



Development of Montgomery County's Solid Waste Master Plan



Task Force Kickoff Meeting

June 5, 2018

Agenda

- Introductions
- Task Force's purpose and logistics
- Master Plan: Objectives
- Master Plan: Project structure
- Master Plan: Deliverables and schedule
Tasks descriptions
- Next steps

Introduction of Task Force Members

- ▶ Caroline Taylor
- ▶ Chaz Miller
- ▶ Ken Lavish
- ▶ Lauren Greenberger
- ▶ Peter Ettinger
- ▶ Robin Wiener
- ▶ Sara Bixby

Keith Levchenko, County Council Staff

Task Force's Purpose and Logistics

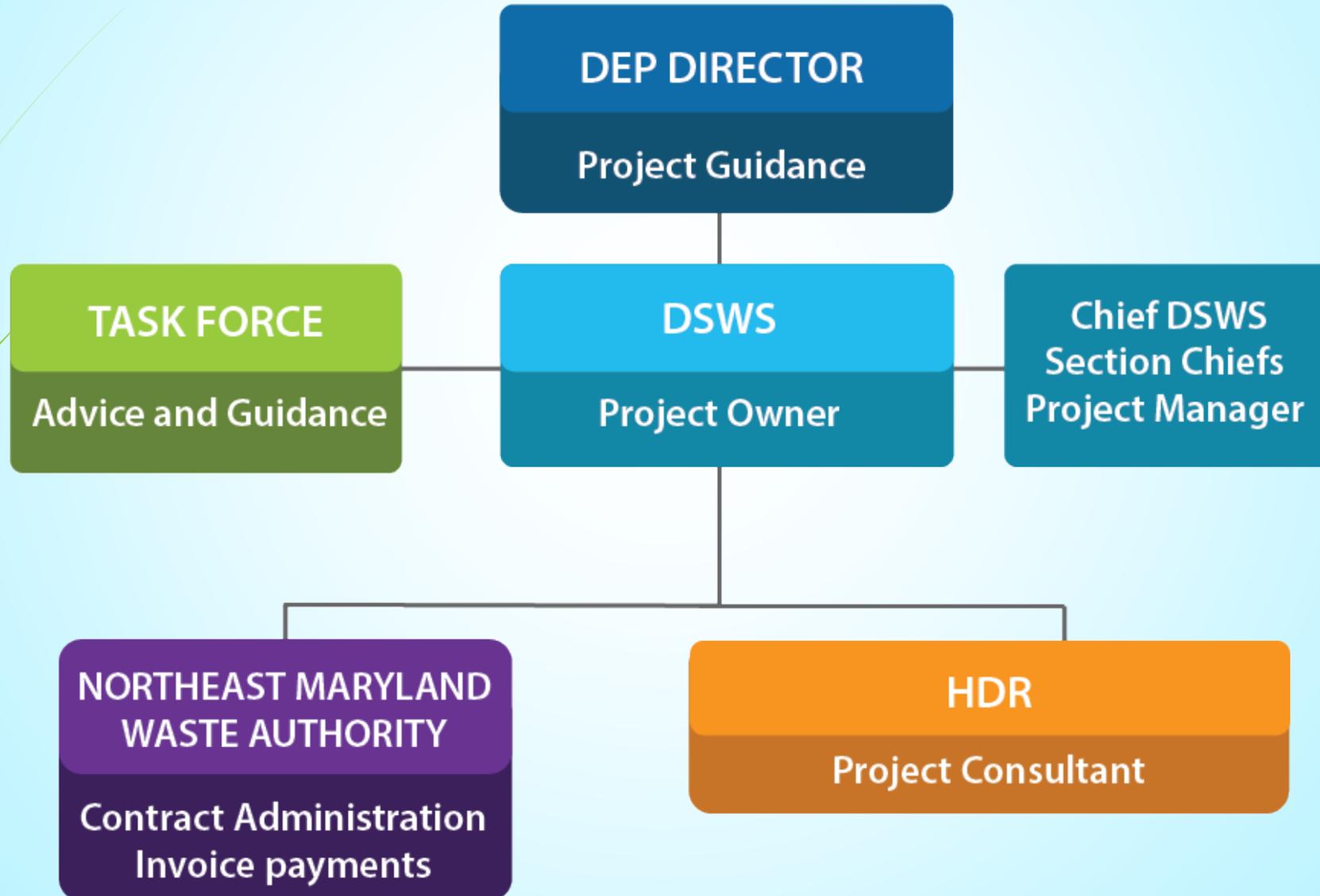
- ▶ **PURPOSE** : To provide advice and guidance to the Division of Solid Waste Services (DSWS) during the development of the Solid Waste Master Plan
- ▶ **COMMUNICATION:**
 - The Task Force will interact with the Chief of the DSWS
 - HDR will develop and maintain a webpage to be hosted on DEP's website to provide information to the Task Force and the public on the Master Plan development
 - The development of the Master Plan includes monthly updates, as well as monthly deliverables
- ▶ **DURATION:** June 2018 - August 2019 (tentative)

