



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Elderly Nutrition Program Amendment No. 2 with Los Angeles County Aging and Disabilities Department for FY 2024-2025.

1. Motion to accept \$58,400 in Elderly Nutrition Program (ENP) baseline Net County Cost (NCC) and One-time-Only (OTO) funding from Los Angeles County Aging and Disabilities Department (AD) for the FY 2024-2025 ENP; and authorize the City Manager or a designee to execute Amendment No. 2. of the Subaward ENP242505 period July 2024 – June 2025 to accept and implement funding.
2. Resolution of Appropriation to appropriate:
 - a. \$39,900 in NCC funding to C2 Home Delivered Meals Program.
 - b. \$18,500 in OTO funding to C2 Home Delivered Meals Program.

COUNCIL ACTION

Item Type: Consent Calendar

Approved for April 15, 2025 **calendar**

EXECUTIVE SUMMARY

The Community Services & Parks (CSP) Department is requesting acceptance of \$39,900 in additional baseline Net County Cost (NCC) funding and \$18,500 in One-Time-Only (OTO) grant funding for ENP C2-Home Delivered Meals Program for FY2024-2025 from Los Angeles County Aging and Disabilities Department (AD) through Amendment No. 2 to the four-year subaward.

Combined NCC and OTO funding will allow the ENP program to provide an additional 7,113 meals for C2, support hourly wages for the C2 meal staff, and obtain general supplies for the program operations.

NCC and OTO funding was not appropriated as part of the FY 2024-2025 budget process; therefore, staff is requesting appropriation of the additional funds.

RECOMMENDATION

That the City Council authorize acceptance of \$58,400 in NCC and OTO funding from Los Angeles County AD for FY 2024-2025 and authorize the City Manager to execute Amendment No. 2 of the Subaward ENP242505 period July 2024 – June 2025 to implement the funding; and appropriate those funds to the C2 Home Delivered Meals Program.

ANALYSIS

CSP has been providing meal service to seniors 60 years of age and older in the greater Glendale area since 1979 with Older Americans Act grant funding administered by Los Angeles County AD. The ENP provides an important opportunity for social contact and is the only meal many seniors receive in a day.

The ENP program is operated through the Senior Services Unit, which provides comprehensive, long-term services that include Congregate Meal (C-1), Home Delivered Meals (C-2), Emergency Meals, Telephone Reassurance and Supportive Services. The goal of these services is to assist the seniors in our community to maintain their independence and live in their own homes.

The City's ENP Congregate Meals program operates two congregate meal sites serving lunch seven days per week at the Adult Recreation Center and five days per week at Sparr Heights Community Center. An average of 4,000 meals per month are served in the program to more than 500 unduplicated seniors annually.

The ENP Home Delivered Meals program is for homebound seniors requiring food delivery assistance for physical and/or medical reasons and is substantiated by a doctor's order before beginning program services. Program services include a weekly delivery of seven frozen meals that include bread, fruit, milk, and dessert. The Emergency Meals program is part of the Home Delivered Meals program and provides three days' worth of shelf-stable meals to clients enrolled in the program per fiscal year. The Telephone Reassurance program is also a part of the Home Delivered Meals program and ensures that seniors who are shut-in receive a weekly well-being call.

The City contracts with TRIO Community Meals, LLC to provide congregate and home-delivered meal catering services for the ENP program. The contract period is from December 1, 2022, through November 30, 2026. The cost-per-meal rate is as follows:

- Congregate Meals \$4.56 per meal
- Home Delivered Meals \$4.75 per meal

In addition, the City has a purchase order with Revolution Foods to provide Emergency Meals to Home Delivered Meals program clients for three days' worth of shelf stable meals at a unit rate of \$6.85 per meal.

CSP was awarded an ENP grant award from LA County AD for baseline funding in FY 2024-25 through a noncompetitive process whereby the City entered into a subaward

agreement for a one-year term, commencing July 1, 2024, through June 30, 2025, with three additional options to renew annually for an anticipated total subaward term of four years. The subaward is currently in Year One (2024-2025) of the anticipated total four-year term. In September 2024, additional Modernizing Older Californians Act (MOCA) funding was awarded in the amount of \$72,600 for C1 and C2 and implemented pursuant to Amendment No. 1.

Amendment No. 2 will implement \$39,900 in additional baseline Net County Cost (NCC) funding and \$18,500 in One-Time-Only (OTO) grant funding for ENP C2-Home Delivered Meals Program. NCC and OTO funding is a reimbursable grant and requires a 12% cash match. The LA County AD reimbursement rate for ENP NCC and OTO funding for meal service delivery for FY 2024-2025 is as follows:

| <u>Meal Type</u> | <u>Funding Source</u> | <u>Reimbursement Rate Per Meal</u> |
|----------------------|-----------------------|------------------------------------|
| Home Delivered Meals | NCC | \$8.21 |
| Home Delivered Meals | OTO | \$8.21 |

Combined NCC and OTO funding will enable the City to provide an additional 7,113 meals for C2 through June 30, 2025.

STAKEHOLDERS/OUTREACH

The ENP operates as part of the Senior Services Unit located at the Adult Recreation Center and has an additional meal site at Sparr Heights Community Center. Program services are advertised quarterly in the CSP Leisure Guide, in the CSP newsletter, in CSP social media and website, and outreach is conducted with other community agencies to ensure the public is aware of the available services.

FISCAL IMPACT

The NCC and OTO combined grant award of \$58,400 was not included as part of the FY 24-25 budget. Therefore, staff is requesting appropriation of \$39,900 in C2 NCC funding and \$18,500 in C2 OTO funding from grant revenue as outlined below:

| Requesting Appropriation | | | |
|---------------------------------|---|---|------------------------------|
| Amount | From (Account String) | To (Account String) | Funding Source |
| \$33,787 | 31240-2700-CSP-0020-P0000 CSP01338AG | 43110-2700-CSP-0020-P0000 CSP01338AG | Nutritional Meals Grant Fund |
| \$5,000 | 31240-2700-CSP-0020-P0000 CSP01338AG | 41300-2700-CSP-0020-P0000 CSP01338AG | Nutritional Meals Grant Fund |
| \$1,113 | 31240-2700-CSP-0020-P0000 CSP01338AG | 45350-2700-CSP-0020-P0000 CSP01338AG | Nutritional Meals Grant Fund |
| \$18,500 | 31240-2700-CSP-0020-P0000 | 41300-2700-CSP-0020-P0000 | Nutritional Meals Grant Fund |

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| | CSP01339AG | CSP01339AG | |
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ENVIRONMENTAL REVIEW (CEQA/NEPA)

The action being considered does not constitute a “project” within the meaning of CEQA pursuant to CEQA Guidelines section 15378(b)(4) as it creates a government funding mechanism or constitutes other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment; thus, it is not subject to CEQA pursuant to CEQA Guidelines section 15060(c)(3).

CAMPAIGN DISCLOSURE

This item is exempt from campaign disclosure requirements.

ALTERNATIVES TO STAFF RECOMMENDATION

Alternative 1: Do not approve acceptance and appropriation of \$58,400 in ENP NCC and OTO funding from Los Angeles County AD for the FY 2024-2025 ENP; which will result in fewer meals available to seniors.

Alternative 2: The City Council may consider any alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:

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Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

None