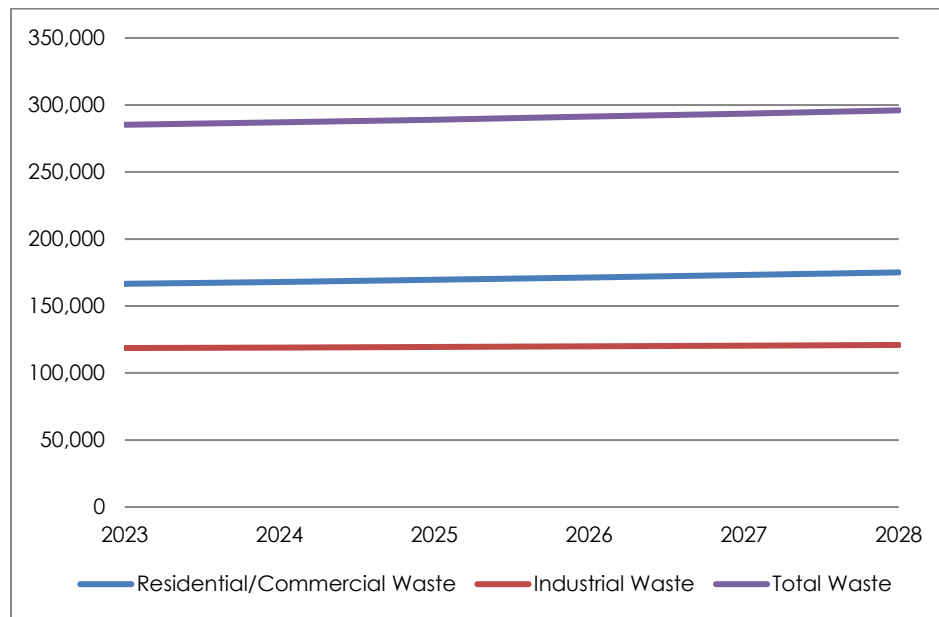
Figure 3-3 Waste Generation Projections

Figure 3-3 presents the projected amount of waste to be generated for the first six years of the planning period.

1. Residential/Commercial Waste Projections

Residential and commercial waste generation is expected to increase slightly over the planning period due to an increase in disposal and a small increase in recycling/reduction. To project disposal, the District used the average per capita disposal rate between 2016-2020 (5.14 ppd – see Table D-5) for the first six years of the planning period. To project recycling/reduction, the District used a 5% increase in yard waste/composting quantities and held the remaining recycling categories constant.

These projections were made after completing a historical analysis for disposal (Appendix D) and recycling (Appendix E). Appendix G provides more detailed information regarding waste generation projections for the residential/commercial sector.

2. Industrial Waste Projections

Industrial waste generation is expected to increase slightly (approximately 1% per year) over the first six years of the planning period due mainly to an increase in projected disposal. Recycling/reduction is projected to remain constant over the entire planning period. Historical industrial waste disposal amounts have varied from year to year, making trend analysis difficult. Annual percent changes (based on reported tonnage) seem to alternate between an increase one year and a decrease the next year. As a result, the District projects industrial waste disposal will increase approximately 5% each year over the first six years of the planning period..

These projections were made after completing a historical analysis for disposal (Appendix D) and recycling (Appendix F). Appendix G provides more detailed information regarding waste generation projections for the industrial sector.

3. *Excluded Waste Projections*

Since excluded waste made up less than 10% of the total waste generated in the reference year (2020), the District has chosen not to address excluded waste per Ohio EPA 4.1 Instructions.

CHAPTER 4 WASTE MANAGEMENT

Purpose of Chapter 4

Chapter 4 summarizes the policy committee's strategy for how the SWMD will manage its waste during the planning period.

A SWMD must have access to facilities that can manage the waste the SWMD will generate. This includes landfills, transfer facilities, incinerator/waste-to-energy facilities, compost facilities, and facilities to process recyclable materials.

To ensure that the SWMD has access to facilities, the solid waste management plan identifies the facilities the policy committee expects will take the SWMD's trash, compost, and recyclables. Those facilities must be adequate to manage all the SWMD's solid waste. The SWMD does not have to own or operate the identified facilities. In fact, most solid waste facilities in Ohio are owned and operated by entities other than the SWMD. Further, identified facilities can be any combination of facilities located within and outside of the SWMD (including facilities located in other states).

Although the plan needs to show that the SWMD will have access to all types of needed facilities, Ohio law emphasizes access to disposal capacity. The policy committee must demonstrate that the SWMD will have access to enough landfill capacity for all the waste the SWMD will need to dispose of. If there isn't adequate landfill capacity, then the policy committee develops a strategy for obtaining adequate capacity.

Finally, the SWMD can control which landfill and transfer facilities can, and by extension cannot, accept waste that was generated within the SWMD. The SWMD accomplishes this by designating solid waste facilities (often referred to as flow control). A SWMD's authority to designate facilities is explained in more detail later in this chapter.

A. Waste Management Overview

The District works in cooperation with communities and private sector providers to ensure adequate waste and recycling collection, processing, and disposal services for the residential, commercial and industrial sectors. The District also works to develop innovative strategies to increase diversion and to find creative solutions for materials that are not traditionally recycled or composted.

In 2020, solid waste generated within the District was managed through three major categories: recycling, composting, and landfilling. No waste was delivered to transfer facilities in the reference year. The District anticipates utilizing these same waste management methods throughout the planning period.

The District's waste disposal volume has increased over the last few years. The increase is attributable in part to population growth and more overall materials going to landfills. The Covid-19 pandemic may also have impacted the volume of disposal due to the increase in on-line purchasing, delivery services and take-out food, which generated more cardboard, plastic, and other packaging wastes.

Table 4-1 and Figure 4-1 show the District's methods for managing waste during the reference year and first six years of the planning period and identifies the amount of waste projected for each category.

Table 4-1 Methods for Managing Waste (tons)

Year	Total Waste	Recycle	Compost	Transfer	Landfill
2020	290,176	129,503	20,475	0	140,198
2023	285,219	129,928	23,702	0	131,588
2024	287,067	130,092	24,887	0	132,087
2025	289,002	130,263	26,132	0	132,607
2026	291,238	130,443	27,438	0	133,356
2027	293,571	130,633	28,810	0	134,128
2028	296,006	130,831	30,251	0	134,924

Sources: Tables K-3, E-8 (minus compost total), and D-6

Notes:

1 "Generate" represents the total of the other four columns.

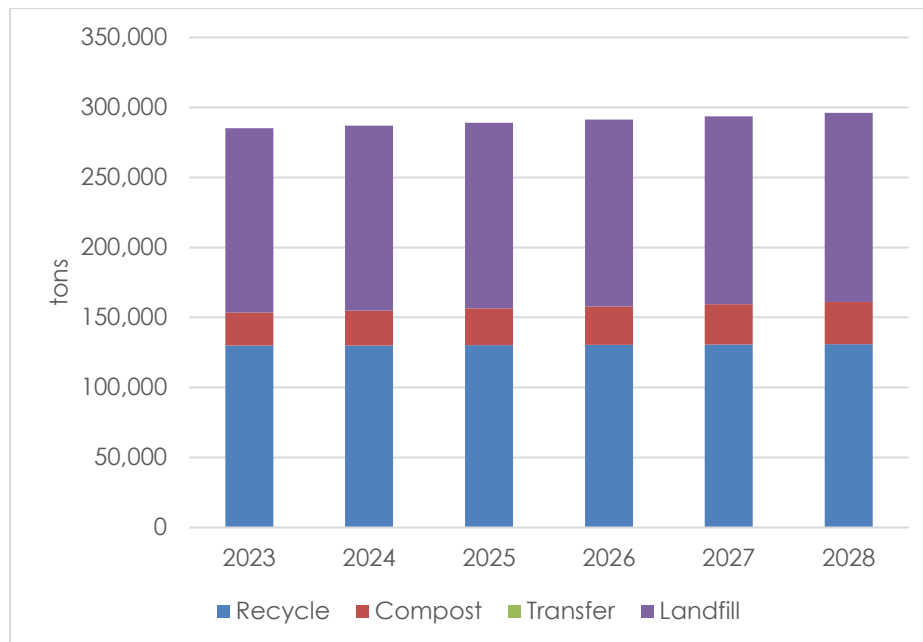
2 "Recycle" is the total amount reduced and recycled minus composting.

3 "Composted" is the amount of yard waste sent to a compost facility.

4 "Transferred" is the amount sent to transfer stations prior to delivery to a landfill.

5 "Landfilled" plus the "Transferred" amount equals the total disposal.

Figure 4-1 Projected Waste by Management Method



The District is projecting that overall diversion (recycling and composting) will exceed total waste taken to landfills in Wood County over the next six years.

B. Profile of Waste Management Infrastructure Used During the Reference Year

1. Solid Waste Management Facilities

a. Landfills

Table 4-2 Landfill Facilities Used by the District in the Reference Year

Facility Name	Location		Waste Accepted from SWMD (tons)	Percent of all SWMD Waste Disposed	Remaining Capacity (years)
	County	State			
<i>In-District</i>					
Evergreen Recycling & Disposal	Wood	OH	60,104	40%	36
Wood County Landfill	Wood	OH	54,094	36%	3*
<i>Out-of-District</i>					
Hancock County Landfill	Hancock	OH	5,811	4%	28
County Environmental of Wyandot	Wyandot	OH	1,968	1%	135
Defiance County Sanitary Landfill	Defiance	OH	642	0%	54
Sunny Farms Landfill LLC	Seneca	OH	318	0%	7
Port Clinton Landfill Inc	Sandusky	OH	38	0%	5
Pine Grove Regional Facility	Fairfield	OH	1	0%	84
<i>Out-of-State</i>					
Vienna Junction	Monroe	Michigan	27,755	18%	9
Total			150,730	100%	

Sources: Ohio EPA. 2020 Facility Data Report, Table 13 - Landfill Remaining Capacities and Daily Waste Receipts Amounts - Municipal Solid Waste Landfills

Michigan Department of Environmental Quality. 2020 Report of Solid Waste Landfilled in Michigan, Table 10 Facility Capacity

Waste Accepted from SWMD: Table D-1

* Current expansion will provide 111 years of capacity

Table 4-2 identifies the landfills which received District waste directly (without first being processed at a transfer station) during the reference year 2020.

There are two active landfills within the District, the Wood County Landfill and Evergreen Recycling & Disposal Facility. The Wood County Landfill is a municipal solid waste (MSW) landfill located at 15320 Tontogany Road, Bowling Green, Ohio and is owned and operated by the Wood County Board of Commissioners. Evergreen Recycling & Disposal Facility is a MSW landfill located at 2625 E. Broadway Street, Northwood, Ohio, and is owned and operated by Waste Management.



The Wood County Landfill accepts waste on a much smaller scale than the privately owned Evergreen Recycling & Disposal Facility. Most of the waste disposed at Wood County is generated in-district while Evergreen receives a large amount of out-of-district and out-of-state waste. As shown in Figure 4-2, over 76% of the District's waste is taken to one of these in-district facilities, both of which have sufficient capacity to provide continued services over the planning period.

The two closest out-of-district facilities that presently accept Wood County generated solid waste also have significant permitted available disposal capacities. These two facilities are the Hancock County Landfill (approximately 28 years disposal capacity), and the County Environmental of Wyandot Landfill (approximately 135 years disposal capacity).

Occasionally, District waste will also be disposed at other nearby facilities such as Port Clinton, Sunny Farms in Seneca County, Erie County, Defiance County, and Williams County as they are within hauling distance of Wood County. In recent years, some District waste has also been taken to facilities in Michigan, such as Vienna Junction. While not all of these facilities are utilized in any given year; they are available should presently utilized facilities be unable to accept Wood County generated solid waste.

Figure 4-2 Method of Waste Disposed in Reference Year

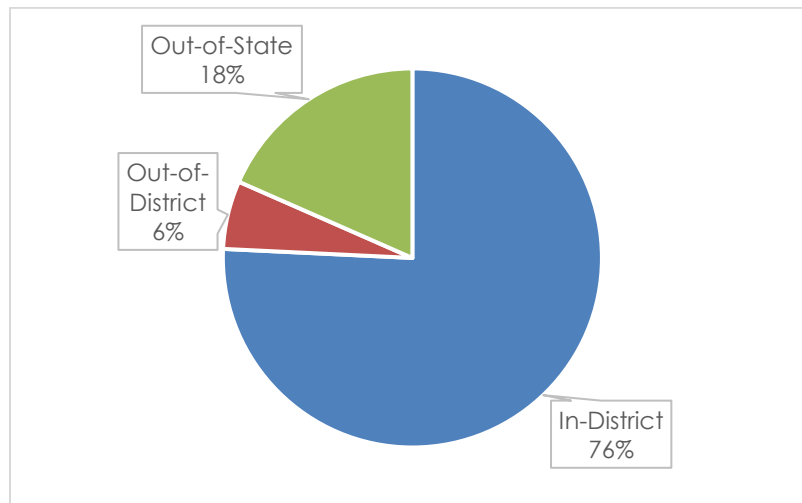


Figure 4-2 shows a breakdown of waste managed in-district, out-of-district, and out-of-state. The majority of waste (76%) is managed in-district, with minor amounts managed outside the district.

b. *Transfer Facilities***Table 4-3 Transfer Facilities Used by the District in the Reference Year**

Facility Name	Location		Waste Accepted from District (tons)	Percent of all District Waste Transferred	Landfill Where Waste was Taken to be Disposed
	County	State			
In-District					
None		Ohio	0	0%	
Out-of-District					
None		Ohio	0	0%	
Out-of-State					
None			0	0%	
Total			0	0%	0

There were no transfer facilities used by the District in 2020.

c. *Compost Facilities***Table 4-4 Composting Facilities Used by the District in the Reference Year**

Facility Name	County	Material Composted (tons)	Percent of all Material Composted
In-District			
Grand Rapids Composting Facility	Wood	93	0%
Luckey Composting Facility*	Wood	*	0%
Wood County Landfill	Wood	1,471	7%
Henry Landscape	Wood	-	0%
Easily Green Lawn Care	Wood	5,203	26%
Woodville Road Nursery	Wood	700	3%
Hirzel Farms	Wood	9,125	45%
Envirocare Lawn & Landscape	Wood	989	5%
Out-of-District			
City of Fostoria Compost	Seneca	2,489	12%
Floralandscape	Lucas	0	0%
Down 2 Earth	Lucas	18	0%
Number One Landscape	Medina	42	0%
Total		20,130	100%

Source: 2020 ADR; See Table D-1

Notes:

* 213 tons was taken to Hirzel Farms and is included in that total

- less than one ton was reported

In the reference year 2020, there were 12 composting facilities that accepted residential or commercial yard waste and/or food waste from the District. The Village of Grand Rapids, Village of Luckey, City of Fostoria and the Wood County Landfill are publicly owned facilities, while the other eight facilities are privately owned.

Hirzel Farms operates a Class II composting facility, which accepts yard waste and food waste. Hirzel Farms provided composting services for nearly half of the District's total tonnage.⁹

⁹ Hirzel Farms did not report 2020 data; 2019 tonnage was used in this plan.

Most of the composting facilities will accept yard waste from the public. However, Luckey Composting Facility is only available to Luckey residents. Envirocare Lawn and Landscape and Henry Landscape process materials from their operations but are not open to the public. Woodville Road nursery accepts waste from residential collections in addition to materials from its operations. Florallandscape and the City of Fostoria are not located within the District but have accepted yard waste from Wood County residents.

The Wood County Landfill's yard waste facility is open to the public. The landfill grinds brush into mulch to sell to residents. Leaves and grass are composted and used at the facility. The landfill also accepts wood chips from public entities at no charge and regrinds the material for its mulch program.

Most local governments also offer seasonal yard waste collections. Some Wood County communities land-apply yard waste, especially leaves and grass. Brush is chipped and given to residents for mulch. Some of the more urban areas have contracted with haulers to provide pick-up service or host curbside brush and leaf collections. Others have provided a drop-off area for their residents for grass, brush, and leaves.

Composting programs are popular in Wood County as reflected by the above data and divert a significant amount of materials from landfills.

d. Processing Facilities

The processing facilities listed in Table 4-5 are those identified for purposes of Ohio Revised Code Section 3734.53(A)(13).

Table 4-5 Processing Facilities Used by the District in the Reference Year

Name of Facility	Location		Facility Type	Recyclables Accepted from District (tons)
	County	State		
In-District				
None				0
Out-of-District				
Republic Services - Lorain County Resource Recovery	Lorain	OH	MRF	3,596
Waste Management	Lorain	OH	MRF	466
Total				4,062

During the reference year, recyclables collected from curbside recycling programs in the City of Perrysburg, City of Bowling Green, Lake Township, Village of Walbridge, Village of Millbury, and the District's county-wide 24/7 recycling drop-off program were transported to Republic Service's transfer station in Toledo, Ohio. The materials were then taken by Republic Services to Republic Services Lorain County Resource Recovery material recovery facility (MRF) located in Oberlin, Ohio. The MRF is approximately 87 miles east of Toledo. The MRF has a manual negative sort to remove contamination before moving to an automated multi-stream sorting process.

The City of Northwood, City of Rossford, and Village of Haskins contracted with Waste Management for collection and their recyclables were then taken to the Republic Services' Transfer Station in Toledo, Ohio and eventually processed at the Lorain MRF.

e. *Other Waste Management Facilities*

No other waste management facilities were used during the reference year.

2. Waste Collection

The collection/hauling system in the District includes both public and private haulers of various sizes.

C. Use of Solid Waste Facilities During the Planning Period

The District anticipates that facilities utilized to manage District-generated waste during the reference year will continue to be available throughout the planning period, and in aggregate will continue to provide adequate capacity for the District's needs. Each landfill which received a substantial percentage of District-generated waste during 2020 is estimated to have a minimum of 25 years remaining capacity. As discussed above, over 76% of District waste was sent to in-district landfills in 2020, both of which have sufficient capacity to provide continued services over the planning period.

Since composting is a well-established program in the District, the volume of materials composted is expected to increase slightly over the planning period. The District anticipates composting facility capacity will be adequate over the planning period due to the large number of public and private facilities currently providing these services.

The District is unaware of any capacity limitations for the Republic Services Lorain County Resource Recovery MRF located in Oberlin, Ohio.

D. Siting Strategy

Purpose of the Siting Strategy

If the SWMD will not have access to enough landfills to dispose of all waste the SWMD will need to dispose of then the policy committee must develop a plan for obtaining additional disposal capacity.

Although unlikely, the policy committee can decide that it is in the SWMD's best interest to construct a new solid waste landfill facility to secure disposal capacity. In that situation, Ohio law requires the policy committee to develop a strategy for identifying a suitable location for the facility. That requirement is found in [Ohio Revised Code Section 3734.53\(A\)\(8\)](#). This strategy is referred to as a siting strategy. The policy committee must include its siting strategy in the solid waste management plan. If this solid waste management plan includes a siting strategy, then that strategy is summarized in this chapter and presented in full in Appendix S.

Pursuant to Ohio law and Ohio EPA's 4.1 Format, the District is required to include a siting strategy in the solid waste management plan update if the solid waste district decides to construct a new solid waste facility to ensure disposal capacity.

The District Policy Committee has determined that sufficient disposal capacity exists for the entire planning period. The District does not anticipate constructing any solid waste facilities or contracting with a private entity to do so on behalf of the District. Thus, no siting criteria is necessary for this plan.

E. Designation

Purpose of Designation

Ohio law gives each SWMD the ability to control where waste generated from within the SWMD can be taken. Such control is generally referred to as flow control. In Ohio, SWMDs establish flow control by designating facilities. SWMDs can designate any type of solid waste facility, including recycling, transfer, and landfill facilities.

The policy committee decides whether the board of directors has the authority to designate facilities. The policy committee does this in the solid waste management plan.

Even if the policy committee gives the board of directors the authority to designate facilities, the board decides whether to act on that authority. If it chooses to use its authority to designate facilities, then the board of directors must follow the process that is prescribed in [ORC Section 343.014](#). If it chooses not to designate facilities, then the board of directors doesn't act on its authority.

Once the board of directors designates facilities, the SWMD's waste can only go to designated facilities. That means, no one can legally take waste from the SWMD to undesignated facilities, and owners/operators of undesignated facilities cannot legally accept waste from the SWMD. The board of directors can grant a waiver to allow an undesignated facility to take the SWMD's waste.

If the board of directors designates facilities, then the next section will provide a summary of the designation process, and Table 4-6 will list currently designated facilities.

1. Description of the SWMD's Designation Process

Ohio law provides each SWMD the ability to control where waste generated from within the SWMD can be taken. Such control is generally referred to as flow control. In Ohio, SWMDs establish flow control by designating facilities. SWMDs can designate any type of solid waste facility, including recycling, transfer, and landfill facilities.

The Solid Waste Management District expressly reserves the right to continue facility designations in accordance with the authority granted by ORC Section 343.014. The

District may also enter into joint use agreements or other contracts beneficial to the District.

The District currently implements a facility designation program; any entity wishing to deliver solid waste generated within the District to an undesignated facility must submit a written request for waiver of designation to the Board of Commissioners that complies with the following waiver process. The waiver request shall include the following:

- The name, address, telephone number and email address of the person requesting the waiver.
- The source and name of the generator of the solid waste.
- The name, address, telephone number, and email address of the undesignated solid waste transfer, disposal, recycling or resource recovery facility where solid waste generated within the District will be delivered if the waiver is approved by the Board of Commissioners.
- The estimated annual tonnage of the solid waste that will be delivered to the undesignated solid waste transfer, disposal, recycling or resource recovery facility covered by the waiver request.
- An explanation describing how approval of the waiver request is not inconsistent with the projections contained in the District's solid waste management plan under divisions(A)(6) and (7) of section 3734.53 of the Revised Code.
- An explanation describing how the approval of the waiver request will not adversely affect implementation and financing of the District's solid waste management plan pursuant to the implementation schedule contained in the District's plan under division(A)(13)(a) of section 3734.53 of the Revised Code.

The Solid Waste Management District office will review the request and may request additional information if necessary. Any waiver granted by the Board of Commissioners shall be in the form of a waiver agreement between the Board and the entity seeking the waiver. The waiver agreement shall contain the terms and conditions upon which the waiver was granted and the payment by the grantee of the waiver fee, if any, assessed on each ton of solid waste covered by the waiver.

2. *List of Designated Facilities*

The District implemented a designation contract fee of \$2.00 per ton for municipal solid waste on October 1, 2011. Currently, the District has designated 13 facilities. Agreements were established with designated transfer facilities and landfills for a period of five years. These agreements ensure that all municipal solid waste generated in Wood County, whether disposed within or outside the County, support state-mandated programs and the solid waste management plan. The agreements with existing facilities were renewed

on October 1, 2016, and then again on October 1, 2021 for an additional five-year term. The current agreements may be renewed again for an additional five-year term in 2026.

The District has no plans to change the existing designation fee amount. However, under the current designation agreements, the District has the authority to increase, or decrease, the fee amount.

Table 4-6 Facilities Currently Designated

Facility Name	State	County	Facility Type	Year Designated
American Landfill, Inc.	Ohio	Stark	Landfill	2011, 2016, 2021
Carleton Farms Landfill	Michigan	Wayne	Landfill	2011, 2016, 2021
County Environmental Landfill of Wyandot	Ohio	Wyandot	Landfill	2011, 2016, 2021
Defiance County Landfill	Ohio	Defiance	Landfill	2011, 2016, 2021
Erie County Sanitary Landfill	Ohio	Erie	Landfill	2011, 2016, 2021
Evergreen Recycling & Disposal Facility	Ohio	Wood	Landfill	2011, 2016, 2021
Hancock County Landfill	Ohio	Hancock	Landfill	2011, 2016, 2021
Henry County Landfill	Ohio	Henry	Transfer Facility	2011, 2016, 2021
Marion County Transfer Station	Ohio	Marion	Transfer Facility	2011, 2016, 2021
Port Clinton Landfill	Ohio	Ottawa	Landfill	2011, 2016, 2021
Sunny Farms Landfill, LLC	Ohio	Seneca	Landfill	2011, 2016, 2021
Vienna Junction Landfill	Michigan	Monroe	Landfill	2011, 2016, 2021
Wood County Landfill	Ohio	Wood	Landfill	2011, 2016, 2021

CHAPTER 5 WASTE REDUCTION AND RECYCLING

Purpose of Chapter 5

As was explained in Chapter 1, a SWMD must have programs and services to achieve reduction and recycling goals established in the state solid waste management plan. A SWMD also ensures that there are programs and services available to meet local needs. The SWMD may directly provide some of these programs and services, may rely on private companies and non-profit organizations to provide programs and services, and may act as an intermediary between the entity providing the program or service and the party receiving the program or service.

Between achieving the goals of the state plan and meeting local needs, the SWMD ensures that a wide variety of stakeholders have access to reduction and recycling programs. These stakeholders include residents, businesses, institutions, schools, and community leaders. These programs and services collectively represent the SWMD's strategy for furthering reduction and recycling in its member counties.

Before deciding upon the programs and services that are necessary and will be provided, the policy committee performed a strategic, in-depth review of the SWMD's existing programs and services, recycling infrastructure, recovery efforts, finances, and overall operations. This review consisted of a series of 13 analyses that allowed the policy committee to obtain a holistic understanding of the SWMD by answering questions such as:

- Is the SWMD adequately serving all waste generating sectors?
- Is the SWMD recovering high volume wastes such as yard waste and cardboard?
- How well is the SWMD's recycling infrastructure being used/how well is it performing?
- What is the SWMD's financial situation and ability to fund programs?

Using what it learned, the policy committee drew conclusions about the SWMD's abilities, strengths and weaknesses, operations, existing programs and services, outstanding needs, available resources, etc. The policy committee then compiled a list of actions the SWMD could take, programs the SWMD could implement, or other things the SWMD could do to address its conclusions. The policy committee used that list to make decisions about the programs and services that will be available in the SWMD during the upcoming planning period.

After deciding on programs and services, the policy committee projected the quantities of recyclable materials that would be collected through those programs and services. This in turn allowed the policy committee to project its waste reduction and recycling rates for both the residential/commercial sector and the industrial sector (See Appendix E for the residential/commercial sector and Appendix F for the industrial sector).

A. Solid Waste Management District's Priorities

The Ohio EPA Plan Format 4.1 required the District to perform a comprehensive evaluation of its programs and services through a series of analyses. The District then drew conclusions and identified findings from each analysis. The findings included successes and areas that could be improved. From the findings, the District developed a list of potential actions that could be performed during the planning period. See Appendix H for more detailed information about the District's analyses and findings.

Next, the District evaluated the potential actions and prioritized them. As a result of this process, the District narrowed down a list of programs the District could reasonably perform, that would demonstrate compliance with the 2020 State Plan goals and reduce waste disposal and increase recycling/reduction in Wood County. See Appendix I for more detailed information about the potential actions and prioritized programs.

The District's first priority is to continue existing programs that are key to meeting the 2020 State Plan goals. This includes maintaining the existing residential recycling infrastructure, economic incentive programs, education/outreach, and technical assistance to residents and the commercial/industrial sectors. The District's next priority involves improvements or expansions to key existing programs and development or exploration of new programs that could help improve access to recycling and/or diversion opportunities. Finally, the District identified some actions involving more permissive areas of programming that the District will not commit to during the planning period but will consider for the future.

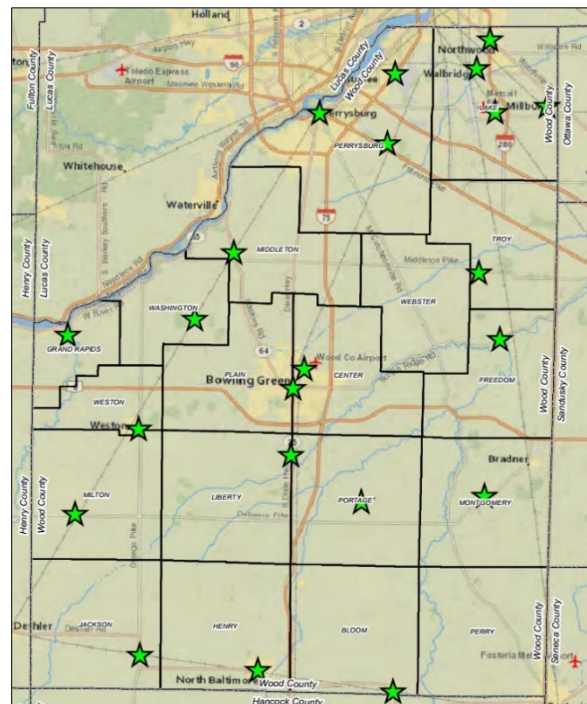
B. Program Descriptions

A brief summary of the District's programs is below. See Appendix I for complete program descriptions.

1. Residential Recycling Infrastructure

The primary residential recycling infrastructure in the District consists of non-subscription curbside recycling services, subscription curbside recycling services, full-time urban drop-off recycling sites, full-time rural drop-off recycling sites, and part-time rural drop-off recycling sites.

The combination of these curbside and drop-off programs provides most residents of the District with convenient opportunities to recycle.



2. Curbside Recycling Services

Table 5-1 Curbside Recycling Services

ID#	Name of Curbside Service/Community Served	Service Provider	When Service Was/Will be Available
NCS1	City of Bowling Green	Republic Services	Ongoing through planning period
NCS2	City of Perrysburg	Republic Services	Ongoing through planning period
NCS3	Village of Haskins	Waste Management	Ongoing through planning period
NSC4/SC3	City of Northwood	Waste Management	Non-subscription through 2020; Subscription through planning period
NSC5/SC4	City of Rossford	Waste Management	Non-subscription through 2020; Subscription through planning period
NC6	Village of Millbury	Republic Services	Service stopped in 2021
SC1	Lake Township	Republic Services	Ongoing through planning period
SC2	Village of Walbridge	Republic Services	Ongoing through planning period

All District curbside programs are automated, single stream collection. Each community independently procures recycling services. The two primary providers for the area are Republic Services and Waste Management. Some curbside programs also offer free or fee-based pickup of appliances, carpet, and other hard to recycle items (e.g., City of Perrysburg, Bowling Green).

3. Drop-off Recycling Locations

Table 5-2 Drop-off Recycling Locations

ID#	Name of Drop-off/Community Served	Service Provider	When Service was/will be Available
FTU1	Bowling Green Recycling Center	Bowling Green Recycling Center	Ongoing through planning period
FTU2	Perrysburg Township	Republic Services	Ongoing through planning period
FTR1	Bloomdale Village	Republic Services	Ongoing through planning period
FTR2	Custar/Milton Township	Republic Services	Ongoing through planning period
FTR3	Grand Rapids Village	Republic Services	Ongoing through planning period
FTR4	Jackson Township/Hoytville Village	Republic Services	Ongoing through planning period
FTR5	Pemberville Village	Republic Services	Ongoing through planning period
FTR6	Portage Village	Republic Services	Ongoing through planning period
FTR7	Portage Township	Republic Services	Ongoing through planning period
FTR8	Troy Township	Republic Services	Ongoing through planning period
FTR9	Tontogany Village	Republic Services	Ongoing through planning period
FTR10	Wayne Village	Republic Services	Ongoing through planning period
FTR11	Weston Village	Republic Services	Ongoing through planning period
PTR1	North Baltimore Village	Bowling Green Recycling Center	Ongoing through planning period

Name	Start Date	End Date	Goal
Bowling Green Recycling Center	Existing	Ongoing	1, 2

The Bowling Green Recycling Center (BGRC) is a non-profit, full-time, urban drop-off site located in the City of Bowling Green. BGRC is open 24 hours per day. Individuals must sort their materials prior to use. The facility is centrally located in the county and capable of accepting large amounts of recyclables. BGRC is a recycling option for those who live in multi-family housing units, and for commercial businesses, offices and other similar organizations. The facility also serves as an additional recycling location for rural residents.

Name	Start Date	End Date	Goal
Wood County 24/7 Residential Recycling Drop-Off Program	Existing	Ongoing	1, 2

In 2018, the Wood County SWMD implemented a countywide 24/7 permanent drop-off residential recycling program for areas not served by curbside programs. The program has 12 sites throughout the county with 51 total bins. The District contracts with Republic Services for collection, transportation and processing. The sites have a varying number of containers based on the population needs of each location. Recyclables do not need to be sorted prior to placement in bins. The District's contract with Republic Services will be expiring in 2023 and the District will be seeking competitive proposals for the service.



Name	Start Date	End Date	Goal
Village of North Baltimore	Existing	Ongoing	1, 2

The Village of North Baltimore offers a part-time rural drop-off program for southern Wood County. The Village collects recycling weekly on Saturday for three hours and the materials are taken to the Bowling Green Recycling Center. The materials must be sorted.

4. Mixed Solid Waste Material Recovery Facility

There are no mixed solid waste material recovery facilities in the District and none are anticipated through the planning period.

5. Multi-Family Unit Recycling

The Bowling Green Recycling Center provides residents who dwell in multi-family housing with an opportunity to recycle. Additionally, multi-family housing residents may use the various 24/7 permanent drop-off sites located throughout the county.

6. Other Residential Recycling Programs

There are no other residential recycling programs within the District.

7. Commercial/Institutional Sector Reduction and Recycling Programs

Due to the commingling of residential and commercial recycling during collection and processing, the District cannot calculate what percent of the material recovered by recycling is from commercial sources. The same problem applies to municipal solid waste that is taken to a landfill.



A. School Recycling

Name	Start Date	End Date	Goal
Wood Lane Industries Collection Program	Existing	2020	2

For many years the District partnered with Wood Lane Industries (WLI) in making weekly recycling collection available to schools, government offices, churches, apartment complexes, and other organizations throughout Wood County. The materials were delivered to the BGRC. In 2020, WLI terminated the services and informed the District the program was no longer feasible due to Covid-19 and increased costs. Offices and institutions had to find recycling alternatives very quickly. The District provided contact information to several organizations regarding alternative services.

Name	Start Date	End Date	Goal
School District Recycling Program (Pending Evaluation Findings)	2023	Ongoing	2

The District will reach out to local school districts to determine what kind of recycling program each school district has implemented since the termination of WLI services. The District will explore with school officials the possibility of coordinating a school-only weekly drop-off program paid for by the schools. The schools may be able to purchase the services under a single contract provider.

Name	Start Date	End Date	Goal
Bowling Green State University Partnership	Existing	Ongoing	1-4, 6, 7

The District has had various partnerships with Bowling Green State University (BGSU) since the 1980s. The District provides BGSU funding as part of the per capita incentive grant program. Currently, comingled recyclables are collected campus wide. The campus also provides several unique recycling programs for students, faculty and staff. A composting program is also ongoing at one of the larger dining halls. The District works in partnership with BGSU on several education/outreach events.

B. Collection Services (small businesses, government offices, etc.)

Name	Start Date	End Date	Goal
Wood County Government Recycling	2021	Ongoing	2

After WLI discontinued collection service in 2020, Wood County government offices formed two programs to manage county recyclables. At the Wood County Courthouse Complex, maintenance assumed the responsibility for collecting and transporting materials to the Bowling Green Recycling Center (BGRC). At the East Gypsy Lane Complex, the county installed two drop-off boxes for the Wood County Sheriff's Office/Wood County Jail and the Wood County Department of Job and Family Services, which are serviced weekly by Republic Services. Several other government agencies contracted separately with Republic to have a drop-off box at their facilities.

Name	Start Date	End Date	Goal
Wood Lane Industries Collection Program	Existing	2020	2

See "School Recycling" section above for description of Wood Lane Industries program.

C. Special Event Recycling

Name	Start Date	End Date	Goal
ClearStream Lending Program	Existing	Ongoing	1, 2, 4

The District currently owns 85 ClearStream recycling containers, which have been used at the Wood County Fair, Pemberville Free Fair, The Black Swamp Arts Festival, road races, and other events upon request. The design of these containers with their specially designed lids and clear bags encourages recycling of aluminum cans and plastic bottles with minimal contamination. Groups will pick up the containers from the Solid Waste District office, return them after use and deliver the bags of recyclables to the Bowling Green Recycling Center.

D. Waste Assessments/Waste Audits

Name	Start Date	End Date	Goal
Waste Audits	Existing	Ongoing	2, 5

Upon request, the District will provide free waste audits or waste assessments to commercial businesses located in the District. The audits or assessments will be performed by District staff. The audit will include a site visit and follow-up summary report. The District will also provide information on securing a hauler, broker, or processor that accepts the waste streams not currently being recycled (when available).

E. Contracting Assistance

The District does not provide contracting assistance to the commercial/institutional sector.

F. Workgroup/Roundtable

The District does not participate in any workgroups/roundtables. This program may be considered in the future.

G. Award/Recognition

The District does not provide an award/recognition program. This program may be considered in the future.

H. Other Programs

There are no other programs specific to the commercial/institutional sector.

8. Industrial Sector Reduction and Recycling Programs*A. Waste Assessments/Waste Audits*

Name	Start Date	End Date	Goal
Waste Audits	Existing	Ongoing	2, 5

Upon request, the District will provide free waste audits or waste assessments to industrial businesses located in the District. The audits or assessments will be performed by District staff. The audit will include a site visit and follow-up summary report. The District will also provide information on securing a hauler, broker, or processor that accepts the waste streams not currently being recycled (when available).

B. Collection Services

The District does not participate in any collection services for industry.

C. Contracting Assistance

The District does not provide contracting assistance to industrial sector.

D. Workgroup/Roundtable

Name	Start Date	End Date	Goal
Economic Development Monthly Luncheons	2023	Ongoing	2, 5

District staff will attend monthly economic development business roundtable luncheons to network with local businesses and provide updates on District programs and services. The luncheons are sponsored by the Wood County Economic Development Office and are held throughout the county. The events are well-attended by businesses and community leaders. In the future, the District may consider forming a roundtable for industry to discuss solid waste management issues.

E. Award/Recognition

The District does not provide an award/recognition program. This program may be considered in the future.

F. Other Programs

Name	Start Date	End Date	Goal
Ohio Materials Marketplace	Existing	Existing	2, 5

The District will promote and increase awareness of the Ohio Materials Marketplace (OMM) to the industrial sector. Ohio EPA implemented this tool to assist businesses with their waste recovery and reuse efforts. The OMM is a free, online platform for participants to trade usable wastes. To date, OMM users have diverted a cumulative 3.7 million pounds of material from Ohio's landfills and realized more than \$208,000 in savings. The District will provide information about OMM on the District's website, in electronic newsletters and through other industry-related outreach opportunities.

Name	Start Date	End Date	Goal
Recycle Ohio Market Development Grants	Existing	Ongoing	2, 5

The District will continue to promote and sponsor eligible industrial facilities for Recycle Ohio Market Development Grants. The District will provide information about grant opportunities on the District's website, in electronic newsletters and through other industry-related outreach opportunities.

9. Restricted/Difficult to Manage Wastes

A. Yard Waste

Name	Start Date	End Date	Goal
Yard Waste/Composting	Ongoing	Ongoing	1, 2, 6



There are ten Class IV composting facilities and two Class II composting facilities utilized by Wood County. The Wood County Landfill composting site also provides yard waste disposal for county residents and commercial businesses. Many of the cities, villages and townships within the county also offer composting services to their residents. The names and locations of the composting facilities are posted on the District's website. The District encourages residents to compost yard waste

and food waste at home in compost bins, piles, or tumblers. The District provides "how to" guides and troubleshooting guides for composting.

Name	Start Date	End Date	Goal
Christmas Tree Recycling	Ongoing	Ongoing	1, 2, 6

The District promotes Christmas tree recycling during the months of December and January through its "Treecycle" advertisements, displays, and on the District website. Villages, cities, townships, and parks within the county are contacted to gather current locations and a schedule for tree collection. An advertisement/display is then updated and designed including a map to encourage residents to recycle their Christmas tree after the holidays. Residents may also dispose of one Christmas tree at no charge at the Wood County Landfill during the month of January. Collected trees are then chipped and recycled into mulch or used as temporary wildlife habitat by the local parks.

B. Household Hazardous Waste, Batteries, Appliances, Electronics, etc.

Name	Start Date	End Date	Goal
Household Recycling Directory	Ongoing	Ongoing	1, 2, 6

The strategy of the District concerning household hazardous waste is to educate the public on alternative materials and best disposal practices. The District has identified businesses and recycling programs for the majority of materials residents inquire about including electronics, batteries, tires, chemicals, unused prescriptions, paint and similar difficult to recycle materials. The District maintains and distributes a comprehensive household recycling directory to assist residents with finding solutions for their hard to recycle wastes. In some cases, the business charges a fee. However, residents are provided with an immediate solution, which minimizes the risk associated with storing these types of materials. Residents and recyclers are also encouraged to contact the District with new recycling opportunities.

Name	Start Date	End Date	Goal
Electronics Collection Events	Ongoing	Ongoing	1, 2, 6

The City of Perrysburg partners with AIM Ecycling for recycling of electronics collected from the city's curbside program. This is a free service offered to all residents of Perrysburg.

Perrysburg Township has partnered with Recycle I.T. USA and maintains a free drop-off site for electronics. Both services accept almost anything with a cord, including computers, printers, stereo equipment, microwaves, and small appliances. Televisions are not accepted at the site and must be taken to the Lucas County location for a fee. Several other private companies provide electronic recycling services, which are listed on the District's website.

Bowling Green State University and Way Library in Perrysburg, Ohio also recently sponsored electronics collection events.

The District does not currently sponsor any collection events for electronics. However, given the increase of electronics in daily life, it may be an event or program the District should consider for the future.

Name	Start Date	End Date	Goal
Wood County Landfill	Existing	Ongoing	1, 2, 6

The Wood County Landfill accepts several difficult wastes for recycling including scrap tires, lead acid batteries, appliances (including refrigerated units), and yard waste. The landfill is open to both residents and businesses. There are fees associated with disposal of all these items, except lead acid batteries and scrap metal. The landfill is open Monday - Friday and half a day on Saturday. The landfill and OEPA provide the district with annual statistics of items collected for recycling.

C. *Scrap Tires*

Name	Start Date	End Date	Goal
Wood County Landfill	Existing	Ongoing	1, 2, 6

The Wood County Landfill accepts several difficult wastes for recycling including scrap tires, lead acid batteries, appliances (including refrigerated units), and yard waste. The landfill is open to both residents and businesses. There are fees associated with disposal of all of these items, except lead acid batteries and scrap metal.

Name	Start Date	End Date	Goal
Scrap Tire Program	Existing	Ongoing	1, 2, 6

The District's strategy concerning scrap tires is to focus on proper disposal. The District is committed to having a legal location for individuals to take scrap tires. At this time, several tire dealers and both landfills in the District accept scrap tires for recycling. The District occasionally hosts special tire collection events for residents. The District will continue educating the public on proper tire disposal through brochures and the District website.

D. Pharmaceuticals

Name	Start Date	End Date	Goal
Pharmaceuticals	Ongoing	Ongoing	1, 2, 6

Currently, eight local law enforcement agencies in the District have permanent drop-off locations for pharmaceuticals. Additionally, many private pharmacies (e.g., CVS) will accept pharmaceuticals. The District provides information to residents on available locations to properly dispose of pharmaceuticals and promotes non-District collections on the District website.

10. Other Material Specific Programs

A. Food Waste

Name	Start Date	End Date	Goal
Food Waste	Ongoing	Ongoing	1, 2, 6

Hirzel Farms operates a Class II composting facility in the District. It accepts food waste materials from outside sources in addition to materials derived from the Hirzel Canning operations. This facility also accepts waste from the residential organics curbside collection recycling program in the Village of Luckey operated by N.A.T. Transportation. Bowling Green State University diverts postconsumer food waste to Hirzel Farms along with several other businesses and organizations within Wood County.

In 2021, the City of Bowling Green established a residential Food Waste Drop-Off. The city contracted with GoZero on the project. All collected food waste is taken to Andre Farms



in Wauseon, Ohio to be composted. The following food items are accepted: baked goods and pasta, beans and eggs, fats and sugars, fruits and vegetables, greasy pizza boxes, paper towels and napkins (unlined paper items), and raw/cooked meat, bones and dairy. The program is limited to residential participation, but the city encourages businesses to contact GoZero directly for commercial services. The District will be working with the city to obtain data and information about this new program.

B. Glass

Name	Start Date	End Date	Goal
Bowling Green Recycling Center Glass Subsidy	Existing	Ongoing	1, 2

The District pays the Bowling Green Recycling Center \$30/ton to offset the cost of glass recycling at its facility.

Name	Start Date	End Date	Goal
O-I Glass/City of Perrysburg Glass Drop-Offs	May 2021	Ongoing	1, 2

In 2021, the City of Perrysburg partnered with O-I Glass Inc. to create a glass drop-off recycling opportunity for residents and businesses. O-I Glass Inc. is an American Fortune 500 company that specializes in container glass products with its world headquarters located in Wood County. The glass will be used by O-I Glass in its manufacturing process. There are three drop-off locations in the Perrysburg area.

C. *Fiber/Paper*

Name	Start Date	End Date	Goal
Personal Shredding Events	Existing	Ongoing	1, 2, 4

From 2018 to 2020, the District partnered with the Wood County Department of Jobs and Family Services (JFS) to host an annual Personal Shredding Event for Wood County residents. Residents could bring up to five boxes of material to be shredded securely onsite and then recycled. In return, residents were asked to donate a toy or gift card to support children involved in the JFS system during the holidays. The District paid for the cost of the shredding contract and provided staffing and promotional assistance. The event is popular, and the District is working with JFS to host two shredding events annually in the future.

11. **Funding/Grants**

A. *Incentive Based Grants*

Name	Start Date	End Date	Goal
Per Capita Incentive Grant Program	1993	Ongoing	1, 2

The District provides incentive funding to each local government that participates in a residential recycling program. The amount of funding is subject to availability of funds. Currently, the allocation is \$1.00 per person for providing a drop-off or participating in the county's drop-off program and \$1.50 per person for providing a curbside program. The local governments are paid annually, and the population is based upon the most recent federal census. In return for receiving these funds, each local government must annually report on the volumes of materials recycled and diverted from the landfill.

B. *Improvement Grants*

The District does not offer any improvement grants.

12. Economic Incentives

A. Volume-Based Billing/Pay-As-You-Throw Trash Collection Services

The District does not have any Volume-Based Billing/Pay-As-You-Throw Trash Collection Services.

B. Financial Award Programs (e.g., RecycleBank, "Get Caught Recycling")

The District does not have any financial award programs. The District may consider this type of program as part of its Social Marketing Strategy to reduce contamination in recycling. See Appendix L.

C. Other Economic Incentive Programs

The District does not have any other economic incentive programs.

13. Market Development Programs

The District does not have any market development programs.

14. Feasibility Studies

The District does not have feasibility studies ongoing or planned.

15. Facilities

A. Materials Recovery Facilities/Recycling Centers

The District does not have any materials recovery facilities/recycling centers.

B. Landfills

Name	Start Date	End Date	Goal
Wood County Landfill	Existing	Ongoing	1, 2

The Wood County Landfill is owned and operated by the Wood County Board of Commissioners. It is a municipal solid waste landfill permitted by Ohio EPA. The landfill currently has 3.4 years of remaining capacity but has a pending permit-to-install for an expansion project that would increase capacity for up to 111 years based on current tonnage.

Name	Start Date	End Date	Goal
Evergreen Recycling & Disposal Facility	Existing	Ongoing	1, 2

Evergreen Recycling & Disposal Facility is a municipal solid waste landfill owned by Waste Management. It accepts municipal and industrial waste. According to the 2020 Ohio Solid Waste Facility Data Tables, the landfill has 36 years of remaining landfill capacity assuming the current rate of use.

C. Closed Facility Maintenance (Closure/Post-Closure Care)

There are no closed facilities located in the District.

D. Transfer Facilities

There are no transfer facilities located in the District.

E. Composting Facilities

See "Yard Waste/Composting" above.

16. Data Collection

Name	Start Date	End Date	Goal
Residential Recycling Survey	Existing	Ongoing	1, 2
Commercial and Industrial Business Surveys	Existing	Ongoing	1, 2

The District collects survey information annually from local governments regarding their recycling programs for use in the District's annual district report. The survey is one page long and requests the following information: disposal landfill used, service provider, tons of waste collected, curbside recycling provider, the pounds of materials recycled, tons of yard waste diverted (leaves, grass, brush) and where the material is taken, and number of tires collected. The local governments obtain their data from their service provider.

If the community participates in the District's drop-off program, it does not report any pounds of recyclable as that information is provided directly to the District from Republic Services.

The District also collects survey information from commercial and industrial generators. The District uses an Ohio EPA survey template, and the mailing list is developed from the prior year's commercial sources list. The District sometimes has difficulty obtaining responses.



17. Outreach, Education, Awareness, and Technical Assistance

Under Goal 3 of the 2020 State Plan, the District must provide the following required programs:

- A website;
- A comprehensive resource guide;
- An inventory of available infrastructure; and
- A speaker or presenter.

The District must also have an outreach and marketing plan in accordance with Goal 4.

A. *Web Page*

The District's website www.recyclewoodcounty.org is updated regularly. The homepage provides a wide variety of helpful recycling information for residents and includes contact information and a link to the District's Solid Waste Management Plan. The website also includes links with information about the Landfill, Recycling, Events, Recycling Outreach and About Us. Each of these links provide additional categories of information. Residents can also sign up for the quarterly e-newsletter "WOOD You Recycle?" on the website and view several recycling tutorial videos.



B. *Resource Guide*

The District has a comprehensive resource guide on its website which helps users find appropriate places to recycle and/or dispose of various materials. Information is also provided about composting and yard waste disposal opportunities. The recycling guide information can be accessed electronically on the District website. Printed copies can also be provided, upon request. The District periodically reviews this information to ensure it is complete, accurate and user-friendly.

C. *Infrastructure Inventory*

The District's infrastructure inventory is posted on the District website and a hard copy is available for distribution at outreach events.

D. *Education Provider*

The District employs a Recycling Outreach Coordinator to perform education and outreach activities. This position is responsible for creating and providing waste-related educational programming for youth and adults, providing landfill tours, providing technical assistance, and participating in outreach events. Presentations are tailored to the target audience.

D. *Outreach and Marketing Plan*

The 2020 State Plan requires the District to provide education, outreach, marketing, and technical assistance regarding reduction and reuse through an outreach and marketing plan. The outreach and marketing plan will be the District's comprehensive strategy for providing education, technical assistance, and outreach to all of its constituents. The

outreach and marketing plan will also contain the strategy for evolving the District's environmental education programs away from traditional awareness education towards changing peoples' behaviors.

The District must incorporate the following three components into its outreach and marketing plan.

- The District must address five target audiences (residents, schools, commercial/institutional, industrial, and communities/elected officials);
- The District must follow basic best practices when developing and selecting outreach programs; and
- The District must select an outreach priority and provide education and outreach programs to all appropriate audiences in the context of the priority using social marketing principles and tools. The District's strategy for addressing the outreach priority will be a portion of the overall outreach and marketing plan.

See Appendix L for more information about outreach & marketing plan requirements.

Table 5-D. Summary of Outreach Programs and Targeted Audience

Outreach Program	Start Date	End Date	Goal	Target Audience				
				Residents	Schools	Industrial	Institutions/ Commercial	Elected Officials
Website*	Existing	Ongoing	3, 4	X	X	X	X	X
Comprehensive Resource Guide*	Existing	Ongoing	3, 4	X			X	X
Infrastructure Inventory*	Existing	Ongoing	3, 4	X			X	X
Campaign to Reduce Drop-Off Recycling Contamination	2023/2024	Ongoing – based on evaluation	4	X			X	X
Speaker/Presentations	Existing	Ongoing	3, 4	X	X	X	X	X
Advertising/Media/Social media	Existing	Ongoing	4	X	X	X	X	X
Electronic Newsletter	Existing	Ongoing	4	X	X	X	X	X
Wood County Government Recycling	Existing	Ongoing	4				X	
Commercial Survey Outreach	2023	Ongoing	4				X	
Environmental Education Loan Box Program	Existing	Ongoing	4		X			
Special Events	Existing	Ongoing	4	X	X			X
Curriculum-based Presentations for Schools	Existing	Ongoing	4		X			
Economic Development Roundtable Luncheons	2023	Ongoing	4			X		
Annual Township Meeting/Community Outreach	Existing	Ongoing	4					X

Note: * website, comprehensive resource guide, recycling infrastructure were discussed above.

1. Residential Sector

Name	Start Date	End Date	Goal
Campaign to Reduce Drop-Off Recycling Contamination	Research to start 2023/2024	Ongoing	1, 2

The District will be developing a marketing campaign directed at two neighboring 24/7 drop-off recycling locations with the goal of reducing contamination at the sites. The initial steps will involve performing waste audits and resident surveys at the drop-off locations over several weeks. The District will then document the findings and this information will serve as a baseline for the campaign. The District will work directly with the mayors of each community to get a better understanding of the local site issues and will seek their support in marketing the program on Facebook and other local social media outlets.

After obtaining local support and compiling audit/survey responses, the District will provide outreach to the communities by a combination of targeted efforts, such as mailers, billboards, presentations, fair booth, direct contact with residents and other similar outreach. The District may try to incorporate a reward or recognition for those residents found to be “recycling right” at the site.

Several months later, District staff will perform a follow-up waste audit and resident survey at the drop-off locations and compare the results. If contamination has been reduced and/or survey information supports changed behavior, the strategy may be extended to other communities.

Name	Start Date	End Date	Goal
Advertising/Media	Ongoing	Ongoing	1, 2, 4

The District relies heavily on its website as a means of promoting events, describing services, identifying recycling and waste disposal opportunities, and educating the public on available services and infrastructure. When necessary, the District will also purchase advertisement space in local publications.

Prior to the Covid-19 pandemic, the District purchased at least one billboard advertisement per year as part of the annual billboard artwork contest. The contest is open to all kindergarten – 7th grade students residing in Wood County. Each year, the District selects a theme and the students are asked to design their artwork promoting this message. One winner is selected, honored during a school assembly and then the child's entry is posted on a local billboard for one month.



The Recycling Outreach Coordinator is a guest on a local radio station in Bowling Green, Ohio at least quarterly. This

provides the District with an opportunity to promote recycling, upcoming events, and communicate program challenges/successes with a large audience. Occasionally, the local newspapers will cover a recycling related story, which also provides program exposure. The District has not utilized television advertisements due to the cost.

The District has a large collection of brochures and pamphlets describing various programs. These brochures are distributed at community events, presentations and other locations throughout the County. The District attempts to direct residents to the website rather than print large number of brochures and pamphlets that frequently need updated.

Currently, the District does not have an official presence on social media. On occasion, the Recycling Outreach Coordinator will provide information to a community leader to share on the community's Facebook page or other social media outlet. This has been an effective tool to reach a specific audience.

Name	Start Date	End Date	Goal
Speaker/Presentations	Ongoing	Ongoing	1,2,3,4

Historically, the District's primary focus for presentations has been education and public awareness about solid waste management and recycling. Some of the programs provided by the Outreach Recycling Coordinator include:

- Recycle Right – education on proper recycling;
- Compost 101 – basics of backyard composting;
- Home Safe Home – safe alternatives to household chemicals; and
- Recycled arts and crafts – upcycle common items into crafts.

The District's new strategy will be to incorporate social marketing principles into these outreach efforts and focus on changing behavior rather than just creating awareness. Presentations will be tailored to the target audience.

Earth Day

The District partners with over twenty (20) community organizations and businesses to coordinate events, volunteer opportunities and educational presentations throughout the month of April. Each partner is responsible for organizing opportunities for community involvement throughout the month, which are advertised/promoted by all involved.



Wood County Fair

In 2020, the Wood County Fair was canceled due to the Covid-19 pandemic but returned for the 2021 season. The District utilizes its education trailer to set up a display at the fair. The display includes several brochures on recycling and proper waste disposal, and a staff member is available to answer questions about solid waste management practices in Wood County.

The District disperses the largest quantity of brochures, household recycling guides and promotional materials during this event. The District also provides ClearStream containers and works with the Fair Board to implement additional recycling and waste reduction strategies.

Tours

The District provides tours of the Wood County Landfill. Groups are taken to the working face where garbage is being compacted. The District explains the landfill construction process and the technology required to dispose of garbage safely.

Shredding Event

In 2018 - 2020, the District partnered with the Wood County Department of Jobs and Family Services (JFS) to host an annual Personal Shredding Event for Wood County residents. Residents could bring up to five boxes of material to be shredded securely onsite and then recycled. In return, residents were asked to donate a toy or gift card to support children involved in the JFS system during the holidays. The District paid for the cost of the shredding contract and provided staffing and promotional assistance. The event is popular, and the District is working with JFS to host two shredding events annually in the future.



Other Special Events

The District generally participates in 15-20 events per year. These events provide an opportunity to interact with residents within the community. Brochures, Household Recycling Guides, and promotional items are provided at all events.

