

City of Alexandria, Virginia

15
6-25-02

MEMORANDUM

DATE: JUNE 17, 2002

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER *ps*

SUBJECT: GRANT APPLICATION TO THE VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY'S LITTER PREVENTION AND RECYCLING PROGRAM FOR FUNDING FOR THE ADOPT-A-PARK LITTER CONTROL PROGRAM

ISSUE: City Council consideration of a non-competitive grant application to the Virginia Department of Environmental Quality's Litter Prevention and Recycling Program for funding to support the Adopt-a-Park Litter Control program.

RECOMMENDATION: That City Council authorize the City Manager to:

- (1) submit a non-competitive grant application to the Virginia Department of Environmental Quality's Litter Prevention and Recycling Program for funding (Attachment 4) in the approximate amount of \$15,500 for the Adopt-a-Park Litter Control Program (the exact amount to be determined by the Virginia Department of Environmental Quality by August 1, 2002); and
- (2) execute all necessary documents that may be required.

DISCUSSION: The City's Adopt-a-Park program began in 1978, with the first litter grant award. Through this program, local citizen groups enter into an agreement with the City to pick up litter (broken glass, bottles, cans and paper) in their assigned park areas (Attachment 2). This program has been very successful in increasing cleanliness in the parks, reducing City costs for litter control, and involving citizens in their neighborhood. In FY 2003, it is anticipated that thirty-four park areas will be maintained through this program.

Park Planning staff makes monthly inspections, rates the park areas for cleanliness, and awards points, up to a maximum of 96 points for a perfect effort sustained over an eight month period. Based on the number of points awarded annually to each of the participating citizen groups, a cash donation is awarded. The amount of the cash donation made to each citizen group is determined by taking the money available for the program and dividing it by the cumulative number of points to determine the dollar value of each point with a cap of \$10.00 per point. The dollar value for each point is then multiplied by the number of points each participating group

earned to determine that group's cash award.

In FY 2002, three parks received the maximum award of 96 points. A list of the participating groups and the amount of their awards for FY 2002 is provided as (Attachment 2). In FY 2003, the maximum donation to an individual group will not exceed \$960 per park, based on a maximum accumulation of 96 points, with a cap of \$10.00 per point.

GRANT PERIOD: July 1, 2002 - June 30, 2003.

FISCAL IMPACT: There is a minimal fiscal impact on the City. Although there is no requirement for the City to provide a cash match or an in-kind match for these grant funds, the City's approved FY 2003 budget includes funds to supplement available grant monies as needed. In FY 2002, the grant money awarded to each group was augmented by \$3,773 supplemental City funds. In addition, the City is responsible for the administrative costs associated with this grant. These costs include monitoring the operation of the program and financial oversight provided by the administering agency, as well as by the Office of Management and Budget.

It is anticipated that the Virginia Department of Environmental Quality, Litter Prevention and Recycling Program, will provide grant funding of approximately \$15,500 in FY 2003 for this project. The City's contribution is not anticipated to exceed \$9,500 for a total FY 2003 program budget of \$24,960¹ (Attachment 3).

The grant monies will be utilized first. The supplemental monies from the budgeted account will make up the difference between the award amounts and the grant monies. It should be noted that there are no additional funds available in the City budget to continue these activities once the grant funds and supplemental funds are expended. The Virginia Department of Environmental Quality will determine the exact amount of this year's grant by August 1, 2002 (Attachment 4).

ATTACHMENTS:

- Attachment 1. Adopt-A-Park Litter Control Procedures
- Attachment 2. Adopt-A-Park Litter Control Awards for FY 2002
- Attachment 3. Anti-Litter Grant Budget for FY 2003
- Attachment 4. Litter Prevention and Recycling Grant

The grant application may be reviewed in the Office of Management and Budget, Room 3600, City Hall, during normal office hours.

