

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Peggy Rothschild, Active Adult Center Supervisor

DATE: April 27, 2011 (CC Meeting of May 4, 2011)

SUBJECT: Consider Resolution Authorizing Submittal of a Grant Renewal Application to the Ventura County Area Agency on Aging (VCAAA) for Older Americans Act Title III-C Contract Grant Funds for the Senior Nutrition Program, and Authorizing City Manager to Sign All Related Agreements

SUMMARY

The VCAAA has issued a Request for Proposals (RFP) to Ventura County Senior Nutrition Program sites to submit renewal applications for program funding. The VCAAA currently administers the Senior Nutrition Program at 14 locations throughout the County. The funds to operate this program are derived from a combination of sources, including Federal Older Americans Act (OAA), participant donations, local grants, and in-kind donations.

DISCUSSION

The City Council is being asked to adopt a resolution (Attachment A) approving and authorizing the submittal of a grant application to the VCAAA for \$21,809 in Older Americans Act (OAA) Title III-C contract grant funds for the Senior Nutrition Program. Funding amounts are allocated to sites within Ventura County based on the percentage of total countywide participants served at each site.

During Fiscal Year (FY) 2004-05, the countywide Senior Nutrition Program was restructured, and the City assumed responsibility for the day-to-day operation of the Senior Nutrition Program lunch site in Moorpark, receiving partial program funding from VCAAA. In FY 2010-11, a total of \$21,809 was awarded in Senior Nutrition Program grant funds. In addition to these OAA grant funds, VCAAA purchases and contracts for delivery of the frozen meals to the City. As part of our agreement, the City applies all donations collected from meal site participants against program costs.

The grant funds available through the current RFP are for Senior Nutrition Program meal site operation which includes congregate and home-delivered meals. Congregate and home-delivered meals are cooked on-site, Monday through Friday, excluding holidays. Congregate meals are served at noon and home-delivered meal service is provided between 11 a.m. – noon. Delivery of frozen meals during regular delivery hours for the evening, weekend and holidays can be made by advance arrangement.

By issuing this RFP, VCAAA is exercising its contractual option to renew the Senior Nutrition Program grant for a fourth year. Completed applications are due to VCAAA before 5:00 p.m. on May 13, 2011.

FISCAL IMPACT

Since FY 2004-05, the City has received senior nutrition grant funds to provide congregate and home-delivered meals at the Active Adult Center. The funds and respective program expenditures have been included in subsequent approved City budgets. The grant funds, along with the meal donations typically cover approximately 90 percent of the program's direct costs (part-time Senior Nutrition Coordinator costs, supplies, and mileage for volunteer drivers). This does not include overhead costs (full-time staff costs and utilities). The estimated direct costs for FY 2010-11 are \$25,450 and estimated revenues are \$28,309. The reason for the lower estimated direct costs in FY 2010-11 is that there was a vacancy for the Senior Nutrition Coordinator position, which resulted in more full-time staff involvement (not included in the direct costs calculation) and less part-time staff cost.

STAFF RECOMMENDATION

Adopt Resolution No. 2011-_____.

Attachment: A – Draft Resolution

ATTACHMENT A

RESOLUTION NO. 2011-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AUTHORIZING A GRANT RENEWAL APPLICATION REQUESTING MONIES FROM VENTURA COUNTY AREA AGENCY ON AGING (VCAAA) FOR THE SENIOR NUTRITION PROGRAM AT THE MOORPARK ACTIVE ADULT CENTER.

WHEREAS, the City Council is dedicated to the support of beneficial programs for older Americans in the City of Moorpark; and

WHEREAS, meeting the nutrition needs of older Americans is a significant means of maintaining health and wellness in our older population; and

WHEREAS, funds for the Senior Nutrition Program at the Active Adult Center are available in the form of a grant through Ventura County Area Agency on Aging.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby approves and authorizes the grant application through Ventura County Area Agency on Aging to secure funds for the Senior Nutrition Program. Further, the City Council hereby authorizes Steven Kueny, City Manager, to serve as signatory for the City Council on all matters related to the administration of this grant.

SECTION 2. The City Clerk shall certify to the adoption of the resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this 4th day of May, 2011.

Janice S. Parvin, Mayor

ATTEST:

Maureen Benson, City Clerk