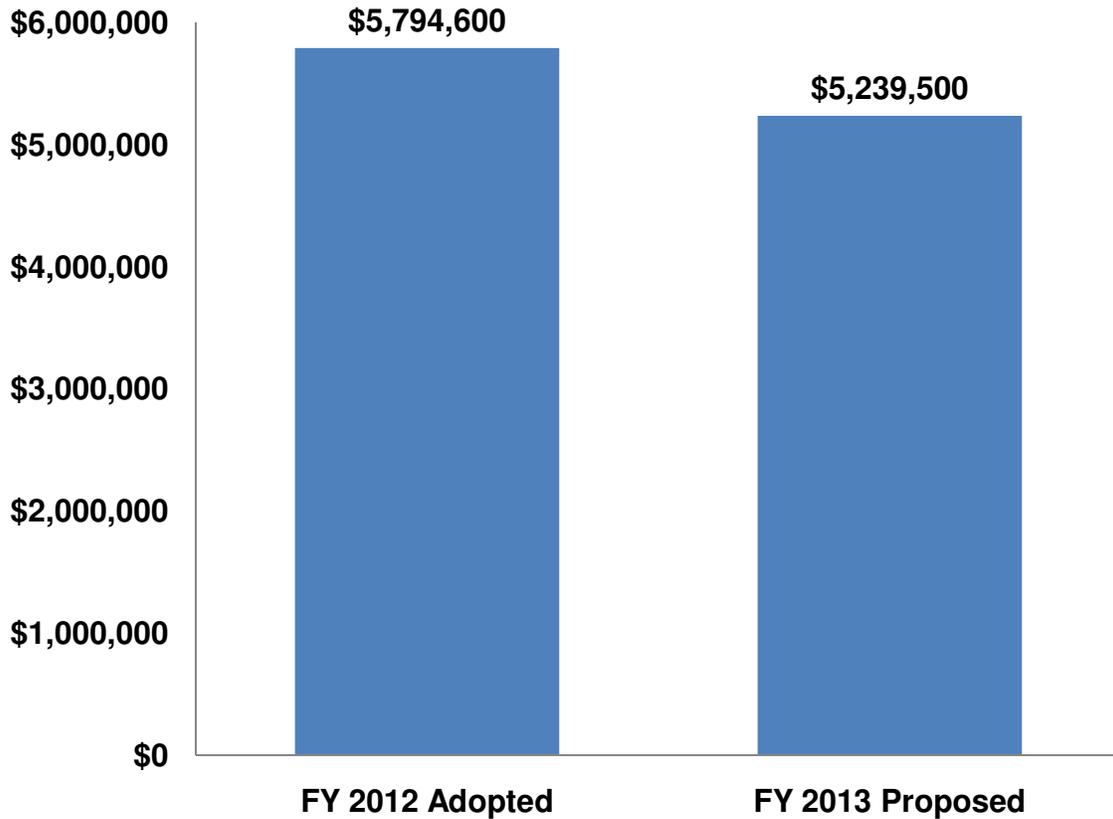


# FISCAL YEAR 2013 Landfill Operations

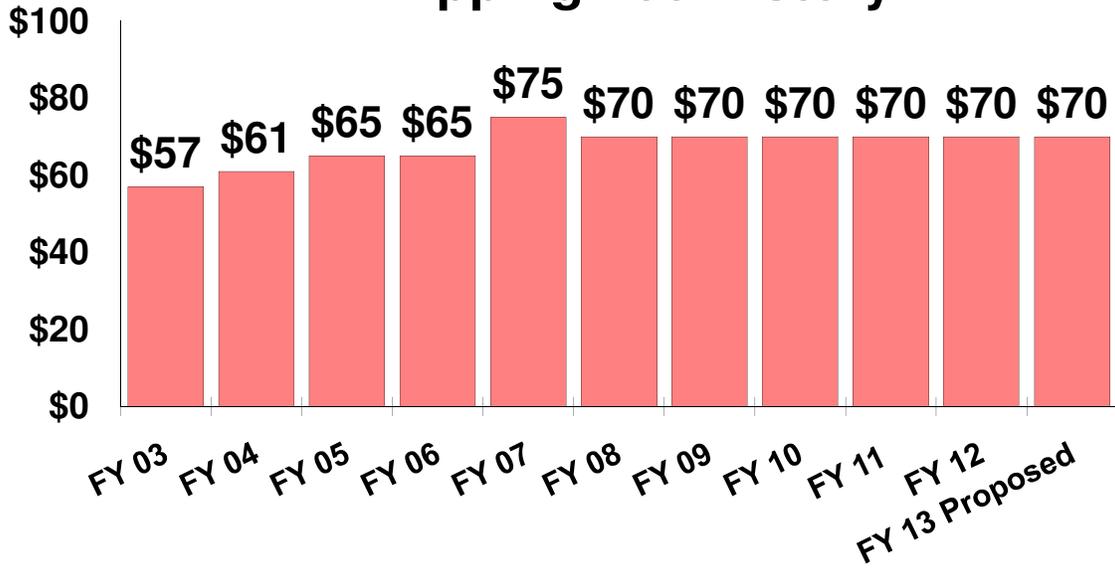
**Total Budget: \$5,239,500**



	FY2012 Adopted	FY2013 Proposed	Variance	% Change
Revenues	\$5,794,600	\$5,239,500	(\$555,100)	-9.6%
Expenditures	5,794,600	5,239,500	(555,100)	-9.6%
<b>Operating Gain/ (Loss)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

**The change in budget is primarily due to the retirement of debt associated with closing the old landfill.**

## Tipping Fee History



## Tag-a-bag Fee



Per consultant study, the Tag-a-bag fee should be increased to \$2.10. A proposal to phase-in to full cost recovery is recommended.

# LANDFILL FUND

	FY2012 Adopted	FY2013 Proposed	Variance	% Change
<b><u>Revenue</u></b>				
Tipping Fees	\$4,984,300	\$4,974,600	(\$9,700)	-0.2%
Tag-a-bag	205,100	259,500	54,400	26.5%
Permits/Other	5,400	5,400	0	0.0%
Fund Balance	599,800	0	(599,800)	-100.0%
<b>Total Revenues</b>	<b>\$5,794,600</b>	<b>\$5,239,500</b>	<b>(\$555,100)</b>	<b>-9.6%</b>
<b><u>Expenditures</u></b>				
Personal Services	\$1,433,400	\$1,433,400	\$0	0.0%
Fringe Benefits	530,400	500,800	(29,600)	-5.6%
Operating Costs	742,100	834,100	92,000	12.4%
Debt Service	30,700	30,700	0	0.0%
Operating Contingency	8,200	8,300	100	1.2%
<b>Total Baseline Request</b>	<b>\$2,744,800</b>	<b>\$2,807,300</b>	<b>\$62,500</b>	<b>2.3%</b>
Program Enhancements	0	26,300	26,300	
<b>Total Operating Expenditures</b>	<b>\$2,744,800</b>	<b>\$2,833,600</b>	<b>\$88,800</b>	<b>3.2%</b>
Capital Budget Reserve	1,800,000	1,854,000	54,000	3.0%
Capital Maintenance / Reserves	650,000	551,900	(98,100)	-15.1%
