

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL CORRESPONDENCE MEMORANDUM
ENVIRONMENTAL SERVICES DEPARTMENT**

CONSENT AGENDA
ITEM NO. 15

TO: Mayor and City Council

FROM: Daniel V. Cárdenas, Director of Environmental Services

THROUGH: Terry M. Brechtel, City Manager

COPIES: Melissa Byrne Vossmer, Assistant City Manager; Andrew Martin, City Attorney; Peter Zanoni, Acting Director, Office of Management and Budget; Milo Nitschke, Director of Finance; File

SUBJECT: Ordinance to Accept Solid Waste Grants

DATE: May 6, 2004

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the City Manager or her designee to accept two (2) Texas Commission on Environmental Quality (TCEQ), Regional Solid Waste Pass-Through Grants, totaling \$246,207.50 from the Alamo Area Council of Governments (AACOG) for FY 2004. This ordinance also authorizes acceptance of any amended allocations of FY 2004 grant monies that may become available.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Since 1996, the Texas Commission on Environmental Quality (TCEQ) has provided statewide grants to area Councils of Governments for distribution to municipal and local agencies. These funds are generated by local fees imposed by the State on volumes of disposed municipal solid waste. This expense is reflected in private and public fees charged by area landfills for municipal solid waste disposal services. Thereafter, the TCEQ allocates funding to the state's 24 Councils of Government. AACOG administers the pass-through grants for this region. For FY 2004, \$567,000.00 is available for grant applications from the AACOG region.

The two (2) grants awarded to the City of San Antonio Environmental Services Department are described as follows:

Recycling and Green Waste Education Program Phase II - \$128,907.50

In 2003, the Environmental Services Department received grant funding to promote and enhance community outreach for the city's curbside recycling program. Funds were used to purchase billboard advertising, production and purchase of radio spots, and for the design and creation of "Binnie", the department's recycling mascot. This 2004 grant award will provide funds to continue promotion of the City's recycling programs including curbside collection and

yard waste composting. Residents will be targeted in a variety of ways, including bilingual media and a "mobile recycling program" for use with children's education programs.

Citizen Collection Center - \$117,300.00

Funding will be used for enhancements to the City's brush/bulky item collection center adjacent to Camargo Park, to include design and construction of concrete ramps to facilitate citizen unloading. Currently, citizens drive to the drop off location and materials are lifted up and out of vehicles, then lifted up into roll-off containers. The construction of concrete ramps will allow for unloading materials directly from the vehicle into the roll-off containers since the vehicles will be at a higher elevation than the roll-off containers. This will significantly improve safety at this site as well. This site is open to the public during quarterly Free Disposal events and improves the operational efficiency of the brush and bulky item collection program.

POLICY ANALYSIS

Approval of this ordinance is consistent with City Council's policy to apply for and accept state and federal grants to support environmental protection programming efforts. All grant-financed activities are intended to carry out requirements of the Texas Solid Waste Disposal Act.

Resolution number 2004-05-05 was approved on February 5, 2004 and authorized the submission of applications for these solid waste pass-through grants.

FISCAL IMPACT

The total amount of \$246,207.50 is to be allocated in the Environmental Services Fund. The Finance Department will assign project numbers for each grant.

SUPPLEMENTARY COMMENTS

Of the available FY 2004 funding available, San Antonio will receive approximately 48%. The following table describes the AACOG distribution of the funds.

