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Submission #3

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Submission information

Form: **2022 Public Project Nomination Form–Community Enhancement Program**

Submitted by Visitor (not verified)

Fri, 01/28/2022 - 2:10pm

143.244.98.165

Applicant Information

Sponsor:

City of Wilsonville

Tax ID#

Contact Person:

Mark Ottenad

Daytime Phone:

503-570-1505

Email Address:

ottenad@ci.wilsonville.or.us

Address:

29799 SW Town Center Loop E

City:

Wilsonville

State:

OR

Zip code:

97070

Type of Organization:

A local government, local-government advisory committee, department or special district provided that the agency includes documented support from the local-government executive officer.

Project Information**Project Title:**

Hazardous Waste Collection Day Event

Amount Requested:

\$ 23,000

Mark all of the goals below which your project meets and explain how in the boxes below:

- Improve the appearance or environmental quality of the community
- Reduce the amount or toxicity of waste
- Result in improvement in safety

How project meets 'Improve the appearance or environmental quality of the community' (be clear & specific)

The event will improve the environmental quality of by providing an opportunity for residents to properly dispose of paints, solvents, antifreeze, brake fluid, pesticides, herbicides, fluorescent light bulbs and mercury-containing batteries rather than placing them in their normal trash collection.

How project meets 'Reduce the amount or toxicity of waste' (be clear & specific)

The event will reduce hazardous waste by providing an opportunity for residents to properly dispose of paints, solvents, antifreeze, brake fluid, pesticides, herbicides, fluorescent light bulbs and mercury-containing batteries rather than placing them in their normal trash collection.

How project meets 'Result in improvement in safety' (be clear & specific)

Provides an opportunity for residents to dispose of hazardous waste which could otherwise negatively impacting the environment.

Brief Project Description and Explanation of how the CEP funds will be used, include project start and end dates:

Project would be a one-day, 6-hour-long hazardous waste collection event marketed to City of Wilsonville residents. Traditionally, Metro regional government sponsored and operated in each Metro-area city a hazardous waste collection event; however, due to Covid and other operational issues, Metro has not held hazardous waste collection events for the past two years, in 2020 and 2021. Currently, Metro is unclear if 2022 hazardous waste collection events are to be held.

City has received requests from residents for hazardous waste collection service, that otherwise requires residents to drive over 30 miles round-trip to Metro South Transfer station in Oregon City that has recently been closed to the public due to staffing issues and delays in transporting accumulated solid waste.

Hazardous waste products for collection include: paints, solvents, antifreeze, brake fluid, pesticides, herbicides,

fluorescent light bulbs and mercury-containing batteries. However, medical waste products, contaminated gloves, sharps and so forth are Not accepted.

As sponsor of the 2022 hazardous waste collection event, City would:

- Contract with DEQ-licensed hazardous waste collection and disposal firm Clean Harbors, Inc., for turn-key operation of event, including providing City with liability insurance. Estimated costs of \$18,000.
- Provide two Public Works Dept. staff members for 8 hours on a Saturday to assist only with traffic control, including placing as needed traffic cones. Budget amount of \$1000.
- Supply marketing for the event, including mailing a postcard to every Wilsonville resident and notification to select email distribution lists. Marketing material will note that proof of City of Wilsonville residency is required. Budget amount of \$4,000.

Where would the project be located and who owns the property if applicable?

Hold event likely in City Hall parking lot, site of prior collection events; or possibly the Wilsonville Transit Center if desired and feasible.

For a project located on private or other public land (property not owned by the City of Wilsonville), written documentation from the landowner that gives the project sponsor and City permission for the project to occur on the land is required. Indicate here if the project is located on private or other public land (property not owned by the City of Wilsonville) and indicate if written permission from the landowner is to be submitted.

N/A

What impact might the project have on nearby homes and businesses?

Possibly some traffic congestion near City Hall parking lot.

What kind of on-going maintenance needs and costs might be required by the project?

None.

Who will benefit if this project is funded? Estimate how many Wilsonville residents will benefit if this project is funded.

Wilsonville residents who have hazardous waste products at home that should be disposed of safely.

How does the project serve diverse or traditionally underserved populations?

Residents are currently required to drive a 30-plus-mile round-trip to the Metro South Transfer Station in Oregon City for safe disposal of hazardous waste. By having a local collection event, residents will have a mile or two at most to drive.

Does this project serve a specific cultural or ethnic group in Wilsonville? If so, please specify.

No, the event is open to all regardless of culture or ethnicity.

Project Budget

Upload project budget sheet available at www.ci.wilsonville.or.us/cep

Upload Budget:

[project_budget_-_hazardous_waste_collection_event.docx](#)

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Vendor quotes for collection and printing/mailing and Public Works Director staffing cost estimate.

Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

No.

Will the project be completed with the proposed funding or will future funding be necessary?

No future funding.

Funds are available for projects after July 1, 2022. Is this project compatible with that timing? How and when might this project be implemented?

At a time convenient for Clean Harbors vendor and Public Works Dept. that is optimal for a collection event.

Project Management

Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task:

May-June 2022: City staff develop and sign contract with Clean Harbors for event collection and disposal with specific target date for event.

July-Sept 2022: City staff work with Clean Harbors on notification marketing plan, including design and printing locally of postcards for mailing to City residents approximately 2 or 3 weeks in advance of event. Hold event during First Quarter of FY22-23.

Describe prior experience managing similar projects. Include prior Community Enhancement Projects:

Project Manager has coordinated successfully prior CEP projects, including 2020-22 Residential Food-Scraps Collection Compost Buckets Project and 2016-17 Commercial Fluorescent Lamp Recycling Project and 2016-17 Multifamily Recycling Project.

Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

Yes – coordination with vendor Clean Harbors and City Public Works Dept.

If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application:

No.

Project Certifications:

- This project will not promote or inhibit religion in any way.
- This project will not discriminate based on race, ethnicity, age, gender or sexual orientation in any way.

Signature:

Mark Ottenad

Date Signed: Fri 1/28/22

Electronic signature agreement. By selecting the "I Accept" button, you are signing this agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement. By selecting "I Accept" you consent to be legally bound by this Agreement's terms and conditions. You further agree that your use of a key pad, mouse or other device to select an item, button, icon or similar act/action, or in accessing or making any transaction regarding any agreement, acknowledgement, consent terms, disclosures or conditions constitutes your signature (hereafter referred to as "E-Signature"), acceptance and agreement as if actually signed by you in writing. You also agree that no certification authority or other third party verification is necessary to validate your E-Signature and that the lack of such certification or third party verification will not in any way affect the enforceability of your E-Signature. You also represent that you are authorized to enter into this Agreement for all persons who own or are authorized to access any of your accounts and that such persons will be bound by the terms of this Agreement.

I accept: Yes

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City Projects

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Hazardous Waste Collection Event Project Budget	
Personal Services - Clean Harbors vendor collection/disposal costs	\$57,000
Personal Services – PW Dept staff time costs for traffic control	\$1,000
Supplies	-
Capital	-
Materials – Admin Dept marketing costs – postcards printing/mailing	\$4,000
Other (please explain)	-
Total	\$62,000

Total Estimated Cost **\$62,000**

% of Total Budget provided by Sponsor City of Wilsonville 100%

Wilsonville-Metro Community Enhancement Program

Project Assessment by City Staff

Project Title Hazardous Waste Program

Reviewed By Delora Kerber, Kelsey Lewis, Zoe Mombert, Dan Pauly, Kerry Rappold, Shasta Sasser, Dustin Schull, Brian Stevenson, Zach Weigel Date 2/15/22

Assessment Summary

Based on the Assessments of Project Compared to the Program Eligibility Criteria and Program Goals, the project appears to be:

☒ **Eligible:** Meets both eligibility criteria and program goals; ☐ **Ineligible:** Does not meet both criteria and goals.

Based on the assessment of additional issues for consideration, the project appears to be:

☒ **Appropriate:** The project appears to be of community value and is supported by staff as appropriate.

☐ **Inappropriate:** The project appears not to be of community value and is not supported by staff as appropriate.

1. Assessment of Project to Program Eligibility Criteria (Metro Code 5.06.070)

Bold * items are required eligibility criteria for all projects; if asterisked criteria not met, project is ineligible.

- (a) ☐* The project location is in the city limits of the City of Wilsonville
- (b) If program funds are to be used by other than City, then the project sponsor/contractor is either (*check only one*):
- ☐ A non-profit organization, a neighborhood association or charitable organization with IRS 501 (c)(3) tax-exempt status; or
 - ☐ A school or institution of higher learning; or
 - ☒ A local government, local-government advisory committee, department or special district provided that they include documented support from the local government executive officer.
- (c) ☒* The project funds do not replace any other readily available source of federal, state, local or regional funds.
- (d) ☒* The project must not promote or inhibit religion.
- (e) ☒* The project must not discriminate based on race, ethnicity, age, gender or sexual orientation.
- (f) ☐ For a project located on private land, project establishes a clear public benefit and documents landowner permission.

2. Assessment of Project to Program Goals (Metro Code 5.06.080)

An eligible project must meet at least one of the goals listed below.

- (a) ☐ Improve the appearance or environmental quality of the community.
- (b) ☒ Reduce the amount or toxicity of waste.
- (c) ☐ Increase reuse and recycling opportunities.
- (d) ☐ Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having IRS 501(c)(3) tax-exempt status.
- (e) ☐ Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve public awareness and opportunities to enjoy them.
- (f) ☐ Result in improvement to, or an increase in, recreational areas and programs.
- (g) ☐ Result in improvement in safety.

- (h) ☐ Benefit youth, seniors, low income persons or underserved populations

3. Assessment of Additional Issues for Consideration

Additional criteria to evaluate a project.

Issue 1 Does the project demonstrate a clear community benefit?

Response *Yes, provides a service to residents, which is not currently available.*

Issue 2 Is the cost estimate realistic? Is the project scalable? Is there a match or contribution from the applicant?

Response *\$20,000 – may be low, still gathering information*

Issue 3 What kind of on-going maintenance needs might be required by project?

Response *None, one-time event.*

Issue 4 What impact might the project have on nearby homes and businesses?

Response *Opportunity to dispose of hazardous materials.*

Issue 5 Does the project appear to have community support?

Response

Issue 6 Is the project consistent with existing planning documents (master plans, strategic plans, etc)?

Response N/A

Questions for the applicant:

Staff participation? Traffic control

Is this service available through Metro transfer station? Yes – in Oregon City.

Are we setting a precedent? Would residents expect this? How would it be funded over time?

Why overtime?

Likely items to be accepted?

Do other cities do this?

Can we have Metro look at this and provide a second opinion or narrow the request?

Suggestion:

Hazardous Waste Collection Event Project Budget	
Personal Services - Clean Harbors vendor collection/disposal costs	\$57,000
Personal Services – PW Dept staff time costs for traffic control	\$1,000
Supplies	-
Capital	-
Materials – Admin Dept marketing costs – postcards printing/mailing	\$4,000
Other (please explain)	-

Total	\$62,000
Total Estimated Cost	\$62,000
% of Total Budget provided by Sponsor City of Wilsonville	100%