Name	Start Date	End Date	Goal
Electronic Newsletter	Ongoing	Ongoing	1, 2

The District issues a quarterly electronic newsletter called "WOOD you recycle?" that contains updates about recycling programs and upcoming events. The e-newsletter also provides staff updates and information about the landfill, composting, ocean pollution, littering, electronics recycling, recycling right and other similar topics.

2. Commercial/Institutional Sector

Name	Start Date	End Date	Goal
Wood County Government Recycling	Ongoing	Ongoing	1, 2

The District will contact each agency annually to identify the person responsible for the recycling program. District staff will check on participation, offer help as necessary and verify the infrastructure and/or containers are sufficient. Some of the Wood County recycling is taken to the Bowling Green Recycling Center and some is collected by Republic Services. It is difficult to determine agency volumes given the method of collection.

Name	Start Date	End Date	Goal
Commercial Survey Outreach	2023	Ongoing	1, 2

The amount of commercial recycling surveys received by the District continues to decrease. The District does not believe a marketing strategy will be effective due to the voluntary nature of the survey. The District will attempt to reach more commercial businesses by direct contact, emails to businesses, attendance at Chamber of Commerce functions and networking. The District will try to assist small businesses to find recycling solutions at the Bowling Green Recycling Center or with a private provider. The District will also check-in with some of the agencies that were previously served by WLI to make sure that they have found an alternative recycling program.

3. Industrial Sector

Name	Start Date	End Date	Goal
Economic Development Roundtable Luncheons	Ongoing	Ongoing	1, 2

District staff will attend the monthly economic development roundtable luncheons to network with local industry and provide technical assistance and/or grant opportunities when available.

4. Political Leaders

Name	Start Date	End Date	Goal
Annual Township Meeting/Community Outreach	Ongoing	Ongoing	1, 2

The District provides a booth at the annual Township Trustee Winter Meeting. The event is attended by county agencies, township trustees, county elected officials and some state officials. The District did not attend in 2020 due to the pandemic but expects to provide a booth in the future. This event is an excellent opportunity to network with elected officials. The District is given an opportunity to provide an update on the county's 24/7 drop-off recycling program at the meeting.

The District also has direct communication with mayors, trustees, and other officials from the host communities of the 24/7 drop-off program. The District has found that when issues arise at the sites, it is best to deal directly with local officials to understand their concerns and find solutions. The District will quarterly check-in with the 24/7 drop-off program host community leaders.

5. Schools

Name	Start Date	End Date	Goal
Environmental Education Loan Box Program	Ongoing	Ongoing	1,2,3,4

Educators are always looking for new activities to introduce to their classroom. In response, several loan boxes were designed and contain material for some of the District's most popular youth presentations. Examples include Edible Landfill, Newspaper Pot Making, Litter Playground, and several others. Educators, 4-H clubs, scout groups and other organizations are also encouraged to borrow these kits to help supplement environmental lessons. The District may also consider creating some adult education and outreach loan boxes.

Name	Start Date	End Date	Goal
Curriculum-based Presentations for Schools	Ongoing	Ongoing	1,2,3,4

The District provides a wide variety of curriculum-based presentations and activities for k-12 schools. Some of the presentations provided are listed below:

- Happy Recyclables – pre-K and K presentation.
- Litter Playground - pre-K and K presentation.
- Michael Recycle - pre-K and K presentation.
- The 3 R's - explanation and what happens to recycled materials.
- Green Shopping – how to be an eco-conscious consumer.
- Recycle Right Relay - interactive game in which students sort materials and determine if they belong in the trash, curbside/drop-off recycling, or special recycling program.
- Watershed and Biomes - impact of pollution and litter on watershed systems.
- Edible Landfills - participants build their own landfill based on liner system using food.
- Virtual presentations – available on YouTube that can be sent directly to educators.



6. Outreach Priority

The District's outreach priority for this planning period will be a campaign to decrease contamination in county recycling programs. The program will be initiated in two drop-off site communities. If measured results show a decrease in contamination, the program may be extended to other communities. See description of social marketing strategy above.

The overall theme of reducing contamination will also be incorporated into many of the existing outreach activities, including presentations, advertisements, website, electronic newsletter, and some school activities.

Most of the marketing ideas listed above include some sort of evaluation, but the most important indicator of success will be an increase in measured recycling and a decrease in contamination.

18. Other Programs

A. Health Department Support

The District does not receive support from the Health Department.

B. County Assistance

The District does not receive any supplemental support from the County.

C. Open Dumping/Litter Enforcement and open dump/tire dump cleanup

Name	Start Date	End Date	Goal
Township/Engineer Road Cleanup Program	Ongoing	Ongoing	1, 2

During the spring of each year, the District hosts a cleanup event where township trustees and the County Engineer's Office can collect roadside litter, scrap tires and other waste materials and dispose of them at the Wood County Landfill free of charge. The cleanup time period is generally 4-6 weeks. Recyclables are taken to the Bowling Green Recycling Center.

Other Cleanup Projects - Funds for cleanup projects, such as improper disposal, are allowable under the plan but dependent on availability of funds.

D. Municipal Corporation/Township Assistance

See technical assistance programs above.

E. Disaster Debris Assistance

Funds for cleanup projects, such as disaster clean up, are part of the plan but dependent on sufficient funds being available.

F. Closed Facility Maintenance/Post-Closure Care

Funds are authorized for closure/post-closure of the Wood County Landfill including accumulation of funds and payment for leachate handling facilities and treatment.

G. Facility Ownership/Operations

No current programs.

C. Waste Reduction and Recycling Rates (WR-R)**1. Residential/Commercial Recycling in the District**

Goal 2 challenges SWMDs to reduce and recycle 25 percent of the solid waste generated by the residential/commercial sector. Waste from the residential and commercial sector is essentially municipal solid waste. Ohio measures diversion from landfills, not just recycling. Thus, composted yard waste contributes to achieving Goal 2 as does volume reduction achieved through incinerating solid waste. See Appendix K for more detailed information on the District's progress toward achieving the residential/commercial reduction and recycling rate (Goal 2 of the 2020 State Plan).

The District strives to increase participation of residents, businesses, and institutions in existing recycling opportunities, to decrease the amount of contamination in drop-off and curbside recycling containers, and to improve data collection, particularly data from the commercial and institutional sectors.

Table 5-3 Residential/Commercial Waste Reduction and Recycling Rate

Year	Projected Quantity Collected (tons)	Residential/ Commercial WR-R (%)
2023	43,224	26%
2024	44,572	27%
2025	45,988	27%
2026	47,475	28%
2027	49,036	28%
2028	50,676	29%

Source: Table K-1

In the reference year, the District's residential/commercial sector achieved a 23% waste reduction and recycling rate, slightly below the 25% requirement to achieve Goal 2. In Table 5-3, the District projects modest increases in waste diversion to attain a recycling rate of 26% by 2023. See Appendix K for more detailed information on the waste reduction and recycling rate for the residential/commercial sector.

2. Industrial Recycling in the District

The Ohio EPA eliminated the industrial recycling rate percentage goal in the 2020 State Plan. However, the District typically has a very high industrial recycling rate (94% for reference year 2020).

Table 5-4 shows that the industrial recycling rate in the district is projected to exceed 90%.

Table 5-4 Industrial Waste Reduction and Recycling Rate

Year	Projected Quantity Collected (tons)	Industrial WR-R (%)
2023	110,407	93%
2024	110,407	93%
2025	110,407	92%
2026	110,407	92%
2027	110,407	92%
2028	110,407	91%

Source: Table K-2

These projections are based on a slight increase in the amount disposed over the planning period based on historical trends. The District anticipates consistent rates of recycling in the industrial sector; therefore, the tons of recovered material (projected quantity collected) were held constant for the entire planning period.

Industries in the District are well established and have done an excellent job in reducing waste and in diverting materials from disposal through recycling programs. The amount of recycling has decrease over the years, but the percentage of total industrial waste recycled continues to be high.

CHAPTER 6 BUDGET

Purpose of Chapter 6

The budget accounts for how the SWMD will obtain money to pay for operating the SWMD and how the SWMD will spend that money. For revenue, the solid waste management plan identifies the sources of funding the SWMD will use to implement its approved solid waste management plan. The plan also provides estimates of how much revenue the SWMD expects to receive from each source. For expenses, the solid waste management plan identifies the programs the SWMD intends to fund during the planning period and estimates how much the SWMD will spend on each program. The plan must also demonstrate that planned expenses will be made in accordance with ten allowable uses that are prescribed in ORC Section 3734.57(G).

Ultimately, the solid waste management plan must demonstrate that the SWMD will have adequate money to implement the approved solid waste management plan. The plan does this by providing annual projections for revenues, expenses and cash balances.

If projections show that the SWMD will not have enough money to pay for all planned expenses or if the SWMD has reason to believe that uncertain circumstances could change its future financial position, then the plan must demonstrate how the SWMD will balance its budget. This can be done by increasing revenues, decreasing expenses, or some combination of both.

This chapter of the solid waste management plan provides an overview of the SWMD's budget. Detailed information about the budget is provided in Appendix O.

A. Overview of the SWMD's Budget

The District is committed to implementing planned strategies, programs and activities in a cost-effective manner. The budget tables prepared for this plan update demonstrate that the District will have adequate funding through the planning period to implement the solid waste management plan.

Budget projections are not a binding commitment by the District to expend a specific amount of funding on a particular strategy, facility, program and/or activity. The District will review and revise the budget as needed, with input from the Wood County Board of Commissioners and Policy Committee, to ensure effective implementation of the plan. The District will expend solid waste district funds in accordance with the ten allowable uses prescribed in ORC 3734.57(G).

B. Revenue

Overview of How Solid Waste Management Districts Earn Revenue

SWMDs have multiple options to raise the revenue to finance their solid waste management plans. A SWMD can use just one or as many of these options as needed. Two of the most used options are disposal fees and generation fees. Before a SWMD can collect a generation or disposal fee it must first obtain approval from local communities through a ratification process.

Disposal Fees (See Ohio Revised Code Section 3734.57(B))

Disposal fees are collected on each ton of solid waste that is disposed at landfills in the levying SWMD. There are three components, or tiers, to the fee. The tiers correspond to where waste originated – from within the SWMD (in-district), from other SWMDs (out-of-district), or from other states.

Ohio's law prescribes the following limits on disposal fees:

- The in-district fee must be at least \$1.00 and no more than \$2.00.
- The out-of-district fee must be at least \$2.00 and no more than \$4.00; and
- The out-of-state fee must be equal to the in-district fee.

Generation fees (see Ohio Revised Code Section 3734.573)

Generation Fees are collected on each ton of solid waste that is generated within the SWMD and accepted at transfer facilities or landfills in Ohio. There are no minimum or maximum limits on the per ton amount for generation fees.

Rates and Charges (see Ohio Revised Code Section 343.08)

The board of directors can collect money for a SWMD through what are called rates and charges. The board can require anyone that receives solid waste services from the SWMD to pay for those services.

Contracts (see Ohio Revised Code Sections 343.02 and 343.03)

The board of directors can contract with owners/operators of solid waste facilities or transporters of solid waste to collect generation or disposal fees on behalf of a SWMD.

Other Sources of Revenue

Other sources SWMDs use to earn revenue include:

- Revenue from the sale of recyclable materials.
- User fees (such as fees charged to participate in scrap tire and appliance collections).
- County contributions (such as from the general revenue fund or revenues from publicly operated solid waste facilities (i.e. landfills, transfer facilities).
- Interest earned on cash balances.
- Grants.
- Debt.
- Bonds.

Funding mechanisms used by the District include a three-tier disposal fee charged at landfills located in Wood County, a designation or contract fee charged at landfills and transfer stations who are designated to accept solid waste generated in Wood County, and other sources such as receipts from the County's on-line auction of departmental surplus items and salary reimbursements.

1. Disposal Fees

The largest source of revenue for the District is disposal fees. Disposal fees are collected on each ton of solid waste disposed at landfills in the District. Wood County Landfill and Evergreen Recycling & Disposal Facility are the only in-district landfills. The District's disposal fees are currently \$2.00 per ton for in-district waste, \$4.00 per ton for out-of-district waste and \$2.00 per ton for out-of-state waste. In 2020, the District received \$471,529 in disposal fees.

The Wood County Landfill has experienced a steady increase of in-district tonnage disposal over the past three years, while Evergreen Recycling & Disposal Facility has experienced a significant decrease of out-of-district and out-of-state tonnage over that same time period. Since Evergreen is a much larger facility than the Wood County Landfill, its decreasing tonnage has a greater impact on overall disposal fees. As a result, the District's annual disposal fee revenue decreased by 21% between 2016-2020. In 2021, the District experienced a small increase of 3.5%, attributable to an increase in in-district tonnage.

Due to decreasing disposal fees and fluctuating tonnage, the District's revenue estimates are conservative. For 2023, the District projects a 3% increase in in-district disposal fees, 7% decrease in out-of-districts disposal fees, and a 9% decrease for out-of-state disposal fees. The District applied the increase/decrease over each fee category for the first six years of the planning period and held the amounts constant for the remaining years. The percentage increase/decrease was based on the average percent change in each category over 2016-2021.

The District anticipates the \$2.00/\$4.00/\$2.00 waste disposal fee structure will provide sufficient revenue to implement plan activities through the planning period. Although the District has no plans to adjust the disposal fee schedule during the planning period, it reserves the right to do so if necessary.

2. Generation Fees

The District does not currently have a generation fee. However, the District reserves the right to do so during the planning period if needed.

3. Fees Collected via Designation Agreements

In accordance with Ohio Revised Code 343.014, a solid waste management district may adopt designation fees to assure adequate financing to implement the approved solid waste district management plan. The District implemented a designation contract fee of

\$2.00 per ton for municipal solid waste on October 1, 2011. Agreements were established with designated transfer facilities and landfills for a period of five years. These agreements ensure that all municipal solid waste generated in Wood County, whether disposed within or outside the County, support state-mandated programs and the solid waste management plan. The agreements with existing facilities were renewed on October 1, 2016, and then again on October 1, 2021 for an additional five-year term.

The District projects a 2% increase in designation fee revenue annually for the first six years of the planning period with the remaining years held constant. The percentage increase was calculated based on the average percent change over 2016-2021.

The District believes the \$2.00 per ton fee is sufficient to supplement disposal fee revenue and maintain programming costs throughout the planning period. Thus, the District plans to maintain the \$2.00 per ton designation fee through the planning period. However, under the current designation agreements, the District has the authority to increase, or decrease, the fee amount. The current agreements also have an option to be renewed for an additional five-year term.

4. Other Funding Mechanisms

In addition to disposal and designation fees, the District receives revenue from items sold on the Wood County Internet Auctions and salary reimbursement. The auction includes revenue from the sale of obsolete and/or surplus items and equipment and generates minimal revenue. Salary reimbursement from the Wood County Landfill is an amount equal to 25% of the District Office Manager's salary and benefits for administrative/fiscal work provided throughout the year to the Wood County Landfill.

5. Summary of Revenue

Table 6-1 Summary of Revenue

Year	Disposal Fees	Generation Fees	Designation Fees	Other Revenue			Total Revenue
				Auction Revenue	Salary Reimbursement	Miscellaneous	
Reference Year							
2020	\$471,529	\$0	\$71,100	\$0	\$16,116	\$7,860	\$566,605
Planning Period							
2023	\$463,088	\$0	\$78,163	\$1,066	\$17,029	\$0	\$559,346
2024	\$452,837	\$0	\$79,726	\$1,066	\$17,370	\$0	\$550,999
2025	\$443,984	\$0	\$81,320	\$1,066	\$17,717	\$0	\$544,088
2026	\$436,449	\$0	\$82,947	\$1,066	\$18,071	\$0	\$538,534
2027	\$430,160	\$0	\$84,606	\$1,066	\$18,433	\$0	\$534,265
2028	\$425,050	\$0	\$86,298	\$1,066	\$18,801	\$0	\$531,216

Source: Tables O-1 through O-6

Table 6-1 shows historic revenues, reference year revenue (2020), and the projected revenues for the planning period.

C. Expenses

Overview of How Solid Waste Management Districts Spend Money

SWMDs can spend revenue on 10 purposes named in law. All uses are directly related to managing solid waste or for dealing with the effects of hosting a solid waste facility. The 10 uses are as follows:

1. Preparing, monitoring, and reviewing implementation of a solid waste management plan.
2. Implementing the approved solid waste management plan.
3. Financial assistance to approved boards of health to enforce Ohio's solid waste laws and regulations.
4. Financial assistance to counties for the added costs of hosting a solid waste facility.
5. Sampling public or private wells on properties adjacent to a solid waste facility.
6. Inspecting solid wastes generated outside of Ohio and disposed within the SWMD.
7. Financial assistance to boards of health for enforcing open burning and open dumping laws, and to law enforcement agencies for enforcing anti-littering laws and ordinances.
8. Financial assistance to approved boards of health for operator certification training.
9. Financial assistance to municipal corporations and townships for the added costs of hosting a solid waste facility that is not a landfill.
10. Financial assistance to communities adjacent to and affected by a publicly owned landfill when those communities are not located within the SWMD.

Typically, most of a SWMD's budget is used to implement the approved solid waste management plan (allowable use 2). Expenses a SWMD can incur include:

- salaries and benefits.
- purchasing and operating equipment (such as collection vehicles and drop-off containers).
- operating facilities (such as recycling centers, solid waste transfer facilities, and composting facilities).
- offering collection programs (such as for yard waste and scrap tires).
- providing outreach and education.
- providing services (such as curbside recycling services).
- paying for community clean-up programs.

Table 6-2 Summary of Expenses

Expense Category	Year						
	Reference 2020	Planning Period					
		2023	2024	2025	2026	2027	2028
Plan Monitoring and Preparation	\$0	\$10,000	\$5,000	\$5,000	\$5,000	\$15,000	\$10,000
District Administration	\$126,068	\$132,916	\$135,521	\$138,177	\$140,885	\$143,646	\$146,462
Landfill Closure/Post-Closure	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Curbside Recycling	\$111,554	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000
Drop-off Recycling	\$175,559	\$185,000	\$188,000	\$191,000	\$194,000	\$197,000	\$200,000
Special Collections	\$390	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Education/Awareness	\$76,100	\$89,612	\$91,394	\$93,211	\$95,065	\$96,956	\$98,884
Service Contracts	\$5,658	\$0	\$0	\$0	\$0	\$0	\$0
Dump Cleanup	\$1,409	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Total Expenses	\$526,738	\$531,527	\$533,914	\$541,388	\$548,950	\$566,602	\$569,346

Source: Table O-8

Table 6-2 summarizes the types of expenses the District had for the reference year, and the projections for the planning period.

The District has estimated the costs to implement the programs and activities identified in the plan. Projections were made for 2022 through 2039. Slight bumps in expenses over the planning period are attributed to three-year periods during which a plan update is assumed. A large portion of the budget is dedicated to the District's per capita payment program to support curbside and drop-off residential recycling programming. Another major expense is the cost of a private hauling contract with Republic Services, which provides transportation and processing of recyclables collected at the 12 full-time rural residential drop-off recycling sites. The current contract expires June 2023 and a request for proposals process will occur in late 2022 or early 2023.

The District reviewed historical data, anticipated changes to program, and inflation to project the budget over the planning period. The District does not expect programming and activities to change significantly, therefore projected expenses for 2022 through 2039 remain fairly consistent. The District will budget additional funds for Advertisement/Promotion to support the marketing strategy discussed in Appendix L. An inflationary increase of 1.9%¹⁰ was applied to some expenditures to reflect future costs. The District calculated the inflation rate using the average inflation rate over 2017-2020. Detailed information regarding projected expenses can be found in Appendix O.

¹⁰ US Inflation; Annual Rate, the Bureau of Labor Statistics CPI. (2017-2020)

D. Budget Summary

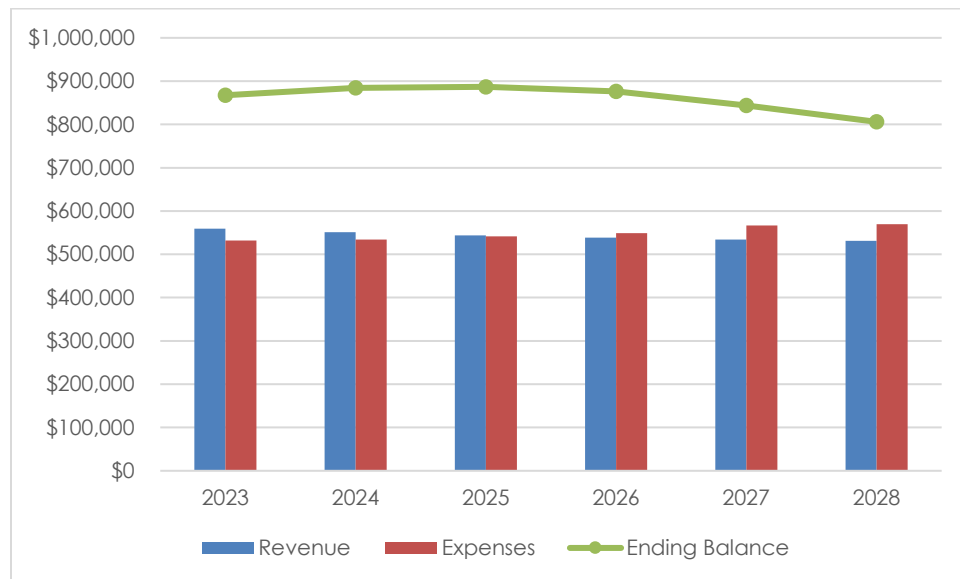
The District strives to maintain at least one year's budget in reserve to cover any unforeseen expenses or sudden loss of revenue. In 2020, the District had a year-end balance of \$746,334. Starting in the planning period year 2023, the estimated balance will be \$867,110, with the ending balance in the sixth year of the planning period projected to be \$806,010. While it is anticipated that expenses will continue to increase and revenues decrease, the projected ending balance is expected to be sufficient throughout the planning period.

Table 6-3 Budget Summary

Year	Revenue	Expenses	Net Difference	Ending Balance
Reference Year				
2020	\$566,605	\$526,738	\$39,867	\$746,334
Planning Period				
2023	\$559,346	\$531,527	\$27,819	\$867,110
2024	\$550,999	\$533,914	\$17,085	\$884,194
2025	\$544,088	\$541,388	\$2,700	\$886,894
2026	\$538,534	\$548,950	(\$10,417)	\$876,477
2027	\$534,265	\$566,602	(\$32,337)	\$844,140
2028	\$531,216	\$569,346	(\$38,130)	\$806,010

Source: Table O-8

Figure 6-1 Projected Budget Summary



APPENDIX A MISCELLANEOUS INFORMATION

A. Reference Year

The reference year for this solid waste management plan is 2020.

B. Planning Period (first and last years)

The planning period for this solid waste management plan is: 2023 to 2039

Since the planned approval deadline is November 17, 2023, an extra year was added to the 15-year planning period. This will maintain the minimum 15-year planning period in the event the plan is not approved until 2024.

C. Goal Statement

The SWMD will achieve the following Goal:

Goal 1: The SWMD shall provide its residents and commercial businesses with access to opportunities to recycle solid waste. At a minimum, the SWMD must provide access to recycling opportunities to 80 percent of its residential population in each county and ensure that commercial generators have access to adequate recycling opportunities.

D. Explanations of differences between data previously reported and data used in the solid waste management plan

a. Differences in quantities of materials recovered between the annual district report and the solid waste management plan.

- Industrial
 - "Total Industrial Recovery" in 2020 was listed as 122,998.70 tons in the 2020 ADR and Table F-6 shows a total of 110,407 tons (difference of 12,592 tons). Industrial ferrous data for the 2020 ADR was incorrect due to a data entry error and has been adjusted in Table F-1, F-4, F-5, and F-6.

b. Differences in financial information reported in quarterly fee reports and the financial data used in the solid waste management plan.

- None.

E. Material Change in Circumstances/Contingencies

Pursuant to ORC 3734.56(D), when the Board of Commissioners of a single-county district "determines that circumstances materially changed from those addressed in the approved initial or amended plan of the district," the Board shall request the solid waste management policy committee to prepare a draft amended plan.

To make this determination, the Board shall consider the following factors:

1. Significant change(s) in waste generation, including the increase or decrease of industrial waste generation, commercial waste generation and/or residential waste generation.
2. Significant change in the availability of capacity, that could cause a capacity shortfall prior to the next planned five-year update.
3. Significant change regarding waste reduction and/or recycling strategies that could limit the ability of the District to comply with state plan goals.
4. Significant reduction in revenue for plan implementation.
5. Significant change in the procedures to be followed for plan implementation that could affect plan implementation and compliance with state goals.
6. Significant change in the timetable for implementation of programs and/or activities that could limit the District's ability to comply with state goals.

The Solid Waste Management District Office will monitor for significant changes that could cause a material change in circumstances. This monitoring will be ongoing during the planning period. The District shall review the Annual Ohio Facility Data Report to analyze remaining capacity at landfills located in the district and those receiving Wood County waste outside of the district.

Within 60 days of recognizing a probable material change of circumstance, District staff shall present the information and provide recommendations to the Board of County Commissioners. The Policy Committee may also make recommendations to the Board of Commissioners concerning material changes that could require plan update or revision. Recommendations from the Policy Committee shall be in writing and approved by a vote of the committee.

If the Board of Commissioners determines that there has been a material change in circumstances requiring a plan amendment, the Board will request the Policy Committee to prepare a draft amended plan for completion within a time period prescribed by the Board.

APPENDIX B RECYCLING INFRASTRUCTURE INVENTORY

Appendix B provides an inventory of the recycling infrastructure that existed in the reference year. This inventory includes residential curbside collection, drop-off recycling, mixed waste materials recovery facilities, waste companies providing recycling collection and trash collection, and composting facilities and yard waste programs.

A. Curbside Recycling Services, Drop-Off Recycling Locations, and Mixed Solid Waste Materials Recovery Facilities

1. Curbside Recycling Services

Table B-1a Inventory of Non-Subscription Curbside (NSC) Recycling Services Available in the Reference Year

ID #	Name of Curbside Service	Service Provider	County	How Service is Provided	Collection Frequency	Materials Collected	Type of Collection	PAYT (Y/N)	Tons of Materials Collected from SWMD	Service will Continue Throughout Planning Period (Y/N)
NSC1	City of Bowling Green	Republic Services	Wood	City of Bowling Green Public Works	weekly	M, C, SC, G, P, N, OF, OCC	single-stream, automated	N	1,000	Y
NSC2	City of Perrysburg	Republic Services	Wood	City of Perrysburg Public Service	weekly	M, C, SC, G, P, N, OF, OCC	single-stream, automated	N	1,347	Y
NSC3	Village of Haskins	Waste Management	Wood	private hauler	bi-weekly	M, C, SC, G, P, N, OF, OCC	single-stream, automated	N	73	Y
NSC4	City of Northwood	Waste Management	Wood	private hauler	weekly	M, C, SC, G, P, N, OF, OCC	single-stream, automated	N	137	Y-SC
NSC5	City of Rossford	Waste Management	Wood	private hauler	weekly	M, C, SC, G, P, N, OF, OCC	single-stream, automated	N	256	Y-SC
NSC6	Village of Millbury	Republic Services	Wood	private hauler	weekly	M, C, SC, G, P, N, OF, OCC	single-stream, automated	N	45	N
Total									2,858	

Notes:

M = magazines, C = aluminum and bi-metal cans, SC = steel containers, G = Glass, P = plastic, N = newspaper, OF = office paper, OCC = corrugated cardboard
PAYT = Pay-As-You-Throw

Table B-1b Inventory of Subscription Curbside (SC) Recycling Services Available in the Reference Year

ID #	Name of Curbside Service	County	How Service is Provided	Collection Frequency	Materials Collected	Type of Collection	PAYT (Y/N)	Weight of Materials Collected from SWMD (tons)	Service will Continue Throughout Planning Period (Y/N)
SC1	Lake Township	Wood	contract between City and private hauler	bi-weekly	M, C, SC, G, P, N, OF, OCC	single-stream, automated	N	293	Y
SC2	Village of Walbridge	Wood	contract between City and private hauler	bi-weekly	M, C, SC, G, P, N, OF, OCC	single-stream, automated	N	151	Y
Total								444	

Notes:

M = magazines, C = aluminum and bi-metal cans, SC = steel containers, G = Glass, P = plastic, N = newspaper, OF = office paper, OCC = corrugated cardboard
PAYT = Pay-As-You-Throw

In reference year 2020, six communities offered non-subscription curbside recycling services and two communities offered subscription programs. In May 2020, the Village of Millbury discontinued its recycling program entirely. In September 2020, the City of Rossford (NCS5) transitioned from non-subscription to a subscription program. For this section, Rossford is listed only as non-subscription since this was the predominant service type for most of 2020. In 2021, the City of Northwood moved from a non-subscription to subscription service; therefore, Northwood is listed as "not continuing as non-subscription" in the reference year. The communities cited increasing costs as the reason for their program changes.

All of the curbside programs are automated, single stream collection. Each community independently procures recycling services. The two primary providers for the District are Republic Services and Waste Management. The District provides a per capita incentive payment to communities that offer curbside recycling services in the amount of \$1.50 per person.

2. Drop-Off Recycling Locations

Table B-2a Inventory of Full-Time, Urban Drop-off Sites Available in the Reference Year

ID#	Name of Drop-off Site	Service Provider	County	How Service is Provided	Days and Hours Available to the Public	Materials Collected ⁽¹⁾	Drop-off Meets All Minimum Standards (Y/N)	Weight of Materials Collected from the SWMD (tons)	Service will Continue Throughout Planning Period (Y/N)
FTU1	Bowling Green Recycling Center	Bowling Green Recycling Center	Wood	non-profit organization	24/7	M, C, SC, G, P, N, OF, O	Y	867	Y
FTU2	Perrysburg Township	Republic Services	Wood	Contract between SWMD and private hauler	24/7	M, C, SC, G, P, N, OF, OCC	Y	NA	Y
Total								867	

Notes:

M = magazines, C = aluminum and bi-metal cans, SC = steel containers, G = Glass, P = plastic, N = newspaper, OF = office paper, OCC = corrugated cardboard
NA - individual totals for this site is not available

The Bowling Green Recycling Center (BGRC) is a non-profit, full-time, urban drop-off site located in the City of Bowling Green. The BGRC is opened 24 hours per day and supplements the recycling programs offered throughout the District. It is centrally located in the county and capable of accepting large amounts of recyclables.

In January 2020, the City of Bowling Green ended their curbside recycling contract with the BGRC and it is now a drop-off facility with no processing center. The facility is a multi-stream operation and residents are required to sort materials before recycling.

The facility serves as an additional recycling location for rural residents. It also provides a recycling option for those who live in multi-family housing units and off-campus BGSU housing, schools, businesses and government offices. The BGRC also accepts recyclables from the Village of North Baltimore's part-time rural drop-off program.

The Perrysburg Township site is part of the District's 24/7 residential recycling drop-off program and is considered urban due to the population size it serves.

Table B-2b Inventory of Part-Time, Urban Drop-off Sites Available in the Reference Year

ID#	Name of Drop-off Site	Service Provider	County	How Service is Provided	Days and Hours Available to the Public	Materials Collected ⁽¹⁾	Drop-off Meets All Minimum Standards (Y/N)	Weight of Materials Collected from the SWMD (tons)	Service will Continue Throughout Planning Period (Y/N)
PTU1	None								
Total									

Table B-2c Inventory of Full-Time, Rural Drop-off Sites Available in the Reference Year

ID#	Name of Drop-off Site	Service Provider	County	How Service is Provided	Days and Hours Available to the Public	Materials Collected	Drop-off Meets All Minimum Standards? (Y/N)	Weight of Materials Collected from the SWMD (tons)	Service will Continue Throughout Planning Period (Y/N)
FTR1	Bloomdale Village	Republic Services	Wood	Contract between SWMD and private hauler	24/7	M, C, SC, G, P, N, OF, OCC	Yes	760 (combined total)	Y
FTR2	Custar/ Milton Township	Republic Services	Wood	Contract between SWMD and private hauler	24/7	M, C, SC, G, P, N, OF, OCC	Yes		Y
FTR3	Grand Rapids Village	Republic Services	Wood	Contract between SWMD and private hauler	24/7	M, C, SC, G, P, N, OF, OCC	Yes		Y
FTR4	Jackson Township/ Hoytville Village	Republic Services	Wood	Contract between SWMD and private hauler	24/7	M, C, SC, G, P, N, OF, OCC	Yes		Y

Appendix B Recycling Infrastructure Inventory

ID#	Name of Drop-off Site	Service Provider	County	How Service is Provided	Days and Hours Available to the Public	Materials Collected	Drop-off Meets All Minimum Standards? (Y/N)	Weight of Materials Collected from the SWMD (tons)	Service will Continue Throughout Planning Period (Y/N)
FTR5	Pemberville Village	Republic Services	Wood	Contract between SWMD and private hauler	24/7	M, C, SC, G, P, N, OF, OCC	Yes		Y
FTR6	Portage Village	Republic Services	Wood	Contract between SWMD and private hauler	24/7	M, C, SC, G, P, N, OF, OCC	Yes		Y
FTR7	Portage Township	Republic Services	Wood	Contract between SWMD and private hauler	24/7	M, C, SC, G, P, N, OF, OCC	Yes		Y
FTR8	Troy Township	Republic Services	Wood	Contract between SWMD and private hauler	24/7	M, C, SC, G, P, N, OF, OCC	Yes		Y
FTR9	Tontogany Village	Republic Services	Wood	Contract between SWMD and private hauler	24/7	M, C, SC, G, P, N, OF, OCC	Yes		Y
FTR10	Wayne Village	Republic Services	Wood	Contract between SWMD and private hauler	24/7	M, C, SC, G, P, N, OF, OCC	Yes		Y
FTR11	Weston Village	Republic Services	Wood	Contract between SWMD and private hauler	24/7	M, C, SC, G, P, N, OF, OCC	Yes		Y
Total								760	

Notes:

FTR = Full-Time Rural, DNR = Did Not Report

NS = Non-Subscription, S = Subscription

M = magazines, C = aluminum and bi-metal cans, SC = steel containers, G = Glass, P = plastic, N = newspaper, OF = office paper, OCC = corrugated cardboard

The Wood County SWMD operates a 24/7 residential recycling drop-off program. This full-time rural drop-off replaced the District's former part-time rural drop-off, which operated monthly. Twelve permanent sites (one urban and eleven rural) are located throughout the county and include a total of 51 bins. The Perrysburg Township location is considered an urban drop-off due to its population. The bins are serviced weekly, and the materials are collected and processed by Republic Services. Each site is maintained by a community group or host community. The District provides a per capita incentive payment of \$1.00 per person for communities that participate in the residential drop-off program.

The District's contract with Republic Services will be expiring in 2023 and the District will be seeking competitive proposals for the service.

Table B-2d Inventory of Part-Time, Rural Drop-off Sites Available in the Reference Year

ID#	Name of Drop-off Site	Service Provider	County	How Service is Provided	Days and Hours Available to the Public	Materials Collected	Drop-off Meets All Minimum Standards? (Y/N)	Weight of Materials Collected from the SWMD (tons)	Service will Continue Throughout Planning Period (Y/N)
PTR1	North Baltimore Village	Bowling Green Recycling Center	Wood	Contract between Village and non-profit	Saturdays 9:00am-12:00pm	M, C, SC, P, N, Of, O	Yes	26	Yes
Total								26	

Notes:

M = magazines, C = aluminum and bi-metal cans, SC = steel containers, G = Glass, P = plastic, N = newspaper, OF = office paper, OCC = corrugated cardboard

The Village of North Baltimore operates a part-time, rural recycling drop-off program in the southern part of the county. The Village retained their original part-time drop-off program rather than join the District's 24/7 full-time drop-off program. The drop-off is open once/week and materials are pre-sorted and transported to the Bowling Green Recycling Center. The District provides a per capita incentive payment of \$1.00 per person for this program.

3. Mixed Solid Waste Material Recovery Facilities

There are currently no mixed solid waste material recovery facilities within the Wood County SWMD and none are anticipated through the planning period.

B. Curbside Recycling and Trash Collection Service Providers

Table B-4 Inventory of Curbside Recycling and Trash Collection Service Providers in the Reference Year

Provider Name	County Served	Trash Collection Services				Curbside Recycling Services		
		PAYT (Y/N)	Residential	Commercial	Industrial	Residential	Commercial	Industrial
Archbold Refuse Service Inc.	Wood	N	Y	Y	Y	Y	Y	Y
Berhman Rolloffs LLC	Wood	N	Y	Y	Y	N	N	N
Black Swamp Disposal LLC	Wood	N	Y	N	N	N	N	N
Blanchard Riverview Ent	Wood	N	Y	N	N	N	N	N
City of Bowling Green	Wood	N	Y	N	N	Y	N	N
City of Perrysburg	Wood	N	Y	N	N	Y	N	N
Cruz's Junk Removal LLC	Wood	N	Y	Y	N	N	N	N
Elliott Scrapping LLC	Wood	N	N	Y	Y	N	N	N
Heartland Disposal	Wood	N	Y	Y	N	N	N	N
Hoops Bros Trash Removal LLC	Wood	N	Y	Y	N	N	N	N
Jdog Junk Removal	Wood	N	Y	Y	N	N	N	N
Jehm Enterprises	Wood	N	Y	Y	Y	N	N	N
Kleen Sweep	Wood	N	Y	Y	N	N	N	N
N.A.T. Transportation	Wood	N	Y	Y	Y	Y - compost in Luckey	N	N

Provider Name	County Served	Trash Collection Services				Curbside Recycling Services		
		PAYT (Y/N)	Residential	Commercial	Industrial	Residential	Commercial	Industrial
Patterson Sanitation	Wood	N	Y	Y	Y	N	N	N
Paul's Refuse	Wood	N	Y	N	N	N	N	N
Republic Services	Wood	N	Y	Y	Y	Y	Y	Y
Select Sanitation	Wood	N	Y	Y	N	N	N	N
Waste Management	Wood	N	Y	Y	Y	Y	Y	Y
Zacks Recycling LLC	Wood	N	Y	Y	Y	N	N	N

Wood County SWMD relies on private haulers to collect and transport solid waste generated by residents and businesses in Wood County. The Wood County Health Department no longer licenses solid waste haulers. Provider information was obtained from the district's previous plan and from hauler accounts with the Wood County Landfill.

C. Composting Facilities

Table B-5 Inventory of Composting Facilities Used in the Reference Year

Facility Name	Compost Facility Classification	Publicly Accessible (Y/N)	Location	Food Waste (tons)	Yard Waste (tons)	Total
City of Fostoria Compost	IV	Y	1240 South Union Street, Fostoria	0	2,489	2,489
Grand Rapids Composting Facility	IV	Y	17460 Sycamore Road, Grand Rapids	0	93	93
Luckey Composting Facility	II	Y	Krotzer Ave and Basic Street, Luckey	0	213 – included in Hirzel Farms	213 - included in Hirzel Farms
Floralandscape	IV	Y	130 Elmdale Road, Toledo	0	0	0
Down 2 Earth	IV	Y	4901 Wynnscape Drive, Oregon	0	18	18
Number One Landscape	IV	Y	3775 Ridge Rd, Medina	0	42	42
Wood County Landfill	IV	Y	15320 Tontogany Road, Bowling Green	0	1,471	1,471
Henry Landscape	IV	Y	10101 Roachton Road, Perrysburg	0	0	0
Easily Green Lawn Care	IV	Y	23691 North Dixie Highway, Perrysburg	0	5,203	5,203
Woodville Road Nursery	IV	Y	5819 Woodville Road, Northwood	0	700	700
Hirzel Farms (2019)	II	Y	2422 State Route 105, Pemberville	7,802	1,323	9,125
Envirocare Lawn & Landscape	IV	Y	24112 Lime City Road, Perrysburg	0	989	989
Total				7,802	12,328	20,130

In 2020, there were ten Class IV composting facilities and two Class II composting facilities utilized by Wood County residents, businesses, and local governments. Since Hirzel Farms did not provide reference year data, food and yard waste totals from 2019 were used for 2020, as allowed in the Ohio EPA Format 4.1 instructions. Luckey Composting Facility is a service provided by N.A.T. Transportation that takes yard waste to Hirzel Farms. The

Luckey Composting Facility totals were not included in the overall sum to prevent double-counting.

D. Other Food Waste and Yard Waste Management Programs

Table B-6 Inventory of Other Food and Yard Waste Management Activities in the Reference Year

Facility or Activity Name	Activity Type	Location	Food Waste (tons)	Yard Waste (tons)	Included in Total? (To avoid double-counting)
Village of Bloomdale	Mulching Operation	S. Main Street, Bloomdale	0	70	
City of Bowling Green	Community Curbside Collection	City of Bowling Green	0	1,328	N
Bowling Green State University	Mulching Operation	816 E. Poe Road, Bowling Green	0	0	N
Village of Bradner	Land Application	130 N. Main Street, Box 559, Bradner	0	39	
Village of Custar	Land Application	19441 Mermill Road, Rudolph	0	3	
Village of Cygnet	unknown	unknown	0	26	
Village of Grand Rapids	Community Yard Waste Drop-off	17460 Sycamore Rd., Grand Rapids	0	93	N
Village of Haskins	Community Yard Waste Drop-off	405 N. Findlay, Haskins	0	10	N
Henry Township	Land Application	14690 Quarry Rd, North Baltimor	0	8	
Jackson Township	Land Application	4235 Weston Road, Custar	0	2	
Village of Jerry City	Land Application		0	3	
Lake Township	Mulching Operation	27975 Cummings Road, Milbury	0	459	
Liberty Township	Land Application	10194 Rudolph Road, Rudolph	0	4	
Village of Luckey	Community Yard Waste Drop-off	unknown	0	215	N
Village of Millbury	Community Yard Waste Drop-off	PO Box 155, Millbury	0	246	N
Milton Township	Land Application	19441 Mermill Road, Rudolph	0	7	
Montgomery Township	Land Application	PO Box 462, Bradner	0	55	
North Baltimore	Land Application - 34 T, Mulching Operation - 29 T	205 N. Main Street, North Baltimore	0	63	Adjusted (-29)
Northwood City	Community Yard Waste Drop-off	6000 Wales Road, Northwood	0	80	N
Village of Pemberville	Land Application - 68 T, Community Yard Waste Drop-off - 160 T	5755 N. River Road, Pemberville	0	228	Adjusted (-160)
City of Perrysburg	Community Curbside Collection	201 W. Indiana Avenue, Perrysburg	0	6,798	N
Perrysburg Township	Community Yard Waste Drop-off	26609 Lime City Road, Perrysburg	0	4,640	N
Village of Risingsun	Land Application	420 Main Street, PO Box 37, Risingsun	0	15	
City of Rossford	Community Curbside Collection	133 Osborn Street, Rossford	0	1,221	N
Village of Tontogany	Community Yard Waste Drop-off (13.29 T) and Land Application (2.45 T)	PO Box 238, Tontogany	0	16	Adjusted (-13.29)
Village of Walbridge	Community Yard Waste Drop-off	705 N. Main Street, Walbridge	0	216	N
Washington Township	Community Yard Waste Drop-off	unknown	0	Included in Wood County Landfill	N
Village of Wayne	Land Application	125 Schoolhouse Street, Wayne	0	405	

Appendix B Recycling Infrastructure Inventory

Facility or Activity Name	Activity Type	Location	Food Waste (tons)	Yard Waste (tons)	Included in Total? (To avoid double-counting)
Village of Weston	Land Application	PO Box 354	0	38	
Wood County Park District	Land Application	Slippery Elm Trail, W.W. Knight Preserve, Park Headquarters, Harrison Park, Otsego Park	0	2	
Wood County Engineers	Land Application	unknown	0	0	
		Total	0	1,241	

The Wood County SWMD collects information about city, township, village, and government agency composting programs in the annual district report. Data from local communities that used other composting facilities (e.g., Wood County Landfill, Woodville Road Nursery) were not included in the overall total to avoid double-counting (as shown in the "Included in Total" column). A few facilities had portions of their total adjusted in the sum to avoid double-counting (e.g., North Baltimore – 29 tons was not included in total).

E. Material Handling Facilities Used by the SWMD in the Reference Year

There are no material handling facilities utilized within the Wood County SWMD and none are anticipated through the planning period.

APPENDIX C POPULATION DATA

A. Reference Year Population

Table C-1a Reference Year Population Adjustments

	Wood
Before Adjustment	132,248
Additions	None
Subtractions - Fostoria	1,092
After Adjustment	131,156

Source: Ohio Department of Development, Office of Research. August 2021. Population Counts for Governmental Units: 2020, 2010, 2000

Table C-1b Total Reference Year Population

Unadjusted Population	Adjusted Population
132,248	131,156

Source: Ohio Department of Development, Office of Research. August 2021. Population Counts for Governmental Units: 2020, 2010, 2000

According to 2020 U.S. Census data released in August 2021, Wood County grew by 5.4 percent since the 2010 national headcount, bringing its population to 132,248.¹¹ Wood County was one of only 33 counties among the state's 88 counties that did not see a decline in population. Reference year population was taken from the ODOD, Development Services Agency Office of Statistical Research (OSR). Since the ODOD has not yet updated population projections using the 2020 Census data, this plan uses the 2019 population projections provided by the ODOD.¹²

Ohio law requires the entire population of a municipality located in more than one solid waste management district to be added to the solid waste management district containing the largest portion of the jurisdiction's population. The City of Fostoria is partially located within Seneca, Hancock, and Wood County with the largest portion of Fostoria's population located in Seneca County. Thus, Wood County's population has been adjusted to remove the portion of Fostoria's population located in Wood County.

¹¹ U.S. Census Bureau, 2010 Census Redistricting Data (Public Law 94-171) Summary File; 2020 Census Redistricting Data (Public Law 94-171) Summary File; 2020 county and Core Based Statistical Area (CBSA) gazetteer files; Office of Management and Budget, March 2020, Metropolitan and Micropolitan Statistical Area delineations

¹² Ohio Department of Development Office of Research (2020). Wood County Profile.

<https://devresearch.ohio.gov/files/research/C1088.pdf>

B. Population Projections

Table C-2 Population Projections

Year	Wood	Total District Population
2020	131,156	131,156
2021	131,248	131,248
2022	131,341	131,341
2023	131,433	131,433
2024	131,526	131,526
2025	131,618	131,618
2026	131,932	131,932
2027	132,246	132,246
2028	132,560	132,560
2029	132,874	132,874
2030	133,188	133,188
2031	133,292	133,292
2032	133,396	133,396
2033	133,500	133,500
2034	133,604	133,604
2035	133,708	133,708
2036	134,824	134,824
2037	134,848	134,848
2038	134,872	134,872
2039	134,896	134,896

Notes: Reference year (2020) and first year of planning period (2023) are highlighted

Source(s) of Information: 2019 Ohio County Population Estimates" prepared by Ohio Development Services Agency, Office of Research and Ohio Department of Development, Office of Research. August 2021. Population Counts for Governmental Units: 2020, 2010, 2000

The planning year population projections were taken from the Ohio Development Services Agency Office of Statistical Research (ODSA, OSR), which was published in April 2018 and not yet updated with the 2020 Census results. However, as this was the best available information at the time of this draft, projections of the annual change in persons per year were used along with the baseline 2020 population to project the population from 2021-2039. For example, from 2021-2024 it was projected that the annual change in persons per year would be +92. These estimates serve as a guide only in estimating the District's population through the planning period.

APPENDIX D DISPOSAL DATA

A. Reference Year Waste Disposed

Table D-1a Waste Disposed in Reference Year – Publicly-Available Landfills (Direct Haul)¹

Facility Name	Location		Waste Accepted from the SWMD			
	County	State	Residential/Commercial (tons)	Industrial (tons)	Excluded (tons)	Total (tons)
Evergreen Recycling & Disposal	Wood	OH	45,634	4,538	9,932	60,104
Wood County Landfill	Wood	OH	53,884		210	54,094
Hancock County Landfill	Hancock	OH	4,747	718	346	5,811
County Environmental of Wyandot	Wyandot	OH	98	1,867	3	1,968
Defiance County Sanitary Landfill	Defiance	OH	639		3	642
Sunny Farms Landfill LLC	Seneca	OH	318			318
Port Clinton Landfill Inc	Sandusky	OH	1		37	38
Pine Grove Regional Facility	Fairfield	OH			1	1
Vienna Junction	Monroe	MI	27,755	0	0	27,755
Total			133,076	7,122	10,533	150,730

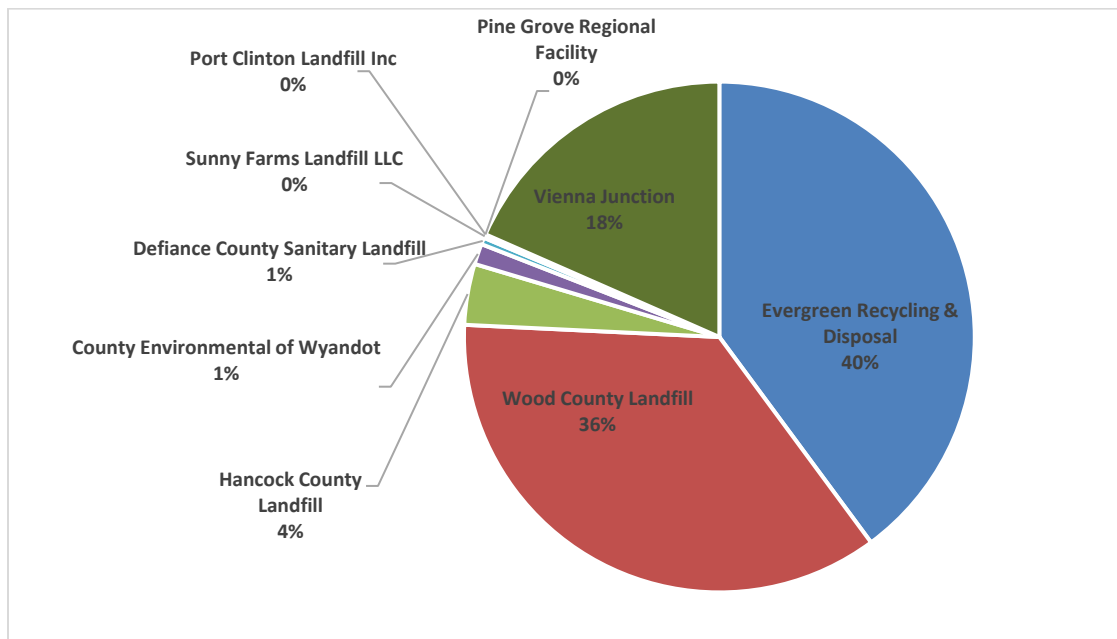
¹ The facilities listed in Table D-1a and identified as able to accept waste from the SWMD (in Appendix M) will constitute those identified for purposes of Ohio Revised Code Section 3734.53(13)(a). The amount of waste has been rounded to the nearest ton.

Source(s) of Information: Ohio EPA 2020 Wood County Waste Flow (2020 Facility Data Report)

Calculations: Residential/Commercial + Industrial + Excluded = Total

In 2020, there were eight disposal facilities that accepted direct haul waste generated in Wood County (see Table D-1a). The two in-county landfills (Wood County Landfill and Evergreen Recycling & Disposal) accepted most of the waste. Residential/Commercial waste makes up 85% of the direct hauled waste. Excluded wastes are classified as slag, uncontaminated earth, non-toxic fly ash, spend non-toxic foundry sand and material from mining, construction, or demolition operations.

The Wood County Landfill is publicly owned and operated and accepts waste on a much smaller scale than the privately owned Evergreen Recycling & Disposal Landfill. The majority of waste disposed at the Wood County Landfill is generated in the District while Evergreen receives a large amount of out-of-county and out-of-state waste.

Figure D-1 Breakdown of Publicly Available Landfill Total Tons in 2020**Table D-1b Waste Disposed in Reference Year – Captive Landfills - Omitted**

Facility Name	Location		Waste Accepted from the District		
	County	State	Industrial (tons)	Excluded (tons)	Total (tons)
None					0
Total			0	0	0

A captive waste landfill refers to privately owned industrial or residual solid waste landfills that are used to dispose of solid waste generated exclusively by the owner of that landfill facility. There are no captive landfills within the District and none are anticipated in the planning period.

Table D-1c Total Waste Disposed in Landfills (Direct Haul)

Residential/Commercial (tons)	Industrial (tons)	Excluded (tons)	Total
133,076	7,122	10,533	150,730

Source(s) of Information: Ohio EPA 2020 Wood County Waste Flow (2020 Facility Data Report)
Calculations: Residential/Commercial + Industrial + Excluded = Total

Table D-2 Waste Transferred in Reference Year¹

Facility Name	Location		Waste Received from the SWMD			
	County	State	Residential/Commercial (tons)	Industrial (tons)	Excluded (tons)	Total (tons)
None						
Total			0	0	0	0

¹ The facilities listed in Table D-2 constitute those identified for purposes of Ohio Revised Code Section 3734.53(13)(a).
Source(s) of Information: Ohio Environmental Protection Agency, Annual District Review (ADR) Form for 2020, Wood County.

There are no transfer facilities located in the District and no waste from Wood County was sent to a transfer facility during the reference year.

Table D-3 Waste Incinerated/Burned for Energy Recovery in Reference Year - Omitted

Facility Name	Facility Type	Location		Waste Accepted from the SWMD			
		County	State	Residential/ Commercial (tons)	Industrial (tons)	Excluded (tons)	Total (tons)
None							0
Total				0	0	0	0

There are no incinerators or waste-to-energy facilities in Wood County and no waste from Wood County was sent to an incinerator during the reference year.

Table D-4 Total Waste Disposed in Reference Year

	Residential/ Commercial (tons)	Industrial (tons)	Excluded (tons)	Total (tons)	% of Total Waste Disposed
Direct Hauled	133,076	7,122	0	140,198	100%
Transferred	0	0	0	0	0%
Incinerated	0	0	0	0	0%
Total	133,076	7,122	0	140,198	100%
Percent of Total	95%	5%	0%	100%	

Supplement to Table D-4 Incinerated and Excluded Wastes as Percentages of Total Waste Disposed

	Residential/ Commercial (tons)	Industrial (tons)	Excluded (tons)	Total (tons)	% of Total Waste Disposed
Direct Hauled	133,076	7,122	10,533	150,730	100%
Transferred	0	0	0	0	0%
Incinerated	0	0	0	0	0%
Total	133,076	7,122	10,533	150,730	100%
Percent of Total	88%	5%	7%	100%	

Source(s) of Information: Ohio Environmental Protection Agency, Annual District Review (ADR) Form for 2020 Waste Flow, Wood County.

Most of the excluded waste was disposed of at Evergreen Recycling & Disposal Facility. The Wood County Landfill accepted 210.1 tons of construction, demolition, and debris (CD&D) material that fell into the "excluded" category.

Since excluded waste comprised less than 10% of the total waste disposed in publicly available landfills, the District is not required to include excluded waste in the projections, per Ohio EPA guidance.

B. Historical Waste Analysis

Table D-5 Historical Disposal Data

Year	Population	Residential/ Commercial Solid Waste		Industrial Solid Waste	Excluded Waste	Total Waste
		Rate (ppd)	Weight (tons)	Weight (tons)	Weight (tons)	Weight (tons)
2016	129,768	5.06	119,944	5,982	6,876	132,802
2017	130,437	5.02	119,382	5,608	7,151	132,141
2018	130,441	5.04	119,866	13,873	6,856	140,595
2019	130,817	5.04	120,241	9,389	7,732	137,362
2020	131,156	5.56	133,076	7,122	10,533	150,730

a. Reference year is highlighted

Source(s) of Information: Ohio Environmental Protection Agency, Annual District Review (ADR) Forms - Waste Flow, Wood County.

Sample Calculations: Residential/commercial + industrial + excluded = total waste

((Residential/Commercial tons * 2,000 pounds per ton) / 365 days) / Population = Residential/Commercial disposal rate

Assumptions: Note that the population values used vary from what is reported in the ReTrac system/ADRs.

