



Hamilton County Storm Water District

Administered by the Hamilton County Engineer's Office – Theodore B. Hubbard, County Engineer

In partnership with H. C. Soil and Water Conservation District, The H. C. Department of Planning and Development, H. C. Public Health, the City of Cincinnati Stormwater Management Utility, and the Metropolitan Sewer District of Greater Cincinnati

Website: <http://www.hamilton-co.org/stormwater>

Hamilton County Storm Water District

68th Oversight Board Minutes

October 23, 2014

2:00 p.m.

Springfield Township Administration Building

Allen Paul Room

Board Members Present	Board Members Absent
Theodore Hubbard – Hamilton County Engineer	Joseph Honerlaw – Springfield Township Trustee
Chris Monzel – Hamilton County Commissioner	Jenny Kilgore – Village of Glendale
Mark Quarry – Village of Silverton Councilman	Alternates Absent
Russ Jackson – Anderson Township Trustee	Frank Birkenhauer – Colerain Township Assistant Administrator and Director of Development
Alternates Present	Tony Parrott – Director – Metropolitan Sewer District of Greater Cincinnati
Jim Obert – Symmes Township Resident	Richard Osgood – City of Sharonville Building and Planning Director
	Gena Bell – Hamilton County Commissioners' Office
	Tim Gilday – Hamilton County Engineer's Office

Guest Name	Organization
Andrew Bohlen	CDM Smith
Chris Calpin	CDM Smith
Roy Cole	Parjana
Dora Hamblin	CDM Smith
Rich Hughes	Kiesland
Mohammad Islam	Hamilton County Public Works
Brad Johnson	Hamilton county Public Health District
Bill Luchsinger	Hamilton County Engineer's Office
Jennifer Kaminer	Village of Fairfax Administrator
Todd Long	Hamilton County Engineer's Office
Andy Mauk	Kiesland
Gordon Perry	City of Blue Ash
Bill Pitman	Symmes Township
Carole Rich	Parjana
Ron Ripperger	Delhi Township
Kara Scheerhorn	Mill Creek Watershed Council
Richard Shelly	Anderson Township
Samuel Siferd	CDM Smith
Jim Welber	Hamilton County Planning Development

1) **Meeting Called To Order / Pledge of Allegiance**

Chairman Quarry called the 68th Oversight Board Meeting to order at 2:07 p.m., and then led the group in the Pledge of Allegiance.

2) **Introductions**

Introductions of the Oversight Board and Alternate Members were made.

3) **Approval of Minutes:**

Board Member Monzel moved to approve the minutes from the 67th Oversight Board Meeting dated June 19, 2014; seconded by Board Member Obert, the motion carried.

4) **Unfinished Business:**

None

5) **New Business:**

A) Mr. Todd Long presented the 2015 Meeting Schedule. (Copy of draft schedule attached in meeting packet) ; the schedule includes the Public meetings such as the Oversight Board Meetings, Work Session Schedules, and Partner Agency Progress Meetings' each of which are scheduled quarterly. The draft 2015 Meeting Schedule was submitted for approval for 2015 season planning.

Board Member Hubbard moved to approve the schedule as presented.

Seconded by Board Member Monzel, the motion carried.

B) Mr. Todd Long provided an update regarding the District's Fiscal Budget (copy of the materials in meeting packet). Mr. Long provided a summary history of the District and its decisions to collect fees across four elective categories, which address separate requirements of the NPDES Phase II permit. The fees are collected via the tax bill or through a direct bill to the jurisdiction should they elect this method. The services include:

- District-Wide Services - include public education and involvement; government good housekeeping and pollution prevention. The service fee for these services is \$3.68/single family unit (SFU) annually.
- Development Review And Inspection Services – review plans for storm water, best management practices and inspect those practices as constructed in the field. The service fee for these services is \$1.16/SFU annually
- Illicit Discharge Detection And Elimination Services – field investigate potential pollution concerns, and respond to storm water related nuisance complaints. The service fee for these services is \$2.37/SFU annually.

- District-Wide System GIS Map Development – field collection and attribution of storm water system and ditches. The service fee for these services is \$0.92/SFU annually

A community electing to receive all services would receive a bill of \$8.13 per year per SFU.

Question: Board Member Monzel asked Mr. Long whether a single family unit represents a single family residence?

Answer: Mr. Long explained that a single family unit represents a statistical average of the amount of hard surface (imperviousness) associated with single family homes in Hamilton County. This statistical average applies to commercial or industrial properties in addition in a proportionate measure to their imperviousness. For example if you have a grocery store that will have the equivalent of 100 times as much impervious area as the average residence, it will receive 100 SFUs. Apartment complexes also receive a bill representative of impervious area.

