

## Agenda Report

June 1, 2020

**TO:** Honorable Mayor and City Council  
**FROM:** Parks, Recreation and Community Services Department  
**SUBJECT: CONTINUATION OF PASADENA UNIFIED SCHOOL DISTRICT  
WEEKEND LUNCH PROGRAM AND APPROPRIATION OF \$158,100**

### **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that this action is exempt under the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3) (Common Sense Exemption); and
2. Appropriate \$158,100 from Unappropriated General Fund fund balance to the Parks, Recreation and Community Services Fiscal Year 2020 operating budget.

### **BACKGROUND:**

At the March 17, 2020 special meeting, the City Council directed the City Manager to immediately find ways to help feed Pasadena's food vulnerable residents. As a result, \$150,000 was allocated for prepared meals and to food pantries to address the needs of as many children, families and seniors as possible. The Pasadena Unified School District (PUSD) weekend lunch program started on March 28, 2020. Initial funding secured the program for four weeks.

At the April 20, 2020 meeting, the City Council authorized additional funding for citywide feeding and meal programs to continue feeding Pasadena's food vulnerable residents. This \$200,000 appropriation funded local food banks and pantries, prepared and delivered meals for Pasadena's older adults, and provided weekend lunches for PUSD families for an additional four weeks through May 17, 2020.

Because the need for food continues for PUSD families, this weekend lunch program has continued without interruption and staff recommends extending it through June 28, 2020 at an additional cost of \$158,100. PUSD has indicated they will likely end their weekday grab and go meal service at the end of June. This extension will allow the City program to run as long as PUSD's.

Each weekend 6,200 lunches have been available for children and adults at seven PUSD schools. This program costs \$26,350 per weekend. Lunches have been provided by PCOC's caterer Center Plate and RBOC's caterer Levy. Employees and volunteers from PCOC and RBOC will continue to staff the distribution sites.

The below table summarizes COVID-19 related PUSD weekend lunch program costs:

<b>Council Authorization Date</b>	<b>Program Coverage</b>	<b>Cost</b>
March 17, 2020	March 28 – April 19	\$105,400
April 20, 2020	April 25 – May 17	\$105,400
June 1, 2020 (proposed)	May 23 – June 28	\$158,100
<b>Total PUSD Weekend Lunch Cost</b>		<b>\$368,900</b>

**COUNCIL POLICY CONSIDERATION:**

This action is consistent with the City Council's goal to support and promote the quality of life and the local economy.


**ENVIRONMENTAL ANALYSIS:**

The project has been reviewed for compliance with CEQA and is exempt per Section 15061(b)(3). The project is covered by the general rule that CEQA only applies to projects that have the potential for causing a significant effect on the environment.

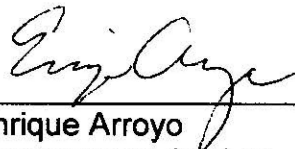
**FISCAL IMPACT:**

Funding needed for this action would come from unappropriated General Fund fund balance and be charged to budget account 10515000-811400-56901.

Respectfully submitted,

  
BREND A E. HARVEY-WILLIAMS  
Director, Parks, Recreation and  
Community Services Department

Prepared by:

  
Enrique Arroyo  
Management Analyst

Approved by:

  
STEVE MERMELL  
City Manager