STAFF:

- Sandra Whitmore, Director, Department of Recreation, Parks & Cultural Activities
- Kirk Kincannon, Deputy Director, Department of Recreation, Parks & Cultural Activities
- Gene Swearingen, Director, Office of Management and Budget
- Jerry Dieruf, Arborist, Department of Recreation, Parks & Cultural Activities

¹ Thirty four (34) parks are included in the budget of \$24,960. Sixteen (16) of the parks are less than one acre and are eligible for a maximum of 48 points, and \$480, and eighteen (18) parks are greater than one acre and are eligible to receive 96 points, and \$960.

ADOPT-A-PARK LITTER CONTROL AWARDS FOR FY 2002

<u>PARK AREA</u>	<u>GROUP</u>	<u>POINTS EARNED</u>	<u>CASH AWARDS</u>
Angel Park	Resurrection Children's Center	81	\$810.00
Beach Park	Rosemont Citizens' Association	81	\$810.00
Beverly Park	North Ridge Citizens' Association	93	\$930.00
Charles Hill Park*	Del Ray Citizens' Association	92*	\$460.00
Chetworth Park*	Northeast Citizens/Chetworth Park	96*	\$480.00
Chinquapin Park	Taylor Run Civic Association	81	\$810.00
Colasanto Center	Del Ray Artisans	82	\$820.00
Ewald Park	Neighbors of Strawberry Hill South	85	\$850.00
Founders Park	Founders Park Community Association	76	\$760.00
Four Mile Run Playground	Hume Spring Citizens' Association	81	\$810.00
Four Mile Edison Entrance*	Hume Spring Citizens' Association	75*	\$375.00
Goat Hill Park	Warwick Village Citizens' Association	84	\$840.00
Hillside Park*	Warwick Village Citizens' Association	96*	\$480.00
Hooffs Run Park	Rosemont Citizens/Lower East Rosemont	85	\$850.00
Hume Spring Park*	Hume Spring Citizens' Association	76*	\$380.00
King St. Parking Lot*	Second Genesis	83*	\$415.00
King St. 500-1000 bks.	Second Genesis	96	\$960.00
King St. Gardens*	Second Genesis	94*	\$470.00
Landover Park*	Warwick Village Citizens' Association	84*	\$420.00
Leider Park	Troop 129 & 113 Boy Scouts of America	92	\$920.00
Lynhaven Park*	Lynhaven Civic Association	65*	\$325.00
Lynhaven Gateway *	Lynhaven Civic Association	56*	\$280.00
Mason Park*	Del Ray Citizens' Association	66*	\$330.00
Montgomery	Old Town North Community Association	60	\$600.00
Municipal Pool	Municipal Park Community Group	76	\$760.00
Mt. Jefferson Park*	Mt. Jefferson Civic Association	71*	\$355.00
Mt. Jefferson Extended *	Mt. Jefferson Civic Association	38*	\$190.00
Mt. Jefferson Dog Run*	Mt. Jefferson Civic Association	69*	\$345.00
Powhatan Park	Northeast Citizens' Association	94	\$940.00
Simpson Park westside	Del Ray Citizens' Association	88	\$880.00
Stevenson Park	Stevenson Square Citizens' Association	61	\$610.00
Unassigned	unassigned	0	\$000.00
Unassigned*	unassigned	0*	\$000.00
Unassigned*	unassigned	0*	\$000.00

FY 2002 Total Cash Award = \$19,265

Park areas greater than one (1) acre have a potential of \$10.00 per point.

* These park areas are less than one (1) acre, and have been limited to \$5.00 per point.

PAYMENT SUMMARY: Litter grant funds:	\$15,492
Supplemental City funds:	<u>\$ 3,773</u>
Total program payments:	\$19,265

