

Agenda Report

October 5, 2020

TO: Honorable Mayor and City Council
FROM: Parks, Recreation and Community Services Department
SUBJECT: GREAT PLATES DELIVERED SENIOR MEAL PROGRAM

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);
2. Appropriate \$905,106 from Unappropriated General Fund fund balance to the Parks, Recreation and Community Services Fiscal Year 2021 operating budget to cover Great Plates Delivered expenses through October 9, 2020;
3. Provide direction to City staff regarding continued participation in the Great Plates Delivered program if it is extended by the State beyond the current end date of October 9, 2020, at a cost of \$466,000 per month; and
4. Should the Council direct continuation of the program, grant the proposed expenditure an exemption from the Competitive Selection process pursuant to P.M.C. Section 4.08.049(B), contracts for which the City's best interests are served.

BACKGROUND:

On April 24, 2020 Governor Gavin Newsom announced the launch of the Great Plates Delivered program, a meal delivery service for older adults who are at high risk and unable to access meals during the Safer At Home pandemic emergency order period. Another major goal of the program was to provide an economic stimulus to restaurants which also suffered significantly due to the COVID-19 related economic shutdown.

Great Plates Delivered is administered by the California Office of Emergency Services and requires the local agency to fund the program. Program costs are eligible for reimbursement at the following rates: 75% from FEMA and 18.75% from the State. If full reimbursement is received, the City's share of the cost will be 6.25%. FEMA

authorizes funding for the program on a month-to-month basis and has announced reauthorizations at or on the expiration date (generally the 9th of the month). For this reason it is impossible for local agencies to determine how long the program will operate.

Great Plates Delivered provides three meals per day to each participant. The State allows a maximum cost per day per participant of \$66, inclusive of the delivery cost. Pasadena currently has 235 older adults receiving meals from 22 local restaurants.

On May 18, 2020 the City Council approved Pasadena's participation in Great Plates and appropriated \$600,000 to fund the program. On July 27, Council appropriated an additional \$361,000 to fund the program through August 9 and approved the City's continued participation in the program at a cost of approximately \$466,000 per month. As indicated at that time, staff is now returning to Council for the approval of an appropriation to cover the cost of the program through October 9th, \$905,200.

Additionally, staff is seeking City Council direction as to whether to continue participation in the program, at a monthly cost of \$466,000, beyond October 9th should the State approve such extension. Through October 9th total expenditures for this program costs will be \$1,866,200. Based on a participation level of 235 individuals, this translates into per participate cost of \$7,941. However, as discussed above, per the program guidelines the City is eligible to receive 93.75% in reimbursements from the State and FEMA. While this remains the expectation, there is no guarantee and no particular reimbursement timeline has been provided. Historically, reimbursements for localized disasters have sometimes taken years to receive. Given the nationwide impact of COVID-19, it is not possible to accurately determine whether the City will, in fact, receive reimbursement or estimate how long it will take.

Moreover, as discussed recently with the Council Finance Committee, the City has exhausted the General Fund unassigned fund balance and is projected to draw down its 5% General Fund Operating Reserve from \$13.8 million to \$1.7 million by the end of the current fiscal year. As part of that presentation, based on current economic uncertainties and risks faced by the City, staff recommended that any further draws on reserves be only for the most critical needs as determined by the Council.

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. Expenditures to day total \$1,866,200 and continued participation will cost \$466,000 per month.

Respectfully submitted,



BRENDA E. HARVEY-WILLIAMS, Director
Parks, Recreation & Community Services

Approved by:



STEVE MERMELL
City Manager