Table D-5A

	Annual Percentage Change			
	Residential/Commercial	Industrial	Excluded	Total
2016				
2017	-0.5%	-6%	4%	0%
2018	0.4%	147%	-4%	6%
2019	0.3%	-32%	13%	2%
2020	11%	-24%	36%	10%

Table D-5B

	Annual Change in Tons Disposed			
	Residential/Commercial	Industrial	Excluded	Total
2016				
2017	-562	-374	275	-661
2018	484	8,265	-295	8,454
2019	375	-4,484	876	-3,233
2020	12,835	-2,267	2,801	13,368

Table D-5C

Average Annual Percentage Change	
Residential/Commercial	2.73%
Industrial	21.16%
Excluded	12.22%

Table D-5D

Average Annual Change in Tons Disposed	
Residential/Commercial	3,283
Industrial	285
Excluded	914

Table D-5E

Average Per Capita Over Time (5 Years)	
Residential/Commercial	5.14

1. Residential/Commercial Waste

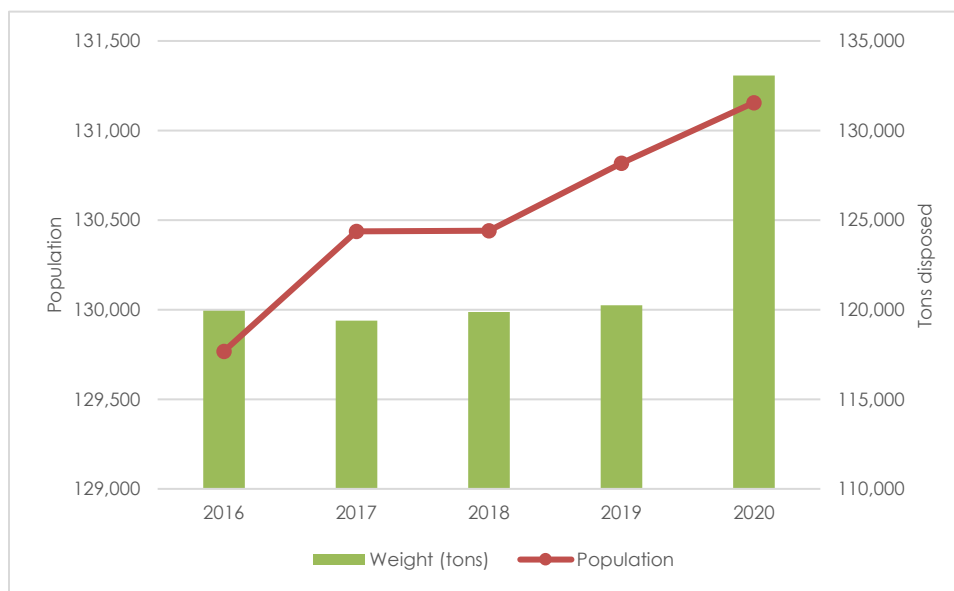
Table D-5F Comparison of Previous Plan Residential/Commercial Waste Projections

Year	Historical Data		2017 SWMD Plan Projection		% Change from Projected	
	Rate (ppd)	Weight (tons)	Rate (ppd)	Weight (tons)	Rate (ppd)	Weight (tons)
2016	5.06	119,944				
2017	5.02	119,382	6.28	125,748	-20%	-5%
2018	5.04	119,866	6.28	126,012	-20%	-5%
2019	5.04	120,241	6.28	126,276	-20%	-5%
2020 ^a	5.56	133,076	6.28	126,540	-11%	-5%

a. Reference year is highlighted

Calculation: Percent change = (new value – old value) / old value

Figure D-1 Historical Residential/Commercial Disposal and Population



The amount of residential/commercial waste remained fairly consistent from 2016 to 2019 and then jumped in 2020 by 12,835 tons. The per capita disposal rate increased by nearly half of a pound per person per day in 2020. The population during this period increased an average of 1% annually.

Based on how the data is reported, the District is unable to determine how much of the increase is attributable to households and how much is from commercial activity.

The increase in waste in 2020 may be linked to population increase, new commercial activity, the Covid-19 pandemic, or a combination of all these factors. New studies have shown that the pandemic greatly impacted the amount of residential waste generated in the United States¹³. The Solid Waste Association of North America (SWANA) reported potential changes in volume and source of solid waste generated because of the stay-

¹³ ACS Environ. Au 2021, 1, 1, 32–45 Publication Date: August 20, 2021
<https://doi.org/10.1021/acsenvironau.1c00005>

at-home orders¹⁴. SWANA estimated in late April that domestic residential waste in the US peaked at about 20% higher than normal, with an increase of more than 30% in some regions.¹³

In 2020, Wood County had a nearly 11% increase in residential and commercial waste. During the pandemic, more packaging was generated from on-line buying and grocery pick-ups/deliveries. Personal protective equipment (PPE) use was widespread creating waste from disposable masks, gloves, gowns, disinfectant wipes, cleaning product containers and hand sanitizers. The stay-at-home order increased residential use of restaurant delivery and take-out services with more plastic utensils, containers, packaging, and food waste. Residents were also performing home improvement, cleaning, and downsizing projects during their time at home.

The District is aware that many businesses were temporarily closed or operating with fewer employees for a period during the pandemic; thus, producing less waste. Most schools, including Bowling Green State University, did not meet in-person for many months. However, essential businesses remained operational, such as grocery stores, warehouses, manufacturing facilities, and hospitals, and likely generated a large amount of waste from PPE, cleaning, and packaging materials.

In 2021, the Wood County Landfill, which primarily receives in-district waste, had a decrease in tonnage of 7.47% compared to 2020. Evergreen Recycling & Disposal Landfill, who receives around double the waste of Wood County, with more than half being out-of-district waste, had an increase in tonnage of 9.09% in 2021. Overall, the Wood County Landfill and Evergreen Recycling & Disposal Landfill had a 2.83% increase of in-district tonnage in 2021 compared to 2020.

The District's 2017 Plan projected a residential/commercial waste per capita disposal rate of 6.28 ppd for 2017-2020. The actual rate was about 20% less in 2017-2019, and 11% less in 2020. The actual tonnage for residential and commercial waste disposal was about 5% less than projected.

¹⁴ <https://swana.org/news/swana-news/article/2020/03/19/swana-reminds-all-state-and-local-governments-that-solid-waste-management-is-an-essential-public-service>

Table D-5G Comparison of Various Counties Adjusted Residential/Commercial Disposal Rates

	County	2020 Adjusted Population (1)	Ohio EPA ADR 2020 Population (2)	Percent Difference in Population Estimate	2020 ADR Residential/Commercial Disposal Rate (ppd) (2)
Similar Population	Miami	108,774	106,987	1.6%	4.79
	Richland	124,936	121,488	2.8%	11.65
	Belmont-Jefferson	131,746	132,331	-0.4%	7.74
	Clark	136,001	134,083	1.4%	4.07
	Defiance-Fulton-Paulding-Williams	136,907	135,577	1.0%	4.3
	Carroll-Columbiana-Harrison	143,081	147,210	-2.9%	5.97
Average PPD				6.42	
Similar Geography	Henry	27,662	26,921	2.7%	4.78
	Hancock	74,920	72,301	3.5%	6.96
	Ottawa-Sandusky-Seneca	154,329	161,223	-4.5%	4.46
	Lucas	431,279	427,088	1.0%	2.59
	Average PPD				4.70
Statewide		11,799,448	11,699,626	0.8%	4.79

PPD = pounds per person per day

1. Ohio Department of Development, Office of Research. August 2021. Population Counts for Governmental Units: 2020, 2010, 2000.

<https://devresearch.ohio.gov/files/research/P3008.pdf>

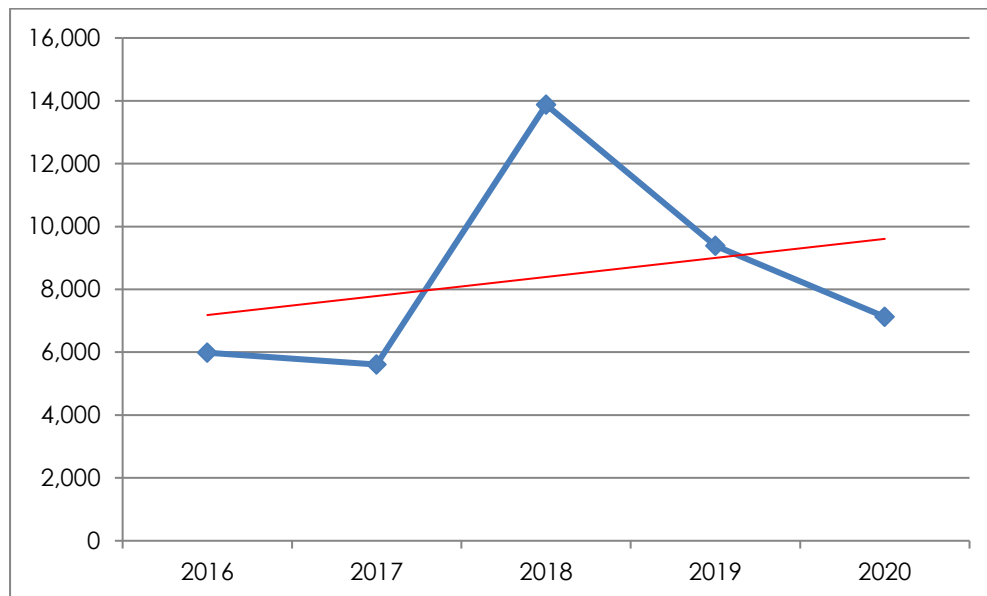
2. Values reported in the Disposal Recycling and Generation Summary for 2020. Ohio EPA, September 16, 2021.

Table 5-1G compares the District's ppd disposal rate in 2020 with other districts of similar population and geography. Compared to other districts, the 5.56 ppd disposal rate is slightly above the statewide average and nearby districts, but below districts with comparable population.

2. Industrial Waste

As shown in Table D-1a, three facilities reported accepting industrial solid waste originating in the District in 2020. These facilities included Evergreen Recycling & Disposal, Hancock County Landfill and County Environmental of Wyandot. A total of 7,122 tons of industrial waste was disposed in 2020, all of which was direct haul. Between 2016 and 2020, industrial waste accounted for between 4% and 10% of the total waste disposed. As shown in Table D-5, historical industrial waste disposal amounts have varied from year to year, making trend analysis difficult. Annual percent changes (based on reported tonnage) seem to alternate between an increase one year and a decrease the next year.

While Wood County has experienced significant economic growth since the 2017 Plan, including several new warehousing and manufacturing facilities and the expansion of several existing industries, most of these businesses are not disposing large amounts of industrial solid waste. Many of the new industrial facilities have sophisticated in-house recycling and source reduction programs.

Figure D-2 Industrial Waste Disposal (tons)

3. **Excluded Waste**

Excluded waste includes all exempt waste disposed in publicly available solid waste landfills, which is not characterized as solid waste. For example, construction and demolition debris is not solid waste, but is frequently disposed in solid waste landfills. In addition, non-toxic foundry sand is not characterized as solid waste but is also frequently disposed in a publicly available solid waste landfill.

The amount of excluded waste originating in Wood County and disposed of in publicly available solid waste landfills for the reference year was 10,533 tons. Excluded waste made up 5% to 7% of the total waste disposed in years 2016-2020. Historically, excluded waste has been less than 10% of the total waste disposal from the District. Ohio EPA allows the District to omit excluded waste calculations from projections if the amount is less than 10% of total waste generation.

C. **Disposal Projections**

Ohio EPA allows for several different methods to project waste disposal through the planning period, including historical per capita, historical averages, and historical trends. After considering the historical analysis and other factors that could change disposal trends, the District has projected the following waste disposal rates for the planning period.

Table D-6 Projections for Waste to be Disposed and Transferred

Year	Residential/ Commercial Solid Waste	Industrial Solid Waste	Excluded Waste	Total Waste	Waste Transferred (as part of Total Disposal)
	Weight	Weight	Weight	Weight	Weight
	(tons)	(tons)	(tons)	(tons)	(tons)
2020	133,076	7,122	0	140,198	0
2021	123,170	7,478	0	130,651	0
2022	123,257	7,852	0	131,115	0
2023	123,344	8,245	0	131,588	0
2024	123,431	8,657	0	132,087	0
2025	123,517	9,090	0	132,607	0
2026	123,812	9,544	0	133,356	0
2027	124,107	10,021	0	134,128	0
2028	124,401	10,522	0	134,924	0
2029	124,401	10,522	0	134,924	0
2030	124,401	10,522	0	134,924	0
2031	124,401	10,522	0	134,924	0
2032	124,401	10,522	0	134,924	0
2033	124,401	10,522	0	134,924	0
2034	124,401	10,522	0	134,924	0
2035	124,401	10,522	0	134,924	0
2036	124,401	10,522	0	134,924	0
2037	124,401	10,522	0	134,924	0
2038	124,401	10,522	0	134,924	0

Notes:Reference year is noted in green, 1st year of Planning Period in blue*Italics* indicates the planning period

Source(s) of Information: Ohio EPA 2020 ADR Review Form

Sample Calculations:

Residential/Commercial Waste Total = (Population x 5.14 PPD x 365 days) / 2,000 lbs./ton

Industrial Waste Total = Previous Year total + (Previous Year Total x 5% increase)

Total Waste = Residential/Commercial Solid Waste + Industrial Solid Waste + Excluded Waste

A summary of how each waste category projection was determined is below. Since it is difficult to project waste generation or disposal over long time periods, the District has elected to keep the amount of industrial disposal constant after the first six years of the planning period.

Residential/Commercial Waste Projections

Residential and commercial waste disposal ranged from 119,382 tons in 2017 to 133,076 tons in 2020. The District's per capita ppd ranged from 5.02 in 2017 to 5.56 in 2020. As discussed previously, the higher tonnage and increased ppd in 2020 may be attributable to the Covid-19 pandemic. However, in-district waste for Wood County Landfill and Evergreen Recycling Disposal Landfill collectively increased by 2.83% in 2021 compared to 2020. Thus, it is not clear whether the effects of the pandemic continued in 2021 or if there are other factors, such as new business growth, contributing to the increased tonnage. Since the District has updated census information, the per capita method may produce a more accurate projection. For the first six years, the District projects a waste disposal rate using a per capita rate of 5.14 ppd (Table D-5e) based on the average ppd for 2016-2020. The remaining years were held constant.

Industrial Waste Projections

Industrial waste disposal has trended upward over 2016-2020, with 7,122 tons disposed in 2020. Again, the Covid-19 pandemic may have impacted the tonnage in 2020.

However, Wood County has experienced significant economic development over the last several years, including new manufacturing and warehousing facilities and thousands of new jobs. Wood County expects continued growth in this sector. As shown in Table D-5, historical industrial waste disposal amounts have varied from year to year, making trend analysis difficult. Annual percent changes (based on reported tonnage) seem to alternate between an increase one year and a decrease the next year. While the historic annual percent change was 21.16%, the District is using a modest annual percentage increase of 5% (Table D-5c) for the first six years of the planning period, with the remaining years held constant.

Excluded Waste Projections

Since the District is not required to include excluded waste, projections were not included in Table D-6.

Transferred Waste

The District had no transferred waste in 2020 (Table D-4) and no transferred waste was projected for the planning period.

Table D-7 Waste Imports

Year	Wood County Landfill	Evergreen Disposal & Recycling	Total Imported
2016	9,675	112,272	121,947
2017	9,601	100,763	110,364
2018	9,958	100,689	110,647
2019	11,125	92,320	103,445
2020	11,453	75,559	87,012
2021	11,911	67,248	79,159
2022	12,388	61,195	73,583
2023	12,883	55,688	68,571
2024	13,398	50,676	64,074
2025	13,934	46,115	60,049
2026	14,492	41,965	56,456
2027	15,071	38,188	53,259
2028	15,674	34,751	50,425
2029	15,674	34,751	50,425
2030	15,674	34,751	50,425
2031	15,674	34,751	50,425
2032	15,674	34,751	50,425
2033	15,674	34,751	50,425
2034	15,674	34,751	50,425
2035	15,674	34,751	50,425
2036	15,674	34,751	50,425
2037	15,674	34,751	50,425
2038	15,674	34,751	50,425
2039	15,674	34,751	50,425

Source(s) of Information: 2020 ADR

The District used a 4% increase to project the Wood County Landfill imports for the first six years of the planning period based on the average rate from 2016-2020. Projections were held constant for the remaining years in the planning period. A 9% decrease was used to project the Evergreen Landfill for the first six years of the planning period based on the

average rate from 2016-2020. Projections were held constant for the remaining years in the planning period.

APPENDIX E RESIDENTIAL/COMMERCIAL REDUCTION AND RECYCLING DATA

The purpose of Appendix E is to:

- Inventory quantities of materials recovered from the residential/commercial sector in the reference year;
- Adjust reported quantities for potential double counting;
- Calculate adjusted quantities of material recovered in the reference year;
- Analyze historical quantities recovered; and
- Project quantities to be recovered.

A. Reference Year Recovery Data

Tables E-1 through E-4 account for all material credited to the waste reduction and recycling rate for the residential/commercial sector.

Table E-1 presents a summary of the commercial survey results for 2020. The District issued a recycling survey in February 2020 to capture commercial sector recycling data. Based on a review of the results, no adjustments were needed to the reported amounts. Data was aggregated from 14 businesses that responded to the survey, across ten industries categorized by North American Industry Classification System (NAICS) code.

There were no other recycling facilities (e.g., scrap yards, brokers, buybacks, processors) in 2020 (Table E-2).

Table E-3 presents data reported to Ohio EPA by commercial businesses (e.g., big box stores). As shown in Table E-3, cardboard is the largest stream of recyclable material generated by retailers within Wood County.

Table E-4 presents data associated with services and programs such as recycling programs and other sources of data (e.g., drop-off locations, commercial/government office collection routes). Table E-4 reports residential and commercial recycling data that is not included in the previous three tables. The data is collected from a variety of sources. Each category will be expanded upon in the following explanations:

- **Curbside Recycling Services:** Subscription and non-subscription curbside recycling tonnage is reported annually by communities providing these services. Reporting tonnage is mandatory for local governments to receive per capita funding from the District. Tonnage is provided to local governments through private hauler reporting.

- **Drop-off Recycling Services:** The SWMD sponsors 12 drop-off recycling sites that are collected and processed by Republic Services. Republic Services sends monthly tonnage reports with their invoices to the District. The Bowling Green Recycling Center and Village of North Baltimore also provide drop-off recycling data.
- **Composting Facilities:** This data is collected and published by Ohio EPA in the "Compost Facility Report Data." This includes all registered composting facilities that accepted food and/or yard waste generated in Wood County during reference year 2020.
- **Other Food and Yard Waste Management Activities:** This data is collected during the ADR surveys for all townships, villages, and other local agencies that have yard waste collection programs. Any local government that sends collected yard waste to a facility that was included in the Ohio EPA "Compost Facility Report Data" was not included in this section to avoid double-counting.
- **Ohio EPA Scrap Tire Data:** This tonnage is from the 2020 Ohio EPA Scrap Tire Data report. Tires collected at the Wood County Landfill were not included in this number to avoid double-counting.
- **Wood County Landfill:** Materials disposed of at the Wood County Landfill are recorded daily. This number includes appliances and "white goods." Tires, lead-acid batteries, scrap metal, and yard waste collected at the Landfill are not included in this table to avoid double-counting.
- **BGSU School Recycling** – Bowling Green State University has special recycling programs available for students. These programs were suspended in 2020 due to Covid-19, but commingled recyclables were still collected for a total of 56 tons of material.
- **Other Programs:** This category includes other programs that do not fit into one of the above categories for various reasons (e.g., reporting methods, material accepted).

Double counting occurs when the same material is reported by more than one survey respondent. This could happen if a community reported the quantity of a material collected through curbside and the processor also accounts for the material. The District took special effort to ensure materials were not double counted.

The North American Industry Classification System (NAICS) classifies establishments to collect, analyze, and publish statistical data related to the business economy. It is designed to allow for a high level of comparability in business statistics among the North American countries.

Below is a summary of the sectors represented by their NAICS code:

- 22: Utilities
- 31-33: Manufacturing
- 42: Wholesale Trade
- 44-45: Retail Trade
- 48-49: Transportation and Warehousing
- 51: Information
- 52: Finance and Insurance
- 53: Real Estate and Rental and Leasing
- 54: Professional, Scientific, and Technical Services
- 55: Management of Companies and Enterprises
- 56: Administrative and Support and Waste Management and Remediation Services
- 61: Educational Services
- 62: Health Care and Social Assistance
- 71: Arts, Entertainment, and Recreation
- 72: Accommodation and Food Services
- 81: Other Services (except Public Administration)
- 92: Public Administration

Table E-1 Commercial Survey Results (tons)

NAICS	Appliances/ "White Goods"	Electronics	Lead-Acid Batteries	Food	Glass	Ferrous Metals	Non-Ferrous Metals	Corrugated Cardboard	All Other Paper	Plastics	Textiles	Wood	Rubber	Commingled Recyclables (Mixed)	Yard Waste	Other: Scrap Metal Unspecified	Other: Unspecified	Other: Motor Oil	
42			0.15				1	35	1041	12		3							
44			1.05	2		11		1.38	0.05	0.05			0.19						5.26
45		0.84	35.46	45.59				449.4	0.79	14.97			76.99			0.72	0.66		
48																			
49																			
51			0.01			6.34	18.31	17.8	147.15	0.48	1.15					0.01	10.12		
52																			
53																			
54						0.9	1.89	23.64	92.8	3.22							0.04		
55																			
56																			
61																			
62																			
71																			
72																			
81								12				53.84							
92																			
32					192	11.34		64.7	218.83							7.5	30		
33			792			2.5	0.08												
22				0.5	0.5	1		2	0.5	0.5									
31								110.24											
Unadjusted Total	0	1	829	48	193	33	21	716	1,501	31	1	57	77	0	0	8	41	5	3,562
Adjustments																			0
Adjusted Total	0	1	829	48	193	33	21	716	1,501	31	1	57	77	0	0	8	41	5	3,562

Source(s) of Information: 2020 Wood County ADR data

Additional NAICS Explanations:

NAICS 32 (Manufacturing: Pulp, Paper, Printing, and Commercial Printing);

NAICS 33 (Manufacturing: Storage Battery Manufacturing);

NAICS 22 (Utilities: Water, Sewage, and Other Systems); and

NAICS 31 (Manufacturing: Textile Product Mills)

"Other" Materials Explanations:

"Scrap Metal" that was not identified as ferrous or non-ferrous; "Electronics"; "Batteries"; "Motor Oil"; and "Miscellaneous" that was either not categorized or was a very specialized material for a singular commercial facility.

In 2020, "All Other Paper" made up the largest portion of recycled materials. There are several printing manufacturers and commercial facilities within Wood County that contribute to this category of recyclables.

Table E-2 Data from Other Recycling Facilities

Program and/or Source of Materials/Data	Glass	Ferrous Metals	Non-Ferrous Metals	Corrugated Cardboard	All Other Paper	Plastics	Textiles	
Buybacks								
None								
Scrap Yards								
None								
Brokers								
None								
Processors/MRF's								
None								
Unadjusted Totals								0
Adjustments								0
Adjusted Totals								0

Table E-3 Data Reported to Ohio EPA by Commercial Businesses (tons)

Ohio EPA Data Source	Plastic	Newspaper	Cardboard	Mixed Paper	Nonferrous	Ferrous	Wood	Food: Compost	Food: Other	Commingled	Other	
Walmart Recycling in Ohio	31		986	3							22	
Home Depot Corporation	1		161				253				25	
Meijer Corporation	93		1,560	1								
Target Corporation	6		251	1	7					2		
Dollar General Corporation	2		306	2								
Aldi Inc Hinckley Division	4		299						26			
Kohls Corporate Office & Headquarters	6		93							6		
Kroger	43		1,430								45	
CVS			4									
Lowe's (2019)					3						25	
Big Lots (2018)			18									
Unadjusted Total	186	0	5,108	7	10	0	253	0	26	8	117	5,715
Adjustments	2											2
Adjusted Total	184	0	5,108	7	10	0	253	0	26	8	117	5,713

Source(s) of Information: 2020 Ohio Material Recovery Facilities and Commercial Recycling

Table: E-4 Other Recycling Programs/Other Sources of Data (tons)

Other Programs or Sources of Data	Appliances/ "White Goods"	HHW	Used Motor Oil	Electronics	Scrap Tires	Dry Cell Batteries	Lead-Acid Batteries	Food	Glass	Ferrous Metals	Non-Ferrous Metals	Corrugated Cardboard	All Other Paper	Plastics	Textiles	Commingled Recyclables (Mixed)	Yard Waste	Other: Scrap Metal	Unadjusted Total	Adjustments	Adjusted Total
Curbside Recycling Services																3,329			3,329		3,329
Drop-off Recycling Locations									87	158	11	367	169	68	7	760			1,627		1,627
Composting Facilities								7,802									12,673		20,475		20,475
Other Food and Yard Waste Management Activities								649									2,175		2,824		2,824
Ohio EPA Scrap Tire Data					1,856														1,856		1,856
Wood County Landfill	50																	86	136		136
School Recycling - BGSU																56			56		56
Other Programs																			0		0
Unadjusted Total	50	0	0	0	1,856	0	0	8,451	87	158	11	367	169	68	7	4,119	14,848	86	30,297		30,297
Adjustments																			0		
Adjusted Total	50	0	0	0	1,856	0	0	8,451	87	158	11	367	169	0	7	4,119	14,848	86	30,297		

Source(s) of Information: 2020 Wood County ADR, 2020 Ohio EPA Scrap Tire Report; 2020 Ohio EPA Compost Report; 2020 Residential Surveys

Sample Calculations: Adjusted Total = Unadjusted total - adjustments

Assumptions: The material tonnage from BGRC was adjusted to avoid double-counting in the drop-off recycling locations total.

Table E-5 Residential/Commercial Material Recovered in Reference Year

Material	Quantity (tons)
Appliances/ "White Goods"	50
Household Hazardous Waste	0
Used Motor Oil	5
Electronics	0
Scrap Tires	1,856
Dry Cell Batteries	0
Lead-Acid Batteries	829
Food	8,525
Glass	280
Ferrous Metals	191
Non-Ferrous Metals	42
Corrugated Cardboard	6,191
All Other Paper	1,677
Plastics	283
Textiles	8
Wood	310
Rubber	77
Commingled Recyclables (Mixed)	4,147
Yard Waste	14,848
Other (Aggregated)	252
Total	39,571

Source(s) of Information: Totals from Table E-1 through E-4

Table E-5 provides a comprehensive total of all residential/commercial recycling programs within the District during the reference year. These totals are divided into categories based on material. The "other" category is combined with materials that are not specified in the ADR surveys. Overall, the District diverted 39,571 tons of material from the residential/commercial sector. The largest category of recycled material in 2020 was yard waste at 14,848 tons. Some programs such as BGSU School Recycling program were negatively affected by Covid-19, which impacted the ability to safely perform recycling programs.

Table E-6 Quantities Recovered by Program/Source

Program/Source of R/C Recycling Data	Quantities (Tons)
Commercial Survey	3,562
Data from Other Recycling Facilities	0
Ohio EPA Commercial Retail Data	5,713
Curbside Recycling Services	3,323
Drop-off Recycling Locations	1,627
Composting Facilities	20,475
Other Food and Yard Waste Management Activities	2,824
Ohio EPA Scrap Tire Data	1,856
Wood County Landfill	136
School Recycling - BGSU	56
Other Programs	0
Total	39,571

Source(s) of Information: 2020 ADR, Tables E-1, E-2, E-3, and E-4.

Table E-6 reports the quantities diverted for each program/source in 2020 and represents the summation of tonnages shown in Tables E-1A through E-4A. Composting facilities made up over half the total material recovered.

B. Historical Recovery

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Appendix E Residential/Commercial Waste Reduction and Recycling Data

Table E-7 Historical Residential/Commercial Recovery by Program/Source

Year	Commercial Survey	Data from Other Recycling Facilities	Ohio EPA Commercial Retail Data	Curbside Recycling Services	Drop-off Recycling Locations	Composting Facilities	Other Food and Yard Waste Management Activities	Ohio EPA Scrap Tire Data	Wood County Landfill	BGSU School Recycling	Other Programs	Totals
2016	3,352	2,425	3,242	4,283	228	6,446	8,474	2,724	46	96	433	31,749
2017	3,718	2,226	3,955	3,997	188	12,248	2,477	2,575	38	562	4,370	36,354
2018	2,405	2,122	4,333	4,381	370	18,411	2,641	6,247	53	375	78	41,415
2019	3,161	1,183	4,470	3,981	748	18,349	1,104	2,293	55	23	1,744	37,111
2020	3,562	0	5,713	3,323	1,627	20,475	2,824	1,856	136	56	0	39,571

Table E-7a1 Annual Percent Change in Tons Recovered

2016												
2017	11%	-8%	22%	-7%	-17%	90%	-71%	-5%	-17%	484%	909%	15%
2018	-35%	-5%	10%	10%	97%	50%	7%	143%	39%	-33%	-98%	14%
2019	31%	-44%	3%	-9%	102%	0%	-58%	-63%	4%	-94%	2136%	-10%
2020	13%	-100%	28%	-17%	118%	12%	156%	-19%	146%	143%	-100%	7%

Table E-7a2 Average Percentage Change in Tons Recovered

	5%	-39%	16%	-6%	75%	38%	8%	14%	43%	125%	712%	6%
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Table E-7a3 Annual Change in Tons Recovered

2016												
2017	366	-199	713	-286	-40	5,802	-5,997	-149	-8	466	3,937	4,605
2018	-1,314	-104	378	384	182	6,163	163	3,672	15	-187	-4,292	5,061
2019	757	-939	137	-400	378	-62	-1,537	-3,954	2	-352	1,666	-4,304
2020	401	-1,183	1,243	-658	879	2,126	1,720	-437	81	33	-1,744	2,460

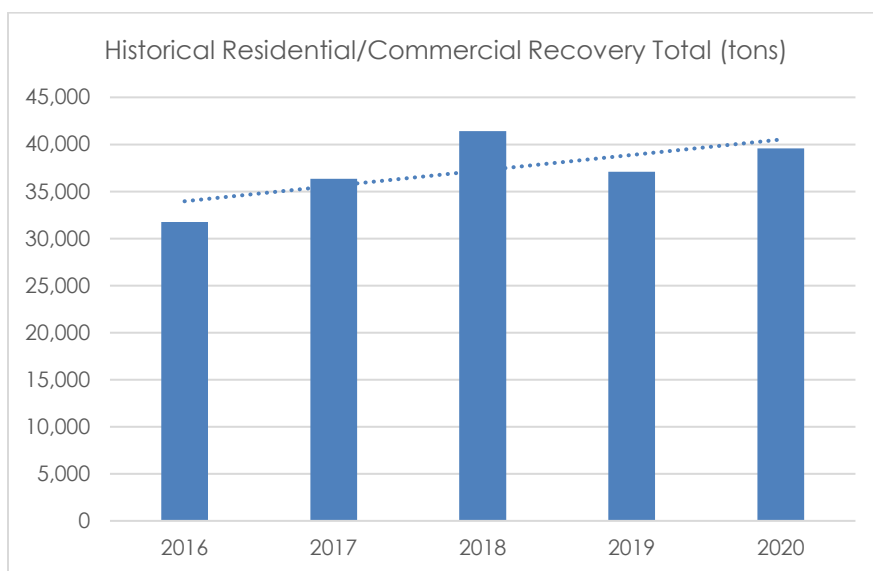
Appendix E Residential/Commercial Waste Reduction and Recycling Data

Population	Table E-7a4 Annual Per Capita Recovery Rate (pounds/person/day)												
129,768	2016	0.14	0.10	0.14	0.18	0.01	0.27	0.36	0.12	0.00	0.00	0.02	1.34
130,437	2017	0.16	0.09	0.17	0.17	0.01	0.51	0.10	0.11	0.00	0.02	0.18	1.53
130,441	2018	0.10	0.09	0.18	0.18	0.02	0.77	0.11	0.26	0.00	0.02	0.00	1.74
130,817	2019	0.13	0.05	0.19	0.17	0.03	0.77	0.05	0.10	0.00	0.00	0.07	1.55
131,156	2020	0.15	0.00	0.24	0.14	0.07	0.86	0.12	0.08	0.01	0.00	0.04	1.65

Table E-7a5 Average Per Capita Recovery Rate												
0.14	0.07	0.18	0.17	0.03	0.64	0.15	0.13	0.00	0.01	0.06	1.56	

Table E-7a6 Average Tons of Material Recovered												
3,239	1,591	4,343	3,993	632	15,186	3,504	3,139	66	223	1,503	37,240	

Source(s) of Information: 2016 – 2020 ADRs, commercial survey results, data from other recycling facilities from Ohio EPA MRF report

Figure E-1 Historical Residential/Commercial Recovery Total (tons)

The District relies mainly on commercial surveys, Ohio EPA commercial retail data, and Ohio EPA recycling processors data to evaluate historical recovery. Additional information comes from District programs such as drop-off recycling, scrap tire, Christmas tree recycling, and other events. Tables E-7 through E-7a6 show historical residential/commercial recovery from 2016-2020. Overall, the total weight of material recovered has steadily increased. Figure E-1 provides a graphical summary of the historical residential/commercial recovery from 2016-2020.

Explanation of Historical Recovery Analysis

Commercial Survey – The District sends an emailed survey to targeted commercial sector generators to obtain recycling data. The businesses include commercial facilities but exclude “box stores”. Unfortunately, even when follow-up emails are sent, the responses from businesses have been inconsistent. The number and types of responding businesses vary from year to year. However, the reported amount of recycling has remained fairly constant from 2016-2019. In 2020, tonnage increased, likely because of the Covid-19 pandemic and increases in on-line purchasing. As a result of additional shipping and packaging, businesses were able to recycle more cardboard.

Other Facilities – The District no longer has any facilities in this classification. The Bowling Green Recycling Center (BGRC) formally operated a processing center for the City of Bowling Green’s curbside recycling program. However, BGRC discontinued this operation in January 2020 and now operates as a multi-stream drop-off facility. As a result, this category is now reported as having zero tonnage in 2020 compared to 2016-2019. This change resulted in a 26% average decrease since 2016. Excluding 2020, the average percent change was a decrease of 1% from 2016-2019.

Ohio EPA Commercial Retail Data – The “box store” retail data has increased by an average of 15% annually from 2016-2020. This increase appears to be in part from an

increase in the number of reporting facilities. In 2020, the Ohio EPA Commercial Retail Data tonnage increased by 27%. Again, the increase may be attributable to Covid-19 and increased use and recycling of cardboard.

Curbside Recycling - Curbside recycling has decreased an average of 8% annually from 2016-2020. In 2020, the Village of Millbury discontinued its recycling program and the City of Rossford transitioned to a subscription program. The City of Perrysburg also decided to no longer accept glass in their curbside program. Perrysburg Township discontinued its subscription curbside program in 2018 and transitioned to a 24/7 drop-off site. Due to the cost of non-subscription curbside programs, the District does not expect this volume to increase much over the next planning period.

Drop-Off Recycling – The drop-off recycling statistics have increased dramatically since the District implemented its new 24/7 permanent drop-off recycling program. The site includes 12 sites with 51 bins throughout the county. Since 2018, the program has had an 800% increase in annual recycling compared to the former mobile satellite program. The District does not expect a significant volume increase with its drop-off program due to the limited number of containers and sites available. The Village of North Baltimore also operates a small part-time weekly drop-off program. The materials are taken to BGRC and included in the BGRC tonnage. BGRC is now considered an urban, full-time drop-off.

Composting Facilities - New composting facilities have contributed to an increased recovery in brush and yard waste. For example, Renewed Outdoors opened a new facility in 2017 and had a contract to accept all yard waste and leaves for the City of Perrysburg¹⁵. Additionally, the COVID-19 pandemic resulted in residents staying home and performing more yard/landscaping projects. This category increased by 12% in 2020 and had an average percent increase of 27% from 2016-2020. Due to the number of facilities, new housing developments and the popularity of landscaping projects, the District expects tonnage in this area to increase.

Scrap Tires - Scrap tire tonnage decreased by 19% in 2020. The District averages around 2,300 tons annually, excluding 2018. The District collected 6,247 tons in 2018 because of a one-time tire amnesty event. The District expects this tonnage to remain constant.

Wood County Landfill – The Wood County Landfill averaged 66 tons of annual recycling over 2016-2020. The landfill accepts brush/yard waste, appliances, tires and scrap metal. The District expects similar tonnage over the planning period.

School Recycling - Bowling Green State University – BGSU had an outlier event in 2018 due to an Asset 360 program where furniture and classroom materials were recycled during a one-time event. Even with no students on campus for a portion of 2020, BGSU still recycled 56 tons of materials. The university has a long history of recycling, and the District expects collections to continue in the future.

¹⁵ https://www.sent-trib.com/community/perrysburg-sees-more-green-with-renewed-outdoors/article_98235063-a838-549d-b64f-f1c6cabf580c.html

Other Programs – This category captures remaining recycled materials that do not adequately fit into a category above.

Comparison to Other Districts

Table E-7a6 compares the District's per capita recovery rate to other districts similar in population or geography. The District's per capita recovery rate was 1.65 ppd in 2020, which is higher than most districts of comparable population (average of 1.54 ppd) but below those in similar geography (average of 2.40 ppd) and the statewide average of 2.05 ppd.

Table E-7a6 Comparison of Various Counties Residential/Commercial Recovery

County	Ohio EPA ADR 2020 Population (1)	2020 ADR Residential/ Commercial Recycling (tons) (1)	2020 ADR Residential/ Commercial Recycling (%) (1)	2020 ADR Residential/ Commercial Recovery Rate (ppd) (1)
Similar Population				
Miami	106,987	30,583	24.64	1.57
Richland	121,488	32,940	11.31	1.49
Belmont-Jefferson	132,331	21,443	10.29	0.89
Clark	134,083	77,483	43.73	3.17
Defiance-Fulton- Paulding-Williams	135,577	47,733	30.98	1.93
Carroll-Columbiana- Harrison	147,210	5,753	3.46	0.21
Similar Population Average				1.54
Similar Geography				
Henry	26,921	13,284	36.13	2.70
Hancock	72,301	28,648	23.79	2.17
Ottawa-Sandusky- Seneca	161,223	44,405	25.28	1.51
Lucas	427,088	249,454	55.26	3.20
Similar Geography Average				2.40
Statewide Average	11,699,626	4,386,564	30	2.05

PPD = pounds per person per day

1. Values reported in the Disposal Recycling and Generation Summary for 2020. Ohio EPA, September 16, 2021.

C. Residential/Commercial Recovery Projections

Table E-8 Residential/Commercial Recovery Projections by Program/Source (tons)

Year	Commercial Survey	Data from Other Recycling Facilities	Ohio EPA Commercial Retail Data	Curbside Recycling Services	Drop-off Recycling Locations	Composting Facilities	Other Food and Yard Waste Management Activities	Ohio EPA Scrap Tire Data	Wood County Landfill	School Recycling - BGSU	Other Programs	Totals
2020	3,562	0	5,713	3,303	1,627	20,475	2,824	1,856	136	56	0	39,571
2021	3,562	0	5,713	3,303	1,627	21,499	2,965	1,856	136	56	0	40,716
2022	3,562	0	5,713	3,303	1,627	22,574	3,113	1,856	136	56	0	41,939
2023	3,562	0	5,713	3,303	1,627	23,702	3,269	1,856	136	56	0	43,224
2024	3,562	0	5,713	3,303	1,627	24,887	3,433	1,856	136	56	0	44,572
2025	3,562	0	5,713	3,303	1,627	26,132	3,604	1,856	136	56	0	45,988
2026	3,562	0	5,713	3,303	1,627	27,438	3,784	1,856	136	56	0	47,475
2027	3,562	0	5,713	3,303	1,627	28,810	3,974	1,856	136	56	0	49,036
2028	3,562	0	5,713	3,303	1,627	30,251	4,172	1,856	136	56	0	50,676
2029	3,562	0	5,713	3,303	1,627	30,251	4,172	1,856	136	56	0	50,676
2030	3,562	0	5,713	3,303	1,627	30,251	4,172	1,856	136	56	0	50,676
2031	3,562	0	5,713	3,303	1,627	30,251	4,172	1,856	136	56	0	50,676
2032	3,562	0	5,713	3,303	1,627	30,251	4,172	1,856	136	56	0	50,676
2033	3,562	0	5,713	3,303	1,627	30,251	4,172	1,856	136	56	0	50,676
2034	3,562	0	5,713	3,303	1,627	30,251	4,172	1,856	136	56	0	50,676
2035	3,562	0	5,713	3,303	1,627	30,251	4,172	1,856	136	56	0	50,676
2036	3,562	0	5,713	3,303	1,627	30,251	4,172	1,856	136	56	0	50,676
2037	3,562	0	5,713	3,303	1,627	30,251	4,172	1,856	136	56	0	50,676
2038	3,562	0	5,713	3,303	1,627	30,251	4,172	1,856	136	56	0	50,676
2039	3,562	0	5,713	3,303	1,627	30,251	4,172	1,856	136	56	0	50,676

This section discusses projecting the residential/commercial recovery quantities from 2023-2039 by using the historical information combined with anticipated changes to programs/services. Two years (2021 and 2022) required interpolation as the data was not available at the time this plan was drafted. Ohio EPA recommends using one of the following methods to make projections during the planning period:

1. Average percent change in tons recovered (from Table E-7a);
2. Average per capita recovery rate (from Table E7a5);
3. Holding values steady if there is a lack of historical data; or
4. Other methodology developed by the SWMD.

For the years 2021-2028, the following assumptions used to project the tonnage by program/source are provided below. The years 2029-2039 were held constant.

Commercial Survey – neither the average percent change in tons recovered (from Table E-7a) or average per capita recovery rate (from Table E7a5) appeared to be representative, so this value was held constant.

Data from Other Recycling Facilities – neither the average percent change in tons recovered (from Table E-7a) or average per capita recovery rate (from Table E7a5) appeared to be representative, so this value was held constant.

Ohio EPA Commercial Retail Data - neither the average percent change in tons recovered (from Table E-7a) or average per capita recovery rate (from Table E7a5) appeared to be representative, so this value was held constant.

Curbside Recycling Services - neither the average percent change in tons recovered (from Table E-7a) or average per capita recovery rate (from Table E7a5) appeared to be representative, so this value was held constant.

Drop-off Recycling Locations – since this program was recently instituted, neither the average percent change in tons recovered (from Table E-7a) or average per capita recovery rate (from Table E7a5) appeared to be representative, so this value was held constant.

Composting Facilities – while the historical data suggest over 25% average annual increases, a more modest rate of 5% was used for the first six years of the planning period.

Other Food and Yard Waste Management Activities - while the historical data suggest over 25% average annual increases, a more modest rate of 5% was used for the first six years of the planning period.

Ohio EPA Scrap Tire Data - neither the average percent change in tons recovered (from Table E-7a) or average per capita recovery rate (from Table E7a5) appeared to be representative, so this value was held constant.

Wood County Landfill - neither the average percent change in tons recovered (from Table E-7a) or average per capita recovery rate (from Table E7a5) appeared to be representative, so this value was held constant.

School Recycling – BGSU - neither the average percent change in tons recovered (from Table E-7a) or average per capita recovery rate (from Table E7a5) appeared to be representative, so this value was held constant.

Other Programs - neither the average percent change in tons recovered (from Table E-7a) or average per capita recovery rate (from Table E7a5) appeared to be representative, so this value was held constant.

APPENDIX F INDUSTRIAL WASTE REDUCTION AND RECYCLING DATA

The purpose of Appendix F is to:

- Inventory the quantities of materials recovered from the SWMD's industrial sector in the reference year;
- Adjust reported quantities for double counting;
- Calculate total adjusted quantities of material recovered in the reference year;
- Analyze historical quantities recovered; and
- Project quantities to be recovered.

This data will no longer be required under the new 2020 State Plan Goals. However, due to high response and recycling rates in the industrial sector, the District may choose to continue collecting this information.

A. Reference Year Recovery Data

This data has been compiled from the information obtained through the annual district report (ADR) survey. Annually, the SWMD sends ADR surveys to over 80 industrial facilities that generate waste within the District. In the reference year, 33% of the industries provided recycling information to the District.

For the industrial waste reduction and recycling historical analysis, recycling data was gathered during the ADR process during years 2016 through 2020. Per Ohio EPA instructions, if an industrial business did not respond to the survey in the reference year, but did respond to a previous survey, it may be acceptable to use data from the earlier survey, if the following verifications are made:

- The survey is not more than three years old. Note: Ohio EPA allowed Districts to use four-year old data, if necessary, as a result of the COVID-19 pandemic;
- The industrial facility was in operation in the reference year;
- The owner did not significantly change the nature of the business including the hours of operation, the number of employees, or its sales/level of service; and
- The facility still produces the types of recyclables as were reported in the earlier survey.

The District made efforts to identify possible double counting. As noted in Appendix A, a portion of Phoenix Technologies tonnage from 2016-2019 was double counted. Phoenix Technologies reported tonnage for materials that it used in its manufacturing process that originated from the Bowling Green Recycling Center. The error was explained, and adjustments were made in the 2020 ADR.

Table F-1 Industrial Survey Results (tons)

NAICS	Food	Glass	Ferrous Metals	Non-Ferrous Metals	Corrugated Cardboard	All Other Paper	Plastics	Textiles	Wood	Rubber	Commingled Recyclables (Mixed)	Ash	Non-Excluded Foundry Sand	Flue Gas Desulfurization	Other: Motor Oil	Other: Batteries	Other: Electronics	Other: Lightbulbs	Other: Misc.	Other: Scrap Metal Unspecified	
22																					
31	5,510	15,609	42	1,339	189	37	24		276											271	
32	0	6,269	1,154	80	296	2,365	753	0	835	2	3					15	9	1	30		
33		0	67,621	4,952	8,905	73	2,711	1	972		4				605	1	4	4	12	746	
54		0	674	38	0	0	0			56											
11			48	5	14	39		1,054												2	
48			132		36	2	44														
42				52	12	108			13												
44			15	1	482	8	1,320		16												
56					110																
Unadjusted Total	5,510	6,284	69,685	6,467	10,044	2,632	4,851	1,055	2,112	58	7	0	0	0	605	16	14	5	42	1,018	110,407
Adjustments																				0	
Adjusted Total	5,510	6,284	69,685	6,467	10,044	2,632	4,851	1,055	2,112	58	7	0	0	0	605	16	14	5	42	1,018	110,407

Source(s) of Information: 2020 ADR; 2017 – 2019 for ADR reporting purposes where no 2020 data was available

Sample Calculations: The amounts shown in the NAICS code categories are the total of material reported by one or more industries that are in the code category.

Assumptions: blank cells indicate there was zero data reported; "0" cells indicate recycling tonnage less than 0.5 so that the rounded result is 0.

North American Industry Classification System (NAICS) codes for industries providing the data reported in Table F-1

- 31 – Food Manufacturing
- 32 – Wood product manufacturing, printing, chemical manufacturing, plastic resins, plastic products, tire retreading, machine shops
- 33 – Appliance manufacturing, motor vehicle parts, farm machinery manufacturing, dental and hospital equipment
- 54 – Professional, scientific, and technical services
- 11 – Agriculture, forestry, fishing, and hunting
- 48 – Transportation and Warehousing
- 42 – Wholesale Trade
- 44 – Retail Trade
- 56 – Administrative and Support and Waste Management and Remediation Services

"Other Categories"

- motor oil
- batteries
- electronics
- lightbulbs
- miscellaneous
- scrap metal unspecified

Note: The 2020 Industrial ferrous recycling tonnage was incorrectly reported in the ADR. The correct tonnage is 69,685 tons; 82,284 tons were reported.

Table F-2 Data from Other Recycling Facilities

Program and/or Source of Materials/Data	Food	Glass	Ferrous Metals	Non-Ferrous Metals	Corrugated Cardboard	All Other Paper	Plastics	Textiles	Wood	Rubber	Commingle Recyclables (Mixed)	Ash	Non-Excluded Foundry Sand	Flue-Gas Desulfurization Waste	Total
Buybacks															
None															
Scrap Yards															
None															
Brokers															
None															
Processors/MRF's															
None															
Unadjusted Totals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adjustments															0
Adjusted Totals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Table: F-3 Other Recycling Programs/Other Sources of Data

Other Recycling Programs or Other Sources of Data	Food	Glass	Ferrous Metals	Non-Ferrous Metals	Corrugated Cardboard	All Other Paper	Plastics	Textiles	Wood	Rubber	Commingle Recyclables (Mixed)	Ash	Non-Excluded Foundry Sand	Flue Gas Desulfurization Waste	Unadjusted Total	Adjustments	Adjusted Total
None															0		0
Unadjusted Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adjustments															0		
Adjusted Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		

No other programs or information sources were responsible for measurable industrial waste recycling or reduction.

Table F-4 Industrial Material Recovered in Reference Year

Material	Quantity (tons)
Food	5,510
Glass	6,284
Ferrous Metals	69,685
Non-Ferrous Metals	6,467
Corrugated Cardboard	10,044
All Other Paper	2,632
Plastics	4,851
Textiles	1,055
Wood	2,112
Rubber	58
Commingled Recyclables (Mixed)	7
Ash	0
Non-Excluded Foundry Sand	0
Flue Gas Desulfurization	0
Other (Aggregated)	1,700
Total	110,407

Source(s) of Information: 2020 Survey data and 2020 ADR

The industrial sector diverted 110,407 tons, as shown in Table F-4. Since there were no data from Tables F4b and F4c, data in Table F-4 are attributable to the data reported in Table F-1. There was an addition error in the 2020 ADR for corrugated cardboard and all other paper, which has been corrected in this table. Additionally, the ferrous metal tonnage was corrected from the 2020 ADR for double counting. As a result, the total (110,407 tons) differs from the 2020 ADR (122,999 tons) by 12,592 tons.

Table F-5 Quantities Recovered by Program/Source

Program/Source of Industrial Recycling Data	Quantity (Tons)
Industrial survey	110,407
Data from other recycling facilities	0
Total	110,407

Table F-5 shows the total tons diverted for each source/program. No District programs were responsible for measurable industrial waste recycling or reduction. Although the District has assisted industries seeking markets for certain materials, no specific action or program is directly connected to an exact amount of recovered material. All the reported recycling data was provided by industries in survey responses.

B. Historical Recovery

Total recovery includes recycling, composting, and waste reduction from incineration. The District's historical recovery for the industrial sector over a five-year period spanning from 2016 to 2020 is presented in the following tables.

Table F-6 Historical Industrial Recovery by Program/Source (tons)

Year	Industrial survey	Data from other recycling facilities	Totals
2016	116,407	0	116,407
2017	123,282	0	123,282
2018	109,533	0	109,533
2019	127,694	0	127,694
2020	110,407	0	110,407

The information in Table F-6 Historical Industrial Recovery by Program/Source is from the data collected for the District's annual district reports. As noted above, the amount reported above for 2020 varies from the amount reported in the 2020 ADR that was previously submitted to OEPA. The District reviewed the data and discovered one error in the ferrous reporting that has been corrected in Table F-1.

The 2017 Plan projected an industrial recovery of 96,510 tons each year from 2017 to 2020. Actual tonnage recovered each year varied between 13 – 32% higher than the projected tonnage.

Tables F-6a1 to F-6a5 are all derived from Table F-6 and demonstrate several tools that can be used to analyze the historical data.

Table F-6a1 Annual Percentage Change in Tons Recovered

2016	
2017	6%
2018	-11%
2019	17%
2020	-14%

Table F-6a2 Average Annual Percentage Change in Tons Recovered

-1%

Table F-6a3 Annual Change in Tons Recovered

2016	
2017	+6,875
2018	-13,749
2019	+18,161
2020	-17,287

Table F-6a4 Average Annual Change in Tons Recovered

-1,500

Table F-6a5 Average Tons of Material Recovered

117,464

Source(s): District Industrial Surveys for 2016 – 2012, "Material Recovery Facility and Commercial Recycling Data" for 2016-2020

Data from the industrial sector is obtained from surveys, as shown in Table F-6. Average industrial recovery from 2016 to 2020 was 117,464 tons. Over the five-year period, quantities recovered decreased by an average of 1,500 tons, or 1%, annually.

Overall, the District was unable to identify a clear trend in the recovered quantities during 2016-2020. Until the District obtains more consistent data from the industrial sector, it will be very difficult to identify trends and draw conclusions for the industrial sector. However,

despite the variability, industrial reduction and recycling rates continues to exceed 2017 Plan projections and the former State Plan goal for industrial waste reduction.

C. Industrial Recovery Projections

Table F-7 Industrial Recovery Projections by Program/Source (tons)

Year	Industrial survey	Data from other recycling facilities	Totals
2020	110,407	0	110,407
2021	110,407	0	110,407
2022	110,407	0	110,407
2023	110,407	0	110,407
2024	110,407	0	110,407
2025	110,407	0	110,407
2026	110,407	0	110,407
2027	110,407	0	110,407
2028	110,407	0	110,407
2029	110,407	0	110,407
2030	110,407	0	110,407
2031	110,407	0	110,407
2032	110,407	0	110,407
2033	110,407	0	110,407
2034	110,407	0	110,407
2035	110,407	0	110,407
2036	110,407	0	110,407
2037	110,407	0	110,407
2038	110,407	0	110,407
2039	110,407	0	110,407

Source(s) of Information: Data for 2020 was pulled from Table F-6.

Because some of the data presented in Table F-6a do not appear to have clear trends, projecting the industrial recovery over the planning period is difficult. For this reason, the tonnage reported for 2020 was used for the entire planning period.

APPENDIX G WASTE GENERATION

A. Historical Year Waste Generated

Depending upon the method used to estimate waste generation, it is very possible that the actual amounts of disposal and waste reduction (as reported by solid waste facilities, recycling facilities, and recycling brokers) will not be consistent with the amount of waste generation. In many cases, calculating waste generation based upon national averages and/or industrial surveys results in higher amounts than the actual reported quantities according to solid waste facilities and recyclers. (The reverse may be true, also.) Many factors contribute to this differential, including the following:

- Inaccurate or inappropriate conversion factors (cubic yards to tons);
- Inaccurate or inappropriate compaction factors for hauling vehicles and landfill waste placement;
- Illegal or open dumping;
- Reporting errors on surveys conducted by the District;
- Average generation rates used are not appropriate for local circumstances;
- Mischaracterization of the type of waste at solid waste facilities;
- Non-response by some entities surveyed by the District; and
- Difficulty in accurately tracking all District waste flows, especially those to adjacent states, or those which are processed through an out-of-district transfer station in route to a landfill.

For Table G-1, information was pulled from Appendix D, E, and F to populate the data. Data in these appendices were based on the residential/commercial and industrial tons disposed from the Ohio EPA Annual District Reports, "Disposal, Recycling, and Generation Summary" for years 2016 to 2020. Corrections were made where needed as explained in previous appendices.

This approach can be reasonably accurate, except when the SWMD does not get good cooperation from entities that are surveyed, such as out-of-state landfills, or recyclers.

Table G-1 Reference Year and Historical Waste Generated

Year	Population	Residential/ Commercial				Industrial			Excluded (tons)	Total (tons)
		Disposed (tons)	Recycled (tons)	Generated (tons)	Per Capita Generated (ppd)	Disposed (tons)	Recycled (tons)	Generated (tons)		
2016	129,768	119,944	31,749	151,693	6.41	5,982	116,407	122,389	6,876	280,958
2017	130,437	119,382	36,354	155,736	6.54	5,608	123,282	128,890	7,151	291,777
2018	130,441	119,866	41,415	161,281	6.77	13,873	109,533	123,406	6,856	291,543
2019	130,817	120,241	37,111	157,352	6.59	9,389	127,694	137,083	7,732	302,167
2020	131,156	133,076	39,571	172,647	7.21	7,122	110,407	117,529	10,533	300,709

Sources: Tables E-5 to E-8, Table D-1a, Table F-1

Table G-1a Reference Year and Historical Waste Generated

Year	Annual % Change (tons)		
	Residential/ Commercial	Industrial	Excluded
2016	-	-	-
2017	3%	5%	4%
2018	4%	-4%	-4%
2019	-2%	11%	13%
2020	10%	-14%	36%
Average Annual % Change			
	3%	-0.5%	12.2%

Source(s) of Information: 2020 ADR data from Appendix D, E, and F

Sample Calculations:

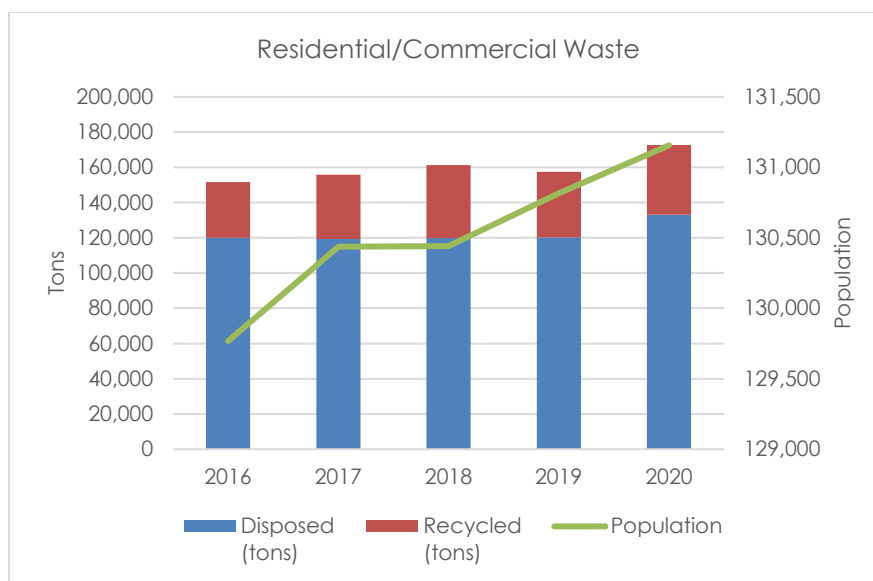
Per capita generation rate = ((tons generated x 2000) ÷ 365) ÷ population)

Annual percentage change = ((New year – old year) ÷ old year) x 100

Waste Generated = Waste Disposed + Waste Recycled

1. Residential/Commercial Waste

Residential/commercial waste generation remained fairly constant from 2016 – 2020 despite the increasing population. Annual change varied from 2% decrease in 2019 to 10% increase in 2020, which could partially be explained by the COVID-19 pandemic as discussed in previous appendices. Overall, the average annual change in waste generation from 2016 - 2020 was a 3% increase in the residential/commercial sector.

