

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** The Honorable City Council

**FROM:** Mary Lindley, Parks, Recreation & Community Services Director 

**PREPARED BY:** Peggy Rothschild, Active Adult Center Supervisor 

**DATE:** August 15, 2006 (CC Meeting of September 20, 2006)

**SUBJECT:** Consider Adoption of a Resolution Amending the FY 2006/07 Budget for the Purchase of a Salad Bar for the Senior Nutrition Program

**SUMMARY**

The Council is being asked to consider the appropriation of funds for the purchase of a salad bar for the Senior Nutrition Program (SNP) at the Moorpark Active Adult Center. The Active Adult Center provides a well-balanced midday meal for older adults. As part of this mission, the Active Adult Center Advisory Committee wishes to improve the menu offerings and recommends the allocation of funds to enable the purchase of a salad bar for the Senior Nutrition Program.

**DISCUSSION**

During 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 Ventura County Area Agency on Aging (VCAAA). 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. – and noon. Delivery of frozen meals for the weekend and holidays are made during regular delivery hours by advance arrangement.

Each year, the City receives grant funds from VCAAA to run the Senior Nutrition Program. In FY 2006-07 the City will receive a grant award of \$15,100. Grant monies are budgeted for program staff and the purchase of needed supplies (i.e., disposable

trays, cups and cutlery, placemats). The City does not purchase the actual meals provided; VCAAA purchases and contracts for delivery of the meals to the City.

As part of our agreement with VCAAA, the City retains all donations collected from meal site participants, with the stipulation from VCAAA that ten percent of the contribution received be held in reserve. In FY 2005-06, the Senior Nutrition Program received \$8,200 in meal donations; those donations remain unspent. According to VCAAA grant requirements, donations must be used toward the purchase of needed Senior Nutrition Program equipment and supplies; the salad bar is an eligible expenditure.

The Active Adult Center Advisory Committee has agreed that a refrigerated salad bar would best serve the needs of Senior Nutrition Program participants as it will appeal to a wider audience, potentially attracting new participants, and will enhance the quality of the lunch program. The current model of salad bar being considered features

- Self-contained refrigeration system
- Mobile modular open cabinet
- Stainless steel top and laminate front/end panels
- 120 volts, 1/5 horse power, 2.4 amps
- Stainless steel tray rail on both sides of unit
- Sneeze guard

Staff and the Advisory Committee recommend the allocation of funds from the meal donations (General Fund) in the amount of \$6,500 to fund this purchase.

**STAFF RECOMMENDATION (Roll Call Vote Required)**

Adopt budget resolution 2006- \_\_.

Attachment: Draft Resolution

RESOLUTION NO. 2006-\_\_\_\_\_

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FY 2006/07 BUDGET BY APPROPRIATING \$6,500 FROM GENERAL FUNDS (SENIOR NUTRITION PROGRAM DONATIONS) TO THE ACTIVE ADULT CENTER DIVISION BUDGET (1000.7610)

WHEREAS, on June 21, 2006, the City Council adopted the budget for Fiscal Year 2006/07; and

WHEREAS, a staff report has been presented to said Council requesting a budget amendment appropriating \$6,500 in Senior Nutrition Program donations from General Funds; 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 \$6,500 from General Funds (Senior Nutrition Program donations) 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 20th day of September, 2006.

\_\_\_\_\_  
Patrick Hunter, Mayor

ATTEST:

\_\_\_\_\_  
Deborah S. Traffenstedt, City Clerk

Resolution No. 2006-

**EXHIBIT A**  
**Budget Revision**

A. Fund Allocation:

<b>Fund No.</b>	<b>Fund Name</b>	<b>Amount</b>
<b>1000.5500</b>	General Fund – SNP Donations	<b>\$6,500</b>

B. Budget Appropriation:

<b>BUDGET NUMBER</b>	<b>BUDGETED</b>	<b>REVISION</b>	<b>NEW BUDGET</b>
1000.7610.0000.9504	\$0	\$6,500	\$ 6,500

Approved to Form: QE