ANTI-LITTER GRANT BUDGET FOR FY 2003

<u>PARK AREA</u>	<u>GROUP</u>	<u>MAXIMUM POINTS - MAXIMUM CASH</u>	
Angel Park	Resurrection Children's Center	96	\$960.00
Beach Park	Rosemont Citizens' Association	96	\$960.00
Beverley Park	North Ridge Citizens' Association	96	\$960.00
Charles Hill Park*	Del Ray Citizens' Association	96*	\$480.00
Chetworth Park*	Northeast Citizens/Chetworth Park	96*	\$480.00
Chinquapin Park	Taylor Run Civic Association	96	\$960.00
Colasanto Center	Del Ray Artisans	96	\$960.00
Four Mile Run Playground	Hume Spring Citizens' Association	96	\$960.00
Four Mile Edison Entrance*	Hume Spring Citizens' Association	96*	\$480.00
Goat Hill Park	Warwick Village Citizens' Association	96	\$960.00
Hillside Park*	Warwick Village Citizens' Association	96*	\$480.00
Hooffs Run Park	Rosemont Citizens/Lower East Rosemont	96	\$960.00
Hume Spring Park*	Hume Spring Citizens' Association	96*	\$480.00
King St. Parking Lot*	Second Genesis	96*	\$480.00
King St. 500-1000 bks.	Second Genesis	96	\$960.00
King St. Gardens*	Second Genesis	96*	\$480.00
Landover Park*	Warwick Village Citizens' Association	96*	\$480.00
Leider Park	Troop 129 & 113 Boy Scouts of America	96	\$960.00
Lynhaven Park*	Lynhaven Civic Association	96*	\$480.00
Lynhaven Gateway *	Lynhaven Civic Association	96*	\$480.00
Mason Park*	Del Ray Citizens' Association	96*	\$480.00
Montgomery	Old Town North Community Association	96	\$960.00
Municipal Pool	Municipal Park Community Group	96	\$960.00
Mt. Jefferson Park*	Mt. Jefferson Civic Association	96*	\$480.00
Mt. Jefferson Extended *	Mt. Jefferson Civic Association	96*	\$480.00
Mt. Jefferson Dog Run*	Mt. Jefferson Civic Association	96*	\$480.00
Powhatan Park	Northeast Citizens' Association	96	\$960.00
Simpson Park Westside	Del Ray Citizens' Association	96	\$960.00
Unassigned	unassigned	96	\$960.00
Unassigned	unassigned	96	\$960.00
Unassigned	unassigned	96	\$960.00
Unassigned	unassigned	96	\$960.00
Unassigned*	unassigned	96*	\$480.00
Unassigned*	unassigned	96*	\$480.00

FY 2001 Total Potential Cash Award = \$24,960

Park areas greater than one (1) acre have a potential of \$10.00 per point.

* These park areas are less than one (1) acre, and have been limited to \$5.00 per point.

PAYMENT SUMMARY: Litter grant funds:	\$15,492**
Supplemental City funds:	\$ 9,468
Total potential program payments:	\$24,960

**This figure is an estimate. The Department of Environmental Quality has not yet released the exact amount of the Litter Grant. This information will be released after August 1, 2003. The City received \$15,492 last year.

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY
LITTER PREVENTION AND RECYCLING GRANTS

SINGLE LOCALITY PROGRAMS

Application and Contract for a Virginia Litter Prevention and Recycling Grant

Between

The Locality of

THE CITY OF ALEXANDRIA

and

The Virginia Department of Environmental Quality (DEQ)

Grant Period:

July 1, 2002 through June 30, 2003

The Locality agrees to use these grant funds to perform the litter prevention and recycling activities listed below:

Yes	No		Yes	No
X		Planning & Organization	X	"Adopt" Programs (List)
	X	Recycling		ADOPT-A-PARK
	X	Youth Education		
X		Cleanups		Other (List)
	X	Law Enforcement		
X		Public Communication		

I certify that the above information is correct and agree to the terms and conditions contained herein and in the Guidelines (DEQ-LPR-2) for this grant program.

