



CITY OF MENIFEE

SUBJECT: CalRecycle Local Assistance Grant

MEETING DATE: May 15, 2024

TO: Mayor and City Council

PREPARED BY: Kori Jones, Senior Management Analyst

REVIEWED BY: Jonathan Nicks, Deputy City Manager

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Accept the CalRecycle Senate Bill 1383 Local Assistance Grant in the amount of \$292,997; and
2. Adopt a resolution authorizing an increase in revenue and appropriation of expenditures in the amount of \$292,997 to a program account as assigned by the Finance Department; and
3. Authorize the City Manager, or his designee, to execute all necessary documents to implement and administer the funded programs.

DISCUSSION

Senate Bill 1383 (SB1383) requires cities to ensure compliance with applicable state recycling law within its jurisdiction. Specific local responsibilities include providing for collection and processing of residential and commercial organic waste, procurement of recovered organic materials, public outreach and education, edible food recovery from certain businesses, capacity planning, enforcement, record keeping, and reporting. To assist cities with implementation of these programs, CalRecycle is offering a second round of SB 1383 local assistance grant funding. The per capita based second round funding awarded to the City of Menifee is \$292,997. The CalRecycle-approved budget allocations are identified in the attached Award Notice.

First round local assistance funding, in the amount of \$141,516, was awarded to the City in August of 2022. To be eligible for this award, the City was required to update its Municipal Code Chapter 6.30 Solid Waste and Recycling to reflect current SB 1383 legislation. Council adopted the required amendment in April 2022. As the first two years of the legislation allowed largely for jurisdictions to focus on initial implementation of programs and public outreach, a significant portion of this funding was used to establish MenifeeRecycles public outreach programs. This outreach included a dedicated MenifeeRecycles website, a MenifeeRecycles event booth,

branded collateral, design for social media and print advertising, mailing of collateral and implementation supplies to multi-family complexes and small businesses, and recycling stations for public facilities. Funding was also used to retain consultant services through Aptim Environmental. Aptim has assisted staff with business webinars, creation of program forms and developing policies required for tracking, reporting, and enforcement of the state mandate. Aptim has provided on-site consultation to several businesses and two schools to assist with the implementation of recycling stations, staff training, and signage and to promote the availability of the Menifee Business Assistance Program. Lastly, Aptim has completed, on behalf of the City, inspections of Tier 1 and Tier 2 edible food generators required to establish donation agreements for unused edible food with our local food pantry or other recognized food recovery agency. Funding remaining on first round grant is \$30,778. CalRecycle has extended the term to utilize remaining funds to November 1, 2024. With recent state updates, the remaining funding will be dedicated to revamp branded collateral to include newly restricted items.

The budget allocation for Round 2 focuses on implementation of other areas required under SB 1383. In addition to continued public outreach and education, other areas of focus include procurement of recyclable and recovered organic products, compliance, capacity planning, enforcement, and reporting.

The program budget is described below in Table 1.

TABLE 1 – SB 1383 LOCAL ASSISTANCE GRANT PROGRAM BUDGET

Expenditure	Amount
Grant Administration/Grant Personnel (City Staff)	\$ 73,697
Conference/Training City Staff	\$ 7,300
Consultant Services Outreach/Compliance	\$ 10,000
MenifeeRecycles Collateral	\$ 10,000
Contract Services (Elementary School Outreach to 10 Schools)	\$ 24,000
MenifeeRecycles Booth Supplies	\$ 5,000
Household Food Scrap Pails (4800 qty)	\$ 19,000
Consultant Services Compliance, Capacity Planning Reporting, Organics Procurement	\$ 20,000
3 rd Party Procurement of Recovered Organics (Compost)*	\$110,000
Direct purchase of mulch for application in ROW	\$ 14,000
Total Grant Funding	\$ 292,997

*Annually, CalRecycle determines a per capita goal per jurisdiction for procurement of recovered organic materials. The current procurement target set for Menifee is 7,975 tons. This target could be met through procurement of renewable fuel, energy, and/or compost and mulch. To help meet the set target amount, staff and the City Attorney’s Office are currently exploring options with the City’s waste hauler, Waste Management. If the necessity arises, and City were to have to procure an agreement through the Request for Proposal process, based on information received from neighboring cities such as Corona and Moreno Valley, a third-party procurement agreement could

range between \$70,000 to \$100,000 annually. Procurement of an agreement and/or program options would be presented to the City Council at a future meeting for consideration.

STRATEGIC PLAN OBJECTIVE

Thriving Economy

FISCAL IMPACT

The fiscal impact for the acceptance of the CalRecycle Local Assistance Grant is \$292,997 in both revenue and expenditures, to be recognized in Fiscal Year 2023/2024. The Finance Department would increase the budgeted revenue in Account No. 301-3878 (*SB 1383 Local Assistance Grant*) and appropriate those funds to Account No. 301-4660-52854 (*SB 1383 Local Assistance Grant*). There is no required match by the City through the Grant Program.

ATTACHMENTS

1. Award Notice
2. Grant Summary Report
3. Budget Amendment Resolution