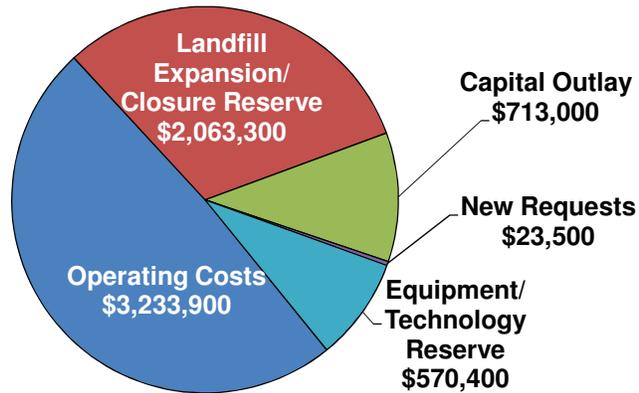


FISCAL YEAR 2017
Landfill Operations
Total Budget: \$6,604,100

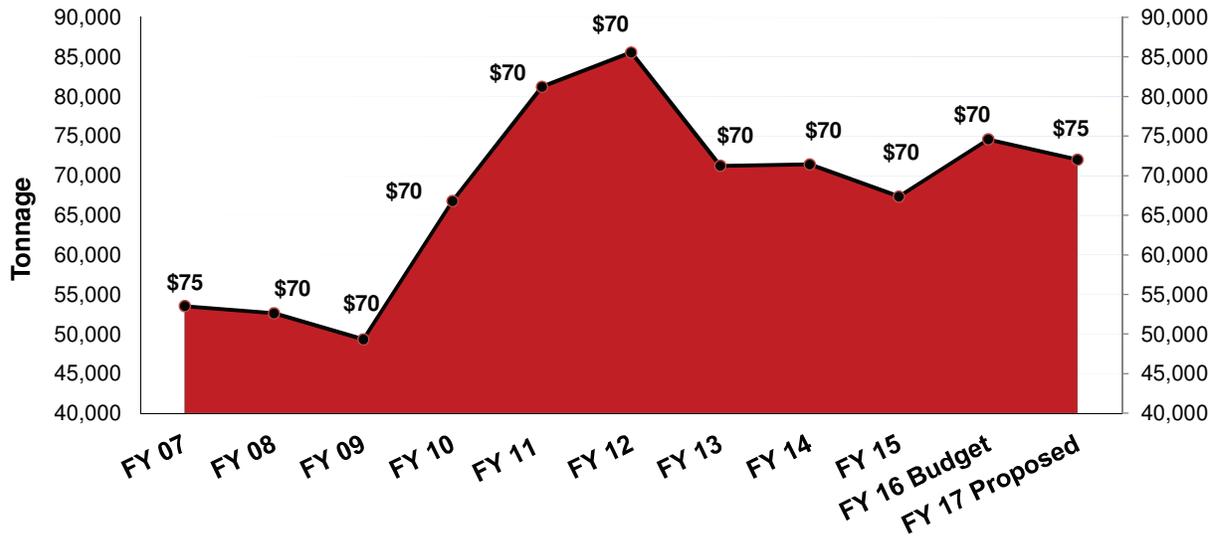


	FY2016 Adopted	FY2017 Proposed	Variance	% Change
Revenues	\$5,511,300	\$5,538,900	\$27,600	0.5%
Expenditures	5,511,300	5,867,600	356,300	6.5%
Baseline Surplus/(Deficit)	\$0	(\$328,700)	(\$328,700)	
New Request		(\$23,500)	(\$23,500)	
Total Surplus / (Deficit)		(\$352,200)	(\$352,200)	
Fund Balance: Equipment/Technology Reserve		713,000	\$713,000	
Capital Outlay		(713,000)	(713,000)	
Surplus / (Deficit)	\$0	(\$352,200)	(\$352,200)	