Old Landfill Debt	599,800	0	(599,800)	-100.0%
<b>Total Expenditures</b>	<b>\$5,794,600</b>	<b>\$5,239,500</b>	<b>(\$555,100)</b>	<b>-9.6%</b>
<b>Operating Surplus/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

## **Program Enhancements**

Capital Maintenance	Scalehouse renovation to replace 17 year old carpeting and furniture. New workstations previously recommended by the auditor to improve visibility and internal controls.	\$25,000
Contract Services	GPS Monitoring of 2 County vehicles.	600
General Supplies	GPS units for 2 County vehicles.	700
<b>Total Program Enhancements</b>		<b>\$26,300</b>

## Solid Waste

**Department:** Public Works - Facilities 27.05.38  
**Division \ Program:** Landfill Fund: Enterprise  
**Program Administrator:** Dennis Fleming, Chief of Environmental Resources

Expenditure Category	FY2011 Actual	FY2012 Adopted	FY2013 Proposed	FY2013 Adopted	\$ Change from FY2012	% Chg.
Personal Services	\$1,318,784	\$1,433,400	\$1,433,400		\$0	0.0%
Fringe Benefits	462,681	530,400	500,800		(29,600)	-5.6%
Operating Costs	706,200	742,100	834,100		92,000	12.4%
Debt Service	32,209	30,700	30,700		0	0.0%
Operating Contingency	0	8,200	8,300		100	1.2%
Transfer to General Fund	599,800	599,800	0		(599,800)	-100.0%
Capital Budget Reserve	2,226,500	1,800,000	1,854,000		54,000	3.0%
Capital Outlay	0	600,000	0		(600,000)	-100.0%
Capital Maintenance	0	50,000	0		(50,000)	-100.0%
Equipment Reserve	0	0	551,900		551,900	NEW
<b>Total Expenditures</b>	<b>\$5,346,174</b>	<b>\$5,794,600</b>	<b>\$5,213,200</b>	<b>\$0</b>	<b>(\$581,400)</b>	<b>-10.0%</b>

