

**RAPPAHANNOCK REGIONAL SOLID WASTE
MANAGEMENT BOARD**

REGULAR MEETING AGENDA

**STAFFORD COUNTY
GEORGE L. GORDON GOVERNMENT CENTER
CONFERENCE ROOM ABC
STAFFORD, VIRGINIA**

**December 16, 2016
8:30 AM**

- A. CALL TO ORDER.**
- B. ROLL CALL TO DETERMINE QUORUM**
- C. APPROVE MINUTES OF PRIOR BOARD MEETINGS (Tab 1)
October 12, 2016**
- D. PRESENTATIONS BY THE PUBLIC**
- E. PRESENTATIONS BY R-BOARD MEMBERS**
- F. REPORT OF STAFF (Tab 2)**
 - 1. Report of R-Board Superintendent**
 - a. Cells C, D & E Closure Update**
 - b. Cell F2 Filling Status**
 - c. Personnel Status Update (verbal)**
 - 2. Environmental Compliance Report**
 - 3. Recycling & Litter Crew Activities**
 - 4. 2017 Annual Pass Sales Update (verbal)**
- G. REPORT ON FINANCES (Tab 3)**
 - 1. Financial Summary; Through November 30, 2017**
 - 2. Weight & Material Analysis; Through November 30, 2017**
 - 3. FY2016 Financial Statement (Audit Report)**
- H. OLD BUSINESS (Tab 4)**
 - 1. Operational Agreement Amendment**
- I. NEW BUSINESS (Tab 5)**
 - 1. FY2017 Budget Amendment**
 - 2. Commercial Exception Requests**
- J. CLOSED SESSION (if needed)**
- K. NEXT SCHEDULED MEETING
February 15, 2017 Conference Room ABC, George L. Gordon Government Center, 8:30 AM**
- L. ADJOURNMENT**

MINUTES

RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD

October 12, 2016

George L. Gordon Government Center
Conference Room A/B/C

Meeting Convened: A regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) was convened at 8:32 a.m. on October 12, 2016 at the George L. Gordon Government Center, Conference Room A/B/C.

Roll Call: The following members were present: Mathew Kelly, Chairman; Paul V. Milde, III, Vice-chairman; Timothy J. Baroody; William C. Withers, Jr.; and Keith Dayton, who advised he was serving as the alternate for the County Administrator. Jack Cavalier was absent.

Also in attendance were: William Hefty, Esq., R-Board Attorney; Jason Pauley, R-Board Superintendent; Ricky Markwardt, Diane Jones, Julie Williams-Daves, and Pamela Timmons, R-Board staff; Mark Whitley, Assistant Manager City of Fredericksburg; and Michael Smith, Deputy County Administrator.

Approval of minutes of prior meeting: Mr. Withers motioned, seconded by Mr. Kelly, to approve the minutes for the August 17, 2016 meeting.

By voice, the vote was:

Yea:	(5)	Baroody, Dayton, Kelly, Milde, Withers
Nay:	(0)	
Absent:	(1)	Cavalier

Presentations by the Public: No members of the public wished to speak.

Presentations by the R-Board: Mr. Kelly updated members with regards to initiatives to work on waste issues regionally. Mr. Baroody noted that there had been discussion with University of Mary Washington to work with area leaders as a facilitator in considering options for a regional approach to solid waste management.

Report of Staff:

Mr. Pauley reported on the following:

Cells C, D, and E Closure Update: Closure is going well and despite recent rain events the work should continue to stay on schedule.

Cell F2 Filling Status: Staff estimates that the cell has utilized 13.5% of airspace. The semi-annual air survey will be done and staff will report the finding at the Board's next meeting.

Personnel Status Update: The R-Board is currently staffed at 28 full-time personnel, and authorized for 30 full-time and 4 part-time positions. There are two full-time positions that are in the process of being filled with internal candidates.

Ms. Williams-Daves reported on the following:

A DEQ report for the 2nd quarter inspection was received. Staff will be working to clear up record-keeping concerns from DEQ. A 3rd quarter inspection has been done. Ms. Daves believes it went well, and we are waiting on the inspection report from DEQ. Staff will be meeting with DEQ's Northern Virginia office regarding the R-Board's recent VDOT property acquisition and groundwater monitoring requirements. The R-Board's 2014 VPDES Industrial Storm Waste Water General Permit required testing for TMDL levels. The last 4 samples are below levels are concern. No further action is required at this time.

Ms. Jones reported on the following:

Litter Crew Activities: The litter crew has posted good numbers, as well as taking an aggressive stand on collection of illegal signs. Mr. Milde requested that the crew be asked to collect illegal signs in the Brooke area.

Household Hazardous Waste Day Results: The Household Hazardous Waste Day on September 17th at the City's Public Works shop was a success. Rappahannock Area Goodwill reported a 50% increase in collection at this event of E-Waste.

2017 Annual Pass Sales Schedule Sale of the annual passes for 2017 will begin on November 14, 2016. There has been no change in the price for a pass.

Mr. Dayton reported on the following:

Staff Highlights and Recognition: Mr. Dayton advised the Board that included in their packages were several highlights of recent staff successes. He also reported that Mr. Pauley will assume the position of Interim Assistant Director of Utilities effective Monday, October 17, 2016.

Report on Finances: Mr. Dayton reported on the following:

Financial Summary: First Quarter FY2017

Revenue is currently forecast to finish \$850,000 above budgeted revenue. This projection includes the impact from flow control. Sludge revenue was also ahead of projection. Mr. Dayton noted that this was in part due to the cooperative work between the R-Board and the Stafford County Department of Utilities. The landfill is able to coordinate the delivery of sludge with greater efficiency, resulting in better service to the Utility Department and greater quantities of sludge. He also noted that there is a dialogue with the City of Fredericksburg regarding a similar arrangement. He noted that the approved budget listed a \$3 million drawdown from reserves. After the budget was voted upon, the participating localities voted to provide loans for closure, which significantly reduced the need to draw down the reserve funds. Mr. Dayton advised that a budget amendment will be brought back to the Board at their next meeting.

Expenses appear to be ahead at this point in the fiscal year, but this is due in part to the encumbering of purchase orders for contractual obligations, including our consultant support and heavy equipment maintenance.

Weight & Material Analysis: First Quarter FY2017

Mr. Dayton noted that curbside collection weights are up 100%. City collections are down slightly, as are the Belman Road and Eskimo Hill residential use areas. C&D intake was strong. He noted that with regards to both the weight and material and financial reports it was still early in the year.