<i>Entity</i>	<i>Amount</i>	<i>Project</i>
Bandera County	22,080.00	Recycling Facility Enhancement
City of Bandera	21,275.00	Recycling Facility Expansion
Bexar County	45,000.00	HHW Collection Program
City of Boerne	13,000.00	HHW Collection/Education Program
City of Castroville	7,700.00	HHW Collection Program
Comal County	6,621.30	HHW Program Enhancement
Comal County	19,269.33	Surveillance equipment
Comal County	36,970.00	Recycling Facility Enhancement

City of Converse	48,426.87	Truck for mulch program
Guadalupe-Blanco River Authority	15,000.00	HHW Collection Program
City of Kerrville	28,000.00	Recycling Facility Expansion
City of New Braunfels	8,000.00	Electronic Waste Collection/Recycle
City of New Braunfels	8,500.00	Litter collection program
City of San Antonio	24,000.00	Brush chipper for Botanical Center
City of San Antonio	117,300.00	Citizen Collection Station Expansion
City of San Antonio	128,907.50	Recycling program education
City of Selma	16,950.00	Brush chipper
Total	\$567,000.00	

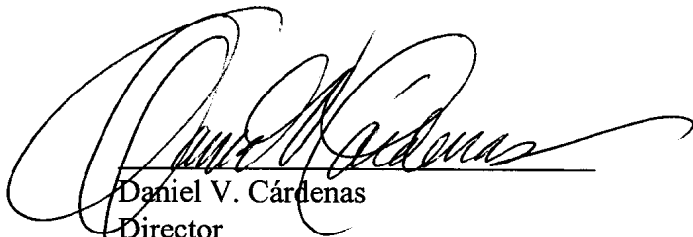
The Parks and Recreation department also received grant funding for a brush chipper that will be used at the Botanical Center. City Council previously approved the application and acceptance of that grant.

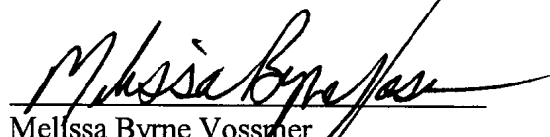
COORDINATION

This Ordinance has been coordinated with the Finance Department, the Office of Management and Budget and the City Attorney's Office.


ATTACHMENTS

Resolution
AACOG Contracts (in substantial form)


Daniel V. Cárdenas
Director
Environmental Services Department


Melissa Byrne Vossner
Assistant City Manager

Approved:


Terry M. Brechtel
City Manager

A RESOLUTION 2004-05-05

AUTHORIZING THE CITY MANAGER OR HER DESIGNEE TO SUBMIT FOUR (4) OR MORE GRANT APPLICATIONS, FOR AN APPROXIMATE TOTAL AMOUNT OF \$474,908.00, TO THE ALAMO AREA COUNCIL OF GOVERNMENTS FOR FISCAL YEAR 2004 REGIONAL SOLID WASTE PASS-THROUGH GRANT FUNDS FROM THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY TO SUPPORT ENVIRONMENTAL PROGRAMMING EFFORTS RELATED TO RECYCLING, SOLID WASTE STREAM REDUCTION, AND MUNICIPAL ENFORCEMENT OF ANTI-DUMPING LAWS.

* * * * *

WHEREAS, the Texas Commission on Environmental Quality (TCEQ) provides statewide grants to area Councils of Governments for distribution to municipal and local agencies; and

WHEREAS, the City, along with the County and various Independent School Districts compete for these funds on an annual basis; and

WHEREAS, this resolution authorizes staff to submit four applications to the Alamo Area Council of Governments (AACOG) for TCEQ FY 2004 Regional Solid Waste Pass-Through Grants, totaling approximately \$474,908.00 to recover money already collected in the community through state "tipping" fees imposed by law; and

WHEREAS, said funds will be used to support local environmental programs that are related to recycling, solid waste stream reduction, and municipal enforcement of laws related to illegal dumping; and

WHEREAS, this resolution also authorizes staff to apply for any other sums and programs for which the City may qualify under TCEQ's allocation formula, recognizing that this formula is subject to change, **NOW THEREFORE;**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The City Manager or her designee is hereby authorized to submit four (4) or more grant applications, for an approximate total amount of \$474,908.00, to the Alamo Area Council of Governments for Fiscal Year 2004 Regional Solid Waste Pass-Through Grant Funds, a available from the Texas Commission on Environmental Quality, to support environmental programming efforts related to recycling, solid waste stream reduction, and municipal enforcement of anti-dumping laws. These grant funds represent apportionment by the State of money collected in the form of State-wide tipping fees collected for municipal and other solid waste management activities, funds to be returned to the communities that generated the fees. Staff is further authorized to make additional applications for any future sums and / or programs that may become available during the funding period at hand.

