



CITY OF
**PALO
ALTO**

City Council Staff Report

From: City Manager

Report Type: CONSENT CALENDAR
Lead Department: Community Services

Meeting Date: October 21, 2024

Report #:2409-3531

TITLE

Adoption of a Resolution Authorizing Grant Applications to the California Department of Resources Recycling and Recovery (CalRecycle); CEQA status – not a project.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution approving the application for California Department of Resources Recycling and Recovery (CalRecycle) Grant Funds. This resolution is required by CalRecycle as part of the grant application.

BACKGROUND

The California Department of Resources Recycling and Recovery (CalRecycle) administers the Beverage Container Recycling Grant Program pursuant to Section 14581(a)(4) of the Public Resources Code. The purpose of the grant is to issue up to \$1,500,000 annually in the form of grants for beverage container recycling and litter reduction programs to promote increased recycling of beverage containers throughout California and reduce beverage container litter in the waste stream.

The Beverage Container Recycling Grant (BCRG) program seeks to achieve and maintain an 80% recycling rate for all California Refund Value (CRV) beverage containers, including aluminum, glass, plastic, and bi-metal. The minimum award for individual grants is \$75,000 and the maximum award for individual grants is \$275,000.

ANALYSIS

The City currently holds a contract with Townsend Public Affairs for grant support services. Following internal discussions, Community Services staff met with Townsend and identified the CalRecycle Beverage Container Recycling Grant as a viable funding opportunity. Community Services staff scheduled multiple meetings with Townsend and partnered with ZeroWaste in the initial discussion of the grant. Staff has identified eligible expenses, including the purchase and installation of ten (10) ADA-compliant water bottle filling stations if the grant is awarded. The funding will also support the installation, plumbing, and any necessary infrastructure

modifications. These expenses are for the replacement of end-of-life drinking fountains for the following Parks: Mitchell Park (6), Ramos Park (2), and Robles Park (2) with a 10% contingency. This project supports the City Council priorities of Community Belonging and Climate Change. The Grant Program is a competitive process in which applications are evaluated and scored by a CalRecycle review panel based on the approved Scoring Criteria for the Beverage Container Recycling Grant Program, FYs 2024–25 and 2025–26.

The grant and funding request application, which is an internal policy and procedure was signed by Community Services and Administrative Services Directors. The application for the CalRecycle grant was submitted before the deadline of September 24, 2024. The grant requires the governing body's approval and applicants to submit a resolution no later than the secondary due date of October 23, 2024. Failure to submit a resolution by this date will result in the disqualification of the application by CalRecycle.

The resolution makes certain findings as required by CalRecycle. It authorizes the submission of grant applications on behalf of the City and designates the City Manager and the Assistant City Manager to execute any necessary grant documents. The authorization will last five years from the date of adoption. CalRecycle will send award notifications in March 2025 and grant funds must be expended by April 1, 2028.

FISCAL/RESOURCE IMPACT

Preparation for the grant application required staff resources, including multiple meetings with Townsend Public Affairs to ensure the application met all requirements. The City has requested \$165,000 in grant funding and no matching funds are required. If the grant is awarded to the City, staff will recognize corresponding budget adjustments during the appropriate budget process. The grant is on a reimbursement basis, which requires City expenditures of funds before being reimbursed by the state. No net impact on the General Fund or Infrastructure Reserve is expected. This grant presents a valuable opportunity to replace aging infrastructure, specifically water bottle filling stations and allows for the installation of modern, ADA-compliant stations, promoting sustainability and accessibility in public spaces.

ENVIRONMENTAL REVIEW

Council action on this item is not a project as defined by CEQA because adoption of the resolution is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. CEQA Guidelines section 15061(b)(3).

ATTACHMENT

Attachment A: Resolution Authorizing Submittal of Grant Applications to CalRecycle

APPROVED BY:

Kristen O'Kane, Community Services Director