Task Force's Purpose and Logistics

CONSIDERATIONS:

- ▶ Everyone's perspective is valuable, and everyone's input is important
- ▶ Consider all relevant information
- ▶ Strive for consensus
- ▶ If there is no consensus, find the best alternative – one that most everyone can live with
- ▶ Ultimately, it is the responsibility of the County to recommend strategies that balance all interests to bring about the greatest good for all
- ▶ It is expected that the Task Force will select a Chairperson to communicate Task Force decisions and input to DEP as related to the Master Plan
- ▶ The County respectfully requests that the Task Force respond with a set of consolidated comments within seven (7) days after the receipt of the deliverables

Master Plan Project Structure

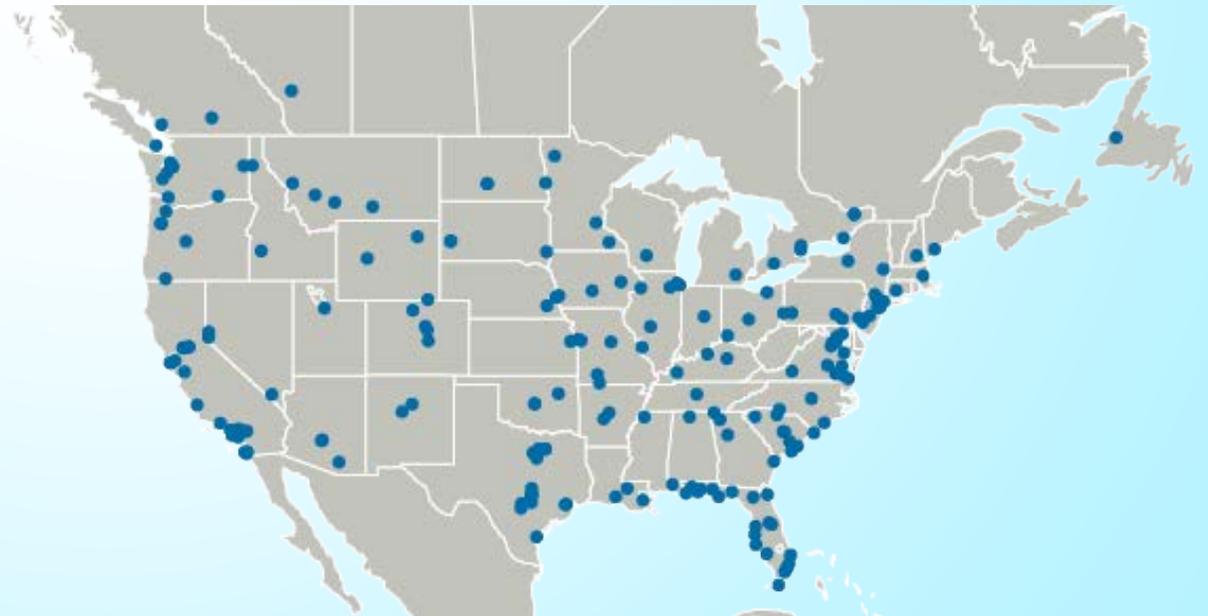


About HDR

HDR is a full-service architectural, engineering, and consulting firm that excels at managing complex projects and solving challenges for clients. HDR has partnered with clients to shape communities and push the boundaries of what's possible since 1917.

We specialize in engineering, architecture, environmental and construction services. With nearly 10,000 employees in more than 225 locations around the world, we think global and act local.

We have more than 350 engineers, architects, planners, environmental scientists, and support staff in the Mid-Atlantic Region.