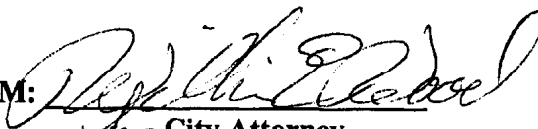
SECTION 2. If the City of San Antonio is awarded grant funding for AACOG FY 2004 Regional Solid Waste Pass-Through Grants from the TCEQ, future City Council action will be required to accept the grants and allocate funds to specific projects.

SECTION 3. This resolution shall take effect on February 15, 2004.

PASSED AND APPROVED this 5th day of February, 2004.


M A Y O R
EDWARD D. GARZA

ATTEST: 
City Clerk

APPROVED AS TO FORM: 
City Attorney

**ALAMO AREA COUNCIL OF GOVERNMENTS
SOLID WASTE INTERLOCAL AGREEMENT**

The Texas Commission on Environmental Quality (TCEQ) has certified that it has the authority to contract with the Alamo Area Council of Governments (AACOG) by authority granted in the Current Appropriations Act; Texas Water Code, section 5.229 and Texas Health and Safety Code, Chapter 371. Funds for this subcontract are provided from the Solid Waste Disposal Fund.

The AACOG (hereinafter called The Funding Party) has certified, and the SUBCONTRACTOR (hereinafter called The Performing Party) certifies that it has authority to perform the services contracted for by authority granted in "The Interlocal Cooperation Act," Texas Government Code, Chapter 791.

This Solid Waste Interlocal Agreement is entered into by and between the parties named below. Neither the TCEQ nor the State of Texas is a party to this agreement.

I. CONTRACTING PARTIES:

The Council of Government: Alamo Area Council of Government (AACOG)

The Subcontractor: City of San Antonio

Contract # 04-18-G12

II. SERVICES TO BE PERFORMED:

See "Attachment B - Work Program of SUBCONTRACTOR"

See "Attachment C- Schedule of Deliverables for SUBCONTRACTOR"

III. BUDGET AND PAYMENT PROCEDURES:

Grant Total: \$128,907.50

See "Attachment D - Budget and Authorizations"

IV. ADDITIONAL CONTRACT PROVISIONS:

See "Attachment A - Special Contract Provisions" and

"Attachment E - General Contract Provisions"

COUNCIL OF GOVERNMENTS

SUBCONTRACTOR

Alamo Area Council of Governments

The Honorable Ed Garza

Al J. Notzon III, Executive Director

Title: Mayor, City of San Antonio

Date: _____

Date: _____

**Alamo Area Council of Governments
Solid Waste Interlocal Agreement
WORK PROGRAM OF SUBCONTRACTOR
ATTACHMENT B**

PROJECT GOAL STATEMENT:

Task 1: Finalize contract with AACOG

Deliverable: Signed AACOG/City of San Antonio

By When: June 2004

Responsible Entity: AACOG and City of San Antonio

Task 2: Requisition and launch outdoor and bus billboard campaign

a. Deliverable: Outdoor billboard

By When: July – December 2004

Responsible Entity: City of San Antonio and billboard vendor

b. Deliverable: Bus billboards within automated pilot areas

By When: July – October 2004

Responsible Entity: City of San Antonio and billboard vendor

Task 3: Partner with a home improvement retailer to promote grasscycling program

Deliverable: Events where numerous mulching blades for giveaway if residents bring a bat of grass clippings, leaves or brush for recycling at participating retailer location

By When: November 2004

Responsible Entity: City of San Antonio and partnering retailer

Task 4: Requisition for trailer and education program "Mobile Education Center"

