

City of Alexandria, Virginia

MEMORANDUM

DATE: MAY 25, 2010

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER *J*

SUBJECT: SUBMISSION OF A NON-COMPETITIVE GRANT APPLICATION TO THE VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY, 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, 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, Litter Prevention and Recycling Program, for funding in the approximate amount of \$16,764 for the Adopt-a-Park Litter Control Program (the exact amount to be determined by the Virginia Department of Environmental Quality by September 1, 2010);
- (2) Due to severe City budget constraints, affirm that no City funds will be available to fund this program in FY 2011 or future years and
- (3) 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 1). This program has been very successful in increasing cleanliness in the parks, reducing City costs for litter control, and involving citizens in their neighborhood. This year (2010) 32 park areas are being maintained through this program.

The Park Planning Division 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 2010, three parks received the maximum award of 96 points. A list of the participating groups and the amount of their awards for FY 2010 is provided (Attachment 2). In FY 2011, the maximum donation for an individual park will not exceed \$713.36 per park, based on the anticipated grant amount and a maximum accumulation of 96 points. Attachment 3 reflects the total potential cost for this program if all parks receive the maximum award.

GRANT PERIOD: July 1, 2010 - June 30, 2011, FY 2011.

FISCAL IMPACT: There is minimal fiscal impact on the City. There is no requirement for the City to provide a cash match or an in-kind match for these grant funds. In FY 2010, the City did not provide voluntary supplemental funding. In past fiscal years City funding has averaged approximately \$1,240 depending on the amount of the grant and number of parks participating in the program.

The City no longer provides supplemental funding for this program due to budget constraints. FY 2011 grant monies will determine the point values of the total number of points earned at the end of the program year. In addition, the City is responsible for administrative costs associated with this grant. These costs include monitoring the operation of the program and financial oversight. These costs are absorbed in staff time.

It is anticipated that the Virginia Department of Environmental Quality, Litter Prevention and Recycling Program, will provide grant funding of approximately \$16,764 in FY 2011 for this project. The City's contribution is \$0.00 for the total FY 2011 program budget of \$16,764¹ (Attachment 3); it is unlikely that all parks will receive all available funding. All grant funding will be expended in FY 2011. No funds will be carried over to the next fiscal year.

There are no additional funds available in the City budget to continue these activities once the grant funds are expended. The Virginia Department of Environmental Quality will determine the exact amount of this year's grant by September 1, 2010 (Attachment 4). Due to severe budget constraints no City funds will supplement this program in future years if the State funding does not 100% support all costs of this initiative.

¹ Thirty two (32) parks are included in the budget of \$16,764. Seventeen (17) of the parks are less than one acre and are eligible for a maximum of 96 points, and \$356.68, and fifteen (15) parks are greater than one acre and are eligible to receive a maximum of 96 points, and \$713.36.

ATTACHMENTS:

Attachment 1 - Adopt-A-Park Litter Control Procedures 2010

Attachment 2 - FY2010 Adopt-A-Park Litter Control Awards

Attachment 3 - FY2011 Adopt-A-Park Litter Control Budget

Attachment 4 - FY2011 Litter Prevention and Recycling Grant Application

STAFF:

James B. Spengler, Director, Department of Recreation, Parks & Cultural Activities

Bruce Johnson, Director, Office of Management and Budget

Roger Blakeley, Deputy Director, Department of Recreation, Parks & Cultural Activities

Judy Lo, Park Planner, Department of Recreation, Parks & Cultural Activities

**ADOPT-A-PARK LITTER CONTROL PROGRAM
PROCEDURES
PROGRAM YEAR 2010**

1. Each group shall pick up litter in their respective parks at least once a week, according to the Adopt a Park agreement. Each group shall maintain records of each cleanup and submit the records to the City at the end of the Program.
2. Each park is to be inspected unannounced once per month on a Monday beginning April 1st and ending November 30th, for a total of 8 inspections. Inspections do not occur on City Holidays that fall on Mondays. These are typically Memorial Day, July 4, Labor Day and Columbus Day.
3. Inspections will be based on a **12 point system**. The system will be as follows:
A score of **12 points** = **Perfect: No Paper**
No Cans
No Bottles
No Glass
The system is broken down into 4 segments, Paper, Cans, Bottles, and Glass. Each section can receive **up to 3 points**.
One to 3 pieces of litter in any category is sufficient to reduce the score by 1 point. A generally littered appearance in any of the four categories would result in a score of 0.
4. Cash awards are based on available funds. Program funding is provided by the State's Litter Prevention and Recycling Grant, which the City applies for each year. The grant amount will vary each year. The grant funds will be divided by the total number of points compiled in the inspection ratings by all participating associations. Each group's point total will be multiplied by that rate to determine the dollar amount for the year.
5. The grant is applied for and received during the program year according to this schedule:

MARCH 2010:	Check distribution for work completed in 2009. Program Year 2010 kickoff. April 1: 2010 Program begins.
JUNE 2010:	Grant application submitted. City Council FY2011 approval.
FALL 2010:	Grant Awarded to City. November 30: 2010 Program ends.
WINTER 2010:	City allocation of funds.
MARCH 2011:	Checks distributed for work completed in 2010. Program Year 2011 kickoff.
6. Checks are distributed each year in March.
7. Monthly scores will be communicated by email after each inspection. Contact us at anytime with any concerns you may have about the parks. Our office number is 703-746-5490. Mail all correspondence to: Adopt-a-Park Coordinator, Lee Center, 1108 Jefferson St. Alexandria, VA 22314

FY2010 ADOPT-A-PARK CASH AWARDS

<u>PARK AREA</u>	<u>GROUP</u>	<u>POINTS EARNED</u>	<u>CASH AWARDED</u>
Angel Park	Taylor Run Citizens' Association	82	\$704.59
Beach Park	Rosemont Citizens' Association	70	\$601.48
Beverley Park	North Ridge Citizens' Association	92	\$790.51
Charles Hill Park*	Alexandria Police Special Operations	93*	\$399.55
Chetworth Park*	Northeast Citizens/Chetworth Park	96*	\$412.34
Chinquapin Park	Taylor Run Civic Association	85	\$730.36
Colasanto Center	Del Ray Artisans	95	\$816.29
Commonwealth	Del Ray Citizens' Association	95	\$816.29
Four Mile Run Playground	Hume Spring Citizens' Association	77	\$661.62
Four Mile Edison Entrance*	Hume Spring Citizens' Association	72*	\$309.33
Founders Park	Founders Park Community Association	70	\$601.48
Goat Hill Park	Warwick Village Citizens' Association	96	\$824.88
Helen Miller*	Inner City Civic Association	79*	\$339.40
Hillside Park*	Warwick Village Citizens' Association	94*	\$403.84
Holmes Run Park/Duke	Action Animals Network	89	\$764.73
Hooffs Run Park	Rosemont Citizens/Lower East Rosemont	68	\$584.29
Hume Spring Park*	Hume Spring Citizens' Association	81*	\$347.99
Interior Park*	Inner City Civic Association	94*	\$403.84
Landover Park*	Warwick Village Citizens' Association	95*	\$408.14
Leider Park	Troop 129 & 113 Boy Scouts of America	92	\$790.51
Lynhaven Park*	Lynhaven Civic Association	93*	\$399.55
Lynhaven Gateway *	Lynhaven Civic Association	94*	\$403.84
Mason Park*	Del Ray Citizens' Association	88*	\$378.07
Montgomery	Old Town North Community Association	83	\$713.18
Mt. Jefferson Park*	Mt. Jefferson Civic Association	59*	\$253.48
Mt. Jefferson Greenway*	Mt. Jefferson Civic Association	57*	\$244.88
Mt. Jefferson Dog Run*	Mt. Jefferson Civic Association	61*	\$262.07
Pendleton Park*	Inner City Civic Association	93*	\$399.55
Powhatan Park	Northeast Citizens' Association	89	\$764.73
Simpson Park Westside	Del Ray Citizens' Association	96	\$824.88
St. Asaph Park*	Del Ray Citizens' Association	95*	\$408.14
FY 2010 Total Cash Award =			\$16,763.90

Park areas greater than one (1) acre are \$8.5925 per point.

* Park areas are less than one (1) acre are \$4.2962 per point.

PAYMENT SUMMARY:

FY 2010 Litter Grant funds received:	\$16,764.00
Supplemental City funds:	\$0.00
FY 2010 Total program payments (above):	\$16,763.90

FY2011 ADOPT-A-PARK CASH BUDGET

<u>PARK AREA</u>	<u>GROUP</u>	<u>MAXIMUM POINTS</u>	<u>MAXIMUM CASH</u>
All Veterans Park	Alexandria Firefighters Inc.	96	\$713.36
Angel Park	Taylor Run Civic Association	96	\$713.36
Beach Park	Rosemont Citizens' Association	96	\$713.36
Beverley Park	North Ridge Citizens' Association	96	\$713.36
Charles Hill Park*	Alexandria Police Special Operations	96*	\$356.68
Chetworth Park*	Northeast Citizens/Chetworth Park	96*	\$356.68
Chinquapin Park	Taylor Run Civic Association	96	\$713.36
Colasanto Center	Del Ray Artisans	96	\$713.36
Commonwealth Medians	Del Ray Citizens' Association	96	\$713.36
Del Ray Avenue Park	Del Ray Citizens' Association	96*	\$356.68
Four Mile Run Playground	Hume Spring Citizens' Association	96	\$713.36
Four Mile Edison Entrance*	Hume Spring Citizens' Association	96*	\$356.68
Founders Park	Founders Park Community Association	96	\$713.36
Goat Hill Park	Warwick Village Citizens' Association	96	\$713.36
Helen Miller*	Inner City Civic Association	96*	\$356.68
Hillside Park*	Warwick Village Citizens' Association	96*	\$356.68
Hooffs Run Park	Rosemont Citizens/Lower East Rosemont	96	\$713.36
Hume Spring Park*	Hume Spring Citizens' Association	96*	\$356.68
Interior Park*	Inner City Civic Association	96*	\$356.68
Landover Park*	Warwick Village Citizens' Association	96*	\$356.68
Leider Park	Troop 129 & 113 Boy Scouts of America	96	\$713.36
Lynhaven Park*	Lynhaven Civic Association	96*	\$356.68
Lynhaven Gateway *	Lynhaven Civic Association	96*	\$356.68
Mason Park*	Del Ray Citizens' Association	96*	\$356.68
Montgomery	Old Town North Community Association	96	\$713.36
Mt. Jefferson Greenway*	Mt. Jefferson Civic Association	96*	\$356.68
Mt. Jefferson Dog Run*	Mt. Jefferson Civic Association	96*	\$356.68
Mt. Jefferson Park*	Mt. Jefferson Civic Association	96*	\$356.68
Pendleton Park*	Inner City Civic Association	96*	\$356.68
Powhatan Park	Northeast Citizens' Association	96	\$713.36
Simpson Park Westside	Del Ray Citizens' Association	96	\$713.36
St. Asaph Park*	Del Ray Citizens Association	96*	\$356.68

FY 2010 Total Potential Cash Award = \$16,763.96**

The value of each point will be determined by the amount of grant funding received divided by the total number of points earned. Park areas greater than one (1) acre have a maximum potential of \$10.00 per point.

* Park areas less than one (1) acre have a maximum potential of \$5.00 per point.

PAYMENT SUMMARY:

FY 2010 Litter Grant funds:	\$16,764.00**
Supplemental City funds:	\$0.00
Total potential program payments:	\$16,763.96

**This figure is an estimate only. The Department of Environmental Quality has not yet released the exact amount of the Litter Grant. This information will be released after September 1, 2010.

Virginia Department of Environmental Quality
FY 2011 APPLICATION AND CONTRACT
FOR A VIRGINIA LITTER PREVENTION AND RECYCLING GRANT

Deadline for application: June 30, 2010
 Grant Period: July 1, 2010 through June 30, 2011

Are you applying as a single locality? Yes or No (If yes, fill in ONLY your local government name on the line for The Primary Agency)

Are you applying as a co-op? Yes or No (If yes, fill in your agency as the primary agency and the localities that you are representing in addition to your own on the "Localities of" line)

The Primary Agency CITY OF ALEXANDRIA

The Localities of CITY OF ALEXANDRIA

The Agency is applying for FY 2011 grant funding and agrees to use these grant funds to perform the litter prevention and recycling activities listed below: (Note: for an agency to qualify, a minimum of two items must be selected.)

Yes	No	Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Planning & Organization		Adopt-A Programs (List)
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
	Recycling		Adopt-a-Park
<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	Youth Education		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Cleanups		Other (List)
<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	Law Enforcement		
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	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. For Co-op applications, I certify that a written agreement between the Coordinating Agency and each participating locality is on file.

Name of Organization: CITY OF ALEXANDRIA

Name of Authorized Official: JAMES K. HARTMAN
 (Please print) Email Address

Circle correct title: CITYMANAGER

Signature: _____ Date: _____
 Address: 301 KING STREET FIN# 54-6000-11039
ALEXANDRIA, VA 22313 FIPS# 510
 Phone: 703-746-4300

As long your grant funds are committed by June 30th, you can include any committed money (outstanding invoices) on your performance and accounting report as having been spent. You will no longer be able to carry forward any unspent funds.

Do you expect to have any unspent grant money remaining? Yes No

INFORMATION BELOW IS FOR DEPARTMENT OF ENVIRONMENTAL QUALITY USE ONLY

Signature of DEQ Official: _____ Date: _____

**DEQ
USE
ONLY**

TRANS	AGENC Y	FUND FUND DET	FFY	PROGRAM PROG SUB ELE	OBJECT	AMOUNT	COST CODE
325	440	0925	2011	515 09 00	1451		140
INVOICE NUMBER			PROJECT CODE	DESCRIPTION			
			90024	LITTER PREVENTION AND RECYCLING			
GRANTS							