

## Ramsey/Washington Recycling & Energy Board

<b>JOINT ACTIVITIES</b>	<b>2022 Approved Budget</b>	<b>2023 Approved Budget</b>	<b>2023 Proposed Budget</b>	<b>Change in Budget</b>
<b>APPROPRIATIONS:</b>				
Project Management	2,729,727	2,519,454	2,729,454	210,000
Non-Residential Recycling	4,090,000	4,090,000	4,050,000	(40,000)
Community Waste Solution	795,000	795,000	625,000	(170,000)
Food Scrap Recycling	1,468,000	2,500,000	2,500,000	-
General Outreach	605,000	605,000	605,000	-
Policy Evaluation	1,020,000	1,100,000	1,100,000	-
Total Appropriations	<u>10,707,727</u>	<u>11,609,454</u>	<u>11,609,454</u>	<u>-</u>
<b>REVENUE:</b>				
Washington County	2,891,086	3,134,553	3,134,553	-
Ramsey County	7,016,641	8,474,901	8,474,901	-
Anticipated Carryover Funds RC Addition P	800,000	-	-	-
Total Revenue	<u>10,707,727</u>	<u>11,609,454</u>	<u>11,609,454</u>	<u>-</u>
<b>TOTAL</b>				
Appropriations	10,707,727	11,609,454	11,609,454	-
Revenue	10,707,727	11,609,454	11,609,454	-
Surplus/(Deficit)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

## Ramsey/Washington Recycling & Energy Board Joint Activities

Account	Description	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
<b>APPROPRIATIONS:</b>					
<b>PROJECT MANAGEMENT</b>					
411101	Salaries Permanent	1,016,647	1,038,685	1,180,685	142,000
411103	Salaries Temporary	15,000	15,000	15,000	-
411201	PERA	76,249	77,901	88,401	10,500
411202	Fica - OASDI	61,899	63,221	71,721	8,500
411203	FICA - HI	15,007	15,328	17,328	2,000
411301	Health & Dental Ins	250,809	275,890	321,390	45,500
411306	Life Ins	1,405	1,546	1,546	-
411307	Long Term Disability Ins	1,716	1,888	1,888	-
411410	Cell Phone Reimbursement	7,920	7,920	9,420	1,500
421101	Accounting & Auditing Services	110,000	110,000	110,000	-
421102	Auditor	26,000	26,000	26,000	-
421110	Fiscal agent Fees	30,000	30,000	30,000	-
421208	County Attorney	85,000	85,000	85,000	-
421401	Computer Maintenance and Other	656,100	395,100	395,100	-
421501	Consulting	225,000	225,000	225,000	-
421511	Partnership on Waste and Energy Contribution	83,250	83,250	83,250	-
421525	Recruitment Services	1,000	1,000	1,000	-
421603	Printing	4,500	4,500	4,500	-
421701	Postage	2,000	2,000	2,000	-
423111	Employee Development	4,000	4,000	4,000	-
423309	Records Storage	275	275	275	-
424302	Membership & Dues	8,600	8,600	8,600	-
424303	Conference & Seminar	20,000	20,000	20,000	-
424304	Other Travel	20,000	20,000	20,000	-
424305	Meeting Expense	2,000	2,000	2,000	-
424501	Mileage	4,500	4,500	4,500	-
424507	Messenger Service	350	350	350	-
431101	Office Supplies	500	500	500	-
<b>Total Project Management</b>		<b>2,729,727</b>	<b>2,519,454</b>	<b>2,729,454</b>	<b>210,000</b>
<b>NON-RESIDENTIAL RECYCLING</b>					
421542	BizRecycling	2,050,000	2,050,000	2,050,000	-
421543	Multi-Unit Recycling	1,250,000	1,250,000	1,250,000	-
421544	Business Pollution Prevention	450,000	450,000	410,000	(40,000)
421545	Food Waste Prevention	300,000	300,000	300,000	-
421546	Compost Market Development	40,000	40,000	40,000	-
<b>Total Non-Residential Recycling</b>		<b>4,090,000</b>	<b>4,090,000</b>	<b>4,050,000</b>	<b>(40,000)</b>
<b>COMMUNITY WASTE SOLUTIONS</b>					
421538	Community Resource Hubs	220,000	220,000	110,000	(110,000)
421539	Bulky Waste Solutions	475,000	475,000	435,000	(40,000)
421540	Reuse & Repair	100,000	100,000	80,000	(20,000)
<b>Total Community Waste Solutions</b>		<b>795,000</b>	<b>795,000</b>	<b>625,000</b>	<b>(170,000)</b>

