



CITY OF MENIFEE

SUBJECT: Memorandum of Understanding with Menifee Valley Community Cupboard

MEETING DATE: February 1, 2023

TO: Mayor and City Council

PREPARED BY: Kori Jones, Senior Management Analyst

REVIEWED BY: Jonathan Nicks, Community Services Director

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Approve and authorize the City Manager to execute a Memorandum of Understanding (MOU) with the Menifee Valley Community Cupboard (MVCC) to complete activities as required under the CalRecycle Edible Food Recovery Grant.

DISCUSSION

In effort to meet the state requirement for expanding jurisdiction capacity to receive and donate unused edible food from businesses, the City and MVCC submitted a joint grant application under the Edible Food Recovery Grant Program (EFRG). The EFRG will allow MVCC to double its capacity to accept and distribute food as well as increase the location of food distribution sites in the community. In October 2022, Cal Recycle awarded a second round of funding to the City in the amount of \$241,360, as the primary recipient and administrator of the grant. City Council accepted the Grant at the November 16, 2022, meeting.

The proposed MOU between the City and MVCC will outline each parties' responsibilities to complete the approved grant activities. Potential grant activities include: expansion of food repackaging and storage space at the primary MVCC facility; purchase of a refrigerated box truck to be used for donation pickup and satellite food distribution; purchase of a cargo van for food collection and delivery; and establishing satellite food distribution sites at Quail Valley Boys and Girls Club and near, or at, Heritage High School in the Romoland area of the City. The MOU also codifies the relationship between recipients needed to carryout responsibilities such as reporting, reimbursement, procurement, and vehicle transfer.

All grant activities must be completed by April 1, 2025, and the MOU will run concurrent of this timeframe with an option to modify as needed. Staff recommends approving an MOU prior to the procurement of vehicles and/or entering into service agreements with contractors.

STRATEGIC PLAN OBJECTIVE

Accessible and Interconnected Community

FISCAL IMPACT

There is no fiscal impact associated with the recommended action as the activities described in the MOU have already been approved as a part of the Fiscal Year 2022/2023 adopted budget at the November 16, 2022 City Council meeting.

ATTACHMENTS

1. Memorandum of Understanding
2. Cal Recycle EFRG Award Notification