

SPECIAL PROJECTS

Significant Changes from Previous Fiscal Year

- 1) Proposed Special Projects budget shows a decrease in revenues of \$23,000 or 31% and a decrease in expenses of \$7,752 or 4% as compared to FY19.
- 2) Deletion of biennial Household Solid Waste Survey (\$21,000).
- 3) Reduction in the amount of \$23,000 in both revenue and expenses for Burlington and South Burlington residential collection feasibility study.
- 4) Eliminated \$40,000 Recycling Market Development Grant Program.
- 5) Added \$75,000 for a study to analyze sources of disposal increases.

3-Year Budget Outlook

- 1) Residential waste composition study scheduled for FY21 (~\$20,000).
- 2) Biennial Household Solid Waste Survey for FY21 and FY23 (~\$21,000).

**CHITTENDEN SOLID WASTE DISTRICT
FY 20 BUDGET WORKSHEET
Special Projects**

	FY 17 ACTUAL	FY 18 ACTUAL	FY 19 BUDGET	CY 18 ACTUAL	FY 20 BUDGET	CHANGE FROM FY 19 BUDGET \$	%	CHANGE FROM CY 18 ACTUAL \$	%
REVENUE									
4501 · MISCELLANEOUS	\$ -	\$ 210	\$ 75,000	\$ 210	\$ -	\$ (75,000)		\$ (210)	Moved
4511 - CHARGES FOR SERVICES	\$ -	\$ -		\$ -	\$ 52,000	\$ 52,000	New Code	\$ 52,000	New
OTHER TOTAL	\$ -	\$ 210	\$ 75,000	\$ 210	\$ 52,000	\$ (23,000)	-30.67%	\$ 51,790	
Total Revenue	\$ -	\$ 210	\$ 75,000	\$ 210	\$ 52,000	\$ (23,000)	-30.67%	\$ 51,790	
EXPENSE									
SALARIES AND WAGES TOTAL	\$ 51,980	\$ 37,369	\$ 41,319	\$ 38,884	\$ 42,609	\$ 1,290	3.12%	\$ 3,725	9.58%
BENEFITS TOTAL	\$ 17,830	\$ 12,456	\$ 16,102	\$ 13,435	\$ 16,419	\$ 317	1.97%	\$ 2,985	22.22%
TRAINING AND TRAVEL									
6110 · CONFERENCES	\$ -	\$ -	\$ -	\$ -	\$ 2,920	\$ 2,920	New code	\$ 2,920	New
6120 · STAFF TRAINING & EDUCATION	\$ 191	\$ 1,891	\$ 2,835	\$ 3,473	\$ -	\$ (2,835)	-100.00%	\$ (3,473)	Moved
6140 · SUBSCRIPTIONS		\$ 126	\$ 126	\$ 178	\$ 126	\$ -	0.00%	\$ (52)	-29.21%
TRAVEL & TRAINING TOTAL	\$ 191	\$ 2,017	\$ 2,961	\$ 3,651	\$ 3,046	\$ 85	2.87%	\$ (605)	-16.57%
ADMINISTRATIVE									
6210 · BUSINESS TRAVEL	\$ 319	\$ 20	\$ 470	\$ 117	\$ 324	\$ (146)	-31.06%	\$ 207	177.90%
6221 · LEGAL NOTICES	\$ 84	\$ 98	\$ 100	\$ 98	\$ 110	\$ 10	10.00%	\$ 13	12.82%
6250 · GRANTS	\$ 25,969	\$ 15,736	\$ 60,000	\$ 12,002	\$ 20,000	\$ (40,000)	-66.67%	\$ 7,998	66.63%
ADMINISTRATIVE COSTS TOTAL	\$ 26,371	\$ 15,854	\$ 60,570	\$ 12,216	\$ 20,434	\$ (40,136)	-66.26%	\$ 8,218	67.27%
PROFESSIONAL FEES									
6340 · LEGAL SERVICES			\$ 225		\$ -	\$ (225)	-100.00%	\$ -	
6360 · CONSULTING					\$ 127,000	\$ 127,000	New code	\$ 127,000	New
6399 · OTHER PROF SERVICES	\$ 15,310		\$ 96,000		\$ -	\$ (96,000)	-100.00%	\$ -	Moved
PROFESSIONAL FEES TOTAL	\$ 15,310	\$ -	\$ 96,225	\$ -	\$ 127,000	\$ 30,775	31.98%	\$ 127,000	
SUPPLIES									
GENERAL OFFICE SUPPLIES									
6451 · OFFICE SUPPLIES			\$ 80		\$ -	\$ (80)	-100.00%	\$ -	
6453 · POSTAGE	\$ 2	\$ 1	\$ 6	\$ 1	\$ 3	\$ (3)	-50.00%	\$ 2	219.15%
OFFICE SUPPLIES SUB TOTAL	\$ 2	\$ 1	\$ 86	\$ 1	\$ 3	\$ (83)	-96.51%	\$ 2	219.15%
SUPPLIES TOTAL	\$ 2	\$ 1	\$ 86	\$ 1	\$ 3	\$ (83)	-96.51%	\$ 2	219.15%
PROMOTION & EDUCATION									
6712 · PRINTING	\$ 46	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	N/A
PROMOTION & EDUCATION TOTAL	\$ 46	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	N/A

