

**APPROVED**

REPORT OF GENERAL MANAGER

NOV 09 2007

NO. 07-257

DATE November 9, 2007

**BOARD OF RECREATION  
and PARK COMMISSIONERS**

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SENIOR CITIZEN NUTRITION PROGRAM -- MEMORANDA OF AGREEMENT  
BETWEEN RECREATION AND PARKS AND CONGREGATE MEAL SITES

R. Adams _____	J. Kolb _____
H. Fujita _____	F. Mok _____
S. Huntley _____	K. Regan _____
*V. Israel _____	M. Shull _____

*[Signature]*  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Approve the proposed three-year Memoranda of Agreement (MOA), substantially in the form on file in the Board Office, subject to the approval of the Mayor and City Attorney as to form, between the Department of Recreation and Parks (Department) and the Israel Levin Senior Adult Center and West L.A. Japanese Center, for continuing to provide facilities where seniors can receive meals in a congregate setting;
2. Direct the Board Secretary to transmit forthwith the proposed MOAs to the Mayor in accordance with Executive Directive No. 3, and concurrently to the City Attorney for review and approval as to form; and,
3. Authorize the General Manger to expeditiously execute the MOAs, upon receipt of the necessary approvals.

SUMMARY:

The Senior Citizen Nutrition Program (SCNP) is part of a larger program federally funded by the Older Americans Act (OAA) through the Department of Aging (DOA). SCNP is a two phase program, one provides home delivered meals, and the other provides meals in a congregate setting. Senior citizens can participate in this program and receive healthy meals for little or no cost. The facilities are provided by non-profit organizations dedicated to serving the senior citizen population.

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During Fiscal Year 2006-2007, more than 7,500 meals per month were served at the various facilities for a total of over 91,000 meals served. The projected numbers of meals for the current fiscal year are expected to exceed the previous year.

The contract between the Department and DOA requires that an agreement be in place with each of the congregate meal sites. Their primary responsibilities include providing sufficient numbers of tables and chairs and maintaining clean dining areas. Department responsibilities include providing the food and food service items for the program participants. The grants are awarded in three-year cycles and the proposed agreements would cover the contracted years.

FISCAL IMPACT STATEMENT:

The Israel Levin Senior Adult Center receives \$100 in monthly rental charges, and the West L.A. Japanese Center receives \$125 monthly for facility rental. These charges are paid with OAA grant funds and represent no fiscal impact to the Department's General Fund.

This report was prepared by Olujimi A. Hawes, Management Analyst II, Pacific Region.