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**2020 Proposed Budget Line Item Notes - FINAL DRAFT 12.10.2019**

<b>Expense</b>	
7600 · DEPRECIATION	Includes all existing assets and purchase of new Bomag 772 compactor. Depreciation schedule developed by VeloChase
7400 · DUES/SUBSCRIPTIONS/TRAVEL/TRAIN	
7440 · Travel-Lodging, Air/Miles, Meal	Assumes similar expenses for training/safety from 2019, minus non-repeatable items from 2019 (e.g., relocation assistance)
7430 · Training Registrations	Projected conference attendance and staff safety training expenses for 2020; based on 2019 costs, minus non-repeatable items from 2019 (e.g., CPM training)
7410 · Subscriptions & Memberships	Includes SWANA memberships for Evan & Chris, ULGT membership, UASD membership, and annual certification renewal fees
7350 · INTEREST/CHARGES/FINANCIAL FEES	
7353 · Late Fees	Assumes no late fees for 2020
7352 · Interest Expense	Assumes no interest expense for 2020
7351 · Bank Charges / Fees	Assumes minimal bank fees for 2020 and ordering checks for Zion's Checking Account + estimated credit card transaction fees
Total 7350 · INTEREST/CHARGES/FINANCIAL FEES	
7300 · INSURANCE/BONDS	
7315 · Property Insurance	Based on 2020 quote received from Utah Local Governments Trust + additional estimated insurance costs for Bomag 772 compactor (\$1,000) and bulldozer rental (\$750)
7340 · Claims Recovery - Insurance	Assumes no claims recovery insurance for 2020
7330 · Worker's Comp Insurance	Based on 2020 quote received from Utah Local Governments Trust
7320 · General Liability Insurance	Based on 2020 quote received from Utah Local Governments Trust
7310 · Bond Expense	Scheduled Klondike Bond payment for 2020 based on Auditor's report for CY 2018
7305 · Automotive / Vehicle Insurance	Based on 2020 quote received from Utah Local Governments Trust
Total 7300 · INSURANCE/BONDS	
7250 · UTILITIES	
7255 · Trash	Cost for pickup and disposal of CRC roll-off container; \$400/swap x 5 months. 30CY container is typically emptied once every 2+ months
7254 · Port a Potties	Based on actual projected 2019 costs. Includes cleaning fees for CRC, Moab Landfill, and Klondike Landfill
7253 · Gas/Propane	Based on 2019 projected costs (actual (Jan-Oct) + 2 months)
7252 · Electricity	Based on 2019 projected costs (actual (Jan-Oct) + 2 months)
7251 · Communications (Phone/Internet)	Based on 2019 projected costs minus cost reductions for unnecessary cellphones that were removed
7230 · PROFESSIONAL SERVICES	
7238 · Temp / Contract Labor	Includes small provisions for administrative support [\$400/mo x 12 mo = \$4800]
7236 · Waste Disposal (E-Waste/HHW)	KLF = actual HHW costs for 2019 plus 10%; MLF = projected costs for waste tire reclamation/transportation (\$175/ton @ 22 tons); CRC = projected reclamation/disposal costs for E-Waste, batteries, and universal wastes
7237 · PES / Drug/Alcohol / Background	Assumes limited staff turnover and associated need for background checks, etc.
7235 · Survey	Includes estimated costs for physical land surveys and aerial topographic surveys for Moab and Klondike Landfills
7234 · Legal	Based on 2019 costs plus additional costs for needed legal reviews of Klondike Franchise Agreement template, waste ticket disclaimers, etc.
7232 · Information Technology	Includes ProVelocity IT Services, Website Management, Tsheets time tracking, QuickBooks renewal fees, and AutoCad software estimate (based on 2019 actuals minus non-repeatable items) + \$2,000 buffer
7231 · Audit/Consulting	Admin = VeloChase Consultant (14hrs/mo) x \$75/hr x 12 mo = \$12,600 + projected Sminu Audit @ \$8,400 + \$1,000 buffer; Compost = consultant for composting assessment and design at MLF KLF = Estimated costs for landfill engineering design and consultation for development of Cell 4
7200 · REPAIRS & MAINTENANCE	
7220 · General Facilities R&M	Estimated limited costs for general improvements to admin, compost, and CRC. KLF and MLF include anticipated material needs for road maintenance/improvements (based on 2019 actuals)
7215 · Equipment R&M	Assumes limited major equipment repairs at District facilities, with realistic expectations for landfill equipment and shop-related expenses + buffers. Includes pro-rated Bomag 772 preventative maintenance costs (\$6,388.29/1000 hrs).
7205 · Buildings R&M	Assumes limited R&M on landfill and recycling facilities. \$2,500 projected to incidental office upgrades that are not capitalized. Other office improvements estimated at ~\$35,000 to be capitalized/depreciated already built into depreciation schedule.
7150 · PETROLEUM, OIL, LUBRICANTS	
7156 · POL -Misc.	Miscellaneous petroleum, oils, and lubricants budgeted as shop-related expense
7153 · Grease, Lubricant, Oil	Assumes all POLs are expensed to shop moving forward and District mechanic is retained throughout the year. Based on 2019 actuals minus non-repeatable expenses.
7152 · Fuel (Diesel or Gas)	Based on 2019 actuals + forecasted remainder for year and a reduction of 80% in equipment-related diesel fuel consumption. Admin, training, safety are projected admin expenses for travel, etc.
Total 7150 · PETROLEUM, OIL, LUBRICANTS	
7140 · FREIGHT	
7143 · Freight - Misc.	KLF = estimated freight costs for road base material (based on 2019 actuals); MLF = estimated freight costs for misc material delivery budgeted in general facilities R&M
7141 · Freight Out	MLF = freight costs for scrap metal container swaps; CRC = estimated freight for cardboard (flatbeds) and mixed van trailers = (2,200x10)+(550x10)
7100 · GENERAL OPERATING	
7127 · Bad Debt Expense	Assumes no cost for 2020
7126 · In-Kind / Donated Service	MLF = assumed tipping fee waivers for Spring/Fall voucher program + fire mitigation cleanup (based on 2019 actuals); CRC = donations to non-profits (Moab Solutions & Resiliency Hub)
7139 · Misc	Assumes \$500 for misc administrative expenses + drone rental fees (quarterly at \$50/quarter)
7129 · Void Check	Assumes no cost for 2020
7130 · Wire	Cost of bale wire - based on 2019 actuals for new baler wire order
7125 · Rentals	Admin = printer lease payments (\$240.71/mo); KLF = annual motor grader rental (\$28k) + annual dozer rental (\$32k); MLF = annual excavator rental (\$28k) + misc ancillary equip rental CRC = misc ancillary equip rental; Training = room rental for staff training. This item does not assume the need for larger equipment rentals other than specified in KLF and MLF. Estimated tub grinder service for mulching Moab Landfill new green waste pile (based on previous costs plus buffer)
7120 · Chipping/Grinding	
7110 · Supplies	
7115 · Tools/General	Misc tools for operational centers and shop; majority of necessary tools purchased in 2019
7114 · Shop/Welding	Misc welding supplies for shop - forecasted
7113 · Safety/PPE/Uniforms	Forecasted safety supplies, PPE, and other safety-related items. Based on 2019 actuals minus non-repeatable purchases. May be overbudgeted as buffer.
7112 · Office	Forecasted general office supplies; based on 2019 actuals minus main printer ink and other non-repeatable expenses incurred in 2019
7111 · General	General supplies not related to office or safety; based on 2019 actuals
7110 · Supplies - Other	Misc supplies - may be overbudgeted as buffer
7105 · Signs	Includes new signs for all facilities, including traffic signs at MLF and other safety-related signage. Includes all new signs for CRC, including entrance, information, and bin signage
7104 · Printing	Budgeted for laminated aerial image printing and other misc printing from Canyonlands Copy Center - reduction from 2019 actuals
7103 · Postage/Post Office	Estimated postage costs - based on 2019 actuals
7102 · Permits/Licensing/State Fees	Estimated permitting fees - based on 2019 actuals
7101 · Advertising/Public Notices	Estimated advertising costs - based on 2019 actuals with some reductions for 2020
<b>Other Income</b>	
4148 · TAP Award Revenue	Anticipated Trust Accountability Program award - based on 2019 actual
4144 · PTIF Interest Revenue	Based on 2019 forecasted interest minus projected withdrawals for Bomag downpayment; reviewed by VeloChase
4146 · Bank Account Interest Revenue	Based on 2019 forecasted amounts (Jan-Oct/(10/12))
4145 · Grant Income	Based on GC approved contribution = \$235,750
4144 · Mineral Lease Revenue	Based on GC approved allocations and forecasted amounts
<b>Other Expense</b>	
2072 · Int Exp -- KL	KLF Bond interest (forecasted based on 2018 Audit Report)