INTERDEPARTMENTAL CHARGES

6812 · MAINTENANCE & ROLL OFF CHARGES	\$	75	\$	-	\$	75	\$	-	\$	(75)	-100.00%
INTERDEPARTMENTAL CHARGES TOTAL	\$	-	\$	75	\$	-	\$	75	\$	(75)	-100.00%
TOTAL EXPENSES	\$	111,731	\$	67,772	\$	217,263	\$	68,262	\$	209,511	\$ (7,752) -3.57% \$ 141,249 206.92%
NET PROFIT FROM OPERATIONS	\$	(111,731)	\$	(67,562)	\$	(142,263)	\$	(68,052)	\$	(157,511)	\$ (15,248) 10.72% \$ (89,459) 131.46%
SUPPORT PROGRAMS ALLOCATION	\$	(15,778)	\$	(14,812)	\$	142,263	\$	26,865	\$	157,511	
NET AFTER ALLOCATIONS	\$	(127,509)	\$	(82,374)	\$	0	\$	(41,187)	\$	(0)	
SWMF SUBSIDY	\$	162,070	\$	155,659	\$	-	\$	77,830	\$	-	
TFR TO UNDESIG FUND BALANCE	\$	(34,561)	\$	(73,285)							
PROGRAM NET	\$	-	\$	-	\$	0	\$	36,642	\$	(0)	

CHITTENDEN SOLID WASTE DISTRICT
BUDGET FORM FISCAL 2020

PROGRAM: Special Projects
PREPARED BY: Nancy Plunkett

Category Other Revenue

PROGRAMMATIC NEED OR MANDATE:
This account covers reimbursements for services rendered.

BREAKDOWN OF COSTS:

	Line Item	Program Subtotal
Charges for Services	Burlington & South Burlington	\$52,000
	Residential Collection	
	Feasibility Study	
		\$52,000
Other Revenue Total		\$52,000

	ACTUAL FY17	ACTUAL FY18	BUDGET FY 19	ACTUAL CY 18	BUDGET FY 20
4500 - Other Revenue					
4501 - MISCELLANEOUS	\$ -	\$ 210.00	\$ 75,000.00	\$ 210.00	\$ -
4511 - CHARGES FOR SERVICES	\$ -	\$ -	\$ -	\$ -	\$ 52,000.00
Total 4500 - OTHER REVENUE	\$ -	\$ 210.00	\$ 75,000.00	\$ 210.00	\$ 52,000.00

SIGNIFICANT CHANGES FROM PREVIOUS YEAR:

Feasibility study funded by municipalities over two fiscal years instead of one as originally planned.

CHITTENDEN SOLID WASTE DISTRICT
BUDGET FORM FISCAL 2020

PROGRAM: Special Projects
PREPARED BY: Nancy Plunkett

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
Special Projects Director	0.70	0.50	0.50	0.50

BREAKDOWN OF COSTS:

	Line Item	Program Subtotal
Salaries and Wages	\$42,609	\$42,609

Benefits

6016 · ACHIEVEMENT AWARD	\$0
6017 · WELLNESS BENEFIT	\$0
6018 · MILEAGE ALLOCATION	\$0
6019 · OTHER COMPENSATED TIME	\$0
6021 · FICA	\$2,695
6022 · UNEMPLOYMENT	\$78
6023 · RETIREMENT BENEFITS	\$0
6024 · LIFE/DISABILITY INSURANCE	\$0
6025 · WORKERS COMP	\$105
6026 · DENTAL INSURANCE	\$0
6027 · HEALTH INS - Premiums	\$13,541
6028 · HSA CSWD EXP	\$0
6031 · HEALTH INS - OPT OUT	\$0
6033 · HRA CONTRIB EXP	\$0
	\$16,419

	ACTUAL FY17	ACTUAL FY18	BUDGET FY 19	ACTUAL CY 18	BUDGET FY 20
Salaries	\$ 51,980	\$ 37,369	\$ 41,319	\$ 38,884	\$ 42,609
Benefits - Mandatory	\$ 17,830	\$ 12,456	\$ 16,102	\$ 13,435	\$ 16,419
Total Personnel Cost	\$ 69,810	\$ 49,825	\$ 57,421	\$ 52,319	\$ 59,028

SIGNIFICANT CHANGES FROM PREVIOUS YEAR:

