



Solid Waste Advisory Committee (SWAC) | Agenda

10:00 a.m., Friday, September 26, 2025

Pecan Meeting Room

6800 Burleson Road

Building 310, Suite 165

Austin, TX 78744

Commissioner Mark Matthijetz, *Lee County*, **Chair**

Justice of the Peace Paul Zapalac, *Fayette County*

Vice Chair

Gerry Acuna, *City of Austin*

Richard McHale, *City of Austin*

Eduardo Guerrero, *Bastrop County*

Commissioner Charles Riley, *Blanco County*

Commissioner Chad Collier, *Burnet County*

Judge Hoppy Haden, *Caldwell County*

Tammy Crumley, *Hays County*

Lisa Griffin, *Hays County*

Commissioner Linda Raschke, *Llano County*

Yaira Robinson, *Travis County*

Roger Hickman, *Williamson County*

Rachel Hering, *Citizen/Environmental Groups Representative*

Darien Clary, *Educational Representative*

Jack Ranney, *Individual w/ HHW expertise*

Adam Gregory, *Private Operator Representative*

Alfonso Sifuentes, *Private Operator Representative*

Matthew Smith, *Private Operator Representative*

Steve Jacobs, *Private Operator Representative*

Jessica Uramkin, *TCEQ (Assigned Planner), Non-voting member*

Casey Grunnet, *TCEQ (Regional Office) Non-voting member*

Commissioner Ann Howard, **Executive Committee Liaison**

Vacant, *Travis County*

Vacant, *Williamson County*

1. Call to order

Commissioner Mark Matthijetz, Chair

2. Welcome and Introductions

Commissioner Mark Matthijetz, Chair

3. Public Comments (3 minutes per speaker)

Commissioner Mark Matthijetz, Chair

4. ACTION ITEM: Approval of July 18, 2025, SWAC Meeting minutes

Commissioner Mark Matthijetz, Chair

5. Discussion: FY26-27 Regional Solid Waste Grants Program, Priorities, Timeline

Ken May, Solid Waste Program Manager, CAPCOG

6. Update: SWIFR Grant Progress

Ken May, Solid Waste Program Manager, CAPCOG

7. Update: FEMA DR-4879 Flood Debris Clean-up

Ken May, Solid Waste Program Manager, CAPCOG

8. Update: FY 24-25 Regional Solid Waste Grants Program

Ken May, Solid Waste Program Manager, CAPCOG

9. Establish 2026 SWAC Meeting Dates

Ken May, Solid Waste Program Manager, CAPCOG

10. Roundtable Discussion

Commissioner Mark Matthijetz, Chair

11. Adjournment

Commissioner Mark Matthijetz, Chair



Solid Waste Advisory Committee (SWAC) | Minutes

Friday, July 18, 2025
Pecan Meeting Room
6800 Burleson Road
Building 310, Suite 165
Austin, TX 78744

Present (16):

Commissioner Mark Matthijetz, *Lee County*, **Chair**
Justice of the Peace Paul Zapalac, *Fayette County*,

Vice Chair

Gerry Acuna, *City of Austin*
Richard McHale, *City of Austin*
Eduardo Guerrero, *Bastrop County*
Commissioner Charles Riley, *Blanco County*
Commissioner Chad Collier, *Burnet County*
Tammy Crumley, *Hays County*
Lisa Griffin, *Hays County*
Commissioner Linda Raschke, *Llano County*
Yaira Robinson, *Travis County*
Roger Hickman, *Williamson County* (Sub. Lillian Janek)
Rachel Hering, *Citizen/Environmental Groups Representative*
Jack Ranney, *Individual w/ HHW expertise*
Alfonso Sifuentes, *Private Operator Representative*

Matthew Smith, *Private Operator Representative*
Steve Jacobs, *Private Operator Representative*

Excused Absence (1):

Darien Clary, *Educational Representative*

Unexcused Absence (6):

Judge Hoppy Haden, *Caldwell County*
Adam Gregory, *Private Operator Representative*
Jessica Uramkin, *TCEQ (Assigned Planner), Non-voting member*
Casey Grunnet, *TCEQ (Regional Office) Non-voting member*
Commissioner Ann Howard, **Executive Committee Liaison**

Vacant, *Travis County*

Vacant, *Williamson County*

1. Call to order

Commissioner Matthijetz called the meeting to order at 10:10 a.m.

