AUGUSTA ENVIRONMENTAL SERVICES DEPARTMENT
POLICIES AND PROCEDURES

DATE: July 15, 2014	**Solid Waste Collection Fees**	ESDP Number: ESD-POL-003 Rev. 01
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Approved By: Mark Johnson, Director		

PURPOSE:
To ensure that property owners are charged fair and consistent for services offered by the Environmental Services Department for solid waste and recycling services.

SCOPE:
This policy applies to all residential properties and other properties which receive solid waste and recycling services whether taxed or tax exempt, for services provided through the Environmental Services Department.

POLICY:
It shall be the policy of Augusta to charge for services provided through the Environmental Services Department relating to solid waste and recycling services for the following;

SERVICE TYPES

1. A "Designated Non-Residential Location" is a non-residential location in the service area that receives collection services from Augusta. Generally a Designated Non-Residential Location is not required to have services, but rather has opted for services through the department. This type of service could include;
    a. Multi-family dwelling with five (5) or more units.
    b. Condominium – Room or set of rooms that is owned by an individual(s) and that is part of a larger building containing other similar room(s)
    c. Mobile home parks with ten (10) or more units.
    d. Farm -Greater than 10 acres of land used primarily for agricultural, forestry, or farming purposes
    e. Professional/Business office
    f. Church
    g. Other commercial properties.

    Should a Designated Non-Residential Location wish to be reclassified for respective service levels, they must make such requests in writing on the appropriate form(s). They can be reclassified as either a Residential Unit or an Unoccupied Location to obtain the desired level of service. Each property/address which is reclassified to a Residential Unit will be counted as a separate collection point and charged accordingly.

2. A "Residential Unit" means any single family dwelling, town house or multi-family dwelling (four (4) or fewer dwelling units on any single parcel of land), whether attached or detached. Each dwelling unit contained in a town home and each dwelling unit in a multi-family dwelling shall be counted as a separate collection point and charged accordingly.

3. An "Unoccupied Location" means a vacant Residential Unit which has been defined below;
    a. Being uninhabitable due to fire, flood or other natural disaster, and the cart has been removed by Augusta.
    b. A property which has fallen out of compliance with the Mothball Ordinance, and the cart has been removed by Augusta.
    c. The property has been condemned, is considered uninhabitable, and the cart has been removed by Augusta.

4. The following properties may be temporarily released from service;
    a. A property in compliance with the Mothball Ordinance and the cart has been removed by Augusta.
    b. The primary residence of a service member who is on deployment, the Residential Unit is vacant during their deployment, and the cart has been removed.

SERVICE LEVELS

1. Designated Non-Residential Location – provided once per week collection of garbage and recycling.
2. Residential Unit – provided once per week collection of garbage, recycling, yard waste and bulk waste.
3. Unoccupied Location – provided once per week collection of yard waste and bulk waste.

CUSTOMER OPTION(S)

1. Customers have the option to adjust services provided by Augusta until the time the Environmental Services Department prepares billing for the financial period. Augusta may offer prorated fees for adjusted services into the next billing period, at Augusta's sole discretion. The following are service options the customers may utilize to right-size their service based on individual needs;
    a. The customer has the option of a 35 gallon garbage cart at a discount.
    b. The customer has the option for additional 95 gallon cart(s) at an additional fee.
    c. The customer may request additional recycling cart(s) at an additional fee, provided that the initial recycling cart has appropriate utilization.

AUGUSTA OPTION(S)

1. There may be times when it is beneficial to Augusta and to the customers, for Augusta to provide commercial dumpsters, in lieu of cart services. Augusta reserves the right to replace carts with a centrally located dumpster for collection services.

ADDITIONAL SERVICES AND FEES

1. The customer shall be assessed additional fees if the customer generates materials which are out of compliance with contract specifications or are not acceptable materials to be collected by the contract. In such cases, Augusta will collect the materials under the vacant lot collection program and charge fees as appropriate.
2. The customer is responsible for lost, stolen or damaged carts. Damage shall not include normal wear and tear.

FEE ADJUSTMENTS

1. The department shall prorate fees based on the actual start/stop date of services.
2. The department shall have the authority to make adjustments for departmental errors or omissions.
3. Fees shall be adjusted by the Consumer Price Index listed in the solid waste collections contract annually.

FEE CHART

	Annual Fee	Monthly Fee	% of Residential
Designated Non-Residential	$232.88	$19.41	75%
Residential	$310.50	$25.88	100%
Unoccupied Location	$155.25	$12.94	50%
Extra Garbage Cart	$124.20	$10.35	40%
Extra Recycling Cart	$77.63	$6.47	25%
Small Cart/residential location	$232.88	$19.41	75%
Lost/Stolen/Destroyed Carts	$77.63	$6.47	25%

Augusta GEORGIA

Office of the Administrator

Tameka Allen, Interim Administrator
Steven J. Cassell, Interim Deputy Administrator

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July 15, 2014

Mr. Mark Johnson
Environmental Services Director
4330 Deans Bridge Road
Blythe, GA 30805

Dear Mark:

The Augusta-Richmond County Commission, at their regular meeting held on Tuesday, July 15, 2014 received as information an update from the Environmental Services Department regarding Solid Waste Collection fees for Vacant Lots. (No recommendation from Engineering Services Committee May 27, 2014; referred from the June 3, 2014 to June 17th to July 7th Commission meeting) (Requested by Commissioner Wayne Guilfoyle)

If you have any questions, please contact me.

Yours truly,

Tameka Allen
Interim Administrator

07-15-14: #54

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A RESOLUTION TO PROVIDE AN APPROPRIATE FEE SYSTEM AND EXEMPTION(S) FROM SERVICE; TO REAFFIRM THE USE OF THE APPROVED CONTRACT FOR ENGAGING CONTRACTORS FOR THE COLLECTION OF SOLID WASTE AND RECYCLABLES IN AUGUSTA; AND OTHER PURPOSES.

WHEREAS, it has been determined by the Augusta Commissioners that there is a need in Augusta to continue to develop and promote the efficient and environmentally safe management of solid waste by various means including the collection, recovery, utilization and disposition of solid waste and recycling and to promote commerce and industry by continuing the collection, processing and disposal of solid waste in an efficient and environmentally sound manner; and

WHEREAS, it has been determined by the Augusta Commissioners that the financing of projects provided by the Regional Solid Waste Management Authorities Act (A.C.G.A Section 12-8-50, et seq.) is necessary for the public good and general welfare of Augusta and will promote the general welfare of the State of Georgia; and

WHEREAS, it has been determined by the Augusta Commission that it is in the public interest and is vital to the public welfare of the people of Augusta and the State of Georgia to collect, transport, manage and dispose of solid waste and to recover and utilize resources contained in solid waste and thereby develop and promote for the public good and general welfare, trade, commerce, industry and employment opportunities in Augusta; and

WHEREAS, the Augusta Commission, does by this Resolution take official notice that the solid waste and recyclable collection system as implemented has resulted in a cleaner Augusta community and has thereby promoted the public health, safety, and welfare of Augusta; and

WHEREAS, any interruption in solid waste collection would present a public health emergency in Augusta which the Commission desires to avoid and does not have its own resources readily available to take over solid waste and recycling collections; and

WHEREAS, the current solid waste collections contract has been a model contract for the inclusion of local and/or small businesses as desired by the Augusta Commission; and

WHEREAS, the Augusta Commission believes that the success of the ESD programs is directly attributed, and a reflection of the day to day diligence, efforts and contributions of the employees who manage, assist, and perform functions for the citizens, the department and the contractor(s); and

WHEREAS, Augusta Georgia has established a solid waste service area, which has been extended county wide; and will enter into new contracts beginning June 1, 2013 for contractors to provide uninterrupted solid waste and recyclable collection services; and

WHEREAS, in an effort to offer its citizens a more streamlined and inclusive service, the Augusta Commission has chosen to modify services to include one-time per week garbage collection, offering various sizes of containers as well as multiple types of services and providing services to all of Augusta, either directly or through exemption, provided however that the properties within the city limits of Hephzibah and Blythe shall be granted an automatic exemption from service unless a request for service is made by the city for the entire city; and

WHEREAS, in an effort to get back to a platform of community interaction and provide a consistent service, tires have been removed from contracted collection and the Environmental Services Department (ESD) shall engage the community through local community events; and

WHEREAS, the disposal expense (associated with Fund 542 and revenues of Fund 541) were committed to repay bonds to develop additional landfill space and collect methane from said landfill, which are utilized by said solid waste collections contractors for disposal purposes, with a portion of said funds pledged to secure repayment of the Solid Waste Authority bonds, 2004 and 2010 series; and

WHEREAS, the Augusta Commission believes in educating the public, businesses and developers of its available programs and requirements through various methods of marketing, to include the placement of information regarding solid waste services in the development guidelines for acknowledgement by all developers prior to plan approval; and

WHEREAS, the Augusta Commission is committed to waste reduction and recycling efforts by offering an incentive based recycling program, single stream recycling, as well as, the establishment of satellite recyclable drop off locations at select Augusta facilities; and

WHEREAS, the Augusta Commission is committed to alternative fuels by utilizing this contract as a means of developing CNG infrastructure for Augusta, requiring collection vehicles to operate on said CNG, understanding that the contract term must be extended to a minimum length of 9 years to reasonably match the useful life of the collection vehicles thereby maximizing the benefits to Augusta; and

WHEREAS, it has been determined by the Augusta Commissioners that there is a need to fund the ESD through a fee based system, where all property owners pay fees for services, in a similar fee based system, allowing for revenues for various ESD functions to be consolidated and collected through a single fee system; and

WHEREAS, the Commission understands that over the years there have been a variety of exemptions from solid waste and recyclable collections, and that starting a new contract with a series of program changes, yields the need to repeal all such exemptions issued prior to June 1, 2013, and all such exemptions shall be re-affirmed under the new programs rules and guidelines. Such exemptions shall be based on ESD Policies, which may be amended from time to time; and

Whereas, that the Director of Environmental Services is hereby directed and authorized to establish means to monitor, manage, regulate and enforce functions of the ESD, through contract enforcement, education programs, policies, procedures, rules, fees and ordinance enforcement, relevant to the solid waste and recycling contract and other functions of the ESD.

NOW THEREFORE BE IT RESOLVED:

1. The Augusta Commission requires that all Residential Unit(s) and Unoccupied Location(s) as defined by policy shall receive services provided by Augusta unless relieved of such requirement through government action or other policy to the contrary. Others, which may include small business, multi-family (above 5 units), mobile home parks (above 10 units) etc. may request, and be provided services from the ESD.

2. That the Director of Environmental Services is hereby directed and authorized to establish policies regarding fees and charges for functions provided through the ESD, which may be amended from time to time. Said fees shall be adjusted annually by an amount equal to the increase in the consumer price index as listed in the solid waste and recycling contract. In the event that franchise fees, taxes, in lieu of tax, regulatory fees or other governmental fees are imposed against the ESD; those costs may be amended into the ESD fees. Additionally, should the estimated amount of bad debt increase, the fees may be amended to reflect the anticipated increase in bad debt expense.

3. That the Augusta Commission hereby affirms and adopts the initial policies for fees and exemptions, attached hereinafter, which are incorporated herein by reference.

4. That the Augusta Commission hereby directs and authorizes the Director of Environmental Services to establish a billing system for the collection of fees and charges for solid waste and recycling collection services and other ESD functions, and said fees shall minimally cover the full cost of the ESD services and programs.

5. Augusta has set and the Contractor has agreed to a Local Small Business goal of 25%, in accordance with Augusta, GA Code 1-10-129 (d)(7).

6. That the Augusta Commission authorizes the ESD Director to hold community events to collect scrap tires, neighborhood clean-up events, as well as other events to promote ESD programs and objectives.

7. The ESD may coordinate with other government agencies and departments to expand recycling initiatives, both to the government(s) as well as the public, through direct collection, or through drop off locations.

8. The Augusta landfill shall charge for disposal the actual amount of, but not less than $3.0 million dollars annually, whichever is greater and said amount being subject to any increase in the annual adjustment using the consumer price index as set forth in the solid waste and recycling collections contracts.

9. That the Augusta Commission hereby directs and authorizes the Director of Environmental Services to establish policies relating to exemption(s) from specific services relating to solid waste and recycling collection and other Environmental Services functions. Said policy shall at a minimum address the cities of Hephzibah and Blythe (being granted city wide exemptions, until such time as the municipality requests such services as a whole), life safety and property safety which may be altered from time to time.

10. That the Director of Environmental Services may utilize the proceeds from the CNG station(s) to reinvest into alternative fuel infrastructure, alternative energy infrastructure, alternative fuel vehicles, alternative energy vehicles, hybrid vehicles or conversion technology either for vehicles or creating fuels for vehicles.

11. That the Augusta Commission authorizes and approves the ESD and contractors to enter private property to place, provide services, repair or retrieve Augusta owned property or other business as needed to perform or inspect serviced offered/provided by or through the ESD.

12. That the Augusta Commission hereby authorizes the Administrator to enter intergovernmental agreements for services offered by the ESD, when they believe it is in the best interest of Augusta.

13. This Resolution supplements and reaffirms any previous Solid Waste Resolutions and except where the terms of this Resolution conflict with said previous Resolution, the terms of this Resolution shall control.

Adopted this 8TH day of July, 2013.

Augusta, Georgia

BY: _____

AGM 7/14/13 As Its Mayor

Attest: _____

Clerk of Commission