CHITTENDEN SOLID WASTE DISTRICT
BUDGET FORM FISCAL 2020

PROGRAM: Special Projects
PREPARED BY: Nancy Plunkett

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:	Regional conference - 2 days	\$870
	National conference - 3 days	\$2,050
		<u>\$2,920</u>
Publications:	BioCycle	\$74
	Resource Recycling	\$52
		<u>\$126</u>
Travel and Training Total		\$3,046

	ACTUAL FY17	ACTUAL FY18	BUDGET FY 19	ACTUAL CY 18	BUDGET FY 20
6100 · TRAVEL & TRAINING					
6110 · CONFERENCES	\$ -	\$ -	\$ -	\$ -	\$ 2,920
6120 · STAFF TRAINING & EDUCATIO	\$ 191	\$ 1,891	\$ 2,835	\$ 3,473	\$ -
6130 · MEMBERSHIP DUES	\$ -	\$ -	\$ -	\$ -	\$ -
6140 · SUBSCRIPTIONS	\$ -	\$ 126	\$ 126	\$ 178	\$ 126
Total 6100 · TRAVEL & TRAINING	\$ 191	\$ 2,017	\$ 2,961	\$ 3,651	\$ 3,046

SIGNIFICANT CHANGES FROM PREVIOUS YEAR:

**CHITTENDEN SOLID WASTE DISTRICT
BUDGET FORM FISCAL 2020**

PROGRAM: Special Projects
PREPARED BY: Nancy Plunkett

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, Lodging)		
Mileage	300	0.58
Meals - meetings		\$174
Lodging		\$150
Transportation		
		\$324
 Legal Notices		
FY21 Waste comp. study RFP		\$110
		\$110
 Grants		
Incentive Grants		
-Res. collection container		\$20,000
		\$20,000
Administrative Costs Total		\$20,434

	ACTUAL FY17	ACTUAL FY18	BUDGET FY 19	ACTUAL CY 18	BUDGET FY 20
6210 · BUSINESS TRAVEL	\$ 319	\$ 20	\$ 470	\$ 117	\$ 324
6221 · LEGAL NOTICES	\$ 84	\$ 98	\$ 100	\$ 98	\$ 110
6250 · GRANTS	\$ 25,969	\$ 15,736	\$ 60,000	\$ 12,002	\$ 20,000
Total 6200 · ADMINISTRATIVE	\$ 26,371	\$ 15,854	\$ 60,570	\$ 12,216	\$ 20,434

SIGNIFICANT CHANGES FROM PREVIOUS YEAR:
Eliminated \$40,000 for Recycling Market Development Grant Program.

**CHITTENDEN SOLID WASTE DISTRICT
BUDGET FORM FISCAL 2020**

PROGRAM: Special Projects
PREPARED BY: Nancy Plunkett

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
Consulting		
Burlington & South Burlington Residential Collection Feasibility Study (CSWD is fiscal agent)	\$52,000	
Disposal analysis	\$75,000	
		<u>\$127,000</u>
Professional Fees Total		\$127,000

	ACTUAL FY17	ACTUAL FY18	BUDGET FY 19	ACTUAL CY 18	BUDGET FY 20
6340 · LEGAL SERVICES	\$ -	\$ -	\$ 225	\$ -	\$ -
6360 · CONSULTING	\$ -	\$ -	\$ -	\$ -	\$ 127,000
6399 · OTHER PROF SERVICES	\$ 15,310	\$ -	\$ 96,000	\$ -	\$ -
Total 6300 · PROFESSIONAL FEES	\$ 15,310	\$ -	\$ 96,225	\$ -	\$ 127,000

SIGNIFICANT CHANGES FROM PREVIOUS YEAR:

Feasibility study funded by municipalities over two fiscal years instead of one as originally planned.
Off year for biennial household solid waste survey.
Added \$75,000 for a study to analyze sources of disposal increases.

**CHITTENDEN SOLID WASTE DISTRICT
BUDGET FORM FISCAL 2020**

PROGRAM: Special Projects
PREPARED BY: Nancy Plunkett

Category Supplies

PROGRAMMATIC NEED OR MANDATE:

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

BREAKDOWN OF COSTS:

			Line Item		Program Subtotal
6443 · POSTAGE	6		0.50	\$3	
					\$3
Supplies Total					\$3

	ACTUAL FY17	ACTUAL FY18	BUDGET FY 19	ACTUAL CY 18	BUDGET FY 20
6451 · OFFICE SUPPLIES	\$ -	\$ -	\$ 80	\$ -	\$ -
6453 · POSTAGE	\$ 2	\$ 1	\$ 6	\$ 1	\$ 3
Total 6450 · OFFICE SUPPLIES	\$ 2	\$ 1	\$ 86	\$ 1	\$ 3

SIGNIFICANT CHANGES FROM PREVIOUS YEAR: