

## MATERIALS RECOVERY FACILITY (MRF)

### Significant Changes from Previous Fiscal Year

- 1) Tip fee is raised from \$65/ton to \$80/ton for both in district and out of district material.
- 2) The ACR is estimated to be \$36.25/ton down from the estimated \$52.00/ in FY20.
- 3) Increase in PGA hauling costs
- 4) The estimated inbound tonnage has not significantly changed from FY20

### Key Performance Indicators

Objective: Provide CSWD members access to efficient, cost effective and environmentally sound services to sort and market mandatory recyclables.

- Monitor ACR and adjust tip fee accordingly to meet operating and capital cost requirements.
- Analyze bale quality and content to inform future processing and marketing strategy.
- Evaluate costs of operations to inform future contract changes.

Narrative: A CSWD owned MRF with control of operations, costs and the tip fee assures an outlet for CSWD members to divert their mandatory recyclables and supports the District's mission to reduce and manage solid waste in an environmentally sound, efficient, effective and economical manner.

### 3-Year Budget Outlook

District Staff is researching and analyzing the cost for a new MRF with a new MRF project in capital and the potential for a bond vote in March 2021.

Casella contract expires July 1, 2022.

**CHITTENDEN SOLID WASTE DISTRICT  
FY 21 BUDGET WORKSHEET  
MATERIALS RECOVERY FACILITY PROGRAM**

	FY 18 ACTUAL	FY 19 ACTUAL	FY 20 BUDGET	CY 19 ACTUAL	FY 21 BUDGET	CHANGE FROM FY 20 BUDGET		CHANGE FROM CY 19 ACTUAL		
						\$	%	\$	%	
<b>REVENUE</b>										
4010 - FEES - TIPPING	\$ 1,118,680	\$ 2,341,485	\$ 2,990,000	\$ 2,827,462	\$ 3,680,000	\$ 690,000	23.08%	\$ 852,538	30.15%	
4110 - SALES - MATERIALS	\$ 1,644,174	\$ 944,798	\$ 949,025	\$ 781,888	\$ 656,125	\$ (292,900)	-30.86%	\$ (125,763)	-16.08%	
4210 - SW MANAGEMENT FEES	\$ -		\$ -		\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	
4501 - MISCELLANEOUS	\$ 1,058	\$ 100	\$ -	\$ 100	\$ -	\$ -	0.00%	\$ (100)	-100.00%	
<b>Total Revenue</b>	<b>\$ 2,763,912</b>	<b>\$ 3,286,383</b>	<b>\$ 3,939,025</b>	<b>\$ 3,609,450</b>	<b>\$ 4,336,125</b>	<b>\$ 397,100</b>	<b>10.08%</b>	<b>\$ 726,675</b>	<b>20.13%</b>	
<b>COST OF GOODS SOLD</b>										
5040 - BINS	\$ 2,763	\$ 24,073	\$ 500	\$ -	\$ -	\$ (500)	-100.00%	\$ -	#DIV/0!	
<b>Total COGS</b>	<b>\$ 2,763</b>	<b>\$ 24,073</b>	<b>\$ 500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (500)</b>	<b>-100.00%</b>	<b>\$ -</b>	<b>#DIV/0!</b>	
<b>Gross Profit</b>	<b>\$ 2,761,149</b>	<b>\$ 3,262,309</b>	<b>\$ 3,938,525</b>	<b>\$ 3,609,450</b>	<b>\$ 4,336,125</b>	<b>\$ 397,600</b>	<b>10.10%</b>	<b>\$ 726,675</b>	<b>20.13%</b>	
<b>EXPENSES</b>										
<b>SALARIES AND WAGES</b>										
6011 - SALARIES	\$ 69,462	\$ 82,226	\$ 79,563	\$ 28,902	\$ 61,358	\$ (18,205)	-22.14%	\$ 32,456	112.30%	
6012 - WAGES-HOURLY		\$ 106		\$ 106	\$ -	\$ -		\$ (106)		
6014 - OVERTIME					\$ -	\$ (79,563)	New	\$ -		
<b>SALARIES AND WAGES TOTAL</b>	<b>\$ 69,462</b>	<b>\$ 82,332</b>	<b>\$ 79,563</b>	<b>\$ 29,007</b>	<b>\$ 61,358</b>	<b>\$ (18,205)</b>	<b>-22.88%</b>	<b>\$ 32,351</b>	<b>111.53%</b>	
<b>BENEFITS</b>										
6017 - WELLNESS BENEFIT	\$ -	\$ 124	\$ -	\$ 124	\$ -	\$ -	Moved	\$ (124)	Moved	
6021 - FICA	\$ 5,979	\$ 6,508	\$ 6,673	\$ 3,944	\$ 4,959	\$ (1,714)	-26.34%	\$ 1,014	25.72%	
6022 - UNEMPLOYMENT		\$ (13)	\$ 70	\$ (13)	\$ 47	\$ (23)		\$ 60		
6023 - RETIREMENT BENEFITS	\$ 4,417	\$ 4,682	\$ 4,774	\$ 2,778	\$ 3,151	\$ (1,623)	-34.66%	\$ 373	13.44%	
6024 - LIFE/DISABILITY INSURANCE	\$ 801	\$ 1,017	\$ 992	\$ 590	\$ 615	\$ (377)	-37.08%	\$ 25	4.19%	
6025 - WORKERS COMPENSATION	\$ 187	\$ 165	\$ 247	\$ 123	\$ 185	\$ (62)	-37.70%	\$ 62	50.55%	
6026 - DENTAL INSURANCE	\$ 1,080	\$ 1,235	\$ 1,289	\$ 768	\$ 889	\$ (401)	-32.44%	\$ 121	15.73%	
6027 - HEALTH INSURANCE - Premiums	\$ 8,375	\$ 5,352	\$ 5,818	\$ 2,720	\$ 8,198	\$ 2,379	44.46%	\$ 5,477	201.34%	
6028 - HSA CSWD EXP	\$ 1,550	\$ 964	\$ 3,869	\$ 540	\$ 1,488	\$ (2,381)	-246.97%	\$ 948	175.72%	
6031 - HEALTH INSURANCE - OPT OUT	\$ 1,905	\$ 1,453	\$ -	\$ 2,096	\$ -	\$ -	0.00%	\$ (2,096)	-100.00%	
6033 - HRA CONTRIB EXP	\$ 1,657	\$ 1,508			\$ -	\$ -	0.00%	\$ -	#DIV/0!	
<b>BENEFITS TOTAL</b>	<b>\$ 25,949</b>	<b>\$ 22,995</b>	<b>\$ 23,732</b>	<b>\$ 13,669</b>	<b>\$ 19,530</b>	<b>\$ (4,202)</b>	<b>-17.70%</b>	<b>\$ 5,862</b>	<b>42.88%</b>	

