

MEMORANDUM

TO: Public Works Committee/Landfill Oversight Committee

FROM: Joe C. Wilder, Director of Public Works *JCW*

SUBJECT: Meeting of August 29, 2017

DATE: August 25, 2017

There will be a joint meeting of the Public Works Committee and the Landfill Oversight Committee on Tuesday, August 29, 2017 at 8:00 a.m. **in the conference room located on the second floor of the north end of the County Administration Building at 107 North Kent Street, Suite 200.** The agenda thus far is as follows:

Public Works Committee Items – 8:00 a.m.:

1. Update on the new Stephenson Citizen Convenience Center (Replacement for Clearbrook site).
2. Update on the future building addition at the Frederick County Esther Boyd Animal Shelter:
There will be a discussion on recommendations from the subcommittee assisting staff in the development of the scope of the building addition.
(Attachment 1)
3. Supplemental Appropriation request for the Frederick County Esther Boyd Animal Shelter.
4. Update on planned maintenance work at Greenwood Convenience Center.
5. Miscellaneous Reports:
 - a. Tonnage Report: Landfill
(Attachment 2)
 - b. Recycling Report
(Attachment 3)
 - c. Animal Shelter Dog Report:
(Attachment 4)
 - d. Animal Shelter Cat Report
(Attachment 5)

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Public Works Committee/Landfill Oversight Committee

August 25, 2017

Public Works Committee/Landfill Oversight Committee Joint Items:

1. Update on FY 2018 Landfill Projects.
2. Pro Forma Analysis and FY 2019 budget recommendations.

JCW/kco

Attachments: as stated

cc: file



MEMORANDUM

TO: Public Works Committee

FROM: Joe C. Wilder, Director of Public Works *JCW*

SUBJECT: Frederick County Esther Boyd Animal Shelter Subcommittee Recommendations for Building Addition and Supplemental Appropriation Requests

DATE: August 25, 2017

On Wednesday, August 9, 2017, the subject subcommittee met to discuss the possible building addition at the Frederick County Esther Boyd Animal Shelter. The subcommittee was made up of the following members:

Staff Members:	Kathy Whetzel	Amy Feltner
	Holly Grim	Steve Richman
	Mark Fleet	Joe Wilder
Board and Citizen Members:	Gene Fisher	Whit Wagner
	Ed Strawsnyder	

After some discussion, the subcommittee made the following recommendations:

1. Construct a stand-alone building on the northwest part of the site as shown on the attached drawing. (attached sketch)
2. Construct the building to match the existing brick portion of the building with a flat roof and covered walkway between buildings.
3. Define the use of the building as a training facility, but will be used for multiple functions.
4. Use masonry construction with epoxy coated walls and concrete floors with a special coating to assist in maintaining a clean environment in the building.
5. Provide accessible site, expanded parking lot, separate secured entrance, accessible restrooms, a maintenance room, office area and intercom system with the new building.

6. Procure services by local architect to develop plans for construction.

I am recommending that staff be allowed to move forward with commencing design of the building based on these recommendations. As you are aware, the Animal Shelter has been the beneficiary of almost one million dollars in donations over the past year. These donated funds have been placed in a separate Reserved Fund, line item 10-240-2501. About 75% of the funds can be used for a purpose that the county and staff determine to be of the most beneficial use. It was recommended by staff and the Public Works Committee that a building addition be constructed to provide a long term benefit to the Animal Shelter and the community.

We are therefore requesting a supplemental appropriation in the amount of \$50,000.00 to be placed in Professional Services Engineering/Design, line item 10-4305-3002-02 from the Reserved Fund, line item 10-240-2501. This will allow staff to procure engineering and architectural services to develop a site plan and architectural plans for a building addition at the Animal Shelter. Our plan is to have design plans completed by the end of the year and be back to this committee for further review.

Also, about 25% of the donated funds were earmarked to expand the existing spay/neuter program. Therefore, we are requesting a supplemental appropriation in the amount of \$10,000.00 to be placed in Professional Health Services, line item 10-4305-3001-00. These funds will allow staff to expand our current program and assist with more adoptable animals being spayed and neutered.

We recommend both requests be forward to the Finance Committee for further review and approval and on to the Board of Supervisors if recommended by this committee.

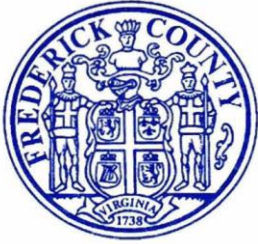
JCW/kco

Attachments: as stated

cc: Kathy Whetzel, Animal Shelter Manager
file

Animal Shelter expansion




COUNTY of FREDERICK
Department of Public Works
540/665-5643
FAX: 540/678-0682
MEMORANDUM

TO: Public Works Committee

FROM: Joe C. Wilder, Director of Public Works *JCW*

SUBJECT: Monthly Tonnage Report - Fiscal Year 16/17

DATE: August 15, 2017

The following is the tonnage for the months of July 2017, through June 2018, and the average monthly tonnage for fiscal years 03/04 through 17/18.

FY 03-04:	AVERAGE PER MONTH:	16,348 TONS (UP 1,164 TONS)
FY 04-05:	AVERAGE PER MONTH:	17,029 TONS (UP 681 TONS)
FY 05-06:	AVERAGE PER MONTH:	17,785 TONS (UP 756 TONS)
FY 06-07:	AVERAGE PER MONTH:	16,705 TONS (DOWN 1,080 TONS)
FY 07-08:	AVERAGE PER MONTH:	13,904 TONS (DOWN 2,801 TONS)
FY 08-09:	AVERAGE PER MONTH:	13,316 TONS (DOWN 588 TONS)
FY 09-10:	AVERAGE PER MONTH:	12,219 TONS (DOWN 1,097 TONS)
FY 10-11:	AVERAGE PER MONTH:	12,184 TONS (DOWN 35 TONS)
FY 11-12:	AVERAGE PER MONTH:	12,013 TONS (DOWN 171 TONS)
FY 12-13:	AVERAGE PER MONTH:	12,065 TONS (UP 52 TONS)
FY 13-14:	AVERAGE PER MONTH:	12,468 TONS (UP 403 TONS)
FY 14-15:	AVERAGE PER MONTH:	13,133 TONS (UP 665 TONS)
FY 15-16:	AVERAGE PER MONTH:	13,984 TONS (UP 851 TONS)
FY 16-17:	AVERAGE PER MONTH:	14,507 TONS (UP 523 TONS)
FY 17-18:	AVERAGE PER MONTH:	17,845 TONS

MONTH	FY 2016-2017	FY 2017-2018
JULY	13,391	17,845
AUGUST	15,724	
SEPTEMBER	14,649	
OCTOBER	14,160	
NOVEMBER	13,834	
DECEMBER	16,821	
JANUARY	12,520	
FEBRUARY	12,542	
MARCH	13,216	
APRIL	14,252	
MAY	16,105	
JUNE	16,873	

JCW/gmp

<u>MONTH</u>	<u>GLASS</u>	<u>PLAST</u>	<u>AL CANS</u>	<u>STEEL CANS</u>	<u>PAPER</u>	<u>OCC</u>	<u>SHOES/TEX</u>	<u>ELEC</u>	<u>SCRAP</u>	<u>TOTAL</u>
JUL		34,060	3,410	7,330	76,060	89,540	6,560	85,340	289,600	591,900
AUG										0
SEP										0
OCT										0
NOV										0
DEC										0
JAN										0
FEB										0
MAR										0
APR										0
MAY										0
JUN										0
TOTAL	0	34,060	3,410	7,330	76,060	89,540	6,560	85,340	289,600	591,900
FY 16-17	372,600	430,435	41,002	89,976	1,082,737	1,009,153	37,220	495,500	2,687,241	6,245,864
FY 15-16	919,540	428,300	52,077	97,252	1,275,060	974,493	48,820	480,400	2,376,344	6,652,286
FY 14-15	895,600	407,703	40,060	97,515	1,272,660	893,380	49,440	532,283	1,890,729	6,079,370
FY 13-14	904,780	417,090	39,399	99,177	1,281,105	902,701	37,800	611,580	1,639,225	5,932,937
FY 12-13	913,530	410,338	45,086	102,875	1,508,029	878,450	39,700	502,680	1,321,938	5,722,626
FY 11-12	865,380	398,320	43,884	99,846	1,492,826	840,717	37,920	484,600	1,432,678	5,696,171
FY 10-11	949,185	378,452	42,120	98,474	1,404,806	824,873	41,700	467,920	1,220,107	5,427,637
FY 09-10	1,123,671	370,386	42,844	96,666	1,235,624	671,669	21,160	435,680	1,348,398	5,346,098
FY 08-09	762,810	322,928	23,473	55,246	1,708,302	564,957	28,780	404,760	1,097,151	4,968,407
FY 07-08	794,932	284,220	15,783	40,544	1,971,883	545,692	0	498,110	1,172,880	5,324,044
FY 06-07	600,464	200,720	11,834	29,285	1,684,711	441,321	0	382,574	550,070	3,900,979
FY 05-06	558,367	190,611	12,478	28,526	1,523,162			381,469	204,220	2,898,833
FY 04-05	549,527	193,224	11,415	27,525	1,552,111			273,707	25,080	2,632,589
FY 03-04	541,896	174,256	11,437	31,112	1,443,461			156,870	336,230	2,695,262
FY 02-03	413,627	146,770	9,840	23,148	1,381,195			62,840	171,680	2,209,100
FY 01-02	450,280	181,040	10,565	25,553	1,401,206			54,061	58,140	2,180,845
FY 00-01	436,615	198,519	10,367	24,988	1,759,731				9,620	2,439,840
FY 99-00	422,447	177,260	10,177	22,847	1,686,587				44,180	2,363,498
FY 98-99	402,192	184,405	9,564	22,905	1,411,950				48,810	2,079,826
FY 97-98	485,294	136,110	13,307	29,775	1,830,000					2,494,486
FY 96-97	373,106	211,105	23,584	46,625	1,690,000					2,344,420
FY 95-96	511,978	167,486	28,441	44,995	1,553,060					2,305,960
TO DATE	14,247,821	6,009,678	548,737	1,234,855	33,150,206	8,547,406	342,540	6,225,034	17,634,721	87,941,078

FREDERICK COUNTY ESTHER BOYD ANIMAL SHELTER FY 2017-2018

DOG REPORT

MONTH	ON HAND AT FIRST OF MONTH	RECEIVED AT KENNEL	BROUGHT IN BY ACO	BITE CASES	BORN AT KENNEL	ADOPTED	RECLAIMED	DISPOSED	DIED AT KENNEL	ESCAPED/ STOLEN	CARRIED OVER NEXT MONTH
JULY	50	28	47	4	0	38	39	8	0	0	44
AUG											
SEP											
OCT											
NOV											
DEC											
JAN											
FEB											
MAR											
APR											
MAY											
JUN											
TOTAL	50	28	47	4	0	38	39	8	0	0	44

In the month of July - 129 dogs in and out of kennel. 1 dog transferred to SPCA, 4 dogs transferred to rescue.

FREDERICK COUNTY ESTHER BOYD ANIMAL SHELTER FY 2017-2018

CAT REPORT

MONTH	ON HAND AT FIRST OF MONTH	RECEIVED AT KENNEL	BROUGHT IN BY ACO	BITE CASES	BORN AT KENNEL	ADOPTED	RECLAIMED	DISPOSED	DIED AT KENNEL	ESCAPED/STOLEN	CARRIED TO NEXT MONTH
JULY	101	135	23	2	6	28	2	143	0	0	94
AUG											
SEP											
OCT											
NOV											
DEC											
JAN											
FEB											
MAR											
APR											
MAY											
JUN											
TOTAL	101	135	23	2	6	28	2	143	0	0	94

In the month of July - 267 cats in and out of shelter.