



**SANTA CRUZ COUNTY
INTEGRATED WASTE MANAGEMENT LOCAL TASK FORCE
Thursday, June 4, 2026, 3:00 – 5:00 pm
Capitola Community Room
420 Capitola Road, Capitola CA 95010**



Meeting Minutes

- 1) **Welcome and Quorum Verification** - Quorum was present in the room at 3:01. Both the chair and vice chair were absent and Jacob Guth, Citizen Representative for Santa Cruz County, called the meeting to order at 3:01pm. Staff called roll and meeting attendance was noted as follows:

Voting Members/Alternates Present: Sandy Brown (County alternate/volunteer chair) Jacob Guth (County, citizen rep), Erika Senyk (Capitola), Leslie O'Malley (Santa Cruz, alternate), Greg Wimp (Scotts Valley), Antonio Banderas (Watsonville, alternate).

Members/Alternates Present but Not Voting: Claudia Villalta-Mejia (County, citizen rep alternate – not voting because member present).

Members/Alternates Absent: Justin Cummings (County), Felipe Hernandez (County, chair), Ramon Gomez (County, alternate), Susan Westman (Capitola, alternate), Scott Newsome (Santa Cruz), Rene Golder (Santa Cruz, alternate), Rodolfo Onchi (Scotts Valley, alternate), Ari Parker (Watsonville, vice chair), Will Smith (Watsonville), Tami Stolzenhaler (Watsonville, alternate).

Task Force Staff Present: Beau Hawksford (County), Kasey Kolassa (County - online), Darcy Pruitt (County)

Agency Staff Present: Christina Horvat (County), Mary Ann LoBalbo (County-online), Mindy Esqueda (Scotts Valley-online).

Guests Present: Juan Castillo (GreenWaste Recovery), Jakki Castorena-Davila (Environmental Innovations), Laura Chain (CalRecycle-online).

- 2) **Oral communications – Public:** No oral communications received from the public.
- 3) **Oral communications - Task Force members/alternates:** No oral communications received from members/alternates.
- 4) **Review Meeting Minutes (Attachment A)** – Antonio Banderas made a motion to approve the March 5, 2026 meeting minutes. Leslie O'Malley seconded. Acting chair Jacob Guth called for a vote and the motion to approve the meeting minutes passed unanimously.
- 5) **Jurisdictional Updates** – The cities of Santa Cruz, Scotts Valley, and Capitola, and the County of Santa Cruz provided updates to the Task Force
- a. City of Santa Cruz Update: City staff announced the citywide garage sale is scheduled for the weekend of June 6-7, 2026. The garage sale event is loved by city residents, is a low-cost event for the city to coordinate/map participant locations/advertise and is scheduled to align with UCSC move out to recover reusable furniture and reduce the amount of waste. Staff also discussed the success of the city's shredded paper event held on May 9th. The city doesn't accept shredded paper in its recycling collection carts, so the shredded paper event is popular with city residents and is scheduled twice per year in May and November.
 - b. City of Capitola Update: City staff announced their annual site visit from CalRecycle's Laura Chain included visits to Gayle's, Trader Joe's, and Nob Hill to review Edible food

recovery and waste sorting programs at each of those locations. The two grocery stores are participating in a competition to increase their edible food donations and reduce their food waste. The city is also doing more event outreach in collaboration with GreenWaste staff to educate residents and to improve waste sorting practices at large events.

- c. City of Scotts Valley Update: Environmental Innovations staff provided an update for Scotts Valley regarding their edible food recovery program visits with most stores in compliance.
- d. Unincorporated Santa Cruz County Update: County staff provided an update on outreach events for the month of July to reduce consumer plastics. The County also announced the creation of a Green Team at the Santa Cruz County Fairgrounds to improve ongoing waste management challenges for large events.

