



Department: Utilities
Cost Center: 6107
For Agenda of: 4/1/2025
Placement: Consent
Estimated Time: N/A

FROM: Aaron Floyd, Utilities Director
Prepared By: Meg Buckingham, Solid Waste and Recycling Program Manager

SUBJECT: FISCAL YEAR 2024 – 2025 SAN LUIS OBISPO COUNTY INTEGRATED WASTE MANAGEMENT AUTHORITY TECHNICAL ASSISTANCE GRANT APPLICATION

RECOMMENDATION

1. Authorize the Utilities Department to apply for the Fiscal Year 2024-2025 Integrated Waste Management Authority Technical Assistance Grant in the amount of \$10,000; and
2. If the grant is awarded, authorize the Utilities Director, or their designee, to execute necessary grant documents and direct the appropriation of monies to the accounts required to administer the grant.

POLICY CONTEXT

The recommended actions are consistent with the City of San Luis Obispo's [Climate Action Plan](#), Pillar 5: Circular Economy, which includes a [Lead by Example](#) component identifying a zero-waste goal of ninety percent landfill diversion for all City operations, buildings, and facilities by 2030. Under the City's Grant Management Policy, Council approval is required for all grant applications in excess of \$5,000.

DISCUSSION

Background

The San Luis Obispo County Integrated Waste Management Authority (IWMA) offers a Technical Assistance Grant (TAG) Program to businesses, government agencies, nonprofit groups, and institutions located in San Luis Obispo County to promote, start, and/or expand waste reduction and landfill diversion efforts.

The IWMA's TAG Program is designed to empower local groups and/or change agents to develop community-based strategies for the prevention, separation, diversion, recycling, and composting of material. The IWMA typically seeks applicants who can act as a catalyst for reducing waste, promote zero waste strategies, demonstrate circular economy practices to eliminate waste, and maximize material resources.

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In 2023, staff in the Solid Waste and Recycling Program conducted an audit of trash, recycling, and organics containers at indoor and rentable City facilities to identify areas needing new containers. This was necessary to ensure compliance with the organics recycling law Senate Bill 1383 and address issues such as inconsistent signage or broken containers. During the audit, staff observed that some City facilities had damaged containers, incorrectly labeled bins, or lacked recycling containers altogether.

In 2024, the City successfully secured \$10,000 in funding from the 2023-24 TAG Program to procure 13 standardized two- and three-stream waste units in 8 high-use or public-facing City facilities. These containers replaced broken or missing bins and improved signage for proper source separation of materials. The new bins have effectively guided staff and the public in properly sorting waste, ensuring consistency across City facilities.

Proposed Use of 2024-25 Grant Funds

If authorized, staff will apply for the 2024-25 TAG Program to procure additional uniform two- and three-stream waste containers for remaining City facilities, consistent with those purchased through the previous cycle of TAG Program funding. Some identified locations for these containers include the rentable Meadow Park Community Room and staff areas within Fire Station 1, City Hall, the Community Development and Public Works Departments in 919 Palm Street, Water Resource Recovery Facility, and the Corporation Yard. This initiative supports the City's waste reduction goals. In-kind contributions will be dedicated in the form of staff time to facilitate the project, including procurement, installation, and reporting outcomes to the IWMA.

Placing uniformly paired, well-labeled, and SB 1383-compliant color-coded bins in areas with low diversion rates and high employee usage—where existing bin setups are inadequate—is expected to significantly increase the amount of material the City diverts from landfill disposal.

The proposed new bins feature customizable signage that can be easily updated to address location-specific contamination based on periodic audit results. The City has already piloted these bin systems in multiple facilities, receiving highly positive feedback from users.

Application Process

This is a competitive grant opportunity that requires both a written application (Attachment A) and a presentation to the IWMA Board of Directors. The Board will consider the application at its May 14, 2025 meeting.

This grant would advance the City's efforts to achieve the ambitious zero-waste goal outlined in the adopted Climate Action Plan. By leading by example, the City aims to reduce greenhouse gas emissions while demonstrating scalable waste reduction strategies for residents, businesses, and other organizations.

Previous Council or Advisory Body Action

On [April 2, 2024](#), the City Council authorized staff to apply for fiscal year 2023-24 TAG Program funding. At the [May 8, 2024](#), IWMA Board of Directors Meeting, the application was approved and the project commenced. Grant funding renews every fiscal year, providing the opportunity for agencies to apply annually.

Public Engagement

Public comment can be provided to the City Council through written correspondence prior to the meeting and through public testimony at the meeting. An opportunity for public comment will also be available at the May 14, 2025 IWMA Board of Directors meeting when the City’s TAG Program funding request is under consideration.

CONCURRENCE

The City’s Finance Department concurs with the findings of this report. The Office of Sustainability and Natural Resources also concurs with staff’s recommendation to utilize grant funding to purchase uniform indoor solid waste, recycling, and organics containers to expand the City’s current waste reduction program and increase landfill diversion efforts.

ENVIRONMENTAL REVIEW

The recommended actions are not a “project” as defined under CEQA Guidelines Section 15378 because the action will not result in any physical change to the environment.

FISCAL IMPACT

Budgeted: No

Budget Year: 2024-25

Funding Identified: Yes

Fiscal Analysis:

Funding Sources	Total Budget Available	Current Funding Request	Remaining Balance	Annual Ongoing Cost
General Fund	\$	\$	\$	\$
State				
Federal				
Fees				
Other: TAG Program Award	\$10,000			
Total	\$10, 000	\$	\$	\$

There is no fiscal impact associated with the recommended action to authorize staff to pursue a grant funding opportunity with the IWMA for \$10,000 to fund solid waste and recycling infrastructural improvements to increase landfill diversion. The in-kind requirements of the grant will be achieved through contributions of staff time dedicated to facilitating the project, procuring and installing the containers, and reporting the success to the IWMA.

ALTERNATIVES

Council could decide not to authorize the application for the 2024-25 IWMA TAG Program. If Council chooses not to authorize staff to apply for 2024-25 TAG Program funding, staff will continue to seek other funding sources to assist with the implementation of the City's Climate Action Plan.

ATTACHMENTS

A - Fiscal Year 2024-25 Technical Assistance Grant Program Application