### Changes and Useful Information:

- Fringe Benefits reduction due to decrease in estimated pension costs and less health & dental participation.
- Reasons for the Operating Costs increase of 12.4%:
  - Increase to the Indirect Cost allocation to recover services provided by the General Fund. Total increase of \$44,600, a 24% increase.
  - Vehicle Fuel budget has been increased to current pace. Total increase of \$37,000, a 32% increase.
  - Contract Services has been increased by \$5,400 to hire a consultant for landfill gas monitoring as required by the United States Environmental Protection Agency (EPA) and by \$5,900 to upgrade the CFA software.
  - Intercom System, \$2,000, and the Credit Card Machine, \$1,800, needs to be replaced.
  - To purchase a portable welder for field repairs - \$4,100.
  - Other line items have been reduced by (\$14,400) to partially offset these expenditure increases.
- The FY 2011 & FY 2012 Transfer to the General Fund was for the debt service to close the prior landfill site at Pisgah. This transfer is no longer needed as this debt obligation has been paid in full.
- Capital Budget Reserve increase is needed for the future development of the remaining space at the Landfill and is based on the estimated tonnage amount.
- FY 2013 Capital Outlay & Capital Maintenance decrease due to no requested items.
- Equipment Reserve budget of \$500,000 is recommended for future equipment replacement.

### Description:

The Charles County Sanitary Landfill is a modern composite lined landfill opened in July 1994. Located on Billingsley Road East, it features a citizen's recycling-disposal center, a vehicle/equipment maintenance facility, and leachate collection center. The Landfill was designed to accommodate 800 lbs. of refuse per cubic yard, with a 12 year, 8 month life. Due to the higher goal of a compaction rate of at least 1,200 lbs. per cubic yard, and the use of alternative daily cover material, the Landfill life has been doubled .

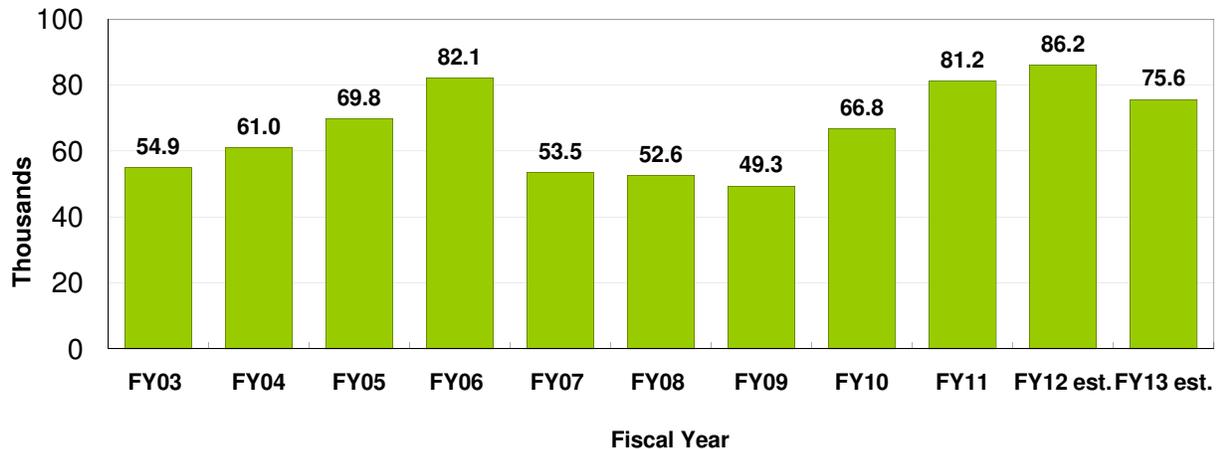
## Solid Waste

**Department:** Public Works - Facilities 27.05.38  
**Division \ Program:** Landfill Fund: Enterprise  
**Program Administrator:** Dennis Fleming, Chief of Environmental Resources

