



Anoka County

HUMAN SERVICES DIVISION

Community Health & Environmental Services

Correctional
Health

Environmental
Services

Recycling &
Resource Solutions

Public Health
Nursing

Women, Infants
& Children (WIC)

Date: April 5, 2018
To: Municipal Recycling Coordinators
From: Sue Doll, Solid Waste Specialist
Regarding: Municipal Contracts for 2018, Funding and Goals

The 2018 Residential Recycling Agreements include a fixed base of \$10,000 for each municipality and \$5.00 per household (HH). In addition, targeted program funds are available for specific program areas and funds may be used for problem materials and yard waste/organics. The household count is based on the latest population and household estimate available from the Metropolitan Council. This funding allocation is not dependent upon the receipt of the second SCORE allocation. The county will use reserve funds if the second grant payment is not received in the spring of 2018.

The 2018 funding includes enhancement funds for the following program areas:
Monthly/Quarterly Drop-off Events – \$10,000 or \$15,000 depending on HH's
General Enhancement Grant \$1/HH
Organics Collection \$0.50/HH if no organics drop-off or curbside program
Organics Collection \$1/HH if there is an organics drop-off or curbside program
Additional Grant Request up to \$30,000

The 2018 municipal recycling goal is 210 pounds per person for single family households (up to 4 units) and 160 pounds per person for multi-unit households (5 units or more). This goal reflects the estimated tonnage needed to assist the county in achieving its recycling goal as established by the State of Minnesota. The goals have been set to reflect the differences between single family and multi-unit housing.

One copy of the contract has been enclosed for signature by your municipality. Please obtain the necessary signatures. The funding amounts you requested on Attachment B and the final funding award, Attachment C, are included as part of this contract.

Mail the signed copy back to our department and we will obtain remaining signatures. We will return the original to you once fully-executed. We will not be able to reimburse any expenditures until we have a signed contract returned by your municipality.

Thank you for your cooperation and efforts to reduce waste and increase the amount of material recycled in our county. Please do not hesitate to contact me if you have any questions regarding this information.

Prevent. Promote. Protect.

Field Operations Building ▲ 1530 Bunker Lake Boulevard NW ▲ Andover, MN 55304 ▲ www.anokacounty.us
763-324-3400 ▲ FAX: 763-324-3410

Affirmative Action / Equal Opportunity Employer

2018 AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM

THIS AGREEMENT made and entered into on the 1st day of January, 2018, notwithstanding the date of the signatures of the parties, between the COUNTY OF ANOKA, State of Minnesota, hereinafter referred to as the "COUNTY", and the CITY OF RAMSEY, hereinafter referred to as the "MUNICIPALITY".

WITNESSETH:

WHEREAS, the County will receive funding from the State of Minnesota pursuant to Minn. Stat. § 115A.557 (hereinafter "SCORE funds") during 2018; and

WHEREAS, pursuant to legislation a portion of the SCORE funds must be used to encourage recycling of source-separated compostable materials; and

WHEREAS, the County will also receive funding pursuant to Minn. Stat. § 473.8441 (hereinafter "LRDG funds") during 2018; and

WHEREAS, the County also has additional budgeted program funding available to supplement SCORE and LRDG funds for solid waste recycling programs, so that the available amount for the Residential Recycling Program is \$1,551,029; and

WHEREAS, the County Solid Waste Master Plan 2012 (Master Plan 2012) and MPCA Metropolitan Solid Waste Management Policy Plan 2010-2030 state that MSW generated in the County that is not reused, recycled or composted, will be processed to the extent that processing capacity is available; and

WHEREAS, the Master Plan 2012 was developed with the participation of a representative from the Municipality staff, and the Municipality is required to develop and implement programs, practices, or methods designed to meet waste abatement goals by Minn. Stat. § 115A.551, Subd 2a. (b).

WHEREAS, in 2017, the County engaged in a process of drafting an updated Master Plan which will be submitted to the MPCA for review and approval in 2018. The anticipated Master Plan 2018 will supersede the current Master Plan 2012 upon approval. The Master Plan 2018 has been developed with the participation of a representative from the Municipality staff, and the Municipality will be required to develop and implement programs, practices, or methods designed to meet waste abatement goals by Minn. Stat. § 115A.551, Subd 2a. (b).

