

**LINCOLN COUNTY CONSORTIUM FOR
SOLID WASTE MANAGEMENT**

**DRAFT FULL
BUDGET COMMITTEE PACKET**

BUDGET FOR FISCAL YEAR 2024-25

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***Meeting: May 20, 2024, Commissioner's Conference Room, Lincoln County
Courthouse Room 108, 12:00 noon***

**LINCOLN COUNTY CONSORTIUM FOR
SOLID WASTE MANAGEMENT**

BUDGET MEETING AGENDA

May 20, 2024

12:00 pm (Noon)

- I. Open Meeting – Budget Officer
- II. Introduce Budget Committee Members/Establish Quorum
 - Motion to Appoint Budget Committee Members Present at Meeting
- III. Elect Budget Committee Officers
 - 1. Chair
 - 2. Secretary
- IV. Budget Message and Introductory Comments FY 2024-25
 - Budget Officer
- V. Questions and Comments from Budget Committee Members
- VI. Public Input on the Budget
- VII. Budget Committee Discussion of the Proposed FY 2024-25 Budget
- VIII. Motion to approve the FY 2024-25 Budget as may be amended during these budget meetings

LINCOLN COUNTY CONSORTIUM FOR SOLID WASTE MANAGEMENT

BUDGET MESSAGE FOR FISCAL YEAR 2024-25

The FY 2024-25 budget year will return to a more formal budgeting process for the Lincoln County Consortium for Solid Waste Management (The Consortium). In prior year budgets, when expenditures were primarily based on maintenance activities, the Consortium was able to operate on the Auditor's advice which did not require as formal a process for budget adoption.

The intent now is to move into a more strategic planning phase for the eventual completion of the DEQ 30-year Post Closure Permit. In the summer of 2023, the consortium began the first in a series of landfill well studies to better understand long term needs and cost strategies for leachate pumping. Also in summer of 2023, the landfill's old baler building was found to be no longer structurally sound and needed to be demolished. These 'new' costs will be realized in both FY 2023-24 and FY 2024-25. To this end, preparation activities, such as building demolition and non-routine engineering studies means the Consortium is moving away from the predictable maintenance costs and must now anticipate the potential for annual budget fluctuations. Hence, the Consortium desires to return to more standard budgeting processes.

The Consortium continues to estimate and provide for operational/monitoring costs in accordance with the final closure permit issued through the Oregon Department of Environmental Quality (DEQ) for the closed Agate Beach landfill site. Permit No. 373, Agate Beach Landfill, was originally issued on December 27, 1997, and initially required monitoring and on-going operational activities through 2007. The Consortium has applied for updates and been approved for another 10-year permitting period ending in February 2029.

The Consortium continues to retain engineering services from WSP and Vista Engineering:

- WSP works in cooperation with DEQ to perform studies of leachate pumping and groundwater monitoring at the landfill for the protection of human health and the environment.
- Vista Engineering works on financial assurance reporting.

The Consortium continues to maintain its pollution liability insurance policy to protect against third party claims should there be a leak or failure of the landfill infrastructure. A lump sum expenditure to renew the policy for five years was last paid in FY 2022-23. The policy will not need to be renewed again until FY 27-28.

The budget provides appropriation projections for your review. The proposed budget was prepared based on revenues from reserves and the surcharges instituted by the members. Existing reserves are believed to be sufficient fund maintenance and operations contingencies for FY 2024-25 and beyond. As there are no personal services requested or budgeted, there are no minimum or maximum salaries included in the budget. As this is a new budget format, we show the operating Fiscal Year 2023-24 budget, the projected 2023-24 Year End Estimates, and the proposed figures for Fiscal Year 2024-25.

The 2024-25 Budget has been prepared using budgetary practices and techniques guided by Oregon Revised Statutes (ORS) 294.305 to 294.565. The budget meeting will provide a forum for discussion of the budget and for development of the Consortium's fiscal policies and program directions. Other matters will be discussed and outlined as the meeting progresses.

DATED: April 25, 2024

Budget Officer

**LINCOLN COUNTY CONSORTIUM FOR
SOLID WASTE MANAGEMENT**

**BUDGET COMMITTEE
Membership
(confirmed 3/28/2024)**

Depoe Bay:	Kim Wollenburg recorder@cityofdepoebay.org
Lincoln County:	Mikel Diwan mdiwan@co.lincoln.or.us
Newport:	Janet Webster Jlgwebster113@gmail.com
Toledo:	Stu Strom portman47@hotmail.com
Lincoln City:	Scott Morgan smorgan@lincolncity.org
Siletz:	N/A

BUDGET WORKSHEET DRAFT

Fund: 123 - LINCOLN COUNTY SOLID WASTE CONSORTIUM FUND

ACCOUNT #		2022-23 Actual	2023-2024 Proposed Budget	2023-2024 Year End Estimate	2024-25 Proposed Budget
Department: 123 - SOLID WASTE CONSORTIUM					
REVENUE					
123-123-3666 REIMB. FROM MEMBER AGENCIES	REIMB. FROM MEMBER AGENCIES	169,699	145,000	123,000	143,500
123-123-4000 BEGINNING BALANCE	BEGINNING FUND BALANCE	-	16,279	16,279	16,279
123-123-4000 BEG BAL-POLLUTION INS PREPAID					
TOTAL REVENUE		169,699	161,279	139,279	
MATERIALS & SERVICES					
123-123-9100 GENERAL OPERATIONAL COSTS	General Operations - Maintenance/Repair Co:	20,623	40,000	10,000	12,000
123-123-9200 POLLUTION LIABILITY INSURANCE	Bonding and Insurance	49,936	10,000	3,500	5,000
123-123-9300 SEWER FEES	Utilities	64,740	70,000	50,000	52,200
123-123-9400 ANNUAL REPORT/ENG. COSTS	Engineering/Professional Services	-		32,500	35,500
123-123-9500 MONITORING COSTS	Testing/Permits/Fees	18,121	25,000	6,000	6,300
123-123-96000	Special Projects			21,000	34,000
TOTAL MATERIALS & SERVICES		153,420	145,000	123,000	145,000
TOTAL FUND 123		153,420	145,000	123,000	145,000
REVENUE OVER (UNDER) EXPENDITURES		16,279	16,279	16,279	(145,000)

* NOTE: every 5 years large 50K payment payable in that fiscal year. Next is 2027

SOLID WASTE CONSORTIUM

Meeting: 3/28/2024

Fiscal YEAR 2023-2024

BILLS / PAYMENTS

<u>ORDER DATE</u>	<u>VENDOR</u>	<u>PAYMENT AMOUNT</u>	<u>MEMBER</u>	<u>PAYMENT DUE</u>	<u>PERCENTAGE</u>
Monday, July 10, 2023	CENTRAL LINCOLN PUD	182.97	LINCOLN COUNTY	3,386.23	22.40%
	CENTURY LINK	-	NEWPORT	6,394.53	42.30%
	CNA SURITY	600.00	LINCOLN CITY	3,824.63	25.30%
	CITY OF NEWPORT	13,854.13	TOLEDO	952.38	6.30%
	PUMPRO	480.00	DEPOE BAY	559.33	3.70%
	WSP USA	-			
ORDER TOTAL		\$ 15,117.10	TOTAL	\$ 15,117.10	100.00%

<u>ORDER DATE</u>	<u>VENDOR</u>	<u>PAYMENT AMOUNT</u>	<u>MEMBER</u>	<u>PAYMENT DUE</u>	<u>PERCENTAGE</u>
Friday, August 4, 2023	CENTRAL LINCOLN PUD	166.56	LINCOLN COUNTY	3,299.26	22.40%
	CENTURY LINK	61.26	NEWPORT	6,230.31	42.30%
	CIS INSURANCE SVC	2,508.64	LINCOLN CITY	3,726.40	25.30%
	CITY OF NEWPORT	5,312.88	TOLEDO	927.92	6.30%
	DEQ	529.13	DEPOE BAY	544.97	3.70%
	PUMPRO	-			
	WSP USA	4,355.01			
	WSP USA	1,795.38			
ORDER TOTAL		\$ 14,728.86	TOTAL	\$ 14,728.86	100.00%

<u>ORDER DATE</u>	<u>VENDOR</u>	<u>PAYMENT AMOUNT</u>	<u>MEMBER</u>	<u>PAYMENT DUE</u>	<u>PERCENTAGE</u>
Friday, September 8, 2023	CENTRAL LINCOLN PUD	198.50	LINCOLN COUNTY	1,778.47	22.40%
	CENTRAL LINCOLN PUD	185.03	NEWPORT	3,358.46	42.30%
	CENTURY LINK	126.34	LINCOLN CITY	2,008.72	25.30%
	CITY OF NEWPORT	5,740.46	TOLEDO	500.20	6.30%
	PUMPRO	360.00	DEPOE BAY	293.76	3.70%
	PUMPRO	600.00			
	WSP USA	729.28			
		-			
ORDER TOTAL		\$ 7,939.61	TOTAL	\$ 7,939.61	100.00%

<u>ORDER DATE</u>	<u>VENDOR</u>	<u>PAYMENT AMOUNT</u>	<u>MEMBER</u>	<u>PAYMENT DUE</u>	<u>PERCENTAGE</u>
Tuesday, October 10, 2023	CENTRAL LINCOLN PUD	169.99	LINCOLN COUNTY	1,183.11	22.40%
	CENTURY LINK	130.24	NEWPORT	2,234.19	42.30%
	CITY OF NEWPORT	4,981.52	LINCOLN CITY	1,336.28	25.30%
			TOLEDO	332.75	6.30%
			DEPOE BAY	195.42	3.70%
		-			
ORDER TOTAL		\$ 5,281.75	TOTAL	\$ 5,281.75	100.00%

<u>ORDER DATE</u>	<u>VENDOR</u>	<u>PAYMENT AMOUNT</u>	<u>MEMBER</u>	<u>PAYMENT DUE</u>	<u>PERCENTAGE</u>
Tuesday, November 7, 2023	CENTURY LINK	69.23	LINCOLN COUNTY	2,342.30	22.40%
	CENTRAL LINCOLN PUD	163.88	NEWPORT	4,423.18	42.30%
	CITY OF NEWPORT	3,736.08	LINCOLN CITY	2,645.54	25.30%
	HOWRY INDUSTRIES	2,005.00	TOLEDO	658.77	6.30%
	PUMPRO	480.00	DEPOE BAY	386.90	3.70%
	WSP USA	4,002.50			
		-			
ORDER TOTAL		\$ 10,456.69	TOTAL	\$ 10,456.69	100.00%

<u>ORDER DATE</u>	<u>VENDOR</u>	<u>PAYMENT AMOUNT</u>	<u>MEMBER</u>	<u>PAYMENT DUE</u>	<u>PERCENTAGE</u>
Wednesday, December 13, 2023	CENTURY LINK	65.41	LINCOLN COUNTY	1,132.04	22.40%

	CENTRAL LINCOLN PUD	135.60	NEWPORT	2,137.73	42.30%
	CITY OF NEWPORT	252.74	LINCOLN CITY	1,278.60	25.30%
	VISTA GEOENVIRONMENTAL	4,600.00	TOLEDO	318.39	6.30%
			DEPOE BAY	186.99	3.70%
		-			
ORDER TOTAL		\$ 5,053.75	TOTAL	\$ 5,053.75	100.00%

ORDER DATE	VENDOR	PAYMENT AMOUNT	MEMBER	PAYMENT DUE	PERCENTAGE
Friday, January 5, 2024	CENTURY LINK	65.41	LINCOLN COUNTY	849.52	22.40%
	CENTRAL LINCOLN PUD	134.00	NEWPORT	1,604.23	42.30%
	CITY OF NEWPORT	252.74	LINCOLN CITY	959.50	25.30%
	ALS GROUP	90.00	TOLEDO	238.93	6.30%
	WSP USA	3,250.35	DEPOE BAY	140.32	3.70%
		-			
ORDER TOTAL		\$ 3,792.50	TOTAL	\$ 3,792.50	100.00%

ORDER DATE	VENDOR	PAYMENT AMOUNT	MEMBER	PAYMENT DUE	PERCENTAGE
Tuesday, February 6, 2024	CENTURY LINK	65.45	LINCOLN COUNTY	765.45	22.40%
	CENTRAL LINCOLN PUD	133.98	NEWPORT	1,445.46	42.30%
	WSP USA	191.90	LINCOLN CITY	864.55	25.30%
	CITY OF NEWPORT	252.74	TOLEDO	215.28	6.30%
	WSP USA	1,356.80	DEPOE BAY	126.44	3.70%
	HOWRY INDUSTRIES	765.00			
	OR GOV ETHICS COMM	151.31			
	AOC	500.00			
		-			
ORDER TOTAL		\$ 3,417.18	TOTAL	\$ 3,417.18	100.00%

ORDER DATE	VENDOR	PAYMENT AMOUNT	MEMBER	PAYMENT DUE	PERCENTAGE
Monday, March 4, 2024	CENTURY LINK	65.45	LINCOLN COUNTY	638.03	22.40%
	CENTRAL LINCOLN PUD	134.01	NEWPORT	1,204.84	42.30%
	WSP USA	2,396.13	LINCOLN CITY	720.63	25.30%
	CITY OF NEWPORT	252.74	TOLEDO	179.44	6.30%
		-	DEPOE BAY	105.39	3.70%
		-			
ORDER TOTAL		\$ 2,848.33	TOTAL	\$ 2,848.33	100.00%

ORDER DATE	VENDOR	PAYMENT AMOUNT	MEMBER	PAYMENT DUE	PERCENTAGE
Thursday, April 4, 2024	CENTURY LINK	-	LINCOLN COUNTY	-	22.40%
	CENTRAL LINCOLN PUD	-	NEWPORT	-	42.30%
	WSP USA	-	LINCOLN CITY	-	25.30%
	CITY OF NEWPORT	-	TOLEDO	-	6.30%
	WSP USA	-	DEPOE BAY	-	3.70%
	HOWRY INDUSTRIES	-			
	OR GOV ETHICS COMM	-			
	AOC	-			
		-			
ORDER TOTAL		\$ -	TOTAL	\$ -	100.00%

LINCOLN COUNTY CONSORTIUM FOR SOLID WASTE MANAGEMENT

BUDGET NOTES

For Current Fiscal Year 2023-24

- Electrical and sewerage fees are expected to be lower than in past years due to the leachate pumps being turned off during the well study.
- Engineering costs are expected to be higher than in past years due to:
 - The well leachate study included additional testing, review, and reporting.
 - The Financial Assurance Report from 2022 was published late and hence, engineering fees for both 2022's and 2023's Financial Assurance landed in FY 2023-24.
 - One well, which is located within the driving lanes to the transfer station was damaged and repaired during previous years. The engineer needed to re-establish the well's elevation to be accurate for well studies and reporting.
- Landfill landscape maintenance are expected to be higher than in past years due to:
 - Larger equipment was needed to mow the mound due to multiple years of overgrowth.
 - A severely overgrown pathway was cut to the remote wells
 - Rock was used to armor a small landfill scar (damage from years of heavy rainfall).
- The antiquated old baler building became unsafe. Demolition was started in FY 2023-24 to render the building safe. Final cleanup costs will continue into FY 2024-25.

For Fiscal Year 2024-25

- For the new budget process, the characterization of each of the budget lines were updated. This did not necessarily move or remove items expended in those lines, but rather provided a more detailed category description for each line item.
- Fees for sewage and electrical services will continue to fluctuate as the well study continues over the year.
- For the antiquated old baler building demolition, about 2/3 of the total anticipated costs will continue into FY 2024-25.

LINCOLN COUNTY CONSORTIUM FOR SOLID WASTE MANAGEMENT

NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the Lincoln County Consortium for Solid Waste Management to discuss the budget for Fiscal Year July 1, 2024 to June 30, 2025, will be held at the **Lincoln County Commissioners' Conference Room**, Lincoln County Courthouse, 225 W. Olive Street, Newport, Oregon, on **May 20, 2024**, at **12:00 p.m.** The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after April 29, 2024, at Lincoln County Solid Waste District Office,

880 NE 7th St, Newport, Oregon, between the hours of 8:30 a.m.-12:00 p.m. and 1:00 p.m.-5:00 p.m., Monday through Thursday. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

PUBLISH: April 24, 2024