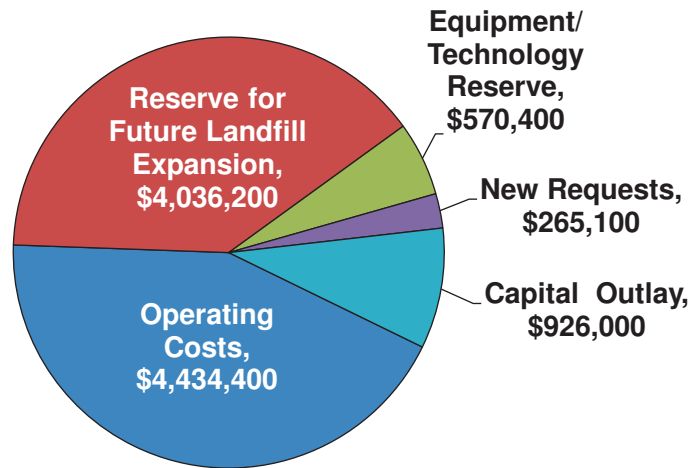


**FISCAL YEAR 2021**  
**Landfill Operations**  
**Total Budget: \$10,232,100**

The landfill operation was established as an enterprise fund for the purpose of charging user fees to the customers of the landfill in order to recover 100% of the operating cost. The fund pays for all related operating costs and provides a reserve for future landfill expansion and closing costs. The FY2021 proposed budget includes funding for 39.9 full-time equivalent positions.



	FY2020 Adopted	FY2021 Proposed	Variance	% Change
Revenues	\$8,339,500	\$8,758,100	\$418,600	5.0%
Expenditures	8,667,500	9,041,000	373,500	4.3%
<b>Baseline Surplus/(Deficit)</b>	<b>(\$328,000)</b>	<b>(\$282,900)</b>	<b>\$45,100</b>	
New Request		(265,100)	(265,100)	
<b>Subtotal</b>	<b>(\$328,000)</b>	<b>(\$548,000)</b>	<b>(\$220,000)</b>	
Use of Fund Balance - One time items	328,000	208,000	(120,000)	
<b>Total Surplus / (Deficit)</b>	<b>\$0</b>	<b>(\$340,000)</b>	<b>(\$340,000)</b>	
Equipment/Tech. Reserve	\$950,000	\$926,000	(\$24,000)	
Capital New & Replacement	(950,000)	(926,000)	24,000	
<b>Surplus / (Deficit)</b>	<b>\$0</b>	<b>(\$340,000)</b>	<b>(\$340,000)</b>	

*\$1.00 increase on the Tipping Fee adjusts revenues by \$113,300*

<b><u>Baseline Changes:</u></b>	<b><u>Change</u></b>
<b>Increase in Revenues</b>	\$418,600
Based on current activity.	
<b>Capital Outlay</b>	65,000
Due to one time cost in FY2020.	
<b>Net decrease in Contract Services</b>	99,000
Due to one time cost in FY20 for a stormwater plan.	
<b>Contingency</b>	(110,800)
Provides funding for potential salary adjustments in FY2021.	
<b>Increase in Equipment Repairs and Maintenance</b>	(50,000)
Increase needed due to age of fleet and activity.	
<b>Increase in Leachate Disposal</b>	(44,000)
Based on current activity.	
<b>Landfill Vertical Modification</b>	<i>*Proposing Landfill Fund Balance</i> (100,000)
A major modification submittal to Maryland Department of the Environment (MDE) is required to expand the landfill's maximum elevation.	
<b>Gas Well Modifications</b>	<i>*Proposing Landfill Fund Balance</i> (50,000)
Includes funds to perform well modifications.	
<b>Increase in Fuel, Credit Card Processing, and Indirect Cost</b>	(43,400)
Based on anticipated needs for FY2021.	
<b>Debt Service</b>	(62,000)
Includes debt payment related to various Capital Improvement Projects and leases for various equipment.	
<b>Personal Services/Fringe Benefits</b>	(112,900)
Based on current staffing which includes full year impact of the FY20 approved salary increases which is being offset by turnover.	
<b>Landfill Expansion/Closure Cost</b>	(322,500)
For the future development of the remaining space at the Landfill.	
<b>Miscellaneous adjustments in other accounts.</b>	30,100
<b>Total Baseline Surplus/(Deficit)</b>	<b>(\$282,900)</b>

**New Requests for FY2021:****Solid Waste Workers (2)**Hire DateRequest

Sept

(\$77,600)

*Solid Waste Workers are needed for site maintenance and improve safety protocols at landfill working face. As the landfill increases its daily tonnage and number of patrons changes to landfill spotter training is needed to address the increasing risk of more loads and commercial vehicles at the working face. As the site expands in size, the number of jobs increase including grass cutting, litter control, janitorial cleaning, landfill spotter.*

**Inventory Equipment Manager**

Oct

(66,900)

