

ANNUAL FINANCIAL REPORT
OF THE
RAMSEY/WASHINGTON COUNTY
RESOURCE RECOVERY PROJECT BOARD

Year Ended December 31, 2011

Prepared by:
Budgeting & Accounting Division
County Manager's Department
Ramsey County, Minnesota

**RAMSEY/WASHINGTON COUNTY
RESOURCE RECOVERY PROJECT BOARD**

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May 15, 2012

Honorable Chair & Members
Ramsey/Washington County Resource Recovery Project Board
15 W. Kellogg Blvd
St. Paul, MN 55102

The annual financial report of the Ramsey/Washington County Resource Recovery Project Board is submitted for the fiscal year ended December 31, 2011. This report was prepared by the Ramsey County Budgeting & Accounting Office. Responsibility for both the accuracy of the presented data and completeness and fairness of the presentation, including all disclosures, rests with administration of the Resource Recovery Project.

We believe the data are accurate in all material aspects and sets forth the financial position and results of operations of the Project Board, as measured by the financial activity of its fund, and all disclosures necessary to enable maximum understanding of the financial affairs of the Project Board.

Organization and Purpose

The Ramsey/Washington County Resource Recovery Project Board was established according to a Joint Powers Agreement approved by Ramsey and Washington Counties, in recognition of the need for developing alternatives to landfill disposal of solid waste and for recovering valuable resources, and in response to the directives of the State of Minnesota. In 2011 the Project Board consisted of four Washington County Commissioners and five Commissioners from Ramsey County.

At inception, the Project Board administered the responsibilities of both Counties regarding their joint Service Agreement with Northern States Power Company (NSP) for design, construction, ownership and operation of the Resource Recovery Facility located in the city of Newport. In 1993, the Service Agreement with NSP was amended to transfer ownership of the Newport Facility from NSP to NRG Energy, Inc. In June 2006, the Service Agreement was amended to transfer the ownership of, and responsibility for, the Facility from NRG to Resource Recovery Technologies (RRT). The Service Agreement remained in effect until December 31, 2006.

Beginning January 1, 2007, the Counties and RRT entered into a new Processing Agreement. Pursuant to that agreement the Counties are obligated to pay a processing payment to the owner

of the facility for each ton of Ramsey/Washington waste delivered to the facility up to 350,000 tons, and also to pay a rebate to waste haulers that deliver waste to the Facility. RRT is responsible for contracting with waste haulers for delivery of waste, and for meeting a number of service guarantees. The RRT-owned facility continues to accept mixed municipal solid waste generated in Ramsey and Washington Counties, as well as other counties, and process it into fuel that is used at two electric generating plants owned by Xcel Energy.

At the same time that the Counties entered into the Processing Agreement with RRT, the Joint Powers Agreement was amended. The administrative structure outlined in the current JPA includes:

- A Joint Staff Committee (JSC) comprised of one (1) member of the Washington County Department of Health and Environment, one (1) member of the Saint Paul - Ramsey County Department of Public Health, Environmental Health Section, one (1) member of the Ramsey County Budgeting and Accounting Office. Authorization to the JSC to carry out project management activities is provided for in the Joint Powers Agreement
- Staff support is provided by the Saint Paul – Ramsey County Department of Public Health including project administration, financial management, and clerical support. Staff support is reimbursed to Ramsey County by the Project.
- Designation of the lead staff person for the Joint Staff Committee as the County Staff Person on the Joint Staff Committee from the County represented by the Chair of the Project Board.
- Advisory support by representatives of the two County Attorney’s offices and budgeting and accounting offices of each County.

The operations of the Project Board have been financed by Ramsey and Washington Counties in proportion to the estimated quantity of waste generated by each county as set forth in the Joint Powers Agreement.

Reporting Entity

Significant Events in 2011

This year marked the fifth year of the new Joint Powers Agreement (JPA) between the Counties for the Resource Recovery Project and the Solid Waste Processing Agreement with RRT. Under the agreement, each year RRT has to assure that at least 280,800 tons of waste would be delivered to the Facility. In 2011, RRT contracted with 43 haulers who delivered over 304,193 tons of waste from Ramsey and Washington Counties. Rebates of \$14 per ton totaled \$4,371,100 for municipal solid waste delivered to the Facility by haulers in compliance with rebate requirements. Because the Facility is now considered a “merchant facility” and can market its services more freely, RRT is able to secure waste from other counties to meet its business needs.

In addition to meeting its plant delivery minimum, RRT also met two important performance guarantees. The Facility was able to process over 95.6 percent of the County waste it received (85% is the required standard) and recovered nearly 93.7 percent of secondary materials like ferrous and aluminum (85% recovery is the required standard).

During 2011, the Project embarked on a joint County effort to build on its previous work on organic waste management. Since 2003, the Project has retained a consultant, JL Taitt and Associates, to provide outreach and technical assistance to non-residential generators of organic waste. For three years, the Project has contracted with Second Harvest Heartland for food rescue services - recovering edible food waste - primarily from grocery stores and supplying it to recipient agencies such as food shelves and homeless shelters.

The Project provides outreach and promotion to both Counties on general solid waste issues. Working jointly provides some efficiency in design and delivery of messages, as well as consistency in the east-metro area. Each County also has its own efforts to reach various residential and non-residential audiences; the Project's efforts are designed to complement the work of each County. Activities in 2011 included publications mailed directly to households in both counties, online advertising, lending Trash Trunks for group educational activities, and tours of the Facility.

Financial Management

The Project Board uses the Ramsey County accounting system, as provided by the Joint Powers Agreement.

Internal Controls:

Management of the County is responsible for establishing and maintaining internal controls designed to ensure that the assets of the government are protected from loss, theft or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. Internal controls are designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the costs of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

We believe that the County's internal accounting controls adequately safeguard assets and provide reasonable assurance and proper recording of financial transactions.

Budgetary Control:

Budgetary control is maintained at a departmental level by encumbrance of estimated purchase and contract amounts prior to the release of purchase orders and contract payments to vendors. Purchase orders or contracts, which result in an overrun of line item balances, are not released until additional appropriations are made available.

Notes to the Financial Statements:

The Notes to the Financial Statements, presented with the financial statements, are an integral part of this annual financial report and should be read for a fuller understanding of the statements and information presented within.

Independent Audit

Minnesota State Law requires an audit of the books of account, financial records and transactions by the State Auditor. This requirement has been complied with and the Auditor's opinion has been included in this report. The State Auditor will issue a management and compliance letter covering the review made as part of the Resource Recovery Project's system of internal control and compliance with applicable legal provisions. The management and compliance letter will not modify or affect, in any way, this report on the financial statements.

Acknowledgements

We thank the Ramsey/Washington County Resource Recovery Project Board members for their interest and support in planning and conducting the financial activities of the Project Board in a responsible manner.

Sincerely,



Judy Hunter, Lead Staff
Resource Recovery Joint Staff Committee



Lee Mehrkens, Director
Ramsey County Budgeting & Accounting

**RAMSEY/WASHINGTON COUNTY
RESOURCE RECOVERY PROJECT BOARD**

**ORGANIZATION
December 31, 2011**

Project Board

Dennis Hegberg	Chair	Commissioner-Washington County
Victoria Reinhardt	Vice-Chair	Commissioner-Ramsey County
Toni Carter	Member	Commissioner-Ramsey County
Gary Kriesel	Member	Commissioner-Washington County
Rafael Ortega	Member	Commissioner-Ramsey County
Jan Parker	Member	Commissioner-Ramsey County
Bill Pulkrabek	Member	Commissioner-Washington County
Janice Rettman	Member	Commissioner-Ramsey County
Lisa Weik	Member	Commissioner-Washington County

County Attorneys

Peter Orput	Washington County
John Choi	Ramsey County

Joint Staff Committee
Project Management

Zack Hansen	Ramsey County Environmental Health
Judy Hunter	Washington County Public Health and Environment (Lead Staff)
Sue Kuss	Ramsey County Budgeting & Accounting

Support & Advisory Staff

Gail Blackstone	Ramsey County	Human Resources Director
Lee Mehrkens	Ramsey County	Budgeting & Accounting Director
Johanna Berg	Ramsey County	Chief Information Officer
Harley Will	Washington County	Financial Services Director



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA

OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
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INDEPENDENT AUDITOR'S REPORT

Ramsey/Washington County
Resource Recovery Project Board

We have audited the financial statements of the governmental activities and the General Fund of the Ramsey/Washington County Resource Recovery Project Board as of and for the year ended December 31, 2011, which collectively comprise the Project Board's basic financial statements, as listed in the table of contents. These financial statements are the responsibility of the Project Board's management. Our responsibility is to express an opinion on these financial statements based on our audit. The prior year partial comparative information has been derived from the Project Board's 2010 financial statements and, in our report dated April 29, 2011, we expressed unqualified opinions on the respective governmental activities and the General Fund.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and the General Fund of the Ramsey/Washington County Resource Recovery Project Board as of December 31, 2011, and the respective changes in financial position thereof and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. In accordance with auditing standards generally accepted in the United States of America, we have applied certain limited procedures to the required supplementary information, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Project Board's basic financial statements. The introductory section is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.



REBECCA OTTO
STATE AUDITOR



GREG HIERLINGER, CPA
DEPUTY STATE AUDITOR

May 15, 2012

MANAGEMENT'S DISCUSSION AND ANALYSIS **(Unaudited)**

The management of Ramsey/Washington County Resource Recovery Project Board offers readers of its financial statements, this narrative overview and analysis of its financial activities for the fiscal year ended December 31, 2011. Readers are encouraged to consider this information in conjunction with additional information that has been furnished in the letter of transmittal and notes to the financial statements which can be found on pages 1 and 17 respectively, of this report.

The funds and entities related to the Ramsey/Washington County Resource Recovery Project Board included in the Annual Financial Report are considered to be under the responsibility of the Project Board. Ramsey and Washington Counties are each responsible for reporting their share of the financial information from this joint venture.

Financial Highlights

- The assets of the Ramsey/Washington County Resource Recovery Project Board exceeded its liabilities at the close of the most recent fiscal year by \$5,545,936 (net assets). This entire amount (unrestricted net assets) may be used to meet ongoing obligations to creditors.
- The total net assets decreased by \$372,453. This compares with 2010 when net assets increased \$5,931.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to Ramsey/Washington County Resource Recovery Project Board's basic financial statements. The basic financial statements comprise three components: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the financial statements.

Government-wide financial statements – The government-wide financial statements are designed to provide readers with a broad overview of the Ramsey/Washington County Resource Recovery Project Board's finances, in a manner similar to a private-sector business.

The Statement of Net Assets presents information on all of Ramsey/Washington County Resource Recovery Project Board's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Project Board is improving or deteriorating.

The Statement of Activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Fund financial statements – A fund is a grouping of related accounts used to maintain control over resources that have been segregated for specific activities or objectives. Ramsey/Washington County Project Board, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The fund of the Project Board is classified as a governmental fund.

Governmental funds – Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government’s near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government’s near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

Financial Analysis of Ramsey/Washington County Resource Recovery Project Board

Government-wide Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of a government’s financial position. In the case of the Ramsey/Washington County Resource Recovery Project Board, assets exceeded liabilities by \$5,545,936 at the close of the most recent fiscal year and by \$5,918,389 at the close of 2010.

Net Assets

	<u>Governmental Activities</u>	
	<u>2011</u>	<u>2010</u>
Current and Other Assets	<u>\$6,532,784</u>	<u>\$6,904,918</u>
Total Assets	6,532,784	6,904,918
Other Liabilities	<u>986,848</u>	<u>986,529</u>
Total Liabilities	986,848	986,529
Net Assets:		
Unrestricted	<u>5,545,936</u>	<u>5,918,389</u>
Total Net Assets	<u>\$5,545,936</u>	<u>\$5,918,389</u>

Changes in Net Assets

	Governmental Activities	
	2011	2010
Revenues:		
Program Revenues:		
Charges for Services	\$9,377,526	\$10,225,367
General Revenues:		
Investment Earnings	1,445	4,307
Miscellaneous	20,255	13,293
Total Revenues	9,399,226	10,242,967
Expenses:		
Sanitation	9,771,679	10,237,036
Increase/(Decrease) in Net Assets	(372,453)	5,931
Net Assets – Beginning of the Year	5,918,389	5,912,458
Net Assets – End of the Year	\$ 5,545,936	\$ 5,918,389

The Ramsey/Washington County Resource Recovery Project Board is reimbursed for all its expenditures net of revenues received by Ramsey and Washington Counties when the cash has been used.

General Fund Budgetary Highlights

Beginning in 2008, no salaries and benefits are directly charged to the Resource Recovery Project. Salaries for employees assigned to the Resource Recovery Project are budgeted in the Public Health Department’s budget. Employees then charge the Board the portion of their salaries and benefits spent working on the Board in County Project Management Services to an Other Services and Charges account.

Economic Factors Rates and Next Year’s Budget

The Project operated under a new Solid Waste Processing Agreement (the Agreement) with RRT that began January 1, 2007. The Agreement calls for a processing payment for each ton of Ramsey/Washington waste delivered to the facility up to a maximum of 350,000 tons per year. The processing payment began at \$40 per ton and is decreasing over time until 2013 when the rate becomes \$-0-. The project began a hauler rebate program January 1, 2007. The rebate program rebates \$14 per ton for each ton they deliver to the facility. This agreement provides for a way for the Counties to avoid subsidizing waste processing. The 2011 budget assumed 350,000 tons of waste deliveries at the Newport Resource Recovery Facility. Each county is responsible for financing its share of the estimated \$10,150,000 balance needed to pay the processing payment, the hauler rebates, food rescue program, and an organics management program. The amount each county is estimated to pay is calculated as follows:

Ramsey County (73% share)	\$ 7,884,000
Washington County (27% share)	<u>2,916,000</u>
Total	<u>\$10,800,000</u>

Request for Information

This financial report is designed to give a general overview of the Ramsey/Washington County Resource Recovery Project Board's finances. Requests for additional information or questions concerning any information provided in this report should be addressed to Ramsey County Budgeting & Accounting Office, Room 270 Courthouse, 15 West Kellogg Boulevard, St. Paul, MN 55102.

**RAMSEY / WASHINGTON COUNTY
RESOURCE RECOVERY PROJECT BOARD
STATEMENT OF NET ASSETS
DECEMBER 31, 2011
WITH COMPARATIVE AMOUNTS AS OF DECEMBER 31, 2010**

	GOVERNMENTAL ACTIVITIES	
	<u>2011</u>	<u>2010</u>
ASSETS		
Cash and Investments	\$ 3,347,874	\$ 3,431,821
Due From Other Governments	3,184,910	3,473,097
Total Assets	6,532,784	6,904,918
LIABILITIES		
Accounts Payable	567,147	900,945
Contracts Payable	397,230	26,138
Due to Other Governments	22,471	59,446
Total Liabilities	986,848	986,529
NET ASSETS		
Unrestricted	5,545,936	5,918,389
TOTAL NET ASSETS	\$ 5,545,936	\$ 5,918,389

See accompanying notes to the financial statements.

EXHIBIT B

**RAMSEY / WASHINGTON COUNTY
RESOURCE RECOVERY PROJECT BOARD
STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2011
WITH COMPARATIVE AMOUNTS AS OF DECEMBER 31, 2010**

	GOVERNMENTAL ACTIVITIES	
	<u>2011</u>	<u>2010</u>
Expenses:		
Sanitation:		
Materials and Services	\$ 9,771,679	\$ 10,237,036
Total Program Expenses	9,771,679	10,237,036
Program Revenues:		
Charges for Services	9,377,526	10,225,367
Net Program Expense	(394,153)	(11,669)
General Revenues:		
Investment Earnings	1,445	4,307
Miscellaneous	20,255	13,293
Total General Revenues	21,700	17,600
 Increase (Decrease) in Net Assets	 (372,453)	 5,931
Net Assets - Beginning of the Year	5,918,389	5,912,458
Net Assets - End of the Year	\$ 5,545,936	\$ 5,918,389

See accompanying notes to the financial statements.

**RAMSEY / WASHINGTON COUNTY
RESOURCE RECOVERY PROJECT BOARD
BALANCE SHEET GOVERNMENTAL FUND
YEAR ENDED DECEMBER 31, 2011
WITH COMPARATIVE AMOUNTS AS OF DECEMBER 31, 2010**

	GENERAL FUND	
	2011	2010
ASSETS		
Cash and Short Term Investments	\$ 3,347,874	\$ 3,431,821
Due From Other Governments	3,184,910	3,473,097
TOTAL ASSETS	6,532,784	6,904,918
LIABILITIES AND EQUITY		
Liabilities:		
Accounts Payable	567,147	900,945
Contracts Payable	397,230	26,138
Due to Other Governments	22,471	59,446
Deferred Revenue	-	249,768
Total Liabilities	986,848	1,236,297
Equity:		
Fund Balance:		
Assigned - Sanitation	-	14,521
Unassigned	5,545,936	5,654,100
Total Fund Balance	5,545,936	5,668,621
Reconciliation to Statement of Net Assets (Exhibit A)		
Amounts reported for governmental activities in the statement of net assets are different because:		
Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the funds.	-	249,768
NET ASSETS OF GOVERNMENTAL ACTIVITIES	\$ 5,545,936	\$ 5,918,389

See accompanying notes to the financial statements.

**RAMSEY / WASHINGTON COUNTY
RESOURCE RECOVERY PROJECT BOARD
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE IN GOVERNMENTAL FUND
FOR YEAR ENDED DECEMBER 31, 2011
WITH COMPARATIVE AMOUNTS AS OF DECEMBER 31, 2010**

	<u>GENERAL FUND</u>	
	<u>2011</u>	<u>2010</u>
Revenues:		
Intergovernmental	\$ 9,627,294	\$ 10,329,680
Investment Earnings	1,445	4,307
Miscellaneous	20,255	13,293
Total Revenues	<u>9,648,994</u>	<u>10,347,280</u>
Expenditures:		
Sanitation		
Other Services and Charges	9,771,679	10,237,036
Total Expenditures	<u>9,771,679</u>	<u>10,237,036</u>
Excess (Deficiency) of Revenues Over Expenditures	(122,685)	110,244
Fund Balance at Beginning of Year	<u>5,668,621</u>	<u>5,558,377</u>
Fund Balance at End of Year	<u>5,545,936</u>	<u>5,668,621</u>
Reconciliation to Statement of Activities (Exhibit B):		
Net Change in Fund Balances - Governmental Fund	(122,685)	110,244
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds	(249,768)	(104,313)
Change in Net Assets - Governmental Activities	<u>\$ (372,453)</u>	<u>\$ 5,931</u>

See accompanying notes to the financial statements.

**RAMSEY / WASHINGTON COUNTY
RESOURCE RECOVERY PROJECT BOARD
STATEMENT OF REVENUES, EXPENDITURES, ENCUMBRANCES, AND CHANGES
IN FUND BALANCE GOVERNMENTAL FUND
BUDGETARY COMPARISONS (NON-GAAP BUDGETARY BASIS)
YEAR ENDED DECEMBER 31, 2011**

	BUDGET		ACTUAL ON A BUDGETARY BASIS ENCUMBRANCES INCLUDED	VARIANCE
	ORIGINAL	FINAL		
Revenues:				
Intergovernmental	\$ 11,608,017	\$ 11,608,017	\$ 9,627,294	\$ (1,980,723)
Investment Earnings	53,200	53,200	1,445	(51,755)
Miscellaneous	-	-	20,255	20,255
Total Revenues	<u>11,661,217</u>	<u>11,661,217</u>	<u>9,648,994</u>	<u>(2,012,223)</u>
Expenditures:				
Other Services and Charges	11,661,217	11,661,217	9,771,679	1,889,538
Total Expenditures	<u>11,661,217</u>	<u>11,661,217</u>	<u>9,771,679</u>	<u>1,889,538</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>-</u>	<u>-</u>	<u>(122,685)</u>	<u>(122,685)</u>
Fund Balance at Beginning of Year	<u>6,175,859</u>	<u>6,175,859</u>	<u>5,668,621</u>	<u>(507,238)</u>
Fund Balance at End of Year	<u>\$ 6,175,859</u>	<u>\$ 6,175,859</u>	<u>\$ 5,545,936</u>	<u>\$ (629,923)</u>

See accompanying notes to the financial statements.

**RAMSEY / WASHINGTON COUNTY
RESOURCE RECOVERY PROJECT BOARD
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2011**

**1. SUMMARY OF SIGNIFICANT
ACCOUNTING POLICIES**

Ramsey and Washington Counties of Minnesota jointly entered into a construction agreement and a service agreement with Northern States Power Company (NSP) to build and operate a resource recovery facility which produces refuse derived fuel to be burned at NSP's electric plants. In 1993, the service agreement with NSP was amended to transfer ownership of the Newport Facility from NSP to NRG Energy, Inc. In 2000, Northern States Power Company merged with New Century Energies to form Xcel Energy (Xcel). In June 2006, the service agreement was amended to transfer the ownership of the facility from NRG to Resource Recovery Technologies (RRT). The service agreement remained in effect until December 31, 2006. The service agreement obligated the Counties to deliver a minimum of 280,800 tons of solid waste per year to the project and pay a service fee based upon each ton of solid waste handled by the facility, subject to a minimum fee based on 280,800 tons per year minimum and certain other adjustments. Owners of the facility are obligated to accept, process, transport, and dispose of most of the County waste delivered to the facility for twenty years. The service agreement was terminated December 31, 2006, and the Counties entered into a new Solid Waste Processing Agreement with RRT.

The new agreement calls for a processing payment to be paid on the tons of solid waste delivered to the facility up to a maximum of 350,000 tons per year.

A joint powers agreement between Ramsey and Washington Counties created the Resource Recovery Project Board consisting of four representatives from Washington County, and five Ramsey County Commissioners. The representatives and Commissioners are appointed by the respective County Boards with the Chair of the Project Board rotating between the

Commissioners from each County on a biennial basis.

The accounting policies of the Resource Recovery Board conform to generally accepted accounting principles. The following is a summary of the more significant policies.

A. FINANCIAL REPORTING ENTITY

The Project Board has the authority to make administrative decisions regarding the Processing Agreement with RRT and to administer several joint solid waste management activities, such as administering a hauler rebate program. The Project Board does not have the Authority for Project Board budget approval, levying taxes or assessing waste management service charges to finance the budget, and establishing the tipping fee to be charged at the facility, which require approval of the two County Boards.

The joint powers agreement establishes the apportionment between the two Counties of the administrative costs and processing payments to RRT, which is established in the joint powers agreement at 73 percent Ramsey County and 27 percent Washington County for the term of the agreement.

The joint powers agreement also provides that Ramsey County carries out the administrative duties of the Project, including financial management and clerical support. The Project reimburses Ramsey County for the staffing and services provided.

**B. GOVERNMENT-WIDE AND FUND
FINANCIAL STATEMENTS**

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all activities of the Project. The statement of activities demonstrates the

**RAMSEY / WASHINGTON COUNTY
RESOURCE RECOVERY PROJECT BOARD
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2011**

degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues are charges for services provided by a given function. Separate financial statements are provided for the governmental fund.

C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION

The Statement of Net Assets and the Statement of Activities are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Interest associated with the current fiscal period is considered to be susceptible to accrual and has been recognized as revenue of the current fiscal period. Miscellaneous revenue is considered to be measurable and available only when cash is received by the government.

D. BUDGET AND BUDGETARY ACCOUNTING

The Board adopts a budget for the General Fund on the modified accrual basis of accounting. The Statement of Revenues, Expenditures, and Changes in Fund Balance (Exhibit D) is prepared on a Generally Accepted Accounting Principles (GAAP) basis. Results of operations included in the Statement of Revenues, Expenditures, Encumbrances, and Changes in Fund Balance-Budgetary Comparisons (Exhibit E), are presented on a Non-GAAP budgetary basis. No adjustments are necessary this year to convert actual expenditures reported on the budgetary basis in Exhibit E to the GAAP basis as reported in Exhibit D because there are no encumbrances in 2011.

Encumbrances

Encumbrance accounting, under which purchase orders, contracts, capital reserves, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the General Fund. Encumbrances outstanding at year-end are reported as assignments of fund balances and provide authority for the carry-over of appropriations to the subsequent year in order to complete these transactions.

E. ASSETS, LIABILITIES, AND EQUITY ACCOUNTS

1) Assets:

Deposits and Investments:

Project Board cash balances are invested by Ramsey County to the extent available in certificates of deposit and other authorized investments. Earnings from these investments are allocated monthly

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to the Board's General Fund based on average daily balances during the month.

Minn. Stat. Sections 118.A02 and 118A.04 authorize Ramsey County to deposit its cash and to invest in certificates of deposit in financial institutions designated by the County Board.

Minnesota Statutes require that all County deposits be covered by insurance, surety bond, or collateral. The County invests available cash in various securities in accordance with requirements set forth in Minnesota Statutes. All investments are stated at fair value, except commercial paper and repurchase agreements, which are valued at cost, which approximates fair value.

Due From Other Governments:

Amounts due from other governments, at December 31, 2011 and 2010 totaling \$3,184,910 and \$3,473,097 respectively, and are due from Ramsey and Washington Counties.

2) Liabilities:

Long-term liabilities are accounted for in the government-wide Statement of Net Assets.

3) Equity:

Fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the Project is "bound to honor constraints on the specific purposes for which amounts in the fund can be spent" in accordance with GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

The components for reporting the Project's fund balance are nonspendable,

restricted, committed, assigned, and unassigned. Nonspendable fund balance includes those amounts that are not in spendable form, or are legally or contractually required to be maintained intact. Restrictions on fund balance are for a specific purpose, either externally imposed or imposed by law. Fund balance amounts that are committed need to be authorized prior to year-end and require a resolution by the Project Board to establish or modify the commitment. The Project Board is the Projects's highest level of decision making. Fund balance amounts that are assigned represent management intent for specific purposes. Assignments are subject to change and can be set by a lower level of authority designated by the Project Board. The unassigned fund balance represents the residual net resources.

The Project Board considers restricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. The Project does not have a formal policy for its use of unrestricted fund balance amounts; therefore, it considers committed amounts to be used first, followed by assigned amounts, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

F. PRIOR YEAR COMPARATIVE DATA/RECLASSIFICATIONS

The basic financial statements include certain prior year comparative information in total but not at the level of detail required for a presentation in conformity with generally accepted accounting principles.

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Accordingly, such information should be read in conjunction with the government's financial statements for the year ended December 31, 2010, from which the summarized information was derived.

2. DETAILED NOTES

OPERATING LEASE

Project Board staff moved to office space co-located with the Saint Paul-Ramsey County Department of Public Health Environmental Health section located in Maplewood.

Rental expense for office space included in expenditures for the year ended December 31, 2011 was \$30,788.

3. PENSION PLANS

As mentioned in the discussion of Liabilities in Section E, personnel are no longer directly charged to the Board. Thus, for 2007 and subsequent years, Project employees will be budgeted in the Ramsey County Public Health Department and pension plan contributions will be reported by the County.

4. RISK MANAGEMENT

The Resource Recovery Project is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; or natural disasters. The Resource Recovery Project is a member of the Minnesota Counties Insurance Trust (MCIT) to cover property and casualty liabilities.

For liabilities, the Resource Recovery Project carries commercial insurance. The Resource Recovery Project has not reduced insurance coverage in the past year and has not had settlements in excess of insurance coverage in any of the past three years.

As of January 1, 2007, the employees of the Resource Recovery Project became employees of the Saint Paul - Ramsey County Department of Public Health, a department of Ramsey County, and are covered for Workers' Compensation claims by Ramsey County.

The Property and Casualty Division of MCIT is self-sustaining and the Resource Recovery Project pays an annual premium to cover current and future losses. The MCIT carries reinsurance for its property lines to protect against catastrophic losses. Should the MCIT Property and Casualty Division liabilities exceed assets, MCIT may assess the Project in a method and amount to be determined by MCIT.

5. FINANCIAL CONDITION

Since 2007, the Processing Agreement between the Counties and RRT has specified that the tipping fee will be set by RRT. The project pays a per ton Processing Payment for each ton of Ramsey/Washington County waste delivered to RRT's facility. Pursuant to the current Processing Agreement, the processing payment is \$15 per ton in 2011 and will be reduced to \$10 per ton in 2012. In each of these years, the processing payment is paid on tons delivered up to 350,000 tons per year.

The 2011 budget assumed 350,000 tons of waste deliveries at the Newport Resource Recovery Facility. Each County is responsible for financing its share of the estimated \$5,250,000 in processing payments. In addition, as part of the Processing Agreement, the Counties have established a hauler rebate program, where \$14 is rebated to haulers for each ton of Ramsey/Washington County waste they deliver to the facility, following application for a rebate and verification by the Project. The agreement calls for RRT to contract with haulers and landfills directly so the project terminated all

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contracts with those entities effective December 31, 2006. Hauler rebates were budgeted at \$4,900,000 in 2011.

In 2011, besides the processing fee and hauler rebates discussed above, a food rescue program was included in the 2011 budget at \$50,000 and \$600,000 was budgeted for an organics management program. The total processing service budget was \$10,800,000 calculated as follows:

Ramsey County (73% share)	\$ 7,884,000
Washington County (27% share)	<u>2,916,000</u>
Total	<u>\$10,800,000</u>