6) Reusable Dishware Implementation Challenges (Attachment 1) – County staff summarized the information provided in the Reusable Dishware Implementation Challenges survey/study prepared by Californians Against Waste and the Story of Stuff Project. Generally, the survey focused on jurisdictions in North America with various dishware laws passed to reduce single use plastic waste in their local area. The survey study’s key take away from these jurisdictions was that none of the local agencies responding to the survey felt like their program had effective enforcement. The study identified the primary enforcement challenges: (1) Limited enforcement budget/staffing to educate and inspect business compliance, (2) Lack of leadership priorities based on concerns about over-regulating local businesses, (3) Lack of interdepartmental enforcement cooperation, (4) Weak penalty mechanisms.

The study recommended regulation design strategies to resolve the identified enforcement challenges including: (1) Early engagement with business community, politicians, and enforcement allies in other departments to develop a policy and enforcement mechanisms that all can support, (2) Clear policy drafting to avoid policy and enforcement ambiguities, (3) plan policy and enforcement strategy with dedicated funding for education and inspections, (4) Implement a fine system with stronger penalties for large operators [fines commensurate with violation impacts].

County staff mentioned Surfrider Foundation’s [Ocean Friendly Restaurant](#) program as an existing program that could encourage restaurants to use reusable dishes for onsite dining as a voluntary step, rather than creating a program that other jurisdictions find difficult to implement and enforce.

Surfrider’s program has seven mandatory criteria that all participating restaurants must adopt:

- [1] reusable dishes for onsite dining, 2) no expanded polystyrene, 3) no plastic bags for take-out, 4) paper straws on request, 5) no beverages in plastic bottles, 6) follow proper recycling practices, 7) single use accessories provided on request.]

Ocean Friendly Restaurants must also select at least three of the program’s eight optional criteria:

- [1] discounts for customers providing reusable items, 2) pre-packaged items not sold in plastic, 3) all seafood served is Seafood Watch “Best Choice” or “Good Alternative,” 4) vegetarian/vegan menu options offered regularly, 5) no single use bio-plastic containers, 6) composting efforts in place, 7) energy efficiency efforts in place, 8) Water conservation and pollution mitigation efforts in place.]

Discussion focused on the hurdles to plan and roll out a multi-jurisdictional foodware program when we already have unfulfilled SB 1383 enforcement responsibilities and will need to implement the SB 54 roll out. When discussing the Surfrider program, many Monterey County restaurants participate and few Santa Cruz County restaurants participate (only 5 in Santa Cruz County). Surfrider’s program participation criteria mandates reusable dishware for onsite dining and includes many state and local waste reduction requirements that apply in Santa Cruz County (no polystyrene foodware, all single-use accessory items only on request, proper recycling practices). The Surfrider program has many

fewer requirements than the local Green Business programs encouraged locally. Staff from Environmental Innovations, who also work in Monterey County, find that the Ocean Friendly Restaurant program can work as a gateway to identify restaurants that are ready to participate in the County's Green Business Program. Staff from several jurisdictions requested contacts to Surfrider Foundation staff. Sandy Brown agreed to connect staff with Surfrider's local chapter. Surfrider Ocean Friendly Restaurant benefits include support for local jurisdiction's waste reduction goals and recognition for participating local businesses by a well-respected environmental organization.

- 7) **SB 54 Update (Attachment 2)** – Staff provided information on the approval of CalRecycle prepared SB 54 regulations. The approved SB 54 regulation took effect on May 1, 2026 and are found at Title 14 CCR Division 7, Chapter 11.1. By June 1, 2026 all plastic producers are required under the regulations to either join the Producer Responsibility Organization (PRO), or register independently with CalRecycle as an Independent Producer, or apply for a Small Producer Exemption.

The PRO, Circular Action Alliance, is expected to submit the PRO Plan to CalRecycle in June 2026 for review and approval by the beginning of 2027. [At the time of the 6/4 Task Force meeting the PRO plan had not been submitted.] The PRO Plan will be valid for five (5) years from the date of CalRecycle's approval.