*An inventory, equipment, and maintenance manager is needed to establish order, accountability, and safety of the vehicle maintenance processes at the Charles County Sanitary Landfill. Improving the inventory and maintenance through the use of Computerized Fleet Analysis (CFA) software is a priority for the Environmental Resources Division. Increased attention to improved preventative maintenance will reduce repair costs and preserve the twelve (12) million dollar landfill and recycling fleet. Proper utilization of CFA software results in the monitoring of preventative maintenance needs to insurance all administrative tasks associated with this work are performed expeditiously and accurately. The necessary maintenance items include equipment and vehicle work orders, stock and non-stock invoices, internal transactions, preventative maintenance, fueling, inventory, and safety.*

**Tarp Machine***\*Proposing Landfill Fund Balance*

(32,000)

*A second machine is needed for wet pad area. Currently the site only has one deployment system and does not accommodate the number of tarps needed to cover the dry and wet working faces. A second system will expedite closing and reduce the use of cover soil.*

**Litter Fence***\*Proposing Landfill Fund Balance*

(26,000)

*Litter fence is needed to keep litter from blowing off of the landfill working face.*

**Increase in Indirect Cost Allocation**

(21,600)

*In support of cyber security.*

**Increase in Contract Services**

(20,000)

*For additional consulting services on landfill operations and to provide additional landfill life analysis.*

**Roller**

Total Value: \$115,000

Lease Value:

(12,400)

*A roller is needed to maintain stockpile runoff, compact landfill roadways, and minimize stormwater on site.*

**Compact Track Loader**

Total Value: \$80,000

Lease Value:

(8,600)

*A compact track loader is needed for clearing landfill road surfaces. During rain events the current compact loader is used on the wet pad, a second loader is needed to maintain roadways, grass on perimeter fencing, and unload shipments.*

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 (\$265,100)
*\*Use of Fund Balance*

\$208,000

Surplus/(Deficit)

---

 (\$340,000)

## Landfill Fees:

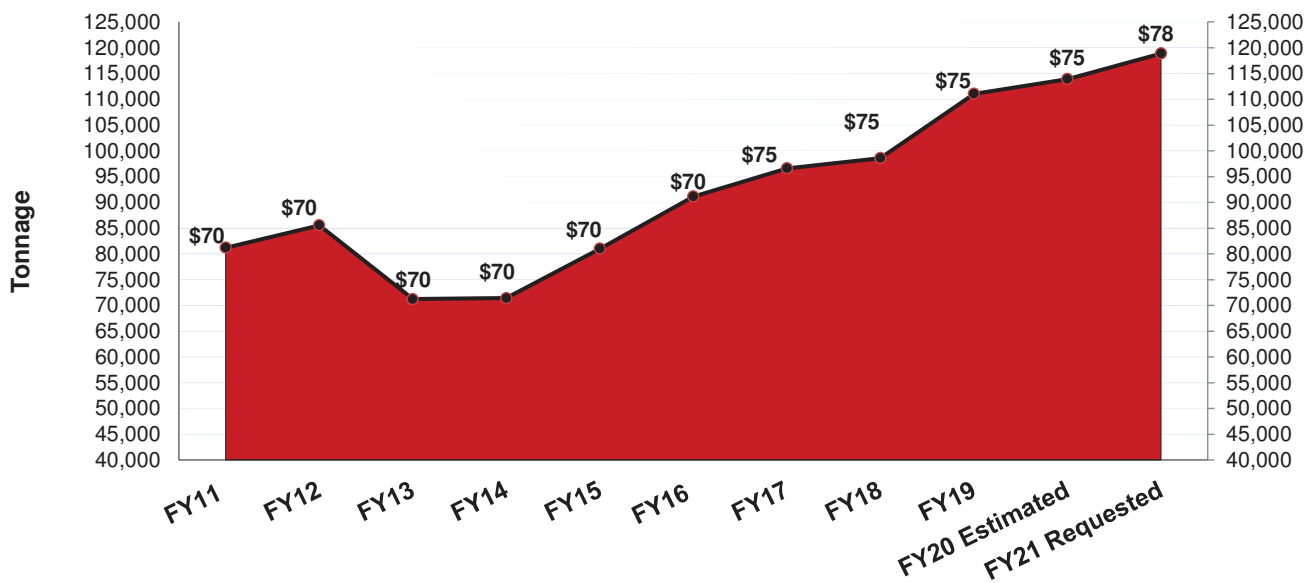
	<u>FY2020</u>	<u>FY2021</u>
<b>Tipping Fee</b>	\$75 per ton	\$78 per ton
<b>Tag-A-Bag</b>	\$2.25 per tag	\$2.25 per tag
<b>Car/Van/SUV</b>	\$5 per load	\$5 per load
<b>Pick Up Truck without trailer</b>	\$15 per load	\$15 per load
<b>Vehicles with trailer</b>	\$75 per ton /	\$78 per ton /
<b>Weigh In</b>	\$15 min fee	\$15 min fee
<b>Commercial Vehicle</b>	\$15 per load	\$15 per load
<b>Bulk Rate</b>		
<b>Contaminated Soil for Commercial Generators</b>	\$75 per ton	\$78 per ton
<b>Open Top Roll-Off Container*</b>	\$75 per ton	\$85 per ton