Highlighted HDR Projects

- ▶ Phoenix AZ, Call for Innovators
- ▶ San Jose CA, Zero Waste Strategic Plan
- ▶ Toronto ON, Long-Term Solid Waste Management Strategy (2017 SWANA Gold Award)
- ▶ Cambridge MA, Zero Waste Master Plan
- ▶ Portland OR, Long-Term Residuals Roadmap
- ▶ Los Angeles, CA, Solid Waste Integrated Resources Plan (or "City's Zero Waste" Plan)

HDR Project Team

- ▶ HDR Project Team members
 - ▶ MSW Consulting
 - ▶ Coker Composting and Consulting
 - ▶ Kasa Consulting

Master Plan Objectives

- Develop a clear and realistic future vision of Montgomery County's solid waste and recycling program and operations with the goal of maximizing waste reduction, reuse/repair, recycling, and sustainable management of materials
- Develop actionable strategies (with projected costs, timelines, and outcomes) to achieve this goal
- Identify impacts on existing solid waste management programs, facilities and operations, including new investments, initiatives, changes in methods of operations, and retiring or replacement of existing facilities

2018

June July August September October November December

TASK 1
Current state assessment

TASK 2
Benchmarking and best practices

TASK 5
Improvements to the current diversion/recycling system

TASK 3
Stakeholder, citizen, and expert Engagement Plan

TASK 6
Meet with DEP

TASK 8
Review of existing processing facilities

TASK 4
Website content & branding

January February March April May June July August

2019

TASK 4
Website content & branding

TASK 6
Meet with DEP

TASK 7
Prepare a planning document

TASK 8
Review of existing processing facilities

TASK 10
Final Master Plan

TASK 9
Develop options for collection and disposal of "What's Left"

TASK 11
Presentation of the Plan

11

Solid Waste Master Plan Deliverables and Schedule

WHERE ARE WE?**JUNE 2018 - AUGUST 2018**

Current State Assessment

Benchmarking and Best Practices ★

STAKEHOLDER ENGAGEMENT PLAN

Task Force Meetings Webpage Content ★
 Community Meetings Survey ★
 Branding ★

WHERE DO WE WANT TO GO?**AUGUST 2018 - FEBRUARY 2019**

Improvements to Current System ★

Prepare Draft Planning Document ★

WHAT'S LEFT?**OCTOBER 2018 - MAY 2019**

Review existing Processing Facilities

How to manage what's left ★

DRAFT ★**AND FINAL MASTER PLAN****JUNE 2019 - AUGUST 2019**

Proposed Task Force input

Review of Solid Waste Master Plan Tasks

Task One: Current State Assessment

Scope:

- ▶ Review Private and County-owned disposal and processing facilities
- ▶ Understanding solid waste system streams
- ▶ Projections of solid waste generation and recycling
- ▶ Review Funding Mechanisms
- ▶ Review Waste management programs and services
- ▶ Contract review

Deliverables:

- ❖ Current State Assessment Report –Draft for comments
- ❖ Final Draft Report

Review of Solid Waste Master Plan Tasks

Task Two: Benchmarking and Best practices

Scope:

- ▶ Compare Montgomery County against other communities
- ▶ Identify performance metrics for comparison (e.g. per capita waste generation rates, recycling or diversion rates, waste generation sources, waste composition, services provided etc.)
- ▶ Identify best practices in other communities

Deliverable:

- ❖ Identification of programs from five high recycling/diversion jurisdictions that should be included in Task Five

Task Force Input:

- ❖ Review the list of jurisdictions pre-selected as a comparative sample group
- ❖ Task Force may propose other jurisdictions that the consultant could use to the base listing

Review of Solid Waste Master Plan Tasks

Task Three: Stakeholder Engagement Plan

Scope:

- Identification of stakeholders
- SEP will include: Public awareness baseline survey, Task Force meetings, Community meeting/poster board sessions (five)

Deliverables:

- ❖ One Draft/final stakeholder analysis
- ❖ One draft/final survey public awareness baseline survey
- ❖ Draft/final meeting materials for each community meeting
- ❖ Draft/final meeting summaries

Task Force Input:

- ❖ Provide names of stakeholders that should be part of the process
- ❖ Review the draft SEP to help ensure that the SEP reaches a representative cross section of County residents, businesses and other stakeholders

