

## STAFF REPORT

**DATE:** December 14, 2021

**TO:** City Council

**FROM:** Stan Gryczko, Director, Public Works Utilities & Operations  
Adrienne Heinig, Assistant to the Director  
Jennifer Gilbert, Conservation Coordinator

**SUBJECT:** Senate Bill 1383 Implementation Planning

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### **Recommendation**

1. Receive an informational report on the development of an Implementation Plan for the City to achieve compliance with the regulations in Senate Bill 1383 (also called Short Lived Climate Pollutants); and
2. Direct staff to begin Standard Collection Service compliance for organics collection, with contamination monitoring achieved via the maximum level of route monitoring; and
3. Direct staff to undertake the following to begin implementation of required programs and policies:
  - a. Return to Council with an amendment to the current agreement with Recology Davis for waste hauling services with:
    - i. Gradual change-out of residential organics and recycling carts
    - ii. One-time change-out of commercial recycling and organics bins
    - iii. Collection route monitoring
    - iv. Additional language as required by SB 1383 regulations
  - b. City staff and board membership of Valley Clean Energy (VCE) meet with VCE to discuss the procurement requirements within SB 1383 regulations, and how VCE may play a role in assisting the City with compliance; and
  - c. Work with the County to implement an edible food recovery program and return to City Council with:
    - i. A Memorandum of Understanding (MOU) with Yolo County for a countywide edible food recovery program,
    - ii. A request for authorization for the City Manager to commit to the expenditure of up to \$155,800 from the General Fund for the first year of edible food recovery operations, with direction that staff to seek other sources of funding, including but not limited to grant funds, to minimize the General Fund impact, and return with long-term funding proposals for the program before 2023.

## **Summary**

*The regulations within Senate Bill 1383, also called “Short Lived Climate Pollutants,” finalized in 2020, require entities, including the City of Davis, to implement program and policy changes to existing solid waste utility services to ensure diversion of organic wastes from landfills. Program requirements include additional reporting, outreach, monitoring and compliance requirements, as well as the implementation of a program to recover excess edible food.*

*Over the last year, city staff has worked with consultants, the City Attorney’s Office, officials from the Department of Resources Recycling and Recovery (CalRecycle), City commissions, county staff and staff of Woodland, West Sacramento, and Winters to develop the plan for how the City of Davis will adhere to these regulations.*

*As written, the City has limited choice in how to implement the regulations. This is based on the purposefully prescriptive requirements of the regulations to achieve uniformity in waste programs statewide.*

*The implementation plan as proposed by City staff would include Standard Collection Service compliance and contamination monitoring by review of solid waste collection routes, performed with Recology Davis. The plan also includes the request that Council direct staff to begin the negotiation of an amendment with the City’s waste hauling agreement with Recology Davis, and continue to work with Yolo County to implement a county-wide edible food recovery program.*

*The costs associated with the regulations will primarily be borne by the City’s Solid Waste Fund (520), and a cost of service study will begin in early 2022 to determine rate impacts. A portion of the program operations, however, will require an alternative funding source, as the edible food recovery component of the regulations does not apply to all customers. Staff recommends that the City utilize the general fund to cover the first year of program operation (while continuing to seek other sources of funding, such as grants), and direct staff to return with longer-term funding discussions. Council will be requested to take this action when the Memorandum of Understanding with the County and cities of Woodland, West Sacramento and Winters to implement the edible food recovery program is presented to Council, likely at the beginning of the next year (2022).*

## **Fiscal Impact**

Direction provided to staff on the implementation of new programs and revisions to existing programs associated with the regulatory requirements of Senate Bill 1383 will have a fiscal impact to the City. The exact impact to the City’s Solid Waste Fund (520) is undetermined at this time, as the program and policy actions to achieve compliance

with SB 1383 have not been implemented. It is anticipated that the cost of compliance with the programs and procedures will be fully understood at the conclusion of the next solid waste cost of service/rate study, which will be initiated in the beginning of 2022. The cost to develop the Implementation Plan and the staff time work with area jurisdictions, provide outreach and education is within the current year operation budget for the Solid Waste programs in Public Works Utilities and Operations (7701).

For the component of the regulations related to edible food recovery, Proposition 218 requirements limit the ability of the City to use rate revenue from solid waste customers to pay for the costs associated with the program. Nine businesses in Davis would be subject to the program for the first year, as identified Tier 1 generators. First year program operations, focusing on capacity development and program implementation, are likely to be higher than subsequent year costs, however in 2024, Tier 2 generator edible food recovery is required to start, and program costs will likely be higher for that implementation. The City could look to raise fees for identified generators only, however the City portion of the county-wide program costs (\$155,799) would mean an increase of a little over \$17,000 for each business. With the timing of program implementation, staff will recommend a one-time allocation from the City's General Fund to fund the first year.

### **Council Goals**

This effort is consistent with the Council Goals to Pursue Environmental Sustainability; Ensure a Safe, Healthy, Equitable Community and Foster Excellence in City Services.

### **Commission Input**

SB 1383 regulations represent sweeping changes in the solid waste sector and in waste handling across the State. As these changes impact many different aspects of the City's services, four of the City's Commissions have received either an introduction or held discussion on one or more aspects of the work toward compliance with the regulations. It is anticipated that City Commissions will continue to be involved with SB 1383 compliance as the regulations go into effect over the next few years. Commission discussions have included the following:

- *Recreation and Park Commission* - provided with an introduction via the consent calendar at their November 17, 2021 meeting.
- *Social Services Commission* - provided with introduction to edible food recovery and information on the County capacity study at their November 15, 2021 meeting.
- *Natural Resources Commission* - provided with informational items in March and May 2019 and August 2020, an introduction via the consent calendar at their September 27, 2021 meeting, a regular item discussion on the proposed Municipal Code updates and Implementation Plan at their meeting on October 25, 2021, a regular item discussion on edible food recovery at their meeting on

November 29, 2021, and a planned regular item discussion on organic waste product procurement in January 2022.

- *Utilities Commission* - provided with informational items in April and November 2020, an introductory presentation by staff at their July 21, 2021 meeting, and a regular item discussion on the proposed Implementation Plan at their meeting on November 17, 2021.

## **Background**

As outlined in the SB 1383 introduction to the Council on October 5, 2021 and the Municipal Code update from November 16, 2021, landfills are the third largest source of methane emissions in California. When buried in landfills, organic waste (including paper, cardboard, food scraps, food-soiled paper products, yard trimmings and other organic-based wastes) emit 20% of the state's methane (a climate super pollutant 84 times more potent than carbon dioxide) and air pollutants like PM 2.5 (which contributes to health conditions like asthma). Organic wastes make up half of what Californians send to landfills. Reducing the amount of organic waste in landfills can have a direct impact on the climate crisis, which is the purpose of SB 1383.

The State Department of Resources Recycling and Recovery (CalRecycle) has created a webpage for elected officials that outlines the roles and responsibilities that jurisdictions have under the new regulations:

<https://www.calrecycle.ca.gov/organics/slcp/electedofficials>

The final rulemaking for SB 1383 was completed by CalRecycle on November 3, 2020, with the final text of the regulations published in February 2021. Fortunately for Davis, solid waste programs and policies already in place contribute to the community being well on the way toward compliance with SB 1383, especially with the introduction of mandatory organics waste collection in 2016.

With the delays in finalizing the SB 1383 regulations, CalRecycle has prioritized three components of the regulations to be in place prior to January 2022: an enforceable ordinance, an edible food recovery program, and mandatory organics and recycling collection. The City implemented a mandatory organics and recycling program in 2016, and is working collaboratively with Yolo County, West Sacramento, Woodland and Winters staff to develop a county-wide Edible Food Recovery Program. On November 16, 2021, the City Council introduced the changes to the City's Municipal Code chapters on solid waste handling and procurement to ensure the enforceable ordinance would be in place. The second reading of that ordinance was at the December 7 City Council meeting, so the ordinance will be in effect and enforceable in January as prioritized.

What remains to accomplish prior to January 1, 2022 is for the City Council to direct staff to implement programmatic elements of SB 1383 compliance (for the elements in



which the City has a choice in how to comply), and to review the County-wide approach to edible food recovery and authorize the first year of operation. City staff, commissions and City Council will have many more discussions and actions to take for the implementation of SB 1383 in the years ahead.

### **Approach to Implementation Prior to January 2022**

It is important to keep in mind when discussing SB 1383, and the enormity of the regulations, why the rulemaking is purposefully prescriptive. Waste diversion is key to the success of this measure for combatting climate change; specifically keeping organic materials out of landfills. Historically, however, diversion has not been hugely successful in California, and statewide recycling goals are not being met. When the State looked closely at the reasons behind the limited success, a lot of the challenges had to do with variety; variety in bin types, services, educational topics, which recycling and/or organics programs are available where, etc., which in turn leads to significant confusion around where material should go, and intentional or unintentional placement of material in the incorrect bin.

To address these challenges, the SB 1383 regulations are purposely prescriptive, part of what makes the development of an implementation plan both complicated, yet straightforward. There are aspects of the SB 1383 regulations that are required independent of City input. For example, CalRecycle has already determined what waste collection bins should look like (color and labeling), where they are to be placed (everywhere each type of waste is generated), and exactly how often and what kind of education should be provided to all customers regarding waste sorting.

While staff were aware that the regulations contained a degree of detail not generally seen in solid waste regulations, the last 7 months of exploring the details of the regulations and working through the roadmap has highlighted the extremely limited flexibility the City will have to implement the regulations. As intended, this regulation creates a fairly uniform State-wide waste sorting program.

### **Consultant Reports**

SCS Engineers has generated the nine separate reports listed below (collectively “the Roadmap”), which are included as attachments to this memo. The majority of the reports are guidance documents that point out the City’s requirements and what is needed to fill any gaps in compliance with the regulations. Only two reports from SCS identified where the City has discretion on implementation: the *SB 1383 Collection Service Option Comparison*, and the *Recovery Rates, Pricing Adjustments and Every-Other-Week Program Options Report*.

A summary of the reports prepared by SCS, and information on key points from each is included here:

- Implementation Plan Report: The final report combines the main elements of the other reports to provide an overview of where the City is in regard to compliance with the regulations and the key steps that need to be taken to achieve compliance.
- SB 1383 Programs List: This shows the gap analysis of the requirements of SB 1383. It includes the current City programs that are already in place, and the areas that will need to be addressed for compliance. This gap analysis showed that the City is largely in compliance in a programs-level look at the regulations. Specific changes and new programs that need to be implemented include:
  - Establish protocols for self-hauling and back-hauling of organic waste
  - Increase outreach for the diversion of carpet, textiles, and clean wood waste from the landfill
  - Increase food waste prevention outreach materials and place on website, including information on ways to prevent food waste at home
  - Develop an edible food recovery program: create and distribute outreach, ensure Tier 1 generators have required food recovery contracts, receive annual inspection reports from the County, ensure required capacity, etc.
  - Provide specific SB 1383 outreach to all customers and edible food generators
  - Update labeling used on Recology bins and replace the lids and/or the entire bin for all Recology Davis recycling and organics bins (this does not need to be done until 2036, but all new bins purchased after January 1, 2022 need to be compliant)
  - Updating the City recycling webpage and Recology Davis' webpage to include the SB 1383 requirements
  - Work with the schools to ensure they have the right level of service for their organic waste stream
  - Provide compliant bins for waste diversion at all City facilities.
  - Provide regular outreach to City employees and contractors on waste sorting
  - Update the Davis Municipal Code to be compliant with the SB 1383 regulations, including the organics collection, edible food recovery, and Model Water Efficient Landscape Ordinance requirement portions
  - Amend the Recology Davis agreement to be in compliance with the regulations
  - Develop noncompliance outreach and a process to follow-up on any residential and commercial violations
  - Develop and plan and procure the required amount of organic waste products (5,544 tons per year)
  - Update special event permits for proper waste separation and food recovery

- Develop a records collection process for all aspects of the regulations and keep copies of all documents and records in the Implementation Record (IR). (Notices of Violations, outreach collateral, documentation of complaints and resolutions, etc.)
- SB 1383 Road Map and Timeline: This document takes the gap analysis and breaks it out into a timeline for compliance, suggesting roles for who will perform each task (City departments, hauler, etc.).
- Update to Organics Report: This report provides an update to the organic waste generation data from the 2017 Organic Waste Feasibility Study, to provide a high-level update on organics tonnages, programs that will affect organic tonnage and quality, estimates of the amount of organics in the disposed waste stream that could be recovered, and verification of the total organic waste capacity that the City will need to secure (via contracts) with an organic waste processing facility. The report also gives a brief update on the organic waste infrastructure that is present and in development near the City.
- Organics Collection Service Options Report: This report gives an overview of the two organic waste service options available (Standard Collection Service and Performance-Based Service) as well as a cost analysis of both options for consideration. It provides the City with details to consider before choosing which option it prefers to implement. This report also offers the City options for how the City will perform the required contamination monitoring, either with route reviews or waste evaluations.
- Edible Food Recovery Report: This report reviews the City's requirement for a food recovery program and serves as a companion piece to the County Edible Food Recovery Capacity Analysis. The report offers some best practices to consider when evaluating partnership opportunities for SB 1383 compliance, and suggests some possible funding opportunities. Additional discussions on funding have been suggested for the Social Services Commission.
- Recovery Rates, Pricing Adjustments and Every-Other-Week Program Options Report: This report offers the City additional items that it can consider for solid waste collection and rates that are available under the SB 1383 regulations. These are all additional items that the City can consider implementing and are not strict requirements of SB 1383.
- Cost Analysis: This provides a basic cost analysis of various components of implementing the SB 1383 regulations.

### **Program Options for Consideration**

Through their reports, SCS explored where the City has choices in program implementation and provided data for City staff, commissions and the City Council to determine the best path toward implementation. The reports have been provided to the Natural Resources, Social Services and Utilities Commissions for review and discussion prior to this Council review and direction process. Each of the three main

implementation options that will be required to be in place by January 2022 are described below for consideration, and are accompanied by Commission discussion and/or recommendations where applicable.

### **Organics Collection: Standard Collection versus Performance-Based Collection**

In writing the organic waste regulations, CalRecycle gave jurisdictions two options for compliance with organics collection: Standard Collection Service and Performance-Based Collection Service. The City needs to decide which option it wants to pursue.

Standard Collection Service includes extensive outreach, contamination monitoring (which could be performed via route monitoring or waste evaluations) and associated bolstered staffing requirements. However, there is no performance metric for the jurisdiction. As long as the jurisdiction performs all the required organic waste collection, education and outreach, waivers, enforcement, and recordkeeping requirements of SB 1383, the jurisdiction cannot “fail” this compliance option. Challenges for this option include the necessity of regular bin inspections, and violation notices and fees for non-compliance.

Performance-Based Service is an option for jurisdictions with a successful organics collection program to prove, through waste evaluations that are performed twice a year, that the municipal solid waste (MSW) sent to landfills has low levels of organic waste (no more than 25% of the total). These waste evaluations involve getting samples of MSW from the jurisdiction and sorting through it to determine the amount of organic waste it contains. The benefit to this option is that the jurisdictions do not need to perform some of the required outreach and education, service waivers, enforcement, and recordkeeping requirements otherwise related to organic waste collection service. Challenges for this option include the cost of waste evaluations (they are expensive, estimated at \$350k-\$400k per year), and if the jurisdiction were to find more than 25% organic waste in the MSW at the landfill (by an annual average), the City would be required to switch to Standard Collection Service. Without the education, outreach, enforcement, etc. required by the Standard Collection Service, maintaining less than 25% of organics in the MSW will be very difficult to achieve. This makes this option both more expensive than the Standard Collection Service option and a higher risk.

The cost comparison between the Standard Collection and Performance-Based Service is shown in the table below (from the Organic Collection Service Options Report).

Estimated Range in Annual Cost Comparison

Compliance Activity	Standard Collection Service			Performance-based Service
	Route Reviews by City Staff	Route Reviews by Hauler	Waste Evaluations	Waste Evaluations
Contamination Monitoring (Minimum)	\$26,200	\$11,600	\$257,300	\$352,700
Contamination Monitoring (Maximum)	\$43,400	\$16,500	\$293,300	\$400,700
City Staff Time for Supporting Compliance Activities*	\$14,500	\$14,500	\$14,500	\$6,400
<b>Total Minimum Estimated Cost</b>	<b>\$40,700</b>	<b>\$26,100</b>	<b>\$271,900</b>	<b>\$359,000</b>
<b>Total Maximum Estimated Cost</b>	<b>\$57,900</b>	<b>\$31,000</b>	<b>\$307,800</b>	<b>\$407,100</b>

\*Only includes estimated staff time for compliance activities that differ between the service options

Due to the time involved to qualify (via performing waste evaluations) for Performance-Based Collection Service, as of January 2022, the City will need to start with Standard Collection Service. However, if the City completes a waste evaluation, and if the results are favorable with only 25% of the MSW being organics, the City can let CalRecycle know that it wishes to switch to the Performance-Based Collection option.

In moving forward, the City has three options that were called out by SCS:

- **Option 1: Conduct a waste evaluation in 2022 before choosing the collection service option.** While this option is expensive, it may provide data to inform if the City would qualify for Performance-Based Collection Service. The City would need to continue with the Standard Collection Service for the interim, and after the results of the waste evaluation are obtained, if the City meets the minimum requirements, the City could decide whether or not to pursue the Performance-Based Collection Service or stick with the Standard Collection Service.
- **Option 2: Proceed with Standard Collection Service and utilize waste evaluations for contamination monitoring.** This is the most expensive option of the three. The waste evaluations could allow the City to switch to the Performance-Based Collection Service at a later date, while the data from the

evaluations can inform the City of the effectiveness of the Standard Collection Service activities and direct any needed outreach/programs.

- **Option 3: Proceed with Standard Collection Service and utilize route reviews for contamination monitoring.** This is the lowest cost option, but would not provide quantitative data on the amount of organic material still being landfilled from waste evaluations. This option would also place more emphasis on monitoring sorting behavior of individual service accounts and addressing contamination immediately where it is found, rather than a broader view of City-wide contamination. If the City were to select this option, it can decide who would perform the route monitoring (Recology or City staff) and what level of monitoring it would perform (the bare minimum required by the regulations, or a statistically valid sampling program).

The City has not performed a recent waste evaluation (the last one was a waste characterization study in 1990), so it is unknown how much organic waste is currently in the MSW that is sent to the landfill. However, an audit of the organic waste loads hauled by Davis Waste Removal in 2017 showed that the loads contained only 2-3% food scraps (and food-soiled paper) and the loads were primarily comprised of yard materials. While City staff do not know how much this may have changed in the last 4 years, this low food-scrap content is likely indicative of a higher-than 25% content of organics in the MSW. This assumption is also reinforced by feedback and communication from customers who are utilizing organics carts for yard materials, but remain a little confused by where to dispose of food waste and food soiled papers.

The outreach, education, contamination monitoring and enforcement required by Standard Collection Service should lead to a decreased amount of organics in the waste stream. After a year or more of Standard Collection Service, there may be a significant enough shift in how waste is sorted by customers that the City could consider a waste evaluation to (at the same time) determine the current status of the waste diversion programs, give data to help direct where future improvements are necessary, and consider whether or not to pursue shifting to the Performance-Based Collection option.

#### Commission Discussion/Recommendations:

*Natural Resources Commission - October 25, 2021*

While the Natural Resources Commission (NRC) did not make formal recommendations on the Implementation Plan at their meeting on October 25, 2021, discussion included suggestions that the City begin January 2022 with the Standard Collection Service Option, and consider the implementation of the Performance-Based option at a future date, after a waste evaluation can be conducted.

### *Utilities Commission - November 17, 2021*

At their meeting on November 17, 2021, the Utilities Commission supported staff recommendation for Standard Collection.

Staff Recommendation: Given the high degree of population turnover in the City of Davis, it is unlikely that the City could maintain such a high degree of waste diversion without the regular education, outreach, and enforcement that are part of the Standard Collection Service. Staff recommends that the City pursue the Standard Collection Service option for the foreseeable future. Once implementation is in place and has been running for a few years, if fiscally feasible, the City can consider a waste evaluation to determine program effectiveness.

### **Contamination Monitoring**

In order to ensure that the maximum amount of organic waste is diverted from the landfill, the SB 1383 regulations require jurisdictions to monitor recycling, organic, and trash bins for *contamination*—when items are placed in the wrong bins. Recycling and organics bins can become contaminated when non-recyclable or non-organic waste items are placed inside. Trash bins are considered contaminated when they contain recyclables or organic waste.

If the City were to choose the Performance-Based Collection Service option, the required twice-a-year waste evaluations would satisfy the contamination monitoring requirement. If the City chooses the Standard Collection Service option, the City could either perform waste evaluations or annual route reviews (visual inspections of containers along all hauler routes) to check for prohibited container contaminants. These inspections could be done by flipping lids and looking inside the containers, using cameras on collection trucks, or other contamination monitoring technology.

Recology Davis does not have the types of cameras or other technology to video monitor for contamination at the present time. The City has briefly looked into alternative monitoring technologies, none of which appeared to offer much benefit in comparison to the cost and time required to implement, however staff of the City and Recology Davis will continue to track technology improvements and routinely re-evaluate the best options for compliance.

Contamination monitoring via lid flipping can be performed by either City staff or Recology Davis staff. The SCS report looked into the pros, cons, and costs of both options as well as the minimum number of lid flips required by the regulations, and the maximum required for a statistically valid sampling. These cost estimates, as well as the cost of waste evaluations, are provided in the chart below.

Estimated Annual Cost of Route Reviews Compared to Waste Evaluations

Method	Minimum Annual Cost	Maximum Annual Cost	Weeks of Field Work/Year
<b>Hauler Route Reviews (Standard Collection Service)</b>	\$11,600	\$16,500	3 to 6
<b>City Staff Route Reviews (Standard Collection Service)*</b>	\$26,200	\$43,400	6 to 12
<b>Waste Evaluations (Standard Collection Service)</b>	\$257,300	\$293,300	8 to 10
<b>Waste Evaluations (Performance-based Service)</b>	\$352,700	\$400,700	11 to 13

\*Assumes the City's Environmental Program Specialist conducts field work

Commission Discussion/Recommendations:

*Natural Resources Commission - October 25, 2021*

In the discussion, the minimum level of lid flipping was suggested by commissioners for contamination monitoring, so that the City could save funds for waste evaluations once the SB 1383 programs are firmly in place. Furthermore, the NRC discussion included the suggestion that City staff perform the lid flipping rather than Recology, so that staff can better understand the waste sorting practices of the community and be better equipped to address outreach and communications to resolve any issues identified. Commissioners also requested that any materials left by staff upon performing the lid flips include the name and contact information for staff, to ensure the customer can reach out for more information on proper waste sorting, and that the "oops tags" that are left behind clearly indicate when the issue must be resolved.

*Utilities Commission - November 17, 2021*

During the discussion on this item at the Utilities Commission meeting, the Commission supported staff recommendation for the maximum level of lid flips, with the monitoring performed by Recology Davis. An important consideration that arose during the discussion on contamination monitoring focused on the use of photography in enforcement. Of concern was the potentially sensitive nature of material placed in the trash, and the issues with retaining photographic evidence of trash contamination linked with the address (specifically privacy concerns). It was requested by the Commission that staff look for opportunities to avoid using photographs in contamination monitoring, or consider a tiered approach where photographs would be used in escalating enforcement only. Commissioners also recommended looking into mechanisms to have checks and balances on the lid-flips if performed by Recology (employing third party contractors, for example, or having City staff perform spot-checks).



In looking to implement the monitoring programs, staff cautions that the use of photography in both monitoring and enforcement may be necessary. In contamination monitoring (independent of enforcement), photographs aid staff to validate the findings of route reviews performed by a third party, or by other City staff, and documented evidence of contamination can be a useful tool in educational processes. When enforcing City code, photographs are often necessary to demonstrate the repetition of the violation and provide proof for the purposes of the citation process. Staff understands the concerns raised during the Utilities Commission discussion, however, and will work to develop monitoring and enforcement programs with the consideration in mind. Staff will add information on managing secure documents and services that are available for free to shred material (such as Recology's free shred events) in upcoming community outreach about SB 1383.

Staff Recommendation: City staff recommends that the City start off in 2022 with Recology Davis staff performing the maximum amount of lid flips to monitor for contamination. The higher level of monitoring can help to increase the amount of proper waste sorting and lead to an overall increase in the amount of recyclables and organic materials being diverted from the landfill. This would require an amendment to the Recology contract.

Staff feels that Recology is better situated to perform the route monitoring more effectively due to the complex nature of waste collection service. In order to effectively perform lid flipping, the bins should be checked just before they are emptied. For residential customers, this timing is fairly straightforward, as all residential customers are serviced by neighborhood on a set collection day each week. These days do not change. The challenge is that the bins would need to be sampled before the Recology collection trucks arrive, necessitating some coordination beforehand to know the route times (which can change from week to week).

Commercial route monitoring is much more complicated. Commercial trash and organics service can change on a daily basis when a business requests more/less frequent collection, changes to service dates, numbers of bins, etc. The person performing the lid flips would need to know the route in advance to make sure they are performing the inspections before the bins are serviced. A Recology employee could easily access their database to pull this data before heading out to perform the lid flipping. For a City employee or other outside contractor to perform this monitoring, it would require more careful communication and collaboration to ensure that they have the correct route information for that particular day they will be performing the route monitoring.

## **Edible Food Recovery**

The main focus of SB 1383 is waste diversion and associated methane reduction. However, a secondary benefit in redirecting food that should not go to waste was identified in the regulations, along with the complementary high need for serving those in the community that are food insecure. As a practice, informal and smaller versions of this kind of program are already in place (and have been, for many years) with grocery stores and other large food distributors donating food that they will not sell, but is still safe to eat (e.g. slightly damaged goods, misshapen vegetables or fruit, an excess of a certain product, etc.).

The introduction of what could be characterized as a social services benefit program within the jurisdiction of solid waste professionals has been a challenge, and the development of a program to meet the dual goals of benefitting the community of Yolo County as a whole, and meeting the requirements of prescriptive regulations has been especially complicated. Throughout program development, which, for the City of Davis, is coordinated at the County level, County and City staff have agreed that the development of the program should be a part of a larger and separate conversation from strictly SB 1383 regulatory compliance, with inclusion of the social services sector, who have the most experience with these types of programs.

While the rulemaking for targets related to edible food recovery was not approved until November of 2020, County Integrated Waste Management Division (IWM) staff began working with City staff on SB 1383 Edible Food Recovery in December of 2019. This work included defining the requirements of the new regulations and working closely with CalRecycle to narrow down the list of Tier 1 and Tier 2 Commercial Edible Food Generators that will be required to participate in Edible Food Recovery by January 1, 2022, and January 1, 2024, respectively. Tier 1 Commercial Edible Food Generators include grocery stores, supermarkets, and wholesale food distributors. Tier 2 Commercial Edible Food Generators include large hotels, restaurants, and health facilities as well as large events and venues, and schools with an on-site food facility.

### *City of Davis Implementation Plan*

SCS reviewed the City's progress toward compliance with SB 1383's edible food recovery requirements within the context of countywide program efforts. They reviewed the City's list of Tier 1 and Tier 2 edible food generators to confirm the list was complete and provided a Matrix of Best Practices for the City to use as criteria to evaluate partnership opportunities with edible food generators, recovery organizations and agencies, and other stakeholders. Potential funding sources were documented for expanding edible food recovery programs. SCS confirmed that Davis has 9 Tier 1 businesses (only two of which do not currently have food recovery programs) and 6 Tier 2 businesses.

### *Countywide Edible Food Recovery Planning*

Yolo County hired a consultant to perform the edible food capacity study, the completion of which is a specific requirement every 5 years under the SB 1383 regulations. The consultants' work included engagement with 30 food recovery organizations in Yolo County, as well as various Tier 1 and Tier 2 generators. County and City staff also hosted a stakeholder meeting on August 25, 2021, to engage the Tier 1 generators in this process, as each generator will be required to comply with this portion of the regulations. In an effort to be ahead of the rollout, County IWM staff worked with Yolo County Environmental Health to develop an inspection checklist and review protocol that will be needed to ensure food is recovered in a safe manner. Each step of this process has been reviewed by CalRecycle, who has been in support of the County efforts and regularly applauds Yolo County as leading the pack in terms of compliance preparations.

Upon the completion of the study, County IWM staff worked with city recycling program and management staff from Davis, West Sacramento, Winters, and Woodland to review the edible food capacity report. Collectively, the city staff supported the recommended actions and funding allocations for year one of SB 1383 Edible Food Recovery requirements:

- Contribute funding to support the network of 9 food recovery organizations outlined on Page 17 of the Edible Food Recovery Capacity Study and Funding Assessment, as well as the Yolo Food Bank (YFB) at a level that has been verified and is consistent with SB 1383 requirements. This funding would be split equally by all Yolo jurisdictions based on the number of Tier 1 businesses they have. Davis' portion of this funding is \$155,799.
- Recommend that Tier 1 generators work with the 9 food recovery organizations highlighted in capacity study, two of which are located in Davis. These 9 organizations are being recommended because they already use approved food recovery safety guidelines, they have existing capacity available to take on additional recovered food, and they have been reviewed and approved by the Yolo County Environmental Health (EH) for meeting health and safety requirements. This list is not static and other organizations can be added at any time with Yolo Environmental Health approval.
- The consultant looked at three different models to estimate the potentially recoverable food in the County (as is required by SB 1383 in order to determine the current edible food recovery capacity within the County) and determined that the CalRecycle Model Calculator was the best estimate for the County to use on the outset of program development.
- Recommend that the County create an Edible Food Recovery MOU with all the Cities and the County to identify jurisdictional responsibilities, roles and the division of expenses for the county edible food recovery program.

These actions were presented along with the Edible Food Recovery Capacity Study and Funding Assessment to the Yolo County Board of Supervisors at their October 12, 2021 meeting and the Board was in full support, making the following motions:

- A. Direct County staff to finalize an MOU between the five jurisdictions to secure the staff recommendation;
- B. Direct County staff to secure agreements with each of the nine food recovery organizations identified as having the capacity and with the Yolo Food Bank; and
- C. Direct County staff to establish long-term goals to assist Tier 2 Edible Food Generators in gaining compliance by 1/1/24 and come back to the Board with a "beyond the requirements" proposal by 1/1/26 based upon the diversion efforts achieved with Tier 1 and Tier 2 Generators.

The County's current recommendation on a course of action requires commitment from a number of agencies, and County and City staff are working with the identified food recovery organizations. City staff is fully supportive of the network approach to program development, particularly with consideration of the lack of food recovery organizations in some areas of the County, and in preparation for the collection of prepared food from Tier 2 generators starting in 2024.

Within the regulations as finalized, edible food recovery organizations can choose whether or not to participate in the program. Since the approval of the recommended course forward, the Yolo Food Bank has declined participation in the program as presented in the recommendations of the County's consultant along with the funding that was offered to assist with countywide food recovery (funding that was identified for staffing, equipment, and a truck). While unfortunate, this does not change the County's plan to proceed with a network approach to a countywide food recovery program. The funding previously allotted to the Yolo Food Bank can be shared between the other food recovery organizations to assist in building up their capacity in order to accept larger donations of food. Key in the recommendations from the County's study is that the Yolo Food Bank, while a valued partner in the development of a countywide program, was not recommended to receive additional food from generators as the Yolo Food Bank had already indicated that they had reached their capacity. It was already assumed that the additional capacity within the County would be coordinated among the remaining nine food recovery agencies.

As City and County staff have seen from performing recent site visits and engaging in discussions with these other food recovery organizations, there are additional ways that these organizations can expand their capacity, outside of what was identified in the County report. Additional expenditures have been identified as ways that these organizations can increase their capacity and utilize additional funds.

### *Beyond the Requirements for Edible Food Recovery*

An important highlight to the action of the Board of Supervisors was the direction for staff to return with a “beyond the requirements” proposal in 2026 (with a request that it be sooner, if possible), based on the program data and achievements from two years of full operation, that is to say two full years of food recovery from Tier 1 and Tier 2 Generators. This is important for two reasons. The first reason connects back to the introduction of this section, with the complicated nature of introducing this type of program within the purview of solid waste professionals and building the reporting and recordkeeping structure, as well as the oversight required, from scratch.

The second reason is that dramatic difference between the edible food generated by Tier 1 versus Tier 2 Generators. Starting in 2024, edible food must be collected from Tier 2 Generators that is not shelf-stable, has different health and safety handling guidelines than the majority of food collected from Tier 1 Generators, and that current well-established recovery organizations do not have the capacity to collect or redistribute within current program models. Within the development of the regulations, CalRecycle deliberately spaced out the collection of edible food from Tier 1 and Tier 2 distributors to allow for jurisdictions to acclimate to the recovery of food not historically collected, before tackling the more complicated task of developing programs from what is essentially scratch.

By setting the “beyond the requirements” discussion at 2026, after two years of full food recovery operations, staff, County Council, and Supervisors can review the operational data to determine if the program is meeting expectations, exceeding expectations, or is below expectations, and make informed determinations of what going “above and beyond” means for each jurisdiction, especially when considering sources to fund the program.

### *Edible Food Recovery - Funding*

An important consideration in discussing the requirements related to SB 1383 is the question of funding, and how the County and the cities will look to roll out the mandates from the State within the constraints of local budgets. The question of funding has been a central part of the discussion, as initially the jurisdictions needed to first perform a county-wide Edible Food Capacity Study to determine what capacity exists, and where gaps in capacity could be identified, and how much increasing this capacity might cost, before discussing how funding was to be obtained.

Secondary to the determination of what capacity is needed and where, Yolo County jurisdictions needed to determine how that cost associated with the additional capacity needs was to be divided up between the jurisdictions. As discussed above, through the Countywide Edible Food Capacity Study and the associated discussions between the

jurisdictions and before the County Board of Supervisors, a method of how this can be accomplished has been suggested, pending approval of each city's Council. Once each jurisdiction has their cost share identified, the cities can direct their focus on identifying their funding source to build the edible food capacity and contribute to the County-wide running of the edible food recovery program.

The majority of the mandates within SB 1383 can be fully-funded through solid waste rates, which is the main way that jurisdictions in Yolo County fund solid waste programs. However, there has been an outstanding question as to whether or not edible food recovery programs, especially those programs that exceed the minimum requirements of CalRecycle, can be paid for through rate revenue.

Currently, solid waste programs are funded in Davis via solid waste rates, established through a Proposition 218-compliant rate setting process conducted at five-year intervals. This means the solid waste utility is an "enterprise fund," and is fully supported through rate revenue. Proposition 218, approved in 1996, sets specific requirements on how rates can be formulated and charged, including the requirement that utility rates be set to ensure that customers pay only their proportional share of the (in this case) solid waste rates, and do not intentionally or unintentionally subsidize other utility customers.

Because of the requirements within Proposition 218, it is clear that rate revenue of customers that do not fall within the requirements for food recovery (i.e. businesses not identified as generators, either Tier 1 or 2 and residential customers) cannot be used for edible food recovery programs. With this, the City has three choices:

- To consider alternatives to fund the program that are more influenced by external factors and other priority programs (the general fund), or
- To consider funds that could be highly competitive or temporary (grant funds), or
- Explore other options for how the program could be funded via fees or other sources, or
- Divide the cost of program operations among the identified generators. This would be dividing \$155,799 by 9 for the first year of operation, or charging \$17,311/year for each generator.

City staff is continuing to work with the City Attorney's Office to identify funding options, as well as explore and pursue grant opportunities with the rest of the county jurisdictions, and plan to return to Council with long-term funding recommendations for this program. It is unlikely, however, that these discussions and grant awards will be complete or available by the required start of program operations (January 2022).

#### Commission Discussion/Recommendations:

As the structure of the edible food recovery program is still being developed, and depends on Council action to implement key steps, the City commissions reviewing the

Implementation Plan, or the Edible Food Recovery program specifically have reviewed *the direction* suggested by the County report and supported by jurisdiction staff.

*Social Services Commission – November 15, 2021*

On November 15, 2021, City and County staff visited the Social Services Commission to discuss the SB 1383 edible food recovery requirements and the countywide plans. The Commission was provided with a brief summary of the SB 1383 regulations, and a report focused on edible food recovery program development. Discussion by the Commission was very positive. Topics included:

- How UC Davis could be involved with the countywide coordination of edible food recovery programs
- The identification of the intersection between climate justice and social services within the edible food recovery program
- How the Social Services Commission could look to provide long-term support and provide assistance for organization of the programs within the community.

In response to a question on the amount of the funding dedicated to the program (and if the City should consider spending more), staff indicated that the amount is based on the additional resources necessary to collect the edible food not currently being collected, and based on the first year of program operation. Staff reiterated that program operation and data will help guide the costs associated with future years, and where the need is still unmet. At the close of the discussion, the Commission made the following motion:

Motion: Support for the countywide edible food recovery program approach, and offer the social services commission support for the long term.

Moved by Chair Ennis, seconded by S Perez. Motion passed unanimously.

*Utilities Commission - November 17, 2021*

The focus of the Utilities Commission discussion was on programmatic elements such as the collection service type, and monitoring processes, however the Commission did review and discuss the County capacity study and the proposal for the approach to edible food recovery. At the close of the discussion, the Commission made the following motion:

Motion: Support for the network approach to the edible food recovery program as presented by the County and the cities.

Moved by E Roberts-Musser, seconded by J Troost. Motion passed with one abstention.

*Natural Resources Commission – November 29, 2021*

At their meeting on October 25, 2021, the Natural Resources Commission reviewed both the suggested ordinance updates and the Implementation Plan. While the majority

of the conversation at the NRC focused on the ordinance updates, the Commission did start the discussion of the Implementation Plan. The dialogue ended at the edible food recovery portion due to time constraints, however the Commission appointed two members (Michelle Byars and Margaret Slattery as alternate) to attend the Social Services Commission meeting discussion on edible food recovery and report back to the NRC at their meeting on November 29. In returning to the Commission with the focused discussion on edible food recovery, the Commission did not make a formal recommendation on the program or suggested structure, highlighting that the program independently would likely not fall within the Commission purview. Commissioners voiced appreciation for receiving the information as an update, and overall had nothing negative to say about the county-wide approach being proposed by staff. Concern was voiced about the budget recommendations within the County study, and whether those numbers would still be accurate with Yolo Food Bank declining to participate. Staff indicated that the budget previously allocated toward the Yolo Food Bank would instead be redirected to the nine identified food recovery agencies, to expand their capacity further. As has been noted by staff, the program development is focused on additional capacity, not replacing existing capacity for food collection.

Staff Recommendation: Coordination of the edible food recovery program across the County is supported by staff and management of each of the County's five jurisdictions, and was recommended as the approach by the Yolo County Board of Supervisors. Staff recommends that City Council approve the commitment to a countywide approach to edible food recovery by directing staff to return to Council with the following:

- An Memorandum of Understanding (MOU) with Yolo County for a countywide edible food recovery program,
- Coordination with the County and the nine identified food recovery organizations to secure agreements as required by SB 1383, and
- Approval of the expenditure of \$155,800 from the City's General Fund (and any additional sources that may be identified) to support the City's obligation for the first year of edible food recovery program operations (with commitment from staff to seek other sources of funding where possible), with the direction that staff return with long-term funding proposals for program support before the second year of program operation (2023).

### **Procurement**

The SB 1383 regulations define two different types of procurement that the City is required to implement: the purchase of recycled-content paper and the procurement of organic waste products. The City's existing purchasing policy already meets the recycled-content purchasing requirements of SB 1383, however program adjustments do need to be made internally to implement the increased recordkeeping requirements. The procurement of organic wastes is a larger consideration.



Organic waste products are defined by the regulations as certain products that are made from organic waste that is diverted from the landfill. This can include compost, mulch, CNG, energy, and other products made from organic waste facilities. This definition does not include mulch made from trees that were trimmed or removed and chipped onsite.

CalRecycle sets a certain amount of organic waste product that must be procured by each jurisdiction on a per capita basis: 0.08 tons of organic waste per California resident per year. CalRecycle will annually provide the City with its procurement target, which is recalculated every 5 years. CalRecycle has notified the City that our procurement target from January 2021 through December 2026 is 5,544 tons of organic waste products. This roughly equates to the amounts in the following table.

Recovered Organic Waste Product	Quantity Procured Annually
Renewable Gas in the form of Transportation Fuel	116,416 DGE
Electricity from Renewable Gas	1,341,551 kWh
Heat from Renewable Gas	121,959 therms
Electricity from Biomass Conversion	3,603,340 kWh
Compost (tons)	3,215 tons
Compost (cubic yards)	8,038 cubic yards
Mulch	5,544 tons

As an illustration of context, each year the City offered the compost giveaway (prior to the impacts of the COVID-19 pandemic), City staff distributed 40 cubic yards to the community.

While the procurement requirements are considerable, it is important to note that the City does not need to buy or use the organics products itself to meet this requirement. The City could use a direct service provider to meet the procurement obligation. Some discussion of possible options and challenges is included below:

Vehicle fuel: The City does not have a fleet of vehicles that can meet this requirement via fuels. Recology has their own refueling center and only a small amount of the CNG comes from organic waste. Unitrans has the same fuel source, at a different fueling facility. This will not be of much use to meeting the procurement target.

Energy from renewable gas: The City could explore opportunities for procurement of electricity from organic waste products with community partners including Valley Clean Energy and the Yolo County Central Landfill.

Compost: At the present time, the City's Parks Division utilizes a few cubic yards of compost per year. The City's annual compost giveaway event distributes 40 cubic yards at a time. In order to reach the procurement goal, the City would need a significantly larger amount of compost utilized. An organic waste flow agreement with a composting facility could be used to secure the required amount of compost at a discounted rate. This could cost the City up to \$10 per cubic yard of compost, for an annual cost of \$80,250 to purchase the compost. Key considerations with this option would include where the City would store the compost, and how it would ultimately be used.

As this component of the regulations is more or less straightforward, and the City wished to focus the efforts of SCS on key areas that were more complex, the reports produced by SCS do not include procurement recommendations. Staff would appreciate any suggestions on avenues for the City to consider from the Council.

Commission Discussion/Recommendations:

*Natural Resources Commission – October 25, 2021*

As part of the discussion of the implementation plan, there was some discussion with the commission on organic waste procurement options. The NRC requested that staff return for a procurement-focused discussion in January 2022. After that discussion, staff will return to Council with more defined options to consider.

*Utilities Commission - November 17, 2021*

At their meeting on November 17, 2021, the Utilities Commission reviewed the implementation plan and discussed the requirements related to procurement of organic waste products. During that discussion, the Commission made the following motion:

Motion: Recommend that the City Council give direction to City staff, and through membership on board of directors with Valley Clean Energy (VCE), to look into VCE playing a material role in the procurement requirement of SB 1383 through the electricity generation aspect of that requirement.

Moved by L Kristov, seconded by E Roberts-Musser. Motion passed unanimously.

Staff Recommendation: City staff recommends that the City consider working with VCE to look at options to obtain energy that meets the SB 1383 procurement requirement. Time is of the essence however, as all jurisdictions in California are struggling with ways to meet their procurement target. The sooner the City is able to obtain the procurement target the better. Staff also recommend that any organics waste flow agreement the City considers has an element that allows the City to procure organic waste products, such as compost.

### **Next Steps - Short Term**

Staff continues to work on implementing SB 1383 regulations in the near-term, focusing on those elements that are prioritized to be in place as soon as possible per the regulations. These include the following:

#### **Organics waste flow agreement**

This is required to be in place by August 2022. The City is working with the County to secure a short-term agreement (5 years) and will bring it to Council in the near future. UC Davis is completing their internal review of the UCD/City Organics Feasibility Study, after which staff will bring it forward to commissions and council for review and discussion of a longer-term organic waste management plan.

#### **Recology contract amendment**

Several elements of the SB 1383 regulations require that the City to amend the agreement with Recology Davis to include certain collection and hauling elements, as well as any activities as directed by Council in the implementation planning process. Staff will return to Council in early 2022 with the amendment for review and action.

#### **Additional Actions Needed for Compliance**

As called out in the SCS implementation plan, there are various internal City policies (City bin systems, facility rentals, long-term rental agreements/contracts, etc.) that are in the process of being updated to be in compliance with SB 1383. Recycling program staff are working closely with staff from other City departments to ensure that these updates are made.

### **Next Steps - Long Term**

In addition to the short-term actions required for compliance, staff will return to Commissions and City Council in 2022 and beyond with long-term implementation. The compliance and reporting deadlines associated with SB 1383 are placed at intervals over the next 15 years to allow jurisdictions to have the time to plan and implement program elements. With the regulations finalized, future discussions around compliance will benefit from more time for planning than this first stage, in addition to consultations from other jurisdictions implementing the regulations as well.

### **Attachments**

1. SB 1383 Implementation Plan Report
  - A. SB 1383 Road Map and Timeline
  - B. SB 1383 Programs List

- C. Organics Report Update
  - D. Organics Collection Service Options Report
  - E. Edible Food Recovery Report
  - F. Recovery Rates, Pricing Adjustments and Every-Other-Week Program Options Report
  - G. Implementation Cost Analysis
2. Yolo County Edible Food Recovery Capacity Study and Funding Assessment

# SB 1383 Program Planning Report

City of Davis  
Public Works Utilities and Operations Department  
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**SCS ENGINEERS**

01221029 | October 13, 2021

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## Attachments

- Attachment A SB 1383 Road Map and Timeline Spreadsheet
- Attachment B SB 1383 Programs Spreadsheet
- Attachment C Update to Organics Report
- Attachment D Organics Collection Service Options Report
- Attachment E Edible Food Recovery Report
- Attachment F Recovery Rates, Pricing Adjustments and Every-Other-Week Program Options Report
- Attachment G Cost Analysis Spreadsheet

# 1 OBJECTIVE AND APPROACH

The City of Davis selected SCS Engineers (SCS) to assist with research and development of tools to assist with SB 1383 implementation. SB 1383, or the Short-Lived Climate Pollutants Act, establishes methane emissions reduction targets, and grants CalRecycle the authority to pass regulations to achieve those targets. SB 1383 requires a 50% reduction in the level of statewide organic waste disposal from the 2014 level by 2020 and increases this reduction requirement to 75% of the 2014 level by 2025. Additionally, SB 1383 requires a 20% reduction of edible food (food fit for human consumption) from landfill disposal.

To achieve the statewide targets, SB 1383 provides jurisdictions with a prescriptive approach to compliance. Actions required to achieve compliance include comprehensive local policies; capacity planning; organics collection service; an edible food recovery program; education and outreach; monitoring and enforcement; procurement requirements for organic waste products; and detailed recordkeeping and reporting.

The approach to this project was to work collaboratively with City of Davis staff to identify viable program opportunities and strategies to meet SB 1383 requirements. To develop a comprehensive plan for the City of Davis, SCS reviewed current programs, and researched the current and future available organics processing capacity. The outcome from this research is documented in this report, and includes the following topics:

- SB 1383 Road Map and Timeline
- SB 1383 Programs
- Update to Organics Report
- Organics Collection Service Options
- Edible Food Recovery
- Recovery Rates, Pricing Adjustments and Every-Other-Week Program Options
- Cost Analysis Spreadsheet

Included in this report is a summary for each topic, the outcome of our research, and recommendations for next steps. Each of the topics includes a separate Memorandum that will be included as an attachment to the report.



## 2 SB 1383 ROADMAP AND TIMELINE

SCS has developed an SB 1383 Roadmap, which includes milestones, action items, recommended foundational tasks, and a schedule to serve as a checklist towards compliance. The roadmap designates the City department responsible for each regulatory action, which requirements are already met by the City's existing programs, the next steps required, and timeline. The customized SB 1383 roadmap can be filtered by responsible stakeholder (e.g. city department, hauler, county), category of action (e.g. policy, outreach, reporting), the month actions should be started and the deadlines for compliance. This roadmap and timeline can be found in **Attachment A**.

## 3 SB 1383 PROGRAM OPTIONS

SCS developed a spreadsheet that summarizes the current solid waste, recycling and organics programs that are currently offered by Recology and the City of Davis, and identifies the future organics programs that will be need to be provided to comply with SB 1383.

A summary of the programs spreadsheet found in **Attachment B** is provided below.

### Current Organics Programs

The primary organics programs currently provided by the City of Davis include:

1. Residential, Multi-Family and Commercial green waste and food scraps collection
2. Carpet, carpet pad, mattress, HHW/E-waste and construction & demolition recycling programs.
3. Organics outreach and technical assistance.
4. Organics outreach on the website.
5. Compost workshops.
6. Compost give away.
7. School composting program.
8. School Organics program.
9. Organics collection service in all City buildings.
10. Food recovery and food prevention outreach materials.

### Additional Actions Needed for Compliance

The additional actions needed for the City to comply with SB 1383 include:

1. Update container lids or replace the entire carts to comply with SB 1383.
2. Increase education and outreach for organics program, including carpet, textiles, and clean wood.
3. Establish an organics self-haul/back-haul program.
4. Increase food waste prevention outreach materials and place on website including information on ways to prevent food waste at home.
5. Develop SB 1383 outreach materials and place on website.
6. Increase food recovery outreach materials and place on website including advertising all recovery entities available, and producing social media outreach materials.
7. Update Agreements
  - a. Amend hauler agreements, contracts with local waste management processing facilities, and organic waste recycling facilities.
  - b. Approve franchise hauler use of organics recycling facilities.

- c. Obtain written certification from facilities accepting compostable plastics and/or use of bags for organic materials.
- 8. Develop SB 1383 compliance and Edible Food Recovery ordinances, and updates to the Water Efficient Landscaping Requirements.
- 9. Update administrative fee schedule to reflect enforcement penalties supporting SB 1383 programs.
- 10. Develop noncompliance letter to be distributed in response to any residential and commercial violations that occur between 2022 and 2024. This letter should be accompanied by the most applicable outreach materials to promote correction in behavior before 2024.
- 11. Provide enforcement and penalties for violations; provision of fines cannot be designated to the hauler.
- 12. Update procurement numbers including recycled content paper products.
- 13. Develop records collections process and submit annual report
- 14. Special event permits to include proper waste separation and food donation to comply with SB 1383.
- 15. Develop process for collecting data and reporting to CalRecycle.

## 4 UPDATE TO ORGANICS REPORT

SCS analyzed the City’s current organics data and the 2019 City of Davis’ Organics Processing Facility Feasibility Report to provide a high-level update on tonnages, programs that will affect organics tonnage and quality, predict organics fraction of the disposed waste stream that could be recovered, and details on infrastructure in development that is in close proximity to the City. The report containing all information can be found in **Attachment C**.

### Existing Organic Materials Generation

The City provided 2017 through 2020 organics tonnage numbers from Davis Waste Removal (DWR)/Recology. The tonnage numbers include both residential and commercial organics, as well as street sweeping organics, the recyclable/recoverable wood waste fraction from C&D waste, and the yard material piles. **Table 1** highlights the quarterly tonnage numbers from 2016 to 2020.

Table 1. Hauling Data Summary: Organics tonnage

	Tons Per Quarter				Total Organics		
	Organics Carts (Green and Food Scraps)	Yard Material Piles	Street Sweepings	Wood Fraction: C&D and Wood Drop Boxes <sup>1</sup>	Tons Per Quarter	Average Tons Per Month <sup>2</sup>	Average Tons Per Day <sup>3</sup>
<b>1st Quarter 2016</b>	59.90	2,551.84	273.68	65.93	2,951.35	983.78	44.72

<sup>1</sup> Recyclable wood waste from C&D drop boxes was estimated at 15% of total C&D tonnage. This estimate was specified by CalRecycle’s 2006 Detailed Characterization of Construction and Demolition Waste.

<sup>2</sup> Tons per quarter divided by 3 to determine tons per month (TPM).

<sup>3</sup> Calculated 22 business days average per month, divided TPM by 22.

	Tons Per Quarter				Total Organics		
	Organics Carts (Green and Food Scraps)	Yard Material Piles	Street Sweepings	Wood Fraction: C&D and Wood Drop Boxes <sup>1</sup>	Tons Per Quarter	Average Tons Per Month <sup>2</sup>	Average Tons Per Day <sup>3</sup>
2nd Quarter 2016	72.43	2,160.74	231.50	99.59	2,564.26	854.75	38.85
3rd Quarter 2016 <sup>4</sup>	1,549.86	1,957.53	100.31	85.33	3,693.03	1,231.01	55.96
4th Quarter 2016	1,643.53	3,665.66	253.65	106.95	5,669.79	1,889.93	85.91
1st Quarter 2017	1,914.99	1,251.50	201.94	98.07	3,466.50	1,155.50	52.52
2nd Quarter 2017	2,136.53	661.30	130.15	110.65	3,038.63	1,012.88	46.04
3rd Quarter 2017	1,703.17	488.79	119.95	89.03	2,400.94	800.31	36.38
4th Quarter 2017	1,817.88	2,131.43	238.75	96.95	4,285.01	1,428.34	64.92
1st Quarter 2018	1,672.35	940.37	127.44	82.99	2,823.15	941.05	42.78
2nd Quarter 2018	2,126.42	572.49	121.46	93.35	2,913.72	971.24	44.15
3rd Quarter 2018	1,719.44	509.54	101.10	79.12	2,409.20	803.07	36.50
4th Quarter 2018	1,893.58	2,214.26	211.93	75.83	4,395.60	1,465.20	66.60
1st Quarter 2019	1,756.41	999.74	126.92	76.16	2,959.23	986.41	44.84
2nd Quarter 2019	2,395.94	577.94	123.65	87.27	3,184.80	1,061.60	48.25
3rd Quarter 2019	1,856.44	465.90	97.89	93.73	2,513.96	837.99	38.09
4th Quarter 2019 <sup>5</sup>	2,304.86	2,640.86	257.10	93.65	5,296.47	1,765.49	80.25
1st Quarter 2020	1,881.75	711.48	91.82	107.60	2,792.65	930.88	42.31
2nd Quarter 2020	2,553.97	329.06	88.41	75.45	3,046.89	1,015.63	46.17
3rd Quarter 2020	2,155.43	0.00	84.11	82.32	2,321.86	773.95	35.18
4th Quarter 2020	2,142.29	2,375.20	154.26	70.74	4,742.49	1,580.83	71.86

Source: City of Davis

The results of the organics tonnage numbers from 2016 to 2020 are summarized below.

- 2016 had the widest range between the organics carts and yard material pile collection tonnage, likely due to implementation of the organics program in Quarter 3 2016.

<sup>4</sup> Beginning of the expanded organics program

<sup>5</sup> Beginning of revised yard material pile collection schedule

- Yard material pile tonnage decreased after 2016, when residents were able to put yard trimmings in their cart for weekly collection.
- From 2017 to 2019, yard material pile annual tonnages remained generally steady, with a slight uptick in 2019. Loose pile tonnage decreased in 2020.
- Organics cart tonnages stayed steady in 2017 and 2018 and have increased annually since.
- The increase in organics cart tonnage in 2020 is not commensurate with the decrease in yard material pile tonnage in 2020.
- Total organics tonnages has stayed consistent since 2016.

## Potential Recoverable Organic Fraction from Disposal Stream

The average annual disposal from 2017 to 2019 is 36,955 tons. The latest disposal stream waste characterization commissioned by CalRecycle was performed in 2018. Statewide, that waste characterization report estimated that 34% of the disposal stream consisted of organic wastes. Using that percentage, it can be assumed that approximately 12,565 tons annually could consist of organic materials and be diverted from the City's disposal stream.

A number of factors could affect the potential quantity of recoverable organics from the disposal stream.

1. The City has an established three-bin source separated collection program which has a designated bin for organic wastes and accepts both food and yard trimmings.
2. The City engages in a consistent education and outreach program to its residents and businesses, coupled with an audit program by Recology. These programs are enhanced by activities such as compost training, online resources, a recycling and waste separation program in public offices and schools, annual mulch giveaways and the use of mulch in city parks and greenways. While the City is still making efforts to enhance their organics program, the design of the collection system and programs could result in less organic material in the disposal stream. A waste characterization of the disposal stream would give more accurate tonnages of the recoverable organic fraction, and provide a baseline for use in the implementation of SB 1383 programs.

## Available Organic Processing Infrastructure

While no new organics processing facilities have been developed within close proximity to the City, there have been some changes and expansions to existing organics infrastructure and operations.

- Most significant is the development of a large-scale landfill based anaerobic digester/compost process, and a traditional composting operation at the Yolo County Central Landfill (YCCL). At the time of preparation of the Report, the YCCL had a green waste processing and transfer area as well as a food waste transfer area. Yard trimmings and food scraps at that time were transferred to Northern Recycling's Zamora compost facility and later sent to Northern Recycling's Napa facility prior to the start-up of the YCCL operation. Concurrently, YCCL developed a large-scale anaerobic digester/composting process in one of their landfill cells in 2019. This process manages yard trimmings, food scraps, using an anaerobic process, followed by an aerobic composting process. Digestate is excavated from the cells and transferred to Zamora for finishing and market, and biogas is generated and converted to electricity.
- In addition to the development of organics processing capacity of YCCL, University of California Davis commissioned a consultant team in 2019 to evaluate the feasibility of a

compost facility adjacent to the University's anaerobic digester located to the west of campus. This feasibility study has been completed; however, it is still under consideration by UC Davis.

- Recology's Jepson Prairie Organics composting operation located 19 miles from the City in Vacaville, continues to operate as an active green/food composting operation.
- Northern Recycling's composting operation located 22 miles from the City in Zamora, continues to operate as an active green material composting operation although it plans to relocate its facility to the Yolo County Central Landfill by 2022.

## 5 ORGANICS COLLECTION SERVICE OPTIONS

SCS provided the City with a comprehensive report that gave an overview of SB 1383's two organic waste collection service options, the two contamination monitoring methods, and a high-level analysis of the costs and staff time associated with these options. To create this report, SCS reviewed the SB 1383 regulations surrounding organics collection services, the City's Electronic Annual Reports, the City's current municipal code, and data provided by Recology.

The SB 1383 regulations outline two collection service options for the City to provide organic waste collection service to their businesses and residents. The two service options are:

1. **Organic Waste Standard Collection Service** (Standard Collection Service): Under this option, jurisdictions are subject to all of the organic waste collection, education and outreach, waivers, enforcement and recordkeeping requirements of SB 1383. The City may select route reviews or waste evaluations as the contamination minimization monitoring method.
2. **Performance-based Source Separated Organic Waste Collection Service** (Performance-based Service). Under this option, jurisdictions must conduct waste evaluations and maintain low levels of organics in their garbage stream. The City may be eligible for compliance exceptions for education and outreach, waivers, enforcement and recordkeeping related to organic waste collection service.

The full report can be found in **Attachment D**.

### Comparison of Service Option Requirements and Impacts

SCS customized CalRecycle's comparison table<sup>6</sup> to estimate the impacts each collection service option may have on the City staff hours and associated costs. This table provides a high-level overview of the cost comparison of compliance exceptions under the Performance-based Service option. Although the compliance exceptions do not relieve all monitoring, recordkeeping and reporting activities, SCS estimated the difference in staff hours required.

**Table 2** compares the estimated cost for compliance activities that differ between the Standard Collection Service and the Performance-based Service options.

<sup>6</sup> [Detailed Implementation Guidance: Standard Collection Service versus Performance-Based Collection Service](#)

Table 2. Summary of Service Impacts on City Staff Hours

Service Option	Estimated Environmental Program Specialist Annual Hours	Estimated Conservation Coordinator Annual Hours	Estimated City Staff Cost
Organic Waste Standard Collection Service	90.0	118.0	\$14,500.00
Performance-Based Source Separated Organic Waste Collection Service	20.5	72.5	\$6,400.00
Difference	69.5	45.5	\$8,100.00

## Contamination Monitoring

Beginning April, 1 2022, the City must implement one of two methods for contamination monitoring:

- 1) Annually conduct a route review for prohibited container contaminants. This may be satisfied by a lid-flip, use of cameras on trucks, or other container monitoring technology, or
- 2) Conduct waste evaluations of blue, green, and gray container streams at least two times per year.

If the City provides standard Collection Service it may choose which contamination monitoring method to implement. If the City provides Performance-based Service, it must implement waste evaluations. This information is also summarized in **Table 3**.

Table 3. Estimated Annual Cost of Route Reviews Compared to Waste Evaluations

Method	Minimum Annual Cost	Maximum Annual Cost	Weeks of Field Work/Year
<b>Hauler Route Reviews (Standard Collection Service)</b>	\$11,600	\$16,500	3 to 6
<b>City Staff Route Reviews (Standard Collection Service)*</b>	\$26,200	\$43,400	6 to 12
<b>Waste Evaluations (Standard Collection Service)</b>	\$257,300	\$293,300	8 to 10
<b>Waste Evaluations (Performance-based Service)</b>	\$352,700	\$400,700	11 to 13

\*Assumes 1 Environmental Specialist conducts field work

## Impact Assessments

By the City's request, SCS evaluated the financial impact, the community impact, and the potential risks associated with Standard Collection Service compared to Performance-based Service. The following sections summarize SCS's findings.

SCS estimated the annual range in cost for the Standard Collection Service contamination monitoring and supporting compliance activities (e.g. provision of outreach, issuance of waivers,



recordkeeping, reporting, enforcement, etc.). SCS also estimated the annual range in cost for the Performance-based Service waste evaluation and reduced staff time associated with compliance exceptions. **Table 4** provides a comparative summary of the estimated range in annual cost of Standard Collection Service and Performance-based collection service. The minimum dollar amount for contamination monitoring in Table 4 represents the [minimum number of samples audited in order to be in compliance with SB 1383](#). The maximum dollar amount represents what is recommended according to the City of Los Angeles’ methodology, which was approved by CalRecycle.

Table 4. Estimated Range in Annual Cost Comparison

Compliance Activity	Standard Collection Service			Performance-based Service
	Route Reviews by City Staff	Route Reviews by Hauler	Waste Evaluations	Waste Evaluations
Contamination Monitoring (Minimum)	\$26,200	\$11,600	\$257,300	\$352,700
Contamination Monitoring (Maximum)	\$43,400	\$16,500	\$293,300	\$400,700
City Staff Time for Supporting Compliance Activities*	\$14,500	\$14,500	\$14,500	\$6,400
<b>Total Minimum Estimated Cost</b>	<b>\$40,700</b>	<b>\$26,100</b>	<b>\$271,900</b>	<b>\$359,000</b>
<b>Total Maximum Estimated Cost</b>	<b>\$57,900</b>	<b>\$31,000</b>	<b>\$307,800</b>	<b>\$407,100</b>

\*Only includes estimated staff time for compliance activities that differ between the service options

Standard Collection Service requires the City to provide more education and outreach to the community than the Performance-based Service option. Standard Collection Service also requires the City to provide inspections, Notice of Violations (NoVs), and enforcement for both residents and businesses. In contrast, the Performance-based Service option relieves the City from conducting inspections, and providing NoVs, enforcement, and extensive outreach and education. This may result in a higher rate of community satisfaction than the Standard Collection Service option, which has stronger oversight and enforcement.

SCS found that since the Standard Collection Service option has more requirements, it is a lower risk option because there are no performance metrics beyond mandatory organics service. A jurisdiction cannot fail out of Standard Collection Service. In comparison, Performance-based Service has fewer requirements but is a higher risk option, because if the City exceeds the annual threshold of 25 percent organics in the gray container stream, the City must revert to Standard Collection Service and complete all SB 1383 requirements; compliance exceptions will no longer be applicable.

## Recommendations

Based on the information presented above, SCS recommends three alternate options for the City's consideration.

- 1) **Option 1, Conduct a gray container waste evaluation test in 2021 before choosing which collection service option to implement in 2022:** The City may conduct a waste evaluation of the gray container stream in 2021 to measure the percent by weight of organics in the gray container stream. This analysis will allow the City to determine if they are currently compliant with Performance-based Service's low contamination requirements and assess the risk of implementing Performance-based Service. Conducting a waste evaluation in 2021 will require financial investment, and the test of waste evaluation methodology will not count towards SB 1383 compliance. This option has an increased financial impact, a lower risk impact, and may provide data to inform the community of the decision to implement Standard Collection Service or Performance-based Service in 2022.
- 2) **Option 2, Implement Standard Collection Service and waste evaluations in 2022:** The City may consider implementing Standard Collection Service in 2022 and select waste evaluations as the contamination minimization monitoring method. This approach will serve to obtain the results of waste evaluations in 2022 while meeting SB 1383 requirements. If the results of the waste evaluations for the gray container stream do not exceed the 25 percent organic content by weight contamination threshold, the City may notify CalRecycle of its intent to proceed with Performance-based Service beginning January 1, 2023. This option has the highest financial impact, a lower risk impact, and may provide data to inform the community of the decision to implement Standard Collection Service or Performance-based Service.
- 3) **Option 3, Proceed with Standard Collection Service and route reviews in 2022:** The City may consider implementing Standard Collection Service and selecting the route reviews as the contamination minimization monitoring method. The City is already compliant with the provision of mandatory organics service, at least 90% of customers are enrolled in organics service, and outreach and education is provided annually, which complies with Standard Collection Service requirements. While Standard Collection Service requires more staff time for some compliance activities (e.g. waivers, enforcement and recordkeeping), this cost increase is more than offset by the decreased cost of route reviews compared to waste evaluations. This option has less associated financial and risk impacts, but does not provide detailed evidence (i.e. waste evaluation data) for the community to support decision-making. Additionally, Standard Collection Service requires the City to implement an inspection and enforcement plan, which may receive community pushback.

Table 5 below shows the cost for each option.



Table 5. Recommendations for Waste Evaluations and Route Reviews

Option	Description	Method	Minimum Annual Cost	Maximum Annual Cost	Weeks of Field Work/Year
Option 1	Conduct a waste evaluation test in 2021 before choosing which collection service option to implement in 2022.	Gray Container Audit	\$47,672	\$53,672	7 to 8
Option 2	Implement Standard Collection Service waste evaluations in 2022.	Standard Collection	\$257,344	\$293,344	8 to 10
Option 3	Proceed with Standard Collection Service and route reviews in 2022	Hauler Staff Route Reviews	\$11,603	\$16,554	3 to 6
		City Staff Route Reviews	\$26,216	\$43,389	6 to 12

## 6 EDIBLE FOOD RECOVERY

The SCS team reviewed the City's progress toward compliance with SB 1383's edible food recovery requirements within the context of countywide program efforts. The report, as seen in **Attachment E**, provides a summary of program efforts within the City and throughout the County. SCS reviewed the City's list of Tier 1 and Tier 2 edible food generators to confirm the list was complete, developed a matrix of best practices for the City to use as criteria to evaluate partnership opportunities with edible food generators, recovery organizations and agencies, and other stakeholders. Using knowledge gained through prior assistance to the City and leveraging the team's knowledge and experience, potential funding sources were documented for expanding edible food recovery programs.

### Verification of Tier 1 and 2 Generator List

SB 1383 requires all municipalities to document and annually report to CalRecycle generators that fall within Tier 1 and Tier 2 definitions. SCS reviewed the Tier 1 and Tier 2 Commercial Edible Food Generator list provided by the City to verify the list of applicable Tier 1 and Tier 2 generators is complete. SCS examined the City's list of generators by tier, and checked this information against the City's business license database. The nine Tier 1 generators identified by the City are shown in **Table 6**.

Table 6. City of Davis Tier 1 Generators

FACILITY NAME	SITE ADDRESS	LOCATION
DAVIS FOOD CO-OP	DAVIS FOOD CO-OP	DAVIS

FACILITY NAME	SITE ADDRESS	LOCATION
GROCERY OUTLET - DAVIS	1800 E 8TH ST STE B	DAVIS
NUGGET MARKET #12	1414 E COVELL BLVD	DAVIS
NUGGET MARKET #2	409 MACE BLVD	DAVIS
SAFEWAY STORE #1205	1451 W COVELL Blvd	DAVIS
SAFEWAY STORE #1561	2121 COWELL Blvd	DAVIS
SAVE MART SUPERMARKETS #604	1900 ANDERSON RD	DAVIS
TRADER JOE'S #182	885 RUSSELL BLVD	DAVIS
WEST LAKE MARKET	1260 LAKE BLVD	DAVIS

The City’s list of Tier 2 generators is shown in **Table 7**.

Table 7. City of Davis Tier 2 Generators

FACILITY NAME	SITE ADDRESS	LOCATION
ATRIA COVELL GARDENS	1111 ALVARADO AVE	DAVIS
CARLTON SENIOR LIVING	2726 5TH STREET	DAVIS
COURTYARD HEALTH CARE CENTER	1850 E. 8TH STREET	DAVIS
DAVIS JOINT UNIFIED SCHOOL DISTRICT	526 B STREET	DAVIS
DAVIS WELL SEASON	1753 RESEARCH PARK DR	DAVIS
UC DAVIS - CUARTO (located within City of Davis city limits)	533 OXFORD CIR	DAVIS
UC DAVIS HEALTH STADIUM	LA RUE RD	UC DAVIS
UC DAVIS PAVILION	232 ARC ONE SHIELDS AVE	UC DAVIS
UC DAVIS - SCRUBS CAFE	Located on UCD campus	UC DAVIS
UC DAVIS - SILO RESTAURANTS	Located on UCD campus	UC DAVIS
UC DAVIS - SEGUNDO	1 SHIELDS AVE	UC DAVIS
UC DAVIS - TERCERO	Located on UCD campus	UC DAVIS
UC DAVIS - THE GUNROCK	Located on UCD campus	UC DAVIS
UNIVERSITY RETIREMENT COMMUNITY	1515 SHASTA DRIVE	DAVIS

SCS found that only 6 of the Tier 2 generators are within the City’s boundary of authority. Eight generators are associated with the University of California Davis (noted in red text) and fall under the jurisdiction of the University’s program.