Also under the SB 54 regulations, local jurisdictions and recycling service providers are required to begin accepting the full range of materials listed on the Covered Materials Categories list on the date CalRecycle approves the PRO Plan. If local jurisdictions or recycling service providers are unable to accept all materials and place them into a responsible end market, they will need to file an extension/exemption application. The application must include the reasons that the material cannot be recycled/composted locally. The application must first be submitted to the Producer Responsibility Organization and Independent Producers 90 days before submitting to CalRecycle. Producers have 90 days to review and comment prior to CalRecycle submission so their comments can be considered with the extension/exemption application.

Most local recommendations for changes to the Draft SB 54 regulations were not accepted, but CalRecycle does plan to include a portal to submit extension/exemption applications to Producers and to CalRecycle as requested.

- 8) **Edible Food Recovery (Attachment 3)** –Staff and partners discussed the minor revisions recommended by local counsel to the Memorandum of Understanding (MOU) between the County and cities to continue the Edible Food partnership. None of the partner agencies had additional comments and the proposed changes were submitted to the County Board of Supervisors as part of the contract extension approval.
- 9) **Legislative Update (Attachment C)** - Staff provide an update on bills modified since the March 2026 meeting. Compostable material requirements and battery management issues had the most changes. Several bills were stripped out and introduced with changed requirements. Hazardous materials management bills also included changes.
- 10) **Future Agenda Items:** Members requested an ongoing update on SB 54 and a report back on dine-in program implementation from Environmental Innovations.
- 11) **Meeting adjourned at 4:22pm**



Reusable Dishware Implementation Challenges

Santa Cruz County Integrated Waste Management Local Task Force
June 4, 2026



Reusable Dishware Policy: Key Needs

- **Early Engagement Leads to Successful Implementation:** Meet businesses early, conduct “reuse readiness” assessments, provide multilingual outreach materials, and offer grants/technical assistance for stronger program buy-in.
- **Clear Policy Drafting:** Avoid ambiguities when drafting policies. Clear definitions, explicit requirements, and detailed provisions to address vendor’s specific circumstances [e.g., dine-in restaurants, food kiosks, grocery stores, food trucks, events, food courts, etc.]
- **Plan Enforcement Strategies:** Develop community partnerships with local organizations and businesses. Develop dedicated funding for education and inspections. Implement fine system with stronger penalties for large operators.

Reusable Dishware Policy: Successful Implementation



- **Early Engagement:**
 - **Understand business needs** – Review local business models to understand reusable dishware barriers and business needs.
 - Meet with local business owners/associations
 - Identify key challenges to focus limited resources
 - **Outreach** – conduct local business surveys to characterize food business type and reuse readiness
 - Amount of dine-in v. take-out business
 - Amount of reusable v. disposable dishware in use
 - Dishwashing facilities in use or available
 - **Robust Education** – engage business focus groups to help develop policy and outreach toolkits
 - Test policy requirements and messages with businesses

Reusable Dishware Policy: Clear Guidance



- **Focus education on compliant food ware** – not what is banned.
 - Maintain list of compliant and reusable foodservice ware at all price points and where to purchase locally
- **Ensure early outreach** – Especially to events and venues
 - Need time to coordinate compliance before implementation
- **Clear Communication** – use language(s) used by the community
 - Outreach staff and materials that match the community
- **Education on Bring Your Own (BYO) Policy**
 - Create a BYO education campaign compliant with AB 619
 - Educate environmental health officers about BYO acceptance
 - Educate businesses about need for a written BYO acceptance policy that includes staff BYO training.