Deliverable: Trailer with graphic imprints to additionally serve as a mobile billboard

By When: August 2004

Responsible Entity: City of San Antonio and vendor

- Task 5: Partner with local retailer to hold "Show Us Your Bin" events and requisition kitchen recycling baskets
- Deliverable: Events where citizens will bring their green recycling bin to receive a free kitchen recycling bin
- By When: November 2004
- Responsible Entity: City of San Antonio, vendor and partnering retailer
- Task 6: Requisition for vendor to supply advertisement and outreach to sell subsidized composting machines to residents for a one-day event.
- Deliverable: Subsidize compositing supplies, newspaper advertisements and an event
- By When: October 2004
- Responsible Entity: City of San Antonio and vendor
- Task 7: Design, requisition and distribute bilingual print outreach (doorhangers, flyers, brochures) for recycling program for pilot automated areas and other areas as needed to increase recycling participation.
- Deliverable: Flyer, doorhanger, brochure on waste reduction
- By When: July – December 2004
- Responsible Entity: City of San Antonio and vendor(s)
- Task 8: Design recycling message and requisition direct mail vendor to distribute to waste reduction reminders and messages to the pilot automated garbage collection areas and other areas to increase recycling participation.
- Deliverable: Postcards/inserts sent to residents by direct mail
- By When: July – December 2004
- Responsible Entity: City of San Antonio and vendor
- Task 9: Record Keeping and Reports
- c. Deliverable: Maintain records on progress of projects
1. Quarterly Reports
 2. Final Report
 3. Follow-up Results Report

d. Deliverable: Turn in Reports

By When: June 15, 2004
August 15, 2004
November 15, 2004
February 15, 2005
May 15, 2005
August 15, 2005
July 31, 2006

Task 10: Follow-up Results Report to AACOG

By When: July 31, 2006

Responsible Entity: City of San Antonio

**Alamo Area Council of Governments
Solid Waste Interlocal Agreement
SCHEDULE OF DELIVERABLES FROM SUBCONTRACTOR
ATTACHMENT C**

Tasks	Description of Deliverables	Schedule
1.	Return of Signed Contract	June 2004
2.	Requisition and launch outdoor and bus billboard campaign <ul style="list-style-type: none"> • Outdoor Billboard • Bus billboards within automated pilot areas 	July - December 2004 July - October 2004
3.	Partner with a home improvement retailer to promote grasscycling program Events where numerous mulching blades for giveaway if residents bring a bag of grass clippings, leaves or brush for recycling at participating retailer locations	July 1, 2004
4.	Requisition for trailer and education program "Mobile Education Center" Trailer with graphic imprints to additionally serve as a mobile billboard	August 2004
5.	Partner with local retailer to hold "Show Us Your Bin" events and requisition kitchen recycling baskets Events where citizens will bring their green recycling bin to receive a free kitchen recycling bin	November 2004
6.	Requisition for vendor to supply advertisement and outreach to sell subsidized composting machines to residents for a one-day event. Subsidize composting supplies, newspapers advertisements and an event	October 2004
7.	Design, requisition and distribute bilingual print outreach) doorhangers, flyers, brochures) for recycling program for pilot automated areas and other areas as needed to increase recycling participation. Flyer, doorhanger, brochure on waste reduction	July - December 2004
8.	Design recycling message and requisition direct mail vendor to distribute to waste reduction reminders and messages to the pilot automated garbage collection areas and other areas to increase recycling participation. Postcards/inserts sent to residents by direct mail	July - December 2004
9.	Record Keeping and Reports <ul style="list-style-type: none"> • Maintain records on progress of projects • Quarterly Reports/Final Report/Follow-up Results Report • Turn in Reports 	June 15, 2004 August 15, 2004 November 15, 2004 February 15, 2005 May 15, 2005 August 15, 2005 July 31, 2006

ALAMO AREA COUNCIL OF GOVERNMENTS
SOLID WASTE INTERLOCAL AGREEMENT

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This Solid Waste Interlocal Agreement is entered into by and between the parties named below. Neither the TCEQ nor the State of Texas is a party to this agreement.

