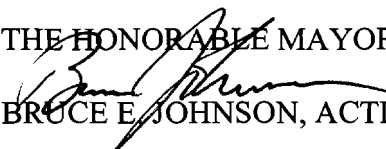


City of Alexandria, Virginia

MEMORANDUM

DATE: JUNE 2, 2011

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:  BRUCE E. JOHNSON, ACTING CITY MANAGER

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 \$19,332 for the Adopt-a-Park Litter Control Program (the exact amount to be determined by the Virginia Department of Environmental Quality by September 30, 2011); 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 1). This program has been very successful in increasing cleanliness in the parks, controlling litter, and involving citizens in their neighborhood park. This year (2011), 32 park areas are being maintained and monitored 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 2011, one park (Chetworth Park maintained by the Northeast Citizens Association) received the maximum award of 96 points. A list of the participating groups and the amount of their awards for FY 2011 is provided (Attachment 2). In FY 2011, the maximum donation for an individual park will not exceed \$895.00 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, 2011 - June 30, 2012, FY 2012.

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. FY 2012 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 \$19,332 in FY 2012 for this project. The exact amount of this year's grant will be determined by September 30, 2011. All grant funding will be expended in FY 2012. No funds will be carried over to the next fiscal year.

No additional funds available are in the City budget to continue these activities once the grant funds are expended. No City funds will be available if State funding does not 100% support all costs of this initiative.

ATTACHMENTS:

Attachment 1 - Adopt-A-Park Litter Control Procedures Program Year 2011

Attachment 2 – FY2011 Adopt-A-Park Litter Control Awards

Attachment 3 – FY2012 Adopt-A-Park Litter Control Budget

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

STAFF:

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

Bruce E. Johnson, Director, Office of Management and Budget

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

**ADOPT-A-PARK LITTER CONTROL PROGRAM
PROCEDURES
PROGRAM YEAR 2011**

1. (a.) Each group shall pick up litter in their respective parks at least once a week, according to the Adopt a Park Agreement.
 - (b.) Each group shall track the dates, hours and number of volunteers for each cleanup and submit the records to the City AAP Coordinator at the end of the Agreement period.
 - (c.) Each group is responsible for providing their own litter collection supplies. Litter shall be disposed of using the litter receptacles provided at the park.
 - (d.) The Department of Transportation is responsible for emptying litter receptacles. To report an overflowing can, illegal dumping, or other litter concerns, contact the Department of Transportation at 703-746-4410.
 - (e.) To report down trees or limbs in the park, contact the City Arborist Office at 703-746-5496.
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 occur 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 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 2011: Check distribution for work completed in 2010. April 1: Program begins.
JUNE 2011: Grant application submitted. City Council FY2012 approval.
FALL 2011: Grant Awarded to City. November 30: 2011 Program ends.
WINTER 2012: City allocation of funds.
MARCH 2012: Checks distributed for work completed in 2011. Program Year 2012 kickoff.
6. Checks are distributed each year in March.
7. Monthly scores will be communicated by email. Our office number is 703-746-5490. Mail all correspondence to: Adopt-a-Park Coordinator, Lee Center, 1108 Jefferson St. Alexandria, VA 22314

FY2011 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	77	\$757.54
Beach Park	Rosemont Citizens' Association	91	\$895.27
Beverley Park	North Ridge Citizens' Association	94	\$924.79
Charles Hill Park*	Alexandria Police Special Operations	92*	\$452.56
Chetworth Park*	Northeast Citizens/Chetworth Park	96*	\$472.23
Chinquapin Park	Taylor Run Civic Association	78	\$767.38
Colasanto Center	Del Ray Artisans	90	\$885.44
Commonwealth	Del Ray Citizens' Association	89	\$875.60
Four Mile Run Playground	Hume Spring Citizens' Association	66	\$649.32
Four Mile Edison Entrance*	Hume Spring Citizens' Association	69*	\$339.42
Founders Park	Founders Park Community Association	56	\$550.94
Goat Hill Park	Warwick Village Citizens' Association	85	\$836.24
Helen Miller*	Inner City Civic Association	75*	\$368.93
Hillside Park*	Warwick Village Citizens' Association	94*	\$462.39
Hooffs Run Park	Rosemont Citizens/Lower East Rosemont	91	\$895.27
Hume Spring Park*	Hume Spring Citizens' Association	78*	\$383.69
Interior Park*	Inner City Civic Association	95*	\$467.31
Landover Park*	Warwick Village Citizens' Association	86*	\$423.04
Leider Park	Troop 129 & 113 Boy Scouts of America	80	\$787.05
Lynhaven Park*	Lynhaven Civic Association	90*	\$442.72
Lynhaven Gateway *	Lynhaven Civic Association	94*	\$462.39
Mason Park*	Del Ray Citizens' Association	79*	\$388.61
Montgomery	Old Town North Community Association	87	\$855.92
Mt. Jefferson Park*	Mt. Jefferson Civic Association	78*	\$383.69
Mt. Jefferson Greenway*	Mt. Jefferson Civic Association	70*	\$344.34
Mt. Jefferson Dog Run*	Mt. Jefferson Civic Association	73*	\$359.09
Pendleton Park*	Inner City Civic Association	92*	\$452.56
Powhatan Park	Northeast Citizens' Association	87	\$855.92
Simpson Park Westside	Del Ray Citizens' Association	95	\$934.63
St. Asaph Park*	Del Ray Citizens' Association	93*	\$457.47

FY 2011 Total Cash Award = \$19,332.00

Park areas greater than one (1) acre are \$9.84 per point.

* Park areas are less than one (1) acre are \$4.92 per point.

PAYMENT SUMMARY:

FY 2011 Litter Grant funds received:	\$19,332.00
FY 2011 Total program payments (above):	\$19,332.00

FY2012 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	\$895.00
Angel Park	Taylor Run Civic Association	96	\$895.00
Beverly Park	North Ridge Citizens' Association	96	\$895.00
Charles Hill Park*	Alexandria Police Special Operations	96*	\$429.60
Chetworth Park*	Northeast Citizens/Chetworth Park	96*	\$429.60
Chinquapin Park	Taylor Run Civic Association	96	\$895.00
Colasanto Center	Del Ray Artisans	96	\$895.00
Commonwealth Medians	Del Ray Citizens' Association	96	\$895.00
Del Ray Avenue Park	Del Ray Citizens' Association	96*	\$429.60
Four Mile Run Playground	Hume Spring Citizens' Association	96	\$895.00
Four Mile Edison Entrance*	Hume Spring Citizens' Association	96*	\$429.60
Founders Park	Founders Park Community Association	96	\$895.00
Goat Hill Park	Warwick Village Citizens' Association	96	\$895.00
Helen Miller*	Inner City Civic Association	96*	\$429.60
Hillside Park*	Warwick Village Citizens' Association	96*	\$429.60
Hume Spring Park*	Hume Spring Citizens' Association	96*	\$429.60
Interior Park*	Inner City Civic Association	96*	\$429.60
Landover Park*	Warwick Village Citizens' Association	96*	\$429.60
Leider Park	Troop 129 & 113 Boy Scouts of America	96	\$895.00
Lynhaven Park*	Lynhaven Civic Association	96*	\$429.60
Lynhaven Gateway *	Lynhaven Civic Association	96*	\$429.60
Mason Park*	Del Ray Citizens' Association	96*	\$429.60
Montgomery	Old Town North Community Association	96	\$895.00
Mt. Jefferson Greenway*	Mt. Jefferson Civic Association	96*	\$429.60
Mt. Jefferson Dog Run*	Mt. Jefferson Civic Association	96*	\$429.60
Mt. Jefferson Park*	Mt. Jefferson Civic Association	96*	\$429.60
Pendleton Park*	Inner City Civic Association	96*	\$429.60
Powhatan Park	Northeast Citizens' Association	96	\$895.00
Simpson Park Westside	Del Ray Citizens' Association	96	\$895.00
South Early St. Park	Society Hill Homeowners Association	96*	\$429.60
St. Asaph Park*	Del Ray Citizens Association	96*	\$895.00
WOD Greenway	Del Ray Citizens Association	96	\$895.00
FY 2012 Total Potential Cash Award =			\$19,332**

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 2012 Litter Grant funds:	\$19,332.00**
Supplemental City funds:	\$0.00
Total potential program payments:	\$19,332.00

**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 30, 2011.