Review of Solid Waste Master Plan Tasks

Task Four: Webpage content and branding

Scope:

- ▶ Web-friendly content to be hosted on the County's website
- ▶ Slogans/logos

Deliverables:

- ❖ Templates, logos and brand standards

Task Force Input:

- ❖ Assist the County with the selection of the preferred slogan/logo (branding) to be used throughout the Master Plan design effort

Review of Solid Waste Master Plan Tasks

Task Five: Improvements to the current diversion/recycling system

Scope:

- Identify opportunities for diversion and recycling

Deliverables:

- ❖ Draft and Final Proposed Improvements to the System Report
- ❖ Draft Executive Summary and Report

Task Force Input:

- ❖ Provide additional programs/ideas for increasing diversion (reduce, reuse, and repair) and recycling that should be considered by the Project Team

Review of Solid Waste Master Plan Tasks

Task Six: Meet with DEP

Scope:

- ▶ Summarize information from Tasks 1, 2, and 5 so DEP understands the work that was done

Deliverables:

- ❖ Presentation summarizing the work done
- ❖ Final electronic presentation for the Authority/County

Review of Solid Waste Master Plan Tasks

Task Seven: Prepare a planning document

Scope:

- ▶ Develop a recommended hierarchy of programs for the County to pursue

Deliverables:

- ❖ Draft and Final public planning document
- ❖ Develop graphic content to solicit feedback from public and stakeholders
- ❖ Focus groups or public meetings may occur at this time

Task Force Input:

- ❖ Provide input to the draft report before the release to the public

Review of Solid Waste Master Plan Tasks

Task Eight: Review of existing processing facilities

Scope:

- ▶ Review the County's four existing waste processing facilities
 - Shady Grove Transfer Station
 - Materials Recovery Facility and Paper Processing Facility
 - Resource Recovery Facility
 - Composting Facility

Deliverables:

- ❖ Draft and Final Report and Executive Summary

Review of Solid Waste Master Plan Tasks

Task Nine: What's left

Scope:

- Analyze remaining materials and identify collection requirements for any new services
- Assess a variety of scenarios
- Identify improvements and use of best practices

Deliverables:

- ❖ Draft and Final Report and Executive Summary

Task Force Input:

- ❖ Provide input to the draft report before the release to the public

Review of Solid Waste Master Plan Tasks

Task Ten: Master Plan

Scope:

- ▶ Combine the outcome of Task 7-9 and begin the public planning document

Deliverables:

- ❖ Draft and Final Master Plan and Executive Summary

Task Force Input:

- ❖ Review and comment on the draft Master Plan report

Review of Solid Waste Master Plan Tasks

Task Eleven: Presentation of the Plan

Scope:

- ▶ Master Plan for presentation to the Executive, County Council, and residents of Montgomery County

Deliverables:

- ❖ Final Master Plan presentation
- ❖ Final Master Plan and Executive Summary

WHERE ARE WE?**JUNE 2018 - AUGUST 2018**

Current State Assessment

Benchmarking and Best Practices ★

STAKEHOLDER ENGAGEMENT PLAN

Task Force Meetings Webpage Content ★

Community Meetings Survey ★

Branding ★

WHERE DO WE WANT TO GO?**AUGUST 2018 - FEBRUARY 2019**

Improvements to Current System ★

Prepare Draft Planning Document ★

WHAT'S LEFT?**OCTOBER 2018 - MAY 2019**

Review existing Processing Facilities

How to manage what's left ★

DRAFT ★**AND FINAL MASTER PLAN****JUNE 2019 - AUGUST 2019**

Proposed Task Force input

Task Force Next Steps

- ▶ Elect chairperson, facilitator, point of contact
- ▶ Create subcommittees (Task Force's choice)
- ▶ Provide advice and guidance specially on Tasks 2, 3, 4, 5, 7, 9 and 10

Coming up:

- ▶ **Task 2.** Benchmarking and best practices
 - ❖ Review the list of jurisdictions pre-selected as a comparative sample group
 - ❖ The Task Force may propose other jurisdictions that HDR could use
- ▶ **Task 3.** Stakeholder, Resident and Expert Engagement Plan
 - ❖ Provide names of stakeholders that should be part of the strategic planning process
- ▶ **Task 4.** Website content and branding

Questions?