**FOOD SCRAP RECYCLING**

421541 Program Resources	320,000	760,000	760,000	-
421522 Other Professional Services	658,000	1,280,000	1,280,000	-
421602 Promotional Activities	490,000	460,000	460,000	-
<b>Total Food Scrap Recycling</b>	<b>1,468,000</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>-</b>

**GENERAL OUTREACH**

421509 Communications, Design, & Educational Services	455,000	455,000	455,000	-
421522 Other Professional Services	150,000	150,000	150,000	-
<b>Total General Outreach</b>	<b>605,000</b>	<b>605,000</b>	<b>605,000</b>	<b>-</b>

**POLICY EVALUATION**

421201 Legal Services	490,000	490,000	490,000	-
421502 Engineering Services	530,000	610,000	610,000	-
<b>Total Policy Evaluation</b>	<b>1,020,000</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>-</b>

<b>Total Appropriations</b>	<b>10,707,727</b>	<b>11,609,454</b>	<b>11,609,454</b>	<b>-</b>
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**REVENUE:**

314103 Washington County	2,891,086	3,134,553	3,134,553	-
319110 Ramsey County	7,016,641	8,474,901	8,474,901	-
Anticipated Carryover Funds RC Addition Program	800,000	-	-	-
<b>Total Revenue</b>	<b>10,707,727</b>	<b>11,609,454</b>	<b>11,609,454</b>	<b>-</b>

## Ramsey/Washington Recycling & Energy Board Joint Activities

**LINE ITEM EXPLANATIONS**

**APPROPRIATIONS EXPLANATIONS**

**Project Management (51808)**

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
411101	Salaries Permanent	1,016,647	1,038,685	1,180,685	142,000

EXPLANATION: Compensation for permanent full-time and permanent part-time employees.

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
411103	Salaries Temporary	15,000	15,000	15,000	-

EXPLANATION: Compensation for temporary full-time and temporary part-time employees.

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
411201	PERA	76,249	77,901	88,401	10,500

EXPLANATION: PERA rate calculation at 7.5% of Salaries Permanent

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
411202	Fica - OASDI	61,899	63,221	71,721	8,500

EXPLANATION: Fica - OASDI is calculated at 6.2% of Salary Permanent and Salaries Temporary

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
411203	FICA - HI	15,007	15,328	17,328	2,000

EXPLANATION: Fica - HI is calculated at 1.452% of Salaries Permanent and Salaries Temporary

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
411301	Health & Dental Ins	250,809	275,890	321,390	45,500

EXPLANATION: Health & Dental Insurance for Staff

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
411306	Life Ins	1,405	1,546	1,546	-

EXPLANATION: Life Insurance is paid up to a maximum of \$50,000 or 1 times an employee's salary for Staff

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
411307	Long Term Disability Ins	1,716	1,888	1,888	-

EXPLANATION: Long Term Disability Insurance for Staff

## Ramsey/Washington Recycling & Energy Board Joint Activities

### LINE ITEM EXPLANATIONS

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
411410	Cell Phone Reimbursement	7,920	7,920	9,420	1,500

EXPLANATION: Cell phone reimbursement for staff, \$55 per month per employee

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421101	Accounting & Auditing Services	110,000	110,000	110,000	-

EXPLANATION: Olson-Thielen - Hauler audit for compliance with the County Environmental Charge in both counties

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421102	Auditor	26,000	26,000	26,000	-

EXPLANATION: Expenses associated with the required annual audit of the R&E Board

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421110	Fiscal agent Fees	30,000	30,000	30,000	-

EXPLANATION: Annual Expenses paid to Ramsey County Finance for the cost of managing the R&E Board's finances

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421208	County Attorney	85,000	85,000	85,000	-

EXPLANATION: Reimbursement expenses to the Ramsey and Washington County Attorney's office for legal services  
Ramsey County - \$45,000/yr  
Washington County - \$40,000/yr

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421401	Computer Maintenance and Other	656,100	395,100	395,100	-

EXPLANATION: Computer system maintenance and other IT costs - Salesforce \$29,000; Spring CM \$25,000; EMERGE database \$100,000; CBIZ payroll system, projects based on IT consultant study - communication and collaboration, IT infrastructure and security, and business applications  
Computer system maintenance and other IT costs previously paid out of the Facility operating budget - IS service agreement - \$55,360 misc support, service maintenance, anti-virus; WebEx \$2,000; RingCentral \$7,200; Allstream internet \$14,640; Accounting system \$30,000, per year for 2022 and 2023

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421501	Consulting	225,000	225,000	225,000	-

EXPLANATION: Ramsey County Human Resources - \$5,000/yr, IT consultant - \$220,000/yr

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421511	Partnership on Waste and Energy Contribution	83,250	83,250	83,250	-

EXPLANATION: Recycling and Energy's contribution to Partnership on Waste and Energy.

## Ramsey/Washington Recycling & Energy Board Joint Activities

### LINE ITEM EXPLANATIONS

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421525	Recruitment Services	1,000	1,000	1,000	-

EXPLANATION: Costs relating to hiring Recycling and Energy staff

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421603	Printing	4,500	4,500	4,500	-

EXPLANATION: Printing services

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421701	Postage	2,000	2,000	2,000	-

EXPLANATION: Postage

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
423111	Employee Development	4,000	4,000	4,000	-

EXPLANATION: Staff training

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
423309	Records Storage	275	275	275	-

EXPLANATION: Fee paid for storing records

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
424302	Membership & Dues	8,600	8,600	8,600	-

EXPLANATION: Minnesota Resource Recovery Association- \$5,250/yr  
American Biogas Council - \$850/yr  
Great Plains Institute - Bio-economy coalition - \$2,500/yr

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
424303	Conference & Seminar	20,000	20,000	20,000	-

EXPLANATION: Conference & Seminars for R&E Board and staff

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
424304	Other Travel	20,000	20,000	20,000	-

EXPLANATION: Site visits and other educational opportunities

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
424305	Meeting Expense	2,000	2,000	2,000	-

EXPLANATION: Expenses related to R&E Board staff meetings

## Ramsey/Washington Recycling & Energy Board Joint Activities

### LINE ITEM EXPLANATIONS

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
424501	Mileage	4,500	4,500	4,500	-

EXPLANATION: Parking/Mileage paid to employees based on IRS reimbursement rate

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
424507	Messenger Service	350	350	350	-

EXPLANATION: Courier services

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
431101	Office Supplies	500	500	500	-

EXPLANATION: General office supplies

<b>Total Project Management</b>		2,729,727	2,519,454	2,729,454	210,000
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## Ramsey/Washington Recycling & Energy Board Joint Activities

### LINE ITEM EXPLANATIONS

#### Non-Residential Recycling (51809)

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421542	BizRecycling	2,050,000	2,050,000	2,050,000	-

EXPLANATION: 1) BizRecycling consulting services - \$600,000/yr (MN Waste Wise -\$500,000/yr; EcoConsilium - \$100,000/yr)  
 2) BizRecycling partners (business organizations such as chambers of commerce) - \$225,000/yr  
 3) BizRecycling sponsorships (promotional relationships) - \$225,000/yr (St. Paul Saints \$50,000/yr, MN United \$55,125/yr, Ordway \$20,000/yr)  
 4) BizRecycling grants and incentives (starter, reward, container, sustaining, and label grants) - \$1,000,000/yr

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421543	Multi-Unit Recycling	1,250,000	1,250,000	1,250,000	-

EXPLANATION: 1) Multi-Unit Recycling consulting services (MN Waste Wise - \$500,000/yr)  
 2) Multi-Unit Recycling Program grants and incentives (starter, reward, container, label grants, and apartment recycling specialist stipends) - \$750,000/yr

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421544	Business Pollution Prevention	450,000	450,000	410,000	(40,000)

EXPLANATION: 1) Business Pollution Prevention consulting services - \$125,000/yr (Environmental Initiative/Clean Air Minnesota \$125,000/yr)  
 2) Business Pollution Prevention grants and incentives - \$325,000 in 2022, \$285,000 in 2023

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421545	Food Waste Prevention	300,000	300,000	300,000	-

EXPLANATION: Resources for preventing food waste and increasing food recovery efforts - \$300,000/yr (Second Harvest Heartland \$40,000/yr; The Good Acre \$40,000/yr)

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421546	Compost Market Development	40,000	40,000	40,000	-

EXPLANATION: Resources to aid the growth of end markets for finished compost - \$40,000/yr

<b>Total Non-Residential Recycling</b>		4,090,000	4,090,000	4,050,000	(40,000)
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## Ramsey/Washington Recycling & Energy Board Joint Activities

### LINE ITEM EXPLANATIONS

#### Community Waste Solutions (51817)

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421538	Community Resource Hubs	220,000	220,000	110,000	(110,000)

EXPLANATION: 1) Community Resource Hub hard costs (rent, equipment, materials, etc.)- \$120,000 in 2022, \$65,000 in 2023  
2) Community Resource Hub staffing, contractors, and partnerships - \$100,000 in 2022, \$45,000 in 2023

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421539	Bulky Waste Solutions	475,000	475,000	435,000	(40,000)

EXPLANATION: 1) Mattress recycling strategies - \$350,000 in 2022, \$310,000 in 2023  
2) Research, planning, and pilot testing for other bulky items - \$50,000/yr  
3) Construction and Demolition (C&D) and deconstruction training, resources, and partnerships - \$75,000/yr

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421540	Reuse & Repair	100,000	100,000	80,000	(20,000)

EXPLANATION: Education, resources, and shared county disposal directory - \$100,000 in 2022, \$80,000 in 2023

<b>Total Community Waste Solutions</b>		795,000	795,000	625,000	(170,000)
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#### Food Scrap Recycling (51818)

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421541	Program Resources	320,000	760,000	760,000	-

EXPLANATION: Durable Compostable Bags (DCB's) - \$320,000/yr for 2022 and \$760,000/yr for 2023

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421522	Other Professional Services	658,000	1,280,000	1,280,000	-

EXPLANATION: 1) Distribution of DCB's - Warehouse, fulfillment, and delivery of DCB's - \$484,000/yr for 2022 and \$1,025,000/yr for 2023  
2) Administration of DCB's - Customer service, program development and maintenance, and license - \$174,000/yr for 2022 and \$255,000/yr for 2023

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421602	Promotional Activities	490,000	460,000	460,000	-

EXPLANATION: 1) Website - Hosting fees, maintenance, and support - \$165,000/yr for 2022 and \$135,000/yr for 2023  
2) Videography - Educational and promotional videos - \$25,000/yr for 2022 and 2023  
3) Media campaign - Promotional campaigns - \$200,000/yr for 2022 and 2023  
4) Contracted services - Agency fees and staff time for Metre LLC. - \$100,000/yr for 2022 and 2023

<b>Total Food Scrap Recycling</b>		1,468,000	2,500,000	2,500,000	-
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## Ramsey/Washington Recycling & Energy Board Joint Activities

### LINE ITEM EXPLANATIONS

#### General Outreach (51810)

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421509	Communications, Design, & Educational Services	455,000	455,000	455,000	-

EXPLANATION: 1) Contracted graphic design services for the annual county Green Guides, the R&E annual report, and other materials - \$50,000/yr  
 2) Recycling & Energy and BizRecycling websites - \$55,000/yr  
 3) Videography to support programs, activities, and R&E Center - \$50,000/yr  
 4) Outreach, engagement, promotion, marketing, and educational activities to support programs and R&E Center - \$300,000/yr

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421522	Other Professional Services	150,000	150,000	150,000	-

EXPLANATION: 1) Communication services - contractors to assist with specialized communications needs - \$50,000/yr  
 2) Cultural consultants - contracting with New Publica and other specialists to better engage with specific cultural communities - \$100,000/yr

<b>Total General Outreach</b>		605,000	605,000	605,000	-
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#### Policy Evaluation (51811)

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421201	Legal Services	490,000	490,000	490,000	-

EXPLANATION: Legal services contract with Stoel-Rives for legal services related to the R&E Board

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
421502	Engineering Services	530,000	610,000	610,000	-

EXPLANATION: General engineering and technical services contracted with Foth Infrastructure & Environmental, LLC - \$630,000 (\$100,000 paid out of Enhancement Project budget) for 2022 and \$610,000 for 2023

<b>Total Policy Evaluation</b>		1,020,000	1,100,000	1,100,000	-
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<b>Total Appropriations</b>		10,707,727	11,609,454	11,609,454	-
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## Ramsey/Washington Recycling & Energy Board Joint Activities

**LINE ITEM EXPLANATIONS**

**REVENUE EXPLANATIONS**

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
314103	Washington County	2,891,086	3,134,553	3,134,553	-

EXPLANATION: Washington County 27% of Joint Activities Budget

Account Code	Account Name	2022 Approved	2023 Approved	2023 Proposed	Change in Budget
319110	Ramsey County	7,016,641	8,474,901	8,474,901	-
	Anticipated Carryover Funds RC Addition Program	800,000	-	-	-

EXPLANATION: Ramsey County 73% of Joint Activities Budget

<b>Total Revenue</b>		<b>10,707,727</b>	<b>11,609,454</b>	<b>11,609,454</b>	<b>-</b>
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