	FY 18		FY 19		FY 20		CY 19		FY 21		CHANGE FROM		CHANGE FROM		
	ACTUAL		ACTUAL		BUDGET		ACTUAL		BUDGET		FY 20 BUDGET	%	CY 19 ACTUAL	%	
	\$		\$		\$		\$		\$		\$		\$		
<b>TRAINING AND TRAVEL</b>															
6111 · CONFERENCES	\$	-	\$	2,501	\$	9,500	\$	2,501	\$	-	\$	(9,500)	Moved	\$	(2,501) MOVED
6121 · STAFF TRAINING & EDUCATION	\$	2,813	\$	1,090	\$	2,500	\$		\$	2,500	\$	-	0.00%	\$	2,500 #DIV/0!
6131 · MEMBERSHIP DUES	\$	1,290	\$	1,100	\$	1,120	\$	877	\$	1,120	\$	-	0.00%	\$	243 27.73%
6141 · SUBSCRIPTIONS					\$	100	\$		\$	100	\$	-	NOT USED	\$	100 NOT USED
<b>TRAVEL &amp; TRAINING TOTAL</b>	<b>\$</b>	<b>4,103</b>	<b>\$</b>	<b>4,690</b>	<b>\$</b>	<b>13,220</b>	<b>\$</b>	<b>3,378</b>	<b>\$</b>	<b>3,720</b>	<b>\$</b>	<b>(9,500)</b>	<b>-71.86%</b>	<b>\$</b>	<b>342 10.14%</b>
<b>ADMINISTRATIVE</b>															
6210 · BUSINESS TRAVEL	\$	6,574	\$	8,231	\$	4,812	\$	5,953	\$	4,312	\$	(500)	-6.07%	\$	(1,641) -27.56%
<b>ADMINISTRATIVE COSTS TOTAL</b>	<b>\$</b>	<b>6,574</b>	<b>\$</b>	<b>8,231</b>	<b>\$</b>	<b>4,812</b>	<b>\$</b>	<b>5,953</b>	<b>\$</b>	<b>4,312</b>	<b>\$</b>	<b>(500)</b>	<b>-10.39%</b>	<b>\$</b>	<b>(1,641) -27.56%</b>
<b>PROFESSIONAL FEES</b>															
6331 · ENGINEERING					\$	-	\$	1,108	\$	-	\$	-	#DIV/0!	\$	(1,108) -100.00%
6341 · LEGAL SERVICES	\$	2,790	\$	14,753	\$	11,250	\$	8,971	\$	16,875	\$	5,625	50.00%	\$	7,904 88.11%
<b>PROFESSIONAL FEES TOTAL</b>	<b>\$</b>	<b>34,637</b>	<b>\$</b>	<b>19,614</b>	<b>\$</b>	<b>11,250</b>	<b>\$</b>	<b>11,426</b>	<b>\$</b>	<b>16,875</b>	<b>\$</b>	<b>5,625</b>	<b>50.00%</b>	<b>\$</b>	<b>5,449 47.69%</b>
<b>EQUIPMENT AND FLEET</b>															
6410 · LARGE EQUIPMENT			\$	9,214											
6416 · SCALE CERTIFICATION AND MAINT	\$	175	\$	175	\$	180	\$	175	\$	180	\$	-	0.00%	\$	5 2.86%
<b>LARGE EQUIPMENT SUB TOTAL</b>	<b>\$</b>	<b>175</b>	<b>\$</b>	<b>9,389</b>	<b>\$</b>	<b>45,180</b>	<b>\$</b>	<b>175</b>	<b>\$</b>	<b>30,180</b>	<b>\$</b>	<b>(15,000)</b>	<b>-33.20%</b>	<b>\$</b>	<b>30,005 17145.71%</b>
6420 · GENERAL EQUIPMENT															
<b>GENERAL EQUIPMENT SUB TOTAL</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>19</b>	<b>\$</b>	<b>3,100</b>	<b>\$</b>	<b>19</b>	<b>\$</b>	<b>2,500</b>	<b>\$</b>	<b>(600)</b>	<b>NEW</b>	<b>\$</b>	<b>2,481 NEW</b>
6440 · INFORMATION TECHNOLOGY															
6442 · HARDWARE AND EQUIPMENT					\$	2,500	\$		\$	-	\$	(2,500)	NEW	\$	- NEW
6445 · TELECOMMUNICATIONS	\$	1,349	\$	1,017	\$	2,100	\$	1,446	\$	3,000	\$	900	42.86%	\$	1,554 107.53%
<b>INFORMATION TECHNOLOGY SUB TOTAL</b>	<b>\$</b>	<b>1,349</b>	<b>\$</b>	<b>1,017</b>	<b>\$</b>	<b>4,600</b>	<b>\$</b>	<b>1,446</b>	<b>\$</b>	<b>3,000</b>	<b>\$</b>	<b>(1,600)</b>	<b>-34.78%</b>	<b>\$</b>	<b>1,554 107.53%</b>
<b>EQUIPMENT AND FLEET TOTAL</b>	<b>\$</b>	<b>1,524</b>	<b>\$</b>	<b>10,425</b>	<b>\$</b>	<b>52,880</b>	<b>\$</b>	<b>1,621</b>	<b>\$</b>	<b>35,680</b>	<b>\$</b>	<b>(17,200)</b>	<b>-32.53%</b>	<b>\$</b>	<b>34,059 2101.68%</b>
<b>SUPPLIES</b>															
6510 · GENERAL MATERIALS AND SUPPLIES															
6511 · MATERIALS & SUPPLIES	\$	131	\$	554	\$	-	\$	299	\$	-	\$	-	#DIV/0!	\$	(299) -100.00%