*\*Bulky material received from open roll-off containers is more costly to handle. These wastes do not decay, are difficult to compact, and can damage equipment.*

<b>Shredder Residual for Commercial Generators**</b>	\$15 per ton	Discontinue Accepting
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*\*\*Shredder residue is a by-product of automobile recycling. The contaminants released by shredder residue negatively impact the Landfill's leachate, making it harder and more costly to treat. The new tarping system has allowed the Landfill to modify its operations and eliminate the use of this material for daily cover.*

## Tons of Refuse



# LANDFILL FUND

	FY2020 Adopted	FY2021 Proposed	Variance	% Change
<b><u>Revenue</u></b>				
Tipping Fees	\$8,104,400	\$8,548,000	\$443,600	5.5%
Tag-a-bag Fees @ \$2.25 per bag	225,000	200,000	(25,000)	-11.1%
Permits & Miscellaneous	10,100	10,100	0	0.0%
Total Operating Revenues	\$8,339,500	\$8,758,100	\$418,600	5.0%
Use of Fund Balance*	328,000	208,000	(120,000)	-36.6%
Total Revenues	\$8,667,500	\$8,966,100	\$298,600	3.4%

## **Expenditures**

Salary & Fringe	\$2,527,400	\$2,640,300	\$112,900	4.5%
Operating Costs	1,519,300	1,614,700	95,400	6.3%
Debt Service	187,200	249,200	62,000	33.1%
Operating Contingency	26,500	137,300	110,800	418.1%
Capital Outlay	123,000	58,000	(65,000)	-52.8%
Landfill Expansion/Closure Reserve	3,713,700	4,036,200	322,500	8.7%
Equipment/Technology Reserve	570,400	570,400	0	0.0%
Total Expenditures	\$8,667,500	\$9,306,100	\$638,600	7.4%
Operating Surplus/(Deficit)	\$0	(\$340,000)	(\$340,000)	

## **Use of Fund Balance**

Landfill Vertical Modification	\$100,000
Landfill Gas Well Modifications	50,000
	<u>\$150,000</u>

## **New Items, Proposing Fund Balance**

Tarp Machine	32,000
Litter Fence	26,000
	<u>\$58,000</u>
<b>Total Use of Fund Balance</b>	<b>\$208,000</b>

## **Equipment/Technology Reserve**

Equipment/Technology Reserve	950,000	926,000	(24,000)	-2.5%
Use of Reserve	(950,000)	(926,000)	24,000	-2.5%
Total Other Uses	\$0	\$0	\$0	
Total Surplus/(Deficit)	\$0	(\$340,000)	(\$340,000)	

## **Replacement Capital -**

<b><u>Use of Equipment/Technology Reserve</u></b>	<b><u>Cost</u></b>
D6 Dozer	\$460,000
<i>S-52 2005 w/8300hrs. Equipment is costly to maintain based on hours. A new dozer is needed to maintain slopes and manage stockpile.</i>	
D5 K2 Dozer	190,000
<i>S-44 1999 w/4500hrs. Equipment is costly to maintain based on hours. A new dozer is needed to maintain slopes and manage stockpile. Requesting to upgrade to machine to accommodate work load and needs of growing landfill site.</i>	
10 Wheel dump truck	225,000
<i>S-29 2004. Vehicle is beyond repair due to salt.</i>	
Pump	27,000
<i>S-109 1990 Thompson pump. Current pump is almost 30 years old. A new pump is needed for leachate and stormwater pond for maintenance.</i>	
Bat wing mower	19,000
<i>S-61 1992. Mower is too small and not efficient for landfill site. Larger mower needed to expedite mowing slopes.</i>	
Bush Hog Mower	5,000
<i>Bush hog mower was purchased for use with S-57, a 1994 John Deer Tractor. The mower is over fifteen years old and beyond repair.</i>	
	<u>\$926,000</u>

**LANDFILL  
FUND**

(\$ in thousands)

**FY2021-FY2025 OPERATING PLAN**

	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
<b>Revenues</b>					
Operating Revenues	\$8,758.1	\$9,044.2	\$9,091.3	\$9,180.1	\$9,268.8
Fund Balance/ Capital Reserve	1,134.0	141.8	114.0	240.1	0.0
<b>Revenues</b>	<b>\$9,892.1</b>	<b>\$9,186.0</b>	<b>\$9,205.3</b>	<b>\$9,420.2</b>	<b>\$9,268.8</b>
<b>Expenses</b>					
Operating Expenses	\$9,056.9	\$9,210.9	\$9,350.0	\$9,549.9	\$9,759.8
Capital Outlay	926.0	141.8	114.0	240.1	0.0
Debt Service	249.2	359.2	811.4	782.9	729.9
<b>Expenses</b>	<b>\$10,232.1</b>	<b>\$9,711.9</b>	<b>\$10,275.4</b>	<b>\$10,572.9</b>	<b>\$10,489.7</b>
<b>Surplus\Deficit:</b>	<b>(\$340.0)</b>	<b>(\$525.9)</b>	<b>(\$1,070.1)</b>	<b>(\$1,152.7)</b>	<b>(\$1,220.9)</b>
Estimated Annual Tipping Fee Adjustment:	<b>\$3</b>	<b>\$1</b>	<b>\$5</b>	<b>\$1</b>	<b>\$0</b>
Tipping Fee	<b>\$78</b>	<b>\$79</b>	<b>\$84</b>	<b>\$85</b>	<b>\$85</b>
% rate change	4.0%	1.3%	6.3%	1.2%	0.0%

**FY2021-FY2025 CAPITAL IMPROVEMENT PLAN**

	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>Total '21-'25</u>
<b>Capital Costs:</b>						
Landfill Cell No. 4A Expansion*	5,913	0	0	0	0	5,913
Waste Transfer Station*	0	1,078	1,745	0	0	2,823
Landfill Convenience Center Relocation*	1,324	0	0	0	0	1,324
Landfill Leachate Management System	50	1,346	0	0	0	1,396
Total without inflation	\$7,287	\$2,424	\$1,745	\$0	\$0	\$11,456
Contingency - inflation	576	300	306	0	0	1,182
<b>Total</b>	<b>\$7,863</b>	<b>\$2,724</b>	<b>\$2,051</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,638</b>
<b>Finance Sources</b>						
Capital Budget Reserve*	\$7,809	\$1,212	\$2,051	\$0	\$0	\$11,072
Bonds	54	1,512	0	0	0	1,566
<b>Total</b>	<b>\$7,863</b>	<b>\$2,724</b>	<b>\$2,051</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,638</b>
Cumulative Debt Service (New Bonds- lag one year)	\$475.2	\$480.3	\$622.1	\$622.1	\$622.1	

\*Indicates projects to be funded by the Capital Budget Reserve.

# REQUESTED CAPITAL IMPROVEMENT PROGRAM

## FISCAL YEAR 2021

(\$ in thousands)

### LANDFILL SUMMARY

Local governments have the duty to provide for the disposal of solid waste (trash) generated within its borders. Charles County plans for this function by establishing cash reserves collected from tipping fee revenue and dedicates the reserves for the next landfill cell. The current facility is composed of four cells over a 114 acre site. Other capital maintenance projects to the landfill are financed from ongoing tipping fee revenues.

EXPENSE BUDGET	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	5-Year Total '21-'25	Approp. thru FY20	Beyond FY 2025	Project Total
Architectural & Engineering	\$323	\$0	\$0	\$0	\$0	\$323	\$1,120	\$0	\$1,443
Land & ROW	0	0	0	0	0	0	20	0	20
Construction	6,237	2,250	1,175	0	0	9,662	6,175	0	15,837
Equipment	0	0	588	0	0	588	0	0	588
Administration	390	223	88	0	0	701	278	0	979
Administration - FAS	9	6	0	0	0	15	6	0	21
Inspection	194	112	59	0	0	365	301	0	666
Miscellaneous	41	21	23	0	0	85	76	0	161
Contingency	669	112	118	0	0	899	648	0	1,547
<b>Total Outlay</b>	<b>\$7,863</b>	<b>\$2,724</b>	<b>\$2,051</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,638</b>	<b>\$8,624</b>	<b>\$0</b>	<b>\$21,262</b>

FINANCING SOURCES	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	5-Year Total '21-'25	Approp. thru FY20	Beyond FY 2025	Project Total
Bonds	\$54	\$1,512	\$0	\$0	\$0	\$1,566	\$5,446	\$0	\$7,012
Capital Budget Reserve	7,809	1,212	2,051	0	0	11,072	3,178	0	14,250
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	\$7,863	\$2,724	\$2,051	\$0	\$0	\$12,638	\$8,624	\$0	\$21,262
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
<b>Total Funding</b>	<b>\$7,863</b>	<b>\$2,724</b>	<b>\$2,051</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,638</b>	<b>\$8,624</b>	<b>\$0</b>	<b>\$21,262</b>

Operating Budget Impact	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Approp. thru FY20	Beyond FY 2025
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
<b>Total</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
Debt Service: Bonds	475.2	480.3	622.1	622.1	622.1	475.2	622.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Total Impact</b>	<b>\$475.2</b>	<b>\$480.3</b>	<b>\$622.1</b>	<b>\$622.1</b>	<b>\$622.1</b>	<b>\$475.2</b>	<b>\$0.0</b>

### VARIANCE TO APPROVED PER FY20-FY24 CAPITAL IMPROVEMENT PROGRAM:

	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
Approved FY20-FY24 CIP	\$4,139	\$0	\$0	\$0	\$4,139
Increase/(Decrease)	\$3,724	\$2,724	\$2,051	\$0	\$8,499
% change	90.0%	new	new	n/a	205.3%

Increase to Annual Tipping fee: \$6.41 \$6.48 \$8.39 \$0.00 \$0.00

### Projects with Future Operating Impacts:

PROJECT	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
<b>Total</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>

Beyond FY 2025	FTE
<b>\$0.0</b>	<b>0.00</b>

**REQUESTED CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2021**  
*(\$ in thousands)*

<b>PROJECT NAME:</b> <b>Waste Transfer Station</b>	Requested By: DPW Project #: 8093																								
Construct a waste transfer station to allow for disposal options outside of our jurisdiction. Additional disposal options are needed as the Charles County Landfill nears capacity.																									
Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)																									
<b>PRIORITY</b>																									
<b>VARIANCE TO APPROVED PER FY20-FY24 CAPITAL IMPROVEMENT PROGRAM:</b>																									
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>FY 2021</th> <th>FY 2022</th> <th>FY 2023</th> <th>FY 2024</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>Approved FY20-FY24 CIP</td> <td style="text-align: right;">\$2,753</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$2,753</td> </tr> <tr> <td><b>Increase/(Decrease)</b></td> <td style="text-align: right;"><b>(\$2,753)</b></td> <td style="text-align: right;"><b>\$1,078</b></td> <td style="text-align: right;"><b>\$1,745</b></td> <td style="text-align: right;"><b>\$0</b></td> <td style="text-align: right;"><b>\$70</b></td> </tr> <tr> <td><b>% change</b></td> <td style="text-align: right;"><b>-100.0%</b></td> <td style="text-align: right;"><b>new</b></td> <td style="text-align: right;"><b>new</b></td> <td style="text-align: right;"><b>n/a</b></td> <td style="text-align: right;"><b>2.5%</b></td> </tr> </tbody> </table>		FY 2021	FY 2022	FY 2023	FY 2024	TOTAL	Approved FY20-FY24 CIP	\$2,753	\$0	\$0	\$0	\$2,753	<b>Increase/(Decrease)</b>	<b>(\$2,753)</b>	<b>\$1,078</b>	<b>\$1,745</b>	<b>\$0</b>	<b>\$70</b>	<b>% change</b>	<b>-100.0%</b>	<b>new</b>	<b>new</b>	<b>n/a</b>	<b>2.5%</b>
	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL																				
Approved FY20-FY24 CIP	\$2,753	\$0	\$0	\$0	\$2,753																				
<b>Increase/(Decrease)</b>	<b>(\$2,753)</b>	<b>\$1,078</b>	<b>\$1,745</b>	<b>\$0</b>	<b>\$70</b>																				
<b>% change</b>	<b>-100.0%</b>	<b>new</b>	<b>new</b>	<b>n/a</b>	<b>2.5%</b>																				

EXPENSE BUDGET	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	5-Year Total '21-'25	Approp. thru FY20	Beyond FY 2025	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$0	\$300
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,000	1,000	0	0	2,000	0	0	2,000
Equipment	0	0	500	0	0	500	0	0	500
Administration	0	75	75	0	0	150	0	0	150
Administration - FAS	0	3	0	0	0	3	6	0	9
Inspection	0	0	50	0	0	50	0	0	50
Miscellaneous	0	0	20	0	0	20	0	0	20
Contingency	0	0	100	0	0	100	30	0	130
<b>Total Outlay</b>	<b>\$0</b>	<b>\$1,078</b>	<b>\$1,745</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,823</b>	<b>\$336</b>	<b>\$0</b>	<b>\$3,159</b>

FINANCING SOURCES	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	5-Year Total '21-'25	Approp. thru FY20	Beyond FY 2025	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Budget Reserve	0	1,078	1,745	0	0	2,823	336	0	3,159
Operating Transfer	0	0	0	0	0	0	0	0	0
<b>Total County Funding</b>	<b>\$0</b>	<b>\$1,078</b>	<b>\$1,745</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,823</b>	<b>\$336</b>	<b>\$0</b>	<b>\$3,159</b>
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
<b>Total Funding</b>	<b>\$0</b>	<b>\$1,078</b>	<b>\$1,745</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,823</b>	<b>\$336</b>	<b>\$0</b>	<b>\$3,159</b>

Operating Budget Impact	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Approp. thru FY20	Beyond FY 2025
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
<b>Total Operating</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
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
<b>Total Impact</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
Increase to Annual Tipping fee:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

<b>LOCATION:</b> Charles County Landfill, Waldorf Maryland
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**REQUESTED CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2021**  
*(\$ in thousands)*

<b>PROJECT NAME:</b> <b>Landfill Convenience Center Relocation</b>	<b>Requested By:</b> DPW <b>Project #:</b>																								
<p>The relocation of the current citizen convenience center is required prior to the construction of Cell 4. The relocation will allow the site to maximize the airspace for cell 4 by piggybacking on the existing landfill</p>																									
<p>Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)</p>																									
<b>VARIANCE TO APPROVED PER FY20-FY24 CAPITAL IMPROVEMENT PROGRAM:</b>																									
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th></th> <th>FY 2021</th> <th>FY 2022</th> <th>FY 2023</th> <th>FY 2024</th> <th>TOTAL</th> </tr> <tr> <td>Approved FY20-FY24 CIP</td> <td>\$1,083</td> <td>\$0</td> <td>\$0</td> <td>\$0</td> <td>\$1,083</td> </tr> <tr> <td><b>Increase/(Decrease)</b></td> <td><b>\$241</b></td> <td><b>\$0</b></td> <td><b>\$0</b></td> <td><b>\$0</b></td> <td><b>\$241</b></td> </tr> <tr> <td>% change</td> <td>22.3%</td> <td>n/a</td> <td>n/a</td> <td>n/a</td> <td>22.3%</td> </tr> </table>		FY 2021	FY 2022	FY 2023	FY 2024	TOTAL	Approved FY20-FY24 CIP	\$1,083	\$0	\$0	\$0	\$1,083	<b>Increase/(Decrease)</b>	<b>\$241</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$241</b>	% change	22.3%	n/a	n/a	n/a	22.3%
	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL																				
Approved FY20-FY24 CIP	\$1,083	\$0	\$0	\$0	\$1,083																				
<b>Increase/(Decrease)</b>	<b>\$241</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$241</b>																				
% change	22.3%	n/a	n/a	n/a	22.3%																				

EXPENSE BUDGET	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	5-Year Total '21-'25	Approp. thru FY20	Beyond FY 2025	Project Total
Architectural & Engineering	\$80	\$0	\$0	\$0	\$0	\$80	\$0	\$0	\$80
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,000	0	0	0	0	1,000	0	0	1,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	81	0	0	0	0	81	0	0	81
Administration - FAS	3	0	0	0	0	3	0	0	3
Inspection	50	0	0	0	0	50	0	0	50
Miscellaneous	10	0	0	0	0	10	0	0	10
Contingency	100	0	0	0	0	100	0	0	100
<b>Total Outlay</b>	<b>\$1,324</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,324</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,324</b>

FINANCING SOURCES	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	5-Year Total '21-'25	Approp. thru FY20	Beyond FY 2025	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Budget Reserve	1,324	0	0	0	0	1,324	0	0	1,324
Operating Transfer	0	0	0	0	0	0	0	0	0
<b>Total County Funding</b>	<b>\$1,324</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,324</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,324</b>
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
<b>Total Funding</b>	<b>\$1,324</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,324</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,324</b>

Operating Budget Impact	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Approp. thru FY20	Beyond FY 2025
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
<b>Total</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
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
<b>Total Impact</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>

**LOCATION:**  
Charles County Landfill, Waldorf Maryland

# REQUESTED CAPITAL IMPROVEMENT PROGRAM

## FISCAL YEAR 2021

(\$ in thousands)

<b>PROJECT NAME:</b> <b>Landfill Cell #4A Expansion</b>	<b>Requested By:</b> DPW <b>Project #:</b> 8092
Design and construct landfill Cell #4A which will provide approximately 13 additional acres of capacity to the existing landfill facility. Construction to include a small leachate pump station and forcemain to direct leachate generated from the cell to the existing leachate management system.	
Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)	
<b>PRIORITY</b>	
<b>VARIANCE TO APPROVED PER FY20-FY24 CAPITAL IMPROVEMENT PROGRAM:</b>	
	<i>Budget increase is necessary to coincide an expansion of the scope to increase area of construction from 4 acres to 13 acres and account for the new construction of a small leachate pump station and force main.</i>
Approved FY20-FY24 CIP	FY 2021: \$0 FY 2022: \$0 FY 2023: \$0 FY 2024: \$0 <b>TOTAL: \$0</b>
Increase/(Decrease)	FY 2021: \$5,913 FY 2022: \$0 FY 2023: \$0 FY 2024: \$0 <b>TOTAL: \$5,913</b>
% change	FY 2021: new FY 2022: n/a FY 2023: n/a FY 2024: n/a

EXPENSE BUDGET	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	5-Year Total '21-'25	Approp. thru FY20	Beyond FY 2025	Project Total
Architectural & Engineering	\$170	\$0	\$0	\$0	\$0	\$170	\$360	\$0	\$530
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	4,780	0	0	0	0	4,780	2,100	0	6,880
Equipment	0	0	0	0	0	0	0	0	0
Administration	279	0	0	0	0	279	27	0	306
Administration - FAS	6	0	0	0	0	6	0	0	6
Inspection	130	0	0	0	0	130	100	0	230
Miscellaneous	28	0	0	0	0	28	45	0	73
Contingency	520	0	0	0	0	520	210	0	730
<b>Total Outlay</b>	<b>\$5,913</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,913</b>	<b>\$2,842</b>	<b>\$0</b>	<b>\$8,755</b>

FINANCING SOURCES	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	5-Year Total '21-'25	Approp. thru FY20	Beyond FY 2025	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Budget Reserve	5,913	0	0	0	0	5,913	2,842	0	8,755
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$5,913	\$0	\$0	\$0	\$0	\$5,913	\$2,842	\$0	\$8,755
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
<b>Total Funding</b>	<b>\$5,913</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,913</b>	<b>\$2,842</b>	<b>\$0</b>	<b>\$8,755</b>

Operating Budget Impact	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Approp. thru FY20	Beyond FY 2025
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
<b>Total</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
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
<b>Total Impact</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>

**LOCATION:**

**REQUESTED CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2021**  
*(\$ in thousands)*

<b>PROJECT NAME:</b> <b>Landfill Leachate Management System</b>	<b>Requested By:</b> DPW <b>Project #:</b> 8041
Design and construct a leachate management system to handle the excess leachate volume generated with the development of Cells 2B/3B and proposed Cell #4A.. The leachate system will consist of the construction of a secondary containment system around the existing leachate storage tanks, a leachate pretreatment facility, and a pump station and forcemain to pump the pretreated leachate to the sewer system in Billingsley Road.	
Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)	
<b>VARIANCE TO APPROVED PER FY20-FY24 CAPITAL IMPROVEMENT PROGRAM:</b>	
	<b>TOTAL</b> <i>The Landfill Management System Project was expanded from a force main project to also include leachate pretreatment.</i>
Approved FY20-FY24 CIP	\$0
<b>Increase/(Decrease)</b>	<b>\$1,396</b>
% change	new

EXPENSE BUDGET	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	5-Year Total '21-'25	Approp. thru FY20	Beyond FY 2025	Project Total
Architectural & Engineering	\$50	\$0	\$0	\$0	\$0	\$50	\$460	\$0	\$510
Land & ROW	0	0	0	0	0	0	20	0	20
Construction	0	1,000	0	0	0	1,000	4,075	0	5,075
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	124	0	0	0	124	251	0	375
Administration - FAS	0	3	0	0	0	3	0	0	3
Inspection	0	100	0	0	0	100	201	0	301
Miscellaneous	0	19	0	0	0	19	31	0	50
Contingency	0	100	0	0	0	100	408	0	508
<b>Total Outlay</b>	<b>\$50</b>	<b>\$1,346</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,396</b>	<b>\$5,446</b>	<b>\$0</b>	<b>\$6,842</b>

FINANCING SOURCES	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	5-Year Total '21-'25	Approp. thru FY20	Beyond FY 2025	Project Total
Bonds	\$50	\$1,346	\$0	\$0	\$0	\$1,396	\$5,446	\$0	\$6,842
Capital Budget Reserve	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$50	\$1,346	\$0	\$0	\$0	\$1,396	\$5,446	\$0	\$6,842
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
<b>Total Funding</b>	<b>\$50</b>	<b>\$1,346</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,396</b>	<b>\$5,446</b>	<b>\$0</b>	<b>\$6,842</b>

Operating Budget Impact	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Approp. thru FY20	Beyond FY 2025
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
<b>Total Operating</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
Debt Service: Bonds	475.2	478.3	562.0	562.0	562.0	475.2	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Total Impact</b>	<b>\$475.2</b>	<b>\$478.3</b>	<b>\$562.0</b>	<b>\$562.0</b>	<b>\$562.0</b>	<b>\$475.2</b>	<b>\$0.0</b>
Increase to Annual Tipping fee:	\$6.41	\$6.45	\$7.58	\$7.58	\$7.58	\$6.92	\$0.00

<b>LOCATION:</b>	Landfill
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## Solid Waste

**Department:** Public Works - Facilities 27.05.38  
**Division \ Program:** Landfill Fund: Enterprise  
**Program Administrator:** Frances Sherman, Chief of Environmental Resources  
<http://www.charlescountymd.gov/pw/landfill/landfill-operations>

Expenditure Category	FY2019 Actual	FY2020 Adopted	FY2021 Request	FY2021 Proposed	\$ Change from FY2020	% Chg.
Personal Services	\$1,710,816	\$1,860,600	\$1,877,000	\$1,972,800	\$112,200	6.0%
Fringe Benefits	588,482	666,800	628,500	667,500	700	0.1%
Operating Costs	1,162,770	1,486,600	1,526,600	1,577,900	91,300	6.1%
Debt Service	97,447	187,200	228,200	249,200	62,000	33.1%
Agency Funding	29,000	32,700	36,800	36,800	4,100	12.5%
Operating Contingency	0	26,500	137,300	137,300	110,800	418.1%
Landfill Expansion/Closure	3,858,500	3,713,700	4,036,200	4,036,200	322,500	8.7%
Capital Outlay	418,736	1,073,000	926,000	984,000	(89,000)	-8.3%
Equipment/Tech Reserve	570,400	570,400	570,400	570,400	0	0.0%
<b>Total Baseline</b>	<b>\$8,436,151</b>	<b>\$9,617,500</b>	<b>\$9,967,000</b>	<b>\$10,232,100</b>	<b>\$614,600</b>	<b>6.4%</b>
New Requests	0	0	265,100		0	N/A
<b>Total Expenditures</b>	<b>\$8,436,151</b>	<b>\$9,617,500</b>	<b>\$10,232,100</b>	<b>\$10,232,100</b>	<b>\$614,600</b>	<b>6.4%</b>

### Changes and Useful Information:

- **Personal Services and Fringe Benefits increase** includes approved FY2020 salary increases which is being partially offset by turnover. Also included is the funding for three new positions.
- The **Operating Costs** increase includes the following:
  - Based on age of fleet and current activity, Equipment Repairs and Maintenance is increasing by \$50,000.
  - Leachate Disposal is increasing by \$44,000 based on prior years.
  - Based on anticipated activity for FY2021, Vehicle Fuel is increasing by \$21,100, Indirect Cost by \$12,300, and Credit Card Processing by \$10,000.
  - Based on year-to-date usage, age of fleet, and anticipated additional equipment rental, the Equipment Rental account is increasing by \$5,000 to reflect the FY20 Amended Budget.
  - Due to an increase in SWANA membership fees for key staff members, Dues and Subscriptions is increasing by \$1,300.
  - An increase of \$300 in Office Supplies due to an increase in number of transactions and receipts.
  - Decrease in Contract Services due to one-time cost in FY2020 for a stormwater plan.
  - Due to one-time cost in FY20 for computers and phones for the FY20 approved positions, Computer Allocation is decreasing by (\$3,600).
  - Telephone is decreasing by (\$1,400) based on current expenditures.
  - Included are funds for various items for three new positions. \$9,700.
  - \$41,600 in funds are included for various new operating capital requests for FY21.
- **Debt Service** includes debt payments related to the Landfill's Capital Improvement Program, and funding to finance the replacement of various vehicles and equipment. Also included are funds for FY21 new operating capital requests. \$21,000.
- **Operating Contingency** is for potential salary increases in FY2021.
- The **Landfill Expansion/Closure** budget funds the future development of the remaining space at the Landfill.
- The **Capital Outlay** budget is to replace various equipment and vehicles, including replacing two dozers. Also included is \$58,000 in funds for new operating capital requests for a Tarp Machine and Litter Fence.

### 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 beyond 2038 due to the utilization of a transfer facility which will allow for disposal options outside of the County's jurisdiction.

## Solid Waste

<b>Department:</b>	Public Works - Facilities		27.05.38
<b>Division \ Program:</b>	Landfill	Fund:	Enterprise
<b>Program Administrator:</b>	Frances Sherman, Chief of Environmental Resources		
<a href="http://www.charlescountymd.gov/pw/landfill/landfill-operations">http://www.charlescountymd.gov/pw/landfill/landfill-operations</a>			

<b><u>Positions:</u></b>	<b><u>FY17</u></b>	<b><u>FY18</u></b>	<b><u>FY19</u></b>	<b><u>FY20</u></b>	<b><u>FY21</u></b>
Title	FTE	FTE	FTE	FTE	FTE
Director of Public Works	0.1	0.1	0.1	0.1	0.1
Deputy 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
DPW Project and Program Manager	0.2	0.2	0.2	0.2	0.2
Landfill Superintendent	1.0	0.0	0.0	0.0	0.0
Scale House Manager	0.0	1.0	1.0	1.0	1.0
Scalemaster	1.0	0.0	0.0	0.0	0.0
Landfill & Recycling Site Superintendent	0.0	1.0	1.0	1.0	1.0
Landfill Operations Supervisor	1.0	0.0	0.0	0.0	0.0
Landfill Equipment Technician Team Leader	0.0	1.0	1.0	1.0	1.0
Landfill Equipment Technician	2.0	2.0	2.0	2.0	2.0
Small Engine Technician	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
Scale House Team Leader	0.0	1.0	1.0	1.0	1.0
Assistant Scalemaster	1.0	0.0	0.0	0.0	0.0
Landfill Equipment Operator Team Leader	0.0	2.0	2.0	2.0	2.0
Equipment Operator II - IV	8.0	7.0	7.0	7.0	7.0
Weigh Clerk	2.0	2.0	4.0	5.0	5.0
Inventory Equipment Manager	0.0	0.0	0.0	0.0	1.0
Facilities Maintenance Technician I	1.0	0.0	0.0	0.0	0.0
Office Associate II	0.0	0.0	0.0	1.0	1.0
Landfill Solid Waster Worker Team Leader	0.0	1.0	1.0	1.0	1.0
Solid Waste Worker	7.5	7.0	7.0	8.0	10.0
Part Time Positions	4.8	4.8	3.2	3.2	3.2
<b>Total Full Time Equivalent</b>	<b>33.0</b>	<b>33.5</b>	<b>33.9</b>	<b>36.9</b>	<b>39.9</b>

<b><u>Objectives &amp; Measurements:</u></b>	<b><u>FY17</u></b>	<b><u>FY18</u></b>	<b><u>FY19</u></b>	<b><u>FY20</u></b>	<b><u>FY21</u></b>
	Actual	Actual	Actual	Projected	Estimated
Total Tons	101,149	102,152	114,669	116,854	121,436
Number of Patrons	83,948	94,430	97,479	100,403	103,415