WHEREAS, the County wishes to assist the Municipality in meeting recycling goals established by Anoka County by providing said SCORE and LRDG funds to cities and townships in the County for solid waste recycling programs.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Agreement, the parties mutually agree to the following terms and conditions:

1. **PURPOSE.** The purpose of this Agreement is to provide for cooperation between the County and the Municipality to implement solid waste recycling programs in the Municipality which will help the County and member municipalities meet the goals set in the current Anoka County Solid Waste Management Master Plan.
2. **TERM.** The term of this Agreement is from January 1, 2018 through December 31, 2018, unless earlier terminated as provided herein.
3. **DEFINITIONS.**
 - a. "Eligible Expenses" means those expenses for recycling projects/programs and education and outreach and for priority issue activities that assist the municipality in collecting additional tons to help meet its recycling goal. Such expenses may include administration, but only to the extent of salary and legal costs of personnel who are directly working on the planning, implementation and promotion of eligible activities as detailed in this definition.
 - b. "Full Service Recycling Drop-off Center" means centralized permanent drop-off center that is open at least two times a week and accepts at least four types of materials beyond traditional curbside recyclables, i.e.: mattresses, appliances, scrap metal, carpet, furniture, source-separated compostable materials, electronics, etc.
 - c. "Mixed municipal solid waste" (MSW) shall have the meaning set forth in Minn. Stat. §115A.03, Subd. 21.
 - d. "Multi-unit households" means households within apartment complexes, condominiums, townhomes, mobile homes and senior housing complexes.
 - e. "Opportunity to Recycle" means providing recycling and curbside pickup or collection centers for recyclable materials for residents, including single and multi-family dwellings, as required by Minn. Stat. § 115A.552. Subd. 1.
 - f. "Problem material" shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 24a.
 - g. "Public entity waste" shall have the meaning set forth in Minn. Stat. § 115A.471 (b).
 - h. "Quasi-Municipal event" means community festivals which appear to the public to be supported and run by the Municipality but in fact are sponsored or co-sponsored by an independent non-profit 501c (3) organization, for example: the Anoka Halloween Parade.
 - i. "Recyclable materials" shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 25a.
 - j. "Recycling" shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 25b.
 - k. "Refuse-derived fuel" (RDF) as defined by Minn. Stat. § 115A.03, Subd. 25d., or other material that is destroyed by incineration is not a recyclable material.
 - l. "Source-separated compostable materials" (commonly called "organics") shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 32a.
 - m. "Yard waste" shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 38.

4. **PROGRAM.** The Municipality shall develop and implement a residential solid waste recycling program adequate to meet the Municipality's annual recycling goal of 2,696 tons of recyclable materials as established by the County. The Municipality shall ensure that the recyclable materials collected are delivered to processors or end markets for recycling.
- a. The Municipal recycling program shall include the following components:
- i. Each household (including multi-unit households) in the Municipality shall have the Opportunity to Recycle at least four broad types of materials, including but not limited to, paper (including cardboard/paperboard cartons), glass, plastic, metal and textiles.
 - ii. The recycling (including any organics) program shall be operated in compliance with all applicable federal, state, and local laws, ordinances, rules and regulations.
 - iii. The Municipality shall implement a public information program that contains at least the following components:
 - (1) One promotion is to be mailed to each household focused exclusively on the Municipality's recycling program;
 - (2) One promotion advertising recycling opportunities available for residents is to be included in the Municipality's newsletter or local newspaper; and
 - (3) Two community outreach activities at Municipal or Quasi-Municipal events to inform residents about recycling opportunities.
 - iv. The public information components listed above shall focus on all recyclable materials and the various opportunities to recycle within the Municipality. The Municipality shall incorporate Rethink Recycling images and use the toolkits provided when preparing promotional materials. The Municipality, on an ongoing basis, shall identify new residents and provide detailed information on the recycling opportunities available to these new residents. The County shall work with the Municipality on promotional materials to coordinate messages. The Municipality shall provide promotional materials for review prior to publication to ensure accuracy.
 - v. The Municipality shall regularly attend the monthly Solid Waste Abatement Advisory Team meetings per year.
 - vi. The Municipality shall offer one or two spring and fall cleanup/recycling drop-off event(s) where items not normally accepted at the curb are collected for recycling. If the Municipality is hosting a monthly drop-off as described in 4.b.i below, the spring/fall cleanup/recycling drop-off events may be included within that program.