	FY 18 ACTUAL	FY 19 ACTUAL	FY 20 BUDGET	CY 19 ACTUAL	FY 21 BUDGET	CHANGE FROM FY 20 BUDGET		CHANGE FROM CY 19 ACTUAL	
						\$	%	\$	%
GENERAL OFFICE SUPPLIES SUB TOTAL	\$ 131	\$ 554	\$ -	\$ 299	\$ -	\$ -	#DIV/0!	\$ (299)	-100.00%
6521 · OFFICE SUPPLIES		\$ 61		\$ 61					
GENERAL OFFICE SUPPLIES SUB TOTAL	\$ -	\$ 61	\$ -	\$ 61	\$ -				
6541 · UNIFORMS		\$ 145	\$ -	\$ 145	\$ -	\$ -		\$ (145)	
6542 · PERSONAL PROTECTIVE EQUIPMENT			\$ 1,200	\$ -	\$ 1,350	\$ 150	NEW	\$ 1,350	NEW
EMPLOYEE CLOTHING SUB TOTAL	\$ -	\$ 145	\$ 1,200	\$ 145	\$ 1,350	\$ 150	NEW	\$ 1,205	NEW
<b>SUPPLIES TOTAL</b>	<b>\$ 131</b>	<b>\$ 760</b>	<b>\$ 1,200</b>	<b>\$ 504</b>	<b>\$ 1,350</b>	<b>\$ 150</b>	<b>12.50%</b>	<b>\$ 846</b>	<b>167.63%</b>
<b>MATERIALS MANAGEMENT</b>									
6610 -TRUCKING AND HAULING									
6611 · HAULING SERVICES	\$ -	\$ 31,312	\$ 42,025	\$ 42,318	\$ 346,664	\$ 304,639	724.90%	\$ 304,346	719.19%
TRUCKING AND HAULING SUB TOTAL	\$ -	\$ 31,312	\$ 42,025	\$ 42,318	\$ 346,664	\$ 304,639	724.90%	\$ 304,346	719.19%
6630 · FACILITIES MANAGEMENT									
6631 · MATERIALS PROCESSING FEES	\$ 2,122,443	\$ 2,555,717	\$ 2,650,288	\$ 2,845,316	\$ 3,036,968	\$ 386,680	14.59%	\$ 191,652	6.74%
FACILITIES MANAGEMENT SUB TOTAL	\$ 2,122,443	\$ 2,555,717	\$ 2,650,288	\$ 2,845,316	\$ 3,036,968	\$ 386,680	14.59%	\$ 191,652	6.74%
<b>MATERIALS MANAGEMENT TOTAL</b>	<b>\$ 2,122,443</b>	<b>\$ 2,587,029</b>	<b>\$ 2,692,313</b>	<b>\$ 2,887,634</b>	<b>\$ 3,383,632</b>	<b>\$ 691,319</b>	<b>25.68%</b>	<b>\$ 495,998</b>	<b>17.18%</b>
<b>PROPERTY MANAGEMENT</b>									
6710 · BUILDING & LAND									
6714 · BUILDING MAINTENANCE		\$ 3,298	\$ -	\$ 8,180	\$ -	\$ -	#DIV/0!	\$ (8,180)	-100.00%
6715 · SKILLED LABOR			\$ 7,500	\$ -	\$ 7,500	\$ -	MOVED FR BLD MAIN	\$ 7,500	NEW
BUILDING & LAND SUB TOTAL	\$ -	\$ 3,298	\$ 7,500	\$ 8,180	\$ 7,500	\$ -	NEW	\$ (680)	NEW
6720 · UTILITIES									
6724 · WATER/SEWER			\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	NOT USED
UTILITIES SUB TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	
6730 · COMMERCIAL INSURANCE									
6731 · COMMERCIAL INSURANCE PREMI	\$ 23,414	\$ 24,903	\$ 25,692	\$ 17,645	\$ 24,324	\$ (1,368)	-5.32%	\$ 6,679	37.85%
6732 · COMM INSURANCE RESERVE			\$ -	\$ -	\$ -	\$ -		\$ -	