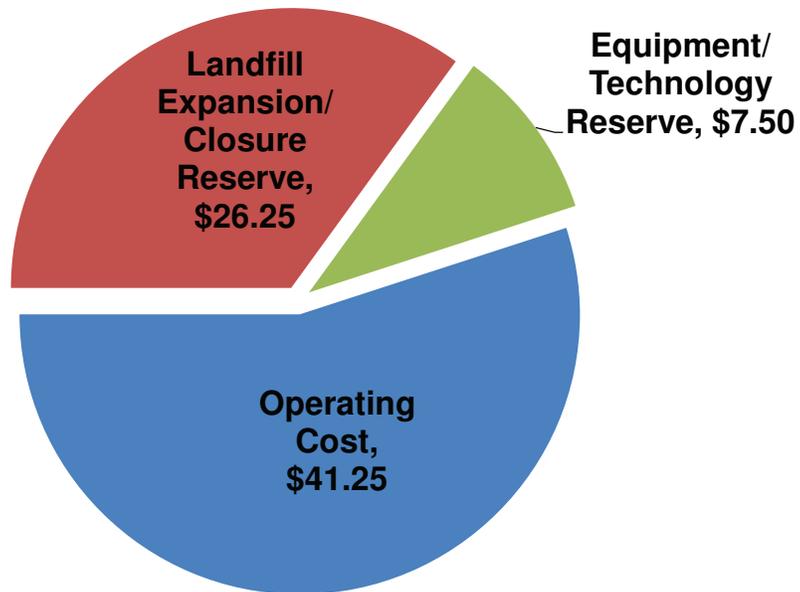
A \$1.00 adjustment equals \$70,500 in additional revenues.

<u>Reasons for the FY17 Proposed Deficit:</u>		<u>Fee Impact</u>
Landfill Expansion/Closure Cost	\$222,800	\$3.16
For the future development of the remaining space at the Landfill.		
Debt Service	\$42,600	\$0.60
Includes debt payment related to the Citizen's Waste Disposal Facility, Landfill Leachate Pretreatment Facility, and Landfill Storm Water Management Ponds.		
Contact Services	\$42,000	\$0.60
For the three year revision of the Comprehensive Solid Waste Management Plan.		
Contingency	\$32,200	\$0.46
Represents the equivalent cost of a potential employee merit increase for FY2017.		
Credit Card Processing	\$28,400	\$0.40
Increase based on actual.		
Leachate Disposal	\$14,500	\$0.21
Due to the addition of new Landfill cells and more surface area.		
Fringe Benefits	(\$34,300)	(\$0.48)
Decrease is the net result of adjusting the Workers Compensation rate for FY 2017, adjusting the Health & Dental budget by a 5% rate increase, and from the pension decrease due to actuarial plan assumption changes.		
Vehicle Fuel	(\$10,000)	(\$0.14)
Decreasing based on actual.		
Miscellaneous adjustments in other accounts.	(\$9,500)	(\$0.13)
Total Baseline Deficit	\$328,700	\$4.67
New Request	\$23,500	\$0.33
Total Deficit	\$352,200	\$5.00

Tons of Refuse



What the \$75 Fee Would Pay For:



LANDFILL FUND

	FY2016 Adopted	FY2017 Proposed	Variance	% Change
Revenue				
Tipping Fees	\$5,255,900	\$5,313,500	\$57,600	1.1%
Tag-a-bag Fees @ \$2.25 per bag	250,000	220,000	(30,000)	-12.0%
Permits & Miscellaneous	5,400	5,400	0	0.0%
Total Revenues	\$5,511,300	\$5,538,900	\$27,600	0.5%

Expenditures				
Operating Costs	\$3,100,400	\$3,233,900	\$133,500	4.3%
Landfill Expansion/Closure Reserve	1,840,500	2,063,300	222,800	12.1%
Equipment/Technology Reserve	570,400	570,400	0	0.0%
Total Baseline Expenditures	\$5,511,300	\$5,867,600	\$356,300	6.5%
New Requests	0	23,500	23,500	
Total Expenditures	\$5,511,300	\$5,891,100	\$379,800	6.9%