### Food Recovery Organizations

SCS assessed the opportunities for the City of Davis to collaborate with Yolo County, and Yolo Food Bank (YFB). Yolo County has an existing, active network of edible food efforts, the County’s consultants have identified 61 food recovery agencies in the County, which can be leveraged and expanded to achieve full compliance with SB 1383. Consultants have surveyed 57 of these food recovery agencies to assess their current level of service to Tier 1 generators and estimated need for additional infrastructure.

In order to understand the existing edible food recovery network and infrastructure in Davis, research was performed for the full range of food recovery agencies (e.g. food banks, food pantries, and meal distribution services) either located in and/or operating in the County. As an initial step, SCS examined the YFB community partner’s 2020 list. SCS found that only 19, or approximately 33 percent, of all YFB partners are physically located in Davis. SCS also performed an independent search of food recovery agencies within the City and found recovery agencies located within the City that are not listed by YFB. The County is investing time and resources into developing a compliant, successful, sustainable, and transparent food recovery program. This demonstration of commitment is evidence Yolo County is an ideal partner for the City.

The County’s consultant is in the process of preparing capacity study estimates for disposal tons and associated recovery capacity needs using the CalRecycle Edible Food Recovery Capacity Calculator Tool. These estimates will be used to determine the appropriate funding needed to support countywide capacity expansion. Additionally, the County has engaged YFB in conversations about their request for funding to support SB 1383 compliance.

### Best Practices in Reviewing Partnerships

The recommended best practices for the City were categorized to evaluate partnership opportunities to assist with SB 1383 compliance, based on the four SB 1383 compliance requirements. These categories include: 1) identify and educate commercial generators; 2) increase edible food generator access to recovery agencies; 3) monitor edible food generator compliance; and 4) increase recovery capacity.

A summary of the compliance action categories and associated best practices is provided in **Table 8**.

Table 8. Summary of Compliance Actions and Best Practices

Regulatory Requirement	Best Practice
1. Identify and educate edible food generators	Identify Tier 1 and Tier 2 generators
	Identify the required and desired behaviors
	Identify barriers to participation
	Identify benefits to participation
	Develop messages and identify messengers and communication channels
	Expand list of food recovery agencies

Regulatory Requirement	Best Practice
2. Increase edible food generator access to food recovery agencies	Develop program strategies to reduce barriers and increase benefits
3. Monitor edible food generator compliance	Conduct inspections of applicable generators
	Manage data and records
4. Increase recovery capacity	Feed hungry people
	Help create sustainable funding for food recovery agencies
	Create new green collar jobs
	Build more resilient communities

A Best Practices Matrix was developed and includes questions and scoring criteria to evaluate potential partnerships with jurisdictions, County, designees, food recovery agencies and edible food generators. Each best practice includes a list of questions for the City to use when evaluating the benefits of a potential partnership. A snapshot of the Best Practices Matrix is included in the Edible Food Update Recovery Report seen in **Attachment E**.

### Funding Opportunities

Our team researched possible funding sources for the edible food recovery program including State funding, use of solid waste rate revenues, and implementation of fees. Through this research, several existing State funding sources were identified and are available to the City and food recovery agencies to increase edible food recovery infrastructure. Use of grant funds does not conflict with the parameters of Proposition 218.

### Recommendations

The following recommendations provide areas of consideration to develop and implement a successful comprehensive food recovery program. It is important to consider the impacts partnerships may have on the City achieving regulatory compliance as well as implementing a collaborative, holistic, sustainable, and successful food recovery program in the City that is cohesive with the countywide program. These recommendations are in addition to the Food Recovery Plan.

1. Collaborate with Yolo County.
2. Discuss Partnership with Yolo Food Bank (YFB) with the County.
3. Survey generators.

## 7 RECOVERY RATES, PRICING ADJUSTMENTS AND EVERY-OTHER-WEEK PROGRAM OPTIONS

SCS provided a report to the City that evaluated the potential of recovery rate requirements, disposal pricing adjustments, and every-other-week collection for the City. The report provided an assessment (including cost and tonnage reduction/diversion) and recommendations for program implementation, and includes the examination of all practical appropriate technologies in existence as well as any promising emergent technologies.

This high-level assessment evaluates three potential programs:

1. Recovery rate requirements for MRF/processing facilities,

2. Disposal pricing adjustments for loads containing organics, and
3. Every other week MSW collection.

The following provides a summary of each program. The full report can be found in **Attachment F**.

## PROGRAM 1: RECOVERY RATE REQUIREMENTS FOR MRF/PROCESSING FACILITIES

Recovery rate requirements are defined as specifications and terms implemented via agreement, contract, and/or permit conditions with the Material Recovery Facilities (MRF)/processing facilities, which require a certain recovery rate applied to a specified processed waste stream, with penalties for non-compliance or non-achievement. Several mechanisms exist that can establish recovery rate requirements including permits/entitlements to operate, regulations and contracts.

1. Permits/Entitlements to Operate: Facility operational permits can establish recovery rate requirements.
2. SB 1383 Framework: For source separated collection programs such as the City's, the expected locations for recovery rate requirements would be the receiving facilities of the waste streams. The two receiving facilities relevant to the City are the YCCL and Recology's Second Street facility.
3. Contract: The SCS team confirmed the City's contract with Recology includes provisions to ensure performance complies with all applicable laws. Although the City does not have a contract with the Yolo County Central Landfill, they do meet the performance compliance metrics.

The potential benefits for implementing recovery rate requirements for the City include the following:

- Increased diversion rates attributable to the City
- Minimization of potential fines and penalties for non-compliance with SB 1383
- Reduced staff time and resources associated with the response to SB 1383 compliance plans and orders
- Fees received for violations of recovery rate requirements
- Build a data set that will aid in achieving the SB 1383 Performance Based Source Separated Standard

The potential costs to the City to implement recovery rate requirements include the amount of staff time associated with negotiation and contract amendments with Recology and/or Yolo County, or future processing facilities and processors and staff time associated with enforcement of recovery rate requirements.

Our recommendations are as follows:

1. Perform a robust waste characterization study on all four source separated waste streams collected in the City (MSW, recyclables, organics and C&D) to determine volume and types of

the recoverable and residual portions of each waste stream specific to the City, and contamination sources.

2. Utilizing information gained in the waste characterization study, evaluate
  - a. The costs and benefits related to the quantity and quality of the recoverable portion of each waste stream that was studied,
  - b. Implementing a recovery rate requirement in those waste streams in excess of regulatory requirements, and
  - c. Compare to other methods for increased diversion (such as education campaigns, increased waste audits, diversion rate incentives, and increased contamination monitoring).

## PROGRAM 2: DISPOSAL-PRICING ADJUSTMENTS FOR LOADS CONTAINING ORGANICS

Disposal-pricing adjustments are defined as higher pricing, or tiered pricing, for disposal, of Municipal Solid Waste (MSW) loads in excess of acceptable organics limits in the disposal stream. The pricing adjustment can be levied on the hauler, and the hauler's franchise agreement could be amended to allow Recology to recoup these excess costs by passing them along to the customer to provide a financial incentive for compliance.

Benefits for the pricing adjustment option for the City includes the following:

- Savings from potential fines and penalties for non-compliance with SB 1383 for disposal of loads in excess of regulatory levels.
- By employing disposal-pricing adjustments, the City could receive revenues associated with higher pricing for loads containing organics.
- The City may see diversion of organics from the MSW container to the organics container so that the payer does not have to incur the higher adjusted disposal price for having organics in their MSW container.

The potential costs to the City include the staff time needed for enforcement, education, and outreach. As well as legal costs and staff time for contract negotiation and the process to amend the contracts.

Our recommendations are as follows:

1. Perform a robust waste characterization study on the MSW container to determine a baseline for organics content in the MSW stream.
2. Utilizing information from the waste characterization study:
  - a. Determine if organics material still currently in the MSW container will require further processing to achieve organics diversion goals as determined by the City.
  - b. Evaluate cost/benefit of disposal pricing adjustments:
    - i. To offset cost of sending MSW for further processing to remove organic content, if applicable, and/or

- ii. That will incentive diversion of organics from the MSW in excess of the regulatory requirements.

### PROGRAM 3: EVERY OTHER WEEK MSW COLLECTION

Every other week collection for single-family residential customers would change MSW container collection to every other week, while maintaining weekly collection of organics and recyclables. Every other week MSW collection is another program that could provide financial and diversion benefits.

The potential benefits for the City includes the following:

- Increased diversion
- Road and traffic benefits due to fewer trucks on the road
- Cost and rate savings

Potential costs to the City to implement every other week MSW collection could include:

- Additional fees incurred for amending current hauling agreements to modify the collection schedule for every other week MSW collection, including cost for staff time and legal costs for contract negotiation and the process to amend the contract(s).
- A robust outreach and education campaign for implementation and roll out of the collection schedule change.

Our recommendations are as follows:

1. Perform a robust waste characterization of the single-family residential MSW stream to evaluate the quantity of recyclables and organics, both compostable (such as yard waste, food scraps) and non-compostable (such as pet waste and diapers) in the MSW container.
2. Coordinate with Recology regarding truck capacities, costs, routing impacts and staffing.
3. Utilize information gained from the waste characterization and coordination with the hauler; evaluate cost/benefit for implementation of every other week MSW collection for single-family residential customers.

## 8 COST ANALYSIS

SCS developed a cost model that incorporates tonnage and revenue differences if organics is removed from landfill. SCS also estimated expenses for implementing SB 1383 programs (highlighted in Section 4). This cost analysis indicates what potential cost impact may arise from implementing organics and enhancing SB 1383 programs. The full cost model can be found in **Attachment G**.

**Table 9** uses the current FY 2021 tonnage and the organics projections from the Attachment C report to show the impact on tip fee expenses if the City was able to divert 75% of the organic material from landfill by 2026.



Table 9. Estimated Five Year Tonnage Projections and Fees

**SB 1383 Implementation Analysis**

	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>
<b>Tipping Fee Expense</b>						
<b>Tonnage</b>						
Landfill	19,221	19,413	16,466	13,521	10,578	7,636
Organics	12,149	12,270	12,393	12,517	12,642	12,769
Organics Pulled from Landfill	0	0	3,141	6,283	9,424	12,565
<b>Total Tonnage</b>	<b>31,370</b>	<b>31,684</b>	<b>32,001</b>	<b>32,321</b>	<b>32,644</b>	<b>32,970</b>
<b>Tipping Fee per Ton</b>						
Landfill	\$54.80	\$54.80	\$56.44	\$58.14	\$59.88	\$61.68
Organics	\$75.00	\$75.00	\$77.25	\$79.57	\$81.95	\$84.41
<b>Tipping Fee Expense - Before SB 1383</b>						
Landfill	\$1,053,311	\$1,063,844	\$1,106,717	\$1,151,318	\$1,197,716	\$1,245,984
Organics	\$911,175	\$920,287	\$957,374	\$995,956	\$1,036,094	\$1,077,848
<b>Total Tipping Fee Expense</b>	<b>\$1,964,486</b>	<b>\$1,984,131</b>	<b>\$2,064,091</b>	<b>\$2,147,274</b>	<b>\$2,233,809</b>	<b>\$2,323,832</b>
<b>Tipping Fee Expense - After SB 1383</b>						
Landfill	\$1,053,311	\$1,063,844	\$929,412	\$786,070	\$633,408	\$471,001
Organics	\$911,175	\$920,287	\$957,374	\$995,956	\$1,036,094	\$1,077,848
Organics Pulled from Landfill	\$0	\$0	\$242,662	\$499,883	\$772,319	\$1,060,651
<b>Total Tipping Fee Expense</b>	<b>\$1,964,486</b>	<b>\$1,984,131</b>	<b>\$2,129,448</b>	<b>\$2,281,909</b>	<b>\$2,441,820</b>	<b>\$2,609,500</b>
<b>Change in Tipping Fee Expense from SB 138</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,357</b>	<b>\$134,635</b>	<b>\$208,011</b>	<b>\$285,669</b>

**Table 10** identifies the different estimated expenses (e.g., labor, outreach and compliance, minor capital outlay and professional services) that may be required for City program implementation and SB1383 compliance. The cost estimate model for FY 2022 assumes that expenses receive no increase, and estimates a 3.26% increase escalator in staffing expenses each year starting in FY 2023 (this includes overall salaries and benefits), and all other expenses received a 3% increase each year starting in FY 2023. The total cost of SB 1383 implementation is the total change in expenses from Table 10 plus the revenues documented in Table 9.

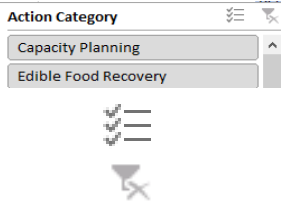


Table 10. SB 1383 Program Expenses

**SB 1383 Implementation Analysis**

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Expenses</b>						
<b>Labor</b>						
Conservation Coordinator	\$0	\$49,914	\$14,796	\$15,279	\$15,777	\$16,291
Environmental Program Specialist	\$0	\$0	\$1,714	\$3,198	\$3,302	\$3,410
<b>Temporary Labor(Hourly Rates)</b>						
Staff Inspections	\$0	\$0	\$0	\$0	\$0	\$0
<b>Organic Waste Standard Collection Service (Total Labor Estimates)</b>						
Staff (FY 2023 -if performance based option is chosen, cost is \$6,400)	\$0	\$0	\$14,500	\$14,973	\$15,461	\$15,965
<b>Outreach &amp; Compliance</b>						
Office Supplies (Brochures, labels, etc.)	\$0	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628
Media	\$0	\$4,000	\$4,120	\$4,244	\$4,371	\$4,502
Printing	\$0	\$10,000	\$5,000	\$5,150	\$5,305	\$5,464
SB 1383 Compliance	\$0	\$10,000	\$10,300	\$10,609	\$10,927	\$11,255
Performance Based Service - Waste Evaluations (not required if performing standard collection service options)	\$0	\$400,700	\$412,721	\$425,103	\$437,856	\$450,991
<b>Minor Capital Outlay</b>						
Organics Pails	\$0	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628
Purchase Organics Waste Products	\$0	\$0	\$0	\$0	\$0	\$0
<b>Professional Services</b>						
Organics Capacity Study	\$0	\$30,000	\$0	\$31,827	\$0	\$0
Edible Food Recovery Capacity Study	\$0	\$25,000	\$0	\$26,523	\$0	\$28,138
<b>Total Expenses</b>	<b>\$0</b>	<b>\$539,614</b>	<b>\$473,452</b>	<b>\$547,513</b>	<b>\$503,925</b>	<b>\$547,271</b>
<b>Change in Operating Expenses from SB 138:</b>	<b>\$0</b>	<b>\$539,614</b>	<b>\$473,452</b>	<b>\$547,513</b>	<b>\$503,925</b>	<b>\$547,271</b>
<b>Net Change from SB 1383</b>	<b>\$0</b>	<b>\$539,614</b>	<b>\$538,809</b>	<b>\$682,148</b>	<b>\$711,936</b>	<b>\$832,939</b>
<b>NPV of Cost @ 3%</b>			<b>\$9,139,809</b>			

Attachment A  
SB 1383 Road Map and Timeline  
(Adobe PDF)

Sheet	Description
<p>Timeline</p> 	<p>The 'Timeline' sheet provides a recommended timeline to achieve SB 1383 compliance.</p> <p>The task numbers listed, in Column A, correspond to more details provided on a separate sheet for each responsible party.</p> <p>The Timeline can be filtered to create custom timeline views using the Slicers located at the bottom of the sheet. The slicer is set up to filter by "Action Category."</p> <p>To filter the timeline by multiple criteria click the button located in the top right corner of the Slicer (pictured) before making your selections.</p> <p>To clear filters, use the button located in the top right corner of the Slicer.</p>
Public Works (U&O)	A list of compliance actions Public Works Utilities & Operations will lead.
Public Works (E&T)	A list of compliance actions Public Works Engineering & Transportation will contribute to.
Parks & Community Services	A list of compliance actions the Parks & Community Services will contribute to.
CM & Legal	A list of compliance actions the City Manager and Legal Departments will need to approve.
Finance	A list of compliance actions the Finance Department will contribute to.
Community Development & Sustainability	A list of compliance actions the Community Development & Sustainability Department will contribute to.
Human Resources Department	A list of compliance actions the Human Resources Department will contribute to.
Information Systems	A list of compliance actions the Information Systems will contribute to.
Police & Fire Departments	A list of compliance actions the Police & Fire Departments will contribute to.
Yolo County	A list of compliance actions the County is responsible for completing.
Environmental Health	A list of compliance actions Environmental Health will be responsible for completing.
Hauler	A list of compliance actions franchsie and self-haulers are responsible for completing.
Implementation Record	A list of recordkeeping requirements for Jurisdictions.
Jurisdictional Annual Report	A list of annual report requirements for Jurisdictions.
Edible Food Generator Tiers	A list of SB 1383 definitions for business types applicable as edible food generators.

Task	Responsible Party	Action	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24											
1	Public Works U&O	Designate responsibilities; amend agreements & update ordinances.	x	x	x	x	x	x	x	x																																															
2	Public Works U&O	Approve franchise hauler use of organics recycling facilities.	x	x	x	x	x	x	x	x																																															
3	Public Works U&O	Obtain written confirmation plastic and/ or compostable bags are acceptable.	x																																																						
4	Public Works U&O	Develop and implement outreach campaigns.	x	x	x	x	x	x	x	x	x																																														
5	Public Works U&O, Public Works E&I, Parks & Community Services, City Manager & Legal, Finance, Community Development & Sustainability, Human Resources, Information Systems, Police & Fire Departments	Implement commercial organics collection program.	x	x	x	x	x	x	x	x																																															
6	Public Works U&O	Implement residential organics collection program.	x	x	x	x	x	x	x	x																																															
7	Public Works U&O	Establish self-haul and backhaul reporting system.	x	x	x	x	x																																																		
8	Public Works U&O	Conduct exemption waiver assessments.	x	x	x	x	x	x	x	x	x																																														
9	Public Works U&O	Implement a Food Recovery Program.	x	x	x	x	x	x	x	x																																															
10	Public Works U&O	Create an inspection and enforcement plan.	x	x	x	x	x	x																																																	
11	Public Works U&O	Select the contamination monitoring method.	x	x	x																																																				
12	Public Works U&O	Update online reporting and customer request portals.		x																																																					
13	Public Works U&O	Adopt rate adjustments.	x	x	x	x	x																																																		
14	Public Works U&O	Calculate procurement target.	x																																																						
15	Public Works U&O	Update procurement policy.	x	x	x																																																				
16	Public Works U&O, Public Works E&I, Parks & Community Services, City Manager & Legal, Finance, Community Development & Sustainability, Human Resources, Information Systems, Police & Fire Departments	Procure recycled organic products.																																																							
17	Public Works U&O, Public Works E&T, Parks & Community Services	Use compost/ mulch.																																																							
18	Public Works U&O, Information Systems	Collect procurement records.																																																							
19	Public Works U&O, Parks & Community Services	Update Special Event permits for organics recycling & food recovery.																																																							
20	Public Works U&O	Collect records and report for Annual Reporting.																																																							
21	Public Works U&O	Prepare budget for SB 1383 programs.	x	x	x	x	x	x	x	x																																															
22	City Manager, City Council	Review and Adopt ordinances and agreements.																																																							
23	City Manager, Legal Staff, Police Department	Administer penalties for violations.																																																							
24	Yolo County	Discuss Organic Waste Recycling Capacity Study with Yolo County.	x																																																						
25	Yolo County	Discuss Edible Food Capacity Study with Yolo County.	x																																																						
26	Yolo County, Environmental Health	Inspect edible food generating businesses.																																																							
27	Franchise Hauler	Review designated responsibilities.	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
28	Franchise Hauler	Inventory container colors and labels.	x	x	x																																																				
29	Franchise Hauler	Support compliance monitoring and follow-up outreach.																																																							
30	Franchise Hauler	Conduct contamination monitoring (route reviews).																																																							
31	Franchise Hauler	Provide RDRS records (as applicable).																																																							
32	Franchise Hauler	Provide records to the City (Timeline TBD).																																																							

Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
1.0	Designate responsibilities; amend agreements & update ordinances.	Adopt ordinances or enforceable agreements for: (1) General SB 1383 Compliance & Edible Food Recovery (2) CALGreen Building Standards: (A) Providing readily accessible areas for recycling containers in commercial and multi-family units; (B) Require recycling of organic waste commingled with C&D debris, to meet CALGreen 65% requirement for C&D recycling in both residential and non-residential projects. (3) Water Efficient Landscape Requirements: Require new construction and landscaping projects to meet Water Efficient Landscape requirements for compost and mulch application.	\$18981.2 \$18989.1 \$18989.2 \$18997.3	8/2021- 12/2021	By 1/1/2022	The key is that there is some enforceable mechanism(s) so that the City can ensure that haulers are meeting the regulatory requirements (Article 7) and can take enforcement if needed.  The ordinance should include a requirement for edible food recovery agencies located in the city to report the number of pounds of edible food recovered in the previous calendar year. Citation: Section 18994.2.(h)(2)(A)	(1) The Solid Waste Ordinance is robust and covers a lot of SB 1383 requirements. Recycling and organics recycling are mandatory. Public Works Utilities and Operations (PWU&O) staff will update Organics Ordinance (Municipal Code) to incorporate SB 1383 Compliance & Edible Food Recovery requirements and enforcement. This process is estimated to require between two and four months to complete. (2) City's C&D ordinance for CALGreen Building Standards is compliant with SB 1383 requirements. (3) City to determine if municipal code meets Water Efficient Landscape requirements and will involve Water Division staff if updates are needed.	In progress
1.1	Designate responsibilities; amend agreements & update ordinances.	Designate program implementation, outreach, and monitoring responsibilities. Responsibilities may be made through any one or more of the following: (1) Contracts with haulers or other private entities; or, (2) Agreements such as MOUs with other jurisdictions, entities, regional agencies, or other government entities, including environmental health departments.	\$18981.2	5/2021- 12/2021	By 1/1/2022	The City may also formally designate Recology or another private entity as a "direct service provider" to count their purchases of recovered organic waste products toward the procurement target. <i>See Task 16 for more information about procurement delegation.</i>	(1) PWU&O will amend franchise agreement with Recology. Depending on the amendment, the City's Utilities Commission and/or the Natural Resources Commission would need to receive and review the amendment before it would be presented to City Council for approval. Once approved by City Council, the City manager would sign the amendment, along with Recology representatives. This process is estimated to require between two and three months. City is also reviewing potential agreements prior to selection of an organics processing facility. (2) MOU Consumer Protection Unit (CPU) of Yolo County Environmental Health Division (YCEH) will be responsible for performing annual inspections of Tier 1 & Tier 2 generators. Environmental Health has provided an MOU.	In progress
1.2	Designate responsibilities; amend agreements & update ordinances.	Amend hauler agreements, contracts with local waste management processing facilities, and organic waste recycling facilities.	\$18981.2 \$18990.1 \$18997.3	9/2021- 12/2021	By 1/1/2022	Diversion Strategies is preparing a procurement plan for the City.	City is amending hauler franchise agreement with Recology for waste collection services and is reviewing agreements for a potential contract with either Yolo County AD facility or Recology Hay Road for the organic processing.  Responsibilities that may be shared in part with Recology include: <ul style="list-style-type: none"> <li>• Assessment of waivers</li> <li>• Outreach to generators (in part)</li> <li>• Generator compliance desk audit (in future if database permits)</li> <li>• Follow-up outreach for contamination monitoring (in part)</li> <li>• Investigation of complaints (in part)</li> <li>• Route reviews</li> </ul>	In progress
2.0	Approve franchise hauler use of organics recycling facilities.	Approve franchisee's use of organics processing facilities. Haulers (including municipal haulers) must provide organic waste collection service that either "source-separates" the waste (e.g. separate bins), or transports all unsegregated waste to a facility that recovers 50% of the organic content collected from the system by 2020; and 75% of the organic waste by 2025. Note: The City does not need to approve itself for hauling.	\$18988.1 \$18988.2 \$18988.4	5/2021- 12/2021	By 1/1/2022	The key is that there is some enforceable mechanism(s) so that the City can ensure that haulers are meeting the regulatory requirements (Article 7) and can take enforcement if needed.	Garbage is sent to Yolo County Landfill through a flow commitment. City of Davis' organic material is collected by Recology and taken to the AD facility located at the Yolo County Central Landfill. The City is working on an organics commitment for Yolo County Landfill as well. The material needs secondary processing and is currently sent to aerobic compost. Digestate material is then sent to Napa Recycling's aerobic composting facility in Zamora for final treatment. The Northern Recycling Project is in the process of moving their Woodland site to Yolo County Landfill. This will include a depackager and liquid digester. Currently, there are no facility agreements in place; however, potential contracts with Yolo County or Recology Hay Road are under review.  Yolo County Composting Facility anticipates the ability to compost biosolids in 2025 when SB 1383 eliminates the diversion credit for use of biosolids as alternative daily cover at the landfill. Organic compost and non organic compost will be kept separate and marketed at a different price.	In progress

Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
3.0	Obtain written confirmation plastic and/ or compostable bags are acceptable.	Determine if plastic bags, compostable plastics, or compostable bags (ASTM D6400 compliant) are acceptable. Organics processing facility must provide written notification of acceptability annually.	\$18984	5/2021	By 1/1/2022	Request verification letter from Yolo County to include in the Compliance Report, due April 1, 2022.	Yolo County AD facility accepts compostable plastic and compostable bags. The food depackager is also installed and should be operational for source separated commercial food waste by July 2021.	In progress
4.0	Develop and implement outreach campaigns.	Develop outreach materials for (1) Outreach to organic waste generators (commercial generators, business owners, property managers and residents) (a) Generators: waste separation requirements (or information about use of a high diversion waste processing facility); methods for waste prevention and on-site management; methane reduction benefits and methods of local recovery; approved haulers; public health and safety of organics diversion; food recovery; any self-haul requirements. (b) Business Owners: arrange for organics service; provide compliant internal containers and labels; prohibit contamination; provide annual outreach to employees, tenants and customers. (2) Outreach to commercial edible food generators. (3) Community outreach for new or expanded organics facilities. (4) 1383 annual education and outreach; includes organics collection and food recovery.	\$18984.10 \$18985.1 \$18985.2	5/2021- 12/2021	First dissemination of annual outreach by 2/1/2022	CalRecycle has some sample outreach materials that can be used or adapted: <a href="https://www.calrecycle.ca.gov/recycle/commercial/organics/prtoolkit">https://www.calrecycle.ca.gov/recycle/commercial/organics/prtoolkit</a> Zero Waste Sonoma shared their website and asked that other jurisdictions share their websites as they become available: <a href="https://zerowastesonoma.gov/sb1383">https://zerowastesonoma.gov/sb1383</a>	The Conservation Coordinator will develop outreach campaigns with assistance from other City staff and Recology as needed. Recology to assist with distribution of outreach materials. Recology is also required to provide 50 technical assistance site visits per year.	In progress
4.1	Assess existing communication channels.	Provide outreach annually to business owners through existing communication channels (e.g. business license notifications, permit applications, etc.).	\$18984.10 \$18985.2	9/2021- 12/2021	First dissemination of annual outreach by 2/1/2022	The requirement is to provide annual outreach. The City is not required to use the channels recommended here. This is only meant to provide ideas for using existing communication channels.	City is able to provide SB 1383 outreach through various mediums: <ul style="list-style-type: none"> <li>•Monthly Greener Davis email newsletter</li> <li>•Greener Davis social media (Facebook and Instagram)</li> <li>•Utility bill insert</li> <li>•Annual outreach letter to landscapers</li> <li>•Annual AB 341/1826 mailing to businesses</li> <li>•Business license mailing list</li> <li>•SB 1383-focused section of the city website</li> <li>•Davis Chamber of Commerce eblast</li> <li>•Davis Downtown Business Association eblast</li> </ul>	In progress
4.2	Develop edible food recovery outreach campaigns.	Develop outreach for edible food generators about food recovery requirements. Note: State Agencies are subject to this requirement.	\$18985.2	5/2021- 12/2021; Annually 2022-2024	By 2/1/2022	Example Resources: <a href="https://www.nrdc.org/resources/health-inspector-training-food-donation-guide">https://www.nrdc.org/resources/health-inspector-training-food-donation-guide</a> <a href="https://www.recyclesmart.org/food-recovery">https://www.recyclesmart.org/food-recovery</a>  Outreach required specifically for edible food generators: <ol style="list-style-type: none"> <li>1. Information about the City's food recovery program.</li> <li>2. Information about generator requirements.</li> <li>3. Where to find the list of recovery agencies online.</li> <li>4. Actions generators can take to prevent the generation of excess edible food.</li> </ol>	City will develop an SB 1383-focused section of the website. Food recovery would be one section of this effort.	In progress
5.0	Implement commercial organics collection program.	Implement commercial organics collection program. Collect data about participation, disposal rate per account and contamination.	\$ 18984	5/2021-12/2021	By 1/1/2022	"Collect data about participation, disposal rate per account and contamination" is a recommendation, not a requirement. The requirement is to <u>provide</u> mandatory service to all generators meaning they are automatically subscribed.  Generator Requirements: <ol style="list-style-type: none"> <li>1. Subscribe to service; or self-haul.</li> <li>2. Properly sort organic waste.</li> <li>3. PMs/ Owners must:  <ol style="list-style-type: none"> <li>A. Allow access to adequate number, size and location of containers</li> <li>B. Provide recycling and organics containers near <u>indoor</u> disposal containers (compliant colors and labels)</li> <li>C. Provide collection services and education to employees, tenants, contractors and customers about proper sorting</li> <li>D. Provide outreach to new tenants within 14 days</li> <li>E. Inspect containers for contamination</li> </ol> </li> </ol>	City of Davis has a commercial organics collection program in place. Commercial and multi-family customers have not perfected the behaviors associated with proper waste sorting. The City is working on new signage for these customers. The pandemic has greatly impacted the waste generation at multi-family properties, retirement homes and healthcare centers (which are provided multi-family service).	Complete

Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
5.1	Implement commercial organics collection program.	Implement recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities / State Agencies are considered commercial generators and therefore required to properly separate recycling and organics.</p> <p>The garbage, recycling, and organics bins will be co-located next to every garbage bin. To be compliant, the color scheme for collection containers replaced or purchased after January 1, 2022 must meet one of the two requirements:</p> <ul style="list-style-type: none"> <li>• The lid of the container is the correct color: gray (or black) for trash; blue for traditional recyclables and green for organics.</li> <li>• The body of the container is the correct color: gray (or black) for trash; blue for traditional recyclables; green for organics; and the lid is also the same specified color or may be gray or black.</li> </ul>	Not all City facilities provide three container streams. City departments are responsible for providing their own internal bins for the collection of garbage, recycling, and organics. City facility bathrooms will also have organics containers co-located next to garbage bins for the collection of paper towels.	In progress
5.2	Implement commercial organics collection program.	Implement recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities are responsible for:</p> <ul style="list-style-type: none"> <li>o Inspecting organic waste containers for contamination</li> <li>o Informing employees if containers are contaminated</li> <li>o Instructing employees how to properly sort material into the correct containers</li> <li>o Employees must properly sort their organic waste into the correct containers</li> </ul>	City facility will promote "clean" participation in recycling programs	In progress
6.0	Implement residential organics collection program.	Implement residential organics collection program. Collect data about participation, disposal rate per account and contamination.	§ 18984	5/2021-12/2021	By 1/1/2022	Same comment for Task 5.0.	City has a residential organics collection program in place. Single-family customers have the best behaviors with waste sorting, especially recycling.	Complete
7.0	Establish self-haul and backhaul reporting system.	Establish a protocol for approving self hauling of organics (including backhauling from businesses) and collecting the records from these haulers. C&D material is subject to this requirement. Self haulers must source separate organic waste or haul to an organic waste processing facility that recovers 50% of the organic material by 2020 and 75% of the organic material by 2025. The self-hauler must keep records of the facilities used; delivery receipts and weight tickets; the amount of organic material delivered in cubic yards or tons. Records are subject to the inspection by the jurisdiction. A residential self-hauler is not required to record or report this information.	§18988.1 §18988.3	5/2021-9/2021	Include in ordinance by 1/1/2022	<p><b>The City is not required to identify, report, or track self-haulers.</b> The City is required to adopt an ordinance that requires compliance and provide general education about self-hauler requirements. The model ordinance provides guidance on placing requirements on self-haulers. The City is required to include educational material on self-hauling requirements in the educational material that they provide to all generators. <b>Commercial businesses</b> that self-haul need to keep records and the records are subject to inspection by the City. Some jurisdictions do require businesses to submit a Certification of Recycling Service form with information about where they are taking the recyclables or organics (SB 1383 does not require this). To regulate a <b>business that is back-hauling</b>, a jurisdiction may require a certification of recycling form (not required by SB 1383). A certification could be used, an on-site visit could be made, etc. This business may back-haul, but will still need to subscribe to curbside organics collection service unless issued a De Minimis waiver. The City must maintain a record of the compliance reviews. The record would include the business was verified to be back-hauling. <b>Residents</b> are allowed to self-haul, per SB 1383, but the City ultimately determines if/ how self-hauling will be managed in your area. However, this does not mean the resident does not need curbside organics service. The City is allowed to issue De Minimis waivers for single-family customers. The regulations do not include any specific requirements for de Minimis waivers for single-family residents. The City will report these waivers in the EAR. If CalRecycle observes that there is a large number of residential generators not being serviced, staff will investigate. <b>C&amp;D may self-haul</b>, but SB 1383 does not provide guidance for this other than complying with the CALGreen Building Standards. The EAR will ask for the number of construction and demolition debris removal activities conducted in compliance with prescribed requirements.</p> <p>Source: CalRecycle FAQ: Collection</p>	City to update municipal code to establish self-haul and backhaul requirements.	In progress

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8.0	Conduct exemption waiver assessments.	Assess businesses requesting waivers of exemption. Waiver types include: De Minimis: When minimum volumes of organics are generated: (a) businesses with 2 or more cubic yards of waste weekly generating less than 20 gallons of organics; (b) businesses with less than 2 cubic yards of weekly service generating less than 10 gallons of organics. Physical Space: Space constraints are identified by a hauler, licensed architects, or engineers. Re-inspect these businesses every 5 years. Collection Frequency: If the generator is using a two or three-container system they may request every-other-week collection of the gray or blue container.	\$18984.11	5/2021-1/2022	Beginning 1/1/2022	Haulers can assess and verify the circumstances of a business that may be applicable to a waiver, but the jurisdictions must issue the waivers. Additionally, the jurisdiction has final authority on what responsibilities are waived. Waiver records must be kept in the implementation record and will be reviewed as part of the compliance review. A jurisdiction is not required to grant De Minimis waivers for business. If a jurisdiction grants this type of waiver it is allowed to create its own process for making the determination. The regulations do not specify a process that a jurisdiction must use to quantify the 10- and 20- gallon thresholds. The De Minimis waiver is not intended for businesses that have fluctuations in the amount of material they generate. The jurisdiction can determine if a waiver should be granted, and when service should be reinstated when the business exceeds the De Minimis threshold.	Recology may assist in part by providing information and space constraint details, but actual approval of waivers will be given by the City.	In progress
9.0	Implement a Food Recovery Program.	Identify a list of edible food generating businesses (generators); and edible food recovery agencies. Require applicable businesses to participate. Provide support for food recovery efforts and support for increasing their capacity as determined by the Capacity Study. (See Edible Food Generator Tiers tab for business types).	\$18991.1 - \$18991.5	5/2021-12/2021	1/1/2022	See notes on "Yolo County" tab about capacity study, CalRecycle tools and references for San Diego County.  Recommendation to consistently place Environmental Health contact information on outreach material for a consistent point of contact. City of Oakland will be using environmental health inspectors, fire inspectors and stormwater inspectors to conduct compliance inspections. They will host a food recovery training for these personnel. The goal is to use trusted authority figures the businesses are already familiar with to reduce the number of people contacting each business. In this program they are also looking into charging an SB 1383 for specific business types during the business licensing process to help fund recovery capacity expansion. The annual business license renewal forms will be an outreach channel for edible food recovery information and requirements.	The City desires partnership with Yolo County, West Sacramento and Woodland to develop a regionally cohesive EFR Program. Generators have been identified. Davis Unified School District has recovered food for two decades. Farmers Markets are also participating in food recovery. Some grocery stores are self-hauling recovered food. City has a Survey Monkey account that may be used to survey generators and/ or recovery agencies. Request for SCS to advise on the survey questions and target recipients. (See notes on Yolo County Tab).	In progress
9.1	Implement a Food Recovery Program.	Provide outreach annually to edible food generating businesses.	\$18985.2	5/2021-12/2021	2/1/2022	Must include: 1. Information about the jurisdiction's edible food recovery program. 2. Information about the commercial edible food generator requirements (1) Contract or agreement with recovery agency, (2) recover the maximum amount of edible food that would otherwise be disposed (3) keep records. 3. Information about food recovery agencies operating within the jurisdiction, and where a list of those food recovery agencies can be found. 4. Information about actions that commercial edible food generators can take to prevent the creation of food waste.	This was discussed at the last County Meeting of Area Coordinators (MAC) meeting. We all liked the idea of working together to create a unified message for our outreach. We talked about using the posters that Nugget developed and offering those posters to edible food generators (Nugget has offered to share their poster designs). Most likely this would be done electronically so that we can share the PDFs of the signs and each business can print them. While each of the jurisdictions would have our own website, maybe we would all use the same flier for edible food generators. Once we know what our message will be, maybe Davis will take the lead to design the flier (we might have the most design resources at present).	In progress
9.2	Post information about food recovery agencies online.	Post a list of food recovery agencies on the City website.	\$18985.2	12/2021; annually	By 2/1/2022	The list must include the following information for each food recovery agency and be updated annually: 1. Name and address 2. Contact information 3. Collection service area 4. Types of food that is accepted  Sample websites: <a href="https://pw.lacounty.gov/epd/sbr/food-drop.aspx">https://pw.lacounty.gov/epd/sbr/food-drop.aspx</a> <a href="https://www.co.fresno.ca.us/departments/public-health/about-us/fresno-county-food-map">https://www.co.fresno.ca.us/departments/public-health/about-us/fresno-county-food-map</a> <a href="https://zerowastesonoma.gov/sb1383">https://zerowastesonoma.gov/sb1383</a>	City will develop an SB 1383-focused section of the website. Food recovery would be one section of this effort and will include a listing of food recovery agencies.	In progress



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10.0	Create an inspection and enforcement plan.	Develop a protocol for conducting compliance reviews, providing NoVs and investigating complaints. Conduct compliance reviews for commercial businesses subscribed to 2 or more cubic yards of solid waste service per week. This can be a desk audit to review reports from Recology to verify that service is provided or that they are complying through self-hauling or backhauling. If the generator is using an unsegregated collection method, verify the business is transporting material to a high diversion organic waste processing facility. Reports must include: findings, NoVs, outreach provided, date and proof of compliance achieved, and other evidence.	§18995.1 §18996.5	5/2021-6/2021	By 1/1/2022	This plan should be included in ordinances and/ or agreements. In general, the "desk audit" compliance review should verify compliance with: (1) Organic waste generator requirements (2) Self-haul / back-haul requirements.	The current enforcement program is compliant-based. Recology also conducts 50 proactive waste audits and prepares a risk assessment for each business audited. Staff also works with the pre-treatment specialist on kitchen and restaurant inspections. The City has one Environmental Program Specialist to enforce water and solid waste compliance. The City understands more staff may be needed, but requests solid justification of why a body would help with certain activities. The City has a set growth rate of 1 FTE per year. The City would like to compare the alternate option of designating responsibilities to Recology or other entities.  Staff time available to provide outreach, follow up on complaints and monitor compliance includes 20 hours per week of Conservation Coordinator time, 30 hours per week of Environmental Program Specialist time. The Environmental Program Specialist will conduct desk audit compliance reviews as well as site visits in response to complaints and/ or to address contamination. The Conservation Coordinator will follow up with outreach as needed. Recology may provide the compliance reviews at a later date once internal software system updates are made, and City staff would review their analysis.	In progress
10.1	Create an inspection and enforcement plan.	Develop a noncompliance letter to be distributed in response to any residential and commercial violations that occur between 2022 and 2024. The noncompliance letter should be accompanied by the most applicable outreach materials to promote a correction in behavior before 2024.	§18995.1	5/2021-8/2021	Beginning 1/1/2022	This can be an NoV with education and outreach included or just educational material applicable to SB 1383 requirements and the correct behavior needed.	NoVs and/ or "soft notice" letters will be developed and issued by the City and include educational material to promote behavior modification.	In progress
10.2	Create an inspection and enforcement plan.	Develop the protocol for administration of NoVs and administrative fines.	§18997.1 §18997.2	10/2021	If including in ordinances (or other method) do so by 1/1/2022. If preparing separately do so by 1/1/2024.	The City's protocol is in compliance with SB 1383 requirements.	The first step for addressing a code violation is a "soft notice" documenting the section of code and when the issue needs to be remedied. This may be delivered via in person, phone, email, or a door hanger. Any subsequent or continued violation results in a Notice of Violation (NOV). Environmental Resources Division (ERD) staff sends a NOV letter to the Police Department Code Enforcement Unit to be mailed to the offender on Police letterhead. For subsequent and/or continued violations ERD staff will request the Police Department Code Enforcement Unit to issue an administrative fine to the property owner. Documentation includes date and time stamps for violations, pictures of violations, copies and dates of all communications related to the violation.	Complete
11.0	Select the contamination monitoring method.	Select a contamination monitoring method (i.e. route reviews or waste evaluations). Recommendation: analyze the cost and benefit of each method. Container contamination monitoring responsibilities can be designated to haulers.	§18984.5	5/2021-7/2021	Beginning 4/1/2022	The Route Review will be less expensive, unless waste evaluation/ characterization data will be useful to program development and the City is gaining other benefit from this method. Examples of acceptable methods of route review: Cameras on collection trucks, Compology, and lid-flips.  Definition of "Sufficient" number of containers to review: A jurisdiction can determine what is a reasonable number of container/ customer reviews. The key is to monitor the containers and provide education if there is an issue. CalRecycle purposely did not set a specific number of route reviews as it can vary so much. Definition of hauler route: The regulations allow for the jurisdiction to define its hauler routes. CalRecycle did not specify the timeframe because what constitutes a hauler route is up to the jurisdiction to determine. This is because hauler routes can significantly vary between jurisdictions depending upon the types of generators, facility location of where materials will be hauled to, route efficiencies, and a myriad of other factors. What constitutes a "hauler route" is dependent upon the designated itinerary or geographical configuration of the jurisdiction's waste collection system. For example, a jurisdiction's collection system may consist of one continuous itinerary or a series of stops that services both commercial generators and residential generators for garbage, dry recyclables and organics or the system could be divided into two or more itineraries or segments based on each type of generator and/or material type collected.		In progress

Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
<b>Item 6B - Attachment 1</b>								
12.0	Update online reporting and customer request portals.	Update Customer Relationship Management (CRM) System to receive complaints and follow up on reported violations. The City is required to investigate all complaints received, evidence and follow-up actions taken; and provide follow up to the complainer (if not anonymous) on resolution.	\$18995.1 \$18995.3 \$18996.5	6/2021	Beginning 1/1/2022	The City must follow up on the complaint within 90 days of receipt if they determine the subject of a complaint may result in a violation. The City may also decline to investigate if they have information contrary to the complaint. See the Implementation Record and Annual Report tab for the specific recordkeeping requirements. Complaint Records: 1. If the complaint is not anonymous, the name and contact information of the complainant. 2. The identity of the alleged violator, if known. 3. A description of the alleged violation including location(s) and all other relevant facts known to the complainant. 4. Any relevant photographic or documentary evidence to support the allegations in the complaint. 5. The identity of any witnesses, if known. 6. Determination of compliance or NoVs issued.	City's Environmental Program Specialist will investigate complaints and may share this responsibility with Recology.	In progress
13.0	Adopt rate adjustments.	Adjust customer and hauler rates to support SB 1383 program.	N/A	5/2021-9/2021	N/A	Note: this is recommended, not required.		N/A
14.0	Calculate procurement target.	Determine the City's procurement target: (1) Annual amount of compost used or given away. (2) Annual amount of renewable transportation fuel used. (3) Annual amount of electricity from biomass conversion used. (4) Annual amount of compliant mulch used by City or contractors.	\$18993.1	5/2021	Beginning 1/1/2022	Population: 69,183*0.08= 5,534.6 tons/year procurement target. The procurement target will need to be updated with 2020 census data after 5/1/2021.	Diversion Strategies/ SCS is preparing a procurement plan for the City.	In progress
14.1	Calculate total procurement in 2021 and current use of organic waste products.	Calculate the total procurement of transportation fuel, electricity, and gas for heating applications for 2021. Calculate the City's current use of recovered organic waste products.	\$18993.1	5/2021	By 1/1/2022	The SB 1383 regulations allow a jurisdiction to adjust (i.e. lower) their procurement target if their total procurement of transportation fuel, electricity, and gas for heating applications from the previous calendar year is less than their population-based recovered organic waste product procurement target. To do this, the City of Davis will need to identify the total procurement of transportation fuel, electricity, and gas for heating applications in 2020 (and again in 2021) to understand current procurement and how it compares to the calculated population-based procurement target for the City.	Approximately 40 cubic yards per year of compost is given away at events. Parks use approximately five cubic yards of compost per year. No RNG fuel is used by the City or Recology. The City's Wastewater Treatment Plant does not accept food waste, but does produce electricity from biosolids. The energy generated from the Yolo County Landfill anaerobic digestion facility (where all of the City's organics are currently sent) is sold to the Sacramento Municipal Utility District, which the City is not a part of.  <i>Progress note: Transportation fuel used in 2020/2021 will be provided upon availability.</i>	In progress
14.2	Conduct cost-benefit analysis of purchasing options.	Conduct a cost- benefit analysis to determine additional purchase of recovered organic waste products.	N/A	5/2021	N/A	Cost-benefit analysis may not necessary, because there is limited feasibility of procurement options.	See task 16 for more information.	In progress
15.0	Update procurement policy.	Update procurement policy to require purchase of recovered organic waste products and recycled content paper products. Paper products include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, and hanging files, corrugated boxes, tissue, and toweling. Recycled paper products, printing and writing paper must consist of at least 30 percent, by fiber weight, postconsumer fiber.	\$18993.1 \$18993.3	5/2021- 7/2021	By 1/1/2022	City's Waste Reduction and Recycling Plan is compliant with recycled content paper requirement. Recordkeeping protocol needs to be established.	The City's Waste Reduction and Recycling plan includes the SB 1383 requirements to procure recycled content paper purchases.	Complete
16.0	Procure recycled organic products.	Purchase recovered organic waste products and recycled content paper products. The per capita procurement target equals 0.08 tons of organic waste per California resident per year. One ton of procurement target = (1) 0.58 tons or 1.45 cubic yards of compost. (2) 21 diesel gallons equivalent of transportation fuel; 242 kilowatt- hours; or 22 therms for heating. (3) 650 kilowatt-hours of electricity. (4) one ton of mulch.	\$18993.1 \$18993.3	1/2022; ongoing	Beginning 1/1/2022	Diversion Strategies preparing a procurement plan for the City.  Yolo County Composting Facility anticipates the new compost facility currently under construction will produce 100,000 tons of compost per year and 7,000-10,000 tons of mulch could also be produced. Biogas from the anaerobic composters is also used to make electricity with an annual estimate of 2.5 million kWh/year. Yolo County is finishing the construction of an In-Vessel Digester (IVD) system that is a covered pond digester similar to a dairy digester. It is anticipated to be fully operational by the end of 2021. The IVD will accept liquid food waste and slurried food waste and biogas will be generated for power production. This additional biogas can double the estimated 2.5 million kWh/year of electricity generated from the anaerobic composting facility.	City vehicles and Recology fleet does not use RNG; Recology has a CNG fueling station. The City may form an agreement with a compost facility (e.g. Yolo County) whereby the facility would ensure the City's procurement target is met. Facility customers would sign agreements to become the direct service providers and procure the compost (or other organic waste products) on behalf of the City. These direct service provider agreements would include SB 1383 procurement regulations to ensure compliance with the requirements. The agreement between the City and the compost facility would stipulate that the facility would keep track of all records of procurement (the contracts, receipts, etc.) and send them to the City for recordkeeping. The City's Waste Reduction and Recycling plan includes the SB 1383 requirements to procure recovered organic waste products and recycled content paper. Each city department will need to purchase recycled paper products, including printing and writing paper and even janitorial supplies consisting of at least 30 percent postconsumer content. Each city department is required to keep records of these purchases for collection by the PWU&O Conservation Coordinator.	In progress

Task	Item	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress	
17.0	Use compost/ mulch.	Use mulch/ compost for City landscaping or giveaway. Submit records to PWU&O.	\$18993.1	1/2022; ongoing	Beginning 1/1/2022	A city may use mulch in a city landscaping project or give away compost to their residents and these end uses may count towards the city's SB 1383 procurement target, regardless of whether these are already required by existing city programs. Records must be submitted to PWU&O for reporting to the State.	City to determine if the purchase of mulch/compost will be used to count toward their procurement target. City's current mulch practices will not apply, as the green material is not processed at a qualifying permitted facility. Parks use approximately five cubic yards of compost per year.	In progress
18.0	Collect procurement records.	Collect procurement records and store in the Implementation Record as well as a summary of purchases to submit for annual report.	\$18993.2 \$18993.4	7/2022; annually	First Annual Report Due: 10/1/2022	CalRecycle has a model procurement policy. Section 5 of the document addresses recordkeeping responsibilities: <a href="https://www2.calrecycle.ca.gov/Docs/Web/117924">https://www2.calrecycle.ca.gov/Docs/Web/117924</a> . See Req 9 and 10 on Implementation Record Tab for documentation required.	PWU&O will work with each City department to obtain purchase records. Procurement records will then be stored in an SB 1383 folder on the City's server for annual reporting and recordkeeping.	In progress
19.0	Update Special Event permits for organics recycling & food recovery.	Update special event permits for (1) proper waste separation (2) food recovery.	\$18984.9 \$18985.1 \$18993.1	8/2021	(1) By 1/1/2022; (2) By 1/1/2024	See Edible Food Generator Tiers tab for definitions of large events and large venues. Both are categorized as Tier 2 Edible Food Generators. Food vendors operating at large events and venues are not exempt from the edible food recovery regulations. Large event and venue operators must make arrangements to ensure that the food vendors operating at their event or venue are recovering the maximum amount of their edible food that would otherwise be disposed. In a situation where the food vendors at a large venue or event are not in compliance with Section 18991.3 of the regulations, the operator of the large event or venue would be responsible for compliance. CalRecycle has a model Mandatory Organic Waste Disposal Reduction Ordinance. This includes language about Edible Food Generators that may be helpful. <a href="https://www2.calrecycle.ca.gov/Docs/Web/117930">https://www2.calrecycle.ca.gov/Docs/Web/117930</a>	City will update Special Events permits to include conditions for Large venues and Large events to recycle source-separated organic material and require Tier 2 Edible Food Generators to partner with a food recovery agency to recover all edible food. The City typically has only one large event (The 4th of July Celebration) that meets SB 1383 definitions.	In progress
20.0	Collect records and report for Annual Reporting.	Establish an implementation record.	18985.3	9/1/2021	Beginning 1/1/2022	See "Implementation Record" tab for list of required records.	The City's preference is to establish an electronic record on the City's server network in a designated SB 1383 reporting folder. PWU&O staff (most likely the Conservation Coordinator) will work with a representative from each department (still being identified) to obtain these records. The conservation coordinator will collect records from Recology. PWU&O receives monthly, quarterly and annual reports from Recology electronically. The City received invoices from vendors electronically and via paper. Paper copies will be scanned and saved as electronic files.  The City has other asset management software in use (Lucity ) to keep track of customer accounts—this is used by Sewer Pretreatment staff to keep track of the state-required grease trap site inspections. It's possible that this could be used for SB 1383 recordkeeping, but significant work would need to be done to upgrade modules to be useful for this as it's not exactly what the system is intended to be used for. Eventually, Recology's updated software system may provide some of the needed recordkeeping ability, but that is unknown as of yet. That would be preferred since Recology has all the generation data and service account details.	In progress
20.1	Collect records and report for Annual Reporting.	Gather compliance documents including copies of ordinances and Franchise Agreement amendments adopted. Begin to prepare the Initial Jurisdiction Compliance Report.	\$18994.1	1/2022- 4/2022	Due 4/1/2022	Initial Compliance Report Includes: 1. Copies of ordinances and agreements 2. Contact information 3. Organic Collection Service Records: A. The type of organic waste collection service(s) provided. B. The total number of generators that receive each type of organic waste collection service provided. C. If a high diversion organic waste processing facility is used, identify the Recycling and Disposal Reporting System number of each facility that receives organic waste from the jurisdiction. D. If compostable plastics are permitted in containers, the jurisdiction shall identify each facility that accepts and recovers that material. E. If the jurisdiction allows organic waste to be collected in plastic bags identify each facility that has notified that it can accept and remove plastic bags when it recovers source separated organic waste.	City to compile City-wide and County required documentation for completion of the initial compliance report.	In progress
20.2	Collect records and report for Annual Reporting.	Gather documents for Annual Report: (1) Records from hauler (quarterly report, route audits, NoVs, contamination, complaint response plan). (2) A summarized history of all outreach and copies of collateral. (3) Records for edible food recovery, self-hauling and waivers of exemption. (4) Procurement documents.	\$18994.2	7/2022- 10/2022; 5/2023-8/2023; 6-2024-8/2024	Due 10/1/2022	1. Initial Compliance Report due April 1, 2022. 2. 1st EAR due October 1, 2022: For period of January 1, 2022 through June 30, 2022 . 3. Annual EAR due August 1, 2023 : For the entire previous calendar year.	City to compile City-wide and County required documentation for completion of the electronic annual report.	In progress

Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
21.0	Prepare budget for SB 1383 programs.	Prepare budget for SB 1383 programs.	N/A	5/2021- 12/2021	N/A	Preparing budgets is a recommendation, not a requirement of SB 1383. However, some jurisdictions will use the agreement/ contract updates to incorporate SB 1383 fees.	Solid Waste program expenditures in 2019-2020 exceeded revenue, which required dramatic rate adjustments of 41.5% over 5 years. Due to the impacts of the pandemic, Council postponed the rate increases from June 2020 to December 2020. This process was extremely challenging with ratepayers. The City will need to revisit this process again and explain the state regulations are requiring actions that force rate increases.	

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Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
5.1	Implement commercial organics collection program.	Implement recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities / State Agencies are considered commercial generators and therefore required to properly separate recycling and organics.</p> <p>The garbage, recycling, and organics bins will be co-located next to every garbage bin. To be compliant, the color scheme for collection containers replaced or purchased after January 1, 2022 must meet one of the two requirements:</p> <ul style="list-style-type: none"> <li>• The lid of the container is the correct color: gray (or black) for trash; blue for traditional recyclables and green for organics.</li> <li>• The body of the container is the correct color: gray (or black) for trash; blue for traditional recyclables; green for organics; and the lid is also the same specified color or may be gray or black.</li> </ul>	Not all City facilities provide three container streams. City departments are responsible for providing their own internal bins for the collection of garbage, recycling, and organics. City facility bathrooms will also have organics containers co-located next to garbage bins for the collection of paper towels.	In progress
5.2	Implement commercial organics collection program.	Participate in recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities are responsible for:</p> <ul style="list-style-type: none"> <li>o Inspecting organic waste containers for contamination</li> <li>o Informing employees if containers are contaminated</li> <li>o Instructing employees how to properly sort material into the correct containers</li> <li>o Employees must properly sort their organic waste into the correct containers</li> </ul>	City facility will promote "clean" participation in recycling programs.	
16.0	Procure recycled organic products.	Purchase recovered organic waste products and recycled content paper products.	§18993.1 §18993.3	1/2022; ongoing	Beginning 1/1/2022	Recycled paper products, printing and writing paper must consist of at least 30 percent, by fiber weight, postconsumer fiber. Paper products include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, and hanging files, corrugated boxes, tissue, and toweling.	The City's Waste Reduction and Recycling plan includes the SB 1383 requirements to procure recovered organic waste products and recycled content paper. Each city department will need to purchase recycled paper products, including printing and writing paper and even janitorial supplies consisting of at least 30 percent postconsumer content. Each city department is required to keep records of these purchases for collection by the PWU&O Conservation Coordinator.	In progress
17.1	Use compost/ mulch.	Use mulch/ compost for Capital Improvement Projects (CIPs). Submit records to PWU&O.	§18993.1	1/2022; ongoing	Beginning 1/1/2022	A city may use mulch in a city project and this may count towards the city's SB 1383 procurement target, regardless of whether these are already required by existing city programs. Records must be submitted to PWU&O for reporting to the State.	Ensure Capital Improvement Projects (CIPs) meet the diversion requirements and see if there are options for use of compost or mulch.	

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Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
5.1	Implement commercial organics collection program.	Implement recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities / State Agencies are considered commercial generators and therefore required to properly separate recycling and organics.</p> <p>The garbage, recycling, and organics bins will be co-located next to every garbage bin. To be compliant, the color scheme for collection containers replaced or purchased after January 1, 2022 must meet one of the two requirements:</p> <ul style="list-style-type: none"> <li>• The lid of the container is the correct color: gray (or black) for trash; blue for traditional recyclables and green for organics.</li> <li>• The body of the container is the correct color: gray (or black) for trash; blue for traditional recyclables; green for organics; and the lid is also the same specified color or may be gray or black.</li> </ul>	Not all City facilities provide three container streams. City departments are responsible for providing their own internal bins for the collection of garbage, recycling, and organics. City facility bathrooms will also have organics containers co-located next to garbage bins for the collection of paper towels.	In progress
5.2	Implement commercial organics collection program.	Participate in recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities are responsible for:</p> <ul style="list-style-type: none"> <li>o Inspecting organic waste containers for contamination</li> <li>o Informing employees if containers are contaminated</li> <li>o Instructing employees how to properly sort material into the correct containers</li> <li>o Employees must properly sort their organic waste into the correct containers</li> </ul>	City facility will promote "clean" participation in recycling programs	
16.0	Procure recycled organic products.	Purchase recovered organic waste products and recycled content paper products. The per capita procurement target equals 0.08 tons of organic waste per California resident per year. One ton of procurement target = (1) 0.58 tons or 1.45 cubic yards of compost. (2) 21 diesel gallons equivalent of transportation fuel; 242 kilowatt- hours; or 22 therms for heating. (3) 650 kilowatt-hours of electricity. (4) one ton of mulch.	§18993.1 §18993.3	1/2022; ongoing	Beginning 1/1/2022	<p>Diversion Strategies preparing a procurement plan for the City.</p> <p>Green waste chipped on site at a city park to produce mulch would not count towards the procurement target. Mulch derived from chipping and grinding facilities and operations is also excluded because the feedstock entering these facilities is not typically landfilled, and therefore does not contribute to organic waste being diverted from landfill disposal consistent with the intent of SB 1383. Mulch may count towards a jurisdiction's procurement target if it meets the requirements outlined in Section 18993.1(f)(4) of the regulations, which require, among other things, that the mulch be produced at specific permitted facilities and comply with land application standards.</p> <p>Jurisdictions are not required to procure recovered organic waste products made from "their" organic waste to satisfy the procurement requirements, nor do the products need to be produced or consumed within their jurisdiction. A jurisdiction may purchase or otherwise acquire products from any entity, or produce it themselves, and use these toward their procurement target, provided the end products meet the 14 CCR Section 18982(60) definition of "recovered organic waste products." The jurisdiction may use the end products in a way that best fits local needs, which may include use or free distribution within their jurisdiction or other jurisdictions.</p>	<p>Yolo County Composting Facility anticipates the new compost facility currently under construction will produce 100,000 tons of compost per year and 7,000-10,000 tons of mulch could also be produced. When possible, Parks should purchase compost for use.</p> <p>Additionally, The City's Waste Reduction and Recycling plan includes the SB 1383 requirements to procure recovered organic waste products and recycled content paper. Each city department will need to purchase recycled paper products, including printing and writing paper and even janitorial supplies consisting of at least 30 percent postconsumer content. Each city department is required to keep records of these purchases for collection by the PWU&amp;O Conservation Coordinator.</p>	
17.0	Use compost/ mulch.	Use mulch/ compost for City landscaping or giveaway. Submit records to PWU&O.	§18993.1	1/2022; ongoing	Beginning 1/1/2022	A city may use mulch in a city landscaping project or give away compost to their residents and these end uses may count towards the city's SB 1383 procurement target, regardless of whether these are already required by existing city programs. Records must be submitted to PWU&O for reporting to the State.	City to determine if the purchase of mulch/compost will be used to count toward their procurement target. City's current mulch practices will not apply, as the green material is not processed at a qualifying permitted facility. Parks use approximately five cubic yards of compost per year.	In progress
19.0	Update Special Event permits for organics recycling & food recovery.	Update special event permits for (1) proper waste separation (2) food recovery.	§18984.9 §18985.1 §18993.1	8/2021	(1) By 1/1/2022; (	<p>See Edible Food Generator Tiers tab for definitions of large events and large venues. Both are categorized as Tier 2 Edible Food Generators. Food vendors operating at large events and venues are not exempt from the edible food recovery regulations. Large event and venue operators must make arrangements to ensure that the food vendors operating at their event or venue are recovering the maximum amount of their edible food that would otherwise be disposed. In a situation where the food vendors at a large venue or event are not in compliance with Section 18991.3 of the regulations, the operator of the large event or venue would be responsible for compliance. CalRecycle has a model Mandatory Organic Waste Disposal Reduction Ordinance. This includes language about Edible Food Generators that may be helpful. <a href="https://www2.calrecycle.ca.gov/Docs/Web/117930">https://www2.calrecycle.ca.gov/Docs/Web/117930</a></p>	Parks & Community Services will work with PWU&O to update Special Events permits to include conditions for Large venues and Large events to provide recycling and source-separated organic material collection; and require these Tier 2 Edible Food Generators to partner with a food recovery agency to recover all edible food that would otherwise be disposed. The City typically has only one large event (The 4th of July Celebration) that meets SB 1383 definitions. Special Event permit records will be submitted to PWU&O Conservation Coordinator.	In progress

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Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
5.1	Implement commercial organics collection program.	Implement recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities / State Agencies are considered commercial generators and therefore required to properly separate recycling and organics.</p> <p>The garbage, recycling, and organics bins will be co-located next to every garbage bin. To be compliant, the color scheme for collection containers replaced or purchased after January 1, 2022 must meet one of the two requirements:</p> <ul style="list-style-type: none"> <li>• The lid of the container is the correct color: gray (or black) for trash; blue for traditional recyclables and green for organics.</li> <li>• The body of the container is the correct color: gray (or black) for trash; blue for traditional recyclables; green for organics; and the lid is also the same specified color or may be gray or black.</li> </ul>	Not all City facilities provide three container streams. City departments are responsible for providing their own internal bins for the collection of garbage, recycling, and organics. City facility bathrooms will also have organics containers co-located next to garbage bins for the collection of paper towels.	In progress
5.2	Implement commercial organics collection program.	Participate in recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities are responsible for:</p> <ul style="list-style-type: none"> <li>o Inspecting organic waste containers for contamination</li> <li>o Informing employees if containers are contaminated</li> <li>o Instructing employees how to properly sort material into the correct containers</li> <li>o Employees must properly sort their organic waste into the correct containers</li> </ul>	City facility will promote "clean" participation in recycling programs	
16.0	Procure recycled organic products.	<p>Purchase recovered organic waste products and recycled content paper products. The per capita procurement target equals 0.08 tons of organic waste per California resident per year. One ton of procurement target =</p> <p>(1) 0.58 tons or 1.45 cubic yards of compost.                      (2) 21 diesel gallons equivalent of transportation fuel; 242 kilowatt- hours; or 22 therms for heating.                      (3) 650 kilowatt-hours of electricity.                      (4) one ton of mulch.</p> <p>Recycled paper products, printing and writing paper must consist of at least 30 percent, by fiber weight, postconsumer fiber. Paper products include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, and hanging files, corrugated boxes, tissue, and toweling.</p>	§18993.1 §18993.3	1/2022; ongoing	Beginning 1/1/2022	<p>Diversions Strategies is preparing a procurement plan for the City.</p> <p>Additionally, The City's Waste Reduction and Recycling plan includes the SB 1383 requirements to procure recovered organic waste products and recycled content paper. Each city department will need to purchase recycled paper products, including printing and writing paper and even janitorial supplies consisting of at least 30 percent postconsumer content. Each city department is required to keep records of these purchases for collection by the PWU&amp;O Conservation Coordinator.</p>	The City may form an agreement with a compost facility (e.g. Yolo County) whereby the facility would ensure the City's procurement target is met. Facility customers would sign agreements to become the direct service providers and procure the compost (or other organic waste products) on behalf of the City. These direct service provider agreements would include SB 1383 procurement regulations to ensure compliance with the requirements. The agreement between the City and the compost facility would stipulate that the facility would keep track of all records of procurement (the contracts, receipts, etc.) and send them to the City for recordkeeping.	In progress
22.0	Review and Adopt ordinances and agreements.	Adopt ordinances or enforceable agreements for: (1) General SB 1383 Compliance & Edible Food Recovery (2) CALGreen Building Standards (3) Water Efficient Landscape Requirements	§18981.2 §18989.1 §18989.2 §18997.3	9/2021- 12/2021	By 1/1/2022	The key is that there is some enforceable mechanism(s) so that the City can ensure that haulers are meeting the regulatory requirements (Article 7) and can take enforcement if needed.	Review drafts from PWU&O and oversee approval process from City commissions, City Council and public meetings.	In progress

Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
22.1	Review and Adopt ordinances and agreements.	Approve designation of program implementation, outreach, and monitoring responsibilities (as desired). Responsibilities may be made through any one or more of the following: (1) Contracts with haulers or other private entities; or, (2) Agreements such as MOUs with other jurisdictions, entities, regional agencies, or other government entities, including environmental health departments.	\$18981.2	9/2021- 12/2021	By 1/1/2022	The City may also formally designate Recology or another private entity as a "direct service provider" to count their purchases of recovered organic waste products toward the procurement target. City staff is consulting with CalRecycle about the nuances of potentially procuring compost to be used on agricultural lands to meet the procurement target and what steps this type of designation(s) may require.	Review draft from PWU&O and oversee approval process from City commissions, City Council and public meetings.	In progress
22.2	Review and Adopt ordinances and agreements.	Approve amendment of hauler agreements, contracts with local waste management processing facilities, and organic waste recycling facilities.	\$18981.2 \$18990.1 \$18997.3	9/2021- 12/2021	By 1/1/2022	Copies of ordinances and agreements are due in the Initial Compliance Report on 4/1/22. The Capacity study requires a verification that organics processing capacity has been secured by 8/1/22. This means the City and/or Recology will need to obtain written commitments for future processing capacity (enough to process 100% of the organics currently going to landfill).	Review franchise agreement from PWU&O oversee approval process from City commissions, City Council and public meetings.	In progress
23.0	Administer penalties for violations.	Update the administrative fee schedule with civil penalties described in SB 1383. The City is required to begin administering penalties in response to violations in 2024.	\$18997.1 \$18997.2	10/2021	If including in ordinances (or other method) do so by 1/1/2022. If preparing separately do so by 1/1/2024.	The ordinances should include an inspection and enforcement plan. However, the process for providing administrative/ civil fines may require additional steps. City Attorney is appropriate entity to advise on this process. Here is a list of the penalty amounts: 1st violation = \$50- 100 per violation 2nd violation = \$100- \$200 per violation 3rd violation = \$250- \$500 per violation	City under advisement of the City Attorney will update the Organics ordinance with an enforcement plan that includes an administrative fee schedule with civil penalties. Most likely it will follow the typical administrative citation process and fine amount ( <a href="http://qcode.us/codes/davis/view.php?topic=1-1_02&amp;showAll=1">http://qcode.us/codes/davis/view.php?topic=1-1_02&amp;showAll=1</a> )	In progress
23.1	Administer penalties for violations.	Administer enforcement and penalties for violations according to the administrative fee schedule. SB 1383 does not authorize provision of penalties by haulers.	\$18995.1 \$18995.4 \$18997.1	1/2024- ongoing	Beginning 1/1/2024	Provide NoV requiring compliance in 60 days, then issue penalties. SB 1383 does not authorize haulers to issue penalties. Penalties do not have to be issued for violations found during route reviews; those notices can continue to be educational. NoVs need to include: 1. The name(s), or account name(s) if different, of each person or entity to whom it is directed. 2. A factual description of the violations of this chapter, including the regulatory section(s) being violated. 3. A compliance date by which the operator is to take specified action(s). 4. The penalty for not complying within the specified compliance date. See Implementation Record tab for recordkeeping requirements.	The first step for addressing a code violation is a "soft notice" documenting the section of code and when the issue needs to be remedied. This may be delivered via in person, phone, email, or a door hanger. Any subsequent or continued violation results in a Notice of Violation (NOV). Environmental Resources Division (ERD) staff sends a NOV letter to the Police Department Code Enforcement Unit to be mailed to the offender on Police letterhead. For subsequent and/or continued violations ERD staff will request the Police Department Code Enforcement Unit to issue an administrative fine to the property owner.	In progress