	FY 18 ACTUAL	FY 19 ACTUAL	FY 20 BUDGET	CY 19 ACTUAL	FY 21 BUDGET	CHANGE FROM FY 20 BUDGET		CHANGE FROM CY 19 ACTUAL	
						\$	%	\$	%
COMMERCIAL INSURANCE SUB TOTAL	\$ 23,414	\$ 24,903	\$ 25,692	\$ 17,645	\$ 24,324	\$ (1,368)	-5.32%	\$ 6,679	37.85%
6740 · GOV'T FEES & TAXES									
6742 · IMPACT FEES	\$ 23,419	\$ 22,841	\$ 28,522	\$ 24,350	\$ 29,093	\$ 571	2.00%	\$ 4,743	19.48%
6743 · PYMT FOR MUNIC SVCS	\$ 27,486	\$ 28,522	\$ 24,339	\$ 29,571	\$ 24,800	\$ 461	1.89%	\$ (4,771)	-16.13%
6746 · PERMITS			\$ -	\$ -	\$ -	\$ -	NOT USED	\$ -	NOT USED
GOV'T FEES & TAXES SUB TOTAL	\$ 50,906	\$ 51,364	\$ 52,861	\$ 53,920	\$ 53,893	\$ 1,032	1.95%	\$ (27)	-0.05%
PROPERTY MANAGEMENT TOTAL	\$ 74,320	\$ 79,564	\$ 86,053	\$ 79,745	\$ 85,717	\$ (336)	-0.39%	\$ 5,972	7.49%
PROMOTION & EDUCATION									
6812 · ADVERTISING	\$ 468		\$ -	\$ -	\$ -	\$ -	NOT USED	\$ -	NOT USED
6814 · EDUCATION	\$ -	\$ -	\$ -	\$ 298	\$ -	\$ -	#DIV/0!	\$ (298)	-100.00%
PROMOTION & EDUCATION TOTAL	\$ 468	\$ -	\$ -	\$ 298	\$ -	\$ -	NOT USED	\$ (298)	NOT USED
INTERDEPARTMENTAL CHARGES									
6901 · MAINTENANCE & ROLL OFF CHARG	\$ 4,535	\$ 5,682	\$ 4,936	\$ 4,452	\$ 4,936	\$ -	0.00%	\$ 484	10.88%
6902 = ENGINEERING CHARGES									
INTERDEPARTMENTAL CHARGES TOTAL	\$ 4,535	\$ 5,682	\$ 4,936	\$ 4,452	\$ 4,936	\$ -	0.00%	\$ 484	10.88%
<b>TOTAL EXPENSES</b>	<b>\$ 2,344,146</b>	<b>\$ 2,821,323</b>	<b>\$ 2,969,959</b>	<b>\$ 3,037,686</b>	<b>\$ 3,617,110</b>	<b>\$ 647,151</b>	<b>21.79%</b>	<b>\$ 579,424</b>	<b>19.07%</b>
<b>NET PROFIT (LOSS) FROM OPERATIONS</b>	<b>\$ 417,004</b>	<b>\$ 440,987</b>	<b>\$ 968,566</b>	<b>\$ 571,764</b>	<b>\$ 719,015</b>	<b>\$ (249,551)</b>	<b>-25.76%</b>	<b>\$ 147,251</b>	<b>25.75%</b>
CONTRIBUTION TO CAPITAL	\$ (368,910)	\$ (108,313)	\$ (189,529)	\$ (31,904)	\$ (240,000)				
SUPPORT PROGRAMS ALLOCATION	\$ (48,094)	\$ (317,347)	\$ (636,314)	\$ (540,396)	\$ (52,504)	\$ 583,810	-91.75%	\$ 487,892	-90.28%
<b>NET AFTER ALLOCATIONS</b>	<b>\$ 0</b>	<b>\$ 15,327</b>	<b>\$ 142,724</b>	<b>\$ (536)</b>	<b>\$ 426,512</b>				
DOC RA STABILIZATION									
SWMF SUBSIDY			\$ -	\$ -	\$ -				
TFR TO UNDESIG FUND BALANCE			\$ (142,724)	\$ -	\$ (426,512)				
<b>PROGRAM NET</b>	<b>\$ 0</b>	<b>\$ 15,327</b>	<b>\$ -</b>	<b>\$ (536)</b>	<b>\$ -</b>				

CHITTENDEN SOLID WASTE DISTRICT  
BUDGET FORM FISCAL 2020

PROGRAM: MATERIALS RECOVERY FACILITY PROGRAM

PREPARED BY: JEN HOLLIDAY / JOSH TYLER

Category TIPPING FEES **4010**

PROGRAMMATIC NEED OR MANDATE:

This Account records all revenue for items people bring to CSWD

BREAKDOWN OF COSTS:

TIPPING FEES:

	Tons	Tip Fee	
In-District	27,600	\$ 80.00	<b>\$ 2,208,000</b>
Out of District	18,400	\$ 80.00	<b>\$ 1,472,000</b>

TIPPING FEES TOTAL \$ 3,680,000

	ACTUAL FY18	ACTUAL FY19	BUDGET FY 20	ACTUAL CY 19	BUDGET FY 21
4010 - FEES - TIPPING	\$ 1,118,680	\$ 2,341,485	\$ 2,990,000	\$ 2,827,462	\$ 3,680,000

NOTES:

Tip fee will increase to \$80.00/ton for both in district and out of district material. The tip fee has increased \$15.00/ton from FY 20. Staff will watch commodity pricing and adjust the tip fee as necessary

CHITTENDEN SOLID WASTE DISTRICT  
BUDGET FORM FISCAL 2020

PROGRAM: MATERIALS RECOVERY FACILITY  
PROGRAM

PREPARED BY: JEN HOLLIDAY / JOSH TYLER

Category MATERIAL SALES **4110**

PROGRAMMATIC NEED OR MANDATE:

This Account records all revenue for items people bring to CSWD

BREAKDOWN OF COSTS:

MATERIAL SALES

	Tons	ACR	
MRF Commodities	36,200	\$ 36.25	<b>\$ 1,312,250</b>
Less CWM 50%		Per Contract Agreement	<b>\$ (656,125)</b>

**MSAT SALES TOTAL** **\$ 656,125**

	ACTUAL FY18	ACTUAL FY19	BUDGET FY 20	ACTUAL CY 19	BUDGET FY 21
4110 - SALES - MATERIALS	\$ 1,644,174	\$ 944,798	\$ 949,025	\$ 781,888	\$ 656,125

NOTES:

ACR estimated at \$36.25 which is down from the FY 20 estimation of \$52.00.

CHITTENDEN SOLID WASTE DISTRICT  
BUDGET FORM FISCAL 2020

PROGRAM: MATERIALS RECOVERY FACILITY PROGRAM  
PREPARED BY: JEN HOLLIDAY / JOSH TYLER

Category: Materials Management

PROGRAMMATIC NEED OR MANDATE:

These accounts support all activities related to handling or disposal of material accepted by the district.

BREAKDOWN OF COSTS:

<b>6510 · HAULING SERVICES</b>			<b>\$ 346,664</b>
<b>Materials Processing Fee</b>			<b>\$ 3,036,968</b>
			\$ 3,383,632

	ACTUAL FY18	ACTUAL FY19	BUDGET FY 20	ACTUAL CY 19	BUDGET FY 21
MATERIALS MANAGEMENT					
6611 · HAULING SERVICES	\$ -	\$ 31,312	\$ 42,025	\$ 42,318	\$ 346,664
DISPOSAL FEES SUB TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
6630 · FACILITIES MANAGEMENT	\$ -	\$ -	\$ -	\$ -	\$ -
6631 · MATERIALS PROCESSING FEES	\$ 2,122,443	\$ 2,555,717	\$ 2,650,288	\$ 2,845,316	\$ 3,036,968
6632 · WOOD MANAGEMENT FEE	\$ -	\$ -	\$ -	\$ -	\$ -
FACILITIES MANAGEMENT SUB TOTAL	\$ 2,122,443	\$ 2,555,717	\$ 2,650,288	\$ 2,845,316	\$ 3,036,968
 MATERIALS MANAGEMENT TOTAL	 \$ 2,122,443	 \$ 2,587,029	 \$ 2,692,313	 \$ 2,887,634	 \$ 3,383,632

NOTES:

Significant increase in glass hauling and market stabilization due to anticipated continuation of poor markets



CHITTENDEN SOLID WASTE DISTRICT  
BUDGET FORM FISCAL 2020

PROGRAM: MATERIALS RECOVERY FACILITY PROGRAM  
PREPARED BY: JEN HOLLIDAY / JOSH TYLER  
Category: Salaries Wages, & Benefits

PROGRAMMATIC NEED OR MANDATE:

These accounts track costs related to staffing the district.

	ACTUAL FY17	ACTUAL FY18	BUDGET FY 19	BUDGET FY 20	BUDGET FY 21
Director of Operations	0.10	0.50	0.50	0.65	0.25
Project Manager	0.70	0.32			0.15
DIR Policy and DIVERSION			0.25	0.25	0.20
	0.80	0.82	0.75	0.90	0.60

BREAKDOWN OF COSTS:

	Line Item	Program Subtotal
Salaries and Wages	Total Salaries and Wages	\$ 61,358

Benefits

6016 · ACHIEVEMENT AWARD		
6017 · WELLNESS BENEFIT		
6018 · MILEAGE ALLOCATION		
6019 · OTHER COMPENSATED TIME		
6021 · FICA	\$ 4,959	
6022 · UNEMPLOYMENT	\$ 47	
6023 · RETIREMENT BENEFITS	\$ 3,151	
6024 · LIFE/DISABILITY INSURANCE	\$ 615	
6025 · WORKERS COMP	\$ 185	
6026 · DENTAL INSURANCE	\$ 889	
6027 · HEALTH INS - Premiums	\$ 8,198	
6028 · HSA CSWD EXP	\$ 1,488	
6031 · HEALTH INS - OPT OUT	\$ -	
6033 · HRA CONTRIB EXP	\$ -	\$ 19,530