Operating Surplus/(Deficit)	\$0	(\$352,200)	(\$352,200)	
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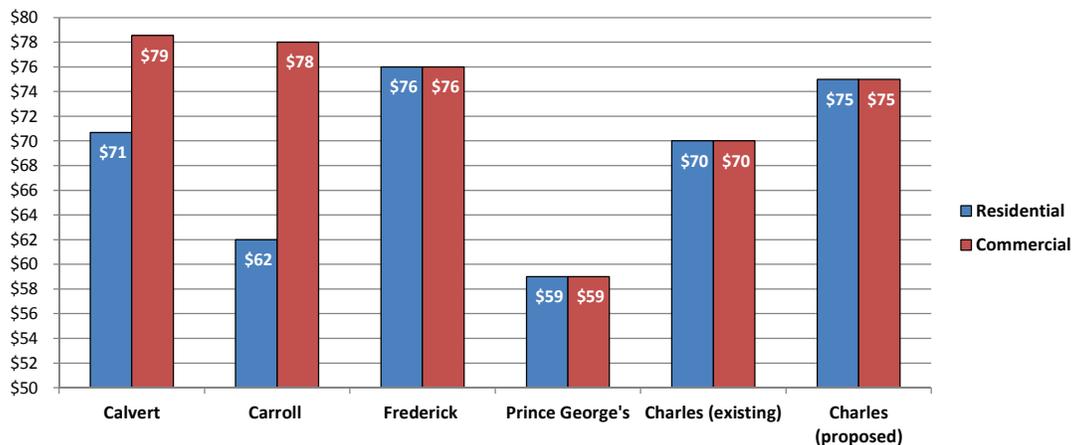
Other Sources (Uses)

Fund Balance:				
Equipment/Technology Reserve	0	713,000	713,000	NEW
Capital Outlay	0	(713,000)	(713,000)	NEW
Total Other Uses	\$0	\$0	\$0	
Total Surplus/(Deficit)	\$0	(\$352,200)	(\$352,200)	

New Requests for FY 2017:

Website Enhancements	\$13,000
DFAS: Indirect Cost Allocation increase for Accounting Office support staff.	10,500
	<u>\$23,500</u>

TIPPING FEE COMPARISON



FY 2017 REPLACEMENT VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	1/2 Year Lease
<u>Landfill</u>		27.05.38.0500.000		
<u>Public Works - Facilities</u>				
Heavy Duty 4WD Pick-Up Truck		38,000	38,000	
<i>Replace S-11, a 2002 pick-up truck in fair/poor condition with 210,183 miles.</i>				
Trash Compactor		675,000	675,000	
<i>Replace S-56. Model year 2007 with 15,000 hours. Existing machine has reached the end of its useful life, heavy equipment averages 10,000-15,000 hours. Besides high maintenance costs, reliability and catastrophic failure are real concerns.</i>				
Total Landfill		713,000	713,000	0

Solid Waste

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

<http://www.charlescountymd.gov/pw/landfill/landfill-operations>

Expenditure Category	FY2015 Actual	FY2016 Adopted	FY2017 Proposed	FY2017 Adopted	\$ Change from FY2016	% Chg.
Personal Services	\$1,595,440	\$1,599,800	\$1,608,000		\$8,200	0.5%
Fringe Benefits	537,629	558,700	524,400		(34,300)	-6.1%
Operating Costs	833,790	923,200	1,008,000		84,800	9.2%
Debt Service	10,005	18,700	61,300		42,600	227.8%
Operating Contingency	0	0	32,200		32,200	NEW
Landfill Expansion/Closure	1,817,400	1,840,500	2,063,300		222,800	12.1%
Capital Outlay	448,439	0	713,000		713,000	NEW
Transfer to Capital Projects	263,380	0	0		0	N/A
Equipment/Tech Reserve	476,200	570,400	570,400		0	0.0%
Total Baseline	\$5,982,283	\$5,511,300	\$6,580,600	\$0	\$1,069,300	19.4%
New Requests	0	0	23,500		23,500	NEW
Total Expenditures	\$5,982,283	\$5,511,300	\$6,604,100	\$0	\$1,092,800	19.8%

Changes and Useful Information:

- The **Personal Services** increase is due to the mid-year COLA received in FY2016.
- The **Fringe Benefits** decrease in Pension is due to actuarial plan assumption changes.
- The **Operating Costs** increase is changing due to the following adjustments:
 - Contract Services is increasing by \$42,000 for the three year revision of the Comprehensive Solid Waste Management Plan.
 - Based on current year's activity, Credit Card Processing is increasing by \$28,400.
 - Leachate Disposal increase is due to the addition of new Landfill cells and more surface area, \$9,000.
 - Based on activity, Vehicle Fuel is decreasing by \$10,000.
 - The indirect cost budget was increased by \$5,100 for the cost of a mid-year COLA received in FY2016.
 - Minor adjustments in other accounts netting a increase of \$10,300.
- Includes debt payment related to the Citizen's Waste Disposal Facility, Landfill Leachate Pretreatment Facility, and Landfill Storm Water Management Ponds.
- **Operating Contingency** represents the equivalent cost of a potential employee merit increase for FY2017.
- The **Landfill Expansion/Closure** budget funds the future development of the remaining space at the Landfill.
 - The increase for FY17 corresponds with the increase of the Tipping Fee.
- The **Capital Outlay** budget is to replace a pick up truck and a trash compactor.
- The **Equipment Reserve** budget is used to replace future equipment.

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 is currently estimated to last until 2031.

Solid Waste

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

<http://www.charlescountymd.gov/pw/landfill/landfill-operations>

Positions:	FY13	FY14	FY15	FY16	FY17
Title	FTE	FTE	FTE	FTE	FTE
Director of Public Works	0.1	0.1	0.1	0.1	0.1
Assistant Dir of Public Works - Facilities	0.2	0.2	0.2	0.2	0.2
Chief of Environmental Resources	0.8	0.8	0.8	0.8	0.8
Financial Support Manager	0.1	0.1	0.1	0.2	0.2
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	0.2	0.2	0.2	0.2	0.2
Administrative Associate	1.2	1.2	1.2	1.2	1.2
Assistant Weigh Clerk	1.0	1.0	1.0	1.0	1.0
Equipment Operator II - IV	7.0	7.0	8.0	8.0	8.0
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	6.5	6.5	7.5	7.5	7.5
Part Time Positions	4.8	4.8	4.8	4.8	4.8
Total Full Time Equivalent	30.9	30.9	32.9	33.0	33.0

Objectives & Measurements:	FY13	FY14	FY15	FY16	FY17
	Actual	Actual	Actual	Projected	Estimated
<i>Objective: To monitor revenues to determine the life expectancy of the Landfill.</i>					
Residential Tonnage	31,074	33,726	37,877	35,700	30,500
Commercial Tonnage	13,678	11,958	12,511	11,500	10,200
Bulky Tonnage	<u>28,443</u>	<u>29,594</u>	<u>34,575</u>	<u>35,000</u>	<u>31,300</u>
Total Tons	73,195	75,277	84,963	82,200	72,000
Number of Patrons	92,803	87,824	79,880	85,000	87,000
<i>Objective: To maintain high compaction density and to continue the utilization of alternative daily cover material.</i>					
Compaction Rate (lbs per cubic yard)	833	1,000	1,095	1,200	1,200

FY 2017 New Operating/Capital Request Request Greater than Baseline

Item Description	Justification	Value of Request	Additional Operating	Direct Purchase	1/2 Year Lease
Landfill	27.05.38.0503.000				
<u>Department of Public Works - Facilities</u>					
Website Enhancement (ER)		13,000		13,000	
<i>Online and mobile application for landfill and recycling programs to benefit Charles County residents. The Department of Public Works and the Information Technology Division staff have been working together to improve services to residents. Staff have identified this application as the best solution and cost benefit to the County. Software will include online and mobile applications of collection calendars and Waste Wizard.</i>					
Accounting Officer		10,500	10,500		0
<i>Increase in Indirect Cost Allocation to cover the Accounting Officer position. Due to the growing complexity of work that arises day-to-day, requesting an Assistant Chief of Accounting position that will share responsibility in decisions that relate to the various areas found within the Accounting Division. This will enhance decision making authority and operational efficiency with the additional position in the chain of command.</i>					
Total Landfill		23,500	10,500	13,000	0

LANDFILL

FUND

(\$ in thousands)