Mr. Dayton then pointed out the reductions in non-billable categories collected by the R-Board in the past three fiscal years. In FY2014, 27% of the waste was non-billable, FY2015 it was at 13.4%. Current analysis shows non-billable amounts at 0.14% of total collections.

Mr. Dayton went on to note that other R-Board decisions have enhanced fiscal performance, including resident fees and flow control. Cost per ton of solid waste for operations has been reduced by \$11 over the last six fiscal years, while the revenue generated per ton of solid waste has risen by \$6 per ton. Mr. Withers thanked Mr. Dayton for the progress that has been made, and went on to note that the financial performance information excluded the impact of capital costs. He commented that the data presented would be more meaningful if it included this component.

Mr. Milde commented that this information is very useful in confirming that the R-Board is headed in the right direction.

Old Business:

Amended and Restated Operational Agreement Update:

Mr. Dayton reported that that conversation with the City was progressing but that additional conversations were necessary before providing a definitive report.

He noted that this was his last scheduled R-Board meeting as Director, as he was scheduled to retire on December 5th.

The Boards next meeting was scheduled for December 21st. Mr. Kelly advised he wanted to meet as there needed to be discussion and progress made regarding the Amended and Restated Operational Agreement.

Adjournment: The meeting was adjourned at 8:56 a.m. by a motion by Mr. Withers and seconded by Mr. Milde.

Next Meeting: The next regular meeting is scheduled for December 21, 2016 at 8:30 a.m. at the George L. Gordon Government Center, Conference Room A/B/C.

Keith C. Dayton, Director & Deputy County Administrator

Pamela L. Timmons, Clerk



Rappahannock Regional Solid Waste Management Board

489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

To: R-Board Members

From: Rick Markwardt, Acting R-Board Superintendent

Date: December 16, 2016

RE: Report of the R-Board Superintendent

Cells B-C-D Closure Update

The closure project had its final walk through on November 21, 2016, at that time there were only a few housekeeping items that needed to be finished. The contractor finished those items in the following days and demobilized on November 25, 2016. All areas of the closure project have been seeded and stabilized thus completing this project. The landfill gas collection system from Cell F1 to Cell E was tied in to the existing system, and the dredging of the sediment pond was also completed during this time.



Cell F2 Operations

Filling operations continue without problems. Based on the recent aerial survey, approximately 245,000 cubic yards (~15.0%) of available airspace has been consumed. Staff is working to resolve a discrepancy between the total airspace in Cell F2 calculated by DAA versus that calculated by Resource International.





Rappahannock Regional Solid Waste Management Board

489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

To: R-Board Members

From: Julie Williams-Daves

Date: December 16, 2016

RE: Environmental Compliance Report

SWP #589 – Compliance Inspection

The R-Board received a satisfactory report for the third quarter solid waste inspection in September.

We are awaiting our fourth quarter inspection.

Groundwater

Draper Aden Associates has submitted groundwater monitoring event reports to the DEQ on our behalf for Area 74 (second semi-annual report) and the third quarter report for SWP# 589.

Stormwater

Samples were collected from two of our stormwater outfalls in November. The analytical results from the lab will be reported to the DEQ prior to the January 10 deadline. Preliminary review indicates that only pH could be a concern. Staff has reached out to DAA for suggestions on best practices to address the acidity of the water.

Landfill Gas

DAA's contractor assisted in repairing a reoccurring flare shutdown problem. A loose wire was causing repeated shutdowns and alarms for our landfill gas collection system. The circuit has been hardwired and the cause for the recent shutdowns should be resolved. A leaking gas well has caused an increase in the oxygen level in the system for a short time, but that has been repaired too.

Staff is still working on a meeting with VADEQ representatives from the Northern Regional Office to discuss the minor permit amendment to adjust the facility boundary, among other items. We are hoping to arrange a meeting in January.

FY2017 JULY - NOVEMBER LITTER CREW EFFORTS

ROAD	TIMES		ROAD	TIMES	
	POUNDS	CLEANED		POUNDS	CLEANED
BLUE GRAY-CITY	2900	3	HOPE	160	2
DIXON - CITY	180	1	JOSHUA	400	1
HOT TOP	1800	1	KELLOGGS MILL	3580	4
LANSDOWNE - CITY	1340	1	LAYHILL	1975	7
RAILROAD-CITY	2860	2	LEELAND	5695	20
RIVER - CITY	2620	2	LITTLE WHIM	300	1
ROUTE 1 - CITY	2520	4	MANNING	460	1
TWIN LAKES-CITY	460	1	MIDWAY	800	2
City Subtotal			MINE	770	4
	14680	15	MORTON	777	6
AMERICAN LEGION	800	1	MOUNTAIN VIEW	146	1
ANDREW CHAPEL	590	4	MT. OLIVE	180	1
AUSTIN RIDGE	1620	5	NAOMI	1340	2
BELL'S HILL	1660	8	PANTHERS	40	1
BEREA	540	1	PLANTATION	5140	5
BETHEL CHURCH	3860	3	POPLAR	1800	3
BRENT POINT	3260	2	POTOMAC RUN	5860	6
BROOKE	4970	8	PRIMMER HOUSE	200	1
BUTLER	280	1	RAMOTH CHURCH	1580	7
CAMP SELDON	220	1	RESERVOIR	500	1
CENTREPORT	1570	9	RIVER	1680	2
CHAPEL GREEN	780	2	ROUTE 1	50,630	79
COLEBROOK	800	1	ROUTE 17	10380	24
COURTHOUSE (w)	7500	20	ROUTE 3 E	9110	11
COURTHOUSE (e)	1190	4	ROUTE 3 W	900	3
CRANES CORNER	200	1	SANDY RIDGE	200	1
DEACON	1775	13	SHACKELFORD WELL	600	2
DECATUR	2920	3	SHELTON SHOP	600	4
DOC STONE	1140	1	SIMPSON	300	1
ELLISON	240	1	SOARING EAGLE	2800	2
ENON	3340	5	SOUTHERN VIEW	1720	2
ESKIMO HILL	10050	11	STATE SHOP	1240	3
FORBES	660	2	STONY HILL	600	1
FOREST	760	1	STORCKE	860	2
GARRISONVILLE	7975	19	TACKETT'S MILL	1900	2
GREENRIDGE	100	1	TELEGRAPH	1980	2
HARRELL	500	3	TRUSLOW	300	1
HARTWOOD	1980	8	UNIVERISTY	620	1
HOLLY CORNER	1500	1	WHITE OAK	1790	2
HOLLYWOOD FARM	1100	2	WIDEWATER	2460	2
			WINDING CREEK	2240	4
			WYCHE	1920	3
			County Subtotal	190413	372
Number Pounds			GRAND TOTAL	205,093	387
Illegal Signs Removed	6201	825			

FINANCIAL STATUS THROUGH November 30, 2016

EXPENDITURES
as of
November 30, 2016

Division	FY 17 Adopted Budget	FY 17 Adjusted Budget	Personnel Costs YTD	Operational Costs YTD	Capital Costs YTD	Total Costs YTD	Current Encumbrances	FY 17 Expenditures	FY 17 Balance	% Budget Expended	Fiscal YTD Expired (%)	FY17 Budgeted Revenues	Monthly Target	Monthly Actuals	FY17 Actual Revenues	% Revenue Collected
R-Board Expenses	\$8,315,000	\$8,497,332	\$819,075	\$701,939	\$2,618,372	\$4,139,386	\$1,838,492	\$5,977,878	\$2,519,454	70%	42%	\$5,315,000	\$442,917	\$487,238	\$2,510,725	47%
TIPPING FEES	\$4,100,000															
RESIDENTIAL FEES	\$600,000															
RECYCLING	\$120,000															
WWTP SLUDGE/UTILITIES	\$160,000															
MUNICIPAL	\$210,000															
INTRADEPARTMENTAL	\$5,000															
AMERESCO LEASE	\$45,000															
MILESTONE LEASE	\$40,000															
GRANT	\$20,000															
INTEREST	\$15,000															
RESERVE	\$3,000,000															

REVENUES
as of
November 30, 2016

	ADOPTED FY17	CASH	A/R	Total for Month	FYTD Expired	FY YEAR TO DATE	REVENUE FORECAST
COMMERCIAL	\$4,100,000	36897	365688	\$ 402,586	42%	\$ 2,083,745	\$ 5,003,730
RESIDENTIAL USER FEE	\$600,000			\$ 44,642	42%	\$ 161,902	\$ 600,000
RECYCLING	\$141,600			\$ 639	42%	\$ 49,518	\$ 141,600
SLUDGE/UTILITIES	\$160,000			\$ 14,473	42%	\$ 111,135	\$ 266,870
MUNICIPAL	\$210,000			\$ 13,410	42%	\$ 66,075	\$ 210,000
INTRADEPARTMENTAL	\$5,000				42%		\$ -
MISC REVENUE*					42%	\$ 515	
SALE OF LANDFILL GAS	\$45,000			\$ 11,489	42%	\$ 11,489	\$ 45,000
MILESTONE LEASE	\$40,000				42%		\$ 40,000
GRANTS	\$20,000				42%	\$ 26,347	\$ 26,347
INTEREST	\$15,000				42%		\$ 15,000
RESERVE FUND	\$3,000,000			\$ -	42%	\$ -	
TOTAL	\$ 8,336,600	\$ 36,897	\$ 365,688	\$ 487,238		\$ 2,510,725	\$ 6,348,547

BUDGET STATUS SUMMARY

	Adopted Budget	Current Est.	Difference
Revenues	\$5,315,000	\$6,348,547	\$1,033,547
Expenditures	\$8,315,000	\$8,315,000	\$0
Use of Fund Balance	\$3,000,000	\$1,966,453	(\$1,033,547)

Unrestricted Fund Balance (\$3,332,013)
(as of June 30, 2016)

FINANCIAL STATUS THROUGH November 30, 2016

EXPENDITURES

as of
November 30, 2016

Division	FY 17 Adopted Budget	FY 17 Adjusted Budget	Personnel Costs YTD	Operational Costs YTD	Capital Costs YTD	Total Costs YTD	Current Encumbrances	FY 17 Expenditures	FY 17 Balance	% Budget Expended	Fiscal YTD Expired (%)	FY17 Budgeted Revenues	Monthly Target	Monthly Actuals	FY17 Actual Revenues	% Revenue Collected
R-Board Expenses	\$6,291,139	\$6,473,471	\$819,075	\$701,939	\$2,618,372	\$4,139,386	\$1,838,492	\$5,977,878	\$495,593	92%	42%	\$5,361,000	\$446,750	\$487,238	\$2,510,725	47%
TIPPING FEES	\$4,100,000															
RESIDENTIAL FEES	\$600,000															
RECYCLING	\$120,000															
WWTP SLUDGE/UTILITIES	\$200,000															
MUNICIPAL	\$210,000															
INTRADEPARTMENTAL	\$5,000															
AMERESCO LEASE	\$45,000															
MILESTONE LEASE	\$40,000															
GRANT	\$26,000															
INTEREST	\$15,000															
RESERVE	\$930,139															

REVENUES

as of
November 30, 2016

	AMENDED FY17	CASH	A/R	Total for Month	FYTD Expired	FY YEAR TO DATE	REVENUE FORECAST
COMMERCIAL	\$4,100,000	\$ 36,897	\$ 365,688	\$ 402,586	42%	\$ 2,083,745	\$ 5,003,730
RESIDENTIAL USER FEE	\$600,000			\$ 44,642	42%	\$ 161,902	\$ 600,000
RECYCLING	\$120,000			\$ 639	42%	\$ 49,518	\$ 120,000
SLUDGE/UTILITIES	\$200,000			\$ 14,473	42%	\$ 111,135	\$ 266,870
MUNICIPAL	\$210,000			\$ 13,410	42%	\$ 66,075	\$ 210,000
INTRADEPARTMENTAL	\$5,000				42%	\$ -	\$ -
MISC REVENUE*	\$0				42%	\$ 515	
SALE OF LANDFILL GAS	\$45,000			\$ 11,489	42%	\$ 11,489	\$ 45,000
MILESTONE LEASE	\$40,000				42%		\$ 40,000
GRANTS	\$26,000				42%	\$ 26,347	\$ 26,347
INTEREST	\$15,000				42%		\$ 15,000
RESERVE FUND	\$930,139			\$ -	42%	\$ -	\$ (57,408)
TOTAL	\$ 6,291,139	\$ 36,897	\$ 365,688	\$ 487,238		\$ 2,510,725	\$ 6,269,539

BUDGET STATUS SUMMARY

	Amended Budget	Current Est.	Difference
Revenues	\$5,315,000	\$6,348,547	\$1,033,547
Expenditures	\$6,291,139	\$6,291,139	\$0
Use of Fund Balance	\$930,139	-\$103,408	(\$1,033,547)

Unrestricted Fund Balance (\$3,332,013)
(as of June 30, 2016)

Through November 30, 2016

Rappahannock Regional Solid Waste Management Board Weight and Material Analysis Report FY2017

CATEGORY	16-Nov Weight	15-Nov Weight	FY2017 Y-T-D Weight	FY2016 Y-T-D Weight	Difference %
Billable					
Commercial Waste	3638	2473	18611	11232	66%
Residential Waste	3636	1607	17761	7123	149%
Fredericksburg	674	887	3312	3736	-11%
Eskimo Hill	1274	1640	7823	8861	-12%
Belman Road	139	155	824	1060	-22%
Mixed Load-\$71/T	10	6	114	20	468%
Debris Waste	3695	5017	19404	17270	12%
Dirt	40	697	66	1329	-95%
Tires Commercial	27	31	130	105	23%
Sludge	536	728	4116	4260	-3%
BILLABLE TONNAGE	13669	13241	72161	54996	31%
Non-Billable					
Litter/Cleanups	19	21	103	101	2%
Recycling	427	558	2385	2202	8%
TOTAL TONNAGE	14116	13820	74650	57300	30%



Rappahannock Regional Solid Waste Management Board

489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

To: R-Board Members

From: Keith Dayton, Director

Date: December 16, 2016

RE: Financial Statement FY2017 Summary

The FY2016 Financial Statement is now complete, and the results have been provided by the auditor. The summary of these results as compared to FY2015 is provided below.

- Operating revenues increased over \$1,300,000, or about 32% to \$5,466,470
- Operating expenses remained level (\$5,679,850 in FY16 vs. \$5,668,696 in FY15)
- Net position improved nearly 89% to \$8,115,243 primarily due to the investment in Cell F2
- Deposits and Investments grew by 12.5% from \$6,564,221 to \$7,385,774
- Unrestricted deficit worsened from (\$2,674,331) to (\$3,324,717) primarily due to the closure/post-closure liability from opening Cell F2

With the exception of the unrestricted deficit value, the indicators of the financial health of R-Board operations show considerable improvement from the FY2015 Financial Statement. Our continuing strong revenue performance, conservative expenditure practices, completion of Cell F2, and the adoption of flow control indicate that significant improvement in FY2017 is highly probable.

A copy of the December 8, 2016 memorandum to the Finance, Audit and Budget Committee of the Board of Supervisors providing additional details is attached.

KCD:kd

Attachments

Board of Supervisors

Gary F. Snellings, Chairman
Laura A. Sellers, Vice Chairman
Meg Bohmke
Jack R. Cavalier
Paul V. Milde, III
Cord A. Sterling
Robert "Bob" Thomas, Jr.

C. Douglas Barnes
Interim County Administrator

**STAFFORD COUNTY ADMINISTRATION
MEMORANDUM**

To: Finance, Audit and Budget Committee

From: Keith C. Dayton
Deputy County Administrator

From: Maria Perrotte
Chief Financial Officer

Subject: **R-Board FY2016 Audit**

Date: December 8, 2016

This memorandum is provided to be responsive to the Board's request for continuing information related to the Rappahannock Regional Landfill, and offers a summary of the results of the recently completed FY2016 audit.

The Rappahannock Regional Landfill (Landfill) is operated by joint agreement between Stafford County (County) and the City of Fredericksburg (City). General management oversight is provided by the Rappahannock Regional Solid Waste Management Board (R-Board), with support for financial, personnel, and other matters provided by Stafford County. One of the functions supported by the County is the annual audit, completed concurrently with the County's audit. The FY2016 R-Board audit is nearly complete, and should be available next Tuesday. Staff does not expect the preliminary numbers reported herein to differ from the final version. The audit was prepared by RSM, LLP concurrently with the County audit. Key findings are summarized below.

Operating Results (less closure/post closure, depreciation, etc.)

Operating revenues increased in FY2016, largely due to the implementation of flow control requirements effective May 1, 2016, whereby commercial solid waste companies were required to dispose of solid waste from the City and County at the Landfill. While the ordinance became effective on May 1st, the two largest commercial service providers began compliance immediately after passage of the ordinance in November. This, combined with a full year of revenue generated from resident disposal fees, resulted in the operating surplus shown in the chart below.

	Budgeted	Actual	Difference
Revenues	\$ 6,014,675	\$ 5,468,625	(\$ 546,050)
Expenditures	\$ 6,014,675	\$ 3,465,781	<u>\$2,548,894</u>
Net Results			\$2,002,844

The Board is reminded that \$1,067,000 of the revenues included in the budget was planned for withdrawal from the reserve fund. With the increase in commercial revenues, no draw from reserves was required in FY2016.



December 8, 2015

The operating performance shown above excludes the effect of calculated depreciation (\$671,834) and increases in closure/post closure liabilities (\$1,363,911), OPEB (\$123,516), and the net pension liability (\$54,799) on the overall financial performance for FY2016.

The audit reports that operating expenses in FY2016 were within \$10,000 of FY2015 results.

Reserve Fund

The R-Board has nearly \$7.4 million in deposits and investments, up from \$6.5 million reported in FY2015.

Summary of Net Position

The audit noted an increase in Total Net Position of \$3,822,237, to \$8,115,243 million as a result of completion of Cell F2. However, when combined with the increase in liabilities from depreciation, closure/post closure, pensions and OPEB, there is a reported decline in the Unrestricted Net Position of over \$650k million, to (\$3,324,717). This value factors all possible current and future obligations of the R-Board into the analysis. A summary of the factors influencing the Unrestricted Net Position is provided below.

FY2016 Activity

Depreciation	\$ (671,843)
Closure/Post Closure	\$ (1,363,911)
GASB68	\$ (54,799)
Operation Results	\$ 1,304,010
Other Results	<u>\$ 136,157</u>
FY2016 Sub-total	\$ (650,386)
FY2015 Unrestricted Net Position	<u>\$ (2,674,331)</u>
FY2016 Unrestricted Net Position	\$ (3,324,717)

The FY2016 audit accurately reflects the current financial status of the R-Board. Recent actions by the R-Board, Board of Supervisors, and City Council to construct Cell F-2, support resident user fees and the flow control ordinance should result in a continuation of the improved financial outlook in FY2017. The auditors reported revenue of nearly \$620,000 from resident fees in FY2016, and staff estimates the revenue increase from flow control at over \$900,000. Cell F2 is expected to provide solid waste disposal capacity, and the resultant revenue, for another five years or more, allowing the replenishment of reserves in advance of the capital cost for construction of another cell.

KCD:kd



Rappahannock Regional Solid Waste Management Board

489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

To: R-Board Members

From: Keith Dayton, Director

Date: December 16, 2016

RE: Operational Agreement Amendment

R-Board staff provided a draft amended Operational Agreement at the August R-Board meeting. City representatives indicated at that time that they wished to review the existing agreement and consider other changes to the Agreement.

City staff have provided the attached summary of changes to the Agreement they wish considered.

KCD:kd

Attachments

R-Board Agreement

Proposal for Amendment – Proposal After Discussion with Council Members Kelly and Withers
December 1, 2016

Proposal 1 - CIP

The City proposes to amend the Operating Agreement to include a capital improvements plan in addition to the budget.

Paragraph 4. Budget and Fiscal Year.

Current:

The Board shall adopt an annual operating budget for each year. The fiscal year of the Board shall run from July 1 of each year through June 30 of the next calendar year. The Board shall transmit its budget, rates, and charges to the governing bodies of the two jurisdictions not later than March 1 of each year.

Proposal

Paragraph 4. Budget and Fiscal Year

The Board shall adopt an annual operating budget for each year, and develop a five-year capital improvements plan based on future capital needs. The fiscal year of the Board...

Proposal 2 – Landfill Fund

The City proposes three changes with this paragraph.

- 1) The first change is to simply include paragraph sub-bullets for ease of reading.
- 2) The City requests that the R-Board appoint a subcommittee to examine the question of how to define an “Operating Deficit.” The term “Operating Deficit” is easily traced to the audit, but there are circumstances where “Operating Deficit” could be negative while “Net Cash Provided By Operating Activities” and / or “Change in Net Position” might be positive. The task of the Subcommittee is to meet with staff accountants, auditors, and / or others and determine a financial policy that protects the financial position of the R-Board, including its’ ability to meet ongoing long-term liabilities. The policy would be balanced with providing the R-Board the flexibility to not invoice the localities for an operating deficit that is too strictly defined.
- 3) The City would request that if the R-Board did have a need to bill for an Operating Deficit, then the R-Board would allow both local governments to include it in their upcoming fiscal year budgets, rather than expect payment in the middle of a budget year.

Paragraph 5. Landfill Fund

Current:

The Board shall be responsible for all funds collected and disbursed from the operation of the Landfill and other programs operated by the Board. The monies shall be deposited into the Landfill Fund, which shall be a separate account maintained by Stafford County. If, at the end of any year of operation, the Board shall end the fiscal year with an operating deficit, the parties

hereto agree to pay to the Board a sum equal to the amount of such deficit. Each party's contribution shall be based upon its respective actual usage of the Landfill over the preceding 12-month period. In the event the Board determines that there is a surplus in the Landfill Fund at the end of any fiscal year, after taking into account all obligations for the Landfill Fund at the end of any fiscal year, after taking into account all obligations for closure and post-closure, future expansion needs and any other foreseeable activity, the Board may distribute all or a portion of such surplus to the City and County based on the initial capital contribution of the County (68%) and the City (32%) by a majority vote of the entire Board. The Board and the County shall have an independent audit performed on the Landfill Fund at the end of each fiscal year, so that the audit shall accurately reflect the full revenues and expenditures of the Landfill. Copies of said audit shall be furnished to each of the parties to this Agreement. The Board shall have the authority to purchase or lease all services, including legal and consulting services, supplies, materials, insurance and equipment necessary for the proper operation and maintenance of the Landfill and for other authorized purposes as long as funds are available in the Landfill Fund and such purchases or leases are made in compliance with the Virginia Public Procurement Act.

Proposal: (The first part is to just put outline letters in to break up the paragraph).

The Board shall be responsible for all funds collected and disbursed from the operation of the Landfill and other programs operated by the Board. The monies shall be deposited into the Landfill Fund, which shall be a separate account maintained by Stafford County.

- A. If, at the end of any year of operation, the Board shall end the fiscal year with an operating deficit, the parties hereto agree to pay to the Board a sum equal to the amount of such deficit. Each party's contribution shall be based upon its respective actual usage of the Landfill over the preceding 12-month period.
- B. In the event the Board determines that there is a surplus in the Landfill Fund at the end of any fiscal year, after taking into account all obligations for the Landfill Fund at the end of any fiscal year, after taking into account all obligations for closure and post-closure, future expansion needs and any other foreseeable activity, the Board may distribute all or a portion of such surplus to the City and County based on the initial capital contribution of the County (68%) and the City (32%) by a majority vote of the entire Board.
- C. The Board and the County shall have an independent audit performed on the Landfill Fund at the end of each fiscal year, so that the audit shall accurately reflect the full revenues and expenditures of the Landfill. Copies of said audit shall be furnished to each of the parties to this Agreement.
- D. The Board shall have the authority to purchase or lease all services, including legal and consulting services, supplies, materials, insurance and equipment necessary for the proper operation and maintenance of the Landfill and for other authorized purposes as long as funds are available in the Landfill Fund and such purchases or leases are made in compliance with the Virginia Public Procurement Act.

New Paragraph A (2)

The definition of "Operating Deficit" and the circumstances upon which an invoice will be required are subject to a financial policy adopted by the R-Board. The Board may also choose, should an invoice for a deficit become necessary, that the invoice for the deficit is not due until

the upcoming fiscal year of the City and County, as long as any debt service obligations of the City and County on behalf of the R-Board have been met.

Proposal – Changes to the Termination Clauses

The following proposal makes changes to the termination clauses that are found together in Paragraph 7 and Paragraph 8 of the current agreement.

The first set of changes relate to instituting a new paragraph for clarity, plus some sub-paragraphs. There is some re-drafting suggested for clarity.

The second set of changes are respectfully requested by the City as an amendment to the current agreement. Currently, if the City withdraws or the agreement terminates, then all of the value of the land and personal property of the R-Board are no longer split 50/50, but accrue 100% to Stafford County. However, the City maintains responsibility for any liability for closure, post-closure, corrective action costs, etc. which may either already be known or may arise from the joint operation of the landfill. The City requests consideration that this be amended to recognize the residual value of joint assets against the City's ongoing potential liabilities.

Paragraph 7. Landfill Property & Paragraph 8. Liabilities

Current:

Paragraph 7. Landfill Property

The Landfill site consists of approximately 800 acres in Stafford County owned jointly by the City and County, an 0.00866 parcel of land owned jointly by the County and City previously used as an animal shelter by the County, and an approximately 30 acre parcel owned by the County which was the site of the old Stafford landfill. The title to this property, with the exception of the 30 acre parcel which was the site of the old Stafford landfill, shall be held jointly by the County and the City, with each party owning an undivided one-half (1/2) interest. Neither of the parties shall have the right during the term of this Agreement to compel partition of the Landfill property. However, should the City desire at any time during the term of this Agreement to withdraw from the Board it shall sell its interest in the property jointly owned by the parties. The City shall provide the County with at least one hundred eighty (180) days written notice of its intent to withdraw from the Board and terminate this Agreement. In addition, upon the expiration of the term of this Agreement, the County shall have the right to acquire the City's interest in the Landfill property. In either event, at such time the City shall convey its undivided one-half interest in said property to the County at no cost. All personal property purchased from the Landfill Fund shall be owned equally by the parties, and upon the City's withdrawal from the Agreement or the termination of the Agreement the County shall take title to any such equipment at no cost.

Paragraph 8. Liability.

The City and the County agree to share equally in the liability for all damages, losses, expenses and judgments arising out of the operations of the Landfill, including closure, post-closure and corrective action costs associated with the 30-acre parcel which was the site of the old Stafford landfill regulated by Permit 74 issued by the Virginia Department of Environmental Quality. In consideration for the City assuming this additional liability, the County has contributed... This

paragraph shall survive the withdrawal by the City or the termination of the Agreement under paragraph 7.

New Paragraph 7 Landfill Property.

The Landfill site consists of approximately 800 acres in Stafford County owned jointly by the City and County, an 0.00866 parcel of land owned jointly by the County and City previously used as an animal shelter by the County, and an approximately 30 acre parcel owned by the County which was the site of the old Stafford landfill. The title to this property, with the exception of the 30 acre parcel which was the site of the old Stafford landfill, shall be held jointly by the County and the City, with each party owning an undivided one-half (1/2) interest. Neither of the parties shall have the right during the term of this Agreement to compel partition of the Landfill property.

New Paragraph 7.5 – Agreement Termination and Disposal of Landfill Property.

- A. *Withdrawal By City* - However, should the City desire at any time during the term of this Agreement to withdraw from the Board, ~~it shall sell its interest in the property jointly owned by the parties. The~~ the City shall provide the County with at least one hundred eighty (180) days written notice of its intent to withdraw from the Board and terminate this Agreement.
- B. *Termination of Agreement* - ~~In addition, upon~~ Upon the expiration of the term of this Agreement, the County shall have the right to acquire the City's interest in the Landfill property. In the event of either termination or withdrawal by the City, ~~In either event, at such time~~ the City shall convey its undivided one-half interest in said property to the County at no cost.
- C. *Personal Property Disposition* - All personal property purchased from the Landfill Fund shall be owned equally by the parties, and upon the City's withdrawal from the Agreement or the termination of the Agreement the County shall take title to any such equipment at no cost. (This paragraph reflects current language. The City has a new proposal – see below.)

Proposal

- 1) Should the Agreement terminate, Stafford County agrees to pay into the Landfill Fund, or its' successor, over the course of five years, an amount equal to one-half the value of personal property, which will be credited directly against any surviving liability of the City of Fredericksburg for Landfill operations, including closure, post-closure, corrective action, costs. This provision is not effective if the City withdraws voluntarily from the Agreement. (This would amend the Paragraph 7.5 – C above).
- 2) Stafford County agrees that if the Agreement is concluded under any circumstances, and the City's interest in real estate is conveyed to the County under the terms of this Agreement, any disposition of property that was jointly owned by the City and County will be conditioned. The condition is that one-half the value of the land will go towards the liquidation of any outstanding liability of the City of Fredericksburg related to the operation of the Board, not to exceed the value of the City's outstanding liability. The City Council may, at its discretion, waive this requirement (for example, if the land were to be used for a new public purpose). (This could be a new paragraph D).

Other proposals –

- 1) The City agrees that the extension of the term of agreement is in the best interest of both parties.
- 2) The City would like for the R-Board to adopt a tipping fee schedule for the City that is proportionally the same rate versus the retail rate that is charged effective July 1 of any fiscal year.

Commentary:

Both Mr. Withers and Mr. Kelly commented on the number of different formulas that the agreement includes for different scenarios. I highlight them here for reference only.

- 1) If Surplus > Board may distribute based on initial capital contribution Stafford 68% City 32%
- 2) If Operating Deficit > Parties split the deficit based on respective actual usage over preceding 12-months.
- 3) Liabilities are shared 50/50 – all damages, losses, expenses, and judgments, including closure, post-closure, and corrective action costs. Board membership is also 50/50.



Rappahannock Regional Solid Waste Management Board

489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

TO: R-Board Members

FROM: Keith Dayton
Deputy County Administrator

DATE: December 14, 2016

SUBJECT: **Proposed Amended FY2017 Budget**

During deliberations of the FY2017 budget, the R-Board determined that it would be fiscally responsible to request financing support from the City and County for completion of the closure of Cells B, C, and D, as well as for the purchase of a new Caterpillar bulldozer manufactured specifically for the handling of solid waste. In addition, the R-Board elected to acquire a heavier duty truck for the transportation of the compacted solid waste loads from the Belman convenience center to the Eskimo Hill landfill through a lease-purchase contract over five years.

The originally adopted budget included \$3 million in reserve funds for closure costs for Cells B, C, and D, and another \$461,500 for heavy equipment purchases. The conversion to financing allows the budgeted use of reserves for closure expenses to be reduced from \$3,000,000 to \$1,337,298, or a reduction of \$1,662,702. This includes the \$311,599 in debt service payments to the City and County. The new equipment cost is reduced from \$461,500 to \$78,741, representing a reduction of \$382,759. Total reductions for capital expenses in FY2017 as a result of these actions equal \$2,045,461. No other changes to expenditure categories are proposed in the amended budget.

The amended revenue budget includes minor revenue increase of \$6,000 to reflect the slightly higher actual litter grant award, and an additional \$40,000 from the increase in sludge revenues. The combination of capital expense reductions and revenue increases result in an amended use of \$930,139 from reserves, or a \$2,069,861 reduction. If our commercial collections continue as they have for the first five months of FY2017, it is possible to finish the year without drawing upon the reserve fund at all.

These amendments result in an amended proposed FY2016 budget of \$6,291,139. Staff recommends approval of RB16-14, adopting the FY2017 Amended R-Board budget.

KCD:kd

Attachments:
Proposed Amended FY2017 Budget
Resolution RB16-14



Rappahannock Regional Solid Waste Management Board

489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

RB16-14

PROPOSED
RAPPAHANNOCK REGIONAL
SOLID WASTE MANAGEMENT BOARD

RESOLUTION

At the regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) held in the Board of Supervisors Chambers, Stafford County Administration Center, 1300 Courthouse Rd., Stafford, Virginia, on the day of , 2016;

Members:

Vote:

Mathew J. Kelly, Chairman
Paul V. Milde, III, Vice-chairman
Timothy J. Baroody
Jack R. Cavalier
Keith C. Dayton
William C. Withers, Jr.

On motion of , seconded by , which carried by a vote of to , the following was adopted:

A RESOLUTION ADOPTING THE AMENDED FISCAL YEAR 2017 R-BOARD BUDGET

WHEREAS, the R-Board adopted an FY2017 Budget which included the use of reserve funds to complete deferred closure activities for Cells B, C and D, and acquired critical equipment that had been postponed in previous years; and

WHEREAS, the R-Board requested financing support from the City of Fredericksburg (City) and County of Stafford (County) to reduce the amount of reserve funds required to complete closure activities and acquire equipment; and

WHEREAS, the City and County provided financing support as requested after adoption of the FY2017 Budget; and

WHEREAS, the proposed FY2017 Amended Budget reduces capital expenses by including only the necessary debt service payments to the City and County for the closure costs and equipment purchase, the lease payment for the heavier roll-off transport truck, and increases the revenue budget lines for grant awards and landfilling municipal sludge;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the day of , 2016, that the proposed amended FY2017 budget presented herein and in the amount of Six Million, Two Hundred Ninety-one Thousand and One Hundred Thirty-nine Dollars (\$6,291,139), be and it hereby is approved.

A Copy, teste:

RAPPAHANNOCK REGIONAL SOLID WASTE
MANAGEMENT BOARD

Keith C. Dayton, Director

RAPPAHANNOCK REGIONAL LANDFILL						
FISCAL YEAR 2017 ADOPTED BUDGET						
		FY2016	FY2017	FY2017	Inc/Dec Amount	Inc/Dec %
		Adopted Budget	Adopted Budget	Amended Budget		
10-01	Salaries-Regular	1,260,536	1,283,000	1,283,000	0	0.0%
10-02	Salaries-Overtime	100,000	100,000	100,000	0	0.0%
10-03	Salaries-Part Time	65,416	65,416	65,416	0	0.0%
21-01	Social Security/Medicare	96,922	98,160	98,160	0	0.0%
22-10	VRS	136,667	122,530	122,530	0	0.0%
22-11	ICMA Hybrid Employer	0	1,500	1,500		0.0%
23-01	Anthem	357,959	362,650	362,650	0	0.0%
23-02	IBNR	0	0	0	0	0.0%
23-03	Opt-Out	1,000	2,000	2,000	0	0.0%
24-01	Life Insurance	15,088	16,800	16,800	0	0.0%
25-01	Unemployment	12,000	12,000	12,000	0	0.0%
25-21	Hybrid Disability Program	0	0	0	0	0.0%
27-20	Workers Compensation	53,109	53,109	53,109	0	0.0%
28-02	Compensated Absences	0	0	0	0	0.0%
28-05	Chg Post-retirement Benefit	0	25,000	25,000	0	0.0%
28-09	License/Certifications	3,500	3,500	3,500	0	0.0%
28-20	Education/Tuition Assist	1,500	1,500	1,500	0	0.0%
Subtotal Compensation		2,103,697	2,147,165	2,147,165	0	0.0%
Acquired Services						
30-15	Fees for Services	0	0	0	0	0.0%
31-08	Physical Exams	1,000	1,000	1,000	0	0.0%
31-20	Audit Fee's	17,000	17,000	17,000	0	0.0%
31-30	Management Services	275,000	250,000	250,000	0	0.0%
31-44	Environmental Monitoring	220,000	200,000	200,000	0	0.0%
31-50	Legal Services	19,500	19,500	19,500	0	0.0%
31-52	Permit Fee's	40,000	40,000	40,000	0	0.0%
31-63	Cleaning Services	0	0	0	0	0.0%
31-67	CFL & HHW Bulb Disposal	55,000	60,000	60,000	0	0.0%
31-68	Tire Disposal	55,000	45,000	45,000	0	0.0%
32-10	Temp Agencies	0	0	0	0	0.0%
Maintenance						
33-09	Facilities-Buildings	8,000	8,000	8,000	0	0.0%
33-10	Repairs & Maintenance	165,000	165,000	165,000	0	0.0%
33-20	Contracts	20,000	46,600	46,600	0	0.0%
Transportation						
34-05	Transportation	1,000	1,000	1,000	0	0.0%
35-01	Printing & Binding	10,000	8,800	8,800	0	0.0%
36-11	Public Notification	0	500	500	0	0.0%
36-12	Other	2,000	2,000	2,000	0	0.0%
39-10	Litter Control	70,000	75,000	75,000	0	0.0%
Internal Services						
40-07	Admin Charges-Fiscal Agnt	252,929	252,929	252,929	0	0.0%
Utilities, Vehicle Repair & Office						
51-10	Electrical	20,000	20,000	20,000	0	0.0%
51-30	Water & Sewer	6,000	6,000	6,000	0	0.0%
52-10	Postage	2,200	3,400	3,400	0	0.0%
52-30	Phone	16,000	16,000	16,000	0	0.0%
52-31	Mobile Phones	12,000	14,000	14,000	0	0.0%
52-38	VOIP Eqp Billing	8,000	8,000	8,000	0	0.0%
53-04	Property	44,000	44,000	44,000	0	0.0%
53-05	Motor Vehicle	27,500	27,500	27,500	0	0.0%
54-10	Equipment	8,000	6,000	6,000	0	0.0%
54-20	Building or Office	20,000	20,000	20,000	0	0.0%
Travel & Training						
55-10	Mileage/Parking/Tolls	1,000	1,000	1,000	0	0.0%
55-40	Seminars & Conferences	3,000	6,000	6,000	0	0.0%
55-41	Meeting Expenses	2,000	2,000	2,000	0	0.0%
58-01	Dues & Membership	1,500	2,000	2,000	0	0.0%
Contingency						
58-02	Contingency-General	0	0	0	0	0.0%
58-90	Asset Acq Contra Acct		0	0		
58-97	Depreciation Expenses	0	0	0	0	0.0%
58-98	Post Closure/Closure Cost	0	0	0	0	0.0%
Misc. Supplies						
60-01	Office	6,500	8,000	8,000	0	0.0%
60-03	Agricultural-Lawn Care	4,500	4,000	4,000	0	0.0%
60-05	Custodial-Janitorial	12,000	12,000	12,000	0	0.0%
60-07	Repairs & Maintenance	250,000	250,000	250,000	0	0.0%
60-08	Vehicle Fuels	300,000	275,000	275,000	0	0.0%
60-11	Uniform & Wearing Apparel	20,000	20,000	20,000	0	0.0%
60-12	Books/Subscrpts/Sf Media	1,000	1,000	1,000	0	0.0%
60-14	Operating	6,000	5,000	5,000	0	0.0%
60-20	Vehicle Parts & Tires	30,000	35,000	35,000	0	0.0%
60-31	Machinery & Equipment	10,000	10,000	10,000	0	0.0%
60-32	Furniture & Fixtures	1,500	1,500	1,500	0	0.0%
60-33	Communications Equipment	500	500	500	0	0.0%
60-34	Computer Equipment	1,500	1,500	1,500	0	0.0%
60-47	Site Improvements	105,000	75,000	75,000	0	0.0%
60-99	Miscellaneous	0	0	0	0	0.0%
Subtotal Operations		2,131,129	2,066,729	2,066,729	0	0.0%
Capital Costs						
81-01	Machinery & Equipment (Repair)	101,578	101,206	101,206	0	0.0%
82-01	Machinery & Equipment (New)	96,236	461,500	78,741	(382,759)	(82.9)%
82-11	Improvements to Site (Cell F2 Debt Srvc)	98,481	560,000	560,000	0	0.0%
82-12	Improvements to Building	67,050	0	0	0	0.0%
82-13	Road Improvements	13,857				
82-15	Cell Imprvmnts (Closure Cells B,C,D&E)	132,349	3,000,000	1,337,298	(1,662,702)	(55.4)%
97-02	Loss on Disposal of F.A.	0	0	0	0	0.0%
Subtotal Capital		509,551	4,122,706	2,077,245	(2,045,461)	(49.6)%
TOTAL		4,744,377	8,336,600	6,291,139	(2,045,461)	(24.5)%

RAPPAHANNOCK REGIONAL LANDFILL
FISCAL YEAR 2017
AMENDED REVENUE BUDGET

		Adopted <u>FY16 Budget</u>	Adopted <u>FY17 Budget</u>	Proposed/Amended <u>FY17 Budget</u>	Inc/Dec <u>Amount</u>	Inc/Dec <u>Percent</u>
315.01-02	Interest	\$ 25,000	\$ 15,000	\$ 15,000	\$ -	0%
316.25-01	Recycling	\$ 286,675	\$ 120,000	\$ 120,000	\$ -	0%
316.25-02	Commercial	\$ 3,433,000	\$ 4,100,000	\$ 4,100,000	\$ -	0%
324.04-07	Grants	\$ 20,000	\$ 20,000	\$ 26,000	\$ 6,000	30%
	Residential Fees	\$ 750,000	\$ 600,000	\$ 600,000	\$ -	0%
		\$ -	\$ -	\$ -	\$ -	
324.04-07	Municipal	\$ -	\$ -	\$ -	\$ -	
316.25-25-04	Fredericksburg	\$ 170,000	\$ 170,000	\$ 170,000	\$ -	0%
316.25-25-03	Stafford	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	0%
318.92-30	Sludge/Utilities	\$ 145,000	\$ 160,000	\$ 200,000	\$ 40,000	25%
	Ameresco Lease	\$ 68,000	\$ 45,000	\$ 45,000	\$ -	0%
	Milestone Lease	\$ -	\$ 40,000	\$ 40,000	\$ -	0%
	Intradepartmental	\$ 10,000	\$ 5,000	\$ 5,000	\$ -	0%
	Subtotal	\$ 4,947,675	\$ 5,315,000	\$ 5,361,000	\$ 46,000	1%
341.06-00	Prior Yr Fund Balance	\$ 1,067,000	\$ 3,000,000	\$ 930,139	\$ (2,069,861)	-69%
		\$ 6,014,675	\$ 8,315,000	\$ 6,291,139	\$ (2,023,861)	-24%



Rappahannock Regional Solid Waste Management Board

489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

To: R-Board Members

From: Keith Dayton, Director

Date: November 16, 2016

RE: Commercial Business Requests for Resident Annual Pass

The R-Board adopted a resident fee program for use of the convenience centers at the main landfill site at Eskimo Hill Road and the location in the City on Belman Road. The program precludes use of the convenience centers by commercial customers, who are directed to the commercial facilities at the landfill.

The R-Board adopted a policy to grant exceptions to the prohibition of use of resident facilities by commercially registered vehicles at the April 2015 meeting with the following conditions:

- Vehicles shall only transport the customer's personal household waste.
- There shall be no commercial labeling on the vehicles.
- Customers must sign a form agreeing to deliver only their personal household waste.
- Customers granted this exception shall come to the R-Board main office to have the vehicle(s) inspected and pick up their pass. Our other sales locations will not offer this service.

Customers approved by the R-Board for this exception are allowed to receive an annual pass in following years without having to reapply. Staff has received three new requests for a 2017 annual pass. Details are provided below

1. John W. Skinner
Clark Construction
Home: 2 Camelot Ct., Fredericksburg, VA 22405
Phone: 202-497-2669

Mr. Skinner advises that he drives a company truck provided by his business which he uses as his primary vehicle. Mr. Skinner's commercially registered vehicle is labeled with his company name, although he agrees to only dispose of his household trash.

2. Mike Welsh
Allied Equipment Company, LLC
127 Shumate Ln.
Fredericksburg, VA 22406
Phone: 540-841-2808

Mr. Welsh also drives a vehicle with company labeling, but states he will only dispose of his residential waste. He stated he will cover the labeling when visiting the landfill.

3. Jane Gallagher
United Sprinkler
54 Dobe Point Road
Stafford, VA 22554



Rappahannock Regional Solid Waste Management Board

489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

Ms. Gallagher is assigned an obsolete vehicle without company labeling that her family uses for household chores, including disposing of their household solid waste. This request is consistent with previous requests for commercial exceptions.

Staff requests that the R-Board indicate its decision to these requests by motion, and we will contact the individuals accordingly.

KCD:kd