<b>Positions:</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Director of Public Works	0.3	0.3	0.1	0.1	0.1
Assistant Dir of Public Works - Facilities	0.0	0.0	0.0	0.2	0.2
Chief of Environmental Resources	0.8	0.8	0.8	0.8	0.8
Financial Support Manager	0.0	0.0	0.0	0.1	0.1
Landfill Superintendent	1.0	1.0	1.0	1.0	1.0
Scalemaster	1.0	1.0	1.0	1.0	1.0
Landfill Operations Supervisor	1.0	1.0	1.0	1.0	1.0
Landfill Equipment Technician	2.0	2.0	2.0	2.0	2.0
Facilities Maintenance Technician II	1.0	1.0	1.0	1.0	1.0
Management Support Specialist	0.0	0.0	0.0	0.2	0.2
Administrative Associate	1.0	1.0	1.0	1.2	1.2
Assistant Weigh Clerk	1.0	1.0	1.0	1.0	1.0
Equipment Operator II - IV	8.0	7.0	7.0	7.0	7.0
Weigh Clerk	2.0	2.0	2.0	2.0	2.0
Facilities Maintenance Technician I	1.0	1.0	1.0	1.0	1.0
Solid Waste Worker	8.0	6.5	6.5	6.5	6.5
Part Time Positions	4.6	4.8	4.8	4.8	4.8
<b>Total Full Time Equivalent</b>	<b>32.6</b>	<b>30.4</b>	<b>30.2</b>	<b>30.9</b>	<b>30.9</b>

<b>Objectives &amp; Measurements:</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Estimated</b>
<i>Objective: To monitor revenues to determine the life expectancy of the Landfill.</i>					
Residential Tonnage	26,518	27,725	31,635	31,750	32,000
Commercial Tonnage	7,585	26,271	27,000	30,524	18,151
Bulky Tonnage	<u>20,317</u>	<u>20,585</u>	<u>27,127</u>	<u>27,200</u>	<u>27,200</u>
Total Tons	54,420	74,581	85,762	89,474	77,351
Number of Patrons	100,626	99,549	100,714	101,000	101,500
<i>Objective: To maintain high compaction density and to continue the utilization of alternative daily cover material.</i>					
Compaction Rate (lbs per cubic yard)	1,200	1,200	1,240	1,200	1,200
Gallons of Leachate (rainfall impacts)	4,690,600	6,340,000	3,551,000	5,000,000	6,000,000

### St. Charles Landfill Billable Tons



**SOLID WASTE  
FUND**

(\$ in thousands)

**FY2013-FY2017 OPERATING PLAN**

	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>
<b>Revenues</b>	\$5,239.5	\$4,959.1	\$5,128.8	\$5,226.7	\$5,326.3
<b>Expenses</b>	\$5,239.5	\$4,959.1	\$5,128.8	\$5,226.7	\$5,375.5
<b>Surplus\Deficit:</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>(\$49.2)</b>
Estimated Annual Tipping Fee Adjustment:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1</b>
Tipping Fee	<b>\$70</b>	<b>\$70</b>	<b>\$70</b>	<b>\$70</b>	<b>\$71</b>
% rate change	0.0%	0.0%	0.0%	0.0%	1.4%

**FY2013-FY2017 CAPITAL IMPROVEMENT PLAN**

	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>
<b>Capital Costs:</b>					
Cell #3B & 2B Expansion Automation & Technology Master Plan - Landfill	\$8,747 0	\$0 0	\$0 772	\$0 0	\$0 0
Total without inflation	\$8,747	\$0	\$772	\$0	\$0
Contingency - inflation	273	0	95	0	0
<b>Total</b>	<b>\$9,020</b>	<b>\$0</b>	<b>\$867</b>	<b>\$0</b>	<b>\$0</b>
<b>Finance Sources</b>					
Capital Budget Reserve	\$9,020	\$0	\$0	\$0	\$0
Bonds	0	0	867	0	0
<b>Total</b>	<b>\$9,020</b>	<b>\$0</b>	<b>\$867</b>	<b>\$0</b>	<b>\$0</b>
Debt Service (New Bonds- lag one year)		\$0.0	\$0.0	\$106.9	\$0.0

## REQUESTED CAPITAL IMPROVEMENT PROGRAM

### FISCAL YEAR 2013

(\$ in thousands)

**PROJECT NAME:**  
**Cell #3B & 2B Expansion**

**Requested By: PGM**  
**Project #: 8029**

For the expansion of the landfill to include Cell 2B & 3B which will provide an additional 16 acres to the existing landfill facility in order to be ready when capacity becomes limited in the existing cell. Based on current tonnage the next cell will be needed by March 2013.