FY2017-FY2021 OPERATING PLAN

	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
Revenues					
Operating Revenues	\$5,538.9	\$5,918.3	\$5,992.4	\$6,066.5	\$6,140.7
Fund Balance/Capital Reserve	713.0	796.9	798.0	688.0	119.4
Revenues	\$6,251.9	\$6,715.2	\$6,790.4	\$6,754.5	\$6,260.1
Expenses					
Operating Expenses	\$5,829.8	\$6,046.0	\$6,133.7	\$6,299.5	\$6,453.2
Capital Outlay	713.0	796.9	798.0	688.0	119.4
Debt Service	61.3	241.7	468.9	571.4	570.0
Expenses	\$6,604.1	\$7,084.6	\$7,400.6	\$7,558.9	\$7,142.6
Surplus\Deficit:	(\$352.2)	(\$369.4)	(\$610.2)	(\$804.4)	(\$882.5)
Estimated Annual Tipping Fee Adjustment:					
Tipping Fee	\$5	\$0	\$3	\$2	\$1
% rate change	7.1%	0.0%	4.0%	2.6%	1.3%

FY2017-FY2020 CAPITAL IMPROVEMENT PLAN

	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>Total '17-'21</u>
Capital Costs:						
Automation & Technology Master Plan - Landfill	\$773	\$0	\$0	\$0	\$0	\$773
Landfill Leachate Conveyance System	278	961	959	0	0	2,198
Landfill Storm Water Management Ponds	578	0	0	0	0	578
Total without inflation	\$1,629	\$961	\$959	\$0	\$0	\$3,549
Contingency - inflation	0	57	83	0	0	140
Total	\$1,629	\$1,018	\$1,042	\$0	\$0	\$3,689
Finance Sources						
Fund Balance Appropriation	\$773	\$0	\$0	\$0	\$0	\$773
Bonds	856	1,018	1,042	0	0	2,916
Total	\$1,629	\$1,018	\$1,042	\$0	\$0	\$3,689
Cummulative Debt Service (New Bonds- lag one year)						
Cummulative Operating	\$57.1	\$123.3	\$180.0	\$238.1	\$238.1	
	0.0	0.0	(37.3)	(38.7)	(40.0)	

REQUESTED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017

(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Automation & Technology Master Plan - Landfill	Project #:
<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. 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>	
VARIANCE TO APPROVED PER FY16-FY20 CAPITAL IMPROVEMENT PROGRAM:	
	TOTAL
Approved FY16-FY20 CIP	\$773
Increase/(Decrease)	\$0
% change	0.0%

EXPENSE BUDGET	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	5-Year			
						Total '17-'21	Approp. thru FY16	Beyond FY 2021	Project Total
Architectural & Engineering	\$300	\$0	\$0	\$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	400	0	0	0	0	400	0	0	400
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	3	0	0	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	70	0	0	0	0	70	0	0	70
Total Outlay	\$773	\$0	\$0	\$0	\$0	\$773	\$0	\$0	\$773

FINANCING SOURCES		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	5-Year			
							Total '17-'21	Approp. thru FY16	Beyond FY 2021	Project Total
Bonds (10 Year)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Fund Balance Appropriation		773	0	0	0	0	773	0	773	
Operating Transfer		0	0	0	0	0	0	0	0	
Total County Funding		\$773	\$0	\$0	\$0	\$0	\$773	\$0	\$773	
Federal		0	0	0	0	0	0	0	0	
State		0	0	0	0	0	0	0	0	
Other:		0	0	0	0	0	0	0	0	
Total Funding		\$773	\$0	\$0	\$0	\$0	\$773	\$0	\$773	

Operating Budget Impact	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Approp. Beyond	
						thru FY16	FY 2021
No. of Personnel	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
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	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
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Increase to Annual Tipping fee:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

LOCATION:
Charles County Landfill

REQUESTED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017

(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Landfill Leachate Conveyance System	Project #:
<p>An analysis of the most effective means to dispose of the leachate from the landfill showed that a pump station to transmit the flow to the existing gravity sewer will decrease the operating costs by minimizing hauling of the leachate except for periods of high flows. This project is for the design and construction of a leachate conveyance system based on a study performed in 2013.</p>	
VARIANCE TO APPROVED PER FY16-FY20 CAPITAL IMPROVEMENT PROGRAM:	
	TOTAL
Approved FY16-FY20 CIP	\$2,198
Increase/(Decrease)	\$0
% change	0.0%

