

**To: ISWR Advisory Board**  
**From: ISWR Staff**  
**Date: January 7, 2019**  
**Re: Staff Report**

**1) ISWR Board Appointments**

The Board of County Commissioners reappointed Ran Carr and Nikki Kaufman. The Board of County Commissioners appointed Paul Cherry. Welcome Paul and welcome back Rani and Nikki.

**2) Staffing**

Recycling Operator Rodolfo Jimenez left ISWR in mid-December. We were fortunate to hire Adam Jenson to that position. Welcome Adam!

**3) Town of Jackson Plastic Bag Ordinance** – The second phase of the Town of Jackson Plastic Bag Ordinance took effect on November 1, 2019. The Town of Jackson and ISWR coordinated outreach/education on the implementation for small retailers and is distributing reusable canvas bags. The effects of this phase of the ordinance should be reflected in the last quarter bag sales.

**4) Zero Landfill Initiative (ZLI) Summit and Food Waste Collection** – Brenda Ashworth and Heather Overholser will attend the ZLI Summit in Sausalito, CA on February 5 through 7. This is an annual event that brings together all of the pilot parks (Grand Teton, Yosemite and Denali) to share ZLI successes and challenges, as well as plan for the coming year. Please keep an eye out for the food waste pilot annual report that will be posted on our website soon.

**5) Pay as You Throw**

PAYT planning is gearing up and coordinating PAYT efforts with bear-proof containers. Once again, ISWR will have a team of four UW students working in May to develop the PAYT ordinance, education and outreach.

**6) ISWR Infrastructure Maintenance, Repairs and Improvements/Capital Projects**

- **Landfill Closure Contract** – The landfill closure project was not completed this year. The project is in a winter shutdown and will resume in the spring.
- **TTS Water System Improvements** – Nelson Engineering continues to provide engineering services for ISWR related to the water system. ISWR and the Teton County legal department is working on formalizing access and service agreements with the Jackson Hole Gun Club.
- **Carcass Disposal** – Brenda Ashworth and Heather Overholser attended a carcass disposal summit hosted by Wyoming Game and Fish on December 17, 2019. Information on carcass incineration and composting were presented. Teton County

continues to investigate public and private disposal options for CWD carcass disposal.

- **Food Composting** – Notice to proceed for the food composting contract was issued to Terra Firma. Gordon PSC was contracted to provide engineering and procurement services to enclose the Interim Trash Transfer Station for food composting.

## Report from Caroline: Financial Accountant

### 1) Dashboard

*(Please see attached.)*

### 2) Finances for ISWR

As of November 30, 2019, revenue and expenses should be in the 41.64% range. In November, the TTS brought in \$456,276 in revenue. We need to bring in at least \$410,650 in revenue each month at the TTS to make our budget projection. TTS revenues are *ahead* of budget by \$467,238 or 51% FYTD. The recycling center brought in \$67,434 in November. Recycling center revenues are behind budget by \$9,131 or 40.75% FYTD.

Below is **one** snapshot of where we are financially as of 11/30/19:

Revenues	\$2,933,075.27	49.48% of the <b>original</b> budget received
Expenses	\$2,938,242.85	44.24% of the <b>original</b> budget spent
Net	\$ (5,167.58)	

### 3) Post FY19 Audit Summary

#### **TTS Revenue**

Original Budget **\$4,531,545**

Final Audited Revenue #s **\$4,598,813** (*We were ahead of budget by 0.01% or \$67,286*)

#### **ISWR Revenue**

Original Budget **\$5,540,097**

Final Audited Revenue #s **\$5,678,681** (*We were ahead of budget by 2.5% or \$138,584.*)

FY19 was a light capital year. We only spent \$30,789. To balance the budget, we pledged to put \$149,000 into capital reserves.

#### **ISWR Expenses**

Original Budget **\$5,540,097**

Final Audited Expense #s **\$5,292,528**

We closed the year \$247,569 better than the original expense budget and \$138,584 ahead of the revenue budget. Coincidentally, we budgeted to spend \$138,358 in capital expenses, but end up only having \$30,789 in capital expenditures.

After the annual audit, ISWR showed an operating loss of \$109,534 (after unbudgeted depreciation of \$258,451 and unbudgeted pension liability of \$972,217.) After the addition of the “Non-operating income,” (i.e., Donations and Grants) we had an increase in our net position of \$68,951.

**Spending priority**

~~Fund 12 CBG \$250,000 scale house~~

~~Fund 24 2006 SPET — scale house \$1.4 M~~

~~Fund 12 TTS SLIB reimbursement grant \$1.875~~

Fund 12 SLIB \$5.12 M - ~\$2,691,031 remaining

Fund 34 2012 SPET \$14.85 million - ~ \$958,141 remaining

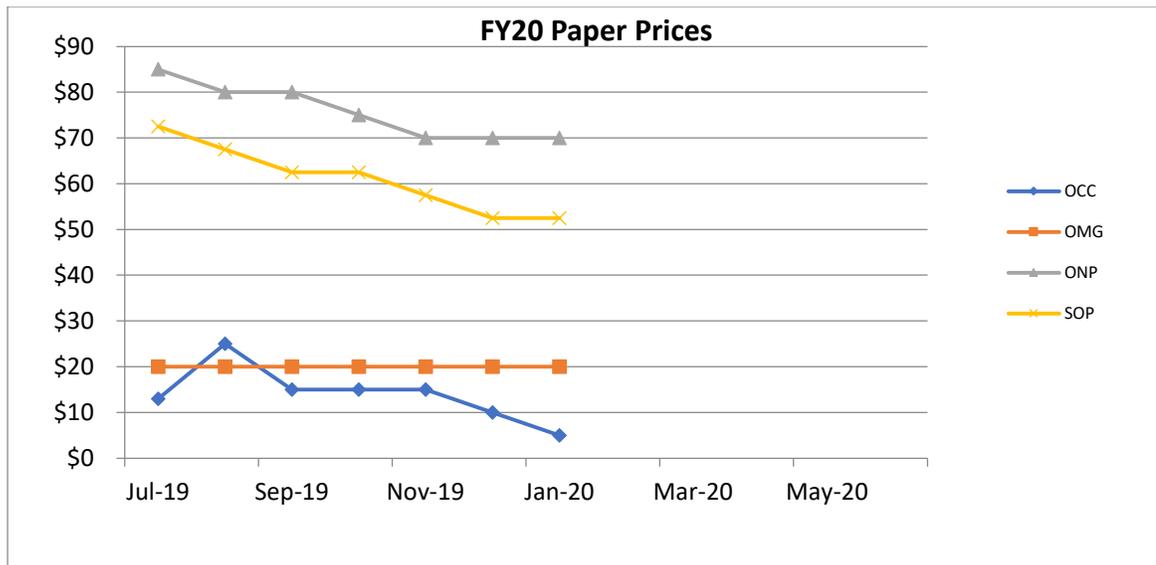
Fund 34 2019 SPET \$2.5 million – residential recycling area, truck scale, sort system, composting infrastructure

**4) Draft FY21 Budget**

Brenda and I are working on the FY21 budget and presented our 1<sup>st</sup> draft to the finance committee on January 7th.

We will present our *final* draft budgets for Funds 30 and 34 to the Finance Committee on January 28<sup>th</sup> at 2:00 and tentatively have another finance meeting scheduled on February 11<sup>th</sup>. These meetings are where we will go into detail on the various line items and come up with our FY21 tip fee recommendation. All are welcome to attend. On February 13<sup>th</sup>, we will present the budget summary and tip fee recommendations to the ISWR Advisory Board.

**5) JCR Paper Pricing**



## Report from Carrie: Waste Diversion and Outreach Coordinator

- 1) **RRR Business Leaders-** We are still moving forward with the administration of the RRR BL being taken over by the Riverwind Foundation. The staff report and agreement will not be on the commissioner's agenda until late January.
- 2) **Updated Community Site Signage-** We are looking to refresh all the recycling signs at the community sites and at the recycling center, to reflect a clearer, pictured based message. We are considering partnering with Recycle Across America or just creating the artwork ourselves. A photographer came in and took some great shots of the staff and sites:



- 3) **People's Market-** ISWR had the nonprofit booth at the Winter People's Market the Saturday before Christmas. This was a great opportunity to hand out reusable bags and spread the less-waste Christmas message. The new location of the Winter People's Market brought in a large, lively crowd who were excited to ask recycling questions and

talk about a less-waste lifestyle. Christmas books from the book bin were brought as an experiment to see if people were interested, and the answer was a resounding YES! So, books from the book bin will come to all future events.

- 4) **Reusable Bags-** the Chamber of Commerce has been handing out reusable at the airport as planes arrive for the past few weeks. So far it is going well and lots of people visiting are either getting a bag or becoming aware of the bag ordinance. The Town also has bags available at their front desk for businesses and for individuals.
  
- 5) **Reports-** Reports should be out in the next week or two. Both the pilot report and annual report are in their final drafts. When final I will send them out to the board, and the world.