

***MEMORANDUM OF UNDERSTANDING (MOU) between***

**Lexington-Fayette Urban County Government (LFUCG) on behalf of the LFUCG Waste Management Division (Party A) and Seedleaf (Party B)**

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This is an agreement between “Party A”, hereinafter called Lexington-Fayette Urban County Government (LFUCG) on behalf of the LFUCG Division of Waste Management and “Party B”, hereinafter called Seedleaf effective March 1, 2019.

**I. PURPOSE & SCOPE**

The purpose of this MOU is to clearly identify the roles and responsibilities of each party as they relate to the effort to reduce food waste reduction that is sent to the landfill by the citizens of Fayette County. This effort is directly associated with the goal of LFUCG on behalf of the LFUCG Division of Waste Management to divert organic materials from the landfill-bound waste stream. This will be done not only by collecting, diverting and composting food waste material, but also by increasing educational opportunities in composting and other alternatives related to organics diversion.

**II. BACKGROUND**

LFUCG on behalf of the LFUCG Division of Waste Management currently has an organics collection and diversion program that targets yard waste from residential addresses. Around 22% of the material currently being sent to the landfill by LFUCG is organic food waste. Composting organic food waste is an effective way of diverting a significant amount of reusable materials from the landfill.

**III. SEEDLEAF’S [PARTY B] RESPONSIBILITIES UNDER THIS MOU**

In an effort to decrease the total amount of organic food waste material sent to landfills from Fayette County residents, Seedleaf will collect food waste from local restaurants and coffee shops. Most of the participating entities are located in the downtown area of Fayette County and will have material collected on a weekly basis. The material will then be distributed among and composted at Seedleaf’s 15 community gardens. The end result will be used as soil amendment for those gardens.

Seedleaf will be responsible for providing the restaurants with collection buckets and will collect and transport the material from the restaurants to the specific composting locations. They will also be responsible for monitoring the material as well as educating the restaurants’

and coffee shops' staff on what material is accepted in order to decrease the chance of contamination.

The composting process will be completed by Seedleaf staff and volunteers. The staff will educate and train volunteers at each community garden on the process of composting. More structured education efforts will take place at classes, workshops and trainings offered by Seedleaf.

These include:

**Composting 101 Training (monthly)** – 1 hour training for home composters

**Wormshop Training (3 trainings a year)** – 1 hour training for home composters on how to use worms for composting (vermicomposting)

**Civic Composter Training (CCT)** – 5 week long training for home composters and Compost Partner Volunteers

Other education efforts can be carried out by Seedleaf at events within Fayette County, where Seedleaf will place and staff waste stations, and educate participants on how to dispose of their waste correctly.

Seedleaf will provide a monthly report of the organization activities towards this MOU, included with the invoice for the work done on that same month. The report and invoice will be provided to LFUCG Division of Waste Management by the 15th day of the following month.

#### **IV. LFUCG'S [PARTY A] RESPONSIBILITIES UNDER THIS MOU**

LFUCG on behalf of the LFUCG Division of Waste Management (Party A) will be responsible for offering support, promotion and recognition to Seedleaf's efforts and events. They will also direct any interested Fayette County restaurant towards Seedleaf's program, and provide them as a resource.

LFUCG will be responsible for paying monthly invoices in a timely manner, net 30 days after receiving the invoice.

#### **V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:**

This agreement is subject to yearly review.

This agreement may be amended by mutual agreement of both parties.

Either party may terminate this agreement with 60 day's notice prior to termination.

**VI. FUNDING/BUDGET**

(see attachment A)

**VII. EFFECTIVE DATE AND SIGNATURE**

This MOU shall be effective upon the signature of Parties A and B authorized officials. It shall be in force from March 1, 2019 to March 1, 2021 (two year term) subject to future appropriations by the Urban County Council.

This agreement may be renewed for additional 12 month periods upon written notification by Seedleaf to LFUCG on behalf of LFUCG Division of Waste Management (ATTN: Director), and LFUCG on behalf of LFUCG Division of Waste Management's written acknowledgement of the renewal.

Parties A and B indicate agreement with this MOU by their signatures.

**IN WITNESS WHEREOF**, the parties hereto have made and executed this Agreement as of the day and year first above written.

Party A

Party B


LEXINGTON-FAYETTE URBAN  
COUNTY GOVERNMENT

SEEDLEAF

By:   
LINDA GORTON, MAYOR

By: 

ATTEST:

  
URBAN COUNTY COUNCIL CLERK  
COMMONWEALTH OF KENTUCKY  
COUNTY OF FAYETTE