



ADMINISTRATIVE REGULATION

Office of the City Administrator

Number	703
Sections	1-6
Effective Date	July 17, 2007
Responsible Department	Administration
Review Date	

SUBJECT: Ban on Use of Expandable Polystyrene (Styrofoam®) Products in City Facilities and City Owned Properties.

1. **Purpose:** To establish in practice the requirements set forth in City Council Resolution 2005-1 as approved in January of 2005.
2. **Authority:** City Council Resolution 2005-1 and the authority and powers granted to the City Administrator under Section 401 of the City Charter.
3. **Application:** This Administrative Regulation applies to all employees of the city, all city boards, commissions, and committees, and to all city facilities. It also applies to operators of businesses on city owned public property.
4. **Definitions:**
 - 4.1. **Styrofoam** – The common tradename term for products made of expandable polystyrene that are used in food services.
 - 4.2. **City Facilities** - Buildings and properties operated by the city in its function as a city government.
 - 4.3. **City Owned Property** - Property of the city that is leased to a vendor or contractor for purposes outside the functions of city government but where the general public will be present.
5. **Policy:** Under City of Huntington Beach Resolution 2005-1 the City Council has prohibited the use of products made of expandable polystyrene (Styrofoam) that are generally used in serving food. The specifics of the prohibition are as follows:
 - 5.1. The City of Huntington Beach shall not prospectively purchase or acquire food service products which are produced with expandable polystyrene. Prohibited products include, but aren't limited to, expandable polystyrene food service items such as cups, plates and trays.
 - 5.2. All future rental agreements for usage of any city-owned property or facility shall require that contracting parties assume responsibility for preventing the utilization and/or distribution of expandable polystyrene products by any attendee or vendor at the associated function. The rental agreements shall all indicate that the violating contractor's security deposit will be forfeited if the community services director or his/her designee determines that such products were utilized in violation of the rental agreement.
 - 5.3. The use or distribution of expandable polystyrene products at all future special events that are sponsored or co-sponsored by the City of Huntington Beach shall be prohibited. This prohibition shall apply to the event organizers agents of the event organizers event vendors and any other party (including non-profit organizations) who enter into an

agreement with one or more of the co-sponsors of the event to sell goods or beverages at the event or otherwise provide an event-related service. The prohibition on the use of expandable polystyrene products will not be enforced upon individuals who are attending the function solely as a visitor or spectator.

All future written agreements with any vendor, including non-profit organizations to, sell goods or beverages at a city-sponsored event shall specifically prohibit the usage and distribution of expandable polystyrene food service products and shall indicate that the violating permittee's security deposit will be forfeited if the community services director, or his/her designee, determines that such products were utilized in violation of the rental agreement.

5.4. The provisions of this Resolution shall not apply to the city's senior nutrition program.

5.5. All individuals, groups, businesses non-governmental and other governmental entities are strongly encouraged to assist in preserving the environment by ceasing to purchase and use expandable polystyrene food service products.

6. Responsibilities: It is the responsibility of all city employees, and members of all city boards, commissions, and committees and all those who hold a lease with or contract with the city to comply with and assure that others comply with this policy.



Penelope Culbreth-Graft, DPA, City Administrator