Figure G-1 Historical Residential/Commercial Waste Generation

Residential/commercial per capita generation rates ranged from 6.41 ppd in 2016 to 7.21 ppd in 2020, with an average per capita generation rate of 6.71 ppd. The 2020 per capita rate of 7.21 ppd is slightly lower than the average of other districts with similar population and slightly higher than nearby counties and the statewide average, as shown in Table G-1a.

Table G-1a Comparison of 2020 Waste Generation Rates to Other Districts

	County	2020 Census Population (1)	Ohio EPA ADR 2020 Population (2)	Percent Difference in Population Estimate	2020 ADR Residential/Commercial Generation (2)
Similar Population	Miami	108,774	106,987	1.6%	6.36
	Richland	124,936	121,488	2.8%	13.14
	Belmont-Jefferson	131,746	132,331	-0.4%	8.63
	Clark	136,001	134,083	1.4%	7.24
	Defiance-Fulton-Paulding-Williams	136,907	135,577	1.0%	6.23
	Carroll-Columbiana-Harrison	143,081	147,210	-2.9%	6.19
	Average P/P/P/D				7.97
Similar Geography	Henry	27,662	26,921	2.7%	7.48
	Hancock	74,920	72,301	3.5%	9.13
	Ottawa-Sandusky-Seneca	154,329	161,223	-4.5%	5.97
	Lucas	431,279	427,088	1.0%	5.79
	Average P/P/P/D				7.09
	Statewide	11,799,448	11,699,626	0.8%	6.85

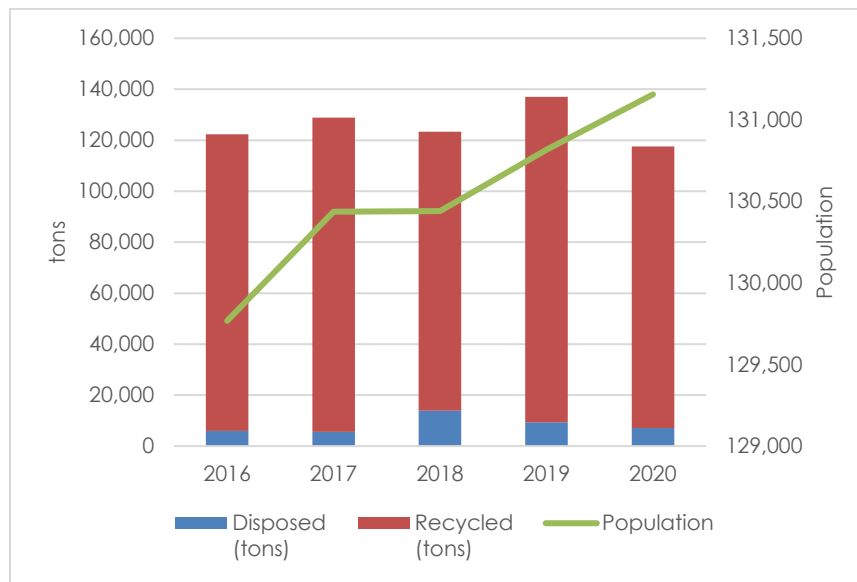
PPD = pounds per person per day

1. Ohio Department of Development, Office of Research. August 2021. Population Counts for Governmental Units: 2020, 2010, 2000. <https://devresearch.ohio.gov/files/research/P3008.pdf>

2. Values reported in the Disposal Recycling and Generation Summary for 2020. Ohio EPA, September 16, 2021

2. Industrial Waste

Industrial waste generation also remained fairly constant despite the increasing population. Annual change varied from 14% decrease in 2020 to 11% increase in 2019, which is the opposite trend compared to residential/commercial. This decrease could also be partially explained by the COVID-19 pandemic as discussed in other sections. Many businesses were closed during part of 2020, reducing the industrial generation. At the same time, employees were at home resulting in the increase in residential/commercial waste generation. Overall, the average annual change in generation from 2016 -2020 was -0.5% in the industrial sector.

Figure G-2 Historical Industrial Waste Generation

3. *Excluded Waste*

Since excluded waste made up less than 10% of the total waste generated in the reference year (2020), the District has chosen not to address excluded waste per the Ohio EPA 4.1 Instruction.

B. Generation Projections

Table G-2 Generation Projections

Year	Population	Residential/ Commercial				Industrial			Excluded Waste (tons)	Total (tons)	Annual Percentage Change			
		Disposal (tons)	Recycle (tons)	Generation (tons)	Per Capita Generation (ppd)	Disposal (tons)	Recycle (tons)	Generation (tons)			Residential/ Commercial	Industrial	Excluded	Total
2020	131,156	133,076	39,571	172,647	7.21	7,122	110,407	117,529	0	290,176	-----	-----	-----	-----
2021	131,248	123,170	40,716	163,887	6.84	7,478	110,407	117,885	0	281,772	-5.1%	0.3%	0%	-2.9%
2022	131,341	123,257	41,939	165,197	6.89	7,852	110,407	118,259	0	283,455	0.8%	0.3%	0%	0.6%
2023	131,433	123,344	43,224	166,568	6.94	8,245	110,407	118,651	0	285,219	0.8%	0.3%	0%	0.6%
2024	131,526	123,431	44,572	168,003	7.00	8,657	110,407	119,064	0	287,067	0.9%	0.4%	0%	0.6%
2025	131,618	123,517	45,988	169,506	7.06	9,090	110,407	119,496	0	289,002	0.9%	0.4%	0%	0.7%
2026	131,932	123,812	47,475	171,287	7.11	9,544	110,407	119,951	0	291,238	1.1%	0.4%	0%	0.8%
2027	132,246	124,107	49,036	173,143	7.17	10,021	110,407	120,428	0	293,571	1.1%	0.4%	0%	0.8%
2028	132,560	124,401	50,676	175,077	7.24	10,522	110,407	120,929	0	296,006	1.1%	0.4%	0%	0.8%
2029	132,874	124,401	50,676	175,077	7.22	10,522	110,407	120,929	0	296,006	0.0%	0.0%	0%	0.0%
2030	133,188	124,401	50,676	175,077	7.20	10,522	110,407	120,929	0	296,006	0.0%	0.0%	0%	0.0%
2031	133,292	124,401	50,676	175,077	7.20	10,522	110,407	120,929	0	296,006	0.0%	0.0%	0%	0.0%
2032	133,396	124,401	50,676	175,077	7.19	10,522	110,407	120,929	0	296,006	0.0%	0.0%	0%	0.0%
2033	133,500	124,401	50,676	175,077	7.19	10,522	110,407	120,929	0	296,006	0.0%	0.0%	0%	0.0%
2034	133,604	124,401	50,676	175,077	7.18	10,522	110,407	120,929	0	296,006	0.0%	0.0%	0%	0.0%
2035	133,708	124,401	50,676	175,077	7.17	10,522	110,407	120,929	0	296,006	0.0%	0.0%	0%	0.0%
2036	134,824	124,401	50,676	175,077	7.12	10,522	110,407	120,929	0	296,006	0.0%	0.0%	0%	0.0%
2037	134,848	124,401	50,676	175,077	7.11	10,522	110,407	120,929	0	296,006	0.0%	0.0%	0%	0.0%
2038	134,872	124,401	50,676	175,077	7.11	10,522	110,407	120,929	0	296,006	0.0%	0.0%	0%	0.0%

Note: See Appendix D, E and F for sources, assumptions and calculations used for each sector.

The generation projections for the District are explained in Appendices D, E, and F. Table G-2 is a composite of the projections. Residential/commercial waste generation is expected to increase slowly during the planning period, mainly due to the expected continued population growth and increased waste disposal. Recycling is also expected to increase slightly. Residential/commercial generation is predicted to increase about 1% per year over the first six years of the planning period, with the remaining years held constant.

Industrial generation is expected to increase 0.4% per year over the first six years of the planning period, with the remaining years held constant. This is due to projected recycling being held constant while disposal is expected to increase slightly.

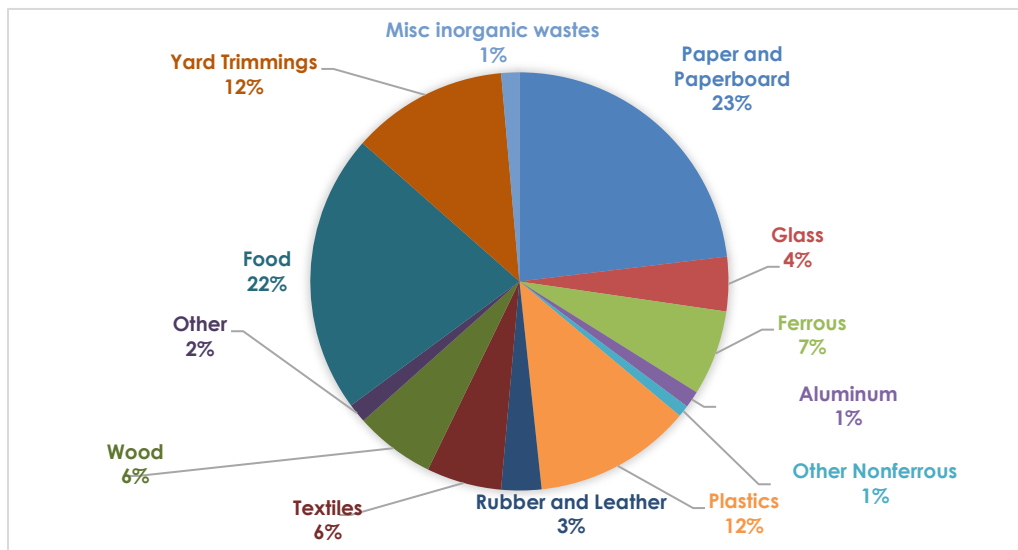
C. Waste Composition

Table G-3 Composition of Residential/Commercial Waste for First Six Years of Planning Period (tons)

Material	Percent of Total Generation ¹	2020	2021	2022	2023	2024	2025	2026	2027	2028
Paper and Paperboard	23.1%	30,741	28,452	28,472	28,492	28,512	28,532	28,601	28,669	28,737
Glass	4.2%	5,589	5,173	5,177	5,180	5,184	5,188	5,200	5,212	5,225
Ferrous	6.6%	8,783	8,129	8,135	8,141	8,146	8,152	8,172	8,191	8,210
Aluminum	1.3%	1,730	1,601	1,602	1,603	1,605	1,606	1,610	1,613	1,617
Other Nonferrous	0.9%	1,198	1,109	1,109	1,110	1,111	1,112	1,114	1,117	1,120
Plastics	12.2%	16,235	15,027	15,037	15,048	15,059	15,069	15,105	15,141	15,177
Rubber and Leather	3.1%	4,125	3,818	3,821	3,824	3,826	3,829	3,838	3,847	3,856
Textiles	5.8%	7,718	7,144	7,149	7,154	7,159	7,164	7,181	7,198	7,215
Wood	6.2%	8,251	7,637	7,642	7,647	7,653	7,658	7,676	7,695	7,713
Other	1.5%	1,996	1,848	1,849	1,850	1,851	1,853	1,857	1,862	1,866
Food	21.6%	28,744	26,605	26,624	26,642	26,661	26,680	26,743	26,807	26,871
Yard Trimmings	12.1%	16,102	14,904	14,914	14,925	14,935	14,946	14,981	15,017	15,053
Misc. inorganic wastes	1.4%	1,863	1,724	1,726	1,727	1,728	1,729	1,733	1,737	1,742
R/C waste generated		133,076	123,170	123,257	123,344	123,431	123,517	123,812	124,107	124,401

¹ From Advancing Sustainable Materials Management: 2018 Tables and Figures Assessing Trends in Materials Generation and Management in the United States December 2020

Figure G-3 Percent of Total Generation by Waste Stream¹⁶



¹⁶ From Advancing Sustainable Materials Management: 2018 Tables and Figures Assessing Trends in Materials Generation and Management in the United States December 2020

Understanding the content of the waste is important for estimating the quantity of materials available for recovery or recycling, and for designing the appropriate size of any processing, recycling, or recovery facilities in the District. Table G-3 estimates the composition of residential/commercial waste from 2020 to 2039 using the U.S. EPA's 2018 percent of total generation by material for the municipal waste stream shown in Figure G-3. Based on U.S. EPA data, most of the waste generated in the municipal stream is projected to be paper/paperboard, food, plastics, and yard trimmings.

APPENDIX H STRATEGIC EVALUATION

Appendix H includes a strategic process of evaluating reduction and recycling efforts. To do this, the District evaluated its programs and services in the context of factors that need to be considered when developing recycling and waste reduction programs.

The District evaluated the status of its reduction and recycling efforts against these factors through a series of analyses. These analyses are intended to result in a holistic review of the SWMD. The District completed the following thirteen analyses:

- Residential Recycling Infrastructure Analysis
- Commercial Sector Analysis
- Industrial Sector Analysis
- Waste Composition Analysis
- Economic Incentive Analysis
- Restricted and Difficult to Manage Waste Analysis
- Diversion Analysis
- Special Program Needs Analysis
- Financial Analysis
- Regional Analysis
- Data Collection Analysis
- Education and Outreach Analysis
- Processing Capacity Analysis

The combined results of the analyses helped answer questions such as:

- Is the SWMD adequately serving all waste generating sectors?
- Is the SWMD recovering high volume wastes such as yard waste and cardboard?
- How well is the SWMD's recycling infrastructure being used/how well is it performing/being used?
- What is the SWMD's financial situation and ability to fund programs?
- How effective is the SWMD's data collection system?
- How did the SWMD's situation in the reference year compare to where the current plan anticipated the SWMD would be?

1. Residential Recycling Infrastructure Analysis

The residential recycling infrastructure analysis evaluates whether the needs of the residential sector are being met and if the infrastructure is adequately performing. The District's residential recycling infrastructure consists of curbside recycling programs and drop-off programs. In early 2020, there were six non-subscription curbside recycling programs and two subscription programs in the District. In late 2020 and early 2021, two communities shifted to non-subscription and one community discontinued recycling altogether. Currently, the District has three non-subscription curbside programs and four subscription curbside programs. The District also has two full-time urban drop-off recycling sites, eleven full-time rural drop-off recycling sites and one part-time rural drop-off

recycling site. See Appendix B Recycling Infrastructure Inventory for a complete listing of District residential recycling infrastructure for reference year 2020.

A. Residential Recycling Infrastructure Analysis Overview

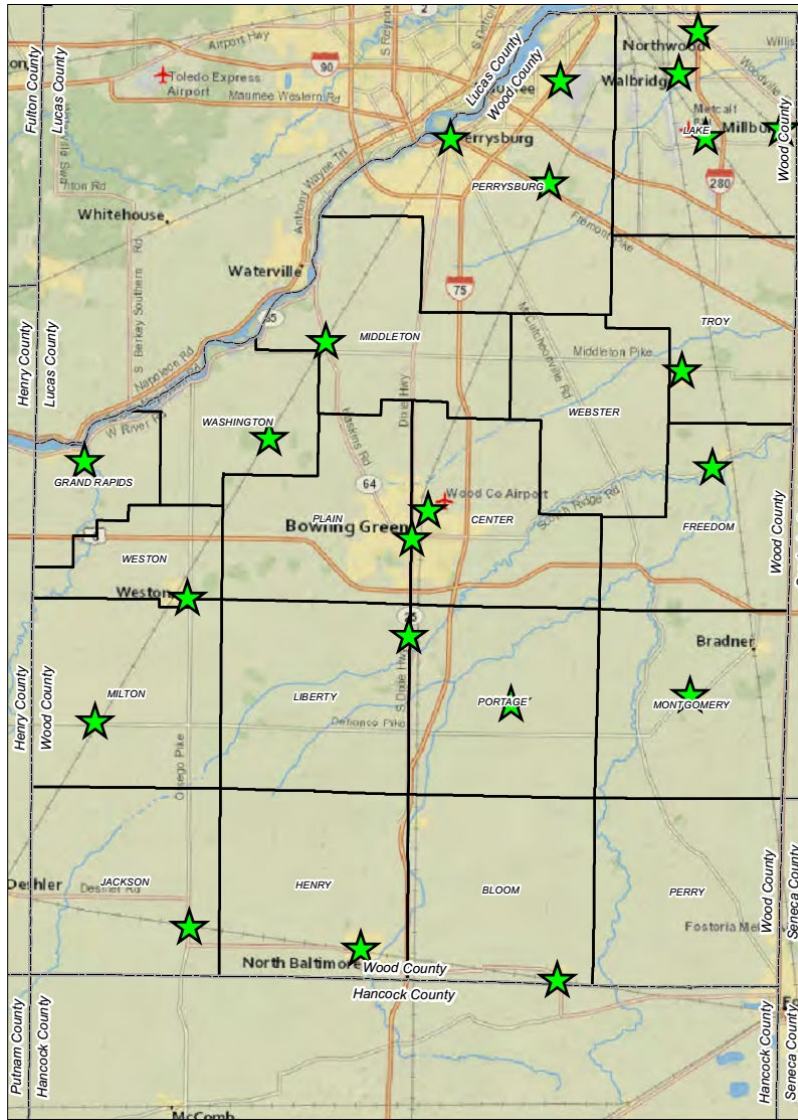
Geographical Observations

The curbside recycling programs, both non-subscription and subscription, are mainly located in the more highly populated areas of the District. Non-subscription programs are located in the City of Bowling Green and the City of Perrysburg, the two largest cities in the District. The Village of Haskins also operates a non-subscription curbside program. The subscription programs are located in the City of Rossford, City of Northwood, Village of Walbridge and Lake Township, which are all located in the northern part of the county.

In 2018, the District established a countywide 24/7 residential recycling drop-off program to ensure full-time access to recycling for the District's rural population, primarily in the central and southern part of the District. The program includes twelve sites strategically located throughout the county. The sites have varying numbers of containers based on population needs. The Village of North Baltimore operates a part-time weekly rural drop-off site in the southern part of the county.

The Bowling Green Recycling Center (BGRC), a non-profit full-time urban drop-off site located in the City of Bowling Green, supplements the recycling programs offered throughout the District. BGRC is open 24 hours per day. It is centrally located in the county and can accept large amounts of recyclables. BGRC serves as an additional recycling location for residents in the rural communities that might experience high volumes at their smaller sites.

Prior to the recycling program changes in the northern part of the county, recycling was widespread throughout all areas of the District. Although fewer residents are using the subscription services due to cost, residents from the northern part of the District may also be using drop-off sites in Lucas County. Overall, the combination of residential curbside recycling programs and the large number of drop-off sites provide most District residents with convenient opportunities to recycle.

Figure H-1. Residential Recycling Infrastructure

Functionality Observations

The City of Bowling Green and the City of Perrysburg provide non-subscription curbside service on a weekly basis. The other curbside programs in the District are serviced on a bi-weekly schedule. The District is unaware of any concerns or complaints regarding the frequency of collection with curbside programs.

The countywide 24/7 drop-off sites are serviced weekly, except the Perrysburg Township site, which is serviced twice per week. The drop-off sites experienced unprecedented volume during the reference year due to the Covid-19 pandemic. More people were

staying at home and generating more recyclables. Even outside that time, some of the sites have had full containers prior to servicing and must be temporarily closed to prevent residents from placing materials on the ground.

The Bowling Green Recycling Center (BGRC) drop-off is open 24 hours per day and serves as an alternative recycling location for drop-off sites with high volume. The BGRC website indicates that materials accepted and specifications for preparation are subject to change based on market conditions. The District is unaware of any concerns or complaints regarding these periodic limitations.

Multi-family housing residents have access to recycling at the BGRC and at the drop-off sites located throughout the District. The District's website and various community websites provide information on the availability of these services.

Overall, the types of recycling services available throughout the District are appropriate for the locations. Curbside works well in the larger communities but would be difficult to implement in the small villages and/or townships and the drop-off sites provide access in the rural areas. All the curbside programs and drop-off sites collect a comprehensive mix of materials, with two limitations. The City of Perrysburg no longer accepts glass in their curbside program and the Perrysburg Township drop-off site no longer accepts cardboard. The cardboard exclusion was due to the drop-off site being overused by commercial businesses and contractors. The BGRC is offered as an alternative site for cardboard and glass recycling. Generally, the countywide 24/7 program has adequate capacity for the residential population of each site. In 2021, the City of Perrysburg partnered with O-I Glass Inc. to create an alternative glass drop-off recycling opportunity for residents and businesses. The program has three locations in Perrysburg.

The District has identified some locations that could benefit from new programs and/or additional infrastructure. First, Perrysburg Township may want to consider a curbside program due to the township's continued population and new housing growth. This would provide a more convenient method of recycling for township residents and may be financially feasible due to the number of residents in the area. Second, the northern part of the county might benefit from the strategic placement of some drop-off sites to help supplement the curbside programs currently being offered and to provide more convenient access to recycling for the multi-family residents in that area.

Effectiveness v. Cost

For reference year 2020, the cost per ton for the District's countywide 24/7 Residential Drop-Off Program was as follows:

- Cost of Program - \$126,262.32
- 760 tons collected
- \$166/ton

The District contracts with Republic Services and pays a per container charge for servicing. This charge includes collection, transportation, and processing of the materials. Republic also charges a fuel surcharge. The District has a five-year agreement with annual increases. There is no revenue-sharing component of the contract. The Republic

Services contract will be expiring in 2023 and the District will be seeking competitive proposals for the program.

For reference year 2020, the cost per ton for the City of Bowling Green's curbside program was as follows:

- Cost of Program - \$170,166.39
- 999.76 tons collected
- \$170/ton

The City of Bowling Green staff collect the curbside recyclables and transport them to the Republic Services transfer station in Toledo, Ohio. Republic then transports the materials to its processing facility. The city's agreement has a revenue sharing component.

Figure H-2 Comparison of Cost/Ton for District's 24/7 Drop-Off Program and City of Bowling Green's Curbside Program

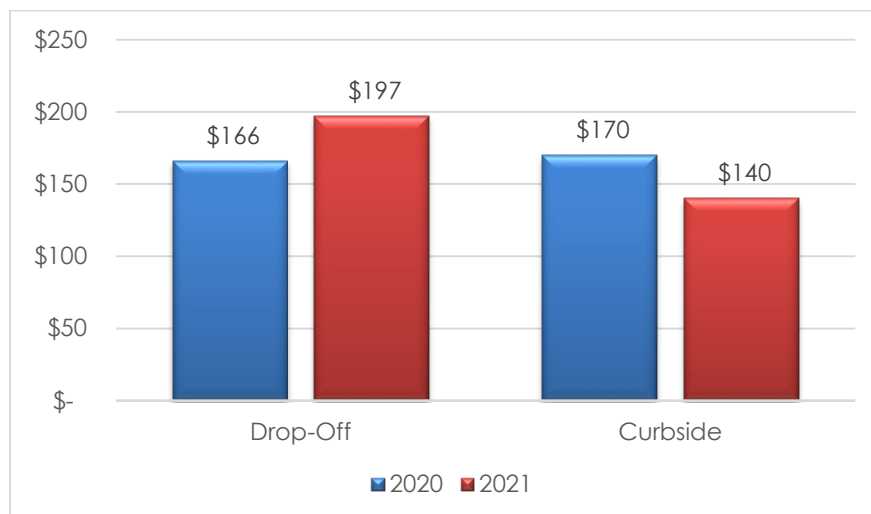


Figure H-2 demonstrates the cost per ton for the District's 24/7 drop off program and the City of Bowling Green's curbside program in 2020 and 2021. The District's cost per ton increased in 2021 due to lower tonnage and an increase in Republic Services' contract price. The City of Bowling Green's cost per ton decreased in 2021 due to increased revenue sharing with Republic Services.

Table H-2 Comparison of Drop-off Costs with Other Districts

District	Year	Cost/Ton
Belmont-Jefferson ¹⁷	2017	\$363
Carroll-Columbiana-Harrison ¹⁸	2019	\$246
Clark ¹⁹	2015	\$69
Miami ²⁰	2018	\$22
Wood	2020	\$166

The District also compared the programs cost/ton to other SWMDs. The difficulty with this type of comparison is the varying types of recycling programs and cost structures. However, the average cost/ton of recycling of the SWMDs listed above is \$169/ton, which is similar to both the City of Bowling Green and the District's drop-off program.

The City of Perrysburg regularly surveys Bowling Green, Perrysburg, Oregon, and Toledo regarding their curbside recycling programs. Garbage/recycling collection costs were estimated to be \$132 per household for Maumee, \$144 per household for Bowling Green, \$151 per household for Oregon, \$161 per household for Sylvania, and \$218 per household for Perrysburg. While the City of Perrysburg had the highest estimated per household curbside recycling cost (\$218/year) the suite of services offered through this program is robust and includes unlimited bulk pickup and free pickup of difficult to manage wastes such as appliances, carpets, limited electronics, and tires.

The District will continue working on collecting more data from other recycling programs both within and outside the District to better understand the differences between programs.

Access to information

Many of the cities, villages and townships that have curbside or drop-off sites have websites, Facebook pages or similar on-line presence that are used to promote available recycling opportunities. The District will periodically share recycling concerns and/or upcoming events with community officials who will then place the information on the community Facebook page. Additionally, the District's website lists the recycling opportunities located throughout the county and provides links to the other communities' websites.

Participation/Performance - Curbside Recycling Programs

The District has experienced curbside program changes since the last plan update. The Village of Millbury discontinued its program entirely while the City of Rossford and the City of Northwood shifted to subscription programs due to increased contract costs. While the District subsidizes the curbside programs by providing annual per capita payments, all program decisions are made by the local government.

¹⁷ Jefferson Belmont Regional Solid Waste Authority Solid Waste Management Plan, 2021.

¹⁸ Draft Stark, Tuscarawas, Wayne Joint Solid Waste Management District Plan, January 2021.

¹⁹ Clark County Solid Waste District Ratified Plan, January 2019.

²⁰ Miami County Solid Waste Management District Ratified Plan, December 2021.

The District has not received significant performance data from the curbside programs. This is an area that the District could expand upon, including surveying the curbside programs for information such as cost of program, cost to resident, frequency of service, level of participation, accepted materials, economic incentives, and other similar information. The District could then compare the programs and costs to share with the group. The District may want to consider utilizing the services of a consultant or Bowling Green State University (BGSU) to create a uniform survey for the curbside programs.

Generally, communities offering curbside programs have high participation rates due to the convenience of recycling at home. As communities have switched to commingled, automated collection of materials, the number of recyclables collected, and collection efficiency has also increased. All the curbside programs in the District are commingled and automated. Curbside recycling information is available on the District's website with links to the respective communities offering the service.

The City of Perrysburg and Perrysburg Township are expected to grow in population during the planning period. The City of Perrysburg has a strong curbside program that should be able to accommodate growth. Perrysburg Township may need to consider implementing a curbside program if the capacity of its drop-off site becomes limited.

Multi-family housing is a sector that is not served by curbside recycling. Multi-family housing residents can utilize the 24/7 drop-offs and the BGRC. Currently, the District does not perform outreach to apartment managers to promote recycling. The District could develop brochures and educational outreach materials for multi-family housing residents and BGSU off-campus students.

The main challenges facing curbside programs are contamination issues and the rising cost of recycling.

Participation/Performance - Drop-Off Recycling Sites

In 2018, the District implemented a new countywide 24/7 residential mixed recycling drop-off program. This full-time rural program replaced the District's former part-time mobile satellite program, which operated monthly. The new 24/7 drop-off program has been very popular with residents. Even with the number of sites being reduced from 15 to 12, the total annual tonnage of recyclables collected in 2020 increased by over 800% compared to 2017 under the former program. The District has also increased the number of accepted materials at the sites to include glass, wax cartons, and household plastics. The 12 permanent full-time sites are located strategically throughout the county and have a total of 51 bins. The bins are serviced weekly, and the materials are collected and processed by Republic Services. Each site is maintained by a community group or host community.

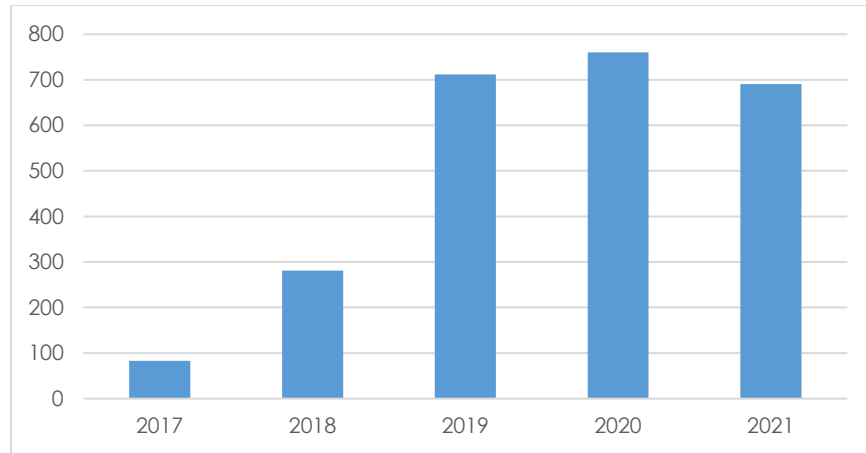
Figure H-3 2017 - 2021 District Sponsored Drop-Off Recycling Program (tons)

Figure H-3 compares the District sponsored drop-off recycling program tonnage from 2017-2021. The District utilized a mobile satellite monthly program in 2017 and implemented the new 24/7 program in July 2018. Total tonnage: 2017 - 83 tons; 2018 – 281 tons; 2019 – 712 tons; 2020 – 760 tons; 2021 – 691 tons. BGRC drop-off, North Baltimore drop-off and the former N.A.T. drop-off are excluded from the totals.

After the new program was created, N.A.T. Transportation Inc. discontinued its 24/7 drop-off collection. The Village of North Baltimore retained its mobile weekly collection program rather than participate in the District's new program.

During reference year 2020, the District received several complaints from residents and local governments that a few sites were at capacity prior to the weekly service date. Some communities requested the District provide additional bins or additional servicing. This was not possible due to limitations with Republic Services' ability to add service routes and the District's budgetary constraints. The District relocated some bins to other sites to address temporary volume concerns and created portable signs to help the communities manage the sites during high volume.

The portable signs have been a valuable tool for the sites. If the bins reach capacity prior to the servicing, the sign is placed in front of the bins indicating a temporary closure until the weekly service date. The signs can usually be seen from the road; thus, residents are made aware that the site is full prior to parking, unloading, and attempting to place materials in full bins. As a result of the signs, complaints have decreased.

The City of Rossford and City of Northwood approached the District during reference year 2020 regarding the possibility of the District establishing drop-off sites in their communities. The District advised against expanding the rural program into these higher population areas and recommended the cities investigate a subscription curbside program. Ultimately, both cities adopted a subscription program.

Challenges at the Drop-Off Sites

The District has experienced challenges at the drop-off sites, including contamination, illegal dumping, capacity, servicing issues, and confusing signage. Gathering performance data from individual drop-off locations is also a challenge as Republic Services is unable to report tonnage per site.

The District does not have a system in place to measure contamination. In reference year 2020, prior to the Covid-19 pandemic, District staff were planning a contamination audit at the Republic Services transfer station. However, it was canceled after the enactment of the stay-at-home order and social distancing requirements.

The contamination and illegal dumping issues seem to have improved over the last year due to educational efforts and some police enforcement. District staff periodically visit the sites and audit the materials placed in the bins and have sent educational mailers to some problem communities. Host communities also educate and enforce when needed.

Another issue is blowing recyclables and/or litter. Wood County is very flat and windy. Some communities have repositioned their bins to protect them from the windy conditions by taking advantage of a wind break, such as a building, fence, or tree line. Additionally, to help address the wind issues, lid locks and zip-ties have been utilized on some bin lids. The District continues to work with host communities on bin placement. Some bins have been repositioned due to poor drainage, muddy conditions, and other similar site issues.

B. Residential Recycling Infrastructure Analysis Findings

Overall, the combination of residential curbside recycling programs and the large number of drop-off sites provide most District residents with convenient opportunities to recycle.

Curbside programs have changed since the last plan update. Due to increased costs, one community has discontinued its curbside program in its entirety, while two other communities have transitioned to subscription programs. District staff will continue to work with these communities to identify cost-effective recycling opportunities for their residents.

The District has implemented new residential drop-off recycling infrastructure since the last plan update. The county satellite monthly collection program has been discontinued and replaced with the District's 24/7 residential mixed drop-off program. The new program has been very successful. The District would like to develop an improved method for regularly monitoring the drop-off sites to evaluate capacity and contamination issues. The District plans to evaluate additional educational programs, new signage, and may consider surveillance cameras to help decrease contamination.

Evaluating performance data for both the drop-off and curbside programs has been challenging. The District is unable to gather performance data for individual drop-off sites. The Republic Services' truck route collects materials from several drop-off locations and

then transports the materials to the Republic Services transfer station where the entire load is weighed. Without individual site or specific program data, comparing program performance by program type with other Districts is not feasible. The District is working with limited information and will continue to seek solutions for the data collection problem.

Similarly, the District does not have comprehensive performance data for all district curbside programs. The City of Perrysburg regularly surveys Bowling Green, Perrysburg, Maumee, Sylvania, Oregon, and Toledo regarding their curbside recycling programs. The District could use this survey or similar tool to obtain curbside data from the other programs in the District.

The District will continue to evaluate whether the county's rural population and multi-family housing residents are adequately served.

Finally, the District has identified some locations that could benefit from new programs and/or additional infrastructure. Perrysburg Township may want to consider a curbside program due to housing and population growth. The northern part of the county may benefit from some drop-off sites to help supplement the curbside programs and provide more convenient recycling access to multi-family residents. The District will continue evaluating the necessity of these new programs.

2. Commercial/Institutional Sector Analysis

This section evaluates the commercial/institutional sector to determine if existing programs (offered either through the District or other entities) are adequate. The strengths and weaknesses of existing programs are also discussed.

The commercial/institution sector includes the following (non-exhaustive list):

- Commercial businesses
- Schools and universities
- Government agencies
- Office buildings
- Park systems
- Hospitals and nursing homes

A. Commercial/Institutional Sector Analysis Overview

Geographical Observations

The District has many commercial and institutional organizations located throughout the county. However, the populous northern part of the county has the most commercial business while the rural southern part of the county has more agriculture. The District is home to many educational institutions including Bowling Green State University, Owens Community College, Penta Career Center, Wood Lane School, and nine public school districts. There are four cities in the District, each of which has a downtown business corridor. Many of the villages also have a strong downtown business presence. The District

has various hospitals, nursing homes and medical clinics, including Wood County Hospital located in the City of Bowling Green and Mercy Health Hospital located in the City of Perrysburg. Wood County government is located in the county seat of Bowling Green and includes Wood County administrative offices and departments, the Common Pleas Courts, the Sheriff's Office, and the Wood County Jail.

Functionality Observations

i. Private Haulers/Private Recycling Opportunities

Commercial businesses can contract with local haulers for a variety of recycling services. The District will assist connecting commercial/institutional organizations with providers. Additionally, the Bowling Green Recycling Center will accept commercial/institutional recycling.

ii. Wood Lane Industries

For many years the District partnered with Wood Lane Industries (WLI) in making recycling collection available to schools, government offices, parks, detention centers, industries, nursing homes, assisted living facilities, churches, apartment complexes, manufacturers, and other organizations. WLI collected office paper, cardboard, steel, aluminum, plastic bottles, books, and some glass. The materials were delivered to the Bowling Green Recycling Center (BGRC). The BGRC paid WLI for the recyclables and the District provided WLI financial support. In reference year 2020, WLI abruptly discontinued the program and informed the District that the program was no longer feasible due to Covid-19 and increased costs.

Since the Covid-19 pandemic was on-going, offices and institutions had to quickly find their own recycling alternatives. Many of the businesses and offices responded by collecting and delivering their own materials to the BGRC, including the Wood County Courthouse and Administrative Offices Complex, the Wood County Senior Center, and the Historical Museum. Some schools developed in-house programs and others looked to find contracted haulers. Wood County government installed two drop-off boxes for the Wood County Sheriff's Office/Wood County Jail and the Wood County Department of Job and Family Services, which are serviced weekly by Republic Services. Several other government agencies contracted separately with Republic to have drop-off bins at their facilities, including Northwest Community Corrections Facility and the Wood County Health Department.

iii. Bowling Green State University

The District has had various partnerships with Bowling Green State University (BGSU) since the 1980s. BGSU receives funding from the District as part of the per capita incentive grant program. This funding is to be used to support on-campus recycling initiatives. Currently, comingled recyclables are collected campus wide. The campus also provides several unique recycling programs for students, faculty, and staff. One example is the "WYMO" (When You Move Out, Don't Throw It Out) event hosted at the end of the school year. This event collects clothing, food, electronics, books, cleaning supplies and other

unwanted materials as students are moving out. A composting program is also ongoing at one of the larger dining halls with materials being sent to Hirzel Farm's composting facility in Wood County. The District works in partnership with BGSU to create sustainable events in the City of Bowling Green such as the Black Swamp Arts Fest and BG Bash. Also, the District promotes recycling during BGSU's Earth Month events in April. Landfill tours and environmental presentations are provided to BGSU students annually.

iv. Special Events

The District currently owns eighty-five (85) ClearStream recycling containers. Prior to the Covid-19 pandemic, these containers were widely used throughout the county. The design of these containers encourages recycling of aluminum cans and plastic bottles with minimal contamination. The containers are loaned to the community or event coordinator to encourage recycling.

The District may consider attending various events throughout the county (e.g., farmers markets, fairs, festivals, parades) to encourage recycling and provide outreach materials.

v. District Assistance

The District provides waste audits to commercial businesses at no cost. Due to the Covid-19 pandemic, no audits were completed in reference year 2020. The District also provides assistance to businesses in finding recycling options and services, including directing them to information provided on the District's website.

vi. Commercial/Institutional Recycling Data

The District receives recycling data from "big box" stores through the Ohio Material Recovery Facility & Commercial Recycling Data survey. Additionally, some businesses and institutional organizations provide data through the Annual District Report survey. Since businesses are not required to provide recycling information, the District has no control over the number of entities that respond to a survey or the quality of the data it receives.

Beyond the survey results, the District is unable to determine which businesses or organizations are recycling. Some organizations are utilizing commercial providers, but due to the commingling of residential and commercial recycling during collection and processing, the District cannot calculate what percent of recycled materials are from commercial/institutional sources.

The District has attempted to obtain a comprehensive listing of commercial and industrial facilities with contact information from the Wood County Economic Development Office, the local Chamber of Commerce Offices, and BGSU to facilitate better communication. However, the District has found that no official directory exists, and existing lists are incomplete.

B. Commercial/Institutional Sector Analysis Findings

Most commercial businesses have access to recycling in the District. The District has a wide variety of private haulers and businesses that will accept recyclables from commercial/institutional organizations. BGRC is centrally located in the county and accepts recyclable materials from commercial and institutional facilities. The District also has two recycling providers that service large commercial/institutional accounts, Republic Services and Waste Management.

District staff will continue to provide waste audits at no cost to businesses. This service was underutilized due to the Covid-19 pandemic but will remain available during the planning period.

The discontinuation of the WLI recycling collection program affected many organizations. The WLI services were utilized extensively throughout the county. Some of these organizations have found transportation for their recyclables or have contracted with a commercial hauler, others have discontinued recycling.

Due to the Covid-19 pandemic, facilitating a new system or provider has been difficult. The District could consider surveying these businesses and organizations to see if any partnerships can be developed. For example, school districts may be able to establish an in-house drop-off program and collectively contract with a service provider. It is challenging that only two commercial recycling providers currently operate within the county. Rumpke Waste & Recycling has indicated interest in expanding its service area north, which would provide additional competition for these services.

Similar types of businesses may also want to pool resources to hire a contractor to collect and deliver their recyclables to BGRC. The businesses located in the downtown corridor of the City of Bowling Green do not produce the volume of recyclables to have an in-house program. However, the District could work with the City of Bowling Green and local businesses to evaluate a shared recycling program.

The District's partnership with BGSU is working well. BGSU has a robust recycling program. Identifying trends and opportunities with this transient population is challenging and the District relies on BGSU's expertise and in-house programs to serve these students. The District will continue to support BGSU with education, outreach, and per capita funding.

The District's staffing level is a limitation when considering the establishment of new programs and/or services for the commercial/institutional sector. The District employs one full-time employee to perform recycling outreach and education. The District has also experienced extensive staff turnover. Until new staff are in place and trained, evaluating and implementing new programs will be difficult.

3. Industrial Sector Analysis

This section evaluates the industrial sector to determine if existing programs (offered either through the SWMD or other entities) are adequate to serve that sector or if there are needs that are not being met.

A. Industrial Sector Analysis Overview

During reference year 2020, despite the effects of the COVID-19 pandemic, Wood County's economic base continued to grow. There were several announcements of new jobs and capital investments by private sector employers. Historically, most manufacturing in Wood County has involved either the production of food, automotive parts and sub-assemblies, or machinery. However, Wood County has seen a diversification of its industrial tax base over the last several years. Alternative energy manufacturing has become an important part of Wood County's economy. In 2021, First Solar broke ground on a \$600 million dollar expansion to its solar panel manufacturing facility in Lake Township. A new float-glass production facility owned by NSG North America that makes specialty glass for the solar panel industry went into production in Troy Township. Several large warehousing/distribution facilities were built, including Fed Ex, Walgreens, Home Depot Warehouse, UPS Distribution, and Amazon Fulfillment Center. As the economic climate currently stands, Wood County is poised to see more capital investment and job creation.

Table H-3 Top Ten Manufacturing Employers in Wood County (2022)²¹

Largest Manufacturing Employers	Employees
Amazon	4,000
Fed Ex	2,300
Magna International	2,200
First Solar	1,500
Home Depot	1,200
Walgreens	1,000
Chrysler	800
O-I Glass	700
NSG	550
Adient	500

Most industrial sector recycling programs are created in-house with on-site staff to manage their waste streams. Interaction with this sector is challenging because waste streams are specialized, and manufacturing processes are often proprietary. Collaboration amongst industries can also be difficult for the same reasons.

In reference year 2020, the amount of industrial waste reduced/recycled was 110,407 tons, all of which was reported through industrial surveys. The 2017 Plan projected this amount would be 95,510 tons, so actual industrial tonnage recycled was approximately 14% higher than predicted. Table H-4 below shows the projected vs. actual reported tonnage for the industrial sector. Wood County has historically reported very high

²¹ Personal Communication with Wade Gottschalk, Wood County Economic Development Office, March 17, 2022. Largest Manufacturing Employers, 2022.

industrial recycling rates. Most of the industrial waste reported is currently being reduced/recycled at rates of 94-96%, an increase of the projected 88-89%.

Table H-4 Industrial Waste – 2017 Projections Compared to Actual

Year	Reduced/ Recycled	Disposed (Landfill)	Total Generated	Population	% Industrial Waste Reduction	Industrial waste reduction per capita (ppd)
2017 Plan Projections						
2017	96,510	12,422	108,932	125,748	89%	4.2
2018	96,510	12,095	108,605	126,012	89%	4.2
2019	96,510	11,769	108,279	126,276	89%	4.2
2020	96,510	11,445	107,955	126,540	89%	4.2
Actual Reported Tonnage						
2017	123,282	5,608	128,890	130,437	96%	5.2
2018	109,533	6,937	116,469	130,441	94%	4.6
2019	127,694	6,854	134,548	130,817	95%	5.3
2020	110,407	7,122	117,529	130,870	94%	4.6
% Difference Between Projection and Actual						
2017	28%	-55%	18%	4%	8%	23%
2018	13%	-43%	7%	4%	6%	10%
2019	32%	-42%	24%	4%	6%	28%
2020	14%	-38%	9%	3%	5%	11%

The District will provide informational and technical assistance on recycling, reuse, and waste reduction to the industrial sector. Waste audits will be performed upon request and information is available on reducing, recycling and eliminating waste generation. In recent years, the District has not received requests for assistance with waste audits or industry recycling programs. The District also promotes the Ohio EPA Recycle Ohio Market Development Grant Program to the industrial sector. In 2019, the District served as the applicant organization and funding pass-through for Rosenboom Tool and Die. The grant provided funding to purchase a paperboard baler, diverting 30 tons of material from the landfill through a local recycling facility. In 2021, the District served as the applicant organization for a local business that processes plastic bottles and the application is pending.

To engage the industrial sector, District staff have been preparing the Annual District Report, rather outsourcing this task. As part of this process, the District must interact with the businesses to request certain recycling information. Staff are developing a master industry list with contact information. The District has adopted Ohio EPA's standardized survey, which provides an opportunity for the company to check a box requesting District assistance with recycling programs or waste reduction activities. In the past year, the District has seen an increase in dialogue with local companies and will keep working on developing these relationships over the planning period.

The District also plans to participate in the monthly economic development business roundtable luncheons held throughout the county. This will allow the District to network and provide updates on District activities and services.

B. Industrial Sector Analysis Findings

Existing in-house recycling and waste reduction programs are adequate to serve the industrial sector.

To meet the 2020 State Plan requirements, the District will (1) provide waste audits/assessments, (2) promote the Ohio Materials Marketplace regarding hard to recycle materials, and (3) provide assistance with identifying grants for developing or improving recycling.

District staff will be attending monthly economic development business roundtable luncheons and the District will continue working on maintaining and updating a master list of industries with contact information. Staff will work closely with the Wood County Economic Development Office and local chamber of commerce organizations to increase business awareness of the District's offerings (e.g., waste audits).

District staff could consider an annual awards program to recognize recycling and reduction efforts in local industries.

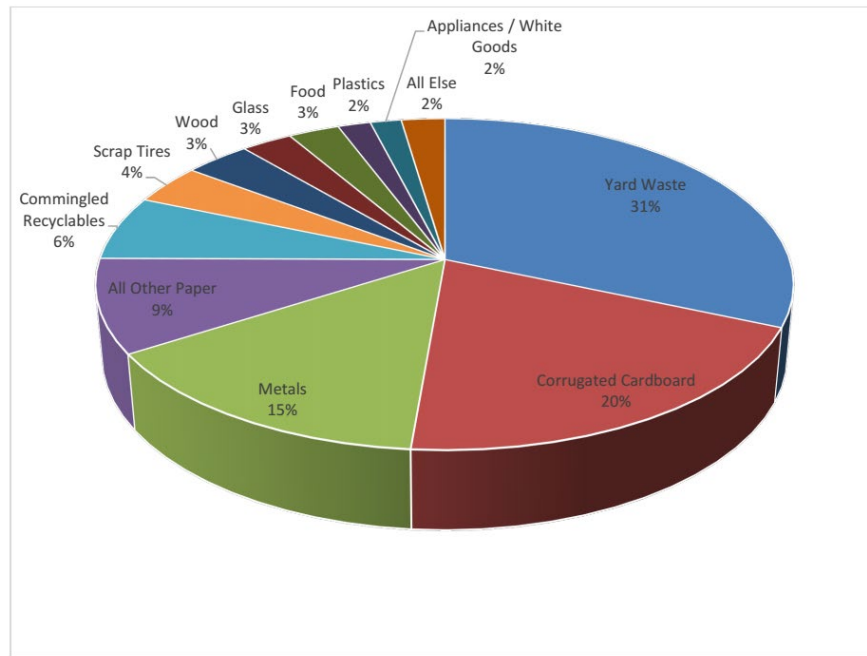
4. Residential/Commercial Waste Composition Analysis

This section evaluates the wastes that typically make up the largest portions of the residential/commercial waste stream and helps determine whether the District currently has or should have programs to address those wastes.

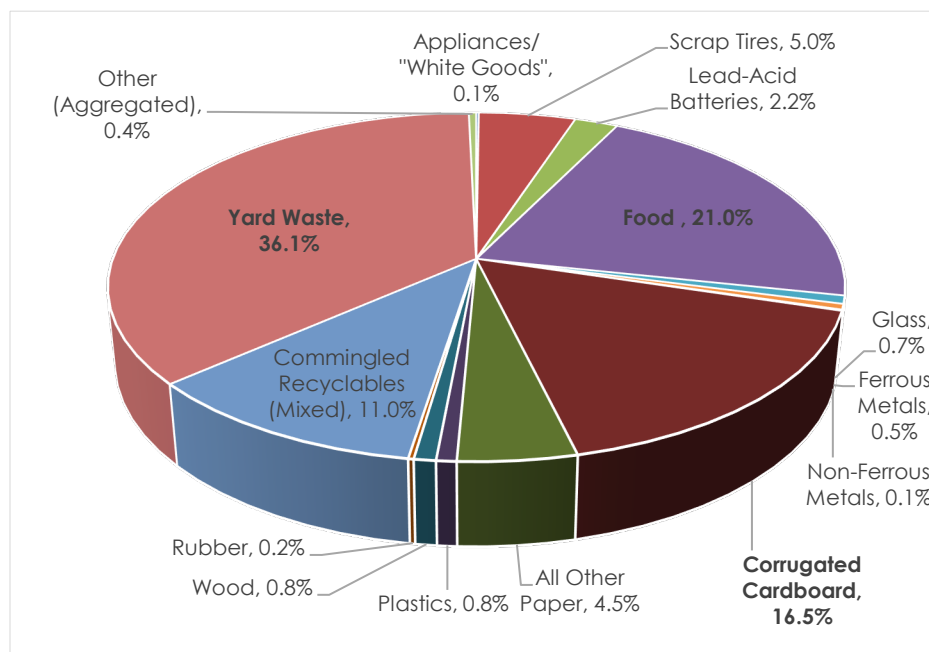
A. Residential/Commercial Waste Composition Analysis Overview

Overall, the predominant wastes diverted in the residential/commercial sector are yard waste, food waste, and fiber. Figures H-4 and H-5 compare statewide average and Wood County average material diverted, respectively. Compared to statewide percentages²², food makes up a higher-than-normal portion of Wood County's diverted waste stream. Metals are a smaller percentage of the total (0.6%) compared to the statewide average (15%). However, the District total for ferrous and non-ferrous only includes the Bowling Green Recycling Center (BGRC) as these materials are counted in the Commingled Recyclables category (11%) for the drop-off and curbside programs. Findings related to the three top waste streams generated are discussed below.

²² Division of Materials and Waste Management. December 2021 Guidance/Fact Sheet 1011 "2020 Reduction and Recycling Statistics"

Figure H-4 Residential/Commercial Material Recovery in Ohio ²¹

"All Else" consists of, textiles, used oil, lead-acid batteries, electronics, household hazardous waste, household batteries, rubber, and other misc. materials.

Figure H-5 Residential/Commercial Material Recovered in 2020 in Wood County

Yard Waste

In reference year 2020, commercial facilities diverted 14,848 tons of yard waste. The District has 10 Class IV composting facilities that accept yard waste (see Appendix B – Recycling Infrastructure Inventory). Woodville Road nursery accepts waste from

residential collections in addition to materials from their operations. Envirocare Lawn and Landscape and Henry Landscape all process materials from their operations but are not open to residents. Florallandscape and the City of Fostoria are not located within the District but have accepted yard waste from Wood County residents.

Most local governments also offer seasonal yard waste collections. Some communities land-apply yard waste (mostly leaves and grass). Brush is chipped and given to residents for mulch. Some of the more urban areas have contracted haulers to provide pick-up service or host curbside brush and leaf collection. Others have provided a drop-off area for their residents for grass, brush, and leaves.

The Wood County Landfill has a yard waste facility open to all District residents. Brush is ground into mulch and then sold to residents and leaves and grass are composted and used at the landfill. The landfill also accepts wood chips from public entities at no charge and regrinds this material into mulch.

A listing of available composting facilities is maintained on the District's website. The District provides educational materials and programming about managing yard waste. The District promotes Christmas tree recycling during the months of December and January through its "tree-cycling" advertisements, media blasts and on the District's website. Residents may also dispose of one Christmas tree at no charge at the Wood County Landfill. The trees are then chipped and recycled into mulch or used as temporary wildlife habitat by the local parks. Currently, over 20 locations accept Christmas trees.

The District formerly provided funds to local communities through the Capital Grant Program for woodchippers and leaf vacuums with the stipulation that the materials not be landfilled and that volumes be reported. Due to funding limitations, these grants were suspended. However, several communities are still using the equipment purchased by these grants and report the amounts diverted annually.

Food Waste

The U.S. Environmental Protection Agency (EPA) estimates that in 2018 alone, more than 63 million tons of food was wasted, and about 40% of that came from households. This estimate represents the single largest material in our everyday trash being sent to landfills and combustion facilities in the United States.²³ Wood County recycles a higher than normal amount of food waste (21%) compared to the Ohio average (3%).

Hirzel Farms operates a Class II composting facility in the District. It accepts waste materials from outside sources in addition to materials derived from the Hirzel Canning operations. This facility also accepts waste from the residential organics curbside collection recycling program in the Village of Luckey operated by N.A.T. Transportation Inc. Bowling Green State University diverts postconsumer food waste to Hirzel Farms along with several other businesses and organizations within Wood County.

²³ 2018 Wasted Food Report, EPA 530-R-20-004, November 2020, Office of Resource Conservation and Recovery

The District did not receive any food waste diversion data for reference year 2020. In 2019, Hirzel recorded 7,801.78 tons of composted food waste. The 2017 Plan projected Hirzel would divert 2,610 tons of yard/food waste in 2020 so actual diversion at this facility was nearly 200% higher than projected.

Programs for managing food waste that are open to the public are limited. In 2021, the City of Bowling Green established a residential Food Waste Drop-Off. The city contracted with GoZero on the project. All collected food waste is taken to Andre Farms in Wauseon, Ohio to be composted. The following food items are accepted: baked goods and pasta, beans and eggs, fats and sugars, fruits and vegetables, greasy pizza boxes, paper towels and napkins (unlined paper items), and raw/cooked meat, bones, and dairy. The program is limited to residential participation, but the city encourages businesses to contact GoZero directly for commercial services. The District will be working with the city to obtain data and information about this new program to share with other entities in the District.

GoZero also operates a subscription food waste drop-off program through Balance Pan-Asian Grille in the City of Perrysburg. Subscribers pay \$10/month for this service.

The District does not currently have diversion programs for large generators, such as food manufacturers, grocery stores, restaurants, etc. The District provides education and workshops for residents to learn how to reduce food waste and how to compost in the backyard.

Fiber

The Covid-19 pandemic significantly changed the purchasing methods of Americans over the last two years. People were buying groceries, clothes, cleaning products and other daily necessities on-line. Many of these items arrived on doorsteps in cardboard boxes. This trend is expected to continue during the planning period. Fortunately, used cardboard is a desirable commodity of the paper industry. According to Waste 360, entrepreneurs see opportunity in the Chinese ban on mixed paper imports. A new paper mill in Wapakoneta, Ohio is only one of almost two dozen expanded and new facilities that are being built in North America.

Corrugated cardboard recovered in commercial/residential sector was third to yard waste and food for the District.

Most large businesses and organizations have in-house recycling programs for paper and cardboard. For example, the Home Depot Warehouse in Troy Township has specialized equipment to sort, process and bale their cardboard. It is then transported and sold to a paper mill. Grocery stores and box stores have also developed their own management of fiber. Large generating box stores submit data to OEPA annually and there has been an increase in fiber recycling in reference year 2020.

Most office settings also recycle their paper materials. However, during the Covid-19 pandemic, Wood Lane Industries (WLI) discontinued collection of recyclables, which caused some disruption in recycling fiber. Many offices found private solutions or

transported the materials to BGRC. The Wood County Courthouse and Administrative office complex worked with the maintenance department and District to quickly find a solution. The District provided educational materials and purchased collection bins. The maintenance staff took on the role of separating the materials and transporting them to BGRC.