	ACTUAL FY18	ACTUAL FY19	BUDGET FY 20	ACTUAL CY 19	BUDGET FY 21
SALARIES AND WAGES TOTAL	\$ 69,462	\$ 82,332	\$ 79,563	\$ 29,007	\$ 61,358
BENEFITS TOTAL	\$ 25,949	\$ 22,995	\$ 23,732	\$ 13,669	\$ 19,530
Total Personnel Cost	\$ 95,411	\$ 105,327	\$ 103,295	\$ 42,676	\$ 80,888

NOTES:

reduction in salary time for Director of Operations and Director of Public Policy and added hours for project manager

CHITTENDEN SOLID WASTE DISTRICT  
BUDGET FORM FISCAL 2020

PROGRAM: MATERIALS RECOVERY FACILITY PROGRAM

PREPARED BY: JEN HOLLIDAY / JOSH TYLER

Category TRAVEL & TRAINING

PROGRAMMATIC NEED OR MANDATE:

These accounts track all needed for training and education of staff including memberships and subscriptions

BREAKDOWN OF COSTS:

	Line Item		Program Subtotal
Conferences (include travel, lodging, and meals):			
Conferences:	CONFERENCE NAME:		
DIR Policy and DIVERSION	National Conference	\$ -	
DIR Policy and DIVERSION	Regional Conference	\$ -	
Director of Operations	Regional Conference	\$ -	<u>\$ -</u>
Staff Training & Education			
Training/ Classes:	NETTCP Soils & Aggregate Lab Tech Training (PGA analysis)	\$ 2,500	<u>\$ 2,500</u>
Membership Dues			
Groups:	CSWD NRRRA Membership	\$ 620	
	SWANA Dues - NY & New Eng.	\$ 500	
			<u>\$ 1,120</u>
Subscriptions			
Publications:	Recycling Periodical	\$ 100	
			<u>\$ 100</u>
<b>Travel and Training Total</b>			<b>\$ 3,720</b>

		ACTUAL FY18		ACTUAL FY19		BUDGET FY 20		ACTUAL CY 19		BUDGET FY 21
<b>6100 · TRAVEL &amp; TRAINING</b>										
6111 · CONFERENCES	\$	-	\$	2,501	\$	9,500	\$	2,501	\$	-
6121 · STAFF TRAINING & EDUCATION	\$	2,813	\$	1,090	\$	2,500	\$	-	\$	2,500
6131 · MEMBERSHIP DUES	\$	1,290	\$	1,100	\$	1,120	\$	877	\$	1,120
6141 · SUBSCRIPTIONS	\$	-	\$	-	\$	100	\$	-	\$	100
<b>Total 6100 · TRAVEL &amp; TRAINING</b>	<b>\$</b>	<b>4,103</b>	<b>\$</b>	<b>4,690</b>	<b>\$</b>	<b>13,220</b>	<b>\$</b>	<b>3,378</b>	<b>\$</b>	<b>3,720</b>

NOTES:

No significant change

CHITTENDEN SOLID WASTE DISTRICT  
BUDGET FORM FISCAL 2020

PROGRAM: MATERIALS RECOVERY FACILITY PROGRAM

PREPARED BY: JEN HOLLIDAY / JOSH TYLER

Category Administrative Costs

PROGRAMMATIC NEED OR MANDATE:

These accounts track activities that are needed to support the regular business activities of the District.

BREAKDOWN OF COSTS:

				Line Item	Program Subtotal
BUSINESS TRAVEL (Mileage Reimbursement, Meals,					
Mileage (# miles)	1400	0.58	\$	812	
Meals			\$	800	
Lodging			\$	1,200	
Transportation			\$	1,500	<b>\$ 4,312</b>
Administrative Costs Total					\$ 4,312

	ACTUAL FY18		ACTUAL FY19		BUDGET FY 20		ACTUAL CY 19		BUDGET FY 21
6210 · BUSINESS TRAVEL	\$ 6,574	\$	8,231	\$	4,812	\$	5,953	\$	4,312
	<u>\$ 6,574</u>	<u>\$</u>	<u>8,231</u>	<u>\$</u>	<u>4,812</u>	<u>\$</u>	<u>5,953</u>	<u>\$</u>	<u>4,312</u>

NOTES:

Costs are associated with active evaluation of markets and market outlets (local and regional)

CHITTENDEN SOLID WASTE DISTRICT  
BUDGET FORM FISCAL 2020

PROGRAM: MATERIALS RECOVERY  
FACILITY PROGRAM  
JEN HOLLIDAY / JOSH  
PREPARED BY: TYLER

Category Professional Fees

PROGRAMMATIC NEED OR MANDATE:

These accounts capture the cost of the outside expertise needed to support staff in the district.

BREAKDOWN OF COSTS:

				Line Item	Program Subtotal
Legal Services					
Attorney hours:	75	\$	225	\$	16,875
				0	<u>\$ 16,875</u>
Professional Fees Total					<u>\$ 16,875</u>

	ACTUAL FY18		ACTUAL FY19		BUDGET FY 20		ACTUAL CY 19		BUDGET FY 21
6341 · LEGAL SERVICES	\$ 2,790	\$	14,753	\$	11,250	\$	8,971	\$	16,875
6399 · OTHER PROF SERVICES	\$ 31,847	\$	4,860	\$	-	\$	1,347	\$	-
<b>Total 6300 · PROFESSIONAL FEES</b>	<u>\$ 34,637</u>	<u>\$</u>	<u>19,614</u>	<u>\$</u>	<u>11,250</u>	<u>\$</u>	<u>11,426</u>	<u>\$</u>	<u>16,875</u>

NOTES:

Anticipated increase in hours for legal.

