



Olympic Environmental Resources

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Memorandum of Understanding

To: The City of Algona

From: Olympic Environmental Resources

Date: November 1, 2023

RE: City of Algona/Olympic Environmental Resources Agreement for Implementing 2024 Recycling Projects

This Memorandum of Understanding is intended to detail Olympic Environmental Resource's (OER) services and responsibilities in implementing City of Algona Recycling Projects. In 2024, OER will implement one Recycling Collection Event for the City of Algona. The City may request that OER carry out additional activities.

The proposed projects include:

One Recycling Event

The event is tentatively scheduled to take place at Algona City Hall. At the event the following materials will be collected and recycled: used tires, bulky yard waste (large material only), scrap wood, appliances (including refrigerators, freezers, household air conditioners, and other appliances), electronic equipment, cellular phones, computer equipment, ferrous metals, nonferrous metals, textiles/reusable or recyclable household goods (if a service provider is available), porcelain toilets and sinks, mattresses, propane tanks, and other materials whenever practical. User fees will apply to the collection of some materials. Collection of materials may change depending on grant funding and service providers available.

OER wishes to involve the Algona staff at the level most comfortable for the City. OER will meet with the City of Algona staff at any time during the project for updates on activities or will pursue activities independently if desired by the City.


The project budget will incorporate the City of Algona grant funds available from the Seattle-King County Health Department and the King County Solid Waste Division. Total grant funds are estimated at \$15,933.55 and include all items that will be billed to the grants directly by the City, such as City staff time. The specific project activities to be carried out by OER are detailed in the grant scopes of work. OER will cover project expenses as they arise, such as the costs of printing and vendor services.

OER will then request reimbursement of staff time and expenses on a monthly basis with thirty-day payment terms. OER will assist the City in requesting reimbursement for these costs from the King County Solid Waste Division and Seattle-King County Health Department.

OER's goal is to conduct events with very limited City staff time and no City cost. However, there are a number of "official acts" necessary for the City to bring the programs on line:

- Sign necessary grant agreements.
- Keep OER informed of any changes made to grant agreements.
- Reimburse OER for staff time and expenses from grant funding.

Recycling related programs continue on an annual basis. OER will continue to provide service to the City of Algona until the City decides to no longer participate. We ask that you provide thirty-days (30) notice to discontinue services. This agreement solidifies our relationship. Please sign both copies of this agreement and return one to OER. We look forward to working with the City of Algona in 2024.



City of Algona

Olympic Environmental Resources

2024 Algona Recycling Program Grants

The City of Algona is eligible and has applied for the following grants. It is expected that no non-grant City funds will be expended on recycling projects in 2024. In 2024, the Washington State Department of Ecology Grant will be administered by the City of Pacific. The City has applied/will apply for the following:

1) 2024 King County Health Department Local Hazardous Waste Management Plan Grant. Grant total \$5,933.55.

2) 2024 King County Waste Reduction and Recycling Grant Program. Grant total \$10,000.00.

TOTAL: \$15,933.55.