

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** Honorable City Council

**FROM:** Peggy Rothschild, Active Adult Center Supervisor *R*

**DATE:** May 17, 2011 (CC Meeting of June 1, 2011)

**SUBJECT:** Consider Resolution Amending the Fiscal Year 2010-11 Budget by Appropriating General Funds for the Senior Nutrition Program to Fund an Additional Grant from the Ventura County Area Agency on Aging for Older Americans Act Title III-C Contract Grant Funds

**SUMMARY**

The City has been awarded an additional \$3,431 in funds for the Senior Nutrition Program from the Ventura County Area Agency on Aging (VCAAA). The breakdown by source for these additional One-Time-Only Older Americans Act (OAA) funds is as follows: \$1,544 Title III-C1 and \$1,887 in Title III-C2 Contract Grant Funds. The City Council is being asked to adopt a resolution (Attachment A), amending the FY 2010-11 budget to formally appropriate an additional \$3,431 in funds for the Senior Nutrition Program.

**DISCUSSION**

The VCAAA has released One-Time-Only Title III-C Older Americans Act (OAA) contract grant funds (\$3,431) for the Senior Nutrition Program in Moorpark. Funding amounts are allocated to sites within Ventura County based on the percentage of total countywide participants served at each site. This \$3,431 in grant funds is for Senior Nutrition Program meal site operation, which includes both 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.

The VCAAA administers the Ventura County 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. At the start of FY 2010-11, the City received a grant award of \$21,809 to assist funding the Senior Nutrition Program; these one-time-only funds bring the total grant award for the current fiscal year from VCAAA to \$25,240. 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.

### **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 (ROLL CALL VOTE)**

Adopt Resolution No. 2011-\_\_\_\_\_.

Attachment: A – Draft Resolution

RESOLUTION NO. 2011-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FISCAL YEAR 2010/11 BUDGET BY APPROPRIATING \$3,431 FROM THE GENERAL FUND (1000) (VENTURA COUNTY AREA AGENCY ON AGING SENIOR NUTRITION PROGRAM ONE-TIME-ONLY CONTRACT GRANT) TO THE MOORPARK ACTIVE ADULT CENTER BUDGET (1000.7610.0000)

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, one-time-only 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; and

WHEREAS, on June 16, 2010, the City Council adopted the budget for Fiscal Year (FY) 2010/11; and

WHEREAS, a staff report has been presented to said Council requesting a budget amendment to increase General Fund revenue and expenditure appropriation by \$3,431; and

WHEREAS, Exhibit "A" hereof describes said budget amendment and its resultant impacts to the budget line item(s).

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

SECTION 1. A budget amendment appropriating expenditures and revenue in the amount of \$3,431 from General Fund as more particularly described in Exhibit "A" attached hereto is hereby approved.

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 1st day of June, 2011.

\_\_\_\_\_  
Janice S. Parvin, Mayor

ATTEST:

\_\_\_\_\_  
Maureen Benson, City Clerk

Attachment: Exhibit A, Budget Amendment

**EXHIBIT A**

**BUDGET AMENDMENT FOR  
GENERAL FUND  
TO INCREASE REVENUE AND EXPENDITURE BUDGET FOR  
SENIOR NUTRITION PROGRAM FROM VCAA OLD AMERICANS ACT TITLE 3C  
FY 2010/2011**

**FUND BALANCE ALLOCATION:**

<b>Fund Title</b>	<b>Fund-Account Number</b>	<b>Amount</b>
General Fund	1000-5500	\$ (3,431.00)
General Fund	1000-5500	\$ 3,431.00
Total		\$ -

**REVENUE BUDGET ALLOCATION:**

<b>Account Number</b>	<b>Current Budget</b>	<b>Revision</b>	<b>Amended Budget</b>
1000-3600	\$ 65,000.00	\$ 3,431.00	\$ 68,431.00
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Total	\$ 65,000.00	\$ 3,431.00	\$ 68,431.00

**EXPENDITURE APPROPRIATION:**

<b>Account Number</b>	<b>Current Budget</b>	<b>Revision</b>	<b>Amended Budget</b>
1000-7610-0000-9205	\$ 11,900.00	\$ 3,431.00	\$ 15,331.00
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Total	\$ 11,900.00	\$ 3,431.00	\$ 15,331.00

Finance Approval: 