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Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
5.1	Implement commercial organics collection program.	Implement recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities / State Agencies are considered commercial generators and therefore required to properly separate recycling and organics.</p> <p>The garbage, recycling, and organics bins will be co-located next to every garbage bin. To be compliant, the color scheme for collection containers replaced or purchased after January 1, 2022 must meet one of the two requirements:</p> <ul style="list-style-type: none"> <li>• The lid of the container is the correct color: gray (or black) for trash; blue for traditional recyclables and green for organics.</li> <li>• The body of the container is the correct color: gray (or black) for trash; blue for traditional recyclables; green for organics; and the lid is also the same specified color or may be gray or black.</li> </ul>	Not all City facilities provide three container streams. City departments are responsible for providing their own internal bins for the collection of garbage, recycling, and organics. City facility bathrooms will also have organics containers co-located next to garbage bins for the collection of paper towels.	In progress
5.2	Implement commercial organics collection program.	Participate in recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities are responsible for:</p> <ul style="list-style-type: none"> <li>o Inspecting organic waste containers for contamination</li> <li>o Informing employees if containers are contaminated</li> <li>o Instructing employees how to properly sort material into the correct containers</li> <li>o Employees must properly sort their organic waste into the correct containers</li> </ul>	City facility will promote "clean" participation in recycling programs	
16.0	Procure recycled organic products.	Purchase recovered organic waste products and recycled content paper products.	§18993.1 §18993.3	1/2022; ongoing	Beginning 1/1/2022	Recycled paper products, printing and writing paper must consist of at least 30 percent, by fiber weight, postconsumer fiber. Paper products include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, and hanging files, corrugated boxes, tissue, and toweling.	The City's Waste Reduction and Recycling plan includes the SB 1383 requirements to procure recovered organic waste products and recycled content paper. Each city department will need to purchase recycled paper products, including printing and writing paper and even janitorial supplies consisting of at least 30 percent postconsumer content. Each city department is required to keep records of these purchases for collection by the PWU&O Conservation Coordinator.	In progress

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16.0	Procure recycled organic products.	Purchase recovered organic waste products and recycled content paper products.	§18993.1 §18993.3	1/2022; ongoing	Beginning 1/1/2022	Recycled paper products, printing and writing paper must consist of at least 30 percent, by fiber weight, postconsumer fiber. Paper products include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, and hanging files, corrugated boxes, tissue, and toweling.	The City's Waste Reduction and Recycling plan includes the SB 1383 requirements to procure recovered organic waste products and recycled content paper. Each city department will need to purchase recycled paper products, including printing and writing paper and even janitorial supplies consisting of at least 30 percent postconsumer content. Each city department is required to keep records of these purchases for collection by the PWU&O Conservation Coordinator.	In progress

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5.2	Implement commercial organics collection program.	Participate in recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities are responsible for:</p> <ul style="list-style-type: none"> <li>o Inspecting organic waste containers for contamination</li> <li>o Informing employees if containers are contaminated</li> <li>o Employees must properly sort their organic waste into the correct containers</li> </ul>	City facility will promote "clean" participation in recycling programs	
5.3	Implement commercial organics collection program.	Educate employees about recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	Instruct employees how to properly sort material into the correct containers	In collaboration with PWU&O staff, update employee handbook with Waste Reduction Policy and Procedures. Human Resources to provide training on waste diversion requirements and Waste Reduction Policy and Procedures when onboarding new employees.	
16.0	Procure recycled organic products.	Purchase recovered organic waste products and recycled content paper products.	§18993.1 §18993.3	1/2022; ongoing	Beginning 1/1/2022	Recycled paper products, printing and writing paper must consist of at least 30 percent, by fiber weight, postconsumer fiber. Paper products include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, and hanging files, corrugated boxes, tissue, and toweling.	The City's Waste Reduction and Recycling plan includes the SB 1383 requirements to procure recovered organic waste products and recycled content paper. Each city department will need to purchase recycled paper products, including printing and writing paper and even janitorial supplies consisting of at least 30 percent postconsumer content. Each city department is required to keep records of these purchases for collection by the PWU&O Conservation Coordinator.	In progress

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5.2	Implement commercial organics collection program.	Participate in recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities are responsible for:</p> <ul style="list-style-type: none"> <li>o Inspecting organic waste containers for contamination</li> <li>o Informing employees if containers are contaminated</li> <li>o Instructing employees how to properly sort material into the correct containers</li> <li>o Employees must properly sort their organic waste into the correct containers</li> </ul>	City facility will promote "clean" participation in recycling programs	
16.0	Procure recycled organic products.	Purchase recovered organic waste products and recycled content paper products.	§18993.1 §18993.3	1/2022; ongoing	Beginning 1/1/2022	Recycled paper products, printing and writing paper must consist of at least 30 percent, by fiber weight, postconsumer fiber. Paper products include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, and hanging files, corrugated boxes, tissue, and toweling.	The City's Waste Reduction and Recycling plan includes the SB 1383 requirements to procure recovered organic waste products and recycled content paper. Each city department will need to purchase recycled paper products, including printing and writing paper and even janitorial supplies consisting of at least 30 percent postconsumer content. Each city department is required to keep records of these purchases for collection by the PWU&O Conservation Coordinator.	In progress
18.0	Collect records.	Provide support for each City department to keep digital records.	§18993.2 §18993.4	7/2022; annually	First Annual Report Due: 10/1/2022	See "Implementation Record" tab for list of required records	The City's preference is to establish an electronic record on the City's server network in a designated SB 1383 reporting folder. PWU&O staff (most likely the Conservation Coordinator) will work with a representative from each department (still being identified) to obtain these records.	In progress

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5.2	Implement commercial organics collection program.	Participate in recycling and organics diversion program at each City facility.	§ 18984	5/2021-12/2021	By 1/1/2022	<p>City facilities are responsible for:</p> <ul style="list-style-type: none"> <li>o Inspecting organic waste containers for contamination</li> <li>o Informing employees if containers are contaminated</li> <li>o Instructing employees how to properly sort material into the correct containers</li> <li>o Employees must properly sort their organic waste into the correct containers</li> </ul>	City facility will promote "clean" participation in recycling programs	
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23.0	Administer penalties for violations (Police only).	Update the administrative fee schedule with civil penalties described in SB 1383. The City is required to begin administering penalties in response to violations in 2024.	§18997.1 §18997.2	10/2021	If including in ordinances (or other method) do so by 1/1/2022. If preparing separately do so by 1/1/2024.	<p>The ordinances should include an inspection and enforcement plan. However, the process for providing administrative/ civil fines may require additional steps. City Attorney is appropriate entity to advise on this process.</p> <p>Here is a list of the penalty amounts:                      1st violation = \$50- 100 per violation                      2nd violation = \$100- \$200 per violation                      3rd violation = \$250- \$500 per violation</p>	City under advisement of the City Attorney will update the Organics ordinance with an enforcement plan that includes an administrative fee schedule with civil penalties. Most likely it will follow the typical administrative citation process and fine amount ( <a href="http://qcode.us/codes/davis/view.php?topic=1-1_02&amp;showAll=1">http://qcode.us/codes/davis/view.php?topic=1-1_02&amp;showAll=1</a> )	In progress

Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
23.1	Administer penalties for violations (Police only).	Administer enforcement and penalties for violations according to the administrative fee schedule. SB 1383 does not authorize provision of penalties by haulers.	§18995.1 §18995.4 §18997.1	1/2024- ongoing	Beginning 1/1/2024	Provide NoV requiring compliance in 60 days, then issue penalties. SB 1383 does not authorize haulers to issue penalties. Penalties do not have to be issued for violations found during route reviews; those notices can continue to be educational. NoVs need to include: 1. The name(s), or account name(s) if different, of each person or entity to whom it is directed. 2. A factual description of the violations of this chapter, including the regulatory section(s) being violated. 3. A compliance date by which the operator is to take specified action(s). 4. The penalty for not complying within the specified compliance date. See Implementation Record tab for recordkeeping requirements.	The first step for addressing a code violation is a "soft notice" documenting the section of code and when the issue needs to be remedied. This may be delivered via in person, phone, email, or a door hanger. Any subsequent or continued violation results in a Notice of Violation (NOV). Environmental Resources Division (ERD) staff sends a NOV letter to the Police Department Code Enforcement Unit to be mailed to the offender on Police letterhead. For subsequent and/or continued violations ERD staff will request the Police Department Code Enforcement Unit to issue an administrative fine to the property owner. Records and dates of enforcement activities will be stored for collection by the PWU&O Conservation Coordinator.	In progress

Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
24.0	Discuss Organic Waste Recycling Capacity Study with Yolo County.	<p>The County will conduct an organics waste recycling capacity study as follows:</p> <p>(1) Estimate the amount of organic waste disposed and verifiable organic waste recycling capacity available to the jurisdiction.</p> <p>(2) Estimate the amount of new or expanded capacity required according to organic waste disposal and capacity data.</p> <p>(3) Develop an implementation schedule demonstrating how capacity will be secured as needed.</p> <p>Timeline:                      8/1/22: Report for 1/1/22- 12/31/24.                      8/1/24: Report for 1/1/25 - 12/31/34.                      8/1/29: Report for 1/1/30- 12/31/39.                      8/1/34: Report for 1/1/35-12/31/44.</p>	§18992.1- §18992.3	January 2021; 2023; 2028; 2033	8/1/22; 8/1/24; 8/1/29; 8/1/34	If there is not enough capacity, the City of Davis will also be responsible for the implementation plan (Step 3).	The County has initiated the Organic Waste Recycling Capacity study. The County has built an anaerobic digestion facility that can handle all the City's waste, and is in the processing of building a liquid digester and aerobic composting facility to increase capacity and accept waste from out of county as well.	In progress
25.0	Discuss Edible Food Capacity Study with Yolo County.	<p>The County will conduct an Edible Food Capacity Study as follows:</p> <p>(1) Estimate the edible food waste disposed by applicable generators.</p> <p>(2) Identify existing food recovery capacity available, identify new planned capacity, and calculate minimum capacity necessary to collect 20% (statewide).</p> <p>(3) Develop an implementation schedule demonstrating how capacity will be secured as needed.</p> <p>Timeline:                      8/1/22: Report for 1/1/22- 12/31/24.                      8/1/24: Report for 1/1/25 - 12/31/34.                      8/1/29: Report for 1/1/30- 12/31/39.                      8/1/34: Report for 1/1/35-12/31/44.</p>	§18992.1- §18992.3	January 2021; 2023; 2028; 2033	8/1/22; 8/1/24; 8/1/29; 8/1/34	<p>Although CalRecycle will be releasing an edible food recovery capacity planning tool, this tool will require manual input (and estimation) of the quantity of edible food generated by each type of defined Tier 1 and Tier 2 generator. Additionally, CalRecycle will be releasing generator identification guidance and a survey for edible food recovery agencies.</p> <p>San Diego County (Stephanie Ewalt and Geertje Grootenhuis) reports using an adapted version of CalRecycle's draft calculator tool and survey tool.</p>	<p>The County has initiated the Edible Food Recovery capacity study. Recently, a group of the consultants working on this project have met to increase that coordination even further.</p> <p>Of the 53 identified Tier 1 generators, only 23 are not currently using the Yolo County Food Bank. Some of the others may be using alternative food recovery agencies. There is still some investigation into what "capacity" means and whether or not local food recovery agencies currently have the ability to take on additional edible food.</p>	In progress

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Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
26.0	Inspect edible food generating businesses.	Develop and implement process for inspection of edible food generators and edible food recovery agencies. Provide and collect food recovery agreements between businesses and recovery entities. Inspect Tier 1 Edible Food Generators: (1) Verify contracts and written agreements are in place (2) recordkeeping (3) verify edible food generators are offering maximum amount of edible food possible for recovery.	\$18995.1	1/2022- 3/2022	Beginning 1/1/2022	(Collaborate with regional agencies to determine who will be responsible for these duties; or Code Enforcement) SB 1383 does not require the City provide the agreements, but CalRecycle provides a model contract. The regulations do require the City to adopt an ordinance requiring the contracts and conduct inspections to verify contracts are in place. See Implementation Record and Annual Report tab for the recordkeeping and reporting requirements. Not all Tier 1 businesses need to be inspected annually. Inspections should verify the following types of records are being kept: A. Contract or written agreement (its is not required to obtain a copy) B. Schedules for food recovery C. Quantity of food recovered in pounds per month D. Types of food each food recovery agency will receive or collect. Inspections of edible food recovery agencies are to verify records are being kept.	Consumer Protection Unit (CPU) of Yolo County Environmental Health Division(YCEH) will be responsible for performing annual inspections of Tier 1 & Tier 2 generators. Yolo County landfill staff are working with Environmental Health Division to update the site-visit checklist to include the required SB 1383 monitoring compliance questions. The YCEH will provide inspection records to Yolo Integrated Waste Mgmt. staff, who will forward to City. Inspection records will be saved on the City server in a designated SB 1383 folder for annual reporting.  If there is significant staff time required for the inspections, they will include these costs as part of the updated fee schedule that will go to the Board of Supervisors. These are the Environmental Health fees that are paid by businesses annually.	In Progress
26.1	Inspect edible food generating businesses.	Inspect Tier 2 Edible Food Generators.	\$18995.1	1/2024- 3/2024	Beginning 1/1/2024	(Collaborate with regional agencies to determine who will be responsible for these duties; or Code Enforcement) The same comments made for Tier 1 generators apply to Tier 2 generators.	Consumer Protection Unit (CPU) of Yolo County Environmental Health Division will be responsible for performing annual inspections of Tier 1 & Tier 2 generators.	In Progress

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Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
27.0	Review designated responsibilities.	Review responsibilities designated by the jurisdiction. This may include program requirements, monitoring and recordkeeping.	§18981.2	Feb., Jun., Sept., & Nov. annually	By 1/1/2022	The City is in the process of SB 1383 compliance discussions with Recology.	Responsibilities that may be shared in part with Recology include: <ul style="list-style-type: none"> <li>• Assessment of waivers</li> <li>• Outreach to generators (in part)</li> <li>• Generator compliance desk audit (in future if database permits)</li> <li>• Follow-up outreach for contamination monitoring (in part)</li> <li>• Investigation of complaints (in part)</li> <li>• Route reviews</li> </ul>	In progress
27.1	Review designated responsibilities.	Plan and implement an organics collection program. Collect data about participation, disposal rate per account and contamination. Identify facilities to which organic waste is transported to and obtain jurisdiction's approval. This does not apply to lawful transport of construction and demolition debris.	§18984	1/2021-12/2021	By 1/1/2022	<p>"Collect data about participation, disposal rate per account and contamination" is a recommendation, not a requirement. The requirement is to provide mandatory service to all generators meaning they are automatically subscribed.</p> <p>Generator Requirements:</p> <ol style="list-style-type: none"> <li>1. Subscribe to service; or self-haul.</li> <li>2. Properly sort organic waste.</li> <li>3. PMs/ Owners must:                             <ol style="list-style-type: none"> <li>A. Allow access to adequate number, size and location of containers</li> <li>B. Provide recycling and organics containers near indoor disposal containers (compliant colors and labels)</li> <li>C. Provide collection services and education to employees, tenants, contractors and customers about proper sorting</li> <li>D. Provide outreach to new tenants within 14 days</li> <li>E. Inspect containers for contamination</li> </ol> </li> </ol>	<p>Recology has all the generation data and service account details. Recology reports the following concerns about community compliance with SB 1383:</p> <ul style="list-style-type: none"> <li>• Challenges with multifamily compliance, especially at mobile home parks.</li> <li>• Commercial compliance based on recent impacts to operations and challenges with sorting, high turnovers, etc.</li> <li>• community investment in portions of the changes but not the entirety of the regulations – meaning that there will be prioritization that might not match the city's process.</li> </ul>	Complete
28.0	Inventory container colors and labels.	Update container labels with a list or pictures of acceptable and unacceptable materials.	§18984.8	10/2021	Beginning 1/1/2022	<a href="https://www.calrecycle.ca.gov/recycle/commercial/organics/prtoolkit">CalRecycle has some sample "signs/ stickers" that can be used or adapted: https://www.calrecycle.ca.gov/recycle/commercial/organics/prtoolkit</a>	Trash bins do not have pictures. All organics carts and new recycling carts have pictures and words describing what can go into them, but only the organics carts have any labeling that mentions the container contaminates.	In progress
28.1	Inventory container colors and labels.	Inventory waste containers for compliant colors. Containers replaced or purchased after 1/2022 will need to have a body and/or lid: (1) a shade of gray (or black) for trash (2) blue for traditional recyclables (3) green for organic waste (4) brown for food waste if it is collected separately from other organics	§18984.7	5/2021- 7/2021	Beginning 1/1/2022 and by 1/1/2036	Davis utilizes dual-stream recycling. Residential customers receive a split-cart for containers/ fibers that has black and blue lids. Residential customers utilize brown carts for organics. The commercial and multi-family customers receive separate green containers for paper and containers. Commercial customers may also request a front-load container for source-separated, flattened cardboard.	<p>Recology prefers to change out the entire cart. There are some benefits of having the same color as other Recology sites—we can share inventory when needed rather than having to wait for supplies to be ordered. Recology prefers to keep the colors consistent (when possible) with other Recology sites. There's definitely a benefit to consistent messaging in the region. PWU&amp;O staff have some concerns that any large-scale cart replacement would be questioned by residents and commissions based on the cost and environmental impact. Unfortunately cart replacement was not addressed in CalRecycle's EIR, as the EIR assumed that carts would only be replaced via normal attrition. Recology estimates that normal attrition allows for approximately 10% of carts to be swapped out every year. By 2036, most carts should be naturally replaced.</p> <p>New color scheme will include:</p> <ul style="list-style-type: none"> <li>Single-family</li> <li>Single-family trash carts: Gray body and lid.</li> <li>Single-family split-recycling carts: Davis utilizes dual-stream recycling. Residential customers receive a split-cart for containers/ fibers that has black and blue lids. Lids for the paper side of the cart will be changed to dark blue.</li> <li>Single-family organics carts: City undecided on green colored body or green lid only, but leaning toward gray body.</li> <li>Commercial &amp; Multi-family</li> <li>Commercial &amp; Multi-family trash carts: Gray body and lid.</li> <li>Commercial &amp; Multi-family recycling carts: Two different colors of blue for recycling carts.</li> <li>Commercial &amp; Multi-family organics carts: Green body and lid.</li> </ul>	In progress

Task*	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	SCS Notes	City Status Notes	Progress
29.0	Support compliance monitoring and follow up outreach.	Update notice of violation and noncompliance letters for violations.	§18995.1 §18996.5	9/2021	Before 1/1/2022	See notes on Public Works - U&O Tab- Task 10. The City is responsible for this task, but can designate this to haulers.	City is responsible for creating and issuing NoVs.	Complete
29.1	Support compliance monitoring and follow up outreach.	Provide Notices of Violation and follow-up outreach and education.	§18995.1 §18995.4	1/2022- ongoing	Beginning 1/1/2022	Same comment as above.	Recology will notify the City of observed issues requiring an NoV. Recology will tag carts and bins when they cannot collect them due to contamination, being overfilled, etc.	
30.0	Conduct contamination monitoring (route reviews).	Conduct contamination monitoring annually. Identify the collection routes, develop a route review methodology and schedule. For a route review, a lid-flip or visual audit will satisfy this requirement. This responsibility can also be designated to the hauler. In this case, using camera on collection trucks to look for contamination is one way to comply.	§18984.5	2/2022 -3/2022 & 8/2022-9/2022	Beginning 4/1/2022	See notes on Public Works - U&O Tab- Task 11. The City is responsible for this task, but can designate this to haulers.	Recology will perform route reviews. City to collaborate with Recology on collection routes, route review methodology and schedule.	In progress
31.0	Provide RDRS records (as applicable).	Self-haulers of food waste will report to CalRecycle in the Recycling and Disposal Reporting System (RDRS).	§18815.4	Annually: 3/31, 6/30, 9/30, 12/31	Annually: 4/30, 7/31, 10/31, 1/31	The City is not required to identify, report, or track self-haulers. See Public Works - U&O Tab- Task 7 for more information.	Commercial businesses that self-haul and/ or backhaul food waste are to complete required food waste reporting in the RDRS directly. Recology not required to oversee this reporting.	Complete
31.1	Provide RDRS records (as applicable).	Contract haulers will report origin of material and identify whether material is collected from a source-separated organics collection stream or a mixed waste organics collection stream when delivering to a reporting entity (e.g. facility, broker or transporter). In some cases they may report to CalRecycle; either way it will be reported in the RDRS on a quarterly basis.	§18815.4	Annually: 3/31, 6/30, 9/30, 12/32	Annually: 4/30, 7/31, 10/31, 1/31	Jurisdictions may also request/ require this information through franchise agreements and contracts. If the City would also like this information for preparing EARs it may be worthwhile to request a copy.	Recology to provide RDRS records as instructed by CalRecycle.	Complete
32.0	Provide records to the City (Timeline TBD).	Municipal code/ franchise agreement will dictate the protocol and process for haulers to provide compliance records and reports to the City.	N/A		N/A	Municipal code/ franchise agreement will dictate the timeline required.	Recology to provide records to the Conservation Coordinator as directed.	

Implementation Record Requirement Section 18995.2		Citation
Jurisdictions must keep an Implementation Record in one central location (physical or electronic). If CalRecycle requests, access to the Implementation Record must be granted within 10 business days. All records must be added to the Implementation Record within 60 days of the creation of the documentation and retained for 5 years.		§18995.2
The Implementation Record must contain: (1) A copy of all ordinances and similarly enforceable mechanisms, contracts, and agreements. (2) A written description of the inspection and enforcement program. (3) Organic waste collection service records. (4) Contamination minimization records. (5) All waiver and exemption records. (6) All education and outreach records. (7) All hauler program records. (8) All jurisdiction edible food recovery program records. (9) All recovered organic waste procurement target records. (10) All recycled content paper procurement records. (11) All inspection, route review, and compliance review documents generated. (12) All records of enforcement actions. (13) All records of complaints and investigations of complaints and compliance. (14) All records required if the jurisdiction is implementing a performance-based source separated organic waste collection service.		§18995.2
Req.	Recordkeeping Requirement Details	Citation
1	Enforceable Mechanism Records: (1) Contracts with haulers or other private entities. (2) MOUs with other jurisdictions, entities, regional agencies, or other government entities (including health departments). Enforceable Mechanisms must address: (1) General SB 1383 Compliance & Edible Food Recovery (2) CALGreen Building Standards (3) Water Efficient Landscape Requirements	§18981.2 §18989.1 §18989.2 §18997.3
2	Enforcement and Inspection Plan Record: (1) Protocol for conducting compliance reviews and inspections, NoVs and investigating complaints. <i>See requirements 11- 13 for records.</i> (2) Protocol for administering penalties for violations.	§18995.1

Req.	Recordkeeping Requirement Details Section 18995.2	Citation
3	<p>Organic Waste Collection Service Records:</p> <ul style="list-style-type: none"> <li>(1) A description of which collection method(s) it will use.</li> <li>(1) The geographical area for each collection method.</li> <li>(3) If the jurisdiction is using a service that requires the contents of containers to be transported to a high diversion organic waste processing facility:                             <ul style="list-style-type: none"> <li>(a) List all high diversion organic waste processing facilities used.</li> <li>(b) List all approved haulers in the jurisdiction that are allowed to take organic waste to the identified facility or facilities.</li> <li>(c) The geographical area the hauler(s) serves, the routes serviced, or a list of addresses served.</li> </ul> </li> <li>(4) A copy of written notification received from each facility used indicating that the facility recovers compostable plastics (if applicable).</li> <li>(5) A copy of written notification received from each facility used indicating that the facility can process and remove plastic bags (if applicable).</li> </ul>	§18984.4
4	<p>Container Contamination Minimization Records:</p> <ul style="list-style-type: none"> <li>(1) Description of process used for determining the level of container contamination.</li> <li>(2) Documentation of route reviews conducted (if applicable).</li> <li>(3) Documentation of waste evaluations performed (if applicable).</li> <li>(4) Copies of all notices of contamination issued to generators.</li> <li>(5) Documentation of the number of containers where contents were disposed due to contamination.</li> </ul>	§18984.6
5	<p>Waivers and Exemption Records:</p> <ul style="list-style-type: none"> <li>(1) A copy of all correspondence received from a facility that triggered a Processing Facility Temporary Equipment or Operational Failure Waiver and subsequent waiver issuance information.</li> <li>(2) A description of the jurisdiction's process for issuing waivers and the frequency of inspections.</li> <li>(3) A copy of all De Minimis Waivers.</li> <li>(4) A copy of all Physical Space Waivers.</li> <li>(5) A copy of all collection frequency waivers.</li> <li>(6) A record of the amount of sediment debris disposed on an annual basis.</li> <li>(7) A record of solid waste removed from homeless encampments and illegal disposal sites (if more than 100 tons).</li> <li>(8) A copy of all compliance agreements for quarantined organic waste disposed.</li> </ul>	§18984.14
6	<p>Education and Outreach Records:</p> <ul style="list-style-type: none"> <li>(1) Copies of flyers, brochures, newsletters, invoice messaging, website and social media postings.</li> <li>(2) The date, and recipients of information (type and number of accounts).</li> <li>(3) A copy of electronic media and posting dates.</li> <li>(4) Copies of materials distributed by designees.</li> </ul>	§18985.3

Req.	Recordkeeping Requirement Details	Citation
7	Hauler records: (1) Copies of ordinances, contracts, franchise agreements, policies, procedures or programs. (2) Description of hauler program: (a) Type(s) of hauler system(s) used. (b) Type(s) and condition(s) of approvals, denials, and revocations for each hauler type. (c) The process for issuing, revoking, and denying written approvals. (d) Requirements for self-hauling and back-hauling. (3) Record of hauler compliance with local ordinances: (a) Copies of hauler reports. (b) Copies of written approvals, denials, and revocations.	§18988.4
8	Edible Food Recovery Program Records: (1) A list of commercial edible food generators that have a written contract (or agreement) with food recovery agencies. (2) A list of food recovery agencies and their capacity. (3) Documentation of actions the jurisdiction has taken to increase edible food recovery capacity.	§18991.2
9	Recovered Organic Waste Procurement Records: (1) A description of how the jurisdiction will comply with procurement requirements. (2) The name, location, and contact information of each entity from whom these products were procured and a description of how the product was used (or where it was applied). (3) All invoices or records evidencing procurement. (4) Records of procurement from direct service providers (hauler). (5) A written certification from POTW if renewable gas from a POTW is used. (6) A written certification from the biomass conversion facility if electricity will be purchased. (7) Evidence of the total fuel, electricity, and gas for heating purchased if using an adjusted procurement target. (8) A copy of the ordinance or enforcement mechanism requiring that mulch procured meets land application standards.	§18993.2
10	Recycled Content Paper Procurement Records: (1) Copies of invoices or receipts that describe volume and type of paper purchased. (2) Copies of certifications or verifications required.	§18993.4

Req.	Recordkeeping Requirement Details	Citation
11	Inspection, Route Review or Compliance Review Records: (1) Identifying information for the subject (name/ account name, hauler route/ addresses covered, list of accounts reviewed). (2) Date(s) of inspection or review. (3) Person who conducted the inspection or review. (4) Findings regarding compliance, any NoVs and educational materials issued. (5) Photographs and account records relating to the information above. (6) Route review records must also include description of the location of any contaminants found.	18995.1
12	Enforcement Records: (1) Copies of all documentation of route reviews, compliance reviews and inspections. (2) Copies of all enforcement actions (NoVs and penalty orders). (3) A list of dates of compliance (and evidence) after an NoV was issued. (4) Copies of notices and educational materials provided.	§18995.1
13	Complaint Records: (1) If the complaint is not anonymous, the name and contact information of the complainant. (2) The identity of the alleged violator, if known. (3) A description of the alleged violation including location(s) and all other relevant facts known to the complainant. (4) Any relevant photographic or documentary evidence to support the allegations in the complaint. (5) The identity of any witnesses, if known. (6) Determination of compliance or NoVs issued.	§18995.3
14	Performance-Based Source Separated Collection Service Records: (1) Geographical area each designee serves. (2) A copy of the agreement for each designee specifying all haulers will transport source separated organics to a designated source separated organic waste facility. (3) Compliance records: (a) A list of generator addresses in the jurisdiction. (b) A list of generator addresses served with performance-based collection service. (c) A list of generator addresses not required to use the performance-based collection service. (d) Documentation of the enrollment system. (4) The following Implementation Record components ,as outlined above: (a) (1) (b) For edible food recovery: (2) & (6) (c) (8), (9) & (10) (d) For edible food recovery: (11), (12) & (13)	§18998.4

The first annual report may be submitted on **October 1, 2022**. The report shall cover the period of January 1, 2022 through June 30, 2022. Beginning August 1, 2023 each subsequent report shall be submitted annually, **August 1**, for the period covering the entire previous calendar year.

**Include the following information:**

If the jurisdiction designates any responsibilities, include copies of the agreements and contracts.

Organic waste collection requirements:

- (1) The type of organic waste collection service(s) provided.
- (2) The total number of generators that receive each type of organic waste collection service provided.
- (3) If a high diversion organic waste processing facility is used, identify the Recycling and Disposal Reporting System number of each facility that receives organic waste from the jurisdiction.
- (4) If compostable plastics are permitted in containers, the jurisdiction shall identify each facility that accepts and recovers that material.
- (5) If the jurisdiction allows organic waste to be collected in plastic bags, the jurisdiction shall identify each facility that has notified that it can accept and remove plastic bags when it recovers source separated organic waste.

Implementation of the contamination monitoring requirements:

Implementation of waivers requirements:

- (1) The number of days an emergency circumstances waiver was in effect and the type of waiver issued.
- (2) The tons of organic waste that were disposed as a result of waivers (except disaster and emergency waivers)
- (3) The number of generators issued a de-minimis waiver.
- (4) The number of generators issued a physical space waiver.
- (5) The number of generators waived from the requirement to subscribe to an organic waste collection service (if applicable).

The number of organic waste generators and edible food generators that received information and the type of education and outreach used.

Report on hauler oversight requirement:

- (1) The number of haulers approved to collect organic waste in the jurisdiction.
- (2) The Recycling and Disposal Reporting System number of each facility that is receiving organic waste from haulers approved by the jurisdiction.
- (3) The number of haulers that have had their approval revoked or denied.

Report the following regarding implementation of the CALGreen Building Standards and Model Water Efficient Landscape Ordinance:

- (1) The number of construction and demolition debris removal activities conducted in compliance with prescribed requirements.
- (2) The number of projects subject to the Model Efficient Landscape requirements.

Report the following regarding implementation of the edible food recovery requirements:

- (1) The number of commercial edible food generators located within the jurisdiction.
- (2) The number of food recovery agencies located and operating within the jurisdiction that contract with or have written agreements with commercial edible food generators for food recovery.
- (3) The total pounds amount of edible food recovered by edible food recovery agencies.

Report the following regarding implementation of the organic waste recycling capacity planning and edible food recovery capacity planning requirements:

A county shall report:

- (1) The tons estimated to be generated for landfill disposal.
- (2) The amount of capacity verifiably available to the county and cities within the county.
- (3) The amount of new capacity needed.
- (4) The locations identified for new or expanded facilities.
- (5) The jurisdictions that are required to submit implementation schedules.
- (6) The jurisdictions that did not provide required information for capacity planning to the county within 120 days.

The information listed above will be reported on the capacity planning reporting schedule, with the exception of the initial compliance report.

Report the following regarding procurement requirements:

- (1) The amount of each recovered organic waste product procured directly by the city, county, or through direct service providers, or both during the prior calendar year.
- (2) The total amount of transportation fuel, electricity, and gas for heating applications procured during the calendar year prior to the reporting period, if implementing the procurement requirements through an adjusted recovered organic waste product procurement target.

Report the following regarding implementation of the compliance, monitoring, and enforcement requirements:

- (1) The number of commercial businesses included in a compliance review; and the number of violations found and corrected.
- (2) The number of route reviews conducted per calendar year.
- (3) The number of inspections conducted by type for commercial edible food generators, food recovery agencies, and commercial businesses.
- (4) The number of complaints that were received and investigated; and the number of Notices of Violation issued based on investigation of those complaints.
- (5) The number of Notices of Violation issued, categorized by type of regulated entity.
- (6) The number of penalty orders issued, categorized by type of regulated entity.
- (7) The number of enforcement actions that were resolved, categorized by type of regulated entity.

Report any changes to the information described in the initial compliance report.



**Tier 1 Edible Food Generators: January 1, 2022 compliance deadline**

Supermarket

“Supermarket” means a full-line, self-service retail store with gross annual sales of two million dollars (\$2,000,000), or more, and which sells a line of dry grocery, canned goods, or nonfood items and some perishable items.

Grocery store with a total facility size greater than or equal to 10,000 ft.<sup>2</sup>

“Grocery store” means a store primarily engaged in the retail sale of canned food; dry goods; fresh fruits and vegetables; fresh meats, fish, and poultry; and any area that is not separately owned within the store where the food is prepared and served, including a bakery, deli, and meat and seafood departments.

Food service provider

“Food service provider” means an entity primarily engaged in providing food services to institutional, governmental, commercial, or industrial locations of others based on contractual arrangements with these types of organizations.

Food distributor

“Food distributor” means a company that distributes food to entities including, but not limited to, grocery stores and supermarkets.

Wholesale food vendor

“Wholesale food vendor” means a business or establishment engaged in the merchant wholesale distribution of food, where food (including fruits and vegetables) is received, shipped, stored, prepared for distribution to a retailer, warehouse, distributor, or other destination.

**Tier 2 Edible Food Generators: January 1, 2024 compliance deadline**

Restaurant with 250+ seats, or total facility size greater than or equal to 5,000 ft.<sup>2</sup>

"Restaurant" means an establishment primarily engaged in the retail sale of food and drinks for on-premises or immediate consumption.

Hotel with an on-site food facility and 200+ rooms

Health facility with an on-site food facility and 100+ beds

Large venue

"Large venue" means a permanent venue facility that annually seats or serves an average of 2,000+ people within the grounds of the facility per day of operation of the venue facility.

E.g. Stadium, amphitheater, arena, hall, amusement park, conference or civic center, zoo, aquarium, airport, racetrack, performing arts center, fairground, museum, theater, or other public attraction or facility. (Public, non-profit or private).

Large event

"Large event" means an event that averages 2,000+ people per day of operation of the event.

E.g. Sporting event, flea market, private park, golf course, street system or open space being using for an event.

State agency with a cafeteria with 250+ seats, or facility size greater than or equal to 5,000 ft.<sup>2</sup>

Local education agency with an on-site food facility

"Local education agency" means a school district, charter school, or county office of education that is not subject to the control of city or county regulations related to solid waste.

Attachment B  
SB 1383 Programs  
(Adobe PDF)

City of Davis - Current Programs									
Program	Description	Proposed Program Enhancements	Service Provider	Source	Responsible Party	Cost Impact	Recommended Timeline	Deadline	
<b>Residential</b>									
Mixed Recycling	Curbside collection service	<ul style="list-style-type: none"> <li>OPTIONAL: Develop program for reuse by allowing clear bag with textiles in recycling, or partner with local reuse company (Hope) that will provide bags and pick up on a regular basis. Consider a drop-off program at Recology</li> </ul>	Recology	<a href="https://www.recology.com/recology-davis/compost-recycle-garbage/">https://www.recology.com/recology-davis/compost-recycle-garbage/</a> <a href="https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/single-family-home">https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/single-family-home</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	1) Additional staff time required	5/2021 - 12/2021	January 1, 2022	
Bulky Item Collection	Curbside collection service for a fee. Free Annual Bulky Items Drop-off Program or Annual Bulky Waste Landfill Voucher. List of nonprofits that take large bulky items on the Recology and City website.	None	Recology	<a href="https://www.recology.com/recology-davis/compost-recycle-garbage/">https://www.recology.com/recology-davis/compost-recycle-garbage/</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	1) Staff time - no additional cost	5/2021 - 12/2021	January 1, 2022	
Greenwaste	Curbside collection service in cart. Seasonal non-containerized green waste pick-up from October - February (every other week) and 1x in May	None	Recology	<a href="https://www.recology.com/recology-davis/compost-recycle-garbage/">https://www.recology.com/recology-davis/compost-recycle-garbage/</a> <a href="https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/yard-material-collection">https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/yard-material-collection</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	N/A	N/A	January 1, 2022	
Organics	Curbside collection service.	None	Recology	<a href="https://www.recology.com/recology-davis/compost-recycle-garbage/">https://www.recology.com/recology-davis/compost-recycle-garbage/</a> <a href="https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/organics">https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/organics</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	N/A	N/A	January 1, 2022	
HHW	Free drop-off days for residents at Yolo County Central Landfill and Davis Recycling Center	None	Yolo County Central Landfill	<a href="https://www.recology.com/recology-davis/compost-recycle-garbage/">https://www.recology.com/recology-davis/compost-recycle-garbage/</a>	N/A	N/A	N/A	N/A	
Holiday tree Collection	Complimentary curbside collection October - February as part of greenwaste program	None	Recology	<a href="https://www.cityofdavis.org/city-hall/">https://www.cityofdavis.org/city-hall/</a>	N/A	N/A	N/A	N/A	
<b>Multi-family</b>									
Mixed Recycling	Curbside collection service	<ul style="list-style-type: none"> <li>OPTIONAL: Develop program for reuse by allowing clear bag with textiles in recycling, or partner with local reuse company (Hope) that will provide bags and pick up on a regular basis. Consider a drop-off program at Recology</li> </ul>	Recology	<a href="https://www.recology.com/recology-davis/carts-collection/">https://www.recology.com/recology-davis/carts-collection/</a> <a href="https://www.recology.com/recology-davis/compost-recycle-garbage/">https://www.recology.com/recology-davis/compost-recycle-garbage/</a> <a href="https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/apartments">https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/apartments</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	1) Additional staff time required	5/2021 - 12/2021	January 1, 2022	
Bulky Item Collection	Curbside collection service for a fee. Free Annual Bulky Items Drop-off Program or Annual Bulky Waste Landfill Voucher. List of nonprofits that take large bulky items on the Recology and City website.	None	Recology	<a href="https://www.recology.com/recology-davis/compost-recycle-garbage/">https://www.recology.com/recology-davis/compost-recycle-garbage/</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	1) Staff time - no additional cost	5/2021 - 12/2021	January 1, 2022	
Mattress Recycling	Free drop off at Recology Davis Recycling Center	None	Recology	<a href="https://www.recology.com/recology-davis/compost-recycle-garbage/">https://www.recology.com/recology-davis/compost-recycle-garbage/</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	N/A	N/A	N/A	
HHW	Free drop-off days for residents at Davis Recycling Center and Yolo County Central Landfill	None	Recology	<a href="https://www.recology.com/recology-davis/compost-recycle-garbage/">https://www.recology.com/recology-davis/compost-recycle-garbage/</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	N/A	N/A	January 1, 2022	
Greenwaste	Weekly collection service in cart. Seasonal non-containerized green waste pick-up from October - February (bi-weekly) and 1x in May	None	Recology	<a href="https://www.recology.com/recology-davis/compost-recycle-garbage/">https://www.recology.com/recology-davis/compost-recycle-garbage/</a> <a href="https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/yard-material-collection">https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/yard-material-collection</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	N/A	N/A	January 1, 2022	
Organics	Curbside collection service	None	Recology	<a href="https://www.recology.com/recology-davis/carts-collection/">https://www.recology.com/recology-davis/carts-collection/</a> <a href="https://www.recology.com/recology-davis/compost-recycle-garbage/">https://www.recology.com/recology-davis/compost-recycle-garbage/</a> <a href="https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/organics">https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/organics</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	N/A	N/A	January 1, 2022	
<b>Commercial</b>									
Mixed Recycling	Curbside collection service	<ul style="list-style-type: none"> <li>OPTIONAL: Target specific businesses that have textiles, see if Recology could assist with recycling or potentially recycle through a 3rd party.</li> </ul>	Recology	<a href="https://www.recology.com/recology-davis/carts-collection/">https://www.recology.com/recology-davis/carts-collection/</a> <a href="https://www.recology.com/recology-davis/compost-recycle-garbage/">https://www.recology.com/recology-davis/compost-recycle-garbage/</a> <a href="https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/business-programs">https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/business-programs</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	1) Additional staff time required	5/2021 - 12/2021	January 1, 2022	
Bulky Item Collection	Must be scheduled with associated fee. List of nonprofits that take large bulky items on the Recology and City website.	None	Recology		City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	1) Staff time - no additional cost	N/A	January 1, 2022	
HHW	Scheduled drop-off for commercial sites at Yolo County Central Landfill	None	Yolo County Central Landfill	<a href="https://www.cityofdavis.org/city-hall/">https://www.cityofdavis.org/city-hall/</a>	N/A	N/A	N/A	N/A	

City of Davis - Current Programs									
Program	Description	Proposed Program Enhancements	Service Provider	Source	Responsible Party	Cost Impact	Recommended Timeline	Deadline	
Greenwaste	Weekly collection service in cart. Seasonal non-containerized green waste pick-up from October - February (bi-weekly) and 1x in May. Organics carts are for yard materials, food scraps and food-soiled papers.	None	Recology	<a href="https://www.cityofdavis.org/city-hall/">https://www.cityofdavis.org/city-hall/</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	N/A	N/A	January 1, 2022	
Food Scraps	Curbside collection service -- food scraps, mixed organics and greenwaste to the Yolo County compost facility	None	Recology	<a href="https://www.cityofdavis.org/city-hall/">https://www.cityofdavis.org/city-hall/</a>	City of Davis (Outreach & Education, amend agreement), Recology (outreach & collection)	N/A	N/A	January 1, 2022	
Organics / Self & Back Haul	Self Haul / Back Haul	• <b>OPTIONAL:</b> Establish protocols and reporting system if self-haul/ back-haul will be allowed.	N/A - does not exist		City of Davis	1) Additional staff time required	1/2021 - 9/2021	January 1, 2022	
Other									
Education and Outreach	Recology currently distributes the City's free education and outreach materials to all residential and commercial sites - including: posters, brochures, presentations and assessments. City of Davis also provides downloadable posters, fliers, videos, reduction tips, food donation practices and a game to help understand what goes into what bin. • Provides outreach annually to business owners through existing communication channels (e.g. business license notifications, permit applications, newsletters, etc.). • Provides outreach biannually to multifamily through existing communication channels (e.g., social media, newsletters, site visits, etc.).	• Increase outreach for carpet, textiles and clean wood.	City of Davis & Recology	Annual Report <a href="https://www.cityofda">https://www.cityofda</a>	City of Davis & Recology (outreach, provide notices, update website)	1) Potential printing and/or mailing costs (annual cost) 2) Additional staff time required	5/2021 - 10/2021; Annually 2022- 2024	February 1, 2022	
Food Recovery Outreach	City of Davis currently has the Recyclopeda which lists where to donate non perishable and perishable food items and a document on Food Donation Best Practices.	• Advertise all recovery entities available on the City's website (have Recology link City page to their website). • Sync strategic plan partnerships with food recovery entities (whatever is decided). • Preparation of an outreach plan prepared in cooperation with food safety inspectors. • Consider ways social media and targeted emails could reduce cost impact of outreach.	City of Davis & Recology	<a href="http://where.davisrecycling.org/">http://where.davisrecycling.org/</a>	City of Davis and Recology (outreach, provide notices, update website)	1) Potential printing and/or mailing costs (annual cost) 2) Additional staff time required	5/2021 - 10/2021; Annually 2022- 2024	February 1, 2022	
Food Waste Prevention Outreach	City of Davis has document available online titled "101 Waste Reduction Tips for Businesses" which is also applicable to schools.	• Information on ways to prevent food waste at home. Add to City's website and have Recology link City page to their website. Should be posted on this page <a href="https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/single-family-home">https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/single-family-home</a>	City of Davis & Recology	<a href="http://recycling.cityofdavis.org/Media">http://recycling.cityofdavis.org/Media</a>	City of Davis and Recology (outreach, provide notices, update website)	1) Potential printing and/or mailing costs (annual cost) 2) Additional staff time required	5/2021 - 10/2021; Annually 2022- 2024	February 1, 2022	
SB 1383 Outreach	SB 1383 regulations require development of outreach materials.	• Provide outreach materials for: (1) Outreach to organic waste generators (commercial generators, business owners and residents). (2) Outreach to commercial edible food generators. (3) Community outreach for new or expanded organics facilities. (4) Update container labels with a list or pictures of acceptable and unacceptable materials. (5) Announce commencement of 1383, and C&D requirements.	N/A - does not exist		City of Davis (outreach, provide notices, update website), Recology (provide notices, update website, update container labels)	1) Potential printing and/or mailing costs (annual cost) 2) Additional staff time required	5/2021 - 12/2021; Annually 2022- 2024	February 1, 2022	
Lid / Container Changes	Residential customers receive a split-cart for containers/ fibers that has black and blue lids, trash containers have gray body and lid, and grey bodied brown-lidded carts for organics. The commercial and multi-family customers receive a gray body and lid for trash, two different green recycling carts, grey bodied and brown-lidded organics cart.	Replace lids or entire cart to comply with SB 1383.	Recology		Recology	1) Potential cost to swap out containers, need to discuss with Recology. 2) Potential staff cost depending on negotiations of contract and final decision of process.	5/2021 - 7/2021	Beginning 1/1/2022 and by 1/1/2036	
Website	City of Davis and Recology have extensive websites with details for all programs provided to the community.	• Add SB 1383 language to website. Should be on this page: <a href="https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/business-programs">https://www.cityofdavis.org/city-hall/public-works-utilities-and-operations/solid-waste-and-recycling/business-programs</a> • Add more details to the edible food section for the above webpage, and consider a separate page.	City of Davis & Recology		City of Davis and Recology staff (update website), Recology (link to City website)	1) Additional staff time required	5/2021 - 10/2021; Annually 2022- 2024	February 1, 2022	
Organics Technical Assistance	City of Davis and Recology Davis staff perform site visits upon request. Recology required to perform 50 waste assessments per year.	None	City of Davis & Recology	<a href="https://www.cityofdavis.org/city-hall/">https://www.cityofdavis.org/city-hall/</a>	City of Davis and Recology	1) Staff time - no additional cost	5/2021 - 12/2021	February 1, 2022	
Compost Workshops	City of Davis currently offers online class and in person and/or Zoom live classes	None	City of Davis	Annual Report and <a href="https://www.cityofda">https://www.cityofda</a>	N/A	1) Staff time - no additional cost	N/A	N/A	
Compost Give Away	A local compost facility donates compost for Davis residents to pick up. Approximately 40 cubic yards per year of compost is given away at events.		City of Davis and YCCL	<a href="https://www.cityofdavis.org/Home/Co">https://www.cityofdavis.org/Home/Co</a>	City of Davis (provide the location for residents to pick up) and YCCL (provide the compost) OR City provides outreach for free compost pick-up at YCCL	N/A	N/A	January 1, 2022	
HHW/Electronic waste (i.e. E-waste)	Drop off at Yolo County Central Landfill. For City divisions/departments - drop off is at the Central Yard.	• Link Recology and the City of Davis webpages	Yolo County Central Landfill	<a href="https://www.recology.com/recology-d">https://www.recology.com/recology-d</a>	N/A	N/A	N/A	N/A	
Carpet & Carpet Pad Recycling	Recology Davis currently accepts carpet padding in their C & D diversion and Recology accepts carpet as a bulky item drop off (for landfill disposal only).	• Increase education and outreach, including adding information to the Recology website • Generators should be informed on how to prepare carpet and where to take it. • Outreach materials may include magnets, brochures, posters, newsletters, email, websites, social media campaigns	City of Davis and Recology	<a href="https://www.cityofdavis.org/city-hall/">https://www.cityofdavis.org/city-hall/</a>	City of Davis (outreach, update website, purchase materials, provide materials) Recology (update website),	1) Potential printing and/or mailing costs (annual cost) 2) Additional staff time required	5/2021 - 10/2021; Annually 2022- 2024	January 1, 2022	

City of Davis - Current Programs								
Program	Description	Proposed Program Enhancements	Service Provider	Source	Responsible Party	Cost Impact	Recommended Timeline	Deadline
Mattress Recycling	Free drop-off at Davis Recycling Center and Yolo County Central Landfill. Lots of outreach to multi-family properties every summer during the annual lease turnover.	<ul style="list-style-type: none"> <li>Increase education and outreach, including adding information to the Recology website.</li> <li>Generators should be informed on how to prepare fabric / organic textiles and wood, and where to take them.</li> <li>Outreach materials may include magnets, brochures, posters, newsletters, email, websites, social media campaigns, and/or a recycling "wizard" would be needed to increase awareness.</li> </ul>	Recology Davis and Yolo County Central Landfill	<a href="https://www.cityofdavis.org/city-hall/">https://www.cityofdavis.org/city-hall/</a>	Recology (update website), City (outreach, update website, purchase and provide materials)	1) Potential printing and/or mailing costs (annual cost) 2) Additional staff time required	5/2021 - 10/2021; Annually 2022- 2024	January 1, 2022
C&D Recycling	Ordinance No. 2590 updating the City's Municipal Code to comply with current California Green Building Code. This update requires 100% diversion of all land-clearing debris and 65% diversion on all construction and demolition projects. The update also requires self haul diversion reports and weight receipts be submitted for ALL construction and demolition projects and of those using Recology Davis to haul their debris.	<ul style="list-style-type: none"> <li>Provide outreach material to Multi-Family and Commercial sector that outlines ALL items that are mandatory for recycling.</li> </ul>	City of Davis and Recology	<a href="https://www.recology.com/recology-c">https://www.recology.com/recology-c</a>	Recology (update website) and City (Link info to Recology site)	1) Potential printing and/or mailing costs (annual cost) 2) Additional staff time required	5/2021 - 12/2021; Annually 2022- 2024	January 1, 2022
DavisRISE Community Service Awards	Davis Joint Unified School District student volunteers participating in school-based recycling or environmental activities are now eligible for official school district recognition of their community service. The intent of the award is to encourage and acknowledge students who find time to help with environmentally themed activities. Students can add their community service hours and awards to their resumes for college or employment. Davis Farm To School and DJUSD jointly sponsor these awards	None	Davis Farmers Market Alliance	<a href="https://www.davisfarmtoschool.org/">https://www.davisfarmtoschool.org/</a>	Davis Farmers Market Alliance	N/A	N/A	N/A
School Composting	Davis Farmers Market Alliance manages the school composting and use on-site. Work is done in conjunction with the school janitorial program. The schools have a food share table during lunchtime.	<ul style="list-style-type: none"> <li>Confirm right sizing effort and/or seasonal service level adjustment evaluations are being performed. Additionally, see that they increase their on-site composting, especially at junior high and high school.</li> </ul>	Davis Farmers Market Alliance	<a href="https://www.davisfarmtoschool.org/">https://www.davisfarmtoschool.org/</a>	Davis Farmers Market Alliance	N/A	N/A	N/A
School Organics Program	Curbside collection service or use on-site compost program. Davis Unified School District has donated food for two decades.	<ul style="list-style-type: none"> <li>Confirm right sizing effort and/or seasonal service level adjustment evaluations are being performed. Additionally, see that they increase their organics collection program especially at junior high and high school.</li> </ul>	Recology	<a href="https://www.davisfarmtoschool.org/">https://www.davisfarmtoschool.org/</a>	Davis Farmers Market Alliance	1) Additional staff time required	N/A	January 1, 2022
City Services/Facilities	All City buildings have organics collection service, as well as some parks and greenbelts with picnic areas. Most organics containers are not color/label compliant and additional organics containers are needed.	<ul style="list-style-type: none"> <li>Provide compliant internal containers and labels.</li> <li>Conduct education and outreach to all City staff to maximize diversion.</li> </ul>	Recology	Hauler Report	Recology (outreach & collection), City (amend agreement)	1) Potential cost increase in rates to fund program. Rate increase would be one time to start this program. 2) Additional staff time required	1/2021 - 9/2021	January 1, 2022
<b>Compliance</b>								
SB 1383 Ordinance	SB 1383 Regulations require an ordinance to be adopted by Municipalities for general SB 1383 Compliance. The Solid Waste Ordinance is robust and covers a lot of SB 1383 requirements. Recycling and organics recycling are mandatory.	<ul style="list-style-type: none"> <li>Public Works Utilities and Operations (PWUO) staff will update Organics Ordinance (Municipal Code) to incorporate SB 1383 Compliance &amp; Edible Food Recovery requirements and enforcement.</li> </ul>	City		City (approve)	1) Additional staff time required	8/2021 - 12/2021	January 1, 2022
Edible Food Recovery Ordinance	SB 1383 Regulations require an ordinance to be adopted by Municipalities for Edible Food Recovery.	<ul style="list-style-type: none"> <li>Public Works Utilities and Operations (PWUO) staff will update Organics Ordinance (Municipal Code) to incorporate SB 1383 Compliance &amp; Edible Food Recovery requirements and enforcement.</li> </ul>	City		City (approve)	1) Additional staff time required	8/2021 - 12/2021	January 1, 2022
CalGreen Building Standards Ordinance	SB 1383 Regulations require an ordinance to be adopted by Municipalities for CalGreen Building Standards. City has a C&D ordinance with appropriate details.	None	City		City (approve)	1) Staff time - no additional cost	8/2021 - 12/2021	January 1, 2022
Water Efficient Landscape Requirements Ordinance	The State's Model Water Efficient Landscape Ordinance (MWELO) was updated on July 15, 2015 in the City's ordinance. City ordinance does include: (1) CalRECYCLE language placed in mulch definition - "includes compost as an approved landscaping material for reducing evaporation, suppressing weeds, moderating soil temperature, and preventing soil erosion". (2) CalRECYCLE language placed under City's 40.42.090 Landscape design plan #3 (A) A minimum two-inch (2") layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. (need to add: To provide habitat for beneficial insects and other wildlife, up to 5% of the landscape area may be left without mulch. Designated insect habitat must be included in the landscape design plan as such.) (E) Organic mulch materials made from recycled or post-consumer shall take precedence over inorganic materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local Fuel Modification Plan Guidelines or other applicable local ordinances. (F) (A) For landscape installations, Compost at a rate of a minimum of four cubic yards per 1,000 square feet	<ul style="list-style-type: none"> <li>City's ordinance 40.42.090 Landscape design plan. (3) Mulch and Amendments. (A) A minimum two inch layer (need to add in 3" layer) of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. (need to add: To provide habitat for beneficial insects and other wildlife, up to 5% of the landscape area may be left without mulch. Designated insect habitat must be included in the landscape design plan as such.) (E) Organic mulch materials made from recycled or post-consumer shall take precedence over inorganic materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local Fuel Modification Plan Guidelines or other applicable local ordinances. (F) (A) For landscape installations, Compost at a rate of a minimum of four cubic yards per 1,000 square feet</li> </ul>	City	<a href="https://www.cityofdavis.org/city-hall/">https://www.cityofdavis.org/city-hall/</a>	City (approve)	1) Additional staff time required	8/2021 - 12/2021	January 1, 2022
Hauler and Processing Facility Agreements	Hauler agreements, contracts with local Recology processing facilities, and organic waste recycling facilities.	<ul style="list-style-type: none"> <li>Amend agreements and contracts with collectors and processing facilities to meet SB 1383 requirements.</li> <li>Provide written certification to Recology approving use of selected facilities.</li> </ul>	City		City (Amend and approve agreement)	1) Potential cost if hire consultant. 2) Additional staff time required	8/2021 - 12/2021	January 1, 2022
Customer and Hauler Rates	Customer rates adding organics collection is publicized on both the City and Recology's website. Hauler rate still missing. Solid Waste program expenditures in 2019-2020 exceeded revenue, which required dramatic rate adjustments of 41.5% over 5 years. Due to the impacts of the pandemic, Council postponed the rate increases from June 2020 to December 2020. This process was extremely challenging with ratepayers. The City will need to revisit this process again and explain the state regulations are requiring actions that force rate increases.	None	City and Recology	<a href="https://www.cityofdavis.org/city-hall/">https://www.cityofdavis.org/city-hall/</a>	City (Amend and approve agreement)	1) Potential cost if hire consultant. 2) Staff time - no additional cost	1/2021 - 4/2021	N/A
Administrative fee	Administrative fee schedule the city uses.	<ul style="list-style-type: none"> <li>Update the administrative fee schedule to reflect enforcement penalties supporting SB 1383 programs.</li> </ul>	City		City (Update fee)	1) Additional staff time required	2/2021 - 5/2021	January 1, 2022
Enforcement / Non Compliance Letter	Enforcement and penalties for violations to comply with SB 1383. Recology also conducts 50 proactive waste audits and prepares a risk assessment for each business audited. Staff also works with the pre-treatment specialist on kitchen and restaurant inspections. The City has one Environmental Program Specialist to enforce water and solid waste compliance.	<ul style="list-style-type: none"> <li>Develop a noncompliance letter to be distributed in response to any residential and commercial violations that occur between 2022 and 2024.</li> <li>The noncompliance letter should be accompanied by the most applicable outreach materials to promote a correction in behavior before 2024</li> </ul>	City, Recology		City (develop letter)	1) Additional staff time required	2/2021 - 10/2021	January 1, 2022

City of Davis - Current Programs								
Program	Description	Proposed Program Enhancements	Service Provider	Source	Responsible Party	Cost Impact	Recommended Timeline	Deadline
Enforcement & Penalties	Enforcement and penalties for violations to comply with SB 1383. City Plan: The first step for addressing a code violation is a "soft notice" documenting the section of code and when the issue needs to be remedied. This may be delivered via in person, phone, email, or a door hanger. Any subsequent or continued violation results in a Notice of Violation (NOV). Environmental Resources Division (ERD) staff sends a NOV letter to the Police Department Code Enforcement Unit to be mailed to the offender on Police letterhead. For subsequent and/or continued violations ERD staff will request the Police Department Code Enforcement Unit to issue an administrative fine to the property owner.	<ul style="list-style-type: none"> <li>Provide enforcement and penalties for violations; provision of fines cannot be designated to the hauler.</li> </ul>	City		City (Administer violations and fines)	<ul style="list-style-type: none"> <li>1) Potential cost to add enforcement staff.</li> <li>2) Additional staff time required</li> </ul>	8/2021 - 12/2021	January 1, 2024
Procurement of Organics	Assessment of procurement target and organic waste products and recycled content paper products used, including a cost-benefit analysis. <ul style="list-style-type: none"> <li>Population: 69,183*0.08= 5,534.6 tons/year procurement target. The procurement target will need to be updated with 2020 census data after 5/1/2021.</li> <li>Approximately 40 cubic yards per year of compost is given away at events. Parks use approximately five cubic yards of compost per year. No RNG fuel is used by the city or Recology. Recology uses CNG. The City's Wastewater Treatment Plant does not accept food waste, but does produce electricity from biosolids. The energy generated from the Yolo County Landfill anaerobic digestion facility (where all of the City's organics are currently sent) is sold to the Sacramento Municipal Utility District, which the City is not a part of.</li> </ul>	<ul style="list-style-type: none"> <li>Update numbers including recycled content paper products.</li> </ul>	City		City (developing list of items and count items for baseline information)	<ul style="list-style-type: none"> <li>1) Potential cost to purchase organic waste products.</li> <li>2) Additional staff time required</li> </ul>	6/2021 - 10/2021	January 1, 2022
Procurement Policy	Procurement policy does include the City purchasing recycled products that contain the highest percentage of recovered materials, and are produced to the greatest extent with post consumer materials.	None	City		City	1) Staff time - no additional cost	4/2021 - 6/2021	January 1, 2022
Procurement Records	City report procurement records to CalRecycle.	<ul style="list-style-type: none"> <li>City develop records collections process and submit annual report</li> </ul>	City		City (submit records to CalRecycle)	1) Additional staff time required	7/2022; annually	October 1, 2022
Special Event Permits	Special event permits to include proper waste separation and food donation to be in compliance with SB 1383.	<ul style="list-style-type: none"> <li>Update special event permits for (1) proper waste separation (2) food donation.</li> <li>This document should be updated: <a href="https://www.cityofdavis.org/home/showdocument?id=5486">https://www.cityofdavis.org/home/showdocument?id=5486</a></li> </ul>	City		City (provide language for policy and Update policy)	1) Additional staff time required	1/2021 - 8/2021	January 1, 2022
Reporting	Collect data for annual report documents for SB 1383. Annual EAR is submitted	<ul style="list-style-type: none"> <li>Collect data about participation, disposal rate per account and contamination.</li> <li>Annual Report documents.</li> <li>Gather compliance documents including copies of ordinances and Franchise Agreement amendments adopted.</li> <li>Begin to prepare the Initial Jurisdiction Compliance Report.</li> </ul>	City, Recology		City (submit to CalRecycle)	1) Additional staff time required	7/2022; annually	October 1, 2022
Record Keeping	Collect data for annual report documents for SB 1383. City's Plan: Keep copies and records for SB 1383. The City's preference is to establish an electronic record on the City's server network in a designated SB 1383 reporting folder. PWUO staff (most likely the Conservation Coordinator) will work with a representative from each department (still being identified) to obtain these records. The conservation coordinator will collect records from Recology. PWUO receives monthly, quarterly and annual reports from Recology electronically. The City received invoices from vendors electronically and via paper. Paper copies will be scanned and saved as electronic files	<ul style="list-style-type: none"> <li>Keep copies of all documents and records in the Implementation Record (IR). (Novs, outreach collateral, documentation of complaints and resolutions, etc.)</li> </ul>	City		City (submit to CalRecycle)	1) Additional staff time required	7/2022; annually	October 1, 2022

Attachment C  
Update to Organics Report  
(Adobe PDF)



August 26, 2021  
File No. 01221029.00

## MEMORANDUM

TO: Jennifer Gilbert and Adrienne Heinig, City of Davis

FROM: Michelle Leonard and Tracie Bills, SCS Engineers  
Erin Merrill and Rachel Oster, Diversion Strategies

SUBJECT: **Task 1C:** City of Davis Organics Report Update

## INTRODUCTION

Diversion Strategies reviewed the 2019 City of Davis' (City) Organics Processing Facility Feasibility Analysis (Report) to provide a high-level update on tonnages, programs that will affect organics tonnage and quality, predict organics fraction of the disposed waste stream that could be recovered, and a brief report on infrastructure in development that is in close proximity to the City.

The following information provides an update to the Report.

## UPDATE TO ORGANICS REPORT

The City began their new organics cart collection program in 2016, commingling yard trimmings, food scraps and food-soiled paper. Since the Report was finalized in 2019, the City's organics collection program has continued with their seasonal yard material pile collection (note that it was called green loose pile pick up in the Report), street sweeping program and collection of construction and demolition debris (C&D). Additionally, the acquisition of Davis Waste Removal (DWR) by Recology and a 2019 rate study was completed. Since the acquisition, routes have stayed substantially the same. Two changes should be highlighted. First, the City revised the collection schedule for the seasonal yard material pile collection. Initially the pile was collected once a month throughout the year, with weekly pick up for 8 weeks in the Fall. Beginning October 2019, the schedule changed to 11 pick-ups per year with 10 occurring in the Fall/Winter and one pick up in the Spring. Secondly, the COVID-19 pandemic began in early 2020, which resulted in impacts to the organics collection for both the commercial and residential sectors. With commercial businesses closed down for much of the year, or at limited capacity, organics tonnage was limited. The reverse is true for the residential sector with individuals working from home and creating more organic material.

## Organics Tonnage

The City provided 2017 through 2020 organics tonnage numbers from DWR/Recology to evaluate the expanded organics collection program, which was initiated during the 3rd Quarter of 2016. Consistent with the Report, tonnage numbers include both residential and commercial organics, as well as street sweeping organics, the recyclable/recoverable wood waste fraction from C&D waste, and the yard material piles. **Table 1** highlights the quarterly tonnage numbers from 2016 to 2020.



Table 1. Hauling Data Summary: Organics Tonnage

	Tons Per Quarter				Total Organics		
	Organics Carts (Green and Food Scraps)	Yard Material Piles	Street Sweepings	Wood Fraction: C&D and Wood Drop Boxes <sup>1</sup>	Tons Per Quarter	Average Tons Per Month <sup>2</sup>	Average Tons Per Day <sup>3</sup>
<b>1st Quarter 2016</b>	59.90	2,551.84	273.68	65.93	2,951.35	983.78	44.72
<b>2nd Quarter 2016</b>	72.43	2,160.74	231.50	99.59	2,564.26	854.75	38.85
<b>3rd Quarter 2016<sup>4</sup></b>	1,549.86	1,957.53	100.31	85.33	3,693.03	1,231.01	55.96
<b>4th Quarter 2016</b>	1,643.53	3,665.66	253.65	106.95	5,669.79	1,889.93	85.91
<b>1st Quarter 2017</b>	1,914.99	1,251.50	201.94	98.07	3,466.50	1,155.50	52.52
<b>2nd Quarter 2017</b>	2,136.53	661.30	130.15	110.65	3,038.63	1,012.88	46.04
<b>3rd Quarter 2017</b>	1,703.17	488.79	119.95	89.03	2,400.94	800.31	36.38
<b>4th Quarter 2017</b>	1,817.88	2,131.43	238.75	96.95	4,285.01	1,428.34	64.92
<b>1st Quarter 2018</b>	1,672.35	940.37	127.44	82.99	2,823.15	941.05	42.78
<b>2nd Quarter 2018</b>	2,126.42	572.49	121.46	93.35	2,913.72	971.24	44.15
<b>3rd Quarter 2018</b>	1,719.44	509.54	101.10	79.12	2,409.20	803.07	36.50
<b>4th Quarter 2018</b>	1,893.58	2,214.26	211.93	75.83	4,395.60	1,465.20	66.60
<b>1st Quarter 2019</b>	1,756.41	999.74	126.92	76.16	2,959.23	986.41	44.84
<b>2nd Quarter 2019</b>	2,395.94	577.94	123.65	87.27	3,184.80	1,061.60	48.25
<b>3rd Quarter 2019</b>	1,856.44	465.90	97.89	93.73	2,513.96	837.99	38.09
<b>4th Quarter 2019<sup>5</sup></b>	2,304.86	2,640.86	257.10	93.65	5,296.47	1,765.49	80.25

<sup>1</sup> Recyclable wood waste from C&D drop boxes was estimated at 15% of total C&D tonnage. This estimate was specified by CalRecycle's 2006 Detailed Characterization of Construction and Demolition Waste.

<sup>2</sup> Tons per quarter divided by 3 to determine tons per month (TPM).

<sup>3</sup> Calculated 22 business days average per month, divided TPM by 22.

<sup>4</sup> Beginning of the expanded organics program

<sup>5</sup> Beginning of revised yard material pile collection schedule

City of Davis Organics Capacity Report Task 1C

August 26, 2021

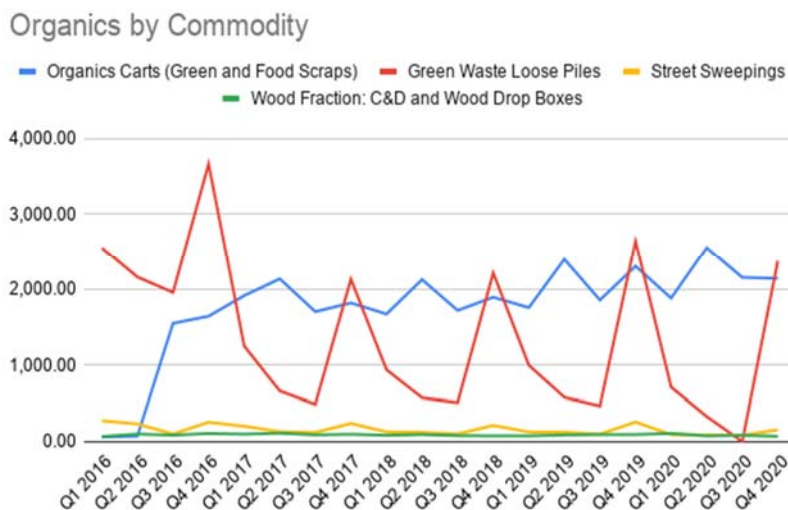
Page 3

	Tons Per Quarter				Total Organics		
	Organics Carts (Green and Food Scraps)	Yard Material Piles	Street Sweepings	Wood Fraction: C&D and Wood Drop Boxes <sup>1</sup>	Tons Per Quarter	Average Tons Per Month <sup>2</sup>	Average Tons Per Day <sup>3</sup>
1st Quarter 2020	1,881.75	711.48	91.82	107.60	2,792.65	930.88	42.31
2nd Quarter 2020	2,553.97	329.06	88.41	75.45	3,046.89	1,015.63	46.17
3rd Quarter 2020	2,155.43	0.00	84.11	82.32	2,321.86	773.95	35.18
4th Quarter 2020	2,142.29	2,375.20	154.26	70.74	4,742.49	1,580.83	71.86

Source: City of Davis

The overall findings from Table 1 can be found in the graph shown in **Figure 1**. This graph reflects the generation of the various organics commodities since Q1 of 2016, just prior to the rollout of the organics program, through Q4 2020.

Figure 1. Organics by Commodity and Quarter



The results of the organics tonnage numbers from 2016 to 2020 are summarized below.

- 2016 had the widest range between the organics carts and yard material pile collection tonnage, likely due to implementation of the organics program in Quarter 3 2016.
- Yard material pile tonnage decreased after 2016, when residents were able to put yard trimmings in their cart for weekly collection.

