

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 5/22/06		Item Number: <u>C-6</u>	
AGENDA ITEM: Adopt the resolution authorizing that the Regional Used Oil Block Grant application in conjunction with the Cities of Beverly Hills and West Hollywood be transferred to West Hollywood to administer the program for the next three years			
Contact Person/Dept.: Catherine Vargas		Phone Number: 310-253-6411	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Master Notification List.5/18/06; City of West Hollywood, City of Beverly Hills, KJ Services – Noticed in person 05/15/2006. California Integrated Waste Management Board –05/15/2006.			
Department Approval: Charles Herbertson 5/15/06		CAO Approval: Jerry Fulwood 5/18/06	
City Controller Approval: Marlee Chang 5/17/06			
<u>RECOMMENDATION:</u> Staff recommends that the City Council adopt a resolution approving the application for a regional Used Oil Block Grant, in conjunction with the Cities of West Hollywood and Beverly Hills and authorizing the City of West Hollywood to serve as the regional grant administrator <u>BACKGROUND:</u> Illegally dumped used motor oil is a serious environmental threat. Oil dumped on the ground can contaminate the ground water supply, and oil dumped on the streets can run into the gutter or into La Ballona Creek that travels directly into the Santa Monica Bay without treatment. It is in the best interest of the City of Culver City to provide convenient, free opportunities for residents to safely and legally dispose of their used motor oil. Since 1987 it has been illegal to dispose of used oil in sewers, drainage systems, surface or ground waters, marine waters, or onto the land or in the trash. In 1991 the California Integrated Waste Management Board (CIWMB) established a Used Oil Recycling Block Grant Program with the mission to discourage the illegal disposal of used oil and promote used oil recycling statewide. The program assists cities with the establishment and promotion of sustainable used oil recycling programs. The Block Grant is non-competitive and is funded by a per quart fee on the sale of lubricating oil. Jurisdictions may apply regionally and pool their funds.			

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For the past eight years, the Westside Cities Solid Waste Task Force, comprised of the Cities of Culver City, West Hollywood, and Beverly Hills, has participated in a Regional Used Oil Recycling Block Grant program. Since 2003, the City of Culver City has been the administrator of the program.

DISCUSSION:

The City of West Hollywood will serve as the lead agency for the 12th cycle grant effective June 1, 2006. As part of this responsibility, West Hollywood will apply for the Grant for Fiscal Year 2006 –2007.

The funds will be used in part to hire a consultant who is responsible for promoting the program through public outreach and education, coordinating used oil-recycling drop off locations, providing program reports to the State of California, developing giveaway programs and attending City sponsored events.

Specifically, in the City of Culver City, the scope of services include coordinating with local oil change outlets to develop programs to promote the use of re-refined oil, oil filter recycling and developing oil recycling outreach materials for citywide distribution. Additionally, the consultant will provide an outreach booth, outreach materials, displays, and giveaways at City coordinated events. The consultant will participate in the following scheduled events: Hazardous Waste Roundup at West LA College, the Ballona Creek Cleanup, Fiesta La Ballona, and Earth Day.

The City of West Hollywood will administer the program for the next three years.

FISCAL ANALYSIS:

The Used Oil Recycling Block Grant program, funded by the CIWMB, advances funds to the City to be used for this program. Ninety percent (90%) of the Block Grant is advanced, while the remaining ten percent (10%) is withheld to be released on a reimbursement basis once all the conditions in the grant have been completed. The estimated grant is in the amount of \$34,263. No Culver City General Fund money is required for this program. The remaining 10%, the estimated \$3,426, of the grant funds will be provided by the Sanitation Enterprise fund with reimbursement by the CIWMB upon the submission of final reports. As the lead agency, West Hollywood will provide grant management services, including accounting and reporting to the CIWMB. According to the grant guidelines, the lead agency is required to adhere to the following accounting procedures:

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- Track and account for each Block Grant cycle separately.
- Place all grant funds in an interest bearing account with a fully insured financial institution.
- Use all interest accrued and received from this account only for eligible expenses related to the grant.
- Account for interest accrued in the grant's Expenditure Itemization Summary report.
- Return any unused accrued interest to the CIWMB at the end of the grant term.

ATTACHMENTS:

- Resolution

MOTION:

1. Adopt the resolution authorizing the Regional Used Oil Block Grant application in conjunction with the Cities of Beverly Hills and West Hollywood and allowing West Hollywood to administer the program for the next three years.