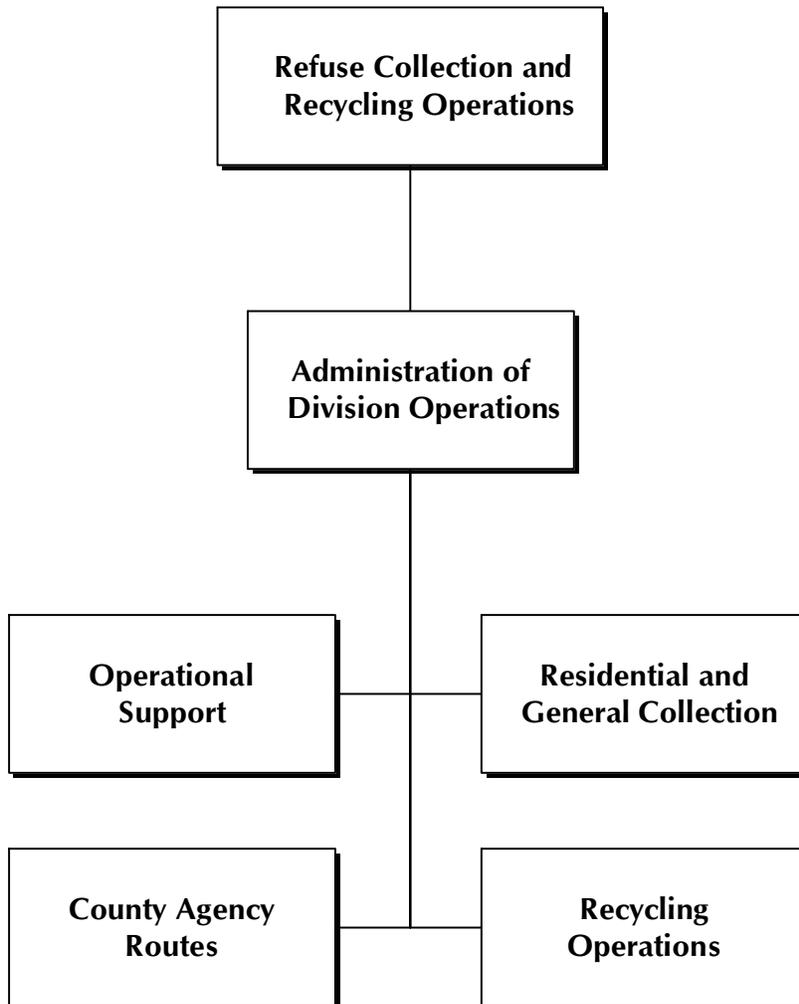


Fund 109

Refuse Collection and Recycling Operations



Mission

To protect Fairfax County citizens against disease, pollution, and other contamination associated with the improper disposal of refuse, by providing efficient and economical refuse collection services to citizens in 69 refuse collection sanitary districts and to Fairfax County agencies. To reduce the County's municipal solid waste stream through the effective development, implementation and management of comprehensive waste reduction and recycling programs to ensure that Fairfax County meets or exceeds the Commonwealth of Virginia's mandated goal of recycling 25.0 percent of the solid waste stream.

Focus

The Division of Solid Waste Collection and Recycling, (Fund 109, Refuse Collection and Recycling Operations) is responsible for the collection of refuse and recyclable materials within Fairfax County's sanitary districts and from County agencies. The agency coordinates the County's waste reduction and recycling program. It is also responsible for the administration and program operations of the Solid Waste General Fund Programs (e.g., Health Department Referrals, Community Cleanups, Evictions and Court-Ordered Cleanups) on behalf of the County.

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Residents within sanitary refuse collection districts, which are created by the Board of Supervisors upon citizen petition, are charged an annual fee for service through the semi-annual property tax collection system. The FY 2004 annual fee was \$210 per unit served and has remained at this level since FY 2000 when it was reduced from \$240 in order to draw down the unreserved fund balance. During the past four years, the increasing cost of Refuse Collection services has been absorbed by the fund balance; however the fund balance has now been significantly reduced. Due to increasing disposal fees and rising personnel expenses, it is necessary to increase the annual fee to \$240 for FY 2005. This will increase the amount received from the household fee by \$1,475,490 or 17.4 percent over the FY 2004 revised estimate of \$8,482,110.

County Agency Routes (CAR) is responsible for the collection of refuse from County agencies and a small number of organizations associated with County agencies. Revenue is derived from billings to County agencies based on the cubic yard capacity of the containers assigned to individual agencies. The cost per cubic yard is formula-driven and is based on fiscal year operating requirements. For FY 2005, the calculated rate is \$4.05 per cubic yard, a decrease of \$0.05 from the FY 2004 Adopted Budget Plan rate of \$4.10 per cubic yard. In FY 2005, the number of cubic yards collected on CAR is projected to be 272,938 cubic yards.

Recycling Operations is responsible for providing the overall management of solid waste reduction and recycling programs that are required by the County and for developing plans for future recycling programs and waste reduction systems. The goal for FY 2005 is to maintain the recycling rate in the municipal solid waste stream at or above the State of Virginia mandated goal of 25 percent. Revenue is generated from the sale of recyclable materials (aluminum cans, newspaper, cardboard, glass and scrap metal) which serves to partially offset expenditure requirements. In addition, revenue and program support is provided by Fund 110, Refuse Disposal, through billings by Fund 109 for administration and coordination of recycling operations on behalf of Fund 110.

Agency accomplishments, new initiatives and performance measures are displayed at a program-wide level. Please refer to the Solid Waste Management Program Overview in Volume 2 of the FY 2005 Adopted Budget Plan for those items.

Fund 109

Refuse Collection and Recycling Operations

Budget and Staff Resources

Agency Summary					
Category	FY 2003 Actual	FY 2004 Adopted Budget Plan	FY 2004 Revised Budget Plan	FY 2005 Advertised Budget Plan	FY 2005 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	137/ 137	137/ 137	137/ 137	137/ 137	137/ 137
Expenditures:					
Personnel Services	\$6,646,000	\$7,015,248	\$7,140,685	\$7,273,339	\$7,273,339
Operating Expenses	7,102,204	7,773,978	9,891,179	8,348,490	8,348,490
Capital Equipment	67,860	998,000	1,345,057	1,518,000	1,518,000
Capital Projects ¹	250,555	0	122,027	0	0
Subtotal	\$14,066,619	\$15,787,226	\$18,498,948	\$17,139,829	\$17,139,829
Less:					
Recovered Costs	(\$398,990)	(\$461,119)	(\$444,462)	(\$470,928)	(\$470,928)
Total Expenditures	\$13,667,629	\$15,326,107	\$18,054,486	\$16,668,901	\$16,668,901

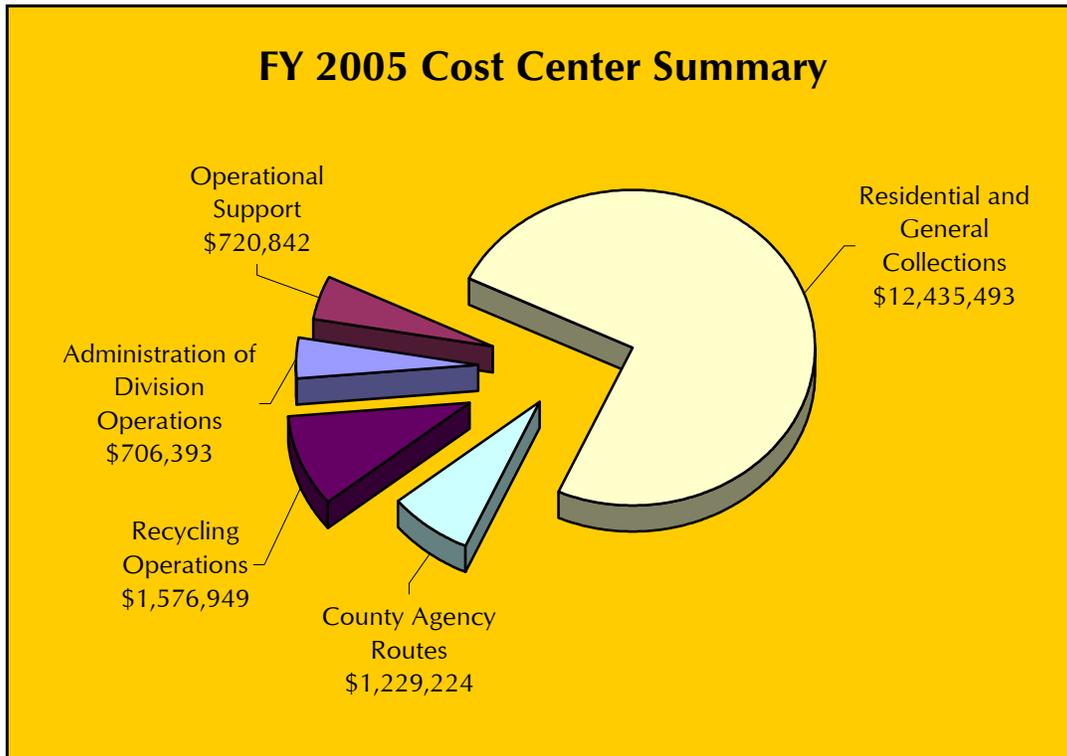
Summary by Cost Center					
Category ¹	FY 2003 Actual	FY 2004 Adopted Budget Plan	FY 2004 Revised Budget Plan	FY 2005 Advertised Budget Plan	FY 2005 Adopted Budget Plan
Administration of Division					
Operations	\$598,676	\$685,997	\$666,694	\$706,393	\$706,393
Operational Support	900,256	672,822	865,469	720,842	720,842
Residential and General					
Collections	9,903,005	11,508,125	13,728,886	12,435,493	12,435,493
County Agency Routes	973,743	1,038,250	1,244,315	1,229,224	1,229,224
Recycling Operations	1,291,949	1,420,913	1,549,122	1,576,949	1,576,949
Total Expenditures	\$13,667,629	\$15,326,107	\$18,054,486	\$16,668,901	\$16,668,901

Position Summary					
<u>Administration of Division</u>		<u>Operational Support</u>		<u>County Agency Routes</u>	
<u>Operations</u>		1 Refuse Superintendent		4 Heavy Equipment Operators	
1 Director of Refuse Collection and Recycling	1	1 Assistant Refuse Superintendent		1 Engineering Technician I	
1 Assistant Director/Engineer IV	1	1 Management Analyst II		1 Maintenance Trade Helper II	
1 Management Analyst III	4	4 Administrative Assistants II			
1 Safety Analyst	1	1 Welder II		<u>Recycling Operations</u>	
1 Network/Telecommunication Analyst I	1	1 Maintenance Trade Helper I		1 Management Analyst IV	
3 Management Analysts II				3 Management Analysts II	
1 Administrative Assistant IV		<u>Residential and General</u>		1 Inter/Intranet Architect I	
3 Administrative Assistants III		<u>Collections</u>		2 Management Analysts I	
1 Administrative Assistant I		2 Management Analysts II		1 Heavy Equipment Supervisor	
		1 Senior Refuse Supervisor		4 Heavy Equipment Operators	
		3 Refuse Supervisors		1 Public Service Worker	
		1 Heavy Equipment Supervisor			
		9 Heavy Equipment Operators			
		30 Motor Equipment Operators			
		19 Public Service Workers II			
		29 Public Service Workers I			
		1 Vehicle Maint. Coordinator			
		1 Maintenance Trade Helper I			
TOTAL POSITIONS					
137 Positions / 137.0 Staff Years					

¹ Capital Projects' expenditures are shown under the Operational Support Cost Center.

Fund 109

Refuse Collection and Recycling Operations



FY 2005 Funding Adjustments

The following funding adjustments from the FY 2004 Revised Budget Plan are necessary to support the FY 2005 program:

- ◆ **Employee Compensation** **\$246,366**
 An increase of \$246,366 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ **Customer Increases** **\$426,131**
 Funding for \$397,000 in Capital Equipment provides for new equipment needed to accommodate existing and projected refuse collection customers. The equipment includes \$154,000 for a rear-loading packer, \$143,000 for an open body truck with crane, and \$100,000 for an open body truck with leaf machine. There is also an increase of \$17,406 in Operating Expenses associated with the additional refuse collection customers. There is an increase of \$11,725 in Personnel Services for two exempt limited-term leaf collectors, budgeted in this fund, and reimbursed by Fund 108, Leaf Collection, to provide additional staffing required for additional leaf collection customers.
- ◆ **Department of Vehicle Services Charges** **\$42,000**
 An increase of \$42,000 in Operating Expenses associated with increased internal service charges from the Department of Vehicles Services for vehicle maintenance expenses.
- ◆ **Other Capital Equipment** **\$1,121,000**
 Funding for \$1,121,000 in Capital Equipment has been included for replacement of items that have outlived their useful lifespan and new equipment needed for an increase in refuse collection customers. Of the funding for replacement items, \$616,000 is for 4 new rear-loading packer trucks, \$100,000 is for an open body truck with leaf machine, \$22,000 is for a half-ton pickup truck, \$25,000 is for a crew cab truck, \$40,000 is for a box truck, \$48,000 is for 3 refuse compactors, \$155,000 is for a front-loading packer truck, and \$115,000 is for a roll-off truck.

Fund 109

Refuse Collection and Recycling Operations

- ◆ **Disposal Fees** **\$515,106**
An increase of \$515,106 in Operating Expenses associated with a proposed increase in tonnages and disposal fees charged by Fund 110, Refuse Disposal. The disposal fee will increase from \$39.95 to \$42.95 per ton for refuse delivered by Fund 109, Refuse Collection and Recycling Operations, to the I-66 Transfer Station or the Energy/Resource Recovery Facility.

Board of Supervisors' Adjustments

The following funding adjustments reflect all changes to the FY 2005 Advertised Budget Plan, as approved by the Board of Supervisors on April 26, 2004:

- ◆ The Board of Supervisors made no adjustments to this fund.

Changes to FY 2004 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2004 Revised Budget Plan since passage of the FY 2004 Adopted Budget Plan. Included are all adjustments made as part of the FY 2003 Carryover Review and all other approved changes through December 31, 2003:

- ◆ **Carryover Adjustments** **\$495,436**
As part of the FY 2003 Carryover Review, the Board of Supervisors approved encumbered carryover of \$373,409 in Capital Equipment. In addition, an amount of \$122,027 in unexpended project balances carryover was approved for the completion of the Newington Expansion.

The following funding adjustments reflect all approved changes to the FY 2004 Revised Budget Plan from January 1, 2004 through April 19, 2004. Included are all adjustments made as part of the FY 2004 Third Quarter Review:

- ◆ **Third Quarter Revenue Adjustments** **\$94,200**
As part of the FY 2004 Third Quarter Review, the Board of Supervisors approved a revenue increase of \$94,200 including \$83,340 for the receipt of a state litter control grant and \$10,860 in miscellaneous net revenue increases.
- ◆ **Third Quarter Expenditure Adjustments** **\$2,232,943**
As part of the FY 2004 Third Quarter Review, the Board of Supervisors approved an expenditure increase of \$2,232,943 including an increase of \$125,437 in Personnel Services and an increase of \$2,117,201 in Operating Expenses offset by a \$16,657 increase in Recovered Costs and a \$26,352 decrease in Capital Equipment. This expenditure increase was primarily due to the County's Hurricane Isabel recovery efforts.

Fund 109

Refuse Collection and Recycling Operations

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 109, Refuse Collection

	FY 2003 Actual	FY 2004 Adopted Budget Plan	FY 2004 Revised Budget Plan	FY 2005 Advertised Budget Plan	FY 2005 Adopted Budget Plan
Beginning Balance	\$12,611,029	\$9,925,294	\$10,819,125	\$7,038,177	\$4,899,434
Revenue:					
Interest on Investments	\$172,014	\$140,282	\$125,635	\$56,098	\$56,098
Residential and General Collections:					
Household Levy ¹	\$8,230,110	\$8,423,100	\$8,482,110	\$9,957,600	\$9,957,600
Miscellaneous	346,945	255,057	250,272	169,142	169,142
SWRRC Program	179,100	0	0	0	0
Sale of Equipment	0	63,300	0	58,227	58,227
Subtotal	\$8,756,155	\$8,741,457	\$8,732,382	\$10,184,969	\$10,184,969
County Agency Routes:					
Miscellaneous Agencies	\$1,007,074	\$1,088,934	\$1,088,934	\$1,105,625	\$1,105,625
Sale of Equipment	0	0	0	16,085	16,085
Miscellaneous	132,963	119,305	119,305	117,626	117,626
Subtotal	\$1,140,037	\$1,208,239	\$1,208,239	\$1,239,336	\$1,239,336
General Fund Programs:					
Community Cleanup	\$43,863	\$31,131	\$31,131	\$32,532	\$32,532
Health Department Referrals	11,277	2,223	2,223	2,264	2,264
Evictions	12,900	15,547	15,547	13,791	13,791
Court Ordered/Mandated	5,076	29,369	29,369	30,160	30,160
Subtotal	\$73,116	\$78,270	\$78,270	\$78,747	\$78,747
Other Collection Revenue:					
Leaf Collection	\$427,945	\$412,442	\$412,442	\$537,066	\$537,066
Miscellaneous	6,217	7,539	5,469	20,768	20,768
State Litter Funds	91,370	0	83,340	0	0
Fairfax Fair	19,188	24,864	24,864	26,298	26,298
Subtotal	\$544,720	\$444,845	\$526,115	\$584,132	\$584,132
Recycling Operations:					
Program Support ²	\$845,889	\$1,130,253	\$1,130,253	\$1,204,263	\$1,204,263
Sale of Materials	186,664	104,665	109,450	96,790	96,790
Miscellaneous	147,508	192,584	224,451	251,167	251,167
Subtotal	\$1,180,061	\$1,427,502	\$1,464,154	\$1,552,220	\$1,552,220
Total Revenue	\$11,866,103	\$12,040,595	\$12,134,795	\$13,695,502	\$13,695,502
Transfers In:					
General Fund (001)	\$9,622	\$0	\$0	\$0	\$0
Total Transfers In	\$9,622	\$0	\$0	\$0	\$0
Total Available	\$24,486,754	\$21,965,889	\$22,953,920	\$20,733,679	\$18,594,936

Fund 109

Refuse Collection and Recycling Operations

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 109, Refuse Collection

	FY 2003 Actual	FY 2004 Adopted Budget Plan	FY 2004 Revised Budget Plan	FY 2005 Advertised Budget Plan	FY 2005 Adopted Budget Plan
Expenditures:					
Personnel Services	\$6,646,000	\$7,015,248	\$7,140,685	\$7,273,339	\$7,273,339
Operating Expenses	7,102,204	7,773,978	9,891,179	8,348,490	8,348,490
Recovered Costs ³	(398,990)	(461,119)	(444,462)	(470,928)	(470,928)
Capital Equipment	67,860	998,000	1,345,057	1,518,000	1,518,000
Capital Projects	250,555	0	122,027	0	0
Total Expenditures	\$13,667,629	\$15,326,107	\$18,054,486	\$16,668,901	\$16,668,901
Total Disbursements	\$13,667,629	\$15,326,107	\$18,054,486	\$16,668,901	\$16,668,901
Ending Balance⁴	\$10,819,125	\$6,639,782	\$4,899,434	\$4,064,778	\$1,926,035
Collection Equipment Reserve ⁵	\$828,975	\$768,736	\$768,736	\$768,308	\$768,308
Recycling Equipment Reserve	117,577	176,068	176,068	290,498	290,498
PC Replacement Reserve ⁶	15,900	42,000	42,000	89,100	89,100
Unreserved Balance	\$9,856,673	\$5,652,978	\$3,912,630	\$2,916,872	\$778,129
Levy per Household Unit	\$210/Unit	\$210/unit	\$210/unit	\$240/unit	\$240/unit

¹ The FY 2005 levy/collection fee per household unit is set at \$240 per unit. Although the Refuse Collection levy is separate and not a real estate tax, it is included on and collected as part of the County's real estate tax bill. This amount does not include approximately 440 units which will be billed directly by the agency.

² The estimate for Program Support is calculated using the projected level of expenditures for recycling operations as conducted in Fund 109, Refuse Collection and Recycling Operations, and offset by revenue received from the sale of recycled materials.

³ Recovered Costs represents billings to Fund 108, Leaf Collection, for its share of the total administrative costs for Agency 46, Division of Collection and Recycling. Also included is an amount billed to Fund 110, Refuse Disposal, for administrative costs for the recycling program which is coordinated by Fund 109, Refuse Collection and Recycling Operations.

⁴ Rather than implement a fee increase, the fund balance was used to meet expenditure requirements. Therefore, ending balances between FY 2003 and FY 2004, and FY 2004 and FY 2005 have decreased primarily due to increased expenditure requirements that have exceeded revenues received. Fund balance amounts of \$1,791,904 in FY 2003 and \$5,919,691 in FY 2004 have been required to balance the fund in those years. In FY 2005, fund balance totalling \$2,973,399 will be required to balance the fund. The fee increase from \$210 to \$240 per unit will mitigate decreases in the ending balance. Future levy increases will be required in order to maintain adequate funding for operations and reserves.

⁵ Funds reserved for equipment replacement are not encumbered based on normal accounting practices but are allocated at a future date for equipment purchases. The requirements for Collection Operations are funded through the collection revenue received in Fund 109, Refuse Collection and Recycling Operations, while requirements for Recycling Operations are provided as a component of the Program Support.

⁶ The PC Replacement Reserve was established to provide funding for the timely replacement of obsolete computer equipment.

Fund 109

Refuse Collection and Recycling Operations

FY 2005 Summary of Capital Projects

Fund: 109 Refuse Collection and Recycling Operations

Project #	Description	Total Project Estimate	FY 2003 Actual Expenditures	FY 2004 Revised Budget	FY 2005 Advertised Budget Plan	FY 2005 Adopted Budget Plan
109001	Newington Facility Expansion	\$433,038	\$250,555.11	\$122,027.13	\$0	\$0
Total		\$433,038	\$250,555.11	\$122,027.13	\$0	\$0