- From 2017 to 2019, yard material pile annual tonnages remained generally steady, with a slight uptick in 2019. Loose pile tonnage decreased in 2020.
- Organics cart tonnages stayed steady in 2017 and 2018 and have increased annually since.
- The increase in organics cart tonnage in 2020 is not commensurate with the decrease in yard material pile tonnage in 2020.
- Total organics tonnages has stayed fairly consistent since 2016.

## Potential Recoverable Organic Fraction from Disposal Stream

In the CalRecycle Electronic Annual Reports submitted by the City, the landfill disposal tonnages for 2017, 2018 and 2019 are as follows:

- 2017: 34,750.79 tons
- 2018: 38,323.21 tons
- 2019: 37,790.92 tons

The tonnage numbers shown in 2017 reflect the first full year following implementation of the City's organics program. The 2020 Report is not due to CalRecycle until August 2021. However, a review of the tonnage data shows a decrease in disposal in 2020, but it is assumed the decrease may be related to impacts from the COVID-19 pandemic and is not a typical year.

The average annual disposal from 2017 to 2019 is 36,955 tons. The latest disposal stream waste characterization commissioned by CalRecycle was performed in 2018. Statewide, that waste characterization report estimated that 34% of the disposal stream consisted of organic wastes. Using that percentage, it can be assumed that approximately 12,565 tons annually could consist of organic materials and be diverted from the City's disposal stream.

A number of factors could affect the potential quantity of recoverable organics from the disposal stream. First, the City has an established three-bin source separated collection program which has a designated bin for organic wastes and accepts both food and yard trimmings. Second, the City engages in a consistent education and outreach program to its residents and businesses, coupled with an audit program by Recology. These programs are enhanced by activities such as compost training, online resources, a recycling and waste separation program in public offices and schools, annual mulch giveaways and the use of mulch in city parks and greenways. While the City is still making effort to enhance their organics program, the design of the collection system and programs could result in less organic material in the disposal stream. A waste characterization of the disposal stream would give more accurate tonnages of the recoverable organic fraction, and provide a baseline for use in the implementation of SB 1383 programs.

## Organic Processing Infrastructure

While no new organics processing facilities have been developed within close proximity to the City, there have been some changes and expansions to existing organics infrastructure and operations.

Most significant is the development of a large-scale landfill based anaerobic digester/compost process, and a traditional composting operation at the Yolo County Central Landfill (YCCL). At the time of preparation of the Report, the YCCL had a green waste processing and transfer area as well as a food waste transfer area. Yard trimmings and food scraps at that time were transferred to

Northern Recycling's Zamora compost facility and later sent to Northern Recycling's Napa facility prior to the start-up of the YCCL operation. Concurrently, YCCL developed a large-scale anaerobic digester/composting process in one of their landfill cells in 2019. This process manages yard trimmings, food scraps, using an anaerobic process, followed by an aerobic composting process. Digestate is excavated from the cells and transferred to Zamora for finishing and market, and biogas is generated and converted to electricity.

YCCL is also in the process of developing a traditional composting operation at the landfill, which will be located adjacent to the C&D processing area. Northern Recycling will operate the composting operation and is expected to begin construction in spring 2021, with operations commencing in 2022. Both composting operations will be permitted to receive up to 1,000 tons per day<sup>6</sup> of organic material (*up to an annual capacity of 182,500 tons per year*), and the completion of both operations will cease the food waste transfer operation except in cases of emergency.

In addition to the development of organics processing capacity at YCCL, University of California Davis commissioned a consultant team in 2019 to evaluate the feasibility of a compost facility adjacent to the University's anaerobic digester located to the west of campus. It was completed; however, it is still under consideration by the UC Davis.

Recology's Jepson Prairie Organics composting operation located 19 miles from the City in Vacaville, continues to operate as an active green/food composting operation.

Northern Recycling's composting operation located 22 miles from the City in Zamora, continues to operate as an active green material composting operation although it plans to relocate its facility to the Yolo County Central Landfill by 2022.

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<sup>6</sup> Compost Facility #1 and Compost Facility #2 have permitted capacity of 1,000 TPD combined, up to an annual permitted capacity of 182,500 tons per year. The annual capacity for each facility is between 500-700 tons per day depending on the number of days of operation. Yolo County Landfill Operations Plan for Composting Operations Joint Technical Document by Edgar & Associates May 2020.

Attachment D  
Organics Collection Service Options  
(Adobe PDF)

October 7, 2021  
File No. 01221029.00

## MEMORANDUM

TO: Jennifer Gilbert and Adrienne Heinig

FROM: Elizabeth Purington, Lisa Coelho, Tracie Bills, and Michelle Leonard, SCS Engineers

SUBJECT: **Task 1D:** SB 1383 Collection Service Option Comparison

The City of Davis (City) contracted SCS Engineers (SCS) to review the different compliance measures with mandatory organics collection service. SCS has reviewed the SB 1383 regulations, the City's Electronic Annual Reports, the City's current municipal code, and data provided by Recology. This report offers an overview of SB 1383's two organic waste collection service options, the two contamination monitoring methods, and a high-level analysis of the costs and staff time associated with these options.

## 1.0 ORGANIC WASTE COLLECTION SERVICE OPTIONS

The SB 1383 regulations outline two collection service options for the City to provide organic waste collection service to their businesses and residents. The two service options are:

- 1) **Organic Waste Standard Collection Service (Standard Collection Service):** Under this option, jurisdictions are subject to all of the organic waste collection, education and outreach, waivers, enforcement and recordkeeping requirements of SB 1383. The City may select route reviews or waste evaluations as the contamination minimization monitoring method.
- 2) **Performance-based Source Separated Organic Waste Collection Service (Performance-based Service):** Under this option, jurisdictions must conduct waste evaluations and maintain low levels of organics in their garbage stream. The City may be eligible for compliance exceptions for education and outreach, waivers, enforcement and recordkeeping related to organic waste collection service.

The City may choose to implement Performance-based Service in 2022 or any subsequent year. The City must notify CalRecycle of its intent to implement Performance-based Service on or before January 1 of the year it will be implemented. This means the City may choose to implement Standard Collection Service and opt into Performance-based Service later by providing notice to CalRecycle on or before January 1 of the year in which they will implement Performance-based Service. Alternately, the City may also choose to initially implement the Performance-based Service and later change to the Standard Collection Service if preferred.

**Section 1.1** of this memo explains the requirements jurisdictions must meet to provide Performance-based Service.

SB 1383 provides specific compliance exceptions for the City under the Performance-based Service option. **Section 1.2** provides a summary of the compliance exceptions.

## 1.1 PERFORMANCE-BASED SERVICE ELIGIBILITY REQUIREMENTS

In order for the City to be eligible to provide Performance-based Service, the City must meet the following two requirements.

- 1) The City must provide recycling and organics service to at least 90 percent of the total number of commercial businesses and 90 percent of the total residential sector, and
- 2) Waste evaluations of the gray container stream (i.e. garbage) must be conducted quarterly commencing April 1, 2022. The City cannot exceed an annual average of 25 percent by weight of prohibited container contaminants<sup>1</sup> in the gray container collection stream. The annual average percent of organic waste in the gray container stream is calculated using the results of the gray container waste evaluations conducted in the previous four quarters. The City must also notify CalRecycle within 30 days if any two consecutive gray container waste evaluations result in more than 25 percent organic waste by weight. Waste evaluations are described in more detail in subsequent sections of this report.

The City's Municipal Code requires the separation of divertible materials by commercial and residential customers. The City's current franchise hauler, Recology, provides three-stream service to all customers. The commercial sector is comprised of 1,556 customers; of which 97% are provided organics service. The residential sector is comprised of 14,731 customers; of which 100% are provided organics service. The City meets the first requirement of 90 percent customer enrollment in three-stream service.

To determine if the City's gray container stream includes no more than 25 percent by weight of prohibited container contaminants (i.e. organic material), the City will need to conduct a traditional waste characterization study or a waste evaluation for the gray container stream. A traditional waste characterization study will measure the percent of various material types present in the gray container stream, by weight. A waste evaluation will measure only the percent, by weight, of organic material and non-organic material present in the gray container stream.

As a point of reference, statewide contamination levels, based on the 2018 CalRecycle statewide waste characterization<sup>2</sup>, are well above the 25 percent limit. Organics comprise 34 percent, by weight, of the gray container stream composition, and paper comprises an additional 17 percent, by weight. The City does not have waste characterization study data specific to the City that demonstrates no more than 25 percent by weight of prohibited container contaminants in the gray container stream. The City's diversion programs are robust, and therefore waste composition data for the gray container stream may not be comparable to the statewide waste characterization study. A local waste characterization study may reveal the City has a lower percentage of organics and paper present in the gray container stream than the statewide average. However, if the City does not

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<sup>1</sup> Prohibited container contaminants include: (1) Non-organic waste placed in a green container. (2) Organic waste that is not accepted in a green container (e.g. carpet, lumber, etc.). (3) Organic waste placed in a gray container that are intended to be collected in a green or blue container. (4) Organic waste placed in the blue container that local ordinance specified should be placed in the green container. Paper products, wood and lumber placed in the blue container may not be considered prohibited container contaminants.

<sup>2</sup> <https://www2.calrecycle.ca.gov/Publications/Details/1666>



conduct their own study, SCS cannot assess whether the City' gray container waste stream will meet the eligibility requirements to provide Performance-based Service. If the City is considering providing Performance-based Service, SCS recommends doing a test run of the waste evaluation methodology or performing a traditional waste characterization study to identify the current composition of the waste stream.

If the City implements Performance-based Service and the waste evaluation results are not compliant (exceeds an annual average of 25 percent by weight of prohibited container contaminants in the gray container collection stream) CalRecycle will direct the City to implement Standard Collection Service to comply with SB 1383. Therefore, the City will need to develop policies that can accommodate this potential change from Performance-based Service to the Standard Collection Service. Policies and programs will need to include protocols for both collection service methods, and ensure the City can fulfill the requirements that are no longer exceptions under Standard Service, including all monitoring, recordkeeping, reporting, enforcement, and education requirements.

**Section 1.2** provides a comparison of the compliance requirements for each service option and the Performance-based Service compliance exceptions.

## **1.2 COMPARISON OF SERVICE OPTION REQUIREMENTS AND IMPACTS**

In April 2021, CalRecycle released a comparison of Standard Collection Service and Performance-based Service<sup>3</sup>. SCS customized CalRecycle's comparison table to estimate the impacts each collection service option may have on City staff hours and associated costs. The table does not present an exhaustive budgetary estimate for all SB 1383 compliance activities. The purpose of this table is to provide a high-level overview of the cost comparison of compliance exceptions under the Performance-based Service option. Although the compliance exceptions do not relieve all monitoring, recordkeeping and reporting activities, SCS estimated the difference in staff hours required.

SCS compared only the estimated cost for compliance activities that differ between the Standard Collection Service and the Performance-based Service options in **Table 1**. For example, implementation of an edible food recovery program is required with both collection service options; therefore, SCS did not estimate costs associated with edible food recovery. Similarly, the cost estimates in **Table 1** also do not include the costs for the fieldwork required for contamination monitoring activities.

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<sup>3</sup> [Detailed Implementation Guidance: Standard Collection Service versus Performance-Based Collection Service](#)

Table 1. Summary of Service Option Impacts on City Staff Hours

Service Option	Estimated Environmental Program Specialist Annual Hours	Estimated Conservation Coordinator Annual Hours	Estimated City Staff Cost
Organic Waste Standard Collection Service	90.0	118.0	\$14,500.00
Performance-Based Source Separated Organic Waste Collection Service	20.5	72.5	\$6,400.00
Difference	69.5	45.5	\$8,100.00

SCS presents the detailed Collection Service Option Requirements and Impacts for both Standard Collection Service and Performance-based Service as a table in **Appendix A**.

## 2.0 CONTAMINATION MONITORING

Beginning April 1, 2022, as part of Standard Collection Service, the City must implement one of two methods for contamination monitoring:

- 1) Annually conduct a route review for prohibited container contaminants. This may be satisfied by a lid-flip, use of cameras on trucks, or other container monitoring technology, or.
- 2) Conduct waste evaluations of blue, green, and gray container streams at least two times per year.

If the City provides Standard Collection Service, it may choose which contamination monitoring method to implement.

If the City provides Performance-based Service, it must implement waste evaluations. For Performance-based Service waste evaluations, the blue and green containers must be sampled two times per year and the gray container stream must be sampled quarterly.

**Appendix B** provides a detailed overview of the requirements, estimated time, and costs for the contamination minimization methods summarized in **Table 2**.

The logistical differences between route review and waste evaluation methods, as well as the estimated cost of each, are described below.

### 2.1.1 Route Review Requirements

The SB 1383 regulations define a route review as a visual inspection of containers along a hauler route for determining container contamination. All hauler routes must be reviewed annually. Containers may be randomly selected along the route, and not every container on a route must be sampled. SB 1383 does not specify how many containers must be reviewed on each route. Based on Recology’s collection route data, SCS recommends that about 20 containers be reviewed on each route each year. Section 2.1.3 (or Appendix B) covers this in more detail.

A route review must identify prohibited container contaminants, which can be achieved through lid-flips, images captured by cameras on trucks, or other container monitoring technology.

- **Lid-flips:** During a lid-flip, a designated field staff opens a bin or cart and visually characterizes the contents. Lid-flips require more time and attention than typical collection truck drivers' spot checks of containers. This method allows the reviewer to immediately issue a Notice of Violation (NoV) and/or educational material directly to the responsible generator.
- **Images captured by cameras on trucks:** Garbage and recycling trucks can be equipped with a camera to capture images of the material as containers are emptied into the hopper. This method allows the hauler to gather route review data during their normal collection activities, but it requires follow-up observation and characterization of the footage by designated staff. With this method, staff would need to determine who was responsible for any observed contamination, and how to issue a NoV to the responsible generator(s).
- **Container monitoring technology:** Container monitoring technology allows interested parties, such as a hauler, to monitor containers remotely for contamination. This method captures information about specific containers, allowing the reviewer to identify the responsible generator(s). Given the remote nature of these reviews, staff would need to determine how to issue a NoV to the responsible generator(s).

Upon finding prohibited container contaminants, the City must notify the generator of the violation. If contamination from the same generator is identified on more than three consecutive occasions, the City may impose additional processing fees on the generator and may impose financial penalties. SB 1383 does not require the City to fine generators based on violations observed during route reviews.

The route review responsibility can be designated to a hauler or a consultant through a formal agreement.

Based on input from the City, this report assumes that the City or another designated party would perform lid-flips to satisfy route review requirements.

## Route Review Data Pros and Cons

Route reviews will provide the City with generator-specific participation and contamination data. Generator-specific data is particularly useful for outreach and education campaigns targeting individual behavior change. Route reviews, especially lid-flips, are well suited for providing targeted, responsive notifications and education. Route reviews can also be helpful for identifying service areas that have higher instances of contamination and may benefit from tailoring of education and outreach. Route reviews may be more familiar to hauler staff, as lid-flips are a common practice. Collection truck drivers and/or recycling coordinators can perform lid-flips.

Route reviews are visual observations of container contents and do not include sorting or weighing of materials. Therefore, route reviews cannot be extrapolated to represent the composition of an entire waste stream.

### 2.1.2 Waste Evaluation Requirements

The City also has the option of complying with container contamination minimization requirements by conducting waste evaluations. Waste evaluations require sorting of samples to measure the percent by weight of all materials accepted in a stream compared to route review lid-flips that identify materials that are prohibited container contaminants for that stream.

Task 1D: Performance Based Waste Analysis

October 7, 2021

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If the City provides Standard Collection Service, waste evaluations must be conducted of all three container streams, in two distinct seasons. If the City implements Performance-based Service, waste evaluations must be conducted at least twice per year for the blue and green containers and once per quarter (four times per year) for the gray container. The waste evaluations will include 200-pound samples of each container type, taken from different locations in the service area.

The waste evaluations are required to include the following minimum number of samples from all of the hauler collection routes included in the studies:

- 1) 25 samples for routes with less than 1,500 generators.
- 2) 30 samples for routes with 1,500-3,999 generators.
- 3) 35 samples for routes with 4,000- 6,999 generators.
- 4) 40 samples for routes with 7,000+ generators.

The SB 1383 regulations do not explicitly state how a jurisdiction should determine the appropriate number of samples to include in a waste evaluation. SCS reached out to CalRecycle, who provided us with a compliant waste evaluation methodology from the City of Los Angeles. This methodology determines the number of samples needed by grouping together the total number of customers/accounts on each type of collection route. For the City, SCS identified six types of collection routes, which are unique combinations of three commodities (Recycling, Organics, and Trash) and two source sectors (commercial and residential).

The City of Los Angeles methodology also recommends taking an additional five samples, per route type, to account for potentially problematic samples. For each 200-pound sample, a sort team should remove any prohibited container contaminants and determine the weight of these contaminants. Then, waste evaluation staff should determine the ratio of prohibited container contaminants in the sample by dividing the total weight of prohibited container contaminants by the total weight of the sample.

If a waste evaluation determines there is more than 25 percent contamination in any type of container, one of two actions must be taken.

- 1) The City may notify all generators on the hauler routes sampled regarding the proper waste sorting requirement. The notification may be placed on a generator's container, door, or gate, or sent through direct mailing or email, or
- 2) The City may perform a targeted route review of containers on the routes sampled to determine the sources of contamination. Next, the City must notify these generators regarding the proper waste sorting requirement. The notification may be placed on a generator's container, door, or gate, or sent through direct mailing or email

This notification process will involve staff time and resources, either through providing outreach materials to every generator on a contaminated route or through conducting supplemental route reviews.

The waste evaluation responsibility can be designated to a hauler or consultant through a formal agreement. Waste evaluations, as outlined in the cost comparison, require a substantial amount of labor, time, and supplies.

## Waste Evaluation Data Pros and Cons

Waste evaluations provide data regarding a waste stream's material composition by weight. However, waste evaluations do not offer data regarding the origin of materials, or the behaviors that lead to contamination. Waste evaluation data may be useful for identifying overall trends and developing education campaigns.

CalRecycle's requirements for the waste evaluations only include determining the ratio of prohibited container contaminants in each sample, not the classification of each material type. Sorting upwards of 400 samples per year is substantially more than a traditional waste characterization requires. Most traditional waste characterizations also involve additional material categories and provide greater detailed data than waste evaluations.

Waste evaluations must be conducted at a permitted solid waste facility, and will require space and materials for sorting samples over an extended period. Even if City staff, hauler staff, or a consultant does the sorting, facility staff will need to play a supporting role. Waste evaluations would likely require additional staff time for the City or hauler.

### 2.1.3 Estimated Cost of Lid-Flip Route Reviews and Waste Evaluations

The estimated annual cost of waste evaluations are significantly greater than the estimated annual cost of lid-flip route reviews. **Table 2** provides a summary of the cost and time required for route reviews compared to waste evaluations. SCS used Recology's collection route data from April 2021 to prepare the cost estimates.

Based on Recology's collection route data, SCS identified six types of collection routes, which are unique combinations of three commodities (Recycling, Organics, and Trash) and two source sectors (commercial and residential).

For route reviews, SCS looked at the total number of stops per week on each type of collection route. SCS calculated the number of samples needed per route type to achieve a 95% level of confidence. All hauler routes must be reviewed annually, so SCS recommends dividing the samples evenly among the routes in each route type. For waste evaluations, SCS also looked at the total number of stops per week on each type of collection route. This aligns with the City of Los Angeles' waste evaluation methodology, as recommended by CalRecycle. Based on the total number of stops, SCS calculated a minimum number of samples needed from each route type.

These cost estimates are based on SCS staff's understanding of the time and efforts required for lid-flip route reviews and waste evaluations, as well as hourly rates for specific Recology staff positions and a waste evaluation sort team. They should not be seen as an exact price or quote for these services; the City must solicit Recology or a contractor for an exact quote.

**Appendix B** provides a more detailed overview of these estimates and calculations.

Table 2. Estimated Annual Cost of Route Reviews Compared to Waste Evaluations

Method	Minimum Annual Cost	Maximum Annual Cost	Weeks of Field Work/Year
Hauler Route Reviews (Standard Collection Service)	\$11,600	\$16,500	3 to 6
City Staff Route Reviews (Standard Collection Service)*	\$26,200	\$43,400	6 to 12
Waste Evaluations (Standard Collection Service)	\$257,300	\$293,300	8 to 10
Waste Evaluations (Performance-based Service)	\$352,700	\$400,700	11 to 13

\*Assumes 1 Environmental Specialist conducts field work

The maximum estimated cost for route reviews is approximately \$43,000 per year. The minimum estimated cost for waste evaluations is approximately \$260,000 per year. The estimated cost for waste evaluations does not include the purchase of personal protective equipment and sorting supplies for field staff.

Appendix B provides a detailed overview of the requirements, estimated time, and costs for the contamination minimization methods summarized in Table 2.

### 3.0 IMPACT ASSESSMENTS

The City is interested in understanding the financial impact, the community impact, and the potential risks associated with Standard Collection Service compared to Performance-based Service. The following sections offer an overview of the potential impacts.

#### 3.1 FINANCIAL IMPACT

SCS estimated the annual range in cost for the Standard Collection Service contamination monitoring and supporting compliance activities (e.g. provision of outreach, issuance of waivers, recordkeeping, reporting, enforcement, etc.). SCS also estimated the annual range in cost for the Performance-based Service waste evaluation and reduced staff time associated with compliance exceptions. Table 3 provides a comparative summary of the estimated range in annual cost of Standard Collection Service and Performance-based collection service.

Table 3. Estimated Range in Annual Cost Comparison

Compliance Activity	Standard Collection Service			Performance-based Service
	Route Reviews by City Staff	Route Reviews by Hauler	Waste Evaluations	Waste Evaluations
Contamination Monitoring (Minimum)	\$26,200	\$11,600	\$257,300	\$352,700
Contamination Monitoring (Maximum)	\$43,400	\$16,500	\$293,300	\$400,700
City Staff Time for Supporting Compliance Activities*	\$14,500	\$14,500	\$14,500	\$6,400
<b>Total Minimum Estimated Cost</b>	<b>\$40,700</b>	<b>\$26,100</b>	<b>\$271,900</b>	<b>\$359,000</b>
<b>Total Maximum Estimated Cost</b>	<b>\$57,900</b>	<b>\$31,000</b>	<b>\$307,800</b>	<b>\$407,100</b>

\*Only includes estimated staff time for compliance activities that differ between the service options

The Standard Collection Service option allows the City to select route reviews as the contamination minimization monitoring method, but requires additional staff time for supporting compliance activities. The Performance-based Service option requires waste evaluations, but provides compliance exceptions that reduce staff time needed for supporting compliance activities. The financial savings of reduced staff time required for supporting compliance activities does not offset the cost of conducting waste evaluations. Therefore, the Performance-based Service option requires greater financial investment than the Standard Collection Service option. SB 1383 also requires other compliance activities that are the same for both service options and are not included in these cost estimates.

### 3.2 COMMUNITY IMPACT

Standard Collection Service requires the City to provide more education and outreach to the community than the Performance-based Service option. Standard Collection Service also requires the City to provide inspections, NoVs, and enforcement for both residents and businesses. The City's residents and businesses have participated in mandatory diversion for over five years and may not have a favorable reaction to stronger oversight and enforcement under the Standard Collection Service option. Ratepayers may favorably view the estimated lower annual cost of Standard Collection Service.

In contrast, the Performance-based Service option relieves the City from conducting inspections, and providing NoVs, enforcement, and extensive outreach and education. This may result in a higher rate of community satisfaction. The Performance-based Service option relies heavily on community members' waste separation and diversion behaviors. Although it is not required, the low contamination requirements of this service option may still require education, outreach, and NoVs to

achieve compliance. Ratepayers may view the estimated higher annual cost of Performance-based Service less favorably than the estimated annual cost of Standard Collection Service.

Given the City's desire to obtain strong community engagement, SCS recommends that the City plan to clearly outline the community benefits of whichever collection service option the City chooses to implement.

### 3.3 RISK ASSESSMENT

Standard Collection Service has more requirements, but is a lower risk option because there are no performance metrics beyond mandatory organics service. A jurisdiction cannot fail out of Standard Collection Service. The City currently has robust collection services and diversion programs, including mandatory three-stream collection service, and is well on track for compliance with the SB 1383 requirements of Standard Collection Service.

Performance-based Service has fewer requirements but is a higher risk option, because if the City exceeds the annual threshold of 25 percent organics in the gray container stream, the City must revert to Standard Collection Service and complete all SB 1383 requirements; compliance exceptions will no longer be applicable. Maintaining low contamination rates relies on residents and businesses to engage consistently in desired waste separation behaviors. The City will need to establish alternative policies within the Municipal Code and programmatic protocols as contingency in the event waste evaluations result in more than 25 percent organics in the gray container stream. The City will have expended the waste evaluation budget before receiving results that indicate a need to revert to Standard Collection Service, which would then negate the compliance exceptions and reduced staff time. Therefore, the City will need to establish budgetary contingencies to account for this possibility.

### 4.0 CONCLUSION/RECOMMENDATIONS

Based on the information presented above, SCS recommends three alternate options for the City's consideration.

- 1) **Option 1, Conduct a gray container waste evaluation test in 2021 before choosing which collection service option to implement in 2022:** The City may conduct a waste evaluation of the gray container stream in 2021 to measure the percent by weight of organics in the gray container stream. This analysis will allow the City to determine if they are currently compliant with Performance-based Service's low contamination requirements and assess the risk of implementing Performance-based Service. Conducting a waste evaluation in 2021 will require financial investment, and the test of waste evaluation methodology will not count towards SB 1383 compliance. This option has an increased financial impact, a lower risk impact, and may provide data to inform the community of the decision to implement Standard Collection Service or Performance-based Service in 2022.
- 2) **Option 2, Implement Standard Collection Service and waste evaluations in 2022:** The City may consider implementing Standard Collection Service in 2022 and select waste evaluations as the contamination minimization monitoring method. This approach will serve to obtain the results of waste evaluations in 2022 while meeting SB 1383 requirements. If the results of the waste evaluations for the gray container stream do not exceed the 25 percent organic content by weight contamination threshold, the City may notify CalRecycle of



its intent to proceed with Performance-based Service beginning January 1, 2023. This option has the highest financial impact, a lower risk impact, and may provide data to inform the community of the decision to implement Standard Collection Service or Performance-based Service.

- 3) **Option 3, Proceed with Standard Collection Service and route reviews in 2022:** The City may consider implementing Standard Collection Service and selecting the route reviews as the contamination minimization monitoring method. The City is already compliant with the provision of mandatory organics service, at least 90% of customers are enrolled in organics service, and outreach and education is provided annually, which complies with Standard Collection Service requirements. While Standard Collection Service requires more staff time for some compliance activities (e.g. waivers, enforcement and recordkeeping), this cost increase is more than offset by the decreased cost of route reviews compared to waste evaluations. This option has less associated financial and risk impacts, but does not provide detailed evidence (i.e. waste evaluation data) for the community to support decision-making. Additionally, Standard Collection Service requires the City to implement an inspection and enforcement plan, which may receive community pushback.

Table 4 below shows the cost for each option.

Table 4. Recommendations for Waste Evaluations and Route Reviews

Option	Description	Method	Minimum Annual Cost	Maximum Annual Cost	Weeks of Field Work/Year
Option 1	Conduct a waste evaluation test in 2021 before choosing which collection service option to implement in 2022.	Gray Container Audit	\$47,672	\$53,672	7 to 8
Option 2	Implement Standard Collection Service waste evaluations in 2022.	Standard Collection	\$257,344	\$293,344	8 to 10
Option 3	Proceed with Standard Collection Service and route reviews in 2022	Hauler Staff Route Reviews	\$11,603	\$16,554	3 to 6
		City Staff Route Reviews	\$26,216	\$43,389	6 to 12



Environmental Consultants & Contractors

## APPENDIX A: COLLECTION SERVICE OPTION REQUIREMENTS AND IMPACTS

Staff	Hourly Rate
EPS: Environmental Specialist	\$74.21
CC: Conservation Coordinator	\$66.43

Regulatory Action	Organic Waste Standard Collection Service				Performance-Based Source Separated Organic Waste Collection Service				SCS Notes
	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	
<b>Collection Container Service Options</b>	Can use any combination of 3+, 3, 2-, or unsegregated single-container collection services. Split containers are allowed. See 14 CCR Sections 18984.1, 18984.2, 18984.3.	0	0	\$0.00	3 or 3+ container collection service only. Split containers are allowed. See 14 CCR Section 18984.1(a), (b), (d)-(f).	0	0	\$0.00	City/Recology already use a 3-container collection service. This meets the requirements of both service options.



Regulatory Action	Organic Waste Standard Collection Service				Performance-Based Source Separated Organic Waste Collection Service				SCS Notes
	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	
<b>Container Contamination Minimization</b>	Jurisdictions must monitor contamination by conducting either route reviews or waste evaluations. All containers are monitored in either method. See 14 CCR Section 18984.5. See Appendix B for detailed labor and cost estimates.	0	8	\$531.44	Jurisdictions must monitor contamination with waste evaluations of all containers. Gray containers must be monitored once per quarter. See 14 CCR Section 18984.5(c)-(e) and Section 18998.1(a)(3). See Appendix B for detailed labor and cost estimates. This cost estimate assumes City staff would not conduct the Waste Evaluations, but will require 20 hours/ year for management of a contractor.	0	20	\$1,328.60	Standard Collection Service allows City to choose the contamination monitoring method, whereas Performance-based Service requires waste evaluations.
<b>Container Colors</b>	Curbside containers must adhere to specified colors. See 14 CCR Section 18984.7.								No differences
<b>Container Labeling</b>	New curbside containers or lids must include labels. See 14 CCR Section 18984.8. There will be an additional cost for labels/stamps on new containers, but there is no estimated ongoing	0	0	\$0.00	No container labeling requirements. See 14 CCR 18988.2(a)(2).	0	0	\$0.00	If the cost of labels/stamps for new curbside containers is of concern, Performance-based Service waives this requirement. However, given the strict limits on contamination for Performance-based

Regulatory Action	Organic Waste Standard Collection Service			Performance-Based Source Separated Organic Waste Collection Service				SCS Notes	
	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	Regulatory Requirements	EPS Hours	CC Hours		Estimated Cost for Staff Time
	<i>staff time for this requirement.</i>								Service, labels on the bins may be necessary.
<b>Waivers Granted by Jurisdictions</b>	May allow for de Minimis, physical space, and collection frequency waivers. See 14 CCR Section 18984.11. Recology will assist with identifying possible candidates for waivers.	0	10	\$664.30	The regulations do not prescribe that waivers must be provided; however, service must be provided to at least 90 percent of residential and commercial organic waste generators. See 14 CCR Section 18998.1.	0	0	\$0.00	The Performance-based Service requires providing service to 90 percent of residential and commercial generators, which may mean providing service to generators that would otherwise qualify for a waiver. City Municipal Code requires all generators to divert recycling and organics.

Regulatory Action	Organic Waste Standard Collection Service				Performance-Based Source Separated Organic Waste Collection Service				SCS Notes
	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	
<b>Organic Waste Recovery Education and Outreach</b>	Provide education and outreach to residents and businesses about reducing and recycling organic waste. See 14 CCR Section 18985.1, 18985.2.	0	10	\$664.30	Compliance exception. See 14 CCR Section 18998.2 (a)(4).	0	10	\$664.30	With Performance-based Service, there are no regulatory requirements to provide education. City and Recology already provide education and outreach.
<b>Food Recovery Education and Outreach</b>	Provide education and outreach to commercial edible food generators regarding donating edible food to recovery services and organizations. See 14 CCR Section 18985.2.								No differences
<b>Regulation of Haulers</b>	Must regulate haulers: a) A jurisdiction must require haulers to meet the regulatory requirements as a condition of approval. b) Must adopt an ordinance or enforceable mechanism to allow self-hauling. See 14 CCR Sections 18988.1, 18988.2, 18988.3.	0	0	\$0.00	Must regulate haulers: a) A jurisdiction must require haulers to only transport the source separated organic waste collection stream to a designated source separated organic waste recycling facility. See 14 CCR Section 18998.1(b), (d), and (e).	0	0	\$0.00	The City's franchise and flow commitment agreements satisfy this requirement. This cost/labor estimate may require revision if the City pursues collection of records and reports from self-haulers.
<b>CALGreen and MWELO</b>	Must adopt an ordinance or other enforceable requirement that requires compliance with specified provisions of the California Green Building Standards Code and specified provisions of the Model Water Efficient Landscape Ordinance. See 14 CCR Sections 18989.1 and 18989.2.								No differences

Regulatory Action	Organic Waste Standard Collection Service			Performance-Based Source Separated Organic Waste Collection Service				SCS Notes
	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	Regulatory Requirements	EPS Hours	CC Hours	
<b>Edible Food Recovery Program</b>	Must implement an edible food recovery program. See 14 CCR Sections 18991.1 - 18991.5.							No differences
<b>Capacity Planning</b>	Counties, in coordination with cities, special districts that provide solid waste collection service, and regional agencies, must conduct capacity planning for organic waste recycling and edible food recovery. See 14 CCR Sections 18992.1 - 18992.3.							No differences
<b>Procurement</b>	Must annually procure recovered organic waste products that meet or exceed the annual recovered organic waste product procurement target and procure paper products, and printing and writing paper, consistent with specified sections of the Public Contract Code. See 14 CCR Sections 18993.1 - 18993.4.							No differences

Regulatory Action	Organic Waste Standard Collection Service			Performance-Based Source Separated Organic Waste Collection Service				SCS Notes	
	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	Regulatory Requirements	EPS Hours	CC Hours		Estimated Cost for Staff Time
<b>Recordkeeping</b>	Jurisdictions are required to keep records of: <b>1)</b> Standard organic waste collection service data; <b>2)</b> Contamination monitoring; <b>3)</b> Waivers and exemptions; <b>4)</b> Education and outreach; <b>5)</b> Hauler program details; <b>6)</b> Edible food recovery program; <b>7)</b> Procurement; <b>8)</b> Enforcement actions; <b>9)</b> Complaints and investigations. See <i>14 CCR Sections 18984.4, 18984.6, 18984.14, 18985.3, 18988.4, 18991.2 18993.2, 18993.4, and 18995.2.</i>	0	40	\$2,657.20	Jurisdictions are required to keep records of: <b>1)</b> Performance-based organic waste collection service data; <b>2)</b> Contamination monitoring (waste evaluations); <b>3)</b> Education and outreach (food recovery program only); <b>4)</b> Edible food recovery program; <b>5)</b> Procurement; <b>6)</b> Enforcement actions (food recovery program only); <b>7)</b> Complaints and investigations (food recovery program only). See <i>14 CCR Sections 18998.4; 18984.6; 18985.3 only related to edible food recovery education and outreach; 18991.2; 18993.2; 18993.4; Section 18995.2(f)(1),(2),(6),(8)-(10), and (11)-(13) only as it pertains to the edible food generators and food recovery organizations and services.</i>	0	20	\$1,328.60	Performance-based Service requires less recordkeeping. This should place less of a burden on staff time and resources. We estimate it would require approximately half the number of staff hours that Standard Collection Service would require. It is important to remember that all recordkeeping would be required if the City failed to meet the low contamination threshold (25%) required for Performance-based Service.

Regulatory Action	Organic Waste Standard Collection Service			Performance-Based Source Separated Organic Waste Collection Service				SCS Notes	
	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	Regulatory Requirements	EPS Hours	CC Hours		Estimated Cost for Staff Time
<b>Reporting</b>	Must report on: <b>1)</b> Initial jurisdiction compliance; <b>2)</b> Organic waste collection service; <b>3)</b> Contamination monitoring; <b>4)</b> Waivers issued; <b>5)</b> Education and outreach; <b>6)</b> Hauler oversight; <b>7)</b> CALGreen and MWELo; <b>8)</b> Edible food recovery program; <b>9)</b> Procurement; <b>10)</b> Compliance, monitoring, and enforcement. See <i>14 CCR Sections 18994.1, 18994.2.</i>	0	20	\$1,328.60	Must report on: <b>1)</b> Initial jurisdiction compliance; <b>2)</b> Organic waste collection service; <b>3)</b> Results of waste evaluations; <b>4)</b> CALGreen and MWELo; <b>5)</b> Edible food recovery program; <b>6)</b> Procurement. See <i>14 CCR Sections 18994.1, 18994.2 (a), (b), (c)(3), (g)-(j), and (l).</i>	0	15	\$996.45	Performance-based Service does not require reports on waivers, hauler oversight, education/outreach, compliance monitoring, and enforcement. Recordkeeping and reporting requires staff time and resources. We estimate that Performance-based Service will require approximately 3/4 the number of staff hours for reporting compared to Standard Collection Service.



Regulatory Action	Organic Waste Standard Collection Service				Performance-Based Source Separated Organic Waste Collection Service				SCS Notes
	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	
<b>Inspections</b>	Must conduct inspections. See 14 CCR Section 18995.1.	20	0	\$1,484.20	Compliance exception. See 14 CCR Section 18998.2 (a)(8).	0	0	\$0.00	The inspection protocol for Standard Collection Service includes a desk audit/ compliance review of commercial businesses. The inspection compliance exception for Performance-based Service may be an advantage.
<b>Inspections</b> (Food Recovery)	Must conduct inspections only related to commercial edible food generators and food recovery organizations and services. See 14 CCR Section 18995.1								No differences
<b>Investigate Complaints</b>	Must investigate complaints of alleged violations. See 14 CCR Section 18995.3.	10	0	\$742.10	Must investigate complaints of alleged violations related to entities subject to the edible food recovery requirements. See 14 CCR Section 18995.3.	3	0	\$222.63	It is unknown how common complaints will be. Performance-based service requires investigating only complaints related to edible food recovery violations.

Regulatory Action	Organic Waste Standard Collection Service			Performance-Based Source Separated Organic Waste Collection Service				SCS Notes	
	Regulatory Requirements	EPS Hours	CC Hours	Estimated Cost for Staff Time	Regulatory Requirements	EPS Hours	CC Hours		Estimated Cost for Staff Time
<b>Enforcement</b>	Must conduct enforcement. See 14 CCR Section 18995.4.	60	30	\$6,445.50	Must conduct enforcement of entities subject to the edible food recovery requirements. See 14 CCR Section 18995.4. <i>Estimate this enforcement will only require one-fourth the number of staff hours compared to Standard Service.</i>	17.5	7.5	\$1,796.90	Standard Service requires more enforcement than Performance-based Service. Since City staff will be responsible for enforcement, Performance-based Service would save time/money.
<b>Total</b>		<b>90</b>	<b>118</b>	<b>\$14,517.64</b>		<b>20.5</b>	<b>72.5</b>	<b>\$6,337.48</b>	
<b>Savings</b>				<b>\$0.00</b>				<b>\$7,648.72</b>	

## APPENDIX B: CONTAINER CONTAMINATION MINIMIZATION MONITORING METHODS

### Route Review Cost Estimates

Table 5. Recommended Number of Lid-Flip Route Review Samples

Source Sector	Commodity	# of Routes/ Week	# of Stops/ Week	# of container reviews per commodity group <sup>4</sup>	# of container reviews per route	Minimum # of minutes per review	Minimum time required (hours/year)	Maximum # of minutes per review	Maximum time required (hours/year)
<b>Residential</b>	Trash	19	15,042	375	20	5	32	10	63
	Recycle	23	29,974	379	17	5	32	10	64
	Organics	22	14,591	374	17	5	32	10	63
<b>Subtotal</b>		<b>64</b>	<b>59,607</b>	<b>1,128</b>			<b>96</b>		<b>190</b>
<b>Commercial</b>	Trash	19	1,541	308	17	5	26	10	52
	Recycle	15	1,730	314	21	5	27	10	53
	Organics	15	731	252	17	5	21	10	42
<b>Subtotal</b>		<b>49</b>	<b>4,002</b>	<b>874</b>			<b>74</b>		<b>147</b>
<b>Total</b>		<b>113</b>	<b>63,609</b>	<b>2,002</b>			<b>170</b>		<b>337</b>

<sup>4</sup> Based on 95% confidence level calculator: <https://www.custominsight.com/articles/random-sample-calculator.asp>

Table 6. Assumptions

Assumptions	Minimum Time/Cost Estimate	Maximum Time/Cost Estimate
Percent error	5%	5%
Level of confidence (Per commodity per sector)	95%	95%
Total number of stops	63,609	63,609
Total number of container reviews	2,002	2,002
Minutes per review	5	10

Table 7. Overview of Route Review Protocol

Route Review Overview
<p><b>SB 1383 Guidelines</b></p> <ol style="list-style-type: none"> <li>1. Review a "sufficient" (undefined) number of containers randomly selected along a hauler route</li> <li>2. Review all routes annually</li> <li>3. Not all containers on a route must be sampled annually</li> <li>4. Provide NoV to generator if prohibited contaminants are found</li> <li>5. NoV must include information on the requirement to properly separate (a photo is optional)</li> <li>6. Implementation Record will include copies of all route review documentation and NoVs</li> <li>7. Containers with contaminants may be allocated for disposal</li> </ol> <p><b>Notes</b></p> <ul style="list-style-type: none"> <li>• The regulations do not specify a number of containers that must be reviewed annually.</li> <li>• SCS calculated the number of route reviews needed per route type (six commodity type/source sector combinations) to achieve a 95% confidence interval.</li> <li>• SCS recommends distributing the route reviews evenly among the routes in each route type. About 20 containers on each unique route should be reviewed each year.</li> </ul>

Table 8. Cost Estimate for Hauler to Conduct Lid-flips

Tasks	Minimum Time/Cost Estimate			Maximum Time/Cost Estimate		
	Hours	Hourly Rate	Cost	Hours	Hourly Rate	Cost
Meetings	10	\$29	\$290.00	10	\$29	\$290.00
Set Up of App/Database	8	\$29	\$232.00	8	\$29	\$232.00
Prep/Train	8	\$29	\$232.00	8	\$29	\$232.00
Field Staff Training	8	\$29	\$232.00	8	\$29	\$232.00
Field Work + 10% contingency time	187	\$17	\$3,179.00	371	\$17	\$6,301.90
Admin + 10% contingency time	32	\$29	\$923.17	63	\$29	\$1,815.88
Field Supplies			\$500.00			\$1,000.00
Reporting	20	\$29	\$580.00	20	\$29	\$580.00
Project Management	15	\$29	\$435.00	30	\$29	\$870.00
<b>Subtotal</b>			<b>\$6,603.17</b>			<b>\$11,533.78</b>
Contingency			\$5,000.00			\$5,000.00
<b>Total</b>			<b>\$11,603.17</b>			<b>\$16,553.78</b>

Table 9. Cost Estimate for City Staff to Conduct Lid-flips

Tasks	Minimum Time/Cost Estimate			Maximum Time/Cost Estimate		
	Hours	Hourly Rate	Cost	Hours	Hourly Rate	Cost
Meetings	10	\$74	\$742.10	10	\$74	\$742.10
Set Up of App/Database	8	\$66	\$531.44	8	\$66	\$531.44
Prep/Train	8	\$74	\$593.68	8	\$74	\$593.68
Field Staff Training	8	\$66	\$531.44	8	\$66	\$531.44
Field Work + 10% contingency time	187	\$74	\$13,877.27	371	\$74	\$27,509.65
Admin + 10% contingency time	32	\$66	\$2,114.69	63	\$66	\$4,159.63
Field Supplies			\$500.00			\$1,000.00
Reporting	20	\$66	\$1,328.60	20	\$66	\$1,328.60
Project Management	15	\$66	\$996.45	30	\$66	\$1,992.90
<b>Subtotal</b>			<b>\$21,215.67</b>			<b>\$38,389.43</b>
Contingency			\$5,000.00			\$5,000.00
<b>Total</b>			<b>\$26,215.67</b>			<b>\$43,389.43</b>

Notes for Table 8:

- **Meetings:** Meetings between Davis and technical assistance team
- **Set up of App/Database:** Working to set up or develop a survey database for recordkeeping
- **Prep/Train:** Meeting with route review field team to run through the review and recordkeeping processes
- **Field Work:** Conducting route review methodology
- **Field Supplies:** Provision of Personal Protective Equipment, flashlights and other field supplies (e.g. portable charger, clipboards)
- **Reporting:** Management of database and provision of progress reports to Davis staff

- **Project Management:** Route mapping, management of field work, remote support to field staff, field work as needed, and weekly check-ins for progress updates and troubleshooting
- **Contingency:** Provides a contingency budget for unforeseen circumstances or additional services needed

## Waste Evaluation

Table 10. Number of Samples for Each Route Type Per Waste Evaluation

Source Sector	Commodity	# of Routes/Week (for each route type)	Total # of Stops/Week (for each route type)	Minimum # of Samples per route type per evaluation	Recommended # of Samples per route type per evaluation
Residential	Trash	19	15,042	40	45
	Recycle	23	29,974	40	45
	Organics	22	14,591	40	45
<b>Subtotal</b>		<b>64</b>	<b>59,607</b>	<b>120</b>	<b>135</b>
Commercial	Trash	19	1,541	30	35
	Recycle	15	1,730	30	35
	Organics	15	731	25	30
<b>Subtotal</b>		<b>49</b>	<b>4,002</b>	<b>85</b>	<b>100</b>
<b>Total</b>		<b>113</b>	<b>63,609</b>	<b>205</b>	<b>235</b>
Total Weight of samples (lbs.)				41,000	47,000
Average of 10 samples (2000 lbs.) sorted per day				2,000	2,000
Number of days needed to sort				20.5	23.5

Table 11. Cost Estimate for Standard Collection Service Waste Evaluation

All Containers	# of Samples Per Evaluation	# of Days Per Evaluation	Cost Per Evaluation
Minimum	205	20.5	\$123,000.00
Recommended	235	23.5	\$141,000.00

Assumes \$30,000 per 50 samples

Table 12. Number of Samples Per Each Additional Gray Container Evaluation\*

Source Sector	Commodity	# of Routes/Week	# of Stops/Week	Minimum # of Samples per route type per evaluation	Recommended # of Samples per route type per evaluation
Residential	Trash	19	15,042	40	45
<b>Subtotal</b>		<b>19</b>	<b>15,042</b>	<b>40</b>	<b>45</b>
Commercial	Trash	19	1,541	30	35
<b>Subtotal</b>		<b>19</b>	<b>1,541</b>	<b>30</b>	<b>35</b>
<b>Total</b>		<b>38</b>	<b>16,583</b>	<b>70</b>	<b>80</b>
Total Weight of samples (lbs.)				14,000	16,000
Average of 10 samples (2000 lbs.) sorted per day				2,000	2,000
Number of days needed to sort				7	8

\*The Performance-based Service waste evaluations require the City to conduct a gray container waste evaluation each quarter

Table 13. Cost Estimate for Performance-based Service Waste Evaluation

Container Type	# of Samples Per Evaluation	# of Days Per Evaluation	Cost Per Evaluation
<b>All Containers</b>			
Minimum	205	20.5	\$123,000.00
Recommended	235	23.5	\$141,000.00
<b>Gray Containers</b>			
Minimum	70	7	\$42,000.00
Recommended	80	8	\$48,000.00

Assumes \$30,000 per 50 samples



Table 14. Cost Estimate for Data Entry, Analysis and Reporting

	Hours Per Evaluation	Cost Per Evaluation
Prep/Admin Time	10	\$1,565.00
Data Entry/QC	20	\$2,640.00
Reporting	10	\$1,467.00
<b>Total</b>		<b>\$5,672.00</b>

Table 15. Estimated Total Annual Cost for Waste Evaluations Based on the Collection Service

	Estimated Annual Cost	Estimated Weeks of Field Work/Year	Percent of Weeks/Year
<b>Standard Collection Service</b>			
Minimum	\$257,344.00	8.2	16%
Recommended	\$293,344.00	9.4	18%
<b>Performance-Based Service</b>			
Minimum	\$352,688.00	11	21%
Recommended	\$400,688.00	12.6	24%

Table 16. Overview of Waste Evaluation Sampling Protocol

<b>Waste Evaluation Overview</b>
<p>The waste evaluations shall include at least the following minimum number of samples from all the hauler routes included in the studies:</p> <ol style="list-style-type: none"><li>1. 25 for routes with less than 1,500 generators.</li><li>2. 30 for routes with 1,500-3,999 generators.</li><li>3. 35 for routes with 4,000- 6,999 generators.</li><li>4. 40 for routes with 7,000 or more generators.</li></ol> <p><b>Notes</b></p> <ul style="list-style-type: none"><li>• The regulations are not clear on how to identify/group hauler routes. Based on guidance from CalRecycle, SCS consulted a waste evaluation methodology from the City of Los Angeles.</li><li>• The City of LA estimates the number of samples needed by grouping together the customers/accounts on each type of route each week.</li><li>• For Davis/Recology, SCS has identified six types of routes to be evaluated. These are combinations of three commodities (Recycling, Organics, and Trash) and two source sectors (commercial and residential).</li><li>• The City of LA methodology also recommends collecting and analyzing five more samples than the minimum required to account for potentially problematic samples.</li></ul>

Attachment E  
Edible Food Recovery  
(Adobe PDF)

# Task 1E: City of Davis Edible Food Recovery Report

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**SCS ENGINEERS**

01221029.00 | October 7, 2021

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## 1.0 INTRODUCTION

The SCS team reviewed the City of Davis' (City) progress toward compliance with SB 1383's edible food recovery requirements within the context of countywide program efforts. This report provides a summary of program efforts within the City and throughout the County. To respond to the City's requests, we reviewed the City's list of Tier 1 and Tier 2 edible food generators to confirm the list was complete. A Matrix of Best Practices was created for the City to use as criteria to evaluate partnership opportunities with edible food generators, recovery organizations and agencies, and other stakeholders. Using knowledge gained through prior assistance to the City and leveraging the team's knowledge and experience, potential funding sources were documented for expanding edible food recovery programs. The following describes these efforts and the results.

### 1.1 SB 1383 AND EDIBLE FOOD RECOVERY BACKGROUND

SB 1383 requires a minimum of 20 percent of edible food currently destined for landfills<sup>1</sup> be recovered for human consumption by 2025. CalRecycle adopted regulations designed to achieve this goal as part of the law's overarching objective to reduce methane emissions and support the State's climate change goals. SB 1383 requires all organic waste generators, including residences, businesses, and local, state, and federal government entities to participate in organic material collection, and specific types of businesses to participate in food recovery programs.

The City must adopt enforceable programs and ordinances as may be required to support generator compliance. The City may also designate program implementation, outreach, and monitoring responsibilities through a contract or Memorandum of Understanding. CalRecycle may assess penalties for noncompliance beginning in 2022, and jurisdictions may assess penalties for noncompliant generators and recovery agencies beginning in 2024.

#### 1.1.1 SB 1383 Edible Food Recovery Program Requirements for Jurisdictions

Section 18991.1 of the regulations requires the City to take the following actions to implement a compliant edible food recovery program.

1. **Identify and educate commercial generators:** The City must identify and educate Tier 1 and Tier 2 generators by February 1, 2022 and on an annual basis. Outreach and education must include the following information:
  - The City's edible food recovery program
  - The requirements for edible food generators
  - Edible food recovery agencies and the location of the online list of agencies
  - How businesses may prevent the creation of food waste.
2. **Increase commercial generator access to food recovery agencies:** The City must provide contact information for food recovery agencies on the City's website so that commercial edible food generators can identify which agencies may potentially accept their recovered

<sup>1</sup> <https://www2.calrecycle.ca.gov/Docs/Web/118371>

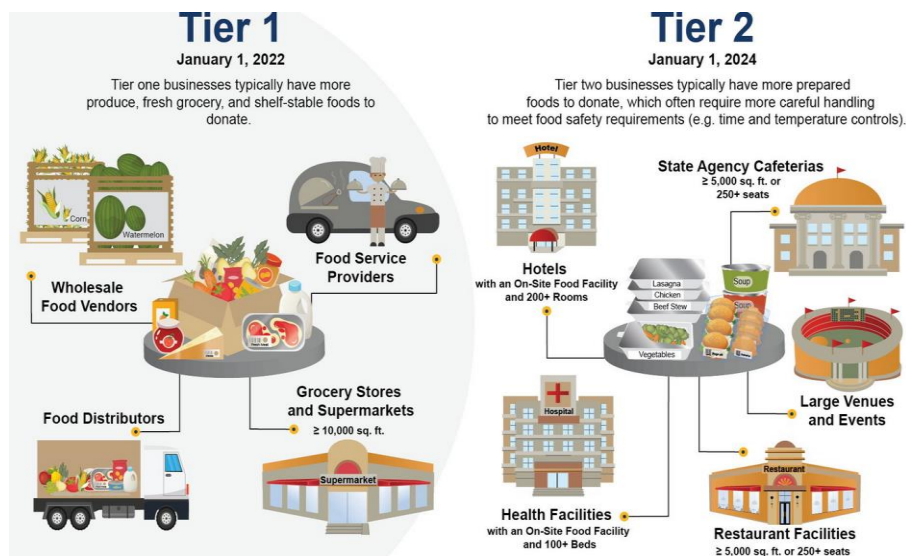
food. This list must include the agency name, physical address, collection service area, and types of food the agency can accept for recovery.

3. **Monitor commercial edible food generator compliance:** Edible food generators will be required to enter into an agreement with a food recovery agency to recover surplus edible food and to maintain records of food recovery, including types, quantities (pounds per month), and frequency of food recovered. The City will be required to monitor edible food generator compliance with SB 1383 requirements through inspections. Inspections of Tier 1 edible food generators must begin in 2022, and Tier 2 in 2024 to verify the following information:
  - Edible food generators have a contract or written agreement with a recovery agency
  - Businesses and recovery agencies are keeping records
  - Businesses are donating the maximum amount of food fit for human consumption that would otherwise be disposed
  
4. **Increase recovery capacity (if needed):** By August 1, 2022, the County must complete an edible food recovery capacity study. In this study, the County will estimate the quantity of edible food in the disposed waste stream, and identify the aggregated food recovery capacity available to accept the edible food currently disposed. If the study projects a gap between the amount of edible food disposed and the capacity available to recover edible food, the City will be required to develop an implementation plan for increasing food recovery capacity in the City.

## 2.0 VERIFICATION OF TIER 1 AND 2 GENERATOR LIST

SB 1383 requires all municipalities to document and annually report to CalRecycle generators that fall within Tier 1 and Tier 2 definitions. **Exhibit 1** highlights CalRecycle’s definitions of Tier 1 and Tier 2 generators.

Exhibit 1. Tier 1 and Tier 2 Generator Definitions





Tier 1 generators are required to participate in food recovery by January 1, 2022. These include supermarkets, grocery stores, food service providers, food distributors, and wholesale food vendors. The edible food waste generated from Tier 1 generators will include perishable foods (e.g. fresh produce, meat, dairy, eggs); shelf-stable and packaged foods; and a small amount of prepared foods. Throughout the state, the most common recovery agency for Tier 1 generators is the local Food Bank.

Tier 2 generators are required to participate in food recovery by January 1, 2024. These include large hospitals, hotels, large venues, large events, large restaurants, large state agency facilities, and schools with an on-site food facility. The edible food generated from Tier 2 generators commonly includes prepared foods, and smaller quantities of shelf-stable and perishable food compared to Tier 1 generators. Tier 2 generators are best partnered with a food recovery agency specializing in prepared food recovery and/or providing on-demand collection service.

Our team reviewed the Tier 1 and Tier 2 Commercial Edible Food Generator list provided by the City to verify the list of applicable Tier 1 and Tier 2 generators is complete. The nine Tier 1 generators identified by the City are shown in **Table 1**. We examined the City’s list of generators by tier, and checked this information against the City’s business license database<sup>2</sup>. The business license list was reviewed for all business types that would fall under Tier 1 or Tier 2 definitions. Additionally, we requested a list of registered food processors from the California Department of Health.

Table 1. City of Davis Tier 1 Generators

FACILITY NAME	SITE ADDRESS	LOCATION
DAVIS FOOD CO-OP	DAVIS FOOD CO-OP	DAVIS
GROCERY OUTLET - DAVIS	1800 E 8TH ST STE B	DAVIS
NUGGET MARKET #12	1414 E COVELL BLVD	DAVIS
NUGGET MARKET #2	409 MACE BLVD	DAVIS
SAFEWAY STORE #1205	1451 W COVELL Blvd	DAVIS
SAFEWAY STORE #1561	2121 COWELL Blvd	DAVIS
SAVE MART SUPERMARKETS #604	1900 ANDERSON RD	DAVIS
TRADER JOE'S #182	885 RUSSELL BLVD	DAVIS
WEST LAKE MARKET	1260 LAKE BLVD	DAVIS

The City will need to work with all of these generators to confirm they have established a written agreement with an edible food recovery agency to comply with SB 1383 and have an established system to keep records and provide reports as requested by the City.

The City’s list of Tier 2 generators is shown in **Table 2**.

<sup>2</sup> <https://www.cityofdavis.org/business/business-directory>

Table 2. City Of Davis Tier 2 Generators

FACILITY NAME	SITE ADDRESS	LOCATION
ATRIA COVELL GARDENS	1111 ALVARADO AVE	DAVIS
CARLTON SENIOR LIVING	2726 5TH STREET	DAVIS
COURTYARD HEALTH CARE CENTER	1850 E. 8TH STREET	DAVIS
DAVIS JOINT UNIFIED SCHOOL DISTRICT	526 B STREET	DAVIS
DAVIS WELL SEASON	1753 RESEARCH PARK DR	DAVIS
UC DAVIS - CUARTO (located within City of Davis city limits)	533 OXFORD CIR	UC DAVIS
UC DAVIS HEALTH STADIUM	LA RUE RD	UC DAVIS
UC DAVIS PAVILION	232 ARC ONE SHIELDS AVE	UC DAVIS
UC DAVIS - SCRUBS CAFE	Located on UCD campus	UC DAVIS
UC DAVIS - SILO RESTAURANTS	Located on UCD campus	UC DAVIS
UC DAVIS - SEGUNDO	1 SHIELDS AVE	UC DAVIS
UC DAVIS - TERCERO	Located on UCD campus	UC DAVIS
UC DAVIS - THE GUNROCK	Located on UCD campus	UC DAVIS
UNIVERSITY RETIREMENT COMMUNITY	1515 SHASTA DRIVE	DAVIS

Only 6 of the Tier 2 generators are within the City’s boundary of authority. Eight generators are associated with the University of California (UC) Davis (noted in red text) and fall under the jurisdiction of the University’s program.

### 3.0 REVIEW OF COUNTYWIDE PROGRAM AND FUNDING OPTIONS

Our team assessed the opportunities for the City to collaborate with Yolo County, Yolo Food Bank (YFB), and the Yolo Health Department.

#### 3.1 YOLO COUNTY

The County must develop an Edible Food Recovery Capacity Study. To complete this task, the County will estimate the quantity of food disposed of in each jurisdiction, including Davis. The County will then aggregate the estimated capacity to recover new food by recovery agencies located in each jurisdiction. If the County finds recovery agencies do not have enough capacity to accept the estimated total quantity of food disposed, each City will need to prepare an implementation plan

documenting how they will expand recovery capacity. It is in the best interest of the City to collaborate in estimating the quantity of edible food disposed of in the City.

The following quote from a CalRecycle report released in 2020<sup>3</sup> outlines the edible food waste metrics all California jurisdictions must address through edible food recovery programs:

*The CalRecycle 2018 Waste Characterization Study estimated that approximately 1.1 million tons of potentially donatable food is currently disposed in landfills. SB 1383 set a goal to divert 20 percent of this edible food and instead recover it for human consumption by 2025. The study results suggest that at least 225,000 tons of edible food would need to be recovered in 2018 to meet the SB 1383 metric... Additional analyses will be necessary to determine how much food was edible and could have been consumed at the time of disposal.*

Yolo County has an existing, active network of edible food recovery efforts, which can be leveraged and expanded to achieve full compliance with SB 1383. Our team understands the City is working with the County, other jurisdictions within the County, and consultants to complete the capacity study, increase generator access to recovery agencies, and to identify potential countywide programs and funding options.

Consultants for Yolo County and West Sacramento recently provided an update on the status of their food recovery endeavors. The County reported their consultants have identified 61 food recovery agencies in the County. Consultants have surveyed 57 of these food recovery agencies to assess their current level of service to Tier 1 generators and estimated need for additional infrastructure. Consultants are in the process of analyzing surveys to evaluate trends and gaps in infrastructure.

The consultants have also completed surveying 23 Tier 1 generators (none within the City of Davis) in the County who are not currently donating to YFB. The survey asks Tier 1 generators about food recovery relationships with other recovery agencies, available excess edible food generated at their business, and barriers they face to participating in food recovery.

The County's consultant is in the process of preparing capacity study estimates for disposal tons and associated recovery capacity needs using the CalRecycle Edible Food Recovery Capacity Calculator Tool. These estimates will be used to determine the appropriate funding needed to support countywide capacity expansion. Additionally, the County has engaged YFB in conversations about their request for funding to support SB 1383 compliance. Consultants have vetted this request, compared it to the results of the CalRecycle Edible Food Recovery Capacity Calculator Tool, and prepared a letter for the County summarizing this progress. This letter (refer to **Appendix A**) includes a commitment to compile a report summarizing the progress of City staff, County staff and consultants countywide in their efforts to plan for program funding and implementation by August 31, 2021. The County is investing time and resources into developing a compliant, successful, sustainable, and transparent food recovery program. This demonstration of commitment is evidence Yolo County is an ideal partner for the City.

## **3.2 YOLO FOOD BANK (YFB)**

YFB has requested \$2 million in funding to provide food recovery services for Tier 1 edible food generators that will support countywide compliance with SB 1383. In order to understand the

<sup>3</sup> *Analysis of the Progress Toward the SB 1383 Waste Reduction Goals, CalRecycle, August 2020*

existing edible food recovery network and infrastructure in Davis, research was performed for the full range of food recovery agencies (e.g. food banks, food pantries, and meal distribution services) either located in and/ or operating in the County. The goal of this research was to determine if allocating funding explicitly to YFB would result in compliance with SB 1383 for all edible food generators and meet the needs of the local food insecure population.

As an initial step, our team examined the YFB community partner's 2020 list. YFB partners include approximately 60 recovery agencies located throughout Yolo County. Only 19, or approximately 33 percent, of all YFB partners are physically located in Davis. We also performed an independent search of food recovery agencies within the City and found recovery agencies located within the City that are not listed by YFB. To review these food recovery agencies, refer to **Appendix B** for recovery agencies within the City. **Appendix C** presents recovery agencies located within the County but outside of the City limits.

Using the YFB's Excel Spreadsheet of Subsidies to Community Food Distribution Partners, provided by the City, we calculated the percent of food distribution from YFB to partner agencies physically located in the City. This information is shown in **Table 3**.

Table 3. Food Distributed by Yolo Food Bank to Community Partners (January 1 - December 23, 2020)

Community Partners Receiving Food From YFB	Location	Quantity of Food Received by Community Partners (lbs.)
ASUCD The Pantry & Aggie Compass	Davis	123,545
Davis Community Meals and Housing	Davis	53,118
Short Term Emergency Aid Committee	Davis	21,659
Progress Ranch	Davis	15,013
Interfaith Rotating Winter Shelter of Davis	Davis	14,287
TPCP - Pine Tree Gardens West	Davis	10,563
Davis Senior Housing - Eleanor Roosevelt Circle	Davis	4,041
Pole Line Road Baptist Church	Davis	3,469
Cal Aggie Christian Association	Davis	1,167
Yolo Crisis Nursery	Davis	1,161
TPCP - Pine Tree Gardens East	Davis	877
Subtotal of Distribution for City of Davis		<b>248,900</b>
Total Distribution Countywide		<b>1,156,273</b>
<b>Percentage of Total Distribution Allocated to City of Davis</b>		<b>22%</b>

YFB reports distribution of approximately 1,156,000 pounds of food to partner agencies in 2020. Of that, 249,000 pounds of food, or 22 percent, was distributed to recovery agency partners in the City.

**Table 4** shows the distribution of the County's population, by City, and the percent allocation of distributed food from YFB and partner agencies.

Table 4. Yolo County Population Distribution Percentage, by City

JURISDICTION	POPULATION (2020)	PERCENTAGE ALLOCATION IN COUNTY
CLARKSBURG (Unincorporated)	503	0%
DAVIS	68,915	32%
ESPARTO (Unincorporated)	3,486	2%
KNIGHTS LANDING (Unincorporated)	1,036	1%
WEST SACRAMENTO	54,208	25%
WINTERS	7,257	2%
WOODLAND	60,809	28%
UNINCORPORATED (Other Cities)	21,253	10%
<b>TOTAL</b>	<b>217,467</b>	<b>100%</b>

As indicated in **Table 4**, the City of Davis accounts for thirty-two percent of the County's total population. YFB's 22 percent allocation of food distribution in the City does not align with the City's proportion of the countywide population. The City has provided the YFB client records of food distributed by YFB to community partners. Refer to **Appendix D** for details.

It may be desirable to investigate the potential for other recovery agencies to expand recovery capacity independently from YFB, before committing to exclusively funding YFB. Additionally, the City may wish to review recovery program models that have proven successful in other areas of the State. For example, Hunger at Home<sup>4</sup> is a Bay Area-based food service agency started by a former Hilton Hotel district manager who saw firsthand through his management of Hilton properties the amount of food being wasted. With deep domain expertise, he started the agency and began soliciting partners to reroute food generated at hospitality sites or through hospitality activities to food service agencies. Since its inception, over 5.6 million meals have been diverted from the landfill and fed to hungry people. Davis is home to several Tier 2 generators including hotels, healthcare facilities, and restaurants that could possibly benefit from this replicable model at the right time.

### 3.3 YOLO COUNTY ENVIRONMENTAL HEALTH DIVISION

The Consumer Protection Unit (CPU) of Yolo County Environmental Health Division has agreed to monitor the compliance of all edible food generators in the County. This partnership meets the SB 1383 requirement to monitor edible food generator compliance.

The CPU will conduct annual inspections of Tier 1 and Tier 2 generators as required by SB 1383. Inspections will include observation of food safety practices; confirmation of employee training; verification of contracts or written agreements with recovery agencies; and verification the generator is keeping weight records for recoverable food.

<sup>4</sup> [www.hungerathome.org](http://www.hungerathome.org)

These inspections, which will be conducted on behalf of unincorporated Yolo County, and the Cities of Davis, West Sacramento, Winters, and Woodland, will include the following components:

- Observing general food safety protocols are followed, including segregated storage and proper temperature control for recoverable foods.
- Ensuring an employee training program, which discusses safe food handling procedures of recoverable foods, is in place and training records are kept.
- Reviewing the written agreement between the generator and the food recovery agency (e.g., a copy of a signed written agreement between the generator and the Yolo Food Bank).
- Reviewing weight records of recoverable foods.

It is recommended the City discuss protocols for the management of data and records with CPU to ensure the City will receive data in a format that is easily translatable to the City’s reports to CalRecycle. The City may consider developing a template for data collection and protocol for recordkeeping. If CPU and recovery agencies are able to provide these tools to generators, generators may utilize the template for data collection, or transfer data from their preferred accounting system to the City’s desired format. Consistency in data collection and reporting by both generators and recovery agencies will allow the City to streamline data aggregation for reporting to CalRecycle. Additionally, establishing a standardized recordkeeping protocol may reduce the time requirement for CPU staff to review records, and for the City to incorporate records received into the SB 1383 Implementation Record.

The CPU will not conduct inspections of recovery agencies, or collect records from recovery agencies. The City will need to expand the scope of agreement with CPU or establish an additional partnership to meet these regulatory requirements.

## 4.0 BEST PRACTICES IN REVIEWING PARTNERSHIPS

The recommended best practices for the City were categorized to evaluate partnership opportunities to assist with SB 1383 compliance, based on the four SB 1383 compliance requirements. These categories include: 1) identify and educate commercial generators; 2) increase edible food generator access to recovery agencies; 3) monitor edible food generator compliance; and 4) increase recovery capacity.

A summary of the compliance action categories and associated best practices is provided in **Table 5**.

Table 5. Summary of Compliance Actions and Best Practices

Regulatory Requirement	Best Practice
1. Identify and educate edible food generators	Identify Tier 1 and Tier 2 generators
	Identify the required and desired behaviors
	Identify barriers to participation
	Identify benefits to participation
2. Increase edible food generator access to food recovery agencies	Develop messages and identify messengers and communication channels
	Expand list of food recovery agencies
	Develop program strategies to reduce barriers and increase benefits



Regulatory Requirement	Best Practice
3. Monitor edible food generator compliance	Conduct inspections of applicable generators
	Manage data and records
4. Increase recovery capacity	Feed hungry people
	Help create sustainable funding for food recovery agencies
	Create new green collar jobs
	Build more resilient communities

A Best Practices Matrix was developed and includes questions and scoring criteria to evaluate potential partnerships with jurisdictions, County, designees, food recovery agencies and edible food generators. Each best practice includes a list of questions for the City to use when evaluating the benefits of a potential partnership. A snapshot of the Best Practices Matrix is included in **Appendix E** and the project team will provide an editable Microsoft Excel Version of the Matrix to the City.

## 4.1 IDENTIFY AND EDUCATE EDIBLE FOOD GENERATORS

The City and/or designee must annually provide education and outreach to generators. Additionally, the City must keep records associated with each of these activities and prepare the Electronic Annual Report for CalRecycle. Ideal partnerships will share resources and/or follow cohesive protocols to conduct these activities. It is recommended to assess the ability of potential partnership opportunities to provide services or support in implementing the following best practices.

