

Fund 517 – Sanitation



	FY 2004	FY 2005		FY 2006 Adopted	
	Actual	Original	Amended		Projected
Taxes	0	0	0	0	0
Licenses and Permits	0	0	0	0	0
Intergovernmental	0	0	0	0	0
Charges for Services	2,579,702	2,658,665	2,658,665	2,668,934	2,748,825
Fines and Forfeitures	0	0	0	0	0
Internal Services	22,562	21,869	21,869	22,039	21,533
Special Assessments	597	0	0	0	0
Investment Earnings	8,151	14,000	14,000	11,720	11,954
Miscellaneous Revenue	46,894	44,375	44,375	44,604	43,286
Subtotal Operating Revenue	2,657,906	2,738,909	2,738,909	2,747,297	2,825,598
Proceeds from Long-term Debt	0	0	0	0	0
Transfers - In From Other Funds	1,192	0	2,267	2,267	0
Total Revenue	2,659,098	2,738,909	2,741,176	2,749,564	2,825,598

Personal Services	945,362	1,029,060	1,029,060	897,728	1,065,868
Supplies & Materials	98,148	86,800	86,800	110,056	186,457
Purchased Services	846,430	694,618	694,618	656,438	711,645
Other Costs	309,205	0	0	0	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	577,702	582,244	582,244	573,843	601,744

Subtotal Operating Expenses 2,776,847 2,392,722 2,392,722 2,238,065 2,565,714

Debt Service - Principal	0	0	0	0	0
Capital Outlay	368,290	315,610	739,790	240,232	313,390
Transfers - Out to Other Funds	13,490	13,490	13,490	13,490	13,490

Total Expenditures 3,158,627 2,721,822 3,146,002 2,491,787 2,892,594

Revenue Over (Under) Expenditures (499,529) 17,087 (404,826) 257,777 (66,996)
 add (deduct) Net Changes in Reserves 57,938 (28,443) (28,443) (28,443) 0

Net Change in the Unreserved Balance (441,591) (11,356) (433,269) 229,334 (66,996)

Reserves					
Beginning Balance - July 1	252,245	444,307	444,307	194,307	222,750
Net Change	(57,938)	28,443	28,443	28,443	0
Ending Balance - June 30	194,307	472,750	472,750	222,750	222,750

Unreserved Balance					
Beginning Balance - July 1	749,472	89,076	89,076	307,881	537,215
Net Change	(441,591)	(11,356)	(433,269)	229,334	(66,996)
Ending Balance - June 30	307,881	77,720	(344,193)	537,215	470,219



Fund Purpose

The Sanitation Fund is administered by the Public Works Director. This fund accounts for the revenue and expenditures of the Sanitation Division. The Sanitation Division is responsible for the collection and transportation of solid waste from approximately 13,743 residential and 1,467 commercial customers to approved disposal sites. Nearly 32,500 tons of solid waste are collected and disposed of annually. The fund provides recycling options for sanitation customers and the general public.

The majority of revenue for this fund is derived from fees to customers for residential and commercial collection and disposal services. This budget includes a 3% increase in commercial and residential rates to fund increased costs for salaries, fuel, and landfill fees.

The Sanitation Fund has five divisions. The divisions are:

- **Central Garage/Equipment Revolving**
The Central Garage Division administers replacement services for all major vehicles and equipment of the City. Machinery and equipment scheduled for replacement are addressed through this budget.
- **Sanitation – Administration**
The Sanitation Administration function provides supervision to both residential and commercial solid waste collection, disposal and city recycling activities
- **Sanitation - Commercial**
The Commercial Division is responsible for the collection and transportation of solid waste from commercial customers to approved disposal sites. Commercial customers are serviced with automated collection equipment. Container sizes range from one cubic yard to forty cubic yards, allowing customers to select the container size and level of service which best meets their requirements. Commercial service is also provided to 20 divisions of City departments.
- **Sanitation - Residential**
The Residential Division is responsible for the collection and transportation of solid waste from residential customers to approved disposal sites. Containers are provided to customers and refuse is collected weekly with an automated collection system. Customers with brush or material too large to place in the automated system containers are serviced weekly with a manual loading collection system. Recycling and composting options are also available to customers.
- **Sanitation – City Recycling Center**
The City Recycling Center serves as a recycling and transfer facility for solid waste. The Center is open five days a week and is open to the general public. The center accepts municipal household waste as well as motor oil, yard trimmings, white goods and other nonhazardous wastes. These wastes are separated for recycling, composting or land filling and transferred to approved locations. Additionally, the Center provides recycling at citywide locations using movable recycling containers, which are unloaded at approved recycling centers.

The Sanitation Fund organizational chart is in the Organization Section – Public Works Department.

Fund 517 – Sanitation



Central Garage/Equipment Revolving Budget Highlights

Central Garage/Equipment Revolving is administered by the Public Works Department.

<i>Central Garage - Equipment Revolving</i> Public Works Department	FY 2004	FY 2005		FY 2006	
	Actual	Original	Amended	Projected	Adopted
Personal Services	0	0	0	0	0
Supplies & Materials	4,340	0	0	0	0
Purchased Services	0	0	0	0	0
Other Costs	0	0	0	0	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	0	0	0	0	0
Subtotal Operating Expenses	4,340	0	0	0	0
Debt Service - Principal	0	0	0	0	0
Capital Outlay	275,810	10,610	139,302	128,692	23,390
Total Central Garage - Equipment Revolving	280,150	10,610	139,302	128,692	23,390

Machinery and equipment scheduled for replacement are treated as withdrawals from the Equipment Revolving Schedule reserves and appropriated in this budget.

Major Accomplishments – Goals & Objectives

This budget only deals with scheduled transactions for machinery & equipment purchases. Statements of accomplishment, goals, objectives and policies are not applicable.

Sanitation - Administration Budget Highlights

<i>Sanitation - Administration</i> Public Works Department	FY 2004	FY 2005		FY 2006	
	Actual	Original	Amended	Projected	Adopted
Personal Services	164,267	175,621	175,621	162,626	185,927
Supplies & Materials	7,050	7,300	7,300	6,933	8,829
Purchased Services	31,927	15,425	15,425	13,673	14,475
Other Costs	0	0	0	0	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	139,018	147,902	147,902	145,765	159,755
Subtotal Operating Expenses	342,262	346,248	346,248	328,997	368,986
Debt Service - Principal	0	0	0	0	0
Capital Outlay	0	150,000	334,550	2,055	100,000
Total Sanitation - Administration	342,262	496,248	680,798	331,052	468,986

Goals & Objectives

Major Accomplishments - In the Past Year

- Purchased residential and commercial containers to maintain replacement container inventories.
- Provided curbside newsprint collection for residential customers in Bel-View Palisades/West Hill Additions.
- Made presentations on recycling and composting at local schools.
- Placed annual holiday collection schedules in the utility billing system.
- Updated collection routes and brochures.



Sanitation – Administration (continued)
Priority Goals & Objectives - For the Upcoming Year

- Expand yard waste collection/recycling programs.
- Enhance public awareness of solid waste issues through education programs.
- Continue curbside collection of newsprint.
- Continue post consumer glass collection.

Sanitation - Commercial
Budget Highlights

<i>Sanitation - Commercial</i> Public Works Department	FY 2004	FY 2005		FY 2006	
	Actual	Original	Amended	Projected	Adopted
Personal Services	266,387	285,500	285,500	216,968	294,065
Supplies & Materials	38,278	36,400	36,400	42,878	82,640
Purchased Services	229,185	190,938	190,938	185,358	192,195
Other Costs	0	0	0	0	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	144,259	161,364	161,364	157,899	166,906
Subtotal Operating Expenses	678,109	674,202	674,202	603,103	735,806
Debt Service - Principal	0	0	0	0	0
Capital Outlay	29,456	50,000	84,442	50,000	40,000
Total Sanitation - Commercial	707,565	724,202	758,644	653,103	775,806

Goals & Objectives

Major Accomplishments - In the Past Year

- Provided service for the Christmas Stroll, Taste of the Falls, Art in the Park, the Downtown Sidewalk Sale, several parades, and other events.
- Successfully bid on several major commercial accounts.
- Provided recycling services to commercial cardboard generators.
- Reduced inventory of old commercial containers no longer reusable.

Priority Goals & Objectives - For the Upcoming Year

- Increase commercial service accounts by 2%.
- Continue efficiency studies of existing commercial collection routes.
- Explore waste reduction options for commercial customers.
- Recommend self-contained compactors in Great Falls Middle Schools for more efficiency and cost savings.
- Explore waste reduction and diversion opportunities.

Fund 517 – Sanitation



Sanitation - Residential Budget Highlights

<i>Sanitation - Residential</i> Public Works Department	FY 2004	FY 2005		FY 2006	
	Actual	Original	Amended	Projected	Adopted
Personal Services	397,460	471,142	471,142	414,883	484,178
Supplies & Materials	40,162	37,100	37,100	53,557	85,043
Purchased Services	469,921	385,065	385,065	373,309	398,720
Other Costs	0	0	0	0	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	241,289	220,877	220,877	220,877	216,560
Subtotal Operating Expenses	1,148,832	1,114,184	1,114,184	1,062,626	1,184,501
Debt Service - Principal	0	0	0	0	0
Capital Outlay	63,024	55,000	56,496	54,685	50,000
Total Sanitation - Residential	1,211,856	1,169,184	1,170,680	1,117,311	1,234,501

Goals and Objectives

Major Accomplishments - In the Past Year

- Provided curbside collection of newspaper.

Priority Goals & Objectives - For the Upcoming Year

- Provide curbside collection of newspaper.
- Increase residential customers by 2%.
- Provide uninterrupted brushing service during peak summer collections.
- Expand waste reduction options to customers.
- Continue efficiency studies of existing residential collection routes.
- Promote better customer service.
- Inform customers of alternatives for disposal of yard waste.
- Explore waste reduction and diversion opportunities.

Sanitation – City Recycling Center Budget Highlights

<i>Sanitation - City Recycling Center</i> Public Works Department	FY 2004	FY 2005		FY 2006	
	Actual	Original	Amended	Projected	Adopted
Personal Services	117,248	96,797	96,797	103,251	101,698
Supplies & Materials	8,318	6,000	6,000	6,688	9,945
Purchased Services	115,397	103,190	103,190	84,098	106,255
Other Costs	0	0	0	0	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	46,395	43,026	43,026	40,227	48,763
Subtotal Operating Expenses	287,358	249,013	249,013	234,264	266,661
Debt Service - Principal	0	0	0	0	0
Capital Outlay	0	50,000	125,000	4,800	100,000
Total Sanitation - City Recycling Center	287,358	299,013	374,013	239,064	366,661



Sanitation – City Recycling Center

Goals and Objectives

Major Accomplishments - In the Past Year

- Received 257 tons of cardboard, 300 tons of newsprint, 5 tons of aluminum cans, 6,800 gallons of used motor oil, 5 tons of office paper, 23 tons of magazines, 50 tons of scrap steel-iron mixture and 70 tons of white goods, all of which were transferred to approved recycling locations.
- Diverted 1,100 tons of solid waste from the landfill.
- Continued the Christmas tree recycling project, which collected 2,300 trees for composting and 651 seedling certificates were given to participants. Local Fish, Wildlife and Parks were involved in the project.

Priority Goals & Objectives - For the Upcoming Year

- Promote use of the facility through public education.
- Reduce disposal costs through waste separation efforts.