CHITTENDEN SOLID WASTE DISTRICT  
BUDGET FORM FISCAL 2020

PROGRAM: MATERIALS RECOVERY FACILITY PROGRAM

PREPARED BY: JEN HOLLIDAY / JOSH TYLER

Category: Equipment and Fleet

PROGRAMMATIC NEED OR MANDATE:

These accounts record activities for the purchase of or maintenance of equipment including the fleet.

BREAKDOWN OF COSTS:

		Line Item	Program Subtotal
<b>Large Equipment</b>	LARGE EQUIPMENT LEASES		
	LARGE EQ - SERVICE CONTRACT		
	LARGE EQ -MAINT CONTRACTOR	\$ 15,000	
	LARGE EQ - MAINT & PARTS	\$ 15,000	<u>\$ 30,000</u>
<b>6414 · SCALE CERTIFICATION AND MAINT</b>		\$ 180	<u>\$ 180</u>
<b>6418 · OFFICE EQUIPMENT</b>	Scale Weight Tickets	\$ 2,500	
	Contaminated Load Forms		
	General Supplies		<u>\$ 2,500</u>
<b>6452 · HARDWARE AND EQUIPMENT</b>			<u>\$ -</u>
<b>6454 · TELECOMMUNICATIONS</b>	Cell Phone for Director of Operations and Project Manager and Internet Access to facility	\$ 250	<u>\$ 3,000</u>
<b>EQUIPMENT AND FLEET TOTAL</b>			\$ 35,680

	ACTUAL FY18	ACTUAL FY19	BUDGET FY 20	ACTUAL CY 19	BUDGET FY 21
6413 · LARGE EQ - SERVICE CONTRACT	\$ -	\$ -	\$ 20,000	\$ -	\$ 15,000
6412 · LARGE EQ - MAINT & PARTS	\$ -	\$ -	\$ 25,000	\$ -	\$ 15,000
LARGE EQUIPMENT SUB TOTAL	\$ 175	\$ 9,389	\$ 45,180	\$ 175	\$ 30,180
6416 · SCALE CERTIFICATION AND MAINT	\$ 175	\$ 175	\$ 180	\$ 175	\$ 180
6421 · SMALL EQUIPMENT	\$ -	\$ -	\$ -	\$ 19	\$ -
6422 · OFFICE EQUIPMENT	\$ -	\$ 19	\$ 3,100	\$ -	\$ 2,500
6440 · INFORMATION TECHNOLOGY	\$ -	\$ -	\$ -	\$ -	\$ -
6442 · HARDWARE AND EQUIPMENT	\$ -	\$ -	\$ 2,500	\$ -	\$ -
6445 · TELECOMMUNICATIONS	\$ 1,349	\$ 1,017	\$ 2,100	\$ 1,446	\$ 3,000
INFORMATION TECHNOLOGY SUB TOTAL	\$ 1,349	\$ 1,017	\$ 1,446	\$ 3,000	\$ 3,000
<b>EQUIPMENT AND FLEET TOTAL</b>	<b>\$ 1,524</b>	<b>\$ 10,425</b>	<b>\$ 52,880</b>	<b>\$ 1,621</b>	<b>\$ 35,680</b>

NOTES:

Large Equipment Costs have decreased from FY20 due to a review of the MRF schedule 3 contracted end of life table.

CHITTENDEN SOLID WASTE DISTRICT  
BUDGET FORM FISCAL 2020

PROGRAM: MATERIALS RECOVERY FACILITY PROGRAM  
PREPARED BY: JEN HOLLIDAY / JOSH TYLER

Category: Supplies

PROGRAMMATIC NEED OR MANDATE:

These accounts are part of the Equipment and Supplies section and relate for any item needed for operations.

BREAKDOWN OF COSTS:

	Line Item	Program Subtotal
6542 · PERSONAL PROTECTIVE EQUIPMENT	Hard hats, glasses and vests	500
	Bale Sort supplies	850
		<b>1350</b>
		<u>\$ 1,350</u>

	ACTUAL FY18	ACTUAL FY19	BUDGET FY 20	ACTUAL CY 19	BUDGET FY 21
6510 - GENERAL MATERIALS AND SUPPLIES					
6511 · MATERIALS & SUPPLIES	\$130.71	\$553.83	\$0.00	\$298.74	\$0.00
<i>GENERAL OFFICE SUPPLIES SUB TOTAL</i>	<i>\$130.71</i>	<i>\$553.83</i>	<i>\$0.00</i>	<i>\$298.74</i>	<i>\$0.00</i>
6542 · PERSONAL PROTECTIVE EQUIPMENT	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,350.00
<i>EMPLOYEE CLOTHING SUB TOTAL</i>	<i>\$0.00</i>	<i>\$145.00</i>	<i>\$1,200.00</i>	<i>\$145.00</i>	<i>\$1,350.00</i>
SUPPLIES TOTAL	\$130.71	\$759.52	\$1,200.00	\$504.43	\$1,350.00

NOTES:

added the cost of PPE for tours

CHITTENDEN SOLID WASTE DISTRICT  
BUDGET FORM FISCAL 2020

PROGRAM: MATERIALS RECOVERY FACILITY PROGRAM  
PREPARED BY: JEN HOLLIDAY / JOSH TYLER

Category: Materials Management

PROGRAMMATIC NEED OR MANDATE:  
These accounts support all activities related to handling or disposal of material accepted by the district.

