



STAFF REPORT

To: Honorable Mayor and Members of Town Council

Through: David L. Corliss, Town Manager

From: Mark Marlowe, P.E., Director of Castle Rock Water
Shawn Griffith, Assistant Director of Operations
Hannah Branning, Water Quality/Regulatory Compliance Manager

Title: **Resolution Approving the Memorandum of Understanding between the Town of Castle Rock and Douglas County Regarding Douglas County Household Hazardous Waste Collection Program Local Partner Cooperation** *[Located in Douglas County]*

Executive Summary

Castle Rock Water (CRW) staff request Town Council approval of a Resolution (**Attachment A**) approving a Memorandum of Understanding (MOU) (**Exhibit 1**) between the Town of Castle Rock and Douglas County to participate in the Douglas County Household Hazardous Waste Collection Program with a sponsorship donation of \$44,000 for 2024. Protecting our watersheds is a key tactic in CRW's 2024-2028 Strategic Plan. Participating in the program also allows the Town of Castle Rock to meet annual reporting requirements for waste diversion in our Municipal Separate Storm Sewer (MS4) permit to the Colorado Department of Public Health and Environment.

Notification and Outreach Efforts

Notification and outreach efforts to customers and residents will occur by CRW and Douglas County.

History of Past Town Council, Boards & Commissions, or Other Discussions

The Castle Rock Water Commission will be informed of this item at their July 2024 meeting.

Discussion

Supporting the County's Household Hazardous Waste Collection program benefits water quality, environmental health, and reduces inputs of hazardous materials into the sanitary sewer infrastructure. CRW has historically participated in a similar program through the former

Tri-County Health Department by contributing financially through the Plum Creek Water Reclamation Authority (PCWRA), hosting hazardous waste collection events at our facility and donating staff time at events. In 2020, CRW and PCWRA donated a total of \$33,000 to the program. The one-day collection event has not been held at CRW since Covid. The approximate estimated cost of the one-day event in 2020 was \$61,000.

In 2022, Douglas County formed the Douglas County Health Department and began a curb-side household hazardous waste collection program that replaced the former tri-county program. Under the new program, residents may receive services in two ways:

1. Door-to-door collection – customers may sign up with Waste Management by scheduling a household hazardous waste year-round pick-up for \$30. The County pays the remaining cost for disposal at a cost of \$243.78.
2. Drop-off Appointment – customers may sign up for an appointment to drop off household hazardous waste for \$30. The County pays the remaining cost of disposal at a cost of \$243.78.

In 2023, a total of 178 collections were made by CRW customers, which amounts to 20% of the total Douglas County participation of 881. The total estimated cost of the Douglas County program is \$219,402 in 2024. The County anticipates that rates of utilization will increase as their communications team has been reaching out to local agencies for collection program messaging and advertising this program.

CRW proposes a \$44,000 contribution which is about a 33% increase over historic donations through PCWRA and provides for a higher level of service for our customers. This contribution accounts for the projected cost of the Town's 20% usage of the program, not including the customer's \$30 fee. Additionally, PCWRA will no longer contribute to the program moving forward.

Participating in the program ensures these harmful wastes do not end up being improperly disposed of down the sewer where they can cause upset at the water reclamation facility, contaminate streams and drinking water supplies and allows the Town of Castle Rock to meet annual reporting requirements for waste diversion in our Municipal Separate Storm Sewer (MS4) permit to the Colorado Department of Public Health and Environment.

Budget Impact

The budget impact of this MOU is an additional \$44,000 to the Stormwater and Wastewater Enterprises which has not been budgeted since Covid. Overall, this is not a large budget impact and contributes to an important regulatory function for the Stormwater Enterprise, compliance with CRW's MS4 permit.

Funding for this program will be provided through the following accounts. A budget transfer will be needed.

212-4400-444.50-70 Stormwater Dues and Subscriptions	\$22,000
213-4500-445.50-70 Wastewater Dues and Subscriptions	\$22,000
Total	\$44,000

Staff Recommendation

Staff recommends approval of a Resolution Approving the Memorandum of Understanding with Douglas County Regarding the Douglas County Household Hazardous Waste Collection Program Local Partner Cooperation in the amount of \$44,000.

Proposed Motion

“I move to approve the Resolution as introduced by title.”

Alternative Motions

“I move to approve the resolution as introduced by title, with the following conditions: (list conditions).”

“I move to continue this item to the Town Council meeting on _____ date to allow additional time to (list information needed).”

Attachments

Attachment A: Resolution
Exhibit 1: Memorandum of Understanding