Mr. Long continued his update by indicating that there will be impacts to future District budgets because of the loss of state match on funds provided to the Soil and Water Conservation District. The impact of this loss of state funds will be felt in both the District Wide Services and the Development Review and Inspection Services. The other program elements are unaffected by this loss of revenue.

Approximately \$143,000 per year is no longer coming in for District Wide Services as a result of this loss of state match. In addition, \$69,000 is no longer coming in for Development Review and Inspection Services.

To address the loss of revenue, the District evaluated the unspent funds that had been collected for these two services. In the years since the District has started collecting funds, it has accumulated approximately \$700,000 of free balance under District Wide Services. This free balance can be used to account for the loss of state match for approximately four or five years. The District has a free balance of close to \$1.5 million under Development Review and Inspection Services, which can be used to offset the loss of state match for that program for a longer period of time.

Question: Board Member Monzel and Board Member Hubbard asked Mr. Long whether the District can only use the surpluses in that specific category to apply to those services, so you couldn't cross over and use the balance in Development Review and Inspection Services for District Wide Services?

Answer: Mr. Long answered that the question posed is most appropriately answered by the Hamilton County Prosecutor's Office. Mr. Long recommended that the District seek a prosecutorial opinion on the matter.

Question: Board Member Monzel asked Mr. Long how monies are collected as revenue for the District.

Answer: Mr. Long explained that there are two ways that a member jurisdiction can pay storm water fees. The first is a direct-bill option. The District creates and invoice for the requested services, send the invoice in October of each year, and when a check is returned it is deposited through the Treasurer into the restricted account. The second option is for each member of a community is to pay the storm water fee through their tax bill. The storm water fee actually gets lumped into a line item called special assessments, on the property owner's tax bill. Payment from each property owner in a community is collected by the Treasurer and Auditor and moved into the District's account via a settlement process two times a year.

Question: Board Member Monzel asked Mr. Long whether the District has problems with collection.

Answer: Mr. Long answered that across the program, the collection rate is around 92%.

Mr. Long concluded the budget update by stating that the District will be working to determine the amount of minimum free balance that should be held in each of the service categories out of good financial practice. The District will also seek prosecutorial opinion to better understand the constraints of the money collected for these different fees. This information should be used during the development of the 2016 budget to best allocate the funds across the District's priorities.

Comment: Board Member Jackson commented to Mr. Long and that Board that he felt it was worth addressing the loss of state match at the source by proactively encouraging those at the state level to restore the funding.

- C) Mr. Todd Long presented the Capital Improvement Program (CIP) materials (copy of the materials in meeting packet). The District has awarded approximately \$500,000 each of the last several years (program years 2011, 2012, and 2013) for capital improvement projects to help us attain our Illicit Discharge goals. The District has been asked by the Oversight Board support staff to form a sub-committee to provide additional review of the evaluation criteria by which the District selects projects for award. The purpose of the review is to evaluate green construction techniques and add more sustainable elements to those projects which are awarded. The District is asking for one representative from the County Engineers office, two representatives from the Municipal League, two representatives from Township Association, one representative from the City of Cincinnati, and two representatives from municipal engineering firms. The District is also considering extending invitations to a peer agency outside of Hamilton County. While this committee is being set up, the CIP project evaluation and awards process will be put on hold (program year 2014 funds). The \$500,000

that was set aside for CIP projects this year (2014) will stay committed to that purpose, but will likely be awarded next autumn or later.

Question: Board Member Monzel asked Mr. Long when the potential committee members would be contacted.

Answer: Mr. Long stated that the District issued invitation letters to sit on the committee earlier in the week. As soon as these are returned, District staff will schedule the first of their meetings.

The District has continued to issue the awards letters for the remainder of the balance of the CIP projects that were awarded funding under the previous year's program. Those letters have gone out to most of the communities. The District has gotten a lot of feedback from the communities who are excited about the projects that have been funded to date.

6) Further Announcements:

A) Next Meeting Date:

- Oversight Board Meeting ; January 22, 2015 at 2:00 p.m. in Springfield Township

7) Other Business:

Presentation by Parjana (presentation available on share point)

8) Adjournment:

With no further business, it was moved by Board Member Quarry and seconded by Board Member Monzel that the 68th Oversight Board meeting be adjourned. The meeting concluded at 3:09 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Theodore B. Hubbard". The signature is written in a cursive, flowing style.

Theodore Hubbard, P.E.-P.S.
Secretary/Treasurer for HCSWD