As for residential programs, the City of Perrysburg and Perrysburg Township have discontinued collection of large cardboard via drop-offs. The two locations were receiving an excessive amount of cardboard from both residents, businesses, and contractors. At the Perrysburg Township drop-off, contractors were filling the bins so fast with large bulky cardboard that residents could not recycle other materials. With demand increasing for fiber, the District may have an opportunity to collaborate with these local governments and private haulers to work towards a solution for cardboard.

B. Residential/Commercial Waste Composition Analysis Findings

Most of the diversion programs for yard, food and fiber offered in the 2017 Plan are still available. However, Perrysburg Township discontinued accepting cardboard and the City of Perrysburg also discontinued its cardboard drop-off. Both communities are directing residents/businesses to take large cardboard to the BGRC. City of Perrysburg residents can recycle small or broken-down cardboard through curbside recycling.

The District has adequate infrastructure for disposal of residential/commercial yard waste at the 12 registered composting facilities in the District.

In 2020, the District recycled food waste at a higher percentage than the state average. Additional programs for food waste diversion may be considered in the planning period. District staff will also evaluate the strengths/weaknesses of the City of Bowling Green's food diversion program.

The District has existing infrastructure and programs for cardboard and other fiber materials including the BGRC, curbside programs and most drop-off locations. The District will continue to evaluate programs that could help increase the amount of cardboard/fiber recycled (e.g., fiber only drop-off, private cardboard/paper collection services).

The District has discontinued providing grants to local communities for woodchippers and leaf vacuums due to financial constraints. If requests are made for this equipment during the planning period, the District can re-evaluate whether it is financially feasible.

Recovering corrugated cardboard boxes and mixed paper can be strengthened by the District through outreach and working with local governments to consider incorporating fiber-only drop-offs or transportation of materials to BGRC.

5. Economic Incentive Analysis

Goal 7 of the 2020 State Solid Waste Management Plan requires the District to explore how to incorporate economic incentives into source reduction and recycling programs. This analysis evaluates existing economic incentives and considers the feasibility of new programs.

Economic incentives are designed to encourage participation in recycling programs. Typical economic incentives include rebates, rewards, grants, volume-based fee structures, etc. The majority of SWMDs offering economic incentives in Ohio either tie the amount recycled to some sort of financial compensation or reduce the cost of recycling. The biggest limitation for implementing such programs in the District is funding.

A. Economic Incentive Analysis Overview

Per Capita Incentive Program

The District provides incentive funding to each local government that participates in a residential recycling program. The program is subject to availability of funds. Currently, the allocation is \$1.00 per person for communities participating in a residential drop-off program and \$1.50 per person for providing a curbside program. Bowling Green State University also receives a per capita payment of \$1.00 per on-campus student. The local governments are paid annually, and the population is based upon the most recent federal census. In return for receiving these funds, each local government must annually report the volume of materials recycled and diverted from the landfill. The District paid \$160,850.50 in per capita incentive payments to local governments in 2020.

Table H-5. Summary of Per Capita Grants in the Reference Year

2020 Per Capita Grants		
Local Government	Amount	Recycling Program
Bowling Green State University	\$5,481.00	Campus collection
Bloom Township	\$1,003.00	Drop-Off
Village of Bloomdale	\$678.00	Drop-Off
City of Bowling Green	\$45,042.00	Curbside
Village of Bradner	\$985.00	Drop-Off
Village of Custar	\$179.00	Drop-Off
Village of Cygnet	\$597.00	Drop-Off
Freedom Township	\$1,356.00	Drop-Off
Grand Rapids Township	\$642.00	Drop-Off
Village of Grand Rapids	\$965.00	Drop-Off
Village of Haskins	\$1,782.00	Curbside
Henry Township	\$743.00	Drop-Off
Village of Hoytville	\$303.00	Drop-Off
Jackson Township	\$489.00	Drop-Off
Village of Jerry City	\$427.00	Drop-Off
Lake Township	\$10,129.50	Curbside
Liberty Township	\$1,633.00	Drop-Off
Village of Luckey	\$1,012.00	Drop-Off
Milton Township	\$656.00	Drop-Off
Village of Millbury	\$1,800.00	Curbside
Village of Milton Center	\$144.00	Drop-Off
Montgomery Township	\$1,752.00	Drop-Off

2020 Per Capita Grants		
Local Government	Amount	Recycling Program
Village of North Baltimore	\$3,432.00	Drop-Off
City of Northwood	\$7,897.50	Curbside
Village of Pemberville	\$1,371.00	Drop-Off
Perry Township	\$1,431.00	Drop-Off
City of Perrysburg	\$30,934.50	Curbside
Perrysburg Township	\$12,512.00	Drop-Off
Portage Township	\$1,083.00	Drop-Off
Portage Village	\$438.00	Drop-Off
Village of Risingsun	\$606.00	Drop-Off
City of Rossford	\$9,439.50	Curbside
Village of Tontogany	\$367.00	Drop-Off
Troy Township	\$2,858.00	Drop-Off
Village of Walbridge	\$4,528.50	Curbside
Washington Township	\$1,474.00	Drop-Off
Village of Wayne	\$887.00	Drop-Off
Village of West Millgrove	\$174.00	Drop-Off
Webster Township	\$1,283.00	Drop-Off
Weston Township	\$746.00	Drop-Off
TOTAL	\$160,850.50	

This program was instrumental in establishing the 24/7 residential drop-off program. Local governments were incentivized to participate and encourage residents to recycle. Many of the local governments divert their funds to community groups to assist with site maintenance. The groups pick up litter, dispose of illegally dumped materials and report site issues to the District.

The per capita program has also been key in helping to retain several of the municipal curbside programs. In 2019, the District increased the payment for curbside programs from \$1.00 to \$1.50 per person to help offset increasing costs. Even with this incentive, one municipality discontinued curbside and two others have shifted their programs to subscription. The City of Northwood temporarily ceased all recycling services but is now subsidizing the cost of subscription service to encourage recycling.

The District intends to continue this program through the planning period. There are no plans to increase the per capita payments or implement a quantity-based incentive aspect to the program.

Glass Recycling Payment

To offset the cost of recycling glass and to incentivize Bowling Green Recycling Center (BGRC) to continue accepting glass, the District pays BGRC \$30 per ton for glass accepted at the facility.

Grants Program

The District formerly provided capital grants to local governments for equipment purchases, such as balers, woodchippers and leaf vacuums, to help divert these materials from landfills. This program was suspended due to financial constraints. The District also provided an Infrastructure/Cleanup Grant program, which was also suspended during the last planning period.

Pay-As-You-Throw Programs

The District is not aware of any communities with pay-as-you-throw (PAYT)/volume-based trash collection programs. The collection/hauling system in the District includes both public and private haulers of various sizes. District staff will provide assistance if an entity or individual expresses interest in volume and/or weight-based billing. The District will continue to research if any haulers are interested in establishing a PAYT program. If so, the District can provide information and a link to the hauler's site on the District website.

B. *Economic Incentive Analysis Findings*

The District's per capita incentive program has successfully encouraged local governments to participate in recycling programs. Due to financial constraints, it is not likely the District will increase the per capita funding amounts or develop further incentive-based programs.

The District does not plan on offering the Capital Grant Program or the Infrastructure/Cleanup Grant Program in the upcoming planning period. However, this could be re-evaluated in the future.

The District could explore whether any haulers or communities would be willing to consider a PAYT program.

6. *Restricted and Difficult to Manage Waste Streams Analysis*

Goal 6 of the 2020 State Plan requires SWMDs to provide strategies for managing scrap tires, yard waste, lead-acid batteries, household hazardous waste, and obsolete/end-of-life electronic devices. Although not required by the 2020 State Plan, the OEPA encourages Districts to provide programs for several other categories of difficult to manage wastes, including appliances, pharmaceuticals, batteries, and bulky items.

A. *Restricted and Difficult to Manage Waste Streams Analysis Overview*

The District's strategy concerning difficult to manage waste streams is to educate the public on alternative materials and best disposal practices. Wood County is fortunate to have many local businesses offering ongoing disposal and recycling programs for electronics, batteries, tires, chemicals, unused prescriptions, paint, and other materials.

Through a combination of annual special collection events and on-going private sector recycling opportunities, the District has solutions for most difficult to manage materials. The following programs are analyzed below: Household Hazardous Waste (HHW), scrap tires, lead-acid batteries, electronics, appliances, pharmaceuticals, and bulky items.

Household Hazardous Waste

Household hazardous waste (HHW) are materials that are generated in the home and if handled improperly could cause pollution and safety risks. HHW includes oil, gasoline, diesel and heating oil, kerosene, household batteries, pesticides, paint and paint thinners, mercury containing devices, light bulbs, and electronics.

The District does not have a permanent facility to manage household hazardous waste (HHW). The cost would be prohibitive given the amount of material that could be collected. The District also has no immediate plans to sponsor a special HHW collection event. Due to the cost, the District has historically been very cautious in this area. The District also has concerns that collecting materials, especially if done at no cost, encourages people to save up materials rather than changing purchase and use habits.

The District has conveniently located businesses and programs for most materials residents inquire about. The District is fortunate to have a hazardous waste processing facility located in the City of Bowling Green that accepts materials from residents on a walk-in basis. While the facility charges a per pound fee, it is a more affordable solution than a large-scale collection event or permanent facility. Additionally, residents have an immediate option for safe disposal, which minimizes the risks associated with storage of these types of materials.

The District maintains a current Household Recycling Guide, which lists all known locations, materials accepted, and business contact information for facilities that accept difficult to recycle items. Paper copies of this guide are distributed at events and displays, and an electronic version is available on the District's website. The City of Perrysburg also provides an A-Z Recycle and Disposal Guide for many difficult to manage items.

On occasion a resident will inquire about the District hosting a large-scale HHW collection event. Typically, these residents are looking for a "free" location to dispose of a particular type of material they have accumulated (e.g., tires, paint, etc.).

Scrap Tires

Scrap tires not properly disposed have the potential to end up in illegal dumps or on the side of the road, creating hazards to public health and the environment. The District's strategy for managing scrap tires is for residents to have affordable and legal options for tire disposal. In the previous planning period, the District held two tire collection events that were very popular with residents. Several tire dealers and other businesses accept scrap tires for recycling. The Wood County Landfill and Evergreen Recycling & Disposal Facility also accept scrap tires. Wood County Landfill charges a modest fee of \$4 for passenger tires, \$8 for truck tires and \$25 for tractor tires.

The Wood County Engineer's Office and Wood County townships perform an annual cleanup of local roadways. As part of this program, tires are collected from the road right-of-way or other public areas. The tires are taken to the Wood County Landfill and the cost of disposal is paid for by the District.

Additional special tire collection events could be considered for the upcoming planning period. The District will continue educating the public on proper tire disposal through brochures and the District website.

Lead-acid batteries

The ability to recycle lead acid batteries has existed for many years due to the value of the lead in the batteries. Almost all stores selling new batteries accept old batteries in exchange. Many scrap dealers also accept and pay for scrap batteries.

Wood County Landfill and Evergreen Recycling & Disposal Facility in compliance with Ohio law, do not accept lead acid batteries for disposal. The District publishes a list of businesses who will accept lead acid batteries for recycling on its website. All haulers have been notified that lead acid batteries are not accepted for disposal at landfills. The District collects lead-acid batteries at the Wood County Landfill for recycling. Collection containers are also located at private businesses in highly visible areas to the public.

Electronics

The City of Perrysburg partners with AIM Ecycling for recycling of electronics collected from the city's curbside program. This is a free service offered to all residents of Perrysburg. Perrysburg Township has partnered with Recycle I.T. USA and maintains a free drop-off site for electronics. Both services accept almost anything with a cord, including computers, printers, stereo equipment, microwaves, and small appliances. Televisions are not accepted at the site and must be taken to the Lucas County location for a fee. Several other private companies provide electronic recycling services, which are listed on the District's website.

Bowling Green State University and Way Library in Perrysburg, Ohio also recently sponsored electronics collection events.

The District does not currently sponsor any collection events for electronics. However, given the increase of electronics in daily life, it may be an event or program the District should consider for the future. The District will continue to promote electronic collection events through the planning period.

Appliances

The Wood County Landfill accepts both non-refrigeration units and refrigeration units for disposal and recycling. Non-refrigeration units, including hot water tanks, stoves, washers, and dryers. Refrigeration units, including freezers, refrigerators, and air conditioning units, are also accepted for an additional charge. The landfill contracts with a licensed contractor to properly evacuate the Freon.

The City of Perrysburg curbside recycling includes unlimited bulk pickup and free pickup of difficult to manage wastes such as appliances, carpet, and tires. The City of Bowling Green curbside recycling includes a limited number of pickups for select appliances,

carpet and other bulky items. The BGRC also accepts appliances. Most appliance stores and scrap metal facilities will also accept appliances for disposal and recycling.

Pharmaceuticals

The District has eight permanent prescription drug drop-off locations managed by local law enforcement agencies. The locations are listed on the District's website. Additionally, many private pharmacies (e.g., CVS) accept pharmaceuticals.

Bulky items

The Wood County Landfill accepts bulky items for a fee. The District does not offer any specific bulky item collections; however, several municipalities offer programs. For example, the City of Bowling Green offers two free large item collections per year and residents may dispose of up to five items. Private haulers also perform large item pick-ups. Haulers/services related to bulky items are posted on the District's website.

Car seat recycling

The District may want to consider partnering with a private service to provide an option for the recycling of child safety car seats. Most car seats are thrown away because they are hard to recycle, and car seats typically have a manufacturer expiration date of 6-8 years. Target has offered car seat collection programs that last for 1-2 weeks in the past. The District will also promote privately sponsored recycling programs/events during the planning period.

B. *Restricted and Difficult to Manage Waste Streams Analysis Findings*

Through a combination of special collection events and private sector programs, the District has identified disposal options for the most difficult to manage materials.

The District website lists the materials and the corresponding business or service that will collect or dispose of them. Many of the sites charge a disposal fee, which could be a barrier for some residents. The District website could include more education on why it is important to dispose of these products properly and where residents can buy alternative products.

The District may want to consider hosting another tire collection event as the last two events were very popular. Additionally, the District could evaluate whether an electronics recycling collection event would be valuable for the District. Residential use of electronics continues to increase, and some retailers suspended their free or low-cost electronics take-backs due to Covid-19 precautions.

The high cost of hosting a HHW collection event is a challenge for the District. A longer-term strategy may be to consider a regional partnership to share the cost of a HHW event (e.g., partnering with larger Lucas County or having several smaller districts combine resources). The District could seek to form a stakeholder group for the region and develop

strategies to share resources, and overcome challenges of transportation, low volume, and processing expense.

7. Diversion Analysis

Goal 2 of the 2020 State Plan challenges SWMDs to reduce and recycle 25 percent of the solid waste generated by the residential/commercial sector. Waste from the residential/commercial sector is essentially municipal solid waste. The State of Ohio measures diversion from landfills, not just recycling. Thus, composted yard waste contributes to achieving Goal 2 as does volume reduction achieved through incinerating solid waste. This section evaluates the quantities of waste reduced/recycled in the reference year and the four years prior.

A. Diversion Analysis Overview

Waste diversion is defined as the amount of waste recycled and the amount of waste diverted from entering the waste stream through source reduction activities. Waste diversion activities include waste minimization (also called source reduction), reuse, recycling, and composting. The diversion analysis reviews the diversion programs, infrastructure, rate and trends, and materials.

B. Residential/Commercial Waste Diversion

In the reference year, the District's residential/commercial sector achieved a 23% waste reduction and recycling rate (WR-R), which is just below the 25% requirement to achieve Goal 2 of the State Plan. This rate is also below the 2017 Plan projection of 32%. It appears the 2017 Plan underestimated the projected tons of waste disposed (landfilled) by nearly 30% and slightly overestimated the projected volume of materials recycled and composted. Population increase alone does not explain this difference, as the projected population was about 3-4% less than the actual population.

Although the District did not meet the 25% WR-R goal in 2020, the District did report significant diversion activities. The largest contributor to the District's diversion rate was composting facilities. In 2020, 20,130 tons were diverted in the 12 composting facilities located in the county (Table B-5). Other significant diversion programs were tire recycling, big box store recycling and the Bowling Green Recycling Center.

The recent increase of waste disposed in landfills has made the WR-R goal more difficult to attain. However, even with higher waste disposal, the District projects that WR-R rates will increase due to growing composting programs and continued recycling efforts. The District projects meeting the 25% recycling and reduction rate goal throughout the planning period.

Appendix K demonstrates the District's progress in meeting the residential/commercial reduction and recycling rate established in Goal 2 of the 2020 State Plan. Appendix E discusses the residential/commercial waste reduction and recycling data in greater detail.

Table H-6 compares the projected residential/commercial sector reduction and recycling rates and actual reduction/recycling rates from 2017-2020. Table H-7 compares the projected and actual tonnage for recycling, composting and landfill disposal from 2017-2020.

Table H-6 Comparison of Residential/Commercial Sector Reduction and Recycling Rates

Year	2017 Plan Projected Reduction and Recycling Rate	Actual Reduction and Recycling Rate
2017	32%	20%
2018	32%	24%
2019	32%	23%
2020	31%	23%

Table H-7 Comparison of Residential/Commercial Sector Factors Used to Calculate Reduction and Recycling Rates

Year	2017 Plan Projected Recycled ¹	Actual Recycled ²	2017 Plan Projected Composted ¹	Actual Composted ³	2017 Plan Projected Disposed (Landfill) ¹	Actual Disposed ⁴ (Landfill)
2017	18,352	17,190	20,741	12,254	84,269	119,382
2018	18,352	20,113	20,741	18,630	84,571	119,866
2019	18,352	17,018	20,741	18,349	84,874	120,241
2020	18,352	19,102	20,741	20,475	85,177	133,076

Notes:

1. From 2017 Approved Plan, Table VII-3
2. From Table E-7, includes total tons recycled with "Composting Facilities" subtracted.
3. From Table E-7, includes "Composting Facilities".
4. From Table D-5, total includes waste disposed in landfill (direct haul) and waste transferred

C. Industrial Waste Diversion

The Ohio EPA eliminated the industrial sector goal of reducing/recycling 66 percent of industrial solid waste in the 2020 State Plan. Historically, the District has had a very high industrial recycling rate (94% for reference year 2020). In compliance with new Goal 5, the District will incorporate a strategic initiative for the industrial sector into its solid waste management plan and make at least three programs, activities available to the industrial sector.

In the reference year, industrial waste reduced/recycled was 110,407 tons, all of which was reported through industrial surveys. The 2017 Plan projected this amount would be 95,510 tons, so actual industrial tonnage recycled was approximately 14% higher than predicted.

Table H-8 below shows the projected vs. actual reported tonnage for the industrial sector. The District has historically reported very high industrial recycling rates. Most of the industrial waste reported is currently being reduced/recycled at rates of 89-96%, an increase of the projected 88-89% from the 2017 Plan. This is attributable to both a lower actual disposal amount (landfill) and a higher reduced/recycling amount from 2017-2020.

Table H-8 Industrial Waste – Comparison of Current Plan Projections and Actual

Year	Reduced/ Recycled	Disposed (Landfill)	Total Generated	Population	% Industrial Waste Reduction	Industrial waste reduction per capita (ppd)
2017 Plan Projections						
2017	96,510	12,422	108,932	125,748	88.60%	4.2
2018	96,510	12,095	108,605	126,012	88.86%	4.2
2019	96,510	11,769	108,279	126,276	89.13%	4.2
2020	96,510	11,445	107,955	126,540	89.40%	4.2
Actual Reported Tonnage						
2017	123,282	5,608	128,890	130,437	96%	5.2
2018	109,533	13,873	123,406	130,441	89%	4.6
2019	127,694	9,389	137,083	130,817	93%	5.3
2020	110,407	7,122	117,529	131,156	94%	4.6
% Difference Between Projection and Actual						
2017	28%	-55%	18%	4%	8%	23%
2018	13%	15%	14%	4%	0%	10%
2019	32%	-20%	27%	4%	5%	27%
2020	14%	-38%	9%	4%	5%	10%

D. Diversion Analysis Findings

Overall, the District's current programs appear to be offering sufficient options to reduce/recycle. The 2017 Plan was perhaps overly optimistic when projecting a 31-32% WR-R, and despite the District's best efforts the actual rate was 20-24%. Data reporting plays a large factor in calculating this rate and the District will continue to strive to ensure thorough and accurate reporting of residential/commercial and industrial recycling and disposal.

Compared to the 2017 Plan, actual disposal tonnage was much higher in the residential/commercial sector, a theme which has been seen throughout the state and country. The waste stream in the District does not appear to be significantly different compared to those reported by U.S. EPA for the country. No specific commercial businesses could be identified that might account for the difference between the 2017 Plan projections and actual disposal tonnage.

8. Special Program Needs Analysis

Ohio Revised Code 3734.57(G) gives SWMDs the authority to fund several activities that are not related to achieving the goals of the state's solid waste management plan. Additionally, there are other programs that SWMDs fund that are not addressed in either the state plan or law. This analysis evaluates the performance and status of these activities and programs and their value to the SWMD.

A. Special Program Needs Analysis Overview

County Engineer's Office/Township Road Cleanup Program

During the spring of each year, the District hosts a cleanup event where township trustees and the County Engineer's Office collect roadside solid waste and tires for disposal at the Wood County Landfill free of charge. Over the years, the cleanup time would extend over several months. The District now provides the program for 4-6 weeks in the spring. The shortened timeframe has not reduced participation. The program is a benefit to the community.

Open Dumping and Litter Enforcement

In the past, the District provided funding to the Wood County Sheriff's Office for two full-time deputies to provide litter law enforcement and oversee a crew of non-violent inmates to pick up litter from public areas. This program was discontinued several years ago due to budgetary concerns. Recently, the Wood County Sheriff approached the District about a similar program that would involve a collaboration between the Sheriff's Office, Ohio Department of Transportation, the Wood County Engineer's Office, and the District. Each party would help financially support the program and the Sheriff's Office would use a crew of inmates to assist. Program discussions were put on hold during the Covid-19 pandemic but could be revived as programs and activities continue to be reinstated.

Great American Cleanup Program

Since 1985, the City of Perrysburg has participated in the Great America Cleanup program. Over 200 volunteers clean up litter from the city's parks and landscape areas. The city pays for all costs associated with the program.

Disaster and Debris Management

The District works with the Wood County Emergency Management Agency (EMA) regarding Disaster Debris Management. In the past, the District has provided assistance by allowing local governments affected by a disaster to bring brush, tree limbs, and solid waste to the Wood County Landfill. Financial support is dependent upon availability of funds.

Miscellaneous

The District may also provide financial support to the Wood County Landfill for waste reduction and recycling services necessary for plan implementation. Due to financial constraints, the Infrastructure/Clean-Up Grant program was suspended, but could be re-evaluated if sufficient funds were available. The District formally paid for some groundwater monitoring at the Wood County Landfill but has since discontinued that funding due to the Wood County Landfill having adequate funds to cover the expense. The District provides annual funding for the Wood County Landfill's closure/post-closure

care fund. The District and the Landfill share this expense and the amount of funding is adjusted based on year-end finances.

B. Special Program Needs Analysis Findings

The District could evaluate whether the Wood County Sheriff's proposed litter collection program is feasible. Due to the possibility of multiple entities financially participating, it may be an affordable option for the District.

The County Engineer's Office/Township spring roadway cleanup program is well-received and provides the community a valuable service at a minimal cost.

The District will continue to provide annual funding for the Wood County Landfill's closure/post-closure care fund. The amount of funding will be based on year-end finances. Currently, the Wood County landfill can pay all groundwater monitoring costs.

The District does not foresee taking on any other new special programs. The District prefers to place an emphasis on expanding participation in residential recycling through drop-off and curbside recycling collection programs.

9. Financial Analysis

This section will evaluate the District's current financial position and assess the financial requirements and revenue sources for the upcoming planning period. The District is primarily funded through revenues from disposal fees and designation contract fees.

A. Financial Analysis Overview

Overall, the financial picture for the District since the 2017 Plan has remained stable. The District has experienced a decrease in revenue over recent years, due in part to a decrease in out-of-district tonnage at Evergreen Recycling & Disposal Facility. In response, the District adjusted expenditures in several areas. The Covid-19 pandemic caused some financial uncertainty in early 2020. However, trash removal services continued throughout the pandemic and District revenue was not impacted. The Wood County Landfill public drop-off area was closed for a short period of time, but most residents used a private hauler or deferred their disposal until the drop-off reopened.

During the planning period, the District will renew the designation facility agreements for five years as well as include a five-year renewal option. If funding permits, the District may consider reinstatement of some of the grant programs that have been suspended.

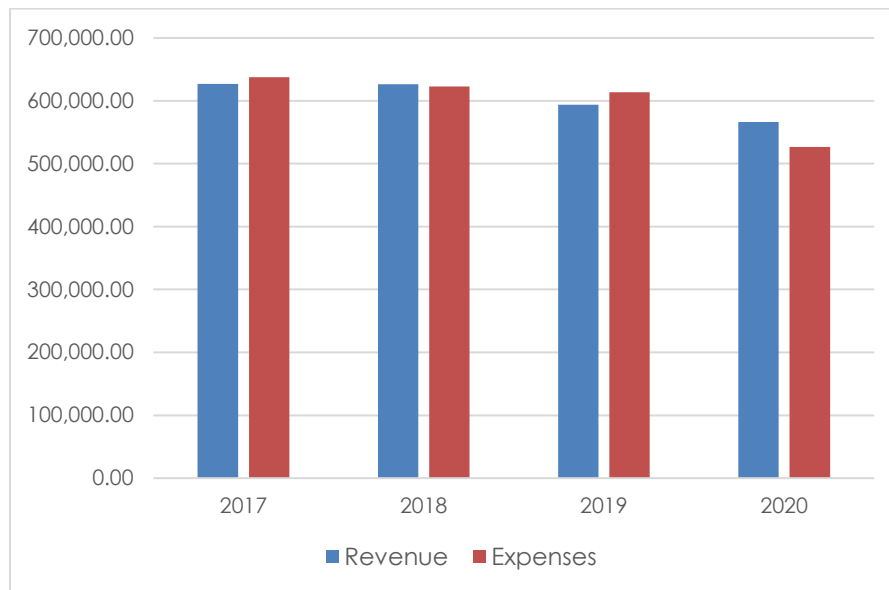
Figure H-6 Annual Revenue and Expenditures (\$)

Figure H-6 compares total annual revenue and total annual expenses for the District from 2017 – 2020. Expenditures were slightly lower in 2020 due to less programming and events during the Covid-19 pandemic, a re-assignment of staff to other programs during the shut-down period and less expenditures for the Wood County Landfill.

Revenue

i. Disposal Fees (ORC Section 3734.57(B))

The largest source of revenue for the District is disposal fees. Disposal fees are collected on each ton of solid waste disposed at landfills in the District. The District's disposal fees are currently \$2.00 per ton in-district, \$4.00 per ton out-of-district and \$2.00 per ton out-of-state. In 2020, the District collected \$471,529 in disposal fees. The present structure has worked well and has provided sufficient revenue to implement the currently approved plan.

Disposal fees are collected at the Wood County Landfill and Evergreen Recycling & Disposal Facility. The 2020 Ohio Facility Data Report Tables indicates that the Wood County Landfill has three years of capacity remaining and Evergreen Recycling & Disposal Facility has 36 years of capacity remaining based on waste accepted as of December 31, 2020. The Wood County Landfill is currently planning a large expansion project that will increase available capacity for over 100 years based on current disposal volume.

Presently, tonnage at both in-district landfills remain high, which increases revenue to the District. However, Evergreen Landfill tonnage has dramatically fluctuated over the years. As a result, the District takes a conservative approach to setting the budget and estimating revenues.

Actual disposal fees from 2016 - 2020 were lower than plan projections and decreased over the years. Due to this trend, in 2023, the District projects a 3% increase in in-district disposal fees, 7% decrease in out-of-district disposal fees and a 9% decrease in out-of-state disposal fees. The District will apply the increase/decrease for each fee category for the first six years of the planning period with the remaining years held constant, as shown in Table 6-1 in Chapter 6.

ii. Generation Fees (ORC Section 3734.573)

The District does not currently have a generation fee; however, the District reserves the right to do so during the planning period if needed.

iii. Designation Agreements

The District implemented a designation contract fee of \$2.00 per ton for municipal solid waste on October 1, 2011. In 2020, the District collected \$71,100 in designation contract fees. The designation agreements were renewed in 2016 and 2021. These agreements ensure that all municipal solid waste generated in Wood County, whether disposed within or outside the County, support state-mandated programs and the solid waste management plan. The fees allow for a more equal playing field among generators, haulers, and facilities, and assist the District in maintaining sufficient revenue for its programs. The District currently has designation agreements with 13 facilities.

The 2017 Plan projected designation fees being held constant at \$75,000 for the planning period. The District received varying amounts, from \$71,068 to \$79,005, with an annual average increase of 2% over 2016-2020. Thus, the District projects a 2% annual increase in designation fees for the first six years of the planning period with the remaining years held constant.

Expenditures

Cost estimates for the District to implement the programs and/or activities described throughout the plan are provided in Chapter 6. Expenditures for the District have remained fairly consistent over the last several years. The largest expenses for the District are (1) per capita incentive payments to local governments, (2) Republic Services contract for the District's 24/7 residential drop-off program, and (3) administration/personnel costs.

In the 2017 Plan, the District projected a 2020 budget of \$753,531. Actual budget expenditures for 2020 were \$526,737. This higher budget corresponds with the 2017 Plan's higher projection for disposal fee revenue.

The District made several program adjustments due to the decreasing revenue trend. The Infrastructure Cleanup Grants Program and the Capital Grants Program were both suspended. The District shifted groundwater monitoring costs and some of the closure/post-closure care costs to the Wood County Landfill, which currently has sufficient

funds for these items. Additionally, the Wood County Landfill is reimbursing 25% of the salary of office personnel for accounts payable services provided to the landfill.

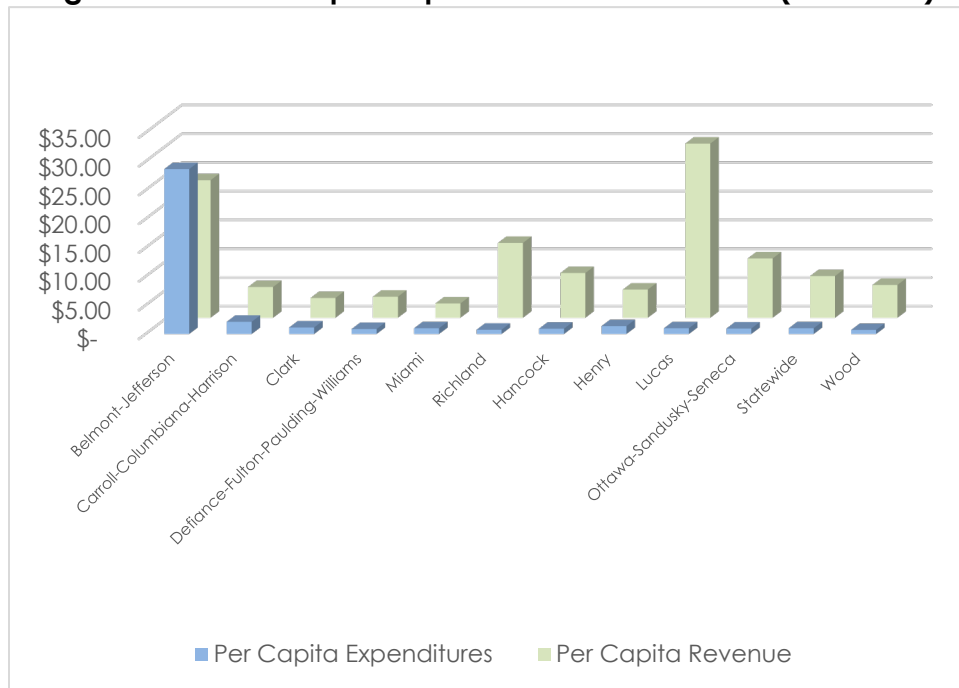
An upcoming financial concern is the cost of the District's 24/7 residential drop-off program. Wood County has a five-year contract with Republic Services for the collection, transportation, and processing of drop-off recyclables. The District will be seeking competitive proposals for this program in the planning period. Presently, only two commercial haulers are available in the area to service this type of account, but the District has been contacted by Rumpke about expanding services north. The District may want to consider some type of revenue sharing arrangement under the next contract. The new drop-off program was not contemplated in the 2017 Plan and the cost has exceeded the former mobile satellite collection program. However, the new drop-off program has collected significantly more recyclables.

The District intends to maintain the per capita incentive program, subject to availability of funds. The per capita payments to local governments for curbside programs was increased from \$1.00 per person to \$1.50 per person in 2019.

Fund Balance

The District strives to maintain at least one year's budget in reserve to cover any unexpected expenditures or sudden loss of revenue. In 2020, the District had an unexpended cash balance of \$746,335. The projection in the 2017 Plan for the 2020 carryover balance was \$942,989. If the fund balance accumulates an excess over the planning period, other permissive programs could be evaluated.

Figure H-7 shows a comparison of the per capita expenditures and revenue in Districts with similar population or geography compared to Wood County. Data originates from the Ohio EPA Solid Waste Management District Fee Summary: 2020. Table D. Revenues and Expenditures Report.

Figure H-7 Per Capita Expenditures and Revenue (2020 ADR)

The statewide average per capita expenditure in 2020 was \$7.24/person while the statewide average per capita revenue in 2020 was \$1.00/person. Wood County's rates, \$5.70/person and \$0.71/person, respectively, were slightly lower than the average. Other than Belmont-Jefferson County, expenditures in counties of similar population and geography were near the statewide average of \$1.00/person. Per capita revenue was much more variable and could be attributable to a variety of factors including disposal fees, grants, and other income.

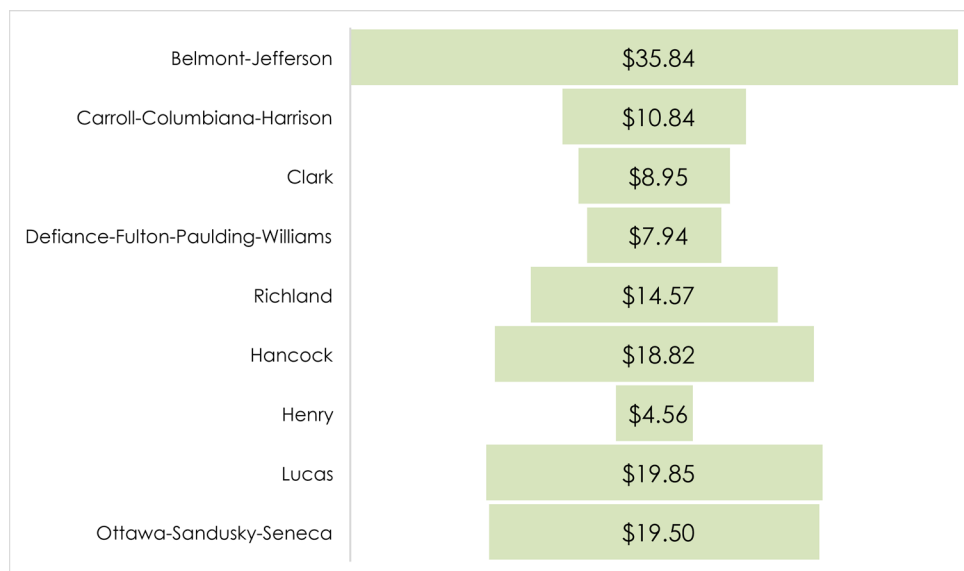
Figure H-8 Comparison of Per Capita Fund Balance

Figure H-8 shows the per capita fund balance in counties of similar population and/or geography along with the statewide average. Wood County's per capita balance (\$5.70/person) is below the state average (\$8.99/person).

Table H-9 shows a comparison of the fee structures for SWMDs of similar geography and/or population. Note that no other sources of revenue were listed for Wood County in Ohio EPA's 2021 fee structure summary; other revenue includes surplus auction and salary reimbursement, as discussed in Appendix O.²⁴ Wood County's tiered disposal fee structure and contract fee is similar to, if not higher, than comparable counties. The predominant difference in revenue per capita appears to be originating from other counties additional sources of revenue (e.g., interest, recycling revenue, grants, donations).

Table H-9 Comparison of Various SWMD Fee Structures

County	Tiered Disposal Fee (in-district/out-of-district/out-of-state) (\$ per ton)	Generation Fee (\$ per ton)	Contract Fee [ORC 343] (\$ per ton)	Other Sources of Revenue	Per Capita Revenue
Belmont-Jefferson	1.00/2.00/1.00		0.50 for out-of-state waste disposed at Apex Sanitary Landfill	I,RC,RR	\$ 23.91
Carroll-Columbiana-Harrison	1.00/2.00/1.00 (No LF)		3.50 for designated facilities	G,RR	\$ 5.34
Clark	2.00/2.00/2.00 (No LF)	8.50		D,G,I,RR,UF	\$ 3.44
Defiance-Fulton-Paulding-Williams	1.00/2.00/1.00		1.00 for out-of-state waste 2.00 for in-district waste	I	\$ 3.66
Miami				TF,RR	\$ 2.48
Richland		7.50	1.00 for out-of-district waste received at Noble Road landfill 2.00 for out-of-state waste received at Noble Road landfill	RR,TF,UF	\$ 13.00
Hancock	1.50/3.00/1.50	1.50		RR	\$ 7.77
Henry			6.00 for designated facilities	D,G,RR	\$ 4.89
Lucas		2.20	3.00 for designated facilities	G,R,RC,RR,UF	\$ 30.27
Ottawa-Sandusky-Seneca	1.50/3.00/1.50		1.50 for designated out-of-district disposal facilities 0.50 for out-of-state waste disposed at the Sunny Farms Landfills	D,I,R,RR	\$ 10.30
Wood	2.00/4.00/2.00		2.00 for designated facilities		\$ 5.70

Key: C – Contracts I – Interest RR – Recycling Revenue CC – County Contributions No LF – No Landfill RC – Rates and Charges D – Donation P – Projects TF – MRF or Transfer Facility Tipping Fees FP – Fee Penalty PA – Planning Assessment UF – User Fee G – Grants R – Reimbursement

²⁴ https://epa.ohio.gov/static/Portals/34/document/general/swmd_fee_structure.pdf

B. Financial Analysis Findings

Overall, the District's financial condition is stable and sufficient to implement the requirements of this plan. The District's primary objective is to ensure funding of required State Plan programs and to support permissive programs as funds permit.

The disposal fee structure is anticipated to generate sufficient revenue. The designation fee agreements will be renewed during the planning period.

The District has experienced a decrease in revenue over recent years, largely due to a decrease in tonnage at Evergreen Recycling & Disposal Facility. The District has adjusted its estimated revenues and proposed budget in response to the decrease.

The District will be seeking competitive proposals for the 24/7 residential drop-off recycling program collection, transportation, and processing contract. The District may want to explore a revenue sharing arrangement under the new contract.

The lower budget in this plan is a projection and not a cap on spending. The District expects expenditures and program funding to vary annually based on revenue, and program priorities.

10. Regional Analysis

The purpose of the regional analysis is to consider regional opportunities for collaboration and partnerships and to consider how the District's decisions may impact other stakeholders in the region.

A. Regional Analysis Overview

The Wood County Solid Waste Management District is bordered by Lucas County to the north, the multi-county Ottawa-Sandusky-Seneca Solid Waste Management District to the east, Hancock County to the south and Henry County and Putnam County to the west. Lucas County SWMD is the only metropolitan area bordering the District.

The District has participated in several collaborative events during the last planning period. Statewide District educator's workshops were held monthly in 2020 to share education and outreach ideas, including how to promote recycling programs and provide presentations virtually. Sharing information about virtual presentation programs was particularly helpful given the cancellation of in-person events during the Covid-19 pandemic. District staff actively participated and led many of these meetings. The District also participated in Ottawa-Sandusky-Seneca (OSS) District's Educator Workshop and the OSS Sharing Day at which local SWMD Coordinators exchanged new education ideas.

The District realizes that decisions made by one district may impact other districts. Thus, the District regularly communicates with surrounding solid waste management districts,

including Hancock County, Lucas County, and OSS regarding regional issues, policy decisions and programs/events for residents. The District has less communication with Henry and Putnam County.

The District stays informed of neighboring SWMD's activities so it can help direct individuals to regional recycling opportunities outside of Wood County, e.g., special recycling events at the Toledo Zoo, commercial/industrial facilities available in Lucas County, and Styrofoam recycling in Hancock County.

Wood County and neighboring districts have some common challenges. For example, Wood County, Lucas County and OSS all use the same recycling provider and have struggled with overall contamination rates and keeping plastic bags, Styrofoam, and tangles from entering the mixed recycling stream. Educating consumers with a consistent message would be valuable. Hosting large special household hazardous waste (HHW) collection events are also a challenge for most of the smaller bordering districts. There may be opportunities to collaborate and/or partner in these areas.

A regional contamination audit at the Republic Services transfer station in Toledo was planned for early 2020 but was cancelled due to the Covid-19 pandemic. The Recycling Coordinator for Republic was going to flag haulers from the different jurisdictions and collect samples. A visual audit of 100-200 pounds would be hand-sampled. The waste audit would help each community target specific contaminants in education and outreach programs. The District will pursue re-scheduling this event once the facility is re-opened to the public.

The District has recently experienced extensive staff turnover, which has made partnership development and collaboration challenging. After new staff are in place and trained, efforts will be made to network and continue developing existing relationships with neighboring districts and stakeholders.

B. Regional Analysis Findings

The District is committed to regional collaboration and increasing communications with District stakeholders. Due to Covid-19 and staffing changes, this is an area that was not fully developed during the last planning period. The District believes there are opportunities for regional and in/district collaboration, including:

- The District could consider convening a quarterly meeting of the coordinators and educators from adjacent solid waste management districts to discuss regional opportunities, impacts, and resources.
- The District could consider hosting a quarterly meeting for the local governments offering curbside programs to discuss challenges/successes and compare data.
- The District plans to continue collaborating and sharing educational materials and programs with other SWMDs. The District could also explore the possibility of sharing additional staff for specific purposes, such as outreach/education or data collection.

- The District could evaluate a regional partnership to share the cost of a HHW collection event.

11. Data Collection Analysis

This section will evaluate the District's current data collection efforts and identify ways the District can improve its data.

A. Data Collection Overview

Ohio classifies waste into three sectors: residential, commercial, and industrial. The District's data collection process is described below.

Residential

Annually in January, the District sends an initial memo by US mail to all local governments asking them to watch for a survey from the District that they will receive in the next 30 days. The memo explains that the information is for the District's OEPPA Annual District Report (ADR).

In mid-February, the District sends a cover letter and the survey by US mail to all local governments. The cover letter requests the information back by March 31 and indicates that late or incomplete responses could affect the local government's per capita residential recycling payment. The survey is one page long and requests the following information: disposal landfill used, service provider, tons of waste collected, curbside recycling provider, pounds of materials recycled, tons of yard waste diverted (leaves, grass, brush) and where the material is taken, and number of tires collected. The local governments obtain their data from their service provider.

If the community participates in the District's drop-off program, it does not report any pounds of recyclables as Republic Services provides that information directly to the District.

The local governments timely submit their survey responses, and the District seldom has to perform any follow-up.

The District uses Ohio EPA's annually published data when calculating residential recycling performance in conjunction with the residential data collection activities described above: Material Recovery Facility, Compost Facility Data Report, Facility Data Reports (Waste Disposal Data), Solid Waste Imports and Exports, and Scrap Tire Data Report. The District has not experienced any issues with this OEPA data. This data is obtained from Ohio EPA's website.

The District checks for double counting by comparing OEPA data and District-collected data from communities. Generally, the residential sector recycling data collected is complete and accurate. All major sources of recycling tonnage are captured by the

District's current data collection activities. If there are gaps in data, the District estimates they are negligible amounts.

Commercial

The District uses two sources for gathering data from commercial sources: generator surveys and Ohio EPA.

Annually in February, the District sends a cover letter by email with an attached survey to targeted commercial sector generators to obtain recycling data. The list of recipients for the survey is developed based on the prior year's commercial sources list. A reminder email is sent in March. There was a total of 53 commercial sector responses from 2017-2020 obtained through paper or scanned in survey methods.

To collect reference year data, the District used a template created by OEPA. Examples of the most up-to-date survey materials are available in Appendix R.

Again, the District uses OEPA's annually published data when calculating residential recycling performance in conjunction with the residential data collection activities described above: Material Recovery Facility and Commercial Recycling Data, Facility Data Reports (Waste Disposal Data), Solid Waste Imports and Exports, and Scrap Tire Data Report. This data is obtained from Ohio EPA's website.

A more comprehensive list of commercial contacts is needed, which would provide improvement in commercial data collection. Overall, the survey has a high response rate given the low number of businesses surveyed. Based on a review of other district plans, sources such as Reference USA, chamber of commerce organizations, and news articles related to new businesses could be used each year to supplement the existing commercial business list.

Table H-10 Commercial Sector Survey Response Rates

Year	Total Surveys Mailed	Total Responses Received	Average Response Rate
2017	26	16	62%
2018	20	8	40%
2019	28	15	54%
2020	28	14	50%

The potential for double-counting materials is addressed by comparing responses from generators with processors, haulers, and material recovery facilities. Double counting is also prevented by eliminating materials sent to Hirzel Farms and BGRC, which submit their reports to both Ohio EPA and the District.

The Recycling Outreach Coordinator is responsible for collecting survey results and compiling the ADR. Since 2017, this position has been held by three different people, with the position vacant for part of 2021/2022. As a result, maintaining a continuity of data evaluation and identifying areas for improvement has been challenging.

Industrial

The District uses two sources for gathering data from industrial sources: generator surveys and Ohio EPA.

Under the 2020 State Solid Waste Management Plan, there is no requirement for districts to report industrial data on the ADR. The District has elected to continue requesting information from the industrial sector. The District emails a survey to targeted industrial sector generators requesting their recycling data for the year. The industrial sector survey is conducted using the same methodology as the commercial sector survey described above. Similar to the commercial data, the industrial data is very incomplete. From 2017 to 2020, the average response rate was 33%. Response rates varied each year.

Table H-11 Industrial Sector Survey Response Rates

Year	Total Surveys Mailed	Total Responses Received	Average Response Rate
2017	84	48	57%
2018	68	51	75%
2019	88	42	48%
2020	87	29	33%

B. Data Collection Findings

The District is confident that the residential sector recycling data is substantially complete and accurate. The District has much more difficulty obtaining data from the commercial and industrial sectors.

The OEPA data is helpful but does not provide a full picture of the commercial sector. Additionally, the District knows of several new manufacturing facilities and warehouses that likely have large volumes of recyclable material. The District has repeatedly reached out to these facilities, using specific contact information, and has received no responses.

A comprehensive directory of commercial and industrial facilities would be helpful. Because reporting is voluntary, there is no recourse for the District if a facility does not respond. Given the District's limited staff, it could be beneficial to obtain assistance from BGSU or other organization to help develop a comprehensive directory of commercial and industrial businesses located in Wood County.

12. Education/Outreach Analysis

This section evaluates the District's existing education, outreach, and technical assistance efforts, which are described in detail in Appendix L.

Goals 3 and 4 of the 2020 State Solid Waste Management Plan set forth specific requirements for SWMD education and outreach programs. Goal 3 requires that the SWMD provide at a minimum the following:

- A website,

- A comprehensive resource guide that includes a compilation of reduction and recycling opportunities for specific materials,
- An inventory of current available solid waste recycling opportunities and management infrastructure within the District, and
- A person who can function as a speaker or presenter when needed.

Goal 4 requires that the SWMD plan include an outreach and marketing plan that establishes the solid waste management district's strategy for providing education, outreach, marketing, and technical assistance regarding reduction, recycling, composting, reuse, and other alternative waste management methods to identified target audiences using best practices.

Goal 4 also requires that the District target the following five audiences: (1) residents, including single and multi-family units, (2) schools, (3) institutions and commercial businesses, (4) industries, and (5) communities and elected officials.

A. Education/Outreach Analysis Overview

The District's education and outreach efforts are diverse and are tailored for the audience. Since the District only employs one full-time employee for education and outreach services, the District must prioritize its efforts and have resources available for use by others.

The District maintains a website that includes a comprehensive listing of recycling opportunities for specific materials and an inventory of solid waste recycling opportunities/infrastructure. The website is frequently updated to include events and activities. It provides links to other jurisdictions that provide programs and services for recycling. See www.recyclewoodcounty.org. The website also lists contact information for the Recycling Outreach Coordinator.

Given the level of recycling infrastructure throughout Wood County (curbside, county-wide drop-off program, and the BGRC), the District is generally providing awareness education to a target audience that has access to recycling. Thus, programs can be more specific to the type of recycling available in the community.

The District has not implemented a tool to measure results or effectiveness of its education and outreach program. However, even without additional feedback or data, staff promotion of the drop-off recycling program was successful simply by the volume of materials collected. In 2020, the new drop-off program recycled over 800% more materials than the amount collected in 2017 under the mobile satellite program.

Education/outreach for the 24/7 drop-off program has now shifted from marketing the availability of the program, to focusing on contamination and changing user behavior when recycling.

The District's existing educational and outreach activities are summarized below:

Residents

- The District promotes residential recycling information on the SWMD website and during outreach events.
- The District has prepared and distributed flyers and brochures on a variety of topics to educate the public about recycling, waste management, waste reduction, yard waste and composting, and HHW management.
- The District regularly fields phone calls from residents regarding instructions for proper disposal of specific materials.
- Recycling events are promoted on the District website, e.g., Personal Shredding Event.
- Since residential recycling programs vary, District staff often re-direct residents to the municipality or township in which they live for specific recycling or program questions.
- Referrals are often made to the City of Bowling Green and the City of Perrysburg as they both have sustainability coordinators who manage the city's curbside program and other localized programs.
- The District sends direct mailers to residents in a jurisdiction dealing with contamination and/or illegal dumping issues.
- The District monitors local Facebook and other social media pages to keep informed on local issues. On occasion, the Recycling Outreach Coordinator will provide a "message" to send to residents regarding a drop-off site or specific program through a local official to post on the community's social media site.
- The Recycling Outreach Coordinator provides periodic updates on a local radio show to promote the new 24/7 drop-off program.
- The District provides a quarterly electronic newsletter called "WOOD you recycle?" with information about services, programs, and recent activities.

Schools

- In reference year 2020, the Recycling Outreach Coordinator created/updated educational presentations for grades k-12. They are now curriculum-based presentations for each grade that meet appropriate educational standards.
- The Educational Presentation Guide is shared with teachers, principals, and superintendents before each semester to promote presentations and provide opportunities for teachers to schedule a program.
- The District offers Loan Boxes for the following programs: Edible Landfills, Litter Playground, Fred the Fish and Newspaper Pots.
- The District has a lending library, which includes books and DVDs relating to various waste reduction and recycling topics.
- Windows on Waste (WOW) curriculum is available for loan. WOW is an elementary, interdisciplinary, environmental studies activity guidebook published by the Ohio Department of Natural Resources, Division of Recycling & Litter Prevention to help educators teach students about solid waste and environmental issues.
- Recycling tours were discontinued in reference year 2020 due to BGRC shutting down processing center. Tours were temporarily suspended at landfill due to Covid-19 pandemic and social distancing concerns.
- The Recycling Outreach Coordinator worked with BGSU during Earth Month. In 2020, they collaborated to provide a virtual tour of the BGRC that explained the recycling process.

- A variety of virtual presentations were created and uploaded to YouTube:
 - Lid-lock Tutorial (28 views)
 - Recycle Right (94 views)
 - Recycling Do's (160 views)
 - Recycling Don'ts (143 views)
 - Village of Luckey Recycling (119 views)
 - Happy Recyclable Presentation (13 views)
 - Litter Playground Presentation (16 view)
 - Holiday Recycling (269 views)

Institutions and Commercial Businesses

- After WLI discontinued recycling operations in 2020, the District collaborated with Wood County government maintenance to continue providing recycling services and created flyers for county employees on accepted materials.
- The District also assisted in the installation of drop-off bins for Wood County agencies in the East Gypsy Lane complex in 2021 and prepared an informational handout on accepted materials.
- The District coordinates with government offices to provide contact information, accepted recyclables signage and helps with recycling bin placement and logistical issues.
- For commercial businesses, the District provides information on available recycling haulers and directs small businesses to take materials to BGRC.
- The Recycling and Outreach Coordinator provides presentations to civic groups and church groups on the benefits of recycling, implementing recycling programs, and garden and composting programs.
- The District also provides free Clear Streams for large events and provides free recycling through the Clear Streams program at the Wood County Fair, Black Swamp Arts Festival, BG Rally, etc.
- The District provides an informational booth at the Wood County Fair. The fair was canceled in reference year 2020 due to the Covid-19 pandemic but was brought back in 2021. The fair booth was both informational and interactive.

Industries

- The District will provide informational and technical assistance on recycling, reuse, and waste reduction to the industrial sector, upon request.
- Waste audits/assessments will be performed, upon request.
- The District will promote the Ohio Materials Marketplace regarding hard to recycle materials.
- District staff will attend monthly economic development business roundtable luncheons. This will be an opportunity to market SWMD programs with industry officials.
- Staff will provide assistance with identifying grants for developing or improving recycling and District will serve as the applicant organization for OEPA Market Development Grants.

Communities and Elected Officials

- The District works one-on-one with communities with drop-off sites for site specific issues and maintains relationships with community leaders for special updates and news regarding recycling programs.
- The Recycling Outreach Coordinator attends the annual countywide Township Trustee meeting and provides a booth with educational materials. She also provides an update to the trustees and other elected officials on the status of recycling in Wood County.
- District staff will attend monthly economic development roundtable luncheons attended by both industry officials and local elected and appointed officials. This will be an opportunity to market SWMD programs, hear the concerns of community leaders, and build relationships.

Comparison of Programs Offered in Last Planning Period

Some programs listed in the currently approved 2017 Plan were discontinued due to a variety of reasons, such as outdated programming, and facility changes (e.g., BGRC tours were discontinued as no longer a processing center) and decreased funding. Additionally, some education presentations were shifted to a virtual format due to Covid-19 restrictions.

B. Education/Outreach Findings

The District provides effective education and outreach programs to each required sector. The District's website provides information about District services and recycling opportunities. District staff regularly provide technical assistance to residents. The District tailors its educational outreach to the audience based on the type of recycling services available to the group and their level of knowledge.

The District believes it is reaching a wide range of individuals and developing programs that are educational, informational, and result in behavior change. While there was a general decrease in education/outreach activities during the Covid-19 pandemic, the District expects these opportunities to return within the planning period.

While the District has developed a solid foundation for its education/outreach program, there are areas that could be further developed. The District may want to consider the following:

- Consider offering adult education and outreach loan boxes;
- Evaluate a marketing strategy to increase subscription curbside programs in higher populated areas;
- Evaluate a marketing strategy to address recycling contamination at drop-off program, focusing on behavior change;
- Develop measurable outcomes for education/outreach programs;
- Develop a way to obtain feedback on programs, e.g., survey;
- Evaluate ways to improve outreach to small business and downtown areas to increase recycling (especially cardboard);

- Consider sending a targeted mailer to BGSU students and multi-house residents encouraging them to utilize the BGRC; and
- Consider updating/modernizing website.

13. Processing Capacity Analysis

This section evaluates existing capacity for processing recovered materials. The lack of processing capacity can be an obstacle to implementing new recycling services and implementing initiatives to recover more material through existing services. Before a SWMD can increase recovery of materials, there must be adequate capacity to process the materials within a reasonable driving distance.

A. Processing Capacity Overview

In 2020, recyclables collected from the City of Perrysburg, City of Bowling Green, Lake Township, Village of Millbury, Village of Walbridge, and the District's drop-off program were taken to Republic Services' transfer station in Toledo, Ohio. The materials were then transported to Republic Services' material recovery facility (MRF) located in Oberlin, Ohio. The MRF is approximately 87 miles east of Toledo and has adequate capacity to process the materials. The City of Northwood, City of Rossford, and Village of Haskins contracted with Waste Management to collect their materials, which were then taken to the Republic Services' transfer station in Toledo, Ohio. BGRC did not send materials to a MRF, but has arrangements and/or contracts with various buyers of recyclables.

The District has no plans to build or operate a processing facility for recyclable materials. The District will continue to depend on existing private sector facilities. The District will monitor any changes or developments that could jeopardize present capacity and will address any material changes in circumstances using the process included in the District's Plan.

B. Processing Capacity Findings

The District will continue to rely on private sector processing of recyclables. Currently, there are facilities with adequate capacity within a reasonable distance from Wood County.

APPENDIX I ACTIONS, PRIORITIES, AND PROGRAM DESCRIPTIONS

A. Actions and Priorities

In Appendix H, the District performed a comprehensive evaluation of its programs and services through a series of analyses. The District then drew conclusions and identified findings from each analysis. The findings included successes as well as areas that could be improved.