- b. The Municipality is encouraged to expand its recycling program to include one or more of the following components in order to receive additional funding.
- i. Organize monthly/quarterly recycling drop-off events which can be held in conjunction with a neighboring municipality(ies) on a cooperative basis for the citizens of both/all municipalities.
 - ii. Provide a community event recycling program, which at a minimum would consist of providing recycling opportunities at all Municipal sponsored or Quasi-Municipal events and festivals as required by Minn. Stat. § 115A.151. The feasibility of adding organics collection at the event will be explored and if feasible, implemented as an enhancement to the waste abatement program.
 - iii. Provide the opportunity for citizens to engage in recycling activities at Municipal and Quasi-Municipal facilities as required by Minn. Stat. § 115A.151 such as athletic fields and public centers.
 - iv. Organize and manage a Full Service Recycling Drop-off Center.
 - v. Develop enhanced recycling promotion and assistance for multi-units.
 - vi. Develop additional opportunities for Source-Separated Compostable Materials collection.
 - vii. Develop and implement additional opportunities to recycle bulky and problem materials (e.g. appliances, carpet, electronics, mattresses and scrap metal) from residents on an on-going basis either curbside or at a drop-off.
- c. If the Municipality's recycling program did not achieve the Municipality's recycling goals as established by the County for the prior calendar year, the Municipality shall work with the County to prepare a plan to achieve the recycling goals set forth in this Agreement.
- d. The Municipality's recycling program shall be limited to residential programming for funding reimbursements under this Agreement. The County will not reimburse business recycling programming or household hazardous waste programming by the Municipality. Any inquiries or requests regarding these topics should be sent to the County for response.
- e. In addition to the above requirements designed to increase residential recycling opportunities, the Municipality shall provide recycling opportunities in all municipal buildings including but not limited to, city offices, public meeting rooms and parks, as required by Minn. Stat. § 115A.151. If items collected through the Municipal recycling program prove to be contaminated or not recyclable, those items shall be treated as public entity waste and must be processed at a resource recovery facility.¹ Minn. Stat. §§ 115A.46 ,115A.471 and 473.848.

¹ See pages 44-45 of the 2012 Anoka County Solid Waste Management Master Plan regarding the requirements for Public Entity Waste.

- f. Pursuant to Minn. Stat. §§ 115A.46, 115A.471 and 473.848, all waste generated by city/township government activities (including city/town halls, public works and public safety buildings, parks, and libraries, and for city/townships that arrange for waste services on behalf of their residents (organized collection)) shall be delivered to a waste processing plant for disposal as long as capacity is available. Failure to comply with this provision shall constitute a breach of this Grant Agreement resulting in the loss of all Grant Funding unless, pursuant to statute, the Municipality has conferred with the County and developed a plan to comply within a reasonable period of time. ²
5. **REPORTING.** The Municipality shall submit the following reports semi-annually to the County no later than July 20, 2018 and January 10, 2019.
- a. An accounting of the amount of waste which has been recycled as a result of the Municipality's activities and the efforts of other community programs, redemption centers and drop-off centers. For recycling programs, the Municipality shall certify the number of tons of each recyclable material which has been collected and the number of tons of each recyclable material which has been marketed. For recycling programs run by other persons or entities, the Municipality shall also provide documentation on forms provided by the County showing the tons of materials that were recycled by the Municipality's residents through these other programs. The Municipality shall keep detailed records documenting the disposition of all recyclable materials collected pursuant to this Agreement. The Municipality shall also report the number of cubic yards or tons of yard waste collected for composting, chipping, or land spreading, together with a description of the methodology used for calculations. Any other material removed from the waste stream by the Municipality, i.e. tires and used oil, shall also be reported separately.
 - b. Information regarding any revenue received from sources other than the County for the Municipality's recycling programs.
 - c. Copies of all promotional materials that have been prepared by the Municipality during the term of this Agreement to promote its recycling programs.
 - d. The Municipality agrees to support County efforts in obtaining hauler reports by ensuring compliance through ordinance, contract or license requirements and the ability to exercise punitive actions, if needed.

The Municipality agrees to furnish the County with additional reports in form and at frequencies requested by the County for financial evaluation, program management purposes, and reporting to the State of Minnesota.

6. **BILLING AND PAYMENT PROCEDURE.** The Municipality shall submit itemized invoices semi-annually to the County for abatement activities no later than July 20, 2018 and January 10, 2019. Costs not billed by January 10, 2019 may not be eligible for funding. The invoices shall be paid in accordance with standard County procedures, subject to the approval of the Anoka County Board of Commissioners.
7. **ELIGIBILITY FOR FUNDS.** The Municipality is entitled to receive reimbursement for eligible expenses, less revenues or other reimbursement received, for eligible activities up

² *Ibid.*

to the project maximum as computed below, which shall not exceed \$68,765.00. The project maximum for eligible expenses shall be computed as follows:

- a. A base amount of \$10,000 and \$5 per household for recycling activities only;
- b. Enhancement activities as provided according to the schedule in Attachment A and the applications in Attachment B for each of the following services: Full Service Recycling Drop-off Center, Spring/Fall or Monthly/Quarterly Drop-off Events; Municipal Park Recycling; Community Event Recycling; Special Curbside Pickup Events; Multi-unit Recycling; and Organics Collection;
- c. After considering the 2018 Municipal Funding Request applications (Attachment B) designating the additional Grant Projects that the City will undertake in the upcoming year; and
- d. Including an additional change order contingency of up to 10% of the total of the total base funding, Monthly/Quarterly Drop-offs, and General Enhancement grants.

