



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 7/23/2024

**REQUESTER:** Michele Loudenback, Environmental and Sustainability Manager

**PRESENTER:** Michele Loudenback, Environmental and Sustainability Manager

**ITEM TITLE:** CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT IN THE AMOUNT OF \$4,000 FROM THE OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY TO BE USED TO PURCHASE EQUIPMENT FOR THE HOUSEHOLD HAZARDOUS WASTE FACILITY AND APPROVAL OF CONTRACT K-2425-10 AS OUTLINED IN THE STAFF REPORT.

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### **BACKGROUND:**

The household hazardous waste facility provides a safe, year-round disposal option for our residents in an environmentally friendly way. Previously, one-day events were held annually to collect these materials which caused traffic and safety issues. The permanent facility opened in February 2022, and residents can make an appointment to bring their materials or to visit the swap shop to pick up some still-usable items. Currently, one full-time employee operates the facility with the assistance of temporary workers.

### **DISCUSSION:**

The Oklahoma Department of Environmental Quality (DEQ) issued the grant opportunity for reimbursement funding of 80% of equipment cost, and staff submitted an application for the purchase of a Vestil Drum-55-SCL-E hand truck to be purchased during Fiscal Year 2025. This drum hand truck or dolly will allow for safe transporting and maximum maneuverability of the various drums used in the facility to handle and process the waste received there.

On June 3, 2024, DEQ notified staff that the full grant request of up to \$4,000 would be awarded and provided their contract for execution. Costs for the equipment will be initially paid for by the City of Norman Environmental Resilience and Sustainability Division from Household Hazardous Waste Facility Capital Project, Materials (Account 33999975-46301; Project SA0012). DEQ will reimburse 80% of the cost spent on the equipment up to \$4,000 and will be receipted into the Sanitation Fund, Other Revenue - State Grant Reimbursement (Account 339-331380). The equipment will cost no more than \$6,000 total which would make the City's portion no more than \$2,000.

**RECOMMENDATION:**

Staff recommends approval of Contract K-2425-10, a grant contract by and between the City of Norman, Oklahoma, and the Oklahoma Department of Environmental Quality (DEQ) accepting the equipment funding in the amount of \$4,000 for one drum hand truck to be purchased in Fiscal Year 2025.