Name of Organization: **CITY OF ALEXANDRIA**

Name of Authorized Official: **PHILIP SUNDERLAND**
(Please print)

Title: **CITY MANAGER**

Signature: _____ Date: _____

Address: **301 KING STREET** FIN# **54-6000-1103G**
ALEXANDRIA, VA 22314

FIPS#

INFORMATION BELOW IS FOR DEPARTMENT OF ENVIRONMENTAL QUALITY USE ONLY

Signature of DEQ Official: _____ Date: _____

TRANS	AGENCY	FUND	FFY	PROGRAM	OBJECT	AMOUNT	COST
		FUND DET		PROG SUB ELE			CODE
325	440	0925	2002	515 02 00	1451		204

(See hard copy for DEQ box which goes in this space)

PERFORMANCE REPORT

SECTION I. PLANNING, ORGANIZATION, AND FUNDING

A. Organization

1. Name of entity which received grant funds and performed work: (see Legal Agreement)
**VARIOUS COMMUNITY GROUPS/ SERVICE ORGANIZATIONS
 WITHIN THE CITY OF ALEXANDRIA**

2. Program Manager

Name: **JERRY C. DIERUF**
 Title: **ARBORIST**
 Address: **1108 JEFFERSON STREET ALEX. VA 22314**
 Telephone: **703-838-5040** Fax: **703-838-6344**

B. Paid Staff and Volunteers (INSERT#)

1. Paid staff (part & full time): **1**
2. Annual hours worked by paid staff: **400**
3. Total volunteers (for all functions) (Insert #): **34 (34 parks X 1 person per cleaning)**
4. Total number of volunteer hours (for all functions) **1,088**
(34 parks x 4 cleaning per month x 8 months)

C. Program Finances and Support

	C A S H	I N - K I N D
1. DEQ Grant (7/1/01 - 6/30/02)	\$ 15,492	\$ --
2. Locality	\$ 9,468	\$ 14,000
3. Private Sector	\$ --	\$ --
4. Other (Specify)	\$ --	\$ --
5. Carry Forward	\$ --	

A. Attach an explanation of why these funds were not used and what plans there are for utilizing these funds in the upcoming grant period (7/1/00 - 6/30/2001)

6. TOTALS	\$ 24,960	\$ 14,000
7. GRAND TOTAL	\$ 38,960	

SECTION II. PUBLIC COMMUNICATIONS

A. Printed Materials (Insert #)

1. Grantee produced materials distributed **160**
2. Other produced materials distributed **0**
3. Total Items 1 and 2 **160**

B. Media Activity (Insert #)

1. Items provided to the media by grantee **0**
(press releases, event notices, PSAS, interviews, etc.)
2. Items generate **0**
(articles, pictures, news, or feature stories)

C. In-Person Presentations (Not including Youth Education) (Insert #)

1. Group workshops **1 (ANNUAL ORGANIZATIONAL MEETING)**
2. Total attendance Item 1 **20 REPRESENTATIVES OF THE
VARIOUS CIVIC ORGANIZATIONS**
3. Exhibit Events **0**
4. Total attendance Item 3 **0**
5. Other events **0**
6. Total attendance Item 5 **0**
7. Total attendance Items 2,4,&6 **20**

SECTION 111. YOUTH EDUCATION

A. Presentations/Workshops (Insert #)

1. Presentations/Workshops **N/A**
2. Attendance Item 1 **N/A**

SECTION III. YOUTH EDUCATION - Continued

B. Other Youth Activities (Insert #)

- | | |
|-----------------------------------|-----|
| 1. Ecology/Environmental Clubs | N/A |
| 2. Participants in Item 1 | N/A |
| 3. Other events (List & insert #) | N/A |
| 4. Total participants in Item 3 | N/A |

SECTION IV. CLEANUPS

A. Neighborhood/Community Cleanups (insert #)

- | | |
|------------------------------|-----|
| 1. Cleanups | N/A |
| 2. Total participants Item I | N/A |

B. Waterway Cleanups (Insert #)

- | | |
|------------------------------|-----|
| 1. Cleanups | N/A |
| 2. Total participants Item I | N/A |

C. Indiscriminate Dumps (Insert #)

- | | |
|------------------------------|-----|
| 1. Dumps Eliminate | N/A |
| 2. Total participants Item I | N/A |

