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**MEMORANDUM**

TO: Board of Commissioners  
FROM: Sarah Reeves  
DATE: June 18, 2020  
RE: Executive Director Update

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**PAST**

- Several questions arose at the June 10<sup>th</sup> meeting regarding the depackaging presentation:
  - *How many FTEs are anticipated?* Vanguard anticipates needing three FTEs. These would not be CSWD employees
  - *Can solar or other renewable energy be required of any new brick and mortar project involving CSWD?* We will bring this to the negotiations.

**PRESENT**

- As of June 18, I've presented the FY 2021 budget to 17 member communities and have received 15 affirmative votes (two communities require a hearing followed by a vote at a later meeting). Ten affirmative votes are required for budget adoption.
- We have developed a priority-based staffing schedule for the return to the office to ensure proper physical distancing. The Finance and Operations departments are priority staffing for in-office needs. Those who can work effectively remotely will continue to do so for the foreseeable future.
- Please see Jen Holliday's legislative update in Program Updates for information regarding the potential for COVID-related expenses reimbursement for solid waste districts.

**FUTURE**

- Sarah vacation (tentative): July 3 – July 17