EXPENSE BUDGET	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	5-Year			
						Total '17-'21	Approp. thru FY16	Beyond FY 2021	Project Total
Architectural & Engineering	\$210	\$0	\$0	\$0	\$0	\$210	\$0	\$0	\$210
Land & ROW	20	0	0	0	0	20	0	0	20
Construction	0	788	787	0	0	1,575	0	0	1,575
Equipment	0	0	0	0	0	0	0	0	0
Administration	11	41	40	0	0	92	0	0	92
Administration - FAS	3	3	3	0	0	9	0	0	9
Inspection	29	42	42	0	0	113	0	0	113
Miscellaneous	5	8	8	0	0	21	0	0	21
Contingency	0	79	79	0	0	158	0	0	158
Total Outlay	\$278	\$961	\$959	\$0	\$0	\$2,198	\$0	\$0	\$2,198

FINANCING SOURCES		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total '17-'21	Approp. thru FY16	Beyond FY 2021	Project Total
Bonds (30 Year)		\$278	\$961	\$959	\$0	\$0	\$2,198	\$0	\$0	\$2,198
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$278	\$961	\$959	\$0	\$0	\$2,198	\$0	\$0	\$2,198
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
Total Funding		\$278	\$961	\$959	\$0	\$0	\$2,198	\$0	\$0	\$2,198

Operating Budget Impact	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Approp. Beyond	
						thru FY16	FY 2021
No. of Personnel	0.00	0.00	(0.50)	(0.50)	(0.50)	0.00	(0.50)
Personnel Costs	0.0	0.0	(29.1)	(30.3)	(31.5)	0.0	(32.8)
Operating	0.0	0.0	(8.2)	(8.4)	(8.5)	0.0	(8.7)
Total Operating	\$0.0	\$0.0	(\$37.3)	(\$38.7)	(\$40.0)	\$0.0	(\$41.5)
Debt Service: Bonds	0.0	15.4	69.0	122.4	122.4	0.0	122.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$15.4	\$31.7	\$83.7	\$82.4	\$0.0	\$80.9

Increase to Annual Tipping fee:	\$0.00	\$0.21	\$0.43	\$1.13	\$1.11	\$0.00	\$1.09
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LOCATION: Charles County Landfill

REQUESTED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017

(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Landfill Storm Water Management Ponds	Project #: 8042
<p>Sediment basins were constructed to handle storm water run-off during initial construction of the landfill in 1990's. The basins were to be used in this capacity for no more than 3 years and then converted to storm water management ponds in accordance with MD-378 pond criteria. Charles County Stormwater Conservation District and the Maryland Department of the Environment's Dam Safety Division require that the ponds now be brought up to MD 378 criteria. This project is for the design and construction of the permanent storm water management ponds.</p>	
VARIANCE TO APPROVED PER FY16-FY20 CAPITAL IMPROVEMENT PROGRAM:	
	TOTAL
Approved FY16-FY20 CIP	\$578
Increase/(Decrease)	\$0
% change	0.0%

EXPENSE BUDGET	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	5-Year			
						Total '17-'21	Approp. thru FY16	Beyond FY 2021	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$95	\$0	\$95
Land & ROW	475	0	0	0	0	475	475	0	950
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	22	0	0	0	0	22	29	0	51
Administration - FAS	3	0	0	0	0	3	6	0	9
Inspection	25	0	0	0	0	25	25	0	50
Miscellaneous	5	0	0	0	0	5	10	0	15
Contingency	48	0	0	0	0	48	47	0	95
Total Outlay	\$578	\$0	\$0	\$0	\$0	\$578	\$687	\$0	\$1,265

FINANCING SOURCES	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	5-Year			
						Total '17-'21	Approp. thru FY16	Beyond FY 2021	Project Total
Bonds	\$578	\$0	\$0	\$0	\$0	\$578	\$687	\$0	\$1,265
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$578	\$0	\$0	\$0	\$0	\$578	\$687	\$0	\$1,265
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
Total Funding	\$578	\$0	\$0	\$0	\$0	\$578	\$687	\$0	\$1,265

Operating Budget Impact	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Approp. Beyond	
						thru FY16	FY 2021
No. of Personnel	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
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	57.1	107.9	107.9	107.9	107.9	57.1	107.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$57.1	\$107.9	\$107.9	\$107.9	\$107.9	\$57.1	\$107.9

Increase to Annual Tipping fee:	\$0.79	\$1.47	\$1.46	\$1.46	\$1.46			\$0.83	\$1.46
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LOCATION:
Charles County Landfill