



## Agenda Report

19-796

Agenda Date: 8/20/2019

### REPORT TO COUNCIL

#### **SUBJECT**

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

#### **BACKGROUND**

The City of Santa Clara works collaboratively on an annual basis under contract with the County of Santa Clara to provide a Congregate Meals Program (Program) at the Santa Clara Senior Center. The contract expires at the end of each fiscal year and the County has provided a new agreement to continue services for the current 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**

The County issued to the City of Santa Clara a new agreement for the Program after the start of the City's new fiscal year. Approval of the agreement will provide services through the current fiscal year from July 1, 2019, to June 30, 2020, and provides the terms required by the County in Exhibits A and Exhibit B to the Agreement.

Approval of the amendment will provide an average of sixty-three (63) hot meals per day (249 days per year) for a total of 15,687 annual meals for eligible seniors and disabled individuals. In FY 2019/20 the non-duplicative count of persons to be served is 390. Similar to previous years, in FY2019/20 the City has approved and allocated funds for allowable Program expenditures from the Community Development Block Grant (CDBG) program in the amount of \$24,000 (21.75% of contract total), and Parks and Recreation Department operating funds in the amount of \$3,445 (3.09% 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 \$111,221.

#### **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 Fiscal Year 2019/20 Adopted Operating Budget in the Senior Nutrition Program. The City pays 21.58% of the contract amount, or \$24,000 from Community Development Block Grant funds and 3.10%, or \$3,445 from the Parks and Recreation Operating Budget. Appropriations are available in the Community Services CDBG Contractual Services account. The contract funds 100% of the remaining cost of the program on a reimbursement basis from the County in an amount not to exceed \$111,221. The approved and adopted budget for county reimbursement is \$120,539. A budget amendment (decrease) of \$9,318 would be necessary to adjust the City budget allocation to the County's contractual amount.

**BUDGET AMENDMENT  
FY 2019/20**

	Current	(Decrease)/ Increase	Revised
<b><u>Fund 111- Parks and Recreation</u></b>			
<b><u>Operating Grant Trust Fund</u></b>			
<u>Revenues</u>			
Revenues from Agency	\$120,539.00	(\$9,318.17)	\$111,220.83
<u>Expenditures</u>			
Senior Nutrition Program - Operating and Special Departmental Supplies	\$120,539.00	(\$9,318.17)	\$111,220.83

**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) <<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 a Contract with the County of Santa Clara for the Senior Nutrition - Congregate Meals Program at the Santa Clara Senior Center for an amount not to exceed \$111,221 for FY 2019/20, and make minor modifications to the Agreement as needed.
2. Approve the related budget amendment decreasing the revenue from the County for \$9,318 and the related appropriations for the same amount in the Senior Nutrition Program.

Reviewed by: James Teixeira, Director, Parks and Recreation

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Contract with County of Santa Clara for the Senior Nutrition - Congregate Meals Program