



Agenda Report

18-1406

Agenda Date: 12/4/2018

REPORT TO COUNCIL

SUBJECT

Action on an Amendment to the Agreement with the County of Santa Clara for the City's Senior Nutrition Program and Related Budget Amendment

BACKGROUND

The City of Santa Clara works collaboratively with the County of Santa Clara to provide a Congregate Meals Program (Program) at the Santa Clara Senior Center under a master contract. The contract expires at the end of each fiscal year and the County provides an amendment to continue service delivery for the next fiscal year.

The Program at the Santa Clara Senior Center, also known as the "Dining Out Program", targets isolated and frail seniors aged 60 and over, serving a basic need of lower income households and special needs populations. In partnership with the County of Santa Clara, the goal of the Dining Out Program is to reduce hunger and food insecurity, increase socialization, and promote the health and well-being of older adults. The Program is a gateway that in addition to providing a daily nutritious meal, it provides additional opportunities for socialization, emotional support, access to physical fitness, health and wellness programs, resources and referrals for other community and Senior Center services to enable seniors and persons with disabilities to "age in place" and participate in a healthy, more meaningful life.

DISCUSSION

For the current fiscal year, the County issued the City of Santa Clara Amendment No. 2 after the start of the new fiscal year, and approval of the amendment would reinstate the underlying contract. The amendment extends the term for one year from July 1, 2018, to June 30, 2019, provides for approximately \$13,000 in additional funding, and adds additional terms required by the County, such as pest control requirements, data privacy and grievance policy to Exhibit B.

Approval of the amendment will provide an average of sixty-three (63) hot meals per day (247 days per year) for a total of 15,561 annual meals for eligible seniors and disabled individuals. In FY 2018-19 the non-duplicative count of persons to be served is 340. Similar to past years, in FY2018-19 the City has approved and allocated funds for allowable Program expenditures from the Community Development Block Grant (CDBG) program in the amount of \$24,200 (18.12% of contract total), and Parks and Recreation Department operating funds in the amount of \$3,445 (2.58% of contract total). The County will reimburse the City for the remaining total amount of actual allowable Program expenditures, subject to the provisions of the contract, in an amount not to exceed \$133,517.70.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a

governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

The Program revenues and appropriations have been included in the FY 2018-19 Budget in the Senior Nutrition Program (111-1112-87500-[G]SRNUT). The City pays 18.12% of the contract amount, or \$24,200 from Community Development Block Grant funds and 2.58%, or \$3,445 from the Parks and Recreation Operating Budget (001-1144-87500). Appropriations are available in the Community Services CDBG Contractual Services account (562-5544-80810-5510-(I)2475-(G) CDBG). The contract funds 100% of the remaining cost of the program on a reimbursement basis from the County (111-1112-55500-[G]SRNUT) in an amount not to exceed \$133,517.70. The approved and adopted budget for county reimbursement is \$120,339 and a budget amendment of \$13,178.70 would be necessary to effectuate the increase as shown below.

BUDGET AMENDMENT FY 2018/19

	Current	Increase/ (Decrease)	Revised
<u>Fund 111- Parks and Recreation Operating Grant Trust Fund</u>			
<u>Revenues</u>			
Revenues from Agency	\$120,339	\$13,178.70	\$133,517.70
<u>Expenditures</u>			
Program 1112 (Senior Nutrition Program)	\$120,339	\$13,178.70	\$133,517.70

COORDINATION

This report has been coordinated with City Attorney's Office and Finance Department.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Approve and authorize City Manager to execute Amendment No. 2 to the Master Contract for Senior Nutrition Services with the County of Santa Clara to provide congregate meals at the Santa Clara Senior Center for an amount not to exceed \$133,517.70 for FY 2018-19, and any additional minor modifications to the Agreement as needed.
2. Approve the related budget amendment.

Reviewed by: James Teixeira, Director, Parks and Recreation
Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Amendment No. 2 to the County of Santa Clara Master Contract for Services for the Senior Nutrition Program