Reusable Dishware Policy: Grants and Technical Support



- **Line up support before the policy is enacted:**
 - Program Information – details about cost savings and compliance options
 - Grant Availability – develop funding to make the transition to reusables easier
 - Technical Assistance – engage outside consultants to help program roll out and develop local case studies.
- **Grant Funding Considerations**
 - Targeted grants to buy reusable foodware – \$500 grants are typically adequate, but should fit the business needs
 - Dishwasher grants – Can help with the largest needs, but few businesses apply

Reusable Dishware Policy: Enforcement Challenges



No Jurisdiction with a Dishware Policy Felt Effective Enforcing It

- **Limited Staffing** – insufficient agency capacity to:
 - Support/train local business on dishware policy
 - Inspect local businesses for dishware policy compliance
 - Insufficient budget for outreach/enforcement
 - Lack of leadership priorities to enforce policy
 - Concerns about over-regulating the business community
 - Lack of interdepartmental enforcement cooperation
 - Lack of local commitment to enforce policy
- **Difficulty Collecting Violation Evidence:**
 - Staffing constraints
 - Weak penalty mechanisms
 - Complaint based enforcement only

Reusable Dishware Policy: Creative Compliance Solutions



Local Buy-in Needed to Ensure Policy and Enforcement Success:

Stakeholder engagement when developing policy:

- Business community affected by program requirements
- Departments affected by enforcement responsibilities

Avoid complaint-based enforcement:

- Businesses suffer when customers complain

Make penalties meaningful:

- Vary fines depending on the size and sales of the business
- Focus initial enforcement efforts on larger businesses first

Put compliance "burden of proof" on the business

- Send letters to all covered businesses asking for proof of compliance
- Consider requiring large venues and events hire greening consultants to improve overall environmental compliance

Ocean Friendly Restaurants



Mandatory Criteria (All Required)			Optional Criteria (Min 3 Required)		
 Only reusable foodware for onsite dining	 No expanded polystyrene use (aka Styrofoam)	 No plastic bags used for takeout or to-go orders	 Discount for customers with reusable items	 No single-use or bio-based plastic containers	 Vegetarian and vegan options offered regularly
 Paper straws provided only upon request	 Beverages are not sold in plastic bottles	 Proper recycling practices are followed	 Pre-packaged items not sold in plastic	 Composting efforts in place	 Energy efficiency efforts in place
 Single-use utensils, straws, condiments, and accessory items provided only upon request			 All seafood is 'Best Choice' or 'Good Alternative' as defined by Seafood Watch	 Efforts to conserve water and mitigate pollution are in place	

[OFR-Quick-Guide-2021.pdf - Google Drive](#)



SB 54 Updates: Regulations Approved

Santa Cruz County Integrated Waste Management Local Task Force
June 4, 2026

SB 54 Regulations Approved



On May 1, 2026,

- [Office of Administrative Law Approved Regulation Text](#)
- SB 54 Regulations Filed with the Secretary of State.
 - Title 14, CCR, Division 7, Chapter 11.1.
- Regulations took effect on May 1st filing date.

Note: Few changes were made to SB 54 regulations based on our local recommendations. CalRecycle has set up an SB 54 compliance portal for producer submissions. Local jurisdictions may be able to use the portal for CMC list collection extension/exemption requests (CCR 14 Section 18980.11.1 (c) and (h)(2)(c)).

SB 54 Regulation Requirement



On June 1, 2026, regulations required packaging producers to either:

1. Join a Producer Responsibility Organization (PRO);
 - Circular Action Alliance is California's only SB 54 approved PRO.
2. Register individually with CalRecycle and apply as an Independent Producer; or
3. Apply for a Small Producer Exemption if eligible.

SB 54 PRO Plan & What's Next



What's next now that SB 54 Regulations are approved?:

- SB 54 PRO Circular Action Alliance is expected to submit its Producer Responsibility Organization's Plan (PRO Plan) to CalRecycle in June 2026.
- CalRecycle is expected to review, conditionally approve, or approve the PRO Plan on January 1, 2027.
 - An approved PRO Plan is valid for five (5) years.
- Local Jurisdictions are required to begin accepting the full range of CMC listed materials for recycling or composting no later than the date CalRecycle approves the PRO Plan.

