



STAFF REPORT – CITY COUNCIL MEETING

July 19, 2023

TO: Honorable Mayor and City Council Members

FROM: Emily Sinkhorn, Director of Environmental Services

PREPARER: Brigitte Price, Administrative Specialist

DATE: June 14, 2023

TITLE: **Approve a Memorandum of Understanding between Humboldt County and the City of Arcata for a Regional Edible Food Recovery Program Manager Position; and Authorize the City Manager to Execute All Applicable Documents.**

RECOMMENDATION:

It is recommended that the Council approve the Memorandum of Understanding between Humboldt County and the City of Arcata for a Regional Edible Food Recovery Program Manager position and authorize the City Manager to execute all applicable documents.

INTRODUCTION:

The Council received its most recent update on the City's compliance with Senate Bill 1383 (SB 1383) at the May 17, 2023, Council meeting. Edible food recovery is another requirement of SB 1383 and staff have been working regionally with the County of Humboldt and the Cities of Eureka, Fortuna, Blue Lake, Rio Dell, Trinidad, and Ferndale to develop an edible food recovery program. The County of Humboldt has agreed to act as project lead for a regional edible food recovery program professional services agreement to support edible food recovery programming throughout Humboldt County. As part of the regional effort, on January 4, 2023, the City Council authorized the City Manager to sign a letter of funding commitment for the Humboldt County Edible Food Recovery Program.

BACKGROUND:

SB 1383 serves as a statewide effort to reduce emissions of short-lived climate pollutants and sets the following targets: 1) Reduce statewide disposal of organic waste by 50% by January 1, 2020, and by 75% by January 1, 2025 (based on 2014 levels); and 2) Recover at least 20% of currently disposed edible food for human consumption by 2025. To help meet these targets, jurisdictions are required to develop and implement an edible food recovery program. Developing a program at the regional level is a cost-effective way to comply with the State mandate while also ensuring consistent messaging and engagement with the business sector. The City worked with the County of Humboldt, City of Eureka, City of Fortuna, City of Blue Lake, City of Rio Dell, City of Trinidad, and City of Ferndale to develop a request for proposals (RFP) for edible food recovery program management in Humboldt County, which was issued on March 2, 2023. Proposals were due by

March 31, 2023 to Humboldt County Public Works and two proposals were received. Representatives from each of the participating jurisdictions reviewed and scored the proposals and the highest scoring proposal was selected with a total project cost of \$120,000.

DISCUSSION:

This MOU will give the County the authority to act as project lead in the management of the Regional Edible Food Recovery Program Professional Services Agreement, provide communications between the Consultant and the jurisdictions, and negotiate entering into ancillary agreements with all jurisdictions to support edible food recovery programming. Each jurisdiction will provide a cost share for the \$120,000 professional services agreement based on their respective populations. The City of Arcata's cost will be \$16,546. The MOU shall remain in effect until June 11, 2024.

POLICY IMPLICATIONS:

The MOU for an Edible Food Recovery Program Manager position will help the City comply with SB 1383.

BUDGET/FISCAL IMPACT:

The cost is included under Solid Waste Activity 73 in the proposed 2023/24 FY budget, which will be brought to Council on June 21, 2023.

ATTACHMENTS:

Countywide EFRP Manager MOU (PDF)