



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Dom Zanger
District No. 1

Kollin Kosmicki
District No. 2

Mindy Sotelo
District No. 3
Vice-Chair

Angela Curro
District No. 4
Chair

Bea Gonzales
District No. 5

Item Number: 1.32

MEETING DATE: 06/18/2024

DEPARTMENT: BOARD OF SUPERVISORS

AGENDA ITEM PREPARER: Celina Stotler

DEPT HEAD/DIRECTOR: Steve Loupe

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR

Adopt Resolution to authorize the Public Works Administrator to negotiate and sign a Memorandum of Agreement on behalf of San Benito County, as a coalition partner with other partner agencies, for the purpose of securing grant funds from the United States Environmental Protection Agency's (EPA) Climate Pollution Reduction Grants program for funding and implementing a regional reusable takeout foodware program.

SBC FILE NUMBER: 142

RESOLUTION NO.: 2024-74

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

The County of Santa Clara through its Office of Sustainability (Lead Organization) was recently awarded a \$1M Planning Grant from the Environmental Protection Agency (EPA) Climate Pollution Reduction Grants Program for climate action planning activities for the San Jose – Sunnyvale – Santa Clara Metropolitan Statistical Area encompassing Santa Clara County and San Benito County. As part of this planning grant, a Priority Climate Action Plan was submitted to EPA which enables eligible lead organizations and coalitions of partners within the San Jose – Sunnyvale – Santa Clara Metropolitan Statistical Area to apply for implementation grants. To staff's knowledge, a total of three grant applications were submitted by the April 1, 2024, deadline, that if awarded will directly benefit the San Benito County region under the EPA's Climate Pollution Reductions grant program. Jurisdictions will be

notified of these awards in July of 2024.

To remain eligible, the following grant application submitted will require a MOA approved by all jurisdictions participating in the application's coalition, including the County of San Benito.

- **Community-Scale Reusable Foodware System Design and Implementation Project.** The City of Sunnyvale is the lead agency and fiscal agent, and the coalition also includes the cities of Cupertino, San Jose, Mountain View, and the County of San Benito. The coalition intends to hire a third party to design, outfit, and lead implementation of a regional reusable foodware system. Integrated Waste Management staff will support implementation as part of regular work duties associated with efforts to reduce single-use plastics and foodware reductions.

For coalition partner applications, the coalition lead agency must provide memorandums of agreement (MOAs) by July 1, 2024, detailing roles, and responsibilities. This requirement is in advance of any notice of award of funds. The MOAs will provide documentation that the coalition partner organizations have consulted with each other and are committed to fulfilling their respective roles and responsibilities to successfully implement the GHG reduction measures described in the application.

Final draft language for the MOA is under development. The final version will be substantially similar to the draft attached to the staff report.

The following elements need to be included in the MOAs:

- An identification of each partner agency committing to participate in the coalition.
- A description of the purpose of the MOA.
- A clear description of the agreed upon roles, responsibilities, and commitments each partner will provide to ensure project success.
- The roles and responsibilities will align with overall project goals, objectives, and target outputs.
- A description of the proposed operating model for the coalition.
- A description of how the collaboration and partnerships associated with the coalition will benefit the project.
- A description of the resources each partner will contribute to the project. Such resources may include project management, staff time, technical analyses, in-kind contributions, training or facilitation, or other related services.
- A statement that the lead applicant accepts full responsibility for the performance of the coalition and will be accountable to the EPA for effectively carrying out the full scope of work and the proper financial management of the grant.

The grant term for this funding is expected to begin in October 2024 and the period of performance will be up to five years thereafter. Should the coalition be successful in the grant application process and prior to acceptance of the award, the County of San Benito would need to execute the MOA with coalition partners by July 1, 2024, for the administration of the grant projects.

Fiscal Impact

The EPA Climate Pollution Reduction Grants do not require any matching funds so there is no fiscal impact.

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

Yes

CONTRACT NEEDED FOR THIS ITEM:

Yes

LAST CONTRACT AMOUNT OR N/A:

N/A

STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:

N/A

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

Yes

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

Yes

STRATEGIC PLAN GOALS: 3. Technology

Yes

STRATEGIC PLAN GOALS: 4. Community Engagement

Yes

STRATEGIC PLAN GOALS: 5. Health & Safe Community

Yes

BUDGETED:

N/A

BUDGET ADJUSTMENT NEEDED:

N/A

SOURCE OF FUNDING:

N/A

UNFUNDED MANDATE:

N/A

SBC BUDGET LINE ITEM NUMBER:

N/A

CURRENT FY COST:

\$0.00

STAFF RECOMMENDATION:

Staff respectfully recommends that the Board:

1. Adopt Resolution to authorize the Public Works Administrator to negotiate and sign a Memorandum of Agreement on behalf of San Benito County, as a coalition partner with other partner agencies, for the purpose of securing grant funds from the United States Environmental Protection Agency's (EPA) Climate Pollution Reduction Grants program for funding and implementing a regional reusable takeout foodware program.

BOARD ACTION RESULTS:

Adopted Resolution No. 2024-74 per staff recommendation. (5/0 vote)

ATTACHMENTS:

[Resolution BOS 6.18.24 Meeting EPA CPRG Implementation Grant - Community-Scale Reusable Foodware System Design MOA](#)
[DRAFT CPRG Grant MOA](#)
[Fully Executed Resolution - No. 2024-74](#)