(14 CCR Section 18980.11(a) and PRC 42061 (c) & (d))

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Edible Food Recovery Memorandum of Understanding

Santa Cruz County Integrated Waste Management Local Task Force
June 4, 2026



Edible Food Recovery Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING
SANTA CRUZ COUNTYWIDE EDIBLE FOOD RECOVERY SERVICE AGREEMENT

This Memorandum of Understanding (MOU) to support cooperative edible food recovery projects is effective July 1, 2026, made by and between the County of Santa Cruz ("County") and the Cities of Capitola, Scotts Valley, Santa Cruz, and Watsonville for the purpose of entering into an agreement to fund a countywide Edible Food Recovery Service Agreement ("Service Agreement") to comply with the requirements of State law under Senate Bill 1383 (SB 1383). The Cities of Capitola, Scotts Valley, Santa Cruz, and Watsonville, and County may be identified individually as "Partner" or collectively as "Partners."

RECITALS

WHEREAS, SB 1383 requires the Partners to plan for, support, and accurately report countywide edible food recovery capacity; and

WHEREAS, SB 1383 requires the Partners to educate Food Recovery Organizations and Edible Food Generators about edible food recovery requirements and to annually collect and report information to CalRecycle; and

WHEREAS, the Partners have a mutual interest in the efficient countywide implementation of edible food recovery programs to meet SB 1383 to ensure adequate food recovery capacity; and

WHEREAS, the Partners have each received SB 1383 Local Assistance Grant funds from CalRecycle to support the implementation of SB 1383 within their local jurisdictions; and

WHEREAS, CalRecycle SB 1383 Local Assistance Grant fund reporting requires a Service Agreement with the Service Agreement contractor ("Contractor") and a Memorandum of Understanding between the Partners to certify valid expenses; and

WHEREAS, the Partners entered into that certain Memorandum of Understanding to support cooperative edible food recovery projects effective July 1, 2024, which expired upon the conclusion of the previous two-year Service Agreement;

WHEREAS, the Partners have determined that there will be mutual benefits to cooperatively engaging in a Service Agreement to hire a Contractor and share costs to support cooperative SB 1383 programs; and

WHEREAS, the Partners have agreed to extend for another year their support for the Edible Food Recovery Service Agreement by contributing a portion of their SB 1383 CalRecycle Local Assistance Grant funds to the County, as lead jurisdiction, according to their population based on CalRecycle's jurisdictional procurement targets at the time the previous two-year Service Agreement was entered; and

WHEREAS, the Partners wish to make clear their respective roles and responsibilities relating to the Service Agreement.

Attachment 3
Edible Food Recovery MOU – Presentation Slides

Edible Food Recovery Memorandum of Understanding

AGREEMENT

NOW THEREFORE, the Partners incorporate the above Recitals and agree as follows:

1. The County of Santa Cruz will act as the lead jurisdiction on behalf of the Partners and hold the Service Agreement with the Contractor selected by the County of Santa Cruz. The Contractor will be selected in consultation with and written approval from all Partners.

2. The Partners will contribute to a not-to-exceed cost of \$250,000 for a two-year extension to the Service Agreement, to retain said Contractor based on the funding commitments shown in Table 1, which are reflective of each jurisdiction's relative population as calculated based on CalRecycle's 4 SB 1383 jurisdictional procurement targets at the time the previous two-year Service Agreement was entered. This MOU shall expire upon the conclusion of the one-year Service Agreement extension. The surplus of \$11,115 includes grant funds committed to purchase and pay set-up fees for the countywide Garrit App subscription over the two-year SB 1383 Local Assistance Grant cycle (FY 2025-FY 2026).