I. CONTRACTING PARTIES:

The Council of Government: Alamo Area Council of Government (AACOG)

The Subcontractor: City of San Antonio

Contract # 04-18-G11

II. SERVICES TO BE PERFORMED:

See "Attachment B - Work Program of SUBCONTRACTOR"

See "Attachment C- Schedule of Deliverables for SUBCONTRACTOR"

III. BUDGET AND PAYMENT PROCEDURES:

Grant Total: \$117,300.00

See "Attachment D - Budget and Authorizations"

IV. ADDITIONAL CONTRACT PROVISIONS:

See "Attachment A - Special Contract Provisions" and

"Attachment E - General Contract Provisions"

COUNCIL OF GOVERNMENTS

SUBCONTRACTOR

Alamo Area Council of Governments

The Honorable Ed Garza

Al J. Notzon III, Executive Director

Title: Mayor, City of San Antonio

Date: _____

Date: _____

**Alamo Area Council of Governments
Solid Waste Interlocal Agreement
WORK PROGRAM OF SUBCONTRACTOR
ATTACHMENT B**

PROJECT GOAL STATEMENT:

Task 1: Finalize contract with AACOG

Deliverable: Signed contract between AACOG/City of San Antonio

By When: June 2004

Responsible Entity: AACOG and City of San Antonio

Task 2: Obtain contract for engineering and design

a. Deliverable: Enter into contract for professional services

By When: July 2004

Responsible Entity: City of San Antonio

b. Deliverable: Complete design specifications for bid document

By When: July 2004

Responsible Entity: City of San Antonio

Task 3: Advertise for construction bid

c. Deliverable: Post bid notification

By When: August 2004

Responsible Entity: City of San Antonio

d. Deliverable: Hold pre-bid conference

By When: August 2004

Responsible Entity: City of San Antonio

e. Deliverable: Evaluate bids and recommend contractor for council approval

By When: September 2004

Responsible Entity: City of San Antonio

Task 4: Award bid for construction

f. Deliverable: Place on city council agenda to award bid

By When: September 2004

Responsible Entity: City of San Antonio

g. Deliverable: Initiate construction contract

By When: October 2004

Responsible Entity: City of San Antonio

h. Deliverable: Complete project

By When: December 2004

Responsible Entity: City of San Antonio

Task 5: Record Keeping and Reports

i. Deliverable: Maintain records on progress of projects

1. Quarterly Reports
2. Final Report
3. Follow-up Results Report

j. Deliverable: Turn in Reports

By When: June 15, 2004

August 15, 2004

November 15, 2004

February 15, 2005

May 15, 2005

August 15, 2005

July 31, 2006

Task 6: Follow-up Results Report to AACOG

By When: July 31, 2006

Responsible Entity: City of San Antonio

**Alamo Area Council of Governments
Solid Waste Interlocal Agreement
SCHEDULE OF DELIVERABLES FROM SUBCONTRACTOR
ATTACHMENT C**

Tasks	Description of Deliverables	Schedule
1.	Return of Signed Contract	June 2004
2.	Obtain contract for engineering and design Enter into contract for professional services Complete design specifications for bid document	July , 2004 July 2004
3.	Advertise for construction bid Post bid notification Hold pre-bid conference Evaluate bids and recommend contractor for council approval	August 2004 August 2004 September 2004
4.	Award bid for construction Place on city council agenda to award bid Initiate construction contract Complete project	September 2004 October 2004 December 2004
5.	Record Keeping and Reports	June 15, 2004, August 15, 2004, November 15, 2004, February 15, 2005, May 15, 2005, August 15, 2005, July 31, 2006
6.	Follow-up Results Report to AACOG	July 31, 2006