



Region 2000 Services Authority
 Haberer Bldg.
 47 Courthouse Lane
 Rustburg, VA 24588

AGENDA

Date | Time
 November 30, 2016, 2:00 p.m.

1. Welcome..... Frank Rogers, Chair
2. Approval of Minutes of August 24, 2016 Frank Rogers, Chair
3. Public CommentsFrank Rogers, Chair
4. Update on the work of the Solid Waste Planning 2030 Work GroupBob White
5. Proposal to change the Operator I, II, III, & IV employee classification system to a single Equipment Operator categoryClarke Gibson
6. Financial Report Rosalie Majerus and Emmie Boley
 - a) Year to Date revenue/expenditures through September
 - b) Estimating FY 18 revenue/expenditure needs
7. Proposed Policy for Refunds Related to Natural Disasters..... Gary Christie
8. Discussion on Citizen Representative to the Services Authority Frank Rogers
9. Discussion on Update of the Property Value Protection Program Frank Rogers
10. Director’s ReportClark Gibson
 - Tonnage Report
 - Gas Collection System Change Order #1 Information Item
 - Willow Lake Update
11. Other Items from Authority or Staff..... Frank Rogers
12. Meeting Schedule for FY 2017 Frank Rogers

January 25, 2017	July 26, 2017
March 22, 2017	September 27, 2017
May 24, 2017	November 29, 2017

13. Next Meeting – January 25, 2017, 2 p.m., Haberer Building Frank Rogers

Solid Waste Management 2030

The Solid Waste Management 2030 Working Group will provide an update to its efforts to date. The Working Group will provide an overview of the public outreach accomplished during September as well as its current efforts identifying Goals and Criteria for the solid waste options evaluation. Status of the consideration of options will also be provided. The following link provides access to the summaries of the information meeting and focus group meeting held in September: <http://www.solidwastemanagement2030.org/input-summaries.html>.

Proposed Policy on Refunds Related to Natural Disasters

Member jurisdictions may seek a refund on solid waste disposal from a natural disaster event when:

- a) Virginia's Governor has declared a State of Emergency for the event
- b) The member jurisdiction meets its budgeted solid waste tonnage
- c) The refund is capped at \$50,000 per event per jurisdiction
- d) The Authority establishes and funds a separate reserve account for this purpose.
- e) There has not been a federal or state reimbursement opportunity

Agenda Item 5: Proposal to change the Equipment Operator I, II, III, & IV, to a single classification

Synopsis

Since the beginning of the Authority, our ten (10) Equipment Operators have been placed in one of four pay classification/pay grades:

- Equipment Operator I: pay grade 102 (\$13.14-\$20.36/hour)
- Equipment Operator II: pay grade 104 (\$14.48 - \$22.445/hour)
- Equipment Operator III: pay grade 106 (\$15.97 - \$24.75/hour)
- Equipment Operator IV: pay grade 109 (\$18.84 – \$29.20/hour)

In the last 18 months, we have lost 5 operators, 4 of whom had their Waste Management Facility Operators license, or 50% of our experienced operators to VDOT. Pay is cited as a factor in exit interviews. We believe the differential for an experienced operator is now as much as two dollars an hour.

We recommend the Authority consider reclassifying all equipment operators into a single pay grade. The proposed paygrade is 106 with a range of \$33,217 - \$51,486 (\$15.97-\$24.75 per hour).

Background

Staff believes there is not enough distinction between the current pay categories to justify the different classifications. Currently, in the field, employees with different classifications and pay grades are doing the same work side-by-side.

To place employees fairly within the recommended pay band, staff has developed a formula, with varying weights, which considers:

- Years of Heavy Equipment Operation Experience
- Years of Landfill experience
- Years with the Region 2000 Services Authority
- Whether they have a Waste Management Certification/License
- Whether they have a Commercial Driver's License
- Their proficiency at operating a Track Loader
- Their proficiency at operating a dozer
- Their proficiency at operating an off road truck
- Their proficiency at operating a compactor

Current VDOT career opportunities in our area indicate a hiring range of \$16.00 - \$23.72/hour. Some former employees volunteered during exit interviews that their new VDOT starting pay was in the \$16.00 - \$18.00/hour range.

We do not anticipate overspending the salaries line item for FY2017 as a result of this action. We have been short staffed for most of the year. We anticipate an approximate \$20,000 savings for FY2017 even if the change is made mid-year.

Recommended Action

We recommend the Authority consider reclassifying all equipment operators into a single pay grade. This would result in five (5) equipment operators receiving pay increases of 9%-20%. The cost to the Authority would be an estimated \$1,600 per month in salaries.

The proposed paygrade is 106 with a range of \$33,217 - \$51,486 (\$15.97-\$24.75 per hour).



Region 2000 Services Authority

Location

Haberer Bldg.
47 Courthouse Lane
Rustburg, VA 24588

Date | Time

August 24, 2016
2:00 p.m.

Draft Minutes

Board Members Present

Susan Adams.....Appomattox County
Steve Carter Nelson County
Frank Rogers, *Chair*..... Campbell County
Bonnie Svrcek.....City of Lynchburg

Others

Robert Arthur Region 2000
Emmie Boley Region 2000
Gary Christie..... Region 2000
Susan Cook Region 2000
Robert Dick..... SCS Engineers
Clarke Gibson Region 2000
Larry Hall..... Region 2000
Gaynelle Hart..... City of Lynchburg
Bill HeftyHefty, Wiley, & Gore
Lynn Klappich Draper Aden Assoc.
Candy McGarry Nelson County
Rosalie Majerus Region 2000
Alice Rockefeller Appomattox County
Clif Tweedy Campbell County
Ashlie Walter News and Advance
Felicia West Region 2000
Bob White Region 2000

1. Welcome

Frank Rogers called the meeting to order at 2:00 pm and introduced Bonnie Svrcek as the Authority representative from the City of Lynchburg.

2. Approval of Minutes: June 23, 2016

Upon a motion by Susan Adams to approve the minutes of June 23, 2016 as presented, and seconded by Steve Carter, the motion was passed with Bonnie Svrcek abstaining.

3. Public Comment Period – There were none.

4. Financial Report

- 1) Rosalie Majerus reviewed the financial report included in the meeting packet:
 - Total revenue generating tonnage was short by 2,357 tons. This caused an overall budget shortage of \$104,000.
 - Total operating expenses exceeded the budget. Some reasons for this are that last year was very wet and a lot was spent on the haul road, equipment for moving dirt, and additional engineering expenses.
 - Odor mitigation supplies are paid from the O & M Reserve.
 - Disposal cost per ton is up to \$29.31 versus the budget of \$28.75.
- 2) Request for a refund from Appomattox County for tornado related debris
Ms. Majerus explained that Appomattox County is asking that fees related to the tornado related debris be waived.

The motion was made by Bonnie Svrcek to approve the refund to Appomattox in the amount of \$52,642.12 less \$1,667.00 in the form of reimbursement, which was the cost of salaries and fuel for opening on the weekend. The motion was seconded by Susan Adams and approved by the Authority, with Steve Carter abstaining

Frank Rogers asked the Authority staff to develop a policy to provide guidance in the future as to how a similar situation is to be handled.

- 3) Excess Revenue
Ms. Majerus reported that with the refund to Appomattox approved, and all odor costs (342,321) being paid from the O & M Reserve, the excess revenue for FY 16 would be distributed as follows:

\$354,847.00 to Lynchburg
\$804,784.00 to Campbell County
(\$59,931.00) from O& M Reserve

The O & M Reserve balance would remain at \$794,185.00.

Susan Adams made a motion to approve the excess revenue in the amount of \$354,847.00 to Lynchburg and \$804,784.00 to Campbell County. The motion was seconded by Bonnie Svrcek.

The motion carried, with the following vote:

Susan Adams – Aye
Steve Carter – Nay
Frank Rogers Aye
Bonnie Svrcek – Aye

- 4) Salary for Working Field Supervisor

Gary Christie reported that in answer to the question at the last meeting as to the salary for this position, the range is \$48,003 - \$74,405. Mr. Gibson added that the position is still open and they will be accepting applications a little bit longer.

5. Appointment of a Citizen Representative and Alternate to the Authority

Gary Christie reported that the policy presented at the April meeting had a couple of options to be considered:

- 1) Whether the representative would serve terms or serve at the pleasure of the Authority
- 2) Whether or not to include items 4 & 5 in the policy

Bonnie Svrcek stated that she felt that the policy should have terms limits for the representative.

A motion was made by Steve Carter to permanently table the consideration of a citizen advisory representative. Mr. Carter felt that each locality should have a voice. Due to the lack of a second the motion failed.

Susan Adams stated that she concurred with Steve Carter as to participation from the other localities. She added that she would like to table this topic for a while so that she could discuss it with her Board.

Bill Hefty informed the Authority that the citizen representative, being a non-voting member, would not require approval from the localities.

Frank Rogers tabled the policy until the next meeting.

6. Property Protection Program Update

This item was tabled until the next meeting.

Steve Carter presented a zoning map depicting the landfill area and stated that he feels that Campbell County has created this problem by making the decision to allow residential zoning in the area.

7. Strategic Planning Report

Bob White reported that the committee has been meeting on a weekly basis. The principle activities for August were:

- 1) Identifying the mailing lists, recipients, and outreach efforts used to insure word is getting out about the study
- 2) Working to develop a website, and plan on activating the website today
- 3) Have been developing the information for the focus groups
- 4) Putting together the strategy for the interviews that will be accomplished in September

Activities for September will be:

- 1) Executing two informational forums on September 14. They will be held at the Hilton Garden Inn, with one at 4:00 p.m. and one at 6:00 p.m.
- 2) Focus group meetings on September 28
- 3) Interviews will be accomplished in September

Mr. White announced that the url for the website will be www.solidwastemanagement2030.org. It will be the repository for all of the information relating to the project over the next 18 to 24 months.

8. Ambient Air Quality Testing Report

Bob Dick, from SCS, gave an update on the ambient air sampling program at the Livestock Road Landfill. He reviewed the testing that was done, and the results obtained from the study. Mr. Dick stated that SCS does not recommend supplemental air monitoring is warranted on or adjacent to the landfill in light of the results obtained during the study. Frank Rogers thanked the Authority for engaging in this activity.

9. Director's Report

- Phase IV Construction – Mr. Gibson reported that this project is nearing completion, and is nearly four months ahead of schedule.
- Gas Collection System Update – Bob Dick summarized the installation of the gas extraction system.
- Odor Complaints Report – Clarke Gibson reported that odor complaints have been tracked, using March 17, 2016 as a benchmark. That is when the first permanent odor mitigation control was installed and activated. Mr. Gibson advised that as of August 4, 2016 odor complaints were down about 60%.
- Tonnage Report – Mr. Gibson reported that tonnage is down in FY 2016 by about 4,000 tons.

10. Adjourn – There being no further business, the meeting adjourned at 3:10 p.m.

DRAFT

Virginia's Region 2000 Partnership Classification Description

Classification Title: Landfill Equipment Operator
Department: Services Authority
Supervisor: Solid Waste Operations Manager
Pay Grade: 106
FLSA Status: Non-Exempt

General Statement of Job

The Landfill Equipment Operator performs routine manual duties usually following well-defined procedures including providing services to customers disposing their waste and trash and operating various other types of equipment under routine supervision. Problems encountered are simple to general in nature.

Specific Duties and Responsibilities

Essential Functions:

Place and compact refuse on a daily basis with track loader and compactor on set grade and slope.

Perform final grading and temporary closure operations as directed by Operations Manager.

Place soil or alternative daily cover over compacted waste.

Monitor landfill for illegal and/or hazardous waste and assists with waste screening.

Repair road surfaces when conditions warrant.

Operates and performs routine/major maintenance and repairs on various landfill and heavy equipment as required.

Clean and repairs residential drop off site as directed.

Assist with surveying operations to verify slopes and grades.

Assist with daily, weekly and quarterly gas well and gas flare monitoring and associated paperwork.

Haul leachate and move heavy equipment as directed.

Assist with Storm Water Pollution Prevention Plan.

Perform grounds maintenance duties as assigned.

Study applicable service manuals and participates in technical training and certification programs to stay abreast of technological changes.

Study regulatory manuals and participate in Waste Management Facility training courses.

Attend meetings as required.

Perform other duties to provide direct or indirect service to the Service Authority members or customers as assigned.

When unusual situations occur and /or a local official declares a State of Emergency, all Service Authority employees may be required to accept and perform special assignments as needed to ensure appropriate service delivery.

Knowledge, Skills, and Abilities:

Ability to understand implications of decisions.

Ability to learn new skills and translates prior experience into new skills.

Exhibit common courtesy and basic communication skills to work within a team environment.

Ability to speak in a way that is clear and precise about what is required and clearly passes information on.

Listen and acquire job specific clarification.

Focus on solving conflict.

Follows through, resolves and seeks feedback regarding questions, requests and/or complaints in a timely manner.

Basic computer skills for maintaining equipment and inventory records.

Volunteers readily and seeks increased responsibility.

Ability to prioritize and complete projects in a timely manner.

Education and Experience

Graduation from high school or completion of GED equivalent desired.

Three (3) years of experience as an Equipment Operator desired.

Successful completion of CDL license with tanker and related endorsements desired; ability to obtain a CDL physical card.

Qualify for insurance under the Authority's Insurance Policy; successfully pass drug screening, background check and references.

Successful completion of the following classes with certificate within 3 years of employment:

- Landfill Gas Well Monitoring class
- Landfill Heavy Equipment Safety Training class
- Landfill Operator Training Course
- Waste Screening Class,
- Storm Water Pollution Prevention Plan training class.
- Approved supervisor training course
- Other classes and licenses as required by the County or State.

Certified on each piece of equipment for operation and maintenance as determined by the Operations Manager and Director.

Physical Conditions and Work Environment

The work is performed mainly outdoors where the job requires exposure to the weather conditions and hazardous conditions. The noise level of the working environment is loud. Work involves a high degree of physical strain. Ability to stoop, crouch, walk, push, pull lift and carry up to 50 pound loads over rough terrain climb on and off large equipment and work in all weather conditions.

Date Drafted: October 2016

Date Approved:

Date Amended:

FY 2018 Proposed Budget Summary

Revenue Tonnage Projection:

202,849 tons, 1.2% decrease from FY 2017

Revenue:

\$7,509,834

3.9 % increase over FY 2017

Operating Expenses:

\$6,396,334

4.9% increase from FY 2017

Total Expenses:

\$7,509,834, 3.9% increase over FY 2017

Proposed Employee Salary Increase and Equipment Operator Classification Changes

A 2% employee salary increase has been included in the proposed FY 18 budget.

Staff is recommending changing the current equipment operator I – IV classification plan to a landfill maintenance worker and equipment operator classification. This proposal increases the salary for equipment operators resulting in an added budget expense of \$19,200.

Disposal Cost of service

\$30.50 per ton, increase of \$1.75 per ton. This is first tipping fee increase in three years.

Propose Tipping Fee:

Member Rate: \$30.50 per ton

Market Rate: \$40.50 per ton

Excess Revenue:

\$1,322,950; no change from FY 2017

\$404,823 proposed to be distributed to City of Lynchburg, \$918,127 proposed to be distributed to Campbell County.

**Region 2000 Services Authority
FY17 Actuals & FY18 Preliminary Budget
As of 9/30/2016**

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Region 2000 Services Authority
 FY 2017 Disposal Fee Revenue-through 9/30/2016

Attachment Item 6

Schedule 1

FY2017 Rates \$28.75/\$38.75

Tonnage	(A)	(B)	(C)	(D)	FY 18 Preliminary Budget
	FY 17 Budget	Actuals Through 9/30/2016	Budget Amount Remaining (A - B)	Budget % Remaining (C / A)	
Tonnage From Member Jurisdictions					
Lynchburg	38,747	7,949	30,798	79.48%	33,748
Campbell	20,222	5,980	14,242	70.43%	22,222
Nelson	8,804	2,866	5,937	67.44%	9,304
Appomattox	5,280	1,432	3,848	72.87%	5,280
Subtotal Member Jurisdictions	73,052	18,228	54,824	75.05%	70,553
Market Rate Tonnage	132,294	32,003	100,291	75.81%	132,296
Subtotal Market Rate	132,294	32,003	100,291	75.81%	132,296
Subtotal Revenue Generating Tonnage	205,346	50,231	155,115	75.54%	202,849
Other Tonnage at No Charge (inert/brush/slag)	13,119	2,943	10,176	77.56%	13,119
Total Tonnage	218,465	53,174	165,291	75.66%	215,968

Disposal Fee Revenue	FY 17 Budget	Actuals Through 9/30/2016	Budget Amount Remaining (A - B)	Budget % Remaining (C / A)	FY 18 Preliminary Budget
From Member Jurisdictions					
Lynchburg	\$ 1,113,971	\$ 228,544	\$ 885,426	79.48%	\$ 1,029,299
Campbell	\$ 581,374	\$ 172,160	\$ 409,214	70.39%	\$ 677,762
Nelson	\$ 253,109	\$ 82,407	\$ 170,702	67.44%	\$ 283,766
Appomattox	\$ 151,800	\$ 41,183	\$ 110,617	72.87%	\$ 161,040
Subtotal Member Jurisdictions	\$ 2,100,254	\$ 524,294	\$ 1,575,960	75.04%	\$ 2,151,867
Market Rate Tonnage	\$ 5,126,393	\$ 1,238,581	\$ 3,887,811	75.84%	\$ 5,357,968
Subtotal Market Rate	\$ 5,126,393	\$ 1,238,581	\$ 3,887,811	75.84%	\$ 5,357,968
Total	\$ 7,226,646	\$ 1,762,875	\$ 5,463,771	75.61%	\$ 7,509,834

Per Ton Disposal Fees	FY 17 Budget	YTD Average Through 9/30/16	Budget Amount Remaining (A - B)	% Difference (C / A)	FY 18 Preliminary Budget
Member Disposal Fee	\$ 28.750	\$ 28.763	\$ (0.013)	-0.04%	\$ 30.500
Cost of Service (COS) Tipping Fee	\$ 28.750	\$ 31.787	\$ (3.037)	-10.56%	\$ 30.500
Market Rate	\$ 38.750	\$ 38.702	\$ 0.048	0.12%	\$ 40.500

Region 2000 Services Authority
 FY 2017 Expenses - through 9/30/2016
 SUMMARY - Schedule 2

Attachment Item 6

FY2017 Rates \$28.75/\$38.75

Expenses	(A)	(B)	(C)	(D)	FY 18 Preliminary Budget	% Change FY17 to FY18 Budget
	FY 17 Budget	Actuals Through 9/30/2016	Budget Amount Remaining (A - B)	Budget % Remaining (C / A)		
Personnel (Schedule 3)	\$ 1,511,987	\$ 355,490	\$ 1,156,497	76.5%	\$ 1,608,610	6.39%
Landfill O & M (Schedule 4)	\$ 1,399,020	\$ 489,363	\$ 909,657	65.0%	\$ 1,460,130	4.37%
Landfill Equipment Replacement Reserve	\$ 366,160	\$ 91,540	\$ 274,620	75.0%	\$ 450,000	22.90%
Closure and Post-Closure Reserve	\$ 649,511	\$ 162,378	\$ 487,133	75.0%	\$ 694,001	6.85%
Environmental Remediation	\$ 50,000	\$ 12,500	\$ 37,500	75.0%	\$ 50,000	0.00%
Future Disposal Planning Reserve	\$ 50,000	\$ 12,500	\$ 37,500	75.0%	\$ 50,000	0.00%
Natural Disaster Reserve	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
O & M Reserve	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
Property Value Protection Plan Reserve	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
Annual Debt Service -2011 Bond Debt	\$ 852,130	\$ 213,000	\$ 639,129	75.0%	\$ 852,610	0.06%
2015 Bond Debt	\$ 1,111,235	\$ 277,803	\$ 833,433	75.0%	\$ 1,111,664	0.04%
Internal Loan	\$ 109,409	\$ 27,352	\$ 82,057	75.0%	\$ 119,318	9.06%
Annual Debt Service Subtotal	\$ 2,072,774	\$ 518,155	\$ 1,554,619	75.0%	\$ 2,083,593	0.52%
Operating Expenses	\$ 6,099,452	\$ 1,641,926	\$ 4,457,526	73.1%	\$ 6,396,334	4.87%
Reimbursable Personnel Costs (Schedule 5)	\$ (113,752)	\$ (23,668)	\$ (90,084)	79.2%	\$ (115,627)	1.65%
Reimbursable O & M Costs (Schedule 5)	\$ (71,000)	\$ (6,045)	\$ (64,955)	91.5%	\$ (72,820)	2.56%
Late fees/Recycling Revenue/Fin charges	\$ (10,000)	\$ (15,513)	\$ 5,513	-55.1%	\$ (20,000)	100.00%
Interest Income-Operating (19% of Actual)	\$ (1,000)	\$ (14)	\$ (986)	98.6%	\$ (1,000)	0.00%
Late Fee, Recycling & Int Income	\$ (11,000)	\$ (15,528)	\$ 4,528	-41.2%	\$ (21,000)	90.91%

Net Cost of Service Operating Expense Total	\$ 5,903,700	\$ 1,596,685	\$ 4,307,014	73.0%	\$ 6,186,887	4.80%
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	FY 17 Budget	Actuals Through 9/30/2016	Budget Amount Remaining (A - B)	Budget % Remaining (C / A)	FY 18 Preliminary Budget	% Change FY17 to FY18 Budget
Airspace Reserve						
Lynchburg (Split is 30.6%)	\$ 404,821	\$ 67,721	\$ 337,100	83%	\$ 404,823	0.00%
Campbell (Split is 69.4%)	\$ 918,123	\$ 153,589	\$ 764,534	83%	\$ 918,127	0.00%
Airspace Reserve Subtotal	\$ 1,322,944	\$ 221,310	\$ 1,101,634	83%	\$ 1,322,950	0.00%
O & M Reserve Contribution	\$ 3	\$ (55,121)	\$ 55,124		\$ (3)	

Total Expenses	\$ 7,226,647	\$ 1,762,875	\$ 5,463,772	76%	\$ 7,509,834	3.92%
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Total Revenue Generating Tonnage	205,346	50,231	155,115	75.5%	202,849	-1.22%
Disposal Cost per Ton	\$ 28.7500	\$ 31.78684	\$ (3.037)	-10.6%	\$ 30.5000	6.09%

**Personnel
Schedule 3**

Attachment Item 6

		(A)	(B)	(C)	(D)		
	Account	FY 17 Budget	Actuals Through 9/30/2016	Budget Amount Remaining (A - B)	Budget % Remaining (C / A)	FY 18 Preliminary Budget	% Change FY17 to FY18 Budget
	Solid Waste Staff						
	Salary	\$ 928,207	\$ 215,812	\$ 712,395	76.7%	\$ 951,378	2.50%
41100	Salaries&Wages-2% increase for FY17	\$ 18,564	\$ -	\$ 18,564	100.0%	\$ -	-100.00%
	Salaries&Wages-increase due to operator advancement					\$ 29,000	0.00%
	Salaries&Wages-2% increase for FY18					\$ 19,608	0.00%
	Proposed Merit Increase	\$ 12,100	\$ -	\$ (12,100)	-100.0%	\$ 6,000	-50.41%
	Total Salaries	\$ 958,871	\$ 215,812	\$ 730,959	76.2%	\$ 1,005,986	4.91%
	Employee Benefits						
42210	VRS-Retirement (6.49% ER + VLDP)	\$ 72,638	\$ 13,838	\$ 58,800	81%	\$ 71,224	-1.95%
42220	VRS Life Insurance (1.31%)	\$ 11,411	\$ 2,758	\$ 8,652	76%	\$ 13,178	15.49%
42300	Employer Cost-Health Insurance (+10% FY18 Est)	\$ 166,587	\$ 36,819	\$ 129,768	78%	\$ 203,765	22.32%
42700	Employer Cost-Worker's Comp	\$ 30,000	\$ 30,897	\$ (897)	-3%	\$ 33,000	10.00%
42100	Employer Cost-FICA	\$ 75,496	\$ 16,018	\$ 59,478	79%	\$ 79,253	4.98%
47000	Retiree Health Care-OPEB-GASB 45	\$ -	\$ -	\$ -	0%	\$ -	
42500	Disability Insurance	\$ -	\$ -	\$ -	0%	\$ -	0.00%
42600	Unemployment Insurance	\$ 8,000	\$ -	\$ 8,000	100%	\$ 8,000	0.00%
	Employee Benefits Subtotal	\$ 364,131	\$ 100,330	\$ 263,801	72.4%	\$ 408,420	12.16%
	Overtime						
41200	Salaries and Wages - Overtime	\$ 28,000	\$ 2,395	\$ 25,605	91%	\$ 30,000	7.14%
41300	Part -time Salaries-Wages-Regul	\$ -	\$ -	\$ -	0%	\$ -	
41400	Part -time Salaries-Wages-Overt	\$ -	\$ -	\$ -	0%	\$ -	
	Overtime Subtotal	\$ 28,000	\$ 2,395	\$ 25,605	91%	\$ 30,000	7.14%
	Total Personnel Costs-Services Authority Staff	\$ 1,351,002	\$ 318,537	\$ 1,020,365	75.5%	\$ 1,444,406	6.91%
	Local Government Council Staff						
43131	Prof Services-LGC-Salaries	\$ 66,728	\$ 17,951	\$ 48,777	73.1%	\$ 68,063	2.00%
43132	Prof Services-LGC-Benefits	\$ 38,442	\$ 9,322	\$ 29,120	75.8%	\$ 39,211	2.00%
43133	Prof Services-LGC Overhead	\$ 55,814	\$ 9,679	\$ 46,135	82.7%	\$ 56,930	2.00%
	Total Personnel Costs-Region 2000 Staff	\$ 160,985	\$ 36,953	\$ 124,032	77.0%	\$ 164,204	2.00%
	Total Personnel Costs	\$ 1,511,987	\$ 355,490	\$ 1,156,497	76.5%	\$ 1,608,610	6.39%

**Landfill Operating and Maintenance Expenses
Schedule 4**

Attachment Item 6

	(A)	(B)	(C)	(D)			
Account	Operations and Maintenance Cost Type	FY 17 Budget	Actuals Through 9/30/2016	Budget Amount Remaining (A - B)	Budget % Remaining (C / A)	FY 18 Preliminary Budget	% Change FY17 to FY18 Budget
	Contractual Services						
43166	Software support-Paradigm	\$ 7,000	\$ 6,385	\$ 615	9%	\$ 7,000	0.00%
43321	Communications M&R Service/Radio	\$ 13,000	\$ 12,517	\$ 483	4%	\$ 13,000	0.00%
43313	Building M & R Services	\$ 2,000	\$ 780	\$ 1,220	61%	\$ 6,000	200.00%
43171	Site Maintenance-Lynchburg	\$ -	\$ -	\$ -	0%	\$ -	0.00%
43172	Site Maintenance-Campbell	\$ 35,000	\$ 9,860	\$ 25,140	72%	\$ 35,000	0.00%
43170	Sedimentation Basin Cleaning	\$ -	\$ -	\$ -	0%	\$ -	0.00%
43169	Janitorial Services	\$ 7,800	\$ 1,950	\$ 5,850	75%	\$ 7,800	0.00%
43110	Med/Dental/Pharm/Lab Services	\$ -	\$ -	\$ -	0%	\$ -	0.00%
43150	Legal Services	\$ 30,000	\$ 4,500	\$ 25,500	85%	\$ 30,000	0.00%
43120	Accounting and auditing service	\$ 8,000	\$ -	\$ 8,000	100%	\$ 10,000	25.00%
43140	Engineering/Monitoring Services-Lynchburg	\$ -	\$ -	\$ -	0%	\$ -	0.00%
43140a	Engineering/Monitoring Services-Campbell	\$ 75,000	\$ 19,086	\$ 55,914	75%	\$ 75,000	0.00%
43141	Professional Consulting Service	\$ -	\$ -	\$ -	0%	\$ -	0.00%
43160	Environmental Lab Services-Lynchburg	\$ -	\$ -	\$ -	0%	\$ -	0.00%
43160a	Environmental Lab Services-Campbell	\$ 15,000	\$ 1,291	\$ 13,709	91%	\$ 15,000	0.00%
43200	Temporary Help Service Fees	\$ 20,000	\$ 10,333	\$ 9,667	48%	\$ 30,000	50.00%
43600	Advertising	\$ 6,000	\$ 2,935	\$ 3,065	51%	\$ 6,000	0.00%
43176	Software Purchases-Other	\$ 3,000	\$ -	\$ 3,000	100%	\$ 3,000	0.00%
43167	Pest Control services	\$ 1,200	\$ 240	\$ 960	80%	\$ 1,200	0.00%
43168	Investigative Services	\$ 100	\$ 21	\$ 80	80%	\$ 100	0.00%
46011	Uniform Rental Services	\$ 13,000	\$ 4,190	\$ 8,810	68%	\$ 15,000	15.38%
43161	Tire Shredding Services	\$ 5,000	\$ -	\$ 5,000	100%	\$ 5,000	0.00%
43165	Misc Contractual Services	\$ 1,000	\$ 588	\$ 413	41%	\$ 1,000	0.00%
43177	Website, Media & Public Communications	\$ 5,000	\$ -	\$ 5,000	100%	\$ 5,000	0.00%
42850	Employee Med Exp-drug tests, ph	\$ 1,900	\$ -	\$ 1,900	100%	\$ 1,900	0.00%
46031	Heavy Equipment-Outside Repair	\$ 50,000	\$ 61,765	\$ (11,765)	-24%	\$ 61,190	22.38%
43173	Mechanical M&R Services	\$ 4,680	\$ 2,508	\$ 2,172	46%	\$ 4,680	0.00%
43121	Payroll support services	\$ 12,000	\$ -	\$ 12,000	100%	\$ 12,000	0.00%
46017	Software Maint Contract-Accounting	\$ 800	\$ 180	\$ 620	78%	\$ 800	0.00%
43162	HHW Disposal	\$ -	\$ -	\$ -	0%	\$ -	0.00%
43163	Wood Waste Grinding	\$ 10,000	\$ -	\$ 10,000	100%	\$ 10,000	0.00%
	Contractual Services Subtotal	\$ 326,480	\$ 139,129	\$ 187,351	57%	\$ 355,670	8.94%
	Supplies & Materials						
46001	Office Supplies/Audio Visual Supplies	\$ 7,000	\$ 514	\$ 6,486	93%	\$ 7,000	0.00%
46002	Forms & Stationary	\$ 2,000	\$ 372	\$ 1,628	81%	\$ 1,500	-25.00%
46005	Custodial Supplies	\$ 3,000	\$ 391	\$ 2,609	87%	\$ 3,000	0.00%
46033	Apparel/Protective Wear/Personal Protective Equipment	\$ 5,000	\$ 986	\$ 4,014	80%	\$ 5,000	0.00%
46012	Books & Publications	\$ -	\$ -	\$ -	0%	\$ -	0.00%
46013	Subscriptions	\$ 600	\$ -	\$ 600	100%	\$ 600	0.00%
46018	Safety Supplies	\$ 5,000	\$ 385	\$ 4,615	92%	\$ 5,000	0.00%
46019	Awards & Recognitions	\$ 1,500	\$ -	\$ 1,500	100%	\$ 1,500	0.00%
46020	Grounds Maintenance Supplies	\$ 20,000	\$ -	\$ 20,000	100%	\$ 20,000	0.00%
46026	Food & Dietary Supplies	\$ 1,000	\$ 310	\$ 690	69%	\$ 1,000	0.00%
46022	Minor Equipment-Tools	\$ 7,000	\$ (34)	\$ 7,034	100%	\$ 7,000	0.00%
46021	Chemicals/gases	\$ 500	\$ -	\$ 500	100%	\$ 500	0.00%
43310	R & M- Office	\$ -	\$ -	\$ -	0%	\$ -	0.00%
46009	Vehicle M&R Equipment Parts	\$ 150,000	\$ 37,283	\$ 112,717	75%	\$ 150,000	0.00%
46007	R&M Supplies-Building	\$ 5,000	\$ 30	\$ 4,970	99%	\$ 5,000	0.00%
43312	R & M-Mechanical-Materials	\$ 1,000	\$ -	\$ 1,000	100%	\$ 1,000	0.00%
46016	Odor Control Operations & Materials	\$ 75,000	\$ 27,064	\$ 47,936	64%	\$ 100,000	33.33%
46032	Communications M & R Materials	\$ 2,500	\$ 7	\$ 2,493	100%	\$ 2,500	0.00%
46025	Haul Road M&R Materials	\$ 110,000	\$ 49,968	\$ 60,032	55%	\$ 120,000	9.09%
46027	Daily Cover/Posi-Shell	\$ 110,000	\$ 38,005	\$ 71,995	65%	\$ 120,000	9.09%
45210	Postal Services	\$ 2,000	\$ 726	\$ 1,274	64%	\$ 2,000	0.00%
45220	Messenger Services	\$ 200	\$ -	\$ 200	100%	\$ 200	0.00%
43500	Printing & Binding	\$ 1,000	\$ -	\$ 1,000	100%	\$ 1,000	0.00%
46035	Shop Supplies	\$ 10,000	\$ 5,457	\$ 4,543	45%	\$ 10,000	0.00%
42820	Education-Tuition Assistance	\$ 5,000	\$ -	\$ 5,000	100%	\$ 5,000	0.00%
46023	Computer Materials & Repair	\$ 13,000	\$ 2,486	\$ 10,514	81%	\$ 13,000	0.00%
46024	Mechanical M&R Materials	\$ -	\$ -	\$ -	0%	\$ -	0.00%
	Supplies & Materials Subtotal	\$ 537,300	\$ 163,949	\$ 373,351	69%	\$ 581,800	8.28%

**Landfill Operating and Maintenance Expenses
Schedule 4**

Attachment Item 6

	(A)	(B)	(C)	(D)			
Account	Operations and Maintenance Cost Type	FY 17 Budget	Actuals Through 9/30/2016	Budget Amount Remaining (A - B)	Budget % Remaining (C / A)	FY 18 Preliminary Budget	% Change FY17 to FY18 Budget
	Gas/Diesel Fuel/Oil & Grease	\$ 260,000		\$ 260,000		\$ 240,000	
	Gas/Diesel Fuel/Oil & Grease Subtotal	\$ 260,000	\$ 34,691	\$ 225,309	87%	\$ 240,000	-7.69%
	Rentals & Leases						
45410	Lease/Rent of Equipment-Office (Copier/postal meter)	\$ 7,000	\$ 1,226	\$ 5,774	82%	\$ 5,500	-21.43%
45411	Lease/Rent of Equipment-Landfill	\$ 5,000	\$ 45,198	\$ (40,198)	-804%	\$ 10,000	100.00%
45420	Lease/Rent of Buildings	\$ 600	\$ 135	\$ 465	78%	\$ 600	0.00%
	Rentals & Leases Subtotal	\$ 12,600	\$ 46,558	\$ (33,958)	-270%	\$ 16,100	27.78%
	Utilities & Natural Gas						
45230	Telephone/Internet	\$ 20,000	\$ 5,954	\$ 14,046	70%	\$ 20,000	0.00%
45110	Electrical Services	\$ 20,000	\$ 6,678	\$ 13,322	67%	\$ 22,000	10.00%
45130	Water & Sewer	\$ 6,000	\$ 188	\$ 5,812	97%	\$ 5,000	-16.67%
45120	Utilities - Propane Gas	\$ -	\$ -	\$ -	0%	\$ -	0.00%
45231	Cellular Services & Pager	\$ 2,500	\$ 240	\$ 2,260	90%	\$ 3,600	44.00%
45121	Utilities - Natural Gas	\$ -	\$ -	\$ -	0%	\$ -	0.00%
	Utilities & Natural Gas Subtotal	\$ 48,500	\$ 13,061	\$ 35,439	73%	\$ 50,600	4.33%
	Travel & Training						
45500	Travel & Training	\$ 5,000	\$ -	\$ 5,000	100%	\$ 5,000	0.00%
45510	Travel Mileage-Personal Vehicle	\$ -	\$ 46	\$ (46)	0%	\$ -	
45520	Travel-Public Carriers	\$ -	\$ -	\$ -	0%	\$ -	
45530	Travel-Subsistence & Lodging	\$ -	\$ -	\$ -	0%	\$ -	
45540	Travel-Convention & Education	\$ -	\$ -	\$ -	0%	\$ -	
46014	On-Site Training	\$ 5,000	\$ -	\$ 5,000	100%	\$ 5,000	0.00%
	Travel & Training Subtotal	\$ 10,000	\$ 46	\$ 9,954	100%	\$ 10,000	0.00%
	Miscellaneous						
45800	Miscellaneous	\$ 3,500	\$ 5,579	\$ (2,079)	-59%	\$ 3,500	0.00%
45810	Dues and Assoc Membership-Misc	\$ 1,800	\$ 464	\$ 1,336	74%	\$ 1,800	0.00%
45801	Bank Service Charges	\$ 3,600	\$ 1,879	\$ 1,721	48%	\$ 3,600	0.00%
45802	Cash Overage and (Shortage)	\$ -	\$ -	\$ -	0%	\$ -	0.00%
45803	Finance Charges paid to vendors	\$ -	\$ -	\$ -	0%	\$ -	0.00%
45804	Bad Debt Expense	\$ 3,000	\$ -	\$ 3,000	100%	\$ 3,000	0.00%
45840	VDEQ landfill fee - Misc	\$ 38,000	\$ 29,520	\$ 8,480	22%	\$ 38,000	0.00%
	Misc Expenses Subtotal	\$ 49,900	\$ 37,442	\$ 12,458	25%	\$ 49,900	0.00%
	Payments to Other Entities						
43164	Leachate Treatment-Concord Turnpike	\$ 18,240	\$ -	\$ 18,240	100%	\$ 18,240	0.00%
43164a	Leachate Treatment-Campbell	\$ 15,000	\$ -	\$ 15,000	100%	\$ 15,000	0.00%
	Insurance	\$ -	\$ -	\$ -	0%	\$ -	
45308	General Liability insurance	\$ 50,000	\$ 48,441	\$ 1,559	3%	\$ 50,000	0.00%
	Payments to Other Entities Subtotal	\$ 83,240	\$ 48,441	\$ 34,799	42%	\$ 83,240	0.00%
	Sub-Total SA O & M Expenses	\$ 1,328,020	\$ 483,318	\$ 844,702	64%	\$ 1,387,310	4.46%
	Reimbursable O & M Expenses (see Reimbursable Schedule for Detail)	\$ 71,000	\$ 6,045	\$ 64,955	91%	\$ 72,820	2.56%
	Grand Total Operations and Maintenance Cost	\$ 1,399,020	\$ 489,363	\$ 909,657	65%	\$ 1,460,130	4.37%

Account	Operations and Maintenance Cost Type	(A)	(B)	(C)	(D)	FY 18 Preliminary Budget	% Change FY17 to FY18 Budget
		FY 17 Budget	Actuals Through 9/30/2016	Budget Amount Remaining (A - B)	Budget % Remaining (C / A)		
Reimbursable Landfill O & M Expenses							
City of Lynchburg							
43140	Engineering/Monitoring Services	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
43160	Environmental Lab Services	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
43161	Tire shredding	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
43162	HHW Disposal	\$ 27,500	\$ -	\$ 27,500	100.0%	\$ 28,050	2.00%
43163	Wood Waste Grinding	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
43164	Leachate Treatment	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
City of Lynchburg Subtotal		\$ 27,500	\$ -	\$ 27,500	100.0%	\$ 28,050	2.00%
Amherst County							
43162	HHW Disposal	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
Nelson County							
43162	HHW Disposal	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
Appomattox County							
43162	HHW Disposal	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
Campbell County							
43140a	Engineering/Monitoring/Remediation Services	\$ 22,000	\$ 5,591	\$ 16,409	74.6%	\$ 22,840	3.82%
43160a	Environmental Lab Services	\$ 11,000	\$ 454	\$ 10,546	95.9%	\$ 11,220	2.00%
43161	Tire shredding	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
43162	HHW Disposal	\$ 5,500	\$ -	\$ 5,500	100.0%	\$ 5,610	2.00%
43163	Wood Waste Grinding	\$ -	\$ -	\$ -	0.0%	\$ -	0.00%
43164a	Leachate Treatment	\$ 5,000	\$ -	\$ 5,000	100.0%	\$ 5,100	2.00%
Campbell County Subtotal		\$ 43,500	\$ 6,045	\$ 37,455	86.1%	\$ 44,770	2.92%
Reimbursable Landfill O & M Expenses		\$ 71,000	\$ 6,045	\$ 64,955	91.5%	\$ 72,820	2.56%
Reimbursable Landfill Personnel Costs							
City of Lynchburg							
Concord Turnpike Personnel Costs		\$ 39,090	\$ 9,856	\$ 29,234	74.8%	\$ 39,872	2.00%
Recycling Program Manager Salary & Benefits		\$ 27,331	\$ 6,906	\$ 20,425	74.7%	\$ 27,877	2.00%
City of Lynchburg Subtotal		\$ 66,421	\$ 16,762	\$ 49,659	74.8%	\$ 67,749	2.00%
Campbell County							
Environmental Compliance & Safety		\$ 20,000	\$ -	\$ 20,000	100.0%	\$ 20,000	0.00%
Recycling Program Manager Salary & Benefits		\$ 27,331	\$ 6,906	\$ 20,425	74.7%	\$ 27,877	2.00%
Campbell County Subtotal		\$ 47,331	\$ 6,906	\$ 40,425	85.4%	\$ 47,877	1.15%
Reimbursable Landfill Personnel Costs		\$ 113,752	\$ 23,668	\$ 90,084	79.2%	\$ 115,627	1.65%

Region 2000 Services Authority Balance Sheet

Assets	9/30/2016		
Cash - 2015 Bond Funds			
Cash-US Bank-Bond Balance	\$	3,561,156.93	
Cash-US Bank-Bond Fund Payments	\$	920,515.15	
Total 2015 Bond Funds	\$	4,481,672.08	
Cash - 2011 Bond Funds			
Cash-US Bank-Bond Fund Payments	\$	142,029.53	
Total 2011 Bond Funds	\$	142,029.53	
Cash - Closure/Post-Closure			
Cash -SunTrust Closure/Post-Closure	\$	382,079.01	
Total C/PC Concord Tpk	\$	382,079.01	
LGIP-Concord Tpk - SA Contribution C/PC	\$	2,113,735.49	
Total Closure/PC - Concord Tpk	\$	2,495,814.50	
LGIP-Livestock Road - Purchased Contribution C/PC	\$	939,364.29	
LGIP-Livestock Road - SA Contribution C/PC thru FY16	\$	2,988,833.09	
Total Closure/PC - Livestock Rd	\$	3,928,197.38	
Total Closure/Post Closure	\$	6,424,011.88	
Cash-SunTrust Operating Account			
SunTrust Operating Account-Unrestricted	\$	6,711.03	0.3%
Internal Loan Payoff	\$	27,352.00	1.2%
Excess Revenue (FY2017)	\$	221,310.00	10.1%
Environmental Rem Reserve Cash (1Q FY2017)	\$	12,500.00	0.6%
Equip Replace Reserve Cash (Since inception)	\$	1,015,781.75	46.2%
Close/Post-Close Res Cur Year Cash (1Q FY17)	\$	162,378.00	7.4%
Future Disposal Plananing (1Q FY2017)	\$	12,500.00	0.6%
O & M Reserve Cash (FY2012 thru 1Q FY2017)	\$	739,064.03	33.6%
Total SunTrust Operating Account	\$	2,197,596.81	100.0%
LGIP-Environmental Remediation & Future Planning Reserves - FY2009 thru FY2016	\$	555,377.24	
Total Cash and LGIP	\$	13,800,687.54	
All Receivables for Operations	\$	735,295.01	
Receivable from City for CT Post Closure Care	\$	464,503.41	
Internal Loan Receivable	\$	1,660,544.19	
GASB 68 Deferred Pension Outflow	\$	62,251.00	
All Fixed Assets in service-less depreciation	\$	8,945,444.13	
Construction in Progress - LR projects	\$	7,216,969.86	
Total Assets	\$	32,885,695.14	
Liabilities			
Accounts Payable	\$	1,945,042.60	
Accrued OPEB Liabilities	\$	290,139.59	
GASB 68 Deferred Pension Inflow	\$	56,546.00	
Net Pension Liability	\$	(308,487.00)	
Accrued Interest Payable	\$	141,723.96	
Accrued Vacation Pay	\$	97,479.06	
Total Current Liabilities	\$	2,222,444.21	
Accrued Closure-P/C Cost-Concord Tpk - City of Lynchburg	\$	2,072,038.13	
Accrued Closure-P/C Cost-Concord Tpk - SA	\$	844,496.88	
Accrued Closure-P/C Cost-Livestock Road	\$	6,424,646.56	
Total Closure/Post-Closure	\$	9,341,181.57	
Debt			
Internal Loan Payable	\$	1,660,544.19	
2015 Bond Payable	\$	9,000,000.00	
2011 Bond Payable	\$	5,715,000.00	
Total Liabilities	\$	27,939,169.97	
Reserves			
Restricted - Environmental Remediation Reserve	\$	400,000.00	
Restricted - Equipment Replacement Reserve	\$	1,028,784.44	
Restricted - Future Disposal Planning Reserve	\$	126,433.25	
Restricted - O & M Reserve	\$	794,185.03	
Total Reserves	\$	2,349,402.72	
Fund Balance		\$2,597,122.45	
Total Liabilities & Equity	\$	32,885,695.14	

	Use of Bond Funds	O & M Balance and Use
O & M Reserve Balance @7/1/2016		\$ 794,185.03
90 Days estimated reserve (Can be used If Board Approves)		Based on FY17 \$ (819,291.75)
Available O & M Reserve		\$ (25,106.72)
Capital Costs		
Capital		
Vapor System	Actual \$ 77,659.76	
Misting Cannon	Actual \$ 107,317.08	
Landfill Gas System		
Orig Contract For Gas Collection System-SCS	\$ 957,280.00	
Change Order #1 dated 8/23/16 - SCS	\$ 134,800.00	
Electical System for Gas Collection System	\$ 8,000.00	
	\$ 1,100,080.00	
Ph IV - Construction		
Original Contract for cell construction-Sargent	\$ 5,689,301.90	
Change Order #1 - Sargent	\$ 194,620.11	
Miscellaneous permitting etc	\$ 39,860.00	
Engineering-Draper Aden through 8/31/16	\$ 827,385.47	
Engineering-Draper Aden remaining contract balance	\$ 232,333.03	
	\$ 6,983,500.51	
May 2015 borrowing		
Phase IV construction Costs	\$ 6,983,500.51	
Borrowing Costs	\$ 137,050.00	
Capital Costs for Vapor System	\$ 77,659.76	
Capital costs for Misting Cannon	\$ 107,317.08	
Estimated Capital costs for LFG collection system	\$ 1,100,080.00	
Storage Building	\$ 200,000.00	
Truck Wash	\$ 150,000.00	
Total Projected use of Bond Funds	\$ 8,755,607.35	
Bond funds received + interest	\$ 9,001,052.48	
Available bond proceeds	\$ 245,445.13	