From the findings, the District developed a list of potential actions that could be performed during the planning period. Some of the actions were easily identified, such as continuing existing programs and maintaining existing infrastructure. Other actions involved new ideas or strategies that may help further develop or improve programs.

Next, the District evaluated the potential actions and prioritized them as (1) will be implemented, (2) may be implemented, and (3) will not be implemented, but will be considered in the future. For those items that "may be implemented", the District will design a process for gathering needed information and set a reasonable deadline to form a plan. If the plan is deemed to be feasible, full implementation may begin, or the District may launch a pilot program to test the plan.

Table I-1 summarizes the list of potential actions and priorities for the planning period. The District's first priority is to continue existing programs that are key to meeting the 2020 State Plan goals. This includes maintaining the existing residential recycling infrastructure, economic incentive programs, education/outreach, and technical assistance to residents and the commercial/industrial sectors. The District's category 2 priorities involve improvements or expansions to key existing programs and development or exploration of new programs that could help improve access to recycling and/or diversion opportunities. Finally, category 3 programs involve more permissive areas of programming that the District will not commit to during the planning period but will consider for the future.

Table I-1 List of Potential Actions with Priority Rankings

Strategic Evaluation Analysis Section	Program/Category	State Plan Goals Addressed	Comments	Priority Level
Residential Recycling Infrastructure	Non-subscription Curbside (Bowling Green, Perrysburg & Haskins)	1, 2	Continue to work with communities to maintain cost-effective non-subscription curbside recycling	1
	Subscription Curbside (Rossford, Northwood, Walbridge & Lake Twp)	1, 2	Continue to work with communities to maintain cost-effective subscription curbside recycling	1
	Evaluate potential of subscription curbside in Perrysburg Twp & Village of Millbury	1, 2	Work with local communities to evaluate whether it's possible to implement a subscription curbside program; dependent on community support	2
	Drop-Off Facilities (District's 24/7 program - 12 sites; BGRC; North Baltimore)	1, 2	Continue to provide permanent 24/7 residential drop-off program with sites throughout the county	1
	Improve signage at District's 24/7 drop-off program	1, 2	Purchase and place new easy-to-understand signage on bins targeted to reduce contamination and misuse of sites. Will wait until new service contract begins as some bins are rented.	2
	Develop improved monitoring of District's 24/7 drop-off program	1, 2	Improve methods for contamination and capacity monitoring, including site visits, random audits, on-site customer interactions	1
	Evaluate possibility of drop-off sites in northern part of Wood County to supplement curbside and easier access for multi-family housing	1, 2	Work with local communities to evaluate whether possible to implement drop-off program in northern part of county; dependent on community support	2
	Install surveillance cameras at 24/7 drop-off sites	1, 2	Prefer to continue education & outreach efforts and work with host communities to help keep sites clean; not an immediate need	3
	Contamination audit for 24/7 drop-off program & curbside program	1, 2	Previously planned joint contamination audit for District, Bowling Green, Perrysburg and Republic Services	2
	Develop a survey tool to collect program performance data for curbside and drop-off programs	1, 2	District will need additional staff and resources to perform district-wide survey. Will focus on developing more access to recycling during this planning period	2

Appendix I Actions, Priorities, and Program Descriptions

Strategic Evaluation Analysis Section	Program/Category	State Plan Goals Addressed	Comments	Priority Level
Commercial/Institutional	BGSU partnership	2	Continue to partner with Bowling Green State University for education/outreach	1
	Wood County government administrative office recycling program	2	Continue providing collection & transportation of recyclables for Courthouse Complex and drop-off bins for E. Gypsy Lane Complex	1
	ClearStream lending program	2	Continue ClearStream lending program for events	1
	Commercial waste audits	2	Continue to offer this service and promote availability	1
	Collaborate with businesses, school districts, and communities on recycling options and services	2	Work to find alternatives since WLI no longer collecting recyclables for businesses; could include survey of needs; schools could potentially have drop-off program with single provider	2
	Develop a master list of commercial businesses and contact information	2	Attempt to obtain information about new businesses from Chamber of Commerce and communities	2
Industrial Recycling	Industrial waste audits & assessments	5	Continue to offer this service and promote availability	1
	Ohio Material Marketplace	5	Increase awareness of this resource for hard to recycle materials	1
	Assisting industry with grants	5	Provide assistance with identifying grants for developing or improving recycling, e.g., OEPA Market Development grants	1
	Economic development luncheons	5	Attend monthly economic development business roundtable luncheons	1
	Develop a master list of industrial businesses and contact information	5	Attempt to obtain information about new businesses from Economic Development Office and communities	2
	Annual awards program for Industry	5	Develop an awards program to recognize recycling & reduction efforts in business; need to develop master contact lists and better networking before implementation	3
Residential/Commercial Waste Composition	Yard waste/composting	1, 2	Continue promoting composting facilities	1
	Food Composting	1, 2	Consider additional food waste diversion programs	2
	Fiber-only drop-off	1, 2	Collaborate with communities to incorporate fiber-only drop-off or provide collection/transportation to BGRC	2
Economic Incentive	Per Capita Incentive Program	7	Continue per capita incentive program for curbside and drop-off communities	1
	Incentive funding for glass recycling	7	Continue providing BGRC with incentive funding for glass recycling	1
	Pay-As-You-Throw (PAYT) Program	7	Explore whether any haulers or communities would be willing to consider a PAYT program	2
	Capital Grants	1, 2, 7	Re-institute capital grant program for communities for woodchippers and leaf vacuums; consider grant programs for subsidizing/incentivizing food waste and yard waste recycling; subject to availability of funds and staffing capabilities	3

Appendix I Actions, Priorities, and Program Descriptions

Strategic Evaluation Analysis Section	Program/Category	State Plan Goals Addressed	Comments	Priority Level
Restricted & Difficult to Manage Waste Streams	Technical assistance for residents; website & comprehensive list of materials & corresponding service provider	6	Continue providing technical assistance to residents; maintain District website with list of service providers for various difficult to recycle wastes (HHW, tires, electronics, lead-acid batteries, yard waste, etc.)	1
	Wood County Landfill - difficult to recycle items	6	Continue accepting tires, lead-acid batteries, appliances (including refrigerated units)	1
	Tire collection event	6	Host a countywide tire collection event; subject to availability of funds	2
	Regional Household Hazardous Waste (HHW) event	6	Evaluate a regional partnership to share cost of HHW event; form stakeholder group; not an immediate need	3
	Car seat recycling	6	Consider partnership with private service for recycling of car seats	2
	Electronics collections	6	Continue promoting existing drop-offs and curbside collection of electronics; Evaluate sponsoring an electronics recycling collection event; not an immediate need due to the multiple opportunities currently available	1
Diversion	Various existing programs	2	Continue offering existing programs discussed in other sections that facilitate diversion of material from landfills	1
Special Program Needs	Road Cleanup Program	no specific goal	Continue funding county engineer/township road cleanup program	1
	Closure/post closure care funding	no specific goal	Continue providing funds for closure and post/closure care for Wood County Landfill	1
	Litter collection and enforcement program	no specific goal	Consider new litter collection & enforcement program partnership with Sheriff/ODOT/Engineer's Office; subject to availability of funds	2
Financial	Maintain tiered disposal fee	no specific goal	Maintain disposal fee at \$2/ton in-district, \$4/ton out-of-district, \$2/ton out-of-state (See Appendix O)	1
	Renew designation agreements	no specific goal	Renew designation agreements during planning period; \$2/ton fee (See Appendix P)	1
Regional	Quarterly meeting of coordinators/educators	no specific goal	Consider convening a quarterly meeting for coordinators & educators from adjacent SWMDs; need new staff in place	2
	Quarterly meeting for curbside programs	no specific goal	Consider hosting quarterly meetings for curbside programs to share data, challenges/successes; need new staff in place	2
	SWMD collaboration and sharing of educational programs	no specific goal	Continue collaboration with other SWMDs on educational programs (See Appendix L)	1
	Shared staff with other SWMDs	no specific goal	Explore possibility of sharing additional staff for outreach/ education, program implementation and/or data collection; may be considered in future for new programs	3

Appendix I Actions, Priorities, and Program Descriptions

Strategic Evaluation Analysis Section	Program/Category	State Plan Goals Addressed	Comments	Priority Level
Data Collection	Survey residential, commercial, and industrial	2	Continue existing survey process	1
	Partner with BGSU to develop a comprehensive directory of commercial & industrial businesses in Wood County	2, 5	Consider a partnership with BGSU to develop master list of businesses; not an immediate need; will continue to work on list in-house	3
Education/Outreach	Continue all required education programs	3	Website, resource list, inventory of available infrastructure, and speaker or presenter (See Appendix L)	1
	Continue education, outreach, marketing and technical assistance regarding reduction, recycling, composting, reuse, and other alternative waste management methods	4	Continue core activities but update the method of delivery to reach target audiences using best practices; implement measurable outcomes; seek feedback (See Appendix L)	1
Processing Capacity	Private Sector Processing of Recyclables	1, 2	Continue to rely on private sector processing of recyclables in the District (See Appendix H)	1

B. Programs

This section will describe the programs that were available during the reference year and the programs that will be available during the planning period.

These programs are organized by the following categories:

- Residential Recycling
- Commercial/Institutional Recycling
- Industrial Recycling
- Restricted/Difficult to Manage Wastes
- Other Material Specific Programs
- Funding/Grants
- Economic Incentives
- Market Development Programs
- Facilities
- Data Collection; and
- Other miscellaneous programs

Education and outreach programs are discussed in Appendix L. Many of the programs implemented by the District address one or more of the ten state goals.

Residential Recycling Infrastructure

Curbside Recycling Services

1. Non-Subscription Curbside Recycling

ID	Name	Start Date	End Date	Goal(s)
NSC1-3	City of Bowling Green, City of Perrysburg, Village of Haskins	Existing	Ongoing	1 and 2

The communities listed above offered non-subscription curbside services in 2020 and the District anticipates services will continue through the planning period.

ID	Name	Start Date	End Date	Goal(s)
NSC6	Village of Millbury	Existing	2020	1 and 2

The Village of Millbury initially offered non-subscription curbside services in 2020 but discontinued the recycling program in May 2020. No alternative recycling program has been implemented. The District will work with the Village of Millbury to evaluate whether it's possible to implement a subscription curbside program.

ID	Name	Start Date	End Date	Goal(s)
NSC5	City of Rossford	Existing	2020	1 and 2

The City of Rossford initially offered non-subscription curbside services in 2020 but discontinued the recycling program in September 2020. A subscription curbside program is now offered.

ID	Name	Start Date	End Date	Goal(s)
NSC4	City of Northwood	Existing	2021	1 and 2

The City of Northwood offered non-subscription curbside services in 2020 but discontinued the recycling program in September 2021. A subscription curbside program is now offered.

2. Subscription Curbside Recycling

ID	Name	Start Date	End Date	Goal(s)
SC1-2	Lake Township and Village of Walbridge	Existing	Ongoing	1 and 2

Lake Township and the Village of Walbridge offered subscription curbside services in 2020 and the District expects services to continue in the planning period.

ID	Name	Start Date	End Date	Goal(s)
SC4	City of Rossford	late 2020	Ongoing	1 and 2

The City of Rossford initially offered non-subscription curbside services in 2020 but discontinued the recycling program in September 2020. A subscription curbside program is now offered through a contract with Waste Management.

ID	Name	Start Date	End Date	Goal(s)
SC3	City of Northwood	2021	Ongoing	1 and 2

The City of Northwood offered non-subscription curbside services in 2020 but discontinued the recycling program in September 2021. A subscription curbside program is now offered through a contract with Re-Cyclops.

Drop-off Recycling Locations

1. Full-Time, Urban Drop-offs

ID	Name	Start Date	End Date	Goal(s)
FTU1	Bowling Green Recycling Center	Existing	Ongoing	1 and 2

The Bowling Green Recycling Center (BGRC) is a non-profit, full-time, urban drop-off. For many years, the City of Bowling Green transferred its recyclables to BGRC for processing. In late 2019, the City of Bowling Green authorized a contract with Republic Services for

processing services. The city continues to provide BGRC with a monthly payment for the recycling opportunity it provides to those without curbside access in the city, e.g., multi-family housing. BGRC is available as a full-time drop-off facility for residential and commercial users.

ID	Name	Start Date	End Date	Goal(s)
FTU2	Perrysburg Township	2018	Ongoing	1 and 2

Perrysburg Township offered a full-time urban drop-off site in 2020 and the District anticipates services will continue through the planning period. The Perrysburg Township drop-off site is part of the countywide 24/7 drop-off program sponsored by the District.

2. Part-Time, Urban Drop-offs

There are no part-time, urban drop-offs in the District.

3. Full-Time, Rural Drop-offs

Name	Start Date	End Date	Goal(s)
24/7 Drop-Off Locations – sites are listed in Appendix B (FTR1-11)	2018	Ongoing	1 and 2

In 2018, the SWMD implemented a countywide 24/7 permanent residential drop-off recycling program for areas not served by curbside programs. The program has 12 sites throughout the county with 51 total bins. The District contracts with Republic Services for collection, transportation and processing. The District will develop improved methods for contamination and capacity monitoring. See Appendix B and Appendix H for further details.

4. Part-Time, Rural Drop-offs

ID	Name	Start Date	End Date	Goal(s)
PTR1	North Baltimore Village	Existing	Ongoing	1 and 2

The Village of North Baltimore offers a part-time rural drop-off program in southern Wood County. The Village collects recycling weekly on Saturday for three hours and the materials are taken to the Bowling Green Recycling Center.

Mixed solid waste materials recovery facility

There are no mixed solid waste materials recovery facilities within the District.

Multi-Family Unit Recycling

The Bowling Green Recycling Center provides residents who dwell in multi-family housing with an opportunity to recycle. Additionally, multi-family housing residents may use the various drop-off sites located throughout Wood County.

Other Residential Recycling Programs

There are no other residential recycling programs within the District.

Commercial/Institutional Sector Reduction and Recycling Programs

1. School Recycling

Name	Start Date	End Date	Goal
Wood Lane Industries Collection Program	Existing	2020	2

For many years the District partnered with Wood Lane Industries (WLI) in making weekly recycling collection available to schools, government offices, parks, detention centers, industries, nursing homes, assisted living facilities, churches, apartment complexes, manufacturers, and other organizations throughout Wood County. WLI collected office paper, cardboard, steel, aluminum, plastic bottles, books and some glass. The materials were delivered to the BGRC. The BGRC paid WLI for the recyclables and the District provided WLI financial support.

In 2020, WLI terminated the services and informed the District the program was no longer feasible due to Covid-19 and increased costs. Since the Covid-19 pandemic was ongoing, offices and institutions had to find their own recycling alternatives very quickly. Many of the businesses and offices responded by collecting and delivering their own materials to the BGRC, including the Wood County Courthouse and Administrative Offices Complex, the Wood County Senior Center, and the Historical Museum. Some schools developed in-house programs and others looked to find contracted haulers. The District provided contact information to several schools regarding alternative services.

Name	Start Date	End Date	Goal
School District Recycling Program (Pending Evaluation Findings)	2023	Ongoing	2

The District will reach out to local school districts to determine what kind of recycling program each school district has implemented since the termination of WLI services. The District will explore with school officials the possibility of coordinating a school-only weekly drop-off program. The program would be paid for by the schools. It would provide greater convenience for the schools to have single stream recycling containers. The former program required sorting and storage. Additionally, the schools may be able to purchase the services under a single contract provider. The District will initiate discussions with school officials in 2023.

Name	Start Date	End Date	Goal
Bowling Green State University Partnership	Existing	Ongoing	1-4, 7

The District has had various partnerships with Bowling Green State University (BGSU) since the 1980s. The District provides BGSU funding as part of the per capita incentive grant program. This funding is to be used to support on-campus recycling initiatives. Currently, comingled recyclables are collected campus wide. The campus also provides several unique recycling programs for students, faculty, and staff, including the "WYMO" (When You Move Out, Don't Throw It Out) event hosted at the end of the school year. This event collects clothing, food, electronics, books, cleaning supplies and other unwanted materials as students are moving out. A composting program is also ongoing at one of the larger dining halls with materials being sent to Hirzel Farm's composting facility in Wood County. The District works in partnership with BGSU to create sustainable events in the City of Bowling Green such as the Black Swamp Arts Festival and BG Bash. Also, the District promotes recycling during BGSU Earth Month events in April. Landfill tours and environmental presentations are provided to BGSU students annually. BGSU provides annual recycling data to the District.

2. Collection Services (small businesses, government offices, etc.)

Name	Start Date	End Date	Goal
Wood Lane Industries Collection Program	Existing	2020	2

See "School Recycling" section above for description of Wood Lane Industries program.

Name	Start Date	End Date	Goal
Wood County Government Recycling	2021	Ongoing	2

After Wood Lane Industries discontinued collection service in 2020, Wood County government offices formed two programs to manage county recyclables. At the Wood County Courthouse Complex, maintenance assumed the responsibility for collecting and transporting materials to the Bowling Green Recycling Center (BGRC). The District purchased several large containers to hold the materials in the basement of the courthouse complex prior to transport. Materials are not individually weighed but are compiled in BGRC's total recycling tonnage.

At the East Gypsy Lane Complex, the county installed two drop-off boxes for the Wood County Sheriff's Office/Wood County Jail and the Wood County Department of Job and Family Services, which are serviced weekly by Republic Services. Several other government agencies contracted separately with Republic to have a drop-off box at their facilities, including Northwest Community Corrections Facility and the Wood County Health Department. The drop-offs are not advertised for public use and are paid for by each of the participating agencies. Republic Services does not have the ability to weigh

each container at the time of servicing. The total tonnage will be estimated from Republic Services invoice.

The District provides brochures/handouts to the various offices explaining what materials are acceptable for recycling. The District also provides ClearStream containers for the government complexes and recycling containers for individual offices. The primary materials collected are plastic bottles and aluminum cans.

3. *Special Event Recycling*

Name	Start Date	End Date	Goal
ClearStream Lending Program	Existing	Ongoing	1, 2, 4

The District currently owns 85 ClearStream recycling containers, which have been used at the Wood County Fair, Pemberville Free Fair, The Black Swamp Arts Festival, road races, and other events upon request. The design of these containers with their specially designed lids and clear bags encourages recycling of aluminum cans and plastic bottles with minimal contamination.

The ClearStream Lending Program encourages groups hosting events in Wood County to recycle. Groups will pick up the containers from the Solid Waste District office, return them after use and deliver the bags of recyclables to the Bowling Green Recycling Center. Ten of the 85 containers have been permanently located at the Wood County Historical Museum to accommodate repeat events throughout the year. The amounts recycled are reflected in BGRC's total tonnage.

The District promotes the loan program on the District's website and during events. The District continues to evaluate usage and will purchase additional containers and/or lids when warranted.

4. *Waste Assessments/Waste Audits*

Name	Start Date	End Date	Goal
Waste Audits	Existing	Ongoing	2, 5

Upon request, the District will provide free waste audits or waste assessments to commercial or industrial businesses located in the District. The audits or assessments will be performed by District staff. The audit will include a site visit, during which the District will identify the waste streams generated and review the current waste reduction and recycling systems. Following the visit, the District will provide the business with a summary report identifying strategies for implementing, expanding, or improving the current waste management system.

The District will also provide information on securing a hauler, broker, or processor that accepts the waste streams not currently being recycled (when available). The District did not have any requests for this service during the reference year. The District frequently receives questions about where and how to recycle materials. The District will link the

business with recycling sources or technical assistance. The District plans to add information related to this program to its website and newsletter.

5. Contracting Assistance

The District does not provide contracting assistance to the commercial/institutional sector.

6. Workgroup/Roundtable

The District does not participate in any workgroups/roundtables.

7. Award/Recognition

The District does not provide an award/recognition programs.

Industrial Sector Reduction and Recycling Programs

1. Waste Assessments/Waste Audits

Name	Start Date	End Date	Goal
Waste Audits	Existing	Ongoing	2, 5

Upon request, the District will provide free waste audits or waste assessments to commercial or industrial businesses located in the District. The audits or assessments will be performed by District staff. The audit will include a site visit, during which the District will identify the waste streams generated and review the current waste reduction and recycling systems. Following the visit, the District will provide the business with a summary report identifying strategies for implementing, expanding, or improving the current waste management system.

The District will also provide information on securing a hauler, broker, or processor that accepts the waste streams not currently being recycled (when available). The District did not have any requests for this service during the reference year. More frequently, the District will receive questions about where and how to recycle materials. The District will link the businesses with recycling sources or technical assistance.

2. Collection Services

The District does not participate in any collection services for industry.

3. Contracting Assistance

The District does not provide contracting assistance to industrial sector.

4. *Workgroup/Roundtable*

Name	Start Date	End Date	Goal
Economic Development Monthly Luncheons	2023	Ongoing	2, 5

District staff will attend monthly economic development business roundtable luncheons to network with local businesses and provide updates on District programs and services. The luncheons are sponsored by the Wood County Economic Development Office and are held throughout the county. The events are well-attended by businesses and community leaders. In the future, the District may consider forming a roundtable for industry to discuss solid waste management issues. However, the District is still in the beginning stages of developing relationships with the business community.

5. *Award/Recognition*

The District does not provide an award/recognition program.

6. *Other Programs*

Name	Start Date	End Date	Goal
Ohio Materials Marketplace	Existing	Existing	2, 5

The District will increase awareness and promote the Ohio Materials Marketplace (OMM) to the industrial sector. Ohio EPA implemented this tool to assist businesses with their waste recovery and reuse efforts. The OMM is a free, online platform for participants to trade usable wastes. To date, OMM users have diverted a cumulative 3.7 million pounds of material from Ohio's landfills and realized more than \$208,000 in savings. The District will provide information about OMM on the District's website, in electronic newsletters and through other industry-related outreach opportunities.

Name	Start Date	End Date	Goal
Recycle Ohio Market Development Grants	Existing	Ongoing	2, 5

The District will continue to promote and sponsor eligible industrial facilities for Recycle Ohio Market Development Grants. In 2018, the District sponsored Rosenboom for the purchase of a cardboard baler. This purchase has allowed Rosenboom to divert 30 tons of paperboard from the landfill annually. In 2021, the District sponsored Phoenix Technologies for upgraded processing equipment. The District will provide information about grant opportunities on the District's website, in electronic newsletters and through other industry-related outreach opportunities.

Restricted/Difficult to Manage Wastes**1. Yard Waste**

Name	Start Date	End Date	Goal
Yard Waste/Composting	Ongoing	Ongoing	1 and 2

In 2020, there were 10 Class IV composting facilities and two Class II composting facilities utilized by Wood County. The Wood County Landfill composting site also provides yard waste disposal for county residents and commercial businesses. Many of the cities, villages and townships within the county also offer composting services to their residents. The names and locations of the composting facilities are posted on the District's website. The District encourages residents to compost yard waste and food waste at home in compost bins, piles, or tumblers. The District provides "how to" guides and troubleshooting guides for composting. The guides are available on the District website and at community outreach events. The District provides educational presentations to the Wood County Master Gardener students, various garden clubs, civic groups, school groups and other interested organizations. The District maintains a vermicomposting unit and provides information, displays, brochures and presentations as requested. Composting data is provided annually to the District.

Name	Start Date	End Date	Goal
Christmas Tree Recycling	Ongoing	Ongoing	1 and 2

The District promotes Christmas tree recycling during the months of December and January through its "Treecycle" advertisements, displays, and on the District website. Villages, cities, townships, and parks within the county are contacted to gather current locations and a schedule for tree collection. An advertisement/display is then updated and designed including a map to encourage residents to recycle their Christmas tree after the holidays. Residents may also dispose of one Christmas tree at no charge at the Wood County Landfill during the month of January. Collected trees are then chipped and recycled into mulch or used as temporary wildlife habitat by the local parks. Currently, eighteen (18) locations accept Christmas Trees for recycling on an annual basis during the months of December and January.

2. Household Hazardous Waste, Batteries, Appliances, Electronics, etc.

Name	Start Date	End Date	Goal
Household Recycling Directory	Ongoing	Ongoing	1 and 2

The strategy of the District concerning household hazardous waste is to educate the public on alternative materials and best disposal practices. The District has identified businesses and recycling programs for most materials residents inquire about including, electronics, batteries, tires, chemicals, unused prescriptions, paint and similar difficult to recycle materials.

The District maintains and distributes a comprehensive household recycling directory to assist residents with finding solutions for their hard to recycle wastes. The household recycling directory is posted on the District website and includes a telephone number as an answer "hotline" for information on solid waste issues. The information is also shared in other targeted outreach opportunities. In some cases, the business charges a fee. However, residents are provided an immediate solution, which minimizes the risk associated with storing these types of materials. Residents and recyclers are also encouraged to contact the District with new opportunities.

Name	Start Date	End Date	Goal
Electronics Collection Events	Ongoing	Ongoing	1 and 2

The City of Perrysburg partners with AIM Ecycling for recycling of electronics collected from the city's curbside program. This is a free service offered to all residents of Perrysburg. Perrysburg Township has partnered with Recycle I.T. USA and maintains a free drop-off site for electronics. Both services accept almost anything with a cord, including computers, printers, stereo equipment, microwaves, and small appliances. Televisions are not accepted at the site and must be taken to the Lucas County location for a fee. Several other private companies provide electronic recycling services, which are listed on the District's website.

Bowling Green State University and Way Library in Perrysburg, Ohio also recently sponsored electronics collection events.

The District does not currently sponsor any collection events for electronics. However, given the increase of electronics in daily life, it may be an event or program the District should consider for the future.

Name	Start Date	End Date	Goal
Wood County Landfill	Existing	Ongoing	1 and 2

The Wood County Landfill accepts several difficult wastes for recycling including scrap tires, lead acid batteries, appliances (including refrigerated units), and yard waste. The landfill is open to both residents and businesses. There are fees associated with disposal of all these items, except lead acid batteries and scrap metal. The landfill is open Monday - Friday and half a day on Saturday. The landfill and OEPA provide the district with annual statistics of items collected for recycling.

3. *Scrap Tires*

Name	Start Date	End Date	Goal
Scrap Tire Program	Existing	Ongoing	1 and 2

The District's strategy concerning scrap tires is to focus on proper disposal. The District is committed to having a legal location for individuals to take scrap tires. Currently, several tire dealers and both landfills in the District accept scrap tires for recycling. The District

occasionally hosts special tire collection events for residents. The District will continue educating the public on proper tire disposal through brochures and the District website.

In 2020, the District offered the Township Spring Cleanup for townships to bring items collected on the township roads to the Landfill at no cost to the Township. The duration was shortened in 2020 due to Covid-19 related safety concerns.

4. *Pharmaceuticals*

Name	Start Date	End Date	Goal
Pharmaceuticals	Ongoing	Ongoing	1 and 2

Currently, eight local law enforcement agencies in the District have permanent drop-off locations for pharmaceuticals. Additionally, many private pharmacies (e.g., CVS) will accept pharmaceuticals. The District provides information to residents on available locations to properly dispose of pharmaceuticals and promotes non-District collection on the District website.

Other Material Specific Programs

1. *Food Waste*

Name	Start Date	End Date	Goal
Food Waste	Ongoing	Ongoing	1 and 2

Hirzel Farms operates a Class II composting facility in the District. It accepts food waste materials from outside sources in addition to materials derived from the Hirzel Canning operations. This facility also accepts waste from the residential organics curbside collection recycling program in the Village of Luckey operated by N.A.T. Transportation. Bowling Green State University diverts postconsumer food waste to Hirzel Farms along with several other businesses and organizations within Wood County. Hirzel Farms generally provides annual data to the District.

In 2021, the City of Bowling Green established a residential Food Waste Drop-Off. The city contracted with GoZero on the project. All collected food waste is taken to Andre Farms in Wauseon, Ohio to be composted. The following food items are accepted: baked goods and pasta, beans and eggs, fats and sugars, fruits and vegetables, greasy pizza boxes, paper towels and napkins (unlined paper items), and raw/cooked meat, bones, and dairy. The program is limited to residential participation, but the city encourages businesses to contact GoZero directly for commercial services. The District will be working with the city to obtain data and information about this new program.

As new technology and composting practices become available, the District will continue to work with local waste haulers, schools, organizations, businesses, etc. to increase the amount of food waste materials diverted from the landfill. The District's website includes brochures and information on food waste composting.

2. *Glass*

Name	Start Date	End Date	Goal
Bowling Green Recycling Center Glass Subsidy	Existing	Ongoing	1 and 2

The District pays the Bowling Green Recycling Center \$30/ton to offset the cost of glass recycling at its facility.

Name	Start Date	End Date	Goal
O-I Glass/City of Perrysburg Glass Drop-Offs	May 2021	Ongoing	1 and 2

In 2021, the City of Perrysburg partnered with O-I Glass Inc. to create a glass drop-off recycling opportunity for residents and businesses. O-I Glass Inc. is an American Fortune 500 Company that specializes in container glass products with its world headquarters located in Perrysburg, Ohio. O-I Glass will be using the collected glass in their manufacturing process. The drop-off program has three locations: O-I Glass Drop-Off Center at 1890 Wilkinson Way, Perrysburg, Ohio, open from dawn to dusk, (2) Department of Public Service building at 11980 Roachton Road, Perrysburg, Ohio, and (3) Department of Public Utilities at 211 E. Boundary, Perrysburg, Ohio.

3. *Fiber/Paper*

Name	Start Date	End Date	Goal
Personal Shredding Events	Existing	Ongoing	1, 2, 4

From 2018 to 2020, the District partnered with the Wood County Department of Jobs and Family Services (JFS) to host an annual Personal Shredding Event for Wood County residents. Residents could bring up to five boxes of material to be shredded securely onsite and then recycled. In return, residents were asked to donate a toy or gift card to support children involved in the JFS system during the holidays. The District paid for the cost of the shredding contract and provided staffing and promotional assistance. The event is popular, and the District is working with JFS to host two shredding events annually in the future.

Funding/Grants

1. *Incentive Based Grants*

Name	Start Date	End Date	Goal
Per Capita Incentive Grant Program	1993	Ongoing	1 and 2

The District provides incentive funding to each local government that participates in a residential recycling program. The amount of funding is subject to availability of funds. Currently, the allocation is \$1.00 per person for providing a drop-off or participating in the county's drop-off program and \$1.50 per person for providing a curbside program. The

local governments are paid annually, and the population is based upon the most recent federal census. In return for receiving these funds, each local government must annually report on the volumes of materials recycled and diverted from the landfill.

Name	Start Date	End Date	Goal
Infrastructure/Cleanup Grant Program	Existing	Ongoing	1 and 2

Grants for assistance with infrastructure related to landfill operations and the cleanup of solid waste problems will be considered as funds allow and needs are presented. These grants may include, but are not limited to, landfill access roads, landfill related waterlines, cleanup of solid waste dumps (including tire piles) and closure and post-closure costs of public facilities.

2. *Improvement Grants*

The District does not offer any improvement grants.

Economic Incentives

D. Volume-Based Billing/Pay-As-You-Throw Trash Collection Services

The District does not have any Volume-Based Billing/Pay-As-You-Throw Trash Collection Services.

E. Financial Award Programs (e.g., RecycleBank, "Get Caught Recycling")

The District does not have any financial award programs. The District may consider this type of program as part of its Social Marketing Strategy to reduce contamination in recycling. See Appendix L.

F. Other Economic Incentive Programs

The District does not have any other economic incentive programs.

Market Development Programs

The District does not have any market development programs.

Facilities

F. Materials Recovery Facilities/Recycling Centers

The District does not have any materials recovery facilities/recycling centers.

G. Landfills

Name	Start Date	End Date	Goal
Wood County Landfill	Existing	Ongoing	Goal 1 and 2

The Wood County Landfill is owned and operated by the Wood County Board of Commissioners. It is a municipal solid waste landfill permitted by Ohio EPA. The landfill currently has 3.4 years of remaining capacity but has a pending permit-to-install for an expansion project that would increase capacity for up to 111 years based on current tonnage.

Name	Start Date	End Date	Goal
Evergreen Recycling & Disposal Facility	Existing	Ongoing	Goal 1 and 2

Evergreen Recycling & Disposal Facility is owned by Waste Management. It accepts municipal and industrial waste. Based on the 2020 Ohio Solid Waste Facility Data Tables, the landfill has 36 years remaining capacity assuming the current rate of use.

H. Closed Facility Maintenance (Closure/Post-Closure Care)

There are no closed facilities located in the District.

I. Transfer Facilities

There are no transfer facilities located in the District.

J. Composting Facilities

Name	Start Date	End Date	Goal
Various private compost facilities	Existing	Ongoing	1 and 2

See "Yard Waste/Composting" above.

Data Collection

Name	Start Date	End Date	Goal
Residential Recycling Survey	Existing	Ongoing	1 and 2

Annually, the District collects survey information from local governments regarding their recycling programs for use in the District's annual district report. The survey is one page long and requests the following information: disposal landfill used, service provider, tons of waste collected, curbside recycling provider, the pounds of materials recycled, tons of yard waste diverted (leaves, grass, brush) and where the material is taken, and number of tires collected. The local governments obtain their data from their service provider.

If the community participates in the District's drop-off program, it does not report any pounds of recyclables as that information is provided directly to the District from Republic

Services. Generally, the local governments timely submit their survey responses, and the District seldom has to perform any follow-up.

Name	Start Date	End Date	Goal
Commercial and Industrial Business Surveys	Existing	Ongoing	1 and 2

Annually, the District collects survey information from commercial and industrial generators to obtain recycling data for use in the District's annual district report. The District uses an Ohio EPA survey template, and the mailing list is developed from the prior year's commercial sources list. The District sometimes has difficulty obtaining responses. A more comprehensive list of industrial/commercial contacts is needed, which would provide improvement in commercial data collection. The District may also research better survey instruments to aid in user friendliness and data accuracy.

Other Programs

1. Litter Programs

Name	Start Date	End Date	Goal
Township/Engineer Road Cleanup Program	Ongoing	Ongoing	1 and 2

During the spring of each year, the District hosts a cleanup event where township trustees and the County Engineer's Office can collect roadside litter, scrap tires and other waste materials and dispose of them at the Wood County Landfill free of charge. The cleanup time is generally 4-6 weeks. The program is popular and a benefit to the community. Recyclables are taken to the Bowling Green Recycling Center. The Wood County Landfill provides data to the District on how much material was collected.

2. Health department support (Allowable Use 3)

The District does not receive support from the Health Department.

3. County Assistance

The District does not receive any supplemental support from the County.

4. Open Dumping/Litter Enforcement

The District does not provide funding for enforcement of open dumping or litter.

5. Open dump/tire dump cleanup

The District will also provide financial support to the Wood County Landfill for waste reduction and recycling services necessary for plan implementation. Funds for cleanup

projects, such as improper disposal, are part of the plan but dependent on sufficient funds being available.

6. Disaster debris/disaster assistance

Funds for cleanup projects, such as disaster clean up, are part of the plan but are dependent on availability of funds.

7. Closed Facility Maintenance/Post-Closure Care

Name	Start Date	End Date	Goal
Wood County Landfill Post-Closure	Existing	Ongoing	1 and 2

The District provides annual financial support to the Wood County Landfill for closure/post-closure costs, including accumulation of funds and payment for leachate handling facilities and treatment. The amount of funding is based on year-end finances.

8. Facility Ownership/Operations

No current programs.

9. Waste-to-energy projects

No current programs.

APPENDIX J REFERENCE YEAR OPPORTUNITY TO RECYCLE AND DEMONSTRATION OF ACHIEVING GOAL 1

Goal 1 requires that a SWMD provide its residents and commercial businesses with access to opportunities to recycle solid waste. At a minimum, the SWMD must provide access to recycling opportunities to 80 percent of its residential population in the county and ensure that commercial generators have access to adequate recycling opportunities.

The steps for demonstrating the residential component of Goal 1 are as follows:

1. Determine which recycling opportunities, available in the reference year, qualify for the demonstration of achieving Goal 1.
2. Assign population credits to the existing recycling opportunities (default credits or weight method).
3. Determine which demonstration method to use (i.e., the standard demonstration or an alternative demonstration established in the 2020 State Plan).
4. Calculate the percentage of the residential population that had the opportunity to recycle in the reference year (see Table J-1).
5. Demonstrate achieving Goal 1:
 - a. If the SWMD achieved Goal 1 in the reference year:
 - i. Demonstrate that the SWMD will continue to achieve Goal 1 throughout the planning period.
 - ii. Demonstrate that the SWMD will meet the other requirements for achieving Goal 1.

A. Residential Sector Opportunity to Recycle

Table J-1 Opportunity to Recycle

ID #	Wood	2020		2023		2024		Per Year % Population Change Used ¹
	Name of Community (City, Village, Township)	Community Population ¹	Population Credit	Community Population	Population Credit	Community Population	Population Credit	
Non-subscription curbside								
NSC1	City of Bowling Green	30,808	30,808	31,085	31,085	31,179	31,179	0.3%
NSC2	City of Perrysburg	25,041	25,041	26,543	26,543	27,074	27,074	2%
NSC3	Village of Haskins	1,245	1,245	1,264	1,264	1,270	1,270	0.5%
NSC4	City of Northwood	5,160	5,160	--	--	--	--	-0.2%
NSC5	City of Rossford	6,299	6,299	--	--	--	--	0%
NSC6	Village of Millbury	1,193	1,193	--	--	--	--	-0.06%
Subscription curbside								
SC1	Lake Township	6,956	1,739	6,956	1,739	6,956	1,739	0%
SC2	Village of Walbridge	3,011	755	3,011	753	3,011	755	0%

Appendix J Reference Year Opportunity to
Recycle and Demonstration of Achieving Goal 1

ID #	Wood	2020		2023		2024		Per Year % Population Change Used ¹
	Name of Community (City, Village, Township)	Community Population ¹	Population Credit	Community Population	Population Credit	Community Population	Population Credit	
SC3	City of Northwood	--	--	5,129	1,282	5119	1,282	-0.2%
SC4	City of Rossford	--	--	6,299	1,575	6,299	1,575	0%
Full-time, urban drop-off								
FTU1	Bowling Green Recycling Center	131,156	9,200	133,254	9,200	133,974	9,200	0.5%
FTU2	Perrysburg Township	13,571	5,000	13,788	5,000	13,863	5,000	0.5%
Part-time, urban drop-off								
	None							
Full-time, rural drop-off								
FTR1	Bloomdale Village/Bloom Township	2,513	2,500	2,553	2,500	2,567	2,500	0.5%
FTR2	Custar/Milton Township	315	2,500	320	2,500	322	2,500	0.5%
FTR3	Grand Rapids Village	925	2,500	940	2,500	945	2,500	0.5%
FTR4	Jackson Township/Hoytville Village	702	2,500	713	2,500	717	2,500	0.5%
FTR5	Pemberville Village, Freedom Township, Webster Twp	3,874	2,500	3,936	2,500	3,957	2,500	0.5%
FTR6	Portage Village	398	2,500	404	2,500	407	2,500	0.5%
FTR7	Portage Township	1,558	2,500	1,583	2,500	1,591	2,500	0.5%
FTR8	Tontogany Village, Washington Township	1,864	2,500	1,894	2,500	1,904	2,500	0.5%
FTR9	Troy Township/Luckey	4,097	2,500	4,163	2,500	4,185	2,500	0.5%
FTR10	Wayne Village	841	2,500	854	2,500	859	2,500	0.5%
FTR11	Weston Village	1,455	2,500	1,478	2,500	1,486	2,500	0.5%
Part-time, rural drop-off								
PTR1	North Baltimore Village	3,369	2,500	3,423	2,500	3,441	2,500	0.5%
Mixed municipal waste material recovery facility								
	None							
Total County Population		131,156		131,248		131,341		
Total Population Credit		116,440		108,441		109,074		
Percent of Population		89%		83%		83%		

1. Ohio Department of Development, Office of Research, August 2021. Population Counts for Governmental Units: 2020, 2010, 2000. <https://devresearch.ohio.gov/files/research/P3008.pdf>

2. percent change from 2010 to 2020 was divided by 10 to estimate a per year % population change

Table J-2 Population Credit for Drop-offs Evaluated Using the Weight of Material Collected Method

Program ID#	Name of Community/Drop-off (City, Village, Township)	2020	
		Total pounds collected	Population Credit
FTU1	Bowling Green Recycling Center	1,734,000	9,200

1. Methodology

In 2020, the Wood County SWMD offered a variety of residential recycling opportunities, including six non-subscription curbside programs, two subscription curbside programs, two full-time urban recycling drop-off sites, twelve full-time rural drop-off sites, and one part-time rural drop-off site.

In demonstrating compliance with Goal 1, the District applied the following residential population calculation and default population credits to its residential recycling infrastructure, unless otherwise noted.

Residential Population Calculation:

- To calculate the population in 2023 and 2024, the average annual percent population change between 2010 and 2020 was used for each municipality based on the data in Table 2-1. For example, the city of Perrysburg experienced a 21% increase in population between 2010 and 2020 (or 2.1% annual average). Likewise, the City of Northwood had a slight decrease in population between 2010 and 2020, which is reflected in Table J-1. Note that this method was only used where population influenced the population credit calculation (e.g., curbside recycling). Remaining population estimates for drop-offs have a county-wide average annual population increase of 0.5% applied.

Population Credits for Curbside Recycling Programs:

- Non-Subscription Curbside Recycling Program – For a community that offers a qualifying non-subscription curbside program, the SWMD can credit the entire population of the community that is served by the non-subscription curbside program.
- Subscription Curbside Recycling Service - By default, a SWMD can credit 25 percent of the population for a jurisdiction served by a qualifying subscription curbside service.

Population Credits for Drop-off Recycling Program:

A drop-off is categorized by the number of hours the drop-off is available for use and the population of the jurisdiction in which the drop-off is located. Accordingly, drop-offs are

defined as being in either urban or rural areas and as being available either full-time or part-time.

- Full-time urban drop-off – is in a political jurisdiction with a residential population of 5,000 or more and is available at least 40 hours per week.
- Full-time rural drop-off – is in a political jurisdiction with a residential population of less than 5,000 and is available at least 40 hours per week.
- Part-time urban drop-off – is in a political jurisdiction with a residential population of 5,000 or more and is available for use less than 40 hours per week but is available at a regularly scheduled time at least once a month.
- Part-time, rural drop-off – is in a political jurisdiction with a residential population of less than 5,000 and is available for use less than 40 hours per week but is available at a regularly scheduled time at least once a month.
- Default population credit:
 - Full-Time Urban - 5,000 population credit
 - Part-Time Urban - 2,500 population credit
 - Full-Time Rural - 2,500 population credit
 - Part-Time Rural - 2,500 population credit

The District applied the default population credit method for all locations except the Bowling Green Recycling Center, which used the weight of material collected method as described below.

- Weight of Material Collected Credit Method - This methodology assigns the number of users to an existing drop-off based on weight of material collected. The more material collected the greater the number of users that are assumed to use the site. This methodology is best suited to drop-offs where large quantities of recyclable materials are collected. Using this methodology, a SWMD may be able to assign a higher population credit to a drop-off than would be assigned using the default population credits.

Reference Table B in the Ohio EPA Format 4.1 instructions were used to correlate the weight collected in the reference year for the Bowling Green Recycling Center (867 tons or 1,734,000 pounds) to the population credit (9,200 people), as shown in Table J-2. This only includes materials collected at the BGRC drop-off and does not include material collected through other programs and delivered to the BGRC (i.e., North Baltimore drop-off).

Using Reference Table B in the Ohio EPA Format 4.1 instructions, the District compared the weight collected in the reference year for the BGRC (867 tons or 1,734,000 pounds) to the corresponding population credit (9,200 people), as shown in Table J-2.

Finally, to be a creditable recycling opportunity for achieving Goal 1, a drop-off must meet the criteria for one of the four types of drop-offs described above and meet the general criteria below:

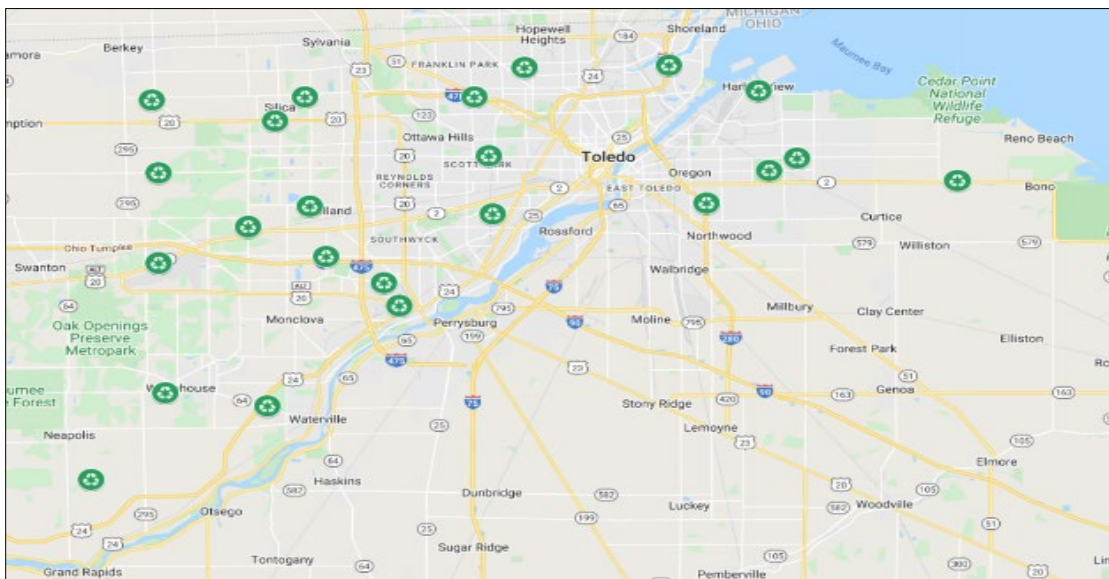
- The drop-off must collect at least five of the materials designated as highly amenable to recycling in the 2020 State Plan. Those materials include corrugated cardboard, newspaper, office paper, mixed paper, glass containers, steel containers, aluminum containers, and plastic containers (residential).
- The drop-off must be available to the public and the public can easily find and access the site.
- The drop-off must meet certain capacity:
 - Rural drop-offs must provide a minimum of six cubic yards of capacity, and;
 - Urban drop-offs must provide a minimum of 10 cubic yards of capacity.
- There must be signs that are adequate to, at a minimum:
 - Direct the public to the site or provide the location of the site,
 - List the materials that are accepted, and
 - Provide days and hours of operation (particularly important if the site is available less than 24 hours per day, seven days per week).
- The drop-off must meet the demand of the population for use of the drop-off site (e.g., provides collection containers with adequate capacity to handle the use of the site, is serviced frequently enough given the use of the site, etc.).

The drop-off does not have to be provided by the SWMD to be considered part of the recycling infrastructure. Municipalities are not permitted to have population credits exceeding 100%.

2. Summary

The estimated opportunity to recycle percentage for Wood County in 2020 was 89%, which exceeds Goal 1. While the loss of one subscription curbside recycling program in 2020 reduced the number of residents with access to recycling in the Village of Millbury, the access percentage was estimated to be 83% in 2023 and 2024.

Figure 6-1. Lucas County Drop-Off Locations



The District is aware that some Wood County residents may be accessing drop-off locations in Lucas County, especially along the Maumee River corridor. However, there is no way to quantify the actual number or percent of residents using these nearby facilities. Even without this data, the District has demonstrated access to recycling opportunities to more than 80% of its residential population for both the reference year and the remaining planning period.

B. Commercial Sector Opportunity to Recycle

If a SWMD opts to achieve Goal 1, then it must also demonstrate that commercial and institutional generators have adequate opportunities to recycle.

Qualifying recycling opportunities for the commercial/institutional sector include:

- A recycling service provider/hauler that offers collection services to commercial/institutional generators throughout the county.
- Drop-off locations within the county (if same as drop-offs that serve the residential sector, then the SWMD must demonstrate that it provides/will provide outreach to commercial/institutional generators about the availability of drop-offs).
- Buyback operations/scrap yards located within the county.
- Material recovery facility recovering recyclables from mixed waste (so long as commercial waste is processed at the facility).

Goal 1 requires that the District demonstrate adequate opportunities for recycling materials generated by commercial establishments. The District selected five materials from a list of materials often generated in large amounts by businesses. The five materials that the District is using for this demonstration are corrugated cardboard, mixed paper, food waste, steel cans and plastic containers. Although Table J-4 only lists five materials, many of the private sector service providers accept and recycle other materials that are generated by commercial businesses.

Table J-4 Demonstration of Commercial Opportunity to Recycle

Service Provider	Type of Recycling Service Provided	Corrugated Cardboard	Mixed Paper	Food Waste	Steel	Plastic Containers
Wood						
Bates Recycling Inc.	Scrap Yard				X	
Bowling Green Recycling Center	Drop-off	X	X		X	X
E&M Recycling	Scrap Yard				X	
Elliot's Scrapping	Scrap Yard				X	
N.A.T. Transportation	Hauler			X		
Republic Services	Hauler	X	X		X	X
Waste Management	Hauler	X	X		X	X

Table J-4, "Infrastructure Demonstration for the Commercial Sector," presents drop-offs, buy backs, scrap yards, haulers, pallet refurbishers, and material recovery facilities that provide recycling opportunities to the commercial/institutional sector. The total number

of recycling opportunities in the District's jurisdiction for five materials designated for the commercial sector to demonstrate compliance with Goal 1 are as follows:

- Corrugated cardboard: 3
- Mixed paper: 3
- Food Waste: 1
- Steel: 6
- Plastic Containers: 3

C. Demonstration of Meeting Other Requirements for Achieving Goal 1

1. Residential/Commercial Waste Reduction and Recycling Rate

A SWMD that opts to achieve Goal 1 must demonstrate having achieved a 25% residential/commercial waste reduction and recycling rate in the reference year or show the District is achieving annual increases during the planning period.

In the reference year, the District's residential/commercial sector had a 23% waste reduction and recycling rate, which is just below the 25% requirement to achieve Goal 2. In Appendix K, Table K-1, the District projects modest increases in waste diversion to attain a recycling rate of 25% by 2021. The District will strive to attain the 25% goal during the planning period.

2. Industrial Waste Reduction and Recycling Rate

The Ohio EPA eliminated the industrial waste reduction and recycling rate percentage goal. However, the District typically has a very high industrial recycling rate (94% for reference year 2020). The SWMD will incorporate a strategic initiative for the industrial sector into its solid waste management plan, as discussed in Appendix H, I and L.

3. Encouraging Participation

The District plans to encourage residents and commercial generators to participate in recycling through the various programs outlined in Appendix I and L.

APPENDIX K WASTE REDUCTION AND RECYCLING RATES AND DEMONSTRATION OF ACHIEVING GOAL 2

Appendix K demonstrates a SWMD's progress toward achieving the residential/commercial reduction and recycling rate established in Goal 2 of the 2020 State Solid Waste Management Plan.

Goal 2 challenges SWMDs to reduce and recycle 25 percent of the solid waste generated by the residential/commercial sector. Waste from the residential/commercial sector is essentially municipal solid waste. Ohio measures diversion from landfills, not just recycling. Thus, composted yard waste also contributes to achieving Goal 2 as does volume reduction achieved through incinerating solid waste.

Even though the District has chosen to demonstrate compliance with Goal 1 of the State Plan, the District will strive to achieve Goal 2 as well.

Table K-1 summarizes the projected waste reduction and recycling rate for the residential/commercial sector in the reference year (2020) and the planning period (2023-2039). The District projects a modest increase from 2020, and projects meeting the 25% threshold by the first year of the planning period.

Table K-1 Annual Rate of Waste Reduction: Residential/Commercial Solid Waste

Year	Population	Recycled	Disposed	Total Generated	Waste Reduction & Recycling Rate (%)	Per Capita Waste Reduction & Recycling Rate (ppd)
2020	131,156	39,571	133,076	172,647	23%	1.65
2021	131,248	40,716	123,170	163,887	25%	1.70
2022	131,341	41,939	123,257	165,197	25%	1.75
2023	131,433	43,224	123,344	166,568	26%	1.80
2024	131,526	44,572	123,431	168,003	27%	1.86
2025	131,618	45,988	123,517	169,506	27%	1.91
2026	131,932	47,475	124,107	171,582	28%	1.97
2027	132,246	49,036	124,401	173,438	28%	2.03
2028	132,560	50,676	124,401	175,077	29%	2.09
2029	132,874	50,676	124,401	175,077	29%	2.09
2030	133,188	50,676	124,401	175,077	29%	2.08
2031	133,292	50,676	124,401	175,077	29%	2.08
2032	133,396	50,676	124,401	175,077	29%	2.08
2033	133,500	50,676	124,401	175,077	29%	2.08
2034	133,604	50,676	124,401	175,077	29%	2.08
2035	133,708	50,676	124,401	175,077	29%	2.08
2036	134,824	50,676	124,401	175,077	29%	2.06
2037	134,848	50,676	124,401	175,077	29%	2.06
2038	134,872	50,676	124,401	175,077	29%	2.06
2039	134,896	50,676	124,401	175,077	29%	2.06

Sources of Information: Data in this table is taken from other portions of the plan including Appendix C, D, E and G.

Sample Calculations: Waste Generated = Reduced/Recycled – Disposed

Per Capita rate = (amount recycled x 2,000) / 365 days / population

Even though the recycle rate for the industrial sector is no longer required by the Ohio EPA, the District surveyed the industrial sector and therefore was able to document the

Appendix K Waste Reduction Rates and Demonstration of Achieving Goal 2

industrial sector data and projection for waste reduction. Table K-2 shows the District's industrial sector annual rate of waste reduction.

Table K-2 Annual Rate of Waste Reduction: Industrial Solid Waste

Year	Waste Reduced and Recycled (tons)	Waste Disposed (tons)	Waste Generated (tons)	Waste Reduction and Recycling Rate (percent)
2020	110,407	7,122	117,529	94%
2021	110,407	7,478	117,885	94%
2022	110,407	7,852	118,259	93%
2023	110,407	8,245	118,651	93%
2024	110,407	8,657	119,064	93%
2025	110,407	9,090	119,496	92%
2026	110,407	9,544	119,951	92%
2027	110,407	10,021	120,428	92%
2028	110,407	10,522	120,929	91%
2029	110,407	10,522	120,929	91%
2030	110,407	10,522	120,929	91%
2031	110,407	10,522	120,929	91%
2032	110,407	10,522	120,929	91%
2033	110,407	10,522	120,929	91%
2034	110,407	10,522	120,929	91%
2035	110,407	10,522	120,929	91%
2036	110,407	10,522	120,929	91%
2037	110,407	10,522	120,929	91%
2038	110,407	10,522	120,929	91%
2039	110,407	10,522	120,929	91%

Sources of Information: Data in this table is taken from other portions of the plan including Appendix D, F and G.

Sample Calculations: Waste Generated = Reduced/Recycled + Disposed

2020 Waste Reduction & Recycling Rate = (2020 Waste Reduced & Recycled / 2020 Waste Generated) x 100

The combined WR-R rate for residential/commercial and industrial sectors is shown in Table K-3. Overall, the WR-R rate is projected to increase to 52% by the end of the planning period from 51% in 2020.

Table K-3 Annual Rate of Waste Reduction: Total Solid Waste

Year	Waste Reduced and Recycled (tons)	Waste Disposed (tons)	Waste Generated (tons)	Waste Reduction and Recycling Rate (percent)
2020	149,978	140,198	290,176	51.7%
2021	151,123	130,649	281,772	53.6%
2022	152,346	131,109	283,455	53.7%
2023	153,631	131,588	285,219	53.9%
2024	154,979	132,087	287,067	54.0%
2025	156,395	132,607	289,002	54.1%
2026	157,882	133,356	291,238	54.2%
2027	159,443	134,128	293,571	54.3%
2028	161,082	134,924	296,006	54.4%
2029	161,082	134,924	296,006	54.4%
2030	161,082	134,924	296,006	54.4%
2031	161,082	134,924	296,006	54.4%
2032	161,082	134,924	296,006	54.4%
2033	161,082	134,924	296,006	54.4%
2034	161,082	134,924	296,006	54.4%
2035	161,082	134,924	296,006	54.4%
2036	161,082	134,924	296,006	54.4%
2037	161,082	134,924	296,006	54.4%

Appendix K Waste Reduction Rates and Demonstration of Achieving Goal 2

Year	Waste Reduced and Recycled (tons)	Waste Disposed (tons)	Waste Generated (tons)	Waste Reduction and Recycling Rate (percent)
2038	161,082	134,924	296,006	54.4%
2039	161,082	134,924	296,006	54.4%

Sources of Information: Tables K-1 and K-2

Sample Calculations: Waste Generated = Reduced/Recycled + Disposed

2020 Waste Reduction & Recycling Rate = (2020 Waste Reduced & Recycled / 2020 Waste Generated) x 100

APPENDIX L MINIMUM REQUIRED EDUCATION PROGRAMS: OUTREACH AND MARKETING PLAN AND GENERAL EDUCATION REQUIREMENTS

A. Minimum Required Education Programs

Under Goal 3 of the 2020 State Plan, the District must provide the following required programs:

- A website;
- A comprehensive resource guide;
- An inventory of available infrastructure; and
- A speaker or presenter.

1. Web Page

Name	Start Date	End Date	Goal
www.recyclewoodcounty.org	Existing	Ongoing	3

The District website home page provides a wide variety of helpful information for residents. The home page includes contact information and a link to the District's Solid Waste Management Plan. It also includes links for the Landfill, Recycling, Events, Recycling Outreach and About Us. Each of these links provide additional categories of information.

Landfill	General Information, Disposal Fees, Mulch Sales, and Yard Waste.
Recycling	General Information, Permanent 24/7 Residential Drop-Off Locations, Curbside Recycling (with links and/or phone numbers to communities with curbside), Household Recycling Locations, Household Recycling Options, and Other Recycling Opportunities.
Events	Upcoming and Past Events, including brochures, pictures and description of activities.
Recycling Outreach	General Information, Presentations, Loan Boxes, Lending Library, Windows on Waste, and Tour Information.
About Us	District Information, Grants, FAQs, Brochures, Policy Committee, Want to Volunteer, Links to Other Organizations.

Residents can also sign up for the quarterly e-newsletter "WOOD You Recycle?" on the website and view several recycling tutorial videos.

The Recycling Outreach Coordinator is responsible for maintaining and updating the website. The website was developed over eight years ago and the District will be evaluating a possible re-design in this planning period. The website upgrade would include on-line analytics to determine how frequently the site is being accessed. The District updates the information on the website as needed and uses the website as a tool

to communicate with residents about recent recycling issues and events. In addition to a possible redesign, the District anticipates future changes/updates to the website as the District implements social marketing initiatives.

2. **Comprehensive Resource Guide**

Name	Start Date	End Date	Goal
Comprehensive Resource Guide	Existing	Ongoing	3

The District has a comprehensive resource guide on its website which helps users find appropriate places to recycle and/or dispose of various materials. The guide is not a single list of information, but is organized by topic on the District's website as follows:

Household Recycling Locations	Lists facilities that provide recycling opportunities and identifies specific items accepted at each facility.
Household Recycling Options	Lists specific recyclable materials and links to facilities that accept the materials, e.g., cell phones, textiles, HHW, appliances, yard waste, tires, etc.
Other Recycling Opportunities	Lists other recycling facilities within the District and other nearby recycling opportunities, e.g., scrap metal recyclers, non-profit drop-off recycling center, HHW facility, and Ohio EPA Materials Marketplace.
Wood County SWMD's Permanent 24/7 Residential Mixed Recycling Drop-off Program	Locations; Accepted materials; Brochures; and Contact Information.
Curbside Recycling	Locations; Contact information for curbside recycling programs, including website link and/or phone number.

Information is also provided about composting and yard waste disposal opportunities. The recycling guide information can be accessed electronically on the District website. Printed copies can also be provided, upon request. The District periodically reviews this information to ensure it is complete, accurate and user-friendly. The District will also be adding the following language to the website and future brochures, "Help us keep our information up to date. If you know of a recycling opportunity that is not listed or have corrections to the listed information, please contact the Wood County Solid Waste Management District office."

3. **Infrastructure Inventory**

Name	Start Date	End Date	Goal
Inventory of Available Infrastructure	Existing	Ongoing	3

The District's inventory of available infrastructure is posted on the District's website. The inventory includes:

Appendix L Minimum Required Education Programs,
Outreach Plan, and General Education Requirements

Solid Waste Management and Disposal Infrastructure	Landfill facilities
Waste Reduction and Recycling Infrastructure	Curbside recycling services; Drop-off recycling sites; Composting facilities.

Currently, there are no scrap tire facilities, transfer facilities, incinerators/waste-to-energy facilities, PAYT trash collection services, recycling centers, or material recovery facilities within the District. Appendix B also includes the above information.

Residents and businesses are frequently directed to the District website to review inventory information. The District will review the infrastructure inventory list annually as this information is reviewed during the preparation of the Annual District Report (ADR). Information in the inventory such as the operational status of facilities and their addresses and contact information will be revised as necessary.

4. Speaker/Presenter

Name	Start Date	End Date	Goal
Recycling Outreach Coordinator	Existing	Ongoing	3

The District employs a Recycling Outreach Coordinator to perform education and outreach activities. This position is responsible for creating and providing waste-related educational programming for youth and adults, providing landfill tours, providing technical assistance, and participating in outreach events. Presentations are tailored to the target audience taking into consideration available recycling infrastructure. In 2020, many presentations were delivered electronically due to the COVID-19 pandemic. The District will keep record of all presentations and speaking engagements, including topic, organization/audience and number attending. The District will be incorporating a survey component to its educational programs to receive feedback from the audience and/or educator.

B. Outreach and Marketing Plan

The 2020 State Plan requires the District to provide education, outreach, marketing, and technical assistance regarding reduction and reuse through an outreach and marketing plan. The outreach and marketing plan will be the District's comprehensive strategy for providing education, technical assistance, and outreach to all its constituents. The outreach and marketing plan will also contain the strategy for evolving the District's environmental education programs away from traditional awareness education towards changing peoples' behaviors.

The District's goal is to get more people to participate in recycling programs, recycle more waste, and reduce contamination from the recycling stream. To do this, the District will emphasize changing residents' and businesses' behaviors, so they are not just aware

of the recycling resources available within the District but also use those resources properly (i.e., market recycling to people to increase quantities recovered).

The District must incorporate the following three components into its outreach and marketing plan.

- The District must address five target audiences (residents, schools, commercial/institutional, industrial, and communities/elected officials);
- The District must follow basic best practices when developing and selecting outreach programs; and
- The District must select an outreach priority and provide education and outreach programs to all appropriate audiences in the context of the priority using social marketing principles and tools. The District's strategy for addressing the outreach priority will be a portion of the overall outreach and marketing plan.

When selecting programs and strategies to address each audience, the District will adhere to the following best practices.

- Be familiar with the solid waste management infrastructure.
 - Understanding the available infrastructure is key to understanding how education, outreach and technical assistance can be most effective.
 - Must have a complete inventory of existing primary recycling infrastructure. See Appendix B.
- Provide outreach within the context of the infrastructure.
 - Align education, outreach and technical assistance with available recycling infrastructure.
 - If there is adequate infrastructure, focus on getting people to use it; if there is not, focus on establishing the infrastructure.
- Develop and implement outreach effectively by:
 - Understanding the different needs of different audiences;
 - Focusing on changing behavior not just creating awareness;
 - Having measurable outcomes to achieve;
 - Using a consistently and frequently repeated message; and
 - Evaluating the results to determine if the program is achieving the desired outcome.

Using the best practices described above, the District's outreach and marketing plan will consist of a combination of programs the District has historically provided, existing programs the District will modify, and new programs.

Table L-1 summarizes the District's outreach and marketing plan efforts and identifies the target audience. Some recent outreach materials are included in Appendix X.

Table L-1. Summary of Outreach Programs and Targeted Audience

Outreach Program	Start Date	End Date	Goal	Target Audience				
				Residents	Schools	Industrial	Institutions/ Commercial	Elected Officials
Website*	Existing	Ongoing	3, 4	X	X	X	X	X
Comprehensive Resource Guide*	Existing	Ongoing	3, 4	X			X	X
Infrastructure Inventory*	Existing	Ongoing	3, 4	X			X	X
Campaign to Reduce Drop-off Contamination	2023/2024	Ongoing – based on evaluation	4	X			X	X
Advertising/Media	Existing	Ongoing	4	X	X	X	X	X
Speaker/Presentations	Existing	Ongoing	3, 4	X	X	X	X	X
Special Events	Existing	Ongoing	4	X	X			X
Electronic Newsletter	Existing	Ongoing	4	X	X	X	X	X
Wood County Government Recycling	Existing	Ongoing	4				X	
Commercial Survey Outreach	2023	Ongoing	4				X	
Economic Development Roundtable Luncheons	2023	Ongoing	4			X		
Annual Township Meeting/Community Outreach	Existing	Ongoing	4					X
Environmental Education Loan Box Program	Existing	Ongoing	4		X			
Curriculum-based Presentations for Schools	Existing	Ongoing	4		X			

Note: * website, comprehensive resource guide, recycling infrastructure were discussed above.

1. Residential Sector

Name	Start Date	End Date	Goal
Advertising/Media	Ongoing	Ongoing	Goal 1, 2, 4

The District relies heavily on its website as a means of promoting events, describing services, identifying recycling and waste disposal opportunities, and educating the public on available services and infrastructure. When necessary, the District will also purchase advertisement space in local publications.

Prior to the Covid-19 pandemic, the District purchased at least one billboard advertisement per year as part of the annual billboard artwork contest. The contest is open to all kindergarten – 7th grade students residing in Wood County. Each year, the District selects a theme, and the students are asked to design their artwork promoting this message. One winner is selected, honored during a school assembly and then the child's entry is posted on a local billboard for one month. The program was suspended in 2020 and 2021 due to the pandemic.

The Recycling Outreach Coordinator is a guest on a local radio station in Bowling Green, Ohio at least quarterly. This provides the District with an opportunity to promote recycling, upcoming events, and communicate program challenges/successes with a large audience. Occasionally, the local newspapers will cover a recycling related story, which also provides program exposure. The District has not utilized television advertisements due to the cost.

The District has a large collection of brochures and pamphlets describing various programs. The Household Recycling Guide is posted on the website and is printed as needed. Brochures providing information on locations that recycle items such as used oil, batteries, paint, tires, scrap metal, electronics, mixed office paper, books and other household items are also available. Other brochures focus on composting, local recycling programs, and the Wood County Landfill. These brochures are distributed at community events, presentations, and other locations throughout the County. The District attempts to direct residents to the website rather than print large number of brochures and pamphlets that frequently need updated.

Currently, the District does not have an official presence on social media. On occasion, the Recycling Outreach Coordinator will provide information to a community leader of a host drop-off site to share on the community's Facebook page or other social media outlet. This has been an effective tool to reach a specific audience. In the planning period, the District will evaluate The Recycling Partnership's "Recycling Social Media Kit" to help develop a social media program for the District and will recommend the toolkit to communities within the District.

Name	Start Date	End Date	Goal
Speaker/Presentations	Ongoing	Ongoing	Goal 1, 2, 3, 4

Historically, the District's primary focus for presentations has been education and public awareness about solid waste management and recycling. Some of the programs provided by the Outreach Recycling Coordinator include:

- Recycle Right – education on proper recycling
- Compost 101 – basics of backyard composting
- Home Safe Home – safe alternatives to household chemicals
- Recycled arts and crafts – upcycle common items into crafts

The District's new strategy will be to incorporate social marketing principles into these outreach efforts and focus on changing behavior rather than just creating awareness. Presentations will be tailored to a target audience, taking into account the available recycling infrastructure of that audience. For example, if a particular community has curbside, the outreach will be tailored to the proper use of curbside recycling. If the community uses drop-off recycling, the program will be geared toward the proper use of drop-offs. The same principles will be extended to school presentations and in some instances, both types of programs will need to be addressed.

Some of the historical presentations provided to the public and in the school system will likely continue. However, new presentations will be developed incorporating behavior changing goals, i.e., increase recycling and decrease contamination issues in curbside and drop-off programs. The District will track the number of presentations provided and when possible, seek feedback by use of a comment form or survey following a presentation.

Name	Start Date	End Date	Goal
Special Events	Ongoing	Ongoing	Goal 1 and 2

Tours

The District provides tours of the Wood County Landfill. Groups are taken to the working face where garbage is being compacted. The District explains the construction process and the technology required to dispose of garbage safely.

Earth Day

The District partners with over twenty (20) community organizations and businesses to coordinate events, volunteer opportunities and educational presentations throughout the month of April. Each partner is responsible for organizing opportunities for community involvement throughout the month, which are advertised/promoted by all involved. Examples include litter cleanups, Campus Eco Fairs, invasive species removal and educational presentations. At the end of the month, volunteers and community members are invited to a Community Earth Day Celebration which features informational displays and family activities. While Earth Day activities were not held in 2020, the District expects to continue participating in this event over the planning period.

Wood County Fair

In 2020, the Wood County Fair was canceled due to the Covid-19 pandemic but returned for the 2021 season. The District utilizes its education trailer to set up a display at the fair. The display includes several brochures on recycling and proper waste disposal, and a staff member is available to answer questions about solid waste management practices in Wood County. When funding allows, advertising and promotional items are purchased to encourage residents to visit the display and promote recycling. In 2021, the District provided two interactive games geared toward educating residents on acceptable items for recycling.

The fair would be another opportunity to incorporate social marketing techniques in the District's outreach efforts. The fair is attended by over 100,000 individuals within a one-week period. It is the largest event the District participates in on an annual basis and provides significant opportunities for interaction with residents. The District could have a theme or focus for the booth promoting recycling and decreasing contamination. One way to measure the number of interactions and gather information would be to have a raffle and require a short survey to be filled out as an entry form. The survey questions could address why the resident does or does not recycle and outreach could be developed based on their responses.

The District disperses the largest quantity of brochures, household recycling guides and promotional materials during this event. The District also provides ClearStream containers and works with the Fair Board to implement additional recycling and waste reduction strategies.

Shredding Event

In 2018 - 2020, the District partnered with the Wood County Department of Jobs and Family Services (JFS) to host an annual Personal Shredding Event for Wood County residents. Residents could bring up to five boxes of material to be shredded securely onsite and then recycled. In return, residents were asked to donate a toy or gift card to support children involved in the JFS system during the holidays. The District paid for the cost of the shredding contract and provided staffing and promotional assistance. The event is popular, and the District is working with JFS to host two shredding events annually in the future.

Other Special Events

The District also has opportunities to participate in the Perrysburg Farmer's Market, Harrison Rally Days, the Black Swamp Arts Festival, Pemberville Fair and many other special events. In sum, the District participates in 15-20 events per year. These events provide an opportunity to interact with residents within the community. Brochures, Household Recycling Guides and promotional items are provided at all events.

Name	Start Date	End Date	Goal
Electronic Newsletter	Ongoing	Ongoing	Goal 1 and 2

The District issues a quarterly electronic newsletter called "WOOD you recycle?" that contains updates about recycling programs and upcoming events. The e-newsletter also provides staff updates and information about the landfill, composting, ocean pollution, littering, sustainability, electronics recycling, recycling right and other similar topics.

2. Commercial/Institutional Sector

Name	Start Date	End Date	Goal
Wood County Government Recycling	Ongoing	Ongoing	Goal 1 and 2

The District will contact each agency annually to identify the person responsible for the recycling program. District staff will check on participation, offer help as necessary and verify the infrastructure and/or containers are sufficient. Some of the Wood County recycling is taken to the Bowling Green Recycling Center and some is collected by Republic Services. It is difficult to determine agency volumes given the method of collection.

Name	Start Date	End Date	Goal
Commercial Survey Outreach	2023	Ongoing	Goal 1 and 2

The number of commercial recycling surveys received by the District continues to decrease. The District does not believe a marketing strategy will be effective due to the

voluntary nature of the survey. The District will attempt to reach more commercial business by direct contact, emails to businesses, attendance at Chamber of Commerce functions and networking. The District will try to assist small businesses to find recycling solutions at the Bowling Green Recycling Center or with a private provider. The District will also check-in with some of the agencies that were previously served by WLI to make sure that they have found an alternative recycling program.

3. Industrial Sector

Name	Start Date	End Date	Goal
Economic Development Luncheons	Ongoing	Ongoing	Goal 1 and 2

District staff will attend the monthly economic development roundtable luncheons to network with local industry and provide technical assistance and/or grant opportunities when available.

4. Political Leaders

Name	Start Date	End Date	Goal
Annual Township Meeting/Community Outreach	Ongoing	Ongoing	Goal 1 and 2

The District provides a booth at the annual Township Trustee Winter Meeting. The event is attended by county agencies, township trustees, county elected officials and some state officials. The District did not attend in 2020 due to the pandemic but expects to provide a booth in the future. This event is an excellent opportunity to network with elected officials. The District is given an opportunity to provide an update on the county's 24/7 drop-off recycling program at the meeting.

The District also has direct communication with mayors, trustees, and other officials from the host communities of the 24/7 drop-off program. The District has found that when issues arise at the sites, it is best to deal directly with local officials to understand their concerns and find solutions. The District will check-in quarterly with the 24/7 drop-off program host community leaders.

5. Schools

Name	Start Date	End Date	Goal
Environmental Education Loan Box Program	Ongoing	Ongoing	Goal 1,2,3,4

Educators are always looking for new activities to introduce to their classroom. In response, several loan boxes were designed and contain material for some of the District's most popular youth presentations. Examples include Edible Landfill, Newspaper Pot Making, Litter Playground, and several others. Educators, 4-H clubs, scout groups and other organizations are also encouraged to borrow these kits to help supplement

environmental lessons. The District may also consider creating some adult education and outreach loan boxes.

Name	Start Date	End Date	Goal
Curriculum-based Presentations for Schools	Ongoing	Ongoing	Goal 1,2,3,4

The District provides a wide variety of curriculum-based presentations and activities for k-12 schools. Some of the presentations provided are listed below:

- Happy Recyclables – pre-K and K presentation.
- Litter Playground - pre-K and K presentation.
- Michael Recycle - pre-K and K presentation.
- The 3 R's - explanation and what happens to recycled materials.
- Green Shopping – how to be an eco-conscious consumer.
- Recycle Right Relay - interactive game in which students sort materials and determine if they belong in the trash, curbside/drop-off recycling, or special recycling program.
- Watershed and Biomes - impact of pollution and litter on watershed systems.
- Edible Landfills - participants build their own landfill based on liner system using food.
- Virtual presentations (synchronous and asynchronous) - available on YouTube and can be sent directly to educators.

C. Outreach Priority

Outreach Priority	Start Date	End Date
Campaign to Decrease Contamination in the Countywide 24/7 Drop-off Program	2023/2024*	Ongoing – based on evaluation of results

* Start date unknown due to new staff

The District's outreach priority for this planning period will be a campaign to decrease contamination at the County's drop-off recycling program locations. The marketing campaign will be directed at two adjacent 24/7 drop-off recycling locations. The locations will be selected based on a visual audit of the level of contamination and the size of the site. Preference will be given to sites with five or more bins to ensure the campaign reaches a large audience.

After the two sites have been determined, the District will research the most efficient and statistically reliable methods to perform waste audits and resident surveys at the site. The District will utilize The Recycling Partnership's recently developed toolkit for reducing contamination at drop-offs. The District will also collaborate closely with Republic Services (or current recycling provider) in performing waste audits.

In late spring, the District will perform waste audits on a representative amount of recyclables in the bins and staff will interview residents who are using the facility. The residents will be surveyed, and their recyclables inspected. Staff will have the opportunity to educate those who are misusing the facility and encourage those who are recycling

correctly. This process is expected to take place over several weeks and all findings will be documented. These findings will serve as the baseline for use in the campaign.

The next step will be reaching out to the mayor of each community to: (1) share the baseline information, (2) obtain a better understanding of the local site issues, and (3) seek their support in marketing the program on Facebook and other local social media outlets. The District will then provide outreach to the communities by a combination of targeted efforts, such as mailers, billboards, presentations, fair booth, direct contact with residents and other similar outreach. The District may try to incorporate a reward or recognition for those residents found to be "recycling right" at the site.

At the end of summer, the District will perform a follow-up waste audit and resident survey at the drop-off locations and compare the results. If contamination has been reduced and/or survey information supports changed behavior, the strategy may be extended to other communities.

The overall theme of reducing contamination will also be incorporated into many of the District's existing county-wide outreach activities, including presentations, advertisements, website posting, electronic newsletter and school activities. Most of the marketing ideas listed above will include some type of evaluation component, but the most important indicator of success will be an increase in measured recycling and a decrease in contamination.

APPENDIX M WASTE MANAGEMENT CAPACITY ANALYSIS

In 2021, the Wood County Landfill's current capacity (utilizing the landfill's existing footprint) was estimated at approximately 3.4 years. However, Wood County is currently planning a horizontal and vertical expansion, which will extend the landfill's estimated life to over 100 years. The Evergreen Recycling and Disposal Facility Landfill has permitted disposal capacity extending beyond the 15-year planning period. Both the Wood County Landfill and the Evergreen Recycling & Disposal Facility have significant unpermitted adjacent acreage.

The two closest out-of-district facilities that currently accept Wood County generated solid waste have significant permitted available disposal capacities. These two facilities are the Hancock County Landfill (approximately 28 years disposal capacity) and the County Environmental of Wyandot Landfill (approximately 135 years disposal capacity).

There are also other facilities such as Pine Grove Regional Facility, Sunny Farms (Seneca County), Crawford County, Cherokee Run, Port Clinton, Erie County, Defiance County and Williams County that are within hauling distance of the District. Facilities in Michigan such as Vienna Junction, Carleton Farms and the Adrian Landfill are also an option. While not all these facilities are presently utilized, they are available if nearby facilities became unable to accept Wood County generated solid waste.

A. Access to Publicly Available Landfill Facilities

Table M-1 summarizes the remaining life at the publicly available landfills in the District. The Wood County Landfill is owned and operated by the Wood County Board of Commissioners and is permitted by Ohio EPA to accept up to 499 tons of municipal solid waste per day. Evergreen Recycling and Disposal Facility is privately owned and operated by Waste Management, Inc. This facility is located at 2625 East Broadway, Northwood, Ohio. The Evergreen Recycling & Disposal Facility accepts municipal solid waste and industrial solid waste.

Table M-1 Remaining Operating Life of Publicly Available Landfills

Facility Name	County	State	Remaining Capacity (years)
<i>In-District</i>			
Wood County Landfill	Wood	Ohio	111*
Evergreen Recycling & Disposal	Wood	Ohio	36
<i>Out-of-District</i>			
Port Clinton Landfill Inc	Sandusky	Ohio	5
Defiance County Sanitary Landfill	Defiance	Ohio	54
Hancock County Landfill	Hancock	Ohio	28
County Environmental of Wyandot	Wyandot	Ohio	135
Sunny Farms Landfill LLC	Seneca	Ohio	7
<i>Out-of-State</i>			
Vienna Junction		Michigan	9

Sources: Ohio EPA. 2020 Facility Data Report, Table 13 - Landfill Remaining Capacities and Daily Waste Receipts Amounts - Municipal Solid Waste Landfills

Michigan Department of Environmental Quality. 2020 Report of Solid Waste Landfilled in Michigan, Table 10 Facility Capacity

* Current expansion will increase 2020 capacity of 3 years to 111 years of capacity

The Wood County Landfill is presently planning an expansion project. The horizontal and vertical expansions will add approximately 8.9 million cubic yards of space and give the Wood County Landfill approximately 111 years of capacity based on current waste intake.

The Wood County Solid Waste Management District is committed to ensuring that adequate capacity is available for the District through the planning period and is willing to provide support to the Wood County Landfill, if needed. In turn, the Wood County Landfill is committed to providing a capacity assurance guarantee to the District through reservation of capacity throughout the planning period, if needed.

The District may provide financial support to the Wood County Landfill for waste reduction and recycling services necessary for plan implementation. Grants for cleanup projects, such as improper disposal or disaster cleanup, are also allowable under the plan. Currently, the District provides funds for future closure/post-closure costs at the Wood County Landfill, which could include costs of leachate handling facilities and treatment. The District may also assist financially in future gas-to-energy projects located at the Wood County Landfill.

The purpose of these landfill support expenditures is to ensure long-term disposal capacity for District residents in an environmentally responsible, safe, and healthy manner. However, annual expenditures for these purposes are subject to availability of funds.

B. Access to Captive Landfill Facilities

Captive landfill facility refers to a privately-owned industrial or residual solid waste landfill that is used to dispose of solid waste generated exclusively by the owner of the landfill facility. There are no captive landfills in the District.

C. Incinerators and Energy Recovery Facilities

There are no incinerators or resource recovery facilities located in the District. Only a negligible amount of solid waste was recorded by an out-of-district facility.

APPENDIX N EVALUATING GREENHOUSE GAS EMISSIONS

A. Overview

EPA created the Waste Reduction Model (WARM) to provide high-level estimates of potential greenhouse gas (GHG) emissions reductions, energy savings, and economic impacts from several different waste management practices. WARM estimates these impacts from baseline and alternative waste management practices—source reduction, recycling, anaerobic digestion, combustion, composting, and landfilling.

WARM is a tool that US EPA developed to quantify the effects of waste management decisions on greenhouse gas emissions. The model demonstrates the benefits of alternative management technologies over traditional management methods. The most recent version of WARM was made available in March 2015. A SWMD can use a different but comparable modelling program to calculate greenhouse gas emission reductions provided the model accounts for waste management and recycling activities. WARM is intended to compare municipal solid waste management scenarios. Therefore, only data from the residential/commercial sector was used.

Although the stated mission of the District does not include reducing the amount of GHG, climate change has focused attention on the greenhouse effect. The greenhouse effect is the natural process of the sun warming the Earth's surface. Greenhouse gases in the atmosphere (primarily carbon dioxide, methane, nitrous oxide, ozone, and water vapor) trap the sun's heat and cause the global temperature to rise, otherwise known as global warming. All human activity, including the things we use and the way we dispose of those things influences the amount of GHG released.

Each SWMD will run WARM twice and include the results in the solid waste management plan:

- For the first run, enter all quantities recycled in the reference year in the landfill column (for the baseline year) and for the alternative scenario, enter the quantities recycled in the tons recycled column.
- For the second run, enter the quantities of residential/commercial material recycled in the reference year in the tons recycled column (for the baseline scenario), and then enter the quantities projected to be recycled in the sixth year of the planning period in the alternative scenario column.

The intention of WARM is to illustrate the emission reductions that result from recycling and waste reduction activities. Ohio EPA recommends that SWMDs use the default settings in the WARM model to provide equivocal comparisons between greenhouse gas emission reductions. These default settings include:

- The National Average for Step 3 - Landfill Characteristics; and
- The Default Distance in Step - Waste Transport Characteristics.

SWMDs should choose "Units of Energy (million BTU)" as the Results Output in Step 5. This will allow for the additional comparisons showing the equivalent household energy savings, barrels of oil and gallons of gasoline saved.

B. WARM Model Summary

This report shows the metric tons of carbon dioxide equivalent (MTCO₂E), which describes the global-warming potential of all common greenhouse gases as an equivalent of carbon dioxide. Negative values indicate greenhouse gas savings and positive values indicate increasing emissions.

Table E-5 "Residential/Commercial Material Recovered in the Reference Year" was used to populate the detailed material data for scenario #1. The Residential/Commercial Recovery Projections by Program/Source Total for Year 6 (2028) was used to calculate the percent change from 2020 to 2028 (28%).

Each WARM material category was calculated by adjusting the reported 2020 value by +28%. Values input into each WARM scenario are summarized below in Table N-1 and N-2. Note that some material categories did not allow for entry in "tons recycled" in the Alternative Scenario. For example, yard trimmings and branches could only be entered as combusted, landfilled, composted, or anaerobically digested. Since this material was likely composted, those values were entered as such. Food waste was also entered in the "composted" category for the alternative management analysis scenario.

Table N-1 Summary of Material Categories

Material	Category in WARM
Appliances/ "White Goods"	Mixed Metals
Household Hazardous Waste	Omit
Used Motor Oil	Omit
Electronics	Mixed Electronics
Scrap Tires	Tires
Dry Cell Batteries	Mixed Metals
Lead-Acid Batteries	Mixed Metals
Food	Food Waste
Glass	Glass
Ferrous Metals	Aluminum Cans
Non-Ferrous Metals	Steel Cans
Corrugated Cardboard	Corrugated Containers
All Other Paper	Mixed Paper
Plastics	Mixed Plastics
Textiles	Carpet
Wood	Branches
Rubber	Mixed Recyclables
Commingled Recyclables (Mixed)	Mixed Recyclables
Yard Waste	Yard Trimmings
Other (Aggregated)	Mixed Recyclables

Table N-2 Reference Year and Year 6 Used in the WARM Model

WARM Material	Reference Year 2020 (tons)	Projected 2029 (tons)
Corrugated Containers	6,191	7,924
Mixed Paper (general)	1,677	2,147
Food Waste	8,525	10,912
Yard Trimmings	14,848	19,005
Mixed Plastics	283	362
Mixed Electronics	0.0	0
Aluminum Cans	191	245
Steel Cans	42	54
Mixed Metals	879	1,125
Glass	280	358
Carpet	8	10
Tires	1,856	2,376
Mixed Recyclables	4,482	5,737
Branches	310	397
Total	39,571	50,651

Source: Reference Year 2020 values from Table E-5.

Calculations: Percent Increase from 2020 to 2029 = Unadjusted Total for 2029 – Unadjusted Total 2020 / Unadjusted Total for 2020
 (50,676 tons - 39,577 tons) / 39,577 tons = 28% increase for each WARM material

The baseline scenario in Table N-3 assumes that all the material recycled in 2020 was landfilled while the alternative scenario assumes all this material was recycled/reduced. In 2020, the estimated energy saved through recycling was 249,804 million BTU.

This is equivalent to:

- Conserving 2,726 Households' Annual Energy
- Conserving 42,995 Barrels of Oil
- Conserving 2,073,883 Gallons of Gasoline

Table N-4 presents a summary of the comparison between the GHG emissions offset between 2020 and 2036 through recycling/reducing waste. Note that yard waste, food waste, and branches were input into the composted column as they could not be entered as recycled. Between 2020 and 2036, the estimated energy saved through recycling will be 170,047 million BTU.

This is equivalent to:

- Conserving 1,856 Households' Annual Energy
- Conserving 29,268 Barrels of Oil
- Conserving 1,411,739 Gallons of Gasoline

Table N-3 Reference Year (2020) WARM Model Results

WARM

File

HomeData Entry - (2036projection.warm)Data Entry - (ref year.warm)ReportReport

Waste Reduction Model (WARM)

Summary Report (Energy)

GHG Emissions Waste Management Analysis for Wood County SWMD

Prepared by:

Project Period for this Analysis: 1/1/2020 to 12/31/2020

Material	Baseline Scenario						Alternative Scenario						Change (Alt-Base) million BTU	
	Tons Recycled	Tons Landfilled	Tons Combusted	Tons Composted	Tons Anaerobically Digested	Total million BTU	Tons Source Reduced	Tons Recycled	Tons Landfilled	Tons Combusted	Tons Composted	Tons Anaerobically Digested		Total million BTU
Corrugated Containers	0.00	6191.00	0.00	N/A	N/A	-1291.45	0.00	6191.00	0.00	0.00	N/A	N/A	-93504.20	-92212.75
Mixed Paper (general)	0.00	1677.00	0.00	N/A	N/A	-289.87	0.00	1677.00	0.00	0.00	N/A	N/A	-34486.03	-34196.16
Food Waste	N/A	8525.00	0.00	0.00	0.00	-21.59	0.00	N/A	0.00	0.00	8525.00	0.00	6241.55	6263.14
Yard Trimmings	N/A	0.00	14848.00	0.00	0.00	-39164.21	N/A	N/A	0.00	0.00	14848.00	0.00	3875.33	43039.54
Branches	N/A	0.00	310.00	0.00	0.00	-817.68	N/A	N/A	0.00	0.00	310.00	0.00	80.91	898.59
Mixed Plastics	0.00	283.00	0.00	N/A	N/A	75.92	0.00	283.00	0.00	0.00	N/A	N/A	-9911.41	-9987.33
Aluminum Cans	0.00	191.00	0.00	N/A	N/A	51.24	0.00	191.00	0.00	0.00	N/A	N/A	-29178.01	-29229.25
Steel Cans	0.00	42.00	0.00	N/A	N/A	11.27	0.00	42.00	0.00	0.00	N/A	N/A	-838.58	-849.85
Mixed Metals	0.00	879.00	0.00	N/A	N/A	235.81	0.00	879.00	0.00	0.00	N/A	N/A	-58497.34	-58733.15
Glass	0.00	280.00	0.00	N/A	N/A	75.12	0.00	280.00	0.00	0.00	N/A	N/A	-595.11	-670.23
Carpet	0.00	8.00	0.00	N/A	N/A	2.15	0.00	8.00	0.00	0.00	N/A	N/A	-171.52	-173.66
Tires	0.00	1856.00	0.00	N/A	N/A	497.91	0.00	1856.00	0.00	0.00	N/A	N/A	-6686.37	-7184.28
Mixed Recyclables	0.00	4482.00	0.00	N/A	N/A	-240.42	N/A	4482.00	0.00	0.00	N/A	N/A	-67009.23	-66768.81
						-40875.81							-290680.01	

a) For explanation of methodology, see the EPA WARM Documentation

b) Emissions estimates provided by this model are intended to support voluntary GHG measurement and reporting initiatives.

Total Change in Energy Use (million BTU): -249804.20

This is equivalent to...
Conserving 2726 Households' Annual Energy
Conserving 42995 Barrels of Oil
Conserving 2073883 Gallons of Gasoline

Summary

Analysis

Production + EOL

Charts

Table N-4 WARM Model Results Change in BTU from 2020 to 2036 from Residential/Commercial Recycling

WARM

File

Home

*Data Entry - (2036projection.warm)

Data Entry - (ref year.warm)

Report

Report

Report

Waste Reduction Model (WARM)

Summary Report (Energy)

GHG Emissions Waste Management Analysis for

Prepared by:

Project Period for this Analysis: 1/1/2020 to 1/1/2036

Material	Baseline Scenario						Alternative Scenario						Change (Alt-Base) million BTU	
	Tons Recycled	Tons Landfilled	Tons Combusted	Tons Composted	Tons Anaerobically Digested	Total million BTU	Tons Source Reduced	Tons Recycled	Tons Landfilled	Tons Combusted	Tons Composted	Tons Anaerobically Digested		Total million BTU
Corrugated Containers	6191.00	0.00	0.00	N/A	N/A	-93504.20	0.00	7924.00	0.00	0.00	N/A	N/A	-119678.12	-26173.93
Mixed Paper (general)	1677.00	0.00	0.00	N/A	N/A	-34486.03	0.00	2147.00	0.00	0.00	N/A	N/A	-44151.17	-9665.14
Food Waste	N/A	0.00	0.00	8525.00	0.00	6241.55	0.00	N/A	0.00	10912.00	0.00	0.00	-24362.18	-30603.73
Yard Trimmings	N/A	0.00	0.00	14848.00	0.00	3875.33	N/A	N/A	0.00	19005.00	0.00	0.00	-50129.03	-54004.36
Branches	N/A	0.00	0.00	310.00	0.00	80.91	N/A	N/A	0.00	397.00	0.00	0.00	-1047.16	-1128.07
Mixed Plastics	283.00	0.00	0.00	N/A	N/A	-9911.41	0.00	362.00	0.00	0.00	N/A	N/A	-12678.20	-2766.79
Aluminum Cans	191.00	0.00	0.00	N/A	N/A	-29178.01	0.00	245.00	0.00	0.00	N/A	N/A	-37427.29	-8249.28
Steel Cans	42.00	0.00	0.00	N/A	N/A	-838.58	0.00	54.00	0.00	0.00	N/A	N/A	-1078.17	-239.59
Mixed Metals	879.00	0.00	0.00	N/A	N/A	-58497.34	0.00	1125.00	0.00	0.00	N/A	N/A	-74868.61	-16371.27
Glass	280.00	0.00	0.00	N/A	N/A	-595.11	0.00	358.00	0.00	0.00	N/A	N/A	-760.90	-165.78
Carpet	8.00	0.00	0.00	N/A	N/A	-171.52	0.00	10.00	0.00	0.00	N/A	N/A	-214.40	-42.88
Tires	1856.00	0.00	0.00	N/A	N/A	-6686.37	0.00	2376.00	0.00	0.00	N/A	N/A	-8559.70	-1873.34
Mixed Recyclables	4482.00	0.00	0.00	N/A	N/A	-67009.23	N/A	5737.00	0.00	0.00	N/A	N/A	-85772.41	-18763.18
						-290680.01							-460727.34	

a) For explanation of methodology, see the [EPA WARM Documentation](#)

b) Emissions estimates provided by this model are intended to support voluntary GHG measurement and reporting initiatives.

Total Change in Energy Use (million BTU): -170047.33

This is equivalent to...

Conserving 1856 Households' Annual Energy

Conserving 29268 Barrels of Oil

Conserving 1411739 Gallons of Gasoline

Summary

Analysis

Production + EOL

Charts

APPENDIX O FINANCIAL PLAN

Appendix O reviews the funding mechanisms available to the District, identifies those that are currently in place, and projects anticipated revenues from these resources for each year of the planning period. This section also reviews historical and projected plan expenditures and provides a detailed explanation for each expense category.

The District is committed to implementing planned strategies, programs and/or activities in a cost-effective manner. The budget tables prepared for this plan update demonstrate that the District will have adequate funding through the planning period to implement the solid waste management plan.

Budget projections are not a binding commitment by the District to expend a specific amount of money on a particular strategy, facility, program and/or activity. The District will review and revise the budget as needed, with input from the Wood County Board of Commissioners and Policy Committee, to ensure effective implementation of plan strategies, programs and/or activities.

The District will expend solid waste district funds in accordance with the ten allowable uses prescribed in ORC 3734.57(G).

A. Funding Mechanisms and Revenue Generated

1. Disposal Fee

Table O-1 Disposal Fee Schedule and Revenue

Year	Disposal Fee Schedule (\$/ton)			Revenue (\$)			Total Disposal Fee Revenue (\$)
	In-District	Out-of-District	Out-of-State	In-District	Out-of-District	Out-of-State	
2016	\$2	\$4	\$2	\$182,575	\$400,657	\$11,834	\$595,067
2017	\$2	\$4	\$2	\$180,100	\$362,894	\$11,751	\$554,744
2018	\$2	\$4	\$2	\$193,447	\$342,568	\$9,437	\$545,452
2019	\$2	\$4	\$2	\$189,798	\$320,192	\$9,421	\$519,411
2020	\$2	\$4	\$2	\$206,246	\$256,671	\$8,612	\$471,529
2021	\$2	\$4	\$2	\$210,085	\$270,664	\$7,380	\$488,129
2022	\$2	\$4	\$2	\$216,387	\$251,718	\$6,716	\$474,821
2023	\$2	\$4	\$2	\$222,879	\$234,098	\$6,112	\$463,088
2024	\$2	\$4	\$2	\$229,565	\$217,711	\$5,561	\$452,837
2025	\$2	\$4	\$2	\$236,452	\$202,471	\$5,061	\$443,984
2026	\$2	\$4	\$2	\$243,546	\$188,298	\$4,605	\$436,449
2027	\$2	\$4	\$2	\$250,852	\$175,117	\$4,191	\$430,160
2028	\$2	\$4	\$2	\$258,377	\$162,859	\$3,814	\$425,050
2029	\$2	\$4	\$2	\$258,377	\$162,859	\$3,814	\$425,050
2030	\$2	\$4	\$2	\$258,377	\$162,859	\$3,814	\$425,050
2031	\$2	\$4	\$2	\$258,377	\$162,859	\$3,814	\$425,050
2032	\$2	\$4	\$2	\$258,377	\$162,859	\$3,814	\$425,050
2033	\$2	\$4	\$2	\$258,377	\$162,859	\$3,814	\$425,050
2034	\$2	\$4	\$2	\$258,377	\$162,859	\$3,814	\$425,050
2035	\$2	\$4	\$2	\$258,377	\$162,859	\$3,814	\$425,050
2036	\$2	\$4	\$2	\$258,377	\$162,859	\$3,814	\$425,050
2037	\$2	\$4	\$2	\$258,377	\$162,859	\$3,814	\$425,050
2038	\$2	\$4	\$2	\$258,377	\$162,859	\$3,814	\$425,050
2039	\$2	\$4	\$2	\$258,377	\$162,859	\$3,814	\$425,050

Table O-1b: Historical Revenue Analysis (Revenue \$)

Annual change in revenue received (\$)				Annual percentage change in revenue received (%)			
Year	In-District	Out-of-District	Out-of-State	Year	In-District	Out-of-District	Out-of-State
2016	-	-	-	2016	-	-	-
2017	-\$2,476	-\$37,763	-\$83	2017	-1.4%	-9.4%	-0.7%
2018	\$13,347	-\$20,326	-\$2,314	2018	7.4%	-5.6%	-19.7%
2019	-\$3,649	-\$22,376	-\$16	2019	-1.9%	-6.5%	-0.2%
2020	\$16,448	-\$63,522	-\$808	2020	8.7%	-19.8%	-8.6%
2021	\$3,839	\$13,994	-\$1,232	2021	1.9%	5.5%	-14.3%
Avg.	\$5,502	-\$25,999	-\$891	Avg.	2.9%	-7.2%	-8.7%

The largest source of revenue for the District is disposal fees. Disposal fees are collected on each ton of solid waste disposed at landfills in the District. The only two landfills located in the District are the Wood County Landfill and Evergreen Recycling & Disposal Facility. The District's disposal fees are currently \$2.00 per ton in-district, \$4.00 per ton out-of-district and \$2.00 per ton out-of-state. In 2020, the District received \$471,529 in disposal fees.

The Wood County Landfill has experienced a steady increase of in-district tonnage disposal over the past three years, while Evergreen Recycling & Disposal Facility has experienced a significant decrease of out-of-district and out-of-state tonnage over that same period. Since Evergreen is a much larger facility than the Wood County Landfill, the facility's decreasing tonnage has a greater impact on overall disposal fees. As a result, the District's annual disposal fee revenue has decreased by 21% between 2016-2020. In 2021, the District experienced an increase of 3.5% over 2020, mainly attributable to an increase in out-of-district tonnage.

Due to decreasing disposal fees and fluctuating tonnage, the District's revenue estimates are conservative. For 2023, the District projects a 3% increase in in-district disposal fees, 7% decrease in out-of-district disposal fees and a 9% decrease for out-of-state disposal fees. The District will apply the increase/decrease over each fee category for the first six years of the planning period and will hold the amounts constant for the remaining years. The percentage increase/decrease was based on the average percent change in each category over 2016-2021.

The District anticipates the \$2.00/\$4.00/\$2.00 waste disposal fee structure will provide sufficient revenue to implement plan activities through the planning period. Although the District has no plans to adjust the disposal fee schedule during the planning period, it reserves the right to do so, if necessary.

2. Generation Fee

The District does not currently have a generation fee. However, the District reserves the right to do so during the planning period if needed. Table O-2: Generation Fee Schedule and Revenue, has been omitted.

3. Designation Fees

Table O-3 Designation Fee Schedule and Revenue

Year	Designation Fee Schedule (\$ per ton)	Total Designation Fee Revenue (\$)
2016	\$2.00	\$67,629
2017	\$2.00	\$71,068
2018	\$2.00	\$79,005
2019	\$2.00	\$74,509
2020	\$2.00	\$71,100
2021	\$2.00	\$75,128
2022	\$2.00	\$76,630
2023	\$2.00	\$78,163
2024	\$2.00	\$79,726
2025	\$2.00	\$81,320
2026	\$2.00	\$82,947
2027	\$2.00	\$84,606
2028	\$2.00	\$86,298
2029	\$2.00	\$86,298
2030	\$2.00	\$86,298
2031	\$2.00	\$86,298
2032	\$2.00	\$86,298
2033	\$2.00	\$86,298
2034	\$2.00	\$86,298
2035	\$2.00	\$86,298
2036	\$2.00	\$86,298
2037	\$2.00	\$86,298
2038	\$2.00	\$86,298
2039	\$2.00	\$86,298

Table O-3b Designation Fee Schedule and Revenue Historical Analysis

Historical Revenue Analysis					
Average revenue received (\$)	Annual change in revenue received		Annual Percentage Change in Revenue Received		Average percentage change in revenue received
	Year	Revenue	Year	%	%
\$73,073	2016	-	2016	-	2%
	2017	\$3,439	2017	5%	
	2018	\$7,937	2018	11%	
	2019	-\$4,496	2018	-6%	
	2020	-\$3,409	2020	-5%	
	2021	\$4,027	2021	6%	

The District implemented a designation contract fee of \$2.00 per ton for municipal solid waste on October 1, 2011. Agreements were established with designated transfer facilities and landfills for a period of five years. These agreements ensure that all municipal solid waste generated in Wood County, whether disposed within or outside the County, support state-mandated programs and the solid waste management plan. The agreements with existing facilities were renewed on October 1, 2016 and then again on October 1, 2021 for an additional five-year term.

The 2017 Plan projected the District would receive \$75,000 annually for the planning period. Although the District only received \$71,100 in 2020, in 2018 the District received \$79,005. The District projects a 2% increase in designation fees for the first six years of the

planning period with the remaining years held constant. The percentage increase was calculated based on the average percent change over 2016-2021.

The District believes the \$2 per ton fee is sufficient to supplement disposal fee revenue and maintain programming costs throughout the planning period. Thus, the District plans to maintain the designation fee at \$2 per ton through the planning period. However, under the current designation agreements, the District has the authority to increase, or decrease, the fee amount. The current agreements also have an option to be renewed for an additional five-year term.

4. **Debt/Loans**

Currently, the District has no debt and does not foresee the necessity of a loan to support overhead or programming during the planning period. If the District would need a loan, the District would be required to ratify a new budget prior to securing the debt. Table O-4: Debt, has been omitted.

5. **Other Sources of District Revenue**

Table O-5 Other Sources of Revenue

Year	Auction Revenue	Salary Reimbursement	Miscellaneous	Total Other Revenue
2016	\$1,043	\$0	\$0	\$1,043
2017	\$1,015	\$0	\$0	\$1,015
2018	\$2,074	\$0	\$0	\$2,074
2019	\$133	\$0	\$0	\$133
2020	\$0	\$16,116	\$7,860	\$23,976
2021	\$36	\$16,368	\$0	\$16,403
2022	\$1,066	\$16,695	\$0	\$17,761
2023	\$1,066	\$17,029	\$0	\$18,095
2024	\$1,066	\$17,370	\$0	\$18,436
2025	\$1,066	\$17,717	\$0	\$18,783
2026	\$1,066	\$18,071	\$0	\$19,138
2027	\$1,066	\$18,433	\$0	\$19,499
2028	\$1,066	\$18,801	\$0	\$19,868
2029	\$1,066	\$18,801	\$0	\$19,868
2030	\$1,066	\$18,801	\$0	\$19,868
2031	\$1,066	\$18,801	\$0	\$19,868
2032	\$1,066	\$18,801	\$0	\$19,868
2033	\$1,066	\$18,801	\$0	\$19,868
2034	\$1,066	\$18,801	\$0	\$19,868
2035	\$1,066	\$18,801	\$0	\$19,868
2036	\$1,066	\$18,801	\$0	\$19,868
2037	\$1,066	\$18,801	\$0	\$19,868
2038	\$1,066	\$18,801	\$0	\$19,868
2039	\$1,066	\$18,801	\$0	\$19,868

Table O-5a Historical Analysis of Other Sources of Revenue

Year	Auction Revenue	Salary Reimbursement	Miscellaneous
Annual Change in Revenue Received			
2016	--	--	--
2017	-\$28	\$0	\$0
2018	\$1,059	\$0	\$0
2019	-\$1,941	\$0	\$0
2020	-\$133	\$16,116	\$7,860
2021	\$36	\$252	-\$7,860
Annual Percentage Change in Revenue Received			
2016	--	--	--
2017	-3%	--	--
2018	104%	--	--
2019	-94%	--	--
2020	-100%	--	--
2021	--	2%	-100%
Average Percentage Change in Revenue Received			
	-23%	2%	-100%
Average Revenue Received			
	\$717	\$5,414	\$1,310

In addition to disposal and designation fees, the District receives revenue from two additional sources:

- Wood County Internet Auction. This category includes revenue from the sale of obsolete and/or surplus items and equipment and generates minimal revenue. No auction was held in 2020 due to the pandemic, but the District expects the auctions to resume during the planning period. The average amount of auction revenue during 2016-2019 was \$1,066. The District projects \$1,066 in auction revenue for the first six years of the planning period with the remaining years held constant.
- Salary Reimbursement from Wood County Landfill. Beginning in 2020, the District received an amount equal to 25% of the District Office Manager's salary and benefits for administrative/fiscal work provided throughout the year to the Wood County Landfill. Since salary increases have varied over the years, the personnel expense line item was increased by 2% for the first six years of the planning period with the remaining years held constant. The District used 2021 as the base amount for the 2% annual increases.

6. Summary of District Revenues

Table O-6 Total Revenue

Year	Disposal Fees	Generation Fees	Designation Fees	Other Revenue	Total Revenue
2016	\$595,067	\$0	\$67,629	\$1,043	\$663,739
2017	\$554,744	\$0	\$71,068	\$1,015	\$626,828
2018	\$545,452	\$0	\$79,005	\$2,074	\$626,531
2019	\$519,411	\$0	\$74,509	\$133	\$594,053
2020	\$471,529	\$0	\$71,100	\$23,976	\$566,605
2021	\$488,129	\$0	\$75,128	\$16,403	\$579,660
2022	\$474,821	\$0	\$76,630	\$17,761	\$569,212

Year	Disposal Fees	Generation Fees	Designation Fees	Other Revenue	Total Revenue
2023	\$463,088	\$0	\$78,163	\$18,095	\$559,346
2024	\$452,837	\$0	\$79,726	\$18,436	\$550,999
2025	\$443,984	\$0	\$81,320	\$18,783	\$544,088
2026	\$436,449	\$0	\$82,947	\$19,138	\$538,534
2027	\$430,160	\$0	\$84,606	\$19,499	\$534,265
2028	\$425,050	\$0	\$86,298	\$19,868	\$531,216
2029	\$425,050	\$0	\$86,298	\$19,868	\$531,216
2030	\$425,050	\$0	\$86,298	\$19,868	\$531,216
2031	\$425,050	\$0	\$86,298	\$19,868	\$531,216
2032	\$425,050	\$0	\$86,298	\$19,868	\$531,216
2033	\$425,050	\$0	\$86,298	\$19,868	\$531,216
2034	\$425,050	\$0	\$86,298	\$19,868	\$531,216
2035	\$425,050	\$0	\$86,298	\$19,868	\$531,216
2036	\$425,050	\$0	\$86,298	\$19,868	\$531,216
2037	\$425,050	\$0	\$86,298	\$19,868	\$531,216
2038	\$425,050	\$0	\$86,298	\$19,868	\$531,216
2039	\$425,050	\$0	\$86,298	\$19,868	\$531,216

Overall total revenue is projected to decrease slightly over the planning period, mainly attributed to a decreasing disposal fee estimate despite minor increases in designation fees and other revenue.

B. Cost of Implementing Plan

The District has estimated the costs to implement the programs and activities identified throughout the plan. Table O-7 provides actual expenses for years 2016 through 2021 and provides projections for 2022 through 2039. Slight bumps in expenses over the planning period are attributed to three-year periods during which a plan update is assumed.

A large portion of the budget is dedicated to the District's per capita incentive payment program to support curbside and drop-off residential recycling programming. Local governments are provided \$1.50 per person per year for curbside and \$1.00 per person per year for drop-off recycling. Another major expense is the cost of a private hauling contract with Republic Services, which provides transportation and processing of recyclables collected at the 12 full-time rural residential drop-off recycling sites. The current contract expires June 2023 and a request for proposals process will occur in late 2022 or early 2023.

The District reviewed historical data, anticipated changes to programs and inflation to project the budget over the planning period. The District does not expect programming and activities to change significantly, therefore projected expenses for 2022 through 2039 remain fairly constant.

The District will budget additional funds for Advertisement/Promotion to support the marketing strategy discussed in Appendix L. An inflationary increase of 1.9%²⁵ was applied to some expenditures to reflect future costs. The District calculated the inflation rate using the average inflation rate over 2017-2020.

²⁵ US Inflation; Annual Rate, the Bureau of Labor Statistics CPI. (2017-2020)

The District provides the majority of support and services through contracts and grants. Payments are made as fees for service, therefore there is no breakdown of individual costs as would occur if the District owned facilities and conducted activities directly.

Also listed are several optional programs not currently funded but could be reinstated if the District determines a need and funds become available, such as grants for equipment and cleanups. Additionally, some other programs are adjusted in amount based on availability of funds, including closure/post-closure care costs. The programming necessary to meet State Plan goals will have priority. The District will adjust budget expenditures based on revenue. To maintain fiscal stability, the District strives to keep at least one budget year of cash reserve to be available for unforeseen events.

Figure O-1. Cost of Implementing Plan During the Planning Period

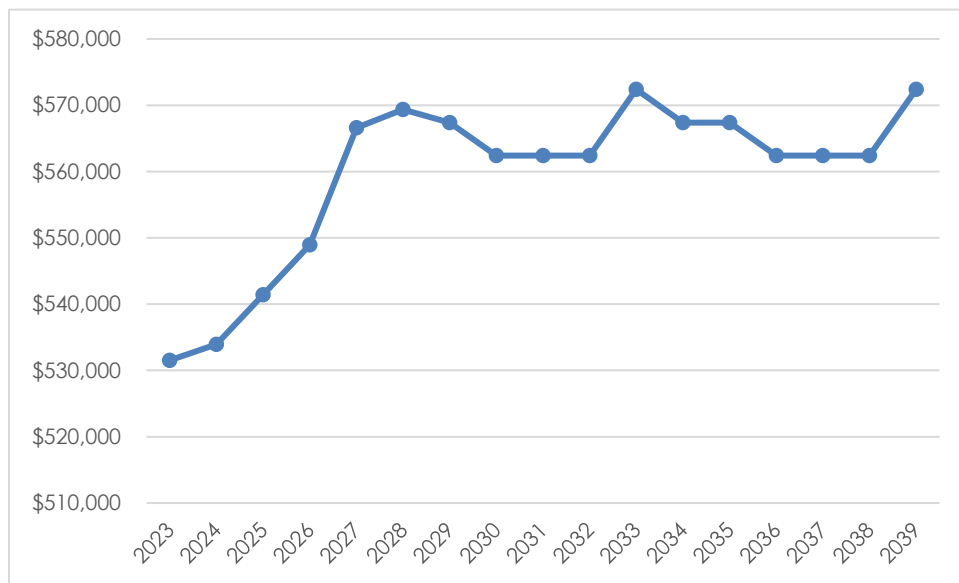


Figure O-1 provides a visual representation of the costs of implementing the plan over the planning period, with slight increases attributable to updates to this plan.