2. Welcome and Introductions

Commissioner Matthijetz began welcoming members to the meeting and requested member introductions.
Commissioner Matthijetz recognized visitor Ryan Hobbs from Texas Disposal Systems (TDS).
Mr. Ken May announced the resignation received from R. Lynn Trip, Williamson County on 07/17/2025.

3. Public Comments (3 minutes per speaker)

Commissioner Matthijetz requested comments from the public. No public comments were presented.

4. ACTION ITEM: Approval of August 9, 2024, SWAC Meeting minutes

Commissioner Matthijetz requested approval of August 9, 2024, meeting minutes. Mr. Acuna moved to approve the August 9, 2024 meeting minutes. Commissioner Linda Raschke seconded the motion. The motion passed unanimously.

5. ACTION ITEM: Approval of March 4, 2025, SWAC Meeting minutes

Commissioner Matthijetz requested approval of March 4, 2025, meeting minutes. Judge Paul Zapalac moved to approve the March 4, 2025 meeting minutes. Mr. Acuna seconded the motion. The motion passed unanimously.

6. Update: 89th Legislative Session Enrolled Solid Waste Related Legislation

Mr. May provided an update on the 89th legislative session solid waste related legislation.

Mr. Ranney arrived to the meeting at 10:28 a.m.

7. Update: SWIFR Grant Progress

Mr. May presented an update on the SWIFR Grant progress. Mr. Ranney suggested Mr. May contact school district superintendents to encourage school district applications to the SWIFR grant opportunities. Commissioner Raschke also suggested contacting extension offices to network with school districts who may benefit from SWIFR grants. Mr. May added he has been in contact with Texas A&M University extension office and will explore other extension offices for networking with school districts.

8. Discussion: FY 24-25 Regional Solid Waste Grants Program

Mr. May discussed the spend down plan for the 2024-25 biennium.

9. Discussion: FY26-27 Regional Solid Waste Grants Program

Mr. May requested feedback from members on topics which should be considered for the FY26-27 regional solid waste grants program. Mr. McHale requested more information on collection events in the CAPCOG region and whether there is a possibility of focusing on illegal dumping clean-up or amnesty programs. Mr. May confirmed there have been illegal dumping amnesty programs, however, there haven't been any illegal dumping clean-up in the recent past. Mr. Ranney requested information on any data for HHW Events or Community Collection Events in the CAPCOG region. Mr. May explained there is 2 years' worth of event data for entities CAPCOG supports and will provide this information to the members.

10. Discussion: FEMA DR-4879 Flood Debris Clean-up

Mr. May discussed CAPCOG's expected role in the region's debris clean-up efforts.

Mr. May also asked committee members if disaster debris workshops would be of interest within their areas.

Several committee members agreed this would be beneficial for several areas in the CAPCOG region affected by recent flooding.

11. Roundtable Discussion

Commissioner Matthijetz opened the meeting to roundtable discussion for members to discuss. No committee members presented any discussions currently impacting their areas.

12. Adjournment

Commissioner Matthijetz presented the motion to adjourn meeting at 11:15 a.m. Mr. Acuna moved to adjourn the meeting. Ms. Crumley seconded the motion. Motion passed unanimously. The meeting adjourned at 11:15 a.m.



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TIMELINE for FY 2026-27 Solid Waste Grants

- 9/1/2025: CAPCOG – TCEQ ILA Start Date
- 9/17/2025: CAPCOG Application goes to Executive Committee for approval
- 9/26/2025: SWAC Meeting to select project category priorities
- **10/7/2025: Request for Application (RFA) opens**
- 10/21/2025: **First grant-writing workshop**
CAPCOG Pecan Room – 10 a.m. to noon
6800 Burleson Road, Bldg 310, Ste 165
Austin, TX 78744
Registration Link:
- 10/31/2025: Last date to submit questions for grant Q&A summary and last date to request pre-application assistance
- 11/7/2025: Final Q&A Summary posted online
- **11/20/2025: RFA closes at 5:00 pm**
- 11/24/2025: CAPCOG notice to private industry review for opportunity to review applications prior to public review, through 12/5/2025
- 12/5/2025: Due date for any resolutions from governing bodies if not included in original application and due date for private industry objections to any applications
- 12/5/2025: Scoring meeting materials distributed to SWAC
- **12/19/2025: SWAC meeting** to score and rank applications & make funding recommendation to CAPCOG Executive Committee (Applicant attendance is mandatory)
- 12/22/2025: CAPCOG staff submit SWAC's recommendations to Executive Director
- 1/14/2026: CAPCOG Executive Committee Meeting makes grant award decisions
- 1/15/2026: Staff submit Executive Committee grant award decisions to TCEQ
- 1/29/2026: Target date for TCEQ approval of grant awards, distribution of grant contracts to awardees for execution
- 2/27/2026: Target date for return of signed grant contracts
- 3/2/2026: Target Date for Notice to Proceed with FY 2026 Contracts
- 9/1/2026: Target Date for Notice to Proceed with FY 2027 Contracts, except for Facilities
- 8/31/2026: Target End Date for FY 2026 Contracts
- 9/30/2026: Target end date for submittal of Reimbursement Requests
- 4/30/2027: Target End Date for FY 2027 Contracts and FY 2026 Facilities Contracts
- 5/30/2027: Target End Date for FY 2027 Reimbursement Submittals
- 8/31/2027: End of Biennium

The SWAC will discuss the following requirements and vote on whether these requirements will be included in the upcoming biennium. The SWAC may entertain additional requirements as presented.

Grant Amounts

Grant amounts may range from \$10,000 - \$40,000, with a total of \$228,845.47 available to award. CAPCOG expects to award 10-20 different grants. No more than half of the total (\$119,643.47) may be awarded in total for FY 2026 projects. Grants will be on a reimbursement basis.

Match Requirement

The applicant must commit to cash match of at least 10% for the total eligible project costs (not including any in-kind contribution). If an applicant is proposing match of more than 10%, then it will only be able to seek reimbursement for the remaining percentage of eligible costs up to the total funding requested and awarded.

Number of Applications

Applicants are not limited to any specific number of applications, however, they are required to submit separate applications for each collection event, and they will be scored and tiered separately (i.e., an applicant's 2nd collection event application would be put into a lower tier level than its 1st collection event). For the purposes of this application, an "event" can be a multi-day event as long as the days are adjacent to one another. A multi-weekend collection "event" in which no collection is conducted in the intervening days should be broken out into two separate applications.

Tier of Grant Applications Prior to Scoring

CAPCOG staff will assign one of three tiers to each application that meets the screening criteria based on the following factors:

1. Project type;
2. Number of applications submitted; and

3. Applicant preference.

In the funding process, all tier 1 projects will be considered for funding over tier 2 projects, regardless of whether a tier 2 project scores higher than a tier 3 project.

Project Type Tier

Each application's tier will be limited by the type of project it corresponds to based on the SWAC's determination. The maximum tier that an application can reach is shown below:

- Tier 1:
 - Litter and Illegal Dumping Cleanup and Community Collection Events;
 - Source Reduction and Recycling; and
 - Household Hazardous Waste Management.
- Tier 2:
 - Local Enforcement;
 - MSW Facility Eligible for Funding (transfer stations, local government recycling facilities, composting facilities, liquid waste transfer stations, and used oil collection facilities); and
 - Education and Training.
- Tier 3:
 - Local Solid Waste Management Plans;
 - Technical Studies; and
 - Other.

Prioritization Based on Number of Applications

Each applicant can only have a maximum of one application in each tier. Therefore, for example, if an applicant requests funding for two collection events, the 1st collection event can be considered priority 1, but the 2nd collection event would be considered priority 2. Absent specific indication from the applicant, whichever application is received 1st will be considered the higher priority application. If an applicant submits two applications for “priority 1” project types and one application for a “priority 2” project type, the “priority 2”

project will be downgraded to priority 3, and 1 of the 2 “priority 1” projects will be downgraded to priority 2.

Prioritization Based on Applicant Preference

If an applicant submits multiple applications within the same project type, it may specify which application it wishes to be considered a higher priority.

Score Compilation, Ranking, and Funding Recommendations

CAPCOG staff will calculate the average score of each application and put them in order from highest score to lowest score within each level. Applications that score below 70 points will be moved to a “contingency” list.