For the Municipality's convenience in determining the amounts for the 2018 Municipal Funding Request, a work plan is included with the Packet. Notwithstanding any provision to the contrary, the County reserves the right to reduce the funding provided hereunder in the event the City does not undertake and complete the additional Grant Projects referenced in Attachment B. The County also reserves the ability to assess the programs and reallocate unused SCORE and LRDG funds mid-year if any participating municipality demonstrates the need for the funding and funds are available.

8. **RECORDS.** The Municipality shall maintain financial and other records and accounts in accordance with requirements of the County and the State of Minnesota. The Municipality shall maintain strict accountability of all funds and maintain records of all receipts and disbursements. Such records and accounts shall be maintained in a form which will permit the tracing of funds and program income to final expenditure. The Municipality shall maintain records sufficient to reflect that all funds received under this Agreement were expended in accordance with Minn. Stat. § 115A.557, Subd. 2, for residential solid waste recycling purposes. The Municipality shall also maintain records of the quantities of materials recycled. All records and accounts shall be retained as provided by law, but in no event for a period of less than five years from the last receipt of payment from the County pursuant to this Agreement.
9. **AUDIT.** Pursuant to Minn. Stat. § 16C.05, the Municipality shall allow the County or other persons or agencies authorized by the County, and the State of Minnesota, including the Legislative Auditor or the State Auditor, access to the records of the Municipality at reasonable hours, including all books, records, documents, and accounting procedures and practices of the Municipality relevant to the subject matter of the Agreement, for purposes of audit. In addition, the County shall have access to the project site(s), if any, at reasonable hours.
10. **GENERAL PROVISIONS.**
 - a. In performing the provisions of this Agreement, both parties agree to comply with all applicable federal, state or local laws, ordinances, rules, regulations or standards established by any agency or special governmental unit which are now or hereafter promulgated insofar as they relate to performance of the provisions of this Agreement.

In addition, the Municipality shall comply with all applicable requirements of the State of Minnesota for the use of SCORE funds provided to the Municipality by the County under this Agreement. The Municipality shall also comply with all relevant portions of the current Anoka County Solid Waste Management Master Plan, and shall participate in the preparation of the successor Master Plans.

- b. No person shall illegally, on the grounds of race, creed, color, religion, sex, marital status, public assistance status, sexual preference, handicap, age or national origin, be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to unlawful discrimination under any program, service or activity hereunder. The Municipality agrees to take affirmative action so that applicants and employees are treated equally with respect to the following: employment, upgrading, demotion, transfer, recruitment, layoff, termination, selection for training, rates of pay, and other forms of compensation.
 - c. If the Municipality utilizes the services of a subcontractor for purposes of meeting requirements herein, the Municipality shall be responsible for the performance of all such subcontracts and shall ensure that the subcontractors perform fully the terms of the subcontract. The agreement between the Municipality and a subcontractor shall obligate the subcontractor to comply fully with the terms of this Agreement.
 - d. It is understood and agreed that the entire agreement is contained herein and that this Agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.
 - e. Any amendments, alterations, variations, modifications, or waivers of this Agreement shall be valid only when they have been reduced to writing, duly signed by the parties.
 - f. Contracts let and purchases made under this Agreement shall be made by the Municipality in conformance with all laws, rules, and regulations applicable to the Municipality.
 - g. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to law, such decision shall not affect the remaining portion of this Agreement.
 - h. Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint venturers, or an association between the County and the Municipality, nor shall the Municipality, its employees, agents or representatives be considered employees, agents, or representatives of the County for any purpose.
11. **PUBLICATION.** The Municipality shall acknowledge the financial assistance of the County on all promotional materials, reports and publications relating to the activities funded under this Agreement, by including the following acknowledgement: "Funded by the Anoka County Board of Commissioners and State SCORE funds." The Municipality shall provide copies of all promotional materials funded by SCORE funds.

The County shall provide all printed public information pieces about County programs. A Municipality shall not modify County publications related to business recycling, household hazardous waste management or the County compost sites.

Information about the County's business recycling program, household hazardous waste management program or County compost sites that a Municipality plans to publish in a Municipal communication, printed or electronic, shall be provided to the County for review and approved by the County prior to publication to ensure accuracy and consistency.

12. **INDEMNIFICATION.** The County agrees to indemnify, defend, and hold the Municipality harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the County under this Agreement.

The Municipality agrees to indemnify, defend, and hold the County harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the Municipality under this Agreement.

The provisions of this subdivision shall survive the termination or expiration of the term of this Agreement.

13. **TERMINATION.** This Agreement may be terminated by mutual written agreement of the parties or by either party, with or without cause, by giving not less than seven (7) days' written notice, delivered by mail or in person to the other party, specifying the date of termination. If this Agreement is terminated, assets acquired in whole or in part with funds provided under this Agreement shall be the property of the Municipality so long as said assets are used by the Municipality for the purpose of a landfill abatement program approved by the County.

IN WITNESS WHEREOF, the parties hereunto set their hands as of the dates first written above:

CITY OF RAMSEY

COUNTY OF ANOKA

By: _____

By: _____

Name: _____

Rhonda Sivarajah, Chair
Anoka County Board of Commissioners

Title: _____

Date: _____

Date: _____

By: _____
Municipality's Clerk

By: _____
Jerry Soma
County Administrator

Date: _____

Date: _____

Approved as to form and legality:

Approved as to form and legality:

By: _____

By: _____

Date: _____

Kathryn M. Timm
Assistant County Attorney

Date: _____

Attachment B

2018 Grant Funding

Applications due January 31, 2018

The City or Town of Ramsey is requesting the following funding for their municipal program abatement efforts in 2018.

General Instructions

Eligible Expenses:

Staffing: Salary and benefits to cover a portion of full-time or part-time recycling program staff who are directly working on the planning, implementation and promotion of waste reduction, recycling and composting programs can be covered with base funding.

Collection Costs: If residents are charged recycling fees for curbside or recycling events, waste abatement funds will reimburse the difference between the fees collected and the cost of recycling or composting the materials.

Equipment: The cost to purchase, maintain and repair equipment that is used exclusively to operate the recycling or composting program.

Containers: The cost for recycling or organics containers.

Promotion: The percentage of cost for the portion of a municipal newsletter dedicated to waste reduction, recycling or composting information.

Ineligible Expenses:

The following costs should not be submitted for reimbursement from dedicated waste abatement funds (SCORE, LRDG and SWMC).

General Municipal Staff: Administrative, clerical, finance and legal staff that provide general support to municipal employees at the city or town.

General Operational Costs/Building Overhead: Since most of the municipal recycling coordinators are part-time positions and staff serve multiple roles at the city/township, it is assumed that the general cost of space, office equipment and basic office supplies would need to be provided with or without the recycling program, therefore, these costs are not eligible for reimbursement.

Project Costs: Specific to energy or ground water protection.

Collection Costs: General waste and recycling costs for the collection of materials from municipal buildings, trash costs when accepted at a recycling/cleanup day or costs associated with road side cleanup of illegally dumped materials.

Attachment B

2018 Base Funding Grant Application Form

Since the start of SCORE (Select Committee On Recycling and the Environment) funding, a similar formula has been distributed to municipalities, \$10,000 base and \$5/household.

This amount should pay for the basic program elements including the percentage of time the recycling coordinator spends on recycling duties, regular curbside collection costs, general operations of a drop-off center, costs for spring and fall recycling days, basic promotion costs and yard waste collection costs.

BASE FUNDING REQUESTED+A35:CA35:B77		Dollar Amount
Administration		
% of time for Recycling Coordinator		15,000.00
Other Staff that directly administer the recycling program		5,000.00
Office supplies needed for recycling program		
Training/Mileage/Dues		1,000.00
<i>Subtotal</i>		21,000.00
Curbside Collection		
Estimated curbside collection contract costs		318,000.00
Estimated curbside collection revenue		308,000.00
<i>Difference that requires funding</i>	<i>Subtotal</i>	10,000.00
Regular Drop-off Expenses		
Equipment - standard equipment maintenance		200.00
Facility costs e.g. electricity, rent, supplies, trash removed from recyclables		6,000.00
Service Providers/collection costs		5,000.00
Labor		
Other		
Estimated revenue		
<i>Difference that requires funding</i>	<i>Subtotal</i>	11,200.00
Promotion		
Printing		7,500.00
Postage		5,000.00
Advertising		
Incentive products		
Contracted performances e.g. Climb, Tricia and the Toonies		
<i>Subtotal</i>		12,500.00
Yard Waste		
Special Collections for leaves/grass and tree waste		5,000.00
Estimated Curbside Collection Contract Costs		
Estimated Curbside Collection Revenue		
<i>Difference that requires funding</i>	<i>Subtotal</i>	5,000.00
Problem Materials		
Tires		
Oil		
Estimated revenue from oil		
<i>Difference that requires funding</i>	<i>Subtotal</i>	-
Total Base Funding Requested		\$ 59,700.00

Assumed about \$2k per event (main vendor plus paper shredding)
Public Works Staff for 3 events

Assumes 3 issues of Ramsey Recycler
Assumes 3 issues of Ramsey Recycler and normal monthly mailings

Would like to organize a fall yard waste collection opportunity (e.g. dumpster for leaves/grass clippings/pumpkins)

Attachment B

2018 Municipal Program Enhancement Grant Application

There is \$686,847 available for enhancement activities. When the county started offering additional enhancement grants, the intent was to make these funds available to collect more materials to help the county meets its 75% recycling/composting goal by 2030. This attachment is an application form. All communities must apply for these funds and explain what projects they are proposing that meet the following categories.

Monthly/Quarterly Drop-off Events Grant

- \$10,000 is available for communities with up to 4,999 households
- \$15,000 is available for communities with 5,000 or more households

Additional Drop-off Collection Programs

From the list of targeted materials, it is expected that spring and fall drop-off recycling events will accept appliances, automotive products, bicycles, carpet, confidential paper, electronics, fluorescent lamps, household batteries, mattresses and scrap metal from residents. This funding is provided for additional events beyond the regularly scheduled spring and fall recycling days.

Program Costs for Collecting the Following Targeted Materials

Examples of materials that can be collected for reuse/recycling/composting:

Standard Recyclable Materials Collected at Drop-off Events		Additional Items
Appliances	Fluorescent Bulbs	Block n Shape Polystrene
Automotive Products	Household Batteries	Furniture*
Bicycles	Mattresses*	Small Household Goods
Carpet*	Scrap Metal	Source Separated Organics
Confidential Paper		Vinyl Siding
Electronics		Yard Waste

None of these materials should be advertised and then collected as trash, specifically those items marked with the * .

Items that should be evaluated for reuse prior to recycling:

Bicycles	Clothing	Furniture	Mattresses
----------	----------	-----------	------------

Special Monthly/Quarterly Drop-off Events		
Equipment	100.00	Portable restroom
Service Providers/Collection Costs	2,000.00	Assumed about \$2k per event (main vendor plus paper shredding)
Promotional Coupon Costs		
Labor - Staff/organizations	2,000.00	Public Works Staff for Summer Event
Other	5,000.00	Would like to organize a fall yard waste collection opportunity (e.g. dumpster for leaves/grass clippings/pumpkins)
Full Service Drop-off Center		
Equipment		
Service Providers/Collection Costs		
Additional staffing requirements		
Total Drop-off Program Request	\$ 9,100.00	

Please describe the additional drop-off activities and how they will increase the amount of material collected for recycling.

Attachment B

General Enhancement Grant – \$1/household – all municipalities are all eligible for this regardless of size

Eligible categories are listed below. Staffing for multi-family outreach, park recycling or dedicated recycling program interns, event recycling expenses, new recycling containers and promotional materials for additional recycling opportunities are some examples of eligible expenses.

Park Recycling		
-- Recycling Containers	Price/container	
-- Recycling Bags		2000
Service Providers/Collection Costs		
Labor - Staff costs needed for collection		
<i>Park Recycling Subtotal</i>		\$ 2,000.00
Event Recycling - Please list any organics costs in organics section.		
-- Recycling Containers	Price/container	
-- Recycling Bags		
Service Providers/Collection Costs		
Labor - Staff costs needed for collection		
<i>Event Recycling Subtotal</i>		\$ -
Special Curbside Recycling Pickups		
Collection Costs		
Subsidy to resident -- # of items collected x _____		
<i>Special Curbside Subtotal</i>		\$ -
Multi-Unit Recycling Outreach		
Equipment/Promotion		1000
Staff costs		
<i>Multi-unit Enhancement Subtotal</i>		\$ 1,000.00
Additional Promotion Costs		
Promotion/Printing/Postage/Advertising		
<i>Promotion Subtotal</i>		\$ -
Total General Enhancement Request		\$ 3,000.00

Possible targeted mailings to promote recycling

Please describe the additional general enhancement activities and how they will increase the amount of material collected for reuse or recycling.

Organics Grant

- \$0.50/household for municipalities that do not have a permanent organics program
- \$1/household for municipalities that have a permanent organics drop-off(s) or a curbside program

Organics Program Costs		
Equipment		
-- Organics Containers/Starter Kits	Price/container	
-- Compostable Bags		
-- Compostable Serving Ware - cups/bowls/utensils		
-- Container rental or collection costs		1800
Promotional costs		
Labor - Staff/organizations # of hours		
Total Organics Program Request		\$ 1,800.00

Assumed \$150 per month for collection costs

Please describe the additional organics activities planned and how they will increase the amount of material collected for composting.

Attachment B

Additional Grant Program Request

\$30,000 is available based on need. If more applications are received than funds available, applications will be reviewed and those projects with the greatest potential to increase materials collected for recycling will receive the funding. Eligible costs for this category are expenses that cannot be funded by all the other categories. Preference will be given to those communities that are currently spending all enhancement funding on innovative, new program ideas and need additional funds to continue to expand program opportunities throughout 2018 to meet their recycling goal.

Project Description:

Provide a brief, one page or less, project description. The project description should address:

- project scope and design;
- expected outcomes - increased materials collected, increased tons from this project;
- if the project will benefit multiple municipalities or the county;
- key individuals participating in project activities, including any project collaborators;
- overall project timeline; and
- why project is compelling and worthy of funding

Project Budget:

Tasks/Items	Costs
Total Additional Grant Program Request	\$ -

Total Funding Requested

Total Base Funding*	\$ 59,700.00
Total Enhancement Funding	
• Monthly/Quarterly Drop-off Funding*	\$ 9,100.00
• General Enhancement Funding*	\$ 3,000.00
• Organics Program Funding	\$ 1,800.00
• Additional Grant Program	\$ -
Total Funding Requested	\$ 73,600.00

* These amounts are eligible for up to 10% change order if unexpected costs exceed budgeted amounts.

The City/Township of Ramsey requests \$73,600 for 2018 municipal funding.

Date March 30, 2018

Name Chris Anderson

Title City Planner

Grant Funding Decision

2018 Grant Year

The City of Ramsey is eligible for a total of \$ 87,811 for their Municipal program abatement efforts in 2018. The City submitted a timely application for funds (Attachment B) in the amount of \$73,600.

To the extent that the City requested funds in excess of the total eligible amount and/or the eligible amount in any category it is denied.

The approved total funding for the 2018 Residential Recycling Program based on the budgeted expenditures set out in Attachment B and the eligible amount is \$ 68,765.

	<u>ELIGIBLE</u>	<u>REQUESTED</u>	<u>Award/(Deny)</u>
Base Amount: (no application needed)	\$ 54,865	\$ 59,700	\$ 54,865 (4,835)
Monthly /Quarterly Drop off Events	15,000	9,100	9,100
General Enhancement grant	8,973	3,000	3,000
Organics Grant	8,973	1,800	1,800
Total	<u>\$ 87,811</u>	<u>\$ 73,600</u>	<u>\$ 68,765</u>

Reviewed by:


Kathryn Timm

Assistant County Attorney

Dated:

March 31, 2018

Attachment A

2018 Funding for Municipal Waste Abatement Programs

Municipality	2018 Base Funding and Goals							2018 Additional Enhancement Funds Available*						
	Base Funding: \$10,000 + \$5 Per HH (Household)						Goals: 160 PP MF + 210 PP SF	Monthly /Quarterly Drop-off Events		General Enhancement Grant \$1/HH	Organics Grant \$0.50/HH	Organics Grant \$1/HH	Additional Grant Program	Total Funds Available for Base + Drop-off, General Enhancement and Organics Enhancement Funds
	Contract Number	Total Pop	HH	\$10,000 Base	\$5.00/HH	Total		Up to 4,999 households	5,000 + households	All municipalities are eligible equally	Municipalities that do not have curbside or drop-off programs	Municipalities that have curbside or drop-off programs	If awarded, amount will be added to total funds available	
							\$10,000	\$15,000				up to \$30,000		
Andover	C0006176	32,335	10,391	\$ 10,000.00	\$ 51,955.00	\$ 61,955.00	3,371		\$ 15,000	\$ 10,391	\$ 5,195.50		\$ 92,541.50	
Anoka	C0006177	17,995	7,436	\$ 10,000.00	\$ 37,180.00	\$ 47,180.00	1,726		\$ 15,000	\$ 7,436	\$ 3,718.00		\$ 73,334.00	
Bethel	C0006178	461	174	\$ 10,000.00	\$ 870.00	\$ 10,870.00	48	\$ 10,000		\$ 174	\$ 87.00		\$ 21,131.00	
Blaine	C0006179	64,188	23,586	\$ 10,000.00	\$ 117,930.00	\$ 127,930.00	6,488		\$ 15,000	\$ 23,586	\$ 11,793.00		\$ 178,309.00	
Centerville	C0006180	3,958	1,351	\$ 10,000.00	\$ 6,755.00	\$ 16,755.00	409	\$ 10,000		\$ 1,351	\$ 675.50		\$ 28,781.50	
Circle Pines	C0006181	4,909	2,021	\$ 10,000.00	\$ 10,105.00	\$ 20,105.00	502	\$ 10,000		\$ 2,021	\$ 1,010.50		\$ 33,136.50	
Columbia Heights	C0006182	20,158	8,155	\$ 10,000.00	\$ 40,775.00	\$ 50,775.00	2,030		\$ 15,000	\$ 8,155		\$ 8,155	\$ 82,085.00	
Columbus	C0006183	3,870	1,425	\$ 10,000.00	\$ 7,125.00	\$ 17,125.00	406	\$ 10,000		\$ 1,425		\$ 1,425	\$ 29,975.00	
Coon Rapids	C0006184	62,726	24,235	\$ 10,000.00	\$ 121,175.00	\$ 131,175.00	6,330		\$ 15,000	\$ 24,235		\$ 24,235	\$ 194,645.00	
East Bethel	C0006185	11,788	4,155	\$ 10,000.00	\$ 20,775.00	\$ 30,775.00	1,219	\$ 10,000		\$ 4,155	\$ 2,077.50		\$ 47,007.50	
Fridley	C0006186	28,631	11,578	\$ 10,000.00	\$ 57,890.00	\$ 67,890.00	2,770		\$ 15,000	\$ 11,578	\$ 5,789.00		\$ 100,257.00	
Ham Lake	C0006187	15,891	5,406	\$ 10,000.00	\$ 27,030.00	\$ 37,030.00	1,642		\$ 15,000	\$ 5,406		\$ 5,406	\$ 62,842.00	
Hilltop	C0006188	784	394	\$ 10,000.00	\$ 1,970.00	\$ 11,970.00	68	\$ 10,000		\$ 394	\$ 197.00		\$ 22,561.00	
Lexington	C0006189	2,018	782	\$ 10,000.00	\$ 3,910.00	\$ 13,910.00	200	\$ 10,000		\$ 782	\$ 391.00		\$ 25,083.00	
Lino Lakes	C0006190	20,803	6,529	\$ 10,000.00	\$ 32,645.00	\$ 42,645.00	2,158		\$ 15,000	\$ 6,529		\$ 6,529	\$ 70,703.00	
Linwood Township	C0006191	5,359	1,959	\$ 10,000.00	\$ 9,795.00	\$ 19,795.00	558	\$ 10,000		\$ 1,959		\$ 1,959	\$ 33,713.00	
Nowthen	C0006192	4,548	1,494	\$ 10,000.00	\$ 7,470.00	\$ 17,470.00	477	\$ 10,000		\$ 1,494	\$ 747.00		\$ 29,711.00	
Oak Grove	C0006193	8,360	2,861	\$ 10,000.00	\$ 14,305.00	\$ 24,305.00	874	\$ 10,000		\$ 2,861	\$ 1,430.50		\$ 38,596.50	
Ramsey	C0006194	26,251	8,973	\$ 10,000.00	\$ 44,865.00	\$ 54,865.00	2,696		\$ 15,000	\$ 8,973		\$ 8,973	\$ 87,811.00	
Spring Lake Park	C0006195	6,219	2,607	\$ 10,000.00	\$ 13,035.00	\$ 23,035.00	622	\$ 10,000		\$ 2,607		\$ 2,607	\$ 38,249.00	
St. Francis	C0006196	7,400	2,623	\$ 10,000.00	\$ 13,115.00	\$ 23,115.00	751	\$ 10,000		\$ 2,623	\$ 1,311.50		\$ 37,049.50	
		348,652	128,135	\$ 210,000.00	\$ 640,675.00	\$ 850,675.00	35,347	\$ 120,000	\$ 135,000	\$ 128,135	\$ 34,423.00	\$ 59,289	\$ 210,000	\$ 1,537,522.00

2018 Total Allocation includes state SCORE and LRDG funds and additional budgeted program funding.
 Population and Household Counts are based on 2016 Met Council Estimates
 Goals are based on 210 pounds/person/year single family home up to 4 units and 160 pounds/person/year multi-units 5 units or more

*For all enhancement funds, municipalities must complete Attachment B and qualify.