EXPENSE BUDGET	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	5-Year			
						Total '13-'17	Approp. thru FY12	Beyond FY 2017	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$450	\$0	\$450
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	6,500	0	0	0	0	6,500	0	0	6,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	197	0	0	0	0	197	18	0	215
Inspection	650	0	0	0	0	650	0	0	650
Miscellaneous	650	0	0	0	0	650	45	0	695
Contingency	750	0	0	0	0	750	50	0	800
<b>Total Outlay</b>	<b>\$8,747</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,747</b>	<b>\$563</b>	<b>\$0</b>	<b>\$9,310</b>

FINANCING SOURCES		FY 2013		FY 2014		FY 2015		FY 2016		FY 2017		5-Year	
		Total	Approp.	Total	Approp.	Total	Approp.	Total	Approp.	Total	Approp.	Beyond	Project
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Budget Reserve	8,747	0	0	0	0	0	0	8,747	563	0	9,310	0	9,310
Operating Transfer	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total County Funding</b>	<b>\$8,747</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,747</b>	<b>\$563</b>	<b>\$0</b>	<b>\$9,310</b>	<b>\$0</b>	<b>\$9,310</b>
Federal	0	0	0	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Funding</b>	<b>\$8,747</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,747</b>	<b>\$563</b>	<b>\$0</b>	<b>\$9,310</b>	<b>\$0</b>	<b>\$9,310</b>

Operating Budget Impact		FY 2013		FY 2014		FY 2015		FY 2016		FY 2017		5-Year	
		Total	Approp.	Beyond	Project								
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Total</b>	<b>\$0.0</b>												
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Total Impact</b>	<b>\$0.0</b>												

#### VARIANCE TO APPROVED PER FY12-FY16 CAPITAL IMPROVEMENT PROGRAM

	FY 2013	FY 2014	FY 2015	FY 2016	TOTAL
Approved FY12-FY16 CIP	\$8,746	\$0	\$0	\$0	\$8,746
Increase/(Decrease)	\$1	\$0	\$0	\$0	\$1
% change	0.0%	n/a	n/a	n/a	0.0%

#### LOCATION:

Charles County Development District.

# REQUESTED CAPITAL IMPROVEMENT PROGRAM

## FISCAL YEAR 2013

(\$ in thousands)

<b>PROJECT NAME:</b>	<b>Requested By: DPW</b>
<b>Automation &amp; Technology Master Plan - Landfill</b>	<b>Project #:</b>
<p>This project request is the result of a study by Westin Engineering to determine the Information Technology needs of the Department of Public Works in order to bring it into the 21st century. The project will include emphasis on asset management, data management, work management, and performance management. The ultimate goal of this project is to allow the department to accomplish its functions even in periods of growth without adding field staff and to make more efficient use of the resources currently available. The project has been broken down into phases by division and functions, this project represent Phase IV – Landfill only.</p>	

EXPENSE BUDGET	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	5-Year Total '13-'17	Approp. thru FY12	Beyond FY 2017	Project Total
Architectural & Engineering	\$0	\$0	\$300	\$0	\$0	\$300	\$0	\$0	\$300
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	400	0	0	400	0	0	400
Administration	0	0	2	0	0	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	70	0	0	70	0	0	70
<b>Total Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$772</b>	<b>\$0</b>	<b>\$0</b>	<b>\$772</b>	<b>\$0</b>	<b>\$0</b>	<b>\$772</b>

FINANCING SOURCES	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	5-Year Total '13-'17	Approp. thru FY12	Beyond FY 2017	Project Total
Bonds (10 Year)	\$0	\$0	\$772	\$0	\$0	\$772	\$0	\$0	\$772
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
<b>Total County Funding</b>	<b>\$0</b>	<b>\$0</b>	<b>\$772</b>	<b>\$0</b>	<b>\$0</b>	<b>\$772</b>	<b>\$0</b>	<b>\$0</b>	<b>\$772</b>
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
<b>Total Funding</b>	<b>\$0</b>	<b>\$0</b>	<b>\$772</b>	<b>\$0</b>	<b>\$0</b>	<b>\$772</b>	<b>\$0</b>	<b>\$0</b>	<b>\$772</b>

Operating Budget Impact	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	5-Year Total '13-'17	Approp. thru FY12	Beyond FY 2017	Project Total
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Total</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
Debt Service: Bonds	0.0	0.0	0.0	95.2	0.0	95.2	0.0	69.4	164.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Total Impact</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$95.2</b>	<b>\$0.0</b>	<b>\$95.2</b>	<b>\$0.0</b>	<b>\$69.4</b>	<b>\$164.6</b>

**VARIANCE TO APPROVED PER FY12-FY16 CAPITAL IMPROVEMENT PROGRAM**

	FY 2013	FY 2014	FY 2015	FY 2016	TOTAL
Approved FY12-FY16 CIP	\$0	\$0	\$771	\$0	\$771
Increase/(Decrease)	\$0	\$0	\$1	\$0	\$1
% change	n/a	n/a	0.1%	n/a	0.1%

**LOCATION:**  
Charles County Landfill