### 4.1.1 Identify Tier 1 and Tier 2 generators

The City has developed an initial list of Tier 1 and Tier 2 generators. The City should continue to update and refine the list by cross-referencing data obtained from the City’s business license database, and data from recovery agencies, such as lists of current edible food generators and/or metrics associated with applicability thresholds defined in SB 1383 (e.g. number of seats in a restaurant, number of beds in a healthcare facility, etc.). When a business opens in the City, it must seek and obtain a business license. Depending on the type of business, even businesses transacting business but not located within the City may need to obtain a Davis business license. This being the case, this is a reliable source for ongoing identification of Tier 1 and 2 generators.

The County has initiated surveys with generators to assess applicability to Tier 1 and Tier 2 generator thresholds, current recovery practices and opportunities and identification of generators not currently participating in food recovery. Consultants have completed surveys with all Tier 1 generators in West Sacramento. The County, in partnership with consultants, have completed surveys with Tier 1 generators located in all other county jurisdictions except for the City of Davis.

It is recommended the City survey generators to confirm applicability of defined thresholds. Our team has obtained the County’s survey questions and prepared a scope of work to conduct surveys with Tier 1 generators in the City. Additionally, the City may leverage site visits conducted by a potential partner agency or City departments’ employees (e.g. franchise hauler recycling coordinators, environmental health professionals, fire department inspectors, etc.) to identify or further assess Tier 1 and Tier 2 generators.

### 4.1.2 Identify the required and desired behaviors

Identification of desired behaviors will set the foundation for development of education and outreach that promotes compliant participation in food recovery programs.

- **Generators:** SB 1383 requires generators to implement a contract or written agreement with a food recovery agency, keep records of recoveries, and not to intentionally spoil food to evade food recovery requirements. Additionally, the City, County and food recovery agencies desire generators to adhere to safe food handling practices. Recovery agencies may also desire generators follow specific protocols for storage and labeling of edible food for recovery.
- **Recovery Agencies:** Recovery agencies are required to implement contracts or agreements with Tier 1 and Tier 2 generators, keep records of recoveries from these generators, and report to the City. Reports to the City must include the total number of generators with whom the recovery agency has agreements and the total pounds of food recovered, per month, in the previous calendar year.

### 4.1.3 Identify barriers and benefits to participation

The City and partner stakeholders must understand the barriers and benefits related to food recovery for both generators and recovery agencies. This will help to develop responsive outreach and education, and establish the best-suited partnerships between edible food generators and recovery agencies. Ideal partnerships will identify and/or address barriers and benefits that generators and recovery agencies experience.

- **Generators:** Tier 1 and Tier 2 generators experience similar and different barriers and benefits to participation in a food recovery program. Common barriers to food recovery include: fear of liability; lack of storage space and storage containers; the cost of additional employee labor; unfamiliarity with entities that accept food recovery; and unwillingness to pay for the collection of food recovery. In previous survey research conducted by SCS, generators responded with common perception of the benefits of participating in food recovery including: helping the community; tax incentives; internal sustainability goals; use of data to drive improvements in inventory management; and reduced need for waste collection services.
- **Recovery Agencies:** These agencies must carefully balance their available funding, infrastructure, and labor to operate successfully. Redistributing edible food to the community requires warehouses, industrial kitchens, collection vehicles, fleets of volunteers, and dedicated employees. Most food recovery agencies quickly utilize their full capacity by recruiting new edible food generators or purchasing food to supplement the recovered supply. They can usually find space for new, nutritionally valuable recovered food (e.g., protein, dairy, and produce). However, most agencies require additional funding, staff, transportation, and warehouse space in order to consistently recover edible food. Commonly reported benefits include: helping the community; obtainment of data to validate success; and opportunities for public promotion.



#### 4.1.4 Develop messages and identify messengers and communication channels

The City's outreach and education strategy should develop messages tailored to existing generators and recovery agencies, as well as the barriers and benefits they each associate with participating in a food recovery program. We also recommend the City assess the messengers and communication channels available through existing and potential partners.

- **Generators:** Generators with corporate management and/ or franchised management may have existing avenues for communicating with and training employees. Incorporating outreach and education developed by the City into these channels increase the likelihood of program success within a business. Partnership opportunities with entities that have staff experienced in working with food industry businesses may be particularly advantageous.
- **Recovery Agencies:** The City may leverage avenues recovery agencies already use to provide outreach and education to generators. Ideal partnerships will be able to identify or enhance existing recovery agency resources.
- **Potential Designees:** Outreach and education assistance from designees and/or partners may include: distribution of a brochure during site inspections; answering questions from generators about food safety; adding food recovery questions to food service permit applications and/ or inspection checklists; providing site visits to generators upon request; and distributing outreach and education through any other existing communication channels.

## 4.2 INCREASE EDIBLE FOOD GENERATOR ACCESS TO FOOD RECOVERY AGENCIES

Consistent education and engagement with edible food generators and recovery agencies is imperative to program success. The City, recovery agencies, and potential partners should coordinate roles that promote the development of ongoing relationships between an edible food generator and their recovery agency staff. To increase commercial generator access to food recovery agencies, SB 1383 requires the City to develop a list of food recovery agencies. Additionally, it is recommended the City consider program strategies that reduce the barriers for generators to participate in food recovery, as well as the barriers for recovery agencies to expand their recovery capacity.

### 4.2.1 Expand list of food recovery agencies

The City must post and maintain a list of recovery agencies on the City's website. This list must include the following: the name and physical address of the food recovery agency; contact information; the collection service area; and an indication of types of food the food recovery agency can accept. The following are methods to obtain additional information on food recovery agencies:

- **Generators:** A survey question to generators about current food recovery practices and partnership with recovery agencies may provide identification of recovery agencies the City can add to the online list.
- **Recovery Agencies:** Recovery agencies often collaborate with one another and may be able to provide lists of partner agencies, which the City can add to the online list.

- **Potential Designees and Other Stakeholders:** Potential designees, community services groups, and entities with the ability to conduct surveys or facilitate crowdsourcing may be able to identify additional recovery agencies the City can add to the online list.

#### 4.2.2 **Develop program strategies to reduce barriers and increase benefits of participation**

To comply with SB 1383, generators must find recovery agency models that are able to accept the types and quantities of food generated by their type of business. Edible food recovery requires generator employee's time to coordinate, facilitate, and record recovered edible food. Because the type and quantity of surplus food recovered can fluctuate, a generator may need to coordinate with more than one recovery agency to redistribute the food in a timely manner.

Once food is destined for recovery, generator staff time will need to be dedicated to packaging and labeling according to the standards set forth by the food recovery agency. Generators often rely heavily on transportation and drivers provided by the food recovery agencies. Food recovery can be impaired by limited refrigerated storage space to safely hold the food for recovery until transportation can be arranged. Many businesses expressed a need for on-demand collection service provided at no additional cost or covered by their cost for waste services in order to participate in a food recovery program.

One strategy to reduce barriers and increase benefits for both edible food generators and recovery agencies is the utilization of food recovery software applications. The real-time data gathered by app-based food waste tracking and recovery technologies allows businesses to make better purchasing and production decisions, delineate between edible and inedible waste, prevent waste, see the environmental impact of their recovery, calculate their tax deduction, and celebrate impact. There are also many intrinsic business benefits of utilizing app-based food recovery and waste tracking technologies. These apps do not require advanced hardware or extensive training to utilize, as they are easily accessible by tablet or smartphone.

Many of the data tracking software applications available provide facilitation of recovery transportation services, which provides support for recovery agencies to increase their operating capacity. With the collaborative nature of the service, multiple staff can log in and use the app at the same time to collect and distribute edible food as efficiently as possible. Recovery agencies can be inundated with loads of food being dropped off without consideration of their specific needs, which is commonly referred to as "donation dumping." Integrating app based solutions into food recovery programs will help curb donation dumping at recovery agencies. Real-time matching of edible food generators with the appropriate partner recovery agencies is critical to reduce the burden put on Food Banks as well as ensure that other smaller recovery agencies are still being served.

Benefits of food recovery software include:

- Connects a generator to multiple recovery agencies.
- Provides a simple process for scheduling recovery and/ or requesting on-demand recovery service.
- Tracks the types and quantities of food recovered.
- Records quantities of surplus edible food, leading to better purchasing decisions and source reduction of food waste.

- Provides data management, aggregation and a digitized “paper trail” for reporting and program audits, including food recovery receipts.

**Appendix F** provides a comparison of the features offered by ten edible food recovery software applications.

### 4.3 MONITOR EDIBLE FOOD GENERATOR COMPLIANCE

The City’s partnership with CPU will comply with SB 1383’s inspection requirements for edible food generators. As mentioned previously, the City may consider use of a consistent recordkeeping protocol and template to streamline management of inspection records. Use of a food recovery software application is also one way to streamline data collection and recordkeeping.

### 4.4 INCREASE RECOVERY CAPACITY

According to CalRecycle’s website, recovery agencies matter, more than ever, to communities facing high rates of food insecurity and unemployment, a public health pandemic, and climate change impacts. While food recovery infrastructure exists in some areas of California, it is not consistently available throughout the state. It is recommended the City seek partnership opportunities that will assist with increasing recovery capacity and the associated community benefits. Holistic, sustainable food recovery programs and partnerships will provide the City communal benefits including feeding people, helping to create sustainable funding for food recovery agencies, creating new green collar jobs, and building communities that are more resilient.

#### 4.4.1 Feed hungry people

The most important metric for an edible food program is the ability to increase the supply of edible food to people. An important consideration to preserve the virtue of food recovery and respect for the community members receiving food assistance is adherence to food safety protocols.

- **Generators:** The California Health and Safety Code, which environmental health professionals oversee, governs food safety. SB 1383 defers to the California Health and Safety Code for businesses and recovery agencies to determine when edible food is fit for human consumption. The City’s partnership with CPU will be advantageous in providing food safety expertise to generators. The City may also assess other potential partners for the knowledge and ability to provide consultation and training about food safety.
- **Recovery Agencies:** Ideally, recovery agencies are able to demonstrate low spoilage and a high rate of food distribution. The City should identify recovery agencies that provide both on-demand recovery from generators and on-demand distribution to recipients. The City may also seek partnership with recovery agencies located in close proximity to underserved communities to promote equity of food distribution in the City.

Two literature sources are provided below, which provide sufficient policy and handling guidelines to facilitate a successful edible food recovery program and ensure its safety. Although SB 1383 does not govern food safety, environmental health departments enforce the CA Health & Safety Code, and therefore are sometimes best suited to oversee this aspect of food recovery. Environmental health professionals are not required to participate in 1383, but their partnership will be advantageous to a safe and successful program.

- **Safe Surplus Food Recovery Best Management Practices: Guidance for Environmental Health Departments**<sup>5</sup> authored by the Center for Climate Change and Health, dated January 2018. City solid waste/environmental services staff must collaborate with the jurisdiction's health department in developing and adopting their own best practices, strategic partnerships, enforcement tactics, and supportive ordinances to create a successful outcome. This guidance document also summarized all legal protections, both federal and State of California. It outlines the necessary training, advocacy, and local government partnership strategies to help build and maintain a successful program.
- **Keeping Food Out of the Landfill**<sup>6</sup> authored by the Harvard Food Law and Policy Clinic (an Environmental Protection Agency partner), reviews supporting laws, provides excellent ideas for food handling, and education and outreach information, both critical to maintaining public health and enrolling public support and participation. This document contains a broad range of information, including sections on date labeling and food safety.

#### 4.4.2 Help create sustainable funding for recovery agencies

Ideal partnerships will not only help the City comply with SB 1383, but will reduce burden on City resources such as funding and labor. Creation of sustainable funding mechanisms for recovery agencies will both expand recovery capacity and reduce the need for continual funding from the City. In **Section 5.0**, a summary of funding sources, compliance with Proposition 218, and the potential need for collaboration with other stakeholders can be found.

#### 4.4.3 Create new green collar jobs

Development and funding of recovery programs will typically result in the creation of green collar jobs (e.g. delivery drivers, community engagement coordinators, operational roles, technology installation and maintenance). Best practices for evaluating the impact a potential partnership will have on the creation of green collar jobs includes asking generators and recovery agencies if they will utilize volunteers or paid employees to operate their program. Recovery agencies may also provide additional community services related to food recovery, such as culinary training at a community kitchen or other career training services. The City may desire to employ a tactic CalRecycle uses in the food waste prevention grant, which requires recipients of funding to allocate budget to a new, paid staffing position with the agency.

#### 4.4.4 Build more resilient communities

Food insecurity has many underlying causes, and it is important to support programs and solutions with broader focuses as well. Best practices for evaluating the impact potential partnerships have on building a more resilient community include the following.

- **Generators:** It is important to assess if new program implementation or existing program enhancement will rely on existing recovery infrastructure or expand infrastructure. Expansions of infrastructure should directly increase the capacity to recover additional food.

<sup>5</sup> [https://phasocal.org/wp-content/uploads/2018/02/Safe-Surplus-Food-Donation-BMPs-for-EH\\_Version-2\\_Jan-2018.pdf](https://phasocal.org/wp-content/uploads/2018/02/Safe-Surplus-Food-Donation-BMPs-for-EH_Version-2_Jan-2018.pdf)

<sup>6</sup> <https://www.epa.gov/smm/sustainable-materials-management-smm-web-academy-webinar-new-tool-kit-keeping-food-out-landfill>

Additionally, the City will need to assess the program's flexibility to adapt to fluctuation in supplies, respond to current events, and anticipate future needs.

- **Recovery Agencies:** Recovery agencies will need to consider how quickly their program can respond to the community in times of need, natural disaster, or other human health emergencies. Ideally, recovery agencies should provide options for generators to donate when unexpected circumstances arise (e.g. customer cancellations, business closures, power outages, etc.) The City may also benefit from the assessment of how supporting a particular agency will positively affect partner agencies.
- **Community:** To maximize benefit to the community, it is important to support agencies that provide food recovery, additional community services, and support community leadership. Partnerships with entities that promote movement out of poverty and promote equity are well positioned to build community resilience beyond treating the symptom of food insecurity.

## 5.0 REVIEW FUNDING OPPORTUNITIES FOR COMPLIANCE WITH PROPOSITION 218

Our team researched possible funding sources for the edible food recovery program including State funding, use of solid waste rate revenues, and implementation of fees. Through this research, several existing State funding sources were identified and are available to the City and food recovery agencies to increase edible food recovery infrastructure. Use of grant funds does not conflict with the parameters of Proposition 218.

State funding opportunities include:

- **CalRecycle Food Waste Prevention and Rescue Grant Program<sup>7</sup>:** CalRecycle administers this grant program pursuant to Public Resource Code Section 42999. This grant program seeks to lower overall greenhouse gas emissions by establishing new or expanding existing food waste prevention projects (source reduction or food rescue for people) to reduce the quantity of food disposed in landfills.
- **CalRecycle Organics Grant Program<sup>8</sup>:** This is a competitive grant program to lower overall greenhouse gas emissions by expanding existing capacity or establishing new facilities in California to reduce the quantity of California-generated green materials, food materials, and/or Alternative Daily Cover sent to landfills.
- **California Air Resources Board (CARB) Grants<sup>9</sup>:** CARB provides financial incentives to support the procurement of clean cars, trucks, equipment and facilities, such as through its California Climate Investments portfolio. Project reporting is included on their [Annual Report webpage](#).

<sup>7</sup><https://www.calrecycle.ca.gov/climate/grantsloans/foodwaste>

<sup>8</sup><https://www.calrecycle.ca.gov/climate/grantsloans/organics>

<sup>9</sup><https://ww2.arb.ca.gov/our-work/topics/incentives>

- ✓ **Pros:** If successful in winning the grant, it is funding that does not need to be paid back.
- ✓ **Con:** Lots of competition, arduous proposal process, and if successful, extensive reporting requirements. Also, usually need to provide some type of match funding.

Opportunities for funding food recovery through fees include:

- **Cost for service:** Cost-for-service recovery models, such as Copia, can play a role in facilitating and tracking food recovery. Copia enables businesses and event sponsors in the San Francisco Bay Area to recover excess food to those in need and, in turn, receive a tax write-off and a reduction in disposal costs. Copia requires jurisdictions to pay for a software subscription and charges generators for the cost of recovery services. If the cost of garbage and/ or organics collection service is less than the cost of food recovery service, a generator may be resistant to participating in a cost-for-service model. The Los Angeles County Health Department has initiated a pilot program with Copia where the County Health Department will cover the cost of the first 5,000 donations for generators. This funding mechanism does not trigger Proposition 218 compliance.

With the passage of the Protecting Americans from Tax Hikes (PATH) Act in December 2015, all businesses – including C-corporations, S-corporations, limited liability corporations (LLCs), partnerships, and sole proprietorships – are eligible for an enhanced tax deduction for donations that meet certain eligibility criteria. If the donated food does not meet the criteria, they can still claim a general tax deduction in the amount of the property's basis. In order to qualify for the enhanced tax deduction, donated food must meet the following criteria:

- The recipient must be a qualified 501(c)(3) not-for-profit as defined by the IRC;
  - The recipient must use the donated food in a manner consistent with the purpose constituting that organization's exempt status under IRC 501(c)(3), which means that the donated food must be used exclusively for charitable purposes;
  - The food must be used for the care of the ill, needy, or infants;
  - The food may not be transferred by the recipient organization in exchange for money, other property, or services; however, the recipient organization may charge another organization a nominal amount for "administrative, warehousing, or other similar costs."
  - The donating business must receive a written statement from the recipient organization. The statement must describe the contributed property and represent that the property will be used in compliance with the requirements outlined above; and
  - The donated property must satisfy the requirements of the Federal Food, Drug, and Cosmetic Act (FDCA) at the time of donation and for the preceding 180 days. For food that did not exist for 180 days prior to donation, this requirement is satisfied if the food was in compliance with the FDCA for the period of its existence and at donation, and any similar property held by the donor during the 180 days prior to donation was also held in compliance with the FDCA.
- ✓ **Pros:** Food recovery agencies could set their own fee for collection, other generators that are not required to comply with the mandate are not paying for the service.



- ✓ **Con:** The cost to develop infrastructure could be substantial for the limited number of generators that must comply with the regulation. Fees would only be collected by agencies that have the ability to collect food for donation. Funding will not be clearly made available for those responsible for distributing the food.
- ✓ **Franchise and Tipping fees:** Jurisdictions are explicitly allowed to charge fees (i.e. franchise fee, tipping fees, etc.) to cover the cost of complying with SB 1383. The City would be able to use funds generated through a per-ton or per-cubic yard of waste destined for the landfill, to pay for staff resources or provide financial support to recovery agencies. Recology is not providing food recovery services and may view a franchise fee as a pass-through revenue. However, this fee would only be allowed under Prop 218 for edible food recovery if the fee is beneficial to all and not just Tier 1 and Tier 2 generators. In 2020, the City asked CalRecycle if SB 1383 fees in rates for residents and commercial generators would qualify under Prop 218. CalRecycle's legal counsel said that the fees would be challenged under Prop 218 because the service is only for the Tier 1 and 2 generators. **Pros:** Cost is spread through the ratepayers, reducing the burden on any one group.
- ✓ **Con:** Prop 218 challenges. Tip fees are usually set by long-term contracts and could meet resistance, as well as a reduction in fees due to successful recycling and organics programs (e.g. less money from landfill disposal tip fees).
- **Solid waste rate revenue:** A small fee that is a component of published commercial franchise waste services rates for businesses could be used to fund edible food recovery. A case may be made that participation in food recovery and organics diversion may allow businesses to reduce their refuse collection service, thereby avoiding landfill disposal and methane gas generation, and receive a financial offset associated with a reduced cost for refuse collection. However, if the revenue from solid waste collection is drastically reduced and can no longer cover the cost-of-service, solid waste rates will need to increase, even though commercial businesses are participating in food recovery and organics diversion and therefore generating less refuse. It is also necessary to recognize the City funds solid waste programs through enterprise funds and does not use funding from the general fund. Therefore, funding edible food recovery through rate revenues may be challenged under Proposition 218, because not all commercial businesses generate edible food and therefore would not receive the benefits of a food recovery program. Further, should this funding be allocated exclusively to YFB, a challenge can be made that this agency is not a utility, is not providing benefit to all City customers, and is not providing service exclusively to City customers. It is recommended the City attorney review this approach in relation to Proposition 218 requirements.
  - ✓ **Pros:** Cost is spread through the ratepayers, reducing the burden on any one group.
  - ✓ **Con:** Prop 218 challenges.
- **Business License fees:** All commercial businesses are required to obtain a business license from the City. The City may apply a food generator fee to business license applications for businesses defined as edible food generators. This funding mechanism would not trigger Proposition 218. However, multiple City Departments would need to collaborate how fees would be determined, who would collect fees and how the money would be allocated to recovery agencies or other edible food recovery program activities. Businesses may view

this funding mechanism as a deterrent for establishing business locations in the City, unless this practice is employed countywide. It is recommended to coordinate efforts between County jurisdictions.

- ✓ **Pros:** Does not trigger Prop 218, ability to add a fee to an existing infrastructure.
- ✓ **Con:** Multiple City departments would need to collaborate to incorporate these fees, decisions on who would collect fees and how money will be used could create conflict.
- **Food Permit Application Fees:** Some jurisdictions in the state are exploring the possibility of implementing a food recovery fee for Tier 1 and Tier 2 generators into food service permit applications. The County Health Department issues food permit application fees and would oversee this process. Additionally, the County and Cities would need to agree upon a framework for collecting and allocating the funding equitably among cities. This funding mechanism would not conflict with Proposition 218.
  - ✓ **Pros:** Does not trigger Prop 218, ability to add a fee to an existing infrastructure.
  - ✓ **Con:** Decisions on collecting and allocating funding equity among all cities within the county may be difficult.

## 6.0 CONCLUSION AND POSSIBLE NEXT STEPS

Food recovery is a complex endeavor that requires consideration of existing program models and resources, before implementing programmatic changes. The food recovery requirements of SB 1383 present an opportunity for the City to increase diversion, but diversion may not be the primary focus of potential partners and other stakeholders. It is important to consider the impacts partnerships may have on the City achieving regulatory compliance as well as implementing a collaborative, holistic, sustainable, and successful food recovery program in the City that is cohesive with the countywide program.

Recommended next steps include:

- **Collaborate with County:** It is recommended the City discuss the Capacity Study disposal and recovery capacity estimates with the County. The City will need to determine the methodology for completing an estimation of the quantity of edible food disposed of by Tier 1 and Tier 2 generators located in the City. The County is currently using CalRecycle's Calculator Tool. However, the City will need to understand which method the County uses to form estimates (e.g. the 2018 Statewide Waste Characterization Study, a City-specific waste characterization study, or rationalizing another methodology for estimation of edible food disposal such as data from the Natural Resource Defense Council). The County and consultants have reviewed YFB funding request and alternate opportunities for capacity expansion through interviews with recovery agencies. Cross sharing this information will assist with determining a cohesive, countywide approach to funding an edible food recovery program. We recommend earmarking any edible food recovery funds to support general edible food recovery activities to comply with SB 1383. Additionally, we recommend continued collaboration with the County to develop and adopt a program guidance document that includes a data collection template, recordkeeping protocol and enforcement protocol.



- **Discuss Partnership with YFB with the County:** Additional research between the City and County is necessary to learn more about the needs of the YFB as it relates to SB 1383, while also prioritizing redistribution of edible food generated in Davis to residents within the City limits. Further, if the City and County do pursue funding the Food Bank, consider how the additional costs of funding YFB's program will be shared between jurisdictions, based on generators served in each service area. The City should seek assurance that YFB distributes funds, not just food, equitably among recovery agencies and across cities, or provides a rationale for serving specific communities with greater need. Transparency from the City, County and YFB are necessary to form an ideal partnership.
- **Survey generators:** A survey of generators will provide the City with data regarding which generators are donating to YFB, generators donating to other recovery agencies, and generators not currently participating in food recovery. The City may use the survey results to determine the extent current recovery practices comply with SB 1383 and what gaps exist. For generators not participating in recovery, the survey can identify the barriers preventing participation.

# APPENDIX A: EDIBLE FOOD RECOVERY CAPACITY STUDY JOINT LETTER



June 10, 2021

**RE: Edible Food Recovery Capacity Study for SB 1383 Compliance in Yolo County**

SB 1383, the Short-Lived Climate Pollutant Reduction Strategy Regulation, requires jurisdictions to make significant changes to divert organics from landfill disposal. A key part of the regulation is the requirement for specific types of businesses, defined as Tier 1 and Tier 2 edible food generators in the regulation, to participate in food recovery programs (i.e., food donation). Defined edible food generators are required to establish agreements with a recovery organization or service, donate their available edible food, and keep records of donations.

CalRecycle, the State agency responsible for implementing the regulation, defined these edible food generators based on their relative contribution to the statewide disposal of edible food. SB 1383 edible food generator definitions intentionally include both entities that are likely have existing food recovery programs and entities that do not currently participate in food recovery and have relatively significant quantities of food available for donation.

The edible food recovery sections of the regulation also require counties and jurisdictions to complete a "Capacity Study" by August 1, 2022. In this study, the County, in conjunction with jurisdictions, will estimate the quantity of edible food in the disposal stream and identify the aggregated food recovery capacity available to accept the edible food currently disposed in the region. The Capacity Study will identify if there is sufficient food recovery infrastructure within a region. If the study identifies a lack of recovery capacity, CalRecycle requires submission of an implementation plan 120 days after the capacity study is submitted (December 1, 2022). The implementation plan will outline how the region will secure recovery capacity.

Jurisdictions must establish local ordinances to require food recovery organizations and services to report specific data to the jurisdiction. They must also establish an inspection and enforcement protocol for edible food generators, recovery organizations, and recovery services.

The cities of Davis, West Sacramento, Winters, and Woodland and the County of Yolo have contracted with experienced consultants to help complete their Capacity Study, conduct surveys of food recovery agencies and identify Tier 1 generators, and prepare a 'gap analysis' of the required investment in

infrastructure is needed to ensure each jurisdiction is fully compliant with the regulation. There have been regular, collaborative meetings and communications between the jurisdictions and consultants for several months, as the group has worked toward the final report delivery.

Specifically, the following items have been completed, or will be completed in the next 10 business days:

- The Yolo Food Bank has been engaged in discussions on their current level of service to Tier 1 generators and estimated need for additional infrastructure.
  - An evaluation and analysis of Yolo Food Bank’s funding request is underway.
- Consultants have surveyed 57 other Food Recovery Agencies (out of 61 Food Recovery Agencies in the County<sup>1</sup>) to assess their current level of service to Tier 1 generators and estimated need for additional infrastructure.
  - Analysis of the surveys are being conducted to evaluate trends and gaps in infrastructure.
- All Tier 1 generators in the County who do not currently subscribe to service with the Food Bank have been, or are currently being, surveyed regarding participation and experience with food recovery and any barriers, or past challenges with food recovery.
  - In Yolo County, including each city, 23 individual Tier 1 generators currently do not subscribe to service with the Yolo Food Bank. Surveys will determine if they have available excess to food that can safely be donated and/or if they subscribe to food recovery through another non-profit agency.
- The disposal tons, and required recovery capacity, for all Tier 1 and Tier 2 generators have been estimated using the CalRecycle Model Tool, which is used to determine the “need” for infrastructure.
- Additionally, County Public Health has been engaged and has completed a site visit checklist to ensure the site inspection process has been integrated into their permit inspection program.

Next steps include:

- Determine the available and needed capacity for edible food recovery in the County based on what is required in the regulations and the guidance provided by CalRecycle to date.
- Determine the appropriate amount of funding needed on a Countywide basis to enable edible food generators to donate as required by law.
- Develop a mechanism to provide funding based upon need (potentially via a grant program or other means).
- Finalize the analysis from the funding request for the Yolo Food Bank.
- Finalize the analysis from the food recovery agency surveys.
- Finalize the analysis from the Tier 1 Generator surveys.
- Consolidate the information from all consultant work in each City into a singular Countywide report that will provide a summary of the results of the surveys, the capacity evaluation, an analysis of the Yolo Food Bank funding request, and recommendations on funding a program that will be compliant with SB 1383. This report will serve as a guidance document with tangible steps that the region can take to ensure compliance with the regulation.
  - A Draft report will be provided no later than August 2, 2021.
  - A Final Report will be completed no later than August 31, 2021.

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<sup>1</sup> Three Food Recovery Agencies did not respond. One chose not to participate.

Yolo County, and each jurisdiction within its boundaries, are making exceptional steps to ensure compliance with the SB 1383 regulation and have been in continual contact with CalRecycle on the specificities of the requirements. This investment in professional time and resources is a demonstration of that effort. Significant progress has been made to fully understand the current landscape of food recovery in the region, which is made up of a range of 61 non-profit providers in addition to the Yolo Food Bank. Funding for this program must be transparent, reasonable for the ratepayers, and result in tangible recovery of edible food. The County is committed to these results and is working in lockstep with numerous stakeholders involved in this process.

## APPENDIX B: CITY OF DAVIS FOOD RECOVERY AGENCIES

### Davis-Based Edible Food Recovery Agencies

Name + Location	Recipient of Food from YFB	Pantry or Closet	Distribution Center or Site	(Hot) Meals Served	Accepts Fruits and Vegetables	Accepts Canned + Dry Goods	Emergency + Short Term	Comments
Davis Community Church 412 C St, Davis, CA <a href="https://www.dccpres.org">Enough for All: Food Resources Amid COVID-19 – Davis Community Church (dccpres.org)</a>	*					*		Every Saturday
Davis Community Meals 111 H St, Davis, CA 95616 <a href="https://daviscommunitymeals.org">https://daviscommunitymeals.org</a> 530-756-4008	*			*				Meals served: Tuesday and Thursday evenings @ 5:45pm and Saturday @ 11:30 am. Meals are prepared and served at St. Martin's Episcopal Church, 640 Hawthorn Lane, Davis, CA 95616
Davis Night Market Central Park nightmarket@freedge.org <a href="https://freedge.org/davisnightmarket">freedge.org/davisnightmarket</a>			*		*	*		Central Park on all weeknights (Monday, Tuesday, Wednesday, Thursday, and Friday). Current hours are 9:00pm-11:00pm. Current donors include: Chick Peas Kitchen, Upper Crust Baking Company, The Davis Food Co-Op, Sophia's Thai Kitchen, Farmers Kitchen Car, Kobe Mini Mart, Village Bakery, Barista Brew and Panera Bread.
Davis Senior Center 646 A Street, Davis, CA 95616 <a href="#">Website</a> 800-621-3086.	*					*		"EFAP" Government Commodities Program. Third Wednesday of each month, 11:30 a.m. No charge. Yolo Food Bank/Grocery Surplus. Drop-in basis only. No charge.
Davis Senior Housing - Eleanor Roosevelt Circle 675 Cantrill Dr, Davis, CA, 95618	*							Affordable Senior Housing Community. Receives food from YFB to provide to residents.
Davisville Apartments 1221 Kennedy Pl, Davis, CA 95616	*		*			*		3 <sup>rd</sup> Wednesdays each month. Must meet low income requirements.
Empower Yolo 441 D St, Davis, CA 95616	*		*		*			2 <sup>nd</sup> + 4 <sup>th</sup> Wednesdays each month.
Food Not Bombs Central Park, 4th & C, at the tables near the big oak tree No phone number. <a href="mailto:davisfnb@gmail.com">davisfnb@gmail.com</a>				*				Serves free, vegetarian meals prepared from donations from Davis Food Co-op, Delta of Venus, Village Bakery, and others. Reopening on October 27 at 1pm. After that, they will be serving the second and fourth Sunday of each month.

\* This information was gathered from YFB and partner agency websites.

### Davis-Based Edible Food Recovery Agencies- Continued

Name + Location	Recipient of Food from YFB	Pantry or Closet	Distribution Center or Site	(Hot) Meals	Fruits and Vegetables	Canned + Dry Goods Only	Emergency + Short Term	Comments
Grace in Action Monday: United Methodist Church of Davis @ 1620 Anderson Rd. Wednesday: Pole Line Road Baptist Church @ 770 Pole Line Rd. <a href="mailto:graceinactiondavis@gmail.com">graceinactiondavis@gmail.com</a> <a href="https://grace-in-action.org/">https://grace-in-action.org/</a> Director's Phone: 530-792-1053			*					Mondays and Wednesdays from 12:00 p.m. to 1:00 p.m. and offer bagged to-go lunches.
Interfaith Rotating Winter Shelter of Davis (now HEART of Davis) Davis, CA 95616 <a href="https://interfaith-shelter.org/">https://interfaith-shelter.org/</a> <a href="https://www.facebook.com/heartofdavis/">https://www.facebook.com/heartofdavis/</a>	*							Program is for people who are experiencing homelessness. Receives food from YFB.
Pole Line Road Baptist Church 770 Pole Line Rd., Davis, CA 95618 530-753-4315	*	*						Canned goods, rice, meats, and staple food items – poor/ low income families.
Progress Ranch PO Box 1287, Davis, CA 95617 <a href="http://progressranch.com/index.html">http://progressranch.com/index.html</a> 530-753-2566	*							Residential treatment service for children. Receives food from YFB for residents.
Sacramento City College – Davis Ctr 1720 Jade St, Davis, CA <a href="http://www.scc.losrios.edu/daviscenter">www.scc.losrios.edu/daviscenter</a> 530-747-5200			*			*		Every Thursday. Unable to confirm if a recipient of YFB.
Short Term Emergency Aid Committee (STEAC) 642 Hawthorn Ln, Davis, CA 95616 (Episcopal Church of St. Martin) <a href="http://Steacfoodproject.org">Steacfoodproject.org</a> 530-758-8435	*	*					*	Every two months—on the second Saturday of every even month— Food Donors put their green bags of donations outside their front doors for collection. Donors can also drop off food Tuesdays from 11am to 1pm.
St. James Catholic Church 1275 B St., Davis, CA 95616 530-756-3636							*	
Tuesday Table Locations vary. Check Facebook for more information. <a href="https://m.facebook.com/pg/TuesdayTable/">https://m.facebook.com/pg/TuesdayTable/</a>							*	Open 8-11 am every Tuesday

\* This information was gathered from YFB and partner agency websites.

Davis-Based Edible Food Recovery Agencies- Continued

Name + Location	Recipient of Food from YFB	Pantry or Closet	Distribution Center or Site	(Hot) Meals	Fruits and Vegetables	Canned + Dry Goods Only	Emergency + Short Term	Comments
Turning Point Community Programs (TPCP) - Pine Tree Gardens East and Pine Tree Gardens West Davis, CA, 95616 <a href="https://www.tpcp.org/">https://www.tpcp.org/</a> 916-364-8395	*							Two residential treatment homes for adults with psychiatric disabilities. Receives food from YFB for residents.
University Covenant Church 315 Mace Blvd, Davis, CA	*		*					Every Tuesday Receives food from YFB. Food type unspecified.
Yolo Crisis Nursery 1107 Kennedy Place, Suite 5 Davis, CA 95616 <a href="https://yolocrisisnursery.org/">https://yolocrisisnursery.org/</a> <a href="mailto:info@yolocrisisnursery.org">info@yolocrisisnursery.org</a> 530-758-6680	*							Provides free, nurturing crisis and respite childcare for children, as well as wraparound services for parents and families. Receives food from YFB for families.

\* This information was gathered from YFB and partner agency websites.



## APPENDIX C: FOOD RECOVERY AGENCIES NOT LOCATED IN CITY OF DAVIS

### Other County Locations - Based Edible Food Resources

Name + Location	Pantry or Closet	Distribution Center or Site	(Hot) Meals Served	Accepts Fruits and Vegetables	Accepts Canned + Dry Goods Only	Emergency + Short Term	Comments
ADUCD The Pantry & Aggie Compass UC Davis <a href="https://thepantry.ucdavis.edu/">https://thepantry.ucdavis.edu/</a> <a href="https://aggiecompass.ucdavis.edu/">https://aggiecompass.ucdavis.edu/</a> <a href="mailto:https://thepantry@asu.cdavis.edu">https://thepantry@asu.cdavis.edu</a>	*			*			Open to all UC Davis students. Summer 2021 hours are Monday – Wednesday, 11:00am-1:00pm. Offer bread, produce, non-perishables, and other basic necessities.
Cal Aggie Christian Association UC Davis <a href="https://www.cahouse.org/nourish-food-pantry/">https://www.cahouse.org/nourish-food-pantry/</a> 530-753-2000	*		*	*			Run the Nourish Food Pantry, which is open to the Davis student community. Hours are Monday-Thursday, 9am-2pm. Offers a variety of healthy food options, including fresh produce and bulk pantry staples. Hosts free meals on Wednesdays at 6pm, although this may be on hold due to COVID-19.
Calvary Capel Zamora 9974 Main St. Zamora, CA 95698 530-867-2692		*					Primarily non-perishables
Campers Inn RV Park 2501 County Rd 99 Dunnigan, CA 95397		*		*			1 <sup>st</sup> and 3 <sup>rd</sup> Wednesday each month
Clarksburg Community Church 52910 Netherlands Ave Clarksburg, CA 95612		*		*			1 <sup>st</sup> and 3 <sup>rd</sup> Tuesdays each month
Clarksburg Firehouse 52902 Clarksburg Rd. Clarksburg, CA 95612		*			*		3 <sup>rd</sup> Tuesday each month. Must meet income requirements.
Countryside Community Church 26479 Grafton St. Esparto, CA 95627 530-787-4110	*				*		Every Saturday



Elks Lodge 500 Bush St Woodland, CA 95695		*		*			4 <sup>th</sup> Wednesday each month. Must meet income requirements
Empower Yolo 9586 Mill St. Knights Landing, CA 95645		*		*			Every Thursday
First Southern Baptist Church of West Sacramento 2124 Michigan Blvd. West Sacramento, CA 95691 916-371-2111	*					*	
Food Bank of Yolo County 600 Lincoln Ave. Woodland, CA 95695		*	*	*	*		Main location
Guinda Grange Hall 16787 Forest Ave Guinda, CA 95637		*		*	*		Fruits / Vegetables: 2 <sup>nd</sup> and 4 <sup>th</sup> Mondays each month. Canned/Dry: 4 <sup>th</sup> Mondays each month.
Home Church 108 West Woodland Ave Woodland, CA		*					Every Monday Food type not specified
Homeward Bound Outreach 44 ½ Jefferson St. Woodland, CA 95695 530-448-0556		*					Food type not specified
Kentucky Ave Church of Christ 470 Kentucky Ave Woodland, CA		*			*		3 <sup>rd</sup> Saturday each month. Must meet income requirements.
Knights Landing Community Center 42114 7 <sup>th</sup> St. Knights Landing, CA 95645		*			*		3 <sup>rd</sup> Friday each month. Must meet income requirements
Madison Community Committee Food Closet 28963 Main St. Madison, CA 95653 530-668-0955 (English) 530-908-0504 (Spanish)	*		*	*			+ dairy, meat 2 <sup>nd</sup> and 4 <sup>th</sup> Mondays each month

Manna House 6 <sup>th</sup> & Mill St. Knights Landing, CA 95645		*					Food type not specified
RISE, Inc 17313 Fremont St. Esparto, CA 95627 530-787-4110 <a href="https://www.riseinc.org/">https://www.riseinc.org/</a>	*	*		*	*		Canned/dry goods: 4 <sup>th</sup> Monday each month, 11:00am. Produce distribution: 1 <sup>st</sup> and 3 <sup>rd</sup> Thursday each month, from 10:30-11:30am.
Summertree Apartments 601 Community Ln Woodland, CA 95695		*			*		4 <sup>th</sup> Wednesday each month. Must meet income requirements.
Sutter Health Park 400 Ballpark Dr. West Sacramento		*		*	*		Every Wednesday
Trinity Presbyterian Church 1500 Park Blvd. West Sacramento, CA 95691 916-371-5875 <a href="http://www.trinitywestsac.org">www.trinitywestsac.org</a>		*					3 <sup>rd</sup> Thursdays each month.
West Sacramento City Hall 1110 West Capitol Ave. West Sacramento, CA		*		*	*		
West Sacramento County Building 500 Jefferson Blvd. West Sacramento, CA 95605		*			*		3 <sup>rd</sup> Tuesday each month. Must meet income requirements.
West Sacramento Yolo Housing 685 Lighthouse Drive West Sacramento, CA 95605		*			*		3 <sup>rd</sup> Tuesday each month. Must meet income requirements.
Winters Family Resources 201 First St. Winters, CA 95694 530-794-6000			*		*		
Winters High School 101 Grant Ave Winters, CA		*		*	*		Every Wednesday
Woodland Community College 2300 E. Gibson Rd., Woodland, CA 95776		*		*	*		1 <sup>st</sup> and 4 <sup>th</sup> Tuesdays and 3 <sup>rd</sup> Wednesday each month

Woodland Community Food Closet 2300 E. Gibson Rd., Woodland, CA 95776 530-668-2577	*				*	Monday – Friday.
Woodland Hispanic Foursquare Church 23 Grand Ave. Woodland, CA 95695 530-662-5524		*				3 <sup>rd</sup> Saturdays each month. Food type not specified.
Woodland Volunteer Food Closet 509 College St. Woodland, CA 95695 502-908-5848	*				*	One-time emergency only food and hot meals (3 days). Not open to public.
YCCA West Sacramento Family Resource Center 1200 Anna St., West Sacramento		*		*		Every Friday
Yolo County Fairgrounds 1250 Gum Ave., Woodland		*		*		+ dairy Every Tuesday and Friday
Yolo County Housing Authority 62 Shams Way, Woodland		*			*	3 <sup>rd</sup> Thursday each month
Yolo County Housing - Woodland 1230 Lemon Ave., Woodland		*				+ USDA goods 2 <sup>nd</sup> Wednesday each month. Must meet income requirements.
Yolo Library 37750 Sacramento St. Yolo, CA 95697		*		*	*	Fruit and Vegetables: 1 <sup>st</sup> and 3 <sup>rd</sup> Thursday each month. Canned and dry goods: 3 <sup>rd</sup> Friday each month.

## **APPENDIX D: FOOD DISTRIBUTED BY YFB TO COMMUNITY PARTNERS**

FOOD DISTRIBUTED BY YOLO FOOD BANK TO COMMUNITY PARTNERS (January 1 - December 23, 2020)								
Community Partners Receiving Food From Yf	Location	Quantity of Food Received by Community Partners (lbs)	Logistics Fee Paid By Partners to YFB	YFB's Operating Cost (\$0.49/lb)	Wholesale Value of Food Received (\$1.62/lb.)	Retail Value of Food Received (\$2.00/lb.)	Value of Subsidy Provided by YFB to Partners	
ASUCD The Pantry & Aggie Compass	Davis	123,545	\$ 21,933	\$ 60,537	\$ 200,143	\$ 247,090	\$ 225,157	
Countryside Community Church	Esparto	122,414	\$ 7,870	\$ 59,983	\$ 198,311	\$ 244,828	\$ 236,958	
Fourth and Hope	Woodland	104,249	\$ 2,744	\$ 51,082	\$ 168,883	\$ 208,498	\$ 205,754	
Cache Creek Lodge	Woodland	78,153	\$ 12,872	\$ 38,295	\$ 126,608	\$ 156,306	\$ 143,434	
HOME Church	Woodland	69,841	\$ 1,667	\$ 34,222	\$ 113,142	\$ 139,682	\$ 138,015	
Davis Community Meals and Housing	Davis	53,118	\$ 113	\$ 26,028	\$ 86,051	\$ 106,236	\$ 106,123	
Holy Rosary Food Pantry	Woodland	48,792	\$ 5,610	\$ 23,908	\$ 79,043	\$ 97,584	\$ 91,974	
Food 4 U Foundation	Woodland	45,539	\$ 5,546	\$ 22,314	\$ 73,773	\$ 91,078	\$ 85,532	
Woodland Christian Center	Woodland	41,989	\$ 6,420	\$ 20,575	\$ 68,022	\$ 83,978	\$ 77,558	
Homeward Bound Outreach, Inc.	Woodland	36,506	\$ 781	\$ 17,888	\$ 59,140	\$ 73,012	\$ 72,231	
Holy Cross Food Locker	West Sacramento	35,139	\$ 402	\$ 17,218	\$ 56,925	\$ 70,278	\$ 69,876	
Calvary Chapel of Zamora	Zamora	34,389	\$ 5,767	\$ 16,851	\$ 55,710	\$ 68,778	\$ 63,011	
Trinity Presbyterian Church	West Sacramento	30,155	\$ 5,255	\$ 14,776	\$ 48,851	\$ 60,310	\$ 55,055	
Yolo County Children's Alliance	West Sacramento	28,670	\$ 27	\$ 14,048	\$ 46,445	\$ 57,340	\$ 57,313	
Mercy Housing	Esparto	28,365	\$ 4,924	\$ 13,899	\$ 45,951	\$ 56,730	\$ 51,806	
Yolo Community Care Continuum	Woodland	23,053	\$ 3,933	\$ 11,296	\$ 37,346	\$ 46,106	\$ 42,173	
Church on the Rock	Woodland	22,027	\$ 2,458	\$ 10,793	\$ 35,684	\$ 44,054	\$ 41,596	
Esparto Education Programs	Esparto	21,984	\$ 3,634	\$ 10,772	\$ 35,614	\$ 43,968	\$ 40,334	
Woodland Volunteer Food Closet	Woodland	21,759	\$ 3,949	\$ 10,662	\$ 35,250	\$ 43,518	\$ 39,569	
Short Term Emergency Aid Committee	Davis	21,659	\$ 1,711	\$ 10,613	\$ 35,088	\$ 43,318	\$ 41,607	
Celebration Center Church	Woodland	20,518	\$ 256	\$ 10,054	\$ 33,239	\$ 41,036	\$ 40,780	
Meals on Wheels, Yolo County	Woodland	17,780	\$ 3,250	\$ 8,712	\$ 28,804	\$ 35,560	\$ 32,310	
New Discovery Christian Center	West Sacramento	17,298	\$ 2,586	\$ 8,476	\$ 28,023	\$ 34,596	\$ 32,010	
West Sacramento SDA Church	West Sacramento	16,701	\$ 2,582	\$ 8,183	\$ 27,056	\$ 33,402	\$ 30,820	
Renuevo Food Closet	Woodland	16,187	\$ 894	\$ 7,932	\$ 26,223	\$ 32,374	\$ 31,480	
Progress Ranch	Davis	15,013	\$ 2,595	\$ 7,356	\$ 24,321	\$ 30,026	\$ 27,431	
Interfaith Rotating Winter Shelter of Davis	Davis	14,287	\$ 2,191	\$ 7,001	\$ 23,145	\$ 28,574	\$ 26,383	
Salvation Army	Woodland	13,776	\$ 1,273	\$ 6,750	\$ 22,317	\$ 27,552	\$ 26,279	
Turning Point Community Program	Woodland	13,406	\$ 2,428	\$ 6,569	\$ 21,718	\$ 26,812	\$ 24,384	
Calvary Chapel of Woodland	Woodland	11,351	\$ 1,854	\$ 5,562	\$ 18,389	\$ 22,702	\$ 20,848	
TPCP - Pine Tree Gardens West	Davis	10,563	\$ 1,952	\$ 5,176	\$ 17,112	\$ 21,126	\$ 19,174	
CommuniCare	West Sacramento	10,274	\$ 1,846	\$ 5,034	\$ 16,644	\$ 20,548	\$ 18,702	
Kentucky Avenue Church of Christ	Woodland	8,838	\$ 742	\$ 4,331	\$ 14,318	\$ 17,676	\$ 16,934	
Manna House Food Pantry	Knights Landing	8,593	\$ 1,459	\$ 4,211	\$ 13,921	\$ 17,186	\$ 15,727	
Hope's Anchor, Inc.	Woodland	7,875	\$ 1,387	\$ 3,859	\$ 12,758	\$ 15,750	\$ 14,363	
Kare4All Inc.	West Sacramento	6,809	\$ 1,083	\$ 3,336	\$ 11,031	\$ 13,618	\$ 12,535	
Sacramento City College - West Sacramento Cen	West Sacramento	6,236	\$ 1,082	\$ 3,056	\$ 10,102	\$ 12,472	\$ 11,390	
Empower Yolo	Woodland	6,229	\$ 520	\$ 3,052	\$ 10,091	\$ 12,458	\$ 11,938	
Woodland Senior Center, Inc.	Woodland	5,614	\$ 751	\$ 2,751	\$ 9,095	\$ 11,228	\$ 10,477	
United Methodist Church	Woodland	5,533	\$ 718	\$ 2,711	\$ 8,963	\$ 11,066	\$ 10,348	
Our Lady of Grace	West Sacramento	5,485	\$ 941	\$ 2,688	\$ 8,886	\$ 10,970	\$ 10,029	
Mercy Coalition of West Sacramento	West Sacramento	4,543	\$ 541	\$ 2,226	\$ 7,360	\$ 9,086	\$ 8,545	
Davis Senior Housing - Eleanor Roosevelt Circle	Davis	4,041	\$ 106	\$ 1,980	\$ 6,546	\$ 8,082	\$ 7,976	
West Sacramento Baptist Church	West Sacramento	3,669	\$ 545	\$ 1,798	\$ 5,944	\$ 7,338	\$ 6,793	
Yolo County African-American Association	Woodland	3,604	\$ 571	\$ 1,766	\$ 5,838	\$ 7,208	\$ 6,637	
Madison Community Committee Food Closet	Madison	3,526	\$ 543	\$ 1,728	\$ 5,712	\$ 7,052	\$ 6,509	
Pole Line Road Baptist Church	Davis	3,469	\$ 499	\$ 1,700	\$ 5,620	\$ 6,938	\$ 6,439	
Shores of Hope	West Sacramento	3,403	\$ 629	\$ 1,667	\$ 5,513	\$ 6,806	\$ 6,177	
Spero (formerly Pregnancy Support Group)	Woodland	3,036	\$ 542	\$ 1,488	\$ 4,918	\$ 6,072	\$ 5,530	
Woodland Community College Foundation	Woodland	2,846	\$ 541	\$ 1,395	\$ 4,611	\$ 5,692	\$ 5,151	
Yolo Adult Day Health Center	Woodland	2,648	\$ 482	\$ 1,298	\$ 4,290	\$ 5,296	\$ 4,814	
Community Housing Opportunities Corp.	Woodland	2,596	\$ 389	\$ 1,272	\$ 4,206	\$ 5,192	\$ 4,803	
Woodland Family Worship Center	Woodland	2,354	\$ 428	\$ 1,153	\$ 3,813	\$ 4,708	\$ 4,280	
RISE, Inc.	Esparto	1,568	\$ -	\$ 768	\$ 2,540	\$ 3,136	\$ 3,136	
River's Edge Church, West Sacramento	West Sacramento	1,561	\$ -	\$ 765	\$ 2,529	\$ 3,122	\$ 3,122	
Rainbow Housing Assistance Corporation	Woodland	1,543	\$ 239	\$ 756	\$ 2,500	\$ 3,086	\$ 2,847	
Woodland Foursquare Church	Woodland	1,516	\$ 281	\$ 743	\$ 2,456	\$ 3,032	\$ 2,751	
Cal Aggie Christian Association	Davis	1,167	\$ 204	\$ 572	\$ 1,891	\$ 2,334	\$ 2,130	
Yolo Crisis Nursery	Davis	1,161	\$ 212	\$ 569	\$ 1,881	\$ 2,322	\$ 2,110	
TPCP - Pine Tree Gardens East	Davis	877	\$ 167	\$ 430	\$ 1,421	\$ 1,754	\$ 1,587	
Collings Teen Center	West Sacramento	451	\$ 80	\$ 221	\$ 731	\$ 902	\$ 822	
Lighthouse Covenant Church	West Sacramento	327	\$ 62	\$ 160	\$ 530	\$ 654	\$ 592	
All Leaders Must Serve	Woodland	200	\$ 37	\$ 98	\$ 324	\$ 400	\$ 363	
<b>TOTALS</b>		<b>1,156,273</b>	<b>\$ 115,169</b>	<b>\$ 566,574</b>	<b>\$ 1,873,162</b>	<b>\$ 2,312,546</b>	<b>\$ 2,197,377</b>	<b>←Annual Subsidy</b>

## APPENDIX E: BEST PRACTICES MATRIX

Requirement	Best Practice	Stakeholder		Weight	Point Scale	Example: CPU			
		Jurisdiction, Regional Agency or Designee				Total Point	Total Overall	Points	Total
1. Identify and educate commercial generators	<b>Identify Tier 1 and Tier 2 generators</b>	1. Are you able to participate in the development of an initial list of Tier 1 and Tier 2 generators using food service permit data?		2	1 pt	1	2	1	2
		2. Are you able to cross-reference data obtained from recovery agencies?			1 pt	1	2	1	2
		3. Are you able to participate in continuously refining the list as additional generators are identified?			1 pt	1	2	1	2
		4. Are you able to survey generators to confirm applicability?			1 pt	1	2	0	0
		5. Are you able to use site visits from other staffing pools to verify generator thresholds (e.g. recycling coordinators, environmental health, fire department, etc.)?			1 pt	1	2	1	2
	<b>Identify the required and desired behaviors</b>	1. Will you provide education and outreach to generators?		2	1 pt	1	2	1	2
		2. Will you monitor compliance/ conduct inspections?			1 pt	1	2	1	2
		3. Will you assist with expanding recovery capacity?			1 pt	1	2	0	0
		4. Will you keep records?			1 pt	1	2	1	2
		5. Will you provide reports to the City?			1 pt	1	2	1	2
	<b>Identify barriers to participation</b>	1. Are there any barriers that prevent you from expanding recovery capacity? <u>Common Examples Include:</u> A. Cost B. Staff time (planning, outreach, monitoring, recordkeeping, reporting)		1	1 point for sharing a response	1	1	1	1
	<b>Identify benefits to participation</b>	1. What benefits will your partnership provide? <u>Common Examples Include:</u> A. Feed hungry people B. Create new green collar jobs C. Strengthen relationships between food donors and food recovery organizations D. Help create sustainable funding for food recovery organizations E. Build more resilient communities F. Meet regulatory requirements		1	1 point for sharing a response Extra points for "yes" responses to (a)-(f)	1	1	1	1
	<b>Develop messages and identify</b>	1. What are the avenues you use for providing outreach to the businesses?		2	1 pt	1	2	1	2
		2. Are you able to assist with any of the following public outreach activities? a) Distribute a brochure during site inspections b) Answer questions from businesses about food safety c) Add food recovery questions to your inspection checklist d) Add food recovery questions to your food service permit application e) Provide site-visits to help businesses upon request			1 pt Extra points for "yes" responses to (a)-(e)	1	2	5	10
	2. Increase commercial generator access to food recovery organizations and services	<b>Expand list of food recovery organizations and services</b>	1. Are you able to share knowledge of food recovery agencies?		2	1 pt	1	2	1
2. What employees or partners are available to assist with this endeavor?			1 pt	1		2	1	2	
3. What communication channels may be available through your network to crowdsource this information?			1 pt	1		2	1	2	
<b>Develop program strategies to reduce barriers and increase benefits</b>		1. Are you able to match donors to the best-suited recovery agency?		2	1 pt	1	2	1	2
		2. Are you able to provide additional services to donors?			1 pt	1	2	1	2
		3. Are you able to provide additional services to recipients?			1 pt	1	2	1	2
<b>Strengthen relationships between edible food generators and recovery agencies</b>		1. Are you able to provide consistent education and engagement with generators?		1	1 pt	1	1	1	1
		2. Are you able to build an ongoing and collaborative relationship with recovery agencies?			1 pt	1	1	1	1
		3. Are you able to identify the food recovery organization and service models; and types and quantities food accepted?			1 pt	1	1	0	0
		4. Are you able to ask recovery agencies about the types and quantities of food they accept?			1 pt	1	1	0	0
		5. Are you able to ask about minimum quantity requirements for collection service?			1 pt	1	1	0	0
		6. Are you able to ask about their process for establishing a partnership with a new donor?			1 pt	1	1	0	0
		7. Are you able to provide tips for donors to form relationships with more than one recovery agency?			1 pt	1	1	0	0
		8. Are you able to publically promote success stories?			1 pt	1	1	0	0
	9. Are you able to recommend city staff or hauler staff to assess for reduced waste collection service (if applicable)?		1 pt		1	1	0	0	

Requirement	Best Practice	Stakeholder		Weight	Point Scale	Total		Example: CPU	
		Jurisdiction, Regional Agency or Designee				Point	Overall	Points	Total
3. Monitor commercial edible food generator compliance	<b>Conduct inspections of applicable generators</b>	1. Are you able to verify these things during inspections or site visits with specific businesses? a) Business has an agreement with a food donation agency b) Business is keeping records of donations	2	1 pt	1	2	1	2	
		<b>Manage data and records</b>							
		1. Where will inspection records be stored?		1 pt	1	2	1	2	
		2. Will records be digital or physical?		1 pt	1	2	1	2	
		3. Who will provide copies of records annually?		1 pt	1	2	1	2	
		4. How can we best capture the following data the State will require in annual reports? a) Number of commercial edible food generators located in the City. b) Number of food recovery services and organizations operating within the City that have written agreements with edible food generators. c) Total amount of edible food recovered per month by edible food recovery agencies within the jurisdiction. d) Number of inspections conducted for edible food generators and food recovery agencies. e) Number of complaints received, investigated, and violations found per calendar year. f) Copies of education and outreach material provided, dates it was distributed and to whom.	2	1 pt	1	2	1	2	
4. Increase recovery capacity	<b>Feed hungry people</b>	1. Will your partnership increase the recovery of edible food?	2	1 pt	1	2	1	2	
		2. Will your partnership provide access to food for community members experiencing food insecurity?		1 pt	1	2	1	2	
	<b>Help create sustainable funding for food recovery agencies</b>	1. Will your partnership reduce the burden on City resources (e.g. funding and labor)?	2	1 pt	1	2	1	2	
		2. Will your partnership provide funding to facilitate expansion of recovery capacity?		1 pt	1	2	0	0	
		3. Will your partnership provide ongoing funding to sustain recovery programs?		1 pt	1	2	0	0	
	<b>Create new green collar jobs</b>	1. Will your partnership empower volunteers and employees of food recovery agencies?	1	1 pt	1	1	0	0	
	<b>Build more resilient communities</b>	1. Will your partnership provide support for programs and community members that receive recovered food?	1	1 pt	1	1	1	1	
2. Will partnership with you create new and/or expanded infrastructure for food recovery within the City?			1 pt	1	1	0	0		
<b>TOTAL Points</b>				23	42	70	61		
<b>TOTAL POINTS WITH WEIGHTS</b>						<b>70</b>			
<b>Points Needed to be Considered an Ideal Partner</b>						<b>56</b>			

## APPENDIX F: COMPARISON OF DATA TRACKING TECHNOLOGY FEATURES

Features	ChowMatch	Copia	Feeding America	Food Rescue Hero	Food Rescue US	Link2Feed	MEANS	Recyclist	RePlate	Waste No Food
<i>Connects surplus food to multiple recovery agencies</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	U/D
<i>Tracks types and quantities of food recovered</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	U/D
<i>Tracks public health benefit of food distribution</i>	No	Yes	No	Yes	No	Yes	No	No	No	U/D
<i>Provides volunteer driver platform</i>	Yes	No	No	Yes	Yes	Yes	No	No	No	U/D
<i>Fee for jurisdiction</i>	Yes	Yes	N/A	U/D	Yes	Yes	Yes	Yes	Yes	U/D
<i>Fee for edible food generators</i>	No	Yes	No	U/D	Yes	Yes	No	No	Yes	U/D
<i>Integrates data from other food recovery software</i>	Yes	No	No	U/D	U/D	No	No	Yes	No	U/D
<i>Provides automated reports</i>	Yes	Yes	Yes	U/D	U/D	Yes	Yes	Yes	Yes	U/D

N/A: Not applicable  
 U/D: Unable to determine

Eight of the software applications coordinate food recovery by matching edible food generators to recovery agencies. Recyclist does not provide recovery matching services. A total of nine software applications track the types and quantity of edible food recovered. Copia, Food Rescue Hero and Link2Feed track the public health benefits of edible food recovered through their software. Four software applications (i.e. ChowMatch, Food Rescue Hero, Food Rescue US and Link2Feed) manage volunteers to transport edible food from generators to recipients. Seven of the software applications require a fee for service from the partner jurisdiction or lead food recovery agency. Feeding America’s MealConnect software is a no cost service, but is not available for jurisdictional use. ChowMatch, MealConnect, MEANS and Recyclist provide service at no cost to edible food generators. ChowMatch and Recyclist do not require all food recovery requests to be made through their software; these applications offer the capability to aggregate data from other food recovery software or Microsoft Excel spreadsheets. Seven applications provide automated reports accessible to the County to use for the implementation record and annual reports required by Senate Bill 1383.



## APPENDIX G: ADDITIONAL RESOURCES

### CalRecycle:

- [Guidance for Jurisdictions: How to Identify Commercial Edible Food Generators](#)
- [Surplus Food Donation Toolkit](#)
- [Model Food Recovery Agreement](#)

### CRRA Edible Food Recovery Technical Council:

- [Working Draft Database for Food Recovery Apps](#)

### Center for Climate Change and Health:

- [Safe Surplus Food Donation](#)

### Grant Funding Opportunities:

- [CalRecycle Food Waste Prevention Grant](#)
- [CalRecycle Organics Grant](#)
- [California Air Resources Board \(CARB\) Grants](#)

### National Resource Defense Council:

- [National Resource Defense Council Food Donation Template Brochure](#)

### Harvard Food Law and Policy Clinic:

- [Federal Tax Deduction Legal Guide](#)
- [Keeping Food Out of Landfill](#)



## Attachment F

# Recovery Rates, Pricing Adjustments and Every-Other-Week Program Options

(Adobe PDF)

August 26, 2021  
File No. 01221029.00

## MEMORANDUM

TO: Jennifer Gilbert and Adrienne Heinig, City of Davis  
FROM: Michelle Leonard and Tracie Bills, SCS Engineers  
Erin Merrill and Rachel Oster, Diversion Strategies  
SUBJECT: **Task 1G:** City of Davis Recovery Rates, Pricing Adjustments and Every-Other-Week Program Options Report

## 1 INTRODUCTION

Utilizing the analysis of the City of Davis' (City) existing programs, the SCS team evaluated the potential of recovery rate requirements, disposal pricing adjustments, and every-other-week collection for the City. This report provides an assessment (including cost and tonnage reduction/diversion) and recommendations for program implementation, and includes the examination of all practical appropriate technologies in existence as well as any promising emergent technologies.

This high-level assessment evaluates three potential programs:

1. Recovery rate requirements for MRF/processing facilities,
2. Disposal pricing adjustments for loads containing organics, and
3. Every other week MSW collection.

Each program review provides a regulatory baseline, discusses how the program may affect the City of Davis, and provides recommendations and technology suggestions for investigation and/or program implementation.

## 2 PROGRAM OVERVIEW

### PROGRAM 1: RECOVERY RATE REQUIREMENTS FOR MRF/PROCESSING FACILITIES

#### Definition

For purposes of this evaluation, recovery rate requirements are defined as specifications and terms implemented via agreement, contract, and/or permit conditions with the Material Recovery Facilities (MRF)/processing facilities, which require a certain recovery rate applied to a specified processed waste stream, with penalties for non-compliance or non-achievement. For example, a processing agreement for MRF operations could include a requirement that an organics stream would be processed at the facility to have less than 20 percent contamination, with specified parameters on how to determine compliance with the recovery rate as well as penalties for non-compliance or violation of the recovery rate requirement.



## Current Status in City

In the City, collected materials are taken to different facilities based on the specific stream collected. For purposes of this evaluation, the relevant processing facilities for the City include: Recology Second Street Facility (2727 2<sup>nd</sup> St, Davis, CA); and the Yolo County Central Landfill (“YCCL”) anaerobic digester (AD)/compost facility and Construction Demolition Inert (CDI) processing operation (44090 County Road 28H, Woodland, CA). This evaluation assumes no change to Davis’ collection program and no plans to develop a MRF or processing facility for waste streams besides what is being processed through the Second Street Facility.

The following highlights the current solid waste collection program for both residential and commercial customers.

- **Municipal solid waste** is collected and delivered directly to the Yolo County Central Landfill for disposal. This material is not processed or separated prior to disposal.
- **Recyclables** are source separated and placed into a designated split or regular cart, and collected curbside using a dedicated automated truck or split body collection truck. Recyclables are delivered to the Recology Second Street Facility, where it is hand sorted then consolidated and transferred off-site.
- **Organics** (including yard material and food scraps) are placed into designated containers and/or loose yard material piles and collected curbside using a dedicated collection vehicle. The materials are delivered to the YCCL, where they are unloaded at the composting/anaerobic digester area, or green material area, for processing.
- **Construction and Demolition (C&D)** debris is placed in designated debris containers, and collected using roll off trucks. The materials are transported directly to the YCCL for processing through its CDI processing operation onsite.

## Regulatory Framework

Several mechanisms exist that can establish recovery rate requirements. These include permits/entitlements to operate, regulations and contracts.

### 1. Permits/Entitlements to Operate

Facility operational permits can establish recovery rate requirements. An example of this is the Construction Demolition and Inert Debris (CDI) processing operation at the YCCL. A CDI processing operation processes construction and demolition materials for separation and recycling. The Yolo County Central Landfill’s Joint Technical Document, as part of its Solid Waste Facility Permit entitlement to operate, indicates that the CDI processing operation at the facility has to guarantee a diversion rate of over 50 percent, and is subject to penalties for a diversion rate less than 50 percent for that operation.

## 2. SB 1383 Framework

For source separated collection programs such as the City's, the expected locations for recovery rate requirements would be the receiving facilities of the waste streams. The two receiving facilities relevant to the City are the YCCL and Recology's Second Street facility.

Organic wastes that are sent directly to YCCL's AD/Composting operation are subject to the CalRecycle regulations that address operations, permitting, and now following the implementation of SB 1383, the percentage of organic content in the residual material stream going to disposal following processing. Section 17409.5.8, Incompatible Materials Limit in Recovered Organic Waste, subsections (c)(2) and (c)(3) establishes that the percentage of organic waste in materials sent to disposal from a compostable material handling facility or an in vessel anaerobic digestion facility be:

- (1) On and after January 1, 2022 with no more than 20 percent by weight.
- (2) On and after January 1, 2024 with no more than 10 percent by weight.

With this strict limitation of the percentage of organics in the residual post-processing disposal stream, the regulations themselves implement a recovery rate for the amount of organics going to disposal following processing.

The City's source separated recyclables stream goes to a processing facility after the material is collected for consolidation and sorting. This occurs at Recology's Second Street facility, which operates as a "Recycling Center" as defined under Public Resource Code and is not subject to CalRecycle Transfer Processing regulations. However, if the Recology Facility no longer met the criteria for a "Recycling Facility" or "Three Part Test"<sup>1</sup>, they could be required to permit the facility as a transfer/processing facility and would be subject to the regulations for Transfer/Processing permits and operations.

Changes in the regulations due to implementation of SB 1383 does have an effect for the Recology Facility. Section 18982(a) (46) of the regulations defines the organic stream, which includes paper and allows paper in both the source separated recyclables bin or the source separated organics bin. At Recycling Facilities, paper is not considered incompatible if the paper is recovered as a recyclable commodity. However, if paper is sent from the Recology Facility to an organics processing facility or to disposal, that fraction of the paper stream would count towards the calculation of the 10% residual limit set forth in the Three Part Test.

If the City were to send materials to a transfer/processing facility, that transfer processing facility would be subject to the CalRecycle regulations, which also include a similar provision limiting the percentage of organics wastes in the material going to disposal to 20% by 2022 and 10% by 2024 (Section 17409.5.8. (a)).

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<sup>1</sup> Per CalRecycle guidance, to qualify as a Recycling Center, the facility must accept source separated recyclables, the stream must contain less than 10 percent residuals, and the stream must contain less than 1 percent putrescible contamination. Further information on the Three Part Test can be found at: <https://www.calrecycle.ca.gov/lea/advisories/58> and Section 17402.5 (d) of the regulations.

### 3. Contract

The SCS team confirmed both the City's contract with Recology and Yolo County Central Landfill include provisions to ensure performance complies with all applicable laws. The City's 2015 Waste Hauler Agreement with Davis Waste Removal (since acquired by Recology) also includes provisions that DWR achieve a 75 percent diversion rate by 2020 to extend their contract an additional 5 years. This condition can be expanded to include recovery rate requirements for transfer/processing of organics in accordance with SB 1383 requirements.

## Benefits

The potential benefits for implementing recovery rate requirements for the City include the following:

- Increased diversion rates attributable to the City
- Minimization of potential fines and penalties for non-compliance with SB 1383
- Reduced staff time and resources associated with the response to SB 1383 compliance plans and orders
- Fees received for violations of recovery rate requirements
- Build a data set that will aid in achieving the SB 1383 Performance Based Source Separated Standard

## Costs

The potential costs to the City to implement recovery rate requirements:

- Legal and staff time associated with negotiation and contract amendments with Recology and/or Yolo County, or future processing facilities and processors.
- Staffing and/or staff time associated with enforcement of recovery rate requirements in accordance with contracts.

## Information Gaps

The information gaps to determine the value of implementing recovery rate requirements include:

- What is the recoverable portion of the designated waste streams?
  - What is the recoverable portion at the source (i.e., customer containers) and what is being recovered at the processing facilities?
- Does the City seek to implement recovery rate requirements in line with regulatory requirements for diversion, or seek diversion rates in excess of SB 1383?
  - If the goal is to seek diversion rates in excess of SB 1383, would the collection and processing structure for the City be better suited to incentivizing recovery targets rather than or in addition to requiring certain recovery rates?
- Can the recoverable portion achieve higher diversion by targeting the source or generator, through audits, monitoring and education/outreach, rather than post-collection?