D. "Adopt" Programs (Insert #)

- | | |
|-----------------------|---|
| 1. Programs (list) | 34 ADOPT-A-PARKS — PARK AREAS WHICH INCLUDE PLAYGROUNDS, PARKS, STREAM AREAS WITHIN PARKS, AND ADJOINING AREAS AROUND PARKS. |
| 2. Total activities | 34 PARKS, 4 CLEANUP PER MONTH FOR 8 MONTHS = 1,088 |
| 3. Total participants | 1088 (FOR THE PROGRAM YEAR) |

SECTION VII. OTHER INFORMATION

Using the following space, list other aspects of your program not covered by this report:

Program Summary

The City of Alexandria Adopt-a-Park Program is a program designed to improve the appearance and condition of Alexandria's urban park areas. Beginning in April and continuing through November, community groups police and clean up their neighborhood park. City staff visit these parks once a month and award points based on the litter present. At the season's end, cash awards are made to participating groups based on their points earned. Some award funds are used by civic groups on park improvement projects such as benches, play equipment, drinking fountains and landscaping.

The project is needed to help maintain the level of excellence in the City parks. The program provides an opportunity for communities to partner with the City in a mutually beneficial way. Citizens become actively involved in the care of their parks and the City saves valuable resources in time and labor. Although the Adopt-a-Park areas represent only a small portion of the total park acreage in the City system, issues related to crime, vandalism, litter and user conflicts are significantly present in these parks. The citizen involvement generated by this program is essential in resolving urban park problems and helps to foster a safe and attractive park environment.

An important goal of the program is to educate the members of the community and develop a sense of pride in their park system and their local park. The program also provides the children of the community, an understanding of how individuals can help protect and preserve their natural resources through participation in these programs. One benefit of the program is the creation of a greater sense of community. The children of the community greatly benefit from cleaner and safer play environments. Sharing the responsibility of park clean up services with citizens, directly improves the relationship between residents and their local government.

This program takes place within the community, close to the participants. As those individuals cleanup and participate in the park projects, others are encouraged to join in and help out. Each participant is part of a network which expands as the program expands. We started the program in 1978 with 5 parks, and now the program has 34 parks.

A yearly meeting is held in March to sign agreements and distribute awards from the previous year's efforts. The meeting gives the communities a chance to compare notes, talk about specific issues and successes of the program and also gives the City a chance to thank the participants, reminding them that the City supports their efforts of working together toward a common goal.

The Alexandria City Council and the Alexandria Beautification Commission, strongly support this program as part of their continuing mission to empower and educate the citizens of each community to help preserve and protect the city resources.

ACCOUNTING REPORT

REPORT ONLY DEQ GRANT EXPENSES FOR THE JULY 1, 2001 TO JUNE 30, 2002
GRANT PROGRAM YEAR

THE CHIEF GOVERNMENT ADMINISTRATOR OR ORGANIZATION OFFICER
MUST SIGN REPORT, WITH DATE AND TITLE

STARTING GRANT FUNDS

Grant Amount Received for 7/1/01 - 6/30/02 Reporting Year	\$ 15,492
Carry Forward Grant Balance from Previous Reporting Year	\$ 0

EXPENSES**AMOUNT SPENT**

Salary, wages, and other personnel costs	\$ ABSORBED IN LOCALITY FUNDING
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Administrative expenses (office supplies, postage, telephone, etc.)	\$ SEE ABOVE
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Program Materials

Printing	\$ SEE ABOVE
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Cleanup Supplies	\$ SEE ABOVE
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Other	\$ SEE ABOVE
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Travel	\$ SEE ABOVE
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Equipment (Specify Type & Purpose)	\$ SEE ABOVE
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Other (Specify)	\$ 3,773
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**AWARDS TO CIVIC ORGANIZATIONS
FOR THEIR CLEANUP EFFORTS
(SEE ATTACHMENTS 2 & 3)**

TOTAL	\$ 19,265
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Unspent Grant Balance (to be carried forward - see justification on Performance Report, Section 1, Part C. - amounts must agree)	\$ 0
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I certify that the information provided in the Performance and Accounting Reports is accurate.

Signature

Title

Date