BREAKDOWN OF COSTS:

PROPERTY MANAGEMENT	Line Item	Program Subtotal
6715 · SKILLED LABOR	\$ 7,500.00	<u>\$ 7,500</u>
6730 · COMMERCIAL INSURANCE		
6731 · COMMERCIAL INSURANCE PREMIUM	\$ 24,324.17	<u>\$ 24,324</u>
6740 · GOV'T FEES & TAXES		
6741 · HOST TOWN FEES	\$ 29,092.67	<u>\$ 29,093</u>
6742 · IMPACT FEES	\$ 24,800.00	<u>\$ 24,800</u>
<i>GOV'T FEES &amp; TAXES SUB TOTAL</i>		
<b>PROPERTY MANAGEMENT TOTAL</b>		<b>\$ 85,717</b>

	ACTUAL FY18	ACTUAL FY19	BUDGET FY 20	ACTUAL CY 19	BUDGET FY 21
PROPERTY MANAGEMENT					
6715 · SKILLED LABOR	\$ -	\$ -	\$ 7,500	\$ -	\$ 7,500
BUILDING & LAND SUB TOTAL	\$ -	\$ 3,298	\$ 7,500	\$ 8,180	\$ 7,500
6720 · UTILITIES	\$ -	\$ -	\$ -	\$ -	\$ -
6724 · WATER/SEWER	\$ -	\$ -	\$ -	\$ -	\$ -
UTILITIES SUB TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
6730 · COMMERCIAL INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ -
6731 · COMMERCIAL INSURANCE PREMIUM	\$ 23,414	\$ 24,903	\$ 25,692	\$ 17,645	\$ 24,324
COMMERCIAL INSURANCE SUB TOTAL	\$ 23,414	\$ 24,903	\$ 25,692	\$ 17,645	\$ 24,324
6740 · GOV'T FEES & TAXES	\$ -	\$ -	\$ -	\$ -	\$ -
6742 · IMPACT FEES	\$ 23,419	\$ 22,841	\$ 28,522	\$ 24,350	\$ 29,093
6743 · PYMT FOR MUNIC SVCS	\$ 27,486	\$ 28,522	\$ 24,339	\$ 29,571	\$ 24,800
6746 · PERMITS	\$ -	\$ -	\$ -	\$ -	\$ -
GOV'T FEES & TAXES SUB TOTAL	\$ 50,906	\$ 51,364	\$ 52,861	\$ 53,920	\$ 53,893
PROPERTY MANAGEMENT TOTAL	\$ 74,320	\$ 79,564	\$ 86,053	\$ 79,745	\$ 85,717

NOTES:  
No significant change from FY20

CHITTENDEN SOLID WASTE DISTRICT  
BUDGET FORM FISCAL 2020

PROGRAM: MATERIALS RECOVERY FACILITY PROGRAM  
 PREPARED BY: JEN HOLLIDAY / JOSH TYLER  
 Category MAINTENANCE CHARGES

PROGRAMMATIC NEED OR MANDATE:

This is charged by the Maintenance program and is not at the control of the program manager.

BREAKDOWN OF COSTS:

				Line Item	Program Subtotal
Maintenance Charges					<u><b>\$ 4,936</b></u>
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET
	FY18	FY19	FY 20	CY 19	FY 21
6901 · MAINTENANCE & ROLL OFF C \$	4,535	\$ 5,682	\$ 4,936	\$ 4,452	\$ 4,936

NOTES:

No significant changes



CHITTENDEN SOLID WASTE DISTRICT  
BUDGET FORM FISCAL 2020

PROGRAM: MATERIALS RECOVERY FACILITY PROGRAM  
PREPARED BY: JEN HOLLIDAY / JOSH TYLER

Category PROMOTION AND EDUCATION

PROGRAMMATIC NEED OR MANDATE:  
This account supports the general promotional activities of the District.

BREAKDOWN OF COSTS:

		Line Item	Program Subtotal
6711 · ADVERTISING			
			\$ -
6712 · PRINTING			
			\$ -
6713 · EDUCATION			
			\$ -
6714 · WORKSHOPS			
			\$ -
6721 · DONATIONS			
			\$ -
			\$ -

	ACTUAL FY18	ACTUAL FY19	BUDGET FY 20	ACTUAL CY 19	BUDGET FY 21
<b>6700 · PROMOTION &amp; EDUCATION</b>					
6812 · ADVERTISING	\$ 468.40	\$ -	\$ -	\$ -	\$ -
6813 · PRINTING	\$ -	\$ -	\$ -	\$ -	\$ -
6814 · EDUCATION	\$ -	\$ -	\$ -	\$ 298.16	\$ -
6815 · WORKSHOPS	\$ -	\$ -	\$ -	\$ -	\$ -
6821 · DONATIONS	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total 6700 · PROMOTION &amp; EDUCATION</b>			\$ -	\$ 298.16	\$ -

SIGNIFICANT CHANGES FROM PREVIOUS YEAR: No significant changes  
NOTES: