

AGENDA
LOUDON COUNTY SOLID WASTE DISPOSAL COMMISSION
June 14, 2016
6:30 p.m.
LOUDON COUNTY COURTHOUSE ANNEX
Loudon, Tennessee

1. Opening of Meeting, Pledge of Allegiance, Invocation
2. Approval of Minutes – May 10, 2016
3. Items of Public Concern
4. Cash Activity Report
5. Operations Report
6. Poplar Springs Update
7. Investment Options Update
8. Attorney’s Report
9. Tire Disposal Fee Evaluation
10. Chairman’s Report
11. Stakeholder Letter Regarding Long Term Extension of the Santek Contract
12. Other Items of Commission’s Consideration
13. Adjourn

Loudon County Department of Accounts and Budgets
Solid Waste Disposal Fund 207
Monthly Financial Report
May 2016

April 2016 Combined Ending Cash Balance per Monthly Report		3,170,101.30
Adjustments:		
	0.00	
	0.00	
Total Adjustments		0.00
Adjusted April 2016 Combined Ending Balance per Loudon Co Trustee		3,170,101.30

Solid Waste Disposal Commission Operating Fund

Operating Fund Ending Balance April 2016		2,858,558.21
Cash Receipts:		
Trustee's Collections - Prior Year	0.01	
Trustee's Collections - Bankruptcy	0.24	
Surcharge - Host Fees (Apr 2016)	11,130.64	
Surcharge - Security Fees (Apr 2016)	14,569.65	
Investment Income	1,295.44	
Total Monthly Revenue		26,995.98
Cash Disbursements:		
Board & Committee Members Fees	(250.00)	
Audit Services (Mitchell Emert & Hill)	0.00	
Contracts with Private Agencies (Santek)		
Engineering Services (Santek)		
Contributions (Loudon Utilities - Quarterly)	0.00	
Legal Services (Kennerly April 2016)	(2,500.00)	
Legal Notices		
Travel (Hamilton)	(333.02)	
Other Contracted Services (Mowing)		
Materials	0.00	
Building & Content Insurance		
In-Service/Staff Development		
Trustee's Commission	(263.28)	
Total Cash Disbursements		(3,346.30)
Expenditure Credit:		
Trustee Commission Adjustment		0.00
<u>Operating Fund Ending Balance May 2016</u>		2,882,207.89

Poplar Springs Subfund

Poplar Springs Subfund Balance April 2015		311,543.09
Cash Receipts:		
	0.00	
Total Monthly Revenue		0.00
Cash Disbursements:		
Legal Services		
Total Cash Disbursements		0.00
<u>Poplar Springs Subfund Balance May 2016</u>		311,543.09

<u>TOTAL COMBINED OPERATING AND POPLAR SPRINGS MAY 2016 BALANCE</u>		3,193,750.98
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Combined Summary - May 2016		
Beginning Balance		3,170,101.30
Plus Operating Revenue		26,995.98
Less Operating and Poplar Springs Disbursements		(3,346.30)
TOTAL COMBINED BALANCE - MAY 2016		3,193,750.98



Office of Rollen "Buddy" Bradshaw
Loudon County Mayor

100 River Road • Suite 106 • Loudon, Tennessee 37774

Chairman Field,

This letter is a response to the request from the Loudon County Solid Waste Disposal Commission (LCSWDC) for feedback from its stakeholders regarding Santek's proposal for a long term extension to the current Operating Agreement for the Matlock Bend Landfill.

The Mayors (Loudon County, City of Loudon, and Lenoir City) have consulted with their respective elected representatives (County Commission, City Councils) and have discussed the issues and generally concluded that a long term extension to the existing Agreement with Santek does not serve the best interests of the citizens of Loudon County.

We recognize the long term relationship Santek has had serving Loudon County and are quite concerned with the apparent lack of willingness by Santek to negotiate what would appear to be a minor rate adjustment back to the LCSWDC to make up for an anticipated shortfall to cover closure/post-closure expenses for the Landfill.

Public/private partnerships like the arrangement the LCSWDC has with Santek are only successful where both parties work toward an agreed upon and common objective. While the proposals put forth by Santek for a long term extension are not insignificant, the Mayors and elected officials are quite concerned with the lack of forthrightness from Santek in working as a partner in this endeavor.

In a successful partnership both sides have an opportunity to show flexibility and accommodation in reaching what should be a mutually beneficial result. Agreeing to minor rate adjustment back to the LCSWDC could easily be phased in over time or similarly instituted so as to not upset a very competitive market.



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The LCSWDC has provided Santek with a very flexible Operating agreement which has allowed Santek to take full advantage of a resource provided by Loudon County. We recognize that Santek is not a philanthropic organization and requires a fair profit for its investments in Loudon County. We would hope this partnership extends that relationship such that the apparent projected shortfall in closure/post-closure funding is addressed in a way that accommodates both the LCSWDC and Santek.

In conclusion, we do not support any long term extension of the existing Agreement with Santek and would encourage the LCSWDC and Santek to arrive at an appropriate funding mechanism to address this revenue shortfall in the near future.

Respectively,

Honorable Buddy Bradshaw
Loudon County Mayor

Honorable Tony Aikens
Lenoir City Mayor

Honorable Jim Greenway
Loudon City Mayor

June ____, 2016

Matlock's Tire Service
c/o Jimmy Matlock

**Re: Loudon County Solid Waste Disposal Commission
Tire Disposal Fees**

Dear Mr. Matlock:

The Loudon County Solid Waste Disposal Commission ("LCSWDC") received your email dated March 8, 2016, wherein you requested that LCSWDC investigate the current tire disposal fees charged by Santek Environmental, Inc. ("Santek"), as operator of the Matlock Bend Landfill (the "Landfill"), relative to the actual costs incurred by Santek to dispose of the tires brought to the Landfill. In addition, you requested that LCSWDC look into the tire disposal policies at other area landfills for comparison.

LCSWDC has thoroughly investigated your areas of inquiry related to tire disposal at the Landfill. To begin with, Santek has provided LCSWDC with accounting records to document both the fees received for tires brought to the Landfill and the actual costs incurred by Santek for disposing of such tires. In 2015, Santek accepted 29,791 tires for disposal at the Landfill, and charged a tire disposal fee \$1.25 per tire. These transactions resulted in gross revenue of \$37,238.75. Santek also received reimbursement from Loudon County of \$26,737.00 for disposing of manifested tires. During this same time period, Santek paid Liberty Tire \$46,476.94 for tire disposal. Santek also incurred administrative charges, staff labor, and material expenses of \$17,694.65 related to its administration of the tire disposal program on behalf of LCSWDC. (An itemization of Santek's administrative charges, staff labor, and material expenses is attached as Exhibit 1). Thus, in 2015 Santek experienced a net loss of \$195.84 related to tire disposal at the Landfill.

In addition, LCSWDC investigated the tire disposal policies at other area landfills, and found the following active policies:

McMinn County:

Manifested tires (tire dealer rate): \$24.00 per ton
Non-manifested tires (individuals): \$91.00 per ton

Blount County:

Manifested tires (dealers): free
Non-manifested tires (individuals): up to 8 tires \$2.00 each. More than 8 tires \$102.00 per ton
Large truck tires: \$2.50 each
Large agricultural tires \$15.50 each

Roane County:

Manifested tires (tire dealer rate): \$30.00 per ton

Non-manifested tires (individuals) \$1.00 each

Trucking companies or other volume tire disposal (non-manifested) \$100.00 per ton

Monroe County:

Manifested tires (dealers): free

Non-manifested tires (individuals) \$2.50 each for passenger car tires

Large truck tires \$5.00 each

Large agricultural tires \$15.00 each

Based upon the information above, LCSWDC believes that its current tire disposal program is reasonable in light of the actual costs for disposing tires brought to the Landfill. LCSWDC also believes that its tire disposal program is in line with the tire disposal policies at other area landfills.

Please let me know if you have any questions regarding LCSWDC's tire disposal program. Thank you for your consideration.

Steve Field

Chairman, Loudon County Solid Waste Disposal Commission

Tire Landfill Expense for Loudon

		<u>Labor and</u>			
		<u>Equipment Rates</u>	<u>Hours Per Load</u>	<u>Loads</u>	
<u>Labor Hours</u>		20.25	4.5	30	\$ 91.13
<u>Equipment</u>	<u>Track Hoe</u>	85.00	2.5	30	\$ 212.50
	<u>Tractor</u>	50.00	1	30	\$ 50.00
<u>Swap Trailer</u>		25.65	1	30	\$ 25.65
					\$ 379.28
					\$ 11,378.25
			<u>Hours Per Week</u>	<u>Weeks</u>	
<u>Scalehouse</u>		20.38	2	52	\$ 40.76
					\$ 2,119.52
<u>Corporate</u>		24.97	2	52	\$ 49.94
					\$ 2,596.88
<u>Materials</u>	<u>Rock</u>	4 Loads	\$400.00 per Load		\$ 1,600.00
					Grand Total \$ 17,694.65

**Monthly Operations Report
Matlock Bend Landfill
June 14, 2016**

**Presented by:
Santek Environmental, Inc.**



650 25th Street, N.W., Suite 100
Cleveland, Tennessee 37311
(423) 303-7101

Email: mail@santekenviro.com
Internet: www.santekenviro.com

- I. OPERATIONS**
 - A. Tonnage Report
 - B. Customer Report
 - C. Inspection
 - D. Materials Classification Report
 - E. Waste Characterization Report
 - F. Tire Report

- II. ENGINEERING**
 - A. Remaining Airspace Utilization Schedule
 - B. Closure/Post-Closure Acreage

- III. HOST & SECURITY FEES**

LANDFILL TONNAGE VOLUME
MONTH ENDING -
MAY 2016

MATLOCK BEND LANDFILL

MONTH	2015	2016	2015 TO 2016
JANUARY	12,350.37	13,035.08	684.71
FEBRUARY	9,780.01	13,619.92	3,839.91
MARCH	14,194.83	15,803.85	1,609.02
APRIL	14,753.38	14,569.65	(183.73)
MAY	13,573.83	14,994.10	1,420.27
JUNE			0.00
JULY			0.00
AUGUST			0.00
SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			0.00
DECEMBER			0.00
TOTAL	64,652.42	72,022.60	7,370.18

**DAILY AVG FOR ANY
 RUNNING 30 DAY
 PERIOD 499.81**

CITY OF LOUDON

MONTH	2015	2016	2015 TO 2016
JANUARY	339.80	312.87	(26.93)
FEBRUARY	265.51	346.21	80.70
MARCH	385.99	416.82	30.83
APRIL	379.81	366.91	(12.90)
MAY	367.66	383.35	15.69
JUNE			0.00
JULY			0.00
AUGUST			0.00
SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			0.00
DECEMBER			0.00
TOTAL	1,738.77	1,826.16	87.39

LOUDON COUNTY

MONTH	2015	2016	2015 TO 2016
JANUARY	432.51	412.09	(20.42)
FEBRUARY	344.16	444.62	100.46
MARCH	466.57	513.60	47.03
APRIL	476.65	465.42	(11.23)
MAY	477.51	466.86	(10.65)
JUNE			0.00
JULY			0.00
AUGUST			0.00
SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			0.00
DECEMBER			0.00
TOTAL	2,197.40	2,302.59	105.19

WASTE SERVICES OF TN

MONTH	2015	2016	2015 TO 2016
JANUARY	2,031.57	1,835.75	(195.82)
FEBRUARY	1,584.21	2,031.60	447.39
MARCH	2,201.02	2,387.63	186.61
APRIL	2,255.16	2,329.74	74.58
MAY	2,237.74	2,347.21	109.47
JUNE			0.00
JULY			0.00
AUGUST			0.00
SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			0.00
DECEMBER			0.00
TOTAL	10,309.70	10,931.93	622.23

LENOIR CITY

MONTH	2015	2016	2015 TO 2016
JANUARY	277.10	260.26	(16.84)
FEBRUARY	221.09	296.65	75.56
MARCH	379.43	385.43	6.00
APRIL	389.66	342.75	(46.91)
MAY	308.39	343.73	35.34
JUNE			0.00
JULY			0.00
AUGUST			0.00
SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			0.00
DECEMBER			0.00
TOTAL	1,575.67	1,628.82	53.15

TENNESSEE TRASH

MONTH	2015	2016	2015 TO 2016
JANUARY	2,321.78	2,152.03	(169.75)
FEBRUARY	1,561.72	2,264.75	703.03
MARCH	2,426.85	2,824.58	397.73
APRIL	2,481.53	2,841.02	359.49
MAY	2,187.70	2,927.00	739.30
JUNE			0.00
JULY			0.00
AUGUST			0.00
SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			0.00
DECEMBER			0.00
TOTAL	10,979.58	13,009.38	2,029.80

LANDFILL TONNAGE VOLUME
MONTH ENDING -
MAY 2016

KIMBERLY CLARK - PAPER WASTE

MONTH	2015	2016	2015 TO 2016
JANUARY	2,541.93	4,649.89	2,107.96
FEBRUARY	2,450.48	4,671.47	2,220.99
MARCH	2,901.51	5,141.91	2,240.40
APRIL	3,187.70	4,797.68	1,609.98
MAY	2,973.18	4,941.64	1,968.46
JUNE			0.00
JULY			0.00
AUGUST			0.00
SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			0.00
DECEMBER			0.00
TOTAL	14,054.80	24,202.59	10,147.79

TATE & LYLE - SLUDGE

MONTH	2015	2016	2015 TO 2016
JANUARY	0.00	0.00	0.00
FEBRUARY	0.00	0.00	0.00
MARCH	0.00	0.00	0.00
APRIL	0.00	0.00	0.00
MAY	0.00	0.00	0.00
JUNE			0.00
JULY			0.00
AUGUST			0.00
SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			0.00
DECEMBER			0.00
TOTAL	0.00	0.00	0.00

PSC METALS INC

MONTH	2015	2016	2015 TO 2016
JANUARY	1,795.83	0.00	(1,795.83)
FEBRUARY	1,475.73	0.00	(1,475.73)
MARCH	2,424.61	0.00	(2,424.61)
APRIL	2,291.98	0.00	(2,291.98)
MAY	2,293.32	0.00	(2,293.32)
JUNE			0.00
JULY			0.00
AUGUST			0.00
SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			0.00
DECEMBER			0.00
TOTAL	10,281.47	0.00	(10,281.47)

TATE & LYLE - ASH

MONTH	2015	2016	2015 TO 2016
JANUARY	0.00	0.00	0.00
FEBRUARY	0.00	0.00	0.00
MARCH	0.00	0.00	0.00
APRIL	0.00	0.00	0.00
MAY	0.00	0.00	0.00
JUNE			0.00
JULY			0.00
AUGUST			0.00
SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			0.00
DECEMBER			0.00
TOTAL	0.00	0.00	0.00



TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION
DIVISION OF SOLID WASTE MANAGEMENT
 William R. Snodgrass Tennessee Tower
 312 Rosa L. Parks Avenue, 14th Floor
 Nashville, Tennessee 37243
SOLID WASTE DISPOSAL FACILITY EVALUATION

NAME OF SITE <i>Loudon County LF</i>		REGISTRATION NUMBER <i>SNL 53-0703</i>		DATE <i>6-2-10</i>	
LOCATION (physical) <i>Rt. 72</i>		PURPOSE <input checked="" type="checkbox"/> Complete <input type="checkbox"/> Complaint		<input type="checkbox"/> Follow-up <input type="checkbox"/> Other	
OWNER/OPERATOR <i>Loudon Co.</i>		TYPE OF FACILITY <input checked="" type="checkbox"/> CLASS I <input type="checkbox"/> CLASS III		<input type="checkbox"/> CLASS II <input type="checkbox"/> CLASS IV	
		NVO* V1 V2		NVO* V1 V2	
Inadequate vector control	8010	<input checked="" type="checkbox"/>		Buffer zone standard violated	8310
Access not limited to operating hours	8020	<input checked="" type="checkbox"/>		Inadequate maintenance of leachate management system	8320
Inadequate artificial or natural barrier	8030	<input checked="" type="checkbox"/>		Leachate improperly managed	8330
Inadequate information signs	8040	<input checked="" type="checkbox"/>		Inadequate leachate collection system	8340
Unsatisfactory access road(s)/ parking area(s)	8050	<input checked="" type="checkbox"/>		Leachate observed at the site	8350
Certified personnel not present during operating hours	8060	<input checked="" type="checkbox"/>		Leachate entering runoff	8360
Unapproved salvaging of waste	8070	<input checked="" type="checkbox"/>		Leachate entering a water course	8370
Evidence of open burning	8080	<input checked="" type="checkbox"/>		Inadequate gas migration control system	8380
Inadequate fire protection	8090	<input checked="" type="checkbox"/>		Inadequate maintenance of gas migration control system	8390
Unsatisfactory litter control	8110	<input checked="" type="checkbox"/>		Potential for explosions or uncontrolled fires	8420
Inadequate employee facilities	8120	<input checked="" type="checkbox"/>		Waste not confined to a manageable area	8430
No communication devices	8130	<input checked="" type="checkbox"/>		Improper spreading of waste	8440
Inadequate operating equipment	8140	<input checked="" type="checkbox"/>		Improper compacting of waste	8450
Unavailability of backup equipment	8150	<input checked="" type="checkbox"/>		Unsatisfactory initial cover	8460
Unavailability of cover material	8160	<input checked="" type="checkbox"/>		Unsatisfactory intermediate cover	8470
Inadequate maintenance of runoff/runoff system(s)	8170	<input checked="" type="checkbox"/>		Unsatisfactory final cover	8480
Inadequate erosion control	8180	<input checked="" type="checkbox"/>		Excessive pooling of water	8490
Inadequate dust control	8190			Unsatisfactory stabilization of cover	8510
Unauthorized waste accepted	8210			Dumping of waste into water	8520
Unapproved special waste accepted	8220			Unsatisfactory records or reports	8530
Tires improperly handled	8230	<input checked="" type="checkbox"/>		Groundwater monitoring system improperly maintained	8540
Medical waste improperly handled	8240			Operation does not correspond with engineering plans	8570
Dead animals improperly handled	8250			Operation does not correspond with permit condition(s)	8580
Washout of solid waste	8270				
No permanent benchmark	8280				
Inadequate random inspection program	8290				
Mishandling of special waste	8300				
*No Violation Observed					
COMMENTS:					
<i>- No violations found.</i>					
PERSON INTERVIEWED (Signature) <i>Randy A.</i>			INSPECTED BY (Signature) <i>[Signature]</i>		
TITLE <i>Site Manager</i>			TITLE <i>E.M. - DSW</i>		
TIME OF DAY <i>9:46 AM</i>		WEATHER CONDITIONS <i>Sun - 77°</i>		COMPLIANCE DATE _____	

Materials Classification Report
Matlock Bend Landfill
Monthly Tonnage Summary May 2016

Material	Tonnage	2015 Sludge %		2016 Sludge %	
MSW		January	2%	January	4%
		February	3%	February	3%
		March	3%	March	4%
		April	1%	April	3%
		May	2%	May	4%
		June	1%	June	0%
		July	5%	July	0%
		August	2%	August	0%
		September	2%	September	0%
		October	2%	October	0%
		November	3%	November	0%
		December	5%	December	0%
MSW	9,292				
Special Waste					
Other	5,108				
Ash	0				
Sludge	594				
Total Special Waste	5,702				
Total MSW & SW	14,994				
Tires	22				
Total Material	15,016				
% MSW	62%				
% Special Waste	38%				
% Sludge	4%				

**2015-2016 Matlock Bend
Landfill Tire Report**

Month	Tonnage
Jul-15	63.11
Aug-15	36.94
Sep-15	37.87
Oct-15	53.36
Nov-15	52.83
Dec-15	58.06
Jan-16	26.61
Feb-16	18.28
Mar-16	45.36
Apr-16	32.02
May-16	33.31
Jun-16	
Total (tons)	457.75

Matlock Bend Landfill - Module H 2016 Airspace Projection / Construction Schedule

DATE	REMAINING AIRSPACE ¹ (CY)	MONTHLY TONNAGE	ACTUAL / PROJECTED ²	UTILIZATION FACTOR	MONTHLY VOLUME CONSUMED (CY)	ENDING MONTHLY REMAINING AIRSPACE (CY)
		15,123		1.14		
Aug. 25, 2015	270,151	-	-	-	-	-
Aug. 26-31, 2015	-	2,301	A	1.14	2,623	267,528
September	-	11,342	A	1.14	12,929	254,599
October	-	12,899	A	1.14	14,705	239,894
November	-	12,663	A	1.14	14,436	225,457
December	-	15,730	A	1.14	17,932	207,525
January '16	-	13,035	A	1.14	14,860	192,665
February	-	13,620	A	1.14	15,527	177,138
March	-	15,804	A	1.14	18,016	159,122
April	-	14,570	A	1.14	16,609	142,512
May	-	14,994	A	1.14	17,093	125,419
June	-	15,123	P	1.14	17,240	108,179
July	-	15,123	P	1.14	17,240	90,940
August	-	15,123	P	1.14	17,240	73,700
September	-	15,123	P	1.14	17,240	56,460
October	-	15,123	P	1.14	17,240	39,221
November	-	15,123	P	1.14	17,240	21,981
December	-	15,123	P	1.14	17,240	4,741

¹ = Remaining airspace based on Aug. 25, 2015 aerial survey.

Full Date

January-2017

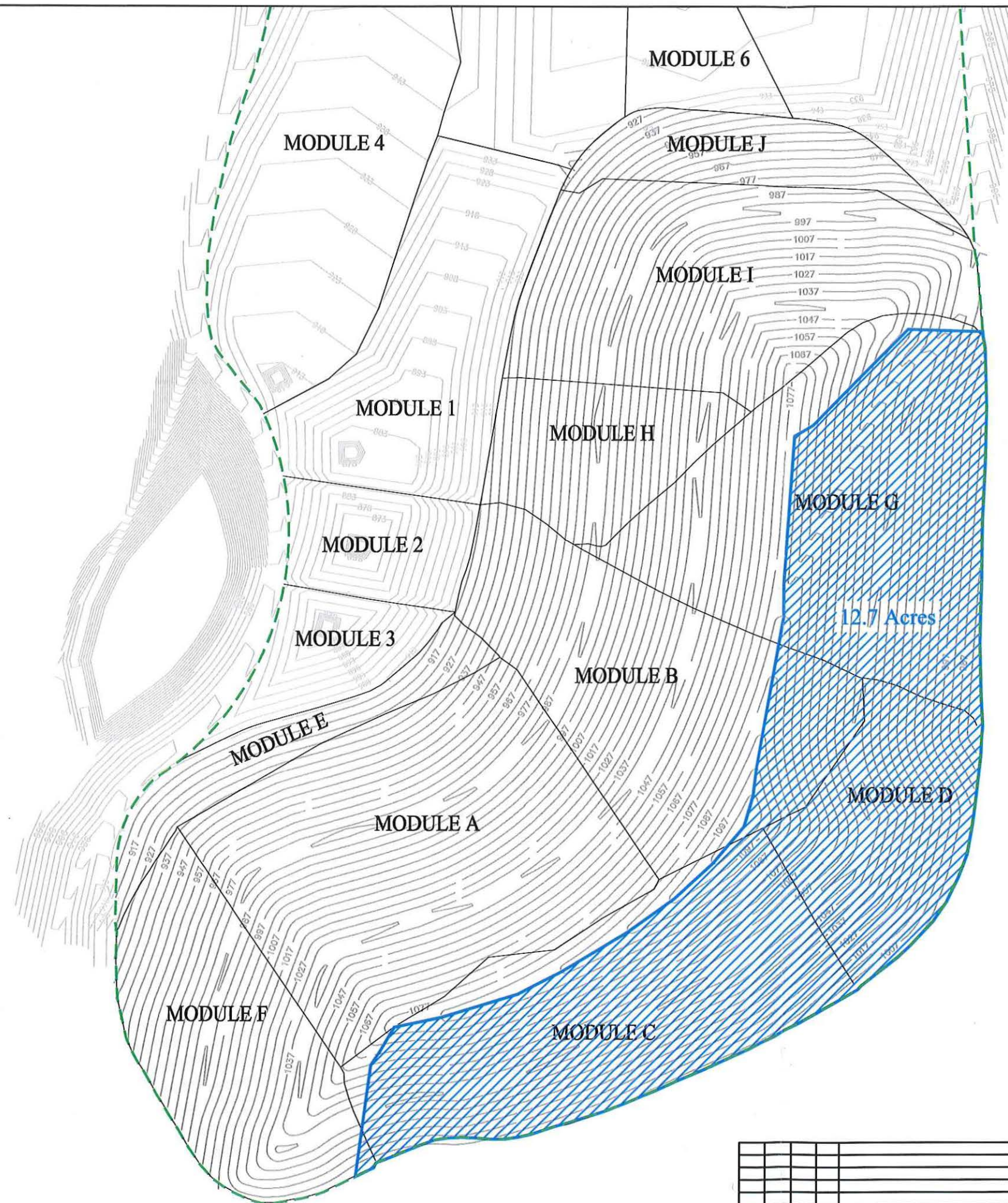
² = Projected tonnages are based on a 3 month average per Matt Dillard on 6-2-09.




³ = Utilization rate based on the annual utilization rate per October 27, 2008 construction meeting (Avg. Utilization = 1.26 cy/ton)

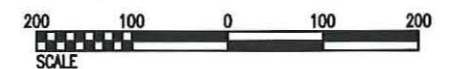
Tonnage for Past 3 Months

March	15,804
April	14,570
May	14,994
Average	15,123

cc: Tim
Matt
Cheryl
Ron
Chris
Raymond
Jason
Andy



- LEGEND**
-  CLOSURE AREA
 -  LIMITS OF ANCHOR TRENCH
 -  MODULE LIMITS

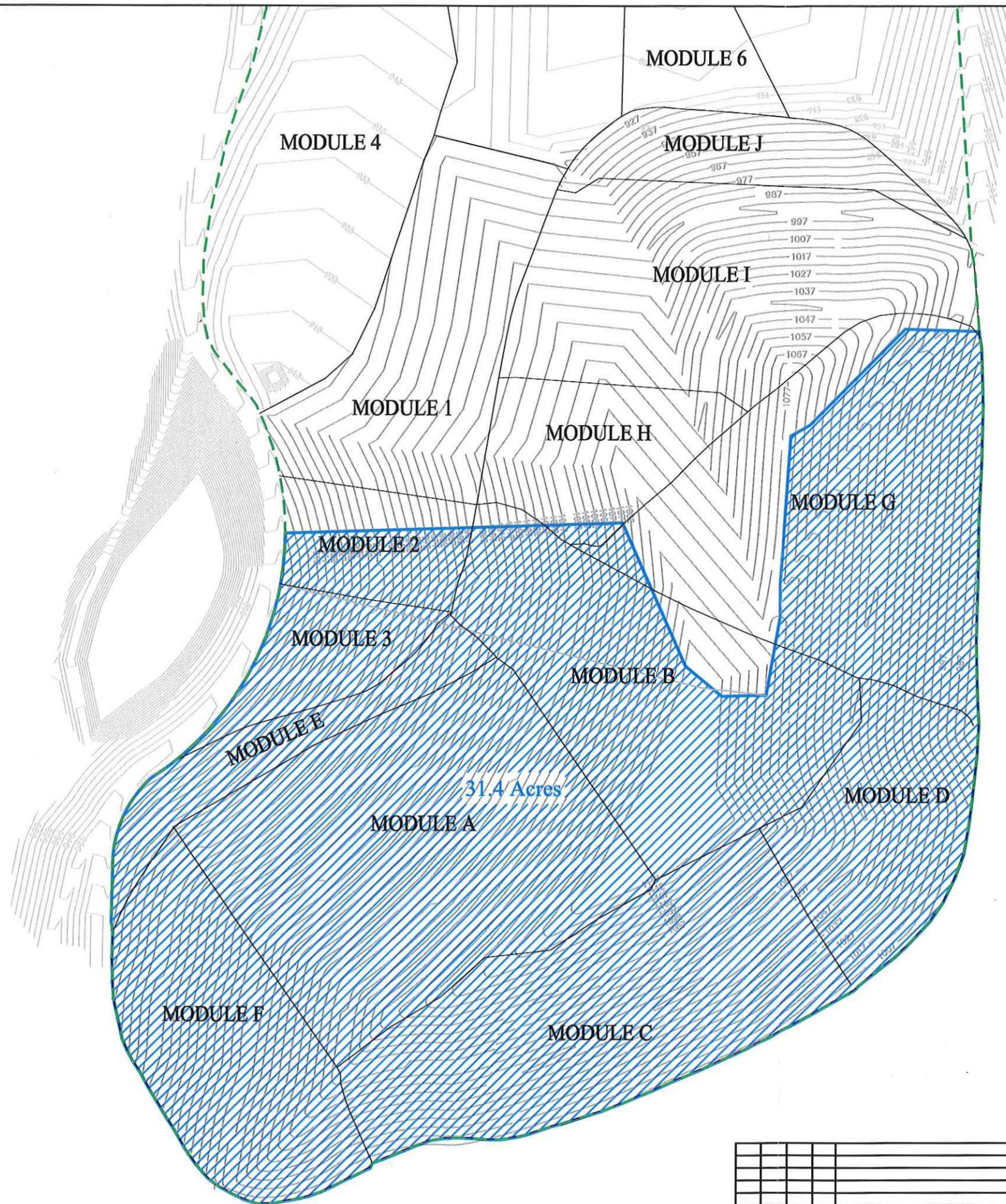





REV.	DATE	DRWN	CHKD	REVISION

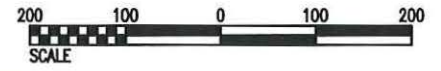
MATLOCK BEND EXPANSION
 PHASED CLOSURE - EXISTING CONTRACT
 MATLOCK BEND LANDFILL
 LOUDON COUNTY, TENNESSEE



SCALE: AS NOTED
 DATE: 5/31/16
 DRAWN BY: JW
 CHECKED BY: RV
 APPROVED BY: RV
 FILE: 200-1613
 JOB NO: PHASED CLOSURE



- LEGEND**
-  CLOSURE AREA
 -  LIMITS OF ANCHOR TRENCH
 -  MODULE LIMITS



REV.	DATE	DRWN	CHKD	REVISION

MATLOCK BEND EXPANSION
PHASED CLOSURE - YEAR 2034
MATLOCK BEND LANDFILL
LOUDON COUNTY, TENNESSEE



SCALE: AS NOTED
DATE: 5/3/16
DRAWN BY: JW
CHECKED BY: RV
APPROVED BY: RV
FILE: 200-1613
JOB NO: PHASD CLOSURE



650 25th Street NW, Ste 100
Cleveland, TN 37311

Phone: (423) 303-7101
Toll Free: (800) 467-9160
www.santekenviro.com

June 13, 2016

Loudon County Solid Waste Disposal Commission
100 River Road
P.O. Box 351
Loudon, TN 37774

Dear Steve:

Pursuant to Section 10.6 and 10.7 of the Sanitary Landfill Operation Agreement between Loudon and Santek as of July 1, 2007, Santek agreed to pay the Commission a host fee and security fee as defined in the Agreement. The following recap reflects the calculation for the period May 1, 2016 to May 31, 2016:

Host Fees (Greater of below) –	
Total Tip Fees Billed	\$284,614.35
Host Fee Percentage	4.00%
	<u>\$ 11,384.57</u>
Minimum Fee	<u>\$ 10,652.00</u>
Security Fees (Greater of below) –	
Total Tonnage Received	14,994.10
Rate per ton	\$ 1.00
Total	<u>\$ 14,994.10</u>
Total Tip Fees Billed	\$284,614.35
Security Fee Percentage	5.00%
	<u>\$ 14,230.72</u>

Our checks in payment of the above fees have been remitted to the above address for the Commission. Should you have any questions or need additional information, please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Andrew Kandy".

Andrew Kandy
Vice President of Finance & Corporate Controller