



City of Sebastopol

CITY OF SEBASTOPOL

CLIMATE ACTION COMMITTEE

AGENDA ITEM REPORT FOR MEETING OF: September 8, 2026

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To: Climate Action Committee
From: Tori Henkel, Permit Technician
Responsible Department: Planning
Subject: Zero Waste Grant Stipend Spending Options

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RECOMMENDATION:

That the Climate Action Committee (CAC) decide how to spend the Zero Waste stipend.

EXECUTIVE SUMMARY:

Senate Bill 1383, which went into effect in January 2022, requires that all California residents and businesses separate organic materials from the garbage so that they can be composted. The city reports to Zero Waste annually on the implementation efforts. There is currently a \$6,500 Zero Waste stipend available to the city. The funds must be spent no later than October 15, 2026, with a final report due to Zero Waste by November 2, 2026.

BACKGROUND:

At the August 11, 2026, regular Climate Action Committee meeting, the Committee discussed options for spending the allotted \$6,500 stipend. The discussion included the following options:

1. Public water refill stations
2. Education for restaurants to go plastic-free
3. Public compost hub
4. Event trash sorter

DISCUSSION:

Eligible costs include such items as:

- Personnel and/or consultants
- Safety Equipment
- Vehicles, trucks, trailers, and other equipment to assist with the transportation or management of compost.
- Mobile pantries
- Education and Outreach materials, programs, social media, or commercials.
- Door-to-Door Outreach
- Signage
- Conferences and symposiums (requires Grant Manager pre-approval)
- Recordkeeping or tracking software to match donor with food bank or apps for food recovery
- Inspections and Enforcement
- Training
- Tablet/Electronic Devices (seven inches or more measured diagonally) used for the purpose of organic tracking and Education and Outreach (max \$500)
- Equipment such as a food dehydrator, PPE, refrigeration, and/or packing materials.
- Receptacle bins and lids
- Procurement of recovered/recycled organic products



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- Food safety certification
- Cameras to prevent contamination
- Edible Food Recovery projects
- Food Waste Prevention projects that prevent food waste from being generated and becoming waste that is normally destined for landfills. Examples of food waste prevention projects include, but are not limited to:
 - Modernizing production and handling practices to prevent and reduce food preparation waste.
 - Identifying and modifying ordering practices that result in measurable decreases in food waste.
 - Creating and expanding education and outreach programs that result in quantifiable reductions in food waste.

Ineligible Costs:

Ineligible costs include, but are not limited to:

- Development, purchase, or distribution of strictly promotional giveaway items Stuff We All Get, (SWAG)
- Purchase or lease of land or buildings
- Equipment or services not directly related to grant implementation
- Food liquefiers
- Food recovery facility rent (without service agreement)
- Disposal costs
- Costs currently covered by or incurred under any other CalRecycle loan, grant, or contract
- Cell phones
- Costs related to website host and web page domain
- Audit expenses
- Sponsorship or licensing fees for events/programs
- Food or beverages (e.g., as part of meetings, workshops, or events)
- Travel costs exceeding the state-approved rates for mileage, per diem, lodging, etc.
- Personnel costs not directly related to grant activities
- Fines or penalties due to violation of federal, state, or local laws, ordinances, or regulations
- Any costs for construction projects by charter cities prohibited by Labor Code section 1782.
- Any costs not consistent with local, state, or federal laws, guidelines, and regulations
- Costs deemed unreasonable or not related to the project by the Grant Manager

The total amount of indirect costs charged to the grant shall not exceed 10 percent of the grant funds reimbursed. These costs are expenditures not capable of being assigned or not readily itemized to a particular project or activity but considered necessary for the operation of the organization and the performance of the program. The costs of operating and maintaining facilities, accounting services, and administrative salaries as well as contractors' indirect costs in their contracts are examples of indirect costs. All indirect costs charged to the grant must be associated with grant activities.

Additional details can be found in Exhibit B.

STAFF ANALYSIS:

Of the four options the CAC discussed at their August 11, 2026 meeting, public water refill stations do not meet the eligibility requirements. Education for restaurants to go plastic-free, a public compost hub, and an event trash sorter would be eligible.



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PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, if staff receives public comment from interested parties following the publication and distribution of this staff report, such comments will be provided to the CAC as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

OPTIONS:

1. The CAC recommends to Council what to spend the Zero Waste stipend on within the parameters of the program.
2. The CAC decides to return the money to the County to be used on a County-wide Zero Waste effort.

ATTACHMENT(S):

Exhibit B - Procedures and Requirements SB 1383 Local Assistance Grant Program