

**East Texas Council of Governments
FY 2011 REGIONAL SOLID WASTE GRANTS PROGRAM**

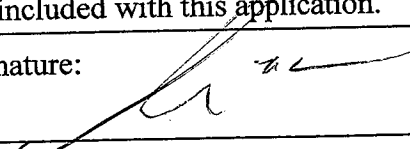
FORM 1. APPLICATION INFORMATION AND SIGNATURE PAGE

Applicant: City of Henderson	Funding Amount Proposed: \$ 6,125.00
Address: 400 W. Main St. Henderson, Texas 75652	Phone/Fax/Email: Ph: 903- 657-6551 Fx: 903-657- 7327 Email : mbarrow@hendersontx.us
Contact Person: Mike Barrow	Date Submitted: October 31, 2011

Project Category

<input checked="" type="checkbox"/> Local Enforcement <input type="checkbox"/> Litter and Illegal Dumping Cleanup and Community Collection Events <input type="checkbox"/> Source Reduction and Recycling <input type="checkbox"/> Local Solid Waste Management Plans <input type="checkbox"/> Citizens' Collection Stations and "Small" Registered Transfer Stations <input type="checkbox"/> Household Hazardous Waste (HHW) Management <input type="checkbox"/> Technical Studies <input type="checkbox"/> Educational and Training Projects <input type="checkbox"/> Other
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Signature

By the following signature, the Applicant certifies that it has reviewed the certifications, assurances, and deliverables included in this application, that all certifications are true and correct, that assurances have been reviewed and understood, and that all required deliverables are included with this application.	
Signature: 	Title: City Manager
Typed/Printed Name: Mike Barrow	Date Signed: October 31, 2011

FOR USE BY ETCOG

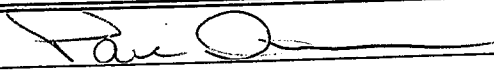
Date application was received: <u>10/31/2011</u>
Does the application meet all of the required screening criteria: <u>X</u> Yes _____ No
Is the application administratively complete: <u>X</u> Yes _____ No

Project Application

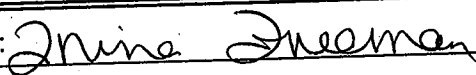
FORM 2. Authorized Representatives

The Applicant hereby designates the individual(s) named below as the person or persons authorized to receive direction from the COG, to manage the work being performed, and to act on behalf of the Applicant for the purposes shown:

- 1. Authorized Project Representative.** The following person is authorized to receive direction, manage work performed, sign required reports, and otherwise act on behalf of the Applicant.

Signature: 
Typed/Printed Name: Paul Duncan
Title: Community Development Director
Date: October 31, 2011

- 2. Authorized Financial Representative.** In addition to the authorized project representative, the following person is authorized to act on behalf of the Applicant in all financial and fiscal matters, including signing financial reports and requests for reimbursement.

Signature: 
Typed/Printed Name: Trina Freeman
Title: Finance Director
Date: October 31, 2011

RESOLUTION

A RESOLUTION OF THE CITY OF HENDERSON AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE EAST TEXAS COUNCIL OF GOVERNMENTS FOR A REGIONAL SOLID WASTE GRANTS PROGRAM GRANT; AUTHORIZING MIKE BARROW, CITY MANAGER, TO ACT ON BEHALF OF THE CITY OF HENDERSON IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED THE CITY OF HENDERSON WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE EAST TEXAS COUNCIL OF GOVERNMENTS, THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND THE STATE OF TEXAS.

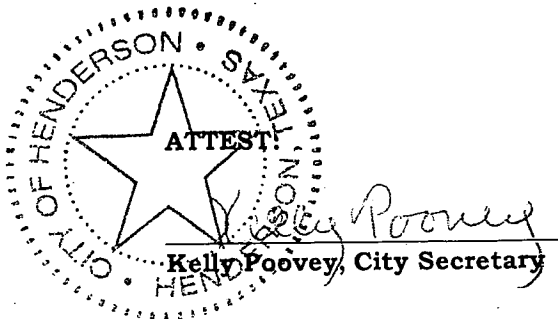
WHEREAS, the East Texas Council of Governments is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for implementation to the COG's adopted regional solid waste management plan; and

WHEREAS, the City of Henderson in the State of Texas is qualified to apply for grant funds under the Request for Applications.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HENDERSON, TEXAS:

1. That Mike Barrow, City Manager, is authorized to the request grant funding under the East Texas Council of Governments Request for Applications of the regional Solid Waste Grants Program and act on behalf of the City of Henderson in all matters related to the grant application and any subsequent grant contract and grant project that may result.
2. That if the project is funded, the City of Henderson will comply with the grant requirements of the East Texas Council of Governments, Texas commission on Environmental Quality and the State of Texas.
3. The grant funds and any grant-funded equipment or facilities will be used only for the purposes for which they are intended under the grant.
4. The activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are preformed.

PASSED, APPROVED AND ADOPTED this the **25th** day of **October, 2011**.



John W. Fullen, Mayor

FORM 6: Project Summary

Please provide a complete project summary. Reference the goals, objectives, and/or recommendations from the regional solid waste management plan that apply to the project, and how the project will assist in implementing the plan. Refer to the application instructions when completing these forms. If necessary, attach additional pages for each form.

Form 6a. Project Description *(add additional pages as necessary)*

The City of Henderson Community Development Department has an active enforcement program against illegal dumping within the City. Currently, the department employs a staff of five full time code enforcement officers. Within the city, there are areas utilized by illegal dumpers which are regularly patrolled by my staff. These sites are situated within residential neighborhoods but are often less traveled, due to less populated surroundings. Although the City's solid waste provider service offers bulk pick-up to its residents and my staff encourages and educates this service to the community, these illegal dump sites are still a popular area to dispose of refuse.

Enforcement actions utilized by my department have developed in a positive way by the City Council recognizing a need for my staff to have the authority to issue citations for certain violations they encounter. This method enabled the staff to quickly and effectively deal with a violator in a timely manner, thus removing the added desk time needed to prepare a case for court. This method became popular by prosecuting illegal dumpers when evidence was found within a dump site which tied the refuse to an owner. In cases where no evidence could be collected at a dump site, the City was left with the task of abating the refuse, thus costing the taxpayers this expense. Last year, our department paid contractors over twelve hundred dollars to abate these sites, an expense which could have been used for other purposes. Ideas were shared regarding monitoring the dump sites, which included regular patrol by the police department and informing the neighboring residents to report illegal dumping.

Another option we attempted was purchasing game cameras. This method of surveillance seemed successful in the beginning, however most of the photographs were not consistent and detailed enough to use as evidence or identify a suspect. Furthermore, the cameras had to be placed within a very close proximity of the site which allowed the dumpers to locate the cameras and steal them. Last year, our department lost two cameras to theft.

Isis Surveillance Systems from Tyler, Texas was contacted and Wes Rossman offered a solution to our monitoring system with one of their products. Mr. Rossman sent me a manual containing their digital conduit camera system (Model 09DCC-CW) containing two cameras. This system, unlike another product they offer, would be more beneficial to our department because of the ability to monitor a dump site from a distance without detection. The cameras are also camouflage in color to allow easier concealment. This product sells for \$6,125.00 not including two marine batteries needed to operate the cameras.

Our department, if this grant is awarded, would utilize this equipment to further our prosecutions against illegal dumping within our City. This equipment should allow years of use and deter future dumping by repeat violators. The City of Henderson pledges to purchase the required marine batteries and charger for the unit and utilize the surveillance system on a regular

basis. Our goal is to prevent illegal dumping within our city by prosecuting violators and saving taxpayers' dollars. Our department serves approximately thirteen thousand residents and strives to ensure they can enjoy the benefit of a clean community.

Form 6b. Project Cost Evaluation (*add additional pages as necessary*)

Provide an evaluation of the costs associated with the proposed project. Explain how the total related costs of the proposed project were adequately considered; compare project costs to established averages or to normal costs for similar projects. Present the costs in unit terms, such as cost per ton, cost per customer, or cost per capita, as applicable. Describe any measurable costs savings, or reasonably justified costs of the project.

The cost for this surveillance system is \$6,125.00. Another system offered by Isis Surveillance Systems is a pole mounted surveillance camera at a cost of \$11,000. This system, although much more expensive, would not benefit our department due to the type of camera and the proposed location it is required to be installed. The 09DCC-CW is a portable system which can be utilized in various locations. On an average, the camera will save taxpayers \$2,000 per year if no illegal dump sites are abated by contractors.

Form 6c. Level of Commitment of the Applicant *(add additional pages as necessary)*

Provide information related to the Applicant's level of commitment to preferred solid waste management practices. If the proposed project is an ongoing service, demonstrate the ability to sustain the program beyond the term of the grant. Explain the extent to which the appropriate governing bodies support the proposed project.

The Community Development Department is committed to making the City of Henderson a cleaner place for its citizens to live. Our department has a pro-active code enforcement department committed to enforcing local ordinances and educating the public. We have implemented quarterly free dumping weekends into our program to assist the community with disposing of their debris. We also have started a recycle program which allows the community to dispose of their recyclables on a daily basis. These programs offered by our city are supported by the Henderson City Council and Keep Henderson Beautiful. Our efforts to deter illegal dumping by monitoring dump sites are a necessity to the community and the immediate neighborhoods they affect. By doing so, we encourage proper disposal of wastes and prevent repeat offenders of blighting the community.

List any previously demonstrated commitment to preferred solid waste management practice, such as implementing other solid waste management projects, involvement in a local or subregional solid waste management plan or study, or membership in the TCEQ's Clean Texas Program.

The City of Henderson has implemented a recycle program which allows the community to dispose of recyclables on a daily basis. These programs, along with Henderson's quarterly free clean-up weekends, are in partnership with Keep Henderson Beautiful.

If the proposed project has received previous grant funding under this program, explain to what extent the proposal involves expansion of current services or operations; present quantifiable documentation of the success of the project in order to warrant further funding. Demonstrate a good record of past grant contractual performance.

The City of Henderson has received a previous Solid Waste Grant to fund a litter abatement officer under the Local Enforcement project category. This position has been a great asset to the community for years by jump starting a program within our community which has evolved by adding more personnel to assist. We have also been fortunate to receive a recycle station through the Source Reduction and Recycling project category. This facility, which was built last year, has provided the citizens of Henderson a permanent location to dispose of recyclable materials on a daily basis. These two ETCOG funded projects are a very important part of the City and the citizens they serve.

Form 6d. Scope of Work (See application instructions. Add additional pages as necessary)

Provide a work program with a schedule of deliverables for the proposed project or program. The work program with the schedule of deliverables will be considered the Scope of Work to be performed under the contract agreement, if funded. Once the details of the work program have been negotiated with the Applicant and approved by the COG, the work program will be entered into the grant contract.

As concisely as possible, for each task of the proposed project, describe the major steps or activities involved, identify the responsible entities and establish a specific timeframe to accomplish each task. The scope of work for the project or program must include:

- Detailed purpose and goal of the project (should be consistent with implementing the goals, objectives, and recommendations from the regional solid waste management plan, as stated in the project description on Form 6a).
- Specific task statements with responsible entity identified
- List of deliverables/products/activities under each task
- Schedule of deliverables

The purpose of this project is to continue the regulation and enforcement of illegal dumping within the City of Henderson. Our goal is to purchase the type of equipment from Isis Surveillance Systems needed to do this job properly to ensure good cases are made in court to identify responsible parties.

1. Task: Stop illegal dumping
 - a. Activity: Locate illegal dump sites.
 - b. Purchase surveillance equipment and utilize equipment.
 - c. Monitor sites for activity
2. Task: Prepare cases for court.
 - a. Identify dumpers through surveillance equipment
 - b. Prepare case for court. (City or County)
 - c. Continue monitoring illegal dump sites.

FORM 7. GRANT BUDGET SUMMARY

Please provide the following breakdown of the total amount of grant funding being requested:

Budget Category	Funding Amount
1. Personnel/Salaries	\$
2. Fringe Benefits	\$
3. Travel	\$
4. Supplies	\$
5. Equipment	\$ 6,125.00
6. Construction	\$
7. Contractual	\$
8. Other	\$
9. Total Direct Charges (sum of 1-8)	\$ 6,125.00
10. Indirect Charges*	\$
11. Total (sum of 9 - 10)	\$ 6,125.00

12. Fringe Benefit Rate:	%	
13. Indirect Cost Rate:	%	
<p>Identify, in detail, each budget category to which your indirect cost rate applies and explain any special conditions under which the rate will be applied: Cost for equipment: \$6,125.00. This is to purchase the Digital Conduit Camera Model 09DCC-CW. Marine batteries will be purchased by the City of Henderson.</p>		
<p><small>*In accordance with the UGMS, indirect charges may be authorized if the Applicant has a negotiated indirect cost rate agreement signed within the past 24 months by a federal cognizant agency or state single audit coordinating agency. Alternatively, the Applicant may be authorized to recover up to 10% of direct salary and wage costs (excluding overtime, shift premiums, and fringe benefits) as indirect costs, subject to adequate documentation. If you have an approved cost allocation plan, please enclose documentation of your approved indirect rate.</small></p>		
<p><i>Please complete any of the following detailed budget forms that are applicable.</i></p>		

FORM 7a: Detailed Matching Funds/In-Kind Services

This budget form should be completed if the Applicant is providing any level of matching funds or in-kind services directly related to the proposed project.

Matching Funds: \$_____

In the space below, please explain in detail the application of any matching funds to be provided by the Applicant, as directly related to the proposed project:

In-Kind Services: \$_____ (monetary equivalent)

In the space below, please explain in detail the application of any in-kind services to be provided by the Applicant, as directly related to the proposed project:

What is the TOTAL COST of the proposed project, considering the total grant funding requested, any matching funds being provided by the Applicant, and the monetary equivalent of any in-kind services being provided by the Applicant:

\$ 6,125.00

FORM 7e: Detailed Equipment Expenses

All equipment purchases must be pre-approved by the COG. If the specific details of an equipment purchase are known, show that equipment on the list below. If the specific details of the equipment costs are not known at this time, list the general details on this form. The specific details of the equipment will then need to be provided to and approved by the COG before the costs are incurred.

Equipment (\$5,000 or more per unit) <i>(Show description, type, model, etc.)</i>	Unit Cost	No.of Units	Total Cost
Digital Conduit Camera Model 09DCC-CW	\$ 6,125.00	1	\$ 6,125.00
	\$		\$
	\$		\$
	\$		\$
TOTAL <i>(Must equal Line 5 of the Overall Budget Summary)</i>		\$ 6,125.00	