Table O-7 Expenses

Line #	Category/Program	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039
1	1. Plan Monitoring/Prep.	\$4,695	\$1,781	\$247	\$30	\$0	\$15,959	\$10,000	\$10,000	\$5,000	\$5,000	\$5,000	\$15,000	\$10,000	\$10,000	\$5,000	\$5,000	\$5,000	\$15,000	\$10,000	\$10,000	\$5,000	\$5,000	\$5,000	\$15,000
1.a	a. Plan Preparation	\$4,687	\$201			\$0	\$15,959	\$5,000	\$5,000				\$10,000	\$5,000	\$5,000				\$10,000	\$5,000	\$5,000				\$10,000
1.b	b. Plan Monitoring	\$8	\$1,580	\$247	\$30	\$0	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
1.c	c. Other																								
2	2. Plan Implementation	\$616,922	\$635,712	\$622,419	\$613,426	\$526,738	\$520,545	\$509,411	\$521,527	\$528,914	\$536,388	\$543,950	\$551,602	\$559,346	\$557,396	\$557,396	\$557,396	\$557,396	\$557,396	\$557,396	\$557,396	\$557,396	\$557,396	\$557,396	\$557,396
2.a	a. District Administration	\$139,366	\$129,609	\$184,255	\$140,644	\$126,068	\$127,855	\$130,361	\$132,916	\$135,521	\$138,177	\$140,885	\$143,646	\$146,462	\$146,462	\$146,462	\$146,462	\$146,462	\$146,462	\$146,462	\$146,462	\$146,462	\$146,462	\$146,462	\$146,462
2.a.1	Personnel	\$74,048	\$77,453	\$70,889	\$66,012	\$73,770	\$76,520	\$78,051	\$79,612	\$81,204	\$82,828	\$84,484	\$86,174	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898
2.a.2	Office Overhead	\$61,202	\$52,156	\$113,366	\$74,632	\$52,298	\$51,335	\$52,310	\$53,304	\$54,317	\$55,349	\$56,400	\$57,472	\$58,564	\$58,564	\$58,564	\$58,564	\$58,564	\$58,564	\$58,564	\$58,564	\$58,564	\$58,564	\$58,564	\$58,564
2.a.3	Other	\$4,116																							
2.b	b. Facility Operation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2.b.1	MRF/Recycling Center																								
2.b.2	Compost																								
2.b.3	Transfer																								
2.b.4	Special Waste																								
2.c	c. Landfill Closure/Post-Closure	\$150,000	\$150,000	\$125,000	\$80,000	\$30,000	\$50,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
2.d	d. Recycling Collection	\$206,748	\$213,849	\$202,962	\$272,447	\$287,113	\$261,913	\$262,000	\$265,000	\$268,000	\$271,000	\$274,000	\$277,000	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000
2.d.1	Curbside	\$74,369	\$74,369	\$79,810	\$116,105	\$111,554	\$77,759	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000
2.d.2	Drop-off	\$132,379	\$139,480	\$123,152	\$156,342	\$175,559	\$183,604	\$182,000	\$185,000	\$188,000	\$191,000	\$194,000	\$197,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
2.d.3	Combined Curbside/Drop-off																								
2.d.4	Multi-family																								
2.d.5	Business/Institutional																								
2.d.6	Other						\$550																		
2.e	e. Special Collections	\$0	\$0	\$0	\$750	\$390	\$0	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550
2.e.1	Tire Collection																								
2.e.2	HHW Collection																								
2.e.3	Electronics Collection																								
2.e.4	Appliance Collection																								
2.e.5	Other Collection Drives	\$0	\$0	\$0	\$750	\$390	\$0	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
2.f	f. Yard Waste/Other Organics																								
2.g	g. Education/Awareness	\$81,123	\$88,877	\$86,079	\$80,882	\$76,100	\$79,299	\$83,051	\$89,612	\$91,394	\$93,211	\$95,065	\$96,956	\$98,884	\$98,884	\$98,884	\$98,884	\$98,884	\$98,884	\$98,884	\$98,884	\$98,884	\$98,884	\$98,884	\$98,884
2.g.1	Education Staff	\$74,047	\$77,453	\$70,889	\$66,012	\$73,770	\$76,520	\$78,051	\$79,612	\$81,204	\$82,828	\$84,484	\$86,174	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898	\$87,898
2.g.2	Advertisement/Promotion	\$7,076	\$11,424	\$15,190	\$14,870	\$2,330	\$2,779	\$5,000	\$10,000	\$10,190	\$10,384	\$10,581	\$10,782	\$10,987	\$10,987	\$10,987	\$10,987	\$10,987	\$10,987	\$10,987	\$10,987	\$10,987	\$10,987	\$10,987	\$10,987
2.g.3	Other																								
2.h	h. Recycling Market Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2.h.1	General Market Development Activities																								
2.h.2	ODNR pass-through grant																								
2.i	i. Service Contracts	\$38,729	\$50,280	\$19,335	\$36,742	\$5,658	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2.j	j. Feasibility Studies																								
2.k	k. Waste Assessments/Audits																								
2.l	l. Dump Cleanup	\$956	\$3,097	\$2,288	\$1,961	\$1,409	\$1,478	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
2.m	m. Litter Collection/Education																								
2.n	n. Emergency Debris Management																								
2.o	o. Loan Payment																								
2.p	p. Other			\$2,500																					
3	3. Health Dept. Enforcement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4	4. County Assistance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4.a	a. Maintaining Roads																								
4.b	b. Maintaining Public Facilities																								
4.c	c. Providing Emergency Services																								
4.d	d. Providing Other Public Services																								
5	5. Well Testing																								
6	6. Out-of-State Waste Inspection																								
7	7. Open Dump, Litter Law Enforcement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7.a	a. Heath Departments																								
7.b	b. Local Law Enforcement																								
7.c	c. Other																								
8	8. Heath Department Training																								
9	9. Municipal/Township Assistance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9.a	a. Maintaining Roads																								
9.b	b. Maintaining Public Facilities																								
9.c	c. Providing Emergency Services																								
9.d	d. Providing other Public Services																								
10	10. Compensation to Affected Community (ORC Section 3734.35)																								
	Total Expenses	\$621,617	\$637,493	\$622,666	\$613,456	\$526,738	\$536,504	\$519,411	\$531,527	\$533,914	\$541,388	\$548,950	\$566,602	\$569,346	\$567,396	\$562,396	\$562,396	\$562,396	\$572,396	\$567,396	\$567,396	\$562,396	\$562,396	\$562,396	\$572,396

A detailed explanation for each expense category is provided below. Where noted, a percentage or flat annual increase in cost was added to the planning period year.

1 Plan Monitoring/Preparation

1.a Plan Preparation

2016 — 2021: Actual expenses for developing the Solid Waste Management Plan. Costs include staff salary/benefits based on hours dedicated to plan preparation, payment for consulting during plan preparation, and miscellaneous expenses such as supplies and mailing postage.

2022— 2039: This includes expenses for consultant to prepare plan update. Every five years, costs have been included for an update to the plan (\$10,000 for first year, \$5,000 the second year and \$5,000 for third year during preparation).

1.b Plan Monitoring

2016 — 2021: Includes actual expenses associated with preparing the annual district report and a minimal amount budgeted for supplies and postage.

2022— 2039: Projected with an additional \$5,000 annually.

1.c Other

No expenses are budgeted for this category.

2 Plan Implementation

2.a District Administration

2.a.1 Personnel

2016-2021: District staff include the Assistant Wood County Administrator (40% of salary), Office Manager, and Recycling Outreach Coordinator. Because the entire staff is involved in various aspects of both administration and education, the total cost of salaries, Medicare, Ohio Public Employment Retirement System (OPERS), workers' compensation, and insurance benefits, are split equally between District Administration Personnel and Education/Awareness Staff. (Category 2.g.1).

2022-2039: A cost of living salary increase of 2% was added each year during the first six years of the planning period; values were held constant after the 6th year in the planning period. The standard amount of 2% was used as Wood County does not typically provide salary increases based on inflation.

2.a.2 Office Overhead

2016-2021: This category includes expenses for supplies, equipment purchases, equipment repairs/maintenance/service, travel, and administrative advertising. Equipment costs increased in 2018 and 2019 with the purchase of several 8-yard containers for the residential 24/7 permanent recycling drop-off program. The

District applied a 1.9% inflationary rate to these expenses for the first six years of the planning period with the remaining years held constant.

2022-2039: The District does not expect to see much deviation from the current expenses, therefore a \$50,000.00 annual cost, based on 2020 and 2021 costs, is projected throughout the planning period.

2.a.3 Other

No expenses are budgeted for this category.

2.b Facility Operation

The District does not own or operate a MRF/recycling center, compost, transfer, or special waste facility. No expenses are budgeted at this time.

2.c Landfill Closure/Post-Closure

The District is projecting a \$30,000 contribution annually but will re-evaluate whether to apply a greater amount at the end of each year based on cash balance. The Landfill has been able to direct funds into the closure/post-closure fund in recent years.

2.d Recycling Collection

2.d.1 Curbside

In the beginning of 2020, there were six municipalities within the District that offered curbside recycling collection for their residents. These local governments received a \$1.50 per capita payment, based on current census numbers. By mid-2021, two municipalities discontinued their program, thus losing eligibility for the per capita payment. For the planning period, \$80,000 was estimated for this expense.

2.d.2 Drop-off

This category includes a \$1.00 per capita payment for municipalities to assist with drop-off costs expenses with a slight increase projected in 2022 due to updated census numbers.

Private contract expenses are also budgeted in this category to fund the current drop-off program contract with Republic Services. The contract involves collection, transportation and processing of recyclables from 12 rural residential recycling sites throughout the county. The current contract expires June 2023 and a request for proposals process will take place sometime in late 2022 or early 2023. For cost estimating, the District added an annual \$3,000 increase for the contracts during the first six years of the planning period; values were held constant after the 6th year in the planning period.

The District does not currently fund combined curbside/drop-off, multi-family, or business/institutional recycling collection. Educational outreach and resources are provided upon request. No expenses are budgeted at this time.

2.d.3 Combined Curbside/Drop-off

No expenses are budgeted for this category.

2.d.4 Multi-family

No expenses are budgeted for this category.

2.d.5 Business/Institutional

No expenses are budgeted for this category.

2.d.6 Other

No expenses are budgeted for this category.

2.e Special Collections

The District does not directly fund tire, HHW, or electronics/appliances collections. However, through educational outreach and an expansive A-Z household recycling directory maintained on the District website, residents can obtain information for proper disposal of materials.

2.e.1 Tire Collection

No expenses are budgeted for this category.

2.e.2 HHW Collection

No expenses are budgeted for this category.

2.e.3 Electronics Collection

No expenses are budgeted for this category.

2.e.4 Appliance Collection

No expenses are budgeted for this category.

2.e.5 Other Collection Drives

The District has co-sponsored an annual personal paper shredding event at the Wood County Job and Family Services since 2018. The District pays the cost of the contracted shredding services and has projected this expense throughout the planning period. Note that \$375 for 2018 was billed in 2019. In 2022, the District intends to sponsor two events each year and the cost has increased. The District projects \$2,500 for this expense for the planning period.

2.f Yard Waste/Other Organics

No expenses are budgeted for this category.

2.g Education/Awareness

2.g.1 Education Staff

The Recycling Outreach Coordinator's main task is providing educational presentations and outreach. However, the Assistant County Administrator (40% of salary), Office Manager, and Outreach Coordinator work as a team in developing and administering the overall programming of the District.

The total cost of salaries, Medicare, OPERS, workers' compensation, and insurance benefits, is split equally between Education/Awareness Staff and District Administration Personnel (Category 2.a.1).

For the first six years of the planning period, a 2% annual increase was assumed; values were held constant after the sixth year in the planning period. The standard amount of 2% was used as Wood County does not typically provide salary increases based on inflation.

2.g.2 Advertisement/Promotion

The District purchases promotional items for distribution at events and educational presentations. Advertisement and printing expenses increased for 2017 through 2019 with the promotion of the 24/7 drop-off locations and printing of educational labeling for the drop-off containers. The District projects additional costs in this category due to the new social marketing strategy required by Goal 4. The budget amount was increased to \$10,000 in 2023 and a 1.9% inflationary increase was applied for the first six years of the planning period with the remaining years held constant.

2.g.3 Other

No expenses are budgeted for this category.

2.h Recycling Market Development

2.h.1 General Market Development Activities

No expenses are budgeted for this category.

2.h.2 Ohio EPA pass-through grant

If a local entity's project is eligible for funding, applies for an Ohio EPA Market Development Grant, and funds are awarded, the District will be the fiscal manager for the grant. The reimbursement expenses will be recorded in this category; however, the District is not including projected expenses for the planning period.

2.i Service Contracts

Previously the District dedicated funding towards certain Wood County Landfill engineering expenses and projections were made through 2031. As of January 1, 2021, those expenses are paid through the Landfill's operating budget. No expenses are projected through the planning period.

2.j Feasibility Studies

No expenses are budgeted for this category.

2.k Waste Assessments/Audits

No expenses are budgeted for this category.

2.l Dump Cleanup

The Wood County Landfill holds an annual "Spring Township Cleanup"; during a limited time, road-side debris collected on township roads is accepted at no cost to the local government. The disposal cost is charged to the Solid Waste Management District and the total amount due is remitted to the Landfill. The cost depends on the amount of disposal and the disposal rate during that time. The projected expense for the planning period is \$1,500.00 per year.

2.m Litter Collection/Education

No expenses are budgeted for this category.

2.n Emergency Debris Management

No expenses are budgeted for this category.

2.o Loan Payment

No expenses are budgeted for this category.

2.p Other

No expenses are budgeted for this category.

3 Health Dept. Enforcement

The Wood County Health District no longer offers a solid waste inspection/enforcement program. No expenses are budgeted for this category.

4 County Assistance

No expenses are budgeted for this category.

5 Well Testing

No expenses are budgeted for this category.

6 Out-of-State Waste Inspection

No expenses are budgeted for this category.

7 Open Dump, Litter Law Enforcement

7.a Heath Departments

No expenses are budgeted for this category.

7.b Local Law Enforcement

No expenses are budgeted for this category.

7.c Other

No expenses are budgeted for this category.

8 Heath Department Training

No expenses are budgeted for this category.

9 Municipal/Township Assistance**9.a Maintaining Roads**

No expenses are budgeted for this category.

9.b Maintaining Public Facilities

No expenses are budgeted for this category.

9.c Providing Emergency Services

No expenses are budgeted for this category.

9.d Providing other Public Services

No expenses are budgeted for this category.

10 Compensation to Affected Community (ORC Section 3734.35)

No expenses are budgeted for this category.

Table O-8 Budget Summary

Year	Revenue (\$)	Expenses (\$)	Annual Surplus/Deficit (\$)	Balance (\$)
2015			Ending Balance	\$690,550
2016	\$663,739	\$621,617	\$42,122	\$732,672
2017	\$626,828	\$637,493	-\$10,665	\$722,006
2018	\$626,531	\$622,666	\$3,865	\$725,871
2019	\$594,053	\$613,456	-\$19,403	\$706,467
2020	\$566,605	\$526,738	\$39,867	\$746,334
2021	\$579,660	\$536,504	\$43,156	\$789,490
2022	\$569,212	\$519,411	\$49,801	\$839,291
2023	\$559,346	\$531,527	\$27,819	\$867,110
2024	\$550,999	\$533,914	\$17,085	\$884,194
2025	\$544,088	\$541,388	\$2,700	\$886,894
2026	\$538,534	\$548,950	-\$10,417	\$876,477
2027	\$534,265	\$566,602	-\$32,337	\$844,140
2028	\$531,216	\$569,346	-\$38,130	\$806,010
2029	\$531,216	\$567,396	-\$36,180	\$769,830
2030	\$531,216	\$562,396	-\$31,180	\$738,650
2031	\$531,216	\$562,396	-\$31,180	\$707,470
2032	\$531,216	\$562,396	-\$31,180	\$676,289
2033	\$531,216	\$572,396	-\$41,180	\$635,109
2034	\$531,216	\$567,396	-\$36,180	\$598,929
2035	\$531,216	\$567,396	-\$36,180	\$562,749
2036	\$531,216	\$562,396	-\$31,180	\$531,569
2037	\$531,216	\$562,396	-\$31,180	\$500,389
2038	\$531,216	\$562,396	-\$31,180	\$469,209
2039	\$531,216	\$572,396	-\$41,180	\$428,029

The District strives to maintain at least one year's reserve to cover any budget shortfalls or sudden losses of revenue. In 2020, the District had an unexpended cash balance of \$746,335. The projection in the 2017 plan for the 2020 carryover balance was \$942,989. If

the fund balance accumulates over the planning period, the District may consider implementation of other permissive programs or expansion of existing programs.

C. Alternative Budget

The District does not anticipate a need for an alternative budget.

D. Major Facility Project

The District has no major facility projects.

APPENDIX P DESIGNATION

A. Statement Authorizing/Precluding Designation

The Solid Waste Management District expressly reserves the right to continue facility designations in accordance with the authority granted by ORC Section 343.014. The District may also enter into joint use agreements or other contracts beneficial to the District.

B. Designated Facilities

Ohio law provides each SWMD the ability to control where waste generated from within the SWMD can be taken. Such control is generally referred to as flow control. In Ohio, SWMDs establish flow control by designating facilities. SWMDs can designate any type of solid waste facility, including recycling, transfer, and landfill facilities. Table P-1 shows the currently designated facilities in Wood County.

Table P-1 Designated Facilities

Facility Name	County	State	Facility Type	Year Designated
American Landfill, Inc.	Stark	Ohio	Landfill	2011, 2016, 2021
Carleton Farms Landfill	Wayne	Michigan	Landfill	2011, 2016, 2021
County Environmental Landfill of Wyandot	Wyandot	Ohio	Landfill	2011, 2016, 2021
Defiance County Landfill	Defiance	Ohio	Landfill	2011, 2016, 2021
Erie County Sanitary Landfill	Erie	Ohio	Landfill	2011, 2016, 2021
Evergreen Recycling & Disposal Facility	Wood	Ohio	Landfill	2011, 2016, 2021
Hancock County Landfill	Hancock	Ohio	Landfill	2011, 2016, 2021
Henry County Landfill	Henry	Ohio	Transfer Facility	2011, 2016, 2021
Marion County Transfer Station	Marion	Ohio	Transfer Facility	2011, 2016, 2021
Port Clinton Landfill	Ottawa	Ohio	Landfill	2011, 2016, 2021
Sunny Farms Landfill, LLC	Seneca	Ohio	Landfill	2011, 2016, 2021
Vienna Junction Landfill	Monroe	Michigan	Landfill	2011, 2016, 2021
Wood County Landfill	Wood	Ohio	Landfill	2011, 2016, 2021

In accordance with ORC Section 3734.53(A)(13)(a), " ... when applicable ... ", the District plan shall contain " ... an identification of the solid waste disposal, transfer, and resource recovery facilities and recycling activities contained in the plan where solid wastes generated within or transported into the District will be taken for disposal, transfer, resource recovery, or recycling ... " Ohio law permits districts to regulate where waste will be taken through the designation process. To use designation authority, the approved plan must contain a statement allowing designation and the District must hold public hearing(s), comment period(s) and adopt the appropriate resolutions, after plan approval. In 2011, the District followed the process set forth in ORC Section 343.014 to establish facility designations. Currently, the District has designated 13 facilities.

The District currently implements a facility designation program; any entity wishing to deliver solid waste generated within the District to an undesignated facility must submit a written request for waiver of designation to the Board of Directors that complies with the following waiver process. The waiver request shall include the following:

- The name, address, telephone number and email address of the person requesting the waiver.
- The source and name of the generator of the solid waste included in the waiver request.
- The name, address, telephone number, and email address of the undesignated solid waste transfer, disposal, recycling, or resource recovery facility where solid waste generated within the District will be delivered if the waiver is approved by the Board of Directors.
- The estimated annual tonnage of the solid waste that will be delivered to the undesignated solid waste transfer, disposal, recycling, or resource recovery facility covered by the waiver request.
- An explanation describing how approval of the waiver request is not inconsistent with the projections contained in the District's amended solid waste management plan under divisions (A)(6) and (7) of section 3734.53 of the Revised Code.
- An explanation describing how the approval of the waiver request will not adversely affect implementation and financing of the District's amended solid waste management plan pursuant to the implementation schedule contained in the District's amend plan under division (A)(13)(a) of section 3734.53 of the Revised Code.

The Solid Waste Management District office will review the request and may request additional information if necessary. Any waiver granted by the Board of Directors shall be in the form of a waiver agreement between the Board and the entity seeking the waiver. The waiver agreement shall contain the terms and conditions upon which the waiver was granted and the payment by the grantee of the waiver fee, if any, assessed on each ton of solid waste covered by the waiver.

C. Documents

The Solid Waste Management District, under authority of the Board of Commissioners for Wood County, implemented a designation contract fee of \$2.00 per ton for municipal solid waste on October 1, 2011. This assures that all municipal solid waste generated in Wood County, whether disposed within or outside the County, supports state-mandated programs and the solid waste management plan. It allows for a more equal playing field among generators, haulers and facilities and assists the District in maintaining sufficient revenue for its programs. The District currently holds designation contracts with 13 facilities. Over the past five years, annual contract fee revenue averaged \$72,662.

The designation contracts with existing facilities were renewed on October 1, 2016, and then again on October 1, 2021 for an additional five-year term. The current agreement may be renewed again for an additional five-year term in 2026. Both the current and renewal contracts allow the District to increase or decrease the designation fee amount.

APPENDIX Q DISTRICT RULES

A. Existing Rules

According to Ohio Revised Code Section 3734.53(C), "the solid waste management plan of a county or joint district may provide for the adoption of rules under division (G) of section 343.01 of the Revised Code after approval of the plan under section 3734.521 or 3734.55 of the Revised Code." The District reserves the right for the Board to adopt rules under the authority of this provision of the Ohio Revised Code.

The District does not have any existing rules. There are no current plans to adopt new rules at the time of the development of this Plan Update.

B. Proposed Rules

To date, no rules have been proposed by the District. During the planning period, the District may adopt rules under this authority.

The Board of County Commissioners shall consider the following process when adopting solid waste management rules.

1. Provide a Public Notice of the solid waste management rules in a daily newspaper operating in the District.
2. Establish a 30-day public comment period for review of the proposed rules.
3. Hold a Public Hearing on the proposed rules (Commissioners meetings will suffice as public hearing).
4. If appropriate, incorporate the feedback from the Public Hearing.

After the above process has been followed, the Board of County Commissioners shall adopt the rules of the Solid Waste Management District.

APPENDIX R BLANK SURVEY FORMS AND RELATED INFORMATION



Dear Commercial Business,

Thank you for completing this survey. The information you provide for your company is crucial to monitoring the Wood County Solid Waste Management District's progress towards achieving Ohio's recycling goals. Your information will be combined with information submitted by other businesses and used to calculate the amount of material commercial businesses recycled in the Wood County Solid Waste Management District and Ohio in 2019. Your company's survey response **will not** be reported individually; all data will be summarized by the North American Industry Classification System (NAICS) category.

For assistance completing this form or any questions related to the survey, please contact Hannah Smith, the Wood County Solid Waste Management District's Recycling Outreach Coordinator, at hsmith@woodcountyoio.gov or by phone at 419-354-1515.

Please complete and submit this survey no later than 3/5/2020.

Options for Returning the Completed Survey

- Email directly to Hannah Smith at hsmith@woodcountyoio.gov, Subject Line: 2020 Commercial Survey
- Mail to Hannah Smith, Solid Waste Management District, at 1 Court House Square, Bowling Green, OH 43402

Instructions for Table A:

Please provide all information requested in **Table A** below. Even if your business does not currently recycle or is unable to report quantities of materials recycled, please complete **Table A**. Doing so will allow the Wood County Solid Waste Management District to contact you in the future to discuss your recycling needs.

Table A: Company Information		
Name:	County:	Store I.D.
Address:	City:	Zip:
Contact Person:	Title:	
Email:	Telephone Number (include area code): () —	
Primary NAICS:	Secondary NAICS:	Number of full-time employees:
Would you like to be contacted by your local solid waste management district for recycling assistance? ☐ Yes ☐ No		

Instructions for completing Table B:

Table B provides a list of common materials that are recycled by commercial businesses in Ohio. Please indicate the unit of each quantity of material that is reported (pounds, tons or cubic yards). Provide any comments related to each material as necessary. Please do not report any liquid waste, hazardous waste or construction & demolition debris.

The list in **Table B** is not all-inclusive. If your business recycles a material that is not listed in **Table B**, please enter the name and quantity of that material on a line labeled **"Other."** Some materials may not apply to your operation. Some of the listed materials are broad categories. For example, "Plastics" includes plastics #1-7, plastic films etc. Please refer to the **"Materials Cheat Sheet"** attached to this document for examples of materials and definitions.

Appendix R Blank Survey Forms and Related Information

If you do not currently track this information internally, your solid waste hauler or recycling processor may be able to provide it upon request. The Wood County Solid Waste Management District may also be able to provide you with assistance.

Table B: Quantities of Recycled Materials			
Recyclable Material Category	Amount Recycled in 2020	Units	Name of hauler or processor that takes the material/ other Comments
Lead-Acid Batteries		☐ lbs. ☐ tons ☐ yd ³	
Food		☐ lbs. ☐ tons ☐ yd ³	
Glass		☐ lbs. ☐ tons ☐ yd ³	
Ferrous Metals		☐ lbs. ☐ tons ☐ yd ³	
Non-Ferrous Metals		☐ lbs. ☐ tons ☐ yd ³	
Corrugated Cardboard		☐ lbs. ☐ tons ☐ yd ³	
All Other Paper		☐ lbs. ☐ tons ☐ yd ³	
Plastics		☐ lbs. ☐ tons ☐ yd ³	
Textiles		☐ lbs. ☐ tons ☐ yd ³	
Wood		☐ lbs. ☐ tons ☐ yd ³	
Rubber		☐ lbs. ☐ tons ☐ yd ³	
Commingled Recyclables		☐ lbs. ☐ tons ☐ yd ³	
Yard Waste		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	

Table C: Please provide any additional information, comments, suggestions, questions etc.

Thank you again for taking the time to complete this survey. Please contact Hannah Smith with any questions.

Hannah Smith, Recycling Outreach Coordinator
Wood County Solid Waste Management District
Phone: 419-354-1515
Email: hsmith@woodcountyohio.gov

Materials Cheat Sheet

Food

- Compostable food waste
- Food donations

Glass

- Bottles (any color)
- Jars

Ferrous Metals

- Mild Steel
- Carbon Steel
- Stainless Steel
- Cast Iron
- Wrought Iron

Non-Ferrous Metals

- Aluminum
- Copper
- Brass
- Silver
- Lead
- Misc. Scrap Metals

All Other Paper

- Office paper
- Paperboard
- Newspapers
- Folders
- Telephone Books
- Magazines
- Catalogs
- Junk Mail

Plastics

- Plastics #1-7
- Plastic Bottles
- Plastic Jugs
- Shrink Wrap
- Plastic Films
- Coat Hangers

Textiles

- Fabrics
- Clothes
- Carpet

Wood

- Bark
- Woodchips
- Sawdust
- Scrap Wood
- Shipping Pallets
- Boards

Commingled Recyclables

- This is a mix of several different materials that are placed into one container and hauled for recycling. It can include all or a combination of the materials listed above.

Examples of materials that fall under "Other"

- Appliances
- Household Hazardous Waste
- Used Motor Oil
- Electronics
- Scrap Tires
- Dry Cell Batteries
- Any other solid waste that is recycled at your facility

Estimating recycling tonnages – if you are not able to obtain exact tonnages of materials recycled, there are numerous ways to estimate the amount of material recycled in any given year. Below are some common conversion factors that may assist you with your estimations:

Material Type	Density (lb/cu yd)
Mixed Paper Recycling	484
Bottles and Cans	200
Single Stream Recycling	139
Cardboard	100

- (size of container (in cubic yards) X number of collections per month X 12) X density (see table above) = Total Pounds per Year
- 2,000 pounds = 1 ton

For more assistance, contact your solid waste management district.



Dear Industrial Facility,

Thank you for completing this survey. The information you provide for your company is crucial to monitoring the Wood County Solid Waste Management District's progress towards achieving Ohio's recycling goals. Your information will be combined with information submitted by other businesses and used to calculate the amount of material industrial businesses recycled in the Wood County Solid Waste Management District and Ohio in 2020. Your company's survey response **will not** be reported individually; all data will be summarized by the North American Industry Classification System (NAICS) category.

For assistance completing this form or any questions related to the survey, please contact Hannah Smith, the Wood County Solid Waste Management District's Recycling Outreach Coordinator, at hsmith@woodcountyohio.gov or by phone at 419-354-1515.

Please complete and submit this survey no later than 3/5/2021.

Options for Returning the Completed Survey

- Email directly to Hannah Smith at hsmith@woodcountyohio.gov, Subject Line: 2020 Industrial Survey
- Mail to Hannah Smith, Solid Waste Management District, at 1 Court House Square, Bowling Green, OH 43402

Instructions for Table A:

Please provide all information requested in **Table A** below. Even if your business does not currently recycle or is unable to report quantities of materials recycled, please complete **Table A**. Doing so will allow the Wood County Solid Waste Management District to contact you in the future to discuss your recycling needs.

Table A: Company Information			
Name:		County:	
Address:		City:	Zip:
Contact Person:		Title:	
Email:		Telephone Number (include area code): () —	
Primary NAICS:	Secondary NAICS:	Number of full-time employees:	
Would you like to be contacted by your local solid waste management district for recycling assistance? ☐ Yes ☐ No			

Instructions for completing Table B:

Table B provides a list of common materials that are recycled by industrial businesses in Ohio. Please indicate the unit of each quantity of material that is reported (pounds, tons or cubic yards). Provide any comments related to each material as necessary. Please do not report any liquid waste, hazardous waste or construction & demolition debris.

The list in **Table B** is not all-inclusive. If your business recycles a material that is not listed in **Table B**, please enter the name and quantity of that material on a line labeled **"Other."** Some materials may not apply to your operation. Some of the listed materials are broad categories. For example, "Plastics" includes plastics #1-7, plastic films etc. Please refer to the **"Materials Cheat Sheet"** attached to this document for examples of materials and definitions.

Appendix R Blank Survey Forms and Related Information

If you do not currently track this information internally, your solid waste hauler or recycling processor may be able to provide it upon request. The Wood County Solid Waste Management District may also be able to provide you with assistance.

Table B: Quantities of Recycled Materials			
Recyclable Material Category	Amount Recycled in 2020	Units	Name of hauler or processor that takes the material/other comments
Food		☐ lbs. ☐ tons ☐ yd ³	
Glass		☐ lbs. ☐ tons ☐ yd ³	
Ferrous Metals		☐ lbs. ☐ tons ☐ yd ³	
Non-Ferrous Metals		☐ lbs. ☐ tons ☐ yd ³	
Corrugated Cardboard		☐ lbs. ☐ tons ☐ yd ³	
All Other Paper		☐ lbs. ☐ tons ☐ yd ³	
Plastics		☐ lbs. ☐ tons ☐ yd ³	
Textiles		☐ lbs. ☐ tons ☐ yd ³	
Wood		☐ lbs. ☐ tons ☐ yd ³	
Rubber		☐ lbs. ☐ tons ☐ yd ³	
Commingled Recyclables		☐ lbs. ☐ tons ☐ yd ³	
Ash (recycled ash only)		☐ lbs. ☐ tons ☐ yd ³	
Non-Excluded Foundry		☐ lbs. ☐ tons ☐ yd ³	
Flue Gas Desulfurization		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	
Other:		☐ lbs. ☐ tons ☐ yd ³	

Table C: Please provide any additional information, comments, suggestions, questions etc.

Thank you again for taking the time to complete this survey. Please contact Hannah Smith with any questions.

Hannah Smith, Recycling Outreach Coordinator
 Wood County Solid Waste Management District
 Phone: 419-354-1515
 Email: hsmith@woodcountyoio.gov

Solid Waste Management District

Carri L. Stanley, Assistant County Administrator

A department under the Board of County Commissioners
Doris I. Herringshaw, Ed.D. Craig LaHote Dr. Theodore H. Bowlus



TO: Wood County Local Governments

FROM: Carri L. Stanley, Assistant County Administrator *CLS*

DATE: February 12, 2021

RE: 2020 Annual District Reporting Survey

Enclosed please find the Wood County Solid Waste Management District Annual District Reporting Form. Please use this form to report your community's recycling activities for calendar year 2020. We will use this information to prepare the Wood County Solid Waste Management District's annual report.

In order to qualify for the 2021 annual per capita residential recycling subsidy, please submit a completed copy of the attached survey form by **March 31, 2021**. Late or incomplete forms may impact your funding. Per the District's Solid Waste Management Plan, a penalty of 10% of your organization's total annual per capita funding will be deducted each month after March 31 until the report is received.

The Solid Waste Management Plan's report/per capita allocation schedule is below:

Report Received	Per Capita Allocation
Up to March 31	100%
April 1 – 30	90%
May 1 – 31	80%
June 1 – 30	70%
July 1 – 31	60%
August 1 – 31	50%
September 1 – 30	40%
October 1 – 31	30%
November 1 – 30	20%
December 1 – 31	10%
After December 31	0

For those local governments whose per capita is paid to the community group maintaining the 24/7 permanent recycling location, the group's site visit reporting requirement must be met to receive per capita funding. Drop-off per capita will be paid in late November.

The District will base the per capita allocation payment on your population as of the 2010 federal census. If you wish to have your per capita payment sent directly to the group serving your recycling drop-off site, please sign and check the box at the bottom of the *Annual District Reporting Form 2020 Recycling Activities*.

One Courthouse Square • Bowling Green, Ohio 43402 • Phone 419-354-9297 • Fax 419-354-1620
solidwastedistrict@woodcountyohio.gov • www.recyclewoodcounty.org

Appendix R Blank Survey Forms and Related Information

You are not required to provide recycling information for the Wood County 24/7 Residential Mixed Recycling Drop-off locations as this data will be provided by Republic Services. If a section of the survey form does not apply to your organization, please mark it "N/A."

If you previously received Solid Waste Management District grant funds for the purchase of equipment, please be reminded that the District must be informed of any change in status of the equipment, including any changes regarding use, ownership, location, or condition (e.g., unrepairable or unusable).

Please contact Patti Bowsher, Office Manager, at pbowsher@woodcountyohio.gov or (419) 354-4297 if you have questions.

Thank you for your assistance in providing this information.

Enclosure

i:\solid waste management district\annual district reports\2020 adr\residential\second mailing.2.12.2021.docx

APPENDIX S SITING STRATEGY

The solid waste management plan must demonstrate that the SWMD will have access to enough capacity at landfill facilities to accept all the waste the SWMD will need to dispose of during the planning period. If existing facilities cannot provide that capacity, then the policy committee must develop a plan for obtaining additional disposal capacity.

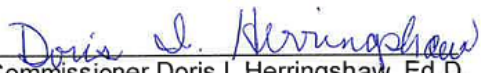
The District Policy Committee has determined that sufficient disposal capacity exists for the entire planning period. The District does not anticipate constructing any solid waste facilities or contracting with a private entity to do so on behalf of the District. As such, and in accordance with the Format 4.1, no siting criteria is necessary for this Plan Update.

APPENDIX T MISCELLANEOUS PLAN DOCUMENTS

A. Certification Statement for Draft Solid Waste Management District Plan

Certification Statement for the Draft Plan

We as representatives of the policy committee for the Wood County Solid Waste Management District (District) do hereby certify that to the best of our knowledge and belief, the statements, demonstrations, and all accompanying materials that comprise the District's solid waste management plan (Plan) are accurate and are in compliance with the requirements in the *District Solid Waste Management Plan Format*, version 4.1, the *2020 State Solid Waste Management Plan*, and the Ohio Revised Code.


Commissioner Doris I. Herringshaw, Ed.D.
Wood County, Ohio

5-2-2022
Date Signed


Mayor Mike Aspacher
City of Bowling Green, Ohio

5-2-2022
Date Signed


Jim Rossow
Township Representative

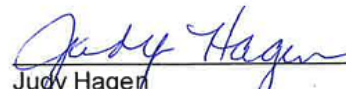
5-2-2022
Date Signed


Lana Gore
Health Commissioner Designee

5-2-2022
Date Signed

ABSENT
Lori Carson
Solid Waste Generator Representative

Date Signed


Judy Hagen
Member Representing General Interests
of Citizens

5-2-22
Date Signed


Nicki Kale
Public Representative

5/2/2022
Date Signed

B. Resolution Adopting the Solid Waste Management District Plan

This document will be included in the Ratified Wood County Solid Waste Management District Plan.

C. Resolution Certifying Ratification of the Solid Waste Management District Plan

This document will be included in the Ratified Wood County Solid Waste Management District Plan.

APPENDIX U RATIFICATION RESULTS

Table U-1 Ratification Summary

Wood			
Board of County Commissioners	Approved	Rejected	Date Resolution Adopted
	Population		Date Resolution Adopted
Community	Approved	Rejected	
Cities			
City of Bowling Green			
City of Northwood			
City of Perrysburg			
City of Rossford			
Townships			
Bloom Township			
Center Township			
Freedom Township			
Grand Rapids Township			
Henry Township			
Jackson Township			
Lake Township			
Liberty Township			
Middleton Township			
Milton Township			
Montgomery Township			
Perry Township			
Perrysburg Township			
Plain Township			
Portage Township			
Troy Township			
Washington Township			
Webster Township			
Weston Township			
Villages			
Village of Bairdstown			
Village of Bloomdale			
Village of Cygnet			
Village of Jerry City			
Village of Pemberville			
Grand Rapids Village			
Village of North Baltimore			
Village of Hoytville			
Village of Millbury			
Village of Walbridge			
Portage Village			
Village of Haskins			
Custar Village			
Village of Milton Center			
Village of Bradner			
Village of Risingsun			
Village of Wayne			
Village of West Millgrove			
Village of Luckey			
Village of Tontogany			
Village of Weston			
Total	0	0	
County Population	131,248		
Ratification percentage	0%		

APPENDIX V INVENTORY OF OPEN DUMPS AND OTHER DISPOSAL FACILITIES

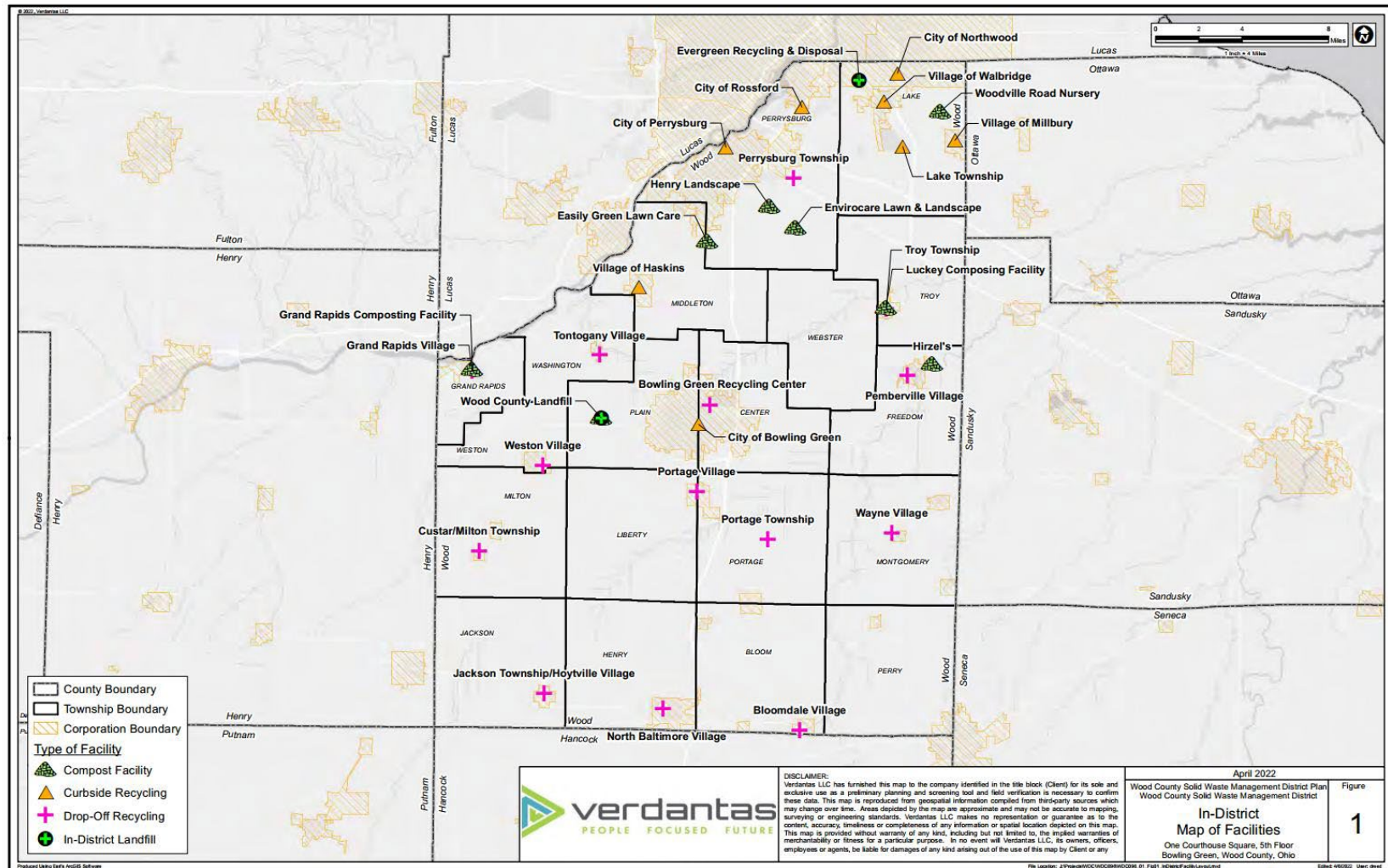
A. Existing Open Dumps and Waste Tire Dumps

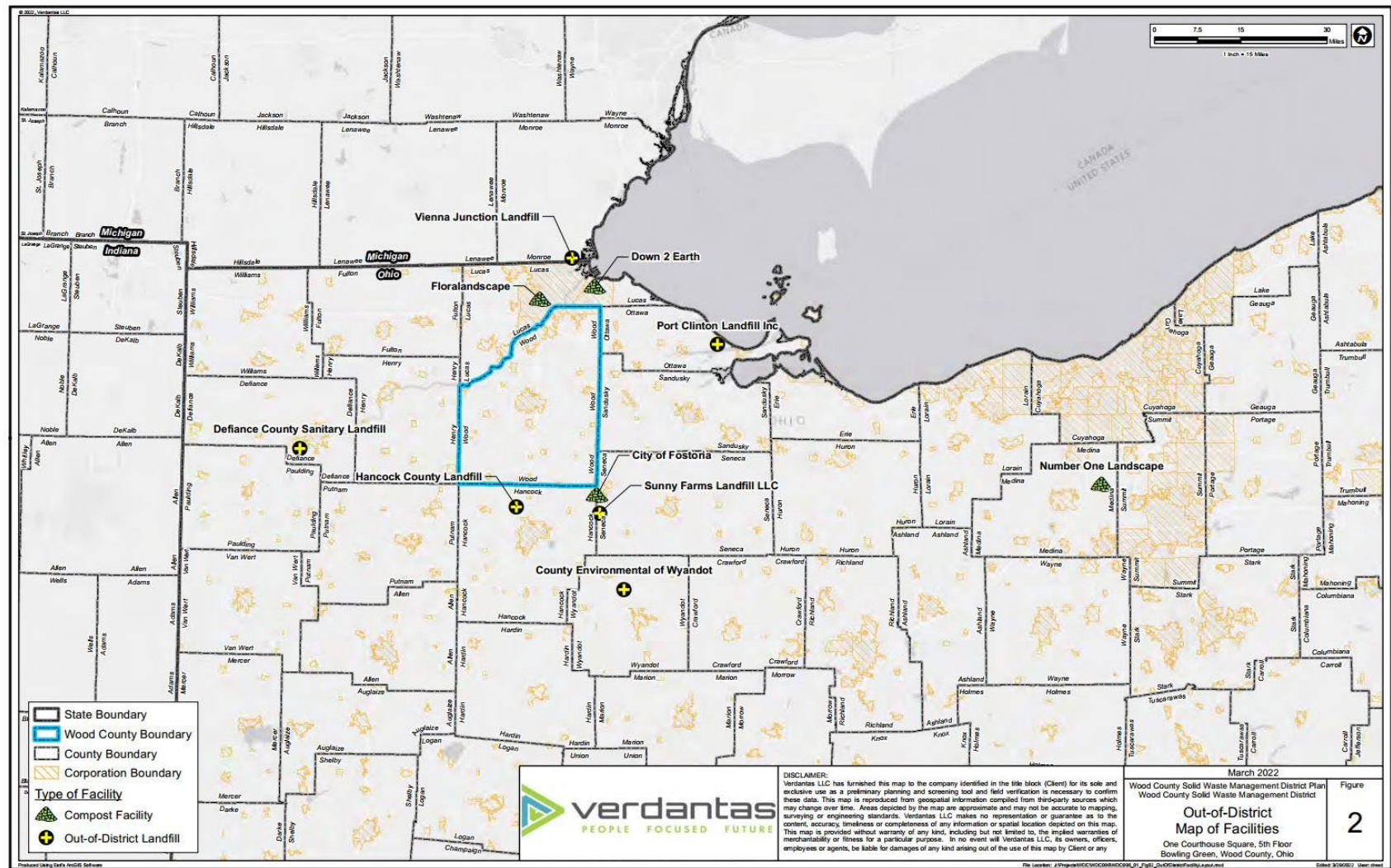
There are no existing open dumps or waste tire dumps in the District

B. Ash, Foundry Sand, and Slag Disposal Sites

To the District's knowledge, there are no dedicated sites in the District that currently accept ash, foundry sand, or slag.

APPENDIX W DISTRICT MAP





APPENDIX X OUTREACH AND MARKETING MATERIALS



Recycle Right

Tips to Reduce Contamination in Your Recycling

1. Know what to throw

Contact Wood County Solid Waste Management District or your local recycling hauler

2. Plastics

Plastic jugs & bottles from your kitchen, laundry, and bathroom
No bulky, rigid plastics or flexible plastic (can poke your finger through)

3. Clean, Empty, & Dry

4. Do not bag

Keep recyclables loose. If it looks like trash, it gets thrown away like trash!

5. Nothing smaller than a credit card

6. Other recycling

Electronics, Household Hazardous Waste, Tires - WCSWMD Household Recycling Options
Flexible Plastic - take back to the store
Clothing/Textiles, Organic Waste - donated, composted

7. When in doubt, throw it out!

8. Create less waste in the first place! **REDUCE & REUSE**

Wood County SWMD Hannah Bumb, Recycling Outreach Coordinator 419-354-1515
hbumb@woodcountyoio.gov www.recyclewoodcounty.org



WOOD COUNTY SOLID WASTE MANAGEMENT DISTRICT EDUCATIONAL PRESENTATION GUIDE 2020–2021

All Ages

- **Recycle Right:** Learn how to recycle right to maximize sustainability efforts, reduce contamination, and ensure that what goes in the recycling bin belongs there.
- **Compost 101:** Learn the basics of backyard composting: what goes in the bin, various compost methods, and how to troubleshoot common issues.
- **Home Safe Home:** A guide to the possible hazards of using chemical cleaners and discover safe and effective alternatives with cleaning recipes.
- **Recycled Arts & Crafts:** Includes newspaper pots, paper-making, and a DIY bird feeder.

Pre-school & Kindergarten

- **Happy Recyclables:** Young learners will hear about the basics of recycling as recyclables come to life. [OLS K.PS.1]
- **Litter Playground:** Learn how litter harms the earth and the importance of recycling through cleaning a playground scene. [OLS K.PS.1]
- **Michael Recycle:** The Michael Recycle book is read followed by a discussion of the benefits of recycling and waste reduction. Students can make their own capes and hats with old newspapers like Michael.

Elementary

- **The 3 R's:** Participants review the three "chasing arrows" that comprise the recycling symbol followed by a "This Becomes That" presentation. A short story on recycling is read along with a recycling worksheet. [OLS 1.PS.1]
- **Landfills:** Learn about landfill operations and alternative means of waste disposal. Students play a waste stream game and learn about waste reduction. [OLS 2.LS.1]
- **Green Washing:** Students learn about eco-friendly products paired with an investigative game and a discussion on resources. [OLS 3.ESS.E]
- **Resources:** A review of renewable and non-renewable resources. Students learn how recycling helps conserve non-renewable resources and play the game "Show Em Sherlock" to understand properties of various recyclables. [OLS 4.LS.1]
- **Recycling Review:** Students divide into teams for a recycling review game. The presentation concludes with a virtual tour of a Materials Recovery Facility. [OLS 5.LS]
- **Recycle Right Relay:** This interactive activity gets kids racing for recycling! Groups are divided into two and must sort through items and place them in the proper disposal bin.

Middle and High School

- **Compost and Soil:** Students learn about compost and its ecological benefits. Various soil samples are examined and analyzed. A discussion on renewable and non-renewable resources underscores the importance of protecting local soil systems. [OLS 6.ESS.4]
- **Watersheds and Biomes:** Students participate in the "Fred the Fish" activity and discuss the impact of non-point source and point source pollution and litter on watersheds. [OLS 7.LS.2]
- **Edible Landfills and Trashology 101:** Participants learn how trash is managed with an emphasis on sanitary landfills. They will build their own landfill that can be eaten at the end of the presentation!
- **Solid/ Hazardous Waste:** Students learn about modern disposal of solid and hazardous waste. They will build a simulated landfill and predict decomposition rates while learning about unsustainable mining practices. Discussion on the benefits and challenges of recycling. Students will complete a consumption diary to track their daily impact on the planet. [OLS ENV.ER.4]

PROGRAMS CAN BE ADAPTED FOR SYNCHRONOUS AND ASYNCHRONOUS INSTRUCTION. LOAN BOXES MAY BE AVAILABLE.

CONTACT HANNAH SMITH, RECYCLING OUTREACH COORDINATOR, TO SCHEDULE A PRESENTATION
HSMITH@CO.WOOD.OH.US
419-354-1515
WWW.RECYCLEWOODCOUNTY.ORG

Wood County Complex Recycling

 Please recycle **ONLY** these items! 



PLASTIC BOTTLES

empty & rinse

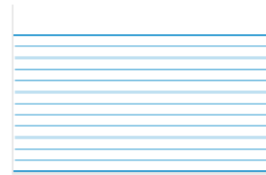
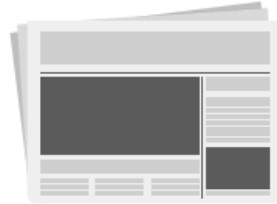
top smaller than body

NO OTHER PLASTIC!



ALUMINUM BEVERAGE CANS

empty & rinse

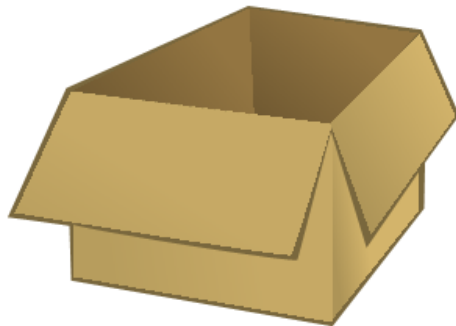


PAPER

office paper: white & colored,
envelopes, file folders, index
cards, labels/stamps/sticky notes,
staples & clips OK

newspaper: phonebooks,
inserts & ads OK

magazines: remove plastic wrap



CARDBOARD

PLEASE FLATTEN!

Questions? Call the SWMD Recycling Coordinator 419.354.1515

East Gypsy Lane Recycling Accepted Items List

*Please make sure recyclables are empty, dry, and clean!
NO plastic bags, food or liquid, or items placed outside of bin*



metal cans



wax cartons



**glass bottles
and jars**



**flattened carboard
mixed paper and fiber**



**plastic bottles, jugs, and tubs
(lids on)**

*For questions or to report issues please contact:
Wood County Solid Waste Management District at (419) 354-9297*

RECYCLE WOOD COUNTY! 24 HR DROP OFF

Mixed Recycling = No Sort. Expanded Recycling Options Available	Report Illegal Dumping: 419.354.9297 No Bagged Recyclables! No Styrofoam!	
PLASTIC - #1 through #7 Only items listed are accepted. food and beverage bottles, containers or packaging bottles such as laundry detergent, fabric softener, shampoo, dish detergent, etc. NO polystyrene egg cartons or motor oil containers FLATTENED CARDBOARD cardboard boxes, cardboard rolls (paper towel/gift wrap), file folders, frozen food boxes, milk cartons, poster board PAPER paper (staples okay), newspaper, envelopes, junk mail, phone books, brochures, magazines ALUMINUM/METAL aluminum beverage cans; food cans; pots, pans, tins & utensils; household scrap metal, NO construction or automotive parts GLASS beverage containers, glass food jars, NO window glass WAX CARTONS (ASEPTIC CONTAINERS) milk and orange juice cartons only NO polystyrene egg cartons	NO No Garbage! No Plastic Bags! (return to retail) YUCK! No Food or Liquid (empty all containers) No Clothing or Linens (use donation programs) No Tanglers (no hoses, wires, etc.) Graphics provided by The Recycling Partnership	

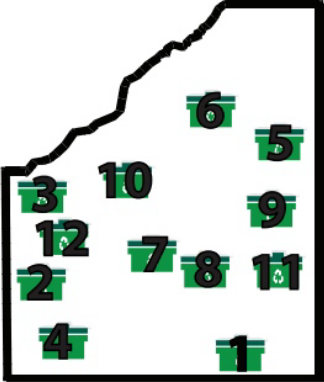
Additional Questions? Contact the Solid Waste Management District!
419.354.9297 or visit www.recyclewoodcounty.org

RECYCLE WOOD COUNTY! 24 HR DROP OFF

7 DAYS A WEEK

FREQUENTLY ASKED QUESTIONS

Locations for Your Convenience



1. Bloomdale: Watershed (Near Water Tower)
2. Custar/Milton Township: Village Park (Superior St.)
3. Grand Rapids: 17460 Sycamore Rd.
4. Jackson Township/Hoytville: Township Building
5. Pemberville: Public Works Yard, 408 Sherman St.
6. Perrysburg Township: 26609 Lime City Rd.
7. Portage: 110 West Walnut Street
8. Portage Township: 9720 Mermill Rd.
9. Troy Township: Across from Township Building
10. Tontogany: Town Hall on Main St.
11. Wayne: 125 Schoolhouse Street
12. Weston: Old Elementary Parking Lot

What types of plastic are accepted?

The Recycle Wood County! 24 HR Drop Off Locations are now accepting all number #1 through #7 plastic food containers, packaging and beverage bottles. Please empty and rinse all containers and replace the lid before recycling. (Examples include: plastic water bottles, milk jugs, yogurt and butter tubs, plastic produce/deli containers, soap bottles, laundry detergent containers, etc.)
Do NOT put plastic bags, film plastic of any kind, or Styrofoam in these containers!

Should I bag my recyclables?

NO! Recyclables are collected loose in the container and then transported to a location where they can be sorted. Plastic bags cause expensive damage to sorting equipment.

Why are the items accepted at these locations different than other programs?

The contracted hauler is transporting the materials to a large Materials Recovery Facility (MRF). This facility is accepting additional materials that others are not able to process.

Do I have to sort my recyclables?

No. All accepted recyclables can be put into the container mixed. No need to bag and no need to sort. This should reduce the number of collection bins needed in your home and add convenience.

Other 24/7 Drop Off Locations (Sorting materials required-no change in materials):

Bowling Green Recycling Center: 1040 N. College Dr., Bowling Green (independent facility)

For information, call 419.354.9297

or visit www.recyclewoodcounty.org

Brought to you by the Wood County Solid Waste Management District,
a department of the Wood County Commissioners
Special thank you to our host communities.



Plastic Film Recycling Guide

Recycle plastic film at these participating retailers. Look for a drop-off bin near the front of the store!

 Churchill's  Kazmaier's  Kroger  Meijer  Target  Walmart

Plastic film must be clean and dry!



thick plastic bags



thin plastic bags



food storage bags



bread bags



produce bags



case wrap



dry cleaning bags



newspaper bags



air pillows



product overwrap



plastic shipping envelopes



bubble wrap

Remove paper labels



www.recyclewoodcounty.org

**Wood County Solid Waste
Management District**



ELECTRONICS RECYCLING



AIM ECYCLING (Toledo)

419-517-2055

aimecycling.com

- accepts computers and electronics
- no TVs, CRT monitors, or Freon or mercury containing items

ENVIRONMENTAL RECYCLING GROUP (Bowling Green)

419-354-6110

ergenvironmental.com

- \$.75 per pound, \$20 minimum

RECYCLE I.T. USA (Toledo)

833-419-2989

recycleitusatoledo.com

- accepts computers, fax machines, monitors, printers, copiers, small electronics, cell-phones, keyboards, mice, and wires for free
- Perrysburg Township drop-off site
- LCD, LED, and plasma TVs \$10 for <32", \$20 for larger

STATE, PAPER, AND METAL (Toledo)

419-243-5567

statepaperandmetal.com

- most electronics for free
- TVs \$25-\$30

RECELL ONE (Toledo)

419-724-9045

recellone.com

- recycle anything with a cord for free
- no TVs

Accepted items and charges subject to change

🎄 WCSWMD Holiday Recycling Guide 🎄

Nice 



empty, flattened
boxes



uncoated
wrapping
paper/cards



uncoated
gift bags



cut trees -
check your community
for Tree-Cycling!



Naughty 



styrofoam



film packaging
take back to the store!



bows and ribbons



glossy or
embellished
wrapping
paper/cards



artificial trees
and decor



Wood County Tree-Cycle 2020

Please remove all decorations, lights, and bags from trees!



City of Bowling Green

curbside pickup week of 1/4
trees out by 7 am

City of Northwood

curbside pickup beginning 12/31

City of Perrysburg

curbside pickup week of 1/11

City of Rossford

curbside pickup first 2 weeks of January

Lake Township

drop off at 3800 Ayers Road in January

Milton Township

drop off at Recycling Center until 1/10

Montgomery Township

drop off at Township Hall between buildings

Perrysburg Township

curbside pickup week of 1/4

Village of Grand Rapids

curbside pickup week of 1/4

Village of Haskins

curbside pickup week of 1/4

Village of Luckey

curbside pickup during January

Village of North Baltimore

curbside pickup first 2 weeks of January

Village of Pemberville

curbside pickup

Village of Portage

curbside pickup during January

Village of Walbridge

curbside pickup

Village of Walbridge

curbside pickup

Wood County Landfill

1 free tree per customer during January

Wood County Park District

drop off at Park District Headquarters,
Otsego Park, WW Knight Preserve, William
Henry Harrison Park, Slippery Elm Trail in
North Baltimore 12/26 - 1/31



*Happy holidays from Wood County
Solid Waste Management District*

www.recyclewoodcounty.org