## Recommendations

Our recommendations are as follows:

1. Perform a robust waste characterization study on all four source separated waste streams collected in the City (MSW, recyclables, organics and C&D) to determine volume and types of the recoverable and residual portions of each waste stream specific to the City, and contamination sources.
2. Utilizing information gained in the waste characterization study, evaluate
  - a. The costs and benefits related to the quantity and quality of the recoverable portion of each waste stream that was studied,
  - b. Implementing a recovery rate requirement in those waste streams in excess of regulatory requirements, and
  - c. Compare to other methods for increased diversion (such as education campaigns, increased waste audits, diversion rate incentives, and increased contamination monitoring).

## Alternative Technologies

Alternate technologies that can aid in the investigation of this option include:

- Use of in-container camera technologies to identify contamination and aid in customer behavior change.
- Use of an artificial intelligence based waste characterization modeling for identification, quantification and detailed characterizations for each waste stream and generator type (commercial, residential).

## **PROGRAM 2: DISPOSAL-PRICING ADJUSTMENTS FOR MSW LOADS CONTAINING ORGANICS**

Another program with potential diversion rate and financial incentives evaluated as part of this report is disposal-pricing adjustments for loads containing organics.

### Definition

Disposal-pricing adjustments are defined as higher pricing, or tiered pricing, for disposal, of Municipal Solid Waste (MSW) loads in excess of acceptable organics limits in the disposal stream. The pricing adjustment can be levied on the hauler, and the hauler's franchise agreement could be amended to allow Recology to recoup these excess costs by passing them along to the customer to provide a financial incentive for compliance.

### Current Status in City



Currently, collection rates and tip fees for the City vary by waste stream, but not by contamination or organics content.

The City utilizes a source separated three-container collection system, with designated containers for MSW, recyclables, and organics. The City's contracted hauler, Recology, collects these containers and takes the MSW and organics to YCCL and recyclables to their facility on Second Street.

The City's contracts with Recology and Yolo County both pre-date the SB 1383 regulations, but include provisions that the parties to the agreement will remain in compliance with all applicable local, state, and federal laws. This could be interpreted to incorporate the SB 1383 regulations despite the contracts predating the regulation. At a minimum, MSW collection services in the City will have to comply with the specifications for MSW as provided in the regulation.

## SB 1383 Regulatory Framework

SB 1383 results in a significant change regarding where the MSW container is regulated, most notable on the allowable amount of organic material in the container intended for disposal. Organics in the disposal stream are now considered "prohibited container contaminants" as defined in Section 18982. Definitions.

The organics content becomes akin to a "contaminant" in the MSW container, and must be separated in accordance with the regulation and diversion target and sent to an organic processing facility. This section clarifies that the facility recovery standards do not apply to collection services that meet the standards established in Section 18982 subdivision (a). The requirement to transport containers to a facility that meets the minimum recovery standards is only triggered for services where the jurisdiction intentionally allows for organic waste to be contaminated with non-organic waste.

The impact of the regulation adds more attention, handling, and potential processing to a waste stream that has traditionally been straightforward. This is due to the regulation requiring monitoring of incompatible material, annual assessments of stream, outreach and technical assistance to keep good material out of the MSW container, etc. Although this waste stream may be subject to load checking requirements and/or potential audits, generally the MSW container is put out to the curb by the resident or business, collected by the waste hauler and then transported directly to Yolo County Central Landfill where it is disposed of in the landfill. SB 1383's increased handling of the MSW results in increased labor (e.g. monitoring, processing, outreach, auditing) and therefore increased cost for managing the MSW container, especially if the MSW container contains a high amount of organic content.

## Benefits

Benefits for the pricing adjustment option for the City includes the following:

- Savings from potential fines and penalties for non-compliance with SB 1383 for disposal of loads in excess of regulatory levels.
- By employing disposal-pricing adjustments, the City could receive revenues associated with higher pricing for loads containing organics.

- The City may see diversion of organics from the MSW container to the organics container so that the payer does not have to incur the higher adjusted disposal price for having organics in their MSW container.

## Costs

The potential costs to the City could include:

- Staff time and/or staffing for enforcement.
- Staff time and legal costs for contract negotiation and the process to amend the contract(s).
- Staff time for education and outreach.

## Data Gaps

The data gaps to determine the value of implementing disposal-pricing adjustments:

- What is the baseline for organics content in the MSW container?

## Examples

While disposal-pricing adjustments for the MSW container have not been common prior to SB 1383, pricing adjustments have been utilized for organics received at composting facilities based on the level of contamination. Compost facilities have employed “tiered pricing” for several years. Organics loads with a specified level of contamination will have a higher tip rate than loads containing less contamination. The increased rate is intended to not only offset the cost of pre-processing the organics prior to composting, but also to dis-incentivize contamination in the organics loads. This same logic and system can be applied to MSW, which could close the contamination loop and facilitate materials being placed in their correct containers. Again, enforcement becomes a key element to help fast track compliance and generate revenue to offset the additional costs needed to run new program elements.

Another example of pricing adjustments for contamination is a recent pilot project<sup>2</sup> in the City of Livermore. As part of a grant from the Bay Area Air Quality Management District, the City of Livermore and Livermore Sanitation, Inc. (LSI) engaged in a year-long pilot project where in-container cameras were installed in commercial organics containers to monitor for contamination. Camera images were used for customer education to remove and reduce contamination prior to the container being collected. However, during the course of the pilot, customers who regularly had contamination in their organics container were charged a fee and the container diverted to disposal. Use of the fee resulted in a range of outcomes. Some customers were incentivized to remove contamination so they would not be charged the fee, and other customers incorporated the fee as a cost of doing business.

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<sup>2</sup> <https://www.stopwaste.org/sites/default/files/PC%26RB%2006-11-20%20min%20POSTED.pdf>

## Recommendations

Our recommendations are as follows:

1. Perform a robust waste characterization study on the MSW container to determine a baseline for organics content in the MSW stream.
2. Utilizing information from the waste characterization study:
  - a. Determine if organics material still currently in the MSW container will require further processing to achieve organics diversion goals as determined by the City.
  - b. Evaluate cost/benefit of disposal pricing adjustments:
    - i. To offset cost of sending MSW for further processing to remove organic content, if applicable (e.g. if the three bin system does not achieve SB 1383 compliance), and/or
    - ii. That will incentive diversion of organics from the MSW in excess of the regulatory requirements.

## Alternative Technologies

Alternative technologies that could aid in the determination of organics content in the MSW include artificial intelligence based waste characterization modeling, and use of in-container camera technologies to monitor the contents in specific containers.

## **PROGRAM 3: EVERY OTHER WEEK MSW COLLECTION**

### Definition

Every other week MSW collection is another program that could provide financial and diversion benefits. Every other week collection for single-family residential customers would change MSW container collection to every other week, while maintaining weekly collection of organics and recyclables.

### Current Status in City

The City's hauler, Recology, currently performs weekly MSW collection as part of a source separated three-container collection system, serviced by collection routes that include both commercial and residential customers on the same route.

Cities which have piloted and/or implemented every other week MSW collection for residential collection have experienced both challenges and benefits to the diversion rate, costs and the environment. Generally:

- The change in pick up frequency resulted in a perception of a decrease of service.
- An increase in odors, vectors, and overflowing containers.
- Right sizing of containers was an important element of implementation.

- Although customer pushback was experienced at first, eventually customer behavior modified to the new collection schedule.
- The transition to every other week MSW collection did lead to an increase in the diversion of recyclables and organics.
- The change in collection frequency resulted in operational and fuel savings.
- Implementation of every other week collection led to fewer houses being serviced per MSW route.
- Recyclables and organics are still collected on a weekly schedule.
- The change in collection frequency led to reduction in road impacts, trucks on the road, and air emissions.
- Community outreach, education, political support and a slow roll out was essential to implementation of every other week MSW collection.

## Regulatory Framework

CalRecycle references Public Resources Code Section 40059(a)(1) defers to the local jurisdiction to determine collection frequency. However, California Code of Regulations section 17331 requires owners or tenants be responsible for the removal of refuse every seven days. CalRecycle has interpreted these two provisions as deferring to the local jurisdiction in determining collection frequency for that jurisdiction.<sup>3</sup>

In evaluation collection frequency, including every other week collection, CalRecycle recommends working closely with the Local Enforcement Agency, incorporating a pilot to collect data and monitor performance prior to any implementation, and working with the receiving facilities to ensure they can accept the revised collection schedule.

The revised regulations implemented as a result of SB 1383 does include a provision on Collection Frequency. Section 18984.11(a)(3), Collection Frequency Waivers, states:

A jurisdiction may allow the owner or tenant of any residence, premises, business establishment or industry that subscribes to a three-container or two-container organic waste collection service to arrange for the collection of solid waste in a blue container, a gray container, or both once every fourteen days, provided that: 1. The jurisdiction, or its authorized hauler, demonstrates to the enforcement agency, as defined in Public Resources Code 40130 that less frequent collection than required by Section 17331 of Title 14 of the California Code of Regulations will not cause receiving solid waste facilities, operations, or both to be in violation of applicable state minimum standards described in Subchapter 4 of Chapter 3 of Subdivision 1 of Title 27 or Title 14, Sections 17200 et seq.

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<sup>3</sup> Question 25 <https://www.calrecycle.ca.gov/recycle/commercial/organics/faq>,

## Benefits

The potential benefits for the City includes the following:

- Increased diversion
- Road and traffic benefits due to fewer trucks on the road
- Cost and rate savings

## Costs

Potential costs to the City to implement every other week MSW collection could include:

- Additional fees incurred for amending current hauling agreements to modify the collection schedule for every other week MSW collection, including cost for staff time and legal costs for contract negotiation and the process to amend the contract(s).
- A robust outreach and education campaign for implementation and roll out of the collection schedule change.

## Data Gaps

The data gaps to determine the value of implementing every other week MSW collection include:

- The baseline quantity of organics and recyclables currently in the MSW container?
- From Recology:
  - Current capacity of trucks collecting MSW on weekly routes and fuel costs to operate those routes (both dedicated trucks, and split body if applicable).
  - Impacts to routing to accommodate the change of MSW routes to every other week (for example, many routes collect commercial, multifamily and single family residential).
    - Considerations include labor parameters, safety, time and motion, traffic patterns, pedestrian zones such as schools, community centers, and parks, fleet age and spare fleet availability if applicable.
  - Impact on current union agreements and staffing.
  - Impact on collection of other source separated streams.
- Potential benefits/savings from the number of applicable households served

## Case Studies

While we are not aware of any cities in California that have implemented every other week MSW Collection, several cities outside of the state have investigated, piloted and/or implemented every-other week MSW collection. These cities include Mobile, Olympia; Ottawa; Portland; Seattle; Tacoma; Toronto; and Vancouver.

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In 2012, the City of Seattle, Washington commenced a six-month long pilot project to evaluate every other week MSW collection<sup>4</sup>. Eight hundred residential customers participated in the pilot, which evaluated financial, environmental and neighborhood benefits/challenges. The pilot resulted in a 15 percent reduction in truck emissions (total fleet) and a 25 percent reduction in solid waste truck traffic. However, emissions reductions were impacted because fewer households were served per route. The pilot reduced MSW and increased recycling and food waste diversion; however, there was increased contamination in both the recycling container and organics container, as well as overflowing containers. Financially, it was estimated that operational savings could be up to 30 percent, but customer savings would be less than 10 percent due to other costs incorporated into garbage bills. It was anticipated that container size changes would occur for 10 to 30 percent of customers.

The City of Seattle did not implement every other week MSW collection, but did revisit the concept in 2014 and 2019. Factors the City evaluated as to a Citywide implementation included customer satisfaction, neighborhood impacts, recycling potential, rate options, customer education and outreach, and operations and transition impacts. In addition to the benefits and challenges, Seattle debated on whether savings of \$6M/year justify a reduction in service.

The City of Tacoma, Washington implemented every other week residential MSW collection to select neighborhoods in 2013, and Citywide in 2018.<sup>5</sup> The program services approximately 54,000 households. Implementation included a community outreach component to right size customer's containers. The Tacoma program has projected annual fuel savings of approximately 44 percent, or \$164,000, plus another \$1M in operational savings. The implementation of every other week MSW collection has resulted in a reduced carbon footprint with an estimated 20 percent reduction in CO<sub>2</sub> emissions.

The City of Renton, Washington implemented every other week MSW collection to single-family residences in 2008<sup>6</sup>. The change in collection schedule was implemented at a time when the City was facing a potentially large rate increase. The switch to every other week MSW collection resulted in reduced costs and air emissions, simple rate setting, reduced disposal, and increased recycling. The City has cited committed customers as a key to success. However, when the City of Renton experienced a delay in service as a result of a labor strike, where service was disrupted for nearly three weeks, the collection schedule made impacts of the delays greater.

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<sup>4</sup> <https://westseattleblog.com/2019/07/time-for-another-look-at-every-other-week-garbage-pickup/>  
<http://www.seattle.gov/Documents/Departments/SPU//Nov252013SPUCustPanIOthWkGarb.pdf>  
<https://www.seattle.gov/Documents/Departments/OSE/OneLessTruckReport.pdf>

<sup>5</sup> <https://cms.Cityoftacoma.org/enviro/solidwaste/eow-faq-web.pdf> <https://www.seattletimes.com/seattle-news/tacoma-goes-to-every-other-week-garbage-pickups/>  
<https://Cityoftacoma.org/cms/One.aspx?portalId=169&pageId=63053>

<sup>6</sup> <https://www.rentonreporter.com/news/mayor-wants-to-reexamine-trash-services/>  
[https://kingcounty.gov/~media/depts/dnrp/solid-waste/garbage-recycling/documents/Renton\\_Residential\\_Pilot\\_Report.ashx?la=en](https://kingcounty.gov/~media/depts/dnrp/solid-waste/garbage-recycling/documents/Renton_Residential_Pilot_Report.ashx?la=en)

## Recommendations

Our recommendations are as follows:

1. Perform a robust waste characterization of the single-family residential MSW stream to evaluate the quantity of recyclables and organics, both compostable (such as yard waste, food scraps) and non-compostable (such as pet waste and diapers) in the MSW container.
2. Coordinate with Recology regarding truck capacities, costs, routing impacts and staffing.
3. Utilize information gained from the waste characterization and coordination with the hauler; evaluate cost/benefit for implementation of every other week MSW collection for single-family residential customers.

## Alternative Technologies

Alternative technologies that could aid in the evaluation of every other week MSW collection is artificial intelligence based waste characterizations modeling.

## 3 CONCLUSION

These three programs could provide financial and diversion benefits to the City of Davis. However, more information and additional evaluation is needed to fully analyze the benefit these programs can provide. A significant consideration is the impact of SB 1383 on these programs and what the regulations require. In light of SB 1383, further definition relating to the City's goals for cost savings, revenue, diversion, and rates would assist to determine whether these programs would be a right fit for the City, and any additional programs and/or technologies which may best attain those goals,

Attachment G  
Cost Analysis  
(Adobe PDF)



## Inputs & Assumptions

### Cost Escalation

Salaries & Benefits	3.26%
Operations & Maintenance	3.00%
Tipping Fee Increases	3.00%
Discount Rate for NPV	3.00%

	<b>Current Cost Estimate</b>
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Organics Capacity Study	\$ 30,000
Edible Food Recovery Capacity Study	\$ 25,000

### Staff Hours (Program Start Up)

Conservation Coordinator	1281.00
Environmental Program Specialist	0.00

### Staff Hours (Ongoing)

Conservation Coordinator	367.75
Environmental Program Specialist	72.25

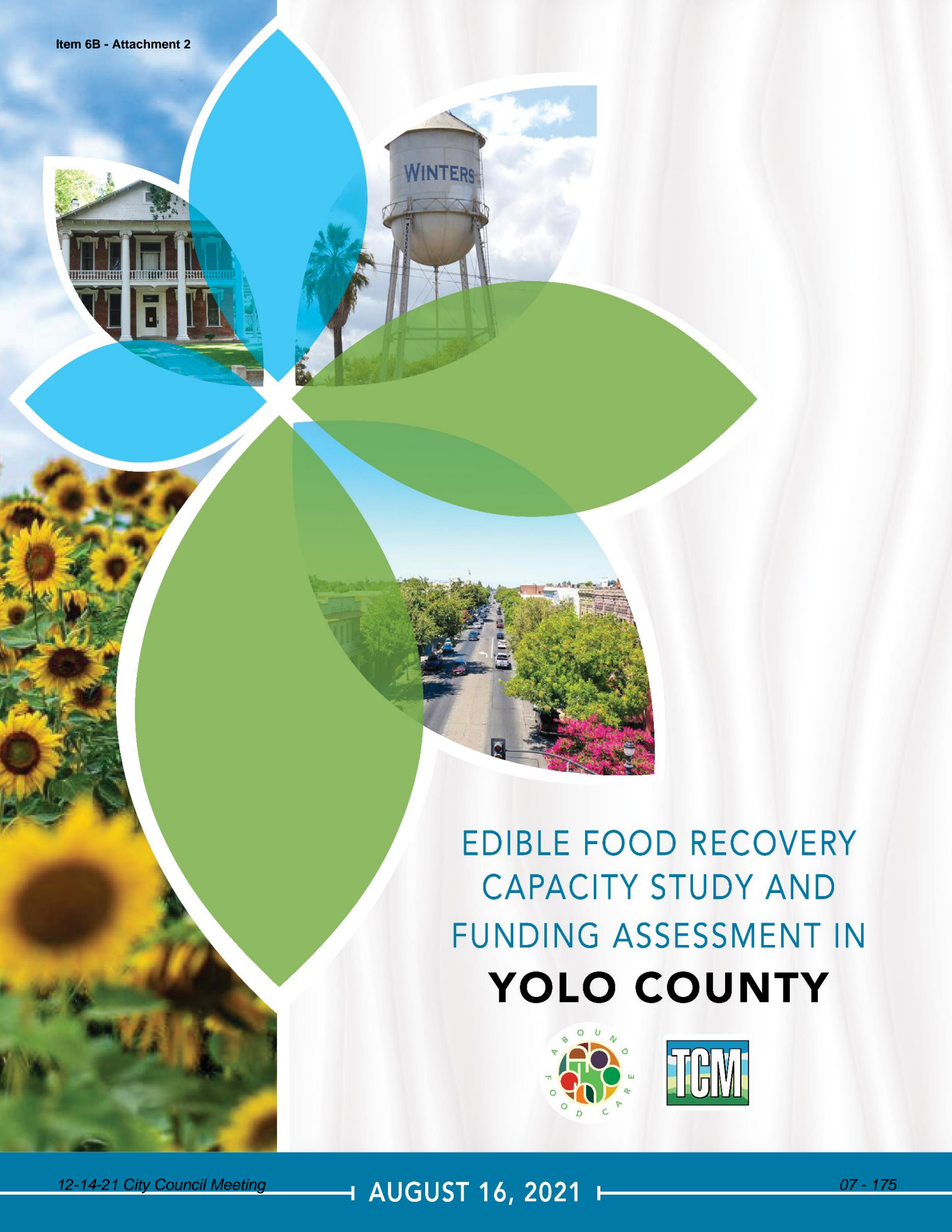
Current Tonnage Projections	Tonnage	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
	Growth						
Landfill	1%	19,221	19,413	19,607	19,803	20,001	20,201
Organics	1%	12,149	12,270	12,393	12,517	12,642	12,769
Future Tonnage Projections		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Landfill		19,221	19,413	16,466	13,521	10,578	7,636
Organics		12,149	12,270	12,393	12,517	12,642	12,769
Organics Pulled from Landfill	(Estimate)	0	0	3,141	6,283	9,424	12,565

Item 6B - Attachment 1

SB 1383 Implementation Analysis

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035
<b>Tipping Fee Expense</b>															
Tonnage															
Landfill	19,221	19,413	16,466	13,521	10,578	7,636	7,713	7,790	7,868	7,947	8,026	8,106	8,187	8,269	8,352
Organics	12,149	12,270	12,393	12,517	12,642	12,769	12,896	13,025	13,156	13,287	13,420	13,554	13,690	13,827	13,965
Organics Pulled from Landfill	0	0	3,141	6,283	9,424	12,565	12,565	12,565	12,565	12,565	12,565	12,565	12,565	12,565	12,565
<b>Total Tonnage</b>	<b>31,370</b>	<b>31,684</b>	<b>32,001</b>	<b>32,321</b>	<b>32,644</b>	<b>32,970</b>	<b>33,174</b>	<b>33,380</b>	<b>33,588</b>	<b>33,799</b>	<b>34,011</b>	<b>34,226</b>	<b>34,442</b>	<b>34,661</b>	<b>34,882</b>
Tipping Fee per Ton															
Landfill	\$54.80	\$54.80	\$56.44	\$58.14	\$59.88	\$61.68	\$63.53	\$65.43	\$67.40	\$69.42	\$71.50	\$73.65	\$75.86	\$78.13	\$80.48
Organics	\$75.00	\$75.00	\$77.25	\$79.57	\$81.95	\$84.41	\$86.95	\$89.55	\$92.24	\$95.01	\$97.86	\$100.79	\$103.82	\$106.93	\$110.14
Tipping Fee Expense - Before SB 1383															
Landfill	\$1,053,311	\$1,063,844	\$1,106,717	\$1,151,318	\$1,197,716	\$1,245,984	\$1,288,214	\$1,331,908	\$1,377,115	\$1,423,890	\$1,472,289	\$1,522,368	\$1,574,189	\$1,627,811	\$1,683,300
Organics	\$911,175	\$920,287	\$957,374	\$995,956	\$1,036,094	\$1,077,848	\$1,121,285	\$1,166,473	\$1,213,482	\$1,262,385	\$1,313,260	\$1,366,184	\$1,421,241	\$1,478,517	\$1,538,101
<b>Total Tipping Fee Expense</b>	<b>\$1,964,486</b>	<b>\$1,984,131</b>	<b>\$2,064,091</b>	<b>\$2,147,274</b>	<b>\$2,233,809</b>	<b>\$2,323,832</b>	<b>\$2,409,500</b>	<b>\$2,498,381</b>	<b>\$2,590,597</b>	<b>\$2,686,276</b>	<b>\$2,785,548</b>	<b>\$2,888,552</b>	<b>\$2,995,430</b>	<b>\$3,106,328</b>	<b>\$3,221,401</b>
Tipping Fee Expense - After SB 1383															
Landfill	\$1,053,311	\$1,063,844	\$929,412	\$786,070	\$633,408	\$471,001	\$489,982	\$509,729	\$530,271	\$551,641	\$573,872	\$596,999	\$621,058	\$646,086	\$672,124
Organics	\$911,175	\$920,287	\$957,374	\$995,956	\$1,036,094	\$1,077,848	\$1,121,285	\$1,166,473	\$1,213,482	\$1,262,385	\$1,313,260	\$1,366,184	\$1,421,241	\$1,478,517	\$1,538,101
Organics Pulled from Landfill	\$0	\$0	\$242,662	\$499,883	\$772,319	\$1,060,651	\$1,092,471	\$1,125,245	\$1,159,002	\$1,193,772	\$1,229,586	\$1,266,473	\$1,304,467	\$1,343,601	\$1,383,909
<b>Total Tipping Fee Expense</b>	<b>\$1,964,486</b>	<b>\$1,984,131</b>	<b>\$2,129,448</b>	<b>\$2,281,909</b>	<b>\$2,441,820</b>	<b>\$2,609,500</b>	<b>\$2,703,739</b>	<b>\$2,801,447</b>	<b>\$2,902,755</b>	<b>\$3,007,798</b>	<b>\$3,116,717</b>	<b>\$3,229,656</b>	<b>\$3,346,766</b>	<b>\$3,468,205</b>	<b>\$3,594,134</b>
<b>Change in Tipping Fee Expense from SB 1383</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,357</b>	<b>\$134,635</b>	<b>\$208,011</b>	<b>\$285,669</b>	<b>\$294,239</b>	<b>\$303,066</b>	<b>\$312,158</b>	<b>\$321,523</b>	<b>\$331,168</b>	<b>\$341,103</b>	<b>\$351,337</b>	<b>\$361,877</b>	<b>\$372,733</b>
<b>Expenses</b>															
Labor															
Conservation Coordinator	\$0	\$49,914	\$14,796	\$15,279	\$15,777	\$16,291	\$16,822	\$17,371	\$17,937	\$18,522	\$19,126	\$19,749	\$20,393	\$21,058	\$21,744
Environmental Program Specialist	\$0	\$0	\$1,714	\$3,198	\$3,302	\$3,410	\$3,521	\$3,635	\$3,754	\$3,876	\$4,003	\$4,133	\$4,268	\$4,407	\$4,551
Temporary Labor(Hourly Rates)															
Staff Inspections	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Organic Waste Standard Collection Service (Total Labor Estimates)															
Staff (FY 2023 -if performance based option is chosen, cost is \$6,400)	\$0	\$0	\$14,500	\$14,973	\$15,461	\$15,965	\$16,485	\$17,023	\$17,578	\$18,151	\$18,742	\$19,353	\$19,984	\$20,636	\$21,309
Outreach & Compliance															
Office Supplies (Brochures, labels, etc.)	\$0	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628	\$5,796	\$5,970	\$6,149	\$6,334	\$6,524	\$6,720	\$6,921	\$7,129	\$7,343
Media	\$0	\$4,000	\$4,120	\$4,244	\$4,371	\$4,502	\$4,637	\$4,776	\$4,919	\$5,067	\$5,219	\$5,376	\$5,537	\$5,703	\$5,874
Printing	\$0	\$10,000	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628	\$5,796	\$5,970	\$6,149	\$6,334	\$6,524	\$6,720	\$6,921	\$7,129
SB 1383 Compliance	\$0	\$10,000	\$10,300	\$10,609	\$10,927	\$11,255	\$11,593	\$11,941	\$12,299	\$12,668	\$13,048	\$13,439	\$13,842	\$14,258	\$14,685
Performance Based Service - Waste Evaluations (not required if performing standard collection service options)	\$0	\$400,700	\$412,721	\$425,103	\$437,856	\$450,991	\$464,521	\$478,457	\$492,810	\$507,595	\$522,823	\$538,507	\$554,663	\$571,302	\$588,441
Minor Capital Outlay															
Organics Pails	\$0	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628	\$5,796	\$5,970	\$6,149	\$6,334	\$6,524	\$6,720	\$6,921	\$7,129	\$7,343
Purchase Organics Waste Products	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services															
Organics Capacity Study	\$0	\$30,000	\$0	\$31,827	\$0	\$0	\$0	\$0	\$36,896	\$0	\$0	\$0	\$0	\$42,773	\$0
Edible Food Recovery Capacity Study	\$0	\$25,000	\$0	\$26,523	\$0	\$28,138	\$0	\$29,851	\$0	\$31,669	\$0	\$33,598	\$0	\$35,644	\$0
<b>Total Expenses</b>	<b>\$0</b>	<b>\$539,614</b>	<b>\$473,452</b>	<b>\$547,513</b>	<b>\$503,925</b>	<b>\$547,271</b>	<b>\$534,800</b>	<b>\$580,791</b>	<b>\$604,463</b>	<b>\$616,365</b>	<b>\$602,342</b>	<b>\$654,119</b>	<b>\$639,249</b>	<b>\$736,959</b>	<b>\$678,418</b>
<b>Change in Operating Expenses from SB 1383</b>	<b>\$0</b>	<b>\$539,614</b>	<b>\$473,452</b>	<b>\$547,513</b>	<b>\$503,925</b>	<b>\$547,271</b>	<b>\$534,800</b>	<b>\$580,791</b>	<b>\$604,463</b>	<b>\$616,365</b>	<b>\$602,342</b>	<b>\$654,119</b>	<b>\$639,249</b>	<b>\$736,959</b>	<b>\$678,418</b>
<b>Net Change from SB 1383</b>	<b>\$0</b>	<b>\$539,614</b>	<b>\$538,809</b>	<b>\$682,148</b>	<b>\$711,936</b>	<b>\$832,939</b>	<b>\$829,038</b>	<b>\$883,857</b>	<b>\$916,620</b>	<b>\$937,887</b>	<b>\$933,510</b>	<b>\$995,222</b>	<b>\$990,585</b>	<b>\$1,098,836</b>	<b>\$1,051,151</b>

NPV of Cost @ 3% \$9,139,809



EDIBLE FOOD RECOVERY  
CAPACITY STUDY AND  
FUNDING ASSESSMENT IN  
**YOLO COUNTY**



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## 1.0 Introduction

Total Compliance Management (TCM) and Abound Food Care (Abound) (together “the Team”) were contracted by Yolo County, the City of Winters, and City of Woodland to assess the regional capacity of edible food recovery to meet the requirements of SB 1383. Additionally, the Team was hired to work directly with Yolo Food Bank (YFB) to discuss the proposed financial request for the YFB to add the required donors to the existing program to meet the compliance requirements of the Short-Lived Climate Pollutant Regulation (SB 1383), described in the sections below. The County, and its jurisdictions, felt a third-party evaluator would provide the most comprehensive assessment of the request. The Team will provide the Capacity Study, an in-depth survey of local non-profits, and a detailed dive into the proposed Yolo Food Bank (YFB) budget as guidance for Yolo County’s compliance with SB 1383.

Abound was brought in as an expert on food recovery, to both assess the recovery agencies, and to evaluate the YFB request and provide detailed recommendations based on their knowledge of food recovery networks and collaborative opportunities. TCM offers overall program management, as well as expertise on SB 1383 and funding models that have been used to create the strategies presented in this report.

Our team approached this task with three clear goals in mind: To identify the resources needed to meet requirements of SB 1383, to effectively recover excess edible food to reduce food insecurity, and to provide a roadmap for all stakeholders in the region that ensures the transparent and responsible use of funds. The Team worked to gather as much information as possible through surveys, interviews, data requests, and site visits. This report represents a snapshot of the current programs that are in flux from the significant impacts of the COVID-19 pandemic and the impending SB 1383 regulations. The stakeholders in the County should view this report as a starting point and revisit these recommendations in accordance with the guidelines provided and measure them against the proposed metrics of success to continue to build upon the program as necessary to meet these fundamental goals as the region adapts and changes.

## 2.0 Short-Live Climate Pollutants – Edible Food Recovery Regulations

In 2016, the hottest year on record at the time, Californians decided to act against global warming and the greenhouse gases that cause it. The State passed SB 1383, which is a bill designed to reduce methane emissions, which are produced in large part from the decomposition of organic waste in our California’s landfills. The goal of SB 1383 is to reduce the amount of organic waste to 25% of what was buried in 2014 by the year 2025. The law is the most ambitious of its kind because it must be for the State to achieve its climate change goals.

Some of the most ambitious and important considerations of the law are the food rescue requirements. The law mandates that 20% of all edible food that is being wasted and sent to landfills be intercepted and fed to people. This not only provides nutrition, especially for those who are most in need, but it also prevents food from entering landfills and creating more methane. Of particular importance, here in California, is the water savings associated with food rescue. The more people can be fed from rescued food, the less pressure the agricultural sector will place on the State’s rapidly depleting water supply. Yolo County experiences both water shortages and food insecurity, and as such, food rescue must remain a high priority in the County’s plans moving forward.

Yolo County is prepared to comprehensively meet the requirements of SB 1383. The key points of the food rescue requirements are monitoring, outreach, program deployment, and reporting.

- **Monitoring:** Yolo County has gone through its own records and publicly available data to ascertain which businesses in the County are subject to the food rescue requirements under SB 1383. These businesses fall into the “Tier One” and “Tier Two” categories, which must begin rescuing food by next year and 2024 respectively. These lists will become the basis for outreach and implementation of food rescue plans.
- **Outreach:** Yolo County will work with Tier One and Tier Two businesses, as well as with the Health Department, to ensure that all the businesses required to donate food under this law are well-equipped to do so. Yolo will see to it that all these businesses receive print, verbal, and digital outreach informing them of how to comply with the law, where to find food rescue partners, and potential penalties for refusing to participate in the program.
- **Reporting:** Yolo County is fully prepared to track its efforts, as well as capacity planning reporting, and all other reporting requirements under SB 1383. Yolo County will work closely with the Food Bank, pantries, businesses, and the local community to acquire the needed information for its reports to CalRecycle.

### 2.1 History of Edible Food Program Development in Yolo County

Yolo County has a long history of partnership with the YFB where they have made the following major steps towards expanding food recovery, that are important to the ability of the County and its Cities to meet the food recovery goals of SB 1383:

- ✓ In January 2019, YFB and the County jointly applied for a \$500,000 CalRecycle grant to expand food recovery and distribution programs.
- ✓ In January 2019, Yolo County granted YFB \$500,000 in IGT funding to expand food recovery and distributions.
- ✓ In March 2020, Yolo County formally tasked YFB with providing services to deliver food and essential goods to COVID-19 higher risk populations that are not traditionally served. These services included acquisition, procurement, warehousing, distribution, and transportation of food and goods.
- ✓ In July 2020, Yolo County paid YFB nearly \$1 million to increase food recovery and distributions to vulnerable residents in response to the pandemic.
- ✓ In September 2020, Yolo County paid Yolo Food Bank another \$500,000 to increase food recovery and distributions to vulnerable residents in response to the pandemic.

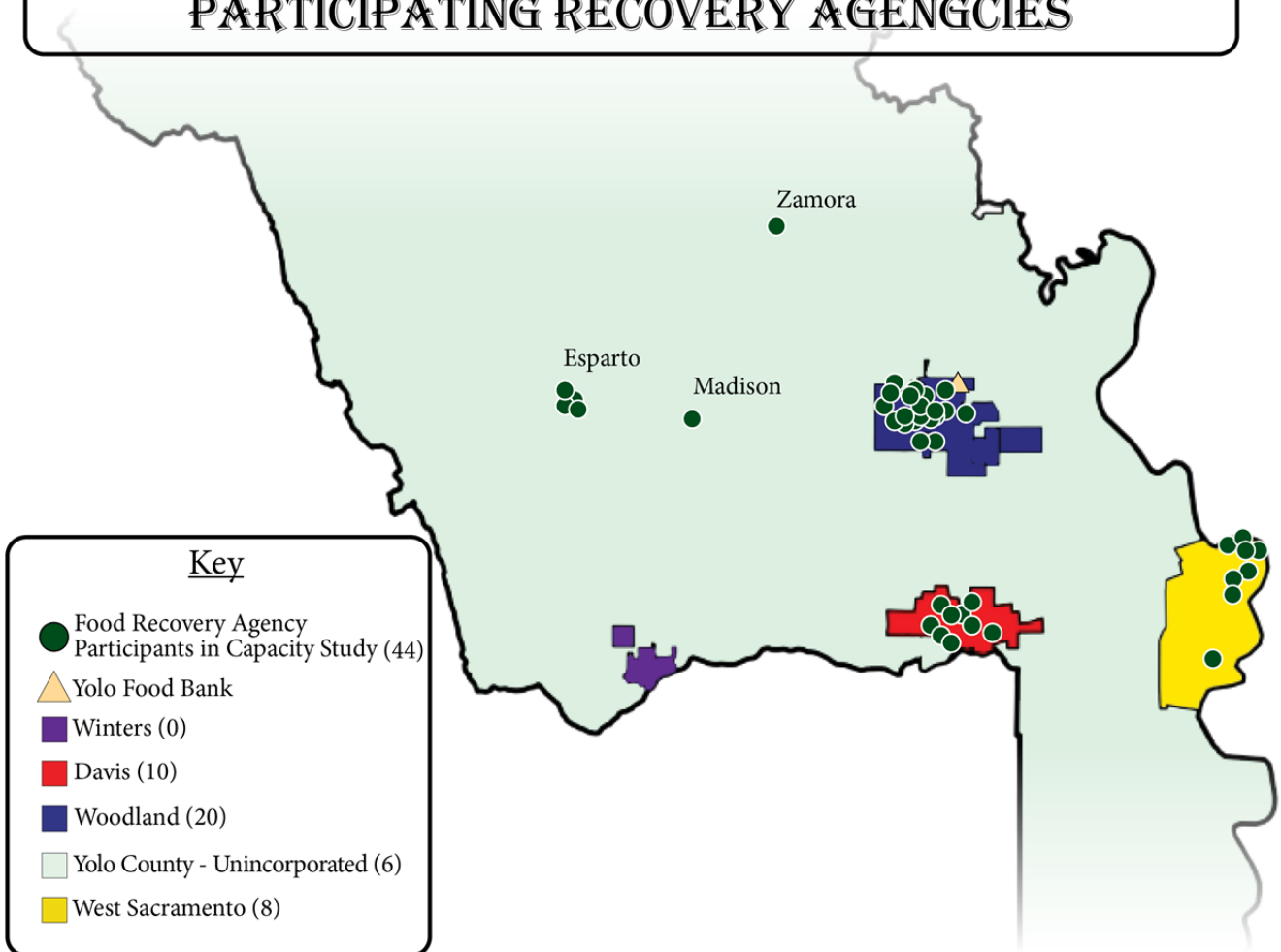
### 3.0 Current Food Recovery Landscape in Yolo County

Yolo County has one large food bank, the Yolo Food Bank (YFB), and 44 confirmed active food recovery partners and distributors. Due to the rural makeup of the County and with the support afforded by pandemic relief funds, current food recovery efforts in Yolo County are conducted largely through YFB using the following two methods. The first, and predominant method, is where YFB trucks/staff pick up excess donated food from Tier One generators and return the product to the food bank’s distribution center, where it is sorted and made available for distribution. The second method includes utilizing select YFB non-profit agency partners to conduct excess food pickups from some Tier One generators directly. These agencies then distribute the recovered food to their ‘clients’. Use of YFB trucks and staff

to move product to the distribution center for sorting and distribution leads to reduced food waste and streamlined operations in that the recovered and sorted product can then be made available to the larger network of non-profit recipient agencies, serving the entire county.

This food bank focused method can result in higher logistics costs but leads to reduced food waste. Utilizing non-profit agencies to conduct pickups reduces logistics costs and strain on distribution center space but increases the likelihood that recovered food will still ultimately be wasted if it cannot be used by the recovery agency. Most, if not all, Feeding America contracts with member agencies prohibit or discourage 'redistribution' from one non-profit agency to another, due to food safety concerns, which can be mitigated by use of existing tech platforms. Finally, there is always a portion of donated excess food that is not captured through the food bank network. This food is typically donated by a donor staff member to a non-profit agency outside of existing contracts or agreements. In these cases, we have seen retailers with contracts to donate food to a food bank, or a food bank authorized agency donate a

## YOLO COUNTY CAPACITY STUDY PARTICIPATING RECOVERY AGENCIES



portion of available food to another non-profit agency conducting charitable feeding outside of the food bank network. These donated pounds typically do not get recorded because it is outside of the agreement or contract between the donor and the food bank/agency. Our survey shows this is the case in Yolo County, as it is everywhere else food recovery is taking place.

Based on available data, the absence of scales and the means to accurately track donated food, we are uncertain what the aggregated baseline number of pounds donated is for Yolo County. The Food Bank acts as a centralized point of collection, and through their Feeding America program, onboards the greatest level of donor participation from the community. Further, they distribute food collected from other Federal and Gleaning programs. The Food Bank utilizes a limited amount of partner agency collection for their partner donors. The map above provides a visual demonstration of the location of the YFB and the partner agencies that participated in the survey described in Section 6.0. Understanding the current landscape of food recovery programs was a key component of the development of recommendations for the County and its Cities. Most notably the County has high density urban areas coupled with expansive rural areas. Food pantries, similarly, are densely located in the areas that have the highest populations and spread throughout the rural areas.

The Food Bank operates routes that recover food at donor locations across the County and transports that food back to their distribution center for sorting<sup>1</sup>. Edible food is then made available to the non-profit pantry network, either delivered by the Food Bank to the non-profit locations or made available for pick-up at distribution center. Logistics fees to the non-profit agencies to offset a portion of the cost may apply depending on the quality, quantity and shelf life of the items. The fee is reduced as product nears its spoilage date to incentivize rapid distribution. The logistics fee is also adjusted based on nutritional quality and for non-foods items (toiletries, paper products, etc.). To a lesser extent YFB will also utilize nonprofit partners to collect and distribute food on their behalf directly from donors. The food recovery agencies distribute approximately 10% of the recovered food from YFB, where the balance is distributed directly through YFB programs. Due to a heavy reliance on volunteers, there have been challenges in consistency in the pickups, which diminish the effectiveness of food recovery to the donor. Further, the lack of scales at these non-profits hinders the region's ability to accurately quantify the amount of product that is being collected. Food recovered by an agency on behalf of the YFB are not subject to any logistic fees given they are already bearing the cost directly.

Food Bank is short on space, currently putting products in hallways and meeting rooms. By their estimates they are at double capacity, which was supported by the site visit conducted by the Team. Much of the current food recovery increase over the past year was funded by a surge in federal funding for pandemic relief, which has since evaporated. The Team is uncertain of how this capacity will stabilize as the region moves past the intense pandemic responses into a new normal operation. Several food recovery agencies have reported they can accept more food and add more donors through their existing capacity, and the survey demonstrated there is further interest in expansion. However, the survey results also demonstrated gaps in tracking (insufficient scales), and a need for expanded food safety training for the agencies.

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<sup>1</sup> Absent access to exact truck routes and driver logs, we do know the Food Bank send their trucks to recover food at donor locations across the County.



### 3.1 Baseline of Tier One Generators

The survey of the Tier One generators showed that nine will require new programs to get into compliance with the SB 1383 by January 2022. Additionally, several Tier One generators were identified to have programs, but are likely not in consistent programs, or programs that meet the requirement of “donating all available excess food”. A large percentage of Tier One generators that are bulk specialty donors, such as rice manufacturers, that would not be appropriate to send to a small food agency. There is a large percentage of grocery stores/markets that are currently participating in programs, assisting with the overall compliance of the region. Further, there will be donors in this region that will have sporadic donation, for example, Monsanto will likely only have sporadic donations available. There are some identified Tier One donors that do not have edible food, or food available for donation, for example RiceBran Tech.

## 4.0 Summary of Program Recommendations

Edible food recovery as a means of reducing food waste and food insecurity is still in its infancy, with several factors and variables to be determined over time. To provide the County with an effective roadmap and strategy for edible food recovery, it will be important to identify the key elements and ultimate goals of an effective program. Is it to comply with the requirements of SB 1383, with the understanding that full compliance may not result in meeting targeted goals statewide? Is it to develop the infrastructure, tools, and solutions needed to protect the planet and make excess edible food an effective resource in the effort to reduce the costs and chronic health effects associated with food insecurity? Until long-term goals are established, the Team recommends focusing on near-term planning and goal-setting to meet the initial requirements of SB 1383 and develop a regional program.

Through our research, survey responses, field visits, and an analysis of the available data provided to us by YFB, the Team identified a number of challenges that exist in developing a strategic path to edible food recovery and an associated shared cost. These factors and challenges included the following:

### **Factors and Challenges**

1. The expansive, rural and geographic makeup of the County creates some unique challenges. For example, some rural communities, such as Winters, have a small number of Tier One and/or Tier Two donors and have zero confirmed NPO's servicing the residents. Knowing that there are food insecure individuals in Winters, the logistics costs associated with serving those individuals is higher than that of more urban areas or areas with more resources.
2. The amount of surplus edible food in some communities exceeds the need of food insecure individuals, while the need may exceed the amount of surplus edible food in other communities. This creates another logistics challenge that must be solved through a regional approach.
3. The overwhelming amount of food recovery efforts are currently conducted by YFB using their trucks, personnel, and distribution center.
4. YFB distribution center operations currently exceed the capacity of their distribution center.
5. Current Food Recovery efforts conducted by YFB have been funded in part with pandemic relief funds. This source of funding is unsustainable.
6. Baseline edible food recovery figures, beyond those which are managed through YFB, are not verifiable.

7. The 44 actively confirmed non-profit agencies that identify as currently conducting food distribution or food services, in addition to YFB, range dramatically in effectiveness and capacity.
8. Nearly all current edible food recovery efforts focus on servicing Tier One donors. However, SB 1383 requires operations that fall under Tier Two designation to donate all their excess edible food as well.
9. Food recovery from Tier Two donors is disproportionately more difficult than food recovery from Tier One donors and yields less usable product.
10. Tier Two food donations pose a significantly higher food safety risk because much of this food is hot and it is more difficult to maintain food safety through the hot food chain. Along with the reality that there is comparatively higher staff turnover in Tier Two establishments, which leads to the need for greater education and outreach than that of Tier One donors, Tier Two compliance will be a challenge.

The Team is providing short term recommendations due to the lack of knowledge surrounding the ultimate goal of Yolo County's food recovery efforts, the accurate baseline numbers of pounds currently being recovered, access to all YFB routes and/or driver logs, and the status of YFB's request to the County for infrastructure investment using American Rescue Plan (ARP) funds. The Team proposes the following strategic short-term recommendations that allows for the increased capacity needed to service Tier One and Tier Two donors over the next 12 – 18 months, while the above-mentioned variables become more defined and the overall effort can be evaluated in collaboration between the County, its municipalities, YFB, and non-profit organizations.

### **Short-Term Strategy**

The team is encouraged to find that the county supports YFB's mission to eradicate hunger in Yolo County and to advance the metabolic health of Yolo residents. This shared mission drives YFB and their supporting partners, including the jurisdictions that have participated in the study, to developing a strategic path to reduce food insecurity and food waste. The intention of this framework is to identify a roadmap and an estimate the shared cost associated with implantation of a strategic plan that will lead to compliance with SB 1383 requirements as well as the shared mission of reducing food waste and food insecurity.

1. County should clearly identify its goals and intent for the program.
  - a. The County could likely meet the needs of SB 1383 with current programs. However, this may not be able to meet broader goals of reducing hunger, removing edible food from landfill, and expanding donation to non-required entities.
  - b. The County could have a goal to create a broader, more effective program, through strategic investment based on our recommendations.
2. Utilize YFB trucks and staff to service donors in rural areas that lack sufficient (or any) food recovery agencies.
3. Utilize food recovery agencies to conduct food recovery in more populated areas that have multiple agencies as means to alleviate the existing capacity deficit at YFB distribution center.
4. Utilize a tech platform (Meal Connect) to allow food recovery agencies to redistribute food while mitigating food safety concerns and connect Tier Two donors more easily to food recovery agencies that can distribute those donations.
5. Enhance food safety training to all food recovery agencies.

6. Provide food recovery agencies with additional supplies and logistics investments.
7. Provide YFB with staffing resources to manage food recovery agencies conducting food recovery from Tier One and Tier Two donors.
8. Solicit the participation of an existing food production facility to conduct repurposing of bulk recovered food extending the shelf life for distribution to food recovery agencies throughout the county. We recommend exploring affiliations with a community college with an existing culinary arts programs allowing students to work with excess edible food for a social benefit while receiving valuable vocation training. Other options include High School programs and existing food production facilities. The proposed facility will receive use of equipment specific to Cook/Chill food production methodology such as Combi ovens, blast freezers, vacuum sealing machines and associated supplies.
9. Invest in increased cold storage capabilities throughout the County.
10. The County should implement the Food Insecurity Screening questions, to better understand where the need is, and track if we are assisting in meeting the needs through this program.
11. Capital costs could be tiered, or phased, to ensure the funding assist the food recovery agencies and YFB to meet specified objectives and targets, to deliver more funding.
  - a. Set up standard reporting platform
  - b. Ensure clear benchmarks are identified and in place
  - c. Create donor targets and efficiency metrics
12. Plan a 2024 survey of donors to measure success of programs to include reliability of non-profits, participation of the donor and the ability to source reduce should be noted as a byproduct of a successful program.
  - a. Tonnage numbers should be tracked, but not a measure of success, as it doesn't include source reduction or track improvement of the network.
  - b. Tracking the amount of recovered food that is ultimately wasted after collection.
    - i. Understanding how money is translating to meals
    - ii. Efficiency programs and where further investment needs to be made
    - iii. Evaluation on donation dumping or where enforcement needs to step up.
13. Consider a partnered capital campaign to help generate the funding necessary for the development of the second warehouse for YFB. This partnership could better address the expectations regarding the use of potential ARP and resiliency funds and how they could be used to execute recommendations identified in this report.

Our guidance structure will efficiently use funds to ensure sustainable and effective food recovery programs.

## 5.0 Capacity Evaluation

Under SB 1383, CalRecycle has set a goal of intercepting 20% of the edible food that is currently being taken to landfills, and instead ensuring that it reaches people. To meet this goal, SB 1383 regulations have placed requirements on businesses that generate sufficient amounts of edible food waste and require them to establish food rescue programs. The food rescue regulations start in 2022 with the largest generators, known as "Tier One" generators, which include large food distributors, larger grocery stores, and supermarkets. By 2024, the regulations expand to cover large restaurants, hotels, schools,

large events, and hospitals. This second wave of covered businesses are known as “Tier Two” generators. As a first step toward compliance, CalRecycle has asked each jurisdiction to evaluate the ‘capacity’ of current food recovery infrastructure and its ability to manage bringing Tier One and Tier Two businesses into compliance. This evaluation is due to CalRecycle in August 2022 but has been completed here to ensure that the County can take the important steps necessary to meet the compliance requirements of SB 1383.

(73) “Tier one commercial edible food generator” means a commercial edible food generator that is one of the following:

- (A) Supermarket.
- (B) Grocery store with a total facility size equal to or greater than 10,000 square feet.
- (C) Food service provider.
- (D) Food distributor.
- (E) Wholesale food vendor.

(74) “Tier two commercial edible food generator” means a commercial edible food generator that is one of the following:

- (A) Restaurant with 250 or more seats, or a total facility size equal to or greater than 5,000 square feet.
- (B) Hotel with an on-site food facility and 200 or more rooms.
- (C) Health facility with an on-site food facility and 100 or more beds.
- (D) Large venue.
- (E) Large event.
- (F) A state agency with a cafeteria with 250 or more seats or a total cafeteria facility size equal to or greater than 5,000 square feet.
- (G) A local education agency with an on-site food facility.

The capacity evaluation aims to address two questions: 1) What is the projected amount of edible food produced from all Tier One and Tier Two generators?<sup>2</sup> 2) Does the current network of food recovery agencies have the available infrastructure to manage the edible food? If the assessment determines there is a gap, and that the current infrastructure will not be sufficient to collect all available edible food from Tier One and Tier Two generators, based on these calculations, then jurisdictions must provide a plan to ensure that gap is closed.

### 5.1 Data Sources

In order to prepare and implement the SB 1383 food rescue program, the food rescue infrastructure needs to identify the Tier One and Tier Two generators and estimate the amount of incoming food to be rescued. Currently, this analysis is done using publicly available data from several different sources. The County performed this evaluation and provided the Team with the number of Tier One and Tier Two generators. From this list we were able to estimate disposal using the CalRecycle guidance calculator. Data sources used for this calculator are as follows:

<sup>2</sup> Note that the 20% food recovery goal is not used to assess capacity. Capacity is assessed based on the number and make-up of Tier One and Tier Two generators in the jurisdiction.

- The CalRecycle Commercial Sector Waste Characterization provides sector-specific estimations of how many pounds per employee of waste is produced by each business type. The results of this analysis are provided in the table below. Food waste is the waste type used for this analysis. **Attachment A** provides the complete calculations of these figures.<sup>3</sup>

Food Waste Generation by Business Type	
Business Type	Pounds per Employee per Week
Arts and Education	33.07
Durable Wholesale/Trucking	2.31
Education	5.59
Hotels	21.25
Electronic Equipment	1.35
Food and Nondurable Wholesale	18.63
Manufacturing	1.21
Medical and Health	5.57
Public Administration	2.11
Restaurant	46.89
Food Stores	19.33
Retail Trade	14.79
Services (Management & Administration)	7.07
Services (Professional)	5.92
Services (Repair and Personal)	2.69
Other	3.08

- CalRecycle’s 2018 Waste Characterization provides an update to the earlier waste characterization and suggests that 22% percent of food waste is edible. This percentage is applied to the amount of food waste generated, based on the number of employees.<sup>4</sup>
- Businesses are listed under the North American Industry Classification System (NAICS). This data is sourced through ReferenceUSA, which aggregates NAICS data with employment statistics from the Employment Development Department. This data provides contact information for each business in a jurisdiction, the type of business it is (e.g. grocery store, restaurant, wholesale food distributor), and an estimated range of the employees at the location. The employee count is the basis for estimating the size of the business.<sup>5</sup>

## 5.2 Calculation of Tonnages – CalRecycle Guidance Documents

To determine the availability of new tonnages of edible food waste, the employment numbers are estimated for each Tier One and Tier Two generator, using data provided by the NAICS. These employment numbers are multiplied by the pounds per person per week waste generation data

<sup>3</sup> CalRecycle - 2014 Generator-Based Characterization of Commercial Sector Disposal and Diversion in California – September 10<sup>th</sup> 2015.

<sup>4</sup> CalRecycle - 2018 Disposal-Facility-Based Characterization of Solid Waste in California – 5/15/2020. <https://www2.calrecycle.ca.gov/Publications/Details/1666>

<sup>5</sup> Reference USA - <https://referenceusa.com/Account/LogOn>

provided by the CalRecycle Commercial Sector Waste Characterization Study. The edible food waste from each eligible Tier One and Tier Two business is summed. Each businesses' eligible food is calculated as follows:

**1) Estimate Employees at Business:**

$$\text{Estimated Employees} = (\text{Employee Range Low} + \text{Employee Range High}) \div 2$$

(e.g. Employee Range: 10-19:  $2(10+19) \div 2 = 14.5$  employees)

**2) Calculate Annual Food Waste at Business:**

$$\text{Food Waste (TPY)} = \text{Employees} \times \text{Food Waste Pounds per Employee Per Week} \times 52 \div 2000$$

**3) Estimate Amount of Edible Food Waste at Business:**

$$\text{Edible Food Waste (TPY)} = \text{Food Waste} \times 22\%$$

**4) Repeat and Sum for each Tier One and Tier Two Business:**

Once summed, this is the estimate for edible food waste generated by SB 1383 covered businesses. Note that this amount will be affected by participation rates of each business, as well as due to the fact that the Waste Characterization this analysis is based on was performed at a statewide level and may not accurately represent the individual situation of a given jurisdiction.

Using the CalRecycle calculator guidance it estimates the Tier One and Tier Two generators to produce the following about of edible food per year:

Category	Tons per Year	Pounds per Year
<b>TIER One - TOTAL</b>	<b>345</b>	<b>689,161</b>
<b>TIER Two - TOTAL</b>	<b>102</b>	<b>203,947</b>
<b>TOTAL:</b>	<b>447</b>	<b>893,108</b>

5.3 Calculation of Tonnages – YFB Collection Data

The YFB provided data that described how many pounds are collected by existing Tier One generators in the county. This tonnage is based on their current data tracking programs and is as follows.

Tier One Covered Generators <sup>6</sup>	Annualized Pounds (as of Oct. 2020)
UNFI - Tony's Fine Foods	503,480
Costco	339,092
Norcal Produce, Inc.	303,544
Nugget Market - Warehouse	26,888
Nugget Market - Woodland	46,060
Nugget Market - WS	45,086
Nugget Market -Cov Davis	87,854
Nugget Market Mace- Davis	79,418
Raley's Bakery-WS	1,130

<sup>6</sup> Additional Tier One generators reported they are participating in edible food recovery that are not on this list. Those results are summaries in Section 6.2.



Tier One Covered Generators <sup>6</sup>	Annualized Pounds (as of Oct. 2020)
Raley's Supermarket - Wdld	16,738
Raley's Supermarket -WS	13,456
Raley's Warehouse	250,910
Walmart - Wdld - East Main	9,752
Walmart - Wdld - Gibson	39,844
Walmart -Wdld-California St.	46,270
Walmart -West Sacramento	83,128
Trader Joe's Market	176,968
Safeway - Covell	26,860
Safeway - Feed the Need	2,050
Safeway -Cowell	19,862
Food 4 Less	46,334
Capay Organics	29,742
Grocery Outlet - Woodland	29,070
Bel Air Market	28,482
Savemart Market	21,412
Farmers Rice Cooperative	19,916
Pitco	4,740
SunFoods	3,864
Mariani Nut Company	3,002
Davis Co-Op Market	2,540
<b>Total</b>	<b>2,307,492</b>

Based on this collection data the CalRecycle calculator has built in conservancy factors that is reported tonnage that is lower than what is being reported currently by YFB. YFB further projected that Tier One generators that do not currently participate in food recovery could produce 1,769,077 pounds per year<sup>7</sup>. This estimate was based on current service levels of participating generators, where each produces an average of 76,916 pounds per year. Additionally, based on reports from YFB, many generators are reportedly underserved and have more available edible food.

#### 5.4 Summary of Capacity

These data do not provide exact numbers, however CalRecycle provides jurisdictions the ability to use best available information to estimate these numbers where the CalRecycle tool is provided as a guide. As a party of this assessment the Team requested information from YFB to estimate the additional food that could be captured from existing donors that fell within the Tier One threshold. This data was unavailable. The table below provides a summary of the data.

<sup>7</sup> Our survey found that several Tier One generators included on this list would not produce food eligible for donation and other Tier One generators currently participate in food recovery. Only nine additional generators require food recovery service by 2022 based on this survey.

Calculation Option	Source of Calculation	Estimated Edible Food for all Tier One Generators
Option 1	CalRecycle Model Tool	689,161 lbs
Option 2	Food Bank (estimate assuming 23 additional Tier One generators)	4,076,569 lbs
Option 3	Estimate assuming 9 additional Tier One generators and Food Bank collection rate	2,999,739 lbs

Ultimately each jurisdiction must use a number that best reflects the actual amount of edible food within the jurisdiction, in order to best plan for SB 1383 compliance. CalRecycle has stated that this is in initial assessment of capacity, and these numbers may be updated each year as more data becomes available.

## 6.0 Survey of Food Recovery Participants and Generators

An important part of the evaluation of a region’s capacity is understanding food recovery programs that are currently happening, where there is availability to do more, and where infrastructure is needed to expand capacity if there is a deficit in meeting SB 1383 targets, reducing waste to landfill and tacking food insecurity within the region. Our team surveyed all the non-profits within Yolo County, understanding that non-profits do not work within the boundaries of a jurisdiction and a broad understanding of the current network was vital to our programmatic recommendations offered in this report. Specifically, it was vital to assess the current partner programs in relation to the YFB, and what role they played in distribution.

### 6.1 Survey Approach

Non-profits were first identified through the list of the YFB partner agencies. The team developed survey questions to ask that covered a broad range of topics including how much food they managed, where that food was sourced, what is the current infrastructure available, what infrastructure would be most helpful, and other notes pertaining to the non-profit operation. Additionally, Tier One generators were surveyed for their participation in food recovery. Questions for the generators were kept simple as to gather important information, set a positive tone for future collaboration, and to not be overly burdensome. A full list of survey questions is provided in Appendix A.

The surveys were conducted through phone interviews to guide participants through the questions, answer any questions they may have, and also ensure there is adequate follow-up should the participant require multiple phone calls. Notes were made about each participant, whereas much information as possible was gathered about the participants to assist in the assessments and final recommendations.

### 6.2 Summary of Generator Results

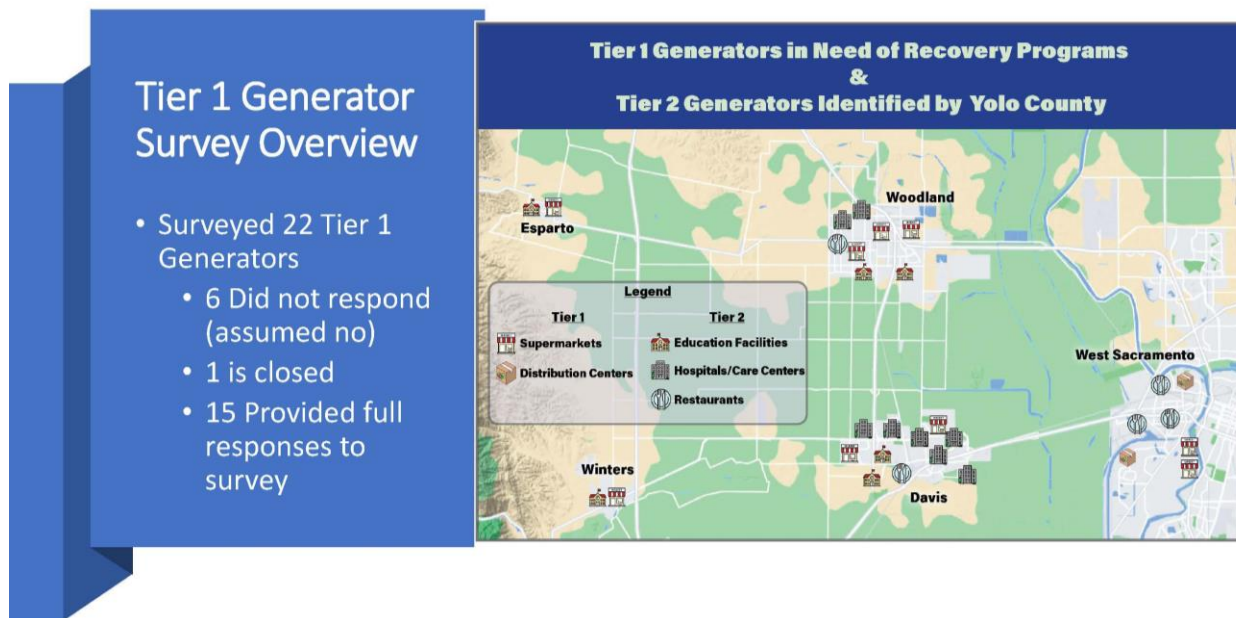
Based on the list provided to the team, 22 potential Tier One generators would require participation, as they appeared to meet the definitions of Tier One generators but were not listed as current donors to YFB. The Team surveyed the bulk of these generators, where six did not provide responses, five were identified to not have edible food available for donation and one had closed<sup>8</sup>. 15 generators provided

<sup>8</sup> Not that this Scope of Work did not request surveys for generators outside of the County, Woodland and Winters. West Sacramento and Davis conducted their own generator surveys, and those results were added to this report.



full responses to the survey and their answers have been provided in Appendix B. The Team, in an effort to be conservative, assumed the 6 generators that did not respond were not in compliance with edible food donation. The results of the survey determined several key items.

1. At least nine generators are new to edible food recovery and require compliance by January 1, 2022.
2. All generators that are participating in edible food recovery do not have written contracts on site for those activities.
3. It is likely that all generators that are participating in edible food recovery are not donating all available food, where better reporting, education and infrastructure availability are necessary to confirm.



The following table summarizes the generator survey results.

Generator Name	Notes
<b>Participating in Edible Food Recovery</b>	
Arteagas	Local Churches – Donate once a month.
Cracchiolos Market	Donates to Fourth and Hope. Paused due to pandemic
Grocery Outlet - West Sac	
California Sandwich Co	Loaves and Fishes
Mani Imports Inc.	Discontinued products are sent to Food Bank or Churches
Monsanto	Food Bank
Z Specialty	Have non-perishable food so products do not expire. Interested in learning more. Products are donated to Food Bank when appropriate.
<b>Not Participating in Edible Food Recovery</b>	
Grocery Outlet Davis	End of Life sold at a reduced rate. Believes a Non-Profit buys for the community.

Generator Name	Notes
La Superior Supermercado	Very Interested in participating.
Lorenzo's Town and County	Had trouble with reliability
Espartos	Sometimes vendors take food back
In Harvest	Sometimes Donate
Mercado Del Valle	Apprehensive about donation. Will need a lot of education and support.
West Lake Market	They have donated food in the past, but don't donate food regularly.
Jacmar Food Service	No Response – West Sac
North American Food Distribution	No Response – West Sac
Western Food	No Response - Woodland
Edible Food Not Available for Donation	
D&I Pure Sweeteners	Sugar Plant – no excess
Ricebran Tech	Not Edible Food
Frito Lay	Expired Food Sent to Animal Feed
Youngs Market Company	Spirit and Liquor Company
Copper Hill Olive Oil	No Response- Not suitable for regular donation program

### 6.3 Summary of Food Recovery Agency Results

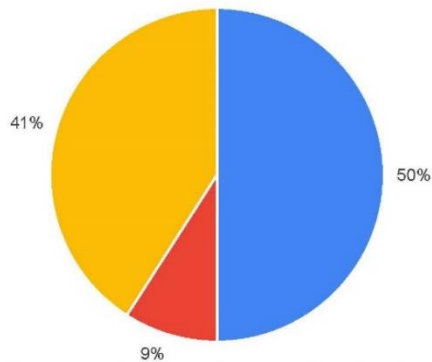
In total, the team surveyed 63 food recovery agencies, where 19 either did not respond, were closed, chose not to participate or were currently inactive. The remaining 44 pantries provided responses to the surveys, which have been summarized in Appendix C (Please note that documentation and detailed answers to the surveys have not been provided to protect the confidential nature of some of the responses). The survey was designed to not only measure the current infrastructure of the food recovery agencies, but also to provide a more in-depth understanding of the relationship of these food agencies to the YFB, and how the network could prepare for the requirements of SB 1383 (both Tier One and Tier Two recovery programs) in addition to using any funds in the most efficient and impactful way.

There are several key points that were gleaned from the survey that have helped provide important recommendations for how the County can best move forward with closing the gap of SB 1383 and make significant strides in capturing greater levels of food recovery in the region.

1. There is no accurate way to track how much food is being moved by the recovery agencies, as the majority do not have scales or software to measure their collection and distribution.
  - a. Note: YFB tracks how much food is delivered/picked-up by agencies that get their food from their distribution center. However, many food recovery agencies are collecting food outside of this program (either collected directly from donors through a YFB arrangement or otherwise).
2. Several food recovery agencies reported they could accept more food using their existing infrastructure. However, given not all pantries have scales, it was challenging to assess the exact amount of additional food that could be managed by these pantries.
  - a. As shown by the image below, this additional capacity varied in size, nature and specificity. At a minimum an estimated 7,300 pounds could be moved to existing

- pantries based on the survey results. It is expected that more could be diverted to these pantries to those locations that could not specify an exact amount.
- b. Several agencies reported that specific factors would need to be considered when adding new donors to their routes including the pick-up day, how much, what type, volunteers, space, non-perishable food only and that their focus was on quality donations.
- c. Some agencies reported that they cannot add more donors, but would instead like more free food, (i.e., food not subject to a logistics fee) from the Food Bank.

## If given the option, how much more food could you recover each month with your current capacity?



■ None. We don't have the space. ■ Not sure. ■ Yes. There is existing capacity.

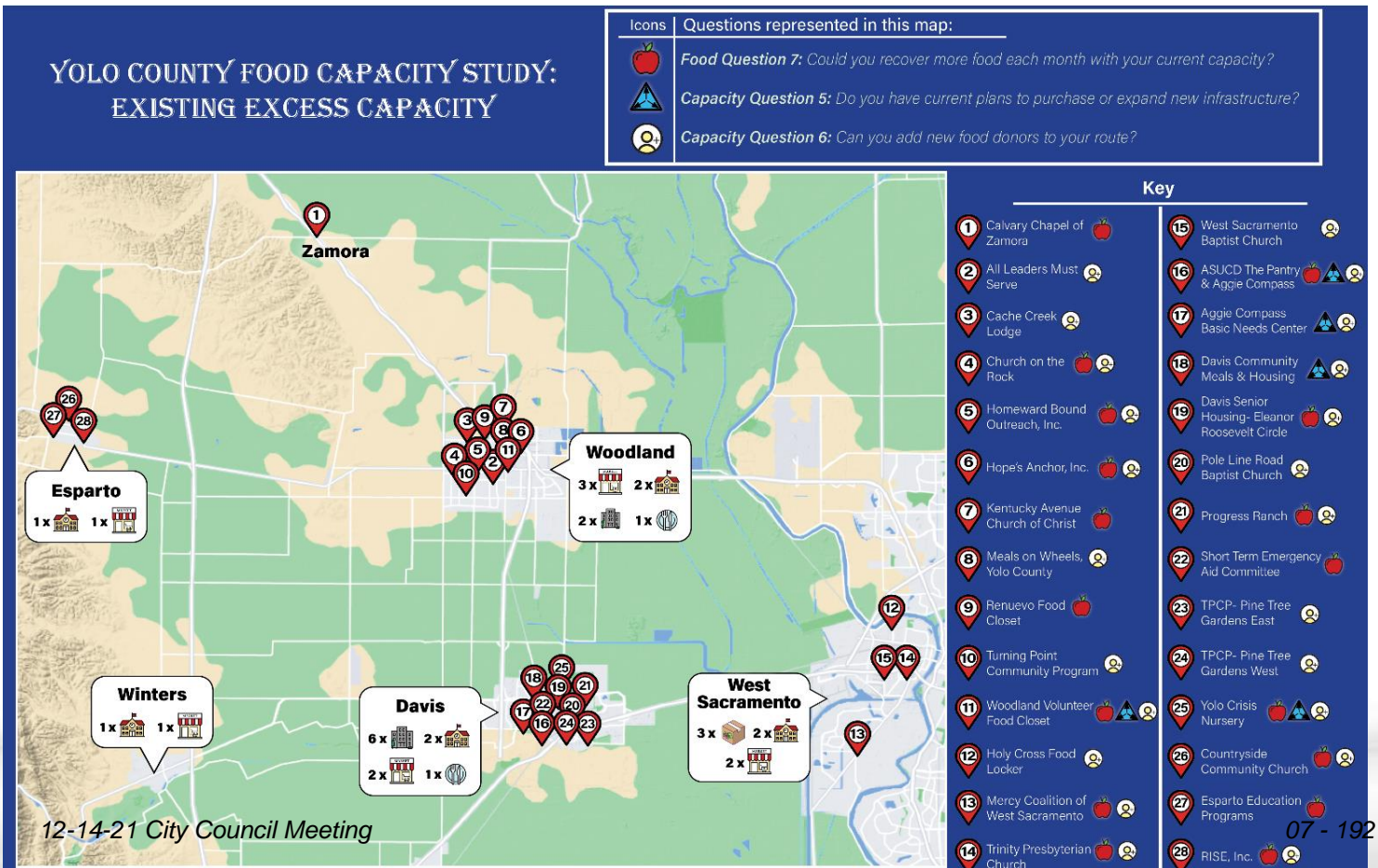
Number	Answer
1	100lbs
2	200lbs
1	800lbs
1	1000lbs
1	5,000lbs
4	Lots
1	25% more
1	50% more
4	More Non-Persishable
1	Have Freezer Capacity



3. The bulk of the pantries are receiving their food from the Food Bank, or through Food Bank contracts.
  - a. Importantly, there are agencies that are collecting food directly from donors within the Food Bank network through the Grocery Rescue Program, and to a lesser extent, collected food outside of the Food Bank network.
4. The Food Bank plays an integral role in administering the relationships between donors and food agencies.
  - a. Further, the majority of food recovery agencies do not have written agreements with donors, which is consistent with the results observed in the survey of Tier One generators.
5. The Food Bank has a distinct role in managing the flow of food through the County, and their capacity was hit hardest by COVID.
  - a. No pantry reported COVID impacted either their ability to get food, or an increase of food. Only the demand for people changed, or their operations had to adapt.

6. There is a high percent of food recovery agencies that rely on volunteer pick-ups/drop-offs (52%), pantry staff pick-ups (68%), and Food Bank drop-off (43%). There are limited donor drop-off programs to food recovery agencies.
7. Cold storage capacity is the single largest barrier to food recovery agencies from managing more food.
  - a. Addressing the size of cold storage capacity needed by agency will require a more detailed assessment of space availability, electric capacity, ability to afford increased electricity bill, etc.
8. 68% of the food recovery agencies identified Food Safety and Staff Training as a need.
  - a. Food safety should be considered a keystone of any food recovery program. The YFB has a reputable third-party training program that is used to provide this training. This specific answer is a demonstration that access to this training, or other forms of training, are an important consideration when expanding food recovery programs.
9. Driver and staff/volunteers were identified as a need for 43% of the pantries, respectively.

These results provide detailed insight into the current landscape of food recovery in the region, where food recovery networks are complex. The specific regional differences need to be considered when approaching food recovery programs, in order to ensure funding can be used most effectively. To account for these regional nuances, specific information was mapped. The survey asked three questions regarding the ability for donors to expand current capacity. 1) Could your recovery more food each month with your current capacity? 2) Do you have current plans to purchase or expand new infrastructure? 3) Can you add new food donors to your route? Food recovery agencies that responded favorably to any of the three questions were plotted with Tier One generators that lack food recovery programs and Tier Two generators, who are often more challenging to bring into edible food recovery programs.





The map demonstrates the clusters of food recovery agencies in denser population areas. These clusters could serve as the framework for a more decentralized approach to food recovery programs. Notably, the City of Winters does not have any local food recovery agencies. Based on information provided from YFB, the citizens of Winters are provided food through three agencies: YFB, Rise, Inc., and the Short Term Emergency Aid Committee. More details regarding a Winters specific program are discussed in Section 6.4.

Additionally, there are ten food recovery agencies that have partnered with YFB to conduct Grocery Rescue, a program through Feeding America grocery store partnerships. The Team cross referenced this list of approved YFB partners, that are already picking up food directly from grocery store locations, against the surveyed non-profits that expressed they have existing capacity, detailed above. The food recovery agencies that met those parameters have been identified as key pantries that could be supported to meet both the objectives of SB 1383 and to catalyze a broader, more sustainable network of food recovery. Additional recovery agencies, who are not grocery rescue partners, but through the surveys appeared to be important partners in the community, have been further added. The following eight partners have been identified as potential short-term logistics partners that should be strengthened through funding. A plan for how to fund these partners is presented in Section 6.4.

Name of Food Recovery Agency	Location	Grocery Rescue Partner (Y/N)	Have Available Current Capacity?
Davis Community Meals	Davis	Y	Y
Homeward Bound Outreach, Inc.	Woodland	Y	Y
Holy Cross Food Locker	West Sacramento	Y	Y
Countryside Community Church	Esparto	Y	Y
Mercy Coalition of West Sacramento	West Sacramento	Y	Y
ASUCD The Pantry & Aggie Compass	Davis	N	Y
Woodland Volunteer Food Closet	Woodland	N	Y
Yolo Crisis Nursery	Davis	N	Y
RISE, Inc	Esparto	N	Y

Notably, YFB has reported there are six Tier One donors that supply less than 5,000 pounds of edible food per year. These donors could be optimal candidates for food recovery partners to complete the pick-ups, where YFB’s operations could better serve large bulk donators, allowing for more efficient routing and collection programs and relieving some operational pressure at the YFB<sup>9</sup>. They include:

Name of Generator	Location	Annualized Pounds per YFB Records
Raley’s Bakery	West Sacramento	1,130
Safeway – Feed the Need	Yolo County	2,050

<sup>9</sup> YFB did not provide the Team its collection routes or pick-ups for a complete assessment. Snapshots of driver logs were provided, which serves as a basis for our understanding of their routing operations.

Name of Generator	Location	Annualized Pounds per YFB Records
Pitco	West Sacramento	4,740
SunFoods	Woodland	3,864
Mariani Nut Company	Winters	3,002
Davis Co-Op Market	Davis	2,540

Most importantly, these partners represent an initial snapshot of the current programs, where there are key objectives to strengthening these pantries over the short-term (one to three years). Providing strategic “Logistics Funding” for these food recovery agencies would serve several important purposes:

1. Allow the food recovery partners to expand existing collection of current Tier One donors and onboard nearby Tier One donors for SB 1383 compliance, without reliance on a large capital infrastructure expansion at the YFB, which will take one or more years depending on when funding can be identified.
2. Shore up the food recovery agencies ahead of the Tier Two compliance start date, which will require these types of partners. Tier Two generators are not likely to be serviced by YFB or require the use of the distribution center.
3. Aid YFB in reducing some of the current capacity bottlenecks faced at the facility over the short-term period.

This list of non-profits should be fully vetted in accordance with Section 6.4, where additional partners who can meet the program requirements can be further added to help support the network. The County should make the additional following steps to address the challenges that were identified in the surveys, to support food recovery agencies beyond this Logistics Funding.

1. Invest in scales for measurement of food both at a pantry level (bench scales) and for volunteers (briefcase scales).
2. Provide Food Recovery Supply Kits to each non-profit that contain thermometers, freezer bags and freezer blankets to enhance the food safety of current collection programs.
3. Invest in E-Food Safety Training for 4-5 individuals at each pantry. Training is on-line, a 2-hour course and certificates last for 2 years.
4. Provide third-party safety audits to QC pantry locations and provide further, on-site and specific training.
5. Increase Cold-Storage Capacity of both refrigerators and freezers. An initial funding placeholder has been made for this item where specific details for the pantries must be refined (including available space, electric capacity and ability to pay increased electric bills) must be assessed before installation of cold storage.
6. Expand Meal Connect software program across all food recovery agencies. Food Bank could be reimbursed for their expenses regarding training pantries on the software.
7. Fund the Food Bank to specifically manage donor on-boarding, contracts and administration.

### 6.4 Logistics Assessment

All nine identified food recovery agencies reported they have existing capacity to onboard new donors and manage more food. This existing capacity should be further strengthened to support the compliance requirements of SB 1383. For SB 1383 specifically, there are reports that existing donors are not

donating to the maximum extent possible. Further, nine Tier One generators require compliance by January 2022. YFB has reported they are unable to expand their existing collection program without a significant infrastructure enhancement, which will take 1-3 years depending on the speed to which they can fund the project. A short-term solution would overcome this obstacle as well as provide the necessary infrastructure to prepare the region for compliance for Tier Two generators that will begin in 2024. A recommended budget has been suggested of \$150,000 that can provide support for these nine agencies. Funding could be used to lease vehicles, assist with paying for drivers, covering logistics fees of other forms of transportation etc. To best identify how to use these funds further questions must be answered specific to each of the agencies in order to better identify how these funds can be best used:

1. Can the agency augment a current pick-up to collect the new donor with funds for fuel, driver, other?
2. Is the agency managing food safely?
3. Does the agency need supplies or distribution support? For example, are additional staff needed to provide more distribution days?
4. Are there additional logistic solutions that could work to bridge the collection gap? For example, could Yellow Taxicab, or other existing logistics trucks from suppliers be used to deliver food?

Developing a strong and trusted relationship with these pantries by engaging them in the process, soliciting feedback, conducting ride a longs and site visits are important aspects of this Logistics Assessment. This Assessment can be used to bring other agencies on-board over time as the program matures, or as otherwise identified or required.

### **City of Winters**

An important consideration for the City of Winters is how food recovery agencies from other jurisdictions will be required to service their Tier One and Tier Two generators since there are no food recovery agencies located within City boundaries. It has been reported that the community is provided food from three agencies (YFB in Woodland, Rise, Inc. in Esparto, and the Short-Term Emergency Aid Committee in Davis). Key questions for Winters include:

1. Can any of these agencies pick-up food from the generators in Winters?
  - a. If no, what food agencies can provide this service in Winters?
2. What support do they need to service these generators?
3. How should funding be equitably shared among jurisdictions for these activities?

Winters, as a small community with limited generators that are mandated to comply with SB 1383, where it would be best positioned partnering with neighboring communities to assist in ensuring the infrastructure is in place for compliance, especially as the Winter Unified School District must capture edible food by 2024.

## **7.0 Evaluation of Food Bank Operations and Financial Request**

### **7.1 Background**

Around Food Care Executive Director (Mike Learakos) participated in numerous, extensive conversations with YFB CEO Michael Bisch via phone, text, email and in person in an effort to best understand the breadth, scope and role YFB plays throughout the County as it relates to the food bank's overall operation and its participation in excess edible food recovery. These conversations were supported by an on-site tour of the distribution center in addition to that of partner food recovery

agency throughout Yolo County. The Team reviewed the food bank's proposals to the County as well as their audited financials and even submitted the financials to multiple independent financial institutions in Southern California to provide further independent review and analysis.

The team has extensive experience in food recovery and supply chain optimization which was used to analyze the throughput and capacity of Yolo County, under current conditions where there are remaining impacts of the COVID pandemic. After reviewing the various food bank proposals to the county and gaining an understanding of the YFB operating models, the Team submitted a list of follow-up and clarifying questions related to the complexities of servicing an expansive county. While Mr. Bisch and the YFB team was very cooperative in promptly responding to our requests, the absence of detailed logistical data (driver logs and routing information) prevents us from being able to effectively analyze the food banks throughput and capacity with a high degree of certainty. We were able to gain an understanding of the role YFB plays in edible food recovery in Yolo, which is unique in California, but can potentially increase their operational efficiencies.

## 7.2 Regional Considerations

Currently, the model used to recovery excess edible food from Tier One donors is for the bulk of food recovery operations to be conducted by YFB using their refrigerated trucks and staff. Excess food rescued by YFB is then transported to the food bank's distribution center to be sorted and prepared for distribution to the larger food recovery network throughout the County. This model has largely been funded through use of pandemic relief funds and is unsustainable.

The advantage of this food bank centric model is twofold. 1) Refrigerated food bank trucks and trained staff greatly reduces the possibility of compromised food safety. 2) The ability to distribute recovered food through the broader food recovery network allows food recovery agencies the ability to pick and choose the product they can use. This ultimately reduces food waste that results from NPO's picking up excess food directly from a donor without the ability to redistribute the food that cannot be used to the volume or the type of product.

The challenge associated with the current model is the potentially high operating cost associated with transporting food in an expansive County to one central location, rather than keeping the recovered product as close to the point of pick up as possible. It is important to note that current operations do not provide a solution to those food waste generators identified as Tier Two donors also required to donate all their excess edible food. Despite the detailed questions and answers between the YFB and the Team and the review of supporting documentation there are still significant questions in our understand of the YFB operation. 1) There was not sufficient detail provided to fully analyze throughput and capacity at YFB. 2) An in depth review of each food recovery agencies' operations as it relates to their specific role in the flow of food. 3) The unknown status of YFB's funding request from the county for ARP funds, and 4) The uncertainty as to how the state will distribute resiliency funds through the California Food Bank Assoc. These gaps will be resolved in time through the investment in reporting software and the development of the network. We feel the County is in the best position to proceed with a short-term plan that allows compliance for Tier One and Two generators, while these variables become clearer. This 12–18-month plan will also give the County, YFB, the food recovery network, and even food donors, the opportunity to crawl, walk, then run, increasing the potential for long term success.



### 7.3 YFB Recommendations

The YFB distribution center is currently operating at double its capacity because of the large influx of food from the pandemic. These operations were supported by pandemic relief funds, which are not sustainable for the food bank. The YFB has identified an expansion of the distribution infrastructure that would resolve much of the capacity challenges it is facing. Should funding be identified for this expansion immediately, it will require a minimum of 12 months for it to be operational. This necessitates the development of the non-profit agencies to recovery and distribute food, while funding sources are identified for the expansion. Additionally, this will allow time for the operation to normalize after COVID, and for both ARP and resiliency funds to be identified for specific items to support the network, or YFB.

The team recommends the following programs to support YFB and the broader network:

1. Funding to support the onboarding, training and management of moving all food recovery agencies to Meal Connect.
2. Funding to support the management of donor and food recovery agency contracts.
3. A Program Coordinator would allow YFB to onboard new Tier 1 donors and expand recovery of existing donors.
4. YFB identified two pallet jacks require replacement. Investing in these pallet jacks will ensure that their throughput of food wont be further hindered.
5. To increase the throughput at the distribution center, the Team recommends funding sorting supplies, a distribution truck, driver and a warehouse associate.
6. The logistics fee should be funded to help offset the costs faced by food agencies for purchasing food from the Food Bank. Not only would this provide a direct benefit to the food recovery agencies, but this would also additionally encourage greater collection of food and capacity throughput.
7. Consider a partnered capital campaign to help generate the funding necessary for the development of the second warehouse for YFB. This partnership could better address the expectations regarding the use of potential ARP and resiliency funds and how they could be used to execute recommendations identified in this report.
8. Capital costs could be tiered, or phased, to ensure the funding assist the food recovery agencies and YFB to meet specified objectives and targets, to deliver more funding.
  - d. Set up standard reporting platform
  - e. Ensure clear benchmarks are identified and in place
  - f. Create donor targets and efficiency metrics

This program will allows the food recovery landscape to develop, meet impending compliance requirements for SB 1383, support the mission of YFB and lay the important groundwork necessary for the secondary compliance requirements for Tier Two edible food recovery participation.

## 8.0 Funding Recommendations

The funding recommendations have been provided based on the surveys of the Tier One generators, the detailed assessment of the food recovery agencies, and the information and documentation provided by the YFB. The regional specifications have been considered as well as the timing of this report, where the YFB operations has borne the brunt of the COVID pandemic but has run out of COVID relief funds to sustain their heightened operation. At this time, and given these circumstances, it is most prudent for the County to move forward with a short-term (one to three year) plan, where steps can be made to

assist the capacity and distribution bottlenecks that exist at the distribution center, while also bringing the mandated generators into compliance, while also making strides to support the broader network of agencies through multiple programs. It has been recommended to pilot a food reprocessing kitchen that will further help the capacity strain at YFB, as well as help prepare the community for on-boarding Tier Two generators.

**Funding Programs to Support Food Recovery Agencies**

Budget Item	Quantity	Approx. Price	Total	Notes	Alternative Program
Bench Scales	30	\$579	\$17,370	Scales for food agencies	
Briefcase Scales	88	\$111	\$9,768	Scales for volunteers conducting pick-ups. Each pantry would receive two.	
Logistics Fund	9	\$16,667	\$150,000	Pantry logistics should be shored up to relieve the capacity pressures of the Food Bank, and on-board required Tier 1 donors. Nine pantry locations have been identified across the region.	These funds should be administered after a more detailed Logistics Assessment has been completed.
Food Recovery Supply Kits	88	\$150	\$13,200	Thermometers (\$65 each), freezer bags (\$40), freezer blanket (\$45) Two kits will be provided to each non-profit.	
Third-party Safety Audits	44	\$175	\$7,700	Audits to QC food pantry operations that provide training during the audit process.	
E-Food Safety Training	200	\$7.95	\$1,590	2hr online food safety training program, or 4-5 people per pantry.	
Increase Cold Storage Capacity - 1 to 3 door refrigerators	20	\$3,380	\$67,600	Average pricing for 1-3 door refrigeration. More information is needed on space availability, electric capabilities etc. This would also qualify for resiliency funding.	This could be spread over two years.
Increase Cold Storage Capacity - 1 to 3 door freezers	18	\$4,680	\$84,240	Average pricing for 1-3 door freezers. More information is needed on space availability, electric capabilities etc. This would also qualify for resiliency funding.	This could be spread over two years.

**Item 6B - Attachment 2**

*Edible Food Recovery Capacity Study and Funding Assessment*

Budget Item	Quantity	Approx. Price	Total	Notes	Alternative Program
Software Program	29	\$50.00	\$14,500	Food Bank could promote the use of MealConnect, a software supported by Feeding America. 29 pantries have expressed a desire for software, where 4hours would be required to onboard each pantry and support them over the course of the year. A fully loaded rate of \$50/hr is assumed for the Food Bank employee. These funds are designed to offset an existing salary, or for temporary staff as needed.	Chowmatch is an alternative software program that could cost \$7 -10,000 per year plus an administrator and training costs.
Management of Contracts	44	\$50.00	\$8,800	Food Bank is in the most optimal position to manage contracts between donors/recipients. It is assumed it will take a minimum of 4hrs per year for each agency. These costs must be revisited for Tier 2 donors. These funds are designed to offset an existing salary, or for temporary staff as needed.	A third-party organization could be hired to manage these contracts.
<b>Total</b>			<b>\$374,768</b>	<b>Year One Cost*</b>	

\*Note that some infrastructure can be spread over multiple years. Additionally, several costs are one time infrastructure investments where annual costs would be reduced in subsequent years.

**Funding Programs to Support YFB Operation**

Budget Item	Quantity	Approx. Price	Total	Notes	Alternative Program
Program Coordinator	1	\$88,500	\$88,500	Food Bank Program Coordinator to expand current edible food collected from existing donors and on-board new donors. This would cost an annual salary of \$75,000 plus 18% for benefits. This is based on YFB numbers.	
Program Coordinator Expenses	1	\$7,500	\$7,500	Program Coordinator expenses including transportation reimbursement, marketing materials, etc. Based on YFB numbers	
Pallet Jacks	2	\$6,000	\$12,000	Replace existing pallet jacks that need replacement.	

Item 6B - Attachment 2

Edible Food Recovery Capacity Study and Funding Assessment

Budget Item	Quantity	Approx. Price	Total	Notes	Alternative Program
Sorting Supplies	1	\$21,280	\$21,280	The Food Bank ramped up operations during the COVID pandemic, where pandemic has ceased. It is expected that Food Bank operations will stabilize to a new normal amount. In the meantime, Food Bank should be supported to ensure the food they have can be distributed easier to assist in their capacity demands.	
Logistics Fee Offset	1	\$115,200	\$115,200	Offset of logistic fees charged to pantry. This reduces the overall cost for all pantries who are shopping at the food bank providing a cost savings to the entire network.	
Distribution Truck	1	\$34,450	\$34,450	Enhancing Food Bank's distribution will put less of a strain on their existing operation. Leased 26 ft refrigerated freightliner truck (\$2,000 per month for a three-year lease) that can be used for pick-ups and deliveries. Cost includes fuel, insurance and registration, based on YFB data.	
Driver	1	\$53,000	\$53,000	Operate truck for YFB, rate of \$25.37 per hour fully loaded.	
Warehouse Associate	1	\$55,000	\$55,000	One full time, or two part time associates to assist in distribution.	
<b>Total</b>			<b>\$386,930</b>	<b>Year One Cost*</b>	

\* Software Program administration and Management of Contracts would be funded through the Food Bank but provide a direct benefit to the food recovery agencies and broader network. This is an additional \$23,300 per year, where the total funds to YFB would be \$410,230. Similarly, an offset for the logistics fee assessed by YFB to the food recovery agencies of \$115,200 has been added. By removing this logistics fee food recovery agencies would be able to freely pick-up, or receive food, from YFB without the burden of an additional expense.

**Food Reprocessing Kitchen Pilot**

Budget Item	Quantity	Approx. Price	Total	Notes	Alternative Program
Food Reprocessing Kitchen- Pilot	1	\$150,000	\$150,000	Augment existing kitchen spaces to further relieve capacity. A pilot program at the Woodland Community College Culinary program would be an ideal fit. This would offset capacity challenges at YFB and the pilot could be expanded as needed. Funds include oven, blast freezer, vacuum sealer, supplies, bags, labels, instructor stipend, facility fee.	
Food Reprocessing Kitchen Coordinator - Pilot	1	\$28,000	\$28,000	For the pilot an individual at the College would be needed to oversee the program and work on the logistic items between the food bank and the pantries.	
<b>Total</b>			<b>\$178,000</b>	<b>Year One Cost</b>	

In total, a one-year cost of \$939,698 would ensure compliance with SB 1383, provide significant assistance to all food recovery agencies in the County, address the most urgent needs identified by YFB and provide a significant foundation to a broader, regional, food recovery program.

## Appendix A. Survey Questions for Food Recovery Agencies and Tier One Generators

## Yolo County Outreach: Pantries & Tier One Generators

### Introduction & Explanation:

- **Introduction:**
  - Hi, My name is \_\_\_\_\_ from Abound Food Care. We're calling on behalf of the County, assisting in the preparation of SB 1383 and increased food recovery.
    - Pantry: We were hoping to ask about your food distribution, needs and capacity. (Make sure you are talking to someone who would be able to provide this information).
    - Generator: We were hoping to speak to you about your food donation program.
  - May I speak to the pantry/store manager?
- **Explanation:**
  - Pantry: We are working with the county to make sure you have what you need as it is expected that new donors and food donations could be increasing in the near future due to SB1383. We want to make sure that the pantry system is supported during the implementation of SB 1383 mandates.
  - The goal is to reduce the amount of food that would normally end up in the landfill.
  - Pantry: We are calling to talk to pantries about their current capacity and if you have any needs that would allow for your pantry to serve more people, recover more food and build your pantry's capacity.
- **Closing:**
  - If the pantry has expressed the need for more capacity, ask the following:
    - Would you mind if we included the needs you expressed in our report to the county to work on a plan to build capacity. By knowing pantry's capacity and needs, it allows a complete picture of the resources needed to keep food out of the landfills and feed those in need. Your specific responses will have a certain level of confidentiality. Responses will be shared as a whole and not by individual response.

### Pantry Questions:

- **Food**
  1. How much food are you recovering per month? In pounds. (If they do not track monthly, ask for whatever they have)
    - a. How much of that is recovered vs donated food vs purchased?
  2. What kind of foods does your pantry accept from food recovery? (ex: produce, fresh grocery, cold prepared foods, hot prepared foods, etc.)

Appendix A. Survey Questions for Food Recovery Agencies and Tier One Generators

- a. What types do you not accept?
  3. Where do you usually receive donations from? (Grocery store, restaurants, schools, distributors, growers, processors etc.)
  4. How much of those donations are coordinated through the food bank? (a percentage is fine)
  5. Has Covid affected your operation? If so, how?
  6. Do you need resources to accurately weigh recovered food? Scales? Pallet jacks with scales?
  7. If given the option, how much more food could you recover each month with your current capacity?
  8. Do you have existing written agreements with any of your donors?
- **Capacity**
    1. How much storage space do you have? (A room, a closet, a full kitchen, etc.)
    2. Freezer space? (What is the equipment available) Fridge space? (What is the equipment available)
    3. Cold Storage availability? (What is the equipment available)
    4. Dry storage? (Shelving)
    5. Do you have current plans to purchase or expand new infrastructure? (Shelving, fridge, freezer, another space)
    6. Can you add new food donors to your route? If so, how many?
  - **Logistics**
    1. How do you usually receive your food?
    2. Volunteer picks up and drop off?
    3. Donor drop off?
    4. Food Bank drop off?
    5. Pantry staff picks up?
    6. What is your capacity to add more stops to your current routes?
      - a. If there are new donors added to your routes, would your pantry be equipped to handle those additional logistics operations?
  - **Needs**
    1. If you are unable to accept more food or add new donors, what would you need most to recover additional food and begin working with new donors?
      - a. Do you ever lack the staff or volunteers needed to recover available food?
      - b. Refrigeration?
      - c. Scales?
      - d. Drivers?
      - e. Software?
      - f. Food Safety and Staff training?
      - g. Other?



Appendix A. Survey Questions for Food Recovery Agencies and Tier One Generators

**Tier One Generator Questions:**

1. Does your establishment donate excess edible food?
2. If no, what are the barriers you face in donating?
3. If yes, what pantry/non-profit do you donate to?
4. Do you have a written agreement with the pantry/non-profit you donate to?
5. What is the best time and day of your week for the County to have a meeting?

## Appendix B. Tier One Generator Survey Responses

Name	Phone	Site Address
ARTEAGA'S SUPERMARKET INC.	<a href="tel:(916)375-0598">(916) 375-0598</a>	940 Sacramento Ave, West Sacramento, CA 95605
CRACCHIOLOS MARKET	<a href="tel:(530)662-3213">(530) 662-3213</a>	1320 E Main St, Woodland, CA 95776
GROCERY OUTLET - DAVIS	<a href="tel:(530)757-4430">(530) 757-4430</a>	1800 E 8th St Suite B, Davis, CA 95616
GROCERY OUTLET - WEST SACRAMENTO	<a href="tel:(916)372-6575">(916) 372-6575</a>	845 Harbor Blvd, West Sacramento, CA 95691
LA SUPERIOR SUPERMERCADOS	<a href="tel:(530)661-3255">(530) 661-3255</a>	34 W Court St, Woodland, CA 95695
LORENZO'S TOWN & COUNTRY MARKET	<a href="tel:(530)795-3214">(530) 795-3214</a>	121 E Grant Ave, Winters, CA 95694
MERCADO DEL VALLE	<a href="tel:(530)662-0676">(530) 662-0676</a>	500 Kentucky Ave, Woodland, CA 95695
WEST LAKE MARKET	<a href="tel:(530)792-1698">(530) 792-1698</a>	1260 Lake Blvd, Davis, CA 95616
ESPARTO SUPERMARKET	<a href="tel:(530)787-3349">(530) 787-3349</a>	17343 Fremont St, Esparto, CA 95627
BATEMAN SENIOR MEALS (COMPASS GROUP)	(916)376-0568	849 F st. West Sacramento, Ca 95605
CALIFORNIA SANDWICH CO	<a href="tel:(425)319-9216">(425) 319-9216</a>	840 Embarcadero Dr suite 40, West Sacramento, CA 95605

COPPER HILL OLIVE OIL	(800) 699-9656	1462 Churchill Downs Ave, Woodland, CA 95776
D & I PURE SWEETENERS	(877) 879-4195	1465 Tanforan Ave, Woodland, CA 95776
INHARVEST	(530) 669-0150	1277 Santa Anita Ct, Woodland, CA 95776
JACMAR FOODSERVICE	(916) 372-9795	3057 Promenade St, West Sacramento, CA 95691
MANI IMPORTS INC.	(916) 373-1100	3601 Parkway Pl, West Sacramento, CA 95691
MONSANTO/Bayer	(530) 666-0931	37437 CA-16, Woodland, CA 95695
North American Food Distribution	(916) 373-0830	3969 Industrial Blvd, West Sacramento, CA 95691
Ricebran Technologies	<a href="tel:9163718301">(916) 371-8301</a>	820 Riverside Pkwy, West Sacramento, CA 95605
Sacramento DC/Frito Lay	<a href="tel:9163725400">(916) 372-5400</a>	3810 Seaport Blvd, West Sacramento, CA 95691
WESTERN FOODS	(530) 601-5991	420 N Pioneer Ave, Woodland, CA 95776
YOUNG'S MARKET COMPANY EXPRESS	(916) 617-4424	3620 Industrial Blvd # 20, West Sacramento, CA 94691
Z SPECIALTY FOOD, LLC	(530) 668-0660	1221 Harter Ave, Woodland, CA 95776

Tier 1 Generator				
City Name	Donation?	If no, barriers?	If yes, what pantry?	Written agreement?
West Sac	yes	N/A		
woodland	yes	N/A	wayfayer (aka Fourth and Hope)- not lately since covid but used to donate every tues and thursday	no
Davis	Rarely (not to a pantry)	Little excess, sell with short shelf life	N/A	N/A
West Sac	yes			
Woodland	no	Definitely interested.	NA	Na
Winters	no not at this time	reliability, has tried with various pantries and they have not been reliable in their pick ups	N/A	N/A
Woodland				
Davis		They have donated food in the past, but don't donate food regularly.	Last year they donated to Davis Community Meals - They have also donated to Yolo County Food Bank in the past	No
Esparto	no	sometimes vendors will take product back with them if there is excess, never thought about food donation before		
West Sac	remove			
West Sac	yes		Loaves and Fishes	

Item 6B - Attachment 2

Woodland				
Woodland	No	No excess. they are a sugar plant and distributor	NA	NA
Woodland	Sometimes		Gleaning for the needy	unsure (did not sound like it)
West Sac				
West Sac	limited		discontinued products are donated to food banks/ churches- infrequent	
Woodland	yes		Yolo Food Bank	No
West Sac				
West Sac	no	No edible food generation; only commercial grade production; Shay - swilliams@ricebrantech.com		
West Sac	no	Expired packages get recycled by Reconserve for animal feed		
Woodland				
West Sac	no	Only spirits and liquor		
Woodland	yes		yolo food bank	no

County Meeting Day of the Week and Time?	Notes	1st contact
	5/7 Currently donate to local churches - sandwiches, drinks, produce and snack items. Donate ~1/month. Asked Joaquin to send an email with the details of the donation	
midweek, 1-2pm	(530)219-1386 Debby Cell Mike's wife who would most likely attend the County Meeting	5/17/2021- Spoke to Manager Mike
wednesdays, early afternoon	If they do have excess, they have a customer that will come in and buy at a reduced price. They believe she gives food to the community.	5/17- spoke toTarek- Manager
flexible	They would like more information on participating	5/18-Manager Miguel not in. He will be in tomorrow 7am-4 pm
mondays and fridays, after 1 pm		5/18: Employee left me on hold
		5/18: No pick up and no voicemail set up
sunday, afternoons		5/24: Gave my direct phone number, will call me back
	"Does not exist anymore. Number disconnected, can't find a Springbrook account? Called and left message w/property manager"	
	jesse@californiasandwhichco.com	

		5/18: phone number disconnected, finding email and will connect through mail
Flexible, business hours	No excess edible food. They distribute sugar	5/18: LVM
Tues, Thurs, Friday anytime. Contact Golnar Emam (530)318-5480		5/18: LVM
	5/3 Left message 4/22 Called John Tilley again Visited 4/2, told to call John Tilley for info (already did)	
	5/5 Edible food is only thrown away if returned from a customer or broken. Discontinued products are donated to local food banks and/or churches - infrequent 4/2 No one in the office. Not open?	
Did not answer	Email response sayign they donated to Yolo Food Bank but did not answer other questions. I am awaiting another email back from my follow up	5/18: jasmine.zamora.ext@bayer.com
	5/3 Sent follow-up email 4/22 Mostly kitchen supplies and tools - sent email to manager to get more	
		5/18:LVM RO
unsure	employee did not know about food donation but was really interested in z specialty participation 1) Most of our product does not expire, so we have very little potential product to donate. That said, we do donate some. 2) When we have product to donate, we first reach out to Yolo Food Bank.	manager not in: try tasty@zspecialtyfood.com



2nd contact	3rd contact			
Spoke to Miguel BP 5/21				
Manager Jessica is in after 2pm BP 5/21				
Call Elizabeth after 12 BP 5/21	5/24- call at 2 pm	5/27- RO could not reach anyone	6/2: RO phone just kept ringing	6/8: no answer
5/27 RO LVM	559-740-6127 Jess	6/8: spoke to Jess (RO)		

copperhillliveoil@gmail.com Sent email 5/21 BP	5/27 RO Sent a follow up email			
Spoke to Chris BP 5/21				
LVM Kaila BP 5/21	LVM Kaila RO 5/24			
) Called corporate and left message for John Tilley				
Emailed Jasmine 5/21 BP information	5/27- RO Sent follow up email	Email response received BP		
LVM BP 5/21	LVM for HR: Amy (530)309-8955	5/27- RO LVM for Amy	6/2: LVM for Amy (RO)	
Emailed again BP 5/21	5/27 RO emailed follow up: Response from Josh Z Nectar Director <josh@zspecialtyfood.com>			

## Appendix C. Summary of Food Pantry and Generator Survey Responses

# Analysis of Capacity Survey: Yolo County

For the People  
and the Planet



**Edgar**  
& Associates

City Council Meeting



# Questions and Answers Food Recovery Agencies

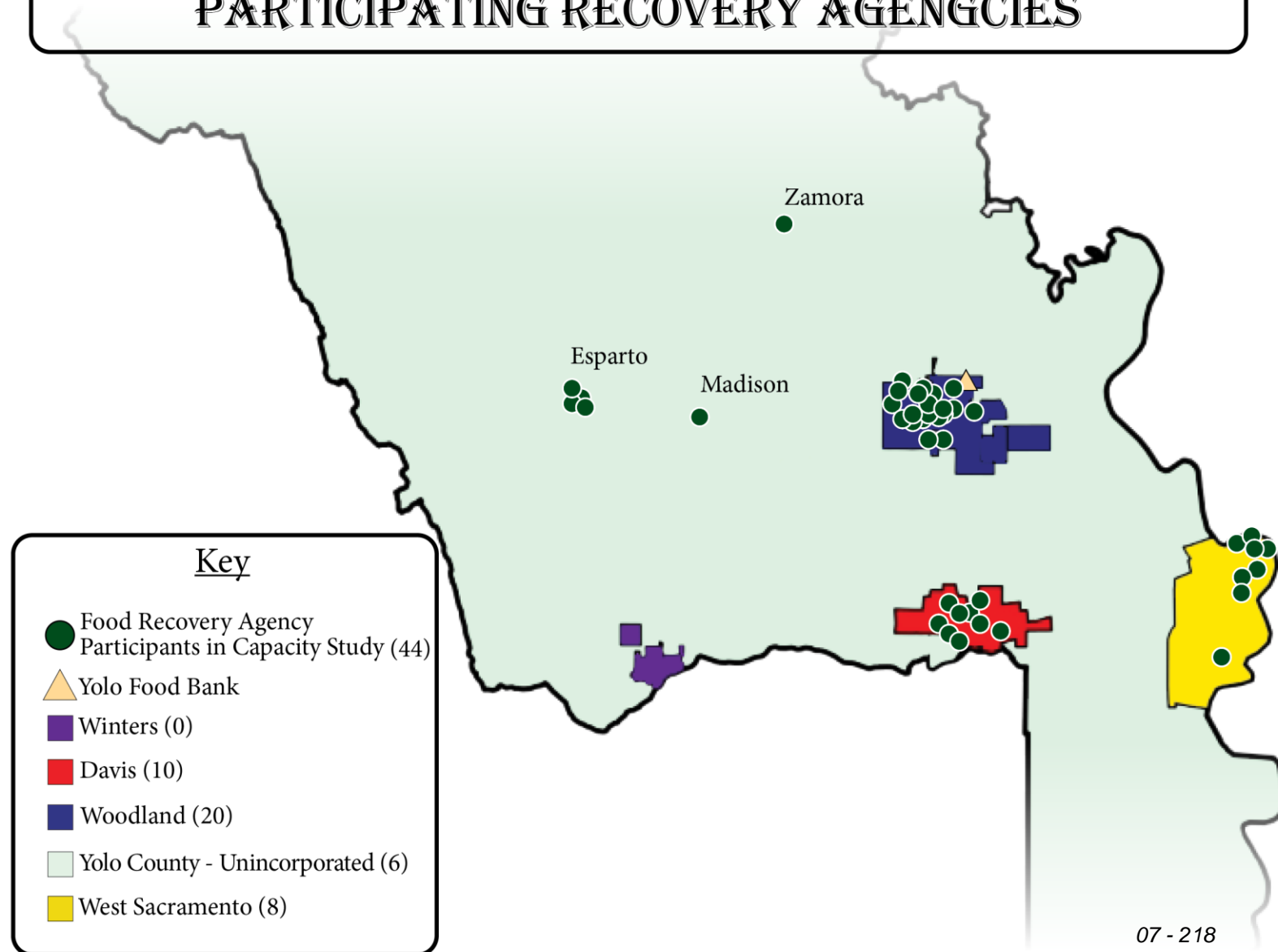




# Food Recovery Agency Survey Overview

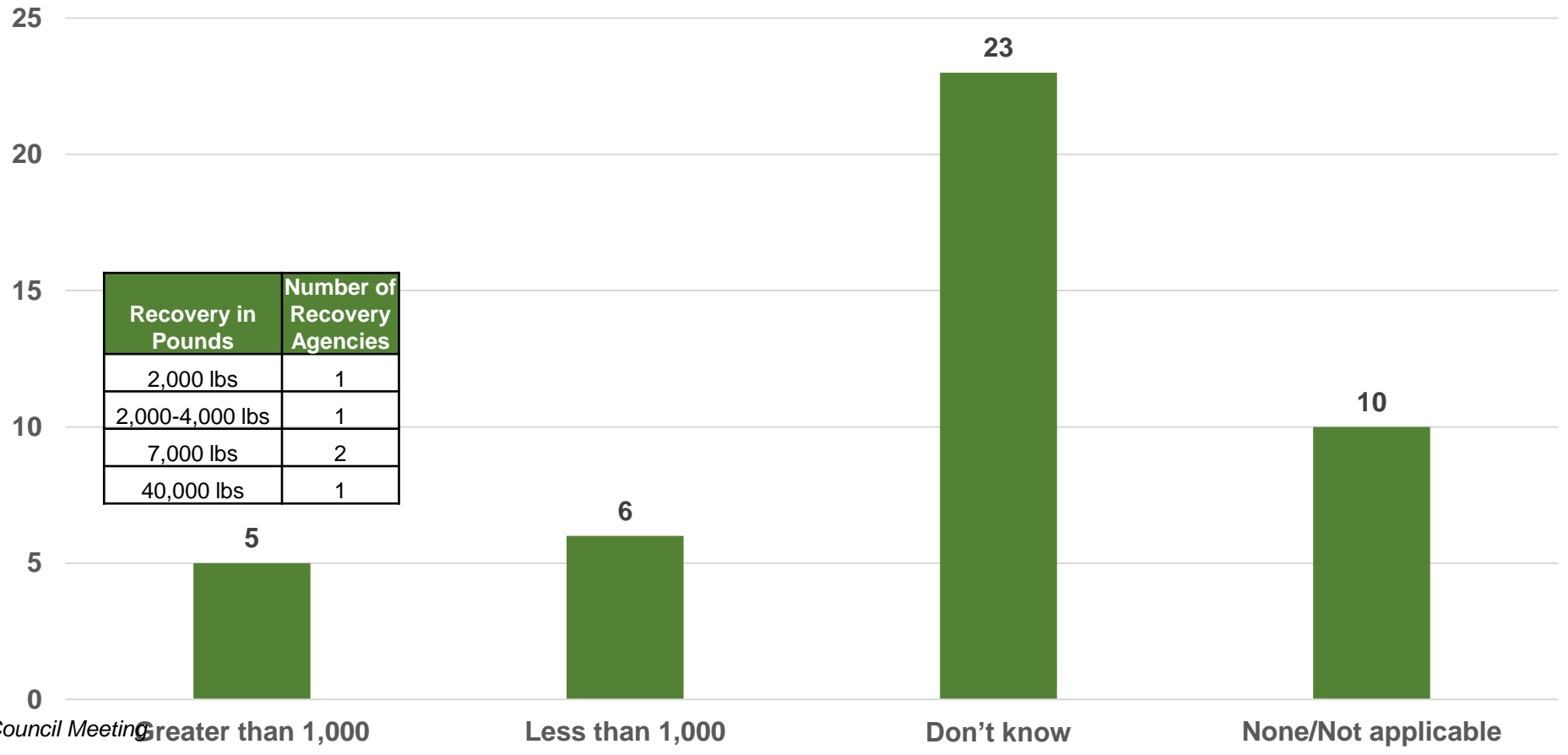
- Surveyed 63 Pantries
  - 19 Did not respond, were closed, inactive or chose not to participate
  - 44 Provided full responses to survey

## YOLO COUNTY CAPACITY STUDY PARTICIPATING RECOVERY AGENCIES



# Question 1: Food

## How much food are you recovering per month (in pounds)?

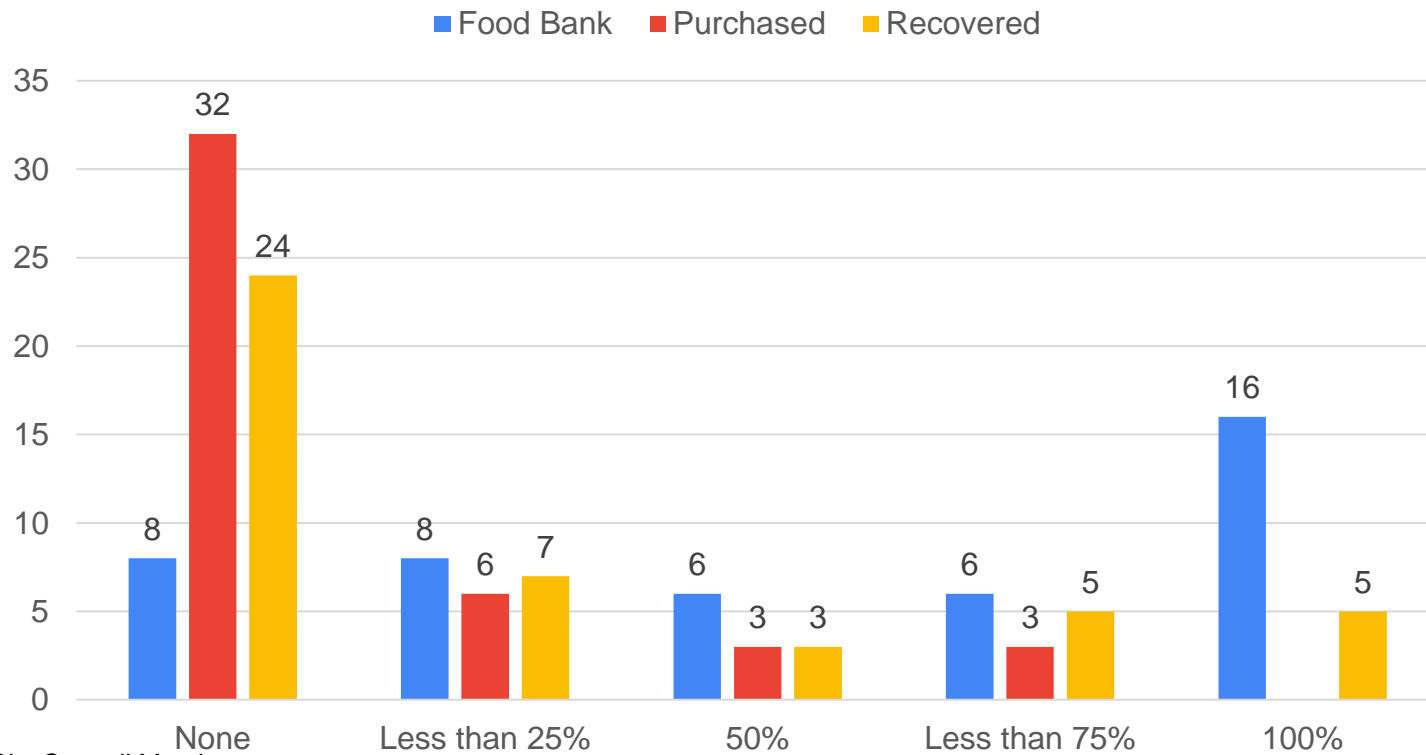


Recovery in Pounds	Number of Recovery Agencies
2,000 lbs	1
2,000-4,000 lbs	1
7,000 lbs	2
40,000 lbs	1



# Question 2: Food

## How much of that is recovered vs donated food vs purchased?



### Notes:

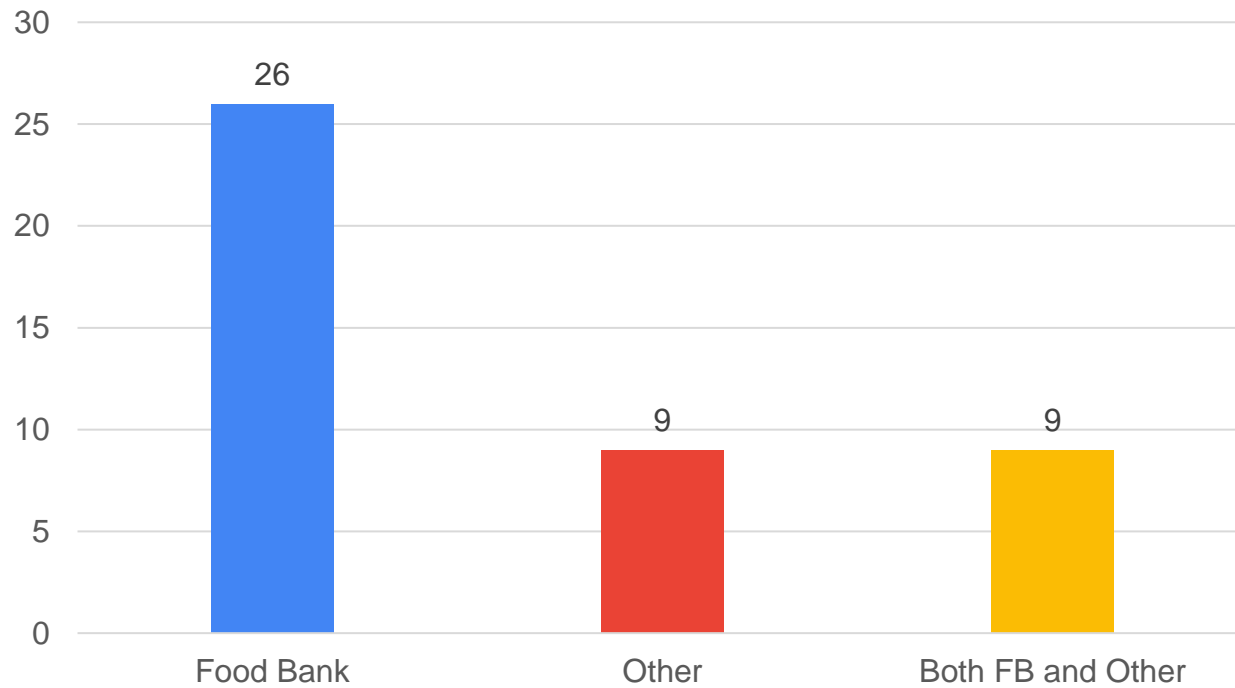
- EFAB is a big source of food for many pantries
- 36% of pantries rely solely on the Food Bank
- 45% of pantries have some level of food recovery now





# Question 3: Food

Where do you usually receive donations from?  
(Grocery store, restaurants, schools, distributors, growers, processors, etc.)

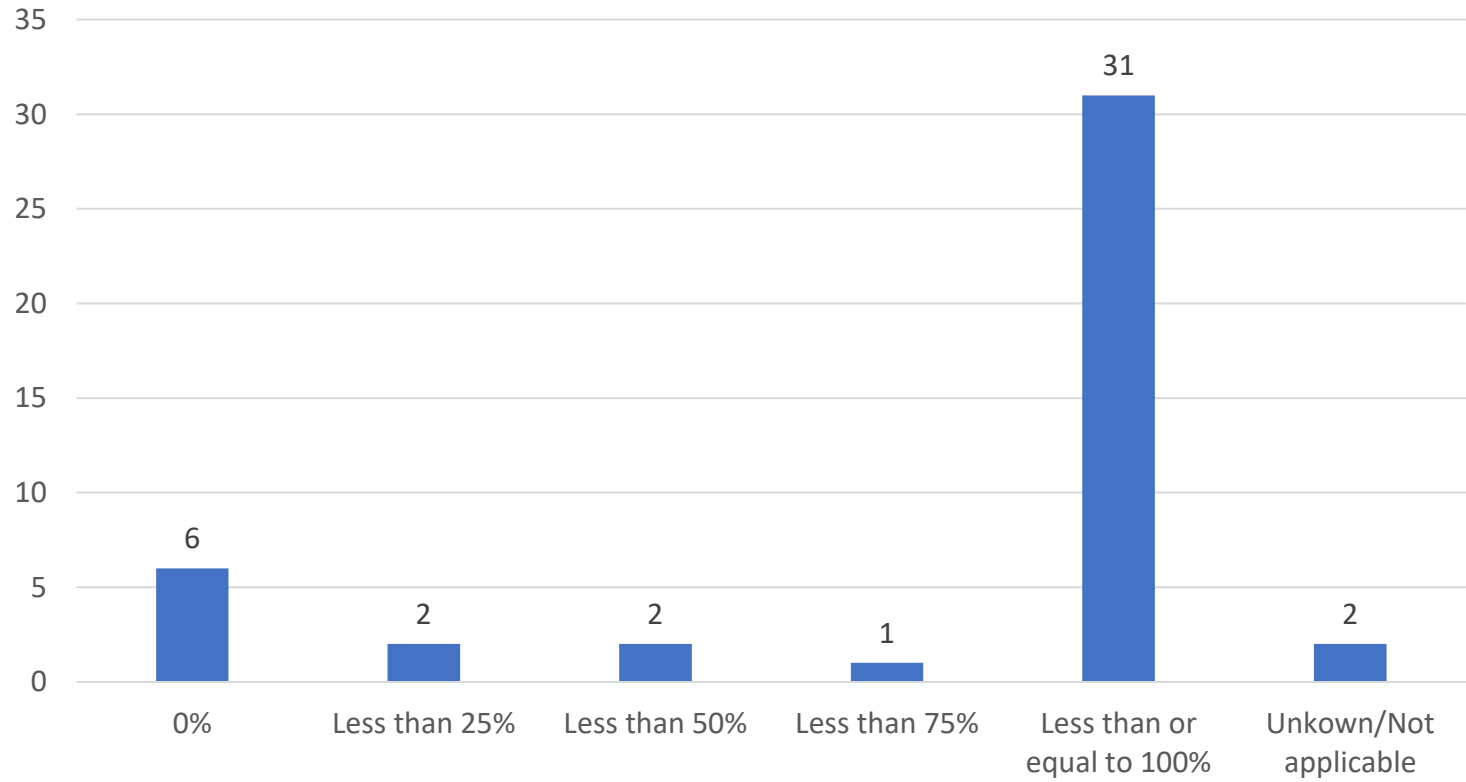


Data here has been aggregated to protect against confidentiality of food sources.



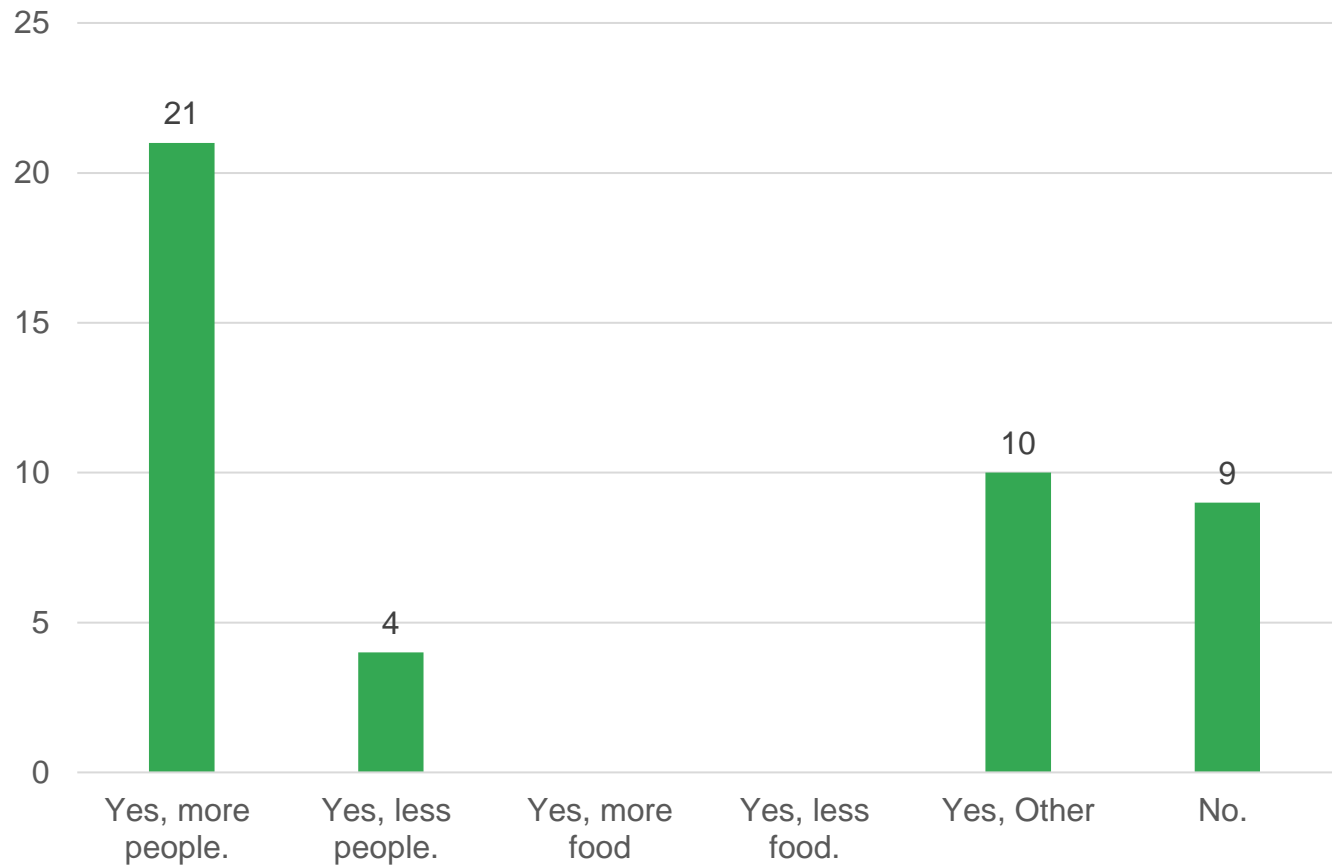
# Question 4: Food

## How much of those donations are coordinated through the food bank?



# Question 5: Food

## Has COVID affected your operation?

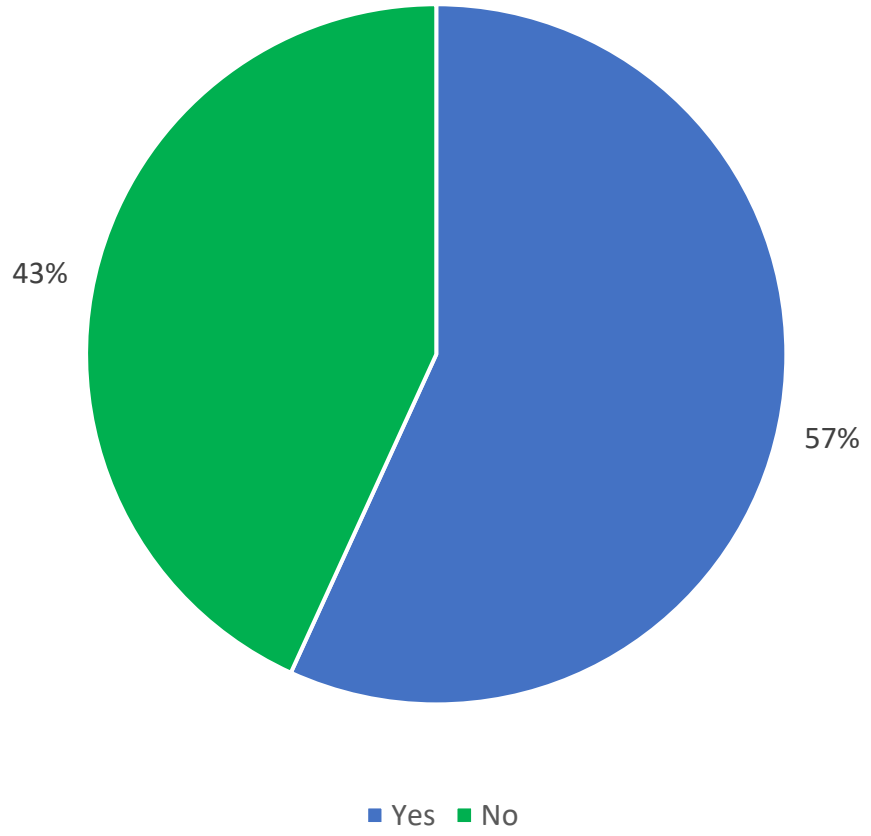


**Notes:**  
- No pantry reported a change in food

- Other included**
- More limited offerings
  - Had to close
  - Several had to modify their operations

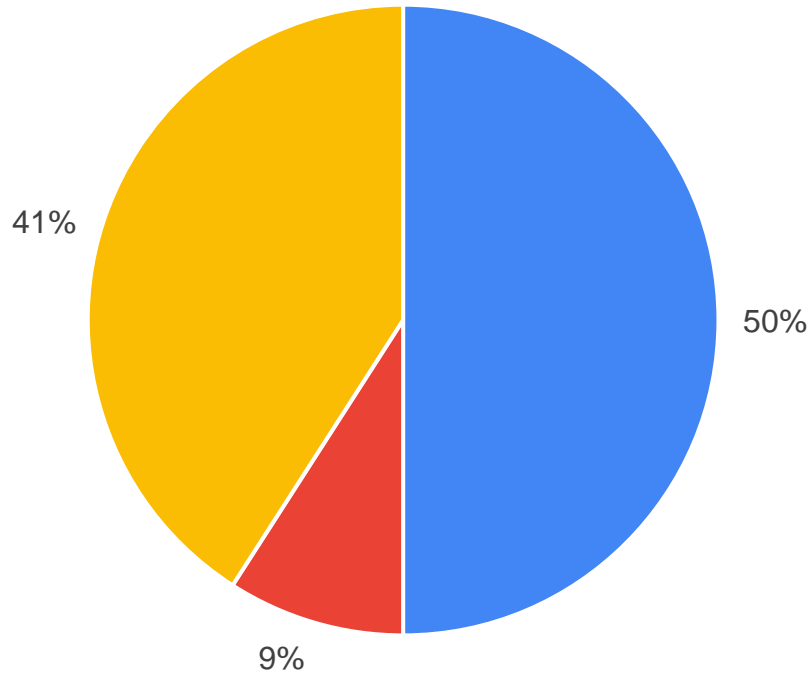
# Question 6: Food

Do you need resources to accurately weigh recovered food? Scales? Pallet jacks with scales?



# Question 7: Food

If given the option, how much more food could you recover each month with your current capacity?



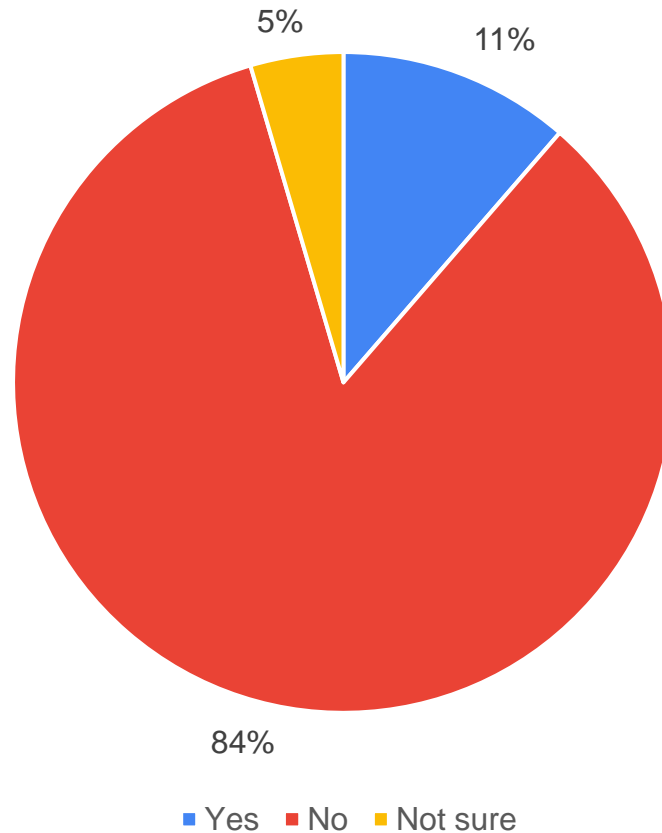
■ None. We don't have the space. ■ Not sure. ■ Yes. There is existing capacity.

Number	Answer
1	100lbs
2	200lbs
1	800lbs
1	1000lbs
1	5,000lbs
4	Lots
1	25% more
1	50% more
4	More Non-Persishable
1	Have Freezer Capacity



# Question 8: Food

Do you have existing written agreements with any of your donors?



# Question 9: Food

What types of food do you accept?  
What types do you not accept?

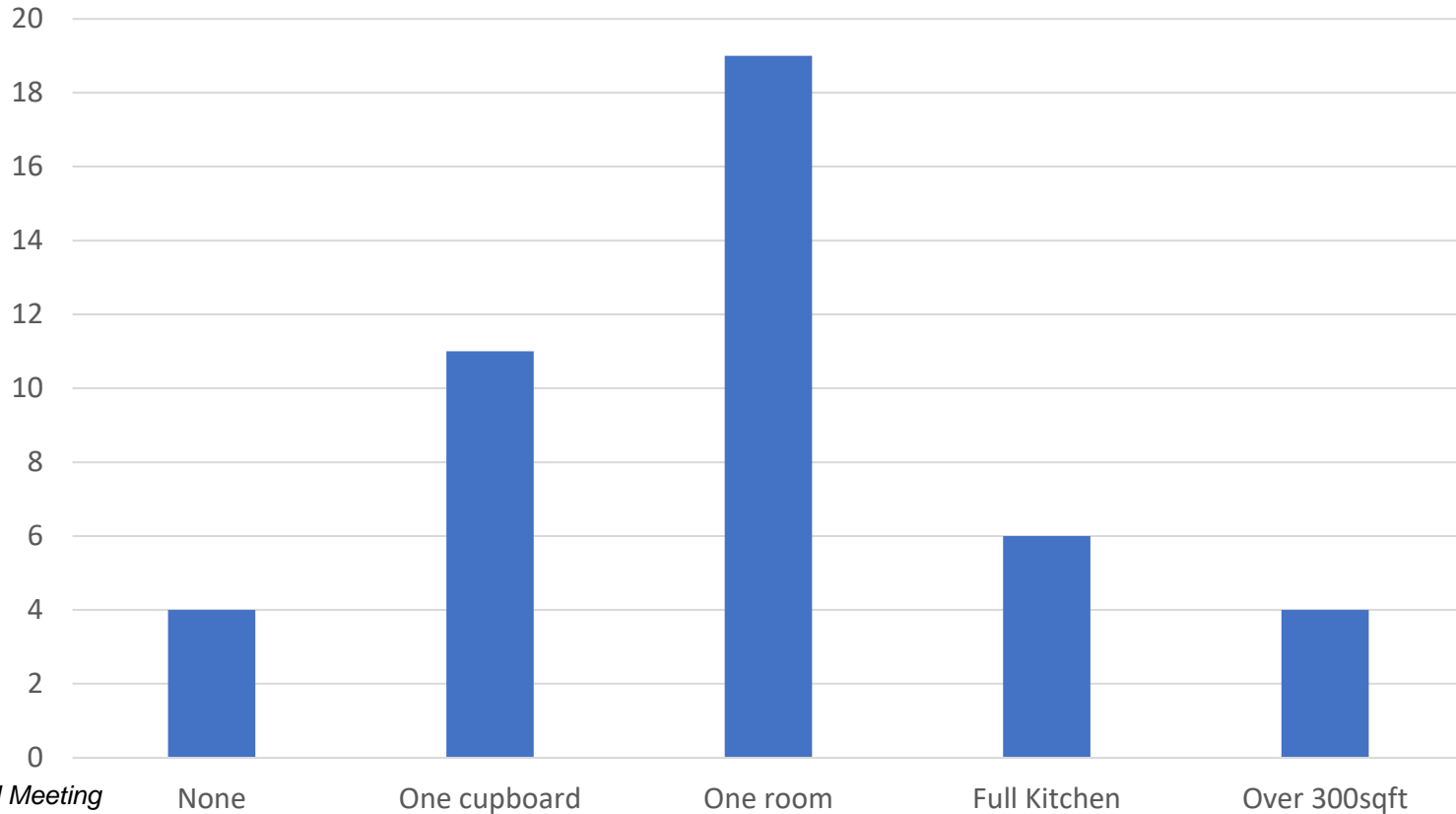


■ All types ■ Non-Perish (mostly or all)



# Question 1: Capacity

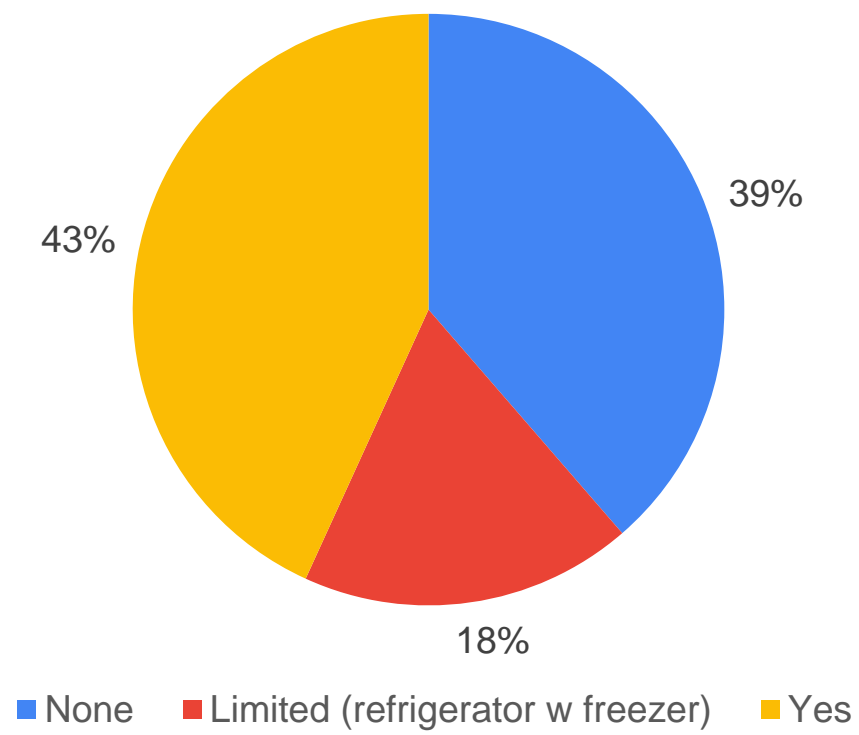
## How much storage space do you have? (A room, a closet, a full kitchen, etc.)





# Question 2: Capacity

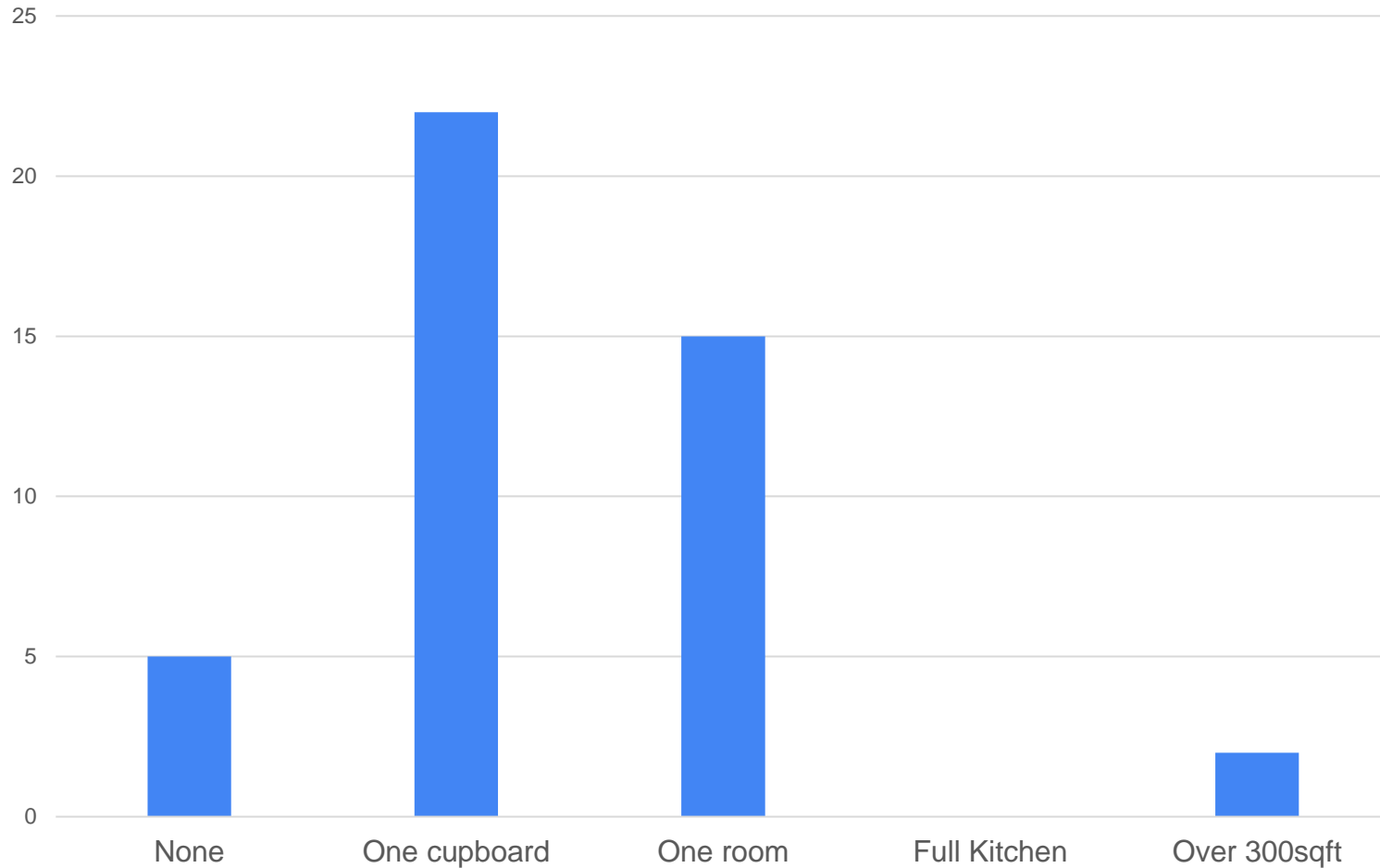
## What is the equipment available for: Freezer space? Fridge space?





# Question 4: Capacity

## Dry storage?



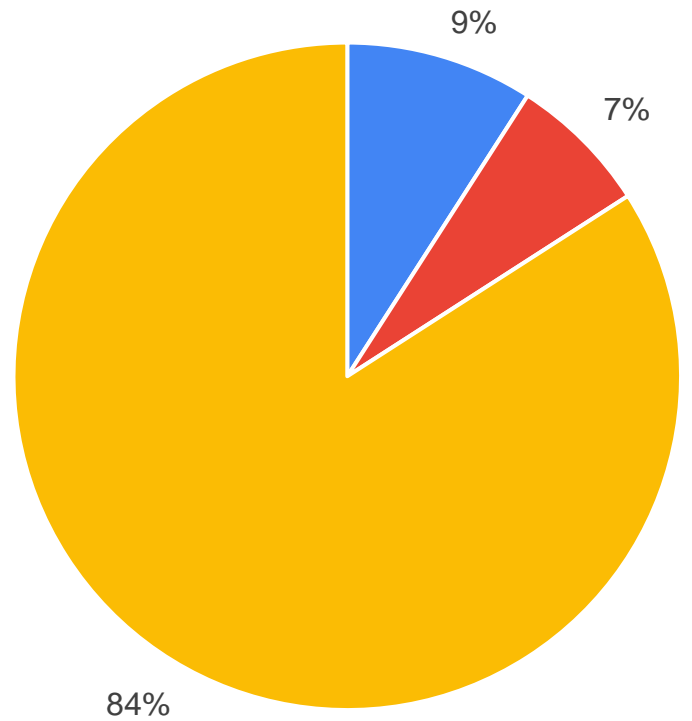
**Notes:**

- One agency reported that they receive and distribute items the same day.
- Several Agencies noted they need more storage.



# Question 5: Capacity

## Do you have current plans to purchase or expand new infrastructure?

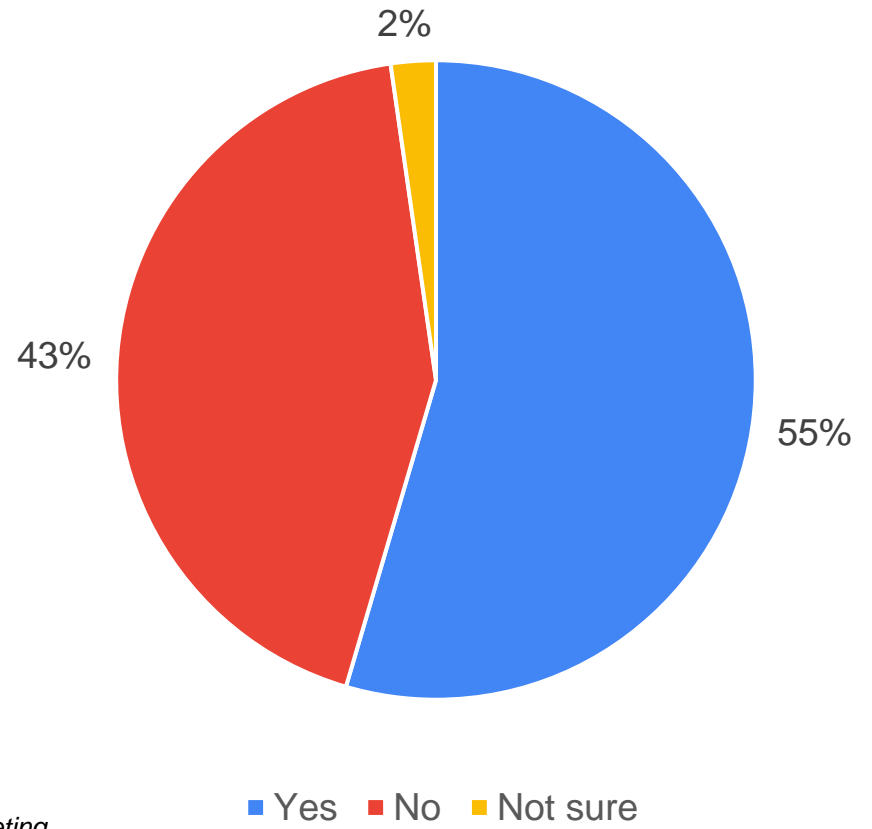


■ Yes, planned or currently happening ■ Would like to ■ No



# Question 6: Capacity

## Can you add new food donors to your route? If so, how many?



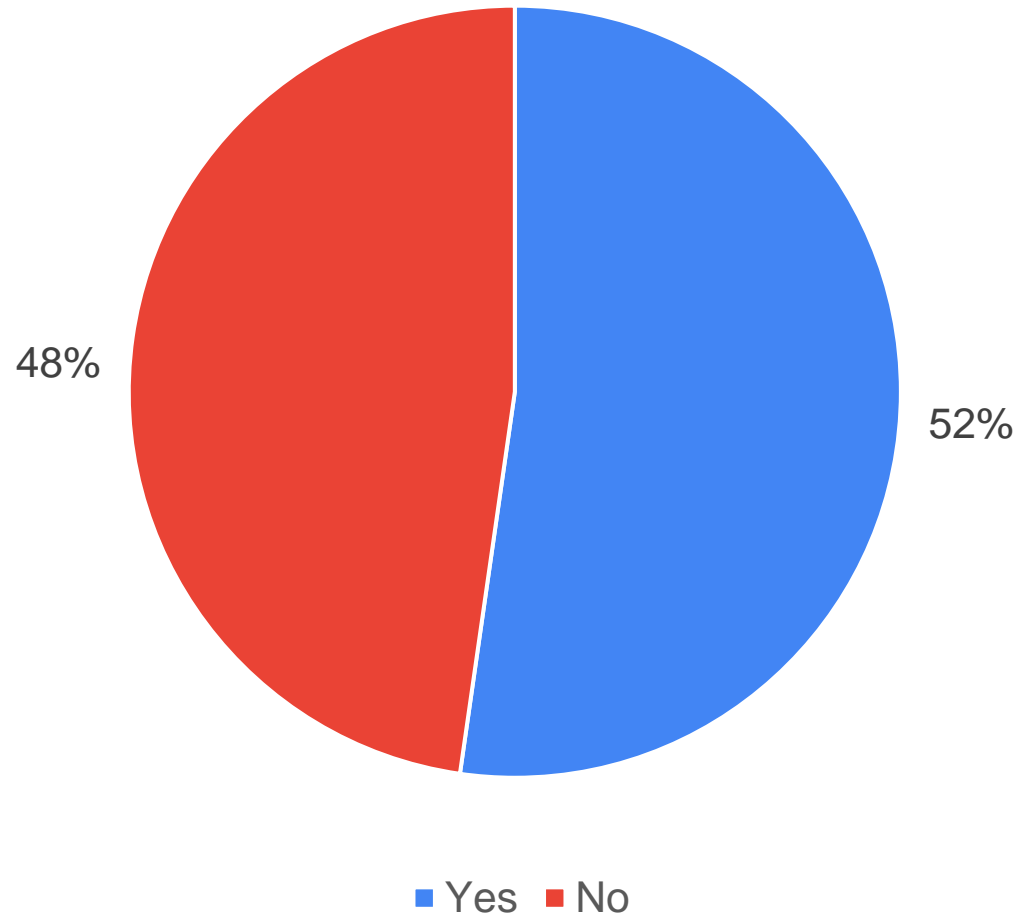
### Notes:

- Several agencies pointed out specific factors for adding donors including day, how much, what type, volunteers, space, some said non-perishable only, and they want quality donations
- Some agencies that reported 'no' indicated they would like more free food instead of having to purchase it from the Food Bank and other sources.



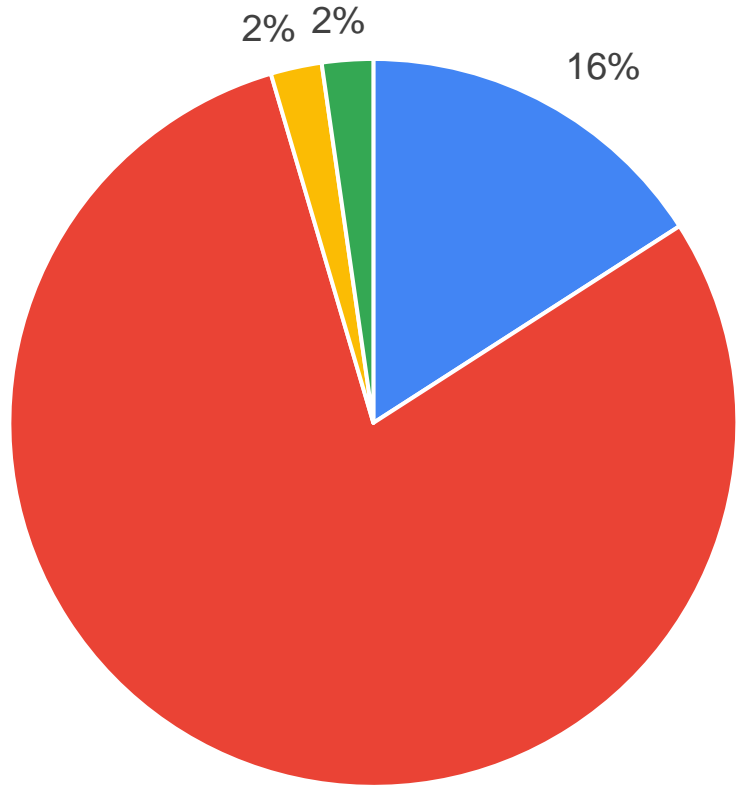
# Question 1: Logistics. How do you usually receive your food?

## Volunteer picks up and drop off?



# Question 2: Logistics

## Donor drop off?

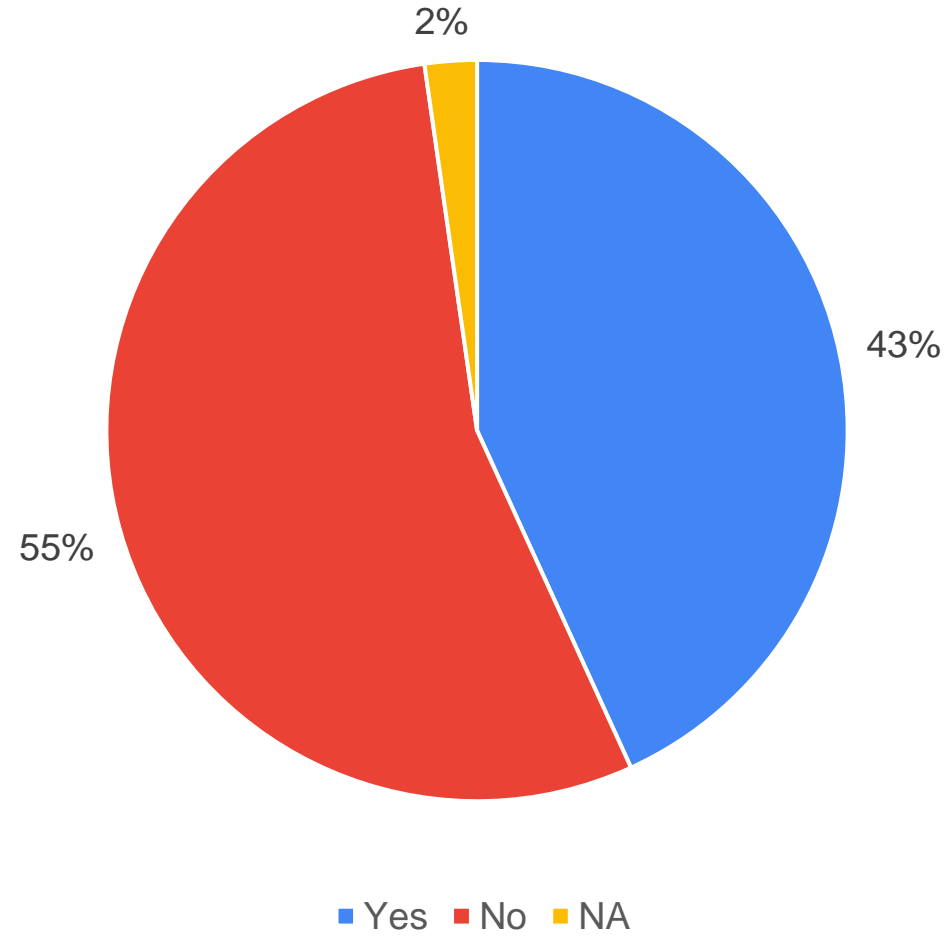


■ Yes ■ No ■ Sometimes ■ NA



# Question 3: Logistics

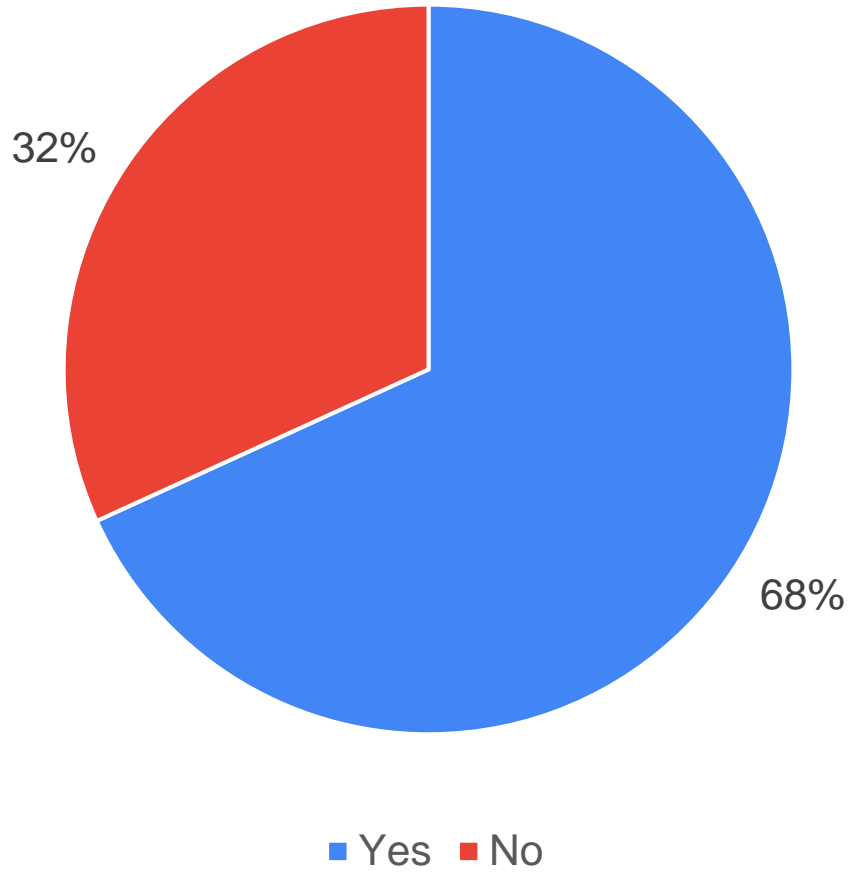
## Food Bank drop off?





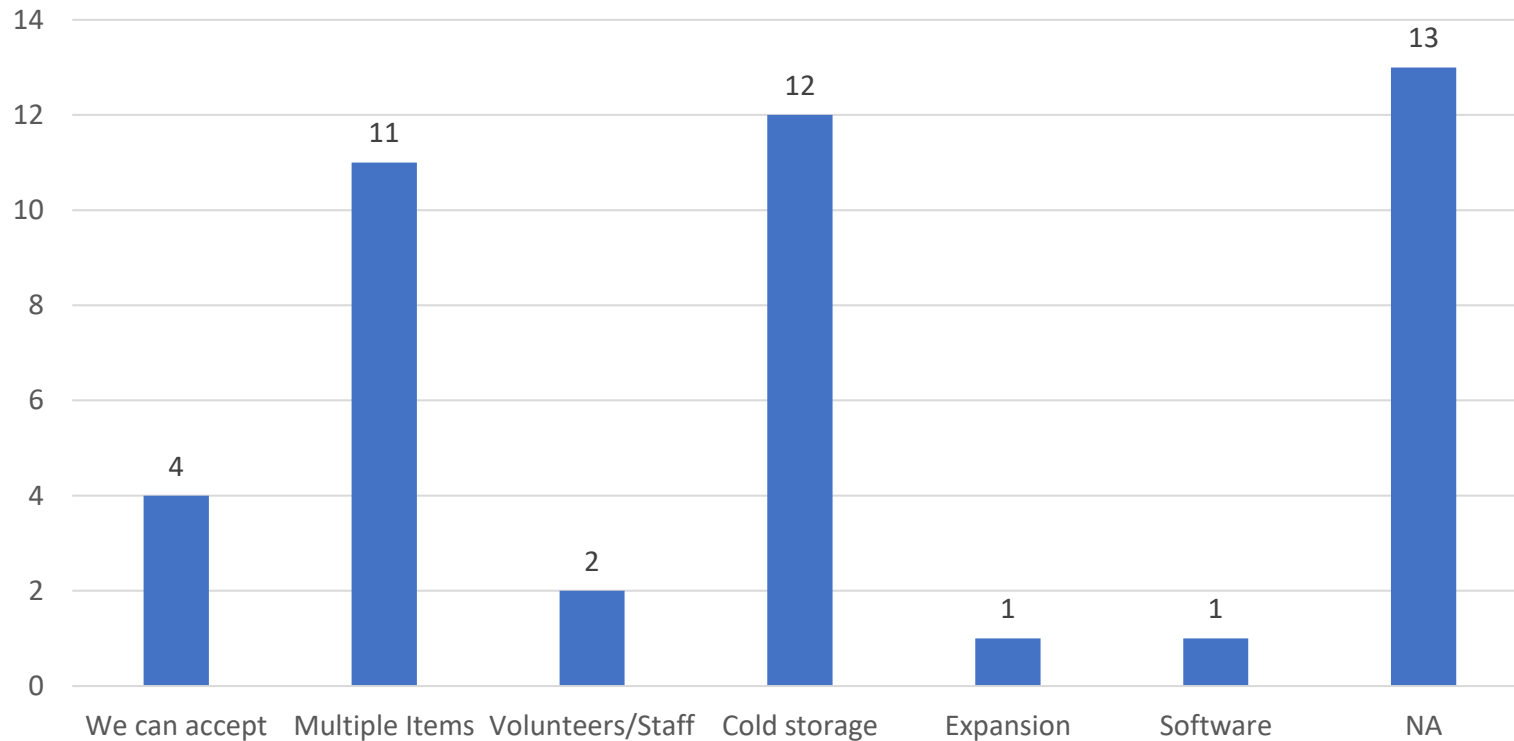
# Question 4: Logistics

## Pantry Staff picks up?



# Question 1: Needs

If you are unable to accept more food or add new donors, what would they need most to recover additional food and begin working with new donors?



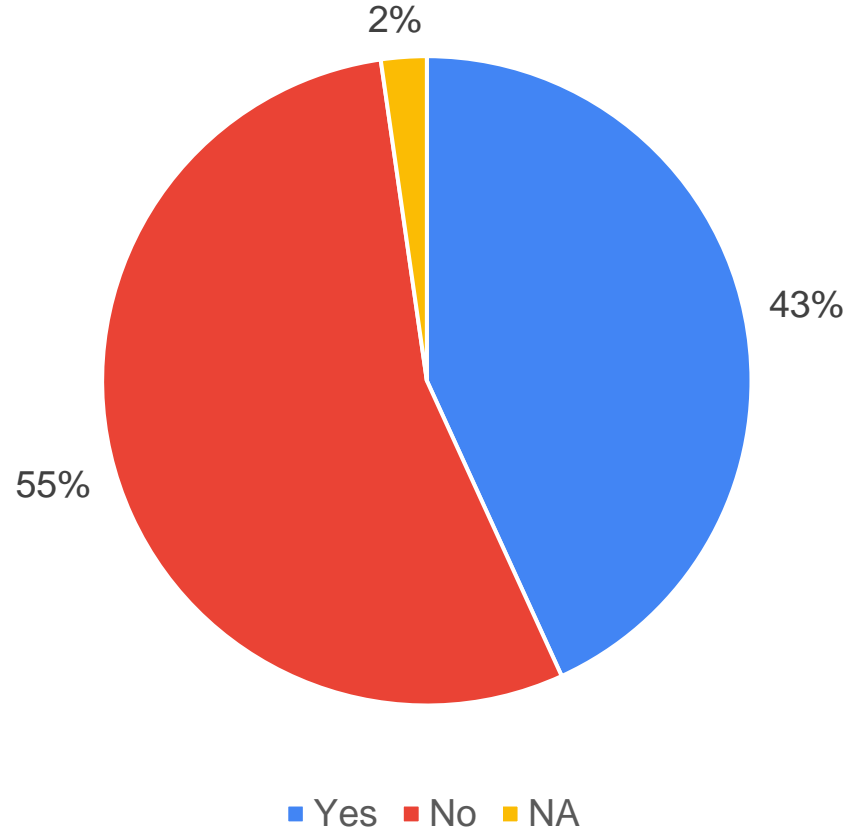
**Notes:**

- Multiple items include refrigeration, storage space, refrigerated vehicles and staffing.



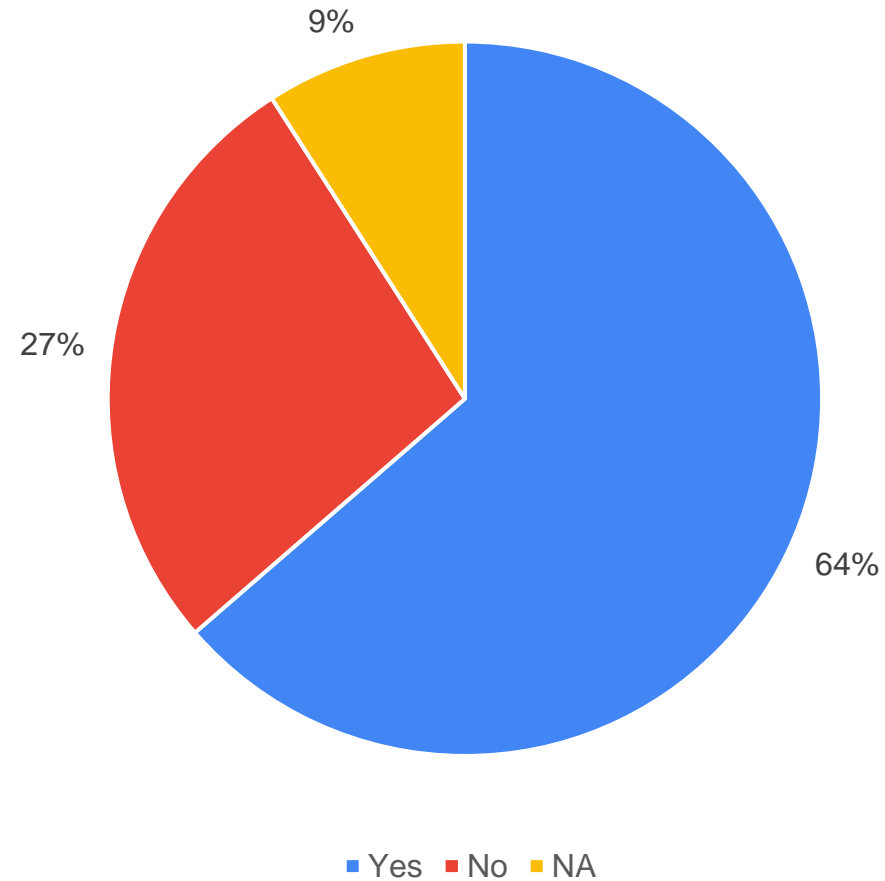
# Item 6B - Attachment 2 Question 2: Needs

Do you ever lack the staff or volunteers needed to recover available food?



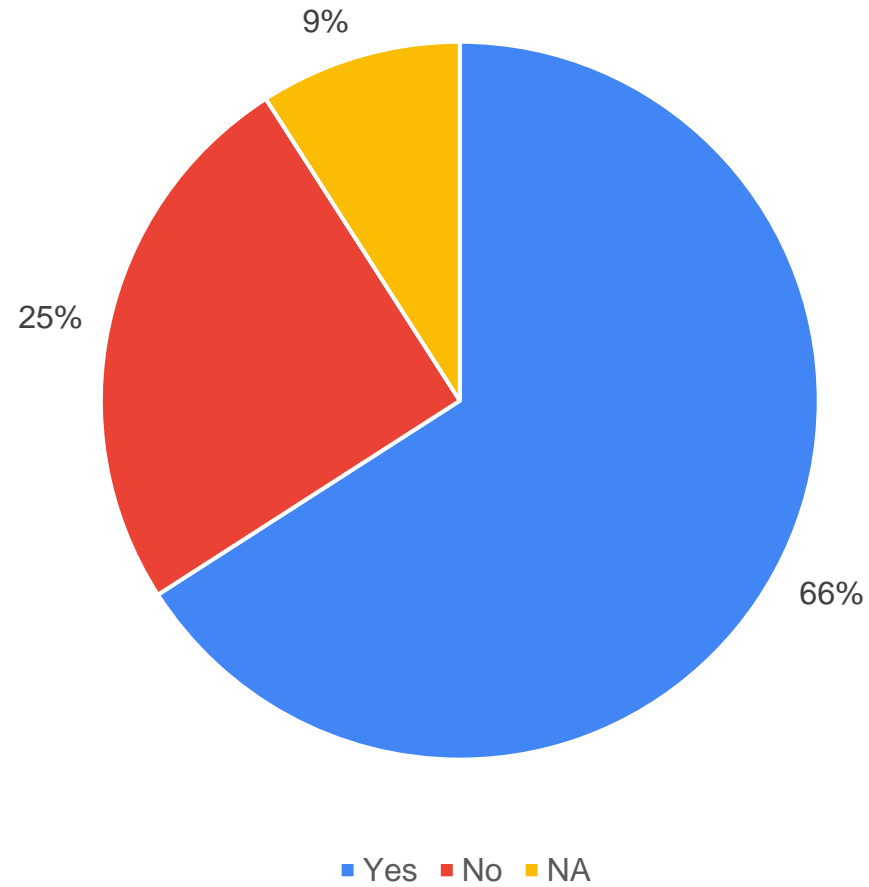
# Question 3: Needs

## Refrigeration?



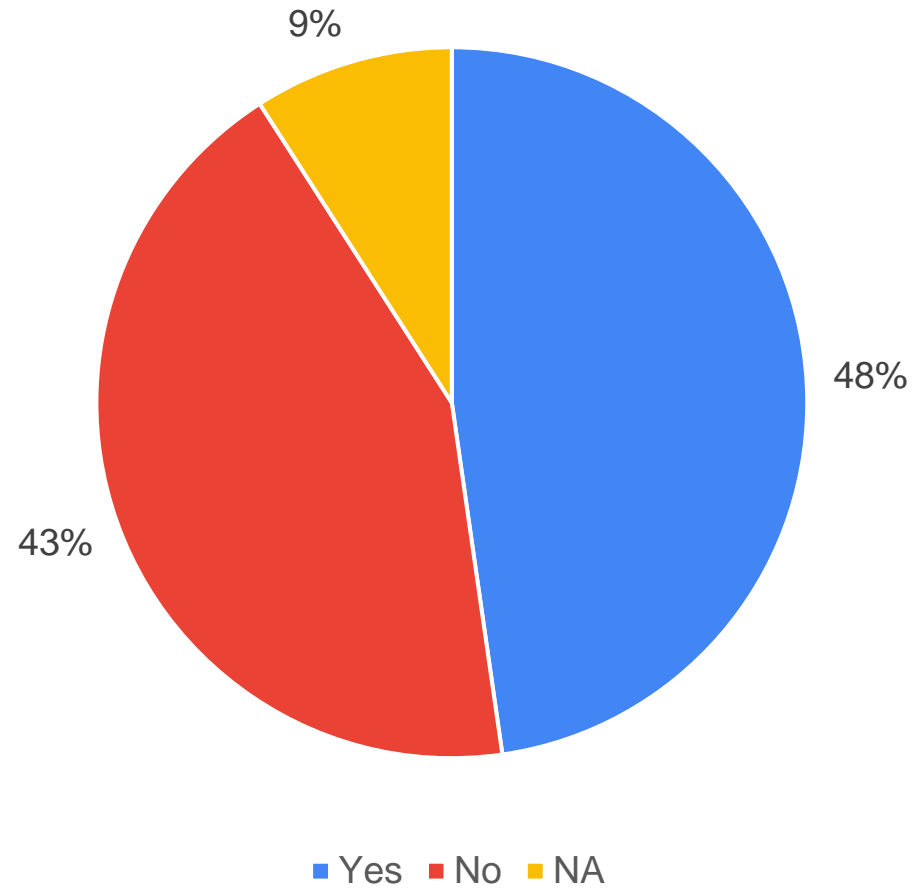
# Question 4: Needs

## Scales?



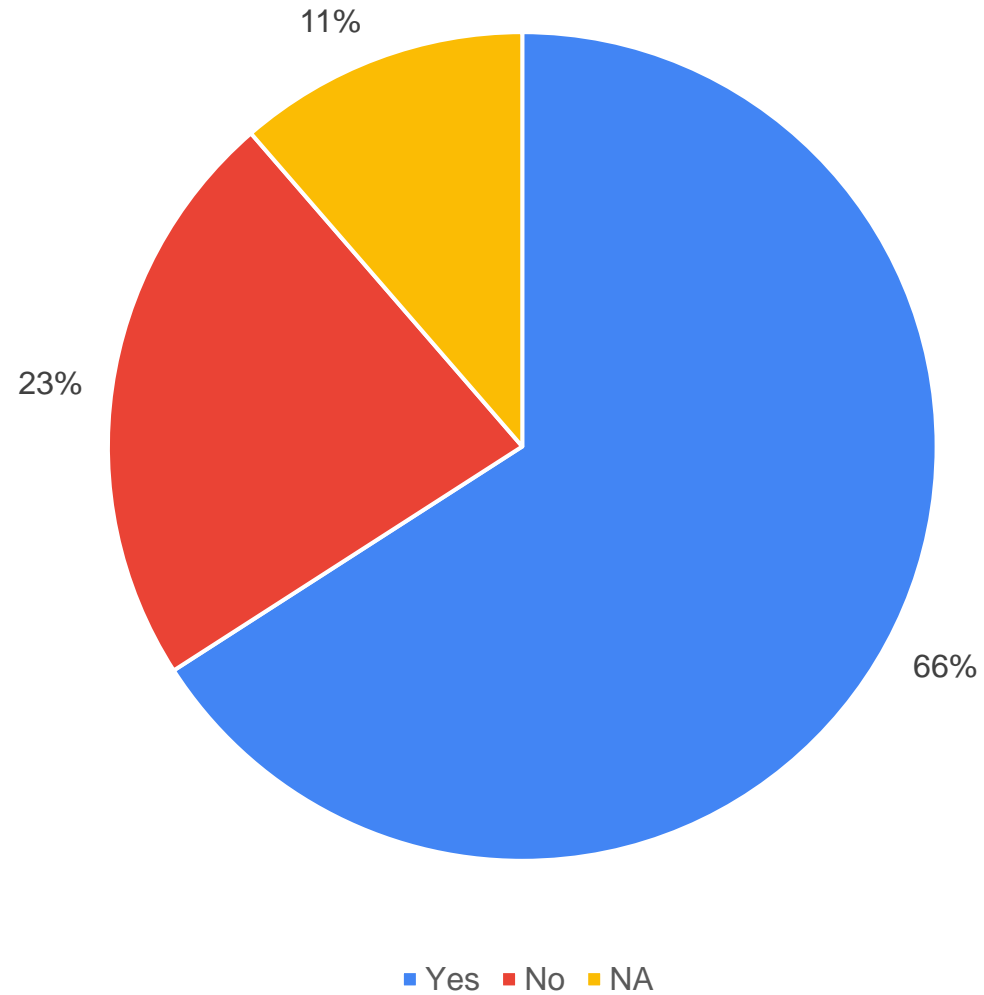
# Question 5: Needs

## Drivers?



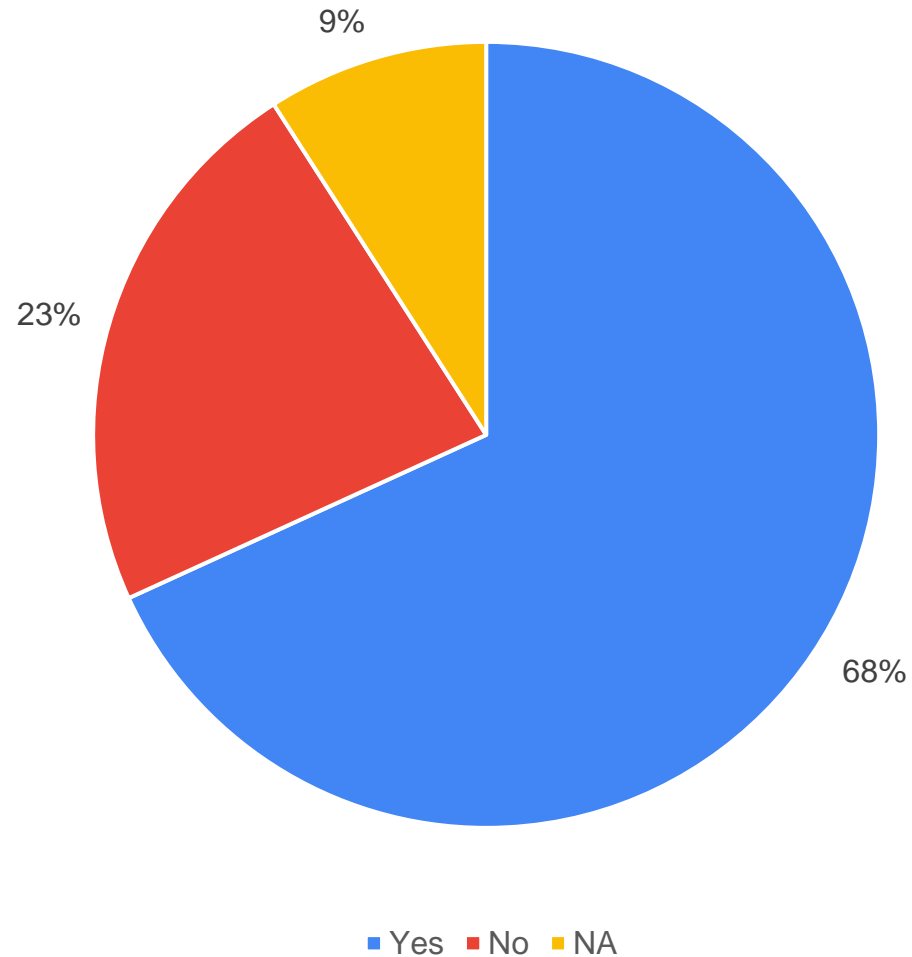
# Question 6: Needs

## Software?



# Question 7: Needs

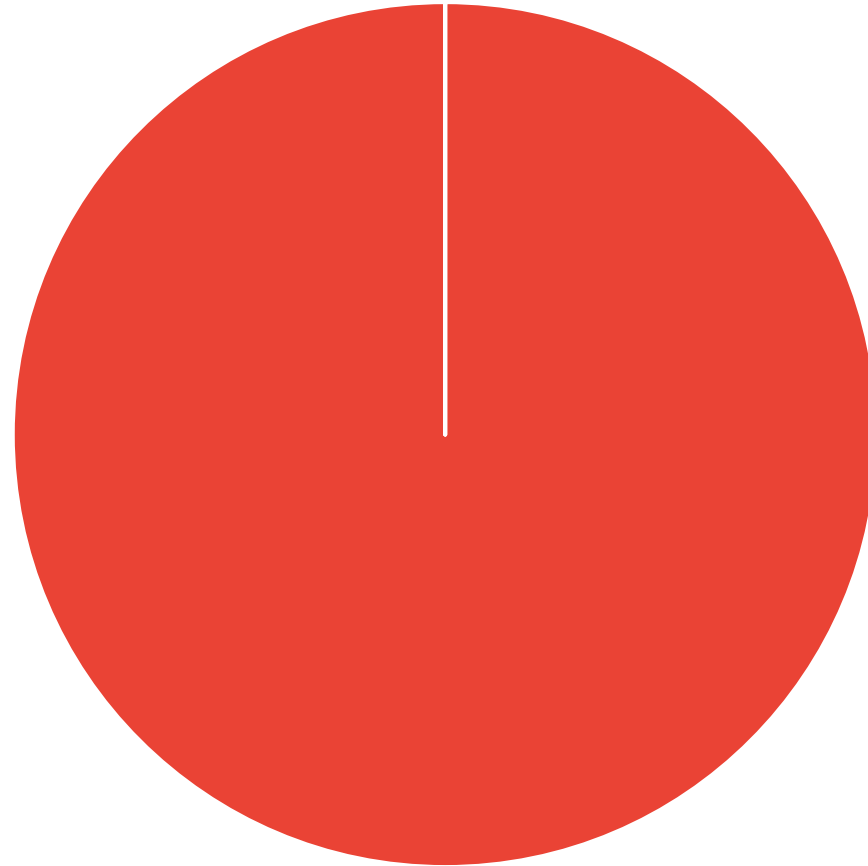
## Food Safety and Staff Training?





# Question 8: Needs

## Other?



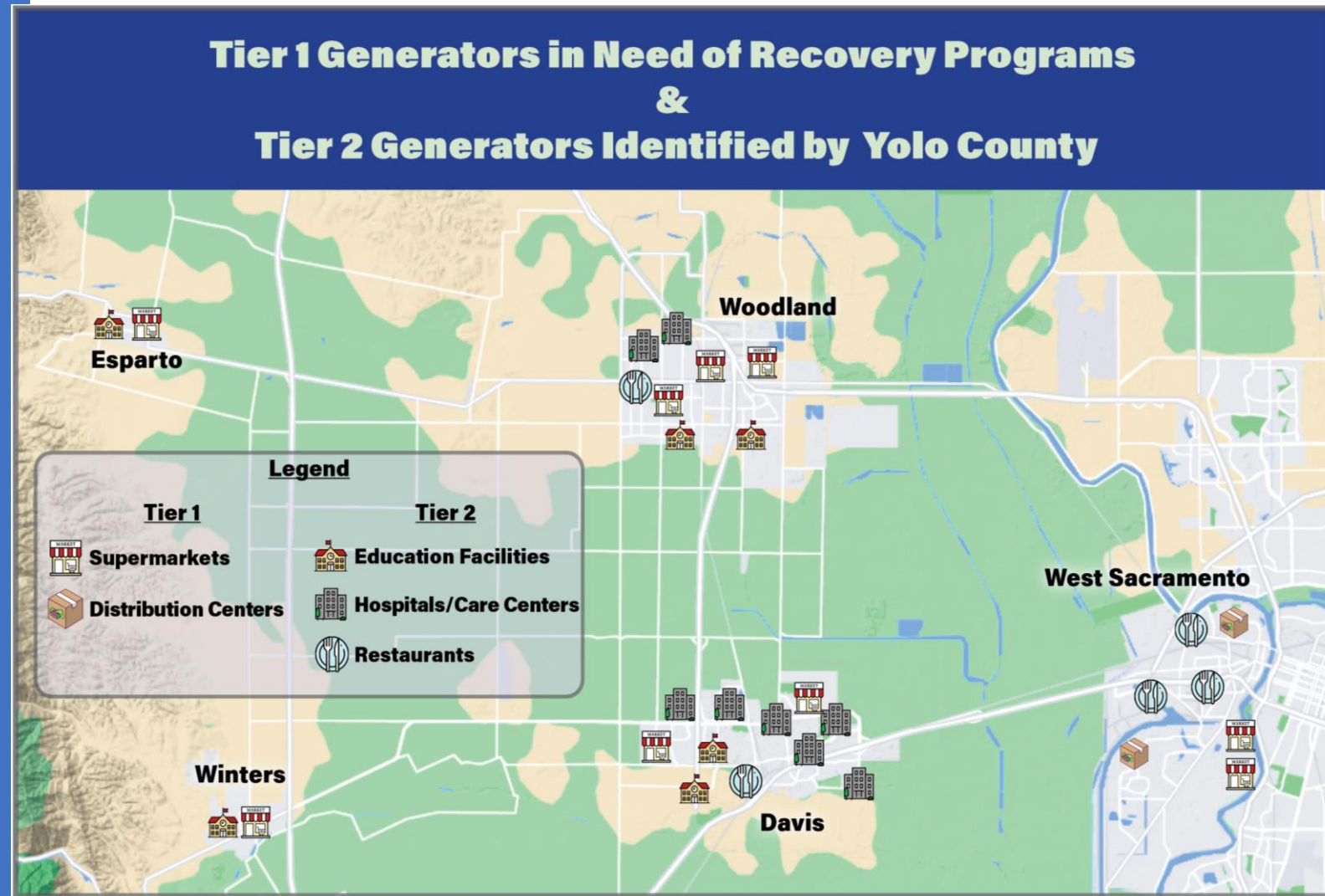
■ Yes ■ No ■ NA

# Questions and Answers Tier 1 Generators



# Tier 1 Generator Survey Overview

- Surveyed 22 Tier 1 Generators
  - 6 Did not respond (assumed no)
  - 1 is closed
  - 15 Provided full responses to survey



# Question 1

## Are you donating food?

### Yes – 7 Have Donation Programs

Generator Name	Notes
Arteagas	Local Churches – Donate once a month.
Cracchiolos Market	Donates to Fourth and Hope. Paused due to pandemic
Grocery Outlet - West Sac	
California Sandwich Co	Loaves and Fishes
Mani Imports Inc.	Discontinued products are sent to Food Bank or Churches
Monsanto	Food Bank
Z Specialty	Have non-perishable food so products do not expire. Interested in learning more. Products are donated to Food Bank when appropriate.

\*No contracts/written agreements in place.  
 \*Very likely these could be increased in frequency.



# Question 1

## Are you donating food?

### No/Rarely

**14 Do Not Have Donation Programs or did not response (Conservative No)**

**5 Do Not Have Edible Food or Items Suitable for Donation**

**9 Remaining Need Compliance**

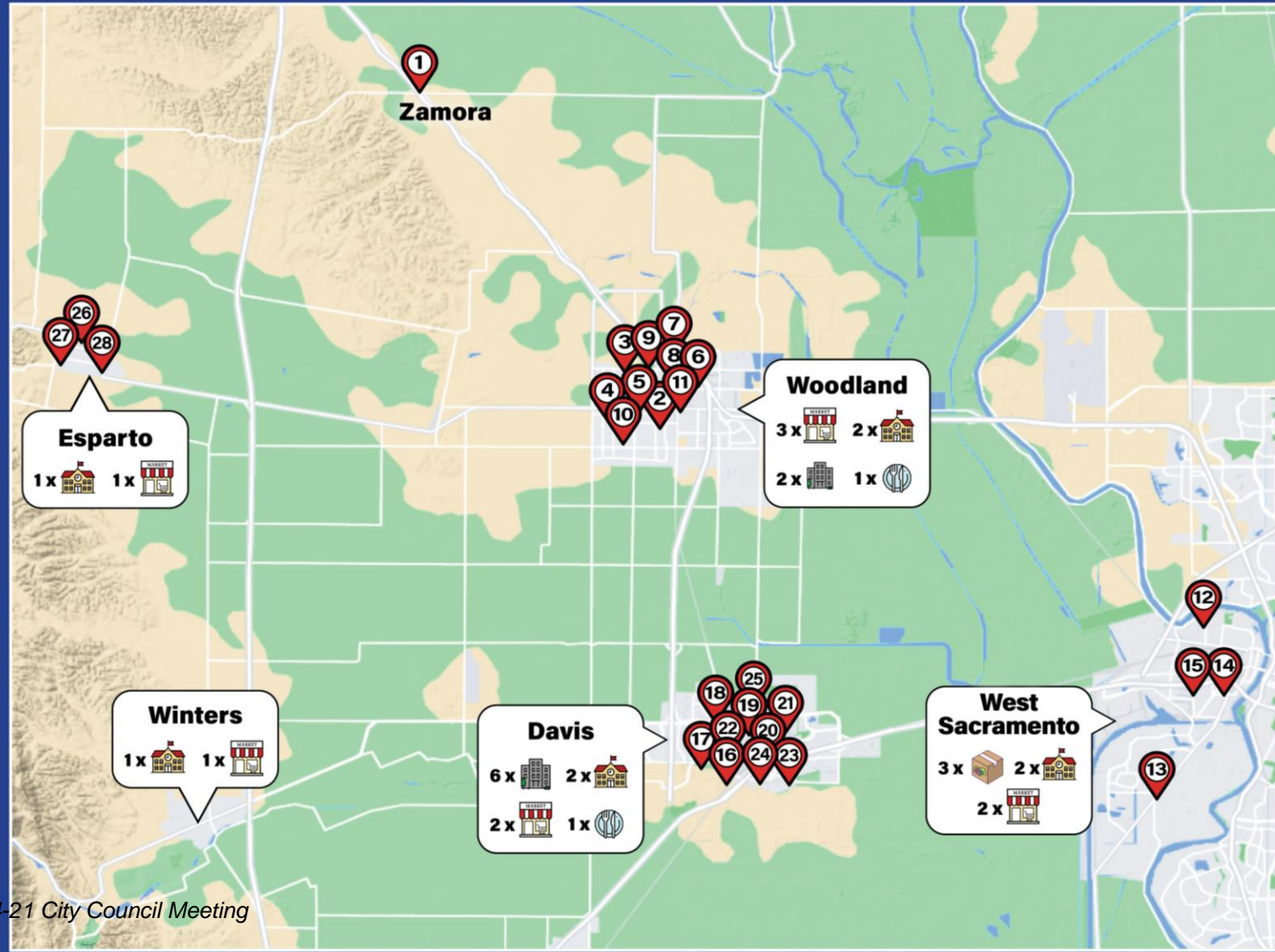
Generator Name	Notes
Grocery Outlet Davis	End of Life sold at a reduced rate. Believes a Non-Profit buys for the community.
La Superior Supermercado	Very Interested in participating.
Lorenzo's Town and County	Had trouble with reliability
Espartos	Sometimes vendors take food back
D&I Pure Sweeteners	Sugar Plant – no excess
In Harvest	Sometimes Donate
Ricebran Tech	Not Edible Food
Frito Lay	Expired Food Sent to Animal Feed
Youngs Market Company	Spirit and Liquor Company
Mercado Del Valle	Apprehensive about donation. Will need a lot of education and support.
Copper Hill Olive Oil	No Response- Not suitable for regular donation program
West Lake Market	They have donated food in the past, but don't donate food regularly.
Jacmar Food Service	No Response – West Sac
North American Food Distribution	No Response – West Sac
Western Food	No Response - Woodland





# YOLO COUNTY FOOD CAPACITY STUDY: EXISTING EXCESS CAPACITY

Icons	Questions represented in this map:
	<i>Food Question 7: Could you recover more food each month with your current capacity?</i>
	<i>Capacity Question 5: Do you have current plans to purchase or expand new infrastructure?</i>
	<i>Capacity Question 6: Can you add new food donors to your route?</i>



## Key

- |  |  |
|--|--|
| <b>1</b> Calvary Chapel of Zamora            | <b>15</b> West Sacramento Baptist Church                 |
| <b>2</b> All Leaders Must Serve              | <b>16</b> ASUCD The Pantry & Aggie Compass               |
| <b>3</b> Cache Creek Lodge                   | <b>17</b> Aggie Compass Basic Needs Center               |
| <b>4</b> Church on the Rock                  | <b>18</b> Davis Community Meals & Housing                |
| <b>5</b> Homeward Bound Outreach, Inc.       | <b>19</b> Davis Senior Housing- Eleanor Roosevelt Circle |
| <b>6</b> Hope's Anchor, Inc.                 | <b>20</b> Pole Line Road Baptist Church                  |
| <b>7</b> Kentucky Avenue Church of Christ    | <b>21</b> Progress Ranch                                 |
| <b>8</b> Meals on Wheels, Yolo County        | <b>22</b> Short Term Emergency Aid Committee             |
| <b>9</b> Renuevo Food Closet                 | <b>23</b> TPCP- Pine Tree Gardens East                   |
| <b>10</b> Turning Point Community Program    | <b>24</b> TPCP- Pine Tree Gardens West                   |
| <b>11</b> Woodland Volunteer Food Closet     | <b>25</b> Yolo Crisis Nursery                            |
| <b>12</b> Holy Cross Food Locker             | <b>26</b> Countryside Community Church                   |
| <b>13</b> Mercy Coalition of West Sacramento | <b>27</b> Esparto Education Programs                     |
| <b>14</b> Trinity Presbyterian Church        | <b>28</b> RISE, Inc.                                     |

# Question 2

## Meeting Availability?

Generator Name	Notes
Cracchiolos Market	Midweek, 1-2pm
Grocery Outlet-Davis	Wednesdays, early afternoon
La Superior Supermercado	Flexible
Lorenzo's Town and Country	Mondays and Fridays after 1pm
Esparto Supermarket	Sunday Afternoons
In Harvest	Tuesdays, Thursdays, Fridays anytime.
Z Speciatly Food	Unsure
Mercado Del Valle	Thursday Mornings

**Those that did not response either had no response to Abound or Abound did not contact.**

## Appendix D. Food Recovery Agency Contact List



Item 6B - Attachment 2

(Green=received information, Red=closed, Orange=not food bank)	CITY	PHONE NUMBER 1	ADDRESS	PHONE NUMBER 2	CONTACT PERSON	CONTACT TITLE	EMAIL	WEBSITE/ FACEBOOK
ASUCD The Pantry & Aggie Compass	Davis	530-752-9254		925-319-7265	Ryan		<a href="mailto:compass@ucdavis.edu">compass@ucdavis.edu</a>	<a href="https://aggiecompass.ucdavis.edu/">https://aggiecompass.ucdavis.edu/</a>
Cal Aggie Christian Association	Davis	(530) 753-2000 Wrong number	433 Russell Blvd, Davis, CA 95616		Emily			<a href="https://www.cahouse.org/">https://www.cahouse.org/</a>
Davis Community Meals and Housing	Davis	530-753-9204	1111 H ST, Davis, CA 95616	Executive Director Dill Pride 530-756-4008			<a href="mailto:billpride@dcmah.org">billpride@dcmah.org</a>	<a href="http://daviscommunitymeals.org">daviscommunitymeals.org</a>
Davis Senior Housing - Eleanor Roosevelt Circle	Davis	530-753-3400	675 Cantrill Dr, Davis, CA 95618				<a href="mailto:eleanor@jsco.net">eleanor@jsco.net</a>	<a href="https://jsco.net/property/eleanor-roosevelt-circle/">https://jsco.net/property/eleanor-roosevelt-circle/</a>
Interfaith Rotating Winter Shelter of Davis	Davis						<a href="mailto:office@uudavis.org">office@uudavis.org</a>	<a href="https://interfaith-shelter.org/">https://interfaith-shelter.org/</a>
Heart of Davis	Davis						<a href="mailto:irws@interfaith-shelter.org">irws@interfaith-shelter.org</a>	<a href="https://www.facebook.com/heartofdavis">https://www.facebook.com/heartofdavis</a>
Pole Line Road Baptist Church	Davis	530-753-4315	770 Pole Line Rd, Davis, CA 95618		Pat Coker	Secretary	<a href="mailto:church@polelinebaptist.org">church@polelinebaptist.org</a>	<a href="http://polelinebaptist.org">polelinebaptist.org</a>
Progress Ranch	Davis	530-753-2566	2725 Loyola Dr, Davis, CA 95618		Micky Martin	Office assistant	<a href="mailto:dianna@progressranch.org">dianna@progressranch.org</a>	<a href="http://progressranch.com">progressranch.com</a>
Short Term Emergency Aid Committee	Davis	530-758-8435	642 Hawthorn Davis, CA 95616		Lianne Moody	Executive Director	<a href="mailto:lmoody@steac.org">lmoody@steac.org</a>	<a href="http://steac.org/index.php">http://steac.org/index.php</a>
TPCP - Pine Tree Gardens East	Davis	530-601-5959	212 "I" Street Davis CA 95616					<a href="https://www.tpcp.org/programs/tp-yolo/">https://www.tpcp.org/programs/tp-yolo/</a>
TPCP - Pine Tree Gardens West	Davis	530-601-5959	212 "I" Street Davis CA 95616	530-758-4078	Nai	Clinical Director		<a href="https://www.tpcp.org/programs/tp-yolo/">https://www.tpcp.org/programs/tp-yolo/</a>

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Turning Point Community Program	Davis	530-601-5959	212 "I" Street Davis CA 95616					<a href="https://www.tpcp.org/programs/tp-yolo/">https://www.tpcp.org/programs/tp-yolo/</a>
Yolo Crisis Nursery	Davis	530-758-6680 Family helpline	1107 Kennedy Place Suite 5 Davis, CA 95616		Emily		olopez@yolocrisisnursery.org	<a href="http://yolocrisisnursery.org/">yolocrisisnursery.org/</a>
Countryside Community Church	Esparto	530-787-4040	26479 Grafton ST. Esparto, CA 95627		Laurie Hayes		rbettencourt@espartok12.org	<a href="http://espartocountrysidechurch.org/">http://espartocountrysidechurch.org/</a>
Esparto Education Programs	Esparto	(530) 787-4151 ex: 404			Robert Bettencourt	Food Services Supervisor	<rbettencourt@espartok12.o	
Mercy Housing	Esparto	530-787-5171	16797 County Road 87, Esparto, CA 95627		Maria	Service coordinator		<a href="https://www.mercyhousing.org/california/esperanza-crossing-phase-ii/">https://www.mercyhousing.org/california/esperanza-crossing-phase-ii/</a>
RISE, Inc.	Esparto	530-787-4110	17317 Fremont St. Esparto, CA 95627	530-787-3433	Maribel Garcia	Pantry manager	tico@riseinc.org	<a href="https://www.riseinc.org/">https://www.riseinc.org/</a>
Manna House Food Pantry	Knights Landing	408-314-5726	9493 Mill St. Knights Landing, CA 95645		Pastor Young Kim	Pastor		
Madison Community Committee Food Closet	Madison	530-668-0955/disconnected 530-908-0504 spanish	28963 Main St. Madison, CA 95653	530.908.0504				<a href="https://www.facebook.com/madisoncommunitycommittee/">https://www.facebook.com/madisoncommunitycommittee/</a>
Collings Teen Center	West Sacramento	(916) 375-0681	1541 Merkle Ave, West Sacramento, CA 95691		Justin		ctc@collingsteencenter.org	<a href="https://www.facebook.com/CollingsTeenCenter/">https://www.facebook.com/CollingsTeenCenter/</a>
CommuniCare Mercy Coalition	West Sacramento	(916) 403-2900 (916) 371-6706	500 Jefferson Blvd, West Sacramento, CA 95605					<a href="https://communicarehc.org/">https://communicarehc.org/</a> <a href="https://wsmercycoalition.org/">https://wsmercycoalition.org/</a>
Holy Cross Food Locker	West Sacramento	916-373-3318	1321 Anna St. West Sacramento, CA 95605					
Kare4All Inc.	West Sacramento	916-628-0336			Kelly Wilson		kare4all.sacramento@gmail.com	<a href="https://www.kare-4-all.com/">https://www.kare-4-all.com/</a>
Lighthouse Covenant Church	West Sacramento	916-371-6706	3605 Gregory Ave. West Sacramento, CA 95691					<a href="https://www.lighthousewestsac.com/">https://www.lighthousewestsac.com/</a>
Mercy Coalition of West Sacramento	West Sacramento	916-509-3566	3605 Gregory Ave. West Sacramento 95691		Don Bosley		wsmercycoalition@gmail.com	<a href="https://wsmercycoalition.org/">https://wsmercycoalition.org/</a>
New Discovery Christian Center	West Sacramento	916-600-3784	1100 Carrie St. West Sacramento 95605					
Our Lady of Grace	West Sacramento	916-371-4814	911 Park Blvd, West Sacramento 95691	916-376-0933				<a href="http://westsacolg.org">westsacolg.org</a>
River's Edge Church, West Sacramento	West Sacramento	916-391-9845	6449 Riverside Blvd. Sacramento, CA 95831				office@recsac.org	
Sacramento City College - West Sacramento Center	West Sacramento	916-375-5511	1115 W. Capitol Ave, West Sacramento, CA 95691				sccwsac@scc.losrios.edu	<a href="https://scc.losrios.edu/student-resources/west-sacramento-center-services">https://scc.losrios.edu/student-resources/west-sacramento-center-services</a>

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Shores of Hope	West Sacramento	916-372-0200	110 6th St West Sacramento, CA 95605		Akila Williams	Pantry manager		<a href="http://shoresofhope.org">shoresofhope.org</a>
Trinity Presbyterian Church	West Sacramento	916-371-5875	1500 Park Blvd. West Sacramento, CA 95691		Maggie Martinez	Office Manager	administrator@trinitywestsac.org	<a href="https://trinitywestsac.org/index.html#gs.tab=0">https://trinitywestsac.org/index.html#gs.tab=0</a>
West Sacramento Baptist Church	West Sacramento	916-217-0439	1511 Delaware Ave. West Sacramento, CA 95691		Pastor Bob	Pastor	pastorbob58@yahoo.com	<a href="https://www.facebook.com/FBCofWestSac/">https://www.facebook.com/FBCofWestSac/</a>
West Sacramento SDA Church	West Sacramento	916-372-6570	2860 Jefferson Blvd. West Sacramento, CA 95691				westsacsdachurch@gmail.com	<a href="https://westsacramento.ca.adventistchurch.org/">https://westsacramento.ca.adventistchurch.org/</a>
Yolo County Children's Alliance YCCA West Sacramento Family Resource Center	West Sacramento	530-757-5558 (530) 668-0690	1200 Anna ST. West Sacramento, CA 95605	530-902-6381	Katie Villegas	Executive Director		<a href="http://yolokids.org">yolokids.org</a>
All Leaders Must Serve	Woodland	530-615-0365	433 2nd St. Suite 101 Woodland, CA 95776		Jane Williams	Executive Director		<a href="https://www.allleadersmustserve.org/">https://www.allleadersmustserve.org/</a>
Cache Creek Lodge	Woodland	(530) 662-5727	435 Aspen St, Woodland, CA 95695	530-662-5727	Fidel Chavez	Executive director		<a href="https://www.cachecreeklodge.com/">https://www.cachecreeklodge.com/</a>
Calvary Chapel of Woodland	Woodland	(530) 661-7385	1580 Case Pl a, Woodland, CA 95776					<a href="http://www.cowoodland.org/">http://www.cowoodland.org/</a>
Celebration Center Church	Woodland	(530) 662-7166	100 Woodland Ave, Woodland, CA 95695				info@woodnaz.net	<a href="https://celebrationcenterchurch.com/">https://celebrationcenterchurch.com/</a>
Church on the Rock	Woodland	(530) 406-8579	630 Cottonwood St, Woodland, CA 95695		Pastor Jim	Pastor	staff@cotrwoodland.org	<a href="https://www.cotrwoodland.org/">https://www.cotrwoodland.org/</a>
Community Housing Opportunities Corp.	Woodland	(707) 759-6043	5030 BUSINESS CENTER DRIVE, SUITE 260 FAIRFIELD, CA 94534	9164960007	Teri Smyth		INFO@CHOCHOUSING.ORG	<a href="https://www.chochousing.org/">https://www.chochousing.org/</a>
Empower Yolo	Woodland	530-661-6336	175 Walnut St. Woodland, CA 95695		Lynette	Executive director	info@empoweryolo.org	<a href="https://empoweryolo.org/">https://empoweryolo.org/</a>
Food 4 U Foundation	Woodland	530-666-2178						
Fourth and Hope	Woodland	530-661-1218	285 4th ST. Woodland, CA 95695	530-383-9342	Charlotte Baur	Supervisor	cbaur@fourthandhope.org	<a href="https://fourthandhope.org/">https://fourthandhope.org/</a>
Holy Rosary Food Pantry	Woodland	530-662-2805	301 Walnut St. Woodland, CA 95695	530-662-5233	Peter		hrparish@holyroary.com	
HOME Church	Woodland	530-662-3956	108 W Woodland Ave, Woodland, CA		Elaine	office manager		<a href="https://www.woodlandhome.church/">https://www.woodlandhome.church/</a>
Homeward Bound Outreach, Inc.	Woodland	530-402-1426	44 Jefferson St, Woodland, CA 95695					<a href="https://www.facebook.com/HomewardBoundOutreach/">https://www.facebook.com/HomewardBoundOutreach/</a>
Hope's Anchor, Inc.	Woodland	530-908-9703	1233 E Beamer St Suite B Woodland, CA 95776		Renee Helmsley		info@hopes-anchor-inc.org	
Kentucky Avenue Church of Christ	Woodland	530-661-7488	470 Kentucky Ave. Woodland, CA 95695		Antonio Gipson	Pantry Manager	gipsonfamily4@att.net	<a href="https://woodlandchurchofchrist.com/">https://woodlandchurchofchrist.com/</a>

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Meals on Wheels, Yolo County	Woodland	530-662-7035	40 N. East St Suite C, Woodland, CA 95776	916-370-2671	Zea Davis	zdavis@mowyolo.org	Info@mowyolo.org	<a href="http://www.mowyolo.org">www.mowyolo.org</a>
Rainbow Housing Assistance Corporation	Woodland	559-455-8130	The Greenery Senior Apartments, Woodland		Tia			
Renevo Food Closet (formerly the Sanctuary)	Woodland	530-908-6363	240 North West St. Woodland, CA					
Salvation Army	Woodland	530-661-0141	413 Main St, Woodland, CA 95695					<a href="https://www.facebook.com/SalvationArmyWoodlandCa/">https://www.facebook.com/SalvationArmyWoodlandCa/</a>
Spero (formerly Pregnancy Support Group)	Woodland	530-661-6333	120 Court ST. Woodland, CA 95695		Carol Duty	Executive Director	CAROLDUTY@AOL.COM	<a href="https://sperohope.com/">https://sperohope.com/</a>
United Methodist Church	Woodland	530-662-6274	212 Second St. Woodland, CA 95695		Shannon Murray	Office Manager		<a href="http://www.umcwoodland.org/">http://www.umcwoodland.org/</a>
Woodland Christian Center	Woodland	530-666-1070	440 California St Woodland, CA 95695		Rev. Paul Harmon	Lead Pastor	woodlandchristiancenter@gmail.com	<a href="https://woodlandchristiancenter.org/">https://woodlandchristiancenter.org/</a>
Woodland Community College Foundation	Woodland	530-661-5700	2300 E. Gibson Rd, Woodland, CA 95776		Marissa Boswell	Student Services		<a href="https://wcc.yccd.edu/about/foundation/">https://wcc.yccd.edu/about/foundation/</a>
Woodland Family Worship Center	Woodland	530-383-8825	386 W. Beamer ST. Woodland, CA 95695	530-383-4154	Jeff and Jennifer Fraize	Pastor	contact@woodlandfamilyworship.org	<a href="https://www.woodlandfamilyworship.org">https://www.woodlandfamilyworship.org</a>
Woodland Foursquare New Harvest Church	Woodland	530-662-5524	23 Grand Ave. Woodland CA, 95695		Mark Gallego	Pastor	connect@newharvestwoodland.org	<a href="http://newharvestwoodland.org/index.html">http://newharvestwoodland.org/index.html</a>
Woodland Hispanic Foursquare	Woodland	530-662-5524	23 Grand Ave. Woodland CA, 95695		Mark Gallego	Pastor	connect@newharvestwoodland.org	<a href="http://newharvestwoodland.org/index.html">http://newharvestwoodland.org/index.html</a>
Woodland Senior Center, Inc.	Woodland	530-661-2001	2001 East St Woodland, CA 95776					<a href="https://www.cityofwoodland.org/351/Seniors">https://www.cityofwoodland.org/351/Seniors</a>
Woodland Volunteer Food Closet	Woodland	530-662-7020	509 College St. Woodland, CA 95695	530-401-8346	Tania	Pantry manager	taniagc@sbcglobal.net	<a href="http://www.woodlandfoodcloset.org">www.woodlandfoodcloset.org</a>
Yolo Adult Day Health Center	Woodland	530-669-3700	20 N. Cottonwood St. Woodland, CA 95695		Dawn Myers		dawn.myers@dignityhealth.org	<a href="https://www.dignityhealth.org/sacramento/services/yolo-adult-day-health-services/yolo-adult-day-health-center">https://www.dignityhealth.org/sacramento/services/yolo-adult-day-health-services/yolo-adult-day-health-center</a>
Yolo Community Care Continuum	Woodland	530-758-2160	285 W. Court ST #207 Woodland, CA 95695		Amber Salazar	Executive director	asalazar@y3c.org	<a href="http://y3c.org">y3c.org</a>
Yolo County African-American Association	Woodland	530-661-6461	436 Second St. Woodland, CA 95695		Glenny and John	Volunteers		No website
Calvary Chapel of Zamora	Zamora	530.867.2692 (530) 402-7002	9974 Main St, Zamora, CA 95698		Cheri Gardner	Pantry manager		
First Southern Baptist Church of West Sacramento	West Sacramento	(916) 371-2111	2124 Michigan Boulevard West Sacramento, California, 95691					

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St. James Catholic Church	Davis	(530) 756-3636	1275 B Street Davis, California, 95616					
Proverbs House International	Winters	(530) 794-6000 916.589.0475	201 First Street Winters, CA, 95694				info@proverbshouse.org	
CLARKSBURG COMMUNITY CHURCH	Clarksburg	530 668 0690	52910 Netherlands Ave, Clarksburg, CA 95612, USA					
CLARKSBURG FIREHOUSE	Clarksburg	(530) 668-0690	52902 Clarksburg Rd, Clarksburg, CA 95612					
UNIVERSITY COVENANT CHURCH	Davis	530.668.0690	315 Mace Blvd, Davis, CA, USA					
DAVISVILLE APARTMENTS (Probably not)	Davis	(530) 668-0690	1221 Kennedy Pl, Davis, CA 95616					
SACRAMENTO CITY COLLEGE - DAVIS CENTER - DRIVE-THROUGH ONLY DISTRIBUTION		(530) 747-5200	1720 Jade Street, Davis, CA, USA					
CAMPERS INN RV PARK - DRIVE-THROUGH DISTRIBUTION		(530) 668-0690	2501 County Road 88, Dunnigan, CA 95937, USA					
GUINDA GRANGE HALL		(530) 668-0690	16787 Forest Ave, Guinda, CA 95637, USA					
EMPOWER YOLO		(530) 668-0690	9586 Mill St, Knights Landing, CA 95645, USA					
WEST SACRAMENTO YOLO HOUSING		(530) 668-0690	685 Lighthouse Dr, West Sacramento, CA 95605, USA					
CITY OF WEST SACRAMENTO CITY HALL - OVERFLOW PARKING LOT			1271 West Capitol Avenue, West Sacramento, CA, USA					
SUTTER HEALTH PARK - DRIVE-THROUGH ONLY DISTRIBUTION			400 Ballpark Drive, West Sacramento, CA,					
YOLO COUNTY HOUSING AUTHORITY		(530) 668-0690	62 Shams Way, Winters, CA 95694, USA					
RISE, INC.		(530) 668-0690	200 Baker St, Room 4 & 5, Winters, CA 95694					
ELKS LODGE		(530) 668-0690	500 Bush St, Woodland, CA 95695					
CALIFORNIA HUMAN DEVELOPMENT CORP.		(530) 662-9601	117 West Main Street Suite 1B, Woodland, CA 95695, USA					
SUMMERTREE APARTMENTS		(530) 668-0690	601 Community Ln, Woodland, CA 95695, USA					
YOLO LIBRARY		(530) 668-0690	37750 Sacramento St, Yolo, CA 95697, USA					