Table 1: Cost Sharing by Population Based on CalRecycle's Jurisdictional Procurement Targets		
Jurisdiction	Cost Share	Percentage Share
Capitola	\$1,930	3.86%
Santa Cruz	\$10,750	21.51%
Scotts Valley	\$2,250	4.50%
Watsonville	\$9,835	19.67%
Unincorporated County	\$25,235	50.47%
Total	\$50,000	100.00%

3. The Partners agree this cost allocation set forth in Table 1 will only be used for the purposes of distributing the costs outlined in this Memorandum of Understanding, including the Service Agreement Scope of Work ("Scope") outlined in Attachment A2 and purchase and set-up fees for the countywide Garrit App subscription over the FY 2024-FY 2026 SB 1383. This allocation will not be used as a precedent, or to bind any of the Partners in any way, in cost sharing arrangements for any future cooperative waste management activities.

4. The Partners developed the Scope to increase countywide program consistency to benefit regulated businesses and food recovery organizations operating in various jurisdictions within Santa Cruz County and to reduce program costs for the individual jurisdictions by developing shared SB 1383 program components and implementation materials.

5. The County of Santa Cruz, Recycling and Solid Waste Services Section will be the primary entity responsible for the administrative management of the Service Agreement to oversee deliverables, approve invoices and provide billing information to partner jurisdictions.

6. The County of Santa Cruz will provide regular written reports to each Partner, at least quarterly, through billing and email updates to ensure compliance with the Scope. Any Partner may request specific information from County related to this MOU and the Service Agreement or a meeting with the County to discuss the Scope or any related deliverable under the SB 1383 Edible Food Recovery Service Agreement.



Edible Food Recovery Memorandum of Understanding

7. Recordkeeping and Audit.

7.1 The County must keep accurate records relating to the Service Agreement in a manner consistent with applicable state and/or federal laws and regulations.

7.2 Any and all records pertaining to the Service Agreement shall be readily available for examination and audit by any Partner. All such records shall be maintained until audits and examinations are completed and resolved, or for a period of three (3) years after the termination of this MOU, whichever is sooner.

8. Insurance and Indemnification.

8.1 Each party ("Indemnitor") to this MOU agrees to defend, indemnify, and hold harmless the other parties to this MOU, and the other parties' respective officials, officers, employees, and volunteers ("Indemnitees") from any claims, demands, damages, and liability of any kind or nature, including attorneys' fees and costs, but only in proportion to and to the extent that any such liability imposed on the Indemnitees is proximately due to the negligent acts or omissions of the Indemnitor, its officials, officers, employees, volunteers, invitees, or others under Indemnitor's control or authority relating to this MOU.

8.2 Each Partner represents and warrants that it is insured to honor its respective indemnification obligations provided herein and that the indemnifying Partner's insurance coverage shall be the primary insurance as respects the other Partners.

9. Amendment. This MOU may not be amended or modified in any respect except by written instrument duly executed by each Partner.

10. No Agency. It is understood that each of the Partners operate independently from one another and cannot enter into agreements or contracts as agents of the other. It is expressly understood and agreed that none of the Parties are in any way or for any purpose an agent of each other related to this MOU or the Service Agreement.

11. No Assignment. No party to this MOU can assign any portion of this MOU without the other Partners' prior written consent, unless otherwise stated herein.

12. Entire Agreement. This MOU contains the entire agreement of the Partners and each Partner acknowledges there were no other oral agreements, representations, warranties or statements of fact made prior to or at the time of the signing of this MOU.

13. Severability. If any term or provision of this MOU is declared invalid or unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect.

14. Waiver. Waiver by any Partner of any portion of this MOU shall not constitute a waiver of the same or any other portion hereof.

15. Governing Law. This MOU shall be governed by and interpreted in accordance with California law.

16. Notices. If either party shall desire or is required to give notice to the other such notice shall be given in writing, via email:

To COUNTY:
Kasey Kolassa, Recycling & Solid Waste
Services Manager
701 Ocean Street Room 410
Santa Cruz CA 95060
(831) 454-2377
kasey.kolassa@santacruzcountyca.gov
[name/title]

[address]

[phone]

[email]

To CAPITOLA:

Jessie Goldstein, City Manager
420 Capitola Avenue, Capitola CA 95010
(831) 475-7300
jgoldstein@ci.capitola.ca.us [name/title]

[address]

[phone]

[email]

To SANTA CRUZ:

Matt Huffaker, City Manager
City of Santa Cruz, City Manager's Office
809 Center Street, Santa Cruz, CA 95060
(831) 420-5010
mhuffaker@santacruzca.gov
[name/title]

[address]

[phone]

[email]

To SCOTTS VALLEY:
Rodolfo Onchi, P.E.
Public Works Director/City Engineer
701 Lundy Lane Scotts Valley CA 95096
(831) 783-5662
ronchi@scottsvallcity.gov [name/title]

[address]

[phone]

[email]

To WATSONVILLE:

[name/title]

[address]

[phone]

[email]@wv.org, City Clerk
225 Main Street Watsonville, CA 95076
(831) 768-3040
cityclerk@watsonville.gov

[address]

[phone]

[email]

Attachment 3
Edible Food Recovery MOU – Presentation Slides

Edible Food Recovery Memorandum of Understanding



Changes to the above information shall be given to the other party in writing ten (10) business days before the change is effective.

17. Counterparts. This MOU may be executed in counterparts, and when each party has signed and delivered at least one such counterpart, each one shall be deemed an original and, when taken together with other signed counterparts, shall constitute one agreement, which shall be binding on and effective regarding all parties. Facsimile and scanned signatures have the same force and effect as original signatures.

IN WITNESS WHEREOF, the parties execute this MOU as of the dates below:

COUNTY OF SANTA CRUZ

Approved as to form:

By: _____

County Counsel

Its: _____

Date: _____

CITY OF CAPITOLA

Approved as to form:

By: _____

City Attorney

Its: _____

Date: _____

CITY OF SANTA CRUZ

By: _____

Its: _____

Date: _____

CITY OF SCOTTS VALLEY

By: _____

Its: _____

Date: _____

CITY OF WATSONVILLE

By: _____

Its: _____

Attest: _____

By: _____

Date: _____

Approved as to form:

City Attorney

Approved as to form:

City Attorney

Approved as to form:

City Attorney

Edible Food Recovery Memorandum of Understanding



Attachment A2

DRAFT Scope of Work

A. Food Recovery Information Collection:

- Name, Location, and Contact Information for all known food recovery organizations and services operating within Santa Cruz County.
 - Annual amount of food collected from Food Generators by donor location/jurisdiction
 - Annual food recovery capacity (if greater than annual amount of food collected).
- Maintain Accurate Edible Food Recovery Agreement Records with Tier 1 and Tier 2 Food Generators to document SB 1383 local contract compliance.
- Name, Location, and Contact Information for Tier 1 and Tier 2 Food Generators.
 - Maximize food recovery from Tier 1 and Tier 2 Food Generators.

o Work with local jurisdictions to onboard challenging Food Generators.

B. Annual CalRecycle Food Recovery Data Report to each of five (5) local jurisdictions within the county

- Provide brief edible food recovery report to each jurisdiction for each calendar year by June 15 for submission by local jurisdictions as part of CalRecycle's Electronic Annual Report (EAR) including:
 - Pounds of estimated or weighed recovered food for the preceding calendar year.
 - Help jurisdiction to clarify list of and quantify total of all Tier 1 & 2 Food Generators.
 - Support the identification and quantity of Food Recovery Organizations and Services located within each jurisdiction.
- o Provide food recovery report for CalRecycle OWR grant as needed.
- Deliver brief edible food recovery report to lead contact at each of the five (5) local jurisdictions based on the calendar year.